

Oakland Unified School District
Programs for Exceptional Children (PEC)
2013-2014 Special Education Workplan (Framework) Update
Strategic Planning Process

The PEC Strategic Planning Process for 2013-2014 targets five areas as outlined during the presentation to the OUSD Board of Education in June 2013. The strategic planning process is in response to community input and the special education review completed by Strategies of Success consultant, Dr. Marilyn Shepherd. A substantive community listening campaign surfaced a multitude of challenges that were codified in a report facilitated by Raquel Jimenez from Family, Schools & Community Partnerships (FCSP) and consultant, Joan Hepperly. The two processes complemented each other and surfaced the following focus areas:

FOCUS AREAS FOR WORK GROUPS

1. Core/Specialty Curriculum, PEC professional learning, teacher leadership
2. District and SELPA policies, procedures, protocols, data management, two-way communication, stakeholder engagement, accountability
3. Fiscal management: classroom/site supports, curriculum/staff support
4. Special education program design, placement/locations and facility requirements
5. Human Resources issues: recruitment, placement, succession planning, evaluation protocols, accountability

SPECIAL EDUCATION STRATEGIC PLAN STEERING COMMITTEE

A Special Education Strategic Planning Steering Committee to guide the development of the Special Education Strategic Plan will include the following key OUSD leaders:

- Deputy Superintendent of Instruction, Leadership & Equity-in-Action Maria Santos,
- Deputy Superintendent of Business & Operations Vernon Hall,
- Associate Superintendent Sheilagh Andujar, Programs for Exceptional Children
- Associate Superintendent Curtiss Sarikey, Family, Schools & Community Partnerships
- Associate Superintendent Brigitte Marshall, Human Resources & Support Services
- Associate Superintendent, Kyla Johnson, Leadership, Curriculum & Instruction
- Executive Director Jean Wing, Quality, Accountability and Analytics
- Coordinator Anne Okahara, Quality, Accountability and Analytics
- Coordinator SELPA, Programs for Exceptional Children
- Advisory-Consultant, Marilyn Shepherd
- Advisory-Consultant, Joan Hepperly

STEERING COMMITTEE MEETINGS

- Weekly on Wednesdays from 11-12:30 beginning on Wednesday, September 4th to December 18th for a total of 15 meetings.
- At the December Steering Committee meetings, the committee will review the progress of the workgroups and make any adjustments to the workgroup and focus group schedule for the spring.

PEC STRATEGIC PLANNING WORKGROUP STRUCTURE

1. There will be one workgroup for each of the five focus areas. The workgroups may establish sub workgroups as needed to further focus the work.
2. Two District staff members will be designated to Co-chair each of the workgroups.
3. One Co-chair will be from PEC and the other Co-chair will be designated by the Steering Committee as appropriate for each workgroup.
4. Each of the workgroups will meet at least once every other week beginning the week of September 9th through the week of December 16th for a total of at least 8-10 workgroup sessions.
5. The co-chairs of each of the workgroups along with input from the Steering Committee will identify key stakeholders to invite to participate in their focus area workgroup. Invited participants will include teachers, para-professionals, PEC leadership and department staff, site and district administrators, district special education consultants, Community Advisory Committee members, parents, and community partners such as Alameda County Mental Health. Teachers and Para-Professionals who participate in the process will receive a stipend for participating in all four of the Strategic Planning sessions.
6. OEA, SEIU and AFSCME will be invited to identify 2-3 representatives to participate on each of the workgroups.
7. CAC will be invited to identify 2-3 representatives to participate on each of the workgroups.

FOCUS GROUPS

1. Members of the community will be invited to participate in bi-weekly Focus Groups to give specific feedback to the work being completed by the five workgroups. Superintendent Gary Yee and/or Deputy Superintendent Maria Santos and Associate Superintendent Sheilagh Andujar will invite OUSD personnel and community partners to participate on the Special Education Focus Groups. Participants to include: teachers, para-professionals, PEC leadership and department staff, site and district administrators, OEA, SEIU and AFSCME representatives, district special education consultants, Community Advisory Committee members, parents, and community partners such as Alameda County Mental Health. Teachers and Para-Professionals who participate in the process will receive a stipend for participating in each of the Focus Groups.
2. The Focus Groups will give feedback based on each workgroups prior workgroup report.
3. The co-chairs will review the feedback and input from the Focus Groups and develop the agenda and work plan for the subsequent workgroup session.
4. Focus Group participants will be asked to select a focus area to actively engage in providing feedback and input.
5. Focus Groups will meet individually to give input and feedback bi-weekly to each of the workgroups. during each of the workgroup sessions to give feedback and input on the work completed from the prior
6. The individual Focus Groups will report out to the entire Strategic Planning Team at each session and solicit additional input from the Team.

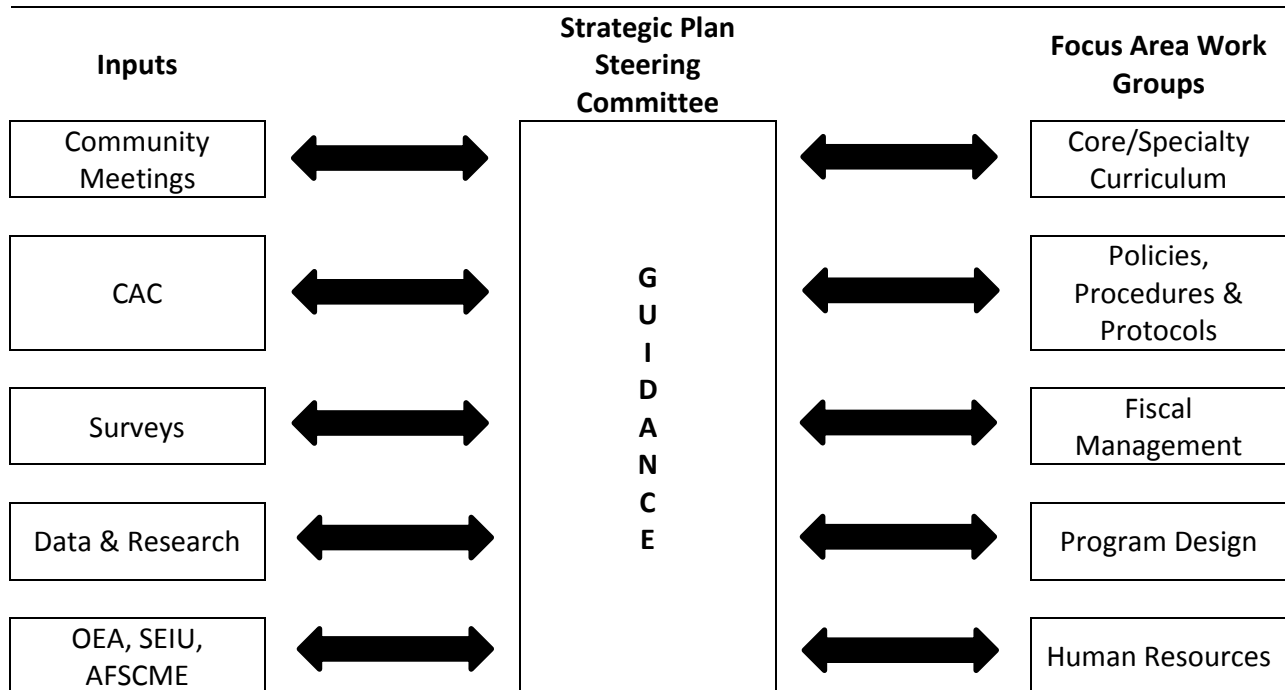
7. Throughout the process the Strategic Planning Team will be gathering information from OUSD staff and parents utilizing a variety of methods including but limited to community meetings and surveys.

INFORMATION REVIEW

The Strategic Planning Team will review and include various information sources in developing the plan including:

- PEC department data
- Student achievement data
- OUSD department data
- OUSD employee input
- OUSD employee representative groups (OEA, SEIU, AFSCME)
- Parent input
- CAC input
- Community partner input
- Research articles and data
- California school district comparative data
- Stakeholder surveys developed as needed
- Other relevant data sources

STRUCTURE FOR PLAN DEVELOPMENT



TIMELINE

August

- Thursday, August 23 – Send invitation to Steering Committee Members for September and subsequent meetings
- By August 23 – Identify the Co-Chairs for each of the Strategic Plan Workgroups
- Wednesday, August 28-Present PEC Strategic Planning process to OUSD Board of Education
- By August 31 – Invite participants identified with expertise to participate on the workgroups and send invitations to include 2-3 members identified by OEA, SEIU, AFSCME, PAC, CAC and other stakeholders as appropriate.
- By August 31 – Present SPED Strategic planning process to OUSD Administration, PAC, CAC and OEA
- By August 31, send invitation letter for stakeholder participation on the Focus Groups

(TENTATIVE) Special Education Steering Committee Meetings September – December 11:00 am-12:30 pm

Wednesday, September 4

Wednesday, September 11

Wednesday, September 18

Wednesday, September 25

Wednesday, October 2

Wednesday, October 9

Wednesday, October 16

Wednesday, October 23

Wednesday, October 30

Wednesday, November 6

Wednesday, November 13

Wednesday, November 20

Wednesday, December 4

Wednesday, December 11 (determine any revision to future work and timelines)

Wednesday, December 18 (determine any revisions to future work and timelines)

(TENTATIVE) Special Education Strategic Plan Workgroups and Focus Groups September – December

Thursday, September 12 – Workgroups

Thursday, September 29 – Workgroups and Focus Groups

Thursday, October 10 – Workgroups and Focus Groups

Thursday, October 24 – Workgroups and Focus Groups

Thursday, November 7 – Workgroups and Focus Groups

Thursday, November 21 – Workgroups and Focus Groups

Thursday, December 5 – Workgroups and Focus Groups

Thursday, December 19 – Workgroups

October

Last Board Meeting in October-Provide progress update to the OUSD Board of Education

January 2014

Conduct OUSD Board Study Session regarding PEC Strategic Planning Team report and recommendations

January – March

Reconvene Special Education Strategic Plan Workgroups to review additional constituency input and revise the report

March

Conduct OUSD Board Study Session regarding PEC Strategic Planning Team report revisions

June

Last Board Meeting in June – Present final PEC Strategic Plan to OUSD Board of Education for approval