

September 2022 Elementary Special Services (K-6)

Welcome to the 2022-23 school year! Veteran teachers- reach out to new teachers and help if you can. New teachers- reach out for any assistance you may need! We will keep teachers if we collaborate! Our students need us.

Jermey and i are waiting to hear back from Chrissy Murrin to discuss the 2022-23 school year. If you have any concerns or questions, please let us know. We will add them to the agenda.

Special Education:

Caseloads:

If there is a problem with receiving your caseload, please talk to your lead teachers first. There may be several reasons why you haven't received it yet. Everyone should have caseloads by September 12th.

When you receive your caseload, please check that it is in compliance and the FTE is equal to 1. If your caseload is over, please contact me so we can go over it together.

Paperwork:

You may receive some paperwork that was not completed from last year. Ask your PC how to proceed with the paperwork. The last case manager may still be working on it. The last case manager may not be in the district any more.

If you feel that you cannot complete any paperwork, or hold meetings, in order to stay in compliance, reach out to your PC in an email stating exactly what you may not complete on time.

Keep track of all paperwork that you complete. This will help you determine if you have completed a full FTE of 1.

Reading Virtual Academy (RVA)-

Most IEP students have returned to the buildings. They may have difficulty adjusting to the building at first. Some have not been back since shut down in March of 2020.

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FBA -

These are time consuming and we want to be successful with the data collected by all participants. Regular Ed teachers may help you with the observations that are required. The procedure is in the Special Ed Procedure Manual on pages 145-158.

Interventions:

Reach out to your lead teachers for materials. They should contact the building PCS. There is a specific form for them to fill out.

Math 180 is for grades 7-12. Materials have not been received yet.

LRE - We need to continue to individualize our IEPs so that students receive support that they need. If you are requested to change a level of support for no valid educational reason, let us know.

Change in Placement:

If you have been requesting that a PC observe a student for a change in placement since last year, reach out and send the PC an email stating when you requested it and why. Provide a timeline of requests so we can assist you. Pages 195 of the manual.

ESL: Ellevation monitoring forms: If a student is flagged in the system, the ESL case manager will contact you about the student. If you have any questions about monitoring forms, please reach out to your grade level ESL teacher. If an IEP student is reclassified, please reach out to the case manager to Exit the student with the proper changes to the IEP.

Interventions: ESL and Special Ed case managers should collaborate in order to assure students are receiving interventions without an overlap in programs. It is hard to find time to collaborate. Please communicate the best that you can.

Reps- Please invite Jeremy and Chrissie to your monthly building meetings

Officers- if you hold meetings, let us know so that we may attend

Respectfully submitted,
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