

Mercedes Toural, Chief Education Officer  
and Deputy Superintendent of Schools

**SUBJECT:           REQUEST AUTHORIZATION FOR THE SUPERINTENDENT TO  
ENTER INTO A CONTRACTUAL AGREEMENT WITH JDL ASSOCIATES,  
INC., AN EDUCATIONAL CONSULTANT COMPANY, TO PROVIDE A  
THREE-DAY TRAINING TO SELECTED STAFF IN THE FACILITATED  
INDIVIDUAL EDUCATIONAL PLAN (IEP) PROCESS**

**COMMITTEE:       EDUCATION AND SCHOOL OPERATIONS**

Authorization is requested for the Superintendent to enter into a contractual agreement with JDL Associates, Inc., April 14-16, 2004, to provide a three-day intensive training in the facilitative Individual Educational Plan (IEP) process. This training entitled "Essential Facilitation for IEP Team Members and Law with Julie Weatherly" will provide the participants with the skills necessary to create an appropriate, compliant, and effective IEP. The cost of the training is \$21,000 and includes all training materials and follow-up consultation, as needed. This is the first time the district is entering into a contractual agreement with JDL Associates, Inc.

Staffing specialists will be trained on the use of communication and conflict resolution skills to reconcile differences during IEP meetings and thus reduce the number of formal complaints and requests for due process hearings from parents. A maximum of 25 exceptional student education staffing specialists will be trained during a three-day session with the consultants. It is anticipated that the use of this method of conducting IEPs will foster and maintain positive relationships with parents of students with disabilities.

The Professional Services Contract Committee established by Board Rule 6Gx13-3F-1.021 reviewed this contractual agreement on February 26, 2004, and recommended that an exception to the rule regarding bids or Request for Proposals be granted as the contractor is the sole source for the provision of these services. Copyright is retained by JDL Associates, Inc.

The appropriation for this item is included in the Other Federal Programs (Contracted Programs Fund) of the 2003-2004 Adopted Budget under Fund 0420, Function 5200, Program 3341, Object 5310, Location 9615.

**RECOMMENDED:** That The School Board of Miami-Dade County, Florida:

1. authorize the Superintendent to enter into a contractual agreement with JDL Associates, Inc., an educational consultant company, April 14-16, 2004, to provide a three-day training to selected staff in the facilitated Individual Educational Plan (IEP) process, in an amount not to exceed \$21,000; and
2. grant an exception to School Board Rule 6Gx13- 3F- 1.021.

The appropriation for this item is included in the Other Federal Programs (Contracted Programs Fund) of the 2003-2004 Adopted Budget.

RKF/BB/cb