

Student Services Division  
Office of Professional Development  
4040 Pecos-McLeod Interconnect  
Las Vegas, Nevada 89121

Dr. Cathy Scott, Director  
scottcm1@nv.ccsd.net  
Phone: 702-799-0790  
Fax: 702-799-0796

### Department Overview

The Student Services Division (SSD) Office of Professional Development is responsible for coordinating, developing, and implementing professional development trainings for teachers, paraprofessionals, and administration regarding students with disabilities, including topics such as Individualized Education Programs (IEP); reading, writing, and math instruction; classroom management, and fostering an inclusive school-wide environment.

The Department leads the Assess-Plan-Teach initiative; a literacy grant from the Nevada State Department of Education, Special Education Office that supports literacy, K-5<sup>th</sup> grade, resource and self-contained (K-5<sup>th</sup>) classrooms.

The Department is also responsible for maintaining a master calendar of all SSD departments' professional development trainings.

### Performance Measures

**Customer Service:** Customer service is evaluated by staff, including administrative, licensed, and support, via the use of surveys. Results will be analyzed to allow opportunity for improvement

**Communication:** by the Office of Professional Development emphasizes conciseness and clarity in order to facilitate an understanding of available services and how to request additional assistance.

**Consistency:** Consistency is emphasized. Presentations are vetted and approved by the SSD Office of Professional Development.

### Department Services



- Provide professional development (PD) for CORE (Consortium on Reaching Excellence)
- Provide PD for intervention curriculums, such as Read Well, Step Up to Writing
- Coach and mentor on instructional practices for staff who serve students with disabilities
- Provide PD on accommodations/ modifications for students with disabilities
- Provide PD related to writing lesson plans and the tie in to the NEPF
- Provide PD on inclusive practices: including all students regardless of which classroom they are in, scheduling, programming, etc.
- Provide PD on meaningful data collection to inform instructional decisions
- Offer PD for support staff who serve students with disabilities: understanding disabilities, understanding special education programming, behavior strategies
- Provide PD for special education teaching staff on writing Individualized Education Programs (IEPs) that are compliant and instructionally sound, such as the IEP Best Practices training.
- Provide PD on assessments that are diagnostic to develop accurate present levels of academic and functional performance

### Service by the Numbers

- 31 schools served through the state flow-through grant on literacy
- Provided over 300 districtwide professional development trainings
- 1800 students served
- 100 administrators trained
- 3000 teachers trained
- 1000 support staff trained