



# Annual Service Report

2017-2018

*Celebrating 30 Years of Service*

SOUTHEAST AREA COOPERATIVE

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# Southeast Area Cooperative

## History and Membership

The Southeast Area Cooperative, established in 1987, is a legal entity cooperative educational service unit under South Dakota Codified Law 13-5-31. The Southeast Area Cooperative office is located in a central location in Beresford. Member school districts are: Alcester-Hudson, Beresford, Canton, Elk Point-Jefferson, Gayville-Volin, Irene-Wakonda, and Viborg-Hurley.

The Cooperative exists to enhance educational services and opportunities for all students regardless of school district affiliation and to encourage maximum utilization of cooperative efforts among school districts.

The Cooperative is governed by a Board of Directors consisting of school board members from each of the seven member school districts. The Board of Directors meets quarterly (August, November, February, and May) to adopt policy and procedures and act upon the business of the Cooperative. An Advisory Board consisting of superintendents from the seven member school districts meets monthly (the months when the Board of Directors do not meet) and supervises the operation of the Cooperative per policies and procedures established by the Board of Directors.

The Southeast Area Cooperative currently employs 32 staff members. All Cooperative staff members are available to all member schools districts, with certain staff members generally assigned to individual districts. However, in order to utilize individual team member's strengths and be effective and efficient with human and other resources, staff may be assigned to serve or consult in a district they are not ordinarily assigned.

Services are available to children ages birth to 21 equally to districts regardless of size. Local assessments are billed to the schools monthly based on a percentage of membership calculation.

# Southeast Area Cooperative

## Funding Formula

According to Article 5 of the Articles of Incorporation: All members shall initially pay to the cooperative their respective individual shares of monies provided under IDEA and their respective shares of grant monies provided by the State of South Dakota. Thereafter, the members will appropriate such monies as the cooperative Board of Directors deem necessary in the adoption of the annual budget.

Step 1 - Budget expenditures established for the fiscal year.

Step 2 - Deduct the following from the budgeted expenditures:

- Federal Appropriations and Grants
- IDEA Part B and 619 monies
- Perkins, Birth to 3, and special milk monies
- State Revenues
  - Department of Education
  - Contracted Services
  - Physical and Occupational Therapy
  - Paper/supplies/medical supplies
  - Distance Learning
  - SANA/NT user group revenue
- Workshop Grants/Revenues
  - Kindergarten Academy
- Other Revenues
  - Up front assessment
  - General Fund
  - Special Education
  - OT/PT
  - Medicaid fees
  - Interest earned, program administration, and carryover revenues

Step 3 - Calculate the local school district assessment

To determine the per student cost, take the remaining expenditures and divide by the total student population from the previous year's Fall Enrollment and December 1<sup>st</sup> PK child count. Take the per student cost times the enrollment of each school district.

# Southeast Area Cooperative

## Service Summaries

### *Early Childhood Special Education*

The purpose of early childhood special education is to identify the needs of children prior to entering school in order to lessen the effects of delays on academic performance once in school. Services are designed to identify and meet a child's needs in five developmental areas, including: physical development (gross and fine motor), cognitive development, communication, social or emotional development, and adaptive development. Services are integrated within the least restrictive environment to the greatest extent possible. Instructional services are provided as delineated in the Individual Education Program (IEP). The services provided include but are not limited to:

- Screening/Child Find
- Evaluation
- Assessment instruments and forms
- Individual Education Program development and case management
- Specialized instruction for ages 3-5
- Instructional Materials
- Extended School Year Services

### *Early Intervention: Prolonged Assistance and Birth to Three (Part C)*

Early intervention is a family-focused, year-round, in-home service for children from birth to 36 months of age with developmental delays or identified needs. Services and supports for families focus on helping caregivers to understand their child's development and specific training to assist the family in addressing these areas of delay. Services include collaboration with the child's parents, caregivers, childcare providers, professionals and others. Services are provided as delineated in the Individual Family Service Plan (IFSP). These services are provided by Early Childhood Special Education teachers, Occupational Therapists, Physical Therapists, and Speech Language Pathologists, or Speech Language Pathology Assistants as needed. The services provided include:

- Screening
- Evaluation
- Transition to preschool
- Specialized instruction and therapy
- Caregiver training and support
- Assessment instruments and forms
- Instructional materials

# Southeast Area Cooperative

## *Speech Language Therapy*

Licensed Speech Language Pathologists are specially trained to optimize a student's ability to communicate. They are key participants in educational teams that educate parents, teachers and other school-based professionals about the clinical markers of language impairment, the ways in which these impairments can impact a student's reading and writing skills, and facilitate early referral for evaluation and assessment. School-based Speech Language Pathologists address receptive and expressive language skills and language aspects of literacy, as well as other communication disorders including articulation, voice and fluency that effect students in the educational setting. Speech Language Pathologists assist teams with understanding the impact of hearing loss on communication. Services are provided as delineated in the IEP. These services are provided by Speech Language Pathologists or Speech Language Pathology Assistants. The services provided include but are not limited to:

- Screening (hearing and speech/language)
- Evaluation/reevaluation
- Instructional materials
- Consultation
- Individualized Education Program and Individual Family Service Plan development
- Case management
- Evaluation instruments and forms
- Direct therapy
- Extended school year services

# Southeast Area Cooperative

## *School Psychology*

School psychologists are uniquely qualified members of school teams that support students' ability to learn and teachers' ability to teach. They apply expertise in mental health, learning, and behavior, to help children and youth succeed academically, socially, behaviorally, and emotionally. The services provided include but are not limited to:

- Intellectual, Achievement, Adaptive Behavior and Behavior Assessment
- Participation in the development of Individualized Education Programs (IEP)
- Counseling
- Teacher Assistance Teams
- Evaluation instruments and Forms
- Consultation for academic and behavioral needs
- Assistance with developing Behavior Intervention Plans
- Presentations or professional development on Special Education topics, such as ADHD, behavior, etc.

## *Adapted Physical Education*

Adapted Physical Education (APE) is physical education which has been adapted or modified, so that it is as appropriate for the person with a disability as it is for a person without a disability.

Federal law mandates that physical education be provided to students with disabilities and defines Physical Education as the development of: physical and motor skills, fundamental motor skills and patterns (throwing, catching, walking, running, etc.), and skills in aquatics, dance, and individual and group games and sports (including intramural and lifetime sports). The services provided include but are not limited to:

- Instruction (including a specialized preschool program)
- Evaluation instruments and forms
- Participation in the development of Individualized Education Programs (IEP)
- Coordination of resources and consulting
- Instructional Materials

# Southeast Area Cooperative

## *Autism Team*

Autism spectrum disorders are serious neurodevelopmental disorders that impair a child's ability to communicate and interact with others. It also includes restricted repetitive behaviors, interests and activities. These issues cause significant impairment in social, occupational and other areas of functioning. Autism Spectrum Disorder is a category of disability that requires specialized multidisciplinary team training. Services are provided by a well-trained team, which include school psychologists, early childhood teachers, occupational therapists and speech language pathologists, as needed. The services provided include but are not limited to:

- Observation
- Screening
- Evaluation/re-evaluation
- Integration of best practices into the school setting and technical assistance
- Participation in the development of Individualized Education Programs (IEP)
- Evaluation instruments and forms
- Referral to outside resources
- Resource library
- Group and individual professional development on characteristics of ASD and Evidence Based Practices
- Consultation

## *Non-Violent Crisis Intervention Training*

Non-Violent Crisis Intervention Training teaches the principles and techniques that have proven effective in resolving potentially violent situations. The training offers techniques that help school personnel prevent acting out behaviors, or to intervene more safely when behavior becomes dangerous. Training for individuals and school teams is available through our Southeast Area Cooperative certified instructor.



# Southeast Area Cooperative

## *Administrative and Fiscal Services*

Administrative and fiscal services are provided by the Director, and Business Manager. The Administrative Assistant/Medicaid billing specialist provides support for all programs.

**Administrative** services provided include but are not limited to:

- Federal forms and grant applications
- Special Education Forms
- Comprehensive plan development
- Support for compliance with the Individuals with Disabilities Education Act (IDEA) and the Americans with Disabilities Act (ADA)
- Annual needs assessment survey
- Professional development in areas of identified need
- Special Education Technical Assistance
- Special Education Director and Teacher share sessions
- Special Education Accountability Review support

**Fiscal** services provided include but are not limited to:

- Grant Reporting
- Financial data
- Billing
- Business office assistance

## *Toy Lending Library*

A toy/assistive technology/resource lending library is available for service providers, teachers, and parents. Items such as books, voice output devices, switches and switch activated toys, play based activities and toys, music/activity books, and parent resources are available through the library located at the Cooperative office.

# Southeast Area Cooperative

Physical and occupational therapy direct services are provided on-site for an additional assessment, which includes an upfront assessment and a charge for services based on prior year usage. Both services are mandated related services for students who qualify:

## *Physical Therapy*

School-based Physical Therapy focuses on functional mobility and safe, efficient access and participation in educational activities and routines in natural learning environments. School based physical therapists demonstrate expertise in the treatment of pediatric issues and access to curriculum. The services provided include but are not limited to:

- Participating in the development of Individual Education Programs/Individual Family Service Plans
- Screening, evaluation and reevaluation
- Therapeutic tools and materials
- Adaptive equipment
- Direct therapy
- Consultation
- Evaluation instruments and forms
- Extended School Year
- Adapting physical environment to facilitate access
- Supporting safe transportation of students
- Serving as a liaison among school, medical personnel, and medical equipment vendors

## *Occupational Therapy*

School-based occupational therapy is designed to enhance the student's ability to fully access and be successful in the learning environment. This might include addressing sensory processing and regulation needs, working on handwriting or fine motor skills so the child can complete written assignments, helping the child organize himself or herself in the environment, or working with the teacher to modify the classroom and/or adapt learning materials to facilitate successful participation. The services provided include but are not limited to:

- Evaluation/reevaluation
- Screening
- Participation in the development of Individual Education Programs/Individual Family Service Plans
- Direct therapy
- Direct consultation
- Therapeutic tools and materials
- Evaluation tools and forms

# Southeast Area Cooperative

## Additional Services

### *Medicaid Billing*

School districts are able to bill to recover costs for certain medically necessary services that are provided in the school setting, including Occupational, Physical, and Speech-Language therapy as well as School Psychology services. The Cooperative provides all billing services, forms and expertise. Medicaid billing is a prerequisite to individual districts accessing extraordinary cost funds, if needed. This service is provided to the Cooperative member districts as a part of their membership. Medicaid funds are returned directly to the school districts for use in the special education programs. Billing services are provided for additional school districts for a fee.

### *Part C/B Billings*

School districts are able to bill to recover costs for certain early intervention services for eligible students. The Cooperative provides all billing services, forms and expertise. Part C/B funds are returned to the Cooperative, and are used to offset direct services expenses. Part C/B billing services are provided for one additional school district for a fee.

### *Group Purchasing*

Twenty-five area schools, including Southeast Area Cooperative members, participate in a paper/supplies/medical bid process each year. This cooperative venture provides substantial savings for supplies and paper. The Southeast Area Cooperative is the program administrator and charges Cooperative schools a fee of \$50 per school and non-Cooperative schools are charged \$75 per school.

### *Kindergarten Academy*

For the past fifteen years, the Southeast Area Cooperative, in conjunction with the University of South Dakota and the Beresford School District, has conducted a regional two day professional development workshop each summer. This year, the academy was extended to four days, with the second session geared toward primary grade teachers. Nationally known speakers are featured at this event. Teachers from member schools attend at no charge. In 2017, this was a professional staff resource of \$8,325 to the Cooperative school districts. Registration is also open to teachers outside of the Southeast Area Cooperative. They are charged a registration fee, which is currently \$185. The director serves as Adjunct faculty for USD credit.

# Southeast Area Cooperative

## Contracted Services

The following programs are contracted services. The Southeast Area Cooperative receives a 5% administrative fee.

### *Carl Perkins (CTE grant)*

Southeast Area Cooperative schools, as well as the Centerville School District, are part of a consortium for Career and Technical Education (CTE) approved programs. The federal funding provided offers students opportunities for career awareness and preparation by providing them with the academic and technical knowledge and work-related skills necessary to be successful in postsecondary education, training, and employment. The Cooperative serves as the fiscal agent and provides guidance and purchasing assistance for approved purchases.

### *Distance Learning*

The Southeast Area Cooperative is the fiscal agent for the Southeast Interactive Long Distance Learning consortium. The consortium (SILDL) is a unique cooperative distance learning project involving rural K-12 school districts whose purpose is to work collaboratively with schools to improve learning opportunities in rural South Dakota. Jason Selchert is the coordinator for SILDL.

### *Southeast Birth to 3 Connections*

The Southeast Area Cooperative is the fiscal agent for this program that covers Union, Lincoln, Yankton, and Clay counties. Southeast Birth to Three Connections provides a system of services and supports for families to help them understand their child's development and specific training to assist the family in addressing areas of delay. Coordinators are actively involved in helping families identify areas in their daily routine where supports and services are needed. Three Birth to 3 coordinators receive referrals and provide coordination of services to eligible children in the program. Office space is provided at the Cooperative office.

# Southeast Area Cooperative

## Cooperative Information

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