

# Special Services Overview and Discussion

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SEPAG presentation 10/24/2022

Kim Conti - Director

Chris Carew - Supervisor

Joseph Seugling - Supervisor

# Department Administrators

- Director of Special Services
  
- Supervisors of Special Services

# Department Staff

# Child Study Team

- School Psychologist
- Learning Disability Teacher Consultant (LDTC)
- School Social Worker
- Speech Language Specialist \*

# Case Managers

- LDTC, School Psychologists and School Social Workers case manage students who are eligible for special education and related services
- Speech Language Specialists case manage students who are eligible for Speech Language Services
- Coordinates the development, monitoring and evaluation of the effectiveness of the IEP
- Facilitate communication between home and school
- Coordinates: annual review and initial and reevaluation process

# Steps for Assistance for Parents Regarding Special Education Concerns

1. Case Manager/Teacher
  - a. Case manager copied on all correspondence to teachers. Case manager can be communicated with via email or phone call to building. School Counselor can also assist.
2. Supervisor of Special Services
  - a. When concerns are not able to be addressed at the level of case manager/teacher
3. Director of Special Services
  - a. When concerns are not able to be resolved at the level of the Supervisor

The department website ([www.twpunionschools.org](http://www.twpunionschools.org) - Departments/Services - Special Education Staff Directory)

# General Overview Process for Referrals/Child Find

# Process for Referrals

Referral for Special Education Services and Related Services:

A parent or guardian of a child in the district may request a referral to the  
Child Study Team

by contacting the building principal

or

by sending a signed written request for CST evaluation for your child to the attention of Ms.  
Kim Conti, Director of Special Services:

Kim Conti

Department of Special Services

1231 Burnet Avenue

Union, NJ 07083

Signed written requests sent via email will be accepted if the email contains a photo of the signed request or a scanned attachment of the signed letter.



# Child Find

The Township of Union Public School District has a responsibility to locate, identify and evaluate all resident students with disabilities who are in need of special education and related services, including students with disabilities attending nonpublic schools, and highly mobile pupils such as migrant workers' children and homeless children regardless of the severity of their disabilities. The school district locates, identifies and evaluates, where appropriate, the following: Children below school-entry age (3-5); school age children; children entering school for the first time; children enrolled in public and private schools; transfer pupils and school age children who are eligible to attend school but who are not attending school and who are residents of Township of Union School District.

# Child Find

Upon written request, the district will conduct an initial identification meeting for any resident child to determine whether a referral for special education and related services is appropriate. Such a request may be made by contacting Kim Conti, Director of Special Services, Township of Union Public Schools at 908-851- 4426 or by writing her at 1231 Burnet Avenue, Union, NJ 07083. The school district provides special education and related services for children ages 3 to 21. Information for children with potential disabilities or those with disabilities from birth to three is available through Project Child Find, (a service established by the N.J. Department of Education through I.D.E.A., Part B funds from the U.S. Department of Education) at 1-800-322-8174.

# Child Find

Link to Notice of Child find/Project Child Find from district website

[Click here to access](#)

# **The Role of the Department of Special Services**

# Department of Special Services

- Functions within and as a part of the general education system.

# Department Undertakings and Endeavors

1. Play Unified
2. Child Assault Prevention (CAP)
3. Community Based Instruction (CBI) with the assistance of Rutgers Boggs Center
4. Social Emotional Learning: SILAS and Rethink
5. Learning Ally - Human Read Audio Books

# Department Undertakings and Endeavors

## 6. Parent/Student/Staff Workshops -

- Planning for Adult Life: Planning for Transition Save the Date 3/22/23 at 6:30 PM

## 7. Positive Behavioral Supports in Schools

8. Effective School Solutions-Professional Development (PD) for Staff and Families (Previous Topics have been Nurtured Heart and Mental Health Needs and Supports) and Resources: Solutions posted on Department webpage and upcoming PD TBD

# Department Undertakings and Endeavors

9. DARE TO DREAM
10. EACH ONE TEACH ONE
11. Initiated Student Support Services at Union High School and has been turn-keyed and overseen by UHS staff.
12. Department Website ([click here to access](#))
13. New Jersey Coalition for Inclusive Education: Grant for Inclusion strategies for Preschool