



2022-23 Issues/Errors

- Summer Enrollment
- Start Date for Initial Classification

Steve Quick, Principal Office Applications Specialist
June 2023

CPSE summer enrollment w/o services

https://www.p12.nysed.gov/sedcar/sirs/swd_sirs_2021-present.html

Reporting to show actual student disability status*	For school year ending 6/30 prior to Kindergarten		For July/August prior to Kindergarten		Submit Preschool End of Year Special Education Snapshot for the year student became school age?	Submit July-August Preschool Grade Enrollment Record for the year student became school age?
	End Date	Reason code	End Date	Reason Code		
Declassified by CPSE prior to 7/1 (not referred to CSE)	date of declassification	901	n/a: no record submitted	n/a: no record submitted	No	No
Referred to CSE, not classified by CSE, no summer preschool services*	none (will default to 6/30 in L2)	none	8/31	901	No	Yes
Referred to CSE, classified by CSE, no summer preschool services*	none (will default to 6/30 in L2)	none	8/31	912	No	Yes
Referred to CSE, not classified by CSE, summer preschool services	none (will default to 6/30 in L2)	none				
Referred to CSE, classified by CSE, summer preschool services**	none (will default to 6/30 in L2)	none				

Preschool disability records will be created by the SE SMS for the July/August!

The Preschooler with a disability MUST have a July/August Preschool Enrollment in the GE SMS!

Preschool Student with a Disability Transitioning To

*For the year the student becomes school-age, the special education system extract or data entry process must prevent the submission of a preschool end of year special education services were provided (must create disability fact record without creating an end of year snapshot).

**The school age disability program fact record cannot start prior to 9/1 of the year the student becomes Kindergarten age.

Level 0 error PS3091

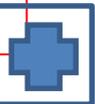
Start of classification vs enrollment

- **PS3091:** W/F - A Preschool Student w/Disability (5786)
Program Code can only have an associated enrollment Entry Code (0011/5905) with a Grade Level of "PKF", "PKH", or "PS" during the same time period.

Special Education SMS

Start of Initial Classification (PS: Disability)

- **Entry (Start) Date:** Day after the date of CSE or CPSE decision to classify with that disability.
- **Exception #1:** The entry date for children who transition from Early Intervention (EI) to preschool special education must be later if parents decide to continue EI services and transition to preschool special education later than the CPSE's decision to classify. The disability will start when the preschool services begin (start of IEP).
- **Exception #2:** 504 to CSE. The disability will start when the IEP services begin (start of IEP).



Enrollment Record for Students with Disabilities (Special Guidance)

SIRS Manual v18.9, page 76-77

Preschool students enrolled with a 4034 reason for beginning enrollment code and found eligible for special education services must have the 4034 enrollment ended with the 140 reason for ending enrollment code on the day that the decision is made.

A 0011 enrollment and type of disability program service code must then be reported the day after the decision is made, even if the student is not yet receiving services.

Enrollment Record for Students with Disabilities (Special Guidance)

SIRS Manual v18.9, page 76-77

Preschool children with disabilities who are enrolled in Pre-K or UPK programs are reported with the BEDS code of the building in which the program is operated.

Report preschool children enrolled in a UPK program operated by entities other than the school district or a BOCES with the first eight digits of the district of residence BEDS followed by "0666" as the last four digits.

Enrollment Record for Students with Disabilities (Special Guidance)

SIRS Manual v18.9, page 76-77

Preschool children with disabilities who are not receiving services and are not enrolled in Pre-K or UPK programs are reported with the first eight digits of the BEDS code of the district of residence and “0777” as the last four digits. When special education services begin, the 0011 enrollment with this location is ended with the reason for ending enrollment code 153 - *Transferred to another school in this district or an out-of-district placement* and a new 0011 enrollment is started using the BEDS code of the coordinating special education provider (if more than one provider is involved) or the sole special education service provider (if only one provider is involved). Only BEDS codes of approved special education service providers may be used. If the student is not receiving special education services from employees of an approved special education service provider, use the code of the county that is providing the service through a contract with an independent service provider.



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