

New Jersey State Department of Education
Essex County Office of Education

Request to **Establish** a Special Education Program or Service

Complete this form and send to the county office of education for review and approval along with the required documentation.

District and school or APSSD: Glen Ridge School District, Ridgewood Avenue School

Date: July 30, 2020

Check Type of Program (6A: 14-4.6)

Preschool/Elementary Resource Program:

- In-class Resource
- Pull-out Resource
- Supplementary Instruction, in-class
- Supplementary Instruction, pull-out
- Single subject
- Multiple subjects
- Replacement, pull-out

Secondary Resource Program¹:

- In-class Resource
- Pull-out Resource
- Supplementary Instruction, in-class
- Supplementary Instruction, pull-out
- Single subject
- Multiple subjects
- Replacement, pull-out

Elementary Special Class Program (6A: 14-4.7)

- Auditory Impairments
- Autism**
- Behavioral Disabilities
- Cognitive Impairments, mild
- Cognitive Impairments, moderate
- Cognitive Impairments, severe
- Learning/ Language Disabilities, mild/moderate
- Learning/ Language Disabilities, severe
- Multiple Disabilities
- Visual Impairments

Secondary Special Class Program²:

- Auditory Impairments
- Autism
- Behavioral Disabilities
- Cognitive Impairments, mild
- Cognitive Impairments, moderate
- Cognitive Impairments, severe
- Learning/ Language Disabilities, mild/moderate
- Learning/ Language Disabilities, severe
- Multiple Disabilities
- Visual Impairments
- Secondary Special Class (taught by general education teacher)

Preschool Special Class Program (6A:14-4.7)

- Preschool Disabilities

Extended School Year Program

Other program/service, please specify: _____

¹ Secondary resource programs are located in schools that contain any combination of grades 6 through 12, where the organizational structure is departmentalized for general education students.

² Secondary special class programs are located in schools that contain any combination of grades 6 through 12, where the organizational structure is departmentalized for general education students.

Note: Each newly proposed resource program, special class program and service must be located in a space that has been approved by the County Superintendent of Schools. Forms for substandard use are available in the county office. Facility approval must be obtained before approval of the request to establish a new program can be granted.

On a separate page, describe your request based on the following corresponding criteria/questions.

Required Information:

1. Document the unmet student needs that will be addressed by the proposed program.

Our district currently has a class/program for children on the autistic spectrum at the Linden Avenue School (Grades K - 2). One of the students in the class/program will be moving to the Ridgewood Avenue School (Grades 3 - 6). Additionally, we have a student at the Ridgewood Avenue School who requires an intensive program. All of the students require a program that will be highly structured and focus on their deficits in the areas of language and social skills. Additionally, the students require a highly structured environment where skills can be taught at a base level, through Applied Behavior Analysis programs. We do not currently have a program that can focus on these needs at the Ridgewood Avenue School.
2. Describe the proposed program and explain how it will meet student needs:
 - a. Identify the age range and number of students to be served.

The students are elementary age (currently entering 3rd and 5th grade, although the building houses Grades 3rd through 6th)
 - b. How will the New Jersey Student Learning Standards be addressed?

The NJSLs will be addressed directly through the Goals & Objectives in each student's Individualized Education Program.
 - c. How does this program address least restrictive environment?

Each student's needs will be analyzed and discussed during their Individualized Education Program, where the parents and staff will collaborate to determine the appropriateness of mainstreaming with regular education peers.
 - d. What opportunities will be available for interaction with non-disabled peers?

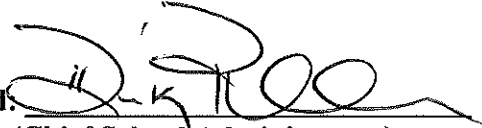
As deemed appropriate in collaboration with parents at the Individualized Education Program meeting, each student will be assessed on an individual basis to determine their ability to mainstream into a regular classroom for related services, circle time, non-academic times, whole group instruction, lunch, recess, building level assemblies, etc.
 - e. State the number of professional and paraprofessional staff. For paraprofessional staff submit the locally developed job description and standards for approval (N.J.A.C. 6:11-4.6(c)).

A Special Education teacher and one paraprofessional will be assigned to the classroom.
3. A list of professional staff who will provide the services for the new program. If existing staff are being utilized provide an explanation of the scheduling changes made to accommodate the new program. If new staff are being hired, provide documentation that a criminal history review pursuant to N.J.S.A. 18A:6-7.1 has been completed for each new hire.

In addition to 2e, the following staff members will provide services/therapy/consultation for the new program:

 - Speech-Language Pathologist - on staff
 - Occupational Therapist - on staff
 - Behaviorist (BCBA) - consultant, currently on staff
 - Physical Therapist - consultant, currently on staff
 - Learning Disabilities Teacher Consultant - on staff
 - School Psychologist - on staff

I assure that the attached proposal to establish a new program/service is in accordance with New Jersey Administrative Code (N.J.A.C.) 6A:14, Special Education and N.J.A.C. 6A:26, Educational Facilities. (Attach the Board Resolution approving the establishment of the new program.)

Board Approval Date: _____ Signed: 
(Chief School Administrator)

Approved	Denied
Signed: _____ (County Supervisor of Child Study)	Date: _____