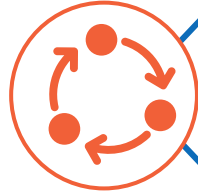


# State Performance Plan Indicator (SPPI) Data Overview

Local Education Agency Training for SPPI 11a ,11b, 12, and 13

# Objectives



Purpose of Clarifications



Clarification Participation Decision Making



Clarification Requirements



Clarification Submission Procedures



Next Steps For a local education agency (LEA)  
Electing Not To Participate In Clarifications

After the annual TSDS/SPPI Application close date, an LEA that met the submission deadline for each indicator and reported less than 100% can submit clarifications containing evidence of pre-finding corrections for  
SPPI 11a, 11b, 12, and 13.

34 CFR § 300.600(e); OSEP QA 23-01, B-11



**The LEAs who certify less than 100% by the SPPI data submission timeline have two choices for State Performance Plan Indicator 11a, 11b, 12 and 13 clarification:**

**Participate in  
clarifications**



**Do nothing which verifies  
noncompliance**





# Preparing for Clarifications



**Verify and, if applicable, update the points of contact, email addresses, and phone numbers in AskTed.**



**All LEAs who certified at less than 100% should receive a notification on September 16<sup>th</sup> with a link to a form to elect whether or not the LEA will be participating in clarifications. The deadline to fill out the form is 9/18/2025.**



**Check your email (including spam folders) to ensure you have not missed an email from your TEA point of contact.**



**If you have not received a notification, reach out to your ESC contact.**



**If TEA staff has not heard back from LEA representatives, the LEA may miss the opportunity to participate in the clarification process.**





## Clarification Participation Decision Making

# Clarification Process: Pre-finding and Data System Corrections

## PRE-FINDING CORRECTION

Pre-finding correction may occur during the clarification process when the LEA has violated an IDEA requirement, but the TEA has not yet issued a finding.

If the TEA can verify before issuing a finding that the LEA:

- (1) is correctly implementing the specific regulatory requirements (i.e., achieved 100 percent compliance with the relevant IDEA requirements) based on a review of updated data such as data subsequently collected through monitoring (evidence of policies and procedures, training, and self-monitoring);
- (2) if applicable, has corrected each individual case of child-specific noncompliance, unless the child is no longer within the jurisdiction of the LEA; and
- (3) has no existing corrective action under a TEA complaint or due process hearing decision for the child (child-specific compliance);

then this would be considered “pre-finding correction.” (OSEP 23-01, B-11)

## DATA SYSTEM CORRECTIONS

- Data entry event that resulted in noncompliance.
- Absence report discrepancies
- Calendar corrections
- Data system errors
- Transfer student coded incorrectly
- Documentation indicating LEA data is compliant



# Participation in Clarification Process

- Participation in the clarification process is optional.
- The LEA should complete the steps below **to participate** in the clarification process:
  1. Review the data entered and completed/certified during the data entry period is accurate for each indicator.
  2. Complete the participation form in the SPPI Clarification Participation email indicating whether the LEA will be participating in clarifications. The deadline to fill out the form is 9/18/2025.
  3. Complete the steps in the SPPI Clarification Participation follow up email as discussed in the following slides

TEA will make compliance findings based on the data available in the ASCEND database at the close of the clarification application window.



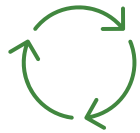


# Clarification Requirements



# List of Clarification Requirements

## Every LEA MUST Submit:



Revised Procedures



Training Evidence



Self-Monitoring Plan



SPPI Evidence of Student Level Correction Workbook  
Attestation of Compliance



2023-24 & 2024-25 School Calendar



# Clarification Requirements for SPPI 11a, 11b, 12, & 13

## ✓ **Child Specific Correction**

- Complete the sheet in the *SPPI Verification of Child Specific Corrections* workbook relevant to the SPP Indicator(s) for which the LEA is providing clarifications.

## ✓ **Procedures**

- The LEA should refine and submit procedures that are responsive to the root cause of the noncompliance.

## ✓ **Training Artifacts for the Specific SPP Indicator(s) the LEA is Clarifying**

- Presentation agenda and sign-in sheets that include personnel position, etc.

## ✓ **Self-Monitoring Plan for the Specific SPP Indicator(s) the LEA is Clarifying**

- Evaluation tracking system, logs, and evidence of implementation.
- Self-Monitoring plan should be responsive to the root cause of the potential noncompliance.

## ✓ **Current Compliance Evidence for the Specific SPP Indicator(s) the LEA is Clarifying**

- Clarifications attestation of sustained compliance following the last incidence of noncompliance and training.

# State Performance Plan Indicator (SPPI)

## Evidence of Student Level Correction Workbook

- The purpose of the SPPI Evidence of Student Level Correction Workbook is to detail each incidence of child specific noncompliance.
- ✓ Note that the root cause for the delay must be addressed.
- ✓ Locally maintained evidence of child specific corrections will be verified in the attestation.



Student files are not required at initial upload as completion of this form documents FAPE and compensatory services decisions. Student files may be requested for further verification at any point of the clarification review.

	A	B	C	D	E	F	G	H	I	J	K
1	<b>State Performance Plan Indicators (SPPI) Verification of Child Specific Corrections</b>										
2	<b>District Name:</b>						<b>CDN:</b>				
3	<b>Instruction:</b> For verification of correction under requirements found in Office of Special Education Programs (OSEP) QA 23-01, provide the following information for all students where the initial FIE was not conducted within the state established timeline following parental consent as reported in the most recent SPPI 11 Collection and cited as noncompliance. The LEA's corrective action will indicate the processes and procedures that will be taken to ensure that initial timelines are met. Add one student per row ensuring all columns are completed.										
4		<b>Check any that apply</b>	<b>Student Name</b>	<b>Campus/School</b>	<b>Date Parental Consent Signed</b>	<b>Date Eval Completed</b>	<b>Date Eligibility determined</b>	<b>Compensatory Education Decision Date</b>	<b>Comp-Ed required (Y/N)</b>	<b>Root Cause for Missed Timeline</b>	<b>Action Taken based on Root Cause</b>
1		<input type="checkbox"/> Absence data error <input type="checkbox"/> Transfer coding error <input type="checkbox"/> Clerical entry error <input type="checkbox"/> Withdrawn <input type="checkbox"/> DNQ									<input type="checkbox"/> updated policies/procedures <input type="checkbox"/> Provided training <input type="checkbox"/> created/updated self-monitoring
5											
2		<input type="checkbox"/> Absence data error <input type="checkbox"/> Transfer coding error <input type="checkbox"/> Clerical entry error <input type="checkbox"/> Withdrawn <input type="checkbox"/> DNQ									<input type="checkbox"/> updated policies/procedures <input type="checkbox"/> Provided training <input type="checkbox"/> created/updated self-monitoring
6											
3		<input type="checkbox"/> Absence data error <input type="checkbox"/> Transfer coding error <input type="checkbox"/> Clerical entry error <input type="checkbox"/> Withdrawn <input type="checkbox"/> DNQ									<input type="checkbox"/> updated policies/procedures <input type="checkbox"/> Provided training <input type="checkbox"/> created/updated self-monitoring
7											
4		<input type="checkbox"/> Absence data error <input type="checkbox"/> Transfer coding error <input type="checkbox"/> Clerical entry error <input type="checkbox"/> Withdrawn <input type="checkbox"/> DNQ									<input type="checkbox"/> updated policies/procedures <input type="checkbox"/> Provided training <input type="checkbox"/> created/updated self-monitoring
8											
5		<input type="checkbox"/> Absence data error <input type="checkbox"/> Transfer coding error <input type="checkbox"/> Clerical entry error <input type="checkbox"/> Withdrawn <input type="checkbox"/> DNQ									<input type="checkbox"/> updated policies/procedures <input type="checkbox"/> Provided training <input type="checkbox"/> created/updated self-monitoring
9											
6		<input type="checkbox"/> Absence data error <input type="checkbox"/> Transfer coding error <input type="checkbox"/> Clerical entry error <input type="checkbox"/> Withdrawn <input type="checkbox"/> DNQ									<input type="checkbox"/> updated policies/procedures <input type="checkbox"/> Provided training <input type="checkbox"/> created/updated self-monitoring
10											

# State Performance Plan Indicator (SPPI)

## Evidence of Student Level Correction Workbook-Example

- All fields must be filled in
- Every student from the TSDS report should be documented on the Verification Workbook
- Check any that apply column (new)
- Root Cause for missed timelines, this is not the delay code reason. Identify the root cause to the noncompliance.
- Actions taken (new)
  - The evidence that addressed the root cause that is uploaded into Ascend

A	B	C	D	E	F	G	H	I	J	K
1	<b>State Performance Plan Indicators (SPPI) Verification of Child Specific Corrections</b>									
2	<b>District Name:</b>	Learn a Lot ISD					<b>CDN:</b>	0		
3	<b>Instruction:</b> For verification of correction under requirements found in Office of Special Education Programs (OSEP) QA 23-01, provide the following information for all students where the initial FIE was not conducted within the state established timeline following parental consent as reported in the most recent SPPI 11 Collection and cited as noncompliance. The LEA's corrective action will indicate the processes and procedures that will be taken to ensure that initial timelines are met. Add one student per row ensuring all columns are completed.									
4	<b>Check any that apply</b>	<b>Student Name</b>	<b>Campus/School</b>	<b>Date Parental Consent Signed</b>	<b>Date Eval Completed</b>	<b>Date Eligibility determined</b>	<b>Compensatory Education Decision Date</b>	<b>Comp-Ed required (Y/N)</b>	<b>Root Cause for Missed Timeline</b>	<b>Action Taken based on Root Cause</b>
5	<input type="checkbox"/> Absence data error <input type="checkbox"/> Transfer coding error <input checked="" type="checkbox"/> Clerical entry error <input type="checkbox"/> Withdrawn <input type="checkbox"/> DNQ	John Doe	Learn a Lot Middle School	9/10/2024	11/12/2024	12/2/2024	not needed	N	The date that was submitted to TSDS was 11/21/2024. The actual date on the FIE report was 11/12/2024. All timelines for child find were met	<input type="checkbox"/> updated policies/procedures <input type="checkbox"/> Provided training <input type="checkbox"/> created/updated self-monitoring
6	<input type="checkbox"/> Absence data error <input type="checkbox"/> Transfer coding error <input type="checkbox"/> Clerical entry error <input type="checkbox"/> Withdrawn <input type="checkbox"/> DNQ	Jane Doe	Learn a Lot Elementary School	9/13/2024	12/16/2024	1/10/2025	1/10/2025	Y	The evaluation staff responsible was not using the self-monitoring system that was put in place and this student was left off of the calendar.	<input checked="" type="checkbox"/> updated policies/procedures <input checked="" type="checkbox"/> Provided training <input checked="" type="checkbox"/> created/updated self-monitoring
7	<input type="checkbox"/> Absence data error <input type="checkbox"/> Transfer coding error <input type="checkbox"/> Clerical entry error <input type="checkbox"/> Withdrawn <input checked="" type="checkbox"/> DNQ	George Doe	Learn a Lot Elementary School	10/16/2024	1/8/2025	2/3/2025	3/5/2025	N	The evaluation staff responsible for this evaluation went on FMLA and had documented that this students FIE was completed on the self-monitoring tracker however it was not completed when reviewed by other evaluation staff.	<input type="checkbox"/> updated policies/procedures <input checked="" type="checkbox"/> Provided training <input checked="" type="checkbox"/> created/updated self-monitoring



# Important Note About Procedures

The LEA should **refine, revise** and **submit** procedures, training, and self-monitoring that are responsive to the **root cause** of the noncompliance.

Example: if the LEA is determined to be noncompliant due to missing TSDS data upload dates, they should have procedures aligned to meeting data submission timelines, training for staff involved with the TSDS submission, and self-monitoring that addresses data uploads.





# Receipt of Notification: Next Steps



Your TEA point of contact will provide your LEA with the requirements for each applicable State Performance Plan indicator the LEA intends to clarify.



All supporting clarification documentation submissions for SPPI 11a, 11b, 12 and 13 must be uploaded using the File Transfer widget on the ASCEND Dashboard.



If your TEA point of contact has questions about the submissions, they will reach out to request additional clarifying information.



Participating in the Clarification Process does not guarantee the noncompliance is resolved. All submissions will be reviewed. LEAs will receive written notification of SPPI noncompliance in October.





# Clarification Submission Procedures





# Uploading Clarification Requirements in Ascend

- Select 2025-2026 School Year
- Access the Dashboard
- Scroll to the bottom
- In the File Transfer section click on Upload Document
- Select your LEA using the drop-down
- Select Document Type “SPED Supporting Documentation”
- Select Add Documents choose the file that is to be uploaded

**FILE TRANSFER** Close Upload Form


Select an LEA  
No LEA assigned (NP/RF ONLY) ▾

Select Document Type  
▾  
BE-ESL and OSP Supporting Documentation  
BE-ESL Supporting Documentation  
Dyslexia  
OSP Self-Assessment  
OSP Supporting Documentation  
**SPED Supporting Documentation**

**Add Documents**

**FILE TRANSFER** Upload Documents

**REGION 00** [DOWNLOAD REGION ZIP FILE](#)

 [2023 SPP 11 Clarifications\\_Procedures.docx](#) JUL 6, 2023  
SUPPORTING DOCUMENTATION



# SPPI Clarification Required Naming Conventions

Required Evidence	Naming Convention
Revised Procedures	2025 SPPI 11 Clarifications_Procedures 2025 SPPI 12 Clarifications_Procedures 2025 SPPI 13 Clarifications_Procedures
Training Artifacts	2025 SPPI 11 Clarifications_Training 2025 SPPI 12 Clarifications_Training 2025 SPPI 13 Clarifications_Training
Self-Monitoring Plan	2025 SPPI 11 Clarifications_Self Monitoring 2025 SPPI 12 Clarifications_Self Monitoring 2025 SPPI 13 Clarifications_Self Monitoring
Clarification Attestation	2025 SPPI 11 Clarifications_Attestation 2025 SPPI 12 Clarifications_Attestation 2025 SPPI 13 Clarifications_Attestation
Calendars for 2023-2024 and 2024-2025 school year (noting any unexpected school closures)	2025 SPPI 11 Clarifications_School Calendar 2025 SPPI 12 Clarifications_School Calendar 2025 SPPI 13 Clarifications_School Calendar
SPPI Evidence of Student Level Correction Workbook	2025 Clarifications_SPPI Verification Workbook



# Submissions: What to Expect

- Once the LEA has submitted clarification requirements via ASCEND, the TEA contact will communicate receipt of the submissions.
- If additional clarification information is needed, the TEA contact will communicate with the LEA.
- Successful completion of the clarification process requires all requested submissions be uploaded into Ascend during the submission window, **September 16th- September 30th**.



\*Submissions received after COB on 9/30/2025 will NOT be reviewed.

Notifications of Noncompliance, if applicable, will be disseminated in October 2025.



## Next Steps For the LEA Electing Not To Participate In Clarifications



# Nonparticipation in Clarification Process

- Participation in the clarification process is optional.
- The LEA should complete the steps below to **opt out** of the clarification process:
  1. Review the data entered as completed/certified during the SPPI data entry periods
  2. Verify that the compliance determination for each indicator is accurate and aligns with LEA data
  3. Complete the participation form in the SPPI Clarification Participation email indicating your LEA has elected not to participate in the clarification process by close of business on 9/18/2025.

TEA will make compliance findings based on the data available in the ASCEND database at the close of the clarification application window.

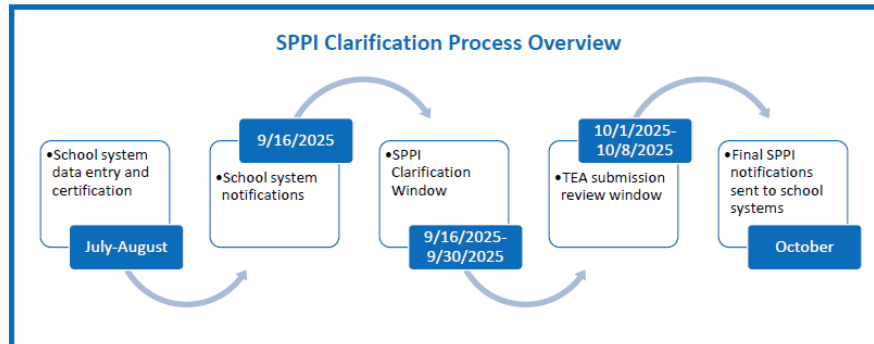
# Appendix

# SPPI Clarification Resources: Overview of Process



## State Performance Plan Indicator (SPPI) Clarification Process

All eligible local education agencies (LEAs) that certify below 100% may participate in the State Performance Plan Indicator (SPPI) Clarification Process with the Texas Education Agency (TEA).



**Every Clarifying School System MUST Submit:**

- Procedures**
- Training Evidence**
- Self-Monitoring Plan**
- SPPI Verification of Child Specific Corrections & Attestation of Compliance**
- 2023-2024 and 2024-2025 School Calendar**

For questions about the **SPPI clarifications process**, please contact the Division of Monitoring, Review, and Support by email at [ReviewandSupport@tea.texas.gov](mailto:ReviewandSupport@tea.texas.gov).

For questions about the **TSDS Child Find collection (SPPI-11a, SPPI 11b, and SPPI-12)**, please contact your respective **ESC TSDS Child Find Champion or TSDS Technical Champion (ESC 1-10 or 11-20)**. Support can also be obtained from the Texas Education Agency (TEA) by submitting a TSDS Incident Management System (TIMS) ticket within the TSDS Portal.

For questions about the **SPPI-13 data collection in TEAL**, please contact your respective **ESC** or email [spp@tea.texas.gov](mailto:spp@tea.texas.gov).



You can find these resources at the bottom of the TEA Differentiated Monitoring and Support website: [Differentiated Monitoring and Support \(DMS\) | Texas Education Agency](#)

# State Performance Plan Indicator Verification Workbook



This resource is available in Ascend on the LEA dashboard under “Resource Requirements”.



The LEA will need to download the workbook, fill out the relevant tabs and then upload into the File Transfer window on the LEA’s dashboard. This is not a live document, so the LEA needs to be sure they save their work before uploading.

## RESOURCE REQUIREMENTS

### State Performance Plan (SPP) Evidence of Student Corrections Workbook DL

To support LEAs in verifying the correction of State Performance Plan (SPP) Indicators 11, 12, and/or 13.

[SPP Evidence of Student Level Correction Verification Workbook.xlsx](#)

### State Performance Plan (SPP) Clarification Attestation DL

[SPP Clarification Attestation v.2.pdf](#)

## FILE TRANSFER

Upload Documents



# Requesting access in Ascend

- Ascend Texas is an application available through the Texas Education Agency Login (TEAL) to assist LEAs with the collection and management of data while engaging in required activities with the Differentiated Monitoring and Support (DMS) system.
- To access step-by-step directions on gaining access to the Ascend application in TEAL please use the following link [Ascend Texas Application Guidance](#)



**ASCEND**

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T E X A S

# SPPI 11a, 11b, 12 & 13 Clarification Resources

## State Performance Plan Indicator (SPPI) Clarification Process

### STATE PERFORMANCE PLAN INDICATORS 11A, 11B, 12, AND 13

LEAs (Local Educational Agencies) must provide valid, timely, and reliable data reflecting the measurement for each SPPI. TEA (Texas Education Agency) considers data certified and submitted by LEAs to be final and uses the LEA's performance on the indicators in the annual determinations analysis. Any issues related to the submission of inaccurate data, or the non-submission of data are addressed by the Division of Special Education and the Department of Review and Support.

### CLARIFICATIONS

The SPPI Clarification period allows LEAs an opportunity to submit pre-finding corrections before findings are issued by the TEA for SPPI 11a (Timely Initial Evaluations), SPPI 11b (Eligibility Determination), SPPI 12 (Early Childhood Transition), or SPPI 13 (Secondary Transition) with less than 100% compliance. Unclassified SPPI 11a, 11b, 12, or 13 noncompliance will result in a corrective action plan (CAP).

Pre-finding correction may occur during the clarification process when the LEA has violated an IDEA (Individuals with Disabilities Education Act) requirement, but the TEA has not yet issued a finding. If the TEA can verify before issuing a finding that an LEA:

- is correctly implementing the specific regulatory requirements (i.e., achieved 100 percent compliance with the relevant IDEA requirements) based on a review of updated data such as data subsequently collected through monitoring (evidence of policies and procedures, training, and self-monitoring).
- if applicable, has corrected each individual case of child-specific noncompliance, unless the child is no longer within the jurisdiction of the LEA; and
- has no existing corrective action under a TEA complaint or due process hearing decision for the child (child-specific compliance); then this would be considered "pre-finding correction." (OSEP 23-01, B-11)

LEAs are not required to participate in clarifications.

The following three sections will assist LEAs in determining if their data supports participation in the clarification process for SPP 11a, 11b, 12, and 13.

Step by Step Guidance on how and what to submit to TEA through the Ascend Texas application in TEAL.

## SPPI Clarification Resources:

The following resources provide guidance for the SPPI data collection and measurement requirements:

- [State Performance Plan Indicators](#)
- [TEA SPPI 11 Timely Initial Evaluation and Eligibility Determination](#)
- [TEA SPPI 12 Early Childhood Transition](#)
- [TEA SPPI 13 Secondary Transition](#)

## Contact:

- For questions about the SPPI clarification process, please contact the Division of Review and Support by email at [ReviewandSupport@tea.texas.gov](mailto:ReviewandSupport@tea.texas.gov).
- For questions about the [TSDS Child Find collection \(SPPI-11a & 11b and SPPI-12\)](#), please contact your respective ESC TSDS Child Find Champion or TSDS Technical Champion ([ESC 1-10](#) or [11-20](#)). Support can also be obtained from the Texas Education Agency (TEA) by submitting a TSDS Incident Management System (TIMS) ticket within the TSDS Portal.
- For questions about the SPPI-13 data collection in TEAL, please contact your respective ESC or email [spp@tea.texas.gov](mailto:spp@tea.texas.gov).



# SPPI Clarification Process Contacts

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# Thank You!

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