Indicator 14: Post-School Outcomes

Training: Data Collection 2011-2012

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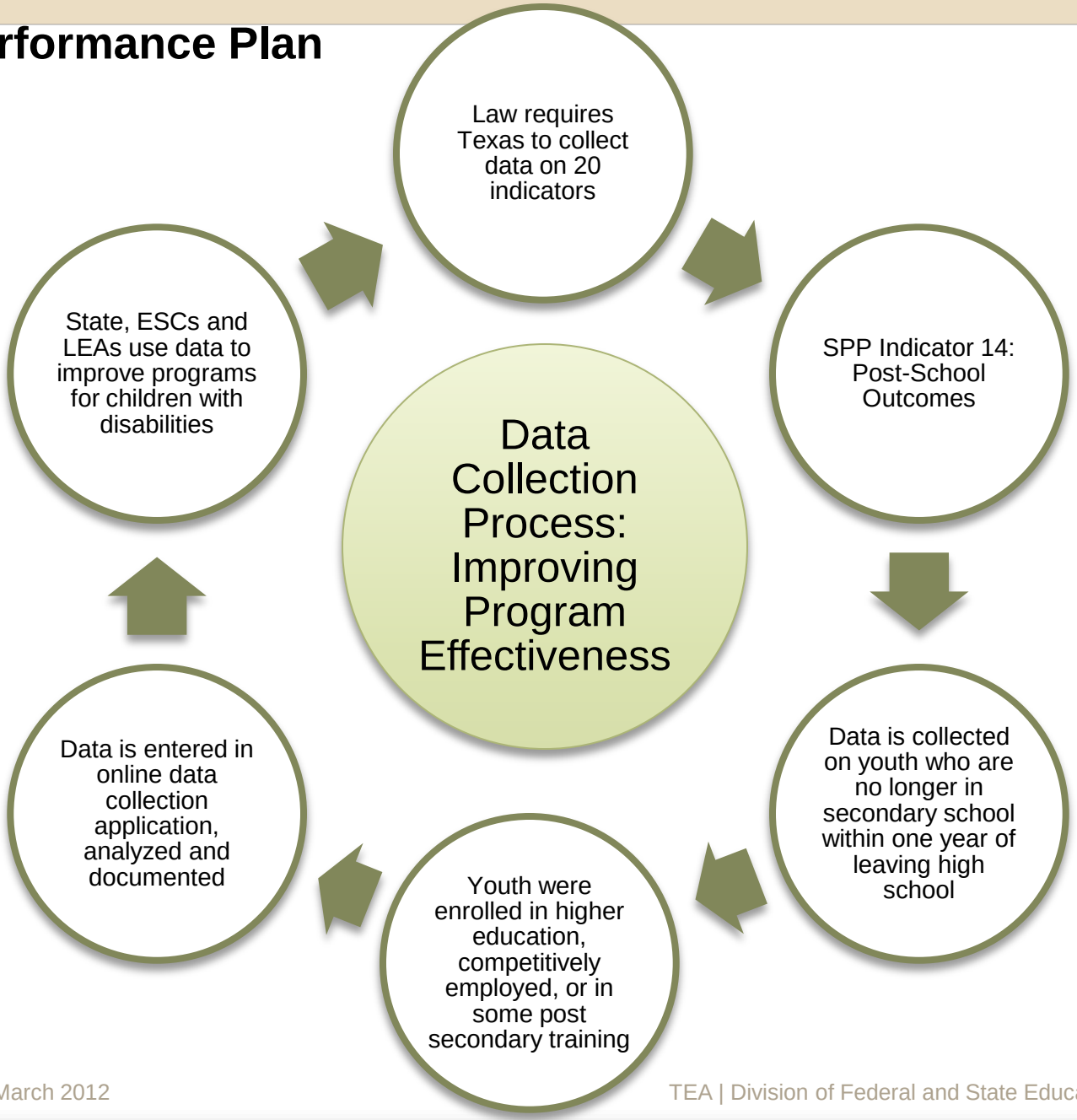
State Performance Plan Overview

State Performance Plan Process



Federal Requirements: Data Collection

When the IDEA was reauthorized in 2004, the law was amended to require that each State develop a State Performance Plan (SPP).

- The SPP helps the State evaluate its efforts in implementing the requirements and purposes of the IDEA.
- The SPP includes baseline data, measurable and rigorous targets, and improvement activities for 20 SPP indicators such as **Post-School Outcomes (SPP14)**. The SPP can be found at: http://www.tea.state.tx.us/index2.aspx?id=2147497591
- Data is used for LEA determinations. SPP targets are publicly reported and accessible online.

SPP: Improving Education

By Publicly Reporting the SPP Targets:

- Schools make informed, data driven decisions in order to impact program effectiveness.
- Children and youth experience effective programs and services that ensure positive outcomes.

Indicator 14: Post-School Outcomes

SPP 14: POST-SCHOOL OUTCOMES

Percent of youth who are no longer in secondary school, had IEPs in effect at the time they left school, and were:

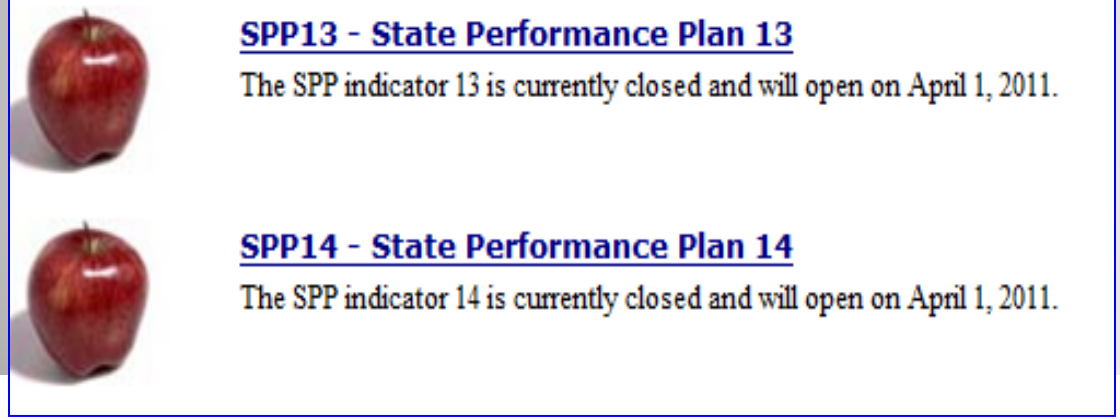
- Enrolled in higher education within one year of leaving high school
- Enrolled in higher education or competitively employed within one year of leaving high school
- Enrolled in higher education or in some other postsecondary education or training program; or competitively employed or in some other employment within one year of leaving high school.

Once TEASE approval for SPP 14 has been received, the user may access SPP 14 through the online TEASE Portal. Click the **SPP 14** link.

The URL to login to TEASE Portal:
https://seguin.tea.state.tx.us/apps/logon.asp

TEASE

Application List



Click link

SPP 14 Roles

SSA Certifier -save and edit data & certify districts in SSA.

District Certifier -save and edit data & certify district

Data Entry Agent Multiple District - save and edit data for member districts in SSA

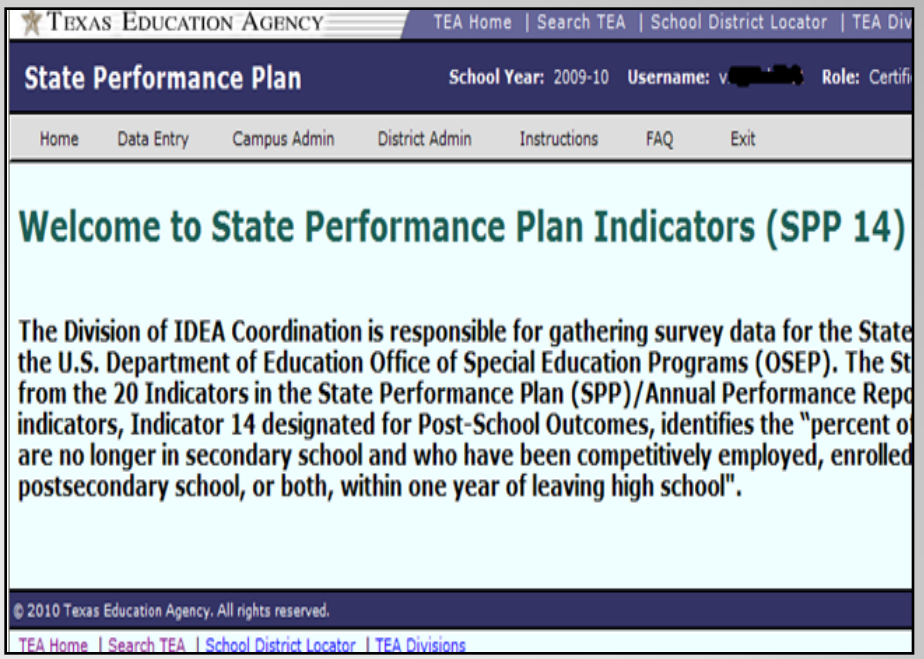
Data Entry Agent Single District - save and edit data

ESC Viewer - view district data within the region

SPP 14 Home Page

Tab Options:

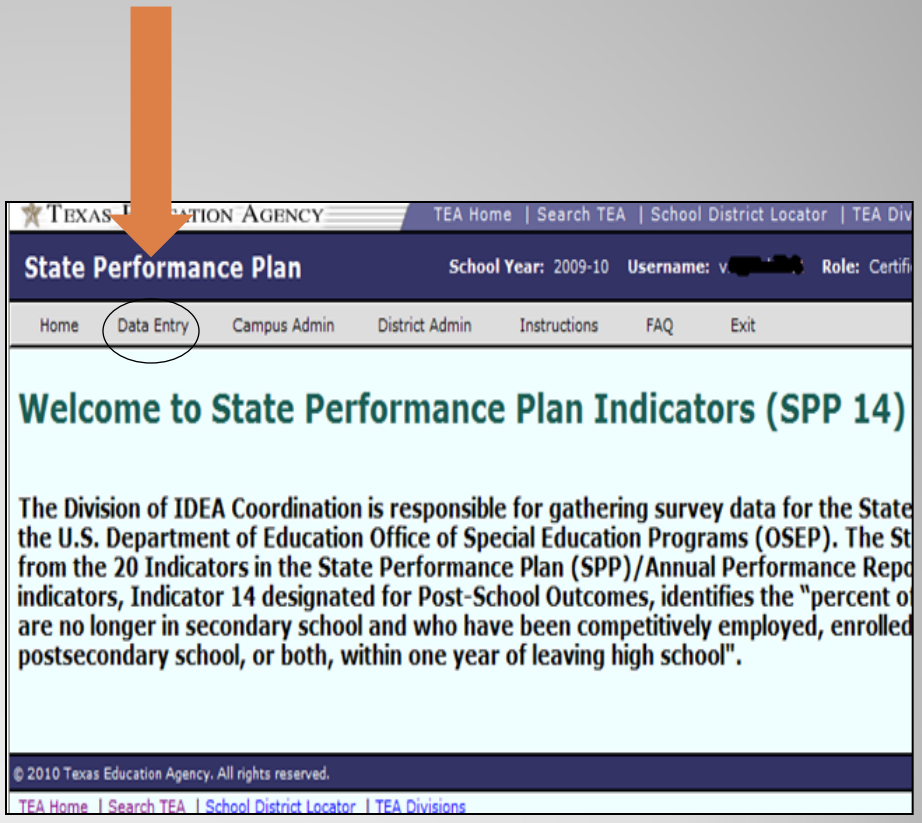
1. Data Entry
2. Campus Admin.
3. District Admin.
4. Instructions
5. FAQ



Entering and Saving Student Level Data

Data Entry Page

To add student or view data, click **Data Entry**.

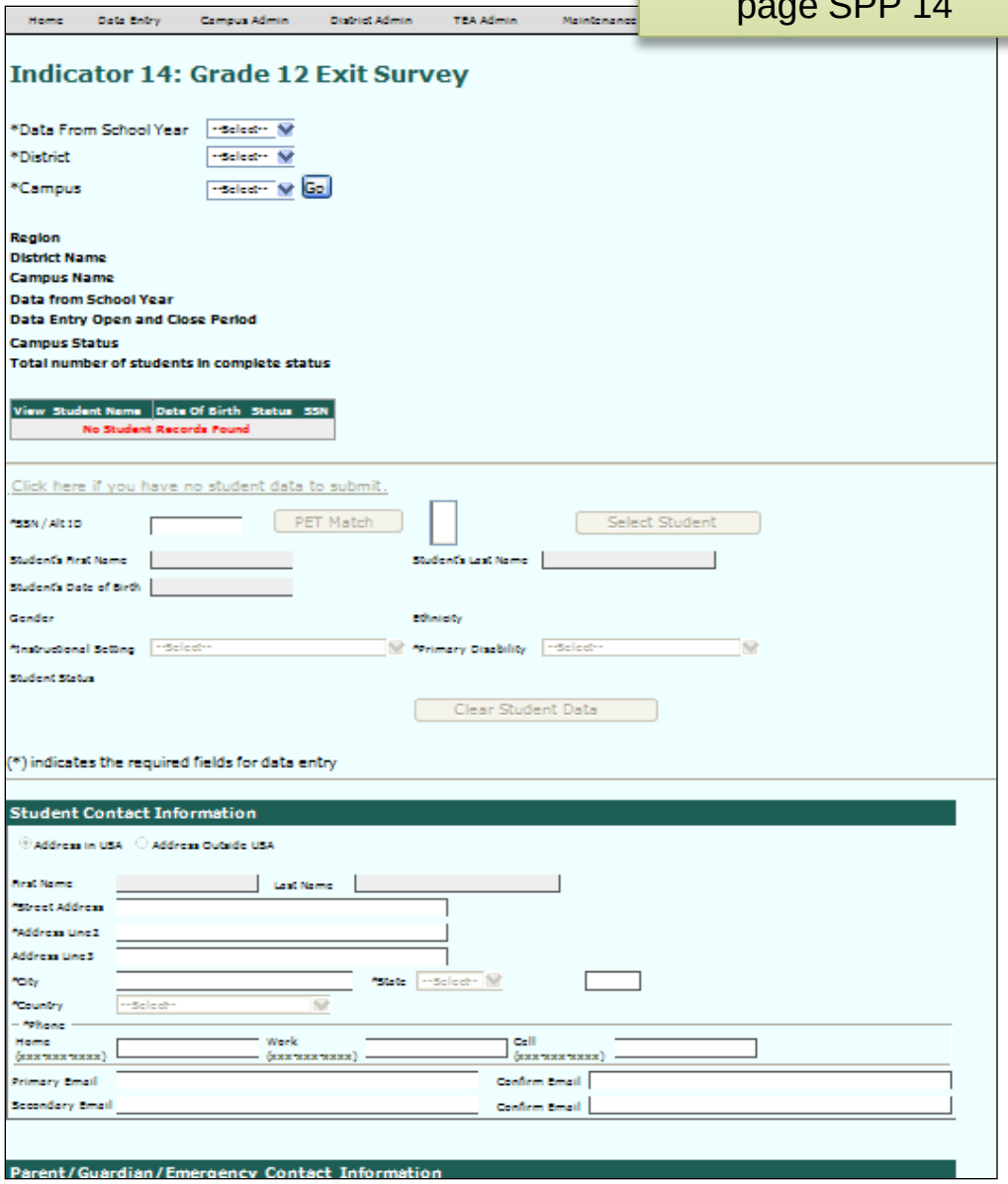


View of Data Entry page SPP 14

District Information

Student Demographics: PET

Student Contact Information

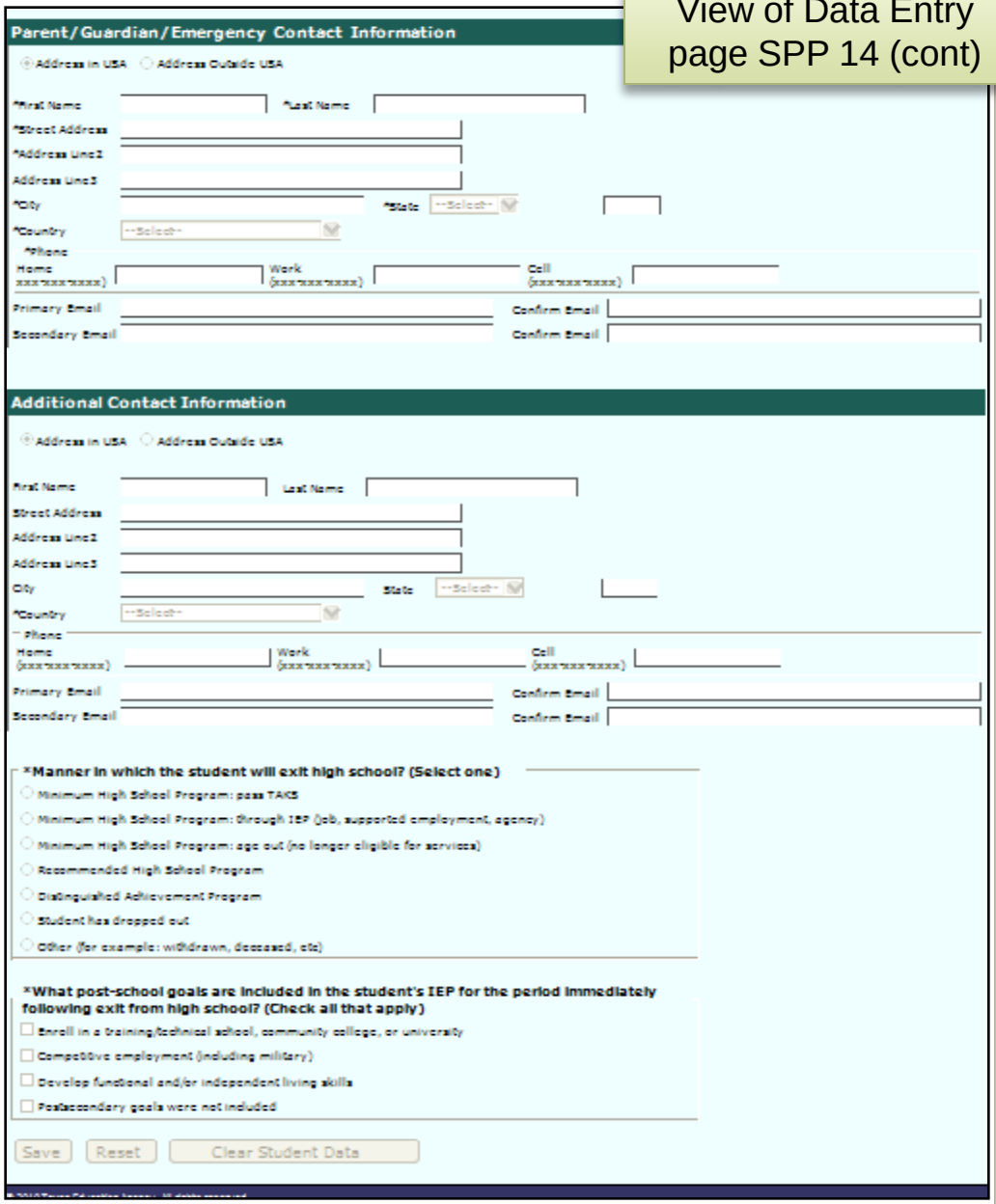


View of Data Entry page SPP 14 (cont)

Parent/Guardian Contact Information

Additional Contact Information

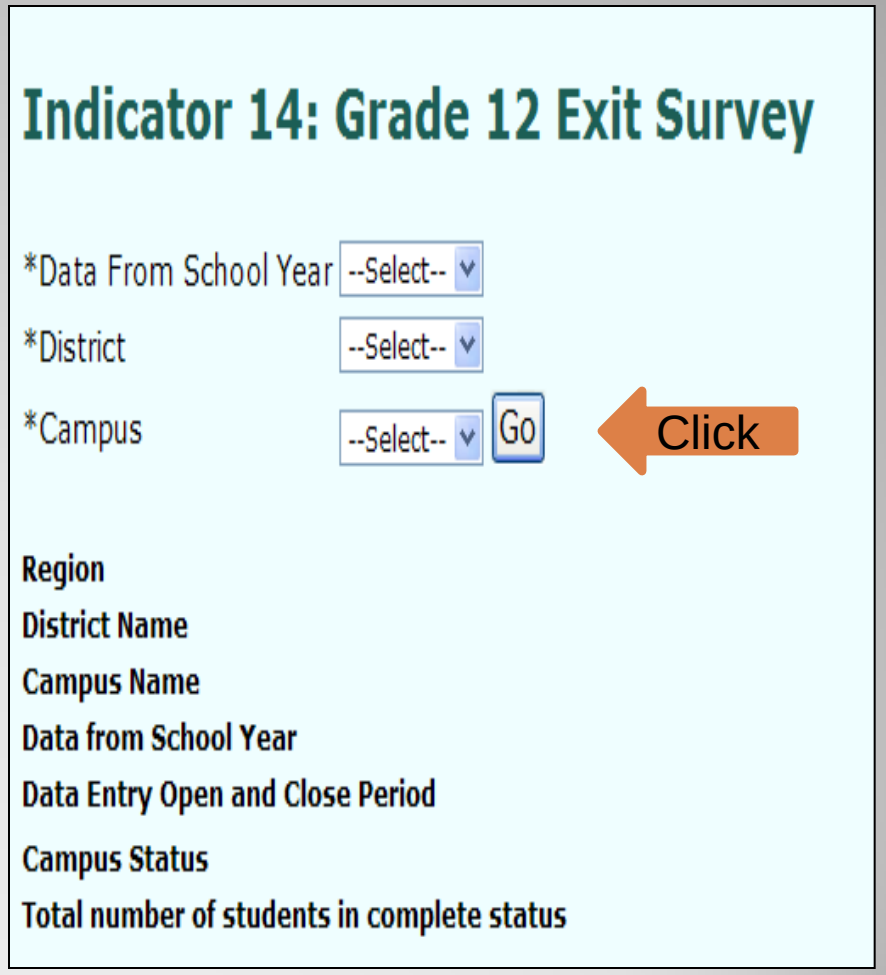
Graduation Information and Post-School Goals



Data Entry Page

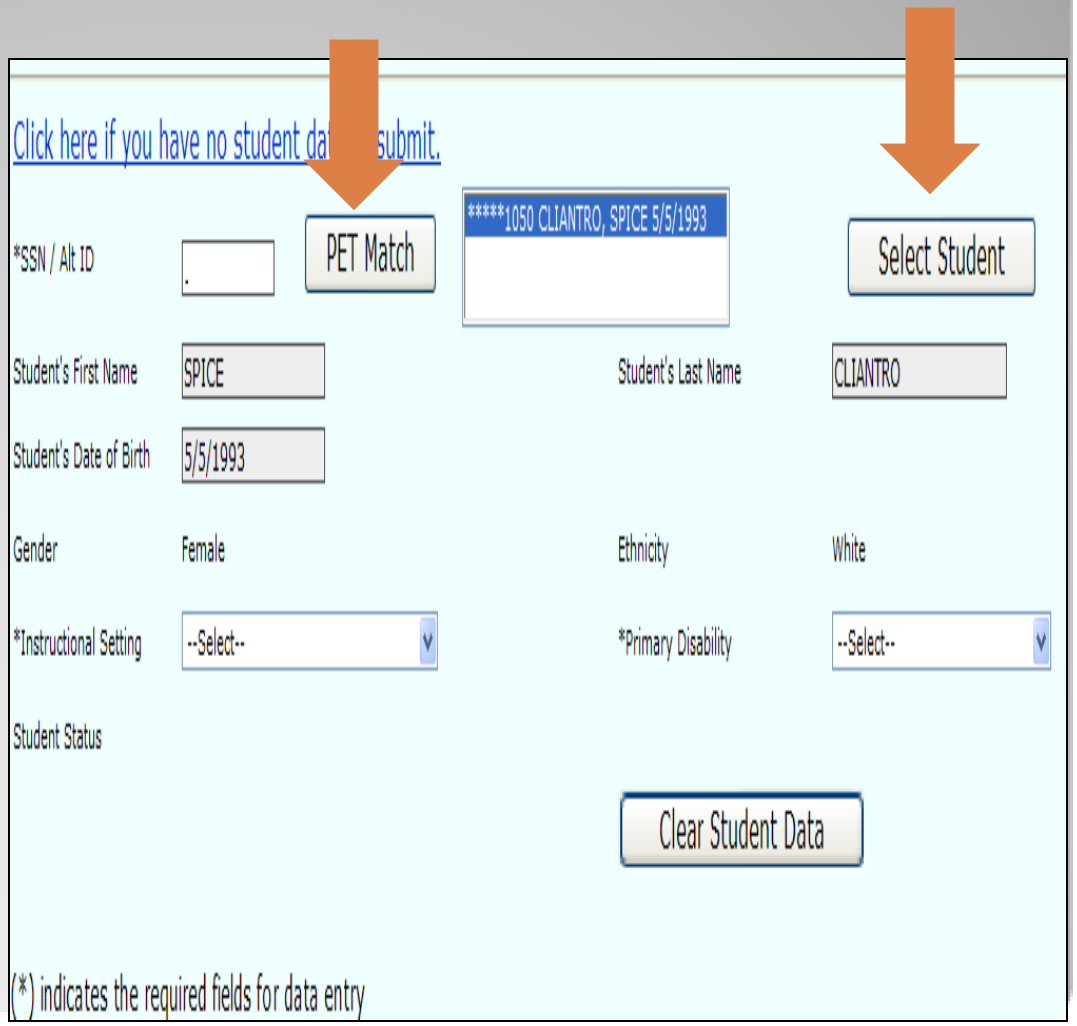
1. Select Current School Year, District and Campus. Click **Go.**

2. Verify that the Region, District, Campus, School Year, and Status information is correct.



Data Entry: Student Information

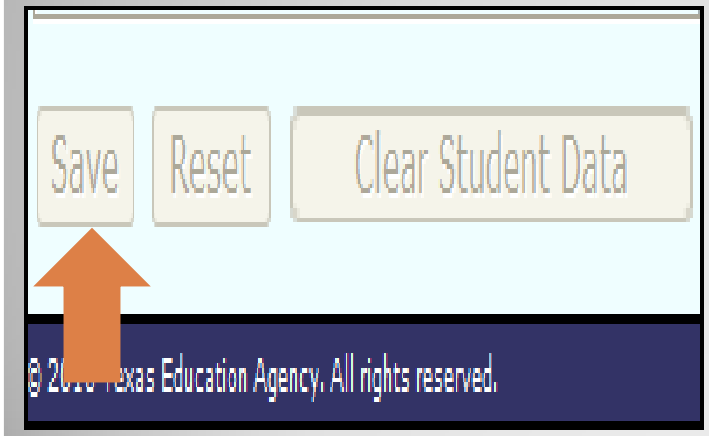
1. Enter student SSN or alternate student ID.
2. Click **PET Match**.
3. The student's name will appear highlighted.
4. Click **Select Student**.
5. The student's name and DOB will pre-fill in the fields.
6. Select **Instructional Setting** and **Primary Disability**.

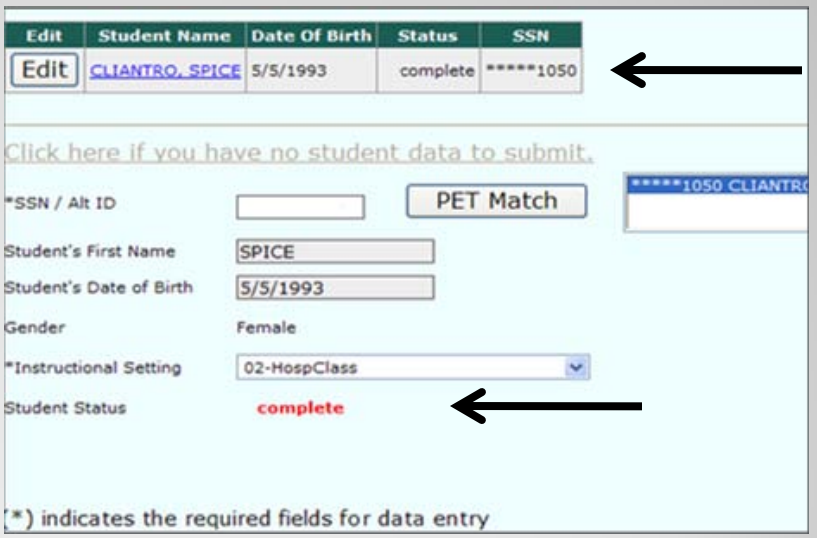


Data Entry Page

Once student demographic data has been entered, the information can be saved by clicking the **Save** button at the bottom of the page.

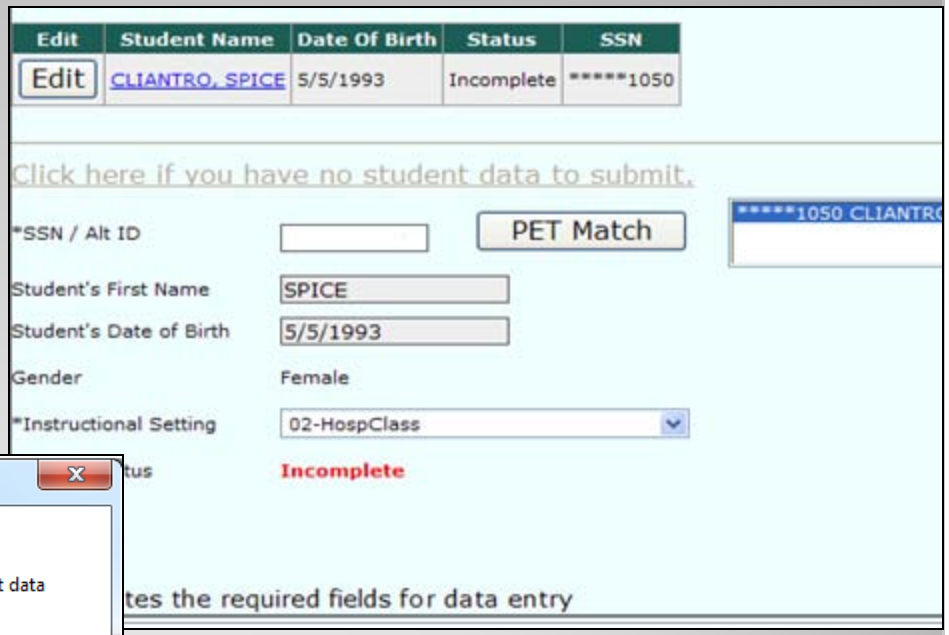
Once the entire form is completed and saved, the status will change to **Complete**.

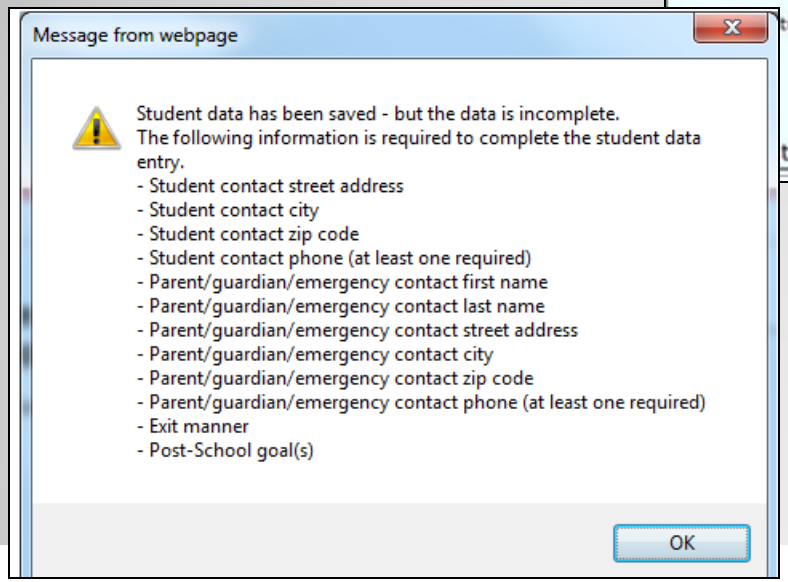




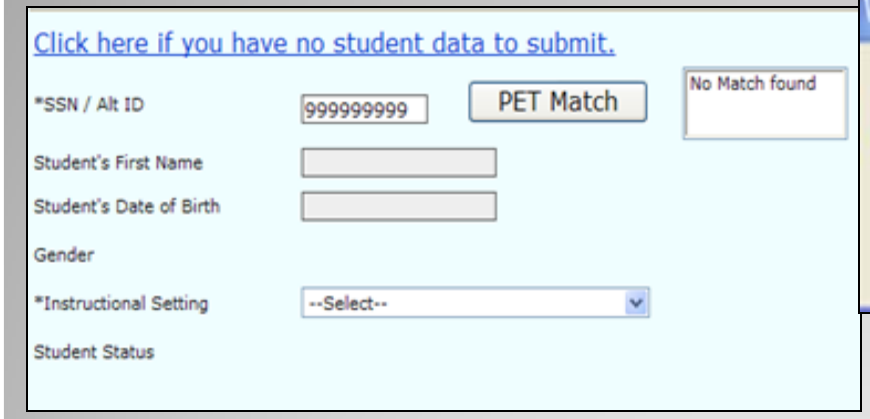
Data Entry Page

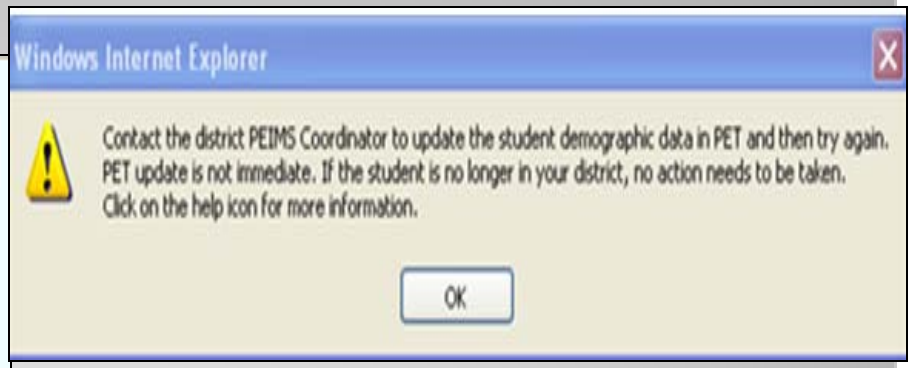
If any fields are left blank, an error message will appear and the status will be **Incomplete**.





Data Entry: Student Information- No PET match found





If no PET match is found, check the following:

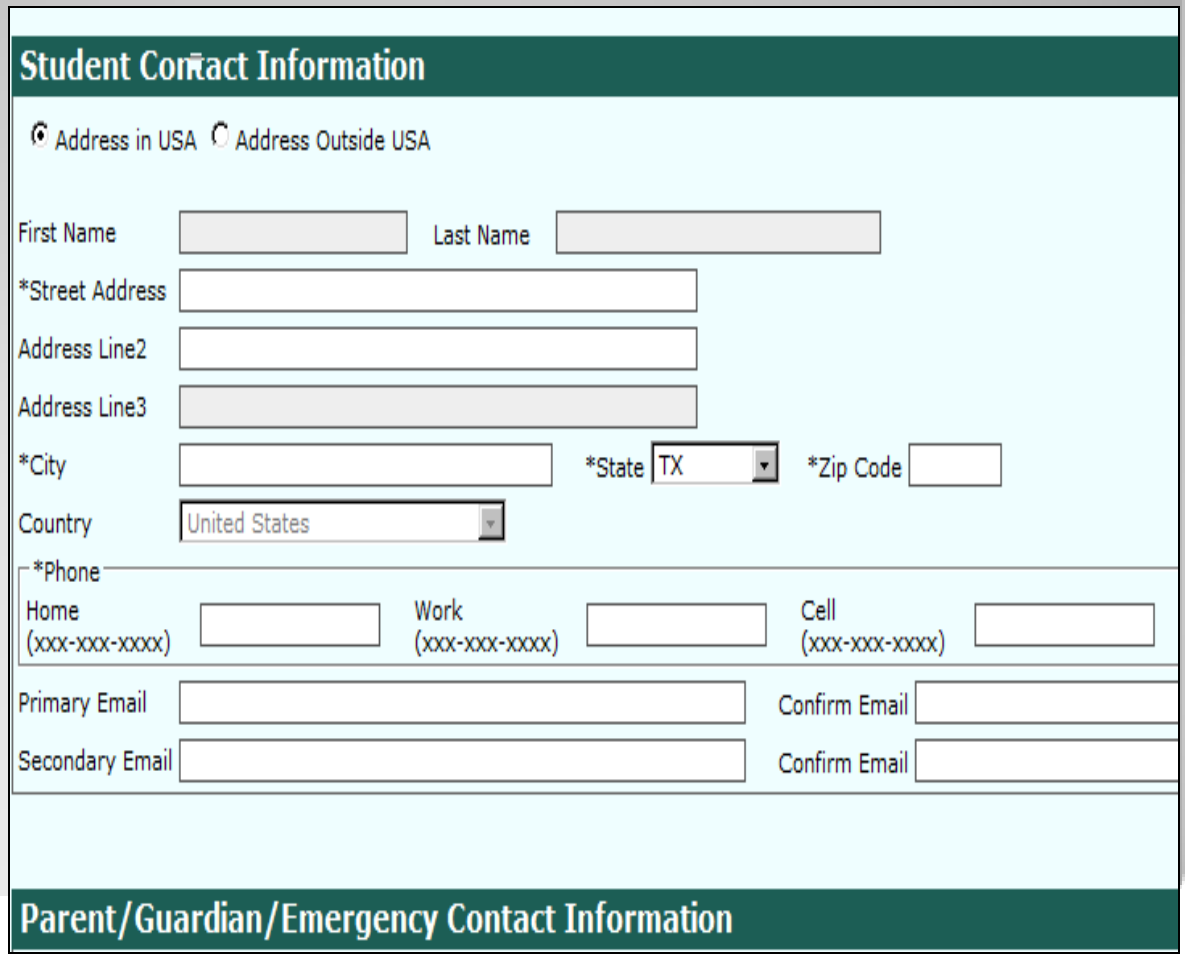
- **Confirm that the entered SSN is correct.**
- **Check with your PEIMS Coordinator to update the student's data in PET.**

Data Entry : USA-Student Contact Information

Student in USA: Enter required information (*).

- First and Last Name
- Street Address
- City
- State
- Zip
- Country: USA is default
- Phone number

Note: E-mail is not required but recommended.

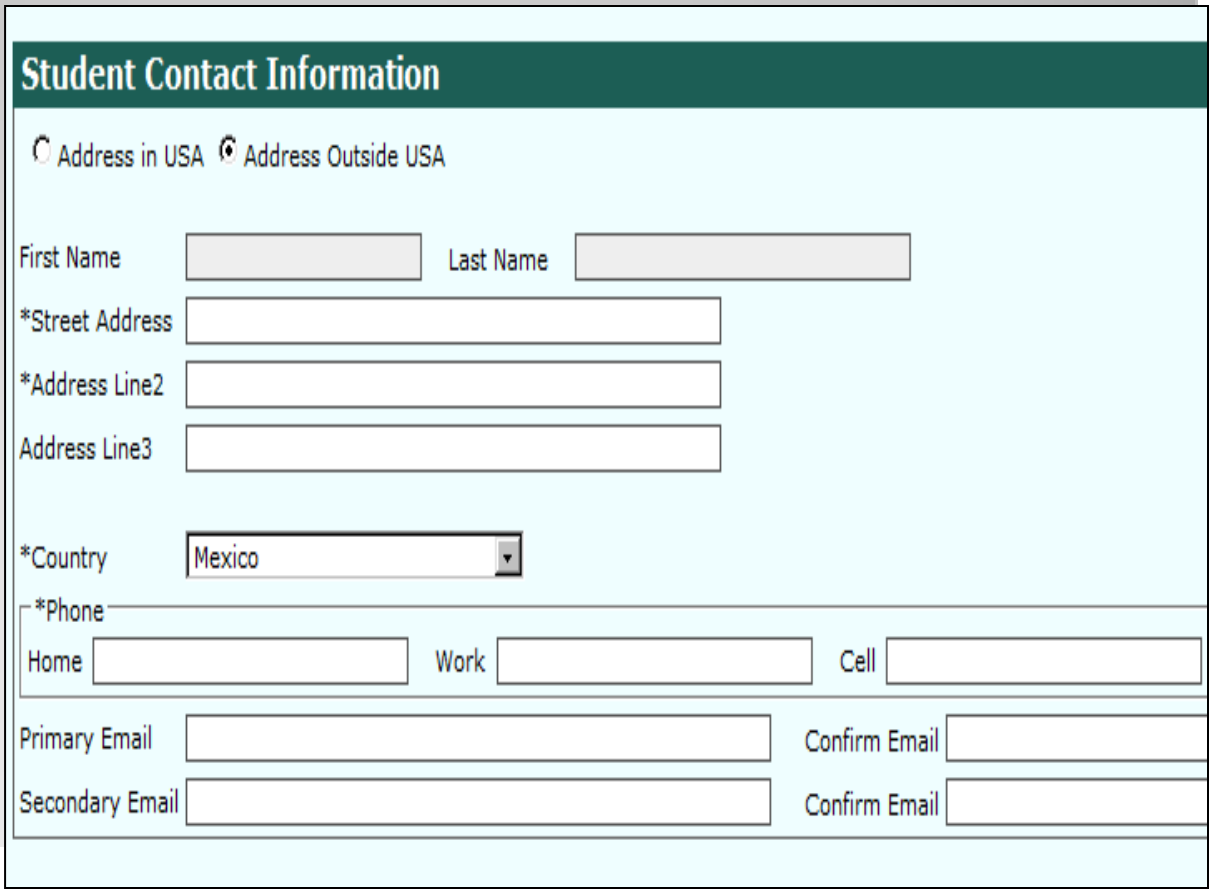


Data Entry : Outside of USA-Student Contact Information

Student outside of USA: Enter required information (*).

- First and Last Name
- Street Address
- Country
- Phone number (allows for multiple number format)

Note: E-mail is not required but recommended.

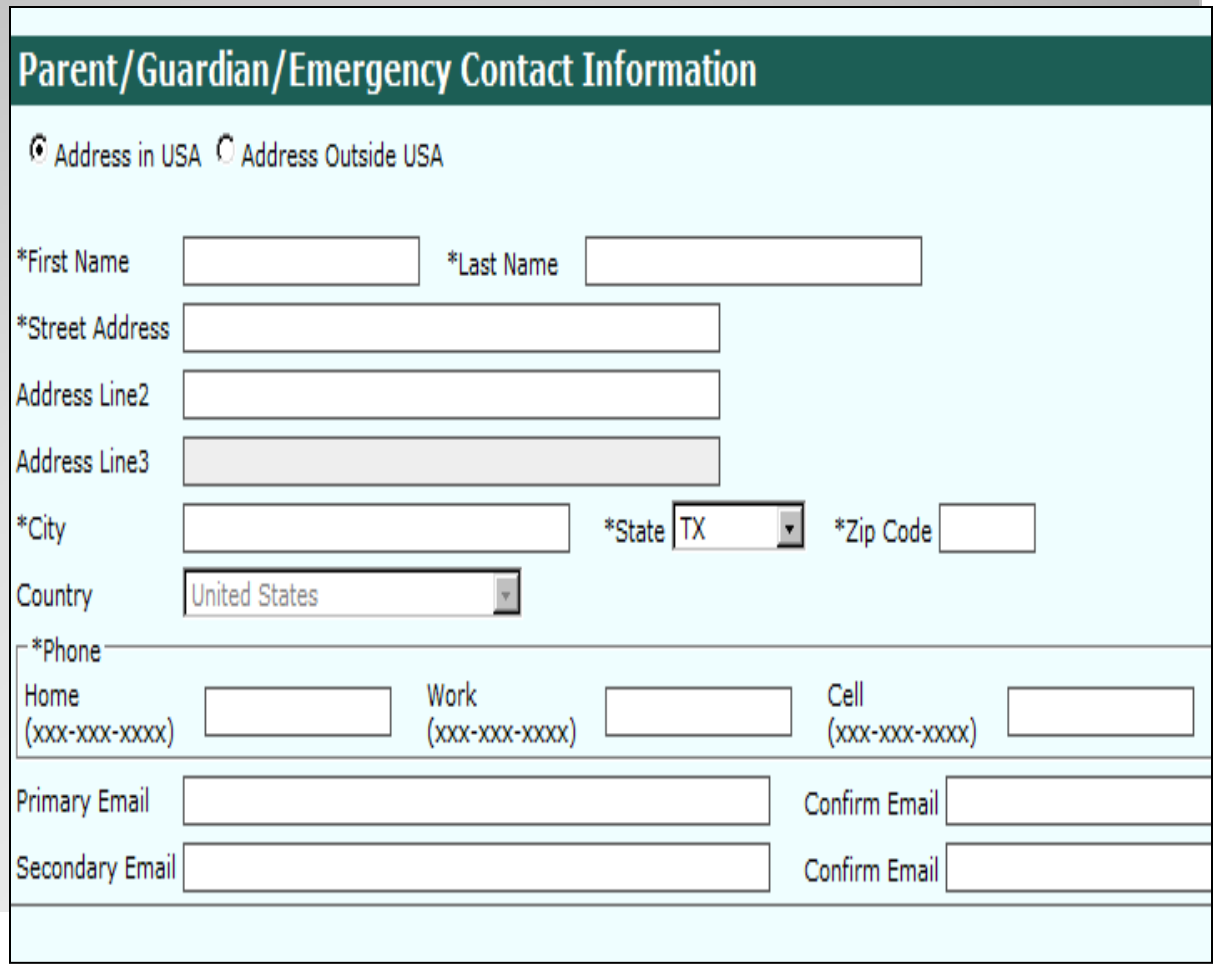


Data Entry : USA-Parent/Guardian Contact Information

Parent: Enter required information (*).

- First and Last Name
- Street Address
- City
- State
- Zip
- Country: USA is default
- Phone number

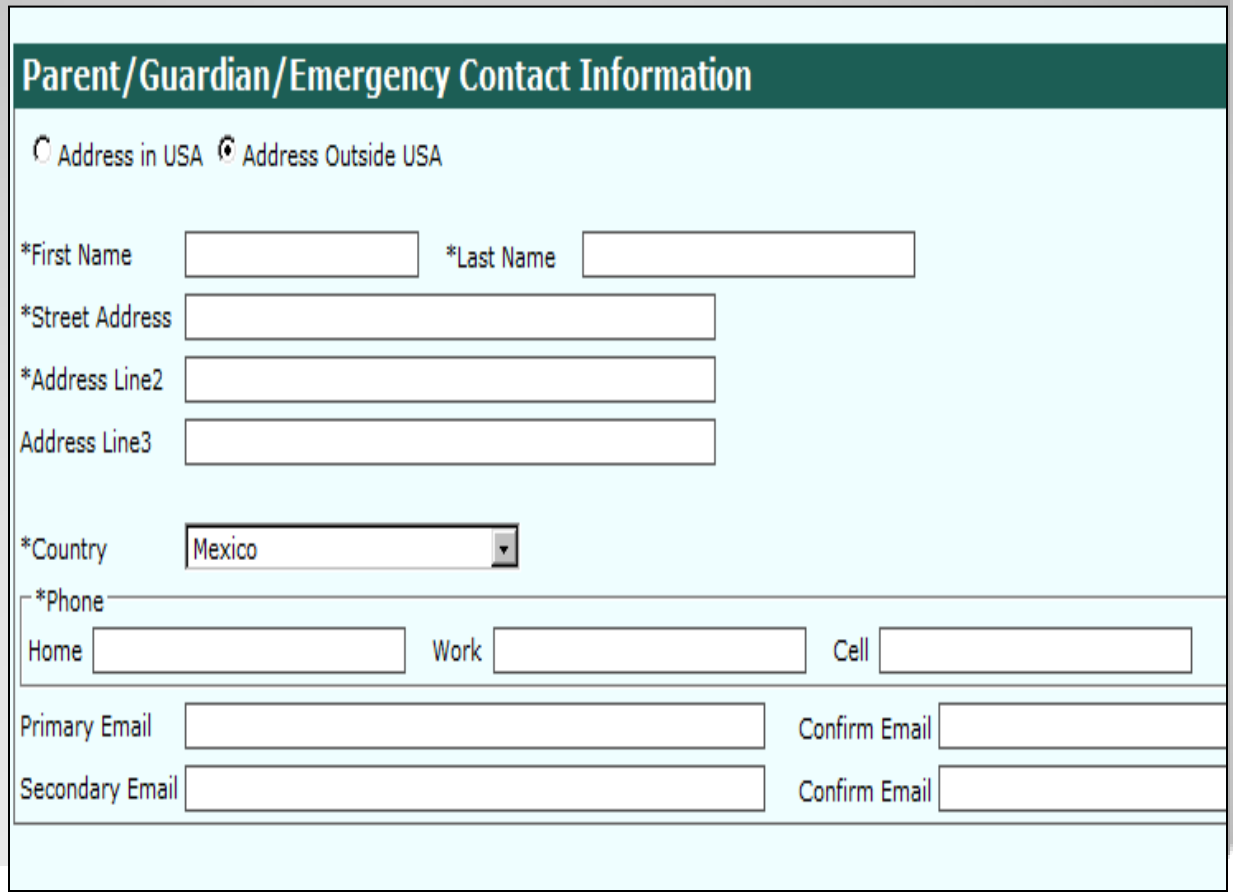
Note: E-mail is not required but recommended.



Data Entry : Outside of USA- Parent/Guardian Contact Information

Parent: Enter required information (*).

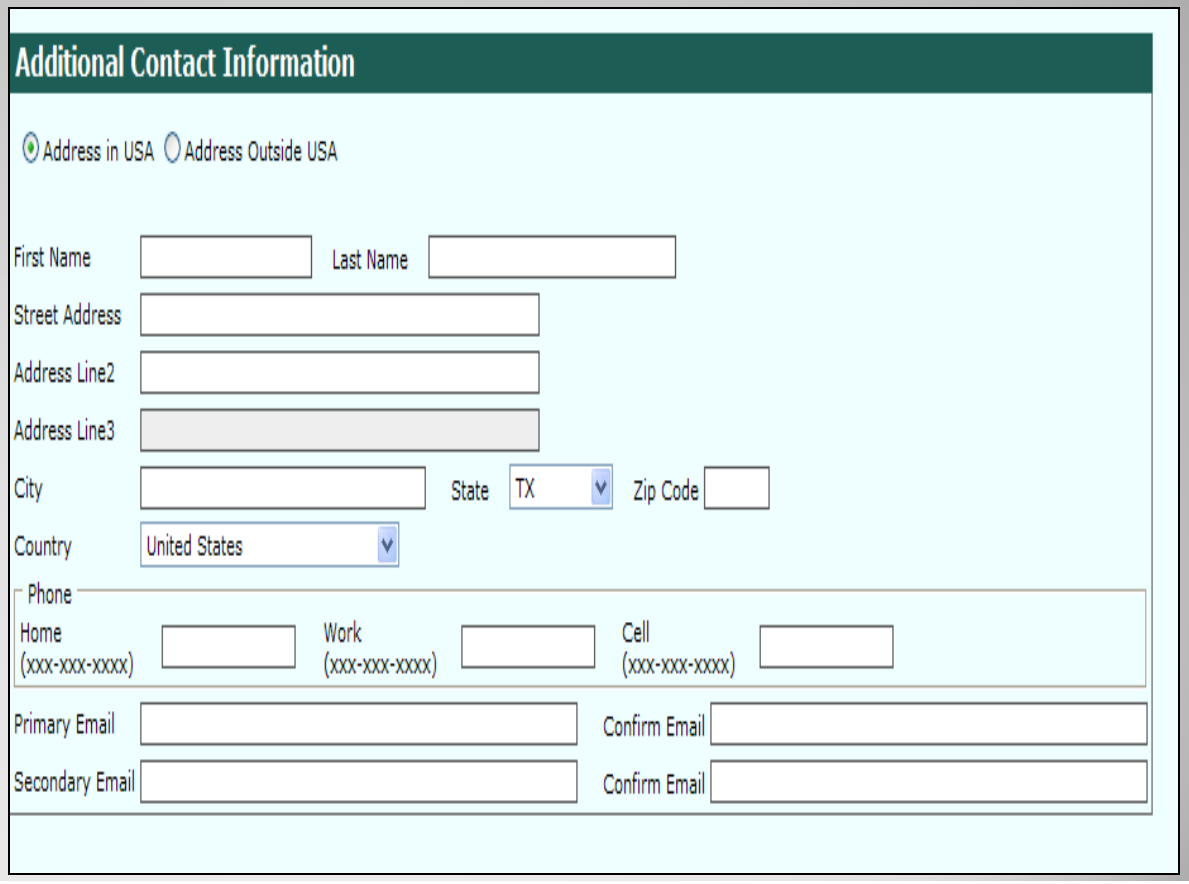
- First and Last Name
- Street Address
- City
- State
- Zip
- Country: Outside USA
- Phone number



Note: E-mail is not required but recommended.

Data Entry : Additional Contact Information

Additional Contact Information is optional, but recommended.



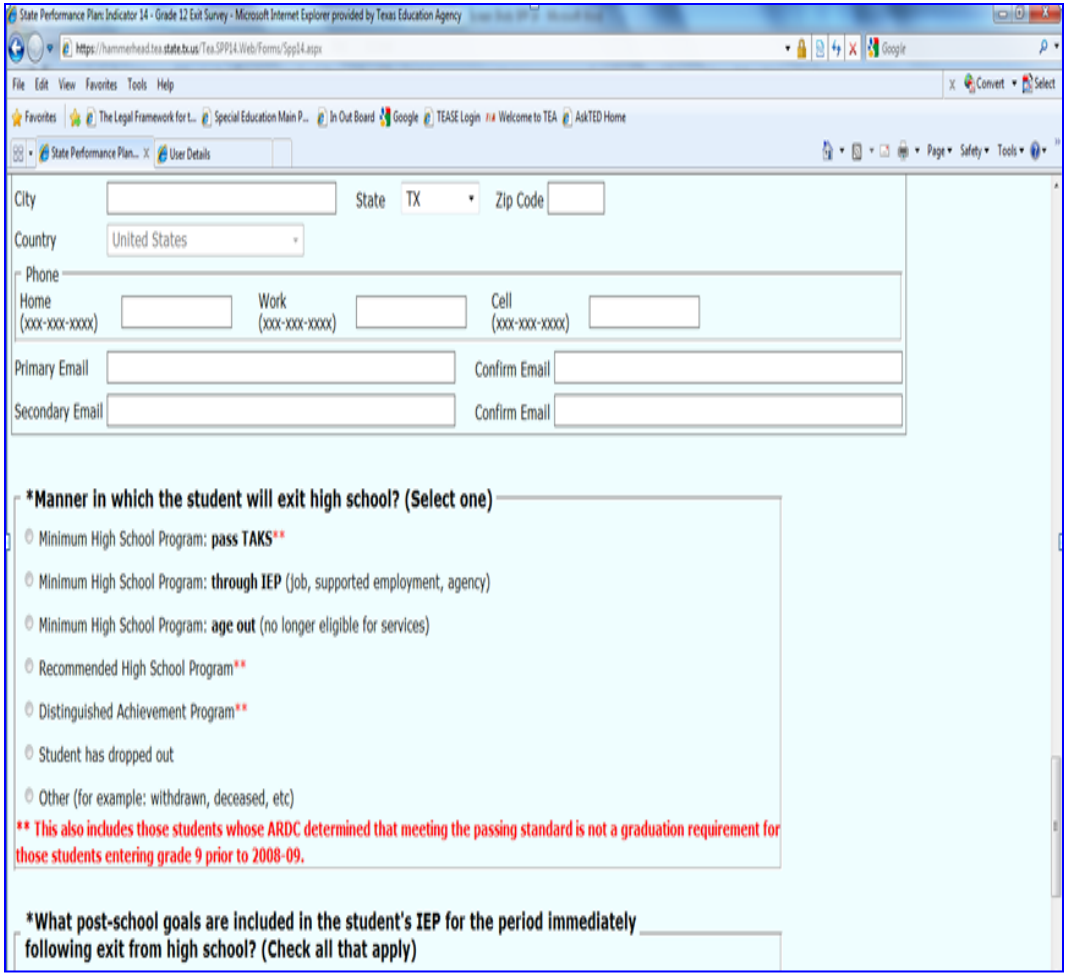
Data Entry: Graduation Information and Post-School Goals

Select the manner in which the student will exit high school.

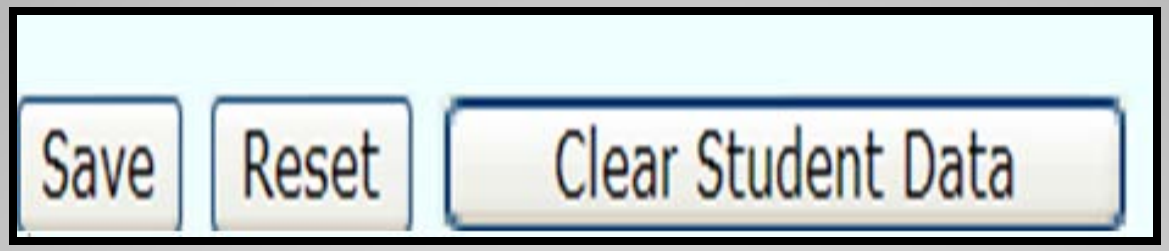
- Select one

Select all post-school goals included in student's IEP.

- Select all that apply



Saving Student Data



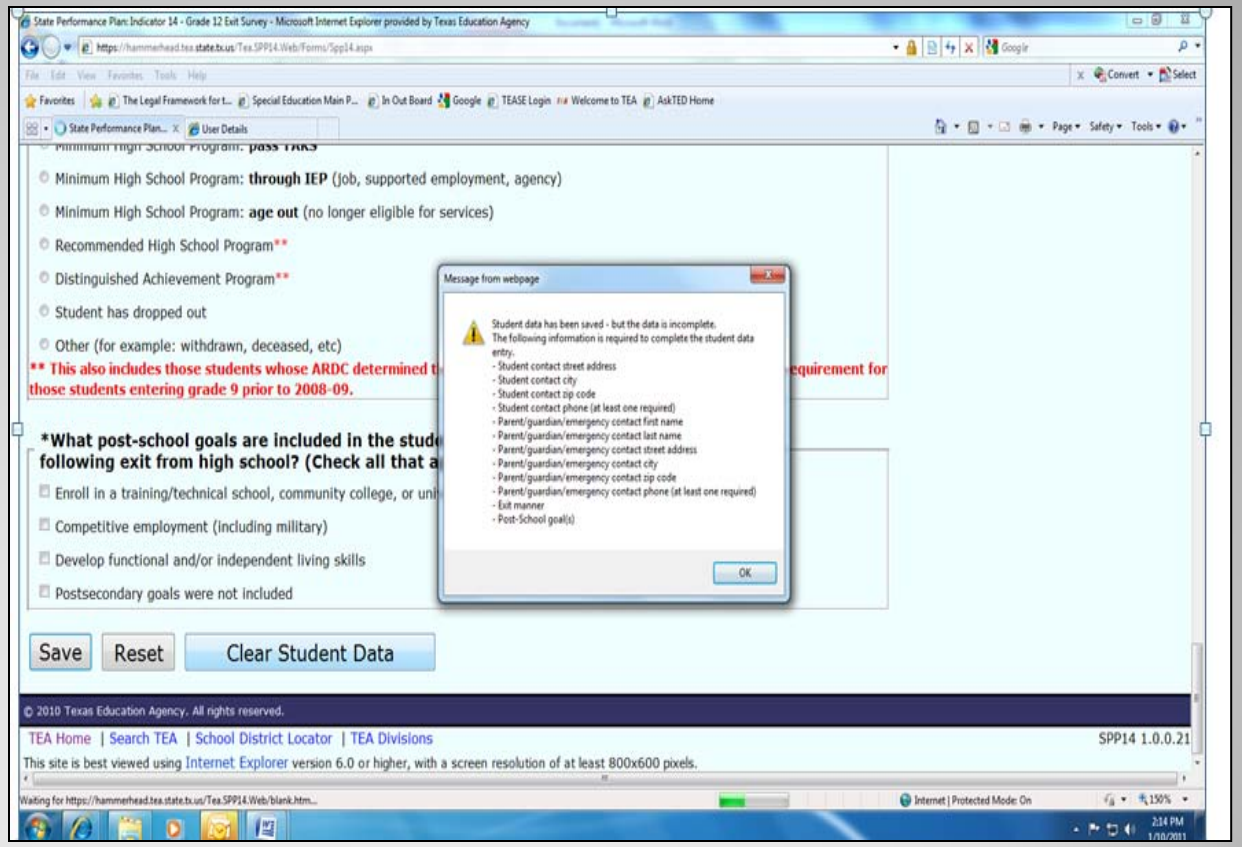
Save button: Click to add/save a completed entry. If you fail to answer a required question, you will receive an error message.

Reset button: Click to clear any current student data so you can start over.

Clear Student Data button: Click to refresh the screen and return to the top of the screen so a new record can be added.

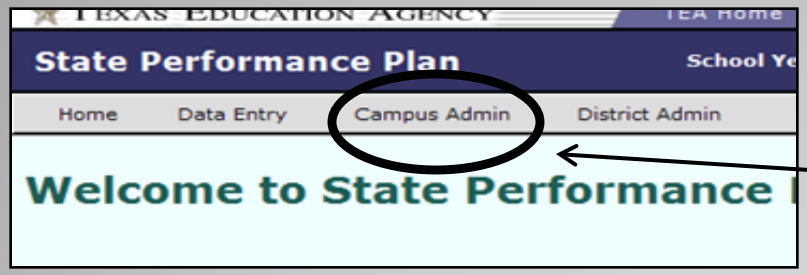
Saving Student Data- Incomplete

Student data has been saved- but it is incomplete. A message will appear.



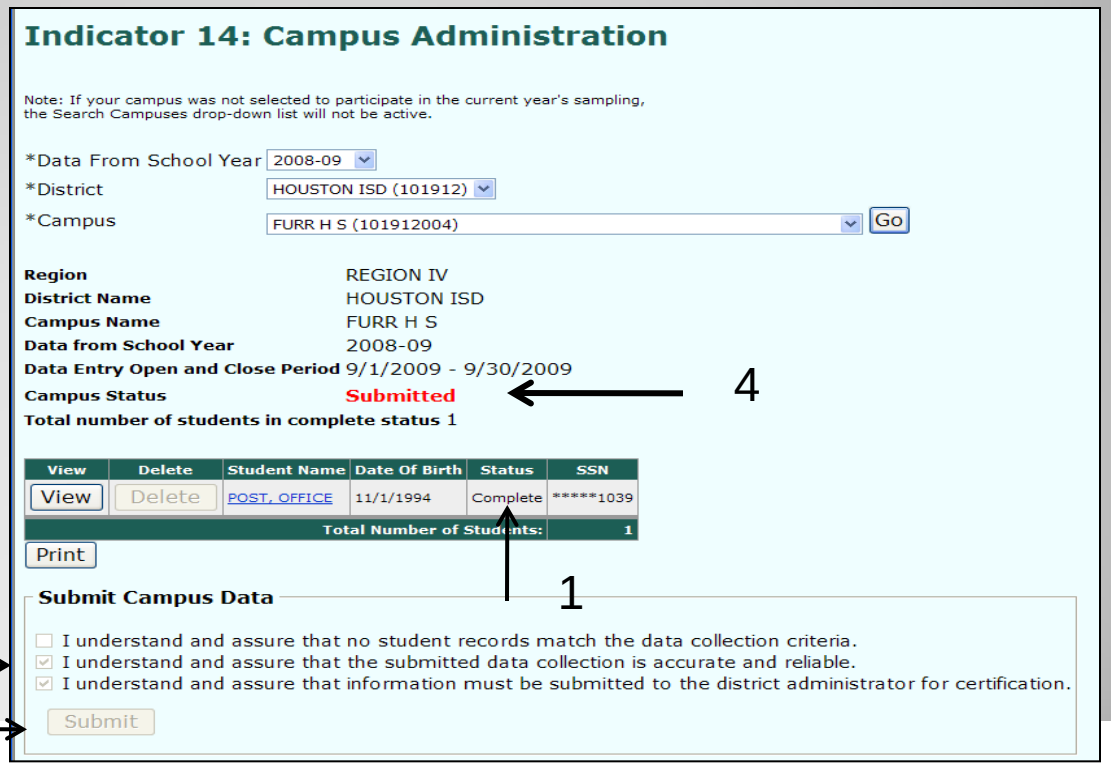
Submitting Campus Data

Submitting Campus Records



Click **Campus Admin** Tab

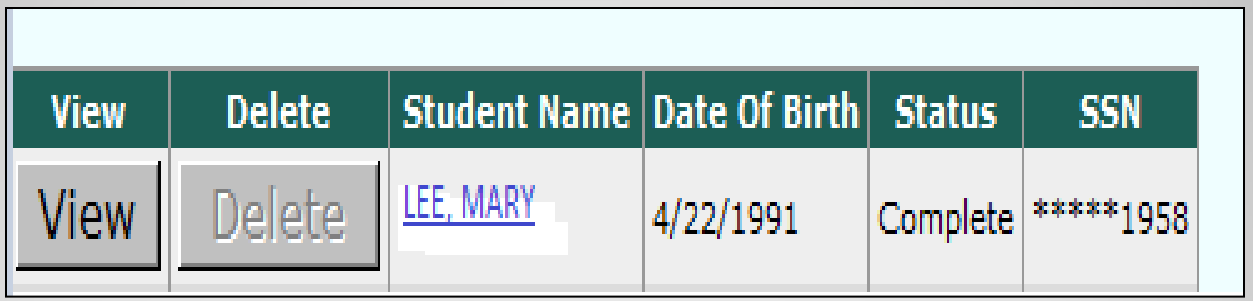
1. Check that all student data is in **Complete** status.
2. Check the assurance statements.
3. Click **Submit**.
4. Status will change to **Submitted**.
5. Notify District Certifier that Campus Data has been submitted.



Submitting Campus Records

NOTE: Once a campus has been submitted, the student data will be **View** only.

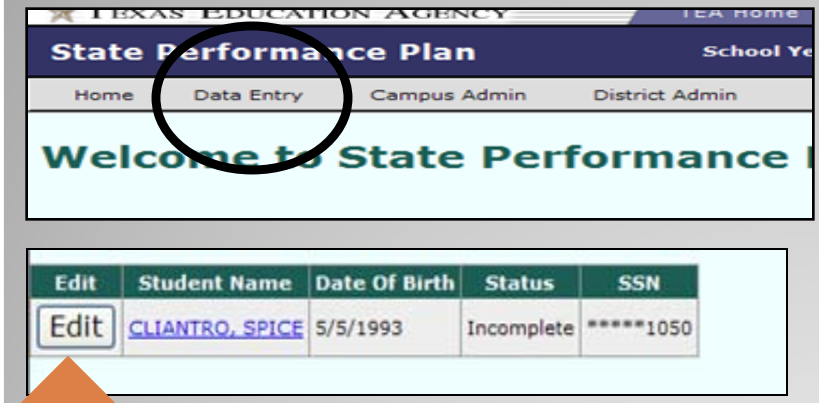
View



View	Delete	Student Name	Date Of Birth	Status	SSN
View	Delete	LEE, MARY	4/22/1991	Complete	*****1958

Edit or Delete Student Data

Editing Data



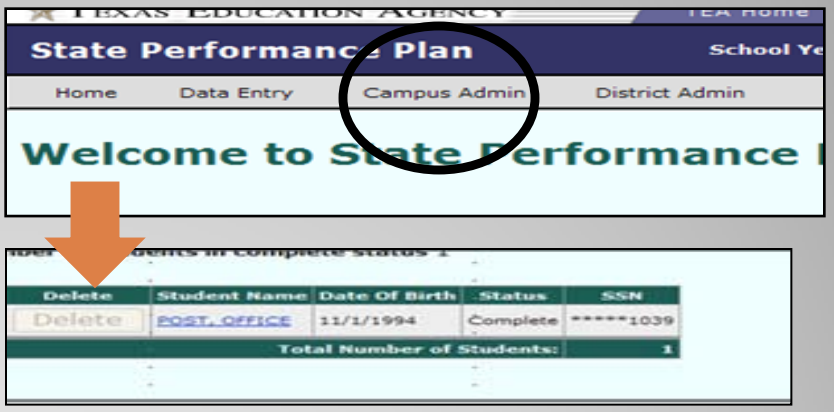
Access the **Data Entry** tab.

To edit a student record, click the **Edit** button next to the student's name.

Make any changes as necessary.

Save changes before moving to another page.

Deleting Data



Access the **Campus Admin** tab.

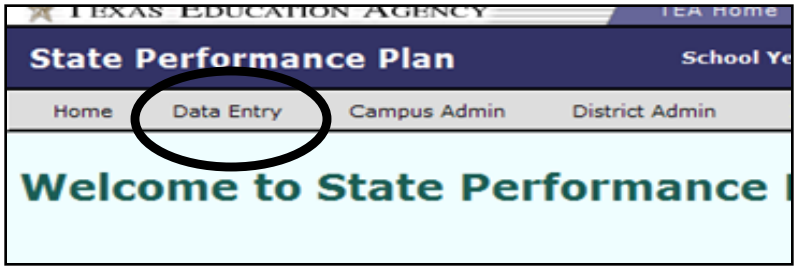
To delete a student record, click the **Delete** button next to the student's name.

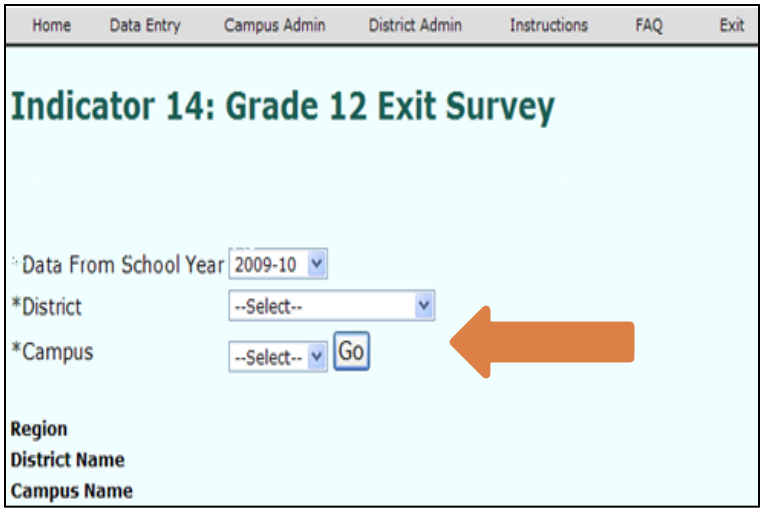
No Student Data to Submit:

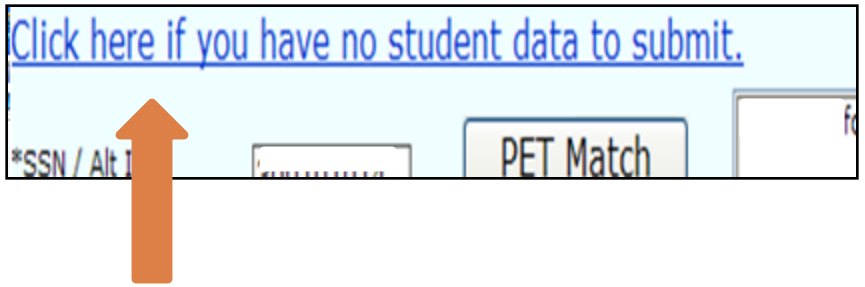
When there is a campus in drop down menu on the data entry page

No Student Data to Submit

1. Click **Data Entry** tab.
2. Select District and Campus. Click **Go**.
3. Click the link below the student records table: **<u>Click here if you have no student data to submit.</u>**





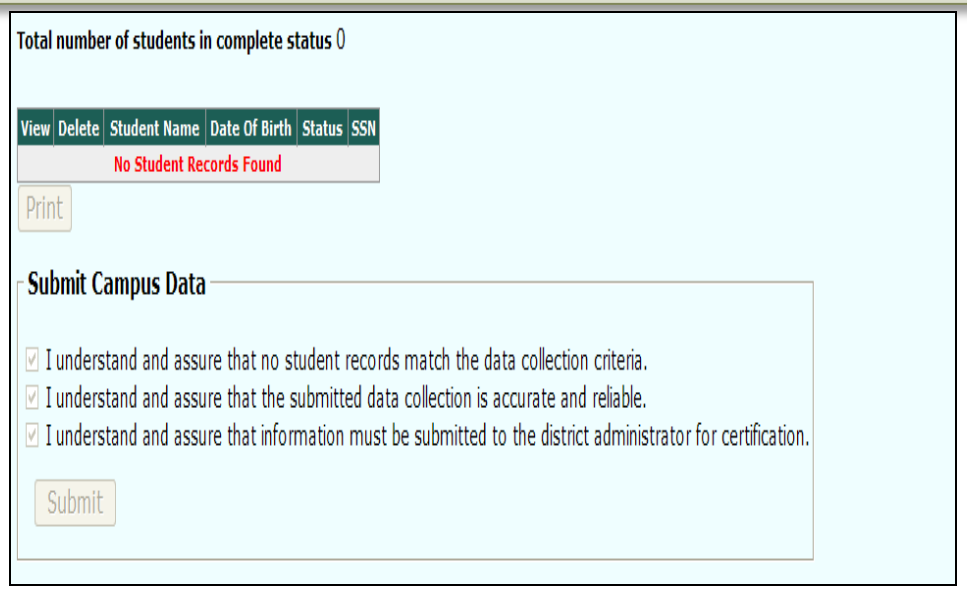


No Student Data to Submit

1. **Once the link is selected on the Data Entry page, the user will be directed to the Campus Admin page to complete the submission of the data.**
2. **Read and check assurances and click submit.**
3. **Status will change to Submitted.**
4. **Notify district certifier that campus data has been submitted.**

Campus Admin page

Check and submit



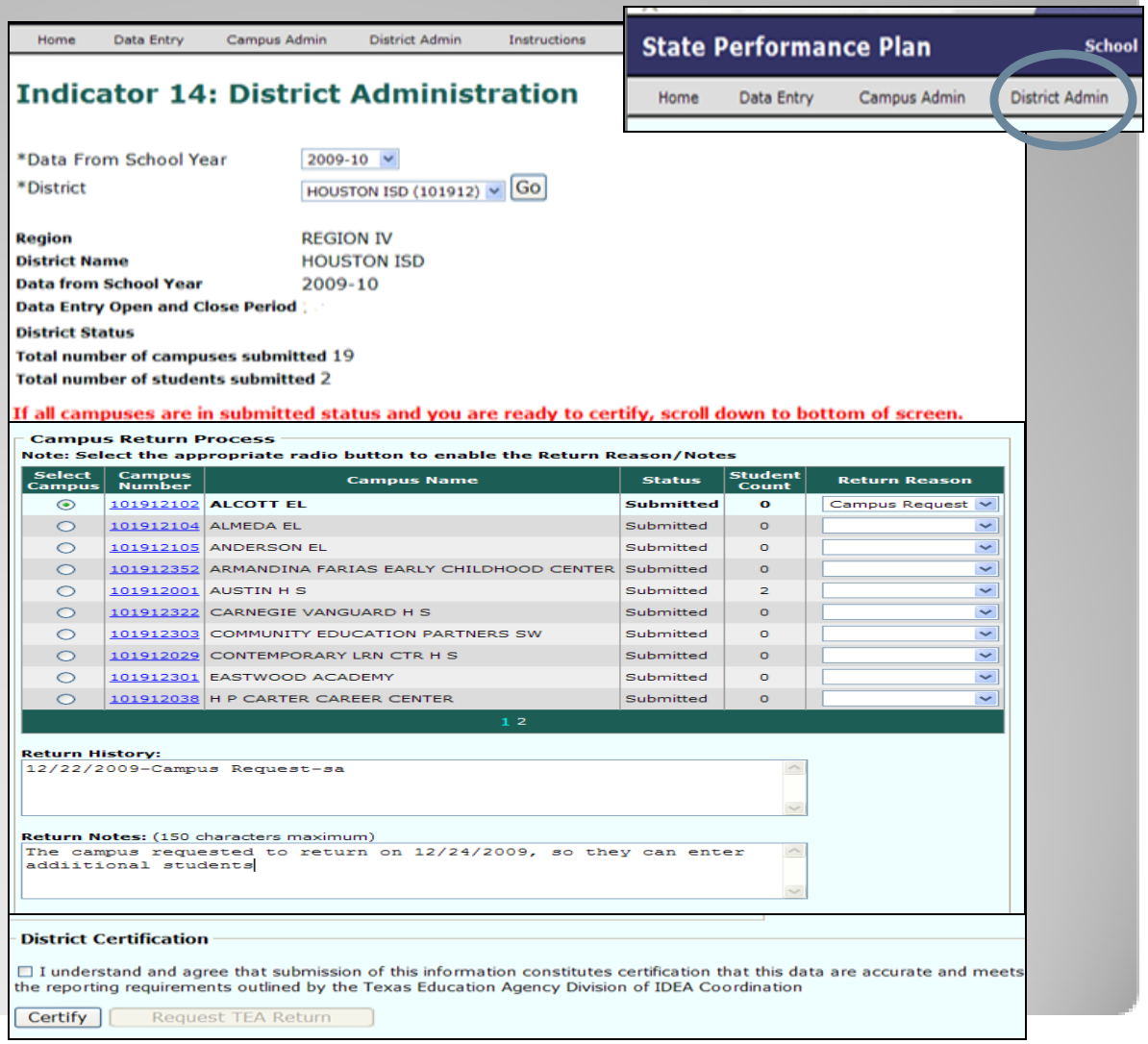
Certifying District Data

District Administration Page

District Data and **Current Status**

Campus Return Process and **Campus Status**

Certify

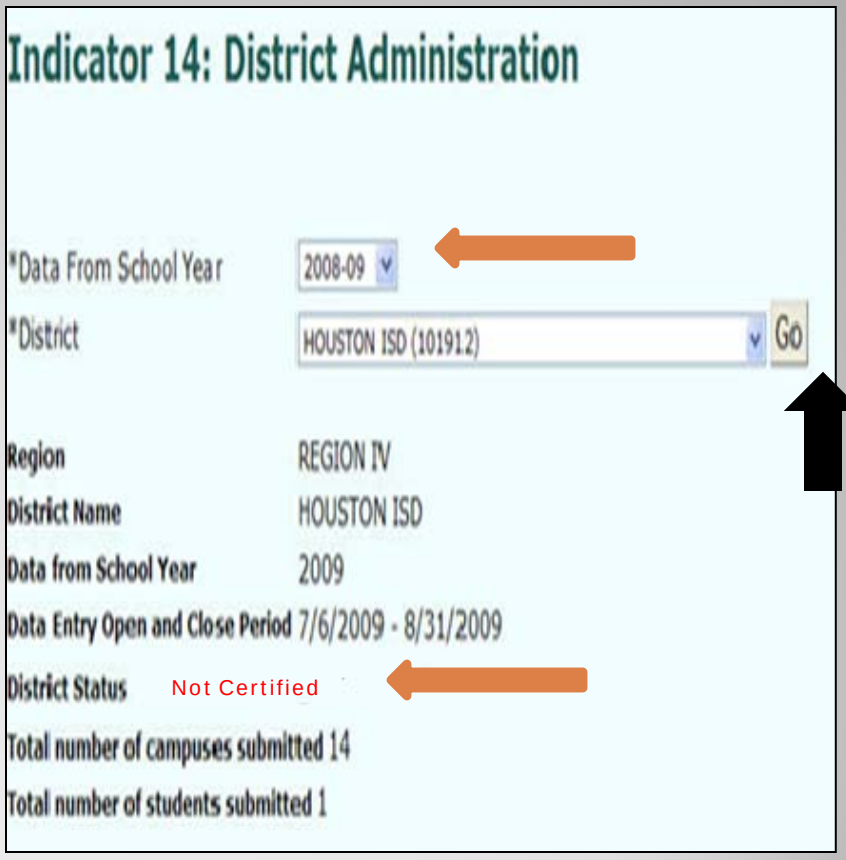


Certifying District Data

1. Select Year and District.

2. Click **Go**.

3. If data is not certified, the current status will be **Not Certified**.



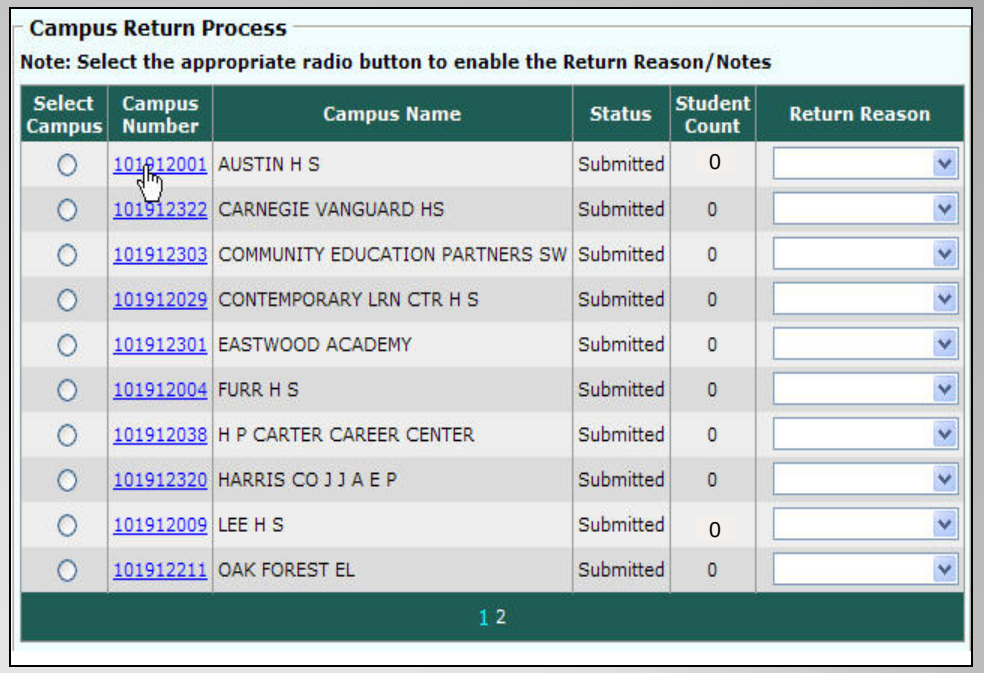
Certifying District Data

1. Verify all campuses are in **Submitted** status.

2. Read and check assurance statement.

3. Click **Certify**.

4. The Current Status , at the top of page will indicate **Certified**.

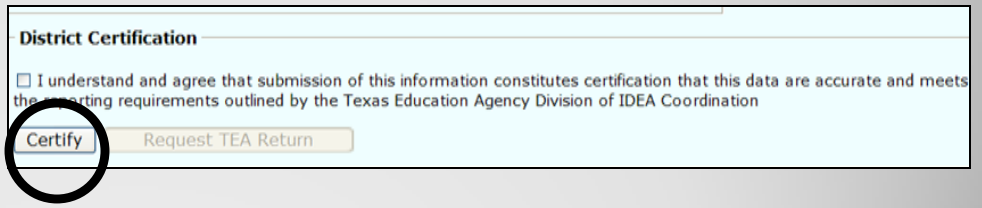


Campus Return Process

Note: Select the appropriate radio button to enable the Return Reason/Notes

Select Campus	Campus Number	Campus Name	Status	Student Count	Return Reason
○	101912001	AUSTIN H S	Submitted	0	
○	101912322	CARNEGIE VANGUARD HS	Submitted	0	
○	101912303	COMMUNITY EDUCATION PARTNERS SW	Submitted	0	
○	101912029	CONTEMPORARY LRN CTR H S	Submitted	0	
○	101912301	EASTWOOD ACADEMY	Submitted	0	
○	101912004	FURR H S	Submitted	0	
○	101912038	H P CARTER CAREER CENTER	Submitted	0	
○	101912320	HARRIS CO J J A E P	Submitted	0	
○	101912009	LEE H S	Submitted	0	
○	101912211	OAK FOREST EL	Submitted	0	

1 2



District Certification

☐ I understand and agree that submission of this information constitutes certification that this data are accurate and meets the reporting requirements outlined by the Texas Education Agency Division of IDEA Coordination

Certify | Request TEA Return

Current Status: **Certified**

Certifying Data

When you click the **Certify** button, you are assuring the State that you are submitting valid and reliable data.

NOTE: After the closing date of August 31, TEA cannot return the data and there is **NO** appeals process.

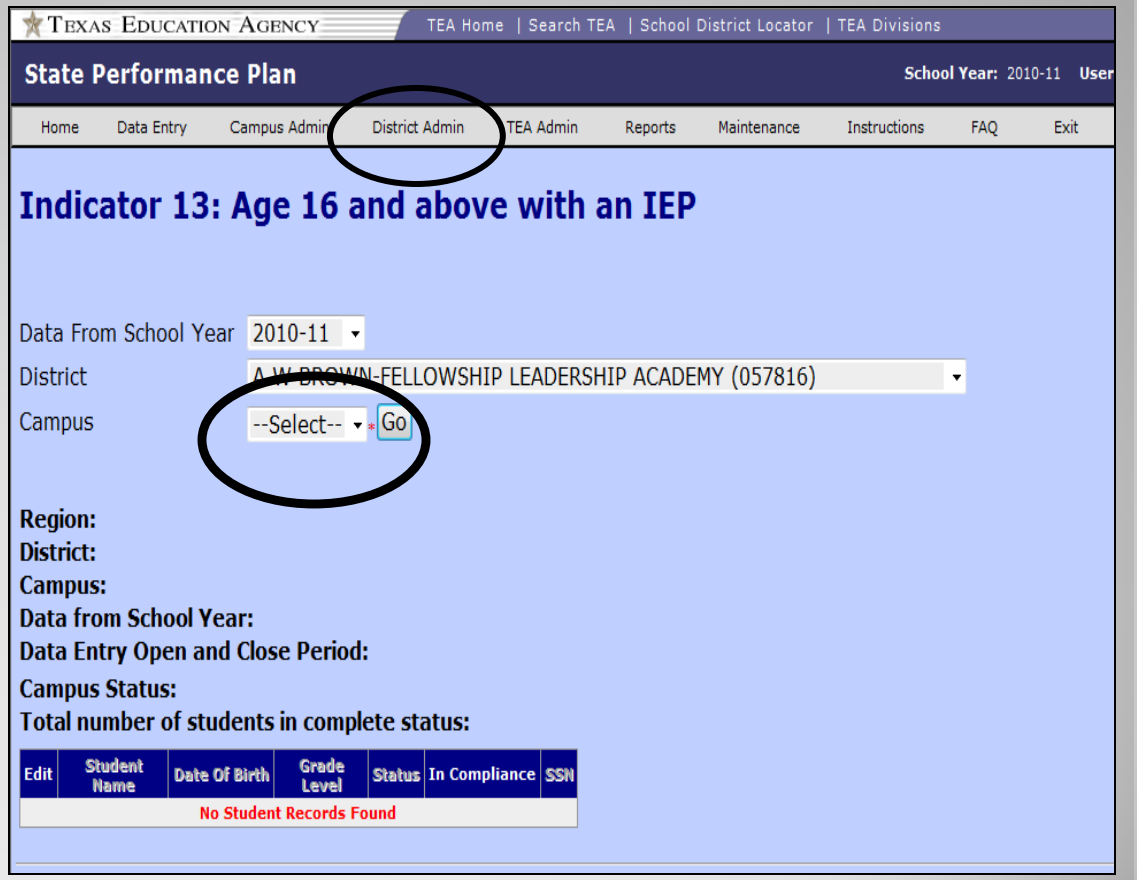
No Student Data to Submit:

When there is NO campus in drop down menu on the data entry page

Data Entry Page

A district may have no student data to submit and NO campus in drop down menu on the data entry page.

To certify there is no data to report, the district certifier should go to the District Admin page to certify data.



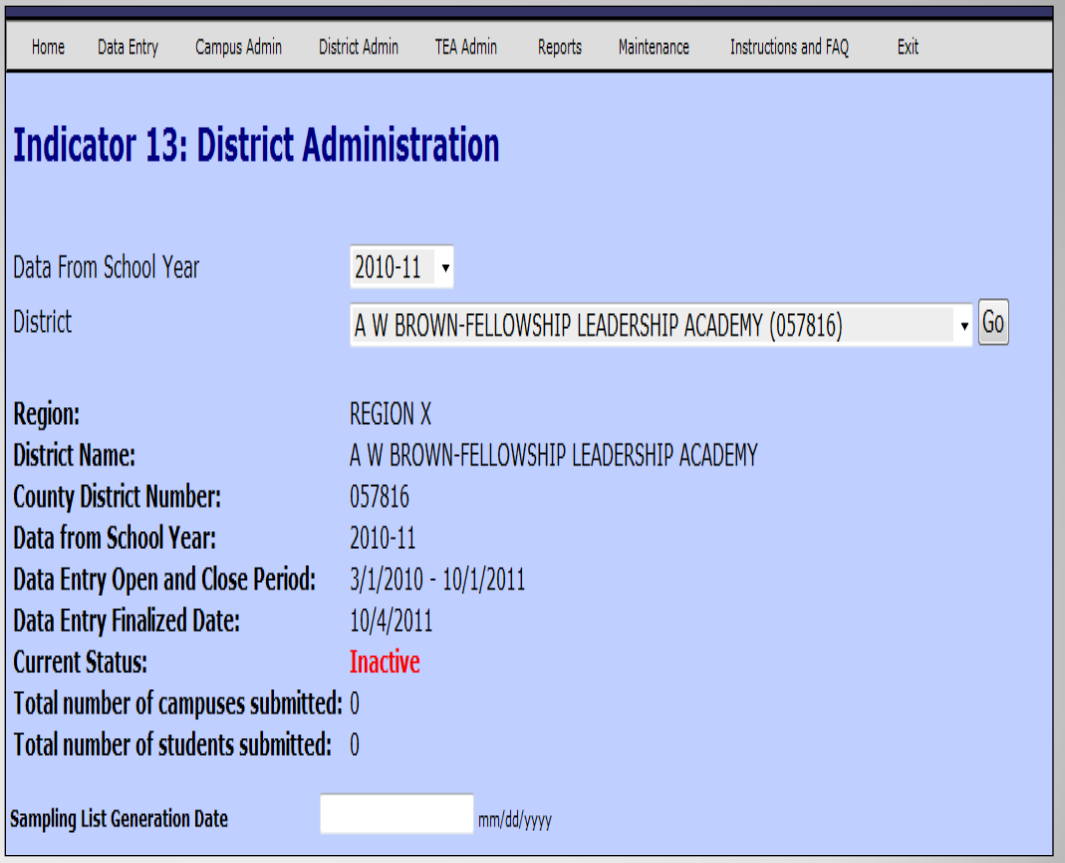
District Admin Page

1. Select **School Year** and **District**.

2. Click **Go**.

3. If data is not certified, the current status will be **Not Certified**.

4. **Sampling List Generation Date** must be included. Since there will be not date, the certifier may choose June 30 of current year or last day of school

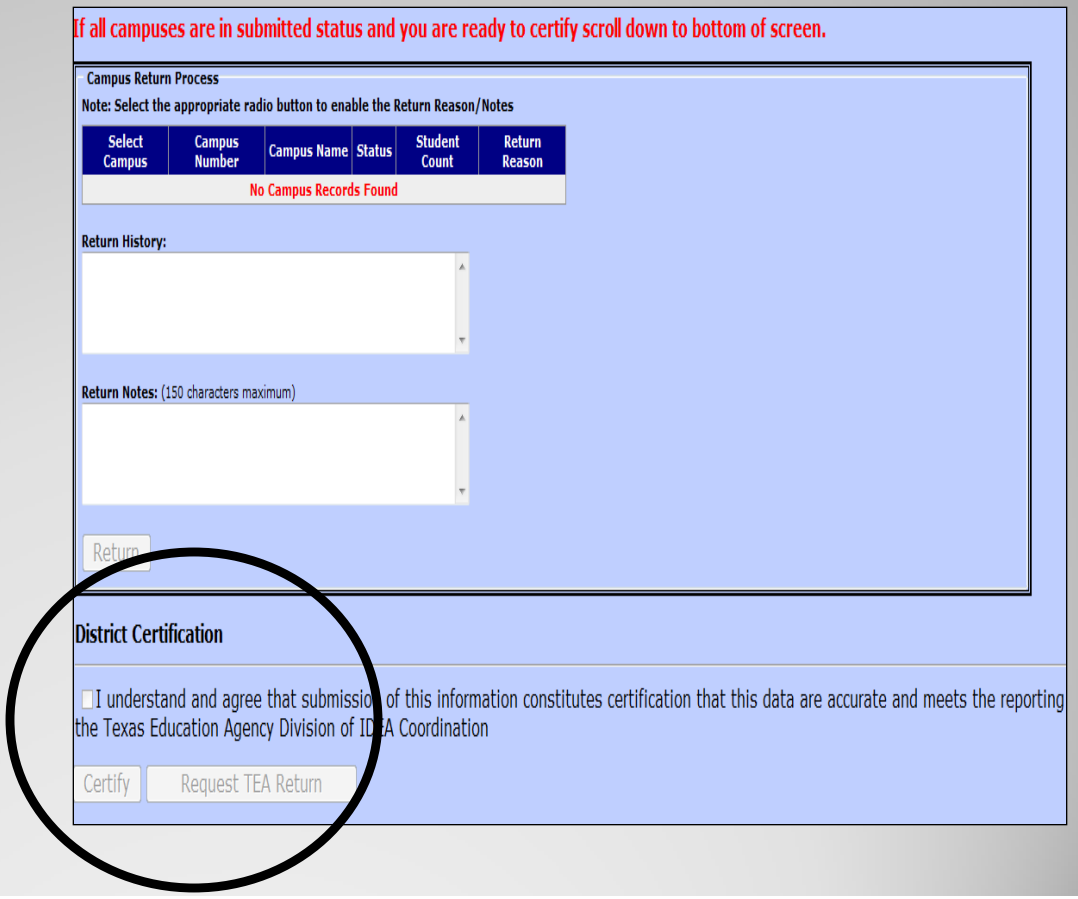


District Admin Page

Read and check assurance statement.

Click **Certify**

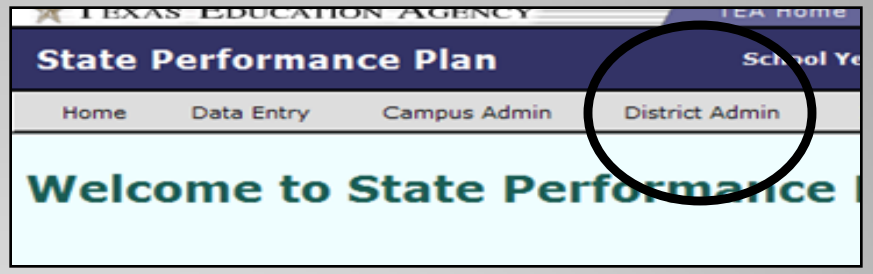
The Current Status at the top of page will indicate **Certified**



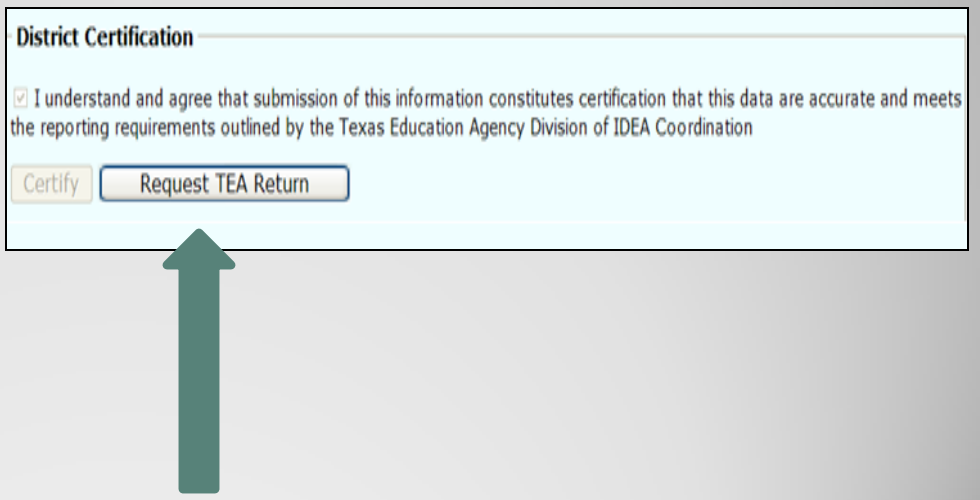
Returning
District and Campus Data

Request TEA Return: District Data

Once the district has **Certified**, the District Certifier can request TEA to return data by:

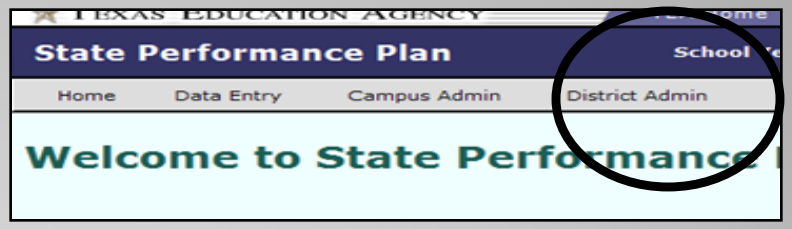


- Accessing the **District Admin** screen, selecting the appropriate School Year and District.
- Clicking **Go**.
- Clicking the **Request TEA Return** button.
- An e-mail will be generated to TEA that the district is requesting a return.
- Once TEA returns the data, the status will change to **TEA Returned**.



Return Campus Data

If the district is in **Not Certified** or **TEA Returned** status, the campus level data may be returned by the District Certifier to the Data Entry Agent through the **Campus Return Process**.



Campus Return Process

Note: Select the appropriate radio button to enable the Return Reason/Notes

Select Campus	Campus Number	Campus Name	Status	Student Count	Return Reason
◉	101912102	ALCOTT EL	Submitted	0	Campus Request
○	101912104	ALMEDA EL	Submitted	0	
○	101912105	ANDERSON EL	Submitted	0	
○	101912352	ARMANDINA FARIAS EARLY CHILDHOOD CENTER	Submitted	0	
○	101912001	AUSTIN H S	Submitted	2	
○	101912322	CARNEGIE VANGUARD H S	Submitted	0	
○	101912303	COMMUNITY EDUCATION PARTNERS SW	Submitted	0	
○	101912029	CONTEMPORARY LRN CTR H S	Submitted	0	
○	101912301	EASTWOOD ACADEMY	Submitted	0	
○	101912038	H P CARTER CAREER CENTER	Submitted	0	

1 2

Return History:

12/22/2009-Campus Request-sa

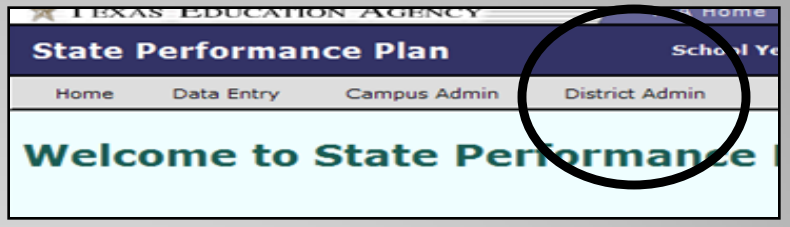
Return Notes: (150 characters maximum)

The campus requested to return on 12/24/2009, so they can enter addiitional students

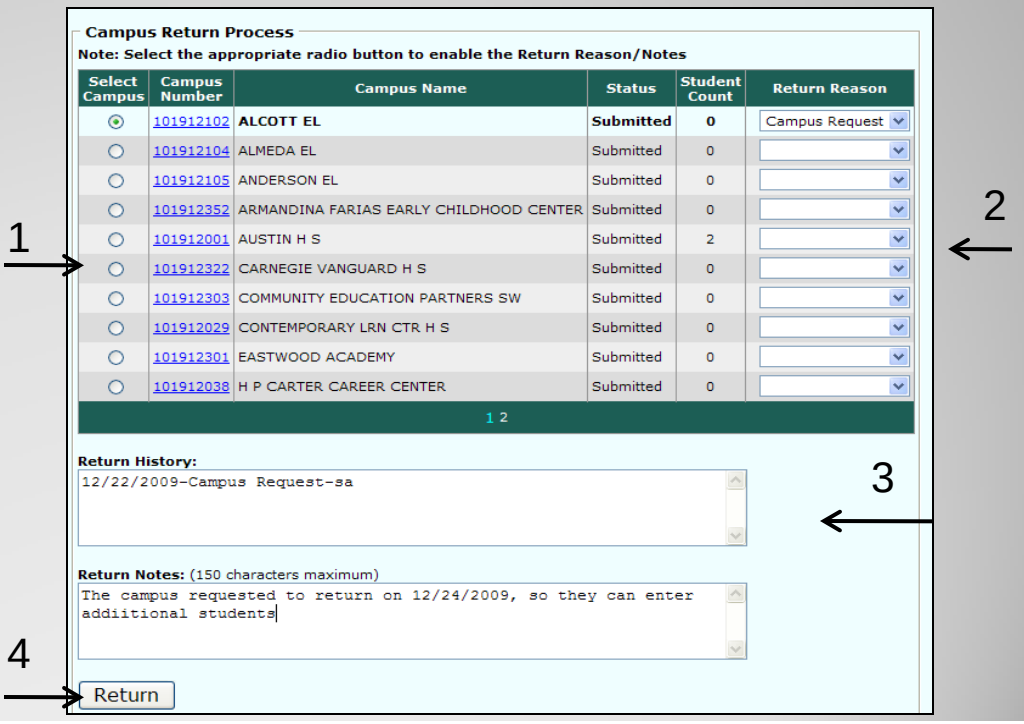
Return

Return Campus Data

Campus Return Process



1. Select a campus by clicking the button next to the campus number.
2. Select return reason from drop down menu.
3. Type notes in Return Notes text box.
4. Click **Return**.



Return & Resubmit Campus Data

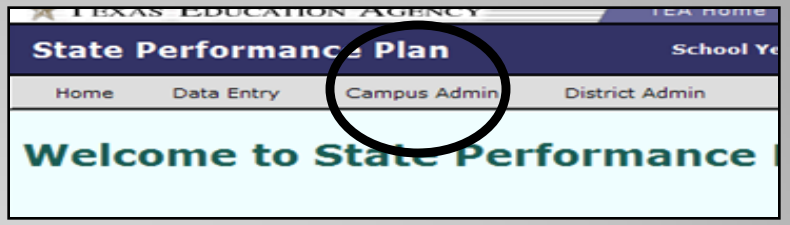
Notify Data Entry agent that the campus data has been returned.

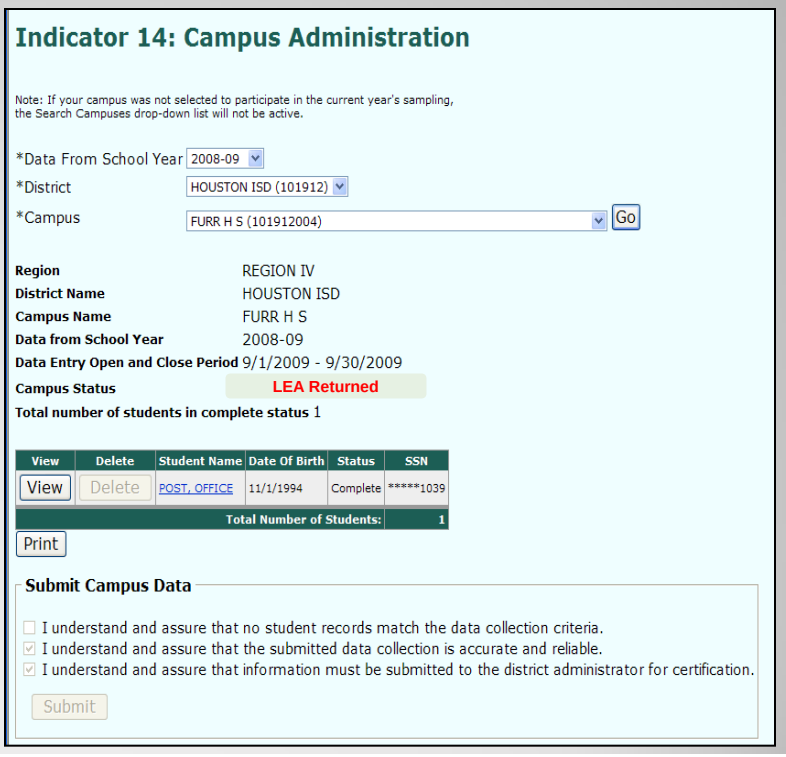
Once the Status has changed from **Submitted** to **LEA Returned**, the Data Entry agent may add, delete and/or correct student level data.

The Data Entry agent will need to resubmit the campus data.

Status will change to **Submitted**.

Notify the District Certifier that data has been submitted.





Certifying TEA Returned District Data

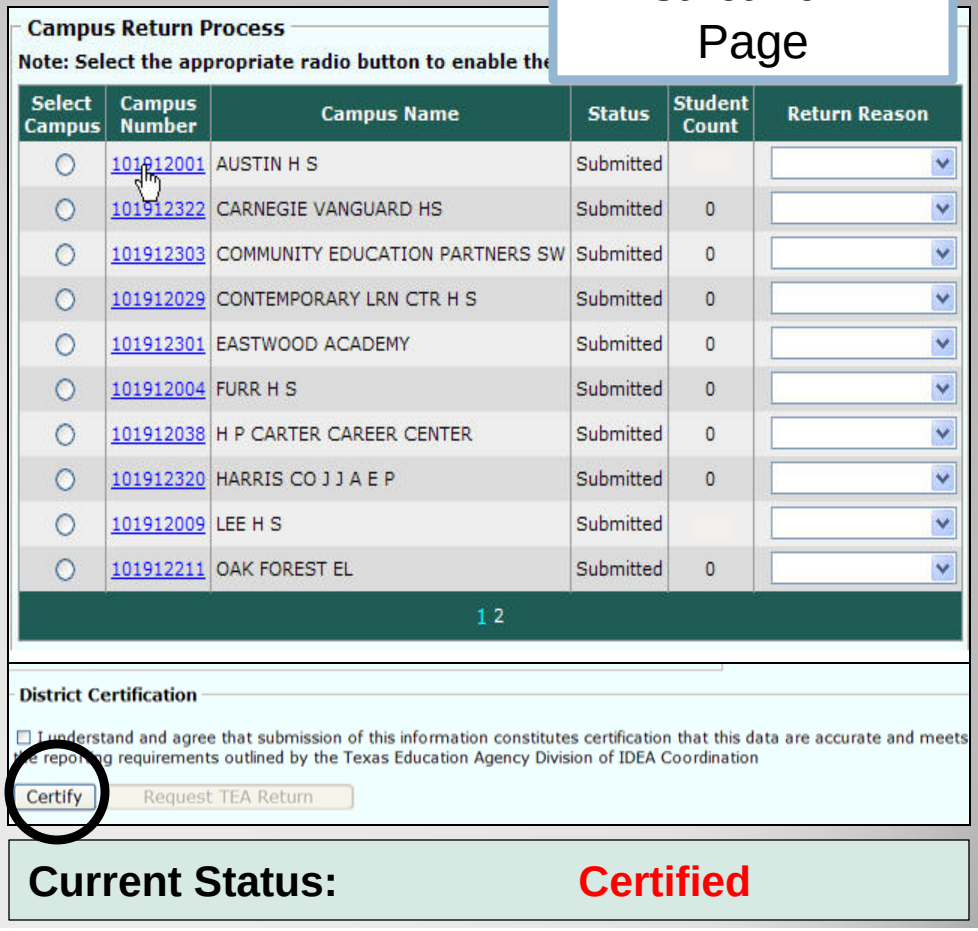
1. Verify all campuses are in **Submitted** status.

2. Read and check assurance statement.

3. Click **Certify**.

4. The Status will change from **TEA Returned** to **Certified**.

District Admin Page



Current Status: **Certified**

SPP 14: Data Integrity

Why is data integrity important?

States and LEAs are required to provide valid and reliable data that reflects the measurement for each SPP indicator.

This requirement is a factor in the state and local determination processes.

How does the State ensure data integrity for SPP Indicators?

PEIMS data is subjected to edit checks and validation (SPP Indicators 1, 2, 4, 5, 6, 9, 10)

AYP Data is processed and validated (SPP Indicator 3)

Currently, the State is focusing on ensuring data integrity for SPP Indicators 7, 11, 12, 13, and 14

How can you ensure data integrity for SPP Indicators?

Data Integrity Checklist for SPP Indicator 14

Does your documentation prove that all students on the campus and district exiting grade 12 were included in the data collection?

Did you confirm that you indicated the United States or a foreign country in the contact information?

Did you document and maintain within the district all Grade 12 Exiting Information surveys and data collection procedures for audit purposes?

Data Integrity: Certification

When you click the **Certify** button, you are assuring the State that you are submitting valid and reliable data.

NOTE: After the closing date of August 31, TEA cannot return data and there is **NO** appeals process.

Data Integrity: Consequences

Data certified and submitted by districts and charter schools through the TEASE applications for Indicator 14 is considered final and will be used by the Agency in the annual Determinations analysis on whether or not districts and charter schools are reporting valid and reliable data.

District's performance on Indicator 14 will be reflected in the district public reporting on SPP Indicators in the spring.

Any issues related to the submission of inaccurate data or the non-submission of data will be addressed by the Division of IDEA Coordination.

Data Integrity: Tech Assistance

Data Integrity Checklists for SPP Indicators can be found on the TEA Website at:

http://www.tea.state.tx.us/index2.aspx?id=2147499500

When in doubt…read the instructions again, consult the FAQ on the web, and/or contact your ESC prior to certifying your data!

Reports Available by User Role

User role:

Not all users can view all reports. View is based on the user's role in the application.

ESC Viewer

- Has access to the districts and campuses that are within the ESC's region.

District Certifier

- View student-level data for all campuses in the district or districts to which they have application access.

Data Entry Agent

- View student-level data for any assigned campus or campuses to which they have application access.

Report Type: ESC Viewer

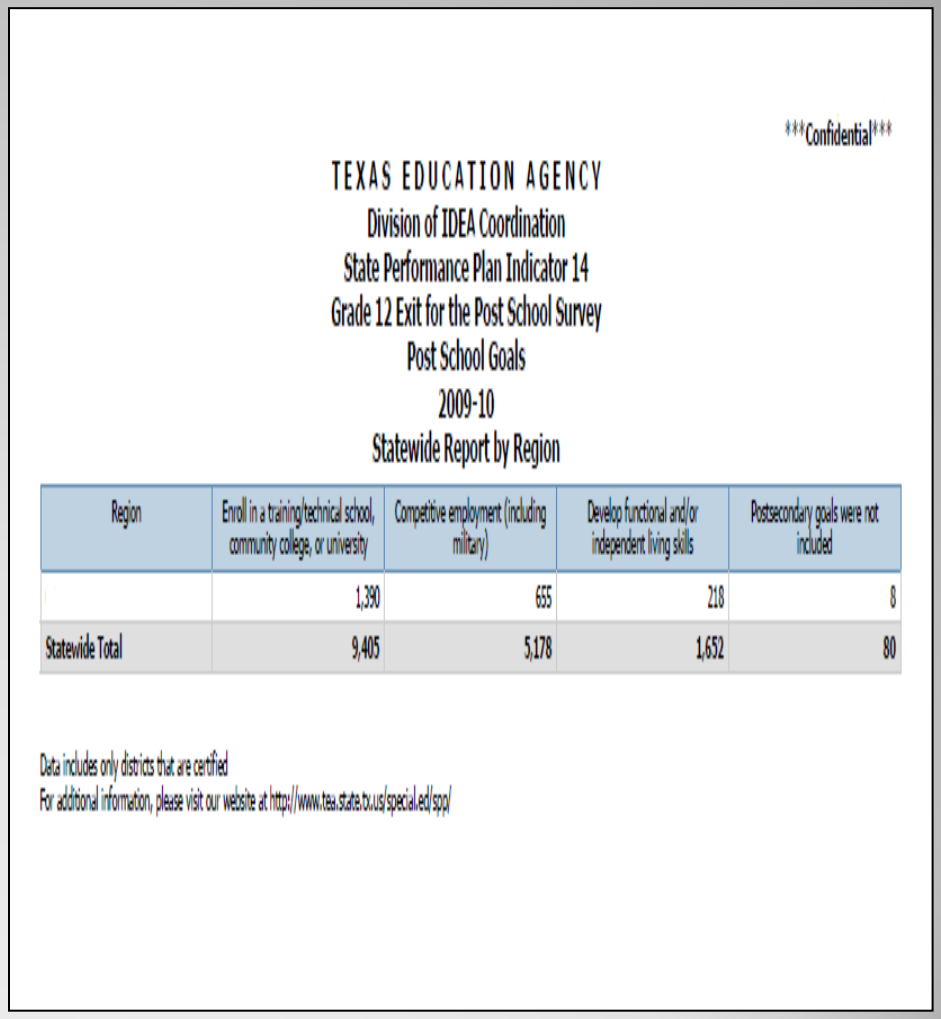
ESC Viewer: Report Types Available

- **Post-School Goals**
- **Manner in Which the Student Will Exit High School**
- **Demographics**
- **Status**

ESC Viewer

Post-School Goals: Displays the student counts entered in the SPP 14 Post School Outcomes application for a particular school year

- Statewide Report by Region: View statewide and regional total.
- District Report: View districts in region only
- Campus Report: View campuses in districts within region.



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TEXAS EDUCATION AGENCY
Division of IDEA Coordination
State Performance Plan Indicator 14
Grade 12 Exit for the Post School Survey
Post School Goals
2009-10
Statewide Report by Region

Region	Enroll in a training/technical school, community college, or university	Competitive employment (including military)	Develop functional and/or independent living skills	Postsecondary goals were not included
	1,390	655	218	8
Statewide Total	9,405	5,178	1,652	80

Data includes only districts that are certified
For additional information, please visit our website at http://www.tea.state.tx.us/special.ed/spp/

ESC Viewer

Manner in Which the Student Will Exit High School:

Displays the student counts entered in the SPP 14 Post-School Outcomes application for a particular school year

- Statewide Report by Region: View regional and statewide total
- Regional Report by District: View districts in own region and regional total
- District Report by Campus: View campuses in districts within region

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TEXAS EDUCATION AGENCY
Division of IDEA Coordination
State Performance Plan Indicator 14
Grade 12 Exit for the Post School Survey
Manner in Which the Student Will Exit High School
2009-10
Statewide Report by Region

Region	Minimum High School Program: pass TAKS	Minimum High School Program: through IEP (job, supported employment, agency)	Minimum High School Program: age out (no longer eligible for services)	Recommended High School Program	Distinguished Achievement Program	Student has dropped out	Other (for example: withdrawn, deceased, etc)	Regional Totals
	665	750	110	238	2	10	13	1,788
Statewide Total	5,157	4,665	577	1,929	57	84	67	12,536

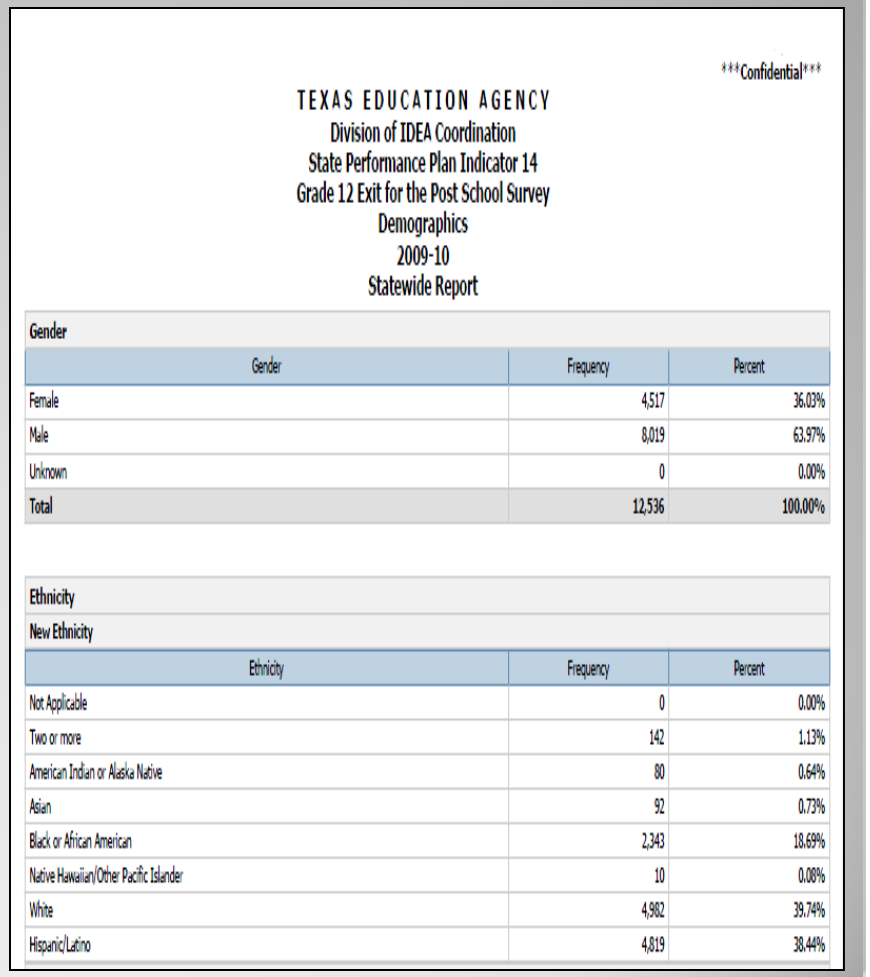
Data includes only districts that are certified
For additional information, please visit our website at http://www.tea.state.tx.us/special.ed/spp/

ESC Viewer

Demographics:

Displays the student counts entered in the SPP 14 Post-School Outcomes application for a particular school year

- Statewide Report: View statewide total
- Regional Report: View regional total
- District Report: View districts in region only
- Campus Report: View campuses in districts within region and district total line



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TEXAS EDUCATION AGENCY
Division of IDEA Coordination
State Performance Plan Indicator 14
Grade 12 Exit for the Post School Survey
Demographics
2009-10
Statewide Report

Gender

Gender	Frequency	Percent
Female	4,517	36.03%
Male	8,019	63.97%
Unknown	0	0.00%
Total	12,536	100.00%

Ethnicity

New Ethnicity

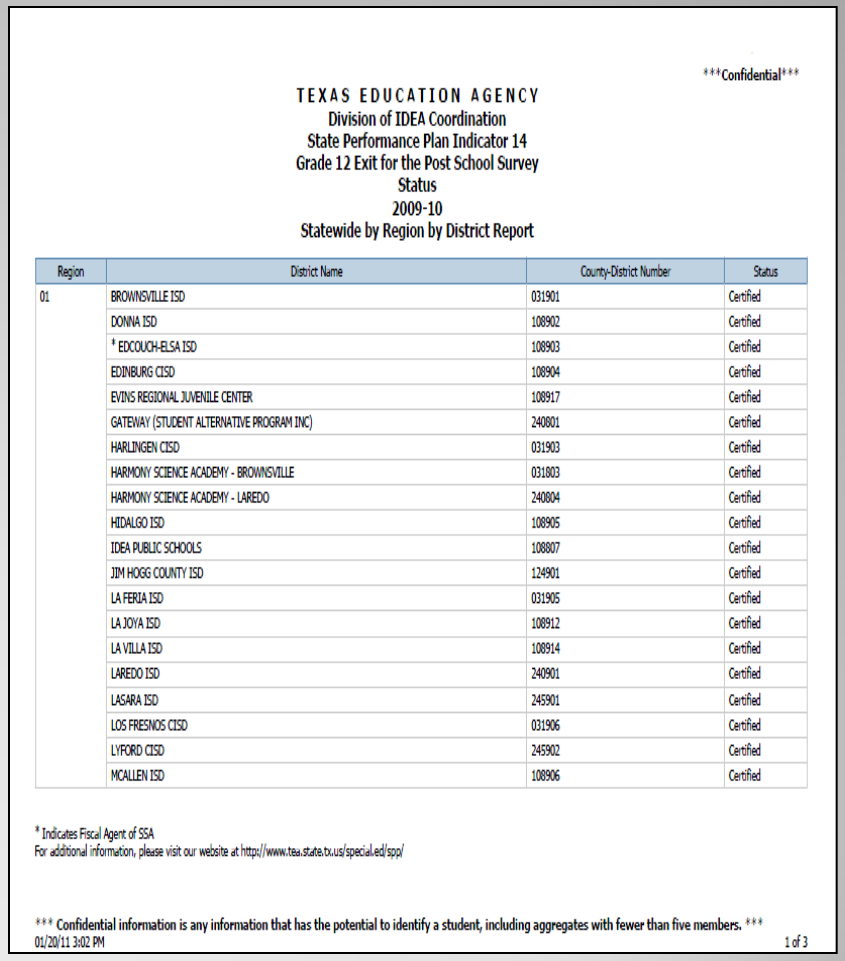
Ethnicity	Frequency	Percent
Not Applicable	0	0.00%
Two or more	142	1.13%
American Indian or Alaska Native	80	0.64%
Asian	92	0.73%
Black or African American	2,343	18.69%
Native Hawaiian/Other Pacific Islander	10	0.08%
White	4,982	39.74%
Hispanic/Latino	4,819	38.44%

ESC Viewer

Status:

Displays the status of districts for the SPP 14 Post-School Outcomes application for a particular school year

- Statewide by Region by District Report: View districts in region only



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TEXAS EDUCATION AGENCY
Division of IDEA Coordination
State Performance Plan Indicator 14
Grade 12 Exit for the Post School Survey
Status
2009-10
Statewide by Region by District Report

Region	District Name	County-District Number	Status
01	BROWNSVILLE ISD	031901	Certified
	DONNA ISD	108902	Certified
	* EDCOUCH-ELSA ISD	108903	Certified
	EDINBURG CISD	108904	Certified
	EVINS REGIONAL JUVENILE CENTER	108917	Certified
	GATEWAY (STUDENT ALTERNATIVE PROGRAM INC)	240801	Certified
	HARLINGEN CISD	031903	Certified
	HARMONY SCIENCE ACADEMY - BROWNSVILLE	031803	Certified
	HARMONY SCIENCE ACADEMY - LAREDO	240804	Certified
	HIDALGO ISD	108905	Certified
	IDEA PUBLIC SCHOOLS	108807	Certified
	JIM HOGG COUNTY ISD	124901	Certified
	LA FERIA ISD	031905	Certified
	LA JOYA ISD	108912	Certified
	LA VILLA ISD	108914	Certified
	LAREDO ISD	240901	Certified
	LASARA ISD	245901	Certified
	LOS FRESNOS CISD	031906	Certified
	LYFORD CISD	245902	Certified
	MCALLEN ISD	108906	Certified

* Indicates Fiscal Agent of SSA
For additional information, please visit our website at http://www.tea.state.tx.us/special.ed/spp/

*** Confidential information is any information that has the potential to identify a student, including aggregates with fewer than five members. ***
01/20/11 3:02 PM 1 of 3

Report Type: District Certifier

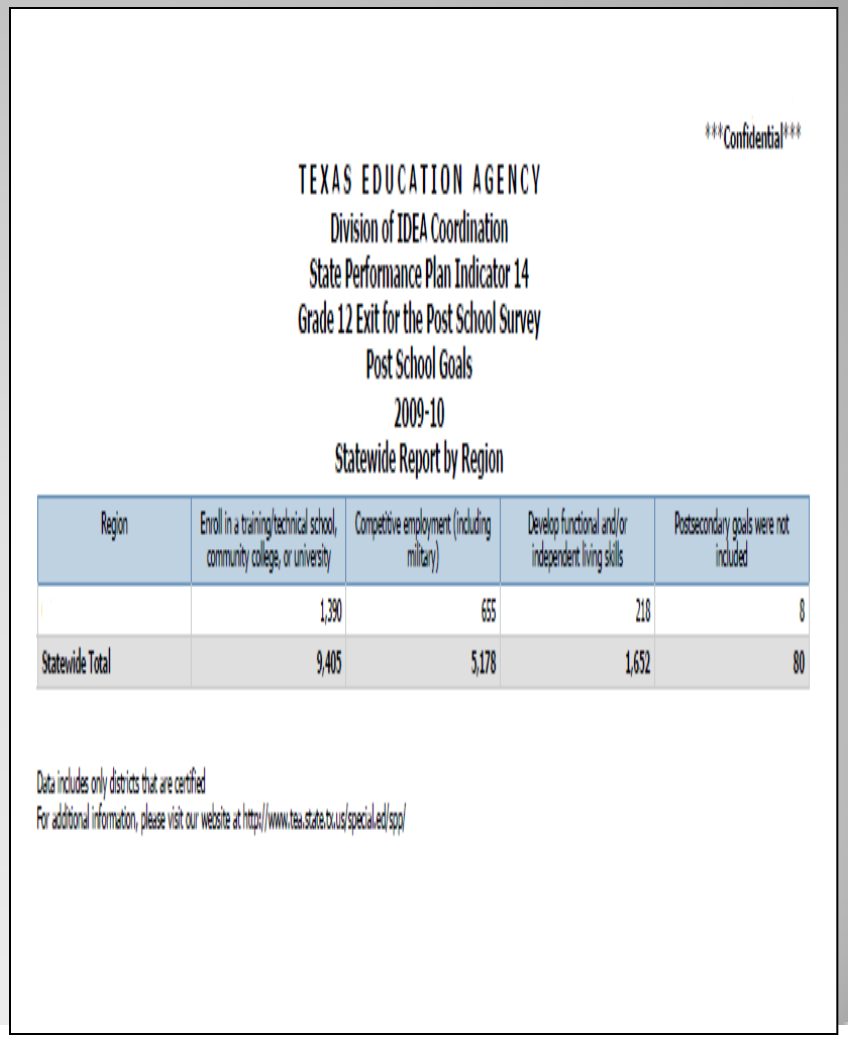
District Certifier: Report Types Available

- **Post-School Goals**
- **Manner in Which the Student Will Exit High School**
- **Demographics**

District Certifier

Post-School Goals: Displays the student counts entered in the SPP 14 Post-School Outcomes application for a particular school year

- Statewide Report by Region: View statewide and regional total.
- District Report: View own district
- Campus Report: View campuses in own district



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TEXAS EDUCATION AGENCY
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State Performance Plan Indicator 14
Grade 12 Exit for the Post School Survey
Post School Goals
2009-10
Statewide Report by Region

Region	Enroll in a training/technical school, community college, or university	Competitive employment (including military)	Develop functional and/or independent living skills	Postsecondary goals were not included
	1,390	655	218	8
Statewide Total	9,405	5,178	1,652	80

Data includes only districts that are certified
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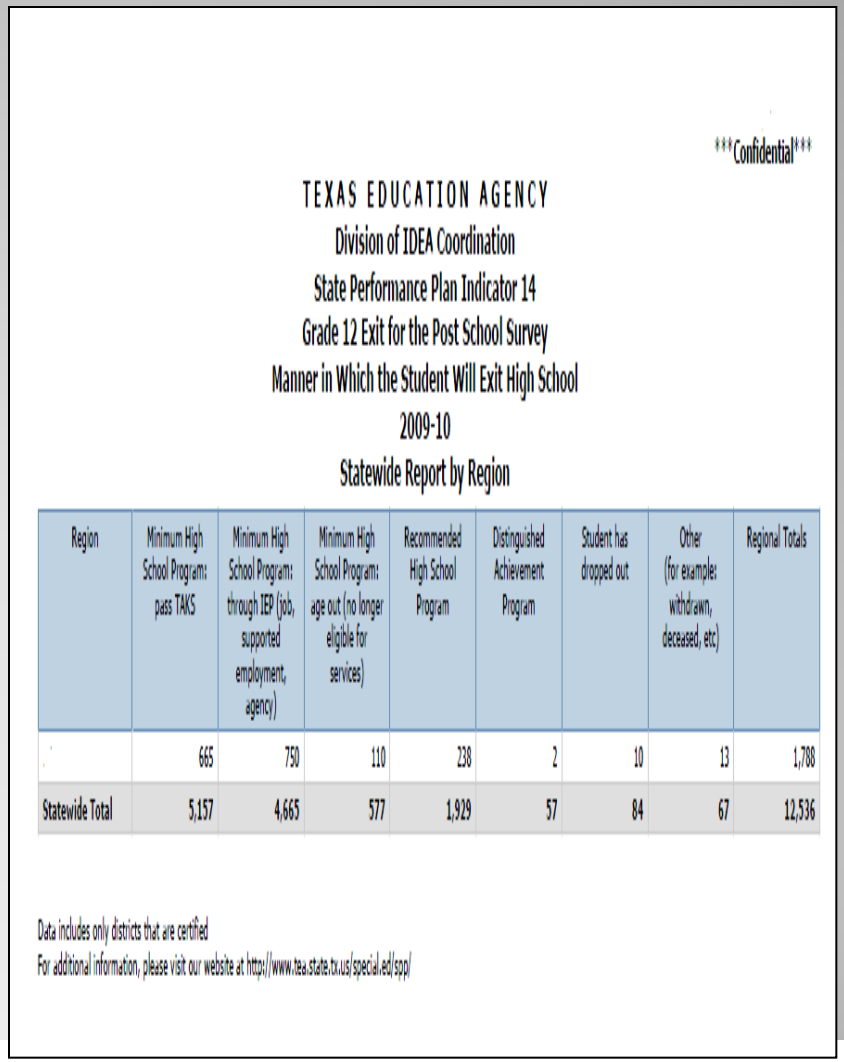
District Certifier

Manner in Which the Student Will Exit High School:

Displays the student counts entered in the SPP 14 Post-School Outcomes application for a particular school year

- Statewide Report by Region: View regional line and statewide total
- District Report: View own district.
- Campus Report : View campuses in district.



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TEXAS EDUCATION AGENCY
Division of IDEA Coordination
State Performance Plan Indicator 14
Grade 12 Exit for the Post School Survey
Manner in Which the Student Will Exit High School
2009-10
Statewide Report by Region

Region	Minimum High School Program: pass TAKS	Minimum High School Program: through IEP (job, supported employment, agency)	Minimum High School Program: age out (no longer eligible for services)	Recommended High School Program	Distinguished Achievement Program	Student has dropped out	Other (for example: withdrawn, deceased, etc)	Regional Totals
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Statewide Total	5,157	4,665	577	1,929	57	84	67	12,536

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District Certifier

Demographics:

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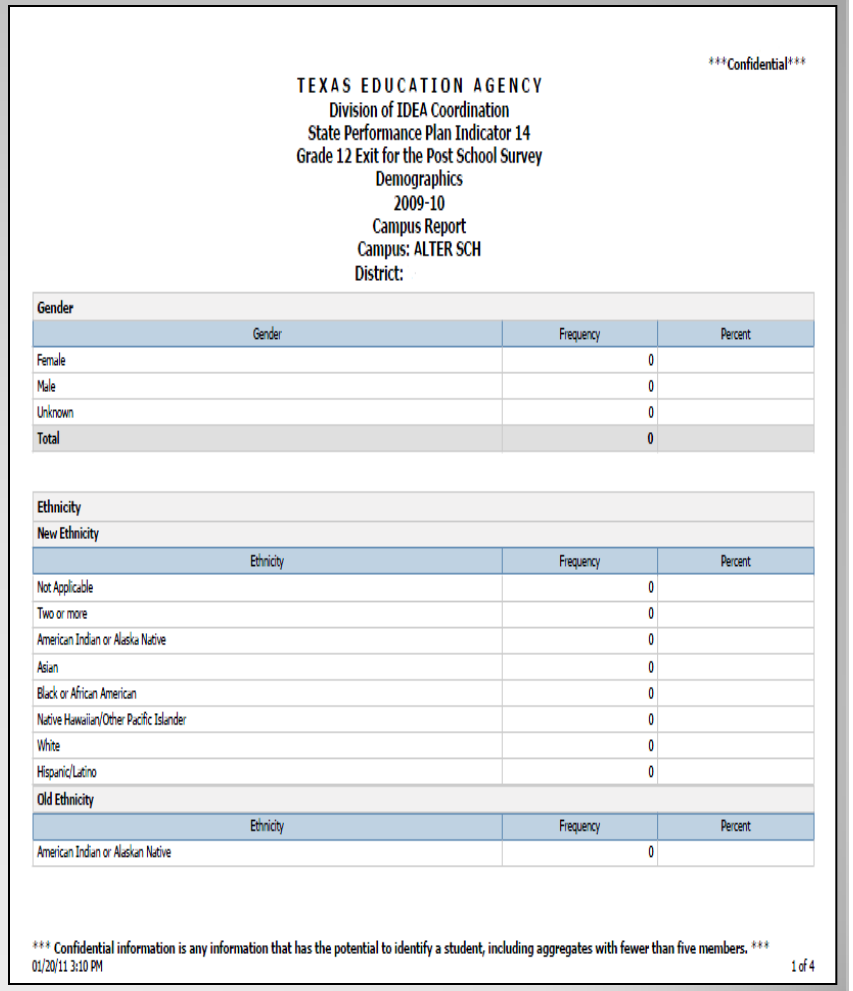
- District Report: View own district only.
- Campus Report: View campuses in district.



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TEXAS EDUCATION AGENCY
Division of IDEA Coordination
State Performance Plan Indicator 14
Grade 12 Exit for the Post School Survey
Demographics
2009-10
Campus Report
Campus: ALTER SCH
District:

Gender

Gender	Frequency	Percent
Female	0	
Male	0	
Unknown	0	
Total	**0**	

Ethnicity

New Ethnicity

Ethnicity	Frequency	Percent
Not Applicable	0	
Two or more	0	
American Indian or Alaska Native	0	
Asian	0	
Black or African American	0	
Native Hawaiian/Other Pacific Islander	0	
White	0	
Hispanic/Latino	0	

Old Ethnicity

Ethnicity	Frequency	Percent
American Indian or Alaskan Native	0	

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01/20/11 3:10 PM 1 of 4

Report Type: Data Entry Agent

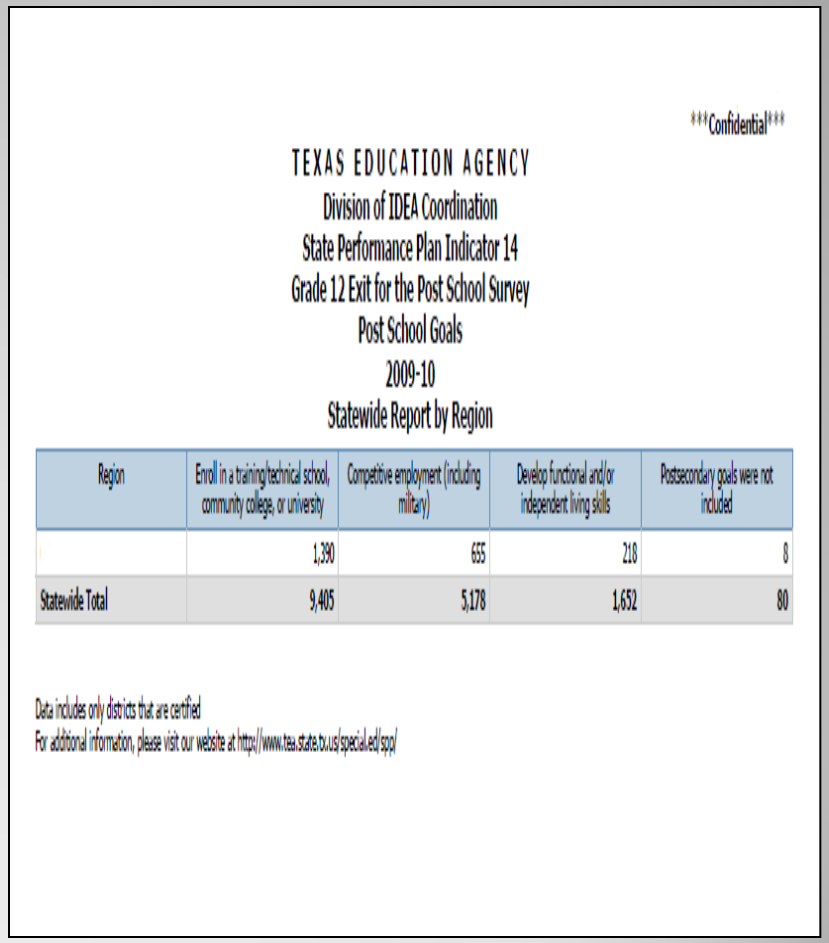
Data Entry Agent: Report Types Available

- **Post-School Goals**
- **Manner in Which the Student Will Exit High School**
- **Demographics**

Data Entry Agent

Post-School Goals: Displays the student counts entered in the SPP 14 Post-School Outcomes application for a particular school year

- Statewide Report by Region: View statewide total
- Campus Report: View campuses in district



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State Performance Plan Indicator 14
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Post School Goals
2009-10
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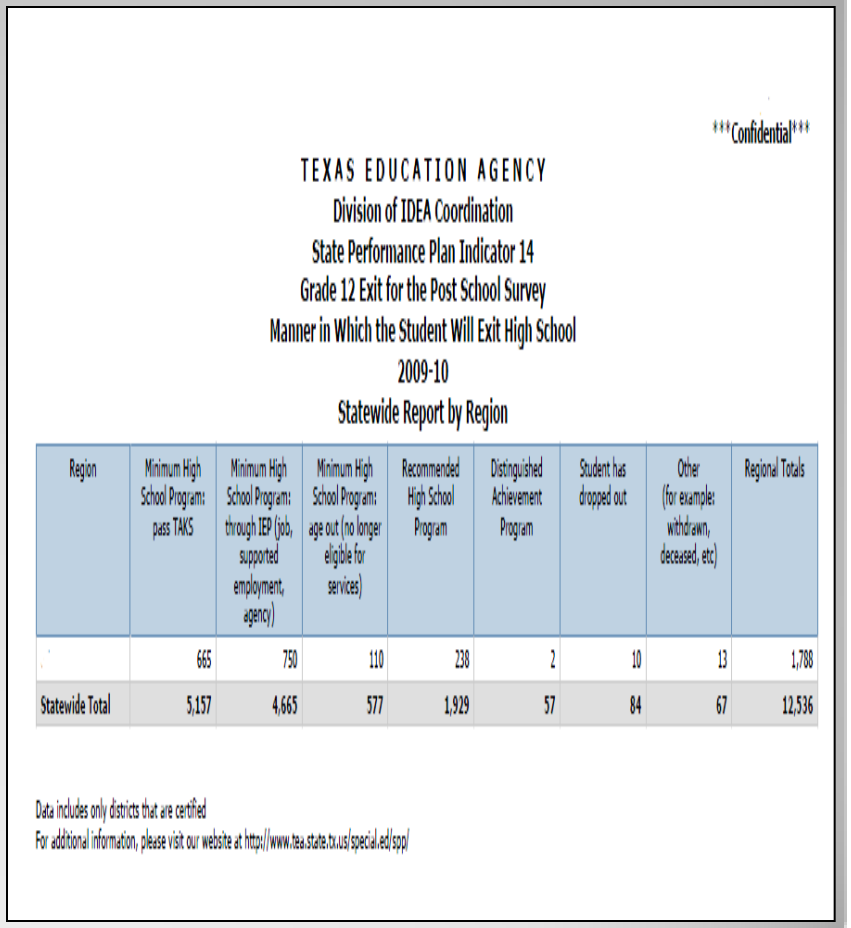
Data Entry Agent

Manner in Which the Student Will Exit High School:

Displays the student counts entered in the SPP 14 Post-School Outcomes application for a particular school year

- Statewide Report by Region: View regional line and statewide total
- Campus Report: View campuses in district



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TEXAS EDUCATION AGENCY
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State Performance Plan Indicator 14
Grade 12 Exit for the Post School Survey
Manner in Which the Student Will Exit High School
2009-10
Statewide Report by Region

Region	Minimum High School Program: pass TAKS	Minimum High School Program: through IEP (job, supported employment, agency)	Minimum High School Program: age out (no longer eligible for services)	Recommended High School Program	Distinguished Achievement Program	Student has dropped out	Other (for example: withdrawn, deceased, etc)	Regional Totals
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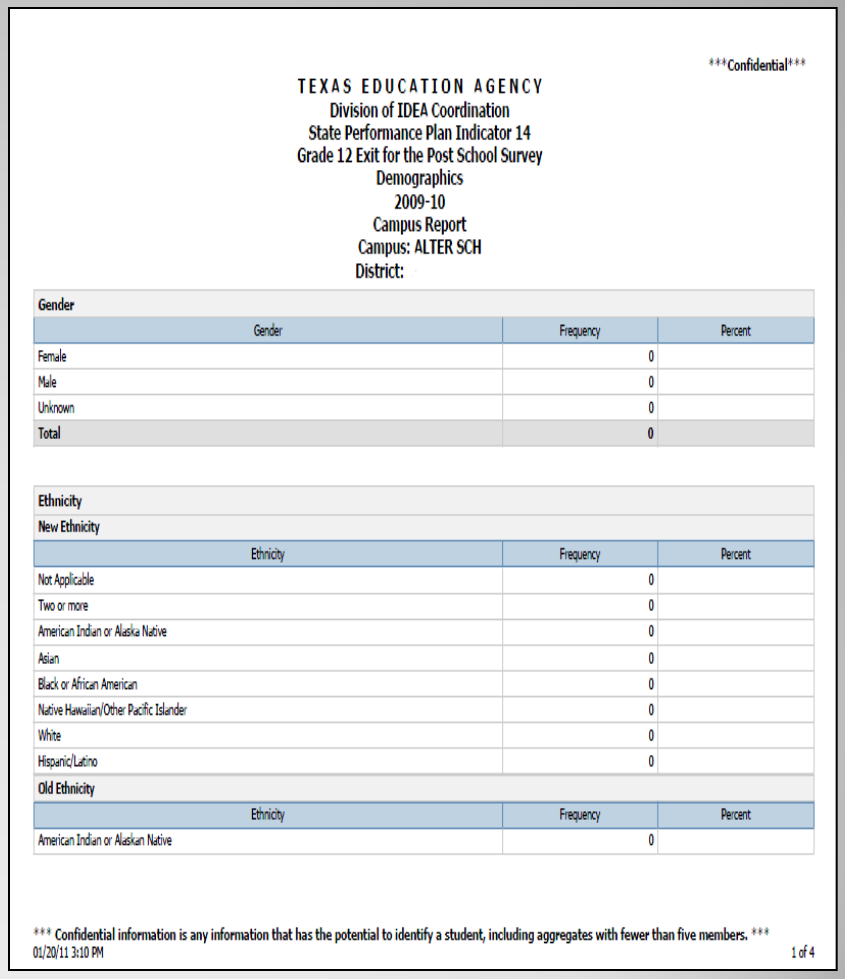
Data Entry Agent

Demographics:

Displays the student counts entered in the SPP 14 Post School Outcomes application for a particular school year

- Campus Report: View campuses in district



Confidential

TEXAS EDUCATION AGENCY
Division of IDEA Coordination
State Performance Plan Indicator 14
Grade 12 Exit for the Post School Survey
Demographics
2009-10
Campus Report
Campus: ALTER SCH
District:

Gender

Gender	Frequency	Percent
Female	0	
Male	0	
Unknown	0	
Total	**0**	

Ethnicity

New Ethnicity

Ethnicity	Frequency	Percent
Not Applicable	0	
Two or more	0	
American Indian or Alaska Native	0	
Asian	0	
Black or African American	0	
Native Hawaiian/Other Pacific Islander	0	
White	0	
Hispanic/Latino	0	

Old Ethnicity

Ethnicity	Frequency	Percent
American Indian or Alaskan Native	0	

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01/20/11 3:10 PM 1 of 4

Report Access

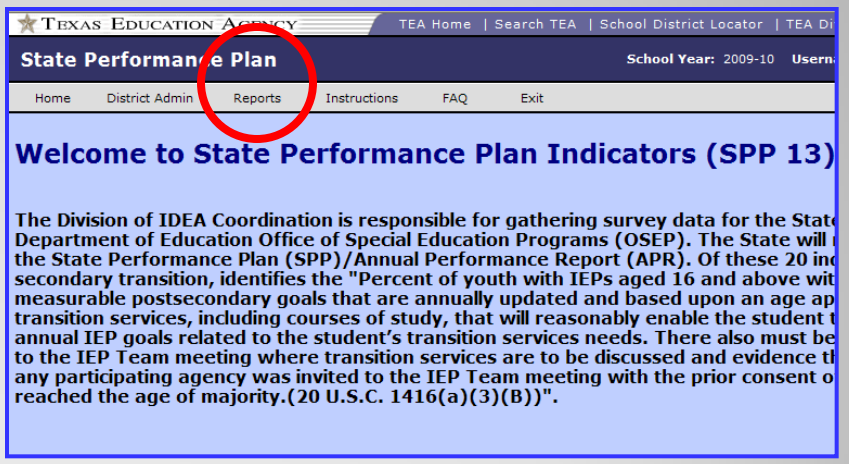
Accessing Reports: SPP 14

To access reports:

- **Log in to TEASE by using username and password**
- **Select SPP 14 from application list.**

Accessing Reports: SPP 14

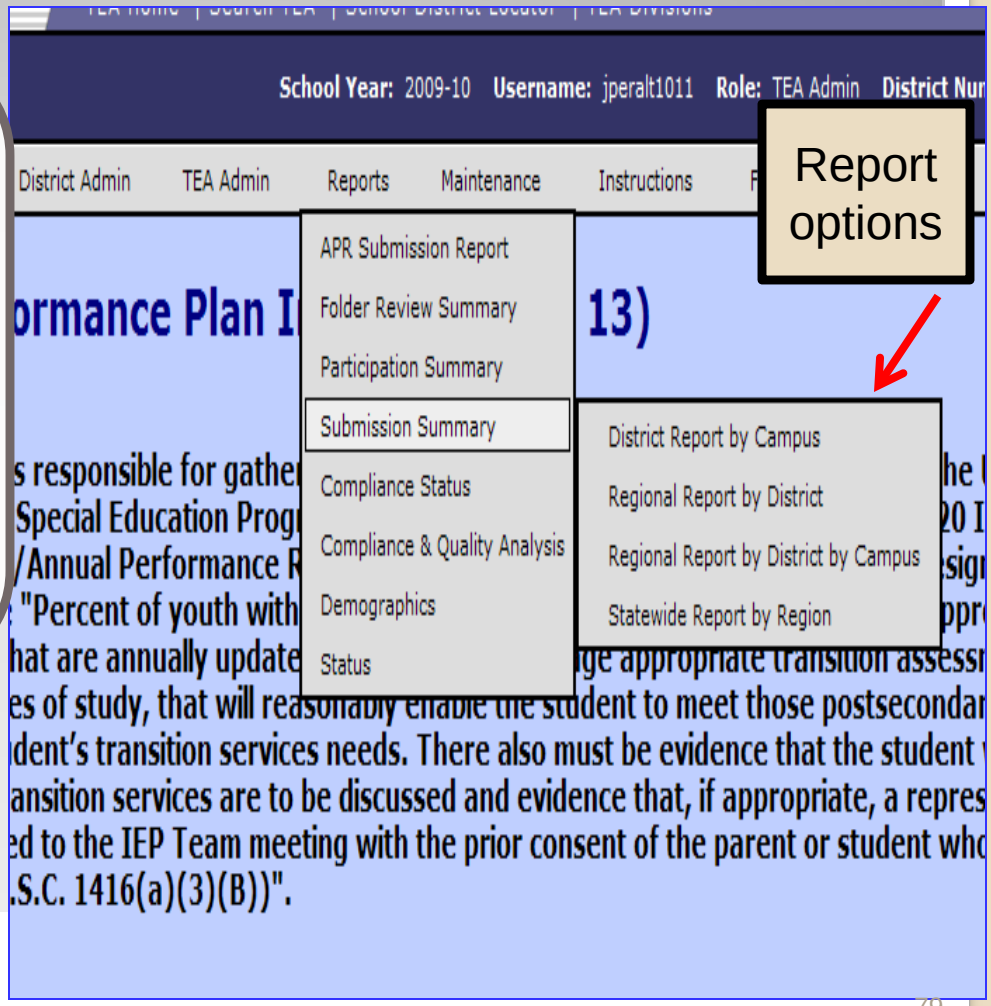
Select **Reports** tab on SPP 14 Home page.



Running Reports

Running a Report

Select the report you wish to run, then choose an option.

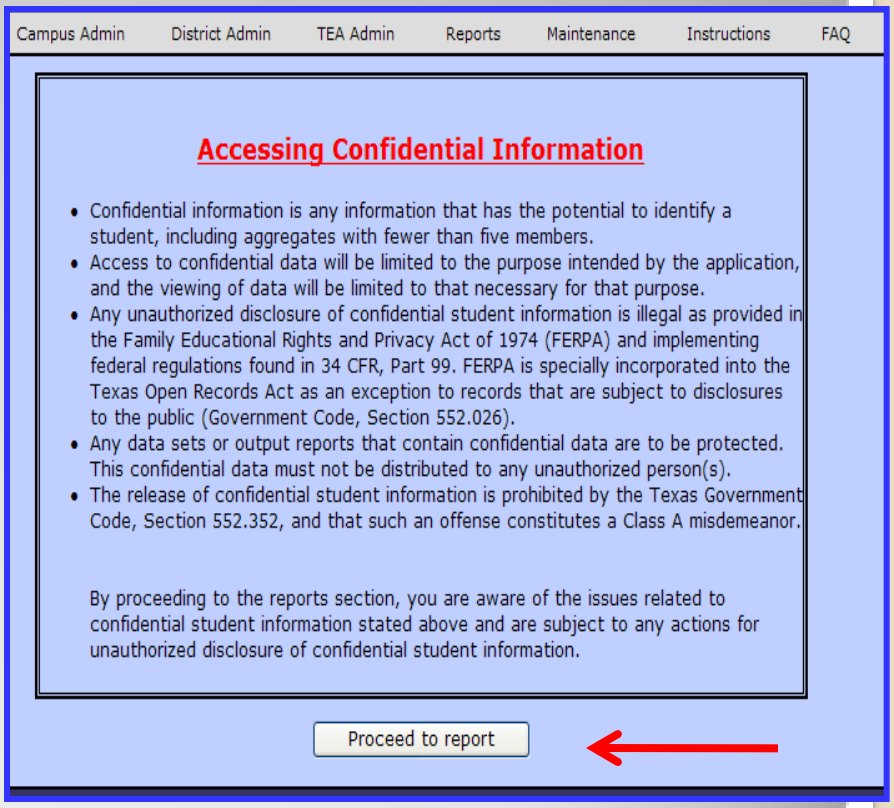


Confidential Information

The Confidential Information screen will appear once per day.

Key points to remember:

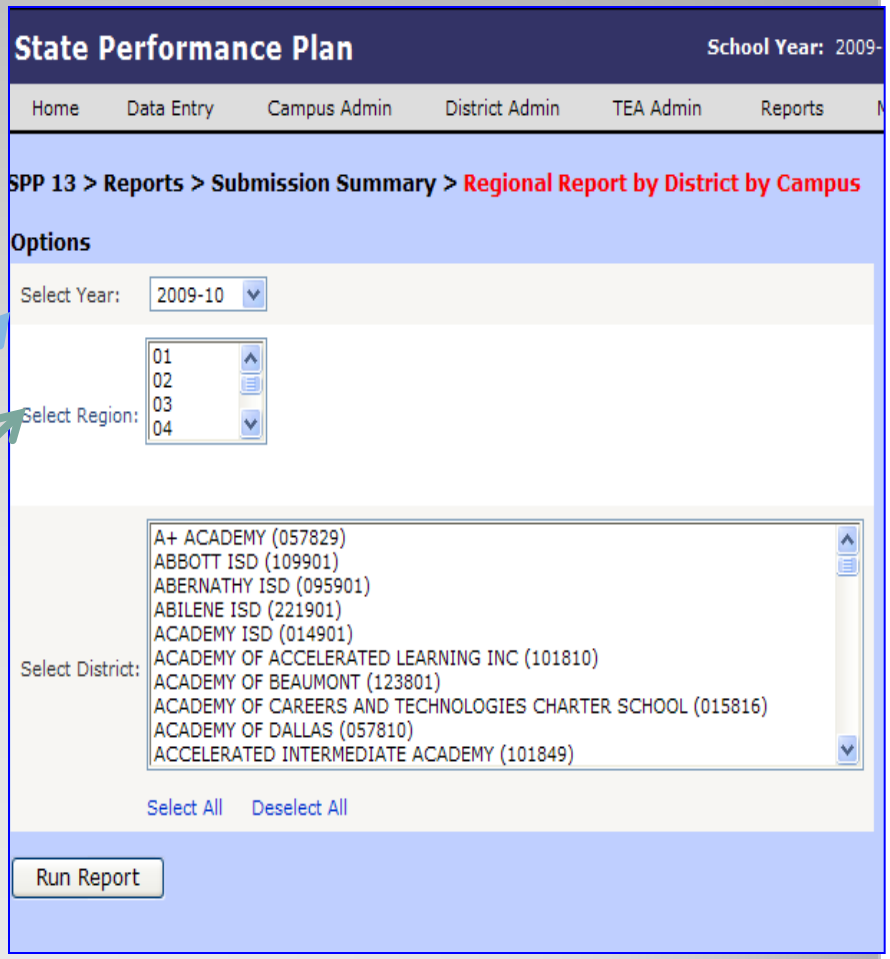
- The information being accessed is confidential.
- Follow proper procedures when accessing or distributing confidential reports.



Running a Report:

Report options for most reports are similar.

Filtering options



Report Features: Overview

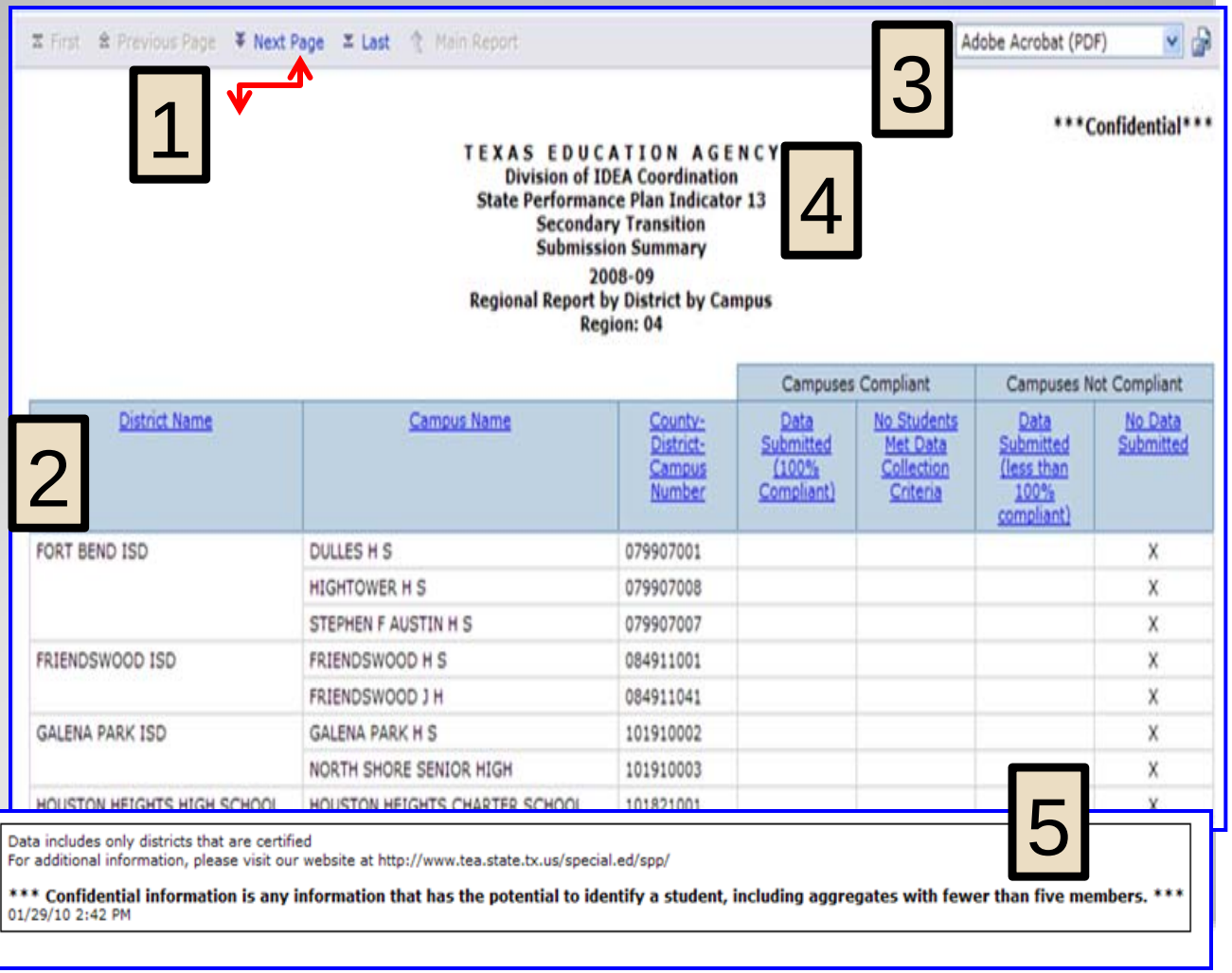
1 ***Page Navigation-*** Allows user to scroll through pages

2 ***Sorting Options-*** Alphabetically or numerically by using column hyperlinks

3 ***Printing options-*** Export to PDF or Excel Printing

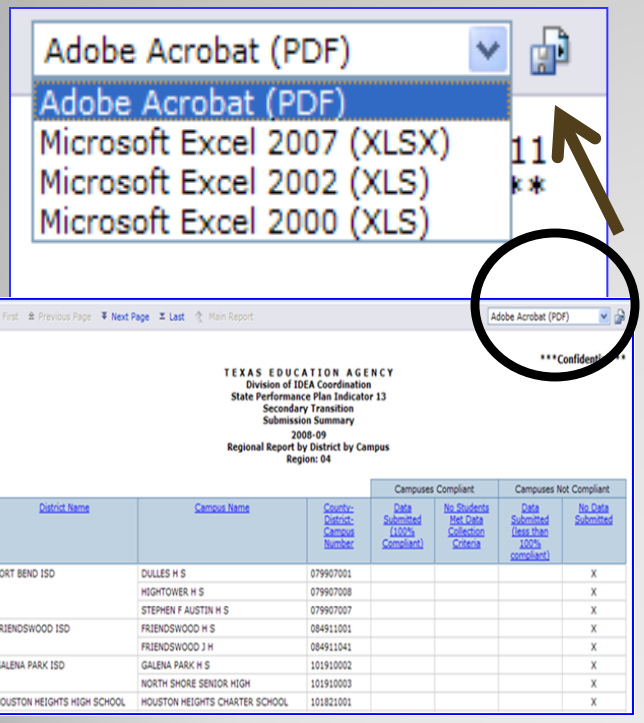
4 ***Header-*** Report type, level, & year

5 ***Footer-*** Date, additional info, & confidentiality message

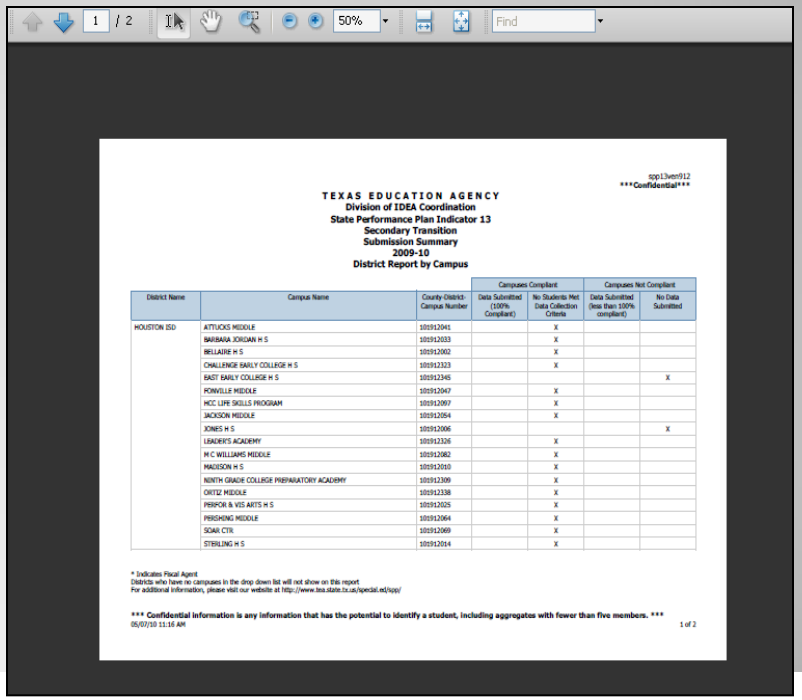


PDF: Printing and Saving

- Click print icon, choose PDF format from drop down.

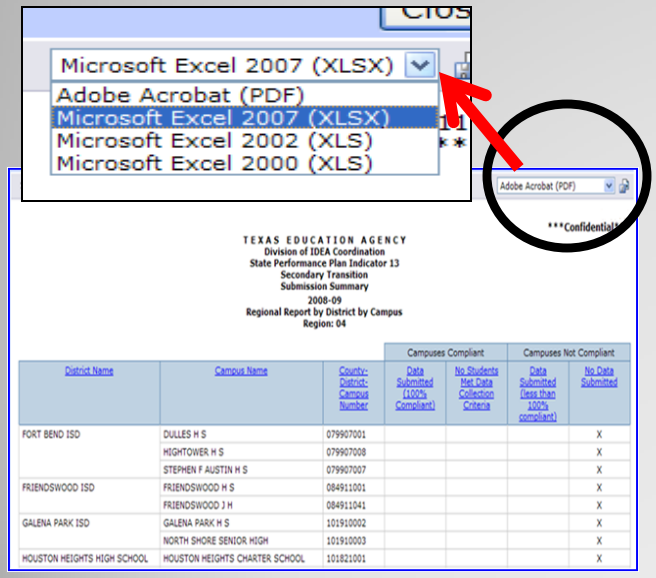


- PDF Format: Save, print, or scroll through multiple pages.

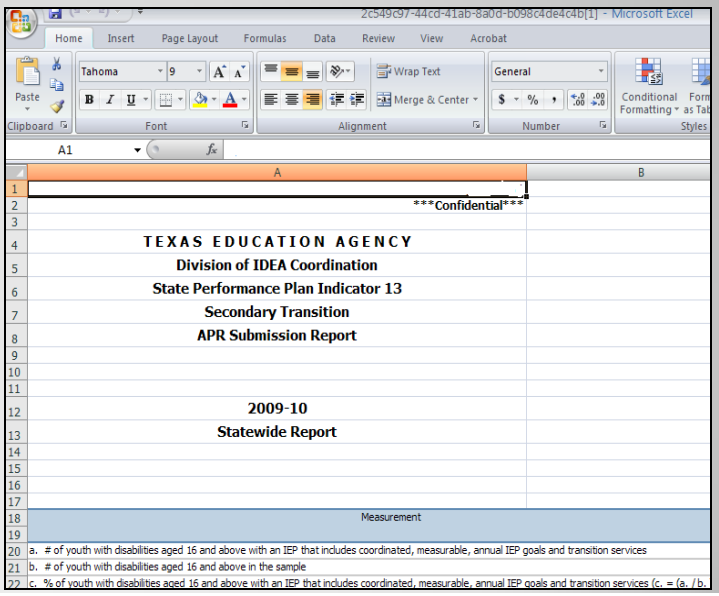


Excel Spreadsheet: Printing and Saving

- Click print icon, choose Excel format from drop down.

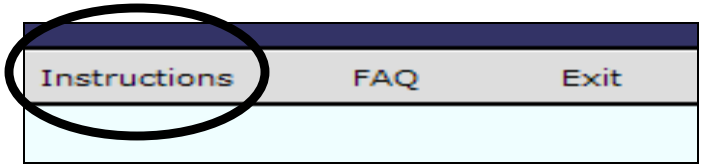


- Excel Format: Save, change format, and organize data to meet specific needs.



Resources

Help!



Click **Instructions** and **FAQ** tab for additional information about:

- Data collection process
- General instructions on SPP 14
- Additional technical assistance

Click the **Help** button for additional information about:

- Overview of online application roles
- Editing or deleting student data
- Certifying and returning data
- Scenarios
- Error messages

Additional Resources:

The TEASE Applications Reference:
http://www.tea.state.tx.us/index2.aspx?id=2684

For TEASE account troubleshooting:

computer.access@tea.state.tx.us

Request New TEASE User Account:

https://sequin.tea.state.tx.us/appsng/um/apply.aspx

Logon Page:

https://sequin.tea.state.tx.us/apps/logon.asp