

Student Services Division
Special Education Teams

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Department Overview

Special Education Team members provide direct compliance, technical, behavioral and instructional support to special education teams at the school site.

There are four SSD Special Education teams: North, East, West, and South.

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

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

Communication: Special Education Team members ensure that communication amongst team members, Division 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, support staff and students.

Department Services



- Provide professional development opportunities for school administrators, Special Education Instructional Facilitators, teachers, and support staff in the areas of compliance, procedures, positive behavioral supports 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 special education concerns.
- Respond to parent concerns.
- Respond to service requests from school teams.
- Collaborate with related services personnel.
- Work collaboratively with the Office of Compliance and Monitoring on professional development needs, service concerns, etc.
- Attend IEP meetings to support school team members through the IEP process.
- Hire, supervise, and assign floater Specialized Program Teaching Assistants (SPTAs).
- Review student discipline/confidential folders to ensure IDEA compliance.
- Review special school placement requests.
- Analyze data to drive professional development needs.
- Development and oversight of department budget.
- Supervise administrative, licensed, and support staff personnel.
- Support special projects & Division initiatives.

Special Education Teams

Service by the Numbers

- Over 360 schools served
- Responded to 1,912 requests from schools for teacher or classroom support
- Responded to 3,936 requests from schools for specific student support