

To: SELPA Directors
From: State SELPA Forms Committee
Subject: 2020-21 Forms Updates and Manuals
Date: August 17, 2020

The State SELPA Forms Committee has submitted changes for two forms for the 20-21 school year. These changes were submitted to SEIS, Faucette Micro Systems, and Siras. SELPAs using Faucette Micro Systems or SIRAS should communicate directly with their vendor regarding the implementation of these and/or other changes.

SEIS is in the process of implementing these changes and sending out notifications of update.

Attached to this email you will find the two forms which have been revised. There is a redline/highlighted version and final pdf of each. The changes to the forms include:

Changes to BIP:

The Behavior Intervention Plan - Analysis, Part II Functional Factors were updated based on feedback from the field to list Sensory, Escape, Attention, and Tangible. For data retention purpose, any data currently in a student's Future IEP/ BIP was transferred as indicated below:

Automatic Reinforcement moved to Sensory
Avoid moved to Escape
Access moved to Tangible
Other moved to Attention

As this data transfer is not perfect, it is recommended that SEIS users verify and review the functions at the next IEP where the BIP is reviewed to ensure that data is in appropriate Functional Factors.

Changes to Program Setting:

The United States Department of Education has changed from calculating LRE based on age groups to using grade level. Students in Transitional Kindergarten/Kindergarten, regardless of age, will no longer be included in the "Preschool Program Setting" but will be counted in the "Program Setting" (school-age group), which requires a percentage of time in regular education be entered. Students graded Preschool will continue to be included in the "Preschool Program Setting."

All references to TK/K have been removed from the “Preschool Program Setting” and language for “Program Setting” now includes TK/K, removing Age 6 references.

Regarding CALPADS reporting, if information in IEPs which have already been held is not updated, no error will be generated in the Fall 1 certification. However, LEAs may want to amend IEPs to correct this information prior to the October 7, 2020 Fall 1 reporting date. If amending, LEAs should use the first day of TK/Kgn as the date of the amendment with Program Setting and percentages added.

Also, please find the updated 2020 version of the Forms Manuals, original and supplemental. No changes, other than date, have been made to the supplemental manual. The manuals are being sent as pdf, but if you require a redline version, please contact us. These manuals are considered as general guidance to the field. For SELPAs with their own procedural manuals or policies/procedures, please consider whether or not you will disseminate the manuals.

Lastly, if any errors are found within the manuals or if questions or feedback arise, we ask that the SELPA Director bring the item to the attention of the forms committee. Similarly, if any users within your SELPA have items for the committee to consider for future changes, the SELPA Director shall email the item to the Forms Committee for consideration on a future agenda.