

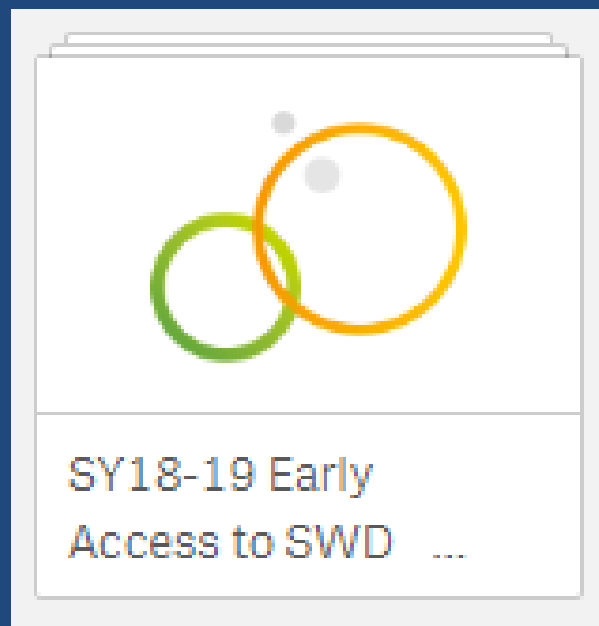
The LEA Special Education Point of Contact Monthly Webinar will begin momentarily.

A copy of today's presentation is available for download through GoToWebinar. To access, expand the Handouts' menu.

Today's webinar will include a live demo training on a Qlik app. Please take a moment to verify you have access to this app in Qlik.

Go to <https://analysis.osse.dc.gov> attempt to login, select the LEA stream on the left-hand side, and look for this app:

If you do not have access, please follow up via the **OSSE Support Tool**. You will still be able to participate in today's training.





## LEA Special Education Point of Contact Monthly Webinar

May 16, 2018

OSSE Division of Data, Assessment, and Research

OSSE Division of K-12 Systems and Supports

OSSE Division of Student Transportation

OSSE Division of Teaching and Learning



- Student Transportation Updates & Reminders
- Training on the Qlik App 'Early Access to Students with Disabilities Data'
- Reminders and Announcements



# Transportation Announcements & Reminders



# Changes to TOTE for 2018-19 School Year

**OSSE will roll out a new system to replace the Transportation Online Tool for Education (TOTE) coming in the 2018-19 school year**

- Integrated, easy-to-use cloud-based system
- Streamlined and reduces data entry
- OSSE will provide a demonstration of the new system during the June 12 Start of School Summit
- LEAs should continue to use TOTE until OSSE communicates deployment and training timelines for the new system



# Submitting Transportation Data in TOTE

TOTE is available for LEAs to submit transportation certification data.

**Please log in and begin entering school calendar information as well as student transportation requests for both Extended School Year (ESY) 2018 and the 2018-19 school year.**

All LEAs and schools that will serve as ESY sites and have students eligible for ESY transportation must submit their new **ESY 2018 school calendars** to OSSE's Division of Student Transportation (DOT) via TOTE.

For **non-public schools**, please upload your **ESY and school year calendars** in TOTE, which will allow the LEAs to complete the transportation request for students attending your school for ESY and the regular school year.

Both the ESY and school year **certification process** entail successful submission of school calendars and transportation requests for all eligible students.



# Transportation Request Forms: Deadlines

OSSE DOT requires a new Transportation Request Form (TRF) for both the ESY and the regular school year for all students who are eligible.

- **Students eligible for ESY transportation**

- **Deadline: Monday, May 7, 2018**

- Use TOTE for all ESY requests

- **Students eligible for 2018-19 school year transportation**

- **Deadline: Monday, June 4, 2018**

- Students returning for 2018-19 school year

- **Deadline: Two weeks prior to start of school year**

- Students new to the LEA for 2018-19 school year

- Use TOTE to begin submitting requests—OSSE will notify LEAs when the new system is ready for use



# Transportation Training & Resources

- **Upcoming TOTE Trainings at OSSE:**
  - **May 31, June 28** (90-minute sessions)
  - Register here: <https://osse.dc.gov/event/tote-esy-2018-and-2018-19-school-year-update-and-certification-workshop>
- Check out the [NEW SY18-19 Transportation Checklist](#)
- TOTE Access: <https://octo.quickbase.com/db/bh9fgniun>
- TOTE Support Line: (202) 576-5520 or [DOT.data@dc.gov](mailto:DOT.data@dc.gov)
- TOTE Quickstart Guide: <https://osse.dc.gov/node/756732>
- [TOTE refresher training recording](#) (last 15 minutes of video)

**REMINDER:** Please submit ESY & SY18-19 calendar information to TOTE as soon as possible





# SY 2018-19 Transportation Checklist

<https://osse.dc.gov/publication/lea-transportation-checklist-2018-19-school-year>

## LEA Transportation Checklist for Start of New School Year

### Overview

This document outlines transportation related tasks for LEAs to complete for the start of 2018-19 school year. This checklist is developed for LEAs that have students who are eligible for transportation services.

### Checklists

#### Planning and Preparation

✓	Tasks	Recommended Start Date	Recommended End Date
<input type="checkbox"/>	LEA Data Manager updates the list of transportation POCs in <a href="#">eScholPLUS</a> to ensure that the appropriate team members gain access to necessary systems and receive notifications	Start of School Year	April 20
<input type="checkbox"/>	LEA Data Manager emails Special Education Transportation Application Support team ( <a href="mailto:dot.data@dc.gov">dot.data@dc.gov</a> ) to obtain access for Transportation POC or Special Education Coordinator	March 1	As needed for new LEA staff members
<input type="checkbox"/>	Run the 'DC Transportation' report in <a href="#">SEDS</a> to obtain list of students who are eligible for transportation service <ul style="list-style-type: none"><li>- After running the report, connect with your school team to double-check that no other students require transportation and develop plan for fixing any errors</li></ul>	March 1	June 1



# Early Access to Students with Disabilities Data Qlik App



# Access to Early Access SWD App in Qlik

In order to access Qlik and the Early Access to Students with Disabilities (SWD) app, the LEA SE POC **must** complete two steps:

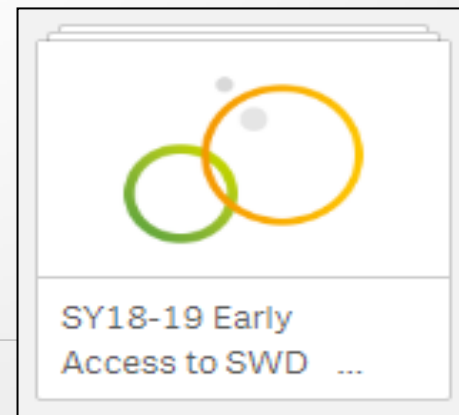
## 1. Obtain SLED credentials

- To receive SLED credentials and training, send an email to [SLED.info@dc.gov](mailto:SLED.info@dc.gov).

## 2. Receive a Qlik token from OSSE

- LEA SE POCs listed on the official **LEA Contact List** in **eSchoolPlus** have been granted a token (LEA Data Managers are responsible for updating this contact list).
- Use the OSSE Support Tool to troubleshoot access issues.

Not sure if you have access? Go to <https://analysis.osse.dc.gov/>, attempt to login, and look for this app:



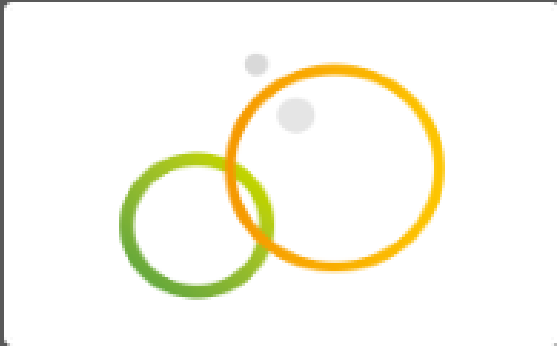


# Early Access to Students with Disabilities Data Application: Overview

- Gives LEAs timely and appropriate access to information for students with disabilities, including those who will be newly enrolling in the LEA for the 2018-19 school year.
  - Available in Qlik Sense to LEA Data Managers and Special Education Points of Contact (SE POCs).
- Updated **daily** and reflects **changes in enrollment**.
- Provides student demographic information from SLED as well as comprehensive data points in SEDS including:
  - Primary disability category
  - Eligibility start and end dates
  - IEP start and end dates
  - Special education level
  - Weekly service hours
  - Assistive technology
  - Related services: setting, time, frequency
  - Least restrictive environment
  - Dedicated aide and hours
  - Transportation eligibility and mode
  - ESY eligibility



# SY 18-19 Early Access to SWD Data



## SY18-19 Early Access to SWD Data

Data last loaded: May 12, 2018, 8:30 AM

Published: Apr 27, 2018, 4:16 PM

Published to: ESSE



Sheets

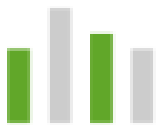


Bookmarks

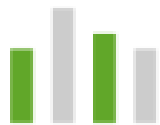


Stories

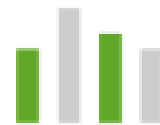
### ▼ Base sheets (4)



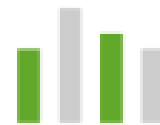
Students With Disabilities (SWD)...



SWD: SPED Levels and Services ...



SWD: SPED Levels and Services ...



Transporation and Esy Details From ...



# Early Access to Students with Disabilities

## Data Application: LEA User Tips

- Guide meaningful discussions around needs and preparedness.
- Compare staffing levels with student needs.
- Determine additional staff training needs.
- Plan for dedicated aide allocations.
- Review student information to determine classroom and cohort assignments.
- Prepare to complete transportation requests.
- Develop a calendar of meetings.
- Coordinate records transfers with sending schools.
- Establish relationships with parents.
- Regularly destroy exported data to protect student privacy.



DC Municipal Regulations (DCMR)  
Chapter 30 Proposed  
Rulemaking



# Chapter 30 Proposed Rulemaking

- On Friday, April 6, 2018 OSSE released a Notice of Proposed Rulemaking providing draft proposed revisions to the special education regulations currently located in Title 5-E, Chapter 30 of the District of Columbia Municipal Regulations (5-E DCMR §E-3000-3099).
- Limited revision to the current Chapter 30, to be effective for the 2018-19 school year, that addresses critical gaps and clarifies existing responsibilities related to:
  - Child Find obligations;
  - Referrals for initial evaluation;
  - LEA responsibility to conduct reasonable efforts to obtain parent consent prior to an initial evaluation;
  - Reviewing existing information and data during the initial evaluation of a child younger than age 6;
  - LEA responsibilities related to extended school year services; and
  - Requirements related to the provision and documentation of prior written notice.





# Chapter 30 Proposed Rulemaking

- **REMINDER! Proposed Chapter 30 Special Education Regulations**
- Public comment on the proposed regulations ends on Monday, May 21, 2018. The Notice of Proposed Rulemaking is available at:  
<https://osse.dc.gov/node/1322836>
- To submit comment:
  - Email written comments to: [OSSE.Publiccomment@dc.gov](mailto:OSSE.Publiccomment@dc.gov)
  - Mail or hand deliver to: Office of the State Superintendent of Education, Attn.: Elisabeth Morse re: Special Education NPR, 1050 First Street, NE 5th Floor Washington, DC 20002
- Contact Christie Weaver-Harris at [Christie.Weaver-Harris@dc.gov](mailto:Christie.Weaver-Harris@dc.gov) or (202) 741-0470 with questions.



# Reminders and Announcements



# Child Outcomes Summary (COS)

**NOTE: This slide is relevant to LEAs serving grades Pre-K3 and/or Pre-K4**

**Next OSSE Checkpoint: Friday, June 29, 2018**

- LEAs must complete and submit **exit data** in DC CATS for all preschool-aged children with IEPs who have exited a pre-K special education program (e.g., left the state, reached age 6, are entering kindergarten or no longer qualify for preschool special education services).

## Training & Resources

- **COS Data Collection Training: Monday, June 11, 2018, 2-4 p.m. at OSSE.**  
[Register here.](#)
- Learn more about the COS data collection process, and DC CATS:  
<http://osse.dc.gov/service/child-outcomes-summary-cos-data-collection>.
- For more information or questions, please contact Carlene Reid at (202) 741-7635 or [Carlene.Reid@dc.gov](mailto:Carlene.Reid@dc.gov).



# Evidence-Based Practices PD Opportunity

## Evidence-Based Practices: Master Teacher Cadre in Secondary Special Education Institute

The Master Teacher Cadre in Secondary Special Education program (MTC-S) is a partnership between OSSE and American University.

- **Saturday, June 2, 2018, 9 a.m.—1 p.m. at OSSE**
- Earn 4 professional learning units
- The 2018 Cohort of the MTC-S will share their research findings around evidence-based practices and actions plans for their schools.
- All educators, leaders, and school staff who serve grades 6-12 students with disabilities in **both general and special education settings** are invited to attend.
- [REGISTER HERE](#)
- For questions, contact [Angela.Awonaike@dc.gov](mailto:Angela.Awonaike@dc.gov).



# Secondary Transition Institute

- **Wednesday, June 6, 2018, 8:30 a.m.—4:30 p.m. at OSSE**
- All LEA and nonpublic staff serving middle or high school students with disabilities are invited to attend.
- Keynote, breakout sessions, team planning time, and lunch provided.
- Gather resources and meet with individuals from across the District who are working to improve post-school outcomes for students with disabilities
- [REGISTER HERE](#)
- For more information or questions, please contact Emily Lehman at [Emily.Lehman@schooltalkdc.org](mailto:Emily.Lehman@schooltalkdc.org) or (202) 907-6887.

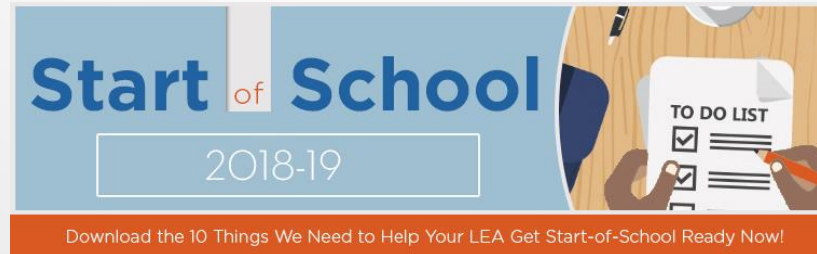


# Start of School Overview

- As the 2017-18 school year winds down and 2018-19 ramps up, OSSE is once again launching its Start of School Campaign.
- With five priority areas for SY18-19, OSSE intends to leverage the progress made last year to continue improving the start of school experience for LEA leaders and staff.

## **Overall, the goals of the Start of School Campaign are to**

- **Reduce and streamline the requests** OSSE makes of LEAs, staff, schools, students, and families during the busy months of August and September
- **Improve communications** to LEAs by delivering messaging with greater clarity, timeliness and coordination across OSSE
- **Offer user-driven, helpful tools** to aid LEAs in solving problems impeding the delivery of quality start of school services
- **Enhance the responsiveness and quality of support** OSSE provides to LEAs, staff, schools, students, and families at the start of school





# 2018 Start of School Campaign Priorities

- Priority areas for the SY18-19 Start of School campaign include **early access to information for ELs**, **connecting LEA SIS to OSSE data systems**, **data system troubleshooting**, **timely access to SWD transportation**, and a **streamlined and effective enrollment audit**.

Early Access to Information for English Learners



Early Access to Information for English Learners

Shared through the Early Access Qlik application, an updated English Learner Guidebook, and earlier release of 2017-18 ACCESS scores

Easy LEA Student Information System Connections



Easy Connection of Your Student Information System to OSSE's Data System

Facilitated by a new data error resolution tool to help LEAs resolve data errors that prevent student data pushes into state systems

Effective OSSE Data System Troubleshooting and Support



Effective Troubleshooting and Support for OSSE Data System Issues

Delivered via expanded DAR Liaison capacity, streamlined responses to OST tickets, new troubleshooting tools, and better communication

Timely Access to Transportation for Students With Disabilities



Timely Access to Transportation for Students with Disabilities

Made possible by a new, simplified, and more accurate system for transportation request form submission

A Streamlined and Effective Enrollment Audit



A Streamlined and Effective Enrollment Audit

Supported by an updated Enrollment Audit and Child Count Handbook and enhanced applications to improve transparency and ease of use



# 2018 Start of School Summit



Early Access to Information  
for English Learners



Easy Connection of Your  
Student Information System  
to OSSE's Data System



Effective Troubleshooting  
and Support for OSSE Data  
System Issues



Timely Access to  
Transportation for Students  
with Disabilities



A Streamlined and  
Effective Enrollment Audit

- **KEY DETAILS**

- Tuesday, June 12; Wednesday, August 1 (*make-up date*)
- Gallaudet University Kellogg Conference Center

- **PURPOSE**

- Full-day training to help critical LEA contacts gain the skills and tools necessary for a successful start to the 2018-19 school year

- **TARGET STAKEHOLDERS**

- LEA data managers, enrollment audit points of contact, homeless student liaisons, special education points of contact, and transportation leads; LEA leaders are optional, but encouraged.

For more details – including an [agenda](#) - and to [register](#), visit OSSE's [2018-19 Start of School website](#).





# 2018 Start of School Summit

## Timely Access to Transportation for Students With Disabilities



Timely Access to  
Transportation for Students  
with Disabilities

Breakout sessions for LEA-level Special Education POCs will include

- *Preparing to Serve Students with Disabilities*, which will provide tools and training for LEAs to prepare effectively to serve students with disabilities at the start of the school year. Session will cover the Qlik Early Access app, administrative tasks in SEDS, key updates to Chapter 30, and Child Count considerations, and
- *Early Childhood Special Education*, which will provide information on early childhood-specific special education policies, practices, and procedures, including C to B transition and Child Find considerations.



# LEA Look Forward Newsletter

Our weekly newsletter contains important information and announcements:

- Start of school updates
- Updates to relevant laws and policies
- Grant opportunities
- Reminders of key dates & deadlines
- Professional development opportunities

**LEA leaders and POCs are expected to review each week's publication and pass along relevant content with LEA staff.**

**Subscribe** to receive the LEA Look Forward via email each Wednesday by sending a request to [OSSE.Communications@dc.gov](mailto:OSSE.Communications@dc.gov).

View recent versions on OSSE home page under "Newsletters" [www.osse.dc.gov](http://www.osse.dc.gov) or [www.osse.dc.gov/newsroom/newsletters](http://www.osse.dc.gov/newsroom/newsletters)

The screenshot shows a navigation bar with four items: 'Press Releases', 'Newsletters', 'Testimonies', and 'Advisories'. Below the navigation bar is a list of newsletter entries, each with a date badge and a title:

Date	Newsletter Title
10 JAN	LEA Look Forward for Jan. 10-16, 2018 2018 PARCC Registration and Personal Needs Profiles
3 JAN	LEA Look Forward for Jan. 3-9, 2018 [Required Training] Implementing Effective Child Find Your LEA
27 DEC	LEA Look Forward for Dec. 27, 2017 - Jan. 2, 2018 View the LEA Look Forward for Dec. 27, 2017 - Jan. 2,
20 DEC	LEA Look Forward for Dec. 20-26, 2017 Important Update: Enhanced Documentation Required Payments



# OSSE Professional Development Calendar

Stay informed of upcoming professional development (PD) opportunities by viewing the PD section of the weekly **LEA Look Forward** newsletter.

**Newly announced PD events** will be listed here.

Running calendar of **previously announced** upcoming PD events can be viewed under **“Dates to Remember.”**

## Professional Development Opportunities

- [Response to Intervention: Foundations](#) (reminder)
- [Next Generation Science Standards \(NGSS\) Professional Development Course](#) (reminder)
- [Next Generation Science Standards \(NGSS\) Formative Assessment Professional Development](#) (reminder)
- [Nonviolent Crisis Intervention Trainings](#) (reminder)
- [Save the Date! 2018 Secondary Transition Institute](#) (reminder)

## Dates to Remember



DISTRICT OF COLUMBIA  
OFFICE OF THE STATE SUPERINTENDENT OF

# EDUCATION

**2017-18 School Year  
Professional Development Calendar**

OSSE Division of Teaching and Learning

OSSE Division of Teaching and Learning Course Catalog & Calendar  
<https://osse.dc.gov/publication/k-12-professional-development-catalog>



# Thank you!

Data systems access and training, SEDS issues: OSSE Support Tool

Policy questions: [OSSE.DSEpolicy@dc.gov](mailto:OSSE.DSEpolicy@dc.gov)

TOTE and transportation: (202) 576-5520 or [DOT.data@dc.gov](mailto:DOT.data@dc.gov)

Special education monitoring: [Karen.Morgan-Donaldson@dc.gov](mailto:Karen.Morgan-Donaldson@dc.gov)  
or your LEA state rep

Statewide assessment questions: [OSSE.Assessment@dc.gov](mailto:OSSE.Assessment@dc.gov)

**This concludes our LEA SE POC monthly webinar series for SY 2017-18. The next webinar will be in August 2018.**