



# Special Education Director Call

November 20, 2012



# Congratulations

- Linda Turner has been promoted to South Dakota State Special Education Director
- Melissa Flor has been named Assistant Special Education Director



# New Program Representative

- Beth Schiltz has joined our team from Title I
  - Duties: Data and Accommodations
  - Region 3 Representative (previously Linda Turner)
  - Direct Line is 605-773-4257
- Linda Turner's position working with alternate assessment will be advertised soon



## Congratulations Cathy

- Cathy Grubb was awarded the **Outstanding Award in Transition Services** for the Vocational Rehabilitation Governor Awards on October 15, 2012
- Cathy is a special education teacher in Belle Fourche and coaches Special Olympics.





## Congratulations – James Hartwell

- He received the Governor's Award for **OUTSTANDING EMPLOYEE WITH A DISABILITY**
- James works for Northwest Area Schools, a Multi-District/Educational Cooperative and teaches Computer Aided Drafting and Computer Aided Manufacturing and Architectural Drawing classes.





# Child Count

- **December 1 falls on Saturday** - Student's IEP meeting needs to be held on or before Friday, Nov. 30, and the student needs to receive services on or before the 30<sup>th</sup> in order to be included on child count.
- The Effective Date in Campus should reflect the day the student begins receiving services not when a meeting was held.
- If the student is found eligible on the 30<sup>th</sup> but does not start services until after December 1, they should not be counted on child count.

# Child Count December, 2012

- Unduplicated count of all children with disabilities ages 3 – 21 receiving special education and related services according to an individualized education program (IEP) on the count date.



# The Child Count Report

- A Child Count report will be mailed to each district starting December 10th. You do not need to send in your own report, we will send you one.

DECEMBER CHILD COUNT																										
DECEMBER 1, 2011																										
state ID	student Name	Gender	Race	DOB	AGE	grade	Flagged	setting	OT	PT	PS	CS	SW	AS	RS	HS	SP	TS	AT	Other	OR	status	Dis.	School #		
Alpena 36-1																										
Alpena Elem																										
106232077	claus, santa	M	HI	12/25/2000	10	06	0	0100																A	550	02
083458231	sample2, student	M	TR	01/12/2002	9	4	0	0140																F	530	02
Private School																										
095809016	Goofy, Duck	F	HI	01/14/2003	8	01	1	0315																A	530	98
Total Student Count: 3																										

# Child Count Signoff Sheet

**must** be signed and returned to the DOE by January 15th

## *December 2011 Child Count Totals by Category and Disability*

### **Alpena 36-1**

Placement Code	500	505	510	515	525	530	535	540	545	550	555	560	565	570	
Placement Category	Deaf Blind	Emot. Dist.	Cog. Dis.	Hearing Imp.	Spec. Learn	Multi Dis.	Orth. Impair.	Visual Loss	Deaf	Speech Lang.	Other Health	Autism	Traum Brain Inj.	Dev. Delay	Total
0100 - General Class with Modifications 80-100%	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1
0110 - Resource Room 40-79%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0120 - Self-Contained Classroom 0-39%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0130 - Separate Day School	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0140 - Residential Facility	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
0150 - Home/Hospital	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0310 - EC 10 hrs +, services in EC	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0315 - EC 10 hrs +, services in other location	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
0325 - EC less than 10 hrs, services in EC	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0330 - EC less than 10 hrs, services in other location	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0335 - Separate Class	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0345 - Separate School	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0355 - Residential Facility	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0365 - Home	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0375 - Service Provider Location	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>

The numbers include out of district placements. Any corrections to the data **MUST** be made at the individual student level in Infinite Campus and a new report will need to be run. Please contact Laura Ellenbecker at 605-773-4727 or [Laura.Ellenbecker@state.sd.us](mailto:Laura.Ellenbecker@state.sd.us) if you have any changes or questions.

\_\_\_\_ I declare and affirm that the child count report by our district as of December 1, 2011 is accurate and correct according to federal and state regulations and as referred to in ARSD, Chapter 24:05:17.

\_\_\_\_\_  
School Superintendent/CEO/Special Education Director Signature

\_\_\_\_\_  
Date Signed

# Child Count

On the Enrollment Tab , the following Special Ed Fields must be completed.

<input type="checkbox"/> Title I Vocational	<input type="checkbox"/> Title I Health/Dental/Eye Care	<input type="checkbox"/> Title I Math
<b>Special Ed Fields</b>		
Effective Date 08/22/2012 	Special Ed Program B: Severe Disabilities ▼	Special Ed Category 0110: Resource Room 40-79% ▼
	Primary Disability 505: Emotional Disturbance ▼	Multiple Disability 1 <input type="text"/>
	Multiple Disability 2 <input type="text"/>	Multiple Disability 3 <input type="text"/>
	Multiple Disability 4 <input type="text"/>	Multiple Disability 5 <input type="text"/>
End Date <input type="text"/> 	Exit Code <input type="text"/>	

## Things to check if a student doesn't show up on your child count report

- Make sure the student has an active special ed record on December 1<sup>st</sup>. Sometimes if there is a change in IEP, the old record gets ended but a new record does not get put in. If a student shows up twice make sure the 1<sup>st</sup> record has an end date.
- The special ed fields may not have rolled over from the previous year. You will need to re-enter the information into this year's enrollment record.

# Things to check if a student doesn't show up on your report

- Any student under the age of 3 or over the age of 21 will not be on the report.
  - Birth date errors are common. If you need to change the birth date, you will need to go into the **Identities** tab to make the change. You do not need to create a new Identity, just change the current one to reflect the correct birthdate.
- If the student is an out of district placement but they are not on your report, you will need to check with the facility or district they are attending to make sure they are entered into Infinite Campus correctly.

# Child Count

## Out of District Placements for Students with Disabilities

- If a student with disabilities is placed out of their home district, the district in which they are actually placed and attending must enter an enrollment record for the student into Infinite Campus.
- If your district is paying for the placement of a student with disabilities in another district, the Enrollment Status field should be P: Tuition Paid by District or C: Contracting Student in order for the student to be included in the resident district's Child Count.
- If the student attends your district 25% of the time and Children's Care 75%, the student will show up twice on your Child Count. If this is a true reflection of their enrollment, call and we'll manually remove one record from your Child Count.

# Child Count

**State Reporting Fields**

<b>*Resident District</b>	<b>*County</b>	<b>Citizenship</b>	
Alpena 36-1: 36001	Jerauld	1: US Citizen	
<b>*Serving (Attending) District</b>	<b>Enrollment Status</b>	<b>*Percent Enrolled</b>	<b>Absent Days</b>
Childrens Care Sch: 49316	P: Tuition Paid by District	100	

This student is being served at Childrens Care with the resident district paying tuition. This student will be included in their resident district's Child Count.

The Serving/Attending district is responsible to enter the enrollment record into Infinite Campus.

# Child Count (cont.)

The resident district can also have an enrollment record in Infinite Campus in order to track the student but the Percent Enrolled field should be updated to 0 (zero) as shown below.

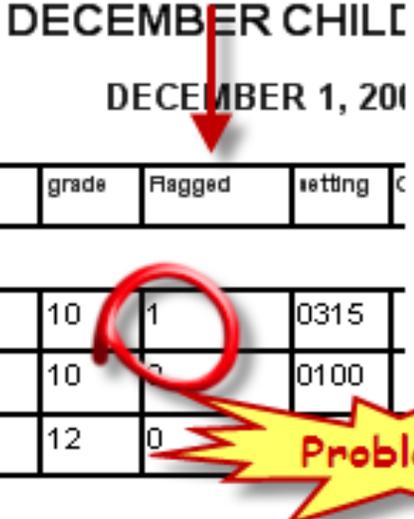
State Reporting Fields			
<b>*Resident District</b>	<b>*County</b>	<b>Citizenship</b>	
Alpena 36-1: 36001	Jerauld	1: US Citizen	
<b>*Serving (Attending) District</b>	<b>Enrollment Status</b>	<b>*Percent Enrolled</b>	<b>Absent Days</b>
Childrens Care Sch: 49316	P: Tuition Paid by District	0	

# What is the “Flagged” Column?

- If there is a “1” in this column on your report, that means there is a problem with the setting code in the next column of the Child Count report. The setting code is the Special Ed Category in the enrollment record.

DECEMBER CHILD									
DECEMBER 1, 201									
State ID	Student Name	Gender	Race	DOB	AGE	grade	Flagged	setting	C
<b>Alpena 36-1</b>									
074105600	Duck, Donald	F	WH	03/07/1987	20	10	1	0315	
071139688	Student, Sample	M	WH	07/10/1992	15	10	0	0100	
055490523	Williams, Chili	M	WH	10/19/1986	21	12	0		

**Total Student Count: 3**



# Child Count (cont.)

Special Ed Category

- 0100: General Class with Modifications 80-100%
- 0110: Resource Room 40-79%
- 0120: Self-Contained Classroom 0-39%
- 0130: Separate Day School
- 0140: Residential Facility
- 0150: Home/Hospital
- 0310: EC 10 hrs +, services in EC
- 0315: EC 10 hrs +, services in other location
- 0325: EC less than 10 hrs, services in EC
- 0330: EC less than 10 hrs, services in other location
- 0335: Separate Class
- 0345: Separate School
- 0355: Residential Facility
- 0365: Home
- 0375: Service Provider Location

If the student is ages 6-21 years old you must use the 0100 categories.

If the student is ages 3-5 years old you must use the 0300 categories, even if the student is in Kindergarten.

# Child Count Report in Infinite Campus

- This report will NOT include your out-of-district placements

The screenshot displays the Infinite Campus software interface. At the top, there are dropdown menus for 'Year' (12-13), 'District' (Alpena 36-1 (36001)), 'School' (All Schools), and 'Calendar' (All Calendars). Below these are tabs for 'Index', 'Search', and 'Help'. On the left is a navigation tree with 'SD December Child Count Report' selected. The main content area has a blue header 'SD December Child Count Report' and a green text box explaining the report: 'SD December Child Count is an unduplicated count of all children with disabilities ages 3-21 receiving special education and related services according to an individualized education program (IEP) on Dec. 1 each year when Effective Date is null. If an Effective Date is entered, child count data will represent data as of effective date. Data will be pulled for the Year selected in the main toolbar'. Below this, there are fields for 'Extract Format' (set to CSV) and 'Effective Date' (set to 09/05/2012). A red arrow points from the 'System Administration' folder in the left tree to the 'Effective Date' field. A 'Generate Extract' button is located below these fields. To the right is a 'Select Districts' list box with 'Alpena 36-1' selected. Below the list box, it says 'CTRL-click and SHIFT-click for multiple'.

# Contact Information

- Child Count and Special Ed Enrollment Fields in Infinite Campus:
  - Laura Ellenbecker
  - 605-773-4727
  - [laura.ellenbecker@state.sd.us](mailto:laura.ellenbecker@state.sd.us)
- Specific IEP Information:
  - Please contact your SD Dept of Education regional special education representative

# Private School Child Count

- Used for Federal Reporting of Child Count
- Proportionate Share funding
- All students, who are eligible, are placed on the count whether receiving services or not.
  
- Spreadsheet can be found at
- [http://doe.sd.gov/oess/sped\\_idea.aspx](http://doe.sd.gov/oess/sped_idea.aspx)
- Submit to [Alicia.Schoenhard@state.sd.us](mailto:Alicia.Schoenhard@state.sd.us)



# New Form and Process



**No Grandma,  
Listen,  
Double-click the Internet  
Explorer Icon.**



# Implementation

- All districts will fully implement the new Prior Notice forms by January 1, 2013
  - TA will be provided on new forms for 12-13 school year
  - Forms will be reviewed for compliance beginning in the 13-14 year



# Annual Review/Annual IEP Dates

- **24:05:27:08. Yearly review and revision of individual educational programs.** Each school district shall initiate and conduct IEP team meetings to periodically review each child's individual educational program and, if appropriate, revise its provisions. An IEP team meeting must be held for this purpose annually. The review shall be conducted to determine whether the annual goals for the student are being achieved. The individualized education program shall be revised, as appropriate, to address: any lack of expected progress toward the annual goals and in the general curriculum, if appropriate; the results of any reevaluation conducted; information about the student provided to, or by, the parents; the student's anticipated needs; or other matters.



# IEP End Date

- Consistency is key, apply policy district-wide:
  - \*\*Best Practice\*\*
    - End date as last day services are provided on:
      - Start Date: 11/20/12 – End Date: 11/19/13
    - Less Preferred --
      - End date as day services are no longer provided:
        - Start Date: 11/20/12 – End Date: 11/20/13
        - Could be used, however must make sure new IEP in effect on the End Date of previous IEP



# Annual Review/Annual IEP Dates

- **24:05:30:04. Prior notice.** Written notice which meets the requirements of § 24:05:30:05 must be given to the parents five days before the district proposes or refuses to initiate or change the identification, evaluation, or educational placement of the child or the provision of a free appropriate public education to the child. The five-day notice requirement may be waived by the parents.



# Method 1

<b>Annual Review Date</b>	<b>5 days to Implementation</b>	<b>IEP Start Date</b>	<b>IEP End Date</b>
9-2-12	9-7-12	9-7-12	9-6-13
9-1-13	9-6-13	9-6-13	9-5-14
8-31-14	9-5-14	9-5-14	9-4-15
8-30-15	9-4-15	9-4-15	9-3-16

- Does not exceed Annual Review Date
- Does not exceed IEP End Date
- Build in 5 days to implement every year



## Method 2

<b>Annual Review Date</b>	<b>5 days to Implementation</b>	<b>IEP Start Date</b>	<b>IEP End Date</b>
9-2-12	9-7-12	9-7-12	9-6-13
8-28-13	9-2-13	9-2-13	9-1-14
8-23-14	8-28-14	8-28-14	8-27-15
8-18-15	8-23-15	8-23-15	8-22-16

- Method discussed at IEP Workshops
- Annual Review Date does not exceed next year IEP start date



## Method 3

Similar to Method 1 but 5 days waived one year

Annual Review Date	5 days to Implementation	IEP Start Date	IEP End Date
9-2-12	9-7-12	9-7-12	9-6-13
9-1-13	9-6-13	9-6-13	9-5-14
8-31-14	8-31-14 (waived)	8-31-14	8-30-15
8-25-15 (build in 5 days)	8-30-15	8-30-15	8-29-16

- Does not exceed Annual Review Date
- Does not exceed IEP End Date
- Build in 5 days to implement every year



## AVOID – Example 1

<b>Annual Review Date</b>	<b>5 days to Implementation</b>	<b>IEP Start Date</b>	<b>IEP End Date</b>
<b>9-2-12</b>	9-7-12	9-7-12	9-6-13
<b>9-6-13</b>	9-6-13	9-6-13	9-5-14

- Annual Review Date has exceeded one year
  - Must meet within one year of previous Annual Review Date – 9-1-13



## AVOID – Example 2

Annual Review Date	5 days to Implementation	IEP Start Date	IEP End Date
9-2-12	9-7-12	9-7-12	9-6-13
9-1-13	9-1-13 (waived)	9-1-13	<b>8-31-14</b>
8-31-14	9-5-14	<b>9-5-14</b>	9-4-15

- Annual IEP lapsed
  - Must have new IEP in place by the end of the previous year IEP – 9-1-14



# Annual Review/Annual IEP Dates

- Make sure the Annual Review date does not exceed 1 year
- Make sure the IEP end date and next IEP start date does not exceed one year
- Assume the 5 days will not be waived when planning meetings and IEP start date
- If 5 days is waived, adjust Annual Review date and/or IEP start day for next year



## FAQ's

- Prior Written Notice must be given prior to dropping a student from enrollment for 10 absences? (The 10 day drop.)
- YES, because dropping the student from enrollment results in a discontinuation of the IEP, which constitutes a change in the provision of FAPE.



# Preschool



## Indicator 7 Progress Monitoring Change in Guidelines

- Evaluation timeline for students turning 6 years old
  - BDI-2 exit assessment will be administered within 90 calendar days prior to a student's 6th birthday or upon exiting Part B 619 services. If the student's 6th birthday occurs during *July or August* the BDI-2 may be completed within 30 calendar days prior to the end of the LEA's current school year.
    - Change will take place 2012-2013 school year
    - "Current school year" is school specific and will be identified through submission of calendar if verification is needed at any time
    - Changes to the Battelle Q&A have been posted [http://doe.sd.gov/oess/documents/sped\\_BattelleQA.pdf](http://doe.sd.gov/oess/documents/sped_BattelleQA.pdf)
    - Any question can be directed to [Wendy.Jarvis@state.sd.us](mailto:Wendy.Jarvis@state.sd.us)



## Transition from Part C to Part B – Ind 12

- Pulling Scores forward from Part C

- Evaluations

- Evaluations must be within 6 months prior to transition in order to pull forward the results
  - The team must agree no changes have occurred and evaluations are still valid
- Part B completes a PWN for consent stating the scores will be pulled forward and obtain parent signature, then follow IEP process as you would for any child turning 3
- All students receiving Part C services must be evaluated to determine if they continue to qualify for services, regardless of disability category
- IEP must occur 30 days after eligibility is determined
  - If you are determining eligibility at the IFSP meeting, the IEP must be held within 30 days
- IEP effective date must be on or after the students 3<sup>rd</sup> birthday. IFSP is in effect until the student turns 3.
  - If a student is referred to Part C close to their 3<sup>rd</sup> birthday and an IFSP is not developed, IEP services must begin on or after the students 3<sup>rd</sup> birthday and their information will go on Indicator 11 as an initial evaluation.



## Transition from Part C to Part B – Ind 12

- Pulling Scores forward from Part C evaluations  
Cont...
  - Progress Monitoring
    - If a child is receiving less than 6 months of service in Part C before the transition, those scores can be used for progress monitoring transition.
      - When using Part C entry scores as transition scores please document in the BDI system this way: Program Note 1 Entry Part C; Program note 2 transition
    - If student receives more than 6 months a new BDI must be administered for transition or exit.



## Stakeholder Group – Indicators 7, 11, & 12

- Please send me an email if you are interested in participating in the stakeholder call by December 7<sup>th</sup>, 2012
  - [Wendy.Jarvis@state.sd.us](mailto:Wendy.Jarvis@state.sd.us)
- Discussion Topics
  - Indicator 6 – setting targets and writing improvement activities
  - Indicator 7 – BDI data collection and improving child outcomes
  - Indicator 11 – Initial Evaluations
  - Indicator 12 – Transition Evaluations Part C to Part B



# Transition



# Coming In January 2013

- Online 2 Credit Course through University of South Dakota
- SPED 593: College and Career Ready: Preparing Students with Disabilities Using Secondary Evidence Based Practices
- Class will be based on Indicator 14 document:  
<http://doe.sd.gov/oess/documents/Ind14Book.pdf>



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# Assessment



# FYI: Budget Planning

- Curriculum and Instructional materials for the new alternate assessment will all be available online beginning spring 2013
  - Teachers may want to print materials, many materials are in color, depending on district printing policy may want to budget additional printing expenses



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# Professional Development



# Data Manager Training

- Follow this link to sign up for pre-recorded training sessions [http://www.riversidepublishing.com/BDI2\\_training/](http://www.riversidepublishing.com/BDI2_training/)
- If you are new to the BDI system it is important that you participate in this training

## DataManager Training

The *DataManager* training will cover setting up your hierarchy and adding staff. In addition, for examiners who assess children and record their assessment data on the paper protocol, instructions for entering that assessment data into the *DataManager* for scoring and reporting will be covered.

- Training 1: Setting up the *DataManager* hierarchy
- Training 2: Adding staff and children to *DataManager*
- Training 3: Entering assessment data into *DataManager*
- Training 4: Reports and exports in *DataManager*



# Statewide RTI Conference/ Annual Summer Conference

- June 3-5, 2013
- Pierre's Best Western Ramkota
- Featuring:
  - Wayne Callender, Partners for Learning
  - Dr. David Hulac, USD School Psychology
  - Susan Hall, Author of *I've DIBEL'd, Now What?* and founder of 95 Percent Group
- Registration information will be sent out at a later date



- The Family Resource Guide provides information on local, state, and national resources available to meet the needs of South Dakota families raising children and youth with disabilities and/or special health care needs.
  - Online at <http://www.sdparent.org/>
  - Spanish version also available
  - Contact [sdpc@sdparent.org](mailto:sdpc@sdparent.org) or 1-800-640-4553



# Teachers In The News

Please submit any newspaper articles or television coverage of special education teacher and personnel newsworthy activities or events.



## Congratulations Amy and Wake Up Central

- Miss Heuston attended the CEC Conference at Chamberlain last March where she heard about Canton's coffee shop. She applied for and was approved for a self-advocacy mini-grant, and she sold the concept to her building/district administrators last spring.
  - <http://www.keloland.com/videoarchive/index.cfm?VideoFile=121101wakeupcentral>
- Thank you Kim and your students in Canton for inspiring another teacher.



# Next Sped Directors LiveMeeting

**December 18, 2012**

**10:00 CST**

**Join the meeting log on to:**

<https://www.livemeeting.com/cc/stateofsd/join?id=Sped&role=attend>

Meeting ID: Sped

Entry Code: (none required)

**Telephone conferencing**

Toll-free: +1 (866) 410-8397

Participant code: 6057738195