Wayne State University
College of Education

Division: Administrative and Organizational Studies
Course Title & Number: Administration & Supervision of Special Education-EDA 7800
Term/Year: Fall, 2016
Credit Hours: 4
Instructor: Nadine M. Milostan, Ed.S. aj5940@wayne.edu
Off-campus Office Address: 501 N. Cass Lake Road, Waterford, Michigan 48327
Office Hours: By appointment
The best way to contact instructor is through E-mail: – Instructor will make every attempt to respond within 48 hours.

Course Location: Online through Blackboard Collaborate
Class Hours/Day: 6:00 PM until 8:00 PM
Five (5) Virtual/ Blackboard Collaborate Class Sessions will take place during the course of the semester

Date Range of Class: 8/31/16 – 12/07/16
Contact Information: (248) 227-3324
Text: Revised Administrative Rules for Special Education – Oct., 2013

Course Description
This course will focus on professional problems; standards and procedures; references to history, development, philosophy, legal provisions, rules and regulations; major developments and trends at federal, state and local levels; services to other organizations and agencies. This course will also focus on the practical day-to-day problems that administrators and “would be” administrators within the class are currently facing.

Course Outcomes & Competencies
Students will:

1. Gain knowledge of the historical as well as the contemporary development of Special Education Administration.
2. Demonstrate knowledge of the differences between Federal and State special education legislation.
3. Develop the ability to administer special education programs with a greater understanding of the law and its requirements.
4. Demonstrate understanding of the educational legal rights of children and adolescents with impairments, their parents, teachers and school districts in the delivery of special education programs and services.
5. Develop an awareness and competence level in locating sources and resources in Special Education Administration.
6. Engage in opportunities throughout the course will provide for small and large group discussion, case analyses, role play playing and lecture.
7. Students will be exposed to cooperate learning whereby team projects will be created.
Plagiarism:
Plagiarism includes copying material (any more than 5 consecutive words) from outside texts or presenting outside information as if it were your own by not crediting authors through citations. It can be deliberate or unintended. If you’re in doubt about the use of a source, cite it. Students caught plagiarizing information from other sources will receive a failing grade in the course. University policy states that students can be subject to multiple sanctions, from reprimand to expulsion as a consequence of academic dishonesty. To enforce this policy, all outside references must be submitted with assignments.

Course Attendance and Participation Policy (100 total points)
Student attendance will influence the final grade for this course. Participation in each of the Five (5) Blackboard Collaborate online sessions is mandatory for the successful completion of this class. Each session is worth 20 points for a total of 100 points for the semester. Students will need to be prepared to discuss topics in class.

Course Assignments and Class Schedule: (The instructor reserves the right to change the dates)

<table>
<thead>
<tr>
<th>Week of</th>
<th>Assignment &amp; Presentation Schedule</th>
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<tbody>
<tr>
<td>8/31/16</td>
<td>No Face to Face Class Session This Week</td>
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<tr>
<td></td>
<td>Introduction Forum Assignment-Due on 9/3/16 by 11:00 PM</td>
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<td></td>
<td>Journal Assignment # 1: Due on 9/3/16 by 11:00 PM</td>
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<td>IDEA Parts B &amp; C Overview or Review-You Decide</td>
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<td>Special Education &amp; the MI-School data site say about our data?</td>
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<td>9/7/16</td>
<td>Blackboard Collaborate Class Session # 1-Begins Promptly at 6:00 PM</td>
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<td>Course Overview, Syllabus Review, Expectations and Grading</td>
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<td>Levels of Authority (From the local to the state to the feds)</td>
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<td>Every Student Succeed Act (ESSA)-Ready or not…?</td>
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<td>9/14/16</td>
<td>No Face to Face Class Session This Week</td>
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<td>Reflection Paper # 1: Due tonight (9/14/16) by 11:00 PM</td>
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<td>“Preventing Bullying” (article) by: Linda Lumsden</td>
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<td>Assignment: OCR-Dear Colleagues Letter; October 26, 2014</td>
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<td>Pamela Settlegoode vrs. Portland Public Schools</td>
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<td>Case Study: Doe versus Withers</td>
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<td>9/21/16</td>
<td>Blackboard Collaborate Class Session # 2-Begins Promptly at 6:00 PM</td>
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<td>Journal Assignment # 2: Due tonight (9/21/16) by 6:00 PM</td>
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<td>Setting the Legal Stage: Rule 340.1702-Class Discussion</td>
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<td>Hot Topic: Child Find Obligations-Do’s &amp; Don’ts</td>
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<tr>
<td>9/28/16</td>
<td>No Face to Face Class Session This Week</td>
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<td>Reflection Paper # 2: Due tonight (9/28/16) by 11:00 PM</td>
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<td>Hot Topics in Special Education</td>
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<td>Medication in the School Setting</td>
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<td>1:1 Paraprofessionals</td>
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<td>Service Animals</td>
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10/5/16  No Face To Face Class Session This Class Week
Journal Assignment # 3: Due tonight (10/5/16) by 11:00 PM
Parents vs. School Districts, Human Dynamics and the Legal Process
IEP Team Disasters: Most Common Mistakes that Lead to Requests for Due Process Hearings
Complaints/Mediation/Reconciliation Sessions
Revised Administrative Rules for Special Education – (Part Eight)

10/12/16  Blackboard Collaborate Class Session # 3-Begins Promptly at 6:00 PM
Journal Assignment # 4 Due tonight (10/12/16) by 6:00 PM
Working With Your Superintendent
What is the Role of a Special Education Administrator?

10/19/16  No Face To Face Class Session This Week
Reflection Paper # 3 Due tonight (10/19/16) by 11:00 PM
Section 504 versus IDEA
What Is Title IX and Why Is It Such A Big Deal?

10/26/16  No Face To Face Class Session This Week
Journal Assignment # 5: Due tonight (10/26/16) by 11:00 PM
IDEA and the Juvenile Justice System

11/2/16  Blackboard Collaborate Class Session # 4: Begins Promptly at 6:00 PM
Considerations in Student Discipline Procedures
IDEA -2004 and the Manifestation Determination Process
Honig, California Superintendent of Public Instruction v. DOE

11/9/16  No Face to Face Class Session This Week
Reflection Paper # 4: Due tonight (11/9/16) by 11:00 PM
The State Special Education Performance Plan
CIMS 2 & Significant Disproportionality

11/16/16  No Face To Face Class Session This Week
Journal Assignment # 6: Due tonight (11/16/16) by 11:00 PM
Special Education Personnel Requirements & Teacher Shortages

11/23/16  No Face to Face Session This Week
ISD Assignment Due tonight (11/23/16) by 11:00 PM

11/30/16  No Face to Face Session This Week
Evaluation Do’s & Don’ts

12/7/16  Blackboard Collaborate Class Session #5: Begins Promptly at 6:00 PM
Topic: TBD
Six Journal Assignments (30 points each: 180 points total)
During the course semester, six online assignments will be provided. The purpose of each assignment is to engage the student in topics that are an extension of the course beyond the course meeting time. All assignments must be submitted through Blackboard by their due date.

Four Reflection Papers (25 points each: 100 total points)
Four Reflection papers will be due during the duration of the course. The purpose of each reflection paper is to focus the student's attention on what the student considered important as it relates to personal growth and knowledge. Each reflection paper is to be a minimum of one type written page in length. Each reflection paper must include a clear and concise topic sentence. The remainder of the paper should expand on the topic sentence.

One Online Introductory Class Forum (20 points total)
One Online Introductory Forum will be required this semester. Participation within this Forum will be graded on the following criteria:
- Thoughtfulness and the completeness of each of the two required posts that are replied to throughout the Forum.
- Proper grammar and writing.
- On-time submissions that have meaningful content.
- Demonstrated interest through the submitted post content and length.

Attend one Intermediate School District-level meeting for administrators of special education (100 total points)
Each student is to write a five page report which includes the agenda that was discussed; an analysis of the most controversial topics that were discussed; and the reaction of the student to the overall meeting climate. Accessing this meeting will be addressed in class. This assignment is due no later than the November 23, 2016.

Evaluation and Grading System
The instructor has the sole and final judgment of the grading. Grades will be calculated based on the percentage of points earned.

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<tr>
<th>Grade</th>
<th>Percentage</th>
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<tr>
<td>98-100%</td>
<td>A</td>
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<tr>
<td>97-95%</td>
<td>A-</td>
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<tr>
<td>94-92%</td>
<td>B+</td>
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<td>91-89%</td>
<td>B</td>
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<tr>
<td>88-86</td>
<td>B-</td>
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<tr>
<td>87-85%</td>
<td>C+</td>
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<tr>
<td>84-82%</td>
<td>C</td>
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<tr>
<td>81% &amp; below</td>
<td>F</td>
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Assignment Submission Expectation: It is expected that all assignments be submitted to the instructor by the deadline that has been established. Late assignments will not be accepted. Exceptions will not be made unless the student can demonstrate an extraordinary circumstance. It is at the sole discretion of the instructor to grant the exception.

General Note on Grading:
The College of Education faculty members strive to implement assessment measures that reflect a variety of strategies in order to evaluate student performance in a course. For graduate students B grades will be awarded for satisfactory work that satisfies all course requirements; B+ grades will be awarded for very good work, and A grades will be reserved for outstanding performance.
Blackboard:
Blackboard will be used for course postings, including assignment requirements and class communication. Any changes in the course schedule will be posted on Blackboard and an email will be sent to alert students to these changes. It is important that Blackboard be checked on a regular basis.

Attention Students with Disabilities:
If you have a documented disability that requires accommodations, you will need to register with Student Disability Services (SDS) for coordination of your academic accommodations. The Student Disability Services (SDS) office is located at 1600 David Adamany Undergraduate Library in the Student Academic Success Services department. SDS telephone number is 313-577-1851 or 313-577-3365 (TDD only). Once you have your accommodations in place, I will be glad to meet with you privately to discuss your special needs. Student Disability Services’ mission is to assist the university in creating an accessible community where students with disabilities have an equal opportunity to fully participate in their educational experience at Wayne State University.

Please be aware that a delay in getting SDS accommodation letters for the current semester may hinder the availability or facilitation of those accommodations in a timely manner. Therefore, it is in your best interest to get your accommodation letters as early in the semester as possible.

Religious Observance Policy:
Because of the extraordinary variety of religious affiliations represented in the University student body and staff, the Wayne State University calendar makes no provision for religious holidays. It is University policy, however, to respect the faith and religious obligations of the individual. Students who find that their classes or examinations involve conflicts with their religious observances are expected to notify their instructors well in advance so that alternative arrangements as suitable as possible may be worked out.

Enrollment/Withdrawal Policy
Beginning in Fall 2011, students must add classes no later than the end of the first week of classes. This includes online classes. Students may continue to drop classes (with full tuition cancellation) through the first two weeks of the term.

Students who withdraw from a course after the end of the 4th week of class will receive a grade of WP, WF, or WN.

- WP will be awarded if the student is passing the course (based on work due to date) at the time the withdrawal is requested
- WF will be awarded if the student is failing the course (based on work due to date) at the time the withdrawal is requested
- WN will be awarded if no materials have been submitted, and so there is no basis for a grade.

Students must submit their withdrawal request on-line through Pipeline. The faculty member must approve the withdrawal request before it becomes final, and students should continue to attend class until they receive notification via email that the withdrawal has been approved. Beginning in Fall 2011, the last day to withdraw was determined to be at the end of the 10th full week of classes. The withdrawal date for courses or shorter than the full 15-week terms will be adjusted proportionately.