

**MISSISSIPPI DEPARTMENT OF HUMAN SERVICES
DIVISION OF YOUTH SERVICES
JUVENILE INSTITUTIONS**

Subject: Special Education: SPED Coordinator	Policy Number: 20
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Attachments	Related Standards & References Mississippi Department of Education, Office of Special Education Policies (2013) Mississippi Department of Education, Office of Special Education Procedures (2016)
Effective Date: 06/09/2006, Reviewed 10/06/08, 12/15/10, 06/09/14, Revised 02/01/2017	Approved:  James V. Maccarone, Director

I. POLICY

It is the policy of the Mississippi Department of Human Services, Division of Youth Services (MDHS/DYS), that sufficient staff will be provided to oversee the operations of the Special Education program.

II. DEFINITIONS

As used in this policy, the following definitions apply:

III. PROCEDURE

A Special Education Coordinator will be designated to oversee the operations of the Special Education Program. The duties of the Special Education Coordinator will include:

- Oversee the special education programming in the facilities, including the development and implementation of policies, procedural manuals, and training programs.
- Monitoring special education staffing and resources.
- Develop and implement a quality assurance program for special education services.
- Developing and implementing an adequate career/technical education program for youth with disabilities.
- Develop and implement a curriculum for special education instruction at the facilities.
- Insure that special education teachers are appropriately licensed to teach assigned courses.
- Serve as DYS representative to the MS Department of Education. Office of Special Education.

The Special Education Coordinator will report directly to the Superintendent.