

MEMO

TO: East Central BOCES (NEW) Special Education Teachers & Staff –

Wendy Rhyne – Bennett Elementary; **Tomeria Baxter** – Bennett Behavior Program; **Jami Hopwood** – Strasburg Elementary; **Danena Riggs** – Strasburg High School; **Sarah Clark** – Hemphill MS; **Julie Brownfield** – Byers High School; **Nicole Lee** – Deer Trail School; **Patricia Thompson** – Karval School; **Rebecca Kraxberger** – Arriba-Flagler School; **Daneen Jostes** – Hi-Plains School; **Liza Pastorite** – Burlington High School; **Zachary Johnson** – Bennett Behavior Program; **Teresa Adams** – Bennett Elementary; **Deb Osborne** – Prairie Creek Charter; **Shannon Oakley** – EC BOCES; & **Melissa Harris** – EC BOCES

FROM: Moira Hawks and Beverly Blagg

DATE: August 6, 2019

RE: NEW Special Education Teacher Orientations

Welcome to East Central BOCES! We are the Special Education Administrative Unit for your District. This year we will be providing a **NEW SPECIAL EDUCATION TEACHER ORIENTATION** on two days – **Tuesday, August 27, and Wednesday, August 28, 2019**, from 9:00 a.m. to 4:00 p.m. at the East Central BOCES Training Room, 820 2nd Street, Limon. The training on Wednesday, August 27 is a duplicate to the training offered on August 6th.

Attention: If you attended the August 6th training, you do not need to attend on August 27 unless you feel it would benefit you to attend the training twice.

The agendas are as follows:

Tuesday, August 27, 2019 – (Same as training on August 6th)

9:00 a.m. – 11:30 a.m. - IEP Process, Procedures & Enrich

11:30 a.m. – 12:00 p.m. - Lunch will be provided

12:00 p.m. – 4:00 p.m. - IEP Process, Procedures & Enrich

Wednesday, August 28, 2019 –

9:00 a.m. – 12:30 p.m. – Woodcock Johnson IV Training & Disability Criteria

12:30 p.m. – 1:00 p.m. – Lunch will be provided

1:00 p.m. – 2:30 p.m. – Training on RtI Process for Initial & Triennial IEP

2:30 p.m. – 4:00 p.m. – Transition Procedures Overview**

****Please bring an active IEP for an upcoming IEP meeting (August or September).**

Please bring the Woodcock-Johnson IV Test of Achievement Standard Test Book, Supplemental Test Book and Examiner's Manual, a copy of both the Test Record and the Subject Response Booklet. (These should be located in your classroom.) It is also recommended that you review the materials and attempt a practice test prior to the training, using an individual other than one of your students, i.e. your spouse, child, or a co-worker. **This assessment training is REQUIRED by State Rules in order for individuals to administer this educational achievement test, which is necessary for Disability Determination – a required job responsibility.**

Please RSVP by Wednesday, August 21, 2019, to Tracy Grimes, (719) 775-2342, Ext. 101. She will register you on the East Central BOCES website.