

Please join us at our
3rd SEPTA Informational Series Workshop of 2008

BACK BY REQUEST

PAPERCIZE!!!

Shaping up that enormous pile of
Special Education paperwork and preparing for CSE

Date: Wed., JAN., 16, 2008

Time: 7:30pm - 9:00pm

Location: Cafeteria

South Orangetown Middle School

160 Van Wyck Rd.

Blauvelt, NY

Info: 845-613-7491

Is the stack on the counter or in that big shopping bag getting truly huge? Does the right document manage to disappear just when you need it? Then join us,, for this hands-on workshop in learning how to manage the all-important skill of documenting your child's education. You'll walk away with an easy-to-use Master File as well as valuable advice on how to prepare for CSE.

Bring a large 3-ring binder, a 3-hole punch, two or three packages of tabbed dividers, and a pencil. Oh yes, all your special education paperwork from September 2005 to the present, including IEP's, report cards, evaluations, test results, letters to and from the district, and any other documents provided to you about your child.

Also bring a copy of any earlier, one-of-a-kind reports, like a medical diagnosis, to include in the non-chronological section. We will put it all together so that you have written documentation of your child's disability (and the interventions that have taken place) at your fingertips. Once you have your child's Master File up and running, you'll never get lost on the special education paper trail again.

Those who simply want to listen can come, too. Just bring a pad to take notes. But those who wish to actually put together a Master File need to bring the documents that will go into it.