



**Texas Education Agency (TEA)  
Information Task Force (ITF)  
December 08, 2020**

Zoom  
**10:00 a.m. – 2:00 p.m.**

**Meeting Minutes**

**Call Meeting to Order**

**Nancy Dunnam, ITF Chair**

Nancy Dunnam called the ITF meeting to order at 10:00 a.m.  
Roll call of the ITF members was taken by Stephanie Sharp.

**ITF Members Present:**

Nancy Dunnam, David McKamie, David Taylor, Dianne Borreson, Dana Braun, Jennifer Carver, Keitha Ivey, Sandra Kratz, Catherine Bray, Pablo Martinez, John Newcom, Scott Lewis, Traci Pesina, Joel Garcia, Linda Roska, Nina Taylor, David Marx, Linda Raney, Yolanda Walker, Shawna Ohnesorge, Kim O'Leary, Debby Wilburn, D'Lynne Johnson, Cindy Hodges, Irma Hasnain.

**TEA Staff Present:**

Terri Hanson (ITS-BMD), Leanne Simons (ITS-BMD), Jamie Muffoletto (ITS-BMD), Leticia Ollervidez (ITS-BMD), Stephanie Sharp (ITS-BMD), Jeanine Helms (ITS-BMD), Candice DeSantis (ITS-BMD), Scott Johnson (ITS-BMD), Deborah DeBerry (ITS-BMD), Shabana Momin (ITS-BMD), Wayne Curry (ITS-BMD), Connor Briggs (ITS-BMD), Kathy Adaky (ITS-BMD), Grace Wu (Educator Support), Zane Wubbena (Special Populations and Monitoring), Lyra Swinney (Educator Support), Tammy Percy (Federal and State Reporting).

**Approve Meeting Minutes from September 15, 2020 ITF Meeting    Action Item**

Nancy Dunnam called for a motion to approve the meeting minutes from the September 15, 2020 ITF meeting.

Dianne Borreson made a motion to approve the minutes.  
Jennifer Carver seconded the motion.

**Vote:** Passed

Leanne Simons made an announcement requesting that ITF Meeting invitations not be forwarded to non-ITF committee members. Leanne asked the ITF members to email her or Jamie Muffoletto if they would like to include any additional individuals in the ITF meetings.

## **1. Residential Facility Tracker Submission Due Date Change    Action Item**

Local Education Agencies (LEAs) serving students with disabilities who reside in Residential Facilities (RF) located within the LEAs' geographic boundaries and/or jurisdictions use the RF Tracker system in order to gain compliance with TAC §97.1072. The due date for the first RF tracker collection was July 30, 2020.

AskTED houses the organization information used by the RF tracker collection. Due to the AskTED year-end rollover that occurs the last week of July, it is requested that beginning with the 2020-2021 school year, the RF Tracker submission due date be moved to a different week. This new due date will allow for submission close, extension exceptions and quality assurance (QA) completion before the AskTED rollover event.

The Texas Education Agency (TEA) is proposing to move the RF Tracker Collection due date to the fourth week of June. For the 2020-2021 RF Tracker Collection the due date would be June 24, 2021 rather than July 29, 2021. This new due date is the same as the Special Education Language Acquisition and Early Childhood Data System Pre-Kindergarten collection due dates.

### **Presentation:**

Jamie Muffoletto presented the proposal which includes:

1. Change RF Tracker Submission Due Date
  - a) Change due date to June 24, 2021

### **ITF Discussion:**

ITF Chair, Nancy Dunnam, called for questions or comments. Traci Pesina, Linda Raney, Irma Hasnain and Sandra Kratz voiced concerns that by moving this collection, there will now be three collections due on the same day, the week after the PEIMS Summer Submission closes.

Leanne Simons acknowledged the ITF members concerns and clarified that the reason we have to move the date is due to end-of-year processing that occurs in the last week of July for AskTED. The AskTED application houses data used by the RF Tracker collection, and when a facility does not submit data, they may be deactivated in AskTED during the end-of-year processing. Leanne further added that the Research and Analysis Division, who manages the AskTED database, requested this change in order to allow the submission to be closed, extensions granted, and quality assurance completed before the end-of-year processing. Leanne stated that TEA is open to pushing the due date to the first week of July,

but wanted to point out that if we do, the first week of July includes the 4<sup>th</sup> of July holiday. Some school districts are closed and program staff may not be as readily available. Leanne also wanted to remind the ITF committee that the RF Tracker due date is only the latest date that the data must be submitted to TEA. RF Tracker was developed to have data submitted throughout the year.

Leanne asked the ITF committee for date recommendations. Traci thanked Leanne and suggested a mid-July due date. Leanne responded that there would not be a lot of wiggle room in this proposed timeline.

Leanne added that historically when RF Tracker was reported via the legacy system, the due date was June 1<sup>st</sup>. When the collection was moved to the Texas Student Data System (TSDS), TEA was able to offer more flexibility in the due date and it was set for the last week of July. Since then, it was requested that the due date be moved to account for the AskTED end-of-year processing. TEA will get with the program areas and provide a new date to ITF if approved by the program area.

Nancy asked if the ITF Committee could approve the change via email if the program areas approved a mid-July due date. Leanne agreed an approval could be handled through email, or at the January ITF meeting.

Linda Raney asked if the original due date June 1<sup>st</sup> was a possibility since this would be prior to the PEIMS Summer Submission. Nancy mentioned Region 18 only has two RF Tracker districts and thinks that June 1<sup>st</sup> could be best, from a district perspective.

Leanne introduced Tammy Percy and asked her to speak to the June 1<sup>st</sup> due date. Tammy confirmed June 1<sup>st</sup> was the due date for RF Tracker in the legacy system. She added that the problem was that district calendars can extend into June and students can continue to move in and out of facilities on or after June 1<sup>st</sup>. Tammy stated the issue with the current July due date is that the RF Tracker data needs to be submitted prior to end-of-year processing, with time to allow for resolving duplicate entries or data cleanup for the organizations in AskTED.

Nancy asked about the suggested mid-July due date. Tammy responded that by only having two weeks prior to the AskTED end-of-year processing it would put their team on a very tight timeline. Tammy is also unsure if AskTED could move the end-of-year processing. Kathy Adaky added that if TEA moves the RF Tracker collection due date to mid-July, it would be harder for a district to get approved for an extension due to the timeframe of the due date and end-of-year processing.

Nancy asked TEA to review other potential dates. Leanne agreed TEA will review with the program areas and also provide a list of pros and cons for each of the proposed dates.

**ITF Action:**

No vote was taken due to the follow up required.

**Vote:** N/A

## **2. Special Education Language Acquisition Changes      Action Item**

House Bill (HB) 548, passed in the 86th Legislative Session, amended Subchapter I, Chapter 29, Education Code by adding Section 29.316. This section requires the commissioner of the Texas Education Agency (TEA) and the executive commissioner of the Health and Human Services Commission (HHSC) to ensure that the language acquisition of each child eight years of age or younger who is deaf or hard of hearing is regularly assessed using a tool or assessment.

The Special Education Language Acquisition (SELA) data is reported through TSDS each year no later than the fourth Thursday in June. The Special Education program staff have requested changes in order to only collect the necessary information and not require Local Education Agencies (LEAs) to report additional data when a student is not receiving services.

Beginning with the 2021-2022 school year, TEA is proposing changes to data elements FREQUENCY-OF-SERIVCES (E1663) and HOURS-SPENT-RECEIVING-SERVICES (E1664) from “Conditionally Mandatory for Collection/Submission” to “Optional for Collection/Submission” in the StudentSpecialEdProgramAssociationExtension complex type. This will no longer require an LEA to report the elements for students that do not receive services.

TEA is also proposing changes to code tables LANGUAGE-ACQUISITION-SERVICES-PROVIDED-CODE (DC156) and HOURS-SPENT-SERVICES-CODE (DC158).

Additionally, TEA is proposing the addition of a new element ELIGIBILITY-DATE (E17XX) in the Disability sub-complex type within the StudentExtension complex type.

All necessary reports will be updated to reflect changes. Finally, rules will be added, revised, and deleted in order to ensure high quality data is collected.

### **Presentation:**

Jamie Muffoletto presented the proposal which includes:

1. Change data elements FREQUENCY-OF-SERVICES (E1663) and HOURS-SPENT-RECEIVING-SERVICES (E1664) from “Conditionally Mandatory for Collection/Submission” to “Optional for Collection/Submission” in StudentSpecialEdProgramAssociationExtension.
  - a. Update Data Element Reporting Requirements for StudentSpecialEdProgramAssociationExtension
2. Update special instructions for data elements FREQUENCY-OF-SERVICES (E1663) and HOURS-SPENT-RECEIVING-SERVICES (E1664).
3. Update SELA collection code tables:

- a. Remove code “Consultative” (Code 03) and change “Indirect” (Code 02) to “Indirect/Consultative” (Code 02) in LANGUAGE-ACQUISITION-SERVICES-PROVIDED-CODE table (DC156).
- b. Remove code “None” (Code 00) from FREQUENCY-OF-SERVICES-CODE table (DC157).
- c. Remove code “0 Hours” (Code 00) from HOURS-SPENT-SERVICES-CODE table (DC158).

4. Update data element and add new data element in StudentExtension complex type:

- a. Update EFFECTIVE-DATE (E1632) from “Optional for Collection/Submission” to “Conditionally Mandatory for Collection/Submission”.
- b. Add new data element ELIGIBILITY-DATE (E17XX) to the Disability sub-complex type.
- c. Update Data Element Reporting Requirements for StudentExtension.

5. TSDS Collection Reports Impact

6. Add, update, and remove associated data validation rules to reflect the changes in this proposal.

**ITF Discussion:**

ITF Chair, Nancy Dunnam, called for questions or comments. Nancy asked about the definition of ‘Conditionally Mandatory’ in relation to the data element and where she can find the definition. Jamie explained that by changing the field to conditionally mandatory now if the disabilities subcomplex type is reported, then both EFFECTIVE-DATE (TX-EffectiveDateDisabilities\_, DISABILITY and now ELIGIBILITY-DATE (TX-EligibilityDateDisabilities) must all be reported.

Connor Briggs stated there is guidance for the effective date in TEDS. Connor further added that the guidance is not changing but SELA uses a slightly different definition which is why the new data element was proposed. Nancy asked to confirm if this date is reflected in the Individual Education Plan (IEP). Jamie confirmed that this date is part of the IEP. Jamie also added that the guidance was clarified to assist PEIMS coordinators and Special Education Directors.

Nancy called for additional questions or concerns. Hearing none, she requested a motion to accept the changes as proposed.

**ITF Action:**

Dianne Borreson made a motion to approve the proposal.

David McKamie seconded the motion.

**Vote:** Passed

### **3. Expansion of Teacher Incentive Allotment Data in the Class Roster Collection Action Item**

House Bill (HB) 3 established local optional teacher designation systems and the Teacher Incentive Allotment (TIA) that are dedicated to recruiting, rewarding, and retaining highly effective teachers in all schools.

Local Education Agencies (LEAs), if they choose, can designate high performing teachers as Master, Exemplary, or Recognized based on statewide performance descriptors for these designations. LEAs will receive \$3,000 - \$32,000 per year for every designated teacher they employ. LEAs receive greater funding for designated teachers who work on rural and/or high-needs campuses. At least 90% of the Teacher Incentive Allotment funds must be used on teacher compensation on the campus where the designated teacher works. The remaining funds could be used for costs associated with implementing the local designation system or to support teachers in obtaining designations. National Board Certified Teachers will automatically earn a Recognized designation. TIA funding goes to the campus where the teacher works and not directly to the teacher. The TIA department selected the Class Roster Winter Submission to determine which campus receives the funding based on where a teacher works on the last Friday in February.

Currently in the Class Roster Winter Submission, only teachers with a TeacherSectionAssociation and students are reported to TEA. Upon review of the data received, it was discovered that teachers in various other teaching roles (intervention teacher, dyslexia teacher, centrally assigned teacher and gifted and talented teacher etc.) were not reported since they may not have a TeacherSectionAssociation and students reported at a campus. In order to continue to use Class Roster Winter Submission for TIA purposes and capture all necessary information for the teachers in various other teaching roles, TEA will be activating a former Texas Student Data System (TSDS) dashboard only complex, TeacherSchoolAssociation. This will allow an LEA to report a TIA designated teacher in the Class Roster Winter Submission even if they do not have a TeacherSectionAssociation.

Additionally, in order to obtain the needed information for all designated and pending designation teachers in the Class Roster Winter collection, TEA is proposing the addition of two new data elements. First, the TEACHER-INCENTIVE-ALLOTMENT-DESIGNATION-CODE indicates a teacher holds an active National Board Certification, holds a current designation (Recognized, Exemplary, or Master) and/or has been submitted by an LEA for a new or change of designation for the Teacher Incentive Allotment. Second, the CREDITABLE-YEAR-OF-SERVICE-INDICATOR-CODE indicates that a teacher reported with a TEACHER-INCENTIVE-ALLOTMENT-DESIGNATION-CODE (01-03) has been employed and compensated or will be compensated for a creditable year of service for the current school year by the LEA.

#### **Presentation:**

Jamie Muffoletto presented the proposal which includes:

1. Activate TeacherSchoolAssociation complex type

- a. Add complex type to the Class Roster Winter Submission
- b. Add reporting requirement guidance for the Class Roster Winter Submission

2. Changes to StaffExtension Complex Type:

- a. Add new data element CREDITABLE-YEAR-OF-SERVICE-INDICATOR-CODE (E17X1) to the StaffExtension complex as “optional” in the Class Roster Winter Submission.
- b. Add new sub-complex type TX-TeacherIncentiveAllotmentDesignation in the StaffExtension complex type as “optional” in the Class Roster Winter Submission.
- c. Add new “unbounded” data element TEACHER-INCENTIVE-ALLOTMENT-DESIGNATION-CODE (E17X2) to the sub-complex type TX-TeacherIncentiveAllotmentDesignation as “conditionally mandatory” in the Class Roster Winter Submission.
- d. Add Reporting Requirements Guidance to StaffExtension Complex Type

3. Add new code table TEACHER-INCENTIVE-ALLOTMENT-DESIGNATION-CODE (CXX1)

4. Update existing TSDS reports to include data new to the Class Roster Winter Submission.

5. Data Validation Rule Changes

**ITF Discussion:**

ITF Chair, Nancy Dunnam, called for questions or comments. Dianne Borreson asked if the Teacher Incentive Allotment was tied to academic performance, and how can districts prove eligibility on teachers if they are not recorded as a ‘Teacher of Record’. Jamie introduced Lyra Swinney, Project Coordinator for the Teacher Incentive Allotment and Grace Wu, Director of Strategic Compensation, to assist in answering questions.

Lyra stated TEA will not be using the Teacher Incentive Allotment reporting for academic performance tracking. Local districts capture these designations, and TEA is using them to verify the individual is a teacher, where they are teaching, and that they have met a ‘creditable year of service’.

Nancy asked if there is going to be a validation against the Teacher Retirement System (TRS) or anywhere else the creditable years of service could be verified. Nancy recalls a report from TEA when creditable years of service was submitted through PEIMS and the inaccuracies of the report. Lyra clarified this new data element is only to indicate the individual has one creditable year of service, not to be confused with “years of service”. Jamie added that the new data element only requires a yes or no response.

Nancy called for additional questions or concerns. Hearing none, she requested a motion to accept the changes as proposed.

**ITF Action:**

Traci Pesina made a motion to approve the proposal.

Pablo Martinez seconded the motion.

**Vote:** Passed

#### **4. Teacher Incentive Allotment Access PEIMS Fall Data Discussion Item**

House Bill (HB) 3 established district local optional teacher designation systems and the Teacher Incentive Allotment (TIA) that are dedicated to recruiting, rewarding, and retaining highly effective teachers in all schools.

Local Education Agencies (LEAs), if they choose, can designate high performing teachers as Master, Exemplary, or Recognized based on statewide performance descriptors for these designations. LEAs will receive \$3,000 - \$32,000 per year for every designated teacher they employ. LEAs receive greater funding for designated teachers who work on rural and/or high-needs campuses. At least 90% of the Teacher Incentive Allotment funds must be used on teacher compensation on the campus where the designated teacher works. The remaining funds could be used for costs associated with implementing the local designation system or to support teachers in obtaining designations. A National Board Certified Teacher will automatically earn a Recognized designation.

The TIA department would like access to the following current and future year PEIMS Fall data once the collection is in Accepted status and released to the TEA program areas:

1. DISTRICT-ID (E0212)
2. CAMPUS-ID (E0266)
3. SERVICE-ID (E0724)
4. ROLE-ID (E0721)

Accessing the data reported in the PEIMS Fall Submission will allow the TIA department to ensure that designations processed each year in April follow commissioner rules.

Additionally, this data will allow the TIA department to:

1. Verify that LEAs are only submitting designations for teachers who are employed in the current year on an approved campus with a teaching assignment (ROLE-ID 087). The TIA department will be comparing teacher data from the Strategic Compensation Operations Management System (SCOMS) to the PEIMS Fall data.
2. The TIA department will look at the placement of all currently designated teachers and flag any districts that did not receive TIA funding in the previous year. The department will then communicate with the LEA and let them know about the Class Roster Winter reporting requirements. This will give the LEA ample time to develop a spending plan for the TIA funding they will receive for this teacher.
3. Through an external process, LEAs submit teachers in October to the TIA department that they will be reporting as pending designation in the Class Roster Winter Collection. The TIA

department will look at the ROLE-ID that was reported in PEIMS Fall submission to ensure that the staff member was reported with an 087. If a staff member was not reported with that ROLE-ID, the TIA department will reach out to determine if the teacher was coded incorrectly in the PEIMS Fall submission and provide assistance to ensure they are reported correctly in the Class Roster Winter Collection.

### **Presentation:**

Jamie Muffoletto presented the proposal which includes:  
The following staff responsibility data will be reviewed:

1. DISTRICT-ID (E0212)
2. CAMPUS-ID (E0266)
3. SERVICE-ID (E0724)
4. ROLE-ID (E0721)

### **ITF Discussion:**

ITF Chair, Nancy Dunnam, called for questions or comments. Nancy asked for clarification about a new special warning for centrally assigned teachers seen during the Fall collection that may cause confusion to districts. Nancy wanted clarification on how any changes would impact the special warning. Jamie will look into this and provide an answer to ITF.

Traci Pesina requested clarification on who would be the point of contact in the district for the TIA department. Lyra Swinney stated if the district already has a local designation system, TEA has a point of contact established. Currently, TEA has a point of contact established for close to 800 districts. Lyra added if there is no current point of contact, the TIA program will contact the human resource department at the district.

Nancy Dunnam called for additional questions or comments.

As this was a discussion item, no vote was required.

## **5. 2021-2022 IBC-EXAM-FEE-AMOUNT Updates Action Item**

Under House Bill 3 (HB 3) of the 86th legislative session, local education agencies (LEAs) are entitled to a reimbursement to help defray the cost of industry certification exams and college preparation assessments. Each LEA cannot receive more than one industry certification exam reimbursement per student and a student may not receive more than one subsidy. Each student cannot generate more than one industry certification exam reimbursement. Funds to reimburse LEAs that pay for an industry certification assessment for a student will be provided by the Texas Education Agency (TEA) to LEAs as authorized under HB 3.

During the October 22, 2019 ITF meeting, a proposal to determine the amount of subsidy to which an LEA is entitled was approved for the 2020-2021 school year. This proposal stated that TEA must collect the certification exam fee and the vendor/organization who

administered the exam. Per legislation, a student may not receive more than one subsidy. Therefore, only one LEA can receive a subsidy for that student.

The StudentExtension complex type was modified to add a new sub-complex type, TX-IndustryCertifications which includes the data element, E1654 IBC-EXAM-FEE-AMOUNT and is conditionally mandatory. Currently, LEAs are required to report an IBC-EXAM-FEE-AMOUNT greater than \$0 for the certification for which they wish to be reimbursed.

Additionally, an LEA is required to report an IBC-EXAM-FEE-AMOUNT of \$0 in order to report the certification earned when there is no reimbursement requested.

TEA is proposing to modify the data element, E1654 IBC-EXAM-FEE-AMOUNT to be optional. This would result in an LEA not being required to report an IBC-EXAM-FEE-AMOUNT of \$0 when no reimbursement is requested.

Additionally, the College, Career, and Military Preparation (CCMP) Division has requested to allow the use of decimals in E1654 IBC-EXAM-FEE-AMOUNT. The length of the element would change from three (3) to six (6), to account for the decimal places.

There are no rule impacts associated with this change.

### **Presentation:**

Jamie Muffoletto presented the proposal which includes:

1. Modify TX-IndustryCertifications sub-complex type reported with StudentExtension complex type in the PEIMS Fall and Summer Submissions.

a. Change IBC-EXAM-FEE-AMOUNT from Conditionally Mandatory (C) to Optional (Y)

2. Modify Data Element IBC-EXAM-FEE-AMOUNT (E1654) to allow reporting of cents and increase length from three to six.

3. Update existing TSDS reports to reflect the changes in this proposal

a. PDM1-120-001 Industry-Based Certification Roster

b. PDM3-nnn-nnn Industry-Based Certification Roster

4. Update data element reporting guidance to reflect the changes in this proposal

### **ITF Discussion:**

ITF Chair, Nancy Dunnam, called for questions or comments. Hearing none, she requested a motion to accept the changes as proposed.

### **ITF Action:**

Traci Pesina made a motion to approve the proposal.

Dianne Borreson seconded the motion.

**Vote:** Passed

## **6. Expand ELO Data Elements**

## **Action Item**

Senate Bill 1404, passed in the 85th legislative session, requires that each school district and open-enrollment charter school report through the Public Education Information Management System (PEIMS) the following:

- availability of expanded learning opportunities (ELOs) as described in Texas Education Code (TEC) 33.252.
- number of students participating in each of the categories of expanded learning opportunities listed under 33.252 (b).

During the 86th legislative session, House Bill 3 was passed which removed the requirement to report student participation in each of the ELO categories.

Beginning in the 2019-2020 school year, each school district and open-enrollment charter school was required to submit ELO data in the PEIMS Summer and Extended Year submissions.

The program area has determined that the data provided did not include the needed length of time for each ELO activity offered.

The Texas Education Agency (TEA) is proposing to modify the SchoolExtension complex type to remove the individual data elements related to the types of ELO activities, E1615 through E1621 from the TX-SchoolELOS sub-complex type. TEA is proposing to add a new unbounded sub-complex type, TX-SchoolELOActivity, and replace the individual ELO data elements with one new data element, ELO-ACTIVITY-CODE (E17X1), that utilizes a new code table, ELO-ACTIVITY-CODE (CXXX) that has six codes, each corresponding to the six ELO activities offered.

Additionally, TEA is proposing to add a new data element, ELO-DAYS-SCHEDULED-PER-YEAR (E17X2), to the new unbounded TX-SchoolELOActivity sub-complex. The new data element, when used in conjunction with existing data element, E1621 ELO-MINUTES-SCHEDULED-PER-DAY, will allow TEA to calculate the total amount of time each activity is offered during the school year.

Lastly, TEA is proposing to remove code “03”, ‘Voluntary Expanded Learning Opportunity - Before School and After School (Submission 3 Only)’ from the existing code table, ELO-TYPE (C218), and add two new codes to allow for distinction between before and after school.

### **Presentation:**

Stephanie Sharp presented the proposal which includes:

1. Modify the TX-SchoolELO sub-complex type within the SchoolExtension Complex Type:

a. Remove the following data elements:

- ELO-RIGOROUS-COURSEWORK-INDICATOR-CODE (E1615)
- ELO-MENTORING-INDICATOR-CODE (E1616)
- ELO-TUTORING-INDICATOR-CODE (E1617)
- ELO-PHYSICAL-ACTIVITY-INDICATOR-CODE (E1618)

- ELO-ACADEMIC-SUPPORT-INDICATOR-CODE (E1619)
- ELO-EDUCATIONAL-ENRICHMENT-INDICATOR-CODE (E1620)

b. Add new un-bounded sub-complex type, TX-SchoolELOActivity to the un-bounded TX-SchoolELO sub-complex type with the following two new data elements:

- ELO-ACTIVITY-CODE (E17X1)
- ELO-DAYS-SCHEDULED-PER-YEAR (E17X2)

2. Add new code table ELO-ACTIVITY-CODE (CXXX) with six new codes.

3. Update code table ELO-TYPE (C218) to delete code “03”, revise code “04”, and add two new codes.

4. Update the SchoolExtension complex type Data Element Reporting Requirements.

5. Update existing TSDS reports to reflect the changes in this proposal:

- a. PDM3-116-008 Organization Expanded Learning Opportunities
- b. PDM4-116-008 Organization Expanded Learning Opportunities

6. Add, update, and remove associated data validation rules to reflect the changes in this proposal.

### **ITF Discussion:**

ITF Chair, Nancy Dunnam, called for questions or comments. David McKamie asked if reporting Expanded Learning Opportunities helps with a district’s accountability ratings. Jamie responded that TEA will follow up with the program area to respond to this question.

Traci Pesina asked if the target audience for this change are the PEIMS coordinators or do other groups need to be aware of this information. Jamie will follow up with the program area to respond to this question. Traci added that her district struggled to get the information collected.

David McKamie asked ITF Members who the typical subject matter expert (SME) is for their ELO collection. Joel Garcia responded his district does not have a contact person for the ELO data so the PEIMS department sent a google form to the campus principals.

Leanne requested examples of issues found when collecting ELO data to send to the program area.

Nancy Dunnam called for additional questions or comments. Hearing none, she requested a motion to accept the changes as proposed.

### **ITF Action:**

Dianne Borreson made a motion to approve the proposal.  
Jennifer Carver seconded the motion.

**Vote:** Passed

## **7. Child Find**

## **Discussion Item**

Each state is required to develop a six-year State Performance Plan (SPP) that evaluates the state's efforts to implement the requirements and purposes of the Individuals with Disabilities Education Act of 2004 (IDEA 2004), Section 616(b). The SPP illustrates how the state will continuously improve upon this implementation and includes updates through the Annual Performance Report (APR) submitted in February each year. In alignment with IDEA, the US Department of Education/Office of Special Education Programs (ED/OSEP) identifies five monitoring priorities that are addressed by 17 SPP compliance and performance indicators:

- Monitoring Priority: Free Appropriate Public Education in the Least Restrictive Environment
  - o Graduation (Indicator 1)
  - o Dropout (Indicator 2)
  - o Participation and Performance on Statewide Assessment (Indicator 3A-C)
  - o Suspension/Expulsion (Indicator 4A-C)
  - o Educational Environment (School Age), Ages 6-21 (Indicator 5A-C)
  - o Preschool Environment, Ages 3-5 (Indicator 6A-B)
  - o Preschool Outcomes (Indicator 7A-C)
  - o Parent Involvement (Indicator 8)
- Monitoring Priority: Disproportionality
  - o Disproportionate Representation by Racial/Ethnic Groups (Indicator 9)
  - o Disproportionate Representation in Specific Disability (Indicator 10)
- Monitoring Priority: Effective General Supervision Part B/Child Find
  - o Child Find (Indicator 11)
- Monitoring Priority: Effective General Supervision Part B/Effective Transition
  - o Early Childhood Transition (Indicator 12)
  - o Secondary Transition (Indicator 13)
  - o Post-School Outcomes (Indicator 14A-C)\*
- Monitoring Priority: Effective General Supervision Part B/General Supervision
  - o Resolution Sessions (Indicator 15)
  - o Mediation (Indicator 16)
  - o State Systemic Improvement Plan (SSIP) (Indicator 17)

**\*Note:** Post-School Outcomes (Indicator 14A-C) is currently collected in the TSDS SPPI-14 Core Collection.

This ITF proposal is to add State Performance Plan Indicator 11 (SPPI-11) and State Performance Plan Indicator 12 (SPPI-12) to the TSDS Core Collection. SPPI-11 refers to the timely evaluation of students ages 3-21 for special education services under Part B of IDEA. SPPI-12 refers to children who are referred from Part C of IDEA prior to age 3, found eligible for Part B of IDEA, and have an individualized education plan (IEP) developed and implemented by their third birthday to receive early childhood special education (ECSE)

services from a local education agency (LEA). Both SPPI-11 and SPPI-12 are compliance indicators and data are needed to meet federal reporting requirements related to special education Child Find activities.

Both SPPI-11 and SPPI-12 share common data elements. Data necessary for determining SPPI-11 and SPPI-12 compliance are currently collected in aggregate form at the LEA level using the legacy, State Performance Plan (SPP) application located via the Texas Education Agency Login (TEAL) application.

Beginning with the 2021-2022 school year, the Texas Education Agency (TEA) is proposing to add a new core collection, Child Find, to the Texas Student Data System (TSDS). The Child Find collection will include SPPI-11 and SPPI-12. The Child Find collection will collect data at the student-level rather than the district-level and will incorporate the entire Child Find process from birth to age 21 for students considered for special education services. Moreover, it will help to streamline the data collection process and decrease the duplicative reporting burden placed on LEAs annually.

The Child Find collection will include existing and new data elements for submitting student level data in TSDS.

**Timeframe:**

The annual data collection timeframe ranges from July 1st to June 30th. LEAs will have the ability to report student data to TSDS throughout the school year, but the final data reporting deadline for LEAs to submit data to the agency will be no later than the last Friday in July.

**Discussion:**

Jamie introduced Tammy Percy and Zane Wubbena from the Special Education Department and Connor Briggs who will be the subject matter expert for the new collection.

ITF Chair, Nancy Dunnam, asked Jamie to confirm there was no handout for the Child Find proposal. Jamie Muffoletto informed the ITF Committee the official Child Find proposal will be presented during the January 12, 2021 ITF meeting so there was no handout for the discussion today.

Zane provided background on the requirements for this collection. The State Performance Plan (SPP) is a six year compliance plan that utilizes performance indicators and targets. The data is then used to build the federally required Annual Performance Report (APR). SPPI-11 and 12 monitor timeliness compliance and are tied specifically to IDEA Part B and C. Moving SPPI-11 and 12 to TSDS should help reduce the current high level of non-compliance.

Nancy asked the program area to explain what types of issues are making the state non-compliant. Zane stated that SPPI-11 requires an evaluation of a student to be completed within 60 days of the parental consent. Texas currently considers an LEA to be in compliance with this piece if the evaluation is completed within 45 school days of the parental consent. Tammy added that TEA is forced to work backwards in the current legacy system to

understand the prior year's data. Additionally, Tammy stated that the data is reported in the aggregate form from districts and can have data quality errors. Nancy asked for examples of what aggregate data is reported. Tammy replied that a district is required to report the total number of students that have had an evaluation. In addition districts report how many evaluations exceeded the 45-day timeframe and then if the timeframe was exceeded by 1-30 days or 30 or more days.

With the move to TSDS, the collection will allow LEAs to report data year-round rather than just one time at the end of the year. Jamie presented a high level overview of the Child Find proposal showing the use of existing interchanges and complex types. In addition to existing data elements, Jamie described nine new data elements and two new code tables. Jamie completed the presentation by explaining, as Tammy pointed out that, TEA currently collects this information at the district level in aggregate form and will now collect the data at the student level. Districts will report the student level information and TEA will provide the calculations for the APR. The proposed name for the new collection is Child Find Collection.

## **Other Business**

## **Discussion Item**

ITF Chair, Nancy Dunnam, reached out to TEA to ensure reports are vetted prior to voting on new collections. Jamie Muffoletto confirmed that moving forward we would ensure that proposals include reports as needed. Nancy added that she encourages ITF members to reach out to TEA staff if additional information is needed when reviewing the proposals.

Leanne Simons stated that TEA will be sending updated meeting invitations to the committee members, for the summer dates due to the upcoming legislative session. ITF and PCPEI Chairs provided input on the added dates. Leanne added that based on the timeline from the last session, all the bills were passed by the middle of June. As the legislative session progresses, Leanne will send updates as needed.

Pablo Martinez asked when districts can expect to receive the 2021-2022 C022 change log. Jamie will contact Jessica Snyder in Curriculum and provide information at the next ITF meeting. Additionally, Pablo asked TEA to confirm that military enlistment is no longer part of CCMR, and if the data element will be removed for reporting purposes. Jamie confirmed that a To The Administrator Addressed (TAA) letter was sent stating the element is no longer used by TEA. Jamie is working with the Performance Reporting Division and when a change is needed, a proposal will be brought to ITF.

Leanne informed ITF that materials for the next ITF meeting scheduled for Tuesday, January 12, 2021 may be delayed due to the holidays.

David McKamie asked to return to the discussion of reports. David believes that there should be a report to validate data when LEAs load data into the operational data store (ODS) for something other than an official collection. This issue was brought to TEA by Nancy as well.

Leanne added that moving forward, TEA recommends loading the data to the ODS and then promoting the data to PEIMS. Once the data has been promoted to PEIMS, the LEA can run reports to verify the data. Leanne further clarified that there is not this type of reporting functionality in ODS. In the future, TEA will ensure there is a method for LEAs to run reports and validate the submission of data.

David McKamie wanted to poll ITF members on the late notice received from TEA regarding validating data for the RF Tracker collection by December 4, 2020. Sandra Kratz reported her district did not have an issue with that specifically but wanted to voice her concerns about the new RF Tracker due date being the same day as two other collections in light of the recent TEA server issues.

Terri Hanson added that a TAA letter was released in the summer of 2020 to explain the requirement for existing RF Tracker data to be promoted and validated by Dec 4<sup>th</sup>. Terri added this was also added to the Texas Education Data Standards (TEDS). Terri clarified that validated means the data is promoted, validated and fatal free. TEA will update the TEDS to reflect that the data must be promoted, validated and fatal free.

Terri also addressed the overall performance issues with the TEA servers and informed the ITF committee a dedicated team is addressing the performance issues. Terri responded to the concerns about moving the RF Tracker due date by reminding the committee the collection cannot be completed until after the school year ends since students will still enter and leave facilities up until the last day of school. Terri reminded the committee that even though the due date is June 24, 2021, the LEA should promote and validate data throughout the year. Additionally, LEAs can finalize the collection prior to June 24, 2021. TEA tries to keep maintenance weekends to a minimum during peak submission times. Leanne added that the IT governance team reviews each request for maintenance and attempts to limit downtime as much as possible.

## **Adjournment**

ITF Chair, Nancy Dunnam, called for additional questions or comments. Hearing none, she requested a motion to adjourn.

Sandra Kratz made a motion to adjourn.

Jennifer Carver seconded the motion.

**Vote:** Passed

The meeting was adjourned at 11:46 a.m.