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Business Administrator

Date: November 4, 2004  
To: All Special Education Certified Staff  
From: District Special Education Staff  
Subject: Consultation/Monitor Status

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There has been some confusion about several issues related to placing a student on “monitor”. Our staff, in consultation with state office personnel, has met and come to an agreement on these issues.

1. We recommend the term “monitor” be discontinued. The Rules and Regs allow for a consultation service pattern. The term “monitor” is not mentioned.
2. **A consultation service pattern requires more than just consultation.** Specialized instruction needs to be provided. If the specialized instruction is no longer to be provided by the special education teacher, then it must be provided by someone else such as the regular education teacher. When filling out the IEP, specialized instruction in the regular classroom should be listed under the heading of “Special education services” along with the amount of time and frequency. The consultation from the special education teacher to the regular education teacher should be listed under the heading of “Program modifications, supports for school personnel and/or supplementary aids and services in regular education programs” along with the frequency of the consultation. At least one IEP goal needs to be related to the specialized instruction given in the regular education classroom.
3. Changing the service pattern from a resource class to supplementary services provided in conjunction with regular classroom placement constitutes a change of placement. (See page 52, section 2b in the Golden Rules.) **Because this situation involves a change of placement, an IEP meeting must be held.**
4. The current change of placement form does not accurately reflect this change as a change of placement. The form uses the same check box for two options listed with separate bullets: 1. Regular class with consultation and/or itinerant



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services 2. Regular class with part-time special education services, (i.e. resource class placement of less than 3 hours). Continue to check the box, but also check or circle the appropriate bullet. This way the form will accurately reflect the placement that has been determined.

5. In the past, if a student has been “monitored” or has been on “consultation”, we have recommended that this type of service be provided on a short term basis prior to either reevaluating to see if the student still qualifies as having a disability or providing more intense services if the student is doing poorly. These recommendations can be ignored since “monitor” and “consultation only” are not allowable service patterns. In the event that consultation is provided to support the specialized instruction, in the regular education classroom (as described in #2 above), there is no recommended length of time this type of service pattern should be in place. It is entirely an IEP team decision and may be appropriate for a few months or for several years. It’s quite possible that this placement represents the least restrictive environment for a student with a disability who continues to require specialized instruction.