

Special Education Monitoring

Nonpublic School Reapproval Process

Guidance for Nonpublic Schools Seeking Reapproval to Contract with LEAs

Purpose: The Texas Education Agency (TEA) is required to approve nonpublic schools through a review of both day and residential nonpublic programs with which local education agencies (LEAs) may contract for special education instruction and related services. The legal responsibility for providing appropriate educational services to students remains with the LEA. This responsibility includes developing an individualized education program (IEP), evaluating student progress toward achieving individual objectives, and developing a plan for returning the student to the home campus. An admission, review, and dismissal (ARD) committee may not place students in a nonpublic school that is not approved by the TEA.

Applicability: This process is applicable to all nonpublic schools seeking day and/or residential nonpublic school reapproval.

Scope of Review: For reapproval of a nonpublic school, an on-site review is conducted by the TEA prior to the end of the current approval period. Prior to the on-site visit, nonpublic schools must complete and submit to the TEA a *Nonpublic School Self-Analysis for Nonpublic Placements*. The scope of the self-analysis includes a review of current nonpublic school policy and procedures to determine whether the nonpublic school has a system in place that addresses each component.

INSTRUCTIONS

Step 1: Download and Complete the Nonpublic School Self-Analysis for Nonpublic Placements

1. From the **Nonpublic School Guidance and Resources for Special Education webpage** which is located on the Program Monitoring and Interventions website at: <http://www.tea.state.tx.us/pmi> and selecting the **Special Education Nonpublic Monitoring** link then selecting the guidance and resources link. Download the document titled Nonpublic School Self-Analysis for Nonpublic Placements.
2. Save the document on your computer.
3. Open the PDF document in Adobe.

4. If you have trouble opening the file, contact the Division of Program Monitoring and Interventions by email at pmidivision@tea.state.tx.us with your issue.

Step 2:

Completing the Nonpublic School Self-Analysis for Nonpublic Placements

The nonpublic school will complete a self-analysis of each specific item for the following categories:

- *IEP Implementation;*
- *Disciplinary Removals;*
- *Confidentiality;*
- *Personnel Credentials;*
- *Program Activities/Contractual Obligations; and*
- *Written Curriculum.*

The nonpublic school must determine if it has a system in place that addresses the items listed in the document. Check “Yes” or “No” to indicate if the nonpublic school is in compliance with state and federal requirements.

Step 3:

Required Material Submissions to the Agency:

Complete the Nonpublic School Self-Analysis for Nonpublic Placements prior to the nonpublic school visit and submit the documents to the TEA via the *Intervention Stage and Activity Manager* (ISAM) application within the Texas Education Agency Secure Environment (TEASE) by the requested deadlines. The submittal date depends upon the timeline established for the on-site review.

Next Steps: Upon receipt of the nonpublic school’s submission the Division of Program Monitoring and Interventions, will begin its reapproval process and arrange for an on-site monitoring visit to the nonpublic school. Instructions for downloading and submitting files in ISAM are available in the Resources section of the Program Monitoring and Interventions website at the following link: www.tea.state.tx.us/pmi.