



Building Capacity for High-Quality *IDEA* Data



IDC Interactive Institutes on High-Quality Part B Data

In collaboration with **CIFR, CIID, & NTACT**

Data Mining Section 618 Data to Prepare the APR

Kansas City, MO – May 10-11, 2016

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Savannah, GA – June 1-2, 2016

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During this session, we will...

- Review the definition of Section 618 data
- Review which APR indicators use Section 618 data as the basis for measurement
- Examine a method for taking a deeper look at data submitted via *EDFacts*

What is IDEA Section 618 data?

Section 618 of the *Individuals with Disabilities Education Act* (IDEA) requires that each state submit data about children with disabilities, ages 3 through 21, who receive special education and related services under Part B of IDEA.

What is IDEA Section 618 data? (con't)

There are eight Part B data collections authorized under the *Individuals with Disabilities Education Act (IDEA) Section 618*

Part B Data Collections	
Child Count	Discipline
Education Environments	Assessment
Exiting	Personnel
Dispute Resolution	MOE/CEIS

Part B APR Indicator Measurements Using 618 Data Reported Via *EDFacts*

- Indicator 2 (Measurement Option 1) – Dropout
- Indicator 3 – Statewide Assessment
- Indicator 4 – Suspension/Expulsion
- Indicator 5 – LRE Placement
- Indicator 6 – Early Childhood Settings
- Indicator 9 – Disproportionate Representation in Special Education
- Indicator 10 – Disproportionate Representation in Specific Disability Categories

Part B – Indicator 2

Measurement – Option 1:

- Use the count in the Dropped Out exit category as the numerator. Include in the denominator the following exiting categories: (a) graduated with a regular high school diploma, (b) received a certificate, (c) reached maximum age, (d) dropped out, and (e) died
- Do not include in the denominator the number of youths with IEPs who exited special education due to: (a) transferring to regular education or (b) who moved, but are known to be continuing in education

Part B – Indicator 3

Participation and performance of children with IEPs on statewide assessments (20 U.S.C. 1416 (a)(3)(A))

File specifications:

- C175 – Academic Achievement in Mathematics
- C178 – Academic Achievement in Reading (Language Arts)
- C185 – Assessment Participation in Mathematics
- C188 – Assessment Participation in Reading (Language Arts)

Please note: C004 – Children With Disabilities Not Participating in Assessments – optional for 2015-16 assessment data reporting and will no longer be required after the 2015-2016 school year

Part B – Indicator 4

Rates of suspension and expulsion

To determine if significant discrepancies are occurring in the rate of long-term suspensions and expulsions of children with disabilities (20 U.S.C. 1416(a)(3)(A); 1412(a)(22))

Data Source:

- Data collected under section 618 of *IDEA* file specifications:
 - C006—Children with Disabilities (*IDEA*) Suspensions/Expulsions,
 - C088—Children with Disabilities (*IDEA*) Disciplinary Removals, and
 - C143—Children with Disabilities (*IDEA*) Total Disciplinary Removals

Part B – Indicator 4 (cont'd)

- State's examination of data must include one of the following comparisons:
 - **The rates of suspensions and expulsions for *children with IEPs* among LEAs with the state or**
 - **The rates of suspension and expulsions for *children with IEPs* to *nondisabled children* within the LEA**
- TA around calculating Indicators 4A and 4B is included in *Measuring Significant Discrepancy: An Indicator B4 Technical Assistance Guide*, which can be found at <http://www.ideadata.org>

Part B – Indicator 5

Percent of children with IEPs by educational environment (children 6-21) (20 U.S.C. 1416(a)(3)(A))

Data Source:

- A. Data for this indicator must come from states' *IDEA* child count and educational environments file specification C002
- B. Sampling from states' 618 data is not allowed
- C. If the data reported in this indicator are not the same as the state's 618 data, the difference must be explained

Part B – Indicator 6

Percent of children ages 3 through 5 with IEPs by educational environment

Data Source:

- Data collected under section 618 of *IDEA* using *EDFacts* file specification C089
- A detailed B6 Reporting Tools Guide, highlighting the 618 data collection and related SPP/APR Indicator B6 is available on the *IDEA* Data Center site at:
<http://www.ideadata.org>

Part B – Indicators B9 and B10

Percent of districts with disproportionate representation of racial and ethnic groups in special education and related services and specific disability categories due to inappropriate identification

(20 U.S.C. 1416(a)(3)(C))

Data Source:

- *IDEA* section 618 file specification C002 - Children with Disabilities (*IDEA*) School Age

Part B Section 618 Data and EDFacts Files/EMAPS

- Part B Section 618 data are submitted to the U. S. Department of Education via EDFacts file submissions and EDFacts Metadata and Process System (EMAPS) data entry
- Part B data are submitted at the state and local education agency (LEA) levels
- Part B Ages 6-21 Child Count data are also submitted at the school building level

The Relationship Between Part B APR Indicators and IDEA ED*Facts* Files/*EMAPS*

APR Indicator	ED <i>Facts</i> file or <i>EMAPS</i> entry
Ind 2 Dropout	C009 Children with Disabilities (IDEA) Exiting Special Ed
Ind 3 Assessment	C175 Academic Achievement in Mathematics C178 Academic Achievement in Reading (Language Arts) C185 Assessment Participation in Mathematics C188 Assessment Participation in Reading/Language Arts • AYP or AMO status for children with disabilities subgroup
Ind 4 Suspension/ Expulsion	C006 Children with Disabilities (IDEA) Suspensions/Expulsions
Ind 5 LRE Placement	C002 Children with Disabilities (IDEA) School Age
Ind 6 EC Settings	C089 Children with Disabilities (IDEA) Early Childhood
Ind 9 and 10 Disproportionality	C002 Children with Disabilities (IDEA) School Age
Ind 15 and 16 Dispute Resolution	<i>EMAPS</i> Dispute Resolution

IDEA Part B ED*Facts* Files

- Most states submit their ED*Facts* files in comma separate value (.csv) format, very few use fixed (.txt), tab delimited, or XML.
- Data in the ED*Facts* files are not set up in a “visually friendly” format.
- To set up the files in Excel for sorting and using pivot tables, column headers must be added.
- The following examples of data mining are based on the use of IDEA Part B ED*Facts* files, not the underlying student level data.

One Method for Data Mining IDEA Part B ED*Facts* Files

The Relationship Between Part B APR Indicators and *EDFacts* Files/*EMAPS*

Prepopulated into OSEP GRADS360 from <i>EDFacts</i>	Dependent on Data Used in <i>EDFacts</i> Files or <i>EMAPS</i>	<u>Not</u> Dependent on Data Used in <i>EDFacts</i> Files or <i>EMAPS</i>
1	3A	7
2	4A	8
3B	4B	11
3C	9	12
5	10	13
6	(17?)	14
15		
16		

Adding Column Headers to IDEA Part B *EDFacts* Files in Excel

- Use the column headers available in the *EDFacts* file specification document for each file at
<http://www2.ed.gov/about/inits/ed/edfacts/file-specifications.html>
- Transpose them! Adjust them!
- Copy the corresponding column headers into the first row of the selected *EDFacts* file.
- Select and align data for comparison.
- Now you are ready to use pivot tables to compare data and do some data mining.

Handout

*Handout from IDC Interactive Institute 2016 – Day 2 Early Bird Session (K1)
Data Mining Section 618 Data to Prepare the APR*

Steps to Add Column Headers to EDFacts Files

1. Go to <http://www2.ed.gov/about/inits/ed/edfacts/index.html>
2. Click on EDFacts Submission System (ESS) File Specifications
3. Select the school year
4. Click the link for the EDFacts file specification you want to work with
5. In the EDFacts file specification, scroll to Table 4.2–1: Data Records
6. Use your cursor to select the entire first column of Table 4.2–1
7. Open a new worksheet in Excel, paste the column from step 6 in the first column of the worksheet, then click copy
8. Select worksheet cell B1, then use Special Paste and click on the checkbox beside Transpose to paste and transpose the first column of Table 4.2–1 into the first row of the Excel worksheet
9. Remove the extraneous text, leaving only the actual column names
[Or skip steps 1-9 and email terry.long@sped-data.com for a copy of the column headers. 😊]
10. Open the corresponding EDFacts file and insert two rows between the EDFacts file header and the first row of data
11. Copy and paste the column names into the corresponding EDFacts file in the row immediately above the first row of data

Now, you are ready to use sort, filter, pivot table, pivot chart, and/or slicer functionality to analyze the

Adding Column Headers to IDEA Part B ED*Facts* Files in Excel (cont'd)

The screenshot shows a web browser window with the URL www2.ed.gov/about/inits/ed/edfacts/index.html. The page features a navigation menu with 'Student Loans', 'Grants', and 'Laws'. Below the menu, there is a section titled 'ABOUT ED / INITIATIVES' with a sub-section 'The ED*Facts* System'. A large orange arrow points from the left to the 'ED*Facts* System Documentation' link in the main content area. Another orange arrow points from the left to the 'ED*Facts* System Documentation' link in the 'ED*Facts* System Documentation' section at the bottom of the page. The main content area lists several documents:

- ED*Facts* Submission System (ESS) File Specifications
- ED*Facts* Data Set Reference Book (SYs 2013-14, 2014-15, and 2015-16) Word
- ED*Facts* Business Rules Guide
- ESS Release Notes

At the bottom of the page, there is a section titled 'ED*Facts* System Documentation' with a sub-section 'System (DMS) users)' and a list of documents:

- ED*Facts* Submission System (ESS) File Specifications
- ED*Facts* Data Set Reference Book (SYs 2013-14, 2014-15, and 2015-16) Word
- ED*Facts* Business Rules Guide

Adding Column Headers to IDEA Part B EDFacts Files in Excel (cont'd)

4.2 Data Record Definition

Data records are required and immediately follow the header record in every file submitted to the ESS. Data records provide counts for the specified category sets, subtotals, and education unit totals.

Table 4.2-1: Data Records

Data Element Name	Start Position	Length	Type	Pop	Definition / Comments	Permitted Values Abbreviations
File Record Number					Number assigned by user, unique to each row in file.	
DG559 State Code					American National Standards Institute (ANSI) code for the District of Columbia, and the states and freely associated territories of the United States.	For a list of valid State Codes, refer to the EDFacts Workbook.
DG570 State Agency Number			String	M	A number used to uniquely identify state agencies. This ID cannot be updated through this file.	01 – State Education Agency
DG4 State LEA Identifier	15	14	String	M	The identifier assigned to a local education agency (LEA) by the state education agency (SEA). Also	SEA level – Blank

Use your cursor to select the entire first column of Table 4.2-1, right click your mouse, and copy.

Adding Column Headers to IDEA Part B ED*Facts* Files in Excel (cont'd)

The screenshot displays the Microsoft Excel interface with the following data in the spreadsheet:

	A	B	C	D	E	F	G	H	I
1	Data Element Name	File Record Number	State Code	State Agency Number	DG4	State LEA	Table Name		Removal Length (Suspensions/Expulsions)
2									
3									
4									
5									
6									
7									
8									

The context menu is open over cell E1, showing the following options:

- Cut
- Copy
- Paste Options:
- Paste Special...
- Insert
- Delete
- Clear Contents
- Format Cells...
- Column Width...

Adding Column Headers to IDEA Part B ED*Facts* Files in Excel (cont'd)

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X
1	LEA CHIL	278634	N002_SC	N002 LEA	2015-2016																			
2																								
3	File Record Number	FIPS State Code	State Agency Number	State LEA Identifier	Filler	Table Name	Filler	Racial Ethnic	Sex (Membership)	Filler	Filler	Filler	Filler	Filler	Filler	Disability Category	Filler	Filler	Age (School Age)	Educational Environment	LEP Status (Both)	Total Indicator	Definition /Comments	Student Count
4	1	97	1	101		IDEADISAB		AS7	F							OHI						N		2
5	2	97	1	101		IDEADISAB		AS7	M							SLD						N		2
6	3	97	1	101		IDEADISAB		MU7	M							OHI						N		2
7	4	97	1	101		IDEADISAB		WH7	F							SLD						N		1
8	5	97	1	101		IDEADISAB		HI7	M							SLD						N		6
9	6	97	1	101		IDEADISAB		WH7	F							EMN						N		2
10	7	97	1	101		IDEADISAB		WH7	F							AUT						N		1
11	8	97	1	101		IDEADISAB		HI7	M							SLD						N		2
12	9	97	1	101		IDEADISAB		HI7	F							MR						N		1
13	10	97	1	101		IDEADISAB		AS7	F							SLI						N		1
14	11	97	1	101		IDEADISAB		WH7	M							SLD						N		3
15	12	97	1	101		IDEADISAB		HI7	M							SLD						N		5
16	13	97	1	101		IDEADISAB		BL7	M							SLD						N		4
17	14	97	1	101		IDEADISAB		BL7	M							SLI						N		2

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Using Excel to Compare Data

- Use the vertical lookup function in Excel to correctly align LEA level data for analysis.
- Use pivot tables, pivot charts, and/or slicers in Excel to dig through your data.
- For more detail about using pivot tables, pivot charts, and/or slicers in Excel, seek help from Excel experts in your office or agency (and don't forget to use YouTube as a resource).

Data Mining Using Excel

- See examples in Excel.
- File name ii16 C002_LEACWDBLIDEA2015-16_example.xlsx

Considerations

- Use caution when analyzing and comparing small counts.
- More robust comparisons can be made if you use data matched by state-level unique student identifier, instead of using the state- and LEA-level data in the *EDFacts* files.
- When combining data from separate LEA-level *EDFacts* files for comparison, make certain you align data correctly by LEA.
- When using PivotTable and PivotChart tools in Excel, pay attention to “(blanks)” and “Total Indicators” in the *EDFacts* files.

Considerations (cont'd)

- When data mining using LEA-level ED*Facts* data, you may want to replace the numeric (or alpha-numeric) codes for each LEA with the name of the LEA, especially when preparing the data for use by stakeholders.
- Data privacy/confidentiality concerns. Mask cells with small counts based on the data masking rules in your state.
- For help with data mining:
 - Experts in your agency or available to your agency
 - IDC State Liaison

Questions?

Contact Information

Your IDC State Liaison

<https://ideadata.org/technical-assistance/>

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For More Information



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<http://ideadata.org/>



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This presentation was supported by a grant from the U.S. Department of Education, #H373Y130002. However, the contents do not necessarily represent the policy of the Department of Education, and you should not assume endorsement by the Federal Government.

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