

**Los Angeles Unified School District  
Noble Ave. Elementary  
Inter-Office Memo**

**TO: All Teachers**  
**FROM: Silvia Roman, Intervention Coordinator**  
**DATE: January 15, 2013**  
**RE: Targeted Intervention Program (TIP)**

Dear Teachers,

We are glad to inform you that we will be able to provide ten hours of TIP to our students starting in February. We are looking to work with 2<sup>nd</sup>-5<sup>th</sup> grade students whose scores are **Basic, Strategic** in LPA/MPA or Dibels or **Basic** on CST. The TIP services for 2<sup>nd</sup>-5<sup>th</sup> graders must take place before the CST. In Kinder and first grade we are looking to work with students who are Strategic or Intensive in Dibels. TIP services for Kinder and first grade must end by May 31<sup>st</sup>, 2013.

As part of our Targeted Intervention Program we are requesting that you provide us with the intervention plan that you will follow; which includes meeting time, standards to be covered, participants and a copy of the lesson plans. Registers, pre and post assessment scores (LPA or Dibels), report cards should also be kept and turned in when requested.

Additionally, we are asking you to commit to the dates you assign for your intervention and do not cancel any session. If an extreme emergency should arise and there is the need to cancel the class you should notify the student's parents and the office ASAP.

Are you interested? Please fill out the survey below and return to the Intervention Coordinator box by Friday February 1, 2013.



Name \_\_\_\_\_ Grade \_\_\_\_\_

\_\_\_\_\_ Yes, I am interested in teaching TIP after school.

\_\_\_\_\_ Yes, I am interested in teaching TIP before school.

\_\_\_\_\_ No thank you. I am not interested in teaching TIP at this time. However, I don't mind if another teacher works with my students.

\_\_\_\_\_ I can cover a class in case a sub is needed.

Thank You,

Silvia Román  
c.c. Cara Schneider, Principal