



Navigating System Performance Review and Improvement (SPR&I)

Oregon Department of Education
Fall 2017

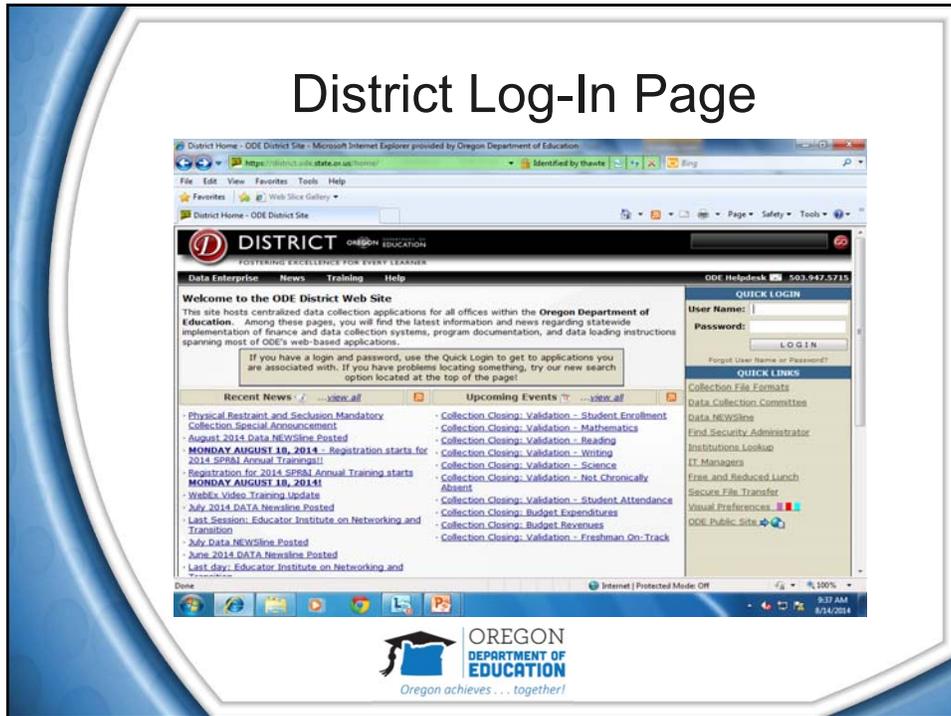
Session Objectives

By the end of this session, participants will be able to:

- ✓ Access the SPR&I system;
- ✓ Navigate the SPR&I system;
- ✓ Enter data into the SPR&I system; and
- ✓ Access SPR&I system reports.



District Log-In Page



General System Features

- Directory information available for agency contact information
- Findings and Determinations posted on dashboard
- Due dates for each required activity posted on dashboard
- ODE updates are posted periodically on the dashboard, check for these frequently

General System Features

EI/ECSE and School-age lock in screens have additional questions that identify applicable standards for individual student file review.



SPR&I Dashboard

2012-13 Procedural Compliance Review

- Individual Corrections**
Corr. before 4/15/14
100% Compliant
- Additional Reviews**
Corr. before 4/15/14
0/2 Completed
- Systemic Issues**
Corr. before 4/15/14
Additional Reviews Incomplete

2012-13 Compliance and Performance Indicators (2011-12 Data)

- Learning (B1 & B2)**
Improvement Plan Meets Requirements
- Assessment (B3)**
Improvement Plan Meets Requirements
- Discipline (B4)**
Meets Requirements
- Federal Placement (B5)**
Worksheet Justified
- Disproportionality (B9 & B10)**
Meets Requirements
- Child Find (B11)**
Meets Requirements
- Significant Disproportionality**
Data Not Available

2012-13 Other Compliance

- Final Determination:** None At This Time
- Focused Monitoring:** None At This Time
- Miscellaneous:** None At This Time

PCR & Indicators: Other Years

- 2011-12**
100% Compliant
- 2010-11**
100% Compliant

Determination Status

- FFY 2009 Meets Requirements
- FFY 2010 Meets Requirements

Updates

- April 15th PCR Correction Report** 4/18/2013
There is a new report available in SPR&I: "PCR Correction." This shows the status of last...

Program Staff

- Jennifer McCabum** 503-845-6137 mccaalum_jennifer@mangel.k12.or.us



Number of Student Files for Review

District Size	Required # Files for Initial Review	Required # Files for Additional Review
No SECC	0	0
Very Small (1-99 SECC)	6	2
Small (100-499 SECC)	8	2
Medium (500-999 SECC)	15	4
Large (1000+ SECC)	20	6



Student File Selection

Applications: SPED OOE Helpdesk 503.947.5715

Neighborhood: PCR 2010-11
Program: Demo 715
School Year: 2010-11
OOE Contact: Colleen Stover (503) 947-5705

Click on each Unlocked file to enter information and Lock it.
Files listed in **bold** require action.

File Info	More Detail	Standard Info	More Detail		
Child Type	First Name	Last Name	Status	Not Reviewed	Total
School Age	Steven	Skeen	Unlocked	19	19
School Age	Timothy	SNOPL	Unlocked	20	20
School Age	Gordon	WEST	Unlocked	22	22
Charter	RYAN	SAUL	Unlocked	20	20
Total:				81	81

4 Files: 3 School Age, 1 Charter
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Student File Selection (continued)

Dashboard - PCR 2010-11
Program: Demo 716
School Year: 2010-11
ODE Contact: Colleen Stover (503) 947-5705

Click on each Unlocked file to enter information and Lock it.
Files listed in **bold** require action.

File Info	More Detail	Standard Info	More						
Child Type	First Name	Last Name	SSID	Birthdate	Grade	Primary Disability	Status	Not Reviewed	Total
School Age	Steven	Skeen	41528588	02/05/2004	1	Communication Disorder	Unlocked	19	19
School Age	Timothy	SNOPL	45912790	08/30/1997	8	Communication Disorder	Unlocked	20	20
School Age	Gordon	WEST	22491654	03/26/1993	12	Specific Learning Disability	Unlocked	22	22
Charter	RYAN	SAUL	85457619	03/05/1997	8	Autism Spectrum Disorder	Unlocked	20	20
Total:								81	81

4 Files: 3 School Age, 1 Charter
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Student File Selection

Dashboard - PCR 2010-11
Program: Demo 716
School Year: 2010-11
ODE Contact: Colleen Stover (503) 947-5705

Click on each Unlocked file to enter information and Lock it.
Files listed in **bold** require action.

File Info	More Detail	Standard Info	More		
Child Type	First Name	Last Name	Status	Not Reviewed	Total
School Age	Steven	Skeen	Unlocked	19	19
School Age	Timothy	SNOPL	Unlocked	20	20
School Age	Gordon	WEST	Unlocked	22	22
Charter	RYAN	SAUL	Unlocked	20	20
Total:				81	81

4 Files: 3 School Age, 1 Charter
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Student File Selection (continued)

ALL the following responses must be “yes” in order to review the file:

- Student is **currently enrolled** in your district;
- Student is **currently eligible** for special education;
- Student was enrolled in the district on Dec. 1, 2016 with the **exception for YCEP, JDEP & LTCT programs**



Student File Selection (continued)

SPED SPB1 - ODE Dev server - Microsoft Internet Explorer, provided by Oregon Department of Education

to the bottom of the page and use the "replace" button; the system will generate a replacement file).

PCR File: School Age - Unlocked	
A) List the student's name	Steven Skeen
B) List the student's SSID	41328588
C) List the student's primary disability	Communication Disorder
D) List the student's date of birth	2/5/2004
E) List the date range of the current IEP used for the review (start and end dates)	Start Date: <input type="text"/> End Date: <input type="text"/>
F) List the student's grade (for the IEP in effect at the time of review, not census year grade)	1
G) Has the student been reevaluated (3 year reeval) since initial eligibility?	<input type="radio"/> Yes <input type="radio"/> No
H) Did the district establish eligibility (must be "yes" for out of state transfers)?	<input type="radio"/> Yes <input type="radio"/> No
I) Did the student transfer into district from another Oregon district with eligibility?	<input type="radio"/> Yes <input type="radio"/> No
J) Student will be taking	No assessments

More Detail

Save Cancel Replace Lock

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Replacing Student Files

Only acceptable reasons for a district to replace a student file:

1. Student is no longer enrolled in the district
2. Student exited SPED,
3. Student **was** enrolled in a charter school and currently is **no longer** attending the charter school



Lock In

SPED SPB1 - ODE Dev server - Microsoft Internet Explorer, provided by Oregon Department of Education

to the bottom of the page and use the "replace" button; the system will generate a replacement file).

PCR File: School Age - Unlocked

A) List the student's name	Steven Skeen
B) List the student's SSID	41328588
C) List the student's primary disability	Communication Disorder
D) List the student's date of birth	2/5/2004
E) List the date range of the current IEP used for the review (start and end dates)	Start Date: 11/17/2010 End Date: 11/17/2011
F) List the student's grade (for the IEP in effect at the time of review, not census year grade)	1
G) Has the student been reevaluated (3 year reeval) since initial eligibility?	<input checked="" type="radio"/> Yes <input type="radio"/> No
H) Did the district establish eligibility (must be "Yes" for out of state transfers)?	<input checked="" type="radio"/> Yes <input type="radio"/> No
I) Did the student transfer into district from another Oregon district with eligibility?	<input type="radio"/> Yes <input checked="" type="radio"/> No
J) Student will be taking	No assessments

More Detail

Save Cancel Replace Lock

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Lock In (continued)

Dashboard - PCR 2010-11
Program: Demo 716

Locked this child: Steven Skeen SSID:41528588 DOB:2/5/2004 Child Type:School Age Grade:1 Primary Disability:Communication Disorder
School Year: 2010-11

Click on each Unlocked file to enter information and lock it.
Files listed in **bold** require action.

File Info	More Detail	Standard Info	More Detail		
Child Type	First Name	Last Name	Status	Not Reviewed	Total
School Age	Steven	Skeen	Locked	27	27
School Age	Timothy	SNOPL	Unlocked	20	20
School Age	Gordon	WEST	Unlocked	22	22
Charter	RYAN	SAUL	Unlocked	20	20
Total:				89	89

4 Files: 3 School Age, 1 Charter
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PCR Review Form

Dashboard > PCR 2010-11 > Steven Skeen
Program: Demo 716

Display Standards: Not Entered
Compliance Status: A3
Section: Procedural Safeguards (1-5)

Procedural Safeguards (1-5)
Standard 3:
The District gave prior written notice to the parent within a reasonable time before the district's proposal or refusal:

- (Type D) to conduct an evaluation or reevaluation;
- (Type D) for initial placement;
- (Type D) to initiate or to change the identification, evaluation, placement, or provision of FAPE; and the most recent Prior Written Notice in the file includes:
 - A description of the action proposed or refused;
 - An explanation of why the action was proposed or refused;
 - A description of any options considered and the reasons these options were rejected; A description of each evaluation procedure, test, record, or report used as a basis for the proposal or refusal;
 - A description of any other factors relevant to the proposal or refusal;
 - A statement that parents of a child with a disability have protection under Procedural Safeguards and the means by which a copy of the notice of Procedural Safeguards may be obtained;
 - Sources for parents to contact to obtain assistance in understanding their Procedural Safeguards.



Data Entry

The screenshot shows a web browser window displaying the SPED SPRM data entry application. The page title is "SPED SPRM - ODE Dev server". The user is logged in as "Steven Skeen". The application displays the following information:

- Display Standards:** Not Entered
- Compliance Status:** All
- Section:** Procedural Safeguards (1-5)
- Standard 1:** The District provided Procedural Safeguards to parents upon initial referral for evaluation.
- Compliance Status:** Not Reviewed
- Comments:** (Empty text area)

Buttons at the bottom include "Save and Previous", "Save", and "Save and Next". The Oregon Department of Education logo is visible at the bottom of the page.

Data Entry (continued)

This screenshot shows the same data entry application as the previous one, but with the "Compliance Status" dropdown menu open. The menu options are:

- Not Reviewed
- Not Reviewed
- Yes
- No
- Corrected

The "Yes" option is currently selected. The rest of the page content remains the same as in the previous screenshot.

Data Entry (continued)



Data Entry (continued)



Final Review

Dashboard - PCR 2010-11
Program: Demo 716
School Year: 2010-11
ODE Contact: Colleen Stover (503) 947-5705

Click on each Unlocked file to enter information and Lock it.
Files listed in **bold** require action.

File Info	More Detail			Standard Info	Less Detail					Total		
	Child Type	First Name	Last Name		Status	Not Reviewed	No	Yes	N/A		Cor	Cor Ver
School Age	Steven	Skeen	Unlocked	19	0	0	0	0	0	0	0	19
School Age	Timothy	SHOPL	Unlocked	20	0	0	0	0	0	0	0	20
School Age	Gordon	WEST	Unlocked	22	0	0	0	0	0	0	0	22
Charter	RYAN	SAUL	Unlocked	20	0	0	0	0	0	0	0	20
Total:				81	0	0	0	0	0	0	0	81

4 Files: 3 School Age, 1 Charter
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Submit for ODE Verification

Dashboard - PCR 2010-11
Program: Demo 677
School Year: 2010-11

Click the **Submit** button below to notify ODE that your PCR file review is complete.

Files listed in **bold** require action.

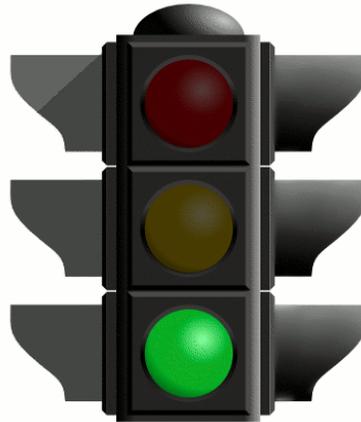
File Info	More Detail			Standard Info	More Detail
	Child Type	First Name	Last Name		
School Age	DARRIN	Thomas	Locked	0	33
School Age	Brendan	TOLEDO	Locked	0	24
School Age	TRISTA	Webb	Locked	0	27
Charter	Scott	DAY	Locked	0	30
Total:				0	114

4 Files: 3 School Age, 1 Charter
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ODE Verification



Correction of Noncompliance

- ALL noncompliance must be reported.
- ALL noncompliance will require individual file correction, followed by additional file reviews to determine if the noncompliance is a systemic issue.
- Correction must occur **as soon as possible**, but no later than one year from written notification from ODE of a finding.



Correction of Noncompliance

- ALL noncompliance must be reported.
- ODE tracks and reports all noncompliance through 100% correction in the Annual Performance Review (APR) submitted to the US Dept. of Education, Office of Special Education Programs (OSEP).
- Completing the SPR&I process allows districts a chance not only to identify noncompliance, but more importantly it identifies staff development needs and provides a link between compliance in student files with progress in the indicators.



Correcting Individual Student Files



Additional File Reviews

2012-13 Procedural Compliance Review

- Individual Corrections
Corr. before 4/15/14
100% Compliant
- Additional Reviews**
Corr. before 4/15/14
0/2 Completed
- Systemic Issues
Corr. before 4/15/14
Additional Reviews Incomplete

2012-13 Compliance and Performance Indicators (2011-12 Data)

- Leaver (B1 & B2)
Improvement Plan Meets Requirements
- Assessment (B3)
Improvement Plan Meets Requirements
- Discipline (B4)
Meets Requirements
- Federal Placement (B5)
Worksheet Justified
- Disproportionality (B9 & B10)
Meets Requirements
- Child Find (B11)
Meets Requirements
- Significant Disproportionality
Data Not Available

2012-13 Other Compliance

- Fiscal Determination: None At This Time
- Focused Monitoring: None At This Time
- Miscellaneous: None At This Time

PCR & Indicators: Other Years

- 2011-12
100% Compliant
- 2010-11
100% Compliant

Determination Status

- FFY 2009 Meets Requirements
- FFY 2010 Meets Requirements

Updates

April 15th PCR Correction Report
There is a new report available in SPRAJ: "PCR Correction." This shows the status of last...

Program Staff

Jennifer McCallum 503-845-6137 mccallum_jennifer@mtangel.k12.or.us



Additional File Reviews: Student File Selection

SSID Master List

- The SSID Master List is used to automatically populate the SSID list for each standard requiring additional review.
- This list should be completed before beginning any additional reviews.
- If your agency doesn't have enough files available to completely fill the list, contact your county contact so they can adjust the number of SSIDs required.

Show Master SSID Summary

SSID
Delete Edit

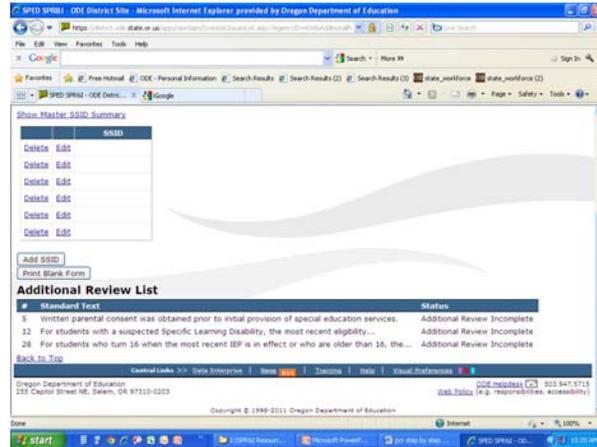
Add SSID
Print Blank Form

Additional Review List

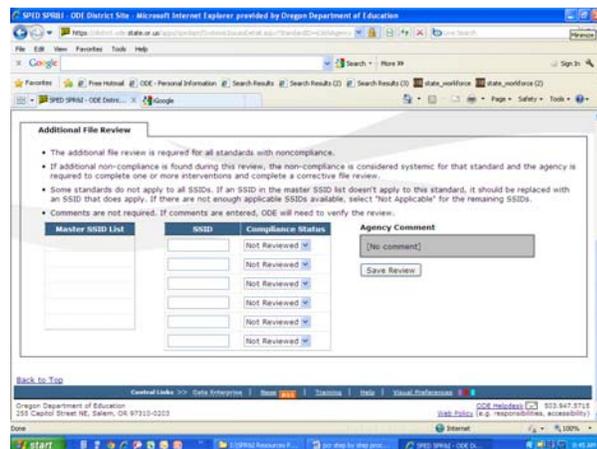
Standard Text	Status
5 Written parental consent was obtained prior to initial provision of special education services.	Additional Review Incomplete
12 For students with a suspected Specific Learning Disability, the most recent eligibility...	Additional Review Incomplete
39 For students who turn 16 when the most recent IEP is in effect or who are older than 16, the...	Additional Review Incomplete



Additional File Review: Data Entry



Additional File Review: Data Entry



Systemic Issues

Interventions Master List

- Interventions are actions taken by the agency to address systemic non-compliance.
- The Interventions Master List is used to add an Intervention to all Systemic Issues at once.
- To add an Intervention to a single standard, click the standard in the Systemic Issues List and add the Intervention on the detail page.
- Choose "Other" to enter an intervention that is not one of the primary options.

Intervention	Estimated Completion Date	Actual Completion Date
<input type="checkbox"/> Use peer mentors to train staff (including regular education staff, as appropriate) <input type="checkbox"/> Staff will attend workshops (including regular education staff, as appropriate) <input type="checkbox"/> Send memorandum to staff (including regular education staff, as appropriate) <input type="checkbox"/> Revise written special education procedures <input type="checkbox"/> Revise staff handbook <input type="checkbox"/> Review procedures at department meeting(s) <input type="checkbox"/> Meet with individual staff members (including regular education staff, as appropriate) <input type="checkbox"/> Administrator observes IEP/SPED meeting(s) <input type="checkbox"/> Conduct in-service with staff <input type="checkbox"/> Arrange staff training by non-district personnel <input type="checkbox"/> Other		

Buttons: Delete, Edit, Add Intervention



Systemic Issues: File Review

Dashboard - Systemic Issues 2010-11

School Year: 2010-11 Agency: Arlington SD

Interventions Master List

- Interventions are actions taken by the agency to address systemic non-compliance.
- The Interventions Master List is used to add an Intervention to all Systemic Issues at once.
- To add an Intervention to a single standard, click the standard in the Systemic Issues List and add the Intervention on the detail page.
- Choose "Other" to enter an intervention that is not one of the primary options.

Intervention	Estimated Completion Date	Actual Completion Date
<input type="checkbox"/> Arrange staff training by non-district personnel	4/15/2011	4/15/2011

Buttons: Delete, Edit, Add Intervention

Systemic Issue List

- Systemic Issues are standards that show evidence of systemic non-compliance
- A standard is considered to have systemic non-compliance if more than one-third of the files originally reviewed were out of compliance or if non-compliance was found in an additional review for that standard.
- The type of systemic non-compliance is indicated in the "Reason" column below.

Reason	Standard Text	Status
323%	14 The most recent eligibility determination document. Indicated the evaluation data...	Corrective Review Compliant

Buttons: Back to Top



Systemic Issues: File Review

Standard 6 - Corrective Review Incomplete

Written notice and consent for initial and re-evaluation includes a description of each evaluation procedure, test, record, or report.

Interventions **Corrective File Review**

- The corrective review provides evidence that the agency has successfully corrected the systemic issue.
- The files used in the corrective review must be applicable to the given standard and show evidence of compliance **after** the relevant intervention(s) are completed.
- The amount of files required for evidence of compliance is based on the original number reviewed. The following table shows how many files are required based on the original number reviewed.

Initial Program SECC Review #	Corrective File Review #
1-99	6
100-499	8
500-999	15
1000+	20

- If your agency doesn't have enough files available to completely fill the list, your county contact can adjust the number of SSSDs required.
- If there are more rows than you are required to review, please contact your county contact and they can delete those.

SSSD Corrective Review Date



Systemic Issues: File Review

Standard 28 - Corrective Review Compliant

For students who turn 16 when the most recent IEP is in effect or who are older than 16, the IEP contains Present Levels of Academic Achievement and Functional Performance including:

- The strengths of the student;
- The concerns of the parents for enhancing the education of their child;
- The present level of academic performance, including the student's most recent performance on State or district-wide assessments;
- The present level of developmental and functional performance (including the results of the initial or most recent evaluation);
- How the student's disability affects involvement and progress in the general education curriculum;
- The student's preferences, needs, interests; and
- The results of age-appropriate transition assessments.

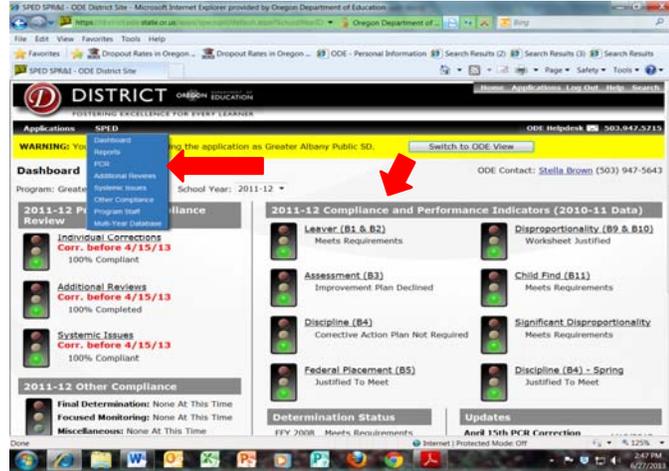
Additional File Review **Interventions** **Corrective File Review**

- The corrective review provides evidence that the agency has successfully corrected the systemic issue.
- The files used in the corrective review must be applicable to the given standard and show evidence of compliance **after** the relevant intervention(s) are completed.
- The amount of files required for evidence of compliance is equal to 50% of the **original number** of files reviewed.
- If your agency doesn't have enough files available to completely fill the list, your county contact can adjust the number of SSSDs required.

SSSD	Corrective Review Date
Details ESD: 00081117	4/12/2011
Details ESD: 00139338	5/02/2011



SPR&I Reports



Required Activities for Indicators

Part B – School Age Indicators

- Consolidated Plan: Data Analysis and Actions

Part C – EI/ECSE Indicators

- Worksheets
- Improvement Plans
- Corrective Action Plans



Significant Disproportionality

Data Driven

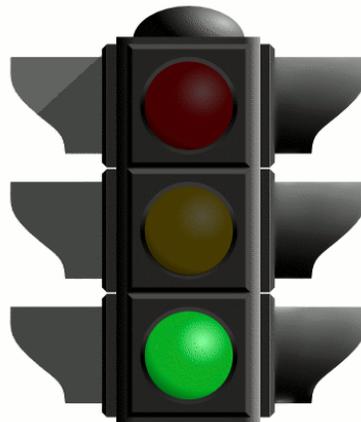
- B4 Discipline
- B5 Placement
- B9 Disproportionate Representation in Special Education
- B10 Disproportionate Representation in Specific Eligibility Categories

SPR&I Process if flagged:

- ✓ Policy-to-Practice required
- ✓ Corrective Active Plan required



May all your lights be green!



Questions?

SPR&I Webpage – County Contact Assignment List

[http://www.oregon.gov/ode/students-and-family/SpecialEducation/GeneralSupervision/Pages/System-Performance-Review-and-Improvement-\(SPRI\).aspx](http://www.oregon.gov/ode/students-and-family/SpecialEducation/GeneralSupervision/Pages/System-Performance-Review-and-Improvement-(SPRI).aspx)

