**CHILD DEVELOPMENT SPECIALIST (CDS)**

**PROGRAM PLAN**

**K-8 Program Approval Procedure**

School districts wishing to employ a specific person (one or more) as a Child Development Specialist (CDS) must first have a Child Development Specialist Program Plan approved by the Oregon Department of Education. This plan should be aligned to or part of the District’s Comprehensive Guidance and Counseling Program Plan.

The approved CDS Program Plan must be on file with ODE and should be available to CDS and their supervisors. Annual plan updates are a prerequisite for Child Development Specialist Authorizations (as outlined in section 581-022-1512 of Division 22 requirements). The annual plan update needs to be submitted as part of the request for CDS authorization or reauthorization. A CDS Program Plan shall include descriptions of how the Plan conforms to the fifteen CGC Framework Program components as follows:

**A. Foundation:** A CDS/CGC program is grounded in a set of shared belief that reflect the rationale and focus of the program (*pg. 15-16*). Please provide CDS/CGC Program:

1. **Mission Statement** (*pg. 16-19*)
2. **Program Philosophy** (*pg. 17-18*)
3. **District Policy** (*pg. 20-21*)

**B. Content:** A CDS/CGC Program plan describes curriculum, activities, and services provided to support student progress in academic, career, and social-emotional development, and community involvement (*pg. 22-26*). Please describe CDS/CGC Program:

1. **Guidance Curriculum** (*pg. 26-28*)
2. **Individual Planning** *(pg. 28-30*)
3. **Responsive Services** (*pg. 30-32*)
4. **System Support and Integration** (*pg. 32-33*)
5. **Student Advocacy (**pg. *34-36*)

**C. Resources:** A CDS/CGC Program requires adequate resources to delivercontent to students (*pg. 37-38*):

1. **Professional Staff** (*pg.**38-40*)
2. **Collaborative Structures** ( *pg****.*** *40-42)*
3. **Materials and Facilities** *(pg. 43-45*)
4. **Management Systems** (*pg. 45-47*)

**D. Continuous Improvement:** A CDS/CGC Program requires continuous improvementas demonstrated through (*pg. 48-49*):

1. **Student Progress** (*pg. 50-52*)
2. **Staff Development** (*pg. 53-54*)
3. **Program Planning and Evaluation** (*pg. 55-56*)