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Bureau of Special Education FY'17 Memo #11

Date: October 10, 2016

To: Superintendents of Schools
Special Education Directors

From: Office of the Commissioner of Education

Division of Educational Improvement
Bureau of Special Education

RE: Deadline for Entering Data on Children Exiting Special Education
for Reporting Requirements

The New Hampshire Department of Education (NHDOE), Bureau of Special Education is required to report exiting information to the U.S. Department of Education, Office of Special Education Programs (OSEP) using Table 4: Report of Children with Disabilities Exiting Special Education by **October 1st**. New Hampshire is required to report only students ages 14-21 in Table 4. This exiting report is generated from district data entered into NHSEIS.

In NHSEIS, districts must report each student who was in special education at the start of the reporting period (July 1st), and who exited special education prior to the end of the reporting period (June 30th). The specific exiting categories and definitions are written below. **Please ensure data for July 1, 2015 – June 30, 2016 are consistent with these definitions and are entered into NHSEIS by October 12, 2016 to be included in the Federal Report Table 4.**

- (A) **Transferred to regular education.** Students who were served in special education at the start of the reporting period but at some point during that 12-month period returned to regular education. These are students who no longer have an IEP and are receiving all of their educational services from a regular education program. This includes, but is not limited to, children whose parents refuse special education services and children being home schooled by their parents.
- (B) **Graduated with regular high school diploma.** Students who exited an educational program through receipt of a high school diploma identical to that for which students without disabilities are eligible. These are students who met the same standards for graduation as those for students without disabilities.

- (C) Received a certificate.** Students who exited an educational program and received a certificate of completion, modified diploma, or some similar document and are no longer receiving special education services. This includes students who received a modified high school diploma but did not meet the same standards for graduation as those for students without disabilities. This includes students who have reached maximum age and who received a certificate. When a student reaches maximum age and received a certificate, the student should be reported in the exit category "Received a Certificate."
- (D) Reached maximum age.** Students who exited special education because of reaching the maximum age for receipt of special education services, including students with disabilities who reached the maximum age and did not receive a regular high school diploma or certificate.
- (E) Died.** Students who died.
- (F) Moved, known to be continuing.** Students who moved (out of the State or otherwise transferred to another district in State) and are KNOWN to be continuing in an educational program. There need not be evidence that the student is continuing in special education, only that he/she is continuing in an education program. This category includes students in residential drug/alcohol rehabilitation centers and State prisons.
- (G) Dropped out.** Students who were enrolled at the start of the reporting period (July 1st – June 30th), were not enrolled at the end of the reporting period, and did not exit special education through any of the other bases described. This category includes dropouts, runaways, expulsions, status unknown, students who moved and are not known to be continuing in another educational program, students who are truant, and other exiters from special education.

The Bureau of Special Education also uses the data reported in Federal Table 4 to generate the list of students who will be sent the Post School Outcomes Survey as part of Indicator 14 of the Special Education State Performance Plan (SPP). It is important to ensure you have all your exited student information accurately entered into NHSEIS by the September 28, 2016 deadline.

*Please do not report the student exiting special education if the student is attending a 5th year of high school and plans to graduate with a regular high school diploma. A student should not be reported as exiting from special education if the student is receiving compensatory education.

For more information, please contact Lisa Morrissette, Lisa.Morrissette@doe.nh.gov, (603) 271-3738.