

Kansas

Indicator 11: Child Find

Frequently Asked Questions

What is Child Find?

Child Find is Indicator 11 of the State Performance Plan (SPP), which is “Percent of children with parental consent to evaluation, who were evaluated and eligibility determined within 60 days (or State established timeline)” 20 U.S.C. 1416 (a) (3) (B). In Kansas 60 days is 60 school days as per K.A.R. 91-40-8(f) (g)

What is the timeline for the review?

The Indicator 11 data submission window opens on July 1, 2013 and closes on September 15th, 2013.

How often does this review occur?

Data will be reviewed every year for every district.

What students are included in the file review?

The review must include initial evaluations of students with disabilities found not eligible and students found eligible for special education identification. Students evaluated for Gifted only should not be included in the sample. Initial Evaluations for the population of initial evaluations must include students from Early Childhood through High School. The sample is drawn from the population of eligible and not eligible students who had an initial evaluation completed between July 1, 2012 and June 30, 2013.

How will the data be collected for this review?

Districts must use the *APR Ind Stu Data Collection* website to create the random sample from the population of initial evaluations, enter the data for the random sample and submission to KSDE. The Indicator 11 School Year 2011-12 data was entered and submitted through Kan_Service. Students who do not have a KIDS SSID are not permitted in Kan_Service. Children in private schools and children ages 3 through 5 who had an initial evaluation and who are not eligible for special education sometimes do not have a KIDS SSID. OSEP requires that these students be included in the Indicator 11 population.

The Kan_Service Indicator 11 feature is no longer used to collect and submit Indicator 11 data. KSDE and the GSTAD project developed a replacement for the Kan_Service Indicator 11 feature called the *APR Ind Stu Data Collection* website. The *APR Ind Stu Data Collection* website allows children who do not have a KIDS SSID to be included in the Indicator 11 population. The *APR Ind Stu Data Collection* website Indicator 11 data entry and submission website goes into production when the Indicator 11 data collection window opens on July 1, 2013.

In previous years an Excel file was made available to Data Clerks to use when collecting the Indicator 11 population from staff members such as school psychologists and speech and language clinicians. The *APR Ind Stu Data Collection* website offers an option of populating the Indicator 11 data from an Excel file. The *APR Ind Stu Data Collection* version of the Excel file is available for Data Clerks to download and use. Data Clerks are not required to use the Excel file. The Excel file is an option to using the Keyboard to enter the data, or, the Excel file and Keyboard can be used in combination with one another. The Excel file can be used to enter all or a portion of the eligible and non-eligible students from a MS Excel file. Data Clerks will be able to upload the data in the Excel file after the *APR_IndStuDataCollection* goes into production when the Indicator 11 data collection window opens on July 1, 2013.

A guide to the Indicator 11 Excel file can be downloaded by clicking on the SY2012_13_Ind11_Xfile_Guide (25April2013) link in the Indicator 11 section of the www.misdata.org webpage. The Indicator 11 Excel file can be downloaded by clicking on the SY2012_13_Ind11_XLfile (25April2013) link in the Indicator 11 section of the www.misdata.org webpage. The format in the SY2012_13_Ind11_XLfile is the only version that will work with the *APR Ind Stu Data Collection* website. The field names and field order can be found in the appendix of the *APR Ind Stu Data Collection* website Indicator 11 Guide located at www.misdata.org. Previous versions of the Indicator 11 Excel file format will not work with the *APR Ind Stu Data Collection* website.

Where can I get additional information on using the APR Ind Stu Data Collection website Indicator 11 features?

Step by step instructions are available by using the *APR Ind Stu Data Collection* website Indicator 11 Guide at www.misdata.org.

What happens if the Indicator 11 data is split between 2 MIS clerks?

Each Data Clerk will have access to the *APR Ind Stu Data Collection* website and will have the option of using the Keyboard to enter their data, or, using the Excel file to upload their data, or using the Keyboard and Excel file in combination with one another.

How is it determined on how many files a district must review?

The number of files reviewed is determined on the total enrollment of a school district.

Number of files to be reviewed:		
Size	Total Enrollment of the District	Number of Files to Review
Small	Up to 5,000 students	10 Files
Medium	5,001 to 24,999 students	15 Files
Large	25,000 students and up	20 Files

How many students will be selected if there are fewer than 10 evaluated?

If there are fewer than 10, the system will provide you with all of the students available. When fewer than students are available, all of the students will be submitted.

What evaluations should be included in the random sample?

Include Initial Evaluations where the Initial Evaluation Determination Date is between July 1, 2012 and June 30, 2013 inclusive.

Is there a specific date the random sample should be run?

There is no specific date, but the random sample needs to be done within the data submission window.

When does an evaluation occur for children transitioning into Part B, even if the district does not have a Part C program?

Eligibility for Part B must be established for children following the guidelines for initial evaluation as any child that would be referred for Part B eligibility determination.

Will students who transition from Part C with a current IFSP be included in the review?

Yes, children who have a current IFSP must have an initial evaluation to determine eligibility for Part B services.

What does the term “school day” mean?

School day means any day including a partial day that children are in attendance at school for instructional purposes, and has the same meaning for all children in school including children with and without disabilities. (34.C.F.R. 300.11, (c) (1))

How is the number of school days determined?

The beginning date of the 60 school days is the date the consent was received by school personnel and the ending date is when eligibility was determined. The *APR Ind Stu Data Collection* website indicator 11 feature will calculate the Approximate Number of Days between the Initial Evaluation Consent for Evaluation Received Date and the Initial Evaluation Eligibility Determination Date. If the Approximate number of days is greater than or equal to 60, the Data Clerk must calculate the actual number of school days and enter the number in the Actual Number of School Days field.

How are the number of school days counted when the consent for evaluation was received in one school year and the evaluation was completed in the next school year?

If the consent was obtained in one school year and the evaluation was completed in a subsequent school year, count the **number of school days** between the consent at the end of the regular term in the first year. Count the **number of school days** between the first day of subsequent school year and the date of the meeting to determine eligibility. Add the number of school days spent conducting the evaluation from the two years. Enter the actual number of school days in the Actual Number of School Days field.

What happens when the number of days is greater than 60?

If the number of school days is greater than 60, a reason must be provided choosing one of the options listed. (See K.A.R. 91-4—8(f) (g))

Why is a description required when the staff error reason is selected?

This information is required for reporting purposes in the Annual Performance Report.

What happens when a student in the random sample is not a student who had an initial evaluation completed during the current school year?

Delete the student from the list of eligible or not eligible students from the random sample when the student did not have an initial evaluation during the school year. If additional Eligible or Non Eligible students are available within the population, one of those students will be randomly selected and added to the Random Sample.