TO:	Directors/Charter Coordinators Exceptional Children Programs MTSS Coordinators

FROM: Sherry H. Thomas, Director   Carol Ann M. Hudgens, Section Chief
               Exceptional Children Division (ECD)   ECD – Policy, Monitoring and Audit

DATE: February 8, 2021

RE: **Statewide Corrective Action – Supplemental Technical Assistance**

Based on the requests made by local leadership representatives during the two recent EC Office Hours, additional supplemental technical assistance is being provided.

The following materials will be posted to the shared Google drive in a new folder titled **"Supplemental TA Materials"** as they are finalized, no later than close of business Tuesday, February 9, 2021.

Supplemental Documents/Videos
- SEA TA Video: "Revisions to MTSS Written Documents – INSTRUCTIONAL PERSONNEL"
  - *Note: This video has been streamlined, per local leadership requests to omit the administrative content. The previous version is still available with the required content and remains available to be viewed by local personnel at the discretion of the LEA.*
- SEA TA Document: "Parent/Guardian Notification of Intervention" – Spanish version
- SEA TA Document: "Parent/Teacher Conference Notes" – Spanish version
- SEA TA Document: "Review of Students in Intensive/Supplemental Support – School Building Closures"
- SEA TA Document: "Timeline Flexibility for Completing Corrective Action"
  - *Note: This item is being provided as a result of the recent press conference by the Governor, Department of Health and Human Services, and the Department of Public Instruction encouraging the return to in-person instruction. The EC Division acknowledges that this information has likely shifted local resources and personnel to planning for transitions from remote learning and as such, the timeline has been adjusted.*

Expanded Access to SEA TA Videos
The required videos for instructional personnel will be uploaded to CANVAS via NCEES. This course contains both videos along with scripts for each. There is at "quiz" at the end; however, it is simply the mechanism to verify completion of both videos and to ensure a confirmation of the completed course is emailed back to the participant rather than an assessment of content knowledge.
- This use of this mechanism for completing the required TA videos is optional and at the discretion of local leadership.
- CEUs are awarded at the discretion of local leadership and will not be managed by the EC Division.
- Course Name: "NCDPI EC Division – Statewide Corrective Action"
- SEA TA Document: "Tip Sheet for NCEES to Access EC Courses" *(Supplemental TA Materials folder)*
- SEA TA Document: "Tip Sheet for Transcripts and Certificates in NCEES" *(Supplemental TA Materials folder)*

Additional EC Office Hours - February

Two additional EC Office Hours are available during February. The format will be open forum – questions will not be requested ahead of time and the sessions will not be recorded. The intent is to create a flexible problem-solving session to troubleshoot local questions with implementation of the corrective action.

- **Friday, February 12, 2021 – 9:30am to 10:30am**
  - [Meeting Link](#) (no registration required)
- **Friday, February 19, 2021 – 9:30am to 10:30am**
  - [Meeting Link](#) (no registration required)
- **Friday, February 26, 2021 - 9:30am to 10:30am**
  - *Note: This opportunity for EC Office Hours was announced previously. [Questions](#) may be submitted ahead of time for this session and participants may join using this [link](#).*

Uploaded to TA Package #2 Folder

- Q&A EC Office Hours – February 5, 2021 (slide deck with responses)

The EC Division appreciates your attention to these very important details and hopes these additional materials and flexibility with the schedule will be helpful in the coordination of local activities. If you have urgent questions, please contact Carol Ann M. Hudgens at CarolAnn.Hudgens@dpi.nc.gov and/or plan to participate in the additional EC Office Hours session planned for this Friday.

ST/CAH/cah

C   LEA Superintendents/Head of Schools
       LEA Chief Academic Officers
       NCDPI Regional Case Managers