

# Guidance for Case Managers for Special Education Recovery Services

As noted in the [Memorandum of Agreement for Special Education Recovery Services](#) with UFT and as shared in the October 1 edition of [Principals Digest](#), case managers for Special Education Recovery Services will work with families and school staff to prepare and develop Special Education Recovery Services Notice(s) for students on their caseload. Case managers or IEP team members who have been assigned to prepare for and develop Special Education Recovery Services Notice(s) within the timelines in the [Academic Recovery Services - Special Education Guidance](#) (including any necessary revisions), are eligible for up to two hours of per session (or applicable hourly rate) for each student for whom they are preparing and developing Special Education Recovery Services Notice(s), without needing to post such work. Principals and their staff should review this [Guidance for Case Managers for Special Education Recovery Services](#) regarding assigning caseloads, payment, and timekeeping. Principals may also review the [MOA](#) for full details about Special Education Recovery Services.

Additional guidance on special education recovery services can be found on the Special Education [InfoHub](#) page. For questions, email your BCO [administrator of special education \(ASE\)](#).