ISBE Early Childhood Transition System

March, 2024

ILLINOIS
STATE BOARD OF
EDUCATION

Agenda

Purpose of the Transition System

Accessing the Transition System

Navigating the Transition System

Documenting in the Transition System

Frequently Asked Questions

ILLINOIS
STATE BOARD OF
EDUCATION

Indicator 12 Regulatory Requirements

- 34 CFR Part 300
  - 300.124 – smooth and effective transition by age three
  - 300.323 – IEPs in effect
- 34 CFR Part 303
  - 303.209 – transition to preschool and other programs
- 23 IAC Part 226
  - 226.100 –Child Find (screenings, ongoing coordination with Early Intervention, participation in transition planning conferences)
  - 226.250 – IFSP in place of IEP
  - 226.260 – child reaching age three

ILLINOIS STATE BOARD OF EDUCATION

Purpose of the Early Childhood Transition System

ILLINOIS STATE BOARD OF EDUCATION

Smooth and Effective Transition

- Transition from Early Intervention to Early Childhood Special Education
  - Eligibility determinations on or before the third birthday
  - IEP services for eligible students in place by the third birthday
- Delays in the evaluation and service for eligible children result in an Indicator 12 finding of noncompliance.

ILLINOIS STATE BOARD OF EDUCATION

Early Childhood Special Education Transition Program

- The Illinois Department of Human Services (DHS) and the Illinois State Board of Education (ISBE) coordinate to notify districts of children receiving EI services who may transition to receive early childhood special education services.
- The Early Childhood Transition System (formerly called 27 month list) is a tool to assist districts with the transition process.
- Located in the Student Information System (SIS) as an interactive program
- Provides the names and contact information for children currently enrolled in EI.
- Updated monthly

Accessing the Early Childhood Transition System

ILLINOIS
STATE BOARD OF
EDUCATION

Illinois State Board of Education

James T. Meeks, Chairman   Tony Smith, Ph.D., State Superintendent

I W A S T R A I N   I W A S T R A I N   I W A S T R A I N   I W A S T R A I N   I W A S T R A I N   I W A S T R A I I N   I W A S T R A I N

Login: EARLYCHILDHOOD1

DISTRICT / RCDT Administrator

Home

System Listing

Pending Sign Ups

Pending Documents

Change Password

Messages - Inbox

Messages - Archived

Preferences

View Sign Ups

Help

Log Out

IWAS Training Video

About SSL Certificates

Hello SIS, you last logged in 9/5/2018 10:24:17 AM.

Messages :
  0 unread Inbox message(s)
  63 unread Archived message(s)

Require Action :
  0 Sign-ups pending your approval
  0 Documents pending your approval

News Item

Presently there are no a

Copyright © 2018 Illinois State Board of Education

Accessing the System - Step 2

Select System Listing

Select Student Information System (SIS)

Accessing the System - Step 1

1. Go to www.isbe.net
2. Click on System Quick Links
3. Select IWAS: ISBE Web Application Security

Navigating the Early Childhood Transition System

This is the main screen. You can filter by school year or record type. District users will only see students in their district. Cooperatives can select districts within their cooperative. You can also search for a specific student. You also have the option to export the list to an excel document.

ILLINOIS STATE BOARD OF EDUCATION

SIS

👤 Kristina Doan ▾

🏠 Home

🎖 Student ▾

📄 Assessment ▾

🎓 Adjusted Cohort

🧑‍🏫 Teacher

⇄ Early Childhood Transition

Log Out →

Early Childhood Special Education Transition

Per **Public Act 102-0209 (Section 11 h)** ⧉, children whose third birthdays are between May 1 and August 31 may continue Early Intervention (EI) services until the beginning of the school year if: the child is currently receiving Early Intervention services prior to his/her third birthday, qualifies for Early Childhood Special Education services (an IEP), and his/her parent/guardian elects for him/her to remain in Early Intervention. Children shown with **Extended EI Eligible** may be potentially eligible for this option. ISBE recommends the eligibility process be completed at least two weeks prior to the 3rd birthday to allow consistent communication with the Child and Family Connections Office and parents/guardians to facilitate the timely transition of these students.

School Year ℹ️ | 2024 ▾ |

Record Type ℹ️ | Show All ▾ |

District | -- All Districts -- ▾ |

| First Name | Last Name | Date Of Birth |

[Search]   [Clear]

[Export]

ILLINOIS STATE BOARD OF EDUCATION

SIS

👤 Kristina Doan ▼

🏠 Home

🍸 Student ▼

📄 Assessment ▼

🎓 Adjusted Cohort

🗃 Teacher

⇄ Early Childhood Transition

services prior to his/her third birthday, qualifies for Early Childhood Special Education services (an IEP), and his/her parent/guardian elects for him/her to remain in Early Intervention. Children shown with **Extended EI Eligible** may be potentially eligible for this option. ISBE recommends the eligibility process be completed at least two weeks prior to the 3rd birthday to allow consistent communication with the Child and Family Connections Office and parents/guardians to facilitate the timely transition of these students.

School Year ℹ   2024

Record Type ℹ   Show All

| Show All |
| Incomplete |
| Past Due Incomplete |
| Completed |
| Non-Compliance |
| Requires ISBE Admin Action |
| Records Not In District Boundary |

District

First Name   Date Of Birth   Search   Clear

Export

Record Complete   **Name** ↑   **Birth Date** ⇕   **Contact**   DHS Last Reported: 12/22/2023

Hover the cursor over the "I" next to record type and a box will expand to provide definitions of each of these types. You will want to complete your "Past Due Incomplete" records. Any students under "Non-Compliance" will result in an indicator finding.

Students can be sorted by name, ascending or descending birthdate. Contact information is also listed. The record complete will have a red clipboard until the student has been documented on and turns three. Then it will change to a green checkmark. This screen also shows the date the report was last updated.

Record Complete	Name ⬍	Birth Date ⬍	Contact	DHS Last Reported: 09/06/2023
🔴	TEST, STUDENT	01/01/2020	ISBE TEST 1234 ILLINOIS ST SPRINGFIELD, IL 62702	Select
🔴	TEST, STUDENT	01/01/2020	ISBE TEST 1234 ILLINOIS ST SPRINGFIELD, IL 62702	Select
🔴	TEST, STUDENT Extended EI Eligible	01/01/2020	ISBE TEST 1234 ILLINOIS ST SPRINGFIELD, IL 62702	Select
🔴	TEST, STUDENT	01/01/2020	ISBE TEST 1234 ILLINOIS ST SPRINGFIELD, IL 62702	Select
🔴	TEST, STUDENT	01/01/2020	ISBE TEST 1234 ILLINOIS ST SPRINGFIELD, IL 62702	Select

ILLINOIS STATE BOARD OF EDUCATION

Documenting in the Early Childhood Transition System

ILLINOIS
STATE BOARD OF
EDUCATION

Transition Details   Close

Student Information   **Contact Information**

Student Id: --   ISBE
Name: TEST, STUDENT   100 N. 1ST STREET
Date of Birth: 01/01/2020   SPRINGFIELD, IL
EI Number: 123456   62777
Clinic Id: 123456   (217) 782-4321

**Was the student evaluated by East St   ○ Yes   ○ No
Louis SD 189?**

Select whether the student was evaluated by the school district.

ILLINOIS
STATE BOARD OF
EDUCATION

Transition Details   Close

Student Information   **Contact Information**

Student Id: --   ISBE
Name: TEST, STUDENT   100 N. 1ST STREET
Date of Birth: 01/01/2020   SPRINGFIELD, IL
EI Number: 123456   62777
Clinic Id: 123456   (217) 782-4321

Was the student evaluated by East St   ○ Yes   ● No
Louis SD 189?

Reason For Not Evaluating ⓘ   [- Select -   ▾]

Additional Comment   [   ]
                                    [   ]
                                    [   ]
                                    [   ]
                                    [   ]

                                                      [Submit]

The answer for if the student was evaluated directs the next set of questions. If the district did not evaluate, the reason for not evaluating must be selected.

ILLINOIS
STATE BOARD OF
EDUCATION

Transition Details   Close

Student Information   **Contact Information**
Student Id: --   ISBE
Name: TEST, STUDENT   100 N. 1ST STREET
Date of Birth: 01/01/2020   SPRINGFIELD, IL
EI Number: 123456   62777
Clinic Id: 123456   (217) 782-4321

Was the student evaluated by East St   ○ Yes   ● No
Louis SD 189?

Reason For Not Evaluating ⓘ

[- Select -   ⌄]

- Select -
01 - Exited before transition process
02 - Moved before or during transition process
03 - Child is deceased
04 - Referral not needed
05 - Parents did not consent
06 - No evaluation recommended
07 - Address not in district

Additional Comment

                                                    [Submit]

Hover the cursor over the "i" next to "Reason for not Evaluating" for details of the reasons.

02 and 07 are frequently confused.

If the child moved, ask where the child moved to and enter the new school district.

Reasons for not Evaluating

- The child exited Early Intervention before the transition process.
- The child moved away before or during the transition process.
- The child is deceased.
- The child was served in Part C/EI and referred to Part B but the parent/guardian declined their right to a timely and meaningful transition.
- The domain meeting team recommended an evaluation, but the parent/guardian did not provide consent OR repeatedly failed or refused to produce the child for evaluation.
- Evaluation deemed not warranted and did not proceed with evaluation (this does not include those students where EI reports are used to determine eligibility).
- The address is not in the district boundary.

Transition Details   Close

Student Information   **Contact Information**

Student Id: --   ISBE
Name: TEST, STUDENT   100 N. 1ST STREET
Date of Birth: 01/01/2020   SPRINGFIELD, IL
EI Number: 123456   62777
Clinic Id: 123456   (217) 782-4321

Was the student evaluated by East St   ● Yes   ○ No
Louis SD 189?

Match DHS record to SIS Student

Student Id	Last Name	First Name	Birth Date	
	TEST	STUDENT	01/01/2020	Search ⓘ
123456789	TEST	STUDENT	01/01/2020	Select as Match

Submit

When it is selected the child was evaluated by the district, different questions populate. You must match the transition (DHS record) to a SIS ID. The student name and birthdate prepopulates. If the DHS record has incorrect information (name spelling or birthdate), the search criteria will need adjusted.

ILLINOIS
STATE BOARD OF
EDUCATION

Transition Details

Close

Student Information

Student Id: --
Name: TEST, STUDENT
Date of Birth: 01/01/2020
EI Number: 123456
Clinic Id: 123456

Contact Information

ISBE
100 N. 1ST STREET
SPRINGFIELD, IL
62777
(217) 782-4321

Was the student evaluated by <u>East St Louis SD 189</u>?   ● Yes   ○ No

Eligibility Determination Date   [   ]

IDEA Eligible   ○ Yes   ○ No

Did parent/guardian provide consent for initiation of special education services   ○ Yes   ○ No

Services Start Date   [   ]

Reason For Delay in Transition ⓘ   [- Select -   ▾]

Note: SIS student **123456789, STUDENT TEST,** will be matched to this record.   **Unmatch**

Submit

It is very important to make sure the correct SIS ID is matched the to the transition record.

ILLINOIS STATE BOARD OF EDUCATION

No SIS Match

- Create new SIS ID
  - Enrollment Record
  - Evaluation Only Record
- To avoid no SIS ID match in the system, we suggest that you create an *evaluation only* record for all students who are going to be evaluated.
- By creating the *evaluation only* record prior to the child being evaluated, will help the district avoid any issues if the child does not enroll following the evaluation.

ILLINOIS
STATE BOARD OF
EDUCATION

Transition Details   Close

Student Information   **Contact Information**
Student Id: --   ISBE
Name: TEST, STUDENT   100 N. 1ST STREET
Date of Birth: 01/01/2020   SPRINGFIELD, IL
EI Number: 123456   62777
Clinic Id: 123456   (217) 782-4321

Was the student evaluated by East St   ● Yes   ○ No
Louis SD 189?

Eligibility Determination Date   01/01/2024

IDEA Eligible   ● Yes   ○ No

Did parent/guardian provide consent for   ○ Yes   ○ No
initiation of special education services

Services Start Date

Reason For Delay in Transition ⓘ   - Select -   ⌄

Note: SIS student 123456789, STUDENT TES

- Select -
01 - No delay
02 - Parent/Guardian refusal
03 - Child enrolled in the district
04 - CFC sent referral late
05 - CFC determined eligibility late
06 - School district delay
07 - School break or parent choice
09 - Early Intervention/Extended Services

MICHELLE KING

Enter eligibility determination date, whether the child was determined eligible or not, if consent for services was provided, and start date. A reason for delay in transition must be selected, even if there was no delay.

Hover the cursor over the "i" for more detailed reasons.

ILLINOIS STATE BOARD OF EDUCATION

23

Transition Details

Close

Student Information

Student Id:	--
Name:	TEST, STUDENT
Date of Birth:	01/01/2020
EI Number:	123456
Clinic Id:	123456

Contact Information

ISBE
100 N. 1ST STREET
SPRINGFIELD, IL
62777
(217) 782-4321

Was the student evaluated by East St Louis SD 189?   ● Yes   ○ No

Eligibility Determination Date
`01/01/2024`

IDEA Eligible   ● Yes   ○ No

Did parent/guardian provide consent for initiation of special education services   ● Yes   ○ No

Services Start Date
`01/01/2024`

Reason For Delay in Transition ℹ
`01 - No delay` ⌄

> Note: SIS student **123456789, STUDENT TEST,** will be matched to this record.   **Unmatch**

Are you sure you want to submit these transition details?   No   **Yes**

Make sure all details are correct before submitting. If the wrong SIS ID was matched, select "unmatch."

ILLINOIS STATE BOARD OF EDUCATION

24

Delay Codes

IDEA Eligible = No and No Delay:

OSEP measurement (b)	ISBE code
# of those referred determined to be **NOT** eligible and whose eligibility was determined by their third birthdays	Code 01 No delay and not eligible The child was served in Part C (Early Intervention), was referred to Part B (Early Childhood Special Education) for Part B eligibility determination and was determined to be **NOT ELIGIBLE** for Part B services by his/her third birthday.

IDEA Eligible = Yes and No Delay:

OSEP measurement (c)	ISBE code
# of those found eligible who have an IEP developed and implemented by their third birthdays	Code 01 No delay and eligible The child was served in Part C (Early Intervention), was referred to Part B (Early Childhood Special Education) for Part B eligibility determination, was determined to be **ELIGIBLE** for Part B services, and had an IEP developed and implemented by his/her third birthday.
	Code 07 School break or parent choice and eligible The child was served in Part C (Early Intervention), was referred to Part B (Early Childhood Special Education) for Part B eligibility determination, was determined to be **ELIGIBLE** for Part B services, and had an IEP developed and ready to be implemented by his/her third birthday, but services could not begin until after his/her third birthday due to a school break or parent/guardian choice.

ILLINOIS
STATE BOARD OF
EDUCATION

IDEA Eligible = Yes and Unacceptable Delay (results in a finding of noncompliance):

OSEP measurement for noncompliance	ISBE code
# of children who were served in Part C and referred to Part B for eligibility determination that are not included in measurement b, c, d, or e	Code 04 CFC sent referral late Early Intervention sends the referral after the child is 2 years 9 months, but they received the child before age 2 years 9 months. This results in a school district non-compliant finding. The LEA is responsible for children on the transition list regardless of if the CFC sends a referral.
	Code 06 School district delay This results in a school district non-compliant finding. The district did not complete the evaluation and determine eligibility by the 3rd birthday (e.g., Child was on the 27th month list, district did not receive EI referral packet and did not follow up with CFC or parent/guardian, did not meet evaluation timeline).

These delay codes will result in a finding of noncompliance.

ILLINOIS STATE BOARD OF EDUCATION

IDEA Eligible = Yes and Acceptable Delay:

OSEP measurement (d)	ISBE code
# of children for whom parent refusal to provide consent caused delays in evaluation or initial services or to whom exceptions under 34 CFR300.301(d) applied	Code 02 Parent/guardian refusal Parent/guardian refusal to provide consent caused a delay in evaluation or initial services OR parent/guardian repeatedly failed or refused to produce the child for evaluation.
	Code 03 Child enrolled in the district The child enrolled in the district after the evaluation process had begun and prior to a determination by the child's previous district as to whether the child was a child with a disability.
OSEP measurement (e)	**ISBE code**
# of children determined to be eligible for early intervention services under Part C less than 90 days before their third birthdays	Code 05 CFC determined eligibility late The child was determined to be eligible for early intervention services under Part C less than 90 days before his/her third birthday.

ILLINOIS STATE BOARD OF EDUCATION

Frequently Asked Questions

How often should districts update the transition list?

At least monthly

⬇

Can update as frequently as you want

⬇

Document on children on the list in error (i.e. moved or district not in boundaries) as soon as you are aware

ILLINOIS STATE BOARD OF EDUCATION

When do all records have to be updated by?

- Final data entry for the school year must be entered by July 15

What are district obligations if a child turns 3 over the summer?

- Use the list to determine who will be turning three over the summer

- Evaluate the child before the school year ends or make plans for a summer evaluation

- Discuss with your local CFC if you would like the transition planning conference held sooner

- Eligibility determined and IEP in place if eligible by the 3rd birthday

ILLINOIS STATE BOARD OF EDUCATION

What are requirements for late referrals?

Referred to early intervention more than 90 days before the child's third birthday, but was referred to the district less than 90 days before the child's third birthday

- Evaluation and IEP by the 3rd birthday

Determined to be eligible for IDEA Part C less than 90 days from the child's third birthday?

- 60-school day timeline
- delay code in the Early Childhood Transition System is Code 05, "CFC determined eligibility late."

ILLINOIS
STATE BOARD OF
EDUCATION

What are the requirements if a child moves during the transition process?

- The new school district must conduct an initial evaluation within 60 school days of receiving parental consent for the evaluation, even if that timeline expires after the child's third birthday.

- ISBE encourages the new school district to make every effort to complete the evaluation, determine eligibility, and develop and implement an IEP by the child's third birthday or as soon after the third birthday as possible.

- Parent and district should agree to a specific time when the evaluation will be completed.

- Delay Code 03, "Child enrolled in the district," should be selected as reason for delay.

What are the requirements when the child is referred to EI less than 45 days before the 3rd birthday?

- Early intervention is not required but they can complete initial evaluation

- EI refers the child to the appropriate LEA

- LEA follows 60 school day

- If the child begins services after the third birthday, the appropriate delay code for this situation in the Early Childhood Transition System is Code 05, "CFC determined eligibility late

Does the transition system replace the tracking form?

- No
- Two separate processes for two separate purposes.
  - The Early Childhood Transition System is an ISBE data collection portal
  - EI to EC tracking form is a communication and tracking tool for early intervention.
- Districts must continue to complete the tracking forms and send those to the local CFCs.

What if I received a referral from EI but the student is not on my transition list?

- Search for the student within the Early Childhood Transition System in the dropdown menu called "Student Not Assigned to a District."
- Includes all records with reason type listed as either 02, "Moved before or during transition process" OR 07 "Address not in district."
- If you find the child, you can assign them to your district.
- The user must enter the student's first name, last name and date of birth to return record(s).
- If the student is not found using this search, contact ISBE at 217-524-4835 for assistance in resolving the matter.
- If the student is not in the system, you will be unable to document on the student at the present time but check back monthly.

When should I note that the student is not within the district boundaries or that the CFC notified the district that the child has moved?

- As soon as you are made aware of them.
- Not-in-district boundary when address is outside of the district boundaries after checking with CFC.
  - Should not select out-of-district boundaries if the child has moved out of the district.
- Child moved away before or during the transition process when made aware the child moved
- Make note of the correct district in the pop-up box once selected if either scenario occurs.

ILLINOIS STATE BOARD OF EDUCATION

How do I create an evaluation only record?

Select "Request SID number"

Enter minimal identifying information

Select "evaluation only," for grade level

Start date may be listed as August 1.

PDA 1.0

ILLINOIS STATE BOARD OF EDUCATION

I entered information on a student, but it is still showing a red "x." Why did it not change to a green checkmark?

- The record will switch to a green check when the child reaches his or her third birthday.

We used the IFSP to develop the IEP. What reason for not evaluating do I select?

- This is still considered evaluating.

- At the domain meeting, you would have determined that the district does not need to collect additional data and you are using the IFSP information.

- You then hold an eligibility determination conference.

- The answer in the transition system for the question "Was an evaluation completed?" is yes.

What does a school district do if a parent/guardian originally agrees to the transition and then decide they have changed their minds?

- When completing the tracking form, mark transition delayed, then check parent/guardian failure/refusal to produce child and write a description of why.

  – Document the attempts to evaluate the student and the date of the refusal.

- In the Early Childhood Transition System in SIS, select reason for not evaluating as "The domain meeting team recommended an evaluation, but the parent/guardian did not provide consent OR repeatedly failed or refused to produce the child for evaluation."

What delay code is used when the evaluation was completed before the third birthday, but the services started until after the third birthday due to a parent/guardian choice or school break?

Choose Delay Code 07, "School break or parent choice and eligible."

This does not result in a district finding of noncompliance.

ILLINOIS STATE BOARD OF EDUCATION

Why is a CFC delay a district finding of noncompliance?

- Districts are required to seek out IDEA-eligible students, including those transitioning from early intervention.

- The Early Childhood Transition System provides districts advance notice of children who may be transitioning from early intervention.

- It is the responsibility of both programs to work together to make sure that the LEA notification and the transition conference for children potentially eligible for Part B occur

ILLINOIS STATE BOARD OF EDUCATION

What do I select for a delay code if the reason is not listed?

- Select the delay code that most closely represents the reason for delay.

What happens when I have the same student showing multiple times?

- An incorrect SIS ID was matched to the record.

- Contact information will be different.

- Determine the incorrect matches

- Select the record

- Select Reset at the bottom

Contact Information

Early Childhood Department

- 217-524-4836

Special Education Department

- 217-782-5589

ILLINOIS
STATE BOARD OF
EDUCATION