Monthly SPED Webinar



Special Education Programs

2026-2027 School Year

November 17, 2026

1



Effective Practices

2

SPED Connection Highlights

LRP SPED Connections subscription is required to access the following resources:

+ November Special Feature:

Meet our Star Special Ed Directors!
Special Ed Connection's **Star Special Ed Director** feature introduces you to your colleagues – pupil services administrators from across the country – and shines the light on district best practices. To access these articles, click on the **Special Ed ROUNDUPS** link in the **Features** menu on the left side of the page. Choose **Star Special Ed Director** from the alphabetical list of roundups to see the listing. Check back regularly to see who appears next to offer insight into special education-related topics.

- **Aberdeen Special Education Director, Nicole Olson -** Director advocates 'all kids are our kids' mentality to shape special education programs

Contact your public school district special education director for login access. If you have any questions about your subscription access, please contact Wendy.Trujillo@state.sd.us.

STAR SPECIAL ED DIRECTOR ROUNDUP

This ongoing feature is designed to introduce you to your colleagues -- pupil services administrators from across the country -- and shine the light on district best practices.

Special Ed Director Profiles: *Learn about best practices from other directors.*
- Director: Co-teaching, behavioral supports improve student growth
- PD need not be boring: Director shares tips ahead of school year
- Director advocates 'all kids are our kids' mentality to shape special education programs
- Ongoing support key to retaining paras, educators, directors in special ed
- Blend of integrity, ingenuity, partnerships help students in rural schools thrive

Access more profiles.

Special Ed Director resources: *Sample forms and tools.*
- 6 common questions on alternate assessments vs. general assessments
- 10 things educators need to know about child find and referral under the IDEA
- 5 child find red flags under the IDEA
- Agreement to Excuse Mandatory Team Member from IEP Meeting

Access more resources.

SmartStarts: *An exclusive* Special Ed Connection℠ *reference on legal issues.*
- SmartStart: Evaluations -- Preplacement Instruments Under IDEA
- SmartStart: Evaluations -- Preplacement Procedures Under IDEA
- SmartStart: FAPE in Nonacademic Services and Extracurricular Activities
- SmartStart: IEPs -- Disputes and Remedies

Access more SmartStarts.

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3

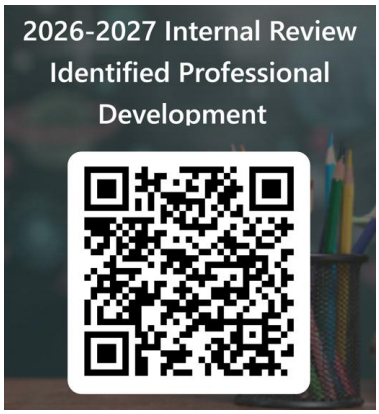


Accountability

4

26-27 Internal Review Link

- Internal Review requirements:
  - Between July 1, 2026 to June 1, 2027
  - Each case manager in each district will select 1 file to complete an internal review.
  - Staff should provide feedback in the comments section to help district administrator identify areas of training needed.
- Information and example documents found at Accountability Website under Results Driven Accountability (RDA)
- **Information submitted by administrator**: The district Sped Director will submit district level areas identified as professional development needs.
  - Submit: https://forms.cloud.microsoft/g/XBAkLz4n0p or QR Code
  - The categories are broken down.



5

Is the Manifestation Determination Review (MDR) Considered an IEP meeting?

1. No
   - The MDR may have others who are not on the team
   - All IEP members may not be at the MDR meeting
2. Best practice: If you plan to make changes to the IEP during the MDR meeting, send two separate meeting notices
   1. MDR meeting
   2. IEP meeting
   3. Make sure parents know the difference between the two meetings
3. Hold the MDR first
4. Do not make changes to the IEP if you did not call an IEP meeting

6

Writing IEPs for Students with Significant Needs - Webinar

- If you were unable to attend the in-person workshops this fall on Significant Needs, or need a refresher after the workshop, here is a one-hour on-demand option!
- REGISTER HERE or go to https://sded.sd.gov/ to search for the course.
- Brief, pre-recorded modules review IEP considerations, IEP guidance, and IEP examples that are unique to students with significant needs.
- One continuing education contact hour (1 CECH) is available through May 27, 2027.
- Contact Stacy.Holzbauer@state.sd.us with questions.

7

Alternate Assessment 1% Justifications

- South Dakota's statewide alternate assessment participation rose from .94% in 2025 to 1.0% in 2026.
- Districts are reminded to review the below resources at DOE Alternate Assessment webpage to ensure the appropriate assessment is being chosen for students:
  - Alternate Assessment Participation Guidelines
  - Alternate Assessment Participation Form
  - Training: Identifying Student Participation in Alternate Assessment
- DOE is federally required to monitor and request a 1% Justification from any district that exceeded 1.0% alternate assessment participation.
- Districts who exceeded 1.0% on the spring 2026 alternate assessment have been notified.
- Contact Stacy Holzbauer with questions.

8



Data

9

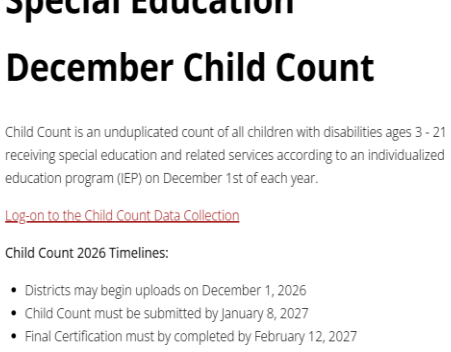
Child Count Prepare

To Prepare

- Pull preliminary child count report from Infinite Campus and begin reviewing
- Areas to review
  - ✓ *IEP's must be in current and in effect*
  - ✓ *Student must be receiving services on* ***December 1*** *(or the last day school was in session prior to Dec. 1) for the student to be counted on child count.*
  - ✓ If initial eligibility was determined on Nov. 26, but with 5 day notice before implementation the PWN indicates the IEP will be in effect Dec. 2, then student **can not be included**
  - ❑ *Student must have a current 3 yr-reevaluation*
  - ❑ *All students receiving services are included, including out of district placements*

10

Child Count Timelines



Special Education

December Child Count

Child Count is an unduplicated count of all children with disabilities ages 3 - 21 receiving special education and related services according to an individualized education program (IEP) on December 1st of each year.

Log-on to the Child Count Data Collection

Child Count 2026 Timelines:

- Districts may begin uploads on December 1, 2026
- Child Count must be submitted by January 8, 2027
- Final Certification must by completed by February 12, 2027

Timelines for December 1st, 2026, Child Count Submission

- Districts may begin uploading **December 1,2026**

Child Count must be submitted by **January 08, 2027**

- Final Certification must by completed by **February 12, 2027**
- 2026 Child Count submission information available now at https://doe.sd.gov/ofm/data-childcount.aspx

To reset your login credentials, please send an email to: Farha.Labonnya@state.sd.us

11

December 2026 Child Count Data Collection Process

12

Child Count Submission Information

Infinite Campus Data Extract

- Save to your computer for easy access (**csv is recommended**)
- Remember if you are uploading an excel file the **worksheet name must be entered**
- If you are using an Excel data file, please use a file with an **extension of .xlxs**
  - Older versions of Excel will result in a failure to upload.

Child Count Submission Platform: Launchpad

- https://doe.sd.gov/ofm/data-childcount.aspx
- District Login and Password
- login same as last year - password was set by district
  - If password is forgotten or misplaced, contact DOE(Data Manager) to have it reset

13

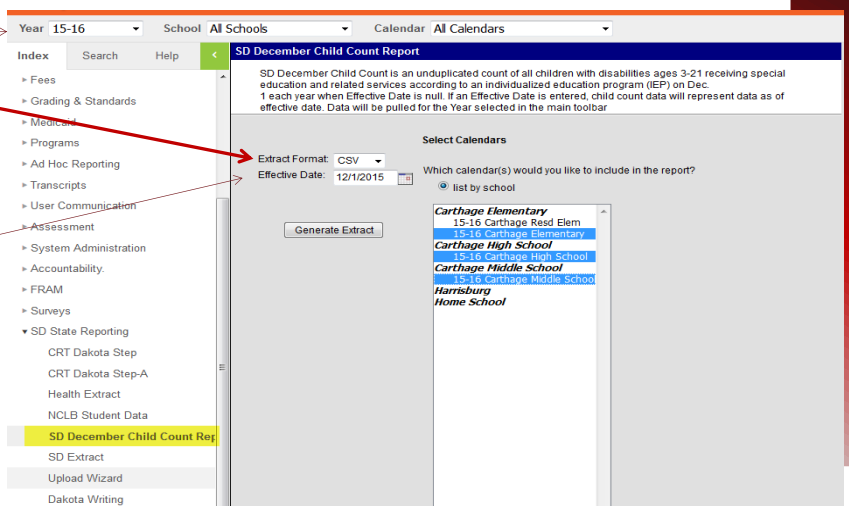
Pulling the Infinite Campus Report

MUST BE **26-27**

Extract format MUST be csv!

MUST BE **12/01/2026**

From Infinite Campus you will need to run the report below and save as a CSV file.



14

Pulling Infinite Campus Report Cont…

Below is a sample data file from Campus, several columns have been removed to be able to display here.

Make sure the date column is **12/01/2026**, there are all zeros in the flagged column and no student has more than one enrollment record in the upload.

School_Name	State_ID	Student_Name	Gender	State_Race_Ethnicity	Age	Grade	Flagged	Special_Ed_Category	Special_Ed_Program	Primary_Disability	State_School_Number	District_Number	Serving_District	Date
District 67-1	111111112	Student Name	F	WH	10	4	0	110	A	555	2	21001	21001	12/01/2023
District 67-1	111111113	Student Name	M	WH	7	1	0	100	A	550	2	21001	21001	12/01/2023
District 67-1	111111114	Student Name	F	WH	11	5	0	110	A	560	2	21001	21001	12/01/2023
District 67-1	111111115	Student Name	M	TR	6	KG	0	100	A	525	2	21001	21001	12/01/2023
District 67-1	111111116	Student Name	F	WH	11	5	0	100	A	525	2	21001	21001	12/01/2023
District 67-1	111111117	Student Name	M	WH	8	2	0	100	A	550	2	21001	21001	12/01/2023
District 67-1	111111118	Student Name	F	WH	3	EC	0	315	D	570	2	21001	21001	12/01/2023

If there are flags in your data extract or errors in your upload for students ages 3-5, please contact:

Farha Shamim Labonnya
Farha.labonnya@state.sd.us
(605)773.3783

15

Child Count Data Collection Platform

Launchpad

Access the database to upload data file, choose CLICK HERE

https://doe.sd.gov/ofm/data-childcount.aspx



Special Education

December Child Count

Child Count is an unduplicated count of all children with disabilities ages 3 - 21 receiving special education and related services according to an individualized education program (IEP) on December 1st of each year.

Log-on to the Child Count Data Collection

Child Count 2026 Timelines:

- Districts may begin uploads on December 1, 2026
- Child Count must be submitted by January 8, 2027
- Final Certification must by completed by February 12, 2027

+ December Child Count Reporting Documents

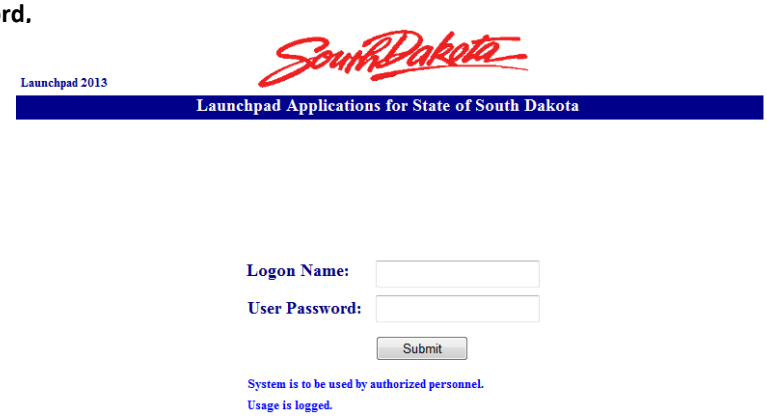
+ Special Education Child Count Data Reports

For more information, contact the Department of Education's Office of Finance and Management at 605-773-3248.

16

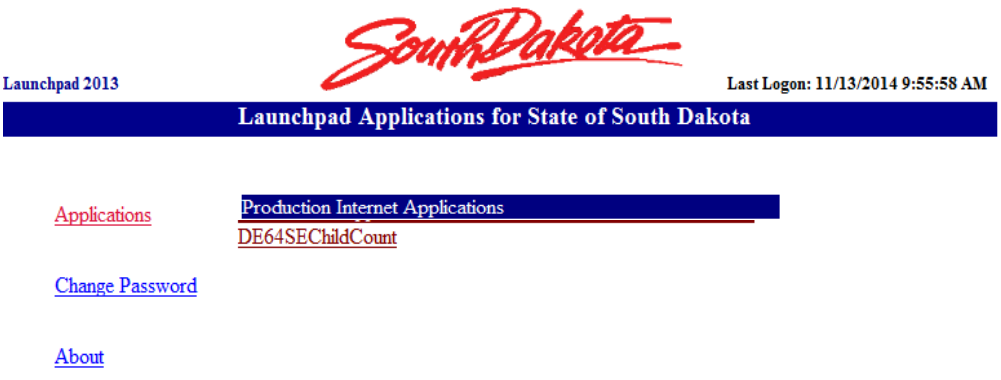
Enter login and password.
click on SUBMIT.

Login and Password



17

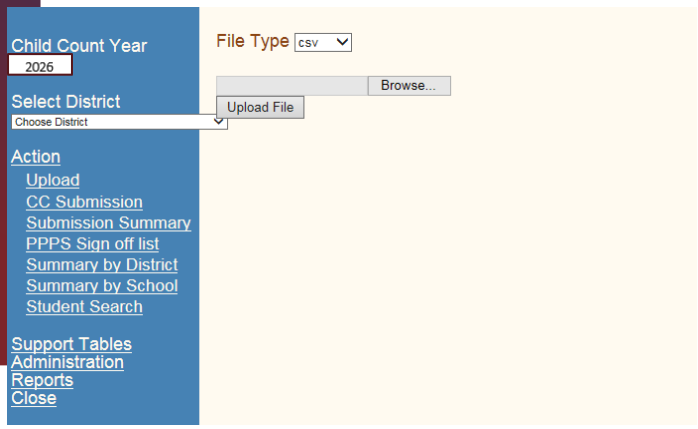
Child Count Application



18

Uploading Infinite Campus Data File: Step 1

Choose the appropriate file type; csv or excel (**you may only use Excel 2010, file ends with *.xlsx**) if choosing excel you must note the name of the worksheet that includes the data). Then click on Browse to find data file and finally Upload File. If the file has no errors, you will get a summary of the count of records and a button to IMPORT RECORDS.

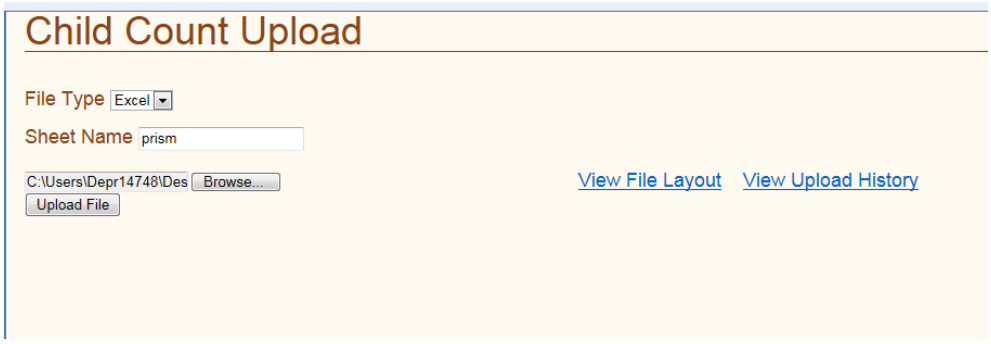


The menu items: PPPS Students and PPPS Signoff will only be displayed if the district is required to submit private school student data.

19

Uploading Infinite Campus Data File: Step 2

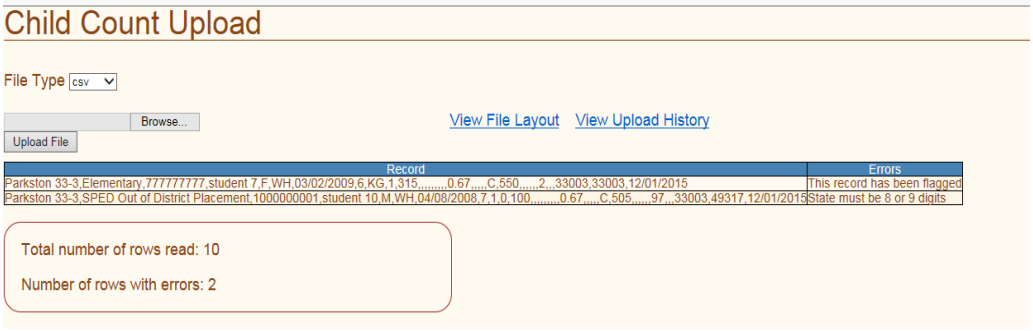
Note: On the below example we are uploading an excel file – the name of the worksheet is prism. If uploading a CSV file – no sheet name is required.



20

Uploading Infinite Campus Data File: Step 3

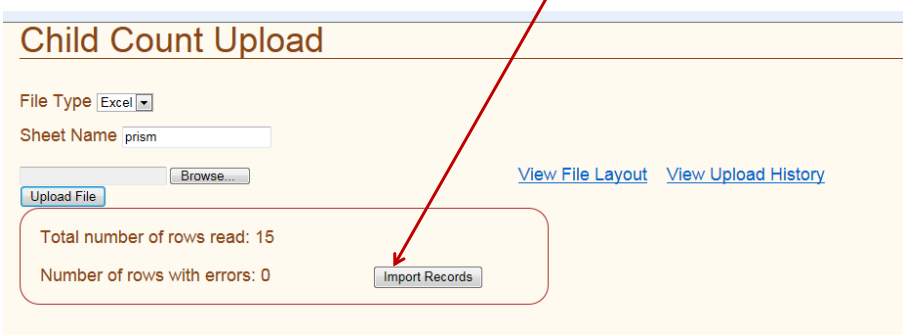
This file has errors and therefore it will not load…each line will identify the student for which the error has been detected AND a short description of the type of error. Time to fix the errors either in Campus or if due to a multiple records for the same student – to fix the file before attempting another upload.



21

Uploading Infinite Campus Data File: Step 4

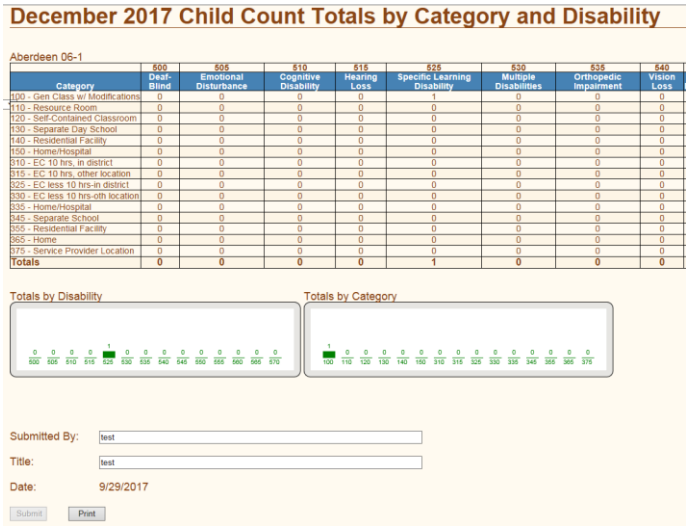
Below is the screen that will reflect a successful upload – **you must click on Import Records** to proceed.



22

Uploading Infinite Campus Data File: Step 5

Below is the submission signoff page – providing a summary count by LRE and primary disability. Sign here after reviewing and verifying your data.



December 2017 Child Count Totals by Category and Disability

Aberdeen 06-1

Category	500 Deaf-Blind	505 Emotional Disturbance	510 Cognitive Disability	515 Hearing Loss	525 Specific Learning Disability	530 Multiple Disabilities	535 Orthopedic Impairment	540 Vision Loss
100 - Gen Class w/ Modifications	0	0	0	0	1	0	0	0
110 - Resource Room	0	0	0	0	0	0	0	0
120 - Self-Contained Classroom	0	0	0	0	0	0	0	0
130 - Separate Day School	0	0	0	0	0	0	0	0
140 - Residential Facility	0	0	0	0	0	0	0	0
150 - Home/Hospital	0	0	0	0	0	0	0	0
310 - EC 10 hrs. in district	0	0	0	0	0	0	0	0
315 - EC 10 hrs. other location	0	0	0	0	0	0	0	0
325 - EC less 10 hrs-in district	0	0	0	0	0	0	0	0
330 - EC less 10 hrs-oth location	0	0	0	0	0	0	0	0
335 - Home/Hospital	0	0	0	0	0	0	0	0
345 - Separate School	0	0	0	0	0	0	0	0
355 - Residential Facility	0	0	0	0	0	0	0	0
365 - Home	0	0	0	0	0	0	0	0
375 - Service Provider Location	0	0	0	0	0	0	0	0
Totals	**0**	**0**	**0**	**0**	**1**	**0**	**0**	**0**

Totals by Disability

Totals by Category

Submitted By: test

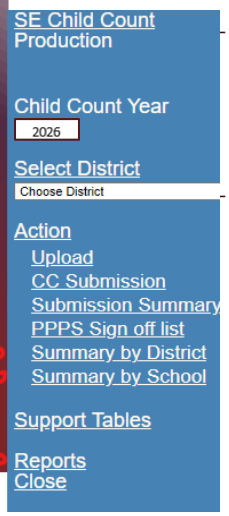
Title: test

Date: 9/29/2017

Submit Print

23

Options for Reviewing Data Submission



Action:

Summary by District provides a count by disability for either the entire district or for a selected school

Summary by School provides an option to choose a school and view student data.

Reports:

Education Setting & Grade vs Age

+ DVR Ed Setting – includes any child reported for which the educational setting code may not be appropriate
+ DVR Grade vs Age – includes any child for which the grade assignment reported is not typical for the age of the child

Summary by Instructional Program Type:

+ Provides a listing of all children and their reported instructional program type; this is a report your **school business official** may be interested to review.

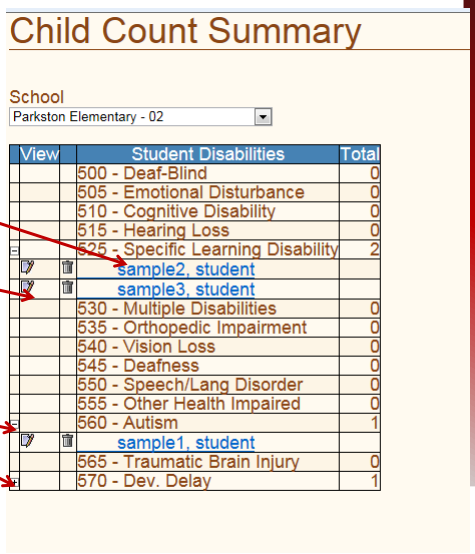
24

Summary by District or School

- There are two options to review data for each student
  - **Click on student's name OR**
  - **click on paper/pencil icon under column VIEW.**

This is read only access – you are not able to make any corrections. If a correction is needed, contact DOE.

- Using this menu option, you can expand by clicking on the + sign to see each student reported for that disability.



25

Report Options Available to Review Child Count Data after Upload



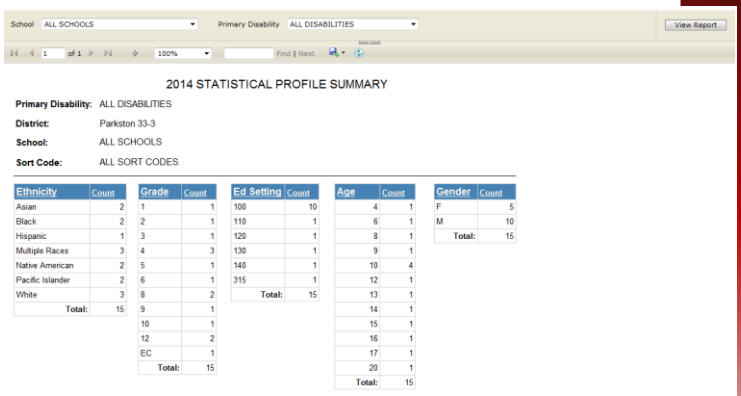
- Click on **Reports**
- Select **Report Group** dropdown – District
- Reports available:
  - Child Count List - will need to click on OPEN at bottom of screen, this report is the same as the child count listing that you have received in previous years.
  - Disability Report – will preload with data for all schools, all disabilities – however report may be filtered using parameters at the top of the screen for a selection of a school and/or disability (click View Report to update based on new parameters requested).
  - Multiple Disability Report – will need to click on OPEN button at the bottom of the screen, this report provides a detailed review of the data for reported MD students and also their funding level.

26

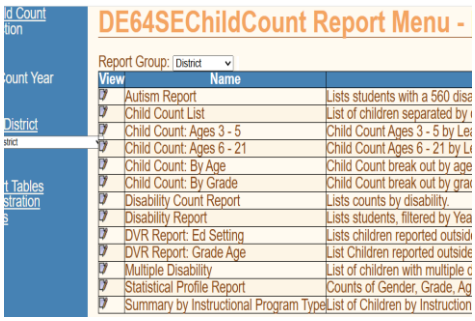
Reports Continued…..

- Statistical Profile Report – this report will preload with data for all schools, all disabilities – similar to the Disability Report you may select a school and/or disability.

  To view previous years data you must return to main menu bar and change year to any previous year.



Reports Continued:



- **Child Count, by Age**

  Total Child Count reported by age 3 - 21

- **Child Count, by Grade Level**

  Total Child Count reported by grade levels EC - 12

- **Child Count: Ages 3 – 5**

  Total students ages 3 – 5, by education setting

- **Child Count: Ages 6 – 21**

  Total students ages 6 – 21, by educational setting

- **Disability Count Report**

  Total district count, by primary disability

- **Private School Students (PPPS)**

  List of private school students

Parentally Placed Private School Students Process

29

PPPS (Parentally Placed in Private Schools)

Districts with Private Schools within their boundaries must report ALL students who are eligible for special education services.

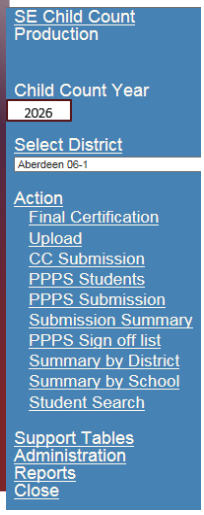
- Each student that has been evaluated and determined eligible for special education and related services will be included in the count. Include:

  Students who have an Individual Services Plan and are receiving services based on the private school consultation and proportionate share services

  Students who are eligible but may not have an Individual Services Plan and are not receiving services based on the consultation and proportionate share
- The count only includes accredited private schools, not students/schools that are considered alternative instruction.
- Do not include students in private preschool if not enrolled in a K program (these students if eligible and receiving services will be on the public school child count.

30

PPPS (Parentally Placed in Private Schools) Data Collection



AFTER the Child Count data is submitted and the district has signed off --- then a district, if required, may upload or enter data for private school students. The menu item PPPS Students is one of the options available under "Action".

Click on PPPS Students

31

Entering Data for Private School Students 1 of 3

Districts required to submit data on (KG-12) private school students have three options:

NO STUDENTS:

Click **No**, and then click **SAVE**

Proceed to **PPPS Signoff**, enter name and title then click on **Submit**

32

Entering Data for Private School Students 2 of 3

2. STUDENTS: Indicate **Yes**, then click on **Enter**, **Save & Continue**

- If the district has not yet finalized (signed off) on the regular child count upload – that must be completed first. An error message will display to remind you to sign off on the student child count.
- If the district has signed off on the regular student child count, click on **Save & Continue** and **Add**.
- Services Provided to this student? Yes or No
- State ID of student – if reported yes to the first question the student MUST be included in your student child count and if reporting no the student should NOT be included in the student child count
- If the services are provided (YES) and state ID is entered the name of the student should be displayed following the state ID data field and the birthdate should be entered for you.
- Click on Insert
- Continue to add all students in same manner

33

Entering Data for Private School Students 3 of 3

3. Districts may ***upload*** the data for their private school students

- If the upload option is chosen, click **Save & Continue**
- On following screen browse for data file of PPPS students and click on **Upload File**

  File must be either a .csv or .xlsx file type and must include a header row

  Data must include:

  - District Number
  - State ID # (9 or 10 digits)
  - Birthdate (mm/dd/yyyy)
  - Services Provided (Y or N)
- If there are no errors, Click on **Import**

34

Final Steps



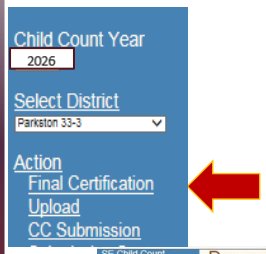
35

Final Steps by DOE

1. DOE verifies all districts have completed their data submission and the district has completed the first sign off (by **January 08, 2027**)
2. DOE will review district data submissions before finalizing the data for federal reporting purposes
   - With the assistance of SD Bureau of Information and Technology (BIT), DOE will review the data to ensure that all data is reflective of the data reported in your district INFINITE CAMPUS student data system
   - Any issues will be addressed with each district and corrected
3. All districts will be notified by email when the review and data clean-up has been completed
4. After notification, per ARSD 24:05:17:09, the district superintendent will complete a signoff for a final certification of the data reported by **February 12, 2027**

36

Final Certification Signoff



Near the end of January all districts will be notified that final certification sign off of the child count data submission may now be completed. All district superintendents will be required to log in, click on final certification and enter their name and title and click print and submit. ***Final certification should be completed by February 12, 2027.***



37

Additional considerations

Student transfers

- If student with an active IEP moved from out of state and is receiving equitable services during evaluation for SD eligibility contact region rep for procedures for inclusion on child count
- If a student transfers in and services do not start until **Wednesday, Dec. 2 or later**, student **can not** be included on child count

38

Junior Kindergarten and Kindergarten Students

All Junior Kindergarten and Kindergarten students must have a 0100 LRE code.

- Only students ages 3 through 5 and not attending Junior Kindergarten or Kindergarten can have a 0300 LRE code.
- If you have questions or concerns, or need help determining a specific situation, please contact Kelly Gilbert at Kelly.Gilbert@state.sd.us

It has already been noticed that many students attending Junior Kindergarten and Kindergarten who are age 5 still have 0300 LRE codes in Infinite Campus.

39

Contacts or Questions?

Information and guidance documents for the 2026 December Child Count can be found at: https://doe.sd.gov/ofm/data-childcount.aspx

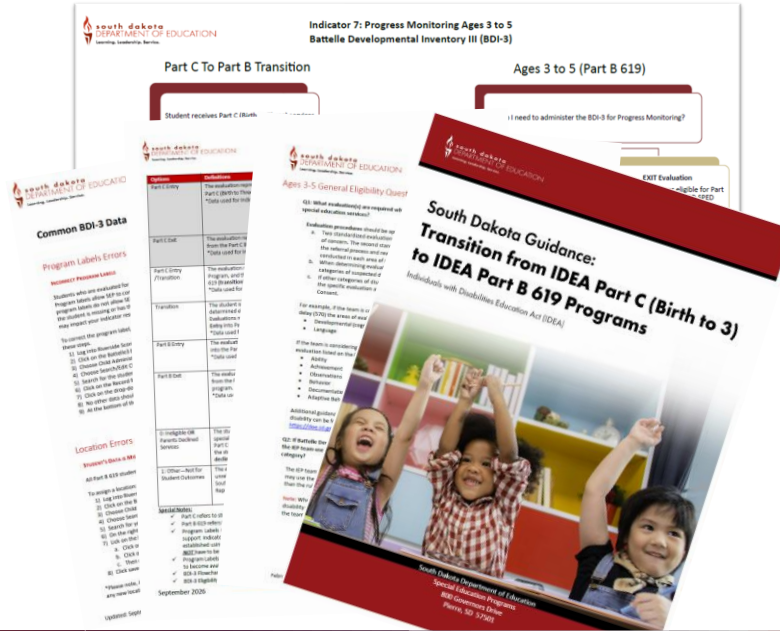
Contacts:

- For questions about appropriate data submission – contact your SEP regional representative - https://doe.sd.gov/sped/
- For questions about how to enter data to Campus or extracting the data from Campus – contact T**eri Jung, 605-773-8197** Teri.Jung@state.sd.us
- For questions about using Launchpad – contact **Bobbi Leiferman, 605-773-5407** Bobbi.Leiferman@state.sd.us
- For questions about using child count report & errors – contact **Farha Shamim Labonnya, 605-773-3783** Farha.Labonnya@state.sd.us

40

Part B 619 (Ages 3-5) Updated Documents

- Newly updated documents available at https://doe.sd.gov/sped/Early-Intervention.aspx
  - Common BDI-3 Errors
  - Indicator 7: Progress Monitoring Ages 3-5
  - Ages 3-5 General Eligibility, Developmental Delay, and Progress Monitoring Q&A
  - BDI-3 Program Label Codes
  - South Dakota Guidance: Transition from IDEA Part C (Birth to 3) to IDEA Part B 619 Programs



41

Indicator 7 – Early Childhood Outcomes

- **Problem**: Duplicate evaluations
  - **Solution**: Remind staff to search for the student prior to entering data into Riverside. Duplicate students can lead to duplicate data.
  - **Solution**: Contact Kelly Gilbert to ask if a transfer student has a Part B Entry or Exit prior to giving the BDI-3 for progress monitoring to the student.
  - **Solution**: If a record is already started for this evaluation, use that one or merge it with your evaluation data.



42

Indicator 14: Appendix A Exiter Information Secondary Transition

DUE Friday, November 20

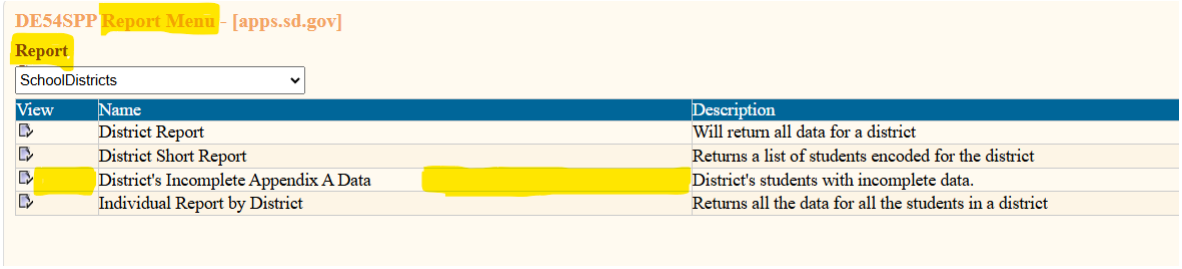
- Demographic data uploaded into LaunchPad
- Districts need to:
  - Check uploaded information such as student's **address and phone number**
  - Complete questions from student's IEP (Questions 16, 17, 20, and 21)
  - **Family contact information**
- **Due Friday, November 20, 2026**
- Login is unique to Indicator 14
  - Contact Lori.Kwasniewski@state.sd.us for lost or forgotten passwords
- https://apps.sd.gov/DP42LaunchPad/Logon.aspx

43

Indicator 14: Appendix A Exiter Information Secondary Transition

DUE Friday, November 20

- Ind14-How-to.pdf
  - Found at https://doe.sd.gov/sped/SPP.aspx
- On last two pages of guide includes instructions for an incomplete data report.



44

Indicator 14: Appendix A Exiter Information
Secondary Transition Continued

DUE Friday, November 20

Contact Lori.Kwasniewski@state.sd.us if your data includes any of the following:

- Student has returned to school, they should be removed
- Student is listed twice; one entry needs to be removed
- Student transferred to another district, should be added to the most current district
- Other errors?

- Only state staff can remove students

45



Miscellaneous

46

Lunch and Learns: Indicators 11 and 12

- **December 18** – Evaluation Timelines
- **January 22** – Birth to Three Referrals
- **February 26** – Parent Evaluation Tools and Requesting Extensions
- **April 2** – Reporting Requirements

- All Lunch and Learns will occur from 12:30pm-1:00pm Central Time (11:30am-12:00pm Mountain Time)

- Register on the online learning platform
  - Search Lunch and Learn: Indicator 11 and 12
  - Links to the webinar will be opened 2 weeks prior to the event and can be found on the homepage of the course.
- Questions? Ask Kelly Gilbert at Kelly.Gilbert@state.sd.us

47

Call for Presentations

- Calling all educators, professionals, and special education experts!
- We are looking forward to another year of bringing together presenters who are willing to share their expertise, experiences, and resources with conference attendees. Your contributions help create meaningful learning opportunities and support the continued growth of the special education field across South Dakota.
- **Submit Your Presenter Proposal by Nov. 24.**



48

Seeking Parent/Guardian Nominations for 2027 SPED Staff of the Year

- DOE is accepting nominations for the 2027 SPED Staff of the Year award.
- **Parents/guardians** may nominate SPED teachers, SPED directors, SLPs, OTs, PTs, school psychologists, or paraprofessionals who made an outstanding impact in their child's education and have served in their profession for three or more years.
- Nominations are due January 22, 2027.
- The 2027 SPED Staff of the Year will be announced at the 2027 South Dakota SPED Conference in Rapid City on March 24, 2027.
- Please share the nomination link with parents/guardians!
- Contact Stacy Holzbauer with questions.

49



Next SPED Webinar

December 15, 2026

Please share the SPED Webinar registration information with your district or agency special education professionals!

SPED Webinar PowerPoints are posted at:

https://doe.sd.gov/sped/directors.aspx

A recording is available for 2 weeks after the webinar and can be accessed by reaching out to your Regional Representative.

50