

Reading Drives Achievement: Procedural Compliance Self-Assessment (RDA: PCSA)

State Superintendent's Conference on
Special Education
and
Pupil Services
Leadership Issues

Date: October 10, 2018

RDA: PCSA

Panel:

- Caleb Feidt, Stevens Point Area Public School District
- Laurie Johnson, Grantsburg School District
- Christine McMasters, Chippewa Falls Area Unified School District
- Linda Pierron, Oshkosh Area School District
- Cathleen Reed, Prairie du Chien Area School District

Moderator:

- Anita Castro, DPI School Administration Consultant

District location, size of district and fun fact



Reading Drives Achievement: Procedural Compliance Self-Assessment ([RDA:PCSA](#))



Prepare

Resolve all WISEdata errors related to reporting special education (reporting disability, educational environment) and enrollment.

After July 1

Appoint [ad hoc committee](#) including parent(s);

Ensure staff assigned to review records complete [RDA:PCSA Training and Certification eCourse](#).

Schedule a date and time to assess records and prepare materials for the review.



Assess

Sample

[Upload WISE IDs of student records](#) to the [RDA:PCSA reporting tool](#) in the DPI special education portal;

Reporting tool will generate the samples (except for discipline).

Evaluate

Ensure staff reviewing records have completed [RDA:PCSA Training and Certification eCourse](#);

Review records using the [Directions & Standards](#);

Record results in [reporting tool](#).

Review Results & Submit

Reconvene [ad hoc committee](#);

[Choose actions to ensure current compliance](#);

Enter LEA actions to ensure current compliance in [reporting tool](#);

Finalize and submit results by **November 15**.



Correct

Correct student-level errors as soon as identified.

Assure student-level correction are complete using the [reporting tool](#) by **January 15**.

Take actions to ensure current compliance.

DPI will use WISEdata to pull a sample of student records of evaluations completed and IEPs developed between **January 15 to April 15**. DPI will use this sample to verify current compliance .

If errors were identified for item Discipline-2, submit a list of students removed for disciplinary reasons 11 or more days after January 15 into the [reporting tool](#) by **April 15**.



Close

Student-level errors corrected

Ensure student-level errors corrected. DPI selects sample and examines records. If errors found, DPI provides technical assistance and requires correction until LEA able to demonstrate 100% compliance.

Current compliance

Ensure current compliance. DPI selects sample from current records. If errors found, DPI provides technical assistance, requires correction, and requests additional samples until LEA demonstrates 100% current compliance.

Verification complete

By **November 1** of the following year, DPI verifies LEAs have corrected all student-level errors and have 100% current compliance.

DPI notifies LEA when the RDA:PCSA is complete.



Prepare

- Director's role in process.
- Ad Hoc Committee – who did you include/what was their role?
- e-Course – who participated/when and how was it conducted/highlights?
- Anything else you did to prepare? When did you start?

Assess

- Sample/Reporting Tool tips.
- How was assessment conducted?
 - Who was involved?
 - What was your role?
- How was IEP Implementation assessed?
- Any ah-ha's?



Correct

- Validation and/or Verification experiences.
- How did you determine student level corrections?
 - How did you ensure corrections?
- How did you determine district-wide corrections?
- How did you ensure current compliance?



Close

- What was the process for closing out the self-assessment?
- What was your role in corrections and closing?
- What affect did/could College & Career Ready IEP training have on IEP quality?
- Other tips

Questions for the Panel?

