



STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
300 DON GASPAR
SANTA FE, NEW MEXICO 87501-2786
Telephone (505) 827-5800
www.ped.state.nm.us

DR. VERONICA C. GARCÍA
SECRETARY OF EDUCATION

BILL RICHARDSON
Governor

October 14, 2008

MEMORANDUM

TO: Special Education Directors
Regional Education Cooperatives Directors
Charter School Special Education Coordinators

FROM: Denise Koscielniak
State Director of Special Education

**RE: GUIDANCE: STATE PERFORMANCE PLAN (SPP) INDICATOR 7
EARLY CHILDHOOD OUTCOMES ENTRY AND PROGRESS DATA**

As a result of the 2004 reauthorization of the Individuals with Disabilities Education Act (IDEA), States and Local Education Agencies (LEAs) are required to report the progress of preschool students enrolled in Section 619, IDEA Preschool programs. Students with an Individualized Education Program (IEP) enrolled in a Section 619 preschool program, must have a Child Outcome Summary Form (COSF) completed within 30 days of program entry to support reporting of the Indicator 7 data. The COSF is enclosed with this guidance memorandum. The COSF requires the use of multiple measures including the administration of one of the below State approved assessments:

- Brigance Diagnostic Inventory of Early Development II-2004;
- Creative Curriculum for Preschool, Fourth Edition; and
- Work Sampling System.

Additional measures are needed to supplement the COSF including observations, interviews, clinical opinions, etc. from multiple sources such as the student's family, therapists, and teachers.

The ratings (1 – 7) from the COSF are to be taken and converted to the Office of Special Education Program's (OSEP) Indicator 7 reporting categories of (a-e) on the Part B SPP Measurement Table. The (a-e) results are to be entered into the Student Teacher Accountability

Reporting System (STARS). Please refer to the attached Early Childhood Outcomes Conversion Chart (COSF → STARS) to support how to record entry data.

LEAs that want to use an instrument other than a State approved instrument are required to send a written request to the New Mexico Public Education Department (NMPED) Special Education Bureau (SEB), to obtain permission to use an alternative instrument. The request is to be submitted using the form attached to this document and is required to be resubmitted annually for reauthorization. All of the instruments utilized in the State for the Indicator 7 data collection are submitted annually to OSEP as part of the State's Annual Performance Report (APR).

Commencing this school year (2008-2009), LEAs will be required to submit their data directly into STARS instead of through the Regional Education Cooperative (REC) 4. LEAs are required to collect entry and progress data on all children enrolled in Section 619, IDEA Preschool Programs, including children that may be receiving speech/language pathology services as a special education service.

The Assessment Template will be accessible in STARS throughout the school year. The SEB Education Administrators will review entry data submitted during the 40th day and 80th day reporting periods. Progress data which is gathered from a newly completed COSF is to be entered annually for children enrolled in Section 619, IDEA Preschool programs six months or longer. The collection and reporting period for progress data is from April 1 through June 1. The SEB Education Administrators will review progress data after the close of the 120th day reporting period and at End of Year (EOY) to ensure the reliability and validity of data.

Participation in the collection and reporting of Section 619, IDEA Preschool program data is mandatory for all LEAs and must be completed within the time periods outlined herein. If you have any questions regarding the reporting process, please do not hesitate to contact Tim Crum at (505) 827- 3502 or via email at: tim.crum@state.nm.us. If you have any questions concerning the COSF process or form, please contact Ida Tewa at (505) 827 – 1466 or via email at idam.tewa@state.nm.us

Thank you for dedication to serving New Mexico children. The Bureau appreciates your participation in this endeavor to improve services for our youngest students.

DK/cr

Enclosure (2)

cc: Catherine Cross Maple, Ph.D., Deputy Secretary, Learning and Accountability
James Ball, Interim Supervisor, Instructional Support and Vocational Education
Sue Gronewold, Deputy Director, Special Education Bureau
Cynthia Romero, Data Supervisor, Special Education Bureau
Tim Crum, Management Analyst, Special Education Bureau
Ida Tewa, Education Administrator, Special Education Bureau