| DATE: | July 8, 2021 |
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| SUBJECT: | Child Find (SPPI-11 & SPPI-12) in the Texas Student Data System |
| CATEGORY: | Child Find Update |
| NEXT STEPS: | Share with appropriate local education agency (LEA) and education service center (ESC) staff |

The Texas Student Data System (TSDS) will now include the Child Find (CF) collection. Child Find consists of State Performance Plan Indicators 11 (SPPI-11) and 12 (SPPI-12). This change improves data quality through the collection of student level data while streamlining the data collection process and reducing the duplicative reporting burden placed on local education agencies (LEAs). The Child Find collection for the school year **(SY) 2021-2022** will open for LEAs to begin promoting data on **September 13, 2021** and will close on **July 28, 2022**.

Both SPPI-11 and SPPI-12 data are currently collected in aggregate form at the LEA level using the SPP application through the Texas Education Agency Login (TEAL). The last data collection year for using the TEAL SPP application for SPPI-11 and SPPI-12 will be SY 2020-2021. The due date is August 13, 2021. Beginning in the SY 2021-2022, SPPI-11 and SPPI-12 data collection will transition to the newly developed Child Find collection in the TSDS.

The new Child Find data collection will include student-level rather than district-level data submitted by LEAs for SPPI-11 and SPPI-12. Both indicators share common data elements. SPPI-11 (Timely Initial Evaluation) refers to compliance with the state-established timeframes (19 TAC §89.1011) for evaluating children, ages 3-21, for special education under Part B of the Individuals with Disabilities Education Act (IDEA). SPPI-12 (Early Childhood Transition) refers to compliance for children referred from Part C of IDEA before age 3, found eligible for Part B, and have an individualized education program (IEP) developed and implemented by their third birthday to receive early childhood special education (ECSE) services. LEAs will submit student-level data for children who had an eligibility determination (ED) date during the annual data collection period from **July 1, 2021** to **June 30, 2022**. This period refers to the children who should be included in the annual Child Find collection; it does not refer to the TSDS data submission schedule (see *Data Collection Process*).

SPPI-11 and SPPI-12 are compliance indicators used for meeting federal public reporting requirements for the State Performance Plan/Annual Performance Report (SPP/APR). They are also part of the federally required elements (FREs) used along with the results-driven accountability (RDA) indicators for making annual LEA special education determinations (34 CFR §300.600(a)(2)). LEA special education program staff are ultimately responsible for Child Find data. Special education leadership should coordinate with their LEA TSDS data steward to ensure timely and accurate data submission. A failure to adhere to the child-specific timeframe requirements for SPPI-11 or SPPI-12 will require corrective actions to address non-compliance per the Office of Special Education Programs (OSEP) (Memo 09-02).

The information below is designed to assist LEAs in the Child Find data submission process.

**Request Roles for Submitting Data**

The following TSDS Portal user roles will be used for the Child Find collection. The roles allow users to load data, promote and validate data, complete data, and view data. There is also a role for submitting tickets to the help desk. The same person may have multiple roles. When a Core user role is being requested, the user must also select the "Child Find Access" privilege to access Child Find. The user roles include:

- The person designated to load data for Child Find will request the Operational Data Store (ODS) Data Loader role.

- The person designated to promote and validate Child Find data will request the Core LEA Data Promoter role.

- The person designated to complete Child Find data will request the Core LEA Data Completer role.

- The person designated to view Child Find reports will request the Core LEA Data Viewer role.

- The person designated to request an extension to the due date for Child Find will request the Core LEA Data Approver role.

- The regional Education Service Center (ESC) person designated to monitor or view LEA Child Find data will request the Core ESC Data Viewer role.

- The person designated to submit help desk tickets for Child Find through the TSDS Incident Management System (TIMS) will request the TIMS L1 Support role.

User roles can be requested via the secure portal in TEAL (https://pryor.tea.state.tx.us/).

**NOTE:** A TEAL account that is not linked to an application will be suspended after 90 days of inactivity.

**Data Collection Process**

Child Find includes children who had an ED completed during the data collection period from **July 1, 2021** to **June 30, 2022** for the **SY 2021-2022** (and every subsequent data collection period thereafter). The process for LEAs submitting student level data involves the following:

1. Download the Validation Tool from the TSDS Portal to validate the extracted Texas Education Data Standards (TEDS) Compliant extensible markup language (XML) data for Child Find.

2. ODS Data Loader: Upload Child Find data via the Data Transmission Utility (DTU) or manually by logging in to the TSDS Portal beginning **August 2, 2021**.

3. Core Data Promoter Role: Promote and validate Child Find data beginning **September 13, 2021**.

4. Core Data Completer Role: Once Child Find data have been submitted and verified, the data are ready for completion beginning **June 6, 2022**.

5. The Child Find data collection for the SY 2021-2022 closes on **July 28, 2022**.

LEAs should contact their ESC or certified vendor for training/support. Certified staff will have completed TSDS training to support the Child Find data collection process.

**Resources**

- Texas Education Data Standards (TSDS) data elements and reporting requirements for Child Find: https://tealprod.tea.state.tx.us/TWEDS/89/417/701/0/Introduction/List/637

- TSDS Training and Support for Child Find

  - ESC TSDS Child Find Champions: http://www.texasstudentdatasystem.org/TSDS/About/Deployment/Deployment/ESC_TSDS_Champions_1-11/
  - Certified ESCs and Vendors: http://www.texasstudentdatasystem.org/TSDS/About/Training_and_Support/TSDS_Training___Support_Certified_Vendors___ESCs/

- Office of Special Education Programs (OSEP) Part B SPP/APR Measurement Table (OMB NO: 1820-0624): https://sites.ed.gov/idea/grantees/#SPP-APR,FFY20-25-SPP-APR-Package

- TEA Child Find Measurement Guidance

  - SPPI-11: https://tea.texas.gov/academics/special-student-populations/review-and-support/timely-initial-evaluation-child-find
  - SPPI-12: https://tea.texas.gov/academics/special-student-populations/review-and-support/early-childhood-transition

- TEA Special Education Technical Assistance (TA): https://tea.texas.gov/texassped

- TEA Child Find, Evaluation, and ARD Supports Network: https://childfindtx.tea.texas.gov/contactus.html

- TEA Student-Centered Transitions Network (SCTN): https://www.texastransition.org/page/transition.kinder-readiness

  - https://www.texastransition.org/upload/page/0247/docs/SCTNEarlyTransitionsGuide508.pdf

- Early Transition Memorandum of Understanding (MOU): https://tea.texas.gov/sites/default/files/TEA%20%20HHSC%20ECI%20-%20MOU.pdf

If you have measurement or program reporting questions about the Child Find collection, please contact the Division of Special Education Program Reporting (SPEDPR) project lead, Dr. Zane Wubbena, at spp@tea.texas.gov. Technical questions for Child Find should be submitted via the TSDS Incident Management System (TIMS) available within the TSDS Portal or by emailing TSDSCustomerSupport@tea.texas.gov.