

## Instructions for Completing the ND ECO Spreadsheet July 1, 2010 through June 30, 2011

### Definitions

**Entry Data:**

Entry data must be collected when a child enters Part B early childhood special education services. Entry into Part B early childhood special education services could be when a child: 1) is newly identified as eligible for Part B; 2) transitions from Part C to Part B; 3) enters a ND ECSE program from another state; or 4) reenters a program after an exit rating was completed.

**Exit Data:**

Exit data should be gathered during the time period right before the child leaves the early childhood special education services or by the time the child turns 6 years of age.

**Progress Data:**

The team must complete questions relating to progress at the same meeting when the team completes the child's exit rating. Progress is defined as the acquisition of at least one new skill or behavior related to the outcome.

### Spreadsheet Instructions

Student ID Number	Enter the child's state ID number
First Name, Last Name	Enter the child's name
Birthdate	Enter the child's birthdate
School District	Enter the child's home school district
Sp. Ed. Program	Enter the special education program providing preschool services for the child
Entry Date	Enter the date the child <b>begin receiving Part B early childhood special education services</b>
Entry Outcome Ratings	Enter the entry ratings determined for each of the three outcome areas determined by the child's team and documented on the ND COSF
Exit Date	Enter the date the child <b>exited early childhood special education services</b>
Exit Outcome Ratings	Enter the exit ratings determined for each of the three outcome areas that were determined by the child's team and documented on the ND COSF
Progress	For each Outcome area, choose yes or no to respond to the question if the child has made progress in the outcome area being discussed. This must be determined for each outcome area.