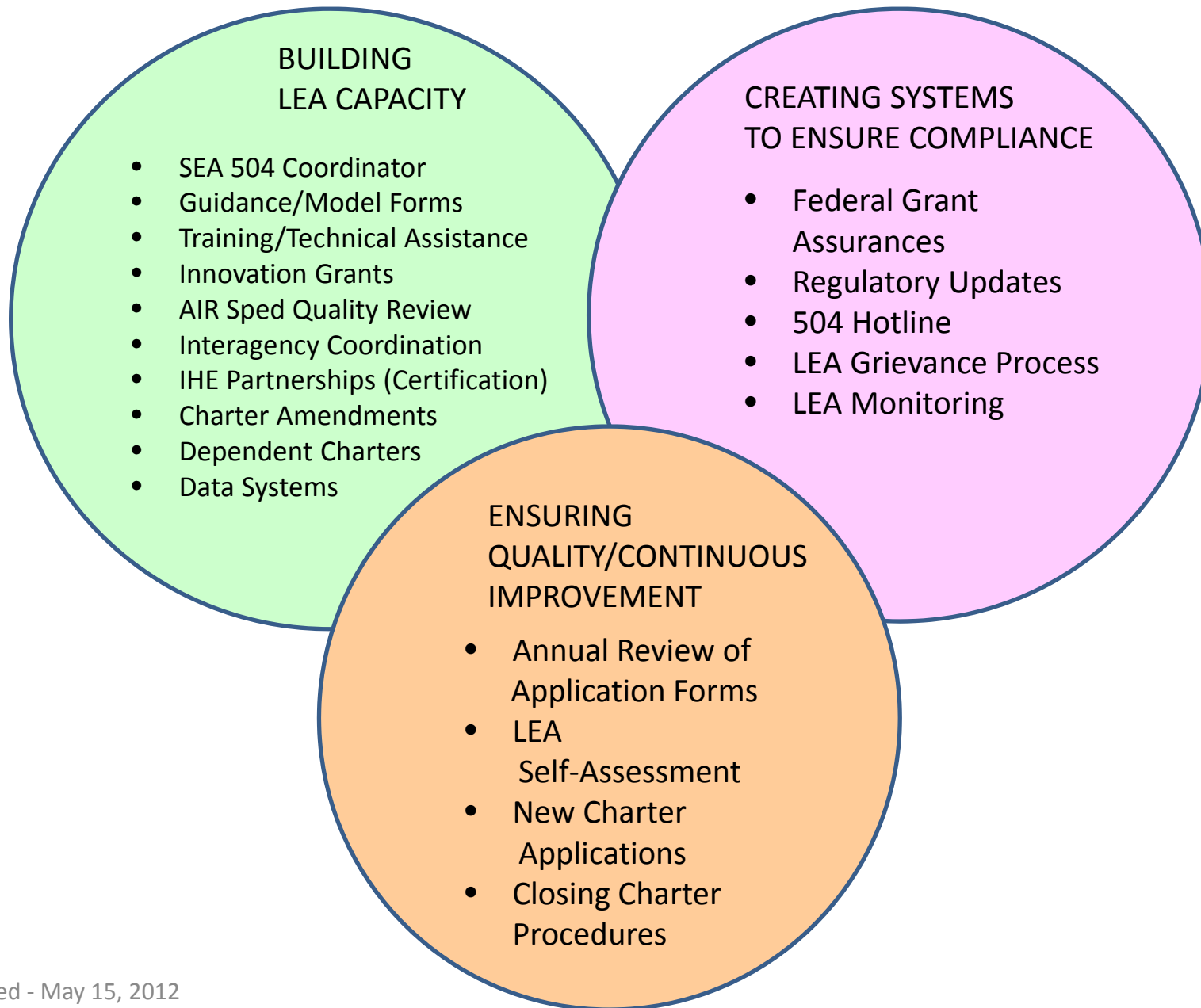


DISTRICT OF COLUMBIA SECTION 504 IMPLEMENTATION PLAN



Building LEA Capacity

Item Number	Strategies/Action Items	Timeline	Who is Responsible?	Status	Evidence of Completion
1	Identify a 504 SEA Coordinator in Division of Special Education	January, 2012	OSSE	Completed	Agency Organization Chart
2	Develop LEA Workgroup to help Create LEA Guidance, Model Forms: <ul style="list-style-type: none"> - 504 Evaluation - Parent Notice - 504 Support Plan - 504 Grievance Process 	March, 2012	OSSE	On Track	Meeting Agendas, Meeting Notes, Completed Guidance
3	Provide Effective Training and Technical Assistance Related to 504 Implementation	Ongoing	OSSE, PCSB	On Track	Training Materials, Participant Evaluations
4	Conduct Special Education Quality Review Project with AIR to Identify Barriers and Best Practices, Create Best Practice Self Assessment	January-December, 2012	OSSE	On Track	Quality Review Study Report LEA Self-Assessment Tool
5	Collaborate with DMH to Identify Behavioral Health Resources to Support Pre-Referral Intervention	February-September, 2012	PCSB, OSSE	On Track	DMH System of Care (SoC) Planning Grant Submission
6	Explore Funding for Innovation Grants and Summer Teacher Certification Programs with IHE Partners	February-April, 2012	PCSB	On Track	Meeting Agenda, Meeting Notes, Application/Certification
7	Create charter amendments to Enhance Charter Abilities to Serve All Students	Ongoing	PCSB	On Track	Amended Charters
8	Review Dependent Charter Status and Determine Proactive Strategy to Serve All Students	Ongoing	PCSB, OSSE, DME, DCPS	On Track	Meeting Agendas, Meeting Notes

Creating Systems to Ensure Compliance

Item Number	Strategies/Action Items	Timeline	Who is Responsible?	Status	Evidence of Completion
9	Update all Federal Grant Application Assurances and Require Signature Prior to Release of Funds	Ongoing	OSSE	On Track	Sample Grant Application
10	Issue State-level Discipline Regulations	July, 2012	OSSE	On Track	Final Regulations Posted on Website
11	Review Other Regulatory Vehicles that Could Support Compliance (eg UPSFF, Certification)	Ongoing	OSSE, PCSB	On Track	Meeting Agendas, Meeting Minutes
12	Establish 504 "Hotline" for Community to Contact OSSE Regarding Potential 504 Noncompliance	December, 2012	OSSE	Completed	Communications Log, Emails
13	Review Monitoring Tools to Enhance Oversight and Reduce Duplication; Consider "Mystery Shoppers", Data – Driven Tiered Monitoring	May, 2012	PCSB, OSSE	On Track	Monitoring Manual, Tools

Ensuring Quality and Continuous Improvement

Item Number	Strategies/Action Items	Timeline	Who is Responsible?	Status	Evidence of Completion
14	Conduct Annual Review of Charter Application Forms	Annually, By January	PCSB	On Track	Application Checklists and Completed Review Tools
15	Develop LEA Best Practice Self-Assessment	December, 2012	PCSB, OSSE	On Track	Assessment Tool
16	Review Tools Used to Conduct New Charter Application Reviews; Ensure 504 Compliance and Implementation Addressed	Summer, 2012	PCSB, OSSE	On Track	Updated New Charter Application Review Tool
17	Review Tools Used to Conduct Review for Closing Charter LEAs to Ensure Appropriate Transition Planning for Children with 504 Plans and IEPs	Summer, 2012	PCSB, OSSE	On Track	LEA Charter Closure Manual
18	Review Data Tools to Effectively Track Student Needs with 504 Plans	April, 2012	OSSE	On Track	Data Tools