



JOY HOFMEISTER

STATE SUPERINTENDENT *of* PUBLIC INSTRUCTION
OKLAHOMA STATE DEPARTMENT *of* EDUCATION

Month DD, YYYY

XXXXXXXXXXXXXXXXXX
XXXXXXXXXXXX, Superintendent
XXXXXXXXXXXX
XXXXXXX, Oklahoma XXXXX

Dear XXXXXXXX,

The Oklahoma State Department of Education (OSDE), Special Education Services (SES) division maintains the responsibility for general supervision of compliance with federal and State requirements for providing special education and related services to children with disabilities in accordance with the Individuals with Disabilities Education Act (IDEA).

The OSDE-SES is required by the IDEA to issue a finding whenever an issue of noncompliance is identified; the LEA is notified of the area(s) of noncompliance and may be required to develop either an improvement plan and/or corrective action plan. It is important to note that a LEA may be in the "Meets Requirements" determination category and still be out of compliance on any indicator where 100% compliance is required by the IDEA.

The identified areas of non-compliance are:

Indicator 11: Percent of children with parental consent to evaluate, who were evaluated and eligibility was determined within 45 school days. Based on data submitted for the End of Year Report, XXX school district had XX students whose evaluations were not completed within 45 school days (XX days maximum).

- **LEA Requirements:** Within 60 calendar days of the receipt of this letter provide documentation to demonstrate that the children that did not receive their evaluation within 45 school days did indeed receive an evaluation. Please provide the MEEGS forms for each of these children. The data being requested is from the xxxx-xxxx school year.

In addition, to this verification the OSDE-SES is required to follow-up with each district where noncompliance is identified to ensure that the issues identified are not a systemic problem within the district. Therefore, we will be contacting you at a later date. If you have any questions, please do not hesitate to contact Mark Everhart, Director of Compliance, at (405) 521-4863 or by email at Mark.Everhart@sde.ok.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Todd Loftin".

Todd Loftin, Executive Director
Special Education Services
Oklahoma State Department of Education
(405) 522-3237/ Todd.loftin@sde.ok.gov