

LaSalle/Putnam County Educational Alliance for Special Education

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SERVICES, DUTIES & RESPONSIBILITIES OF THE L.E.A.S.E. OFFICE

FINANCIAL

We provide seed money (L.E.A.S.E. Incentive Funds) to local school districts to develop new special education programs that meet a Cooperative-wide need;

We provide funding to local districts (L.E.A.S.E. Block Grant) for local substitute teachers allowing required attendees to attend I.E.P. meetings during the school day;

We provide funding to local districts (L.E.A.S.E. Block Grant) for local district professional development activities;

We provide funding to local districts (L.E.A.S.E. Block Grant) to allow for collaborative meeting time for general and special education staff to work together and plan to better serve students;

We provide funding to local districts (L.E.A.S.E. Block Grant) to assist with the costs of special diagnostic evaluations needed for specific students;

We provide funding to local districts (L.E.A.S.E. Flexible Funding) for each district to use as they determine best in meeting the highest priority special education needs of that individual district;

We assist districts in understanding and completing the various financial special education pupil and personnel reimbursement claim forms at the end of the year, many times greatly increasing local district reimbursement dollars received;

We prepare all federal grants having to do with I.D.E.A. and Preschool and Part B funding available from the federal government through the State;

We provide funding for one-time emergency medical or dental services for students with disabilities from families who can't afford to pay for these services;

TECHNICAL ASSISTANCE

We recommend best practice service delivery models for all types of special education programming;

We work with local districts to encourage services to students with disabilities in the least restrictive environment and provide technical assistance to local districts when inclusion programming is the least restrictive placement option for students;

We provide consultation, technical assistance and, in some cases, evaluation of the services provided by local district school psychologists and by local district school social workers;

We inservice local district staff on new and existing State requirements and procedures and provide an ongoing extensive inservice/technical assistance program for all staff, parents and others providing services to students with disabilities;

We provide technical assistance and workshops for parents in collaborating with their local school district to maximize educational benefits for their students;

We provide information on special education legal and legislative issues for local school districts;

We assist districts in attaining competitive special education grant monies from various sources - (the I.S.B.E. Starnet, Infinitec, Horizon House, etc.);

We assist in locating necessary private placements and in the coordination of services and contracts for local district students in need of private placements and complete state form 34-37 Application for Room and Board for residential reimbursement for districts who fund a residential placement;

We train local district staff to handle most I.E.P. placement and review staffings and can assist with the most difficult of these;

We are available to assist with transitions of zero through three students into three through five special education preschool programs;

We provide staff and/or program evaluation, continuing support, technical assistance and special education inservice training for all local special education programs and staff;

We coordinate services and provide teacher assistance and consultation for low incidence programs (i.e. physically impaired, visually impaired, hearing impaired, autistic, etc.);

We provide technical assistance to programs to improve the transition of students with disabilities from secondary education to life after high school;

We are a liaison between local districts and the I.S.B.E. regarding due process complaints and other issues;

We work with the Child and Adolescent Local Area Network (L.A.N.) to avoid costly private residential placements and, whenever possible, encourage the development of appropriate Wrap Around plans and programming for students in the community.

We advocate for legislation to improve the abilities of school districts to provide quality services to all students with disabilities;

We coordinate and disseminate necessary information and activities by serving as a representative on the Local Interagency Coordinating Council (LICC) for both LaSalle and Putnam Counties regarding 0-3 services.

We provide representation to the regional STARNET Community Focus Group for services to children birth to eight.

We assist with staffings and transition for students considered for or placed at State schools such as the Illinois School for the Deaf. Or Illinois School for the Visually Impaired.

We provide support to our public school districts in completing “Timely and Meaningful Consultations” and with other requirements related to serving “Parentally Placed Private School Students with Disabilities”.

We communicate and collaborate with other local service and support agencies (IVCIL, IVCC, Easter Seal, Family Matters) to provide support for families and local school staff members.

EVALUATION OF STAFF/PROGRAMS

We provide consultation, technical assistance and, in some cases, evaluation of the services provided by local district school psychologists and by local district school social workers;

We provide staff and/or program evaluation, continuing support, technical assistance and special education inservice training for all local special education programs and staff;

DIRECT SERVICES

We provide audiological testing services for local districts at no individual charge;

We provide, via the L.E.A.S.E. Policy Manual, all State approved and required operational policies and procedures necessary for the legal operation of and uniformity of special education programs throughout the Cooperative where this is desirable. This provides the legal basis for districts to be in compliance with State and federal requirements;

We provide information to the public regarding special education programs available throughout our Counties as required by law;

We apply for grant projects when possible in order to benefit Cooperative/local district programs;

We operate the Circuit Breaker School public day school program for students identified with emotional disabilities who are not able to be successful in a self-contained program in the local public school setting;

We assist in locating necessary private placements and in the coordination of services and contracts for local district students in need of private placements and complete state form 34-37 Application for Room and Board for residential reimbursement for districts who fund a residential placement;

We assist local districts in recruiting needed special education staff to fill local vacancies;

We do all the required preschool screening / child-find activities for all local districts which entails screening over 2,000 three to five year old students annually;

We provide speech and language service provision on a temporary basis for local districts or groups of districts (umbrellas) unable to procure these services;

We provide all I.E.P. forms as well as all State-required notice and consent forms for all of our local districts. We now also provide all local districts with a computerized web-based I.E.P. software program for Cooperative-wide use;

We provide assistance with filing local district program deviations with the I.S.B.E. when necessary;

We provide, through membership in the Infinitec Southwest Coalition, access to assistive technology student evaluations, staff technical assistance and assistive technology equipment rental and purchase options.

For students who require FM/auditory trainer equipment, we provide technical support and oversee the service requirements, contracts and warranties, ongoing repairs, adjustments as well as summer maintenance.

DATA MANAGEMENT

We prepare your special education personnel claim forms and assist with the temporary approval of unqualified staff when this is necessary;

We prepare, coordinate and submit the I.D.E.A. and State child count forms;

We coordinate the Medicaid reimbursement program and contract for the provision of claims processing to attain all Medicaid revenues for our member districts through both the Fee-for-Service and the Administrative Outreach Medicaid funding programs;

We coordinate and collate the annually required special education needs assessment for all local districts;

- *Funding for these services is provided through the I.D.E.A. Part B, the I.D.E.A. Preschool, and I.D.E.A. Discretionary Grants via the Illinois State Board of Education. Other funds come from our local member school districts, the State of Illinois and other federal sources including Medicaid funds via the Illinois Department of Public Aid.*