



Responsibilities of the DRDP *access* LEA Contacts

The Desired Results *access* Project requests that each SELPA designate one person to function as a DRDP *access* LEA Contact (multi-district SELPAs may want to designate more than one person as a liaison to the project). The Contact's four primary responsibilities are to:

1. Help disseminate important information about the DRDP *access* Assessment System to the preschool special education teachers, service providers, and administrators who need it most. The information that is disseminated includes professional development resources, policy updates, and timelines for data collection.
2. Contact the Desired Results *access* Project when questions and concerns arise from programs.
3. Identify training and professional development needs and ensure that your SELPA currently has a training team (trained by the Desired Results *access* Project) who can deliver training to new assessors.
4. Attend occasional webinars and/or conference calls to receive updates about the DRDP *access* Assessment System.

Dissemination Strategies

Following are some examples of effective strategies that DRDP *access* LEA Contacts might use to disseminate information:

- Develop an email list of people who need information about the DRDP *access*. This may include the SELPA Director, program administrators, preschool special education teachers and service providers, and data entry personnel.
- Provide brief updates at regularly-scheduled events such as staff meetings, family events, or in-service training.
- Include updates in regularly-scheduled correspondence such as print or electronic newsletters.
- Include updates in training sessions for new staff.
- Meet with your local DRDP *access* training team to make sure they have up-to-date information; if your SELPA or district does not have a DRDP *access* training team, work with the Desired Results *access* Project to establish a team.
- Conduct yearly or twice-yearly information sessions for updating staff previously trained to use the DRDP *access*.
- Hold a conference call in your district or SELPA to share updates.
- Produce DRDP *access* Information Packets for teachers, service providers, and/or families. You might include:
 - DRDP *access* Manual and Rating Record (at www.draccess.org);
 - An Introduction to the Desired Results for Families of Preschoolers with IEPs; and
 - A one-page sheet with specific local information about where and when to submit Rating Records in your school district or SELPA.
- Encourage colleagues to visit www.draccess.org frequently and to sign up for the listserv and Connect! Newsletter.