

Special Education Department Master Plan

S T U D E N T S	Goal # 1: Maximize resources and opportunities to increase student achievement and prepare students for successful post-secondary life.	Objective 1: Ensure that all exceptional learners have access to appropriate curriculum and participate in statewide assessment and district-benchmark testing. Objective 2: 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. Objective 3: Integrate social-emotional learning programs and services to support student wellbeing. Objective 4: Maximize transition services for students with IEPs to become college, career, and community ready. Objective 5: Continued utilization of created systems for data informed decision-making to promote positive student outcomes.
S T A F F	Goal # 2: Recruit, support, and retain qualified special education staff.	Objective 1: Collaborate with People Services to ensure qualified and capable staff are placed in each position. Objective 2: Identify and maintain appropriate staffing ratios. Objective 3: Provide ongoing professional development and identify courses of action which promote the expansion of career advancement opportunities. Objective 4: Train, coach, and mentor staff. Objective 5: Where feasible, hire in-house service providers for related services.
P R O G R A M	Goal # 3: Ensure program quality and compliance by aligning policies and practices which allow for transparency with stakeholders.	Objective 1: Increase staff and site awareness of annual compliance measures through sustained communication and collaboration. Objective 2: Improve data management and communication systems by utilizing prevention and intervention strategies to increase accuracy, efficiency, and compliance. Objective 3: Monitor essential timelines, criteria, and performance indicators to adhere to state and federal requirements. Objective 4: Incorporate measures to monitor state accountability performance indicators into already established school site programs. Objective 5: Ensure immediate incorporation of required state and federal program revisions.

ACTION PLAN

Goal 1: Improved Student Performance	• Monitor and maintain support staff in targeted areas. • Continued utilization of standardized approach for data collection and tracking. • Target activities to increase student exposure to post-secondary possibilities. • Select appropriate accommodations for learning and assessment in our unique educational setting. • Use MTSS prevention strategies at school sites to support student academic and social-emotional development. • Increase engagement opportunities with students to promote student achievement. • Strengthen community partnerships to provide opportunities for students.
Goal 2: Staffing and Staff Support	• Collaborate and plan with site and regional leadership on staffing needs. • Participate in hiring events and interviews. • Establish new special education related positions as needed. • Regularly monitor caseloads. • Provide extensive training for new hires in special education positions. • Create and deliver professional development and incorporate trainings offered through the SELPA. • Create and maintain MOUs with universities for internships. • Maximize in-house paraprofessional teaching career opportunities. • Facilitate professional development on available curriculum and supports.
Goal 3: Program Compliance	• Employ a sufficient number of technicians to manage digital accountability. • Coordinate with reporting systems' staff - CALPADS, SEIS, SIS, and LCAP. • Incorporate CALPADs requirements into practices. • Align student information systems to support reporting and data collection. • Collaborate with regional programs and departments which monitor performance indicators to collect annual data. • Facilitate regional committee meetings to review and respond to state and federal performance indicators. • Maintain Beyond SST; train and support chairpersons. • Provide ongoing training for users to effectively input student data into reporting systems. • Develop and maintain in-house digital reporting systems. • Facilitate special education department meetings to review guidelines and implement necessary changes. • Utilize electronic storage and retrieval for all special education documents.