

### CIRCLES School Level Team (SLT) Fidelity Checklist

School District:

School Level Team Members:

Date:

Item	Rating		
	Yes	Partial	No
<b>Procedures prior to SLT meeting</b>			
• Student (18+) Informed Consent received	Yes	Partial	No
• Parent Consent/Student Assent received (if student under 18)	Yes	Partial	No
• Meeting times for individual students were established within timeframe allotted for full SLT meeting (district/school staff)	Yes	Partial	No
• Parent(s)/guardian(s) of student presenting was invited (SPED teacher/case manager)	Yes	Partial	No
<b>SLT meeting</b>			
• Agenda was developed for SLT meeting (district/school staff)	Yes	Partial	No
• Introduction of team members	Yes	Partial	No
• Purpose of meeting stated	Yes	Partial	No
• Approval of the agenda by team members	Yes	Partial	No
• Appointed team member to record meeting minutes	Yes	Partial	No
• Student profile sheet completed for student and given to all SLT members (SPED teacher/case manager)	Yes	Partial	No
• Teacher introduced student and parent/guardian to SLT	Yes	Partial	No
• Each agency member introduced to each students	Yes	Partial	No
• Agencies shared information regarding services they can provide students before and after graduation	Yes	Partial	No
• Agency information was given to student/parents (e.g., pamphlets, flyers, contact info)	Yes	Partial	No
• Student used e-sharing (web 2.0) tools for presentation	Yes	Partial	No
• Students shared strengths in presentation	Yes	Partial	No
• Students weaknesses shared in presentation	Yes	Partial	No
• Student's identified needs shared in presentation	Yes	Partial	No
• Student's identified goals shared in presentation	Yes	Partial	No
• Student presentation addressed post-school goals for employment	Yes	Partial	No
• Student presentation addressed post-school goals for education	Yes	Partial	No
• Student presentation addressed post-school goals for independent living	Yes	Partial	No
• Student and parent (if applicable) completed Satisfaction Survey	Yes	Partial	No
• Meeting minutes completed for each student	Yes	Partial	No
• Meeting minutes provided to SPED teacher/case managers, parents, students, CIRCLES staff and agency personnel	Yes	Partial	No
• SLT participation measure completed for student IEP meeting	Yes	Partial	No