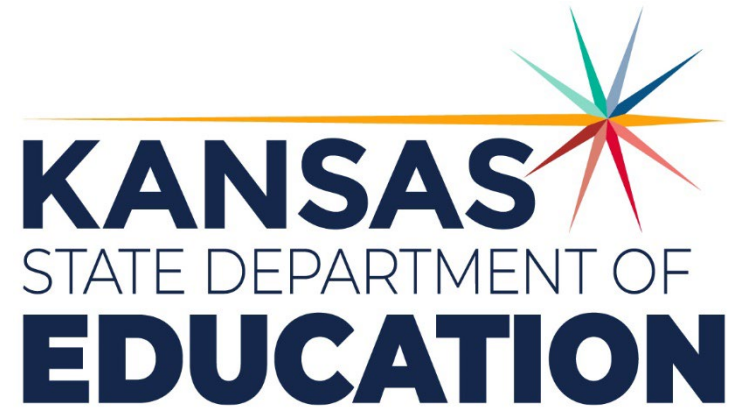




Significant Disproportionality: *Targeted* Self-Assessment Tool

A review of policies, practices, and procedures in the area of identification of children with disabilities

A local educational agency (LEA) identified by the state as having significant disproportionality is required to review and, if appropriate, revise its policies, practices, and procedures used in identification or placement in particular education settings, and/or disciplinary removals, to ensure that the policies, practices, and procedures comply with the requirements of the Individuals with Disabilities Education Act (IDEA); and publicly report on the revision of those policies, practices, and procedures consistent with the requirements of the Family Educational Rights and Privacy Act, its implementing regulations in 34 CFR part 99, and Section 618(b)(1) of the IDEA. 20 U.S.C. § 1418(d)(1); 34 C.F.R. § 300.646(a).

The review and, if appropriate, revision must be conducted every year in which the LEA is identified with significant disproportionality. See 34 C.F.R. § 300.646(c)(1).

LEA # and Name: _____

Contact Name: _____

Contact Email: _____

Contact Phone: _____

This tool is intended only for LEAs who are conducting a consecutive annual policy, practice, and procedures review in the same area of disproportionality.

Such LEAs are required to verify prior year responses for the targeted areas provided here by providing a link or copy to the policy or procedure and conduct updated review and response to all items in which a policy, practice, or procedure has changed since the prior year's review. The LEA must address any continuing or new policy, practice, or procedure it identifies as contributing to the significant disproportionality in its comprehensive coordinated early intervening services (CCEIS) plan. LEAs are encouraged to contact KSDE for assistance in the completion and submission of this self-assessment and any questions regarding the applicable timelines and related actions required due to the LEA's significant disproportionality. Technical assistance in conducting this review is available; contact your KSDE Significant Disproportionality Lead and Technical Assistance Team members, or request TA at www.ksdetasn.org. LEAs are encouraged to contact KSDE at any time with questions regarding the applicable timelines and actions required due to the LEA's significant disproportionality.

Significant Disproportionality: Targeted Self-Assessment Tool – Identification
Related Requirements Section 1: Child Find, Screening, and General Education Interventions

Part I: Review of Policies, Practices & Procedures for the Related IDEA Requirement	Verification Provide specific link or attach a copy of the policy and/or procedure (i.e., board policy, handbook, LEA form, memorandum)	Changes since last review? Has the policy or procedure changed since the LEAs last review? YES/NO	If Yes, Conduct Policy & Procedure Review. Is there evidence that a compliant LEA Policy and/or Procedure is in place? YES/NO	If NO Is this contributing to the LEAs identified disproportionality? YES/NO	Changes since last review? Have the LEA Practices changed since the LEAs last review? YES/NO	If Yes, Conduct Practices Review. Are the LEA Practices consistent with the regulatory requirement? YES/NO	If YES Is this contributing to the LEAs identified disproportionality? YES/NO	KSDE Only Timely submitted and responses verified by KSDE? YES/NO	KSDE Only Reviewer Comments
Has the board adopted policies and procedures to identify, locate, and evaluate all children with exceptionalities residing in its jurisdiction, including children with exceptionalities who meet any of the following criteria: (1) Attend private schools; (2) are highly mobile, including migrant and homeless children; or (3) are suspected of being children with disabilities even though they are advancing from grade to grade? K.A.R. 91-40-7(a)									
Each board's policies and procedures under this regulation shall include age appropriate screening procedures that meet the following requirements: (1) For children younger than five years of age, observations, instruments, measures, and techniques that disclose any potential disabilities or developmental delays that indicate a need for evaluation, including hearing and vision screening;									
Each board's policies and procedures under this regulation shall include age appropriate screening procedures that meet the following requirements: (2) for children from ages five through 21, observations, instruments, measures, and techniques that disclose any potential exceptionality and indicate a need for evaluation, including hearing and vision screening as required by state law; and									

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Part I: Review of Policies, Practices & Procedures for the Related IDEA Requirement	Verification Provide specific link or attach a copy of the policy and/or procedure (i.e., board policy, handbook, LEA form, memorandum)	Changes since last review? Has the policy or procedure changed since the LEAs last review? YES/NO	If Yes, Conduct Policy & Procedure Review. Is there evidence that a compliant LEA Policy and/or Procedure is in place? YES/NO	If NO Is this contributing to the LEAs identified disproportionality? YES/NO	Changes since last review? Have the LEA Practices changed since the LEAs last review? YES/NO	If Yes, Conduct Practices Review. Are the LEA Practices consistent with the regulatory requirement? YES/NO	If YES Is this contributing to the LEAs identified disproportionality? YES/NO	KSDE Only Timely submitted and responses verified by KSDE? YES/NO	KSDE Only Reviewer Comments
Each board's policies and procedures under this regulation shall include age appropriate screening procedures that meet the following requirements: (3) implementation of procedures ensuring the early identification and assessment of disabilities in children K.A.R. 91-40-7(b)									
Any board may refer a child who is enrolled in public school for an evaluation if one of the following conditions is met: (1) School personnel have data-based documentation indicating that general education interventions and strategies would be inadequate to address the areas of concern for the child. K.A.R. 91-40-7(c)(1)									
(2) School personnel have data-based documentation indicating that before the referral or as a part of the referral, all of the following conditions were met: (A) The child was provided with appropriate instruction in regular education settings that was delivered by qualified personnel. (B) The child's academic achievement was repeatedly assessed at reasonable intervals that reflected formal assessment of the student's progress during instruction. (C) The assessment results were provided to the child's parent or parents. (D) The assessment results indicate that an evaluation is appropriate. K.A.R. 91-40-7(c)(2)									

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(3) The parent of the child requests and gives written consent for, an evaluation of the child, and the board agrees that an evaluation of the child is appropriate. K.A.R. 91-40-7(c)(3)									
Part II: Revision of Policies, Practices, Procedures, if applicable	Provide documentation of revision for any noncompliant policies, practices, and procedures. (Cite the applicable requirement to the left and add lines below as needed.)							KSDE Only Timely submitted and responses verified by KSDE? YES/NO	KSDE Only Reviewer Comments
Part III: Publicly Posting Revised Policies, Practices, and Procedures, if applicable	Provide documentation that the LEA publicly reported on all revised policy, practice, and/or procedures. (Cite the applicable requirement to the left and add lines below as needed.)							KSDE Only Revised PPP publicly reported and timely submitted? YES/NO	

Related Requirements Section 2: Evaluation & Eligibility

Part I: Review of Policies, Practices & Procedures for the Related IDEA Requirement	Verification Provide specific link or attach a copy of the policy and/or procedure (i.e., board policy, handbook, LEA form, memorandum)	Changes since last review? Has the policy or procedure changed since the LEAs last review? YES/NO	If Yes, Conduct Policy & Procedure Review. Is there evidence that a compliant LEA Policy and/or Procedure is in place? YES/NO	If NO Is this contributing to the LEAs identified disproportionality? YES/NO	Changes since last review? Have the LEA Practices changed since the LEAs last review? YES/NO	If Yes, Conduct Practices Review. Are the LEA Practices consistent with the regulatory requirement? YES/NO	If YES Is this contributing to the LEAs identified disproportionality? YES/NO	KSDE Only Timely submitted and responses verified by KSDE? YES/NO	KSDE Only Reviewer Comments
Does the LEA have and make known to families and LEA staff the procedures for requesting an initial evaluation? K.A.R. 91-40-7(c)									
Does the LEA conduct initial evaluations within state established timelines? K.S.A. 72-3428(f)-(g)									
Does the LEA conduct reevaluations when it determines that the educational or related services needs, including improved academic achievement and functional performance of the child warrant a reevaluation? K.S.A. 72-3428(h)(1)									
Does the LEA conduct reevaluations at least once every three years, unless the parents and the LEA agree that a reevaluation is unnecessary? K.S.A. 72-3428(h)(2)									
In conducting the evaluation, does the LEA: (1) Use a variety of assessment tools and strategies to gather relevant functional, developmental and academic information, including information provided by the parent, that may assist in determining whether the child is an exceptional child and the content of the child's individualized education program, including information related to enabling the child to be involved, and progress, in the general education curriculum or, for preschool children, to participate in appropriate activities; K.S.A. 72-3428(b)									
(2) not use any single measure or assessment as the sole criterion for determining whether a child is an exceptional child or determining an appropriate educational program for the child; K.S.A. 72-3428(b)									

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(3) use technically sound instruments that may assess the relative contribution of cognitive and behavioral factors, in addition to physical or developmental factors; and K.S.A. 72-3428(b)?									
Are assessments and evaluation materials selected and administered so as not to be discriminatory on a racial or cultural basis? K.S.A. 72-3428(c)(1)									
Are assessments and evaluation materials provided and administered in the language and form most likely to yield accurate information on what the child knows and is able to do academically, developmentally and functionally, unless it is not feasible to so provide or administer? K.S.A. 72-3428(c)(1)									
Are assessment tools and strategies that provide relevant information that directly assists persons in determining the educational needs of the child provided? K.S.A. 72-3428(c)(3)									
Are the assessments of any child who transfers from another agency during the school year coordinated with the child's prior school, as necessary and as expeditiously as possible, to ensure prompt completion of an evaluation begun by the prior school? K.S.A. 72-3428(c)(4)									
Is each child assessed in all areas related to a suspected exceptionality, including, if appropriate, health, vision, hearing, social/emotional status, general intelligence, academic performance, communicative status, and motor abilities? K.A.R. 91-40-9 (b)(1)									

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Does the LEA ensure that in making a determination of eligibility under this section, a child shall not be determined to be an exceptional child if the determinant factor for such determination is lack of instruction in reading, including instruction using the essential components of reading instruction, math or limited English proficiency? K.S.A. 72-3428(f)									
Part II: Revision of Policies, Practices, Procedures, if applicable		Provide documentation of revision for any noncompliant policies, practices, and procedures. (Cite the applicable requirement to the left and add lines below as needed.)					KSDE Only Timely completed & received? YES/NO	KSDE Only Reviewer Comments	
Part III: Publicly Posting Revised Policies, Practices, and Procedures, if applicable		Provide documentation that the LEA publicly reported on all revised policy, practice, and/or procedures. (Cite the applicable requirement to the left and add lines below as needed.)					KSDE Only Revised PPP publicly reported and timely submitted? YES/NO		

Related Requirements Section 3: General Agency Policies, Practices, Procedures Related to Identification

Part I: Review of Policies, Practices & Procedures for the Related IDEA Requirement	Verification Provide specific link or attach a copy of the policy and/or procedure (i.e., board policy, handbook, LEA form, memorandum)	Changes since last review? Has the policy or procedure changed since the LEAs last review? YES/NO	If Yes, Conduct Policy & Procedure Review. Is there evidence that a compliant LEA Policy and/or Procedure is in place? YES/NO	If NO Is this contributing to the LEAs identified disproportionality? YES/NO	Changes since last review? Have the LEA Practices changed since the LEAs last review? YES/NO	If Yes, Conduct Practices Review. Are the LEA Practices consistent with the regulatory requirement? YES/NO	If YES Is this contributing to the LEAs identified disproportionality? YES/NO	KSDE Only Timely submitted and responses verified by KSDE? YES/NO	KSDE Only Reviewer Comments
Do LEA policies and procedures in curriculum and instruction incorporate awareness of the ways in which race, ethnicity, culture, social class, ability and language impact learning?									
Do LEA policies and procedures support differentiated instruction and general education supports to increase access to the general curriculum for all students?									
Do LEA policies and procedures provide for a system of supports for all students?									
Does the LEA professional learning support collaboration among general and special educators?									
Are data on disproportionality integrated within the LEA and schools' continuous improvement and planning processes?									

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Part II: Revision of Policies, Practices, Procedures, if applicable	Provide documentation of revision for any noncompliant policies, practices, and procedures. (Cite the applicable requirement to the left and add lines below as needed.)	KSDE Only Timely completed & received? YES/NO	KSDE Only Reviewer Comments

Part III: Publicly Posting Revised Policies, Practices, and Procedures, if applicable	Provide documentation that the LEA publicly reported on all revised policy, practice, and/or procedures. (Cite the applicable requirement to the left and add lines below as needed.)	KSDE Only Revised PPP publicly reported and timely submitted? YES/NO

LEA Certification of Accuracy

By submitting this form, I verify that the information provided in this report is accurate.

Name of LEA Representative Submitting this Report

Date

KSDE USE ONLY

Self-Assessment Tool Review KIAS Compliance Processing

Any LEA identified with noncompliance is required to take specific corrective actions to timely correct the finding of noncompliance as soon as possible and in no case more than one year from the state’s identification of the noncompliance. The correction of noncompliance includes updating relevant policies, procedures, and/or practices.

Compliance Determination based on Self-Assessment Tool: The LEA has been identified as having noncompliance with the following IDEA requirement(s):

COMPLIANT
No Corrections Required

NONCOMPLIANT
Updated Police, Procedures, and/or Practices Required

Comments:

KSDE USE ONLY

Date: KSDE Initial Compliance Notification sent to LEA

Date: Initial Compliance Notification sent to LEA _____

(Use this field if correction of noncompliance required. If correction of noncompliance is not required after initial review, use the KSDE Final Compliance Notification sent to LEA field below.)

KSDE USE ONLY
Correction of Noncompliance Review

Date: Correction of Noncompliance due to KSDE _____

Date: Correction of Noncompliance Submitted _____

Date: KSDE review of correction of updated policies, practices, and/or procedures _____

KSDE USE ONLY
Final Compliance Determination

COMPLIANT
Correction of polices, practices
and/or procedures reviewed by KSDE
and completed within timeframe

NONCOMPLIANT
Noncompliance still not corrected – further revisions
required to policies, practices, and/or procedures

Comments:

Date: KSDE Final Compliance Notification sent to LEA _____