

**New Jersey State Department of Education
Hunterdon County Office of Education**

Request to Establish or Eliminate a Special Education Program or Service

Complete **both** sides of this form and send to the county office of education for review and approval

District: Franklin Township School: Franklin Township School Date: July 26, 2016

Check One: Establish a Program/Service Eliminate a Program/Service

Check Type of Program:

Preschool/Elementary Resource Program:

- Pull/out, support
 Pull/out, replacement
 In-class, support
 In-class, replacement
 Team Teaching Model

Secondary Resource Program 1:

- Pull/out, support
 Pull/out, replacement
 In-class, support
 In-class, replacement

Elementary Special Class Program:

- Auditory Impairments
 Autism
 Behavioral Disabilities
 Cognitive Impairments, mild
 Cognitive Impairments, moderate
 Cognitive Impairments, severe
 Learning/ Language Disabilities, mild/moderate
 Learning/ Language Disabilities, severe
 Multiple Disabilities
 Preschool Disabilities
 Visual Impairments

Secondary Special Class Program 2:

- Auditory Impairments
 Autism
 Behavioral Disabilities
 Cognitive Impairments, mild
 Cognitive Impairments, moderate
 Cognitive Impairments, severe
 Learning/ Language Disabilities, mild/moderate
 Learning/ Language Disabilities, severe
 Multiple Disabilities
 Visual Impairments
 Secondary Special Class (taught by regular education teacher)

Extended School Year Program

Other program/service, please specify: _____

Note: Each newly proposed resource program, special class program and service must be located in a space that has been approved by the County Superintendent of Schools. Forms for substandard use are available in the county office. Facility approval must be obtained before approval of the request to establish a new program can be granted.

1 Secondary resource programs are located in schools that contain any combination of grades 6 through 12, where the organizational structure is departmentalized for general education students.

2 Secondary special class programs are located in schools that contain any combination of grades 6 through 12, where the organizational structure is departmentalized for general education students.

On a separate page, describe your request based on the following corresponding criteria/questions.

To Establish a New Program/Service

1. Document the unmet student needs that will be addressed by the proposed program.
2. Describe the proposed program and explain how it will meet student needs:
 - a. Identify the age range and number of students to be served.
 - b. How will the Core Curriculum Content Standards be addressed?
 - c. How does this program address least restrictive environment?
 - d. What opportunities will be available for interaction with non-disabled peers?
 - e. State the number of professional and paraprofessional staff. For paraprofessional staff submit the locally developed job description and standards for approval (N.J.A.C. 6:11-4.6(c)).

To Eliminate a Program/Service

1. Provide a rationale for eliminating the program/service.
2. If the elimination of the special education program/service will result in a change to one or more students' current IEP(s), describe how the students' needs will be met.

 ✓ I assure that the attached proposal to establish a new program/service is in accordance with New Jersey Administrative Code (N.J.A.C.) 6A:14, Special Education and N.J.A.C. 6A:26, Educational Facilities. (Attach the Board Resolution approving the establishment of the new program.)

* Board Approval Date: _____ Signed: Maureen [Signature]
 HCESC approval expires 8/25/16 (Chief School Administrator)

 I assure that any change in a student's program/placement necessitated by eliminating the special education program/service described in the attached proposal will be implemented in accordance with N.J.A.C. 6A:14, Special Education. (Attach the Board Resolution approving the elimination of the program/service.)

Board Approval Date: _____ Signed: _____
 (Chief School Administrator)

Approved _____ Denied _____ Signed: _____ Date _____ (County Supervisor of Child Study)

Franklin Township School
Establishment of New Program
"STARS"- Multiply Disabled Program

1. Document the unmet student needs that will be addressed by the proposed program:

At present Franklin Township does not have a program in place to meet the unique educational, social, behavioral, communication and functional needs of its younger population of special learners. Looking ahead to students presently in out of district placements and in their preschool program and their specialized learning needs, Franklin Township is in the position to partner with the Hunterdon County Education Services Commission to develop and implement a program to meet those needs.

It is anticipated that these students will require an intensive educational experience with low teacher to student ratio, paraprofessional support, classroom based support services (behavioral, occupational, communication and/or physical therapy), individualized curriculum as well as structured, supported opportunities for interactions with their typically developing peers. As appropriate these opportunities can be expanded.

Students with behavioral needs will benefit from a coordinated, data managed intervention program, supervised by a BCBA working in concert with the classroom staff.

2. Describe the proposed program and explain how it will meet student needs:

- a. Identify the age range and number of students to be served:

The "STARS" program is intended for students in Kindergarten through grade 4, in accordance with the administrative code requirements of a maximum of a 4 year age span. At present there are 2 students identified for the program but a maximum of 12 students (with a classroom assistant) can be served.

- b. How will the Core Curriculum Content Standards be addressed?

The students' educational program will be designed and modified as appropriate by their I.E.P. in accordance with the CCCS and appropriate grade level curriculum. Goals and objectives will be developed in keeping with students' specific learning needs.

- c. How does the program address least restrictive environment?

Each student's program will be reviewed on an individual basis to determine the most appropriate program setting for the student to make educational progress.

Students that are in need of highly specialized services, offered in a small, nurturing environment with a highly trained Special Education teacher, paraprofessional and related services support will be considered for this program.

d. What opportunities will be available for interaction with non-disabled peers?

The "STARS" program will provide for a variety of structured and supported opportunities for students to interact with their grade level typically developing peers. Each student's program will be reviewed to identify the most appropriate opportunities and the needed supports to ensure benefit.

This will include lunch, recess, special area subject (PE, Art, Music, Computers, Library, World Language) participation, grade-level special activities such as assemblies and field trips and after school and summer programs.

Participation in such activities will be reevaluated on a regular basis and increased or modified as appropriate for individual students. As appropriate students may also be considered for participation in general education subjects with the appropriate modifications and supports.

e. State the number of professional and paraprofessional staff.

At present one certified Special Education teacher with experiences and training in working with students with more specialized learning needs is planned. One paraprofessional with similar experiences and training is also planned. If the classroom numbers or if specific student needs require, additional paraprofessional support may be added.

It is also planned to have related services provided both in and out of the classroom setting, as specified by each student's IEP. This could include the BCBA, Speech Language Pathologist, Occupational and Physical Therapist. The integration of therapies will assist with the transference of learned skills across a variety of educational settings.

**HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION
AND
FRANKLIN PUBLIC SCHOOL DISTRICT
IN-DISTRICT SPECIAL PROGRAM SUPPORT CONTRACT AGREEMENT
School Year 2016-2017**

This agreement includes the services of administrative/instructional support for a new in-district program operated by Franklin Public School. Services will be provided on an as needed basis, upon request of the district, to assist with the set-up, curriculum development, programming, and professional development training/mentoring for staff/service providers involved with the new program. Additional requests for program support services remain negotiable.

SERVICE

Costs included are reflective of providing administrative/instructional support as defined above-billable at \$150.00 per hour.

The contracted teacher for this class will be available during the summer for a maximum of 2 days (not to exceed 5 hrs/day), paid by Franklin (H) BOE, for professional development training/mentoring, program development and to assist with the preparation and set up of the program..

The HCESC will work with the district to develop a plan for an "OPEN HOUSE" with invitations to the parents, students and others as determined by FTS, to meet the projected staff and to view the new classroom/program.

Additional mentoring/programming/evaluation time during the 16-17 school year is not to exceed 30 hours total.

Location of service: Franklin Township School

This contract is entered into by the Franklin School District - Hunterdon County and the Hunterdon County Educational Services Commission for the provision of Administrative/Instructional Support from July 11, 2016 through June 30, 2017.

All Service Providers shall be appropriately certified by the Department of Education, State of New Jersey.

- A. If an employee or consultant of the Hunterdon County Educational Services Commission (HCESC) is employed by the Franklin Township (H) BOE independently of the Hunterdon County Educational Services Commission within one (1) year of the termination of this contract, the school agrees to pay the HCESC a placement or finder's fee equal to 50% of the employee's or consultant's projected first year's gross income. This fee will be paid to the HCESC within 30 days of the start date.
- B. Either party may terminate any agreed upon service listed in this contract by providing 30 days written notice of intent, which is mailed to the business address, provided here in.
- C. The HCESC will provide a billing statement, at the end of each month, for the previous month's actual and true services. Payment is due by the 10th day of month. If Franklin Township (H) BOE is in arrears by two (2) months, the HCESC reserves the right to place all services, including any service in process, on hold until payment in full is received

- D. **INDEMNIFICATION:** The School District agrees to indemnify, defend and hold harmless HCESC from and against any and all claims, penalties, demands, causes of actions, damages, losses. Liabilities, costs, expenses, including reasonable attorney's fees, in law or in equity, of any kind or nature whatsoever, arising out of or in any manner directly or indirectly related to District obligations pursuant to this agreement, except to the extent attributable to the gross negligence or willful misconduct of HCESC, its agents, representatives, officers, or employees. This section shall survive the termination of this agreement and the completion of the parties' duties under this agreement.
The school district agrees to attach proof of insurance to said contract to be held on file at the HCESC.

APPROVAL SIGNATURES

IN WITNESS WHEREOF, the authorized representatives of the Parties have executed this Agreement on the date specified below.

WITNESS: FRANKLIN TOWNSHIP SCHOOL DISTRICT BOARD OF EDUCATION

_____	BY: _____	Board
Secretary/ Business Administrator	Board President	

Dated: _____	Dated: _____
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_____	BY: _____	
School Business Administrator Board Secretary	Superintendent	

Dated: _____	Dated: _____
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**WITNESS: HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION
BOARD OF EDUCATION**

_____	BY: _____	
CORINNE STEINMETZ Board Secretary	CHARLES MILLER Board President	

Dated: _____	Dated: _____
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_____	BY: _____	
CORINNE STEINMETZ Board Secretary	Marie B. Kisch Superintendent	

Dated: _____	Dated: _____
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