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# The Resource Guide

Guide for Families of Children with Disabilities

Dallastown Area School District



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# Parent Tips

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**Finding out your child has a disability may bring about strong emotions such as feelings of guilt, denial, anger, fear for your child's future successes, worry about family concerns or doubt about what to do.**

**Reach out. Don't expect to know everything or be able to do everything by yourself. This booklet will lead you to information, places, people and/or services to which you can reach.**

- ☺ Learn all you can about your child's disability.
  - Understand acronyms and definitions.
  - Utilize books and online resources.
  - Access national and local support groups.
  - Consider participation in disability awareness groups.
  - Be cautious of quick cures and miracle treatments.
- ☺ Establish a working partnership: collaborate often with the school team (teachers, counselors, principal, nurse, related service providers). Both you and the school may request meetings.
  - Regular and consistent communication with the school team is an important way to monitor your child's progress and ensure that concerns are dealt with as they arise, rather than being allowed to escalate or go unattended.
  - Attend all meetings- parents are an integral part of the team.
- ☺ Maximize your conferences by keeping complete records of previous conferences and decisions.
  - Provide insight about the level of difficulty, ease and satisfaction with which your child experiences school.
  - Write down your questions and concerns before the meeting- be sure to identify your child's strengths as well as needs. Also be prepared to share your ideas for your child's program.
  - Keep careful notes and do not be afraid to ask for clarification if you do not understand something.
  - Summarize plans for next steps and the role you will play. Build trust and let the other members of the team know how much you appreciate their efforts.
- ☺ Encourage the development of healthy self- esteem and reinforce home and school learning.
  - Listen to your child's hopes, fears, doubts and dreams.
  - Discuss events at school and talk about what their disability is and isn't.
  - Give praise for little and big successes.
  - Save past work and point out improvements.
  - Go out and have fun with your child doing activities that are fun for both you and your child.
  - Let your child help around the house with appropriate tasks that help build confidence, for example; baking, cleaning, organizing, setting and clearing that table, caring for pets, or putting away groceries.
  - Give clear instructions verbally and on cue cards on how to do each task.
  - Set up routines for dinner, TV, homework and bedtime.

# Common Acronyms Used in Education

Education ABCs	
<b>ABA</b>	Applied Behavior Analysis
<b>ADA</b>	Americans With Disabilities Act
<b>ADD</b>	Attention Deficit Disorder
<b>ADHD</b>	Attention Deficit Hyperactivity Disorder
<b>ALD</b>	Assistive Listening Device
<b>APS</b>	Approved Private School
<b>ASD</b>	Autism Spectrum Disorder
<b>ASL</b>	American Sign Language
<b>AT</b>	Assistive Technology
<b>AVTS</b>	Area Vocational Technical School
<b>AYP</b>	Adequate Yearly Progress
<b>BEC</b>	Basic Education Circular
<b>BICS</b>	Basic Interpersonal Communication Skills
<b>BIP</b>	Behavior Intervention Plan
<b>BSE</b>	Bureau of Special Education
<b>CALP</b>	Cognitive Academic Language Proficiency
<b>CAO</b>	Chief Administrative Officer
<b>CART</b>	Computer Aided Realtime Translation
<b>CASSP</b>	Child & Adolescent Service System Program
<b>CAVP</b>	Corrective Action Verification Plan
<b>CBA</b>	Curriculum-Based Assessment
<b>CERC</b>	Corrections Education Records Center
<b>CFR</b>	Code of Federal Regulations
<b>CLD</b>	Cultural and Linguistic Diversity
<b>COP</b>	Communities of Practice
<b>CTC</b>	Career and Technical Education Center
<b>DIBELS</b>	Dynamic Indicators of Basic Early Literacy Skills
<b>DPW</b>	Department of Public Welfare
<b>ED</b>	Emotional Disturbance
<b>EI</b>	Early Intervention
<b>EIPA</b>	Educational Interpreter Performance Assessment
<b>EITA</b>	Early Intervention Technical Assistance
<b>ELL</b>	English Language Learners
<b>EPSDT</b>	Early Periodic Screening, Diagnosis, and Treatment
<b>ER</b>	Evaluation Report
<b>ESL</b>	English as a Second Language
<b>ESY</b>	Extended School Year
<b>FAPE</b>	Free Appropriate Public Education
<b>FBA</b>	Functional Behavioral Assessment
<b>FERPA</b>	Family Educational Rights and Privacy Act
<b>IAES</b>	Interim Alternative Educational Setting
<b>ICC</b>	Interagency Coordinating Council
<b>IDEA</b>	Individuals With Disabilities Education Act
<b>IEE</b>	Independent Educational Evaluation
<b>IEP</b>	Individualized Education Program
<b>IFSP</b>	Individualized Family Service Plan
<b>IGDI</b>	Individual Growth and Development Indicators

<b>LICC</b>	Local Interagency Coordinating Council
<b>LRE</b>	Least Restrictive Environment
<b>LTCC</b>	Local Transition Coordinating Council
<b>LTF</b>	Local Task Force
<b>MA</b>	Medical Assistance
<b>MAWA</b>	Mutually Agreed Upon Written Arrangement
<b>MD</b>	Multiple Disabilities
<b>MDT</b>	Multidisciplinary Team
<b>MOU</b>	Memorandum of Understanding
<b>MR/DD</b>	Mental Retardation/Developmental Delay
<b>NCLB</b>	No Child Left Behind
<b>NOREP</b>	Notice of Recommended Educational Placement
<b>O &amp; M</b>	Orientation and Mobility
<b>OCD</b>	Obsessive Compulsive Disorder
<b>OCDEL</b>	Office of Child Development and Early Learning
<b>OCR</b>	Office for Civil Rights
<b>ODD</b>	Oppositional Defiant Disorder
<b>ODR</b>	Office for Dispute Resolution
<b>OHI</b>	Other Health Impairment
<b>OI</b>	Orthopedic Impairment
<b>OSEP</b>	Office of Special Education Programs
<b>OT</b>	Occupational Therapy
<b>OVR</b>	Office of Vocational Rehabilitation
<b>PASA</b>	Pennsylvania Alternate System of Assessment
<b>PaTTAN</b>	Pennsylvania Training and Technical Assistance Network
<b>PDD</b>	Pervasive Developmental Disorder
<b>PDD-NOS</b>	Pervasive Developmental Disorder – Not Otherwise Specified
<b>PDE</b>	Pennsylvania Department of Education
<b>PSSA</b>	Pennsylvania System of School Assessment
<b>PT</b>	Physical Therapy
<b>PVAAS</b>	Pennsylvania Value Added Assessment System
<b>RAST</b>	Regional Assessment and Support Team
<b>RH</b>	Response to Intervention
<b>SAS</b>	Standards Aligned Systems
<b>SBBH</b>	School Based Behavioral Health
<b>SDI</b>	Specially Designed Instruction
<b>SEA</b>	State Educational Agency
<b>SEAP</b>	Special Education Advisory Panel
<b>SES</b>	Supplemental Education Services
<b>SICC</b>	State Interagency Coordinating Council
<b>SLD</b>	Specific Learning Disability
<b>STL</b>	Short-Term Loan
<b>SWPBS</b>	Schoolwide Positive Behavior Supports
<b>TBI</b>	Traumatic Brain Injury
<b>TDD</b>	Telecommunication Device for the Deaf
<b>TSS</b>	Therapeutic Staff Support
<b>TTY</b>	Teletypewriter
<b>UDL</b>	Universal Design for Learning
<b>VI</b>	Visual Impairment

# Glossary of Special Education Terms

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1. **Accommodations-** Techniques and materials that enable a student to participate in the educational program to assist the student being able to learn and show what they know without changing the basic curriculum.
2. **Assistive Technology Device-** A piece of equipment or product which is used to increase, maintain, or improve the way a child with a disability interacts and communicates with the world around them. This does not include a medical device that is surgically implanted or the replacement of such a device.
3. **Assistive Technology Services –** Services to help a child with a disability use an assistive technology device. These services include evaluating the needs, providing the device, and then training the child and others to use the device.
4. **Advocacy-** Communicating and promoting the rights, needs and interests of the child on behalf of the child.
5. **Assessment –** Finding out the child’s strengths and weaknesses for the purpose of educational planning.
6. **Auditory Discrimination –** The ability to tell the difference between words and sounds that are similar.
7. **Chapter 14-** The Pennsylvania state law pertaining to the delivery of special education services and programs. It is referred to as regulations or is sometimes called rules.
8. **Child With A Disability-**A child evaluated as having mental retardation, a hearing impairment including deafness, a speech or language impairment, a visual impairment including blindness, emotional disturbance, and orthopedic impairment, autism, traumatic brain injury, other health impairment, a specific learning disability, deaf-blindness, or multiple disabilities, and who as a result of the disability needs special education and related services.
9. **Compliance Complaint –** A complaint filed with the state department of education or local school district by someone who believes an educational law has been broken.
10. **Due Process-**The procedures that parents can use to disagree with the decisions of school district officials concerning special education. The parent is informed of this right by written notice, which describes the options of an informal meeting, mediation, or formal hearing and appeals.
11. **Evaluation-** The process used to determine if a child has a disability and if special education is needed. The evaluation looks at how the child learns, the kinds of instruction that would be successful, and the kinds of instruction that have been tried and have resulted in success.
12. **Evaluation Report (ER)-** The report that is compiled and written by the evaluation team. It describes all of the information gathered from the team members, including the results of assessment. From the report, the evaluation team determines the student’s eligibility and need for special education programs.
13. **Evaluation Team-** A team of educators, other professional individuals, and the child’s parents that review all formal testing of a child and all other evaluation material. The evaluation team must issue a written report stating if the child is a child with a disability who needs special education and making suggestions about the programs and services needed.
14. **Free Appropriate Public Education (FAPE)-** The idea that public school students with disabilities are entitled by law to an education program (based on an IEP) and related services to meet unique educational needs free of charge to the parents.
15. **Functional Behavior Assessment –** a process to collect information and data to try to determine why a student may be displaying a certain behavior or pattern of behaviors.

16. **General Education**-Regular classroom instruction.
17. **Individualized Education Program (IEP)** - The plan written by the IEP team (including parents) that specifically describes the programs and services necessary for a free appropriate public education for the child with a disability.
18. **Individuals with Disabilities Education Act (IDEA '04)** - The federal law which governs the provision of special education services and the rights of parents of a child with a disability.
19. **Informed Consent**-Written agreements stating parents have been informed and understand the purpose and intent of special education evaluations and service decisions. This is voluntary and may be withdrawn.
20. **Intelligence Quotient (IQ)**-A score that indicates a person's general cognitive (mental) ability; average range is 85-115.
21. **Least Restrictive Environment (LRE)** -Students eligible for special education will be educated to the maximum extent appropriate with students who are not disabled.
22. **Manifestation Determination** – a review of all relevant information in the student's file, including the child's IEP, any teacher observations, and any relevant information provided by the parents to determine if the conduct in question was caused by, or had a direct and substantial relationship to, the child's disability or if the conduct in question was the direct result of the school's failure to implement the child's IEP.
23. **Notice Of Recommended Educational Placement (NOREP)**-The form issued to parents to inform them of the placement recommended by the IEP team.
24. **Parent**-A natural parent, adoptive parent, surrogate parent, or foster parent who has been assigned education decision-making rights. The term may also apply to an individual acting in place of a natural or adoptive parent (including grandparent or other relative) with whom the child lives and who has educational decision-making rights, or an individual who is legally responsible for the child.
25. **Positive Behavior Support** - techniques and interventions to ensure that all students are free from demeaning treatment, the use of aversive techniques, and the unreasonable use of restraints.
26. **Primary Language (Non-English)**-Spoken language or another form of communication (including sign language) that the child learned first or that is used in the child's home.
27. **Referral**-Written request for an evaluation to see if a child has a disability that could require special education services.
28. **Related Services**-Services that are necessary to provide specially designed instruction to ensure the child benefits from the special education programs. Examples are special transportation, counseling, school health services, and physical therapy.
29. **Special Education**-Special instruction designed to meet the unique needs of children with disabilities whose educational needs can't be met through changes in the regular instructional program.
30. **Specially Designed Instruction (SDI)**- Adapting the content, methods, or delivery of the instruction as is appropriate based on the unique needs of the child with a disability.
31. **Transition Services**-Specific planning in school that helps to prepare students with disabilities to participate more effectively in higher education or job training, community participation, independent living, continuing and adult education, and employment when they leave school.
32. **Visual perception**-The ability to notice and understand important details needed for reading and writing.

# Resources to Assist Families of Children with Disabilities

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**AHEDD**

Telephone: (717) 840-6202  
2550 Kingston Rd. Suite 225, York PA 17402

**Asperger Parent Group**

Telephone: (717) 801-1272  
300 E. 7<sup>th</sup> Ave., York PA 17404

**Bell Socialization Services, Inc.**

Telephone: (717) 848-5767  
160 South George St., York PA 17401

**Blue CHIP (free or reduced health insurance)**

Telephone: (800) 986-5437  
ATENA program CHIP: (800) 822-2447

**Center for Independent Living**

Telephone: (717) 849-0991 TTY line  
150 Roosevelt Ave. York, PA 17404

**Child Care Consultants**

Telephone: (717) 854-2273

**Community Services Group**

Telephone: (717) 845-5654  
1508 East Market St. York, PA 17403

**Community Progress Council**

*Provides emergency services for families, fuel,  
housing, self sufficiency*  
Telephone: (717) 846-4600

**Deaf Center of York**

Telephone: (717) 854-7022 TTY (717) 848-  
6765  
750 Kelly Drive, York PA 17404

**Elks Home Service Nurse**

Telephone: (717) 751-2758

**Easter Seals of South Central Pennsylvania**

Telephone: (717) 741-3891  
2201 S. Queen St., York, PA 17402

**Family Child Resources, Inc.**

Telephone: (717) 757-1227  
3995 East Market St., York, PA 17402

**FIRST (Free Information Referral Service  
Teleline)**

Telephone: (717) 755-1000

**Forsight Visions & Forsight Industries**

Telephone: (717)848-1690  
1380 Spahn Ave. York PA 17403

**Food Pantry Clearinghouse**

Telephone: (717) 846-8899

**Hiram Andrews Center (at the  
Commonwealth Technical Institute)**

Telephone (814) 255-8200 or  
(800) 762-4211 x8367  
727 Goucher St., Johnstown, PA 15905

**Jessica & Friends Community**

Telephone: (717) 747-9000  
207 Dew Drop Rd., York PA 17402

**Lehman Center**

*Respite care for children up to age 6*  
Telephone: (717) 845-5771

**Margaret Moul Home**

Telephone: (717)767-6463  
2050 Barley Road, York PA 17408

**Office of Vocational Rehabilitation (OVR)**

Telephone: (717)771-4407  
2550 Kingston Road Suite 101, York PA 17402

**PASSABCO (The PA Social Security  
Administration Benefits Counseling and  
Assistance Project)**

(717) 394-0647 Or (866) 541-7005  
1048 North Plum St. Lancaster, PA 17601

**Penn Employment Services**

Telephone: (717) 846-6589  
497 Hill St. York PA 17403

**Penn Laurel Girl Scout Council**

Telephone: (717) 757-3561 x 249  
1600 Mt Zion Rd., York PA 17402

**Penn-Mar Organization, Inc.**

Telephone: (717) 235-8068  
10671 Susquehanna Trail, Glen Rock, PA 17327

**Public Assistance**

Telephone: (717) 771-1100



**Rabbittransit**

Telephone: (717) 846-7433  
1230 Roosevelt Ave. York, PA 17404

**Service Access & Management**

Telephone: (717) 848-8744  
1305 E. Market St., York PA 17403

**Skills Of Central PA, Inc.**

Telephone: (717) 630-2455  
600 Linden Ave. Hanover, PA 17331

**Social Security Administration**

Telephone: (717) 767-1600  
950 Borom Rd. York, PA 17401

**Special Olympics of York County**

Telephone: (717) 846-1881 or (866) 377-7692  
PO Box 333, Dover, PA 17315

**The ARC of York County**

Telephone: (717) 846-6589  
1803 Mt. Rose Avenue, Suite C-1, York, PA  
17403

**The Glatfelter Agency, Special Needs  
Department**

Telephone: (717) 852-8000 x 4946 or  
(800) 632-1884  
221 W. Philadelphia St. Suite 400 York, PA  
17403

**The Shadowfax Corporation**

Telephone: (717) 854-7742  
386 Pattison St. York PA 17403  
149 Tremont St. York PA 17403

**Typical Life Corporation**

Telephone: (717) 266-3618  
P.O. Box 589, Mt. Wolf, PA 17356

**United Cerebral Palsy of South Central PA**

Telephone: (717) 632-5552 or (800) 333-3873  
788 Cherry Tree Ct., Hanover, PA 17331

**Voter Registration Office**

Telephone: (717) 771-9604  
28 East Market St. York, PA 17401

**York-Adams Area Council, Boy Scouts of  
America**

Telephone: (717) 843-0901  
2139 White Street, York, PA 17404

**York-Adams Mental Health-Mental  
Retardation Program**

Telephone: (717) 771-9618 or  
1-800-441-2025, ext. 9618  
York County Government Center  
100 West Market Street, Suite 301, York, Pa  
17401

**York County Careerlink Team Pennsylvania  
Careerlink**

Telephone: (717) 767-7625  
841 Vogelsong Rd., York PA 17404

**York County Children and Youth Services**

Telephone: (717) 846-8496

**York Housing Authority**

Telephone: (717) 845-2601  
31 South Broad St., York PA 17405

**York Rescue Mission**

(717) 845-7662

## Resources on the Internet

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**Accessible Vans and Mobility**

[www.avmvans.com](http://www.avmvans.com)

**Autism Link for PA**

<http://www.autismlink.com/locations/view/39>

**Autism Society of America, York Chapter**

[www.autismyork.org](http://www.autismyork.org)

**Brain Injury Association of PA**

[www.biapa.org](http://www.biapa.org)

**CHADD: Children and Adults with Attention Deficit/Hyperactivity Disorder**

[www.chadd.net](http://www.chadd.net)

**Department of Health, Bureau of Family Health**

[www.dsf.health.state.pa.us/health/cwp/view.asp](http://www.dsf.health.state.pa.us/health/cwp/view.asp)

**Epilepsy Foundation of Western/Central PA**

[www.efwp.org](http://www.efwp.org)

**International Dyslexic Association PA branch**

[www.pbida.org](http://www.pbida.org)

**National Center for Learning Disabilities**

[www.nclld.org](http://www.nclld.org)

**Tourette's Syndrome**

[www.tourettsnyndrome.net/index.html](http://www.tourettsnyndrome.net/index.html)

**United Disability Services**

[www.udservices.org](http://www.udservices.org)

# Additional Resources for Educational Advocacy

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## **THE ARC OF PENNSYLVANIA**

101 South Second Street  
Suite 8  
Harrisburg, PA 17101  
800-692-7258  
[www.thearcpa.org](http://www.thearcpa.org)

## **CENTER FOR DISABILITY LAW AND POLICY**

Telephone: (888) 745-2357  
1617 JFK Blvd. , Suite 800  
Philadelphia, PA 19103

## **PARENT EDUCATION NETWORK (PEN)**

2107 Industrial Highway  
York, PA 17402-2223  
717-600-0100 (Voice/TTY)  
800-522-5827 (Voice/TTY)  
800-441-5028 (Spanish in PA)  
717-600-8101 (Fax)  
[www.parentednet.org](http://www.parentednet.org)

## **PARENT EDUCATION AND ADVOCACY LEADERSHIP CENTER (PEAL)**

1119 Penn Avenue  
Suite 400  
Pittsburgh, PA 15222  
412-281-4404 (Voice)  
866-950-1040 (Voice)  
412-281-4409 (TTY)  
412-281-4408 (Fax)  
[www.pealcenter.org](http://www.pealcenter.org)

## **HISPANICS UNITED FOR EXCEPTIONAL CHILDREN (HUNE, INC.)**

202 West Cecil B. Moore Avenue  
Philadelphia, PA 19122  
215-425-6203 (Voice)  
215-425-6204 (Fax)  
[www.huneinc.org](http://www.huneinc.org)

## **THE MENTOR PARENT PROGRAM, INC.**

P. O. Box 47  
Pittsfield, PA 16340  
814-563-3470 (Voice)  
888-447-1431 (Voice in PA)  
800-855-1155 (TTY)  
814-563-3445 (Fax)  
[www.mentorparent.org](http://www.mentorparent.org)

## **DISABILITIES RIGHTS NETWORK**

1414 North Cameron Street  
Suite C  
Harrisburg, PA 17103  
800-692-7443 (Toll-Free Voice)  
877-375-7139 (TDD)  
717-236-8110 (Voice)  
717-346-0293 (TDD)  
717-236-0192  
[www.drnpa.org](http://www.drnpa.org)

## **PENNSYLVANIA BAR ASSOCIATION**

100 South Street  
Harrisburg, PA 17101  
800-932-0311 (Phone)  
[www.pabar.org](http://www.pabar.org)

## **BUREAU OF SPECIAL EDUCATION'S CONSULTLINE, A PARENT HELPLINE**

800-879-2301  
ConsultLine personnel are available to parents and advocates of children with disabilities or children thought to be disabled to explain federal and state laws relating to special education; describe the options that are available to parents; inform the parents of procedural safeguards; identify other agencies and support services; and describe available remedies and how the parents can proceed.

## **OFFICE FOR DISPUTE RESOLUTION**

6340 Flank Drive  
Harrisburg, PA 17112-2764  
717-541-4960 (Phone)  
800-222-3353 (Toll Free in PA only)  
800-654-4984 (TTY)  
717-657-5983 (Fax)  
<http://ODR.pattan.net>  
The Office for Dispute Resolution administers the mediation and due process systems statewide, and provides training and services regarding alternative dispute resolution methods.

## **THE PENNSYLVANIA TRAINING AND TECHNICAL ASSISTANCE NETWORK (PaTTAN)**

Harrisburg 800-360-7282  
King of Prussia 800-441-3215  
Pittsburgh 800-446-5607  
[www.pattan.net](http://www.pattan.net)