

Special Ed Team Members Tool Rights

Last Modified on 03/28/2025 1:02 pm CDT

The Team Members tool lists the individuals who are part of a student's special education team, including counselors, case managers, family and service providers.

See the [Special Ed Team Members](#) article for information on using the Service Log.

The screenshot displays the 'Special Ed Team Members' tool interface. At the top, there is a toolbar with buttons: Save, Delete, Find & Link New Team Member, Enter New Team Member, Print Active Only, and Print All. Below the toolbar is a table titled 'Team Member Editor' with columns: Start Date, End Date, Title, Name, and Caseload Role. The table contains one entry for Kerrie Adams, a Special Education Teacher (SPEDSTAFF) with a start date of 07/21/2021 and a caseload role of Case Manager. Below the table is a button labeled 'Link All Classroom Teachers'. Underneath is the 'Team Member Detail' form for the selected member. This form includes fields for PersonID (72484), Start Date (07/21/2021), End Date, Title (Special Education Teache), Caseload Role (Case Manager), Last Name (Adams), First Name (Kerrie), Agency, Service Coordinator (checkbox), Address, Qualifications, Comments, Other Phone, Work Phone ((814)555-2100x380), Cell Phone, and Email. There is also a 'Refresh Census Information' button.

Special Ed Team Members

Available Tool Rights

R	W	A	D
<ul style="list-style-type: none"> • Access and view the Special Ed Team Members tool. • Select a team member and view detail about that individual. • Print the list of active and all team members. 	<ul style="list-style-type: none"> • Edit details for existing team members. 	<ul style="list-style-type: none"> • Add new team members by using the Find & Link New Team Member button or the Enter New Team Member button. 	<ul style="list-style-type: none"> • Delete team members.

Suggested User Groups

- [Special Education Administrators](#)
- [Special Education Staff](#)
- [Special Education Teachers](#)