

Learning Support Teacher Timeline

General and Routine Considerations by Month

Features:

- Sept
 - Start up activities
 - Town Hall
 - Review classes built in June
 - Ministry Reporting 1701
 - Documents for newly identified students
 - Student Review/Grade Meetings
 - Class Screening
 - Classroom observations
 - Program Planning
 - Support knowledge/skill building of EAs
 - Plan for tier 1, 2 and 3 supports in collaboration with classroom teachers and SBT
 - Start working with core caseload
 - Open house activities/meet parents

Features:

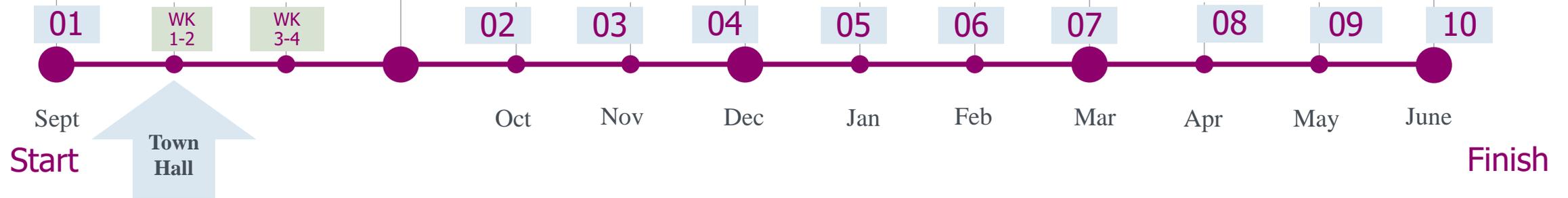
- Oct
 - Start collaborative planning for IEPs
 - Schedule IEP meetings
- Nov
 - IEP Collaborative Meetings
 - Assessment for reporting
 - Send IEP home and/or conference with parents
 - Report writing
 - IEP meetings completed by 1st reporting period, initial copy in Blue folder
- Nov/Dec
 - Report cards home
 - Parent /teacher conferences

Features:

- Jan
 - Semester 1 ends
 - Reporting Period for semestered schools
 - Planning, assessment for transition(s)
- Feb
 - Transition planning begins (middle-high)
 - Course selection
 - Report Card assessment
 - Parent/teacher interviews
 - Intake/Transition Assessment
 - February 1701
- Mar
 - Report card #2 home
 - Parent/teacher conferences

Features:

- April
 - Continue transition planning
- May
 - Year-end assessment
 - Review lists of identified students with additional support needs
 - IEP reviews
 - Continue transition planning (Elementary level - visits to preschool /daycares for Ks with support needs)
- June
 - Report card writing
 - File final IEP in blue folder
 - Formalized assessment results noted in student file
 - Preliminary class building for September



Ongoing

- Assessment of students
- Program planning and review
- Re-prioritizing caseload and/or reschedule
- Consultation with teachers re: student progress in class

- SBT meetings
- Assessment for transition
- IEP development and Student Support Team communication/consultation
- Identification of students with additional support needs