

VFMS CARE Team and Process 2011-12




VFMS CARE Team Make-Up:

<u>CARE Team Members</u>	<u>Position</u>	<u>CARE Team Role</u>	<u>Length of Service</u>
Mr. Jeremy Hampton	7 th grade social studies teacher	Case Manager	5 years
Mr. Brett Hargest	5 th /6 th grade counselor	Parent Contact	4 years
Mrs. Kelly Neary	5 th /8 th grade counselor	Case Manager/MH Specialist	7 years
Mrs. Colleen O'Hara	5 th grade reading teacher	Case Manager	3 years
Mrs. Michelle O'Leary	Mental health specialist	Case Manager	6 years
Dr. Melissa Padula	School psychologist	Case Manager	3 years
Mrs. Allison Peffle	6 th grade science teacher	Case Manager	2 years
Mrs. Ginger Perry	Reading Specialist	Case Manager	New
Mrs. Jennifer Reid	6 th grade reading teacher	Case Manager	New
Mrs. Noreen Richardson	School nurse	Computer Report/Medical history	16 years
Mrs. Claire Ryan	COAD liaison	COAD Liaison/Screening/ Connects to Outside Resources	4 years
Mrs. Dawn Settle	Gifted support teacher	Case Manager	2 years
Mrs. Jessica Smolij	Health/phys. ed teacher	Case Manager	New
Mr. Bob Sola	5 th /7 th grade counselor	Parent Contact	11 years
Mrs. Jennifer Stauffer	8 th grade math/science teacher	Team Leader	5 years
Dr. Oscar Torres	Assistant principal	District Liaison	3 years
Mrs. Kathleen Wilson	6 th grade reading teacher	Case Manager	2 years

CARE Team Process from receipt of referral through follow-up:  key step

Step 1

Referral to CARE Team made by a parent, teacher, counselor, or student 




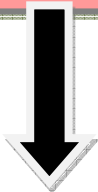
Step 2

Referral is discussed by CARE Team, a preliminary course of action is determined, and a case manager is assigned by CARE Team leader



Step 3

Guidance counselor and case manager contacts parents to let them know their child has been referred and obtains permission to arrange a meeting w/student 



Step 6

CARE Team discusses information and makes a recommendation on course of action




Step 5

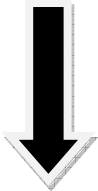
Case manager synthesizes and presents information to CARE Team




Step 4

Case manager distributes and gathers:

1. Behavior observation forms from teachers
2. Counselor report
3. Nurses Report
4. Discipline Report from grade-level assistant principal
5. Attendance record from attendance secretary
6. Referral letter, consent form for CARE Team, permission for COAD mental health screening, and behavior observation form 



Step 7

If moving forward w/services, case manager obtains written parental consent 



Step 8

Case manager sends faculty referral Thank You and referring teacher updated



When parent(s) refuse(s) services the case manager will send parent refusal letter and update referring teacher. The team considers other options building-wide, outside the CARE team: student groups, Homework Club/Oasis, etc.