Jana R. Severyns
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EDUCATION

M.Ed Teacher Leadership **May 2015**
Lamar University, Beaumont, Texas
BS General Studies **July 2000**
Southwestern Assemblies of God University, Waxahachie, Texas

SBEC CERTIFICATIONS

Mathematics Certification Grades (4-8), Texas
Generic Special Education Certification Grades (PK-12), Texas
Principal Certification Grades (EC-12), Texas

ADMINISTRATIVE/LEADERSHIP EXPERIENCE

Program Coordinator **2015 - PRESENT**
Department of Special Education, North East Independent School District
San Antonio, Texas

- Plan, develop, and deliver staff development for all life skills classroom teachers and early childhood special education teachers
- Plan, develop, and deliver staff development to special education paraprofessionals
- Plan, develop, and deliver training for district administrators and other special education staff
- Develop online self-paced courses for teachers and administrators
- Determine and evaluate various curriculum materials used across all content areas in elementary and secondary life skills classrooms
- Evaluate classroom implementation of district Critical Components for ALE classrooms. Work with principals and assistant principals to ensure implementation of critical components at their campuses
- Determine if additional teacher support is needed at specific campuses
- Plan and implement training for STAAR ALT and ensure that all staff are on track with completion of individual student accommodations of test materials
- Plan and develop materials for life skills teachers during the district's New Teacher Academy each August
- Work with campus program coordinators to determine support for life skills teachers
- Develop, review, and continuously update district scope and sequence & unit plans for elementary and secondary life skills teachers. These documents are aligned with district documents for general education and are made available to all life skills teachers
- Participate in submission of grant applications to TEA to support students with autism and/or students in early childhood special education classrooms
- Participate in developing the district plan for the Teacher Incentive Allotment as it applies to life skills teachers
- Develop cluster programs and feeder patterns for early childhood special education to ensure full continuum of services are available in each cluster
- Supervise team of specialists who provide support to life skills teachers and early childhood special education teachers across the district

Special Education Campus Coordinator **2008 - 2015**
Ed White Middle School, North East Independent School District,
San Antonio, Texas

- Schedule IEP meetings for each student identified as receiving special education services at the campus. Ensure that Invitations and Notices of IEP meetings are mailed to parents in a timely manner
- Maintain the IEP meeting schedule
- With input from case managers and LSSP, prepare all upcoming IEP meeting paperwork, including supplements such as transportation, autism, BIP, transition, etc. Review PLAAFP and IEP goals that case managers draft to ensure compliance and flow with the student's disability as well as needs identified in the PLAFFP
- Ensure adequate progress monitoring of all special education students
- Hold regular data discussions with case managers to identify students who need additional support as well as students who are in danger of not passing their state assessment to determine intervention plan
- Management department budget
- Plan and hold monthly department meetings to communicate important information and training to all special education staff
- Ensure staff are receiving adequate professional development
- Periodically conduct informational sessions for general education teachers on topics such as modifications, accommodations, responsibility to the IEP, and co-teach best practices
- Model co-teach when appropriate.
- Conduct transfer meeting, gather records and information for students transferring from out of district. Work with LSSP to ensure records are received in a timely manner and annual IEP meeting is scheduled and held within 30 days of enrollment
- Ensure special education students have an assigned case manager, and information is reflected in data management system
- Ensure special education students are in the correct classes with the correct level of support as per their IEP
- Ensure special education students with related services or speech have the correct course code to designate the service in the data management system

TEACHING EXPERIENCE

Co-teacher, Algebra I & Geometry **2005 - 2008**
Roosevelt High School, North East Independent School District
San Antonio, Texas

- Ensure all students receive modifications and accommodations in accordance with the IEP.
- Assist general education teacher in creation of differentiated lesson plans and activities.
- Assist general education in facilitation of instruction through utilization of various co-teach models.
- Assist general education in tutoring and intervention programs for both special education and general education students.

Resource Teacher, Informal Geometry & Pre-Algebra **2004 - 2005**
North East Independent School District
San Antonio, Texas

- Plan and implement curriculum for special education students placed in either pre-algebra or informal geometry.
- Track and evaluate student progress in class using formative and summative assessments.
- Develop additional curricular materials to supplement district provided ones. Seek assistance from math dean to further enhance the existing curriculum and add more TEKS from Geometry and Algebra I. This increased the likelihood of the students performing at a level II or III on the SDAA.
- Collaborate with math department to determine where TEKS could be pushed into lab scope and sequence.

Teacher, Behavior Mastery Center **2001 - 2004**
Northside Independent School District
San Antonio, Texas

- Responsible for the instruction of self-contained students with disabilities to include autism, OHI (ADHD), and severe emotional disturbances.
- Plan and deliver lessons for math, reading, English, science, and social studies for grades 6-8.
- Prepare students for TAKS tests in grades 6-8.
- Teach, practice, and monitor social skills and socially appropriate behaviors.
- Case management and progress monitoring of all self-contained students.
- Develop IEP and Behavior Plans for all students in BMC unit.
- Collaborate with general education teachers to facilitate movement back into least restrictive environment by aligning scope and sequence as closely as possible with theirs to ensure smooth transition.

ADDITIONAL TRAINING/PROFESSIONAL DEVELOPMENT

- TASP Convention (Texas Association Secondary School Principals) Conference, April 2012, Austin, Texas
- 27th Annual Conference on Special Education Law, April, 2013-2023 Austin, Texas
- AIE Convention (Advancements in Education), September 2014, Austin, Texas
- CPI (Crisis Prevention Institute), June 2014, San Antonio, Texas
- Professional Learning Communities, Richard & Rebecca DuFour, San Antonio, Texas, July 2014
- Lead4ward Training, Webinars 1-5, Ervin Knezek, January 2015
- TCASE (Texas Council of Special Education Administrators), March 2015, Austin, Texas
- Presented at TCASE 2019, 2020, 2024, and 2025

PROFESSIONAL AFFILIATIONS/RECOGNITION

- TCASE (Texas Council of Special Education Administrators)
- Northside Independent School District Middle School Teacher of the Year, 2001-2002

REFERENCES

Vanessa Showman, Executive Director
Dept. of Special Education, NEISD
(210) 407-0258, vshowm@neisd.net

Arianna Morrow, Director
Dept. of Special Education, NEISD
(210) 407-0264, jmorro@neisd.net

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