

Department Overview

Special education teams provide direct compliance, technical, and instructional support to special education teams at the school site. There are four SSD special education teams (North, South, East, and West.) Each team consists of a director, instructional coordinators (4-5 per area), related services coordinators (speech/language, school psychology, and health services), behavior interventionists, early childhood instructional interventionists, and floater special education instructional facilitators. Teams are responsible for the direct supervision of floater specialized program teaching assistants assigned to support individual students/classrooms on a short term, as needed, basis.

Performance Measures

Communication: Special education teams ensure that communication amongst team members, schools, and district-level administration, school staff, parents, and community members is clear, concise, and professional. This applies to written communication, phone calls, and face-to-face interactions.

Consistency: To provide effective supports to schools, professional development is consistent across all teams to support school administration, teachers, and support staff.

Customer Service: Parents, District staff, and community members receive excellent customer service at all times as evidenced through surveys. Survey results will drive opportunity for improvement.

Department Services



- Provide professional development opportunities for school administrators, special education instructional facilitators, teachers, and support staff in the areas of compliance, processes, procedures, and instruction for students with disabilities.
- Coach and mentor special education instructional facilitators, teachers, and support staff to ensure that students are receiving quality instruction.
- Respond to parent concerns.
- Respond to Requests for Assistance (RFAs) from school teams.
- Collaborate with related services personnel.
- Work collaboratively with the Office of Compliance and Monitoring on professional development needs, high profile cases, etc.
- Attend IEP meetings as needed to support school team members through the IEP process.
- Hire, supervise, and assign floater specialized program teaching assistants (SPTAs).
- Supervise administrative, licensed, and support staff personnel.
- Review student discipline/confidential folders to ensure IDEA compliance.
- Review referrals for special school placements.
- Analyze data to drive professional development needs.
- Development and oversight of department budget.
- Support special projects/Division initiatives.