

**Example of intervention plan implemented**



**Panther High School  
Texas Independent School District  
5000 Market Blvd.  
Troop, TX 76111**

**817-555-5000 (Voice)**

**817-555-5050 (Fax)**

DATE: 14 November 2008

MEMORANDUM FOR RECORD

FROM: Mr. Administrator

RE: Intervention plan implemented: Mr. Teacher

Mr. Teacher and I met today to review and sign his Intervention Plan. I reviewed each section with Mr. Teacher as follows:

Section 1: I explained the domains he was low in and the intervention plan is built around those domains.

Section 2A: I explained the reasoning of the weekly meeting with the LCT and the discussion of teaching strategies and how to incorporate them in the lesson plan and the execution of the lesson plan.

Section 2B: We talked about Mr. Teacher observing other teachers so that he could see various techniques and strategies used by other teachers. I explained that he should keep notes of these visits.

Section 2C: Mr. Teacher will have Ms. LCT, Ms. Retire, and Ms. Rehire in the classes to help him with the content and strategies.

Section 2D: Mr. Teacher will attend a professional development program as part of this intervention plan.

Section 3: This section outlines the requirements for the submission of lesson plans, LCT meeting synopsis, and class observation summaries.

Section 4: This section gives specific directives for Mr. Teacher including: lesson plans, student engagement, teaching strategies, relevance of lessons, and completion date for all items in this intervention plan.

Section 5: This section specifies the evidence that will be gather/used to determine if Mr. Teacher's behavior has changed.