



# ANW Special Education Newsletter

January 2011

## SCHEDULED MEETINGS

### January

- 19th Middle School Inter-Related Categorical (1:00)
- 20th Speech Language Pathologist Categorical (1:00)
- 21st Elementary Inter-Related Categorical (1:00)

### February

- 4th ED Categorical (1:00)
- 8th Superintendent's Meeting (9:30)
- 9th MR Categorical (1:00)  
Educational Association Executive Board Meeting (4:30)  
Board Meeting (6:00)
- 15th Mentor & New Teacher Training (1:00)
- 16th High School Inter-Related Categorical (1:00)
- 18th Psychologist & Social Worker Categorical (8:30)
- 23rd New Para Sign Up (8:30)
- 24th Related Services Categorical (2:00)
- 25th Early Childhood Categorical (12:30)



# META

## LOGIN

User ID  
Password

Login Reset

Training on the new payroll system for Paraprofessionals began last week. We are starting with the Chanute and Lola schools and will train the other districts very soon. Para's will be able to clock in when they arrive at school and clock out at the end of the day. Itinerant Para's will need to log in and transfer building locations when they go to another building. Requests for personal and sick leave will be completed through the system also. Weekly approval of times will be submitted by the Para's and their supervisor. Employees will be able to know the amount of personal and sick hours used and available to them. Licensed staff will be able to log in absences and transfers between locations during the school day too. During the implementation process, paper copies will still be submitted as they have been in the past. By the beginning of next school year, all paper submissions will be eliminated. The new system will be more accurate and employees will be able to know where they are with their leave days. As with anything being implemented, there will be some bugs to work out. Please be patient while we work through them.

# Director's Notes



Based on the response we have had from schools regarding the presentations that were done for principals on ways to meet AYP, we will be holding additional training sessions for administrators and teachers. The first sessions will provide more detailed information on how to access and utilize state assessment scores to better understand the educational needs of a building. In addition, they will share how to access assessment instruments from KSDE to evaluate the progress of students on specific indicators. I encourage every teacher to take advantage of the training and to incorporate the use of that data on their IEPs.

I want to thank Betty Barnhardt for all the work she has done on indicator 13. Most of our buildings are now at 100% compliance and those that have not quite made it to 100% are very close. The work that Betty and others did on revising the IEP has helped tremendously along with her work in the field.

We are currently gathering information from different Health Care Providers in order to be able to make good decisions regarding the plan to be offered by the Board for next school year.

In addition, we are asking for information in regard to what it will take to cover our Para's with a health care plan to meet the new federal health care law by 2014.

We will be doing some minor remodeling at the ANW office in order to free up more space for training. The State and Federal Government are clearly making us more responsible to provide additional training for both our licensed and classified staff. Greater demands are being placed on all of you in the field delivering services to perform your jobs in a effective manner, and to do that we need places to do the training. Some of our staff will be temporarily displaced for short periods of time so if you are trying to get in touch with someone and don't get a response, please call the main desk to make sure a phone or computer line is accessible for that individual.



## Improvement of Instruction

The ANW Educators should be complemented in a big way in the fashion that the level of instruction has improved during the process of the 'No Child Left Behind Movement.' We are aware of the pressure that our personnel are under due to the fact that our Special Education sub-groups have occasionally not made adequate improvement.

We are continually evaluating and re-evaluating the instructional methods that are being utilized in the resource rooms within the ANW Cooperative. Our personnel and building level administrators will be invited to a meeting next month designed to introduce additional ideas to continue to improve our instructional methods.

We are still experiencing areas that need to be addressed. We are hearing from our School Psychologists that many times students are hurried through the Student Intervention Team process in order to tap the resources of the Coop. This, without proper documentation of the attempts to correct learning issues by the regular education, is a violation of the MTSS process and Federal guidelines. We have challenged our School Psychologists to gain the assistance of the zone coordinators to help review the portfolios and to ask for our assistance with difficult situations. Likewise, we the zone coordinators are available for assistance in situations that may be challenging at times.

Again, we appreciate the ANW staff for your continued efforts in dealing with challenging situations!!

*Absentees:* I would like to remind everyone that when you have to be absent for any reason, you should call your building and let them know prior to your reporting time if possible. It is very important that your building knows that you will not be reporting to work in case they have to get someone to replace you, re-schedule the students with someone else, be able to answer the question as to where you are if someone calls the building looking for you. The next thing you need to do is fill out an attendance report form that can be found on our website under 'ANW forms.' We have separate attendance forms for the non-certified and certified staff. You need to fill that form out and get it to the ANW central office within two weeks from the date of the absence. Failure to report your absence on the appropriate form could result in disciplinary action.

We hope that the new reporting system, (META—'Managing Employees Time & Attendance') will be in place for all by the first of this next school year.

## ★ Para Corner ★

We have been welcomed back from Christmas by being pushed into the deep freeze! Not only is the school year half over, but the up side is 3 short months to SPRING (and spring break!)

More Para In-service Training will be occurring in February 2011!! Watch our web page for details which will be finalized later this month.

If you have specific in-service topics you and others in your school would like to have addressed please call or email Cindy Folk your suggestions.

**META Time System Training Coming to a school near you!** You will be notified of the training date.

Remember to send in your in-service training paper work as you complete trainings. Remember to write up and submit any type of state assessment training you receive and/or any training you receive for your role in regular education classrooms also.

The cut off date for all in-service completion for the 2010/2011 school year is APRIL 15th.





Korenne Grzybowski is teaching at Erie High School. Her previous experiences include Independence Middle School (8th grade math), Altoona-Midway Middle & High School (7th & 8th grade math), and Jayhawk-Lynn Jr/Sr High School. She has attended: Allen Country Community College, Fort Scott Community College and Pittsburg State University. She holds her Masters in Educational Leadership. Korenne lives in Humboldt.



## Nurses Station



Kansas Cavity Free Kids, Kansas Head Start Association and Oral Health Kansas (OHK) have assembled easy-to-use activities for early childhood/school classroom staff, school nurses, health educators, WIC and health departments. All the materials, ready to download, are on OHK's website, just a click away.

You will find three sites on OHK's website that will give you ideas and handouts:

3. OHK has a wide range of materials for schools to download including a recipe book for 'Healthy Teeth'

[www.oralhealthkansas.org](http://www.oralhealthkansas.org)



4. OHK has produced Tips & Tricks for Oral Health in Spanish and English, valuable for parents and kids

[www.oralhealthkansas.org/tipstricks.html](http://www.oralhealthkansas.org/tipstricks.html)

5. Kansas Cavity Free Kids and Oral Health Kansas have placed additional downloadable handouts at

[www.oralhealthkansas.org/educationalmaterials.html](http://www.oralhealthkansas.org/educationalmaterials.html)

Need more ideas? Email Julie Parnell at OHK at [jparnell@oralhealthkansas.org](mailto:jparnell@oralhealthkansas.org).

