

**MONTGOMERY COUNTY BOARD OF EDUCATION
SPECIAL EDUCATION AD HOC COMMITTEE**

March 1, 2006

The meeting was called to order at 4:30 p.m. with the following people present: Steve Abrams (chair), Sharon Cox, Charles Haughey, Patricia O'Neill, Roland Ikheloa, Glenda Rose (recorder), Gwen Mason, Carey Wright, and Paul Bruening.

Staff made a presentation on Encore – Student Intervention Database. This web-based information tool will focus on IEPs, early interventions, 504 plans, and medical assistance.

The Maryland State Legislature has mandated that the Maryland State Department of Education create a standard IEP form which must be implemented by January 2007.

Encore is a web-based program with can be accessed from work or home computers using Internet Explore and Adobe Reader. The data is encrypted and the system can only be accessed through a password.

The program will be phased-in starting with special education providers. Next will be principals and other school-based staff, as needed. Finally, parents will have read-only for selected IEP pages.

The training will start with a field test to evaluate the program which will be followed by staff training of super users in each school.

The committee pointed out that this program will be a time saver since the data is entered once, and this fact should be stressed as one of the highlights for selecting this particular program. Another factor is the historical data for the IEPs which follow the student from school to school without the risk of losing “paperwork.” The committee liked the tracking for IEP formation, scheduling, and parent notification.

The meeting adjourned at 5:15 p.m.