

BESE-Authorized Charter Schools ASV SPED File Review

School:	School Name	LDE Representative:	LDE Representative
Date:	Date	SPED School Representative:	SPED School Representative

DOB: _____ LASID: _____ Exceptionality: _____

Special Education Compliance	Acceptable Documentation (to be provided by the LEA)	Status at Review	Notes	Follow-up Required
Current Evaluation Date _____	Current evaluation or RDR (Reevaluation Data Review) dated within 3 years. <i>If a signed RDR is present, the initial evaluation must accompany the RDR. If the student is new, attach the records request if the evaluation is not uploaded in SER.</i>	☐ In Compliance ☐ Not In Compliance ☐ Not Available/Missing	Notes	☐ Yes ☐ No
Prior Written Notice	Prior Written Notice is completed, signed, and matches the IEP date. <i>If unable to reach the parent for signature, three documented attempts must be listed on the Due Process form.</i>	☐ In Compliance ☐ Not In Compliance ☐ Not Available/Missing	Notes	☐ Yes ☐ No
IEP Compliance with Evaluation	Student exceptionality on IEP aligns with evaluation. <i>For out of state evaluations, documentation that the school has conducted a formal Bulletin 1508 administrative review using the 1508 checklist is necessary.</i>	☐ In Compliance ☐ Not In Compliance ☐ Not Available/Missing	Notes	☐ Yes ☐ No
IEP Date _____	IEP is dated within one calendar year.	☐ In Compliance ☐ Not In Compliance ☐ Not Available/Missing	Notes	☐ Yes ☐ No
IEP Signatures	IEP is signed by all required parties. Signatures must be handwritten or digitally signed using DocuSign or Adobe. <i>If any person on the IEP team is not present for the meeting, there is a Prior Written Notice excusal form on file.</i>	☐ In Compliance ☐ Not In Compliance ☐ Not Available/Missing	Notes	☐ Yes ☐ No
Service Minutes Provided	Evidence is present of service minutes provided in accordance with current IEP for current quarter/semester (or since IEP creation/date).	☐ In Compliance ☐ Not In Compliance ☐ Not Available/Missing	Notes	☐ Yes ☐ No
Progress Reports	Two most recent progress reports are present in the folder and signed by the <u>service provider and/or special education teacher</u> . Signatures must be handwritten or digitally signed using DocuSign or Adobe.	☐ In Compliance ☐ Not In Compliance ☐ Not Available/Missing	Notes	☐ Yes ☐ No
Contact Logs	Evidence of attempts to communicate with and/or families in the event of disengagement.	☐ In Compliance ☐ Not In Compliance ☐ Not Available/Missing	Notes	☐ Yes ☐ No