



Exceptional Student Services

Memorandum

To: Special Education Directors
From: Program Support and Monitoring Unit
Date: May 31, 2022
Re: Release of Updated Program Support and Monitoring (PSM) Guide Steps

Each year, ADE/ESS reviews and revises, as needed, the Program Support and Monitoring (PSM) Guide Steps, which are used during the PSM programmatic monitoring activities. Revisions are generally made to adjust for updates in federal and state requirements and/or interpretations as well as case law, including state due process hearing decisions. Revisions are also made based on feedback from the field, where clarifications may be needed. Below are highlights of some areas where revisions were made this year. Public education agencies (PEAs) are encouraged to review the entire document for all programmatic compliance requirements to ensure that PEA policies and practices are properly aligned.

- IA1: Added areas to be compliant with federal requirements
- IA3: Added areas to be compliant with federal requirements
- IIA4: Added clarification and resources specifically about language learners and eligibility categories
- IIIA3: Added clarification about alternate assessment required forms

It is important to remember the guide steps are a technical assistance document created to aid PEAs in understanding the requirements specific to programmatic monitoring. Legal compliance as it relates to a state complaint or due process may be more extensive. Examples included are intended to provide additional clarification and understanding on how to apply a compliance lens to a student's evaluation or IEP. These examples should not be taken directly and added to a unique student's IEP or evaluation. Each student is unique and has his/her own set of circumstances that need to be addressed through his/her individual evaluation and IEP. We hope these guide steps, and the examples, do assist PEAs in reviewing created student documents for compliance purposes and to assist in review of systemic programmatic needs within the PEA.