

2024-2025

Monitoring Timeline

Communities Without Schools (CWS)

ITEM	DATE	✓
Letter of Notification and Instruction mailed to CWS	Sent late May 2024	
Items sent by Community without schools (CWS): <ul style="list-style-type: none"> • Accuracy Document • IEP Fund Authorization Letters • Child Find Policy • Referral Policy • List of students (if any) and attending district Send to monitoring.doe@maine.gov	Due by January 31, 2025	
Request for Records mailed to attending SAU	Sent by January 2, 2025	
Email follow up to both CWS and attending SAU	Sent by January 15, 2025	
File Review (items sent by attending SAU): <ul style="list-style-type: none"> • Current IEP • Advance Written Notice (AWN) from last annual • Written Notice (WN) from last annual Send to monitoring.doe@maine.gov	Due by March 1, 2025	
Summary of Findings: <ul style="list-style-type: none"> • Summary of all % of compliance for file review 	Sent on March 30, 2025	
Corrective Action Plan	Issued on March 30, 2025	
Corrective Action Plan	Due by January 31, 2026	