

# **SPP 13: Secondary Transition**

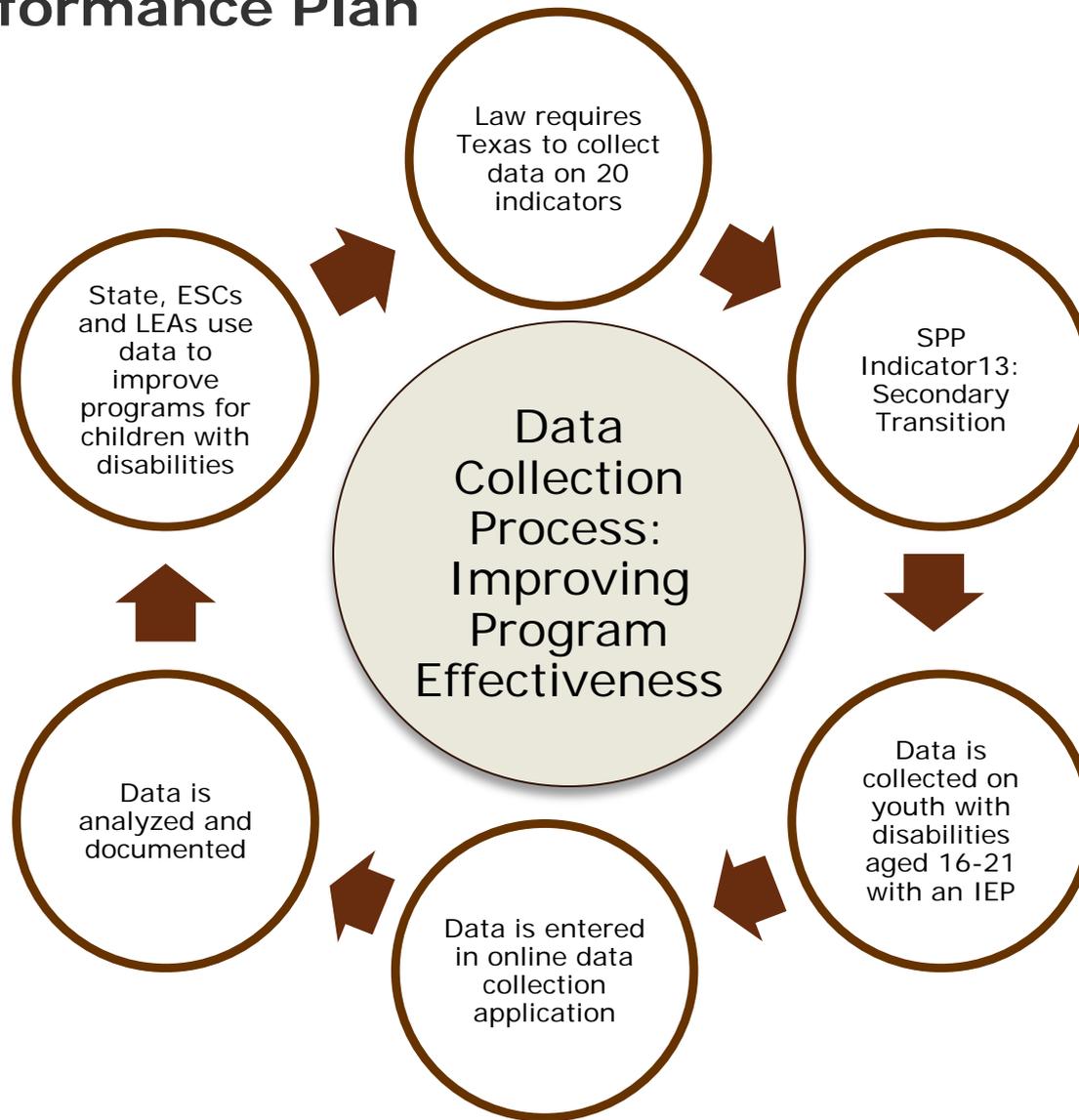
Training: Data Collection 2011-2012

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# State Performance Plan Overview

# State Performance Plan Process



# Federal Requirements: Data Collection

IDEA 2004: requires each State to develop a State Performance Plan (SPP).

- The SPP helps the State evaluate efforts in implementing the requirements and purposes of the IDEA.
- The SPP includes baseline data, measurable and rigorous targets, and improvement activities for 20 SPP indicators. The SPP can be found at <http://www.tea.state.tx.us/index2.aspx?id=2147497591>
- Data are used for LEA determinations. SPP targets are publicly reported and accessible online.

# SPP: Improving Education

## By Publicly Reporting the SPP Targets:

- Schools make informed, data-driven decisions in order to impact program effectiveness.
- Children and youth experience effective programs and services that ensure positive outcomes.

# **SPP 13: Secondary Transition**

## **SPP INDICATOR 13 : SECONDARY TRANSITION**

The percentage of youth with IEPs aged 16 and above with an IEP that includes appropriate measurable postsecondary goals that are annually updated and based upon an age appropriate transition assessment, transition services, including courses of study, that will reasonably enable the student to meet those postsecondary goals, and annual IEP goals related to the student's transition service needs.

Once TEASE approval for SPP 13 has been received, the user may access SPP 13 through the online TEASE Portal.

Click link for SPP 13.

The URL to login to TEASE Portal:

<https://sequin.tea.state.tx.us/apps/logon.asp>

**TEASE**

### Application List

#### Your Applications



[SPP13 - State Performance Plan 13](#)

The SPP Indicator 13 application is currently closed.

**Click link**

# SPP 13 Roles

SSA Certifier - save and edit data & certify districts in SSA.

District Certifier - save and edit data & certify district

Data Entry Agent Multiple District - save and edit data for member districts in SSA

Data Entry Agent Single District - save and edit data

ESC Viewer - view district data within the region

# SPP 13 Home Page

## Menu Options:

- Data Entry
- Campus Admin
- District Admin
- Reports
- Instructions
- FAQ

**State Performance Plan** School Year: 2009-10 Username: jperalt1011 Rol

Home Data Entry Campus Admin District Admin Reports Instructions FAQ

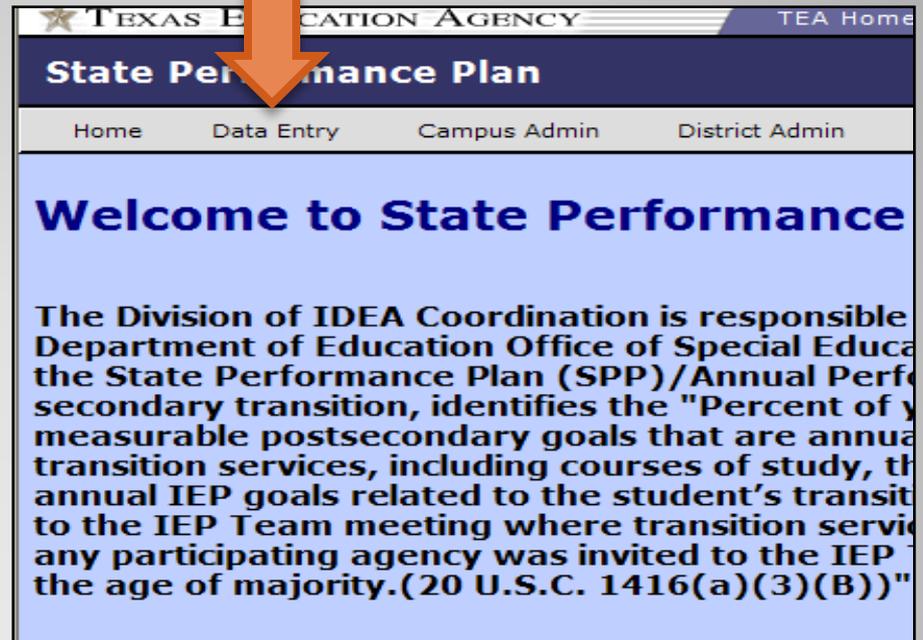
## Welcome to State Performance Plan Indicators (SPP 13)

The Division of IDEA Coordination is responsible for gathering survey data for the State of Texas. The U.S. Department of Education Office of Special Education Programs (OSEP). The State Performance Plan (SPP)/Annual Performance Report (APR) Indicator 13 designated for secondary transition, identifies the "Percent of youth with an IEP that includes appropriate measurable postsecondary goals that are annual and age appropriate transition assessment, transition services, including courses of study that enable the student to meet those postsecondary goals, and annual IEP goals related to the student's services needs. There also must be evidence that the student was invited to the IEP Team meeting to discuss transition services are to be discussed and evidence that, if appropriate, a representative of the community agency was invited to the IEP Team meeting with the prior consent of the parent or student if the student is of age of majority.(20 U.S.C. 1416(a)(3)(B))".

# Entering and Saving Student-Level Data

# Data Entry Page

To add student data or view student data, click **Data Entry**.



# Overview of Data Entry

District information

Student Demographics

Section: IEP Review

Section: Quality Analysis

**Indicator 13: Age 16 and above with an IEP**

Data From School Year: 2009-10  
District: AUSTIN ISD (227901)  
Campus: AUSTIN H S (227901002) [Go]

Region: REGION XIII  
District: AUSTIN ISD  
Campus: AUSTIN H S  
Data From School Year: 2009-10  
Data Entry Open and Close Period: 4/1/2010 - 6/31/2010  
Data Entry Finalized Date: Not Finalized  
Campus Status: Not Submitted

**Total number of students in complete status: 0**

SSN	Student Name	Date of Birth	Grade Level	Status	In Compliance	SSN
No Student Records Found						

[Click here if you have no student data to submit.](#)

SSN / AIR ID: [ ] PET Match: [ ] Select Student: [ ]

Student's First Name: [ ] Student's Last Name: [ ]

Student's Date of Birth: [ ] Gender: [ ]

Grade Level: --Select--

Ethnicity (PEMS): --Select--

Primary Disability: --Select--

Instructional Setting: --Select--

Student Status: [ ] Folder Review Date: mm/dd/yyyy

### Individualized Education Plan (IEP) Review

**Check the Appropriate Response** (Any "No" response in this section will result in non compliance with Indicator 13.)

**The IEP includes measurable postsecondary goals (34 CFR § 300.320)**

Yes No 1. The IEP includes measurable postsecondary goals that are updated annually.

**The IEP includes coordinated, measurable annual IEP goals (34 CFR § 300.320)**

Yes No N/A 2. Initial transition services discussion occurs no later than the first IEP to be in effect when the student turns 16.

Note: N/A is an acceptable response only for the following reasons. Check one that applies:  
 Student transferred into the district after his/her 16th birthday, and the student's IEP did not include any evidence of transition services.  
 Student's initial placement ASD did not take place until after the student turned 16.  
 Student was reported in a previous data collection as out of compliance on this item.

Yes No 3. Age appropriate transition assessments are completed.

Yes No 4. Student strengths and needs are identified.

Yes No 5. The IEP is reviewed and updated at least annually.

Yes No 6. Annual IEP goals facilitate movement toward postsecondary goals.

**The IEP includes transition services in the form of coordinated activities (34 CFR § 300.43)**

Yes No 7. The student is invited to the Admission, Review, and Dismissal Committee (ARDC)/IEP meeting.

Yes No 8. Student preferences and interests are taken into consideration in the development of the IEP.

Yes No 9. Student needs, taking into account student strengths, preferences and interests are reflected in identified postsecondary goals.

Yes No 10. Based on student needs, transition services in the form of coordinated activities include instruction, related services, community experiences, development of employment/adult living and if appropriate, acquisition of daily living skills and provision of functional vocational evaluation.

Yes No 11. The IEP includes a course of study that supports postsecondary goals.

**The public agency must invite a representative of any participating agency providing transition services (34 CFR § 300.321(b)(3))**

Yes No N/A 12. With the written and signed consent of parents or adult student, any agency responsible for providing transition services is invited to the ARD/IEP meeting.

Note: N/A is an acceptable response only if it is not appropriate to invite an agency OR  
Parent has documented written consent to not invite an agency.

Yes No N/A 13. The ARDC should be reconvened to develop alternative strategies when participating agencies failed to provide transition services.

Note: N/A is an acceptable response only if the public agency provided the documented services and the ARDC did not reconvene to implement alternative transition services.

This student's IEP meets the requirements of Indicator 13 [Yes] [No]

### Quality Analysis

The following information will assist in the planning of professional development activities at the state, regional and district levels to provide more effective high school transition planning and services for students. For each statement, indicate the quality level that best describes the data collected from the student's folder.

**Q-1 Degree to which yearly progress was made toward postsecondary goals using coordinated set of activities.**

1. Coordinated set of activities used and progress was made toward postsecondary goals.  
2. Majority of coordinated set of activities was implemented, but little or no student progress was made toward postsecondary goals.  
3. Coordinated set of activities was implemented and student progress was made toward meeting postsecondary goals.

**Q-2 Student needs, strengths, preferences and interests were fundamental in the development of the IEP.**

1. Needs, strengths, preferences and interests were recorded but were not used or used very little in the development of IEP.  
2. Needs, strengths, preferences and interests were (documented/recorded) addressed in the IEP and were used sometimes.  
3. Needs, strengths, preferences and interests were fully integrated into the development of the IEP.

**Q-3 Degree to which student participated in ARDC and development of IEP.**

1. Student was not in attendance.  
2. Student attended ARDC meeting and contributed somewhat to the development of the IEP.  
3. Student had a formal position on the ARDC meeting and helped in the development of the IEP.  
4. Student had discussion component of ARDC meeting and participated fully in the development of the IEP.

The following two statements will help determine state ranking in the area of higher education connections.

**Q-4 Materials/information for higher education connections were shared with the student.**

1. Yes  
2. No

**Q-5 If response to the previous statement is "Yes" please identify all materials and/or information that were shared with the student (Check all that apply)**

<input type="checkbox"/> Brochure for college or vocational training	<input type="checkbox"/> Individual session with career counselor
<input type="checkbox"/> Financial aid information	<input type="checkbox"/> State of TX
<input type="checkbox"/> Request for information	<input type="checkbox"/> Academic Plan
<input type="checkbox"/> Worksheet on disability accommodations	<input type="checkbox"/> Other (please specify):
<input type="checkbox"/> Worksheet on living arrangements	

Save Cancel Clear Student Data

# Data Entry Page

1. Select current School Year, District, and Campus. Click **Go**.

2. Verify that the Region, District, Campus, School Year, and Status information is correct.

State Performance Plan School Year: 2009-10 Username: jperalt011 Role:

Home **Data Entry** Campus Admin District Admin TEA Admin Maintenance Instructions FAQ Exit

### Indicator 13: Age 16 and above with an IEP

Data From School Year: 2009-10  
District: AUSTIN ISD (227901)  
Campus: --Select- **Go**

Region:  
District:  
Campus:  
Data from School Year:  
Data Entry Open and Close Period:  
Campus Status:  
Total number of students in complete status:

Edit	Student Name	Date Of Birth	Grade Level	Status	In Compliance	\$\$
No Student Records Found						

## Indicator 13: Age 16 and above with an IEP

Data From School Year: 2009-10  
District: AUSTIN ISD (227901)  
Campus: AUSTIN H S (227901002) **Go**

**Region:** REGION XIII  
**District:** AUSTIN ISD  
**Campus:** AUSTIN H S  
**Data from School Year:** 2009-10  
**Data Entry Open and Close Period:** 4/1/2010 - 8/31/2010  
**Data Entry Finalized Date:** Not Finalized  
**Campus Status:** **Not Submitted**  
**Total number of students in complete status:** 0

# Data Entry: Student Information

Enter Student's SSN or alternate student ID.

Click **PET Match**.

The student's name will appear highlighted.

Click **Select Student**.

The student's name and DOB will pre-fill in the fields.

Complete remaining fields.

Click here if you have no student data to submit.

SSN / Alt ID: 900101004

PET Match

\*\*\*\*\*1004 TRAIN, JANE 3/3/1992

Select Student

Student's First Name: JANE

Student's Last Name: TRAIN

Student's Date of Birth: 3/3/1992

Grade Level: 10

Gender: Female

Ethnicity (PEIMS): Hispanic

Primary Disability: NonCategorical Early Childhood

Instructional Setting: 50-ResidntlNonpubSchlPrgm

Student Status: [ ]

Folder Review Date: 6/30/2010  
mm/dd/yyyy

In compliance: [ ]

Clear Student Data

# Data Entry: Student Information- No PET match found



The screenshot shows a data entry interface with a light blue background. On the left, there is a label 'SSN / Alt ID' next to a text input field containing the number '900101005'. To the right of this field is a button labeled 'PET match'. Further to the right is a white rectangular box with a thin border containing the text 'No Match found'.

**If no PET match is found, check the following:**

- Confirm that the entered SSN is correct.
- Check with your PEIMS Coordinator to update the student's data in PET.

## Section: IEP Review

Select **Yes** or **No** for each question. All 13 questions must be completed.

The final compliance status of each IEP is automatically populated at the bottom of the IEP review section.

March 2012

### Individualized Education Plan (IEP) Review

Check the Appropriate Response (Any 'No' response in this section will result in non compliance with Indicator 13.)

The IEP includes measurable postsecondary goals (34 CFR § 300.320)

- Yes  No 1. The IEP includes measurable postsecondary goals that are updated annually.

The IEP includes coordinated, measurable annual IEP goals (34 CFR § 300.320)

- Yes  No  N/A 2. Initial transition services discussion occurs no later than the first IEP to be in effect when the student turns 16.

Note: N/A is an acceptable response only for the following reasons. Check one that applies:

- Student transferred into the district after his/her 16th birthday, and the student's IEP did not include any evidence of transition services.  
 Student's initial placement ARD did not take place until after the student turned 16.  
 Student turned 16 prior to July 1, 2011 and the district reported noncompliance on this item and has implemented corrective action.

- Yes  No 3. Age appropriate transition assessments are completed.

- Yes  No 4. Student strengths and needs are identified.

- Yes  No 5. The IEP is reviewed and updated at least annually.

- Yes  No 6. Annual IEP goals facilitate movement toward postsecondary goals.

The IEP includes transition services in the form of coordinated activities (34 CFR § 300.43)

- Yes  No 7. The student is invited to the Admission, Review, and Dismissal Committee (ARDC)/IEP meeting.

- Yes  No 8. Student preferences and interests are taken into consideration in the development of the IEP.

- Yes  No 9. Student needs, taking into account student strengths, preferences and interests are reflected in identified postsecondary goals.

- Yes  No 10. Based on student needs, transition services in the form of coordinated activities include instruction, related services, community experiences, development of evaluation.

- Yes  No 11. The IEP includes a course of study that supports postsecondary goals.

The public agency must invite a representative of any participating agency providing transition services (34 CFR § 300.321(b)(3))

- Yes  No  N/A 12. With the written and signed consent of parents or adult student, any agency responsible for providing transition services is invited to the ARD/IEP meeting.

Note: N/A is an acceptable response only for the following reasons. Check one that applies:

- It is not appropriate to invite an agency.  
 There is no documentation that the parent's or adult student's consent was given.

- Yes  No  N/A 13. The ARDC should be reconvened to develop alternative strategies when participating agencies failed to provide transition services.

Note: N/A is an acceptable response only for the following reasons. Check one that applies:

- An agency did not commit any services.  
 An agency did not participate in the ARD.  
 An agency provided services and there was no need to reconvene.  
 Item #12 was marked N/A.

This student's IEP meets the requirements of Indicator 13.  Yes  No

# Section: IEP Review

The IEP includes coordinated, measurable annual IEP goals (34 CFR § 300.320)

Yes  No  N/A 2. Initial transition services discussion occurs no later than the first IEP to be in effect when the student turns 16.

Note: NA is an acceptable response **only** for the following reasons. Check one that applies:

- Student transferred into the district after his/her 16th birthday, and the student's IEP did not include any evidence of transition services.
- Student's initial placement ARD did not take place until after the student turned 16.
- Student turned 16 prior to July 1, 2011 and the district reported noncompliance on this item and has implemented corrective action.

•Wording for Q.2 box 3 now reads, "Student turned 16 prior to July 1, 2011 and the district reported noncompliance on this item **and** has implemented corrective action."

NA can be checked for Q. 2 box 3 **only** if the following conditions apply:

- Student turned 16 prior to July 1, 2011
- The district previously reported noncompliance for this item and has implemented corrective action plan.

**The IEP includes coordinated, measurable annual IEP goals (34 CFR § 300.320)**

Yes  No  N/A 2. Initial transition services discussion occurs no later than the first IEP to be in effect when the student turns 16.

Note: NA is an acceptable response **only** for the following reasons. Check one that applies:

- Student transferred into the district after his/her 16th birthday, and the student's IEP did not include any evidence of transition services.
- Student's initial placement ARD did not take place until after the student turned 16.
- Student turned 16 prior to July 1, 2011 and the district reported noncompliance on this item and has implemented corrective action.

If **both** conditions apply, then NA is an acceptable response and the district does not have to report noncompliance for this item.

## Section: Quality Analysis

Select the appropriate answer for each question.

\*Note: Q.5 – if **Other** is selected, please specify in the text box below.

### Quality Analysis

The following information will assist in the planning of professional development activities at the state, regional and district levels to provide more effective high school transition planning and services for students. For each statement, indicate the quality level that best reflects data collected from the student's folder.

#### Q.1 Degree to which yearly progress was made toward postsecondary goals using coordinated set of activities.

- 1. Coordinated set of activities was not well-defined and little or no student progress was made toward postsecondary goals.
- 2. Majority of coordinated set of activities was well-defined, but little or no student progress was made toward postsecondary goals.
- 3. Coordinated set of activities was well-defined and student progress was made toward reaching postsecondary goals.

#### Q.2 Student needs, strengths, preferences and interests were fundamental in the development of the IEP.

- 1. Needs, strengths, preferences and interests were recorded but were not used or used very little in the development of IEP.
- 2. Needs, strengths, preferences and interests were moderately (50%) addressed in the IEP and were easily identified.
- 3. Needs, strengths, preferences and interests were fully integrated into the development of the IEP.

#### Q.3 Degree to which student participated in ARDC and development of IEP.

- 1. Student was not in attendance.
- 2. Student attended ARDC meeting and contributed somewhat to the development of the IEP.
- 3. Student led a small portion of the ARDC meeting and helped in the development of the IEP.
- 4. Student led discussion components of ARDC meeting and participated fully in the development of the IEP.

The following two statements will help determine state training in the area of higher education connections.

#### Q.4 Materials/information for higher education connections were shared with the student.

- 1. Yes
- 2. No

#### Q.5 If response to the previous statement is "Yes" please identify all materials and/or information that were shared with the student (Check all that apply)

- |  |   |
|--|---|
| <input type="checkbox"/> Brochures for colleges or universities  | <input type="checkbox"/> College/University Information fair(s)   |
| <input type="checkbox"/> Financial aid information               | <input type="checkbox"/> Individual session with school counselor |
| <input type="checkbox"/> Registration information                | <input type="checkbox"/> GEAR UP                                  |
| <input type="checkbox"/> Website(s) on disability accommodations | <input type="checkbox"/> Achieve Texas                            |
| <input type="checkbox"/> Website(s) on living arrangements       | <input type="checkbox"/> Other (please specify)                   |

Save    Reset    Clear Student Data

# Data Entry Page

**NOTE:** If questions are left unanswered in any section, error messages are displayed. Error messages prevent a record from being saved.

**Q.4 Materials/information for higher education connections were shared with the student.**

- 1. Yes
- 2. No

If you select Yes option for (Q.4) then you must select at least one checkbox in (Q.5)

**Q.5 If response to the previous statement is "Yes" please identify all materials and/or information that were shared with the student (Check all that apply)**

- Brochures for colleges or universities
- College/university information fair(s)
- Financial aid information
- Individual session with school counselor
- Registration information
- GEAR UP
- Website(s) on disability accommodations
- Achieve Texas
- Website(s) on living arrangements
- Other (please specify)

Please provide description if other is selected

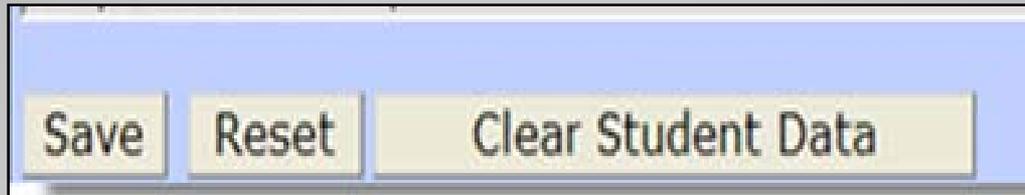
Save

Reset

Clear student data

Data cannot be saved until all the issues marked in red are addressed.

# Saving Student Data



**Save** button: Click to add/save a completed entry. If you fail to answer a required question, you will receive an error message.

**Reset** button: Click to clear any current student data so you can start over.

**Clear Student Data** button: Click to refresh the screen and return to the top of the screen so a new record can be added.

# Data Entry Page

After the student demographic data, the IEP review data and quality analysis data has been entered, and saved, the status will change to **Complete**.

A list of students entered into the system is located at the top of data entry page. The student may have a status of complete or incomplete.

[Click here if you have no student data to submit.](#)

SSN / Alt ID:  PET Match:  Select Student:

Student's First Name:  Student's Last Name:

Student's Date of Birth:

Grade Level:

Ethnicity (PEIMS):  Gender:

Instructional Setting:  Primary Disability:

Student Status:  Folder Review Date:

In compliance:

**Campus Status:** Not Submitted

**Total number of students in complete status: 1**

Edit	Student Name	Date Of Birth	Grade Level	Status	In Compliance	SSN
<input type="button" value="View"/>	<a href="#">LION, KING</a>	1/1/1991	11	<input type="text" value="Complete"/>	Yes	*****1005

# Submitting Campus Data

# Submitting Campus Records

1. Check that student data is in **Complete** status.
2. Check the assurance statements.
3. Click **Submit**.
4. Status will change to **Submitted**.
5. Notify District Certifier that campus data has been submitted. Once data has been submitted, the student data will be in **View** only.

Click **Campus Admin**

TEXAS EDUCATION AGENCY

State Performance Plan

Home Data Entry **Campus Admin** District Admin

Welcome to State Performance

The Division of IDEA Coordination is responsible

Note: If your campus was not selected to participate in the current year's sampling, the Search Campuses drop-down list will not be active.

Data From School Year: 2008-09

District: HOUSTON ISD (101912)

Campus: AUSTIN H S (101912001) Go

Region: REGION IV  
 District Name: HOUSTON ISD  
 County District Number: 101912  
 Campus Name: AUSTIN H S  
 Data from School Year: 2008-09  
 Data Entry Open and Close Period: 7/1/2009 - 8/13/2009  
 Data Entry Finalized Date: Not Finalized  
 Status: **Submitted**

Total number of students in complete status: 1

Edit	Delete	Student Name	Date Of Birth	Grade Level	Status	In Compliance	SSN
<a href="#">View</a>	<a href="#">Delete</a>	<a href="#">Trainer, John</a>	9/21/2002	12	Complete	Yes	*****1005

Print

Submit Campus Data

I understand and assure that no student records match the data collection criteria.  
 I understand and assure that the submitted data collection is accurate and reliable.  
 I understand and assure that information must be submitted to the district administrator for certification.

Submit

# Submitting Campus Records

NOTE: Once a campus has been submitted, the student data will be **View** only.

Data Entry Open and Close Period: 10/17/2010 - 12/31/2010

Status: **Submitted**

Total number of students in complete status: 2

Edit	Delete	Student Name	Date Of Birth	Grade Level	Status	In Compliance	SSN
<a href="#">View</a>	<a href="#">Delete</a>	<a href="#">GOLDEN, BULLET</a>	5/5/1994	11	Complete	No	*****5003
<a href="#">View</a>	<a href="#">Delete</a>	<a href="#">STAR, WARS</a>	5/5/1994	12	Complete	Yes	*****1002

[Print](#)

**Submit Campus Data**

- I understand and assure that no student records match the data collection criteria.
- I understand and assure that the submitted data collection is accurate and reliable.
- I understand and assure that information must be submitted to the district administrator for certification.

[Submit](#) **Campus has been submitted.**

View

# Edit or Delete Student Data

# Editing Data

State Performance Plan

Home Data Entry Campus Admin District Admin

Number of students in complete status: 2

	Student Name	Date Of Birth	Grade Level	Status	In Compliance	SSN
Edit	GOLDEN, BULLET	5/5/1994	11	Complete	No	*****5003
Edit	STAR, WARS	5/5/1994	12	Complete	Yes	*****1002

Access the **Data Entry** tab.

To edit a student record, click the **Edit** button next to the student's name.

Make any changes as necessary.

Save changes before moving to another page.

# Deleting Data

State Performance Plan

Home Data Entry Campus Admin District Admin

Number of students in complete status: 2

Edit	Delete	Student Name	Date Of Birth	Grade Level	Status	In Compliance	SSN
Edit	Delete	GOLDEN, BULLET	5/5/1994	11	Complete	No	*****5003
Edit	Delete	STAR, WARS	5/5/1994	12	Complete	Yes	*****1002

Print

Access the **Campus Admin** tab.

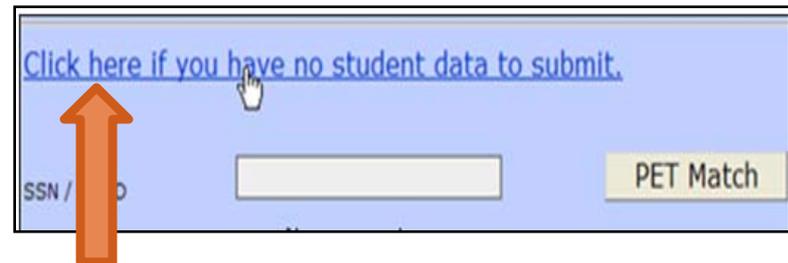
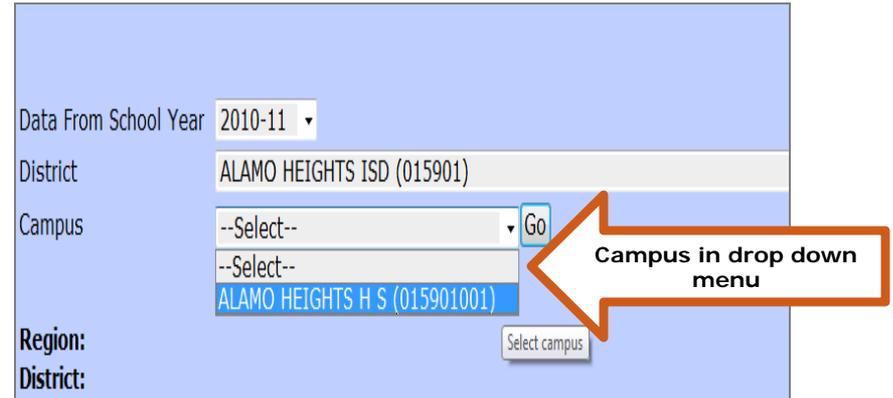
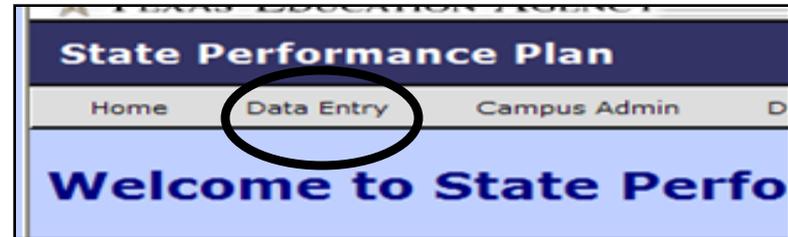
To delete a student record, click the **Delete** button next to the student's name.

# No Student Data to

**Submit:** When there is a campus in drop down menu on the data entry page

# No Student Data to Submit

1. Click **Data Entry** tab.
2. Select district and campus. Click **Go**.
3. Click the link below the student records table:  
[Click here if you have no student data to submit.](#)



# No Student Data to Submit

1. Once the link is selected on the Data Entry page, the user will be directed to the Campus Admin page to complete the submission.
2. Read and check assurances and click Submit.
3. Status will change to Submitted.
4. Notify district certifier that campus data has been submitted

Campus Admin  
page

Check and submit

Note: If your campus was not selected to participate in the current year's sampling, the Search Campuses drop-down list will not be active.

Data From School Year

Campus

**District Name** JUBILEE ACADEMIC CENTER  
**County District Number** 015822  
**Campus Name** JUBILEE ACADEMIC CENTER  
**Data from School Year** 2008-09  
**Status** **Submitted**

Edit	Delete	Student Name	Date Of Birth	Grade Level	Status	In Compliance	SSN
No Student Records Found							

**Submit Campus Data**

- I understand and assure that no student records match the data collection criteria.
- I understand and assure that the submitted data collection is accurate and reliable.
- I understand and assure that information must be submitted to the district administrator

March 2012 32

# Certifying District Data

# District Administration Page

District Data and Current Status

**State Performance Plan**

Home Data Entry Campus Admin **District Admin**

**Indicator 13: District Administration**

Data From School Year: 2010-11

District: HOUSTON ISD (101912)

Region: REGION IV  
 District Name: HOUSTON ISD  
 County District Number: 101912  
 Data from School Year: 2010-11  
 Data Entry Open and Close Period: 10/19/2010 - 12/6/2010  
 Current Status: **Not Certified**  
 Total number of campuses submitted: 2  
 Total number of students submitted: 0

Sampling List Generation Date: 12/2/2010 mm/dd/yyyy

**If all campuses are in submitted status and you are ready to certify scroll down to bottom of screen.**

Campus Return Process and Campus Status

**Campus Return Process**  
 Note: Select the appropriate radio button to enable the Return Reason/Notes

Select Campus	Campus Number	Campus Name	Status	Student Count	Return Reason
<input type="radio"/>	101912462	ADVANCED VIRTUAL ACADEMY	Not Submitted	0	
<input type="radio"/>	101912041	ATTUCKS MIDDLE	Not Submitted	0	
<input type="radio"/>	101912001	AUSTIN H S	LEA Returned	2	Campus Request
<input type="radio"/>	101912033	BARBARA JORDAN H S	Not Submitted	0	
<input type="radio"/>	101912002	BELLAIRE H S	Not Submitted	0	
<input type="radio"/>	101912382	BILLY R REAGAN K-8 EDUCATIONAL CTR	Not Submitted	0	
<input type="radio"/>	101912042	BLACK MIDDLE	Not Submitted	0	
<input type="radio"/>	101912344	BRIARMEADOW MIDDLE	LEA Returned	0	Campus Request
<input type="radio"/>	101912043	BURBANK MIDDLE	Not Submitted	0	
<input type="radio"/>	101912222	CARNEGIE VANGUARD H S	Not Submitted	0	

1 2 3 4 5 ... >>

**Return History:**

**Return Notes:** (150 characters maximum)

Certify

# Certifying District Data

1. Select **School Year** and **District**.

2. Click **Go**.

3. If data is not certified, the current status will be **Not Certified**.

4. **Sampling List Generation Date** must be included.

## Indicator 13: District Administration

Data From School Year

2010-11



District

HOUSTON ISD (101912)

Go



Region:

REGION IV

District Name:

HOUSTON ISD

County District Number:

101912

Data from School Year:

2010-11

Data Entry Open and Close Period:

10/19/2010 - 12/6/2010

Current Status:

Not Certified



Total number of campuses submitted: 2

Total number of students submitted: 0

Sampling List Generation Date

12/2/2010

mm/dd/yyyy



If all campuses are in submitted status and you are ready to certify scroll down to bottom of screen.

# Certifying District Data

1. Verify all campuses are in **Submitted** status.

2. Read and check assurance statement.

3. Click **Certify**.

4. The Current Status at the top of page will indicate **Certified**.

Note: Select the appropriate Radio button to enable the Return Reason/Notes

Select Campus	Campus Number	Campus Name	Status	Student Count	Return Reason
<input type="radio"/>	<a href="#">227901002</a>	AUSTIN H S	Submitted	51	<input type="text"/>
<input type="radio"/>	<a href="#">227901250</a>	AUSTIN ST HOSPITAL	Submitted	0	<input type="text"/>
<input type="radio"/>	<a href="#">227901029</a>	INTERNATIONAL H S	Submitted	0	<input type="text"/>
<input type="radio"/>	<a href="#">227901018</a>	LASA HIGH SCHOOL	Submitted	0	<input type="text"/>
<input type="radio"/>	<a href="#">227901014</a>	LBJ HIGH SCHOOL	Submitted	27	<input type="text"/>
<input type="radio"/>	<a href="#">227901007</a>	TRAVIS H S	Submitted	35	<input type="text"/>

## District Certification

I understand and agree that submission of this information constitutes certification that this data are accurate and meets reporting requirements outlined by the Texas Education Agency Division of IDEA Coordination

Certify

Request TEA Return

**Current Status:**

**Certified**

# Certifying Data

When you click the **Certify** button, you are assuring the State that you are submitting valid and reliable data.

I understand and agree that submission of this information constitutes certification that this data is accurate and meets the reporting requirements outlined by the Texas Education Agency Division of Federal and State Education Policy.

CERTIFY

NOTE: After the closing date of August 31, TEA cannot return data and there is **NO** appeals process.

# No Student Data to

**Submit:** When there is NO campus in drop down menu on the data entry page

# Data Entry Page

A district may have no student data to submit and NO campus in drop down menu on the data entry page.

To certify there is no data to report, the district certifier should go to the District Admin page to certify data.

TEXAS EDUCATION AGENCY | TEA Home | Search TEA | School District Locator | TEA Divisions

State Performance Plan | School Year: 2010-11 | User

Home | Data Entry | Campus Admin | **District Admin** | TEA Admin | Reports | Maintenance | Instructions | FAQ | Exit

### Indicator 13: Age 16 and above with an IEP

Data From School Year: 2010-11  
District: A. W. BROWN-FELLOWSHIP LEADERSHIP ACADEMY (057816)  
Campus: --Select--

Region:  
District:  
Campus:  
Data from School Year:  
Data Entry Open and Close Period:  
Campus Status:  
Total number of students in complete status:

Edit	Student Name	Date Of Birth	Grade Level	Status	In Compliance	SSN
No Student Records Found						

# District Admin Page

1. Select **School Year** and **District**.

2. Click **Go**.

3. If data is not certified, the current status will be **Not Certified**.

4. **Sampling List Generation Date** must be included. Since there will be no date, the certifier may choose June 30 of current year or last day of school

Home Data Entry Campus Admin District Admin TEA Admin Reports Maintenance Instructions and FAQ Exit

## Indicator 13: District Administration

Data From School Year

District

Region: REGION X

District Name: A W BROWN-FELLOWSHIP LEADERSHIP ACADEMY

County District Number: 057816

Data from School Year: 2010-11

Data Entry Open and Close Period: 3/1/2010 - 10/1/2011

Data Entry Finalized Date: 10/4/2011

Current Status: **Inactive**

Total number of campuses submitted: 0

Total number of students submitted: 0

Sampling List Generation Date  mm/dd/yyyy

# District Admin Page

Read and check assurance statement.

Click **Certify**

The Current Status at the top of page will indicate **Certified**

If all campuses are in submitted status and you are ready to certify scroll down to bottom of screen.

## Campus Return Process

Note: Select the appropriate radio button to enable the Return Reason/Notes

Select Campus	Campus Number	Campus Name	Status	Student Count	Return Reason
No Campus Records Found					

Return History:

Return Notes: (150 characters maximum)

Return

## District Certification

I understand and agree that submission of this information constitutes certification that this data are accurate and meets the reporting requirements of the Texas Education Agency Division of IDEA Coordination

Certify

Request TEA Return

# Returning District and Campus Data

# Request TEA Return: District Data

Once the district has **Certified**, the District Certifier can request TEA to return data by:

- Accessing the **District Admin** screen, selecting the appropriate School Year and District.
- Clicking **Go**.
- Clicking the **Request TEA Return** button.
- An e-mail will be generated to TEA that the district is requesting a return.
- Once TEA returns the data, the status will change to **TEA Returned**.

The screenshot displays the 'State Performance Plan' web application interface. At the top, a navigation bar includes 'Home', 'Data Entry', 'Campus Admin', and 'District Admin', with 'District Admin' circled in black. Below the navigation bar, a consent statement is visible: 'I understand and agree that submission of this information constitutes reporting requirements outlined by the Texas Education Agency'. Two buttons are present: 'Certify' and 'Request TEA Return', with an orange arrow pointing to the latter. The lower section shows the 'Indicator 13: District Administration' page. It contains a form with the following fields: 'Data From School Year' (2009-10), 'District' (AUSTIN ISD (227901)), and a 'Go' button. Below the form, the following information is displayed: Region: REGION XIII; District Name: AUSTIN ISD; County District Number: 227901; Data from School Year: 2009-10; Data Entry Open and Close Period: 4/1/2010 - 8/31/2010; Current Status: TEA Returned (highlighted in red); and Total number of campuses submitted: 11. An orange arrow points to the 'Current Status' field.

# Return Campus Data

If the district is in **Not Certified** or **TEA Returned** status, the campus level data may be returned by the District Certifier to the Data Entry Agent through the **Campus Return Process**.

The screenshot shows the 'State Performance Plan' interface with a navigation bar containing 'Home', 'Data Entry', 'Campus Admin', and 'District Admin'. The 'District Admin' link is circled. A large black arrow points down to the 'Campus Return Process' form. The form includes a table of campus data and input fields for return history and notes.

Select Campus	Campus Number	Campus Name	Status	Student Count	Return Reason
<input type="radio"/>	<a href="#">227901009</a>	ANDERSON H S	Submitted	37	<input type="text"/>
<input type="radio"/>	<a href="#">227901008</a>	CROCKETT H S	Submitted	66	<input type="text"/>
<input type="radio"/>	<a href="#">227901014</a>	LBJ HIGH SCHOOL	Submitted	26	<input type="text"/>
<input type="radio"/>	<a href="#">227901035</a>	LEADERSHIP ACADEMY	Submitted	5	<input type="text"/>
<input type="radio"/>	<a href="#">227901006</a>	REAGAN H S	Submitted	23	<input type="text"/>

Return History:

Return Notes: (150 characters maximum)

Return

# Return Campus Data

## Campus Return Process

1. Select a campus by clicking the button next to the campus number.
2. Select **Return Reason** from drop down menu.
3. Type notes in **Return Notes** text box.
4. Click **Return**.

## District Admin Page

Campus Return Process

Note: Select the appropriate radio button to enable the Return Reason/Notes

Select Campus	Campus Number	Campus Name	Status	Student Count	Return Reason
<input type="radio"/>	<a href="#">227901009</a>	ANDERSON H S	Submitted	37	<input type="text"/>
<input type="radio"/>	<a href="#">227901008</a>	CROCKETT H S	Submitted	66	<input type="text"/>
<input type="radio"/>	<a href="#">227901014</a>	LBJ HIGH SCHOOL	Submitted	26	<input type="text"/>
<input type="radio"/>	<a href="#">227901035</a>	LEADERSHIP ACADEMY	Submitted	5	<input type="text"/>
<input type="radio"/>	<a href="#">227901006</a>	REAGAN H S	Submitted	23	<input type="text"/>

Return History:

Return Notes: (150 characters maximum)

# Return & Resubmit Campus Data

Notify Data Entry agent that the campus data has been returned.

Once the Status has changed from **Submitted** to **LEA Returned**, the Data Entry agent may add, delete and/or correct student level data.

The Data Entry agent will need to resubmit the campus data.

Status will change to **Submitted**.

Notify district certifier that data has been submitted.

State Performance Plan

Home Data Entry **Campus Admin** District Admin

### Indicator 13: Campus Administration

Note: If your campus was not selected to participate in the current year's sampling, the Search Campuses drop-down list will not be active.

Data From School Year: 2008-09  
District: HOUSTON ISD (101912)  
Campus: AUSTIN H S (101912001) Go

Region: REGION IV  
District Name: HOUSTON ISD  
County District Number: 101912  
Campus Name: AUSTIN H S  
Data from School Year: 2008-09  
Data Entry Open and Close Period: 7/1/2009 - 8/13/2009  
Data Entry Finalized Date: **LEA Returned**

Status:  
Total number of students in complete status: 1

Edit	Delete	Student Name	Date Of Birth	Grade Level	Status	In Compliance	SSN
<a href="#">View</a>	<a href="#">Delete</a>	<a href="#">Trainer, John</a>	9/21/2002	12	Complete	Yes	*****1005

[Print](#)

#### Submit Campus Data

I understand and assure that no student records match the data collection criteria.  
 I understand and assure that the submitted data collection is accurate and reliable.  
 I understand and assure that information must be submitted to the district administrator for certification.

[Submit](#)

# Certifying **TEA Returned** District Data

1. Verify all campuses are in **Submitted** status.

2. Read and check assurance statement.

3. Click **Certify**.

4. The Status will change from **TEA Returned**, to **Certified**.

**State Performance Plan**

Home Data Entry Campus Admin **District Admin**

If all campuses are in submitted status

Campus Return Process

Note: Select the appropriate radio button to enable the Return Reason/Notes

Select Campus	Campus Number	Campus Name	Status	Student Count	Return Reason
<input type="radio"/>	227901002	AUSTIN H S	Not Submitted	0	
<input type="radio"/>	227901029	INTERNATIONAL H S	Not Submitted	0	
<input type="radio"/>	227901018	LASA HIGH SCHOOL	Not Submitted	0	
<input type="radio"/>	227901014	LBJ HIGH SCHOOL	Not Submitted	0	
<input type="radio"/>	227901007	TRAVIS H S	Not Submitted	0	

Return History:

Return Notes: (150 characters maximum)

Return

**District Admin Page**

District Certification

I understand and agree that submission of this information constitutes certification that this data are accurate and meets reporting requirements outlined by the Texas Education Agency Division of IDEA Coordination

Certify Request TEA Return

**Current Status:** **Certified**

# **SPP 13: Data Integrity**

# **Why is data integrity important?**

**States and LEAs are required to provide valid and reliable data that reflects the measurement for each SPP indicator.**

**This requirement is a factor in the state and local determination processes.**

## **How does the State ensure data integrity for SPP Indicators?**

**PEIMS data is subjected to edit checks and validation (SPP Indicators 1, 2, 4, 5, 6, 9, 10)**

**AYP data is processed and validated (SPP Indicator 3)**

**Currently, the State is focusing on ensuring data integrity for SPP Indicators 7, 11, 12, 13, and 14**

# **How can you ensure data integrity for SPP Indicators?**

# **Data Integrity Checklist for SPP Indicator 13**

- **Did you follow the data collection requirements outlined in the instructions?**
- **Did you review the previous year's submission to determine whether or not the current year's submission data was consistent? If not, do you have an explanation?**

# Data Integrity Checklist for SPP Indicator 13

## Indicator 13 Example:

In 2010-11, District A reported that 25 student folders were reviewed. In 2011-12, District A is about to report 66 student folders were reviewed. The difference between the two years is 41 students.

This type of analysis of the data provides an opportunity for the district to check if it is over-reporting data in 2011-12.

# **Data Integrity Checklist for SPP Indicator 13**

- **Did you follow the Indicator 13 Checklist and corresponding Student Folder/IEP Review Chart in collecting data on each student?**
- **If you are reporting noncompliance, are you aware of the issues resulting in the noncompliance?**
- **Is the noncompliance the result of not following directions?**

# Data Integrity: Certification

When you click the **Certify** button, you are assuring the State that you are submitting valid and reliable data.

I understand and agree that submission of this information constitutes certification that this data is accurate and meets the reporting requirements outlined by the Texas Education Agency Division of Federal and State Education Policy.

CERTIFY

NOTE: After the closing date of August 31, TEA cannot return data and there is **NO** appeals process.

# Data Integrity: Consequences

Data certified and submitted by districts through the TEASE applications for Indicators 11, 12, and 13 is considered final and the district's performance on the compliance indicators will be used by the Agency in the annual Determinations analysis.

District's performance on the compliance indicators will be reflected in the district public reporting on SPP Indicators in the spring.

Any issues related to the submission of inaccurate data or the non-submission of data will be addressed by the Division of Program Monitoring and Interventions.

# Data Integrity: Tech Assistance

Data Integrity Checklists for SPP Indicators  
can be found on the TEA Website at:

<http://www.tea.state.tx.us/index2.aspx?id=2147499500>

**When in doubt...read the instructions again,  
consult the FAQ on the web, and/or contact your  
ESC  
prior to certifying your data!**

# Reports Available by User Role

## User role:

Not all users can view all reports. View is based on the user's role in the application.

## ESC Viewer

- Has access to the districts and campuses that are within the ESC's region.

## District Certifier

- View student-level data for all campuses in the district or districts to which they have application access.

## Data Entry Agent

- View student-level data for any assigned campus or campuses to which they have application access.

# Report Type: ESC Viewer

## ESC Viewer: Report Types Available

- APR Submission Report
- Folder Review Summary Report
- Submission Summary Report
- Participation Summary
- Compliance Status
- Compliance & Quality Analysis
- Demographics
- Status Report

# ESC Viewer: APR Submission Report

**APR Submission Report:**  
 % of students with disabilities, age 16 + with an IEP that included coordinated, measureable, annual IEP goals and transition services

- **Statewide Report**

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TEXAS EDUCATION AGENCY  
 Division of IDEA Coordination  
 State Performance Plan Indicator 13  
 Secondary Transition  
 APR Submission Report  
 2009-10  
 Statewide Report

Measurement	FFY 2010 2009-2010
a. # of youth with disabilities aged 16 and above with an IEP that includes coordinated, measurable, annual IEP goals and transition services	
b. # of youth with disabilities aged 16 and above in the sample	
c. % of youth with disabilities aged 16 and above with an IEP that includes coordinated, measurable, annual IEP goals and transition services (c. = (a. / b.) * 100)	

Data includes only districts that are certified  
 For additional information, please visit our website at <http://www.tea.state.tx.us/special.ed/spp/>

# ESC Viewer: Folder Review Summary Report

## Folder Review Summary:

- Total number of folders reviewed
- Number and % of folders found compliant and not compliant
- **Statewide Report by Region:** ESC can view their regional data and statewide total

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TEXAS EDUCATION AGENCY  
Division of IDEA Coordination  
State Performance Plan Indicator 13  
Secondary Transition  
Folder Review Summary  
2009-10  
Statewide Report by Region

Region	Folders Reviewed		Compliant		Not Compliant	
	Number	Percent	Number	Percent	Number	Percent
04						
<b>Statewide Total</b>	32	100.00%	32	100.00%	0	0.00%

Data includes only districts that are certified  
For additional information, please visit our website at <http://www.tea.state.tx.us/special.ed/spp/>

# ESC Viewer: Submission Summary Report

## Submission Summary:

- View certified with status of compliant and not compliant
- View not certified with status of compliant and not compliant

### • Statewide Report by Region:

ESC can view regional data only and statewide total

### • Regional Report by District:

ESC can view districts in own region

### • District Report by Campus

### • Regional Report by District by Campus

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TEXAS EDUCATION AGENCY  
Division of IDEA Coordination  
State Performance Plan Indicator 13  
Secondary Transition  
Submission Summary  
2009-10  
Statewide Report by Region

Region	Districts Compliant		Districts Not Compliant		Total Districts
	Certified - Students Met Data Collection Criteria	Certified - No Students Met Data Collection Criteria	Certified	Not Certified	
01	0	0	0		
02			0		
03		0	0		
04	0	4	0		
05	0	0	0		
06	0	0	0		
07			0		
08		0	0		
09	4	0	0		

# ESC Viewer: Participation Summary

## Participation Summary:

View total number of districts and charters that have participated and not participated in data collection

- **Statewide Report**
- **Regional Report:** ESC can view regional data only

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TEXAS EDUCATION AGENCY  
Division of IDEA Coordination  
State Performance Plan Indicator 13  
Secondary Transition  
Participation Summary  
2009-10  
Statewide Report

State		Number
Districts/charters statewide total		1,247
Districts/charters participating*		28
Districts/charters not participating		1,202
Districts/charters participating without students who meet the criteria		17

Districts/Charters	Number	Percent
*Participating	45	3.61%
**Compliant	45	100.00%
Not Compliant	0	0.00%
Not Participating = not compliant	1,202	96.39%
<b>Total</b>	<b>1,247</b>	<b>100.00%</b>

Camposco	Number	Percent
*Participating	42	2.32%
**Compliant	42	100.00%
Not Compliant	0	0.00%
Not Participating = not compliant	1,771	97.68%
<b>Total</b>	<b>1,813</b>	<b>100.00%</b>

\* Participating means submission of certified data.

# ESC Viewer: Compliance Status

## Compliance Status:

View number of student folders compliant and not compliant

- **Statewide Report by Region:** ESC can view own region only and statewide total
  - District Certified
  - District Not Certified
- **Regional Report by District:** ESC can view only districts in own region
  - District Certified
  - District Not Certified
- **District Report by Campus**
  - District Certified
  - District Not Certified
- **Regional Report by District by Campus**
  - District Certified
  - District Not Certified

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TEXAS EDUCATION AGENCY  
 Division of IDEA Coordination  
 State Performance Plan Indicator 13  
 Secondary Transition  
 Compliance Status  
 2009-10  
 Statewide Report by Region  
 Districts Certified

Region	Number of Student Folders Reviewed	Student Folders Compliant		Student Folders Not Compliant	
		Number	Percent	Number	Percent
04					
<b>Statewide Total</b>	1,925	1,919	99.69%	6	0.31%

For additional information, please visit our website at <http://www.tea.state.tx.us/special.ed/spp/>

# ESC Viewer: Compliance and Quality Analysis

**Compliance and Quality Analysis:**  
Overall results of checklist items and the quality analysis questions

- **Statewide Summary Report**
  - District Certified
  - District Not Certified
- **Regional Summary Report**
  - District Certified
  - District Not Certified
- **District Summary Report**
- **Campus Summary Report**

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TEXAS EDUCATION AGENCY  
Division of IDEA Coordination  
State Performance Plan Indicator 13  
Secondary Transition  
Compliance & Quality Analysis  
2009-10  
Statewide Summary Report  
Districts Not Certified

Compliance								
Checklist Items	Yes		No		NA		Total	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent
1. The IEP includes measurable postsecondary goals that are updated annually.	902	99.67%	3	0.33%			905	100.00%
2. Initial transition services discussion occurs no later than the first IEP to be in effect when the student turns 16.	945	93.37%	1	0.11%	59	6.52%	905	100.00%
3. Age appropriate transition assessments are completed.	905	100.00%	0	0.00%			905	100.00%
4. Student strengths and needs are identified.	901	99.56%	4	0.44%			905	100.00%
5. The IEP is reviewed and updated at least annually.	905	100.00%	0	0.00%			905	100.00%
6. Annual IEP goals facilitate movement toward postsecondary goals.	900	99.45%	5	0.55%			905	100.00%
7. The student is invited to the Admission, Review, and Dismissal Committee (ARDC)/IEP meeting.	902	99.67%	3	0.33%			905	100.00%
8. Student preferences and interests are taken into consideration in the development of the IEP.	903	99.78%	2	0.22%			905	100.00%
9. Student needs, taking into account student strengths, preferences and interests are reflected in identified postsecondary goals.	904	99.89%	1	0.11%			905	100.00%
10. Based on student needs, transition services in the form of coordinated activities include instruction, related services, community experiences, development of employment/adult living and if appropriate, acquisition of daily living skills and provision of functional vocational evaluation.	902	99.67%	3	0.33%			905	100.00%
11. The IEP includes a course of study that supports postsecondary goals.	901	99.56%	4	0.44%			905	100.00%
12. With the written and signed consent of parents or adult student, any agency responsible for providing transition services is invited to the ARD/IEP meeting.	299	33.04%	1	0.11%	605	66.85%	905	100.00%
13. The ARDC should be reconvened to develop alternative strategies when participating agencies failed to provide transition services.	138	15.25%	0	0.00%	767	84.75%	905	100.00%



# ESC Viewer: Status Report

## Status Report:

View district status of Certified, Not Certified, TEA Returned, and Request TEA Return

- Statewide by Region by District Report

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TEXAS EDUCATION AGENCY  
Division of IDEA Coordination  
State Performance Plan Indicator 13  
Secondary Transition  
Status  
2009-10  
Statewide by Region by District Report

Region	District Name	County-District Number	Status
01	BROWNSVILLE ISD	031901	Not Certified
	DONNA ISD	108902	Not Certified
	* EDCOUCH-ELSA ISD	108903	Not Certified
	EDINBURG CISD	108904	Not Certified
	EVINS REGIONAL JUVENILE CENTER	108917	Not Certified
	GATEWAY (STUDENT ALTERNATIVE PROGRAM INC)	240801	Not Certified
	HARLINGEN CISD	031903	Not Certified
	HARMONY SCIENCE ACADEMY - BROWNSVILLE	031803	Not Certified
	HARMONY SCIENCE ACADEMY - LAREDO	240804	Not Certified
	HIDALGO ISD	108905	Not Certified
	IDEA PUBLIC SCHOOLS	108807	Not Certified
	JIM HOGG COUNTY ISD	124901	Not Certified
	LA FERIA ISD	031905	Not Certified
	LA JOYA ISD	108912	Not Certified
	LA VILLA ISD	108914	Not Certified
	LAREDO ISD	240901	Not Certified
	LASARA ISD	245901	Not Certified
	LOS FRESNOS CISD	031906	Not Certified

# Report Type: District Certifier

## District Certifier: Report Types Available

- APR Submission Reports
- Submission Summary
- Compliance Status
- Compliance and Quality Analysis
- Demographics
- Participation Summary

# District Certifier: APR Submission Report

**APR Submission Report:**  
 % of students with disabilities, age 16 + with an IEP that included coordinated, measureable, annual IEP goals and transition services

- **Statewide Report**

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TEXAS EDUCATION AGENCY  
 Division of IDEA Coordination  
 State Performance Plan Indicator 13  
 Secondary Transition  
 APR Submission Report  
 2009-10  
 Statewide Report

Measurement	FFY 2010 2009-2010
a. # of youth with disabilities aged 16 and above with an IEP that includes coordinated, measurable, annual IEP goals and transition services	
b. # of youth with disabilities aged 16 and above in the sample	
c. % of youth with disabilities aged 16 and above with an IEP that includes coordinated, measurable, annual IEP goals and transition services (c. = (a. / b.) * 100)	

Data includes only districts that are certified  
 For additional information, please visit our website at <http://www.tea.state.tx.us/special.ed/spp/>

# District Certifier: Submission Summary Report

## Submission Summary:

- View Certified with status of Compliant and Not Compliant
- View Not Certified with status of Compliant and Not Compliant
- **Regional Report by District:** District can view own district and regional total
- **Regional Report by District by Campus**
- **District Report by Campus**

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TEXAS EDUCATION AGENCY  
Division of IDEA Coordination  
State Performance Plan Indicator 13  
Secondary Transition  
Submission Summary  
2009-10  
Statewide Report by Region

Region	Districts Compliant		Districts Not Compliant		Total Districts
	Certified - Students Met Data Collection Criteria	Certified - No Students Met Data Collection Criteria	Certified	Not Certified	
01	0	0	0		
02			0		
03		0	0		
04	0	4	0		
05	0	0	0		
06	0	0	0		
07			0		
08		0	0		
09	4	0	0		

# District Certifier : Compliance Status

## Compliance Status:

View number of student folders compliant and not compliant

- **Regional Report by District:** District can view own district and regional total
  - District Certified
  - District Not Certified
- **Regional Report by District by Campus:**
  - District Certified
  - District Not Certified
- **District Report by Campus:**
  - District Certified
  - District Not Certified

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TEXAS EDUCATION AGENCY  
Division of IDEA Coordination  
State Performance Plan Indicator 13  
Secondary Transition  
Compliance Status  
2009-10  
Statewide Report by Region  
Districts Certified

Region	Number of Student Folders Reviewed	Student Folders Compliant		Student Folders Not Compliant	
		Number	Percent	Number	Percent
04					
<b>Statewide Total</b>	<b>1,925</b>	<b>1,919</b>	<b>99.69%</b>	<b>6</b>	<b>0.31%</b>

For additional information, please visit our website at <http://www.tea.state.tx.us/special.ed/spp/>

# District Certifier : Participation Summary

**Participation Summary:**  
View total number of districts and charters that have Participated and Not Participated in data collection

- **Statewide Report**

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\*\*\*Confidential\*\*\*

TEXAS EDUCATION AGENCY  
Division of IDEA Coordination  
State Performance Plan Indicator 13  
Secondary Transition  
Participation Summary  
2009-10  
Statewide Report

State		Number
Districts/charters statewide total		1,247
Districts/charters participating*		28
Districts/charters not participating		1,202
Districts/charters participating without students who meet the criteria		17

Districts/Charters	Number	Percent
*Participating	45	3.61%
**Compliant	45	100.00%
Not Compliant	0	0.00%
Not Participating = not compliant	1,202	96.39%
<b>Total</b>	<b>1,247</b>	<b>100.00%</b>

Campuses	Number	Percent
*Participating	42	2.32%
**Compliant	42	100.00%
Not Compliant	0	0.00%
Not Participating = not compliant	1,771	97.68%
<b>Total</b>	<b>1,813</b>	<b>100.00%</b>

\* Participating means submission of certified data.

# District Certifier: Compliance and Quality Analysis

## Compliance and Quality Analysis:

Overall results of checklist items and the quality analysis questions

- **Statewide Summary Report**
  - District Certified
  - District Not Certified
- **District Summary Report**
- **Campus Summary Report**

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TEXAS EDUCATION AGENCY  
Division of IDEA Coordination  
State Performance Plan Indicator 13  
Secondary Transition  
Compliance & Quality Analysis  
2009-10  
Statewide Summary Report  
Districts Not Certified

### Compliance

Checklist Items	Yes		No		NA		Total	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent
1. The IEP includes measurable postsecondary goals that are updated annually.	902	99.67%	3	0.33%			905	100.00%
2. Initial transition services discussion occurs no later than the first IEP to be in effect when the student turns 16.	845	93.37%	1	0.11%	59	6.52%	905	100.00%
3. Age appropriate transition assessments are completed.	905	100.00%	0	0.00%			905	100.00%
4. Student strengths and needs are identified.	901	99.56%	4	0.44%			905	100.00%
5. The IEP is reviewed and updated at least annually.	905	100.00%	0	0.00%			905	100.00%
6. Annual IEP goals facilitate movement toward postsecondary goals.	900	99.45%	5	0.55%			905	100.00%
7. The student is invited to the Admission, Review, and Dismissal Committee (ARDC)/IEP meeting.	902	99.67%	3	0.33%			905	100.00%
8. Student preferences and interests are taken into consideration in the development of the IEP.	903	99.78%	2	0.22%			905	100.00%
9. Student needs, taking into account student strengths, preferences and interests are reflected in identified postsecondary goals.	904	99.89%	1	0.11%			905	100.00%
10. Based on student needs, transition services in the form of coordinated activities include instruction, related services, community experiences, development of employment/adult living and if appropriate, acquisition of daily living skills and provision of functional vocational evaluation.	902	99.67%	3	0.33%			905	100.00%
11. The IEP includes a course of study that supports postsecondary goals.	901	99.56%	4	0.44%			905	100.00%
12. With the written and signed consent of parents or adult student, any agency responsible for providing transition services is invited to the ARD/IEP meeting.	299	33.04%	1	0.11%	605	66.85%	905	100.00%
13. The ARDC should be reconvened to develop alternative strategies when participating agencies failed to provide transition services.	138	15.25%	0	0.00%	767	84.75%	905	100.00%

# District Certifier : Demographics

## Demographics:

View Grade Level, Gender, Ethnicity, Disability, and Instructional Arrangement data.

- **Statewide Report**
- **District Report:** View own district only
- **Campus Report:** View campuses within own district only

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TEXAS EDUCATION AGENCY  
Division of IDEA Coordination  
State Performance Plan Indicator 13  
Secondary Transition  
Demographics  
2009-10  
Statewide Report

Grade Level		
Grade	Frequency	Percent
7	0	0.00%
8	13	1.05%
9	278	22.55%
10	393	31.87%
11	285	23.11%
12	264	21.41%
<b>Total</b>	<b>1,233</b>	<b>100.00%</b>

Gender		
Gender	Frequency	Percent
Female	431	34.96%
Male	802	65.04%
Unknown	0	0.00%
<b>Total</b>	<b>1,233</b>	<b>100.00%</b>

Ethnicity		
Old Ethnicity		
Ethnicity	Frequency	Percent
	0	0.00%

# Report Type: Data Entry Agent

Data  
Entry  
Agent:  
Report  
Types  
Available

- APR Submission Reports
- Folder Review Summary
- Compliance Status
- Compliance and Quality Analysis
- Demographics

# Data Entry Agent: APR Submission Report

**APR Submission Report:**  
% of students with disabilities, age 16 + with an IEP that included coordinated, measureable, annual IEP goals and transition services

- **Statewide Report**

spp13esc  
\*\*\*Confidential\*\*\*

TEXAS EDUCATION AGENCY  
Division of IDEA Coordination  
State Performance Plan Indicator 13  
Secondary Transition  
APR Submission Report  
2009-10  
Statewide Report

Measurement	FFY 2010 2009-2010
a. # of youth with disabilities aged 16 and above with an IEP that includes coordinated, measurable, annual IEP goals and transition services	
b. # of youth with disabilities aged 16 and above in the sample	
c. % of youth with disabilities aged 16 and above with an IEP that includes coordinated, measurable, annual IEP goals and transition services (c. = (a. / b. ) * 100)	

Data includes only districts that are certified  
For additional information, please visit our website at <http://www.tea.state.tx.us/special.ed/spp/>

# Data Entry Agent: Folder Review Summary Report

## Folder Review Summary:

- Total number of folders reviewed
- Number and % of folders found Compliant and Not Compliant
- **Statewide Report**
- **District Report by Campus** - Only the campus for which they are allowed to enter data and the district total

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TEXAS EDUCATION AGENCY  
Division of IDEA Coordination  
State Performance Plan Indicator 13  
Secondary Transition  
Folder Review Summary  
2009-10  
Statewide Report by Region

Region	Folders Reviewed		Compliant		Not Compliant	
	Number	Percent	Number	Percent	Number	Percent
04						
<b>Statewide Total</b>	32	100.00%	32	100.00%	0	0.00%

Data includes only districts that are certified  
For additional information, please visit our website at <http://www.tea.state.tx.us/special.ed/spp/>

# Data Entry Agent : Compliance Status

## Compliance Status:

View number of student folders Compliant and Not Compliant

- **District Report by Campus:** Only the campus for which they are allowed to enter data and the district total
  - District Certified
  - District Not Certified

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TEXAS EDUCATION AGENCY  
Division of IDEA Coordination  
State Performance Plan Indicator 13  
Secondary Transition  
Compliance Status  
2009-10  
Statewide Report by Region  
Districts Certified

Region	Number of Student Folders Reviewed	Student Folders Compliant		Student Folders Not Compliant	
		Number	Percent	Number	Percent
04					
Statewide Total	1,925	1,919	99.69%	6	0.31%

For additional information, please visit our website at <http://www.tea.state.tx.us/special.ed/spp/>

# Data Entry Agent: Compliance and Quality Analysis

**Compliance and Quality Analysis:** Overall results of checklist items and the quality analysis questions

- **Statewide Summary Report**
- **Campus Summary Report**

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TEXAS EDUCATION AGENCY  
Division of IDEA Coordination  
State Performance Plan Indicator 13  
Secondary Transition  
Compliance & Quality Analysis  
2009-10  
Statewide Summary Report  
Districts Not Certified

## Compliance

Checklist Items	Yes		No		NA		Total	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent
1. The IEP includes measurable postsecondary goals that are updated annually.	902	99.67%	3	0.33%			905	100.00%
2. Initial transition services discussion occurs no later than the first IEP to be in effect when the student turns 16.	845	93.37%	1	0.11%	59	6.52%	905	100.00%
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11. The IEP includes a course of study that supports postsecondary goals.	901	99.56%	4	0.44%			905	100.00%
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13. The ARDC should be reconvened to develop alternative strategies when participating agencies failed to provide transition services.	138	15.25%	0	0.00%	767	84.75%	905	100.00%

# Data Entry Agent: Demographics

## Demographics:

View Grade Level, Gender, Ethnicity, Disability, and Instructional Arrangement data.

- **Statewide Report**
- **Campus Report:** View own campus or campuses only

jperak1011  
\*\*\*Confidential\*\*\*

TEXAS EDUCATION AGENCY  
Division of IDEA Coordination  
State Performance Plan Indicator 13  
Secondary Transition  
Demographics  
2009-10  
Statewide Report

Grade Level		
Grade	Frequency	Percent
7	0	0.00%
8	13	1.05%
9	278	22.55%
10	393	31.87%
11	285	23.11%
12	264	21.41%
<b>Total</b>	<b>1,233</b>	<b>100.00%</b>

Gender		
Gender	Frequency	Percent
Female	431	34.96%
Male	802	65.04%
Unknown	0	0.00%
<b>Total</b>	<b>1,233</b>	<b>100.00%</b>

Ethnicity		
Old Ethnicity		
Ethnicity	Frequency	Percent

# Report Access

# Accessing Reports: SPP 13

To access reports:

- Log in to TEASE by using username and password
- Select SPP 13 from application list.

**Application List**

**Your Applications**

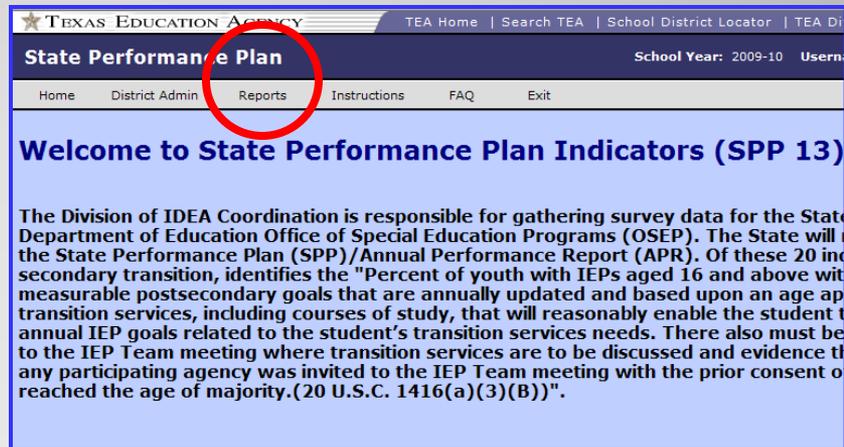
SPEARS - Special Education Adhoc Reporting System

 [SPP13 - State Performance Plan 13](#)   
The indicator 13 application is currently open and will close Aug. 31, 2010.

 [SPP14 - State Performance Plan 14](#)  
The indicator 14 application is currently open and will close Aug. 31, 2010.

# Accessing Reports: SPP 13

Select **Reports** tab on SPP 13 Home page.



The screenshot shows the Texas Education Agency (TEA) website interface for the State Performance Plan (SPP) 13. The header includes the TEA logo and navigation links: TEA Home, Search TEA, School District Locator, and TEA District Information. The main navigation bar features the following tabs: Home, District Administration, Reports (circled in red), Instructions, FAQ, and Exit. The page title is "State Performance Plan" and the school year is set to "2009-10". The main content area displays the heading "Welcome to State Performance Plan Indicators (SPP 13)" and a paragraph of text explaining the role of the Division of IDEA Coordination in gathering survey data for the State Department of Education Office of Special Education Programs (OSEP).

# Running Reports

# Running a Report

Click on **Reports**.

Then choose a report option.

The screenshot shows the TEA Reports menu. The 'Reports' menu item is circled in black. A red arrow points to the 'District Report by Campus' option. An orange box labeled 'Report options' is positioned to the right of the menu. The background text is partially obscured by the menu.

TEA Home | Search TEA | School District Locator | TEA Divisions

School Year: 2009-10 Username: jperalt1011 Role: TEA Admin District Number: 13

District Admin TEA Admin **Reports** Maintenance Instructions FAQ Exit

- APR Submission Report
- Folder Review Summary
- Participation Summary
- Submission Summary
- Compliance Status
- Compliance & Quality Analysis
- Demographics
- Status

**Report options**

- District Report by Campus
- Regional Report by District
- Regional Report by District by Campus
- Statewide Report by Region

Performance Plan I

is responsible for gathering data for the Special Education Program/Annual Performance Report. "Percent of youth with disabilities that are annually updated... es of study, that will reasonably enable the student to meet those postsecondary student's transition services needs. There also must be evidence that the student's transition services are to be discussed and evidence that, if appropriate, a representative to the IEP Team meeting with the prior consent of the parent or student who is responsible for gathering data for the Special Education Program/Annual Performance Report (S.C. 1416(a)(3)(B))".

# Confidential Information

The Confidential Information screen will appear once per day.

Key points to remember:

- The information being accessed is confidential.
- Follow proper procedures when accessing or distributing confidential reports.

Campus Admin   District Admin   TEA Admin   Reports   Maintenance   Instructions   FAQ

## Accessing Confidential Information

- Confidential information is any information that has the potential to identify a student, including aggregates with fewer than five members.
- Access to confidential data will be limited to the purpose intended by the application, and the viewing of data will be limited to that necessary for that purpose.
- Any unauthorized disclosure of confidential student information is illegal as provided in the Family Educational Rights and Privacy Act of 1974 (FERPA) and implementing federal regulations found in 34 CFR, Part 99. FERPA is specially incorporated into the Texas Open Records Act as an exception to records that are subject to disclosures to the public (Government Code, Section 552.026).
- Any data sets or output reports that contain confidential data are to be protected. This confidential data must not be distributed to any unauthorized person(s).
- The release of confidential student information is prohibited by the Texas Government Code, Section 552.352, and that such an offense constitutes a Class A misdemeanor.

By proceeding to the reports section, you are aware of the issues related to confidential student information stated above and are subject to any actions for unauthorized disclosure of confidential student information.

Proceed to report

# Running a Report: Options

Report options for most reports are similar.

Filtering options

State Performance Plan School Year: 2009-

Home Data Entry Campus Admin District Admin TEA Admin Reports

SPP 13 > Reports > Submission Summary > **Regional Report by District by Campus**

**Options**

Select Year: 2009-10

Select Region: 01, 02, 03, 04

Select District: A+ ACADEMY (057829), ABBOTT ISD (109901), ABERNATHY ISD (095901), ABILENE ISD (221901), ACADEMY ISD (014901), ACADEMY OF ACCELERATED LEARNING INC (101810), ACADEMY OF BEAUMONT (123801), ACADEMY OF CAREERS AND TECHNOLOGIES CHARTER SCHOOL (015816), ACADEMY OF DALLAS (057810), ACCELERATED INTERMEDIATE ACADEMY (101849)

Select All Deselect All

Run Report

# Report Features: Overview

- 1 **Page Navigation-**  
Allows user to scroll through pages
- 2 **Sorting Options-**  
Alphabetically or numerically by using column hyperlinks
- 3 **Printing options-**  
Export to PDF or Excel Printing
- 4 **Header-Report type, level, & year**
- 5 **Footer-**  
Date, additional info, & confidentiality message

First Previous Page Next Page Last Main Report
Adobe Acrobat (PDF)

\*\*\*Confidential\*\*\*

**TEXAS EDUCATION AGENCY**  
 Division of IDEA Coordination  
 State Performance Plan Indicator 13  
 Secondary Transition  
 Submission Summary  
 2008-09  
 Regional Report by District by Campus  
 Region: 04

District Name	Campus Name	County- District- Campus Number	Campuses Compliant		Campuses Not Compliant	
			Data Submitted (100% Compliant)	No Students Met Data Collection Criteria	Data Submitted (less than 100% compliant)	No Data Submitted
FORT BEND ISD	DULLES H S	079907001				X
	HIGHTOWER H S	079907008				X
	STEPHEN F AUSTIN H S	079907007				X
FRIENDSWOOD ISD	FRIENDSWOOD H S	084911001				X
	FRIENDSWOOD J H	084911041				X
GALENA PARK ISD	GALENA PARK H S	101910002				X
	NORTH SHORE SENIOR HIGH	101910003				X
HOUSTON HEIGHTS HIGH SCHOOL	HOUSTON HEIGHTS CHARTER SCHOOL	101821001				X

Data includes only districts that are certified  
 For additional information, please visit our website at <http://www.tea.state.tx.us/special.ed/spp/>  
 \*\*\* Confidential information is any information that has the potential to identify a student, including aggregates with fewer than five members. \*\*\*  
 01/29/10 2:42 PM

# PDF: Printing and Saving

- Click print icon, choose PDF format from drop down.
- PDF Format: Save, print, or scroll through multiple pages.

Adobe Acrobat (PDF) [Print Icon]

Adobe Acrobat (PDF)

Microsoft Excel 2007 (XLSX)

Microsoft Excel 2002 (XLS)

Microsoft Excel 2000 (XLS)

Adobe Acrobat (PDF)

TEXAS EDUCATION AGENCY  
Division of IDEA Coordination  
State Performance Plan Indicator 13  
Secondary Transition  
Submission Summary  
2008-09  
Regional Report by District by Campus  
Region: 04

District Name	Campus Name	County-District-Campus Number	Campuses Compliant		Campuses Not Compliant	
			Data Submitted (100% Compliant)	No. Students Met Data Collection Criteria	Data Submitted (Less than 100% compliant)	No. Data Submitted
FORT BEND ISD	DULLES H S	079907001				X
	HIGHTOWER H S	079907008				X
	STEPHEN F AUSTIN H S	079907007				X
FRIENDSWOOD ISD	FRIENDSWOOD H S	084911001				X
	FRIENDSWOOD J H	084911041				X
GALENA PARK ISD	GALENA PARK H S	101910002				X
	NORTH SHORE SENIOR HIGH	101910003				X
HOUSTON HEIGHTS HIGH SCHOOL	HOUSTON HEIGHTS CHARTER SCHOOL	101821001				X

1 / 2

50%

Find

top13env912  
\*\*\*Confidential\*\*\*

TEXAS EDUCATION AGENCY  
Division of IDEA Coordination  
State Performance Plan Indicator 13  
Secondary Transition  
Submission Summary  
2009-10  
District Report by Campus

District Name	Campus Name	County-District-Campus Number	Campuses Compliant		Campuses Not Compliant	
			Data Submitted (100% Compliant)	No. Students Met Data Collection Criteria	Data Submitted (Less than 100% compliant)	No. Data Submitted
HOUSTON ISD	ATTIUCKS MIDDLE	101923041	X			
	BARBARA JOHNSON H S	101923033		X		
	BELLAIRE H S	101923002		X		
	CHALLENGER FAMILY COLLEGE H S	101923023		X		
	DAVE EARLY COLLEGE H S	101923045				X
	FOUNELLE MIDDLE	101923047		X		
	HCC LIFE SKILLS PROGRAM	101923097		X		
	JACKSON MIDDLE	101923054		X		
	JONES H S	101923006				X
	LAGER'S ACADEMY	101923036		X		
	M C WILLIAMS MIDDLE	101923082		X		
	MADISON H S	101923050		X		
	NINTH GRADE COLLEGE PREPARATORY ACADEMY	101923099		X		
	ORTIZ MIDDLE	101923038		X		
	PERFOR & VEG ARTS H S	101923025		X		
	FRESHING MIDDLE	101923064		X		
	SOAR CTR	101923089		X		
	STIBLING H S	101923054		X		

\* Indicates Final Agent  
Districts who have no campuses in the drop-down list will not show on this report.  
For additional information, please visit our website at <http://www.texas.gov/idea/idea/idea/>

\*\*\* Confidential information is any information that has the potential to identify a student, including aggregates with fewer than five members. \*\*\*  
05/07/09 11:56 AM 1 of 2

# Excel Spreadsheet: Printing and Saving

- Click print icon, choose Excel format from drop down.

Microsoft Excel 2007 (XLSX) ▼  
 Adobe Acrobat (PDF)  
 Microsoft Excel 2007 (XLSX)  
 Microsoft Excel 2002 (XLS)  
 Microsoft Excel 2000 (XLS)

\*\*\*Confidential\*\*\*

TEXAS EDUCATION AGENCY  
 Division of IDEA Coordination  
 State Performance Plan Indicator 13  
 Secondary Transition  
 Submission Summary  
 2009-09  
 Regional Report by District by Campus  
 Region: 04

District Name	Campus Name	County-District-Campus Number	Campuses Compliant		Campuses Not Compliant	
			Data Submitted (100% Compliant)	No. Students Met Data Collection Criteria	Data Submitted (less than 100% compliant)	No. Data Submitted
FORT BEND ISD	DULLES H S	079907001				X
	HIGHTOWER H S	079907008				X
	STEPHEN F AUSTIN H S	079907007				X
FRIENDSWOOD ISD	FRIENDSWOOD H S	084911001				X
	FRIENDSWOOD J H	084911041				X
GALENA PARK ISD	GALENA PARK H S	101910002				X
	NORTH SHORE SENIOR HIGH	101910003				X
HOUSTON HEIGHTS HIGH SCHOOL	HOUSTON HEIGHTS CHARTER SCHOOL	101821001				X

- Excel Format: Save, change format, and organize data to meet specific needs.

2c549c97-44cd-41ab-8a0d-b098c4d4e4c4b1] - Microsoft Excel

Home Insert Page Layout Formulas Data Review View Acrobat

Clipboard Font Alignment Number Conditional Form

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\*\*\*Confidential\*\*\*

TEXAS EDUCATION AGENCY  
 Division of IDEA Coordination  
 State Performance Plan Indicator 13  
 Secondary Transition  
 APR Submission Report

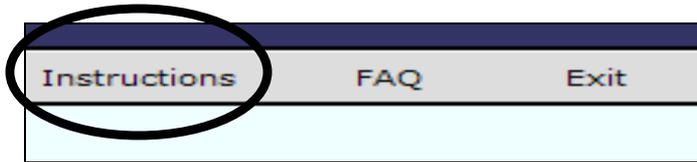
2009-10  
 Statewide Report

Measurement

a. # of youth with disabilities aged 16 and above with an IEP that includes coordinated, measurable, annual IEP goals and transition services  
 b. # of youth with disabilities aged 16 and above in the sample  
 c. % of youth with disabilities aged 16 and above with an IEP that includes coordinated, measurable, annual IEP goals and transition services (c. = a. / b.)

# Resources

# Help!



Click **Instructions** and **FAQ** tab for additional information about:

- Data collection process
- General instructions on SPP 13
- Additional technical assistance



Click the **Help** button for additional information about:

- Overview of online application roles
- Editing or deleting student data
- Certifying and returning data
- Scenarios
- Error messages

# Additional Resources :

The TEASE Applications Reference:

<http://www.tea.state.tx.us/index2.aspx?id=2684>

For TEASE account troubleshooting:

[computer.access@tea.state.tx.us](mailto:computer.access@tea.state.tx.us)

Request New TEASE User Account:

<https://sequin.tea.state.tx.us/appsng/um/apply.aspx>

Logon Page:

<https://sequin.tea.state.tx.us/apps/logon.asp>