

SURROGATE PARENT TRAINING OPPORTUNITY



**Saturday
October 31, 2009**

or

February 27, 2010

9:30 am - 2:30 pm
(bring a snack or sack lunch)

Where:

CRES (see directions below)
1301 Bonnell, 3rd Floor,
Cincinnati, OH 45215

To Register:

Register on-line through STARS (see directions on back) or contact Terri Densford at 674-4278 (Fax: 563-0588) by registration deadline **10 days prior to training**. Include your name, address, school district or agency, your daytime phone number and the training date you wish to attend.

Notes:

- 1) To function as a child's Surrogate Parent individuals must:
 - a. Successfully complete the **SST 13** Surrogate Parent training, *and*,
 - b. Be appointed by the Superintendent of the local school district.
- 2) The federal and state statutes prohibit employees of a public agency involved in the education or care of the child (e.g. local school district, any county service agency) from serving in the role of Surrogate Parent.
- 3) **Any parent or family member may attend Surrogate Parent Training, to gain a better understanding of the special education process, without agreeing to serve as a Surrogate Parent.**

(Minimum of 10 participants required – Maximum of 30)

For questions about registration: Contact Terri Densford 674-4278
For questions about surrogate parent requirements, etc.: Contact Sue Bitsko 674-4261

In case of severe weather, call 563-0045 for cancellation information!!!

Location: HCESC Center for Regional Educational Services (CRES), 1301 Bonnell St., Reading, OH 45215 (former SERRC building). Use Halker St. entrance on south side of Reading Elementary building. Look for HCESC sign on parking lot fence. Walk toward school building, follow HCESC arrows, and take elevator to 3rd floor offices.

DIRECTIONS FOR REGISTERING ON STARS:

Go to the ODE home page <http://education.ohio.gov> and at the top of the page click on the "SAFE sign in" text link. If you do not have a SAFE account, go to "I am a new SAFE user" link and follow the instructions and create a SAFE account. If you have problems obtaining your SAFE account, please contact: stars.support@ode.state.oh.us

1. If you have a SAFE account, please use your SAFE username and password to sign in.
2. From the Application list click on the STARS V2.0 link.
3. This will take you to the STARS dashboard.
Please Note: If you have not completed a user profile you will only see the User profile link. Click on the User profile link and make sure that you click the finish button at the end. Upon completing the profile, you should see an event search link.
4. To search for an event, click on the event search link and type in your search criteria. Please keep in mind that you do not need to fill out all the search field boxes. **Search by event date only - click on the calendar next to "Starts between" box and find the date of the training you want to attend or type the date in the box (mm/dd/yyyy) OR ONLY type region 13 in Event Owner box with nothing in the other fields.**
5. When the events appear, highlight the event that you wish to attend and then click the register button at the bottom of the page. Follow the steps and make sure you click the "Yes" button when it appears. You should get a confirmation email once you have successfully signed up for the event.

Please contact Terri Densford at terri.densford@hcesc.org or call 674-4278 if you have questions regarding registration.