

2417 PUPIL INTERVENTION AND REFERRAL SERVICES

The Board of Education directs the establishment and implementation in each school building in which general education pupils are served, a coordinated system for planning and delivering intervention and referral services designed to assist pupils who are experiencing learning, behavior, or health difficulties, and to assist staff who have difficulties in addressing pupils' learning, behavior, or health needs in accordance with the requirements of N.J.A.C. 6A:16-8.1 and 6A:16-8.2. The Board adopts this appropriate multidisciplinary team approach for planning and delivering the services required under N.J.A.C. 6A:16-8.

Pupils who are experiencing learning, behavior, or health difficulties shall be referred to the school's Intervention and Referral Services (I&RS) Team. The intervention and referral services shall be provided to aid pupils in the general education program and may be provided for pupils who have been determined to need special education programs and services pursuant to N.J.A.C. 6A:16-8.1(a). The intervention and referral services provided for pupils who have been determined to need special education programs and services shall be coordinated with the pupil's Individualized Education Program Team, as appropriate.

The functions of the system of intervention and referral services in each school building which general education pupils are served shall be pursuant to N.J.A.C. 6A:16-8.2(a) and as outlined in Regulation 2417.

Records of all requests for assistance, all intervention and referral services action plans, and all related pupil information shall be maintained in accordance with Federal and State laws and regulations and New Jersey administrative code pursuant to N.J.A.C. 6A:16-8.2(a)9.

The I&RS Team shall review and assess the effectiveness of the provisions of each intervention and referral services action plan in achieving the outcomes identified in each action plan and modify each action plan to achieve the outcomes, as appropriate.

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At a minimum, the I&RS Team shall annually review the intervention and referral services action plans and the actions taken as a result of the building's system of intervention and referral services, and make recommendations to the Principal for improving school programs and services, as appropriate.

At the end of the school year, the Principal shall, in consultation with the I&RS Team, develop a report on the concerns and issues identified by the I&RS Team and the effectiveness of the services provided in achieving the outcomes identified in the intervention and referral services action plans. This report shall be provided to the Superintendent of Schools.

N.J.A.C. 6A:14; 6A:16-8.1; 6A:16-8.2

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A. Establishment of Intervention and Referral Services

1. The Superintendent of Schools will establish and implement in each school building in which general education pupils are served, a coordinated system for planning and delivering intervention and referral services designed to assist pupils who are experiencing learning, behavior, or health difficulties, and to assist staff who have difficulties in addressing pupils' learning, behavior, or health needs in accordance with the requirements of N.J.A.C. 6A:16-8.1 and 6A:16-8.2.

B. Functions of Intervention and Referral Services

1. The Principal in each school building in which general education pupils are served will establish an Intervention and Referral Services (I&RS) Team. The I&RS Team will be comprised of the following:
 - a. The Principal or a member of the teaching staff other than a special education teaching staff member, who is appointed by the Principal to act on his/her behalf and with his/her authority, shall act as chairperson;
 - b. A member of the Child Study Team (CST) or an educational services staff member;
 - c. The staff member who referred the pupil in need of assistance or identified a school issue for discussion; and
 - d. Such other school staff members as may effectively aid in the development and implementation of the assistance plan for a particular pupil.
2. The district will provide support, guidance, and professional development to school staff members who participate in each school's system for planning and providing intervention and referral services.

C. Pupil Referral

1. A pupil not known to have a disability who is experiencing learning, behavior, or health difficulties shall be referred to the I&RS Team. This referral may be made by any school staff member or by the pupil's parent/legal guardian. The pupil's parent/legal guardian shall be informed of any such referral.
 - a. The district will provide support, guidance, and professional development to school staff members on identifying pupil learning, behavior, and health difficulties.
2. When it appears that a referred pupil may have a disability, the I&RS Team shall refer the pupil to the CST for evaluation pursuant to Policy 2460 for a determination of the pupil's eligibility for special education and/or related services.
3. The I&RS Team shall consult with the pupil's teacher(s), parent/legal guardian, and any school staff member as appropriate to identify and collect information on the learning, behavior, and health difficulties of the pupil.
4. The school nurse may be requested to review the pupil's health records and inform the Principal of any health condition relevant to the pupil's difficulties. Any information regarding any infection with HIV virus or AIDS may be released only with the written permission of the adult pupil or the pupil's parent/legal guardian.
5. As appropriate, the I&RS Team may consult with community-based social and health agencies that provide services to the pupil or the pupil's family.
6. The I&RS Team shall determine if the pupil's learning, behavior, and/or health difficulties may be helped with a written action plan.

D. Intervention and Referral Services Action Plans

1. The I&RS Team shall develop and implement a written action plan for referred pupils that provide for appropriate school or community interventions or referrals to school and community resources, based on collected data and desired outcomes for the identified learning, behavior, or health difficulties.

2. The intervention and referral services action plan shall:
 - a. Detail any modifications in the pupil's educational program which will include, but not be limited to, support and guidance to the pupil's teacher(s);
 - b. List the persons who will implement the action plan;
 - c. Include any recommendations for assessment and referral to specified school or community-based social and/or health provider agencies;
 - d. Document parental notification of the pupil's referral and any change in educational placement or the withholding of parental notification because child abuse was suspected or Federal rules mandated confidentiality in an alcohol or drug related matter;
 - e. Involve the pupil's parent/legal guardian in the development and implementation of any intervention and referral services action plan by being offered an opportunity to provide input in the development and implementation of the action plan;
 - f. Identify the I&RS Team member(s) who will coordinate the access to and delivery of school resources and services for achieving outcomes identified in the intervention and referral services action plan; and
 - g. Identify the I&RS Team member(s) who will coordinate the services of community-based social and health provider agencies and other community resources for achieving outcomes identified in the intervention and referral services action plan.

3. The implementation and effectiveness of each intervention and referral services action plan shall be reviewed by the I&RS Team within eight calendar weeks from the beginning of its implementation. The I&RS Team shall consult the referring school staff member and any other school staff members to assess the effectiveness of the plan.
 - a. If the action plan is not achieving the identified outcomes, the plan shall be modified to achieve the outcomes, as appropriate. If the review indicates the pupil may have a disability, the pupil shall be referred to the CST.

4. The I&RS Team may review any intervention and referral services action plan throughout the school year. However, at a minimum, the I&RS Team shall annually review all intervention and referral services action plans and the actions taken as a result of the school building's system of intervention and referral services, and make recommendations to the Principal for improving school programs and services, as appropriate.
- E. Annual Report
1. At the end of the school year, the Principal shall, in consultation with the I&RS Team, develop a report on the concerns and issues identified by the I&RS Team and the effectiveness of the services provided in achieving the outcomes identified in the intervention and referral services action plans. The report shall also include:
 - a. A description of the needs and issues identified through referrals to the I&RS Team;
 - b. An identification and analysis of significant needs and issues that could facilitate school planning for the subsequent year;
 - c. A description of activities planned in response to the needs and issues significant in school planning; and
 - d. Any other information the Principal or the I&RS Team determine would be beneficial to improving the school's system for planning and delivering intervention and referral services designed to assist pupils.
 2. The Principal's report shall be provided to the Superintendent of Schools.

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