

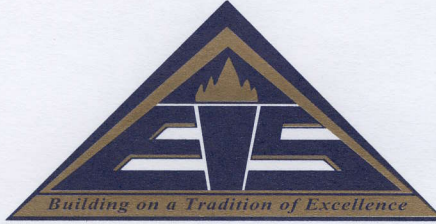
# ELIZABETHTOWN INDEPENDENT SCHOOLS

## Superintendent

Mr. Gary French

## Board of Education

Mr. Paul Godfrey  
Mrs. Teresa Harris  
Mr. Tony Kuklinski  
Mr. Guy Wallace  
Mr. Matt Wyatt



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## MEMORANDUM

To: Mr. Gary French 

From: Kristin Froedge, Director of Special Programs

Re: Request for an Additional Special Education Teacher Position

Date: May 2, 2013

With the recent changes in our district's special education population, caseload requirements and other district changes, it is my recommendation that we hire an additional special education teacher to service Valley View and Glen Dale Center.

At this time there is no one assigned to serve our special education students at EAC, which I have been covering myself this semester. CTRP has also expanded their program to cover a few special education middle school students with more severe behavioral/mental health needs that would benefit from having additional support in the classroom.

Currently we have a teacher from the high school that services GDC for 1 ½ hours a day. With nine students with disabilities at GDC, this arrangement is far from adequate. The high school has also lost funding for their Community Based Work Transition Program and an IA. Relieving them of servicing GDC for 1 ½ hours a day will allow them to provide appropriate transition services for our students with moderate to severe needs within their building.

It is my recommendation that this position be assigned to serve both locations, and hours at each location be flexible, based upon the transient caseloads. This teacher would be housed at Valley View and would be under the supervision and evaluation of the Director of Special Programs. With the approval of this additional position, the district would no longer need the Instructional Assistant position that is currently vacant.