Nonpublic POC Webinar Series

First Quarterly Session

Jan. 25, 2024

Agenda

1. Welcome

2. DC Regulatory Requirements and Office of the State Superintendent of Education (OSSE) Information Systems
   - The DC regulations that apply to nonpublic schools
   - Key notification and reporting requirements for nonpublic schools
   - An overview of OSSE information and reporting systems for nonpublic schools

3. Special Programs Special Education System: Updates, Trainings and Community Pathways

4. Nonpublic Course Data Collection

5. Student Transportation Family Handbook

DC Regulatory Requirements and OSSE Information Systems

Nonpublic Support and Oversight Team

The District of Columbia Municipal Regulations

The section within the District of Columbia Municipal Regulations (DCMR) that applies directly to nonpublic special education schools and programs can be found:

- Online via the DC.gov website

- Online via the OSSE website, in more printer-friendly PDF format

An Overview of 5-A DCMR 2800-2899

Section Heading
AUTHORITY AND PURPOSE
AWARD OF A CERTIFICATE OF APPROVAL
VALIDITY OF CERTIFICATE OF APPROVAL
LEVELS OF APPROVAL
CERTIFICATION LIST AND MONITORING REPORTS
CURRICULUM REQUIREMENTS
LEARNING TIME
RESOURCES AND MATERIALS
INDIVIDUALIZED EDUCATION PROGRAMS
IMPLEMENTATION OF HEARING OFFICER DECISIONS AND SETTLEMENT AGREEMENTS
TRANSITIONS TO THE LEAST RESTRICTIVE SETTING
REPORTING SUSPECTED ABUSE OR NEGLECT
STATE-WIDE ASSESSMENTS
GRADES AND PROMOTIONS
INDIVIDUALIZED BEHAVIOR SUPPORT AND DISCIPLINE
STUDENT-INITIATED TIME AWAY FROM STRUCTURED ACTIVITY
PHYSICAL AND CHEMICAL RESTRAINTS

An Overview of 5A DCMR 2800-2899, Cont'd

MECHANICAL RESTRAINT
PRONE RESTRAINT
SECLUSION
RESTRAINT AND SECLUSION REPORTING AND FOLLOWUP
ATTENDANCE AND TRUANCY
TERMINATION AND ENROLLMENT
PERSONNEL QUALIFICATIONS
POLICIES AND PROCEDURES
PROFESSIONAL DEVELOPMENT AND TRAINING
INFORMATION FOR STUDENTS
INFORMATION FOR PARENTS
FACILITIES
PUBLIC ACCOUNTABILITY
INCIDENT REPORTING
EMERGENCY REPORTING
MATERIAL EVENT REPORTING
INVOICING
MEDICAID
ANNUAL CERTIFICATE OF COMPLIANCE
DISCLOSURE OF INFORMATION

An Overview of 5A DCMR 2800-2899, Cont'd

MONITORING
INTIAL APPLICATION FOR CERTIFICATE OF APPROVAL
EXPIRATION OF A CERTIFICATE OF APPROVAL
RENEWAL OF AN EXISTING CERTIFICATE OF APPROVAL
EXTENSION OF A CERTIFICATE OF APPROVAL
FINDINGS, CORRECTIVE ACTION AND PROCEEDING TO CHANGE CERTIFICATE OF APPROVAL STATUS
CERTIFICATE OF APPROVAL REVIEW PROCESS
[REPEALED]
RATES - GENERAL
NONPUBLIC SPECIAL EDUCATION SCHOOL OR PROGRAM RATE ESTABLISHED IN ANOTHER STATE
DAY AND RESIDENTIAL PROGRAM TUITION RATE ESTABLISHED BY THE DISTRICT
MAXIMUM ANNUAL AND PER DIEM PER STUDENT TUITION RATES
RATE SETTING - PER DIEM TUITION RATES FOR NONPUBLIC SPECIAL EDUCATION SCHOOLS AND PROGRAMS

Key Notification and Reporting Requirements

Per the DCMR, nonpublic schools are required to:

Attendance and Truancy

- Report attendance in the special education attendance tracking system (SEATS)

- Notify the local education agency (LEA) of enrollment of unexcused absences at the five- and 10-day marks within two instructional days

- Seek and obtain authorization from the LEA of enrollment to continue billing in cases where a student has accrued 10 unexcused absences in a school year or seven consecutive unexcused absences in a school year

Related Services

- Provide special education and related services in accordance with the student's individualized education program (IEP)

Progress Reports

- Monitor how each student is making progress toward meeting the annual goals of the IEP and produce written reports for the parent(s) and the sending LEA on at least a quarterly basis

Incident Reports

- Report all incidents of a qualifying type (restraint, seclusion, injury, emergency, abuse/neglect) in the incident reporting module in Quickbase

OSSE Information and Reporting Systems

OSSE System	Use/Purpose/Function	Intended Users	How to Access	Help
Integrated Data System (IDS)	Enables nonpublic schools to update school and contact information and grant staff access to other OSSE systems by assigning staff certain designated roles	A select few nonpublic school administrators	ids.osse.dc.gov/ or Integrated Data System (IDS)	Submit an OSSE Support Tool ticket.
Learning Management System (LMS)	Enables nonpublic school to register for and access OSSE trainings, live and recorded	Any nonpublic school staff member who is interested in participating in live trainings offered by OSSE or viewing recorded trainings.	osse.pl.powerschool.com or Learning Management System (LMS) or LMS	Submit a ticket via the "Issues" tab in the OSSE Support Tool (OST). Select Issue Type "OSSE Learning Management System" and Sub-Category "Question".
Special Programs (replaces SEDS/EasyIEP)	Enables nonpublic schools to gain access to student records and create documents and document events for all IEP and IEP-related processes.	Any nonpublic school staff member who needs access to student records or will be creating student records as part of an IEP or IEP related process	osse.specialprograms.powerschool.com/userlogin_openidconnect.aspx?_workspace=OSSE	Submit a ticket via the "Issues" tab in the OSSE Support Tool (OST). Select Issue Type "Special Programs" and Sub-Category "Question".
Qlik	Enables nonpublic school to view the school and staff information OSSE has on file for your school	A select few nonpublic school administrators	analysis.osse.dc.gov/hub/stream/17c0eab0-f1f0-4f69-ac58-996c5c68606b	Contact Deputy Chief Information Officer, Stephanie Davis.

OSSE Systems for Nonpublic Schools

OSSE System	Use/Purpose/Function	Intended Users	How to Access	Help
BOX	Enables nonpublic schools to submit information containing personally identifiable information (PII) on students to OSSE in a secure manner.	Any staff responsible for transmitting documents with PPI to OSSE	dcgov.app.box.com/folder/0	Contact your designated nonpublic program monitor (Cristal.Hayes@dc.gov or Shannon.Sterling-Hunter@dc.gov) or Demetrius Brown Demetrius.Brown2@dc.gov
OSSE Support Tool (OST)	Enables nonpublic schools to submit questions to OSSE and access technical assistance from OSSE	A select few nonpublic school administrators	octo.quickbase.com/db/bh9ehz86q?a=nwr Contact your designated nonpublic program monitor (Cristal.Hayes@dc.gov or Shannon.Sterling-Hunter@dc.gov) to request access.	Contact the External Engagement Manager, Michael Craig at Michael.Craig@dc.gov
Special Education Attendance Tracking System (SEATS)	Enables nonpublic schools to record attendance that can be viewed by OSSE, as well as the LEA of enrollment, for monitoring and payment purposes.	Nonpublic school staff member(s) responsible for reporting student attendance	seats.osse.dc.gov Contact your designated nonpublic program monitor (Cristal.Hayes@dc.gov or Shannon.Sterling-Hunter@dc.gov) to request access.	Contact your designated nonpublic program monitor (Cristal.Hayes@dc.gov or Shannon.Sterling-Hunter@dc.gov) or Jacqueline Corsey (Jacqueline.Corsey@dc.gov)

OSSE Systems for Nonpublic Schools

OSSE System	Use/Purpose/Function	Intended Users	How to Access	Help
District of Columbia Corrective Action Tracking System (DCCATS, soon to be Stepwell)	Enables nonpublic school to view monitoring reports issued by OSSE and demonstrate the correction of identified noncompliance	Nonpublic school staff who review monitoring reports and the staff members who are responsible for demonstrating that the identified noncompliance has been corrected.	dccats.spedsis.com Contact your designated nonpublic program monitor (Cristal.Hayes@dc.gov or Shannon.Sterling-Hunter@dc.gov) or the manager of the nonpublic oversight and support team (Sharon.Powell@dc.gov) to request access.	Contact your designated nonpublic program monitor (Cristal.Hayes@dc.gov or Shannon.Sterling-Hunter@dc.gov). or Karen Morgen Donaldson Karen.Morgan-Donaldson@dc.gov
Staff Qualification Information Repository (SQUIRE)	Enables nonpublic schools to submit information about staff in the following areas directly to OSSE: teacher certification, related service provide licensure, criminal background checks, child protective services checks, physical restraint training	Any nonpublic school staff member responsible for submitting information about staff qualifications to OSSE.	octo.quickbase.com Contact your designated nonpublic program monitor (Cristal.Hayes@dc.govor Shannon.Sterling-Hunter@dc.gov) or the manager of the nonpublic oversight and support team (Sharon.Powell@dc.gov) and request access.	Contact your designated nonpublic program monitor (Cristal.Hayes@dc.gov or Shannon.Sterling-Hunter@dc.gov) Jacqueline Corsey Jacqueline.Corsey@dc.gov
Incident Reporting Module	Enables nonpublic schools to submit incident reports directly to OSSE	Any nonpublic school staff member responsible for submitting incident reports to OSSE.	octo.quickbase.com Contact your designated nonpublic program monitor (Cristal.Hayes@dc.gov or Shannon.Sterling-Hunter@dc.gov) or the manager of the nonpublic oversight and support team (Sharon.Powell@dc.gov) and request access.	Contact your designated nonpublic program monitor (Crristal.Hayes@dc.gov or Shannon.Sterling-Hunter@dc.gov) or Sharon.Powell@dc.gov

Nonpublic Support and Oversight Team Manager

- Sharon Powell
  - Sharon.Powell@dc.gov

Nonpublic Monitor

- Cristal Hayes
  - Cristal.Hayes@dc.gov

Nonpublic Monitor

- Shannon Sterling- Hunter
  - Shannon.Sterling-Hunter@dc.gov

Key Points of Contact

Division of Systems and Supports, K-12

Office of Special Populations and Programs

Nonpublic Support and Oversight Team

Special Programs Special Education System

Office of the Chief Information Officer

Special Programs Updates

The following issues within Special Programs have been addressed and resolved.

- Reports
- Evaluation Summary Report
- My Completed Services
- Final Eligibility Determination Report
  - Disability Worksheets
  - Eligibility Criteria selection
  - Out of State IEP
- IEP Services

- Digital Signature
- Medical Condition
- IEP Meetings Dates
- Instructional Hours Max
- Primary Disability

Special Programs: Nonpublic Education Agency (NPEA) Training Support

Training and Support Pathways

OSSE Support Tool	Individual or Small Group Support	Training Videos
• Submit issue for written support • 8 business hour response time • Some issues may require further investigation	• 30-minute focus session • Schedule via Bookings • For specific areas of support or training	• On-demand training • Specific topics snippets • Recorded extended trainings

Special Programs: Communication Pathways

Non Public Education Agency (NPEA) Point of Contact (POC) Webinar

- Quarterly meeting with NPEA POCs

Special Education POC Webinar

- Monthly meeting with special education POCs

NPEA Data Manager Meeting

- Monthly meeting with NPEA data managers

Email

- Monthly and as needed communication to key POCs

Training and Support

- Michael Craig – External Engagement Manager
  - Michael.Craig@dc.gov

Implementation

- Jennifer Sanchez – Project Manager
  - Jennifer.Sanchez@dc.gov

Escalations and Concerns

- Stephanie Davis – Interim CIO
  - Stephanie.Davis3@dc.gov

Key Points of Contact

Division of the Chief Information Officer

Nonpublic Course Collection

Course Data Collection Team, Division of Data, Assessment, and Research

Nonpublic Course Collection Updates

- **80 percent** of nonpublic schools with Certificate of Approval (COA) from OSSE have successfully uploaded Nonpublic Course Collection template on Integrated Data Submission (IDS) by the Nov. 15, 2023 submission deadline.

- OSSE has received 2,948 courses from 36 nonpublic schools.

- OSSE has mapped nonpublic courses to OSSE State Course Catalog.

- A crosswalk will be shared with LEAs in spring 2024.

- OSSE Course Data Collection Team may reach out to a few nonpublic schools for additional course information to ensure the accuracy of the crosswalk.

Nonpublic Course Data Collection Plan

- In the 2024-25 school year, OSSE plans to continue the annual nonpublic course collection in fall 2024.

- More information on collection timeline and trainings will be shared with nonpublic schools in the upcoming Nonpublic POC webinars.

Student Transportation Family Handbook

Department of Transportation

Student Transportation Family Handbook

- OSSE-DOT has a mission to increase access to learning opportunities for eligible students in the District of Columbia, and we envision a future in which we provide safe and timely access to quality education for the students we serve with children and families as our top priority. We continue to build upon our partnership with parents and families and offer this handbook as a resource of information related to student transportation for the current school year.

- https://www.flipsnack.com/dotreopening/final-dot_resourceguide_112923-003/full-view.html

Thank you!

See you at the next quarterly session on April 25, 2024