



Targeted Monitoring – 2025 Monitoring Year 2023 and 2024 CIM Cohorts

CIM Step 4–Implementation and Monitoring: Progress Reporting and Monitoring (required)

Description

The Progress Monitoring and Reporting activity applies to every LEA implementing a CIM Plan. The LEA will monitor its CIM Plan implementation, collect and review data to evaluate progress toward Expected Measurable Outcomes, and consider the potential need for CIM Plan revisions. In addition, all Targeted Level 2 and 3 LEAs must submit semi-annual Progress Reports.

LEA Required Tasks – Progress Monitoring Component

Targeted Level 1, 2, and 3 LEAs

- Continuously collect statistical data and other information from which the CIM Team, at no less than semi-annual intervals from the commencement of Step 4, consider the questions/prompts listed below.

[Note: these questions and prompts appear on the Progress Report form.]

- How, if at all, have students with disabilities been impacted by the High Leverage Strategies and supporting activities listed in the CIM Plan?
- What are your most significant accomplishments or discoveries during this reporting period?
- Briefly describe any significant challenges and, if applicable, describe how the CIM team worked through those challenges.
- Does the LEA need any additional supports to continue progress on the CIM Plan?
- What input, if any, has the LEA received from educational partners, including families/parents of students with disabilities, that indicates whether the CIM Plan is positively affecting student programs and/or outcomes?

- Is your LEA's CIM-process data showing improved student outcomes? Explain.
- Has the CIM Team **formally amended** the CIM Plan to address any challenges?
- Is there a need for a plan amendment? (If yes, contact your Targeted Consultant.)
- For each High Leverage Strategy listed on the CIM Plan:
 - Describe new data collected regarding the Expected Measurable Outcomes listed on the CIM Plan, including data collected since the development of the CIM Plan or during the most recent six-month period.
 - Does your comparison of new data to the baseline data for each Expected Measurable Outcome show progress toward that Expected Measurable Outcome? Explain what your team concluded from the data comparison.
 - For each supporting activity listed in the CIM Plan for this particular High Leverage Strategy, what is the status of the activity? What are your next steps with the activity? Are adjustments needed? Explain.
 - Based on your data, are any adjustments needed to your High Leverage Strategy and/or its Expected Measurable Outcomes and supporting activities? If yes, explain.
- Retain the above information for the duration of the CIM Plan.

As mentioned earlier, the questions and prompts on the Progress Report form mirror the questions and prompts stated above. Targeted Level 2 and 3 LEAs will use their responses to complete the Progress Report.

The CIM process does not specifically require Targeted Level 1 LEAs to submit Progress Reports. However, the SELPA could require its Targeted Level 1 LEAs to submit Progress Reports. In addition, Targeted Level 1 LEAs that later transition to either Targeted Level 2, Targeted Level 3, or Intensive monitoring **must** submit Progress Reports. Accordingly, each Targeted Level 1 LEA must retain the information collected during the Progress Monitoring component of this Step 4 activity.

LEA Required Tasks – Progress Reporting Component

Targeted Level 1, 2, and 3 LEAs

- Submit a semi-annual Progress Report on the mandatory 2025 Progress Report form (available for viewing at caltan.info/monitoring).

As the due dates approach, the Targeted Consultant will prefill the “LEA Identifying Information” section on the 2025 Progress Report form and email the prefilled form either directly to the Targeted Level 3 LEA, or to the SELPA for distribution to the

Targeted Level 2 LEA.

If the 2025 ADL identified the LEA as Targeted Level 1, the SELPA will determine whether the LEA must submit **Progress Reports**.

Submission Information – Due Dates and Recipients

As stated above, the prefilled “LEA Identifying Information” section on the Progress Report form will identify the proper due date, recipient, and email address for the completed Progress Report. ***The content appearing below is solely for informational purposes. The LEA will not need to apply that content to determine the proper due dates and recipients, as that information will be prefilled on the form.***

The Progress Report form lists the due dates, which vary according to the LEA’s monitoring tier. LEAs identified as Targeted in the 2025 ADL must submit their Progress Reports semi-annually by the designated due dates. (LEAs identified as Intensive in the 2025 ADL must submit their Progress Reports quarterly by the designated due dates.)

Similarly, the report recipient will vary in accordance with an LEA’s monitoring tier and level, and in accordance with whether the LEA has transitioned to a different monitoring tier or level during the three-year CIM process. Commencing with Progress Reports for the period ending March 31, 2025, the due dates and submission recipients for 2025 Progress Reports are consistent with the following:

- If the 2025 ADL identifies the LEA for the Targeted Monitoring tier, the Progress Reports are due semiannually on **July 10, 2025**, and **January 10, 2026**.
- If the 2025 ADL identifies the LEA for the Intensive Monitoring tier, the Progress reports are due quarterly on **April 10, July 10, October 10, 2025**, and **January 10, 2026**.
- In general, the LEA will submit its 2025 Progress Reports to the same entity that received and approved the LEA’s 2024 CIM Plan or 2024 progress reports [i.e., the SELPA or the Targeted or Intensive Consultant assigned by SELPA Region].

Exceptions apply to LEAs moving to higher or lower levels within the Targeted Monitoring tier:

- LEAs transitioning from Targeted Level 3 to Targeted Level 2 will submit their semi-annual Progress Report to the SELPA.
- LEAs transitioning from Targeted Level 2 or 3 to Targeted Level 1 will check with the SELPA for Progress Report requirements, if any.
- LEAs transitioning from Targeted Level 1 to Targeted Level 2 must submit their semi-annual Progress Report to the SELPA.
- LEAs transitioning from Targeted Level 1 or 2 to Targeted Level 3 submit their

semi-annual Progress Report to the current Targeted Consultant assigned by Region, with a copy to TargetedMonitoring@cde.ca.gov.

Exceptions may also apply to LEAs transitioning from Targeted or Intensive to Smalls in the 2025 ADL. Those LEAs will find instructions on the prefilled LEA Identification section of the Progress Report form emailed by the assigned Targeted Consultant.