Timeline for FY2014 Perkins Compliance Review Process

Timeframe	Person(s) Responsible	Required Action
May-August	CTAE Director/Supervisor	Provide local professional learning opportunities by meeting with CTAE teachers and planning/preparing for visit to include self-study document completion
3 Weeks Before Visit	CTAE Director/Supervisor	Submit Self-Study to regional coordinator via email.
1 Week Before Visit	CTAE Division Staff	Email Self-Study to team members.
6-8 Weeks After Visit	CTAE Division Staff	Finalize and mail system Perkins Compliance Review Summary Report.
January-May	CTAE Director/Supervisor	Prepare/submit Plan of Improvement based on recommendations in Perkins Compliance Review Summary Report.
Ongoing	CTAE Division Staff	Monitor Plan of Improvement based on recommendations in Perkins Compliance Review Summary Report.