

RTO Reduction Plan

Date: April 3, 2023

District: Panhandle CUSD #2

Provide details of a plan to support a vision for cultural change that reinforces the following:

RTO Reduction Goal: #1- Reduce the number of RTO incidents by 10%; #2- Reduce the number of students experiencing RTO by 10%; Goal #3-The plan’s objective shall be a 25% reduction in the use of PR, TO, and ITO over a 30 day period for students experiencing five-plus instances in a 30 day period. What targeted areas for RTO reduction were not as successful (if any)? Please describe any factors that contributed to the unexpected results from your previous RTO Reduction Plan. Plan was successful.

Progress: 1 RTO, TO, and ITO in 2021-2022 and no occurrences of RTO, TO, or ITO in 2022-2023 school year.

Oversight Committee Member	Position/Title
Barb Daugherty	Program Coordinator
Aaron Hopper	Superintendent
Ken Schuster	Principal
Joe Webb	Dean of Students
Christina Lipe	Teacher
Erica Schoen	Teacher
Sue Bailey	Paraprofessional
Caleb Kirkpatrick	Guidance Counselor
Lynn Cina	School Social Worker

Required Components	Action Item	Steps to Complete Action Item	Timeline	Responsible Party
A. Expand positive behavioral interventions and supports	The district has hired a school student adviser to work with the elementary students.	Continue	On-going	District Administration
	The district will revisit, refine, and expand the PBIS and RTI programs.	Continue RTI Implementation		Rtl/ Committee Members
	Behavioral expectations posted and taught throughout the year	Continue	On-going	District Administration and teachers
	K - 5 social/emotional lessons; Second Step curriculum	Continue	On-going	Midstate and Elementary staff
	6-12 assemblies addressing social/emotional concerns. Monthly Social/Emotional lessons	Continue	On-going	Barb Daugherty, district administration & 6-12 teachers
	The district holds regular incentive celebrations every 6 weeks	Continue	On-going	Adminstration and Teachers

B. Best practices to de-escalate situation	The district trains and certifies select staff in CPI. Staff involved in RTO complete 8 hours trauma informed and restorative practices training.	De-escalation training is provided annually as a part of the teacher institute and/or mandated trainings	Aug-23	Midstate Staff
	Discuss definition of restraint and time out with all staff	Continue in FY24	Annually	District Administration
	Trauma informed practices provided for entire district FY23	Continue in FY24	On-going	Aaron Hopper
C. Utilization of crisis intervention techniques	The district provides annual CPI training following crisis procedures inclusive of the trauma informed and restorative practices for select crises teams.	Require CPI de-escalation certification for all staff and physical restraint training for select crises teams. Maintain accurate log of certification and expiration.	Annually	Midstate Staff
D. Utilize debriefing meetings to analyze what/why RTO occurred and ways to prevent	Offer Post RTO meetings with parents within 2 days following each RTO incident.	Utilize Physical Restraint and Time Out Meeting Form to document discussion with parents.	On-going	District Administration
	Develop and add debriefing student team meetings to RTO Process	Debriefing Guide		
E. Process for keeping staff informed of abuse/mental health history	Inform appropriate staff working with students who have a traumatic history	Continue individual discussions, small group meetings, provide specific info for substitutes	On-going	Mid-State, District staff and District Administration
	Continue Child Find responsibilities			

F. Steps to develop individualized student plan apart form IEP/504	Regular education behavior intervention plan	BIP	On-going	Mid-State Administration
	Check in check out, contracts	Sample Personal Success Plan template		District Administration
	Data analysis teams	Sample instructions from Univ Heights		
	Family outreach and Home visits	Develop behavioral tiers		School counselors/ Social worker/Mid-State Admin
G. Make information available to parents	Add RTO info to district website	RTO Plan, RTO rules, ISBE Complaint posted on district website	On-going	Aaron Hopper
H. Describe the modification process	Conduct Annual Oversight Committee Meetings.	Meetings will be scheduled for April. Additional meetings will be held when adjustments or changes to the plan are necessary.	On-going	Aaron Hopper