



BUREAU OF EXCEPTIONAL STUDENT EDUCATION

JULY 9, 2021

Weekly Memo

Action Items

Rule 6A-1.0943, Florida Administrative Code (F.A.C.), Statewide Standardized Assessments for Students with Disabilities

On June 10, 2021, the State Board of Education approved revisions made to Rule 6A-1.0943, F.A.C., Statewide Standardized Assessments for Students with Disabilities. Changes to this rule are effective **July 14, 2021**, as indicated in the Chancellor's Memo (DPS: 2021-78), which was sent to all school district superintendents on June 11, 2021. These adjustments must be communicated to applicable personnel immediately. To view the Chancellor's Memo, go to <https://info.fldoe.org/docushare/dsweb/Get/Document-9176/dps-2021-78.pdf>. To view the rule, go to <https://www.flrules.org/gateway/ruleNo.asp?id=6A-1.0943>. For questions, contact Chelsea Strickland at Chelsea.Strickland@fldoe.org.

Informational Items

Position Available in the Statewide Florida Diagnostic & Learning Resources System (FLDRS)

FLDRS, a discretionary project of the Bureau of Exceptional Student Education (BESE) is seeking an exceptional student education (ESE) special projects administrator. This position is located at the North East Florida Educational Consortium. The application deadline will remain open until the position is filled. To view the position announcement and job description and to apply, see the attached documents and go to <https://www.putnamschools.org/page/job-vacancies>.

- Filename: Vacancy Notice for Administrator ESE Special Projects
- Filename: Administrator ESE Special Projects

District Contact Updates

The bureau will no longer use the Single Sign-On platform to include multiple district-maintained contact lists. The new contacts web page provides contact information for one director per district. If this information needs to be updated, the district should submit a request to BESESupport@fldoe.org. Please also let your bureau liaison know of any changes. To view the new contacts web page, go to <https://www.fldoe.org/academics/exceptional-student-edu/staff/ese-directors.stml>.

House Bill 3 – Home Book Delivery for Elementary Students (New Worlds Reading Initiative)

The Florida Department of Education (FDOE) has issued the following memorandum regarding House Bill 3 – Home Book Delivery for Elementary Students (New Worlds Reading Initiative).

To view the memorandum, go to <https://info.fldoe.org/docushare/dsweb/Get/Document-9197/dps-2021-87.pdf>.

Learning Ally New School Year Reset

Start your new school year by updating both Learning Ally teacher and student users. Learning Ally automatically rolls up student grade levels, but students need to be confirmed for their existing school or moved to their new school, e.g., an elementary student moving to middle school. Two resources are available regarding what to expect for the new school year and the new school year reset. To view “What to Expect for the New School Year,” go to <https://learningally.org/Portals/6/Docs/TeacherResources/What-To-Expect-NSY-Educators.pdf>. To view “Successfully Navigating Learning Ally’s New School Year Reset,” go to https://learningally.org/Portals/6/Docs/TeacherResources/Navigate_Learning_Ally_New_School_Year_Reset_for_Site.pdf. For questions, contact Kelly Bovard at kbovard@learningally.org.

Florida Positive Behavior Interventions and Support (FLPBIS) Project Updates

In preparing for the new school year, planning to support mental wellness and creating a positive school climate is essential for both students and adults. The FLPBIS Project highlights some new and existing resources to help schools in starting the year off strong. Some of these resources include ways to provide positive feedback on behavior and how classroom practices can be used to support students impacted by trauma. To view these resources, see the attached document. For additional information, go to <http://flpbis.cbcs.usf.edu/>.

- Filename: FLPBIS Updates July 2021

Victoria Gaitanis
Bureau Chief

APPLICATION OF POSITION VACANCY

Putnam County Public Schools

200 Reid Street Palatka, Florida 32177

APPLICATION DEADLINE: Until Filled

POSITION TITLE: Administrator, ESE Special Projects

JOB LOCATION: NEFEC (This position is with the statewide FDLRS Administration/HRD Project located at the North East Florida Educational Consortium.)

DATE OF VACANCY: Immediately

JOB DESCRIPTION: See Attached

MINIMUM QUALIFICATIONS: Master's Degree from an accredited college or university; Valid Florida teaching certificate in Exceptional Student Education; Minimum of five (5) years experience in ESE Administration; Minimum of five (5) years teaching experience in ESE; Valid Florida Driver's License; Satisfactory criminal background check and drug screening.

Pay Grade 3 – salary range \$70,000 - \$109,060

*****ONLY SELECTED APPLICANTS WILL BE INTERVIEWED**
INTERVIEW TO BE SCHEDULED WITH THE DEPARTMENT HEAD:***

Marsha Hill

VETERANS PREFERENCE AVAILABLE UPON REQUEST

HOW TO APPLY: Complete a Putnam County District School Board online application.

NOTE TO APPLICANT: Applications will not be accepted after the application deadline.

AFFIRMATIVE ACTION – EMPLOYMENT: Discrimination on the basis of religion, race, national origin, color, handicap, sex, age, marital status, or parental status is prohibited in the recruitment, hiring, assigning, promotion, paying, demoting, or dismissal of employees of the District school Board of Putnam County.

DISTRIBUTION: Alachua, Baker, Bradford, Citrus, Clay, Columbia, Dixie, Duval, Flagler, Gilchrist, Hamilton, Lafayette, Levy, Madison, Marion, Nassau, Putnam, St. Johns, Suwannee, Union, P.K. Yonge School, FSDB 06/10/21

FOR CURRENT POSITIONS VISIT

<https://www.putnamschools.org/page/job-vacancies>

EQUAL OPPORTUNITY EMPLOYER

NORTH EAST FLORIDA EDUCATIONAL CONSORTIUM

ADMINISTRATOR, ESE SPECIAL PROJECTS

JOB DESCRIPTION

QUALIFICATIONS:

- * (1) Master's Degree from an accredited college or university.
- * (2) Valid Florida teaching certificate in Exceptional Student Education.
- * (3) Minimum of five (5) years experience in ESE Administration.
- * (4) Minimum of five (5) years teaching experience in ESE.
- * (5) Valid Florida Driver's License.
- * (6) Satisfactory criminal background check and drug screening.

KNOWLEDGE, SKILLS AND ABILITIES:

Ability to work cooperatively with individuals and groups. Ability to develop concepts and ideas and relate them in both written and oral form. Ability to initiate and maintain rapport with state department officials, statewide networks, community agencies and universities. Ability to organize and conduct meetings and workshops, to communicate, plan and disseminate precise information and interpretation of technical issues related to exceptional student education. Knowledge of current trends and research in all areas of exceptional student education, issues related to exceptional education curriculum, instructional techniques, regulations, statutes, policies, special programs and procedures affecting individuals with disabilities. Knowledge of federal state and local exemplary practices in exceptional student education. Familiarity with statewide implementation of programs related to exceptional student education, databases and national, state and local resources.

REPORTS TO:

Director of Instructional Services

JOB GOAL

To supervise and facilitate the implementation of special projects related to exceptional student education at the state, regional and local levels.

SUPERVISES:

Project Staff
Administrative Assistant

PERFORMANCE RESPONSIBILITIES:

Service Delivery

- * (1) Provide overall coordination of established project activities, including grant development and management of 19 FDLRS Associate Centers' activities, statewide professional development initiatives and online learning programs.
- * (2) Coordinate programs and services with Advisory Boards and established councils to meet identified project goals.
- * (3) Develop, conduct and/or facilitate staff development activities related to exceptional student education programs, services and project goals throughout the state and for Florida DOE.

ADMINISTRATOR, ESE SPECIAL PROJECTS (Continued)

- * (4) Provide technical assistance in leadership, programming and related to ESE activities and services.
- * (5) Direct and coordinate planning to involve Florida DOE, staff, agencies, districts, university and other agency personnel.
- * (6) Plan, initiate, conduct and evaluate project activities related to exceptional student education for FDLRS Administration Project, additional statewide professional development initiatives, and locally delivered activities provided by the FDLRS Associate Centers.
- * (7) Facilitate the delivery of project related services and activities throughout Florida.
- * (8) Establish and manage all financial and budgetary matters.
- * (9) Assist state and district personnel in identifying efforts in recruitment and retention of exceptional student education teachers.
- * (10) Facilitate conversion of project staff development activities to online delivery.

Inter/Intra-Agency Communication and Delivery

- * (11) Review and coordinate activities with other state and exceptional student education initiatives.
- * (12) Work effectively through collaboration and coordination with Advisory Committees, oversight committees, Florida DOE personnel and state, regional and local contacts.
- * (13) Represent exceptional student education interests on various advisory Committees.
- * (14) Establish and maintain lines of communication with appropriate Florida DOE personnel, district and community personnel relative to the established project goals and activities to ensure information exchange, coordination and support.
- * (15) Use effective communication strategies to interact with a variety of audiences.
- * (16) Supervise and coordinate all aspects of designated special projects.

Professional Growth and Improvement

- * (17) Facilitate, present, plan and attend state and national conferences and meetings relevant to exceptional student education.
- * (18) Coordinate and collaborate with Florida DOE, statewide networks and University personnel to assist in professional development preparation in the area of exceptional student education.
- * (19) Facilitate the development, implementation and evaluation of staff development activities.
- * (20) Keep well-informed about trends and best practices in ESE.
- * (21) Maintain a network of peer contacts in related fields.
- * (22) Promote and support the professional growth of self and others.
- * (23) Attend training sessions, conferences and workshops related to project goals and to remain current in exceptional student education programs and services.
- * (24) Develop annual goals related to project implementation.

Systemic Functions

- * (25) Complete all required reports in a timely manner.
- * (26) Maintain and monitor all required records and files related to project activities, including grant development and management and management of 19 FDLRS Associate Centers' activities, statewide professional development initiatives and online learning programs.
- * (27) Plan, implement and analyze the development of project activities through the collaboration with targeted state, regional and local personnel.
- * (28) Develop products related to project goals and activities.
- * (29) Assist in maintaining appropriate coordination and communication among all agencies that work collaboratively providing services related to project goals.

ADMINISTRATOR, ESE SPECIAL PROJECTS (Continued)

- *(30) Supervise assigned personnel, conduct annual performance appraisals, and make recommendations for appropriate employment action.
- *(31) Adequately plan all program and organizational functions within reasonable timeframes.
- *(32) Promote a culture of service by exhibiting proactive interaction, assistance and support to district staff.

Leadership and Strategic Orientation

- *(33) Assist in the development of activities designed to achieve priority goals identified in the FDLRS Administration Project and 19 FDLRS Associate Centers, the Professional Development Alternatives Statewide online learning initiative, online review modules, and other targeted Florida DOE activities.
- *(34) Use appropriate strategies and problem-solving tools to make decisions concerning planning, utilization of funds, delivering of services and evaluation of activities.
- *(35) Provide leadership, direction and coordination of initiatives which support the specified project goals and objectives and the FDLRS Administration Project and 19 FDLRS Associate Centers, the Professional Development Alternatives Statewide online learning initiative, online review modules, and other targeted Bureau of Education for Exceptional Students activities.
- *(36) Coordinate oversight committee and support teams to ensure the achievement of project goals.
- *(37) Use appropriate interpersonal styles and methods to guide individuals and groups toward task accomplishment.
- *(38) Assist in the development of NEFEC's goals and Areas of Focus.
- *(39) Demonstrate initiative in the performance of assigned responsibilities.
- *(40) Provide oversight and direction for cooperative planning with other agencies.
- *(41) Perform other tasks consistent with the goals and objectives of this position.

Worksite Service Standards

- *(42) Exhibit a positive and flexible attitude.
- *(43) Foster and develop a professional image.
- *(44) Demonstrate effective communication and collaboration with external stakeholders as well as co-workers.
- *(45) Exhibit compassion and humility.
- *(46) Promote a passion for learning and growing.
- *(47) Demonstrate initiative.
- *(48) Exhibit the ability to multitask and problem solve.
- *(49) Translate organizational purpose into observable behavior.

Assessment and Other Services

- *(50) The use of the adopted performance appraisal system to improve practice.
- *(51) The accurate and timely filing of all applicable reports.
The completion of professional development activities as appropriate.

*Essential Performance Responsibilities

PHYSICAL REQUIREMENTS:

Light Work: Exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force as frequently as needed to move objects. (Must be able to do extensive driving.)

Job Description Supplement 03

ADMINISTRATOR, ESE SPECIAL PROJECTS (Continued)**TERMS OF EMPLOYMENT:**

Twelve months. Eight hours per day.
Compensation based on Pay Grade 3.

EVALUATION:

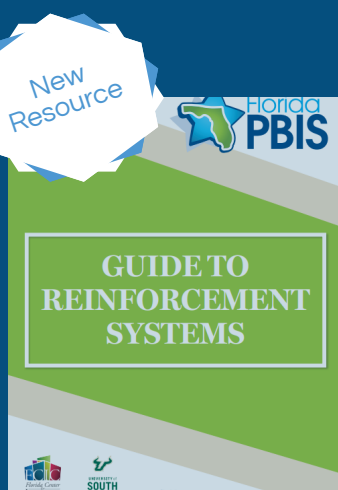
Performance of this job will be evaluated in accordance with provisions of the NEFEC policy on evaluation of personnel.

Resources to Support Mental Wellness and a Positive School Climate

Greetings from the Florida PBIS Project! As we turn the corner toward a new school year, we know that many of you may be looking for resources to support mental wellness and create a positive school climate. In this month's newsletter, we highlight some new and existing resources to help your school get off to a strong start. Looking for ways to provide positive feedback to students on their behavior? Our new [Guide to Reinforcement Systems](#) breaks down the critical components to effectively use a variety of reinforcement strategies. Another new resource demonstrates how the five essential PBIS classroom practices can be used to [support students impacted by trauma](#).

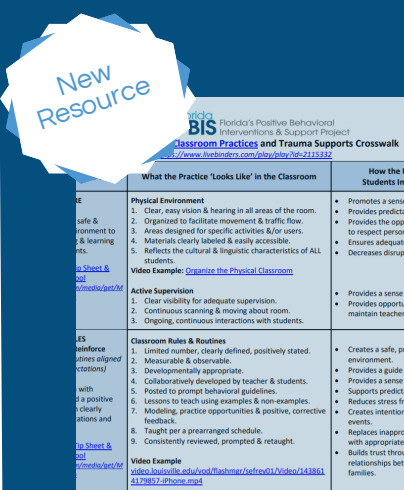
District Coordinators: The Model Schools application is open now through September 1, 2021. Please don't forget to go into the [online application](#) to recommend the eligible schools in your district so that they can complete their applications. Please reach out to your PBIS Technical Assistance Provider for more information about any of the material shared!

Guide to Reinforcement Systems



Our new reinforcement guide explores the pros and cons associated with a variety of reinforcement systems.

Supporting Students Impacted by Trauma



Discover how using the five essential PBIS classroom practices can help support students impacted by trauma.

FLPBIS Recorded Chats and Skill Modules

Below are some links to other FLPBIS skill modules and chats for supporting mental wellness and positive school climate:

Skill Module

[Integrating and Aligning SEL into your PBIS Framework](#)

Skill Module

[Integrating Trauma Informed Practices into your PBIS Framework](#)

TA Chat

[Aligning School Based Mental Health with the PBIS Framework](#)

Resources from the National Center on PBIS

Below are some links to resources from the National Center on PBIS for supporting mental wellness and positive school climate:

Practice Guide

[Returning to School During and After Crisis: A Guide to Supporting States, Districts, Schools, Educators, and Students through a Multi-Tiered Systems of Support Framework](#)

Video

[Using PBIS to Build a Culture of Wellness for All](#)



CENTER ON **PBIS** Positive Behavioral Interventions & Supports



UNIVERSITY OF
SOUTH FLORIDA



Florida's Positive Behavioral
Interventions & Support Project



Connect with FLPBIS

flpbis.org

