



# CLEVELAND TEACHERS UNION

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## *CTU Special Education Newsletter*

*Mary Moore, 3<sup>rd</sup> Vice President, K-8, Co-Chair Joint Special Education Committee*

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May 2019

### **Intervention Specialist Schedules:**

As we move toward the end of the 2018-19 school year, we are also preparing for the 2019-20 school year. **All school schedules are due to the Joint Scheduling Committee (JSC) by May 13, 2019.** The JSC will review the schedules and expect to see a schedule for every teacher in each building. Every Intervention Specialist should have a schedule that reflects what they are doing. It may need to change throughout the school year, but it should be accurate.

- Whether an IS is self-contained, inclusion, or resource room, everyone needs to be on the master schedule.
- Any IS in a self-contained or inclusion class must have a schedule that identifies the subjects and grades being taught in the periods they are taught.
- For any periods that are designated as resource, push in, or pull out, there is an Eschool code (XTIST) that must be used.
- The committee will expect to see the school schedule include two (2) designated periods per day for Planning Center Intervention. The code for this is XTPCI.
- Intervention Specialists assigned to students in a general education class are expected to be listed as secondary teacher for that class. This allows the IS to have access to Eschool for the students as well as other resources that are attached to the Eschool accounts.
- Teachers should only be assigned to classes for which they are certified.

The Joint Scheduling Committee CTU members are Mark Baumgartner, Mary Moore, and Shari Obrenski. The District Committee members are Erin Frew, Lorenzo Russell, and Karen Thompson.





## **Intervention Specialist Assignments:**

All Intervention Specialists in CMSD fall into one of 7 categories: Pre-K (Preschool Special Ed), HH (Deaf/Hearing Impairment), VI (Blind/Visual Impairment), MD/AU (Multiple Disabilities/Autism--also called Low Incidence), MF (Medically Fragile), ED (Emotional Disturbance), and CC (Cross Categorical).

If an Intervention Specialist is not Pre-K, HH, VI, MD/AU, or ED, they are CC. Your payroll information may say CD but we have no CD caseloads at this time. Students served by a CC teacher can be inclusion, self-contained, pull out/push in. Students on a CC teacher's caseload can have various disability codes. Unless the student is in Pre-k or their IEP calls for a more specialized class, they are part of a CC caseload.

CC caseload and class size limits are the same. For grades K-8, the caseload and class size limit is 12. For grades 9-12, the caseload and class size limit is 16.

Pre-K special education caseloads vary by class type. Half-day limit is 8 special education students and up to 2 general education students in each half-day session with one intervention specialist and one paraprofessional. Inclusion Pre-K limit is 6 special/6 general education with one intervention specialist and one paraprofessional. Integrated limit is 8 special/12 general with one intervention specialist, one general education teacher, and one paraprofessional.

HH and VI caseload limits are 10 and class limits are 8.

MD/AU (Low Incidence) class and caseload limit is 6 with one paraprofessional, and 8 with more than one paraprofessional.

MF class and caseload limit is 8 with one intervention specialist and two paraprofessionals.

ED (Intensive Behavior) caseload limit is 12 and class limit is 10.

Overages are submitted every grading period. The caseload list created in IEPplus is used as evidence of overages for Intervention Specialists.

**To create a caseload in IEPplus: Go into IEPplus. Click "Select a Student Live to manage" (like you normally do to find a student). Then find your students. On the row after the name is an icon of a kid in front of a computer monitor. Click the first one of those. This will place the student on your caseload. Under the location where you type the name of the student you are looking for is a "view my caseload only" box. Click that box and you will see the names that you assigned to your caseload. Print that page (Ctrl P) to use as evidence of your caseload list.**

**All members of the CTU Executive Board are happy to represent you and answer any questions. Below are the Special Education Teachers, Paras, and RSPs on the CTU Executive Board:**

Dorothy Fair, Trustee Senior High/Special, is an IS at Jane Addams.

Patricia Forrai-Gunter, Nurse Representative, is a nurse at Newton D. Baker.

Cherylane Jones-Williams, Paraprofessional Chair, is a Paraprofessional at J.F.Rhodes.

Mary Moore, K-8 Third Vice President, is an IS at Willson School.

David Quolke, President, is a former Mobility Instructor.

Christy Rorick, Publications Chair, is an IS at Joseph Gallagher.

Michelle Rzucidlo, Secretary, is a Pre-K IS at Mary B. Martin.

Justin Willis, Community Relations Chair, is a Transition Coordinator.