



Comprehensive IDC Part B Tool & Product List

Tool/product	Description
Data analysis	
<u>Data Meeting Toolkit</u>	This suite of tools can guide conversation around data and support databased decisionmaking. The toolkit provides resources to support success before, during, and after data meetings.
<u>IDEA Data Quality: Outlier Analyses Tools</u>	This suite of tools includes the <u>IDEA Data Quality: Outlier Analyses Tool</u> and the <u>Outlier Analyses: Step-by-Step Guide</u> . State personnel responsible for the IDEA 618 and 616 data can use the guide and the Excel tool to conduct outlier analyses with their local data.
Data processes	
<u>LEA Data Processes Toolkit</u>	This toolkit contains customizable protocols that states can use when working with their local education agencies (LEAs) to help them clearly define and document IDEA data collection processes. Documentation helps LEAs collect and report comprehensive, high-quality data and ensure they report data accurately and in a timely fashion to improve decisionmaking about children and youth with disabilities.
<u>SEA Data Processes Toolkit</u>	This toolkit contains protocol templates that states can use to document all state-level IDEA data collection and reporting procedures and activities. Completing protocols for all data collections can help states establish a well-managed process for data collection, analysis, and reporting.
<u>SPP/APR Tasks and Timelines</u>	The <i>SPP/APR Tasks and Timelines</i> helps states implement changes required for the new FFY 2020–25 SPP/APR data collection. The resource outlines tasks and activities states should consider for the winter, spring, summer, and fall seasons of 2021.

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Tool/product	Description
Data reporting	
<u>618 Data Collection Calendar</u>	This calendar outlines monthly tasks and activities for 618 data collection reports to help states submit timely, accurate, and complete data. Activities for each data collection report may address upcoming data submissions or previous data submissions for individual months, helping states effectively plan for their 618 data collection reports.
<u>618 Data Collection Calendar At-A-Glance</u>	The <i>618 Data Collection Calendar At-A-Glance</i> details tasks and activities for the annual 618 data collection reports, broken out by month. The resource accompanies the more robust <i>618 Data Collection Calendar</i> and provides an at-a-glance quick look at task due dates and timelines for states as they plan for submissions of timely and accurate 618 data collections.
<u>FFY 2020 – 2025 SPP/APR Resources at-a-glance</u>	This is a complete list of resources from OSEP and IDC that states can use to support their understanding and actions related to the FFY 2020–2025 Part B SPP/APR.
<u>Graduation Rate and Dropout Rate: Indicators 1 and 2 Measurement Changes from FFY 2019 to FFY 2020-2025</u>	This resource focuses on recent changes in the data sources and measurements of Part B Indicators 1 and 2. It offers a side-by-side comparison of the SPP/APR Part B Indicator measurement tables for FFY 2019 and FFY 2020–2025 to highlight relevant differences in SPP/APR reporting of graduation rate and dropout rate. The resource specifically addresses the treatment of “alternate diploma” in the new calculation.
<u>Graduation Rate (Indicator 1) and Dropout Rate (Indicator 2) Calculator</u>	This tool calculates graduation and dropout rates using the 618 Exiting data, as OSEP will require for the FFY 2020- 2025 SPP/APR.
<u>IDEA Part B Indicator 12 Transition Template: Calculating Data Worksheet</u>	State education agencies (SEAs) and local education agencies (LEAs) can use this data template to see in real time the percentages of their children ages 3–5 in the transition reporting categories.
<u>IDEA Section 618 Public Reporting Data Element Checklist - Part B</u>	States can use these interactive checklists to meet IDEA Section 618 public reporting requirements by enumerating data collections and the specific subgroups by which they are required to publicly report the data.

Tool/product	Description
Data reporting (cont.)	
<u>Section 618 Public Reporting Requirements</u>	This infographic provides an overview of the public reporting requirements for IDEA Section 618 and processes for fulfilling the requirements.
<u>Statewide Assessment: Indicator 3 Measurement Changes from FFY2019 to FFY 2020-2025</u>	This resource describes new reporting requirements and measurement changes to Part B SPP/APR Indicator 3. The resource offers a side-by-side comparison of the SPP/APR Part B indicator measurement tables for FFY 2019 and FFY 2020–2025 to highlight relevant differences in SPP/APR reporting of Indicator 3.
<u>The Assessment Data Journey: Are We There Yet?</u>	This suite of four resources can help states navigate the long and complicated process related to Part B Indicator 3 data. The process begins when a student is registered as a test-taker in a state assessment system and ends with public reporting via the State Performance Plan/Annual Performance Report (SPP/APR).
Data requirements	
<u>Interactive Public Reporting Engine</u>	This tool uses the IDEA Section 618 data states submit to OSEP to create easy-to-read charts and graphs. This tool provides an interactive way for states to meet federally mandated IDEA data public reporting requirements.
<u>Quick References for IDEA Part B Data</u>	These references contain basic information about IDEA Part B data collections, data systems, and how to access resources for IDEA data.
Data submission	
<u>Building Your SPP/APR Stakeholder Engagement Plan: 10 Essential Questions</u> NEW	Building Your SPP/APR Stakeholder Engagement Plan: 10 Essential Questions can help states develop and report on authentic and broad stakeholder engagement as required in the FFY 2020–2025 SPP/APR. This resource provides 10 key questions states should be asking themselves, with detailed options to consider, as they build their stakeholder engagement plans and prepare for describing their engagement activities in their SPPs/APRs.
<u>IDEA Part B Federal Reporting Years Reference</u> NEW	This reference illustrates the differences among school year (SY), federal fiscal year (FFY), and calendar year (CY)—that is, types of years—as they relate to data that states collect and report to meet their Part B IDEA federal reporting requirements.

Tool/product	Description
Data submission (cont.)	
<u>LEA EDFacts Edit Check and Data Display Tools</u> NEW	<p>These tools allow states to identify potential errors for LEA-level IDEA data files. Available edit check tools include (1) <u>LEA EDFacts Edit Check and Data Display Tool - IDEA School Age Child Count</u>, (2) <u>LEA EDFacts Edit Check and Data Display Tool - IDEA Early Childhood Child Count</u>, (3) <u>LEA EDFacts Edit Check and Data Display Tool - IDEA Personnel</u>, (4) <u>LEA EDFacts Edit Check and Data Display Tool - IDEA Exiting</u>, and (5) <u>LEA EDFacts Edit Check and Data Display Tool - IDEA Discipline</u>.</p>
<u>Preschool Environments Toolkit</u> NEW	<p>The Preschool Environments Toolkit provides materials and resources to help state education agencies (SEAs) and local education agencies (LEAs) collect, report, analyze, and use preschool environments data.</p>
<u>Response Rate, Representativeness, and Nonresponse Bias—They All Matter!</u> NEW	<p>Response rate and representativeness are important terms in survey work. Consideration of both is necessary to ensure that collected data are valid and generalizable. This resource briefly defines and compares the terms while also explaining how they relate to nonresponse bias.</p>
<u>SPP/APR Indicator Sampling Plan Checklist</u> NEW	<p>A state can use this interactive self-assessment tool to determine whether the state’s sampling plan addresses OSEP sampling requirements for best practice and to identify action steps to improve their sampling procedures.</p>
<u>State Determinations of Local Education Agency (LEA) Performance</u> NEW	<p>This resource provides a summary of findings from 28 states’ publicly available LEA determinations processes. States can use this resource to learn more about the data elements, calculation methodologies, and determination category criteria these 28 states used for making LEA determinations. This information can be particularly valuable for those states considering revisions and updates to their own LEA determinations processes.</p>
<u>Tap Into the Power of IDEA 618 Data!</u> NEW	<p>In these seven IDC videos, users can find high-level introductions to the data states must report as part of Section 618 of the <i>Individuals with Disabilities Education Act</i> (IDEA). The Section 618 data collections provide information about students with disabilities who receive special education and related services under IDEA, Part B. States submit most of the Section 618 data collections to the federal government as EDFacts files.</p>

Tool/product	Description
Data submission (cont.)	
<u>618 Data Pre-submission Edit Check Tools</u>	<p>These tools help states in preparing their Part B data submissions, including identifying potential edit check errors or errors in subtotals or totals, prior to Office of Special Education Programs (OSEP) submission.</p>
<u>SEA and LEA EDFacts Edit Check and Data Display Tools</u>	<p>This suite of tools helps states prepare their Part B data submissions. The five tools in the suite include (1) <i>Enhanced Pre-submission Edit Check Tool for IDEA 618 Discipline Data</i>, (2) <i>Enhanced Pre-submission Edit Check Tool for IDEA 618 Part B Personnel Data</i>, (3) <i>Enhanced Pre-submission Edit Check Tool for IDEA 618 Part B Exiting Data</i>, (4) <i>Enhanced Pre-submission Edit Check Tool for IDEA 618 Part B (FS089) Ages 3–5 Child Count and Educational Environment Data</i>, and (5) <i>Enhanced Pre-submission Edit Check Tool for IDEA 618 Part B (FS002) Ages 6–21 Child Count and Educational Environment Data</i>.</p>
Data system	
<u>IDEA Data Center Part B Data System Framework</u>	<p>This resource is an overarching structure designed to support state education agency (SEA) staff responsible for working with and responding to IDEA Part B requirements related to the collection, analysis, use, and reporting of high-quality special education data.</p>
<u>The Importance of High-Quality Data and the Role of Business Rules</u>	<p>This instructional video provides a brief introduction to the concept of using business rules to promote and support the collection of high-quality data within state and local systems for IDEA Part B.</p>
<u>Working Principles of High-Quality IDEA Data</u>	<p>This interactive resource displays the different components of high-quality data.</p>
Discipline	
<u>EDFacts IDEA Discipline Data Infographic</u>	<p>This infographic provides information about the EDFacts files states use to submit IDEA discipline data to the Office of Special Education Programs (OSEP).</p>
<u>IDEA Part B Discipline Data Collection Questions and Answers</u>	<p>This document assists states with the collection of data on children with disabilities served under IDEA who were subject to disciplinary removal.</p>

Tool/product	Description
Discipline (cont.)	
<u>Measuring Significant Discrepancy: An Indicator B4 Technical Assistance Guide</u>	<p>This resource describes the methods a state might use to appropriately determine which of its local education agencies (LEAs) has a significant discrepancy (including a significant discrepancy by race or ethnicity) in the rates of out-of-school suspensions and expulsions totaling greater than 10 days for children with disabilities.</p>
Disproportionality and equity	
<u>Significant Disproportionality Calculator and User's Guide</u> NEW	<p>The <i>Significant Disproportionality Calculator</i> is a spreadsheet application that the IDEA Data Center (IDC) created to help states analyze their data, make determinations of significant disproportionality, and support local education agencies (LEAs) in their analysis of data for significant disproportionality at the school-level. The accompanying user's guide describes each worksheet within the calculator, formatting requirements, and instructions for using the calculator.</p>
<u>Data Sources for Calculating Significant Disproportionality</u>	<p>This tool provides a summary of the data states need to calculate significant disproportionality in the areas of identification, placement, and discipline.</p>
<u>Equity Requirements in IDEA</u>	<p>This table details key areas such as methodology, data sources, and reporting considerations for each of the three equity requirements in IDEA.</p>
<u>Examining Representation: Over, Under, or Both?</u>	<p>This resource defines overrepresentation and three related terms: over-identification, under-identification, and underrepresentation.</p>
<u>Methods for Assessing Racial/Ethnic Disproportionality in Special Education, A Technical Assistance Guide (Revised)</u>	<p>This resource describes the more common methods for calculating racial/ethnic disproportionality in special education.</p>
<u>SEA Data Processes Toolkit: Significant Disproportionality Protocol</u>	<p>This protocol allows states to document all of their processes for significant disproportionality, including definitions and methodology; timelines; data collection, preparation, and analysis; local education agency (LEA) notifications, identification of contributing factors, and Comprehensive Coordinated Early Intervening Services (CCEIS). The protocol is one of the customizable protocols within the <i>SEA Data Processes Toolkit</i>.</p>

Tool/product	Description
Disproportionality and equity (cont.)	
<u>Spreadsheet Application for Calculating Disproportionality Measures and User's Guide for Spreadsheet Application for Calculating Disproportionality Measures (Revised)</u>	<p>This Excel spreadsheet application and user's guide are tools to aid states in their assessment of racial/ethnic disproportionality.</p>
<u>Success Gaps Rubric: Addressing Equity, Inclusion, and Opportunity</u>	<p>Schools or districts can use this rubric to address success gaps, such as gaps in test scores or graduation rates between students with disabilities and other students, that exist among groups of their students.</p>
<u>Success Gaps Toolkit: Addressing Equity, Inclusion, and Opportunity</u>	<p>Schools and districts can use the materials and resources in the toolkit to conduct a root cause analysis and make a plan for reducing success gaps.</p>
MOE and CEIS	
<u>618 Data Pre-submission Edit Check Tool - Part B MOE and CEIS</u>	<p>This tool helps states prepare their Part B Maintenance of Effort (MOE) and Coordinated Early Intervening Services (CEIS) data submission.</p>
<u>Collecting and Reporting the New Data Elements Related to the Local Education Agency Maintenance of Effort Provisions</u>	<p>This resource discusses each of the four new data elements the Office of Special Education Programs (OSEP) added related to the local education agency (LEA) Maintenance of Effort (MOE) provisions of IDEA in the MOE Reduction and Coordinated Early Intervening Services (CEIS) data collection. The resource provides additional support and assistance as states prepare to collect and submit these data.</p>
<u>A Comparison of Mandatory Comprehensive Coordinated Early Intervening Services (CCEIS) and Voluntary Coordinated Early Intervening Services (CEIS)</u>	<p>This resource outlines the differences between Comprehensive Coordinated Early Intervening Services (CCEIS) and voluntary CEIS.</p>
<u>Maintenance of Effort (MOE) Reduction Eligibility Decision Tree</u>	<p>This resource guides state education agencies (SEAs) and local education agencies/education service agencies (LEAs/ESAs) through a series of questions to determine an LEA's/ESA's eligibility to reduce Maintenance of Effort (MOE).</p>

Tool/product	Description
MOE and CEIS (cont.)	
<u>Maintenance of Effort (MOE) Reduction Eligibility Worksheets</u>	These worksheets include two documents to assist state education agencies (SEAs) and local education agencies/education service agencies (LEAs/ESAs) with Maintenance of Effort (MOE) reduction.
<u>Navigating Coordinated Early Intervening Services (CEIS) Frequently Asked Questions (FAQ)</u>	This frequently asked questions (FAQ) resource focuses on helping state education agencies (SEAs) and local education agencies (LEAs) understand Coordinated Early Intervening Services (CEIS) and its reporting requirements.
<u>Navigating Coordinated Early Intervening Services (CEIS) White Paper</u>	This document focuses on helping state education agencies (SEAs) and local education agencies (LEAs) to better understand Coordinated Early Intervening Services (CEIS) and its reporting requirements.
<u>Coordinated Early Intervening Services (CEIS) Fiscal and Student Data Tracker</u>	This resource is a set of three tools state education agencies (SEAs) can use with their districts, schools, and providers to assist them in tracking the finances, services, and student data associated with Coordinated Early Intervening Services (CEIS).
Privacy and confidentiality	
<u>IDEA Part B Confidentiality Checklist</u>	State and local agencies can use this tool to identify what actions, policies, and procedures they may need to take or implement to meet confidentiality provisions outlined in IDEA Part B 20 U.S.C. 1400.
<u>Privacy Resources for IDEA</u>	This tool provides a list of privacy resources for IDEA.
SSIP	
<u>Considerations for Making Changes to SIMR Baseline and Targets</u>	This white paper outlines factors for Part B and Part C state agencies to consider when revising State-Identified Measurable Result (SIMR) baselines or targets.
<u>A Guide to SSIP Evaluation Planning</u>	This guide describes key steps for developing a well-thought-out plan for evaluating a State Systemic Improvement Plan (SSIP).
<u>Operationalizing Your SSIP Evaluation: A Self-Assessment Tool</u>	This interactive self-assessment tool leads those within a state responsible for implementing the State Systemic Improvement Plan (SSIP) evaluation through the process of operationalizing their SSIP evaluation plan in tandem with implementation efforts.

Tool/product	Description
SSIP (cont.)	
<u><i>Using a Theory of Action to Develop Performance Indicators to Measure Progress Toward a SiMR</i></u>	This white paper offers an approach for using a theory of action as an outline to develop the State Systemic Improvement Plan (SSIP) Phase II evaluation questions and plan that will guide the SSIP work in Phase III and beyond.