



Protocol
LEA Determinations

Annual Determination Description: Describe which indicators your state uses and other factors the state considers. Describe your state’s process and how it does or does not parallel the Office of Special Education Programs (OSEP) Determinations process.

Minimally, states must include

- performance on compliance indicators (4b, 9, 10, 11, 12, 13);
- valid and reliable data;
- correction of identified non-compliance; and
- other data available to the state about local education agency (LEA) compliance with the *Individuals with Disabilities Education Act* (IDEA), including relevant audit findings.

States may consider results on performance indicators and other information the state deems relevant. Consider describing linkage to Results-Driven Accountability (RDA) system, if applicable.

Data Stewards: Provide titles and names, contact information, department, and any notes on persons responsible for collection, validation, distribution, and approval. If there are multiple parties responsible or involved in the process, list them all.

Determination Process Development: Describe how your state develops the determination process, including sanctions and rewards, and whether stakeholder input is used. Include the rationale for the design of the determination process.

The state must use one of the following four categories of determination for each LEA:

- “Meets requirements” and purposes of IDEA;
- “Needs assistance” in implementing the requirements of IDEA;
- “Needs intervention” in implementing the requirements of IDEA; and
- “Needs substantial intervention” in implementing the requirements of IDEA.

Data Source Description: Provide a short description of the databases or data systems your state uses to process data for making LEA determinations. List the source for each data point your state includes in the determination.

Data Collection Protocol—LEA Determinations

Data Validation and Analysis: Describe the data cleaning processes and any other processes your state uses to ensure high-quality data. For data that the state does not include in a State Performance Plan/Annual Performance Report (SPP/APR) indicator, describe the data validation process. For data that your state includes in the SPP/APR, consider referring to those indicator protocols.

Scoring of Each Indicator: Describe the scoring for each indicator measure and how the cumulative scoring impacts the determination decision. If a certain indicator is not applicable to all LEAs, clarify how the state may modify scoring to make the determinations equitable. For example, if an LEA does not have a high school, there would be no postsecondary transition data.

Internal Approval Process: Describe any internal approval processes (e.g., who must sign off, timelines).

Communication Process:¹ Describe the method for communicating determinations to LEAs.

Public Reporting:² Describe the process and format for publicly reporting the performance of each LEA against the target of the state’s SPP/APR data. Note where your state posts the state education agency (SEA) and LEA SPP/APR data.

¹ **Communication Process:** While the state must publicly report LEA progress on SPP/APR indicators, the state does not have to publicly report LEA determinations.

² **Public Reporting:** States do not have to publicly report LEA determinations. However, some states choose to pair determinations with the requirement to publicly report the performance of each LEA against state targets of SPP/APR data. Delete these rows if this process does not apply to your state.