

# DIFFERENTIATED MONITORING RESULTS (DMR) LEVEL III (NEEDS ASSISTANCE/LOW RISK)

District Determinations are provided each November in the Special Education Data Packet.

**Compliance Indicators:** All districts must meet the target for Indicators 4, 9, 10, 11, 12, & 13, regardless of the overall District Data Determination status. Refer to the most recent District Data Determinations to address compliance indicators through this process.

## STEP I: INDICATORS 4, 9, & 10

### **Compliance Indicators: Indicator(s) 4, 9, and/or 10**

If the indicator has three asterisks (\*\*\*) for one or more of the indicators(s) the target has not been met and the district will need to complete the activities below. If there are no asterisks, the target has been met and the district can move on to Step II.

### **Compliance Indicators: Indicator(s) 4, 9, and/or 10**

For each indicator with three asterisks (\*\*\*), complete the following (see exception below).

#### **Part A**

- › Submit Board Approved Policies.
- › Answer Procedure and Practice Review Questions.
- › Upload **Part A** of the toolkit into EdPlan.

#### **Part B**

Districts who have been identified by OSDE-SES that Policy, Procedures and/or Practices may be leading to inappropriate identification (see exception below).

- › Submit an assurance statement signed by the Superintendent and Special Education Director.
- › Review results of previous year's data.
- › Address root cause.
- › Develop an improvement plan.
- › Establish monitoring tools needed to measure effectiveness of improvement plan.
- › Upload **Part A & B** of the toolkit into EdPlan.
- › Review the progress of the Improvement Plan.
- › Refer to DMR Dates to Remember document located on website for additional information.

#### **Exception**

If the district does not meet target for **three (3)** consecutive years for the **same indicator(s)** the LEA must:

- › Review the previous **two** years root cause to develop an improvement plan.
- › Budget project 615 funds to align with the improvement plan (amount or percentage of funds will be determined by SDE)
- › Invite parents and community to a school board meeting to discuss the District's plan of improvement towards indicator(s).

**Note:** Upload the Toolkit to EdPlan in the LEA Document Library found by clicking on Tools located on the Main Menu Bar.

We encourage the district to review data and work towards compliance in these indicators with an effort to reduce the risk of significant disproportionality.

**If compliant or have completed this step, move to step II.**

# DIFFERENTIATED MONITORING RESULTS (DMR) LEVEL III (MEETS REQUIREMENTS/VERY LOW RISK)

## STEP II: COMPLICATE INDICATORS 11, 12, & 13

### Compliance Indicators: Indicator(s) 11, 12, and/or 13

If the indicator results are 100% compliant the target has been met, please move to Step III. If the district has not met the required 100% target for compliance, please complete the appropriate activities below. Refer to the Annual District Determination and District Data Profile for indicator results.

#### Part A (95% or Above)

If the district did not meet target and is **95% or above** compliance, complete **Part A** of the corresponding indicator toolkit. The indicator toolkit will guide the district in the review of its special education program (see exception below).

- › Submit an assurance statement signed by the Superintendent and Special Education director ensuring correction of noncompliance to 100% in accordance with 34 CFR 300.600(e).
- › Review results of last year's data to determine if the current improvement plan is effective or needs to be revised (if noncompliant last year for this indicator).
- › Address the Root Cause Guiding Questions and identify the root cause of non-compliance.
- › Upload **Part A** of the toolkit into EdPlan.
- › Refer to DMR Dates to Remember document located on website for additional information.

#### Part A and B (94.99% or below)

If the district did not meet target and is **94.99% or below** compliance, complete **Part A and B** of the corresponding indicator toolkit. The indicator toolkit guides the district in the review of its special education program (see exception below).

- › Submit an assurance statement signed by the Superintendent and Special Education director ensuring correction of noncompliance to 100% in accordance with 34 CFR 300.600(e).
- › Review results of last year's data to determine if the current improvement plan is effective or needs to be revised (if noncompliant last year for this indicator).
- › Address the Root Cause Guiding Questions to assist in identifying the root cause of non-compliance.
- › Develop an improvement plan.
- › Establish monitoring tools needed to measure effectiveness of the improvement plan.
- › Upload **Part A and B** of the toolkit into EdPlan.
- › Review progress of the improvement plan twice.

#### Exception

If the district does not meet target for **three (3)** consecutive years for the **same indicator(s)** the LEA must:

- › Review the previous **two** years root cause to develop an improvement plan.
- › Budget project 615 funds to align with the improvement plan (amount or percentage of funds will be determined by SDE)
- › Invite parents and community to a school board meeting to discuss the District's plan of improvement towards indicator(s).

**Note:** Upload the Toolkit to EdPlan in the LEA Document Library found by clicking on Tools located on the Main Menu Bar.

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# DIFFERENTIATED MONITORING RESULTS (DMR) LEVEL III (MEETS REQUIREMENTS/VERY LOW RISK)

## STEP II: COMPLICATE INDICATORS 11, 12, & 13 (CONTINUED)

### OSDE Compliance check for improvement:

#### Prong I (Identification of needed supports and corrections)

- › **Letter of Assurance:** District will inform the OSDE-SES that they will correct its noncompliance and monitor to ensure future compliance
- › **Data Corrections (Student Level Corrections):** Districts with identified noncompliance must correct all records in accordance with IDEA.
- › **Improvement Plan:** If district is substantially below the 100 percent target for one or more indicators, the district is also required to submit an improvement plan to address the sources of noncompliance for the indicator(s) (see above for requirements).

#### Prong II (Monitor for continued compliance)

- › **Compliance:** Office of Special Education Programs (OSEP) requires a review of areas identified within one year of any finding of noncompliance to ensure that districts have corrected and are maintaining compliance. OSDE-SES will conduct continuous compliance reviews through a random sampling process, by which student records will be randomly selected and reviewed for compliance.

**If compliant or have completed this step, move to step III.**

## STEP III: PERFORMANCE INDICATOR 1 & 2, 3, 7 & FISCAL

### Performance Indicators 1 & 2, 3, 7, & Fiscal:

The Oklahoma State Department of Education-Office of Special Education Services (OSDE-SES) has identified one or more performance indicator(s) as furthest from the target, the district must address low performance by following the guidance below. Refer to the Annual District Determination and District Data Profile for identified area(s) of focus.

### Performance Indicators: Indicator(s) 1 & 2, 3, 7 and/or Fiscal (see exception below)

For each indicator(s) that has been identified as furthest from the target, complete the corresponding indicator toolkit. The toolkit will guide the district in a review of its special education program to assist with compliance by completing the following:

- › Submit an Assurance statement signed by the Superintendent and Special Education Director.
- › Review Improvement Plan from previous year, if applicable.
- › Complete the toolkit to assist in identifying the root cause of low performance.
- › Develop an Improvement Plan (which includes professional development).
- › Upload the indicator toolkit.
- › Progress review for effectiveness of the improvement plan.
- › Upload professional development (agenda and sign-in sheets).
- › Attend and participate in the Data Retreat beginning.
- › Refer to DMR III Dates to Remember document located on website for additional information.

**Note:** Upload the Toolkit to EdPlan in the LEA Document Library found by clicking on Tools located on the Main Menu Bar.

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# DIFFERENTIATED MONITORING RESULTS (DMR) LEVEL III (MEETS REQUIREMENTS/VERY LOW RISK)

## STEP III: PERFORMANCE INDICATOR 1 & 2, 3, 7 & FISCAL (CONTINUED)

**Exception:** If the district does not meet target three (3) consecutive years for the **same focus area**, the district must also complete the following:

- › Budget project 615 funds (to align with the improvement plan (amount or percentage of funds will be determined by SDE).
- › Invite parents and community to school board meeting to discuss the District's plan to improve indicator(s).

**If compliant or have completed this step, move to step IV.**

## STEP IV: DMR LEVEL 3 MONITORING ACTIVITIES

### Compliance and Performance Review

If the district's Differentiated Monitoring Results (DMR) status is Level 3, the district is required to participate in monitoring activities to assist in determining areas of needed support. The district may receive either a Targeted or a Comprehensive Monitoring. Refer to the Annual District Determination and District Data Profile for identified area(s) of focus.

### Targeted Compliance and Performance Review

Targeted monitoring activities are administered with the intent to assess how a district is implementing certain requirements of the IDEA. The monitoring activities may include:

- › Review of student records
- › Data verification review
- › Interviews with LEA personnel
- › Other activities as needed

### Comprehensive Compliance and Performance Review

Comprehensive monitoring activities are administered with the intent to assess how the district implements the full set of requirements of the IDEA. To review the district's special education program in its entirety, this type of monitoring activity will include:

- › IDEA Part B fiscal review
- › Review of LEA policy and procedures (administrative records)
- › Review of student records
- › Data verification review
- › Interviews with LEA personnel
- › Individual student tracking
- › Parent interviews
- › Other activities as needed

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## **STEP IV: DMR LEVEL 3 MONITORING ACTIVITIES (CONTINUED)**

### **Prong I (Identified noncompliance correction)**

The Oklahoma State Department of Education-Special Education Services (OSDE-SES) will notify the district of all low performing areas identified and may prescribe a Corrective Action Plan (CAP) addressing identified areas of low performance and improvement strategies to ensure correction. The corrective action(s) may include:

- › Professional Development
- › Review of Policies, Practices & Procedures
- › Letter of Assurance
- › Child Specific Findings (student file corrections)
- › Improvement Plan
- › Caseload Class Size Exception (may be required)
- › Systemic Compliance (Prong II Review)

### **Prong II (Monitor for systemic compliance)**

- › **Compliance:** Within one year of any findings, Office of Special Education Programs (OSEP) requires a review of all monitoring corrective actions identified in the Prong I process. OSDE-SES will conduct a Prong II systemic compliance review through a random sampling process. The district should demonstrate systemic compliance in all areas identified in the corrective action plan.

**Note: You are encouraged to review the District Data Profile for all areas not meeting the targets and develop plans to move towards compliance. Remember to keep monitoring district data to ensure progress.**



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