






# NOVEMBER 2020 SPEDOMETER FOR LEA ACTION

Getting up to Speed with IDEA and  
Accelerating Results for Students with Disabilities

Dec 1 Data Finalization Period	December 1–10, 2020
Policies and Procedures Manual Virtual Training	December 11, 2020
ACT close date to request accommodations	January 15, 2021
ACT close date to request reconsideration	January 22, 2021
Policies and Procedures Manual Q&A Session 1	February 9, 2021
Data Literacy Trainings	February 22–26, 2021
USEAM	February 25, 2021
Policies and Procedures Manual Q&A Session 2	April 22, 2021
USEAM	April 29, 2021
Approved Updated Policies and Procedures Manual Posted to LEA Website	October 18, 2021

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## PRELIMINARY DECEMBER 1 COUNT

The Child Count Comparison for Dec 1 2019/2020 has been uploaded to Document Storage in the **old** UPIPS. For those LEAs not new this year, there is a file in the Data folder called 12-2020 Child Count Comparison PreK and/or 12-2020 Child Count Comparison K12. For the new LEAs, the file is not in a folder.

The purpose of these reports is for you to review (along with the UTREx reports) to make sure your UTREx Dec 1 data is as expected. Be advised the data in these reports was pulled from UTREx on November 10\*. Thus, any changes made or students who first enrolled on or after November 10, will not be reflected in these reports.

You can begin finalizing your data as early as Dec 1 if you’ve reviewed it and determined it accurately reflects your Dec 1 enrollment data. **The Dec 1 data must be finalized in UTREx no later than December 10 at 5:00 PM.** Refer to the [UTREx December Guidelines](#) for more information about the data submission, including

### Special Education

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Leah Voorhies, Asst Superintendent of Student Support  
ADA Compliant: November 2020



**Utah State Board of Education**

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significant points to review. The guidelines are also included in the SpEdOmeter [November 2020](#) OneDrive folder.

\* = Some of you that use PowerSchool had a known issue with the way your regular percent values were being sent in to UTREx. The issue has been fixed and your data was re-pulled on November 18.

Contact [Tami Gear](#) or [Malia McIlvenna](#) with questions.

## URADD OPT-OUTS

When you reach the end of the 30-day window of opt-out notifications for the Utah Registry of Autism and other Developmental Disabilities (URADD), the student list needs to be **uploaded to Document Storage in the old UPIPS**. Please notify [Emily Nordfelt](#) once the list has been uploaded. Please also notify Emily if your LEA received no opt-out requests. A tracking spreadsheet is included in the SpEdOmeter [November 2020](#) OneDrive folder if you would like to use it.

## UPDATED POLICIES AND PROCEDURES MODEL MANUALS

To receive IDEA Part B funds, **each Local Education Agency (LEA) must have in effect a USBE-approved special education program, including policies and procedures that are consistent with the USBE Special Education Rules (Rules IX.A.1).**

“The LEA’s program is approved . . . when the LEA’s special education policies and procedures are approved by the USBE special education staff and then by the LEA’s local board in a public meeting” (Rules IX.A.2).

“As part of establishing eligibility for Part B funds, [each] LEA must have revised policies and procedures in alignment with the . . . current rules within one year of the final Board approval of these Rules” (Rules IX.A.3).


The current rules that LEA policies and procedures manual must be in alignment with were approved by the Board in October 2020. Therefore, **each LEA’s updated manual will need to be approved by the USBE special education staff, approved by the LEA’s local Board in a public meeting, and uploaded to the LEA website no later than October 18, 2021.**


Policies and procedures must follow approved USBE Rules and are the responsibility of the LEA to develop. The LEA policies and procedures are the rules that each LEA is required to follow and implement. An unawareness by LEA staff of the policies and procedures an LEA has in place can put the LEA in a precarious situation and lead to a risk of liability.

The updated model policy and procedure manuals align with the newly approved Rules and include all required components, as well as directions for the additional components LEAs must add. A guidance document has also been created to provides LEAs the opportunity to work together as teams to personalize the policies and procedures manual to fit the unique needs of the LEA.

The model manuals will be posted to the USBE Special Education Services webpage on December 1, 2020. USBE special education staff will offer a live virtual training session on December 11, 2020 at 10:00 AM to introduce the new model manuals and the accompanying guidance document to help LEAs navigate through the process. Register for MIDAS course #58578. The training will be recorded for those unable to attend.

Additionally, two live virtual Q&A sessions will be provided to support LEAs needing additional assistance. Register for MIDAS course #58644.

 February 9, 2021 | 9:30–11:30 AM

 April 22, 2021 | 2:00–4:00 PM

## ASSESSMENT UPDATES

### Dynamic Learning Maps (DLM)

#### WHICH GRADES PARTICIPATE IN DLM ASSESSMENTS?

Many questions have come in about DLM and ACT for 11<sup>th</sup> graders. Utah's alternate assessment for 11<sup>th</sup> grade students with significant cognitive disabilities is DLM. If an IEP team determines a student has a significant cognitive disability and the alternate assessment will be the most appropriate way for the student to participate in the statewide assessments, the DLM will be administered. The student will need to have the 1% flag set in the LEA's student information system (SIS) to get routed to the DLM system.

The DLM assessment is administered for English language arts and mathematics in grades 3–11, and for science in grades 4–11. Students in 12<sup>th</sup> grade are not sent to DLM for assessment participation.

#### NEW LIVE CHAT IS AVAILABLE IN EDUCATOR PORTAL

DLM launched a live chat support feature with the DLM service desk in Educator Portal on November 1, 2020.

The Live Chat feature is supported by the same skilled Service Desk staff who answer phone calls and emails.

Complete the following steps to live chat with a DLM Service Desk agent:

1. Select the Live Chat link in the lower-left corner of the homepage in Educator Portal.
2. Enter contact information including name, email address, and state, as well as a summary of assistance needed.
3. Select the Start Chat button at the bottom of the form to open the chat window.

The next available agent will review the information provided and respond. **Please do not send any student Personally Identifiable Information (PII) in the chat.**

DLM Service Desk Live Chat hours: 6:00 AM – 4:00 PM, Monday–Friday, Mountain Time.

**NOTE:** Currently, when Live Chat is accessed outside of operating hours, the Live Chat window is empty.

Contact [Tracy Gooley](#) with questions or concerns.

### Acadience Reading K–3

Based on feedback and requests to USBE, and to support the administration of Acadience Reading, the Middle-of-Year (MOY) testing window has been extended to February 5, 2021. The data entry date for Acadience Data Management users remains the same, February 28, 2021. Please contact [Liz Williams](#) in USBE Assessment & Accountability with questions.

### ACT

The ACT Test Accessibility and Accommodations (TAA) System opened September 14, 2020.

Open Date	Close Date	Responsible Role	Event
September 14, 2020	January 15, 2021	Test Coordinator, Test Accommodations Coordinator	Request accommodations and/or supports for eligible examinees through the TAA.
September 14, 2020	January 22, 2021	Test Coordinator, Test Accommodations Coordinator	Request reconsideration of accommodations and/or supports in TAA.

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## ACCOMMODATIONS

Accommodation requests for students who require them (IEP, 504, or students learning English) must be completed in the Test Accessibility and Accommodations System (TAA). The accommodations request window is open now through January 15, 2021. The earlier you make your requests, the better!

ACT is now providing the accommodations parental consent form in multiple languages. Please see TAA Consent to Release Information to ACT in the SpEdOmeter [November 2020 OneDrive folder](#).

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## PREPARING STUDENTS FOR THE ACT THROUGH CORE INSTRUCTION

The [What Works to Prepare Students for the ACT](#) training is available on the USBE Assessment YouTube channel.

Shmoop's 6 Tips for ACT Implementation is included in the SpEdOmeter [November 2020 OneDrive folder](#). It outlines easy ways to incorporate ACT practice into daily instruction.

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## ACT PREPARATION COURSES FUNDED BY THE CARES ACT

Information about ACT preparation courses available for Utah students provided by the University of Utah funded by the CARES Act is included in the SpEdOmeter [November 2020 OneDrive folder](#). Feel free to share with educators and students.

Please direct ACT questions to your LEA's assessment director.

## Assessment Literacy Document

Included in the SpEdOmeter [November 2020 OneDrive folder](#) are two versions (one for web and one for printing) of an Assessment Literacy document which was created by the State Collaborative on Technical Issues in Large-Scale Assessments (TILSA Collaborative) and the Center for Assessment. This document was created with the state-level and LEA-level policy makers in mind, to help give "quick" information about assessments. Please share this resource with others as you see appropriate.

## UTAH SPECIAL EDUCATION ADMINISTRATORS' MEETING (USEAM)

Please save the dates for this year's USEAMs. Register for MIDAS course #42970.

Date	Location	Date	Location
Feb. 25, 2021	Virtual and Granite Ed. Center 2500 S State, Salt Lake City	April 29, 2021	Virtual and in-person (TBD)

## DATA LITERACY TRAININGS 2021

Next year's data literacy trainings have been scheduled for February 22–26, 2021. Information regarding MIDAS registration and virtual meeting links will be included in a future SpEdOmeter.