



## Student Services Program Coordinator CHARTER SCHOOLS

Evaluate student services & implement procedures to streamline the referral process

### **Roles/Responsibilities:**

- Consult and collaborate with counselors to evaluate the effectiveness of 504 Plans and determine course of action
- RTI/CPS Team coordinator - coordinate CPS team meetings in response to parent requests and school based team recommendations
- Review RTI folder with appropriate documents and ensure that all compliance components have been met
- FBA- initiate FBA plan with CPS team and monitor the implementation of behavioral interventions as part of Tier 3 interventions
- LEA representative - facilitate ESE annual/re-evaluation/interim meetings (as needed)
- Plan, conduct, and facilitate staff development for school based team in areas of need
- Analyze & interpret data to determine program effectiveness
- Other responsibilities as assigned by administration

### **Requirement:**

- ESE certification
- IDEA and MTSS Student Services
- Trained in Threat Assessment protocols

### **Other:**

- 216 Calendar

July 2020