Local Education Agencies (LEAs) must provide valid and reliable data for the measurement of State Performance Plan Indicator 7 (SPP7). This requirement is a factor in the annual LEA determination processes and in the annual federal determination process for the State of Texas.

When an LEA certifies data in the SPP7 data collection system, the LEA is assuring the State of Texas they “understand and agree that submission of this information constitutes certification that this data are accurate and meets the reporting requirements outlined by the Texas Education Agency Division of Special Education Program Reporting.”

Data Integrity Checklist

Use the below checklist prior to data certification:

- Did you follow the data collection requirements outlined in the instructions?
- Did you read the SPP 7 guidance documents (i.e., Instructions for Entering Data, SPP 7 FAQ, and the SPP 7 Guidance on Entry and Exit Data Collection and Submission)?
- Did all appropriate staff receive data entry and data certification training?
- Were Entry and Exit Child Outcome Summary Forms (COSFs) completed for all students receiving services in the Early Childhood Special Education (ECSE) program and who meet the data collection criteria for the current school year?
- Are you able to account for missing data?
- Were multiple sources of information considered when completing the COSFs?
- Is the data representative of all children served in the LEA’s program (representative of the full range of children in the program)?
- Did you review the previous year’s submission to determine whether or not the current year’s data submission was consistent? If not, do you have an explanation?

Technical Assistance

When in doubt, read the instructions, consult the FAQ document on the General Information – SPP Indicator 7 website, or contact your Education Service Center (ESC) prior to certifying the integrity of your data.

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1 LEA = district and charter schools