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quick tips...

Essential information and/or interesting facts from the Alabama State Department of Education (ALSDE), Special Education Services (SES) Section.

for Preschool

INDICATOR 7: PRESCHOOL OUTCOMES

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- **Reported in LEA Performance Profile**
- **Data is collected through the Early Learning Progress Profile (ELPP)**

Percent of preschool children aged 3 through kindergarten with IEPs who demonstrate improved:

1. **Positive social-emotional skills (including social relationships);**
2. **Acquisition and use of knowledge and skills (including early language/communication and early literacy); and**
3. **Use of appropriate behaviors to meet their needs.**

ELPP Reminders:

- The case manager should become familiar with child's current level of and gather data from multiple sources before completing the ELPP. These may include: assessments, related services data, observations, parent/teacher interviews, Early Intervention data, medical reports, the Family Focus Interview, the Natural Environment Observation, and preschool standards.
- Use the ELPP Entry/Exit forms or the ELPP Progress Monitoring Documentation form, located on the ALSDE website, to record ELPP entry/exit data and the source from which the data are collected.
- The Entry ELPP should be completed for all preschool students within **60-days** of the initiation of preschool special education services. The date for 60-day completion is calculated from the date special education services begin.
- Clarification of the date special education services begin:
 - "Services" does not mean eligibility date, third birthday, etc.
 - "Services" means when the local education agency (LEA) actually begins providing special education services. In most instances, the IEP begins immediately following the initial Individualized Education Program (IEP) meeting (signature) date.



ELPP Reminders (continued):

- Enter actual date services began into the “Preschool Services Begin Date (3-5 yrs. old)” field in PowerSchool, which is triggered when you select that a child is a preschool student on the IEP Profile Page. The “Preschool Services Begin Date” starts the 60-day timeline for completing the Entry ELPP.
- The Entry ELPP must be completed for all preschool children except those who have an initial IEP signature date that is less than 60-days prior to the end of the school year and will enter kindergarten in the fall.
- The ELPP should **not** be completed at the eligibility meeting or initial IEP meeting.
- Case managers are required to keep data for documentation to support responses on both Entry and Exit ELPPs.
- Complete the ELPP by referring to preschool standards in order to guide the selection of the appropriate level of functioning for both Entry and Exit ELPPs.
- Either the ELPP Entry/Exit forms or the ELPP Progress Monitoring Documentation form, located on the ALSDE website, may be used to record ELPP entry/exit data and the sources from which the data was collected. The paper copy should be maintained in the child’s special education records.
- Progress monitoring helps to determine IEP goals, provides documentation of progress toward IEP goals, and should be completed on a routine basis.

Transfer Students:

- If an Entry ELPP was not completed in the previous LEA, an Entry ELPP should be completed by the new LEA within 60-days of services beginning in the new LEA.
- If an Entry ELPP was completed in the previous LEA, another Entry ELPP is not needed. The new LEA should complete an Exit ELPP when the student exits and has received at least six months of services.
- If the transfer is from out of state, an Entry ELPP will always need to be completed.

Students who exit anytime other than the end of the school year:

- If a student exits prior to the end of year for any reason (moves to another state, parent withdraws student, etc.) and has received at least six months of services, an Exit ELPP should be completed within 30-days of exit.

When to exclude a student from the Exit ELPP:

- When the student has not received six months of preschool special education services for any reason (moved, no longer eligible, parent revoked services, etc.).
NOTE: If an Exit ELPP is completed, then the parent decides to keep the student in preschool for an additional year, the Exit ELPP does not need to be completed again.

The ELPP Electronic Tracking System (EETS) spreadsheet:

Enter all Entry and Exit ELPP data into the EETS spreadsheet. One EETS spreadsheet per LEA will be submitted via secure file to the ALSDE annually.

- Some LEAs choose to provide each case manager with a separate EETS spreadsheet in which to enter students' information. One person then combines these into one spreadsheet for the LEA.
- Other LEAs choose to designate one person to enter all Entry/Exit ELPP data from all case managers into the LEA's EETS spreadsheet.
- Only enter data into the EETS spreadsheet for children who have **both** Entry and Exit ELPPs completed.

All ELPP Forms and Frequently Asked Questions are located on the ALSDE website.