



State of New Jersey

DEPARTMENT OF EDUCATION

PO Box 500

TRENTON, NJ 08625-0500

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

CHRISTOPHER D. CERF
Acting Commissioner

October 28, 2011

Dr. Robert Bazzel, Superintendent
Alloway Township School District
43 Cedar Street
Box 327
Alloway, NJ 08001

Dear Dr. Bazzel:

Subject: Special Education Monitoring - Correction of Noncompliance – Alloway Township School District

This correspondence has been sent to inform you of the status of the New Jersey Department of Education, Office of Special Education's (NJOSE) onsite monitoring regarding the Alloway Township School District's implementation of federal and state special education requirements. All findings of noncompliance identified as a result of monitoring were corrected within one year of identification. No further action regarding this monitoring is required by the Alloway Township School District. Of the 46 requirements reviewed, the district demonstrated noncompliance with six requirements. Through ongoing verification activities, the Alloway Township School District demonstrated correction of all areas of noncompliance. The Alloway Township School District must maintain a system of oversight to ensure continued compliance with federal and state special education requirements.

Questions regarding the monitoring process should be directed to me at 609-292-0147.

The NJOSE appreciates the cooperation of Alloway Township School District staff members during the monitoring and verification process.

Sincerely,

Peggy McDonald, Interim Director
Office of Special Education

PM/CC

c: David Hespe
Barbara Gantwerk
Caryl Carthew
Robert Bumpus
County Supervisor of Child Study
Janis Gansert

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CHRIS CHRISTIE
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CHRISTOPHER D. CERF
Acting Commissioner

June 6, 2011

Dr. Robert Bazzel, Superintendent
Alloway Township School District
43 Cedar Street
Box 327
Alloway, NJ 08001

Dear Dr. Bazzel:

Subject: Special Education Monitoring Report – Alloway Township School District

This correspondence has been sent to inform you of the results of the New Jersey Department of Education, Office of Special Education Programs' onsite monitoring regarding the Alloway Township School District's implementation of federal and state special education requirements. The New Jersey Department of Education, Office of Special Education Programs (NJOSPEP), conducted onsite monitoring visits, verification visits and desk audits in the Alloway Township School District to determine compliance with federal and state special education requirements. The members of the monitoring team were Caryl Carthew and Kenneth Richards.

The special education monitoring system is data driven and aligned with the federally required State Performance Plan (SPP) indicators, including the federal monitoring priorities established by the Individuals with Disabilities Education Act of 2004 (IDEA 2004). Specifically, the NJOSPEP monitoring process is focused on improving educational results and functional outcomes for students with disabilities and ensuring compliance with those special education requirements related to positive student outcomes.

The special education self-assessment and monitoring process focused on requirements related to the following areas:

- ***Transition to Adult Life***
- ***State Assessment***
- ***Placement in the Least Restrictive Environment***
- ***Parent Involvement***
- ***Disproportionate Representation of Specific Racial-Ethnic Groups in Special Education***
- ***Evaluation and Reevaluation***
- ***Individualized Education Program***
- ***Programs and Services***

The Alloway Township School District was selected for the self-assessment/monitoring process through random selection.

Monitoring Results

The enclosed Table of Findings details the onsite monitoring results with regard to the following:

Findings resulting from the onsite monitoring must be corrected within one year of the date of this report. Corrective action should include, as necessary: development and/or revision of policies and procedures, staff training, implementation of the identified IDEA and N.J.A.C. requirements and implementation of an oversight mechanism to ensure ongoing compliance. The monitoring team leader, Ms. Caryl Carthew, will contact Ms. Janis Gansert to discuss procedures for verification of correction of the findings of noncompliance listed in the Table of Findings. For any finding of noncompliance related to the development or implementation of IEPs or the delivery of programs and services, corrective action activities have been directed by NJOSEP.

The results of the special education monitoring must be reviewed at the next meeting of the district's board of education. A copy of the minutes from the board of education meeting documenting the review by the board must be submitted to the following address:

Ms. Caryl Carthew
New Jersey Department of Education
Office of Special Education Programs
PO Box 500
100 River View Plaza
Trenton, NJ 08625

Questions regarding the enclosed monitoring report should be directed to Dr. Peggy McDonald at 609-292-7605. The NJOSEP appreciates the cooperation of district staff members during the self-assessment/monitoring process.

Sincerely,



Barbara Gantwerk, Assistant Commissioner
Division of Student Services

BG/PM/CC

Enclosure

c: Peggy McDonald
Caryl Carthew
Robert Bumpus
County Supervisor of Child Study
Janis Gansert

TABLE OF FINDINGS
Special Education Monitoring Results
IDEA 2004 and New Jersey Administrative Code Requirements
Alloway Township School District

Noncompliance was not identified in the following sections of the special education self-assessment:

Section I: TRANSITION TO ADULT LIFE

Section II: STATEWIDE ASSESSMENT

Section V: DISPROPORTIONATE REPRESENTATION

Section VIII: PROGRAMS AND SERVICES

Section III: LEAST RESTRICTIVE ENVIRONMENT

Areas of Noncompliance

Area	Status of Compliance
2) IEPs shall include an explanation of the extent, if any, to which child will not participate with nondisabled children. [20 U.S.C. §1412(a)(5) and 1414(d)(1)(A)(i)(V); 34 CFR §300.115 and §300.320(a)(5) and N.J.A.C. 6A:14-3.7(e)6]	Review of records indicated that IEPs did not include an explanation of the extent, if any, to which child will not participate with nondisabled children, including a statement of the supplementary aids and services considered and the reasons they were rejected due to a lack of implementation of district procedures.

Corrective Action: The district is required to conduct training with child study team members regarding procedures for placement decision-making and the explanation of the extent to which students are educated with nondisabled peers, including participation in nonacademic and extracurricular activities.

The district is required to conduct a meeting of the IEP team for each student whose IEP was identified as noncompliant by the NJOSEP monitors and ensure that each IEP is revised to include the required components. Names of students with IEPs were found to be noncompliant by the monitors will be provided to the Director of Special Education by NJOSEP.

The district must review the IEPs of all students with disabilities removed from general education settings for greater than 20% of the school day. For any IEP where an explanation of the extent to which the student will be educated with nondisabled peers is not correctly addressed, a meeting of the IEP team must be convened to review and revise the IEP.

Section IV: PARENT INVOLVEMENT

Areas of Noncompliance

Area	Status of Compliance
1) Parents shall be given written notice of a meeting containing all the required components, in accordance with N.J.A.C. 6A:14-2.3(k) 3, 5; 20 U.S.C. §1414(b) (1); and 34 CFR §300.304(a).	Review of records indicated that notice of a meeting for students eligible for speech-language services did not consistently identify all the purposes of a meeting and documentation was not maintained regarding provision of notice of a meeting due to a lack of implementation of district procedures.

2) Written notice, which includes required components, shall be provided to parents following meetings, in accordance with N.J.A.C. 6A:14-2.3(f) and 2.3(g) 1-7; 20 U.S.C. §1414(b) (1) (c) (4) (A); 34 CFR 300.304(a) (4); and 34 CFR §300.305(a).	Review of records indicated that written notice for students eligible for speech-language services did not consistently include all the required components (specifically the short procedural safeguards statement, the options considered and why they were rejected and a clear description of the action proposed) and the district did not document that all written notices were provided to the parent of students eligible for speech-language services due to a lack of implementation of district procedures.
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Section VI: EVALUATIONS AND REEVALUATION

Areas of Noncompliance

Area	Status of Compliance
5) A vision and audiometric screening shall be conducted for every student referred to the child study team for evaluation. The school nurse shall review and summarize available health and medical information and transmit the summary to the child study team, in accordance with N.J.A.C. 6A:14-3.4(j).	Review of records indicated that health summaries were not consistently provided to the child study team prior to the identification meeting due to a lack of implementation of district procedures.
10) Within three years of the previous classification, a multi-disciplinary reevaluation shall be completed, in accordance with N.J.A.C. 6A:14-3.8(a) and 20 U.S.C. §1414(a) (2) (B) (ii).	Review of records indicated that reevaluations were not conducted when determining that a student receiving speech-language services was no longer eligible for those services, due to lack of district procedures.
15) A copy of the evaluation report(s) and documentation and information that will be used for a determination of eligibility shall be given to the parent or adult student not less than 10 calendar days prior to the eligibility meeting, in accordance with N.J.A.C. 6A:14-3.5(a); 20 U.S.C. §1414(b)(4); and 34 CFR §300.306(a).	Review of records indicated that evaluation reports were not consistently provided to parents at least 10 days prior to the eligibility meeting due to a lack of implementation of district procedures.

All documentation required to demonstrate completion of corrective action activities must be submitted to the following address:

Ms. Caryl Carthew
 New Jersey Department of Education
 Office of Special Education Programs
 PO Box 500
 100 River View Plaza
 Trenton, NJ 08625