

**MISSISSIPPI COUNTY, ARKANSAS, E.O.C.
EARLY CHILDHOOD EDUCATION DEPARTMENT**

**DISABILITY MONITORING OF CHILDREN REFERRED AND/OR DIAGNOSED
WITH A DISABILITY**

§ 45 CFR 1302.102

GOAL STATEMENT- MCAEOC will strive for excellence by enhancing educational services to support school readiness of children that will maximize their potential to enter kindergarten with a solid foundation for reading success.

POLICY:

The objective of the Head Start and Early Head Start Program is to plan and provide strategies for meeting the special needs of children with disabilities and their parents. In order to ensure effective ongoing oversight and correction, a program must establish and implement a system of ongoing monitoring that ensures effective implementation of the program performance standards.

PURPOSE: Implement procedures to collect and use data to inform the program about quality and compliance issues so they can be corrected immediately.

PROCEDURES:

1. Children referred for a possible disability will be referred to the Disability Manager and then referred to the appropriate agency (Part C or Part B).
2. The Disability Monitoring Coordinator will input the referral information into the agency's GoEngage.com database.
3. Communication is carried out by email, phone calls, text, fax, etc., between MCAEOC and the appropriate agency during the 90-day timeline the agency has to complete the Due Process procedures.
4. Children diagnosed with a disability will be tracked using the GoEngage.com computer program by the Disability Monitoring Coordinator.
5. Reports will be generated from GoEngage.com computer program and the Disability Manager and the Disability Monitoring Coordinator will go to the classroom folders to compare and analyze data to check for accuracy.
6. The Program Information Report (PIR) will be pulled throughout the program year to see if the disability information that has been input into the database is being captured accurately.
7. The Disability Monitoring Coordinator will review documentation in the classroom folders to ensure children with disabilities have been receiving their special services that are stated in the child's IEP or IFSP.

8. The Disability Monitoring Coordinator will monitor the weekly plans on children diagnosed with a disability to ensure individualizations in being completed on these children. These observations will show that the teaching staff is addressing the IEP/IFSP goals in the classroom.

9. Disability monitoring is ongoing throughout the program year.