



EasyCBM Retaining Students Request Form

This form is designed to document and approve retaining probes in easyCBM. Please answer all questions below, leaving no blanks. This form **must** be completed by the designated RTI² Lead for your school. **Any request submitted by other staff members will be returned.** Incomplete request forms will be sent back to the RTI² Lead. Your request will be processed within **24-48 hours**. **Please submit this completed document to rti2@scsk12.org, making sure to cc your RTI² Advisor.**

RTI² Lead Name _____ **School** _____

1. Date the student(s) data was discussed with the data team: _____
2. Data team members/roles present during this discussion:

PowerSchool ID#	Last Name	First Name	DOB	Grade Level	Instructional Level/Skill Deficit	Identify if ESL or SPED	<i>Office Use Only</i>
458624	Williams	Ashley	1/23/2000	4 th	3 ^d /PRF		

Office Use Only

RTI² Advisor Approval: _____ Date: _____

Electronic Signature: _____

Comments:
