



800 Governors Drive  
Pierre, SD 57501-2294

T 605.773.3134  
F 605.773.6139  
[www.doe.sd.gov](http://www.doe.sd.gov)

## Special Education Programs

To: Special Education directors and teachers

From: Special Education Programs Representatives

Re: State Performance Plan data collection

Date: May 23, 2012

As the school year comes to a close, Special Education Programs would like to remind Special Education directors and teachers about the data collection for the State Performance Plan that will be due during the summer months. All technical assistance information regarding submission will be located on the State Performance Plan page at

[http://doe.sd.gov/oess/sped\\_SPP.asp](http://doe.sd.gov/oess/sped_SPP.asp) .

### **Indicator 3 – Participation and Performance on Assessments**

Student information in Infinite Campus must be updated by June 8, 2012. Find more information in the SIMS newsletter: <http://www.doe.sd.gov/ofm/sims.asp>. Preliminary AYP data will be available the last part of July, please review this information and **file an appeal** by the first part of August if information is incorrect. This data is used for Indicator 1, 2, and 3 and you will not be able to appeal after the AYP appeal period has ended. If you have any questions, please contact Linda Turner at [Linda.Turner@state.sd.us](mailto:Linda.Turner@state.sd.us).

### **Indicator 4 – Suspension and Expulsion**

The data collection information will be mailed to the school districts shortly. Please enter the data after school has concluded for the year and submit it by **June 30, 2012**. If you have any questions, contact Rebecca Cain at [Rebecca.cain@state.sd.us](mailto:Rebecca.cain@state.sd.us)

**Note: Even if your district does not have students suspended or expelled, you must log onto the site and indicate that by clicking on “No Suspension/Expulsion”.**



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### **Indicator 7 – Preschool Outcomes (Battelle scores)**

Students ages 3 - 5 receiving special education services - including speech/articulation only students - must be given the Battelle Developmental Inventory *upon entry* of services and again *upon exit* or by age 6, for progress monitoring purposes ([refer to the flowchart](#)).

Testing information collected from July 1, 2011 through June 30, 2012 must be entered into the online BDI2 system <https://www.bdi2datamanager.com/> by **August 1, 2012**. **All** students, on your child count between ages 3 to 6, entries, transition, exits and students who do not qualify must include a program note. For detailed instructions on entering program notes and to run a district report to review accuracy of all information entered, please visit our 619 website technical assistance documents: [http://doe.sd.gov/oess/sped\\_earlyIntervention619.asp](http://doe.sd.gov/oess/sped_earlyIntervention619.asp). If you have any questions regarding Indicator 7, contact [Wendy.Jarvis@state.sd.us](mailto:Wendy.Jarvis@state.sd.us).

### **Indicator 8 – Parental Involvement**

SEP and Mountain Plains Regional Resource Center (TAESE) have created a parent survey that was given by the districts to parents across the state. The data collected will be disaggregated by each question for each district. In April of 2012, information and parent surveys were sent to the districts. If you have any questions or need a Spanish version, contact Alicia Schoenhard at [Alicia.Schoenhard@state.sd.us](mailto:Alicia.Schoenhard@state.sd.us). Parents should have received surveys by **April 30, 2012** in order to give them opportunity to return surveys by **May 31, 2012**.

### **Indicator 11 – Initial evaluation timeline**

An excel spreadsheet to track initial evaluations for students age 3-21 is available on the SPP website. The excel spreadsheet for the 2011-2012 school year will need to be electronically submitted to the SEP office by **August 1, 2012**. The [spreadsheet](#) and directions for the 2011-2012 school year have been posted and you can refer to the directions on how to document students that carry over from one fiscal year to another. If you have any questions, contact Wendy Jarvis at [wendy.jarvis@state.sd.us](mailto:wendy.jarvis@state.sd.us).



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## **Indicator 12 – Transition from Part C to Part B**

In the fall of 2012, Part B will retrieve information from the Birth to 3 Connections data system in order to send a list of all the students that were on an IFSP and turned 3 during the fiscal year 7/1/11 to 6/30/12. Using this list the district will complete the "B-3 eligibility evaluations for Part B" worksheet located on a tab in the Indicator 11 spreadsheet. There may be some students on the list with summer/early fall birthdates that were evaluated the previous fiscal year that can be excluded and the district may need to add some students who were evaluated early due to summer/early fall birthdates in 2012. The following information is not included in the B-3 data system and will need to be completed by the district once the list of students is sent by SEP in the fall: SIMS, Data Permission Received, Date last evaluation completed, School days from permission, Date eligibility determined, Date BD12 administered, Disability area, Date IEP developed, and Date IEP in effect. If you have any questions, contact Wendy Jarvis at [Wendy.Jarvis@state.sd.us](mailto:Wendy.Jarvis@state.sd.us).

## **Indicator 14 – Post-school Outcomes**

Districts should have been collecting demographic information on all **9-12 dropouts, students who aged out, and those who graduated** to enter on the *secured* website at [http://doe.sd.gov/oess/sped\\_transition.asp](http://doe.sd.gov/oess/sped_transition.asp) for Indicator 14 Appendix A. If district personnel, does not have the current username and password, contact [Dino.Brooks@state.sd.us](mailto:Dino.Brooks@state.sd.us) or [Debbie.Lancaster@state.sd.us](mailto:Debbie.Lancaster@state.sd.us). Data must be entered and submitted by **June 30, 2012**. If you require technical assistance on any of the questions, contact Melissa Flor at [Melissa.flor@state.sd.us](mailto:Melissa.flor@state.sd.us).

**Note: If your district does not have students exiting, please log onto the site, indicate by clicking on “No Students To Encode” at the bottom of the search criteria.**

## **Indicator 20– Reporting Accuracy and Timelines**

SEP is required to turn in accurate and timely data to the federal Office of Special Education Programs. SEP appreciates your efforts in collecting data needed for the State Performance Plan by the assigned date. SEP tracks which districts submit data by the required timelines.



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**Additional Information Submitted by Administrators:**

- Flow Through Applications due June 30, 2012
- **Districts must appeal any NCLB data errors after the NCLB release in July.**

**Questions**

If you have any questions about information on any of the indicators, please contact the representative via email or the SEP office at 605-773-3678.