



**#207-21**

**Commonwealth of Virginia  
Virginia Department of Education  
Superintendent's Memo #207-21**

**DATE:** August 6, 2021  
**TO:** Division Superintendents  
**FROM:** James F. Lane, Ed.D., Superintendent of Public Instruction  
**SUBJECT:** **Implementation of the Virginia Inclusive Self-Assessment and Action Planning Tool: Effective no later than July 2022-2023 school year**

Pursuant to [SB 1288 and HB 2299](#), passed by the 2021 Session of the General Assembly and signed by the Governor on March 30, 2021 (*2021 Acts of Assembly, cc. 451; 452*), each local school division will be required to complete and report the results of an inclusive practice self-assessment and action planning instrument once every three years, commencing no later than the start of the 2022-2023 school year. Each school division will report the results of its assessment and plans for improvement to the Virginia Department of Education (VDOE) and to its (i) division superintendent; (ii) special education director; and (iii) chairs of its local school board and local special education advisory committee.

To support school divisions in the implementation of this statutory requirement (*Virginia Code* § 22.1-215), the VDOE has developed a free online training resource, [Virginia Inclusive Action Planning Guide Tutorial](#). The module provides an overview of the planning guide and the quality indicators for inclusive schools. A copy of the planning guide/self-assessment and a certificate of completion can be downloaded from the module.

In addition to creating the tutorial, VDOE Special Education and Instructional Services invited all divisions to attend a half-day virtual academy on June 29-30, 2021, through the James Madison University Content Teaching Academy. Twenty divisions participated in this

professional development opportunity and received additional tools and resources to assist in the data collection and the necessary planning process for inclusive practice decision-making.

An additional VDOE informational resource, entitled the [K-12 Inclusive Practices Guide](#), is available to assist school divisions and parents looking to improve outcomes for students with disabilities by meeting their needs to the maximum extent possible in general education settings. This Inclusive Practice Guide along with other resources can be found on the [VDOE Inclusive Practice](#) webpage.

### For more information

Questions or concerns relating to the Virginia Inclusive Action Planning Guide Tutorial should be directed to Office of Special Education Instruction via email at [spedinstruction@doe.virginia.gov](mailto:spedinstruction@doe.virginia.gov). Direct questions regarding instructional programs for students with disabilities to Dr. Zenia Burnett, Director, Special Education Instructional Services, via email at [Zenia.Burnett@doe.virginia.gov](mailto:Zenia.Burnett@doe.virginia.gov) or telephone at (804) 225-2707.

JFL/ZB/tc

- A. Attachment: [Virginia Inclusive Practice Action Planning Tool Participant Resources](#)  
(DOCX)