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## Quick References for IDEA Part B Data

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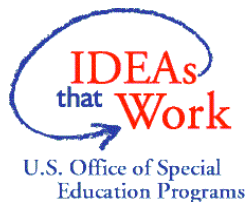
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For more information about the *IDEA* Data Center's work and its partners, see [www.ideadata.org](http://www.ideadata.org).

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## Quick References for IDEA Part B Data

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This collection of quick reference materials brings essential information about IDEA data requirements together in one place. These resources are valuable for new data managers but are also useful for experienced state staff who work with IDEA data. They may use the materials as printouts or bookmark them for quick reference. The resources in this document include:

- *EDFacts* Due Dates for 2017 and 2018
- 618 Data Collection and Submission Timeline
- Quick Links
- Frequently Used Acronyms and Abbreviations
- Guide to 618 Requirements for Outlying Areas
- SPP/APR Indicator Data Sources

Below are a few reminders on how to make sure that your state is aware of the most essential contacts for IDEA data submissions and data quality.

### IDC State Liaison

Your IDC State Liaison is your primary IDC contact and will use his or her expertise to assist your state directly or to assemble a team of IDC experts to support IDEA data quality improvement.

Your State Liaison will get to know you and your state's data and provide personalized support to make sure you have access to the highest quality and most relevant technical assistance possible.

If you have a question but are not sure if IDC can help, contact your State Liaison. IDC has great working relationships with all the OSEP-funded TA centers, and your State Liaison can refer you to or work in concert with the appropriate TA center.

### Partner Support Center (PSC)

As a reminder, PSC staff will help you get started with accounts in the *EMAPS* system, *GRADS360°*, and *OMB Max*. PSC is the main contact if you are having technical data submission issues or questions about the systems. You can reach PSC at [Eden\\_ss@ed.gov](mailto:Eden_ss@ed.gov) or 877-457-3336. To clarify the roles of these two centers, IDC has posted an [informational flyer](#) on its website.

### EDFacts Coordinator

Because the Part B data collections are closely integrated with *EDFacts* data, it is a good idea for Part B data managers to have strong working relationships with their *EDFacts* coordinator. *EDFacts* Coordinators are designated as the lead state contacts for the *EDFacts* data collection. Communication about data submission and data issues improves efficiency and overall data quality.

### IDC Resources

Visit [ideadata.org](http://ideadata.org) often to see how IDC can help you.

IDC provides many resources to support states' IDEA data quality. The [Resource Library](#) is a great place to start; it houses various white papers, TA guides, interactive online tools, and other helpful resources. For example, the [IDEA Data Training Modules](#) provide a self-guided overview of the IDEA 618 data submissions and relevant APR indicators. They give background on submission methods, data quality considerations, public reporting, and technical assistance. The modules are the ideal place for new data managers to find basic information about the 618 data reporting cycle. In the Resource Library, you also can find [618 Data Pre-Submission Edit Check Tools](#) to identify edit check errors or errors in subtotals or totals prior to submitting your data to OSEP via *EDFacts*.

Check the [IDC Events](#) for upcoming webinars and opportunities to interact with other states.

## Due Dates for SY 2017-18 IDEA Data

IDEA Part B Collections and Surveys	EDFacts System*	Due Date
<b>IDEA State Supplemental Survey (SSS-IDEA)</b>	EMAPS	February 2018
<b>Child Count and Educational Environment</b> C002 — Children with Disabilities (IDEA) School Age (Ages 6–21) C089 — Children with Disabilities (IDEA) Early Childhood (Ages 3–5)	ESS	4/4/2018
<b>FFY 2016 IDEA Part B MOE Reduction &amp; CEIS</b>	EMAPS	5/2/2018
<b>Assessment Metadata Survey</b>	EMAPS	Fall 2018
<b>Personnel</b> C070 — Special Education Teachers (FTE) C099 — Special Education Related Services Personnel C112 — Special Education Paraprofessionals	ESS	11/7/2018
<b>Exiting</b> C009 — Children with Disabilities (IDEA) Exiting Special Education	ESS	11/7/2018
<b>Discipline</b> C005 — Children with Disabilities (IDEA) Removal to Interim Alternative Educational Setting C006 — Children with Disabilities (IDEA) Suspensions/Expulsions C007 — Children with Disabilities (IDEA) Reasons for Unilateral Removal C088 — Children with Disabilities (IDEA) Disciplinary Removals C143 — Children with Disabilities (IDEA) Total Disciplinary Removals C144 — Educational Services During Expulsion	ESS	11/7/2018
<b>IDEA Part B Dispute Resolution Survey</b>	EMAPS	11/7/2018
<b>Assessment</b> <i>Assessment data for students with disabilities are a subset in the assessment data files for all students:</i> C175 — Academic Achievement in Mathematics C178 — Academic Achievement in Reading (Language Arts) C185 — Assessment Participation in Mathematics C188 — Assessment Participation in Reading/Language Arts	ESS	12/12/2018

\* EMAPS re-submission periods are not listed in these tables. For official notification of EMAPS re-submission periods, refer to the latest version of the User Guide for that collection on the [EDFacts Initiative](#) web page. PSC will communicate any further changes or updates directly to states.

## Due Dates for SY 2018–19 IDEA Data

IDEA Part B Collections and Surveys	EDFacts System*	Due Date
<b>IDEA State Supplemental Survey (SSS-IDEA)</b>	EMAPS	February 2019
<b>Child Count and Educational Environment S</b> FS002 — Children with Disabilities (IDEA) School Age (Ages 6–21) FS089 — Children with Disabilities (IDEA) Early Childhood (Ages 3–5)	ESS	4/3/2019
<b>FFY 2017 IDEA Part B MOE Reduction &amp; CEIS</b>	EMAPS	5/3/2019
<b>Assessment Metadata Survey</b>	EMAPS	October 2019
<b>Personnel</b> FS070 — Special Education Teachers (FTE) FS099 — Special Education Related Services Personnel FS112 — Special Education Paraprofessionals	ESS	11/6/2019
<b>Exiting</b> FS009 — Children with Disabilities (IDEA) Exiting Special Education	ESS	11/6/2019
<b>Discipline</b> FS005 — Children with Disabilities (IDEA) Removal to Interim Alternative Educational Setting FS006 — Children with Disabilities (IDEA) Suspensions/Expulsions FS007 — Children with Disabilities (IDEA) Reasons for Unilateral Removal FS088 — Children with Disabilities (IDEA) Disciplinary Removals FS143 — Children with Disabilities (IDEA) Total Disciplinary Removals FS144 — Educational Services During Expulsion	ESS	11/6/2019
<b>IDEA Part B Dispute Resolution Survey</b>	EMAPS	11/6/2019
<b>Assessment</b> <i>Assessment data for students with disabilities are a subset in the assessment data files for all students:</i> FS175 — Academic Achievement in Mathematics FS178 — Academic Achievement in Reading (Language Arts) FS185 — Assessment Participation in Mathematics FS188 — Assessment Participation in Reading/Language Arts	ESS	12/11/2019

\* EMAPS re-submission periods are not listed in these tables. For official notification of EMAPS re-submission periods, refer to the latest version of the User Guide for that collection on the [EDFacts Initiative](#) web page. PSC will communicate any further changes or updates directly to states

## 618 Data Collection and Submission Timeline

The 618 Data Collection and Submission Timeline shows how different IDEA data collections span across years. Throughout a given year, data stewards will potentially be working with three different years of data concurrently.

- 1. Child Count and Educational Environment** data are reported during the same school year in which they are collected.
- 2. Discipline, Exiting, Dispute Resolution, and Personnel** data are reported in November of the school year following the school year during which the data were collected. **Assessment** data are reported in December of the school year following the school year during which the data were collected.
- 3. MOE and CEIS** data, submitted in May of each year, include fiscal and student data for multiple school years.

### 618 Data Collection and Submission Timeline

<b>1</b> <b>Current Year</b> (Reference Year) Example: SY 2017–18	<b>2</b> <b>Prior Year 1</b> (Reference Year minus 1) Example: SY 2016–17	<b>3</b> <b>Prior Year 2</b> (Reference Year minus 2) Example: SY 2015–16
<p><b>Child Count and Educational Environment</b></p> <ul style="list-style-type: none"> <li>Specified child count date on or between October 1st and December 1st</li> <li>Data from <i>current year</i> are due on the first Wednesday in April</li> </ul>	<p><b>Discipline, Exiting, and Dispute Resolution</b></p> <ul style="list-style-type: none"> <li>Reporting period from July 1st through June 30th</li> <li>Data from <i>prior year</i> are due the first Wednesday in November</li> </ul> <p><b>Personnel</b></p> <ul style="list-style-type: none"> <li>Snapshot count on or about the child count date from <i>Prior Year 1</i></li> <li>Data from <i>prior year</i> are due the first Wednesday in November</li> </ul> <p><b>Assessment</b></p> <ul style="list-style-type: none"> <li>Included as subgroup data within the ED Facts Assessment files for all students</li> <li>Data from <i>prior year</i> due on the third Wednesday in December</li> </ul>	<p><b>Maintenance of Effort (MOE) Reduction and Coordinated Early Intervening Services (CEIS)</b></p> <ul style="list-style-type: none"> <li>Data from multiple years due on the first Wednesday of May</li> <li>File contains data on:             <ul style="list-style-type: none"> <li>Identification of significant disproportionality and reasons for significant disproportionality from <i>prior year 1</i></li> <li>IDEA 611 funds from <i>prior years 1 and 2</i></li> <li>IDEA 619 funds from <i>prior year 1</i></li> <li>MOE Reduction amount and amount reserved for required or voluntary CEIS from <i>prior year 1</i></li> <li>The number of students who received CEIS during <i>prior year 1</i></li> <li>The number of students who received CEIS at any time during <i>prior years 1, 2, and 3</i> and received special education and related services during <i>prior year 1</i></li> </ul> </li> </ul>

## Quick Links

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This document includes a brief list of suggested IDC tools pertaining to data quality and other helpful websites. The links included specifically focus on helping users understand and report IDEA 618 data and should not be considered exhaustive.

The IDC Resource Library houses tools and products that were developed by IDC, developed with its collaborators, or submitted by IDC stakeholders. Search and filtering tools are available to help users navigate through the library. The IDC Knowledge Lab organizes IDC and collaborative resources by specific topics and level of expertise.

### IDEA Data Tools from IDC

#### **IDEA Data Training Modules**

<https://ideadata.org/newdatamanagers/>

#### **618 Pre-submission Edit Check Tools<sup>1</sup>**

<https://ideadata.org/resources/resource/1427/618-data-pre-submission-edit-check-tools>

#### **Discipline Infographic**

<https://ideadata.org/discipline/>

#### **B6 Data Reporting Tools**

<https://ideadata.org/resources/resource/1426/b6-data-reporting-tools-educational-environments-ages-3-5>

### IDEA Data Links

#### **EDFacts Initiative Home Page**

<http://www2.ed.gov/about/inits/ed/edfacts/index.html>

#### **EMAPS**

<https://emaps.ed.gov/suite/apps>

#### **EDFacts Submission System**

<https://eden.ed.gov/EDENPortal/>

#### **EDFacts File Specifications**

<http://www2.ed.gov/about/inits/ed/edfacts/file-specifications.html>

#### **OSEP GRADS360°**

<https://osep.grads360.org/#program>

#### **EDFacts Community**

<https://edfacts.grads360.org/#program>

#### **OMB Max**

<http://login.max.gov>

#### **OSEP Home Page**

[www2.ed.gov/about/offices/list/osers/osep/index.html](http://www2.ed.gov/about/offices/list/osers/osep/index.html)

#### **OSEP IDEA 618 Data**

[www2.ed.gov/programs/osepIDEA/618-data/index.html](http://www2.ed.gov/programs/osepIDEA/618-data/index.html)

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<sup>1</sup> IDC and the Center for IDEA Fiscal Reporting collaborated to create the MOE CEIS Pre-submission Edit Check Tool.

## Frequently Used Acronyms – Part B

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**616:** IDEA Part B Section 616 Monitoring, Technical Assistance, and Enforcement

**618:** IDEA Part B Section 618 Program Information

**619:** IDEA Part B Section 619 Special Education Preschool Grants

**APR:** Annual Performance Report

**CCEIS:** Comprehensive Coordinated Early Intervening Services

**CEDS:** Common Educational Data Standards

**CEIS:** Coordinated Early Intervening Services

**CIFR:** The Center for IDEA Fiscal Reporting

**CIID:** The Center for the Integration of IDEA Data

**CSPR:** Consolidated State Performance Report

**DaSy:** The Center for Early Childhood Data Systems

**ECTA:** The Early Childhood Technical Assistance Center

**ED:** United States Department of Education

**EDFACTS:** Data Initiative of the U.S. Department of Education (ED)

**EMAPS:** ED Facts Metadata and Process System

**ESEA (NCLB):** *Elementary and Secondary Education Act (No Child Left Behind)*

**ESS:** ED Facts Submission System

**ESSA:** *Every Student Succeeds Act*

**FERPA:** *Family Educational Rights and Privacy Act*

**Flexibility Waivers:** ESEA Waivers

**GRADS360°:** OSEP Grads360° Website

**HIPAA:** *The Health Insurance Portability and Accountability Act*

**IDEA:** *Individuals with Disabilities Education Act*

**IEP:** Individualized Education Program

**LEA:** Local Education Agency

**LRE:** Least Restrictive Environment

**MFS:** Maintenance of State Financial Support

**MOE:** Maintenance of Effort

**MSIP:** OSEP Monitoring and State Improvement Planning Division

**MTSS:** Multi-Tier System of Support

**NASDSE:** National Association of State Directors of Special Education

**NCES:** National Center for Education Statistics

**NCSI:** National Center for Systemic Improvement

**OSEP:** Office of Special Education Programs

**Part B:** IDEA Ages 3 Through 21

**Part C:** IDEA Ages Birth Through 2

**PBIS:** Positive Behavioral Interventions and Supports

**PSC:** Partner Support Center

**PTAC:** Privacy Technical Assistance Center

**RDA:** Results-Driven Accountability

**RTP:** OSEP Research to Practice Division

**SEA:** State Education Agency

**SIMR:** State Identified Measurable Result

**SLDS:** State Longitudinal Data Systems

**SPP:** State Performance Plan

**SSIP:** State Systemic Improvement Plan

**SWD/CWD:** Students with Disabilities/Children with Disabilities

**TA:** Technical Assistance



## Guide to IDEA 618 Data Collection and Reporting Requirements for the Outlying Areas and Freely Associated States, Territories, and Bureau of Indian Education

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All 50 states plus the District of Columbia, Puerto Rico, Virgin Islands, Bureau of Indian Education, outlying areas, and freely associated states (American Samoa, Guam, Marshall Islands, Micronesia, Northern Mariana Islands, and Palau) are required to submit IDEA 618 data. There are exceptions that may apply to outlying areas, freely associated states, and territories. These exceptions are given below. Please contact your IDC State Liaison if you have further questions.

### Limited English Proficiency

- All entities are required to report the data by Limited English Proficiency (LEP) status as detailed in file specifications.
- If the entity can clearly assign a first language other than English, then the entity may use that language in place of English. For example, if Spanish is the first language, the entity would report students with Limited Spanish Proficiency.

### Assessment<sup>2</sup>

All entities are required to submit assessment data based on the following guidelines:

- Information for Mathematics and Reading/Language Arts for a minimum of one grade between grades 3-8 for “Regular Assessment with and without Accommodations” and one Alternate Assessment.
- Information for Mathematics and Reading/Language Arts for a minimum of one grade for “Regular Assessment with and without Accommodations” and a minimum of one high school grade for at least one Alternate Assessment type.
- All secondary data submitted must be designated as high school (‘HS’).
- The Assessment Metadata Survey contains a row of the grade column for 3-8 for all assessment types and will have a dropdown box with the allowable values of 3, 4, 5, 6, 7, and 8.
- Science data are not required.

### MOE and CEIS

- Report IDEA 611 and 619 allocations, unless the entity does not receive a 619 allocation.
- Report zero if the entity does not receive a 619 allocation.
- All entities that act as a single LEA report OSEP’s determination in section B2.
- All 50 states, the District of Columbia, and the Virgin Islands are required to determine significant disproportionality. The other territories, outlying areas, and Bureau of Indian Education are not required to do so; they should report zero in section C2.

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<sup>2</sup> EMAPS User Guide: Assessment Metadata Survey. Washington, DC: U.S. Department of Education. Retrieved Sept. 1, 2015, from <http://www.ed.gov/edfacts>.

## APR Indicator Data Sources

Indicator #	Data Source
1. Graduation	FS150 — Regulatory Adjusted-Cohort Graduation Rate C151 — Cohorts for Regulatory Adjusted-Cohort Graduation Rate
2. Dropout	FS009 — Children with Disabilities (IDEA) Exiting Special Education
3. Statewide Assessment	FS175 — Academic Achievement in Mathematics FS178 — Academic Achievement in Reading (Language Arts) FS185 — Assessment Participation in Mathematics FS188 — Assessment Participation in Reading/Language Arts
4. Suspension /Expulsion	FS006 — Children with Disabilities Suspensions/Expulsions FS002 — Children with Disabilities (IDEA) School Age FS089 — Children with Disabilities (IDEA) Early Childhood If comparing to children without disabilities, state data source for general education data.
5. LRE Placement	FS002 — Children with Disabilities (IDEA) School Age
6. Early Childhood Settings	FS089 — Children with Disabilities (IDEA) Early Childhood
7. Preschool Skills	State selected data source
8. Parent Involvement	Parent surveys
9. Disproportionate Representation in Special Education	FS002 — Children with Disabilities (IDEA) School Age State monitoring data
10. Disproportionate Representations in Specific Disability Categories	FS002 — Children with Disabilities (IDEA) School Age State monitoring data
11. Child Find	State data source and/or monitoring data
12. Part C to B Transition	State data source and/or monitoring data
13. Secondary Transition with IEP Goals	State data source and/or monitoring data
14. Secondary Transition	State selected data source
15. Hearing Requests Resolved	Dispute Resolution (EMAPS Survey)
16. Mediation Agreements	Dispute Resolution (EMAPS Survey)
17. State Systemic Improvement Plan (SSIP)	Multiple data sources as described in the SSIP