

April 11, 2025
KSDE SETS Special Education Administrators' Webinar Agenda

| Agenda Item | Presenter |
|---|--|
| Welcome | TASN Coordination |
| Director Updates | Bert Moore |
| Legislative Updates | Dr. Frank Harwood and Dale Brungardt |
| 618 MIS Data- December 1 Child Count "Snapshot" Finalized | Mason Vosburgh |
| 100 Day Checklist | Doug Tressler |
| Categorical Aid | Evelyn Alden |
| Early Childhood Updates: Indicator 6 Preschool Environments , Indicator 7 Early Childhood Outcomes , Indicator 12 C to B Transitions | Melissa Valenza |
| Indicator 14- Post School Outcomes | Andy Ewing |
| IDEA VI-B Assurances | Dean Zajic & Helen Swanson |
| Dynamic Learning Maps (DLM) Updates & File Review | Cary Rogers |
| Indicator 13 Data Collection | Stacie Martin |
| KS Deaf-Blind Fund (DBF) FY 2023-2024 Application | Lisa Karney |
| KASEA Updates | Lena Kisner |





SETS STATE DIRECTOR REPORT

April 11, 2025

Kansas leads the world in the success of each student.

DIRECTOR UPDATES

- TASN 4.0 – SETS working with the Kansas Department of Administration
- KSDE 2023 SPP-APR clarification period ends April 24, 2025 – specific action by KSDE to respond to the 2023 SPP/APR submitted to OSEP earlier this year
- Modifying, Changing, Adding, Deleting Existing Cooperative or Interlocal Agreements – CONTACT BRIAN DEMPSEY
- What do you have to celebrate for the 2024-2025 school year?
- My two-week philosophy for current stressors!



Contact Information



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The Kansas State Department of Education does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the nondiscrimination policies: KSDE General Counsel, Office of General Counsel, KSDE, Landon State Office Building, 900 S.W. Jackson, Suite 102, Topeka, KS 66612, (785) 296-3201.



100 DAY CHECKLIST UPDATE

- **Kansas Annual Performance Report (APR)**
 - Final Report available to Directors, Superintendents **April 15**
 - **LOD** letters will be sent out to Superintendents, Directors and BOE presidents **April 22**
- **Medicaid** submit claims by **April 15**
- **Special Ed Transportation Reimbursement** April (14) Window OPENS 308 form DUE **MAY 9**. Review the [Form 308 User Guide](#) and [Form 308 Q&A](#) (categorical aid tab)
- **Kansas Grants Management System KGMS**
 - **IDEA VI-B** (special Education Fiscal Resources tab)
 - Assurances must be approved by local BOE during April or May meeting
- **Transition reminder-** Summary of Performance (SOP)
 - Must be completed for each student on an IEP IN THE SEMESTER IN WHICH THEY GRADUATE
 - PWN must be sent to parents
- **MIS**
 - MIS monthly tasks refer to the MIS April checklist for December 1 closeout by April 30
 - MIS start reviewing End Of Year report for accuracy.
 - **UPDATED MIS MANUALS ARE DUE BY JUNE 30**
- **Special Education Administrators Quarterly #4**
 - **APRIL 29 8:30-4:00 Drury Plaza Hotel, Wichita**
 - **REGISTRATION**



Reimbursement Deadlines



- April 15th – Vacancy Report Due
- May 1st – **Final payment deadline** to update data.
Pays on **ELIGIBLE** FTE
 - Errors are a complete loss of funds for professionals and any paras they supervise
- May 10th Transportation deadline (including special education transportation)
- June 2nd – Final day to update para inservice.

Deadlines are in Appendix A of the Reimbursement Guide, in the KIAS calendar, and separately here:

<https://www.ksde.org/Portals/0/SES/funding/CatAid/CatAid-Deadlines.pdf>





Vacancy Report

The report collected in PCA is **different** from the report collected by Teacher Licensure

- **TLA vacancy definition:** any KSDE-licensed position not filled or filled by an individual who isn't licensed for the assignment (not licensed, expired license, sub license, licensed unqualified).
- **PCA vacancy definition:** Is your LEA looking for someone else to fill the position?

This is the **only** place you can report how many non-KSDE licensed staff and unlicensed staff are needed.





General Reminders

- Check reports now when there is some time to ask questions and get things done.
- Right before the deadline:
 - The system gets overwhelmed.
 - Things are checked quickly, not carefully
- **Email is better than calling!**
 - I try to answer all emails the day they are asked, but it takes more time when more people are asking.
- There may be funding in asking for help
 - Don't lose funds because you don't want to "bother" me! This is my job, it's not a bother!
 - If I said I'd do something or check something, and haven't gotten back with you, ASK ABOUT IT!
 - I have a terrible memory but take nagging well 😊



Authenticated Applications
Problems logging in or
creating/removing accounts:

helpdesk@ksde.gov
(785) 296-7935

PCA questions/issues:

cataid@ksde.gov

or

evelyn.alden@ksde.gov



Categorical Aid page

<https://www.ksde.gov.Default.aspx?tabid=538>

Catastrophic/Non-Public Equivalency
Mason Vosburgh

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(785) 296-4945

Transportation/Medicaid Replacement

Sara McCullah

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Special Teacher Reimbursement

Evelyn Alden

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Early Childhood

KSDE Special Education Administrators Webinar
April 11, 2025

Melissa Valenza, Coordinator, Special Education and Title Services

Melissa.Valenza@ksde.gov



C to B Transitions (Indicator 12)

Indicator 12: C to B Transitions

- Smooth, seamless transitions from Part C to Part B ensure young children with disabilities receive services without disruption or delay.
- Part B Indicator 12 is a compliance indicator that measures the percent of children referred by Part C prior to age 3, who are found eligible for Part B, and who have an IEP developed and implemented by their third birthdays.
 - [20 U.S.C. §1416\(a\)\(3\)\(B\)](#) and [34 C.F.R. §300.101\(b\)](#).
- See [the KSDE TASN Site: Indicator 12](#) for resources.



Indicator 12: C to B Transitions

- Be prepared for students turning three years old this summer.
 - Who will be checking the Part C to Part B Electronic Referral System (CBER) and accepting referrals?
 - Who will be completing evaluations?
 - What is the process when a child transitioning from Part C to Part B moves into the district during the summer months?
- This is a good time to refer to your local Memorandum of Understanding (MOU) between Part C and Part B.
 - Are there items that you might address the next time you update this MOU?
 - KSDE and KDHE are glad to assist in facilitating local reviews and updates.



Part C to Part B Electronic Referral System (CBER)

- Every agency should be regularly logging into CBER (ksits.kdhe.ks.gov) to review and accept referrals.
 - Ensure you've designated a person responsible and have this on the calendar.
 - The CBER system will help you plan and prepare for smooth transitions from Part C to Part B.
- The Office of Special Education Programs (OSEP) requires KSDE to maintain a statewide system that tracks children who are transitioning from Part C to Part B. CBER allows for confirmation of the accuracy of referral dates reported by both C and B programs.
 - Contact Beccy Strohm (Beccy.Strohm@ksde.gov) to add or remove users.
 - Email kdhe.ksits@ks.gov and CC Beccy for requests for support.
- The transition timeline for a referral begins on the date it is sent by Part C unless the referral is actively rejected by Part B.





Preschool Environments (Indicator 6)

Indicator 6: Preschool Environments

- This data point measures the extent to which preschool students with IEPs receive the majority of their special education and related services in the least restrictive environment.
- **Review the 2024-2025 Projected Indicator 6 Report in the KSDE SPEDPro authenticated application.**
 - Districts must meet state targets for Indicators 6A and 6B for 2024-2025 to be eligible to apply for Kansans Can Star Recognition for Kindergarten Readiness. Star Recognition applications are due May 2.
- **To request individual support as you plan for next school year, contact Amanda.Petersen@ksde.gov.**
- **See the KSDE TASN site: Indicator 6 for resources.**





Early Childhood Outcomes (Indicator 7)

Indicator 7: Early Childhood Outcomes

- Indicator 7 measures the percent of preschool children aged 3 through 5 with an individualized education program (IEP) who demonstrate improved:
 - Positive social-emotional skills (including social relationships);
 - Acquisition and use of knowledge and skills (including early language/communication and early literacy); and
 - Use of appropriate behaviors to meet their needs.
- **Timelines: June 30 is the last day to input entry and exit data for the 2024-2025 school year into the Early Childhood Outcomes Part B Web System (OWS). Run the Missing Entry / Exit report to identify potentially missing data.** OWS will be open for data correction July 1 through September 15.
- **[See the KSDE TASN site: Indicator 7 for resources.](#)**



Contact Information



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2025 Indicator 14 Timeline

April 15 to May 31: Student Data Collection/Verification/Upload

Watch for email from DDE with login info prior to April 15, 2024. Be sure to verify all contact info using your Student Exit Surveys in the Post School Outcomes Web application, then verify with local IEP system and SIS. Once contact data for each exitter is provided districts need to make calls to verify that the contact info is correct. This is your opportunity to communicate with parents/students that they will be hearing from you (if you opt in) or from the call center acting on behalf of KSDE. Opt-in deadline is May 31, 2025.

Indicator 14: Outcomes Post School Web Application

June 1 through June 30: Prep for July Interviews

Emails/Text Messages to all exitter contacts go out June 9 - 13, For Opt-in Districts: Final Call lists sent to districts week of June 23.
KSDE SETS Leadership Conference: June 25 – 26: Watch for Indicator 14 Breakout Session

July 1 through July 31: Call window is open.



Indicator 14 Opt-in Portal

Indicator 14: Post School Outcomes Opt-in Instructions
Districts can opt-in through any one of the following options:

Districts can opt-in using this QR code:



Districts can opt-in using this link:

<https://survey.alchemer.com/s3/7192460/KSI14-Opt-in>

Districts can opt in when submitting verification data.



Indicator 14 Contact

For any Indicator 14 questions

andy.ewing@ksde.gov

785-296-3860





DLM Update

Monitoring Test Completion

- Spring test window closes April 25, 2025
 - ELA and math – expectation is to meet the blueprint requirements in both subjects
 - Science (Grades 5, 8, 11) – complete the 9 testlets that the computer sends to the student
 - Encouraged to complete any field tests that are sent to the student
 - Opportunity to submit writing samples – not required, but encouraged
 - Encouraged to complete the teacher surveys



Data Extract – DLM Instructionally Embedded Monitoring

| State | District | School ID | School Name | Grade | Student Last Name | Student First Name | Student State ID | Window | ELA Educator Last Name | Blueprint Requirement ELA % Met | Total Number of ELA Testlets Taken | ELA Blueprint Requirement 1 | ELA Blueprint Requirement 2 | ELA Blueprint Requirement 3 | ELA Blueprint Requirement 4 | Math Educator Last Name | Blueprint Requirement Math % Met | Total Number of Math Testlets Taken | Math Blueprint Requirement 1 | Math Blueprint Requirement 2 | Math Blueprint Requirement 3 | Math Blueprint Requirement 4 | Science Educator Last Name | Science Testlets Completed |
|--------|----------|-----------|-------------|-------|-------------------|--------------------|------------------|-------------|------------------------|---------------------------------|------------------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-------------------------|----------------------------------|-------------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|----------------------------|----------------------------|
| Kansas | | | | 6 | | | | Fall Window | | 50 | 4 | Met | Not Met | Not Met | Met | | 25 | 3 | Not Met | Not Met | Not Met | Met | NA | NA |
| Kansas | | | | 8 | | | | Fall Window | | 100 | 7 | Met | Met | Met | Met | | 100 | 7 | Met | Met | Met | Met | | 0 |
| Kansas | | | | 8 | | | | Fall Window | | 100 | 7 | Met | Met | Met | Met | | 100 | 7 | Met | Met | Met | Met | | 0 |



Special Circumstance Codes

- Communicate with your test coordinator if you have a student who needs an SC code entered.
- [Special Circumstance Codes for Kansas](#) Only enter 1 SC code per subject.
- Test coordinator emails KSDE with the SSID, SC code, and reason.
- SC codes need to be entered for the spring test window before the test window closes on April 25th, no codes can be entered once the window is closed.



IDEA and Gifted File Review

Cohort 1 - Updated data for noncompliant districts
Cohort 2- Q24 619 methodology
September File Review Dates



Updated Data – new timeline

- Updated data will pull IEPs completed between March 14 and May 14
- SSIDs will be available on May 15 – KIAS will pull SSIDs based on district size calculator
- Updated data window – May 15-June 5 (this has been extended 1 week to allow districts more time due to having to upload documentation.
- Documentation – please mark where the question is located in the documentation.
- KSDE will review documentation from June 6-June 24. Letters will be sent out June 25th.



Question 24 – cohort 2

24. This question only applies to students in early childhood (3–5-year-olds). If this student is an early childhood student, did the student receive early intervention services under an individualized family service plan (IFSP)? 34 C.F.R. § 303.13 [34 CFR §300.124(c)]

- K.A.R. 91-40-2 says “An IEP or IFSP shall be in effect by the child’s third birthday, but, if that birthday occurs during the summer when school is not in session, the child’s IEP team shall determine the date when services will begin.”
- K.A.R. 91-40-16(c) says: “If an agency and a child’s parent agree, an IFSP that meets the requirements of the federal law and that is developed in accordance with this article may serve as the IEP of a child with a disability who is two years old but will reach three years of age during the next school year or who is three, four, or five years of age. (2) Before using an IFSP as an IEP, each agency shall meet the following requirements: (A) The agency shall provide to the child’s parent or parents a detailed explanation of the differences between an IFSP and an IEP. (B) If an IFSP is chosen, the agency shall obtain written consent from the parent for use of the IFSP as the child’s IEP.



Question 24 continued

METHOD: Review the education record for documentation that the student received early intervention services. If the student received early intervention services, select yes.

YES

Select **YES** if the education record contains documentation showing the student received early intervention services.

NO

Select **NO** if the education record **DOES NOT** contain documentation showing the student received early intervention service
OR this isn't an early childhood student.

If yes continue. If no you're finished.



Question 24a

24a. Was there LEA representation at the 90-day transition conference? [34 CFR §303.209] [34 CFR §300.124(c)]

- K.A.R. 91-40-2(b)(3) says “If a child is transitioning from early intervention services provided under part C of the federal law, the agency responsible for providing FAPE to the child shall participate in transition planning conferences for the child.
- 34 CFR §300.124(c) says “Each affected LEA will participate in transition planning conferences arranged by the designated lead agency under section 635(a)(10) of the Act.



Question 24a - methodology

METHOD: Review the file to see if a LEA representative was at the 90-day conference? This could be located in:

1. **Meeting Attendance Record:** A document signed by all attendees at the IFSP meeting, which would include the name and signature of the LEA representative, indicating their presence.
2. **Meeting Minutes or Notes:** Detailed notes or minutes from the meeting that document the attendance of the LEA representative, as well as their involvement in the discussion and planning process.
3. **Email or Written Confirmation:** If the LEA representative cannot attend in person but attends virtually or provides input, an email or written confirmation from the LEA could serve as proof.
4. **IFSP Document:** The IFSP itself could include a section noting who was invited and attended, which would reflect the LEA representative's participation.
5. If Part B is not being invited to transition meetings, they have a responsibility to reach out to Part C and work out a solution. Perhaps some of the documentation could include the efforts of the Part B program to ensure they are invited in the future, such as emails, meeting minutes, etc.

YES

Select **YES** if the education record contains documentation that the LEA representative was present at the 90-day conference.

NO

Select **NO** if the education record **DOES NOT** contain documentation that the LEA representative was present at the 90-day conference.



Q24a – Documentation

USD 232 Transition Meeting Documentation

Student Name: _____
Parent/s Name: _____
Birthdate: _____
Transition Meeting Date: 12/12/2024

The following individuals participated in the Part C (Infant Toddler Services) to Part B (USD 232) transition meeting.

| PRINTED NAME | ROLE/ORGANIZATION | SIGNATURE | DATE |
|--------------|-------------------|-----------------------|------------|
| _____ | Parent | Participated via Zoom | 12/12/2024 |
| _____ | ITS-JC | Participated via Zoom | 12/12/2024 |
| _____ | USD 232 | Participated via Zoom | 12/12/2024 |



Question 24b- methodology

24b. Did the IEP Team consider the child's transition plan when developing the child's initial Part B IEP? (K.S.A. 72-3428(b)(1))

METHOD: Review the file to see if there was a transition plan in place. This could be located in the evaluation report, meeting notes, PWN, or IEP. The team could document the IFSP information (Including goal progress) and relevant information from the transition conference in the evaluation report as well as note that both were data sources considered within the PWN.

YES

Select **YES** if the education record contains documentation that the transition plan was considered when developing the child's initial Part B IEP.

NO

Select **NO** if the education record **DOES NOT** contain documentation that the transition plan was considered when developing the child's initial Part B IEP.



Q24b - Documentation

Description of the Data Used as Basis for the Proposed or Refused Action

The Assessment, Evaluation, and Programming System for Infants and Children (AEPS) Family and Classroom Report, Goldman-Fristoe Test of Articulation, Preschool Language Scales-5, review of IFSP, transition conference plan, and conference notes, interview with parent and community educators and session observations were utilized to determine Reid is currently demonstrating eligibility and need under the exceptionality of Speech/Language Impairment, warranting direct instruction with a speech/language pathologist.



File Review Training – September 2025

- Hays Sept. 3, 2025 - [Hays Registration Link](#)
- Wichita Sept. 4, 2025 - [Wichita Registration Link](#)
- Topeka Sept. 5, 2025 - [Topeka Registration Link](#)



Contact Information



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State Performance Plan Indicator 13



Indicator 13 Secondary Transition



- Initial Data Collection window will close on May 28th, 2025
- Random Data Verification window will open June 3rd, 2025, and close on June 17th, 2025.
- Potential Noncompliance data verification window will open June 24, 2025 and close on July 8, 2025.

Resources:

- 2024 Secondary Transition Workshop information
<https://ksdetasn.org/resources/4027>

Contact Information



Stacie Martin

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Kansas DeafBlind Fund 2024-2025

Process

- Kansas is the only state with a special fund appropriated by the legislature to support students (birth - 21) who are DeafBlind in their educational programs. KSDE administers this fund and provides up to \$4,500 per student until the fund is depleted.
- Approval for funding is granted when costs *exceed* the amount districts are able to provide from local and state categorical funds.
- Applicants must be certified with the Deaf Blind Project Census.

Result

- 99 applications received
- 58 applications processed
- 3 pending invoices
- Reimbursement window closes May 15, 2024
- April 1, 2024, application window opened for next year
- KDHE has a KGMS program which is different than the KSDE KGMS program.

Contact Information



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Monthly Update - March 2025

E-mail Communications

3/6 KASEA Monthly Update
Dr. Lena Kisner, President

3/18 KASEA Update: CEC Membership &
Gen Ed Admin Award Nominations
Dr. Lena Kisner, President



Resources

[KSDE Fiscal File Review Self-Assessment Supplement](#)

[What Schools Can Do to Prepare Students with Disabilities for College](#)

[Zirkel Legal Update](#)

Connecting with KASEA is coming up **April 16th at 12:00**. At this session, you will learn about free training in the [Good Behavior Game](#). There are options for early childhood, elementary, and secondary. The [free training](#) includes free materials! Dr. Crista Grimwood will also be joining us to provide specific guidance related to writing proposed resolutions.

The next KIAS Stakeholder Committee meeting is April 24th. KSDE is seeking feedback from the regions regarding the agenda. Please review the [agenda](#) in your region meetings.

The KASEA Advocacy Committee encourages you to check the [committee notes](#) to follow along with the work of the Committee and our partners.

The Kansas Speech-Language Hearing Association (KSHA) is requesting input from special education directors. Please consider completing their survey. Here is the request from KSHA Executive Director Susie Ternes, AuD, CCC-A. "KSHA is hoping to be able to pass legislation that would allow licensure for SLP Assistants. We need some input from SPED Directors statewide. I know we have discussed this with KASEA in the past, but are needing some current insight to guide our task force and provide some data on SLPs and shortages, etc. so we can bring that info to legislators when it's time." The deadline to complete the [survey](#) is April 21st.

KASEA & Friends Calendar

Promoting Independence and Reducing the Reliance on 1:1 Paraprofessionals

4/9/25 12:00-11:00 (Free for CASE members)

Connecting with KASEA

4/16/25 12:00-1:00

USA-KS Uniting Leaders Conference

5/28-30/25 Wichita

FY 2026 MIS Workshop

6/24/25 1:00-4:00 Wichita

SETS Leadership Conference

6/25-26/25 Wichita

CASE Conference 2025

November 5-7, 2025

Oklahoma City, OK

Tri-State Law Conference 2025

November 13-14, 2025

Omaha, NE

Thank you for Joining us today!!!

Next webinar is scheduled May 9th, 2025

KSDE SETS Leadership Conference June 25-26: [Register Here](#)

MIS Workshop June 24th: [Register Here](#)

