



Exiting and Reporting Children from MTS GOLD

A Multi-Step Process

Department of Education – Bureau of Special Education Support

EXITING CHILDREN FROM MTS GOLD FOR OSEP REPORTING

- PART 1 – Overview of POM's
- PART 2 – OSEP Requirements
- PART 3 – Steps prior to exiting children from MTS GOLD
- PART 4 - Requesting OSEP Exit – Teacher
- PART 5 – Exiting Children from OSEP – Administrator
- PART 6 – Running the Federally Mandated OSEP Progress Report
- PART 7 – Sending the OSEP Report to the NHDOE

What is POMS?

- POMS is also known as Indicator 7 of the State Performance Plan (SPP) which reports the percent of preschool children with Individualized Education Programs (IEPs) who demonstrate improved:
 - Positive social-emotional skills (including social relationships); Outcome A
 - Acquisition and use of knowledge and skills (including early language/communication and early literacy); Outcome B and
 - Use of appropriate behaviors to meet their needs; Outcome C

What does the State Report to the Office of Special Education (OSEP)?

OSEP requires states to report on five categories of progress for each of the three child outcomes:

- a. Children who did not improve functioning.
- b. Children who improved functioning but not sufficient to move nearer to functioning comparable to same aged peers.
- c. Children who improved functioning to a level nearer to same aged peers but did not reach it.
- d. Children who improved functioning to reach a level comparable to same aged peers.
- e. Children who maintained functioning at a level comparable to same aged peers.

Summary Statement

OSEP requires states to report on two summary statements for each of the three child outcomes:

Summary Statement 1: Of the children who entered the program below age expectations in each Outcome, the percent of children who substantially increased their rate of growth by the time they exited the program.

$$(c+d)/(a+b+c+d)$$

Summary Statement 2: The percent of children who were functioning within age expectations in each Outcome by the time they exited the program.

$$(d+e)/(a+b+c+d+e)$$

Why do we conduct POMS?

- The purpose of collecting and reporting POM's data is to assist with program and service improvement efforts at the federal, state and local levels.
- While POMS is a federal requirement, it also provides important information to teachers, IEP Teams, school districts and the state. In New Hampshire, the purpose of NH POMS is not only for federal reporting purposes, ***but also to use*** the results at the IEP Team/child level, district and state levels in order to improve services for promoting child success.

Who is Assessed?

- All identified preschool children are assessed for POMS regardless of:
 - disability category;
 - whether they attend a district operated program;
 - receive therapy only services; such as drop-in speech; or
 - receive services within their home, a public school or attend a community preschool program or child care facility.
- While POMS is only required to be conducted with children identified for preschool special education, districts can also use the assessment for children without disabilities attending district operated preschool programs. However, that data would not be included in the federal reporting.

How do NH Districts Measure Preschool Outcomes?

New Hampshire permits districts to choose one of two tools for the purpose of the POMS assessment:

- Brookes Publishing – Assessment, Evaluation, and Programming System - (AEPSi)
- Teaching Strategies – TS GOLD

Important Steps Prior to Exiting Children from MTS GOLD

- ➡ A. CHILD PROFILE PAGE
- ➡ B. CHECKPOINT UPDATE
- ➡ C. FINALIZATION OF REQUIRED DATA

Prior to Exiting Children from MTS Gold?

- Begin verifying their preschool special education records now in preparation for New Hampshire's Exit reporting.
- Verify that the number of children reflected in your OSEP Federally Mandated Report matches the actual number of preschoolers on an IEP who received at least six months of special education services and experienced any of the following:
 - a) Transitioned to kindergarten (even if they will remain on an IEP in kindergarten)
 - b) Children discharged preschool special education because they were no longer eligible
 - c) Moved to a different program/district/state and you do not know when they will re-enroll or whether they will continue on an IEP in the new location.

Note: I will be sending an email to all administrators in May requesting the number of children that will be Exiting your program this year.

A. CHILD PROFILE PAGE

- Select Class –
 - select the class from the drop down menu
- Class Details –
 - select the Age or Class/Grade
 - enter First Day in Program – **Start date of IEP**
- Child Details –
 - First Name
 - Last Name
 - Gender
 - Birth Date
 - Primary Language
 - Ethnicity Level 1
 - Race Level 1
 - Student ID – **enter the child's SASID number**

A. CHILD PROFILE PAGE – continued

- Funding Source
 - Select **Part B section 619**
- Custom Funding Sources –
 - What district is responsible for the child with an IEP for IDEA reporting purposes – **type in the name of your district**
- **IEP – **select yes if child is identified (see below)**
- What date will this child begin to receive IEP services? – **Start date of first IEP**

A. CHILD PROFILE PAGE - continued

- Preschool Entry Assessment Tool – **This is POMS specific** – Use Teaching Strategies Gold but it may be AEPSI if the child moved in from a district using that assessment. Use the menu bar to select the appropriate assessment.
- Preschool Exit Tool - **This is POMS specific** – Teaching Strategies Gold
- Free and Reduced Lunch – leave as Unknown
- Assess this child using the Spanish Language and Literacy Objectives? – If the child does not speak Spanish - **select No** (unless they speak Spanish)
- Custom Questions-
 - What school district is the child located in? – **type in your district name.**
- Click on **SAVE**

B. CHECKPOINT UPDATE

- On the Child Profile page be sure to update the Checkpoint Period Setting.
 - ***This must be done for each Checkpoint assessment period.***
- Scroll down to the bottom of the page
- Click on Checkpoint Period Settings
- When the grid appears make sure all areas are filled in. (Usually the Funding Source and or district column will be blank).
- If blank – click on update - ***toggle the Part B Section 619 and District name***
- Click **Save**
- Click **SAVE** at the bottom of the child Profile page to update the child record.

C. FINALIZATION OF REQUIRED DATA

- Sections must be fully completed and finalized in order for data to be retrieved.
- The following sections are required for POMS reporting:
 - Social-Emotional
 - Physical
 - Language
 - Cognitive
 - Literacy
 - Mathematics
- **ALL SECTIONS MUST BE FINALIZED INDIVIDUALLY AT THE ASSESSMENT SECTION**
 - Green check marks will indicate finalization

Exiting Children From the System

Exiting the Child from the System – EXIT Children OSEP

After login at your initials – select:

- Children from the top navigation menu (1).
- Exit Children from OSEP (2).
- The program and site for the child records you want to exit (3).
- Choose to include only child records that have an OSEP exit or transition request (4).
- Select Submit (5).

The screenshot displays the 'MyTeachingStrategies' web application interface. The top navigation bar includes 'Programs', 'Sites', 'Users', 'Classes', 'Children' (highlighted with a red box and a red circle with the number 1), 'Goals', 'License Settings', and 'Messages'. On the left sidebar, under the 'Children' section, 'Exit Children from OSEP' is highlighted with a red box and a red circle with the number 2. The main content area is titled 'Manage Children' and 'Exit Children from OSEP'. It contains a form with the following fields: 'Site' (dropdown menu with 'Site A' selected), 'Primary Teacher' (dropdown menu with 'Beth Akers' selected), and 'Class' (dropdown menu with 'Pre-School' selected). These three fields are grouped by a red box and a red circle with the number 3. Below these fields is a checkbox labeled 'Include only children who have a pending OSEP exit request from a teacher.' which is checked and highlighted with a red box and a red circle with the number 4. On the right side, there is a 'Filter Summary' section showing the selected values: 'Site: Site A', 'Primary Teacher: Beth Akers', and 'Class: Pre-School'. At the bottom right, a 'Submit' button is highlighted with a red box and a red circle with the number 5.

EXIT Children OSEP Continued

On the Request OSEP Exit page review each child's information:

Child	IEP/IFSP Entry Date	Exit Date	Days Receiving OSEP Services	IEP/ISFP Entry Tool	Exit Tool	Exit Reason	Status	<input type="checkbox"/>
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- IEP/ISFP Entry Date
- Enter the Exit Date for the –that will automatically calculate the number of days the child(ren) was receiving OSEP services
- Check IEP/IFSP Entry Tool–this will be *TS GOLD* in most cases –but there may be a few AEPSi
- Add Exit Tool–this will be *TS GOLD*
- Add Exit Reason–in most cases this will be *Transition to Preschool/Kindergarten~* but it could also be *Staffed Out/No Longer Receiving Services* or *Moved Out of Program/District*
- Check the box to the far right of the child(ren) you would like to exit –scroll down and in the menu box click on Check Eligibility and Submit
- The Status column –will now tell you the status of the request.

Exit Children OSEP Continued

- If all selected child records are eligible to exit, a "Success!" message will appear at the top of the screen (1) and the statuses will change to "Eligible for Exit" (2).
- ***If not***, the message will state which child records are not eligible, and their statuses will state why they are not eligible.
 - Child records with a status of "No Entry Data" do not have sufficient finalized checkpoint ratings for their entry checkpoint period.
 - Child records with a status of "No Exit Data" do not have sufficient finalized checkpoint ratings for their exit checkpoint period.
 - Child records with a status of "No Entry and Exit Data" do not have sufficient finalized checkpoint ratings for their entry and exit checkpoint periods.
- To attempt to exit or transition child records on IEPs, select any child records with a status of "Eligible for Exit" or "Exit Requested" (3).
- Select Request Exit (4).
- Select Submit (5).

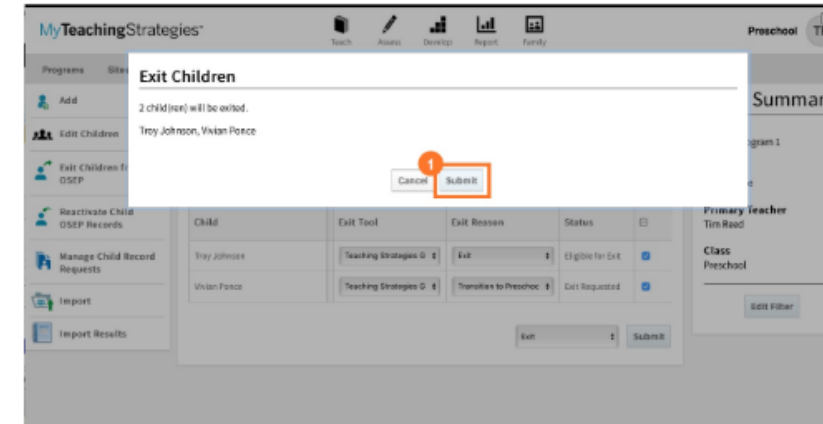
The screenshot shows the 'My Teaching Strategies' web application. The main heading is 'Manage Children'. Below it, there's a section 'Exit Children from OSEP'. A green success message box (1) states: 'Success! Your eligibility check was successful for Troy Johnson. Please check the status column to review the exit eligibility of the child.' Below this, there's a 'View:' dropdown set to 'All children receiving OSEP services'. A table (3) lists children with columns for 'Child', 'Exit Tool', 'Exit Reason', and 'Status'. The table has two rows: 'Troy Johnson' with 'Teaching Strategies Q' and 'Exit', and 'Vivian Perez' with 'Teaching Strategies Q' and 'Transition to Preschool'. The 'Status' column shows 'Eligible for Exit' for Troy and 'Exit Requested' for Vivian. To the right of the table is a 'Filter Summary' sidebar showing 'Program: B3 Test Program 1', 'Site: Default Site', 'Primary Teacher: Tim Rood', and 'Class: Preschool'. At the bottom of the table, there are two buttons: 'Exit' (4) and 'Submit' (5).

Child	Exit Tool	Exit Reason	Status
Troy Johnson	Teaching Strategies Q	Exit	Eligible for Exit
Vivian Perez	Teaching Strategies Q	Transition to Preschool	Exit Requested

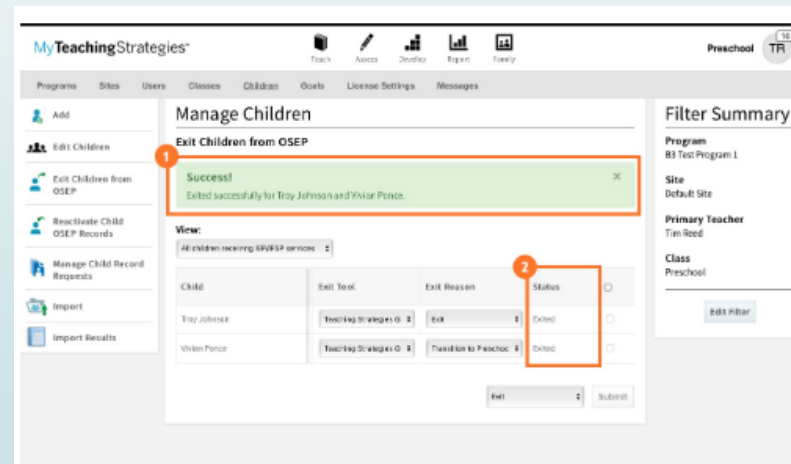
Exit Children OSEP Continued

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- Select Submit to verify the exit (1).



- A "Success!" message will appear at the top of the screen (1) and the statuses will change to Exited for all eligible child records (2). The message will list any child records that are not eligible, and their statuses will state why they are not eligible.

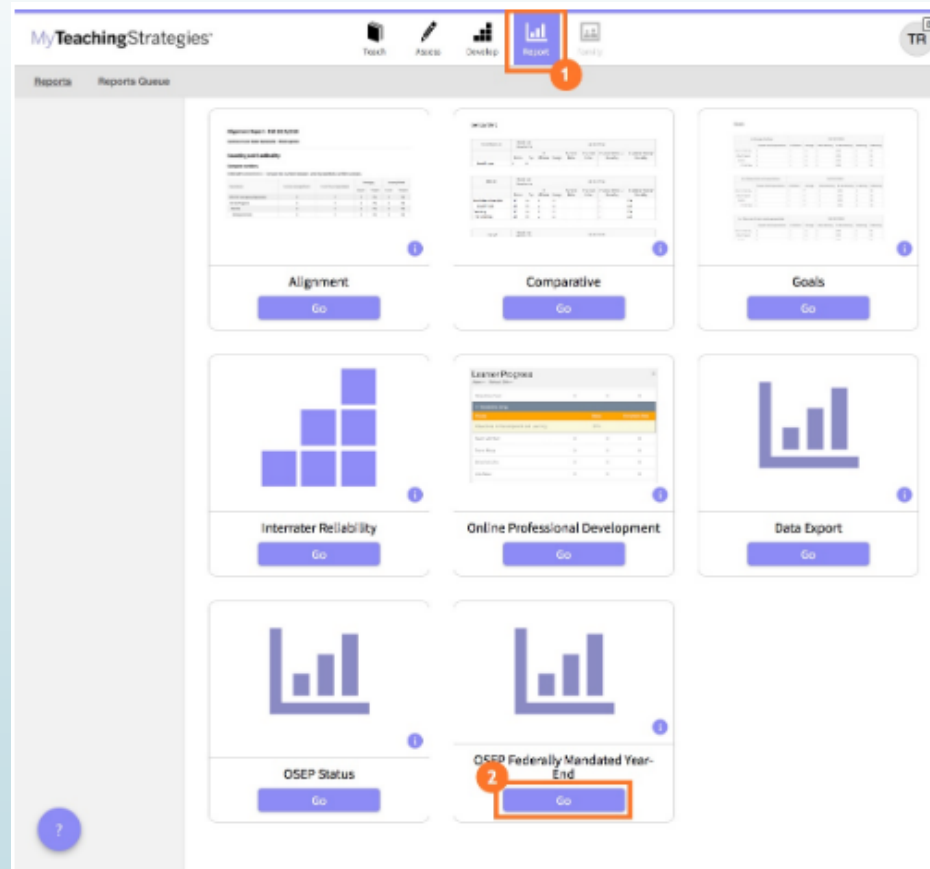


- You will now be able to view the entry and exit outcome scores for successfully exited or transitioned child records on the OSEP Status Report and, if they meet the reporting criteria, the OSEP Federally Mandated Year-End Report. IMPORTANT NOTE: The Federally Mandated Year-End Report takes 24 hours to appear after submission.

Generate OSEP Federally Mandated Year End Exit Report

To generate an OSEP Federally Mandated Year-End Report:

- In the Report area (1) select Go on the OSEP Federally Mandated Year-End Report tile (2).



Program Level Report:

- Select OSEP Program Level Mandated Report from the left-hand navigation (1).
- In Exit Date Range, the report will default to dates for the current school year. (July 1, 20XX – June 30, 20XX)
- Select Generate Report
- Report output will include:
 - a breakdown of the child demographic information included in the report criteria
 - Total number of children exiting
 - Number of children functioning at each ECO Recommended Expanded Category for each outcome (1), and
 - the percentage of children functioning at each Summary Statement for each outcome (2).

OSEP Federally Mandated Year-End Report (Program Level)

Preschool Special Education Outcomes

Report Criteria	
Exit Dates Between	07/01/2017 - 06/30/2018
Include Archived Children	No
Genders	All
Primary Languages	All
Races	All
Ethnicities	All
Funding Sources	All
Report Generated On	05/03/2018

General	
Number of Children	1
Number of Classes	1
Number of Schools/Centers	1

Primary Language Spoken	
English	1 100.0%

Funding Sources (number of times checked)	

Gender	
Female	1 100.0%

Race	
White	1 100.0%

Ethnicity	
Not Spanish/Hispanic/Latino	1 100.0%

Class Levels	
Preschool/3 class/grade	1 100.0%

The following table summarizes the child outcomes of this group of children.

Outcome 1: Positive social-emotional skills (including social relationships)

ECO Recommended Expanded Categories	Number of Children	Percent of Children
a. Children who did not improve functioning	0	0.0%
b. Children who improved functioning, but not sufficiently to move nearer to functioning comparable to same-aged peers	0	0.0%
c. Children who improved functioning to a level nearer to same-aged peers but did not reach it	2	66.7%
d. Children who improved functioning to reach a level comparable to same-aged peers	0	0.0%
e. Children who maintained functioning at a level comparable to same-aged peers	1	33.3%
Totals	3	100.0%

Summary Statements

Of those children who entered the program below age expectations in each Outcome, the percent who substantially increased their rate of growth by the time they exited the program.	100.0%
The percent of children who were functioning within age expectations in each Outcome by the time they exited the program.	33.3%

HOW TO GET THE OSEP REPORT TO NHED

1. All districts must complete a desk audit of all data and ensure the report is completed by June 15, 2023.

*BE SURE TO SAVE THE REPORT FOR YOUR RECORDS

2. Between June 15-30 NH ED will pull all district reports from Teaching Strategies and will be in contact with districts if there are questions.

Any questions contact:

Krishna Dubreuil – Krisha.A.Dubreuil@doe.nh.gov or 603-271-3301

PLEASE BEGIN THIS PROCESS EARLY~ IF THERE ARE PROBLEMS WITH THE REPORT THERE MUST BE TIME TO TROUBLESHOOT AND CORRECT THE PROBLEM.

Resources from MyTeachingStrategies

- [MyTeachingStrategies Resource Portal](#)
- A step-by-step guide for completing OSEP exits in MyTeachingStrategies® can be found in this article, [How do I request an OSEP exit or transition in MyTeachingStrategies®?](#)
- A detailed video walking through the OSEP exit process can be found at: [Video: Using the GOLD® OSEP Features and Reports in MyTeachingStrategies®.](#)
- Visit the [Tips for Using OSEP Features and Reports in MyTeachingStrategies®](#) webpage for additional information on OSEP exits, including:
 - What is OSEP?
 - Adding an IEP or IFSP Entry Date and Entry and Exit Tools to a Child Record
 - Assigning Administrators as OSEP Contacts