

Sample Final Report Worksheet

General Supervision Monitoring (GSM) • On-site
April 2016

District Name Special Education Focused Monitoring Report Worksheet On-site Review

District Code: 00000

ISD Code: 00

Date of Report:

On-site Review Date(s):

Focused Monitoring Team:

Name: Title:

Name:	Title:

Section 1: Focused Monitoring Priority:

General Supervision Monitoring (GSM)

Pursuant to the *Individuals with Disabilities Education Act* (IDEA), §§ 300.600 and 300.149(a)(1)(2), as part of State monitoring and enforcement, the Office of Special Education (OSE) must ensure that the requirements of the IDEA are carried out and that each educational program for children with disabilities meets the State's educational standards. It must review policies, procedures, and practices related to the provision of a free appropriate education (FAPE) for students with an individualized educational program (IEP).

Section 2: Selection Criteria:

The district was selected for a focused monitoring activity as part of the State's general supervisory responsibility to ensure that all districts in the State provide a FAPE to students with an IEP that meets the requirements of the IDEA and the State's educational standards.

Results of On-site Review:

The following monitoring activities were conducted by the OSE team:

- A review of ____ student records
- Interviews with ____ staff members
- A review of the local's policies, procedures, and practices related to students with IEPs

Team Leader Recommendation

- The on-site review yielded findings of noncompliance.
See the following table for specific information on the finding(s).
- The on-site review yielded no findings of noncompliance.

Finding(s) of Noncompliance	Evidence	Applicable State & Federal Rules	Required Corrective Action
Finding _____			

If findings, click here

Correction of Noncompliance:

The State requires the district to revise all noncompliant policies, procedures, and practices and correct all student level noncompliance. The State will verify that the noncompliant policies, procedures, and practices have been revised and all noncompliance corrected through follow-up review of data, interviews, and other documentation. The noncompliance must be corrected as soon as possible.

By November 1, 2016, the district must submit a focused monitoring corrective action plan, and then request verification and closeout by April 1, 2017. Technical assistance will be provided by the OSE staff.

As required by § 300.600 through § 300.609, the local needs to correct all areas of noncompliance as soon as possible, but no later than one year from the date of notification, including verification. If this deadline is not met it will impact the local's determination and the State will take action to promptly bring the local into compliance; this may include increased state supervision and/or financial sanctions.

If findings with Expedited Correction, click here

Correction of Noncompliance:

Items of noncompliance were identified during focused monitoring. An expedited correction has been completed. As required by § 300.600 through § 300.609, the State required the local to revise all noncompliant policies, procedures, and practices and correct all student level noncompliance. The State verified that the noncompliant policies, procedures, and practices have been revised and that all noncompliance has been corrected through follow-up review of data, interviews, and other documentation. All items of student level noncompliance have been corrected. No further corrective action is required.

The local's 2017 Determinations Report may reflect that the local was non-compliant.

If no findings, click here

The on-site review yielded no findings of noncompliance. No corrective action is required.