

# GALLIA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

*Guiding Hand School – Pre-School*

*Gallco Workshop*

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## Annual Action and Four Year Strategic Plan 2017



Pamela Combs, Superintendent  
Approved By Board:



## Gallia County Board of Developmental Disabilities

PAMELA COMBS, Superintendent

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November 22, 2016

As the Gallia County Board of Developmental Disabilities will be preparing our 2017 Annual Action Plan, we would like to hear from you about the quality of services we provide and any recommendations for improvement you might wish to share. We understand that ours is a program supported by the community and for the community; therefore, your satisfaction and input is extremely important to us. Thank you for your continued support of the services we provide to Gallia County citizens with developmental disabilities.

The Gallia County Board of Developmental Disabilities currently provides services to the following:

	<b>Being Served</b>
Early Intervention	26
Pre-School	27
School Age	43
Adults	44
Case Management	171

Please return this survey to the above address by Monday, December 5, 2016. For your convenience, an envelope has been provided; or you may drop off your survey at the front desk of Guiding Hand School.

Thank you in advance for your assistance!

Pamela Combs  
Superintendent

# **GALLIA COUNTY BOARD OF DD**

**January 1, 2017 through December 31, 2017**

**Part A – Annual Action Plan**

**Year: 2017**

**Impact Priority Level: High**

**Current Implementation Likelihood: Definite**

**REFERENCE NUMBER: GACHD-1**

## **General Administration**

### **Needs Description:**

1. To create, maintain, stimulate, control and unify formally and informally organized human and material energies within a unified system designed to accomplish predetermined objectives and develop strategic plans per OAC 5123:2-1-02. Also to execute policy, organize, allocate and coordinate resources within the organization to produce desired outputs.
2. To progress at scheduled rate according to Gallia County Board of Developmental Disabilities Benchmark Plan.

#### **1) Goal Statement**

- To maintain and improve upon all required programming as determined by Department of DD and Department of Education Rules as they pertain thereto.

#### **Expected Outcomes**

- All programs will be operated at a quality level meeting or exceeding regulations.

#### **Action Implementation Steps/Contingencies**

- Successfully pass all departmental evaluations and critiques through proper program supervision and action.

#### **Assignment of Supervisory Responsibility**

- Superintendent, School Director, Director of Finance, SSA Director, EI Director, and Director of Adult Services.

#### **Timelines**

- On going.

#### **2) Goal Statement**

- To plan and coordinate for fiscal and personal resources necessary to insure the proper delivery of all programs.

#### **Expected Outcomes**

- The insurance of continuity at an appropriate level for all programs and the addition of new programs and services as needed.

#### **Action Implementation Steps/Contingencies**

- Regular administrative meetings, board meetings and various assessment techniques.

#### **Assignment of Supervisory Responsibility**

**Timelines**

- On going.

**5) Goal Statement**

- To advance the awareness image, understanding and reputation of the organization and to prepare an annual report to be presented to Gallia County.

**Expected Outcomes**

- A highly efficient, well organized and managed organization with high visibility, communal respect and admiration.
- Continue to update GCBDD Facebook Page to promote programs.
- Annual Report distribution for both the Guiding Hand School (Early Childhood 0-2, Pre-School 3-5 and School Age 6-21) and Gallco Workshop.
- Enlist assistance of Communication Contractor to develop and define our message for the county and to assist in a Communication Strategy for GCBDD.

**Action Implementation Steps/Contingencies**

- Positive oral and written communications, media promotions, public appearances, cooperation with other organizations and by program and community expectations.

**Assignment of Supervisory Responsibility**

- Superintendent, School Director, Director of Finance, SSA Director, EI Director, and Director of Adult Services.

**Timelines**

- On going.

# **GALLIA COUNTY BOARD OF DD**

**January 1, 2017 through December 31, 2017**

**Part A – Annual Action Plan**

**Year: 2017**

**Impact Priority Level: High**

**Current Implementation Likelihood: Definite**

**REFERENCE NUMBER: ACED-1**

## **Adult Services**

**Needs Description:** Continuation of the Adult Services Program while moving toward privatization of Gallico Industries for 47 adult residents of Gallia County. These programs include the following components: Employment First, The Good Life Program, Person-Centered Planning and Sheltered Employment, Community Integration, Self-Advocacy, Career Counseling, Self-Determination, Habilitation programming including activities of daily living, leisure and social skills and basic vocational skills. Transition is beginning in January 2017 with the Request for Proposal being sent to possible private providers for Gallia County.

### **1) Goal Statement**

- Employment First Initiative – to implement/increase community employment and community based employment. Place those individuals in community work settings first.

### **2) Goal Statement**

- To initiate Employment First practices and to continue Sheltered Employment Program, as an alternative if Employment in the community is not available.

### **Expected Outcomes**

- All employees enrolled will receive appropriate work assignments when available, based upon known assessments of individual capabilities. Programs will run daily, Monday through Friday from 9:00 a.m. to 3:00 p.m.

### **Action Implementation Steps/Contingencies**

- The Gallia County Board of DD, in cooperation with Non-Profit Board, will:
  - a) Assure adequate space requirements.
  - b) Equipment necessary to perform daily tasks with purchase of additional habilitation program materials.
  - c) Sub-contracts and work activities sufficiently challenging and appropriate to the client needs:
    - i. ISP – based programming essential.
    - ii. Follow-Up – 90 day and annual reviews.
  - d) Once maximum numbers are attained, a waiting list will be utilized.

### **Assignment of Supervisory Responsibility**

- Superintendent, Director of Adult Services and one Program Coordinator.

### **Timelines**

- On going.

### **3) Goal Statement**

# **GALLIA COUNTY BOARD OF DD**

**January 1, 2017 through December 31, 2017**

**Part A – Annual Action Plan**

**Year: 2017**

**Impact Priority Level: High**

**Current Implementation Likelihood: Definite**

**REFERENCE NUMBER: SSAD-1**

## **SSA – Service Support Administrator**

**Needs Description:** The following groups of persons will be eligible for Service Support Administrator Services from the Gallia County Board of DD:

1. Gallia County residents with DD;
2. Any current enrollee of the Gallia County Board of DD programs shall automatically be eligible for SSA services and all others as determined eligible by the Ohio Department of DD Rules and Regulations; and
3. Individuals leaving Developmental Center or ICF as part of Downsizing efforts by ODODD.

### **1) Goal Statement**

- Information and referral.

### **Expected Outcomes**

- Eligible individuals receiving appropriate services.

### **Action Implementation Steps/Contingencies**

- Availability of Service Support Administrator services.

### **Assignment of Supervisory Responsibility**

- Superintendent, Workshop Director and School Director

### **Timelines**

- On going.

### **2) Goal Statement**

- Intake.

### **Expected Outcomes**

- Eligibility determination.

### **Action Implementation Steps/Contingencies**

- A complete intake assessment.

### **Assignment of Supervisory Responsibility**

- Superintendent, Workshop Director and School Director

### **Timelines**

- On going.

### **3) Goal Statement**

- Placement.

- Superintendent, Workshop Director and School Director

**Timelines**

- On going.

**7) Goal Statement**

- Major Unusual Incident Investigation and Reporting.

**Expected Outcomes**

- Reduction of abuse and neglect among DD individuals.

**Action Implementation Steps/Contingencies**

- Investigation and reporting Major Unusual Incidents, to include alleged abuse and/or neglect in accordance with the guidelines of the Ohio Department of DD.

**Assignment of Supervisory Responsibility**

- Superintendent, Workshop Director and School Director

**Timelines**

- On going.

**8) Goal Statement**

- Protective Services.

**Expected Outcomes**

- Elimination of conditions that are detrimental to the physical and/or emotional health of DD individuals.

**Action Implementation Steps/Contingencies**

- Monitor services to DD individuals in the community and residential facilities.

**Assignment of Supervisory Responsibility**

- Superintendent, Workshop Director and School Director

**Timelines**

- On going.

**9) Goal Statement**

- Residential Monitoring.

**Expected Outcomes**

- Ensures that the eligible individual is receiving all necessary and mandated services and is residing in the least restrictive environment in accordance with the ISP, IEP or comprehensive evaluation.

**Action Implementation Steps/Contingencies**

- Attend meetings regarding review of ISP and IEP goals.
- Visit the facility or home to determine if services are being provided.

**Assignment of Supervisory Responsibility**

- Superintendent, Workshop Director and School Director

**Timelines**

- On going.

# **GALLIA COUNTY BOARD OF DD**

**January 1, 2017 through December 31, 2017**

**Part A – Annual Action Plan**

**Year: 2017**

**Impact Priority Level: High**

**Current Implementation Likelihood: Definite**

**REFERENCE NUMBER: RCHD-1**

## **Residential**

**Needs Description:** The current total of local group home residents includes 66 residents (adults). This population is exclusive of approximately 55 residents of GDC, a State Operated ICF-DD Institution. The current plan addresses the needs of continuing certified residential living arrangements for the individuals listed above and who have been allocated enrollment status within the Gallia County program for DD when space and staff resources become available.

### **1) Goal Statement**

- While the Gallia County Board does not operate a residential program, it does provide the necessary oversight needed to monitor the development and operation of all homes in Gallia County.

### **Expected Outcomes**

- Develop a pool of providers and work closely with those providers developing and implementing Supportive Living and Waiver services when appropriate

### **Action Implementation Steps/Contingencies**

- Review of letters of intent.
- Completion of monitoring tool.
- Conduct needs survey for adults at Galco and students at Guiding Hand along with residential population.

### **Assignment of Supervisory Responsibility**

- SSA, Workshop Director and Superintendent

### **Timelines**

- On going.

### **2) Goal Statement**

- Develop a more active and inclusive public campaign for the supportive living programs available from the Gallia County Board of DD.

### **Expected Outcomes**

- Design eligibility criteria packet for distribution.
- Share information with interested individuals and/or groups.

### **Assignment of Supervisory Responsibility**

- SSA, Workshop Director, School Director and Superintendent



# **GALLIA COUNTY BOARD OF DD**

**January 1, 2017 through December 31, 2017**

**Part A – Annual Action Plan**

**Year: 2017**

**Impact Priority Level: High**

**Current Implementation Likelihood: Definite**

**REFERENCE NUMBER: ECCHD-1**

## **Early Childhood (Early Intervention/Pre-School 0-5)**

**Needs Description:** To provide an early childhood program for handicapped children ages 0-5 in order to raise the functioning level of each child in all appropriate developed areas by providing to both the child and the family. To fulfill this responsibility for pre-school (ages 3-5), this program must include at least three instructors, teacher's aides, physical therapist, occupational therapist, speech therapist; supportive home services (ages 0-2) and other professionals and volunteer staff as necessary.

### **1) Goal Statement**

- To work with other agencies to develop an Early Childhood Interagency Agreement.

### **Expected Outcomes**

- Describes elements of interagency collaboration, policies, procedures, details working relationship.
- Develop accountability, collaboration, service planning and transition.

### **2) Goal Statement**

- To continue the coordination and operation for the Early Childhood and Family Center.

### **Expected Outcomes**

- To continue contact and communication with other service agencies in Gallia County.

### **3) Goal Statement**

- To communicate and coordinate identification, placement and appropriate services with other community agencies such as: Gallia County Health Department, pediatricians, school districts, Family and Children First Council, ECCC (Early Childhood Coordinating Committee) and Help Me Grow.

### **Expected Outcomes**

- To coordinate services of a specific case with multiple service providers.
- To identify children with delays or at risk at an earlier age.
- Make aware to all providers current programs and services.
- To continue to update a handbook for pre-school services on an annual basis.

### **Action Implementation Steps/Contingencies**

- Participate in the Help Me Grow Group, Community Agencies Committee.

### **Assignment of Supervisory Responsibility**

**Timelines**

- On going.

**7) Goal Statement**

- To continue to develop/revise the technology plan for updating technology in the classrooms.

**Expected Outcomes**

- To develop a financially sound schedule for replacing computers as necessary in each classroom and software package purchases.

**8) Goal Statement**

- In conjunction with the Early Intervention Grant, Early Intervention Team will become familiar with coaching practices in order to positively impact family's abilities to support their infant and toddler from the beginning and in ways that pave the way to a lifetime of full community participation and self-empowerment.

**Expected Outcomes**

- To develop a core team.
- To provide services in natural settings and environments.
- To use technology to improve services.
- To use coaching strategies to help parents to be more effective in helping their children meet developmental milestones.

**Timelines**

- On going.

**Eligibility of Service**

- 1) Upon program notification, SSA will provide program information.
- 2) If child has an IEP, family may request SSA services.
- 3) Family may accept or refuse services.
- 4) If family is not eligible for services, they may appeal decision as outlined in Board Policy Manual.

# **GALLIA COUNTY BOARD OF DD**

**January 1, 2017 through December 31, 2017**

**Part A – Annual Action Plan**

**Year: 2017**

**Impact Priority Level: High**

**Current Implementation Likelihood: Definite**

**REFERENCE NUMBER: SACHD-1**

## **School Age**

**Needs Description:** To provide a continuum of special education services to school age children ages 6-21 for handicapped individuals within our county. Such services will include appropriate teaching staff and ancillary programs to include supervision, speech therapy, occupational therapy, physical therapy and supportive home services.

### **1) Goal Statement**

- To continue to provide services for school age children 6-21 within the Guiding Hand Program as prescribed by the rules and regulations by the Department of Education.

### **Expected Outcomes**

- An alternate education program for the multi-handicapped population of Gallia County to learn necessary skills to be able to live, work and become an independent citizen of our community.

### **Action Implementation Steps/Contingencies**

- To continue to work with local school districts, agencies and other interested parties for appropriate placement and to provide for appropriate staffing levels, programs, equipment and materials to meet the goals of each program, such as additional vocational activities/materials.

### **Assignment of Supervisory Responsibility**

- Superintendent and School Director

### **Timelines**

- On going.

### **2) Goal Statement**

- To continue to provide quality contracted related services offering occupational therapy, physical therapy and speech therapy as appropriate.

### **Expected Outcomes**

- Increase consistency of availability of contracted services.
- Contract with local agencies whenever possible to improve relations and communications.

### **3) Goal Statement**

- To identify children with special needs (Child Find) through the use of newspaper, radios, fair booths and school brochures. To inform the public and other interested groups of activities of all programs.

**Expected Outcomes**

- To provide smooth transitions for students with disabilities and refer them to other agencies when appropriate.
- To provide opportunities for students to tour local businesses and have a variety of speakers to come in and talk with students about various transit topics.

**Timelines**

- On going.

**Eligibility of Service**

- 1) Upon program notification, SSA will schedule a COEDI/OEDI.
- 2) SSA will administer COEDI/OEDI.
- 3) Results will be given to family/individual regarding eligibility determination and/or other services that would be more appropriate according to their needs.
- 4) Family may accept or refuse services.
- 5) If family is not eligible for services, they may appeal decision as outlined in Board Policy Manual.

# **GALLIA COUNTY BOARD OF DD**

**January 1, 2017 through December 31, 2017**

**Part A – Annual Action Plan**

**Year: 2017**

**Impact Priority Level: High**

**Current Implementation Likelihood: Definite**

**REFERENCE NUMBER: FRCHD-1**

## **Family Support Services**

**Needs Description:** A Family Resource Services Program assists a family who keeps at home a family member who has a developmental disability.

### **1) Goal Statement**

- To ensure individuals who have mental retardation or other developmental disabilities return or remain with their families from developmental centers which are under the managing responsibility of the department.

### **Expected Outcomes**

- The program promotes the unity of the family by assisting it to meet the special needs of the individual who has mental retardation or other substantial developmental disability.
- It also assists the individual toward self-sufficiency and prevents or reduces inappropriate institutionalization.

### **Action Implementation Steps/Contingencies**

- In-home respite.
- Out-of-home respite.
- Counseling, training and education.
- Special diets.
- Special or adaptive equipment.
- Home modifications.

### **Assignment of Supervisory Responsibility**

- Superintendent and Family Support Services Coordinator

### **Timelines**

- 01/01/2017 through 12/31/2017

### **2) Goal Statement**

- To ensure individuals found to be subject to institutionalization by court order under Section 5123.73 of the Revised Code to remain with their families with the aid of reimbursable services.

### **Expected Outcomes**

- The program promotes the unity of the family by assisting it to meet the special needs of the individual who has mental retardation or other substantial developmental disability.
- It also assists the individual toward self-sufficiency and prevents or reduces inappropriate institutionalization.

# **GALLIA COUNTY BOARD OF DD**

**January 1, 2017 through December 31, 2017**

**Part A – Annual Action Plan**

**Year: 2017**

**Impact Priority Level: High**

**Current Implementation Likelihood: Definite**

**REFERENCE NUMBER: TCHD-1**

## **Transportation**

**Needs Description:** To provide transportation for adult programs until services are transitioned to private providers. Such services will include appropriate staff, reserve buses and other Board owned vehicles in addition to the regular bus fleet.

### **1) Goal Statement**

- To continue the rider safety program for all enrollees.

#### **Expected Outcomes**

- To develop safety awareness for the enrollees transported to the program.

#### **Action Implementation Steps/Contingencies**

- Assignment of specific staff to implement the safety training program.

#### **Assignment of Supervisory Responsibility**

- Transportation Supervisor/Director

#### **Timelines**

- On going.

### **2) Goal Statement**

- To continue an on-going training program for all drivers plus individual staff members.

#### **Expected Outcomes**

- This will increase driver awareness in the areas of health and safety of all passengers.

#### **Assignment of Supervisory Responsibility**

- Transportation Supervisor/Director

#### **Timelines**

- On going.

### **3) Goal Statement**

- To continue a preventative maintenance and regular maintenance program for all vehicles.

#### **Expected Outcomes**

- To prolong life of each vehicle and establish a work order process for all vehicles.
- To be able to assess each vehicle which will aid in the replacement cycle decisions.

# **GALLIA COUNTY BOARD OF DD**

**January 1, 2017 through December 31, 2017**

**Part A – Annual Action Plan**

**Year: 2017**

**Impact Priority Level: High**

**Current Implementation Likelihood: Definite**

**REFERENCE NUMBER: BMCHD-1**

## **Building and Grounds Maintenance**

**Needs Description:** To ensure clean, safe, attractive, efficient and proper functioning facilities to gain full advantage of the applied programs that the county Board has to offer.

### **1) Goal Statement**

- To make every effort to assure high standards are met in the performance of all maintenance duties of present buildings.

#### **Expected Outcomes**

- That all maintenance efforts will reflect a quality above the average expectation and to pursue training for the Building Operator Certification.

#### **Assignment of Supervisory Responsibility**

- Early Childhood Center Director and Workshop Director

#### **Timelines**

- On going.

### **2) Goal Statement**

- To continue to ensure that the proper job performance without interrupting the basic purpose of the building.

#### **Expected Outcomes**

- That all maintenance efforts will be conducted at a time so as not to interrupt any programs being conducted as nearly as possible.

#### **Action Implementation Steps/Contingencies**

- **To allow an assigned schedule to make best use of time and materials.**

#### **Assignment of Supervisory Responsibility**

- Early Childhood Center Director and Workshop Director

#### **Timelines**

- On going.

### **3) Goal Statement**

- To continue to preserve harmony and efficiency in the daily operation of maintenance services.

#### **Expected Outcomes**

- To carry out assigned tasks in a spirit of cooperation with all staff.

# **Four Year Strategic Plan**

**January 1, 2018 through December 31, 2021**

## **Part B – Strategies Plan for Years 2, 3, 4 & 5**

**Need: Continuation**

**Impact Priority Level: High**

**Current Implementation Likelihood: Definite**

**REFERENCE NUMBER: GACHD-1**

## **General Administration**

### **Needs Description:**

1. To create, maintain, stimulate, control and unify formally and informally organized human and material energies within a unified system designed to accomplish predetermined objectives and develop strategic plans. Also to execute policy, organize, allocate and coordinate resources within the organization to produce desired outputs.
2. To progress at scheduled rate according to Gallia County Board of Developmental Disabilities Benchmark Plan.

#### **1) Goal Statement**

- To maintain and improve upon all required programming as determined by Department of DD and Department of Education Rules as they pertain thereto.

#### **Expected Outcomes**

- All programs will be operated at a quality level meeting or exceeding regulations.

#### **Strategic Actions/Contingencies**

- Successfully pass all departmental evaluations and critiques through proper program supervision and action.

#### **Assignment of Supervisory Responsibility**

- Superintendent, School Director and Workshop Director

#### **Timelines**

- On going.

#### **2) Goal Statement**

- To plan and coordinate for fiscal and personal resources necessary to insure the proper delivery of all programs.

#### **Expected Outcomes**

- The insurance of continuity at an appropriate level for all programs and the addition of new programs and services as needed.

#### **Strategic Actions/Contingencies**

- Regular administrative meetings, board meetings and various assessment techniques.

#### **Assignment of Supervisory Responsibility**

- Superintendent, School Director and Workshop Director



- Positive oral and written communications, media promotions, public appearances, cooperation with other organizations and by program and community expectations.

**Assignment of Supervisory Responsibility**

- Superintendent, School Director and Workshop Director

**Timelines**

- On going.

# **Four Year Strategic Plan**

**January 1, 2018 through December 31, 2021**

## **Part B – Strategies Plan for Years 2, 3, 4 & 5**

**Need: Continuation/New**

**Impact Priority Level: High**

**Current Implementation Likelihood: Definite**

**REFERENCE NUMBER: ACED-1**

## **Adult Services**

**Needs Description:** Continuation of the Adult Services Program while moving toward privatization of Galco Industries for 47 adult residents of Gallia County. These programs include the following components: Employment First, The Good Life Program, Person-Centered Planning and Sheltered Employment, Community Integration, Self-Advocacy, Career Counseling, Self-Determination, Habilitation programming including activities of daily living, leisure and social skills and basic vocational skills. Transition is beginning in January 2017 with the Request for Proposal being sent to possible private providers for Gallia County.

### **1) Goal Statement**

- Employment First Initiative – to continue to implement/increase community employment and community based employment. Place those individuals in community work settings first.

### **2) Goal Statement**

- To initiate Employment First practices and to continue Sheltered Employment Program, as an alternative in Employment in the community is not available.

### **Expected Outcomes**

- All employees enrolled will receive appropriate work assignments when available, based upon known assessments of individual capabilities. Programs will run daily, Monday through Friday from 9:00 a.m. to 3:00 p.m.

### **Strategic Actions/Contingencies**

- The Gallia County Board of DD, in cooperation with Non-Profit Board, will:
  - a) Assure adequate space requirements.
  - b) Equipment necessary to perform daily tasks with purchase of additional habilitation program materials.
  - c) Sub-contracts and work activities sufficiently challenging and appropriate to the client needs:
    - i. ISP – based programming essential.
    - ii. Follow-Up – 90 day and annual reviews.
  - d) Once maximum numbers are attained, a waiting list will be utilized.

### **Assignment of Supervisory Responsibility**

- Workshop Director who directly supervises Workshop Specialist and one Program Coordinator.

### **Timelines**

- On going.

- To promote staff growth and development through in-services and workshops on a local and state level, as well as visiting other County Board Habilitation Centers.
- Develop a staff orientation/mentor program for new staff.

**Assignment of Supervisory Responsibility**

- Superintendent and Workshop Director

**5) Goal Statement**

- To promote public awareness of Adult programs.

**Expected Outcomes**

- Adult services program opportunities which shall include members of the community as well as public school multi-handicapped graduates and their families.
- Promote collaborative efforts with Gallipolis Developmental Center, ResCare Corporation, Buckeye Community Services, Initial Independence and staff.

**Assignment of Supervisory Responsibility**

- Superintendent and Workshop Director

**6) Goal Statement**

- Offer job procurement services.

**Expected Outcomes**

- To provide job-contracted procurement services or other options, which may become available.

**Strategic Actions/Contingencies**

- Pursue possible funding alternatives.
- To work with other contracts/businesses to secure additional job opportunities/contracts for clients.

**7) Goal Statement**

- To continue to develop/revise a technology plan for updating technology in the workshop.

**Expected Outcomes**

- To develop/revise a financially sound schedule for replacing computers as necessary in each classroom and software package purchases.
- As funds become available to implement scheduled plan for hardware/software purchasing with any necessary revisions of the plan.

**Eligibility of Service**

- 1) Upon program notification, SSA will provide program information.
- 2) SSA will schedule an OEDI.
- 3) SSA will administer OEDI.
- 4) Results will be given to family/individual regarding eligibility determination and/or other services that would be more appropriate according to their needs.
- 5) Family may accept or refuse services.
- 6) If family is not eligible for services, they may appeal decision as outlined in Board Policy Manual.

## **Four Year Strategic Plan**

**January 1, 2018 through December 31, 2021**

### **Part B – Strategies Plan for Years 2, 3, 4 & 5**

**Need: Continuation**

**Impact Priority Level: High**

**Current Implementation Likelihood: Pending**

**REFERENCE NUMBER: ECCHD-1**

### **Early Childhood (Early Intervention/Pre-School 0-5)**

**Needs Description:** To provide an early childhood program for handicapped children ages 0-5 in order to raise the functioning level of each child in all appropriate developed areas by providing to both the child and the family. To fulfill this responsibility for pre-school (ages 3-5), this program must include at least three instructors, teacher's aides, physical therapist, occupational therapist, speech therapist; supportive home services (ages 0-2) and other professionals and volunteer staff as necessary. To provide a separate learning center for children and parents of the 0-5 handicapped population. This need is dictated as a result of the increasing identification and enrollment of the 0-5 children. The current combination in-house pre-school program cannot provide adequate staffing ratios and program space for this growing population.

#### **1) Goal Statement**

- To work with other agencies to develop an Early Childhood Interagency Agreement.

#### **Expected Outcomes**

- Describes elements of interagency collaboration, policies, procedures, details working relationship.
- Develop accountability, collaboration, service planning and transition.

#### **2) Goal Statement**

- To continue the coordination and operation for the Early Childhood and Family Center.

#### **Expected Outcomes**

- To continue contact and communication with other service agencies in Gallia County.

#### **Strategic Actions/Contingencies**

- To coordinate with agency personnel on an as needed basis.

#### **3) Goal Statement**

- To continue to participate with non-handicapped children with school and community activities.

#### **Expected Outcomes**

- Plan for greater interaction with non-handicapped children.
- To identify children with delays or at risk at an earlier age.

**Expected Outcomes**

- To coordinate services of a specific case with multiple service providers.
- To identify children with delays or at risk at an earlier age.
- Make aware to all providers current programs and services.

**Strategic Actions/Contingencies**

- Participate in the Help Me Grow Community Agencies Committee. (**Assignment of Supervisory Responsibility** –Supervisor Early Childhood Staff)

**Timelines**

- On going.

**7) Goal Statement**

- To continue to develop/revise the technology plan for updating technology in the classrooms.

**Expected Outcomes**

- To develop a financially sound schedule for replacing computers as necessary in each classroom and software package purchases.

**8) Goal Statement**

- Conduct fund raisers and apply for grants to expand outdoor intervention and developmental therapy center for children 0-5 and beyond, regardless of handicap.

**Expected Outcomes**

- To insure leisure time activities, normal motor development and appropriate outside playground equipment for this specific age group.

**Strategic Actions/Contingencies**

- Visit other program sites.
- Survey needs with staff.
- Secure funds.

**Assignment of Supervisory Responsibility**

- Superintendent and School Director

**9) Goal Statement**

- In conjunction with the Early Intervention Grant, Early Intervention Team will become familiar with coaching practices in order to positively impact family's abilities to support their infant and toddler from the beginning and in ways that pave the way to a lifetime of full community participation and self-empowerment.

**Expected Outcomes**

- To develop a core team.
- To provide services in natural settings and environments.
- To use technology to improve services.
- To use coaching strategies to help parents to be more effective in helping their children meet developmental milestones.

**Timelines**

# **Four Year Strategic Plan**

**January 1, 2018 through December 31, 2021**

## **Part B – Strategies Plan for Years 2, 3, 4 & 5**

**Need: Continuation**

**Impact Priority Level: High**

**Current Implementation Likelihood: Pending**

**REFERENCE NUMBER: SACHD-1**

## **School Age**

**Needs Description:** To provide a continuum of special education services to school age children ages 6-21 for handicapped individuals within our county. Such services will include appropriate teaching staff and ancillary programs to include supervision, speech therapy, occupational therapy, physical therapy and supportive home services. Items necessary to provide adequate services in the above areas will need to be purchased through the Department of DD and/or the Gallia County Board of DD program as funding allows.

### **1) Goal Statement**

- To continue to provide services for school age children 6-21 within the Guiding Hand Program as prescribed by the rules and regulations by the Department of Education.

### **Expected Outcomes**

- An alternate education program for the multi-handicapped population of Gallia County to learn necessary skills to be able to live, work and become an independent citizen of our community.

### **Strategic Actions/Contingencies**

- To continue to work with local school districts, agencies and other interested parties for appropriate placement and to provide for appropriate staffing levels, programs, equipment and materials to meet the goals of each program, such as additional vocational activities/materials.

### **Assignment of Supervisory Responsibility**

- Superintendent and School Director

### **Timelines**

- On going.

### **2) Goal Statement**

- Through the use of newspaper, radios, school brochures and fair booth, inform the public and other interested groups of all activities of all programs.

### **Expected Outcomes**

- To provide community awareness of all programs, activities and special events of the programs.

### **Strategic Actions/Contingencies**

**Expected Outcomes**

- To develop a financially sound schedule for purchasing/replacing computer labs in each classroom and software package purchases.
- As funds become available, to implement scheduled plans for hardware/software purchasing with any necessary revisions of the plan.

**7) Goal Statement**

- To develop appropriate post-secondary transition goals starting at age 14 based upon age-appropriate transition assessments.
- To provide opportunities for students to tour local businesses and have a variety of speakers to come in and talk with students about various transit topics.

**Expected Outcomes**

- To provide smooth transitions for students with disabilities and refer them to other agencies when appropriate.

**Timelines**

- On going.

**Eligibility of Service**

- 1) Upon program notification, SSA will schedule a COEDI/OEDI.
- 2) SSA will administer COEDI/OEDI.
- 3) Results will be given to family/individual regarding eligibility determination and/or other services that would be more appropriate according to their needs.
- 4) Family may accept or refuse services.
- 5) If family is not eligible for services, they may appeal decision as outlined in Board Policy Manual.

# **Four Year Strategic Plan**

**January 1, 2018 through December 31, 2021**

## **Part B – Strategies Plan for Years 2, 3, 4 & 5**

**Need: Continuation**

**Impact Priority Level: High**

**Current Implementation Likelihood: Definite**

**REFERENCE NUMBER: BMCHD-1**

## **Building and Grounds Maintenance**

**Needs Description:** To ensure clean, safe, attractive, efficient and proper functioning facilities to gain full advantage of the applied programs that the county Board has to offer.

### **1) Goal Statement**

- To make every effort to assure high standards are met in the performance of all maintenance duties of present buildings.

### **Expected Outcomes**

- That all maintenance efforts will reflect a quality above the average expectation.

### **Assignment of Supervisory Responsibility**

- Early Childhood Center Director and Workshop Director

### **Timelines**

- On going.

### **2) Goal Statement**

- To continue to ensure that the proper job performance without interrupting the basic purpose of the building.

### **Expected Outcomes**

- That all maintenance efforts will be conducted at a time so as not to interrupt any programs being conducted as nearly as possible.

### **Strategic Actions/Contingencies**

- To allow an assigned schedule to make best use of time and materials.

### **Assignment of Supervisory Responsibility**

- Early Childhood Center Director and Workshop Director

### **Timelines**

- On going.

### **3) Goal Statement**

- To continue to preserve harmony and efficiency in the daily operation of maintenance services.

### **Expected Outcomes**

- To carry out assigned tasks in a spirit of cooperation with all staff.