

Reintegration

Determining Criteria

- A student exhibiting physical aggression or violence will not be considered for reintegration to his/her home district and any other educational setting.
- When a student's point sheet shows increasing percentages on the specific goals and behaviors that resulted in their referral to RRN/S, a criteria meeting will be held. Criteria meeting will be initiated by case manager or reintegration.
- At the criteria meeting, staff will determine the criteria for the student to earn a portion of his/her day in a less restrictive environment. Typically, this is one class at the student's home district school. The criteria set will be used for the entire process of reintegration, where the student is fully reintegrated to his/her home district school. If the team feels it necessary to re-evaluate the criteria, a meeting will be held to revisit that student's specific criteria for reintegration.

Process for Reintegration

Primary Level

1. RRN/S reintegration staff notifies home district case manager that student has met criteria at RRN/S to add more mainstream and asks if student has met mainstream criteria during relevant time frame.
2. Home district case manager assesses whether student has met criteria in the mainstream and notifies RRN/S reintegration staff of result.
3. If student has met criteria, home district case manager explores class options with classroom teacher and gives recommendation to RRN/S reintegration staff.
4. Home district case manager contacts district transportation (if applicable) to prompt of upcoming change.
5. RRN/S reintegration staff seeks consensus on what mainstream class should be added.
6. RRN/S contacts parent/guardian for consensus.
7. RRN/S reintegration staff notifies home district case manager of team choice and for start date.
8. Home district case manager/reintegration confirms additional mainstream with guidance office and new teacher and establishes start date.
9. RRN/S notifies team via e-mail of start date and times.

10. Home district case manager notifies new teacher of any accommodations or behavior plans with support from reintegration. (This includes routing the full IEP to staff that work with the student)
 - a. Home district case manager submits a copy of IEP Routing Form to RRN/S case manager.
11. Home district case managers will track data and service minutes (if applicable). Class schedule and mainstream data must be made available for review in any of the following situations:
 - a. IEP meetings.
 - b. At the request of reintegration specialist.
 - c. At the request of RRN/S case manager for quarterly reporting.
12. Prior to any changes in mainstream schedule, including quarter, trimester and semester breaks, home district case managers must contact RRN/S reintegration staff who will seek team consensus on the changes.

Secondary Level

1. RRN/S reintegration staff notifies home district case manager that student has met criteria at RRN/S to add more mainstream and asks if student has met mainstream criteria during relevant time frame.
2. Home district case manager assesses whether student has met criteria in the mainstream and notifies RRN/S reintegration staff of result.
3. If student has met criteria, home district case manager explores with guidance office the class/course options and gives recommendation to RRN/S reintegration staff.
 - a. Home district case manager and guidance counselor team to determine individual student needs (future goals regarding post secondary education, etc.)
 - b. Guidance counselor provides recommendation on most appropriate class/course.
 - Elective/preferred class.
 - Required class.
 - Independent study in resource room working on core content.
4. Home district case manager contacts district transportation (if applicable) to prompt of upcoming change. (follow district policy)
5. RRN/S reintegration staff seeks consensus on what mainstream class should be added.
6. RRN/S contacts parent/guardian for consensus.
7. RRN/S reintegration staff notifies home district case manager of team choice and asks for start date.

8. Home district case manager/reintegration confirms additional mainstream with guidance office and new teacher and establishes start date.
9. RRN/S notifies team via e-mail of start date and times. (Team members may vary depending on student needs.)
10. Home district case manager notifies new teacher of any accommodations or behavior plans and routes IEP to staff that will be working with the student. Home district case manager submits a copy of IEP Routing Form to RRN/S case manager.
11. Home district case managers will track mainstream data and service minutes (if applicable.) Class schedule and mainstream minutes must be made available for review in any of the following situations:
 - a. IEP meetings.
 - b. At the request of reintegration specialist.
 - c. At the request of RRN/S case manager for quarterly reporting.
12. Prior to any changes in mainstream schedule, including quarter and semester breaks, home district case managers must contact RRN/S reintegration staff who will seek team consensus on the changes.

Ongoing Reintegration/Data Collection

Decisions to add, maintain, or decrease classes in the home district is based on data collection. Data will be collected as follows:

1. RRN/S reintegration staff provides home district case manager with a tracking form/point sheet with student goals. Home district case manager may use RRN/S tracking form/point sheet for data collection or offer an alternate form to be approved by reintegration specialist.
2. Home district case manager distributes tracking forms to all teachers who observe, rate, and monitor student's behaviors.
3. Home district case manager may choose to explain this tracking form to teachers or ask reintegration specialist to explain the tracking form. Ultimately, it is the district casemanager's responsibility to track data (daily, weekly).
3. Home district case manager collects data from teachers on a set schedule (daily, weekly). Data on behavior goals must be summarized (spreadsheet/graph/and short narrative) by home district case manager for review in any of the following situations:
 - a. To determine if criteria has been met for adding more mainstream.
 - b. IEP meetings.
 - c. At the request of reintegration specialist.

- d. At the request of RRN/S case manager for progress reporting.
4. If regular education teachers are not collecting data for home district case managers SPED coordinators should be notified.

Once the reintegration begins, the student must follow the pre-determined criteria established at the team meeting. The student must demonstrate acceptable behaviors in both RRN/S and the district's school environment to add additional time. The reintegration staff will consult regularly with home district staff (e.g., teacher(s), case manager, principal, social worker).

If behaviors in the home school environment do not improve and/or interventions do not work, the reintegration staff, parent, and school district representative will make the decision whether to continue or discontinue programming outside of RRN/S. A student may lose one or more classes depending on the specific situation(s).

Full Time Reintegration and Exit Procedures

When students leave Rum River North/South to attend the home district full time, all state reporting (MARSS) goes back to the district. Along with this, all case management responsibilities also return to the home district.

When a student meets the criteria to add the **last** class period in the home district, RRN/S reintegration staff/casemanager will initiate a team meeting.

Once parent has given approval to make the change of placement via phone contact, RRN/S case manager will transfer case management of Sped Forms to home district case manager.

Home district case manager will complete the following (within 3 days):

1. The IEP must be changed to reflect current services. This will be the responsibility of the resident district.
 - Page 1
 - providing district
 - school of enrollment
 - case manager
 - federal setting
 - progress reporting
 - Services & Modifications
 - special education and related services
 - special transportation
 - program modifications, supports
 - LRE
2. Prior Written Notice/Parental Consent/Agreement to Amend completed. Transportation arrangements completed.

3. Parent signature obtained, or 14 days, prior to student returning full time.

4. Home district casemanager notifies team members of change upon signature of the IEP and start date.

RRN/S will retain all Due Process paperwork originated by the program(s) and will provide a copy of the most current IEP and ER as requested.

If after 60 school days the student is demonstrating significant behavior difficulties, RRN/S reintegration staff will determine whether a formal referral is warranted.