

Program Improvement Updates

Disproportionality Workbooks due May 1st from Identified LEAs

Local Education Agencies (LEAs) identified as having disproportionality or significant disproportionality by race/ethnicity concerning the identification, placement, and/or discipline of students with IEPs were notified via email on September 9, 2024, and via the Education Grants Management System (EGMS) on November 14, 2024. The email notification and EGMS application included the Disproportionality Workbook, which is required to be completed and submitted via EGMS **no later than May 1, 2025**.

The Disproportionality Workbook includes an LEA self-review of policies, procedures, and practices; identification of potential root cause(s) for the disproportionality; and the steps the LEA is taking to address the disproportionality. For LEAs identified as having significant disproportionality, the Workbook includes the LEA's plan for implementing Comprehensive Coordinated Early Intervening Services (CCEIS) using 15% of the LEA's federal IDEA funds. LEAs that are not identified as having significant disproportionality could voluntarily choose to use up to 15% of federal IDEA funds to provide Coordinated Early Intervening Services (CEIS) using the template provided in the Disproportionality Workbook.

If you are unsure whether your LEA is required to complete the Disproportionality Workbook, you can check EGMS by going to "Monitoring" (on the top menu), then "Special Education Program Review" (under the Activities section in the left-hand menu).

If you have any questions about the Disproportionality Workbook, please contact the [WISM team](#) or join our weekly office hours (see below).

OSPI Special Education Data, Fiscal, and Program Office Hours

Please join us if you have questions or would like to talk about any topics related to Data, Fiscal, or Program Improvement, including, but not limited to:

- Data reporting (e.g., federal special education reports, CEDARS, EDS applications, etc.);
- Correction of non-compliance (EGMS Form Package 442);
- Disproportionality and significant disproportionality;
- Coordinated Early Intervening Services (CEIS) and Comprehensive Coordinated Early Intervening Services (CCEIS);
- WISM Systems Analysis reviews (including onsite visits, desk reviews, and self-assessments);
- The new Secondary Transition IEP Components report (Indicator B-13);
- How to access program reviews in EGMS; and
- Annual determinations (including Technical Assistance Reviews (TARs)).



[Special Education Data, Fiscal, and Program office hours](#) are held via Zoom at 1–1:30 pm every Wednesday. During these office hours, participants can chat about current issues and ask questions. Breakout rooms will be available as needed for discussions on specific topics.

If you have any questions regarding the Special Education Data, Fiscal, and Program office hours, please contact the [WISM team](#) or the [Special Education Data team](#).

Upcoming Changes to the Annual IDEA Determinations and the Correction of Non-Compliance (EGMS Form Package 442) – Repeat

The November 1, 2024, annual determination notifications sent to all superintendents, special education directors, and ESD special education administrators in the state, included a description of upcoming changes to the determination calculation process. These also affect the correction of non-compliance (EGMS Form Package 442). Below is a summary of those upcoming changes:

Secondary IEP Transition Components Report (due annually June 30th):

- Beginning with the **2024–25 Determinations** (to be issued November 2025), the LEA's performance on Criteria 4.1 (Indicator B-13) will be based on the results of the LEA's annual Secondary IEP Transition Components report. In order to meet requirements for Indicator B-13 on the annual determinations, the LEA must show compliance of 90% or higher on the Secondary IEP Transition Components report, beginning with the report due June 30, 2025.
- Beginning with the **2025–26 Correction of Non-Compliance** (EGMS Form Package 442), LEAs that are not at 100% compliance on the Secondary IEP Transition Components report will be required to address the non-compliance in the Form Package 442. This means that any non-compliance identified on the report due June 30, 2025, will be subject to correction.
- Beginning with the **2025–26 Determinations** (to be issued November 2026), Criteria 3 (Timely and Accurate Data) will include the Secondary IEP Transition Components report. This means that the timeliness of the June 30, 2026, report will be part of the LEA's Determination level calculation.

Excess Cost Report:

- The Excess Cost Report, due annually on February 28th, was added to the annual Determinations last year (2023–24). Beginning in the 2024–25 school year, the Excess Cost Report will also be part of the **Correction of Non-Compliance** (Form Package 442). This means that LEAs who are late in submitting the Excess Cost Report, due February 28, 2025, will be required to complete a Form Package 442 in 2025–26 to address the late reporting.

If you have any questions about the LEA determination process or the correction of non-compliance, contact the [WISM team](#).