

**Glassboro Public Schools**  
**Director of Special Services**  
**Nanci Moore**  
**December 2020**

**ADMINISTRATION:**

**Staff Evaluations:**

Completed portfolio reviews for High School

Reviewed Applicants for Aide Positions

Collaboration with Human Resources for staff schedules and leaves

**Professional Development:**

- Meeting with L2L Mentor 11/3/2020, 11/17/2020
- L2L Monthly Peer Group Meeting 11/8/2020
- Email contacts with L2L Mentor-ongoing
- Equity Training by NJPSA- L2L

**STAFF NOTES:**

- Conducted Interviews for Aides: 11/9, 11/12, 11/13/2020
- Consult with principals and case managers on aide coverage
- Ongoing consultation with principals about Self-Contained Programs
- Ongoing collaboration with business office regarding SEMI

**STUDENT NOTES:**

- Communicated with aides, case managers, and teachers as needed, regarding student issues and student placements
- Consultation with case managers regarding specific student placements for transfer students
- Ongoing communication and oversight of McKinney-Vento/DCP&P

**CHILD STUDY TEAM:**

- Individual Meetings with case managers regarding placements, evaluations, homebound services, and student progress.
- Homeless/McKinney-Vento Meeting

**INSTRUCTION:**

- Participated in Administrative Council on 11/4/2020
- Participated in Administrative Council on 11/10/2020
- Participated in Administrative Council 11/20/2020
- Reviewed Parker-McKay legal updates newsletters
- Met with OOD Case Manager to review students placed in outside schools
- Collaborated with principals about self-contained students and aides

**COMMUNITY:**

- GCASE- meetings 11/8/2020, 11/20/2020,
- Attended Board of Education Meeting 11/18/2020
- Covered Glassboro Intermediate School 11/23 and 11/24/2020

**SCHOOL CLOSURE – COVID-19**

- Keep up to date with Parker-McKay newsletters
- Monthly Meeting with Superintendent 11/2020
- Continued communication with Gloucester County Districts regarding status of special education attendance and programming

# November 2020 CST Data

	C. Williams	Torbik	Giroux	Keating	Zabel	Krick	Olaye	Grisi	Clark	Grygo	Foreman
Assessments Completed:	4	0	2	0	0	4	2	1	2	0	2
Outstanding Reports:	5	0	2	0	4	0	2	5	0	1	2
Initial Planning Meetings Attended:	3	3	3	0	1	1	4	5	1	0	0
ReEvaluation Planning/Elig:	5	4			6		6				
IEP Revision Meetings:	3		2	0	5	5	2	1	6	5	0
IEP Reviews:			0	0	0	5		0	6	2	2
IR&S Meetings Attended:	0	x	7	x	-		1	0	8		0
504 Meetings Attended:	x	x	0	x	-	na		0	na		0
Speech Therapy Sessions	x	x	na	x	123	na		177	na		175
Occupational Therapy Sessions:	x	x	na	x		na			na	120	x
Integrated classroom groups	x	x	na	x				0	na		0
Reassessments completed:	3	x	0	0		5	6	0	2		2
Students who had new goals and objectives written:	0		2	0	5	5	6	2	10	1	5
Transfer In Students:	0	0	0	1	1	0	0	0	1	0	0
Transfer Out Students:	0	0	0	2	0	0	0	0	0	0	0
Counseling Sessions	0	6	na	5			15	x			x
IEP Amendment			0	0	0			0			0
Observations/recommendations per IR&S or Teacher concern	1	x	0	7	2	16	5	0	8		2
Consultation for other students	4		0		5	3	20	0	8	2	5
Social Skills	0		na	6				x			x