ISD MoCI/SCI Program Referral Process

1. Teacher, staff member or parent believes placement in an ISD program is most appropriate to meet student needs. This person will contact principal to begin process of determining appropriate placement.

2. Principal contacts ISD special education director who assigns appropriate ISD classroom teacher to observe student in current placement. Observation by ISD teacher must be completed prior to program referral staff meeting. Teacher contacts local district principal to inform them when observation is complete.

3. Principal schedules staffing to complete MoCI/SCI program referral staffing form.
   a. Members needed for staffing: Principal, parents, general education teacher, resource room teacher, current ISD special education service providers, and ISD school psychologist.

4. Conduct staffing and team completes referral staffing form. If student does not meet criteria listed below they are not eligible for placement in either ISD program.
   a. Criteria must be:
      i. IQ of 69 or lower
      ii. Reading and math scores off a standardized achievement test at the 6th percentile or lower
      iii. Impairment of adaptive behavior
      iv. All above criteria are adversely affecting students educational performance.

5. If current data supports programming in either ISD classrooms team will either complete a REED if further data is needed or schedule an IEP for change of placement.

6. If current data does not support programming in either ISD classroom team will schedule staffing to review students current program and develop a more appropriate program to meet students needs.

MoCI/SCI Program Referral Staffing Form

Name:_____   Date:_____

District:_____   Grade/Age:_____

Attendees:_____

_____

Current Special Education Eligibility:_____

Current Special Education Placement:_____

Rational for change of placement:_____

_____

Current Schedule and Grades:_____

Eligibility Criteria

Area	Test Date	Standardized Test Administered	Standard Scores/Percentile
Cognitive (IQ)			
Academic (Reading and Math)			
Adaptive Behavior			

____ Meets criteria and schedule IEP for change of placement.

____ Does not meet criteria and schedule staffing to review current program needs.

____Complete REED to gather data needed to determine appropriate placement.