

FREE RESOURCE • TEMPLATES & FORMS

The Fall Data Sort

A template for your first data meeting after fall screening.

Fall screening gives you a lot of numbers at once. This template walks the team through them in order: **look at the whole group first, take a second look at flagged students**, then **plan for the students who need more**, with a check date for every one.

BEFORE THE MEETING

SCREENER USED

DATE GIVEN

STUDENTS TESTED

_____ of _____ enrolled

Not sure who brings the data? See **MTSS Team Roles** at scholarpathsystems.org/mtss-team-roles.

WHO BRINGS THE DATA

STEP 1

Count before you sort

For each class or grade, count how many students landed in each band. When a large share of one class lands in the risk bands, that’s usually a **Tier 1 question before it’s a Tier 2 one**. Write one Tier 1 action for that class before adding groups.

OUR TIER 1 FLAG

We look at Tier 1 first when _____% or more of a class is in the risk bands

Class / grade	Tested	At or above benchmark	Some risk	High risk	% in risk bands	Tier 1 action, if flagged
e.g. Grade 3, Room 12	24	12	7	5	50%	Over our flag: review the core reading block with the grade team

For an honest look at whether Tier 1 is holding, use **The Tier 1 Assessment** at scholarpathsystems.org/tier1-assessment.

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STEP 2

Take a second look

Screening flags students; it doesn't diagnose them. For each flagged student, check whether other information agrees: **classwork**, **attendance**, **behavior**, and **teacher observation**. Then mark each one.

Student	Band	Does other information agree?	Confirmed · Watch · Not a concern
e.g. J.M., Grade 3	High risk	Yes: classwork and teacher notes show the same reading gap	Confirmed

STEP 3

Plan for confirmed students

Every confirmed student leaves the meeting with an intervention, a person, a schedule, and a date to check.

Student	Area of need	Intervention	Who delivers	How often	How we'll monitor	Start date	Six-week check date
e.g. J.M.	Reading fluency	Repeated reading, small group	Reading interventionist	3x a week, 20 min	Weekly fluency check	Oct 27	Dec 8

STEP 4

Close the loop

- ☐ Families notified. Hand families **What Is MTSS? A Guide for Families** at scholarpathsystems.org/what-is-mtss-family-guide.
- ☐ Six-week checks on the calendar. On each date, use **The Six-Week Progress Check** at scholarpathsystems.org/six-week-progress-check.
- ☐ “Watch” students rechecked by _____ (date)

TEAM MEMBERS PRESENT

ScholarPath Intervention Monitoring keeps screening, progress monitoring, and team decisions in one data source. monitoring.scholarpathsystems.org