

**Student Services
Program Improvement Plan**

Goal #1: Create a school climate that promotes inclusion and student responsibility.

Focus#1: Create and environment that promotes inclusion and the expectation of excellence at all ability levels.

Implementation Activities	Person Responsible	Timeline	Outcomes	Barriers or Resources Needed
Continued in-service training and monitoring of new 504 procedures to ensure that all building 504 teams appropriately identify and support students requiring a 504 plan	Director of Student Services, Student Services Administrative Assistant, Counselors, Psychologist, Building Administration	6.09	Students with disabilities and needing accommodations have an opportunity to perform at their best within the general education curriculum. Accurate District records of 504 plans and identification procedures that are aligned with VISD policy.	In-service time for 504 team members. Extra time at start up for 504 coordinators to review and reorganize 504 cases.
Continued in-service training and consultation for general education teachers on strategies for instruction and inclusion of English Language Learners (ELL). Continued Latino Family support by the Readiness to Learn Family Advocate.	ELL teacher Director of Student Services	6.09	ELL students will be more successful in the general education classroom setting.	Time for scheduling of in-service training. Funding to pay presenters..
In-service training on Brigance Inventory of Basic Skills and it's data tracking system for LAP, Title I, Early Intervention programs, and Special Education teachers.	Director of Student Services, Title I teacher, LAP Instructor, Early Intervention Instructor, Special Education Teachers	11/08	Insure that students with the greatest need receive targeted services, that curriculum and assessment data meets appropriate standards of effectiveness, and instructional decisions on based on standardized assessment data, increased student progress to GLEs.	Time for training and monitoring of implementation.

Implementation Activities	Person Responsible	Timeline	Outcomes	Barriers or Resources Needed
Support and increase collaborative efforts between school, community and parents to address issues related to Healthy Youth Survey results	Director of Student Services, Prevention Intervention Specialist, VYFS, VIPIT, PTSA	ongoing	Reduction in “risk factors” and greater school involvement and success for students.	Funding for PI staff and prevention activities

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Goal #2: Provide appropriately challenging curriculum for all students and an expectation of excellence.

Focus #1: Improve student’s performance in regular education curriculum and on standardized assessments.

Implementation Activities	Person Responsible	Timeline	Outcomes	Barriers or Resources Needed
Expand transition activities for secondary Special Education students to include increased on-campus and community job experiences, vocational training opportunities, vocational assessment and career exploration.	Director of Student Services, IEP teachers, K12 Ventures, Transition Coordinator	ongoing	Continuum of service providing positive post school outcomes for Special Education students	Funding for staff providing job site supervision, on-going teacher training in transition activities, funding for transportation to training sites/ skill centers/ community college programs
Purchase and staff training on research-based intervention curriculums for special needs students in Reading, Writing and Math that aligns with District curriculum adoptions.	Director of Student Services, Curriculum Director, Special Education staff	ongoing	Curriculum and assessments that align with GLEs, general education curriculum, and IDEA requirements. Consistency across Special Education, general education, and grade levels.	Funds for purchase of curriculum, time and funds for training.

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Goal# 3: Promote and enhance positive relationships with students, home and community.

Focus #1: Maintain positive communications with parents and families of special needs children and continue to develop positive relationships with community agencies.

Implementation Activities	Person Responsible	Timeline	Outcomes	Barriers or Resources Needed
Continued partnership with VYFS and VIPIT to support prevention activities at school, home and in the community	Director of Student Services, PI grant supervisor	Ongoing	Decrease in “risk factor” as measured on Health Youth Survey. Increased success for students “at-risk”.	Time for collaboration and implementation of activities.
Improve communication with parents by expanding the Student Services page on the District’s web site to include links to resources, legislation update, and Student Services activities. Schedule parent meetings for collaboration, input and information sharing.	Director of Student Services, Technology Department	Ongoing	Improved communication and collaboration with parents. Positive parent support for programs.	Support from technology department.
Create a Parent Advisory Committee for Special Education.	Superintendent, Director of Student Services	6.09	Increased parent input and participation in Special Education Programs	Time for meeting, planning, and activities.
Implement parent involvement through surveys and site counsel for Tier II programs at the secondary level.	Director of Student Services Building Administrators Tier II teachers	11/08	Increase parent input and participation in Tier II programs	

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Goal #4: Promote effective instructional leadership and professional development toward improved student achievement

Focus #1: Special Education compliance procedures.

Implementation Activities	Person Responsible	Timeline	Outcomes	Barriers or Resources Needed
Implementation and training on ECON IEP form	Director of Student Services, IEP case managers	Ongoing	Improve procedural compliance in IEPs and Evaluations. Provide a more user friendly program for SPED staff.	Time for staff training and tech support as staff becomes familiar with the program.
Regularly scheduled meetings with SPED staff in each building and by service area to review case management issues, procedural compliance and service delivery options.	Director of Student Services	Ongoing	Special Education students receive the most appropriate service in the least restrictive environment.	NA
Monthly compliance reports sent to Special Education staff and building administrators documenting IEP and evaluation due dates and the previous month's completion data.	Student Services Administrative Assistant	Ongoing/ monthly	Improved compliance and increased state and federal reimbursements.	NA
Revision of Vashon School district's Procedural Manual to incorporate the latest state and federal regulations and VISD board policy	Director of Student Services, Special Education Staff	9.09	Standardized procedures across the District. Improved compliance with IDEA regulations.	Monetary resources for printing revised manual, extra staff time for writing, and staff training.

Implementation Activities	Person Responsible	Timeline	Outcomes	Barriers or Resources Needed
Implement 6 year program improvement plan developed in response to feedback from 06-07 Special Education focus monitoring.	Director of Student Services, Student Services Administrative Assistant, Special Education Staff	ongoing	Improved Special Education performance on the state's performance indicators.	Time and money for training activities and purchase of program support materials.