Understanding Student Record: Student Record Events

Special Education Services and Supports
Georgia Department of Education
What is Student Record (SR)?

The Student Record data collection is the single largest data collection process conducted by GADOE.

The Student Record collects data on the instructional services provided to students by the local school system throughout the regular school year.
Student Record: Cumulative Data for a School Year

System
School
Student
Enrollment
Program
Special Education

Student Record Errors and Warnings look for consistency between these files.
Student Record Resources

Data Collections and Reporting

Data Collection Documentation
- Certified/Classified Personnel Information (CPI)
- End of Pathway Assessment (EOPA)
- Free/Reduced Price Meal Eligibility
- Full-Time Equivalent (FTE) / FTE Data Survey
- GUIDE (Georgia Unique Identifier for Education)
- Pre-ID Labels
- Private School
- Student Class
- Student Record
- Presentations, Webinars, and Miscellaneous Documentation
- Summary of Transmission Dates
Accessing Student Record (SR)

You must have a GADOE portal account and be provisioned to access the Student Record Application.

Select Data Collection, Student Record, the current year and your district.
FY20 Student Record Resources

FY2020 Student Record Resources

Student Record collects data on the instructional services provided to students by the local school system throughout the regular school year. The Student Record data collection is the single largest data collection process conducted by the GaDOE.

General Information
- Student Record Data Element Detail (Updated 2/4/2020)
- Special Education Guidelines
- Student Record Transmission Dates (Updated 9/4/2019)

Related Information
- GNETS FAQ
- Place of Birth Codes
- Student Record Checklist (Updated 1/15/2020)
- Student Support Teams (SST)
- Student Safety - Discipline Matrix (added 10/4/2019)

Prior year Student Record resources

These resources are in the portal SR application
Student Record Signoff Deadline

The official STATE deadline is:

June 15, 2021

SR signoff is one of the data elements included when calculating Timely and Accurate Data
Understanding Special Education Events

- Student Record (SR) requires that you report dates of various special education events for each child
- The process is sequential
- SR events/dates are sequential (mostly)

Understanding the special education process (rules, requirements) will help you understand the Student Record reporting process
### Special Education Events

<table>
<thead>
<tr>
<th>EVENT ‘01’</th>
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<tr>
<td>• Babies Can’t Wait (BCW) Referral Date</td>
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<thead>
<tr>
<th>EVENT ‘02’</th>
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<tr>
<td>• Initial Parent Consent for Evaluation (PCE) – date PCE is received by any LEA personnel</td>
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<tr>
<th>EVENT ‘03’</th>
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<td>• Initial Evaluation – date evaluation was completed</td>
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<th>EVENT ‘04’</th>
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<td>• Initial Eligibility Determination – date of the meeting</td>
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<tr>
<th>EVENT ‘05’</th>
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<tr>
<td>• Initial IEP/BCW Transition Meeting – date of the meeting</td>
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Special Education Events

EVENT '06'

• Initiation of Special Education Services; date services begin in GA

EVENT '07'

• IEP Annual Review; date of the meeting

EVENT '08'

• Reevaluation; report the date the reevaluation process is complete
EVENT ‘08’

• Completion of the Reevaluation
  • The date is reported when:
    • A team determines during a review of existing data (reevaluation data review) that no evaluations are needed for ANY reason (the reevaluation process is thus completed so the date of the reevaluation data review is the completion of reevaluation)
    • OR after a review of existing data concludes that evaluation is needed for eligibility purposes, the new eligibility meeting is held (the reevaluation process is thus completed with the new eligibility, so the date of the new eligibility is the completion of reevaluation)
    • OR after a review of existing data concludes that evaluation is needed for IEP purposes, the IEP meeting is held that addresses the last evaluation report (the reevaluation process is thus completed with the IEP addressing the last evaluation report completed so the date of that IEP meeting is the completion of reevaluation)
Additional Notes about Reevaluation

• Formal assessments should not be completed prior to the Reevaluation Data Review.

• The IEP that reviews the results of evaluation would not be dated the same as the Reevaluation Data Review that requested the evaluation.

• A dismissal from special education should NEVER be done through a Reevaluation Data Review.
**Special Education Events**

**EVENT ‘09’**
- Special Education Exit as No Longer Eligible – date of the meeting determining ineligibility

**EVENT ’10’**
- Parent Revocation of Consent – date parent revokes consent
EVENT ‘09’

• ‘09’: Exit code when a student is no longer eligible for special education services and reflects the last date of service and the same date as EVENT ‘08’

• If a student with a disability withdraws and also reports a Special Education exit EVENT ‘09’, the withdrawal date must be after the event date reported for exit EVENT ‘09’.

Remember: Students must be evaluated prior to being determined ineligible.

Evaluated In...Evaluated Out
EVENT ‘10’

• ‘10’: Exit code when parent revokes consent for special education services; reflects the last date of services

• If a student with a disability withdraws and also reports a Special Education Exit EVENT ‘10’, the withdrawal date must be after the event date reported for exit EVENT ‘10’.
Provision of Prior Written Notice

• Provision of Prior Written Notice (PWN)
  • required of any action being proposed or actions the LEA refuses to initiate
  • must occur within a reasonable time

• PWN when a revocation occurs provides information for the parent regarding services that will be eliminated
  • These services may include special transportation, other related services, service and benefits from other public and private programs, testing accommodations, provision of assistive technology, considerations for high school students of the impact on graduation requirements or diploma options.)
PWN for Revocation of Consent

• A description of the action being proposed (revocation) and an explanation of why the action is occurring

• A description of each piece or source of data, evaluations, records, assessment and/or reports supporting recommendations for the student to continue to receive or withdraw from services.

• A statement that the parent will be giving up the procedural safeguards available under IDEA and a list of sources for parents to contact for information about IDEA Part B.

• A description of other factors relevant to the situation. In addition, the PWN must include in the description other options that were considered for the student and why those options were rejected by the IEP team.

• Sources for the parents to contact to understand provision of procedural safeguards

• A description of other factors that are relevant

• Must be in understandable language and in the native language of the parent
Special Education Events

EVENT ‘11’
• Student not Eligible at Initial Eligibility – date of the initial eligibility meeting determining not eligible

EVENT ‘12’
• Parent Refused Initial Provision of Sp Ed and related services – date parent refused consent

EVENT ‘13’
• Student Was Incorrectly Reported as SWD
  • LEA is required to submit documentation
Special Education Events

EVENT ‘14’

• Initial Parental Consent for Provision of Sp Ed and Related Services in GA

EVENT ‘15’

• Reevaluation Waiver – date that the Parent and LEA agree that neither reevaluation or data review is required to continue eligibility
EVENT ‘14’

• Consent for the Initial Provision of Sp Ed and Related Services
  • Not a new process; now reporting this as an event
  • Report the date your district or prior GA district receives the consent for services
  • For transfer students never served in special education in GA
    • If you have in your possession, the consent for services from another state, report the date the parent signed the consent if the received date is unavailable.
    • If you do not receive a consent for services from a prior state, report the date you receive it from the parent.
  • If the event is outside of enrollment for your district, the event will be rejected. Recover the event using the Rejection/Recovery tool.
Waiver of Reevaluation: EVENT ‘15’

• IDEA requires a reevaluation every 3 years
• LEAs must convene a meeting and conduct a Data Review to determine whether any type of evaluation is needed. If so, obtain Consent for Evaluation and reevaluate the student.

OR

• The parent and LEA may agree that the student remains eligible without a data review or a reevaluation.
  • **THIS IS REPORTED AS AN EVENT ’15’**.
Reevaluation is a process:

• First step is the Review of Existing Data. In Georgia, we use the Reevaluation Data Review to document this.

• Review of Existing Data involves a discussion of the data already available and then a decision is made regarding whether evaluation is needed for any reason.

• If the decision is that no new information is needed, the date of the Reevaluation Data Review should be reported in SR as EVENT '08' NOT EVENT '15'. This is NOT a waiver (although historically it may have incorrectly been called a waiver).
Waiver of Reevaluation: EVENT ‘15’

Reevaluation Waivers:

• Do NOT require a meeting
• Are used to document that the parent and the LEA agree that a review of existing data is not necessary
• Do NOT review data and are not considered a reevaluation
• DO start the next 3-year cycle

You **must have** a full eligibility report that meets Georgia Eligibility requirements in your local file in order to waive the reevaluation process.
Who Reports the Student Record?

• The school *where an event takes place* is responsible for reporting the special education event.

• If a student attends multiple schools during the school year, *all schools report special education events if they occur at that school*.

• Student Demographic and Enrollment data are required to be reported by the school responsible for reporting these data.
Who Reports the Student Record? (continued)

- School in GO-IEP extract is based on the school which owned the GTID at the time of the event.
- School in GO-IEP extract is editable by a system admin.
Reporting Initial Events

• Student referred to special education for the first time, placed in Georgia

• Report EVENT CODES:
  • ‘01’ Babies Can’t Wait (BCW) Referral (if referred from BCW)
  • ‘02’ Initial Consent for Evaluation
  • ‘03’ Initial Evaluation Completed
  • ‘04’ Initial Eligibility Determination
  • ‘05’ Initial IEP/BCW Transition (if referred from BCW) Meeting
  • ‘14’ Date of Consent for Initiation of Services
  • ‘06’ Date services were initiated (if parent gave consent)
OR...A student was:

- Reported as SWD in Prior Year
- Returned to General Education as no longer eligible
  - EVENT ‘09’ was reported
- Re-referred to Special Education
  - Report Initial Consent EVENT ‘02’
  - Report Initial Evaluation EVENT ‘03’
  - Report Initial Eligibility EVENT ‘04’
  - Report Initial IEP EVENT ‘05’ (if determined to be eligible)
  - Report Consent for Initiation of Services, EVENT ‘14’
  - Report Initiation of Services EVENT ‘06’ (if parent consents)
    - EVENT ‘06’ date is when services are initiated
Reporting Initial Events (continued)

OR...A student was:

- reported as SWD in Prior Year
- returned to General Education because parent revoked consent
  – EVENT ‘10’ was reported
- re-referred to Special Education
  - Report Initial Consent EVENT ‘02’
  - Report Initial Evaluation EVENT ‘03’
  - Report Initial Eligibility EVENT ‘04’
  - Report Initial IEP EVENT ‘05’ (if determined to be eligible)
  - Report Consent for Initiation of Services, EVENT ‘14’
  - Report Initiation of Services EVENT ‘06’ (if parent consents)
    - EVENT ‘06’ date is when services are initiated
OR...A student was:

- referred, evaluated and found ineligible prior year (EVENTS ‘02’, ‘03’, ’04’, ‘11’ were reported)
- re-referred to Special Education
  - Report Initial Consent EVENT ‘02’
  - Report Initial Evaluation EVENT ‘03’
  - Report Initial Eligibility EVENT ‘04’
  - Report Initial IEP EVENT ‘05’ (if determined to be eligible)
  - Report Consent for Initiation of Services, EVENT ‘14’
  - Report Initial Placement EVENT ‘06’ (if parent consents)
    - EVENT ‘06’ date is when services are initiated
**Required Events for Students NEW to Special Education**

- EVENT ‘04’ – Initial Eligibility Determination
- EVENT ‘05’ – Initial IEP Meeting
- EVENT ‘14’ – Consent for Provision of Special Education and Related Services
- EVENT ‘06’ – Initial IEP Placement – date the student **began receiving service**; never report a future date

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*Why are ‘01’ – ‘03’ not required?* For a student enrolling from out of state you may not have the consent (‘02’) or the evaluation report (‘03’). If the events happened locally, they should be reported. If the event occurred in another state do **NOT** report.
General Education Students in Special Education Record

A special education record may be submitted for general education students, but may only contain events for the following:

- EVENT ‘01’ Babies Can’t Wait Referral
- EVENT ‘02’ Parent Consent for Evaluation
- EVENT ‘03’ Initial Evaluation Completed
- EVENT ‘04’ Initial Eligibility Determination
- EVENT ‘05’ Initial IEP/BCW Transition Meeting

Do not report a Primary Area of Eligibility
General Education Students in Special Education Record (cont.)

A special education record may be submitted for general education students, and may also contain events for the following:

- EVENT ‘11’ Student not eligible
- EVENT ‘12’ Parent refused to provide Consent for Services
- EVENT '14' Consent for Provision of Services

Do not report a Primary Area of Eligibility
EVENT ‘12’

• ‘12’: Parent refused to provide consent for initial services
  • Consent for evaluation received (report EVENT ‘02’)
  • Evaluation completed (report EVENT ‘03’)
  • Student made eligible (report EVENT ‘04’)
  • Student has an IEP (report EVENT ‘05’)
  • Parent does not give consent (do not report EVENT ‘14’)
  • Student does not receive services (do not report EVENT ‘06’)

  If the parents change their mind (soon after OR a long time after refusal):
    • Convene a new Initial IEP meeting.
    • Report another EVENT ‘05’, an EVENT ‘14’ when consent is obtained
      and an EVENT ‘06’ when services are initiated

Note: If a parent indicates after eligibility that they will not consent to
services, an IEP is not required.

Student’s Special Education History if parent grants consent after a refusal:
Parent/Student Present at Conference

• Student Present at IEP Meeting
  - ‘Y’ or ‘N’ for EVENT ‘05’ and EVENT ‘07’
  - Can be reported for all students
  - Required for 9th-12th grade or 16 years or older

• Parent Present at IEP Meeting
  - ‘Y’ or ‘N’ for EVENT ‘05’ and EVENT ‘07’

• Captured for all EVENTS ’05’ and ‘07’ in GO-IEP by looking at who is checked as attending on the last page of IEP
GO-IEP Student Record Extract

GO-IEP has a report that includes all events that will need to be reported for Special Education Student Record.

This information is available in an Excel which is a readable format for system and school admins.

It is also available in an extract available only to system admins which is used for importing data to the SIS.

GO-IEP System and School Admins can access it through reports by choosing SR Extract.
GO-IEP Student Record Extract

Richard Woods, Georgia’s School Superintendent | Georgia Department of Education | Educating Georgia’s Future
GO-IEP Student Record Extract

To download the full report in Excel.

To generate the extract to be imported into the Ga DOE portal for the Special Ed SR file.
GO-IEP users should check these Reports throughout the year
GO-IEP Reports to Check throughout the year

GO-IEP SR Extract
- Sort for all EVENT '06' events and ensure that the consent for services (Event '14') has been added to the timelines page for each EVENT '06' on the SR Extract in GO-IEP.

Timelines Report
- Verify the Completion of the Evaluation date (date showing was entered in GO-IEP on the timelines page)

Meetings
- Ensure meetings are being completed in a timely manner
- The events can’t be reported (and won’t be included in the SR extract) until they have been finalized.

FTE Submission Report
- Check for the students who are not publicly enrolled and keep this up to date.
- Continue to upload the extract into the SIS to make sure the Primary area is always current

Student Status Reports
- Make sure all students entering with SWD history have a case within GO-IEP AND have been included in your SIS as a SWD
Reporting Events for Transfer Students
SWD Transfers into Your District

You may obtain information about transfer students from these sources:

- Student Record
  - Individual Student Record
  - Special Education History by GTID
  - E872 in Student Record
- E799 in FTE1 of FTE3
- State Longitudinal Data System
  - Student Profile
SWD Transfers into Your District

You may obtain information about transfer students from these sources (continued):

• GUIDE

• GO-IEP (Georgia Online IEP)
  • Student Status Dashboard Report
  • Dates previously reported will show inside the override
  • Documents may be created in GO previously
  • Documents may be loaded on the Documents Tab in GO
SR Student Level Record E872

Look for this error in your Error Report

• E872: Student reported with PRIMARY AREA and no exit event last school year, but student not reported with PRIMARY AREA this school year

• Students listed in this report were reported as SWD in a previous LEA
  • Determine if student has exited special education, has an eligibility, IEP, or received services in previous LEA
FTE Error E799

Look at FTE Error Report E799

• Should be the first report looked at regularly by Sp Ed – find and serve these students prior to FTE in order to benefit the student & allow LEA to report for FTE Sp Ed funding

• Special Education student reported in SR and did not exit program, but REPORT TYPE = ‘R’ in FTE

• Students reported with this error were reported as a SWD the previous year in SR
  • Determine if student has exited special education, has an eligibility, IEP, received services in previous LEA
GUIDE

Who has access to GUIDE?

• Organization Roles of
  • Special Education Directors
  • Special Education Staff

• Application Roles
  • GUIDE – District Other Users

Look at these reports:

• Claimed in Date – Includes Primary Area (The Student Status Reports in GO-IEP use information from GUIDE)
  • Special Education History
Reporting Events for Students Transferring Within Georgia
Scenario: Student transfers to your district and was reported exited in the previous district but didn’t really exit Special Education (has a current IEP and Eligibility)

Current district attempts to report an annual IEP review (EVENT ‘07’) and finds that a previous district reported EVENT ‘09’ (exiting the student from special education).

• After consultation with the previous district:
  • You are certain that the student is still eligible under IDEA
  • You have verified that the EVENT ‘09’ was reported in error by the previous district
• Continue to report the student with a Primary Area
• Report EVENT ‘07’, Annual Review
• You will get an error – request relief; relief will be granted with adequate explanation
Scenario: Student transfers to your district and was reported exited in the previous district but didn’t really exit Special Education (has a current IEP and Eligibility)

Current district attempts to report an annual IEP review (EVENT ‘07’) and finds that a previous district reported EVENT ‘10’ (exiting the student from special education due to parent revocation).

• After consultation with the previous district and the parent, you have verified that the EVENT ‘10’ was reported in error by the previous district
• Continue to report the student with a Primary Area
• Report EVENT ‘07’, Annual Review
• You will get an error – request relief; relief will be granted with adequate explanation
Scenario: Student transfers to your district with overdue GA eligibility and IEP

Process: Follow the Reevaluation Process

• Complete a Reevaluation Data Review, review information and data, determine whether any additional evaluations are needed, and obtain consent to reevaluate if additional evaluations are needed
  • Report EVENT ‘08’ – Reevaluation, only if the review of the data indicates no additional evaluation is needed

• Convene an IEP meeting and develop an IEP
  • Report EVENT ‘07’ – IEP Annual Review

• After evaluation, if evaluation was conducted, convene a reevaluation eligibility meeting; Report EVENT ‘08’
  • You may also reconvene the IEP team for annual review – EVENT ’07’ (or you may amend the IEP)
Scenario: Student enrolls in your district with GA Special Education events, but has been in a private or home school not receiving service

Process: Follow the Reevaluation Process

- Complete a Reevaluation Data Review, review information and data, determine whether any additional evaluations are needed, and obtain consent to reevaluate if additional evaluations are needed
  - Report EVENT ‘08’ – Reevaluation, only if the review of the data indicates no additional evaluation is needed
- Convene an IEP meeting and develop an IEP
  - Report EVENT CODE ‘07’ – IEP Annual Review
- After evaluation, if evaluation was conducted, convene a reevaluation eligibility meeting; Report EVENT ‘08’
  - You may also reconvene the IEP team for annual review – EVENT ’07’ (or you may amend the IEP)

Continued
Scenario: Student enrolls in your district with GA events, but has been in a private or home school not receiving service (cont.)

• If you reevaluated the student, convened an eligibility meeting and
  • The student is not eligible
  • Report EVENT ‘08’ and EVENT '09'
Scenario: Student enrolls with overdue GA eligibility and IEP (not exited) and parent does not want services

Student’s SR history looks like this:

EVENT ‘02’
EVENT ‘03’
EVENT ‘04’
EVENT ‘05’
EVENT ‘06’
EVENT ‘07’ (over 1 year old)
EVENT ‘08’ (over 3 years old)

Convene a meeting to discuss with the parent the implications of revocation of services; provide PWN

Parent must provide revocation in writing

• Report EVENT ‘10’
  • Parent Revocation of Services
Scenario: Student enrolls, and parent informs LEA that the student is a SWD, no paperwork

- Attempt to contact the previous district immediately
- Look in SLDS for information regarding SWD status
- Look at SR history for SWD status

This may be a case by case situation based on the information/history you discover. Contact the GADOE for guidance.
Reporting Events for Students Transferring from Out of State
Eligibility does not Expire

• The law requires that a SWD be *reevaluated* every 3 years
  • Read and understand *the Reevaluation Process in Georgia’s Implementation Manual*

• Implications: When a student moves in from out of state with an eligibility under *IDEA*, services must be provided
  • The LEA must determine if reevaluation is required based on many factors including the last date of evaluation/reevaluation
Common Error for SR Reporting for out of state transfer: Student moves from another state in the US with no prior GA SR history and the IEP and/or eligibility is reported as an annual review (EVENT ’07’) and reevaluation (EVENT ’08’)

• If the student has not been previously served in GA, dates from a prior state (most current) that are being accepted should be entered as initial events* (EVENT ‘04’ and EVENT ‘05’).
• Remember that you must also report the EVENT ‘14’ for these students.
• The EVENT ‘06’ event would be the date first served in GA.

*Do not report EVENT ‘02’ and EVENT ‘03’
Scenario: Student Enrolls with Eligibility and Current IEP

• Your LEA accepts eligibility* and IEP

• Report:
  • EVENT ‘04’ date from out of state – most recent eligibility date
    • This event will be rejected.
    • Recover the event into the student’s Special Education history in SR (Rejection/recovery) as “Event occurred prior to enrollment in Georgia”
  • EVENT ‘05’ date from out of state – most recent IEP date
    • This event will be rejected.
    • Recover the event into the student’s Special Education history in SR (Rejection/recovery) as “Event occurred prior to enrollment in Georgia”
  • EVENT ‘14’
    • Use either:
      • Date your LEA obtains consent
      • Or Date of consent from previous state (if you receive that signed form)
  • Report an EVENT ‘06’ date on the day you initiate services in GA

*determine the date of the student’s most recent evaluation, consider reevaluation
Scenario: Student Enrolls with Eligibility and IEP Current

- Your LEA accepts the eligibility* but not the IEP
- Report EVENT ‘04’ from out of state
  - This event will be rejected.
  - Recover the event into the student’s Special Education history in SR (Rejection/recovery) as “Event occurred prior to enrollment in Georgia”

- Convene an IEP meeting
  - Report this meeting date as EVENT ‘05’ – Initial IEP
  - The IEP must be convened immediately
  - If the LEA begins services prior to convening an IEP, the LEA has accepted the IEP from the previous state and the date from the previous state should be reported

- Report EVENT ‘14’
  - Date your LEA obtains consent
  - Date of consent from previous state
  - Report EVENT ‘06’ the date you initiate services in GA

* determine the date of the student’s most recent evaluation, consider reevaluation
Scenario: Student Enrolls with Overdue Eligibility and IEP

No Record of Student Exiting Special Education

• Do you have to serve the student? YES!

• Convene a Reevaluation Data Review meeting, review data and information in the eligibility, obtain consent to evaluate if necessary: See the Reevaluation Process in Georgia’s Implementation Manual
  • REPORT EVENT ‘04’ (date of most recent eligibility from out of state)
    • This event will be rejected.
    • Recover the event into the student’s Special Education history in SR (Rejection/recovery) as “Event occurred prior to enrollment in Georgia”

• Convene an IEP meeting immediately, develop and implement the IEP
  • Report EVENT ‘05’ (Initial IEP in Georgia)
  • Report EVENT ‘14’ (Consent for Initiation of Services)
  • Report EVENT ‘06’ (First day of services in Georgia)

Continued
Scenario: Student Enrolls with Overdue Eligibility and IEP (continued)

• After the reevaluation, if requested, re-convene a reevaluation eligibility meeting
  • Report EVENT ‘08’, Reevaluation (reevaluation process has been completed)

• Reconvene an IEP meeting if necessary, based on new information
  • Report EVENT ‘07’, Annual Review IEP
  • If the Initial Georgia IEP is just amended after the reevaluation, do not report EVENT ‘07’
Scenario: Student Enrolls with Overdue Eligibility and IEP (continued)

...if the outcome in the data review is that an evaluation is needed, but the parent refuses to provide consent to administer additional assessments as part of the reevaluation process,

- the LEA may decide to discontinue the provision of special education services and supports to the child,
- if the LEA believes based on a review of existing evaluation data, that the child does not continue to have a disability or does not continue to need special education and related services

The team should meet to complete the new eligibility using all the existing data available (informal and prior formal evaluation information). If the data is insufficient to determine eligibility, the student will not be eligible.

- Report EVENT ‘08’ and EVENT ‘09’
Scenario: Student enrolls, and parent informs the LEA that the student is a SWD, no paperwork

Attempt to contact the previous district/state immediately

- Using information received via phone call verifying SWD status and services
  - Convene a reevaluation data review meeting, based on any information you may have, and obtain consent for evaluation
    - Report EVENT ‘04’ as the date of this meeting
    - Report Primary Area code according to what you believe it to be based on information from out of state
  - Convene an IEP meeting, develop and implement an IEP
    - Report EVENT ‘05’
- Obtain Consent, report EVENT ‘14’
- Initiate services: Report EVENT ‘06’

In GO-IEP this is a temporary transfer reevaluation data review. It is recommended to NOT add IEP as an additional purpose to the temporary transfer data review. Instead use the separate link to also START Initial IEP or AR. They can be held the same day, but DO NOT hold the IEP BEFORE holding the temporary transfer data review meeting. Remember these meetings need to be held quickly!
Scenario: Student enrolls, and parent informs the LEA that the student is a SWD, no paperwork (continued)

Although this is not an initial evaluation:
• Complete reevaluation within 60 days
• Complete the eligibility within a reasonable time thereafter
  • Report EVENT ‘08’

If necessary, convene an IEP review to reflect updated information from the reevaluation.
• Report EVENT ‘07’
• IEP may be amended, if you amend the IEP, do not report EVENT ‘07’
Scenario: Student has never attended school or never received IDEA services

Example: student enrolls from another country with obvious disability; clear to school staff that the student cannot attend regular classes

• Convene a 504 meeting, if appropriate:
  • Use information available (from parent) to determine 504 eligibility and create a 504 plan
  • Provide appropriate services under the 504 plan
• Obtain Consent to Evaluate from parent (report EVENT ‘02’)
• Evaluate the child (report EVENT ‘03’) and determine IDEA eligibility (report EVENT ‘04’)
• Convene an IEP meeting (report EVENT ‘05’) and offer FAPE
• Obtain Consent for Provision of Services (report EVENT ‘14’ if parent consents; EVENT ‘12’ if parent does not consent)
• Initiate services (report EVENT ‘06’) if parent consents
Questions

Contact Information

Linda Castellanos     Program Manager and Part B Data Manager
Data & Georgia Online IEP (GO-IEP) Unit
404-719-8045     lcastellanos@doe.k12.ga.us

GO-IEP LEAs contact your assigned GO-IEP Program Specialist:
Phoebie Atkins                                                            Dale Rose
Program Specialist                                                      Program Specialist
Data & Georgia Online IEP (GO-IEP) Unit                                  Data & Georgia Online IEP (GO-IEP) Unit
470-316-8633     patkins@doe.k12.ga.us                                    678-340-0162     drose@doe.k12.ga.us

Emily Dishman                                                             Julie Youngblood
Program Specialist                                                      Program Specialist
Data & Georgia Online IEP (GO-IEP) Unit                                  Data & Georgia Online IEP (GO-IEP) Unit
678-326-8087     edishman@doe.k12.ga.us                                 470-316-8663     jyoungblood@doe.k12.ga.us

LEAs not participating in GO-IEP contact:
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