LEA Special Education Point of Contact Monthly Webinar

October 20, 2021

OSSE Division of Systems and Supports, K-12 (K12SS)
OSSE Division of the Chief Information Officer (CIO)
OSSE Division of Teaching and Learning (TAL)

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

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

Agenda

- Introduction

- Policy Reminders and Updates

- Individuals with Disabilities Education Act (IDEA) Monitoring Reminders and Updates

- Nonpublic Updates

- Assessment Updates

- Transportation Updates

- Announcements & Reminders

Policy Reminders and Updates

Reminders: Special Education Guidance for 2021-22 School Year

- [IDEA Part B Provision of FAPE: Guidance for School Year 2021-2022](#) addresses LEA obligations for students with disabilities as schools return to in-person instruction during the 2021-22 school year.

- OSSE sent Dear Colleague Letters to [LEAs](#) and [nonpublic special education schools](#) regarding recovery and accelerated learning for students with disabilities attending nonpublic special education schools.

- Special Education Policy Bulletins are available on [OSSE's Special Education Policy Guidance page](#)

- Contact Christie Weaver-Harris (Christie.Weaver-Harris@dc.gov) or the Special Education Policy Team (OSSE.DSEpolicy@dc.gov) with questions.

SY2020-21 IDEA Parent Survey

OSSE is seeking your assistance in communicating with parents about the SY2020-21 IDEA Parent Survey.

- As part of the Annual Performance Report (APR), states collect information and report the percent of parents with a child receiving special education services who report that schools facilitated parent involvement to improve services and results for children with disabilities.

- OSSE is providing materials to assist LEAs with disseminating the survey to parents of students with disabilities:

  - Sample email and school newsletter language

  - Graphic postcards

- For more information please see OSSE's Parent Survey website or contact Brittany Patrick at Brittany.Patrick@dc.gov.

IDEA Part B Monitoring and Compliance Activities

Estimated Timeline	Monitoring and Compliance Activity

September 2021	• Monitoring on IDEA Equity Requirements
	  • Significant Disproportionality (CEIS)
	  • Disproportionate Representation (APR Indicator 9 & 10)
	  • Significant Discrepancy (APR Indicator 4)
	• FFY 2019 LEA Determinations

November 2021	• Child Find Monitoring for 3- to 5-year-old students
January 2022	• Child Outcome Survey (COS)
May 2022	• Secondary Transition Requirements Monitoring • Reevaluation Timeliness Monitoring
June 2022	• Child Outcome Survey (COS)
July 2022	• IEV Timeliness Monitoring with a focus on 3- to 5-year-old students

IDEA Part B Determinations

- Determinations for FFY 2019 (2019-20) were issued last month via Quickbase through the OSSE IDEA Determinations Application.

- Access was provided to LEA Head of School, Data POC and LEA SPED POC.

- The appeal window ends on October 30, 2021.

- For more information on the OSSE IDEA Determinations Application please click here for a short tutorial.

Stakeholder Feedback

- IDEA requires states to develop a State Performance Plan (SPP) to measure IDEA implementation. Implementation is measured in our Annual Performance Report (APR).

- OSSE is soliciting stakeholder feedback on its proposed targets for Indicators 1 through 15 for the new SPP/APR package for FFY20 to FFY25

- For more information, please email Karen.Morgan-Donaldson@dc.gov.

Nonpublic Updates

OSSE's Annual Nonpublic School Focused Webinar

- Held on Thursday, Oct. 14, 2021

- Recording available on OSSE's website at:

  osse.dc.gov/page/nonpublic-school-monitoring-and-compliance-resources

Agenda

- Nonpublic school reporting requirements related to the sending LEA

- The District of Columbia municipal regulations that govern the operation of nonpublic school and programs

- OSSE's nonpublic school monitoring and oversight activities

- OSSE's school health and safety guidance

IDEA Part B Monitoring for Students Placed in Nonpublic Schools & Programs

Monitoring-Related Activity	Period 1	Period 2	Period 3
Notification	Nov. 16, 2020	Feb. 10, 2021	May 7, 2021
Initial Report Release	Feb. 1, 2021	April 27, 2021	July 2, 2021
Final Report Release	March 8, 2021	May 27, 2021	Aug. 16, 2021
Correction of Noncompliance	March 7, 2022	May 26, 2022	Aug. 15, 2022

Assessment Updates

Alternate Assessment Eligibility Timeline

Activity	Date	System
Deadline for LEAs to update Alternate Eligibility documentation in SEDS (LEAs should begin this process as soon as school opens)	Oct. 15	SEDS
OSSE reviews documentation in SEDS	Oct. 18 – Nov. 19	SEDS
OSSE sends final eligibility determinations to LEAs	Nov. 22	SEDS Qlik
LEA appeals window	Nov. 22 – Dec. 17	Quickbase
LEAs receive appealed eligibility determinations from OSSE	Jan. 10, 2022	SEDS QuickBase

For questions about the Alternate Assessment Eligibility process, contact Michael Craig at Michael.Craig@dc.gov or (202) 257-3371.

Transportation Updates

2021-22 School Year Reminders

Calendars and Transportation Request Forms

- Accurate calendar information is essential to scheduling student service times
  - Bell Times
  - Correct Cohort
  - Exception Days
  - Half Days
  - Holidays

- Accurate student information
  - Will student utilize transportation
  - Address verification
  - School
  - Program

- Impact of inaccurate or late data submissions
  - Increases risk of service failure
  - Route instability

LEA *Considerations/Decisions* for the 2021-22 School Year

- As we shift towards preparation for the 2021-22 school year, these are key preparation items that LEAs will need to consider and decide. They will be critical in preparing transportation services for eligible students who will receive any *in-person* education for the 2021-22 school year.

- **Student Level**

- Student assignments: How will students be assigned to a particular schedule?

    - i.e., which students will be in school on which days

Prioritize service preparations and data submissions for students with disabilities.

    - i.e., submit the required school calendars and transportation requests forms

- **Notes**

- If the considerations and decisions are delayed into the transportation preparation time, LEAs should consider and prepare to utilize the parent or LEA reimbursement options.

- If your LEA is not offering in-person services for students with disabilities, no action is required.

OSSE DOT: Bus Safety Kit Documentation

With our external stakeholders in mind, our Bus Safety Kit highlights the internal measures we have implemented to protect the safety and well-being of our students, staff, and the school communities we serve. This document is located on the OSSE DOT website. The document will cover the following topics:

- **Student and Staff Safety** – Student and staff safety remain our top priority; we are focusing on the avoidance of infection while students and staff are in transit and at work and implementing specific bus cleaning and disinfecting processes.

- **Parent, School and Stakeholder Communication and Education** – DOT is utilizing internal and external resources ensuring all stakeholders are educated and informed on division, agency, local and federal information as we navigate through our new normal.

- **Division Rebranding** – DOT recently rebranded our buses to read "District of Columbia Student Transportation." This rebranding effort is a small reflection of the changes we have made to better communicate stakeholder representation and serve you.

osse.dc.gov/page/division-student-transportation-reopening-updates

DOT LEA Guidance for the 2021-22 School Year

These are the key operational processes for LEAs to follow in order for DOT to appropriately complete SOS preparations and deliver timely service at the start of the new school year.

Category	Process step	Owner
Data Submissions	Submit school calendars in TOTE (Calendar upload assistance can be provided- Contact TOTE Support)	LEA
	Submit student transportation request forms (TRFs) in TOTE	LEA
Transportation Preparation	Activities include: data verification, system configuration, data transfers, routing development, QA process, route assignments, practice routes, parent/LEA/school communications, etc.	OSSE DOT

- LEAs' data submissions should be no less than 20 business days (four weeks) prior to their first day of school
- TOTE Support can be reached Monday-Friday, between 9 a.m.–5 p.m. at (202) 576-5520 or email dot.data@dc.gov

LEA Reimbursement

Conditions for Transportation Reimbursement

If an LEA at **no fault of their own** is unable to arrange transportation through OSSE DOT, the LEA may provide such transportation directly, or through its agent or contractor, and submit a request to OSSE DOT for reimbursement for transportation for up to the first 20 school days.

- TRF must be submitted

- Only for students new to the LEA

- Access not gained in time for TRF submission deadline

These requirements exist in order to support the LEA and for OSSE to verify that the student was transported to and attended school on the days reimbursement is being claimed.

LEA Reimbursement

Certification - Preparing and Submitting

- Certification Form

- Form W-9

- Attendance record from school

- Proof of mileage incurred

- Invoice (if applicable) and/or proof of payment

- Submission follows OSSE secure upload process ([Box](#))

  o Verification emails should be sent to dot.data@dc.gov

    osse.dc.gov/publication/lea-provided-transportation-certification-form

Parent Reimbursement

- Transportation services provided to an eligible student(s) with disabilities for travel to and from educational programs under the OSSE DOT Parent Transportation Reimbursement Program (PTRP) for:

  - Transportation services that occurred as a result of failure on the part of OSSE DOT, to provide bus service, or

  - The parent/guardian has chosen to transport the student(s) themselves, *and also received authorization in advance from the Director of Student Transportation*.

    - **Authorization is requested by contacting the OSSE DOT Parent Resource Center at (202) 576-5000.**

  osse.dc.gov/service/parents-transportation-students-disabilities

TOTE Training Dates for the 2021-22 School Year

OSSE DOT continues to offer TOTE certification training or refresher training throughout the school term. Training details are listed below:

- Training Location: Online TOTE Training via Microsoft Teams

  - Link is sent to registered attendees 24 hours prior to training

- Registration Information: *All attendees can register for the training class, by clicking the link* TOTE Training Link

- Training Time: 10 a.m.-12 p.m.

- Training Dates: Oct. 20, 2021 and Nov. 3, 2021

TOTE Support can be reached Monday-Friday, between 9 a.m.-5 p.m. at (202) 576-5520 or email DOT.Data@dc.gov.

Reminders and Announcements

Upcoming Professional Learning Opportunities and Resources

Participants in today's webinar are asked to share the following opportunities with relevant staff members at their LEA and school campuses.

Please Register and Share with Your General Education Colleagues: Introduction to Learner Variability

Move Beyond the Average.
Design to Reach Each Learner.

Digital Promise®
Accelerating Innovation in Education

Register for November Sessions Now!

Registration Links for November:

Nov. 9, 2021 4:30-5:30 p.m.
Nov. 30, 2021 4:30-5:30 p.m.

"I found the structure of this really helpful! Having an intro session and then the opportunity to learn at our own pace with multiple options to engage with really allowed me to process deeply." - Alexis Feliciano

Professional Learning Series: Secondary Transition 101

OSSE and SchoolTalk, Inc. are pleased to offer Secondary Transition 101

Participants will earn 2 PLUs for each module they complete.

This series will be offered three times this fall. Use the links to register for <u>one</u> of the three dates offered for each session.

Session 1 Legal & Theoretical Background of Secondary Transition	Session 2 Parts of the Transition Plan Pt. 1	Session 3 Parts of the Transition Plan Pt .2	Session 4 The Final IEP
Monday, Oct. 25, 2021 3:30-5 p.m.	Monday, Nov. 1, 2021 3:30-5 p.m.	Monday, Nov. 8, 2021 3:30-5 p.m.	Monday, Nov. 15, 2021 3:30-5 p.m.
Tuesday, Nov. 23, 2021 3:30-5 p.m.	Tuesday, Nov. 30, 2021 3:30-5 p.m.	Tuesday, Dec. 7, 2021 3:30-5 p.m.	Tuesday, Dec. 14, 2021 3:30-5 p.m.

Register Now: Foundations of Special Education Courses for Fall 2021

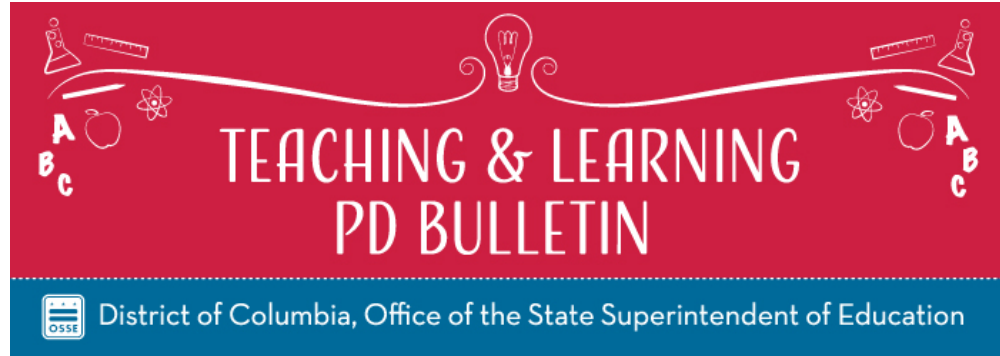| Content Pathway	SY 2021-2022		
Using Data to Develop and Implement High-quality IEPs	**Module and Topic (Click the links below to register)**	**Self-paced Content Opens**	**Live Workshop Date and Time**
Online Course 1: Introduction to Special Education	1.1 Mindset, Bias, and the Special Education Process	Tuesday Oct. 12, 2021	Thursday, Oct. 14, 2021 4:30 - 5:30 p.m.
	1.2 Legal Requirements and Terminology	Monday Oct. 18, 2021	Thursday, Oct. 21, 2021 4:30 - 5:30 p.m.
	1.3 Evaluations and Eligibility	Monday Oct. 25, 2021	Thursday, Oct. 28, 2021 4:30 - 5:30 p.m.
	1.4 The Components of an IEP	Monday Nov. 1, 2021	Thursday, Nov. 4, 2021 4:30 - 5:30 p.m.
Online Course 2: The IEP Team and Process	2.1 The Role of the IEP Team	Monday Nov. 8, 2021	**Wednesday, Nov. 10, 2021** 4:30 - 5:30 p.m.
	2.2 Ensuring Equity of Voice on the IEP Team	Monday Nov. 15, 2021	Thursday, Nov.18, 2021 4:30 - 5:30 p.m.
	2.3 Facilitating IEP Team Meetings	Monday Nov. 29, 2021	Thursday, Dec. 2, 2021 4:30 - 5:30 p.m.
	2.4 Ensuring a Flexible Continuum of Supports and Services	Monday Dec. 6, 2021	Thursday, Dec. 9, 2021 4:30 - 5:30 p.m.

Questions? Please contact Jennifer.Carpenter@dc.gov

Save the Dates: Foundation of SPED Spring 2022

Content Pathway	SY 2021-2022		
Using Data to Develop and Implement High-quality IEPs	**Module and Topic (Click the links below to register)**	**Self-paced Content Opens**	**Live Workshop Date and Time**
Online Course 3: The Assessment - Instruction Cycle	3.1 RTI, Intervention, and Referral for Eligibility for Special Education Services	Monday Jan. 24, 2022	Thursday, Jan. 27, 2022 4:30 - 5:30 p.m.
	3.2 Selecting Appropriate Assessments to Describe Present Levels of Performance	Monday Jan. 31, 2022	Thursday, Feb. 3, 2022 4:30 - 5:30 p.m.
	3.3 Using Assessment Data to Describe Students' Present Levels of Performance	Monday Feb. 7, 2022	Thursday, Feb. 10, 2022 4:30 - 5:30 p.m.
	3.4 Using Assessment Data to Write IEP Goals and Objectives	Monday Feb. 14, 2022	Thursday, Feb. 17, 2022 4:30 - 5:30 p.m.
Online Course 4: Evidence-based Instructional Methods	4.1 Evidence-based Practices of Specially Designed Instruction	Monday Feb. 28, 2022	Thursday, March 3, 2022 4:30 - 5:30 p.m.
	4.2 High-leverage Instructional Practices for Students with Disabilities	Monday March 7, 2022	Thursday, March 10, 2022 4:30 - 5:30 p.m.
	4.3 Using HQIM to Design Rigorous, Accessible Instruction for All Learners	Monday March 14, 2022	Thursday, March 17, 2022 4:30 - 5:30 p.m.
	4.4 Using Student Data to Develop Effective Learning Experiences for Your Students	Monday March 21, 2022	Thursday, March 24, 2022 4:30 - 5:30 p.m.

Questions? Please contact Jennifer.Carpenter@dc.gov

Additional PD Opportunities

TEACHING & LEARNING PD BULLETIN

District of Columbia, Office of the State Superintendent of Education

All DC educators are encouraged to subscribe to the monthly TAL PD Bulletin to stay informed of upcoming PD sessions, resources, and tips from fellow educators. **Subscribe here.**

Find registration links for all upcoming PD sessions in the most recent TAL PD Bulletin, viewable here.

Missed a Webinar?

Visit our webpage - [LEA Special Education Points of Contact Monthly Webinar Series](#)

- Watch previous webinars
- Download training resources and materials

Recording of this webinar and slides will be posted to the webpage above within one week of the live webinar.

Upcoming SPED POC Webinar

NEXT WEBINAR:

Wednesday, Nov. 17, 2021

Please register here.

Complete our Survey

Please provide your feedback on the October 2021 SPED Webinar :

www.surveymonkey.com/r/DC8TY8W

Thank You!

Appendix

OSSE Contact Information for LEA Special Education POCs

Topic	Point of Contact	Email/Phone
Policy & Guidance	OSSE Special Education Policy Team	OSSE.DSEpolicy@dc.gov
Monitoring & Compliance	Karen Morgan-Donaldson, IDEA Part B Monitoring and Compliance Team	Karen.Morgan-Donaldson@dc.gov
	Edgar Stewart, Nonpublic Monitoring Team	Edgar.Stewart@dc.gov
Evidence-Based Practice	Jennifer Carpenter, Professional Development Specialist	Jennifer.Carpenter@dc.gov
Data Apps & Systems	Use the OSSE Support Tool for questions or support with special education data systems and applications Locate your LEA's DAR Liaison	OSSE Support Tool Locate DAR Liaison
Preschool Special Education	Dawn Hilton, Special Education Supervisory Coordinator, Division of Early Learning	Dawn.Hilton1@dc.gov
	Child Outcomes Summary Data Collection	OSSE.COSFAQ@dc.gov
Assessment Accommodations	Michael Craig, Assessment Specialist, Special Populations,	Michael.Craig@dc.gov
Student Transportation	TOTE Support Team:	(202) 576-5520 or DOT.Data@dc.gov
	School Liaisons and Parent Resource Center	(202) 576-5000 *(follow prompt for school officials)*

The Role of the LEA Special Education POC (LEA SPED POC)

Policy & Guidance
• Liaise with OSSE and your LEA on special education policy and guidance
• Identify key areas of need for special education technical assistance and professional development

Monitoring & Compliance
• Liaise with OSSE IDEA Part B Monitoring and Non-Public Team
• Ensures implementation of dispute resolution correction of noncompliance

Evidence-Based Practice
• Support LEA staff in leveraging OSSE resources on evidence-based practices in serving students with disabilities
• Share training opportunities with staff

Data Apps & Systems
• Serve as the SEDS administrator and trainer on behalf of all LEA staff
• Access and leverage student-level data from multiple OSSE systems (Qlik, SLED, etc.)

- LEA leaders may assign one or more staff members as the LEA SE POC and may divide duties to best meet the needs of the LEA.
- LEA SPED POCS must be assigned this role in eSchoolPLUS to receive official OSSE communications targeted to their role. Contact your LEA Data Manager to add your name and email to the eSchoolPLUS contact list.

Coordination Between LEA SPED POCs and LEA Teams

LEA SPED POCs coordinate with a range of other POCs to support with the work listed below. Please connect with the staff members who serve in the following roles to ensure you are prepared to support one another throughout the school year.

LEA Assessment POC

- Ensure students with disabilities receive appropriate assessment accommodations, as documented in IEPs
- Determine Alternate Assessment eligibility for students with cognitive disabilities

LEA Transportation POC

- Provided updates to your LEA on transportation policies, guidance, and eligibility criteria
- Ensure timely submission of all Transportation Request Forms (TRFs).

Pre-K Special Education POC

- Serve 3- to 5-year-old students with disabilities
- Support pre-K SPED POC in collecting Child Outcomes Summary data, as needed

LEA Data Manager

- Ensure accurate enrollment data to allow transfer of records in SEDS for students with disabilities
- Access and leverage student-level data from multiple OSSE systems (Qlik, SLED, SIS, etc.)

Early Childhood Transition Coordinator

- Coordinate a smooth C to B Transition for newly enrolled 3- or 4-year-old children from the DC Early Intervention Program ('Strong Start')
- Coordinate Child Find duties for young children

LEA English Learner Coordinator

- Serve students who are dually identified as English learners with disabilities, including appropriate assessment accommodations, evaluations and service provision in other languages, family engagement and communication, etc.