

Cyclical Monitoring

Special Education Department
Illinois State Board of Education

Agenda



Introductions



Why did ISBE implement cyclical monitoring?



Cyclical Monitoring Process



How to Prepare for Cyclical Monitoring



Moving Forward

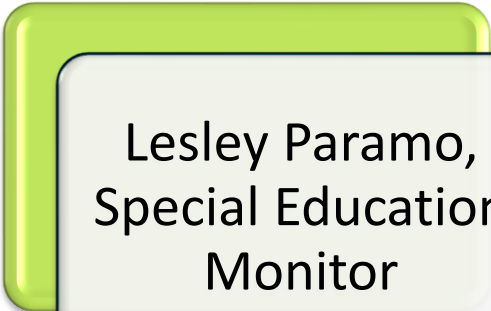


Questions

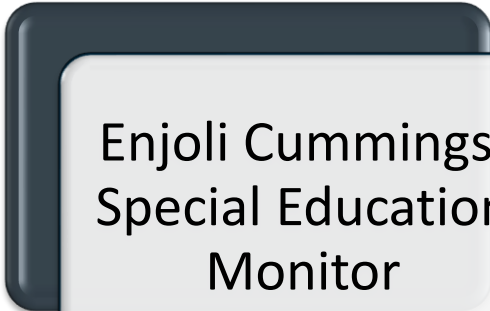
Introductions



Kristina Holloway,
Special Education
Monitoring Lead



Lesley Paramo,
Special Education
Monitor

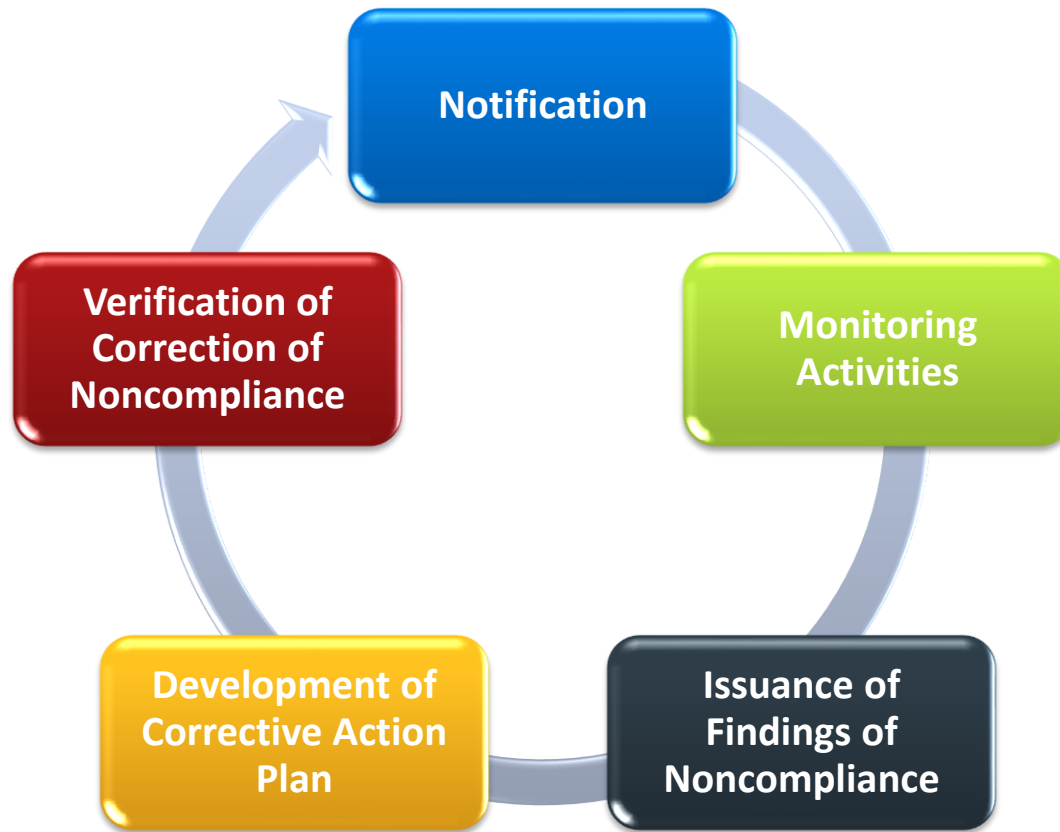


Enjoli Cummings,
Special Education
Monitor

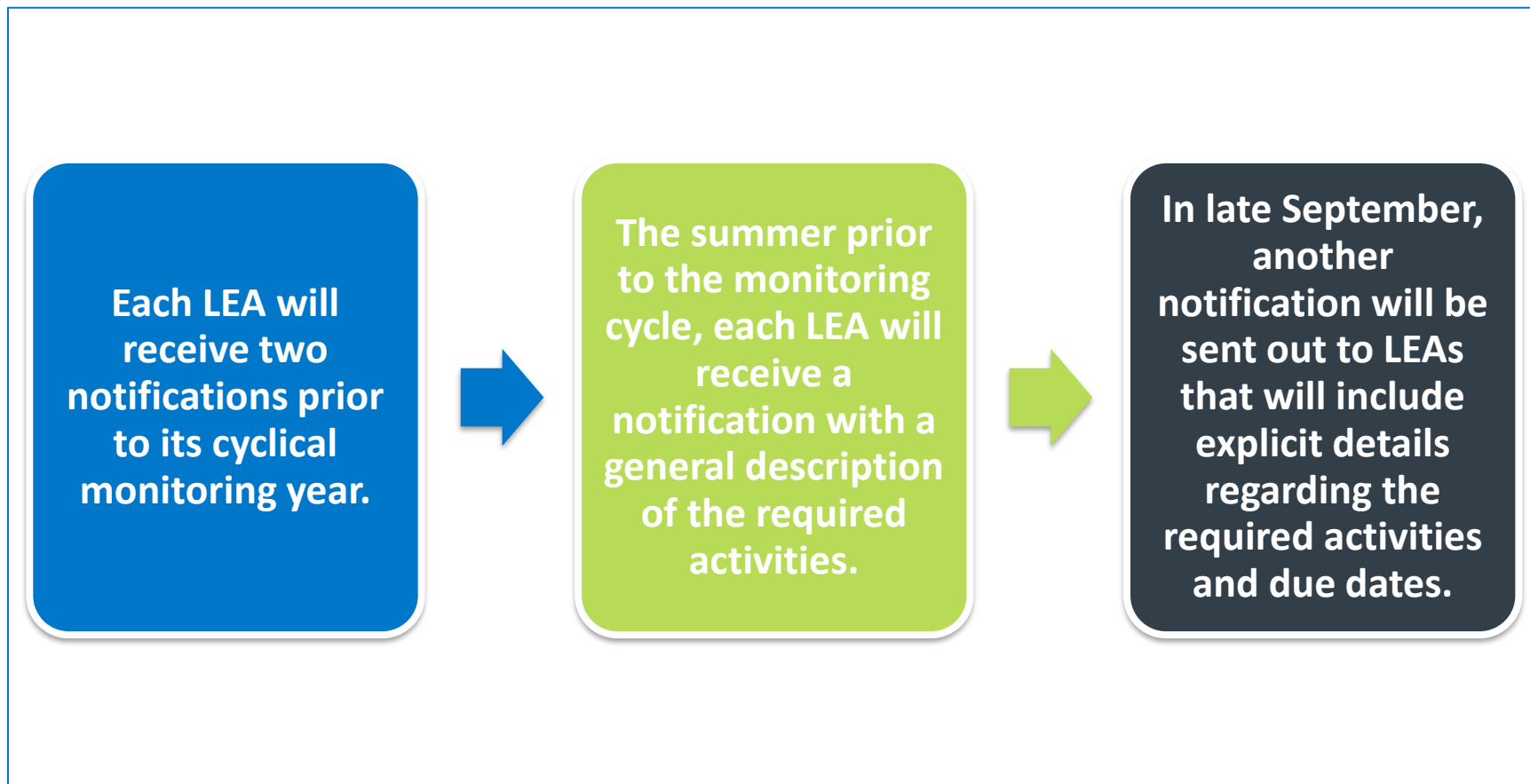
Why did ISBE implement cyclical monitoring?



Cyclical Monitoring Process



Notification



Monitoring Activities

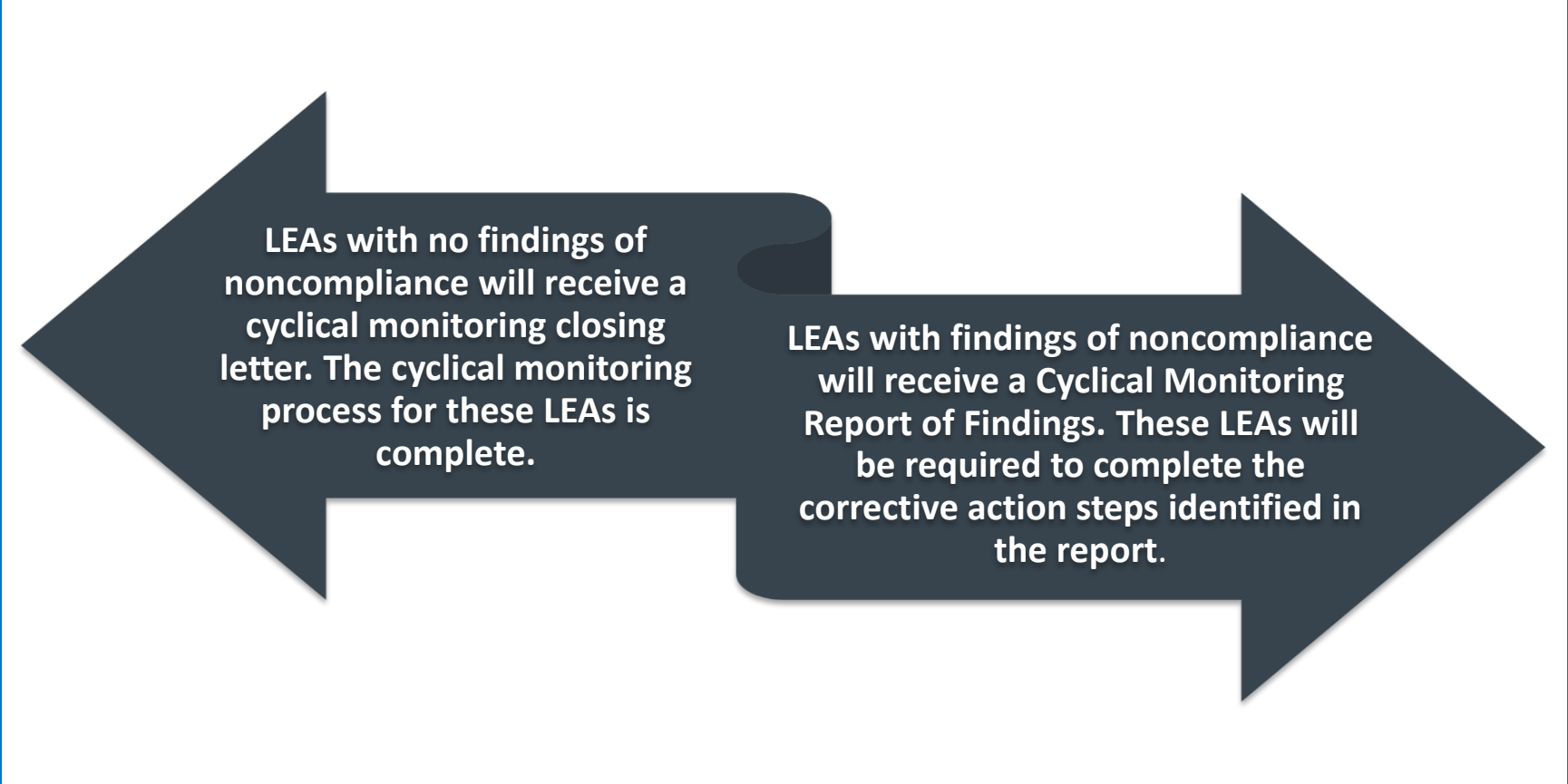
View required webinar.

Complete required IEP file reviews.

Complete the Comprehensive Assessment of Special Education Policies and Procedures.

Submit required documents to assigned ISBE principal consultant.

Monitoring Findings



LEAs with no findings of noncompliance will receive a cyclical monitoring closing letter. The cyclical monitoring process for these LEAs is complete.

LEAs with findings of noncompliance will receive a Cyclical Monitoring Report of Findings. These LEAs will be required to complete the corrective action steps identified in the report.

Correction of Noncompliance

LEAs must complete a Corrective Action Plan (CAP) outlining the root cause for the noncompliance and identify the staff who will be responsible for ensuring the correction of noncompliance is completed.

Once ISBE can verify that the correction of noncompliance is complete, the LEA will be issued a closing letter, and the cyclical monitoring process will be complete.

LEAs must correct all noncompliance no later than 1 year from the date of notification.

Top 5 Findings of Noncompliance

No documentation of the provision of PUNs, ABE account information, and/or behavioral policies and procedures for students with disabilities.

Provision of three-day draft was not documented or not provided.

Notification of Conference did not align to IEP meeting sign-in sheet.

- Signed excusal forms missing from student files.

Annual SMART goals and objectives were not measurable.

Transition Plan Assessments did meet the requirements of the regulations.



Preparing for Cyclical Monitoring

The Prep Work

Partner with ISBE

- ISBE wants to build relationships with our LEAs and collaborate with them for improvement.
- Please ask for help if you need it.

Communicate with Staff

- Ensure **all** staff members understand the process and the rationale.

The Prep Work

Review

- Review IEPs with staff members to identify areas that may be noncompliant.

Use

- Use the IEP review form to complete practice reviews of IEPs.

Work

- If areas of noncompliance are identified, work with staff to ensure these are addressed to prevent future noncompliance.

The Prep Work

Review

- Review policies and procedures to ensure they align with regulations.

Use

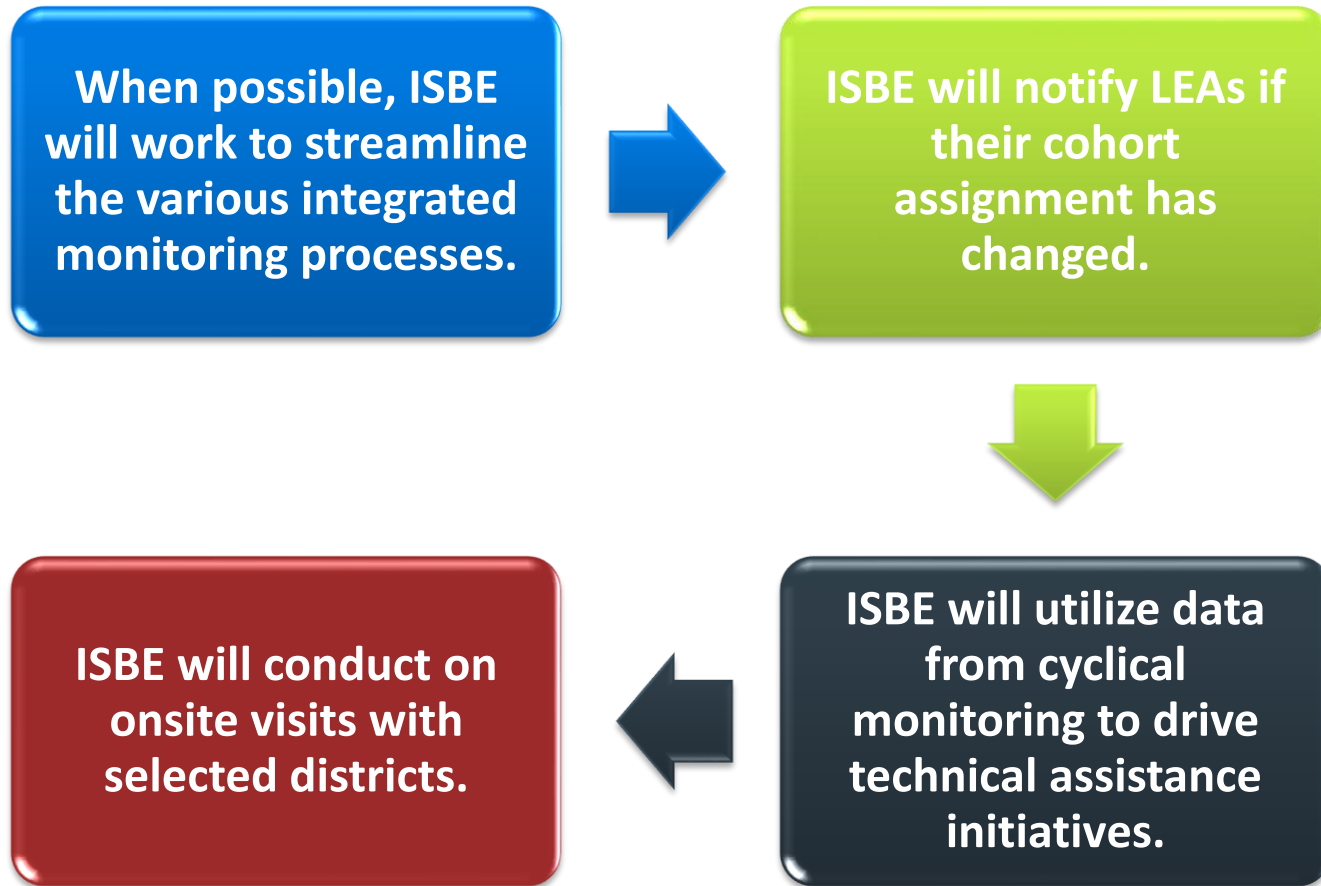
- Use the Comprehensive Assessment to make sure policies and procedures align to regulations.

Update

- Update anything that doesn't align to the regulations.



Moving Forward





Questions?

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Thank you