



INDIANA
DEPARTMENT *of*
EDUCATION

INDICATOR 11

MONITORING AND COMPLIANCE GUIDE

Indiana Department of Education
Office of Special Education

100 N. Senate Ave.
Indianapolis, IN 46204



Table of Contents

Indicator 11: Initial Evaluations/Child Find Overview	3
Definition	3
Measurement	3
Data Collection	3
Monitoring Cycle	3
Compliance Guidelines	4
Correction of Noncompliance	5
First-Year Finding	5
Continued Finding (Two consecutive years of having a finding)	5
Longstanding Finding (Three or more consecutive years of having a finding)	5
State Targets	5
Results Driven Accountability (RDA)	6
Technical Assistance	7



Indicator 11: Initial Evaluations/Child Find Overview

Definition of Indicator 11:



Percent of children with an initial evaluation completed within 50 instructional days of the date the written parental consent was received or within 20 instructional days when an expedited evaluation is requested as part of disciplinary procedures identified in 511 Indiana Administrative Code [IAC] 7-44-9.

Measurement

- The number of children for whom parental consent to evaluate was received.
- The number of children whose evaluations were completed within 50 instructional days (or 20 instructional days when an expedited evaluation is requested as part of disciplinary procedures identified in 511 IAC 7-44-9).

Account for children included in (a), but not included in (b). Indicate the range of days beyond the timeline when the evaluation was completed and any reasons for the delays.

Percent = [(b) divided by (a)] times 100

Indicator 11 Data Collection

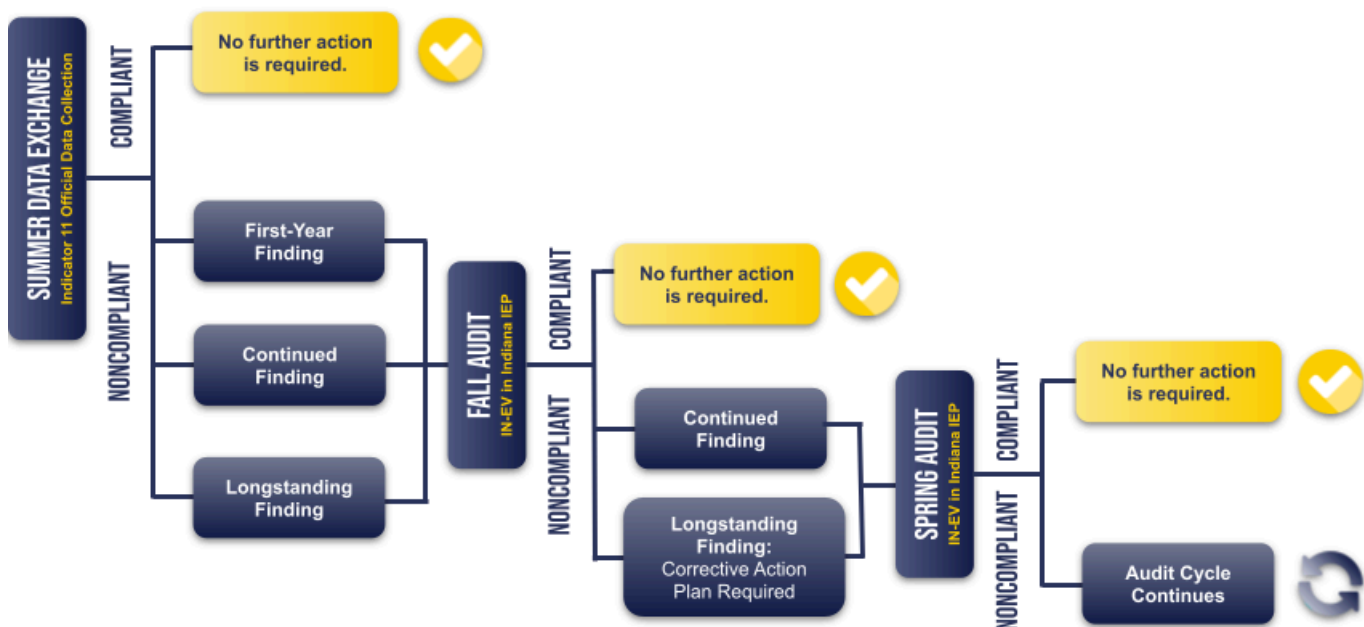
- Official Data Collection: July Data Collection - Evaluation Roster (EV Roster) in Data Exchange (DEX)
- Fall Audit¹: November or December Data Collection - IN-EV Report in Indiana IEP (IIEP)
- Spring Audit²: May Data Collection - IN-EV Report in IIEP

¹ LEAs found to be noncompliant with meeting timelines for initial evaluations during the official data collection period (July-June of each school year) undergo an audit of their initial evaluations conducted between July and October of the subsequent school year.

² LEAs who continue to have noncompliance after the fall audit will undergo an audit in the spring of the same school year as the subsequent audit took place in the fall. Initial evaluations conducted between January and April are monitored.



Monitoring Cycle



The Indiana Department of Education’s (IDOE) Office of Special Education (OSE) monitors Indicator 11 data at three separate points during the calendar year. During the July data collection window, DEX is used to conduct the official review of all initial evaluations conducted by the LEA during the school year that has just concluded.

To verify the correction of noncompliance, IDOE will:

- Conduct an additional review to ensure that each individual child-specific case of noncompliance was corrected (evaluation completed although late); and,
- Conduct a subsequent review of data to ensure the LEA is meeting regulatory requirements by meeting 100% of timelines for initial evaluations for the period of July 1 to December 31 of the following school year. If this review results in additional findings of noncompliance, a subsequent review for the time period January 1 to the last day of the LEA school year will be conducted.

LEAs who are determined noncompliant for the initial data collection and the two subsequent audits are moved from a *First-Year Finding* status to a *Continued* status. These LEAs will continue to be monitored using the aforementioned cycle until they are found compliant during one of the monitoring windows.



Compliance Guidelines

In compliance with 511 IAC 7-46-4(c), each LEA must report data for students for whom an initial evaluation for special education services was initiated, ended, or conducted during the school year. This includes:

- Students found eligible for special education services;
- Students deemed ineligible for special education services;
- Students unenrolled from the LEA;
- Students whose parent/guardian revoked consent to evaluate;
- Students whose evaluation is “pending” (initiated, but not completed) at the end of the school year; or
- Students whose evaluation was completed beyond the appropriate 50 or 20 instructional day timeline.

LEAs who are the “School of Responsibility” report all initial evaluations through the DEX - [Special Education Evaluation Report](#). The report includes the evaluation begin date, end date, program name, setting code (SSS), IDEA eligibility status, circumstances relevant to the timeline (50 or 20 instructional day timeline), and timeline compliance status.

Correction of Noncompliance

LEAs with a finding of noncompliance for initial evaluations fall into one of the following categories: First-Year Finding, Continued Finding, or Longstanding Finding.

FIRST YEAR FINDING

LEAs that have a first-year finding will be required to complete the following tasks to correct noncompliance:

1. Complete the Indicator 11 [“Reason for Missing Timeline”](#) jotform
2. Meet all subsequent timelines for initial evaluations.
3. Review the EV Roster in Data Exchange to ensure all timelines are being accurately recorded.
4. Contact the [Office of Special Education](#) to review any questions or concerns (optional).
5. Participate in targeted training and [technical assistance opportunities](#) provided by the Office of Special Education and the IEP Technical Assistance Center (optional).



6. Complete the Indicator 11 [Root Cause Analysis](#) and [Corrective Action Plan](#) form (optional).

CONTINUED FINDING

Two consecutive years of noncompliance

LEAs that have had a finding for more than one year will be required to complete the following tasks to correct noncompliance:

1. Complete the Indicator 11 “[Reason for Missing Timeline](#)” jotform
2. Complete the Indicator 11 [Root Cause Analysis](#) and [Corrective Action Plan](#) form.
3. Meet all subsequent timelines for initial evaluations.
4. Review the EV Roster in Data Exchange to ensure all timelines are being accurately recorded.
5. Contact the [Office of Special Education](#) to review any questions or concerns (optional).
6. Participate in targeted training and [technical assistance opportunities](#) provided by the Office of Special Education and the IEP Technical Assistance Center (optional).

LONGSTANDING FINDING

Three or more consecutive years of noncompliance

LEAs that have had a finding for more than two years will be required to participate in the following tasks to correct their finding of noncompliance:

1. Complete the Indicator 11 “[Reason for Missing Timeline](#)” jotform.
2. Complete the Indicator 11 [Root Cause Analysis](#) and [Corrective Action Plan](#) form.
3. Participate in targeted training and [technical assistance opportunities](#) provided by the Office of Special Education and Indiana IEP Technical Assistance Center.
4. Meet all subsequent timelines for initial evaluations.
5. Review the EV Roster in Data Exchange to ensure all timelines are being accurately recorded.
6. Contact the [Office of Special Education](#) to review any questions or concerns (optional).

State Targets					
Target Year	2021	2022	2023	2024	2025
Target Data	100%	100%	100%	100%	100%



Results Driven Accountability (RDA)

Indicator 11 is included in the Compliance Matrix of RDA. When an LEA meets the target of 95% to 100%, they are considered “compliant” and assigned a score of 5. If the LEA is below the 95% target, a score of 1 is assigned.³

For RDA purposes, records closed for an excused reason or “pending” are not included in the calculation.

Category Weights for Compliance Index	
Category	Percentage Weight
Indicator 4B	12.5%
Indicator 9	12.5%
Indicator 10	12.5%
Indicator 11	12.5%
Indicator 12	12.5%
Indicator 13	12.5%
Continued Noncompliance	10%
Longstanding Noncompliance	15%
Total	100%

Scoring/Quintiles

RDA Scoring for Indicators 11, 12, and 13	
Percentage Compliance	Points
100.00% (Compliant)	5
95.00% - 99.99% (Substantially Compliant - Finding)	5
Less Than 95.00% (Finding)	1

³ If the compliance target (100% or 0%) is not met for the compliance indicators, the corporation is out of compliance and must correct the noncompliance within one year. For Indicators 11 and 12, a corporation is designated as “substantially compliant” for the indicator and will receive a score of 5, if their compliance falls within a range of 95% - 100%. “Substantial compliance” is still considered a finding and must be corrected.



Scoring is not differentiated based on enrollment size group.

Requesting Technical Assistance (TA)

Technical Assistance

Technical assistance involves communication between a specialist or consultant and the LEA to receive targeted support with a development need or problem to build organizational capacity. IDOE offers support with [various levels of technical assistance](#), and the Technical Assistance Request Form may be submitted to request these resources. The levels of technical support and correlating resources can be found below.

Technical Assistance Resources	
Level of Support	Resources
Universal	<p>IEP TA Center</p> <ul style="list-style-type: none">• What Administrators Need to Know About SPED <p>OSEP</p> <ul style="list-style-type: none">• SWIFT: Strong and Engaged Site Leadership
Targeted	<ul style="list-style-type: none">• IDOE Technical Assistance Request Form
Intensive	<ul style="list-style-type: none">• IDOE Technical Assistance Request Form

Contact IDOE's [Office of Special Education](#) for additional support.



Version: 2025.04.16

