



A Parent's Guide to Special Education Services in Howard County Public Schools

WELCOME from Dr. Terri Savage, Executive Director of Special Education

On behalf of the Department of Special Education, we welcome you and your family to our special education community in the Howard County Public School System and encourage your involvement. Our team is committed to providing high quality special education services for your children and value the strength of partnership in the journey. Believing that we can accomplish more together than alone, we strive to deliver high quality services in a collaborative and consistent manner. I look forward to working with each of you and ensuring you have the resources you need to help your child be successful.

WHO IS WHO?

Case Manager

A special education teacher or related service provider who:

- Serves as your first point of contact.
- Is responsible for monitoring your child's Individualized Education Program (IEP) implementation.
- Ensures special education procedural requirements occur
- Shares information about your child's IEP with all his/her teachers.
- Is available to meet outside of the IEP process to discuss information about special education at your child's school.

Instructional Team Leader (ITL)

- Provides support to the special education department for instruction, procedures and professional learning.
- Is available to answer questions about special education instruction and services at your child's school.

Central Office Special Education Resource Teacher and Instructional Facilitator

- Serves as a resource to the school staff and parents.
- Provides direct support to school teams to implement individualized instructional programs.
- Supports IEP teams with compliance processes.
- *To locate the professionals that service your child's school, visit www.hcpss.org/special-education/contacts/.*

School Phone Number:

My child's case manager is:

My child's instructional team leader is:

FAMILY SUPPORT AND RESOURCE CENTER (FSRC)

Staffed by parents of students with disabilities who help families navigate the special education process and access community resources.

- Supports families of children with special needs, ages birth to 21.
- Helps parents and caregivers to advocate for their children, build partnerships with educators, network with other families, and address everyday life issues.
- Provides parent support, a lending library, and facilitates parent support groups.
- Publishes a weekly communication of parent workshops.

Contact the FSRC at 410-313-7161 or ann_scholz@hcpss.org.

PARENT TIPS

- Provide information to the school about your child's strengths and areas of need.
- Maintain communication with your child's case manager, share progress or ask questions.
- Review quarterly progress reports, compare the progress at school with what you are seeing at home.
- Prepare for IEP meetings by reviewing documents sent home and coming to the meeting with questions.
- Attend parent workshops. For a schedule, go to: www.hcpss.org/special-education/calendar/.

Special Education Citizens Advisory Council (SECAC)

The SECAC is an advisory committee composed of parents and staff that collaborates with and supports the work of the HCPSS Department of Special Education. During the school year, SECAC meets monthly. For more information, go to: <https://howardcountyssecac.com/>.

If you would like to become more involved in the work of the Department of Special Education, please complete the preference form found at hcpssne.ws/SpecEd-Pref.