# LEA Special Education Point of Contact Monthly Webinar

## Nov. 15, 2023

OSSE Division of Systems and Supports, K-12 (K12SS)
OSSE Division of the Chief Information Officer (CIO)
OSSE Division of Student Transportation (DOT)
OSSE Division of Teaching and Learning (TAL)

*The LEA Special Education Point of Contact Monthly Webinar will begin momentarily. A copy of today's presentation is available for download through Go To Webinar. To access, expand the 'Handouts' menu.*

# Agenda

- Introduction

- Policy Reminders and Updates

- Individuals with Disabilities Education Act (IDEA) Monitoring Reminders and Updates

- Transportation Reminders and Updates

- Special Programs Reminders and Updates

- Teaching and Learning Reminders and Updates

- Announcements and Reminders

# Introduction

# Policy Reminders and Updates

# New Guidance: Intersections of Dyslexia and Special Education

- On Nov. 14, 2023, the OSSE Divisions of Systems and Supports, K-12 and Teaching and Learning released joint guidance providing clarity on how The Addressing Dyslexia and Other Reading Difficulties Amendment Act of 2020 intersects with LEA obligations under the Individuals with Disabilities Education Act (IDEA), including how data gathered from required dyslexia screeners may be incorporated into the special education process.

- Dyslexia is included as a condition that may constitute a specific learning disability (SLD) under IDEA.

- Local education agencies (LEAs) should document screener results consistent with LEA policies or practices related to student record keeping.

- Individualized education program (IEP) teams can determine whether and how to consider student-level screener results and data in making eligibility determinations and during IEP development or review. LEAs may establish internal policies or protocols for considering this data.

- For questions about dyslexia obligations, contact Dustin Tamsen at Dustin.Tamsen@DC.gov.

- For questions about special education obligations, contact the special education policy team at OSSE.DSEpolicy@dc.gov.

# LEA Special Education POC Resources

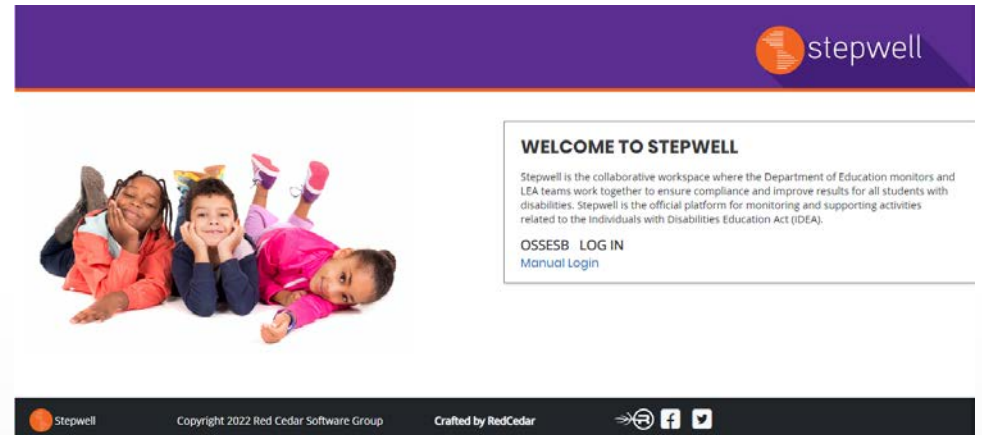| OSSE Special Education Process Handbook | LEA Special Education POC Role Description | LEA Special Education Calendar |
|---|---|---|
| • Describes the **what** of LEA responsibilities<br><br>• Use as a guide in creating and documenting LEA policies and procedures (your LEA's **how**!)<br><br>▪ Referral and evaluation processes<br><br>▪ IEP processes<br><br>▪ Managing student transitions | • Describes the **who** of LEA responsibilities<br><br>• Use to identify appropriate staff to manage and implement LEA operational activities<br><br>▪ Data and information management<br><br>▪ Compliance activities<br><br>▪ Training and development | • Describes the **when** of LEA responsibilities<br><br>• Use to plan LEA activities and anticipate LEA responsibilities, training and monitoring<br><br>▪ IDEA grant activities<br><br>▪ Monitoring schedule<br><br>▪ Data submissions<br><br>▪ OSSE trainings and monthly webinars |
| Contact: Alexandra Millson<br>Alexandra.Millson@dc.gov | Contact: Christie Weaver-Harris<br>Christie.Weaver-Harris@dc.gov | Contact: LaShonda Wilson<br>LaShonda.Wilson@dc.gov |

**Individuals with Disabilities Education Act (IDEA) Monitoring Reminders and Updates**

# New Monitoring and Compliance Tracking System

- The transition from the District of Columbia Corrective Action Tracking System (DCCATS) to Stepwell has been postponed.

- Please continue to use DCCATS until further notice.

- Please stay tuned for further information regarding an updated timeline for this transition.

**Transportation Reminders and Updates**

# Calendar Updates

The ability to update calendars in the Integrated Data Submissions (IDS) tool closed **Friday, Aug. 11, 2023 at 5 p.m.**
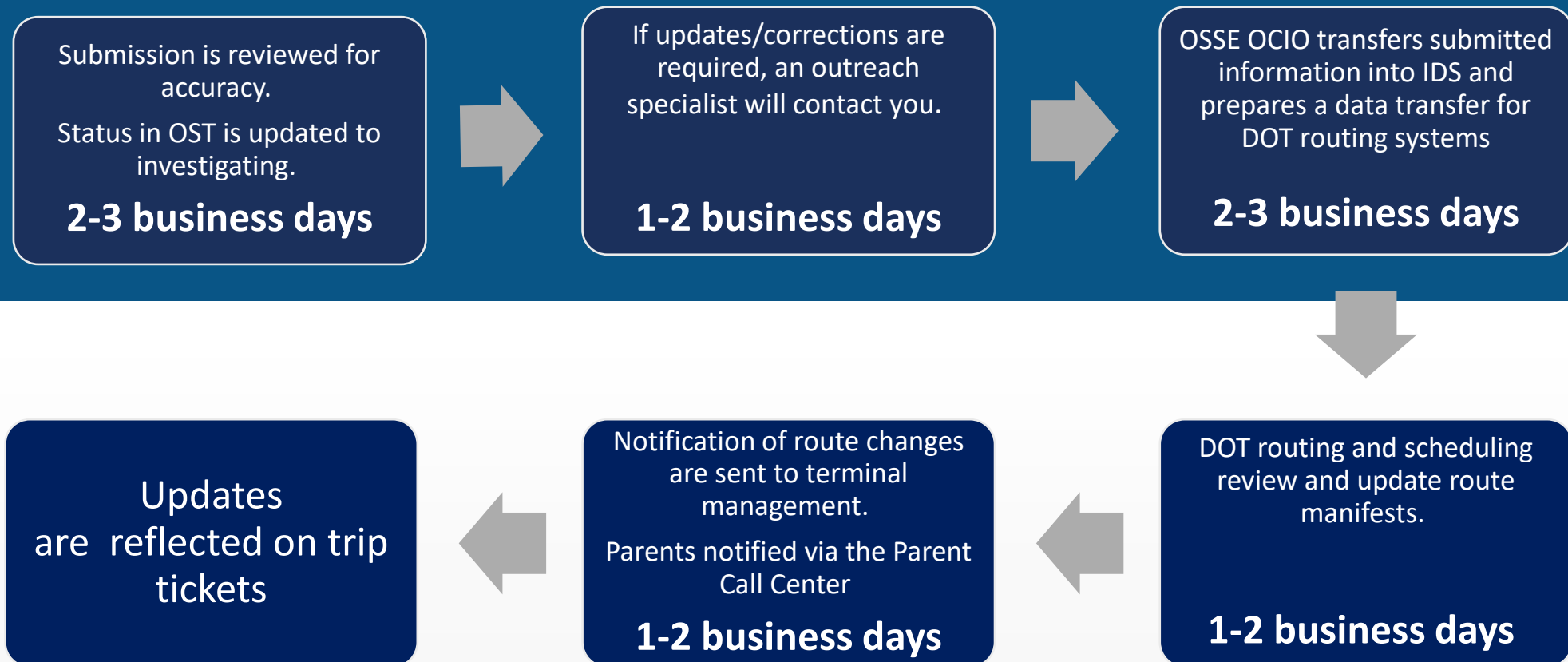
Changes to school bell schedules and dismissals now require the submission of an [OSSE Support Tool](#) (OST) ticket, along with the **Calendar Exception Template.**

We have been receiving *many* submissions to update calendars for additional early dismissal dates, non-instructional days and adjustments to school bell times.

**Please note the following:**
- **Corrections to non-instructional days must be submitted in eSchoolPLUS.**
- Not all requests for early pickups will be honored if submitted within a two-week window.
- *Emergency* closures or adjustments can be considered by sending a request to OSSE DOT at [osse.dotcriticalinfo@dc.gov](mailto:osse.dotcriticalinfo@dc.gov).
- Requests for calendar adjustments via email, outside of an emergency, will not be processed.
- Reminder emails of school status or future dates will not be honored unless reflected in IDS.
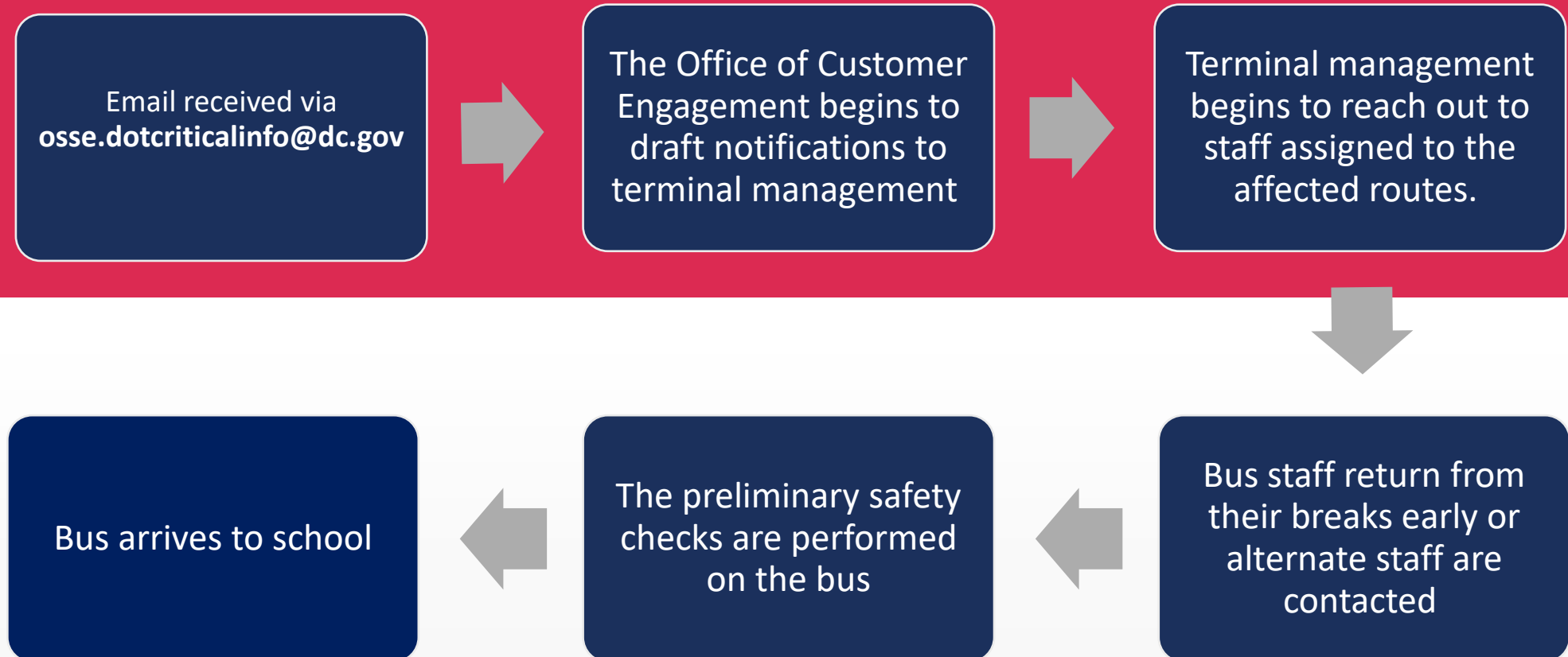
# What happens when you submit a calendar adjustment for transportation services in the OSSE Support Tool (OST)?

Submission is reviewed for accuracy.

Status in OST is updated to investigating.

**2-3 business days**

If updates/corrections are required, an outreach specialist will contact you.

**1-2 business days**

OSSE OCIO transfers submitted information into IDS and prepares a data transfer for DOT routing systems

**2-3 business days**

Updates are reflected on trip tickets

Notification of route changes are sent to terminal management.

Parents notified via the Parent Call Center

**1-2 business days**

DOT routing and scheduling review and update route manifests.

**1-2 business days**

# Requesting Schedule Adjustments Under Emergency Circumstances

- OSSE DOT cannot guarantee all requests will be honored.

- Acceptable adjustments include, but are not limited to:

  ▪ Weather-related events, government related events (i.e., president escort), school safety and access issues, air quality control and lock-downs.

- Please note: Calls to the call center (Parent Resource Center) are not confirmation of accepted adjustments.

# What happens when OSSE DOT receives an email request for early pick up (emergency only)?

Email received via **osse.dotcriticalinfo@dc.gov** → The Office of Customer Engagement begins to draft notifications to terminal management → Terminal management begins to reach out to staff assigned to the affected routes.

↓

Bus arrives to school ← The preliminary safety checks are performed on the bus ← Bus staff return from their breaks early or alternate staff are contacted

# Transportation Policy Update

- The amount of time a student spends on an OSSE DOT vehicle from onboarding to off boarding, during a single commute (a.m., p.m.) is known as the **Ride Time**. Effective Monday, Aug. 28, 2023, ride time allocations for students have increased.

- The District of Columbia and surrounding jurisdictions have undergone major changes since the last update of this OSSE DOT Policy. The following factors were most prevalent when considering these changes:
    - New public and public charter LEAs supported by OSSE DOT since established ride time;
    - Updated traffic patterns;
    - Construction and upcoming development projects;
    - New business and personal property developments;
    - Distance traveled to accommodate students supports; and
    - Staffing and vendor support (drivers, nurses, vendor services).

- **Outcome:** Efficient routing and soundness of scheduling.

# New Ride Times

**Effective since Monday, Aug. 28, 2023**

| Previous | New |
|:---:|:---:|
| Travel Within DC<br>75 minutes | Travel Within DC<br>90 minutes |
| Up to 6 miles outside of DC<br>75 minutes | Up to 6 miles outside of DC<br>105 minutes |
| 6-15 miles outside of DC<br>90 minutes | 6-15 miles outside of DC<br>120 minutes |
| Over 15 miles outside of DC<br>90 minutes | Over 15 miles outside of DC<br>190 minutes |

**Special Programs Reminders and Updates**

# How to Access Special Programs

Prior to accessing Special Programs, the LEA Data Manager or Admin (point of contact) POC **must** add the staff member into the All Staff data collection template in the Integrated Data Submission (IDS) tool.

| Why? | Who? | How long does it take? |
|------|------|------------------------|
| Allows for staff to access OSSE systems, such as the learning management system (LMS) and Special Programs | The LEA Data Manager can update the All Staff | Next Business Day |

To view the LEA Point of Contact (POC) roles in the IDS, click here.

# LEA Special Programs Staff Mapping

OSSE will use the roles entered in the **Federal Roles** and the **Contact Type** columns in the IDS to conduct the auto-assignment.

| Employment Status | |
|---|---|
| Federal Roles | Contact Type |
| Required if Change Type = 'Change in role or Contact Type' OR 'New Employee' | Required if Change Type = 'Change in role or Contact Type' OR 'New Employee' |
| Option Set | Option Set |

# Access for Federal Roles

Below are the staff roles that will come from the **Federal Roles** column in the All Staff Data Collection.

| Federal Roles |
|---|

- Special Education Support Staff, Audiologist
- Special Education Support Staff, Counselor/Rehabilitation Counselor
- Special Education Support Staff, Medical/Nursing
- Special Education Support Staff, Occupational Therapist
- Special Education Support Staff, Orientation and Mobility Specialist
- Special Education Support Staff, Physical Therapist

- Special Education Support Staff, Psychologist
- Special Education Support Staff, Recreation and Therapeutic Recreation Specialist
- Special Education Support Staff, Social Worker
- Special Education Support Staff, Speech Language Pathologist

*Federal Role definitions can be found here.

# Access for Contact Types (or POCs)

Below are the staff roles that will come from the **Contact Type** column in the All Staff Data Collection.

| Contact Type |
| --- |

- Head of School
- Principal
- School Special Education POC
- LEA Special Education POC
- Pre-K Special Ed POC
- Nonpublic Special Education Coordinator*
- LEA Special Education Data Admin *
- Special Education Teacher*

- LEA 504 Coordinator*
- Related Service Provider Supervisor*
- Early Childhood Transition Coordinator
- Transportation Manager
- LEA Assessment Manager
- MSAA Coordinator
- Assessment POC

*There are five new POCs that are available in the All Staff data collection. Here is a link to the LEA Points of Contact (POC) Descriptions.

# Dyslexia Awareness



The OSSE Dyslexia DC landing page offers an overview of DC Law 23-191 Addressing Dyslexia and Other Reading Difficulties Amendment Act of 2020. The page includes the 2022-23 School Year Approved Kindergarten - 2nd Grade Universal Screeners and other resources to support implementation.

OSSE's three-part **dyslexia awareness course** is for all educators serving grades kindergarten through grade 12 who lead and support literacy instruction and language development. Participants can earn up to 16 professional learning units (PLUs) for completion of all three modules. Please register here. For questions, please contact Dustin Tamsen at: Dustin.Tamsen@dc.gov.

# Implementation of *DC Law 23-191 Addressing Dyslexia and Other Reading Difficulties Amendment Act of 2020*

**Professional Development**

- Over 12,646 educators have completed the Dyslexia Awareness Modules in OSSE's Learning Management System (LMS).

**Universal Screening**

- LEAs are completing Universal Screening for K-2 students.
- 94% of reporting LEAs have selected one of OSSE's approved screeners.
- OSSE has provided a template for notifying the families of students identified as being at risk for developing reading difficulties.

**Compliance**

- District of Columbia Public Schools and DC Public Charter School Board submitted compliance letters on Oct. 31, 2023.
- Results have been posted publicly and can be found here.

**Technical Assistance**

- For questions, please contact Dustin Tamsen at Dustin.Tamsen@dc.gov.

DYSLEXIA DC

# *NEW!* Secondary Transition Resource Hub



OSSE is excited to announce our enhanced Secondary Transition Resource Hub! Explore comprehensive information on the Secondary Transition process and discover valuable resources within the hub. We extend an invitation to all schools in the District to acquire posters designed to promote secondary transition across the District. Secure posters for your school by completing the interest form. Please note that each school is limited to *a maximum of four large posters and four small posters*.

*Pick up dates and times*: Nov. 16 and Nov. 17 at 3-4:30 p.m., Nov. 20 at 8-10 a.m. and 3-4:30 p.m. (RSVP here)

*Pick up location*: OSSE Main Headquarters- Eleanor Holmes Norton I (First Floor) 1050 First St. NE, Washington, DC 20002

For questions about poster pick-up, please contact Kalecia Baity at Kalecia.Baity1@dc.gov.
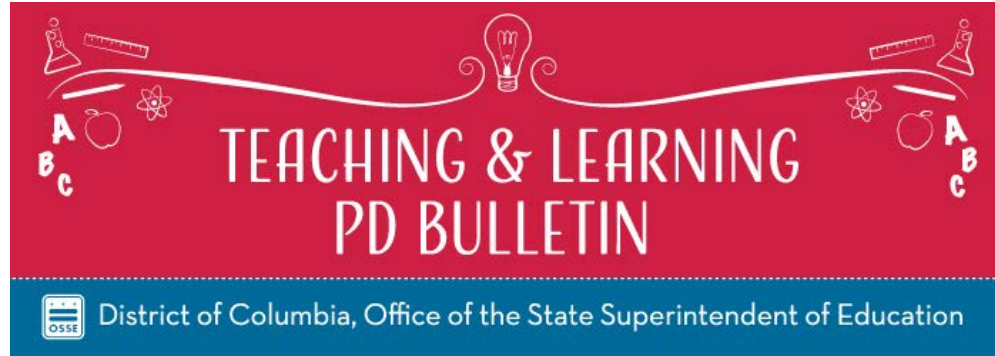
# *NEW!* Math Pedagogy Professional Development Bootcamp (Middle/High School)

OSSE is offering **a two-part math teaching strategies "bootcamp" for any middle or high school math teacher** in a DC public or public charter school with *fewer than five years of teaching experience*. **Participants will receive a $1,000 stipend for their full participation.**

To register, please fill out this form. For questions, contact Miryam.Oziel@dc.gov.

| Part I : *Mathematical Mindsets* | Part II: *Routines for Reasoning* |
|---|---|
| • Timeline: Begins in November 2023<br>• Delivery: Virtual and self-paced<br>• Instructor: Dr. Jo Boaler<br>Educators will:<br>   • Learn how to teach visual mathematics and choose high quality tasks.<br>   • Develop a growth mindset approach and learn how to foster students' growth mindsets. | • Timeline: Begins in December 2023<br>• Delivery: Live and in-person<br>• Instructor: Grace Kelemanik and Amy Lucenta<br>This part is designed to build understanding and facilitate quality implementation of the Standards for Mathematical Practice, thereby ensuring that all students develop as mathematical thinkers and problem solvers. |

# Additional PD Opportunities



TEACHING & LEARNING PD BULLETIN
District of Columbia, Office of the State Superintendent of Education

All DC educators are encouraged to subscribe to the monthly TAL PD Bulletin to stay informed of upcoming PD sessions, resources and tips from fellow educators. **Subscribe here.**

**Find registration links for all upcoming PD sessions in the most recent TAL PD Bulletin, viewable here.**

Announcements and Reminders

# Missed a Webinar?

Visit our webpage - LEA Special Education Points of Contact Monthly Webinar Series

- Watch previous webinars
- Download training resources and materials

Recording of this webinar and slides will be posted to the webpage above within one week of the live webinar.
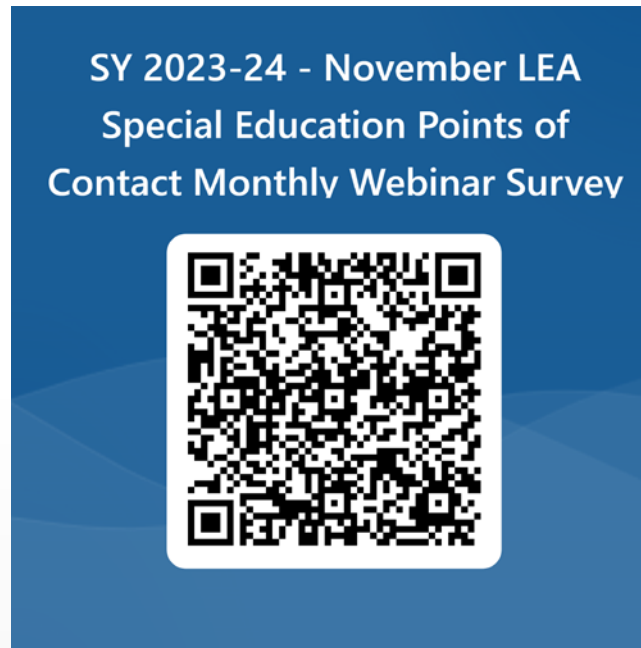
# Upcoming LEA SPED POC Webinar

**NEXT WEBINAR:**

## Jan. 17, 2024 at 10 a.m.

*(No Webinar for December- Happy Holidays!)*

# Complete our Survey

**Please provide your feedback on the November 2023 LEA SPED POC Webinar:**



SY 2023-24 - November LEA
Special Education Points of
Contact Monthly Webinar Survey

**Link to Survey**

# Thank You!

# Appendix

# OSSE Contact Information for LEA Special Education POCs

| Topic | Point of Contact | Email/Phone |
|---|---|---|
| Policy & Guidance | OSSE Special Education Policy Team | OSSE.DSEpolicy@dc.gov |
| Monitoring & Compliance | Karen Morgan-Donaldson, IDEA Part B Monitoring and Compliance Team | Karen.Morgan-Donaldson@dc.gov |
| | Sharon Powell, Nonpublic Monitoring Team | Sharon.Powell@dc.gov |
| Evidence-Based Practice | Byul Yim, Teaching and Learning Division | byul.yim1@dc.gov |
| Data Apps & Systems | Use the OSSE Support Tool for questions or support with special education data systems and applications<br>Locate your LEA's DAR Liaison | OSSE Support Tool<br>Locate DAR Liaison |
| Preschool Special Education | Dawn Hilton, Special Education Supervisory Coordinator, Division of Early Learning | Dawn.Hilton1@dc.gov |
| | Child Outcomes Summary Data Collection | OSSE.COSFAQ@dc.gov |
| Assessment Accommodations | Lauren Thompson, Deputy Director of Assessments, Data, Assessment, and Research | Lauren.Thompson@dc.gov |
| Student Transportation | Dionne McAdoo and Chelcia Greer, Community Engagement Team | (202) 576-5520 or PRCEscalations@dc.gov |
| | School Liaisons and Parent Resource Center | (202) 576-5000 *(follow prompt for school officials)* |

# Coordination Between LEA SPED POCs and LEA Teams

LEA SPED POCs coordinate with a range of other POCs to support with the work listed below. Please connect with the staff members who serve in the following roles to ensure you are prepared to support one another throughout the school year.

## LEA Assessment POC

- Ensure students with disabilities receive appropriate assessment accommodations, as documented in IEPs
- Determine Alternate Assessment eligibility for students with cognitive disabilities

## LEA Transportation POC

- Provided updates to your LEA on transportation policies, guidance and eligibility criteria
- Ensure timely submission of all Transportation Request Forms (TRFs).

## Pre-K Special Education POC

- Serve 3- to 5-year-old students with disabilities
- Support pre-K SPED POC in collecting Child Outcomes Summary data, as needed

## LEA Data Manager

- Ensure accurate enrollment data to allow transfer of records in SEDS for students with disabilities
- Access and leverage student-level data from multiple OSSE systems (Qlik, SLED, SIS, etc.)

## Early Childhood Transition Coordinator

- Coordinate a smooth C to B Transition for newly enrolled 3- or 4-year-old children from the DC Early Intervention Program ('Strong Start')
- Coordinate Child Find duties for young children

## LEA English Learner Coordinator

- Serve students who are dually identified as English learners with disabilities, including appropriate assessment accommodations, evaluations and service provision in other languages, family engagement and communication, etc.