

# *December 2007 Special Education Update*

## **New Staff in the OSPI Special Education Office**

Please join us in welcoming three new staff members. Randy Brown ([Randal.Brown@k12.wa.us](mailto:Randal.Brown@k12.wa.us)) has joined the OSPI team as a compliance resolution specialist. Randy has a wealth of experience in dispute resolution throughout our state and comes highly recommended by both district and parent parties. Ryan Prosser ([Ryan.Prosser@k12.wa.us](mailto:Ryan.Prosser@k12.wa.us)) and Cherie Patterson ([Cherie.Patterson@k12.wa.us](mailto:Cherie.Patterson@k12.wa.us)) have joined our team as safety net supervisors. Ryan has a law degree and a Masters in curriculum and instruction. Cherie comes to us from Montesano School District where she was a very successful local director. Cherie has a wealth of experience as well and will be an asset to our section. Please welcome these three professionals and feel free to seek their assistance in matters related to special education in our state. They may all be reached at 360-725-6075.

## **Deadline for Federal LEA Application**

The 2007–08 Federal Funds for Special Education IDEA-B and Section 619 application is available on iGrants and can be accessed at <https://eds.ospi.k12.wa.us>. Performance data profiles have been posted at <http://www.k12.wa.us/specialed/data.aspx> and choose the District Profiles link. It is recommended that you save a copy of this file to your desktop. This data should be used to assist districts with completing their applications.

The application due date is **November 30, 2007**, however, **it may be submitted prior to this date for approval and release of funds**. If you have any questions, please contact Tara Canlett at 360-725-6075 or [tara.canlett@k12.wa.us](mailto:tara.canlett@k12.wa.us)

## **Special Education State Oversight Committee Meeting Dates and Application Deadlines**

<b>Deadline for Receipt of Application at OSPI*</b>	<b>Type of Application</b>	<b>Oversight Committee Meeting Date</b>	<b>Meeting Location</b>
Dec. 21, 2007	High need	Feb. 20-21, 2008	AWSP Building
Feb. 29, 2008	Community Impact	March 26-27, 2008	Evergreen State College
April 18, 2008	Community Impact Resubmission and High Need	May 28-29, 2008	ESD 113

**\*Hard copy Safety Net applications must be received at OSPI by 5 p.m. on deadline day. Faxed submissions will not be accepted.**

## **Routine and Focused Monitoring Corrective Action/Improvement Plans**

Corrective Action and/or Improvement Plans, if required, are due at the end of November from districts monitored between January and June of 2007. **Any district who does not believe that they will be able to meet this deadline should submit an extension request prior to the deadline.** Requests must be in writing (e-mail is acceptable), and should be sent to: [Jennifer.story@k12.wa.us](mailto:Jennifer.story@k12.wa.us)

## **Federal Data Reporting Templates, Instructions, Due Dates, FAQs**

A number of data reports are due to OSPI Special Education in the months of December, January and February. Please make sure your data are correct and submitted on-time. Late data submissions may impact your district's determinations ranking. This information is posted at [www.k12.wa.us/specialed/forms.aspx](http://www.k12.wa.us/specialed/forms.aspx). You must download the template and **SAVE IT TO YOUR COMPUTER BEFORE FILLING IN ANY INFORMATION. EACH TEMPLATE SHOULD BE OPENED WITH EXCEL, DATA FILLED IN, THEN ATTACH TO AN EMAIL TO SUBMIT. YOU CANNOT SUBMIT VIA THE INTERNET.**

<b>2007-08 Collection Name:</b>	<b>Date Due:</b>	<b>Frequently Asked Questions/ Instructions:</b>
<a href="#">Special Education Personnel Employed and Needed</a>	12/17/07	No changes from previous collection.
Child Outcomes Summary Form - submit district-wide entry and exit data ( <a href="#">xls</a> ) Child Outcomes Data Tracking Form (for individual child use, not to be submitted to OSPI) ( <a href="#">pdf</a>   <a href="#">rtf</a> ) Full implementation statewide in 2007-08	Entry: 12/30/07 Entry/Exit: 07/15/08	Memorandum 36-07 ( <a href="#">doc</a> ) Q and A ( <a href="#">doc</a> ) More information is available at <a href="http://www.k12.wa.us/specialed/EC.aspx">www.k12.wa.us/specialed/EC.aspx</a>
Federal Special Education Child Count and Least Restrictive Environment (LRE) may only be submitted using the Cores Student Record System. To log-in the system go to: <a href="https://eds.ospi.k12.wa.us/Login.aspx">https://eds.ospi.k12.wa.us/Login.aspx</a>	CSRS Submission due 1/21/08	Instructions, definitions, examples, Q and A, Calculating preschool LRE codes <a href="#">doc</a> or <a href="#">pdf</a>
2007 <b>Post-School Data Survey</b> and the <b>Demographic Forms</b> are located on the Center's website: <a href="http://www.seattleu.edu/ccts">www.seattleu.edu/ccts</a>	02/01/08	Center for Change in Transition Services, Post School Outcomes Section
<a href="#">Special Education Students Suspended/Expelled</a>	06/30/08	No changes from previous collection.
<a href="#">Timeline for Initial Evaluation of Special Education and Transition from Part C to Part B by Child's 3rd Birthday</a>	07/15/08	<a href="#">Q and A</a> (doc)
	07/15/08	
Federal Special Education Data Reporting Requirements Bulletin 81-07 ( <a href="#">doc</a> )	09/14/07	

### Important Reminders

1. The 2007-08 Potential Medicaid Eligible Students Worksheet will be available soon. We will be sending out an email with the worksheet and instructions. It is due January 10<sup>th</sup>. Please pass on this information to the Medicaid contact in your district/ESD.
2. You may have received an email regarding the IDEA End of Year Report for 2007-08. **This report should only be filled out if you had completed the Institution Mini Grant form package 356 during 2006-07.** Otherwise you do not need to fill out this report.

### Online Post-school Survey and Online Training Activities

*General Information about the Post-school Survey:*

- The post-school surveys are due by **February 1, 2008**.
- If you are submitting paper/pencil surveys this year, they must be POSTMARKED by February 1, 2008.

*Online Post-school Survey* ([http://www.seattleu.edu/ccts/post-school\\_survey.asp](http://www.seattleu.edu/ccts/post-school_survey.asp)):

- If your district designated a District Manager an email message from "CCTS@DoNotReply" was sent on 10/30/07 or 10/31/07 to the District Manager. This email message contains the link needed to set your password.
- Once your password has been set, please use your FULL email address as your username to log in.
- Once you log in and click on the name of a High School, you will see the surveys you submitted for pre-population.
- If your district has not designated a District Manager and needs access to the online survey, please contact Lisa Scheib at CCTS: [scheibl@seattleu.edu](mailto:scheibl@seattleu.edu) or by phone at 206-296-6494.

*Online Post-school Survey Trainings* (<http://www.seattleu.edu/ccts/training.asp>):

- Go to the CCTS website and click on 'Online Training' on the left-hand side of the CCTS website homepage, or follow the link above.
- Once you click on 'Online Training' you will see 8 training activities for District Managers and 7 training activities for District Users (those conducting the telephone interviews). Each activity is approximately 5-10 minutes long.
- *Please note:* District Managers are responsible for adding new users to the system. To learn more about adding District Users to the online system, please look at Activity #8.
- These training activities are tools that will help guide you in using the online system. The online training activities allow you access at your convenience or to use as a training tool with a group.

## **Current List of Administrative Law Judges (ALJs) who conduct Special Education Hearings**

In accordance with 20 USC §1415(f), 34 CFR §300.508, and WAC 392-172A-05085, the following is a list of administrative law judges (ALJs) assigned to conduct special education due process hearings:

Seattle/Puget Sound: Janice E. Shave, Mattie Harvin-Woode, Robert Kingsley, Michelle Mentzer, Andrea Conklin (pro tem);  
Yakima/Central Washington: Johnette Sullivan;  
Olympia/South Puget Sound: Cindy Burdue;  
Spokane/Eastern Washington: David Hansen; John Gaffney  
Vancouver/Southwest Washington: Gina Hale.

All ALJs are employed by the Office of Administrative Hearings, and are not employees of the Office of Superintendent of Public Instruction, the school districts or other agencies involved in the education or care of students in any matter to which they are assigned. Any ALJ assigned to a special education case may not have a personal or professional interest that would conflict with the ALJ's objectivity in the hearing.

Each ALJ employed by the Office of Administrative Hearings is appointed by the Chief ALJ. All ALJs on the panel have received special education due process hearing training. All ALJs who conduct hearings have at least three years' experience practicing law and/or conducting hearings for various state agencies, or both. The ALJs are members in good standing of the Washington State Bar Association (active judicial status), and have demonstrated knowledge of administrative law and procedure. ALJs are assigned by geographic region when possible. This list may be revised from time to time.

## **Trainings by Sound Options**

TITLE	DATE	LOCATION	CONTACT
Approaching Difficult Conversations	January 26, 2008	Federal Way	Chuck Nykreim or Chris Willis 253-945-2082
Leading Participative Meetings	February 26, 2008	ESD 189	Carol Towne
Leading Change and Improvement	March 25 and 26, 2008	ESD 189	Carol Towne
Building Collaborative Teams	March 5, 2008	Wenatchee	Jackie Messer or Carrie Stokes at ESD 171
Building Collaborative Teams	April 28, 2008	Wenatchee	Jackie Messer or Carrie Stokes at ESD 171
Leading Participative Meetings	April 29, 2008	Wenatchee	Jackie Messer or Carrie Stokes at ESD 171

## **DO-IT Now Accepting Applications for 2008 DO-IT Scholars Program!**

The University of Washington's DO-IT Scholars program is now accepting applications from Washington State high school sophomores and juniors with disabilities who are interested in preparing for college and challenging careers.

DO-IT, which stands for Disabilities, Opportunities, Internetworking, and Technology, introduces high school students with disabilities to technology, peer support, and work-based learning in an effort to help them be successful in a college environment. Participants are loaned laptop computers, software, and adaptive technology for

long-term use in their homes and at school or work. That enables them to network online with peers, DO-IT staff, and DO-IT Mentors- many of whom are working professionals with disabilities.

The students also attend summer study sessions at the University of Washington. They learn about college selection, career options, technology, and self-advocacy. Living in dorms and navigating the campus helps them get an early taste of college life.

"Some young people with disabilities have expectations that are lower than they need to be", states Sheryl Burgstahler, founder and director of DO-IT. "We try to change that. Our focus is on the use of empowering technology and teaching students the skills they need to succeed in challenging careers".

Approximately 20 students are selected each year. For this unique program, DO-IT is seeking students who:

- are sophomores or juniors in high school,
- have an aptitude and interest in attending college,
- have a significant disability such as a mobility impairment, a learning disability, sensory impairment, health impairment, etc.
- are interested in interactions with other students with disabilities.

Students are encouraged to apply by January 10, 2008. Applications are accepted after that time until all openings are filled. For more information or to request application materials, contact the DO-IT office at 206-685-3648 (V/TTY), or download forms at <http://www.washington.edu/doi/Programs/scholar.html>.