

# DUE DATES: SIG DIS

ATTENDANCE AT <b>CCEIS WORKSHOP A</b> (VARIOUS DATES / LOCATIONS)	FEB 21 – MAR 11, 2020
Attendance at <b>CCEIS Workshop B</b> (Various Dates / Locations)	TBD
2020 Assurance of Compliance (Document)	<b>May 18, 2020</b>
Phase I: <b>GETTING STARTED</b> <ul style="list-style-type: none"> <li>Identify and convene a leadership team</li> <li>Identify and convene a stakeholder group</li> <li>Contact the SPP-TAP at Napa County Office of Education (NCOE) and CDE</li> <li>Choose a facilitator</li> <li>Gather relevant data</li> </ul>	June 15, 2020
Phase II: <b>DATA DISCOVERY AND ROOT CAUSE(S)</b> <ul style="list-style-type: none"> <li>Complete comprehensive Local Educational Agency (LEA) Initiative Inventory</li> <li>Choose and complete self-assessment tool</li> <li>Conduct reflective data analysis</li> <li>Determine root cause(s) based on data</li> </ul>	June 15, 2020
Phase III: <b>PLANNING FOR IMPROVEMENT/CCEIS PLAN</b> <ul style="list-style-type: none"> <li>Review Policies, Practices, and Procedures.</li> <li>Develop Programmatic Improvement Action Plan</li> </ul>	November 16, 2020
Phase IV: <b>IMPLEMENTING, EVALUATING, AND SUSTAINING</b> <ul style="list-style-type: none"> <li>Implement Programmatic Improvement Action Plan</li> <li>Evaluate effectiveness through data analysis</li> <li>Build in supports and plan for sustainability</li> <li>Complete survey</li> </ul>	First Progress Report / Expenditure Report Due: March 10, 2021
Progress Reports: Due Quarterly	June 10, 2021 September 10, 2021 December 10, 2021 March 10, 2022

## SPP-TAP / CCEIS RESOURCES / CDE PADLET

<https://www.spptap.org/significant-disproportionality/sd-ceis-guidance-documents-and-forms/>

<https://padlet.com/sedmonitoring/1920monitoring>

# DUE DATES: SEP

<p align="center"><b>ATTENDANCE AT INTENSIVE/TARGETED MONITORING WORKSHOP &amp; PLANNING</b></p>	<p align="center"><b>WEBINARS TBA</b></p>
<p><b>2019-20 Special Education Plan (SEP) Assurances Form</b> (Document)</p>	<p align="center"><b>May 18, 2020</b></p>
<p><b>2019-20 SEP SUBMISSION DEADLINE</b></p> <p><i><b>Note:</b> The SELPA, not the LEA, will submit the SEP to the CDE for review and approval. The SELPA will submit the SEP to the CDE no later than November 15, 2020 by emailing the SEP to the monitoring email below.</i></p> <p>For Intensive Monitoring: <a href="mailto:IntensiveMonitoring@cde.ca.gov">IntensiveMonitoring@cde.ca.gov</a>          For Targeted Monitoring: <a href="mailto:Targetedmonitoring@cde.ca.gov">Targetedmonitoring@cde.ca.gov</a></p> <p><b>Additional Notes:</b></p> <p>Each LEA must submit its SEP to the SELPA for review early enough for the SELPA to review it, potentially return it to the LEA for amendment, and finally submit it to the CDE by the deadline. Accordingly, the SELPA may notify its respective LEAs of an earlier deadline by which the LEA must submit its SEP to the SELPA for review.</p> <p>The SEP is made up of 5 components:</p> <ul style="list-style-type: none"> <li>• (1) LEA Identification Form</li> <li>• (2) Element Form(s)</li> <li>• (3) Root Cause Analysis and Improvement Form(s)</li> <li>• (4) Significant Disproportionality Comprehensive Coordinated Early Intervening Services (CCEIS) plan and related forms (if applicable)</li> <li>• (5) Record Review Data Sheet (if applicable)</li> </ul> <p>Each LEA will complete a root cause analysis based on identified areas of need. For each identified root cause, the LEA will develop improvement activities for implementation in the 2020–2021 school year.</p> <p>The LEA will use the LEA Identification Form to list the names and titles of suggested participants, meeting dates, and data sources.</p> <p>LEAs identified as significantly disproportionate will be required to complete a four-phase process and submit the CCEIS portion with their SEP on November 15, 2020.</p> <p>LEAs identified as significantly disproportionate will be required to meet deadlines for specific forms required for significant disproportionality. Please refer to the CCEIS plan and related forms on the Padlet for detailed information.</p>	<p align="center">November 15, 2020</p>

## CDE SEP MONITORING DOCUMENTS:

<https://padlet.com/sedmonitoring/1920monitoring>