

What is a case manager?

Case managers are assigned to students who have an Individual Educational Program (IEP). A case manager is a licensed teacher or related service provider who is a member of your child's team and is responsible to communicate with home, school and staff. Related service providers serve as the case manager for students who receive related service only. Each year, as students change grades, their case manager may change.

The role of case manager:

- To serve as the primary contact for parents regarding questions or concerns related to the IEP, program and/or services.
- To communicate any issues or concerns to appropriate support personnel (this may include the social worker, psychologist, guidance counselor, or lead teacher (Middle or High School)).
- To communicate with parents and serve as a liaison with team members prior to annual review.
- To attend Sub-Committee on Special Education (SCSE) and Committee on Special Education (CSE) meetings for the student.

** The classroom teacher serves as the first point of contact for parental concerns for students with a 504 Accommodation Plan.