District Dates to Remember for FY24 DMR and Compliance Monitoring			
Date	**Task**	**Required**	**Explanation**
November 17	Annual Determination Reports	All Districts	Review Annual Data Packet emailed to district.
November 29	3-year Exception notification is sent to Superintendent and Special Education Director	The district will be notified if this exception applies.	Additional activities are required if the district is found to be noncompliant and/or not met state target in the same focus area/indicator across three consecutive years. These activities are developed on a tiered system based on the number of consecutive years with a growth measure built in. Refer to the General Supervision System for additional information.
December 1	Required Recorded Training for Indicators 4, 9, & 10	Districts with three asterisks for Indicators 4, 9, and/or 10	Review the District Determination report. If indicator 4, 9, and/or 10 have three asterisks (***), you are required to review this training.
December 1	Required Recorded Training for Compliance Indicators 11, 12, & 13	Districts not 100% compliant for Indicator 11, 12, and/or 13	Review the District Determination report. If indicator 11, 12, and/or 13 are below 100%, you are required to review this training.
December 1	Required Recorded Training for 3-Year Exception	3-Year Exception Districts	If the 3-year exception applies, review the required training.
December 8	Required Recorded Training for DMR 2	Districts with a DMR level 2.	If the district's Determination score is a level 2, review the required training. For the Determination score, review the District Determination report.
December 8	Required Recorded Training for DMR 3 & 4	Districts with a DMR level 3 or 4.	If the district's Determination score is a level 3 or 4, review the required training. For the Determination score, review the District Determination report.
January 29ᵗʰ & January 30ᵗʰ	**Data Retreat #1** Attendance is required at one of the two-day retreats **(must attend both days).**	Districts with DMR level 3 or 4 are required to attend both days.	Participation at **one** of the two-day retreats is required for all DMR 3 and 4 Districts.
February 5ᵗʰ & February 6ᵗʰ	**Data Retreat #3** Attendance is required at one of the two-day retreats **(must attend both days).**	Districts with DMR level 3 or 4 are required to attend both days.	Participation at **one** of the two-day retreats is required for all DMR 3 and 4 Districts.
December 1	Budget Project 615 funds	3-Year Exception Districts	If the 3-year exception applies, Project 615 funds aligned to the improvement plan must be budgeted and approved.
December 1	LEA Student File Monitoring Opens	DMR 3 and 4 level districts	Student file monitoring opens for LEA to begin reviews in EdPlan (due January 12ᵗʰ).
December 12	Compliance Open Door #1 via Zoom (3:30 – 4:30)	Districts with a DMR level 3 or 4.	Topics: Toolkits, Rubric, Flowchart, Q&A

December 31	Toolkits in EdPlan due for indicators (4, 9, and/or 10) with Board approved Policies uploaded	Districts required to address indicators 4, 9, and/or 10	If indicator 4, 9, and/or 10 have three asterisks (***), complete toolkit in EdPlan and upload district board approved policies to the LEA Document Library Compliance tab in EdPlan.
December 31	Submit Caseload Exceptions	All districts should review. DMR 3 & 4 must submit documentation.	Review each teacher's current caseload and submit exception requests for each teacher over 1.0 https://sde.ok.gov/caseload-class-size. If no exception needed, DMR 3 & 4 must submit documentation of this on district letterhead.
January -March	Compliance Zoom or On-site Meeting	Districts with a DMR level 3 or 4.	Your Monitoring Coordinator will be sending the scheduled date, time, and expectations for the meeting.
January 9	Compliance Open Door #2 via Zoom (3:30 – 4:30)	Districts with a DMR level 3 or 4.	Topics: Report Out, Compliance Meetings, Q&A
January 12	Toolkits completed in EdPlan due for indicators (1 & 2, 3, 7, 11, 12, 13, and/or Fiscal)	Any district required to address indicators 1 & 2, 3, 7, 11, 12, 13, and/or Fiscal	Refer to the cover of the November reports to determine focus indicators. Toolkits will be completed in EdPlan.
January 12	Student File Reviews in Edplan (Submitted to SDE for Review)	Districts with a DMR level 3 or 4.	Additional information regarding Student File Monitoring will be provided at the Data Retreat.
February 12-16	Required 3-year exception meetings	3-year exception districts	Meet with 3-year exception districts for discussion of improvement plan and use 615 funds
February 13	Compliance Open Door #3 via Zoom (3:30-4:30)	Districts with a DMR level 3 or 4.	Topics: Student File Corrections, Progress Reviews, Q&A
March	Prong I - Student file corrections and professional development	Districts with a DMR level 3 or 4.	A report will be sent detailing all required corrections and activities. The completion date will be in the report.
March 18-22 & March 25-29	Data Retreat District Report Out Sessions (9:00 – 12:00) or (1 – 4)	Districts with a DMR level 3 or 4.	Each district will be assigned to one report out session. All other sessions are optional. Your Monitoring Coordinator will send assignments via email.
March 26	Compliance Open Door #4 via Zoom (3:30 – 4:30)	Districts with a DMR level 3 or 4.	Progress Reviews, Professional Development, Next Steps, Prong II, Q&A
March 31	First Progress Review due	Any district required to address indicators 1 & 2, 3, 7, 11, 12, 13, and/or Fiscal	All Districts addressing an indicator. Review the progress of the improvement plan. Refer to the toolkit the district team completed in EdPlan.
March 31	Submit Documentation of Parent Invitation and Board Agenda	3-Year Exception Districts	If the 3-year exception applies, please upload documents to the LEA Document Library Compliance tab in EdPlan.

May 31	Prong II for Indicators 11, 12, and/or 13	Any district required to address indicators 11, 12, and/or 13	If the district was noncompliant for indicators 11, 12, and/or 13, OSDE-SES will conduct a systemic compliance review.
May 31	Second Progress Review due	Any district required to address indicators 1 & 2, 3, 7, 11, 12, 13, and/or Fiscal	Conduct a second review of the improvement plan progress. Refer to the toolkit the district team completed in EdPlan.
May 31	Professional Development (summary & sign-in sheet) due	Any district required to address indicators 1 & 2, 3, 7, 11, 12, 13, and/or Fiscal	Upload the summary and sign-in sheets to the LEA Document Library Compliance tab in EdPlan.
June 30	Project 615 Funds Spent	3-Year Exception Districts	If the 3-year exception applies, Project 615 funds must be expended with a claim submitted in the Grants Management System.
Tentative August 26 – Sept 6, 2024	Prong II Training	Districts with a DMR level 3 or 4	Required for Districts with a DMR 3 & 4 determination. OSDE-SES will conduct a systemic compliance review of student files.
October 1	Prong II students selected by OSDE for systemic compliance review	Districts with a DMR level 3 or 4	OSDE will select student files to be reviewed for systemic compliance and upload for review by October 1st.
October 15	Prong II student review for systemic compliance completed and submitted by LEA	Districts with a DMR level 3 or 4	LEA must have student files reviewed and corrected for systemic compliance and upload for review by October 15th.

*These dates are estimated. Your Monitoring Coordinator will send notification once the dates have been set.