

OFFICE OF THE SPECIAL SERVICES DIRECTOR  
Millburn Public Schools

**INFORMATIONAL ITEM**

November 15, 2010

To: Board of Education Members  
From: Elizabeth Keefe  
Subject: Special Services Report

The psychologists, principals, and I have been working on the district's guidance document for entitling students for special education services. We are using the Response to Intervention (RtI) method as mandated. This is an ongoing project and we are using the procedures this year.

When it is complete it will be posted on the website. The psychologists are planning some parent nights in December to educate them on the RtI process.