**Proposed Form changes coming soon….**

1. Teacher of Deaf/Hard of Hearing throughout documents
2. IEP 7A-1 Related Services and Revision to Next year’s data forms
   Comments section under each services
3. IEP 2C-SLD Eligibility:
   - PSW form and RTI form (currently in Asst Plan tab) moved under the IEP2C,SLD
   - Eligibility form
   - SLD Eligibility form, PSW form, and RTI form are optional forms
4. IEP 2 IEP Eligibility: Oral Expression and Listening Comprehension now added with check boxes.
5. Assessment Plan: student’s school and grade will be added to form
6. Triennial Re-Evaluation form (will be added in Spanish and English)
7. BIP 6 page form changes
8. BIP 2 page form put in “Other Forms” tab
9. IEP 15 Medical Billing form now optional

**Helpful Hints**

If having an Amendment meeting and an additional assessment is needed through an Assessment Plan: Use ‘Other Review’ and enter ‘Additional Assessment’ as a secondary purpose. If the eligibility changes use the IEP 2 Eligibility form to change the disability.

View all assessment data for a student (DRDP; CAASPP; ELPAC; PE Assessment) by going to Student Info menu > Special Ed Profile > Data Info

Transition Meetings: Go to IEP Manager>Other Review, if the meeting falls on an Annual Review or Triennial, enter the ‘Transfer’ option as a Secondary Purpose in lieu of an Other Review.

Select the appropriate Secondary Purpose. After Selecting a ‘Transfer’ options the (IEP 13) Revisions to IEP for Next School Year form will be required.

a. If services will change, enter all services including the services that will change on the IEP 13.

b. If the district or school changes, click on the ‘Edit Next Years Data’ link located to the right of the form link or under the Student Info menu and enter the next district and school if known.

Finalizing Meetings: Please review your homepage regularly for meetings that need to be Finalized, Transfers and student Assignment Requests. Meetings should be Finalized within 24-48 hours after the meeting has been completed. Finalized IEPs are sent to the CDE as they
occur throughout the year. If an IEP is not Finalized, the meeting may appear to be late and cause a compliance concern to the CDE.

**Get Ready for CAASPP testing:** This is a great time to start reviewing your CAASPP data in SIRAS and to schedule IEPs needed to make necessary changes prior to the data export to TOMS. The [TOMS Export Help Sheet](#) contains guidance for case managers on data review, for SIRAS administrative staff on the data export for TOMS and for test coordinators on the upload of test supports and accommodations to TOMS. [News and tips regarding the CAASPP Portal](#)

**REMEMBER:** Any changes in accommodations during testing period will not be included into TOMS. New accommodations added during testing window take 24-48 hours to go into effect once uploaded into TOMS.

**Get Ready for ELPAC testing:** Beginning February 1, the Summative ELPAC will be administered electronically for the first time. Universal Tools, Designated Supports and Accommodations, similar to those for the CAASPP, will be available for the ELPAC. A menu of the new supports available is found in Tools/Added Forms/Menu Options. Changes to the menus on the ELD form and new supports were added in November.

Review your caseload in two different ways:

1) To review entire caseload of English Learners at a glance, go to the Tools menu/Student Lists/Predefined Lists/ EL Test Participation button.

2) To look up supports for a single student, choose a student from your caseload and go the to Student Info menu/ Special Ed. Profile/ Assessment Info tab in SIRAS.

There will also be a record of the supports previously on the IEP for the paper-pencil version of the ELPAC by domain (listening, speaking, reading and writing). This is for historical reference, for use in assisting you to determine the supports needed for the electronic version of the assessment. Please note that if student(s) are taking an alternate to the ELPAC (VCCALPS), there are no additional supports needed, as the assessment is administered in the student’s preferred learning mode.

The [TOMS Export for ELPAC help sheet](#) details specific instructions for case managers, SIRAS data administrators and notes for the ELPAC test coordinator.

**Current form changes**

The Forms Committee meets monthly to discuss form adjustments. Please send any suggestions for form adjustments to jconnolly@sbceo.org.

**Announcements**

The new English Language Development form is now in place.
The electronic format of the ELPAC will be launched this Spring. Embedded Universal Tools, Designated Support and Accommodations (UDAs) are now included and supports are no longer separated out by domain, but rather encompasses all of them. If you have already submitted the old English Language Development form and the meeting has not been held, you may see that the old form has turned orange with the message 'Submitted but no longer applicable'. If you see this message, click the red 'X' to the right of the form link and complete the new version of the form. Last year’s supports will remain listed for your reference in the Student Info menu/Student Profile/Assessment Info tab in SIRAS under Listening, Speaking, Reading and Writing and should be deleted once you no longer need them. The new supports will be listed under the top section labeled ‘Overall’.
Core Content Connectors are now in the GoalWizard: Core Content Connectors Goal stems containing the English Language Arts Core Content Connectors (CCCS) are now in the GoalWizard. CCCS identify the most recent grade-level, core academic content in ELA. CCCS illustrate the necessary knowledge and skills needed to reach learning targets within the CCSS. Math CCCS are expected to be in SIRAS in the next few months.

**Calpads**

CALPADS Certification

SIS integration: Please contact SIRAS (Brian Marcontell) if your system needs integration.

CALPADS discrepancy reports: https://documentation.calpads.org/extracts/SPEDDiscrepancyExtract/

For additional support please go to:

padlet.com/siras/siras4calpads.

Padlet.com/siras.siras4admin.

**Updates in SIRAS**

CAASPP and ELPAC data export to TOMS

- The TOMS export is still required this year. Beginning in 2020, we believe there will be an ability for CALPADS to receive CAASPP and ELPAC data directly thru the API, alongside the SPED and SSRV files.
- In order for students to have TOMS accommodations, at least one SPED record must be sent from your district to CALPADS to indicate the student is in SPED at your district.
- An ELPAC export will be released in January.

Email: support@sirassystems.com

Issues concerning bugs on forms; SIRAS procedures; troubleshooting questions; IEP Manager; configuration issues; MIS Summary page; CASEMIS and other general questions.

SIRAS Toll Free Hotline: 844-33 SIRAS or (844) 337-4727 [M - F: 8:00 to 6:00]