



SPECIAL EDUCATION SYSTEMIC COMPLAINT CORRECTIVE ACTION PLAN

GOAL	STRATEGIES/ACTIVITIES	PERSONNEL RESPONSIBLE	EVIDENCE OF IMPLEMENTATION	TIMELINE	DATE COMPLETED
<p>EXTENDED SCHOOL YEAR REGULATION REFERENCE: <i><u>§300.106 public agency must ensure Extended School Year Services are available as necessary to provide FAPE</u></i></p> <p>1. In order to address the 2015-16 Systemic Complaint for understanding purposes and rationale for future actions, all local Special Education Unit Directors will receive an overview that includes the background, investigation process, report and corrective actions from the Systemic Complaint.</p>	<ul style="list-style-type: none"> • At the June Leadership Conference NDDPI will present an overview of Systemic Complaint to the Unit Directors. • From the presentation, Directors to address the Complaint in guided group discussions, prioritize areas of violation and local need, and identify training methods to reach all special ed. staff and district administration. 	<p>NDDPI Office of Special Education</p> <p>NDDPI Office of Special Education and Unit Special Education Directors</p>	<ul style="list-style-type: none"> • Conference sign in sheet • Feedback notes 	Completed by July 1, 2016	July 1, 2016
<p>2. In order to correct areas of non-compliance with regard to ESY in the Complaint, specific violations and direction for accurate procedures will be presented to Unit Directors.</p>	<ul style="list-style-type: none"> • Provide Directors training slides specific to Complaint re ESY violations for presentations to their staff 	NDDPI Office of Special Education	<ul style="list-style-type: none"> • PowerPoint slides sent to directors. 	Completed by August 12, 2016	August 5, 2016
<p>3. In order to correct areas of non-compliance with ESY, professional development training and resources will be increased.</p>	<ul style="list-style-type: none"> • Develop link on the NDDPI website for professional development activities: 'Training and Technical Assistance' 	NDDPI Office of Special Education	<ul style="list-style-type: none"> • Training and Technical Assistance link: https://www.nd.gov/dpi/SchoolStaff/SpecialEd/TrainingandTechnicalAssistance/ 	Completed by August 12, 2016	August 12, 2016

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<p>4. In an effort to increase IDEA procedural compliance, Special Education Units will have a process to ensure that all Unit and local level special education staff receive ESY training.</p>	<ul style="list-style-type: none"> • Develop Frequently Asked Questions resource for the topic ESY on the NDDPI website • Provide the Unit Directors template for Professional Training Plan. • Develop ESY Training Module. • Directors will develop and submit a Professional Training Plan to NDDPI that specifies how unit and LEA special education staff will receive ESY training. 	<p>NDDPI Office of Special Education</p> <p>NDDPI Office of Special Education</p> <p>NDDPI Office of Special Education</p> <p>Unit Special Education Directors</p>	<ul style="list-style-type: none"> • ESY FAQ on DPI website. • Professional Training Plan Packets sent to Directors and Superintendents. • ESY Training Module on NDDPI website under 'Training and Technical Assistance' link. • NDDPI has received and approved all unit Professional Training Plans. 	<p>Completed by September 19, 2016</p> <p>Completed by August 12, 2016</p> <p>Completed by September 30, 2016</p> <p>Completed by November 18, 2016</p>	<p>September 12, 2016</p> <p>August 9, 2016</p> <p>September 23, 2016</p> <p>November 18, 2016</p>
<p>5. In order to direct internal training needs related to ESY, the Units will complete a self-assessment.</p>	<ul style="list-style-type: none"> • NDDPI will develop a self-assessment tool kit for Unit Directors. • NDDPI will provide Unit Directors with the self-assessment toolkit. • Directors will complete a self-assessment and student file review. 	<p>NDDPI Office of Special Education</p> <p>NDDPI Office of Special Education</p> <p>Unit Special Education Directors</p>	<ul style="list-style-type: none"> • Self-assessment tool created for directors. • Self-assessment tool provided to directors. • NDDPI has received summaries from all units. 	<p>Completed by September 13, 2016</p> <p>Completed by January 15, 2017</p> <p>Completed by April 1, 2017</p>	<p>September 13, 2016</p> <p>January 5, 2017</p> <p>April 1, 2017</p>
<p>PROCEDURAL SAFEGUARDS- PRIOR NOTICE REGULATION REFERENCE: <u><i>§300.500-300.536 Procedural safeguards, specifically §300.503 Prior notice by public agency and parent consent</i></u></p>					

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1. In order to address the 2015-16 Systemic Complaint for understanding purposes and rationale for future actions, all local Special Education Unit Directors will receive an overview that includes the background, investigation process, report and corrective actions from the Systemic Complaint.	<ul style="list-style-type: none"> At the June Leadership Conference NDDPI will present an overview of Systemic Complaint to the Unit Directors. From the presentation, Directors to address the Complaint in guided group discussions, prioritize areas of violation and local need, and identify training methods to reach all special ed. staff and district administration. 	<p>NDDPI Office of Special Education</p> <p>NDDPI Office of Special Education and Unit Special Education Directors</p>	<ul style="list-style-type: none"> Conference sign in sheet Feedback notes 	Completed by July 1, 2016	July 1, 2016
2. In order to correct areas of non-compliance with regard to Prior Written Notice (PWN) in the Complaint, specific violations and direction for accurate procedures will be presented to Unit Directors.	<ul style="list-style-type: none"> Provide Directors training slides specific to Complaint re PWN violations for presentations to their staff. 	NDDPI Office of Special Education	<ul style="list-style-type: none"> Power point slides sent to directors. 	Completed by August 12, 2016	August 5, 2016
3. In order to correct areas of non-compliance with PWN, professional development training and resources will be increased.	<ul style="list-style-type: none"> Develop link on the NDDPI website for professional development activities: 'Training and Technical Assistance' 	NDDPI Office of Special Education	<ul style="list-style-type: none"> Training and Technical Assistance link: https://www.nd.gov/dpi/SchoolStaff/SpecialEd/TrainingandTechnicalAssistance/ 	Completed by August 12, 2016	August 12, 2016
4. In an effort to increase IDEA procedural compliance, Special Education Units will have a process to ensure that all Unit and local level special education staff receive training specific to PWN.	<ul style="list-style-type: none"> Provide the Unit Directors template for Professional Training Plan. Develop PWN Training Module. Directors will develop and submit a Professional Training Plan to NDDPI that specifies how unit and LEA special education staff will receive training on PWN. 	<p>NDDPI Office of Special Education</p> <p>NDDPI Office of Special Education</p> <p>Unit Special Education Directors</p>	<ul style="list-style-type: none"> Professional Training Plan Packets sent to Directors and Superintendents. PWN Training Module on NDDPI website under 'Training and Technical Assistance' link. NDDPI has received and approved all unit Professional Training Plans. 	<p>Completed by August 12, 2016</p> <p>Completed by September 30, 2016</p> <p>Completed by November 18, 2016</p>	<p>August 9, 2016</p> <p>September 28, 2016</p> <p>November 18, 2016</p>
5. In order to direct internal training needs related to PWN,	<ul style="list-style-type: none"> NDDPI will develop a self-assessment toolkit for Special Education Directors. 	NDDPI Office of Special Education	<ul style="list-style-type: none"> Self-assessment tool created for directors. 	Completed by September 13, 2016	September 13, 2016

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the Units will complete a self-assessment.	<ul style="list-style-type: none"> • NDDPI will provide the Special Education Directors with the self-assessment toolkit. • Directors will complete a self-assessment and student file review. 	<p>NDDPI Office of Special Education</p> <p>Unit Special Education Directors</p>	<ul style="list-style-type: none"> • Self-assessment tool provided to directors. • NDDPI has received summaries from all units 	<p>Completed by January 15, 2017</p> <p>Completed by April 1, 2017</p>	<p>January 5, 2017</p> <p>April 1, 2017</p>
<p>PROCEDURAL SAFEGUARDS- Independent Educational Evaluation</p> <p>REGULATION REFERENCE: <i><u>§300.500-300.536 Procedural safeguards, specifically §300.502 Independent educational evaluation</u></i></p> <p>1. In order to address the 2015-16 Systemic Complaint for understanding purposes and rationale for future actions, all local Special Education Unit Directors will receive an overview that includes the background, investigation process, report and corrective actions from the Systemic Complaint.</p>	<ul style="list-style-type: none"> • At the June Leadership Conference NDDPI will present an overview of Systemic Complaint to the Unit Directors. • From the presentation, Directors to address the Complaint in guided group discussions, prioritize areas of violation and local need, and identify training methods to reach all special ed. staff and district administration. 	<p>NDDPI Office of Special Education</p> <p>NDDPI Office of Special Education and Unit Special Education Directors</p>	<ul style="list-style-type: none"> • Conference sign in sheet • Feedback notes 	<p>Completed by July 1, 2016</p>	<p>July 1, 2016</p>
<p>2. In order to correct areas of non-compliance with regard to Independent Educational Evaluation (IEE) in the Complaint, specific violations and direction for accurate procedures will be presented to Unit Directors.</p>	<ul style="list-style-type: none"> • Provide Directors training slides specific to Complaint re IEE violations for presentations to their staff. 	<p>NDDPI Office of Special Education</p>	<ul style="list-style-type: none"> • Power point slides sent to directors. 	<p>Completed by August 12, 2016</p>	<p>August 5, 2016</p>
<p>3. In order to correct areas of non-compliance with IEE, professional development training and resources will be increased.</p>	<ul style="list-style-type: none"> • Develop link on the NDDPI website for professional development activities: 'Training and Technical Assistance' 	<p>NDDPI Office of Special Education</p>	<ul style="list-style-type: none"> • Training and Technical Assistance link: https://www.nd.gov/dpi/SchoolStaff/SpecialEd/TrainingandTechnicalAssistance/ 	<p>Completed by August 12, 2016</p>	<p>August 12, 2016</p>

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	<ul style="list-style-type: none"> Develop Frequently Asked Questions resource for the topic IEE on the NDDPI website 	NDDPI Office of Special Education	<ul style="list-style-type: none"> IEE FAQ on the DPI web 	Completed by September 19, 2016	September 12, 2016
<p>4. In an effort to increase IDEA procedural compliance, Special Education Units will have a process to ensure that all Unit and local level special education staff receive training specific to IEE.</p>	<ul style="list-style-type: none"> Provide the Unit Directors template for Professional Training Plan. Develop IEE Training Module. Directors will develop and submit a Professional Training Plan to NDDPI that specifies how unit and LEA special education staff will receive training on IEE. 	<p>NDDPI Office of Special Education</p> <p>NDDPI Office of Special Education</p> <p>Unit Special Education Directors</p>	<ul style="list-style-type: none"> Professional Training Plan Packets sent to Directors and Superintendents. IEE Training Module on NDDPI website under 'Training and Technical Assistance' link. NDDPI has received and approved all unit Professional Training Plans. 	<p>Completed by August 12, 2016</p> <p>Completed by September 30, 2016</p> <p>Completed by November 18, 2016</p>	<p>August 9, 2016</p> <p>September 23, 2016</p> <p>November 18, 2016</p>
<p>5. In order to direct internal training needs related to IEE, the Units will complete a self-assessment.</p>	<ul style="list-style-type: none"> NDDPI will develop a self-assessment tool for Special Education Directors. NDDPI will provide Unit Directors with the self-assessment tool. Directors will complete a self-assessment and student file review. 	<p>NDDPI Office of Special Education</p> <p>NDDPI Office of Special Education</p> <p>Unit Special Education Directors</p>	<ul style="list-style-type: none"> Self-assessment tool created for directors. Self-assessment tool provided to directors. NDDPI has received summaries from all units 	<p>Completed by September 13, 2016</p> <p>Completed by January 15, 2017</p> <p>Completed by April 1, 2017</p>	<p>September 13, 2016</p> <p>January 5, 2017</p> <p>April 1, 2017</p>