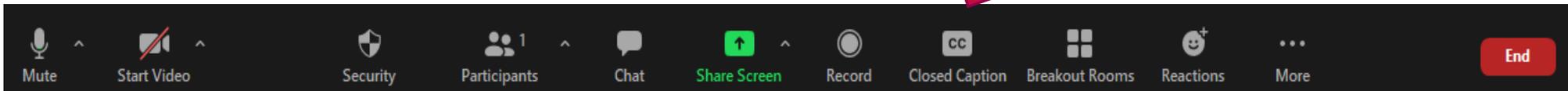ARIZONA DEPARTMENT OF
EDUCATION
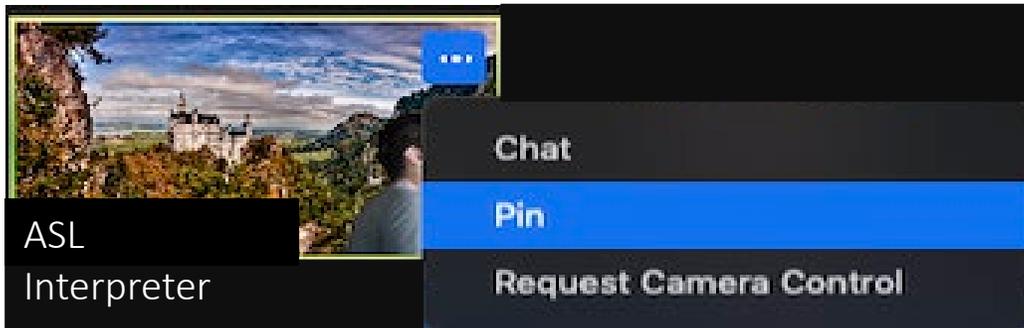
Special Education Data Updates

ESS Data Management

October 18, 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."
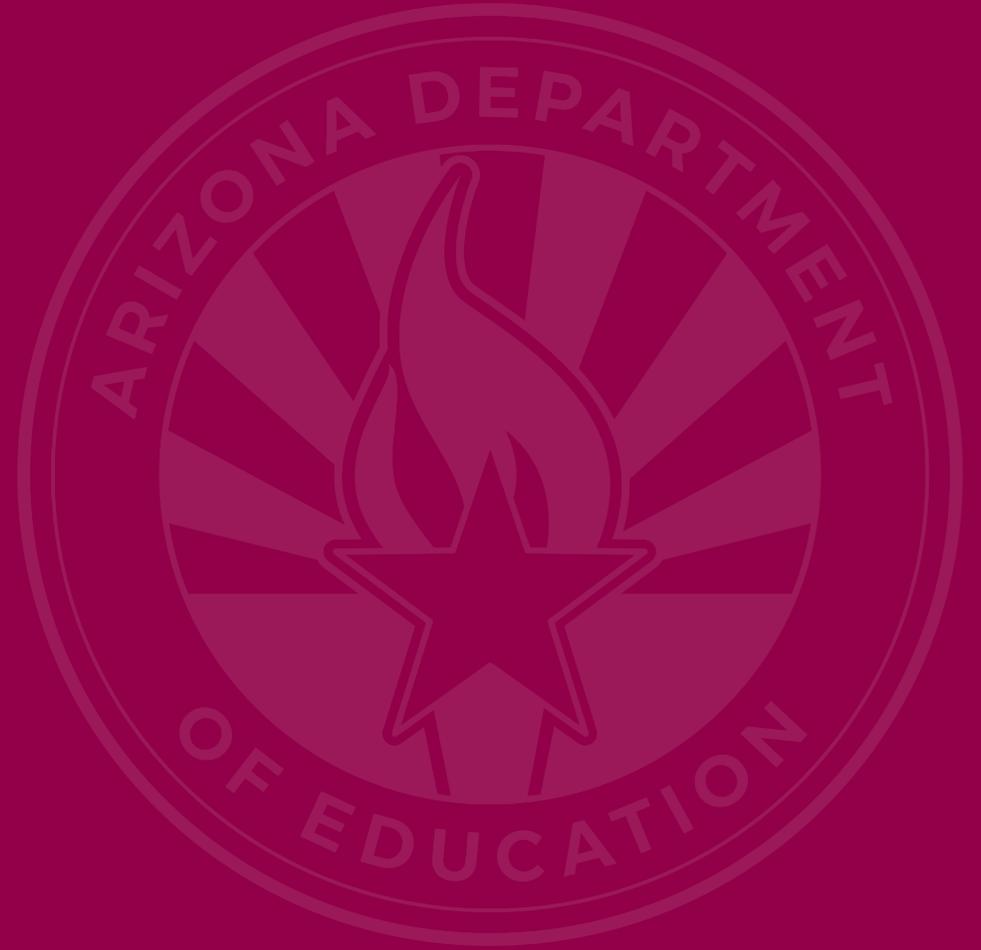

- Please stay muted throughout the presentation.

- 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
    - Permissions for October Data Collection
    - October Data Collection – Phase 1 Due Date
    - October Data Collection – Phase 2 Training Opportunities

- Trending Topics
    - October 1 Use Cases
    - Ancillary Services

- Top 3 Integrity Errors
    - -40069
    - -40004
    - -40076

- Q&A

Reminders

Reminders

Permissions for October 1 Data Collection

- ESS October 1 Data Collection: LEA User
  - Data Entry and Review Only

- ESS October 1 Data Collection: LEA Signer
  - Data Entry, Review, and Certification

October 1 Data Collection – Phase 1 Due Date

- October 1 Data Collection application is open October 2 – November 15

- Verification Count, Personnel Data, and the Electronic Signature are due by **5:00 PM on November 15, 2023**

Please visit our Important Dates Document for a list of upcoming data reporting deadlines.

Reminders

October 1 Data Collection – Phase 2 Training Opportunities

- Virtual Workshop on November 29, 2023, 9:00 -11:00 AM
  - [Register for Zoom link](#)

- In-Person Workshop December 6, 2023, 9:00 – 11:00 AM
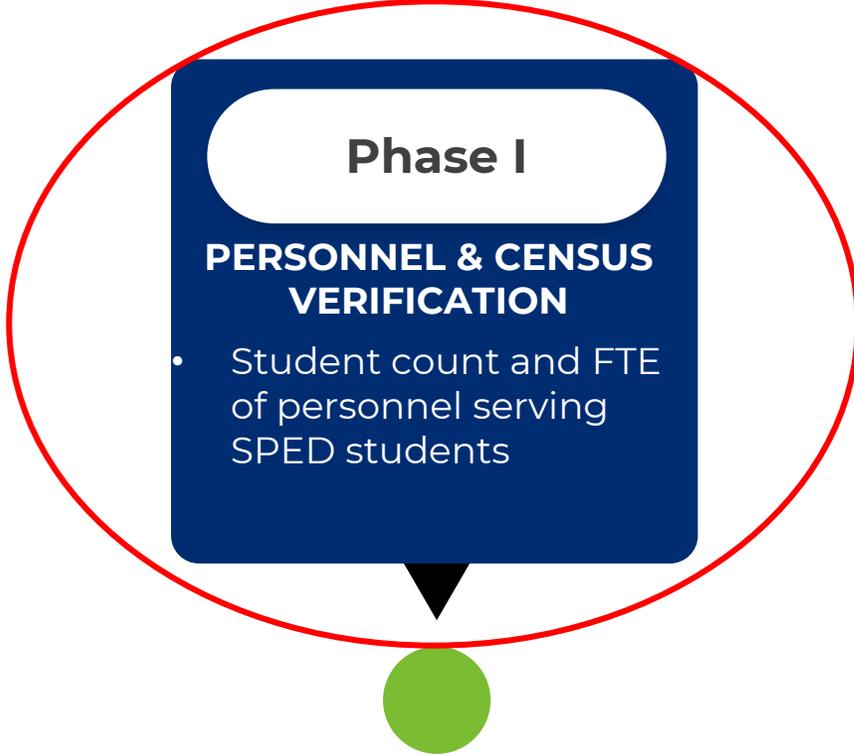 - Register in [ADE Professional Learning and Development](#)

Please visit our [Important Dates Document](#) for a list of upcoming data reporting deadlines.
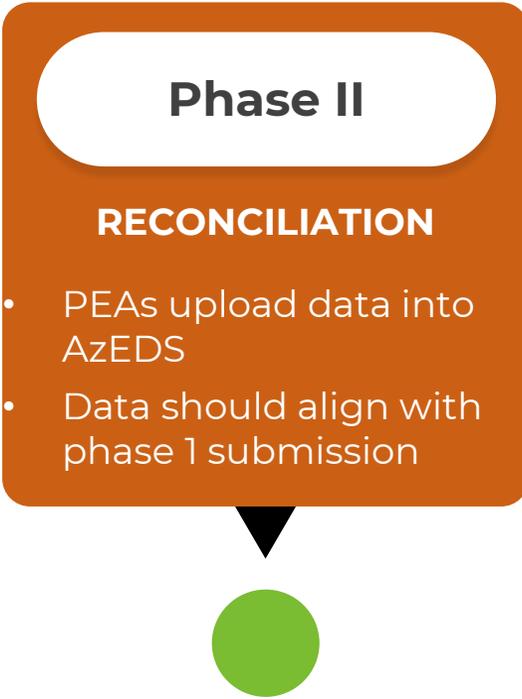
Trending Topics

October 1 Data Collection Flow Chart

Phase I

PERSONNEL & CENSUS VERIFICATION

- Student count and FTE of personnel serving SPED students

Phase II

RECONCILIATION

- PEAs upload data into AzEDS
- Data should align with phase 1 submission
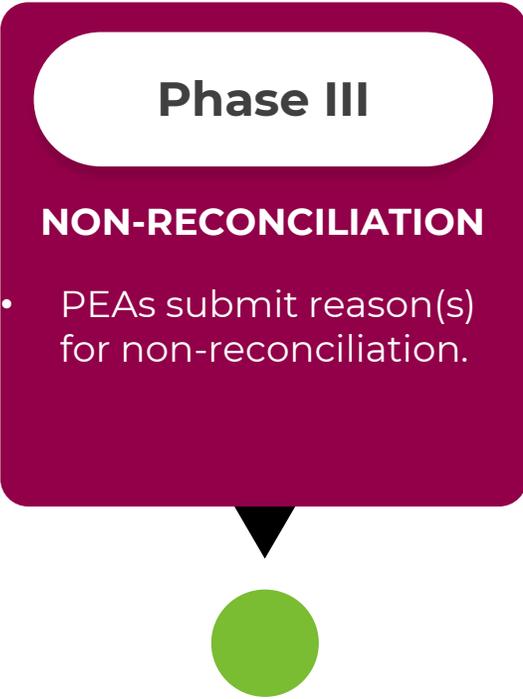
Phase III

NON-RECONCILIATION

- PEAs submit reason(s) for non-reconciliation.

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

Phase II

Reconciliation is due by

January 24, 2024

Phase III

Non-Reconciliation is due by

April 24, 2024

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October 1 Data Collection (ODC) Phase I - Verification

- Step 1:

  - A yearly federal reporting requirement

  - Report an unduplicated count of students ages 3 – 21 receiving SPED services over October 1.

  - Report full-time equivalent (FTE) personnel data for teachers, paraprofessionals, and related service providers.

- Step 2:
  - Complete with an Electronic Signature by the LEA Signer

If October 1 falls on a non-session day - Student is included if

Enrolled on last day school was in session before October 1.

AND

Continued receiving SPED services on the first day school was in session following October 1.

Who counts the student?

The PEA where the student was enrolled PRIOR to October 1.

Data Management Alert: When October 1 Falls on a non-session day.

*Verify the date by using the school calendar approved by ADE found on the AzEDS Portal.

Count of Non-Reconciliation Reasons, FY 2023
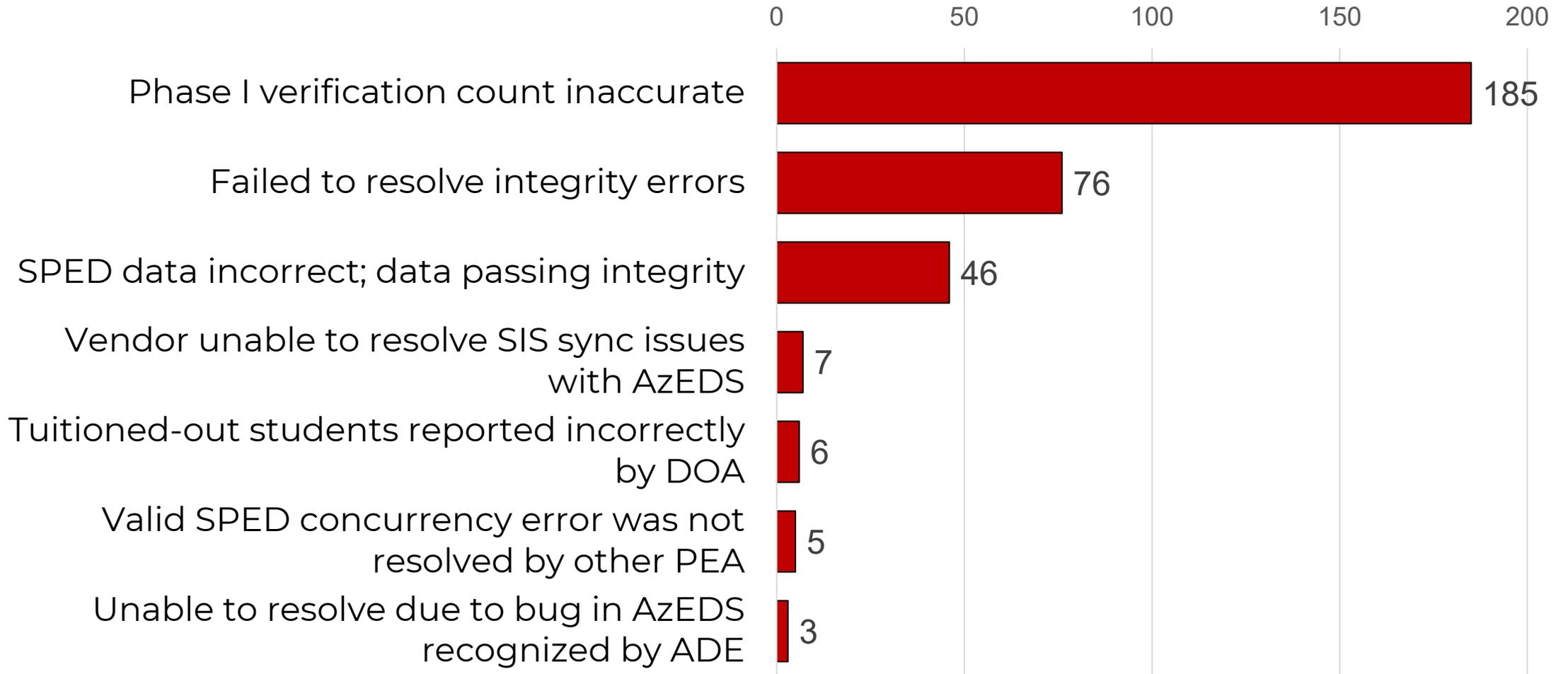
Helpful Tips

- 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 of all students receiving SPED services on October 1
- 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!

Trending Topics – Ancillary Services

- A.R.S. § 15-769 (D)

D. If a pupil with a group B disability **does not receive special education instructional** services but receives at least one ancillary service, the pupil shall be considered a special education pupil for the group B funding. If the category of disability has both a resource and self-contained weight, the pupil shall be classified as in a resource program. For the purposes of this subsection, "ancillary service" means one of the following:

1. Physical therapy.

2. Occupational therapy.

3. Orientation and mobility training.

4. Sign language interpretation services.

5. 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 Services

- Students **NOT** on an IEP

  - Must have a Group B disability
    - Autism
    - Hearing Impairment
    - Multiple Disabilities
    - Multiple Disabilities – Severe Sensory Impairment
    - Moderate Intellectual Disability
    - Orthopedic Impairment
    - Preschool Severe Delay
    - Severe Intellectual Disability
    - Visual Impairment

Trending Topics – Ancillary Services

- Students **<u>NOT</u>** on an IEP

  - Example: Student with severe hearing loss may require sign language interpreter services.

  - Student reporting:

    - Need: HI

    - Identify Need as 'IsAncillary'

    - LRE L: Ancillary services provided for Students not on an IEP.

  - Once reported, student will be funded with applicable Group B weight.

  FY24 SPED Add-On Weights.pdf (azed.gov)

Trending Topics – Ancillary Services

A.R.S. § 15-769 (D)

5. 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.

- Student **on an IEP**
  - Must have a full-time aide intended for the entire school day
  - Must have a group B disability
  - Report applicable Need
  - Identify Need as 'IsAncillary'
  - Report applicable LRE. Do NOT report LRE L

- Once reported, student will be funded with applicable Group B weight.

Trending Topics – Ancillary Services

- A.R.S. § 15-769 (D)

D. If a pupil with a group B disability does not receive special education instructional services but receives at least one ancillary service, the pupil shall be considered a special education pupil for the group B funding. **If the category of disability has both a resource and self-contained weight, the pupil shall be classified as in a resource program**.

Trending Topics – Ancillary Services

Disability	Weight
Multiple Disabilities Severe Sensory Impairment	7.947
Orthopedic Impairment (Self-Contained)	6.773
MD-R, A-R, and SID-R	6.024
MD-SC, A-SC, and SID-SC	5.988
Emotionally Disabled (Private)	4.822
Visual Impairment	4.806
Hearing Impairment	4.771
Moderate Intellectual Disability	4.421
Preschool Severe Delay	3.595
Orthopedic Impairment (Resource)	3.158
DD, ED, MIID, SLD, SLI, and OHI	0.292

K–12	C	**Inside Regular Class less than 40% of the day.** (These are children who received special education and related services outside the regular classroom for more than 60% of the school day.) This may include children placed in self-contained special classrooms with part-time instruction in a regular class; or self-contained special classrooms with full-time special education instruction on a regular school campus.	Yes	Yes	SC
K–12	D	**Public or Private Separate Day School for greater than 50% of the school day.** This may include children placed in public and private day schools for students with disabilities, public and private day schools for students with disabilities for a portion of the school day (greater than 50%), and in regular school buildings for the remainder of the school day, and public and private residential facilities if the student does not live at the facility.	Yes	Yes	SC

Top 3 Integrity Errors

Top 3 Integrity Errors – Steps for Solving

Step 1: Check Integ15 report to figure out the error

Step 2: Pull up the integrity error tool to assist in solving the error

Step 3: Review the relevant reports in the AzEDS portal to locate the issue

Step 4: Make the changes necessary and check the STUD10 and the SPED10 within a few minutes of syncing to AzEDS to see if the data landed as you expected. Integrity will run overnight.

Top 3 Integrity Errors

INTEG15

Student Data Integrity Report

Fiscal Year: 2024

Page: 1 of 1

School Year: 2023 - 2024

Report Date: 10/06/2023 11:54 AM

Data Capture Date: 10/05/2023 8:48PM

School CTDS:

School Name:

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
					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.	

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

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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 valid enrollment due to missing DOR, grade or calendar

- Common Issue At This Time:
  - Gaps in Enrollment and LRE

- Possible Solution:
  - LRE entry and exit dates should fall within enrollment entry and exit dates

Top 3 Integrity Errors

SPED72 – SPED Participation Report ⓘ

PDF CSV Print

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
SLD	07/31/23	05/31/24	Y	N	A	07/31/23	05/31/24	SPED13	P	▓▓▓

STUD10 - Student Data Verification Report

▓▓▓	▓▓▓	▓▓▓	▓▓▓	▓▓▓	▓	E3	▓▓▓	07/31/23	W41	09/06/23	1.50	0
▓▓▓	▓▓▓	▓▓▓	▓▓▓	▓▓▓	▓	R41	▓▓▓	09/11/23	P	05/31/24		

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

Top 3 Integrity Errors

Integrity Error -40004

- Error Message:
  - The Least Restrictive Environment (LRE) code, grade, or need combination does not comply with the Concurrent Need and Least Restrictive Environment (LRE) Code Eligibility matrix

- Common Issue At This Time:
  - LRE's intended for Preschool are being used for Kindergarten

- Possible Solution:
  - Review the Concurrent Need and LRE Code Matrix

Top 3 Integrity Errors

SPED72 – SPED Participation Report ⓘ

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
▓▓▓	▓▓▓	▓▓▓	▓▓▓	▓	▓▓▓	▓	▓▓▓	▓▓	KG	▓	▓▓▓▓	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
DD	07/24/23	05/23/24	Y	N	PD	07/24/23	05/23/24	SPED13	P	▓▓▓

Top 3 Integrity Errors

Integrity Error -40076

- Error Message:
  - SPED Least Restrictive Environment (LRE) Exit Date with Exit Code SPED13 must only be reported on the last in-session day of the reported calendar.

- Common Issue At This Time:
  - Using SPED13 to end SPED and it's not the end of the school year.

- Possible Solution:
  - Choose a different SPED exit code that is relevant to the student leaving SPED or enrollment.
  - Review AzEDS SPED Codes for a refresher on SPED exit codes.

Top 3 Integrity Errors

SPED72 – SPED Participation Report

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	PASS	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
	A	08/03/23	09/21/23	Y	N	A	08/03/23	09/21/23	SPED13	P	

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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