

Preface

The *Exceptional Teacher's Handbook* is a comprehensive resource book designed to assist and support the special education teacher through his or her first school year and new teaching experience. The handbook supplies the first-year teacher with a step-by-step guide designed to improve and enhance his or her skills in the areas of planning, organization, and time management. This resource book contains information on critical and timely topics such as differentiation, discipline, transition, RTI and progress monitoring, alternate assessments, classroom organization and design, parent conferences, and professional learning. In addition, the authors have included resources that supply the new teacher with a wealth of miscellaneous information, beginning with emergencies in the school setting and concluding with a glossary of current education terminology.

The purpose of the *Exceptional Teacher's Handbook* is to provide the first-year special education teacher with the tools necessary to make the transformation from novice to professional successfully. The authors recognize that a tremendous amount of diversity exists among special education programs and delivery models; however, the basic concepts presented throughout the book can be applied to most situations. The authors encourage the reader to utilize the book as a resource and guide as he or she begins to chart a course toward a successful first year.

The third edition of *The Exceptional Teacher's Handbook* has been revised to address the most common needs of beginning special education teachers as identified by current research. The authors have added innovative strategies, provided current information pertaining to No Child Left Behind and IDEA 2004, and identified best practices that are utilized by master teachers. The revisions are based on new developments in the education profession and feedback from professionals in the field of special education who have reviewed the second edition. The handbook's contents are sequentially arranged in order to guide the new teacher from the initial planning stage prior to the start of school through the postplanning stage of the school year. The authors provide numerous time-saving checklists and miscellaneous forms that can be reproduced and will assist the beginning teacher in accomplishing the multitude of tasks that are always in existence. The handbook is designed to be utilized as a quick reference; therefore, every chapter is written in an abbreviated format and can be reviewed in a matter of minutes. The chapters are structured in a manner that will provide the reader with current

information on the chapter's topic, which is validated by research for most topics, and followed by a plan of action for the teacher when appropriate.

Finally, *The Exceptional Teacher's Handbook* provides the beginning teacher with the necessary framework for a successful school year and will assist the first-year teacher in successfully navigating the ever-changing maze of the special education profession. The handbook was written from a classroom teacher's perspective and supplies the reader with practical suggestions. The contents of the book can be tailored to fit the individual needs of most special education programs or models. The handbook is an indispensable resource that will guide and assist the new teacher throughout the entire school year. More important, the text will empower the first-year special education teacher with the confidence necessary to meet the challenge of the profession.