

## Special Education Annual Reporting and Activity Calendar

June 1, 2019–June 30, 2020

Reports and Data Due Before June 30, 2019

Trainings

Reports

Technical Assistance

Testing

Due/Activity Date	Report/Activity	Description	Submission Method/Site	Contact
6/3/2019	Post High Surveys Begin	Students who graduated/completed high school in 2018 are surveyed to see what activities they are participating in	<a href="#"><u>Utah Post School Outcomes Website</u></a>	<a href="#"><u>Lavinia Gripentrog</u></a>
6/7/2019	DLM Summative Assessment Window Closes	Students who are eligible for the alternate assessment must have 1% marked within their SCRAM record	LEA Student Information System (SIS)	<a href="#"><u>Tracy Gooley</u></a>
6/15/2019	Program Improvement Plan (PIP)	LEAs must submit a complete improvement plan, based both on compliance and outcome data	Submit in UPIPS	<a href="#"><u>Lindsey Cunningham</u></a> <a href="#"><u>LauraLee Gillespie</u></a> <a href="#"><u>Jennifer Slade</u></a>
6/30/2019	Intensive Services Funds Request	Required from LEAs requesting support for students whose special education services cost more than 3x the state average (about \$20,000) LEAs MUST email Tami Gear stating their intensive services report is in UPIPS	Upload Spreadsheet from Email to UPIPS Document Storage	<a href="#"><u>Tami Gear</u></a>
6/30/2019	Personnel Report	Each LEA must submit a report with the number and qualification of special education and related service staff	<a href="#"><u>Personnel Report Qualtrics Survey</u></a>	<a href="#"><u>Tami Gear</u></a>
6/30/2019	EYSE Stipends Report	Each LEA must submit a report of the days worked during the two weeks AFTER the final 2018–2019 contract day <b>TOTAL days allowed for 2018–2019 = 5</b>	Qualtrics Survey Individual Link	<a href="#"><u>Tami Gear</u></a>
6/11–12/2019	<a href="#"><u>Student Support Services Summer Conference</u></a>	From Surviving to Thriving A Journey to Positive Well-Being Keynote Speakers: Mark Perna, Joyce Sunada, Josh Shipp	Wasatch High School 930 S 500 E, Heber City	<a href="#"><u>Kim Herrera</u></a> <a href="#"><u>Tina Morandy</u></a>
6/17–19/2019	<a href="#"><u>Utah Systems Conference</u></a>	Breakout sessions will align with areas of concentration targeted toward specific audiences June 19 <sup>th</sup> is a post-conference day on Transition	Utah Valley Convention Center 220 W Center St, Provo	<a href="#"><u>Kim Fratto</u></a> <a href="#"><u>Casey Dupart</u></a> <a href="#"><u>Teresa Davenport</u></a>
6/24–28/2019	Running Start South	Designed to prepare new (within first three years of teaching) special education teachers in an alternative route to licensure (ARL) or alternative teacher preparation (ATP) program for the school year	Washington County School District 121 W Tabernacle, St George	<a href="#"><u>Becky Unker</u></a> <a href="#"><u>Lindsey Cunningham</u></a>
7/1/2019	Assurances of Compliance	Signed by the Superintendent or Charter Director	Submit to School Finance section	<a href="#"><u>Tami Gear</u></a>

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7/15– 19/2019	SLT Institute	This event is for persons who hold a bachelor’s degree in communicative disorders and are employed as a Speech Language Technician (SLT) in a Utah public school Satisfactory completion of the Institute is required for SLTs employed in Utah LEAs	JATC – South 12723 S Park Ave, Riverton	<a href="#">Becky Lewis</a>
7/15– 19/2019	Running Start North	Designed to prepare new (within first three years of teaching) special education teachers in an alternative route to licensure (ARL) or alternative teacher preparation (ATP) program for the school year	Granite Education Center Auditorium 2500 S State St, Salt Lake City	<a href="#">Becky Unker</a> <a href="#">Lindsey Cunningham</a>
7/29– 31/2019	<a href="#">Special Education Law Conference</a>	There will be a pre-conference session on July 29 <sup>th</sup> for LEA and building administrators  The morning session will focus on the role of the LEA representative in special education processes, including Child Find, evaluation, and the IEP  The afternoon session will focus on IDEA discipline	Utah Valley Convention Center 220 W Center St, Provo	<a href="#">Leah Voorhies</a> <a href="#">Kim Fratto</a>
8/1/2019	Title I and Related State Initiatives Conference	For LEA and school administrators, classroom teachers, instructional coaches, and specialists	Utah Valley Convention Center 220 W Center St, Provo	<a href="#">Leah Voorhies</a>
8/1–2/2019	<a href="#">Utah ABA Conference</a>	Workshops on autism and related disorders, supervision of ABA practice in schools, and culturally responsive practices	Salt Lake City	<a href="#">Casey Dupart</a>
Beginning of Year (BOY)	Acadience Reading BOY Window Opens	Grade Level: K–3 ( <i>Kindergarten is OPTIONAL</i> ) Content Area: Reading Student Data: UTREx – nightly upload	LEA Student Information System (SIS)	<a href="#">Tracy Gooley</a>
8/14– 15/2019	Strong Start	PD for new (within first three years) special education directors ~ MIDAS #52958	Wasatch School District 101 E 200 N, Heber City	<a href="#">Kelsey Gressmen</a>
September 2019	Review Dropout Data	Indicator 2 Dropout data is available in the Data Gateway	<a href="#">Data Gateway</a>	<a href="#">Lavinia Gripentrog</a>
9/18/2019	RDA TA	TA for directors who received a 4 or 5 RDA risk score for 2017–2018 ~ MIDAS #52959	Wasatch School District 101 E 200 N, Heber City	<a href="#">Lindsey Cunningham</a>

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9/19– 21/2019	Teach to Lead Teacher Leadership Summit	This topical summit will bring teacher leaders and other stakeholders together to address the needs of the Whole Child and Whole Teacher in an effort to transition from a focus on narrowly defined academic achievement to one that promotes the long-term development and success of all children, as well as the well-being of all teachers	Salt Lake City	<a href="#">Leah Voorhies</a> <a href="#">Kim Fratto</a>
9/26/2019	USEAM	Utah Special Education Administrators' Meeting ~ MIDAS #42970	JATC – South 12723 S Park Ave, Riverton	<a href="#">Meg Kallas</a>
9/30/2019	Acadience Reading BOY Window Closes	Grade Level: K–3 ( <i>Kindergarten is OPTIONAL</i> ) Content Area: Reading Student Data: UTREx – nightly upload	LEA Student Information System (SIS)	<a href="#">Tracy Gooley</a>
9/30/2019	Post High Survey Closes	Final day for LEAs to complete their post high surveys	<a href="#">Utah Post School Outcomes Website</a>	<a href="#">Lavinia Gripentrog</a>
9/30/2019	EYSE Stipends Report	Each LEA must submit a report of the days worked during the two weeks BEFORE the first 2019–2020 contract day  <b>TOTAL days allowed for 2019–2020 = 4</b>	Qualtrics Survey	<a href="#">Tami Gear</a>
9/30/2019	CEIS Report	Required for any LEA that used funds for CEIS during 2018–2019 or 2017–2018	Qualtrics Survey	<a href="#">Tami Gear</a> <a href="#">Cole Shakespear</a> <a href="#">Neil Stevens</a>
9/30/2019	Last Day to Obligate IDEA Funds from FY18	Final day LEAs may spend IDEA funds that were available beginning July 1, 2017	<a href="#">Utah Grants Management</a>	<a href="#">Tami Gear</a> <a href="#">Neil Stevens</a>
9/30/2019	Dispute Resolution Report	Verify the report received from the USBE Special Education section of the number of dispute resolutions in 2018–2019	TBD	<a href="#">Naté Dearden</a>
10/1/2019	IDEA Graduations & Dropout Status	Verify 2017–2018 exit codes for students in grades 7–12 to confirm graduation, dropout, or continuing enrollment	<a href="#">Data Gateway</a>	<a href="#">Lavinia Gripentrog</a>
10/1/2019	RISE Mid-Year Summative Assessment Window Opens	Grade Level: 3–8 <i>(if course instruction is complete prior to March 6, 2020)</i> Content Area: English Language Arts, Writing (grades 5 & 8), Mathematics, Science (grades 4–8) Student Data: UTREx – nightly upload	LEA Student Information System (SIS)	<a href="#">Tracy Gooley</a>

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10/4/2019	Utah CCBD Conference	Tougher Than Ever! The Tough Kids Come Home! Keynote presenters: Bill Jenson and Natalie Williams	Rice-Eccles Stadium Tower 451 S 1400 E, SLC	<a href="#">Kim Fratto</a>
October 2019	1% Alternate Assessment Justification Notification	LEAs who assessed over 1% of their students using Utah’s alternate assessments (DLM/UAA) in the previous school year will receive notification for the need to submit a justification letter	TBD	<a href="#">Tracy Gooley</a>
10/8/2019	Strong Start	PD for new (within first three years) special education directors ~ MIDAS #52958	USBE North & South Board Rooms	<a href="#">Kelsey Gressmen</a>
10/16–18/2019	NCTM Regional Conference	Discover the tools that will help you promote the mathematical habits of mind that will lead your students to college and career success	Salt Palace 100 S West Temple, Salt Lake City	<a href="#">Becky Unker</a>
10/28/2019	Running Start Booster	Booster session for teachers who attended Running Start over the summer ~ MIDAS #54756	Nebo Summit Center 165 S 700 E, Springville	<a href="#">Becky Unker</a> <a href="#">Lindsey Cunningham</a>
10/28–29/2019	Wasatch Reading Summit	Demonstrations, workshops, and breakout sessions presented by national and local experts in literacy	SLCC Miller Campus 9750 S 300 W, Sandy	<a href="#">Ellen Bailey</a>
11/1/2019	Application for FY19 IDEA Funds	The IDEA sections of the application must be complete (Excess Costs, Private School Proportionate Share, and CEIS plans)	TBD	<a href="#">Tami Gear</a> <a href="#">Neil Stevens</a>
11/10/2019	Last Day to Request Reimbursement on FY18 IDEA Funds	Final day LEAs may request reimbursement for IDEA funds that were available beginning July 1, 2017	<a href="#">Utah Grants Management</a>	<a href="#">Tami Gear</a> <a href="#">Neil Stevens</a>
11/13/2019	RDA TA	TA for directors who received a 4 or 5 RDA risk score for 2017–2018 ~ MIDAS #52959	USBE North & South Board Rooms	<a href="#">Lindsey Cunningham</a>
11/21/2019	USEAM	Utah Special Education Administrators’ Meeting ~ MIDAS #42970	Hilda B. Jones Center 382 Baird Cir, SLC	<a href="#">Meg Kallas</a>
December 2019	1% Alternate Assessment Justification Letter	LEAs who assessed over 1% of their students using Utah’s alternate assessments (DLM/UAA) in the previous school year	TBD	<a href="#">Tracy Gooley</a>

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12/1/2019 <i>(Middle of Year)</i>	Acadience Reading MOY Window Opens	Grade Level: K–3 ( <i>Kindergarten is OPTIONAL</i> ) Content Area: Reading Student Data: UTREx – nightly upload	LEA Student Information System (SIS)	<a href="#">Tracy Gooley</a>
12/10/2019	Child Count	The SCRAM record must be complete and accurate for all students with disabilities	Submit via UTREx upload	<a href="#">Tami Gear</a> <a href="#">Malia McIlvenna</a>
1/6/2020	ACCESS for ELs 2.0 (WIDA) Window Opens	Grade Level: K–12 Content Area: English language proficiency Student Data: UTREx – one statewide extract in December	LEA Student Information System (SIS)	<a href="#">Tracy Gooley</a>
1/16/2020	RDA TA	TA for directors who received a 4 or 5 RDA risk score for 2017–2018 ~ MIDAS #52959	USB E North & South Board Rooms	<a href="#">Lindsey Cunningham</a>
1/31/2020	Acadience Reading MOY Window Closes	Grade Level: K–3 ( <i>Kindergarten is OPTIONAL</i> ) Content Area: Reading Student Data: UTREx – nightly upload	LEA Student Information System (SIS)	<a href="#">Tracy Gooley</a>
2/3–4/2020	Transition Institute	Two-day Transition Conference for LEA transition teams with content sessions and facilitated planning time	Utah Valley Conv. Center 220 W Center St, Provo	<a href="#">Lavinia Gripentrog</a>
2/5/2020	Strong Start	PD for new (within first three years) special education directors ~ MIDAS #52958	USB E Basement West	<a href="#">Kelsey Gressmen</a>
2/14/2020	Results Driven Accountability	LEAs will receive draft tiered monitoring determinations and RDA risk scores for the 2018–2019 school year	Submit appeals within 30 days after release	<a href="#">Lindsey Cunningham</a>
2/24/2020	Data Drill Down	PD for all special education directors regarding data related to RDA and APR scores ~ MIDAS #42973	Sevier School District 180 E 600 N, Richfield	<a href="#">Jennifer Slade</a> <a href="#">Tami Gear</a>
2/25/2020	Data Drill Down	PD for all special education directors regarding data related to RDA and APR scores ~ MIDAS #42973	Weber School District 5320 Adams Ave Pkwy, Ogden	<a href="#">Jennifer Slade</a> <a href="#">Tami Gear</a>
2/26/2020	Data Drill Down	PD for all special education directors regarding data related to RDA and APR scores ~ MIDAS #42973	USB E Basement West	<a href="#">Jennifer Slade</a> <a href="#">Tami Gear</a>
2/27/2020	USEAM	Utah Special Education Administrators' Meeting ~ MIDAS #42970	Hilda B. Jones Center 382 Baird Cir, SLC	<a href="#">Meg Kallas</a>
2/28/2020	Data Drill Down	PD for all special education directors regarding data related to RDA and APR scores ~ MIDAS #42973	Wasatch School District 101 E 200 N, Heber City	<a href="#">Jennifer Slade</a> <a href="#">Tami Gear</a>

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3/1/2020	Indicator 14 Exiter Lists Available	Review this list and update contact phone numbers	TBD	<a href="#">Lavinia Gripentrog</a>
3/3/2020	ACT Testing Window Option 1 Opens	Grade Level: 11 Content Area: English, Reading, Mathematics, Science Student Data: UTREx – one statewide extract December 1	LEA Student Information System (SIS)	<a href="#">Tracy Gooley</a>
3/5/2020	RDA TA / Strong Start	TA for directors who received a 4 or 5 RDA risk score for 2017–2018 ~ MIDAS #52959 / PD for new (within first three years) special education directors ~ MIDAS #52958	Jordan Auxiliary Svcs Bldg 7905 S Redwood Rd, West Jordan	<a href="#">Lindsey Cunningham</a> <a href="#">Kelsey Gressmen</a>
3/6/2020	ACCESS for ELs 2.0 (WIDA) Window Closes	Grade Level: K–12 Content Area: English language proficiency Student Data: UTREx – one statewide extract in December	LEA Student Information System (SIS)	<a href="#">Tracy Gooley</a>
3/6/2020	RISE Mid-Year Summative Assessment Window Closes	Grade Level: 3–8 <i>(if course instruction is complete prior to March 6, 2020)</i> Content Area: English Language Arts, Writing (grades 5 & 8), Mathematics, Science (grades 4–8) Student Data: UTREx – nightly upload	LEA Student Information System (SIS)	<a href="#">Tracy Gooley</a>
3/9/2020	DLM & UAA Summative Assessment Windows Open	Grade Level: DLM—3–11, UAA—4–11 Content Area: DLM—ELA, Mathematics, UAA—Science Student Data: DLM—UTREx – nightly upload, UAA—Spreadsheet to LEAs based on March UTREx data	LEA Student Information System (SIS)	<a href="#">Tracy Gooley</a>
3/13/2020	ACT Testing Window Option 1 Closes	Grade Level: 11 Content Area: English, Reading, Mathematics, Science Student Data: UTREx – one statewide extract December 1	LEA Student Information System (SIS)	<a href="#">Tracy Gooley</a>
3/17/2020	RISE Spring Summative Assessment Window Opens	Grade Level: 3–8 Content Area: English Language Arts, Writing (grades 5 & 8), Mathematics, Science (grades 4–8) Student Data: UTREx – nightly upload	LEA Student Information System (SIS)	<a href="#">Tracy Gooley</a>
3/23/2020	Utah Aspire Plus Testing Window Opens	Grade Level: 9–10 Content Area: English, Reading, Mathematics, Science Student Data: UTREx – nightly upload	LEA Student Information System (SIS)	<a href="#">Tracy Gooley</a>

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3/24/2020	ACT Testing Window Option 2 Opens	Grade Level: 11 Content Area: English Language Arts, Mathematics Student Data: UTREx – one statewide extract December 1	LEA Student Information System (SIS)	<a href="#">Tracy Gooley</a>
3/31/2020	Indicator 14 Exiter Lists	Final day to complete Indicator 14 exiter lists	TBD	<a href="#">Lavinia Gripentrog</a>
4/3/2020	ACT Testing Window Option 2 Closes	Grade Level: 11 Content Area: English Language Arts, Mathematics Student Data: UTREx – one statewide extract December 1	LEA Student Information System (SIS)	<a href="#">Tracy Gooley</a>
4/7/2020	ACT Testing Window Option 3 Opens	Grade Level: 11 Content Area: English, Reading, Mathematics, Science Student Data: UTREx – one statewide extract December 1	LEA Student Information System (SIS)	<a href="#">Tracy Gooley</a>
Middle of April (End of Year)	Acadience Reading EOY Window Opens	Grade Level: K–3 ( <i>Kindergarten is OPTIONAL</i> ) Content Area: Reading Student Data: UTREx – nightly upload	LEA Student Information System (SIS)	<a href="#">Tracy Gooley</a>
4/17/2020	ACT Testing Window Option 3 Closes	Grade Level: 11 Content Area: English, Reading, Mathematics, Science Student Data: UTREx – one statewide extract December 1	LEA Student Information System (SIS)	<a href="#">Tracy Gooley</a>
4/23/2020	USEAM	Utah Special Education Administrators’ Meeting ~ MIDAS #42970	Nebo Summit Center 165 S 700 E, Springville	<a href="#">Meg Kallas</a>
4/30/2020	Program Improvement Plan (PIP)	LEAs can submit a draft of their improvement plan (based on both compliance and outcomes data) to receive feedback from the USBE before the final due date	TBD	<a href="#">Lindsey Cunningham</a> <a href="#">LauraLee Gillespie</a> <a href="#">Kelsey Gressmen</a> <a href="#">Jennifer Slade</a>
5/15/2020	Utah Aspire Plus Testing Window Closes	Grade Level: 9–10 Content Area: English, Reading, Mathematics, Science Student Data: UTREx – nightly upload	LEA Student Information System (SIS)	<a href="#">Tracy Gooley</a>
June 2020	Post High Surveys Begin	Students who graduated/completed high school in 2018 are surveyed to see what activities they are participating in	<a href="#">Utah Post School Outcomes Website</a>	<a href="#">Lavinia Gripentrog</a>

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6/5/2020	DLM & UAA Summative Assessment Windows Close	Grade Level: DLM—3–11, UAA—4–11 Content Area: DLM—ELA, Mathematics, UAA—Science Student Data: DLM—UTREx – nightly upload, UAA— Spreadsheet to LEAs based on March UTREx data	LEA Student Information System (SIS)	<a href="#">Tracy Gooley</a>
6/15/2020	Acadience Reading EOY Window Closes	Grade Level: K–3 ( <i>Kindergarten is OPTIONAL</i> ) Content Area: Reading Student Data: UTREx – nightly upload	LEA Student Information System (SIS)	<a href="#">Tracy Gooley</a>
6/19/2020	RISE Spring Summative Assessment Window Closes	Grade Level: 3–8 Content Area: English Language Arts, Writing (grades 5 & 8), Mathematics, Science (grades 4–8) Student Data: UTREx – nightly upload	LEA Student Information System (SIS)	<a href="#">Tracy Gooley</a>
6/30/2020	Intensive Services Funds Request	Required from LEAs requesting support for students whose special education services cost more than 3x the state average (about \$20,000)	TBD	<a href="#">Tami Gear</a> <a href="#">Neil Stevens</a>
6/30/2020	Personnel Report	Each LEA must submit a report of the number and qualification of special education and related services staff	Qualtrics Survey	<a href="#">Tami Gear</a>
6/30/2020	EYSE Stipends Report	Each LEA must submit a report of the days worked during the two weeks AFTER the final 2019–2020 contract day TOTAL days allowed for 2019–2020 school year = 4	Qualtrics Survey	<a href="#">Tami Gear</a>
6/30/2020	Program Improvement Plan (PIP)	LEAs must submit a complete improvement plan, based on both compliance and outcomes data	TBD	<a href="#">Lindsey Cunningham</a> <a href="#">LauraLee Gillespie</a> <a href="#">Kelsey Gressmen</a> <a href="#">Jennifer Slade</a>