



MANAGER, STRATEGIC EVALUATION DATA COLLECTION, ANALYSIS AND REPORTING
1613 ONE COMMERCE PLAZA
ALBANY, NEW YORK 12234
Tel. (518) 486-4678
Fax (518) 408-3363
E-Mail: vesidcar@mail.nysed.gov

To: Special Education Data Managers of Public School Districts **Date:** September 2006
From: Inni Barone
Subject: PD-7 – Public School District Report of Preschool Special Education Programs and Services (Provided Pursuant to Section 4410 or 4201) for Students with Disabilities, Ages 2-5 and Services to School-Age Students Parentally Placed in Nonpublic Schools Located in the District.
Important: Due Date is Between September 1, 2007 and September 30, 2007.

Attached is a PD-7 form for your use in reporting data regarding the total number of preschool students with disabilities provided 12 types of special education programs/services during a 12 month period (July 1, 2006 to June 30, 2007). The 12-program/service categories reflect the intensity of services, and whether special class services are provided in integrated classrooms. (In contrast, the PD-1/4 report collects data regarding the environments in which preschool students receive educational services, on December 1, 2006.) Beginning in 2006-07, this form also requests data on the number of school-age students who are parentally placed in nonpublic schools located in the school district and evaluated for special education eligibility and the number of such students who are determined to be eligible. Also, data are requested for the total number of parentally placed students in nonpublic schools located in the district that received special education services any time during the 2006-07 school year (July 1, 2006 to June 30, 2007).

All school districts must submit data for this report electronically through the PD web-based system at <http://pd.nysed.gov> or through the File Transfer Protocol (FTP) process. **Paper copies of this report will not be accepted.** A User ID and password to access the PD web-based system have been mailed to the contact person identified in the PD web-based system. If your school has a new contact person, or did not get this information, please contact the SEDCAR unit using the contact information on the letterhead above. **Please note, if your school district has the capability of submitting PD-7 data through the FTP process, the User Name and password for that process are different from the User ID and password that have been assigned to the contact person to submit PD data through the web-based system. If your school district needs a User Name and password to submit data through the FTP process, please contact SEDCAR.**

The due date for this report is between September 1, 2007 and September 30, 2007. Your timely and accurate completion of this report is appreciated.

Compared to the PD-7 form issued for 2005-2006, the PD-7 form for 2006-2007 is revised as follows:

- Contact person information is requested for the school district's Director of Special Education or if that position does not exist, a position with similar responsibilities (e.g., Director of Pupil Personnel Services, Chairperson of Committee on Preschool Special Education (CPSE) and Committee on Special Education (CSE)).

- A new Table 2 has been added to request data on the number of school-age students who are parentally placed in nonpublic schools located in the school district and evaluated for special education eligibility and the number of such students who are determined to be eligible. Also requested in this table is the total number of parentally placed students in nonpublic schools located in the district that were provided special education services anytime during the 2006-07 school year. These data are required pursuant to Individuals with Disabilities Education Act (IDEA), section 300.132 (c).
- The due date for this report has been extended to September 30 to allow sufficient time for the determination of eligibility for special education services of students who are parentally placed in non public schools located in the school district and are referred for services during the latter part of the 2006-07 school year.

Please note that the data collected through the PD forms are used in one or more of the following reports and activities:

- State Performance Plan and Annual Performance Report for Special Education
- Public reporting of Local Education Agency (LEA) results against State targets established in the State Performance Report.
- Calculation of minimum amount of per-pupil IDEA funds to be sub-allocated or spent on services.
- Pocketbook of Goals and Results for Individuals with Disabilities
- Chapter 655 Report to the Governor and the Legislature on the Status of the State's Schools
- Special Education Quality Assurance Reviews
- School District Report Cards
- BOCES Report Cards
- Charter School Report Cards
- Calculations to identify instances of possible race/ethnicity disproportionality
- Other reports required by State or federal statutes
- Evaluation of programs and policies

If you have any questions or are in need of assistance in completing this report, please contact the Strategic Evaluation Data Collection, Analysis and Reporting (SEDCAR) Unit by using the contact information provided on the letterhead. Thank you.

Attachment

PD-7 — Public School District Report:

Public School District Report of Preschool Special Education Programs and Services (Provided Pursuant to Section 4410 or 4201) for Students with Disabilities, Ages 2-5 and Services to School-Age Students Parentally Placed in Nonpublic Schools Located in the District.

July 1, 2006 to June 30, 2007

- Instructions:**
1. All Public School Districts must complete this side of the report, and, as appropriate, the entries on the reverse side.
 2. This report must be submitted through our web-based PD data system at <http://pd.nysed.gov> between September 1, 2007 and September 30, 2007. Paper copies of this report will not be accepted.
 3. Retain one copy (and supporting documentation) in your school district for reference and audit purposes. The required retention period ends September 30, 2014.
 4. Carefully read the instructions and definitions on the following pages.
 5. If you have questions about this report, please call (518) 486-4678, or e-mail your question to vesidcar@mail.nysed.gov

Check this box if no students were provided preschool special education services pursuant to sections 4410 or 4201 and no parentally placed students in nonpublic schools located in the district were evaluated for special education services or provided special education services during the 2006-07 school year. If this box is checked and you have submitted this information through our website at <http://pd.nysed.gov> your report is complete.

School District Information

(Enter 12-digit SED Code Below)

SCHOOL DISTRICT NAME

ADDRESS (include building name, room number, or mail stop information)

CITY

STATE

ZIP

Contact Person Information*

Director of Special Education or Comparable Title

NAME:

NAME:

TITLE:

TITLE:

TELEPHONE (include Area Code)

TELEPHONE (include Area Code)

FAX NUMBER (include Area Code)

FAX NUMBER (include Area Code)

E-MAIL ADDRESS

E-MAIL ADDRESS

*All correspondence from SEDCAR will be directed to the contact person identified in the PD web based data entry system at <http://pd.nysed.gov>. Please keep the contact person information current, including the e-mail address as most communication will occur via e-mail.

Instructions for Completing the PD-7 Report

Instructions for Table 1

1. Report information for **all preschool** students who were the responsibility of your school district Committee on Preschool Special Education (CPSE) and were provided preschool special education programs and/or services, pursuant to sections 4410 or 4201 of the Education Law, during the time period July 1, 2006 to June 30, 2007.
 - Any student who is declassified or relocates or otherwise discontinues such services any time after July 1, 2006 and before June 30, 2007 should be reported.
 - Any student who is classified by the CPSE or relocates to this school district and receives such programs and/or services any time during the period on or after July 1, 2006 and on or before June 30, 2007 should be reported.
2. Preschool students who discontinue to receive programs and/or services pursuant to sections 4410 or 4201 of the Education Law before July 1, 2006 or begin to receive such services after June 30, 2007 should **not** be included in this report.
3. Student age should be based on December 1, 2006.
4. Each student should be reported once. Students receiving two types of programs and/or services should be reported in the category attended for the majority of time they received programs and/or services pursuant to sections 4410 or 4201 of the Education Law. Students provided two types of programs and/or services, each for 50 percent of the school day, should be reported in the numerically lower line number. (For example, a student receiving a Half-Day Integrated Special Class Program (line 04) for 50 percent of the day and a Half-Day Special Class Program in Segregated Setting (line 05) for 50 percent of the school day, should be reported in line 04.)
5. A student whose program/service is changed during the school year should be reported according to the most recent program and/or service.

Instructions for Table 2

1. Report on behalf of all **school-age students** who are parentally placed in nonpublic schools located in the school district. IDEA, section 300.129 to 300.144 addresses LEA responsibilities related to these students.
2. In line 01, report the number of parentally placed students in nonpublic schools, located in the district, that were evaluated for special education services during the 2006-07 school year.
3. In line 02, of the students reported in line 01, report the number of students who were determined to be eligible for special education services.
4. In line 03, report the total number of parentally placed students in nonpublic schools, located in the school district, that received special education services anytime during the 2006-07 school year. Note, the number of students reported in line 03 is not a subset of students reported in line 02.

PD-7 - Public School District Report

Table 1 - Preschool Special Education Programs and /or Services for Students with Disabilities (2006-07 School Year)

Report on behalf of all preschool students who were the responsibility of your Committee on Preschool Special Education (CPSE), and who received programs and/or services any time between July 1, 2006 and June 30, 2007

<i>Line Number</i>	<i>Program/Services</i>	A	B	C	D	E	
		<i>Age as of December 1, 2006</i>					<i>Total Ages 2-5</i>
		<i>Age 2</i>	<i>Age 3</i>	<i>Age 4</i>	<i>Age 5</i>		
01	Related Services Only						
02	Special Education Itinerant Teacher (SEIT) Services Only						
03	Related Services and SEIT Services						
04	Half-Day (2.5 hours or less) Special Class Program in Integrated Setting *						
05	Half-Day (2.5 hours or less) Special Class Program in Segregated Setting **						
06	Full-Day (more than 2.5 hours, up to 3 hours) Special Class Program in Integrated Setting *						
07	Full-Day (more than 2.5, up to 3 hours) Special Class Program in Segregated Setting **						
08	Full-Day (more than 3 hours, up to 4 hours) Special Class Program in Integrated Setting *						
09	Full-Day (more than 3 hours, up to 4 hours) Special Class Program in Segregated Setting **						
10	Full-Day (more than 4 hours) Special Class Program in Integrated Setting *						
11	Full-Day (more than 4 hours) Special Class Program in Segregated Setting **						
12	Residential Program						
13	<i>Total</i>						

* Integrated Setting - The *classroom*, in which services are provided, includes both students with disabilities and children who do not have disabilities.

** Segregated Setting - The *classroom*, in which services are provided, includes students with disabilities only.

Table 2 – School-Age Special Education Programs and /or Services for Students with Disabilities who are Parentally Placed in Nonpublic Schools Located in the School District During the 2006-07 School Year.

Report on behalf of all school-age students who are parentally placed in nonpublic schools located in the school district. IDEA, section 300.129 to 300.144 addresses LEA responsibilities related to these students. In line 01, report the number of parentally placed students in nonpublic schools, located in the district, that were evaluated for special education services during the 2006-07 school year. In line 02, of the students reported in line 01, report the number of students who were determined to be eligible for special education services. In line 03, report the total number of parentally placed students in nonpublic schools, located in the school district, that received special education services anytime during the 2006-07 school year (July 1, 2006-June 30, 2007). Note, the number of students reported in line 03 is not a subset of students reported in line 02.

<i>Line Number</i>	<i>Program/Services</i>	A <i>Number of Students</i>
01	The number of parentally placed students in nonpublic schools located in the district who were evaluated for eligibility for special education services during the 2006-07 school year.	
02	Of the students reported in line 01, the number of students who were determined to be eligible for special education services.	
03	The number of parentally placed students in nonpublic schools, located in the district, that received special education services any time during the 2006-07 school year. note, data in this line is not a subset of data provided in line 02.	