

Office of State Budget and Management
Establish New, Receipt-Supported Positions
(G.S. 143-34.1)

Agency: Department of Public Instruction

Division: Exceptional Children Division

Budget Code: 13510

Center Title: Leadership Development and Special Services
Area

Center Number: 1200

***** Position Information *****

Proposed Classification: Education Program Administrator I **Proposed Salary Grade:** 77

Salary Range: \$41,190 - \$68,431

Proposed Effective Date: 04 / 01/04

Number of Positions: 1

	<u>Center Authorized Budget</u> <u>As of 1/31/04</u>	<u>Current Request</u>
Total Budget	\$38,823,168	\$77,103
Receipts	<u>34,836,403</u>	<u>77,103</u>
Appropriation	\$ 3,986,765	\$ 0

Funding Source(s): Federal Grant - Individuals with Disabilities Act (IDEA Part B, 611)

Justification for Position (including description of duties and responsibilities):

This position is being established to ensure that the state education agency fulfills its responsibility required under the Individuals with Disabilities Education Act and state law to investigate and resolve complaints filed by parents against a local education agency, charter school, state operated program or Department of Public Instruction. Letters of finding must be issued based on findings of fact and conclusions of law. In order to accomplish this, the Exceptional Children Division is required to employ personnel to be responsible for managing formal written and informal complaints, facilitating the state advisory panel and other related activities. The establishment of charter schools in North Carolina has increased to number of school systems serving children with disabilities.

Statutory Reference for Request

20 U.S.C. Chapter 33, § 1415 on Procedural Safeguards
in the IDEA 34 C.F.R. § 300.507

Presentation to be made by

Title

Agency Head Signature

State Budget Officer Signature

Office of State Budget and Management
Establish New, Receipt-Supported Positions
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Division: Exceptional Children Division

Budget Code: 13510

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Area

Center Number: 1200

***** Position Information *****

Proposed Classification: Program Assistant V **Proposed Salary Grade:** 61

Salary Range: \$21,219 - \$33,562

Proposed Effective Date: 04/01/04

Number of Positions: 1

	<u>Center Authorized Budget</u> <u>As of 1/31/04</u>	<u>Current Request</u>
Total Budget	\$38,823,168	\$33,730
Receipts	<u>34,836,403</u>	<u>33,730</u>
Appropriation	\$ 3,986,765	\$ 0

Funding Source(s): Federal Grant - Individuals with Disabilities Act (IDEA Part B, 611)

Justification for Position (including description of duties and responsibilities):

This position is being established to assist the Parent Complaint Consultants with activities surrounding the implementation of the responsibilities required under the Individuals with Disabilities Education Act and state law to investigate and resolve complaints filed by parents against a local education agency, charter school, state operated program or Department of Public Instruction. This position will be responsible for secretarial support

Statutory Reference for Request

20 U.S.C. Chapter 33, § 1415 on Procedural Safeguards

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Salary Range: \$41,190 - \$68,431

Proposed Effective Date: 04/ 01/04

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	<u>Center Authorized Budget</u> <u>As if 1/31/04</u>	<u>Current Request</u>
Total Budget	\$38,823,168	\$77,103
Receipts	<u>34,836,403</u>	<u>77,103</u>
Appropriation	\$ 3,986,765	\$ 0

Funding Source(s): Federal Grant – Individuals with Disabilities Act (IDEA Part B, 611)

Justification for Position (including description of duties and responsibilities):

This position is being established to provide services to 21 local education agencies for the education of children with disabilities. The Individuals with Disabilities Act (IDEA) and Article 9, North Carolina Public School Laws, require that children with disabilities be provided a free appropriate public education (FAPE). The services provided by this position will ensure that children with disabilities be provided a FAPE.

There are currently 194,908 preschool and school age children with disabilities in North Carolina, all of who are entitled to a FAPE. In order to respond to the needs of these children, LEAs and state operated programs must have a source to which they can turn for quick response, particularly on a regional level when DPI staff is not available. Historically, services delivered at a regional level have provided an effective, expeditious adjunct to services from the state level. One of the thrusts of the ABC Plan is local flexibility. Regional services will enhance the site based decision process and the local autonomy of LEAs.

See attachment

Statutory Reference for Request
20 U.S.C. Chapter 33, § 1415 on Procedural Safeguards
in IDEA 34 C.F.R. § 300.507

Presentation to be made by

Agency Head Signature

Title

State Budget Officer Signature

Raleigh Regional Position

- A. Provide professional services to selected Local Education Agencies (LEAs) and the Exceptional Children Division of the State Board of Education (SBE), Department of Public Instruction (DPI), compliance/monitoring and parent complaint follow-up for children with disabilities in the areas of educational and related services (free appropriate public education {FAPE}).
- B. Provide assistance to selected LEAs and the Exceptional Children Division in matters of special education through services in compliance/parent complaint follow-up, program planning, development, management and evaluation, and by fulfilling the following duties:
 - 1. Provide LEAs with assistance for corrective action plan (CAP) activities following a monitoring visit or the investigation of a formal complaint or due process hearing, and ensure implementation of such CAPs.
 - 2. Keep current with state and federal rules, regulations and laws.
 - 3. Keep abreast of current trends in special education and make LEAs aware of such changes and trends.
 - 4. Interact with educators, as well as professionals from other disciplines that function routinely or periodically to provide services for children with disabilities.
 - 5. Coordinate interaction and communication between higher education institutions and the LEAs.
 - 6. Plan and conduct regional EC Directors' meetings on a regular basis.
 - 7. Review, recommend for approval, and provide ongoing technical assistance for Federal VI-B project/funding applications.
 - 8. Provide mediation services between LEAs and parents either directly or indirectly.
 - 9. Serve as liaison between LEAs and regional, state and national level programmatic resources.
 - 10. Provide leadership in the use of new methodology in regular and special education.
 - 11. Provide staff development and technical assistance in any of the above areas as requested by the LEAs through on-site visits, telecommunication and conferencing in any of the above areas.
- C. Provide assistance statewide and to the Exceptional Children Division in matters of special education through state level activities by fulfilling the following duties:
 - 1. Plan and conduct the state level EC Directors Institutes for Competencies and Licensure for new LEA directors.
 - 2. Plan and conduct the annual statewide EC Directors' Institute.
 - 3. Plan, conduct and continually update statewide Individualized Education Program (IEP) training in accordance with state and federal regulations, with emphasis on the implementation of least restrictive environment and transition.
 - 4. Review state procedures, questions/answers, documents and forms regarding special education regulations and processes, recommending updates/revisions as needed.