

## The General Education Intervention (GEI) Process

The GEI process is an opportunity to identify methods and procedures that help ensure a student's educational progress. A student may be referred for a GEI meeting by the teacher when a student is exhibiting poor performance in the classroom and intervention strategies implemented by the teacher have not been as successful as expected for this particular student.

A GEI team is comprised of three to five educational professionals, including grade level teachers, an administrator, and an instructional strategies specialist. Other teachers and resource persons are invited to participate as indicated by the uniqueness of the situation for the student. Parents are welcomed to attend.

GEI at Burris is based on the "Creative Problem Solving (CPS)" model:

1. *Explore the Challenge*
  - a. **Objective Finding (OF)**: Identify goal, wish, or challenge.
  - b. **Fact Finding (FF)**: Gather all data (facts, perceptions, feelings).
  - c. **Problem Finding (PF)**: Clarify the problem; focus on the right problem.
2. *Generate Ideas*
  - a. **Idea Finding (IF)**: Defer judgment; explore ideas that are possible solutions.
3. *Prepare for Action*
  - a. **Solution Finding (SF)**: Select and strengthen solutions; decide which are most likely to solve the redefined problem; make it actionable.
  - b. **Acceptance Finding (AF)**: Plan for action; who is responsible, what has to be done by when, what resources are available.

### The GEI process:

1. A parent or school staff member identifies area(s) of academic, behavioral, or social concern. The student's referring teacher completes two forms: (1) **GEI Form 1**: Request for a GEI Team Meeting and (2) **GEI Form 2**: Documentation of Classroom Interventions which identifies the strategies already tried and the results of those efforts. Both forms are submitted to the building administrator who schedules the GEI meeting.
2. The building administrator chairs the GEI meeting, following the CPS model on the **GEI Form 3**: GEI Meeting Notes, recording the discussion and decisions of the GEI team. The GEI team develops the action plan which is recorded on the **GEI Form 4**: GEI Intervention Action Plan, identifying the intervention strategies, implementation process, and progress monitoring. The GEI team records a date and time to reconvene to review the student's progress on the action plan.
3. The GEI team reconvenes at the appointed date and time to review the student's progress, recording such on the **GEI Form 5**: GEI Intervention Action Plan Review. Additional strategies may be identified, and recommendations for future action are determined.

*For additional information, please contact:*

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