



**North Central Ohio**  
**Educational Service Center**

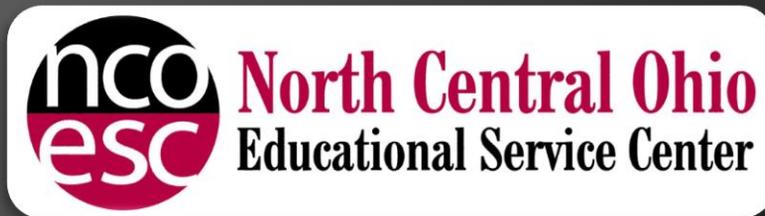
## Directory of Services

**Marion Campus**

333 E. Center Street, Suite 101  
Marion, OH 43302

**Tiffin Campus**

928 W. Market Street, Suite A  
Tiffin, OH 44883



Our **VISION** is to be a recognized leader committed to meeting the needs of our educational partners...

Our **MISSION** is to meet those needs through excellent service...

Our **Core Values** are to exhibit *Educational Leadership* through honesty, trust and integrity; *Cost-Effective Delivery* through quality customer service and meeting the needs of children; *and Professional Growth and Development* through flexibility and innovative practices by thinking outside of the box.

# Administration



**Dr. Jim Lahoski**  
Superintendent/CEO  
jlahoski@ncoesc.org



**Mrs. Brenda Luhring**  
Deputy Superintendent/  
Chief of Staff  
bluhring@ncoesc.org



**Mr. Jeffrey McCuen**  
Treasurer/CFO  
jmccuen@ncoesc.org



**Mrs. Heather Justen**  
Assistant Superintendent  
hjusten@ncoesc.org



**Mr. Michael McCreary**  
Director, Marion Campus  
mmccreary@ncoesc.org

North Central Ohio Educational Service Center is committed to offering quality programs and services that will help school districts meet their unique needs. We have an experienced staff with in-depth knowledge on a wide variety of topics. Our staff has the expertise and training to design programs, services and professional development to address the needs of your district.

Agency personnel have developed a network of resources at the local, state and even the national level to support initiatives needed by the agencies and the districts we serve. Staff members regularly attend training to stay current with the latest research-based best practices, state and federal regulations and updated standards.

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# Early Childhood

North Central Ohio Educational Service Center offers **Early Childhood Services** tailored to the needs of our client districts. Services available include providing preschool classrooms for children with and without special needs, itinerant services, supervision of preschool programs/classrooms, and high quality professional development.

NCOESC Preschool Classrooms follow the Creative Curriculum. Lessons are aligned to Ohio's Early Learning and Development Standards while instruction is based on children's developmental levels and is designed to build and grow all areas of development. Licensed teachers and highly qualified paraprofessionals instruct the students of each preschool. School based therapists (speech, occupational, physical, etc.) are also embedded within the classroom to ensure carry over in everyday activities.

NCOESC **Itinerant Services** are provided to children in their home, preschool or childcare setting in order to allow them to remain in the most natural and least restrictive environment. Itinerant teachers are certified early childhood intervention specialists who work collaboratively with district personnel and families to develop and implement Individualized Education Programs (IEPs). Itinerant services are provided to each child at a minimum of four hours per month.

The NCOESC **Early Childhood Supervision Services** are able to assist client districts with all preschool requirements. They are available to help districts meet requirements of the Ohio Department of Education for preschool licensing, special education, and Step Up to Quality (maintain ratios, conduct multi-factored evaluations, write compliant IEPs, implement required assessments and activities, etc.).

The NCOESC Early Childhood Department also provides high-quality **Professional Development** for teachers, paraprofessionals, and supervisors. The trainings provided meet both the requirements for licensing and Step Up to Quality. The professional development provided is up-to-date, relevant, and beneficial to all early childhood educators.

Contact **Ms. Kattie Harmon** regarding Early Childhood service inquiries/requests at 419-448-5079 or email [kharmon@ncoesc.org](mailto:kharmon@ncoesc.org)

**For more information, visit:**  
**[www.ncoesc.org/early-childhood](http://www.ncoesc.org/early-childhood)**

# Educational Consultant Services

Consultation services to district administrators, teachers, test coordinators and counselors

Timely information relative to Ohio Department of Education initiatives

Instructional strategies and resources to support the implementation and roll out of Ohio's Learning Standards and Ohio's State Tests

Support in the analysis of achievement and growth-related assessment data for administrative and instructional decision making

Assistance in the review and revision of the Decision Framework and the Comprehensive Continuous Improvement Plan (CCIP)

Assistance in the implementation of the Ohio Principal Evaluation System (OPES), the Ohio Improvement Process (OIP), the Ohio Teacher Evaluation System (OTES), the Ohio Counselor Evaluation System (OSCES), Resident Educator (RE) Program and the use of the Electronic Teacher and Principal Evaluation System (eTPES).

Tailored professional development to meet the unique needs of districts



Contact **Dr. Kristi Graves** regarding consulting service inquiries/requests at 419-447-2927 ext. 142 or email [kgraves@ncoesc.org](mailto:kgraves@ncoesc.org)

**For more information, visit:**  
**[www.ncoesc.org/consultants](http://www.ncoesc.org/consultants)**

# Marketing

NCOESC strives to provide sound, effective and timely marketing strategies for your organization. There are several services available to meet your marketing and branding needs. Cost-effective and personalized plans will help to move your district in a positive direction.

## Opportunities

Advertisements	Logo Design
Banners	Long-range Marketing Strategies
Brochures	Marketing Consulting
Business Cards	Newsletters
Clothing	Outdoor Advertising
Community Involvement	Posters
Event Planning	Promotional Items
Flags	Public Relations
Flyers	QR Code Generation
Graphic Design	Social Media Management
Handbooks	Stationary
Letterhead Design	Website Set-up and Management



Contact **Mrs. Kelly Hohman** regarding Marketing service inquiries/requests at 419-447-2927 x 108 or email [khohman@ncoesc.org](mailto:khohman@ncoesc.org)

For more information, visit:  
[www.ncoesc.org/marketing](http://www.ncoesc.org/marketing)

# Professional Development

NCOESC strives to provide quality, flexible and customized professional development opportunities to meet your organization's needs. All opportunities are facilitated by qualified experts in their areas of service.

## Opportunities

- Highly Qualified Teacher Coursework
- Meeting the Needs of Gifted Students in the General Classroom
- Child Safety and Violence Prevention
- ETS Paraprofessional Examination
- Resident Educator Mentor Academy
- Ohio School Counselor Evaluation System
- Crisis Prevention and Intervention Training
- Technology Integration
- Flexible Online Courses through VESI (Virtual Education Software, Inc)
- Ed2Go NCOESC (over 450 online courses)
- Google for Education
- Depth of Knowledge
- Ohio State Testing
- Trauma Training Ohio Principal Evaluation System (OPES)
- Ohio Teacher Evaluation System (OTES)
- Ohio Teacher and Principal Evaluation Systems (eTPES)
- Resident Educator (RE)
- 7 Habits of Highly Effective People
- Formative Assessment Apps for Education
- Differentiation
- Gifted Education
- Early Childhood Education
- Special Education
- Bloodborne Pathogens
- Support Staff Data Management
- Co-Teaching



Contact **Mrs. Kathy Mohr** regarding Professional Development inquiries/requests at 419-447-2927 x 172 or email [kmohr@ncoesc.org](mailto:kmohr@ncoesc.org)

For more information, visit:  
[www.ncoesc/escpdevents](http://www.ncoesc/escpdevents)

# Special Education

NCOESC offers districts a wide array of specialized services. Our special education staff is highly trained to work within the education environment and receive on-going professional development to remain current in their field.

As an NCOESC service provider, our professionals collaborate with not only other providers in their discipline, but also have an easy access to work in partnership with providers in other specialized fields. This collaboration allows our service providers to acquire a holistic understanding of a student with disabilities and provide the best services for the student's individual needs.

All services at NCOESC are customized to meet the unique needs of the district.



Contact **Ms. Heather Justen** regarding Special Education service inquiries/requests at 419-447-2927 x 175 or email [hjusten@ncoesc.org](mailto:hjusten@ncoesc.org)

**For more information, visit:**  
**[www.ncoesc/special](http://www.ncoesc/special)**

# Special Education

## Academic Assessors

Coordinates testing with district personnel

Provides support to school psychologists by administering academic standardized testing and observations

Summarizes results in a written report to be shared with teachers and parents

Assists the school psychologist in completing record reviews for evaluation team reports

Cost-effective support services for school psychologists

Helps to ensure the district is compliant with Individuals with Disabilities Educational Improvement Act Guidelines and time requirements

# Special Education

## Educational Audiologist

Performs comprehensive, educationally relevant hearing evaluations

Makes appropriate medical, educational and community referrals

Educates about noise exposure and hearing loss prevention

Interprets Audiological assessment results to other school personnel

Manages the use and calibration of audiometric equipment

Makes recommendations for individual use of hearing aids, cochlear implants, personal amplification, group amplification and/or classroom assistive devices

Ensures proper fit and function of hearing aids and other auditory devices

Provides in-service training on hearing impairments and their implications to school personnel, children and parents

Analyzes classroom noise and acoustics and make recommendations for improving the listening environment

## Behavior Specialist

Observes students with severe behavior problems in various settings

Collaborates with district staff and parents to identify specific problem areas

Completes a functional behavior assessment to determine the student's motivation for the behavior

Develops and presents behavior plans for the district staff to follow

Follows up with district staff on progress

Collects and graphs data if requested

Provides professional development

# Special Education

## **Braille/Large Print Services**

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- Coordinates with district personnel and/or vision specialists to gain access to student assignments
- Convert academic assignments into Braille and/or large print for students with visual impairments
- Delivers the assignments to the school district personnel and/or vision specialist
- Cost-effective support services for students with visual impairments

## **Interpreter for the Deaf/Hard of Hearing**

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- Provide in-service training to administrators, support staff, teachers and parents regarding the characteristics and educational implications of a hearing loss
- Work collaboratively with building staff and parents to monitor the impact the hearing loss may have on the student's educational progress
- Pre-teach, reinforce or re-teach content area vocabulary and concepts where language deficiencies hinder understanding
- Modify curriculum and materials according to the individual needs of the student
- Create lessons in vocabulary, oral and written language and reading skills
- Observe the student in the classroom to evaluate attending skills, coping/repair strategies, use of residual hearing and effectiveness of hearing equipment
- Evaluate student's progress through formal and informal assessments
- Assist in the assessment and acquisition of hearing equipment
- Assist in the development of student IEPs

# Special Education

## **Educational Sign Language Interpreter**

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Facilitating communication between students who are deaf and/or hard of hearing and others using sign language to convey teacher instruction and intent

Assisting students with daily activities

Providing voice to sign, sign to voice oral transliterate support in class and for after school events when needed

Participating as a team member to plan, review and share information

Serving as a resource to other school personnel requiring assistance with hard of hearing and deaf student(s)

Services are provided regionally in the student's district of residency or open-enrolled district

Promotes effective communication with teachers, staff members and peers

## **Intervention Specialist**

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Writes the student's individual educational program (IEP) in collaboration with the general education teachers and related services personnel

Works collaboratively with general education teachers to develop classroom intervention strategies and modify assignments

Communicates regularly with parents and professional staff regarding the educational, social and personal needs of the student

Assist each student in working toward independence to the maximum amount possible

# Special Education

## Low Incidence Classrooms

Four low incidence classrooms in Tiffin, Ohio.

Structured environment with center-based hand-on activities designed to engage students in learning and lead students to independence

Differentiated lessons to meet the needs of the individual students

Collaboration with district administration and parents ensures appropriate placement

Severe behavioral classrooms (K-10)

Positive behavior strategies, role play, social stories

Transition to general education classroom as appropriate

Significant cognitive disabilities (6-12)

Use of the extended content standards to design lessons based on language acquisition, sensory needs, vocational studies and life skills

# Special Education

## Occupational Therapy

Qualified therapist who understand special education law and implement best practices based on current research

Evaluate students, collect data, interpret results, develop evaluation results and IEP goals when applicable

Develop interventions to meet the student's individual fine motor need

Collaborate and consult with staff and parents to ensure the student's educational plan is implemented as written

Provide assistance in the identification of the adaptive equipment, environmental modifications and alternative methods necessary to support a child's functioning

Therapists understand the difference between school-based and clinical-based therapy

A variety of delivery models are available including individual, group, and consultation services

## Physical Therapy

Provides quality therapist with an understanding of special education mandates

Designs and adapts equipment to improve postural support, facilitate functional movement and increase independence within the school environment

Conducts evaluations and create goals to improve gross motor movement

Provides therapeutic educational interventions for motor development, mobility and movement skills, balance, strength and coordination

Collaborates with district and medical personnel to develop a plan based on the performance data

Creates individual Plans of Care



# Special Education

## Paraprofessionals/Student Attendants

**Educational Paraprofessionals** assist teachers in classrooms with monitoring students' academic understanding, providing additional assistance with student focus.

**Student Attendants** are typically assigned to one student to assist with physical and/or behavioral needs. However, in order to decrease dependency, a student attendant can be asked to assist with other students in the classroom(s).

**Behavior Aides** assist with implementing Positive Behavior Supports; proactively addressing both positive and negative student behaviors, deescalating behaviors and help crisis intervention teams in managing an emergency situation. Behavior aides can be assigned more than one student throughout the day depending on the areas of need.

**Bus Aides** provide additional monitoring and support on the bus. The bus aide can be assigned to monitor one or more students due to physical and/or behavioral needs of the students riding the bus.

**Autism Aides** provide classroom support for students with Autism. These aides are generally trained in ABA or a similar type program.

**Health Attendants** are licensed practical nurses (LPN) who provide support for students with significant health concerns that require a health attendant to be with the student throughout the school day. Health attendances are supervised by Health Consultants who are registered nurses (RN)

# Special Education

## Parent Mentors

Provides information and support to families of a child with a disability

Informs parents about the special education process

Strengthens the relationship between the district administration and parents

Ensures the families' voice is heard by the district

Collaborates with parents and school districts to find the best possible outcome for the child



## School Health Consultant (RN)

Performs basic hearing and vision screenings

Coordinate and conduct immunization audits

Render first aid to ill and injured students

Follow protocols and safety precautions on health issues

Perform and/or monitors a variety of health related services to children

Assist students with medication as prescribed by a physician

Maintain appropriate communication with district personnel and parents/guardians regarding student health status

Writes individual health plans for students with on-going health issues

Inspect and evaluate children and school personnel for communicable diseases

Oversee health aides

Specifically focused on the health needs in the district

# Special Education

## School Psychology

Conduct observations, assessments, BIPs and evaluations to meet the state and federal time requirements

Investigate and develop information about educational and mental health issues of children and the impact on their learning

Provide an in-depth knowledge regarding problem solving strategies and data collection

Work collaboratively with parents, educators and community-based professionals to meet student needs

Provide support in academic and behavioral interventions

Analyze RTI data

Provide special education consultation

Provide staff in-service training on specific topics

Gathers information to make informed special education decisions

Leads the evaluation team to ensure compliant evaluation paperwork

Trained as school psychologist with in-depth training in learning, behavior and educational needs

Participate/Facilitate eligibility decisions

Knowledgeable of special education federal and state mandates

# Special Education

## Speech and Language

Provide therapy designed to improve communication disorders as they affect educational performance

Maintain compliance with federal and state special education laws

Provide assessment and diagnostic services to identify student delays in speech and language

Collaborate with district personnel, parents and other providers to develop interventions

Provide professional development support to district personnel as needed for speech and language communication

Create Individual Educational Plans for students with speech and language delays

Benefits:

Network with other therapist, district personnel, other related service providers

Services are provided to students and districts on an as needed basis (full or part time)

## Vision Specialist

Provide functional vision evaluations and written reports needed for ETRs

Teaches students how to cope with their visual impairment

Assists with completing federal, state and/or district reports

Orders materials provided through Federal Quota Fund registration

Researches availability of materials provided outside of American Printing House

Consults and supports regular education teachers regarding students with visual impairments

Provides teachers with behavior modification techniques commonly used with students with visual impairments

Writes and attends annual IEPs

Provides orientation and mobility services

Benefit:

Vision specialists provide the service within the district of residency or open enrolled district

# Specialized Services

## **Administrative Networking**

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Provides presentations from educational agencies of community organizations that support school programs

Facilitates discussions regarding local, state and federal educational mandates

Provides up-to-date information relative to educational topics

Provides an arena of discussion of instructional and behavioral strategies

Provides administrators a support network including other educational leaders

Superintendent Meetings

Principal Meetings

School Counselor Meetings

## **Administrative Searches**

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Establish with the Board of Education criteria to develop an outline for the search

Survey district needs and establish goals for the administrative search

Create a strategy to inform a possible candidates of the vacancy

Develop a marketing plan to recruit highly qualified candidates

Contact, screen and schedule applicant interviews as appropriate

Inform all applicants of the status of the interview process as needed

Develop, in conjunction with the Board of Education, interview questions

Conduct reference checks of candidates

# Specialized Services

## Bus Driver Services

Provide professional development to meet annual bus driver training requirements

Provide a list of approved medical facilities for annual physicals

Update database for tracking recertification

Provide "Certificates of Attendance" for bus driver training in-service

Review T-8 (physical) forms

## BCI/FBI Background Checks

Provide districts with state-mandated criminal background checks for potential district employees

Reports can be electronically coded to be sent to the Ohio Department of Education

Results can be designated to be sent to the district or requesting agency

## Fiscal Services

Provide grants management for 29 grants/special project assistance

Provide fiscal agent services for SST Region 7, Family and Children First Council, North Central Ohio Trust Health Insurance Program

Community School Treasurer Services

Community School EMIS Coordinator

Designated as a High-Performing ESC by ODE in FY17

# Specialized Services

## **Resident Educator Program**

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NCOESC provides Resident Educator Program, Coordination, Mentor and Facilitator-related services to area districts.

NCOESC provides numerous Resident Educator-related professional learning opportunities in the areas of:

Year I and II: Resident Educator Requirements

Year III: Performance-Based Assessment Requirements

Year IV: Focused Mentoring

## **School Health Services**

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Provide school nurse resources to meet the needs of the district student and staff

Provide support for health-related concerns for family and district employees

Serve as a liaison with community agencies

Serve as a consultant to school Intervention Assistance Team (IAT)

Perform health-related tests for Multi-Factored Evaluation (MFE) reports

Provide documentation for district health-related projects

Provide documentation for mandated health education programs

# Student Services

## Special Programming

Franklin B. Walter Awards

Harry Alexander Music Festival  
(Marion County)

High School Quiz Bowl (Sandusky and  
Seneca Counties)

Junior High Quiz Bowl

National Honor Society (Marion County)

National Machinery Awards (Seneca  
County)

Academic Honors Breakfast (Seneca  
County)

Spelling Bee (Marion County)

The View for High School Women

The Summit for High School Men

Summer Student Enrichment Camps

STEM Education

## Distance Learning

Credit Recovery Coursework

Credit Flexibility Coursework

Learning Management Systems  
for blended and flexible learning  
opportunities

- Ohioportal.org

- Pdportal.org



# Talented and Gifted Programs and Services

Deliver gifted services that enhance individual student growth and development for students, teachers and families

Assist school personnel in identifying, selecting and providing services and guidance for students who are gifted

Provide quality gifted and talented education according to current legislative requirements

## Services

Resource room/pullout services

Co-teaching in a general education setting

Provide professional development for general education teachers providing gifted services

Enrichment activities

Mentorships

Men's and Women's Seminars

Staff Development (Professional Development)

Written Education Plans (WEP)/Process Tool

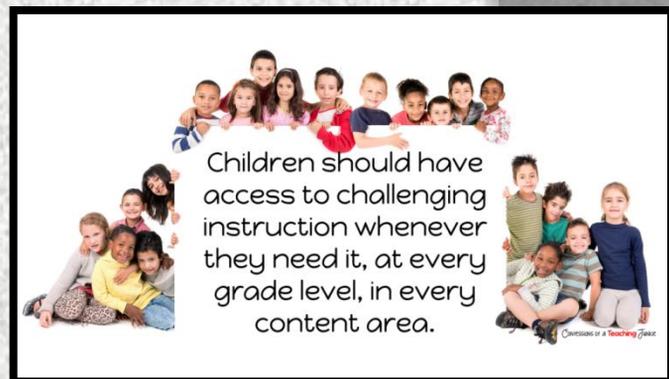
Written Acceleration Plans (WAP)

District Compliance

Parent Communication

Data Analysis/Reporting

Testing



# Technology Services

The North Central Ohio Educational Service Center technology team consists of seven professionals with complementary technology skills that have allowed us to provide a full menu of technology services to schools and educational agencies.

Through the North Central Regional Council of Governments (NCORcog) the ESC technology team can extend our technology services to government entities and businesses

## Network Solutions

Network Setup and Management

Firewall and Filter Implementation

Wireless Network Installation

Email Hosting and Management

## Technology Training

Software and Hardware Training

Systems Management Training

Over 450 Online Courses through Ed2Go NCOESC

## Videoconference Hosting

Large Audience Hosting with Advance Peripheral Technology

Multipoint Connections through Bridging Service

Live Web-Based, World-Wide Video Streaming

## Database Development

Consultation to Determine Needs

Development and Hosting Database

Migration of Data from Previous System

System Training



Contact **Mr. Brian Rupp**, Director of Technology, regarding Technology service inquiries/requests at 419-447-2927 x 179 or email [brupp@ncoesc.org](mailto:brupp@ncoesc.org)

For more information, visit:  
[www.ncoesc/technology](http://www.ncoesc/technology)

# Technology Services

## **Computer Acquisition and Management**

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Purchase Desktops, Laptops and Mobile Devices

Device and User Set Up

Systems Management and Networking

Asset Inventory Management

## **VOIP Installation and Management**

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Server-Based IP Phone System Set Up

Phone Network Installation

Programming and Training

## **Website Design and Management**

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Consultation to Determine Need

Design, Hosting and Management

Integration of Social Media

## **Other Technology Services**

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GoToAssist Tech Support

OhioPortal.org LMS

PDPortal.org LMS

LEARNnco Distance Learning

Credit Recovery Coursework

EdCampOhio

MailMarshal/Trustwave SPAM Management

DGT (Data Gathering Tool) aligned to the OTES and OSCES processes

IEP Records to Manage Special Education Process Documentation

Written Education Plans (WEP) Process Tool



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Fax: 740-383-4804

**Tiffin Campus**

928 W. Market Street, Suite A  
Tiffin, OH 44883  
419-447-2927  
Fax: 419-447-2825

**Family Learning Center**

797 E. Clinton TR 201  
Tiffin, OH 44883  
419-448-5079  
Fax: 419-448-5082

**Seneca County Family and  
Children First Council**

201 S. Washington Street  
Tiffin, OH 44883  
419-443-0981  
Fax: 419-443-1192

**State Support Team Region 7**

1495 West Longview Avenue  
Suite 200  
Mansfield, OH 44906  
800-424-7372  
Fax: 419-747-3806

**North Central Ohio Rehabilitation Center**

1440 Mount Vernon Avenue  
Marion, OH 43302  
740-386-2232

**Seneca County Youth Center**

7484 S. Eden TR 151  
Tiffin, OH 44883  
419-447-7852  
Fax: 419-448-5061

