



State of New Jersey

DEPARTMENT OF EDUCATION

PO Box 500

TRENTON, NJ 08625-0500

CHRIS CHRISTIE  
Governor

KIM GUADAGNO  
Lt. Governor

ROCHELLE R. HENDRICKS  
Acting Commissioner

September 7, 2010

Dr. James Baker, Superintendent  
Middlesex Borough School District  
H.S. Annex  
300 Kennedy Drive  
Middlesex, NJ 08846-1489

Dear Dr. Baker:

Subject: Special Education Monitoring Report- Middlesex Borough 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 Middlesex Borough School District's implementation of federal and state special education requirements. Between June 24 and December 21, 2009, the New Jersey Department of Education, Office of Special Education Programs (NJOSPEP), monitored the district to determine compliance with federal and state special education requirements. The members of the monitoring team were Nicole Buten and Debbie Masarsky.

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**
- **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 Middlesex Borough School District was randomly selected for the self-assessment/monitoring process.

### Monitoring Results

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

#### **Noncompliance identified by the district during the self-assessment**

The Middlesex Borough School District submitted documentation demonstrating correction of all areas of noncompliance identified during self-assessment.

#### **Noncompliance identified during onsite monitoring**

The Middlesex Borough School District submitted documentation demonstrating correction of all areas of noncompliance identified during the onsite monitoring visit.

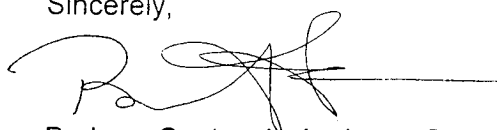
The results of the special education monitoring must be reviewed at the next meeting of the district's board of education. A copy of the minutes from the board of education meeting, documenting the review by the board, must be submitted to the following address:

Dr. Nicole Buten  
New Jersey Department of Education  
Office of Special Education Programs  
PO Box 500  
Trenton, NJ 08625

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/NB

Enclosure

c: Andrew Smarick  
Peggy McDonald  
Nicole Buten  
Patrick Piegari  
Denise Wilkens  
Chris Harry

**TABLE OF FINDINGS**  
**Special Education Monitoring Results**  
**IDEA 2004 and New Jersey Administrative Code Requirements**  
**Middlesex Borough School District**

**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.**

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

**Section IV: LEAST RESTRICTIVE ENVIRONMENT - Noncompliance was not identified during onsite monitoring.**

**Areas of Noncompliance Identified during Self-Assessment**

Area	Status of Compliance/Corrective Action
2) IEPs shall include an explanation of the extent, if any, to which child will not participate with nondisabled children [20 USC1412(a)(5) and 1414(d)(1)(A)(i)(V); 34 CFR §300.115 and §300.320(a)(5) and NJAC 6A:14-3.7(e)6].	Noncompliance identified during the self-assessment process was verified as corrected during the onsite monitoring visit conducted on June 24, 2009.
6) For students in a separate setting, IEPs shall include activities to transition students to a less restrictive environment, in accordance with N.J.A.C. 6A:14-4.2(a)4.	Noncompliance identified during the self-assessment process was verified as corrected during the onsite monitoring visit conducted on June 24, 2009.

**Section V: PARENT INVOLVEMENT - Noncompliance was not identified during onsite monitoring.**

**Areas of Noncompliance Identified during Self-Assessment**

Area	Status of Compliance/Corrective Action
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).	Noncompliance identified during the self-assessment process was verified as corrected during the onsite monitoring visit conducted on June 24, 2009.

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

**TABLE OF FINDINGS**  
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**Section VII: EVALUATIONS AND REEVALUATION**

**Areas of Noncompliance Identified during Self-Assessment**

Area	Status of Compliance/Corrective Action
1) Each district board of education shall develop written procedures for students age three through 21, including students attending nonpublic schools located within the district regardless of where they reside within the local school district, with respect to the location and referral of students who may have a disability due to physical, sensory, emotional, communication, cognitive or social difficulties, in accordance with N.J.A.C. 6A:14-3.3(a); 20 U.S.C. 1412 (a)(3); and 34 CFR §300.111(a).	Noncompliance identified during the self-assessment process was verified as corrected during the onsite monitoring visit conducted on June 24, 2009.
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 self-assessment process was verified as corrected during the onsite monitoring visit conducted on June 24, 2009.

**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 on-site monitoring process was verified as corrected during a verification visit conducted on December 21, 2009.

**Section VIII: IEP - Noncompliance was not identified during self-assessment or onsite monitoring.**

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