

December 1 Child Count

1. Alt Portfolio: Do you select yes for students that are receiving End of Course assessments? Or do we only say yes for the students that are receiving a full-blown Alternate Portfolio Assessment?

Select Yes for High School students for all students with an Alternate Portfolio, which includes those students enrolled in 9th grade Resource Math or 10th grade Resource Biology.

2. On the IEP, the LRE page listings are #1 RC, #2 RC, and #3 RC - Which should be RR? Review the School Age data Dictionary under Educational Placement. The codes of RG, RR, and SC give the % of time the student is with their non-disabled peers. This is indicated in the IEP LRE Continuum of Services page above the numbers that SEAS uses from which you are referencing. Thus, RR (between 40% to 79% of the school day in the regular classroom) is # 3.

Note: Do not confuse total minutes served in the IEP with LRE in the calculation of time spent with non-disabled peers.

3. If a child is referred prior to December 1 and an evaluation programming conference is not held until after Dec. 1, will they be counted on our Dec. 1 child count?

No. Child count is all students who are enrolled and receiving special education services. If the child is not placed in special education on or before December 1, 2010 they are not considered a part of the December 1 child count.

4. If you have a child on 45 day alternate placement for drugs do you count him as HH? Educational Placement/Environment is based on the setting the student is receiving instruction. If the student's ALE is home, code HH. If the setting for the student is in another building of the district, calculate the % of time they are with their non-disabled peers.

5. Who are non-graded students? When do you use EE, SM, or SS?
This category should only be used in extreme situations in which the student's grade cannot be appropriately determined. Where possible, use the grade that will be used for purposes of assessment. An A-Grade (Assigned Grade level) will need to be entered.

6. Do we leave A-Grade blank if the student is receiving a high school credit for graduation? A-Grade should be filled in if the student is graduating on his IEP? Is this correct?

A-Grade should not be left blank and should be the same as the Grade level the student should be in. It is used to identify the student for testing purposes only, not in relation to receiving credits. If you have a student past the 11th grade and Grade level in Student Registration is coded as SS, leave the Assigned grade as 12.

7. Are Temp students added to the referral module?

Yes. Even though they may have a temporary IEP, the student would have been referred and entered in referral tracking. The field in the School Age Module indicates if student is being temporarily placed in the Special Education program until the student is determined eligible or the evaluation is completed.

Personnel Reporting, Cycle 4

1. Do we enter school based mental health personnel that service both non-disabled and disabled students?

Enter all services that are included in the students' IEPs and the portion of time (FTE) that the service is being provided for Special Education.

2. If we have a certified (Reg. Ed.) teacher that is a long-term sub. in a SPED classroom, how do we list this staff member in Program Approval considering an ALP is not required for a long-term sub.?

You would still include her in December 1. Certification Status would be A. Leave the license/endorsement field blank and talk to your Area Supervisor about the situation.

3. Can IDEA office build an Excel program with formulas for caseload maximum based on service provided so an error message would show up if the caseload exceeded state regulations?

This is not feasible since the maximum caseload may vary depending on the number of classroom periods, job assignments, buildings served, waiver request and so forth. While we understand how this could be helpful, it is not feasible with so many unique scenarios to take into account.

4. If I have resource students that go into self-contained for services and then leave do you code the teacher twice as doing two jobs?

Review the 2010/2011 Employee/Program Approval Data Dictionary under Teacher Caseload Count. Under Arkansas standards, a Self-contained teacher with a caseload of 15 is allowed resource students with some restrictions that apply.

5. What do I use for license number/endorsement code for OTs and PTs? They don't have a 3-digit number like teachers.

Use the actual license number, regardless of the number of digits.

6. Is the caseload reported any differently from Cycle 2? A 'Duplicated' count across teachers will mean an elevated count for December 1 Child Count. Do we track the caseload back to the child?

Reporting caseload for Cycle 4 is the same as you reported in Cycle 2, with the exception Cycle 4 reports for December 1 and Cycle 2 reports for October 1. The *teacher's caseload* is now monitored and will not necessarily match December 1 child count.