



Cycle 1 Group 2

January 2020 – March 2020

## Texas Education Agency 2019–2020 CYCLICAL MONITORING REPORT

Local Education Agency (LEA) Name: London ISD

CDN: 178-906

LEA Compliant

Non-Compliance Identified

Corrective Actions: Completed

### INTRODUCTION

The Texas Education Agency (TEA) would like to extend appreciation to London ISD for their efforts, attention, and time committed to the completion of the review process.

The TEA has developed a monitoring approach that reviews compliance-based indicators while also looking for best practices. In commitment to the approach, the cyclical monitoring report will provide the results of the LEA's compliance review related to the Individuals with Disabilities Education Act (IDEA) and federal and state statutes, a summary of data related to Results-Driven Accountability (RDA), State Performance Plan (SPP), and Significant Disproportionality (SD), recommend targeted technical assistance and support for LEAs related to special education, and highlight promising practices of LEAs that demonstrate success.

### CYCLICAL MONITORING

The TEA conducts cyclical reviews of all local education agencies (LEAs) statewide over six years. The purpose of cyclical monitoring is to support positive outcomes for students with disabilities and to determine compliance with special education regulations.

LEAs are required to submit artifacts and/or sources of evidence for compliance and promising practices review in the following areas:

- Child Find/Evaluation/FAPE
- IEP Development
- IEP Content
- IEP Implementation
- State Assessment
- Properly Constituted ARD Committees
- Transition

## 2019–2020 CYCLICAL REVIEW COMPLIANCE SUMMARY

On August 27, 2019, the TEA conducted a policy review of London ISD. On March 9, 2020, the TEA conducted a comprehensive desk review of London ISD. The total number of files reviewed for the London ISD comprehensive desk review was 25. The review found overall that 14 files out of 25 files were compliant. An overview of the policy review and student file review for London ISD are organized in the chart below by indicating the number of compliant findings within the reviewed file submissions related to the compliance area. Itemized details of these findings are in the appendix.

| Compliance Area            | Policy Review<br>(# compliant of # reviewed) | Student File Review<br>(# compliant of # reviewed) |
|----------------------------|--|--|
| Child Find/Evaluation/FAPE | 11 of 11                                     | 24 of 25   |
| IEP Development            | 6 of 6                                       | 20 of 25   |
| IEP Content                | 3 of 3                                       | 24 of 25   |
| IEP Implementation         | 8 of 8                                       | 25 of 25   |
| Properly Constituted ARD   | 7 of 7                                       | 20 of 25   |
| State Assessment           | 5 of 5                                       | 20 of 25   |
| Transition                 | 4 of 4                                       | 2 of 6   |

## DATA SUMMARY OF RESULTS-DRIVEN ACCOUNTABILITY, STATE PERFORMANCE PLAN INDICATORS, AND SIGNIFICANT DISPROPORTIONALITY

The following supplemental data may be used to support development of the Strategic Support Plan (SSP) for continuous improvement and/or a Corrective Action Plan (CAP) if noncompliance is identified.

| Year | Results-Driven<br>Accountability (RDA)<br>Performance Level | SPP Indicators 11, 12, 13<br>Compliance* | Significant<br>Disproportionality |
|------|---|--|-----------------------------------|
| 2019 | PL 0—Meets<br>Requirements                                  | COMPLIANT                                | N/A                               |

\*Indicator 11: Child Find

Indicator 12: Early Childhood Transition

Indicator 13: Secondary Transition

# 2019–2020 CYCLICAL REVIEW PARENT, TEACHER, ADMINISTRATOR INTERVIEWS/SURVEY

## Staff and Family Surveys

Minimum size requirements not met. Results not published within this report due to the limitation of the sample size.

This survey was approved by the Texas Education Agency’s data governance board. Participation in this survey was both voluntary and anonymous. No data was collected identifying a name so that individual responses cannot be linked to any respondent. Participants were given the option to stop the survey at any time.

## Strengths

Based on results of the policy review and student file review, along with data collected from LEA staff and family surveys, the Review and Support team identified the following strengths for London ISD:

One area of strength for London ISD is the implementation of systems to encourage parent/family engagement as evidenced by parent/family attendance and participation in ARD meetings.

## Considerations

Based on results of the policy review and student file review, along with data collected from LEA staff and family surveys, the Review and Support team identified the following considerations for London ISD:

Consider professional development on IEP documentation with a focus on consideration of least restrictive environment, appropriate documentation of continuum of services considered, and schedule of services for ARD committees.

Consider revision/development of procedures for documenting appropriate PLAAFPs based on student needs, inclusive of strengths and weaknesses, based on ARD committee determinations.

Consider revision/development of procedures for documenting ARD committee member participation and appropriate roles as required.

## Technical Assistance

As a result of monitoring, the TEA has identified the following technical assistance resources to support London ISD engaging in **universal** support as determined by the RDA performance level data and artifacts within the compliance review:

### Topic

### Resource

|                     |  |
|---------------------|--|
| Evaluation Timeline | Initial Consent: ESC Region 18 <a href="#">Legal Framework</a> and/ or <a href="#">ARD Guide</a> |
|---------------------|--|

|  |   |
|--|---|
| Schedule of Services                               | Placement decisions and instructional arrangements <a href="#">Texas Project First</a>  |
| Goal Writing with Benchmarks/Short-Term Objectives | <a href="#">Writing Goals and Objectives</a> based on what the student can do right now.<br>Texas Project FIRST <a href="#">Using a Planning Matrix</a> |
| State Testing                                      | AIP/IPI for students in Special Education <a href="#">Accelerated Instruction and Intensive Programs of Instruction</a>                                 |
| Transition Requirements                            | Student-Centered Transitions Network <a href="#">Texas Transition</a>   |
| Technical Assistance Networks                      | Technical assistance, resources and trainings to leverage best practices: <a href="#">Statewide Technical Assistance Networks</a>                       |
| Universal Supports                                 | <a href="#">Review and Support Web Page</a><br>Guide to Universal Technical Assistance options is toward the bottom of the page.                        |

## Findings of Noncompliance

A finding is made when noncompliance is identified with the Review and Support report findings, SPP notification, and/or individualized education program (IEP) requirements. Noncompliance that is systemic in nature must be included in a comprehensive corrective action plan (CAP) with action steps to address each of the noncompliance findings. ***When noncompliance has been identified as part of this cyclical review, London ISD will receive formal notification of noncompliance in addition to this report.***

The TEA Division of Special Education Monitoring will further advise the LEA on the corrective action process, if applicable.

The TEA follows procedures for the correction of noncompliance consistent with federal guidelines (OSEP Memo 09-02.)

Before the TEA can report that noncompliance has been corrected, it must first verify the LEA:

- Has corrected each individual case of noncompliance (Prong 1); and
- Is correctly implementing the specific regulatory requirements (i.e., subsequently achieved 100% compliance) (Prong 2).

The TEA is required to monitor the completion of a corrective action plan if any noncompliance is discovered. The corrective action plan must be designed to correct any and all areas of noncompliance ***as soon as possible, but in no case later than one year from the date of notification.***

## Corrective Action Plan (CAP)

The LEA will develop a CAP to address any items identified as noncompliance in this summary report. An approved form for the CAP can be accessed on the Review and Support website or in the resources located in Intervention, Stage, and Activity Manager (ISAM).

The LEA must submit the CAP in ISAM within 30 school days from the date of this report and formal  
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notification of noncompliance. The TEA will review the CAP submitted by the LEA for approval. If the TEA determines that a revision(s) is necessary, the LEA will be required to revise and resubmit. The Review and Support team will contact the LEA to provide notification when the CAP has been approved.

### Individual Correction

The educational agency has **60 school days** from the date of this summary report to correct all identified findings of noncompliance for individual students, unless noted otherwise in the report.

### LEA ACTIONS

Timeline for SSP and/or CAP Below:

| Required Actions | Submission Due Date | Completion Due Date | Support Level | Communication Schedule |
|------------------|---------------------|---------------------|---------------|------------------------|
| SSP              | N/A                 | N/A                 | Universal     | N/A                    |
| CAP              | 8/3/2020            | 5/31/2021           |               | 30 days                |

For more information about cyclical monitoring and the Differentiated Monitoring and Support process, please visit the [Review and Support website](#)

\*\*LEA may have previously identified corrective actions in addition to findings in this report.

## REFERENCES

[Differentiated Monitoring and Support System](#)

[Review and Support General Supervision Monitoring Guide](#)

[State Performance Plan and Annual Performance Report and Requirements](#)

[Results-Driven Accountability Reports and Data](#)

[Results-Driven Accountability District Reports](#)

[Results-Driven Accountability Manual](#)

## APPENDIX

### Properly Constituted ARD

#### STUDENT FILE REVIEW

| Item | IDEA Citation      | TEC/TAC Citation                           | Evidence of Findings   | Required Actions   | Must Be Addressed in CAP                |
|------|--------------------|--|--|--|---|
| PCA3 | 34 §CFR 300.321(a) | TAC §89.1050 (c) (1)(B)<br><br>TEC §29.005 | <input checked="" type="checkbox"/> Yes<br><br><input type="checkbox"/> No | <p>Individual—Yes</p> <p>Convene ARD committee meetings for students whose records indicate noncompliance in this area to consider if the student’s free, appropriate public education (FAPE) had been impacted and determine if compensatory services are needed.</p> <p>Systemic—Yes</p> <p>Review and revise policies and procedures, including operating procedures and practices addressing this issue.</p> <p>Provide training on these procedures to the appropriate staff.</p> <p>Develop processes that allow for self-monitoring this area of noncompliance.</p> <p>Demonstrate systemic, ongoing compliance in this area.</p> | <input checked="" type="checkbox"/> Yes |

| Item | IDEA Citation | TEC/TAC Citation        | Evidence of Findings   | Required Actions   | Must Be Addressed in CAP                |
|------|---------------|-------------------------|--|--|---|
| PCA9 |               | TAC §89.1050 (c) (1)(I) | <input checked="" type="checkbox"/> Yes<br><input type="checkbox"/> No | <p>Individual—Yes</p> <p>Convene ARD committee meetings for students whose records indicate noncompliance in this area to consider if the student’s free, appropriate public education (FAPE) had been impacted and determine if compensatory services are needed.</p> <p>Systemic—Yes</p> <p>Review and revise policies and procedures, including operating procedures and practices addressing this issue.</p> <p>Provide training on these procedures to the appropriate staff.</p> <p>Develop processes that allow for self-monitoring this area of noncompliance.</p> <p>Demonstrate systemic, ongoing compliance in this area.</p> | <input checked="" type="checkbox"/> Yes |



## IEP Content

### STUDENT FILE REVIEW

| Item | IDEA Citation       | TEC/TAC Citation | Evidence of Findings   | Required Actions   | Must Be Addressed in CAP                |
|------|---------------------|------------------|--|--|---|
| IC1  | 34 CFR §300.324 (b) |                  | <input checked="" type="checkbox"/> Yes<br><br><input type="checkbox"/> No | <p>Individual—Yes</p> <p>Convene ARD committee meetings for students whose records indicate noncompliance in this area to consider if the student’s free, appropriate public education (FAPE) had been impacted and determine if compensatory services are needed.</p> <p>Systemic—Yes</p> <p>Review and revise policies and procedures, including operating procedures and practices addressing this issue.</p> <p>Provide training on these procedures to the appropriate staff.</p> <p>Develop processes that allow for self-monitoring this area of noncompliance.</p> <p>Demonstrate systemic, ongoing compliance in this area.</p> | <input checked="" type="checkbox"/> Yes |

## IEP Development

### STUDENT FILE REVIEW

| Item | IDEA Citation              | TEC/TAC Citation | Evidence of Findings   | Required Actions   | Must Be Addressed in CAP                |
|------|----------------------------|------------------|--|--|---|
| ID5  | 34 CFR § 300.320(a)(3)(ii) |                  | <input checked="" type="checkbox"/> Yes<br><br><input type="checkbox"/> No | <p>Individual—Yes</p> <p>Convene ARD committee meetings for students whose records indicate noncompliance in this area to consider if the student’s free, appropriate public education (FAPE) had been impacted and determine if compensatory services are needed.</p> <p>Systemic—Yes</p> <p>Review and revise policies and procedures, including operating procedures and practices addressing this issue.</p> <p>Provide training on these procedures to the appropriate staff.</p> <p>Develop processes that allow for self-monitoring this area of noncompliance.</p> <p>Demonstrate systemic, ongoing compliance in this area.</p> | <input checked="" type="checkbox"/> Yes |
| ID6  | 34 CFR § 300.320(a)(2)(ii) |                  | <input checked="" type="checkbox"/> Yes                                    | <p>Individual—Yes</p> <p>Convene ARD committee meetings for students whose</p>   | <input checked="" type="checkbox"/> Yes |

| Item | IDEA<br>Citation | TEC/TAC<br>Citation | Evidence of Findings        | Required Actions   | Must Be<br>Addressed<br>in CAP |
|------|------------------|---------------------|-----------------------------|--|--------------------------------|
|      |                  |                     | <input type="checkbox"/> No | <p>records indicate noncompliance in this area to consider if the student’s free, appropriate public education (FAPE) had been impacted and determine if compensatory services are needed.</p> <p>Systemic—Yes</p> <p>Review and revise policies and procedures, including operating procedures and practices addressing this issue.</p> <p>Provide training on these procedures to the appropriate staff.</p> <p>Develop processes that allow for self-monitoring this area of noncompliance.</p> <p>Demonstrate systemic, ongoing compliance in this area.</p> |                                |

## State Assessment

### STUDENT FILE REVIEW

| Item | IDEA Citation | TEC/TAC Citation | Evidence of Findings   | Required Actions  | Must Be Addressed in CAP                |
|------|---------------|------------------|--|---|---|
| SA4  |               | TEC §28.0213     | <input checked="" type="checkbox"/> Yes<br><br><input type="checkbox"/> No | <p>Individual—Yes</p> <p>Convene ARD committee meetings for student whose records indicate noncompliance in this area to consider if the student’s free, appropriate public education (FAPE) had been impacted and determine if compensatory services are needed.</p> <p>Systemic—Yes</p> <p>Review and revise policies and procedures, including operating procedures and practices addressing this issue.</p> <p>Provide training on these procedures to the appropriate staff.</p> <p>Develop processes that allow for self-monitoring this area of noncompliance.</p> <p>Demonstrate systemic, ongoing compliance in this area.</p> | <input checked="" type="checkbox"/> Yes |

## Transition

### STUDENT FILE REVIEW

| Item | IDEA Citation         | TEC/TAC Citation                        | Evidence of Findings   | Required Actions  | Must Be Addressed in CAP                |
|------|-----------------------|---|--|---|---|
| TR1  | 34 CFR §300.320 (b)   | TEC §29.011                             | <input checked="" type="checkbox"/> Yes<br><br><input type="checkbox"/> No | <p>Individual—Yes</p> <p>Convene ARD committee meetings for student whose records indicate noncompliance in this area to consider if the student’s free, appropriate public education (FAPE) had been impacted and determine if compensatory services are needed.</p> <p>Systemic—Yes</p> <p>Review and revise policies and procedures, including operating procedures and practices addressing this issue.</p> <p>Provide training on these procedures to the appropriate staff.</p> <p>Develop processes that allow for self-monitoring this area of noncompliance.</p> <p>Demonstrate systemic, ongoing compliance in this area.</p> | <input checked="" type="checkbox"/> Yes |
|      | 34 CFR §300.320(b)(c) | TAC 89.1055(h); TEC 29.011, TEC 29.0111 | <input checked="" type="checkbox"/> Yes<br><br><input type="checkbox"/> No | <p>Individual—Yes</p> <p>Convene ARD committee meetings for student whose records indicate noncompliance in this area to consider if the student’s free, appropriate public education (FAPE) had</p>  | <input checked="" type="checkbox"/> Yes |

| Item | IDEA<br>Citation | TEC/TAC<br>Citation | Evidence of Findings | Required Actions  | Must Be<br>Addressed<br>in CAP |
|------|------------------|---------------------|----------------------|---|--------------------------------|
|      |                  |                     |                      | <p>been impacted and determine if compensatory services are needed.</p> <p>Systemic—Yes</p> <p>Review and revise policies and procedures, including operating procedures and practices addressing this issue.</p> <p>Provide training on these procedures to the appropriate staff.</p> <p>Develop processes that allow for self-monitoring this area of noncompliance.</p> <p>Demonstrate systemic, ongoing compliance in this area.</p> |                                |