

District Review Team Meeting Schedule 2022-2023

Aug. 25	9am	Any new enrollments (review)
Sept.		Emergency referrals only
Oct. 17	9am	Elementary referrals (paperwork due by Oct. 10)
Nov.		Emergency referrals only
Dec. 5	9am	K-12 referrals for 2nd semester start (paperwork due by Nov. 28)
Jan.		Emergency referrals only
Feb. 27	9am	Elementary referrals (paperwork due by Feb. 20)
Mar.		Emergency referrals only
Apr. 24	9am	All levels - ALL EC -for next year start (paperwork due by Apr. 17)
May 22	9am	Elem. & Middle referrals for next year start (paperwork due by May 15)
June 8	9am	High School referrals for next year start (paperwork due by June 7)

Notes:

1. All DRT meetings will be conducted via zoom so that principals and staff can remain at their schools in case of an emergency.
2. Schools are encouraged to hold these dates open between the hours of 9am and one o'clock, just in case they have a student referral.
3. At least one person from your school team (administration and student support staff) needs to attend the DRT zoom meeting. If no one is available, the principal may review the proposed student's paperwork and send the DRT team an email stating their placement opinion.
4. In order to send out an agenda to appropriate parties the day after paperwork is due, referral paperwork that is late by more than one day will be kept at the district office, but will not be reviewed until the following scheduled meeting date.
5. Please be mindful of the time limit scheduled for your zoom meeting. In order to adhere to the time constraints, make sure your paperwork is comprehensive.
6. Day Treatment referrals/exits may be submitted at any time.
7. Emergency referrals must meet the criteria or they will be denied and slated for the next scheduled meeting date.
8. Referral paperwork that is incomplete will be returned to the school with a list of items needed for resubmission.