

# FROM THE DIRECTOR

## INDIANA OFFICE OF SPECIAL EDUCATION UPDATES

November 20, 2017

*Dear Colleagues:*

The Office of Special Education and the Finance Office have been closely monitoring the use of the Special Education Excess Cost (SEEC) funds this year. Until the 2016-17 School Year, the Department of Education was able to process all applications without exceeding the state funds appropriated under IC 20-35-6-2. Last school year, the appropriated amount was exceeded and we anticipate exceeding the appropriation for the current school year as well. Although federal discretionary funds were available to support the overage last year, a recent reduction in the FY2018 federal grant, coupled with the significant increase in the number of applications and cost of services, limits DOE's ability to continue to fund applications at the same level as in past years.

A group of stakeholders from local school corporations met this summer to discuss possible changes to the SEEC process. Prior to determining next steps, the stakeholder group provided the DOE with input on possible changes to allowable SEEC costs. Their feedback was solicited again as it became clear that the funding level for 2017-18 would not be sufficient to support all of the allowable costs that have been supported in the past. From their feedback, a plan has been developed to cut costs while keeping the priorities of school corporations in mind.

Applications that have been approved and contracts that have been executed will not be affected by these changes and payments on invoices will continue. For applications currently in review or received in our office between now and December 1, contract end dates will be adjusted for any request for funding of services that are no longer allowable. The details of the change in allowable costs will be posted on the Special Education Administrator Community on Learning Connections, on SAMS and PAMS and on the special education page of the DOE website. The new parameters will apply to all applications received on or after December 1.

As a reminder, application approval emails are sent prior to contract creation. When you receive an approval letter, please remember it is your responsibility to carefully review the budget attached to the approval. If there are errors in the budget, you must notify our office immediately. Once the contract is signed, we have limited ability to make a change and we only are able to approve an invoice if the costs incurred match the approved budget.

Please remember that funding is never guaranteed and is not a topic for case conference committee discussion. No decisions about services should be based on whether DOE is able to help schools with funding.

We understand that these changes may require adjustments in your Part B grants in order to pay for services that may not have been originally included in your Part B applications. If you need assistance with modifications, please contact [partbgrants@doe.in.gov](mailto:partbgrants@doe.in.gov). Thanks for all you do. Sincerely, Pam



**Dr. Pamela Wright**

*Director of the Office of  
Special Education, IDOE*

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### OSE Vision Statement

*Every student, including those with disabilities, is held to high expectations and has equitable access to educational opportunities that enrich lives and prepare students for future success.*

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**FROM THE DIRECTOR**

**OSE NEWS YOU CAN USE**

**Short Share-[ESSA Reflections with Dr. Moore](#)**

A group of stakeholders worked with the Office of Special Education to develop a framework for improving outcomes for all students, including those with disabilities. One of our stakeholders, Dr. Michelle Moore, the superintendent from Martinsville, agreed to share her thoughts about raising expectations. We'd like to thank her for taking time out of her busy schedule to [share her point of view](#).

**General Diploma Waiver**

A waiver request has been created and submitted to the USDOE in order for the general diploma to be included in the federal graduation rate calculation. The public comment period closes December 2. Please review the [waiver](#) and encourage your staff to submit a comment.

**Early Childhood Quarterly Newsletter**

[What's Happening](#), the quarterly newsletter of the Indiana Institute's Early Childhood Center, features three initiatives in their November issue focusing on inclusive preschool services around the state, research-based practices and information on a training opportunity related to effective home visiting practices, and Indiana's new family assessment tool designed to highlight the priorities of First Steps families. [Click](#) to subscribe.

**Certificate of Completion Resources**

There has been a flurry of training on the changes to the Certificate of Completion over the last few months. School counselors, transition teachers, and special education administrators have attended various sessions where the revisions were detailed. Presentations have been given to the State Board of Education, ICASE, INSOURCE, and the ARC, just to name a few. Articles have been published in various newsletters, including the Principal's Association. There is a "Coffee Talk" detailing the changes. A survey was done a few months ago, asking practitioners for their thoughts on the strengths of the COC changes, the considerations that DOE needed to take into account as the revisions were implemented and for recommendations on how to distribute information on the COC. The core COC stakeholder group has reviewed the input and have met many times to discuss and plan for the implementation of the revisions, beginning with the freshman cohort in the school year 18/19. Please visit the DOE Student Assistance website <https://www.doe.in.gov/student-services/student-assistance/coc> to review the resources available. This website will be updated as more resources are developed. We would like to thank Project SUCCESS staff Amy Howie, Meredith Keedy-Merk, and Ashely Quick for their assistance on the COC project and Amanda Culhan, IDOE Student Services, for spreading the word to teachers and guidance counselors across the state.

Some of the resources currently available on both the OSE and Student Assistance websites include:

[2017-9-7 FINAL Certificate of Completion Course of Study](#)

[2017-9-15 DRAFT Applied Course Descriptions](#)

[Certificate of Completion Spread the Word](#)

[Coffee Talk 1—Certificate of Completion](#)

[Frequently Asked Questions Certificate of Completion](#)



## FROM THE DIRECTOR

### Meet the OSE



**Tracy Bruner**  
Part B Grants  
& Medicaid Specialist  
317-232-6988



**Sarah Fields**  
Part B Excess Costs &  
Grants Specialist  
317-232-9138



**Robin Parker**  
Part B Contract Manager  
& Grant Support  
317-232-0864



**Susan Reimlinger**  
Excess Cost Lead  
317-232-0565



**Leslie Sharp**  
Part B Grants  
Support Specialist  
317-234-6986



**Jennifer Thompson**  
Lead Part B  
Grant Specialist  
317-234-1002



**Trennie Waddell**  
Excess Cost  
Support Specialist  
317-232-0585



## FISCAL TEAM

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**FROM THE DIRECTOR**

<p><b>USDOE NEWS YOU CAN USE</b></p>
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**OSEP Newsletter**

***Are you a special education news junkie?***

In addition to the OSE newsletter, we want to make you aware of the U.S. Office of Special Education Programs (OSEP) Newsletter, which is published each month by the United States Department of Education (USDOE) and sent out by e-mail.

Here is what you will find in the October 2017 issue, available in pdf format [here](#).

- [TOP NEWS: Awareness Months; We're Celebrating and Elevating Your Stories!](#)
- [INSIDE OSEP: Ruth's Report](#)
- [RESULTS DRIVEN ACCOUNTABILITY: State Performance Plans and Reports, Engagement Levels Coming Soon](#)
- [EARLY CHILDHOOD CHECK-IN: ED's New Pay For Success Tool Kit](#)
- [GRANTS UPDATE: OSEP's New Investments](#)
- [RESOURCES FOR YOU: Spotlight on OSEP Projects for Youth Transition and Employment Services](#)
- [COLLABORATION CORNER: OSEP Partners Across the Department](#)
- [VOICES FROM THE FIELD: Lillian Durán, National Center on Improving Literacy](#)

<p>IF YOU KNOW SOMEONE WHO WOULD LIKE TO SUBSCRIBE TO THE OSEP NEWSLETTER, ENCOURAGE THEM TO <a href="#">SIGN UP HERE!</a></p> <p>THIS LINK WILL ALSO ALLOW SUBSCRIBERS TO <a href="#">MANAGE THEIR SUBSCRIBER SETTINGS</a>.</p>
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**Invitation to Strengthen Education and Workforce  
Development Services for Justice-Involved Young Adults**

Community partnerships (including LEAs as a requisite partner) are being sought for a USDOE supported, **FREE** technical assistance initiative focused on improving the outcomes of justice-involved young adults (ages 16-24) by connecting them with career and technical education (CTE), workforce development, and special education services.

For more information, please review this one-page [Invitation Notice](#). The deadline for expressing interest in this initiative is November 21, 2017. Eligible parties will be notified by phone for more information about the next steps for completing an application.

## FROM THE DIRECTOR

### School-Based Medicaid

# IndianaMAC

The deadline for new LEAs to sign up and participate in the January-March 2018 claim is December 15, 2017.

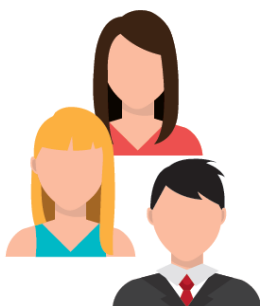
- **Sign Up Today**
- to participate in the
- next academic quarter

With Indiana Medicaid Administrative Claiming (IndianaMAC), Local Education Agencies (LEAs) will recover federal funds for activities that school staff **ALREADY** perform!



## \$7.45

LEAs recover about \$7.45 annually for every student.<sup>1</sup>



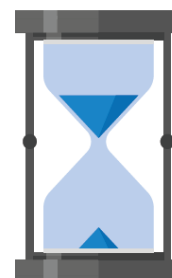
## 141

Currently, 141 LEAs participate in IndianaMAC.



## \$19.2 Million

Participating LEAs have received \$19.2 Million in unrestricted federal funds over the last five years.



## 3-4 Hours

LEAs spend an average of 3-4 hours *per quarter* on MAC program coordination.

<sup>1</sup> Based on an average LEA Medicaid Eligibility Rate (MER) of 36%; an LEA could receive more or less per student, depending on the MER, the number of staff performing reimbursable administrative activities and other factors. PCG can provide a more precise estimate upon request.

**Contact PCG today to join IndianaMAC or for more information.**



[inmac@pcgus.com](mailto:inmac@pcgus.com)



(877) 427-3694, option 3

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**FROM THE DIRECTOR**

<b>ASSESSMENT UPDATE</b>
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**Graduation Pathways**

The State Board convened a committee this fall to consider the pathways for graduation. Access to recent versions is available on this site: <http://www.in.gov/sboe/2486.htm>. Comments can be sent to [gradpathways\\_comment@sboe.in.gov](mailto:gradpathways_comment@sboe.in.gov) in relationship to these options. Your input must be submitted and received by December 2nd, 2017.

**Guidance on using Speech to Text devices for ISTEP+ and ECAs**

In response to questions regarding the use of speech to text devices and apps on state assessments, guidance has been created. Please review and share with your staff this [“Guidance on using Speech to Text devices” memo](#).

**ISTEP+****ISTEP+ Additional Scoring Notes for Spring 2016 Open-Ended Items**

Additional scoring notes for Grade 3-8 Math, Science, and Social Studies items that originally appeared in the Spring 2016 released scoring notes have been posted. These new resources may be found in the “Released Part 1 Applied Skills (open-ended) Items and Scoring Notes” section on the DOE Assessment [website](#). Please share this information with educators.

**ISTEP+ Part 1 Math and ELA Videos – Share with Educators!**

The content team has created videos to help support educators as they prepare students to respond to math and ELA items that appear on the online ISTEP+ Part 1 Assessment. Steps for completing items, showing work, modeling responses, sample scoring, and more information are included in these videos. Please visit the “Content-Specific Resources” from the dropdown menu on the DOE Assessment [website](#) and select either the “Math” or “ELA” tabs to access each video and accompanying PowerPoint slide. Send questions to [inassessment@doe.in.gov](mailto:inassessment@doe.in.gov).

**NEW! ISTEP+ Part 1 Rubric and Scoring Training for High School**

In response to questions regarding the scoring of Part 1 items, several online courses have been created which provide specific scoring information for ISTEP+ Part 1. These 45-minute trainings are provided for current Indiana educators only, and the content is secure. The courses will:

1. explain the process for scoring open-ended items;
2. give examples of student responses from a range of score points;
3. provide scoring notes to clarify what is expected of students; and
4. provide opportunities for participants to practice scoring student responses based on the current rubrics.

Please contact your Corporation Test Coordinator for the access codes.

*Continued on next page...*

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**FROM THE DIRECTOR**

**ASSESSMENT UPDATE**

*Continued from page 6*

## **ISTAR**

### **Questar EAS Secure Browser**

Questar Assessment Inc. released new versions of the EAS secure browsers effective October 30, 2017. Links to the new secure browsers are available on the EAS homepage. Please uninstall previous versions of the Windows and Mac secure browsers, and ensure all student workstations are updated to the most recent versions prior to the testing window. CTCs who need assistance with access to the EAS Admin or have questions regarding the uninstall/install process may contact Questar Customer Support at (877) 424-0322 or [ecasupport@questarai.com](mailto:ecasupport@questarai.com).

### **Indiana Department of Education Releases RFP for Alternate Assessment**

The Indiana Department of Education (IDOE) released the request for proposal (RFP) for the Alternate Assessment that will be administered beginning in the 2018-19 school year. RFP submissions will be received through 3:00 P.M. (ET) on December 8, 2017.

The mission of this assessment RFP is to secure a qualified testing vendor to develop and administer Indiana's alternate assessment. The selected testing vendor will be responsible for the successful delivery of the alternate assessment, alignment of the assessment to Indiana Academic Standards, and development of test blueprints and resources critical to the assessment. These initial steps will occur within the first few months of the Alternate Assessment contract, and educators will be recruited to ensure alignment of the assessment to priorities of daily instruction. Representatives from IDOE, the State Board of Education, and nominated school corporation participants will review and evaluate proposals in early winter.

For more information regarding RFP submission, please visit: <http://www.in.gov/idoa/proc/bids/RFS-18-029/>

### **ISTAR 2016-17 Data**

ISTAR 2016-17 data is now posted to [COMPASS](#).

## **ECA**

### **ECA Manuals Available**

The online versions of the ECA manuals are available in EAS. If you have any questions, contact the ECA Helpdesk at 877-424-0322 or [ecasupport@questarai.com](mailto:ecasupport@questarai.com). The Winter ECA Test Window is November 28 through December 15.

## **IREAD-3**

### **Spring & Summer 2017 IREAD-3 Results Now Available – Embargo Lifted**

Final statewide results are now posted in [DOE Compass](#), and the embargo is now lifted.

## **WIDA**

### **ACCESS for ELLs 2.0 Technology Resources – WIDA AMS Memo**

Please review the [memo from DRC](#) regarding key updates and enhancements for WIDA online testing this year. Included is information regarding software updates, Device Toolkit enhancements, new whitelisting information, INSIGHT Secure Browser update, and steps to prepare for the online assessment.

### **WIDA Survey**

The Department seeks confirmation of the cut-scores associated with the English Language Proficiency assessment, both in terms of values associated with the particular cuts and the provision of services to students. Please read this [WIDA memo](#) and complete [the survey](#) no later than November 30, 2017.

## FROM THE DIRECTOR

INDIANA RESOURCE NETWORK



FOCUS ON ISMHI

### [Indiana School Mental Health Initiative at Indiana University \(ISMHI\)](#)

**Vision:** to ensure all of Indiana's students, including those with disabilities, are socially, emotionally, and mentally healthy so they are ready to learn and can achieve to their full potential.

**Mission:** to build local capacity by providing resources and training with the goal of supporting schools and their community partners as they work together to address the social, emotional, behavioral, and mental health needs of Indiana's students.

For more information contact Cathy Pratt, Ph.D., BCBA-D, director, [prattc@indiana.edu](mailto:prattc@indiana.edu).

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The Indiana School Mental Health Initiative (ISMHI) reached out to some national resource centers to see if they might have some guidance on how schools are incorporating social emotional learning (SEL)/mental health into IEPs. The Collaborative for Academic, Social and Emotional Learning (CASEL) responded that... "IEP goals very often are framed around the kinds of skills and competencies articulated in the [CASEL Wheel](#). As such, incorporating SEL into IEPs might simply be to acknowledge that this is the case." In addition, **here are some resources** from IL (the first state in the country to develop K-12 SEL standards in 2004) and Oakland (which is a partnering district in the CASEL Collaborating District Initiative):

- Illinois State Board of Education - [Developing Meaningful IEPs and Utilizing the New Illinois Learning Standards PowerPoint Presentation](#) - August 2015 (pp32-37) includes a brief recommendation for writing IEPs by referring to the IL SE competencies and translating them to the needs of a given student.
- [Oakland's 2015-16 Academic, Social and Emotional Learning Guidance Document](#) (available through the DRC) includes Students of Special Needs as one of the 'diverse learners' they serve within their equity orientation. The plan includes links to their [Programs for Exceptional Children roadmap](#) (page 7 illustrates their priorities and orients how special education efforts can be coordinated with SEL in mind).
- An article from [Greater Good](#)

Also, here is another resource from the American Youth Policy Form that also might provide some guidance: <http://www.aypf.org/resources/sel-special-populations/>

For more information or dialogue please contact Cathy Pratt, [prattc@indiana.edu](mailto:prattc@indiana.edu) or Christy Gauss, [jcgauss@indiana.edu](mailto:jcgauss@indiana.edu).

### School Mental Health Quality Improvement Spotlight

IDOE's System of Care efforts were highlighted in the Center for School Mental Health's [newsletter](#). Indiana is one of 8 states that applied for and received technical assistance from [CSMH](#). The Office of Special Education and Office of Student Services have teamed up to work with the Indiana School Mental Health Initiative ([ISMHI](#)) to encourage schools and districts to use the School Health Assessment and Performance Evaluation System ([SHAPE System](#)) to advance a data-driven mental health team process in addition to accessing free, targeted resources to advance school mental health quality and sustainability. The School Mental Health Quality Improvement Spotlight can be viewed [here](#). Feel free to reach out to Christy Gauss, [jcgauss@indiana.edu](mailto:jcgauss@indiana.edu), Kristan Sievers-Coffer, [ksievers@doe.in.gov](mailto:ksievers@doe.in.gov), or Jeff Wittman, [jwittman@doe.in.gov](mailto:jwittman@doe.in.gov) if you'd like more information.

## FROM THE DIRECTOR

## IRN TRAINING OPPORTUNITIES



LATE FALL / WINTER

Here are the upcoming training sessions currently offered by several of our IRN partners:

2017	November 21	<a href="#">ISMHI</a>	Addressing the Social, Emotional, Behavioral Health Needs of Our Students @ Indianapolis
2017	November 29	<a href="#">IEPRC</a>	Co-Teaching @ Indianapolis
2017	November 30	<a href="#">IEPRC</a>	Developing Behavior Intervention Plans @ Indianapolis
2017	November 30	<a href="#">ISMHI</a>	Dr. Emily Rubin
2018	January 10	<a href="#">IEPRC</a>	Facilitating Effective Case Conference Committee Meetings @ Indianapolis
2018	January 11	<a href="#">IEPRC</a>	Educational Evaluation Report Feature of Indiana IEP @ Indianapolis
2018	January 11	<a href="#">IEPRC</a>	Processes and Considerations for Reevaluations @ Indianapolis
2018	January 12	<a href="#">IEPRC</a>	Indiana IEP for Administrators @ Indianapolis
2018	January 12	<a href="#">ISMHI</a>	Addressing the Social, Emotional, Behavioral Health Needs of Our Students @ Crown Point
2018	January 16	<a href="#">IEPRC</a>	Indiana IEP Walkthrough @ Indianapolis
2018	January 17	<a href="#">IEPRC</a>	Multi-Tiered System of Support @ Indianapolis
2018	January 25	<a href="#">IEPRC</a>	Developing Behavior Intervention Plans @ Indianapolis

### [Indiana IEP Translation Celebration](#)

Since October 6, 2017, **88 school corporations** have used the new translation feature, and nearly **700 students' families** have been provided access to a fully translated IEP! Thus far, IEPs have been translated into Spanish, German, and Vietnamese. Our next language release is scheduled to include French and Russian. To those of you who have used the feature, please continue to do so; to those who have not, please do.

### UPCOMING DATES & DEADLINES

Additional Pupil Count / Special Education Preschool Count ..... **December 1**  
 INMAC deadline for LEAs to sign up to participate in January –March 2018 claim for funds.... **December 15**  
 Final day to request reimbursement for FY2016 Part B Grants ..... **December 15**

For Assistance at any time please contact:  
 Special Education General Call Line: 317-232-0570  
 email: [specialeducation@doe.in.gov](mailto:specialeducation@doe.in.gov)