



MEMO

TO: Weber School District Board Members: Paul Widdison, Jon Ritchie, Kelly Larson, Douglas Hurst, Janis Christensen, Bruce Jardine, and Jan Burell
Superintendent Gina Butters

FROM: Jennifer Warren
Special Education Supervisor

DATE: May 25, 2023

SUBJECT: Request to Consult with Utah State University ASSERT

The Special Education Department is requesting to participate in continued consultation with Utah State University Autism Support Services: Education, Research, and Training (ASSERT) program. For the 2022-2023 school year, this opportunity provided support for our preschool and life skills students through training and programming resources for teachers, paraeducators and behavior specialists. We'd like the opportunity to continue this collaboration for the 2023-2024 school year adding another cohort of teachers to the training and coaching sessions. For the continued collaboration, consultation, and expansion through USU ASSERT, we are requesting approval to pay \$37,515. Thank you for your support of our special education students.

Consulting Plan-Weber School District

Proposed Duration of Consultation: July 1, 2023-June 30, 2024

Definition of Roles and Proposed Activities:

Kassidy Reinert, Project Consultant-

The Project Consultant will provide support through both traditional face-to-face consultation and via technology-mediated interactions to teachers throughout Weber School District (WSD), including those teaching in intensive ABA preschool classrooms, other special education classrooms, and regular education classrooms. The Project Consultant will be on-site 4 days per month (or will provide equivalent contact time via video-conference), with the exception of WSD and Utah State University holidays, throughout the consultative period. She will also provide consultation via phone and through email when necessary.

In coordination with the Weber SD Preschool Coordinator (Amy Peters) and the Special Education Supervisor (Jennifer Warren) the Project Consultant will provide training and follow-up support to targeted teachers within Weber SD. The Project Consultant will also continue to provide support to the teachers working in Weber SD Tier 3 and Tier 2.5 preschool classrooms for students with autism spectrum disorders on an as need basis. Support will be in the following forms:

- 1) **Training/Coaching:** The Project Consultant will provide ongoing training and coaching to school district personnel for the duration of the consulting agreement. Her time will be split between observing teaching interactions and providing staff with suggestions and feedback for improving performance in their classrooms. She will continue to work with the district leadership to facilitate the continued development of the applied behavior analysis training classrooms and the advanced training of all staff working within each of these classrooms.
- 2) **Curriculum/Programming:** The Project Consultant will continue to assist district staff in the selection and design of curricula and related materials for new and existing preschool students as well as other students in general and special education classrooms throughout the district.
- 3) **Data Systems Management:** The Project Consultant will assist school district personnel in maintaining an ongoing data collection and analysis system for monitoring student performance. She will also assist staff in making curriculum decisions based on these data.
- 4) **Functional Assessment and Intervention:** The Project Consultant will assist in the completion of functional behavioral assessments and the design of positive behavior intervention plans for challenging behaviors exhibited by students in district classrooms.

5) Outcome/Effectiveness Data: Under the direction of the Project Director, the Project Consultant will assist in the design and collection of data related to the effectiveness of the consultation.

6) Transition Services: The Project Consultant will work with district staff to develop transition protocols and plan specifically for the individual transitions of students leaving the program. This will include: identifying target classroom, training of target classroom staff, and preparation of the student for the transition. The Project Consultant will also assist district staff in monitoring the success of students who have transitioned out of the program and modify students' educational programs when necessary.

Project Director (Thomas S. Higbee, Ph.D., BCBA-D)-

The project director will oversee and review all activities of the Project Consultant. He will conduct weekly supervision meetings with the Project Consultant where a thorough review of all consultative activities will take place. He will also provide direct consultation and training to school district personnel during periodic on-site visits over the course of the consultative period. During on-site visits, he will meet with the Project Consultant as well as the Weber SD Preschool Coordinator to develop and plan for systems to support the implementation of evidence-based services in Weber SD programs. The project director will meet with Weber SD administrative staff at least quarterly to review consultative activities and progress made towards program goals.

Thomas S. Higbee, Ph.D.
Executive Director, ASSERT Program
Utah State University

Jennifer Warren
Special Education Supervisor
Weber School District

Sponsored Programs Administrator
Utah State University

Budget for ASSERT/Weber School District Contract 2023-2024

Personnel	Contracting Agency
Project Director, Thomas S. Higbee, Ph.D., BCBA (0.05 FTE)	9,101
Fringe Benefits (44.5% of salary)	4,050
Project Consultant, Cassidy Reinert, M.S., BCBA (0.25 FTE)	13,747
Fringe Benefits (45.5% of salary)	6,117
Subtotal Personnel	33,015
Travel	
State Car Fee/Mileage	4,500
Subtotal Travel	4,500
Budget Total	37,515