

How to include Preschool Students Receiving Special Education Service in TCS

Introduction

The Early Childhood Special Education (ECSE) module of the Instructional Support System (ISS) was created to allow districts to easily input federally mandated data. It requires that preschool students receiving special education and special education teachers and SLPs be included within the daily Teacher Course Student (TCS) data collection. In order for the students receiving special educations to be grouped properly within the ISS preschool special education module, they will need to be identified according to their service delivery model. The Rhode Island Department of Education has developed a preschool schema for TCS data to facilitate this grouping.

This document will provide data managers and those persons responsible for the enrollment of preschool children and assignment of courses and sections to those students. This document will provide details on how to enroll all preschoolers while focusing on how to enroll and assign sections to those preschool children receiving special education services.

*All preschool students will be enrolled and assigned at least one course and section.

Enrollment

All Preschool Children Attending a Public School Classroom- *Those Receiving Special Education & Those Not Receiving Special Education*

For all preschool students that attend a public school preschool classroom, their enrollment and class assignment will be coded following enrollment and class assignment similar to other grades. The specific enrollment will depend on the type of funding. Those students that are in the public school State Funded PreK's will be enrolled with an enrollment type of "E." All other students will be regular enrolled as an "R."

Preschool Children Receiving Special Education Services but *Not* Attending a Public School Classroom

Preschool students who do not attend a public school preschool classroom but receive services will be enrolled with an enrollment type of "S" for service only.

Preschool Children Attending a separate Special Education School (i.e. Bradley or Groden)

Preschool students that attend a separate special education school will be enrolled with an enrollment type of "O" for outplaced.

TCS Coding

All Preschool Children Attending a Public School Classroom- Those Receiving Special Education & Those Not Receiving Special Education

Preschool students who attend a public school preschool classroom will be assigned to a SCED code of “23002” to indicate a preschool classroom. SCED code 23002 is NCES’s code for preschool and is defined as:

Preschool courses involve content that is not differentiated by subject area. These courses focus on content that is grade-specific and cover various subjects throughout the day, rather than a single subject-specific content area. Specific course content depends upon state standards for preschool.

The course and section ID does not need to follow the service delivery model crosswalk below.

Additional TCS Coding for Preschool Children Attending a Public School Classroom & Receiving Special Education

In addition to being assigned to a SCED code of “23002” to indicate a preschool classroom as specified above, those preschool students in these public school preschool classes that receive special education will also be assigned a secondary section. The second section ID assigned to the students receiving special education services will be specific to that student’s service delivery model and discussed in detail in the upcoming pages. (All preschool children with disabilities attending a public school classroom will have 2 sections- one to indicate the preschool classroom and one specific to the special education service delivery model.)

*Remember children are only coded **once** in the *special education module*. If a child is in more than one special education placement/service, code only under the case manager in IEP (ex. AM & PM class)

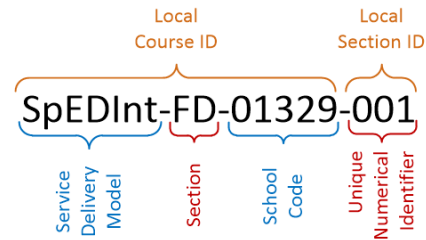
TCS Coding for Preschool Children Receiving Special Education Services but Not Attending a Public School Classroom and Receiving Only a Service (i.e. speech)

Students who do not attend a public school preschool classroom but receive services will *only* receive the section ID assigned to the students receiving special education services. As noted above it will be specific to that student’s service delivery model and discussed in detail in the upcoming pages.

TCS Coding for Preschool Children Receiving Special Education in a Special Education School (Not Attending a Public School Classroom)

Students who do not attend a public school preschool classroom but attend a separate special education school (i.e. Bradley or Groden) will only receive the section ID assigned to the students receiving special education service in an outplaced school. As noted above it will be specific to that student’s service delivery model and discussed in detail in the upcoming pages.

In order to identify students in the different models of service delivery, we have developed a cross reference for service delivery models to RIDE defined Local Section IDs. The schema used to develop these local section IDs are as follows:



The second section ID will need to be derived from the matrix below.

Resulting Output of TCS data

Once the data is setup properly, the ISS's special education teacher's dashboard will display the teacher's roster with both the students that receive special education and those that do not under one section. In addition, the special education teacher will have a secondary section on her dashboard that will include all of her students with IEPs that she provides case management (excluding speech only students in class). This secondary section is the one that is coded for and will appear in the ECSE module.

The SLP SLP/Itinerant special education teachers will now have teacher dashboard that contains all of their students, possibly from across multiple classrooms, in those SLP/Itinerant sections listed below.

The ECSE module will display those preschool students that have been listed with an IEP on the Special Education Census, a SCED code of 23002 and section ID from the crosswalk below on the TCS course file. Ancillary data such as speech pathologists, itinerants and teachers should be on the TCS staff file in order for the relationship to be completed between student, section and staff.

ECSE Module- Service Model Delivery Crosswalk

Enrollment/Special Educ Census  All children with an IEP (students with disabilities)

*Children are only coded **once** in the *special education module*.

If a child is in more than one special education placement/service, code only once in the special education module under the case manager in the IEP (ex. AM & PM class)

Code by the type & location of the special education service

Enrollment Type: Public School Regular Enrolled-R (red) Public School State-Funded PreK- E (orange) Service Only-S (blue) Outplaced-O (green)

Regular Enrolled (R) means the student is enrolled in a public school class,

State Funded PreK Enrolled (E) means the student is enrolled in a public school state funded PreK class

Service Only (S) means the child is not enrolled in a public school class and only receives a special education service (example-speech)

Outplaced (O) means a child is placed in a separate special education school

Courses (Model of Service Delivery)	Enrollment Type	Enrollment School Code	Enrollment School Code Out	TCS Course ID	Sections (Class or Group of Children)	TCS SCED Course	TCS Section ID	Description
Children Regularly Enrolled in a Public School <i>Class</i> (Not Including State Funded-PreK Classes)								
Public School SpEd Integrated Class (Special education teacher is the case manager on IEP- not the SLP)	R	Attending School Code	N/A	SpEDInt-AM-SSSSS	AM	23002	SpEDInt-AM-SSSSS-001	<ul style="list-style-type: none"> Preschool class for students with and without disabilities Special education teacher is the case manager on IEP (not SLP) Per RI Regulations- No more than 15 students, must be more children without disabilities, one teacher serves both the roles of EC teacher and special educator Morning Class
	R	Attending School Code	N/A	SpEDInt-PM-SSSSS	PM	23002	SpEDInt-PM-SSSSS-001	<ul style="list-style-type: none"> Preschool class for students with and without disabilities Special education teacher is the case manager on IEP (not SLP) Per RI Regulations- No more than 15 students, must be more children without disabilities, one teacher serves both the roles of EC teacher and special educator Afternoon Class
	R	Attending School Code	N/A	SpEDInt-FD-SSSSS	FD	23002	SpEDInt-FD-SSSSS-001	<ul style="list-style-type: none"> Preschool class for students with and without disabilities Per RI Regulations- No more than 15 students, must be more children without disabilities, one teacher serves both the roles of EC teacher and special educator Full-Day Class
Public School SpEd Self- Contained Class (Special education teacher is the case manager on IEP- not the SLP)	R	Attending School Code	N/A	SpEDSC-AM-SSSSS	AM	23002	SpEDSC-AM-SSSSS-001	<ul style="list-style-type: none"> Preschool class for children with disabilities All children with disabilities or an equal number or fewer children without disabilities Morning Class
	R	Attending School Code	N/A	SpEDSC-PM-SSSSS	PM	23002	SpEDSC-PM-SSSSS-001	<ul style="list-style-type: none"> Preschool class for children with disabilities All children with disabilities or an equal number or fewer children without disabilities Afternoon Class

	R	Attending School Code	N/A	SpEDSC-FD-SSSSS	FD	23002	SpEDSC-FD-SSSSS-001	<ul style="list-style-type: none"> • Preschool class for children with disabilities • All children with disabilities or an equal number or fewer children without disabilities • Full-Day Class
Itinerant Early Childhood Special Education (Itinerant special education teacher is the case manager on IEP- not the SLP)	R	Attending School Code	N/A	IECSE-PSG-SSSSS	Public School- General EC Program	23002	IECSE-PSG-SSSSS-001	<ul style="list-style-type: none"> • Special educator provides services in a public school general EC program • Itinerant Special education teacher is the case manager on IEP (not SLP) • These classes are not special education integrated or self-contained classes and are not State funded PreK classes • On rare occasions although the class is funded by the public schools, the location may be outside of the school (ex. public school leasing space in community)
Speech Language Pathologist (SLP is the case manager on IEP- no special educator)	R	Attending School Code	N/A	SLP-PSSEIP-SSSSS	Public School- Special Education Program	23002	SLP-PSSEIP-SSSSS-001	<ul style="list-style-type: none"> • SLP is case manager on IEP (no special educational services) • SLP provides services in an integrated or self-contained special education class • These classes are not State funded PreK classes
	R	Attending School Code	N/A	SLP-PSG-SSSSS	Public School- General EC Program	23002	SLP-PSG-SSSSS-001	<ul style="list-style-type: none"> • SLP is case manager on IEP (no special educational services) • SLP provides services in a public school general EC program • These classes are not special education integrated or self-contained classes and are not State funded PreK classes • On rare occasions although the class is funded by the public schools, the location may be outside of the school (ex. public school leasing space in community)

Children Regularly Enrolled in a State Funded PreK *Class* in a Public School

* The only public schools that have state funded pre-K classes are the following:

Central Falls – 4 classes in Captain Hunt School

East Providence – 7 classes in Martin Middle School and Oldham School

Johnston- 1 class in Graniteville School

Pawtucket- 2 classes in Fallon Memorial,

Providence- 1 class in Martin Luther King Jr. School

<p>Itinerant Early Childhood Special Education (Itinerant special education teacher is the case manager on IEP- not the SLP)</p>	E	Attending School Code	N/A	IECSE-PSFP-SSSSS	Public School State-funded Pre-K*	23002	IECSE-PSFP-SSSSS-001	<ul style="list-style-type: none"> • Special educator provides services in a State funded PreK located in the public schools • Itinerant special education teacher is the case manager on IEP (not SLP) • These classes are not special education integrated or self-contained classes • On rare occasions although the class is funded by State PreK funds, the location may be outside of the schools (ex. public school leasing space in community)
<p>Speech Language Pathologist (SLP is the case manager on IEP- no special educator)</p>	E	Attending School Code	N/A	SLP-PSFP-SSSSS	Public School State-funded Pre-K*	23002	SLP-PSFP-SSSSS-001	<ul style="list-style-type: none"> • SLP is case manager on IEP (no special educational services) • SLP provides services in a State funded PreK located in the public schools • These classes are not special education integrated or self-contained classes • On rare occasions although the class is funded by State PreK funds, the location may be outside of the schools (ex. public school leasing space in community)

Children **NOT** Enrolled in a Public School Class- Receiving Service Only

Itinerant Early Childhood Special Education (Itinerant special education teacher is the case manager on IEP- not the SLP)	S	The 190 Administration School	The School Code where the student is receiving services	IECSE-CSFP-DD190	Community State-funded Pre-K	23002	IECSE-CSFP- DD190-001	<ul style="list-style-type: none"> Special educator provides services in a State funded PreK located in the community Itinerant special education teacher is the case manager on IEP (not SLP) These classes are not funded by the public schools On rare occasions although the PreK class is a community based program the location may be within the public school (ex. leasing space in public school)
	S	The 190 Administration School	The School Code where the student is receiving services	IECSE-HS- DD190	Head Start	23002	IECSE-HS- DD190-001	<ul style="list-style-type: none"> Special educator provides services in a Head Start program Itinerant special education teacher is the case manager on IEP (not SLP) These classes are not funded by the public school If the Head Start classes is also a State-funded Pre-K, do not include here but code as a State PreK On rare occasions although the class is funded by Head Start, the location may be within the public school (ex. leasing space in public school)
	S	The 190 Administration School	The School Code where the student is receiving services	IECSE-ECEC-DD190	Early Care & Education Center (Preschool/Childcare)	23002	IECSE-ECEC- DD190-001	<ul style="list-style-type: none"> Special educator provides services in a preschool or childcare center Itinerant special education teacher is the case manager on IEP (not SLP) These classes are not funded by the public school These classes are not Head Start If the preschool or childcare is also a State-funded Pre-K, do not include here but code as a State PreK On rare occasions although the class is privately funded, the location may be within the public school (ex. leasing space in public school)

	S	The 190 Administration School	The School Code where the student is receiving services	IECSE-FC- DD190	Family Childcare	23002	IECSE-FC- DD190-001	<ul style="list-style-type: none"> • Special educator provides services in a family childcare • Itinerant special education teacher is the case manager on IEP (not SLP) • These programs are not funded by the public school
	S	The 190 Administration School	The School Code where the student is receiving services	IECSE-HM- DD190	Home	23002	IECSE-HM- DD190-001	<ul style="list-style-type: none"> • Special educator provides services in a the child’s home • Itinerant special education teacher is the case manager on IEP (not SLP)
	S	The 190 Administration School	The School Code where the student is receiving services	IECSE-OTH- DD190	Other	23002	IECSE-OTH- DD190-001	<ul style="list-style-type: none"> • Special educator provides services in another location not listed above • Itinerant special education teacher is the case manager on IEP (not SLP) • Notify state of “other” locations
Speech Language Pathologist (SLP is the case manager on IEP- no special educator)	S	The 190 Administration School	The School Code where the student is receiving services	SLP-PSPL- DD190	Public School Service Provider Location	23002	SLP-PSPL- DD190-001	<ul style="list-style-type: none"> • SLP is case manager on IEP (no special educational services) • These children may be identified as “walk-in students” • SLP provides services in an office in the public schools • The child does not participate in any type of public school class • The child may or may not participate in an EC program outside of the public schools
	S	The 190 Administration School	The School Code where the student is receiving services	SLP-CSFP- DD190	Community State-funded Pre-K	23002	SLP-CSFP- DD190-001	<ul style="list-style-type: none"> • SLP is case manager on IEP (no special educational services) • SLP provides services in a State funded PreK located in the community • These classes are not funded by the public schools • On rare occasions although the PreK class is a community based program the location may be within the public school (ex. leasing space in public school)

S	The 190 Administration School	The School Code where the student is receiving services	SLP-HS- DD190	Head Start	23002	SLP-HS- DD190-001	<ul style="list-style-type: none"> • SLP is case manager on IEP (no special educational services) • SLP provides services in a Head Start program • These classes are not funded by the public school • If the Head Start classes is also a State-funded Pre-K, do not include here but code as a State PreK • On rare occasions although the class is funded by Head Start, the location may be within the public school (ex. leasing space in public school)
S	The 190 Administration School	The School Code where the student is receiving services	SLP-ECEC- DD190	Early Care & Education Center (Preschool/Childcare)	23002	SLP-ECEC- DD190-001	<ul style="list-style-type: none"> • SLP is case manager on IEP (no special educational services) • SLP provides services in a preschool or childcare center • These classes are not funded by the public school • These classes are not Head Start • If the preschool or childcare is also a State-funded Pre-K, please do not include here but code as a State PreK • On rare occasions although the class is privately funded, the location may be within the public school (ex. leasing space in public school)
S	The 190 Administration School	The School Code where the student is receiving services	SLP-FC- DD190	Family Childcare	23002	SLP-FC- DD190-001	<ul style="list-style-type: none"> • SLP is case manager on IEP (no special educational services) • SLP provides services in a family childcare • These programs are not funded by the public school
S	The 190 Administration School	The School Code where the student is receiving services	SLP-HM- DD190	Home	23002	SLP-HM- DD190-001	<ul style="list-style-type: none"> • SLP is case manager on IEP (no special educational services) • SLP provides services in a the child's home
S	The 190 Administration School	The School Code where the student is receiving services	SLP-OTH- DD190	Other	23002	SLP-OTH- DD190-001	<ul style="list-style-type: none"> • SLP is case manager on IEP (no special educational services) • SLP provides services in another location not listed above • Notify state of "other" locations

Children **NOT** Enrolled in a Public School Class- Enrolled in Private Special Education School

Private SpEd School	O	The 190 Administration School	The School Code where the student is receiving services <ul style="list-style-type: none"> • 32301 • 27302 • 36326 • 28387 	PSES-BS-32301 (South) PSES-BS-27302 (Portsmouth) PSES-BS-36326 (Westerly) PSES-BS-28387 (Providence)	Bradley School	23002	PSES-BS-32301-001 (South) PSES-BS-27302-001 (Portsmouth) PSES-BS-36326-001 (Westerly) PSES-BS-28387-001 (Providence)	<ul style="list-style-type: none"> • Special education placement in a school for students with and without disabilities- Bradley • The identified EC coordinator or principal will be the teacher of record for all outplaced private SP ED schools
	O	The 190 Administration School	The School Code where the student is receiving services <ul style="list-style-type: none"> • 28345 	PSES-CITE-28345	Center for Individualized Training and Ed	23002	PSES-CITE-28345-001	<ul style="list-style-type: none"> • Special education placement in a school for students with and without disabilities- Center for Individualized Training and Ed • The identified EC coordinator or principal will be the teacher of record for all outplaced private SP ED schools
	O	The 190 Administration School	The School Code where the student is receiving services <ul style="list-style-type: none"> • 07301 	PSES-CS-07301	Cornerstone School	23002	PSES-CS-07301-001	<ul style="list-style-type: none"> • Special education placement in a school for students with and without disabilities- Cornerstone School • The identified EC coordinator or principal will be the teacher of record for all outplaced private SP ED schools
	O	The 190 Administration School	The School Code where the student is receiving services <ul style="list-style-type: none"> • 06303 • 28356 	PSES-GS-06303 (South) PSES-GS-28356 (Providence)	Groden Center	23002	PSES-GS-06303-001 (South) PSES-GS-28356-001 (Providence)	<ul style="list-style-type: none"> • Special education placement in a school for students with and without disabilities- Groden Center • The identified EC coordinator or principal will be the teacher of record for all outplaced private SP ED schools
	O	The 190 Administration School	The School Code where the student is receiving services <ul style="list-style-type: none"> • 10305 	PSES-MSS-10305	Meeting Street School	23002	PSES-MSS-10305-001	<ul style="list-style-type: none"> • Special education placement in a school for students with and without disabilities- Meeting Street School • The identified EC coordinator or principal will be the teacher of record for all outplaced private SP ED schools
	O	The 190 Administration School	The School Code where the student is receiving services	PSES-NRIC-08120	Northern RI Collaborative	23002	PSES-NRIC-08120-001	<ul style="list-style-type: none"> • Special education placement in a school for students with and without disabilities- Northern RI Collaborative • The identified EC coordinator or principal will be the teacher of record for all outplaced private

			<ul style="list-style-type: none"> 08120 					SP ED schools
	O	The 190 Administration School	The School Code where the student is receiving services <ul style="list-style-type: none"> 35303 	PSES-PSTC-35303	Pathways Strategic Teaching Center	23002	PSES-PSTC-35303-001	<ul style="list-style-type: none"> Special education placement in a school for students with and without disabilities- Pathways Strategic Teaching Center The identified EC coordinator or principal will be the teacher of record for all outplaced private SP ED schools
	O	The 190 Administration School	The School Code where the student is receiving services <ul style="list-style-type: none"> 28702 	PSES-RISFD-28702	RI School for the Deaf	23002	PSES-RISFD-28702-001	<ul style="list-style-type: none"> Special education placement in a school for students with and without disabilities- RI School for the Deaf The identified EC coordinator or principal will be the teacher of record for all outplaced private SP ED schools
	O	The 190 Administration School	The School Code where the student is receiving services <ul style="list-style-type: none"> 28354 	PSES-PCS-28354	The Providence Center School	23002	PSES-PCS-28354-001	<ul style="list-style-type: none"> Special education placement in a school for students with and without disabilities- Providence Center The identified EC coordinator or principal will be the teacher of record for all outplaced private SP ED schools
	O	The 190 Administration School	The School Code where the student is receiving services <ul style="list-style-type: none"> 35335 	PSES-SRC-35335	Sargent Rehabilitation Center	23002	PSES-SRC-35335-001	<ul style="list-style-type: none"> Special education placement in a school for students with and without disabilities- Sargent The identified EC coordinator or principal will be the teacher of record for all outplaced private SP ED schools
	O	The 190 Administration School	The School Code where the student is receiving services <ul style="list-style-type: none"> 28319 	PSES-TEC-28319	Tavares Educational Center	23002	PSES-TEC-28319-001	<ul style="list-style-type: none"> Special education placement in a school for students with and without disabilities- Tavares The identified EC coordinator or principal will be the teacher of record for all outplaced private SP ED schools

SSSSS = School Code
DD190 = District 190 school code

Regular Enrolled (R)	Public School Code
State Funded Enrolled (E)	Public School Code
Service Only (S)	190 School Code with <i>school out code</i> of school that they are receiving service (may be different than where they are attending school) *if there is no existing school code, contact Mario
Outplaced (O)	190 School Code with school out code of school that they are receiving service/attending *if there is no existing school code, contact Mario

Early ECSE- Use Cases

Use Case 1: The students in an integrated AM classroom who have the special education teacher as their case manager on their IEP's (no children with speech only IEP's) will be coded as follows:

Enrollment File	Special Education Census	TCS Course/Section File
Enrollment Type = "R" School Code = Attending school	Status field = "Active"	SCED Code = "23002" Section ID: Class Roster = District assigned Section ID: Student with a Disability = SpEDint-AM-SSSS-001

Use Case 2: The students in a Self-Contained FD (full day) classroom will be coded as follows:

Enrollment File	Special Education Census	TCS Course/Section File
Enrollment Type = "R" School Code = Attending school	Status field = "Active"	SCED Code = "23002" Section ID: Class Roster = District assigned <i>(optional for self-contained class as the roster will be the same roster as below)</i> Section ID: Student with a Disability = SpEDSC-FD-SSSS-001

Use Case 3: The students in an integrated PM classroom who have the speech pathologist as their case manager on their IEP's (only speech services on IEP) will be coded as follows:

Enrollment File	Special Education Census	TCS Course/Section File
Enrollment Type = "R" School Code = Attending school	Status field = "Active"	SCED Code = "23002" Section ID: Class Roster = District assigned Section ID: Student with a Disability = SLP-PSSEIP-SSSS-001

Use Case 4: The students in a state-funded PreK class in the public schools who have an IEP with the speech pathologist as the case manager (only speech services on IEP) will be coded as follows:

Enrollment File	Special Education Census	TCS Course/Section File
Enrollment Type = "E" School Code = Attending school	Status field = "Active"	SCED Code = "23002" Section ID: Class Roster = District assigned Section ID: Student with a Disability = SLP-PSFP-SSSS-001

Use Case 5: The students who are NOT enrolled in a public school class, attend a Head Start in the community and who have an IEP with the speech pathologist as the case manager (only speech services on IEP) will be coded as follows:

Enrollment File	Special Education Census	TCS Course/Section File
Enrollment Type = "S" School Code = 190	Status field = "Active"	SCED Code = "23002" Section ID: Student with a Disability = SLP-HS-DD190-001

Use Case 6: The students who are NOT enrolled in a public school class, attend an Early Care & Education Center (preschool) in the community and who have an IEP with an Itinerant Early Childhood Special Education teacher as the case manager will be coded as follows:

Enrollment File	Special Education Census	TCS Course/Section File
Enrollment Type = "S" School Code = 190	Status field = "Active"	SCED Code = "23002" Section ID: Student with a Disability = IECSE-ECEC-DD190-001