

**To:** Local Educational Agency Representatives, Special Education System Vendors, and Student Information System Vendors

**From:** California Department of Education – CALPADS Team and Special Education Division

**Date:** December 18, 2018

**Subject:** CASEMIS to CALPADS (C2C) TRANSITION UPDATES

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## **Proposed process for enrolling private school students in 2019-20**

In preparation for the transition of the California Special Education Management Information System (CASEMIS) into CALPADS in 2019-20, the C2C team is proposing the following solution for capturing enrollment records for private school students on Individualized Service Plans (ISPs) because in order to submit special education data for a student a Statewide Student Identifier and Student Enrollment (SENR) record will be required CALPADS:

- Creation of a new Non-ADA Enrollment Status Code (50)
- Creation of a new Private School Group Entity Code (0000002) for each local educational agency (LEA) and independently reporting charter school.

## **Determining the District of Special Education Accountability**

The guidance in the CALPADS Data Guide on how to determine the District of Special Education Accountability (AKA District of Residence in CASEMIS) will be updated to reflect the following (changes are reflected in italics):

The District of Special Education Accountability (DSEA) for a student with an Individualized Education Program (IEP) is defined to be either of the following:

- The district of GEOGRAPHIC residence, if any of the following conditions apply:
  - The student's parents or guardians reside in the same district in which the student is receiving special education instruction and related services.
  - The student is placed outside of his/her district of geographic residence through the IEP process.

*or:*

- A district OTHER THAN the district of geographic residence, if any of the following conditions apply:

- The student has a formal inter-district transfer agreement under Education Code 63600. (The DSEA = the county/district code of the district to which the student has transferred.)
- The student attends a charter school. (The DSEA = the school code of the charter.)
- The student is a ward of the court and housed in a juvenile court, court/community school, or licensed children's institution. (The DSEA = the county/district code of the district or COE serving the student while the student is incarcerated or institutionalized.)
- The student is a ward of the court and housed in an adult correctional facility (e.g., a county jail). (The DSEA = the county/district code of the district that was last responsible for the student's IEP.)

*The District of Special Education Accountability (DSEA) for a private school student with an Individualized Service Plan (ISP) is defined to be:*

- *The public school district in which the private school is located.*

## **Determining the LEA responsible for maintaining an enrollment in CALPADS for a student with disabilities**

The LEA responsible for submitting and maintaining an enrollment record for a student with disabilities in CALPADS is the district that provides the majority of special education instruction and related services (District of Service). In cases where a student is attending school at a district, but is receiving special education-related services (e.g. speech only) at another district or county office of education, then the District of Service would be the district where the student is attending school. The district or county office providing the special education-related service only would be a service provider. In cases where a student is referred to another district or county office program where they receive both instructional and special education-related services under a local agreement, that district or county office becomes the District of Service and therefore is responsible for submitting and maintaining an enrollment record in CALPADS for that student. The referring district is the District of Special Education Accountability (aka District of Residence). If a student transfers to a district under an inter-district transfer, the district of special education accountability becomes the receiving district.

## **Collection of restraint and seclusion data in 2019-20**

Assembly Bill 2657 was signed into law on September 30, 2018. This bill requires LEAs to submit data on incidents of restraint and seclusion on an annual basis. LEAs will additionally be required to submit these data for any students that the LEA has sent to a nonpublic nonsectarian certified school. The CDE is currently reviewing the potential options for the collection of these data. The bill specifies that the data collected would mirror the data the LEAs currently submit in the Office of Civil Rights Data Collection (OCRDC). Once the specifications and requirements have been finalized, LEAs will be notified.

December 18, 2018

Page 3 of 3

## **Charters that report with their authorizing districts in CALPADS but are LEAs for special education services**

In order to streamline the data submission and certification process once the transition of CASEMIS data has been made to CALPADS in 2019-20, it will be necessary for all charter schools who are LEAs for the purposes of special education to report all data in CALPADS independently. Charters who fall into this category will be notified directly and will be required to fill out the Charter School Reporting Status Form in May of 2019.

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