

Procedure 20

Reporting Students Whose IFSP/IEP Requirements were Met or IFSP/IEP was Terminated

Data Elements:	Primary Disability	Instructional Setting
	State Aid Category (SAC)	Status End Date
	Status Start Date	Special Education Evaluation Status (SEES)

Procedure

Special Education Evaluation Status (SEES) 7 is used to report students whose Individual Family Service Plan (IFSP)/Individualized Education Program (IEP) was terminated during the school year, or requirements have been met. Students who do not have an IFSP/IEP during the current school year in this district cannot have a SEES 7. Students whose IFSP/IEP was terminated in a prior district and/or during a prior school year cannot have a SEES 7.

The Minnesota Automated Reporting Student System (MARSS) enrollment record that contains SEES 7 must always be preceded by an earlier enrollment record in the same district, with one exception: summer IFSP/IEP terminations. Refer below. The earlier enrollment record must contain SEES 4 or 6.

There are two types of students for whom **no** SEES 7 enrollment record is reported when their IFSP/IEP is terminated:

- Early childhood (EC) special education.
- Students who graduate by completing the objectives of their IFSP/IEP.

Mid-year (for example, between Labor Day and the last day of school for traditional schools) IFSP/IEP terminations must be reported on MARSS. With the exceptions noted above, students will always have at least two enrollment records. Both records should contain a valid Primary Disability and Instructional Setting.

Terminations Just Prior To or Immediately Following A Transfer

The district in which the students are enrolled when the IFSP/IEP is terminated reports the SEES 7. When an IFSP/IEP is terminated just prior to a transfer or move, the original district should report the SEES 7. The enrollment record that contains the SEES of 7 may be for as little as one membership day.

When students with an IFSP/IEP transfer to a new district, that district is obligated to provide any special education services for which the student qualifies. When an IFSP/IEP is terminated by a receiving district immediately following a transfer or move, the receiving district should report the SEES 7. However, a district

cannot terminate an IFSP/IEP that it did not report. Therefore, an enrollment record that contains the SEES of 4 or 6 must be reported and it may be for as little as one membership day.

Summer IFSP/IEP Terminations

Reporting summer IFSP/IEP terminations are not required. However, districts that choose to report them should use a State Aid Category (SAC) of 98 and Status Start and Status End Dates anywhere between July 1, and the first day of school. No attendance or membership should be reported, no Average Daily Membership (ADM) will be generated. The combination of SAC 98 and SEES 7 will indicate a summer IFSP/IEP termination.

Early Childhood IFSP/IEP Terminations

Early childhood special education students whose IFSPs/IEPs are terminated will not have an enrollment record following the IFSP/IEP. Early Childhood children are not reported on MARSS unless they received evaluation services and/or have a current IFSP/IEP. A combination of their Status End code of 21 and valid Primary Disability and Instructional Setting indicates an IFSP/IEP termination.

Students with IFSPs/IEPs Who Graduate

Seniors who graduate by meeting the objectives of their IFSPs/IEPs will not have an enrollment record with SEES 7. Status End code of 08 is used. No additional funding can be generated so no enrollment record can follow the graduation record.

Enrollment Records After SEES 7

All enrollment records that occur after the enrollment record that contains SEES 7, whether during the same school year or a successive school year, should be SEES 1, unless further evaluation is done or a new IFSP/IEP is written. Students who receive additional evaluation services will have a SEES of 2. If another IFSP/IEP is written at a later date, the SEES will be 4 or 6.

Students Whose IFSPs/IEPs are Terminated and a 504 Plan is Written

Students will have three enrollment records. The first record will have SEES of 4 or 6. The second record will have a SEES of 7 with a Status Start Date and Status End Date the same day. The Primary Disability and Instructional Setting would be the data that is on the just terminated IEP. A third record is created on the day the 504 plan starts with SEES of 1, Instructional Setting of 00 and Primary Disability of 54.

When the 504 plan starts the day after the IEP is terminated a record with the SEES 7 is still required before the 504 plan record. In this case the enrollment record for the 504 plan will have Status Start Date one day later.