

ND DPI Special Education Case Management System

Quick Reference Guide to the Summer 2011 Changes to TIENET

August 8, 2011

Mental Retardation changed to Intellectual Disability (Global change in TIENET)

Prior Written Notice Form: Changes have been made to the list of actions that are being proposed when the Prior Written Notice is being sent to the parent(s) or student. In the Help Menu of TIENET, the "Guide to Completing the Prior Written Notice" has been added.

ECSE Student Profile Evaluation: The following section with a checkbox was added: *A copy of the "Parental Rights for Public School Students Receiving Special Education Services-Notice of Procedural Safeguards" was provided.*

Student Profile Evaluation: The following statement with a checkbox was added: *A copy of the "Parental Rights for Public School Students Receiving Special Education Services-Notice of Procedural Safeguards" was provided.*

Consent for Initial Placement in Special Education Services: Added "*(Applies to Public School Setting)*" after "I have received a full explanation and understand the procedural safeguards available to me. I have received the Parent Guide to Special Education."

Individual Service Plan (ISP) A LRE section was added. The preschool is the same as on the IEP). For students 6-21 the only option that would be presented is "parentally placed".

IEP's

Cover Page: A checkbox was added to enable the case manager to document that the procedural safeguards were provided. (*A copy of the "Parental Rights for Public School Students Receiving Special Education Services-Notice of Procedural Safeguards" was provided.*)

Progress Report Section has been changed:

- 1) In the Progress Code section: Measurable Data
- 2) 2) New feature: When creating a progress report you will now select the option: **Generate Progress Report**. This option will only show up when you are not in edit mode. This will enable you to create progress reports with graphs (Optional) for reporting data as well as printing the progress reports out on separate pages not attached to the IEP. Therefore you will not be printing all of the goal pages.

- 3) **The Alternate Assessment Section** has been changed to alleviate an issue that has been occurring when working in an IEP that was copied from a previous year's IEP. Now, when you deselect the type of State Assessment participation by the student, the accommodation checkboxes in that section will deselect also.

3-5 IEP:

Cover Page Change - Complete the ND Child Outcomes Summary Form:

This statement is a guided action that does not show up when the document is printed. This link will take the TIENET User to the ND Child Outcomes Summary Form.

16-21 IEP

T-2 Page: Rewording of the following section: Procedural Safeguards

Section: Addition of the following: Upon turning 18, the student and parent must receive written notification that the educational rights of the student have transferred.

Date transfer of rights to students occurred *and* *"Transfer of Rights to Student" form was signed, if applicable.*

Extended School Year Plan (ESY)

Goals: Upon finalization of the most current IEP document the annual goals will auto-populate in the goals section of the newly created ESY Form. These goals are editable on the ESY form so the TIENET User may select only the goals they wish to keep on the ESY form.

Exiting Process:

Scenario: A student has been enrolled in a new district, without an exit form completed and finalized in TIENET by the student's former case manager.

Solution: The former Case Manager of the exited student will find on their homepage a report "Students Who Need an Exit Document." This will enable the former Case Manager to have access to the student's documents until an exit form is completed and finalized.

Note: This process is currently in development. As soon as it is finished and moved to the live database all users and system administrators will receive notice with detailed instructions.