

Accountability to Improve Performance: A Comprehensive Monitoring Process

The Maryland State Department of Education (MSDE), Division of Early Intervention and Special Education Services (DEI/SES) utilizes Accountability to Improve Performance (AIP) to meet the federal general supervision and comprehensive monitoring requirements. AIP is designed to examine special education performance, specifically evaluating whether and how local Infants and Toddlers Programs (LITP) and local education agencies (LEA)/public agencies (PA) improve results for children with developmental delays and students with disabilities and ensure compliance with IDEA and the Code of Maryland Regulations (COMAR) requirements.

AIP Audit Activities

Desk Audit Review

Monitoring Specialists audit current-year Individualized Family Service Plans (IFSP) and Individualized Education Programs (IEP) from a randomly selected sample of children and students.

# Part C Program Enrollment	Total Records Reviewed
20-100	12
101-999	24
1,000+	32
# Part B Students with Disabilities	Total Records Reviewed
100 – 1,000	40
1,001 – 9,999	60
10,000+	80

Service/Related Service Review

Monitoring Specialists review twenty-five (25) service records for each LITP and LEA/PA for a period of four (4) months.

Alternate Education Framework Review

Monitoring Specialists audit records for students found eligible to participate in the Alternate Education Framework (Alt). The number of student records reviewed is based on the same enrollment data utilized for the Desk Audit Review. The audit includes a comprehensive review of evidence and strict adherence to Appendix A: Participation Criteria and Checklist (Appendix A).

Restraint and Seclusion Record Review

Monitoring Specialists review forms used by LEAs and nonpublic special education schools to document restraint and seclusion incidences.

Policies and Procedures Review

Monitoring Specialists review LITP and LEA/PA policies, procedures, and implementation practices in place that enforce the IDEA and the COMAR requirements and reflect the compliance indicators.

Case Studies

The Monitoring Specialists conduct case studies to assess whether the LITP and LEA/PA provide the infrastructure and general supervision to improve child outcomes and narrow the achievement gap for SWD. Case Studies include a review of IFSP/IEP records over 3 years, observation of the delivery of early intervention/specially designed instructions, and interviews of various stakeholders connected to the child/student (providers, service coordinators, parents, general education teachers, special education teachers, program/building administrators, and various other staff connected to the implementation of the IFSP/IEP).