



Nonpublic School Review Process

Nonpublic Assurance Checklist for Contracting with Districts

Nonpublic School Name: School Year:

Nonpublic School Contact Name: Phone #:

Identify if the nonpublic school has a system in place that addresses each item below by checking "Yes" or "No".		
1. ARD Committee Participation: Nonpublic staff participate in ARD committee meetings.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2. IEP Implementation: Written reports of IEP progress are sent to parents on the same timely basis as those provided to parents in the district. <i>34 Code of Federal Regulations (CFR) §300.320(a)(3)(ii).</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3. IEP Implementation: Staff development is provided to improve education. <i>Texas Education Code (TEC) §21.451(a)(2).</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
4. IEP Implementation: Students receive the amount of special education and related services specified in their IEPs. <i>34 CFR §300.17(d).</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5. IEP Implementation: The nonpublic school monitors all provided special education and related service to the student as written in the IEP.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
6. IEP Implementation: As appropriate, general education teachers have the opportunity to provide input and request assistance regarding IEP implementation. <i>34 CFR §300.324(a)(3), (b)(3).</i>	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	<input type="checkbox"/> No
7. IEP Implementation: There is documentation that each teacher has received relevant portions of students' IEPs. <i>34 CFR §300.323(d).</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
8. IEP Implementation: Student(s) placed by a district will be provided special education services that meets the standards that apply to education provided by the district. <i>34 CFR §300.146.</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
9. IEP Implementation: If an assistive technology (AT) device or service has been specified in the student's IEP, the nonpublic school provides the AT device and the AT services. <i>34 CFR §300.105(a).</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
10. Discipline: The nonpublic school has developed written policies, procedures, and operating guidelines that set forth necessary steps to be followed in conjunction with the district when taking disciplinary action with respect to students with disabilities. <i>34 CFR §300.530, §300.531, §300.536.</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
11. Discipline: The nonpublic school assures that staff that may be involved in time-out and/or restraint activities have received the required training. <i>TEC §37.0021 and 19 Texas Administrative Code (TAC) §89.1053.</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
12. Confidentiality: The nonpublic school maintains a current listing of the names and positions of those employees who may have access to confidential information. <i>34 CFR §300.623(d).</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
13. Confidentiality: One official of the nonpublic school has assumed responsibility for ensuring confidentiality. <i>34 CFR §300.623(b).</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
14. Confidentiality: All individuals collecting or using personally identifiable information must receive training or instruction regarding the State's policies and procedures. <i>34 CFR §300.623(c).</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
15. Confidentiality: The nonpublic school informs the parent when confidential material that has been collected, used, or maintained is no longer needed and destroys the records at parents' request. <i>34 CFR §300.624.</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
16. Confidentiality: Notice of confidentiality rights is given to the parent on an annual basis. <i>34 CFR §300.612(a)(4).</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
17. Confidentiality: The nonpublic school permits parents to inspect and review any education records relating to their children and provides them with an explanation and interpretation of the records requested. <i>34 CFR §300.613.</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
18. Confidentiality: The nonpublic school provides the parents with copies of records if failure to provide those copies would prevent the parent from exercising the right to review and inspect the records of their child. <i>34 CFR §300.613(b)(2).</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No

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19. Confidentiality: The nonpublic school provides the parent or a representative of the parent an opportunity to inspect and review their child's record. <i>34 CFR §300.613(b)(3).</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
20. Confidentiality: If the nonpublic school charges a fee for copies of records that are made for parents, the requested fee does not prevent the parents from exercising their right to inspect and review those records. <i>34 CFR §300.617.</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
21. Confidentiality: The nonpublic school keeps a record of parties obtaining access to education records (except access by parents and authorized employees of the district or nonpublic school), including the name of the party, the date access was given, and the purpose for which the party is authorized to use the records. <i>34 CFR §300.614.</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
22. Confidentiality: The nonpublic school assures that if any educational record includes information on more than one child, the parents of those children have the right to inspect and review only the information relating to their child. <i>34 CFR §300.615.</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
23. Confidentiality: The nonpublic school provides the parents, upon request, with a list of the types and locations of education records maintained by the nonpublic school. <i>34 CFR §300.616.</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
24. Personnel Credentials: The nonpublic school employs general education, special education, and related services personnel that are certified, endorsed, or licensed in the area of assignment. <i>34 CFR §300.156; §89.1131; and SBEC rules as appropriate.</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
25. Personnel Credentials: Personnel employed by the nonpublic school have been subject to a criminal background check (to include fingerprinting) in a manner consistent with that applied to public school employees. <i>TEC §22.083 and 19 TAC §153.1109(a)(3).</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
26. Program Activities/Contractual Obligations: The contract state the nonpublic school shall periodically report to the district on the services the student has received in accordance with the contract as well as diagnostic or other evaluative information the district requires. <i>TEC §29.008(d).</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
27. Program Activities/Contractual Obligations: Special education services are provided at no cost to the parents. If placement in a private residential program is necessary to provide special education and related services to a child with a disability, that program must be at no cost to the parents of the child. <i>34 CFR §300.104 and §300.39(a)(1).</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
28. Written Curriculum: The nonpublic school has a process to transfer course work and credit information in an appropriate format to the district according to the Minimum Standards for the Academic Achievement Record. <i>TEC §28.025(e).</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
29. Written Curriculum: The nonpublic school has participated with the IEP team in determining which assessments of student achievement will be used and the accommodations necessary for the student to participate in local and statewide assessments. <i>19 TAC §89.1055(b).</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
30. Written Curriculum: The nonpublic school assures there is a written curriculum that is aligned with the Texas Essential Knowledge and Skills (TEKS) and provides opportunity for access to and progress in the TEKS as appropriate for the students placed at the nonpublic school. <i>34 CFR §300.320(a)(1), §300.320(a)(2)(i)(A), and §300.320(a)(4)(ii).</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
31. Requirements for Placement: The nonpublic school assures there is no requirement for parents to consent to additional medication for the student to be eligible for placement at the school.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
32. Requirements for Placement: The nonpublic school is designed for its function, receives proper maintenance, is free from safety and health hazards, and provisions are made to accommodate the needs of persons with disabilities.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
33. Applicable only for nonpublic schools seeking approval for residential placements: The nonpublic school has been licensed by the Texas Department of Human Services, Texas Department of Health, Texas Department of Protective and Regulatory Services, Texas Council on Alcohol and Drug Abuse, or other appropriate licensing agency. Name of Agency: <input style="width: 600px;" type="text"/> Contact Person: <input style="width: 300px;" type="text"/> Phone number: <input style="width: 150px;" type="text"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Signature of person completing form

Printed name & position

Date