

**Tri-County Community Transition Interagency Committee (CTIC)
(Isanti, Kanabec and Mille Lacs Counties)
Operating Procedures**

Rum River Special Education Cooperative (RRSEC) is an agency of seven member school districts (Cambridge-Isanti, Princeton, Milaca, Ogilvie, Isle, Braham, Mora) that have joined together with county and community partners to provide services to students grade 9-12 through the Tri-County Community Transition Interagency Committee (CTIC). This mission of CTIC is to identify and provide information to assist youth with special needs and their families in accessing available resource and services for transition.

The chair of the committee is Kari Latterell, RRSEC Special Education Coordinator. The CTIC coordinates efforts between its member school districts and county/community partners to assure that transition needs of individuals with disabilities are met. Current team membership includes:

- Parent(s)
- Student(s) are recognized at meeting by member districts
- RRSEC Special Education Coordinator
- School district:
 - Special Education teacher
 - Regular Education teacher
 - Work Skills Teacher
 - Community Education
 - Administrator
- Other agencies represented include:
 - County Rehabilitation Services
 - Mental Health Service Providers
 - Workforce Center
 - Central Minnesota Jobs and Training
 - Community Partners

Teachers serving as work skill coordinators are in each of the member school districts to facilitate transition programming within the district. Regional representatives from county/community partners connect with their assigned school districts to facilitate referrals from case managers and parents for transition services/supports. School district case managers invite county/community partners to meet with students and parents to monitor progress and to participate in individual education plan meetings. Each high school also designates a representatives to attend CTIC meetings to network with other CTIC members from the region.

Exchange of agency information is also done through regularly scheduled CTIC meetings. Meetings occur four times a year on the second Thursday of the months of September, November, January and April. Meetings are held at 1:00pm with locations rotating throughout the school districts and community partners we serve. At each meeting a spotlight agency is identified. This agency shares more about their services/programs and answers questions from the CTIC members who are in attendance. This information is disseminated with the CTIC minutes to all members and is posted on the Rum River Special Education Cooperatives webpage.

Specific programs provided by the Tri-County CTIC include an annual transition event in March of each year which targets the support of secondary and postsecondary aged youth with disabilities and their families. The event rotates every other year between the Transition Fair and Work Skills Day. Special education students who are juniors and seniors are invited to participate in these events. These annual events are paid for by a contribution of funds from our member school districts. Events are organized and run by community and CTIC volunteers. When expenses for events run more than the funds provided by member districts, grants and donations have been sought by CTIC members.