**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](mailto: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