Power RtI: Tier 2 and 3

Activating and Searching for a Student

1. Log on to Power RtI through the Alton School District Website.
    - If you go to Staff, it is an option on the side of the screen.
2. Hover over the icon that says Power RtI and click on Enter RtI
3. To search for a student, enter their last name in the search box. When the student appears, click on their name to view their specific information.
4. For frequent users, click ADD TO CASELOAD button and they will appear when you sign on each time.

Intervention Teacher- Tier 2 Component

1. After selecting your student that you would like to enter information on, **FIRST click on the Update Student Information button (next to their name).**
    - This should be the first thing you do each time you enter information on a student.
    - Make sure all of the information (name, address, telephone number) are correct
    - UPDATE the current school year, home school, and next school year information on this form. This helps with the "roll over" of student data the next year. This should be looked at each time you enter information on a student.
    - Classroom Teachers will most likely take care of this part, but glance at it to make sure it has been updated.

2. Press "Save and Return to RtI" to return to the students home page

3. Click on the **Add Problem Identification Sheet** to update Tier 2 and Tier 3 interventions. This is right under **Interventions and Progress Monitoring** at the top.
    - You will have to choose one at a time. If you are doing both Tier 2 and Tier 3, you will need to add two sheets. At this time you will have to choose one: Tier II or Tier III. Click on which one you would like to update at this time.

Tier 2 Problem Identification Sheet

1. The address, phone number, and parent information should be imported after Updating the Student Information previously. Double check that this is correct before moving on.

2. Make sure to choose a Date of Initiation. This is important to know how long we have been providing this intervention.

3. There is a drop down box to upload any data that you have on this page. This data should be relevant to the specific focus you are discussing on this page. The data must be in a PDF file. See "RTI system information" sheet for directions on converting to PDF.

4. List the problem analysis, notes, goal, and accommodations on this form (see the attached example for help in this area)

5. Multiple sheets can be added depending on the number of interventions the student is receiving.

Tier 3 Problem Identification Sheet

1. Fill out the drop down menus and make sure all of the student data imported correctly. If the data did not import correctly, click on Update Student Information to update this in the system.
2. List the problem analysis, notes, strengths, hypothesis, goal, and accommodations on this form. (see the attached example for help in this area)

Adding a Tier 2 or Tier 3 Intervention:

- When listing an intervention the student is receiving, click an area of focus. Once this has been selected, it will allow you to enter the information for the intervention.
- Make sure you indicate the start date as well as who is providing the intervention, grouping, timing per day or week, as well as how the data is to be progress monitored.
- <u>You can list more than one intervention on this same page</u>. If you would like to do this and you have a current Tier II or Tier III Intervention sheet, go to the bottom and click on "Add/Edit/Change or Adjust Intervention/Focus". From there, click "Create New Intervention". This will allow you to list multiple interventions for a Tier II or Tier III.
- When you click on **<u>Add Progress Monitoring Meeting</u>** you will have the ability to add notes and updates about the intervention, as well as change the intervention if necessary.
- Make sure to press save.

Fidelity Check- Tier 2 and 3

1. The last piece the interventionist fills out is the Fidelity Check.
   - This can be found by going back to the students homepage and <u>under Tier 1</u> click on Fidelity Check. This is where the document is found- even though you are not Tier 1
2. As the intervention teacher, you are only responsible for filling out the *second section* of the fidelity check, <u>unless</u> you are doing a Tier 3 intervention with the student as well. Then you will fill out the Tier 2 and Tier 3 sections.
3. After checking the appropriate boxes (yes or no) on the Tier 2 and 3 section of the fidelity check, you will then use the Tier 2 and 3 drop boxes to select <u>your</u> administrator's name.
   - This will send an email to the administrator to sign off on the fidelity check.
   - Do not sign on the administrator's signature line. They will fill this out when they receive the email.
   - Click "**Save**" to return to the students homepage