



GCED Targeted Services Fidelity Checklist (version 2.0)

Fidelity Markers	Evidence
There is a program description to be shared with parents, teachers, students, and other stakeholders.	
There is a written mission, vision, and outcomes.	
Mission, vision, and outcomes are communicated to stakeholders.	
Student identification process is in place.	
There is an intake form and includes Graduation Incentive criteria.	
A CLP is completed for each student.	
The completed CLP includes a written parent signature (per MDE requirement).	
There is continuity between what is stated in the CLP and what is happening in the classroom.	
CLPs are stored on site for at least 3 years.	
Curriculum/pedagogy for Targeted Services is different than for the traditional classroom.	
Student to teacher ratio is 15:1 or less.	
All teachers are appropriately licensed.	
Programming is year-round.	
Attendance policy is in place.	
Coordinators/teachers understand how revenue relates to attendance.	
Attendance reporting is timely and accurate.	
Proper finance procedures are being followed.	
Qualitative and quantitative program data is collected, summarized, and shared (including staff, student, and family feedback).	
Each program submits a properly completed application on a yearly-basis.	