

Bureau of Indian Education Division of Performance and Accountability – Special Education State Performance Plan (SPP)/Annual Performance Report (APR) Indicator 11 – Timely Initial Evaluations	SY2015-16
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Attention:

SPP Indicator 11 Desk Audit

The Desk Audit for **SY 2015-16 (July 1, 2015 to June 30, 2016)** will be conducted using the Native American Student Information System (NASIS) by the BIE –DPA Special Education Unit beginning November 17, 2016. Indicator 11 is a compliance indicator. The Bureau of Indian Education and the Local Education Agency (School) are required to meet the 100% compliance with this indicator. (20 U.S.C. 1416(a)(3)(B))

The 60-day timeline begins when the School receives the written consent from the parent for the initial multidisciplinary team evaluation. The 60-day timeline ends when the signed determination of eligibility evaluation form is completed. The dates are based on the actual number of calendar days between the consent to evaluate and the evaluation of determination completion. §34 CFR §300.301(a) & § 300.11(a).

The school is required to report:

1. The NASIS number and student names of initial evaluations for SY2015-16
2. The students that were determined eligible **and not** determined eligible as a student with a disability (SWD)
3. The 60-day timeline does not pertain to: Gifted and Talented students or SWD reevaluations

WHO

Is Responsible: School Administrators, Special Education Coordinators/Head Teacher – All schools with academic programs.

WHAT:

The following three documents are critical to Indicator 11:

1. SPP/APR–Indicator 11 Timely Evaluation Desk audit form
2. **Signed and dated** Parent Consent to Evaluate document (Assessment Plan Report). Uploaded into student IEP folder in NASIS
3. **Signed and dated** Determination of Eligibility (Evaluation Summary Report) or signed Specific Learning Disabilities Determination. Uploaded in student IEP folder in NASIS

Student IEP’s shall be current, valid and locked in the NASIS Special Education module.

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WHERE: Due to confidentiality the schools shall complete the SPP/APR - Indicator 11 Timely Evaluation desk audit form and **FAX** the application to the *Attention of Connie Albert at 505-563-5281*.

The school shall scan and upload the two signed documents into NASIS. These documents shall be placed in the SY2015-16 NASIS Special Education tab for each respective student.

WHEN: DUE by **October 21, 2016**: the school shall submit a completed SPP/APR – Indicator 11 desk audit form.

By **October 31, 2016** the school shall have uploaded the two signed documents into NASIS.

BIE-DPA Responsibility:

- Provide PowerPoint on the BIE Website
- By or before November 1, 2016: BIE-DPA will begin the desk audit
- BIE – DPA may contact school for clarification
- January 2017: the school will receive written notification of results.

Due to confidentiality with personal identifiable information the SPP/APR Indicator 11 Timely Evaluation desk audit form cannot be emailed

FAX to: 505-563-5281 Attention: Connie Albert

An electronic version of this form can be found under the BIE website link:

<http://www.bie.edu/Programs/SpecialEd/index.htm>.

For further guidance contact Zonnie Sombrero at 928-283-2208 or by email at

Zonnie.Sombrero@bie.edu or Connie Albert at 505-563-5180 or by email to

Connie.Albert@bie.edu