

# Desk Audit Compliance Audit Checklist

## Student Success Plans

**District/Charter:** \_\_\_\_\_ **Reviewer:** \_\_\_\_\_

**School:** \_\_\_\_\_ **Desk Audit Review Date(s):** Oct (last week), Dec (second week), Feb (last week), Apr (last week)

**Date that data/documentation is available:**

Ongoing

**Legislation/Regulation Authority:**

Title 15; Regulation 505

**Intent of the Legislation/Regulation:**

Each student has an individualized 5 year plan toward a post high school goal

**Focus of Review:**

Ensure compliance with Regulation 505

**Method of Assessment:** (Check all that apply)

- Document Review
  - Requires district submission
  - Resides at DOE
- Data Analysis
  - Requires district submission
  - Resides at DOE

**From 2007 to 2009 what guidance, technical assistance, and/or professional development has been offered to the districts and charters regarding this regulation?**

Numerous trainings and technical assistance by DDOE staff. Emails/newsletters on an almost monthly basis. Trainings at the district and school levels by Career Cruising staff.

Required District and Charter School Compliance Items of Student Success Plans	Check in 2009-10? (Y/N)	Evidence	Compliance			Comments
			Yes	No	N/A	
All required grades (8-11 for SY09/10) are participating	Y	Career Cruising Reports				
For a student with an Individualized Education Program (IEP) the Student Success Plan (SSP) shall also incorporate the other aspects of the transition plan required by 14 DE Admin. Code 925.	Y	Online IEPs				
All required grades (8-11 for SY09/10) are participating	Y	Career Cruising Reports				