CSD Revision #2 of Implementation Year (IY) Checklist

PEC Work Session, August 18, 2022

Revision 1: Format changes only, PEC approved July 21, 2022

Revision 2: Content edits

- Items moved to different submission date, e.g.
    - homeless policy to March along with other special populations policies
    - teacher nepotism/conflict of interest to pre-opening as some may not be hired earlier
- Addition of "draft" to policies in first submissions, as these will be revised/approved later in year
- Simplifying, clarifying, removing redundant language (see examples below)
- Not editing (so that content edits are clear and document is easy to read):
    - Some NMSA, NMAC, document references currently in column 1, others in column 2
    - These will be edited after PEC approves Revision 2, and presented in final Revision 3

Revision 3: Consistent placement of source information; final proofread (September work session)

Examples of IY Checklist Edits

Directions #8:

When an "Indicator" or "Documentation" names a statute, rule, or regulation, this is an indication that specific materials are required by statute, rule, or regulation. The school **must** address each element or provision that is required in the statute, rule, or regulation.

When an indicator or request for documentation references a statute, rule, or regulation, the school must address each element or provision that is required.

Review Process #4:

Should all elements be addressed and satisfied, CSD then reviews the documentation for completeness. CSD also considers implementation of the documentation to determine the feasibility of the documentation, and whether the described program is possible, consistent, and reasonable.

Should all elements be addressed and satisfied, CSD reviews the documentation for completeness, considering feasibility of implementation, i.e., whether the described program is possible, consistent, and reasonable.

3-1.5 #4:

Approval from PSFA regarding ownership/lease requirements OR identify outstanding items that must be completed before PSFA approval can be secured.

PSFA approval or identify items that must be completed before approval can be secured.