



Weekly Memo

Action Items

“Victims of Communism Day” 2022

The Florida Department of Education (FDOE) has issued a [memorandum regarding “Victims of Communism Day” 2022](#), which will be on **November 7, 2022**.

Holocaust Education Week 2022

The FDOE has issued a [memorandum regarding Holocaust Education Week 2022](#), which will be the week of **November 7-11, 2022**.

Position Available in the Florida Diagnostic and Learning Resources System (FDLRS) Galaxy Associate Center

FDLRS Galaxy, a discretionary project of the Bureau of Exceptional Education and Student Services (BEESS), is seeking a human resource development (HRD) specialist. The application deadline is **November 28, 2022**. To view the job description, see the attached document. To apply for this position, go to the [St. Lucie Public Schools Employment Application web page](#); select “Click to view current job openings”; under “Assignment,” select the box next to “TCH-Educ Consult-FED-FDLR”; and then at the top of the web page, select “Search For Posted Positions.” Finally, select the box that corresponds to the job and then select “Apply for Selected Position(s).” For questions, contact Dawna Guiel at Dawna.Guiel@stlucieschools.org.

- Filename: Educational Consultant HRD-Technology Job Description

Prekindergarten (Pre-K) Virtual Collaborative Inclusion Meeting

The Early Childhood State Leadership Team (SLT) for Inclusion is pleased to announce that registration is now open for the Pre-K Virtual Collaborative Inclusion Meeting, which will be on **December 8, 2022**, from 1 to 3:30 p.m. EST. The Early Childhood SLT for Inclusion includes staff from the FDOE, BEESS, the FDOE Division of Early Learning, the Florida Department of Health- Early Steps, the Florida Head Start State Collaboration Office, and BEESS discretionary projects, to include the Technical Assistance and Training System and the Florida Inclusion Network. This collaborative opportunity, which is intended to increase inclusive educational settings for young children with disabilities and to address State Performance Plan Indicator 6 (Preschool Environments), will be funded by the Florida Preschool Development Grant. Participants may include school district Pre-K contacts, Early Learning Coalitions, Head Start and Early Steps. To register, go to the [Eventbrite web page](#).

2022 Florida Association for Student Services Administrators (FASSA) One-Day Conference

The one-day FASSA Conference will be in Orlando on **December 12, 2022**. For more information and to register, see the attached document. For more information, contact Dr. Jayna Jenkins, FASSA President, 2021-2022, at Jenkins.Jayna@Brevardschools.org or 321-633-1000 extension 11569.

- Filename: FASSA Save the Date Flyer with Registration

Benchmarks for Excellent Student Thinking (B.E.S.T.) Assessments Standard Setting Panels

The FDOE has issued a [memorandum regarding B.E.S.T. Assessments Standard Setting panels](#) and an [attachment regarding B.E.S.T. Assessments Standard Setting panels](#). Nominations must be submitted by **December 30, 2022**, per the instructions in the memo.

Informational Items

The Great Reading Games

Let us engage our students and increase their reading stamina. Learning Ally's Great Reading Games is a seven-week event proven to help educators engage students and increase reading stamina. Struggling readers return to class each day excited to see how many pages they read and if their school has moved up on one of the 12 school leaderboards. Dyslexic and struggling readers have the motivation they need and the recognition they deserve for their reading achievements. The following resources can be used to assist in this event:

- [Tips for the Great Reading Games](#)
- [Great Reading Games Resources](#)
- [The Great Reading Games: Burleson ISD Academy Video](#)

Jessica Brattain
Interim Bureau Chief



For more information, contact
850-245-0475



JOB TITLE	DEPARTMENT	REPORTS TO
Educational Consultant HRD or Technology	FDLRS, HRD, or Technology	FDLRS Administrator

Position No: 63115	Length of Work Year: 10 or 11 Months
Salary Schedule: IN10, IN11	Date Approved: 9/11/07
FSLA: Exempt	Date Revised: 1/8/16

JOB GOAL
To be responsible for the acquisition, dissemination and management of information in providing support services to exceptional students, teachers, parents and agencies.

MINIMUM QUALIFICATIONS

1. Master's degree preferred, with a minimum of three (3) years successful teaching experience, or a Bachelor's Degree with a minimum of five (5) years or more successful teaching experience.
2. Certification in Exceptional Student Education (ESE), or Elementary Education, or Science, or Math, or Reading.
3. Experience with standard computer and technology, including applications to support curriculum and instruction, and ability to share expertise with others.
4. Experience in delivering training, assessment, and data management.
5. Valid Florida drivers' license and reliable transportation to travel to the FDLRS Galaxy service area (Indian River, Martin, Okeechobee and St. Lucie Counties) and within the State of Florida, as necessary to perform job related activities.
6. Flexible work schedule to include nights and weekends to meet the needs of the districts and schools.
7. Proficient oral and written communication skills.
8. Commitment to continuously upgrade skills in research-based and validated practices in the field of education, Multi-Tiered System of Support (MTSS), community resources and technology.
9. Ability to perform functions of the position.

KNOWLEDGE, SKILLS AND ABILITIES

1. Working knowledge of Instructional and/or Assistive Technology.
2. Understanding of Differentiated Curriculum, and Universal Design for Learning (UDL).
3. Ability to use technology and adapt to changing and evolving environments.

DUTIES AND RESPONSIBILITIES

1. Planning, learning, implementing and evaluating meetings, conferences, coaching sessions and other professional development offerings focusing on increasing student achievement.
2. Implementation of state-of-the-art professional development for instructional reform and inclusive educational practices using adult learning theories.
3. Ability to conduct multi-media presentations.
4. Identify, collect, analyze and interpret data.
5. Modeling utilization and integration of instructional and assistive technologies, UDL, and accessible instructional materials.
6. Design and conduct successful professional development offerings ranging from hour long sessions to 2-week institutes that are in alignment with the BEESS Strategic Plan.
7. Implement effective instructional practices in the classroom and provide feedback, serving as coach and mentor.

8. Attend train-the-trainer sessions on targeted topics.
9. Collaboration/coordination with FDLRS managers, function personnel, and other discretionary project personnel, to accomplish center/regional and state goals/objectives.
10. Collaboration and coordination of activities with HRD/Technology colleagues statewide to facilitate a network of professional developers through FDLRS.
11. Evidence of significant and ongoing study and conversations about the quality of professional development in schools to improve the learning opportunities and learning success of all students and staff.
12. Ability to incorporate Florida's Professional Development System Evaluation Protocol into local and regional professional development.
13. Coordination and collaboration with school district personnel, community agencies, educational service providers and other stakeholders to plan, deliver, follow-up and evaluate data-based professional development at the local and regional levels.
14. Disseminate public awareness materials to the general public, as well as to specified target areas.
15. Assist or conduct screenings and/or diagnostic evaluations of potentially disabled or at-risk children as needed.
16. Develop and/or provide training for parents, school personnel and other individuals on appropriate topics, including the parent services function, as assigned.
17. Maintain accurate and current data on ESE services.
18. Write and submit reports as appropriate.
19. Perform assigned tasks in a timely, cost efficient manner, and with a high standard of quality.
20. Perform other tasks and assume other responsibilities as the FDLRS Administrator may assign.

PHYSICAL DEMAND CLASS:

Light (L) - Frequent lifting and carrying of objects weighing 10 pounds or less. Infrequent lifting and carrying of objects weighing 11-35 pounds. Frequent walking and/or standing is required to carry out duties.

FLORIDA ASSOCIATION OF STUDENT
SERVICES ADMINISTRATORS (FASSA)

ANNUAL CONFERENCE

SAVE THE DATE

Monday,
December 12th

8:00-3:30

The Caribe Royale
Orlando

Register Now!