

Preschool to Kindergarten Program Settings (2022-2023 School Year)

In CALPADS, a transaction must be uploaded when a kindergarten child turns 5, to update the program settings from the preschool settings to the kindergarten settings. If a transaction is missing, LEAs will get error SPED0591 at Fall 1, or error CERT168 at EOY. These directions help LEAs track transactions to be created and uploaded after the Fall 1 data certification has been completed.

Note: In addition, General Education Participation Percentage Range Code must be populated to avoid CERT167

In SEIS:

Criteria for Selection

In the SEIS Searches Criteria, filter for students who are in grade level *Kindergarten*, whose date of birth is between the day after census day minus 5 years and today's date minus 5 years. (For the 2022-2023 school year, the start date of the range would be 10/6/2017, because 2022 minus 5 years is 2017)

The results of this search show students in kindergarten who turned 5 on or after Census Day. These students will all need to have a five-year-old program setting reported to CALPADS, if it has not been done already, to avoid CALPADS errors.

To proactively run this search for all kindergarten students turning 5 through the end of the school year, use the end date of 5 years before the end of the reporting year (For the 2022-2023 school year, that date would be 6/30/2018).

The screenshot shows the 'Criteria' section of the SEIS Searches interface. It includes three filter criteria:

- Student Exited**: A dropdown menu with 'Student Exited' selected, a red 'X' icon, and radio buttons for 'Yes' and 'No' (with 'No' selected). There is an 'Exclude Criteria' checkbox.
- Grade Level**: A dropdown menu with 'Grade Level' selected, a red 'X' icon, and a text input field containing '18 Kindergarten'. There is an 'Exclude Criteria' checkbox.
- Date of Birth**: A dropdown menu with 'Date of Birth' selected, a red 'X' icon, and a date range 'is between' with input fields for '10/06/2017' and '02/09/2018'. There is an 'Exclude Criteria' checkbox.

At the bottom right, there are three buttons: '+ Add' (green), 'Edit' (green), and 'Search' (orange).

Columns to Show

In the Column Options, select:

- ✓ Date of Birth
- ✓ Program Setting (TK/Kgn or greater, ages 5-22)
- ✓ Preschool Program Setting (3-4 year old Preschool and 4 year old TK/Kgn)
- ✓ Date of Amendment
- ✓ Date of IEP (Meeting Date on Current IEP Forms)

The screenshot shows the 'Column Options' section of the SEIS Searches interface. It includes:

- Type of Report**: A dropdown menu with 'Student report (Add columns to show)' selected.
- Select Columns for Report**: A section with a green border containing four selected columns: 'Date of Birth', 'Program Setting (TK/Kgn or greater, ages 5-22)', 'Preschool Program Setting (3-5 year-old Preschool and 4 year-old TK/Kgn)', and 'Date of IEP (Meeting Date on Current IEP Forms)'.

At the bottom right, there are two buttons: 'OK' (green) and 'Cancel' (grey).

Download the list to Excel

Checking for Transactions

To see if a transaction was created for all students on the list, you can compare a downloaded list from the search on page 1 to a downloaded list of transactions.

On the SEIS **CALPADS Transactions** page, show all transactions for the academic year.

Type of Transactions:

All Transactions

Reporting Academic Year:

2022-2023

Under the CALPADS Transactions Filters, add the following filters:

- Meeting dates between 10/6/2022 and today's date
- OR
- Amendment Dates Between 10/6/2022 and today's date
- Transaction Type: Amendment or Affirmed IEP

Meeting Dates Between:

10/06/2022

and

02/13/2023

And Or

Amendment Dates Between:

10/06/2022

and

02/13/2023

Enrollment Dates Between:

and

Include Blank Enrollment Dates

Meeting Type:

Plan Type:

Transaction Type:

Amendment Affirmed IEP

Click the Apply Filters button at the bottom to show just the students who meet your search criteria.

Apply Filters

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