



**A Portfolio of Support Services for
New Jersey
Charter Schools**

Provided by

The Educational Services Commission of New Jersey

Welcome



Charter Schools receive all the Child Study Team and related special education support services from the Educational Services Commission of New Jersey (ESCNJ) that are available to any public or nonpublic school.

For further information, please contact

Director of Nonpublic School Services Nancy Armbruster

narmbruster@escnj.k12.nj.us, or

(732) 777-9848 Ext. 3220

What's Inside



- Overview of Services P.3
 - Case Management P.4
 - Customized Support Services P.5
 - Special Education Review Service P.6
 - ESCNJ's Co-op Pricing System P.7
 - Charter Schools/ESC NJ Seminar P.8
 - Service Request Form P.9
 - Sample Proposal P.10
 - About the ESCNJ P.11
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-

Overview of Child Study Team and Related Services



Child Study Team and Related Services include:

- * Initial Examination and Student Classification
- * Case Management
- * Re-evaluations or Triennial Evaluations
- * Annual Reviews/Change of Placement IEP Development
- * Evaluations/Translations in English or Spanish
- * Review of Records
- * IEP Amendments
- * Classroom Observations
- * IEP Manifestation Determination Meetings
- * CST Consultation

Occupational Therapy/Physical Therapy/Speech and Evaluation Services:

The ESCNJ contracts with several state approved agencies to meet all requests for Occupational Therapy, Physical Therapy, Speech, and Evaluation services.

Case Management Services



Case Management for Charter Schools includes:

1. Full CST member participation to include NJDOE Certificated Learning Disability Teacher/Consultant, School Psychologist, and School Social Worker.
2. One team member designated as Case Manager whose duties include:
 - A. Review of records as requested.
 - B. Coordination of requested CST meetings with parents, team members, and appropriate charter school personnel, including formal parent notification.
 - C. Facilitation of all requested meetings to ensure they are productive, conducted within designated timeframe while allowing ample time for participants to share information, and obtain required signatures for necessary documents.
 - D. Ensure that parents and school receive copies of evaluation reports, letters and IEP documents.
 - E. Physical development of IEP within IEP Direct, with the guidance of the Charter School team representative. All eligibility and program decisions include direct input from Charter School team representatives.
3. ESCNJ maintenance of a student database to assist with compliance of Annual Review requirement, re-evaluation dates and email reminders.

Please note: Submission of Request for Service forms prior to Case Manager and team member assignments, and securing of student documents, remain the Charter Schools' responsibility.

Customized Support Services To Meet Your Needs



The ESCNJ customizes its Child Study Team and related special education support services for Charter Schools in many ways including:

- Complete Child Study Team services, including Case Management.
- Use of a School Psychologist and/or Learning Consultant.
- CST Consultation for a designated number of days per week.
- Consultation for Intervention & Referral Services, record management and program evaluations.
- Teacher support for IEP's , student progress reports, and document modification.
- Occupational, Physical, Speech and Language therapists, and Counseling Services as needed.

Special Education Review Service for Charter Schools



The ESCNJ's Special Education Review Service (SERS) is designed to help Charter Schools review their entire special education program, provide recommendations as needed, and assure compliance with all state and federal laws and regulations. The SERS consists of retired special education administrators and supervisors with significant expertise and years of experience in the field.

A comprehensive SEDRS Final Report, based on the services requested will be issued, detailing the SERS consultant's observations and recommendations. Sufficient time will be allotted to review and analyze the SERS Final Report, and assistance presenting the information to the Board of Education is available as needed.

To learn more about the SERS, please visit: www.escnj.k12.nj.us and click the Charter Schools heading listed below Education Services.

About ESCNJ's Co-op Pricing System



Over two-thirds of New Jersey's Charter Schools belong to ESCNJ's Co-op Pricing System, which includes over 1,100 school districts, colleges, universities, municipalities, county governments, housing authorities, libraries and fire districts. The goal of the Co-op Pricing System is to use the purchasing power of our members to identify cost savings for necessary purchases. There is no fee to join the Co-op, no obligation to make a purchase, and members automatically receive lifetime membership.

Purchases by Co-op members range from office furniture and flooring; to vehicles, playground and security equipment; office and custodial supplies; natural gas, electricity and document management. Co-op members also save time and money since the ESCNJ develops bid specifications in compliance with state law, and advertises products and services to attract as many responsible bidders as possible. Co-op members can also take advantage of ESCNJ's Technology Consulting and Tax Exempt Lease-Purchase Finance services.

A Vendor Expo is held annually so existing and prospective Co-op members can test products, examine equipment, compare prices, and earn free state approved Continuing Education Unit (CEU) credits.

The ESCNJ also belongs to the Association of Educational Purchasing Agencies, a national association that includes 26 states, bringing additional buying power to our Co-op members. Only one entity per state may be a member of the AEPA, and the ESCNJ is that entity.

The ESCNJ's approved **Co-op number is 65MCESCCPS**. Please click on our "Co-op Pricing" link on the ESCNJ website (www.escnj.k12.nj.us), for more information on becoming a member and start saving time and money.

Charter Schools/ESCNJ Seminar



A Charter Schools/ESCNJ Seminar, which included participation by state, county and local officials, took place in 2016 at the ESCNJ's Piscataway Campus.

To hear seminar highlights, please:

- Visit www.escnj.k12.nj.us
- Click Better Together – ESCNJ's Podcast Series about Shared Services, (below News from ESCNJ)
- Scroll down to Podcast #3: Charter Schools Seminar.



EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY

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WWW.ESCNJ.K12.NJ.US



SERVICE REQUEST FORM

SERVICES REQUESTED BY:

SCHOOL:

ADDRESS:

- INITIAL APPLICATION FOR SERVICE
- APPLICATION TO CONTINUE SERVICE
- NOT CURRENTLY CLASSIFIED

STUDENT INFORMATION:

NAME

ADDRESS:

HOME PHONE

CELL PHONE

E-MAIL

GRADE DOB RACE GENDER

CURRENT CLASSIFICATION CATEGORY _____

DATE OF CLASSIFICATION _____ **MOST RECENT REEVALUATION DATE** _____

For classified students, what special education programs and/or services does the student currently receive? _____

STUDENT SERVICES REQUESTED:

- INITIAL EVALUATION
- REEVALUATION
- ANNUAL REVIEW
- CHANGE OF PLACEMENT
- AMENDMENT TO IEP
- MANIFESTATION DETERMINATION

(Please include record of any suspensions during current school year.)

ESL SERVICES:

- ESL EVALUATIONS
- ESL SERVICES

SPEECH – LANGUAGE:

- New Speech Evaluation
- Speech - Language Services

ADDITIONAL COMMENTS:

- OCCUPATIONAL THERAPY**
- Evaluation or Service _____
- Individual or Group _____
- Times/Month Min/Session _____

- PHYSICAL THERAPY**
- Evaluation or Service _____
- Individual or Group _____
- Times/Month Min/Session _____

- COUNSELING**
- Individual or Group _____
- Times/Month Min/Session _____

Signature of Principal/Director Date

Rev.5/1/16

Sample Proposal for CST and Related Services



The Educational Services Commission of New Jersey will provide the following services to the Academy for Excellence Charter School for the FY— school year. In the event that services are not rendered to the extent projected, Academy for Excellence Charter School will be refunded any unused portion.

- | | | |
|----|---|-----------|
| 1. | <u>Annual Reviews</u> | |
| | 7 Students @ \$ Each | \$ |
| 2. | <u>Re-evaluations</u> | |
| | 5 Students @ \$ Each | \$ |
| 3. | <u>Initials</u> | |
| | 1 Student @ \$ Each | \$ |
| 4. | <u>Speech</u> | |
| | 1 Student @ \$ per 30 minute session/week | \$ |
| | TOTAL: | <u>\$</u> |
| 5. | <u>Retainer Fee</u> | |

Before services are rendered, a retainer fee of \$ is due upon acceptance of this proposal.

Acceptance of Proposal:

The Academy for Excellence Charter School

Educational Services Commission Of New Jersey

, Board Secretary

Patrick M. Moran, Board Secretary

Date

Date

, Board President

Dale G. Caldwell, Board President

Date

Date

For current rates, please contact Director of Nonpublic Services Nancy Armbruster, narmbruster@escnj.k12.nj.us, or 732-777-9848 Ext. 3220

About the Educational Services Commission of New Jersey



The Educational Services Commission of New Jersey offers specialized programs based on the principles of Applied Behavior Analysis for students with Autism, Multiple Disabilities and at-risk behavior for students ages 3-21. In addition to operating six schools (including two with onsite clinical support), the ESCNJ provides shared services statewide to special needs students, oversees a Professional Development Academy, manages the state's largest Co-op Pricing System with over 1,100 members, and coordinates statewide transportation services for nearly 14,000 students.

The ESCNJ is governed by a Board of Directors, which includes one representative from each Middlesex County school district, and five additional Directors representing Boards of Education outside of Middlesex County, all serving a minimum one (1) year term.

With nearly 40 years of experience, the ESCNJ enthusiastically supports Charter Schools in their mission to provide students outstanding education that is cost effective and in compliance with mandatory state and federal special education laws.