**Class: ID-Severe**

**Room 312**

**2010-2011 Academic Year**

**Supervising Teacher**: Reba Frank

**Paraeducators**: Para A., Para D, Para L, Para R, Para W

\*NM-When Arrive: PC Check and Stander

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| Time | Duties Assigned |
| **7:30am-7:55** | R:   * Open Classroom * Start Coffee * Pick up CS from Car Rider * Upon Arrival to classroom, Help student(s) with Morning Routine as outlined by Reba * Get Ready for Duty (if appropriate) * Help CS find an independent leisure activity   D:   * CS Personal Care-Follow Goal List * Get ready for Duty (if appropriate) |
| **7:55-9am** | R: CS   * Follow Duty Schedule (if appropriate) * CS goes to assigned job with Coffee Cart (Needs Communication device)   (If can not assist CS with job, find another Paraeducator to cover or ask Reba)   * Work on Materials assigned by teacher * Set up Classroom for Morning Activities specific to student(s) * After Coffee Cart, CS goes to Cafeteria for 30 minutes.   D: AA, AB   * Follow Duty Schedule (if appropriate) * Work on Materials assigned by teacher * Gather material needed for student breakfast (once student is finished, bring back to room) * Set up Classroom for Morning Activities specific to student(s) * Gather materials for day (Data Sheet, Daily Communication Sheet) * 8:10 (unless at another assigned duty), Be at Bus Pick up for assigned student(s) * Assist student in getting breakfast * Upon Arrival to classroom, Help student(s) with Morning Routine as outlined by Reba   W:   * Follow Duty Schedule (if appropriate) * Work on Materials assigned by teacher * Set up classroom for morning activities * Gather materials for day (Data Sheet, Daily Communication Sheet) * Assist other student(s) as needed by staff.   L: CP   * Follow Duty Schedule (if appropriate) * Work on Materials assigned by teacher * Gather material needed for student breakfast (once student is finished, bring back to room) * Set up classroom for morning activities specific to student(s) * Gather materials for day (Data Sheet, Daily Communication Sheet) * 8:10 (unless at another assigned duty), Be at Bus Pick up for assigned student(s) * Assist student in getting breakfast/feeding * Upon Arrival to classroom, Help student(s) with Morning Routine as outlined by Reba   A.: RH   * Follow Duty Schedule (if appropriate) * Work on Materials assigned by teacher * Gather material needed for student breakfast (once student is finished, bring back to room) * \*Set up Classroom for Morning Activities specific to student(s) * Gather materials for day (Data Sheet, Daily Communication Sheet) * 8:10 (unless at another assigned duty), Be at Bus Pick up for assigned student(s) * Assist student in getting breakfast/feeding * Upon Arrival to classroom, Help student(s) with Morning Routine as outlined by Reba |
| **9-9:25am**  **IEP Goal Work**  **School**  **Attendance** | R: CS   * Work on assigned IEP Goals (See Student(s) Notebook)   D: AB   * Work on assigned IEP goals (See Student(s) Notebook)   W: AA   * Work on assigned IEP goals (See Student(s) Notebook)   L: CP   * PC check for CP * Put in Stander Monday, Tuesday, Thursday, Friday for 1 hour * Work on Assigned IEP goals (See Student(s) Notebook)   A.: RH   * PC check for RH * Ask RH if she would like to work on Computer using Communication Device * Ask RH if would like to get in blue chair with Communication Device * Set timer for RH for 10-15 minutes. Let RH know when time is coming to an enD |
| **9:30-9:45**  **Channel One** | R: CS   * Have Appropriate materials ready (data sheet, Daily communication log, pen, Student communication device) * Bring student to Group for Channel One News * Sit with students   D: AA and AB   * Have Appropriate materials ready (data sheet, Daily communication log, pen, Student communication device, PBIS board for AB) * Bring student to Group for Channel One News * Sit with students   W: KS and NM   * Tuesday –Friday: Get KS from Bus pick up @ 9:30 * PC check for KS * Bring KS/NM to group * Sit with students * Work on assigned materials by Teacher (if student(s) is not here) * Help others in group   L: CP   * Have Appropriate materials ready (data sheet, Daily communication log, pen, Dynavox turned On, PBIS board) * Bring student to Group for Channel One News * Sit with Student   A.: RH   * Have Appropriate materials ready (data sheet, Daily communication log, pen, Student Communication Device,\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_) * Bring student to Group for Channel One News (Before coming to group, ask RH if would like to sit in beanbag or chair) * Sit with Student |
| **9:45-10**  **Rules**  **Morning Attendance** | R: CS   * Help CS communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data   D: AA and AB   * Help AA and AB communicate with teacher and group using communication device and/or voice. * Write down Data   W: KS and NM   * IF here, help KS and NM communicate with teacher and group using communication device. * Help Student to and from Pro Board * Write down Data   L: CP   * Help student communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data   A.: RH   * Help RH communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data |
| **10-10:15**  **Literacy** | R: CS and CP   * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data   D: AA and AB   * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data   W: KS and NM   * Scenario 1: IF here, assist KS and NM communicate with teacher and group using communication device.   -Help Student to and from Pro Board  -Write down Data   * Scenario 2: NM water (KS goes to A.)   **L: 15 minute break**  A.: RH   * Help student communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data * Also work with KS if both KS and NM are here |
| **10:15-10:30**  **Math** | R: CS   * Help student communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data   D: AA and AB   * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data   W: KS and NM   * IF here, assist KS and NM communicate with teacher and group using communication device.   -Help Student to and from Pro Board  -Write down Data   * If student is not here, help others in group or work on materials for class   L: CP   * Have Appropriate materials ready (data sheet, Daily communication log, pen, Dynavox turned On, PBIS board) * Bring student to Group for Channel One News * Sit with Student   A.: RH   * Help student communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data |
| **10:30-10:45**  **Project Discovery (M/W/F)**  **Language Arts (ELA) (Tu/Th)**  **(Every Other Friday MT)**  **School**  **Attendance** | **R: 15 minute break**  D: AA and AB   * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data   W: KS and NM   * IF here, help KS and NM communicate with teacher and group using communication device.   -Help Student to and from Pro Board  -Write down Data   * If student is not here, help others in group or work on materials for class   L: CP and CS   * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data   A.: RH   * Help student communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data |
| **10:45-11**  Flex Period  **M:** Para Meeting/Other Student Activity  **T:MT**  **W: Cooking or Health**  **Th: Library**  **Fri: Art or MT** with Amanda | R: CS and AA   * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data   D: AB and NM   * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data   W: KS   * KS on Somatron * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data   L: CP   * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data   A.: RH   * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data |
| **11-11:15**  Flex Period  **M:** Para Meeting/Other Student Activity  **T:MT**  **W: Cooking or Health**  **Th: Library**  **Fri: Art** | R: CS and AA   * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data   D: AB and NM   * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data   W: KS   * KS on Somatron * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data   L: CP   * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data   A.: RH (Computer T-Th)   * Ask RH if she would like to work on Computer using Communication Device * Ask RH if would like to get in blue chair with Communication Device * Set timer for RH for 10-15 minutes. Let RH know when time is coming to an enD * Bring back to group before break. |
| **11:15-11:30**  **M, W, F: News 2 You**  **T, Th: Explore Communities** | R: CS, CP, AA (Reba will also help)   * Assist CS to PC * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board   D:   * PC for CS * Assist AB and AA when finished with CS   W: AB and NM   * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board   L: RH and KS   * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board   **A.: 15 minute break** |
| **11:30-12:10**  Student Lunch | R: CS   * Gather materials for lunch * Assist student with lunch when needed or necessary (want student to be as independent as possible)   D: AA and AB   * Gather materials for lunch * Have AB or AA help push KS or NM to cafeteria * Assist student with lunch when needed or necessary (want student to be as independent as possible) * Help W bring KS and NM back to room.   W: KS and NM   * Bring Student Communication devices. * 12 noon-Both Students come back to room for Feeding (See Feeding Schedule)   L: CP   * Gather materials for lunch * Assist student with lunch when needed or necessary (want student to be as independent as possible)   A.: RH   * Gather materials for lunch * Assist student with lunch when needed or necessary (want student to be as independent as possible)   Wednesday Store Schedule in Cafeteria: 11:45-12:15 Reba and (alternating NM and KS) |
| **12:15-12:45**  Para Lunch Group 1 | R: CS   * Assist student to Group * **Lunch Break**   D: AA and AB   * Help student(s) to group * **Lunch Break**   W: KS and NM   * Help student(s) to group after Feeding * Sit with Students in Group (Help with CP and RH)   L: CP   * Help student(s) to group * PC check for RH * Sit with Students in Group (Help with CP and RH)   A.: RH   * **Lunch Break**   Wednesday Store Schedule in Cafeteria: 12:19-12:48 Alderman Class |
| **12:45-1pm**  **Start to Finish**  Para Lunch Group 2  **School**  **Attendance** | R: CS and CP   * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data   D: AA and AB   * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data   W: KS and NM   * **Lunch Beak**   L: CP   * **Lunch Break**   A.: RH   * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data   Wednesday Store Schedule in Cafeteria: **12:53-1:22** Frank Class  In order of….AB, RH, CP, CS, AA |
| **1-1:15**  **Promethean Choice/**  **Review Schedule for Gym**  Para Lunch Group 2  \*If KS here,  R/Reba will work with group. | R: CS and/or more students   * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data   D: AA and AB (if KS not here)   * Assist KS with PC (if here) * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data   W: NM   * **Lunch Break**   L: CP   * **Lunch Break**   A.: RH and KS   * Assist KS with PC (if here) * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data |
| **1:15-1:30**  Choice/Travel to Gym  \*May need assistance from Alderman crew to get to gym. | R: NM   * (Starting at 1:15) Assist NM with PC   D: AA and AB   * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data * (AA and/or AB need to assist other students in class to gym)   W: KS and RH   * Assist KS in getting ready to leave * Assist KS to bus at 1:25 * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data   L: NM   * Assist NM with PC * Assist NM to gym after PC   A.: CP and CS   * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data * (May need assistance helping students down to gym) |
| **1:30-2pm**  **SDPE**  M, W, Fri-SCHS staff leads  T, Th-SDPE Teachers | R: CS   * Assist Adapted P.E. Teacher(s) as you would in the classroom. * Assist your student in each activity (walking, theme activity) to the best of the student’s independent ability. * Participate with student(s) in each activity in each environment (Gym and Track). * Collect student(s) documentation/data daily**.**   D: AB and AA   * Assist Adapted P.E. Teacher(s) as you would in the classroom. * Assist your student in each activity (walking, theme activity) to the best of the student’s independent ability. * Participate with student(s) in each activity in each environment (Gym and Track). * Collect student(s) documentation/data daily**.**   W: KS and NM   * Assist Adapted P.E. Teacher(s) as you would in the classroom. * Assist your student in each activity (walking, theme activity) to the best of the student’s independent ability. * Participate with student(s) in each activity in each environment (Gym and Track). * Collect student(s) documentation/data daily**.**   L: CP   * Assist Adapted P.E. Teacher(s) as you would in the classroom. * Assist your student in each activity (walking, theme activity) to the best of the student’s independent ability. * Participate with student(s) in each activity in each environment (Gym and Track). * Collect student(s) documentation/data daily**.**   A.: RH (unless help lead Class)   * Assist Adapted P.E. Teacher(s) as you would in the classroom. * Assist your student in each activity (walking, theme activity) to the best of the student’s independent ability. * Participate with student(s) in each activity in each environment (Gym and Track). * Collect student(s) documentation/data daily**.**   Wednesday Store Schedule in Cafeteria: 1:25-1:57 Zavala Class |
| **2-2:15**  Student Snack and Water | R: CS   * Assist students in Snack and clean up   D: AA and AB   * Assist students in Snack and clean up   W: NM   * Follow Water Schedule   L: CP   * PC Check for CP   A.: RH   * Assist student with medication (juice) * Record medication on medication form * PC Check when finished |
| **2:15-2:30pm**  **Science**  **School Attendance** | R: CS and AA   * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data   **D: 15 minute break**  W: AB and NM   * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data   L: CP   * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data   A.: RH   * Ask RH if she would like to work on Computer using Communication Device * Ask RH if would like to get in blue chair with Communication Device * Set timer for RH for 10-15 minutes. Let RH know when time is coming to an enD |
| **2:30-2:45pm**  **Social Studies** | R: CS (AA and AB)   * Assist CS to PC * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board   D: CS   * Assist CS to PC   **W: 15 minute Break**  L: CP   * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board   A.: RH and NM   * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board |
| **2:45-3pm**  **Pro Board Choice/or Music Therapy** | R: CS and NM   * Lead student in Home Routine * May need assistance with NM (PC Check)   D: AB (M, W, Fri); AB and AA (T, Th)   * AB alternates participating in group and reading on computer (IEP goal)   M, W, Fri: Pro Board Choice; T, TH: Reading on Computer   * Help student(s) communicate with teacher and group using communication device (in Pro Board Choice) * Help student to and from Pro Board * Write down Data   W: NM   * PC Check for NM (If he needs full assistance with PC, Help CP/CS while R/L assists NM) * Have materials ready to go home. Be up front at 3pm   L: CP   * Help student(s) communicate with teacher and group using communication device (in Pro Board Choice) * Help student to and from Pro Board * Write down Data * May need assistance with NM. If so, CP goes to W)   A.: RH; RH and AA (M, W, Fri)   * Help student(s) communicate with teacher and group using communication device (in Pro Board Choice) * Help student to and from Pro Board * Write down Data |
| **3-3:15pm**  Directed  Student Choice  Green Team on Tuesday | D: AA and AB   * Help student(s) communicate with teacher and group using communication device. * Help student to and from Pro Board * Write down Data   W:   * NM to car rider pick up   L: CP   * PC Check for CP * Assist CP in Directed Student Choice   A.: RH   * PC Check for CP * Assist CP in Directed Student Choice |
| **3:15-3:24** | D: AA and AB   * Lead student(s) in Home Routine   W:   * Assist Other students if needed   L: CP   * Lead student(s) in Home Routine   A.: RH   * Lead student(s) in Home Routine |
| Follow Staff Schedule of who will take students to Bus Location in Cafeteria | |