

Indicator 11: Child Find Initial Evaluation

What is the purpose of indicator 11?

Compliance Indicator: Percent of children who were evaluated within 60 days of receiving parental consent for initial evaluation or, if the State establishes a timeframe within which the evaluation must be conducted, within that timeframe

Indicator Goal: 100% of initial evaluations will be completed within the State established 25 school days of receiving parental consent or evaluation.

Connections to other indicator results: Early Childhood Transition (Indicator 12)

How do I enter or access district data?

Child Find Initial Evaluation data is collected annually through the state reporting system called Launchpad. Districts report all students who were received an initial evaluation to determine Part B eligibility.

Districts can choose to enter their data manually into the Launchpad system or upload the provided spreadsheet into Launchpad. After submitting the required information, the district will sign off on the data.

Information on how to enter data, a guide on who to report, how to access Launchpad, and a link to access the indicator 11 and 12 Launchpad system can be found at the [SPP/APR website](#).

What is the submission timeline?

Data for Indicator 11 is due by August 1st each year, submitting data from the previous school year. Initial evaluation data for transition evaluations from Part C to Part B will be reported in Indicator 12 data.

How is this indicator calculated?

$$\% = (b \div a) \times 100$$

- # of children for whom parental consent to evaluate was received.
- # of children whose evaluations were completed within 60 days (or State-established timeline).

Account for children included in (a) but not included in (b). Indicate the range of days beyond the timeline when the evaluation was completed and any reasons for the delays.

How do I improve my results?

- ✓ Have a written procedure for tracking all steps related to evaluation of students.
- ✓ Use a common calendar that is easy to read when tracking and calculating 25 school days.
- ✓ Complete all evaluations, including skill based, between school day 1 and school day 25

- ✓ Permission for extension to the timeline may be given prior to the 25th school day, by the parent, for reasons that meet the exception to the 25-school day timeline.
 - Exceptions may include if a student is chronically absent during evaluation window, parent fails or refuses to bring the child to the evaluation, or the student enrolls into the district during their evaluation window with a signed consent before eligibility has been determine. (ARSD – 24:05:25:03.02 Exception to initial evaluation timeline)

Frequently asked questions

Why is Indicator 11 important?

Indicator 11 data ensures all potentially eligible students are evaluated without unnecessary delay, compliance with the Individuals with Disabilities Act (IDEA) on local and state levels, and that all potentially eligible students receive a Free and Appropriate Public Education (FAPE).

What happens if a district does not meet the indicator 11 goal?

The district will be issued a Corrective Action Plan (CAP).

What procedures might be considered to ensure Indicator 11 requirements are followed?

- ✓ Training for all Special Education staff, and any other staff in the district and contracted with the district, who will participate in the evaluation process on Indicator 11 requirements.
- ✓ Assign responsibility for who will record the date the PPWN Consent for Evaluation is received by the district.
- ✓ Assign responsibility for who will count and record 25 school days on the PPWN Consent for Evaluation.
- ✓ Assign responsibility for communicating which evaluations need to be completed and when they will be due by, giving the team plenty of time for adjusting the schedule in case of absences or emergencies.
- ✓ Complete all evaluations, including skill-based assessments, within the 25-school day timeline.
- ✓ Training for all staff on exceptions to the rule, when it is appropriate to request an extension to the evaluation timeline, to request that extension before the 25th school day, and how to properly document permission to extend the 25-school day timeline.
- ✓ Assign responsibility for tracking and reporting Indicator 11 data, to be reported by August 1st of the fiscal year for the previous year.

RESOURCES

1. Parental Prior Written Notice/ Consent for Evaluation - <https://doe.sd.gov/sped/IEP.aspx>
2. State Performance Plan - <https://doe.sd.gov/sped/SPP.aspx>