

Managing OSEP Records for Children Exiting Preschool Special Education

If you served any children with disabilities in your program this year, please read through this document to familiarize yourself with the OSEP exit process in MyTeachingStrategies®.

As the end of the school year approaches, please start verifying your preschool special education records in preparation for Colorado's annual performance report to the federal Office of Special Education Programs (OSEP). Remember, your Results Matter online assessment system automatically converts assessment scores into OSEP [Preschool Outcomes](#) (Indicator B7) data – but only when you flag children for inclusion in the report by “OSEP exiting.”

Note that OSEP exiting is a separate process from archiving. OSEP exits can be completed throughout the year as children exit preschool special education services. **The deadline for completing all OSEP exits for the current reporting year is Wednesday, July 15, 2020.**

OSEP Exit Responsibilities as a Results Matter Administrator:

1. Remind teachers to finalize assessment ratings and request OSEP exits where appropriate within their classroom(s). Assessment ratings must be completed for all items or you will receive error messages.
2. Complete OSEP exits. (see p. 3)
3. Verify that the number of children reflected in your OSEP Federally Mandated Report matches the actual number of preschoolers on an IEP who received at least six months of special education services and experienced any of the following:
 - a) **transitioned to kindergarten** (even if they will remain on an IEP in kindergarten)
 - b) **staffed out** of preschool special education because they were no longer eligible
 - c) **inactive** because they stopped attending/receiving services for 90 or more consecutive calendar days (if the child returns after 90 days, treat this as a new entry into preschool special education)
 - d) **moved to a different program/district** and you do not know when they will re-enroll or whether they will continue on an IEP

Data in the OSEP Federally Mandated Report feed the state Preschool Outcomes indicator. Note that only children enrolled in preschool special education services for at least 183 calendar days will be reflected in the OSEP Federally Mandated report per federal reporting guidelines. CDE will take the state and local snapshots for Preschool Outcomes results at the close of business on July 15, 2020 for children who exited preschool special education in the 2019-2020 reporting year.

If you would like specific guidance on exiting children participating from programs impacted by COVID-19, please review p. 5.

Please read on for detailed instructions about completing OSEP exits, using OSEP reports, verifying your numbers, and other frequently asked questions. If you have any further questions about the OSEP exit process, please contact Tanna George at george_t@cde.state.co.us.



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How to Complete OSEP Exits in MyTeachingStrategies®

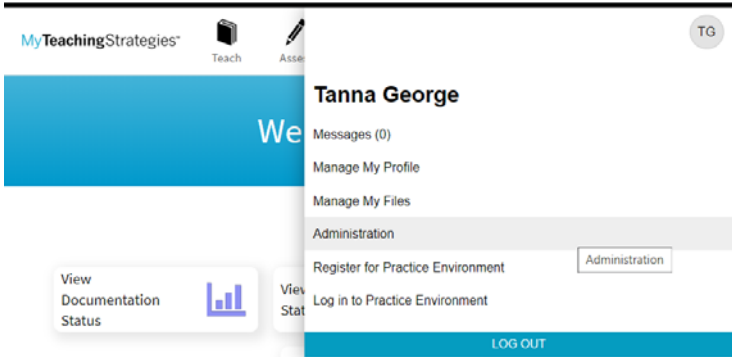
To begin the OSEP exit process, login to your Administrator account in MyTeachingStrategies®.

The “Exit Children from OSEP” feature can be found by:

1. Clicking on the circle icon containing your initials in the top-right of the screen.
2. Select “Administration” from the drop-down menu.
3. Click on “Children” from the menu at the top of your new screen.

Do I Have an Administrator Account?

If you are unsure if your account is an Administrator account, click on a circle containing your initials in the top right corner. There should be an “Administration” option in the drop-down menu.



If you need an Administrator account, or you are unsure who is the administrator for your program, please read the instructions found in these articles: [What do I need to do in MyTeachingStrategies® when an administrator leaves?](#) and [How do I add, edit, or remove an existing user's administrative access in MyTeachingStrategies®?](#)

If you have additional questions on administrator access, please contact Tanna George, George_t@cde.state.co.us.

4. Click on the child’s name to open their record and begin the OSEP exit process.

Resources from MyTeachingStrategies®

- A step-by-step guide for completing OSEP exits in MyTeachingStrategies® can be found in this article, [How do I request an OSEP exit or transition in MyTeachingStrategies®?](#)
- A detailed video walking through the OSEP exit process can be found at: [Video: Using the GOLD® OSEP Features and Reports in MyTeachingStrategies®](#).
- Visit the [Tips for Using OSEP Features and Reports in MyTeachingStrategies®](#) webpage for additional information on OSEP exits, including:
 - What is OSEP?
 - Adding an IEP or IFSP Entry Date and Entry and Exit Tools to a Child Record
 - Assigning Administrators as OSEP Contacts



- Required GOLD® objectives and dimensions for OSEP
- Completing a Child Outcome Summary Form (COSF) entry checkpoint
- OSEP exit and transition request
- Exiting and transitioning child records
- Reactivating IEPs and IFSPs
- Generating OSEP reports

The MyTeachingStrategies® Support Portal is accessible anywhere in the online system by clicking on the question mark icon located the bottom left corner of the window.

Colorado-specific Notes about the OSEP Exit Module:

1. **OSEP exiting is only required for children on IEPs.** Reporting for Early Intervention/Part C services is handled differently and should be performed according to Colorado Department of Human Services guidelines. CDE does not report on children on IFSPs.
2. The **“Exit Date”** field should reflect the last day that children received preschool special education services. Often, this coincides with the last day of school. However, some children stop receiving preschool special education services before the school year ends, or they may receive extended school year (ESY) services beyond the normal school year, in accordance with the student’s IEP. In those cases, use the last day these services were provided as the exit date. However, for the 2019-2020 reporting year, adjustments may be needed due to COVID-19. The absence of finalized Spring Checkpoint data may generate errors in MyTeachingStrategies®. Districts should enter the last day a child received preschool special education services as the exit date or May 31, 2020, whichever occurs first.
3. **Exit Reason** - “Transition to K” is the most common reason. However, please be sure to differentiate other reasons where applicable.

Tip – Incomplete Data:

The online system will not allow you to complete an OSEP exit if any of the following happen in the checkpoints corresponding to the preschool special education Entry/Exit Dates:

- Any assessment ratings are missing
- Any assessment ratings are not finalized
- Any assessment ratings are marked Not Observed

If you get a warning message, please go back to the child’s Checkpoint ratings to verify that scores were selected and finalized. See p. 12 for more information.

Due to COVID-19, CDE has suspended the Results Matter Spring Checkpoint for the 2019-2020 school year. Please see below for more information.

COVID-19 Considerations for OSEP Exit Procedures

Impact of COVID-19 on Exiting Process

Due to the impact of COVID-19, CDE has suspended the Results Matter Spring Checkpoint for the 2019-2020 school year. Programs may continue to collect documentation and use MyTeachingStrategies® after the end of the Winter Checkpoint at their own discretion.

For inclusion in the OSEP exit report, a child must be enrolled in preschool special education services for at least 183 calendar days and have finalized data for at least two Checkpoints. The data from the two Checkpoints provide an entry score and an exit score. This year, in the absence of finalized Spring Checkpoint data, MyTeachingStrategies® will automatically shift to use the Winter Checkpoint data for the child's exit score, assuming the child's exit date falls within the Spring Checkpoint timeframe. Assuming the child's exit date falls within the Spring Checkpoint timeframe, the shift to utilizing Winter Checkpoint data will happen automatically, and it does not require additional input from programs.

For most children, this will not cause any complications with the OSEP exit process in the 2019-2020 school year. Most children will be exited from OSEP using normal procedures. Instructions for exiting children from OSEP using MyTeachingStrategies® can be found on p. 3 of this document.

However, if an error of "No Exit Data" appears for a child when exiting, please ensure that:

- the child has two complete and finalized checkpoints; and
- the child's exit date is the last day a child received preschool special education services, or May 31, 2020, whichever occurs first.

For Children with Winter Checkpoint Data Only

This year, due to the suspension of the Spring Checkpoint, some children may only have finalized data from the Winter checkpoint. If a child does not have two complete and finalized checkpoints because they began services in the Winter Checkpoint, you may still see an error of "No Exit Data". Two options exist for resolution:

Option 1: Omit Child from the OSEP Report

Programs are not required to collect documentation for the Spring Checkpoint this year; therefore, a child's data for the Spring Checkpoint may not be complete. When exiting the child this year, the program may use the last day the child received in-person special education services as the exit date, or May 31, 2020, whichever occurs first. This will place the child under the threshold of 183 calendar days of preschool special education enrollment and thus omit them from the OSEP report.

If a family has discontinued special education services due to the impact of COVID-19, programs may use the final date that the child received services as the OSEP Exit Date.

Example:

The child's entry date for preschool special education services is on the first day of the Winter Checkpoint, October 26, 2019. The program stopped providing in-person special education services on April 22, 2020. If the program decides that any documentation collected after April 22 is not valid and/or complete, they can use April 22, 2020 as the child's exit date. The system

would calculate only 179 calendar days of participation in preschool special education services; therefore, the child would not be included in the OSEP exit report.

Option 2: Complete the Spring Checkpoint

Programs can continue to collect valid and authentic documentation and finalize the Spring Checkpoint data as normal. This will ensure the child has two finalized checkpoints (Winter and Spring). The child can then be exited from the MyTeachingStrategies® platform and included in OSEP exit reporting without issue.

Programs should use the final day the child received preschool special education services as the exit date or May 31, 2020, whichever occurs first. If the child is transitioning to kindergarten special education, use the program's final day of the school year as the exit date, or May 31, 2020, whichever occurs first.

If you have additional questions concerning the impact of COVID-19 on OSEP exits, please contact Tanna George at george_t@cde.state.co.us.

FAQ: COVID-19 Impacts on OSEP Exit Procedures

1) A child in my program has continued to receive remote special education services after the suspension of in-person learning in Colorado. I am finding it difficult to collect valid documentation. What should I do?

Since the Results Matter Spring Checkpoint has been suspended, CDE is not requiring data during the time schools are closed for the COVID-19 pandemic through the end of the 2019-2020 school year. However, districts can choose to continue to collect documentation at their own discretion beyond the Winter Checkpoint reporting period. Districts can elect to use the data to inform and document children's remote learning. Documentation may include information from families, in addition to the data collected by the preschool special education/service provider. For further information, see the FAQ on p. 14 of this document.

2) Due to COVID-19, a qualifying child did not attend preschool in-person. Should I add them to MyTeachingStrategies® and exit them if they did not attend in-person?

Yes. The US Department of Education Office of Special Education Programs (OSEP) mandates the reporting of child progress data for preschool children funded through IDEA Part B/Section 619. Preschool Outcomes (Indicator 7) are tied to child progress made between entry to preschool special education services and exit from preschool special education services. Thus, any child receiving preschool special education services must be recorded in a vendor platform to meet this mandate.

3) A child continued to receive preschool special education services after May 31, 2020 but not part of an extended school year. What should I enter as the OSEP Exit Date?

Due to the absence of the Spring Checkpoint, there may be errors for exit dates occurring after May 31, 2020. Please use the last day the child received preschool special education services as the exit date, or May 31, 2020, whichever occurs first.

If you have additional questions concerning the impact of COVID-19 on OSEP exit reporting, please contact Tanna George at george_t@cde.state.co.us.

How to Verify the Number of Children Included in the Current Reporting Year

Why Do I Need to Verify My OSEP Records?

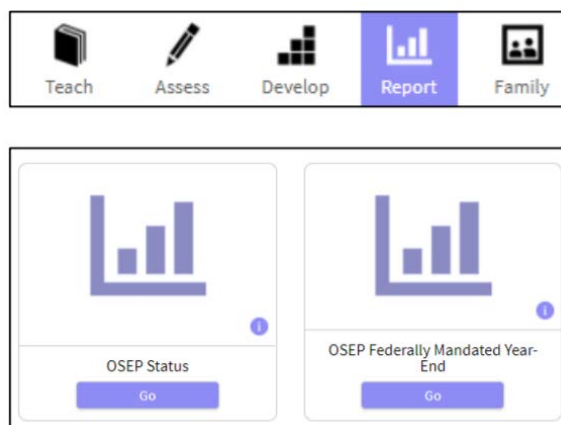
The Colorado Department of Education does not maintain records of the number of children who are supposed to be included in the Preschool Outcomes indicator report. It is the responsibility of each Special Education Administrative Unit (AU), member districts, and programs who serve preschoolers with disabilities to monitor the online system and flag children for inclusion in OSEP reporting through the OSEP exit process. All responsible parties should work collaboratively to maintain a record of children who experienced any of the scenarios identified on p.1.

To verify the number of children who should be included in this year's OSEP exit report, you will run the OSEP Federally Mandated Year-End Report in MyTeachingStrategies®. This report should be run at least once in the spring before teachers and special services providers leave for the summer, so teachers have a chance to correct any errors. Once the report is reconciled, make sure to print and keep a copy of them for your records.

The OSEP Federally Mandated Year-End Report denotes the child records that will be used for the Preschool Outcomes (Indicator B7) report. Only children who have been on an IEP for at least 183 calendar days (six months), and who have complete and finalized data for both the entry and exit assessment, are included in this report.

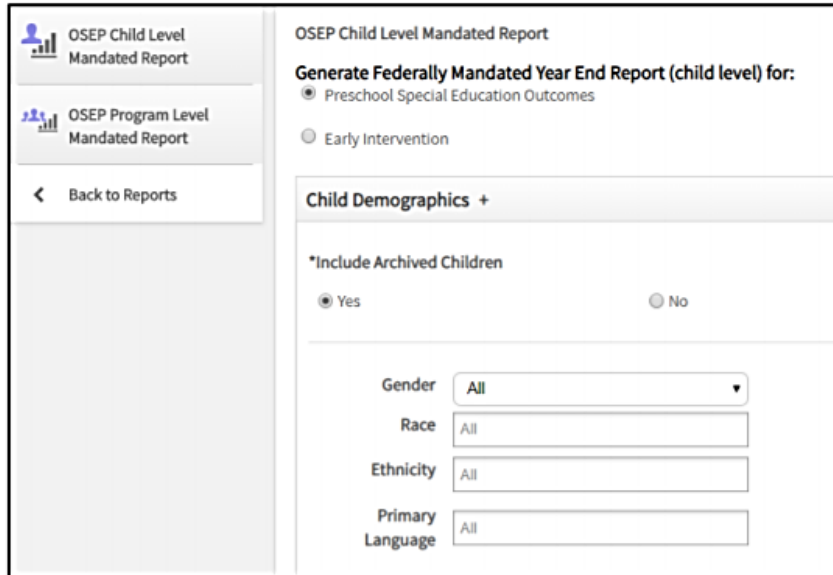
Steps for Generating the OSEP Federally Mandated Year-End Report:

1. Login to MyTeachingStrategies®
2. Navigate to the "Report" page
3. Scroll down until you see the "OSEP Federally Mandated Year-End" report.



4. Click the "Go" button under the OSEP Federally Mandated Year-End report icon.
5. By default, the report should run at the child level (you can toggle between child level and program level toward the top left of the screen). Use the child level report for now.

6. The report should default to Preschool Special Education Outcomes (verify toward the top of the screen). Keep this option.
7. Under “Include Archived Children” it should default to “Yes”. Keep this option which ensures that you capture records for any portfolios that have already been archived.
8. Under “Demographics”, it should default to “All selected”. Keep this option.

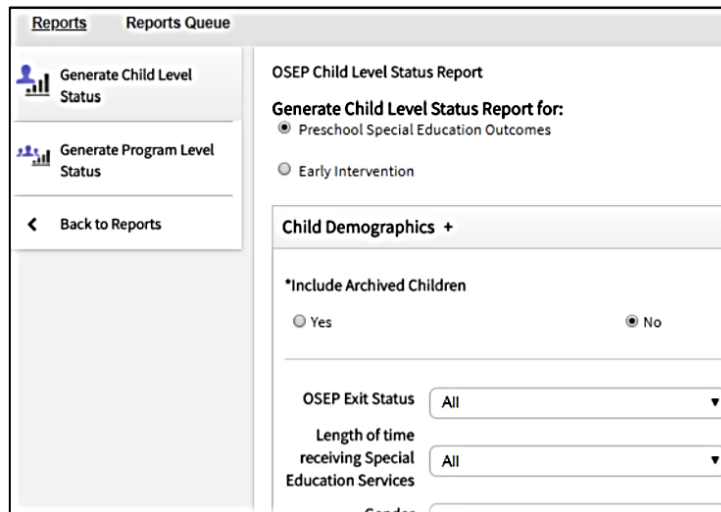


9. Under “Select Children”, you can drill down into specific teachers/classes. To run the report for your entire program, leave “All Sites” selected.
10. The “Exit Date Range” should default to 07/01/2019 to 06/30/2020 for this year. Verify these dates are being used.
11. Scroll back up and click “Generate Report” toward the right.
12. The system may point you toward the Reports Queue. Wait until the report has finished generating, then click “Download Export File.”
13. Review this spreadsheet to verify:
 - a. All the children exiting preschool special education services who had six or more months of services appear in the report. If any of those children are not showing up in this report, then you will need to go back to the individual child records and determine why. See p. 10 for more details.
 - b. None of the Entry, Exit, and Score columns are blank. All nine columns (entry/exit/score for all three Outcomes) should have a number or letter. If any cells are blank, you may be missing checkpoint data. See p. 10 for more details.
 - c. Entry and Exit Dates are accurate. Please use the last day the child received preschool special education services as the exit date, or May 31, 2020, whichever occurs first.
 - d. School District is accurate ([click here for more information](#)).

14. Once you are sure the child list is complete and accurate, go back to the OSEP Federally Mandated Report criteria page and run the report at the program level (toggle top left) to look at your OSEP data aggregated across your program/site.

Tips for Using the OSEP Federally Mandated Year-End Report:

- Make sure to check “Include Archived Children” to account for any portfolios already archived.
- Try selecting OSEP Exit Status as “Exited” to look at only children who were exited.
- Typing specific dates into the “Entry Date” range will isolate children on IEPs with the entry dates you specify (note: date ranges are entered by default).
- Typing specific dates into the “Exit Date” range will isolate the children who have been OSEP exited from the online system within the date range you specify (note: the original date ranges are populated by default).
- The biggest red flag in the Status Report are children with OSEP Exit Status of “Yes” and Number of Months Receiving Special Education Services of “6+” who have missing Entry/Exit/Progress Category data.



The screenshot shows a web interface for generating reports. On the left, there is a sidebar with the following options: "Generate Child Level Status", "Generate Program Level Status", and "Back to Reports". The main content area is titled "Reports Queue" and "OSEP Child Level Status Report". Below this, it says "Generate Child Level Status Report for:" followed by two radio button options: "Preschool Special Education Outcomes" (which is selected) and "Early Intervention". There is a section titled "Child Demographics +" with a plus sign. Underneath, there is a section for "*Include Archived Children" with two radio button options: "Yes" and "No" (which is selected). Below that, there are two dropdown menus: "OSEP Exit Status" with "All" selected, and "Length of time receiving Special Education Services" with "All" selected. The bottom of the form is partially cut off, showing the word "Gender".



Why Do My OSEP Report Totals Not Match My Record of Children Who Exited?

Not seeing a recently OSEP-exited child in the Federally Mandated Report?

There are two common reasons:

1. There is a typical data processing delay of about twelve hours until children appear in the report. Wait twelve hours after OSEP-exiting, then try again.
2. If any children had fewer than six months between Entry and Exit dates, they are intentionally excluded from this report per OSEP reporting guidelines.

Use the OSEP Status Report (child level) to dig further. This report is most helpful to determine which children may be eligible to be exited, based on time between entry and exit, but who have not been exited yet. Use the column titled, "Exited?" to find this information.

If the numbers in your OSEP Federally Mandated Year-End report do not match your records, it is likely due to one of these reasons:

1. Make sure each child has a complete set of entry and exit scores as appropriate for their time in the program. The online system will typically not allow you to OSEP-exit a child if the entry or exit checkpoint data are not complete, i.e., items are not scored or they are marked "Not Observed". For example, if the entry date is December 12, then there must be finalized checkpoint data in all six areas in the Winter Checkpoint (and none marked "Not Observed"). Read the [Where can I find if child records have been assessed with Not Observed in MyTeachingStrategies®?](#) article to assist with locating which child records contain "Not Observed" ratings.
2. Make sure all data are finalized for the checkpoints corresponding to the entry and exit dates. Sometimes, teachers forget to click on "finalize" checkpoint data even though they have entered ratings.
3. Make sure that the IEP radio button is marked "Yes" and the entry and exit dates are entered. The IEP field and IEP entry date must be entered in the child's profile. Also, the correct exit date should be marked after exiting the child. Please use the last day the child received preschool special education services as the exit date, or May 31, 2020 whichever occurs first. The exit date flags the online system to include records for OSEP reporting.
4. Make sure the Entry and Exit Assessment Tools are selected on the child profile page. Typically, both will be "Teaching Strategies GOLD."
5. Make sure the School District field is filled out on the child profile page. Every child on an IEP needs to be included for reporting, so one of the 179 Colorado school districts should be selected. This is true even of children on IEPs who are served in Head Start or another community partner program. "Not Part of School District Reporting" should not be selected for any children being OSEP-exited.
6. Administrators must make sure they have OSEP-exited all eligible children. After teachers have completed the entry and exit assessment ratings, they can request an OSEP exit. However, this



does not complete the process. Only administrators can complete the OSEP Exit process as outlined above.

7. Some children may have exited preschool special education fewer than six months after entry. OSEP does not require states to report on children who exited with fewer than six months between entry to/exit from preschool special education. So, they are excluded from the Federally Mandated report. This is okay.



Dealing with Error Messages

For guidance related to COVID-19 and the suspension of the Spring Checkpoint, please refer to p. 5 in this document.

If you receive an error message that prevents you from OSEP exiting due to insufficient data, follow these steps:

1. **Verify that all levels have been selected and all areas have been finalized for the IEP entry and exit checkpoints** (the checkpoints during which the IEP Entry and Exit Dates fall). If any levels have not been selected, choose the correct level to the best of you or your teacher's ability using supporting documentation, but do not guess. If you are unable to make a reliable rating (more likely for the entry checkpoint since it was further in the past), contact Tanna George at george_t@cde.state.co.us for help with calculating entry/exit scores.
2. **Verify that "Not Observed" is not selected for any levels in the IEP entry and exit checkpoints.** The online system is not able to compute OSEP progress scores when "Not Observed" is selected because it actually counts as missing data. If you discover any "Not Observed" ratings in the IEP entry/exit checkpoints, choose the correct level to the best of you or your teacher's ability using supporting documentation, but do not guess. If you are unable to make a reliable rating (more likely for the entry checkpoint since it was further in the past), contact Tanna George at george_t@cde.state.co.us for help with calculating entry/exit scores. [Click here](#) for a support article about how to analyze which children have "Not Observed" ratings.

Note: Do not mark "Not Observed" for all objectives when a child enrolls with fewer than six weeks in the checkpoint. Rather, skip checkpoint ratings entirely for that checkpoint. Wait to finalize ratings in the next checkpoint.

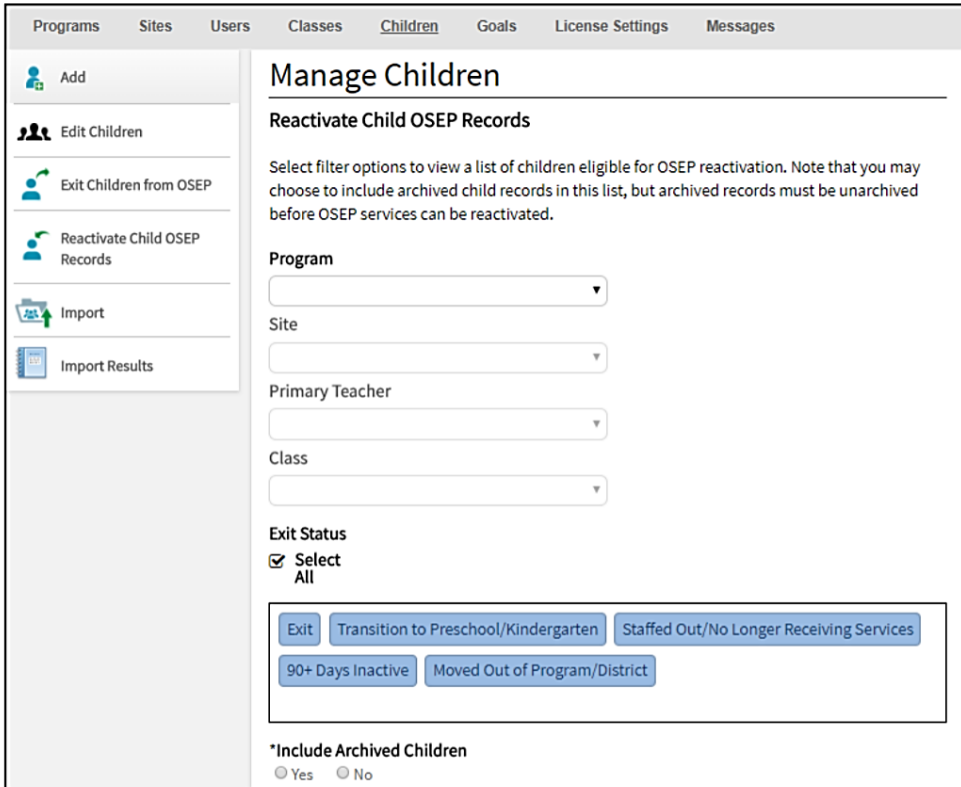
3. **You will receive an error message if the child only has one checkpoint with assessment ratings and you have followed standard guidelines from the Results Matter checkpoint calendar. In this case, please ignore the message and do not worry about completing the OSEP exit.** OSEP does not require states to report on preschoolers who have received special education services for fewer than six months. If the child has been staffed out of an IEP and will continue in your program, go to the child detail page and choose "No" for IEP. If the child has left your program, simply archive the record.
4. If you after completing these steps you still receive an error message, contact Tanna George at george_t@cde.state.co.us for troubleshooting.

How to Reactivate an OSEP Record

Occasionally, you may discover an incorrect OSEP Exit Date or a child who was OSEP-exited but should not have been exited. MyTeachingStrategies® allows you to un-exit/reactivate a child’s OSEP record. Later, you can redo the OSEP exit for the child the usual way.

To find “Reactivate Child OSEP Records” feature

1. In the top-right of your screen, click icon on the circle that contains your initials
2. Select “Administration” from the drop-down menu
 - a) If you do not see “Administration” as an option, you do not have an administrator account
 - b) If you need an Administrator account, or you are unsure who is the administrator for your program please read the instructions found in this article: [What do I need to do in MyTeachingStrategies® when an administrator leaves?](#)
3. Click on “Children” from the horizontal menu near the top of the screen
4. Click the Reactivate Child OSEP Records button on the left-side menu.
5. Complete the form and select the children to reactivate.



Programs Sites Users Classes Children Goals License Settings Messages

Add

Edit Children

Exit Children from OSEP

Reactivate Child OSEP Records

Import

Import Results

Manage Children

Reactivate Child OSEP Records

Select filter options to view a list of children eligible for OSEP reactivation. Note that you may choose to include archived child records in this list, but archived records must be unarchived before OSEP services can be reactivated.

Program

Site

Primary Teacher

Class

Exit Status

Select All

Exit Transition to Preschool/Kindergarten Staffed Out/No Longer Receiving Services

90+ Days Inactive Moved Out of Program/District

*Include Archived Children

Yes No



Frequently Asked Questions: Attendance, Mobility, and Age Issues

Some children may not end up attending your school or receiving special education services for the full school year for a variety of reasons. The following FAQs address most of these situations. The last FAQ addresses children who turn six in preschool.

1. If a child dis-enrolls in the middle of a checkpoint, yet was present for at least six weeks within the checkpoint window, should we finalize checkpoint ratings?

Yes, if the teacher collected enough documentation to make reliable ratings. If a child starts late in your program and is present through the rest of the checkpoint for at least six weeks, we expect that the teacher is on schedule to complete everything. However, when a child leaves early, we make a consideration that the teacher might not have planned opportunities for all observations/curricular components for all areas/objectives.

In short, do everything you can to complete checkpoint ratings, finalize the areas you can with accurate information, but do not guess.

2. What should I do when a child is absent and has not been receiving preschool and special education services for an extended period of time?

You may archive the record at the end of the current checkpoint. Complete assessment ratings and OSEP exits where applicable before archiving. If the child received fewer than six calendar weeks of preschool and special education services in a checkpoint before their absence, do not make any assessment ratings in that checkpoint.

If the child returns after his portfolio was archived, see #6 below.

3. What should I do if a child has sporadic attendance during the first few months after the service(s) start date on the IEP?

In general, follow the six-week standard: If the child is present for at least six total weeks (or any combination of 30 calendar days) within a checkpoint, finalize the checkpoint ratings. Otherwise, skip the ratings in the current checkpoint.

Certainly, some attendance issues are unanticipated, and you may not have captured documentation on every objective, even after six weeks/30 days. For instance, if a child is suddenly hospitalized toward the end of a checkpoint, and you had a lesson planned during that time in an area that needed to be observed, do not guess ratings. Better to skip those ratings than to make unreliable ratings.

In short, plan ahead of time if you can, but do not guess ratings, and under no circumstances should you finalize ratings if the child attends for fewer than six weeks in a checkpoint.

4. If a child with an IEP dis-enrolls in the middle of a checkpoint, should we complete the OSEP exit?

Generally, yes. Please follow standard guidelines for finalizing checkpoint ratings, then complete the OSEP exit, then archive the record. If you receive an error message about incomplete data, please see p.12.

If the child left in the middle of their second checkpoint, see #5 below.



5. If a child on an IEP dis-enrolls early in their second checkpoint and we only have one checkpoint of data (because we followed the minimum six-week rule in the second checkpoint), do we need to complete an OSEP Exit?

No. The Office of Special Education Programs (OSEP) does not require states to report on children who received preschool special education services for fewer than six months. Also, the online system requires at least two checkpoints with assessment ratings in order to use the OSEP Exit function.

6. What happens if a child dis-enrolls and then returns to our program on an IEP?

If the record was archived, first reactivate it. If it has been 90 or more consecutive calendar days since a preschooler was last in your program/receiving special education services, treat this as a new OSEP entry and change the IEP entry date to the first day the child returned. Do not change the IEP entry date if it has been fewer than 90 days. If it has been fewer than 90 consecutive calendar days and the record was OSEP-exited previously, reactivate the OSEP record (see instructions, p.13).

7. If a child starts in my program on an IEP but never attends/receives special education services long enough to establish any checkpoint data, then she is staffed out of special education services and resumes school as a general education student, do I need to complete an OSEP exit?

No. Change the IEP radio button to “No.” Continue the assessment process using our standard checkpoint calendar guidelines.

8. If a child comes to us from another school district with an IEP, what should we use as the IEP start date in the online assessment system?

It depends:

- a. If you are creating a new child record (required if the “sending” district is outside your GOLD® subscription): Use the first day the child began receiving special education services in your school district as the IEP entry date.
- b. If the child record was transferred to you from another district under the same umbrella subscription: Keep the existing IEP entry date.
 - i. Exception: If it has been 90 or more consecutive calendar days since the child received preschool special education services, treat this as a new OSEP entry and change the IEP entry date to the child’s first day of special education services in your district.

9. Are preschoolers on IEPs required to be assessed through Results Matter if they are receiving special education/related services in the home due to a medical condition?

Yes. Because the child is at home, it is critical that the IEP team engage with the family in order to get the richest, most comprehensive observations and information that will help you complete assessment ratings in GOLD®.

10. How do I handle OSEP exiting a child who turns six while still in preschool?

In those rare instances where the IEP team determines a five-year-old should continue to be served in a preschool program and the child turns six while in the preschool program, the child’s



record must be OSEP-exited in the online assessment system at the time of the child's sixth birthday (age 72 months). Use the child's sixth birthday as the OSEP Exit Date.

Are there any changes to the platform this year?

No major changes were made to the platform this year. Last year, in Spring 2019, MyTeachingStrategies® made several helpful changes, including:

- Administrators can now complete OSEP exits without a teacher OSEP exit request. The teacher OSEP-exit request is now optional.
- A status column for information on why a child is not currently able to be OSEP-exited.
- Additional data columns in the OSEP reports. For full details on all the new features, please refer to the MyTeachingStrategies® dashboard announcement dated 4/2/19.