



SOUTH CAROLINA
STATE DEPARTMENT
OF EDUCATION

What Do We Do Now?

Guidance for LEAs for the Year

Following a Monitoring Visit

Office of Special Education Services
Research to Practice
July 2014

[Compliance Musical](#)

Session Agenda

- **IDEA Regulations and OSEP Memo 09-02**
- **Discussion of Findings Letter & Attachments**
- **Explanation of Prong 1**
- **Explanation of Prong 2**
- **Q & A Sessions (General and Specific)**

IDEA Monitoring Regulations

(Code of Federal Regulations, Title 34, Part 300)

- § 300.149 – State responsibilities for general supervision
- § 300.600 – State monitoring & enforcement
- § 300.601 – State performance plans & data collections
- § 300.602 – State use of targets & reporting

OSEP Memo 09-02

- The State must account for all instances of noncompliance including noncompliance identified through the State's on-site monitoring system;
- The State must give written notice of findings of noncompliance and timelines for corrective actions;
- For systemic issues, the State must determine that LEA is correctly implementing the specific regulatory requirement based on the State's review of updated data;
- All corrections (and State verification of those corrections) must be made as soon as possible, but in no case more than one year from identification.

OSSES Compliance Monitoring Process



Findings Letter & Attachments

- Sent approximately thirty business days following the on-site visit
- Letter sent to Director (and copied to Superintendent) with findings of noncompliance identified along with commendations, concerns, and recommendations
- Attachments to the letter:
 - IEP Development Summary
 - IEP Implementation Summary
 - Indicator 13 Summary
 - Other LEA specific attachments

Correcting Findings of Noncompliance

- LEA submits a Corrections and Ongoing Improvement Plan (COIP)
- Prong 1
 - LEA submits completed Individual Student Corrections Form or worksheet and evidence of completion of individual student corrections and OSES verifies that the corrections have been completed
 - LEA submits completed LEA Corrective Action Form and evidence of systemic corrective actions (e.g., policy and procedure changes, professional development, technical assistance, etc.) and OSES verifies that corrective actions have been completed
- Prong 2
 - OSES reviews records for a new, smaller subset of students (with IEPs developed after post monitoring PD) to determine whether those systemic issues identified in have been effectively addressed
 - LEA corrects any new findings from Prong 2 review

Submitting Correction Forms and Supporting Documents to the OSES

- For LEA corrective actions: Identify the documents that demonstrate completion of corrective actions by name/description and date (e.g., “Agenda for PD held on 12/12/14” or “Sign in sheet for PD held on 12/12/14”); and submit copies of these documents
- For individual student corrections: Identify the Excent/Enrich documents available online, and sections within those documents, that demonstrate completion of the corrections (e.g., “IEP dated 12/12/14, PLAAFP, Goals, and LRE” or “PWN dated 12/12/14”); and identify and submit to OSES a hard copy of any supporting document that is not available online
- Copies can be scanned and emailed, or sent by fax or mail, to the Lead Monitor and Technical Assistance Contact

TIMELINES FOR CORRECTIONS

- Individual student corrections and LEA corrections must be made within nine (9) months of the issuance of the findings packet to allow time for verification and prong 2
- All corrections, including systemic corrective actions and verification through prong 2, must be completed as soon as possible but no later than one year from the date of the findings packet

Dates to Remember!!

LEA Name	Lead Monitor	Technical Assistance Contact	Prong 1 Deadline	Prong 2 Deadline
Georgetown	Ann Moore		8/18/2014	11/18/2014
Lexington 4	Kathleen Heiss		8/22/2014	11/22/2014
Greenwood 50	Karen Bradford		10/9/2014	1/9/2015
Pickens	Ann Moore		10/17/2014	1/17/2015
Marion	Kathleen Heiss		11/28/2014	2/28/2015
Oconee	Karen Bradford		12/3/2014	3/13/2015
Orangeburg 5	Kathleen Heiss		12/11/2014	3/12/2015
Spartanburg 7	Karen Bradford		1/5/2015	4/3/2015

Dates to Remember!!

LEA Name	Lead Monitor	Technical Assistance Contact	Prong 1 Deadline	Prong 2 Deadline
Barnwell 29	Kathleen Heiss		3/16/2015	6/16/2015
Edgefield	Kathleen Heiss		3/24/2015	6/24/2015
Dorchester 2	Karen Bradford		1/4/2015	4/4/2015
York 1	Ann Moore		1/23/2015	4/23/2015
Beaufort	Ann Moore		2/12/2015	5/12/2015
Anderson 3	Ann Moore		3/2/2015	6/2/2015
Horry	Karen Bradford		3/5/2015	6/5/2015
Lexington 3	Kathleen Heiss		3/18/2015	6/18/2015

OSSES Support

- Project Managers
- Technical Assistance Coordinators (TAC)
- Technical Assistance & Professional Development
 - Provided by OSSES staff
 - Brokered by OSSES staff
- Webinars & Meetings
- Fall and Spring Admin
- Research-to-Practice
- Links & Connections to Other Organizations, LEAs, & providers

General Q & A

Any questions about the processes for correction and verification?

LEA Specific Q & A

- **Group Ann** – Georgetown, Pickens, York 1, Beaufort, Anderson 3
- **Group Karen** – Greenwood 50, Oconee, Spartanburg 7, Dorchester 2, Horry
- **Group Kathleen** – Lexington 4, Marion, Orangeburg 5, Barnwell 29, Edgefield, Lexington 3

**If you have questions or need
assistance, please call:**

The Office of Special Education Services
(803) 734-8224

