

**Public Education Agency (PEA) Improvement Plan
Corrective Action Plan (CAP) Closeout within One Year**

Respond to all of the following items:

1. *Issues*

- a. When you have discovered areas of noncompliance in your PEA, what steps do you take to ensure that noncompliance is corrected without delay?
- b. Identify any internal barriers to the timely correction of noncompliance.

2. *Personnel*

- a. What level of knowledge does your PEA staff have with regard to special education requirements?
- b. Describe the professional development opportunities offered within your PEA related to compliance with special education requirements.
- c. Describe the number and types of trainings, conferences, and course work in which staff has participated outside your PEA.

3. *Summary*

Document your conclusions related to the above analysis.

4. *Technical Assistance*

Describe any supports or technical assistance you have used to help you address the identified issues.