

District Dates to Remember for FY24/25 DMR and Compliance Monitoring			
Date	Task	Required	Explanation
2024			
November 8	November Data Packet Training	All Districts	Determination Overview (discuss determinations and expectations) November Data Packet
November 15	Annual Determination Reports	All Districts	Review Annual Data Packet emailed to district.
November 19 9-11 am	Required Training for DMR Level 1 & 2	If the district is a DMR Level 1 or 2, this training is required.	Review the district determination report. If the district is placed on DMR Level 1 or 2, this training is required. The district must complete all compliance indicators (4, 9, 10, 11, 12 & 13) not meeting target and all result-based indicators (1 & 2, 3, 7 & Fiscal). webinar
November 19 1-3 pm	Required Training for DMR Level 3 & 4	If the district is a DMR Level 3 or DMR Level 4, this training is required.	Review the district determination report. If the district is placed on DMR Level 3 or DMR Level 4, this training is required. The district must complete all compliance indicators (4, 9, 10, 11, 12&13) not meeting target and all result-based indicators (1&2, 3, 7 & Fiscal). webinar
November 21	Exception letters are sent.	Superintendent and Special Education Director are notified if an exception applies.	Additional activities are required if the district is found to be noncompliant and/or not met state target in the same focus area/indicator across three consecutive years. Activities are developed depending on the number of consecutive years with growth measures built in. Refer to the General Supervision System for additional information.
December 3	Required training for districts notified of an exception for compliance indicators and/or focus indicators.	If the district is notified of an exception, this training is required.	If a district received notification identifying an exception, this training is required.
December 6	LEA Student File Monitoring Opens	Student file monitoring is required if the district is a DMR Level 3 or 4.	If the district is placed on DMR level 3 or 4, student file monitoring is a requirement. The LEA must begin reviews in EdPlan. All reviews must be submitted by January 12 th .
December 5 & 6	Data Retreat #1 Attendance is required at one of the two-day retreats (must attend both days).	DMR Level 3 or 4 districts are required to attend both days.	Participation at one of the two-day retreats is required for all DMR Level 3 or 4 Districts. registration
December 12 & 13	Data Retreat #2 Attendance is required at one of the two-day retreats (must attend both days).	DMR level 3 or 4 districts are required to attend both days.	Participation at one of the two-day retreats is required for all DMR Level 3 and DMR Level 4 Districts. registration

December 17	Compliance Open Door #1 via Teams (3:30 – 4:30) (Optional)	Districts with a DMR Level 3 or 4.	Topics: Toolkits, Rubric, Flowchart, Q&A
December 31	Indicator 4, 9, &10 toolkits due in EdPlan with Board approved Policies uploaded	If the district has three asterisks for indicators 4, 9, and/or 10, it is required to address these indicators.	If indicator 4, 9, and/or 10 have three asterisks (***), you are required to complete each toolkit in EdPlan and upload district board approved policies to the LEA Document Library Compliance tab in EdPlan.
December 31	Submit Caseload Exception Documentation	All districts should review. Caseload documentation is required if the district is a DMR Level 3 or 4.	Review each teacher’s current caseload and submit exception requests for each teacher over 1.0 https://sde.ok.gov/caseload-class-size . If there are no exceptions, DMR Level 3 & 4 must submit documentation of this on district letterhead with signature from Spec Ed Director and/or Superintendent.
December 31	Budget Project 615 funds	If the district is notified of an exception, this is a requirement.	If the district is notified of an exception, project 615 funds must be budgeted and aligned to the improvement plan.
2025			
January-March	Compliance Monitoring Meetings are held via Teams or On-site	This is a requirement for DMR Level 3 or 4 districts.	The monitoring coordinator will send the scheduled date, time, and expectations for the monitoring meeting.
January 12	Indicator toolkits (1 & 2, 3, 7, 11, 12, 13, and/or Fiscal) are due in EdPlan	This is required if a district did not meet target for indicators 1 & 2, 3, 7, 11, 12, 13, and/or Fiscal.	Refer to the cover letter of the November reports to determine the compliance and focus area indicators (1&2, 3, 7, 11, 12, 13 and/or Fiscal). Complete each indicator toolkit in EdPlan.
January 12	Student File Reviews in Edplan (Submitted to SDE for Review)	Required for DMR Level 3 or 4 districts.	Additional information regarding Student File Monitoring will be provided at the Data Retreat. All district level review of student file monitoring must be completed.
January 21	Compliance Open Door #2 via Teams (3:30 – 4:30) (Optional)	Districts with a DMR Level 3 or 4.	Topics: Report Out, Compliance Meetings, Q&A
2025			
February 3-7	Meeting required for districts with an indicator or focus area exception	Required for districts notified of an exception.	OSDE will meet with districts for improvement plan discussion and use of project 615 funds.
February 3-7	Data Retreat District Report Out Sessions (9:00 – 12:00) or (1:00 – 4:00)	If a district is a DMR Level 3 or 4.	Each district is assigned a report out session. All other sessions are optional. The Monitoring Coordinator will send assignments via email.
February 10-14	Data Retreat District Report Out Sessions	If a district is a DMR Level 3 or 4.	Each district is assigned to a report out session. All other sessions are optional. The Monitoring Coordinator will send assignments via email.

	(9:00 – 12:00) or (1:00 – 4:00)		
February 18	Compliance Open Door #3 via Teams (3:30-4:30) (Optional)	Districts with a DMR Level 3 or 4	Topics: Student File Corrections, Progress Reviews, Q&A
March-April	Prong I - Student file corrections and professional development	Districts with a DMR Level 3 or 4	A report will be sent detailing all required corrections and activities. The completion date will be in the report.
March 18	Compliance Open Door #4 via Teams (3:30 – 4:30) (Optional)	Districts with a DMR Level 3 or 4	Topics: Progress Reviews, Professional Development, Next Steps, Prong II, Q&A
March 31	First Progress Review due	Any district required to address indicators 1 & 2, 3, 4, 7, 9, 10, 11, 12, 13, and/or Fiscal	Required if the district is addressing an indicator not meeting target. Review improvement plan progress and submit progress on data/other relevant information and submit progress on the toolkit via EdPlan.
March 31	Submit Documentation of Parent Invitation and Board Agenda	Required for Tier 3 Exception Districts only	This is a requirement if the district is in Tier 3 of the exception. Upload documents to the LEA Document Library Compliance tab in EdPlan.
May 31	Prong II for Indicators 11, 12, and/or 13	Required if target was not met for indicators 11, 12, and/or 13	If the district is noncompliant for indicators 11, 12, and/or 13, OSDE- SES will conduct a systemic compliance review.
May 31	Final Progress Review due	Any district required to address indicators 1 & 2, 3, 7, 11, 12, 13, and/or Fiscal	Required if the district is addressing an indicator not meeting target. Conduct a second review of the improvement plan progress. Refer to the toolkit located in EdPlan.
May 31	Professional Development (summarized agenda & sign-in sheet) due	Any district required to address indicators 1 & 2, 3, 4, 7, 9, 10, 11, 12, 13, and/or Fiscal	If the district is addressing an indicator not meeting target, professional development is required. Upload a summarized agenda and sign-in sheet to the LEA Document Library Compliance tab in EdPlan.
June 30	Submit Project 615 Fund Claims	Districts notified of an indicator exception	If a district is notified of an exception, project 615 funds must have an expenditure claim submitted in the Grants Management System by 6/30.
2025			
8/25-9/6	Prong II Training for FY25	Districts with a DMR level 3 or 4	Required for Districts with a DMR 3 & 4 determination. OSDE-SES will conduct a systemic compliance review of student files.
October 1	Prong II students selected by OSDE for systemic compliance review for FY25	Districts with a DMR level 3 or 4	OSDE will select student files to be reviewed for systemic compliance and upload for review by October 1 st .
October 15	Prong II student review for systemic compliance completed and submitted by LEA for FY25	Districts with a DMR level 3 or 4	LEA must have student files reviewed and corrected for systemic compliance and upload for review by October 15 th .

***These dates are estimated. Your Monitoring Coordinator will send notification once the dates have been set.**