**Division of Special Education/early Intervention Services**

**Resource Management and Monitoring Branch**

**Nonpublic Special Education Section**

**Out-of-State Site Visit Report**

**School:**       **Date:**

**Person Completing Report:**       **Title:**

**Local School System:**       **How many students from your jurisdiction placed here?**

**Name of other participant(s) in visit:**       **Agency:**

**Please X the boxes which indicate the activities you conducted while at the school/residential facility:**

[ ]  Interview of Student [ ]  Classroom Observation (required) [ ]  Campus Tour

[ ]  Interview of Teachers [ ]  School Tour [ ]  Residence Tour

[ ]  Interview of Administrators [ ]  Curriculum Review [ ]  Record Review (required)

[ ]  Interview of Residential Staff [ ]  IEP Team [ ]  Other (describe)

**List the names and titles of any staff interviewed:**

**Please provide feedback to the following items:**

*Using the MSDE Classroom Observation Form as a guide, summarize the strengths of the instructional program:*

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*Summarize the weaknesses of the instructional program:*

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*Identify/describe the curriculum used, and the vocational or completer program(s) available for high school students:*

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*Describe observed and or reported behavior management techniques:*

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*Identify any observed or reported concerns raised regarding safety of the children in school or in residence.*

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*Identify any concerns raised regarding the physical facility(ies):*

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*Briefly describe the ongoing communication/monitoring activities which occur between the LSS and this school:*

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*Share any concerns which the parent has raised regarding the education and safety of their child in this facility:*

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*Use the MSDE OOS Nonpublic School Approval forms to complete a comprehensive record review for each student from your jurisdiction. Summarize any concerns noted regarding student records and required documents: IEPs, related service logs, student schedules, attendance records, FBAs and BIPS, transition plans, and transcripts.*

*Forms: Review of Student Record, Review of Related Services, Review of 1:1 Services*

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*Review each student’s Behavior Intervention Plan (BIP).*

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| Is the BIP being implemented as approved by the IEP team?Collect and review the data regarding targeted behaviors, restraints and seclusions.Is the school communicating serious incidences to the LSS regularly?Are follow-up actions taken by the school appropriate and aligned with the BIP?Does the IEP team need to reconvene to review and update the BIP? |

*Identify any noted areas of noncompliance with MD regulations:*

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*Share any other information regarding this school program and residential facility:*

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|  |

Submit the completed document ***within 30 days*** of the site visit.

***Electronic submission to: U.S. Mail submission to:***

Sheila.Philip@Maryland.gov Maryland State Department of Education

 Division of Special Education/Early Intervention Services

 *Attention: Ms. Sheila Philip*

 200 West Baltimore Street

 Baltimore, Maryland 21201