



Educational Advocacy Terms

Non-comprehensive list of educational advocacy subjects that should be documented in Optima under “contact notes”

Accommodations	Changes in how learning occurs or how a test is administered that does not substantially alter what is learned or what the test measures; includes changes in presentation format, response format, test setting or test timing. Appropriate accommodations are made to provide equal opportunity to demonstrate knowledge.
Adaptive Physical Education	Alternative physical education for students who cannot participate in the general education program. Involves modifications and/or accommodations to the regular physical education class. Supplemental instruction may take place in a separate class based on a student’s individual needs. The goal is to allow students with special needs to r
Alternative Educational Placement	An alternative classroom setting used to improve classroom behavior and address needs that cannot be met in a general classroom setting.
American Sign Language	A form of communication used among deaf persons. The system uses signs to communicate based on specific movements and shapes of the hand and arms, eyes, face, head, and body posture.

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Applied Behavioral Analysis	An intervention technique that may be used to teach children with autism. It breaks down skills into very small components which are then taught systematically. Each skill builds a foundation for the next one.
Assistive Technology Device	Any item, piece of equipment, or product system, whether acquired commercially off the shelf, modified, or customized, that is used to increase, maintain, or improve functional capabilities of a child with a disability
Audiologist	Specialist who is concerned with studying the nature of hearing, administering hearing tests to detect possible hearing loss, and giving information about hearing aids, training programs, and medical treatment.
Autism Spectrum Disorder	Autism Spectrum Disorder means a developmental disability significantly affecting verbal and nonverbal communication and social interaction, generally evident before age three that adversely affects a child’s educational performance.
Behavioral Intervention	A method or technique used to influence a student’s actions.
Behavioral Intervention Plan	A written plan developed as part of the IEP to address a serious behavioral problem.
English as a Second Language	English learned in an environment where it is the predominant language of communication.
Career Technical Education	Programs specialized in the skills trade, applied science or modern technology.
Cognitive Disability	Difficulty processing mental tasks including working memory, category formation and pattern recognition.
Certified Occupational Therapist Assistant	A trained professional who works under the direction and supervision of an occupational therapist (OT)
Computer Assisted Instruction	Drill-and-practice, tutorial, or simulation activities used alone or in conjunction with classroom instruction.
Cooperative	Voluntary association of school districts that join together to provide special education services using a shared administrative structure.
College and Career Services	Guidance and support services for future college and career goals.
College Prep	ACT/SAT Support Services

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Counselling Services	Related service: includes services provided by social workers, psychologists, guidance counsellors, or other qualified personnel
Child Care Assistance Program (CCAP)	CCAP assists low-income working families with paying for childcare services.
Developmental Delay	A delay in physical, intellectual, communication, social/ emotional, or adaptive (self-care) development among children from three through nine years of age.
Developmental Disabilities	A diverse group of severe, lifelong, chronic conditions due to mental and/or physical impairments manifested prior to age 22.
Early Childhood Intervention	Programs designed to provide assistance to preschool aged children with physical or developmental problems.
Emotional Disability	An inability to learn that cannot be explained by intellectual, sensory, or health factors.
Eligibility Conference	A conference held to determine, review, terminate, or consider changes in a student's eligibility for special education.
English as a Second Language	English as a Second Language
Evaluation	Collecting information about a student and any problems that may affect his or her educational development for the purpose of determining eligibility for special education and related services.
Extended School Day	A provision for a student who receives special education services to have instruction for a period longer than the standard school day. This sometimes includes "double" kindergarten, later afternoons, or earlier starting times.
Extended School Year Services	A provision for a special education student to receive instruction during ordinary school "vacation" periods. Purpose is to prevent serious regression of previously learned skills that cannot be regained in a reasonable length of time with the intent being to maintain IEP goals and objectives, not to introduce new skills. The IEP team determines eligibility for ESY services.
Every Student Succeeds Act	ESSA is the reauthorization of the 50-year-old Elementary and Secondary Education Act, the country's national education law which embodies a commitment to equal opportunity for all students. ESSA incorporates ambitious long-term goals, supports

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	for low-performing schools, challenging academic standards and assessments, and universal indicators of school quality and student progress.
FAFSA	U.S. Department of Education Financial Aid
Functional Behavioral Assessment	A process to improve understanding of problem behavior in order to identify what skills need to be taught. The process includes observation, interviews, and data collection to identify when, where, and why the behavior is occurring.
Head Start	A child development program for children ages 3 to 5 and their families that focuses on increasing the school readiness of young children from low-income families by increasing opportunities for learning.
GED	High School equivalency diploma.
Hearing Impairment	A hearing impairment is one that is either permanent or fluctuating and adversely affects a child's educational performance, but that is not included under the definition of deafness
Independent Educational Evaluation	An assessment conducted by someone who is not employed by the school district. Anyone completing the assessment must be fully trained and qualified.
Individual Family Service Plan	The document that outlines the services to be delivered to families of infants and toddlers receiving special services
Individualized Education Program	The written educational program for a student receiving special education and related services with goals and objectives to be attained during a calendar year. The IEP is developed and implemented to meet a student's unique educational needs.
Individualized Functional Assessment	An assessment that examines whether a child can engage in age-appropriate activities effectively.
Individualized Transition Plan	Transition services begin when a student is ready to transition from high school to postsecondary education, vocational training, independent employment, continuing and adult education, adult services, or independent living.
In-school Suspension	An alternative placement program that allows students to come to school, but they are not allowed to attend regular class.

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Intellectual Disability	Intellectual disability means significantly below average general intellectual functioning, existing concurrently with deficits in adaptive behavior and manifested during the developmental period that adversely affects a child’s educational performance
Modifications	Substantial changes in what the student is expected to demonstrate. Includes changes in instructional level, content, and performance criteria. May include changes in test form or format. Includes alternate assessments.
Post-Secondary and Work Force Readiness	Transition from secondary education to post-secondary education and the workforce.
Preschool Screening	Screening established to assess children that may qualify for special education services.
Preschool For All (PFA)	Educational services for all children ages 3 to 5 years old that are at risk of academic failure.
Occupational Therapy	A special education related service which is usually focused upon the development of a student’s fine motor skills and/or the identification of adapted ways of accomplishing activities of daily living when a student’s disabilities prevent him or her from doing those tasks in typical ways (e.g., modifying clothing so a person without arms can dress independently).
Reasonable Accommodation	Modifications of a facility or program that can be accomplished without undue administrative or financial burden
Referral	The process of requesting that a student be evaluated for special education and related services. Any concerned person may refer a student, including teachers, principals, parents, other agency personnel, or the student.
Rehabilitation Counselling Services	Related service: includes career development, preparation for employment, vocational rehabilitation services funded under the Rehabilitation Act of 1973
School to Work Program	Transition to on the job training, apprenticeships, cooperative education agreements or other program designed to aid the youth in entering the job market.

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Screening	A review of all children in a given group to identify those students who may need an evaluation to determine the need for special education services.
Special Education	Special education means specially designed instruction, to meet the unique needs of a child with a disability.
Speech Therapy	Process for remediation of speech disorders such as stuttering, lisping, and misarticulation conducted by a qualified speech language pathologist on an individualized or small group basis
Student Support Team	Student support team, can also be called student assistance team (SAT): a team of school professionals (including classroom teachers, curriculum specialist, school psychologist, speech-language therapist, principal or assistant/vice principal), and parents who meet to discuss problems a child is having in general education classes. The goal of the SST is to discuss ways in which to assist a child so that his or her learning or behavioral problems minimize the effect they have on his or her education.
Supplementary Aids and Services	Aids, services, and other supports provided in general education classes or other educational settings to enable children with disabilities to be educated with nondisabled children to the maximum extent appropriate (in the least restrictive environment) as required under IDEA
Suspension	Removal from all school programs by administrative action for gross disobedience or misconduct
Telecommunications Device for the Deaf	Special telephones with typewriter keyboards and visual displays that provide people who are deaf with access to telephones
Transition Planning	At a minimum, this is planning for adolescents' postsecondary lives and must begin by age 14½. Helping a student transition from school to adult life requires effective planning, school experiences, services, and supports so that he or she can achieve a desired outcome.
Transition Services	Transition services means a coordinated set of activities for a child with a disability that - • is focused on improving the academic and functional achievement of the child

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	with a disability to assist in the child's movement from school to postsecondary activities, and • is based on the individual child's needs, taking into account the child's strengths, preferences, and interests.
Transportation Services	Transportation to and from school, tutoring services, after-school programs.
Truancy	Absenteeism from school.
Tutoring Services	Supplemental educational services provided outside of the school setting by an outside party.
Work Permit	Minor authorization to work.