

Special Education
 Student Record Review Protocol
 Delaware Department of Education
 Exceptional Children Resources
 October 2010

Areas of Review: Evaluation, Reevaluation, Eligibility, Procedural Safeguards, Secondary Transition, IEP

Instructions for Completing Record Review:

1. For questions involving evaluations and eligibility, select the most current evaluation and eligibility determination.
2. For questions involving IEP meetings, select the most current IEP meeting in which the annual IEP was developed.
3. For questions involving IEP development, select the most current annual IEP.
4. Note: the files of transfer students shall be omitted from the October 2010 review.

Name of DOE Representative Completing Record Review:	Date of Record Review:
School District or Charter School:	School:
School Contact:	Student Name:
Student Date of Birth:	Student Age on Review Date:
Student Grade Level:	Student Disability Classification:

EVALUATION and ELIGIBILITY

Item #	Item Text	Response Criteria	Y	N	NA	Corrective Actions
<p style="text-align: center;">EVL 1</p> <p>14 DE Admin Code §925.2.0</p> <p>34 CFR §300.301</p> <p style="text-align: center;">APR 11</p>	<p>Initial evaluation conducted and eligibility determined within 45 school days or 90 calendar days (whichever is less) of LEA receiving written parental consent</p>	<p>Yes = ESR completed within the timeline.</p> <p>No = ESR NOT completed within timeline.</p> <p>N/A = The last evaluation was a reevaluation; OR timeline does not apply because the parent of Student repeatedly failed to produce Student for evaluation; OR Student enrolled in a school of another LEA after the time frame began, and prior to a determination by Student's previous LEA as to whether Student is eligible for services.</p>				<p>Student Level: Promptly conduct the initial evaluation and determine eligibility (if not yet completed).</p> <p>LEA Level: (<95%) : Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE.</p>
<p style="text-align: center;">EVL 2</p> <p>14 DE Admin Code §925.3.0</p> <p>34 CFR §300.303</p>	<p>Reevaluation conducted at least once every three years</p>	<p>Yes = ESR completed within three years of last eligibility determination.</p> <p>No = ESR NOT completed within three years of last eligibility determination.</p> <p>NA = The last evaluation was an initial evaluation; OR the parent and LEA agreed a reevaluation was unnecessary.</p>				<p>Student Level: Promptly conduct the reevaluation and determine eligibility (if not yet completed).</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE.</p>
<p style="text-align: center;">EVL 3</p> <p>14 DE Admin Code §925.4.0</p> <p>34 CFR §300.306</p>	<p>Variety of sources used to determine eligibility</p>	<p>Yes = File contains documentation from at least two sources used to determine eligibility, including, but not limited to:</p> <ul style="list-style-type: none"> • Review of existing evaluation data; • Information from RTI process; • Observations (classroom based, teacher, and related service providers); • Current classroom, local or state assessment(s), and/or • Evaluations and input provided by parent(s). <p>No = File does NOT contain documentation from at least two sources used to determine</p>				<p>Student Level: Convene IEP team and re-determine eligibility using a variety of assessment tools and strategies.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE.</p>

eligibility.

EVALUATION and ELIGIBILITY

Item #	Item Text	Response Criteria	Y	N	NA	Corrective Actions
<p>EVL 4</p> <p>14 DE Admin Code §925.6.0</p> <p>34 CFR §300.306</p>	<p>Special Rule for Eligibility Determination:</p> <p>ESR documents the IEP team ruled out lack of appropriate instruction in reading/math or Limited English Proficiency (LEP) as determinant factor for eligibility determination</p>	<p>Yes = ESR documents the IEP team’s consideration of special rule.</p> <p>No = ESR does NOT document the IEP team’s consideration of special rule.</p>				<p>Student Level: Convene the IEP team and re-determine eligibility, including consideration of special rule.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE.</p>
<p>EVL 5</p> <p>14 DE Admin Code §925.6.0 §925.11.0</p> <p>34 CFR §300.306 §300.311</p>	<p>ESR documents the evaluation and eligibility determination, including specific requirements for students with a learning disability (as applicable)</p>	<p>Yes = ESR documents the evaluation and eligibility determination as required.</p> <p>No = ESR does NOT document the evaluation and/or eligibility determination as required.</p>				<p>Student Level: Revise the ESR to document the evaluation and eligibility determination as required, and provide the parent with a copy.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE.</p>
<p>EVL 6</p> <p>14 DE Admin Code § 925.6.0</p> <p>34 CFR §300.306</p>	<p>For students without a learning disability (LD):</p> <p>Eligibility was determined by a group of qualified professionals (IEP team) and the parent</p>	<p>Yes = File contains evidence qualified professionals and the parent participated in the eligibility determination.</p> <p>No = File does NOT contain evidence qualified professionals and/or the parent participated in the eligibility determination.</p> <p>NA = Student has a LD.</p>				<p>Student Level: Convene the IEP team and re-determine eligibility, including all qualified professionals and the parent.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE.</p>

EVALUATION and ELIGIBILITY

Item #	Item Text	Response Criteria	Y	N	NA	Corrective Actions
<p style="text-align: center;">EVL 7</p> <p>14 DE Admin Code §925.8.0</p> <p>34 CFR §300.308</p>	<p>For students with a learning disability (LD):</p> <p>Eligibility was determined by the parent and qualified professionals, including:</p> <ul style="list-style-type: none"> • the student’s regular education teacher; or if the student does not have a regular education teacher (or preschool teacher), a regular education teacher (or preschool teacher) qualified to teach a student of similar age; AND • at least one person qualified to conduct individual diagnostic examinations of students, such as school psychologist, speech-language pathologist, or remedial reading teacher 	<p>Yes = File contains evidence qualified professionals and the parent participated in the eligibility determination.</p> <p>No = File does NOT contain evidence qualified professionals and/or the parent participated in the eligibility determination.</p> <p>NA = Student does not have a LD.</p>				<p>Student Level: Convene the IEP team and re-determine eligibility, including all qualified professionals and the parent.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE.</p>

PROCEDURAL SAFEGUARDS (Evaluation and Eligibility)

Item #	Item Text	Response Criteria	Y	N	NA	Corrective Actions
<p>PRS 1</p> <p>14 DE Admin Code §926.3.0</p> <p>34 CFR §300.503</p>	<p>Prior written notice provided to the parent upon initial evaluation AND contains:</p> <ul style="list-style-type: none"> • A description of the action proposed or refused; • An explanation of why the action is proposed or refused; • A description of each evaluation or report used as the basis for the proposed or refused action; • A statement of the parents' procedural safeguards; • Sources for parents to contact in understanding the regulations; and • A description of the other options considered by the IEP team and why those options were rejected. 	<p>Yes = Copy of prior written notice in file.</p> <p>No = Copy of prior written notice NOT in file.</p> <p>NA = The last evaluation was a reevaluation; OR Student transferred from another LEA where the initial evaluation was conducted and the prior written notice is not included in the transfer records.</p>				<p>Student Level: Not correctable at the student level.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE.</p>

PROCEDURAL SAFEGUARDS (Evaluation and Eligibility)

Item #	Item Text	Response Criteria	Y	N	NA	Corrective Actions
<p>PRS 2</p> <p>14 DE Admin Code §926.3.0</p> <p>34 CFR §300.503</p>	<p>Prior written notice provided to the parent upon reevaluation</p>	<p>Yes = Copy of prior written notice in file.</p> <p>No = Copy of prior written notice NOT in file.</p> <p>NA = The last evaluation was an initial evaluation; OR Student transferred from another LEA where the reevaluation was conducted and the prior written notice is not included in the transfer records.</p>				<p>Student Level: Not correctable at the student level.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE.</p>
<p>PRS 3</p> <p>14 DE Admin Code §925.1.0</p> <p>34 CFR §300.300</p>	<p>Parent consent obtained prior to initial evaluation</p>	<p>Yes = Parent consent was obtained prior to initial evaluation.</p> <p>No = Parent consent was NOT obtained prior to initial evaluation.</p> <p>NA = The last evaluation was a reevaluation; OR Student transferred from another LEA where the initial evaluation was conducted and the signed consent is not included in the transfer records; OR Student reached the age of majority and IDEA rights have transferred to Student.</p>				<p>Student Level: Not correctable at the student level.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE.</p>
<p>PRS 4</p> <p>14 DE Admin Code §925.1.0</p> <p>34 CFR §300.300</p>	<p>Parent consent obtained prior to reevaluation</p>	<p>Yes = Parent consent was obtained prior to reevaluation.</p> <p>No = Parent consent was NOT obtained prior to reevaluation.</p> <p>NA = The last evaluation was an initial evaluation; OR Student transferred from another LEA where the reevaluation was conducted and the signed consent was not included in the transfer records; OR Student reached the age of majority and IDEA rights have transferred to Student; OR the LEA made reasonable efforts to obtain consent</p>				<p>Student Level: Not correctable at the student level.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE</p>

and the parent failed to respond.

INVITATION TO MEETING

Item #	Item Text	Response Criteria	Y	N	NA	Corrective Actions
<p>IEP 1</p> <p>14 DE Admin Code §925.22.0 §926.1.0</p> <p>34 CFR §300.322 §300.501</p>	<p>Invitation (notice) to IEP meeting provided to the parent at least 10 school days prior to meeting</p>	<p>Yes = Copy of invitation in file and provided to the parent within the timeline; OR the parent agreed to waive and/or shorten the 10 day notice period.</p> <p>No = Invitation NOT provided to the parent within the timeline; OR copy of invitation NOT in file.</p> <p>NA = Student transferred from another LEA where the IEP meeting was held and the invitation to meeting is not included in the transfer records; OR Student reached the age of majority and IDEA rights have transferred to Student.</p>				<p>Student Level: Not correctable at the student level.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE.</p>
<p>STR 1</p> <p>14 DE Admin Code §925.21.0</p> <p>34 CFR §300.321</p>	<p>For students of transition age:</p> <p>With the consent of the parent or Student (who has reached the age of majority), invitation of meeting was provided to a participating agency likely to be responsible or paying for transition services</p> <p>NOTE: Review file for invitation AND consent</p>	<p>Yes = File contains evidence of invitation to agency representative AND consent from the parent or Student.</p> <p>No = File does NOT contain evidence of invitation to agency representative AND/OR consent from the parent or Student.</p> <p>NA = Student is not of transition age; OR not appropriate to invite agency representative; OR Student transferred from another LEA where the IEP meeting was held and the invitation to meeting and/or consent is not included in the transfer records.</p>				<p>Student Level: Obtain consent from the parent or Student; AND, as appropriate, convene the IEP team with invitation to agency representative.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of the above to DOE.</p>

IEP TEAM PARTICIPANTS

Item #	Item Text	Response Criteria	Y	N	N A	Corrective Actions
<p style="text-align: center;">IEP 2</p> <p>14 DE Admin Code §925.22.0 §926.1.0</p> <p style="text-align: center;">34 CFR §300.322 §300.501</p>	<p>Parent of Student was in attendance at IEP meeting or afforded the opportunity to participate</p>	<p>Yes = Parent attended the IEP meeting; OR the parent did not attend and there is a record of attempts to schedule the meeting at a time when the parent could attend.</p> <p>No = Parent did NOT attend the meeting AND there is no record of attempts to schedule the meeting at a time when the parent could attend.</p> <p>NA = Student has reached the age of majority and IDEA rights have transferred to Student.</p>				<p>Student Level: Convene the IEP team with the parent in attendance or provided the opportunity to participate.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of the above to DE DOE.</p>
<p style="text-align: center;">IEP 3</p> <p>14 DE Admin Code §925.21.0</p> <p style="text-align: center;">34 CFR §300.321</p>	<p>A regular education teacher of Student attended the IEP meeting (if Student is or may be participating in the general education environment)</p>	<p>Yes =</p> <ul style="list-style-type: none"> • Regular education teacher was in attendance; OR • Parent and LEA agreed, in writing, teacher's attendance not necessary because his/her curriculum area not modified or addressed at meeting; OR • Teacher excused with prior written consent of parent and LEA and teacher provided written input into the development of the IEP prior to meeting. <p>No = Regular education teacher was NOT in attendance AND no evidence of proper excusal.</p> <p>NA = Student does not, and is not anticipated to, participate in the regular education environment.</p>				<p>Student Level: Convene the IEP team with a regular education teacher in attendance.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of the above to DOE.</p>

IEP TEAM PARTICIPANTS

Item #	Item Text	Response Criteria	Y	N	NA	Corrective Actions
<p style="text-align: center;">IEP 4</p> <p>14 DE Admin Code §925.21.0</p> <p>34 CFR §300.321</p>	<p>A special education teacher of Student attended the IEP meeting, or where appropriate, not less than one special education provider for 3 to 5 year old students</p>	<p>Yes =</p> <ul style="list-style-type: none"> • Special education teacher was in attendance; OR • Parent and LEA agreed, in writing, teacher's attendance not necessary because his/her curriculum area not modified or addressed at meeting; OR • Teacher excused with prior written consent of parent and LEA and teacher provided written input into the development of the IEP prior to meeting. <p>No = Special education teacher was NOT in attendance AND no evidence of proper excusal.</p>				<p>Student Level: Convene the IEP team with a special education teacher in attendance.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of the above to DOE.</p>
<p style="text-align: center;">IEP 5</p> <p>14 DE Admin Code §925.21.0</p> <p>34 CFR §300.321</p>	<p>An LEA representative attended the IEP meeting AND is:</p> <ul style="list-style-type: none"> • qualified to provide, or supervise the provision of, specially designed instruction to meet the unique needs of students with disabilities; • knowledgeable about the general education curriculum; • knowledgeable about the availability of resources of the public agency; AND • authorized to commit agency resources and be able to ensure IEP services are provided 	<p>Yes =</p> <ul style="list-style-type: none"> • LEA representative was in attendance; OR • Parent and LEA agreed, in writing, LEA representative's attendance not necessary because his/her curriculum area not modified or addressed at meeting; OR • LEA representative excused with prior written consent of parent and LEA and LEA representative provided written input into the development of the IEP prior to meeting. <p>No = LEA representative NOT in attendance AND no evidence of proper excusal.</p>				<p>Student Level: Convene the IEP team with an LEA representative in attendance.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of the above to DOE</p>

IEP TEAM PARTICIPANTS

Item #	Item Text	Response Criteria	Y	N	NA	Corrective Actions
<p style="text-align: center;">STR 2</p> <p>14 DE Admin Code §925.21.0</p> <p style="text-align: center;">34 CFR §300.321</p>	<p>For students of transition age:</p> <p>Student was invited to the IEP meeting</p>	<p>Yes = File contains evidence Student was invited to the IEP meeting; OR Student attended the IEP meeting.</p> <p>No = File does NOT contain evidence Student was invited to the IEP meeting.</p> <p>NA = Student is not of transition age.</p>				<p>Student Level: For Student's next annual IEP, ensure Student is invited to the IEP meeting and document the invitation.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of the above to DE DOE.</p>
<p style="text-align: center;">STR 3</p> <p>14 DE Admin Code § 925.21.0</p> <p style="text-align: center;">34 CFR §300.321</p>	<p>For students of transition age:</p> <p>If Student did not attend the IEP meeting where postsecondary goals and transition services were considered, the LEA took other steps to ensure Student's strengths, preferences and interests were considered</p>	<p>Yes = File contains evidence (i.e, student interview/questionnaire) Student's strengths, preferences, and interests were considered.</p> <p>No = File does NOT contain evidence Student's strengths, preferences, and interests were considered.</p> <p>NA = Student is not of transition age; OR Student attended the IEP meeting.</p>				<p>Student Level: For Student's next annual IEP, ensure Student's strengths, preferences, and interests are considered (if Student does not attend the IEP meeting).</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE.</p>
<p style="text-align: center;">LRE 1</p> <p>14 DE Admin Code §923.16.0</p> <p style="text-align: center;">34 CFR §300.116</p> <p style="text-align: center;">APR 5</p>	<p>Current placement decision made by a group of persons (IEP team), including the parents and other persons knowledgeable about Student, the meaning of the evaluation data, and placement options</p>	<p>Yes = The IEP documents all required participants for placement decision.</p> <p>No = The IEP does NOT document all required participants for placement decision.</p>				<p>Student Level: Convene the IEP team with all required participants to re-determine placement.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE.</p>

IEP DEVELOPMENT

Item #	Item Text	Response Criteria	Y	N	NA	Corrective Actions
STR 4 14 DE Admin Code § 925.21.0 34 CFR §300.320	<p>For students of transition age:</p> <p>Age appropriate transition assessments were conducted annually related to:</p> <ul style="list-style-type: none"> • Training, AND • Education, AND • Employment, AND, where appropriate • Independent living skills 	<p>Yes = File contains evidence (date administered and results listed) of age appropriate transition assessment(s) conducted annually.</p> <p>No = File does NOT contain evidence of age appropriate transition assessment(s) conducted annually.</p> <p>NA = = Student is not of transition age.</p>				<p>Student Level: Promptly conduct age appropriate transition assessment(s) and revise postsecondary IEP goals, if appropriate.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of the above to DE DOE.</p>
IEP 6 14 DE Admin Code §925.20 34 CFR §300.320	<p>NOT MONITORED IN FALL 2010</p> <p>IEP contains statement of how student's disability affects Student's involvement and progress in general education curriculum</p>	<p>Yes = IEP contains required statement.</p> <p>No = IEP does NOT contain required statement.</p>				<p>Student Level: Revise IEP to include required statement.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE.</p>

IEP DEVELOPMENT

Item #	Item Text	Response Criteria	Y	N	NA	Corrective Actions
IEP 7 14 DE Admin Code §925.24.2 34 CFR §300.324	<p>Special Factors in IEP:</p> <p>The IEP team considered the communication needs of Student</p>	<p>Yes = Special Factors box is checked reflecting consideration of the communication needs of Student.</p> <p>No = Special Factors box is NOT checked.</p>				<p>Student Level: Convene the IEP team to consider special factors and revise the IEP, if appropriate.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of the above to DOE.</p>
IEP 8 14 DE Admin Code §925.24.0 34 CFR §300.324	<p>Special Factors in IEP:</p> <p>Communication needs are addressed in the IEP</p>	<p>Yes = The IEP team determined Student has communication needs and the needs are addressed in the IEP.</p> <p>No = The IEP team determined Student has communication needs and the needs are NOT addressed in the IEP.</p> <p>NA = The IEP team determined Student does not have communication needs.</p>				<p>Student Level: Convene the IEP team to address identified needs in the IEP.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE.</p>
IEP 9 14 DE Admin Code §925.24.0 34 CFR §300.324	<p>Special Factors in IEP:</p> <p>For a Student who is blind or visually impaired:</p> <p>The IEP team considered Student's need for Braille instruction</p>	<p>Yes = Special Factors box is checked reflecting consideration of Student's need for Braille instruction.</p> <p>No = Special Factors box is NOT checked.</p> <p>NA = Student is not blind or visually impaired</p>				<p>Student Level: Convene the IEP team to consider special factors and revise the IEP, if appropriate.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of the above to DOE.</p>

IEP DEVELOPMENT

Item #	Item Text	Response Criteria	Y	N	NA	Corrective Actions
<p>IEP 10</p> <p>14 DE Admin Code §925.24.0</p> <p>34 CFR §300.324</p>	<p>Special Factors in IEP:</p> <p>For a Student who is blind or visually impaired:</p> <p>The Braille instruction needs are addressed in the IEP</p>	<p>Yes = The IEP team determined Student has needs for Braille instruction, and the need are addressed in the IEP.</p> <p>No = The IEP team determined Student has needs for Braille instruction and the needs are NOT addressed in the IEP.</p> <p>NA = Student is not blind or visually impaired.</p>				<p>Student Level: Convene the IEP team to address identified needs in the IEP.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of the above to DOE.</p>
<p>IEP 11</p> <p>14 DE Admin Code §925.24.0</p> <p>34 CFR §300.324</p>	<p>Special Factors in IEP:</p> <p>For a Student who is deaf or hard of hearing:</p> <p>The IEP team considered Student's language and communication needs</p>	<p>Yes = Special Factors box is checked reflecting consideration of Student's language and communication needs.</p> <p>No = Special Factors box is NOT checked.</p> <p>NA = Student is not deaf or hard of hearing.</p>				<p>Student Level: Convene the IEP team to consider special factors and revise the IEP, if appropriate.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of the above to DOE.</p>
<p>IEP 12</p> <p>14 DE Admin Code §925.24.0</p> <p>34 CFR §300.324</p>	<p>Special Factors in IEP:</p> <p>For a Student who is deaf or hard of hearing:</p> <p>The language and communication needs are addressed in the IEP</p>	<p>Yes = The IEP team determined Student has language and communication needs and the needs are addressed in the IEP.</p> <p>No = The IEP team determined Student has language and communication needs and the needs are NOT addressed in the IEP.</p> <p>NA = Student is not deaf or hard of hearing.</p>				<p>Student Level: Convene the IEP team to address identified needs in the IEP.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of the above to DOE.</p>

IEP DEVELOPMENT

Item #	Item Text	Response Criteria	Y	N	NA	Corrective Actions
<p>IEP 13</p> <p>DE Admin Code §925.24.0</p> <p>34 CFR §300.324</p>	<p>Special Factors in IEP:</p> <p>For a Student with limited English proficiency:</p> <p>The IEP team considered Student's language needs</p>	<p>Yes = Special Factors box is checked reflecting consideration of Student's language needs.</p> <p>No = Special Factors box is NOT checked.</p> <p>NA = Student is not of limited English proficiency.</p>				<p>Student Level: Convene the IEP team to consider special factors and revise the IEP, if appropriate.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of the above to DOE.</p>
<p>IEP 14</p> <p>14 DE Admin Code §925.24.0</p> <p>34 CFR §300.324</p>	<p>Special Factors in IEP:</p> <p>For a Student with limited English proficiency:</p> <p>The language needs are addressed in the IEP</p>	<p>Yes = The IEP team determined Student has language needs and the needs are addressed in the IEP.</p> <p>No = The IEP team determined Student has language needs and the needs are NOT addressed in the IEP.</p> <p>NA = Student is not of limited English proficiency.</p>				<p>Student Level: Convene the IEP team to address identified needs in the IEP.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE.</p>
<p>IEP 15</p> <p>14 DE Admin Code §925.24.0</p> <p>34 CFR §300.324</p>	<p>Special Factors in IEP:</p> <p>For a Student whose behavior impedes learning:</p> <p>The IEP team considered Student's needs for positive behavior interventions, supports, and strategies</p>	<p>Yes = Special Factors box is checked reflecting consideration of Student's needs for behavior interventions, supports, and strategies.</p> <p>No = Special Factors box is NOT checked.</p> <p>NA = Student does not have behaviors which impede learning</p>				<p>Student Level: Convene the IEP team to consider special factors and revise the IEP, if appropriate.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of the above to DOE.</p>

IEP DEVELOPMENT

Item #	Item Text	Response Criteria	Y	N	NA	Corrective Actions
<p style="text-align: center;">IEP 16</p> <p>14 DE Admin Code §925.24.0</p> <p>34 CFR §300.324</p>	<p>Special Factors in IEP:</p> <p>For a Student whose behavior impedes learning:</p> <p>The behavior needs are addressed in the IEP</p>	<p>Yes = The IEP team determined Student has behavior needs and the needs are addressed in the IEP.</p> <p>No = The IEP team determined Student has behavior needs and the needs are NOT addressed in the IEP.</p> <p>NA = Student does not have behaviors which impede learning.</p>				<p>Student Level: Convene the IEP team to address identified needs in IEP.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE.</p>
<p style="text-align: center;">IEP 17</p> <p>14 DE Admin Code §925.24.0</p> <p>34 CFR §300.324</p>	<p>Special Factors in IEP:</p> <p>The IEP team considered the need for assistive technology devices and services for the child</p>	<p>Yes = Special Factors box is checked reflecting consideration of Student's assistive technology needs.</p> <p>No = Special Factors box is NOT checked.</p>				<p>Student Level: Convene the IEP team to consider special factors and revise the IEP, if appropriate.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of the above to DOE.</p>
<p style="text-align: center;">IEP 18</p> <p>14 DE Admin Code §925.24.0</p> <p>34 CFR §300.324</p>	<p>Special Factors in IEP:</p> <p>The IEP team considered Student's needs for assistive technology devices and services</p>	<p>Yes = The IEP team determined Student has assistive technology needs and the needs are addressed in the IEP.</p> <p>No = The IEP team determined Student has assistive technology needs and the needs are NOT addressed in the IEP.</p> <p>NA = Student does not have assistive technology needs.</p>				<p>Student Level: Convene the IEP team to address identified needs in the IEP.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE.</p>

IEP DEVELOPMENT

Item #	Item Text	Response Criteria	Y	N	NA	Corrective Actions
<p style="text-align: center;">IEP 19</p> <p>14 DE Admin Code §925.24.0</p> <p>34 CFR §300.172</p>	<p style="text-align: center;">NOT MONITORED IN FALL 2010</p> <p>Special Factors in IEP:</p> <p>For a Student who has difficulty accessing and/or using grade-level textbooks and other core materials in standard print formats:</p> <p>The team considered Student's needs for interventions, supports, and strategies</p>	<p>Yes = Special Factors box is checked reflecting consideration of Student's needs for interventions, supports, and strategies.</p> <p>No = Special Factors box is NOT checked.</p> <p>NA = Student does not have difficulty accessing and/or using grade-level textbooks and other core materials.</p>				<p>Student Level: Convene IEP team to consider special factors, and revise the IEP, if appropriate.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of the above to DOE.</p>
<p style="text-align: center;">IEP 20</p> <p>14 DE Admin Code §925.24.0</p> <p>34 CFR §300.172</p>	<p style="text-align: center;">NOT MONITORED IN FALL 2010</p> <p>Special Factors in IEP:</p> <p>For a Student who has difficulty accessing and/or using grade-level textbooks and other core materials in standard print formats:</p> <p>The interventions, supports, and strategies were addressed in the IEP</p>	<p>Yes = The IEP team determined Student has needs for interventions, supports and strategies, and the needs are addressed in the IEP.</p> <p>No = The IEP team determined Student has needs for interventions, supports and strategies, and the needs are NOT addressed in the IEP.</p> <p>NA = Student does not have difficulty accessing and/or using grade-level textbooks and other core materials in standard print formats.</p>				<p>Student Level: Convene IEP team to address identified need in IEP.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE.</p>

IEP DEVELOPMENT

Item #	Item Text	Response Criteria	Y	N	NA	Corrective Actions
<p style="text-align: center;">STR 5</p> <p>14 DE Admin Code §925.20</p> <p>34 CFR §300.320</p>	<p>For students of transition age:</p> <p>IEP contains an appropriate measurable postsecondary goal based upon age appropriate transition assessments related to employment after high school</p>	<p>Yes = IEP contains at least one appropriate postsecondary goal in the area of employment that is:</p> <ul style="list-style-type: none"> • Measurable, AND • Aligns with data sources and age appropriate transition assessment results. <p>No = IEP does NOT contain a postsecondary goal in the area of employment; OR the goal is NOT measurable; OR the goal does NOT align with present levels of performance and assessment results.</p> <p>Noncompliant Goal:</p> <p>_____</p> <p>_____</p> <p>NA = Student is not of transition age.</p>				<p>Student Level: Revise the IEP to include appropriate measurable postsecondary goals.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of the above to DOE.</p>
<p style="text-align: center;">STR 6</p> <p>14 DE Admin Code §925.20</p> <p>34 CFR §300.320</p>	<p>For students of transition age:</p> <p>IEP contains an appropriate measurable postsecondary goal based upon age appropriate transition assessments related to education OR training after high school</p>	<p>Yes = IEP contains at least one appropriate postsecondary goal in the area of education OR training after high school that is:</p> <ul style="list-style-type: none"> • Measurable, AND • Aligns with data sources and age appropriate transition assessment results. <p>No = IEP does NOT contain a postsecondary goal in the area of education OR training after high school; OR the goal is NOT measurable; OR the goal does NOT align with present levels of performance and assessment results.</p> <p>Noncompliant Goal:</p> <p>_____</p> <p>_____</p> <p>NA = Student is not of transition age.</p>				<p>Student Level: Revise the IEP to include appropriate measurable postsecondary goals.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of the above to DOE.</p>

IEP DEVELOPMENT

Item #	Item Text	Response Criteria	Y	N	NA	Corrective Actions
<p align="center">STR 7</p> <p>14 DE Admin Code §925.20</p> <p>34 CFR § 300.320</p>	<p>For students of transition age:</p> <p>IEP contains an appropriate measurable postsecondary goal based upon age appropriate transition assessments related to independent living</p>	<p>Yes = IEP contains at least one appropriate postsecondary goal in the area of independent living that is:</p> <ul style="list-style-type: none"> • Measurable, AND • Aligns with data sources and age appropriate transition assessment results. <p>No = IEP does NOT contain a postsecondary goal in the area of independent living; OR the goal is NOT measurable; OR the goal does NOT align with present levels of performance and assessment results.</p> <p>Noncompliant Goal:</p> <p>_____</p> <p>_____</p> <p>NA= Student is not of transition age; OR an independent living goal is not appropriate for Student.</p>				<p>Student Level: Revise the IEP to include appropriate measurable postsecondary goals.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of the above to DOE.</p>
<p align="center">STR 8</p> <p>14 DE Admin Code §925.20</p> <p>34 CFR §300.320</p>	<p>For students of transition age:</p> <p>IEP contains courses of study to assist Student in reaching postsecondary goals</p>	<p>Yes = IEP contains courses of study to assist Student in reaching postsecondary goals.</p> <p>No = IEP does NOT contain courses of study to assist Student in reaching postsecondary goals.</p> <p>NA = Student is not of transition age.</p>				<p>Student Level: Revise the IEP to include appropriate courses of study.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of the above to DOE.</p>

IEP DEVELOPMENT

Item #	Item Text	Response Criteria	Y	N	NA	Corrective Actions
<p style="text-align: center;">STR 9</p> <p>14 DE Admin Code §925.20</p> <p>34 CFR §300.320</p>	<p>For students of transition age:</p> <p>IEP contains transition activities and services to assist Student in reaching postsecondary goals</p>	<p>Yes = IEP contains transition activities and services to assist Student in reaching postsecondary goals.</p> <p>No = IEP does NOT contain transition activities and services to assist Student in reaching postsecondary goals.</p> <p>NA = Student is not of transition age.</p>				<p>Student Level: Revise the IEP to include appropriate transition activities and services.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of the above to DOE.</p>
<p style="text-align: center;">IEP 21</p> <p>14 DE Admin Code §925.20</p> <p>34 CFR §300.320</p>	<p>IEP contains a statement of special education and related services and supplementary aids and services, based on peer-reviewed research to the extent practicable, to be provided to Student, and a statement of the program modifications or supports for school personnel</p>	<p>Yes = IEP contains required statement.</p> <p>No = IEP does NOT contain required statement.</p>				<p>Student Level: Revise the IEP to include required statement.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE.</p>
<p style="text-align: center;">IEP 22</p> <p>14 DE Admin Code §925.20</p> <p>34 CFR §300.320</p>	<p>IEP contains statement of program modifications or supports for school personnel that will be provided to enable Student to participate in extra-curricular and other non-academic activities</p>	<p>Yes = IEP contains required statement.</p> <p>No = IEP does NOT contain required statement.</p> <p>NA = Student participates in extra-curricular and non-academic activities without need for modifications or supports; OR Student does NOT participate in extra-curricular and non-academic activities.</p>				<p>Student Level: Revise the IEP to include required statement.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE.</p>

IEP DEVELOPMENT

Item #	Item Text	Response Criteria	Y	N	NA	Corrective Actions
<p>IEP 23</p> <p>14 DE Admin Code §925.20</p> <p>34 CFR §300.320</p>	<p>IEP contains statement of frequency, duration and location of services and modifications</p>	<p>Yes = IEP contains required statements.</p> <p>No= IEP does NOT contain required statements.</p>				<p>Student Level: Revise the IEP to include required statement.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE.</p>
<p>IEP 24</p> <p>14 DE Admin Code §925.20</p> <p>34 CFR §300.320</p>	<p>IEP contains statement of Student's present levels of academic achievement and functional performance</p>	<p>Yes = IEP contains required statement.</p> <p>No = IEP does NOT contain required statement.</p>				<p>Student Level: Revise the IEP to include required statement.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE.</p>
<p>IEP 25</p> <p>14 DE Admin Code §925.20</p> <p>34 CFR §300.320</p>	<p>IEP contains description of how student's progress toward meeting annual goals will be measured</p>	<p>Yes = IEP contains required statement.</p> <p>No = IEP does NOT contain required statement.</p>				<p>Student Level: Revise the IEP to include required statement.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE.</p>

IEP DEVELOPMENT

Item #	Item Text	Response Criteria	Y	N	NA	Corrective Actions
<p>Instructions for IEP 26:</p> <ol style="list-style-type: none"> 1. Select one goal from Student's IEP 2. Record the goal statement below. 3. Record the response option for the selected goal in IEP 26 <p>Goal Statement: _____</p> <p>_____</p>						
<p>IEP 26</p> <p>14 DE Admin Code §925.20</p> <p>34 CFR §300.320</p>	<p>IEP contains statement of measurable annual goals, including academic and functional goals</p>	<p>Yes = IEP goal is measurable, and includes a condition, behavior and criteria.</p> <p>No = IEP goal is NOT measurable, including a condition, behavior and/or criteria.</p>				<p>Student Level: Revise IEP to include measurable annual goals.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE.</p>
<p>IEP 27</p> <p>14 DE Admin Code §923.6.0 §925.20</p> <p>34 CFR §300.106</p>	<p>Extended school year services are considered annually (including students eligible for 12 month programs)</p>	<p>Yes = IEP reflects consideration of ESY or deferred decision.</p> <p>No = IEP does NOT reflect consideration of ESY or deferred decision.</p>				<p>Student Level: Reconvene IEP team to consider and determine need for ESY</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE.</p>

LEAST RESTRICTIVE ENVIRONMENT (LRE)

Item #	Item Text	Response Criteria	Y	N	NA	Corrective Actions
LRE 2 14 DE Admin Code §925.20 34 CFR §300.320	IEP contains explanation of the extent, if any, to which Student will not participate with non-disabled children in extra-curricular and other non-academic activities	<p>Yes = IEP contains required explanation.</p> <p>No = IEP does NOT contain required explanation.</p> <p>NA = Student is participating with non-disabled children in extra-curricular and/or other non-academic activities.</p>				<p>Student Level: Revise IEP to include required explanation.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE.</p>
LRE 3 14 DE Admin Code §925.20 34 CFR §300.320	IEP contains explanation of the extent, if any, to which Student will not participate with non-disabled children in the regular class	<p>Yes = IEP contains required explanation.</p> <p>No = IEP does NOT contain required explanation.</p> <p>NA = Student is participating with non-disabled children in the regular class.</p>				<p>Student Level: Revise IEP to include required explanation.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE.</p>

PROCEDURAL SAFEGUARDS (IEP)

Item #	Item Text	Response Criteria	Y	N	NA	Corrective Actions
PRS 5 14 DE Admin Code §926.3.0 34 CFR §300.503	Prior written notice was provided to the parent upon proposal of the IEP.	<p>Yes = Copy of prior written notice in file.</p> <p>No = Copy of prior written notice NOT in file.</p> <p>NA = Student transferred from another LEA where the IEP was proposed and the prior written notice is not included in the transfer records.</p>				<p>Student Level: Not correctable at the student level.</p> <p>LEA Level: (<95%) Provide training to appropriate staff.</p> <p>Provide documentation of above to DE DOE.</p>

