

**NEW JERSEY DEPARTMENT OF EDUCATION OFFICE OF FISCAL ACCOUNTABILITY AND
COMPLIANCE CORRECTIVE ACTION PLAN**

SCHOOL DISTRICT NAME: Union City

COUNTY: Hudson

TYPE OF EXAMINATION: Special Education

DATE OF BOARD MEETING: December 20, 2012

CONTACT PERSON: Delia Menendez, Supervisor of Support Services

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RECOMMENDATION NUMBER	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION	
Finding # 2	Provide parents with notice of meetings in writing with all required components early enough to ensure parent has an opportunity to attend meeting.	Training for CST members regarding Eligibility and IEP meeting notice timeline.	Supervisor of Support Services	Immediate	
Finding # 3	Provide parents with copies of evaluation reports at least 10 days prior to the determination of initial eligibility for students referred for special education and related services.	Training for CST members and Speech-language specialists regarding procedures for providing parents with Copies of reports.	Supervisor of Support Services	Immediate	
Finding # 4	Provide students eligible for special education and related services with a summary of academic achievement and functional performance prior to graduating and/or aging out.	Develop procedures and conduct training for CST regarding the procedures for developing summary of academic achievement	Supervisor of Support Services High school CST	Immediate- three months	

Finding # 5	Consistently convene identification, determination, IEP, and reevaluation planning meetings with the required participants for students referred for special education and related services.	and functional performance for students graduating and/or aging out. Training for CST regarding the attendance and documentation of attendance of all required participants for Identification, determination, IEP, and reevaluation planning meetings	Supervisor of Support Services	Immediate	
Finding # 6	Document activities to move students to a least restrictive environment in the IEP's of Students placed in separate settings.	Training for CST on identifying activities to transition students in separate settings to a less restrictive environment and documenting activities in IEP's. Review of Out of District student placement and document activities to return to less restrictive environment.	Supervisor of Support Services CST members	Immediate Immediate-three months	
Finding # 7	Conduct all components of functional assessment as part of all initial evaluations.	Training for CST on Components of initial evaluation.	Supervisor of Support Services School psychologist and LDTC	Immediate	
Finding # 8	Develop district policy for provision of accommodations and modifications or when	Training of CST on district policy and procedures for the participation and	Supervisor Support Services		

<p>Finding # 9</p>	<p>appropriate an alternate assessment for students with disabilities participating in district wide assessments. Documentation in all IEP's.</p> <p>Maintain evidence of the determination of the description, frequency, duration and effectiveness of interventions provided in the general education setting through the Intervention and Referral Service.</p>	<p>accommodations and modifications of students with disability on district assessments. Documentation in all IEP's</p> <p>Provide training for district administrators, staff and support services committee members (I&RS) on ensuring the identification of interventions, documentation of frequency and duration of intervention and effectiveness of intervention prior to referral to CST.</p>	<p>Supervisor of Support Services CST Members</p>	<p>Immediate-three months</p> <p>Immediate- District Professional Development Day</p>	
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Chief School Administrator: Mr. Stanley Sanger

Date: December 20, 2012

Board Secretary/Business Administrator: Mr. Anthony Dragona

Date: December 20, 2012