

TRUMBULL COUNTY EDUCATIONAL SERVICE CENTER

E.D. Parent Information Sheets

When you agreed to E.D. services for your child you also agreed to become part of our team. Often times children are a puzzle to us and like a puzzle it requires all the pieces to create the picture. Our joint puzzle is to find what will make your child successful. We need your help to accomplish this. The following is a description of what each team member does to assist your child. Please read the information and sign at the bottom. A copy will be provided for you.

E.D. Instructor:

- Develops and takes responsibility for behavioral and academic goals per IDEA and NCLB.
- Instructs students in social skills and behavioral management in part by incorporating a Level System.
- Monitors and maintains records of each students academic and behavioral progress.
- Maintains communication with parents, supervisor, home districts, pertinent TCESC staff, and outside agencies to coordinate the best educational plan possible.
- Provides a therapeutic and consistent educational environment.
- Communicates to parents via daily or weekly journals and by phone for individual issues related to your child's education.
- Communicates with the court system where applicable.
- Participates in planning all transitions from the ED program.
- Provides instruction across curriculum in all content areas based on individual student needs.

E.D. Assistant:

- Documents both positive and negative behaviors of students to assist students to recognize inefficient behaviors and to enforce the classroom level system.
- Assists the instructor and supervisor in the general operation of the classroom including record keeping and behavior management.

- Assists students on a one-one basis as needed.
- Assists the instructor to meet individual IEP goals.

SST (Supplemental Services Teacher):

- Works with E.D. instructor to determine who is ready to return to regular education classrooms (transition document)
- Works with E.D. instructor to plan the student's transition.
- Prepares the student for the transition.
- Monitors each transition continuing to plan and make needed changes.
- Attends all meetings of E.D. mainstreamed students.

ED Supervisor

- Coordinates all county referrals, evaluates, and determines through the E.D. Consultation Team the appropriateness of placement of E.D. and TAP students.
- Attends all IEP, evaluation, planning, and disciplinary meetings of students.
- Observes and evaluates all staff.
- Provides behavior management training including the yearly crisis intervention training.
- Maintains educational programs in accordance with state and federal guidelines.
- Serves as a resource person for staff and parents.
- Conducts classroom visits to make recommendation for instructional improvement and classroom management.
- Assists staff with behavioral plans and management, teaching techniques, crisis management, busing issues, curriculum, academic content standards etc.
- Serves as primary contact to home districts.
- Assists local administrators with behavioral issues, placement, transportation, record keeping, and discipline.
- Facilitates active parent involvement
- Facilitates communication between community agencies and school personnel

Related Services:

Your child will receive services from our psychologists and depending on their IEP may receive services from the following-

- ✓ Adapted Physical Education
- ✓ Speech and Language Therapist
- ✓ OT/PT
- ✓ Audiology

The role of the psychologists is to provide both individual and group counseling. This service is not meant to replace your child's regular therapy sessions with outside agencies. It also does not take the place of family therapy. We strongly recommend that your family continue therapy outside of school.

Parents: Your Piece of the Puzzle

- ❖ Provide a quiet place for your child to do homework
- ❖ Make sure your child attends school on a regular basis and on time
- ❖ When you child is sick please follow call off procedures for the classroom and for busing
- ❖ Please also call the classroom when these circumstance might occur:
 - Your child has a medication change or is out of meds
 - Your child has a doctor's appointment
 - Your child has a bad night or morning, which may affect school behavior
- ❖ Read, sign, and return all communication with E.D. instructor
- ❖ Attend all meetings involving the planning for your child including disciplinary issues
- ❖ Notify E.D. classroom with phone and address changes
- ❖ Provide reliable emergency contacts when you are not available
- ❖ Supply your child with tools for school – paper, pens, folders, lunch money, etc.
- ❖ Provide a healthy breakfast to jump-start your child's day
- ❖ If your child is on medication, make sure it is taken on a daily and regular basis-including weekends. If your work schedule does not allow you to be home when medication needs to be taken, the E.D. staff or school nurse will be happy to monitor your child's medical needs and administer it at school.
- ❖ Attend all doctor, therapist, and probation appointments regularly where applicable
- ❖ Call the E.D. instructor whenever you have a concern – communication is key. We will work with you to address any problem, but we need to know about it. After you hear a complaint from your child check with us to get the whole picture.
- ❖ Most importantly – instill the importance of education, self-discipline, and self-control in your child. When we work together only positive things can happen.

General Information

- The ED classroom management is based on a point and level system.
- Students can work their way back to regular education by displaying appropriate behaviors and academic success
- As inappropriate behavior is reduced, students earn privileges
- Students attending E.D. classrooms continue to have the right to participate in sports or other extra-curricular activities in their home school districts – not the district they are attending for services.

TRUMBULL COUNTY EDUCATIONAL SERVICE CENTER

ED Program – 2008-2009

I have been informed regarding the E.D. program and the services available to my child. I understand I play a vital role and am part of a team to make my child successful.

Parent Signature: _____

E.D. Instructor Signature: _____

“When We Work Together – Only Positive Things Can Happen”