



Special Ed Recovery Services—SDI Creation 2021-2022

Final TA 9.30.2021 @7pm

The following memorandum of understanding is made and entered into between the Issaquah School District (ISD) and the Issaquah Education Association (IEA) in order for certificated staff who will participate in the development of Specially Designed Instruction (SDI) as outlined in [OSPI's memo on [Recovery Services](#)] for students receiving special education services

The parties recognize that recovery services are required by OSPI special services department to address the impact of COVID – 19 and extended school closures on student learning. The development of SDI is to provide additional services to address the lack of appropriate progress on Individualized Education Program (IEP) goal areas due to missed or limited services or for other reasons the pandemic.

The parties agree that the development must be done by someone who holds a special education endorsement and/or license the delivery of the services may be done by any ISD staff member or appropriate agency hire.

The parties also recognize that there is District research-based curriculum available to support the curriculum for Recovery Services. Special Edu. staff members will have access and be encouraged to utilize the resources that are available.

This is non-precedent setting agreement to meet a specific need.



Part 1: A and B will be offered to ISD special ed endorsed staff.

A: any current special ed staff member may use his/her prep or NIT time to create SDI *for a student on his/her own caseload or for a student they work with* and be paid on a RFC sheet; at their per diem rate. Special Edu. staff may submit up to fifteen (15%) percent of time for the development of the SDI. If a staff member finds they need additional time, they will seek approval from their Director.

** Staff who commit to deliver the SDI for their caseload they may submit for up to twenty-five (25%) percent of time for the development of the SDI.

B: any special ed staff member may attend a workshop hosted by a Special Ed Director for the purposes of SDI creation for *any* student outside their contractual day; the teacher creates the SDI in an area of his/her expertise. The teachers are encouraged to rely on existing materials in the Asset Inventory provided by the Special Services Dept. The teacher receives pay on a RCF sheet; DATES TBD; professional rate

C: All Special Ed TOSAs and (possibly other special ed endorsed TOSAs) under the direction of Dr. Bailey, Executive Director Carver, Directors Moore and Unruh will create SDI for students. TOSAs will do so at the direction of their supervisor not to exceed twelve and half (12.5) hours per week. When C is necessary there will be a conversation between the TOSA and the Director before initiating this work, regarding what work will be done, and what responsibilities will be reallocated or eliminated. TOSAs may participate in B, but may not participate in A.

Part II: As needed, all special ed subs, retired special ed staff, will be asked to create SDI in any or all qualifying areas this will happen at the direction of the Special Ed Directors, Exec Director and Asst. Supt. based on unmet student need.

Part III: If there is still a need to cover the development of SDI, the District will seek out contractual services.

Progress Monitors/Notes

Progress monitoring of a goal area is to be built into the development of the SDI, however the staff member who delivers the SDI will be responsible for monitoring the progress of the student(s). The communication of the progress of the goal area will be done by the certificated staff member who is delivering the services. Support/template of a progress note will be provided to the staff member.



Final Prior Written Notice

A prior written notice will be written by the case manager and provided to the family, stating that services in the Recovery Plan have been delivered and have been completed. Case managers need only reference the progress monitoring that was completed. Case managers may choose to summarize the data if it pertains to the student's goal progress. A template of the written notice will be provided by administrator or designee.

Agreed to by the parties on Sept 30, 2021.

Donna Hood
Assistant Superintendent of Human Resource

Derona Burkholder
IEA President