

SPED Reports 101

What report should I use?

With all the ADE reports available, you may be asking yourself this often when working on ESS data management requirements. This document provides a description of the reports related to Special Education to help determine when to use them and where they are located.



AzEDS Portal

- SPED10** - SPED Data Verification Report - Verify raw data uploaded to AzEDS, **pre-integrity**. Updated: Up to 1 hour after your Student Information System syncs with AzEDS.
- SPED72** - SPED Participation Report filtered by DOA or DOR - View student's SPED need(s) and Least Restrictive Environment (LRE), **post-integrity**. Details if student is passing/failing SPED/Fed SPED Integrity. Updated: Daily after integrity processing.
- SPED73** - October 1 FED SPED Report filtered by DOA or DOR - Verify SPED students served on October 1 for Census. Students are categorized in three sections: Included in October 1 count, excluded due to failing FED SPED and/or Membership Integrity, and unknown error pool. Updated: Daily after integrity processing.
- SPED74** - The SPED Exit Report shows student exit data to determine valid exits for Annual Data Collection (ADC). Data within the report is by District of Residence only and displays students ages 13-22 based on Calculated Age for Exit. This report will outline each condition to be a valid exit for ADC and provide feedback for any condition not met. Updated: Daily after integrity processing.
- SPED99** - The Orphan Data Report shows SPED records reported to AzEDS that are not associated with an enrollment. This commonly occurs when enrollments are deleted and SPED data remains, typically resulting in concurrency errors. Updated: Daily after integrity processing.

*ADEConnect role needed to request access to these reports: **AzEDS Data Coordinator – SPED Reports.***

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- INTEG15** - Student Data Integrity Report - View students failing integrity, details error and message. To view SPED students, select Integrity Categories: SPED & Fed SPED. Updated: Daily (6PM - 9PM).

*ADEConnect role needed to request access to this report: ***Does not require secondary approval, access is immediate. AzEDS Data Coordinator - Base Reports.***

ESS October 1 Data Collection Application

SPED07 - Post-integrity report of SPED students served over October 1. Available after verification count due date and used for reconciliation. Updated: Daily after integrity processing.

*ADEConnect role needed to request access to this report: *Requires secondary approval from SPED Director.
ESS October 1 - LEA Signer or **ESS October 1 - LEA User**.*

How do I get access?

- You must have an ADEConnect account.
- Request access to the applications from your local **ADE Connect Entity Administrator**.
- Roles are detailed for each application, request appropriately.
- Some ESS application roles require secondary approval, access may not be immediate.
- LEA Signer roles are reserved for SPED Directors.
- Need help with ADEConnect? ADESupport@azed.gov
- Need help with ESS DM applications? ESSDataMgmt@azed.gov