

Administrative Memo

Date: November 2, 2020
To: School Administrators
From: Jocelyn Strand, coordinator, School Improvement
Subject: QS-20-012 – District Assurance Checklist

The Department of Elementary and Secondary Education (DESE) has created the District Assurance Checklist, which districts are required to complete each school year as part of federal law and State Board of Education regulations. The 2020-21 District Assurance Checklist is due December 31, 2020. Please remember that by completing this checklist, the district is assuring that it has or it will comply with the laws and regulations listed during the 2020-21 school year, even though several items on the checklist may not have occurred by the checklist due date.

The 2020-21 District Assurance Checklist and a reference copy can be found [here](#). A password is required to access the checklist; the password will be shared with district administrators in a follow-up email from DESE Communications. Once the checklist has been completed, the district will receive a confirmation email.

If you have questions, please contact your DESE [Area Supervisor](#) or our School Improvement section at 573-751-4104.