

"CPM Overview Question and Answer Oct. 9 & 10 Webcast"

>> My question here states, what about districts like mine scheduled for CPM visit in November which don't have much time to prepare?

I'm going to turn that right over to Fred, please.

>> From the beginning, we've emphasized that CPM is an ongoing process.

It's not a one-time event, some thing that we look forward, on going throughout the year.

To help each district prepare, we provided the ongoing program self-evaluation tools or OPSETs.

These tools contain everything that we use in our monitoring instruments, and also provide you some guidance and direction as to how you can meet the requirements, what kinds of documentation would be appropriate, etc.

It's critical to us that LEAs adhere to the legal requirements at all times.

And so in signing the assurances, you have said that you would do just that, finally, preparation for our visit comes from your own internal self-monitoring. Making sure internally that your documents are in order, that your practices are compliant with law, and that you have looked at everything possible before our CPM team arrives.

>> When the CPM team arrives at my district, will we have an opportunity to showcase our achievement and goals through a PowerPoint presentation or speeches by the coordinators of our categorical programs?

Who would like to take that question?

>> I'd be glad to respond to that.

>> Thank you Fred.

>> The foundation for our reviews is the CPM instrument.

And we are interested in what it is you do.

However our focus there is on the legal requirements of law.

And although you may have some wonderful program to showcase for us in a PowerPoint or etc, our teams are really there to focus on the work at hand.

So, an introductory PowerPoint is really not necessary for us.

Oftentimes we find these are very general, and don't help us in terms of an informative way to determine if you've met legal requirements.

Sometimes they are so specific as to distract us from the attention that we need to provide.

So our team members, as well as your staffs, should just prepare using the instruments, the OPSETs, which we described earlier, as well as our program tools to get right into the work at hand, prepare for the review, and get going.

>> What if my district has a visit in the--early in the school year, and we have not had the chance to complete all of the requirements in all of the items?

Great question.

Fred?

>> Okay.

Steve, I'm going to turn that one over to Pat, our manager.

>> Thanks Fred.

City program monitors, we'll look at evidence that goes back for a full year.

And so we'll take a look at the--any evidence that would apply to the specific program instrument item that we were reviewing at that time.

For example, there might be a requirement for a committee to meet, we go back 12 months at least and take a look at any evidence you might have of attended meetings, and what transpired during a committee meeting to satisfy the requirement.

>> How does and LEA and school site prepare documents for CPM review?

Specifically, which document should be compiled and--let's see--proven by the central office staff?

Specifically, what documents should be compiled and presented by the school site offering a program?

So again, I'm going to turn to who on that, that's a good question.

>>Well I'll be glad to answer that.

>>Thank you Fred.

>> As our teams prepare for our visit and as you prepare for us, the OPSETs will offer guidance and advises to which documents you would like to have ready for us for our review.

Specifically, it's whatever documents you might possess or have created in the terms of doing business that would need the requirement that you see in the OPSET or in our review instrument.

We can't tell you specifically what those are, because in some cases they will vary by district.

In some cases, an agenda would be sufficient, in some cases, meeting minutes, notice to parents.

So, it will depend on the specific item, it will depend on how you go about the business of conducting education in your own district.

>> Is my district held accountable for what is in our LEAP, which is outdated, because we developed it five or six years ago?

Fred, do you want to take that question?

>> Actually, that is one best handled by Patrick.

>> Well Patrick, thank you.

>> So LEAs should update or amend the LEA plan as necessary based on current and anticipated needs.

And while a waiting reauthorization, we will rely on current LEA plans with addenda as the basis for carrying out categorical programs.

>> How often are OPSETs and instruments updated?

Can we be notified so we can update our files?

Very good question.

Who would like to take that?

Sounds like a Fred question, or a Pat.

>> Actually, you're right Steve.

The OPSETs are updated annually as we change the instruments.

So they reflect directly what the legal requirements are.

If the legal requirements have changed, the OPSET changes as well.

And we keep all of these actively posted on our website.

So if you're concerned about having the most current tools and OPSETs available to you, simply log on, go to our website, and download them.

>>Will CDE use the most recent cross-program instrument posted on the website on 10-08-2008 or the 10-07 version?

Fred?

>> I'm going to let Patrick respond to this.

>> Thank you.

Patrick?

>> I think the question here is asking whether or not we would use the 2007 version or the 2008 version.

I would assume that's the question.

If not, the questioner can call me at 961-319-0357 and I'll try to clarify.

But we just, in answer to the questioner's question about the CPM cross-program instrument, we just posted that late yesterday afternoon.

And it's the program instrument, the cross-program instrument that we'll use for the 2008-2009 review cycle.

>> Can you offer guidance on how far back we should be gathering evidence and documentation, is it one year, is it three years, etc?

And does it vary by program?

So these sounds like it might be a cross-program, a cross panel answer.

But we'll start first with Fred or Patrick.

>> I think we would typically look back as much as five years in most cases, there may be some special circumstances that we would need to take in to consideration.

I think Rhea has a comment on this.

Sorry.

Excuse me, but, anybody else care to comment?

>> Well, I know with the English Learner Program, if some of the required duties, let's say for example ELAC, they have a certain number of duties that they have to assume throughout the school year.

If we're reviewing a district in the middle of the year, they obviously haven't had a chance to complete all those requirements, so we will go back a year, and see what they did in the prior year to make sure that they are completing their legal requirements.

So, we do go back at least a year if we have to.

>> And I think I would concur for title I, we generally look back one year in the situation that she's mentioned.

We'll look at the current year if it's too early in the [INDISTINCT].

>> I'd like to add for--

>> Please.

>> For title IV and IIB, we might go back up to three years.

It'll definitely be more than one.

>> Our understanding is that we need to send in documentation prior to our review in January.

Is that true?

And when are the items due to CDE?

So, they want to know if the documentation needs to be sent in earlier for their review in January.

Who do I turn that to?

>> I can take that, Steve.

>> Thank you Patrick.

>> So for each LEA participating in CPM review in Cycle C, you would need to turn in your documentation in time for the--what we call the team planning meeting that takes place prior to the actual review.

This enables the members of the CPM review team to review documentations that the LEA has prepared and submitted for the CPM review in advance of the actual onsite visit, so that the CPM review team can acknowledge in some cases that the documentation is sufficient to satisfy certain program instrument items.

And also to enhance the teams ability to request additional information that will facilitate the onsite on review visit when the team visits the LEA.

>> That you Patrick.

>> I should also add, Steve, that for--

>> Please.

>> For LEAs who are in the CPM online pilot project, of course, they're a special case.

They're our CPM online pilots.

This would be CPM regions IV and X.

And they should contact--if they have any questions about document submission, they should contact the CPM regional team leaders for regions IV and X, that would be Geeta Rezvani for Region X and Ted Hawthorne for Region IV.