

Special Services Staff and Areas of Support- 2018-2019

Director of Special Services, Dr. Teri Pettyjohn (243 days)

Supervises the special services department and assigned staff; supervises allotments, funding, staff, and programming related to SWDs; supports the district in all compliance and legal matters related to the IDEA and SWDs; professional learning and instruction

Dr. Jennifer Zills (243 days)

Supervises compliance review process, data entry, FTE, segment counts, web page, curriculum and instruction for SWDs, specialist support, transition (HSHT, ASPIRE, VR); professional learning .

Tiera Bowen (243 days)

Supports low incidence programs (MID, MOID, SID/PID), OTs, PTs, APE teachers, SPED pre-k specialist, GAA, ID Class lists, specialist support, transition, transportation; ESY.

Mike Hopkins (243 days)

Supports programs and specialists for CCETs and ASD; coordinates all consultants; Catalyst data collection for ASD programs; behavior; transition (job training); professional learning; ESY

Special Services Specialists (195 days)

Support administrators, teachers, and staff regarding the implementation, scheduling, staffing, discipline, compliance, eligibility, and services of SWDs; professional learning; advocate and support to parents of students with disabilities

Laura Austin MES & EMS	Terina Cooley BPE & CMS	Lauren Dukes BWE & GBM
Beth Dulohery EES & CCETS	Tamecha Griffin GTE & GTH	Jessica Keener PES & SIMS
Erin Kelts RRE	Kate Long RES	Kim Martin GBE & GBH
Micah Mulford BRE & RMS	Dr. Desherica Partlow ECE & LHS	Tanya Renew LES
Florina Rogers STC & LMS	Maxine Taylor SCE & EHS	Kim Wilkinson CRE
Catharine Willard NHE & HHS	Troy Willard NCE & HMS	Lynn Williams WES & GTM

Preschool Team

Specialist (195 days): Elisa Holley, SPED Preschool; Preschool Class lists

Preschool Case Manager (190 days): Barbara Wilson

Preschool Evaluator/SLP (190 days): Angie Carr

Preschool Community-based SLP (190 days): Colleen Walsh

Preschool Community-based SPED Teacher (190 days): Andria Lui

Itinerant Teachers, SLP, Parent Mentor, and SPED Nurse

Teachers of the Visual Impaired (TVIs) 190 days; Jessica Kaminski, Sara Beth Mullis, and Leslie McNeil, serve students with vision impairments itinerantly as assigned

Lead Teacher of the Deaf (TOD) 190 days; Cindy Dunn-Kearly, serves students with hearing loss itinerantly as assigned, acts as lead teacher for TVIs and TODs

Teacher of Students on Permanent Hospital/Homebound: (190 days) Doug Finch, serves students with significant medical needs which prevent them from attending school, includes preschool

Speech Language Pathologist (190 days) Vacant Position, provides speech and language therapy for identified students; serves on the preschool evaluation team and assistive technology team and supports students

Parent Mentor, LaToya Roper, 180 days, serves as the district liaison to provide support, services, and training for the parents of students with disabilities.

SPED Nurse, Angela McCuistian, 185 days, part time, provides support for the teachers, families, and students with disabilities who have medical needs. Collaborates with area medical staff and doctors' offices related to paperwork, physicals, immunizations, vision/hearing screening of preschool students, and other duties

Administrative Support:

Director's Secretary, Denise Daniel (243 days)

Support of all personnel in the department and the following activities: Budget, audits, department banking; allotments, staff rosters, professional leave, absence report, orders supplies and equipment, makes arrangements for conferences, travel, timesheets, fixed assets, inventory, contracts, EMMA, waivers, CPI report; parent phone calls, and assists the director in several areas related to organization, mediation preparation, and parent and school support

Records and Transportation Secretary, Keri Pinckney (243 days)

Maintains a running electronic log of all SWDs on special transportation; processes all requests and concerns regarding special transportation; parent phone calls, processes all paperwork related to SWDs from the RTI referral packet through eligibilities, IEPs, and amendments; requests and verifies all records from previous schools; scans all documentation

Data Entry and Compliance Secretary, Lacrecha Scott (243 days)

Maintains a compiled class list of all SWDs by IEP dates, eligibility, case manager, and school. Maintains homebound log; collaborates with sped nurse; completes all data entry for state reporting for FTE funding, service types and hours; Maintains and distributes the testing and transfer log weekly; reviews teacher data sheets for accuracy and processes all information assigned

Special Services Secretary, Ashley Tucker (200 days)

Supports SPED PREK program by preparing folders and packets; sending out notices and teacher folders and files; enters new student data into IC; calls parents; requests eye reports and supports vision teachers through ordering and returning materials for students with VI; processes OT and PT referrals, social security, and VR paperwork; organizes buses for CBIs, Special Olympics, and field trips; supports CAMP ALLSTARS paperwork processing