



CKCIE NEWSLETTER

CKCIE MISSION STATEMENT AND ORGANIZATION

The mission of the Central Kansas Cooperative in Education (CKCIE) is to provide specialized instruction to identified special education students with diverse learning needs and abilities. This mission is accomplished through partnership and collaboration with families and general education staff members by providing a continuum of services in the least restrictive environment (LRE).

USD 305 is the sponsoring district for the 12-member special education cooperative. CKCIE's constitution and bylaws direct the Board of Control (BOC) activities. The BOC is made up of each of the 12 district superintendents and an additional board member from USD 305, the sponsoring district.

Note from Executive Director.....

Welcome to another great year!

Wow, who would think we would be where we are today? Regardless, I am proud of the fact that all of you have worked so hard to find ways to best meet the needs of our kids! A sincere thank you for your efforts. As you are well aware, our 12 districts have navigated the waters to plan out the best way to start school in each community. I believe the key to a successful year will be our flexibility to adapt and change as needed. As we have prepared to kick off the year, we have put great effort into setting up training modules for Paraeducators and certified staff members. Please visit our CKCIE website at www.305ckcie.com and under announcements see a long list of training sessions for your use throughout the year. Please join me in welcoming staff members who are new to our CKCIE team this year! We appreciate all of our staff members for working with our kids every day! You do make a difference in the lives of children!

CKCIE's goal this year is to level the playing field through the services we provide for exceptional students.

Brief History of CKCIE

CKCIE provides services for exceptional children ages 3-21.

- Cooperative was formed in 1971.
- Services include: Teachers (LD-Adaptive, EBD, Functional, EC, Autism, and Gifted), para educators, vision/Braille, audiology, SLP, OT, PT, SW, Psychologist, AT.
- Provide services in 12 school districts in 49 school buildings across 4000 square miles.
- 96% of our \$27 million budget is staffing.
- During 2019-20, we served 2992 students with IEPs.

Why do we provide special education services for exception students? To level the playing field and give students an equal chance to find success in life. As educators, we can help kids feel like they can overcome obstacles and that they can do anything in life--like so many have in the past. We help kids make the jump to find that success! The staff at CKCIE would like to thank you for your careful attention to exceptional students and we wish you a great and productive school year!

Mike Lowers

Budget/Targeted Improvement Plan (TIP) Grant

CKCIE has received a Targeted Improvement Plan (TIP) grant from the Kansas State Department of Education for \$111,383. Grant funds have been received so that staff can go above and beyond to meet the 17 performance and compliance indicators that we work to meet each school year. Funds will be used to provide extra staff development opportunities, behavior intervention supports, a mentor program for new staff members, support for staff to become highly qualified, to support effective instruction and to meet the College and Career Ready standards.

Attention CKCIE classified employees outside Salina: Please submit CKCIE absence forms to Marian Kindlesparger within a few days of the date of the absence! Information on the absence form must match time entered on the paper time sheet!

Thank you!

From Human Resource Office....

- Please notify HR if you have moved, changed your name or changed your telephone number. Please complete a "[Change of Personal Status Form](#)" and submit it to the HR office. HR can be reached at 785-309-4726 or you can email the form to Nancy.springer@usd305.com. Thanks for doing this as quickly as possible!
- For Certified staff on a license waiver, materials are due 10/1/2020 to Nancy Springer at CKCIE.
- Intent to Move documentation materials are due 10/1/2020 to Eryn Wright in the Human Resources Office.
- For Certified Staff: When renewing your license, please start this process early! You can begin up to 6 months prior to the expiration of your license. Tip: It cannot be more than 6 months prior to the expiration of your license either or KSDE will reject your application. Renewal of your license is now all online at the [KSDE License Website](#). You can apply and watch as your license application moves through the process.

Website/Email/Technology...

As always, it is important that you check our website regularly. The website can be accessed at:

www.305ckcie.com

It is also very important to check your USD 305 email daily! Staff members receive notices from HR, the business office, from the record's room, from the CKCIE Office on a regular basis so please check this email! Thank you!

KSDE Licensure – The application process to renew your 5-year professional license is now online. See information below.

Main [KSDE Licensure Page](#)– The application process to renew your 5-year professional license has gone online.

Here is a link to the [KSDE License Application Page](#).

Applicants:

If new to online application submissions review the [General Instructions for Online Application Forms](#).

On the License Applications webpage scroll down to see the numerically ordered list of application forms and find Form 1 for staff needing an initial license or Form 3a for staff with experience who need to renew their 5 year license. .

Click on the link to the right [“Review Requirements and Access Form”](#) to get started on the process.

Districts:

- The process for completing district verifications for applicants is the same as you have been following for other online forms over the last few years. [Review of General Instructions for Districts if needed.](#)
- Districts will verify experience or upload transcripts – PDC transcripts (and university transcripts if applicable.)
- Signatures on PDC transcripts will no longer be required

You may renew your license up to 6 months before the expiration. The KSDE website states

Notes/Reminders from CKCIE Business Office Staff:

In outlying areas, please mail in time sheets on the last day of the month.

Paraeducator training log requirements – The Para Expectations sheet needs to be attached to the training log, signed by supervising teacher and para. Confidentiality must be reviewed as a part of this process.

Improving Students' Relationships with Teachers to Provide Essential Supports for Learning: Do's and Don'ts

It is often said that it is difficult to promote student learning without the development of a strong relationship with each child first. Here are a few suggestions of how to develop productive relationships with students:

Do's:

Make an effort to **get to know and connect with each student** in your classroom. Always call them by their names, find out information about their interests and strive to understand what they need to succeed in school.

Make an effort to **spend time individually** with each student, especially those who are difficult or shy. This will help you create a more positive relationship with them.

Be aware of the **explicit and implicit messages** you are giving to your student. Be careful to show your students that you want them to do well in school through both actions and words.

Create a positive climate in your classroom by focusing not only on improving your relationships with your students, but also on enhancing the relationships among your students.

Be aware that you are modeling behavior for your students, whether intentional or not.

Students notice your interaction style. They notice whether you show warmth and respect toward them, to other students and to adults at your school. Often, they will model their own behavior after your behavior.

Students notice the methods you use to manage strong emotions. They notice positive strategies, such as taking a deep breath or talking about your frustrations. Likewise, they notice negative strategies, too, such as yelling at students or making mean or disrespectful jokes about colleagues. Be aware that students will often adopt the strategies that you use.

Don't:

Don't assume that being kind and respectful to students is enough to bolster achievement.

Ideal classrooms have more than a single goal: teachers hold students to appropriately high standards of academic performance and offer students an opportunity for an emotional connection to their teachers, their fellow students and the school.

Don't give up too quickly on your efforts to **develop positive relationships with difficult students**. These students will benefit from a good teacher-student relationship as much or more than their easier-to-get-along-with peers.

Don't assume that respectful and sensitive interactions are only important to elementary school students. Middle and high school students benefit from such relationships as well.

Don't assume that relationships are inconsequential. Some research suggests that preschool children who have a lot of conflict with their teachers show increases in stress hormones when they interact with these teachers.

Don't wait for negative behaviors and interactions to occur in the classroom. Instead, take a proactive stance on promoting a positive social experience by including students in discussions about prosocial interactions and consistently modeling those positive interactions for them.

From: "Improving Students' Relationships with Teachers to Provide Essential Supports for Learning: Positive relationships can also help a student develop socially."

By Sara Rimm-Kaufman, PhD, and Lia Sandilos, PhD, University of Virginia

CKCIE IN 2020-2021

CKCIE Continues to Serve Students with Exceptionalities, ages 3-21

- This year, CKCIE continued to build stronger relationships with other groups who also support students with exceptional needs. CKCIE partnered with the Kansas State Department of Commerce, Vocational Rehabilitation, OCCK, Choices, Salina Regional Health Center, and others in the Project SEARCH training program. We also are building a stronger relationship with OCCK who has built an assistive technology center. Mike Lowers is serving on the board of this center.
- 2019-20 was another successful year at Project SEARCH as they continued serving students 18-21 years old with disabilities who were transitioning to work environments. This is the ninth year at Salina Regional Health Center and, as in the past, the growth of each student was phenomenal from the beginning to the end of the year
- The CKCIE File Review Team again participated in IEP file review training (year seven) this school year. They completed the review of student IEP files and they provided positive feedback to IEP case managers concerning the file reviews. This is in preparation for our next KSDE File Review in fall 2020. We are in a rotation where we will pull IEP files from 4 of our districts each school year. It has been quite a learning process but our goal is to write compliant IEPs that also meet the individual needs of each student.
- In response to the COVID 19 pandemic, our staff wrote 3000 individual continuous learning plans as instruction was shifted to at home, on-line learning.
- We altered our online IEP program so that it was paperless and we utilized electronic signatures to limit contact between all members of the IEP teams.
- Our staff carefully analyzed student IEPs and, under the continuous learning plans, made modifications to instruction, and provided accommodations that allowed students to learn virtually at home.
- CKCIE reorganized the low incidence ALC (Adaptive Learning Classroom) program at Stewart so that students will attend school with their general education peers in their neighborhood schools.
- Our staff formed a committee to study functional level special education classrooms and toured other schools to redefine services in FLC (Functional Learning Center) classrooms.
- Our team put in motion the relocation of Opportunity Now to the Salina West Campus during summer 2020. We also set up a plan to expand O.N. to grades 6-12 during the 2021-22 school year and to grades K-12 during the 2022-23 school year.
- CKCIE made the required Levels of Determination (LOD) in the 17 indicators used to direct and audit the special education and gifted services provided to students.
- CKCIE in cooperation with USD 305 made progress in expanding early childhood offerings this year; further integrating preschool in FY21 so special education students are integrated with their peers. (Expanding preschool classrooms to include Stewart Elementary in Salina)
- We established a plan to disperse students in the Heusner Elementary Autism Classrooms back to their neighborhood school with peers during the 2021-2022 school year.
- Our staff filled many more needs presented by students. This included two specialists who serve kids on the autism spectrum, a vision specialist, an audiologist, physical therapists (gross motor skills), occupational therapists (fine motor skills), gifted consultants, and speech-language pathologists. The needs of kids have been increasing yet we have worked diligently to provide staffing efficiently. Our staff members are to be celebrated for meeting the needs of the students during difficult financial times.

CKCIE IN 2020-2021

CKCIE Continues to Serve Students with Exceptionalities, ages 3-21 Cont'

- CKCIE provided access to Infinitec (online staff development and additional resources) which was helpful for classified and certified staff as they sought staff development opportunities. (This resource was made possible through the Targeted Improvement Plan grant funding.)
- The low incidence programs in the Salina schools continued to have great success with students, especially in the areas of emotional disturbances, autism, multiple severe disabilities, and intellectual disabilities. The administrators and staff in the various buildings provide great support and leadership to these programs.
- The PRESET program (students with disabilities who turn 3 years old after September 1st), held at Hageman Education Center, continues to be successful for the preschoolers who are transitioning into the school environment. These are integrated classrooms with peer models.
- Monthly screenings (ages 3-5 years) at Hageman Education Center are for early identification/early intervention (Child Find in special education regulations). We have also added a mental health screening as a part of this service. Screening sessions were also held in Ellsworth and Abilene as well at different times this school year to locate children who may require the services provided by CKCIE We altered our online IEP program so that it was paperless and we utilized electronic signatures to limit contact between all members of the IEP teams.
- Staff participated in year eight of the e-Mentoring program for early career special education teachers. This program was very successful and received positive evaluations from staff members. This is another layer to assist new staff members and provide support to keep them in the education profession.
- Opportunity Now successfully served students for the 14th school year. O.N. is a highly successful program that empowers students with mental health needs to graduate and find success in their post-high school pursuits. In the next few years, the program will include elementary and middle school students with similar needs to current students at the school.

Website/Email/Technology...

The CKCIE website can be a great resource for all employees!

It is located at www.305ckcie.com

It is also very important to **check your USD 305 email daily!** Staff members receive notices from HR, the business office, from the record's room, from the CKCIE Office regularly so please check this email! Thank you!

Preschool Screening Dates, Services Available

Under, "In the News," you find a link to screenings for the 2020-2021 school year.

Check the Website at:

<https://www.305ckcie.com/>

English



Spanish



Celebrations and Reecognitions of Staff Members:

You Make a Difference:

Karla Arpin, Physical Therapist

Opportunity Now

Most recently, Karla helped a family and student navigate through chronic pain. She supported them by re-searching specialists, setting appointments, providing support and more. Another student's school experience improved due to her guidance about accommodations and modification after an injury. Thank you Karla, for making a difference!

Lisa Ochs, Physical Therapist

Cottonwood Elementary

When Lisa heard that one of her student's wheelchair had broken and as a result the student would not be able to attend school, Lisa spent her own time finding a wheelchair that would work for this student. She made contacts, exchanged wheelchairs and accommodated everyone's needs so the student could get right back to school. Thank you, Lisa, for making a difference!

Professional Development Council (PDC)....

We have placed a PDC point presentation on the CKCIE website for certified staff members. This can be accessed at:

[PDC Power Point Presentation](#)

Click on "PDC Point Presentation" under Quick Links.

Additional Directions for CKCIE Certified Employees filling out [Frontline](#) Forms

Please access the [2020-21 PDC Handbook](#) for additional information.

For CKCIE certified employees who work in Salina:

Certified staff attending in-service in your school that has a building plan (no kids present that day), please just sign in at the building meeting to earn points.

If attending an in-service set up at CKCIE that has a building plan on file (away from your building but kids are in session), please sign the sheet at the meeting and fill out the Leave Form on Frontline (formerly My Learning Plan) (**please check "Yes" where it asks, "Sub needed for the date"**) to get a sub **if needed** for your position.

If attending any other in-service activity outside USD 305 or CKCIE, please fill out a Knowledge Plan and a Leave Form on Frontline (**please check "Yes" where it asks, "Sub needed for the date"**) to get a sub **if needed** for your position.

For CKCIE certified employees who work outside Salina:

Please watch this video related to earning [PDC points](#).

Frequently Asked for Numbers:

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MIS Help Desk: 785-309-4850

Payroll: 785-309-4707 or 4711

Human Resources/Benefits: 785-309-4726

Employee Portal Questions: 785-309-4726

Staff Development / Licensure (PDC) Questions: 785-309-4748

For Salina Staff Only:

USD 305 Copy Center: 785-309-4899

Notes from the Records Room:

Case managers: If a student moves out of the CKCIE service area, please notify the record's room at CKCIE immediately. The records room staff members can be reached at susan.rice@usd305.com, becky.welch@usd305.com, or by phone at 785-305-5149 or 5135. Thank you!

WebKIDSS.....

Check out our website at:

<https://305ckcie.com/>

---Under, "Announcements," you will find a link to changes in Webkidss for the 2020-21 school year.

Assistive Technology....

Samantha Moran is our CKCIE Assistive Technology provider. Sam can be reached at:

Samantha.Moran@usd305.com or 785-309-5143.

Presence Learning Online Speech Services

This year, we were unable to fill all of our SLP openings. As a result, we again sought alternative ways to provide speech services for a group of our students. We are working with [Presence Learning](#), a company in California, to provide these services online. This is our sixth year of providing services in this manner. Services will be provided online and a para has been assigned to each of these therapy rooms. Staff members at the schools have been excellent in assisting as we set up this online speech delivery model each year.

Legal Issues...

For Emergency Safety Intervention Resources, check out our website at www.305ckcie.com/

---Under, "Quick Links," you find a link to ESI for the 2020-21 school year.

PROGRAM GOALS...

1. To provide special education services to those exceptional students whose unique needs in specific areas cannot be met within the general education program.
2. To develop and implement individual education plans (IEPs) designed to enable the individual learner to function independently to his/her potential.
3. To provide access to the general education program for any exceptional student who is able to participate and progress in the general education program with the appropriate supplementary aids and related services.
4. To participate with other community agencies in developing and maintaining a continuum of services for exceptional students.

It is the responsibility of CKCIE and its member districts to provide a free appropriate public education (FAPE) to all properly identified special education students within the 12 school districts of CKCIE. All state, special education and IDEA (Individuals with Disabilities Education Act) 2004 regulations must be followed when providing these services to identified students. Beyond every day excellent instruction, our staff also fills many more needs presented by students. This includes two specialists who serve kids on the autism spectrum, a vision specialist, an audiologist, physical therapists (gross motor skills), occupational therapists (fine motor skills), speech language pathologists, and services providing assistive technology.

Paraeducators.....Access to new “Para Training Modules” on CKCIE Website + the Online Classroom through Infinitec....

This year, we have set up [training modules for paras](#) to use as needed throughout the year. Please go to the CKCIE website and scroll down under “Announcements” can click on [Para Training Modules for 2020-21](#). Please use the hours offered in these modules for your para training log hours.

Also, a reminder to access the Infinitec website to earn points for your paralog as well this year. It can be accessed at:

www.305ckcie.com

Under “Quick Links.”

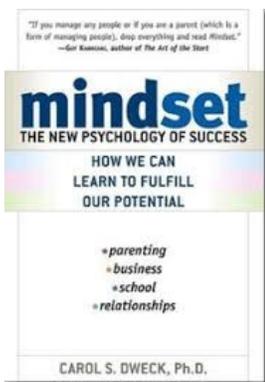
Please log in if you have had an account in the past or register to use the Infinitec website. Under employers, be sure to choose, “Central Kansas Cooperative in Education” so you can access all materials on the website.

Para Training Topics Include:

- Name ↓
- Visual Supports Training
- Trauma and the Effects on the Brain
- Positive Supports for Challenging Behaviors
- Mindshift: Changing our Perception of Challenging Behavi...
- Mandatory Reporter Training
- Contingency Plan Training Aug. 18 2020
- Abilene: How to use Canvas
- Moving Forward - COVID teacher training August '20....
- Collaborative Problem Solving Introduction (1).mp4
- 9 Signs You Have Unhealed Trauma.docx

Certified Training Topics Include:

- Visual Supports Training
- Trauma and the Effects on the Brain
- Positive Supports for Challenging Behaviors
- Mindshift: Changing our Perception of Challenging Behavi...
- Mandatory Reporter Training
- Contingency Plan Training Aug. 18 2020
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Mindset: The New Psychology of Success—
 How we can learn to fulfill our potential. By Carol S. Dweck

Books to consider....

Abilene USD 435
 Solomon USD 393
 Rural Vista USD 481
 Herington USD 487

Ell-Saline USD 307
 Central Plains USD 112
 Southeast of Saline USD 306
 Salina USD 305

North Ottawa Co USD 239
 Ellsworth USD 327
 Chapman USD 473
 Twin Valley USD 240