Student Services Department



Staffing

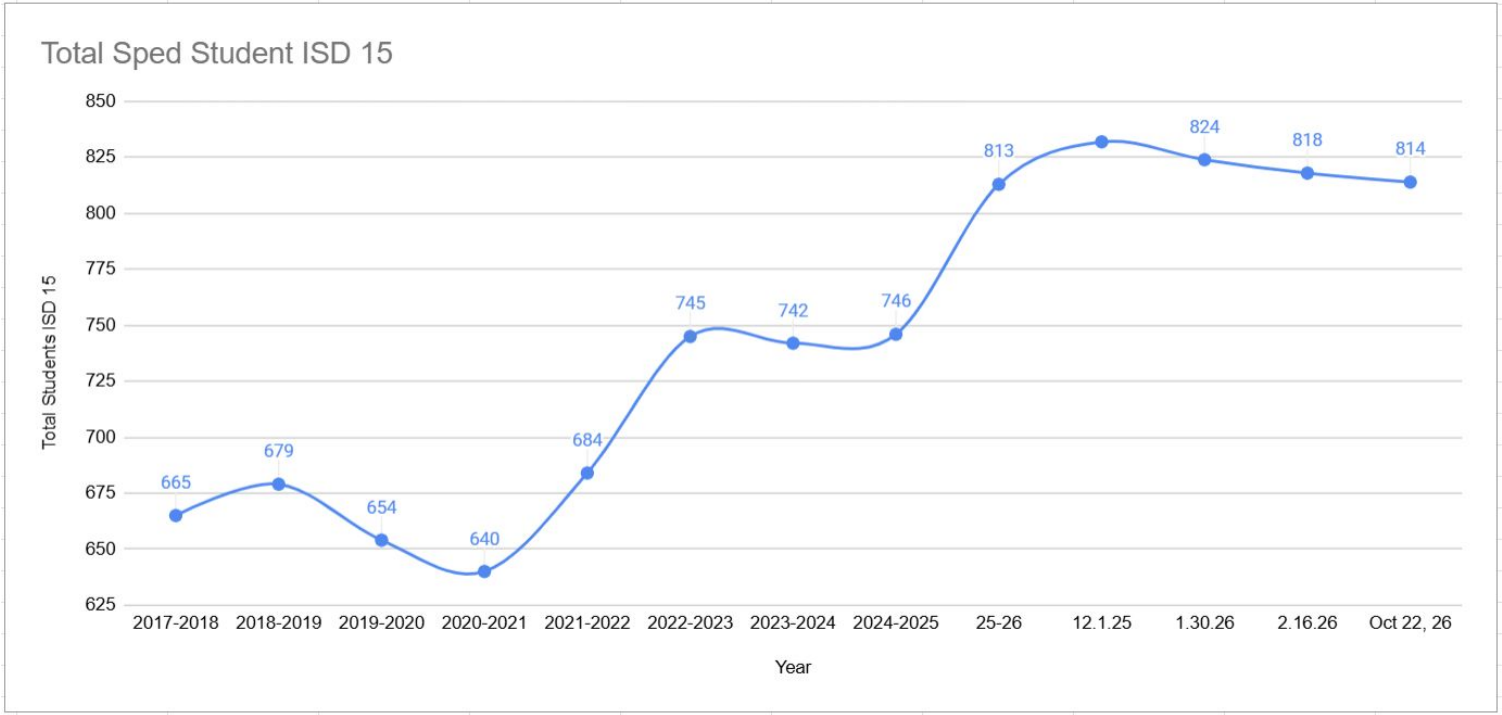
Teachers: 88

*we have 9 contracted services

*SW included in the count

EAs: 125 (15 openings)

Students: Count taken prior to December 1. Some initial evaluations are still in process



Early Childhood: Birth - 5
Kandi Danielson

- ECFC: Teachers and EAs
- Crossroads East SPED supervisor
- ECSE ESY
- Oversee and approve ECSE expenditures
- PT - both staff from Capernaum with Parson
- Primary Budget
- HMG Coordinator-referrals
- SPED Manual (Part C)
- PRT Admin (ECSE)
- SPED oversight at East





Elementary - Kindergarten - 5th grade
Bridget Brown

- K-5 Special education
- Beh/ASD Consultant
- Quarterly Restrictive procedures/seclusion committee
- Level 4 Elementary student placements
- Elementary coordinator for RP/Seclusions debrief meetings (2-3 a week)
- ESY Elementary
- PRT admin- K-5 sped teachers
- Ukeru trainer



Secondary and St Francis Learning Center

Leah West

- SFHS/SFMS
- ESY 6-12
- SFLC (Restore, SA, T15 with Parson)
- Level 4 Secondary student placements
- PRT Admin
- CPI trainer, CPI coordinator (Amber S. will do clerical and enter CPI database info AFTER EACH SESSION!)
- Ukeru trainer
- Work Experience (Morgan/HS)
- Secondary coordinator for RP/Seclusions debrief meetings (1-2 months)
- Quarterly Restrictive procedures/seclusion committee



Behind the scenes

Katie Mitchell

- Itinerants
  - DAPE, OT, Speech/Language Pathologist, Social Workers, School Psychologist, Assessment Team, AT -Vicki Lawry, BVI, DHH, Intake Coordinator/Curriculum
- Major Subscriptions
- DPC supervisor - Tammy Albrecht
- Update org chart (June/July and as needed)
- Update Restrictive procedures plan
- EA Professional Development (work with Program Supervisor team)
  - Welcome Back Day
  - Throughout the year
- Teacher Professional Development (work with Program Supervisor team)
  - Welcome Back Day
  - Throughout the year
- SPED Form contact
- CPI Instructor
- Third Party Billing
  - Coordinate forms/processes/updates (with Cori)
  - Social worker MA billing with Cori Johnson and Cynthia Johnson

Cross Roads and Student Services Non-SPED

Al Schlomann: Temporarily assigned as HS AP: Duties have been reassigned

- Crossroads: EAST
- Title 1 Part D
- LSN/Health Services
- AED Coordination
- Student 504’s
  - Includes special transportation
- McKinney Vento
  - Coordinate Transportation
- Care and treatment coordination
  - Coordinate Transportation
- Foster student service coordination
- Basic needs grant facilitator
- Guardianship and ward of state monitoring
- Student Services
  - Major subscriptions
  - MERT teams
  - Contracted Services
  - Crisis Teams
  - Admin Designees





McKinney-Vento Homeless Education



Saint Francis Learning Center
Ben Craig III

- Saints Academy
- **MS ALC**
- Genesis : Alternative to Suspension (K-12)
- First contact for Restore, SPED SA/SO



Student Services District Wide Team

- SPED Teacher and EA PD
  - Welcome Back week
  - Throughout the year
- Transition day Planning
- Interviewing
  - EAs
  - Teacher
- Plan late starts for Teachers and EAs
- Contracted Services
  - On demand
  - Scheduled
- Review SPED manual
- Maintain Fixed assets
- Monitor Maintenance of Effort
- Program reviews
- Staff review/evaluations







Director of Student Services -Deb Parson

- Department contracted services-consultants
  - Rum River (assistive Tech purchases go through Vicki for approval)
  - Bayada
- Work Experience (Larissa/T15)
- SFLC -T15, SA, Restore, Genesis
- Health Services
- Non public schools (shared time/part time)
- PRT Admin–T15
- EA Extra Curricular
- BI PD and e-learning plan
- Oversight of SPED Programing
- Student 504's
- Administers and monitors approved budgets, revenues and expenditures for Student Services
- Oversees and coordinates tuition billing, third party billing, special transportation and referrals for outside services
- Responds to and prepares for MDE fiscal monitoring and information requests
- Directs, supervises and oversees the proper and timely administration of all district-wide state, federal and locally mandated programs and services
- Resolves, mediates and addresses formal and informal complaints concerning due process/hearings or related issues
- Assures compliance with all state and federal regulations and program requirements.
- Supervises and oversees the preparation and submission of various district, state and federal reports and applications pertaining to special education services, staffing, funding and assurances.
- Other duties as assigned (attend board meetings, task forces, Meet and Confer, etc)


THANK YOU!