

TSDS Child Find: Parental Consent Date Guidance Updated: 07/18/2022

This guidance document clarifies data collection and submission requirements for the parental consent date reported in the Texas Student Data System (TSDS) Child Find collection for State Performance Plan (SPP) indicators 11 and 12. The [PARENTAL-CONSENT-DATE E1714](#) data element **represents the first instructional day after the local educational agency (LEA) received signed, written consent from the child's parent** (unless a [reporting exception](#) applies). This date is day one of the required SPPI-11 timeframe.

1. Legal Requirement

LEAs must obtain informed consent from a child's parent to conduct an initial evaluation for special education:

- [34 CFR § 300.9\(b\)](#) "The parent understands and agrees in writing to the carrying out of the activity for which his or her consent is sought ..."
- [34 CFR § 300.300\(a\)](#) Parental consent for initial evaluation. "(1)(i) The public agency proposing to conduct an initial evaluation to determine if a child qualifies as a child with a disability under § 300.8 must ... obtain informed consent ... from the parent of the child before conducting the evaluation."
- [19 TAC § 89.1011\(c\)](#) "[A] written report of a full individual and initial evaluation of a student must be completed as follows: (1) not later than the 45th school day following the date on which the school district receives written consent for the evaluation from the student's parent ..." (for exceptions to the 45 instructional day timeframe, see 19 TAC §§ 89.1011(c)([1](#)) and ([e](#))).

2. Data Element Definition

The following definition for the PARENTAL-CONSENT-DATE E1714 data element is stated in the [TSDS Web-Enabled Data Standards \(TWEDS\)](#):

- ***PARENTAL-CONSENT-DATE indicates the month, day, and year of the first instructional day following the date on which the local educational agency (LEA) received written consent for the full individual and initial evaluation (FIE) from the student's parent.***

The data type is a date value following the pattern: yyyy-mm-dd pattern (e.g., 2022-07-26).

However, the PARENTAL-CONSENT-DATE entered for the Child Find collection is different from two other dates:

- The date *when the parent signed written consent for the FIE.*
- The date *when the LEA received signed, written consent from the child's parent.*

The ***date the LEA received parental consent*** may occur on or after the ***date the parent signed consent***. Per 19 TAC § 89.1011(c)(1), LEAs must use the date the LEA received parental consent to identify the next instructional day and then enter this date as the PARENTAL-CONSENT-DATE E1714 unless a reporting exception applies. The reporting exceptions are described in section [4. Parental Consent Date Reporting Exception](#).

TEA recommends that LEAs maintain a local documentation system to record all three dates.

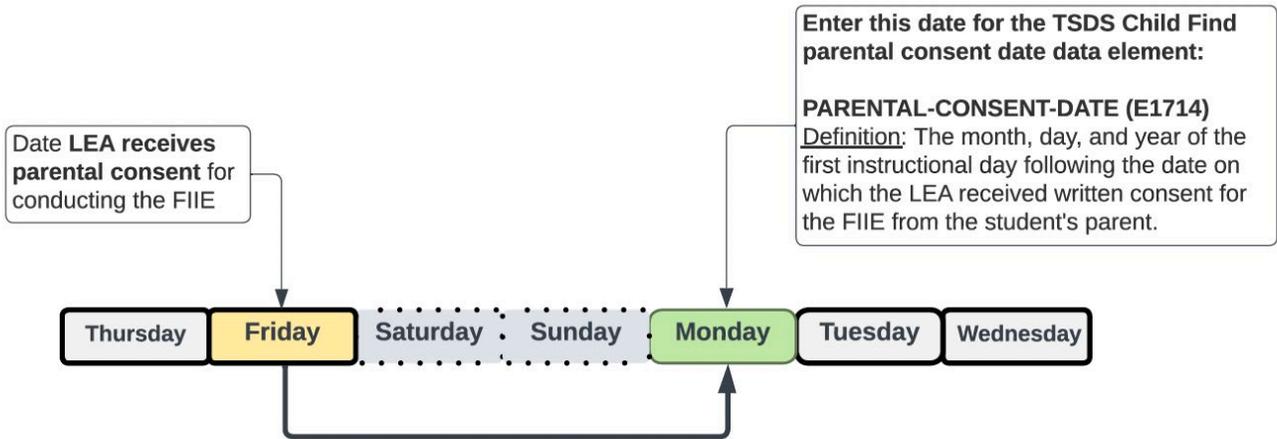
3. Data Collection and Reporting

LEAs are required to collect and report the [PARENTAL-CONSENT-DATE \(E1714\)](#) for the TSDS Child Find collection. This date establishes the start of the required timeframe and is used (along with other data elements) to calculate student level compliance for SPPI-11 (for exceptions, see 19 TAC §§ 89.1011(c)([1](#)) and ([e](#))).

The following three examples illustrate the PARENTAL-CONSENT-DATE that should be reported depending on when the LEA received signed, written consent from the child's parent.

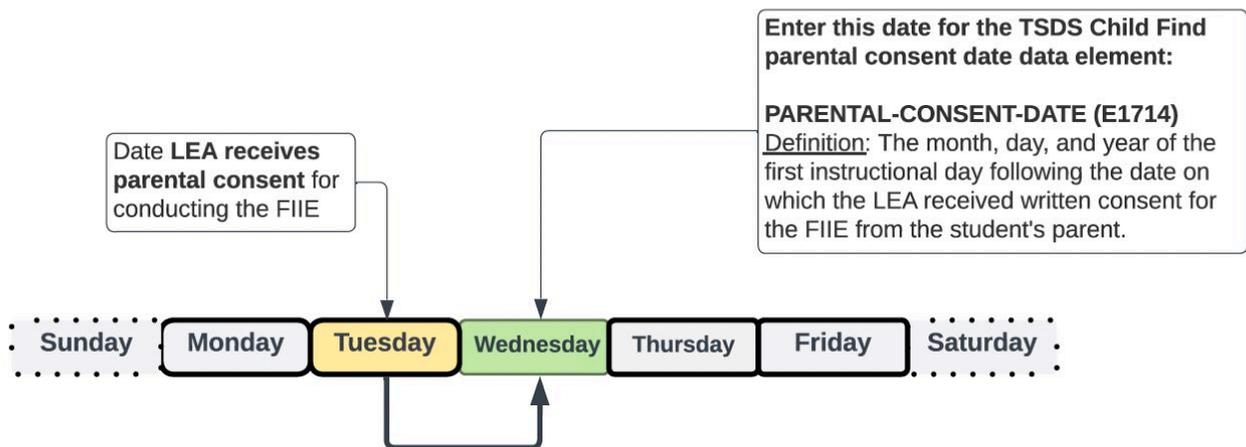
3.1 Example

The first example illustrates an LEA that received parental consent on Friday prior to the weekend. The parent could have signed and dated the consent on or before the date the LEA received consent. Based on the date the LEA received parental consent, the PARENTAL-CONSENT-DATE E1714 reported by the LEA to TSDS should be the following Monday (i.e., the first instructional day after the LEA received parental consent).



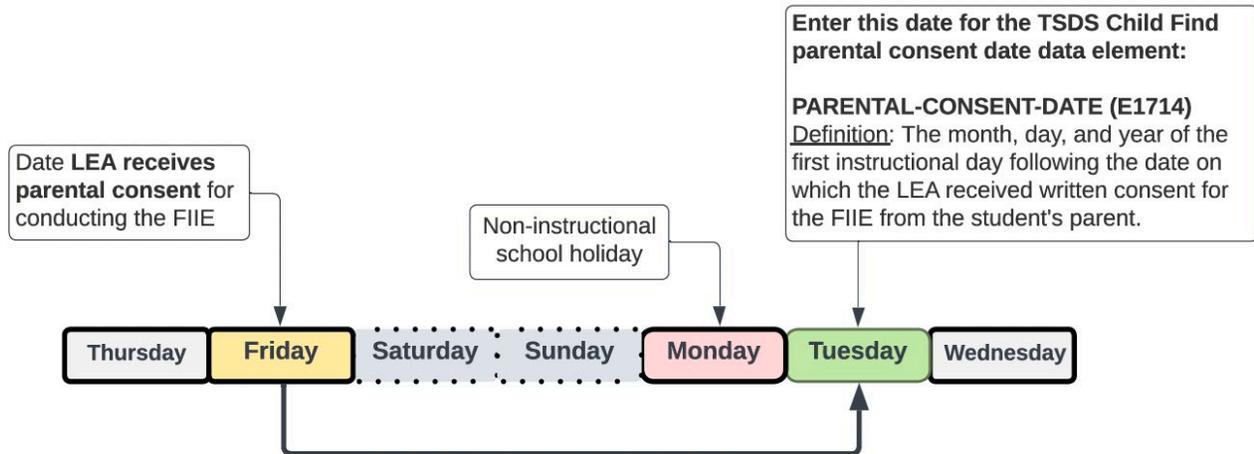
3.2 Example

The second example illustrates an LEA that received parental consent on Tuesday during the regular school week. The parent could have signed and dated the consent on or before the date the LEA received consent. Based on the date the LEA received parental consent, the PARENTAL-CONSENT-DATE E1714 reported by the LEA to TSDS should be Wednesday (i.e., the first instructional day after the LEA received consent).



3.3 Example

The third example illustrates an LEA that received parental consent on Friday prior to the weekend and before a weekday holiday like Labor Day. The parent could have signed and dated the consent on or before the date the LEA received consent. Based on the date the LEA received parental consent, the PARENTAL-CONSENT-DATE E1714 reported by the LEA to TSDS should be Tuesday—the first instructional day following the weekend and weekday holiday (i.e., the first instructional day after the LEA received consent).



4. Parental Consent Date Reporting Exception (New section added 07/18/2022)

An exception to the normal reporting of the PARENTAL-CONSENT-DATE E1714 occurs when two criteria are met pertaining to both the date when the LEA received parental consent and the date when the FIEE was completed:

1. LEA receives parental consent on the last instructional day of the school year before the summer **OR** during the summer and prior to the first instructional day of the next school year **AND**
2. LEA completes the FIEE (i.e., INITIAL-EVALUATION-DATE E1715) during the summer and prior to the first instructional day of the next school year.

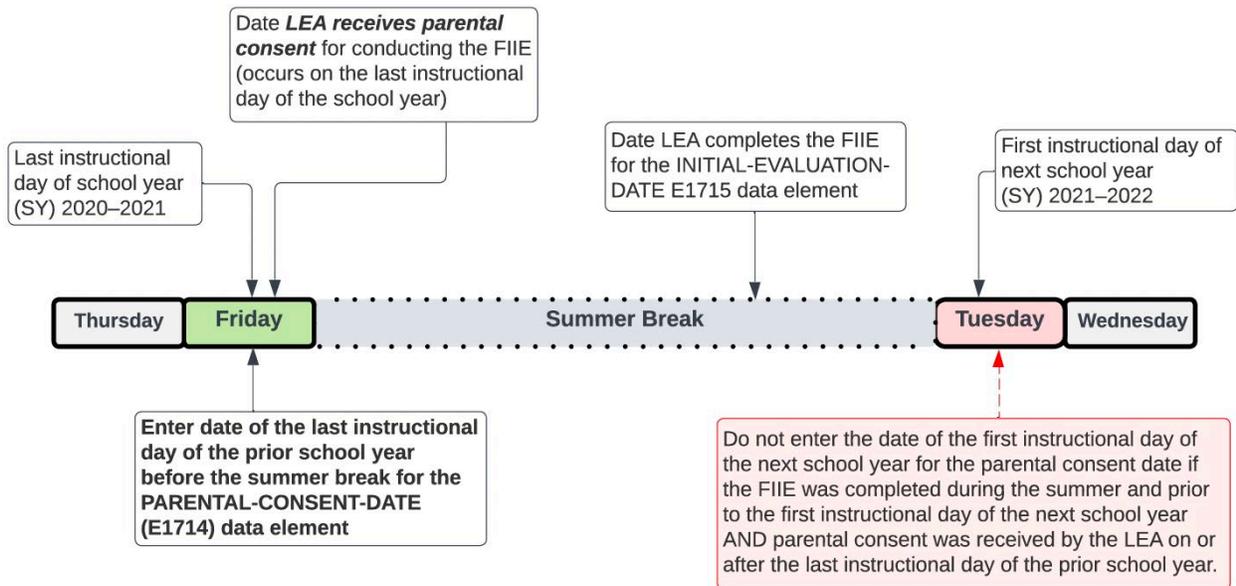
If an LEA does not report the last instructional day before the summer for the PARENTAL-CONSENT-DATE E1714 when these two criteria are met, then PARENTAL-CONSENT-DATE defaults to the first instructional day of the next school year and the LEA will receive a data validation error because the PARENTAL-CONSENT-DATE reported in TSDS occurs after the INITIAL-EVALUATION-DATE E1715. This violates the following business rule [#41163-0079](#): The INITIAL-EVALUATION-DATE must not be before the PARENTAL-CONSENT-DATE.

Reporting the PARENTAL-CONSENT-DATE E1714 as the last instructional day before the summer break ensures the INITIAL-EVALUATION-DATE E1715 occurs after the PARENTAL-CONSENT-DATE E1714.

In addition to maintaining a local documentation system to record dates associated with when the parent signed consent, when the LEA received consent, and the first instructional day after the LEA received consent, the TEA recommends that LEAs also document the dates when the parental consent reporting exception applies.

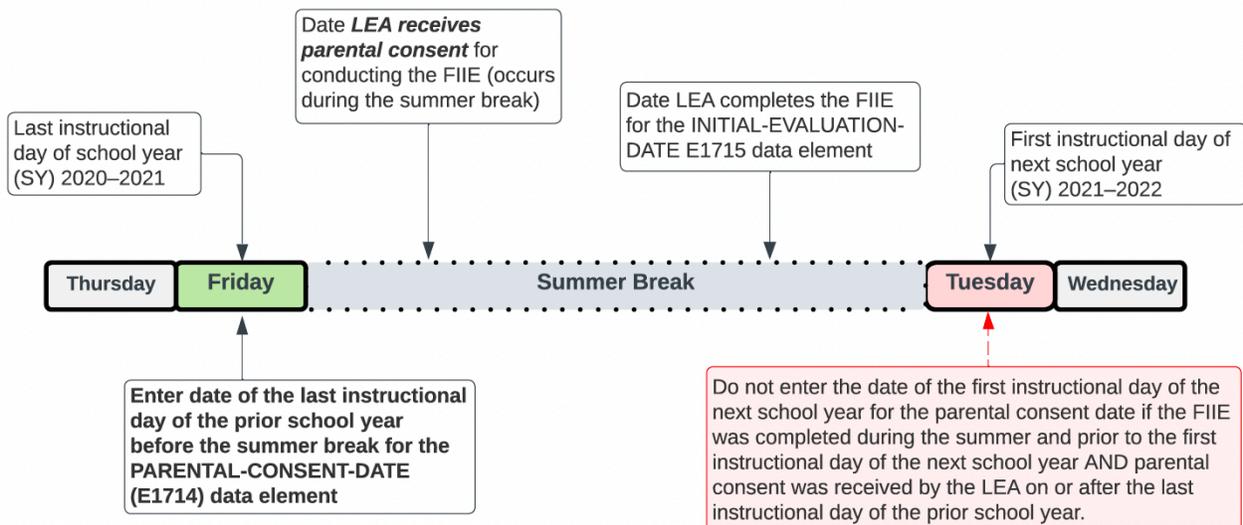
4.1 Example

The first example illustrates an LEA that received parental consent on the last instructional day of the school year before the summer break and the FIIIE was completed during the summer and prior to the start of the next school year. Under normal circumstances, the PARENTAL-CONSENT-DATE E1714 would be reported as the first instructional day of the next school year. However, because the FIIIE was completed during the summer, the PARENTAL-CONSENT-DATE E1714 reported should be the last instructional day of the prior school year.



4.2 Example

The second example illustrates an LEA that received parental consent and completed the FIIIE during the summer break and prior to the start of the next school year. Under normal circumstances, the PARENTAL-CONSENT-DATE E1714 would be reported as the first instructional day of the next school year. However, because the LEA received parental consent during the summer and the FIIIE was also completed during the summer, the PARENTAL-CONSENT-DATE E1714 reported should be the last instructional day of the prior school year.



Business Rules

The following rules apply when reporting PARENTAL-CONSENT-DATE E1714:

- [Business Context Rule #41163-0079](#): The INITIAL-EVALUATION-DATE must not be before the PARENTAL-CONSENT-DATE. For students reported for the Child Find collection, the TX-InitialEvaluationDate must not be before the TX-ParentalConsentDate.
- [Business Context Rule #41163-0080](#): The SPED-ELIGIBILITY-DETERMINATION-DATE must not be before the INITIAL-EVALUATION-DATE. For students reported for the Child Find collection, for students reported for the Child Find collection, the TX-SPEDEligibilityDeterminationDate must not be before the TX-InitialEvaluationDate.

Resources

- [TAA Child Find \(SPPI-11 & SPPI-12\) Submission Deadline for School Year 2021–2022 in the Texas Student Data System \(June 02, 2022\)](#)
- [TAA Child Find \(SPPI-11 & SPPI-12\) Eligibility Determination Delay Reason in the Texas Student Data System \(March 31, 2022\)](#)
- [TAA Child Find \(SPPI-11 & SPPI-12\) in the Texas Student Data System \(July 08, 2021\)](#)
- [Child Find, Evaluation, and ARD Supports Network: Informed Consent for Evaluation and Services](#)
 - [FIIE Timeline](#)
- [TEA SPPI-11: Timely Initial Evaluation Webpage](#)
- [TEA SPPI-12: Early Childhood Transition Webpage](#)
- [TSDS Web-Enabled Data Standards \(TWEDS\): Child Find Collection](#)
- [OMB NO: 1820-0624 Part-B SPP/APR Measurement Table](#)

Contact

LEAs and education service centers (ESCs) should submit a ticket for technical and student data related questions using the TSDS Incident Management System (TIMS) available within the TSDS Portal. Measurement and program related questions should be submitted by email to the Division of Special Education Program, Policy, Engagement, and Reporting (SEPPER) data manager, Dr. Zane Wubbena, at spp@tea.texas.gov.