

Data Integrity Checklist for SPP Indicator 7

States and Local Education Agencies (LEAs) are required to provide valid and reliable data that reflect the measurement for each SPP indicator. This requirement is a factor in the annual state and local determination processes.

When districts certify their data in SPP7 data collection system, they are assuring the State that they “understand and agree that submission of this information constitutes certification that this data are accurate and meets the reporting requirements outlined by the Texas Education Agency Division of Special Education.”

This *Data Integrity Checklist* has been developed to assist LEAs prior to the certification of their data.

- *Did you follow the data collection requirements outlined in the instructions?*
- *Did you read the FAQ, instructions document and Exit and Entry definitions document?*
- *Did all appropriate staff receive training?*
- *Were entry and exit COSFs completed for all PPCD children meeting the data collection criteria for this year?*
- *Are you able to account for missing data?*
- *Were multiple sources of information considered when completing the COSF?*
- *Is the current progress data representative of all the children served in the districts program (representative of the full range of children in the program)?*
- *Did you review the previous year’s submission to determine whether or not the current year’s submission data were consistent? If not, do you have an explanation?*

Technical Assistance

When in doubt, read the instructions, consult the FAQ on the web, or contact your ESC **prior** to certifying your data.