Utah STATE OFFICE of Education

ASPIRE

Special Programs

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Aspire

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Based on the permission set in Control Master will determine what programs the users will see.

LEA & School(s) View

How to View/Print a list of Students in Special Programs

Select a program, within that program the counts will be broken out by type. Select the type and a new screen with the students in that selection will appear.

Special Programs	ELL	IEP	YIC	Misc.	
Type					**Count**
1 - Entering					3
2 - Beginning					3
3 - Developing					7
4 - Expanding					19
F - Fluent					9
All ELL Students					41

☰ ELL - Expanding Students

Barrios, Francine
Borgogno, Leilani
Braunberger, Elron
Christopherson, Jair
Dianna, Tiffney
Goodliffe, Julienne
Haddon, Laici
Krieser, Tyron
Mahonte, Basilio
Maye, Rosana
McHargae, Donalee
Mendivil, Hosteen
Ockwig, Elizeo

To print the list, using your mouse right click and then choose print.
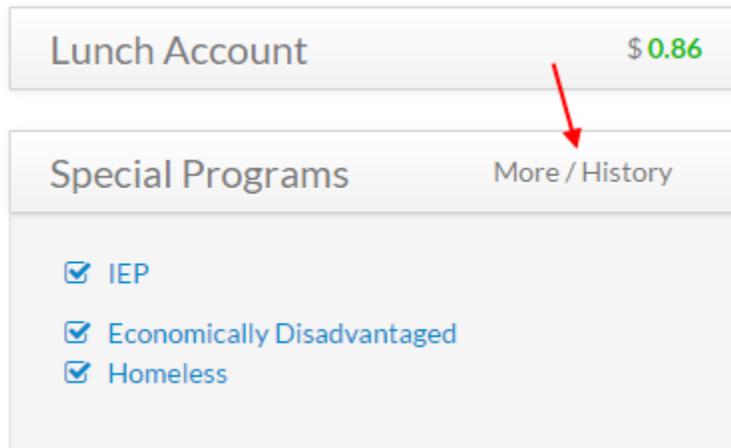
Student(s) View
How to Add a Student to a Program

1. Select students
2. Search for the student
3. Select the student card that you want
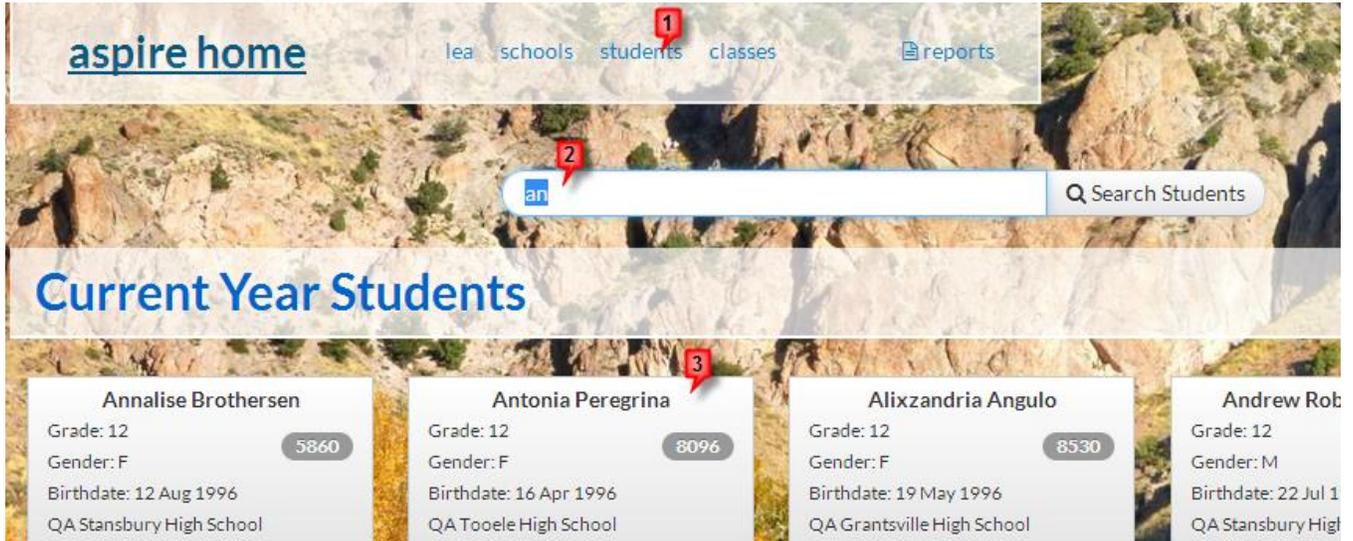
From the Student Lens: Scroll down on the right side of the screen until you see Special Programs. If the student is already in programs you will see them in this tile. Select **More/History.**

The tile will expand and you will see a list, if the student was previously enrolled in a program you will see a minus instead of a check in the box next to the program name. To add the student in a new program click on the program name.

How to Edit/Change Services

1. Select students
2. Search for the student
3. Select the student card that you want

From the Student Lens: Scroll down on the right side of the screen until you see Special Programs. Select the program you would like to edit/change service.

To edit a service:

Make any changes that you need to and then save.

To Change Service:

When you put in the effective start date, it will automatically put an end date from the changed services. Make the rest of your changes and then save.

An IEP student that is age 5 will need to have the environment code changed on his/her 6th birthday in Change Services. The effective start date should be the day of the students 6th birthday.

†††**Environment Codes (ages 3-5)**
F: Regular program, 10+ hours per week, SPED service in EC Program
G: Regular program, 10+ hours per week, SPED service in other location
J: Regular program, <10 hours per week, SPED service in EC Program
K: Regular program, <10 hours per week, SPED service in other location
R: Public Residential
S: Public Separate School
C: Non-Regular program, Specifically separate Special Education Class
M: Neither Regular OR Non-Regular program, At Home
I: Neither Regular OR Non-Regular program, Other Location

†††**Environment Codes (ages 6-21)**
H: Homebound/Hospitalized
R: Public Residential
S: Public Separate School
T: Private Residential Facility
U: Private Separate School
V: Regular School Setting
Y: Correctional Facility

Important notes for students designated as F-Fluent

When a student is designated as F-Fluent, he/she needs to be exited from an ELL program in a school year **prior** to the one for which data is reported. **You must have an entry date for entering monitoring.**
Students who are "F" need to have that designation continued on their S1 record for **2 years** beyond the school year in which they were initially submitted as a "F" ELL student. Students who are no longer in the two-year monitoring period may be submitted as F, but they will not be included in any ELL counts. They need an exit date of 6/29/20?? of the previous school year for the last ELL record and an entry date for the "F" code of 6/30/20?? of the previous school year entering monitoring stage of ELL. **(Dates are always of the previous school year for service changes.)**

Example:

ELL: Fluent   ⤨ Change Service   ☑ Edit

Details

06/30/2013 - 06/30/2015
Instruction: **SEI - Sheltered English Inst**
UALPA Test Level: **2 - Level 2**
Note:

Languages

Native Language
Spanish

Parent Language
English

Shared Notes

Notes:

History

	Start	End	Inst	Add
Fluent	06/30/2013	06/30/2015	SEI	Edit | 🗑
Expanding	08/21/2012	06/29/2013	SEI	View
Entering	08/23/2011	05/25/2012	SEI	View