

**160-4-7-.16 GEORGIA LEARNING RESOURCES SYSTEM (GLRS).**

**(1) DEFINITIONS.**

(a) Definitions related to all special education rules can be found in State Board of Education Rule 160-4-7-.21 DEFINITIONS.

**(2) EACH GEORGIA LEARNING RESOURCES SYSTEM (GLRS) PROGRAM SHALL:**

(a) Engage in the following statewide activities.

1. Develop and provide training, coaching and support for the implementation of evidence-based practices to support children with disabilities through on-going professional learning with assistance from the Georgia Department of Education, Division for Special Education Services and Supports (GaDOE/DSESS).

2. Provide, with training and supervision by the GaDOE/DSESS, assistance to Local Education Agencies (LEA) in preparation of their Consolidated LEA Improvement Plan (CLIP), including the Individuals with Disabilities Education Act (IDEA) and Support LEAs with IDEA monitoring.

3. Assist LEAs with the development and implementation of any corrective action plans; and assist in the revision of the CLIP following any monitoring on-site reviews, if requested.

4. Collaborate with the GaDOE special education division, and state, regional, and local partners to develop, revise and deliver training and support to parents, school and district leaders, teachers, support staff, related service providers, advocacy groups and other agencies regarding appropriate educational services for children with disabilities.

(b) Engage in other activities relating to GLRS responsibilities as determined by regional and state priorities and GLRS regional needs assessments, comprehensive data analysis of each regions' LEAs, in conformity with the GLRS Scope of Work requirements.

(c) Operate within established parameters of the reviewed GLRS scope of work and budget to satisfy the terms of the contract.

(d) Designate a fiscal agent to oversee the established parameters of the contract. The fiscal agent may be a RESA or LEA in that GLRS region.

1. If most of the LEAs served by the GLRS program desire to change the fiscal agent, a vote shall be taken no later than January 30 of each fiscal year to allow GaDOE ample time for contract forecasting for the next year. Each fiscal agent services at the discretion of the GaDOE. Written notification must be sent to GaDOE to request the change by January 30.

2. If available, funding shall be awarded annually by the State Board of Education to an approved fiscal agent for the operation of the GLRS program upon review of a scope of work and budget submitted annually to the GaDOE.

(e) Submit quarterly program reports as directed by GaDOE.

(f) Be evaluated through a continuous improvement accountability process or as determined necessary by the GaDOE/DSESS.

**(3) THE FISCAL AGENTS FOR GLRS PROGRAMS SHALL:**

(a) Submit a scope of work and detailed budget to the GaDOE by April 1 of each fiscal year, for receipt of funds to operate the GLRS program. The scope of work must include program activities and evaluation plans. The budget must be itemized and align to the scope of work. Both the GLRS scope of work and budget shall be submitted annually and approved by the State board.

(b) Recruit, select, employ, and terminate program personnel.

(c) At a minimum, employ or contract with one fulltime individual, or two parttime individuals that equal a fulltime position, on a twelve-month basis to serve as the primary GLRS program contact(s). The primary GLRS program contact(s) will be required to possess, at a minimum, a level five professional renewable certificate in special education or school psychology. Leadership certification, in addition to the required certification, is a preferred qualification. As appropriate the GaDOE may participate in the selection process for the key staff responsible for implementing the GLRS program.

(d) Provide and maintain adequate and accessible physical facilities and operating equipment, at no cost to the GLRS program.

(e) Submit reports of fund expenditures and assure accurate accounting and reporting of program budgets.

(f) Establish administrative policies and procedures for staff and program operation consistent with state and federal internal control regulations for fiscal management, location, operations, and personnel.

(g) Develop a job description for the GLRS program contact and any other personnel consistent with GLRS program objectives.

(h) Establish and implement procedures for objective evaluation of the GLRS program services, staff performance and program effectiveness.

(i) Report, periodically, fiscal, and other matters pertaining to program operation to the GLRS Advisory Board, GaDOE/ DSESS participating systems and to other agencies as necessary and appropriate.

**(4) THE GLRS ADVISORY BOARD SHALL:**

(a) Assist the fiscal agent in developing written program policies regarding location, operation, personnel, funding priorities and other matters relating to the program.

(b) Advise the GLRS program contact of regional priorities for expenditure of available GLRS funds.

(c) Advise the GLRS program contact of other identified needs in professional learning.

(d) Provide input to the fiscal agent during the development and review of administrative policies for the GLRS program that will provide optimal services to all LEAs served.

(e) Provide ongoing constructive feedback for improved operations regarding GLRS program activities.

(f) Assist the fiscal agent in devising procedures for performance evaluation of GLRS personnel.

(g) Assure compliance with state and federal regulations in planning and implementing GLRS programs and services.

Authority O.C.G.A. § 20-2-152; 20-2-240; 20-2-270; 20-2-270.1; 20-2-273; 20-2-274.

**Adopted:**

**Effective:**