



**College of Education and Human Development  
Division of Special Education and disAbility Research**

Spring 2021

EDSE 662 DL1: Consultation and Collaboration

CRN: 10867, 3 – Credits

<b>Instructor: Dr. Rajiv Satsangi</b>	<b>Meeting Dates: 1/25/21 – 5/10/21</b>
<b>Phone: 703-993-1746</b>	<b>Meeting Day(s): Monday</b>
<b>E-Mail: rsatsang@gmu.edu</b>	<b>Meeting Time(s): 7:20 pm – 10 pm</b>
<b>Office Hours: By email appointment</b>	<b>Meeting Location: N/A; Online</b>
<b>Office Location: Fairfax Campus – Finley 209</b>	<b>Other Phone: N/A</b>

**Note: This syllabus may change according to class needs. Teacher Candidates/Students will be advised of any changes immediately through George Mason e-mail and/or through Blackboard.**

**Prerequisite(s):**

Teaching licensure, or enrollment in graduate degree program in education.

**Co-requisite(s):**

None

**Course Description**

Provides professionals in special education, regular education, and related fields with knowledge and communication skills necessary for collaborative consultation and technical assistance to other educators and service providers.

**Advising Contact Information**

Please make sure that you are being advised on a regular basis as to your status and progress in your program. Students in Special Education and Assistive Technology programs can contact the Special Education Advising Office at 703-993-3670 or [speced@gmu.edu](mailto:speced@gmu.edu) for assistance. All other students should refer to their assigned program advisor or the Mason Care Network (703-993-2470).

### **Advising Tip**

Did you know that to receive your teaching license you need to submit your request to VDOE? Depending on your situation, you can either submit your paperwork to VDOE through your county HR office or through GMU. For instructions, visit <http://cehd.gmu.edu/teacher/instructions>.

### **Course Delivery Method**

Learning activities include the following:

1. Class lecture and discussion
2. Application activities
3. Small group activities and assignments
4. Video and other media supports
5. Research and presentation activities
6. Electronic supplements and activities via Blackboard

This course will be delivered online (76% or more) using a synchronous format via the Blackboard Learning Management system (LMS) housed in the MyMason portal. You will log in to the Blackboard (Bb) course site using your Mason email name (everything before @masonlive.gmu.edu) and email password. The course site will be available on 1/25/21.

Under no circumstances, may candidates/students participate in online class sessions (either by phone or Internet) while operating motor vehicles. Further, as expected in a face-to-face class meeting, such online participation requires undivided attention to course content and communication.

### **Technical Requirements**

To participate in this course, students will need to satisfy the following technical requirements:

- High-speed Internet access with standard up-to-date browsers. To get a list of Blackboard's supported browsers see: [Browser support \(https://help.blackboard.com/Learn/Student/Getting\\_Started/Browser\\_Support#supported-browsers\)](https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support#supported-browsers)

To get a list of supported operation systems on different devices see: [Tested devices and operating systems \(https://help.blackboard.com/Learn/Student/Getting\\_Started/Browser\\_Support#tested-devices-and-operating-systems\)](https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support#tested-devices-and-operating-systems)

- Students must maintain consistent and reliable access to their GMU email and Blackboard, as these are the official methods of communication for this course.
- Students will need a headset microphone for use with the Blackboard Collaborate web conferencing tool.

- Students may be asked to create logins and passwords on supplemental websites and/or to download trial software to their computer or tablet as part of course requirements.
  - The following software plug-ins for PCs and Macs, respectively, are available for free download: [Adobe Acrobat Reader \(https://get.adobe.com/reader/\)](https://get.adobe.com/reader/)
  - [Windows Media Player \(https://support.microsoft.com/en-us/help/14209/get-windows-media-player\)](https://support.microsoft.com/en-us/help/14209/get-windows-media-player)
  - [Apple Quick Time Player \(www.apple.com/quicktime/download/\)](http://www.apple.com/quicktime/download/)

## Expectations

- **Course Week:**  
Our course week will begin on the day that our synchronous meetings take place as indicated on the Schedule of Classes.
- **Log-in Frequency:**  
Students must actively check the course Blackboard site and their GMU email for communications from the instructor, class discussions, and/or access to course materials at least 3 times per week. In addition, students must log-in for all scheduled online synchronous meetings.
- **Participation:**  
Students are expected to actively engage in all course activities throughout the semester, which includes viewing all course materials, completing course activities and assignments, and participating in course discussions and group interactions.
- **Technical Competence:**  
Students are expected to demonstrate competence in the use of all course technology. Students who are struggling with technical components of the course are expected to seek assistance from the instructor and/or College or University technical services.
- **Technical Issues:**  
Students should anticipate some technical difficulties during the semester and should, therefore, budget their time accordingly. Late work will not be accepted based on individual technical issues.
- **Workload:**  
Please be aware that this course is not self-paced. Students are expected to meet *specific deadlines* and *due dates* listed in the Class Schedule section of this syllabus. It is the student's responsibility to keep track of the weekly course schedule of topics, readings, activities and assignments due.
- **Instructor Support:**  
Students may schedule a one-on-one meeting to discuss course requirements, content or other course-related issues. Those unable to come to a Mason campus can meet with the instructor via telephone or web conference. Students should email the instructor to schedule a one-on-one session, including their preferred meeting method and suggested dates/times.
- **Netiquette:**

The course environment is a collaborative space. Experience shows that even an innocent remark typed in the online environment can be misconstrued. Students must always re-read their responses carefully before posting them, so as others do not consider them as personal offenses. *Be positive in your approach with others and diplomatic in selecting your words.* Remember that you are not competing with classmates, but sharing information and learning from others. All faculty are similarly expected to be respectful in all communications.

- Accommodations:  
Online learners who require effective accommodations to insure accessibility must be registered with George Mason University Disability Services.

### **Learner Outcomes**

Upon completion of this course, teacher candidates/students will be able to:

1. Define collaboration, consultation, and teamwork and explain the essential characteristics of each;
2. Identify variables that may facilitate or constrain participation in collaboration, consultation, or teamwork settings;
3. Demonstrate communication skills of listening, avoiding communication roadblocks, dealing with resistance, being appropriately assertive, and resolving conflicts;
4. Apply problem-solving techniques in collaborating with professional colleagues, parents, and related and ancillary personnel to provide for students' learning and behavioral needs;
5. Develop self-assessment techniques for improving consultative and collaboration skills.
6. Plan activities that implement effective consultation and collaboration techniques.
7. Develop an Individualized Education Plan.

### **Professional Standards**

(Council for Exceptional Children (CEC), Interstate Teacher Assessment and Support Consortium (InTASC). Upon completion of this course, students will have met the following professional standards: CEC Standard 1: Learner Development and Individual Learning Differences (InTASC 1,2); CEC Standard 3: Curricular content knowledge (InTASC 4,5); CEC Standard 5: Instructional planning and strategies (InTASC 7,8); CEC Standard 6: Professional learning and ethical practice (InTASC 9) & CEC Standard 7: Collaboration (InTASC 10).

### **Evidence-Based Practices**

This course will incorporate the evidence-based practices (EBPs) relevant to communication, collaboration, and consultation. Evidence for the selected research-based practices is informed by meta-analysis, literature reviews/synthesis, the technical assistance networks which provide web-based resources, and the national organizations whose mission is to support students with disabilities. We address both promising and emerging practices in the field of special education. This course will provide opportunities for teacher candidates/students to take an active, decision-making role to thoughtfully select, modify, apply, and evaluate EBPs in order to improve outcomes for students with disabilities.

### **Required Texts**

Friend. (2020). *Interactions: Collaboration Skills for School Professionals* (9<sup>th</sup> ed.). Boston, MA: Pearson. ISBN 9780135752296

### **Recommended Texts**

Bateman, B. D., & Linden, M. A. (2006). *Better IEPs: How to develop legally correct and educationally useful programs* (5th ed.). Verona, WI: Attainment Company.

American Psychological Association. (2020). *Publication manual of the American Psychological Association* (7th ed.). <https://doi.org/10.1037/0000165-000>

### **Course Performance Evaluation**

Students are expected to submit all assignments on time in the manner outlined by the instructor (e.g., Blackboard, VIA, hard copy).

### **VIA Performance-Based Assessment Submission Requirement**

It is critical for the special education program to collect data on how our students are meeting accreditation standards. Every teacher candidate/student registered for an EDSE course with a required Performance-based Assessment (PBA) is required to upload the PBA to VIA (regardless of whether a course is an elective, a one-time course or part of an undergraduate minor). A PBA is a specific assignment, presentation, or project that best demonstrates one or more CEC, InTASC or other standard connected to the course. A PBA is evaluated in two ways. The first is for a grade, based on the instructor's grading rubric. The second is for program accreditation purposes. Your instructor will provide directions as to how to upload the PBA to VIA.

For EDSE 662, the required PBA is Individualized Education Program Project. Please check to verify your ability to upload items to VIA before the PBA due date.

### **Assignments and/or Examinations**

#### **Performance-based Assessment (VIA submission required)**

#### **Assignment #1: Individualized Education Program Assignment (40 points)**

The purpose of this assessment is to have candidates demonstrate knowledge of the individualized planning process required for the development of educational programs for students with mild to moderate exceptional learning needs. Candidates will demonstrate their ability to develop the critical components of an Individualized Educational Program (IEP) that are legally sufficient and educationally appropriate for the described case study student. Candidates also will also demonstrate an understanding of how these components come together to build a framework for the student's educational program by writing a narrative that includes:

1. Justification for their decisions within the IEP,
2. Explanation of the collaborative process required.

Throughout the assignment it is critical to incorporate collaborative aspects of developing an IEP with stakeholders, including the student (as appropriate), family members, general educators, related service providers, school administrators, and other relevant parties. In continuously considering the collaborative aspects of the IEP process, candidates will participate in in-class cooperative learning opportunities, such as role-play exercises, and activities designed to prepare for the IEP product and writing of the narratives.

### **Step One: Select a Student**

For this assignment, the instructor will assign a case study for your use.

### **Step Two: Prepare and Write Your Case**

Using the information available to you about your student, create a narrative with the components identified below. Head each section of the document with the corresponding component. Within each indicated section or heading, **include the component and a separate subheading for your rationale.**

#### **Component A: Present Level of Academic Achievement and Functional Performance (PLOP)**

1. Using all documentation available, gather information about the student that is relevant to the following areas:
  - a. Student Perspective: The strengths and concerns relevant to enhancing the education of the student as expressed by the student, when appropriate.
  - b. Parent/Guardian/Family Member Perspective: The strengths and concerns relevant to enhancing the education of the student as expressed by the parent(s)/guardian(s)/family member(s).
  - c. Evaluations: The results of the most recent evaluations of the student (educational, speech/language, psychological, OT/PT, social, etc.).
  - d. Assessments: The results of the student's performance on any general state or district-wide assessments, as appropriate.
  - e. Needs: The academic, developmental, and functional needs of the student.
  - f. Behavior: In the case of a child whose behavior impedes the student's learning or learning by others, consider interventions, support, and strategies to address that behavior (e.g., Positive Behavioral Interventions and Supports [PBIS]; Functional Behavioral Analysis [FBA]).
  - g. Limited English Proficiency: In the case of a student with limited English proficiency, consider the language needs of the student as those needs relate to the student's IEP.
  - h. Blind or Visually Impaired: In the case of a student who is blind or visually impaired, provide for instruction in Braille and the use of Braille unless the IEP Team determines, after an evaluation of the student's reading and writing skills, needs, and appropriate reading and writing media (including an evaluation of the student's future needs for instruction in Braille or the use of Braille), that instruction in Braille or the use of Braille is not appropriate for the student.
  - i. Communication (Including Deaf or Hard of Hearing): Consider the communication needs of the student and, in the case of a student who is deaf or hard of hearing, consider the student's language and communication mode, academic level, and full range of needs,

including opportunities for direction instruction in the student's language and communication mode.

j. Assistive Technology: Consider whether or not the student needs assistive technology devices and services.

2. Develop a statement of the student's present levels of performance. Include:
  - Description of the student's strengths with evidence from evaluations, assessments, and student/family member's perspectives,
  - Description of areas in need of improvement (needs/behavior) with evidence from evaluations, assessments, and student/family member's perspectives AND how performance differs from peers,
  - Educational implications of the student's:
    - Mild to moderate exceptionalities,
    - Sensory impairments (when applicable),
    - Variations in cultural beliefs, traditions, and values.

### **Component B: Measurable Annual Goals**

1. Create 3 measurable annual goals for the student. The goals must be:

- Based on the present level of performance statements and the student's needs.
- Observable and measurable.
- Age and ability appropriate.
- Prioritized and based on the scope and sequence of the VA SOL.
- Focused on increasing skills and/or positive behaviors.
- Responsive to variations in beliefs, traditions, and values across cultures.

2. Rationale: Respond to the following questions:

- How are these goals prioritized and age appropriate?
- In what ways do these goals reflect the PLOPs?
- In what ways do these goals show increasing skills and/or positive behavior for the student?
- In what way are these goals responsive to any variations in beliefs, traditions, and values of the student or his/her family?

### **Component C: Short Term Objectives/Benchmarks**

1. Write *at least 2 short-term objectives or benchmarks for each annual goal*. The objectives/benchmarks relate to the goal and are derived by breaking the annual goal down into smaller, achievable tasks. The criteria must be appropriate for the student and for performance of the task.
2. Each objective/benchmark should include:
  - a. Task,
  - b. Condition

- c. Criterion
3. Rationale: Respond to the following questions:
- a. How are these short-term objectives based on sequential age and ability appropriate for individualized learning objectives?
  - b. How do these objectives relate to the annual goals?
  - c. How do these objectives include learner criteria that are appropriate to task performance? Justify your criteria.
  - d. Do the objectives include statements of generalization and maintenance?

**Component D: Services, Least Restrictive Environment, & Placement**

1. Identify and describe the student’s placement on the continuum of services.
2. List and describe all appropriate program, primary, and related services\* that the student needs to appropriately participate in within the students’ least restrictive environment. Include a statement of:
  - What the service is (e.g., individual/small group instruction in 7th grade social studies; individual occupational therapy)
  - How often the services will occur (e.g., every day for 50 mins; once a month for 30 mins)
  - Duration of services, with start and end date (e.g., duration: 6 months; start date: 9/3/2013; end date: 2/3/2014)
  - Location of the service (e.g., XYZ school; Fairfax Hospital)
  - Setting of the service (e.g., self-contained classroom with special educator and assistant; occupational therapy room at local hospital)
  - Who will deliver the service (e.g., special educator; occupational therapist)
3. Indicate if there are any activities in which the student is unable to participate, even with support.
4. Rationale: Respond to the following questions:
  - Why did you choose the program and services you describe?
  - How do the primary, program, and related services consistently align with the areas of need based on the students PLOP?

\*For the purposes of this assignment:

- Related services include physical therapy, occupational therapy, speech-language pathology, social work, and other services.
- Assistive Technology may be one of the services considered for this assignment.

**Component E: Participation in State Assessments**

1. Describe the student’s participation in state assessments. The assessment(s) noted and participation levels described must reflect:
  - The impact that exceptionalities (including auditory and information processing skills) can have on an individual’s testing abilities.



- Consideration of due process rights, assurances, and issues related to assessment.
- Accommodations, as suitable, and described, if they are needed.

2. Rationale: Respond to the following questions:

- a) What did you consider in selecting the appropriate levels of student participation in state assessments?
- b) How are the student's participation levels specifically related to the PLOP, including any issues related to auditory and information process skills (as appropriate)?

*Note:* A quality written rationale includes consideration of the above and discusses how the levels of student participation in the selected state and district-wide assessments relate to present levels of performance. You may use Virginia state assessments as your model.

### **Component F: Accommodations and Modifications**

1. Describe the accommodations and/or modifications necessary to individualize instruction to provide meaningful and challenging learning for the student that:
  - Are based on the present levels of performance and assessment data and (2) consider the student's exceptionalities
  - Allow the student to access the general education curriculum.
  - Assist in providing meaningful and challenging learning experiences for the student.
  - Provide access to educationally related settings, including non-academic and extra-curricular activities.
2. Rationale: Respond to the following questions:
  - a) How did the student's PLOP relate to the choice of accommodations?
  - b) How do the above provide access to nonacademic and extracurricular activities and are they appropriate to the needs of the student?
  - c) Explain how the selected accommodations and/or modifications are based on assessment data.
  - d) In what ways did you consider the student's exceptionality?

### **Step Three: Narrative on IEP Collaboration**

Under a separate heading in the document, describe the collaborative nature of the IEP development process, as well as the roles of individuals with exceptional learning needs, families, and school and community personnel in planning of an individualized program. This includes a discussion of:

- The collaborative activities that should occur prior to development of the IEP.
- Methods of involving students, families, related service providers, and other professionals in the IEP development process.
- Methods for fostering respectful and beneficial relationships between students and their families and professionals throughout the IEP development process.
- Collaborative activities that should occur after the IEP is developed, including next steps for working with general education teachers, the student, and other stakeholders.

## College Wide Common Assessment

N/A

### Other Assignments

#### Assignment #2: Professional Learning Community Presentations (20 points)

Within your PLC groups the following tasks will be completed:

**Group Questions:** Each group will create a list of questions and discussion topics related to the issue of collaboration between special and general educators in a K-12 setting. Submit these questions with your Collaboration Interview Assignment (see Assignment #3 below).

**Chapter Presentation:** Each PLC group will plan and present one or more of the following chapters within *Friend (2020)* to the class as assigned by the professor: **Chapters 5-6, 7, 8, 9-10, 11.** Presentations should provide a detailed overview of the chapter, class wide discussion, small group analysis (e.g., think-pair-shares), and engaging activities. Group members should also briefly discuss the larger takeaways from their individual Collaboration Interviews. Each group presentation should last approximately 60 minutes in length. Refer to Blackboard for the rubric.

#### Assignment #3: Collaboration Interview Assignment (20 points)

During the course, each student will conduct one interview individually with a Special Education teacher who collaborates with other staff members (e.g., ESOL teachers, General Education teachers, other Special Education teachers, administrators) within their work setting during the school day. During the interview session, students will engage in a discussion while asking questions developed in their PLC groups. After the interview, students will write a **two page–single-spaced paper** (12-point font; one-inch margins; length does not include references and appendices) discussing their interviewee’s responses and their own analysis of what was discussed. Please use the template provided on Blackboard to complete your paper. Refer to Blackboard for the rubric as well.

#### Assignment #4: Attendance/Participation (20 points)

Participation includes the asking of questions and participation in interactive discussion. Students are to complete the required readings and assignments prior to the relevant class meetings.

**Reading checks may be given during any class session to assess your preparation for that day’s discussion.** Be aware that any points earned through classroom activities during a time of absence will NOT be earned and cannot be made up.

Points for class attendance and participation are positively impacted by:

1. Attending class and being psychologically available to learn

2. Completing and handing in all class assignments
3. Participating in class discussions/activities
4. Thoughtfully contributing to class discussions
5. Listening to the ideas of other peers
6. Demonstrating an enthusiasm for learning

Participation points are negatively affected by being late to class, demonstrating a disinterest in the material/discussions (e.g., reflection activities, small group activities, discussions, etc.), and/or absences. Points are also deducted for a lack of digital etiquette during class sessions.

NOTE: All assignments should reflect graduate-level spelling, syntax, and grammar, as well as APA style guidelines. If you experience difficulties with the writing process, you will be required to document your work with the GMU Writing Center during this course to improve your skills.

### Summary of Assignments

Assessment	Individual	Small Group	Total Points
Individualized Education Program	X		40
PLC Chapter Presentation		X	20
Collaboration Interview	X		20
Attendance/Participation	X		20

## Course Policies and Expectations

### Attendance/Participation

#### *Attendance*

Students are expected to (a) attend all classes during the course, (b) arrive on time, (c) stay for the duration of the class time, and (d) complete all assignments. Attendance, timeliness, and professionally relevant- active participation are expected. Attendance and professional participation at all sessions is very important because many of the activities in class are planned in such a way that they cannot necessarily be recreated outside of the class session. Be aware that any points earned for participation in class activities during a time of absence will not be earned and cannot be made up. **One absence will result in 0 points deducted from your overall grade. Two absences will result in a loss of 11 points. Three or more absences will result in a loss of 21 points. Repeated tardiness and/or leaving early will result in a loss of 3 points per incidence. If you have perfect attendance throughout the semester, you will receive 1 extra credit point.** Please notify me *in advance* by email if you will not be able to attend class.

NOTE: It is impossible to participate fully in this class while texting, tweeting, working on documents, etc. Please be *fully* present in class.

#### *Participation.*

You are expected to be present, prepared, and exhibit professional dispositions for each class

session. Activities resulting in points toward your final grade will be completed during class sessions. Quality of product and completion of the activity within class will impact points earned. Points missed due to absences during class activities cannot be made up.

Quality participation includes:

- (a) Arriving on time, including back from break(s)
- (b) Staying in the classroom/activity area for the duration of the class time
- (c) Participating in all class activities (face-to-face and outside of class, including by electronic means)
- (d) Having on hand all materials required for the class session as per course assignments and the syllabus

### **Late Work**

All assignments are due on the dates indicated (at the beginning of class). Consult with me *in advance* if there is a problem. In fairness to students who make the effort to submit papers on time, 5 points per day will be deducted from your assignment grade for late papers unless I have agreed to an extension (may be granted one time only for one assignment only). A maximum extension of 1 calendar week may be granted. Please retain a copy of your assignments in addition to the ones you submit.

### **Other Requirements**

This is a 3-credit graduate level course. Traditionally, 3-credit courses across a 15-week semester require an average of 45 hours of in-class time and approximately 90 hours of independent reading and assignment completion. Be prepared to put in that amount of time into this class and plan your schedule accordingly.

Some assignments require you to synthesize material from the course and outside sources into coherent statements of your ideas. In such cases, your writing should be databased— meaning that you must support statements and ideas with evidence from these sources, giving these sources credit. The standard format for writing in the field of education is outlined in the *Publication Manual of the American Psychological Association, 6<sup>th</sup> edition* ([www.apastyle.org](http://www.apastyle.org)). Specifically, the final version of your Instructional Program should be written in APA style, including a cover page, running head, pagination, headings (as needed), citations (as needed), and reference pages. The citation for this manual is included in the section entitled “Recommended Texts”. For an online resource, see [www.apastyle.org](http://www.apastyle.org).

It is expected that you know how to paraphrase and cite information appropriately to meet both APA guidelines and to avoid plagiarism. This website provides some useful information on how to avoid plagiarism in your writing: <http://www.plagiarism.org/>

### **Communication.**

The most efficient way to contact me is through email. I check email daily Monday-Friday from

9:00am-9:00pm. If your email reaches me during this period of time, I will respond immediately. Otherwise, I will respond within 24 hours during the week. Keep in mind that I teach from 6:00-10:30pm. On weekends, I check my Mason account on Sunday evenings and will respond to all emails received then. Do not email me an hour before an assignment is due and expect a response. If you would prefer to meet with me either before or after class (or at another time during the day), please do not hesitate to contact me.

*Written Language:* Students at the graduate level are expected to compose with accuracy (grammar, spelling, other mechanics, form, structure, etc.) and at a conceptual level commensurate with advanced degree study. APA Style is the standard format for any written work in the College of Education and Human Development. If you are unfamiliar with APA format, it would benefit you to purchase the current edition of the Publication Manual of the American Psychological Association. You are required to use APA guidelines for all course assignments as noted in the assignment descriptions. This website links to APA format guidelines: <http://apastyle.apa.org> .

*Oral Language:* Use “person-first language” in class discussions and written assignments (and, ideally, in professional practice). In accordance with terminology choices in the disability community, strive to replace the term “Mental Retardation” with “Intellectual Disabilities” in oral and written communication and to avoid language labels by stating, for example, a “student with disabilities” (SWD) rather than a “disabled student”. Please refer to guidelines for non-handicapping language in APA Journals, including information available at: <http://www.apa.org/pi/disability/resources/policy/resolution-ada.pdf> and <http://supp.apa.org/style/pubman-ch03.15.pdf>.

### **Inclement Weather**

If classes are cancelled at George Mason University, a message will be posted on the class Blackboard site and all class members will receive an email. Because such cancellations are often at the last minute, it may be difficult to get this message prior to leaving for class. If in doubt, dial the University phone number (703-993-1000) or visit the university website ([www.gmu.edu](http://www.gmu.edu)). I will email you regarding weather as soon as it is announced. *Please note, the cancellation of classes due to inclement weather is determined by the decision of the instructing university only. If the instructing university is open and operational, then you are expected to attend class.*

### **Grading Scale**

95-100% = A  
90-94% = A-  
80-89% = B  
70-79% = C  
< 70% = F

**\*Note:** The George Mason University Honor Code will be strictly enforced. See [Academic Integrity Site \(https://oai.gmu.edu/\)](https://oai.gmu.edu/) and [Honor Code and System \(https://catalog.gmu.edu/policies/honor-code-system/\)](https://catalog.gmu.edu/policies/honor-code-system/). Students are responsible for reading and understanding the Code. “To promote a stronger sense of mutual responsibility, respect, trust, and fairness among all members of the George Mason University community and with the desire for greater academic and personal achievement, we, the student members of the university community, have set forth this honor code: Student members of the George Mason University community pledge not to cheat, plagiarize, steal, or lie in matters related to academic work.” Work submitted must be your own new, original work for this course or with proper citations.

### **Professional Dispositions**

Students are expected to exhibit professional behaviors and dispositions at all times. See [Policies and Procedures \(https://cehd.gmu.edu/students/policies-procedures/\)](https://cehd.gmu.edu/students/policies-procedures/). Students are expected to exhibit professional behaviors and dispositions at all times. In the College of Education and Human Development, dispositions are formally and separately evaluated in at least two points in each student’s program – a self-evaluation at the start of their program, and a university supervisor’s evaluation during internship. In special education licensure programs, the self-evaluation is an online survey distributed via email upon program entry for graduate students and within initial courses (EDSE 241, EDSE 361, and EDSE 311) for undergraduate students. When dispositions are assessed, it is important that for areas where a positive disposition is ‘occasionally evident’ or ‘rarely evident,’ the student takes steps to grow as an educator. See <https://cehd.gmu.edu/epo/candidate-dispositions>.

### **Class Schedule**

\*Note: Faculty reserves the right to alter the schedule as necessary, with notification to students.

\*Note: Please come to class prepared with printed hard copies of each week’s handouts.

<b>Meeting &amp; Date</b>	<b>Topic</b>	<b>Readings To be done in advance of <i>this class</i></b>	<b>Assignments Due On Blackboard by 4:30pm on <i>this date</i></b>
1/25	Introduction to EDSE 662: syllabus and course expectations	None	
2/1	Framing collaboration communication skills	FC: 1–2	
2/8	Communication skills across teams	FC: 6	
2/15	IEP: Overview and present levels of performance	BL: 3 & 4 (71-79)	Collaboration Interview
2/22	Group problem solving	FC: 5	
3/1	IEP: Annual goals and objectives	BL: 2 & 5	PLC Chapter Presentation: 5-6
3/8	No face-to-face meeting		
3/15	IEP: Annual goals and objectives	BL: 2 & 5	PLC Chapter Presentation: 7
3/22	IEP: Decisions about services, placement, accommodations, participation in state tests IEP: Role play and discussion	BL: 7	PLC Chapter Presentation: 8
3/29	No face-to-face meeting		
4/5	Co-teaching Organizing ideas and concepts Strategic approaches to tasks Peer assisted learning	FC: 7 & 9	PLC Chapter Presentation: 9-10
4/12	Engaging with families	FC: 11	PLC Chapter Presentation: 11
4/19	No face-to-face meeting	TBD	
4/26	PLC Group Presentations Course evaluations Final grades	None	Individualized Education Program

### **Core Values Commitment**

The College of Education and Human Development is committed to collaboration, ethical leadership, innovation, research-based practice, and social justice. Students are expected to adhere to these principles: See [Core Values](http://cehd.gmu.edu/values/) (<http://cehd.gmu.edu/values/>).

## GMU Policies and Resources for Students

### Policies

- Students must adhere to the guidelines of the Mason Honor Code. See [Honor Code and System](https://catalog.gmu.edu/policies/honor-code-system/) (<https://catalog.gmu.edu/policies/honor-code-system/>).
- Students must follow the university policy for Responsible Use of Computing. See [Responsible Use of Computing](http://universitypolicy.gmu.edu/policies/responsible-use-of-computing/) (<http://universitypolicy.gmu.edu/policies/responsible-use-of-computing/>).
- Students are responsible for the content of university communications sent to their Mason email account and are required to activate their account and check it regularly. All communication from the university, college, school, and program will be sent to students solely through their Mason email account.
- Students with disabilities who seek accommodations in a course must be registered with George Mason University Disability Services. Approved accommodations will begin at the time the written letter from Disability Services is received by the instructor. See [Disability Services](https://ds.gmu.edu/) (<https://ds.gmu.edu/>).
- Students must silence all sound emitting devices during class unless otherwise authorized by the instructor.

### Campus Resources

- Support for submission of assignments to either Tk20 or VIA should be directed to <https://cehd.gmu.edu/aero/assessments/>
- Questions or concerns regarding use of Blackboard should be directed to [Blackboard Instructional Technology Support for Students](https://its.gmu.edu/knowledge-base/blackboard-instructional-technology-support-for-students/) (<https://its.gmu.edu/knowledge-base/blackboard-instructional-technology-support-for-students/>).

### Notice of mandatory reporting of sexual assault, interpersonal violence, and stalking:

- As a faculty member, I am designated as a “Responsible Employee,” and must report all disclosures of sexual assault, interpersonal violence, and stalking to Mason’s Title IX Coordinator per University Policy 1202. If you wish to speak with someone confidentially, please contact one of Mason’s confidential resources, such as Student Support and Advocacy Center (SSAC) at 703-380-1434 or Counseling and Psychological Services (CAPS) at 703-993-2380. You may also seek assistance from Mason’s Title IX Coordinator by calling 703-993-8730, or emailing the [Title IX Coordinator](mailto:titleix@gmu.edu) ([titleix@gmu.edu](mailto:titleix@gmu.edu)).
- **For information on student support resources on campus, see [Student Support Resources on Campus](https://ctfe.gmu.edu/teaching/student-support-resources-on-campus) (<https://ctfe.gmu.edu/teaching/student-support-resources-on-campus>).**



- For additional information on the College of Education and Human Development, please visit our website [College of Education and Human Development \(http://cehd.gmu.edu/\)](http://cehd.gmu.edu/).

## Appendix

### Assessment Rubric(s)

#### Tk20 Performance-Based Assessment for EDSE 662: Individualized Education Program (Updated Spring 2019)

EDSE 662 CAEP Assessment	Does Not Meet Expectations 1	Meets Expectations 2	Exceeds Expectations 3
<p>Present Levels of Performance</p> <p>CEC/IGC Standards 1 &amp; 4</p> <p>Candidate understands how exceptionalities may interact with development and learning and uses this knowledge to provide meaningful and challenging learning experiences for individuals with exceptionalities.</p> <p>Candidate uses multiple methods of assessment and data sources in making educational decisions.</p>	<ul style="list-style-type: none"> <li>• Candidate writes a present levels of performance statement that:               <ul style="list-style-type: none"> <li>○ lacks consistent or logical links to evaluations and assessments and/or</li> <li>○ fails to include educational implications of the student's exceptionality, and/or</li> <li>○ fails to consider variations in beliefs, traditions, and values across and within cultures.</li> </ul> </li> <li>• Candidate fails to demonstrate respect for the student by using biased and negative language.</li> <li>• Candidate fails to show evidence of the similarities and differences between the student's development and typical human development.</li> <li>• Candidate includes statements irrelevant to the performance within the past calendar year or since the last IEP.</li> <li>• Candidate uses educational jargon and/or does not define terms that may not be understood by all who participate in the IEP development.</li> </ul>	<ul style="list-style-type: none"> <li>• Candidate interprets information from formal and informal assessments to write an appropriate, relevant present levels of performance statement with:               <ul style="list-style-type: none"> <li>○ clear links to evaluations and assessments (such as interviews, observations, informal and classroom assessments, and standardized tests),</li> <li>○ reference to the similarities and differences between the student's development and typical human development,</li> <li>○ description of educational implications of the characteristics of various exceptionalities and sensory impairments (as applicable), and</li> <li>○ description of variations in beliefs, traditions, and values across and within cultures (as applicable).</li> </ul> </li> <li>• Candidate identifies specific areas of need and for each identified area describes what the student:               <ul style="list-style-type: none"> <li>○ currently can do,</li> <li>○ currently cannot do that is appropriate for curriculum-based or age-based or ability-based expectations, and</li> <li>○ needs to do within the coming IEP year.</li> </ul> </li> <li>• Candidate uses unbiased, objective language, defines terms and acronyms to assist understanding by all who participate in the IEP development.</li> </ul>	<ul style="list-style-type: none"> <li>• Candidate interprets information from formal and informal assessments to write an appropriate, relevant present levels of performance statement with:               <ul style="list-style-type: none"> <li>○ clear links to evaluations and assessments (such as interviews, observations, informal and classroom assessments, and standardized tests),</li> <li>○ reference to the similarities and differences between the student's development and typical human development,</li> <li>○ description of educational implications of the characteristics of various exceptionalities and sensory impairments (as applicable), and</li> <li>○ description of variations in beliefs, traditions, and values across and within cultures (as applicable).</li> </ul> </li> <li>• Candidate identifies specific areas of need and for each identified area describes what the student:               <ul style="list-style-type: none"> <li>○ currently can do (stated first),</li> <li>○ currently cannot do that is appropriate for curriculum-based or age-based or ability-based expectations, and</li> <li>○ needs to do within the coming IEP year.</li> </ul> </li> <li>• Candidate uses unbiased, objective language, defines terms and acronyms to assist understanding by all who participate in the IEP development.</li> </ul>

EDSE 662 CAEP Assessment	Does Not Meet Expectations 1	Meets Expectations 2	Exceeds Expectations 3
			<ul style="list-style-type: none"> <li>• Candidate describes strengths and areas in need of improvement in relation to Virginia Standards of Learning.</li> </ul>

EDSE 662 CAEP Assessment	Does Not Meet Expectations 1	Meets Expectations 2	Exceeds Expectations 3
<p>Measurable Annual Goals</p> <p>CEC/IGC Standard 3</p> <p>Candidate uses knowledge of general and specialized curricula to individualize learning for individuals with exceptionalities.</p>	<ul style="list-style-type: none"> <li>• Candidate writes annual goals that: <ul style="list-style-type: none"> <li>○ do not reflect information in the present levels of performance section and/or</li> <li>○ do not identify appropriate targets for student growth and/or</li> <li>○ are not priorities and/or</li> <li>○ are not clearly stated.</li> </ul> </li> <li>• Candidate writes goal statements that: <ul style="list-style-type: none"> <li>○ do not include appropriate statements of conditions (“givens”) and/or</li> <li>○ are not measurable/do not include observable behaviors and/or</li> <li>○ do not include appropriate levels of mastery.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Candidate writes clearly stated appropriate age and ability annual goals that: <ul style="list-style-type: none"> <li>○ reflect areas of need identified in the present levels of performance AND</li> <li>○ identify appropriate targets for student growth within a year.</li> </ul> </li> <li>• Candidate includes for each goal: <ul style="list-style-type: none"> <li>○ measurable/ observable behavior(s) AND</li> <li>○ condition(s) under which the student’s performance will be demonstrated AND</li> <li>○ appropriate and clear levels of mastery.</li> </ul> </li> <li>• Candidate writes goals that focus on decreasing and/or increasing (as appropriate) academic, behavioral/social, life, and study/ organizational skills.</li> <li>• Candidate demonstrates (if appropriate) consideration of variations in beliefs, traditions, and values across and within cultures.</li> </ul>	<ul style="list-style-type: none"> <li>• Candidate writes clearly stated appropriate age and ability annual goals that: <ul style="list-style-type: none"> <li>○ reflect areas of need identified in the present levels of performance AND</li> <li>○ identify appropriate targets for student growth within a year (i.e., the goal is a realistic and suitable 12 month goal).</li> </ul> </li> <li>• Candidate includes for each goal: <ul style="list-style-type: none"> <li>○ measurable/ observable behavior(s) AND</li> <li>○ condition(s) under which the student’s performance will be demonstrated AND</li> <li>○ appropriate and clear levels of mastery AND</li> <li>○ a statement of maintenance AND/OR a statement of generalization.</li> </ul> </li> <li>• Candidate bases goals on the scope and sequence of the Virginia Standards of Learning (cites VSOL correlations).</li> <li>• Candidate writes goals that focus on decreasing and/or increasing (as appropriate) academic, behavioral/social, life, and/or study/ organizational skills.</li> <li>• Candidate states how progress will be measured and when progress will be reported to families/guardians.</li> <li>• Candidate demonstrates (if appropriate) consideration of variations in beliefs, traditions, and values across and within cultures.</li> </ul>

<p>Short Term Objectives or Benchmarks</p> <p>CEC/IGC Standard 3</p> <p>Candidate uses knowledge of general and specialized curricula to individualize learning for individuals with exceptionalities.</p>	<ul style="list-style-type: none"> <li>• Candidate does not appropriately match the use of short-term objectives or of benchmarks to the task described in the goal.</li> <li>• Candidate mixes together under one goal the use of short-term objectives and benchmarks.</li> <li>• Candidate writes individualized learning short-term objectives/benchmarks that are unclear and/or: <ul style="list-style-type: none"> <li>○ are not directly related to the annual goals and/or</li> <li>○ are not sequentially age or ability appropriate and/or</li> <li>○ include components that are inappropriate for performing the identified task(s)</li> <li>○ do not appropriately include observable behaviors</li> <li>○ do not appropriately include conditions under which the behaviors are demonstrated, and</li> <li>○ do not appropriately include degrees of mastery.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Candidate appropriately selects short-term objectives OR benchmarks to accompany each goal and does not mix using them under one goal.</li> <li>• Candidate writes clearly stated individualized short-term objectives/benchmarks that <ul style="list-style-type: none"> <li>○ relate to the associated annual goal AND</li> <li>○ are sequential age and ability appropriate.</li> </ul> </li> <li>• Candidate includes for each short-term objective or benchmark: <ul style="list-style-type: none"> <li>○ the measurable/ observable behavior AND</li> <li>○ the condition(s) under which the behavior will be demonstrated AND</li> <li>○ the target degree of mastery</li> </ul> </li> <li>• Candidate writes short-term objectives/benchmarks that focus on decreasing and/or increasing (as appropriate) academic, behavioral/social, life, and study/ organizational skills.</li> <li>• Candidate demonstrates (if appropriate) consideration of variations in beliefs, traditions, and values across and within cultures.</li> </ul>	<ul style="list-style-type: none"> <li>• Candidate appropriately selects short-term objectives OR benchmarks to accompany each goal and does not mix using them under one goal.</li> <li>• Candidate writes clearly stated individualized short-term objectives/benchmarks that <ul style="list-style-type: none"> <li>○ relate to the associated annual goal AND</li> <li>○ are sequential age and ability appropriate.</li> </ul> </li> <li>• Candidate includes for each short-term objective or benchmark: <ul style="list-style-type: none"> <li>○ the measurable/ observable behavior AND</li> <li>○ the condition(s) under which the behavior will be demonstrated AND</li> <li>○ the target degree of mastery AND</li> <li>○ a statement of maintenance AND/OR a statement of generalization.</li> </ul> </li> <li>• Candidate writes short-term objectives/benchmarks that focus on decreasing and/or increasing (as appropriate) academic, behavioral/social, life, and/or study/ organizational skills.</li> <li>• Candidate bases short-term objectives/benchmarks on the scope and sequence of the Virginia Standards of Learning.</li> <li>• Candidate states how progress will be measured and when progress will be reported to families/guardians.</li> <li>• Candidate demonstrates (if appropriate) consideration of variations in beliefs, traditions, and values across and within cultures.</li> </ul>
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EDSE 662 CAEP Assessment	Does Not Meet Expectations 1	Meets Expectations 2	Exceeds Expectations 3
<p>Services, Least Restrictive Environment (LRE), Placement</p> <p>CEC/IGC Standard 1</p> <p>Candidate understands how exceptionalities may interact with development and learning and uses this knowledge to provide meaningful and challenging learning experiences for individuals with exceptionalities.</p>	<p>Candidate lists program or primary related services that do not or inconsistently align with areas of need based on the present levels of performance.</p>	<ul style="list-style-type: none"> <li>• Candidate lists appropriate program and primary services and related services (if applicable) that demonstrate an understanding of: <ul style="list-style-type: none"> <li>○ the continuum of placement and services available for individuals with exceptional learning needs and</li> <li>○ the concept of the least restrictive environment and</li> </ul> </li> <li>• Candidate identifies appropriate program and primary services and related services (if applicable) that <ul style="list-style-type: none"> <li>○ align consistently with the individual’s areas of need based on present levels of performance and</li> <li>○ provide supports needed for the student to be successful in the least restrictive environment.</li> </ul> </li> <li>• Candidate includes for all services appropriate statements of the following: <ul style="list-style-type: none"> <li>○ service provider(s)</li> <li>○ location</li> <li>○ frequency</li> <li>○ setting</li> <li>○ duration</li> <li>○ start and end dates.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Candidate lists appropriate program and primary services and related services (if applicable) that demonstrate an understanding of: <ul style="list-style-type: none"> <li>○ the continuum of placement and services available for individuals with exceptional learning needs and</li> <li>○ the concept of the least restrictive environment and</li> </ul> </li> <li>• Candidate identifies appropriate program and, if appropriate, primary and related services that align consistently with the individual’s areas of need based on present levels of performance</li> <li>• Candidate includes for all services appropriate statements of the following: <ul style="list-style-type: none"> <li>○ service provider(s)</li> <li>○ location</li> <li>○ frequency</li> <li>○ setting</li> <li>○ duration</li> <li>○ start and end dates.</li> </ul> </li> <li>• Candidate includes a rationale for how services relate to the individual’s needs.</li> <li>• Candidate includes a statement of the extent that the student: <ul style="list-style-type: none"> <li>○ may participate in regular school extra-curricular and non-academic activities OR</li> <li>○ may not participate in specific, stated regular school extra-curricular and/or non-academic activities, with explanation and rationale.</li> </ul> </li> <li>• Candidate states, as appropriate, supplementary services to improve student access to learning and participation across academic, extracurricular, non-academic activities and settings.</li> </ul>

EDSE 662 CAEP Assessment	Does Not Meet Expectations 1	Meets Expectations 2	Exceeds Expectations 3
<p>Accommodations and Modifications</p> <p>CEC/IGC Standard 3</p> <p>Candidate uses knowledge of general and specialized curricula to individualize learning for individuals with exceptionalities.</p>	<ul style="list-style-type: none"> <li>• Candidate uses the terms “accommodations” and “modifications” and inappropriately, including using them interchangeably or inconsistently.</li> <li>• Candidate does not identify accommodations and/or modifications, need for which is made evident in the present levels of performance component.</li> <li>• Candidate identifies inappropriate accommodations and/or modifications.</li> </ul>	<ul style="list-style-type: none"> <li>• Candidate identifies (as appropriate) accommodations for participation in academic, non-academic, and extracurricular activities. The candidate provides, for each accommodation recommended, a rationale tied to the present levels of performance.</li> <li>• Candidate describes accommodations with clarity and correlates each accommodation to the learning and assessment focus that the accommodation supports.</li> <li>• Candidate identifies as appropriate and with rationale modifications to the curriculum.</li> <li>• Candidate identifies with rationale, when appropriate, assistive technologies that serve as accommodations to support the learner.</li> <li>• Candidate identifies with rationale based on present levels of performance appropriate accommodations and/or modifications that support student access to non-academic and extracurricular activities in education settings, if applicable.</li> </ul>	<ul style="list-style-type: none"> <li>• Candidate identifies (as appropriate) accommodations for participation in academic, non-academic, and extracurricular activities.. The candidate provides, for each accommodation recommended, a rationale tied to the present levels of performance. AND to the goals that have been identified.</li> <li>• Candidate describes accommodations with clarity and correlates each accommodation to the learning and assessment focus that the accommodation supports.</li> <li>• Candidate identifies as appropriate and with rationale modifications to the curriculum.</li> <li>• Candidate identifies with rationale, when appropriate, assistive technologies that serve as accommodations to support the learner.</li> <li>• Candidate identifies with rationale based on present levels of performance appropriate accommodations and/or modifications that support student access to non-academic and extracurricular activities in education settings, if applicable.</li> <li>• All rationales for accommodations and/or modifications include, as appropriate, discussion of the impact of: <ul style="list-style-type: none"> <li>○ perceptual and information processing skills</li> <li>○ work completion abilities</li> <li>○ test taking abilities,</li> <li>○ variations in beliefs, traditions, and values across and within cultures.</li> </ul> </li> </ul>

EDSE 662 CAEP Assessment	Does Not Meet Expectations 1	Meets Expectations 2	Exceeds Expectations 3
<p>Participation in State Assessments</p> <p>CEC/IGC Standard 3</p> <p>Candidate uses knowledge of general and specialized curricula to individualize learning for individuals with exceptionalities.</p>	<ul style="list-style-type: none"> <li>• Candidate does not list student participation in state assessments or provide explanation with rationale stating why the student is not participating.</li> <li>• Candidate selects inappropriate levels of student participation in state assessments based on present levels of performance and student’s exceptional condition(s).</li> </ul>	<ul style="list-style-type: none"> <li>• Candidate selects appropriate levels of student participation in state and district assessments based on present levels of performance and student’s exceptional condition(s).</li> <li>• Candidate lists appropriate accommodations for state and district assessments.</li> <li>• Candidate provides for each accommodation a rationale based on the present levels of performance component.</li> </ul>	<ul style="list-style-type: none"> <li>• Candidate selects appropriate levels of student participation in state and district assessments based on present levels of performance and student’s exceptional condition(s).</li> <li>• Candidate lists appropriate accommodations and correlates specific accommodations to each state and district assessment.</li> <li>• Candidate provides for each accommodation on each state and district assessment a rationale based on the present levels of performance component, including discussion of the impact exceptional conditions (such as perceptual and information processing skills) can have on an individual’s testing abilities.</li> </ul>
<p>Legal Compliance of IEP</p> <p>CEC/IGC Standard 6</p> <p>Candidate uses foundational knowledge of the field and his/her ethical principles and practice standards to inform special education practice, to engage in lifelong learning, and to advance the profession.</p>	<ul style="list-style-type: none"> <li>• Candidate writes components of the IEP using: <ul style="list-style-type: none"> <li>○ biased or inflammatory language and/or</li> <li>○ unclear or ambiguous statements and/or</li> <li>○ inaccuracies (including spelling, grammatical, and other writing mechanics errors) and/or</li> <li>○ jargon or terms that may not be understood by all who participate in the development of the IEP.</li> </ul> </li> <li>• Candidate writes a narrative statement about principles and practices that inform the IEP process and written document that: <ul style="list-style-type: none"> <li>○ reflect unsuitable practices as stated above and/or</li> <li>○ are inaccurate and/or</li> <li>○ support practices contrary to legal compliance or ethical standards.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Candidate writes components of the IEP that comply with all relevant laws and policies and demonstrate best practices.</li> <li>• Candidate writes a narrative statement about principles and practices that inform the IEP process. The statement reflects knowledge of accepted and supported practices in the field of special education.</li> <li>• Candidate writes all components of the IEP project with clarity, accuracy (including spelling, grammar, and other writing mechanics), use of neutral, objective, non-inflammatory language, and explanation of terms and acronyms to support understanding by all who participate in the development of the IEP.</li> <li>• All components of the IEP project align/make sense with one another.</li> </ul>	<ul style="list-style-type: none"> <li>• Candidate writes components of the IEP that comply with all relevant laws and policies and demonstrate best practices.</li> <li>• Candidate writes a narrative statement about principles and practices that inform the IEP process. The statement reflects knowledge of accepted and supported practices in the field of special education and advocacy for the rights of individuals with disabilities and their families/guardians.</li> <li>• Candidate writes all components of the IEP project with clarity, accuracy (including spelling, grammar, and other writing mechanics), use of neutral, objective, non-inflammatory language, and explanation of terms and acronyms to support understanding by all who participate in the development of the IEP.</li> <li>• All components of the IEP project align/make sense with one another.</li> <li>• Candidate includes documentation that IEP procedural safeguards were enacted (e.g., a statement that that families/guardians of the individual with disabilities have been informed of their special education rights).</li> </ul>

