



State of Rhode Island and Providence Plantations
DEPARTMENT OF EDUCATION
Shepard Building
255 Westminster Street
Providence, Rhode Island 02903-3400

Peter McWalters
Commissioner

August 2, 2006

TO: Directors of Special Education; Data Managers
FROM: Kenneth Swanson, Director, Office of Special Populations
SUBJECT: **Request for Data to Fulfill New Federal Requirements**

The purpose of this memorandum is to inform you of an upcoming data request from the Office of Special Populations.

As you may be aware, parent and family involvement is one of several monitoring priorities set forth by the federal Office of Special Education Programs for all State Performance Plans (SPP). Each state's success in this priority area is indicated by the percentage of parents with a child receiving special education services who report that schools facilitate parent involvement as a means of improving services and results for children with disabilities.

To establish a baseline measure of this indicator, set improvement targets, and annually measure progress in subsequent years, all states are now required to annually administer a nationally standardized measurement tool as part of their SPP. The tool to be utilized is a 25-item survey developed by the National Center for Special Education Accountability Monitoring (NCSEAM).

In the first months of the 2006-2007 school year, the OSP will be working with an independent firm to conduct the first annual statewide parent survey. The survey will be administered directly to parents of children with disabilities statewide through mailing and other means.

In preparation for this survey, RIDE is creating a data file, primarily utilizing data already collected through the Special Education Census within eRIDE. To complete the data file, RIDE will also request two additional pieces of information from districts not currently available in our system. RIDE will create an upload application for districts to submit a data file containing the additional data components. **The two additional data components needed include:**

- **An address for each resident student with a disability**
- **Primary language spoken in the home**

Attached you will find the file layout with the required data fields.

To ensure an accurate file, each district is requested to submit its most current data on active students receiving special education services as of the 2006-2007 school year.

I greatly appreciate your support of this critical data request. Following this letter, an OSP data specialist will be in contact with district data managers with instructions regarding submission of this data to RIDE. Should your data manager have questions following that communication, please contact Neda Ashtari at neda.ashtari@ride.ri.gov. Should you want further information regarding the survey, please contact Sally Arsenault at sally.arsenault@ride.ri.gov.

Telephone (401) 222-4600 **Fax** (401) 222-6178 **TTY** 800-745-5555 **Voice** 800-745-6575

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**Statewide Survey of Parents of Children with Disabilities
National Center for Special Education Accountability Monitoring**

2006-2007 School Year Data Requirements

Field Description (unless otherwise noticed, all fields are required)	Field Name	Field Type	Length	Required
STATE ASSIGNED STUDENT ID	SASID	TEXT	10	Yes
DISTRICT CODE	DISTCODE	TEXT	2	Yes
SCHOOL CODE	SCHCODE	TEXT	5	Yes
STUDENT GRADE	GRADE	TEXT	2	Yes
STUDENT LAST NAME	LASTNAME	TEXT	30	Yes
STUDENT FIRST NAME	FIRSTNAME	TEXT	30	Yes
STUDENT MIDDLE INITIAL	MI	TEXT	1	Yes
STUDENT GENDER	SEX	TEXT(M/F)	1	Yes
STUDENT DATE OF BIRTH (e.g., 01/04/94 or 01/04/1994)	DOB	DATE		Yes
STUDENT RACE	RACE	TEXT	1	Yes
ADDRESS 1	ADDRESS1	TEXT	100	Yes
ADDRESS 2	ADDRESS2	TEXT	100	Yes
CITY	CITY	TEXT	20	Yes
STATE	STATE	TEXT	2	Yes
ZIP	ZIP	TEXT	5	Yes
LANGUAGE CODE	LANGUAGECODE	TEXT		Yes

*August 2006
Office of Special Populations
Rhode Island Department of Education*