



**OSSE IDEA, Part B Student Compliance
Monitoring Tool**

2020-21 School Year

Technical Assistance

Jan. 21, 2021

Agenda

- Introduction
- Individuals with Disabilities Education Act (IDEA) Monitoring Overview
- Pre-Monitoring Activities
- IDEA Part B Student Compliance Monitoring Tool
- Risk-Based Monitoring Reports
- Correction of Non-Compliance

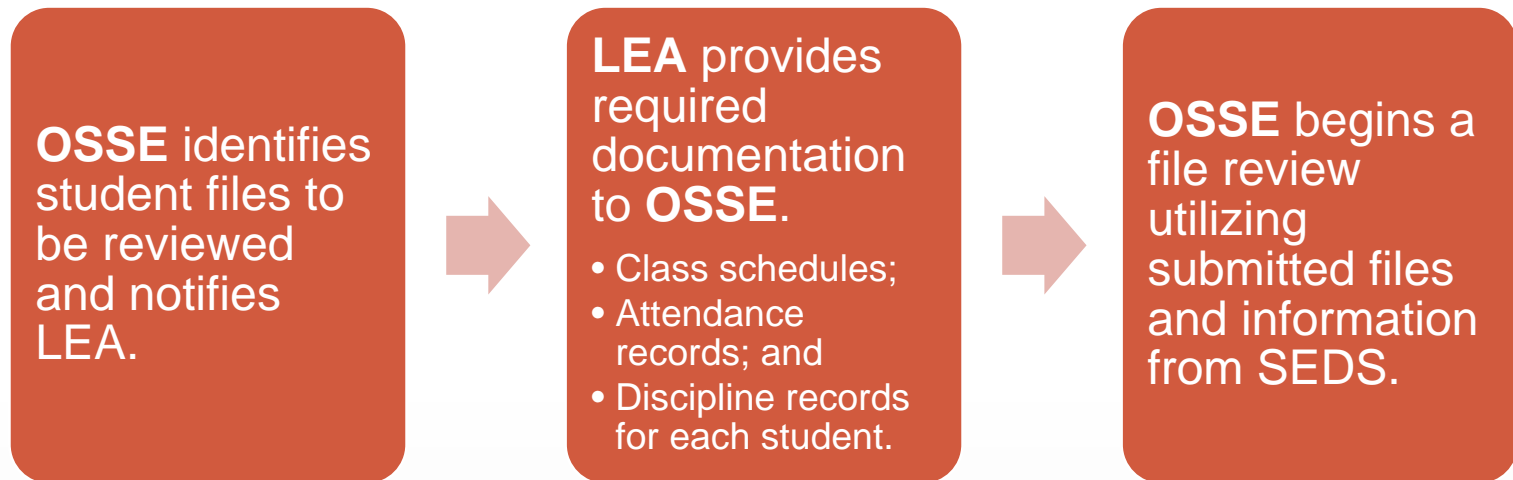
Introduction

- OSSE is the state education agency (SEA) for the District of Columbia.
- OSSE has statutory authority to establish, operate and maintain an administrative process to ensure compliance with all federal statutes for the programs under its jurisdiction.
- The IDEA Section 616 requires each SEA to implement a General Supervision System that monitors the implementation of the IDEA Part B and its accompanying regulations.

IDEA Monitoring Overview

- **Risk-Based Monitoring of IDEA**
 - IDEA Program Monitoring
 - Nonpublic School Monitoring
 - Correctional Facility Monitoring
- Secondary Transition Requirements
- Reevaluation Timeliness
- Initial Evaluation Timeliness
- Significant Disproportionality
- Disproportionate Representation
- Significant Discrepancy
- Child Find

Pre-Monitoring Activities: Action Steps



Four-week timeline

Pre-Monitoring Activities: File Selection

Total Number of Students with IEPs at LEA	Number of Files Reviewed
10-39	5
40 – 99	10
100 – 149	15
150 or more	20

- OSSE considers the following when selecting student files:
 - Grade level
 - The type of the most recent evaluation (initial or reevaluation)
 - Placement (nonpublic v. local)
 - In-state and/or out-of-state transfer status
 - Attending campus



IDEA Part B Student Compliance Monitoring Tool

Monitoring Tool Areas for Review

The monitoring tool focuses on the following areas from IDEA Regulations:

- Initial Evaluation and Reevaluation
- Individualized Education Program (IEP)
- Least Restrictive Environment (LRE)
- Discipline

Initial Evaluation

Indicators 12-14 of the IDEA Monitoring Tool

LEAs must include the following documents in the student's Special Education Data System (SEDS) record:

- Consent to Evaluate
- Procedural Safeguards
- Use of Variety of Data Sources to make Eligibility Determination
 - Must include Parental Input
- Eligibility timeliness
 - Determination made 60 days after signed consent

Reevaluation

Indicators 12, 15 – 17 of the IDEA Monitoring Tool

Review of Reevaluation Data

- LEAs must include the following documents in the students SEDS record:
 - Consent for Reevaluation
 - Procedural Safeguards
 - Use of Variety of Data Sources to determined continued eligibility
 - Reevaluation timeliness

Individualized Education Program (IEP)

Indicators 35 and 36 of the IDEA Monitoring Tool

Initial IEP Compliance

- LEAs must ensure the following:
 - Students initial IEP developed within 30 days of initial eligibility determination
 - Related Services were provided to students within 30 days of development of IEP

Individualized Education Program (IEP)

Indicators 35 and 36 of the IDEA Monitoring Tool

Implementation of Related Services

- LEAs must ensure the following documents in the students SEDS record:
 - Service Trackers are uploaded to the students document file for every related service for which the student is currently eligible

Individualized Education Program (IEP)

Indicators 18-20 of the IDEA Monitoring Tool

IEP Team Meeting Participation

- LEAs must ensure the following:
 - Parents/Adult students receive a Letter of Invitation (LOI) at least one day prior to the IEP meeting
- The following members must participate in the student's IEP meeting:
 - Regular education teacher
 - Special education teacher
 - LEA designee
 - Evaluation interpreter

Individualized Education Program (IEP)

Indicators 21-23 of the IDEA Monitoring Tool

Present-Levels of Performance

- LEAs must ensure the student's IEP includes the following:
 - Current academic and functional performance
 - How the student's disability effects their participation in general education curriculum/activities

Individualized Education Program (IEP)

Indicators 24-27 of the IDEA Monitoring Tool

Annual Goals and Progress Monitoring

- LEAs must ensure the students IEP and record includes the following:
 - Measurable academic goals and related services goals that are updated annually
 - Progress Monitoring measures included on the IEP, i.e., the frequency and mode
 - Student Progress Reports are completed quarterly in all areas of concern and uploaded into SEDS

Individualized Education Program (IEP)

Indicators 30 – 34 of the IDEA Monitoring Tool

Additional IEP Items

- LEAs must ensure the student's IEP includes the following:
 - Extended School Year (ESY) eligibility determination with completed worksheet
 - Transfer of rights documentation for students turning 18 years of age
 - Alternative assessment eligibility decision and evidence for determination, if student is found eligible

Least Restrictive Environment (LRE)

Indicators 40 – 42 of the IDEA Monitoring Tool

- LEAs must ensure the students IEP includes the following:
 - There is clear alignment between the students;
 - IEP goals
 - Present-Levels of Performance
 - Specialized Instruction hours and
 - Students placement
 - Notes additional Supplemental Aids and Services were considered for the student

Discipline

Indicators 43 – 45 of the IDEA Monitoring Tool

Additional Student Review Areas

- LEAs are required to provide:
 - Discipline reports
 - For students who were removed for 10 or more school days in the school year;
 - Manifestation Determination Review (MDR) meeting notes
 - Documentation that parents were notified of removal
 - Evidence that parent was provided with Procedural Safeguards




Risk-Based Monitoring Reports

Risk-Based Monitoring Reports

Where to see your findings in DCCATS

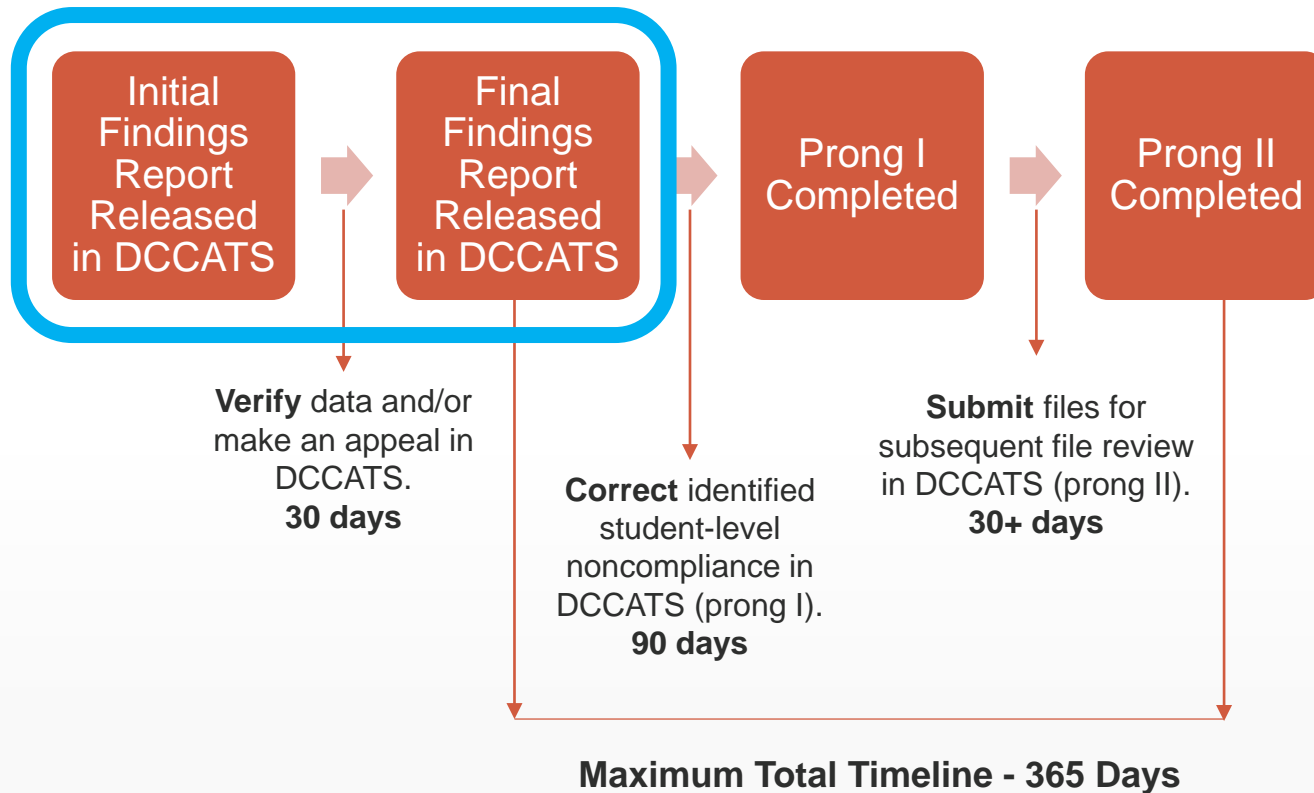
← → ↻ dccats.spedsis.com/Compliance/ComplianceSummaryReport?complianceAdminReportId=1462



DC CATS
District of Columbia Corrective Action Tracking System

Home	Data Entry	Reports	Documents	Dashboard	Admin	Help	Log Out		
LEA Onsite Initial Release Date: 4 Days Remaining: 3 Expected Date of Sub Print Final Report Print Initial Report Export Report	Secondary Transition	Initial Evaluation	Reevaluation	C to B Transition	Incident Report Monitoring SY 2019-2020	Nonpublic Onsite Visit Reports 2019-2020	Nonpublic Student Reports 2019-2020	Part B LEA Onsite Visit Reports 2019-2020	Part B Other Findings Reports 2019-2020
									2019-2020
									Viewing Data For District of Columbia Public Schools View by School: <input type="text" value="District of Columbia Public Schools"/>
									LEA Onsite Visit: LEA Compliance Summary 2019-2020
									LEA Onsite Visit: LEA Noncompliance 2019-2020
									LEA Onsite Visit: Student Compliance Summary 2019-2020
									LEA Onsite Visit: Student Noncompliance 2019-2020
									LEA Onsite Visit: Prona 2 Verification 2018-2019

Initial and Final Findings Reports



Risk-Based Monitoring Reports

OSSE will issue two monitoring reports via email and the District of Columbia Corrective Action Tracking System (DCCATS):

1. **Preliminary monitoring report:** Within 70 days of the desktop review, OSSE will release the preliminary monitoring report summarizing the results of the monitoring review.

LEAs will have up to 30 calendar days to review and provide any additional evidence.*

LEAs may:

- Seek clarification about findings to properly correct file
- Appeal any findings the LEA deems incorrect
- Provide additional information to OSSE

Please Note: Once the 30 day correction window is closed, LEAs cannot revisit findings or submit appeals to OSSE for review

2. **Final findings report** released in DCCATS for LEA review.

* 30 days allotted instead of the standard 10 days into DCCATS and SEDS.





Correction of Non-Compliance

Correction of Noncompliance

OSSE uses a two-prong approach when verifying the correction of noncompliance:

Prong I:

LEA corrects individual student noncompliance

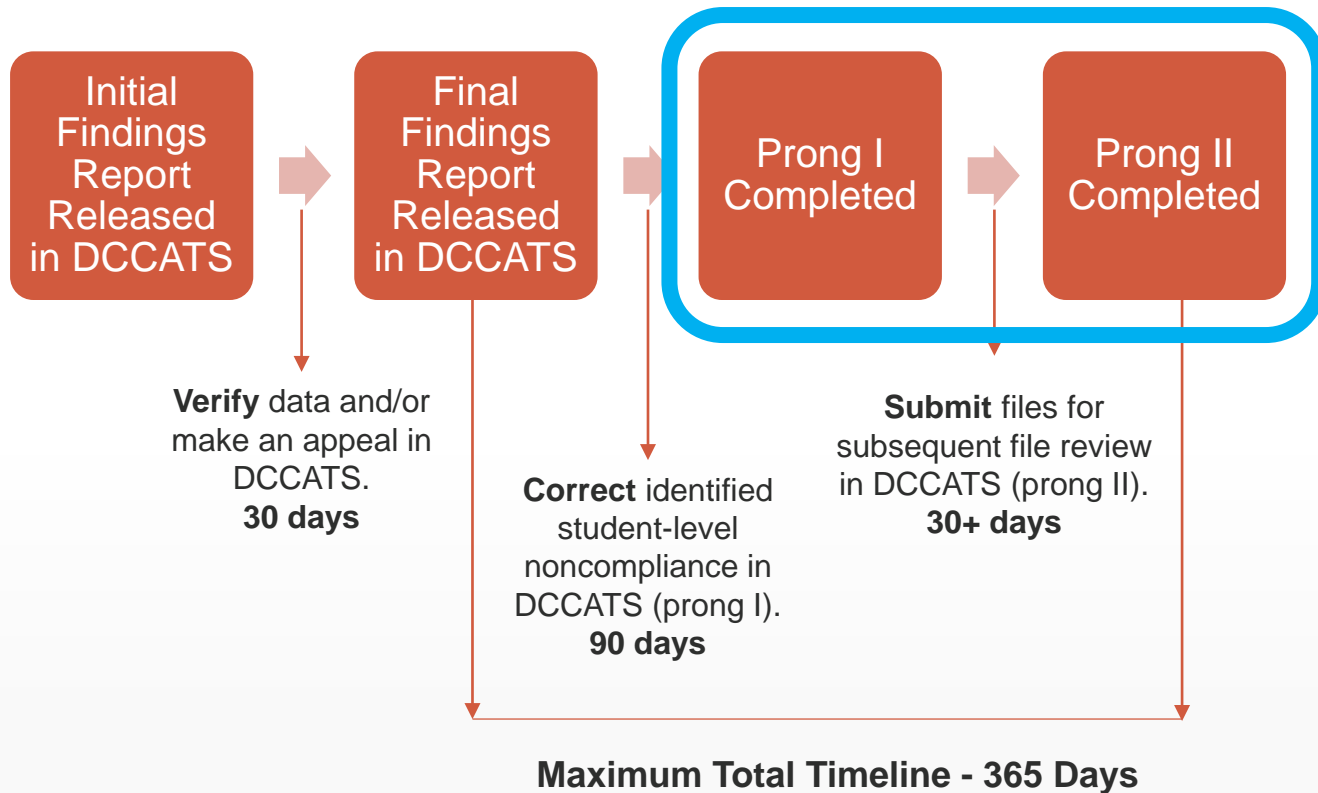
Action step: LEA uploads necessary documentation in the noncompliance report in DCCATS to demonstrate that the student-level noncompliance has been corrected.

Prong II:

LEA demonstrates compliant implementation of specific regulatory **requirement**

- **Action step:** LEA identifies student file(s) and enters student name and USI information in the prong II report in DCCATS.

Timeline for Correction of Noncompliance



Prong II File Requirements

Once your LEA completes Prong 1 in DCCATS, your LEA's Prong II report will open and will populate the number of files your LEA must submit.

Number of files flagged for Noncompliance	Number of student files to upload for Prong II
1-5 files	1 file
6-10 files	2 files
11-15 files	3 files
16-19 files	4 files
20 + files	5 files

Closing Findings of Noncompliance

- **Closure of identified noncompliance** - The LEA will be notified in writing and through DC-CATS that the finding of noncompliance is closed once the finding has been completely addressed and compliance has been achieved.
- **Ongoing LEA Activities** - LEAs should continue to conduct reviews of records and activities to identify any areas of need that may arise before future OSSE monitoring activities.
- **Longstanding noncompliance** – Identified noncompliance that remains open or uncorrected beyond the one-year (365-day) correction period will result in additional enforcement actions by OSSE and will affect the LEA's annual determination. Likewise, the LEA's timely correction of noncompliance will also be favorably considered in the LEA's annual determination.



Questions?



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Thank you!

