

Lancaster School District  
**SST Site Chair**  
Expectations and Responsibilities

*Lancaster School District embraces a Multi-Tiered Systems of Support (MTSS) approach to assisting students whose behavioral and/or academic struggles are hindering their success in the general education classroom. The purpose of the LSD Student Support Team (SST) is to effectively bring together all the available resources in order to help the student reach his or her highest potential.*

*Student Support Teams may consist of parents, teachers, administrators, and support personnel from the school such as psychologists, speech specialists, and special education teachers. Teams focus on the early identification of significant struggles, the sharing of concerns, strengths on which to build, and the development of a plan for best meeting the needs of the student. Teams implement a clearly defined procedural process for supporting student success, including measurable student-centered goals and interventions to help meet those goals through equitable and culturally responsive actions.*

### **Role**

The Student Support Site Chair will support the site staff in understanding and implementing the SST process.

- The Pre-SST process is initiated, documented, and monitored by teacher(s) with support from the SST Site Chair as needed (refer to SST Process Flowchart).
- Full SST meetings are coordinated and documented by the SST Chair.
- Various Student Support Team members are responsible for intervention implementation and documentation as determined in the Full SST meeting.

### **Responsibilities**

- Coordinate training and implementation of SST Process and documentation system for SSTs.
- Provide support and resources to teachers regarding appropriate and culturally relevant interventions that ensure that the SST process is grounded in equitable goals and actions.
- Ensure documentation of Full SST meetings include appropriate student goals, interventions to meet goals, and progress monitoring expectations.
- Coordinate and document Full SST Meetings including
  - o Academic/Behavior/Speech\*/Attendance Full SST Meeting
  - o Parent/Guardian Assessment Request
  - o Foster Student Intake Meeting
  - o Retention/Promotion
  - o Post-Assessment "Does Not Qualify" (DNQ) Follow-Up
  - o Referral to Alternative Education Setting Meeting
- Provide district/site with student SST data as necessary
- Attend district Student Study/Support Site Chair meetings
- Perform other related duties as assigned

The SST Site Chair will receive a \$3,000 stipend. One half of the pay will be issued in January and the remaining half will be paid in July.

*\*Refer to Language and Speech Flowchart*