

Glassboro Public Schools
Supervisor of Special Services
Christine Williams
June 2020

ADMINISTRATION:

Staff Evaluations: Two portfolio evaluations for non-tenured speech and language specialists

Professional Development:

- Webinar: NJPSA Pandemic Response: Next Steps Now That Schools Are Closed for the Year – Relayed this information to administrative council
- Webinar on BDI-3
- COVID-19 Student Mental Health webinar

STAFF NOTES:

- Answered staff questions regarding trainings, budget, progress reporting, etc.
- Bowe teacher interview committee
- Director of Special Education interview committee
- Aide interviews at Rodgers

STUDENT NOTES:

- Annual review meeting for a student at Bowe
- Bullock Students of Concern Meeting on 5/8, 5/15
- IEP revisions for Bowe student
- Coordinating homebound instruction hours for two students

CHILD STUDY TEAM:

- Elementary and Secondary Team meetings on 5/4/2020
- Secondary Team meeting on 5/11

- Elementary Team meeting on 5/12
- Secretary meeting on 5/14
- Elementary and Secondary Team meetings on 5/18
- Related Services meeting on 5/19
- Ongoing training regarding procedures during the COVID-19 school closure
- Review all annual review IEPs as they are completed
- Completed Extraordinary Aid application with Michele Palumbo and Deneen Molloy
- Submitted Continuing OOD chart

INSTRUCTION:

- NJIETA webinar for project overview
- Webex meeting regarding Bullock packets for LLD classroom
- Bowe PDS meeting
- Coordinated list for laptops for paraprofessionals
- PDS prep meeting for the 2020-2021 school year
- Related service PLC on 5/5/2020
- Updated Special Education Plan
- Special Education Teacher handout on 4/2/2020
- GHS curriculum meeting on 5/1
- Administrative Council meetings on 5/4, 5/11, 5/18,
- Budget meeting
- CARES meeting
- Preschool Planning Meeting
- ESY registration letter

COMMUNITY:

- GCASE Meeting on 5/1, 5/8, 5/15, 5/21, and 5/29

SCHOOL CLOSURE – COVID-19

- Team meetings for CST, secretaries, and related services
- Communication/collaboration/consultation with other Special Education Supervisors and the County Supervisor of Special Education

- Keep up to date with Parker-McKay newsletters
- Participated in numerous webinars regarding legal guidelines for COVID-19 and special education services during the school closure
- Special Education Restart Committee meeting on 5/15 and 5/29
- Revised progress reporting procedures