2017-18 BEDS Day

Special Education Reporting Reference Guide

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2017-18 BEDS Day Special Education Reference Guide

- The purpose of this guide is to assist with BEDS Day VR 1-9 verification and certification of 2017-18 New York State Special Education reporting requirements

- Data in these reports represents students receiving Special Education Services as of **October 4, 2017**

- Data that populates these reports come directly from what is reported in SIRS, specifically the BEDS Day (Fall) snapshot which is extracted from your special education system (Frontline IEP or ClearTrack)

- Verification and certification of BEDS day special education data is done through the PD System. Although certification for Special Education Verification Reports (VR 1-9) for BEDS data is done through the PD System by January 8th, **demographic enrollment, program and BEDS Day Snapshot data for all students must be submitted by Thursday, January 4, 2018 at noon.**

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PD System

- In April 2016, the PD System moved locations, and is now part of the NYSED Business Portal: http://portal.nysed.gov/portal/page/portal/PortalApp

- In order to access the PD system, users must have a State Education Department Delegated Account System (SEDDAS) username and password

- Superintendents and Charter School Leaders need to set up Delegated/Entitlement Administrator (DA/EA) accounts for Special Education Directors and staff in order for these staff members to access the PD system and submit data

- For the PD Data System, the entitlement is "PD System" and there are up to two specific level of access:
  - **PD Contact**: This delegation allows the user full access within the PD Data System. This user can see all data, drill down to student level data, enter data and certify reports within the system
  - **CIO**: This delegation allows read only access to all forms within the PD Data System. This user can view all data and drill down for student level data. They cannot enter data or certify reports

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To view/certify the Special Education Verification Reports you must:

- Click on 2017–18 school year on the menu bar or use the dashboard to navigate to a specific report
- Select “October Verification Reports” or click on the individual report through the dashboard.
- Review each report and read the heading instructions on the link in the top of each report that describes the criteria for students to be included in the report
- Review the list of included students and the list of excluded students for the corresponding verification report to determine if all eligible students are included and the information submitted for included and excluded students is complete and accurate
- If changes are needed, revise your student management systems and /or Special Education system. Reload corrected data into Level 0
- The certification buttons are on the top right of each verification report. The accurate certification button option is available from the date of the first refresh for districts to be able to certify their data as complete and accurate early.

Certification and Due Dates At-A-Glance for the 2017-2018 School Year

These forms are entered directly into the PD Data System[1]	Due By
PD6: Personnel Form	February 1, 2018
PD8: Suspension Data	August 3, 2018
These forms are sent directly to your Local Education Agency[1]	**Due By**
SEDCAR 1: Request for IDEA Sub Allocation	November 22, 2017
SEDCAR 2: Request for IDEA Sub Allocation for Students Receiving Services Pursuant to Article 81 Only (This form is also sent to SEDCAR in NYSED)	November 22, 2017
These data are populated from SIRS and are certified in the PD Data System[1]	**Date Data Must Be Certified By**
VR1: Preschool Child Count Report by Race/Ethnicity	January 8, 2018
VR2: School Age Child Count by Age and Disability	January 8, 2018
VR3: School Age Students by Disability and Race/Ethnicity	January 8, 2018
VR4: Preschool LRE Setting Report	January 8, 2018
VR5: School Age LRE Setting Report	January 8, 2018
VR6: District Report of Preschool Students by Primary Service Provider	January 8, 2018
VR7: Provider Report of Preschool Students[2]	**
VR8: District Report of School Age Students by Building Where Enrolled	January 8, 2018
VR9: Provider Report of School Age Students[2]	**
VR11: Notification to School District of Compliance Rate on SPP #11[3]	September 24, 2018[5]
VR12: Notification to School District of Compliance Rate on SPP #12[3]	September 24, 2018[5]
VR13: Preschool Children Provided Programs and Services during 2017-18 School Year	August 27, 2018[5]
VR14: District Report of Parentally Placed Students in Nonpublic School Who Were Evaluated	September 24, 2018[5]
VR15: Preschool Outcomes Report[3]	August 27, 2018[5]
VR16: Students Receiving Coordinated Early Intervening Services	August 27, 2018[5]
These data are entered directly into the PD Data System under Self Review Checklists[4]	**Date Checklist Must Be Completed By**
SR4: Suspension Rate for Students with Disabilities (significant discrepancy)	May 31, 2018
SR5: Suspension Rate for Students with Disabilities (significant disproportionality)	May 31, 2018
SR9: Disproportionate Identification of Racial and Ethnic Groups for Special Education and Related Services	October 15, 2018
SR10A: Disproportionate Representation of Students with Disabilities by Classification	October 15, 2018
SR10B: Disproportionate Representation of Students with Disabilities by Placement	October 15, 2018
SR13: Secondary Transition IEP Review for Students with Disabilities	August 31, 2018

[1] *For further information on any of the forms or data in the above table, please visit IRS Special Education's data collection requirements page located at: http://www.p12.nysed.gov/sedcar/data.htm.*

[2] *Verification reports 7 and 9 are provider reports that do not require certification.*

[3] *See the schedule of submission to find the school year in which your district is required to submit data for these indicators: http://www.p12.nysed.gov/sedcar/sppschedule2011-2017.html*

[4] *For further information on SPP Indicators, please visit: http://www.p12.nysed.gov/specialed/spp/*

[5] *Please note for all due dates in red: Enrollment, demographic, assessment (including COSF), Special Education Snapshot (EOY) and disability program service records for those students who are potential submission records for the VR 11-16 reports must be migrated to the Level 2 Student Data Repository no later than August 24, 2018. Data will be reviewable in the PD data system as the List of Potential Student Records to ascertain that all students eligible to be included in these reports are on the list with accurate information. The L2 data repository will be frozen with regard to new or changes in the enrollment, demographic, assessment, special education snapshot and disability program service records after this date in order to do accountability calculations after the August 24, 2018 deadline.*

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The following BEDS Day VR Reports need to certified in the PD System:

Deadline to Certify VR 1-6 & VR 8 – January 8, 2018

Deadline to load data to Level 0 – Thursday, January 4th at noon

- **VR 1**: Preschool Child Count Report by Race / Ethnicity
- **VR 2:** School Age Child Count by Age and Disability
- **VR 3:** School Age Students by Disability and Race/Ethnicity
- **VR 4**: Preschool LRE Setting Report
- **VR 5**: School Age LRE Setting Report
- **VR 6**: District Report of Preschool Students by Primary Service Provider
- **VR 7**: Provider Report of Preschool Students ***(does not require certification)***
- **VR 8**: District Report of School Age Students by Building Where Enrolled
- **VR 9**: Provider Report of School Age Students ***(does not require certification)***

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VR-1 Load Deadline – Jan. 4th / Certification Deadline – Jan. 8th

Verification Report 1
Preschool Child Count Report by Race/Ethnicity
October 2017 Snapshot
(Preschool Children Receiving Special Education Services as of October 4, 2017)

Description of Report

This is a report of preschool children with disabilities for whom the school district has Committee on Preschool Special Education (CPSE) responsibility. Students with the following records are **included** in this report:

- Enrollment record with reason for beginning enrollment code "0011" or "5905"; **and**
- Enrollment record with enrollment beginning date on or before snapshot date and no ending date or an ending date after the snapshot date; and
- Building of Enrollment code is a valid code in SEDREF ; **and**
- Student's age is 3 or 4 on October 4, 2017; and
- A disability Programs Fact record with code 5786 (preschool student with a disability); **and**
- A Special Education Snapshot record with all of the following data elements:
  - Primary Service Code (see Primary Service codes and descriptions)
  - Primary Service Provider
  - Snapshot Date of October 4, 2017
  - Least Restrictive Environment Code for preschool setting (See LRE codes and descriptions).

Included with this verification report is a listing of students who are **excluded** from the report below. These students' records should be reviewed by school districts for accuracy to verify that they indeed do not meet all the criteria listed above to be included in the report below. The criteria for **excluding** students from the report are as follows:

- Students are Age 3 or Age 4 on October 4, 2017; **and**
  There is an active enrollment record on snapshot date; **and**
  There is an active disability Programs Fact record with code 5786 (preschool student with a disability) on snapshot date; **and**
  There is **no** Special Education Snapshot record.

OR

- Students are Age 3 or Age 4 on October 4, 2017; **and**
  There is an active enrollment record on snapshot date; **and**
  There is no active disability Programs Fact record with code 5786 (preschool student with a disability) on snapshot date; **and**
  There is a Special Education Snapshot record.

The reasonability checks described below will be conducted based on the data in this report and the data included in the 2016-17, VR1 report.

- The total reported in Column H in the report below will be compared with the total reported in Column H of the 2016-17 VR1 report.

To go to the VR1 template click one of the following links: html | pdf | word
To view the VR1 please log into the PD Data System and select VR1 under the school year, then October Verification Reports.

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Verification Report 1
Preschool Child Count Report by Race/Ethnicity
October 2017 Snapshot
(Preschool Children Receiving Special Education Services as of October 4, 2017)

To view the description of the report including SIRS codes please click here.

Directions: Please review the data below to verify that this report represents all preschool children with disabilities (aged 3-4) for whom your district has CPSE responsibility and who were receiving special education services on the snapshot date. The links below the numbers in each cell provide a list of students that meet the criteria to be included in the report. Also, please review your school district's report of students excluded from this report. **If corrections are needed to this report, please resubmit your district files with the necessary corrections to the Regional Information Center (or the data warehouse for large cities) prior to the certification due date.**

Preschool Students with Disabilities Receiving Special Education Services on October 4, 2017 (Age is as of October 4, 2017)	A	B	C	D	E	F	G	H	I	J
	Hispanic or Latino	American Indian/ Alaska Native (Not of Hispanic Origin)	Asian (Not of Hispanic Origin)	Black or African American (Not of Hispanic Origin)	Native Hawaiian or Other Pacific Islander (Not of Hispanic Origin)	White (Not of Hispanic Origin)	Two-or More Races (Not of Hispanic Origin)	Race Total (2017-18)	Race Total (2016-17)	Reasonability Check*
Age 3										
Age 4										
Total										

* Discrepancies of plus or minus 10 students **and** 10 percent between October 5, 2016 and October 4, 2017 data are identified with asterisks in Column J.

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VR-2 Load Deadline – Jan. 4th / Certification Deadline – Jan. 8th

Verification Report 2
School Age Child Count by Age and Disability
(Students Receiving Special Education Services on October 4, 2017)

Description of Report

This is a report of school age students with disabilities for whom the school district has Committee on Special Education (CSE) responsibility by disability and discreet age. Students with the following records are **included** in this report:

- Enrollment record with reason for beginning enrollment code "0011", "0022", "5905" , "5544", "5654", "7000", "7011"; **and**
- Enrollment record with enrollment beginning date on or before snapshot date and no ending date or an ending date after the snapshot date; **and**
- Building of Enrollment code is a valid code in SEDREF; **and**
- Student's date of birth is between 09/01/1997 and 12/31/2013; **and**
- A disability *Programs Fact* record with a valid code for a school-age student with a disability (see Special Education Codes and Descriptions), (codes 0352, 0363, 0385, 0396, 0407, 0418, 0429, 0440, 0451, 0462, 0473, 0484, 0495); **and**
- A *Special Education Snapshot* record with all of the following data elements:
  - Snapshot Date of October 4, 2017
  - Primary Placement Type
  - Least Restrictive Environment Code for school age setting (see LRE codes and descriptions)

Also included with this verification report is a listing of students who are **excluded** from the report below. These students' records should be reviewed by school districts for accuracy to verify that they indeed do not meet all the criteria listed above to be included in the report below. The criteria for excluding students from the report below are as follows:

- Students are school age students between the ages of 4 and 21; **and**
  There is an active enrollment record on snapshot date; **and**
  There is an active disability *Programs Fact* record with a disability code for school age students on snapshot date; **and**
  There is **no** *Special Education Snapshot* record.

OR

- Students are school age students between the ages of 4 and 21; **and**
  There is an active enrollment record on snapshot date; **and**
  There is **no** active disability *Programs Fact* record with a disability code for school age students on snapshot date; **and**
  There is a *Special Education Snapshot* record.

To go to the VR2 template click one of the following links: html | pdf | word
To view the VR2 please log into the PD Data System and select VR2 under the school year, then October Verification Reports.

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VR-2 Load Deadline – Jan. 4th / Certification Deadline – Jan. 8th

Verification Report 2
School Age Child Count by Age and Disability
(Students Receiving Special Education Services on October 4, 2017)

To view the description of the report including SIRS codes please click here.

Directions: Please review the data below to verify each student's disability and age as of October 4, 2017 for all school age students with disabilities (aged 4-21) for whom your district has CSE responsibility and who were receiving special education services on the snapshot date. The links below the numbers in each cell provide a list of students that meet the criteria to be included in the report. Also, please review your school district's report of students excluded from this report. **If corrections are needed to this report, please resubmit your district files with the necessary corrections to the Regional Information Center (or the data warehouse for large cities) before the certification due date.**

Line Number	Disability (As of Snapshot Date)	Age as of October 4, 2017																		
		4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	Grand Total
01	Autism																			
02	Emotional Disturbance																			
03	Learning Disability																			
04	Intellectual Disability																			
05	Deafness																			
06	Hearing Impairment																			
07	Speech or Language Impairment																			
08	Visual Impairment (includes Blindness)																			
09	Orthopedic Impairment																			
10	Other Health Impairment																			
11	Multiple Disabilities																			
12	Deaf-Blindness																			
13	Traumatic Brain Injury																			
14	**Total (Lines 1-13)**																			

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VR-2 Load Deadline – Jan. 4th / Certification Deadline – Jan. 8th

Line Number	Disability (As of Snapshot Date)	Age as of October 4, 2017							
		Total Ages 4-5	Total Ages 6-11	Total Ages 12-13	Total Ages 14-17	Total Ages 18-21	Grand Total for 2017	10/5/16 Count of Students	Reasonability Check *
01	Autism								
02	Emotional Disturbance								
03	Learning Disability								
04	Intellectual Disability[1]								
05	Deafness								
06	Hearing Impairment								
07	Speech or Language Impairment								
08	Visual Impairment (includes Blindness)								
09	Orthopedic Impairment								
10	Other Health Impairment								
11	Multiple Disabilities								
12	Deaf-Blindness								
13	Traumatic Brain Injury								
14	**Total (Lines 1-13)**								

* Discrepancies of plus or minus 10 students and 10 percent between October 5, 2016 and October 4, 2017 data are identified with asterisks in the Reasonability Check Column

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VR-3 Load Deadline – Jan. 4th / Certification Deadline – Jan. 8th

Verification Report 3
School Age Students by Disability and Race/Ethnicity
(Receiving Special Education Services as of October 4, 2017)

Description of Report

There are two reports of school age students with disabilities for whom the school district has Committee on Special Education (CSE) responsibility by disability and race/ethnicity. The first report is for school age students ages 4-5 and the second report is for school age students ages 6-21. Students with the following records are **included** in this report:

- Enrollment record with reason for beginning enrollment code "0011", "0022", "5905" , "5544", "5644", "7000", "7011"; **and**
- Enrollment record with enrollment beginning date on or before snapshot date and no ending date or an ending date after the snapshot date; **and**
- Building of Enrollment code is a valid code in SEDREF; **and**
- Student's date of birth is between 09/01/1997 and 12/31/2013; **and**
- A disability *Programs Fact* record with a valid code for a school-age student with a disability (see Special Education Codes and Descriptions), (codes 0352, 0363, 0385, 0396, 0407, 0418, 0429, 0440, 0451, 0462, 0473, 0484, 0495); **and**
- A *Special Education Snapshot* record with all of the following data elements:
  - Snapshot Date of October 4, 2017
  - Primary Placement Type
  - Least Restrictive Environment Code for school age setting (see LRE codes and descriptions).

Also included with this verification report is a listing of students who are **excluded** from the report below. These students' records should be reviewed by school districts for accuracy to verify that they indeed do not meet all the criteria listed above to be included in the reports below. The criteria for excluding students from the reports below are as follows:

- Students are school age students between the ages of 4 and 21; **and**
  There is an active enrollment record on snapshot date; **and**
  There is an active disability *Programs Fact* record with a disability code for school age students on snapshot date; **and**
  There is no *Special Education Snapshot* record.

  OR
- Students are school age students between the ages of 4 and 21; **and**
  There is an active enrollment record on snapshot date; **and**
  There is no active disability *Programs Fact* record with a disability code for school age students on snapshot date; **and**
  There is a *Special Education Snapshot* record.

To go to the VR3 template click one of the following links: html | pdf | word
To view the VR3 please log into the PD Data System and select VR3 under the school year, then October Verification Reports.

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VR-3 Load Deadline – Jan. 4th / Certification Deadline – Jan. 8th

Verification Report 3
School Age Students by Disability and Race/Ethnicity
(Receiving Special Education Services as of October 4, 2017)

To view the description of the report including SIRS codes please click here.

Directions: Please review the data below to verify that students' disability and race/ethnicity are displayed accurately for all school age students with disabilities (aged 4-5) for whom your district has CSE responsibility and who were receiving special education services on the snapshot date. The links below the numbers in each cell provide a list of students that meet the criteria to be included in the report. Also, please review your school district's report of students excluded from this report. **If corrections are needed to this report, please resubmit your district files with the necessary corrections to the Regional Information Center (or the data warehouse for large cities) before the certification due date.**

Ages 4-5

Line Number	Disability (As of Snapshot Date)	A	B	C	D	E	F	G	H
		Hispanic or Latino	American Indian or Alaska Native (Not of Hispanic Origin)	Asian (Not of Hispanic Origin)	Black or African American (Not of Hispanic Origin)	Native Hawaiian or Other Pacific Islander (Not of Hispanic Origin)	White (Not of Hispanic Origin)	Two or More Races (Not of Hispanic Origin	Total
01	Autism								
02	Emotional Disturbance								
03	Learning Disability								
04	Intellectual Disability								
05	Deafness								
06	Hearing Impairment								
07	Speech or Language Impairment								
08	Visual Impairment (Includes Blindness)								
09	Orthopedic Impairment								
10	Other Health Impairment								
11	Multiple Disabilities								
12	Deaf-Blindness								
13	Traumatic Brain Injury								
14	***Total (Lines 1-13)***								
15	**Total (October 5, 2016)**								
16	***Reasonability Check ****								

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VR-3 Load Deadline – Jan. 4th / Certification Deadline – Jan. 8th

Verification Report 3
School Age Students by Disability and Race/Ethnicity
(Receiving Special Education Services as of October 4, 2017
Ages 6-21

Directions: Please review the data below to verify that students' disability and race/ethnicity are displayed accurately for all school age students with disabilities (aged 6-21) for whom your district has CSE responsibility and who were receiving special education services on the snapshot date. The links below the numbers in each cell provide a list of students that meet the criteria to be included in the report. Also, please review your school district's report of students excluded from this report. **If corrections are needed to this report, please resubmit your district files with the necessary corrections to the Regional Information Center (or the data warehouse for large cities) before the certification due date.**

Line Number	Disability (As of Snapshot Date)	A	B	C	D	E	F	G	H
		Hispanic or Latino	American Indian or Alaska Native (Not of Hispanic Origin)	Asian (Not of Hispanic Origin)	Black or African American (Not of Hispanic Origin)	Native Hawaiian or Other Pacific Islander (Not of Hispanic Origin)	White (Not of Hispanic Origin)	Two or More Races (Not of Hispanic Origin	Total
01	Autism								
02	Emotional Disturbance								
03	Learning Disability								
04	Intellectual Disability								
05	Deafness								
06	Hearing Impairment								
07	Speech or Language Impairment								
08	Visual Impairment (includes Blindness)								
09	Orthopedic Impairment								
10	Other Health Impairment								
11	Multiple Disabilities								
12	Deaf-Blindness								
13	Traumatic Brain Injury								
14	***Total (Lines 1-13)***								
15	**Total (October 5, 2016)**								
16	***Reasonability Check ****								

* Discrepancies of plus or minus 10 students **and** 10 percent between October 4, 2017 and October 5, 2016 data are identified with an asterisk in the Reasonability Check row.

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Verification Report 4
Preschool LRE Setting Report
October 4, 2017 Snapshot

Description of Report

There is a report of preschool children with disabilities for whom the school district has Committee on Preschool Special Education (CPSE) responsibility by least restrictive environment (LRE) setting and age, gender and race/ethnicity. Also included is a subset of all preschool children who were receiving related services only as of the October snapshot date. Students with the following records are **included** in this report:

- Enrollment record with reason for beginning enrollment code "0011" or "5905"; **and**
- Enrollment record with enrollment beginning date on or before snapshot date and no ending date or an ending date after the snapshot date; **and**
- Building of Enrollment code is a valid code in SEDREF; **and**
- Student's age is 3 or 4 on October 4, 2017; **and**
- A disability *Programs Fact* record with code 5786 (preschool student with a disability); **and**
- A *Special Education Snapshot* record with all of the following data elements:
  - Primary Service Code (see Primary Service codes and descriptions)
  - Primary Service Provider
  - Snapshot Date of October 4, 2017
  - Least Restrictive Environment Code for preschool setting (see LRE codes and descriptions).

Also included with this verification report is a listing of students who are **excluded** from the report below. These students' records should be reviewed by school districts for accuracy to verify that they indeed do not meet all the criteria listed above to be included in the report below. The criteria for **excluding** students from the report are as follows:

- Students are Age 3 or Age 4 on October 4, 2017; **and**
  There is an active enrollment record on snapshot date; **and**
  There is an active disability *Programs Fact* record with code 5786 (preschool student with a disability) on snapshot date; **and**
  There is no *Special Education Snapshot* record.

  OR
- Students are Age 3 or Age 4 on October 4, 2017; **and**
  There is an active enrollment record on snapshot date; **and**
  There is no active disability *Programs Fact* record with code 5786 (preschool student with a disability) on snapshot date; **and**
  There is a *Special Education Snapshot* record.

To go to the VR4 template click one of the following links: html | pdf | word
To view the VR4 please log into the PD Data System and select VR4 under the school year, then October Verification Reports.

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VR-4 Load Deadline – Jan. 4th / Certification Deadline – Jan. 8th

Verification Report 4
Preschool LRE Setting Report
October 4, 2017 Snapshot

To view the description of the report including SIRS codes please click here.

Directions: Please review the data below to verify that this report accurately represents the LRE (Codes PS-04--PS-12) for all preschool children with disabilities (aged 3-4) for whom your district has CPSE responsibility and who were receiving special education services on the snapshot date. Also verify that all students' gender and race/ethnicity are accurate. Student's age is as of October 4, 2017. Please verify the number reported below in the Total row of Column Q. It represents the subset of preschool children reported as receiving related services only (Primary Service Code = SVC01 in the Special Education Snapshot record). The links below the numbers in each cell provide a list of students that meet the criteria to be included in the report. Also, please review your school district's report of students excluded from this report. **If corrections are needed to this report, please resubmit your district files with the necessary corrections to the Regional Information Center (or the data warehouse for large cities) before the certification due date.**

Educational Environment[1]		A	B	C	D	E	F	G	H
		Age 3	Age 4	Total # of Students Ages 3-4 (October 4, 2017)	Total # of Students Ages 3-4 (October 5, 2016)	Reasonability Check *	Male	Female	Total Gender
Attending a regular early childhood program for **10 or more hours** a week	and receiving the majority of hours of special education and related services in the regular early childhood program								
	and receiving the majority of hours of special education and related services in some other location.								
Attending a regular early childhood program for **less than 10 hours** a week	and receiving the majority of hours of special education and related services in the regular early childhood program								
	and receiving the majority of hours of special education and related services in some other location								
Separate Class									
Separate School									
Residential Facility									
Home									
Service Providers Location									
(3.0) Total									

*Discrepancies of plus or minus 10 students **and** 10 percent between October 5, 2016 and October 4, 2017 data are identified with asterisks in the Reasonability Check column.

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Verification Report 4
Preschool Least Restrictive Environment Setting Report by Age, Gender, and Race/Ethnicity
October 4, 2017 Snapshot - CONTINUED

Educational Environment[1]		I	J	K	L	M	N	O	P	Q	R	S
		Hispanic or Latino	American Indian or Alaska Native (Not of Hispanic Origin)	Asian (Not of Hispanic Origin)	Black or African American (Not of Hispanic Origin)	Native Hawaiian or Other Pacific Islander (Not of Hispanic Origin)	White (Not of Hispanic Origin)	Two or More Races (Not of Hispanic Origin)	Race Total	Subset of Column C (# of Students Receiving Related Services Only on October 4, 2017)	Total Receiving Related Services Only on October 5, 2016	Reason-ability Check *
Attending a regular early childhood program for **10 or more hours** a week	and receiving the majority of hours of special education and related services in the regular early childhood program											
	and receiving the majority of hours of special education and related services in some other location.											
Attending a regular early childhood program for **less than 10 hours** a week	and receiving the majority of hours of special education and related services in the regular early childhood program											
	and receiving the majority of hours of special education and related services in some other location											
Separate Class												
Separate School												
Residential Facility												
Home												
Service Providers Location												
(3.0) Total												

*Discrepancies of plus or minus 10 students **and** 10 percent between October 5, 2016 and October 4, 2017 data are identified with asterisks in the Reasonability Check column.

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VR-5 Load Deadline – Jan. 4th / Certification Deadline – Jan. 8th

Verification Report 5
School Age LRE Setting Report
October 4, 2017 Snapshot

Description of Report

There is a report of school age students with disabilities for whom the school district has Committee on Special Education (CSE) responsibility by disability, least restrictive environment (LRE) setting, age range, race/ethnicity, gender and English Language Learner (ELL/MLL) status. Students with the following records are **included** in this report:

- Enrollment record with reason for beginning enrollment code "0011", "0022", "5905", '5544", "5654" "7000" or "7011"; **and**
- Enrollment record with enrollment beginning date on or before snapshot date and no ending date or an ending date after the snapshot date; **and**
- Building of Enrollment code is a valid code in SEDREF; **and**
- Student's date of birth is between 09/01/1997 and 12/31/2013; **and**
- A disability *Programs Fact* record with a valid code for a school-age student with a disability (see Special Education Codes and Descriptions), (codes 0352, 0363, 0385, 0396, 0407, 0418, 0429, 0440, 0451, 0462, 0473, 0484, 0495); **and**
- A *Special Education Snapshot* record with all of the following data elements:
  - Snapshot Date of October 4, 2017
  - Primary Placement Type
  - LRE Code for school age setting (see LRE codes and descriptions)

Also included with this verification report is a listing of students who are **excluded** from the report below. These students' records should be reviewed by school districts for accuracy to verify that they indeed do not meet all the criteria listed above to be included in the report below. The criteria for excluding students from the report below are as follows:

- Students are school age students between the ages of 4 and 21; **and**
  There is an active enrollment record on snapshot date; **and**
  There is an active disability *Programs Fact* record with a disability code for school age students on snapshot date; **and**
  There is **no** *Special Education Snapshot* record.

OR

- Students are school age students between the ages of 4 and 21; **and**
  There is an active enrollment record on snapshot date; **and**
  There is **no** active disability *Programs Fact* record with a disability code for school age students on snapshot date; **and**
  There is a *Special Education Snapshot* record.

To go to the VR5 template click one of the following links: html | pdf | word
To view the VR5 please log into the PD Data System and select VR5 under the school year, then October Verification Reports.

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2017-18 BEDS Day Special Education Reference Guide

VR-5 Load Deadline – Jan. 4th / Certification Deadline – Jan. 8th

Verification Report 5
School Age LRE Setting Report
October 4, 2017 Snapshot

To view the description of the report including SIRS codes please click here.

Directions: Please review the data below to verify that students' disability, Least Restrictive Environment setting (Codes ESA01-ESA12 and Codes SA01-SA10 from the 2017-18 SIRS Manual), age range, race/ethnicity, gender and English Language Learner (ELL/MLL) status are displayed accurately for all school age students with disabilities (aged 4-21) for whom your district has CSE responsibility and who were receiving special education services on the snapshot date. The links below the numbers in each cell provide a list of students that meet the criteria to be included in the report. Also, please review your school district's report of students excluded from this report. **If corrections are needed to this report, please resubmit your district files with the necessary corrections to the Regional Information Center (or the data warehouse for large cities) during the verification time period.**

Report 1: Report of Students with Autism Receiving Services on October 4, 2017

Table1: In regular school programs in buildings attended by disabled and nondisabled students

Line Number	Time INSIDE Regular Classroom	A	B	C	D	E
		Age Group				
		6-11	12-13	14-17	18-21	Total
01	80% or more					
02	40% to 79%					
03	Less than 40%					
04	*Total*					

Table 2: In Separate Settings Outside of regular school facilities, in buildings that are attended by students with disabilities only. Line 4 includes students who are placed on home instruction by the CSE. Students who are home-schooled by parent choice are reported in Table 3.

Line Number	Type of Setting	A	B	C	D	E
		Age Group				
		6-11	12-13	14-17	18-21	Total
01	Separate School					
02	Residential Facility					
03	Hospital (In-patient)					
04	Home Placement by CSE					
05	*Total*					

Table 3: In Other Specific Settings. School districts do not place students in these settings. Instead, students are in these settings because of court decisions or parental choice.

Line Number	Type of Setting	A	B	C	D	E
		Age Group				
		6-11	12-13	14-17	18-21	Total
01	Incarcerated in County Correctional Facilities*					
02	Home Schooled at Parental Choice					
03	Parentally Placed in Nonpublic School-Receiving Special Education					
04	Parentally Placed in Nonpublic School-Not Receiving Special Education Services					
05	*Total*					

*Or incarcerated in correctional facilities operated by the Department of Corrections (DOCS) as reported by DOCS

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VR-6 Load Deadline – Jan. 4th / Certification Deadline – Jan. 8th

Verification Report 6
District Report of Preschool Students by Primary Service Provider
(On October 4, 2017)

Description of Report

There is a report of preschool children with disabilities, by Primary Service Provider, for whom the school district has Committee on Preschool Special Education (CPSE) responsibility and who were receiving preschool special education services on snapshot date. Students with the following records are **included** in this report:

- Enrollment record with reason for beginning enrollment code "0011" or "5905"; **and**
- Enrollment record with enrollment beginning date on or before snapshot date and no ending date or an ending date after the snapshot date; **and**
- Building of Enrollment code is a valid code in SEDREF; **and**
- Student's age is 3 or 4 on October 4, 2017; **and**
- A disability *Programs Fact* record with code 5786 (preschool student with a disability); **and**
- A *Special Education Snapshot* record with all of the following data elements:
  - Primary Service Code (see Primary Service codes and descriptions)
  - Primary Service Provider
  - Snapshot Date of October 4, 2017
  - Least Restrictive Environment Code for preschool setting (see LRE codes and descriptions).

Also included with this verification report is a listing of students who are **excluded** from the report below. These students' records should be reviewed by school districts for accuracy to verify that they indeed do not meet all the criteria listed above to be included in the report below. The criteria for **excluding** students from the report are as follows:

- Students are Age 3 or Age 4 on October 4, 2017; **and**
  There is an active enrollment record on snapshot date; **and**
  There is an active disability Programs Fact record with code 5786 (preschool student with a disability) on snapshot date; **and**
  There is no Special Education Snapshot record.

  OR
- Students are Age 3 or Age 4 on October 4, 2017; **and**
  There is an active enrollment record on snapshot date; **and**
  There is no active disability Programs Fact record with code 5786 (preschool student with a disability) on snapshot date; **and**
  There is a Special Education Snapshot record.

To go to the VR6 template click one of the following links: html | pdf | word
To view the VR6 please log into the PD Data System and select VR6 under the school year, then October Verification Reports.

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Verification Report 6
District Report of Preschool Students by Primary Service Provider
(On October 4, 2017)

To view the description of the report including SIRS codes please click here.

Directions: Please review the data below to verify that this report represents all preschool children with disabilities (aged 3-4) for whom your district has CPSE responsibility and who were receiving special education services from the special education service provider or coordinating service provider (referred to as the *Primary Service Provider* in the *Special Education Snapshot* record) on the snapshot date. Student's age is 3 or 4 as of October 4, 2017. The links below the numbers in each cell provide a list of students that meet the criteria to be included in the report. Also, please review your school district's report of students excluded from this report. **If corrections are needed to this report, please resubmit your district files with the necessary corrections to the Regional Information Center (or the data warehouse for large cities) before the certification due date.**

For your information, each approved special education service provider will be able to see a report of the number of preschool children you report for that provider. They will not be shown the students' names. They may contact your special education office if their record of the number of children from your district does not match your report of the number of students for the service provider. We encourage each school district to review the SEDCAR-1 form from each approved special education service provider to ensure all preschool students are reported with the accurate primary service provider information.

School District Name:

Line Number	*Primary Service Provider BEDS Code*	Primary Service Provider Name	Number of Students Provided Preschool Special Education by Type of Service		
			Related Services Only	All Other Preschool Services	Total
1					
2					
3					
4					
5					

2017-18 BEDS Day Special Education Reference Guide

VR-7 - Provider Report of Preschool Students Receiving Special Education Services as of October 4, 2017 As Reported by School Districts of Residence

****Verification Reports 7 and 9 are provider reports that do not require certification****

Verification Report 7
Provider Report of Preschool Students
Receiving Special Education Services as of October 4, 2017
As Reported by School Districts of Residence

This is a report of the number of preschool children with disabilities (aged 3-4) who were receiving special education services in your program according to the type of service provided as of October 4, 2017. For children who were receiving special education services from two or more service providers, they will be included for the service provider that is designated as the "coordinating service provider" by the school district's CPSE. These data were reported by the school districts in which children resided as of October 4, 2017.

To go to the VR7 template click one of the following links: html | pdf | word

To view the VR7 please log into the PD Data System and select VR7 under the school year, then October Verification Reports.

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2017-18 BEDS Day Special Education Reference Guide

VR-7 - Provider Report of Preschool Students Receiving Special Education Services as of October 4, 2017 As Reported by School Districts of Residence

****Verification Reports 7 and 9 are provider reports that do not require certification****

Verification Report 7
Provider Report of Preschool Students
Receiving Special Education Services as of October 4, 2017
As Reported by School Districts of Residence

To view the description of the report including SIRS codes please click here.

Directions: Please review your preschool program's record of the numbers of preschool children with disabilities who were provided special education services from each school district against the numbers reported below by school districts. **If there are discrepancies between your records and the school district's records, please contact the special education office of each school district to resolve the discrepancy.** If the school district's record is inaccurate, they will need to resubmit their district files with the necessary corrections to the Regional Information Center (or the data warehouse for large cities) **before the certification due date**. These data should be consistent with the data you provide to school districts on the SEDCAR-1 forms by November 22, 2017 for preschool children to request a vendor per-pupil funding amount of IDEA funds.

Special Education Service Provider or Coordinating Service Provider:

Line Number	School District Reporting Preschool Children with Disabilities		Number of Students Provided Preschool Special Education by Type of Service		
	BEDS Code	Name of School District	Related Services Only	All Other Preschool Services	Total
1					
2					
3					
4					
5					

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2017-18 BEDS Day Special Education Reference Guide

VR-8 Load Deadline – Jan. 4th / Certification Deadline – Jan. 8th

Verification Report 8
District Report of School Age Students by Building Where Enrolled
(On October 4, 2017)

Description of Report

There is a report of school age students with disabilities for whom the school district has Committee on Special Education (CSE) responsibility by the "Building of Enrollment". The "Building of Enrollment" is provided by school districts in the *Location* record. The information provided by Building of Enrollment includes the least restrictive environment setting and age range of students with disabilities. Students with the following records are **included** in this report:

- Enrollment record with reason for beginning enrollment code "0011", "0022", "5905", "5544", "5654", "7000", "7011" **and**
- Enrollment record with enrollment beginning date on or before snapshot date and no ending date or an ending date after the snapshot date; **and**
- Building of Enrollment code is a valid code in SEDREF; **and**
- Student's date of birth is on or between 09/01/1997 and 12/31/2013; **and**
- A disability *Programs Fact* record with a valid code for a school-age student with a disability (see Special Education Codes and Descriptions), (codes 0352, 0363, 0385, 0396, 0407, 0418, 0429, 0440, 0451, 0462, 0473, 0484, 0495); **and**
- A *Special Education Snapshot* record with all of the following data elements:
  - Snapshot Date of October 4, 2017
  - Primary Placement Type
  - Least Restrictive Environment Code for school age setting. There are codes for school-age students ages 4-5 and school-age students ages 6-21 (see LRE codes and descriptions).

Also included with this verification report is a listing of students who are **excluded** from the report below. These students' records should be reviewed by school districts for accuracy to verify that they indeed do not meet all the criteria listed above to be included in the report below. The criteria for excluding students from the report below are as follows:

- Students are school age students between the ages of 4 and 21; **and**
  There is an active enrollment record on snapshot date; **and**
  There is an active disability *Programs Fact* record with a disability code for school age students on snapshot date; **and**
  There is **no** *Special Education Snapshot* record.

  OR
- Students are school age students between the ages of 4 and 21; **and**
  There is an active enrollment record on snapshot date; **and**
  There is no active disability *Programs Fact* record with a disability code for school age students on snapshot date; **and**
  There is a *Special Education Snapshot* record.

To go to the VR8 template click one of the following links: html | pdf | word
To view the VR8 please log into the PD Data System and select VR8 under the school year, then October Verification Reports.

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Verification Report 8
District Report of School Age Students by Building Where Enrolled
(On October 4, 2017)

To view the description of the report including SIRS codes please click here.

Directions: Please review the data below to verify that this report represents all school age students with disabilities (aged 4-5 and 6-21) for whom your district has CSE responsibility and who were provided special education services in the building of enrollment listed below on the snapshot date. The links below the numbers in each cell provide a list of students that meet the criteria to be included in the report. Also, please review your school district's report of students excluded from this report. **If corrections to this report are needed, please resubmit your district files with the necessary corrections to the Regional Information Center (or the data warehouse for large cities) before the certification due date.**

Each district or school listed below will be able to view the number of school age students as reported by your district on that district or school's VR9. The VR9 does not show the students' names. The district or school may contact your special education office if their record of the number of students from your district does not match your report of the number of students in their school.

For your information, each school listed below will be able to view a report of the number of school age students as reported by your district. They will not be shown the students' names. They may contact your special education office if their record of the number of students from your district does not match your report of the number of students in their school.

Building of Enrollment: [SED Code] [Name]

Line Number	Educational Environment for School Aged Students Ages 4-21	Age Range	
		Ages 4-5	Ages 6-21
1	Parentally placed in a nonpublic elementary school and receiving majority of hours of special education and related services in the regular classroom.		
2	Parentally placed in a nonpublic elementary school and receiving majority of hours of special education and related services in some other location.		
3	Parentally placed in a nonpublic elementary school and NOT receiving publicly funded special education and related services		
4	Attending a kindergarten, 1st grade or other regular early childhood program for **10 or more hours** a week and receiving the majority of hours of special education and related services in the regular early childhood program.		
5	Attending a kindergarten, 1st grade or other regular early childhood program for **10 or more hours** a week and receiving the majority of hours of special education and related services in some other location.		
6	Attending a kindergarten, 1st grade or other regular early childhood program for **less than 10 hours** a week and receiving the majority of hours of special education and related in the regular early childhood program.		
7	Attending a kindergarten, 1st grade or other regular early childhood program for **less than 10 hours** a week and receiving the majority of hours of special education and related services in some other location		
8	Separate Class		
9	Separate School		
10	Residential Facility		
11	Home		
12	Service Provider Location or some other location that is not in any other code		

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Verification Report 8
District Report of School Age Students by Building Where Enrolled
(On October 4, 2017)

13	Inside Regular Classrooms for 80% or More of the School Day		
14	Inside Regular Classroom for 40 to 79% of the School Day		
15	Inside Regular Classroom for Less than 40% of the School Day		
16	Separate School		
17	Residential Facility		
18	Hospital (In-Patient)		
19	Home (Placement by the CSE)		
20	Incarcerated in County Correctional Facilities		
21	Home Schooled by Parental Choice		
22	Parentally Placed in Nonpublic School-Receiving Special Education		
23	Parentally Placed in Nonpublic School-Not Receiving Publicly Funded Special Education Services		

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VR-9 -Provider Report of School Age Students Receiving Special Education Services as of October 4, 2017
As Reported by School Districts with CSE Responsibility

****Verification Reports 7 and 9 are provider reports that do not require certification****

Verification Report 9
Provider Report of School Age Students
Receiving Special Education Services as of October 4, 2017
As Reported by School Districts with CSE Responsibility

This is a report of the number of school age students with disabilities (aged 4-21) who were receiving special education services in your program according to the least restrictive environment setting in which they are provided special education services and their age range as of October 4, 2017. These data were reported by the school districts that have CSE responsibility for these students as of October 4, 2017.

To go to the VR9 template click one of the following links: html | pdf | word

To view the VR9 please log into the PD Data System and select VR9 under the school year, then October Verification Reports.

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VR-9 -Provider Report of School Age Students Receiving Special Education Services as of October 4, 2017
As Reported by School Districts with CSE Responsibility

****Verification Reports 7 and 9 are provider reports that do not require certification****

Verification Report 9
Provider Report of School Age Students
Receiving Special Education Services as of October 4, 2017
As Reported by School Districts with CSE Responsibility

To view the description of the report including SIRS codes please click here.

Directions: Please review your program's record of the number of school age students with disabilities provided special education services from each school district against the numbers reported below by school districts. **If there are discrepancies between your records and the school district's records, please contact the special education office of each school district to resolve the discrepancy.** If the school district's record is inaccurate, they will need to resubmit their district files with the necessary corrections to the Regional Information Center (or the data warehouse for large cities) during the verification time period. These data should be consistent with the data provided by the approved special education programs to school districts on the SEDCAR-1 forms by November 22, 2017 for school age students to request a vendor per-pupil funding amount of IDEA funds.

School District: [Code] [Name]

Line Number	Educational Environment for School Aged Students Ages 4-21	Age Range	
		Ages 4-5	Ages 6-21
1	Parentally placed in a nonpublic elementary school and receiving majority of hours of special education and related services in the regular classroom.		
2	Parentally placed in a nonpublic elementary school and receiving majority of hours of special education and related services in some other location.		
3	Parentally placed in a nonpublic elementary school and NOT receiving publicly funded special education and related services		
4	Attending a Kindergarten, 1st grade or other regular early childhood program for **10 or more hours** a week and receiving the majority of hours of special education and related services in the regular early childhood program.		
5	Attending a kindergarten, 1st grade or other regular early childhood program for **10 or more hours** a week and receiving the majority of hours of special education and related services in some other location.		
6	Attending a Kindergarten, 1st grade or other regular early childhood program for **less than 10 hours** a week and receiving the majority of hours of special education and related in the regular early childhood program.		
7	Attending a Kindergarten, 1st grade or other regular early childhood program for **less than 10 hours** a week and receiving the majority of hours of special education and related services in some other location		
8	Separate Class		
9	Separate School		
10	Residential Facility		
11	Home		
12	Service Provider Location or some other location that is not in any other code		
13	Inside Regular Classrooms for 80% or More of the School Day		
14	Inside Regular Classroom for 40 to 79% of the School Day		

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2017-18 BEDS Day Special Education Reference Guide

VR-9 -Provider Report of School Age Students Receiving Special Education Services as of October 4, 2017
As Reported by School Districts with CSE Responsibility

****Verification Reports 7 and 9 are provider reports that do not require certification****

Verification Report 9
Provider Report of School Age Students
Receiving Special Education Services as of October 4, 2017
As Reported by School Districts with CSE Responsibility

15	Inside Regular Classroom for Less than 40% of the School Day		
16	Separate School		
17	Residential Facility		
18	Hospital (In-Patient)		
19	Home (Placement by the CSE)		
20	Incarcerated in County Correctional Facilities		
21	Home Schooled by Parental Choice		
22	Parentally Placed in Nonpublic School-Receiving Special Education		
23	Parentally Placed in Nonpublic School-Not Receiving Publicly Funded Special Education Services		

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All Special Education reporting requirements and more detailed descriptions can be found at

http://www.p12.nysed.gov/sedcar/data.htm

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