

***WEST CENTRAL EDUCATION DISTRICT
B-2
INFORMATIONAL GUIDE***

***SERVING THE SCHOOL DISTRICT'S OF:
ALBANY, MELROSE, PAYNESVILLE, AND
SAUK CENTRE***

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WELCOME TO OUR PROGRAM



Welcome to the West Central Education District's Birth through Two Special Education Program. This is probably a time in your life that is scary, especially with not knowing what the future holds for you and your child. We want to make this time easy and informative for you and your family by providing you with this booklet. We hope this booklet will give you a better understanding of our programs and the services that you and your family may receive. Not every child will need the services we offer. Remember, that if you or any member of your family has a question, please don't hesitate to ask.

PARENT INVOLVEMENT

As a parent, you are the person that knows your child the best and the person that is most important in your child's life. That is why we, as parents and professionals, need to unite as a team when working with your child. It is much easier this way to help your child reach his/her goals and objectives. As professionals, we love to have moms and dads join us and interact with us during our home visits. This allows you, as a parent, to be an active part of what your child is doing and also allows you to work on these activities throughout the week. We also encourage parents to write things down that they see their child doing throughout the week.

This helps the team in determining how your child is progressing.

When working with young children, parent involvement is extremely important. Parents are their child's first and most important teachers in life!



It is important that a parent or an adult family member be present during the home visit. If this is not possible the visit needs to be canceled.

ABSENCES

If your child or anyone in your family is ill or you are not going to be home for a scheduled home visit, please contact your teacher at the West Central Education District (320) 352-6120 extension 10 to cancel your visit. If at all possible, please call at least one hour before your scheduled visit to ensure that your teacher receives the message. If your teacher is not available, please leave a message with our secretary. We do accept collect calls at (320) 352-6120 extension 10!

The following are helpful guidelines for illnesses:

- elevated temperature (above 98.6) within the last 24 hours
- vomiting within the last 24 hours
- diarrhea within the last 24 hours
- strep throat: needs to be on antibiotics for 24 hours before home visits can resume



Also, home visits should be canceled if there are any contagious conditions such as pink eye or skin rashes. If any of your children have head lice, scabies, impetigo, measles or chicken pox, please let your teacher know so a decision about your home visit can be made.

If your child has been up most of the night or has not had sufficient sleep, then most likely you should have your visit canceled. Children do better when they have had a good nights' sleep or a nap.

We all need to work together to control diseases and to create healthy environments for all of our Early Childhood Special Education Birth to Three families. If your teacher is ill you will be notified by the West Central Education District.

WEATHER

We will follow the Sauk Centre Public School's closing policy for bad weather. If the Sauk Centre Public School closes, our home visits will be canceled. Due to the amount of miles traveled to some of our home visits, the teachers will use their judgments in deciding whether or not to come out for the home visit if school is not canceled. If the roads to your home have not been plowed, please call and let your teacher know that they may not make it to your home.



MANDATORY REPORTING LAW

Minnesota state law requires that all school employees report suspected child abuse and/or neglect to county social services or the sheriff's department. If this should happen, it is our hope to continue working with your family by helping to connect you to programs and agencies that will support your family through this difficult time.



CALENDAR



The West Central Education District's (WCED) Early Childhood Special Education Birth through Two Program is a year round program. You will receive a calendar from your child's teacher approximately one week before the beginning of each month. This calendar will show you which days your child will have home visits and which days they will not. Also attached to the calendar will be a coloring sheet for your child to enjoy.

SAFETY OF STAFF

It is of utmost importance that West Central Education District has the right to find and request an alternate placement/site for delivery of service.



SERVICES



There are several services that may be available to you and your child when he/she begins the Early Childhood Special Education Program. These services are provided within your home unless other arrangements have been made.

Early Childhood Special Education Teacher

The West Central Education District's Early Childhood Special Education (ECSE) program is designed for children birth through two years of age who have special needs (a delay in development, syndromes, or other medical issues). Home visits consist of working with your child on his/her needs as well as giving parents weekly ideas, handouts and activities on how to better help your child.

Educational Speech Clinician

An Educational Speech Clinician is a person who works with your child on speech/language skills. A child may receive these services if he/she has a significant delay in the development of their communication (such as not talking, using gestures and grunts instead of words).

Occupational Therapist

An Occupational Therapist (OTR) works with children who have difficulties in their functional motor skills (movement). These skills include fine motor (small muscle movement such as grasping, writing, and other hand movements) and sensory development (hands on activities such as finger painting and feeling different textures).

Physical Therapist

A Physical Therapist (PT) works with children who have difficulties in their functional motor skills (movement). These skills include gross motor movement. Gross motor is the use of large movements such as crawling, walking and jumping.

Teacher of the Deaf/Hard of Hearing

A Teacher of the Deaf/Hard of Hearing is a person who works with children who are hard of hearing or deaf. A D/HH Teacher works directly with you and your child to enhance development of hearing and communication.

County Public Health

A Public Health Nurse may assist you and your child if he/she has medical needs or frequent illnesses. The Public Health Nurse works with the family in providing resources and information on nutrition, growth, parenting skills, as well as other information that may arise depending on your child's and/or family needs.

County Social Services

A Social Worker may be recommended to you and your family if there is a need for additional support. These services may assist in making positive changes in the family.

**** This is only a partial list of services that may be offered to your child and family. If other services are needed or wanted, further information will be given.**

WHAT IS AN IFSP?

An Individual Family Service Plan is a plan used for children with disabilities ages birth to three. The main purpose is to identify and organize both formal and informal supports to facilitate the development of a plan that addresses the concerns of the child and family. This plan is a family-centered process that can include the services of community, interagency and school systems.



The IFSP (the written product) is probably the least important part of the process. What is important are the interactions, sharing and partnerships between your family and the staff that will be working together with you.

FUTURE PLANNING

If your child continues to have needs at age three, we as a team will meet to determine what services would be most beneficial at that time. All of the Elementary Schools



within the WCED (Albany, Melrose, Paynesville and Sauk Centre) have a center based Early Childhood Special Education (ECSE) Program, which may be the recommendation of the team.

Remember, all decisions are made by you, the parent.

WEST CENTRAL EDUCATION DISTRICT STAFF

Director:	Doug Millaway
SPED Coordinator:	Maura O'Connor
ECSE Teachers:	Wendy Hagl Angela Arceneau Sarah Coltvet
Occupational Therapy:	Cindy Ostrander Sara Oldenkamp Katie Danielson
Speech Language Therapy:	Teri Roob Jeanne Schneider
Physical Therapy:	Theresa Bick Lisa Lahr
Audiologist:	Ruth Schaefer
Deaf / Hard of Hearing:	Tracy Tamillo Michele Thorsten
Visual Impairments and Physical And Other Health Impairments:	Glen Hoppe

HANDY PHONE NUMBERS

Early Childhood Special Education (3-6 years old)

Avon Elementary	320-356-7346
Melrose Elementary	320-256-3617
Paynesville Elementary	320-243-3725
Sauk Centre Elementary	320-352-6521

West Central Education District 320-352-2284 ext. 4127
 (Serving Albany, Melrose, Paynesville and Sauk Centre B-2 Children)

Stearns County Human Services

Melrose	320-256-3308
St Cloud	800-450-3663 or 320-656-6000

Todd County Public Health

Long Prairie	320-732-4454
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Todd County Social Services

Long Prairie	320-732-4500
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COMMONLY USED ABBREVIATIONS

AE:	Age Equivalent
D/HH:	Deaf and/or Hard of Hearing
ECFE:	Early Childhood Family Education
ECSE:	Early Childhood Special Education
EPSDT:	Early and Periodic Screening, Diagnosis and Treatment Program
IEP:	Individualized Education Plan
IEIC:	Interagency Early Intervention Committee
IFSP:	Individualized Family Service Plan
IIIP:	Individualized Interagency Intervention Plan
LRE:	Least Restrictive Environment
MA:	Medical Assistance
MCH:	Maternal Child Health
NICU:	Neonatal Intensive Care Unit
OTR:	Occupational Therapist, Registered
PCA:	Personal Care Attendant
PHN:	Public Health Nurse
POHI:	Physically and Other Health Impaired
RPT:	Registered Physical Therapist
SSI:	Social Security Income
SW:	Social Worker
WIC:	Women, Infants and Children



Again, Welcome!

We look forward to assisting you in any way we can!