

Overview: District Collaborative Support Referrals

This is a collaborative, problem-solving process that centers around the needs of priority learners and aims to help SBTs identify, reduce and/or remove barriers to access and learning. Students referred are typically exhibiting disengagement, distressed behaviours, and/or mental health concerns.

When to refer: Referrals are made in [the Referral App](#) after multiple SBT discussions and problem-solving by the school and home team. Supporting documentation is requested and preferred. (SBT notes, existing plans, etc.)

District Supporting Roles: DLSTs, District Counsellors, District Lead Youth & Family Support, EA mentors (at times)

Referral Response Timeline: Referrals are vetted and assigned weekly with an aim to respond within 2 weeks. Typically, one District Team member is assigned to respond. At times, complex scenarios will have multi-layered support and include more than one district support role.

Range of Supports: Referral responses vary and can include...

- Consultation (phone or in person) and file reviews
- Attending problem-solving and collaborative planning meetings (including ICMs)
- Advising on data collection and interpretation, progress monitoring
- Recommending evidence-based strategies
- Co-creating support &/or safety plans, IEPs
- Consulting on programming (implementing plans)
- Modeling strategies alongside LSTs/ILTs, counsellors, teachers, EAs
- Connecting and collaborating with community resources / outside agencies

Supporting documents – can be found on the [SBT Key Documents](#) page on the website

Guiding Principles (People, Places, Planning)

Collaborative Checklist of Student Supports

Student Support Plan

District Team members that support referrals

Name	Role
David Hovis	Director of Instruction (Elementary supports)
Joanna Snow	District Principal (Elementary supports)
Hilary Braid-Skolski	District Principal (Middle supports)
Sean McCartney	Director of Instruction (Secondary supports)
Katrina McGee	District Learning Support Teacher (Behaviour Analyst)
Tanya Ross	District Learning Support Teacher
Deanna Ritchie	District Learning Support Teacher
Tresa Marshall (on leave)	District Learning Support Teacher
Monique Moore	District Counsellor
Maureen von Tigerstrom	District Counsellor
Jen Aston	District Lead Youth and Family Support
Jessie Moore	Vice Principal, Victor School
Jade Toye-Watson	Inclusive Learning Teacher, NVCi Instructor
Denyse Zumach	EA Mentor
Jody Boreen	EA Mentor