

Reintegration Plan Meeting Form

A Template and Model for
Local Education Agencies



Instructions

The Reintegration Plan Meeting Form is designed in alignment with Utah Code § 53G-8-213, which outlines requirements to support a student's successful return following a disciplinary removal. This fillable PDF provides a ready-to-use format for Local Education Agencies (LEAs), ensuring a consistent and accessible process for planning, documenting, and supporting reintegration.



Reintegration Plan Meeting Model Template

In Accordance with Utah Code [§ 53G-8-213](#)

Meeting to be held in person within 5 school days of receipt of notification.

Student	Student ID	Case Number
School	Grade	Meeting Date
Last School Attended	Last Day Attended	
Select each that apply:	Youth in Care	IEP/504
		Other

On		from	
<i>Date</i>	<i>LEA Representative</i>		<i>LEA Name</i>
was notified by		from	
	<i>Representative Name</i>		<i>Agency Name</i>

The student above was: **arrested for; charged with; or adjudicated in the juvenile court for a [violent felony](#) or a [weapons offense](#):**

Charge	Case Number
Charge	Case Number
Charge	Case Number

Additional Sources of Information and Relevant Findings

Prior discipline incidents

Academic records

Special education records

Records from other schools

Law enforcement records

Records from outside agencies

Such as social services, risk assessment, etc.

Other

Key individuals **shall** be part of the multidisciplinary team involved in the development of the reintegration plan.

Signatures

**Participation in this meeting is not an admission of guilt*

By signing below, you acknowledge your responsibility and agree to keep the information obtained during this meeting confidential.

Student Name*	Guardian Name
<i>Student Signature</i>	<i>Guardian Signature</i>
LEA Representative	Juvenile Court
<i>LEA Representative Signature</i>	<i>Juvenile Court Signature</i>
Security Specialist	JJYS Representative
<i>Security Specialist Signature</i>	<i>JJYS Representative Signature</i>
School Resource Officer	Security Director
<i>School Resource Officer Signature</i>	<i>Security Director Signature</i>
Other	Other
<i>Agency Name</i>	<i>Agency Name</i>
Name	Name
<i>Signature of Other (1) Representative</i>	<i>Signature of Other (2) Representative</i>
Other	Other
<i>Agency Name</i>	<i>Agency Name</i>
Name	Name
<i>Signature of Other (3) Representative</i>	<i>Signature of Other (4) Representative</i>

Utah Code § 53G-8-213 | H.B. 304, H.B. 362, Senate Bill (S.B.) 246 (2024): Reintegration plan for student alleged to have committed serious offenses or weapon offense.

The school may deny admission to the student until the school completes the reintegration plan under Subsection (2).

- The reintegration plan under Subsection (2) shall address:
 - a. A behavioral intervention for the student.
 - b. A short-term mental health or counseling service for the student; and
 - c. An academic intervention for the student.
- If the serious offense was directed at a school employee or another student within the school, notification of the reintegration plan to that school employee or student and the student's parent. A school district may not reintegrate a student into a school where: (a) a student or staff member has a protective order against the student being reintegrated; or (b) a student or staff member is the victim of a sexual crime committed by the student being reintegrated.
- A reintegration plan under this section is classified as a protected record under Section 63G-2-305(7). All other records of disclosures under this section are governed by Title 63G, Chapter 2, Government Records Access and Management Act, and the Family Educational Rights and Privacy Act, 20 U.S.C. Sec. 1232g.

Beginning no later than July 1, 2025, an LEA shall digitally maintain the secure file described in Subsection (3) or, if available, the students related reintegration plan described in Utah Code § 53G-8-213, for one year from the day the notice is received and ensure the secure file follows the student if the student transfers to a different school or LEA.

Actions Taken

This is a list of common actions taken in response to a threat. Each case may require a unique set of actions. Add the target date and name of the person taking action if appropriate.

	Item	Individual	Target Date
General/Recommended	Increased Contact/Monitoring of Student		
	Scheduled or Random Searches		
	Parent Conference		
	Contacted Target of Threat, Including Parent If Target is a Minor		
	Consultation with Student's Counselor		
	Other		
Disciplinary/Accountability	Conflict Mediation Through Administrator		
	Comprehensive School Threat Assessment Guidelines (CSTAG)		
	Accountability Practices (e.g., Restorative)		
	Change in School Placement (e.g., transfer, Disciplinary Alternative Education Program (DAEP)		
	School-based Non-Aggression Agreement		
	Other		
Mental Health	Mental Health Assessment		
	Referral to Outside Mental Health Services		
	Utilize Mentoring Program		
	Services for other persons affected by returning student		
	Other		

	Item	Individual	Target Date
Logistics	Schedule Change		
	Shortened Schedule		
	Transportation Change		
	Other		
Special Consideration	Review of Individualized Education Program (IEP) or 504 Plan for Students Already Receiving Services		
	Behavior Support Plan created or modified		
	Other	Other Special Considerations (1)	
	Other	Other Special Considerations (2)	

Additional Comments or Meeting Notes