



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

April 26, 2011

Dr. Edward Forsthoffer, III, Superintendent
East Windsor Township School District
25A Leshin Lane
Hightstown, NJ 08520

Dear Dr. Forsthoffer:

Subject: Special Education Monitoring Report – East Windsor 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 East Windsor 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 East Windsor Township School District to determine compliance with federal and state special education requirements. The members of the monitoring team were Nicole Buten, Deborah Masarsky and Jane Marano.

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***

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

Monitoring Results

The enclosed Table of Findings details the results of monitoring process. **All findings of noncompliance 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. Jane Marano, will contact Ms. Tekelah Sherrod to discuss procedures for verification of correction of the findings of noncompliance listed in the Table of Findings.


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. Jane Marano, Monitor
New Jersey Department of Education
Office of Special Education Programs
PO Box 500
Trenton, NJ 08625-0500

Questions regarding the enclosed monitoring report should be directed to Dr. Peggy McDonald, manager of the Bureau of Program Accountability, 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/JM
Enclosure

c: Gregg Edwards
Andrew Smarick
Peggy McDonald
Jane Marano
Samuel Stewart
Carmen Fanucci
Tekelah Sherrod

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

Noncompliance was not identified with requirements in the following sections of the self-assessment:

Section II: STATEWIDE ASSESSMENT

Section III: LEAST RESTRICTIVE ENVIRONMENT

Section IV: PARENT INVOLVEMENT

Section V: DISPROPORTIONATE REPRESENTATION

Section VIII: PROGRAMS AND SERVICES

Section I: TRANSITION TO ADULT LIFE

Areas of Noncompliance

Area	Status of Compliance
4) A summary of academic achievement and functional performance shall be provided to each student prior to graduation, in accordance with N.J.A.C. 6A:14-4.11(b)4; 20 U.S.C. §1414(c)(5)(B); and 34 CFR §300.305(e)(3).	Review of records and interviews with district staff indicated that the district did not provide a summary of academic achievement and functional performance to students with disabilities prior to their graduation. Noncompliance was due to a lack of district procedures.

Section VI: EVALUATIONS AND REEVALUATION

Areas of Noncompliance

Area	Status of Compliance
3) The staff of the general education program shall maintain written documentation regarding type, frequency, duration and effectiveness of each intervention used, in accordance with N.J.A.C. 6A:14-3.3(c).	Review of records indicated that the district staff did not maintain written documentation of effectiveness of each intervention implemented in the general education classroom. Noncompliance was due to a lack of implementation of district procedures.
8) Evaluations shall be conducted by a multi-disciplinary team, in accordance with N.J.A.C. 6A:14-2.5(b)6 and 3.6(b).	Review of records and interviews with district staff indicated that evaluations for speech/language services did not consistently include an educational impact statement completed by the teacher. Noncompliance was due to a lack of implementation of district procedures.

TABLE OF FINDINGS Special Education Monitoring Results IDEA 2004 and New Jersey Administrative Code Requirements East Windsor Township School District	
9) Each evaluation of a student shall include functional assessment, in accordance with N.J.A.C. 6A:14-3.4(f)4(i-vi); 20 U.S.C. §1414(b)(4) and (5); and 34 CFR §300.306(c)(i).	Review of records and interviews with district staff indicated that each evaluation of a student did not consistently include all components of functional assessment. Noncompliance was due to inconsistent 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 and interviews with district staff indicated that the district did not consistently complete reevaluations within required timelines at the middle school. Noncompliance was due to inconsistent implementation of district procedures.
Section VII: IEP	
Area of Noncompliance	
Area	Status of Compliance
2) IEPs shall include required considerations and statements, in accordance with N.J.A.C. 6A:14-3.7(c)1-11, (e) 1-17, and (f); 20 U.S.C. §1414(d)(3)(A)(B); and 34 CFR §300.324(a)(1)(2).	Review of records indicated that IEPs did not document all required considerations and statements, and extended school year is not considered and documented. Noncompliance was due to inconsistent implementation of district procedures.

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

Ms. Jane Marano, Monitor
New Jersey Department of Education
Office of Special Education Programs
PO Box 500
Trenton, NJ 08625-0500