

FY27 Planning for IEP Monitoring

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IEP Compliance Team | Federal Programs & Oversight

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Agenda

- FY27 IEP Monitoring Overview
- IEP Monitoring Protocol
- IEP Monitoring Tips
- Roles and Responsibilities
- Indicator Responses
- Submitting the Cohort



FY27 IEP Monitoring Process

Overview

Process Overview

- FY27 41 LEAs will be monitored.
- Every LEA will have 15 files monitored.
- A notification email will be sent to the IDEA Director shown in ePlan contacts when the cohorts go “live.”



Response Window One Timeline



LEAs will receive notifications the cohort is live



LEAs will have 10 business days to upload documents and provide LEA Monitor and LEA Administrator indicator responses



SEA Monitors and SEA Administrators will review LEA submission



IEP Monitoring reports will be released



LEAs have 20 days to complete required training and corrective actions.



IEP Monitoring Protocol

FY27 IEP Monitoring Protocol, Part 1

- FY27 IEP Monitoring Protocol is now available:
 - TN PULSE>Resource Library>TDOE IEP Monitoring Tools
 - ePlan>TDOE Resources > FPO Monitoring > IEP Monitoring > FY27 IEP Monitoring Protocol

FY27 IEP Monitoring Protocol, Part 2

- LEAs must upload all documentation identified within the protocol into the TN PULSE platform.
- Documents that are blank will be considered noncompliant.
- Documents missing signatures will be considered noncompliant.
- Response criteria section provides an explanation for each indicator.

FY27 IEP Monitoring Protocol, Part 3

Domains and Indicators:

- **Initial Evaluation:** 17 indicators
- **Reevaluation:** 15 indicators
- **IEP:** 26 indicators
- **Secondary Transition (begins at age 14):** 7 indicators

***Each indicator is evaluated on its own merits**

FY27 IEP Monitoring Protocol, Part 4

New Indicators:

- **Indicator 24:** Special Factors: Behavior Supports 34 C.F.R. § 300.324(a)(2)(i) [TN SBE Rule 0520-01-09-.24](#)
- **Indicator 32:** Service Times [34 C.F.R. § 300.320\(a\)\(7\)](#)
[TN SBE Rule 0520-01-09-.05\(2\)\(b\)](#)
- **Indicator 33:** Qualified Provider Review:
[34 C.F.R. § 300.156](#)
[34 C.F.R. 300.320\(a\)\(7\)](#)
[TN SBE Policy 5.502](#)

Indicator 24: Special Factors: Behavior Supports

When Required:

- If a student demonstrates a pattern of behavior that:
Impedes the student's or others' learning, or poses a risk of harm or injury to self or others

Required Documentation:

- Current IEP
- Signed Consent for FBA
- OR FBA / BIP / Prior Written Notice (PWN)



Indicator 32: Service Times

Service times must specify:

- Frequency
- Duration
- Location

Required Documentation

- Current IEP
- Student schedule (minimum one week)

Indicator 33: Qualified Provider Review

- **Requirement:**
 - Is active/current
 - Meets IDEA and state requirements
 - Aligns with the student schedule
 - Matches the service location documented in the IEP
- **Required Documentation:**
 - Current IEP
 - Teacher schedule
 - Current teacher license

Five Minute Stretch Break

IEP Monitoring Tips

Tips for IEP Monitoring Process



Double check to make sure each indicator has a response.



Upload only the document applicable to that indicator.



Be as accurate as possible with responses based on evidence the LEA monitor provided in the platform.



If the platform **does not** match the student file, contact the Director of IDEA Compliance (Jerri Beth Nave) before beginning the monitoring process.



As the designated LEA Admin ensure that you are clicking on and viewing each uploaded document before submitting for SEA review.



The Stranger Test

When reviewing student documents, remember:

- The student documentation is viewed through the lens of a “stranger.”
- Compliance decision-making is based on each required document and the information contained within that document individually and not cumulatively.
- No inference can be made from the information, and no prior knowledge of the student or circumstances is available.

Roles and Responsibilities: Accessing the IEP Monitoring Platform

Accessing the Platform

To access the IEP Monitoring Platform, first log in to TN PULSE.



To access IEP Monitoring, select Admin/School System tab, then Compliance Monitoring from the dropdown menu.

Accessing the IEP Monitoring Platform

- The list of students who have been randomly selected for the monitoring cohort assigned to the LEA monitor appears. To start the monitoring for a student, select Details (pencil icon).

Monitoring Cohort ●

Monitor Cycle
2023-2024 - Period

Monitor Protocol
Standard

Status	Replace	Student	State ID	Assigned Monitor	SEA Findings	LEA Findings	Submit	Return	Details
Director in Process		Jack Test	8693759	Teacher Test	▼ 0 / 37	2 / 35	☐	☐	
Director in Process	☒	Luther Test	00937452	Teacher Test	▼ 0 / 39	0 / 39	☐	☒	
Not Started		Rose Test	39378409	Teacher Test	▼ 0 / 37	0 / 37	☐	☐	
		Total Findings			0 / 113	2 / 111			

REQUEST REPLACEMENT

REQUEST EXTENSION

UPDATE MONITORS

SUBMIT

Roles and Responsibilities: Replacing a Student

LEA Administrator: Replacing a Student, Part 1



- A student must be shown to be inactive and/or ineligible before a replacement can be requested.
- Once this status is confirmed, a checkbox to request a replacement will be available.



LEA Administrator: Replacing a Student, Part 2

- Once a student in the cohort is replaced, the LEA Administrator must assign an LEA Monitor before the details pencil will reappear.

Note: If the areas showing for a student in the cohort do not match what the LEA expects (initial evaluation vs. reevaluation) OR the student is an out of state transfer please contact Jerri.Nave@tn.gov for assistance before beginning the review/upload process.



Roles and Responsibilities Assigning LEA Monitors

Assigning LEA Monitors to Students

- The IDEA Director is responsible for assigning a monitor for each student. Each student must have a monitor assigned before a pencil icon is available to view the IEP Monitoring Protocol.

Assigning LEA Monitors

- Once LEA Monitors user roles are assigned, the names will appear in the dropdown list. Choose the LEA Monitor name to assign and click "UPDATE MONITORS".

Monitoring Cohort ●

District Summary

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Monitor Cycle

2026-2027 - Wave 1.1

Monitor Protocol

Protocol A

Status	Student	State ID Number	SEA Findings	LEA Findings	Submit	Return
	Merelin Zoe Rayon Cedillo	3957200	0 / 44	0 / 44	☐	☐
Total Findings			0 / 44	0 / 44		

Jeff Townsley

Alexandria Standridge

Bethany Thomas

Mary Beth White

Leslie Long

Alejandra Bowman

Christopher Perkins

Jill Smith

Robinson Mercer

Jeff Townsley

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Roles and Responsibilities: Replacing a Student

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REQUEST REPLACEMENT

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Replacing a Student, Part 2

- Once a student in the cohort is replaced, the LEA Administrator must assign an LEA Monitor before the details pencil will reappear.



Roles and Responsibilities: Requesting an Extension

Requesting an Extension, Part 1

Monitor Cycle

2026-2027 - Wave 3.1

Monitor Protocol

Protocol A

REQUEST EXTENSION

UPDATE MONITORS

SUBMIT

Requesting an Extension, Part 2

Request Timeline Extension

The LEA Allowable Time for Review has ended. You may request an extension to submit by completed the Extension Justification below. You will receive notification when the SEA IDEA Director has reviewed your request.

Extension Justification:

One of the assigned monitors has taken an unexpected leave of absence. We are in process of reassigning duties.

SUBMIT REQUEST



Activity

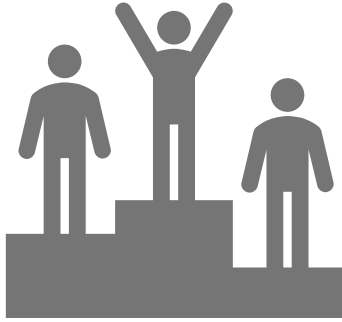
Pulse Check



Activity, Part 1

- What is the LEA confident about?
- What is LEA unsure about?

Activity, Part 2



One quick win?



One long-term gain?

Indicator Responses: LEA Monitor

LEA Monitor: Indicator Responses

- The LEA Monitor must upload all required documents for each section.
- The LEA Monitor must respond to each indicator based on the information in each required document.
- If the response is “yes” (compliant) no additional comments are required.
- If the response is “no” (noncompliant) the LEA is required to add a comment.
- Internal comments are viewable only to the LEA Monitor and LEA Administrator.

Providing Require Documents

▼ Area: IEP

Additional Required Documents

Documents	Document Link	Upload Document	Link Existing Document	Delete Document
Invitation to Meeting	Invitation to Meeting (inactive)			
Current IEP (annual or addendum)	IEP (inactive)			
Current IEP signature pages (includes parental consent)				
Previous IEP (first page only)				
Tennessee Alt Assessment documentation (with signature)				
Homebound Placement Review (if applicable)				
Prior Written Notice for IEP				
Progress Report (Most Recent)				
10 day waiver (if applicable)				
Other Documentation (If Applicable)				

Note: Ensure that all linked or uploaded documents are finalized and signed if appropriate.

Indicator Responses: LEA Administrator

LEA Administrator: Indicator Responses, Part 1

- The LEA Administrator must review all provided required documents for each section.
- The LEA Administrator must respond to each indicator based on the information in each required document and the LEA Monitor response.
- The LEA Administrator must respond either “agree” or “disagree” to the LEA Monitor response.

LEA Administrator: Indicator Responses, Part 2

- If the LEA Administrator disagrees with the LEA Monitor response, the student can be returned to the LEA Monitor for revision.
- The LEA Administrator can also change the LEA Monitor Response rather than marking “disagree” if not returning the file for revision.
- Internal comments are viewable only to the LEA Monitor and LEA Administrator.

Submitting the Cohort

LEA Submission and Timeline

- During the ***initial review phase*** once the cohort is released, the LEA has ten (**10**) business days to complete the review files, upload documents, respond to all indicators, and submit to the SEA.
- Review and upload are based on current documents at the time of cohort release during the initial review phase.
- IDEA Specialists will provide technical assistance throughout the review process to support the implementation of **newly** required documentation.
- For the initial review phase, extensions must be requested through the IEP monitoring platform in PULSE in writing. The LEA Administrator will receive a confirmation email once approved.



LEA Submitting the Cohort

- The **LEA Administrator** must submit the cohort to the SEA as a group; individual students cannot be submitted.
- Once the cohort is submitted to the SEA for review, no changes can be made.



Resources

- FPO Monitoring Office Hours

- IEP Monitoring Hours: Mondays 11-12 CT (12-1 ET)

[Join the meeting](#)

Meeting ID: 249 204 147 032 695

Passcode: 8go3x4R7

- **FY27 IEP Monitoring Protocol**

- ***TN PULSE** > Resource Library > TDOE IEP Monitoring Tool*
 - ***ePlan** > TDOE Resources > Monitoring > 2026-27 > FY27 IEP Monitoring*

Contacts

- **Jerri Beth Nave** | Director of IDEA Compliance Projects
Jerri.Nave@tn.gov
(423) 353-5200
- **Stan Cook** | IEP Monitoring Specialist
Stanley.Cook@tn.gov
(615) 772-3252
- **LaTrese Watson** | IEP Monitoring Specialist
LaTrese.Watson@tn.gov
(615) 486-8022



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