

# Special Education: sSEPA Record Reporting

Jeff Perry - Nancy Fuhrman

Customer Services - Special Education

March 17, 2021



WISCONSIN DEPARTMENT OF  
**PUBLIC INSTRUCTION**  
Carolyn Stanford Taylor, State Superintendent

# Today we will...

- Examine the sSEPA record in the WISEdata Portal
- Look at the Student Detail field by field
- Review parentally-placed private (PPP) reporting
- Talk about common errors
- Answer your questions

# What is a sSEPA?

- The sSEPA is the “Student Special Education Program Association”
- The sSEPA is the method by which a district submits special education data to DPI
- A sSEPA is expected when the IDEA eligibility = “Y”
- A sSEPA begins and/or ends within a school year

# WISEdata Portal Student Detail

## Example sSEPA

Special Education								
	District / Agency	Submitting School	Begin Date	End Date	IEPBeginDate	IEPEndDate	Included in 3rd Fri Sept count	Included in Oct 1st Child Count
▼	School District	El	09/08/2020		02/24/2020	02/23/2021	True	True
<b>Program Name:</b> Special Education		<b>Program Type:</b> Special Education		<b>Ed Environment:</b> A - School age: Regular Class at Least 80%				
<b>Reporting Disability:</b> SL		<b>Disabilities:</b> <ul style="list-style-type: none"><li>1 : Speech or Language Impairment</li></ul>		<b>FAPE Responsible School:</b> El		<b>FAPE Responsible District:</b> School District		
<b>Last Evaluation Date:</b> 02/03/2020		<b>Reason Exited:</b>		<b>Create Date:</b> 10/21/2020 9:49:48 AM		<b>Last Modified Date:</b> 10/21/2020 9:49:48 AM		
<b>Effective Begin Date:</b> 09/08/2020		<b>Effective End Date:</b> 06/30/2021						

Special Education Ed-Fi API View

# Data Fields

- District /Agency
  - Submitting School
- 
- Displays the district/agency and school submitting the sSEPA record

	District / Agency	Submitting School
▼	<input type="text" value="School District"/>	<input type="text" value="El"/>

# Data Fields

- **IEPBeginDate**
- **IEPEndDate**
- Displays the individualized education program (IEP) begin or implementation date
- Displays the IEP end date or anticipated end date

IEPBeginDate	IEPEndDate
02/24/2020	02/23/2021

# Data Fields

- **Count Date Inclusion Fields**
  - Displays whether the student is included in the Third Friday of September Enrollment Count and the October 1 Child Count
  - For districts with a third party vendor, this value is sent by the district's main SIS; not the special education vendor

Included in 3rd Fri Sept count	Included in Oct 1st Child Count
True	True

# Data Fields

- **Program Name**
  - **Program Type**
- In a sSEPA record, both of these fields will display as “Special Education”
  - Other examples of Program Association include Homeless, Student Language Instruction, Food Service

<b>Program Name:</b> Special Education	<b>Program Type:</b> Special Education
---	---



# Data Fields

- **Ed Environment**

Educational Environment reflects the extent to which students with disabilities attend educational programs with their peers without disabilities

For students who do not attend a program with a majority of peers without disabilities, the educational environment is the setting in which they receive special education and related services

**Ed Environment:** A - School age: Regular Class at  
Least 80%

# Data Fields

- **Ed Environment**

- Educational Environment used to complete required federal data reporting to the Office of Special Education Programs under section 618 of the Individuals with Disabilities Education Act of 2004
- Educational Environment used for target setting for Indicators 5 and 6 of the Annual Performance Report (APR) submitted to the Office of Special Education Programs
- Educational Environment publicly reported at state and local
- Educational Environment used for calculating LEA Determinations

# Data Fields

- **Ed Environment**

Two sets of codes of educational environment codes dependent on a student's age or specific to 5-year-olds, age and grade

- **Preschool Codes = Age 3, Age 4, and Age 5 not in KG**
- **School Age Codes = Age 5 in KG through Age 21**

Note: The reporting of 5-year-olds dependent on grade was a reporting change starting with the 2020-21 school year.

# Data Fields

- **Ed Environment**

Preschool: Attends a Regular Early Childhood Program

- R1, R2, R3, R4

Preschool: Attends a Special Education Early Childhood Program

- B1, B2, B3

Preschool: Attends neither a Regular Early Childhood nor a Special Education Early Childhood Program

- B4, B5

# Data Fields

- **Ed Environment**

School Age: Percent of Time Inside the Regular Class

- A, B, C

School Age: Separate School or Residential Facility

- D, E, F, G

School Age: : Hospital/Homebound

- I, J

School Age: : Correctional Facility

- S

School Age: Parent Placed Private

- T

# Data Fields

- **Ed Environment**

For more information specific to accurate coding, visit the Educational Environment Data Elements page:

<https://dpi.wi.gov/wise/data-elements/educational-environment>

# Data Fields

- **Reporting Disability**

- Indicated on the student's Evaluation Report (Form ER-1)
- Only one reporting disability can be submitted to WISEdata for a student
  - For a student with more than one disability, the district must identify the reporting disability

**Reporting Disability:**

SL

# Data Fields

- **Reporting Disability**

- Reporting Disability used for disaggregated reporting and accountability purposes, including WISEdash, ESSA Report Card, Adequate Yearly Progress, Wisconsin School Performance Report, and the Wisconsin Continuous Improvement and Focused Monitoring System
- Reporting Disability used for the determination of significant disproportionality and disproportionate representation
- Reporting Disability used to complete required data reporting to the Office of Special Education Programs under section 618 of the Individuals with Disabilities Education Act of 2004



# Data Fields

- Disability Codes and Descriptions

Code	Short Description	Description
A	Autism	Autism
DB	Deaf-Blind	Deaf-Blind
EBD	Emotional Behavioral Disability	Emotional Behavioral Disability
H	Hearing Impairment	Hearing Impairment
LD	Specific Learning Disability	Specific Learning Disability
OHI	Other Health Impairment	Other Health Impairment
OI	Orthopedic Impairment	Orthopedic Impairment
SDD	Significant Developmental Delay	Significant Developmental Delay
SL	Speech or Language Impairment	Speech or Language Impairment
TBI	Traumatic Brain Injury	Traumatic Brain Injury
V	Visual Impairment	Visual Impairment
ID	Intellectual Disability	Intellectual Disability

# Data Fields

- **Disabilities**

- Corresponds to the value entered in the Reporting Disability field
- For a student with more than one disability, will identify the Reporting Disability and the Other Disability(ies)

<b>Reporting Disability:</b>	<b>Disabilities:</b>
H	<ul style="list-style-type: none"><li>• 1 : Hearing Impairment</li></ul>



<b>Reporting Disability:</b>	<b>Disabilities:</b>
ID	<ul style="list-style-type: none"><li>• 1 : Intellectual Disability</li><li>• 2 : Speech or Language Impairment</li></ul>

# Data Fields

- **Disability**

For more information, visit the Disability Data Elements page:

<https://dpi.wi.gov/wise/data-elements/disability>

# Data Fields

- **FAPE Responsible School and District**

- FAPE = Free Appropriate Public Education
- Required for data submission and should always be completed
- FAPE District = District responsible for developing a student's IEP

**FAPE Responsible**

**School:**  El

**FAPE Responsible District:**

School District

# Data Fields

- **FAPE Responsible School and District**

- FAPE responsibility is determined as of a given date to determine accountability at that time
- Collection dates for FAPE responsibility: Third Friday of September, October 1 Child Count, Current (present day), Year End
- If at any point a different FAPE-responsible school or district is documented by the submitting district in a new sSEPA, the value for FAPE-responsible school or district active at the time will be used for the corresponding collection date

# FAPE Accountability

- **FAPE Accountability Scenarios**

## **Submitting District and FAPE District = Same**

- Submitting District is the Resident District
- Submitting District is the Open Enrollment District

## **Submitting District and FAPE District = Different**

- Submitting District is not the Resident District - **IEP Team Placement**

## **FAPE accountability cannot be transferred within the same district**

- A district cannot submit an enrollment for School A and make School B in the same district accountable

# FAPE Accountability

- **FAPE Responsible School And District**

For more information, visit the FAPE – Responsible School/District Data Elements page:

<https://dpi.wi.gov/wise/data-elements/faperesponsible>

**OR**

Visit the FAPE Responsibility Guide:

<https://dpi.wi.gov/sites/default/files/imce/sped/pdf/residency-fape.pdf>

# Data Fields

- **Last Evaluation Date**

- The date of the last special education evaluation (form ER-1)
- If the student's parents and the district agree to waive the re-evaluation, then the field reflects the date of the notice of agreement that a three-year re-evaluation is not needed (form RE-3)

**Last Evaluation Date:**

02/03/2020



# Data Fields

- **Reason Exited**

- Describes why a student's sSEPA record has an end date
- Must be submitted when a special education student's enrollment or sSEPA record ends
- An end date requires an exit reason, even if the end date is a typical end of the school year exit date
- Reason Exited is used for more accurate federal reporting of special education students who have returned to regular education

**Reason Exited:**

Continuing in Special  
Education

# Data Fields

- Reason Exited

Code	Short Description
C	Continuing in Special Education
R	Revoked consent for special education services
T	Transferred to regular education
E	Exited district due to enrollment exit code

- If a student leaves your district, remember to use “E” (not “C”)

# FAPE Accountability

- Reason Exited

For more information, visit the Reason Exited Special Education Data Elements page:

<https://dpi.wi.gov/wise/data-elements/reason-exited>

# Data Fields

- **Create Date & Last Modified Date**
- Dates the the sSEPA record were originally created and most recently modified
- If either of these dates is different than expected, the data submission may not have been received

**Create Date:**

10/21/2020 9:49:48 AM

**Last Modified Date:** 10/21/2020 9:49:48 AM

# Data Fields

- sSEPA Date Fields

- Displays the **Begin Date** and the **End Date** of the sSEPA record
- Both the Begin and End Date must be within the current school year

Special Education								
District / Agency	Submitting School	Begin Date	End Date	IEPBeginDate	IEPEndDate	Included in 3rd Fri Sept count	Included in Oct 1st Child Count	
School District	El	09/08/2020		02/24/2020	02/23/2021	True	True	
<b>Program Name:</b> Special Education		<b>Program Type:</b> Special Education		<b>Ed Environment:</b> A - School age: Regular Class at Least 80%				
<b>Reporting Disability:</b> SL		<b>Disabilities:</b> <ul style="list-style-type: none"><li>• 1 : Speech or Language Impairment</li></ul>		<b>FAPE Responsible School:</b> El		<b>FAPE Responsible District:</b> School District		
<b>Last Evaluation Date:</b> 02/03/2020		<b>Reason Exited:</b>						
<b>Effective Begin Date:</b> 09/08/2020		<b>Effective End Date:</b> 06/30/2021		<b>Create Date:</b> 10/21/2020 9:49:48 AM		<b>Last Modified Date:</b> 10/21/2020 9:49:48 AM		

[Special Education Ed-Fi API View](#)

# Data Fields

- **Begin Date**

The sSEPA Begin Date is the latest of the following dates within the school year:

- The first day of the school year for a continuing IDEA-eligible student
- The first day of enrollment for an IDEA-eligible student transferring into the district
- The implementation date of the IEP/ISP for a student initially identified as IDEA-eligible
- The implementation date of the IEP/ISP for a continuing IDEA-eligible student when there is a change in the special education implementation date

# Data Fields

- **Begin Date**

- The sSEPA Begin Date cannot be prior to a student's third birthday as Part B IDEA eligibility begins at age 3
- The IEP Begin Date, however, can be prior to the student's third birthday if the district begins providing special education services prior to age 3

# Data Fields

- **Begin Date**

A new sSEPA record with a new Begin Date is needed when there is a change to one of the sSEPA data elements:

- FAPE Responsible District or School
- Educational Environment
- Last Evaluation Date
- IEP Begin Date
- IEP End Date
- Disability
- Parent Placed Private Status
- School ID



# Data Fields

- **End Date**

A sSEPA End Date is required when:

- There is a change to one of the sSEPA data elements
- There is a subsequent sSEPA record in the same district for the student
- The student is no longer enrolled in the district
- The student is no longer IDEA-eligible
- The end of the school year

# Data Fields

- **Effective Begin and End Dates**

- WISEdata cannot accept sSEPA records that overlap
- WISEdata will attempt to calculate the Begin and End dates based upon the available information (similar to Enrollment records)
- Because only one sSEPA is valid on a given day, please make every effort to resolve overlap issues




For more information, visit the Effective Begin and End Dates Data Elements page:

<https://dpi.wi.gov/wise/data-elements/effectivedate>

# API View

- When your SIS sends data to WISEdata, it lands in a repository database
- A validation brings the data into the WISEdata Portal after running it against business rules and other checks
- The data will not be available in the WISEdata Portal until after the validation is run
- But there is a way to get a “sneak peek”!

# API View

Special Education 								
	District / Agency	Submitting School	Begin Date	End Date	IEPBeginDate	IEPEndDate	Included in 3rd Fri Sept count	Included in Oct 1st Child Count
	School District	El	09/08/2020		02/24/2020	02/23/2021	True	True
 <a href="#">Special Education Ed-Fi API View</a>								

# API View

## Special Education Ed-Fi API View

This view only shows special education program associations from your agency.

Begin Date	End Date	IEP Begin Date	IEP End Date
09/03/2019		05/08/2019	05/07/2020

### Student Special Education Program Association End Point (/studentSpecialEducationProgramAssociations)

- **Submitting School** (*educationOrganizationReference*): 10 [REDACTED]
- **Program** (*programReference*):
  - **Program Name** (*name*): Special Education
  - **Program Type** (*type*): SPED - Special Education
  - **Program Education Organization Id** (*educationOrganizationId*): [REDACTED] 6
- **WISEId** (*studentUniqueld*): 102 [REDACTED]
- **Begin Date** (*beginDate*): 09/03/2019
- **End Date** (*endDate*):
- **Reason Exited** (*reasonExitedDescriptor*):
- **Ed Environment** (*specialEducationSettingDescriptor*): T - Ages 6-21: Parentally Placed in Private Schools
- **Last Evaluation Date** (*lastEvaluationDate*): 04/08/2019
- **IEP Review Date** (*iepReviewDate*):
- **IEP Begin Date** (*iepBeginDate*): 05/08/2019
- **IEP End Date** (*iepEndDate*): 05/07/2020
- **Disabilities** (*StudentSpecialEducationProgramAssociationDisabilities [disabilityDescriptor : orderOfDisability]*):
  - H - Hearing Impairment : True
- **Student Special Education Program Association Extension** (*\_ext*):
  - **FAPE Responsible School** (*Wi\_FapeResponsibleSchoolReference*): 10 [REDACTED]
- **Create Date**: 10/28/2019 11:44:38 AM
- **Last Modified Date**: 1/2/2020 2:32:26 PM
- **Ed-Fi Id** (*id*): fae38010-11e3-49c1-a992-95ed8d4237e5

# Reporting PPP Students

## Parentally-Placed Private (PPP)

- A student placed by a parent or guardian in a private school who is receiving special education services under an individual service plan (ISP) from a public school district
- The student's primary education is provided by the private school
- The responsible school district is the district in which student's private school is located
- Applies to all children with disabilities attending private elementary and secondary schools; Grade level PK is permitted for PPP students

# Reporting PPP Students

- **Enrollment Type ParentPlacedPrivate**
  - Submit a non-primary enrollment as Enrollment Type “ParentPlacedPrivate
  - Do not submit roster, attendance, etc. (DPI does not collect attendance data for PPP students, but if it's submitted it will be subject to validation rules; Send a value of zero (0), not a null value)
  - Do submit Demographics tab data and Completed School Term
  - If the private school is in the Choice program, the Choice school will submit a primary enrollment
  - Check with your vendor to see how to designate a student as PPP

# Reporting PPP Students

- **Enrollment Type ParentPlacedPrivate**

- If the private school is in the Choice program, the Choice school will submit a primary enrollment
- If student's primary enrollment is in a Choice school, the student is included in the third Friday in September count for the Choice school and the public school district count for the October 1 Child Count
- Check with your vendor to see how to designate a student as PPP



# Reporting PPP Students

- **Enrollment Type ParentPlacedPrivate**

- The educational environment for a PPP student age 5 in KG through age 21 is “T” – Parentally Placed in Private School
- There is no separate educational environment code for a PPP student age 3, age 4, or age 5 not in KG
- The Preschool Educational Environment Decision Tree should be used when determining the educational environment code for a PPP student age 3, age 4, or age 5 not in KG

<https://dpi.wi.gov/sites/default/files/imce/sped/pdf/presch-decision-tree.pdf>

# Some Common Errors



# Error 6649

- **Invalid Three Year Old PPP**

- A 3-year-old student was submitted as Parentally Placed Private (PPP)
- 3-year-old students should be covered by an IEP rather than an ISP
- Consider the enrollment and sSEPA dates-- if the enrollment includes any point in time where the student was age 3, then the Enrollment Type must be changed from Parent Placed Private/PPP to Primary
- Exception: Child is age 3 and enrolled in a private school in grade 4K or KG

# Error 6725

- **The special education record does not correspond to an effective enrollment period**
- Long Text: The special education record does not correspond to an effective enrollment period because (1) the corresponding enrollment has been invalidated or (2) there is no corresponding enrollment because the Begin and End Dates on the special education record fall outside an effective enrollment period.
- Example from UAT (test environment)

# sSEPA Record Dates

- **How do I enter sSEPA begin & end dates vs. IEP begin & end dates?**
- The sSEPA dates must be within the school year, while the IEP dates may cross school years
- The sSEPA dates must correspond with the IEP dates with respect to the school year
- When an enrollment record ends, the sSEPA record must also end
- If there are multiple sSEPA records in one school year, there can be no overlaps

# Error 6799

- **Invalid Reason Exited Special Education when the student has exited the district**
- Long Text: Invalid Reason Exited Special Education when the student has exited the district. If the student has exited the district and Enrollment Exit Type is HSC (High School Completion), TOS (Transfer Out-of-State), MA (Max Age), ISM (Interstate move), DE (Death), INM (International move), or PCC (Prior Completion Credential), it is expected that the sSEPA will also end. The Reason Exited Special Education should be either 'Exited' (Exited district due to enrollment exit code) or, in rare cases where it applies, 'Revoked' (Parent revokes consent for special education). Either correct the Reason Exited Special Education or correct the Enrollment Exit Type to fix the error.

# Error 6799

- **Invalid Reason Exited Special Education when the student has exited the district**
- When an enrollment record ends, the sSEPA record must also end
- Just as you must enter the appropriate Exit Type Code for an ending enrollment, you must enter the correct Reason Exited Special Education for an ending sSEPA
- This includes the end of the school year

# Error 7139

- **Ed Env Invalid for Age**

- **Long Text:** Invalid Educational Environment Setting based on student age and grade level for the effective period of the special education record. Educational Environment Setting codes are defined for two age groups: Preschool (Age 3 to 5 not in KG) and School age (Age 5 in KG to 21. If the child is age 5 and the grade is KG or higher, the school-age educational environment categories will be used. If the child is age 5 and the grade is K3, K4, or PK, the preschool educational environment categories will be used. If the child is age 3-4 then the preschool educational environment categories should be used. If the child is age 5 in KG -21 then the school age ed env categories should be used. To ensure accurate federal reporting, it is critical that the sSEPA that covers October 1 has a valid educational environment for the student age as of October 1..



# Error 7139

The error is thrown in the following situations:

- 1) Student is age 3 or 4 on the SSEPA end date and the ed env code is submitted as school age, then you get the error. To fix the error change the education env code to preschool
- 2) Student is age 5 on the SSEPA end date, grade level is < KG, and the ed env code is submitted as school age, then you get the error. To fix the error change the education env code to preschool
- 3) Student is greater than or equal to age 5 on the SSEPA end date, grade level is > = KG, and the ed env code is submitted as preschool, then you get the error. To fix the error change the education env code to school age.

# Error 7139

4) Student is age 5 on begin date and grade level <kG and age 6 on the end date. In this case, separate the SSEPA record for age 5 and age 6. On the SSEPA record where the student is age 5 on SSEPA end date and grade level is < KG and the correct education env code is preschool. An error will be thrown if any other ed env code is used. On the SSEPA record where the student is age 6 on SSEPA end date irrespective of grade level, the education env code is school-age

# Some Common Errors

- **Missing Data**
  - The state determination received from the Office of Special Education Programs is impacted when the state reports missing demographic or missing/invalid educational environment data
  - Demographic data includes disability category, age, race/ethnicity, gender, ELL status
  - The LEA determination received from DPI is also impacted when there is missing or invalid data
  - LEA determination is impacted if the district needs to submit corrected data for the School Report Card.

# Some Common Errors

- **Missing Data**
- How can I tell if there is missing data?
- WISEdata Portal Validation Messages - Validation Category filter
  - Warnings may throw for missing data
- Compare current data vs. prior years
  - WISEdata Portal export files
  - WISEdash For Districts

# Helpful Resources

- [WISEdata Help](#): links to WISE help pages and useful resources
- [Data Elements](#): list of links to all WISEdata data elements and their descriptions, uses, and codes
- [Knowledge Base articles](#): useful articles on validations and other related topics
- [Info for Schools](#): basics of getting started with WISEid
- [Google+ Community](#): WISEdata community to view and post questions and comments to fellow users
- [WISEdata Events Calendar](#): View deadlines, trainings, webinars, etc.

# Giving Feedback

- Within most DPI applications you can provide feedback directly, enter a new suggestion, and vote on suggestions made by other people.

WISEdata Portal feedback

**NEW!**

Do you have an idea for a change or addition to WISEdash?  
We want to hear about it. [Please click here.](#)