

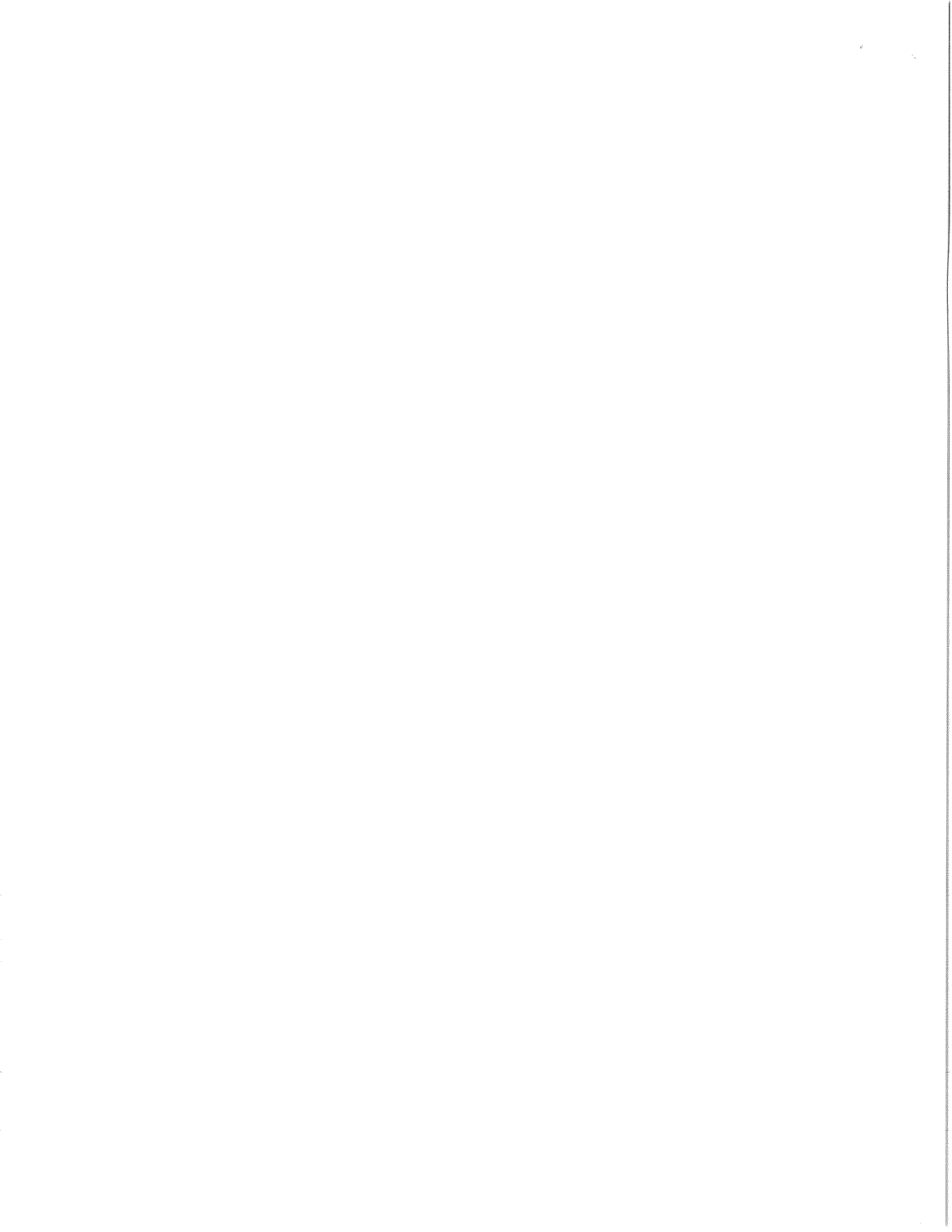
Special Education Parent Handbook

Procedural Safeguards found as a separate publication



Ludington Area School District
809 E Tinkham Avenue
Ludington MI 49431
2310845-7303

West Shore Educational Service District
2130 West US 10
Ludington MI 49431
231-757-3716



OVERVIEW

This handbook provides information to parents whose children are or may be in need of special education programs and services within the West Shore Educational Service District (WSESD).

Parent participation in a child's education is of vital importance in helping a child reach his or her full potential. Parents and school personnel need to work together in the development of an educational plan for the student in need of special education programs and services.

The West Shore Educational Service District Special Education Parent Advisory Committee is comprised of parents of children with disabilities from each local school district within our service district. Please contact your local school district or the West Shore Educational Service District special education office if you are interested in being a member of the Special Education Parent Advisory Committee.

If you have any questions, concerns, or comments regarding special education or the procedural safeguards, please contact the principal at your child's school, or the Director of Special Education or Supervisor of Special Education at West Shore Educational Service District.

The Procedural Safeguards Notice section of this handbook provides an overview of your educational rights with respect to special education. Please take time to read your rights.

Additional copies of this handbook are available upon request from your local school district or the West Shore Educational Service District special education office. It can also be accessed electronically on our website at www.wsesd.org.

West Shore Educational Service District, in cooperation with local constituent districts and the Special Education Parent Advisory Committee, has developed a state approved plan that outlines the delivery of services for special education programs and services within our district. This plan is available at your local school district or at the West Shore Educational Service District special education office for your review. The plan is also posted on our website at www.wsesd.org.

Several of the Special Education services we offer to our local districts are listed below.

Evaluations consisting of:

- Academic Testing
- Motor Testing
- Behavioral Assessments
- Ability Testing
- Speech and Language Testing
- Sensory Testing

The following is a list of related services provided by WSESD:

- Behavior Consultation
- Early On Services
- Occupational Therapy
- Orientation and Mobility
- Physical Therapy
- School Social Work
- School Psychology
- Speech and Language
- Teacher Consultation
- Transition
- Transportation

The following programs are provided by WSESD:

- Early Childhood Special Education
- Employability Skills
- Moderate Cognitive Impairment
- Severe Cognitive Impairment
- Severe Multiple Impairments

Local school districts provide less restrictive programming options that vary by individual district.

SPECIAL EDUCATION PROCESS

What is Special Education?

Special Education is specifically designed instruction, at no cost to the parent, to meet the unique needs of a child with a disability.

Why does my child need an evaluation?

The evaluation is done to answer these questions:

- Does the child have a disability?
- How is the child currently performing in school? (present level of academic achievement and functional performance)
- What are the child's educational needs?
- Does the child need special education and related services?
- What additions or modifications, if any, are needed to enable the child to meet annual goals in the Individualized Education Program (IEP) and participate, as appropriate, in the general curriculum?

What are the steps in the evaluation process?

Before a child is evaluated for the first time, the school must notify the parent and describe any evaluation the school proposes to conduct. The parent must give informed consent for the child to be evaluated.

The process involves gathering and reviewing existing information on the child by the evaluation team. This includes consideration of current classroom assessments, observations, and information provided by parents and school staff.

How is a child evaluated for the presence of a disability?

The testing is done individually and administered by trained, knowledgeable personnel in the area of concern.

Who decides if a child is eligible for services?

After the evaluation has been completed, the IEP Team, consisting of qualified professionals and the parent, will decide if the child is eligible for special education.

Who is eligible for Special Education services?

- Children from birth through age 26 who have not graduated from high school.
- Children who have the characteristics for a specific impairment as defined in the Michigan Administrative Rules for Special Education.
- Children who, because of impairment, need special education and/or related services.

Special Education Programs and Services

Each local school district must provide appropriate special education programs and/or services for students identified as having:

- ❖ **Autism Spectrum Disorder (ASD)** - Children with a restricted range of interests and impairments in social and communication skills.
- ❖ **Cognitive Impairment (CI)** - Children who are delayed in their cognitive development.
- ❖ **Deaf-Blindness (DB)** - Children who have both hearing and visual impairments.
- ❖ **Early Childhood Developmental Delay (ECDD)** - Children through age seven with developmental delays whose impairment cannot be identified under any other category.
- ❖ **Emotional Impairment (EI)** - Children with behaviors and/or emotional issues that interfere with their learning.
- ❖ **Hearing Impairment (HI)** - Children who are deaf or hard of hearing.
- ❖ **Other Health Impairment (OHI)** - Children with other health impairments that interfere with learning.
- ❖ **Physical Impairment (PI)** - Children with physical impairments that interfere with learning.
- ❖ **Severe Multiple Impairment (SXI)** - Children who display both cognitive and physical impairments.
- ❖ **Specific Learning Disability (SLD)** - Children who display disorders in the process of learning.
- ❖ **Speech and Language Impairment (SLI)** - Children who have not developed appropriate speech, language or communication skills.
- ❖ **Traumatic Brain Injury (TBI)** - Children with a head injury that interferes with their learning.
- ❖ **Visual Impairment (VI)** - Children who are blind or partially sighted.

The impairment must adversely affect the student's educational performance or in the case of infants/pre-school children, the impairment must adversely affect involvement in age-appropriate activities.

The Individualized Education Program (IEP) Team, of which the parent is a member, determines which programs and/or services are appropriate for the student. The IEP Team also determines how much time is spent in general and special education.

A continuum of alternative placements is available through your local school district. Examples of the types of programs/services available include resource support, specialized classrooms, and a variety of related services.

SCHOOL-BASED MEDICAID

The School-Based Medicaid program represents an area of Medicaid involvement. Your child will be enrolled, if eligible and with your one-time consent, to offset the cost of providing specific services. The program identifies medically necessary services already provided by schools and allows the school, as a service provider, to bill under Medicaid, thus ensuring federal participation in the cost of providing these services. Enrollment by a school district for billing to Medicaid will not result in any change to your child's program or services or Medicaid benefits.

HOW TO OBTAIN SERVICES

If you think your child might qualify for special education services, call your local school district. Local school district contact information is listed below:

District	Building	Contact Person	Phone Number
Baldwin Community Schools 525 Fourth Street Baldwin, MI 49304	Baldwin Jr./Sr. High School Baldwin Elementary	Principal	231-745-4683 231-745-3261
Gateway to Success Academy 526 North Scottville Road Scottville, MI 49454	G2S Grades 6-12	Principal	231-845-0922
Hart Public Schools 301 Johnson Street Hart, MI 49420	Hart High School Hart Middle School Spitler Elementary D-W Early Childhood Center	Principal	231-873-5691 231-873-6320 231-873-6340 231-873-6330

Ludington Area School District 809 East Tinkham Avenue Ludington, MI 49431	Ludington High School OJ DeJonge Middle School Foster Elementary Franklin Elementary Lakeview Elementary Pere Marquette ECC	Principal	231-845-3880 231-845-3810 231-845-3820 231-845-3830 231-845-3840 231-845-3850
Mason County Central Schools 300 West Broadway Street Scottville, MI 49454	ASM Tech MCC High School MCC Middle School MCC Upper Elementary Scottville Elementary Victory ECC	Principal	231-843-5935 231-757-4748 231-757-3724 231-757-5720 231-757-4701 231-843-2410
Mason County Eastern Schools 18 South Main Street Custer, MI 49405	MCE K-12	Principal	231-757-3733
Pentwater Public Schools 600 East Park Street Pentwater, MI 49449	Pentwater K-12	Principal	231-869-4100
Shelby Public Schools 525 North State Street Shelby, MI 49455	Shelby High School Shelby Middle School Thomas Read Elementary New Era Elementary Shelby Early Childhood Center	Principal	231-861-4452 231-861-4521 231-861-5541 231-861-2662 231-861-6629
Walkerville Public Schools 145 E. Lathrop Street Walkerville, MI 49459	Walkerville Middle/High School Walkerville Elementary	Principal	231-873-3652 231-873-5727

ORGANIZATIONS DESIGNED TO ASSIST PARENTS OF CHILDREN WITH DISABILITIES

•The Arc Michigan
 1325 S. Washington Ave., Lansing, MI 48910
 Phone: (800) 292-7851
www.arcmi.org

•Bridges 4 Kids
www.bridges4kids.org

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1325 S. Washington Ave., Lansing, MI 48910

Phone: (800) 292-7851

www.arcmi.org

•Bridges 4 Kids

www.bridges4kids.org

•Build Up Michigan

240 S. Bridge St., Suite 250

Dewitt, MI 48820

Phone: (888) 320-8384

www.buildupmi.org

•Catholic Charities of West Michigan

5868 W. US 10, Ludington, MI 49431

Phone: (231) 843-4899

www.ccwestmi.org

•Center on Technology and Disability

ctd@fhi360.org

www.ctdinstitute.org

•Easter Seals Michigan

2399 E. Walton Blvd.

Auburn Hills, MI 48326

Phone: (248) 475-6400

www.essmichigan.org

•Learning Disabilities Association of Michigan

PO Box 150015

2428 Burton St SE

Grand Rapids, MI 49515

Phone: (616) 284-1650

ldaofmichigan@gmail.com

www.laofmichigan.org

•Michigan Alliance for Families

Phone: (800) 552-4821

info@michiganallianceforfamilies.org

www.michiganallianceforfamilies.org

**•Michigan Department of Education
Office of Special Education**

608 W. Allegan St. – PO Box 30008
Lansing, MI 48909

Phone: (888) 320-8384 for questions related to special education
or (517) 241-7075

mde-ose@michigan.gov

www.michigan.gov/ose-eis

•Michigan Special Education Mediation Services

Phone: (833) KIDS1ST (833) 543-7178 for services
(517) 334-0034 for information

email: info@MiKids1st.org

<https://www.mikids1st.org/>

•Disability Rights Michigan

4095 Legacy Pkwy
Lansing, MI 48911-4264

Phone: (517) 487-1755

drmich.org

•Michigan Rehabilitation Services

Lake County:

5653 S M-37

Baldwin, MI 49304

Phone: (800) 926-4110

(231) 745-8146

(231) 796-8606

Mason County

915 Diana St.

Ludington, MI 49431

Phone: (800) 810-4349

(231) 722-2013

Newaygo County

1018 E. Newell St.

White Cloud, MI 49349

Phone: (800) 810-4349

(231) 722-2013

Oceana County

4081 W. Polk

Hart, MI 49420

Phone: (800) 810-4349

(231) 722-2013

•**Newaygo County Mental Health**

1049 Newell, PO Box 867, White Cloud, MI 49349
Phone (231) 689-7330

•**United Cerebral Palsy Association of Michigan**

1325 S. Washington Ave.
Lansing, MI 48910
Phone: (517) 203-1200
ucp@ucpmichigan.org
www.ucpmichigan.org

•**West Michigan Community Mental Health System**

Lake County:

1090 Michigan Avenue, Baldwin, MI 49304
Phone: (231) 745-4659

Mason County:

920 Diana Street, Ludington, MI 49431
Phone: (231) 845-6294

Oceana County:

105 Lincoln Street, Hart, MI 49420 873-2108
Phone: (231) 873-2108

NOTICE OF NONDISCRIMINATION POLICY

It is the policy of the West Shore Educational Service District not to discriminate on the basis of race, religion, color, national origin, sex, age, disability, height, weight, marital status or lack of English Language skills in its programs, services or activities. Any questions concerning the Nondiscrimination Policy should be directed to the Director of Special Education of the West Shore Educational Service District or the Superintendent of the school district your child attends.