



**State of New Jersey**  
DEPARTMENT OF EDUCATION  
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TRENTON, NJ 08625-0500

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*Governor*

KIM GUADAGNO  
*Lt. Governor*

CHRISTOPHER D. CERF  
*Acting Commissioner*

March 18, 2011

Dr. Donna Van Horn, Superintendent  
Weymouth Township School District  
1202 Eleventh Ave.  
Dorothy, NJ 08317-5511

Dear Dr. Van Horn:

Subject: Special Education Monitoring Report – Weymouth 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 Weymouth Township School District's implementation of federal and state special education requirements. Between December 10, 2010 and the present, the New Jersey Department of Education, Office of Special Education Programs (NJOSPEP), conducted onsite monitoring and desk audit in the Weymouth Township School District to determine compliance with federal and state special education requirements. The members of the monitoring team were Patricia Fair and Caryl Carthew.

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

Monitoring Results

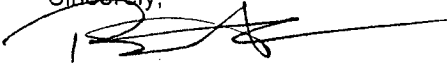
The enclosed Table of Findings details the findings of noncompliance resulting from the onsite monitoring. All findings must be corrected within one year of the date of this report. Corrective action should include, as necessary: development and/or revision of policies and procedures, staff training, 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. Patricia Fair will contact Ms. Kathy Krattenmaker to discuss procedures for verification of correction of the findings of noncompliance listed in the table.

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. Patricia Fair  
New Jersey Department of Education  
Office of Special Education  
Finlaw Building 4<sup>th</sup> Floor  
199 East Broadway  
Salem, NJ 08079

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/pf  
Enclosure

c: Gregg Edwards  
Andrew Smarick  
Peggy McDonald  
Patricia Fair  
Thomas Dowd  
County Child Study Team Supervisor  
Kathy Krattenmaker

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

**Section I: TRANSITION TO ADULT LIFE**

**Section II: STATEWIDE ASSESSMENT**

**Section III: LEAST RESTRICTIVE ENVIRONMENT**

**Section IV: PARENT INVOLVEMENT**

**Section V: DISPROPORTIONATE REPRESENTATION**

**Section VII: IEP**

**Section VIII: PROGRAMS AND SERVICES**

**Section VI: EVALUATIONS AND REEVALUATION**

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).

Review of records indicated that identification meetings were not consistently convened within 20 calendar days of receipt for written request for an evaluation. Noncompliance was due to inconsistent implementation of district procedures.

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 a summary of health and medical information is not consistently transmitted to the child study team by prior to the identification meeting. Noncompliance was due to inconsistent 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 indicated that evaluations for students referred for speech and language services were not consistently multi-disciplinary. The statement from the teacher describing the impact of the speech problem in the classroom was not completed. Noncompliance was due to inconsistent implementation of district procedures.

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 indicated that functional assessments for students referred for special education and related services, did not consistently include an observation of the student in other than a testing setting. 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 indicated that reevaluations were not consistently completed within the required three year timeline. Noncompliance was due to inconsistent implementation of district procedures.

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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 and interview with staff members indicated that parents were not provided a copy of evaluation reports not less than 10 calendar days prior to an eligibility meeting. Noncompliance was due to lack of implementation of district procedures.

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

Ms. Patricia Fair  
New Jersey Department of Education  
Office of Special Education Programs  
Finlaw Building 4<sup>th</sup> Floor  
199 East Broadway  
Salem, NJ 08709