

Regulation

INTERVENTION AND REFERRAL SERVICES (I&RS)
FOR GENERAL EDUCATION STUDENTS

I&RS Team

The school principal shall determine the selection of the I&RS team members. The school level I&RS team must include, at minimum, the following participants:

- A. The building principal or administrator designee;
- B. An instructional staff member (general education teacher and /or special education teacher);
- C. One or more representatives from the following: student assistance coordinator, school counselor, school psychologist, learning disabilities teacher consultant, school social worker, speech language specialist, school nurse, board physician, and others as necessary; and
- D. The person requesting assistance may be included in the team composition. In addition, requests can be made from individuals that work with students on behalf of the school district as well as parents or other concerned persons.

Additional staff or resources can be added as ad hoc members as needed. Such teams should include representation from a variety of grade levels and provide a multidisciplinary perspective.

The I&RS Team may also serve as the Section 504 Review Committee. In this capacity they will function as outlined in the Section 504 Services board policy and regulations.

Professional Development

All school staff should be afforded professional development opportunities that support student achievement of high academic standards. Consistent with this principle, the ongoing training of I&RS team members and school staff in effective implementation of the I&RS program is critical.

Staff members should be:

- A. Knowledgeable about the district's and their school's policies and procedures of I&RS as well as related school and community policies and resources;
- B. Knowledgeable about the district's and their school's instructional objectives and curriculum; and
- C. Knowledgeable about traditional, innovative, and culturally sensitive instructional practices and other education program.

INTERVENTION AND REFERRAL SERVICES FOR GENERAL
EDUCATION STUDENTS (regulation continued)

Parental/Guardian Involvement

The teacher, prior to a request for a referral to the I&RS team for assistance, should demonstrate ongoing communications with parent about academic, behavior and/or health issues. Examples may include conferences, phone calls, and notices home.

The parent(s)/guardian(s) shall be involved in academic, behavioral and health planning. Parent/Guardians must be invited to attend the initial meeting and a record of communication between the parent/guardian and the I&RS team must be kept as a part of the I&RS record for the student.

I&RS Team Meetings

Each school will develop a schedule for I&RS team meetings and provide that schedule, upon request to the Director of Student Advocacy or his/her designee. Such meetings will follow research-based procedures for collaborative problem solving meetings.

Documentation

A variety of documentation is required for fidelity to the process for the I&RS team. Below, please find the recommended process and documentation.

- A. Request for Assistance (Exhibit A)
- B. I&RS Intervention Log (Exhibit B)
- C. Parent Notification Letter and Frequently Asked Questions (Exhibit C)
- D. I&RS Action Plan (Exhibit D)

First Reading:	November 3, 2016
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