

## IDEA Discretionary Grant Reporting Requirements 2012-13

Grant Name	Mid-Term Report: Due Dec. 15, 2012	End of Year Report: Due June 1, 2013	Alternative Reporting Deadline(s)
2r Charter School Special Education Capacity Building Initiative	<p>1. Work Plan Update: Activities between July 1, 2012 – December 15, 2012. Upload to Portal.</p> <p>2. Data Logs: track school attendance at trainings, on-site consultation and other communication. Need to see which schools received what assistance, name and title of people at schools, who gave assistance, dates, and approximate number of hours. Share via google documents.</p> <p>3. Other Data (e.g. evaluations, surveys, needs assessments, school profiles, etc.). Upload to Portal.</p>	<p>1. Work Plan Update: Activities between July 1, 2012 – June 1, 2013. Upload to Portal.</p> <p>2. Data Logs: track school attendance at trainings, on-site consultation and other communication. Need to see which schools received what assistance, name and title of people at schools, who gave assistance, dates, and approximate number of hours. Share via google documents.</p> <p>3. Other Data (e.g. evaluations, surveys, needs assessments, school profiles, etc.). Upload to Portal.</p> <p>4. End of Year Narrative Summary: 1-2 pages. Upload to Portal.</p> <p>5. Responses to Data Analysis Questions (if applicable). Upload to Portal.</p>	
Autism Mini-Grants	<p><b>Reporting Requirements:</b></p> <p>1. Two parent, educator, and student surveys (September 28, 2012 and June 30, 2013)</p> <p>2. Two student level adaptive skills inventories (September 28, 2012 and June 30, 2013)</p> <p>3. Baseline and quarterly fidelity checklists for each EBP studied (baseline due September 28, 2012 and quarterly due, when applicable, in alignment to the district's progress reporting periods. Otherwise quarterly reports due on the last school day October 12, December 28, March 22, and June 30)</p> <p>4. Pre-Post assessments after completion of each EBP studied by the team. Once all team members have completed the EBP module and discussion(s) of supplementary materials, the pre/post EBP assessments will be mailed or emailed to DPI liaison.</p> <p>5. End of Year report on student demographic data due June 30, 2013</p> <p>6. An up-to-date data report may be requested by DPI at any point during the grant project period</p>		<p>September 28, 2012.</p> <p>Quarterly reports due on the last school day October 12, December 28, March 22, and June 30.</p> <p>End of Year report on student demographic data due June 30, 2013</p>

	<p><b>End of Year Deliverables:</b></p> <ol style="list-style-type: none"> <li>1. Completed EBP fidelity of implementation checklists at the student and program levels for baseline and quarterly intervals.</li> <li>2. For each EBP studied by the team, submit pre and post assessments for each team member.</li> <li>3. Collect and report student, parent, and educator surveys twice a year (fall/spring).</li> <li>4. Complete adaptive skills inventory on each student twice a year (fall/spring).</li> <li>5. Attendance of EBP facilitator for at least six one hour phone or web based conferences with DPI Liaison (not including informal phone conversations) and at least two in person meetings (meetings may be at CESA, statewide meetings or conferences, or in Madison).</li> <li>6. Participation of one of the EBP team members on a panel presentation at a statewide meeting or conference.</li> <li>7. Record and report meeting minutes and attendance for the Evidence Based Practice (EBP) team.</li> <li>8. Collect and submit student demographic and program data for baseline and end of year as per the requirements of the grant (student names will not be reported). Due June 30, 2013</li> </ol> <p>All reports submitted via email to Daniel Parker or via Google docs.</p>		
CREATE	<ol style="list-style-type: none"> <li>1. Google Data Logs up to date for each component</li> <li>2. Any additional data for all components (e.g. evaluation or survey results). Upload to Portal.</li> <li>3. Mid-Year Narrative Summary for each component. (Component A and C will do a joint report.) Upload to Portal.</li> </ol>	<ol style="list-style-type: none"> <li>1. Google Data Logs up to date for each component</li> <li>2. Any additional data for all components (e.g. evaluation or survey results). Upload to Portal.</li> <li>3. End of Year Narrative Summary: 1-2 pages <u>for each component</u>. (Component A and C will do a joint report.) Upload to Portal.</li> <li>4. End of Year Narrative Summary: 1-2 pages. For CREATE grant overall. Upload to Portal.</li> </ol>	

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Preschool: Early Childhood Regional Program Support and Leadership	<p>1. Work Plan Update: Activities between July 1, 2012 – December 15, 2012. Upload to Portal.</p> <p>2. Web-based Data System up to date for all activities through December 15. Submit through Web-based Data System.</p> <p>3. Other Data (e.g. evaluations, surveys, needs assessments, etc.). Upload to Portal.</p>	<p>1. Work Plan Update: Activities between July 1, 2012 – June 1, 2013. Upload to Portal.</p> <p>2. Web-based Data System up to date for all activities through June 1. Submitted through Web-based Data System.</p> <p>3. Other Data (e.g. evaluations, surveys, needs assessments, etc.). Upload to Portal.</p> <p>4. End of Year Narrative Summary: 1-2 pages. Upload to Portal.</p> <p>5. Responses to Data Analysis Questions (if applicable). Upload to Portal.</p>	
Post High Outcomes	<p>1. Work Plan Update: Activities between July 1, 2012 – December 15, 2012. Upload to Portal.</p> <p>2. Data up to date in WSTI Website Data System regarding training and technical assistance provided to districts on the following topics:</p> <p>A.) Post high response rate monitoring – follow up with districts at less than 20% or 6 responses (for districts in the survey year )</p> <p>B.) Post high post survey data analysis and program improvement (for districts that have completed the survey in the last year)</p> <p>C.) Technical assistance related to the TR4Y website (for all districts)</p> <p>For B &amp; C, also indicate from list which tools/resources were used</p> <p>3. Final copies of the following data reports:</p> <ul style="list-style-type: none"> <li>• Statewide GEDE Tables</li> <li>• Statewide Summary Tables</li> <li>• Statewide Reports</li> <li>• Indicator 14 Reports</li> <li>• (APR/SPP Indicator 14 Report)</li> </ul> <p>Upload data reports to Portal.</p>	<p>1. Work Plan Update: Activities between July 1, 2012 – June 1, 2013. Upload to Portal.</p> <p>2. Data up to date in WSTI Website Data System regarding training and technical assistance provided to districts on the following topics:</p> <p>A.) Post high response rate monitoring (for districts in the survey year)</p> <p>B.) Post high post survey data analysis and program improvement (for districts that have completed the survey)</p> <p>C.) Technical assistance related to the TR4Y website (for all districts)</p> <p>For A &amp; B, also indicate from list which tools/resources were used</p> <p>3. End of Year Narrative Summary: 2-3 pages maximum. Upload to Portal.</p> <p>4. Responses to Data Analysis Questions (if applicable). Upload to Portal.</p>	

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Regional Service Network	<p>1. Work plan update for all activities between July 1, 2012 and December 15, 2012. Upload to Portal.</p> <p>2. Web-based Data System up to date for all activities through December 15. Submit through Web-based Data System.</p> <p>3. Indicator 1 Improvement Plans for selected LEAs: any plans available by December 15. (Activity 1C). Upload to Portal.</p>	<p>1. Work plan update for all activities through June 1. Upload to Portal</p> <p>2. Web-based Data System up to date for all activities through June 1. Submitted through Web-based Data System.</p> <p>3. Indicator 1 Improvement Plans for selected LEAs: all plans developed during year. (Activity 1C). Upload to Portal.</p> <p>4. Narrative summary of work with selected Indicator 1 districts (1-3 pages). (Activity 1C). Upload to Portal.</p> <p>5. Results from a district Needs Assessment and a 1-page narrative analysis of the needs assessment results. (Activity 1E). Upload to Portal.</p>	
RtI Center/ PBIS Network	<p>1. Work Plan Update: Activities between July 1, 2012 – December 15, 2012. Upload to Portal.</p> <p>2. Data related to Culturally Responsive Classroom Practices (e.g. data logs by district, evaluations, surveys, needs assessments, school profiles, etc.). Upload to Portal.</p>	<p>1. Work Plan Update: Activities between July 1, 2012 – June 1, 2013. Upload to Portal.</p> <p>2. Data related to Culturally Responsive Classroom Practices (e.g. data logs by district, evaluations, surveys, needs assessments, school profiles, etc.). Upload to Portal.</p> <p>3. Final Report: RtI and PBIS. Submit electronically to Julia, Troy, Claudia and Ken.</p>	Final report due in October 2013
WI FACETS MPS Initiative	<p>1. Work Plan Update: Activities between July 1, 2012 – December 15, 2012. Upload to Portal.</p> <p>2. Data Logs (up to date). Uploaded to Portal or shared via Google document.</p> <p>3. Other Data (pre and post surveys of parents, school survey, etc.). Upload to Portal.</p>	<p>1. Work Plan Update: Activities between July 1, 2012 – June 1, 2013. Upload to Portal.</p> <p>2. Data Logs (up to date). Uploaded to Portal or shared via Google document.</p> <p>3. Other Data (pre and post surveys of parents, school survey, etc.). Upload to Portal.</p> <p>4. End of Year Narrative Summary: 1-2 pages. Upload to Portal.</p> <p>5. Responses to Data Analysis Questions (if applicable). Upload to Portal.</p>	

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WSPEI	<p>1. Work Plan Update: Activities between July 1, 2012 – December 15, 2012. Upload to Portal.</p> <p>2. Web-based Data System up to date for all activities through December 15. Submit through Web-based Data System.</p> <p>3. Other Data (e.g. evaluations, surveys, needs assessments, school profiles). Upload to Portal.</p>	<p>1. Work Plan Update: Activities between July 1, 2012 – June 1, 2013. Upload to Portal.</p> <p>2. Web-based Data System up to date for all activities through June 1. Submitted through Web-based Data System.</p> <p>3. Other Data (e.g. evaluations, surveys, needs assessments, school profiles). Upload to Portal.</p> <p>4. End of Year Narrative Summary: 1-2 pages. Upload to Portal.</p> <p>5. Responses to Data Analysis Questions (if applicable). Upload to Portal.</p>	
WSEMS: WI Special Education Mediation System	<p>1. October 1, 2013: Outreach and Communications Plan. Upload to Portal.</p> <p>2. Work Plan Update: Activities between July 1, 2012 – December 15, 2012. Upload to Portal.</p> <p>3. Data logs on communication/outreach activities.</p>	<p>1. Work Plan Update: Activities between July 1, 2012 – June 1, 2013. Upload to Portal.</p> <p>2. Data logs on communication/outreach activities.</p> <p>3. End of Year Narrative Summary: 1-2 pages. Upload to Portal.</p>	October 1: Outreach & Communications Plan

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WSTI	<p>1. Work Plan Update: Activities between July 1, 2012 – December 15, 2012. Only one document to be submitted. Upload to Portal.</p> <p>2. Web-based Data System up to date for all activities through December 15. Submit through Web-based Data System.</p> <p>3. Other Data (e.g. evaluations, surveys, needs assessments, school profiles). Upload to Portal.</p>	<p>1. Work Plan Update: Activities between July 1, 2012 – June 1, 2013. Only one document to be submitted. Upload to Portal.</p> <p>2. Web-based Data System up to date for all activities through June 1. Submitted through Web-based Data System.</p> <p>3. Other Data (e.g. evaluations, surveys, needs assessments, school profiles). Upload to Portal.</p> <p>4. End of Year Narrative Summary from each coordinator and consultant: 1-2 pages. Upload to Portal.</p> <p>5. Responses to Data Analysis Questions (if applicable). Upload to Portal.</p>	
Very Special Arts	<p>1. Work Plan Update: Activities between July 1, 2012 – December 15, 2012. Upload to Portal.</p>	<p>1. Work Plan Update: Activities between July 1, 2012 – June 1, 2013. Upload to Portal.</p> <p>2. End of Year Narrative Summary: 1-2 pages. Upload to Portal.</p>	