



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING



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MEMORANDUM

TO: Special Education Administrators

FROM: Jacquelyn J. Thompson, Ph.D., Director
Office of Special Education and Early Intervention Services

SUBJECT: Reporting Initial Evaluation/IEP Data in the Spring 2010 Michigan Student Data System (MSDS) Collection

**DISSEMINATE TO SPECIAL EDUCATION ADMINISTRATORS
AND DATA ENTRY PERSONNEL**

The *Individuals with Disabilities Education Act* of 2004 (IDEA 2004 - § 300.301) requires that all initial evaluations for special education programs and/or services be conducted within 60 days of receiving parental consent for the evaluation, or within the state established timeframe. However, the Michigan Administrative Rules for Special Education (R340.1721c) requires that both the initial evaluation and initial individualized education program (IEP) be completed within 30 school days or within the agreed-upon written extension, for all children and/or youth birth to 26 years of age.

These data are collected via the Initial Evaluation/IEP Component of the Michigan Student Data System (MSDS). The component consists of the following characteristics (i.e., fields):

- Date of Parental Consent
- Timeliness of Initial IEP
- Result of Initial IEP
- Days Beyond Timeline

Previously, school districts have been required to report these data for those three through 21 years of age. Per a December 2009 guidance document from the U.S. Department of Education, beginning with the spring 2010 collection, districts will now be required to report all initial evaluations/IEPs for those birth through 21 years of age.

If you have any questions or concerns, please contact Darren Warner at (517) 241-0786, or via e-mail at warnerd@michigan.gov. Thank you for your continued commitment to providing accurate and complete data on all initial evaluations/IEPs conducted.

JJT/DW/FL/gk

c: William Mayes, MASA
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