

September Data Newsletter

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Important Updates

LEAs (Local Educational Agencies) that are new members of the El Dorado Charter SELPA for the 2021-22 school year will be unable to submit transactions from SEIS to CALPADS until the CALPADS roll-over process is complete. The estimated date for this completion is Tuesday, September 24, 2021.

The El Dorado Charter SELPA is currently seeking applicants to join our Data Team! Do you know someone who would be interested in joining the SELPA team? EDCOE is now hiring two Program Technicians. Positions are in Placerville, CA. Please check us out on Edjoin.org! <https://www.edjoin.org/Home/DistrictJobPosting/1467858>

Timelines and Due Dates

CENSUS DAY - October 6, 2021

Fall 1 Submission window opens.

Did You Know...

A Few Words About CALPADS



The Special Education data certified in the CALPADS Annual Submissions are used as the basis for funding calculations within various State and Federal programs (IDEA, DataQuest, LCFF). The data maintained in the CALPADS Operations Data Store (ODS) is used for the purpose of creating accountability metrics (Disproportionality, Sig Dis, CDE (California Department of Education) Monitoring) and statewide assessment registration (CAASPP/ELPAC).

Accurate data and the ability to meet certification deadlines are all relevant to the fiscal health of your charter school. Consistently reviewing and submitting your transactions from SEIS to CALPADS is the first step to ensuring data accuracy and integrity, as well as adhering to meeting compliance requirements.

How to Avoid CERT 132

Submission: Fall1

Status: Active

Severity: Fatal

An error is triggered when a student enrolls in an LEA/District and does not have an associated SPED (Special Education) record reported, but has an active SPED plan from a previous LEA. This typically occurs when a student transfers and the receiving LEA fails to submit a SPED record for the student. The process for avoiding CERT 132 is to **Identify, Adopt, and Submit**.

Two valuable tools in CALPADS for monitoring your SPED students are the CALPADS Accountability and Monitoring Reports 16.7 and 16.8.

CALPADS User Roles Required for Access:

- Fall 1 Reports
- EOY 4 Reports

Reach out to your CALPADS administrator to add permissions/roles if necessary.

Monitoring Report 16.7 – Students with Disabilities – Monitoring Counts

Description: Total count of enrolled students with an Active SPED plan in the LEA. Of these students, it reports the number of students with a Late Plan Review (Annual) and/or Eligibility Evaluation (Triennial) Meeting. It also reports the number of students aged 16-22 with an Active IEP, and of those students the number with and without Transition Goals. The report will use the most recent active SPED record, even if the SPED record is from another LEA/SELPA.

Monitoring Report 16.8 – Students with Disabilities – Monitoring Student List

Description: Detail of student enrolled in LEA/District's CALPADS, with an Active IEP that had at least one Late Plan Review or Eligibility Evaluation Meeting. It also includes students with a Part B Initial and/or Part C Initial Evaluation where 60 days elapsed from receipt of parental consent before they were evaluated.

How students are included in 16.7 and 16.8: When your LEA/District has claimed a Special Education Student's SSID number (a reported enrolled student) the student will appear in these reports. These lists should be cross referenced with your SEIS directory of students to ensure the student's most recent IEP has been adopted and the dates of reported meetings are correct.

Adoption of the most recent SPED record: This is done either by adopting the last transaction in SEIS (see Transferred Students on your SEIS dashboard in CALPADS Alerts) or completing the initial CALPADS affirm process for IEPs held outside of the SEIS system. A "How to" on this process is available in your *SEIS Training Materials: Training Materials > Admin Materials > Transferred Students-Adopting IEPs and Amendments*

Submitting Adoption Transactions to CALPADS: Generating transaction reports in SEIS and submitting these weekly will keep your data in CALPADS up to date. This will reduce the amount of time cleaning up your records during reporting windows and should reduce the number of "late" meetings on your monitoring reports. As the CDE becomes more vigilant in their compliance monitoring, implementing this practice can make a significant difference to your data integrity.

For more information on CERT132 click [here](#).

Best Practices

Be Knowledgeable

Know your Team:

- **SEIS Management:**
 - Who is overseeing the daily maintenance of transfers, teacher requests and timelines?
- **SEIS to CALPADS Submissions:**
 - Who is submitting SEIS data to CALPADS through the API and correcting validation errors?
- **CALPADS Coordinator:**
 - Who is this at your LEA? This person is responsible for the assignment of users and training of all LEA staff accessing CALPADS.
- **Data Stewards:**
 - Who is reviewing the data? Hint: The best answer is “All the above and more.”
- **SELPA Program Technician:**
 - Who is your Program SELPA Program Technician? We are here to assist you with your data reporting and provide training in SEIS/CALPADS.

Know the Special Education Submission Process:

- Attend trainings.
- View CALPADS training PowerPoints <https://csis.fcmat.org/resources-repository#CALPADSResources>,
- Watch CALPADS YouTube on training and “how to” videos <https://www.youtube.com/CSISCALPADSTrainingChannel>
- Align timelines with your CALPADS coordinator
- If you are a new user, please contact your SELPA Program Technician to get you started!

Resources

[Visit the El Dorado Charter SELPA Website](#)

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