Wayne State University
College of Education

Division: Administrative and Organizational Studies
Course Title & Number: Administration & Supervision of Special Education-EDA 7800
Term/Year: Fall, 2017
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 Ultra
Class Hours/Day: 6:00 PM until 8:00 PM
Four (4) Virtual/ Blackboard Collaborate Ultra Class Sessions will take place during the course of the semester
Date Range of Class: 9/06/17 – 12/06/17
Contact Information: (248) 227-3324
Text: Revised Administrative Rules for Special Education – Oct., 2015

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 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.

Blackboard:
Blackboard will be used for course Announcements, 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.

Blackboard Collaborate Ultra Class Sessions:
Blackboard Collaborate Ultra is a virtual conferencing system is a way for in-person and synchronous class meetings to take place. The intent of these meetings will be for the course content to be presented, questions by both the student and the Instructor to be posed and answered, and feedback by the Instructor to be sought. Each meeting is mandatory and will be graded. Class Session will take place on the following dates: 9/06/17, 10/4/17, 11/1/17 and 12/6/17. Blackboard Collaborate Ultra meetings will take place virtually. In order to use Blackboard Collaborate Ultra, you must have a computer with a microphone, webcam, and Google Chrome as your internet browser installed on your computer.

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

Week of: Assignment & Presentation Schedule
8/30/17 No Class Session This Week
Complete the Blackboard for Basics for Students Overview
Complete Introduction Forum

9/06/17 Blackboard Collaborate Ultra Class Session # 1-Begins Promptly at 6:00 PM
Course Overview, Syllabus Review, Expectations and Grading
Levels of Authority (From the local to the state to the feds)-Class Discussion
IDEA Parts B & C Overview or Review-You Decide
Special Education & MI-School Data-What does the site say about your data?

9/13/17 No Class Session This Week
Journal Assignment #1: Due tonight by 11:00 PM
Reflection Paper # 1: Due tonight by 11:00 PM
“Preventing Bullying” (article) by: Linda Lumsden Pamela Settlegoode vrs. Portland Public Schools
Case Study: Doe versus Withers

9/20/17 No Class Session This Class Week
What Is Title IX and Why Is It Such a Big Deal?
Setting the Legal Stage: Rule 340.1702

9/27/17 No Class Session This Week
Journal Assignment #2: Due tonight by 11:00 PM
Medication in the School Setting
10/4/17  Blackboard Collaborate Ultra Class Session # 2-Begins Promptly at 6:00 PM
Parents vs. School Districts, Human Dynamics and the Legal Process
Complaints/Mediation/Reconciliation Sessions
Revised Administrative Rules for Special Education – (Part Eight)

10/11/17  No Class Session This Week
Reflection Paper # 2: Due tonight by 11:00 PM
Child Find Obligations-Do's & Don'ts

10/18/17  No Class Session This Week
Journal Assignment # 3: Due tonight by 11:00 PM
Section 504 versus IDEA

10/25/17  No Class Session This Week
Journal Assignment # 4: Due tonight by 11:00 PM
IDEA and the Juvenile Justice System

11/1/17  Blackboard Collaborate Ultra Class Session # 3-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

11/8/17  No Class Session This Week
Reflection Paper # 3: Due tonight by 11:00 PM
The State Special Education Performance Plan
CIMS 2 & Significant Disproportionality

11/15/17  No Class Session This Week
Journal Assignment # 5: Due tonight by 11:00 PM
Special Education Personnel Requirements & Teacher Shortages

11/22/17  No Class Session This Week
Evaluation Do's & Don'ts

11/29/17  No Class Session This Week
Journal Assignment # 6 Due tonight by 11:00 PM
1:1 Paraprofessionals Requests
Service Animal Requests

12/6/17  Blackboard Collaborate Ultra Class Session #4: Begins Promptly at 6:00 PM
Working with Your Superintendent
What is the Role of a Special Education Administrator?
Life's Lessons-Presentation
**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.

**Course Attendance and Participation Policy (100 total points)**
Student attendance will influence the final grade for this course. Participation in each of the Four (4) Blackboard Collaborate online sessions is mandatory for the successful completion of this class. Each session is worth 25 points for a total of 100 points for the semester. Students will need to be prepared to discuss topics in class.

**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.

**Three Reflection Papers (30 points each: 90 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.

**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.

- 98-100% = A
- 97-95% = A-
- 94-92% = B+
- 91-89% = B
- 88-86 = B-
- 87-85% = C+
- 84-82% = C
- 81% & below = F

**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.

**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.
**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.