Public Education Agency (PEA) Improvement Plan
Valid and Timely Data
FFY 2011

Respond to all of the following items:

1. ***FFY 2012 Annual Data Collection***
   a. What is the due date for submission of the Annual Special Education Data Collection?

   b. What are your internal barriers to timely and accurate submission of the web-based Annual Special Education Data Collection?

2. ***October 1, 2011, Child Count Verification***
   a. What is the due date for submission of the October 1st Child Count Verification letter?

   b. What are your internal barriers to timely and accurate submission of the October 1st Child Count Verification letter?

3. ***October 1, 2011, Child Count Reconciliation***
   a. What is the due date for reconciliation of the October 1st child count?
   b. Describe in detail your current PEA process for gathering and submitting data related to student eligibility. This should include processes such as identifying the assigned roles, ascertaining the frequency of communication between responsible parties, establishing timelines for internal verification, noting the frequency of integrity checks, confirming the process through supervisory oversight, etc.
   c. Describe your SAIS interface program (student management system) used in your PEA. Explain any technical issues that have arisen.
   d. Describe in detail your current PEA process for reconciling information in SAIS with the submitted verification letter child count numbers.
   e. Identify any internal barriers to completing an accurate and timely reconciliation.

4. ***Summary***
   Document your conclusions related to the above analysis.

5. ***Technical Assistance***
   Describe any supports or technical assistance you have used to help address the identified issues.