

**DEPARTMENT OF DEVELOPMENTAL SERVICES**

1600 NINTH STREET, Room 320, MS 3-9  
SACRAMENTO, CA 95814  
TDD 654-2054 (For the Hearing Impaired)  
(916) 654-1958



August 14, 2013

U.S. Department of Education  
ATTN: Melody Musgrove, Ed. D., Director  
Office of Special Education Programs  
400 Maryland Avenue, S.W.  
Washington, D.C. 20202-2600

Dear Director Musgrove:

This letter is in response to the U.S. Department of Education's determination that California "needs intervention" in implementing the requirements of Part C of the Individuals with Disabilities Education Act (IDEA) based on information in the Annual Performance Report (APR). As a result, California has been required to submit a Corrective Action Plan (CAP).

The Department of Developmental Services (DDS), in collaboration with the California Department of Education (CDE), has developed the enclosed CAP including an outline of actions DDS and CDE will take to ensure the necessary APR data is included to be compliant by February 1, 2014.

If you have any questions, please contact California's Part C Coordinator, Don Braeger at (916) 654-3681.

Sincerely,

A handwritten signature in black ink that reads "Nancy Bargmann".

NANCY BARGMANN

Deputy Director  
Community Services Division

cc: Rhonda Spence, Office of Special Education Programs (OSEP)  
Larry Ringer, OSEP, Associate Division Director

**"Building Partnerships, Supporting Choices"**

# CALIFORNIA'S EARLY START CORRECTIVE ACTION PLAN

## Introduction

The following Corrective Action Plan (CAP) was developed collaboratively by the Department of Developmental Services (DDS) and the California Department of Education (CDE) in response to enforcement action taken by the Office of Special Education Programs (OSEP). California received a determination of "needs intervention" in implementing requirements under the Individuals with Disabilities Education Act (IDEA), Part C. OSEP found California to be non-compliant in its failure to submit valid and reliable data for Indicator 8 on transition in the FFY 2011 Annual Performance Report (APR). This non-compliance must be cleared by February 1, 2014.

## Methods of Data Collection

CDE will collect transition data on infants and toddlers served only by CDE who are eligible for Early Start services. Data for FFY 2012-13 will be collected through a self-assessment survey of a sample of Local Educational Agencies (LEA). The sample of LEAs will include a geographic representation of California and selection based on the inclusion of rural, urban and suburban communities. The self-assessment survey will be developed collaboratively by DDS and CDE.

## Technical Assistance

Technical assistance on implementation of the CAP will include consulting and requesting guidance from the OSEP state representative, Western Regional Resource Center, Early Childhood Technical Assistance Center, and the Center for IDEA Early Childhood Data Systems Center (DaSy) in the following areas:

- Examples of other state's self-assessment tools
- Consultation on California's transition self-assessment survey tool
- Review of draft transition self-assessment survey

In addition, DDS and/or CDE will attend the following training and technical assistance events:

- 2013 IDEA Leadership Conference in Washington, D.C. on July 29-31, 2013
- DaSy Conference - Improving Data, Improving Outcomes on September 15-17, 2013 in Washington, D.C.
- Division for Early Childhood Conference on October 16-18, 2013, in San Francisco, CA

## CAP ACTION STEPS AND TIMELINES

Action Steps	Timelines
Self-assessment transition survey development	7/16 - 8/9/2013
DDS and CDE working meetings on draft CAP	7/16 & 7/23
Submit CAP to OSEP	8/15
Select sample of LEAs and notify each LEA	8/29
Access technical assistance	8/30
Finalize data collection tool	9/5
Notify LEAs about the electronic transition self-assessment survey and "Save the Date" for an instructional webinar	9/6
Conduct instructional webinar on collecting valid and reliable self-assessment data on transition	9/10
LEAs complete data collection	9/30
DDS submits CAP Progress Report to OSEP	10/15
CDE analyzes data and completes summary for submission to DDS	10/29
CDE submits data for APR to DDS	11/29
DDS submits final 2012 APR to OSEP as evidence of clearance of findings and final CAP Report	2/1/2014