

HATTIESBURG PUBLIC SCHOOL DISTRICT
IDEA PART B AND PRESCHOOL BUDGET NARRATIVE
Fiscal Year 2018 (2017-2018)

1. Salaries

1.1 Preschool Teachers:

- Preschool special education teachers will provide educational services to children with disabilities ages 3 – 5 in preschool settings.

1.2 Speech Language Pathologists:

- Speech Pathologists and speech therapists will provide language and speech therapy in early childhood centers (i.e., Head Start, daycares, preschools, elementary school preschool classrooms and special schools).

1.3 Special Education Teacher Assistants:

- Paraprofessionals provide one-on-one instruction, small group support and provide functional and adaptive support to children with IEPs under the direct supervision of a licensed teacher.

1.4 Case Managers:

- Case managers provide services to children with IEPs and their families as well as children suspected of having a disability.

1.5 Psychometrists:

- Psychometrists conduct comprehensive assessments and eligibility determinations as required by Individuals with Disabilities Education Act (IDEA) and MS State Board Policy 74.19.

1.6 Special Education Director: Oversees all aspects of IDEA policies and procedures with regards to children with disabilities ages 3-21.

1.7 Secretary:

- *Secretary performs bookkeeping duties, requests student special education records, maintains hardcopy files, maintains timesheets, enters student data in appropriate data sources and assists the sped director with all record keeping related to special education*

1.8 Behavior Specialist:

- Behavior Specialist conducts Functional Behavioral Assessments (FBA), develops Behavioral Intervention Plans (BIP), and trains school personnel on the effective implementation of BIPs.

1.9 Special Education Literacy Coordinator:

- Provides daily technical literacy assistance to special education teachers and other school personnel

2. **Substitute Pay:** Non requested
3. **Salary Supplements:** Non requested
4. **Stipends:** Non requested
5. **Employee Benefits:** All benefits will be prorated in accordance with salaries.
 - Social Security Contributions
 - Retirement will be paid at the rate of 15.75%.
 - Fixed Charges will be paid at the rate of 23.40%.
 - *Group Insurance will be paid at the rate of \$361 per month per person per HPSD Business Manager.*
 - Life Insurance will be paid at the rate of \$.12/1,000 per year.
 - Workman's Compensation will be paid at the rate of .0050 which is included in the fixed charges.
 - Unemployment compensation will be paid at the rate of \$.81.
6. **Contractual Services:**
 - The following professional specialists who are licensed personnel will be contracted: Audiologist, Occupational Therapist, Physical Therapist, Licensed Psychologist, and any other specialist deemed necessary as required to conduct evaluations and/to provide related services as specified on the IEP. A signed contract will be on file for each contractor and verification for EPLS (Excluded Parties List System) is also on file. All fees will be based on services rendered.
 - Travel expenses will be included
7. **Equipment:** Non requested
8. **Staff Travel:**
 - In-district travel will be paid for speech pathologists, homebound teacher, and other related services providers who will serve students at their homes or alternate locations as specified in their IEPs.
 - Travel expenses will be paid for special education staff to conduct assessments/evaluations throughout the district.
9. **Office Supplies:** Non requested
10. **Evaluation Supplies:** Includes shipping and freight charges. Evaluation supplies and materials will be purchased as needed to complete assessments of initial referrals and reevaluations. These supplies include, but are not limited to, IQ test, Achievement Test, Autism Rating Scales, Behavior Rating Scales, Inventories and Protocols.
11. **Instructional Supplies:** Non requested
12. **Indirect Cost:**
13. **Equipment Repair and Maintenance:** Non requested
14. **Private Placement:** Non requested
15. **Communication:** Expenses will be paid 100% IDEA Part B funds for Child Find advertisements placed in the local newspaper.

16. **Student Travel:** Non requested
17. **Cooperative Agreement:** Non requested
18. **Coordinated Early Intervening Services:** Non Requested
19. **Private School Participation:**
 - Language-speech services will be provided to 25 private school students by a Hattiesburg Public School District employee
20. **Parental Involvement:** Funds for communication, publication and meetings will be budgeted and expended as follows:
 - Brochures will be printed and distributed on Child Find procedures.
 - Parent focused meetings will be held quarterly to inform parents of transition activities, community resources, and current trends in special education.
21. **Professional Development Training:**
 - Expenses will be paid for conference registration fees, travel, and overnight hotel costs to cover out-of-district professional development for the special education director, case managers, psychometrists and special education teachers to attend state special education conferences and trainings such as MDE Regional Special Education trainings, Autism Conferences and Workshops, Speech and Hearing Association trainings, Transition Conferences and Individualized Education Program training conferences and workshops.
Workshops
22. **Other:** Non requested