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| --- | --- | --- |
| **ITEM** | **DATE** | Image result for check mark |
| **Letter of Notification and Instruction** | Sent by July 16, 2021 |  |
| **Policies and Procedures:*** Accuracy Document
* IEP Fund Authorization Letters
* Child Find
* Restraint/Seclusion
* Referral
 | Due by December 1, 2021 |  |
| **Forms**:* 1 Speech/Language Eligibility Forms w/WN
* 3 Learning Disability Evaluation Forms w/WN
* 3 Adverse Effect Forms w/WN
* 3 Summary of Performance Forms
* List of any students in Abbreviated Day
 | Due by December 1, 2021 |  |
| **Child Find (B11)**:* 10 Initial Referrals including:
* Parental Consent to Evaluate
* WN or AWN documenting Procedural Safeguards at Point of First Contact
* 1st page of each completed evaluation with date when received
* 20-21 & 21-22 school calendars outlining school days and any snow days
 | Due by December 1, 2021 |  |
| **Transition Plans (B13):** * 2 screener submissions –

(Section 9 **ONLY** of the IEP) | Due by December 1, 2021 |  |
| **Final Transition Plans (B13)**:* # based on Child Count
 | Final B13 plans will be reviewed during onsite visit. |  |
| **Self-Assessment:*** Completed EMT
 | Due by December 1, 2021 |  |
| **Pre-Findings (if any):*** Non-systemic compliance findings
 | Due by 30 days from On-Site Visit |  |
| **Summary of Findings:*** Summary of all % of compliance for desk audit and on-site visit
 | Sent upon completion of Desk Audit, Pre-Findings (if any), and Final B-13 submissions |  |
| **Corrective Action Plan** | Sent after completion and submission of Pre-Findings |  |
| **Corrective Action Plan** | Due one year from Summary of Findings |  |