WestEd Monthly Report, July 2019

This monthly report reflects work completed during the designated month and any work in progress. We also provide a summary of upcoming work.

Work Performed During this Period

- Bulleted list of major work completed by last working day of each month.
  - Completed the majority of data cleaning and prep for cost function analysis with the exception of the few files still to be accessed.
  - Completed the majority of data cleaning and prep for the state weights analysis.
- Interviews/Meetings Conducted:

Title	Department/Program/Organization	Location	Interviewer	Date(s)
Special Education Director	Allegany County Schools	Virtual	Doutre	7/2/2019
CFO and Special Education Director	Montgomery County Schools	Virtual	Doutre	7/2/2019
Special Education Director	Queen Anne's County Schools	Virtual	Doutre	7/3/2019
Special Education Director	Somerset County Schools	Virtual	O'Hara	7/9/2019
Special Education Director	Baltimore City Schools	Virtual	Dodge	7/10/2019
Special Education Director	Charles County Schools	Virtual	O'Hara	7/11/2019
Executive Director	Project HEAL	Virtual	Dodge	7/17/2019
	Stakeholder Group	MSDE Board Room	Dodge and Willis	7/25/2019
Special Education Director and SE Operations Coord7/29/2018	Prince George's County Schools	Virtual	Dodge	7/29/2019

- Focus Groups/Site Visits Conducted:

Group/Department/Program/Organization	Location	Date(s)
Virtual site visit focus group	Virtual with Queen Anne's County Schools	7/25/2019
Site visits	Baltimore City Schools, Barklay Elem/Middle Summer school and ESY program	7/26/2019

Deliverables and Major Activities

Deliverables Completed this Month:

Held first stakeholder meeting

508 compliant content for project website

Interviews with special education fiscal leaders in 10 visited school systems

Progress on Other Deliverables:

Data analysis

Incorporation of non-MOIEP data from Anne Arundel Co

Continued to follow up with Baltimore County, Howard County and Wicomico County on IEP data

Challenges/Questions Encountered and Plan to Address Them
Work Plan for Upcoming Month

Data Preparation and Analysis

- Continue to refine data preparation for modeling for both the cost function and state weights analyses.
- Prepare initial results for both studies for internal review.
- Modify previously provided cost function methods summary as needed.

Title	Department/Program/Organization	Date(s)
Executive Director	Office of Finance and Administration	8/1/2019
Director, CFO	School for the Blind	8/7/2019

- Focus Groups/Site Visits Planned for Upcoming Month:

Group/Department/Program/Organization	Location	Date(s)