

Date: _____

Student File# _____

SPECIAL EDUCATION SITE VISIT

Random pull of at least 10 special education files.

List files with student number only and track compliance with the following for each file:

Item	YES	NO
Compliance with Model Special Education Procedures and annual adoption needed Comments:		
Due Process Notices (PR-01, 02, 03, 04 05, etc.) Comments:		
Time frames for IEP renewals, IEP adoptions, ETRs, etc in compliance Comments:		
Individualization of IEP apparent and appropriate Comments:		
Provision of Related Services and Data of minutes/services provided Comments:		
Parent communications Comments:		
Parent participation Comments:		
Proper signatures on documentation Comments:		
Change of Placements under 10 days		

Change of Placements or Removals of over 10 days Comments:		
Discipline, rules on FBAs, rules on BIPs are all in compliance when applicable Comments:		
Other Comments:		

Signature of Sponsor Reviewer & Position

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