Special Education Reporting Guide

 60-Day Timeline – Indicator 11

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# 60-day timeline – Indicator 11

Per the Individuals with Disabilities Education Act (IDEA) states and local education agencies (LEAs) are required to ensure students with disabilities have initial eligibility determined in a timely manner after receipt of a signed parental consent for initial assessment. (20 U.S.C. 1416(a)(3)(B)).

Idaho Code 08.02.03.109.03 states;

*The total timeline from the date of receipt of written parental consent for an initial evaluation to the date of determination of eligibility for special education and related services must not exceed sixty (60) calendar days, excluding periods when regular school is not in session for five (5) or more consecutive school days, unless all parties agree to an extension.*

As part of Idaho’s general supervision monitoring for Child Find and 60-day timeline, LEAs are required to report all initial eligibility determinations including students transitioning from the Infant Toddler Program as part of the regular Idaho System for Educational Excellence (ISEE)\* uploads. LEAs will need to report data for any student for whom the LEA receives signed parental consent for initial assessment.

Data reporting on 60-day timeline are required for the current reporting year when either of the below to criteria are met in the current school year or after the last day of the prior school year calendar:

1. The LEA completed an initial eligibility determination for one or more student(s) regardless if the student(s) were determined eligible for special education and related services; or
2. If the LEA received a signed parental consent for initial assessment and the initial eligibility determination was not able to be finalized because of one of the following:
* Student moved out of area;
* Parent later withdrew consent for initial assessment;
* Student passed away
* Parent repeatedly failed or refused to produce the student for an evaluation after the LEA made reasonable efforts to schedule an evaluation.

If neither of the above two instances apply then all fields capturing data for Early Childhood Transition and 60-day timeline in the Students with Disabilities file for ISEE should remain blank.

**Early Childhood Transition Data Fields**

* ECReferredDhw
* ECDecTim
* ECDecLate
* ECLateRea
* ECLROther

**60-day Timeline Data Fields**

* consentDate
* 60DTline
* DaysLate
* LDRea
* ExRule
* UndetRea

\*To document information as part of ISEE uploads all students require an Educational Unique Identifier (EDUID). LEAs must first search with the state to determine if a student has an existing EDUID. If the student does not have an established EDUID the LEA will need the students Legal Name, including Middle Name if applicable, Birthdate, and Gender (Male/Female) based on a legal document such as a birth certificate.

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# Recording 60-day Timeline Information in ISEE

The following tables of information are designed to assist LEA teams to better understand data requirements and considerations for Child Find and 60-day timeline coding so that data may be accurately reported through the Idaho System for Educational Excellence (ISEE).

| Item | Description | Count | Coding |
| --- | --- | --- | --- |
| 1. | Number of students that had an initial eligibility determination finalized in the current school year or after the last day of the prior school year.  |  | Report 60-day Timeline information and if referred from the DHW Infant Toddler Program also report Early Childhood Transition. |
| 1.a. | Of those students included in Item 1 the number with initial eligibility determined within 60 calendar days of receipt of signed parental consent for initial assessment. |  | 60DTline = Y – Yes |
| 1.b. | Of those students included in Item 1 the number with initial eligibility determined beyond 60 calendar days of receipt of signed parental consent for initial assessment. |  | 60DTline = N – NoDaysLate = # of days beyond 60 calendar daysLDRea – List the reason why initial eligibility exceeded 60 calendar daysNotes – Provide additional detail as needed |
| 1.c. | Of those students included in Item 1 the number that resulted in and initial eligibility determination that the student did not qualify for special education and related services |  | Eligible = N – Not EligibleSeStatus = **T** – Tested Ineligible (this code is for initial eligibility only) |
| 2. | The number of students for whom the LEA received signed parental consent for initial assessment and the initial eligibility determination was not able to be finalized because of one of the following undetermined reasons (UndetRea):* MO – Moved out of district
* SD – Student is deceased
* WD – Withdrawn by Parent
* NR – Non-Responsive
 |  | Report the following:consentDateEligible = **U** – UndeterminedUndetRea – List appropriate option |

# initial eligibility was not completed in 60 calendar days

For students included in 1.b. where initial eligibility was not completed in 60 calendar days additional information is required. The LEA should carefully consider coding for each individualized student’s eligibility process and apply codes as appropriate. Multiple factors may impact the timeliness of eligibility evaluations, but ISEE only allows for the use of one code per record, so teams should **consider coding late reasons (LDRea) prioritized in the following order**. For additional information on calculating the 60-day timeline and application of the State Exception Rule see the [60-Day Timeline Quick Guide](https://idahotc.com/Resources/File-View/ResourceID/1149/FileID/56668/Track/No).

| Item | Description | Count | Coding |
| --- | --- | --- | --- |
| b.1. | A written extension agreement was in place between the LEA and the parent/guardian/adult student. |  | LDRea = **WE** – Written Extension |
| b.2. | The parent repeatedly failed or refused to produce the student for an evaluation after the district had made reasonable efforts to schedule an evaluation (34 CFR § 300.301(d)(1)). |  | LDRea = **RE** – Reasonable Efforts |
| b.3. | Extended medical issues were the reason for the delay.  |  | LDRea = **EM** – Extended Medical Issues |
| b.4. | The student moved into the LEA with a written extension in place. |  | LDRea = **SM** – Student moved into district with written extension |
| b.5. | There was a school closure of 5 or more **consecutive school days** due to:**ExRule option set:** * **AN** – Acts of Nature (fire, flood, snow or other inclement weather, or widespread communicable illness)
* **HB** – Holiday Break (Thanksgiving, Winter Break);
* **OB** – Other School Break (harvest break, hunting, etc.);
* **SB** – Spring Break;
* **SM** – Summer Break;
 |  | LDRea = **SE** – State Exception RuleExRule – use appropriate code for the student’s unique situationNotes – list additional information |
| b.6. | Additional Assessment were requested by the family or adult student. |  | LDRea = **AA** – Additional Assessment(s) needed |
| b.7. | The delay was as a result of the inability to coordinate (internal resources) because of staffing issues.  |  | LDRea = **ST** – Staffing IssuesNotes – **Required**  |
| b.8. | The delay was a result of the inability to coordinate with all concerned (external) stakeholders |  | LDRea = **SD** – Scheduling DifficultiesNotes - **Required** |