

Medical Academy CS

Charter Annual Report

07/01/2013 - 06/30/2014

School Profile

Demographics

330 Howertown Road
Catasauqua, PA 18032
(610)403-1150

Phase:

Phase 2

CEO Name:

Joanne Hughes

CEO E-mail address:

joanna.hughes@medicalacad.com

Governance and Staff

Leadership Changes

Leadership changes during the past year on the Board of Trustees and in the school administration:

Humberto Ortiz was added as a new trustee. His background parallels that of a large majority of our students and his success is seen as a positive example and an inspiration for the school population.

Ms. Joanna Hughes remains as CEO of the Medical Charter Academy.

Art DiBenedetto was named principal after the assistant principal position was abolished. His forty plus years of experience as an assistant principal, principal, assistant superintendent and superintendent were seen as positives toward a leadership role in the school.

Board of Trustees Meeting Schedule

Location	Date and Time
Medical Charter Academy	8/12/2014 7:00 PM
Medical Charter Academy	9/9/2014 7:00 PM
Medical Charter Academy	10/14/2014 7:00 PM
Medical Charter Academy	11/11/2014 7:00 PM
Medical Charter Academy	12/9/2014 7:00 PM
Medical Charter Academy	1/13/2015 7:00 PM
Medical Charter Academy	2/10/2015 7:00 PM
Medical Charter Academy	3/10/2015 7:00 PM
Medical Charter Academy	4/14/2015 7:00 PM
Medical Charter Academy	5/12/2015 7:00 PM
Medical Charter Academy	6/9/2015 7:00 PM

Professional Staff Member Roster

Mike Aruanno	
PA Certified	Yes
Areas of Certification	History
Grades Teaching or Serving	9-11
All Areas of Assignment, Subject Areas Teaching, or Services Provided	History
Number of Hours Annually Worked in Assignment	1260
Percentage of Time in Certified Position	100.0
Percentage of Time in Areas Not Certified	0.0

Colleen Beavers	
PA Certified	Yes
Areas of Certification	Business
Grades Teaching or Serving	9-11
All Areas of Assignment, Subject Areas Teaching, or Services Provided	Careers, Business Technology
Number of Hours Annually Worked in Assignment	1260
Percentage of Time in Certified Position	100.0
Percentage of Time in Areas Not Certified	0.0

Lori Cassidy	
PA Certified	Yes
Areas of Certification	English
Grades Teaching or Serving	9-11
All Areas of Assignment, Subject Areas Teaching, or Services Provided	English
Number of Hours Annually Worked in Assignment	1260
Percentage of Time in Certified Position	100.0
Percentage of Time in Areas Not Certified	0.0

Alex Harkins	
PA Certified	Yes
Areas of Certification	Chemistry, Math, Physics,
Grades Teaching or Serving	9-11
All Areas of Assignment, Subject Areas Teaching, or Services Provided	Chemistry, Anatomy Physiology
Number of Hours Annually Worked in Assignment	1260
Percentage of Time in Certified Position	100.0
Percentage of Time in Areas Not Certified	0.0

Katise Henderson	
PA Certified	Yes
Areas of Certification	Guidance
Grades Teaching or Serving	9-11
All Areas of Assignment, Subject Areas Teaching, or Services Provided	Guidance
Number of Hours Annually Worked in Assignment	1260
Percentage of Time in Certified Position	100.0

Percentage of Time in Areas Not Certified	0.0
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James Huber	
PA Certified	Yes
Areas of Certification	Biology
Grades Teaching or Serving	9-11
All Areas of Assignment, Subject Areas Teaching, or Services Provided	Biology
Number of Hours Annually Worked in Assignment	1260
Percentage of Time in Certified Position	100.0
Percentage of Time in Areas Not Certified	0.0

Joanna Hughes	
PA Certified	No
Areas of Certification	Special ed teacher, Principal, Superintendent NJ
Grades Teaching or Serving	9-11
All Areas of Assignment, Subject Areas Teaching, or Services Provided	Administration
Number of Hours Annually Worked in Assignment	1260
Percentage of Time in Certified Position	100.0
Percentage of Time in Areas Not Certified	0.0

Beth Johnson	
PA Certified	Yes
Areas of Certification	History, English
Grades Teaching or Serving	9-11
All Areas of Assignment, Subject Areas Teaching, or Services Provided	English, History
Number of Hours Annually Worked in Assignment	1260
Percentage of Time in Certified Position	100.0
Percentage of Time in Areas Not Certified	0.0

Mike Pacanowski	
PA Certified	Yes
Areas of Certification	Math 7-12
Grades Teaching or Serving	9-11
All Areas of Assignment, Subject Areas Teaching, or Services Provided	Math

Number of Hours Annually Worked in Assignment	1260
Percentage of Time in Certified Position	100.0
Percentage of Time in Areas Not Certified	0.0

Kim Schmidt	
PA Certified	Yes
Areas of Certification	ESL, Spanish
Grades Teaching or Serving	9-11
All Areas of Assignment, Subject Areas Teaching, or Services Provided	ESL, Spanish
Number of Hours Annually Worked in Assignment	1260
Percentage of Time in Certified Position	100.0
Percentage of Time in Areas Not Certified	0.0

Joshua Picozzi	
PA Certified	Yes
Areas of Certification	Math 7-12
Grades Teaching or Serving	9-11
All Areas of Assignment, Subject Areas Teaching, or Services Provided	Math, Algebra, Pre-Calculus
Number of Hours Annually Worked in Assignment	1260
Percentage of Time in Certified Position	100.0
Percentage of Time in Areas Not Certified	0.0

Maria Shirar	
PA Certified	Yes
Areas of Certification	Spanish
Grades Teaching or Serving	9-11
All Areas of Assignment, Subject Areas Teaching, or Services Provided	Spanish
Number of Hours Annually Worked in Assignment	1260
Percentage of Time in Certified Position	100.0
Percentage of Time in Areas Not Certified	0.0

Allan Snyder	
PA Certified	Yes
Areas of Certification	P.E., Health
Grades Teaching or Serving	9-11
All Areas of Assignment, Subject Areas Teaching, or	P.E. Health

Services Provided	
Number of Hours Annually Worked in Assignment	1260
Percentage of Time in Certified Position	100.0
Percentage of Time in Areas Not Certified	0.0

Kim Zachman	
PA Certified	Yes
Areas of Certification	Art
Grades Teaching or Serving	9-11
All Areas of Assignment, Subject Areas Teaching, or Services Provided	Art
Number of Hours Annually Worked in Assignment	1260
Percentage of Time in Certified Position	100.0
Percentage of Time in Areas Not Certified	0.0

The professional staff member roster as recorded originally on the PDE-414 form

No file has been uploaded.

Quality of Teaching and Other Staff

Position Categories	All Employed per Category	Appropriately Certified	Promoted	Transferred	Terminated	Contracted for Following Year
Chief Academic Officer/Director	1.00	1.00				1.00
Principal	1.00	1.00				1.00
Assistant Principal						
Classroom Teacher (including Master Teachers)	10.00	10.00				10.00
Specialty Teacher (including Master Teachers)	2.00	2.00				2.00
Special Education Teacher (including Master Teachers)	1.00	1.00				1.00
Special Education Coordinator						
Counselor	1.00	1.00				1.00
Psychologist						
School Nurse	1.00	1.00				1.00
Totals	17.00	17.00	0	0	0	17.00

Further explanation:

CEO and Principal are New jersey certified teacher, principal, superintendent

Fiscal Matters

Major Fundraising Activities

Major fundraising activities performed this year and planned for next year:

During the 14-15 school year, the school will do the following as per this category:

1. An outreach program toward local medical related companies and institutions to raise funds for student transportation for visitations to hospitals and nursing homes as part of the careers curricula.
2. A formal fund raiser dinner to preach the importance of the mission of the school.

There were no fund raising activities in 13-14, but the school was very successful in gaining access to donated furniture, computers and desks which was greatly appreciated.

Fiscal Solvency Policies

Changes to policies and procedures to ensure and monitor fiscal solvency:

There were no new fiscal policies but in terms of procedures, the CEO has increased the frequency of interaction with the Business Manager.

Fiscal Solvency Policies

Charter School documents that describe policies and procedures that have been established to ensure and monitor fiscal solvency (optional if described in the narrative)

No files have been uploaded.

Accounting System

Changes to the accounting system the charter school uses:

There have been no changes to the in-place accounting system.

Preliminary Statements of Revenues, Expenditures & Fund Balances

The completed and CEO signed Fiscal Template – Preliminary Statements of Revenues, Expenditures & Fund Balances

XLSX file uploaded.

Financial Audits

Basics

Audit Firm: Citran Cooperman

Date of Last Audit: 06/30/2014
 Fiscal Year Last Audited: 2013-2014

Explanation of the Report

Detailed explanation of the report (if the previous year’s report has been submitted.) Any audit report for a school year that precedes this annual report by more than 2 years is not acceptable and may be considered a material violation:

13-14 audit is not completed at this time.

Financial Audit Report

The Financial Audit Report, which should include the auditor’s opinion and any findings resulting from the audit

No file has been uploaded.

Citations

Financial audit citations and the corresponding Charter School responses

Description	Response
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Federal Programs Consolidated Review

Basics

Title I Status:
 Date of Last Federal
 Programs Consolidated
 Review:
 School Year Reviewed:

Federal Programs Consolidated Review Report

The Federal Programs Consolidated Review Report, which should include the Division’s opinion and any findings resulting from the audit

No file has been uploaded.

Citations

Federal Programs Consolidated Review citations and the corresponding Charter School responses

Description	Response
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Special Education

Chapter 711 Assurances

The LEA agrees to comply with all requirements of Special Education outlined in 22 PA Code Chapter 711 and other state and federal mandates. These include:

Implementation of a full range of services, programs and alternative placements available to the Charter School for placement and implementation of the special education programs in the Charter School.

Implementation of a child find system to locate, identify and evaluate young children and children who are thought to be a child with a disability eligible for special education residing within the Charter School's jurisdiction. Child find data is collected, maintained and used in decision-making. Child find process and procedures are evaluated for their effectiveness. The Charter School implements mechanisms to disseminate child find information to the public, organizations, agencies and individuals on at least an annual basis.

Assurances of students with disabilities are included in general education programs and extracurricular and non-academic programs and activities to the maximum extent appropriate in accordance with an Individualized Education Program.

Following the state and federal guidelines for participation of students with disabilities in state and Charter School-wide assessments including the determination of participation, the need for accommodations and the methods of assessing students for whom regular assessment is not appropriate.

Assurance of funds received through participation in the medical assistance reimbursement program, ACCESS, will be used to enhance or expand the current level of services and programs provided to students with disabilities in this local education agency.

Special Education Support Services

Support Service	Location	Teacher FTE
Counseling, emotional and academic support	Medical Charter Academy	1

Special Education Contracted Services

Title	Amt. of Time per Week	Operator	Number of Students
School Psychology Services, Dr J Wargo	3 Hours	Outside Contractor	12

Special Education Cyclical Monitoring

Date of Last Special Education Cyclical Monitoring:
Link to Report (Optional):

03/20/2014
Not Provided

Special Education Cyclical Monitoring Report

The Special Education Cyclical Monitoring Report, which should include the Bureau's findings
PDF file uploaded.

Facilities

Fixed assets acquired by the Charter School during the past fiscal year

Fixed assets acquired by the Charter School during the past fiscal year:

Due to a significant outreach effort, items considered fix assets were donated to the school by a bavy of altruists thus reducing the need to make purchases of such material.

The total Charter School expenditures for fixed assets during the identified fiscal year:

\$0.00

Facility Plans and Other Capital Needs

The Charter School's plan for future facility development and the rationale for the various components of the plan:

Future facility needs will be based on the success of enrollment recruitment. Five classrooms have been added for this school year to accomodate the 12th grade class but that increase is more than enough to deal with hopefully increased student numbers.

Memorandums of Understanding

Organization	Purpose
Catasauqua Police Department	Whereas the school is located in the town of Catasauqua, there is a signed memo of understanding with the police department with regard to matters of safety and security.

Preliminary Statement of Revenues, Expenditures & Fund Balances
Include ALL Funds
as of June 30, 2014

Name of School _____

Address of School _____

CEO Signature _____

REVENUES

6000		REVENUE FROM LOCAL SOURCES	
6500		EARNINGS ON INVESTMENTS	
	6510	Interest on Investments and Interest-Bearing Checking Accounts	
	6520	Dividends on Investments	
	6530	Gains or Losses on Sale of Investments	
	6540	Earnings on Investments in Real Property	
	6590	Other Earnings or Investments	
6600		FOOD SERVICE REVENUE	
	6610	Daily Sales - Reimbursable Programs	
	6620	Daily Sales - Non-Reimbursable Programs	
	6630	Special Functions	
	6640	Non-Cash Contributions	
	6650	Price Reduction for Reduced Price and Free Meals (Debit)	
	6690	Other Food Service Revenues	4,716.51
6700		REVENUES FROM STUDENT ACTIVITIES	
	6710	Admissions	
	6720	Bookstore Sales	
	6730	Student Organization Membership Dues and Fees	
	6740	Fees	
	6750	Student Activity - Special Events	651.68
	6790	Other Student Activity Income	
6800		REVENUES FROM INTERMEDIARY SOURCES / PASS THROUGH	
	6810	Revenue from Local Governmental Units	
	6820	Revenue from Intermediary Sources - Commonwealth Funds	
	6830	Revenues from Intermediary Sources - Federal Funds	
	6890	Other Revenues from Intermediary Sources	

6900		OTHER REVENUE FROM LOCAL SOURCES	
	6910	Rentals	
	6920	Contributions & Donations from Private Sources / Capital Contributions	
	6930	Gains or Losses on Sale of Fixed Assets (Economic Resource Measurement Focus Only)	
	6940	Tuition from Patrons	
	6941	Regular Day School Tuition	
	6942	Summer School Tuition	
	6943	Adult Education Tuition	
	6944	Receipts From Other LEAs in Pennsylvania - Education	1,805,447.33
	6945	Receipts from Out-of-State LEAs	
	6946	Receipts from Member Districts - AVTS / Special Program Jointure only	
	6947	Receipts from Members of Intermediate Units for Education by Withholding	
	6948	Receipts from Members of Intermediate Units for Direct Contributions	
	6949	Other Tuition from Patrons	
	6950	Unassigned	
	6960	Services Provide Other Local Governmental Units / LEAs	
	6961	Transportation Services Provided Other Pennsylvania LEAs	
	6969	All Other Services Provided Other Governments and LEAs Not Specified Above	
	6970	Services Provided Other Funds	
	6980	Revenue from Community Service Activities	
	6990	Refunds and Other Miscellaneous Revenue	
	6991	Refunds of a Prior Year Expenditure	
	6999	Other Revenues Not Specified Above	
7000		REVENUE FROM STATE SOURCES	
7100		BASIC INSTRUCTIONAL AND OPERATING SUBSIDIES	
	7150	Unassigned	
	7160	Tuition for Orphans and Children Placed in Private Homes	
	7180	Staff and Program Development	
7200		REVENUE FOR SPECIFIC EDUCATIONAL PROGRAMS	
	7210	Homebound Instruction	
	7220	Vocational Education	
	7230	Alternative Education	
	7240	Driver Education - Student	
	7250	Migratory Children	
	7260	Workforce Investment Act (WIA)	
	7270	Specialized Education of Exceptional Pupils	
	7280	Adult Literacy	

	7290	Additional Educational Program Revenues	
7300		REVENUES FOR NON-EDUCATIONAL PROGRAMS	
	7310	Transportation (Regular and Additional)	
	7320	Rental and Sinking Fund Payments / Building Reimbursement Subsidy	18,299.60
	7330	Health Services (Medical, Dental, Nurse, Act 25)	2,171.00
	7340	Unassigned	
	7350	Sewage Treatment Operations / Environmental Subsidies	
	7360	Safe Schools	
7400		VOCATIONAL TRAINING OF THE UNEMPLOYED	
7500		STATE REVENUE NOT LISTED ELSEWHERE IN THE 7000 SERIES OF ACCOUNTS	
	7502	Dual Enrollment Grants	
	7503	Project 720/High School Reform	
	7599	Other State Revenue Not Listed Elsewhere in the 7000 Series	
7600		REVENUE FOR MILK, LUNCH AND BREAKFAST PROGRAMS	
7800		REVENUE FOR THE COMMONWEALTH'S SHARE OF PAID BENEFITS	
	7810	State Share of Social Security and Medicare Taxes	
	7820	State Share of Retirement Contributions	97,367.34
7900		REVENUE FOR TECHNOLOGY	
	7910	Educational Technology	
	7990	Other Technology Grants	
8000		REVENUE FROM FEDERAL SOURCES	
8100		UNRESTRICTED GRANTS-IN-AID DIRECT FROM THE FEDERAL GOVERNMENT	
	8110	Payments for Federally Impacted Areas - P.L. 81-874	
	8190	Other Unrestricted Federal Grants-in-Aid Direct from the Federal Government	
8200		UNRESTRICTED GRANTS-IN-AID FROM THE FEDERAL GOVERNMENT THROUGH THE COMMONWEALTH	
8300		RESTRICTED GRANTS-IN-AID DIRECTLY FROM THE FEDERAL GOVERNMENT	
	8310	Payments for Federally Impacted Areas - P.L. 81-815	
	8320	Energy Conservation Grants - TA and ECM	

	8390	Other Restricted Federal Grants-in-Aid Directly from the Federal Government	
8500		RESTRICTED GRANTS-IN-AID FROM THE FEDERAL GOVERNMENT THROUGH THE COMMONWEALTH FOR THE INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA), NO CHILD LEFT BEHIND (NCLB), VOCATIONAL EDUCATION, CHILD NUTRITION AND CAREER EDUCATION PROGRAMS	55,316.00
	8510	Individuals with Disabilities Education Act (IDEA) and No Child Left Behind (NCLB)	12,000
	8520	Vocational Education	
	8530	Child Nutrition Program	
	8540	Nutrition Education and Training	
	8560	Federal Block Grants	
	8570	Unassigned	
	8580	Child Care and Development Block Grants	
	8590	Unassigned	
8600		RESTRICTED GRANTS-IN-AID FROM THE FEDERAL GOVERNMENT THROUGH THE COMMONWEALTH FOR DRIVER EDUCATION, ADULT EDUCATION, CETA, HEADSTART, ENERGY CONSERVATION, WORKFORCE INVESTMENT ACT AND OTHER PROGRAMS	
	8610	Homeless Assistance Act	
	8620	Adult Basic Education	
	8640	Headstart	
	8650	Unassigned	
	8660	Workforce Investment Act (WIA)	
	8670	Unassigned	
	8680	Unassigned	
	8690	Other Restricted Federal Grants-in-Aid through the Commonwealth	
8800		MEDICAL ASSISTANCE REIMBURSEMENTS	
9000		OTHER FINANCING SOURCES	
9100		SALE OF BONDS	
	9110	Bond Issue Proceeds (Gross)	
	9120	Proceeds from Refunding of Bonds	
9200		PROCEEDS FROM EXTENDED TERM FINANCING	
9300		INTERFUND TRANSFERS	
	9310	General Fund Transfers	
	9320	Special Revenue Fund Transfers	

	9330	Capital Projects Funds Transfers	
	9340	Debt Service Fund Transfers	
	9350	Enterprise Fund Transfers	
	9360	Internal Service Fund Transfers	
	9370	Trust and Agency Fund	
	9380	Activity Fund Transfers	
	9390	Permanent Fund Transfers	
9400		SALE OF OR COMPENSATION FOR LOSS OF FIXED ASSETS	
9500		Unassigned	
9600		Unassigned	
9700		TRANSFERS INVOLVING COMPONENT UNITS AND PRIMARY GOVERNMENTS	
	9710	Transfers from Component Units	
	9720	Transfers from Primary Governments	
9800		INTRAFUND TRANSFERS IN	
	9810	General Fund Intrafund Transfers	
	9820	Special Revenue Intrafund Transfers	
	9840	Debt Service Intrafund Transfers	
	9850	Enterprise Intrafund Transfers	
	9860	Internal Service Intrafund Transfers	
	9870	Trust and Agency Intrafund Transfers	
	9880	Activity Interfund Transfers	
TOTAL REVENUES			1,995,969



Executive Summary BSE Compliance Monitoring Review of the Medical Academy CS

PART I SUMMARY OF FINDINGS

A. Review Process

Prior to the Bureau's monitoring the week of March 10, 2014, the Medical Academy CS was formally notified of the dates the onsite review would be conducted. Notice and invitation to comment was also provided to the Local Task Force on Right-to-Education. The charter school was informed of its responsibility to compile various reports, written policies, and procedures to document compliance with requirements.

While onsite, the monitoring team employed a variety of techniques to gain an in depth understanding of the charter school's program operations. This included:

- Interviews of charter school administrative and instructional personnel
- Review of policies, notices, plans, outcome and performance data, special education forms and formats, and data reports used and compiled by the charter school (Facilitated Self-Assessment)
- Comprehensive case studies (including classroom observations, interviews of parents, students, and general and special education teachers, and student file reviews).

B. General Findings

In reaching compliance determinations, the Bureau of Special Education (BSE) monitoring teams apply criteria contained in federal and state special education regulations. Specifically, these are:

- Individuals with Disabilities Education Improvement Act of 2004
- 22 Pa. Code Chapter 711
- 34 CFR Part 300

This report focuses on compliance with regulatory requirements and also contains descriptive information (such as interview and survey results) intended to provide feedback to assist in program planning.

C. Overall Findings

1. FACILITATED SELF ASSESSMENT (FSA)

The team reviewed the FSA submitted by the charter school and conducted onsite verification activities of the information submitted in the FSA. The onsite verification activities included review of policies, notices, procedures, and file reviews.

FSA	In Compliance	Out of Compliance
Assistive Technology and Services; Hearing Aids	2	0
Positive Behavior Support Policy	0	1
Child Find (Annual Public Notice and General Dissemination Materials)	0	1
Confidentiality	1	0
Dispute Resolution (Due process hearing decision implementation)	0	0
Exclusions: Suspensions and Expulsions (Procedural Requirements)	1	0
Independent Education Evaluation	1	0
Least Restrictive Environment (LRE)	1	0
Provision of Extended School Year Services	0	1
Provision of Related Service Including Psychological Counseling	1	0
Parent Training	0	1
Public School Enrollment	1	0
Surrogate Parents (Students Requiring)	1	0
Personnel Training	1	0
Intensive Interagency Approach	0	0
Summary of Academic Achievement and Functional Performance/Procedural Safeguard Requirements for Graduation	0	0
Disproportionate Representation that is the Result of Inappropriate Identification	1	0

IMPROVEMENT PLAN REQUIRED*	Yes	No
Effective use of Dispute Resolution	0	0
Graduation Rates (SPP)	0	0
Dropout Rates (SPP)	0	1
Suspensions (Rates)	0	1
Least Restrictive Environment (LRE) (SPP)	0	1
Participation in PSSA and PASA (SPP)	0	0
Participation in Charter-Wide Assessment	0	1
Public School Enrollment	0	1
Disproportionate Representation that is the Result of Inappropriate Identification	0	1

*This determination is based on the data used for the monitoring. More recent data provided by the LEA may demonstrate that the LEA does not require an improvement plan for this topic. Please refer to the Corrective Action Verification/Compliance and Improvement Plan for final guidance.

2. **FILE REVIEW** (Student case studies)

The education records of randomly selected students participating in special education programs were studied to determine whether the charter school complied with essential requirements.

The status of compliance of the Medical Academy CS is as follows:

Sections of the FILE REVIEW	In Compliance	Out of Compliance	NA
Essential Student Documents Are Present and Were Prepared Within Timelines	75	10	75
Evaluation/Reevaluation: Process and Content	270	7	523
Individualized Education Program: Process and Content	465	54	281
Procedural Safeguards: Process and Content	116	2	2
TOTALS	926	73	881

3. TEACHER AND PARENT INTERVIEWS

Interviews were conducted with parents and teachers of students selected by the BSE for the sample group. The goal is to determine if the charter school involves parents and professionals in required processes (e.g., evaluation, IEP development), whether programs and services are being provided, and whether the charter school provides training to enhance knowledge. Parent and teacher satisfaction with the special education program is also generally assessed.

	# Yes Responses	# No Responses	# of Other Responses
Program Implementation: General Ed Teacher Interviews	240	25	67
Program Implementation: Special Ed Teacher Interviews	299	8	133
Program Implementation: Parent Interviews	158	12	76
TOTALS	697	45	276

4. STUDENT INTERVIEWS

Results of the student interviews are reflected on the Charter School Corrective Action Verification/Compliance and Improvement Planning document.

5. CLASSROOM OBSERVATIONS

Observations are conducted in classrooms of students selected by the BSE for the sample group.

	# Yes Responses	# No Responses	# of Other Responses
Classroom Observations	39	0	10

6. EDUCATIONAL BENEFIT REVIEW

	In Compliance	Out of Compliance
Educational Benefit Review		X

PART II CORRECTIVE ACTION PROCESS

PART I of this report presented an overall summary of findings. In the Appendix to the report, we have provided the detailed findings for each of the criteria of the compliance monitoring document, i.e. FSA, File Reviews, Interviews and Classroom Observations. The detailed report of findings includes:

- Criteria Number
- Statements of all requirements
- Whether each requirement was met, not met, not applicable or other
- Statements of corrective action required for those criteria not met. ***Criteria not met that require corrective action by the charter school are gray-shaded.***

Charter schools are advised that in accordance with requirements of the Individuals with Disabilities Education Act, all noncompliance must be corrected as soon as possible but in no case later than one year from the date of the monitoring report. The BSE is required to verify timely correction of noncompliance, and must report annually to the federal government and the public on this requirement.

Upon receipt of this report, the charter school should review the corrective action and improvement planning required. The report is formatted so that findings from all components of the monitoring are consolidated by topical area. The report lists the finding, and whether corrective action is required. For certain types of findings, corrective action will be prescribed, and will not vary from charter school to charter school. For example, if the finding is that the charter school lacks a specific required policy, it is reasonable to have the BSE prescribe a standardized remedy and timeline for correcting this deficiency. However, the majority of corrective action activities will be individually designed by the charter school based on their own unique circumstances and goals. Consistent with IDEA's general supervision requirements for states, BSE must approve all proposed corrective action.

With respect to the File Review, because students were selected at random, findings are generalized to the entire population of students with disabilities. During the corrective action review, the BSE Advisor will select students at random and will review updated data, i.e. records that were developed subsequent to the monitoring. Consequently, the charter school should approach corrective action on a systemic basis. As indicated above, the charter school is also required to correct student specific noncompliance identified during monitoring under the ICAP process. If there has been a finding of noncompliance in the Educational Benefit Review component, the individual students are identified to the charter school and, because of the significance of the provision of a free appropriate public education (FAPE) to these students; the charter school must take immediate corrective action.

The BSE Adviser will schedule an onsite visit with the charter school within 60 days following issuance of the monitoring report. The BSE Adviser, charter school, and PaTTAN staff will develop a Charter School Corrective Action Verification/Compliance and Improvement Plan. PaTTAN and IU staff is available to assist the charter school.

Upon conclusion of the corrective action process, the charter school will be notified of its successful completion of the monitoring process.