OSSE Nonpublic School
Start of School 2021-22 Meeting

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Agenda

- OSSE Team Introductions

- Public Health Emergency & Public Emergency Status Review

- COVID-19 Topics

- Ongoing Operations

- Wrap Up and Q&A

Introduction

Introduction

OSSE dedicates two teams to support students who attend nonpublic schools:

1. The Nonpublic Systems and Support Teams were created starting October 2020 from a realignment process that included splitting up the Nonpublic Monitoring Team into two teams:

   - Nonpublic Systems Oversight – Sharon Powell
   - Nonpublic Support – Edgar Stewart

2. Nonpublic Payment & Medicaid Recovery Teams – Yvonne Smith

Nonpublic Monitoring Team Roles

Nonpublic Monitoring- Systems Oversight (Monitoring)	Nonpublic Monitoring- Supports (Investigations/Reviews/Supports)
COA Applications - Initial - Renewals - School closures - Amendments	Allegations & Complaints - Response to Incidents (RTIs)- Investigations - Response to Concerns- Reviews
Routine Onsite Monitoring (Nonpublic Schools)	Policy and Regulatory - COA regulation revisions - Other policy matters
Routine Desktop Monitoring (DC LEAs)	Training/Resources/Supports: - Trainings/Webinars/PDs - Guidance/Toolkits/Tip sheets
Incident Report Reviews- Part 1	Incident Report Reviews- Part 2
Annual Nonpublic School Assurance	Emergency Activities (e.g. hurricane response, COVID-19)
Inter- & Intra-agency coordination (secondary)	Inter- & Intra-agency coordination (primary)

Public Health Emergency & Public Emergency Status

- Per the July 24, 2021, Mayor's Order ([2021-096](#)). the **public health emergency** was terminated on July 25, 2021.

- The **public emergency** ended on Oct. 8, 2021.

  - District government will continue to respond as appropriate to pandemic-related health and safety issues that arise which may affect school operations related to DC students.

Public Health Emergency Implications

Previous State	Current State
DC license (including teaching and related service provider licenses) expiration dates have been waived per Mayor's Order.	DC licenses (including teaching and related service provider licenses) must be current by Sept. 9, 2021 (i.e., 45 days after the public health emergency has ended).

End of the Public Health Emergency: Implications

- Onsite monitoring visits to nonpublic schools resumed on June 1, 2021.

- DC license holders (including teaching and related service provider licenses) credentials must be current by Sept. 9, 2021.

- Attendance reporting in the Special Education Attendance Tracking System (SEATS) should be completed in accordance with OSSE guidance below in slides 25-27.

COVID-19 Topics

OSSE-Published COVID-19 Guidance

Guidance includes information on:

- Health and safety resources

- Educator licensing

- Guiding principles for continuous education

- Serving students with disabilities, students experiencing homelessness and English learners

- Enrollment processes

- Assessment, data and accountability

- Educational resources for families

Updated OSSE Guidance Documents

Nonpublic School Questionnaire

By **Nov. 1, 2021**, all nonpublic schools are required to complete a brief questionnaire for the 2021-22 school year regarding Continuous Education Plans (CEPs) and collaboration with local education agencies (LEAs).

The questionnaire can be accessed and submitted here.

Continuous Education Plans

Nonpublic schools are required to submit CEPs for the 2021-22 school year by **Nov. 15, 2021** via the OSSE.COA@dc.gov mailbox. This includes all nonpublic schools that receive OSSE funding, both day and residential schools.

The CEPs should be developed in collaboration with LEAs and should be aligned with LEA plans and with the District of Columbia's SY 2021-22 LEA Continuous Learning & School Recovery Plan, the OSSE Guiding Principles for Continuous Education, and in compliance with the OSSE Certificate of Approval (COA) regulations.

Nonpublic School Safety Measures

Key COA Regulations

- Nonpublic schools must be able to provide written documentation and demonstrate adherence to the state and local jurisdictional fire, safety, building code, health, and sanitation requirements.

- Nonpublic schools must also have current documentation and approvals from their state and local agencies that cover safety, fire, lead paint, health, building code, Americans with Disabilities Act and any other inspections that may be required by local or state authorities.

- OSSE will only issue COAs to nonpublic school that are able to demonstrate the the health and safety of its students and that all components in students' IEPs are able to be served.

5-A 28 DCMR §§ 2801.2 , 2803.2, & 2828.1

Nonpublic School Safety Measures

Key COA Regulations

- Nonpublic school must report all suspected neglect or abuse to the appropriate federal, state or local jurisdictions.

- Nonpublic schools must adhere to the IDEA's discipline procedures and procedural safeguards as well as ensure that all behavioral intervention strategies enhance IEP delivery while minimizing disruptions to students' academic programs.

- All emergency situations (e.g., fire) must be reported in writing to the sending LEA and OSSE with written notification as soon as possible with status updates reports provided at OSSE's request.

5-A 28 DCMR §§ 2811.1, 2814.2, & 2831.1

Nonpublic School Safety Measures

Key COA Regulations

- Finally, the COA regulations create a robust scheme that includes other ways of ensuring safety through more specific reporting and limits on the use of certain behavioral interventions.

Nonpublic School Safety Measures: OSSE Expectations

Nonpublic schools should continue to:

- Ensure the students are safe and available to learn.

- Work with LEAs to ensure students have access to all technology equipment and internet access needed for virtual instruction when needed.

- Review and apply applicable, federal, state, and local jurisdiction departments of health recommendations and guidelines in operating their schools in a safe manner.

- Partner with the LEAs and parents of DC students to ensure they are kept abreast of the school's mitigation strategies.

- Review and update their crisis plans to address pandemics such as COVID-19 and provide copies of updated crisis plans to OSSE.

- Communicate frequently with OSSE to provide updates and seek guidance on all COA-related matters, including non-COVID-19 issues.

Student-Level Reporting Requirements

Nonpublic schools are required to report instances of **DC students** contracting COVID-19 in the OSSE Incident Report Module using the Incident Type- Emergency Reporting. Information reported should include:

- Student personally identifiable information (PII)

- Affected students' parents notified

- Affected students' LEAs and other placing agencies notified

- Nonpublic school has facilitated contact between affected students and their parents/guardians

Student-Level Reporting Requirements

Nonpublic schools are required to report instances of **DC students** contracting COVID-19 in the OSSE Incident Report Module using the Incident Type- Emergency Reporting. Information reported should include:

- Nonpublic school must upload a copy of the incident report to the IR Module

- Description of safety measures put into place (e.g., student placed in quarantine to protect other students from exposure to the virus)

- Students' treatment status (e.g., isolation or quarantine)

OSSE Incident Report Form

Student-Level Reporting Requirements

Nonpublic schools are required to report the following information to OSSE and respective DC LEAs:

- Total number of DC students currently placed at nonpublic school

- Total number of individuals (students & staff) who have tested positive

- Description of school/facility mitigation strategies put into place to reduce the spread of the disease

All information should be reported to nonpublic schools' assigned OSSE Nonpublic Program Monitor

Nonpublic School Safety Measures Resources

OSSE Guidance
- [Health and Safety Guidance for Schools: COVID-19 Recovery Period](#) (Updated: 8/9/2021)
- [School Health and Safety Resources](#) (Updated: 4/15/2021)

DC Coronavirus Guidance
- [Coronavirus (COVID-19) Resources](#)

CDC Resources
- [COVID-19 Resource Page](#)
- [Schools & Child Care](#)

Licensure

Licensure

Q: Is the Mayor's Executive Order extension waiver allowing teletherapy to be delivered still in effect for the 2021-22 school year? Can out-of-state providers continue to serve DC students remotely?

A: No. The Mayor's Executive Order extension waiver allowing teletherapy to be delivered expired on Sept. 23, 2021. Therefore, out-of-state providers can no longer provide related services to DC students remotely. OSSE will provide additional updates as they are developed.

Attendance

In the 2020-21 school year, OSSE developed a set of attendance reporting codes to capture the unique situations resulting from the pandemic's affect on nonpublic school operations (e.g., distance and hybrid instruction). These codes were created in the Special Education Attendance Tracking System (SEATS) to capture students' daily presence/absence at school.

Attendance

For the 2021-22 school year nonpublic schools should continue to record attendance in the Special Education Attendance Tracking System (SEATS) on an ongoing basis to document student's daily presence at school. Codes created by OSSE should be utilized to document daily attendance during the 2021-22 school year as appropriate.

The original codes should be utilized to record in-person student attendance. While the public emergency codes should be utilized to record virtual student attendance.

Attendance Coding

2021-22 School Year SEATS Codes for Nonpublic School Attendance Recording	
Standard Codes	**Public Emergency Codes**
P: Present In-Person	HE: Present Distance learning
EX,EM,EI,ED,EC,ER: Excused Absence	EA: Excused Absence COVID-School open-No services provided to student
UA: Unexcused Absence	UX: Unexcused Absence-Distance learning Student
U: Non-school day	U: Non-school day
PE: Absent, school fully closed due to COVID. No services available Use the Public Emergency code	PE: Absent, school fully closed COVID –No services available
W: Student withdrawn	W: Student withdrawn
T: Transportation	T: Transportation

NP Invoice Box File Transfer Protocol (FTP)

- All nonpublic schools **must submit** invoices through the online portal. Invoices must be uploaded as one single document with multiple pages. Do not submit multiple individual invoice pages as OSSE cannot guarantee invoice will be properly reassembled.

- Save the invoice package as one document (invoice, attendance, etc.)

- Clearly identify your school name with each submission:

  - Email = the address of the invoice contact person.

  - Description = School name, Invoice month & year

- Revisions must be clearly noted in the description field:

  - Description = REVISED, School name, Invoice month & year

- Submission confirmation: When an invoice is properly submitted you will receive the following message, "Thanks! Your file was sent." If you do not receive this notice the invoice was not submitted and you will need to try again.

NP Invoice Funding and Payment Remittance

OSSE will continue to fund and remit payment to nonpublic schools for all IEP documented services throughout the 2021-22 school year.

Nonpublic schools must complete the following to comport with current guidance:

- Have current 2021-22 CEP on file with the LEA and OSSE
- Have submitted the 2021-22 OSSE NP questionnaire
- Have service trackers on file in SEDS for all provided related service sessions*
- Service tracker notes must document service delivery modality (virtual/in-person)
- Attendance logs must be included with each invoice
- Completed an OSSE rate review and have received an OSSE Rate Confirmation

*Access to student files in SEDS and timely documentation of services will continue to be required.

Ongoing Operations

Key Points of Contact for OSSE Data Systems

- **Special Education Data System (SEDS)**

  ▪ Nonpublic School SEDS POC

  ▪ OSSE Support Tool (OST)

- **Staff Qualifications Information Repository (SQUIRE)**

  ▪ For SQUIRE access & assistance contact Jackie Corsey at Jacqueline.Corsey@dc.gov

- **Incident Report (IR) Module**

  ▪ For IR Module access contact Sharon Powell at Sharon.Powell@dc.gov

- **Special Education Attendance Tracking System (SEATS)**

  ▪ For SEATS assistance contact Jackie Corsey at Jacqueline.Corsey@dc.gov

- **DC Corrective Action Tracking Systems (DC CATS)**

  ▪ Megan Williams, Megan.Williams@dc.gov

Reporting Requirements: Incidents

Nonpublic schools must:

- Report **all** incidents (including school and outside of school such as in residents) involving DC students

- Report incidents involving physical restraint, seclusion, physical injury, suspected child abuse or neglect, and emergency reporting incidents (e.g., positive COVID-19 case)

- Report incidents in the Incident Report (IR) Module & in students' SEDS files within one business day.

Reporting Requirements: Attendance & Staff Information

Attendance

- Student attendance should be reported in SEATS.

- Nonpublic schools should continue to notify students' sending LEA when a student accrues five or 10 days of unexcused absences in a marking period or across the school year, respectively.

Staff Information

- Nonpublic schools should continue to report staff information including professional credentials, restraint certifications, and criminal and child protective registry background checks in the Staff Qualifications Information Repository (SQUIRE).

Special Education IEP Processes: Service Delivery and Documentation

- All related service delivery should be documented in a timely manner in SEDS or by providing it to the respective LEA.

- Note: Be sure to include the specific service delivery modality (i.e., in person or virtual) for all related service trackers.

- Consult your school's Nonpublic SEDS POC first in addressing SEDS access issues. Additional SEDS access troubleshooting tips can be found here.

Correction of Identified Noncompliance & COA Regulation Adherence

Correction of Identified Noncompliance
All noncompliance identified through the student file review or onsite monitoring processes must be corrected in a timely manner in the DC Corrective Action Tracking System (DC CATS). For additional assistance with accessing DC CATS monitoring reports, please contact your assigned OSSE Nonpublic Program Monitor.

Continued Adherence to All COA Regulations
All COA holders should continue to adhere to all COA regulations, including participation in onsite monitoring visits, timely correction of identified noncompliance, submission of valid teacher and related service provider credentials and valid criminal and child protective services registry background checks.

Wrap Up and Q&A

Resources

Nonpublic School Safety Measures Resources

OSSE Guidance

- [Health and Safety Guidance for Schools: COVID-19 Recovery Period](#) (Updated: 8/9/2021)

- [Formula Allocations to Support School-Based Coronavirus (COVID-19) Testing in 2021-22 School Year](#)

- [School Health and Safety Resources](#) (Updated: 4/15/2021)

DC Coronavirus Guidance

- [Coronavirus (COVID-19) Resources](#)

CDC Resources

- [COVID-19 Resource Page](#)

- [Schools & Child Care](#)

Contact Information and Resources

Contact Information

- Sharon Powell, Nonpublic Systems Oversight, Sharon.Powell@dc.gov

- Dr. Edgar Stewart, Nonpublic Support, Edgar.Stewart@dc.gov

- Yvonne Smith, Nonpublic Payment & Medicaid Recovery Teams, YvonneS.Smith@dc.gov

Resources

- [Guidance and Resources for COVID-19-related Closures and Recovery](#)

- [Special Education Resource Hub: What Families & Students Need to Know this Year](#)