To: Special Education Directors and Early Childhood Contacts
From: Tiffany Smith, Early Childhood Special Education Program Consultant
Copy: Colleen Riley, Special Education Director
Date: July 24, 2012
RE: 2012 Early Childhood Outcomes (SPP Indicator B 7) Verification

The State Performance Plan Indicator 7 – Early Childhood Outcomes measures the percent of preschool children who demonstrate improvement in the areas of social emotional skills, use of knowledge and skills and use of appropriate behaviors during the time they received early childhood special education services in Part B. It is essential that each USD **verify that every child that meets the following criteria has been entered into the OWS by August 31, 2012.**

Population Criteria:

1. Any child who initially entered a Part B program with special education services provided within the timeframe of July 1, 2011 through June 30, 2012 if the child has the potential to be in the program for at least 6 months.
2. Any child with a **permanent/program** exit* from July 1, 2011 through June 30, 2012 who has been in a Part B preschool program for at least 6 months.

***Permanent/Program** exit for the purposes of this indicator are:

- Child is in a Part B preschool program and turns age 6 (the child is not in kindergarten). The last date of service field in OWS must be completed using a date no later than the day before the child's 6th birthday. The student exit record must be entered in OWS by July 31st. The "Kids No Permanent Exit" report in OWS may be helpful in tracking these students.
- Transitioning from preschool services to kindergarten
- Child has completed the IFSP/IEP and no longer requires services under IDEA
- Moved out of state
- Child is withdrawn by parent or guardian
- Child is deceased

Steps to complete the verification process by **August 31, 2012**:

STEP 1:

Print report the Kan_Service Ind 7 and Entry and Exit reports. A Users Guide to the Kan_Service Indicator 7 Entry and Exit Reports can be found at www.misdata.org.

STEP 2:

The Indicator 7 Entry and Exit reports serve as discrepancy reports to verify that all students that are entered in Kan-Service meeting specified criteria have corresponding records in the Early Childhood Outcomes Web System (OWS). The Indicator 7 Entry and Exit reports utilize data imported from OWS to generate these reports. The Kan_Service Entry and Exit reports use the Indicator 7 Entry and Exit

criteria and to make a comparison with the children in OWS. Children who meet the Indicator 7 Entry criteria who were not found in OWS appear on the Kan_Service Indicator 7 Entry report. Children who meet the Indicator 7 Exit criteria who were not found in OWS appear on the Kan_Service Indicator 7 Exit report. The Kan_Service Ind 7 reports will not print all students who meet the Ind 7 criteria. Only the children who are not found in OWS.

Discrepancies between Kan_Service and OWS could be due to either of the following situations:
1. When a child does not have the potential to be in a program for 6 months and is not entered in OWS, the child will appear on the Kan_Service Entry Report.
2. When LEA's import service lines for FY 2011 only and do not import service lines for FY 2010, the FY 2010 service line data is not available for Kan_Service to use in determining whether the child has been in a program for 6 months. In situations where the 6 months of service was delivered over two fiscal years, Kan_Service will not pick up that child's data. The child may appear on the OWS report and not appear on the Kan_Service Exit Report.

STEP 3:

Retain a file with both reports. Matching reports will document timely data entry for this indicator and may be requested or reviewed by KSDE at any time. **Do not send verification reports to KSDE at this time.**

If you have any questions on this process, contact Tiffany Smith, SES Early Childhood Special Education 619 Coordinator at tsmith@ksde.org or 785-296-1944.