October 2022 Data Newsletter

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Important Updates

The El Dorado SELPAs data team will be attending the SEIS Codestack Conference October 12-14, 2022. Please expect a delay in response to all correspondence received while we are attending this conference.

Timelines and Due Dates

Fall 1 – Census Day

The Fall 1 submission window opens on October 5, 2022. The CDE will use the Fall 1 data that LEAs *approve* by the Fall 1 deadline, December 16, 2022, for the First

Principal Apportionment (P–1) calculations, even if the submission has not yet been approved by the Special Education Local Plan Areas (SELPAs).

Time management is critical for Fall 1 due to school holidays. See the suggested milestones below and incorporate your school's holidays as they apply in order to meet deadlines.
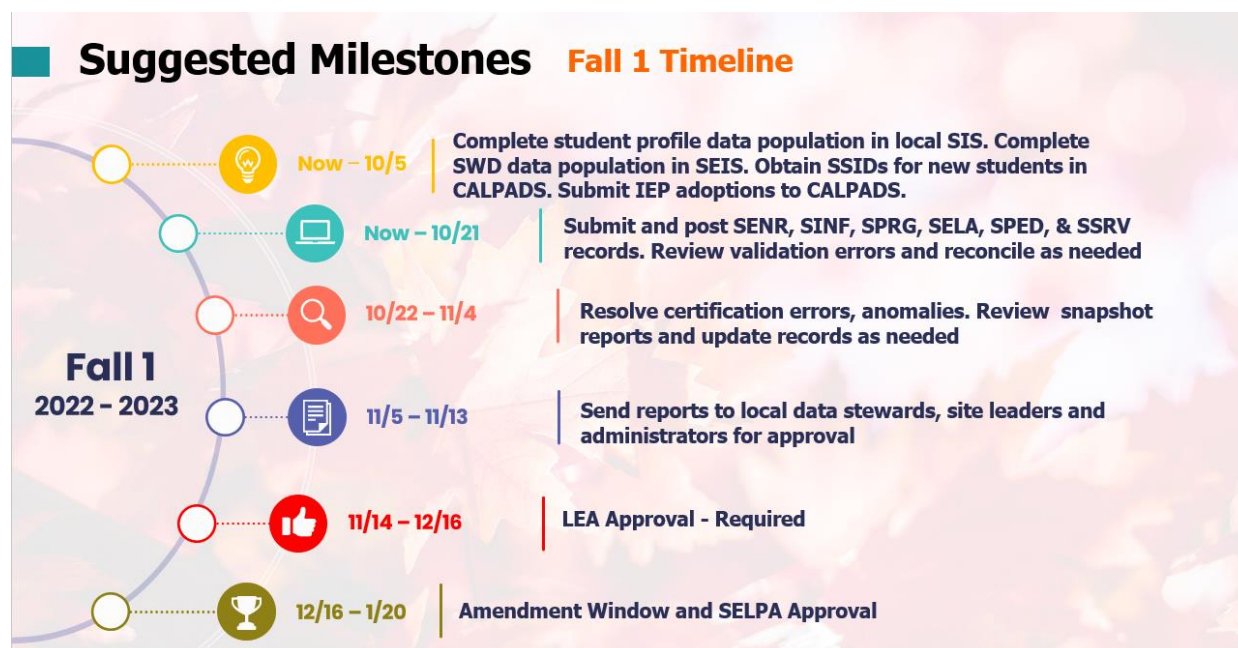
Did You Know…

Individual Service Plan (ISP)

When a student receives academic instruction from a private school but receives special education services from a school district where the private school is located, an ISP is created (Plan Type 200.) The student is required to be enrolled in a private school in the SIS and CALPADS.

When a student with an ISP transfers enrollment from a private school to a public school, the student is eligible for special education, although the provision of services will be different. The ISP must be reaffirmed as an IEP for the public school to submit an adoption to CALPADS. This eliminates the chance of receiving CERT160- Missing Private School enrollment record for Education Plan Type Code 200 (ISP).

Once the record is affirmed as an IEP, the interim placement offer can be created. The IEP team should consider data collection and assessment in order to inform the student's present levels, goals, and services moving forward. The team should update the IEP to the extent possible at the 30-day meeting.

When should a student's eligibility status be changed in SEIS?

Student record transfers should remain in the eligibility status received with very few exceptions.

- <u>Changing records from Eligible to Pending –</u> only in the event this is an old SEIS record and the student had been previously exited from a non-SEIS school.
- <u>Changing records from Eligible to DNQ –</u> This triggers an error. Eligible students should not be marked DNQ/Not Providing Services. They can only be exited from special education. If a student is found no longer eligible after assessment and IEP team meeting, the student should be exited using Code 70- no longer eligible, returned to regular education. If the parent revokes consent for services in writing, then the student should be exited using Code 78.-parent withdrawal. If student was accidentally marked 'Eligible' change their status back to Pending.

If an eligible student record was requested and the student does not enroll, your LEA needs to drop the student record -Exit code 76. **Do not DNQ the student record or DNR. A school requesting the record will receive the record in the wrong status**.

When requesting record transfers in SEIS, please review the status plan type- if the record says "exited" code 70, the student is *no longer eligible*. If you request a record for a student who is not eligible, the student record will appear in your Pending students. It is also best practice to review the student's SPED status in CALPADS.

Best Practices

Data Reporting- Preparing for Fall 1- Census Day

SEIS data stewards should be working with their LEA CALPADS administrator to ensure that all enrollment has been reported to CALPADS. We are seeing an abundance of GERR transaction errors in SPED reporting due to lack of enrollment. If you have created a transaction for a student who did not enroll, you will need to DNR (do not report) the transaction and add a comment that the student did not attend. You will then need to exit the student from your LEA in SEIS.

When reviewing your data for CERT 132 errors, please confirm enrollment in CALPADS for this school year and review your transaction history for an "adopt" transaction or initial CALPADS affirm. If none exists, please review your Missing Transactions and Transferred Students on the SEIS dashboard and follow the instructions for creating a transaction.

Resources

The El Dorado SELPAs are offering the following SEIS learning opportunities in October.

SEIS Learning Lab   October 6th   [Click here to register!](#)

SEIS DLU Training	October 18th	[Click here to register!](#)
SEIS Learning Lab	October 20th	[Click here to register!](#)

The El Dorado SELPAs have a new YouTube channel where you can watch our "how to" videos for SEIS users. We currently have 24 video tutorials available.

[Click here to access the training videos.](#)

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