

Continuation of Services

SELDA

February 28, 2024

Continuation of Services

- Once a student is removed from the classroom for more than 10 days, the student is entitled to Compensatory Services so that the student receives FAPE.

Supervision and Monitoring of the Continuation of Services Process

- Building monitoring of discipline.
- District level monitoring of disciplinary issues.
- Student Record – Student Safety Data Monitoring.

Supervision and Monitoring of Building Level Discipline

Ask the following questions:

- How does the building level administrator communicate student discipline to the building level special education lead/administrator?
- Is student discipline reported in a timely manner?
- How is this discipline information communicated to the case manager?
- How is this discipline information used to support ongoing IEP development?
- How do you communicate with parents?

Supervision and Monitoring of District Level Discipline

Ask the following questions:

- How does the building level special education lead/administrator communicate student discipline to the Special Education Director?
- How does the Special Education Director monitor Student Record Data?
- How does this information make it back to the school level?

Supervision and Monitoring of Student Record Data Resources

Student Record reported for the previous fiscal year:

- DIS090 Suspensions with the Same Date and Days
- DIS092 Possible Duplicated Safety Records
- DIS095 OSS Greater than 10 days w/out Services
- DIS097 SWD System Totals by Discipline Action

Student Record Reports

The screenshot shows the Georgia Department of Education (GaDOE) website dashboard. At the top left is the GaDOE logo. To its right is a search bar labeled 'Search Districts' and a navigation menu with letters 0-9, A, B, C, D, E, F, G. Below the search bar is a message notification: 'You have (0) new messages.' The main content area is titled 'Surveys' and contains a table with columns: 'New (0)', 'Saved (0)', 'Submitted (10)', and 'Approved'. Below the table, it says 'No new surveys available'. On the left side, there is a 'Site Navigation' menu with links for Home, Logout, and Exceptional Students. Under 'Exceptional Students', there is a sub-menu for 'Data Collection' which is highlighted in blue. This sub-menu lists several reports: PRE-ID, CPI-Active, Data Collection Survey, Free and Reduced Lunch, Full Time Equivalent, GUIDE, Student Class Application, and Student Record. A blue arrow points to the 'Student Record' link. At the bottom left of the navigation area, there is a user profile for 'Dawn Kemp' with links for Account Information, Add to Favorites, and Help Desk Portal.

Site Navigation

- Home
- Logout

Exceptional Students

- Consolidated Application
- Special Education Annual Reports
- Data Collection**
 - PRE-ID
 - CPI-Active
 - Data Collection Survey
 - Free and Reduced Lunch
 - Full Time Equivalent
 - GUIDE
 - Student Class Application
 - Student Record**
- View Documents
- Message Center
- CTAE Reporting
- Technology Inventory
- SE Applications Dashboard
- Special Education IEP
- Coordinated Early Intervening Services (CEIS)
- Professional Learning Opportunities (PLO)

Dawn Kemp

- Account Information
- Add to Favorites
- Help Desk Portal

Surveys


New (0)	Saved (0)	Submitted (10)	Approved
No new surveys available			

Student Record Reports

Georgia Department of Education
Student Record Data Collection System (FY2020)


Student Record Application








Student Record Transmission Cycles

Transmission Cycles	Current Documentation
 Student Record For 2020	<ul style="list-style-type: none">• Address Level File Layout
Student Record For 2019	<ul style="list-style-type: none">• Enrollment Level File Layout
Student Record For 2018	<ul style="list-style-type: none">• Program Level File Layout
Student Record For 2017	<ul style="list-style-type: none">• School Level File Layout
Student Record For 2016	<ul style="list-style-type: none">• Special Education Level Layout
Student Record For 2015	<ul style="list-style-type: none">• Student Level File Layout
Student Record For 2014	<ul style="list-style-type: none">• Student Safety File Layout
Student Record For 2013	<ul style="list-style-type: none">• System Level File Layout
Student Record For 2012	<ul style="list-style-type: none">• FY2021 Data Collection FAQs
Student Record For 2011	

[Go To Main Menu](#)

Student Record Main Menu


System Signed Off On: 06/15/2020 01:41:56

  Special Tools	<ul style="list-style-type: none">• Student Record Updates
 SR Reports Menu	
 SR Primary Contacts	
 Manual Relief Request	
 SR Transmission List	
 SR Transmission Status	

Student Record Reports

[Go To the Main Menu](#)

Reports Menu

- System Reports
- School Reports
- Student Reports
- Enrollment Reports
- Program Reports
- Special Education Reports
- Student Safety Reports
- Address Reports
- Error Reports
- Download Errors
- Comparison Warning Report
- Enrollment History
- CCRPI-Related Reports
- Sign-Off Report

Special Education Records are a great source of information and provide cumulative enrollment for SWD. The Discipline Reports for students are included in the **Student Safety Reports**.

Student Records Reports

[Go To the Reports Menu](#)

Student Safety Level Reports

- [DIS010 System Totals By Incident Type](#)
- [DIS020 System Totals By Discipline Action](#)
- [DIS030 System Totals By Incident Counts](#)
- [DIS040 System Totals By Context and Location](#)
- [DIS050 System Totals By Action/Auxillary](#)
- [DIS060 Student Safety Level Transmission Verification Report](#)
- [DIS070 Discipline Comparison Report](#)
- [DIS080 Student Safety EVENT Summary Report](#)
- [SRDISCALL Print ALL Summary Reports](#)
- [DIS090 Continuation of Services Report](#)
- [DIS091 Suspensions with Same Date and Days \(W863\)](#)
- [DIS092 Possible Duplicated Student Safety Records](#)
- [DIS093 In-Out School Suspensions Less Than One Day](#)
- [DIS095 OSS Greater Than 10 Days w/o Services](#)
- [DIS097 SWD System Totals by Discipline Action](#)
- [DIS099 Total Students Disciplined by Total Number of Incidents Reported](#)
- [SAF095 Students Administered Physical Restraint](#)

DIS 091
& 092 are
key to
possible
errors.

SR DIS090 Suspensions with the Same Date and Days

Continuation of Service Report							
School ID	School Name	GTID	Student Name	Continuation of Services	Action Code	Number of Days	Primary Area
[REDACTED]	[REDACTED]	*****2151	[REDACTED]	Y	30-Out-of-School Suspension	3	
[REDACTED]	[REDACTED]	*****6842	[REDACTED]	Y	30-Out-of-School Suspension	1	
[REDACTED]	[REDACTED]	*****3763	[REDACTED]	Y	30-Out-of-School Suspension	3	T - Emotional / Behavioral Disorder
[REDACTED]	[REDACTED]	*****3763	[REDACTED]	Y	30-Out-of-School Suspension	3	T - Emotional / Behavioral Disorder
[REDACTED]	[REDACTED]	*****9281	[REDACTED]	Y	30-Out-of-School Suspension	2	
[REDACTED]	[REDACTED]	*****9281	[REDACTED]	N	30-Out-of-School Suspension	1	
[REDACTED]	[REDACTED]	*****0152	[REDACTED]	N	30-Out-of-School Suspension	5	
[REDACTED]	[REDACTED]	*****2448	[REDACTED]	N	30-Out-of-School Suspension	3	

- The report provides continuation of services, the number of days of OSS, and a primary area.
- If a student has >10 days OSS with no services, it is displayed in the portal and explanations must be provided.

SR DIS092 Possible Duplicated Safety Records

Possible Duplicated Discipline Records (W862)								
School ID	Name	GTID	Student Name	Incident Date	Action Code	Auxillary Code	Total* Records	Total** Days
				02212020	30		3	3
				02182020	50	0002	2	0
				11012019	30		2	4
				02052020	30		2	6
				01152020	30		2	4
				12032019	30		2	3
				11212019	20		2	2
				01272020	30		2	6
				01272020	30		2	6
				11202019	30		2	4
				09242019	80		2	0
				08232019	20		2	10
				11192019	20		2	4
				08272019	80		3	0

- Normally a student would not be given the same exact number of OSS days in one day.
- For example, the assistant principal may enter the information and later a data clerk may enter it ag

SR DIS095 OSS Greater than 10 days w/out Services

OSS Greater Than 10 Days w/o Continuation of Educational Services				
System		School		Total Students
ID	Name	ID	Name	
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	1
System Totals				1

Notice:

State Board Rule 160-4-7-.10 Discipline

After a child with a disability has been removed from his or her current placement for 10 school days in the same school year, during any subsequent days of removal the LEA must provide services to the extent required under this rule. (34 CFR § 300.530 Authority of school personnel)

The LEA must reach out to any student on this report and offer services. The report allows you to drill down to the individual student information.

- This report identifies individual students who have exceeded 10 days without services. You must offer service!
- You can offer the services and then change the record to reflect services were provided.

SR DIS097 SWD System Totals by Discipline Action

School Name All Schools	Unduplicated Student Count Per Discipline Action			Total Action Records	Total* Students
	20	30	40		
[Redacted]	14	14	0	56	28
	4	6	0	17	10
	0	8	0	22	8
	6	3	0	20	9
	42	24	0	148	66
	23	18	0	87	41
	11	9	0	40	20
	1	8	0	12	9
	System Totals	101	90	0	402

Action

20-In-School Suspension

30-Out-of-School Suspension

40-Expulsion

Selecting a school from the first column, you can drill down and get specific student information.

- This report provides an overview of students who received Action 20- ISS, Action 30- OSS, and Action 40- Expulsion.
- This report is useful for examining the amount of suspension for disproportionality.

SR DIS097 SWD System Totals by Discipline Action

Unduplicated Student Count Per Column For SWD Discipline Action													
Discipline Action	Hispanic	Race						Gender		Free/Reduced Price Meal Eligibility		Total Action Records	Total** Undup Students
		Indian	Asian	Black	Pacific Islander	White	More than one race	Male	Female	Free	Reduced		
20 - In-School Suspension	7	0	1	24	0	5	5	32	10	42	0	104	42
30 - Out-of-School Suspension	0	0	0	19	0	3	2	15	8	24	0	44	24
Total School	7	0	1	43	0	8	7	48	18	66	0	148	66

By clicking on the highlighted number, a table of student names, days of OSS, etc. is provided, as shown below.

Discipline Record Detail																						
#	GTID	Student Name	Grade Level	Age	Gender	Hispanic	Race	FRL	Primary Area	Incident #	Event ID	Data Type	Incident Date	Incident Type	Incident Severity Level	Context Location	Teacher ID	Action Code	Action Aux	Disc Proc	Number of Days	Admin ID
1			0	16	M	N	Black	Y	Y	E009		1	02252020	33	1-Least	11		30		03	1	*****2273
2			0	16	M	N	Black	Y	Y	E010		1	02262020	33	1-Least	11		30		03	3	*****2273
3			0	16	M	N	Black	Y	Y	E011		1	03042020	33	1-Least	11		30		03	3	*****2273
4			1	17	M	N	Black	Y	P	E001		1	11112019	06	2-More	11		30		03	3	*****2273
5			1	17	M	N	Black	Y	P	E002	A021	1	03032020	08	1-Least	11		30		03	3	*****2273
6			9	14	F	N	Black	Y	P	E005		1	09242019	33	1-Least	11		30		03	1	*****2273
7			9	14	F	N	Black	Y	P	E008		1	112042019	33	1-Least	11		30		03	1	*****2273

Continuation of Services Compliance Process

- Develop a process for monitoring student discipline data.
- Develop a process for maintaining student discipline documentation. (Referrals)
- Develop a process for tracking and documenting parent communication. (offering, excepting, and declining services)
- Develop a process for tracking and documenting Compensatory Services offered and provided. (Parent Letters, IEP Meetings & Log Sheets)
- Document, Document, Document!

Continuation of Services Compliance Process

Code	Description
1	Compensatory services were offered, but the parent declined the offer
2	Compensatory services were offered but the student did not attend
3	Compensatory services were provided
4	Compensatory services were not offered, and have not been provided
5	Compensatory Services were not offered, the student was not suspended for 11 days.*
6	Compensatory Services were not offered, the student was not suspended for 11 days as a SWD, or suspected SWD.**

Compliance Documents for: 1:

Compensatory services were offered, but the parent declined the offer

- A letter to parents that offers services and requires a response from the parent.
 - Sent home with the student
 - Sent U.S. mail if necessary
 - Emailed if necessary
 - Follow up with a phone call if necessary
- IEP meeting minutes that reflect services were offered to the student and accepted or declined by parents.
- MDR section or meeting minutes that reflect services that were offered to the student and accepted or declined by parents.

Compliance Documents for: 2:

Compensatory services were offered but the student did not attend

- A letter to parents that offers services and requires a response from the parent.
 - Sent home with the student
 - Sent U.S. mail if necessary
 - Emailed if necessary
 - Follow up with a phone call if necessary
- Evidence that the parent accepted services.
 - A time and location for services has been agreed upon
- A log sheet notes that the student is a “No Show”

Compliance Documents for: 3:

Compensatory services were provided

- A letter to parents that offers services and requires a response from the parent.
 - Sent home with the student
 - Sent U.S. mail if necessary
 - Emailed if necessary
 - Follow up with a phone call if necessary
- Evidence that the parent accepted services.
 - A time and location for services has been agreed upon
- A log sheet notes that the student attended.

Compliance Documents for: 4:

Compensatory services were not offered, and have not been provided

- Send a letter to parents that offers services and requires a response from the parent.
 - Sent home with the student
 - Sent U.S. mail if necessary
 - Emailed if necessary
 - Follow up with a phone call if necessary
- Evidence that the parent accepted services.
 - A time and location for services has been agreed upon
- A log sheet notes that the student attended

Compliance Documents for: 5:

Compensatory Services were not offered, the student was not suspended for 11 days.*

- Discipline Records
- Referrals
- Evidence of the specific number of days suspended

Compliance Documents for: 6:

Compensatory Services were not offered, the student was not suspended for 11 days as a SWD, or suspected SWD.**

- Evidence that the student is not a SWD

Questions?

Ron Washington, Ed.D

Education Program Specialist

Results Driven Accountability

Division for Special Education Services and
Supports

Cell Phone: 404.273.3714

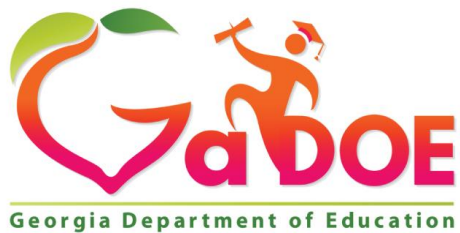
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