



Introducing the Special Education and Pupil Personnel Staff

Mr. David Carlson, Assistant Superintendent for Special Education and Pupil Personnel Services

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Ms. Charise King, CPSE/CSE Chairperson

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Ms. Marianna Artale-Dougherty, Supervisor of Special Education K-12

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Ms. Erin Ginsberg, Supervisor of Pupil Services

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Special Education & Pupil Personnel Services Team

Mr. David Carlson	Ms. Marianna Artale-Dougherty	Ms. Erin Ginsberg	Ms. Charise King
<i>Assistant Superintendent of SE and PPS 639-6454</i>	<i>Supervisor of Special Education 639-6442</i>	<i>Supervisor of Pupil Personnel Services 639-6475</i>	<i>CPSE/CSE Chairperson 639-6409</i>
<i>Ms. Diane Kaminski, Secretary Ms. Janet Bender, Data Manager</i>	<i>Ms. Rachel Simuro, CSE Secretary Ms. Lila Lee, CSE Clerical</i>	<i>Ms. Christine Gessel, Pupil Services Secretary</i>	<i>Ms. Iris Febres, CPSE Secretary</i>

Mr. David Carlson- Assistant Superintendent for SE and PPS

- Provide Leadership and Oversight of Special Education and Pupil Personnel Services
- Balance time between curriculum, programs, services and instruction
- Operational Leadership
- Budget
- Supervision of administrators and staff
- Evaluation of administrators and staff
- Develop PPS and Special ED teams/departments as Professional Learning Communities
- Work jointly with Curriculum, Instruction and Assessment team on Focus Areas of Co-teaching
- Together with Special Education Advisory Group, study and make recommendations to enhance current and future special education programs and services
- Inform staff of updated regulations
- Oversee data collection, state reporting related to federal grants

Ms. Marianna Artale-Dougherty- Supervisor of K-12 Special Education

- Provide support and shared supervision with Principals for 161 Sped teachers
- Conduct program review in all in-district/out of district placements
- Work with other department administrators to create programs that can be brought back in district
- Ensures a coordinated district-wide special education program
- GED program and implementation
- Assist in pre-referral strategies and the review of referral data
- Quality assurance of IEPs
- Monitor timely program and related services
- Facilitate integration of general education and special education standards for learning
- Assist building principals in implementing programs and their effectiveness
- Oversee all BOCES, parentally placed and privately placed students with assistance from IAS
- Chair CSE meetings that may lead to more restrictive placements

Ms. Erin Ginsberg- K-12 Supervisor of Pupil Personnel Services

- Provide support/shared supervision with Principals for 45 psychologists, student assistance counselors
- Home Instruction
- McKinney Vento Liaison
- District Dignity Act Coordinator
- Manage District Crisis Team (provide social emotional support for students)
- 504 Accommodation Plan coordination and supervision
- Social Emotional Curriculum and planning for students
- Oversight of Olweus Bullying prevention programs, substance abuse, behavior intervention
- Records retention, FERPA
- Assist schools to provide support for students with excessive absences
- Schedule and chair intake conferences, psychiatric consultations, interagency conferences, etc
- Chair CSE meetings

Ms. Charise King- CPSE/CSE Chairperson

- Chair CPSE meetings.
- Coordinate the evaluation process.
- Assign providers to provide recommended services as per preschool students and parentally placed students IEPs.
- Supervise services and evaluations provided to preschool students.
- Work collaboratively with Early Intervention Providers and Department of Health staff to transition students from Early Intervention to CPSE services.
- Assure district compliance with Part 200 of Commission Regulations which address the responsibilities and operations of the CPSE and CSE.
- Maintain effective and appropriate procedures and practices for the CPSE and CSE referrals, evaluations, data collection, meeting schedules, participation notification and post meeting documents/reports.
- Chair CSE initial referrals K.
- ICS/OSC Transition Conferences
- OSC follow-up to CPSE referrals
- Ensure families follow registration procedures in timely manner
- Conduct observation of CPSE students

Goals for the SE/PPS Department

- Support the provision of more professional development opportunities for staff in the district.
- Continue to collaborate with building administrators and staff to maximize the effectiveness of existing programs.
- Increase the frequency of opportunities for related services staff and teachers to meet with each other to review best practices and new regulations.
- Partner with other district administrators to support current district strategic goals and initiatives.

**We look forward to
working with you!**

The SE/PPS Team