

KOREA DISTRICT SUPERINTENDENT'S OFFICE

Special Education Task Force

November 22, 2006 May 17, 2007-update

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Needs	Listed Actions	TIMELINE	PERSON RESPONSIBLE	Comments
<p>Awareness Training - IDEA – Law - DoDEA – Regulation -Obligation to the IEP -Concept: Continuum of services</p> <p>Admin needs to be knowledgeable of DoDEA Procedural Process</p> <p>Consistent Admin support - Administrators attend all meetings - Support Implementation of IEP</p> <p>Special Ed Students Scheduled First in Master Schedule</p> <p>SpEd Students Schedule Changed Last</p>	<p>District will request Pacific Attorney Advisor (PAA) to attend District Admin Meeting to present on IDEA & DoDEA Reg. Principals leave w/common Power Point (Ppt) Presentation</p> <p>Principal w/assistance of their SpEd Dept present Ppt to their staff which was developed in conjunction w/ PAA's visit; District Liaison attends as requested</p> <p>Attend all CSC Meetings, observation of personnel, students. Ensures IEP Goals/objectives, timelines are met</p> <p>MS/HS Principals address policy statement to Counselors and Special Education teachers</p> <p>MS/HS Principals address policy statement to Counselors and Special Education teachers</p>	<p>May 2007 Action Completed</p> <p>May 2007 Repeated Yearly @ Beginning of SY Orientation Meetings Currently being completed.</p> <p>Immediate On-going Currently being completed</p> <p>December 1, 2006 Positive feedback for compliance</p> <p>December 1, 2006 Report out again in October meeting</p>	<p>Assistant Superintendent</p> <p>Assistant Superintendent Principal SpEd Dept District Coordinator</p> <p>Principals Assistant Superintendent</p> <p>Principal Assistant Superintendent</p> <p>Principal Assistant Principal</p>	<p>Criteria: Common Training to all Schools Participants Include: Administrators Regular Ed Teachers Special Ed Teachers Paraprofessionals</p> <p>- Often last scheduled classes full choices limited - SpEd students' schedules are changed w/out consultation w/case- manager regarding impact - Master Schedule changes 2 weeks into quarter</p>

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<p>SpEd Teachers Need a Greater Understanding of the Following:</p> <p>Inter-Complex Transition Meetings</p> <p>EDIS</p> <p>EFMP</p> <p>Case Manager, Roles & Responsibilities</p> <p>How to Document: - Child Find - Staff Collaboration</p>	<p>Third quarter CSC Chair Training & Complex based procedural training topic</p> <p>ICOP will be reviewed @ 3rd qtr. Sped. Complex procedural training</p> <p>Third Quarter Complex based procedural training topic</p> <p>Third quarter CSC Chair Training & Complex based procedural training topic</p> <p>Child Find Documentation Folder established District Coordinator conducts training and provides consultation on documentation strategies</p>	<p>April 6, 2007 Carried over to SY 07-08</p> <p>April 6, 2007 Carried over to SY 07-08</p> <p>April 6, 2007 Carried over to SY 07-08</p> <p>April 6, 2007 Carried over to SY 07-08</p> <p>April 6, 2007 Established and ongoing</p>	<p>District Coordinator</p> <p>District Coordinator</p> <p>District Coordinator</p> <p>District Coordinator</p> <p>SpEd Staff CSC Chair Principals/AP's District Coordinator Assistant Superintendent</p>	

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Special Educators Continuity Book	Personal SpEd Handbook Standard across the district + CD Rom	Began Nov 13, 2006, On-going Handbook completed and ongoing	SpEd Educators District Coordinator	Forms Guidance
CSC Chairs Continuity Book	Guidelines & Directions Handbook of CSC Chair's Roles and Responsibilities	Began Nov 17, 2006, On-going Handbook completed and ongoing	Local School Admin District Coordinator Support Staff	
SpEd Manual to New Personnel	CD Rom of Procedural Manual & Procedural Flow Chart mailed to CONUS hires prior to PCS move to Korea	Spring-'07 Summer-'07 Yearly basis On track for timeline compliance	CSC Chairs District Coordinator Principals	Mailed to CONUS Hires prior to PCS move to Korea
End of Year Accountability Checklist for CSC Chairs & SpEd teachers developed	CSC Chairs & District Coordinator review & edit <i>End of Year Status Report</i> form	April 6, 2007 On track for timeline compliance		
End of Year Accountability of CSC Chairs & SpEd Teachers	<i>End of Year Status Report</i> implemented	June 1, 2007 On track for timeline compliance		

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Early Return Days For SpEd to include New SpEd Teachers	CSC Chairs will survey SpEd Dept forward response to District Coordinator and School Principal	Nov. 30, 2006 Completed	CSC Chairs District Coordinator, Principals	
Listing of Available Resources	CSC Chairs survey SpEd Staff and record resources @ local – district – level + websites then forward to District Office	March 30, 2007 Completed	CSC Chairs & CSC Members	Local Community Resources & Major Disability Web Links
	District Coordinator merges into district listing forwards websites to District Web Master	April 6, 2007 Completed	District Coordinator	
	Webmaster creates hyper-links from District Website	June 1, 2007 In Process	District Webmaster	
District SpEd Black Board	District Office will request a Blackboard site be created by Pacific	Dec. 15, 2006 Completed	District Coordinator	Site Approval made by Area Office Area did not approve however a discussion group can be established under HQ's special ed. Blackboard for the K-DSO

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<p>Communication among all special education constituents to include parents, teachers, administrators and district personnel.</p>	<p>Reconvene and conduct K DSO Task Force Meeting</p>	<p>October 4, 2007</p>	<p>Assistant Superintendent, District Special Education Liaison</p>	