

SPECIAL EDUCATION DISCIPLINE DATA COLLECTION 2013-2014 - FINAL

Due Dates	What is Due
Thursday, May 1, 2014	2013-2014 Special Education Discipline Data Collection opens. (Interchange files may be submitted starting in September of 2013).
Thursday, May 29, 2014	<p>Date by which the following interchange files must be submitted by districts with discipline events during the current reporting period for students with disabilities:</p> <ul style="list-style-type: none"> • Discipline Incident • Discipline Action • Student Demographics • Student School Association • Special Education IEP Participation <ul style="list-style-type: none"> • Data must be from current reporting period • Number of student records must represent 10% of the Special Education Discipline Data submitted.
Thursday, June 5, 2014	Date by which you must generate your first Special Education Discipline Snapshot in Data Pipeline.
Thursday, June 26, 2014	Date by which 90% of your total record count must be passed Discipline Incident and Action Interchange validations.
Thursday, August 7, 2014 (AU deadline 3:00pm)	<p>Date by which 90% of your total record must be passed Special Education Discipline Snapshot validations.</p> <ul style="list-style-type: none"> • 90% of records that will be submitted for the Special Education Discipline Data Collection must meet the criteria to be included in the Snapshot data set and reports. (Timeliness points will be determined at the close of the collection). • In order for records to be included in the Special Education Discipline Data Collection Snapshot data set and reports, the data must pass all Snapshot validations. Any records not included in the Snapshot that should be will need to be corrected at the source and resubmitted at the Interchange, then the Snapshot re-generated.
Thursday, August 14, 2014 (AU deadline 3:00pm)	Date by which All Exceptions requests must be received by CDE to allow sufficient time for processing and to allow you to pass all edits by the deadline.
Monday, October 6 th , 2014 – Wednesday, October 8 th , 2014	Report review week. This is your opportunity to review your reports in detail and make any data corrections you deem necessary to make sure you are reporting valid and reliable data.

Due Dates	What is Due
Wednesday, October 8th, 2014	<p>Final report review AND approval. Date by which the Administrative Unit must approve their completed Special Education Discipline Data Collection Snapshot and electrically SUBMIT the data to CDE via the Data Pipeline, verifying that it's valid and reliable by emailing or faxing in the signed Data Summary Report, Indicator 4 Report, and the Year to Year Report.</p> <p>Data are considered to be on time only if they are valid and <u>complete</u>. Complete means that all required data fields are completed for all students reported AND that all students who must be reported have been reported. If the data set is not complete, the Administrative Unit will lose two points for timeliness and will continue to lose two for timeliness every day until the data set is complete.</p> <p>Any changes identified by the Administrative Unit during report review week must be resolved by this date (data corrected, resubmitted and passed all edits).</p>
Wednesday, October 8th, 2014	<p>Date by which <u>ALL</u> Final signed reports must be received by CDE via email (preferred) or fax to 303-866-6888.</p> <p>The following signed reports are due today:</p> <ul style="list-style-type: none"> • Data Summary Report (all pages) • Indicator 4 Report (signature page – block out personal identifiable information) • Year to Year Report along with explanations for A or B Flags. (Please ask the Special Education Director to sign the last page.)