

SEK Interlocal #637 Inservice

August 5, 2019

Welcome

Greg Kubler-Director

OSEP Redesign—Johnny Collett Assistant Director Of Special Education

- ❖ Thank you.....Your job is hard, it has lots of challenges. But it is rewarding!
- ❖ You had passion and a desire to make a difference in the lives of others or you would not be sitting in front of me.
- ❖ Every system achieves the results it was designed to achieve.
- ❖ The needs of the system sometimes overrides the needs of the students.
- ❖ Those closest to the student, have the best view of the student's needs.
- ❖ Challenge you to not be satisfied with the status quo. Reflect on areas where you can impact student success by focusing on their unique needs.
- ❖ As educational leaders we must consider requests for instructional flexibility that is within the authority of law and regulation.

Overview of The Day

- **General Session- Agency Updates and DCF Presentation**
- **10:00 am – Breakout Sessions begin**
- **12:00 pm – Lunch**
- **12:45 pm – Breakout Sessions continue**
- **Red Folder contains handouts and information**

2019-2020 Board Members

235.....Sally Johnson*

404...Greg Walker*

246....Andrea Allen*

493...Tony Shearburn

247....Ron Yancy*

499...Jaime Boyes

248...Beth Murphy*

504...Dan Chapman*

249...Megan Fry*

505...Mike McCracken*

250...Marlene Willis*

506...Kevin Cole*

508...Casey Eaton*

Welcome to the Team

❖ New to the Organization

- ❖ Josiah Gustafson – 250 PCMS
- ❖ Garrett Wilson – 250 Meadowlark Elementary
- ❖ Jesse Blake – 250 PHS
- ❖ Chelsea Duncan – Crawford County Social Worker
- ❖ Kevin Nelson – 404 Riverton Middle School
- ❖ Lisa Sullenes – 505 St. Paul
- ❖ Whitney Thomlinson – Speech Therapist – USD 247, 250 Meadowlark, 508 Middle School

- ❖ Lindsay Lloyd – 493 Highland Elementary
- ❖ Shelly Merrick – 504 Service Valley
- ❖ Jana Kelley – 508 Lincoln/Central
- ❖ Alanya Roberts– 508 Baxter High School
- ❖ Russell Swisher– 247 Southeast High
- ❖ Chelle Boyd – School Psych - 505 Chetopa, 506 LCHS/Altamont Grade
- ❖ Alexa Dreiling – Speech Therapist - 235 Uniontown; Countryside Preschool and Pittsburg Community Daycare

Familiar Faces, New Roles

- ❖ Lori Ferguson – 235 West Bourbon Elementary
- ❖ Shelby Callaway, 248 Haderlein Elementary
- ❖ Patrick McFall, 250 PHS
- ❖ Kayla Campbell, 508 Baxter and 505 St. Paul
- ❖ Deb Hildebrandt, Middle School Low Incidence - RISE Center
- ❖ Eileen Pierson, High School Low Incidence – RISE Center

Special Education Funding

We have three primary streams of revenue.

- ❖ Federal Contributions: Legislated at up to 40% of per pupil expenditure. Remains at around 14%. (3.5 million 16%)
- ❖ State Contributions: Legislated at 92% excess cost, last year 81.4%. This year at 78.2%. (11.9 million, 55%)
- ❖ Local Contributions: Provides the difference needed to run the organization. (6.1 million, 29%)

Funding Education is Key for the future of Kansas-----Make a difference in November elections!

Interlocal Budget and Funding

- This school year, (2019/2020) and the past school year, (2018/2019) Interlocal State Categorical Aid was cut just over \$300,000.
- Federal dollars are down around \$20,000 dollars annually.
- Assessments to districts are increasing and will likely continue to do so.
 - 4% increase in June of 2019
 - 6% increase in July of 2019

Fiscal Planning

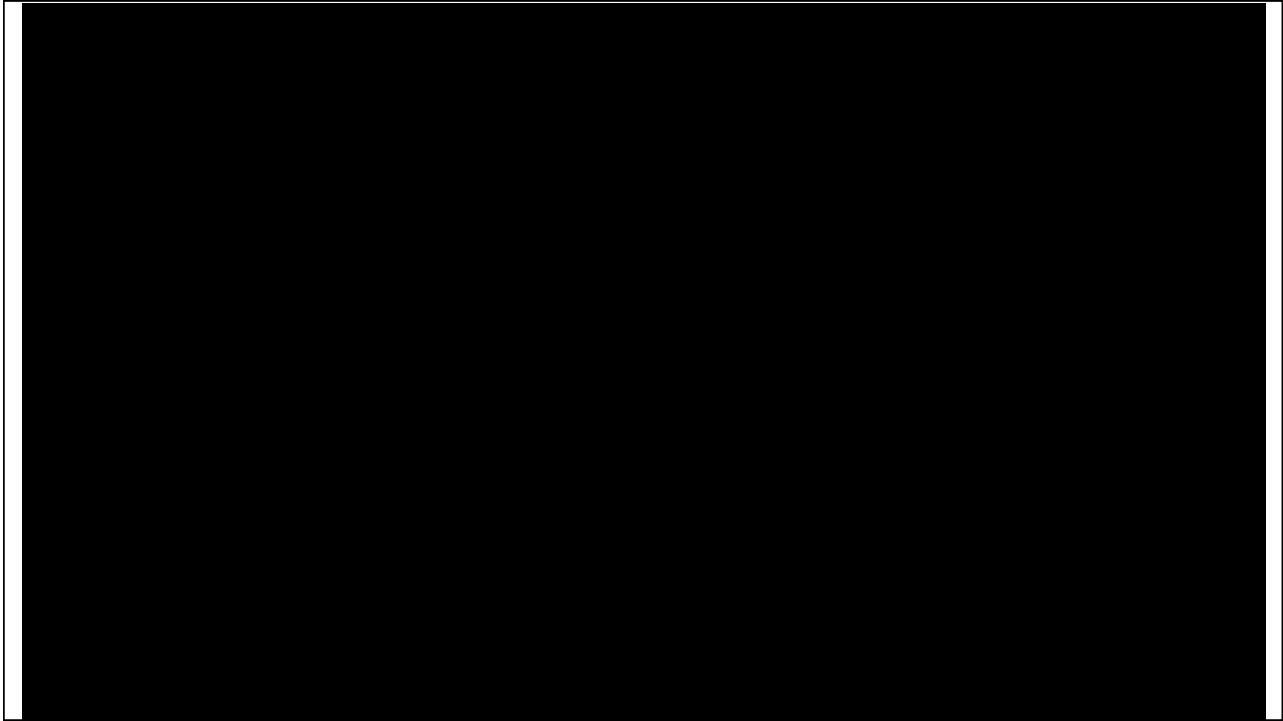
- ❖ Cost savings strategies were employed at the end of this past school year.
 - ❖ Employee Assistance Program put on hold.
 - ❖ Realigned staff to cover vacant positions.
 - ❖ Reduced contracted services, (Project Alternative, Contract Nursing, Speech Tele-therapy)
 - ❖ Deeper analysis of para hires.
- ❖ Increased Medicaid Efforts.
- ❖ Collaborative planning with our member districts in long term solutions for district assessments.

How Can You Help?----Advocate for your Profession!

- ❖ Know the issues around special education funding.
- ❖ State Statute (K.S.A. 72-3422) provides for special education funding to be at 92% excess cost. Currently at 78.2%.
- ❖ Federal law, Individuals with Disabilities Act (IDEA) calls for 40% of excess costs. Current Federal funding is at 14.6%.
 - ❖ There is legislation introduced by Kansas Senator Pat Roberts to fully fund IDEA.
 - ❖ S.866.....as of 8/1/19 the bill had been read twice and moved to the Committee on Health, Education, Labor, and Pensions.

R.I.S.E Center

- ❖ New Special Education Center in Columbus, KS
- ❖ Serving Cherokee County and Labette County students
- ❖ Low Incidence Classrooms (K-12); Autism (PreK-5); Life and Career Skills (LCS)



Office Updates

- ❖ Brown Packet Documents
 - Timesheets
 - Data Sheets
 - Para Timesheets, Inservice Logs, and Para Data Sheets
 - Mileage Log
- ❖ Personal Leave Requests

Mandated Reporting

- ❖ All school personnel, including teachers, paras, related service providers, and administrators, are mandated reporters
- ❖ A report must be made if there is reason to suspect that a child has been harmed as a result of physical, mental, emotional, neglect, or sexual abuse
- ❖ It is your duty to report and DCF's duty to investigate. You do not need to know all the facts to make a report
- ❖ A reporting guide is available on SEK Interlocal website

State Assessments

- ❖ Kansas: Under US Department of Education's Radar
- ❖ As a result, new, updated guidance documents are available
- ❖ Better guidance to assist teams in making the "LEAST DANGEROUS ASSUMPTION"

State Assessments

- ❖ Determine who is your district Testing Coordinator
- ❖ Notify them if any of your students need accommodations
- ❖ Dynamic Learning Maps (DLM)
 - Alternate Assessment taken by students when the IEP team determines it appropriate.
 - DLM guidelines are located on Webkidss Document Library and Interlocal website
 - Must be documented in IEP and justification based on DLM guidelines written in the IEP.
 - **If you have a student taking the DLM (check IEP), email Tracie Newberry, tnewberry@sekconnection.com, or Ronda Fincher, rfincher@sekconnection.com, to let them know and to receive email updates.**

The screenshot shows a web browser window displaying the website for SEK Interlocal #637. The page title is "SEK Interlocal #637 - DLM - State Assessments". The main header features a photograph of the William E. Gifford Center for Special Education and the text "SEK INTERLOCAL #637 SPECIAL EDUCATION SERVICES". A navigation menu includes "About Us", "For Professionals", "For Paraeducators", "Professional Development", and "Resources". The "Resources" menu is expanded to show "Teacher Resources". Under "Teacher Resources", there is a "Sign up for the News Update" form, a "HEADLINES" section with links to "SEK Interlocal File Review Resources" and "Examples of Accommodations and Modifications", and a "DLM - State Assessments" section dated July 24, 2019. This section lists links for "DLM Participation Guidelines 2019-2020", "DLM Rubric", "DLM Fact Sheet 2019-2020", and "DLM KSDE Website for additional information and resources". A sidebar on the right lists "Teacher Resources" including "Links", "WebKIDSS", "Occupational Therapy", "Speech and Language Therapy", "School Psychology Resources", "Nursing Resources", "Transition - High School", "Autism and Related Disorders", "Problem Behavior: First Steps to Take", and "Problem Behavior: Evidence-Based Interventions". Social media icons for email, printer, Facebook, Twitter, Pinterest, and a plus sign are visible at the bottom of the main content area.

The student is eligible to participate in the DLM if all responses below are marked YES.

Participation Criterion	Participation Criterion Descriptors	Yes or No
1. The student has a most significant cognitive disability* (intellectual disability).	Review of student records indicate a disability or multiple disabilities that significantly impact intellectual functioning. Typically functioning 2 ½ — 3 Standard Deviations (SD) below the mean.*	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. The student has significant deficits in adaptive behavior.	Review of student records indicate a disability or multiple disabilities that significantly impact adaptive behavior (those skills and behaviors essential for someone to live independently and to function safely in daily life). Typically functioning 2 ½ — 3 SD below the mean.*	<input type="checkbox"/> Yes <input type="checkbox"/> No
3. The student is primarily being instructed (or taught) using the DLM Essential Elements as content standards.	Goals and instruction listed in the IEP for this student are linked to the enrolled grade level DLM Essential Elements and address knowledge and skills that are appropriate and challenging for this student.	<input type="checkbox"/> Yes <input type="checkbox"/> No
4. The student requires extensive direct individualized instruction and substantial supports to achieve measurable gains in all grade-and age-appropriate curriculum.	The student: a. Requires extensive, repeated, individualized instruction and support that is neither temporary nor limited to specific content areas. b. Uses substantially adapted materials and individualized methods of accessing information in alternative ways to acquire, maintain, generalize, demonstrate and transfer skills across multiple settings.	<input type="checkbox"/> Yes <input type="checkbox"/> No

Dynamic Learning Map

ALL WEBINARS BEGIN 3:00 P.M. CENTRAL STANDARD TIME

Content is subject to change at any time due to current events

- August 22, 2019** What do I need to do to get ready for the fall test window?
- September 19, 2019** How do I write instructional plans?
- October 17, 2019** DLM resources – How do I prepare my students for the DLM?
- December 5, 2019** DLM fall test window wrap-up – What needs to be finished by Dec 20?
- February 13, 2020** DLM spring window
- April 30, 2020** DLM wrap-up – What needs to be finished by May 15?

DLM Dates	Date open	Date closed
Required training	August 5, 2019	
Fall testing window	September 9, 2019	December 20, 2019
Spring testing window	February 3, 2020	May 15, 2020

Webkidss Changes

- ❖ Accommodations/Modifications/Supplementary Aids: Date box moved
- ❖ Special Education and Related Services
 - ❖ Change to label: Service Description
- ❖ ESY Forms: Minor changes. Must be filled out COMPLETELY or will be returned
- ❖ Graduation Plan/Course of Study
- ❖ Post Secondary: Vocational Rehabilitation and Other Agencies
 - ❖ Addition of text box under “Other Agencies” for optional information

Webkidss Changes

- ❖ In order to see the IEP written last school year
- ❖ Once on the student's demographic page, select "Display Filed IEP documents" from the "Function" drop down menu

WebKIDSS - 2019-2020

Student: August L Demo KIDS ID: 1258570 Grade: 09 Exceptionality: LD
*** Demo Student ***

===== DRAFT IEP =====

Student IEP Data

Function:

Student:

Sort by:

Number of Filed Documents: 5

Document Name	Type	Date/Time Filed	Filed by	IEP Date/SI/a/d	Comments	Source	Display
Teacher Info Page	TIP	12/09/2016 11:22 AM	Jessica L Crager	08/01/2015-C		TIP = *** System Teach Info Page ***	<input type="button" value="Details"/>
IEP	IEP	12/09/2016 11:22 AM	Jessica L Crager	08/01/2015-C		Print Order Name = IEP-16-17	<input type="button" value="Details"/>
Progress Report	Prog	12/09/2016 11:22 AM	Jessica L Crager	09/10/2010-C			<input type="button" value="Details"/>
202-Evaluation/Eligibility Report	Form	06/25/2014	Glenda S Julian	08/01/2007-Ca	mass filing of forms	Form: 202-SEK #637 Evaluation/Eligibility Report (form version:07/17/2012)	<input type="button" value="Details"/>
parent notice	Form	09/23/2008	Linda Bowell	08/01/2007-Ca			<input type="button" value="Details"/>

WebKIDSS - 2019-2020

Student: a B a KIDS ID: Grade: 09 Exceptionality: LD
*** Demo Student ***

Filed IEP Documents

Function:

Student:

Sort by:

Number of Filed Documents: 5

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parent notice	Form	09/23/2008	Linda Bowell	08/01/2007-Ca			<input type="button" value="Details"/>

Website

- ❖ www.sekconnection.com
- ❖ Staff Help Ticket
- ❖ Communication Chart
- ❖ School Calendars
- ❖ Resources for staff
 - Teachers
 - Speech/Language Dept
 - OT Dept
 - Psychs
- ❖ Paraeducator Resources
- ❖ Forms

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Professional Development

Requests to Attend, Requests for Points, and Licensure

Request to Attend an Event

- ❖ www.pdptoolbox.org and log-in.
- ❖ Select “Your Account”
- ❖ Select “ New Leave Request”

Upcoming Activities: New Leave Request... 

No upcoming activities to list. Showing 0 of 0 upcoming activities | View all activities

Transcript Points Requests: New Points Request... | Print Transcript... | View College Transcript...
 | New! Request Support for KSDE Online License Renewal...

Activity	Points	Knowledge
Points above are during license term: Jun 16, 2019 - 2024		
Points below are during license term: Jun 16, 2014 - 2019		
2018 KSDE TASN Leadership Conference	8.5	M
LDSP 888-98 Summer 2018 — Foundations of Education	60	M
LDSP 888-98 Foundations of Education, Summer/2018, Pittsburg State University (3 hrs.)		
LDSP 809-98 Spring 2018 — Legal Foundations of Public Education		

Requesting Professional Development Points

❖ www.pdptoolbox.com



Transcript Points Requests: [New Points Request...](#) | [Print Transcript...](#) | [View College Transcripts...](#)

| [New! Request Support for KSDE Online License Renewal...](#)

Ap

Activity	Knowledge	Application	Impact	Pts.	Col.	Status	Activ
Points above are during license term: Jun 16, 2019 - 2024							
Points below are during license term: Jun 16, 2014 - 2019							
2018 KSDE TASN Leadership Conference		8.5	Move to APP			8.5	Approved Jul 2
LDSP 888-98 Summer 2018 — Foundations of Education		60	Move to APP			60	X Approved Jun
LDSP 888-98 Foundations of Education, Summer/2018, Pittsburg State University (3 hrs.)							
LDSP 809-98 Spring 2018 — Legal Foundations of Public Education		60	Move to APP			60	X Approved May
LDSP 809-98 Legal Foundations of Public Education, Spring/2018, Pittsburg State University (3 hrs.)							
LDSP 855-99 Spring 2018 — Administration and Supervision of Special Education		60	Move to APP			60	X Approved May
LDSP 855-99 Administration and Supervision of Special Education, Spring/2018, Pittsburg State University (3 hrs.)							
Paula Kluth Workshop		5				5	Not Submitted Feb

Licensure: Applying, Renewing, and Adding an Endorsement

❖ www.ksde.org

1-877-626-8203
MAKE THE RIGHT CALL
KEEP KANSAS SCHOOLS SAFE
 Kansas School Safety Hotline
 Anonymous • Toll Free

Kansas School Safety Hotline
 In these halls, you can be a hero! Stop School Violence.
 Kansas School Safety Hotline
 1-877-626-8203
 Anonymous - Toll Free

Popular Resources
About Us
Accreditation (KESA)
Adult Diploma Completion
Agency Wide Calendar
Authenticated Applications
Building Report Card
Career Interest Inventory
Commissioner
Data Central
Directories
Employment
Kansas Can
Kansas Career Navigator
Laws and Regulations
Licensure
News Room
Student Data Collection and Security



Licensure: Applying, Renewing, and Adding an Endorsement

Teacher Licensure and Accreditation (TLA) Home

The Teacher Licensure and Accreditation (TLA) team is responsible for issuing educator licenses, overseeing Kansas K12 accreditation, facilitating the review of educator training programs at all Kansas institutions of [higher education](#) and coordinating a process for those institutions that leads to accreditation by the Kansas State Board of Education, and coordinating and supporting professional learning. TLA also houses the Kansas Volunteer Commission, which directs effective national service programs, leads disability inclusion initiatives, and volunteer management training.

- License Applications
- License Lookup
- Order Fingerprint Card
- Approved Programs

Announcements

Form 3a – Renewal of a five year Professional License is now an online application process - Wednesday, April 17, 2019

If you have started a paper application renewal process, you may continue through that process. You do not have to start over with an online application.

❖ This screen allows you to lookup existing license as well as access the various application forms.

❖ Click on License Applications to access general instructions as well as appropriate form(s).

Renewal (Form 3a)

❖ Upon clicking on Form 3a, you will be prompted to create a log-in for the Kansas Licensure Application System (KLAS).

Hello! Welcome to KLAS!

Use This System To:

- Create a Username and Password
- Apply for an Initial License
- Renew an Existing License
- Upgrade an Existing License
- Add an Endorsement

Administrators:

- **Do not** use this system to complete an application for an employee.
- Login to: KSDE Common Authenticated Web Applications

Access Your Account

User Name:

Password:

New User Registration

If you have not yet registered for KLAS, click here to register.

Register

31 . Renewal Options

- Professional development points (120 professional development points).
PLEASE NOTE: *If retired and participating in KPERS, you can renew on 50% of the above requirements.*
- 8 college credits from an approved program leading to a new endorsement area on your license or a new license.
PLEASE NOTE: *All other college credit hours need to be converted to professional development points by your Kansas school district and you will need to select to renew based on professional development points.*
- Three years of accredited experience* during the 5 year term of this license (*limited to two times throughout career*).
**ACCREDITED EXPERIENCE means experience gained, under contract, in a school accredited by the state board or a comparable agency in another state, while the educator holds a license with an endorsement valid for the specific assignment.*
A year of experience means accredited experience that constitutes one-half time or more in one school year.
- I have an expired Kansas license and am reinstating on accredited out of state experience.
PLEASE NOTE: *Must have a minimum of 3 years of accredited experience within the last 6 years to use this option.*
- National Board assessment completed.
PLEASE NOTE: *If you have achieved National Board Certification complete the application Form 11 for an accomplished license.*

32 * By clicking on the checkbox I certify that I am of good moral character and that the information on this application is true and complete to the best of my knowledge. I understand that any misrepresentation of facts may result in the denial or revocation of my certificate or license, AND I hereby give my employing school district and verifying licensing institution permission to release any and all information needed.

I hereby grant the permission and authorize the Kansas State Department of Education to verify all responses with any mental health facility or governmental agency including a release of any information concerning myself in the child abuse and neglect central registry records, and to obtain and review all records maintained by any criminal justice agency, including a criminal history record information check, regarding any of my criminal charges, adjudications, or convictions, and to contact previous employers for information regarding the term of my employment. I hereby release, discharge, and exonerate the Kansas State Department of Education, its employees, and any person so furnishing information from any and all liability of every nature and kind arising out of the furnishing of such records and information. I understand that any material submitted in connection with this application will become the property of the Kansas State Department of Education, and may be considered a public record.

Documentation Required

If your current Professional license doesn't expire within the next 6 months, PLEASE STOP. It is too soon to apply.

Your Kansas school district(s) will upload an official professional development points transcript (and official college/university transcript(s) for renewal courses if applicable). (You will need to provide your school district(s) with official college/university transcript(s) for any renewal courses if applicable.)

If this is your 1st renewal since retiring, a copy of your KPERS Welcome letter is required. District can upload or you can email to etranscripts@ksde.org

Select district(s) where you have earned your professional development points, and who will be providing a PDC transcript and college/university transcript(s) if applicable. (*at least one district required)

-- Select District --

School to notify of application submission: (optional)

Add District

	District	School
Delete	D0637 - Southeast Kansas Special Education Interlocal	9095 - Southeast Kansas Interlocal

32 * By clicking on the checkbox I certify that I am of good moral character and that the information on this application is true and complete to the best of my knowledge. I understand that any misrepresentation of facts may result in the denial or revocation of my certificate or license, AND I hereby give my employing school district and verifying licensing institution permission to release any and all information needed.

Taskbar showing icons for various applications and system status: 3:02 PM 7/27/2019

Form 4 (Provisional) and Form 21 (Update Initial Based on Mentoring)


- ❖ Access the Kansas Licensure Application System and create account
- ❖ Locate appropriate form on left-hand side of screen
- ❖ Complete questions and submit

Questions or Assistance

- ❖ It is highly recommended that you begin your renewal process 6 months prior to your license expiration date.
- ❖ If you need further assistance through the process reach out to Kathy Davidson or Tracie Newberry.
- ❖ You may also fill out a help ticket through your PDP Toolbox as well.

Transcript Points Requests: [New Points Request...](#) | [Print Transcript...](#) | [View College Transcripts...](#)
 | [New! Request Support for KSDE Online License Renewal...](#)

Activity Knowledge [Apply](#)
 Points above are during license term: Jun 16, 2019 - 2024



KIAS-File Review and Compliance: IDEA & Gifted IEP's

CHANGES FOR 2019-20

- KSDE is merging the IDEA Requirements File Review and the Gifted File Review!
- The merging of these two reviews is an effort to streamline the file review process for both KSDE staff and also for LEA staff. Combining the two will **create one set of questions (22 total)**, one set of emails and reminders, and one staff contact person for file review.
- The combined file review will include the **same number of files**, just combined; 6 files of students who are gifted (2 elementary, 2 middle, and 2 HS) and 10-20 files for students with disabilities, depending on size of district.

2018-2019 Results

- 50 IDEA files & 30 Gifted Files Reviewed (July 2019):
 - * USD 247: Cherokee
 - * USD 499: Galena
 - * USD 504: Oswego
 - * USD 506: Labette County
 - * USD 508: Baxter Springs
- 2019 (Initial) Review Complete-**100% compliance** according to KSDE standards!
- GREAT WORK!

2019-2020 Monitoring Cycle:

- USD 248: Girard
- USD 249: Frontenac
- USD 404: Riverton
- USD 493: Columbus
- USD 505: Chetopa/St. Paul
- All IEP's and Documents completed this year will be subject to KSDE review in July 2020!
- There is a change to the questions, mainly to the gifted. Look for an email with the updates.
- ***Regional, on-site file review trainings will continue to be offered. Dates TBA!***

UNIFIED TALENT

*Formerly known as Talent Ed

POWERSCHOOL

- ❖ Acquired People Admin in 2018
- ❖ Includes Talent Ed System/Software
- ❖ Many of you may use this system in your home districts:
 - ❖ Looks/functions very similar to Powerschool Information Systems & Classroom
- ❖ Designed to be more intuitive and user friendly!

UNIFIED TALENT: OVERVIEW

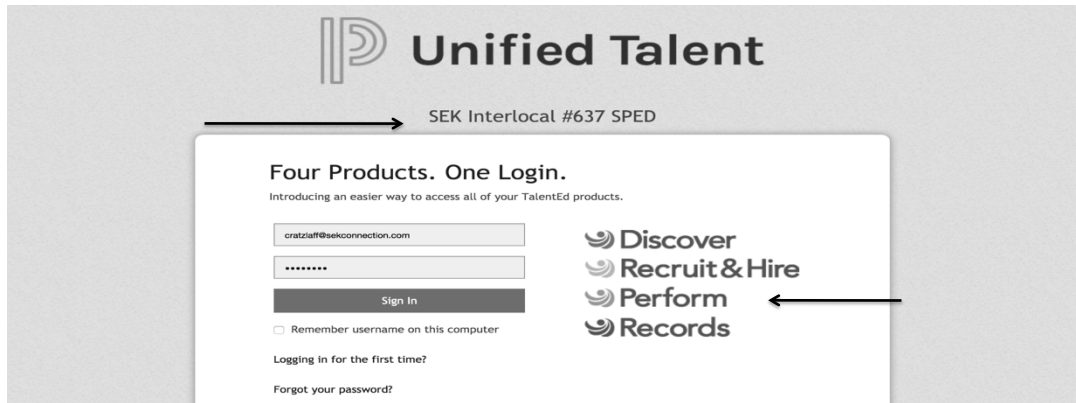
- ❖ The Talent Ed Suite is made of up of three products:
 - ❖ Perform
 - ❖ Recruit & Hire
 - ❖ Records-637 does not currently use this feature!

- ❖ Each one of these products can be used alone or integrated together.

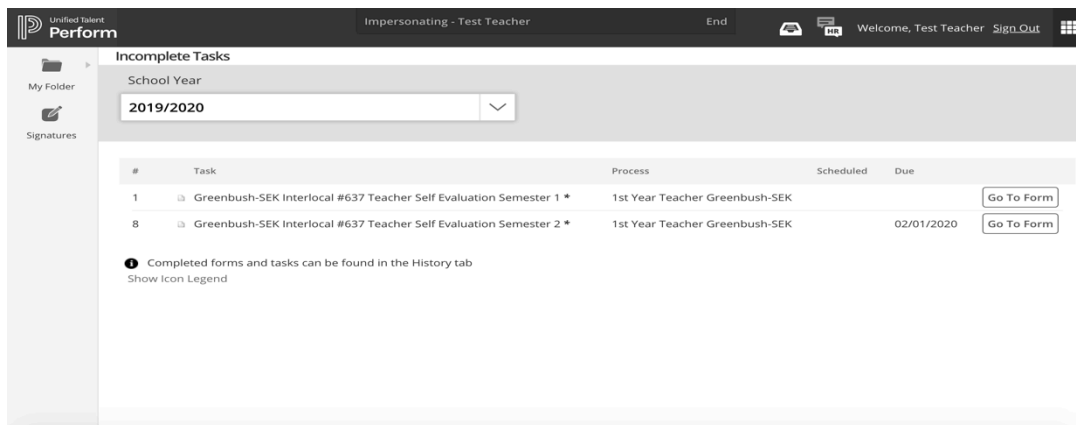
PERFORM:

- ❖ Evaluations are required for all 1st/2nd year, 3rd/4th year, and "on cycle" employees
- ❖ Certified (Teaching) staff: In cooperation with SKIEA, this tool was modified (2018) to be more useful, efficient, and appropriate with special education teacher job description.
- ❖ 7 steps (Twice for 1st and 2nd year employees)
- ❖ School Psychologists and Related Service providers will continue to use the same evaluation process as they have in the past
- ❖ New employees: Welcome email with login info

HOW DO I LOG IN??



PROFESSIONAL VIEW



SELF ASSESSMENT

Greenbush-SEK Teacher Self Evaluation

Responsible: T. Teacher Test Teacher Building: Example Location

Task: Greenbush-SEK Interlocal #637 Teacher Self Evaluation Semester 1

Evaluation Date: *
| / |

Domain 1: Planning and Preparation Demonstrating Knowledge of Content and Pedagogy *

	0 = Not Applicable	1 = Highly Ineffective	2 = Progressing	3 = Effective	4 = Highly Effective
Knowledge of content and the structure of the discipline	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Knowledge of prerequisite relationships	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Knowledge of content related pedagogy	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

GOAL SETTING

Greenbush-SEK Teacher Self Evaluation

Based on self-assessment, what goals would you target from the areas above for professional growth? What outcomes/activities would you provide as evidence for accomplishment of these goals? *

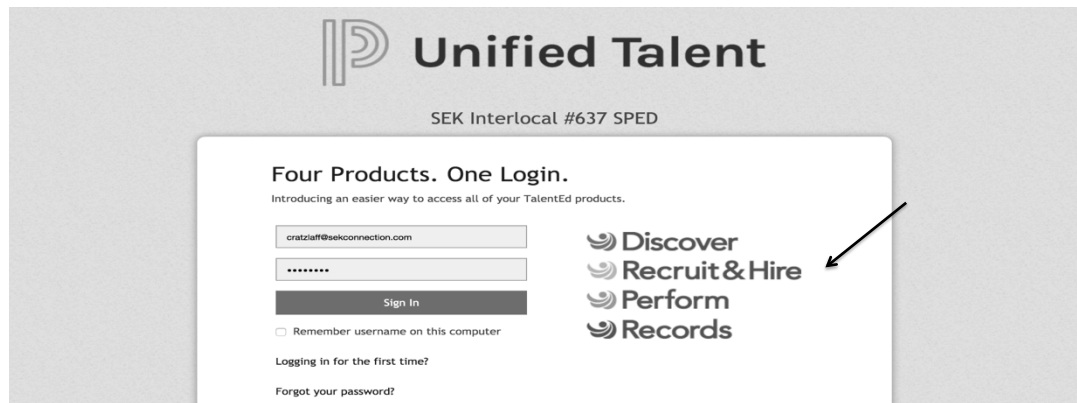
Attachment #1 No file chosen

Attachment #2 No file chosen

Attachment #3 No file chosen

If the attachment will not upload properly, click here to try the alternate version.

Recruit & Hire

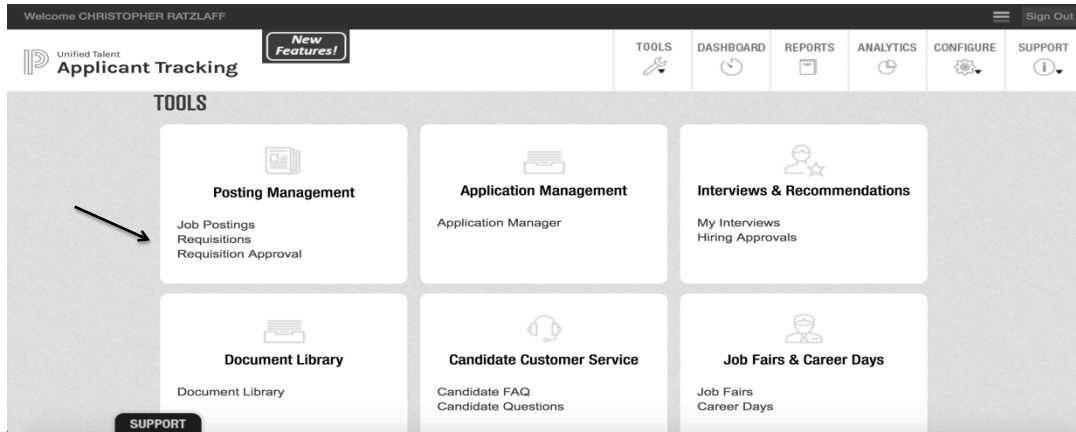


RECRUIT AND HIRE

❖ FUNCTIONS:

- ❖ Submitting Para Requisitions:
 - ◆ Requires approval through a workflow (LEA; Supt; Coordinator, SEK)
- ❖ Posting of Job vacancies
- ❖ Recruiting and interviewing potential candidates

PARA REQUISITIONS



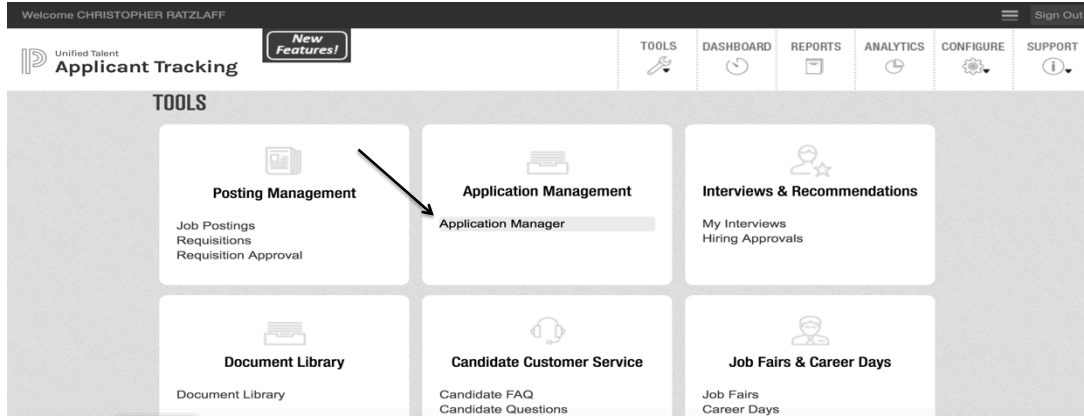
PARA REQUISITIONS: CONT..

The screenshot shows the "NEW REQUISITION" form. It is divided into several sections:

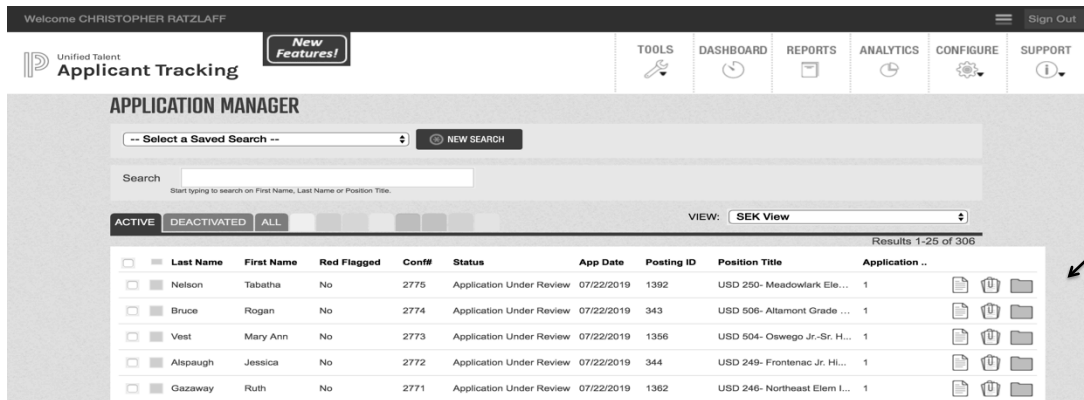
- GENERAL INFORMATION**: Title (Classroom Paraeducator), Select Job from Template, Shift Type (9-month School Calendar), Location (SEKInterlocal #637, Pittsburg, Ke).
- REQUEST FOR PARAEADUCATOR**: Number of Paras you are currently supervising? (3), Number of Student IEPs you are Primary Provider? (20), Explanation of Request: (Increased student time, new student, change in schedule, etc...), New/Replacement: (Replacement Position), Name of para being replaced: (Penelope Para), Describe briefly the reason for leaving: (Going back to school), Anticipated last date: (09 / 16 / 2016).
- WORKFLOW**: Approval Workflow (checked), Status (235-Uniontown High School/Jr High, 235-West Boushara Elem, 248-Northeast Elem, 248-Northeast High School), Approval Path (N/A).

At the bottom right, there are buttons for "SAVE DRAFT" and "SAVE & SUBMIT".

VIEWING APPLICATIONS



VIEWING APPLICATIONS: CONT..



Questions or Technical Support

- ❖ Contact your SEK District coordinator for any issues!

PARA EDUCATOR UPDATES

- ❖ Currently employ 510 agency wide
- ❖ Wait on enrollment before replacement positions are considered
- ❖ Goal: Create Efficient Staffing patterns while still supporting kids needs!
- ❖ When hiring para educators:
 - ❖ Hiring process/procedures checklist (sekconnection.com)
 - ❖ Checking references, vetting through admin, background checks, etc.
- ❖ Job Descriptions and Para evaluation tools coming soon!
 - ❖ Special thanks to Para Study Committee!

PARA EDUCATOR EVALS

- ❖ Paras play a significant part in support and education of students!
- ❖ Intent of Evaluations:
 - ❖ Support continuous professional growth (Job Functions)
 - ❖ Complete honestly, accurately, and in a timely manner
 - ❖ Lack of either may create potential liabilities!
- ❖ Must complete & turn in to SEK by April 15 (**REQUIRED**)
- ❖ Remember: Improvement plan can be implemented any time during year!
- ❖ For any questions, please contact your SEK District Coordinator.

MANDATORY TRAININGS

- ❖ Offered online this year:
 - ❖ **Bullying**
 - ❖ **Sexual Harrassment**
 - ❖ **McKinney-Vento Homeless Act**
 - ❖ **Jason Flatt-Suicide Prevention**
 - ❖ **Blood Borne Pathogens**
 - ❖ **Emergency Safety Intervention (ESI)**
- ❖ All staff (**Certified and Classified**) will receive an email with link to online trainings
- ❖ *Must complete within the first 30 days of receiving initial email.*

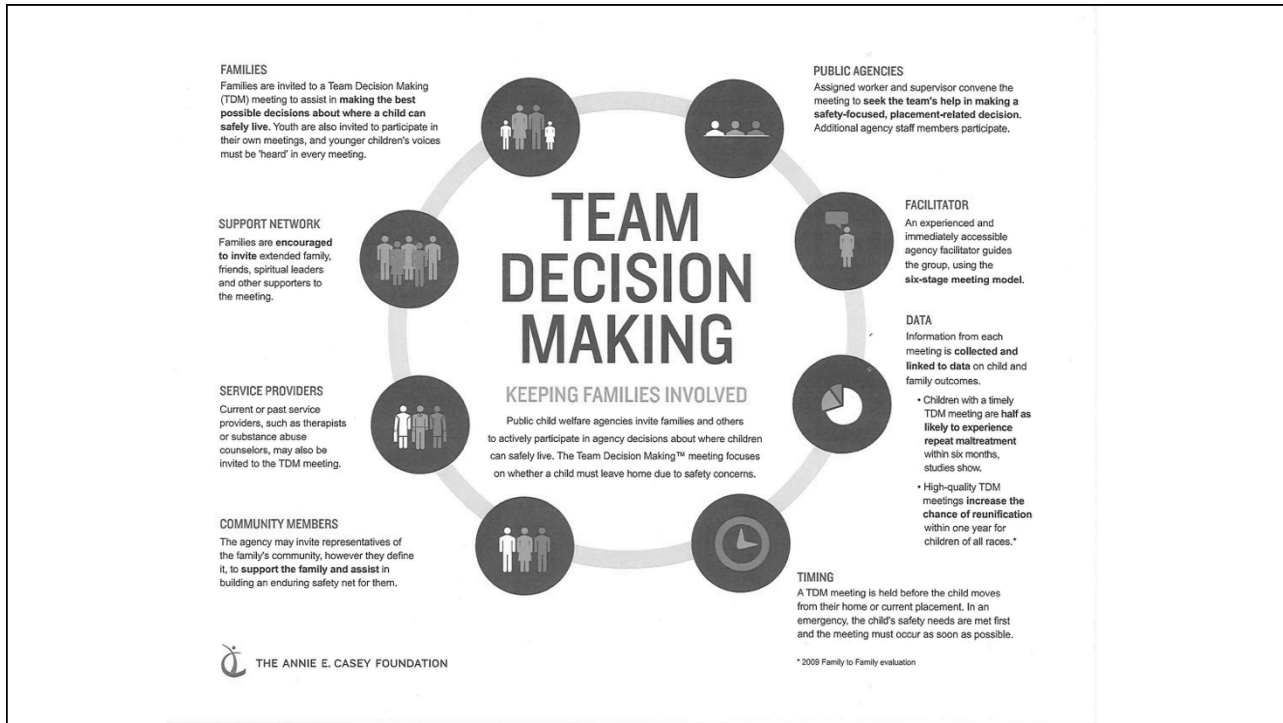
Emergency Safety Intervention: ESI

- ❖ ESI: The use of seclusion or physical restraint
- ❖ For you or your staff, www.myinfintec.org has more in-depth training videos with example scenarios.
- ❖ If you know or anticipate you will be working with a student that you may use an emergency safety intervention, please seek Crisis Prevention Intervention (CPI) training through the Interlocal.
- ❖ CPI Training: Once trained initially, you may renew within one year, and then subsequent renewals will only be required every other year

DCF: Team Decision Making

- ❖ **Nancy Kubler**, *Assistant Regional Director of DCF*
 - ❖ Licensed Social Worker
 - ❖ 1998: Began career with SRS/DCF
 - ❖ 10 years experience investigating allegation of abuse and neglect
 - ❖ 2013: Assessment and Prevention Administrator for the 16 counties in the Southern Part of the East Region.
 - ❖ 2019: Assistant Regional Director (East Region- 25 counties)

- ❖ *Handouts in red folder*



We are SKI-EA, the official education association representing the students, staff and stakeholders of the Southeast Kansas Interlocal.



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www.facebook.com/SKIEducationAssociation



Southeast Kansas Interlocal Education Association

❖ Gerry Brooks: Blessings

Thank you!

The best thing about being a teacher is that it
MATTERS. The hardest thing about being a teacher is
that it matters EVERYDAY.

-Todd Whitaker

