



**IDEA DATA
CENTER**

Collect, Report, Analyze, and
Use High-Quality Part B Data



2024 Quick References for IDEA Part B Data

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Westat is the lead organization for IDC. For more information about the center's work and its partners, see www.ideadata.org.

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2024 Quick References for IDEA Part B Data

Introduction

This collection of quick reference materials brings essential information about the *Individuals with Disabilities Education Act* (IDEA) data requirements together in one place. The IDEA Data Center (IDC) compiled these resources to serve as a valuable reference for new data managers, but these references may also be useful for experienced state staff who work with IDEA data and who need an easy way to reference key information.

Navigating This Guide

This resource contains four distinct sections, linked below for easy navigation. Feel free to use the materials as printouts or bookmark them for quick reference.

- [Essential Contacts](#): A list of essential contacts for IDEA data and support.
- [Frequently Used Terms and Acronyms](#): A list of the most commonly used IDEA Part B data terms and acronyms.
- [IDEA Part B Essential Information Tables](#): A series of three tables that provide timelines for the IDEA Part B 618 and 616 data and their due dates.
- [Additional Resources](#): Additional tools and resources from IDC and the Department of Education that address data quality and reporting.

Essential Contacts

The contacts listed below are essential contacts for IDEA data submissions and data quality. Ensuring that you know who to reach out to and when is essential to easily getting the support you need when necessary. The information in this section will assist you in contacting the correct people at the correct time.

IDC State Liaison

Your IDC State Liaison is your primary IDC contact. They will use expertise to assist your state directly or assemble a team of IDC experts to support IDEA data quality improvement. You can find contact information for your IDC State Liaison on the [IDC Technical Assistance webpage](#).

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 (TA) possible.

If you have a question but are not sure if IDC can help, contact your State Liaison. In addition to the support IDC provides, we also have great working relationships with all the Office of Special Education Programs (OSEP)-funded TA centers. So, should you need additional information, your State Liaison can refer you to or work in concert with the appropriate TA center.

Partner Support Center (PSC)

Partner Support Center (PSC) is the main contact if you are having technical data submission issues or questions about the systems used to collect IDEA data. You can reach PSC at edfacts@ed.gov or 877-457-3336.

For Your Information

To clarify the roles of IDC and PSC, IDC has posted an [informational flyer](#) on its website.

EDFacts Coordinator

Part B data collections are closely integrated with EDFacts data; therefore, as a Part B data manager or staff person who works with IDEA data, it is important to have a strong working relationship with your state's EDFacts coordinators. The Department of Education designates EDFacts coordinators as the lead state contacts for the EDFacts data collection. Communication with them about data submission and data issues improves efficiency and overall data quality.

EDPass Manager

EDPass is the system the Department of Education will use to collect most IDEA 618 data for SY 2022–23 and beyond. Each state may have up to two identified EDPass managers; the first is typically the EDFacts coordinator. EDPass managers have access to all data areas in the EDPass system and administrative access to manage other state users' accounts in EDPass. It is important to know who your state's EDPass managers are. You will need to work with them to ensure that all staff have appropriate access to the IDEA Part B functionalities in EDPass that they need to complete the necessary components of the data submission process. Functionalities in EDPass include viewing data, uploading data, responding to metadata, editing the State Submission Plan, resolving data quality rule failures, and submitting data.

Frequently Used Terms and Acronyms

IDEA Part B data uses many specific terms and acronyms. This portion of the quick reference guide will help you understand some of the most common of these terms and acronyms.

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

ED: The U.S. Department of Education

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

EDPass: Beginning in SY 2022–23, the system ED uses to collect EDFacts submissions, data notes, and metadata

EMAPS: EDFacts Metadata and Process System

ESA: Educational Service Agency

ESS (EDFacts Submission System): Prior to SY 2022–23, the system ED used to collect EDFacts submissions

FERPA: Family Educational Rights and Privacy Act

FFY (Federal Fiscal Year): Time period from October 1 to September 30

LEA: Local Education Agency

MFS: Maintenance of State Financial Support

MOE: Maintenance of Effort

MSIP: OSEP Monitoring and State Improvement Planning Division

OMB MAX: Prior to SY 2022–23, the system ED used for IDEA Part B and Part C data notes and data quality reports

OSEP: Office of Special Education Programs

Part B: IDEA, Ages 3 Through 21

Part C: IDEA, Ages Birth Through 2

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

SPP/APR: State Performance Plan/Annual Performance Report

SSIP: State Systemic Improvement Plan

SWD/CWD: Students With Disabilities/Children With Disabilities

SY (School Year): Generally recognized as July 1 to June 30 for federal reporting

IDEA Part B Essential Information Tables

The information in the following tables describes IDEA Part B 618 and 616 timelines and their due dates for the 2024 collection period.

Table 1 shows how different IDEA data collections span across years, information about the reporting period, and when the data are collected after the reporting period. Throughout a given school year, data stewards may be working with three different years of data concurrently; this table will help to clarify which years go with the various data collection categories.

Table 1. SY 2023–24 618 data collection category descriptions

Data collection category	Description of the data collection
Child Count and Educational Environments	<ul style="list-style-type: none"> States and LEAs report the unduplicated number of children with disabilities (IDEA) who are receiving services and are ages 3 through 5 and not kindergarten and ages 5 (in kindergarten) through 21. States collect data on the specified Child Count date on or between October 1 and December 1. Data are due the following summer, the last Wednesday in June. The next submission date is 7/31/2024.
Discipline and Exiting	<ul style="list-style-type: none"> In the <i>EDFacts</i> Discipline files, States and LEAs report disciplinary removals for children and youth with disabilities including all children with 0.5 or greater cumulative days removed. In the <i>EDFacts</i> Exiting file, States and LEAs report students with disabilities (IDEA) who are ages 14 through 21 and who were in special education at the start of the reporting period and who were not in special education at the end of the reporting period. In both files, data represent the reporting period between July 1 and June 30. In both files, data are due on the third Wednesday in February following the end of the reporting period. The next submission date is 2/19/2025.
Personnel	<ul style="list-style-type: none"> States and LEAs report the number of special education teachers, special education related services personnel, and special education paraprofessionals employed or contracted to work with children with disabilities (IDEA) who were ages 3 through 21. States collect data on the specified Child Count date on or between October 1 and December 1. Data from the previous school year are due on the third Wednesday in February. The next submission date is 2/19/2025.

Table 1. SY 2023–24 618 data collection category descriptions—Continued

Data collection category	Description of the data collection
Assessment	<ul style="list-style-type: none"> States, LEAs, and schools report the number of students with disabilities who took an assessment and received a valid score for Mathematics and Reading/Language Arts. Assessment data are included within the <i>EDFacts</i> Assessment files for all students. Data represent the state assessment testing window that school year. Data are due the second Wednesday in January. The next submission date is 1/8/2025.
Dispute Resolution	<ul style="list-style-type: none"> States report the number of occurrences of written, signed complaints; mediation requests; due process complaints; and expedited due process complaints. Data represent the reporting period between July 1 and June 30. Data are due on the third Wednesday in November following the end of the reporting period. The next submission date is 11/20/2024.
Maintenance of Effort (MOE) and Coordinated Early Intervening Service (CEIS)	<ul style="list-style-type: none"> States report LEA/ESA allocations; maintenance of effort (MOE) reduction; provision of coordinated early intervening services (CEIS) and the number of children receiving CEIS. Data span multiple years. Allocations for the two prior FFYs are due in August. The next submission date is 08/21/2024.

Table 2 provides updated school year due dates and systems for SY 2023–24. In addition to being a system where states submit files, EDPass includes related metadata questions, which are due with each data submission. The Department of Education previously collected metadata in the IDEA State Supplemental Survey in EMAPS.

Table 2. SY 2023–24 EDFacts due dates for IDEA data

IDEA Part B collections and surveys	EDFacts system ^b	Due date
SY 2023–24 Child Count and Educational Environments and Metadata Questions FS002—Children with Disabilities (IDEA) School Age FS089—Children with Disabilities (IDEA) Early Childhood	EDPass	7/31/2024
FFY 2022 IDEA Part B MOE Reduction and CEIS	EMAPS	08/21/2024
SY 2023–24 Personnel and Metadata Questions FS070—Special Education Teachers (FTE ^a) FS099—Special Education Related Services Personnel FS112—Special Education Paraprofessionals	EDPass	2/19/2025
SY 2023–24 Exiting and Metadata Questions FS009—Children with Disabilities (IDEA) Exiting Special Education	EDPass	2/19/2025
SY 2023–24 Discipline and Metadata Questions 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	EDPass	2/19/2025
SY 2023–24 IDEA Part B Dispute Resolution Survey	EMAPS	11/20/2024
SY 2023–24 Assessment and Metadata Questions <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	EDPass	1/8/2025

^aFTE = full-time equivalent.

^bThis table does not list EMAPS re-submission periods. 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.

Table 3 provides information about the data year that populates each indicator of the SPP/APR. Some indicators require states to populate them with the most recent data available, while some indicators require states to populate them with lag data. Additionally, using a January 2022 through June 2024 timeline, figure 1 illustrates how the school year, federal fiscal year, and the standard calendar year differ. When reading both items, it is important to remember

Keep in mind
 Data are reported by both fiscal year and school year as defined by the SPP/APR measurement table. For any indicators that have data prepopulated from an ED*Facts* data submission, the data will be reported for the school year rather than the fiscal year.

- School year (SY) dates are generally recognized as July 1 to June 30 in the years specified. States report data as of the dates noted in the data timeline details column in table 1.
- Federal fiscal year (FFY) is from October 1 of the year prior to the year listed to September 30 of the listed year. For example, FFY 2023 is from October 1, 2022, to September 30, 2023. In this example, data for FFY 2023 is expected to reflect SY 2023–24.
- Lag data indicates data reported for the year before the SPP/APR reporting year.

Table 3. FFY 2023 APR indicator data sources due February 2025

Indicator	Data source	Data year ^a
1. Graduation	<ul style="list-style-type: none"> • FS009—Children with Disabilities (IDEA) Exiting Special Education 	FFY 2023 SY 2022–23
2. Dropout	<ul style="list-style-type: none"> • FS009—Children with Disabilities (IDEA) Exiting Special Education 	FFY 2023 SY 2022–23
3. Assessment	<ul style="list-style-type: none"> • FS175—Academic Achievement in Mathematics • FS178—Academic Achievement in Reading/Language Arts • FS185—Assessment Participation in Mathematics • FS188—Assessment Participation in Reading/Language Arts 	SY 2023–24

Table 3. FFY 2023 APR indicator data sources due February 2025—Continued

Indicator	Data source	Data year ^a
4. Suspension and Expulsion	<ul style="list-style-type: none"> 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 	FFY 2023 SY 2022–23
5. Educational Environments	<ul style="list-style-type: none"> FS002—Children with Disabilities (IDEA) School Age 	FFY 2023 SY 2023–24
6. Preschool Environments	<ul style="list-style-type: none"> FS089—Children with Disabilities (IDEA) Early Childhood 	FFY 2023 SY 2023–24
7. Preschool Outcomes	<ul style="list-style-type: none"> State-selected data source 	FFY 2023 SY 2023–24 ^b
8. Parent Involvement	<ul style="list-style-type: none"> State-selected data source 	FFY 2023 SY 2023–24 ^b
9. Disproportionate Representation	<ul style="list-style-type: none"> FS002—Children with Disabilities (IDEA) School Age State monitoring data 	FFY 2023 SY 2023–24
10. Disproportionate Representation in Specific Disability Categories	<ul style="list-style-type: none"> FS002—Children with Disabilities (IDEA) School Age State monitoring data 	FFY 2023 SY 2023–24
11. Child Find	<ul style="list-style-type: none"> State data source and/or monitoring data 	FFY 2023 SY 2023–24 ^b
12. Early Childhood Transition	<ul style="list-style-type: none"> State data source and/or monitoring data 	FFY 2023 SY 2023–24 ^b

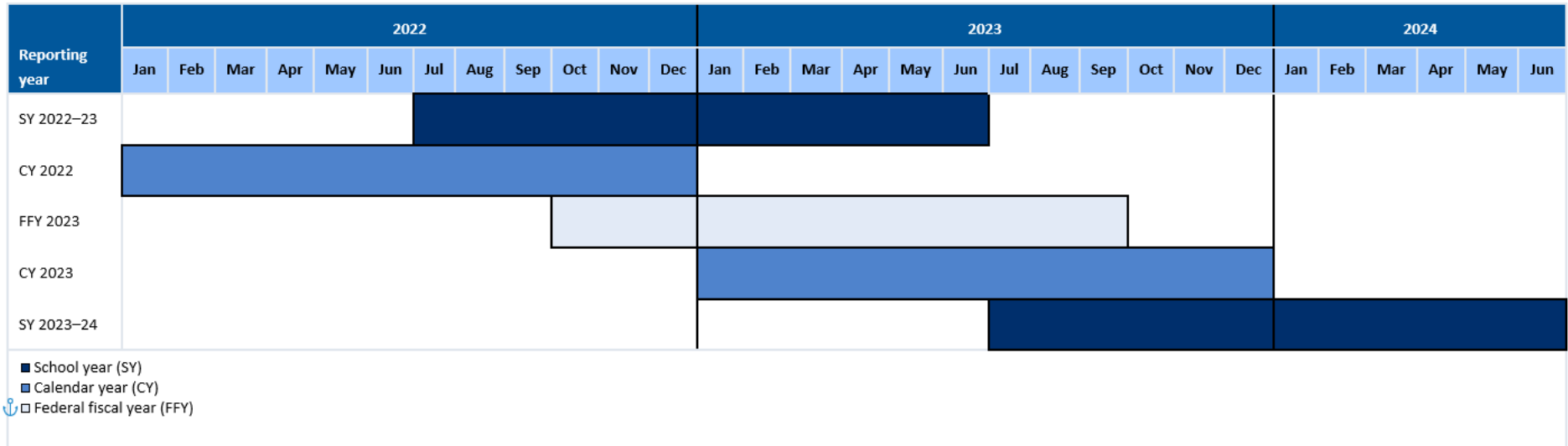
Table 3. FFY 2023 APR indicator data sources due February 2025—Continued

Indicator	Data source	Data year ^a
13. Secondary Transition	<ul style="list-style-type: none"> State data source and/or monitoring data 	FFY 2023 SY 2023–24 ^b
14. Post-School Outcomes	<ul style="list-style-type: none"> State-selected data source 	FFY 2023 (Collect data by 9/30/2024 for students who left school in 2022–23 and data collection are timed so that at least one year has passed)
15. Resolution Sessions	<ul style="list-style-type: none"> Dispute Resolution (EMAPS Survey) 	FFY 2023 SY 2023–24
16. Mediation	<ul style="list-style-type: none"> Dispute Resolution (EMAPS Survey) 	FFY 2023 SY 2023–24
17. State Systemic Improvement Plan (SSIP)	<ul style="list-style-type: none"> Multiple data sources, as described in each state’s SSIP 	FFY 2023 SY 2023–24
18. General Supervision	<ul style="list-style-type: none"> Multiple data sources through which noncompliance is identified and verified as corrected by the state 	FFY 2023 (Use findings issued in FFY 2022, SY 2022–23 and verified as corrected no later than one year after the state’s written notification of findings.)

^aSource for data year: U.S. Department of Education, Individuals with Disabilities Education Act. (n.d.) *Resources for Grantees*. Retrieved February 12, 2024, from <https://sites.ed.gov/idea/files/FFY2023-Part-B-SPP-APR-Reformatted-Measurement-Table.pdf>.

^bSince the school year for FFY 2023 is 2023–24, it is implied although not stated in the Measurement Table.

Figure 1. Year type comparison chart



Additional Resources

IDC and the Department of Education provide many resources to support states' IDEA data quality. This section includes a brief list of suggested IDC tools related to data quality along with other helpful webpages and websites from OSEP and the Department of Education. The included links specifically focus on helping users understand and report IDEA 618 data.

In addition to these specific sources, [IDC's Resource Library](#) houses a variety of tools and products that IDC developed or that IDC developed along with collaborators to help states increase the quality of their data. Feel free to bookmark this page and check back often, as IDC releases new tools and resources regularly.

IDEA Data Tools and Resources From IDC

The following resources are available on the IDC website:

- [618 Data Collection Calendar](#)
- [IDC and PSC: Whom Do I Call and When?](#)
- [Data Collection Calendar At-A-Glance](#)
- [Data Managers Web Page](#)
- [IDEA Part B Data Manager Competencies](#)
- [SEA and LEA EDFacts Edit Check and Data Display Tools](#)

IDEA Data Links From the Department of Education

The following lists U.S. Department of Education-sponsored websites connected to IDEA Part B data:

- [The EDFacts Initiative Home Page](#)
- [EDPass Login Page](#)
- [EMAPS Login Page](#)
- [EDFacts File Specifications](#)
- [SPP/APR Community Website](#)
- [EDFacts Community Website](#)
- [OSEP Home Page](#)
- [OSEP IDEA Section 618 Data Products](#)
- [OSEP's IDEAs That Work Website](#)