admin, admin essential, special programs, student records

Special Programs and Accommodations

> Looking for more detailed information on setting up Special Programs in your school? Click here to view our Special Program Enrollments article.

Through the Special Programs and Accommodations area, staff can view/edit RTI2, 504 plans, SPED, EL, Counseling, and Work Permits.

Area 1

RTI2 Response to Instruction and Intervention

- Step 1. Access the RTI2 area by going to the student's dashboard
- Step 2. Choose the "Special Programs/ Accomm. tab at the top of the page
- Step 3. Then click the RTI2 tab

RTI2 is broken into three tiers
1. **Tier 1- Core/Universal Instruction**

   Typically, this is used for students or a group of students in the school. An example might be: "All students will pass the CAHSEE ELA and Math in their 10th grade year." A Tier 1 plan can be set to be available to all or a group of students in the school.

2. **Tier 2- Strategic/ Target Instruction**

   Typically created by a teacher and only for a specific student

3. **Tier 3- Intensive Intervention Instruction**

Used by counselors, SPED, or EL staff

- Step 4. Fill in appropriate information and click SAVE

Area 2

504 Plan

- Step 1. Access the RTI2 area by going to the student's dashboard
- Step 2. Choose the "Special Programs/ Accomm. tab at the top of the page
- Step 3. Then click the 504 tab
  Determining Criteria:
  1. Has a physical impairment or disabling condition, which substantially limits one or more of life activities. (Indicated in medical records, special education documentation, evaluations, etc.)
  2. Has a record of their impairment from a variety of sources (Prior 504, medical documentation, Special Education documents, attitude, achievement tests, teacher recommendations, physical condition, social or cultural background, and adaptive behavior.)
  3. Is regarded by others as having such impairment

- Step 4. Fill in appropriate information and click SAVE

Area 3

Special Education SPED

- Step 1. Go to Student Dashboard
- Step 2. Access the SPED area by choosing Special Programs/Accomm. on the upper blue bar
- Step 3. Enter Primary Disability, any other important information, and SAVE

Area 4

English Learner EL, Counseling, and Work Permits

- Step 1-4. As above follow same directions, but instead for EL, Counseling and/or Work Permits

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