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April 28, 2015

Mr. Terry L. Huddelston, Superintendent  
Columbia County School District  
372 West Duval Street  
Lake City, Florida 32055

Dear Superintendent Huddelston:

This letter is to inform you of findings of noncompliance related to Columbia County School District's 2014-15 exceptional student education self-assessment monitoring process, including validation by bureau staff and reassessment by the district. Records were reviewed for Evaluation, Development, Implementation and Secondary Transition. Findings of noncompliance were identified for one area. Two prongs of corrective action are required: student-specific correction and demonstration of 100 percent compliance. Your district has completed the first prong (the required student-specific correction).

Demonstration of 100 percent compliance (the second prong of correction) must be provided to the bureau no later than January 8, 2016. In order to assist the district to reach 100 percent compliance on all of the targeted standards, a corrective action plan (CAP) must be developed to address the root cause(s) of the noncompliance. This CAP is required to be submitted via the General Supervision Website and must include, at a minimum, (1) a description of activities to be implemented, (2) the resources to be accessed or allocated to implement the plan, and (3) assessment on the targeted standards. This assessment is to be conducted on a sample of records on a monthly basis until 100 percent compliance is achieved. If the second prong of correction is not completed by January 8, 2016, the district's local educational agency (LEA) determination could be affected.

In addition to the self-assessment referenced above, a Matrix of Services review was required. The Columbia County School District was required to review five matrices for students reported at the 254 or 255 cost factors for weighted funding through the Florida Education Finance Program. A cost factor discrepancy was found in one of those records. Verification of correction was submitted by your school district.

Mary Jane Tappen  
Executive Vice Chancellor, K-12 Schools

Superintendent Huddelston  
April 28, 2015  
Page Two

The following is a summary of the school district's timely correction of student-specific findings of noncompliance.

**Noncompliance by Student**

	<b>Number of Items</b>	<b>Percentage</b>
Total Items Assessed	204	--
Noncompliant	4	2%
Timely Corrected	4	100%

Results of districts' self-assessments may be used to inform general supervision activities, including the selection of districts for on-site monitoring and the LEA determinations required under section 300.603, Title 34, Code of Federal Regulations.

We understand that the implementation of this self-assessment requires a significant commitment of resources and we appreciate the time and attention your staff has devoted to the process thus far. If you have questions regarding this process, please contact your district liaison for monitoring or Patricia Howell, program director, at 850-245-0475 or via email at [patricia.howell@fldoe.org](mailto:patricia.howell@fldoe.org).

Sincerely,

Mary Jane Tappen

MJT/mvt

cc: Robin Talley  
Hershel Lyons  
Monica Verra-Tirado  
Cathy Bishop  
Patricia Howell  
Derek Hemenway