



Date: May 4, 2021

To: Josh Aurand , Assistant Superintendent of Business Operations
Harlem Board of Education

From: Dr. Michelle Erb, Assistant Superintendent for Curriculum and Instruction

Re: Exceptional Child Online Professional Development System

As a district we are constantly trying to provide quality professional development for all staff. To this end, we have included in the Harlem Support Staff Collective Bargaining Agreement. Article 15, Section 14 states:

ParaEducators will be required to attend a paid professional development two (2) times per year outside of the workday. A time sheet shall be available and forwarded to the payroll department. The Director of Student Support Services will determine this professional development. A newly hired ParaEducator shall be provided two (2) days of in-service training prior to assuming their duties.

Due to the fact the role of ParaEducator can look different depending on the position, finding quality professional development that meets the needs of each staff member can be challenging. Student Support Services have evaluated a few companies that offer online professional development specifically for individuals who work with students with exceptionalities.

After analyzing these products, Heidi Lange and Shannon Rice are recommending that we purchase Exceptional Child Online Professional Development Services. The Exceptional Child Online Professional Development System not only offers over 100 trainings on topics like accommodations & modifications, ADHA, autism, Behavior, IEP's, inclusion, and special education law, they have also made their platform easy to use for both staff and administrators. Administrators are able to assign courses to new hires, individuals, and/or groups of staff.

Cost

250 Staff @ \$20/person

\$5000 (Title II)

These licenses will be funded through Title II. We will evaluate the use of this product to determine if we will continue to use this to support ParaEducators, to add additional staff, or to find another product that can better meet the needs of our staff.

