INTERACTIVE INSTITUTES 2022

BUILDING AND SUSTAINING A CULTURE OF HIGH-QUALITY DATA

On Your Mark, Get Ready, Get Set, Go: Documenting State Data Processes in Preparation for DMS 2.0

June 21–23, 2022

IDC | IDEA DATA CENTER | Collect, Report, Analyze, and Use High-Quality Part B Data

Westat®

Presenters

Nashville, TN - June 6–7, 2022

Susan Hayes, IDEA Data Center
Mary Watson, IDEA Data Center

Virtual - June 21–23, 2022

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Mary Watson, IDEA Data Center
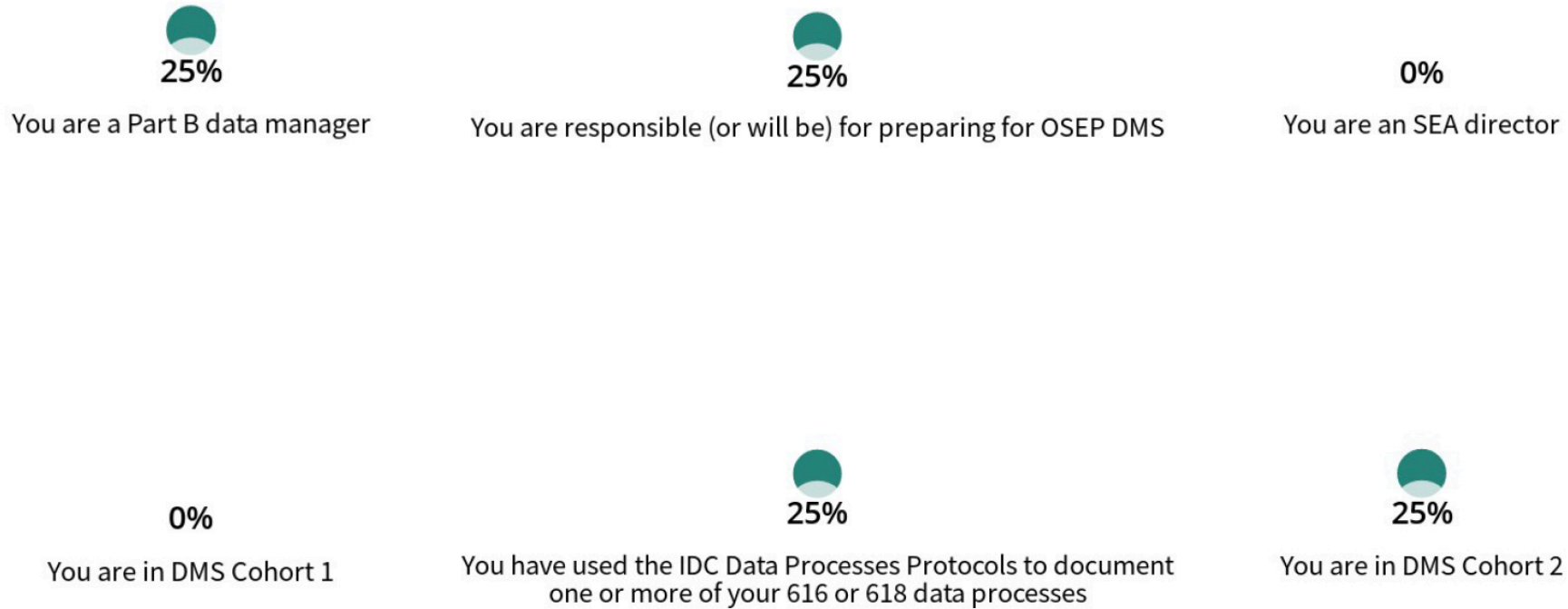
Participant Outcomes

Participants will

- Understand the value of having state data processes documented

- Understand expectations and timelines for OSEP's Differentiated Monitoring and Support (DMS) 2.0

- Learn how documenting data processes using IDC's *SEA Data Processes Toolkit* can support DMS 2.0 preparation efforts

Agenda

- Why document your data processes?
  - Introduction to IDC's *SEA Data Processes Toolkit*
- Overview of OSEP's DMS 2.0 Process
- OSEP DMS 2.0: Focus on data protocol
- Opportunity for reflection and discussion of OSEP DMS data protocol
- Learning from each other!

Who Is In the Room Today? Please choose all that apply to you!

25%
You are a Part B data manager

25%
You are responsible (or will be) for preparing for OSEP DMS

0%
You are an SEA director

0%
You are in DMS Cohort 1

25%
You have used the IDC Data Processes Protocols to document one or more of your 616 or 618 data processes

25%
You are in DMS Cohort 2

Source: Third-party application (Mentimeter).

Why Document Your Data Processes?

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What Is the IDC *SEA Data Processes Toolkit*?

- The *SEA Data Processes Toolkit* is a collection of templates to document all state-level IDEA data collection and reporting procedures and activities.

- The toolkit contains customizable data collection protocols in Word and a calendar for data stewards that provides a map for documenting data processes for the state.

SEA Data Processes Toolkit Components
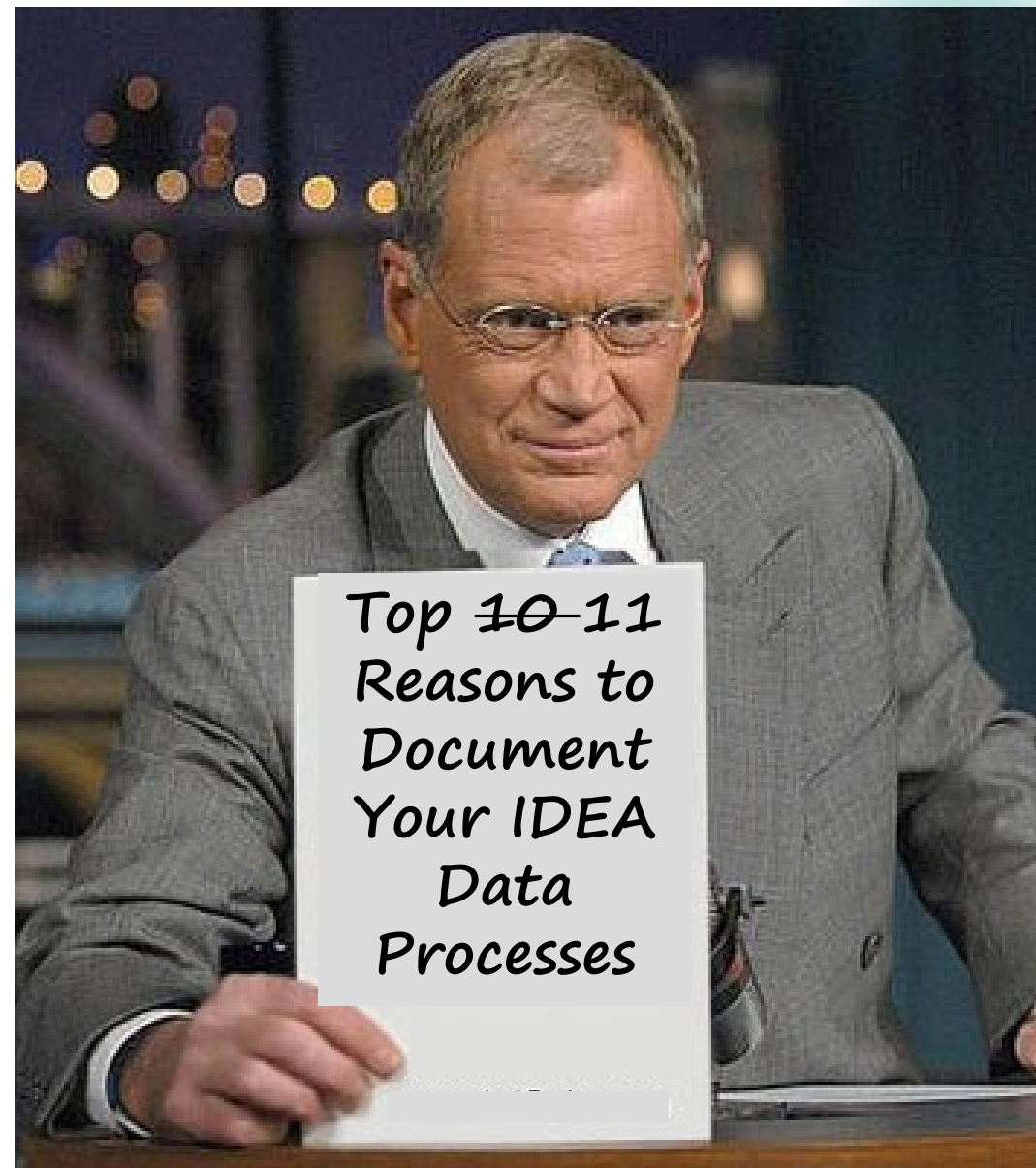
- Seven (7) Section 618 data processes protocols
  - Child Count and Educational Environments
  - Exiting
  - Discipline
  - MOE and CEIS
  - Dispute Resolution
  - Personnel
  - Assessment
- Sixteen (16) Section 616 data processes SPP/APR indicator protocols
  - Indicators 1–16
- LEA determinations protocol
- Significant Disproportionality

Welcome to IDC's Top ~~10~~ 11 List!

Top ~~10~~ 11 Reasons to Document Your IDEA Data Processes

Top ~~10~~ 11 Reasons to Document! ii22

1. It builds agency resiliency by helping mitigate the effect of staff turnover.
2. It distributes knowledge among your team members and de-silos processes.
3. It creates opportunities to ensure you are "on the same page" with contractors.
4. It produces a detailed road map for all of your data collection, validation, and reporting processes that staff can use to ensure consistency of implementation.
5. It provides protected time for team discussion.
6. It supports intra-agency collaboration.

Top ~~10~~ 11 Reasons to Document! (cont.)

7. It ignites ideas for improvements and efficiencies.

8. It allows you to spend quality time with your IDC State Liaison!

9. It helps you master skills and a process that you can use to support LEA staff. (Note: *LEA Data Processes Toolkit* now available!)

10. It's just a good thing to do!

11. ***It will be useful in preparing for OSEP's DMS 2.0!***

Where to Find the *SEA Data Processes Toolkit*

https://www.ideadata.org/sea-data-processes-toolkit

Overview of OSEP's DMS 2.0 Process

On Your Mark... Preparing for OSEP's Differentiated Monitoring and Support (DMS)

- Federal DMS activities started in 2016 as part of the Results-Driven Accountability (RDA) System for special education

- This shifted monitoring states' general supervision systems from compliance-only to also focusing on monitoring and improving results for children with disabilities
  - Consistent with the purposes of IDEA and the focus of monitoring activities

OSEP Theory of Action

If a State has an effective and integrated general supervision system

→

Then the State has appropriate and effective policies, procedures, and controls

→

Then the State takes timely action to monitor and support LEAs' activities

→

And the intended outcome is that the State system contributes to improved outcomes for children and youth with disabilities
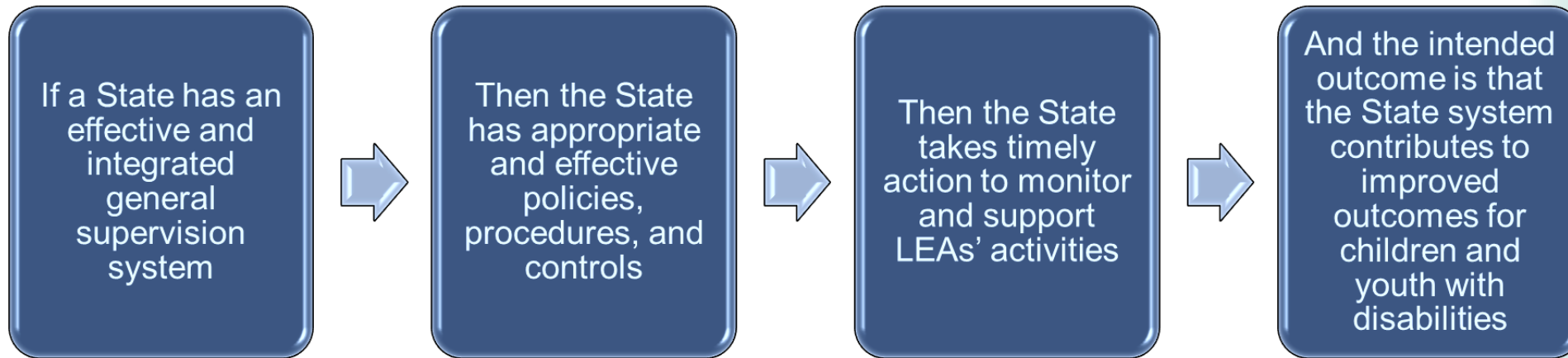
Get Set…

- OSEP assigned states to a specific monitoring cohort

- Monitoring is on a 5-year cycle

- There are three phases in the cycle
  - Phase 1: **Document request** and review, discuss, and prepare (*Are your data processes documented*?)
  - Phase 2: Monitoring visit, onsite or virtual (differentiated phase)
  - Phase 3: Follow up, correct, and close out

Cohort 1

Monitoring Schedule

Phase 2 engagement with month/year identified for Cohort 1 in the table below

Team A	Team B	Team C	Team D
KY-B: 11/2023	SC-B: 11/2022	AK-B: 06/2022	CO-B: 12/2023
KY-C: 05/2023	MI-C: 05/2022	NY-C: 12/2022	CO-C: 12/2022
AR-B: 11/2022	NV-B: 11/2023	ID-B: 06/2023	MT-B: 06/2023
AR-C: 05/2022	NV-C: 05/2023	ID-C: 12/2023	MT-C: 06/2022

Cohort 2

Monitoring Schedule

Phase 2 engagement for Cohort 2 in the table below

Team A	Team B	Team C	Team D
ND-B	ME-B	KS-B	IN-B
ND-C	ME-C	KS-C	IN-C
AL-B	AS-B	NE-B	GA-B
DC-C	AS-C	NE-C	GA-C
IA-B	TN-B	UT-B	IL-B
IA-C	TN-C	UT-C	IL-C

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Phase 1

Review of documented policies and procedures

- What is publicly available?
- Document requests—what is in place at the time the request is made?
- Series of interviews with state staff based on protocols—Fiscal, Integrated Monitoring, Sustaining Compliance and Improvement, and Dispute Resolution (3 protocols)—and Data and SPP/APR
- Helps OSEP understand the state's system

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Phase 1 Protocols

- Monitoring protocols will guide OSEP's inquiry and engagement

- Protocol format
  - Overarching topical question and focus area
  - General information
  - Follow-up questions for closer examination
  - Possible areas for additional focus

DMS Monitoring Protocols

- Fiscal Subrecipient Monitoring

- Integrated Monitoring

- Sustaining Compliance and Improvement

- **Data and SPP/APR**

- Dispute Resolution—State Complaint

- Dispute Resolution—Due Process

- Dispute Resolution—Mediation

Phase 2

- Implementation of policies and procedures
  - Show evidence of implementation over a 3-year period—e.g., current year plus 2 prior years
  - Includes stakeholder components
- Differentiation
  - Scope and specificity depends on what was learned in Phase 1

Q&A

What questions do you have about OSEP's DMS process?

OSEP DMS 2.0: Focus on Data Protocol

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OSEP DMS Data Component: Overarching Framing Question

Does the State have a data system that is reasonably designed to collect and report valid and reliable data and information to the Department and the public in a timely manner and ensure that the data collected and reported reflect actual practice and performance?

OSEP DMS Data Component: Additional Framing Questions

- Does the State have a system in place to collect valid and reliable data?

- Does the State have a system in place to report timely and accurate data?

- How does the State use its data to analyze performance across SPP/APR indicators and other priority areas, with a focus on improving educational results and functional outcomes for all children with disabilities? Specifically, how does the State: 1) assess trends across the State; and 2) determine the specific needs of each local program?

DMS 2.0 Document Review and Request Template (1 of 3)

Reference documents (OSEP documents already available)
Section 618 Data Collection Requirements
Section 618 Data Quality Reports
Section 616 State Performance Plan/Annual Performance Report (SPP/APR) Measurement Table/Reporting Requirements
RDA Matrix
State Data Displays

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DMS 2.0 Document Review and Request Template (2 of 3)

Publicly available documents to review (not exhaustive)
Section 616 SPP/APR
Local educational agency (LEA)/early intervention service (EIS) provider public reports

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DMS 2.0 Document Review and Request Template (3 of 3)

OSEP required documents to review
Data user guide/manual (SEA and/or local program)
Business rules documentation
Standardized training materials (SEA and/or local program)
Data monitoring protocols (SEA and/or local program)
Data collection/reporting calendar

OSEP DMS Data Protocol: Reflection and Discussion

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Reviewing DMS Data Protocol

- Please consider the DMS data protocol worksheet

- Focus on the text in the bolded black boxes

- Please consider the expectations in the bolded boxes you feel may be challenging or problematic for your state (and follow-up questions if you have time to review)

Small Breakout Room Discussions

- We will now break into small discussion groups

- In your group, please share which items you highlighted and why you feel they will be challenging for your state

- If there is time, please also share any items you did *not* highlight and how you plan to communicate and convey your state's work in that area

Large Group Reflection

- What did you discuss with your group?

- What items do you think may be challenging for your state?

- Where do you think your state is well positioned relative to OSEP's expectations?

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Documenting SEA Data Processes to Prepare for DMS

- As state teams work together to document their data processes with an IDC facilitator, they build knowledge of the data and processes for collecting and reporting high-quality data across teams

- More special education staff will gain understanding of the data requirements

- Knowledge of all staff increases

Resources

- IDC's *SEA Data Processes Toolkit*

- OSEP DMS Protocols

- TA-Center Adapted Protocols

Contact Us

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- Mary Watson, marynwatson@gmail.com

What actions will you take to commit to being a Data Quality Influencer?

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For More Information

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The contents of this presentation were developed under a grant from the U.S. Department of Education, #H373Y190001. However, the contents do not necessarily represent the policy of the U.S. Department of Education, and you should not assume endorsement by the federal government.

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