

**Data Conference 2011**  
**Nebraska Department of Education**  
**April 18-19**  
**Special Education Reporting in NSSRS**

1. **Why is this collected**

- a. District Determinations
  - i. All Special Education data submissions **including NSSRS Special Education Template submissions** are included in district determinations
  - ii. Measured both on timely submission of the data – by the posed due dates on the data submission calendar – and on the accuracy of the data (whether or not all errors have been addressed and corrected)
- b. Money
- c. Info gets pulled into other Special Education Applications such as ILCD, District Files Reviews and Post School Outcomes

2. **New** 2011-2012 School Year

- a. Public districts will **not** be required to print, sign, and mail to NDE the Special Education Assurance Report.
- b. New Validation Errors

468	Special Education Primary Setting Code Invalid For Part B OCTOBER SPECIAL EDUCATION SNAPSHOT	Student is age 2 or less years old and should have a Primary Setting Code valid for a student who is Part C. Student's age is being figured using October 1st of the current school year for the October Special Education Snapshot
469	Special Education Primary Setting Code Invalid For Ages 4 or 5 Part B OCTOBER SPECIAL EDUCATION SNAPSHOT	Student is age 3 to 5 years old and should have a Primary Setting Code valid for a student who is "ages three to five (Part B)." Student's age is being figured using October 1st of the current school year for the October Special Education Snapshot
470	Special Education Primary Setting Code Invalid For Ages 6-21Part B OCTOBER SPECIAL EDUCATION SNAPSHOT	Student is age 6-21 years old and should have a Primary Setting Code valid for a student who is "ages six to twenty-one (Part B)." Student's age is being figured using October 1st of the current school year for the October Special Education Snapshot
476	Special Education Snapshot Exit Date (OCTOBER SPED SNAPSHOT)	An Exit Reason was provided, but no Exit Date. An Exit Date will need to be provided or the Exit Reason removed. (OCTOBER SPED SNAPSHOT)
477	Special Education Snapshot Exit Date (OCTOBER SPED SNAPSHOT)	An Exit Date was provided, but no Exit Reason. An Exit Reason will need to be provided or the Exit Date removed. (OCTOBER SPED SNAPSHOT)
478	Special Education Snapshot Exit Date Out Of Range (OCTOBER SPED SNAPSHOT)	The Exit Date provided was not within the current school year. (OCTOBER SPED SNAPSHOT)
480	Exit Reason Not Valid (OCTOBER SPED SNAPSHOT)	The Exit Reason given for this student is not an appropriate code for a student who is 3 or over (Part B). Age of the student is figured using the age the student is at Exit. (OCTOBER SPED SNAPSHOT)
481	Student is 22 Years Old (OCTOBER SPED SNAPSHOT)	There is no Exit Reason or Exit Date reported for this student. By the end of the school year, the student will be 22 years old and should be exited from the Special Education Program. (OCTOBER SPED SNAPSHOT)

### 3. When is it collected:

- a. Due October 15 and revisions accepted through October 31, 2011
  - i. October Special Education Snapshot **ONLY** includes verified students on an IEP/IFSP as of **Oct 1** and students who exited between July 1 and Oct 1 and has a Snapshot date 10-01-2xxx
- b. Monthly Not required, include **all** verified students on IEP/IFSP. This is used for creating the MIPS claims/forms
  1. Monthly upload requires that you send **all** students, with a Snapshot date 06-30-2xxx
    - a. For example if you have 10 students in Dec and you have 11 students in Jan you need to send all 11 in the Jan upload not 1
    - b. The info is sent o DHHS on the 24<sup>th</sup> of every month
- c. February 1, 2012 Special Education Snapshot will need to be uploaded to include **all** verified Students on IEP/IFSP to be counted in the AYP Special Education Subgroup for NeSA reading and math. Alternate Assessment Flag (field 23) indicates if this student's Individual Education Plan (IEP) is to take alternate state assessments. Will have a Snapshot date 06-30 2xxx.
- d. Due June 30, 2011 include **all** verified students on IEP/IFSP and has a Snapshot date 06-30 2xxx

### 4. Who Reports

- a. The school serving the student; which is not necessarily the owner of the IEP or resident district
  - i. District of Residence still maintains the IEP and all legal requirements of Rule 51.
  - ii. The resident district is identified in the Student Template (Field 117).
  - iii. District of residence can see their student via the Special Education District of Residence report.
- b. Special Education Students and Cohort
  - i. The Expected Graduation Year is assigned by the district. The district staff adds four years to the fall of the school year (*[Year X-4]*) when the student enters grade nine for the first time. This becomes the students Graduation Cohort
  - ii. Once it is set it cannot be changed regardless of grade promotion, demotion or early graduation
  - iii. Students who are included in the Year End Special Education Snapshot of their assigned Cohort year, will be placed in the Special Education Subgroup for graduation rates
  - iv. Cohort Tools
    1. Enrollment Look Up by ID
    2. Expected Graduation Year Look Up

### 5. Where :

- a. All student PK-21 receiving Special Education Services must be reported via the NSSRS Data Manger
  - i. Information that is loaded in SRS does **not** automatically appear in NSSRS.
  - ii. SRS has been updated and now SRS and NSSRS codes match

6. What: Reports and Errors

<p><b>Verification</b></p>	<div style="border: 1px solid black; padding: 5px;"> <p style="background-color: #800000; color: white; padding: 2px;"><b>Special Education</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;"></td> <td style="width: 20%; text-align: center;"><a href="#">**Active Student Counts</a></td> <td rowspan="3" style="font-size: small;">Special Education Snapshot template needs to be uploaded for the selected school year and the snapshot date selected on the next screen</td> </tr> <tr> <td style="text-align: center;"><b>Special Education</b></td> <td style="text-align: center;"><a href="#">Active Student Information</a></td> </tr> <tr> <td></td> <td style="text-align: center;"><a href="#">Exiter Student Information</a></td> </tr> <tr> <td style="text-align: center;"><b>Special Education District of Residence</b></td> <td style="text-align: center;"><a href="#">View Report</a></td> <td style="font-size: small;">Special Education Snapshot template <b>from the district providing services</b> needs to be uploaded for the selected school year and the snapshot date selected on the next screen</td> </tr> </table> </div>		<a href="#">**Active Student Counts</a>	Special Education Snapshot template needs to be uploaded for the selected school year and the snapshot date selected on the next screen	<b>Special Education</b>	<a href="#">Active Student Information</a>		<a href="#">Exiter Student Information</a>	<b>Special Education District of Residence</b>	<a href="#">View Report</a>	Special Education Snapshot template <b>from the district providing services</b> needs to be uploaded for the selected school year and the snapshot date selected on the next screen																										
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- a. Data manager errors
  - i. Primary Setting Code (Field 44) indicates the Primary Setting for this student. This value must be appropriate in combination with School Aged Indicator [Special Education Snapshot: School Aged Indicator (47)] or the data loading process will reject the record.
- b. Validation errors: To view a list of Special Education Errors follow the steps below
  - i. Log into the NDE Portal
  - ii. Click on the NSSRS (Student and Staff Tab)
  - iii. Click on the “Validations” link
  - iv. Click on the “Error Summary” link (on the left side)
  - v. Choose “Special Education Snapshot” in the by Template Name drop down

## Validation Error List

Use the selections below to retrieve a list of all validation errors and warnings currently being run against data uploaded to NSSRS. This will NOT produce a list of the errors and warnings that currently apply to your district. To review these, click on "Review Errors" on the left-hand side of the screen.

All Errors:		Go
By Record Type:	CHOOSE	Go
By Template Name:	SPECIAL EDUCATION SNAPSHOT	Go
Where Error Name Contains:		Go

### 7. Common Mistakes and Issues

#### a. Exit dates and reasons some need to match the school enrollment code

##### i. Graduate

1. School Enrollment with Enrollment Code (Field 7) = 203 Completer/Diploma
2. Special Education Snapshot with Exit Reason (Field 52) = 3 Graduated with a regular high school diploma. \*\*If not coded correctly the student will not show up in Post School Outcome

##### ii. Transfer Out

1. School Enrollment with Enrollment Code (Field 7) = 201 Transfer Out
2. Special Education Snapshot with Exit Reason (Field 52) = 1 Transferred to another school district

##### iii. Aged Out

1. School Enrollment with Enrollment Code (Field 7) = 208 Maximum age
2. Special Education Snapshot with Exit Reason (Field 52) = 5 Reached maximum age.

##### iv. Dropped Out (SPED)

1. School Enrollment with Enrollment Code (Field 7)= 202 Drop Out OR 205 Not enrolled, eligible to return
2. Special Education Snapshot with Exit Reason (Field 52) = 7 Dropped Out

#### b. Stay Current

### 8. Special Education Students and Cohort

- a. The Expected Graduation Year is assigned by the district. The district staff adds four years to the fall of the school year (*Year X-4*) when the student enters grade nine for the first time. This becomes the students Graduation Cohort

i. Once it is set it cannot be changed regardless of grade promotion, demotion or early graduation

- b. Students who are included in the Year End Special Education Snapshot of their assigned Cohort year, will be placed in the Special Education Subgroup for graduation rates

#### c. Cohort Tools

### 9. References

- a. Special Education Website: <http://www.education.ne.gov/sped/data.html>
- b. NSSRS Resources Page: <http://www.education.ne.gov/nssrs/Resources.html>