

The Special Edition

September 2023



WELCOME BACK!

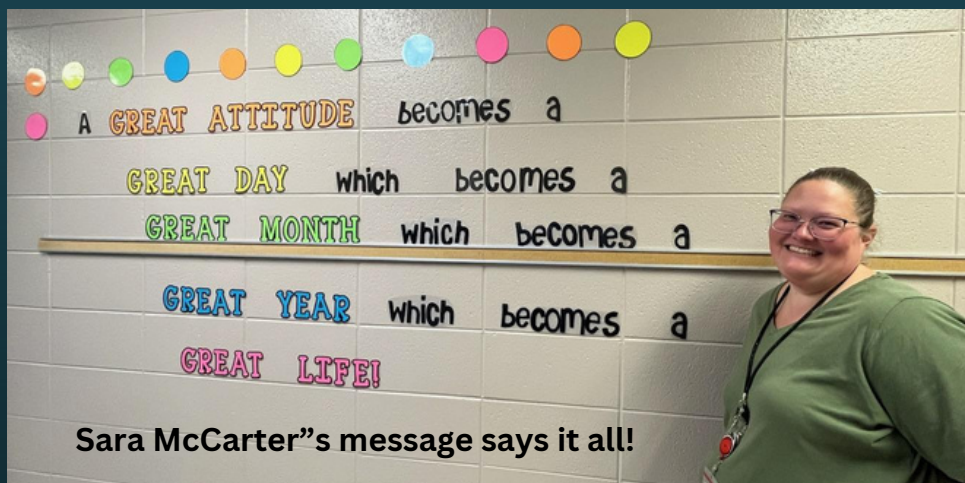
Hello Coop Family!

We are off and running with a solid start to the 2023/24 school year! It is exciting for us all to welcome and support our newest Coop family members. Together we are united in our pursuit of providing high quality special education services. Through specially designed instruction we are able to ensure our students have access to the gen ed curriculum with meaningful, rigorous learning to make significant progress on their IEP goals. THANK YOU for all you have done to get our special education services up and running so quickly.

Together, we are all working as a strong team to continue to recruit para support throughout the Coop. Unfortunately, our job fair in Wamego did not provide applicants as we had hoped. Jennifer will be attending the KSU recruiting event Ready, Set, Support next week and we are in hopes to get some applicants through that event. I appreciate everyone pulling together to cover services in creative ways. Your extra efforts during these challenging times of lean staffing is noticed on the daily and is very much appreciated. Nothing will get in the way of us building strong relationships with our students and families as we continue our efforts to provide quality special education services that support our students in reaching their greatest potential.

Please reach out to let me know how I can support you. You all have my cell number, please don't hesitate to use it! I am here for you! Here is to cooler temps and all things fall, y'all!

Enjoy! Deb



Para L and Para B Pay Codes

If you supervise paras, please be sure when you are approving time in Skyward you are verifying the accuracy of time for ParaL and ParaB codes. Paras should be clocking in and out to use those pay codes only for the times they are qualified to work under that code. Your help with this time monitoring is much appreciated.

IMPORTANT INFORMATION

PARA HIRING PROCEDURE UPDATE

Beginning immediately...All paras who are being recommended for hire **must** be approved and the recommendation submitted by your building principal in an email to Kathryn Mayfield, Courtney Carpenter, and Jennifer Nider. Reminder, HR does not do any reference checks or vetting process on para applicants. References must be checked by the building hiring team.

SEPTEMBER 20TH IS NEARLY HERE!

September 20 is a **critical SPED financial count day!** You must accept or amend new IEPs and complete new placements on or before September 20. Any new evals should be given priority to meet this date.

REMINDERS

- Mileage forms are due the 25th of every month.
- Please complete your annual required training as soon as possible. To access them, simply click [HERE](#). It's important to complete all the trainings by August 31. Once you're done, please don't forget to submit the verification form at the bottom.

SCHEDULES

If you haven't already...please turn in your schedules to the Coop as soon as possible. **DEADLINE IS AUGUST 31.** This includes para schedules. New para schedules are due by the end of their first week.

The only bad question is the unasked question! Please reach out to us at the Coop as we are here to support you. Reminder...individual sessions on WebKIDSS or any IEP paperwork can be set up to support you with our Coop team.

Have a new student?

We must accept or amend within 5 school days!

Have an exiting student?

Be sure to notify Diana Phillips within 5 school days! (phillpsd@usd320.com)

Random Moment Time Study

This applies to Related Service Providers, a few Special Education Teachers, Administrators, and School Counselors. The RMTS is a survey that is used to determine the amount of time spent on activities that are Medicaid related. Your participation helps your school receive federal funds for activities done that are necessary to provide students with health-related services like speech therapy.

Mary Bates will send more detailed information out during the last week in September to the people that are on the Staff Pool that could be selected for a Moment Survey.

Surveys begin in October.

IMPORTANT INFORMATION

NCI TRAINING DATES

Friday, September 15 - Refresher, 8:30am-Noon - PLC Bldg.
Friday, September 29 - Initial, 8:00am-3:00pm - PLC Bldg.
Friday, January 5 - Initial, 8:00am-3:00pm - PLC Bldg.
(1 hour lunch break on your own)
Friday, March 22 - Initial or Refresher as needed - PLC Bldg.

NEW TEACHER TRAINING DATES

Tuesday, September 5, 2:30-4:30pm - PLC Bldg.
Tuesday, October 10, 2:30-4:30pm - PLC Bldg.
Tuesday, November 7, 2:30-4:30pm - PLC Bldg.
Tuesday, December 12, 2:30-4:30pm - PLC Bldg.
Tuesday, February 6, 2:30-4:30pm - PLC Bldg.
Tuesday, April 9, 2:30-4:30 pm - PLC Bldg.

**** REMINDER: These meetings are required. Please secure a sub as needed through your district.**

CHILD FIND SCREENING DATES

Friday, September 22 - Westmoreland, United Methodist Church Education Building
Friday, December 1 - Wabaunsee Elementary School
Friday, January 19 - St. George Elementary School
Friday, March 22 - Wamego, Trinity Baptist Church

****Refer interested families to Robin Laughlin at the Coop.**

If you missed our opening professional development and training on August 3, please be sure you get all information you missed from a colleague or reach out to the Coop for a packet if you need one.

****Be sure to have parents check consent boxes and add in their initials beside the check mark to provide verification.**

Coop Office hours are Monday-Thursday, 7:30 am-4:30 pm, and Friday, 7:30 am-4:00 pm. We follow the USD 320 calendar, which means if the USD 320 District Office is closed, we will be closed as well.

IEP TIMELINE

Please follow the IEP timeline and all weeks notices, including opening the IEP in WebKIDSS, 6 weeks before the IEP date, and have the IEP draft ready and submitted for review. Be sure to send home a draft IEP for family review and input **UNLESS** it is an initial IEP.

IMPORTANT INFORMATION



WebKIDSS
Past Inspired, Future Driven

**Fall Online Webinars
(Tuesdays 3:00-4:00)**

Registration is also now open for some of our fall PD sessions.
[Click here](#) to get registered for one or all of these PD sessions!

PLAAFP Development: September 12, 2023

Goal Writing: September 19, 2023

SPED Services: September 26, 2023

Transition Goals: October 3, 2023

Transition Services: October 10, 2023

Each webinar will be held via Zoom, and specific links will be sent out the morning of each webinar for all registered participants. These sessions are the same sessions that were offered last school year.

Each webinar is \$10/session. Be sure to register using your school/district email address. Limited availability (up to 75 participants per session).

Have you been LETRS trained? KSDE is providing **free** LETRS training to all interested educators. If you would like to receive this training you can register at this link!
<https://www.ksdetasn.org/letrs> Be sure to register by Nov 17th for the next cohort, which begins in January 2024!

Emergency Safety Interventions - Just a friendly reminder that KSDE have changed the regulations and reporting measures regarding seclusion. You can find the link to the KSDE resources including videos and the seclusion evaluation tool at <https://ksdetasn.org/ksde/emergency-safety-interventions-esi-resources>.

All IEP meetings are to be held in person unless an emergency arises. **Starting Oct 1st we will no longer have Docusign and will be using Adobe Sign instead.** Here is the link to the directions on how to set up your Adobe Sign account: [Adobe Sign Set Up Directions](#).

ALL annual IEPs are due on or before April 14! IEPs held after April 14 should be **ONLY** new evals or new move-in IEPs.

TASN WEBINAR TRAINING

Dynamic Learning Maps

Training Webinars:

3:00 - 4:00 pm

August 24, 2023

October 12, 2023

December 7, 2023

February 8, 2023

April 11, 2023

Early Literacy Instruction for Students Taking the

DLM Webinars:

3:00 - 4:00 pm

August 31, 2023

September 7, 2023

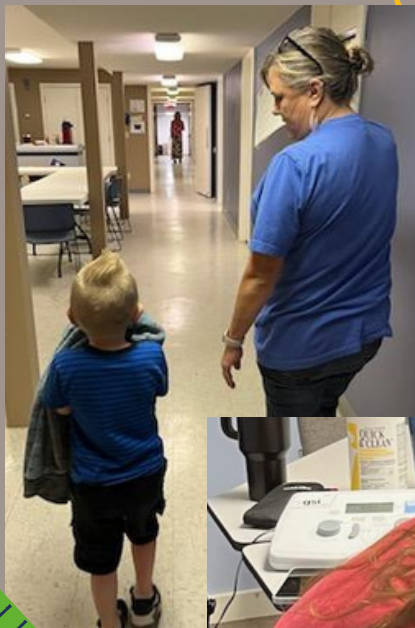
September 21, 2023

October 5, 2023

October 19, 2023

The PLC building has been reserved if you want to get a group together to attend the training sessions.

PLC is not available on 9/21, 12/7, 2/8, 4/11. Depending on group size, the Coop Conference room is available.



Child Find Screening Wamego August 2023



BACK TO SCHOOL 2023-24

Our awesome behavior support team
shares best practices.

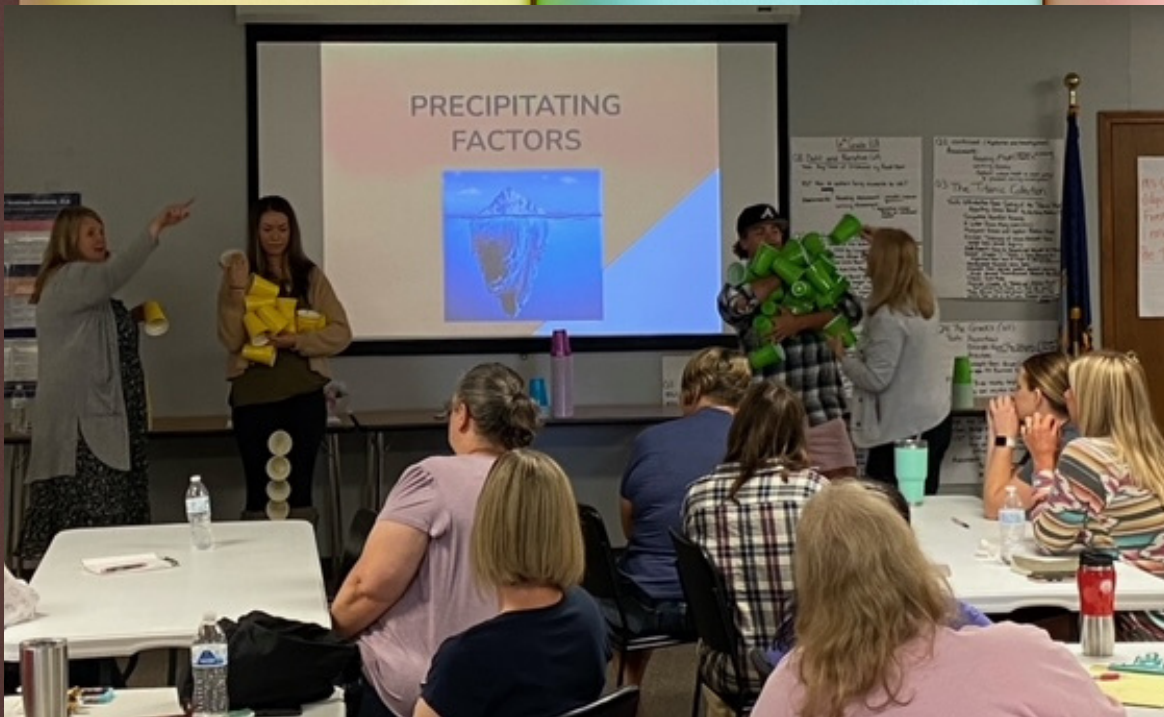


KASB Assistant
Director of Legal
Services, Lori
Kopp, shares
updates on ESI.



PARA INSERVICE TRAINING

Thank you to our
brave volunteers,
Ryan Erickson
and Kelsey
Reynolds!



Our paras experienced a powerful visual of the precipitating factors that can impact behaviors. They also learned ways to support students with self-regulation strategies.



Study hall is NOT special education.
Special education is NOT study hall!
What specially designed instruction are you delivering? How are you activating prior knowledge? How are you providing preteach and reteach opportunities? What are the necessary special education services needed to meet his/her IEP goals while fostering independence?

If you are on a waiver

for this upcoming school year, be sure to have an updated plan of study from the college you are attending, proof of enrollment in classes for the '23-24 school year, and an unofficial transcript showing your completed classes from '22-23, turned into the special education office ASAP.

WAMEGO SPIRIT

The Wamego High School Cheer team wants to expand the Cheerleading experience to student aged individuals (4 years old+) in USD 320 with an intellectual disability through a Wamego Unified Spirit Clinic that is called, Wamego Spirit. Wamego Spirit will be a Cheer Clinic made up of participants and partners that will practice and perform together. The Clinic will be overseen by WHS Head Cheer Coach Aubrey Brown. **Partners** will be current members of the WHS Cheer team. **Participants** must be in the USD 320 school district; must have a recognized intellectual disability defined within 42 U.S.C. Section 12102(ADA).



REQUIREMENTS: Participants must have a participation form and signed waiver completed and on file at WHS – **Please read, complete, and return the next page to the high school.**

FEES: Cost is \$25 per participant - Includes Shirt, Bow/Bandana, & Entry Fee to Performances.

DUE: All Forms need to be turned into your school office by/on **September 13th at 3pm.**

SCHEDULE FOR 2023-2024:

6pm - 7pm Monday, September 25th – Clinic Practice

Monday, October 9 – Clinic Performance at JV Football Game

6pm - 7pm Monday, November 20th – Clinic Practice

6pm - 7pm Monday, January 8th - Clinic Practice

Tuesday, January 9 – Clinic Performance at Varsity Basketball Halftime

6pm - 7pm Monday, February 26th – Clinic Practice

4pm - 5pm Sunday, March 3rd – Final Clinic Showcase



A HUGE SHOUT OUT AND THANK YOU TO AUBREY BROWN FOR MAKING THIS POSSIBLE!

WAMEGO UNIFIED SPIRIT CLINIC

AGREEMENT TO PARTICIPATE- To ensure that Wamego Unified Spirit Clinic participants and parents/guardians understand and accept the risks of participation in this Clinic, parent/guardian must indicate your understanding and agreement by signing on the appropriate line below. As a Wamego Unified Spirit Clinic parent/guardian I agree to allow my child/ward to participate in the Wamego Unified Spirit Clinic and affirm that my child's participation is completely voluntary. I understand that there are risks inherent in the activities my child will engage in at the Wamego Unified Spirit Clinic which may cause serious injury or even death. I also understand that, despite safety precautions, neither the Clinic Staff nor Wamego High School can guarantee that my child/ward will not be injured. My child and I are willing to assume these risks. In consideration for permitting me/my child/ward to participate in the Wamego Unified Spirit Clinic, I voluntarily agree, for myself, my heirs, executors, and administrators, to the following: To assume full responsibility for any risks or loss, or personal injury including death that may be sustained by me/my child/ward, or any loss or damage to property owned by me/my child/ward, as a result of training for, participating in, or traveling to or from the Wamego Unified Spirit Clinic. By signing below, I acknowledge that I have read, understand and agree to the terms outlined above:

Cheerleader/Yell Leader Name: _____

USD 320 School: _____

Grade: _____

T-shirt Size (Pick One): ___ Youth Small ___ Youth Medium ___ Youth Large

___ Adult Small ___ Adult Medium ___ Adult Large

Permission to photograph/video participant ___ YES ___ NO

Parent Name: _____

Printed

Signature

Contact Phone # _____

Emergency Contact Name _____

Contact Phone # _____

Additional shirt for \$15: ___ YES ___ NO

Circle Additional Size(s) Youth: S M L Adult: S M L XL 2X 3X

TOTAL: _____ **CASH CHECK (# _____)** made out WHS CHEER w/ CHILD'S NAME in the memo line

All Forms need to be turned into your school office by/on September 13th at 3pm

Welcome to Our New Staff



TERI BAILEY-JOHNSON, Assistant Director of Sped

Hello! I am so excited to join the team here at Wamego Special Education Cooperative. I have 19 years of experience in the education field, having served in a variety of roles including a special education teacher, instructional/behavioral coach, building principal, special education coordinator, and an assistant director of special education. I believe that everyone has the potential to be successful and am dedicated to ensuring that each student and staff member not only realizes their individual potential, but also has the supports in place to help them meet their individual goals.

A little bit about me personally...I grew up in the southwestern part of Jackson County, where I still reside with my husband and two sons. I am a graduate of Kansas State University, Washburn University, and Emporia State University. In my free time, when I am not attending sporting events for my kids, I enjoy reading and spending time with my extended family. I look forward to being a part of the team and getting to know all of the students and staff of USD 320, USD 323, and USD 329!



SUZETTE MCGUIRE **Wamego High School**

I'm very excited to be back at Wamego High School after being gone for 10 years. I have over 20 years of teaching experience and I'm thrilled to call Kansas home after moving around the globe for the last 30 years as a military spouse. My experience and love for teaching is a perfect fit for the philosophy established at Wamego High School and I look forward to joining the wonderful staff.



Welcome to Our New Staff



Hi! My name is Esme Dillinger and I am coming from Los Angeles to teach in Wamego! I just completed my masters in teaching and I am very excited to get to know the community better by teaching at Wamego High School!

WELCOME

My name is Alyssa Smith and I am so excited to join this school district family! I have been in Manhattan since I was 4 years old, so I bleed purple. I graduated from Manhattan High and also from Kansas State University, where I received my Bachelors of Science in Social Work. I received my Masters in Social Work from Washburn University. My work experience includes 4 years as a Social Worker at Spring Valley Elementary School.

I love working with kids and advocating for them. I am passionate about implementing trauma informed care and increasing suicide prevention and awareness.



Hi I'm Courtney Carpenter, your new Human Resource Coordinator in the District Office. I live in Manhattan with my husband, Brian-Optometrist at The Eye Doctors; 4 children (Owen-1st year college student, Miles-HS Senior, Lila-8th Grader and Autumn-5th grader). I must include my dog, Sara, and cat, Walter. As you can SEE our family is always on the go from one activity to the next. Please stop by and introduce yourself! I always have a plate of lifesavers and of course, chocolate :) Have a wonderful school year and know that I am available anytime to help you make this year FANTASTIC!

Welcome to Our New Staff



Hi everyone! My name is McKensie Sisco and I am the low incidence/ interrelated SPED teacher at Wamego High School. This is my 3rd year teaching life skills but my first year year to teach high school. I previously taught K-5.

Originally born and raised in Texas, I recently moved to Manhattan due to relocation for my fiance's job. We moved here in August with our two pups Duke and Scout.



I received my bachelor's degree in Sociology from Sam Houston State University in Huntsville, Texas. After graduating I worked as a Registered Behavior Technician at an Applied Behavior Analysis clinic. I am certified to teach EC-12 Special Education and EC-6th core subjects with Science of Teaching Reading. I am currently working on my master's degree in Teaching Learning and Leadership concentrating in Special Education with emphasis in Mild and Moderate Disabilities at Oklahoma State University and I will be graduating in December 2024.

I love all things behavior related and enjoy working and learning more about rare disabilities. While living in Texas I spent lots of time volunteering with Special Olympics and hope to continue that in Kansas as well. I enjoy watching college football (GO POKES!) as well as Astros Baseball (GO STROS!) I got engaged in October 2022 and hope to start planning our big day soon!



TeleTeachers SLP Megan
Armbruster & para Kim
Cutting





KS

Pilot Club of Manhattan presents

Bat with a Cat

Sunday, September 10,
4:00 p.m. K-State Tointon
Family Stadium

Pilot Club of Manhattan is teaming up with the K-State Baseball team for Bat with a Cat! Special needs children, ages 8-14, will be paired with a member of the K-State Baseball team, and have the opportunity to bat, field, and run the bases at K-State Tointon Family Stadium.

Pilot Club of Manhattan will provide bats, balls, helmets, hats, t-shirts, drinks and snacks. You'll just need to supply a glove.

Space is limited, so register today by scanning the QR code or www.pilotclubofmanhattan.org:



www.pilotclubofmanhattan.org

Pilot Club of Manhattan is a service organization in Manhattan, KS. We are an international organization whose mission is to influence positive change in communities throughout the world. To do this, we come together in friendship and service, focusing on encouraging brain safety and health, and supporting those who care for others.



Pilot Club of Manhattan

HAPPY BIRTHDAY



SEPTEMBER

Erica Scott - 1
Lacey Hunt - 5
Wayne Gros - 5
Shannon Leitch - 12
Joe Dee Tarbutton - 13
Aspen Wilson - 16
Kelly Sigg - 16
Marcia Beachler - 20
Casey Meinhardt - 26

AUGUST

Teri Johnson - 4
Shelly Corp - 6
Kira Varnadore - 13
Hannah Basler - 16
Ariella Wheeler - 17
Andrew Mosby - 18
Melissa Phipps - 18
Wendy Willi - 22
Mary Bates - 23
Kim Hall - 24
Katherine Cantrell - 31

PLEASE TAKE NOTE...

- Friendly reminder: Progress Reports must be written and provided to families EVERY quarterly grading period.
- Don't forget to send your **SNAPSHOTS** to all gen ed teachers working with the student who have a need to know.
- ED is now Emotional Disability!
- Dyslexia is now listed under the Learning Disability category.
- Special Transportation in the IEP must be listed as ST. AC is for Attendant Care. If you have a student who needs a para bus aide contact Mary immediately!

Can I wear SPED gear (t-shirts, jackets, etc that is specifically themed to special education) to school? Yes! You are welcome to wear SPED gear to school. Just be cognizant and cautious of wearing SPED gear when having pictures taken or on fieldtrips with students. We want to ensure that we are not inadvertently identifying our students as being students with special needs by the attire we are wearing when we are with them.

BE INSPIRED

BIG
JOURNEYS
BEGIN
WITH
SMALL
STEPS

STRIVE FOR
progress,
NOT
perfection.

"stay
Positive
And keep
smiling"

Be Kind
One Choice
at a
Time

It takes the same energy to think
small as it does to think big. So
dream big and think bigger.

be
FEARLESS
in the
pursuit of
WHAT sets YOUR
soul on fire

BE THE
person
YOU
needed
WHEN YOU WERE
younger

The starting
point of all
achievement
is desire.