

GLASSBORO SCHOOL DISTRICT

Monthly Board Items

Date Submitted: 1/20/22

Proposed Effective Date: spring 2022

Short description (title): IEP writing prep compensation

Submitted by:
Catherine Torbik

Building:
district

**Proposed
cost/amount:**
Not to exceed
\$5,499

ESY:

Funded through:
District Funds

Grade(s) impacted if any:

Board Action Requested:

Consideration to approve 3 hours compensation at contracted rate for special education teachers to complete IEP development.

47 teachers x 3 hours x \$39 = \$5,499

Details and ramifications:

In the past, teachers have been provided with a prep day through sub coverage to prepare IEPs. With the sub shortage, this will not be able to occur. In addition, many teachers have lost their prep in order cover other staffing shortages. Teachers will be asked to complete IEP writing outside of the school day in preparation for the annual meeting. This request will provide compensation for the time spent outside of the contracted day.

Positives:

Providing time for IEP preparation allows teachers to prepare a professional document that includes the NJAC requirements and documentation.

Concerns:

Other Comments:

The teacher components of a well written IEP take approximately 20 - 40 minutes per student. Elementary teachers will have to write for all content areas for between 3 – 12 students. Secondary will have to write for 1 -2 content area for between 12 – 30 students.

FOR OFFICE USE ONLY:

Board Date: _____

Approved: Y or N

Index #: _____