



Special Education Data Dashboard (SEDD)

Technical Assistance Manual

Revised April 2026

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Special Education Data Dashboard (SEDD)

The Arizona Department of Education (ADE) must report special education (SPED) data annually to the federal government. The Special Education Data Dashboard (SEDD) is an application comprised of components that allow Public Education Agencies (PEAs) to securely review their SPED data collected over the fiscal reporting year and certify said SPED data at year-end. This certified data is used to comply with federal reporting requirements.

This manual offers comprehensive information, step-by-step instructions, and resources designed to assist and guide users in completing review, reporting, and certification requirements for SEDD. Additional resources pertaining to this application may be found on our [Special Education Data Dashboard](#) page, while reporting guidance for troubleshooting SPED-related data reported to AzEDS can be found on our [AzEDS SPED Reporting](#) page. Be sure to review the [ESS Important Dates Dashboard](#) for current reporting year timelines in addition to the [School Finance Data Capture Dates](#) for the year-end recalculation date.

Review and Certification Overview

The PEA action requirements for SEDD consist of two phases.

During Phase I, PEAs are expected to review and validate data populating in each of the three components for SEDD: Exit Data, Discipline Data, and Students without Disabilities (SWOD). If data is missing or populating incorrectly, PEAs will review the data on their AzEDS Portal reports and in their student information system (SIS) and make updates where necessary. Data must be passing integrity to populate in the SEDD application, both at the student level (all three sections) and incident level (Discipline and SWOD sections). Phase I closes at the end of the reporting year, coinciding with ADE's year-end recalculation date. After this date, ADE no longer accepts AzEDS syncs for the previous school year.

During Phase II, PEAs will certify their data within the application by providing their electronic signature. The Phase II certification window typically opens seven days after AzEDS closes and will remain open for two weeks. A PEA's SPED Director, Business Manager, Charter Holder, CEO, Superintendent, or an individual with an equivalent title must complete this certification step. This individual must complete certification before

5:00PM on the deadline date to be considered on time. Certifications received on or after 5:00PM on the deadline date are late. After certification, ADE compiles the data from SEDD for federal reporting purposes.

Accessing the SEDD Application

An ADEConnect account and valid permissions are required to access the SEDD application. For appropriate access, individuals must submit a request to their local [ADEConnect Entity Administrator](#), who has the ability to manage ADEConnect users and roles at their organization. Only one of the following two roles should be assigned to any user:

- ESS SEDD: LEA User – Allows user to access the application, review data, and run reports.
- ESS SEDD: LEA Signer – Allows user to access the application, review data, and run reports; this user also has the ability certify data during the certification period. The ESS SEDD: LEA Signer role is designated for the SPED Director, Business Manager, Charter Holder, CEO, Superintendent, or equivalent title.

The SEDD application is accessible within the Exceptional Student Services Portal (ESS Portal). Users will first log in to their ADEConnect account. Next, users will access their ADEConnect applications. When viewing the list of applications, users will locate the district-level entity grouping for their PEA and select the “Exceptional Student Services Portal” link nested below this entity.

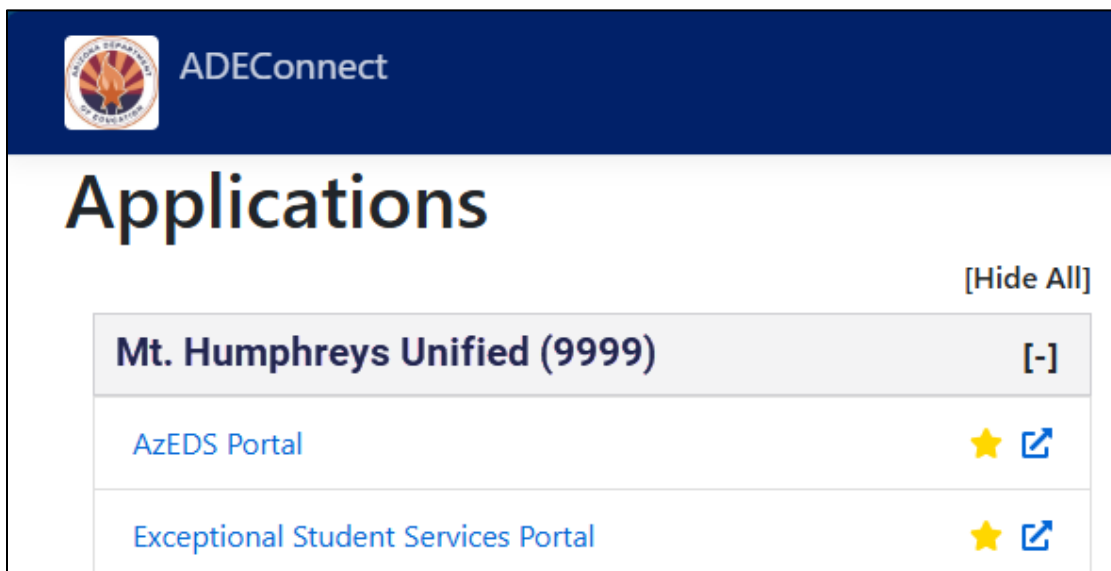


Figure 1: ADEConnect applications list.

Once inside the ESS Portal, users will locate the Data Collection & Reporting section and click the link for “Special Education Data Dashboard.” See Figure 2. If this link is grayed out, the user either does not have the appropriate role assigned to their account or has accessed the ESS Portal from an inappropriate entity level. Many access issues can be resolved by ensuring users enter the ESS Portal using its link nested under the district-level entity.

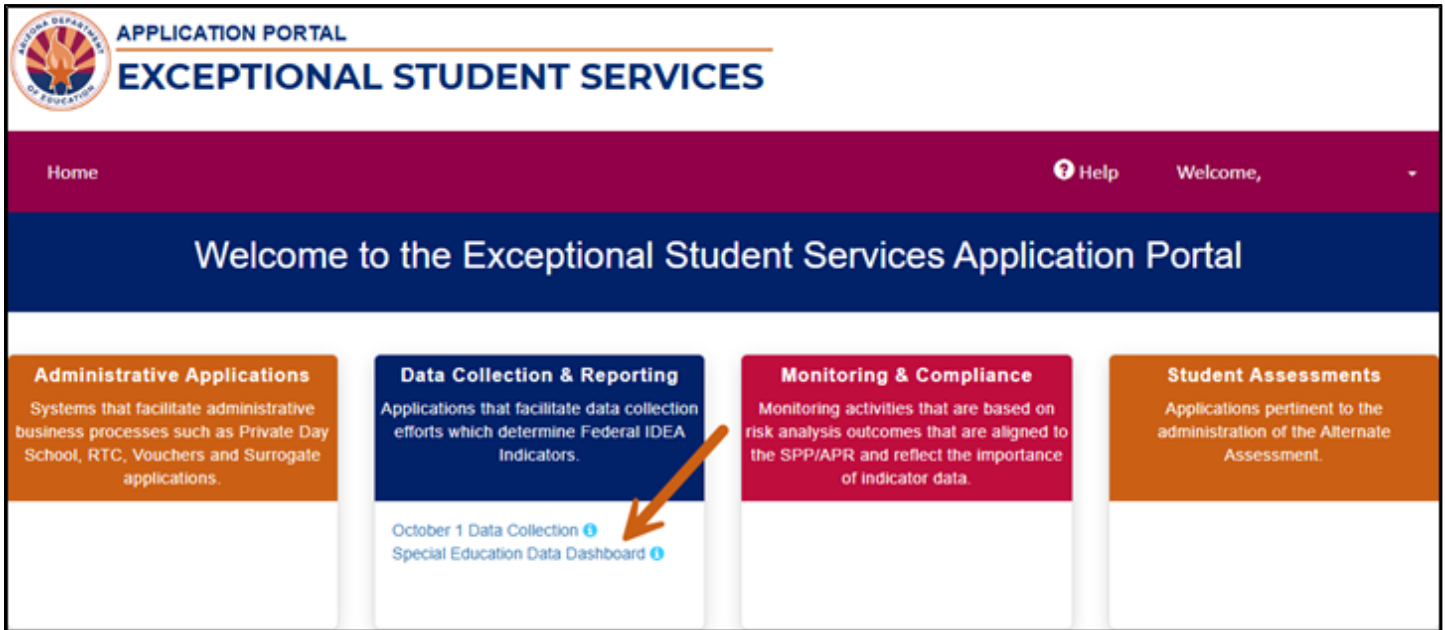


Figure 2: Location of the Special Education Data Dashboard application in the ESS Portal

Inside the Application

When logging into SEDD, users will be greeted by the home page with a list of options available to them in the header menu. The table below presents all the menu options within the application and a brief description of each.

SEDD Application Menu

Option	Description
Home – Home Tab	The homepage of the SEDD application, which presents users with a welcome message, information about the status of the application and submission process

Option	Description
Home – Student Exit Data Tab	Review exit data of students receiving special education services for the current reporting year
Home – Student Discipline Data Tab	Review discipline incident data of students receiving special education services for the current reporting year
Home – Students without Disabilities Tab	Review expulsions of students who were not receiving special education services for the current reporting year
IDEA Data Explorer – Student Exit Data	View current and past exit data of students receiving special education services at the PEA
IDEA Data Explorer – Discipline Data	View current and past discipline incident data of students receiving special education services at the PEA
IDEA Data Explorer – Students without Disabilities	View current and past expulsions of students who were not receiving special education services
Historical Data – Preschool Transition Data	Allows public school districts to review previously submitted preschool transition data for Part C referrals
Historical Data – Historical Students without Disabilities Data	Allows users to review their long-term suspended and/or expelled students for prior years
Reports – Significant Year-to-Year Change Report – Exit	Review year-to-year comparison data for students exiting special education services

Option	Description
Reports – Children with Disabilities Ages 3-5 by LRE	Summarized SPED student data extracted from the October 1 Data Collection, preschool students between the ages of 3 and 5 years old by Least Restrictive Environment.
Reports – Children with Disabilities Ages 5KG-21 by LRE	Summarized SPED student data based on extraction from the October 1 Data Collection, students between the ages of 5 in kindergarten and 21 years old by Least Restrictive Environment.
Reports – Personnel	Summarized personnel data based on extraction from the October 1 Data Collection.
Legacy ADC	Allows users to access archived end-of-year data from the defunct Annual Data Collection application
Legacy Discipline Data	Allows users to access archived discipline data submitted through the defunct Discipline Data Collection application
Help	Directs users to ESS Data Management's Special Education Data Dashboard webpage.
Welcome – ADEConnect	Directs users to the ADEConnect homepage.
Welcome – ESS Portal	Directs users to the Exceptional Student Services Portal
Welcome – Logout	Logs users out of the SEDD application.

Power BI in SEDD

The SEDD application uses Power BI dashboards to display Student Exit Data, Discipline Data, and Students without Disabilities data. Users can interact with the dashboards by selecting filters or clicking within visuals to explore their data. Each dashboard includes a Filters panel, visuals, and a student list, all of which respond to user selections. For more information on using filters and visuals, see the related sections of this manual. For example, more information about Filters found on the Student Exit Data tab are found in the [Home – Student Exit Data Tab section](#).

Hovering the mouse in any section of the dashboard will cause three icons to populate in the upper-right corner of that section. See Figure 3.



Figure 3: Three icons found within Power BI

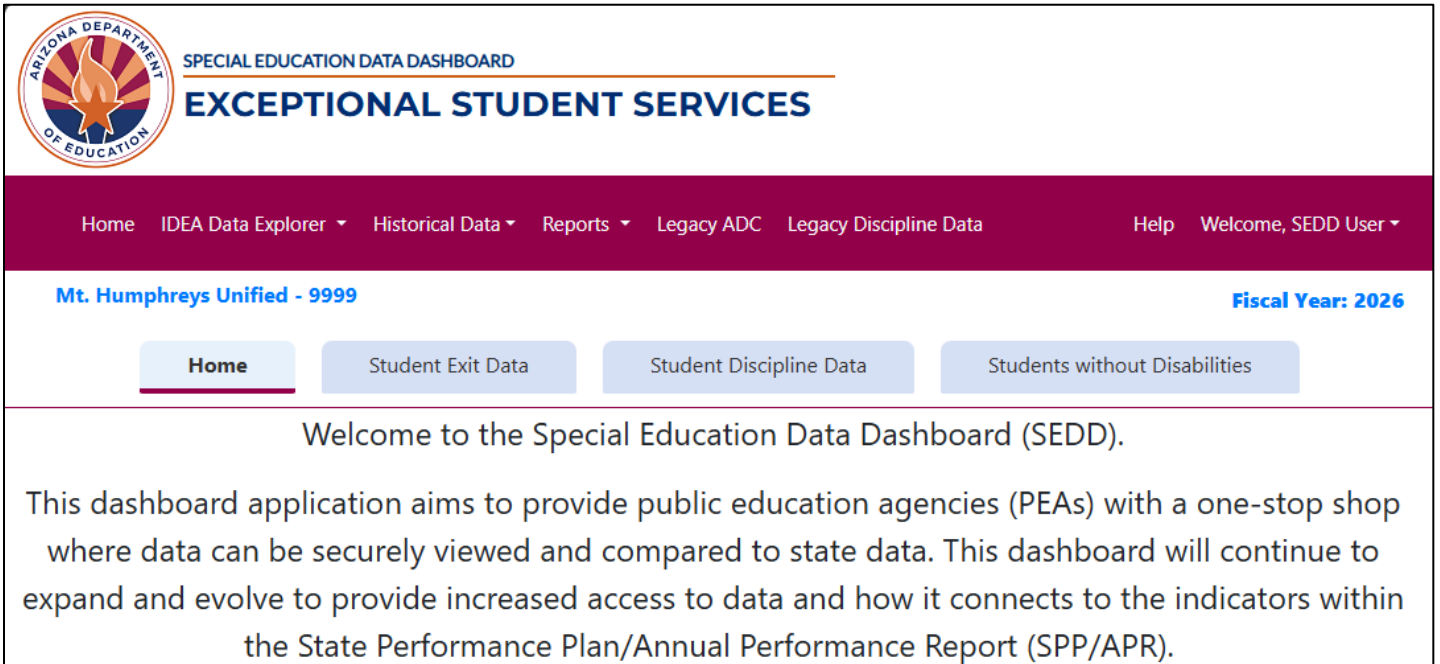
From left to right, those icons are:

- Filters and slicers affecting this visual
 - Useful in identifying which filters are active
- Focus mode
 - Enlarges the selected section, allowing for easier viewing
- More options
 - Export Data
 - Most useful for the “Student List” section. This option allows users to download the list of students shown.
 - Show as a table
 - See the current section as a table
 - Spotlight
 - Highlights the current section
 - Get insights
 - Inactive for SEDD
 - Sort axis
 - Control order in which certain values are displayed

Phase I: Data Reporting and Review

Home – Home Tab

When first logging into SEDD, users will be greeted by the home page with the “Home” tab active. Above the “Home” tab, the name of the PEA along with its Entity ID will populate in the upper left corner. The current reporting year will populate in the upper right corner. The “Home” tab itself provides a general overview of the SEDD application. Here, users will find reminders of SEDD due dates, expectations, and contact information for the ESS Data Management team.



The screenshot displays the Special Education Data Dashboard (SEDD) interface. At the top left is the Arizona Department of Education logo. To its right, the text reads "SPECIAL EDUCATION DATA DASHBOARD" and "EXCEPTIONAL STUDENT SERVICES". Below this is a dark red navigation bar containing links for "Home", "IDEA Data Explorer", "Historical Data", "Reports", "Legacy ADC", "Legacy Discipline Data", "Help", and "Welcome, SEDD User". The main content area shows "Mt. Humphreys Unified - 9999" on the left and "Fiscal Year: 2026" on the right. A row of four buttons is present: "Home" (which is underlined and highlighted in red), "Student Exit Data", "Student Discipline Data", and "Students without Disabilities". Below the buttons, a welcome message states: "Welcome to the Special Education Data Dashboard (SEDD). This dashboard application aims to provide public education agencies (PEAs) with a one-stop shop where data can be securely viewed and compared to state data. This dashboard will continue to expand and evolve to provide increased access to data and how it connects to the indicators within the State Performance Plan/Annual Performance Report (SPP/APR)."

Figure 4 SEDD application home page with the Home tab active.

Home – Student Exit Data Tab

Selecting the “Student Exit Data” tab will display a Power BI dashboard. This dashboard displays all students who meet the requirements for exiting special education services during the current school year. Each PEA is responsible for reviewing and confirming exit data for all students it reports, including students attending PEA-owned schools and those placed in private day schools or residential treatment centers (RTCs) where the PEA is the district of residence and/or responsibility.

The upper half of the Power BI dashboard includes filters and visuals PEAs may find useful to manipulate and view their data, while the lower half will list all the students who meet the criteria for any selections made from the filters and visuals. Leaving the filters and visuals untouched will allow all students who meet the criteria for SPED exit to populate in the Exit Data list below. If no students meet the requirements for special education exit extraction from AzEDS, “No student exit data exists” will populate below the menu tabs.

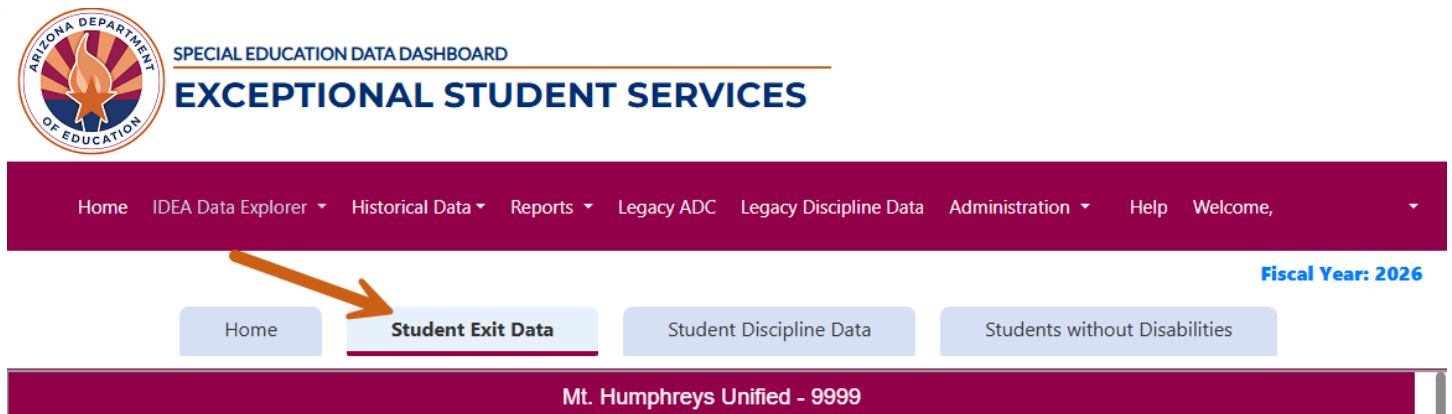


Figure 5: SEDD application home page with the Student Exit Data tab active.

Reviewing Exit Data

Using data submitted to AzEDS, ADE generates a list of students who received special education services under IDEA Part B and exited special education during the current reporting year. The Student Exit Data tab will populate the last known exit for students who:

- Were enrolled in SPED services on the first in-session day as applicable, and
- Were aged 14-21 years over the October 1 child count date, and
- Were exited from SPED with one of the six federally recognized exit categories, and

- Are passing integrity rules related to Membership (ADM), Accountability, Other, and Fed/State SPED

If the PEA finds data to be incomplete, inaccurate, or otherwise missing, we recommend the PEA to utilize the resources available to them to troubleshoot their data. These resources include:

- Resources on the [Special Education Data Dashboard page](#)
 - SPED Exit Flowchart
 - SEDD Technical Assistance Manual
- Guidance and Tools on the [AzEDS SPED Reporting page](#)
 - Matrix: SPED Exit Validation
 - SPED-Related Integrity Rules Tool
- AzEDS Portal Reports
 - SPED74 – Student Exit Data Report
 - SPED72 – SPED Participation Report
 - INTEG15 – Student Data Integrity Report
- In-house Reports
 - PEAs may have internal reports to track and identify their students to see if the student meets all requirements.

The PEA will make corrections to any discrepancies in its SIS and synchronize these corrections to AzEDS. The following day, after the nightly AzEDS process has been run, the PEA can validate the correction, and the review process can proceed. If the PEA believes it has encountered a bug, it should contact the [ESS Data Management inbox](#). The PEA must synchronize any revisions to AzEDS data by the year-end recalculation due date. PEAs should refer to the [School Finance Data Capture Dates](#) to review the timeline for year-end recalculation. We recommend finalizing all changes prior to the recalculation date to ensure all reported data passes integrity.

Filters

A box on the left side of the dashboard contains filters that users can apply to their data. To select more than one filter from a single dropdown menu, users can hold the “Ctrl” key

when clicking each selection. Clicking the “Clear All Filters” button will remove any filters applied from this section. Users can filter their Student Exit Data by:

- Fiscal Year
 - Only the current reporting year is active on this tab
 - No year will populate if the PEA has no qualifying students exiting SPED
- District of Residence
 - Users can only view their own district’s data
 - PEA name will not populate if no qualifying students exit SPED
- School Name
 - Only sites that have qualifying students will populate in the dropdown
 - This may include private day schools and residential treatment centers
- Need
 - Users can filter for all reported primary needs
- Gender
 - Users can filter for all reported genders
- Ethnicity/Race
 - Users can filter for all reported ethnicities/races
- Age
 - Users can filter for all reported ages

Visual – Exit Reason Bar Chart

A bar chart allows users to see how their numbers compare by exit reason. Only exit reasons pertaining to students at the PEA will populate here. Clicking any of the bars will apply a filter to the other visual and student list found below. To have more than one Exit Reason Bar active, hold the “Ctrl” key when clicking a bar. Exit reasons include:

- Transferred to regular education
- Graduated with a regular high school diploma
- Reached maximum age
- Died
- Moved, known to be continuing
- Dropped out

Visual – Disability Category Pie Chart

A pie chart allows users to see comparisons based on the students' federal primary need. Only needs which have been reported to AzEDS as a student's primary need will populate. ADE captures the student's federal primary need at the time of the student's exit. Clicking any of the slices will apply a filter to the other visual and student list found below. To have more than one slice active, hold the "Ctrl" key when clicking the desired slices. Clicking a single slice to highlight it and clicking the slice again will remove the filter from the Pie chart.

Student List

The student list will display all students meeting SPED exit criteria outlined in the [Reviewing Exit Data](#) section above. PEAs will review this list for accuracy and can sort their data for each column. Columns for SPED exit data include:

- DOR ID: The entity ID for the reporting district
- DOR Name: The name of the reporting district
- School ID: The entity ID for the site from which the student is exiting
- School Name: The name of the site from which the student is exiting
- State Student ID: The state identification number for the student
- Student Name: The name of the student exiting SPED services
- Calculated Age for Exit: Student's age as of October 1 (not age at exit)
- Exit Reason: One of six federally recognized reasons for exiting SPED services
- Need: The student's federal primary need at exit
- Ethnicity/Race: Two-character identifier for the student's reported race
- Gender: The student's reported gender
- English Learner Status: Indicates if the student was receiving ELL services at exit
- Tuitioned: Identifies if a student is tuitioned-out to a private day school or RTC

Exit Data Authorization

Authorization for ADE to collect this data is derived from: [P.L. 108-446](#), Sections [618\(a\)\(1\)\(A\)\(iv\)](#) and [618\(a\)\(3\)](#); 34 CFR §§ [300.640](#), [300.641\(b\)](#) through [300.641\(d\)](#), [300.644](#), [300.645](#)

Home – Student Discipline Data Tab

Selecting the “Student Discipline Data” tab will display a Power BI dashboard. The purpose of this dashboard is to show all discipline incidents involving students who were removed from their educational environment while receiving special education services during the current school year. Each PEA is responsible for reviewing and confirming discipline incident data for all sites, including PEA-owned schools, private day schools, and residential treatment centers (RTCs) where a student under their purview attends. The upper half of the Power BI dashboard includes filters and visuals users may find useful to manipulate and view their data, while the lower half will list all incidents that meet the criteria for any selections made from the filters and visuals. Leaving the filters and visuals untouched will allow all incidents that meet the criteria for discipline reporting to populate in the Discipline Data list. If no incidents meet discipline data extraction requirements from AzEDS, “No Discipline Data exists” will populate below the menu tabs.

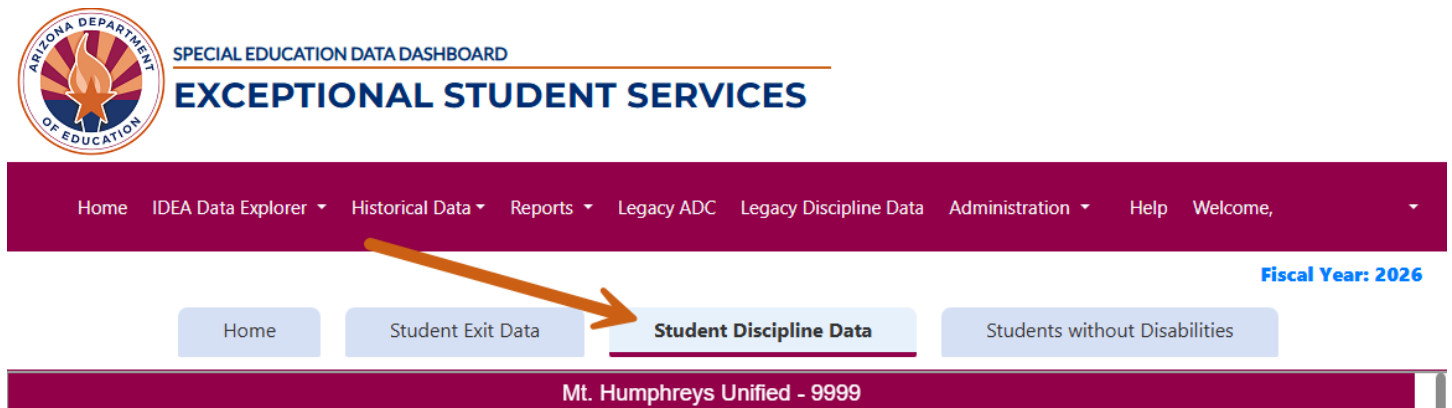


Figure 6: SEDD application home page with the Student Discipline Data tab active.

Reviewing Discipline Data

Using data submitted to AzEDS, ADE generates a list of incidents involving students who were receiving special education services under IDEA Part B who removed from their educational environment during the current reporting year. The Student Discipline Data tab will populate a list of incidents for students who:

- Were receiving SPED services at the time of the incident, and
- Were removed from their educational environment, and
- Are passing integrity rules related to Discipline at the incident level, and

- Are passing integrity rules related to Membership (ADM), Accountability, Other, and Fed/State SPED at the student level.

If the PEA finds data to be incomplete, inaccurate, or otherwise missing, we recommend the PEA to utilize the resources available to them to troubleshoot their data. These resources include:

- Guidance and Tools on the [AzEDS SPED Reporting page](#)
 - Discipline Data Guidance
 - SPED-Related Integrity Rules Tool
- SPED72 – SPED Participation Report in the AzEDS Reports Portal
 - Contains students SPED program data processed through integrity
- INTEG15 – Student Data Integrity Report in the AzEDS Reports Portal
 - List of students who are failing integrity rules. Can filter for rule types.
- DISC72 – Discipline Validation Report in the AzEDS Reports Portal
 - List of all incidents processed through integrity
- INTEG55 – Discipline Incident Integrity Report in the AzEDS Reports Portal
 - List of incidents that are failing integrity rules
- In-house Reports
 - PEAs may have internal reports to track and identify discipline incidents

The PEA will make corrections to any discrepancies in its SIS and synchronize these corrections to AzEDS. The following day, after the nightly AzEDS process has run, the PEA can validate the correction, and the review process can proceed. If the PEA believes it has encountered a bug, it should contact the [ESS Data Management inbox](#). The PEA must synchronize any revisions to AzEDS data by the year-end recalculation due date. PEAs should refer to the [School Finance Data Capture Dates](#) to review the timeline for year-end recalculation. We recommend finalizing all changes prior to the recalculation date to ensure all reported data passes integrity.

Filters

A box on the left side of the dashboard contains filters that users can apply to their data. To select more than one filter from a single dropdown menu, users can hold the “Ctrl” key

when clicking each selection. Clicking the “Clear All Filters” button will remove any filters applied from this section. Users can filter their Student Discipline Data by:

- Fiscal Year
 - Only the current reporting year is active on this tab
 - No year will populate if the PEA has no qualifying discipline incidents
- District of Residence
 - Users can only view their own district’s data
 - The PEA name will not populate if there are no qualifying discipline incidents
- School Name
 - Only sites that have qualifying incidents will populate in the dropdown
 - This may include private day schools and residential treatment centers
- Violation
 - Users can filter all violations/behaviors for qualifying incidents
- Action
 - Users can filter all actions for qualifying incidents

Visual – Violation Pie Chart

This pie chart allows users to see how violation counts for incidents compare within their DOR. Clicking any of the slices will apply a filter to the other visual and student list found below. To have more than one slice active, hold the “Ctrl” key when clicking the desired slices. Clicking a single slice to highlight it and clicking the slice again will remove the filter from the Pie chart. Only violations pertaining to incidents at the PEA will populate here. Violations include:

- Alcohol
- Tobacco
- Serious Bodily Injury
- Use of a handgun
- Use of rifle or shotgun
- Use of more than one handgun/rifle/shotgun
- Any firearm other than a handgun/rifle/shotgun
- Pocket Knife blade less than 2.5 inches

- Drug offense that is not alcohol or tobacco-related
- Dangerous Weapon, not a Pocket Knife with a blade less than 2.5 inches
- Any offense not explicitly mentioned that violates board policy or a law

Visual – Action Pie Chart

A pie chart allows users to see comparisons based on the type of removal action for the discipline incident. Clicking any of the slices will apply a filter to the other visual and student list found below. To have more than one slice active, hold the “Ctrl” key when clicking the desired slices. Clicking a single slice to highlight it and clicking the slice again will remove the filter from the Pie chart. Only removal actions pertaining to incidents at the PEA will populate here. Actions include:

- Expulsion
- In School Suspension
- Out of School Suspension
- Pupil reassignment to an alternative education program in school
- Pupil reassignment to alt education program out of school
- Pupil reassignment to alternative to suspension program in school
- Pupil reassignment to alternative to suspension program out of school
- Removal by Hearing Officer for Likely Injury to Self or Others
- Unilateral removal to an Interim Alternative Educational Setting

Discipline Data List

The Discipline Data list will display all discipline incidents meeting the criteria outlined in the [Reviewing Discipline Data](#) section above. PEAs will review this list of accuracy and can sort their data for each column. Columns for Discipline Data include:

- DOR ID: The entity ID for the reporting district
- DOR Name: The name of the reporting district
- School ID: The entity ID of the site where the incident occurred
- School Name: The name of the site where the incident occurred
- Incident ID: Unique identifier for the incident
- Incident Date: Date on which the incident occurred
- State Student ID: The state identification number for the student

- Student Name: The name of the student involved in the discipline incident
- Violation:
- Action ID:
- Action
- Action Start Date:
- Action End Date:
- Total Days Removed:
- Services Declined:
- StudentIncidentRawResultID

Authorization: P.L. 108-446, Sections 618 (a)(1)(A)(v), 618 (a)(1)(D), 618 (a)(1)(E), 618 (a)(3), and 618 (d)(1)(C); 34 CFR §§ 300.640, 300.641(b)–300.645

Home - Students Without Disabilities Tab

Selecting the “Students without Disabilities” tab will display a Power BI dashboard. This dashboard displays all discipline incidents resulting in expulsion for students who were not receiving SPED services at the time of expulsion during the current school year. Each PEA is responsible for reviewing and confirming discipline incident data for all sites, including PEA-owned schools, private day schools, and residential treatment centers (RTCs) where a student under their purview attends.

The upper half of the Power BI dashboard includes filters and visuals users may find useful to manipulate and view their data, while the lower half will list all incidents that meet the criteria for any selections made from the filters and visuals. Leaving the filters and visuals untouched will allow all incidents that meet the criteria for this section to populate in the SWOD Data list below. If no incidents meet SWOD data extraction requirements from AzEDS, “No SWOD Data exists” will populate below the menu tabs.

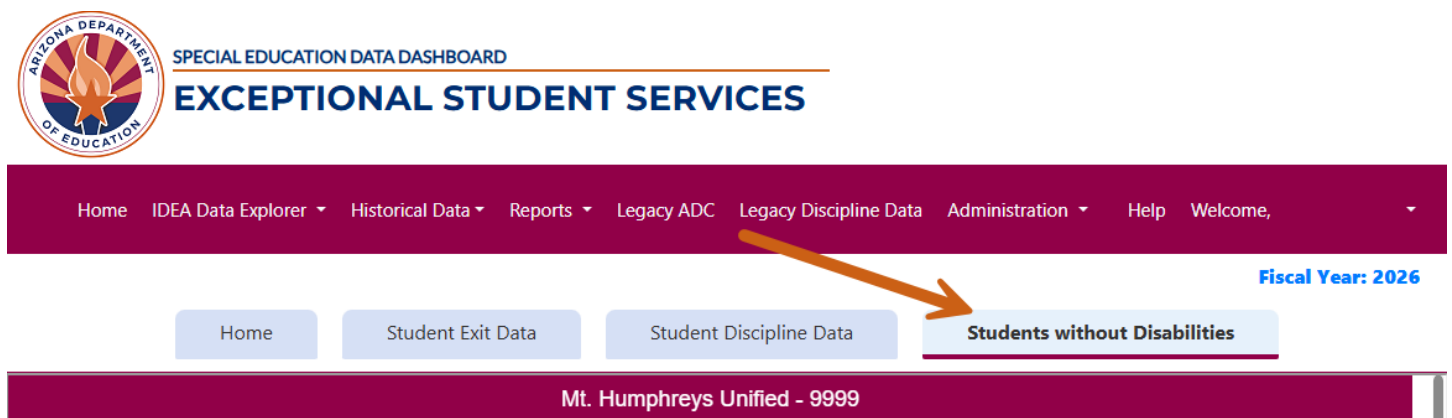


Figure 7: SEDD application home page with the Students without Disabilities tab active.

Reviewing Students without Disabilities Data

Using data submitted to AzEDS, ADE generates a list of incidents resulting in expulsion for students who were not receiving SPED at the time of the expulsion during the current reporting year. The Students Without Disabilities tab will populate a list of incidents for students who:

- Were expelled, and
- Not receiving SPED services at the time of the expulsion, and
- Are passing integrity rules related to Discipline at the incident level, and
- Are passing integrity rules related to Membership (ADM) and Accountability, Other, at the student level.

If the PEA finds data to be incomplete, inaccurate, or otherwise missing, we recommend the PEA to utilize the resources available to them to troubleshoot their data. These resources include:

- Guidance and Tools on the [AzEDS SPED Reporting page](#)
 - Discipline Data Guidance
 - SPED-Related Integrity Rules Tool
- SPED72 – SPED Participation Report in the AzEDS Reports Portal
 - Contains students SPED program data processed through integrity
- INTEG15 – Student Data Integrity Report in the AzEDS Reports Portal
 - List of students who are failing integrity rules. Can filter for rule types.
- DISC72 – Discipline Validation Report in the AzEDS Reports Portal
 - List of all incidents processed through integrity
- INTEG55 – Discipline Incident Integrity Report in the AzEDS Reports Portal
 - List of incidents that are failing integrity rules.
- In-house Reports
 - PEAs may have internal reports to track and identify discipline incidents.

The PEA will make corrections to any discrepancies in its SIS and synchronize these corrections to AzEDS. The following day, after the nightly AzEDS process has run, the PEA can validate the correction, and the review process can proceed. If the PEA believes it has encountered a bug, it should contact the [ESS Data Management inbox](#). The PEA must synchronize any revisions to AzEDS data by the year-end recalculation due date. PEAs should refer to the [School Finance Data Capture Dates](#) to review the timeline for year-end recalculation. We recommend finalizing all changes prior to the recalculation date to ensure all reported data passes integrity.

Filters

A box on the left side of the dashboard contains filters that users can apply to their data. To select more than one filter from a single dropdown menu, users can hold the “Ctrl” key when clicking each selection. Clicking the “Clear All Filters” button will remove any filters applied from this section. Users can filter their Students Without Disabilities Data by:

- Fiscal Year

- Only the current reporting year is active on this tab
 - No year will populate if the PEA has no qualifying expulsion incidents
- District of Residence
 - Users can only view their own district's data
 - The PEA name will not populate if the PEA has no qualifying expulsion incidents
- School Name
 - Only sites that have qualifying incidents will populate in the dropdown
 - This may include private day schools and residential treatment centers
- Services Received
 - Users can filter "Yes" or "No"

Visual – Students by School Name Bar Chart

This pie chart allows users to see how their numbers compare by violations. This chart will only populate sites from which a student has been expelled. Clicking any of the site bars will apply a filter to the other visual and student list found below. To have more than one site active, hold the "Ctrl" key when clicking a bar. Clicking a site bar and clicking that bar again will clear this filter.

Visual – Services Received Pie Chart

A pie chart allows users to see comparisons based on the whether the PEA provided educational services to the applicable students after expulsion. Clicking any of the slices will apply a filter to the other visual and student list found below. To have more than one slice active, hold the "Ctrl" key when clicking the desired slices. Clicking a single slice to highlight it and clicking the slice again will remove the filter from the Pie chart.

SWOD Data List

The SWOD Data list will display all discipline incidents meeting the criteria outlined in the [Reviewing Students without Disabilities Data](#) section above. PEAs will review this list for accuracy and can sort their data for each column.

Columns for Discipline Data include:

- DOR ID: The entity ID for the reporting district
- DOR Name: The name of the reporting district

- School ID: The entity ID for the site from which the student was expelled
- School Name: The name of the site from which the student was expelled
- State Student ID: The state identification number for the student who was expelled
- Student Name: The name of the student who was expelled
- Services Received: Denotes whether educational services were provided

Phase II: Certification

The purpose of the certification step is for the SPED director, business manager, charter holder, CEO, superintendent, or equivalent title to provide attestation regarding the data submitted and displayed on behalf of the PEA for the reporting year. ADE obtains this by having PEAs submit an electronic signature.

The “Certify” button appears on the SEDD homepage during the certification window and is only visible to users with the “ESS SEDD: LEA Signer” ADEConnect role. Refer to the [Accessing the SEDD Application](#) section for more information regarding roles and access. Clicking the “Certify” button will take authorized users to the certification page. The name of the signer accessing the page will auto populate. The signer will then select their appropriate title from the dropdown menu and enter any comments (optional) about their data in the comment box. Please communicate any significant issues with your SEDD data to the ESS Data Management team in advance. The signer will then click the checkbox to attest to each of the listed items and finally click “Submit Signature” to complete the certification process.

The signer will receive an email confirmation shortly after completing the certification step. A copy of the SEDD certification will be accessible from the Home page of the application.

PEAs must complete certification prior to 5:00PM on the due date to be on time.

Certifications received on or after 5:00PM on the due date are late.

IDEA Data Explorer

Student Exit Data

This section is an expanded version of the [Home – Student Exit Data Tab](#), with the same filters and visuals available for use. This page will show the current year’s data, in addition to data for all prior years. The Power BI dashboard will load with all available Fiscal Years selected.

Student Discipline Data

This section is an expanded version of the [Home – Student Discipline Data Tab](#), with the same filters and visuals available for use. This page will show the current year’s data, in addition to data for all prior years. The Power BI dashboard will load with all available Fiscal Years selected.

Students without Disabilities Data

This section is an expanded version of the [Home – Students Without Disabilities Tab](#), with the same filters and visuals available for use. This page will show the current year’s data, in addition to data for all prior years. The Power BI dashboard will load with all available Fiscal Years selected.

Historical Data

Historical Preschool Transition Data

IDEA 2004 established a requirement that all children who participated in the Arizona Early Intervention Program (AzEIP) under Part C must be ensured a smooth and effective transition to Part B. Indicator 12 in the State Performance Plan (SPP) reports the percentage of children referred by Part C before the age of three who are found eligible for Part B and who have an IEP developed and implemented by their third birthday or were found not eligible by their third birthday. The compliance goal for this indicator is set at 100%.

- Only include children who have reached their third birthday between July 1–June 30 of the reporting year.
- Only include children for whom the school district received a PEA notification.
- Do not include a child if parents opted out of the process at any point after the referral.

- Do not include children who previously received services from AzEIP whose parents chose not to pursue district preschool services.

This page remains in the SEDD application for PEA's to review prior years data.

Historical Students without Disabilities Data

Prior to the 2025-2026 reporting year, SWOD data was extracted from AzEDS using the W3 enrollment exit code. This page allows PEAs to review their SWOD data from prior years.

Reports

Significant Year-to-Year Change Report – Exit Data

This Power BI dashboard allows users to see how their Student Exit data compares year over year, broken down by categorizations that ADE is required to report to the Office of Special Education Programs (OSEP). This report is informational. Flags on this report are to help you identify significant changes by a count of 50 or more, or a change in 20% or more.

Filters in this report include:

- Fiscal Year
 - “Current Year” will always refer to the active reporting year in the application.
 - The “Current FY Count” column in the report is based on the year in this selection.
 - The “Previous FY Count” column is based on the year prior to the Fiscal Year selected
- District of Residence
 - You will only see your own DOR here.
- Section Code
 - View the different parameters and breakdowns ADE is required to report data to OSEP
- Flag
 - Filter data based on whether a given row has been flagged
- Search
 - Manually enter search parameters
 - Useful for viewing SPED exit reasons

Children with Disabilities Ages 3-5 by LRE.

This report provides a breakdown of a PEA’s students, ages 3-5 in preschool, by Least Restrictive Environment (LRE). All data presented is from the finalized October 1 Data Collection.

Children with Disabilities Ages 5KG-21 by LRE

This report provides a breakdown of a PEA's students, ages 5–21 in kindergarten through grade 12, by Least Restrictive Environment (LRE). All data presented is from the finalized October 1 Data Collection.

Personnel

This report provides a breakdown of a PEA's staff who provide special education services to its students. All data presented is from the finalized October 1 Data Collection. For detailed information on the terminology and data entry process, the Personnel instructions are accessible via the October 1 Data Collection application.

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Legacy ADC

The Annual Data Collection (ADC) application was used for year-end data review and certification for fiscal years 2022 and prior. This application is no longer supported but remains available for a PEA to review its submissions for prior years.

Legacy Discipline Data

The Discipline Data Collection (DDC) application was a platform that PEAs used to submit their discipline incident data for fiscal years 2023 and prior. This application is no longer supported but remains available for a PEA to review its submissions for prior years.

Frequently Asked Questions

Exit Data

What if the data populated in the SEDD application does not appear correct?

Review the information in the [Reviewing Exit Data](#) section of this document, which outlines exit requirements and helpful resources. Keep in mind that data populating in SEDD is based on the prior day's AzEDS submissions after integrity processing.

When can I make the current year's special education exit data corrections in AzEDS?

Any time before the data capture deadline for statewide recalculation for the reporting year. Corrections after this time require ESS approval for inclusion in federal reporting and may not be visible in downstream applications. Please refer to the [Important Dates](#) to review the timeline specific to AzEDS.

Why are there times when the exit data cannot be verified for accuracy?

There may be instances when a PEA cannot verify the accuracy of their exit data because of "unduplication," which refers to an action recorded by a PEA that supersedes a similar action by a second PEA. For example, the exit data extract reports a student's last known exit status in the current reporting year. Suppose a student exits special education at one PEA as "moved, known to be continuing," and later in the same reporting year. In that case, the student is reported at a different PEA as "graduated with a regular high school diploma," that student will be reported as graduated under the second PEA and will not be reported as moved at the first PEA.

How are tuition-out students accounted for in the exit report?

Within the special education participation transaction in AzEDS, a tuition-out student will be reported with the district/school of attendance (DOA) Entity ID number as a private day school, RTC, Arizona State School for the Deaf and Blind (ASDB) campuses, head start, or public consortium and the district of residence (DOR) CTDS as the PEA in which the student resides. If reported correctly in AzEDS and meeting the exit data extraction criteria, post-integrity data will be extracted and reported aggregately within the Exit Report under the "Tuitioned-Out School" that will appear on your PEA school list.

Discipline

What if the data populated in the Special Education Data Dashboard application does not appear correct?

Review the information in the [Reviewing Discipline Data](#) section of this document, which outlines discipline incident requirements and helpful resources. Keep in mind that data populating in SEDD is based on the prior day's AzEDS submissions after integrity processing.

Where can I find reporting guidance on disciplinary incidents in AzEDS, including definitions?

The Discipline Data reporting guidance can be found on the [AzEDS SPED Reporting web page](#) in the "Reporting Guidance" section.

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