

Springfield Public Schools

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Intervention Handbook

2009-2010

PREFACE

This handbook is intended to be used as a guide by school personnel to identify and refer students who need additional help to appropriate intervention services. Early identification and intervention for struggling students is vital to effective dropout prevention. This handbook provides information regarding programs and services available to students in both the district and the community.



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2009 Revision under the supervision of
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INTRODUCTION

The Springfield R-12 Public School District implements a system for continuously identifying and serving students at-risk of educational failure. The District provides a variety of programs to meet the educational needs of all students. These programs and services include, but are not limited to:

- English for Speakers of Other Languages
- Homeless
- Migratory Services
- Parent and Community Education
- Special Education and Section 504 accommodations to students with disabilities
- State and Federal Categorical Programs:
 1. Title I
 2. Title II
 3. Gifted
 4. Title VI
 5. Safe and Drug-Free Schools and Communities Act Programs
 6. Safe Schools
 7. Parents as Teachers

The District identifies and assesses the needs of students who may fall into any of the above categories. These programs and services are not mutually exclusive; thus, students may be eligible for more than one of these services and/or programs. The District considers eligibility into multiple programs whenever appropriate.

It is the desire of the Springfield R-12 Public School District to offer a comprehensive and inclusive education to the children of Springfield and to make available resources necessary for their positive progression toward graduation.

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General Intervention Strategies



STRATEGIES FOR IMPROVING STUDENT ACHIEVEMENT

Students who are not achieving at expected levels or who exhibit at-risk behaviors require interventions. A successful intervention plan involves both school personnel and parents working together to meet the student's needs. Interventions must be tailored to the specific needs of each student. Interventions may include specific instructional strategies and modifications implemented by teachers and/or consultation services through Student Assistance Teams, counselors, nurses, and/or community agencies.

Research provides many solutions for helping students become resilient and achieve success in school. The information that follows includes a variety of strategies that may be implemented school-wide, in classrooms, or for specific students encountering problem areas.



Improving Relationships

Research indicates over and over that relationships with teachers are a key factor in student success. Students need caring relationships with teachers and other school staff. Students need teachers who provide the following:

- Warm, personal learning environments where every student is welcomed, respected, and valued;
- High expectations & continual support to achieve the goals;
- Constant encouragement even when students give up on themselves;
- Explicit teaching about behaviors that lead to success;
- Clear & continual explanations of procedures & rules in the classroom;
- Explicit teaching of the unwritten rules of school;
- Understanding and accommodation of cultural differences;
- An atmosphere of welcome, respect and recognition of the value of every student;
- Decisions and rules based on student needs rather than adult preferences.



CURRICULUM & DELIVERY

Research provides evidence that changes in curriculum and methods of delivery are often needed to enhance the learning environment and optimize student achievement. Recommended changes include the following:

- Interdisciplinary curriculum;
- Connect new information to students' real world and/or experience;
- Contextualize learning;
- Connect learning to potential careers;
- Identify learning styles and teach to accommodate different learning styles;
- Provide more time for mastery;
- Set expectations for all students, and provide support to help students meet the expectations.



Classroom Interventions

Modifications of instructional approaches are often needed for students who are struggling. Classroom interventions typically include instructional strategies, environmental structuring, and behavior management. Many of these interventions can be adapted for use by classroom teachers at both the elementary and secondary level. Specific interventions may be developed from the following strategies:

1. Instructional Strategies:

- Teach concepts in smaller units when possible, reviewing frequently. Seek alternate ways to present a concept.
- Give the student instructions one step at a time, and ask him or her to repeat instructions before starting work.
- Provide personal help to assist the student in beginning a task after the group has been given directions. Check periodically to see that the student continues to understand and is following directions. Make frequent, unobtrusive contact with the student, touching him or her lightly or speaking his or her name gently.
- Use learning aids such as computers, tape recorders and calculators. Inter-active computer programs can be especially useful in maintaining the student's interest and attention.
- Whenever possible, experiment with a cooperative learning approach and other grouping arrangements. These approaches can foster better communication and social skills of students at-risk.
- Provide the student with direct intervention and/or modeling for improved organization and focus.
- Contextualize learning to connect concepts to students' experiences.

➤ Provide instructional methodologies to address different learning styles.

➤ Maintain the focus of attention in the classroom on the teacher through:

- 1) Use of positive eye contact as a motivational tool and negative eye contact as a disciplinary tool.
- 2) Lightly touching a distracted student to refocus attention on the teacher.
- 3) Use of voice regulation to maintain attention.
- 4) Maintaining focus of attention on the teacher through teacher movement.

➤ ***Specific techniques in mathematics include:***

- 1) Utilization of multi-sensory strategies for computational tables (e.g. tactile, kinesthetic finger writing, visualization techniques, color coding of the tables, kinesthetic air writing);
- 2) Circling all operational signs before working the problem;
- 3) Checking strategies;
- 4) Utilization of graph-blocked paper for all mathematics work, including homework and tests;
- 5) Blank space graph paper for students with pacing/overlap problems;
- 6) Strategies for word/story problems.

➤ ***Specific multi-sensory strategies in language, reading, and spelling include:***

- 1) Finger tracing of spelling words or vocabulary words on felt/velvet boards;
- 2) Standing, closed-bee, visualization drills for spelling/vocabulary words;
- 3) Standing oral recitation drills for spelling and or vocabulary words;
- 4) Grammar lines (using students and illustrated cards to teach basic grammar concepts, beginning with noun-verb constructs, then progressing systematically

- through adjectives, adverbs, pronouns, prepositions; conjunctions, and interjections, in this order);
- 5) Syntax lines (using students and illustrated cards to form complete sentences and illustrate appropriate word order and sentence construction);
 - 6) Oral imitative reading (teacher reads a passage to the entire class or reading group, then, using an over-head projector or blackboard, the class group reads the passage).

➤ **Handwriting acquisition:**

- 1) The brain processes of writing and reading are automatically distinct. It is not necessary to be able to write in cursive to read cursive.
- 2) Acquisition of handwriting skills is kinesthetic and tactile, not primarily visual in nature.
- 3) Allow students to use the method which suits them best, either cursive or manuscript.
- 4) Teach keyboarding.

2. Modification of Assignments:

- Break assignments into smaller units, and check completed work frequently.
- Encourage accuracy and completion and discourage impulsive and hasty work habits.
- Adapt work sheets so that less material is on each page.
- Give the student extra time to work on assignments.
- Modify daily written assignments by asking student to write a detailed outline about subject rather than an extensive essay.
- Allow older students to complete assignments with a word processor rather than by hand.
- Alternate types of assignments to help maintain attention.

3. Organizational Strategies:

- Help the student organize his/her homework assignments into a notebook (preferably a three ring binder with three pocket folders). The three ring binder folders could be labeled: “Work to be done”, “Completed work”, and “Papers to save.”
- Have an organizational period at the beginning of each class session:
 - 1) Check for proper materials, books, etc.
 - 2) Check that each student has necessary paper and writing utensils.
 - 3) Discuss goals and objectives for that class period with approximate time for each.
- Post daily schedule with color-coding by subject area or activity.
- Assign all homework at the beginning of the period, immediately after the organizational time.
- End all class periods or sessions with a brief reminder of any assignments, homework, tests scheduled, or materials needed for the next day. Take the last minute or two of each period for this activity.

4. Evaluations and Testing:

- Give regular and specific feedback to the student about his or her work. Focus on success, concepts learning, and application.

- Modify testing to determine the student's mastery of content. Allow the student to demonstrate knowledge in ways other than by written tests such as discussion, presentations, and special projects.

5. *Environmental Structuring:*

- Place the at-risk student in the least distracting location in the classroom. The student should also sit near students who will model on-task behavior and not reinforce inappropriate conduct.
- Furnish the student with a place to work away from the group when independent seatwork is required. Since many at-risk students are highly self-distracted, they must be monitored closely.
- Provide as much structure, predictability, and regularity as possible; set strong, consistent limits.
- Structure or build in opportunities for the student to move around the classroom.
- Limit visual distractions in the classroom within the student's visual field.
- Limit auditory distractions in the classroom:
 - 1) No pencil sharpening during class periods.
 - 2) No timers, except digital ones.
 - 3) Use of low-level background music during seat work.
- Placement/arrangement of desks:
 - 1) Face desks away from windows and hall doors.
 - 2) Face student desks away from one another unless conversation and discussion is desired (vertical rows, not circles, semicircles, etc.)

- 3) Face student desks toward one another during discussion periods.
- 4) Move student desks one arm or leg length away from one another except during cooperative learning situations, etc.

➤ Placement of the at-risk student in the classroom:

- 1) Placements in the far back of the room are generally ineffective and frequently worsen behavioral problems.
- 2) Placements nearest the teacher's desk are effective only if the teacher does not allow students to come back and forth to his/her desk during the class day.
- 3) Placements near the middle of the room surrounded by hard-working students of the opposite sex are usually most effective.
- 4) Never assign the at-risk student to a specific seat unless all students in the class have an assigned seat.

6. Behavior Management and Cognitive-Behavioral Approaches:

- The student must be involved in helping himself. Through counseling, he or she can learn to identify and monitor actions and use "self-talk" as a method for controlling feelings and behavior.
- Parents can also be trained to instruct their at-risk child in the use of productive thinking to cope with problems.
- The construction of a home and school environment that is encouraging and keeps the at-risk student highly motivated is essential.
- Use positive and negative consequences together, and make sure the student clearly understands what they are and upon what behavior they depend.

- Provide prompt and frequent positive reinforcement for desired behavior, including on-task behavior.
- For inappropriate behavior, use mild reprimands and logical consequences, such as time-out from the group.
- Many at-risk students respond well to a “daily goal-card” system. Parents, teachers, and students develop behaviors or tasks that the student needs to improve.

Teach and encourage the student to self-monitor assignments. Have the student use positive self-talk and monitor activity and progress at set times. Help the student to “stop, look, and think” by having him or her define a task, specify the steps, and evaluate possible outcomes.



Internet Sites with Additional Resources & Suggestions:

Rethinking Learning for Students At-Risk:

<http://www.ncrel.org/sdrs/areas/issues/students/atrisk/at700.htm>

Building on Prior Knowledge:

<http://www.ncrel.org/sdrs/areas/issues/students/learning/lr100.htm>

Teaching Strategies and Disciplinary Resources:

<http://www.crlt.umich.edu/tstrategies/teachings.html>

Inclusive Teaching:

<http://www.indiana.edu/~icy/divtips.html>

<http://depts.washington.edu/cidrweb/inclusive/strategies.html>

<http://ctl.unc.edu/tfi2.html>

Effective Classroom Practices:

<http://www.cast.org/ncac/EffectiveClassroomPractices2874.cfm>

http://www.icponline.org/feature_articles/f8_99.htm



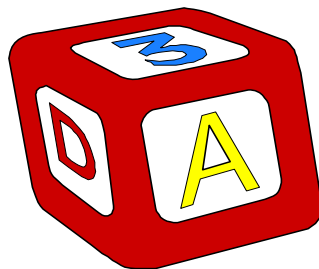
DISTRICT

PROGRAMS AND SERVICES



EARLY CHILDHOOD PROGRAMS (0-SCHOOL AGE)

These programs are designed to meet the unique needs of children from birth through age five. Information on effective parenting and child development is an integral part of these early childhood programs. Studies suggest that children learn more during the preschool years than at any other time in life, so parents have an important role as a child's first teacher.



Early Childhood Special Education

c/o Assistant Director of Early Childhood Special Education: Peggy Mitchell
639 W. Chestnut Expressway
Springfield, MO 65802
Phone Number: 523-7700
Fax Number: 523-7595

Program: Early Childhood Special Education provides services to eligible children ages 3-5 experiencing developmental delays as measured by appropriate diagnostic instruments and procedures in one or more of the following areas: cognitive development, communication development, physical development, social or emotional development, or adaptive development and who need special education and related services. Eligibility follows state guidelines. Special education services are provided in accordance with an Individualized Education Program (IEP) as needed and determined by the IEP team.

Referral Procedure: Referral for Early Childhood Special Education may be made by parents. Children may also be referred through Parent as Teachers, Head Start Programs, First Steps Programs, and other agencies. There is a referral process in place which looks at prior interventions the child has experienced or been provided.

Jumpstart

Fifth Quarter Summer Programs
940 N. Jefferson
Springfield, MO 65802
Phone Number: 417-523-0069
Fax Number: 523-0195

Program: This is a summer program designed to prepare incoming Kindergartners with the knowledge and skills they will need to be successful in Kindergarten. The curriculum for this course focuses on developmentally appropriate practices for these students. Enrollment per class is limited to 15 students. The child must turn five before August 1st and must be scheduled through Parents as Teachers for screening before the class begins.

Parents as Teachers – High Needs Families

c/o Missy Riley
1423 West Atlantic
Springfield, MO 65803
Phone Number: 523-1160
Fax Number: 523-1199

Program: Families with a child age 0 – Kindergarten entrance with any of the following characteristics (established by the state) may receive the additional support of up to 20 extra visits per year by a Parent as Teachers educator:

- Teen parents
- Child and/or parents with disability
- Low educational attainment
- English as a second language
- Single parent household
- Chemical dependence
- Foster parents, court-appointed legal guardians, or adoptive parents
- Numerous family relocations and/or homeless
- Involvement with the correctional system
- Involvement with mental health or social service agencies
- Relatives involved with care of child
- Low income
- Low birth weight
- Death in immediate family
- On-going health problem of child, parent, or sibling
- Child with serious behavior concerns
- Suspected/confirmed child abuse
- Multiple children under age 5
- Military families

Parents as Teachers: This program is designed to assist parents in promoting children's learning when early brain development is critical, so children can come to Kindergarten ready to be successful. Educators meet with families in their homes beginning prenatally and remaining with the family until the child enters Kindergarten. Each child receives an annual developmental, vision and hearing screening.

Teen Parent Program: This program is designed to assist teens in completing their own education and to promote effective parenting practices and early learning for the children of teens. Personal visits, monthly group meetings, and limited childcare are provided.

Developmental Screenings are also provided for children ages 1,2,3,4 and incoming Kindergartners in the following areas: language, motor skills, cognition (thinking), social (through parent report), hearing and vision. Screenings are offered as part of a home visit, and by appointment at Doling Elementary School.

Parents as Teachers and screening services are available to all families with children ages Birth – Kindergarten entry.

Summer Pals

c/o Lenae Lazzelle, M.Ed.
934 S. Kimbrough
Springfield, MO 65806
Phone Number: 523-3300
Fax Number: 523-3395

Program: Students in pre-Kindergarten and Grade One can qualify for this accelerated and enrichment summer program for advanced learners. The program, co-sponsored with Drury University, is offered at selected sites.

Referral Procedure: Parents must provide an application, a checklist, and approval.

Wonder Years

c/o Missy Riley
2757 E. Division
Springfield, MO 65803
Phone Number: 523-1300
Fax Number: 523-1395

Program: Wonder Years is a developmental program for four year olds designed to meet the needs of these preschoolers and their parents as they prepare for Kindergarten. This service is available to all families that live within a Springfield Public Schools attendance area, based upon screening scores.

Referral Process: The first step for qualification is Parents as Teachers (P.A.T.) screening. Eligible students must be four years old by August 1.

ELEMENTARY EDUCATION PROGRAMS (K-5)



Studies indicate that by the Third Grade the pattern of student successes or failures in school either positively or negatively affect their entire school career. This suggests that the elementary school years are the foundation for future student success in school. The intent of this section is to provide a listing of school district interventions and services available to at-risk students in grades Kindergarten through Fifth.

BRIDGES Program

c/o Lenae Lazzelle, M. Ed.
934 S. Kimbrough
Springfield, MO 65806
Phone Number: 523-3300
Fax Number: 523-3395

Program: The BRIDGES program provides direct service to gifted students identified using non-traditional of identification and evaluation. These gifted students are often from underrepresented populations and must attend a Title I school. Students in grades 2-5 attend BRIDGES one day a week at Weller Elementary.

Referral Procedure: Students must attain a qualifying score on a recognized intelligence test and must be referred by parents and/or teachers. Students are then evaluated using program criteria.

Caring Communities

c/o Janet Dankert
330 N. Jefferson Avenue
Springfield, MO 65806
Phone Number: 888-2020
Fax Number: 888-2322
Email: jdankert@commpartnership.org

Program: Caring Communities is an initiative of Community Partnership of the Ozarks. This state funded initiative is designed to leverage dollars at the local level while facilitating strategies that effectively support families and children and build safe, strong neighborhoods.

To do this, we focus on seven core results:

- Parents Working
- Children and Families Safe
- Young Children Ready to Enter School
- Children Succeeding in School
- Children and Families Healthy
- Youth Ready to Enter Productive Adulthood
- Strong, Thriving Neighborhoods

Caring Communities is active in the neighborhoods of elementary schools that feed into Pipkin, Reed and Study Middle Schools. We also serve the Shady Dell Early Childhood Center.

Contact Information:

Pipkin Middle School

Danell McCoy-Vaughan, Community Development Specialist, 888-2020, ext. 121
dnvaughan@spsmail.org

Reed Middle School

Sheri Campbell, Community Development Specialist, 523-6251,
scampbell@spsmail.org

Study Middle School

Sheri Campbell, Community Development Specialist, 523-6251,
scampbell@spsmail.org

Bissett Elementary

Pauletta Dunn, Community Development Specialist, 888-2020, ext. 139
pdunn@spsmail.org

Boyd Elementary

Danell McCoy-Vaughan, Community Development Specialist, 888-2020, ext. 121
dnvaughan@spsmail.org

Bowerman Elementary

Pauletta Dunn, Community Development Specialist, 888-2020, ext. 139
pdunn@spsmail.org

Campbell Elementary

Lisa Taylor, Community Development Specialist, 523-5785
ltaylor@spsmail.org

McGregor Elementary

Lisa Taylor, Community Development Specialist, 523-5785
ltaylor@spsmail.org

Brooke Ash, Community Social Worker, 523-6586
bash@spsmail.org

Portland Elementary

Pauletta Dunn, Community Development Specialist, 888-2020, ext. 139
pdunn@spsmail.org

Robberson Elementary

LeeAnn Camey, Community Development Specialist, 523-1800
lcamey@spsmail.org

Brooke Ash, Community Social Worker, 523-6586
bash@spsmail.org

Watkins Elementary

Danell McCoy-Vaughan, Community Development Specialist, 888-2020, ext. 121
dnvaughan@spsmail.org

Weaver Elementary

Pauletta Dunn, Community Development Specialist, 888-2020, ext. 139

pdunn@spsmail.org

Weller Elementary

Judy Cross, Community Development Specialist, 888-2020, ext. 116

icross@spsmail.org

Westport Elementary

LeeAnn Camey, Community Development Specialist, 523-1800

lcamey@spsmail.org

Williams Elementary

LeeAnn Camey, Community Development Specialist, 523-1800

lcamey@spsmail.org

Brooke Ash, Community Social Worker, 523-6586

bash@spsmail.org

York Elementary

Judy Cross, Community Development Specialist, 888-2020, ext. 116

icross@spsmail.org

Shady Dell Early Childhood Center

LeeAnn Camey, Community Development Specialist, 523-1800

lcamey@spsmail.org

Early Literacy: Springfield Model

c/o Brian Hubbard

1423 W. Atlantic

Springfield, MO 65803

Phone Number: 523-1120

Fax Number: 523-1139

Program: Early Literacy: Springfield Model is an intensive accelerated research based reading program designed for a small group of five. The program targets Kindergarten through Second Grade using a multi-criteria process. This program is offered at Title I elementary sites.

Referral Procedure: Classroom teachers and reading specialists collaborate to identify students who are reading significantly below grade level.

Elementary Suspension Program (ESP)

c/o Justin Dickenson
Nicole Welch
911 E. Division
Springfield, Missouri 65802
Phone Number: 895-2119
Fax Number 895-2119

Program: This program was devised for SPS students in grades K-5 who are on out-of-school suspension.

Referral Procedure: Building administration

Extended Learning Program (ELP)

c/o Dr. Nate Quinn
940 N. Jefferson
Springfield, MO 65802
Phone Number: 523-0064
Fax Number: 523-0099

Program: The Extended Learning Program supports students who are significantly below grade level in reading and/or math with structured interventions throughout the school year. Specifically trained tutors or teachers provide interventions after-school and during summer school for referred students.

Referral Procedure: Students are identified for this program by classroom teacher referrals and individual assessment.

Health Screening Program

c/o Jean Grabeel, R.N.,M.Ed.
Offices – Doling, 1425 W. Atlantic St.
Mailing Address – Kraft Administrative Center
940 N. Jefferson
Springfield, MO 65802
Phone Number: 523-1630
Fax Number: 523-1695

Program: The mission of Health Services for Springfield Public Schools is to assist students to achieve academically and socially in the school environment through health and wellness promotion. The school nurse strengthens and facilitates the educational process by identifying, modifying or removing health-related barriers to learning. Services include the following: appropriate assessment, planning, intervention, evaluation, management, and/or referral activities; providing a direct link between physicians, families and community agencies to assure access and continuity of health care of students; and providing relevant instruction, counseling, and guidance to students, parents, staff, and others concerning health related issues. All students in grades K, 1, 3, and 5 are screened annually for height/weight, blood

pressure, vision, hearing and dental. New students enrolled in the district, referrals by teachers or parents, and students being considered for initial or re-evaluation for special education services, are also screened. School nurses provide referrals to appropriate community resources for students who have need of financial assistance for remediation of a health problem identified by the screening.

LEP/ESL/ESOL

c/o Jeannine Causey
Special Education Assessment Center
Springfield, MO 65802
Phone Number: 523-7500
Fax Number: 523-7595

Program: Students enrolled in the District who speak a language other than English, or who have a family that speaks a language other than English, may be referred for evaluation for English for Speakers of Other Languages (ESOL) services. The District has an itinerant ESOL teacher/assessment coordinator based at Doling who evaluates such students. The District maintains five site-based ESOL programs, at Harrison Elementary, Bissett Elementary, McGregor Elementary, Hickory Hills Middle School, and Central High School. In addition, the District has one itinerant teacher who provides services at all middle and high school buildings in the District for those students who do not require placement at one of the site-based programs.

Referral Procedure:

- Student referred by counselor, teacher, principal, nurse, staff, or parent.
- School principal contacts the itinerant ESOL teacher.
- Student assessed with a standardized test measuring ability in speaking, reading, and writing English.
- Conference with student and parent, and decision made concerning placement.

Literacy Intervention

c/o Brian Hubbard
1423 W. Atlantic
Springfield, MO 65803
Phone Number: 523-1120
Fax Number: 523-1139

Program: Literacy Intervention is an intensive, accelerated, research-based program designed for small groups of five to seven. The program targets students in First through Eighth Grade. This program is offered at Title I sites.

Referral Procedure: Using a multi-criteria process, classroom teachers and reading specialists collaborate to identify students who are reading significantly below grade level.

Math Intervention

c/o Brian Hubbard
1423 W. Atlantic
Springfield, MO 65803
Phone Number: 523-1120
Fax Number: 523-1139

Program: Resource teachers at Title I elementary sites provide researched-based intervention for students not performing at expected classroom levels in math for Grades K-8.

Referral Procedure: Classroom teachers and math specialists use a multi-criteria process, which includes classroom performance and achievement test scores to refer students to the program.

Office of Cultural Diversity

c/o Dr. Nate Quinn
940 N. Jefferson, Room 307
Springfield, MO 65802
Phone Number: 523-0064
Fax Number: 523-0099

Program: The district has taken a positive stand in recognizing diversity as strength in our community. Curriculum requirement will reflect this along with professional development activities designed for the personnel of the District (MSIP 7.6). The Office of Cultural Diversity consists of the Coordinator of Cultural Diversity and a Cultural Diversity Specialist. The staff in the Office of Cultural Diversity will serve as student advocates for underrepresented populations of students within the district through the following activities:

- Assisting parents and students in communication with school personnel.
- Providing school information to underrepresented populations of students and/or their parents on request.
- Providing referrals, where appropriate.
- Communicating with the schools on the student's behalf when needed and warranted.
- Promoting educational success of underrepresented students.
- Increasing successful parent involvement in the educational lives of their children.
- Assisting in providing translators for parents of students who do not speak English as a second language.

Referral Procedure: Students and/or families may be referred by classroom teachers, counselors, principals, other staff members or by self-referral.

PALS – Positive Alternatives for Learning Success

c/o Justin Dickenson
Nicole Welch
911 E. Division
Springfield, MO 65802
Phone Number: 895-2119
Fax Number: 895-2119

Program: Positive Alternatives for Learning Success (PALS) provides an educational setting that addresses the academic and personal needs of struggling learners in grades K – 5 through differentiated learning opportunities.

Referral Procedure: Referrals are made through elementary building principals.

Prime Time

c/o Ashley Dewitt
417 S. Jefferson
Springfield, MO 65806
Phone Number: 862-7456
Fax Number: 862-4004

Program: The School District and the Ozarks Regional YMCA sponsor Prime Time jointly. It provides before-and/or after-school childcare for a fee.

Referral Procedure: For further information about the availability of this service, contact your local school principal or the Ozarks Regional YMCA.

Summer Pals

c/o Lenae Lazzelle, M. Ed.
934 S. Kimbrough
Springfield, MO 65806
Phone Number: 523-3300
Fax Number: 523-3395

Program: Students in pre-Kindergarten and Grade One can qualify for this accelerated and enrichment summer program for advanced learners. The program, co-sponsored with Drury University, is offered at selected sites.

Referral Procedure: Parents must provide an application, a checklist, and approval.

Summer Quest

c/o Lenae Lazzelle, M. Ed.
934 S. Kimbrough
Springfield, MO 65806
Phone Number: 523-3300
Fax Number: 523-3395

Program: Summer Quest is an accelerated and enrichment summer program for academically gifted students in Grades 2-5. This program, co-sponsored by Drury University, is offered at selected sites.

Referral Procedure: Students must attain a State qualifying score on intelligence and achievement tests and must have a parent application.

Summer School Programs

Fifth Quarter Summer Programs
940 N. Jefferson
Springfield, MO 65802
Phone Number: 523-0069
Fax Number: 523-0195

Program: The Springfield Public School District offers a host of summer school programs for elementary students. These high-interest courses are designed for both student intervention and enrichment purposes. Registration for Summer School programs begins in early April. All courses have a class size limit and fill quickly; therefore, early registration is suggested.

Title I Parent-Involvement Coordinator

c/o Pat Renner, BS in Ed.
1423 W. Atlantic
Springfield, MO 65803
Phone Number: 523-1128
Fax Number: 523-1139

Program: The Parent-Involvement Program provides support to parents. The staff links Title I families with identified needs to agencies that supply needed services.

Title I Parent-Resource Center (PRC)

c/o Pat Renner, BS in Ed.
1423 W. Atlantic
Springfield, MO 65803
Phone Number: 523-1128
Fax Number: 523-1139

Program: The PRC is located in the Doling Building, at 1423 W. Atlantic. The Center supports workshops and offers materials for Title I parents who want suggestions for working with their child in their own home. Title I parents are invited to call the PRC or check with their child's elementary school to get further information.

Title I Reading Recovery

c/o Shelly Shaver, Teacher Leader
Reading Recovery Center
1423 W. Atlantic
Springfield, MO 65803
Phone Number: 523-1138
Fax Number: 523-1139

Program: Reading Recovery is an early reading intervention program for First Grade students. This service is offered at Title I elementary sites.

Referral Procedure: Students are identified for this program by a multi-criteria process which includes classroom teacher referrals and individual assessment.

WINGS Program

c/o Lenae Lazzelle, M. Ed.
934 S. Kimbrough
Springfield, MO 65806
Phone Number: 523-3300
Fax Number: 523-3395

Program: WINGS is an educational program designed for academically gifted students in Grades 1-8 who reside in the Springfield Public School District. This program is offered one day a week at the Phelps Center for Gifted Education.

Referral Procedure: Students must attain a qualifying score on a recognized intelligence test and must be referred by parents and/or teachers.

SECONDARY EDUCATION PROGRAMS



High School and Middle School educators face the difficult task of dealing with at-risk students who have often been unsuccessful in traditional educational settings. This requires creative and innovative school and classroom structures. These techniques must be employed to ensure that our district produces students that are well-educated and productive members of society. The section that follows contains a listing and brief summary of the Middle and High School interventions for at-risk students in 6-12 Grades.

A.C.E. Alternative-Community Education

c/o Cathy Clark
1518 E. Dale
Springfield, MO 65803
Phone Number: 523-4200
Fax Number: 523-4295

Program: This program was devised for Springfield Public School students in Grades 6-12 who are on short-term suspension (10 days or less).

Referral Procedure: Building administration and/or juvenile authorities refer students.

AIMS - Alternative Intervention Middle School

c/o Cathy Clark
1518 E. Dale
Springfield, Missouri 65803
Phone Number: 523-4200
Fax Number: 523-4295

Program: The Alternative Intervention Middle School is designed to address the academic, social and behavioral needs of students in Grades 6-8. The goals of the program are to build self-esteem, work to improve social skills and to improve academic performance through a variety of instructional strategies. Students are received into the program through administrative referral based on deficits in reading and math plus behavioral concerns. This program is located at the Pepperdine building on Dale Street.

Referral Procedure: Building Administrators

Bailey Alternative High School

c/o Justin Dickenson
501 W. Central
Springfield, MO 65802
Phone Number: 523-2700
Fax Number: 523-2795

Program: Bailey provides an educational setting to address the academic and personal needs of students who have failed in, or have been failed by the traditional educational system. The goals of the program are to help students build self-esteem and acquire the necessary knowledge and skills to be successful and responsible members of society. Any student experiencing problems that could lead to failure may be a candidate for Bailey and may make contact with his/her counselor.

Referral Procedure: Counselors from the five high schools provide information to students about Bailey and provide information about those students to Bailey.

Caring Communities

c/o Janet Dankert
330 N. Jefferson Avenue
Springfield, MO 65806
Phone Number: 888-2020
Fax Number: 888-2322
Email: jdankert@commpartnership.org

Program: Caring Communities is an initiative of Community Partnership of the Ozarks. This state funded initiative is designed to leverage dollars at the local level while facilitating strategies that effectively support families and children and build safe, strong neighborhoods.

To do this, we focus on seven core results:

- Parents Working
- Children and Families Safe
- Young Children Ready to Enter School
- Children Succeeding in School
- Children and Families Healthy
- Youth Ready to Enter Productive Adulthood
- Strong, Thriving Neighborhoods

Caring Communities is active in the neighborhoods of elementary schools that feed into Pipkin, Reed and Study Middle Schools.

Contact Information:

Pipkin Middle School

Danell McCoy-Vaughan, Community Development Specialist, 888-2020, ext. 121
dnvaughan@spsmail.org

Reed Middle School

Sheri Campbell, Community Development Specialist, 523-6200,
scampbell@spsmail.org

Study Middle School

Sheri Campbell, Community Development Specialist, 523-6200,
scampbell@spsmail.org

Bissett Elementary

Pauletta Dunn, Community Development Specialist, 888-2020, ext. 139
pdunn@spsmail.org

Boyd Elementary

Danell McCoy-Vaughan, Community Development Specialist, 888-2020, ext 121
dnvaughan@spsmail.org

Bowerman Elementary

Pauletta Dunn, Community Development Specialist, 888-2020, ext. 139
pdunn@spsmail.org

Campbell Elementary

Lisa Taylor, Community Development Specialist, 523-5785

ltaylor@spsmail.org

McGregor Elementary

Lisa Taylor, Community Development Specialist, 523-5785

ltaylor@spsmail.org

Brooke Ash, Community Social Worker, 523-6586

bash@spsmail.org

Portland Elementary

Ann Chambers, Neighborhood/School Organizer, ext.131

achambers@spsmail.org

Robberson Elementary

LeeAnn Camey, Community Development Specialist, 523-1800

lcamey@spsmail.org

Brooke Ash, Community Social Worker, 523-6586

bash@spsmail.org

Watkins Elementary

Danell McCoy-Vaughan, Community Development Specialist, 888-2020, ext 121

dnvaughan@spsmail.org

Weaver Elementary

Pauletta Dunn, Community Development Specialist, 888-2020, ext. 139

pdunn@spsmail.org

Weller Elementary

Judy Cross, Community Development Specialist, 888-2020, ext. 116

jcross@spsmail.org

Westport Elementary

Judy Cross, Community Development Specialist, 888-2020, ext. 116

jcross@spsmail.org

Williams Elementary

LeeAnn Camey, Community Development Specialist, 523-1800

lcamey@spsmail.org

Brooke Ash, Community Social Worker, 523-6586

bash@spsmail.org

York Elementary

Judy Cross, Community Development Specialist, 888-2020, ext. 116

jcross@spsmail.org

Shady Dell Early Childhood Center

LeeAnn Camey, Community Development Specialist, 523-1800

lcamey@spsmail.org

Credit Recovery

Offered at Each High School

Program: Credit Recovery is an intervention offered to students who have previously taken a course but failed to earn a passing grade. The Credit Recovery class is designed to meet the academic and personal needs of students who have become disconnected from school due to academic failure, personal, social, and/or economic struggles. By addressing the Major Instructional Goals of specific approved courses through individualized instruction, the Credit Recovery class provides students with an opportunity to master the necessary knowledge, skills, and abilities of the course and “recover” credit needed for graduation.

Eligibility/selection criteria: Students who have fallen behind their cohort groups and who are at risk of non-completion of graduation requirements because of academic failure are eligible to make application for the program. Continuation in the program requires regular and punctual attendance as well as appropriate effort and participation.

Referral Procedure: Classroom teachers, counselors, assistant principals, parents, or the students themselves may refer students to the program. Interested students should contact their high school counselors.

Drury Leadership Academy (DLA)
(See “Leadership Academy”)

GED Option Program
(See “Missouri Option Program”)

Guiding Good Choices

c/o Lindy Pierce
Community Partnership of the Ozarks
330 N. Jefferson
Springfield, MO 65806
Phone Number: 888-2020
Fax Number: 888-2322

Program: Guiding Good Choices program seeks to reduce the occurrence of substance abuse among teens by teaching parents effective family management and communication skills before their children enter adolescence. The program is for parents and is conducted through a series of evening workshops. This program is conducted by Community Partnership if funding is available.

Referral Procedure: Call contact number above.

International Baccalaureate Pre-Diploma and Diploma Program

c/o TBD
International Baccalaureate Office
Central High School
423 E. Central
Springfield, MO 65802
Phone Number: 523-9605
Fax Number: 523-9609

Program: Pre-Diploma, (Grades 9-10) and IB (Grades 11-12) students take rigorous honors courses specifically designed to meet the examination requirements set by the International Baccalaureate Organization, headquartered in Geneva, Switzerland. The IB curriculum benefits are immense: college/university preparation, possible advanced placement and/or scholarships. The Pre-Diploma and IB Programs are open to all qualified Springfield Public School students who wish to transfer to Central High School.

Referral Procedure: Students gain admission into the Pre-Diploma program through a selection process that takes place in December of the 8th grade year. The selection criteria include scores from the 8th grade EXPLORE and MAP, teacher recommendations, and current grades. Students not selected to begin this program as freshmen are invited to re-apply December of their 9th grade year for admission as sophomores.

LEP/ESL/ESOL

c/o Jeannine Causey
Special Education Assessment Center
Springfield, MO 65802
Phone Number: 523-7500
Fax Number: 523-7595

Program: Students enrolled in the District who speak a language other than English, or who have a family that speaks a language other than English, may be referred for evaluation for English for Speakers of Other Languages (ESOL) services. The District has an itinerant ESOL teacher/assessment coordinator based at Doling who evaluates such students. The District maintains five site-based ESOL programs, at Harrison Elementary, Bissett Elementary, McGregor Elementary, Hickory Hills Middle School, and Central High School. In addition, the District has one itinerant teacher who provides services at all middle and high school buildings in the District for those students who do not require placement at one of the site-based programs.

Referral Procedure:

- Student referred by counselor, teacher, principal, nurse, staff, or parent.
- School principal contacts the itinerant ESOL teacher.
- Student assessed with a standardized test measuring ability in speaking, reading, and writing English.
- Conference with student and parent, and decision made concerning placement.

Leadership Academy (DLA)

c/o Lenae Lazzelle, M. Ed.
934 S. Kimbrough
Springfield, MO 65806
Phone Number: 523-3300
Fax Number: 523-3395

Program: This intensive two-week program for high achieving college-bound students in Grades 9-11, provides strong preparation for college classes in a supportive environment. Students must have a GPA of 3.0 and a written recommendation. This program is offered at Drury University.

Referral Procedure: A parent and/or teacher application must also be submitted.

Middle College Program

c/o Justin Dickenson—SPS
Dr. LaRaine Bauer—OTC
OTC Campus
Springfield, Mo. 65802
Phone Number: 447-6908
Fax Number 447-6979

Program: This program is a partnership between Springfield Public Schools and OTC. Students will pursue education and career goals while gaining work experience and income. At the completion of the program, students will receive a high school diploma, college credit and paid related work experience. The design of the program is to provide wrap-around support to at-risk students through high school, college and community services.

Referral Procedure: High School Counselors

Middle Years Scholars Program (MYSP)

c/o Lenae Lazzelle, M. Ed.
934 S. Kimbrough
Springfield, MO 65806
Phone Number: 523-3300
Fax Number: 523-3395

Program: This program provides accelerated learning in a high school classroom setting for selected gifted students in Grades 6, 7, and 8. Students are selected based on a series of qualifying scores on a selected intelligence test, and academic performance. The program is offered at Central High School.

Referral Procedure: Parent application is necessary.

Missouri Option Program

c/o Dr. Justin Herrell
940 N. Jefferson
Springfield, MO 65802
Phone Number: 523-0062
Fax Number: 523-0043

Program: This program provides an alternative means of earning a high school diploma for students who meet certain guidelines, as established by the Missouri Department of Elementary & Secondary Education and Springfield Public Schools. Students who meet the eligibility criteria may earn a high school diploma after receiving a passing score on the GED and completing other required components of the program.

Referral Procedure: Fifth year Seniors or second semester Seniors who are so far behind their cohort groups that earning the required credits for graduation in a reasonable time is not possible, may apply for the Missouri Option program by contacting their high school counselor.

Missouri Scholars Academy

c/o Lanae Lazzelle, M. Ed.
934 S. Kimbrough
Springfield, MO 65806
Phone Number: 523-3300
Fax Number: 523-3395

Program: Students in Grade 10 may qualify for this three-week summer program emphasizing enrichment and acceleration for rising high school juniors. This is offered at the University of Missouri-Columbia.

Referral Procedure: Students must have qualifying scores on SAT, ACT, or SCAT, a recognized Intelligence Test and a minimum GPA. A high school principal initiates the referral process.

Office of Cultural Diversity

c/o Dr. Nate Quinn
940 N. Jefferson, Room 307
Springfield, MO 65802
Phone Number: 523-0064
Fax Number: 523-0099

Program: The District has taken a positive stand in recognizing diversity as strength in our community. Curriculum requirements will reflect this along with professional development activities designed for the personnel of the District (MSIP 7.6). The Minority Affairs Liaison serves as a student advocate for minority students within the District through the following activities:

- Assisting parents and students in communicating with school personnel.
- Providing school information to minority students and/or their parents on request.
- Providing referrals, where appropriate.
- Communicating with the schools on the student's behalf when needed and warranted.
- Promoting the educational success of minority students.
- Increasing successful parent involvement in the educational lives of their children.
- Assisting in providing translators for parents of students who do not speak English as a second language.
- Providing cultural diversity training for staff and personnel of the district.
- Providing assistance to sponsors of extra curricular clubs that focus on multiculturalism or diversity within the group.

Peer Mediation

c/o Rhonda Mammen
Offices – Doling, 1425 W. Atlantic St.
Mailing Address – Kraft Administrative Center
940 N. Jefferson, Springfield, MO 65802
Phone Number: 523-0063
Fax Number: 523-1695
mammenr@spsmail.org

Program: Students, who become involved in a non-physical conflict, are given the opportunity for Peer Mediation. This process is designed to assist students by using a problem solving process to clarify the nature of the dispute and to reach a solution satisfactory to all disputants.

Referral Procedure:

- A referral can be made by contacting the counselor, administrator or PM sponsor at each secondary school.
- Disputants must be willing to participate in the confidential conflict mediation process.

School Nursery

c/o Stacy Bailey
Central High School
423 E. Central
Springfield, MO 65802
Phone Number: 523-9784
Fax Number: 523-9695

Program: This is a childcare service that is provided at Central High School when the parent meets full requirements.

Referral Process: Referrals are made through the Teen Parent Program, school nurse, or directly to School Nursery. (See pages 55 and 56)

SOLUTIONS Alternative Program

c/o Cathy Clark
1518 E. Dale
Springfield, MO 65803
Phone Number: 523-4200
Fax Number: 523-4295

Program: Springfield students in Grades 6-12 who are on long-term suspension or have been expelled from the Springfield Public Schools qualify for this program.

Referral Procedure: The hearing officer refers students; a parent/student interview is required.

Summerscape

c/o Lenae Lazzelle, M. Ed.

934 S. Kimbrough
Springfield, MO 65806
Phone Number: 523-3300
Fax Number: 523-3395

Program: Students in Grades 6, 7, and 8 may qualify for a summer program for academically gifted students. This program is offered at Drury University to students who attain a State qualifying score on intelligence and achievement tests.

Referral Procedure: Parent application is necessary.

Summer School Programs

Fifth Quarter Summer Programs
940 N. Jefferson
Springfield, MO 65802
Phone Number: 523-0069
Fax Number: 523-0195

Program: The Springfield Public School District offers a host of summer school programs for Middle and Secondary students. These high-interest courses are designed for both student intervention and enrichment purposes. Registration for Summer School programs begins in early April. All courses have a class size limit and fill quickly; therefore, early registration is suggested.

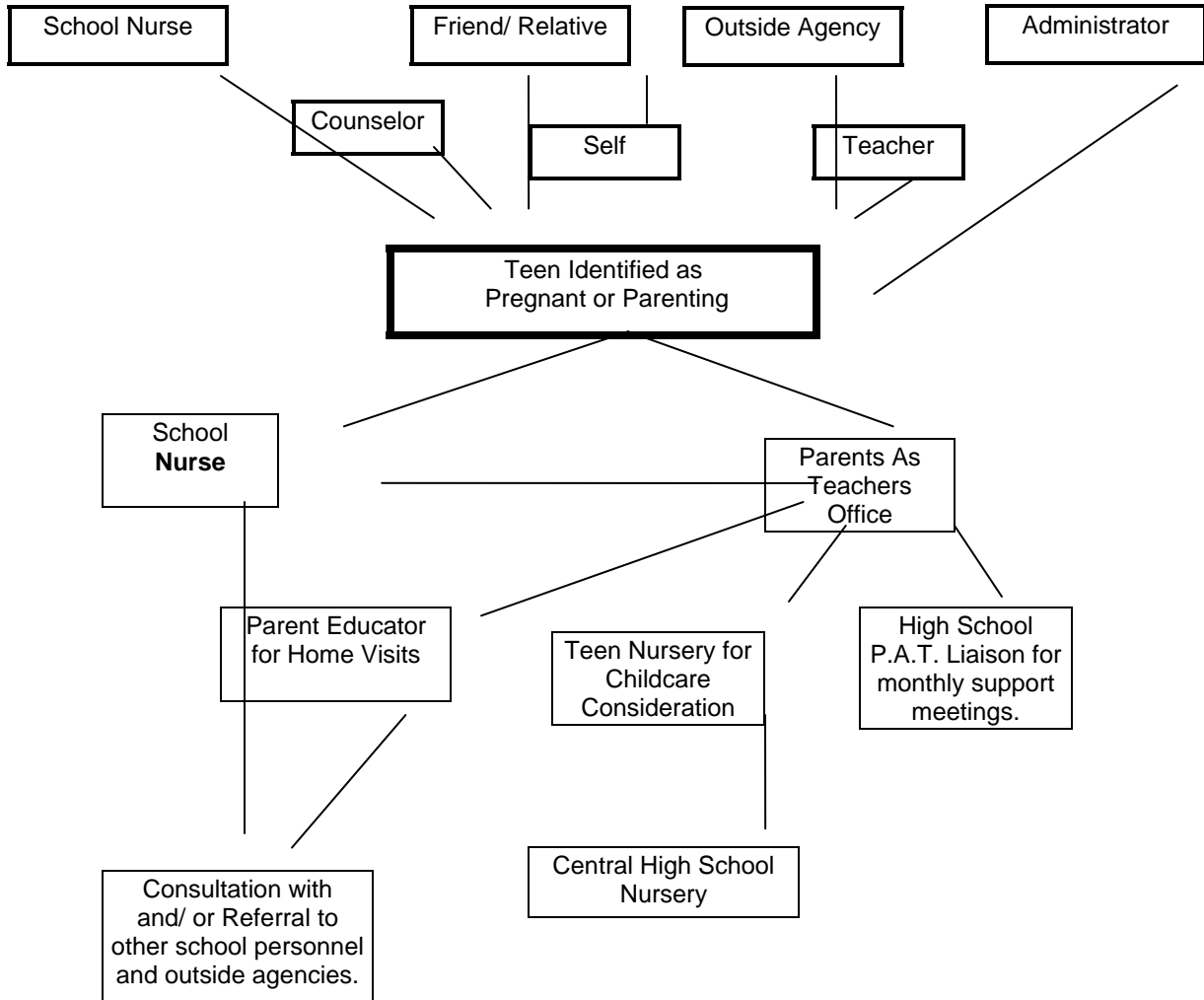
Teen Parent Program

c/o Missy Riley
1423 W. Atlantic
Springfield, MO 65803
Phone Number: 523-1160
Fax Number: 523-1199

Program: This program provides services for pregnant and parenting teens. The services include information on effective parenting and child development provided through personal home visits and teen monthly group meetings at each high school. Childcare services are available on a limited basis (Central High School and Bailey Alternative School). Childcare services are also available through Early Head Start.

Referral Procedure: The following page contains a flow chart of the referral process for the Teen Parent Program.

REFERRAL PROCESS TEEN PARENTS



- Expected Outcomes:**
1. Teen has healthy, normally developing child
 2. Teen completes high school education
 - becomes gainfully employed
 - pursues higher education

WINGS Program

c/o Lenae Lazzelle, M. Ed.

934 S. Kimbrough

Springfield, MO 65806

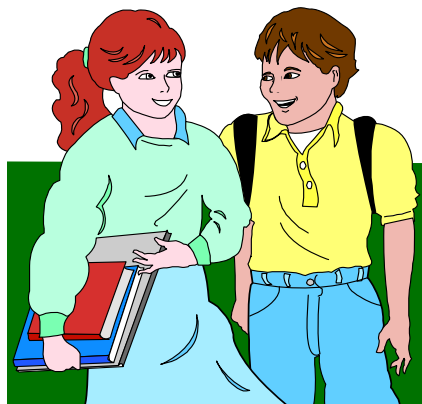
Phone Number: 523-3300

Fax Number: 523-3395

Program: WINGS is an educational program designed for academically gifted students in Grades 1-8 who reside in the Springfield Public School District. This program is offered one day a week at the Phelps Center for the Gifted Education.

Referral Process: Students must attain a qualifying score on a recognized intelligence test and must be referred by parents and/or teachers.

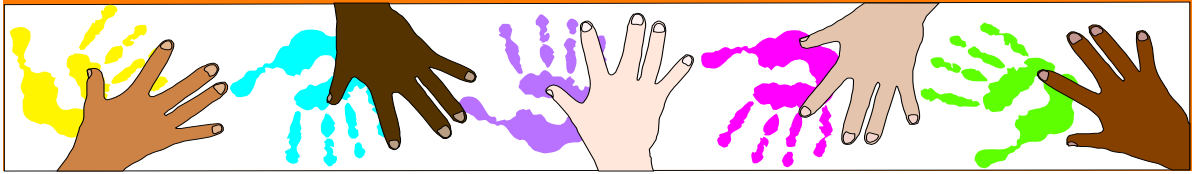
STUDENT ASSISTANCE TEAM



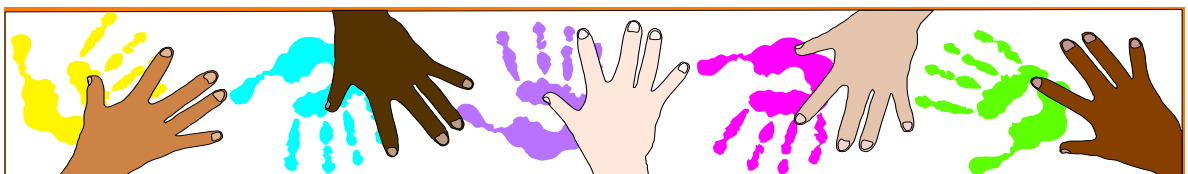
Student Assistance Team

c/o Rhonda Mammen
Offices – Doling, 1425 W. Atlantic St.
Mailing Address – Kraft Administrative Center
940 N. Jefferson
Springfield, MO 65802
Phone Number: 523-0063
Fax Number: 523-1695
rmammen@spsmail.org

Each secondary school in the District has the option of implementing a Student Assistance Team (S.A.T.). The team provides confidential, non-judgmental, early intervention to students who are exhibiting academic and/or behavioral problems. The site S.A.T. facilitator oversees the team; which may consist of an administrator, counselor, nurse, and teachers. The team provides a comprehensive examination of the student's academic and behavioral performance and makes recommendations for interventions. Parents and/or school staff may refer students to the S.A.T. by completing the Referral to the S.A.T. form and returning it to the site facilitator. A copy of this form is available in the school counselor's office.



DISTRICT SUPPORT SERVICES



Attendance Services

c/o Becky Morgan, M. Ed.,
Coordinator of Attendance, Homeless, and Migrant Services
Offices – Doling, 1425 W. Atlantic St.
Mailing Address – Kraft Administrative Center
940 N. Jefferson
Springfield, MO 65802
Phone Number: 523-0081
Fax Number: 523-1695
Email:bmorgan@spsmail.org

Program: Regular and punctual attendance is required of each student enrolled in the School District. School administrators and teachers are responsible for keeping and maintaining accurate records of student attendance. The District's Attendance Office staff consisting of the attendance coordinator and attendance advisors will assist schools, students, and families with prevention and intervention services when a student's attendance problem warrants a home visit, additional follow-up, and/or referral to the prosecutor's office, in compliance with district policy and the Missouri Compulsory School Attendance Law.

Referral Procedure: See Attendance Pyramid of Intervention on next page.

Other Services:

1. Bus Pass, Alarm Clock, School Supplies

- School personnel who identify a student/family in need of these items contact the school secretary.
- When school cannot provide these items, the school secretary can request assistance from the attendance advisor.

2. Family in Crisis (food, shelter, clothing, transportation, household needs, etc.):

- School personnel refer student/family in crisis to principal, nurse, counselor, or secretary/attendance clerk.
- When school cannot provide needed assistance to the family in crisis, refer family to the attendance advisor. The attendance advisor will work with the school personnel and family to match family needs with resources.

3. **Holiday Food Basket and Toys: District Program, "Share the Joy of the Holidays"**

- In November, principals receive an information packet about the procedures for "Share the Joy of the Holidays" from the attendance coordinator. Families will be referred to the Holiday Clearing Center to sign up for holiday food baskets and toys. School secretary has date, time and location during the month of November for family sign up.

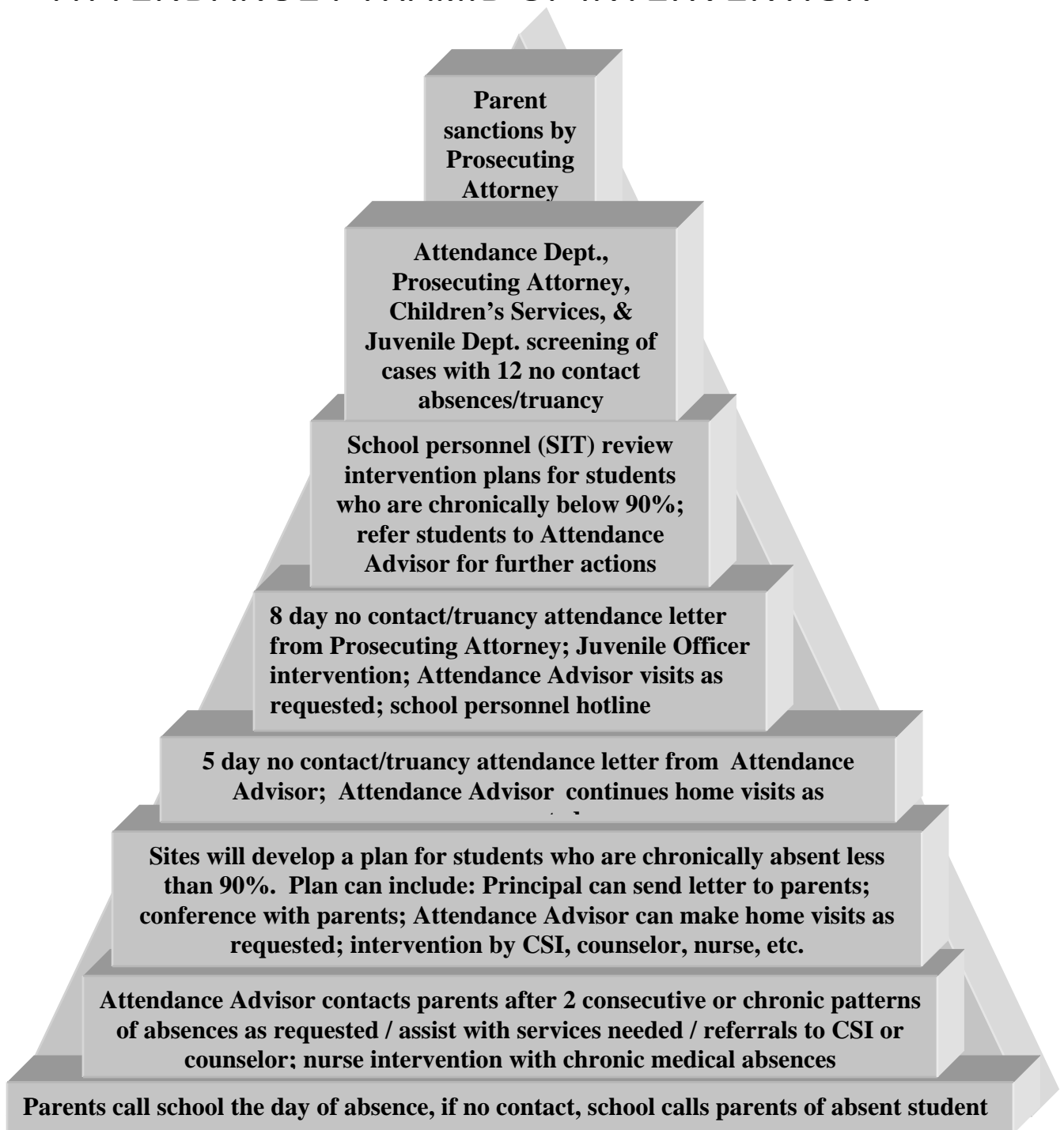
4. **Wake Up Call Referral (provided by Professional Answering Services)**

- When a student is chronically late due to family issues, school personnel refer the student to school secretary/attendance clerk for wake-up call service.
- Secretary/attendance clerk or the attendance advisor will obtain permission from the parents to start a wake-up call.
- When approved, secretary notifies the attendance advisor to make a referral to the wake-up service.

5. **North Springfield Betterment Association (NSBA) Attendance Program**

- Attendance incentive program for selected elementary schools.

SPRINGFIELD PUBLIC SCHOOLS ATTENDANCE PYRAMID OF INTERVENTION



Each high school has a Coordinator of Site Intervention (CSI). The Juvenile Department and Children Services has assigned staff to schools. They can be utilized for intervention with students and their families.

Clothing and Shoe Bank: Provided by PTA Council and Kiwanis Club Ozark Empire

c/o Becky Morgan, M. Ed.,
Coordinator of Attendance, Homeless, and Migrant Services
Offices – Doling, 1425 W. Atlantic St.
Mailing Address - Kraft Administrative Center
940 N. Jefferson
Springfield, MO 65802
Phone Number: 523-0081
Fax Number: 523-1695
Email:bmorgan@spsmail.org

Program: Used clothing and new shoes are available to enrolled students that qualify for free/reduced lunch program.

Referral Procedure:

- School personnel who identify a student's need for clothing or shoes notify the school secretary.
- The school secretary contacts parents about clothing and shoe bank vouchers. To qualify, students must be on free/reduced lunch program or show need due to emergency circumstances. The vouchers indicate location and time for families to go to the shoe and clothing banks.

Emergency Dental Assistance

c/o Jean Grabeel, R.N., M. Ed.
Offices – Doling, 1425 W. Atlantic St.
Mailing Address - Kraft Administrative Center
940 N. Jefferson
Springfield, MO 65802
Phone Number: 523-1630
Fax Number: 523-1695

Program: Emergency Dental Assistance

Referral Procedure: This program has been established for SPS in collaboration with the Jordan Valley Community Health Center. The school nurse will make direct referrals to Health Services for those students that do not already have a dental provider and are experiencing acute dental pain who would otherwise go to the emergency room for care.

LEP/ESL (ESOL)

c/o Jeannine Causey
Special Education Assessment Center
Springfield, MO 65802
Phone Number: 523-7500
Fax Number: 523-7595

Program: Students enrolled in the District who speak a language other than English, or who have a family that speaks a language other than English, may be referred for evaluation for English for Speakers of Other Languages (ESOL) services. The District has an itinerant ESOL teacher/assessment coordinator based at Doling who evaluates such students. The District maintains five site-based ESOL programs, at Harrison Elementary, Bissett Elementary, McGregor Elementary, Hickory Hills Middle School, and Central High School. In addition, the District has one itinerant teacher who provides services at all middle and high school buildings in the District for those students who do not require placement at one of the site-based programs.

Referral Procedure:

- Student referred by counselor, teacher, principal, nurse, staff, or parent.
- School principal contacts the itinerant ESOL teacher.
- Student assessed with a standardized test measuring ability in speaking, reading, and writing English.
- Conference with student and parent, and decision made concerning placement.

Guidance and Counseling Programs

c/o Rhonda Mammen
Offices – Doling, 1425 W. Atlantic St.
Mailing Address – Kraft Administrative Center
940 N. Jefferson
Springfield, MO 65802
Phone Number: 523-0063
Fax Number: 523-1695
rmammen@spsmail.org

Program: The Guidance and Counseling Program offers a full spectrum of prevention, intervention, and support services to meet the social, emotional, and academic needs of all students. School counselors provide responsive services by meeting with students individually or in small groups, as well as making referrals to appropriate programs. School Counselors are responsible for implementing the Missouri Comprehensive Guidance Program, providing classroom guidance in the areas of personal/social development, academic development and career development. They work with students to develop educational and vocational plans to facilitate success in the work world. School Counselors also meet with parents, teachers, and representatives of other community agencies to discuss interventions for at-risk students.

Health Services

c/o Jean Grabeel, R.N., M.Ed.
Offices – Doling, 1425 W. Atlantic St.
Mailing Address - Kraft Administrative Center
940 N. Jefferson
Springfield, MO 65802
Phone Number: 523-1630
Fax Number: 523-1695

Program: Students who meet Federal Free and Reduced lunch program guidelines may be referred by the school nurse for financial assistance for medical evaluations, physician's office visits, prescriptions and head lice treatment shampoo. In addition qualified students who need a vision exam and/or glasses are offered assistance.

Homebound Education

c/o Jean Grabeel, R.N., M.Ed.
Offices – Doling, 1425 W. Atlantic St.
Mailing Address - Kraft Administrative Center
940 N. Jefferson
Springfield, MO 65802
Phone Number: 523-1630
Fax Number: 523-1695

Program: Students who are chronically ill, injured, pregnant or have health concerns that would require a school absence of more than two consecutive weeks may be eligible for homebound services.

Referral Procedure: A medical doctor, doctor of osteopathy, psychiatrist or psychologist, must refer Students. Application forms are available at any school site or the Health Services office.

Homeless Services

c/o Becky Morgan, M. Ed.,
Coordinator of Attendance, Homeless, and Migrant Services
Offices – Doling, 1425 W. Atlantic St.
Mailing Address - Kraft Administrative Center
940 N. Jefferson
Springfield, MO 65802
Phone Number: 523-0081
Fax Number: 523-1695
Email:bmorgan@spsmail.org

Program: Each homeless child or youth shall be provided services comparable to services offered to other students in the district including, but not limited to, transportation services; educational services for which the child meets the eligibility criteria, such as educational programs for the disadvantaged, disabled, gifted and talented students. In addition, programs in vocational education, before- and after-school care, limited English proficiency and school meals are also provided.

Referral Procedure:

- When a student becomes homeless, information is given to the school secretary.
- Secretary will code student on screen in Remote Desktop. (Click student, change, more, Homeless and arrow click status.)
- If school needs assistance in working with homeless student and family, contact the Homeless Coordinator.

Immunization Clinics

c/o Jean Grabeel, R.N., M.Ed.
Offices – Doling, 1425 W. Atlantic St.
Mailing Address - Kraft Administrative Center
940 N. Jefferson
Springfield, MO 65802
Phone Number: 523-1630
Fax Number: 523-1695

Program: School site Immunization Clinics are offered in the spring and fall at various school sites for students who need immunizations for school attendance. All students are eligible to participate at no charge for immunizations.

Let's Invest Now in Kids (L.I.N.K.) Clinic

c/o Jean Grabeel, R.N., M.Ed.
Offices – Doling, 1425 W. Atlantic St.
Mailing Address – Kraft Administrative Center
940 N. Jefferson
Springfield, MO 65802
Phone Number: 523-1630
Fax Number: 523-1695

Program: This service is provided by the Jordan Valley Community Health Center. Health services are offered for students who are on Medicaid, or enrolled in Free or Reduced Federal lunch program.

Referral Process: Student may be referred by the school nurse for acute care.

Migrant Services

c/o Becky Morgan, M. Ed.,
Coordinator of Attendance, Homeless, and Migrant Services
Offices – Doling, 1425 W. Atlantic St.
Mailing Address - Kraft Administrative Center
940 N. Jefferson
Springfield, MO 65802
Phone Number: 523-0081
Fax Number: 523-1695
Email:bmorgan@spsmail.org

Program: A child is eligible for Migrant Education Program services if he or she meets all the following criteria:

- Is 3 to 22 years of age and has not graduated from high school or does not hold a GED certificate;
- Is a migrant agricultural worker (Willow Brook) or migrant fisher OR has a parent, spouse, or guardian who is a migrant agricultural worker or migrant fisher;
- Performs, or has a parent, spouse, or guardian who performs, qualifying agricultural or fishing employment as a principle means of livelihood;
- Has moved within the preceding 36 months to obtain, or to accompany or join a parent, spouse, or guardian to seek or obtain, temporary or seasonal employment in agricultural or fishing work;
- Has moved from one school district to another. Each migrant child or youth shall be provided educational services offered to other students, community resources i.e. health, nutrition, and social services available in the community.

Referral Procedure:

- The school secretary includes a Missouri Migrant Education Centers Parental Survey form in school enrollment packet.
- The school secretary returns completed forms to the Migrant Coordinator through the school mail.
- The Migrant Coordinator will notify the school of any migrant student(s) enrolled.

Section 504

c/o Diann Barth, M.A., J.D.
Special Education Assessment Center
Springfield, MO 65802
Phone Number: 523-7527
Fax Number: 523-7595

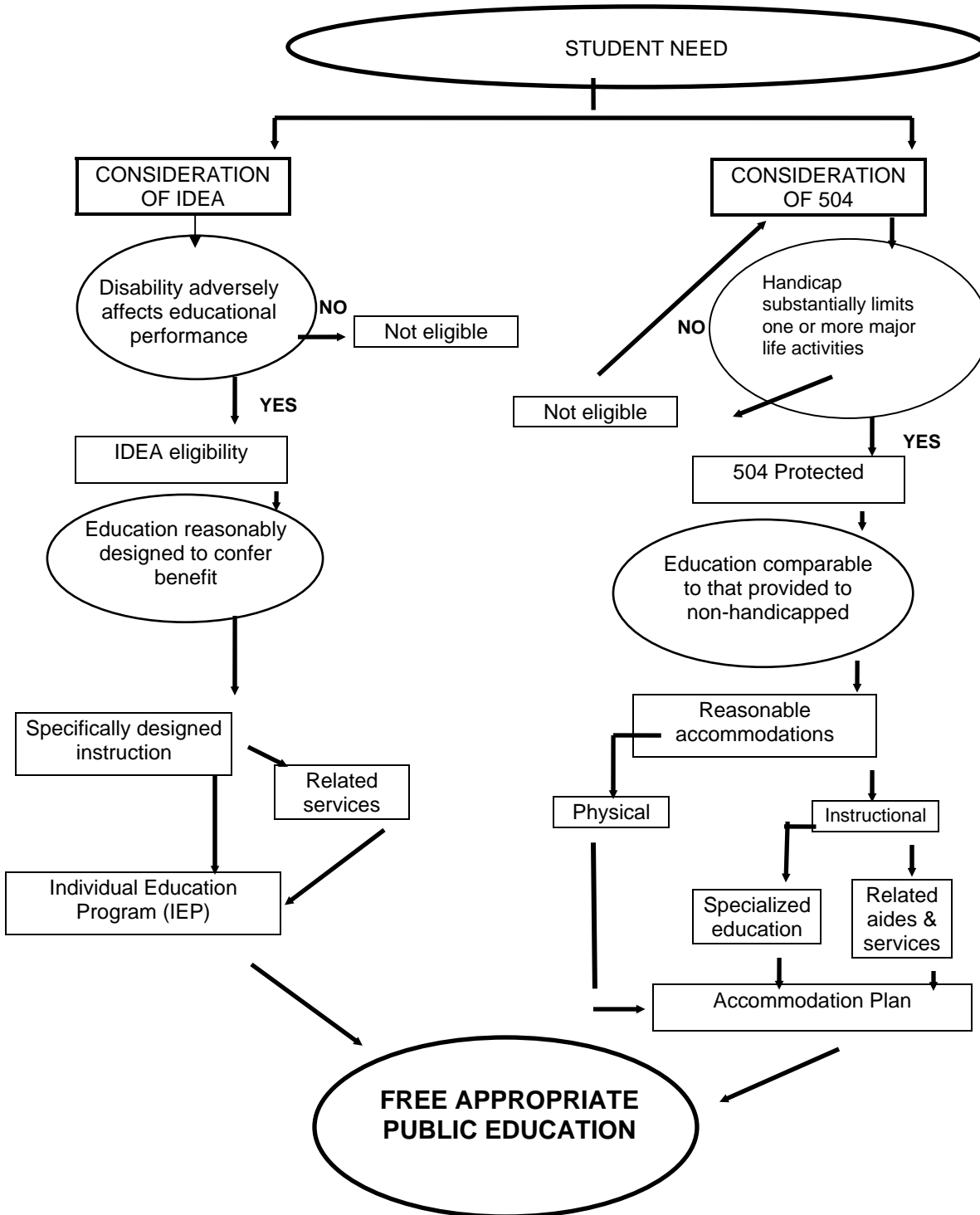
Program: Section 504 of the Rehabilitation Act of 1973 requires schools to make accommodations for those students, parents, patrons and employees who have a mental or physical impairment that substantially limits one or more major life activities or who have a history of such impairment or who are regarded as having such impairment. In the Springfield R-12 District, a Section 504 Compliance Coordinator in the Special Education Division coordinates these accommodations. The section 504 Compliance Coordinator also maintains Section 504 records, monitors re-evaluation of Section 504 plans, and maintains liaison with the Office for Civil Rights, the federal governmental agency empowered with enforcement of Section 504 rights.

Referral Procedure:

- Student is referred by counselor, nurse, teacher, staff member, principal or parent to the Section 504 Compliance Coordinator.
- Section 504 Compliance Coordinator arranges a meeting of the Section 504 team at the student's site.

The following page contains a flow chart of the Individual's with Disabilities Education Act (IDEA) and 504 processes involved for considering students into these programs. The objective of both programs is to provide every student with a ***Free and Appropriate Public Education.***

IDEA/504 FLOW CHART



Special Education

Director of Special Services:	Amy Krause
Assistant Director (School-Age):	Jennifer Beuerlein
Assistant Director (Early Childhood):	Peggy Mitchell
Supervisor of Special Services:	Brady Quirk
Supervisor of Special Services:	Tanya Rapert
Supervisor of Springfield Option Site:	Stephanie Davison

639 West Chestnut Expressway
Springfield, Missouri 65802
Phone Number: 417 – 523- 7500
Fax Number: 417 – 523 – 7595

Website: <http://springfieldpublicschoolsмо.org/speced/SpecialEducation.htm>

Program:

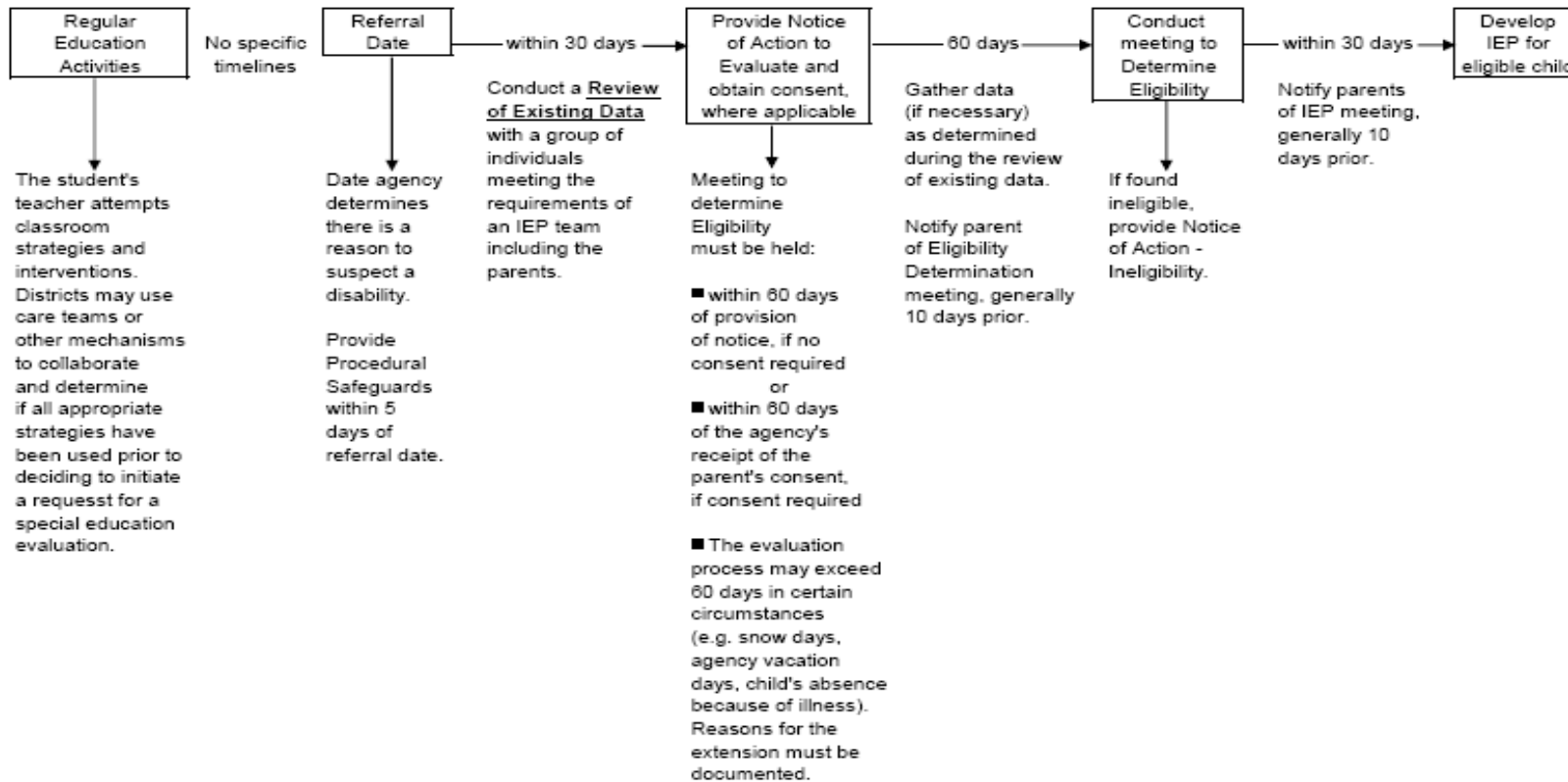
Some students may be at-risk due to a suspected disability as defined by the Individuals with Disabilities Education Act (IDEA). These disabilities include: autism, deaf/blind, emotional disturbance, hearing impairment/deafness, intellectual disability/mental retardation, multiple disabilities, orthopedic impairment, other health impairment, learning disability, language impairment, sound system disorder (articulation), speech/fluency, speech/voice, traumatic brain injury, vision impairment, and young child with developmental delay (used in early childhood).

When parents or school staff suspects a disability, a referral may be made to the building principal, counselor, teacher, or Teacher Support Team. Each building has a support team in place in which a team of educators develop an intervention plans for struggling students. The purpose of providing specific interventions is to determine if there are supports which can be provided in the regular education environment to allow the student to progress. If interventions through the support team do not produce the desired results, a referral for an educational evaluation may be made at anytime during this process. Parents have the right to request an evaluation at any time but there must be sufficient evidence of a suspected disability for the evaluation to occur. For students who receive an educational evaluation and are determined to have an educational disability which adversely impacts their education, special education services can then be provided (with parent consent) to the student as outlined in an Individualized Education Plan (IEP).

For pre-school children, ages three through five, please refer to the Early Childhood Special Education section in this handbook.

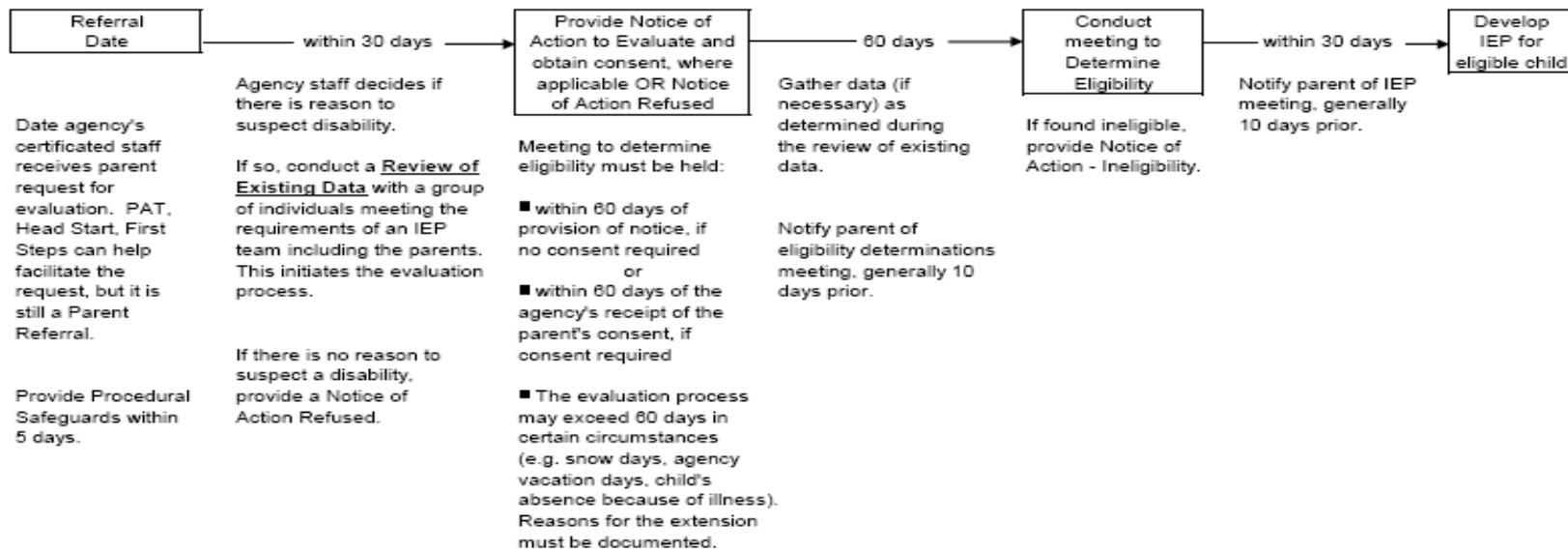
Referral Procedure: The following pages contain flow charts of the special education process.

Initial Evaluation Process Agency Referral



Missouri Department of Elementary and Secondary Education, July 2008

Initial Evaluation Process Parent Referral



Referrals for children receiving services in the First Steps System: While these referrals are considered parent referrals for an evaluation, it is possible that the agency will first learn about the child through the First Steps System. If the invitation to attend the First Steps transition meeting conducted by the First Steps System is the first indication the agency has received that the parent is interested in referring their child for evaluation, then the date of that transition meeting is considered the date of referral. This transition meeting generally occurs when the child reaches an age of 2 years, 6 months.

If the parent makes the initial contact with the agency, then the date of the referral will be the date that a member of the agency's certificated staff received a request for an evaluation from the child's parent.

NOTE: For referrals from First Steps received more than 120 days before the child's 3rd birthday, the 30, 60, 30-day timelines associated with the evaluation process is not applicable. The requirement for the agency is that an IEP be in place by the child's third birthday.

Missouri Department of Elementary and Secondary Education, July 2008

Title I

c/o Brian Hubbard
1423 W. Atlantic
Springfield, MO 65803
Phone Number: 523-1120
Fax Number: 523-1139

“The purpose of Title I is to ensure that all children have a fair, equal and significant opportunity to obtain a high-quality education and reach proficiency on challenging state academic achievement standards and state academic assessment.”

SPS Title I Sites:

Middle Schools: Pipkin, Reed, Study

Elementary Schools:

Bingham	Bissett
Bowerman	Boyd
Campbell	Cowden
Delaware	Fremont
Holland	McGregor
Pittman	Portland
Robberson	Sunshine
Watkins	Twain
Weller	Weaver
Williams	Westport
	York

Pre-School:

Shady Dell

Underprivileged School Children’s Fund

c/o Jean Grabeel, R.N., M.Ed.
Offices – Doling, 1425 W. Atlantic St.
Mailing Address - Kraft Administrative Center
940 N. Jefferson
Springfield, MO 65802
Phone Number: 523-1630
Fax Number: 523-1695

Program: The mission of the Underprivileged School Children’s Fund is to provide needy at-risk children in the Springfield Public School District with school supplies, medical services, clothing and shoes. Nursery services are provided along with parenting classes for teen parents enrolled at Bailey Alternative High School.

Referral Procedure: Referrals are made through the school nurse.

COMMUNITY SERVICES AND RESOURCES

*Counselors or S.A.T. members will work in cooperation with outside agencies or professionals. These individuals act as a liaison between the home, school, and community agencies. A current summary of community programs and resources are listed in the attached booklet entitled, **The Directory**. **The Directory** is copyrighted and annually produced by the Springfield-Greene County Library District. The information in this booklet is organized alphabetically by the name of the service or title of the agency. The address, phone number is then listed followed by a brief summary describing the service or program. **The index of this book is very helpful as it lists specific categories followed by related programs and services within each category.***

The Following section is a Quick Reference of community services and Resources available to Student Assistance Team members, parents or other community patrons.



QUICK REFERENCE

AGENCIES

AARP Senior Employment	869-0509
AIDS Project of the Ozarks	881-1900
American Red Cross	832-9500
Better Business Bureau	862-4222
Big Brothers/Big Sisters	889-9163
Boys/Girls Club Henderson Unit	869-4111
Boys/Girls Town	865-1646
Boy Scouts	863-1636
Bureau for the Blind.....	895-6386
Burrell Center	269-5400
Catholic Charities	865-0050
Chamber of Commerce, Springfield Area	862-5567
Child Support Enforcement	895-6338
Christian Foundation	831-5546
Community Alternative Service Program/CASP	865-9460
Community Partnership of the Ozarks	888-2020
Consumers' Credit Counseling	889-7474
Council of Churches of the Ozarks	862-3586
Crosslines.....	869-0563
Day Care Licensing.....	895-6541
Daybreak Adult Day Care	881-0133
Developmental Center of the Ozarks	831-1545
Division of Aging-Greene Co.....	895-6433
Division of Family Services-Greene Co	895-6000
Division of Vocational Rehabilitation	895-5863
Division of Youth Services	895-6485
Family Violence Center, Inc	837-7700
Girl Scouts.....	862-0004
Green Thumb	345-2797
Greene Co. Health Unit.....	864-1658
Greene County Juvenile Justice Center	868-4008
Greene Co. Neighborhood Center/OACAC	447-0554
Homebound Shoppers / Transit Services	882-3595
Housing Authority of Springfield (HAS).....	866-4329
Indian Center, S.W. MO	895-9550
Interagency Task Force Gangs/Youth Violence	888-2020
Job Service-Employment Security	895-6899
Jordan Valley Community Health Center	831-0191
Jordan Valley Dental Center	832-0083
Mental Health, Department of	895-6326
Missouri Career Center	887-4343
Nat'l Alliance for Mentally Ill	864-7119
OTC Dental Clinic.....	895-1312 or

.....	895-1345
Ozarks Area Community Action Corporation/OACAC	862-4314
Park Board, Springfield	864-1049
Probation and Parole, Division of.....	888-4203
Regional Girls' Shelter	862-9634
Retired Senior Volunteer Program/RSVP	862-3595
Security Administration	866-7210
Southwest Center for Independent Living.....	886-1188
Southwest Missouri Office on Aging	862-0762
Springfield Family Y	881-1599
United Way.....	863-7700
University of Mo. Extension Center.....	862-9284
Veterans Assistance of Missouri.....	895-6532
Vision Clinic.....	886-5444

CLOTHING

Children's Clothes Bank (P.T.A.)	869-4266
Christian Foundation	831-5546
Crosslines.....	869-0563
Grand Oak Baptist Center	869-4916
Maggie's Boutique/The Kitchen	863-1921 or
.....	837-1500
MO Council of the Blind / New Image Thrift Store	831-1488
Salvation Army Thrift Store	866-9426 or
.....	862-5509
Springfield Victory Mission	831-6387

CRISIS INTERVENTION

Alcoholics Anonymous, Al-Anon,Ala Teen..	836-1065 or 1-800-ALCOHOL
Alcoholic s Anonymous	823-7125
American Red Cross	832-9500
Burrell Mental Health Center Inc.	269-5400
Child Abuse and Neglect (Family Services).....	1-800-392-3738/895-6000
Child Abuse National Hotline	1-800-392-3738
Civil Defense (Emergency Management)	869-6040
Crisis Drug Abuse	1-800-553-7160
Family Support Program – OACAC	862-4314
Family Violence Center Hotline.....	864-SAFE
First Call for HELP/United Way.....	863-7700
Fresh Start.....	837-1550
Hope Line (Drug & Alcohol Abuse)	865-4673
Missouri Division of Aging, Home & Community Services.....	895-6433
Missouri Division of Alcohol/Drug Abuse Services	895-6328
Missouri Hotel.....	837-1540
Narcotics Anonymous	866-7392

Parental Stress Hotline	1-800-367-2543
Rape Crisis Assistance (Hotline).....	866-6665
Rare Breed Youth Outreach Center.....	865-6400
Suicide (HELP LINE).....	883-5400
The Victim Center.....	863-7273
Youth Crisis & Runaway Line.....	1-800-HIT-HOME

EDUCATION & TRAINING

Adult Basic Education (GED)	895-7000 or
.....	895-7147
AIDS Project of the Ozarks	881-1900
American Indian Center	866-3439
AWAKE/Drug Program.....	269-5575
Blind Springfield Association.....	869-1572
Extension Center/University of Mo.....	862-9284
Greene Valley State School for the Severely Handicapped	895-6848
Grupo Latino.....	865-0608
Start/OACAC	864-3430
Library Center	874-8110
Literacy Center	836-8855
Missouri Career Center	887-4343
New Traditions	895-7140
OTC Ozarks Technical College.....	895-7000
Ozarks Fighting Back, Caring Communities, CPO	888-2020
Parenting Place	865-8943
Parenting/Life Skills Center	831-9596
Parents as Teachers/PAT	523-1160
SMSU Continuing Education.....	836-6660
Southwest Mo. Indian Center.....	869-9550
Speech, Language, and Hearing Clinic (SMSU).....	836-5275
Vocational Rehabilitation.....	895-5863

FINANCIAL ASSISTANCE

Birthright	865-3430
Child Support Enforcement Unit.....	895-6338
Crosslines.....	869-0563
Disabled American Veterans.....	862-3910
Energy Assistance/Division of Family Services	895-6000
Energy Crisis Assistance/OACAC.....	862-4314
Fresh Start.....	837-1550
Homebound Shoppers/Elder Transit.....	862-3595
Legal Aid	881-1397
Legal Info./Greene Co. Bar Assoc. Referral Services	831-2783
Medicaid/Division of Family Services.....	895-6000
Medicare/Social Security.....	1-800-392-3070

Missouri Hotel.....	837-1540
Project Share (Utilities)/OACAC.....	862-4314
Public Administrator	868-4022
Public Assistance/Div. of Family Services	1-800-392-1261, 895-6000
Salvation Army & New Start Housing.....	862-5509
Social Security Income.....	866-7210
Springfield Victory Mission	831-6387
The Kitchen	837-1500
Underprivileged School Children's Fund.....	864-3833
United Way of the Ozarks	863-7700

FOOD

Crosslines.....	869-0563
Emergency Food Stamps/Div. of Family Services.....	895-6000
Food Preparation Information/Univ. Ext.	862-9284
Food Stamp Program/Div. of Family Services	895-6000
Grand Oak Baptist Center	869-4916
Kitchen	837-1500
Meals on Wheels.....	269-4696
Salvation Army	862-5509
Springfield Victory Mission	831-6387
WIC-Women, Infants, Children	864-1079

HEALTH & HEALTH RELATED SERVICES

AIDS Antibody Testing Counseling.....	1-800-342-AIDS
AIDS Counseling (Springfield)	881-1900
Alcoholics Anonymous	1-800-ALCOHOL/823-7125
American Cancer Society.....	881-4668
American Diabetes Association	890-8400
American Heart Association	881-1121
American Lung Association.....	883-7177
American Red Cross	832-9500
Birthing, Cox Medical Centers	865-3430
Blind, Bureau for the.....	895-6386
Blind, Springfield Association for the.....	869-1572
Burrell Mental Health Center	269-5400
Carol Jones Recovery Center for Women	862-3455
Children's Dental Clinic	864-1683
Counseling Center	869-7773
Developmental Center of the Ozarks	831-1545
Kitchen, Inc. The Clinic & Dental	837-1504
Lakes Country Substance Abuse Program.....	862-1753
Let's Invest Now in Kids Health Services.....	837-5787
Mental Health, Dept. of	895-6328

Ozarks Counseling Center 869-9011
 Springfield Regional Center for the Developmental Disabled..... 895-7400
 Springfield-Greene Co. Public Health Center 864-1658
 Women’s Center.....269-4664

TOLL FREE NUMBERS

Alcoholics Anonymous 1-800-ALCOHOL
 Cancer Information Center 1-800-422-6237
 Crisis Hotline-Heartland Hospital 1-800-243-5437
 Eye International 1-800-621-2258
 Legal Aid 1-800-444-4863
 Literacy Hotline..... 1-800-228-8813
 Medicare/Social Security..... 1-800-392-3070
 MO Child Abuse Hotline..... 1-800-392-3738
 MO Family Services Medical Recipient..... 1-800-392-2161
 National Association for Education of Young Children 1-800-424-2460
 National Child Abuse Hotline 1-800-422-4453
 National Parents Institute for Drug Education..... 1-800-241-9746
 National Runaway Switchboard 1-800-621-4000
 National STD Hotline..... 1-800-227-8922
 Parents Anonymous..... 1-800-421-0353
 Shriner’s Hospital for Crippled Children..... 1-800-237-5055
 Social Security Supplemental Security Income.....1-800-234-5772

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