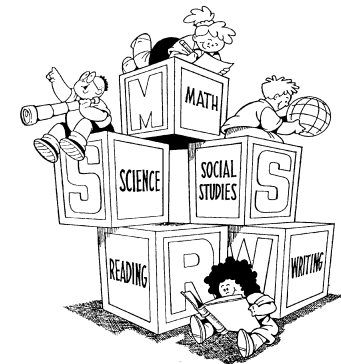


# Special Education Reporting in NSSRS and Proportionate Share Worksheet

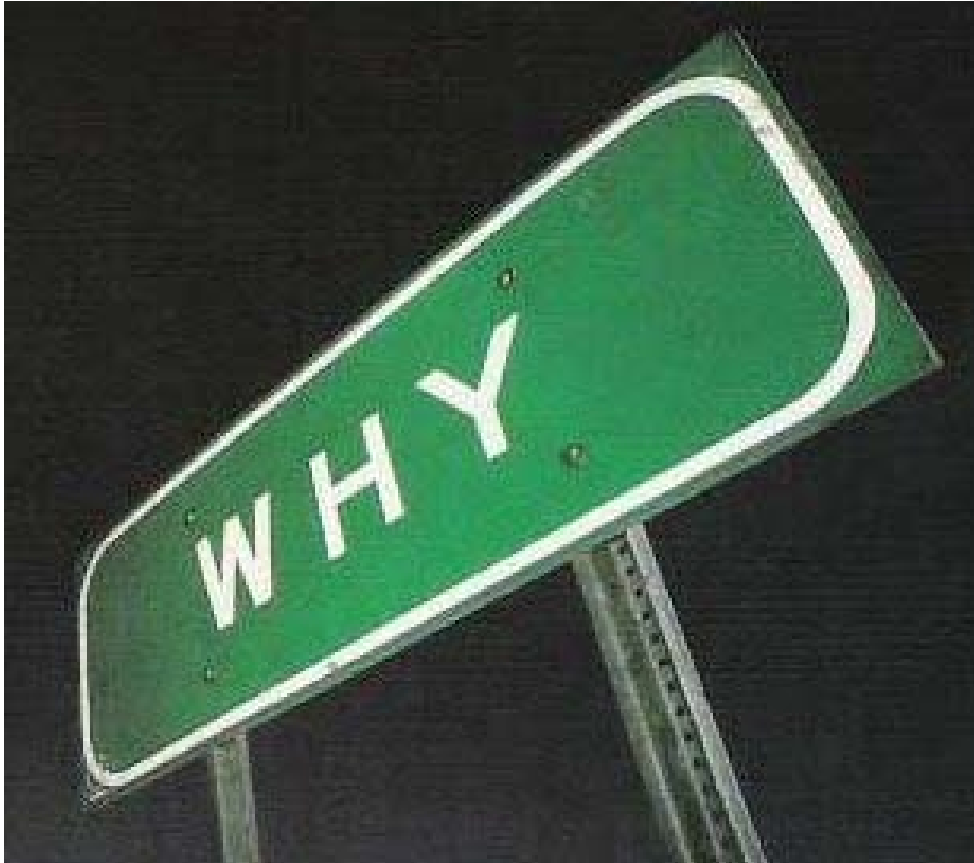
Presenters: Aimee Lempke  
Sara Sinani  
Rita Hammitt  
Pete Biaggio



# Outline

- Why
- New
- When
- Who
- Where
- What
- Common Mistakes and Issues
- Proportionate Share Worksheet
- Questions

# Why Should I Report?



- District Determinations
- Financial Ramifications
- Other Applications



# When





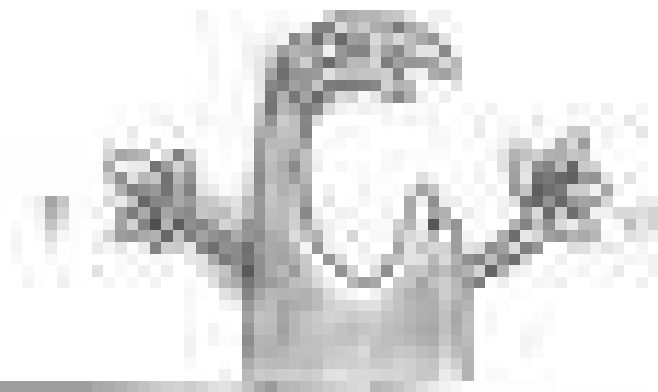
The school  
servicing the  
student

# Where

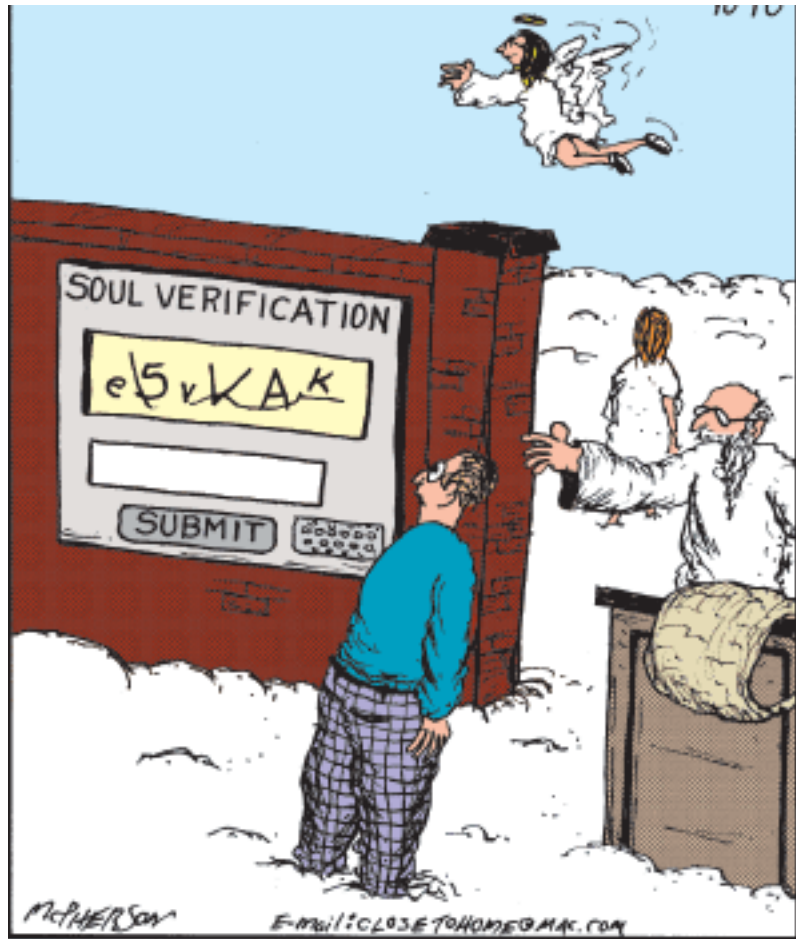


NSSRS

# Now What?!!



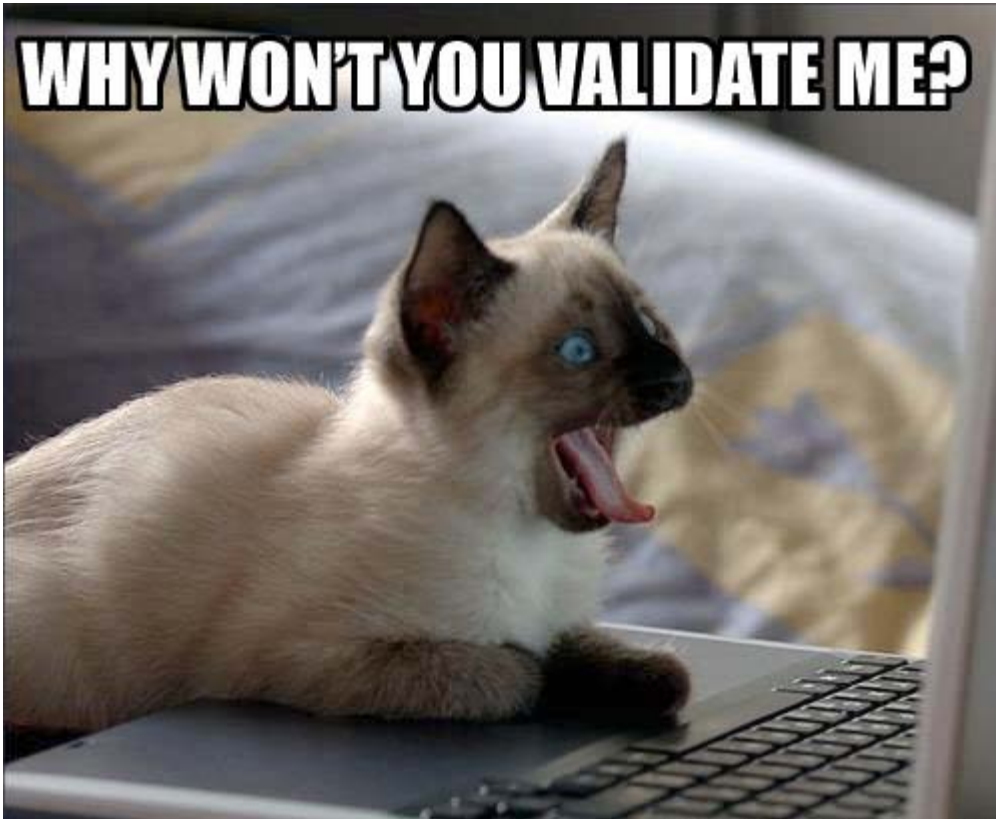
# Verification Reports



“Before you can enter, you need to punch in the verification code so we can be certain that you’re a real soul.”

- Active Student Count
- Active Student Information
- Exiter Student Information
- SPED District of Residence

# Validation Tools



- Student Lookup by ID
- Special Education Snapshot Lookup



# “SPED Proportionate Share Worksheet For Non Public Schools”

- **Proportionate Share Calculation- PORTAL**
  - *All Districts must submit*
  - *Due July 31, 2010*
- **One Year only- carry over funds**
- **Consultation Meeting/s**
  - *Prior to Final SPED decisions*
  - *And as changes are needed*

# Questions



**Date Conference 2010**  
**Nebraska Department of Education**  
**May 17-18**  
**Special Education Reporting in NSSRS**

**1. Why is this collected**

- a. District Determinations
  - i. All Special Education data submissions **including NSSRS Special Ed 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 SPED Applications such as ILCD, District Files Reviews and Post School Outcomes

**2. New 2010-2011 School Year**

- a. New Field: Verified disability flag (Field 38) will no longer be collected in the Student Template field. This will now be collected in the **Alternate Assessment Flag (field 23)** indicates if this student’s Individual Education Plan (IEP) is to take alternate state assessments in the Special Education Snapshot.
- b. Primary Setting Code (Field 44) Ages three to five Part B: four NEW codes

Code	Description
5	Separate School
6	Separate Class
7	Residential Facility
8	Home
9	Service Provider Location
16	Regular Early Childhood Program, 10+ h/wk; Services at EC Program
17	Regular Early Childhood Program, 10+ h/wk; Services outside EC Program
18	Regular Early Childhood Program, <10 h/wk; Services at EC Program
19	Regular Early Childhood Program, <10 h/wk; Services outside EC Program

**3. When is it collected:**

- a. Due October 15 and revisions accepted through October 29, 2010
  - 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. **\*\*NEW\*\*** December 7, 2010 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 writing. 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. **\*\*NEW\*\*** February 1, 2011 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.
- e. 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. The NSSRS reports are submitted by the district of membership. This is not always the District of Residence
  - ii. District of Residence still maintains the IEP and all legal requirements of Rule 51.
  - iii. The resident district is identified in the Student Template (Field 117).
  - iv. District of residence can see their student via the Special Education District of Residence report.

**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

**6. What: Reports and Errors**

<b>Verification</b>	<div style="border: 1px solid black; padding: 5px;"> <table style="width: 100%; border-collapse: collapse;"> <tr style="background-color: #800000; color: white;"> <th colspan="3" style="text-align: left; padding: 2px;">Special Education</th> </tr> <tr> <td style="width: 30%; padding: 2px;">Special Education</td> <td style="width: 20%; padding: 2px; text-align: center;"> <a href="#">**Active Student Counts</a>  <a href="#">Active Student Information</a>  <a href="#">Exitier Student Information</a> </td> <td style="padding: 2px; 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 style="background-color: #cccccc;"> <td style="padding: 2px;">Special Education District of Residence</td> <td style="padding: 2px; text-align: center;"> <a href="#">View Report</a> </td> <td style="padding: 2px; 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>	Special Education			Special Education	<a href="#">**Active Student Counts</a> <a href="#">Active Student Information</a> <a href="#">Exitier Student Information</a>	Special Education Snapshot template needs to be uploaded for the selected school year and the snapshot date selected on the next screen	Special Education District of Residence	<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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<b>Validation</b>	
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<b>Student Lookup by ID</b>	<b>Student Lookup by NDE Student ID</b>	
	NDE Student ID	<input type="text"/> <input type="button" value="Submit"/> <input type="button" value="Reset"/>

<b>Special Education Snapshot Lookup</b>	<b>Special Education Snapshot Lookup by Demographics</b>												
	Template Snapshot: <input type="text" value="Choose"/>												
	Report will include Student ID, Local ID, Last Name, First Name, Middle Initial and Birthdate. Select additional columns to report below (Columns On Report). Read the <a href="#">Instructions</a> for more information.												
	<b>Field to Limit Results On</b> (Check box, then make selection in next Field Selections column)	<table border="1"> <thead> <tr> <th>Field Selections</th> <th>Columns On Report</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/> Location Student: Location Code (2)</td> <td><input type="checkbox"/></td> </tr> <tr> <td><input type="checkbox"/> Grade Level Student: Current Grade Level (10)</td> <td><input type="checkbox"/></td> </tr> <tr> <td><input type="checkbox"/> Gender Student: Gender Code (15)</td> <td><input type="checkbox"/></td> </tr> <tr> <td><input type="checkbox"/> Ethnicity Student: Ethnic Code Short (27)</td> <td><input type="checkbox"/></td> </tr> <tr> <td><input type="checkbox"/> Enrollment Code School Enrollment: Enrollment Code (7)</td> <td><input type="checkbox"/></td> </tr> </tbody> </table>	Field Selections	Columns On Report	<input type="checkbox"/> Location Student: Location Code (2)	<input type="checkbox"/>	<input type="checkbox"/> Grade Level Student: Current Grade Level (10)	<input type="checkbox"/>	<input type="checkbox"/> Gender Student: Gender Code (15)	<input type="checkbox"/>	<input type="checkbox"/> Ethnicity Student: Ethnic Code Short (27)	<input type="checkbox"/>	<input type="checkbox"/> Enrollment Code School Enrollment: Enrollment Code (7)
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The screenshot shows a web-based form for 'Special Education Snapshot'. It contains several sections, each with a checkbox and a dropdown menu:

- Verified Disability Type (38):** Includes Behavioral Disorder, Deaf-Blindness, Hearing Impaired, and Multiple Impairments.
- Related Services (16):** Includes Occupational Therapy, Physical Therapy, Speech-Language Therapy, and Occupational Therapy - Physical Therapy.
- Placement Type (32):** Includes Not Applicable and Nonpublic Placement.
- Setting (44):** Includes Home, Public School, Home/Hospital, and Private School.
- Surrogate Appointed (48):** Radio buttons for Yes and No.
- Placement Reason (51):** Includes Not Applicable and Parent Placement.
- Exit Reason (52):** Includes Transferred to another school district, Returned to full-time regular education program, Graduated with a regular high school diploma, and Graduated with a certificate of completion.
- Entry Date (33):** Radio buttons for On or Before and On or After, followed by a date field (YYYY-MM-DD).
- Exit Date (34):** Radio buttons for On or Before and On or After, followed by a date field (YYYY-MM-DD).

- 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) = 206 Exiter neither completer or drop out. **\*\*NEW 2011\*\*** = 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. References

- a. Special Education Website: <http://www.nde.state.ne.us/sped/data.html>
- b. NSSRS Documents Page: <http://www.nde.state.ne.us/nssrs/Documents.htm>