



JOY HOFMEISTER

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

**ON-SITE REVIEW: SPECIAL EDUCATION PROGRAMS**

**SCHOOL DISTRICT/AGENCY:**

Happy Public Schools

**COUNTY:** Happy

**DATE OF REVIEW:** Month DD, YYYY

**TEAM MEMBERS:**

NAME	Specialist, OSDE-SES

**I. INTRODUCTION:**

Local educational agencies (LEAs) must adopt policies and procedures consistent with state and federal requirements and are responsible for implementing programs that comply with the Individuals with Disabilities Education Act (IDEA), Part B. General supervision of LEAs is carried out at the state level. The Oklahoma State Department of Education (OSDE), Special Education Services (SES) conducted an on-site compliance review on Month DD, YYYY.

*Description of district.*

**II. AREAS THAT REQUIRE CORRECTIVE ACTIONS AND IMPROVEMENT:**

**1) (Example) Area of Noncompliance: Evaluation and Reevaluation**

**IDEA, Part B Requirements**

34 CFR § 300.301 Initial evaluations

34 CFR § 300.303 Reevaluations

34 CFR § 300.304 Evaluation Procedures

**OSDE Findings:**

*List of findings.*

**Improvements Required:**

*Recommended or required actions to be taken by the district.*

**III. ASSURANCE STATEMENT:**

**Assurance Statement with superintendent's signature required.**

Within 30 days of the receipt of this report, submit a signed, written assurance that the improvements described in this report will be or have been implemented to remedy the identified compliance deficiencies.

Content: *“This district shall develop and implement improvements for areas of noncompliance in order to comply with state and federal laws and regulations. Improvements and remedies will include ‘technical assistance and training’ necessary to assist teachers and administrators of the district in their efforts to implement a free appropriate public education (FAPE) in the least restrictive environment, with parent participation, and in accordance with procedural safeguards under IDEA, Part B.”*

#### **IV. OTHER INFORMATION:**

Within 60 days of the receipt of this report, the Happy Public School district will provide instruction and guidance to district special education personnel on compliance with the IDEA and the areas of noncompliance addressed in the OSDE-SES on-site visit conducted on Month DD, YYYY. Submit documentation to verify this action (i.e., memo announcement(s), meeting agenda(s), meeting date(s), verification of attendance [sign-in sheets]).

Under the Open Records Act, it may be necessary for the LEA or the OSDE to provide access to this public document upon request. In the event that the OSDE receives such a request, it will seek to protect, to the extent provided by law, personally identifiable information, which, if released, could constitute an unwarranted invasion of privacy and confidentiality.

In accordance with 34 CFR § 300.212, Public Information, the LEA will make such public documents, relating to the eligibility of the agency under IDEA, Part B, available to the parents of children with disabilities and to the general public, as necessary.

#### **V. VERIFICATION OF CONTINUOUS COMPLIANCE**

Subsequent monitoring activities will be initiated as necessary to ensure the LEA’s compliance is consistent with policies, procedures, and regulations and in accordance with the state educational agency’s responsibilities required by 34 CFR § 300.149.

The Happy Public School district must ensure that any noncompliance is corrected in accordance with the identified corrective action requirement. Furthermore, as soon as possible, but in no case more than one year from identification, the OSDE-SES must ensure that the LEA has demonstrated systemic compliance for each individual case of noncompliance that was identified in the Month DD, YYYY on-site visit. In ensuring that each individual case of noncompliance has been corrected, the State does not need to review each child’s record in the LEA where the noncompliance occurred, but rather may review a reasonable sample of the previously noncompliant files to verify that the noncompliance was corrected.