

November 2022 Elementary Special Services

Special Education:

MOU-Voluntary :

The MOU was passed during the vote from our members in October as well as the RSD School Board at the October meeting. Your Lead Teacher and PC are working together to determine caseloads at this time. You should be asked and NOT told to take on more responsibilities. It is VOLUNTARY.

Child Count:

Paperwork is due by 11/11. If you find that you will not be able to meet that deadline- contact your lead Teacher and building PC in an email. They can assist you.

Progress Reports:

IEP plus is unlocked and will be closed on 11/24/22. Start inputting your data. Remember to send a copy home to the parents. You can also give them to parents at conferences.

Caseloads:

Please run a cognos report on a regular basis and check with your lead teachers to verify the case load. When you receive your caseload, please check that it is in compliance and the FTE is equal to 1. It is important to keep a running list of your caseload and what IEPs you have already completed this year. This will apply to your FTE.

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. Remember to progress monitor these students as well.

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.

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 Jeremy and Chrissiel 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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