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## Indicator 12: Early Childhood Transition

**Indicator 12:** Percent of eligible children transitioning from the Part C program who had an IEP by their third birthday.

### Dates to Remember

- **January 12<sup>th</sup>**
  - Complete guiding questions in EdPlan.
  - Develop improvement plan.
  - Submit assurance statement.
- **March 31<sup>st</sup>**
  - First Progress Review due.
- **May 31<sup>st</sup>**
  - Final Progress Review due.
  - Professional development documentation due.

**The indicator toolkit will be completed in EdPlan. Professional development documentation will be uploaded to the LEA Document Library Compliance tab in EdPlan.**

### Purpose

This district has been notified of noncompliance for indicator 12. Please refer to the Annual District Determination and District Data Profile for results. Districts are federally required to resolve and address noncompliance at the student and systemic level.

- **Address** the guiding questions and describe the root cause of non-compliance.
- **Submit** an assurance statement in EdPlan signed by the Superintendent and Special Education director ensuring correction of noncompliance to 100% in accordance with 34 CFR 300.600(e).
- **Develop** an improvement plan (which includes professional development).
- **Review** the progress of the improvement plan twice (**by March 31<sup>st</sup> and again by May 31<sup>st</sup>**).
- **Submit** professional development documentation (**summarized agenda and sign-in sheets**).

**Exception:** Additional activities are required if found to be noncompliant and/or not have met state target in the same area/indicator for three consecutive years. The district will be notified for additional required activities. Activities are developed on a tiered system based on the number of consecutive years with a growth measure built in. Refer to the General Supervision System for additional information.

**Exception:**

**Tier 1: 3rd year** of consecutive noncompliance and/or not meeting target in one or more areas. Complete the required additional activities below:

- Review the past two years' root cause findings to assist with developing an improvement plan.
- Utilize 615 funds to address improvement plan implementation (fund amount/percentage is determined by SDE).

**Tier 2: 4th year** of consecutive noncompliance and/or not meeting target in one or more areas below. Complete the required activities below:

- Review the past two years' root cause findings to assist with developing an improvement plan.
- Utilize 615 funds to address improvement plan implementation (fund amount/percentage is determined by SDE).
- Develop/utilize a Parent Advisory Board, meet quarterly, discuss root cause and improvement plan, and how the 615 funds will be utilized.

**Tier 3: 5th plus** year of consecutive noncompliance and/or not meeting target in one or more areas below. Complete the required activities below:

- Review the past two years' root cause findings to assist with developing an improvement plan. An SDE staff or contracted outside representative will participate in team planning to support the identification of the root cause, data review, and the plan for improvement.
- Utilize 615 funds to address improvement plan implementation (fund amount/percentage is determined by SDE).
- Develop/utilize a Parent Advisory Board, meet quarterly, discuss root cause and improvement plan, and how the 615 funds will be utilized to support the plan and share progress made towards the plan.
- Invite parents to a school board meeting to discuss the plan for improvement and data trends for the past three years related to the area.
- If 10% or more growth is demonstrated while implementing the plan from the previous year, the district will remain at Tier 1 for the current year. If the district drops down below the gain the district will move to the next tier below current placement

**Guiding Questions: Indicator 12**

**Step 1:** Consider why the district did not meet 100% compliance for this indicator by addressing the questions below.

1. If **noncompliant last year for Indicator 12**, describe the progress made last school year. Does the data indicate the plan was effective? If not, please describe why the team feels it was not effective and what are the next steps.
2. Does staff attend the Transition Planning Conference? If no, why not?
3. Is there a comprehensive initial evaluation documented to support the team decision?
4. Are IEP teams reviewing student progress in the student's natural setting to ensure the IEP is appropriately meeting the student's needs?
5. What are the reasons an IEP is not in place by the 3<sup>rd</sup> birthday? If not, why?
6. Does the district have a process to communicate with SoonerStart staff on a regular basis?
7. Does the district have a process for tracking late referrals? Is there a policy in place for handling late referrals?

**Step 2:** Summarize the responses to the questions above, identifying the factors that the team believes are most linked to the root cause in the areas identified. This step will be completed in EdPlan.

**Assurance Statement**

Districts found in noncompliance for Indicator 12 are required to provide the OSDE-SES with assurance that the LEA will correct its noncompliance to 100%. In accordance with 34 CFR 300.600(e), noncompliance must be corrected as soon as possible, and in no case later than one year from the date on which the district is notified of a finding of noncompliance.

Please provide the assurance statement in EdPlan signed by both the Superintendent and Special Education Director.

## Improvement Plan

- **Develop** an improvement plan for Indicator 12.
- **Include** professional development as a part of the plan.
  - Describe the professional development needed to assist the district with improving this indicator.
  - Identify the topic, audience, and date professional development will be provided.
- **Describe** the progress review activity and/or data source that will assist in determining effectiveness of the improvement plan.
- **Identify** the person responsible for monitoring the progress of the improvement plan.

## Progress Review

**Analyze** the collected data identified in the improvement plan as well as any other data gathered to measure the effectiveness of the improvement plan. If the data sources analyzed do not demonstrate progress towards improving the indicator, the district may continue or amend the improvement plan. Provide justification for the decision to either continue or amend the plan.

### **Guiding Questions for the first progress review (due March 31st):**

- Has a team been established with each member having defined roles?
- Have meetings been scheduled to review the data?
- Have current district policies, practices, and procedures been reviewed and amended if needed?
- Have staff been informed and know how to access the improvement plan?
- Does the data demonstrate growth toward intended outcomes or are other sources of data needed?

### **Guiding Questions for the final progress review (due May 31st):**

- Does the data demonstrate growth toward intended outcomes or are other sources of data needed?
- Was the activity implemented with fidelity?
- What additional activities can be added to the district's improvement plan?
- What policies, practices, and/or procedures can be changed or implemented?
- What strategies need to be carried into the following school year?

Upload **Professional Development** documents (**summarized agenda and sign-in sheets**) to the LEA Documents Library Compliance tab in EdPlan by **May 31<sup>st</sup>**.