Oregon Early Intervention/Early Childhood Special Education Program

Oregon Department of Education

**EI/ECSE Contractor Service Area Plan**

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| Service Area: | Contracting Agency: |
| Date Submitted: | Submitted by: |

The Contractor Service Area Plan provides information about your EI/ECSE service area for the next service year.

**A. Designated Contract Coordinator**

The EI/ECSE contract with the Oregon Department of Education specifies that the Contractor will employ or designate a Coordinator whose duties are specified in the contract. The coordinator certifies that all subcontractor plans have been reviewed and approved and that each plan has all required attachments. Please list the EI/ECSE Coordinator for your area:

1. **Interagency Agreements**

Complete the table below regarding interagency agreements and memorandums of understanding with programs and agencies (i.e., Head Start, Preschool Promise, and County Mental Health) and intergovernmental agreements with federally recognized tribes:

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| **Program/Agency** | **Termination Date of Agreement** | **Status of New Agreement**  **(if applicable)** |
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1. **Organizational Structure**

Submit a flowchart of the organizational structure for EI/ECSE in your Service Area, including services in each county and Regional Program services.

1. **Professional Development**

1) Describe your program’s professional development priorities for the coming year. Include training that will be provided to:

a) Increase anti-bias, culturally responsive and identity affirming practices:

b) Enhance parent support and engagement:

c) Enhance partnerships with community early learning and childcare settings to increase access to least restrictive environments:

d) Address the social-emotional development and behavioral health of young children:

2) List external trainings you are seeking for staff (e.g., national, state, and partner training).

3) List the internal staff trainings you provide. Please include the name and contact information for your trainers and whether they are contracted or internal staff.

1. **Kindergarten Transition**

1. What are the most effective strategies from your service area for engaging elementary and school age special education personnel in the transition of children to kindergarten?
2. Are these known and used across district boundaries and staff (one county, all, etc.)?
3. What is your process for identifying key partners for transition activities and codeveloping timelines for the receiving district and ECSE responsibilities at transition?
4. **County Plans**

Identify all counties in your EI/ECSE Service Area. Verify that you have reviewed and approved each county service plan & their improvement plans.

County Plan Checklist:

* EI and ECSE Calendars
* Dated copy of current CAPTA agreement
* Roster of LICC members
* ASL and Child Outcome’s Improvement Plans

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| County | County Service Plan & Improvement Plans Complete. Reviewed and approved by EI/ECSE Area Contractor? | Date of Approval |
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| **ODE Use Only** |

* Contractor Service Area Plan ecWeb submission is complete (all items are complete, and attachments are accounted for):
  + Organizational Flowchart
  + Copies of Approved County Plans
  + Adequate Service Level Improvement Plan
  + Child Outcomes Improvement Plan
* Contractor Service Area Plan has been reviewed by the ODE Liaison
* Contractor Service Area Plan is approved by the ODE Director of EI/ECSE

Date of Approval: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ODE Director of EI/ECSE Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_