Below are some of the questions that were asked during the EMIS Focused Training – Special Education sessions held on October 23 and 25, 2024. The questions are in order by topic and include the answer and, in many cases, a link to EMIS documentation where the information can be found. Questions received via Teams Chat and the phone have been included. These Q&A documents, as well as training schedules and presentations, are available on our EMIS Focused Training webpage. Note that the EMIS Manual continues to be the authoritative source for EMIS reporting guidance.

Data Reporting

Q1 *Under what circumstances would Outcome ID (GE120) options ETNE (Not Eligible for Services) and ETEX (Exiting Special Education) be reported?*

A1 The Date Type and Outcome Combinations table in EMIS Manual Section 2.13 states the following:

- Option ETNE can only be reported with Date Type (GE100) option IETR (Evaluation Team Report Completion Date-Initial) when the student is found to be ineligible for services.
- Option ETEX can only be reported with Date Type (GE100) option RETR (Evaluation Team Report Completion Date-Reevaluation) when a student previously qualified for services but no longer qualifies and is exited from special education.

Q2 *Which Date Type (GE100) option should be reported if a parent refuses to have an annual Individualized Education Program (IEP) review?*

A2 Date Type option CIEP (IEP consent withdrawn by parent) would be reported in this situation. See EMIS Manual Section 2.13.

Q3 *Which Outcome ID (GE120) option is reported if the parent refuses services at the annual IEP review meeting?*

A3 Outcome ID option IEPR (IEP Complete – Parental Refusal) would be reported in this situation. See EMIS Manual Section 2.13.

Q4 *If a parent refuses services, should the Disability Condition (FD130) continue to be reported?*

A4 No. Once a parent refuses services, the student becomes a regular education student, and the Disability Condition is updated with option ** to reflect no disability. See EMIS Manual Sections 2.5 and 2.13.

Q5 *Is a Non-Compliance ID (GE130) option required when an Evaluation Team Report (ETR) is allowed to expire, and the process needs to start over?*

A5 It depends on the situation. Because the process starts over with a referral for evaluation, consent, etc., federal timelines apply. A Non-Compliance ID option would be required if the time lapse extends beyond 60 days from consent to the new ETR. See EMIS Manual Section 2.13 and Operating Standards for the Education of Children with Disabilities.

Q6 *Does the Date (GE110) and the Outcome Beginning Date (GE140) for an Individualized Education Program (IEP) meeting need to be the same?*

A6 No. The dates can be the same, but generally, they will not be.

Q7 *What is the purpose of the Date Type (GE100) option NIEP (Special Education Services being Provided without an IEP in Place)?*

A7 Option NIEP is for reporting that the student is receiving services based on a prior IEP. The NIEP ensures the student's inclusion in the Federal Child Count and for state-weighted special education funding.

Q8 *What Disability Condition (FD130) option should be reported when an Evaluation Team Report (ETR) has expired and an NIEP (Special Education Services being Provided without an IEP in Place) will be reported while the new ETR is under development?*

A8 The Disability Condition should be reported based on the expired ETR.

Q9 *If a student's Evaluation Team Report (ETR) expires and the next Date Type (GE100) events will be an initial ETR and an initial IEP, can an NIEP still be reported?*

A9 Yes. An NIEP is reportable any time a prior IEP existed and services are provided, even with an expired ETR. See EMIS Manual Section 2.13.

Q10 *How soon should Date Type (GE100) option NIEP (Special Education Services being Provided without an IEP in Place) be reported before the district adopts or rejects the incoming Evaluation Team Report (ETR)/Individualized Education Program (IEP)?*

A10 Date Type option NIEP should be reported as soon as the district begins providing services based on the prior IEP. See EMIS Manual Section 2.13.

Q11 *Does an NIEP (Special Education Services being Provided without an IEP in Place) need to be reported with an Outcome End Date (GE150)?*

A11 No. NIEPs do not need to be reported with an end date. Once the next IEP event is reported, the NIEP will automatically be end-dated.

Q12 *If an Individualized Education Program (IEP) was in place but not reported last year and services are being provided in the current year, can an NIEP (Special Education Services being Provided without an IEP in Place) be reported?*

A12 Yes, along with Non-Compliance ID (GE130) option 12. See EMIS Manual Section 2.13.

Q13 *Is a Non-Compliance ID (GE130) required for a spring IEP event with an Outcome Beginning Date (GE140) that starts the following school year?*

A13 It depends on the situation. For preschoolers transitioning from Part C to Part B, a Non-Compliance ID is required when their IEP is not developed and *implemented* by their third birthday (as reported in the Outcome Beginning Date). For all other students, a Non-Compliance ID is required when the IEP *Date (GE110)* has not met federally mandated timelines. See EMIS Manual Section 2.13 and Operating Standards for the Education of Children with Disabilities.

Q14 *Is a Student Special Education Graduation Requirement (FE) Record required to be reported for all high school students or just graduating seniors?*

A14 This record is not just for graduating seniors. The record is reported whenever an IEP determination is made to add, confirm, or cancel an exemption from the consequences of any graduation assessment or individual graduation assessment area. See EMIS Manual Section 2.14.

Q15 *Is the Student Special Education Graduation Requirement (FE) Record required to be reported for a Grade 23 student?*

A15 Yes.

Q16 *Does an emergency removal count toward the accumulation of more than 10 days to hold a Special Education Manifestation Determination (SEMD)?*

A16 Yes. Any time a student's Least Restrictive Environment (LRE) cannot be implemented due to disciplinary reasons would count toward the more than 10-day accumulation. See Discipline Process for Children with Disabilities and Operating Standards for the Education of Children with Disabilities.

Q17 *Is there a timeframe for when the Special Education Manifestation Determination (SEMD) is to be held?*

A17 Yes. It must be held within 10 days of any decision to change the student's placement. See Discipline Process for Children with Disabilities and Operating Standards for the Education of Children with Disabilities.

Q18 *Would additional Special Education Manifestation Determinations (SEMD) be required if a student continues to have subsequent removals?*

A18 Yes. The district is required to determine whether an SEMD is needed for each subsequent removal. See Discipline Process for Children with Disabilities and Operating Standards for the Education of Children with Disabilities.

Q19 *Is an Exiting Student Follow-Up (FW) Record required for dropout students?*

A19 Yes. See EMIS Manual Section 2.23 and Office for Exceptional Children Exiting Student Data Collection FAQ.

Transfer Students

Q20 *When a student transfers with an expired Evaluation Team Report (ETR), the next Date Type (GE100) is an Initial ETR (IETR). Is that also true for an ETR that expires during a student's enrollment?*

A20 Yes. Whenever an ETR is allowed to expire, the next Date Type is an Initial ETR (IETR). See EMIS Manual Section 2.13.

Q21 *What is the timeframe for completing the next Individualized Education Program (IEP) when the incoming IEP is rejected?*

A21 The usual federal timeline requirements would apply, which in this instance would be 30 days from the ETR determination. See Operating Standards for the Education of Children with Disabilities.

Q22 *If a student with a disability and valid Evaluation Team Report (ETR) withdraws and then returns to the same district, must the district adopt the ETR?*

A22 An adoption would only be required if the student had enrolled at another district in the interim and that district had adopted the ETR. Otherwise, no action is needed until the next ETR event is due.

Department of Education & Workforce

Q23 *What Date Type (GE100) option is reported if an Individualized Education Program (IEP) is adopted for a transfer student but related services need to be added?*

A23 The new district must either adopt the incoming IEP in its entirety or reject it. If services need to be added to an existing IEP, the next event to be reported would be:

- RIEP (IEP Completion Date-Periodic Review) for an in-state transfer
- IIEP (IEP Completion Date-Initial) for an out-of-state transfer

Q24 *Do Date Type (GE100) options TETR (Evaluation Team Report Completion Date-Transfer) and TIEP (Transfer Student IEP Adoption Date) need to be reported with the same Date (GE110)?*

A24 No. The Date can be the same for both events, but generally, it will not be.

Preschool to Kindergarten IEP Transition

Q25 *When preschool students transition to kindergarten, should the school-age outcome be reported with the Outcome ID (GE120) on an IEP event along with the Updated October 31 IEP Outcome (FN270) element?*

A25 No, both should not be reported once the student has transitioned to kindergarten.

- In the case of a combined IEP, the school-age outcome is reported in the Updated October 31 IEP Outcome (FN270) via the Student Attributes – No Date (FN) Record.
- In the case of two subsequent IEPs, the school-age Outcome ID (GE120) is reported with either Date Type (GE100) option AIEP or RIEP via the Student Special Education (GE) Record.

See EMIS Manual Sections 2.6 and 2.13.