

On-Site Compliance Audit Checklist

Student Success Plan

District/Charter: _____

Reviewer: _____

School: _____

Date: _____

Legislation/Regulation Authority:

Title 14; Admin Code 505 High School Graduation Requirements and Diplomas

Intent of the Legislation/Regulation:

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

Focus of Review:

Ensure that middle and high schools are providing the support necessary for students to create and achieve a post high school goal.

Method of Assessment: (Check all that apply)

- Document Review
- Observation
- Interview

Location of Audit: (Check all that apply)

- LEA Office..... Excludes Charters
- Elementary School..... Excludes Charters
- Middle School Excludes Charters
- High School..... Excludes Charters
- Other Agency

Over the past three years, 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 Plan	Evidence	Compliance			Comments/Corrective Action	Corrective Action Due Date
		Yes	No	N/A		
Actively monitoring student progress, on an ongoing basis and, at a minimum, by the end of each marking period in those courses required for graduation	Student record; Student interview					
Providing support services if a student is failing or in danger of failing courses required for graduation	Student record; Student interview					
Annual updating of the Student Success plans by the student, the student's advisor, at least one other staff member and the student's parent(s) guardian(s) or relative caregiver] and others as appropriate	Student record; Student interview Note: This will be tied into Desk Audit of completion standards.					