



Special Education Monitoring

Student Record Review Findings Report

August 30, 2023

	Total Reviewed	Total Noncompliant	Percent Non Compliant
Timelines			
A Initial evaluations were completed within 60 days of date parental consent was received	304	18	5.92%
B Initial IEP was conducted within 30 days of the Initial ER	304	2	0.66%
C The student is reevaluated every three years OR the parents and the school district agreed that a reevaluation was unnecessary	476	3	0.63%
D IEP is reviewed every twelve months	476	28	5.88%

Special Education Record			
A Is this an Initial Evaluation?			
B Does the record have an access log?	476	9	1.89%
C Does the record contain information about this student only?	476		
D Does the record contain evaluation data?	476		
E Does the record contain copies of Progress Reports sent to parents?	476	5	1.05%
Z Special Education Notes			

Referral			
Date of Referral:			
	476		



Special Education Monitoring

Student Record Review Findings Report

August 30, 2023

	Total Reviewed	Total Noncompliant	Percent Non Compliant
1 Referral from another district.	476		
2 Reconstructed referral.	476		
3 Current document not in record.	476	46	9.66%
A Were regular education interventions that include all four components tried prior to the referral?	185	17	9.19%
B Is a specific reason for the referral given?	185	5	2.70%
C Does the referral form contain the signature of the person making the referral?	185	10	5.41%
D Did the parent sign as the referring person?			
Z Referral Notes:			

Evaluation Plan

Date consent received:	476		
1 Current document not in record.	476	8	1.68%
2 Evaluation Plan from another district.	476		
B Is the Evaluation Plan signed by the parent?	472	8	1.69%



Special Education Monitoring

Student Record Review Findings Report

August 30, 2023

	Total Reviewed	Total Noncompliant	Percent Non Compliant
C If written permission was not obtained for reevaluation, does the record contain documentation of attempts to obtain parent signature for permission?	472	8	1.69%
D 2 Please Explain Other:	472		
A Does the Evaluation Plan indicate the reason why the student is being evaluated?	472	8	1.69%
D Was the Evaluation Plan provided in the parents' native language?	472	8	1.69%
D 1 List of identified assessment for use in the Evaluation Report.	472		
Z Evaluation Plan Notes:			

Evaluation Report

1 Date of last team meeting:	476		
2 Evaluation Report from another district.	476		
3 Current document not in record.	476	1	0.21%
4 Date of last assessment:	476		
5 School on the Evaluation Report:	476		
6 Special education teacher on Evaluation Report:	476		



Special Education Monitoring

Student Record Review Findings Report

August 30, 2023

	Total Reviewed	Total Noncompliant	Percent Non Compliant
A Does the Evaluation Report include comments from the parents or a note that the parents chose not to provide comments?	286	1	0.35%
B Does the Evaluation Report contain Classroom-Based Assessments that are complete and provide information on current performance?	286	8	2.80%
C Does the Classroom Assessment contain the student's involvement and progress in the general curriculum?	286	2	0.70%
D Does the Evaluation Report contain Observations by teachers and/or related services providers?	286		
E List of assessments that were marked on the Evaluation Plan but Not conducted.	286	3	1.05%
F List of Assessments that were conducted and not marked on the Evaluation Plan.	286	3	1.05%
G Does the Evaluation Report contain Implication for Educational Planning for all assessment areas that specify modifications/accommodations or suggested teaching methods?	286	15	5.24%
H Does the Initial Evaluation Report address all criteria for each identified disability?	213		
I Does the Evaluation Report contain a statement of need for special education and related services that specifically address that the student needs adapted content and/or adapted teaching methods and/or adapted instructional delivery?	286	1	0.35%
J Does the initial Evaluation Report contain the results of assessments in all areas related to the suspected disability?	213	1	0.47%
K Evaluation Report includes:	286		



Special Education Monitoring

Student Record Review Findings Report

August 30, 2023

	Total Reviewed	Total Noncompliant	Percent Non Compliant
K 1 Parents	286		
K 2 If parent did not attend, records of attempts to arrange a mutually agreed on time/place (NOTE: This may be documented through meeting notes, contact logs or copies of invitations.)	286	11	3.85%
K 3 Student	286		
K 4 Administrator	286	16	5.59%
K 5 Regular education teacher	286	17	5.94%
K 6 Special education teacher or Speech and Language Pathologist	286	11	3.85%
K 7 Teacher or specialist with knowledge in area of suspected disability (NOTE: This would be the special education teacher, parent or related service professional.)	286	9	3.15%
Z Evaluation Report Notes:			

IEP

1 Date of IEP being reviewed:	476		
2 Current document is not in record.	476	17	3.57%
3 Date of previous IEP:	476		
4 Select School on IEP:	476		



Special Education Monitoring

Student Record Review Findings
Report

August 30, 2023

	Total Reviewed	Total Noncompliant	Percent Non Compliant
5 Special Education Teacher on IEP:	476		
A Was the IEP in effect at the beginning of the school year?	431	6	1.39%
B Are the comments from the parents included or is it noted that the parents had no comments or did not attend?	431	5	1.16%
C Consideration of the following special factors: (NOTE: These factors may be addressed by goals, accommodations, modifications, specific plans (behavior, special health care, technology, etc.) or in the minutes.	431		
C 1 Whether student behavior impeded learning	431		
C 1a IEP documented consideration of this special factor	431		
C 1b IEP Team checked the item "Yes"	431		
C 2 Communication Needs	431		
C 2a IEP documented consideration of this special factor	431		
C 2b IEP Team checked the item "Yes"	431		
C 3 Assistive technology devices/services	431		
C 3a IEP documented consideration of this special factor	431		



Special Education Monitoring

Student Record Review Findings
Report

August 30, 2023

	Total Reviewed	Total Noncompliant	Percent Non Compliant
C 3b IEP Team checked the item "Yes"	431		
C 4 Limited English Proficiency	431		
C 4a IEP documented consideration of this special factor	431		
C 4b IEP Team checked the item "Yes"	431		
C 5 If any item in 1-4 is checked "Yes," the need is addressed in the IEP	431	3	0.70%
D For Student who is blind or visually impaired, did the IEP consider providing:	431		
D 1 Orientation and mobility?	431		
D 2 Instruction in Braille, Braille instruction, or if not, they explained why the student does not need instruction in Braille or Braille instruction?	431		
D 3 Please explain	431		
E Present Level of academic achievement and functional performance (PLAAFP)	431		
E 1 PLAAFP is present.	431	3	0.70%
E 2 PLAAFP describes academic performance (Knowledge: qualitative and quantitative).	431	36	8.35%



Special Education Monitoring

Student Record Review Findings
Report

August 30, 2023

	Total Reviewed	Total Noncompliant	Percent Non Compliant
E 3 PLAAFP describes functional performance (ability to apply knowledge).	431	11	2.55%
E 4 PLAAFP describes how the disability affects involvement and progress in the regular curriculum, or for preschool students, involvement in appropriate activities.	431	13	3.02%
F Measurable annual goals (MAG)	431		
F 1 MAG is present.	431	3	0.70%
F 2 MAG is aligned with PLAAFP (meets needs identified in PLAAFP).	431	31	7.19%
F 3 MAG describes expected level of performance.	431	1	0.23%
F 4 MAG includes how performance will be measured.	431	2	0.46%
F 5 MAG addresses enabling the child to be involved in and make progress in the regular curriculum or, for preschool children, to participate in appropriate activities.	431	1	0.23%
G Must be completed for children that take the CRT-Alt or whose IEP contains Short-term Objectives or Benchmarks (STOB).	431		
G 1 STOB is present.	431	2	0.46%
G 2 STOB is aligned with PLAAFP (meets needs identified in PLAAFP).	431	3	0.70%
G 3 STOB describes expected level of performance.	431	3	0.70%



Special Education Monitoring

Student Record Review Findings
Report

August 30, 2023

	Total Reviewed	Total Noncompliant	Percent Non Compliant
G 4 STOB includes how performance will be measured.	431	8	1.86%
H If the student does not participate in Physical Education, is specifically designed Physical Education included in the IEP?	431		
I Does the IEP identify how often progress reports will be sent to the parents?	431	1	0.23%
J Does the IEP consider the results of the most recent Evaluation Report?	431	3	0.70%
K Does the IEP team address any lack of progress in the general curriculum?	431	10	2.32%
L Are the frequency of special education and related services identified in the IEP?	431	2	0.46%
M Are the location of special education and related services identified in the IEP?	431	2	0.46%
N Is the date of initiation of special education and related services identified in the IEP?	431	3	0.70%
O Is the student's placement:	431		
O 1 Based on the amount and type of services identified in the IEP?	431	1	0.23%
O 2 As close as possible to the student's home?	431		
O 3 Is in a school within the attendance area of the student's residence?	431		



Special Education Monitoring

Student Record Review Findings
Report

August 30, 2023

	Total Reviewed	Total Noncompliant	Percent Non Compliant
O 4 In selecting the Least Restrictive Environment (LRE), was it determined after considering any potential harmful effect of the student or on the quality of services that he/she needs?	431	1	0.23%
P Does the IEP contain Supplementary Aids and Services which are necessary for the student and/or school personnel?	431	12	2.78%
Q Participation in State/Districtwide Assessments	431		
Q 1 The IEP addressed the student's participation in the assessments	431		
Q 1a Statewide Assessment	431	23	5.34%
Q 1b Districtwide Assessment	431	9	2.09%
Q 2 The student will participate in the following manner:	431		
Q 2a StateWide: Assessments	431		
Q 2b DistrictWide: Assessments	431		
R For students taking the state alternate assessment, the IEP addresses:	431		
R 1 Why the child cannot participate in the particular assessment	431		
R 2 Why the particular alternate assessment selected is appropriate for the student	431		



Special Education Monitoring

Student Record Review Findings Report

August 30, 2023

	Total Reviewed	Total Noncompliant	Percent Non Compliant
S Did the IEP team make a determination regarding the child's need for Extended School Year services?	431	2	0.46%
T If the IEP team decided to wait until later to determine if the student needs Extended School Year services, did the IEP team set a date to reconvene to discuss the need for Extended School Year services and met by the target date?	431	3	0.70%
U Did the IEP identify how each team member will be informed of his/her responsibilities and how he/she will have access to the IEP?	431	4	0.93%
V IEP includes:			
V 1 Parents	431	10	2.32%
V 2 If parent did not attend, records of attempts to arrange a mutually agreed on time/place. Note: This may be documented through meeting notes, contact logs or copies of invitations.	431		
V 3 Written consent obtained or 15-day letter sent prior to placement	431	16	3.71%
V 5 Administrator	431	10	2.32%
V 6 Regular education teacher	431	19	4.41%
V 7 Special Education teacher or Speech and Language Pathologist	431	8	1.86%
V 8 Teacher or specialist with knowledge in area of suspected disability. Note: This would be the special education teacher, parent or related service professional.	431	8	1.86%



Special Education Monitoring

Student Record Review Findings
Report

August 30, 2023

	Total Reviewed	Total Noncompliant	Percent Non Compliant
W If there was an IEP Team Member Excusal?			
X The excusal documented:	10		
X 1 The parent's consent for the excusal prior to the IEP meeting	10	1	10.00%
X 2 The member(s) to be excused	10		
X 3 Each excused member provided written input prior to the meeting	10	1	10.00%
X 4 Copies of the written input from each excused IEP Team member is included in the IEP document	10	1	10.00%
Y Reevaluation			
Z IEP Notes:			
V 4 Student, age 15 and older	92		
Transition IEP			
The IEP contains a secondary transition plan.	476		
A Was the student invited to attend the IEP meeting?	92	3	3.26%
B Does the transition IEP contain the student's desired postschool activities?	92		



Special Education Monitoring

Student Record Review Findings
Report

August 30, 2023

	Total Reviewed	Total Noncompliant	Percent Non Compliant
C Were age-appropriate transition assessments for training conducted?	92	9	9.78%
D Were age-appropriate transition assessments for education conducted?	92	8	8.70%
E Were age-appropriate transition assessments for employment conducted?	92	10	10.87%
F If appropriate, were age-appropriate transition assessments for independent living skills conducted?	92	3	3.26%
F 1 Reason if not conducted:	92		
G Does the transition IEP contain a measureable post-secondary goal for education or training?	92	6	6.52%
H Does the transition IEP contain a measureable post-secondary goal related to employment?	92	7	7.61%
I If appropriate, does the transition IEP contain post-secondary goals for independent living skills?	92	2	2.17%
J Are the post-secondary goals updated annually in conjunction with the development of the current IEP?	92	3	3.26%
K does the IEP contain courses of study that align with the student's post-secondary goals for the full term of the IEP?	92		
L Were the Needed Transition Services considered?	92	2	2.17%
M Are there other agencies providing transition services prior to graduation?			



Special Education Monitoring

Student Record Review Findings
Report

August 30, 2023

	Total Reviewed	Total Noncompliant	Percent Non Compliant
N If other agencies were providing transition services prior to graduation, does the IEP team include representatives of the other agencies providing the transition services?			
O Did the district invite, with parent permission, any other agency that is likely to be responsible for providing or paying for transition services prior to the student's graduation?	4	2	50.00%
P If the agency failed to provide transition services described in the IEP, did the district reconvene the IEP team to identify alternative strategies?	4		
Q For students age 17 or older	31		
Q 1 Was the student informed of rights that will transfer at age of majority at least one year prior to the student turning 18?	31		
Q 2 Was the parent informed of rights that will transfer at age of majority at least one year prior to the student turning 18?	31		
Z Transition IEP Notes:			

IEP Amendment

The IEP was amended

1 Select School on IEP Amendment:

2 Special education teacher on IEP Amendment:

A The IEP Amendment indicated the date of the IEP being amended

40



Special Education Monitoring

Student Record Review Findings
Report

August 30, 2023

	Total Reviewed	Total Noncompliant	Percent Non Compliant
B The IEP Amendment indicates what areas of the IEP are being amended	40		
D The IEP Amendment was approved by the parent	40	1	2.50%
E The IEP Amendment was approved by the administrator	40	2	5.00%
Z IEP Amendment Notes:			
C Copies of the changes to the IEP are attached	40		
F The IEP Amendment was approved by the special education teacher or speech/language pathologist	40		

Prior Written Notice

- A Actions proposed or refused. One of the initiation or change in the educational placement of the student or in the provision of FAPE boxes is marked.
- B Parents were provided PWN.
- C A description of the proposed or refused action(s) by the agency.
- D An explanation of why the agency proposes or refuses to take the action) .
- E A description of each evaluation procedure, assessment, record, or report the agency used as a basis for the proposed or refused action.
- F 0 A description of other factors that are relevant to the agency's proposal or refusal.



Special Education Monitoring

Student Record Review Findings Report

August 30, 2023

	Total Reviewed	Total Noncompliant	Percent Non Compliant
Transfer Student			
Select transfer type			
1 The District consulted with parent(s)			
1 1 Date of Documentation			
A The district implemented the student's IEP	125	10	8.00%
A 1 Date of Documentation:	125		
B Date of Documentation:	58		
B 1 The district determined that the student is eligible in Montana. (For out of state transfers only)	58	1	1.72%
Z Transfer Student Notes:			

Surrogate Parent

- A The information in the file shows one or more of the following:
- B The school determined whether the child needs a surrogate parent and forwarded a nominee to the court within 10 days of determination.
- C The Youth Court assigned a surrogate parent to the child within 20 days of receipt of documentation of need.



Special Education Monitoring

Student Record Review Findings Report

August 30, 2023

Total Reviewed Total Noncompliant Percent Non Compliant

D If the child is a ward of the state, the surrogate parent alternatively was appointed by a judge overseeing the child's case.

E The surrogate parent is not an employee of the school district/agency, or any other agency that is involved in the education or care of the child; has no personal or professional interest that conflicts with the interest of the child the surrogate parent represents; and has knowledge and skills that ensure adequate representation of the child.

Z Surrogate Parents Notes:

Private School

A Did the district make an offer of a Free Appropriate Public Education (FAPE) to a parentally placed child with disabilities in a private school?

10

B Does the student have a service plan?

10

C Was an IEP developed?

10

C 1 Date of developed IEP:

10

D 1 The parents refused services

10

D 1a Date of documentation:

10

D 2 Why the district chose not to develop a service plan

10

D 2a Date of documentation:

10



Special Education Monitoring

Student Record Review Findings Report

August 30, 2023

	Total Reviewed	Total Noncompliant	Percent Non Compliant
D 2b Please provide reason(s)	10		
Z Private School Notes:			
B 1 Date of current service plan:	10		
D If the student does not have a service plan and no IEP was developed, is there documentation of one of the following:	10		

Aversive Treatment

Date of Evaluation Report of Individual Education Plan:			
A The aversive treatment procedures are designed to address the behavioral needs of the individual student?	9		
B The aversive treatment procedures are approved by the IEP team?	9		
C Any student in isolation timeout is under the direct constant visual observation of a designated staff person throughout the entire period of isolation?	9		
D Subsequent to a functional behavioral assessment, a series of no less than two written positive behavioral intervention strategies, which were designed to target the behavior to be changed, were previously implemented?	9		
E The IEP team included a person trained and knowledgeable about best practices in the application of positive behavioral interventions, aversive treatment procedures and non-aversive alternatives for de-escalation of behaviors?	9		



Special Education Monitoring

Student Record Review Findings
Report

August 30, 2023

	Total Reviewed	Total Noncompliant	Percent Non Compliant
F A written behavioral intervention plan using aversive treatment procedures is developed and incorporated as part of the IEP?	9		
G The Behavior Intervention Plan: Includes a statement describing no less than two positive behavioral intervention strategies previously attempted and the results of these interventions?	9		
H The Behavior Intervention Plan: Describes the target behavior(s) that will be consequential with the use of the aversive treatment procedure(s)?	9		
I The Behavior Intervention Plan: Includes short-term objective(s) with measurable criteria stating the expected change in the target behavior(s)?	9		
J The Behavior Intervention Plan: Provides a written description of the aversive treatment procedures	9		
K The Behavior Intervention Plan: Specifies a time limit for the use of the aversive treatment procedure for any one instance?	9		
L The Behavior Intervention Plan: Includes data collection procedures for recording each application of the aversive treatment(s)?	9		
M The Behavior Intervention Plan: States when the IEP team will meet to review the ongoing use, modification or termination of the aversive procedure?	9		
N The Behavior Intervention Plan: Designates an individual responsible for ongoing review and analysis of the data on the target behavior?	9		
O The Behavior Intervention Plan: States how the student's parents will be regularly informed of the progress toward the short-term objectives in the IEP?	9		



Special Education Monitoring

Student Record Review Findings
Report

August 30, 2023

	Total Reviewed	Total Noncompliant	Percent Non Compliant
P The Behavior Intervention Plan: States whether any standard school disciplinary measures are waived?	9		
Q Parents were informed that their consent to the IEP includes consent for the aversive treatment plan?	9		
Z Aversive Treatment Procedure Notes:			

Suspension/Expulsion

If the child has been removed from his/her current placement for more than 10 school days in the current school year, the public agency:

A Provided services to the extent necessary to enable the child to appropriately progress in the general curriculum.	9		
B Provided services to the extent necessary to enable the child to appropriately advance toward achieving the goals set out in the child's IEP.	9		
C Conducted a Manifestation Determination.			
C 1 Date of Manifestation Determination:			
D Not later than the date on which the decision to remove the student is made, parents were notified of that decision and provided the procedural safeguards notice.	9		
E No later than 10 school days after the date on which the decision to remove the student was made, a review was conducted of the relationship between the child's disability and the behavior subject to the disciplinary action.	9		



Special Education Monitoring

Student Record Review Findings
Report

August 30, 2023

	Total Reviewed	Total Noncompliant	Percent Non Compliant
F The review was conducted by the district, the parent, and relevant members of the IEP team.	9		
G The IEP Team considered: Evaluation and diagnostic results, including results or other relevant information provided by the parents of the child.	9		
H The IEP Team considered: Observations of the child.	9		
I The IEP Team considered: The child's IEP and placement.	9		
J The team made a determination that: The conduct in question was caused by, or had a direct and substantial relationship to, the child's disability.			
K The team made a determination that: The conduct in question was the direct result of the district's failure to implement the IEP.			
L The team made a determination that: If the team identified that the district failed to implement the child's IEP, the district took immediate steps to remedy those deficiencies.	1		
M The team made a determination that: The behavior in question was determined to be a manifestation of the child's disability.			
N The team made a determination that: The district conducted a Functional Behavioral Assessment and reviewed, as necessary, the student's IEP and/or Behavior Intervention Plan.	9		
Z Suspension/Expulsion Notes:			

Graduate

A Does the student record contain a completed graduation form?	56	1	1.79%
--	----	---	-------



Special Education Monitoring

Student Record Review Findings Report

August 30, 2023

	Total Reviewed	Total Noncompliant	Percent Non Compliant
B Does the student record contain a completed Summary of Performance form (or reasonable facsimile)?	56	4	7.14%
Z High School Graduate Notes:			

Exited Student

A Does the student record indicate the student was exited by the Evaluation Report process?	45		
B Did the Evaluation Report document whether the exit was due to no longer having a disability or no longer needing special education services?	45		
Z Exited Student Notes:			

Revocation of Consent

A Did the parent revoke consent in writing?	8		
A 1 Date in which the revocation of consent was received by the school district:	8		
B Does the student record indicate the district responded to the revocation in writing with the prior written notice?	8		
B 1 Date in which the district responded with the prior written notice:	8		
Z Revocation of Consent Notes:			