



FY23 ESS Data Management Overview

Presented by: Adam Zogut




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Agenda

- ESS Data Management Homepage
- Student Information System (SIS) & Arizona Education Data Standards (AzEDS)
- ADEConnect Portal
- **Federal Reporting Requirements:**
 - October 1 Data Collection (ODC)
 - Discipline Data Collection (DDC)
 - Special Education Data Dashboard (SEDD) - **New!**
- AzEDS Portal
- Support & Resources



ESS Data Management Homepage


 **ARIZONA DEPARTMENT OF EDUCATION**

SY 2021-2022 Students & Families Educators Administrators Programs & Supports About ADE ADEConnect

Q

Home / Exceptional Student Services / Data Management

Data Management

 **ESS Operations**
Exceptional Student Services

The ESS Data Management team is responsible for the collection, review, validation, verification and analysis of Special Education Data in Arizona as required under Section 618 of the Individuals with Disabilities Education Act (IDEA).

Special Education Data Dashboard

AzEDS SPED Reporting

October 1 Data Collection

Discipline Data Collection

Data Management Toolkit

Data Management Alerts

▶ ESS Data Management

▶ Resources

▶ Training Opportunities

▶ Historical Data

Data Management Contact Information

For general questions, please contact:

[ESS Data Management Inbox](#)

Main Phone: (602) 542-3962

ESS Home ▾

ESS Updates

Schools

Parents & Families ▾

Conferences ▾

Public Info ▾

Quick Links

Assessment

Assistive Technology

AZ FIND/Child Find

AZ-TAS Documents

Data Management ▾

Dispute Resolution

Early Childhood Special Education

Secondary Transition

Private & Public Programs ▾

Contact

ESS Reception Desk

(602) 542-4013

ESSInbox@azed.gov

Public Comment



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ESS Data Management Toolkit

- Most used tools & resources
- All documents are subject to change
- Update as needed



ESS Data Management Toolkit (Cont'd)



ESS Data Management Toolkit

- General Information
 - [Introduction to ESS Data Management](#)
 - [FY22 Checklist](#)
 - FY22 Year-End Checklist - *Coming soon!*
 - [Important Dates](#)
 - [Data Reporting Updates](#)
 - [YouTube Channel Homepage](#)
- AzEDS
 - [Getting Started with SPED Integrity Troubleshooting](#)
 - [AzEDS SPED Codes](#)
 - [SPED Reports 101](#)
 - [SPED Integrity Rules Reference](#)
 - [Concurrent Need & Least Restrictive Environment \(LRE\) Code Eligibility Matrix](#)
 - [Concurrent PEA & LRE Code Eligibility Matrix](#)
 - [Concurrent Need Eligibility Matrix](#)
 - [SPED Exit Validation Matrix](#)
 - [Home-based vs. Homeschooled vs. Homebound Guidance Doc](#)
- October 1 Data Collection (ODC)
 - [ODC Manual](#)
 - [Personnel Blank Report Form](#)
- Special Education Data Dashboard (SEDD) formerly Annual Data Collection (ADC)
 - *Documents & Resources - Coming soon!*
- Discipline Data Collection (DDC)
 - [DDC Manual](#)
 - [XML Schema](#)
- Other Resources
 - [Glossary of Acronyms & Terms](#)
 - [Important Links](#)

Note: All documents in the ESS Data Management Toolkit are subject to change.
Please subscribe to our [ESS Data Management alerts](#) to stay informed of new and upcoming changes to SPED data reporting.



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FY23 Important Dates

OCTOBER 1 DATA COLLECTION (ODC)

- Count Date: October 1, 2021 (*Not a Due Date)
- Open Date: October 6, 2021
- **PHASE I: PERSONNEL & VERIFICATION COUNT**
 - **Verification Count, Personnel Data & Electronic Signature Due: November 17, 2021, by 5pm**
 - Verification count and/or personnel data can be submitted/modified anytime between October 6 - November 17, 2021
- **PHASE II: RECONCILIATION**
 - **Reconciliation Due: January 18, 2022, in AzEDS by 5pm**
 - The SPED07 report will be available November 22, 2021, and the report will update daily after AzEDS integrity processing runs, until the final reconciliation due date
 - Continue checking the SPED07 report on a regular basis during this time, **even if your PEA's counts reconcile early in the process**
 - The preliminary final SPED07 report will be based on the data in AzEDS at the time of the reconciliation due date
- **PHASE III: NON-RECONCILIATION**
 - **Open Date: April 13, 2022**
 - **Non-Reconciliation Due: May 25, 2022**
 - PEAs that do not reconcile will be required to complete this phase and ADEConnect users will be notified via email
 - **TIPS TO AVOID PHASE III**
 - Start Early
 - Check Reports Regularly
 - Utilize [ESS DM ODC Resources](#)
 - Solve Integrity Errors Quickly

DATA SURVEYS

- **IDEA STATEMENT OF ASSURANCES**

**All PEAs need to submit a Statement of Assurance before submitting data to any of the ESS Data Collection & Reporting Applications or approval of IDEA Grant applications in FY23.*

 - Open Date: April 13, 2022
 - **Close Date: June 17, 2022**

• **PARENTALLY PLACED PRIVATE SCHOOL STUDENT SURVEY**

- Open Date: May 18, 2022
- **Close Date: August 3, 2022**

SPECIAL EDUCATION DATA DASHBOARD (SEDD)

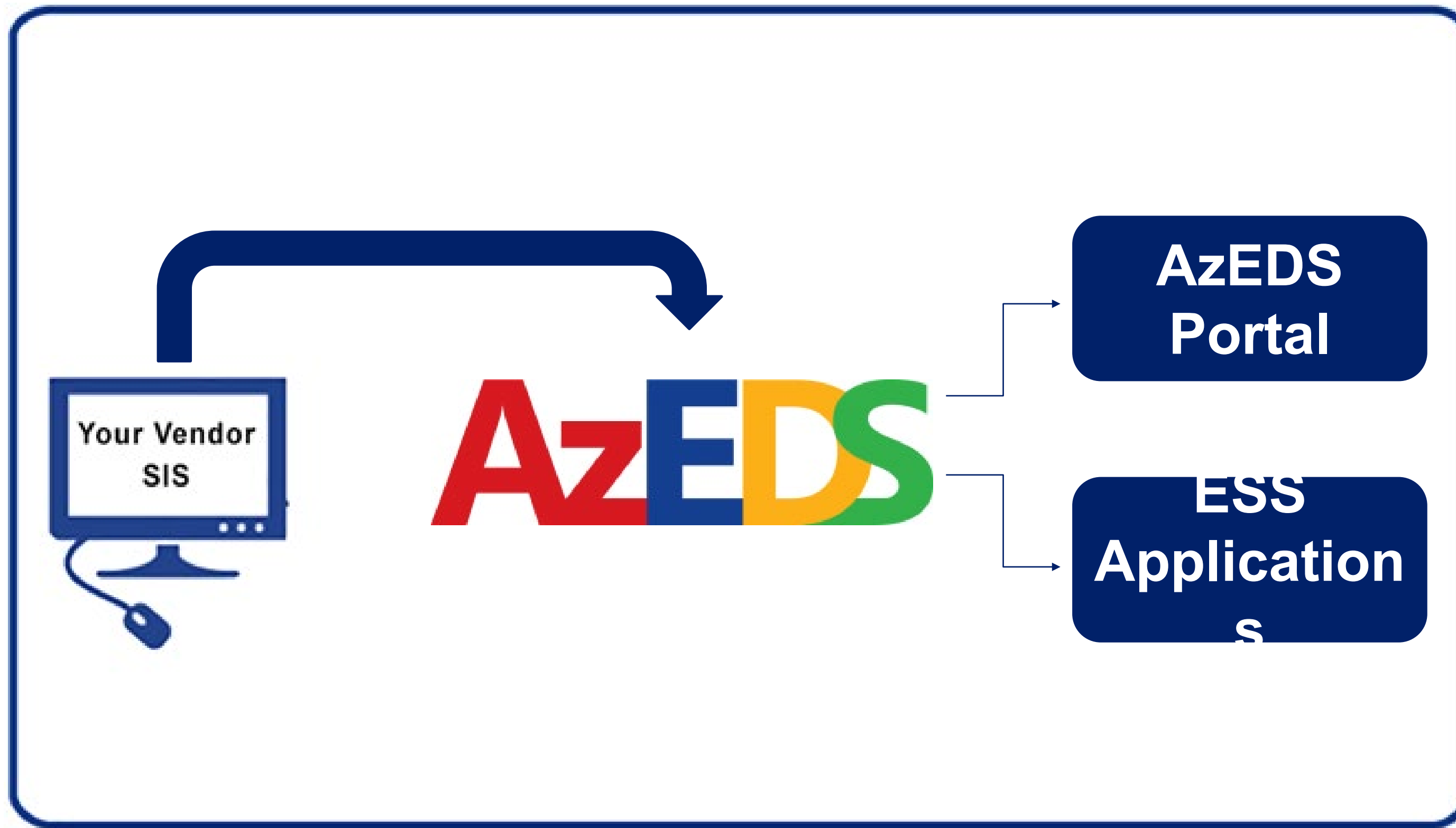
- Open Date: May 18, 2022
- **Exit Data Due: July 15, 2022, by 5pm**
- **SEDD Data Validation Due: July 20, 2022, by 5pm**
 - **Data to be housed:**
 - Exit
 - Discipline
 - Personnel
 - Parentally Placed Students
 - **Preschool Transition Data Collection**
 - Report of children who participated in the Arizona Early Intervention Program (AzEIP) under IDEA Part C and whether they received a smooth transition to IDEA Part B. Electronic signature required.
- **Coming in Fiscal Years 2023 and 2024**
 - Indicator data
 - PEA Determinations
 - Risk Analysis

DISCIPLINE DATA COLLECTION (DDC)

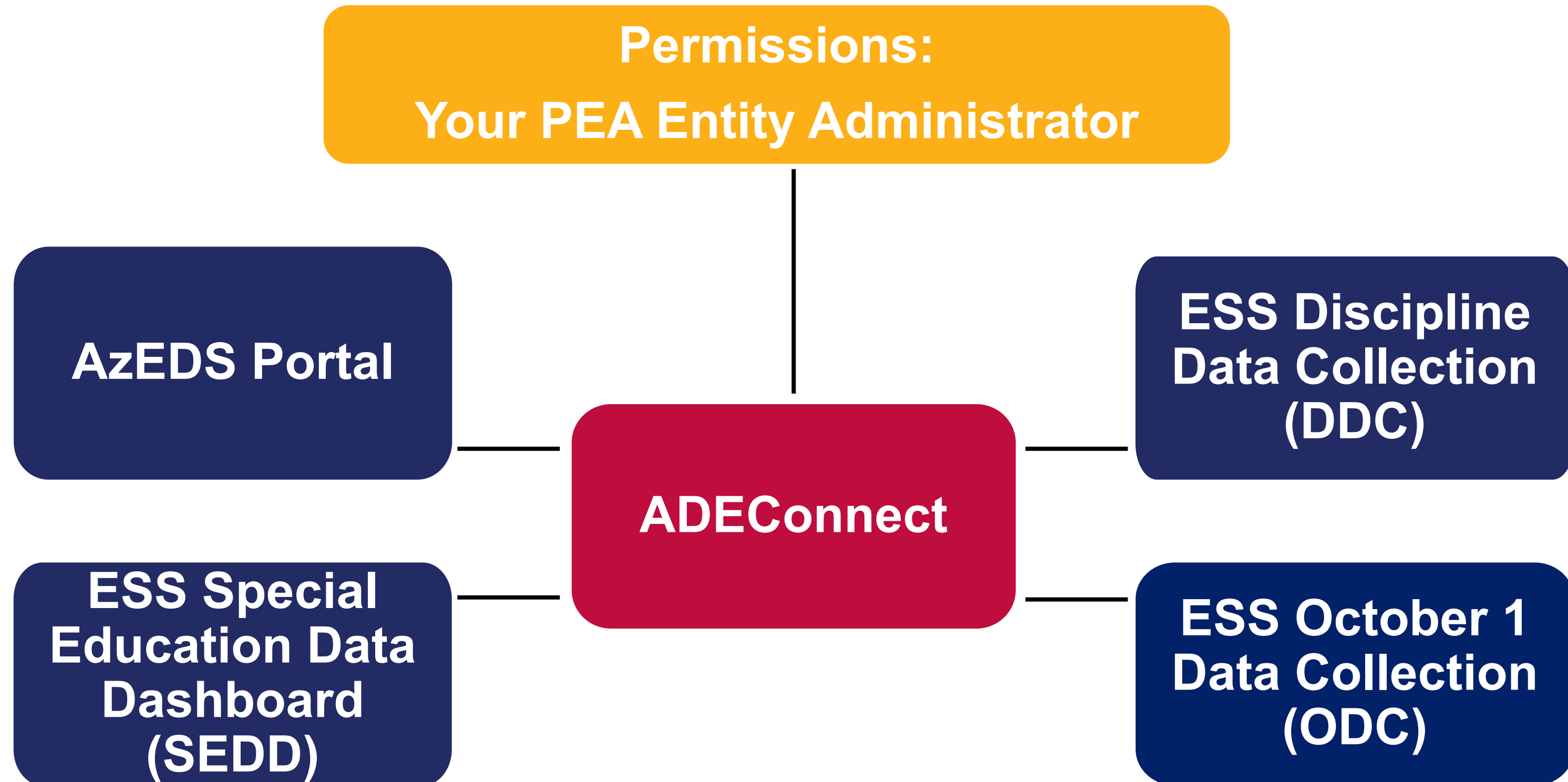
- Open Date: January 31, 2022
- **Close Date: July 15, 2022, by 5pm**
 - ESS portal application used to collect disciplinary incident data for students with disabilities and will populate the discipline report.



Your Vendor SIS & AzEDS



ADEConnect Portal



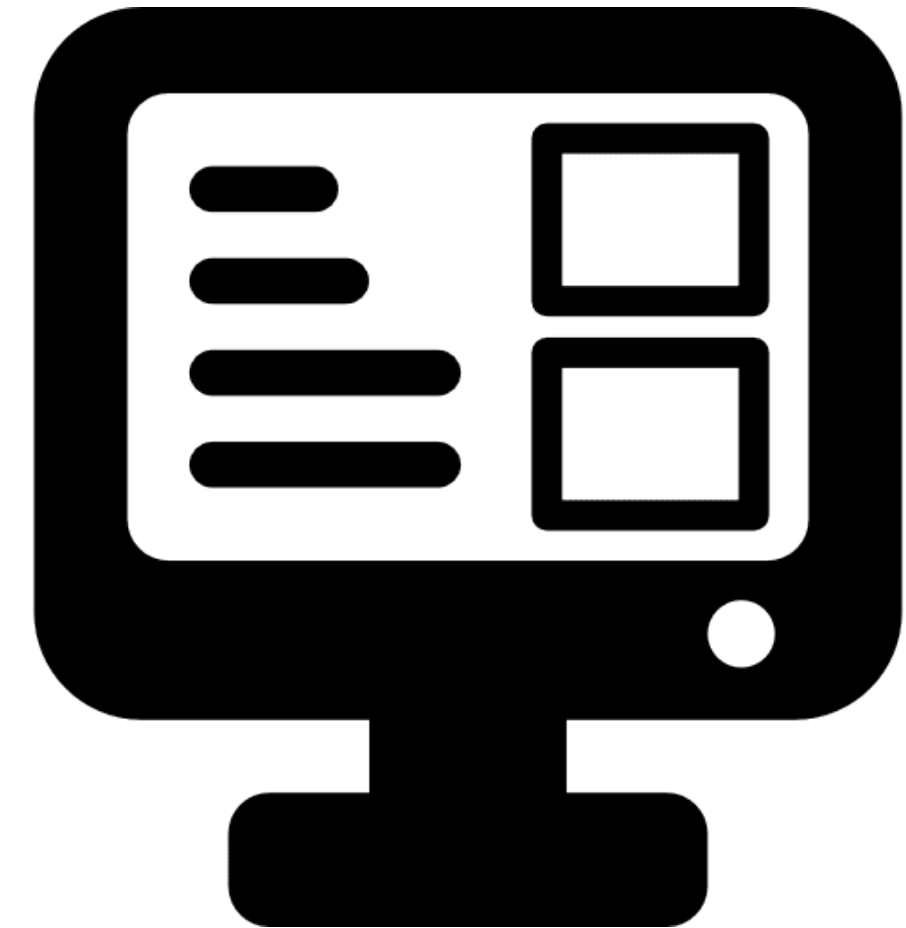
ADEConnect Portal

ODC & SEDD Roles:

- LEA User
- LEA Signer

DDC Roles:

- Edit
- Read
- LEA Signer (Different from ODC and SEDD)



ADEConnect Portal



[Home](#) [Applications](#) [Application Role Approvals](#) [Reports](#) [Help](#) [Feedback](#) [Account](#) ▾



Welcome Adam Zogut

No announcements available

Applications

Access and use ADE applications.

[View Applications](#)

My Profile

Manage your profile.

[View My Profile](#)

Help

Find help regarding the portal.

[Help and FAQ's](#)



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AzEDS Portal

Reports

Fiscal Year:

2021 ▾

Local Education Agency:

Select an Option ▾

Student Detail

TRANS10 - Data Transmission Summary Report

TRANS15 - Data Transmission Detail Report

STUD10 - Student Data Verification Report

INTEG15 - Student Data Integrity Report

STUD74 - Student Excessive Absence Report

DRP10 - Dropout Recovery Program Data Verification Report

ABSATT10 - Absence / Attendance Minutes Verification Report

STUD78 - Student Cohort Verification Report

STUD15 - Student Data Verification Detail Report

STUD72 - Student Membership Information by DOA / DOR Report

MEM10 - Shared Student Enrollment Report

Student Detail

Accountability

Special Education

SPED73 - October 1 FED SPED Report

SPED10 - SPED Data Verification Report

SPED74 - SPED Exit Report

SPED72 - SPED Participation Report

SPED99 - SPED Orphan Data Report

Student-Teacher-Course Connection

ADM

Calendar

OCT1

Reports

Please select a report from the menu.



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SPED Reports 101



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.

SPED11 - Preschool Outcomes Report - Verify raw data for preschool outcomes uploaded to AzEDS, **pre-integrity**.

SPED50 - SPED Concurrency Report - Shows only concurrently reported SPED Primary LRE Entry and Exit Dates reported by another PEA to aid collaboration in correcting the concurrency.
Updated: Daily after integrity processing.

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 the Special Education Data Dashboard (SEDD). 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 SEDD 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**.*



FY23 ESS Data Management Overview



October 1 Data Collection (ODC)

October 1 Data Collection (ODC)

- Federal requirement under Individuals with Disabilities Education Act (IDEA) Section 618.
- Includes:
 - Census
 - Personnel
 - Electronic signature required
 - Data is reported to the Office of Special Education (OSEP)



October 1 SPED Census

- Used to verify the unduplicated count of students receiving special education and related services on October 1 ages 3-21
- Used to determine base funding for all PEAs in Federal Part B allocations



October 1 Data Collection – Phases

Phase I

- October 1: Count your SPED students
- Student verification and personnel counts due in ESS ODC application with electronic signature

Phase II

- Reconciliation begins
- SPED07 report available
- SPED data due in AzEDS
- Reconciliation due
- ADE submits data to OSEP

Phase III

- Non-Reconciliation begins
- Submission due in ESS ODC application



October 1 Data Collection – Personnel

- Fully certified or not
- Providing SPED/related services
- Full-Time Equivalency (FTE)
- Three Sections:
 - Teachers
 - Paraprofessionals
 - Related service providers



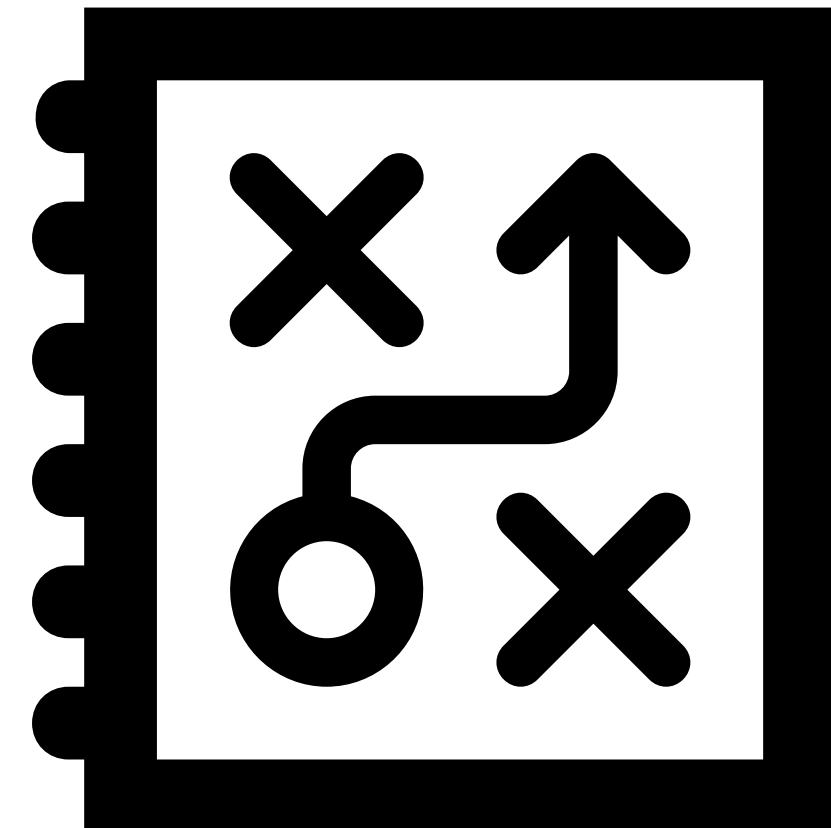
October 1 Data Collection – Strategies

- **Child Count:**

- ✓ Start early and get your team involved
- ✓ Save all documentation
- ✓ Develop a plan to avoid non-reconciliation
- ✓ Check reports regularly

- **Personnel:**

- ✓ Work with Human Resources
- ✓ Double-check FTE calculations



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Discipline Data Collection (DDC)

Discipline Data Collection (DDC) - Overview

- Disciplinary incident data for students with disabilities
- ESS Special Education Data Dashboard (FY24)
- Manually submit incident data or use the XML upload feature
- [Discipline Data Collection Webinar](#)



DDC Application

- Accessed through the ESS Portal under ADEConnect
- ADEConnect permissions:
 - ESS DDC: Edit
 - ESS DDC: Read
 - ESS DDC: LEA Signer
- If no disciplinary incidents at a school; users can certify through the “Year-End Data Certification” option



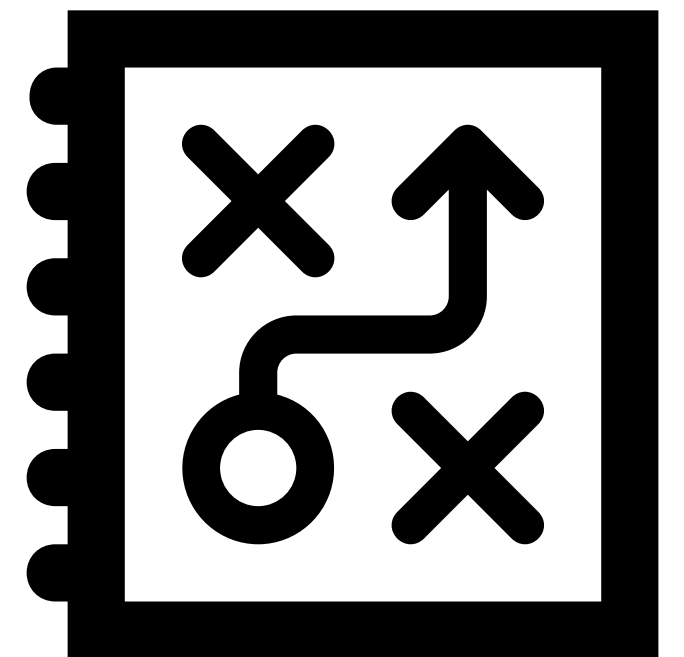
XML Upload Feature

- Student Information Systems (SIS) > XML template
- Coordinate with vendors to implement extracts into a format for the DDC tool to use
- Uploads delete all the data at one or multiple schools and puts new data into the system



Data Collection Strategies

- Student Information Systems (SIS) > XML template
- Coordinate with vendors to implement extracts into a format for the DDC tool to use
- Uploads delete all the data at one or multiple schools and puts new data into the system

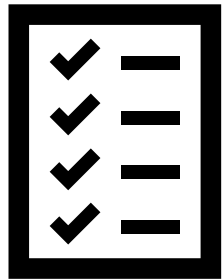


FY23 ESS Data Management Overview

Special Education Data Dashboard (SEDD)

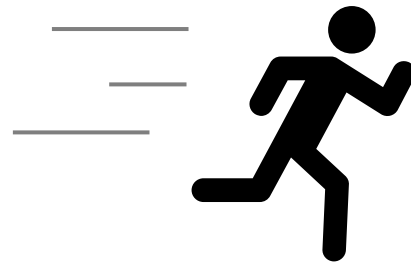


Special Education Data Dashboard (SEDD)



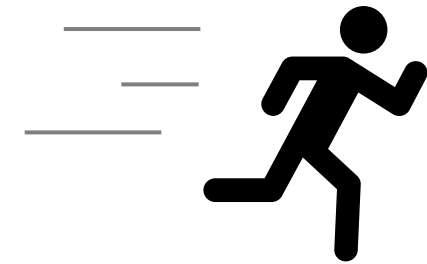
FY22 (Current State):

- Exiting Data (AzEDS)
- Preschool Transition
- Students Without Disabilities



FY23 Improvements:

- SPP/APR Indicators
 - Indicator 1: Graduation
 - Indicator 2: Dropout
- Assessments
- Least Restrictive Environment (LRE)
 - Based on October 1
- Personnel
 - Based on October 1



FY24 Improvements:

- Discipline
- Preschool Outcomes
- SPP/APR Indicators
 - Indicator 4: Discipline
 - Indicator 7: Preschool Outcomes
 - Indicators 5 and 6: LRE
- PEA Determinations & Risk Analysis
- Data Visualization



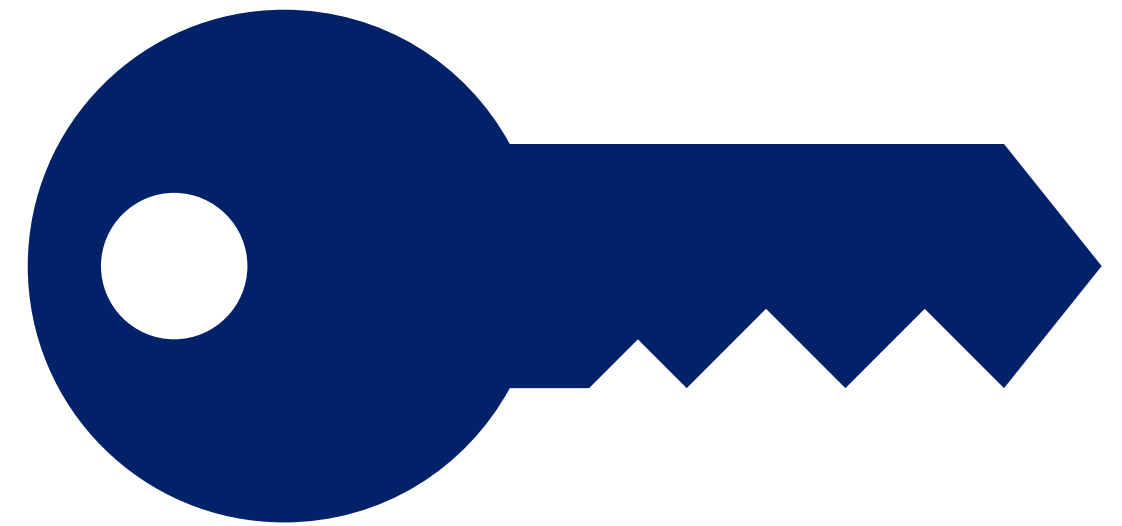
FY23 ESS Data Management Overview

Closing Remarks



Key Takeaways

- 1. Start Early**
- 2. Create a system**
- 3. Understand the reports**
- 4. View trainings**



Support & Resources

ADEConnect Support:

(602) 542-7378

ESS Data Management:

(602) 542-3962

Subscribe to stay informed:

- [Data Management Alerts](#)
- [Data Management YouTube Channel](#)

