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DEPARTMENT OF EDUCATION
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July 1, 2010

Mrs. Theresa Hamilton, Interim Superintendent
Lakehurst School District
301 Union Avenue
Lakehurst, NJ 08733

Subject: Special Education Monitoring Report – Lakehurst School District

Dear Mrs. Hamilton:

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 Lakehurst School District's implementation of federal and state special education requirements. On October 7 and 8, 2009, the New Jersey Department of Education, Office of Special Education Programs (NJOSEP), conducted an onsite monitoring visit to determine compliance with federal and state special education requirements. Verification of the correction of the one finding of noncompliance identified in your district's self-assessment and the correction of findings of noncompliance identified during the onsite monitoring was also conducted between October 7, 2009 and May 26, 2010. The members of the monitoring team were Caryl Carthew and Kenneth Richards.

NJOSEP initiated a new five year self-assessment/monitoring cycle during the 2006-2007 school year. The 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 NJOSEP 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***
- ***Discipline Procedures***
- ***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 Lakehurst School District was randomly selected for the self-assessment process for the 2007-2008 school year.

The NJDOE Self-Assessment/Monitoring Process

The first step in the monitoring process was completion of a self-assessment which required the district to review student outcome data and policies, procedures and practices related to federal monitoring priorities. The district was provided with a comparison of district student outcome data to relevant targets established in New Jersey's SPP. Based on the data review and the self-assessment findings, the district developed an improvement plan that addressed areas of "Continuous Improvement" and Areas of Noncompliance with federal and state regulations related to the priority areas. The self-assessment and improvement plan were submitted to NJOSEP for review. The Lakehurst School District was notified by NJOSEP on March 25, 2009 that noncompliance identified during the self-assessment process must be corrected by March 25, 2010.

Following review of the self-assessment and the improvement plan, an onsite monitoring visit was conducted. A review of specific federal and state requirements related to the education of students with disabilities was completed during the visit. The monitoring team reviewed district documents, including district policies and procedures, a sample of student records, master student lists, class lists, schedules of students, teachers and related services personnel and other relevant information. Interviews were conducted with the district's special education administrators, general education and special education teachers, speech-language specialists and child study team members. Parents of students with disabilities were interviewed by phone.

Monitoring Results

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

Status of improvement plan activities

For each area in need of continuous improvement identified by the district, the status of improvement activities designed to improve student outcomes is provided. If not identified as completed, the district must demonstrate implementation of improvement plan activities in accordance with the timelines delineated in the improvement plan. NJOSEP will continue to monitor implementation of the improvement plan activities through additional onsite visits and desk audit.

Findings of noncompliance identified by the district during the self-assessment

Prior to the release of this report, the Lakehurst School District submitted documentation demonstrating correction of all areas of noncompliance identified during self-assessment.

Findings of noncompliance identified during onsite monitoring

Prior to the release of this report, the Lakehurst School District submitted documentation demonstrating correction of all areas of noncompliance identified during the onsite monitoring visit.

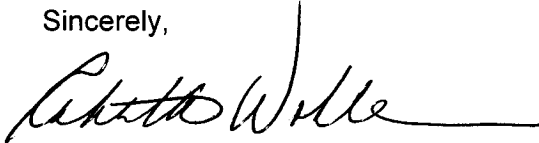
The results of the special education monitoring must be reviewed at the next meeting of the district's Board of Education. A copy of the minutes from the Board of Education meeting, documenting the review by the Board, must be submitted to the following address:

Caryl M. Carthew
New Jersey Department of Education
Office of Special Education Programs
Finlaw Building—4th Floor
199 East Broadway
Salem, NJ 08079

Questions regarding the enclosed monitoring report should be directed to Dr. Peggy McDonald, manager of the Bureau of Program Accountability, at 609-292-7605.

NJOSEP appreciates the cooperation of district staff members during the self-assessment/monitoring process.

Sincerely,



Roberta Wohle, Director
Office of Special Education Programs

RW/PM/cc

Enclosure

c: Division of Field Services
Barbara Gantwerk
Peggy McDonald
Caryl Carthew
Bruce Greenfield
Carmen Fanucci
Clifford Barneman

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Section I: TRANSITION TO ADULT LIFE – Noncompliance was not identified during self-assessment or onsite monitoring.

Section II: STATEWIDE ASSESSMENT – Noncompliance was not identified during self-assessment or onsite monitoring.

Area(s) in Need of Continuous Improvement

Area	Status of Improvement Plan
<p>The district developed improvement plan activities to increase academic achievement for students with disabilities. These activities included: periodic administration of district assessments; curriculum mapping; curriculum revision; and implementation of professional learning communities. Activities also included the initiation of grade-level meetings for teachers, common preparation and planning time and administration of pre- and post-tests to measure student progress.</p>	<p>The district is in the process of implementing its improvement plan activities in accordance with the established timelines.</p>

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Section III: DISCIPLINE – Noncompliance was not identified during self-assessment or onsite monitoring.

Area	Status of Improvement Plan
The district developed improvement plan activities to reduce student disciplinary incidents including implementation of a social skills curriculum. Activities also included the development of school-wide rules for behavior and implementation of positive behavioral supports for all students.	The district is in the process of implementing its improvement plan activities in accordance with the established timelines.

Section IV: LEAST RESTRICTIVE ENVIRONMENT

Area(s) in Need of Continuous Improvement

Area	Status of Improvement Plan
The district developed improvement plan activities to enhance inclusive opportunities for students with disabilities by implementing common planning time for special and general education teachers and expanding professional development to address topics such as differentiated instruction.	The district is in the process of implementing its improvement plan activities in accordance with the established timelines.

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Areas of Noncompliance Identified during Self-Assessment

Area	Status of Compliance/Corrective Action
<p>1) All students with disabilities, including preschoolers and students in receiving schools, shall have access to the general education curriculum and supplementary aids and services, in accordance with N.J.A.C. 6A:14-4.2; 20 U.S.C. 1414(d)(1)(A)(i)(IV); and 34 CFR §300.320(a)(4).</p>	<p>The district reported in its self-assessment a need to establish more supports in the general education program to expand access to general education classrooms and the general education curriculum. The district planned to provide training for staff members on topics such as differentiated instruction and providing accommodations and modifications within the general education setting. This year, the district provided a fully inclusive preschool program and inclusive programs for students in grades five through eight. In the fall of 2007, the district reported 37.2% of students with disabilities, ages 6 to 21, in general education for more than 80% of the school day. In the fall of 2009, the district reported a rate of 71% of students with disabilities placed in general education for more than 80% of the school day. This rate exceeded the state SPP target for the 2009-2010 school year of 43.5%.</p> <p>Noncompliance identified by the district in its self-assessment was verified as corrected during the onsite monitoring visit.</p>

Areas of Noncompliance Identified during the Onsite Monitoring Visit

Area	Status of Compliance/Corrective Action
<p>5) Potentially beneficial or harmful effects which a placement (general education) may have on the student with disabilities or the other students in the class (IV,2) [20 USC 1412(a)(5); 34 CFR §300.116(d)].</p>	<p>A review of IEPs indicated that the rationale for removal did not identify the potentially beneficial or harmful effects which a placement (general education) may have on the student with disabilities or other students in the class.</p> <p>Noncompliance identified during the onsite monitoring visit was verified as corrected during a desk audit conducted on May 26, 2010.</p>

Section V: PARENT INVOLVEMENT - Noncompliance was not identified during self-assessment.

Results of Parent Interviews: Parents interviewed by telephone indicated satisfaction with the district's delivery of programs and services. Parents reported being involved in the decision-making process regarding their children and that district personnel have been responsive to their needs and the needs of the children. The parents interviewed were very pleased with the level of services provided by the district.

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Areas of Noncompliance Identified during the Onsite Monitoring Visit

Area	Status of Compliance/Corrective Action
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 and 5; 20 U.S.C. 1414(b)(1); and 34 CFR §300.304(a).	Noncompliance identified during the onsite monitoring visit was verified as corrected during a desk audit conducted on May 26, 2010.
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); and 34 CFR §300.304(a)(4) and §300.305(a).	Noncompliance identified during the onsite monitoring visit was verified as corrected during a desk audit conducted on May 26, 2010.

Section VI: DISPROPORTIONATE REPRESENTATION – Noncompliance was not identified during self-assessment or onsite monitoring.

Section VII: EVALUATION AND REEVALUATION – Noncompliance was not identified during self-assessment.

Areas of Noncompliance Identified during the Onsite Monitoring Visit

Area	Status of Compliance/Corrective Action
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).	Noncompliance identified during the onsite monitoring visit was verified as corrected during a desk audit conducted on May 26, 2010.

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<p>4) Within 20 calendar days of receipt of the written request for an evaluation, the district shall convene a meeting with required participants, in accordance with N.J.A.C. 6A:14-3.3(e).</p>	<p>Noncompliance identified during the onsite monitoring visit was verified as corrected during a desk audit conducted on April 23, 2010.</p>
<p>5) 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).</p>	<p>Noncompliance identified during the onsite monitoring visit was verified as corrected during a desk audit conducted on May 26, 2010.</p>
<p>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).</p>	<p>Noncompliance identified during the onsite monitoring visit was verified as corrected during a desk audit conducted on April 23, 2010.</p>
<p>12) By June 30 of a student's last year in a program for preschoolers with disabilities, a reevaluation shall be conducted, in accordance with N.J.A.C. 6A:14-3.8(g); 20 U.S.C. 1414(c); and 34 CFR §300.305(b)(2)(e).</p>	<p>Noncompliance identified during the onsite monitoring visit was verified as corrected during a desk audit conducted on April 23, 2010.</p>

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14) Each child study team member shall certify in writing whether his or her report is in accordance with the conclusion of eligibility of the student, in accordance with N.J.A.C. 6A:14-3.4(h)5.	Noncompliance identified during the onsite monitoring visit was verified as corrected during a desk audit conducted on May 26, 2010.
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).	Noncompliance identified during the onsite monitoring visit was verified as corrected during a desk audit conducted on May 26, 2010.

Section VIII: IEP - Noncompliance was not identified during self-assessment.

Areas of Noncompliance Identified during the Onsite Monitoring Visit

Area	Status of Compliance/Corrective Action
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).	Noncompliance identified during the onsite monitoring visit was verified as corrected during a desk audit conducted on May 26, 2010.

Section IX: PROGRAMS AND SERVICES – Noncompliance was not identified during self-assessment or onsite monitoring.