

**November 17, 2023**  
**KSDE SETS Special**  
**Education Administrators’**  
**Webinar**  
**Agenda**



<b>Agenda Item</b>	<b>Presenter</b>
<b>Welcome</b>	<b><u>Kevin Davis</u></b>
<b>Director Updates</b>	<b><u>Bert Moore</u></b>
<b><u>Early Childhood Updates: Indicator 12: Early Childhood Transition (Infant/Toddler Referral System) &amp; Indicator 7: Preschool Outcomes</u></b>	<b><u>Amanda Petersen</u></b>
<b><u>Special Education Administrators’ Checklist/100 days</u></b>	<b><u>Doug Tressler</u></b>
<b><u>MIS Announcement</u></b>	<b><u>Mason Vosburgh</u></b>
<b><u>Personnel Categorical Aid</u></b>	<b><u>Evelyn Alden</u></b>
<b><u>IDEA Fiscal- VI-B LEA Maintenance of Effort and Excess Cost</u></b>	<b><u>Christy Weiler</u></b>
<b><u>WIDA Alternate ACCESS English Language Proficiency Assessment</u></b>	<b><u>Twyla Sprouse</u></b>
<b><u>TASN KIRC- Update &amp; Changes to APH Registration</u></b>	<b><u>Toni Harrell</u></b>
<b><u>KASEA Updates</u></b>	<b><u>Lena Kisner</u></b>





# SETS STATE DIRECTOR REPORT

November 17, 2023

*Kansas leads the world in the success of each student.*

# HOT TOPICS

- Transition Planning and the IPS – Are they integrated at the local level or considered separate activities?
- Dyslexia – Identification versus diagnosis – If you check the Dyslexia box on the IEP you are determining that the student has a learning disability. It could be a secondary disability if the student has a primary disability other than learning disability.
- Observations – Do you consider a TA provider coming into the school to observe one or more students an evaluation? If a written report is prepared, are parents receiving a copy? Have parents received notice of the observation and were they provided a PWN prior to the observation?



# HOT TOPICS (CON'T)

- Mental Health Crisis or Not - Can maintaining a positive attitude make a difference?
- KIAS-State Stakeholders Group – Thank you to the KASEA Region stakeholders that met with our KSDE team on November 8.



# Contact Information



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SETS Director  
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The Kansas State Department of Education does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the nondiscrimination policies: KSDE General Counsel, Office of General Counsel, KSDE, Landon State Office Building, 900 S.W. Jackson, Suite 102, Topeka, KS 66612, (785) 296-3201.



# Indicator 12: Transitions from Part C to Part B

Amanda Petersen (apetersen@ksde.org)

# Indicator 12: Part C to Part B Transition

- Indicator 12 is a compliance indicator that measures the percent of children referred by Part C prior to age 3, who are found eligible for Part B, and who have an IEP developed and implemented by their third birthdays. 20 U.S.C. § 1416(a)(3)(B).
- What is the data source for Indicator 12?
  - KDHE submits and uploads data fields from the Part C database into a secure site at KSDE annually. A file is generated by KSDE and is uploaded into KSDE authenticated website KIAS along with data submitted by districts and is tabulated using the KSDE authenticated website, KIAS. The KIAS runs verification checks specifically designed to find errors in the data and student data that needs follow-up. The KIAS calculates the measurement variables for Indicator 12.



# Indicator 12: Part C to Part B Transition

New Part C to Part B Electronic Referral System site:  
<https://ksits.kdhe.ks.gov>

- Prior to logging in for the first time, clear all cache and cookies.
- Beccy Strohm shared Users' FAQ in late October.
- Contact Beccy Strohm ([bstrohm@ksde.org](mailto:bstrohm@ksde.org)) to add or remove users.
  - Do not share usernames between staff.
  - Notify Beccy when users need to be deleted.
- Email [kdhe.ksits@ks.gov](mailto:kdhe.ksits@ks.gov) and CC Beccy for requests for technical assistance.
- CBER Part B User's Guide: Visit [ksde.org](https://ksde.org), [Special Education and Title Services](#), [Special Education](#), [KIAS](#), [SPP](#) and [APR](#), [Indicator 12](#)





# Indicator 12: Part C to Part B Transition

Make sure your agency is regularly logging in to the CBER system to review and accept referrals.

- KSDE is required by the Office of Special Education Programs (OSEP) to maintain a statewide system that tracks children who are transitioning from Part C to Part B.
- The CBER system allows for confirmation of the accuracy of referral dates reported by both C and B programs.
- The transition timeline for a referral begins on the date it is sent by Part C unless the referral is actively rejected by Part B.
- The CBER system will help you plan and prepare for smooth transitions from Part C to Part B.



# Indicator 12: Part C to Part B Transition

Resources:

- [KSDE TASN Site: Indicator 12](#)
- [Indicator 12 FAQ's](#)
- [Quick Start Guide-Indicator 12 Module in KIAS](#)
- Leader Services Help Desk – KIAS web application:
  - 1-877-456-8777
- [Part C to Part B LEA/SEA Electronic Referral \(CBER\) Log in](#)
- [Part C to Part B LEA/SEA Electronic Referral \(CBER\) Part B User Guide](#)



# Indicator 7: Early Childhood Outcomes

- Indicator 7 measures the percent of preschool children aged 3 through 5 with Individualized Education Programs (IEPs) who demonstrate improvement in:
  - positive social-emotional skills (including social relationships);
  - acquisition and use of knowledge and skills (including early language/communication and early literacy); and
  - use of appropriate behaviors to meet their needs.
- Save the date for in-person, full-day Indicator 7 training:
  - Feb. 2, 2024: Topeka
  - April 5, 2024: Hays
  - Registration will be available at [ksdetasn.org/events](https://ksdetasn.org/events)



# KSDE is hiring!

- Early Childhood Special Education Consultant (Section 619 Coordinator)
- Visit [jobs.ks.gov](https://jobs.ks.gov) and search for [Job ID 211063](#).
- Posting will close Monday, Dec. 4
- Thank you for helping spread the word!



# Contact Information



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Early Childhood  
[apetersen@ksde.org](mailto:apetersen@ksde.org)

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# 100 DAY CHECKLIST UPDATE

- Evaluations
  - [Evaluation Timelines](#)
- Private School Consultation
- Cat Aid Payment 2 last day to update Dec 1
  - [Cat Aid Resources](#)
- MOE Nov 14-Jan 14
  - [MOE Resources](#)
- Excess Cost Nov14-Jan14
- Time and Effort semi-annual certification DEC
  - [Bi-Annual Certification Instructions](#)
- DLM Justification DEC1-22
  - [1% Threshold FAQ](#)
- ESI Data Collection Window closes Nov 30
  - [ESI Resources](#)
- MIS DEC 1 COUNT
  - [Which Reports Help Manage My Data](#)
- EBR DEC 1
  - [Registration Page Link](#)





# Personnel Categorical Aid (KGRS)

- Check reports
- ASK QUESTIONS
- PLEASE ask me if no one knows why someone is an error or a discrepancy
- Full year substitutes and ESY approvals will be done before the third payment
  - But ask, and I'll send you my spreadsheet with notes about what will be approved!
- My apologies, still finding time to check SLP licenses.



# Reimbursement Deadlines

- December 1<sup>st</sup> – Final day to enter/update before the second payment.

The second payment pays on ALL FTE that is **claimed**.

- February 1<sup>st</sup> – Final deadline for waivers for FY23
  - But apply as soon as possible!
- March 1<sup>st</sup> – Final day to enter/update before third payment
  - The third payment pays on ONLY **ELIGIBLE** FTE!

Deadlines are in Appendix A of the Reimbursement Guide, in the KIAS calendar, and separately here:

<https://www.ksde.org/Portals/0/SES/funding/CatAid/CatAid-Deadlines.pdf>





# Other Reminders

- KSDE license applications.
  - “In process” applications need to be watched closely. The status date is the last time the file had activity. 90 days and the application can be deleted. KSDE licensed staff can apply for renewal 6 months prior to expiration.
  - I can sometimes help a bit with “what’s going on”. I can at least tell you when it’s an issue with fingerprints.
- Non-KSDE license renewals are important as well. Most can apply at least 45 days prior to expiration.



Authenticated Applications  
Problems logging in or  
creating/removing accounts:

[helpdesk@ksde.org](mailto:helpdesk@ksde.org)  
(785) 296-7935

Categorical Aid  
questions/issues:

[cataid@ksde.org](mailto:cataid@ksde.org)



Categorical Aid page

<https://www.ksde.org/Default.aspx?tabid=538>

Catastrophic/Non-Public Equivalency

Mason Vosburgh

[mvosburgh@ksde.org](mailto:mvosburgh@ksde.org)

(785) 296-4945

Transportation/Medicaid Replacement

Sara Barnes [sbarnes@ksde.org](mailto:sbarnes@ksde.org)

(785) 296-4972

Special Teacher Reimbursement

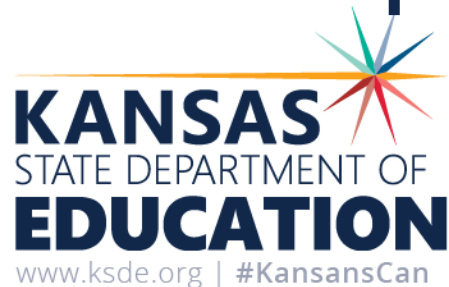
Evelyn Alden [ealden@ksde.org](mailto:ealden@ksde.org)

(785) 296-3868

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# KSDE SETS Director's Webinar Fiscal Updates



Christy Weiler, Coordinator  
November 17, 2023

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# Expiring IDEA VI-B Funds



# Expiring Funds

IDEA VI-B

IDEA ARP

## PERIOD OF PERFORMANCE:

LEAs have 27 months to obligate allocated IDEA funds.

- FFY (SFY) 21-22 funds are set to expire as of September 30, 2023.
- LEAs with balances
  - Emails sent to LEAs that have expiring funds.
  - LEAs must notify KSDE of the obligation for funds.

## LIQUIDATION PERIOD:

LEAs must liquidate all obligations (i.e., pay outstanding debts) within 90 days of the performance period's end.

This deadline is December 31, 2023, 30 months after the funds were made available.

Unused funds are returned to the U.S. Department of Education

# Federal Fiscal File Review



# FEDERAL FISCAL FILE REVIEW

## Data Verification:

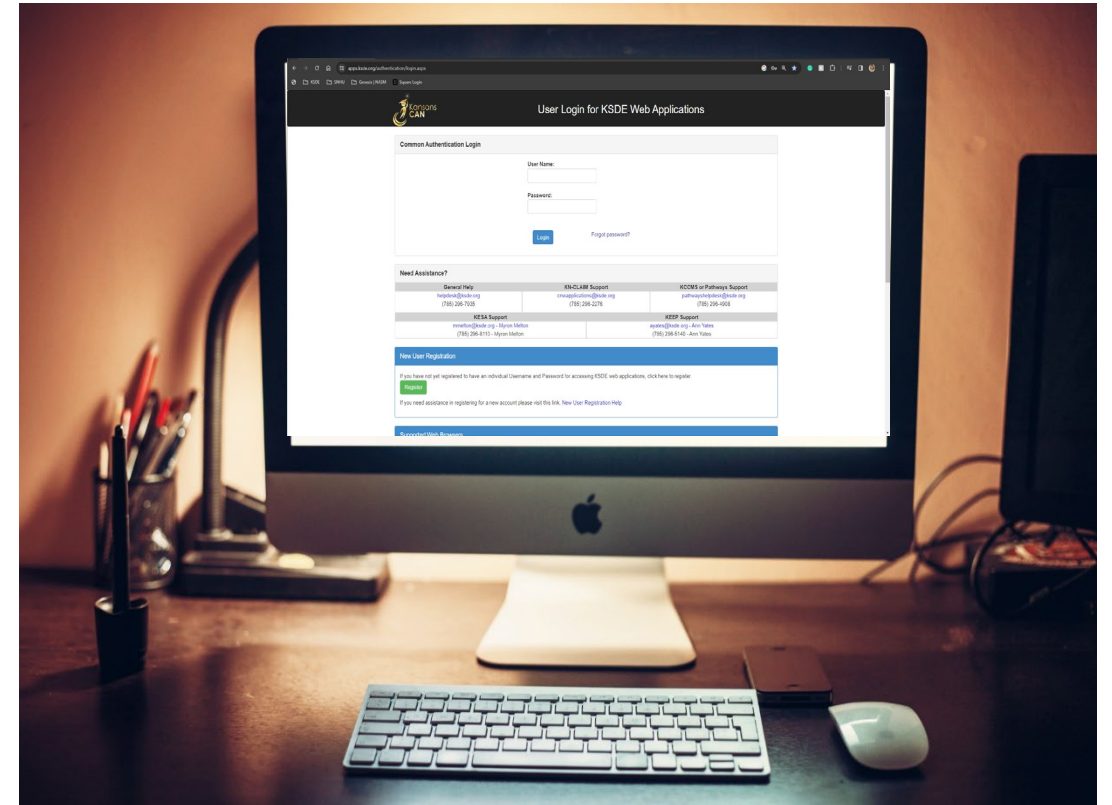
- 45 Districts

## Submission window

Close: Dec. 31, 2023

If you have questions:

- Email:  
[fiscalfilerreview@ksde.org](mailto:fiscalfilerreview@ksde.org)



# Maintenance of Effort

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# Maintenance of Effort: THE WHY?

- The purpose behind the MOE requirement is to help ensure that the LEA is expending at least a certain level of non-Federal funds for the education of students with disabilities.
- The LEA MOE requirement helps certify that LEAs continue to expend the funds necessary to provide those services. This is the LEA's supplement not supplant test.



# Excess Costs



# Excess Costs: THE WHY?

- There is a cost associated with the education of all students, regardless of whether they have a disability. VI-B funds are only intended to reimburse for the excess cost associated with providing special education services to students with disabilities.
- The Excess Cost report uses district-wide budget data to determine the average expenditure per pupil separately for both the elementary and secondary grade level in order to calculate the minimum amount of state and local funds that an LEA must expend for the education of students with disabilities before accessing VI-B funds.



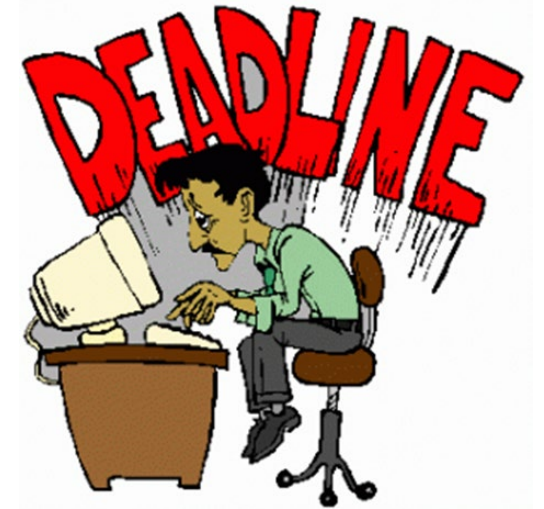
# Maintenance of Effort & Excess Costs

They are two different reports.

Submission window:

Open: November 15, 2023

Close: January 14, 2024



**\*\* Member Districts Due Date: December 15, 2023 \*\***

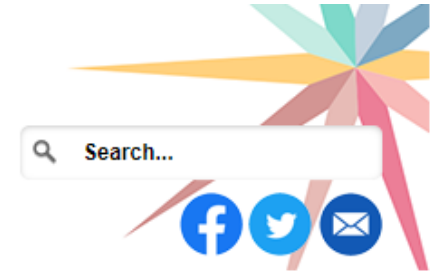
- Both the Maintenance of Effort and Excess Costs reports are accessed through the Kansas Grants Reporting System (KGRS). <https://apps.ksde.org/authentication/login.aspx>.



# RESOURCES



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[Excess Cost and MOE Instructions](#)

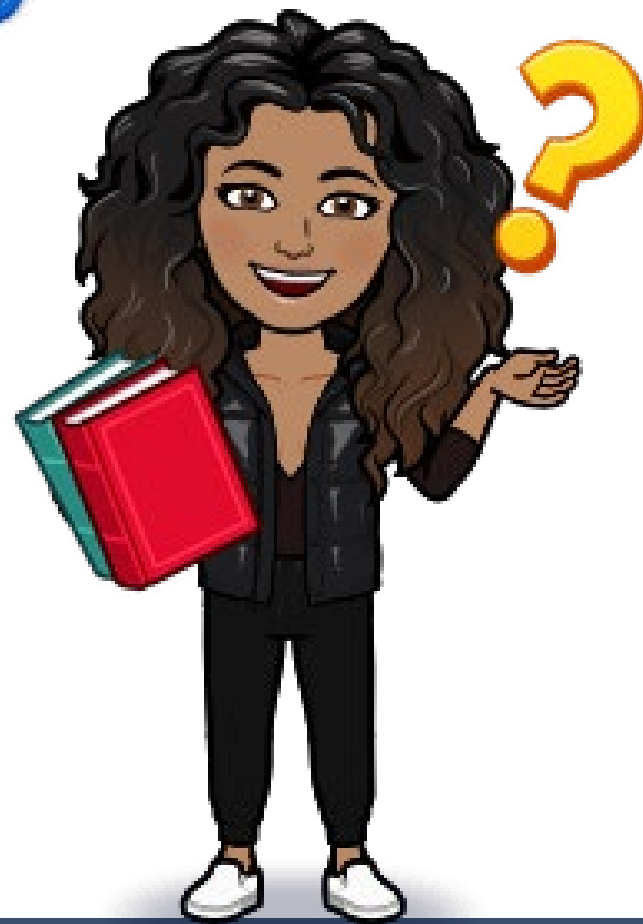
[KGRS User Guide: Maintenance of Effort and Excess Costs](#)

[IDEA Maintenance of Effort \(Recording\) July 2020](#)

- [PDF Slides](#)



any questions?



# Contact Information for Christy Weiler



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Team  
(785) 296-1712  
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# WIDA Alternate ACCESS English Language Proficiency Assessment



# WIDA Alternate ACCESS ELP for Students with a Most Significant Cognitive Disability



Student has a home language survey indicating language other than English and DLM eligible



Testing window is January 29-March 8, 2024, for students in Kdg-12th grade



Paper format, not computer based



Students must have a most significant cognitive disability, most significant deficits in adaptive behavior, and are an English Language learner



Use the same criteria as DLM and the alt early literacy screener to identify which students need the Alt ACCESS



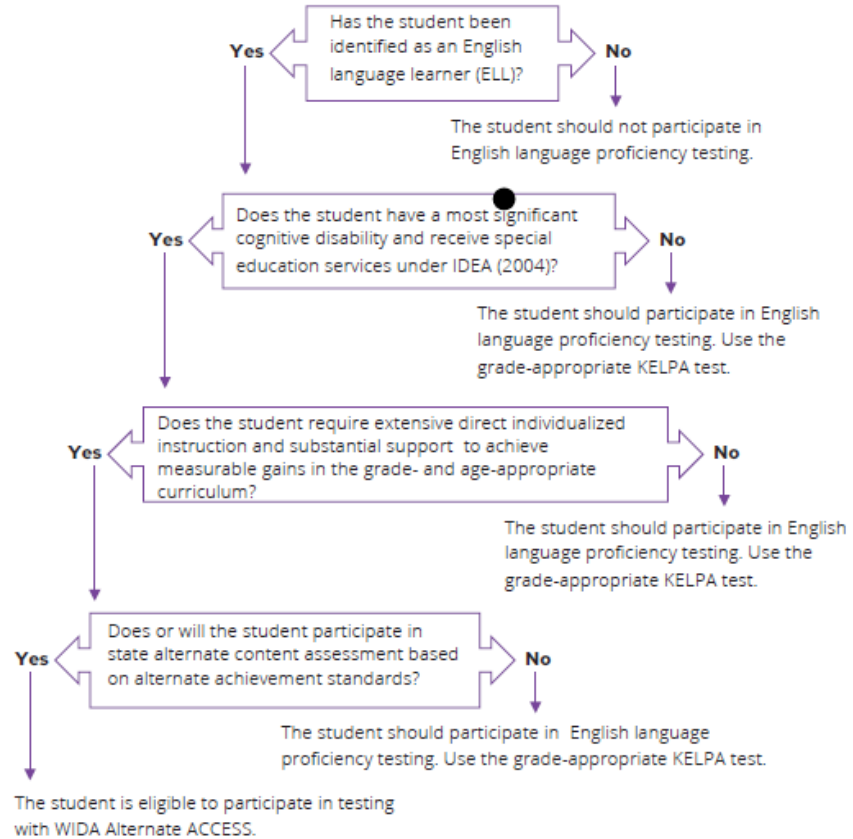
Tests students' English Proficiency in the four domains: listening, reading, speaking, and writing



# KS WIDA Alternate ACCESS Participation Decision Tree



KS WIDA Alternate ACCESS Participation Decision Tree



[Kansas Alternate Assessment Flow Chart](#)

[Rubric for Determining Student Eligibility for the Kansas Alternate Assessment \(DLM\)](#)

Always follow state-specific accessibility and accommodation policies for English language proficiency tests. State guidance may vary from the recommendations in this document.



# Do you have a student eligible to take the WIDA Alt ACCESS?

- Email Twyla Sprouse
- District name and number
- School
- The number of students who will be eligible for the DLM with ESOL status, especially K-2 students not currently enrolled.
- KSDE will be in contact with the District Testing Coordinator with test administration training and other information.



# Is training required for test administration?

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- Test administration training is required every year.
- Training includes 4 modules (Introduction, Student Eligibility, Test Administration, Test Results) and a certification quiz.
- Approximately one hour to complete.
- During the training, the Test Administrator Manual, Accessibility & Accommodations Manual, and other resources are available to download.

# When is the test window?

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- The Alternate Access assessment window is the same as the KELPA window
  - January 29<sup>th</sup> – March 8<sup>th</sup>
- The WIDA Alternate ACCESS English Language Proficiency Assessment is for English Learners with a most significant cognitive disability.

# How much time is required to administer the Alt ACCESS test?

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- 30 minutes per domain; 120 minutes maximum
- Students are provided a variety of opportunities to respond but are not pressed to do what they cannot do.

# When will scores be available?

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- Scores will not be available until early October 2024, due to standards setting.
- Once standards are set, scores will be available in April each year.

# ALT ACCESS New Information



- KSDE is submitting district and building names to WIDA this week.
- WIDA will create the DTC role and DTCs will receive an email to set up their account.
- DTCs will setup user accounts for any user under the DTC.
- DTC will submit Pre-ID file into WIDA AMS (student info) - By 12/15.
- Test coordinators will order materials in WIDA AMS (Assessment Management System) between 12/1-12/15.
- Resources will be posted on KSDE DLM webpage and linked on the ESOL Education Resources page.



# ALT ACCESS Q & A Zoom Meeting



Join us on December 7th from 10:00 am to 11:00 am for Q & A

**Target Audience:** District Test Coordinators, Administrators

- Join Zoom Meeting
- <https://ksde.zoom.us/j/87318039169>
  
- Meeting ID: 873 1803 9169
- Passcode: 598438

# DLM Webinar #4 – DLM fall wrap up and Alt ACCESS ELP Assessment



Join us on December 7th from 3:00 pm to 4:00 pm

**Target Audience:** Teachers, test coordinators, administrators

- Join Zoom Meeting
- <https://us02web.zoom.us/j/89779273623?pwd=UW5JeUw3N2xDZIBSWFJteW9JSzJMdz09>
- Meeting ID: 897 7927 3623
- Passcode: 947213

# Contact Information for WIDA Alt ACCESS



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Education Program Consultant  
Special Education and Title Services  
(785) 296-5674  
[tsprouse@ksde.org](mailto:tsprouse@ksde.org)

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### E-mail Communications

10/11 KASEA Awards

Dr. Ann Matthews, Executive Director

[Scholarship Application](#)

[Award Nomination](#)



## Resources

[Teaming Up to Support Kids with ADHD](#)

[Zirkel Legal Update October 2023](#)

[OSEP Update](#)

[Update to 504 Regulations in Limbo](#)

[Position Statement on MTSS in Early Childhood](#)

[Estimating the Cost of K-12 Education - Kansas Legislative Division of Post Audit](#)

KASEA committee members are busy working on your behalf. The legislative committee was active in October ensuring our presence at the Capitol during the Special Committee on Education meetings. I have also formed a work group within the legislative committee to represent special education in the ongoing conversations superintendents are having around the new open-border legislation. ESSDACK is leading the charge to develop guidance for districts across the state. Our KASEA members are specifically working to provide input to superintendents regarding capacity limits and special education considerations. I appreciate Christy Skelton, Kathy Kersenbrock-Ostmeyer, and Mark Schmidt for volunteering their time to this important work.

Three members have agreed to help develop a special education administrator evaluation tool collaboratively with K-State. If anyone else is interested, please contact [Lena Kisner](#) as soon as possible.

KASEA membership is up to 192 as of October 3rd. We have started using the membership list for communication. It is not too late to join KASEA and get the reduced registration rate when conference registration opens in December. KASEA dues are paid through the [USA-Kansas](#) website. While you're thinking of membership, consider joining our national affiliate the Council for Administrators of Special Education ([CASE](#)).

## Calendar

### **Connecting with KASEA**

11/15/23 12:00-1:00

### **Winter Conference**

Tuesday, February 20 & 21, 2024

Drury Hotel, Wichita

# Thank you for Joining us today!!!

- Next webinar is scheduled  
December 8<sup>th</sup>, 2023

