

## Special Education Department Master Plan

<b>S T U D E N T S</b>	<p><b>Goal # 1:</b> Maximize resources and opportunities to increase student achievement and graduation rates, and reduce the number of drop-outs.</p>	<p><b>Objective 1:</b> Ensure that all exceptional learners have access to appropriate curriculum and participate in statewide assessment and district-benchmark testing.</p> <p><b>Objective 2:</b> Provide training and necessary technology to all teachers and students to allow for optimal curricular access in a variety of safe learning environments and platforms.</p> <p><b>Objective 3:</b> Improve and implement programs and services to support social-emotional learning.</p> <p><b>Objective 4:</b> Transition students with IEPs to become college, career, and community ready.</p> <p><b>Objective 5:</b> Utilize created systems for data informed decision-making and accountability for outcomes.</p>
<b>S T A F F</b>	<p><b>Goal # 2:</b> Recruit, support, and retain qualified special education staff.</p>	<p><b>Objective 1:</b> Improve recruitment and screening to ensure qualified and capable staff are placed in each position.</p> <p><b>Objective 2:</b> Identify and maintain appropriate staffing ratios in varied programs.</p> <p><b>Objective 3:</b> Provide ongoing professional development and opportunities for career advancement.</p> <p><b>Objective 4:</b> Coach and mentor staff in various levels of preparation such as induction and internships.</p> <p><b>Objective 5:</b> Where feasible, hire in-house service providers for related services.</p>
<b>P R O G R A M</b>	<p><b>Goal # 3:</b> Ensure program compliance by aligning policies and practices to allow for transparency with stakeholders.</p>	<p><b>Objective 1:</b> Increase staff and site awareness of annual compliance measures through sustained communication and collaboration.</p> <p><b>Objective 2:</b> Utilize both prevention and intervention strategies to address compliance requirements.</p> <p><b>Objective 3:</b> Improve data management and communication systems to increase accuracy, efficiency, and compliance.</p> <p><b>Objective 4:</b> Monitor essential timelines, criteria, and performance indicators to adhere to state and federal requirements.</p> <p><b>Objective 5:</b> Incorporate measures to monitor state accountability performance indicators into already established school site programs.</p>

## ACTION PLAN

<p><b>Goal 1: Improved Student Performance</b></p>	<ul style="list-style-type: none"> <li>• Increase support staff in targeted areas.</li> <li>• Regularly monitor student credit completion.</li> <li>• Implement measures to strengthen academic planning.</li> <li>• Develop standardized approach for data collection and tracking.</li> <li>• Increase active role of school counselors with students who are seniors.</li> <li>• Target activities to increase student exposure to post-secondary possibilities.</li> <li>• Select appropriate accommodations for learning and assessment in our unique educational setting.</li> <li>• Use MTSS prevention strategies at school sites.</li> <li>• Increase contact with students to build student engagement.</li> <li>• Strengthen community partnerships to provide opportunities for students.</li> <li>• Arrange professional development on available curricular supports.</li> </ul>
<p><b>Goal 2: Staffing and Staff Support</b></p>	<ul style="list-style-type: none"> <li>• Collaborate and plan with site and regional leadership.</li> <li>• Participate in hiring events and interviews.</li> <li>• Establish new special education related positions.</li> <li>• Monitor caseloads monthly.</li> <li>• Provide extensive training for new hires in special education positions.</li> <li>• Develop and deliver professional development and incorporate trainings offered through the SELPA.</li> <li>• Schedule special education department meetings for the year.</li> <li>• Create MOUs with universities for internships.</li> <li>• Expand in-house paraprofessional teaching career opportunities.</li> <li>• Use electronic storage and retrieval for documents.</li> </ul>
<p><b>Goal 3: Program Compliance</b></p>	<ul style="list-style-type: none"> <li>• Employ a sufficient number of data technicians to manage digital accountability.</li> <li>• Coordinate with reporting systems' staff - CALPADS, SEIS, SIS, and LCAP.</li> <li>• Incorporate CALPADs requirements into practices.</li> <li>• Align student information systems to support reporting and data collection.</li> <li>• Collaborate with programs who monitor performance indicators to collect data throughout year.</li> </ul>

	<ul style="list-style-type: none"><li>• Schedule committee meetings to review and discuss performance indicators.</li><li>• Maintain and support Beyond SST and train and assist chairpersons.</li><li>• Provide ongoing training for users to effectively input student data into reporting systems.</li><li>• Submit on-time reports to state.</li><li>• Create in-house digital reporting system for designated instructional services.</li><li>• Schedule special education department meetings to review guidelines and implement necessary changes.</li><li>• Implement the use of service trackers.</li></ul>
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