ARIZONA DEPARTMENT OF EDUCATION

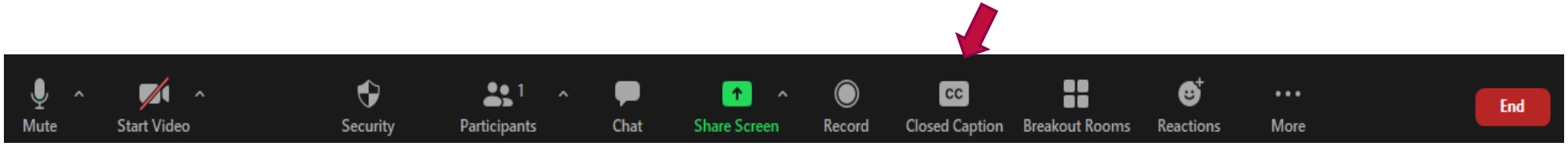
Special Education Data Updates

ESS Data Management

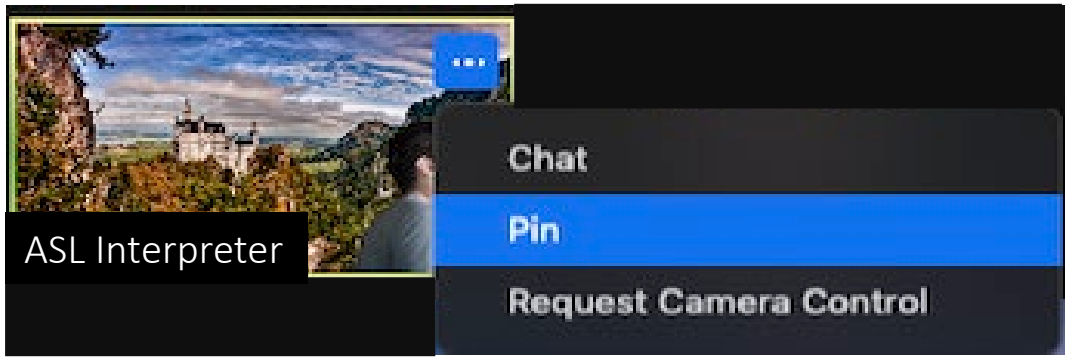
September 20, 2023

Before we get started, here are a few reminders:

- To enable zoom closed captions, click on the “closed caption” button shown here.



- To pin the video of an ASL Interpreter, at the top of the meeting window, hover over the video of the ASL Interpreter and click “pin.”



- Please stay muted throughout the presentation.
- Please keep all questions relevant to the topic discussed during the presentation. There will be a Q&A session at the end for general questions.
- This webinar will be recorded and posted on our data management website.
- Please use our survey link to complete our survey to give us ideas for future discussion topics and let us know how we’re doing.

Agenda

- Reminders
  - ODC Trainings
  - ODC Timelines
  - Discipline Data Reporting in AzEDS
  - Preschool Outcomes Reporting in AzEDS
- Trending Topics
  - October 1 Overview
  - SPED Reports 101 Focus – SPED10/SPED72
  - IDEA Parent
  - Ancillary Reporting
- Out-of-Scope Topics
  - MOWR and LIT plans
- Top 3 Integrity Errors
  - Rule 40062
  - Rule 40069
  - Rule 40079
- Q&A

Reminders

Reminders

- ODC Trainings
  - In-Person Training September 21 and October 5, 2023
    - Register in ADE Professional Learning and Development (APLD)
- ODC Timelines
  - Phase 1: **November 15, 2023,** Verification Count, Personnel Data, and Electronic Signature Deadline in the ODC Application
  - Phase 2: **January 17, 2024,** Reconciliation Deadline in AzEDS
  - Phase 3: **April 24, 2024,** Non-Reconciliation Deadline in ODC Application
- Discipline Data Reporting in AzEDS
  - DISC10, DISC72, and INTEG55 Reports
- Preschool Outcomes Reporting in AzEDS
  - Preschool Outcomes Reporting Guidance

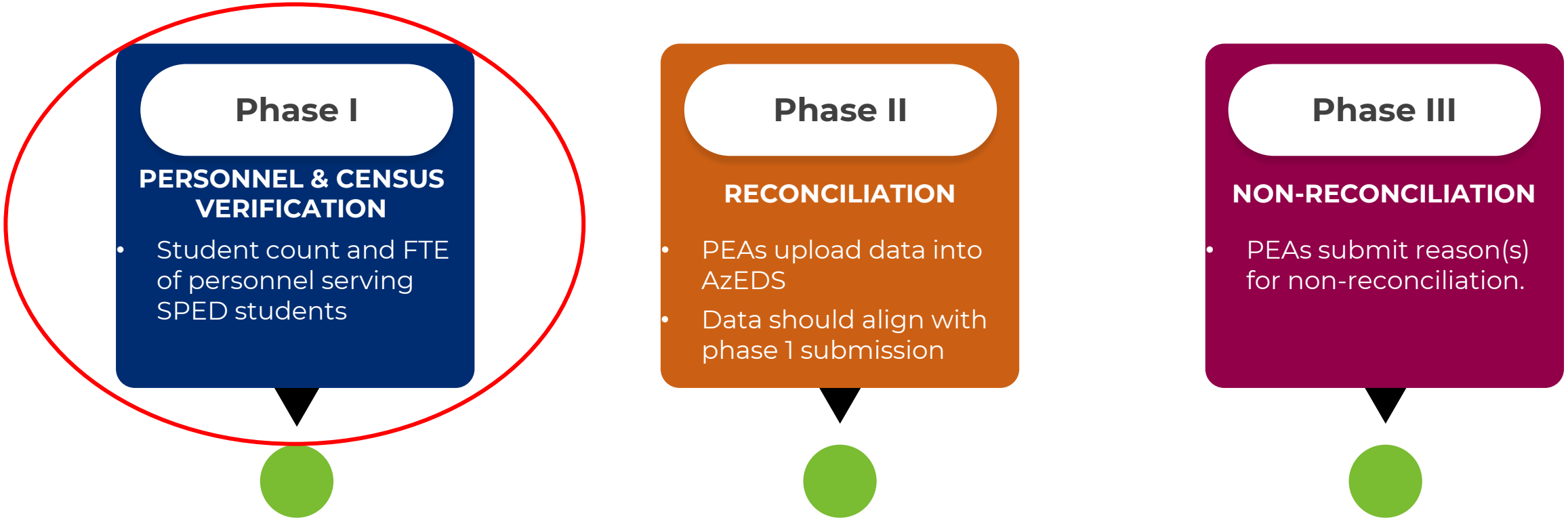
Please visit our Important Dates website for upcoming data reporting deadlines.

Trending Topics

October 1 Data Collection (ODC) Overview

- A count of students who are ages 3 -21 enrolled and receiving SPED services on October 1.
- It is an unduplicated count required by all PEAs
  - By District of Residence (DOR)
- Public School Districts ONLY
  - Parentally Placed Private/Home School Students
- Report full-time equivalent (FTE) personnel Data for teachers, paraprofessionals, and related service providers.
  - Required by PEAs that provide SPED services to students ages 3-21 regardless of funding source (i.e., Part B of IDEA, State, or local).
- Individuals with Disabilities Education Act (IDEA) 2004, Section 618
  - ADE is required to submit data to the Office of Special Education Programs (OSEP)

October 1 Data Collection Flow Chart



Phase I
Verification count, personnel data, and electronic signature are due by
November 15, 2023

Phase II

Reconciliation is due by

January 17, 2024

Phase III

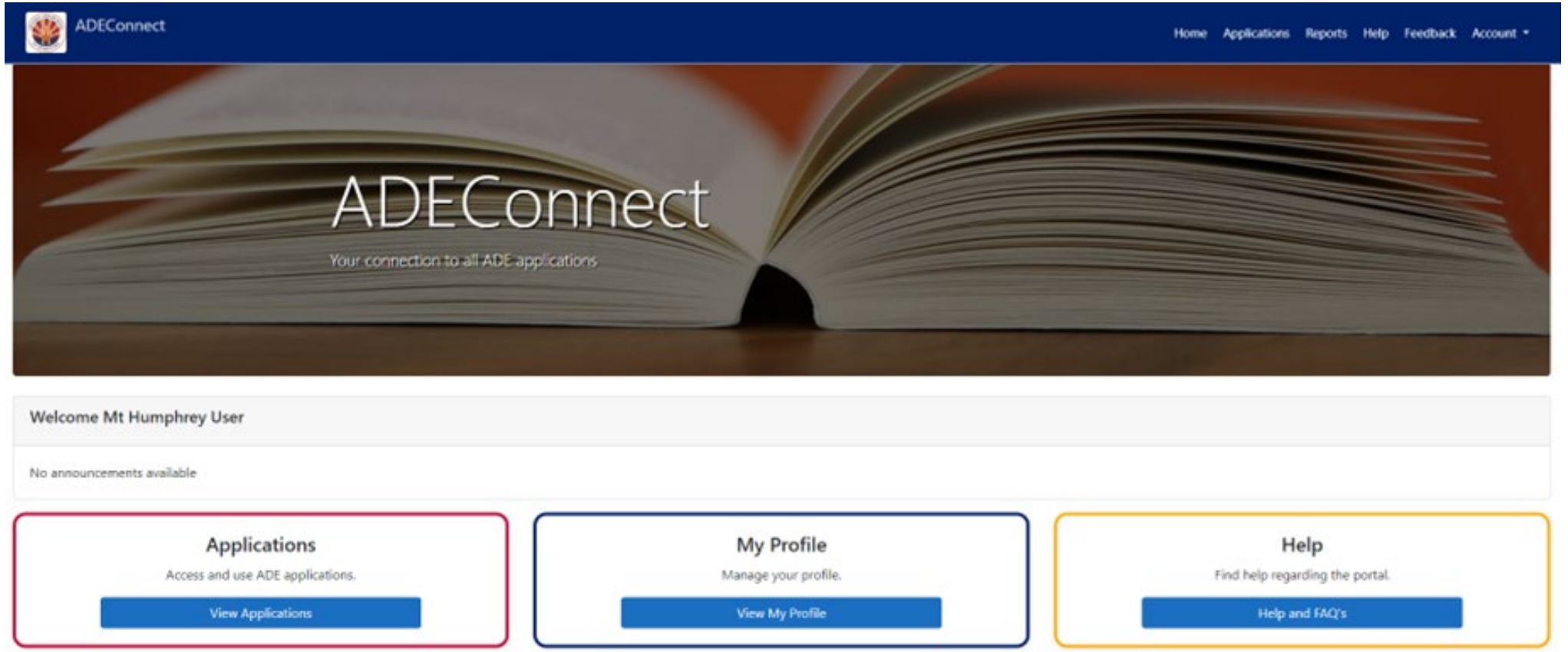
Non-Reconciliation is due by

April 24, 2024

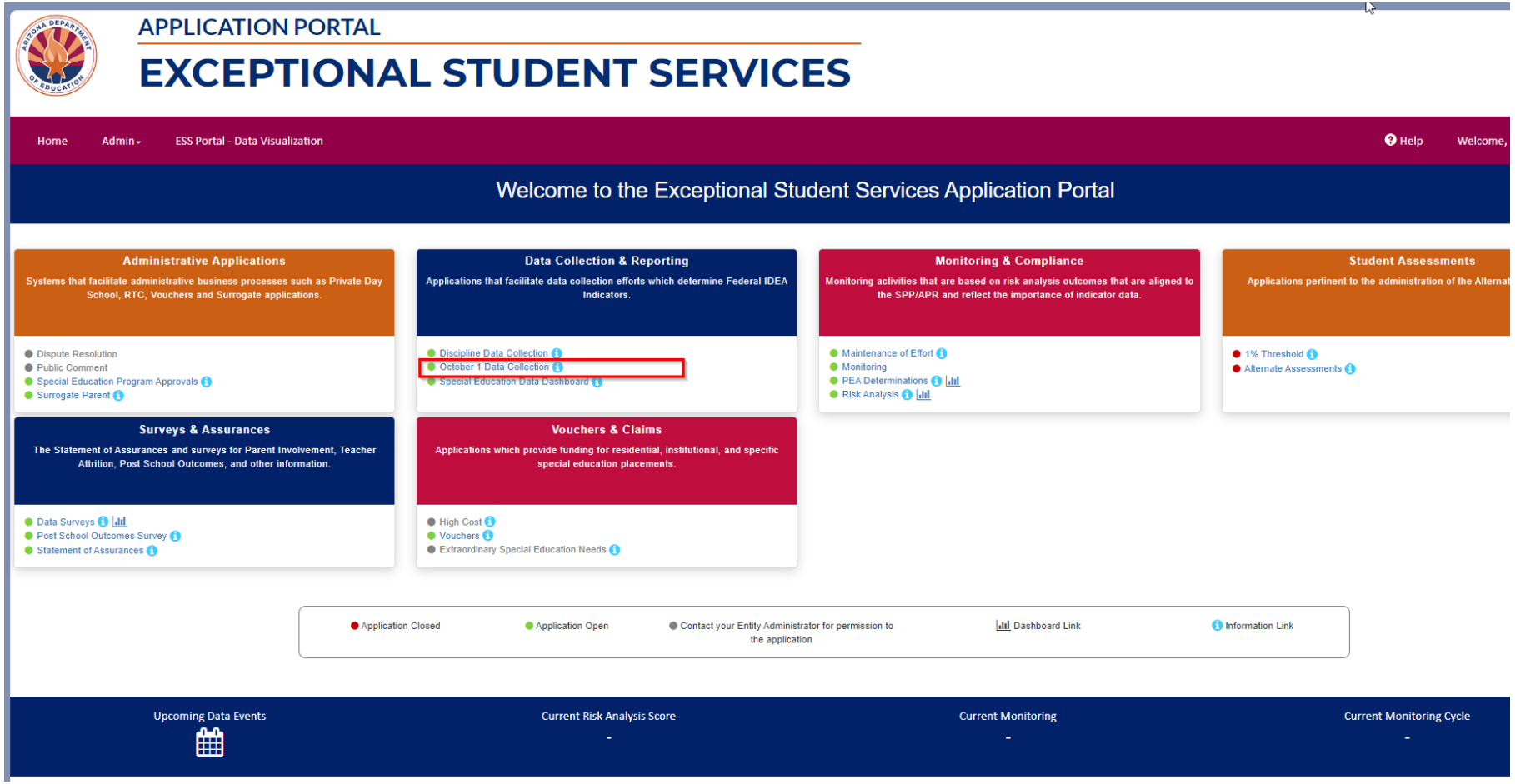
ODC Phase I - Verification

- **Step 1**:
  - Count your SPED students
    - Unduplicated (by FPNI) student count required by all PEAs (DOR)
    - Ages 3 – 21 receiving SPED services on October 1
  - Public School Districts ONLY
    - Parentally Placed Private/Home School Students
  - Report full-time equivalent (FTE) personnel Data for teachers, paraprofessionals, and related service providers.
- **Step 2**: Certify your Data
  - LEA Signers Only
  - Electronic Signature

ADEConnect


ADEConnect
Home
Applications
Reports
Help
Feedback
Account
ADEConnect
Your connection to all ADE applications
Welcome Mt Humphrey User
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

ODC Application



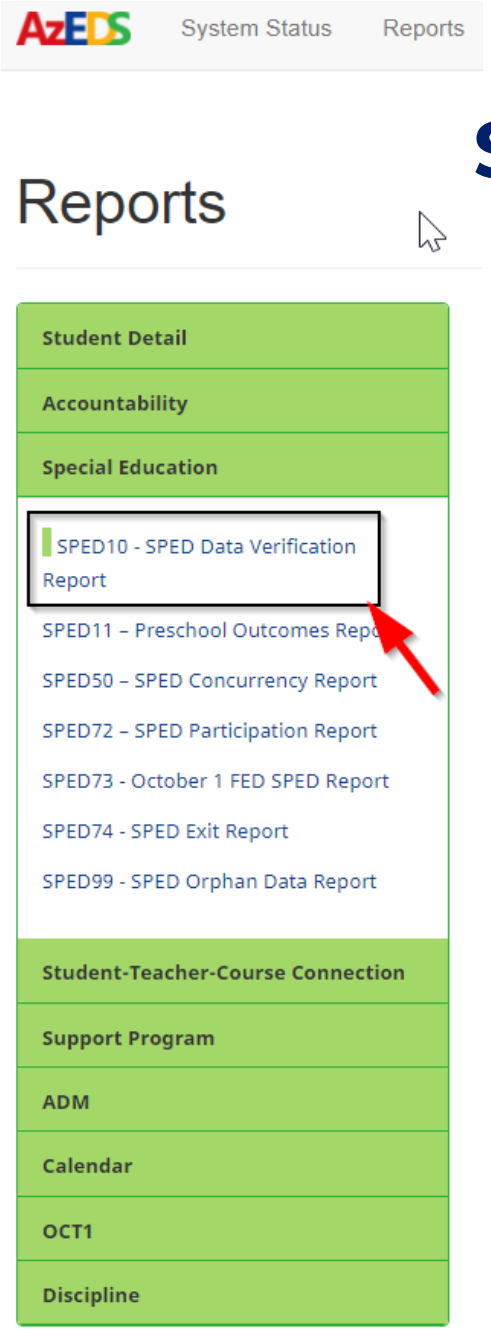
Helpful Tips

- Student must be receiving SPED services on October 1
- Utilize the resources found on the ESS Data Management website
  - October 1 Data Collection Manual
    - October 1 Checklist
    - October 1 Do's & Don'ts
- Use student rosters
- Ask every teacher to conduct a head count
- Query your Student Information System (SIS)
- Work with your Human Resource Director (Personnel Data)
- Any method that works for you
- Do NOT rely on AzEDS data!

SPED Reports - How do I get access?

- You must have an ADEConnect account.
- Request the ***AzEDS Data Coordinator – SPED Reports*** role from your local ADEConnect Entity Administrator.
- Need help with ADEConnect? ADESupport@azed.gov
- Need help with ESS DM applications? ESSDataMgmt@azed.gov

Please visit our SPED Reports 101 Document for more info on other SPED reports.



SPED Reports 101 Focus – SPED10

- SPED10: SPED Data Verification Report
- Compilation of SPED Data that has been submitted to ADE.
- “Raw-Data”
- Use this report to see how your data ‘lands’ in ADE
- Pre-Integrity

SPED Report Example

SPED10 - SPED Data Verification Report

This report provides a compilation of student SPED data that has been submitted to ADE.

School(s): 1 Selected **Page Breaks between Schools:** ☑

View Report

PDF | CSV | Print

1 of 11 Find | Next

SPED10

Fiscal Year: 2024

School Year: 2023 - 2024

School CTDS:

School Name:

Student Level Data

Check SPED LRE and Need Here

Check Dates Here

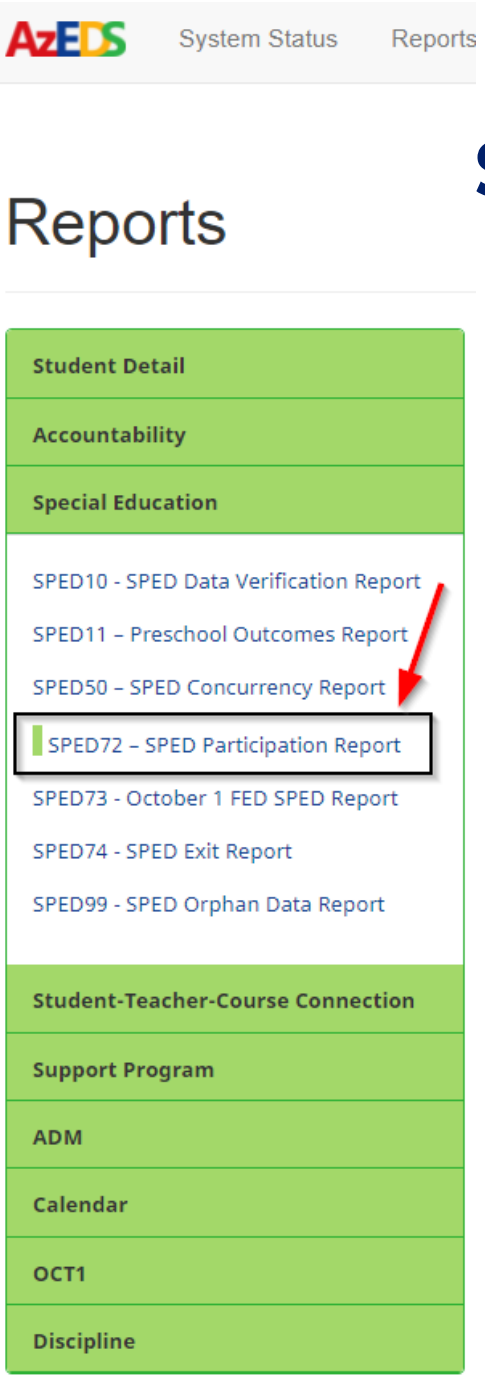
SPED Program Participation Data Verification Report

CTDS:

Page: 1 of 11

Report Date: 09/20/2023 07:50 AM

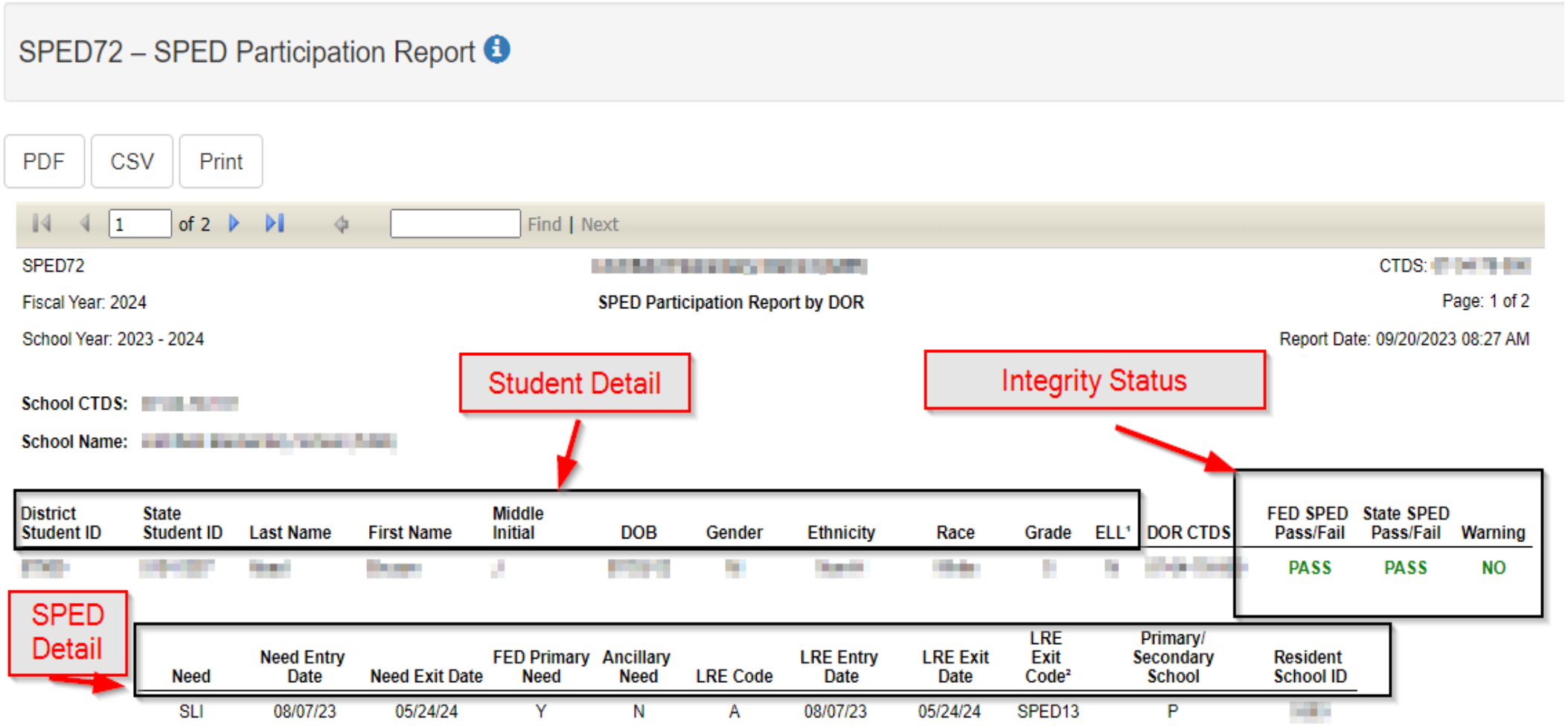
District Student ID	State Student ID	Last Name	First Name	DOB	Gender	Ethnicity	Race	ELL¹	Type	Need/ LRE Code	Entry Date	Exit Date	SPED Fed Primary Need Indicator	Ancillary Need	Primary/ Secondary School	SPED Exit Reason	DOR CTDS	Resident School ID
									Prog	A	08/07/23	05/24/24			P	School is Out		
									Need	SLI	08/07/23	05/24/24	Y	N				
									Prog	A	08/07/23	05/24/24			P	School is Out		
									Need	DD	08/07/23	05/24/24	Y	N				



SPED Reports 101 Focus – SPED72

- SPED72: SPED Participation Report
- Shows students with SPED Needs and/or LRE
- Lists FED SPED, State SPED failures and warnings
- Report can be filtered by District of Attendance or Residence.
- Post-Integrity

SPED Report Example



Trending Topics – IDEA Parent

- Data is being collection starting in the current school year.
- There should be at least one person identified as ‘IDEA Parent’ for every day there is an active SPED LRE.
- Students over the age of 18 can be an IDEA Parent
- There can be more than one IDEA Parent
- Integrity will not fail in SY24.

Trending Topics – Ancillary Needs

- A.R.S. 15-769
  - Physical therapy
  - Occupational therapy
  - Orientation and mobility training
  - Sign language interpretations services
  - A full-time aide needed for an individual pupil to benefit from the pupil's educational program as specified in the pupil's individualized education program

Trending Topics – Ancillary Needs

- A.R.S. 15-769 – Two reporting scenarios
  - Students with a group B disability **with an IEP** and receiving an ancillary service
  - Students with a group B disability with **no IEP** and receiving an ancillary service

Trending Topics – Ancillary Needs

- A.R.S. 15-769 – Two reporting scenarios
  - Students with a group B disability **with an IEP** and receiving an ancillary service
    - Report primary and secondary needs per the IEP as normal
    - If a service is being provided that is an ancillary service, that need should be checked as ‘IsAncillary’
    - Do not use LRE L

Trending Topics – Ancillary Needs

- A.R.S. 15-769 – Two reporting scenarios
  - Students with a group B disability **with NO IEP** and receiving an ancillary service
    - Report any group B service the student is receiving *and* mark the need as 'IsAncillary'
    - Use LRE L

Out-of-Scope Topics Requested

Out-of-Scope Topics Requested

- MOWR and Lit Plans
- State Systemic Improvement Plan
  - https://www.azed.gov/specialeducation/ssip
  - Contact your program support and monitoring specialist
- Move on When Reading
  - https://www.azed.gov/mowr
  - moveonwhenreading@azed.gov

Top 3 Integrity Errors

Top 3 Integrity Errors

Integrity Error -40062

- Error Message:
  - For each day there is a Least Restrictive Environment (LRE) provided, a SPED need must be reported.
- Common Issue At This Time:
  - Need is not reported.
- Possible Solution:
  - Review student and ensure the Need is added. Sync to AzEDS. Check the SPED10 once the sync has occurred to see if the data landed as expected.

Please visit our AzEDS SPED Reporting homepage for more assistance troubleshooting integrity errors.

Top 3 Integrity Errors

Integrity Error -40069

- Error Message:
  - Least Restrictive Environment (LRE) must be within a valid enrollment at a school. Please note the error may be caused by a student not having a valid enrollment due to missing DOR, grade or calendar.
- Common Issue At This Time:
  - Reported dates do not match
- Possible Solution:
  - Double check all dates. Correct the incorrect dates, sync to AzEDS. Check SPED10 to ensure the dates are landing as anticipated.

Please visit our AzEDS SPED Reporting homepage for more assistance troubleshooting integrity errors.

Top 3 Integrity Errors

Integrity Error -40079

- Error Message:
  - Resident School ID must be within the District of Residence.
- Common Issue At This Time:
  - Dates are not matching
- Possible Solution:
  - Ensure the dates are aligned on SPED Need, SPED LRE, Enrollment, Resident School Id, etc. Correct the dates, sync to AzEDS. Check SPED10 after sync to ensure dates are landing as anticipated.

Please visit our AzEDS SPED Reporting homepage for more assistance troubleshooting integrity errors.

Top 3 Integrity Errors

INTEG15 [redacted] CTDS: [redacted]

Fiscal Year: 2024 **Student Data Integrity Report** Page: 1 of 5

School Year: 2023 - 2024 Report Date: 09/18/2023 08:51 AM

Data Capture Date: 09/17/2023 10:01PM

School CTDS: [redacted]

School Name: [redacted]

District Student ID	State Student ID	Last Name	First Name	Middle Initial	Integrity Category	Integrity Type	Integrity Status	Severity	Error Code	Error Description	Entry Date
	[redacted]	[redacted]	[redacted]	[redacted]	Fed SPED	Fed SPED	F		-40057	One or more schools have been identified as the Main school providing special education. Please contact 4158 -Chinle Unified District,850101-Legacy Traditional School - North Chandler to determine which school(s) have concurrently reported the Main SPED School Indicator.	
	[redacted]	[redacted]	[redacted]	[redacted]	Fed SPED	Fed SPED	F		-40062	For each day there is a Least Restrictive Environment (LRE) provided, a SPED need must be reported.	
	[redacted]	[redacted]	[redacted]	[redacted]	Fed SPED	Fed SPED	F		-40062	For each day there is a Least Restrictive Environment (LRE) provided, a SPED need must be reported.	
	[redacted]	[redacted]	[redacted]	[redacted]	Fed SPED	Fed SPED	F		-40069	Least Restrictive Environment (LRE) must be within a valid enrollment at a school. Please note the error may be caused by a student not having valid enrollment due to missing DOR, grade or calendar.	
	[redacted]	[redacted]	[redacted]	[redacted]	Fed SPED	Fed SPED	F		-40069	Least Restrictive Environment (LRE) must be within a valid enrollment at a school. Please note the error may be caused by a student not having valid enrollment due to missing DOR, grade or calendar.	
	[redacted]	[redacted]	[redacted]	[redacted]	Fed SPED	Fed SPED	F		-40069	Least Restrictive Environment (LRE) must be within a valid enrollment at a school. Please note the error may be caused by a student not having valid enrollment due to missing DOR, grade or calendar.	
	[redacted]	[redacted]	[redacted]		Fed SPED	Fed SPED	F		-40069	Least Restrictive Environment (LRE) must be within a valid enrollment at a school. Please note the error may be caused by a student not having valid enrollment due to missing DOR, grade or calendar.	
	[redacted]	[redacted]	[redacted]	[redacted]	Fed SPED	Fed SPED	F		-40079	Resident School ID must be within the District of Residence.	
	[redacted]	[redacted]	[redacted]	[redacted]	Fed SPED	Fed SPED	F		-40079	Resident School ID must be within the District of Residence.	
	[redacted]	[redacted]	[redacted]	[redacted]	Fed SPED	Fed SPED	F		-40079	Resident School ID must be within the District of Residence.	

Please visit our AzEDS SPED Reporting homepage for more assistance troubleshooting integrity errors.

Top 3 Integrity Errors

Screenshot from SPED72:

District Student ID	State Student ID	Last Name	First Name	Middle Initial	DOB	Gender	Ethnicity	Race	Grade	ELL[1]	DOR CTDS	FED SPED Pass/Fail	State SPED Pass/Fail	Warning
												FAIL	FAIL	NO

Need	Need Entry Date	Need Exit Date	FED Primary Need	Ancillary Need	LRE Code	LRE Entry Date	LRE Exit Date	LRE Exit Code[2]	Primary/ Secondary School	Resident School ID
	08/07/23	05/24/24	Y	N	PA1	08/07/23	05/24/24	SPED13	P	

Screenshot from STUD15:

District Student ID	State Student ID	Last Name	First Name	Middle Name	Birth Date	Type	Memb Type	Code	Entry Date	Start Date	Exit Code	End Date	Reported Absence Days	Reported Attendance Minutes	District Of Residence	CalendarCode
							M	E3	08/08/23	08/08/23	P	05/24/24	0.00	7200.00		

Please visit our AzEDS SPED Reporting homepage for more assistance troubleshooting integrity errors.

Q&A

Thank You

ADEConnect Support:

(602) 542-7378

https://helpdesk.azed.gov

ESS Data Management:

(602) 542-3962

ESSDataMgmt@azed.gov

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