Cross Functional Monitoring

Presented by:
Glenda Henderson
Dr. Deborah Reagin
Belinda Tiller
October 2019
Learning Targets

- I can identify the information that is required for CFM for FY20.
- I can locate the forms needed to prepare for CFM on the Federal Programs Website.
- I can identify the folders that will be reviewed for CFM.
IDEA Compliance Monitoring

Two parts:

• Policies, Practices and Procedures will follow the State Rules Outline

  State Rules Outline

• Student Folder Review will be completed using the Due Process Checklist

  Due Process Checklist
IDEA/RDA Compliance Folder Review:

• 2 Preschool
• 2 Elementary
• 2 Middle
• 5 High School (age 16 and older)
• 2 GNETS
• 2 Residential, if applicable
Things to Know

- Completed in the **Special Education Dashboard** in the **Portal**. LEA should follow the directions for the upload of information in the **Special Education Dashboard Portal** application.

- Desk audit will be **prior** to scheduled on-site visit by fiscal team.

- Any additional information needed will be requested on the **same day** as scheduled on-site visit.

- Student names will be selected and available to LEA **four weeks** prior to scheduled date of the onsite visit.

- Data and LEA policies will be uploaded no later than **two weeks** prior to on-site visit.
LEA CFM Information

• A letter was sent to the LEA with dates for the onsite monitoring. Check with your Superintendent if you are scheduled for CFM and do not know the date of the projected visit.

• Technical assistance documents are available on Federal Programs Monitoring website.

  Federal Programs Monitoring Documents

• Beginning this year, the Transition Survey will be embedded in the CFM Review.
How can I prepare?

Review the training document with Special Education Staff to ensure that all parts of the IEP are completed when writing IEP's.

CFM Training Document

How can I prepare?

Follow the directions for the upload of the documents so the information that is submitted is organized.

Do not wait until the last minute to get all the things for each folder to be uploaded together.

Ask your DL if you are not clear on a part of the monitoring.
Questions
IEP Review
On-Site Technical Assistance

- Limited to two LEAs from each size group; only those on FY20 monitoring cycle
- LEAs will have opportunity to volunteer prior to implementation of data-based selection process
- Scheduled before CFM date
- Will use APR and targeted questions to guide onsite conversations and school visits
- Technical assistance will aid LEA in improving student outcomes
Monitoring Tips

• Start Early...

• Make sure all the latest documents for the folders selected are at the central office should additional information be needed on the day of monitoring.

• Review and Amend the IEP's if needed when errors are found.

• Call your DL and ask questions.


• Have a peer review of your IEP's.
Resources

- Due Process Checklist for Student Folder Review
- Georgia Special Education Rules Outline
- CFM Training Document
- Federal Programs Monitoring Website