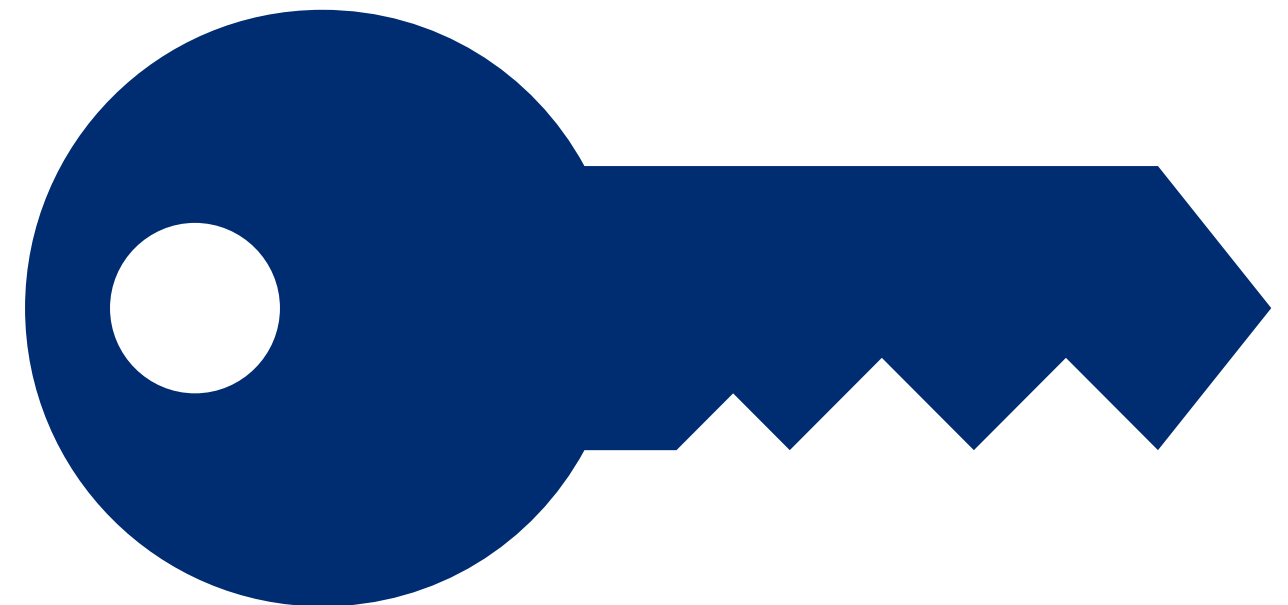# FY24 ESS Data Management Overview

Presented by: Adam Zogut

Key Takeaways

1. Federal data reporting requirements
2. Data systems and applications
3. Resources
4. Attend and view our trainings

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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 (AzEDS)
  - Special Education Data Dashboard (SEDD)
- Support & Resources

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ESS Data Management Homepage

ESS Data Management Toolkit

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

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ESS Data Management Toolkit (Cont'd)

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ESS Data Management Toolkit

- **General Information**
  - FY23 Important Dates
  - FY24 Data Reporting Updates - *NEW!*
  - FY23 DM Year-End Checklist - *NEW!*
  - Special Education Data Updates Webinars
  - Subscribe to our ESS Data Management Alerts
  - Visit our YouTube Channel

- **For New SPED Directors / Data Managers**
  - FY24 Checklist - *NEW!*
  - Intro to ESS Data Management - *NEW!*
  - Glossary of Acronyms & Terms
  - FY23 Overview Video
  - FY23 Overview Slides
  - Important Links

- **AzEDS**
  - Getting Started with SPED Integrity Troubleshooting
  - AzEDS SPED Codes
  - SPED Reports 101
  - SPED Integrity Rules Reference
  - Validation Matrices
    - SPED Exit Validation Matrix
    - Concurrent Need Eligibility Matrix
    - Concurrent PEA & LRE Code Eligibility Matrix
    - Concurrent Need & Least Restrictive Environment (LRE) Code Eligibility Matrix

- **October 1 Data Collection (ODC)**
  - ODC Manual
  - Personnel Blank Report Form

- **Special Education Data Dashboard (SEDD)**
  - SPED Exit Flow Chart
  - Instructions: Exiting Students
  - Instructions: Preschool Transition

- **Discipline Data Collection (DDC)**
  - DDC Manual
  - XML Schema

- **ESS Data Surveys**
  - Instructions: Parentally Placed Private School Students
  - FAQs: Parentally Placed Private School Students

Please note, all documents in the ESS Data Management Toolkit are subject to change.
Questions? ESSDataMgmt@azed.gov
Last Updated: May 5, 2023

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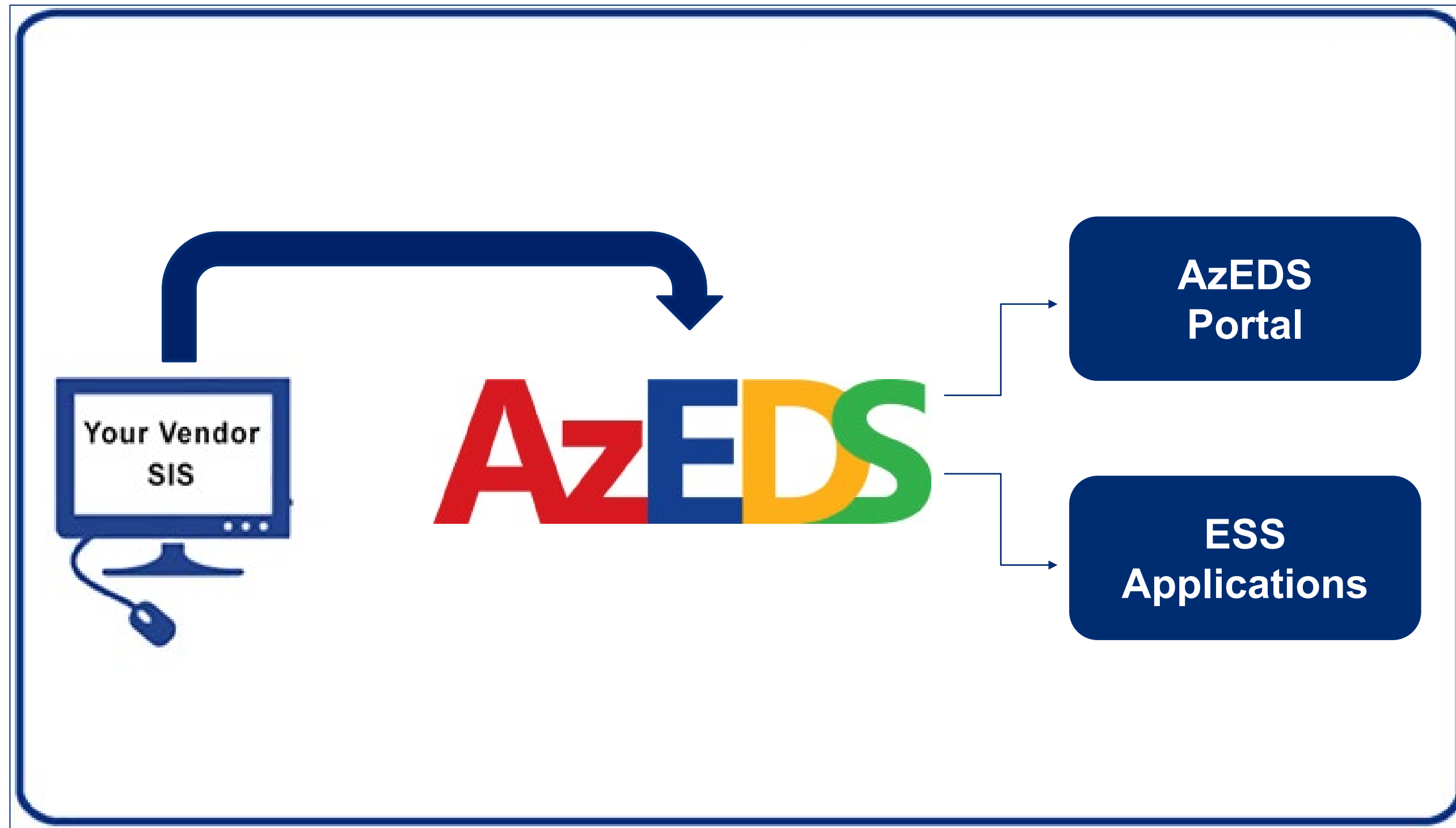# FY24 Important Dates

ESS Data Management FY 2024 Important Dates
Dates are subject to change at any time. Subscribe to the ESS DM Alerts for updates.

ESS OCTOBER 1 DATA COLLECTION (ODC)

- Count Date: October 1, 2023 (*Not a Due Date)
- **Open Date: October 2, 2023**

  - **PHASE I: PERSONNEL & VERIFICATION COUNT**
    - **Verification Count, Personnel Data & Electronic Signature Due: November 15, 2023, by 5:00 pm**
    - Verification count and/or personnel data can be submitted/modified anytime between October 2 - November 15, 2023

  - **PHASE II: RECONCILIATION**
    - **Reconciliation Due: January 17, 2024, in AzEDS by 5:00 pm**
    - The SPED07 report will be available November 20, 2023, and the report will update daily after AzEDS integrity processing runs until the final reconciliation due date
    - Continue checking the SPED07 report regularly 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 (IF APPLICABLE)**
    - **Open Date: March 13, 2024**
    - **Non-Reconciliation Due: April 24, 2024, by 5:00 pm**
    - 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

SPECIAL EDUCATION DATA DASHBOARD (SEDD)

- **Open Date: May 8, 2024**
- **Exit Data Due: July 15, 2024, by 5:00 pm**
- **Discipline Data Due: July 15, 2024, by 5:00 pm**
- **Preschool Transition Data Entry Opens: July 1, 2024**
- **Students Without Disabilities Data Entry Opens: July 1, 2024**
- **SEDD Data Certification Opens: July 22, 2024**
- **SEDD Data Certification Due: August 5, 2024, by 5:00 pm**

(Last Updated: May 22, 2023)   1

ESS DATA SURVEYS

- **FY25 IDEA STATEMENT OF ASSURANCES (SOA)**
  All PEAs must submit a Statement of Assurance before submitting data to any ESS Data Collection & Reporting Applications or approval of IDEA Grant applications in FY25.
  - **Open Date: April 3, 2024**
  - **Close Date: June 12, 2024**

- **PARENTALLY PLACED PRIVATE SCHOOL STUDENT (PPPSS) SURVEY**
  - **Open Date: May 15, 2024**
  - **Close Date: August 14, 2024, by 5:00 pm**

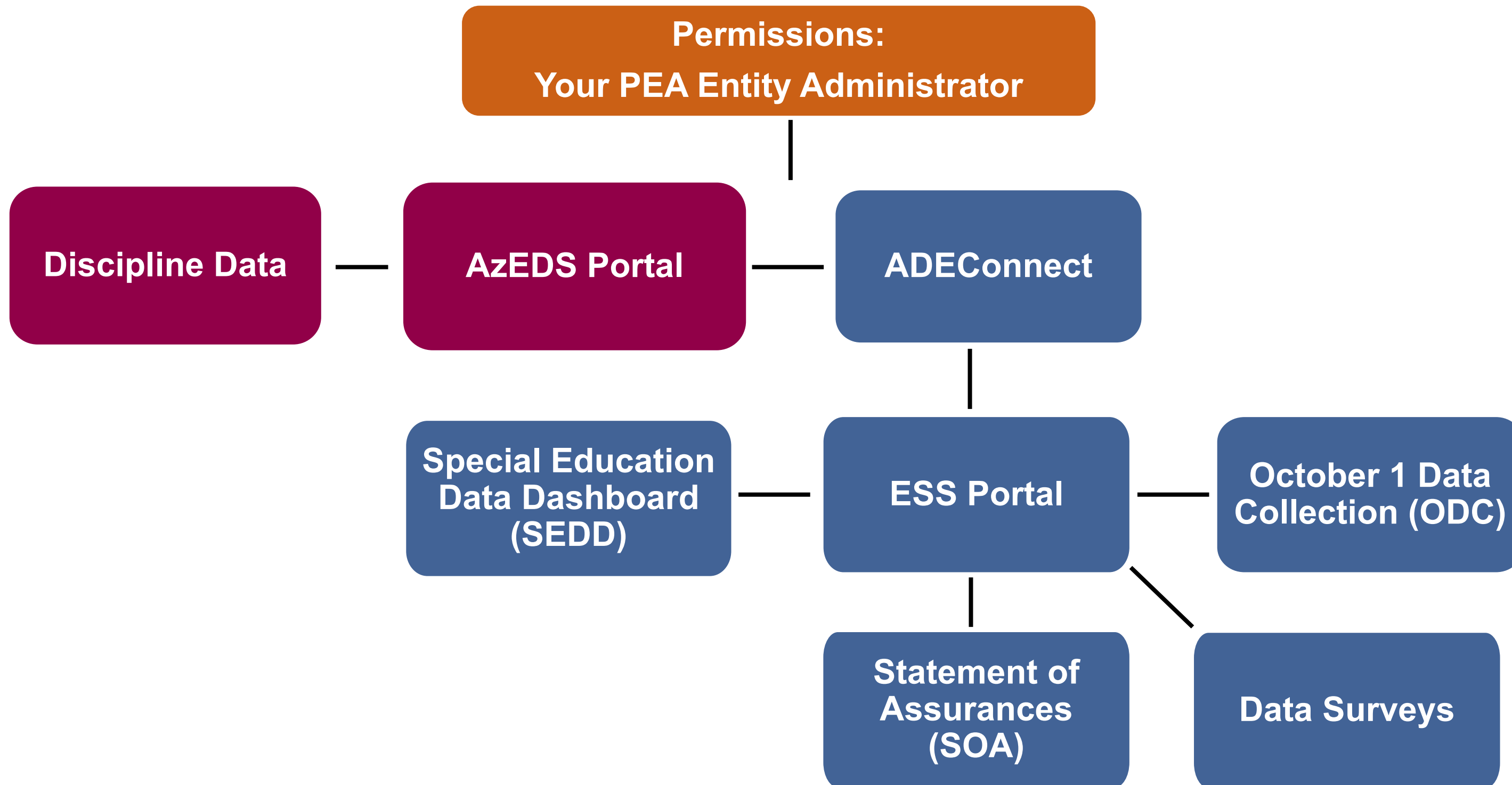(Last Updated: May 22, 2023)   2

Your Vendor SIS & AzEDS

ADEConnect Portal

ADEConnect Portal

ODC & SEDD Roles:
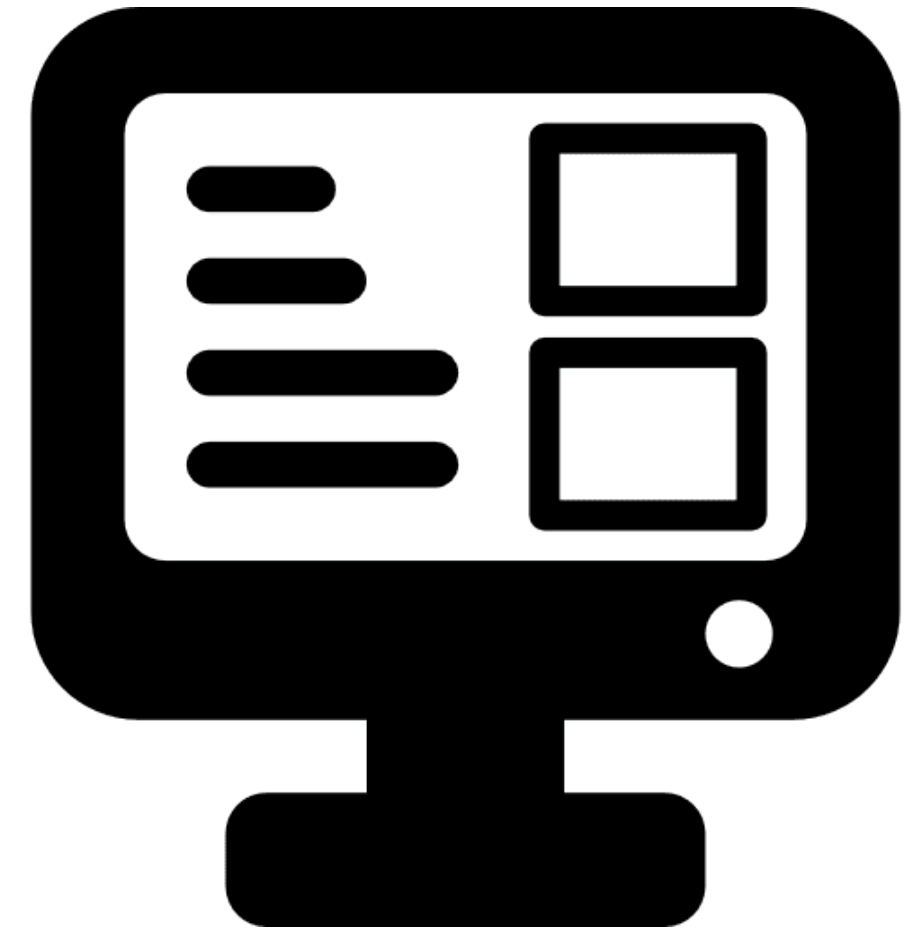- LEA User role
- LEA Signer role

SOA Roles:
- Edit role

Data Surveys Roles:
- ESS Data Surveys User role

Discipline Roles:
- AzEDS Data Coordinator (Discipline Reports)

ADEConnect Portal

ESS Portal

AzEDS Portal

SPED Reports 101

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October 1 Data Collection (ODC)

October 1 Data Collection (ODC)

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

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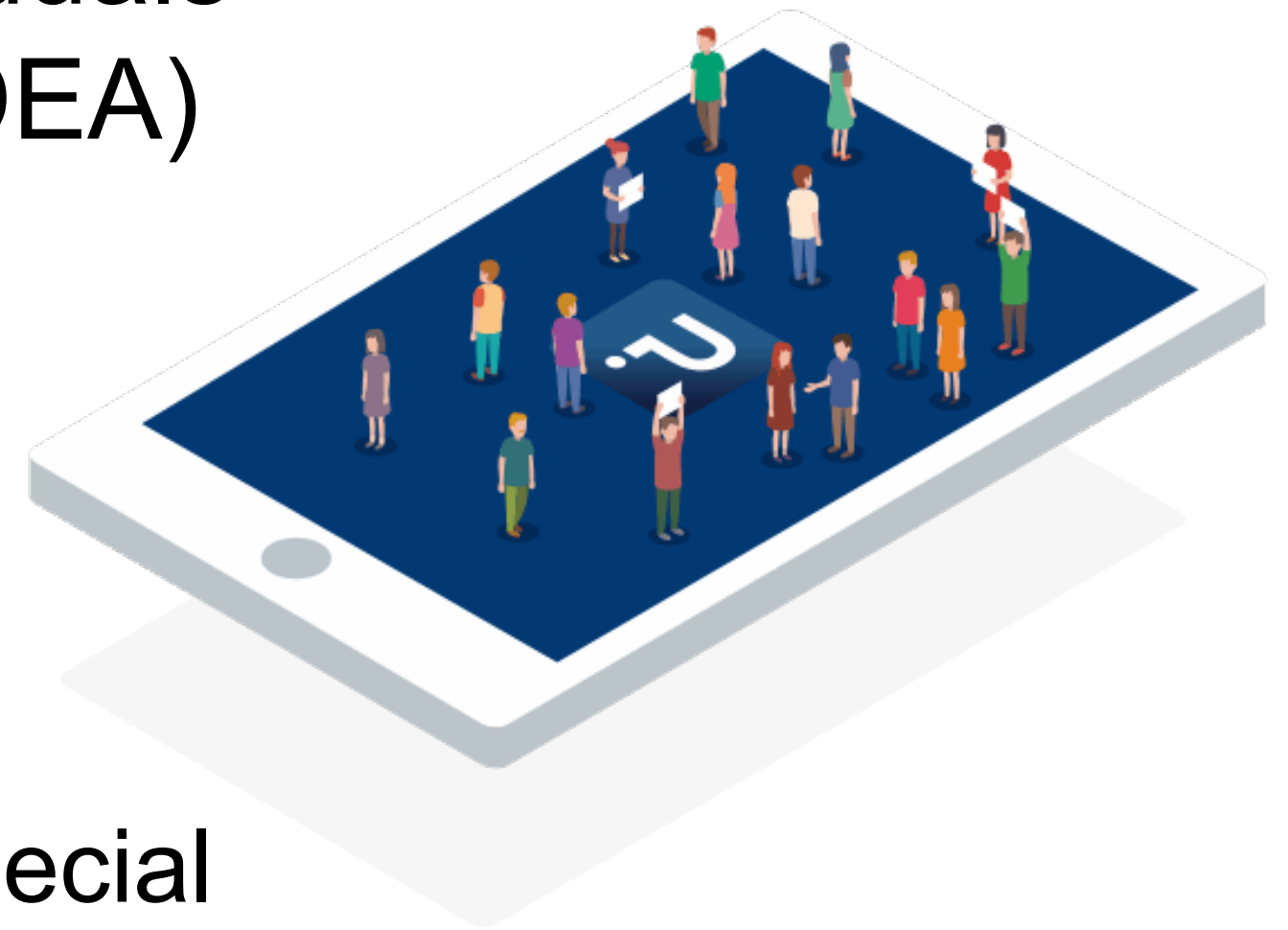
October 1 Child Count Verification Count

- 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

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October 1 Data Collection – Phases

Phase I

- SPED child verification count
- Personnel
- Electronic Signature
- Due in the ODC application
- Child verification count can no longer be changed

Phase II

- Reconciliation begins
- SPED07 report available
- SPED data due in AzEDS
- Reconciliation due (SPED07 count must align with child verification count)
- SPED07 report will not update after due date
- ADE submits data to OSEP

Phase III

- Non-Reconciliation begins
- Provide a reason as to why the SPED07 count did not align with the Child Verification count
- Submission due in the ODC application

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October 1 Data Collection – Personnel

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

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October 1 Data Collection – Strategies

Verification 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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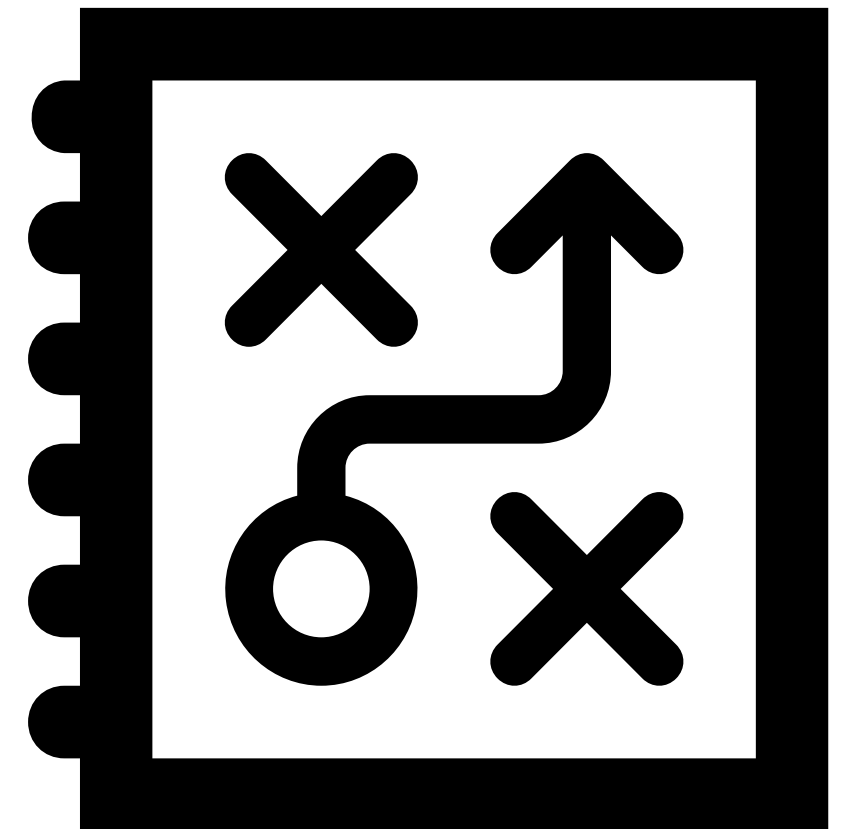
Data Management Overview

Discipline Data Collection (DDC)
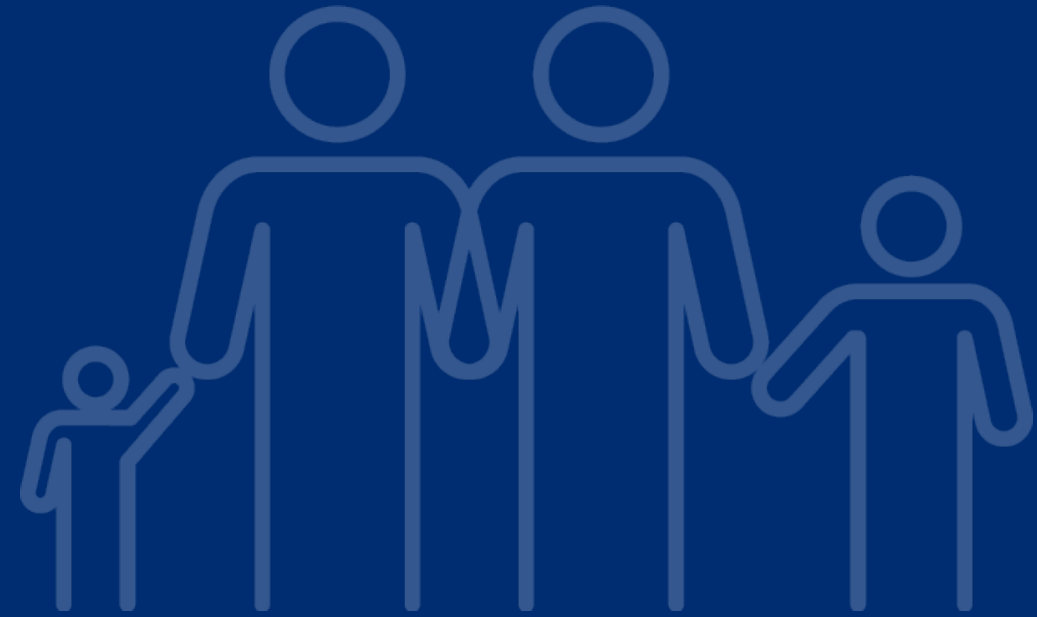
Discipline Data Collection – Overview

- Disciplinary incident data for students with disabilities
  - Ages 3 – 21 as of October 1
    - Reporting year is from July 1 – June 30
- Student Information Systems (SIS) > AzEDS
  - AzEDS is the source of truth
- Data must be submitted by July 15, 2024

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Discipline Data Collection

- ESS Special Education Data Dashboard (FY24)
  - Display Only
- Discipline Data AzEDS Reports
  - ADEConnect Role:
    - AzEDS Data Coordinator (Discipline Reports)

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Data Collection Strategies

- Validate your data is uploading correctly to AzEDS
  - DISC10 – Discipline Data Verification Report
  - Collaborate with your vendor if having issues
- Incident information is passing integrity
  - DISC72 – Discipline Validation Report
  - INTEG55 – Discipline Incident Integrity Report
- Make necessary changes and upload the data in AzEDS by the due date

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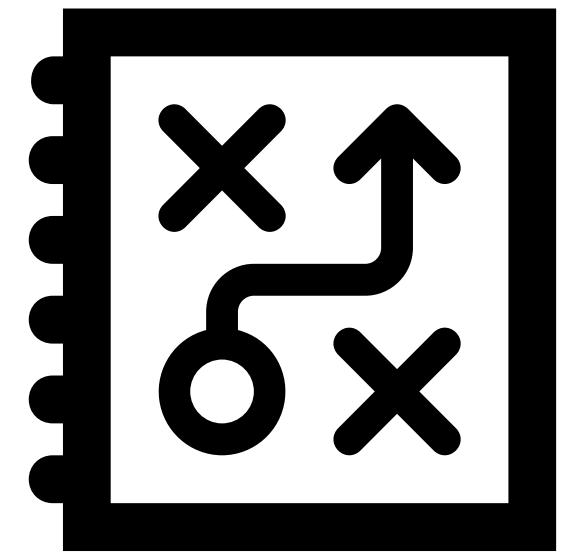
Data Management Overview

Special Education Data Dashboard (SEDD)

Special Education Data Dashboard

FY 2023	New in FY 2024	New in FY 2025
Exit data	Discipline data	Assessments (Ind. 3)
Expulsions for SWOD	Graduation rate (Ind. 1)	Discipline (Ind. 4)
LRE data (Oct 1)	Dropout rate (Ind 2)	LRE (Ind. 5)
Personnel data (Oct 1)		PEA Determinations & Risk Analysis
Preschool Transition		Data Visualization

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Data Management Overview

Data Quality and Next Steps
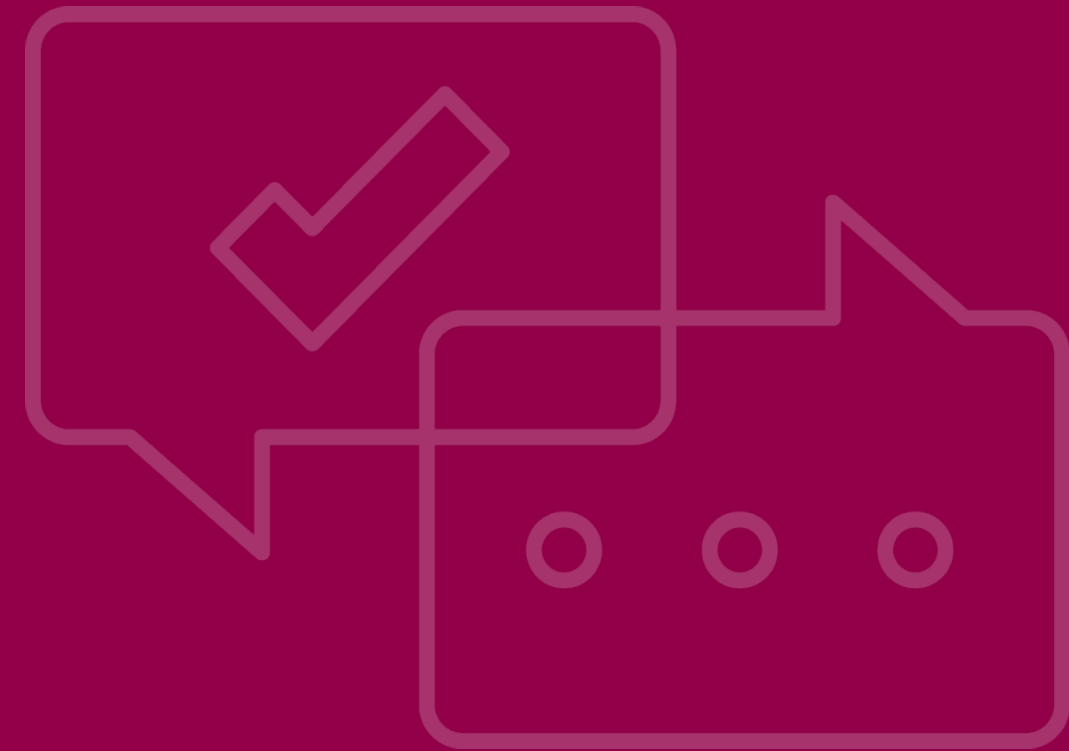
Importance of Data Quality

"You can have data without information, but you cannot have information without data."

~ Daniel Keys Moran

"Data-driven decision making is understood and appreciated, however the quality and application of it needs to mature in consistency."

~ Adrian McKnight

"It is quality rather than quantity that matters."

~ Seneca

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Next Steps

1. Start Early
2. Document processes
3. View trainings
4. Attend monthly Special Education Data Updates (SEDU) Webinars ([recorded webinars](#))

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Support & Resources

ADEConnect Support:

(602) 542-7378

ESS Data Management:

(602) 542-3962

ESSDataMgmt@azed.gov

Subscribe to stay informed:

- Data Management Alerts
- Data Management YouTube Channel

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