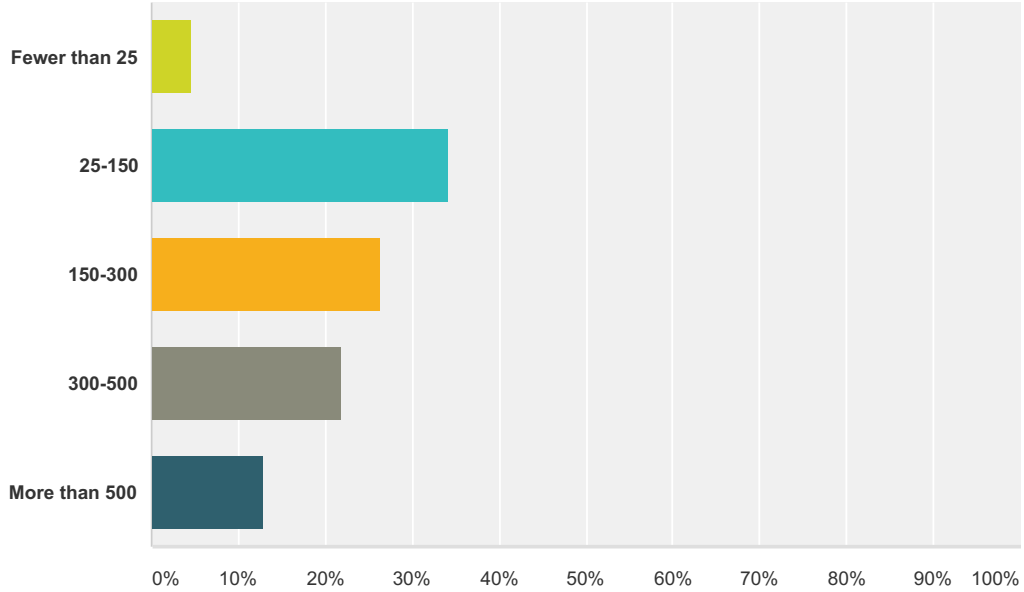


## Q1 Approximately how many students with IEPs receive special education services from your local education agency?

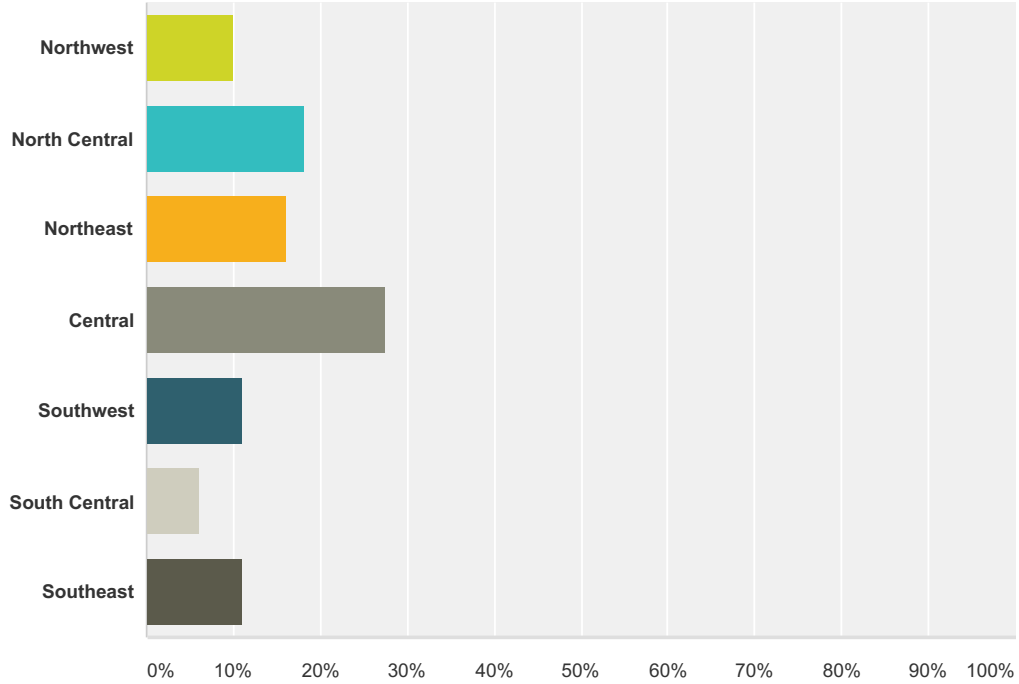
Answered: 178 Skipped: 6



Answer Choices	Responses
Fewer than 25	4.49% 8
25-150	34.27% 61
150-300	26.40% 47
300-500	21.91% 39
More than 500	12.92% 23
<b>Total</b>	<b>178</b>

**Q2 Please select the region of the state that best describes where your local education agency is located.**

Answered: 181 Skipped: 3

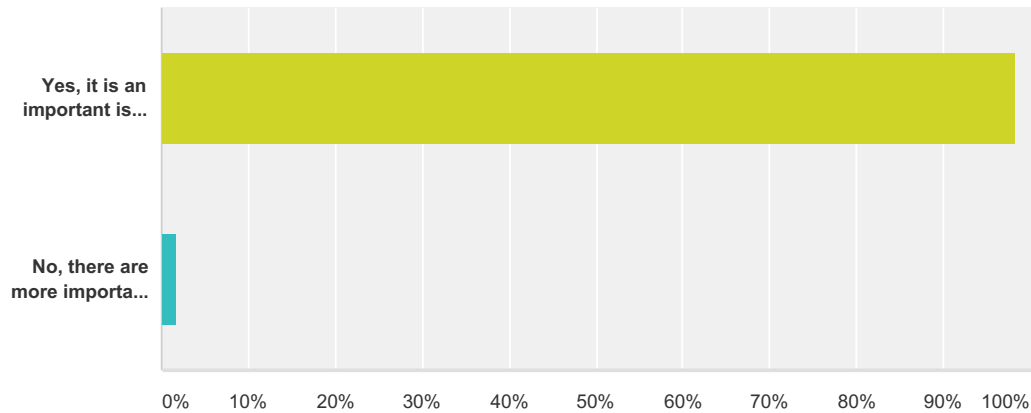


Answer Choices	Responses
Northwest	9.94% 18
North Central	18.23% 33
Northeast	16.02% 29
Central	27.62% 50
Southwest	11.05% 20
South Central	6.08% 11
Southeast	11.05% 20
<b>Total</b>	<b>181</b>

#	Other (please specify)	Date
	There are no responses.	

### Q3 Generally speaking, do you agree that paperwork reduction is an important issue for the ADE-SEU to review?

Answered: 179 Skipped: 5



Answer Choices	Responses
Yes, it is an important issue that needs to be reviewed	98.32% 176
No, there are more important issues to review	1.68% 3
<b>Total</b>	<b>179</b>

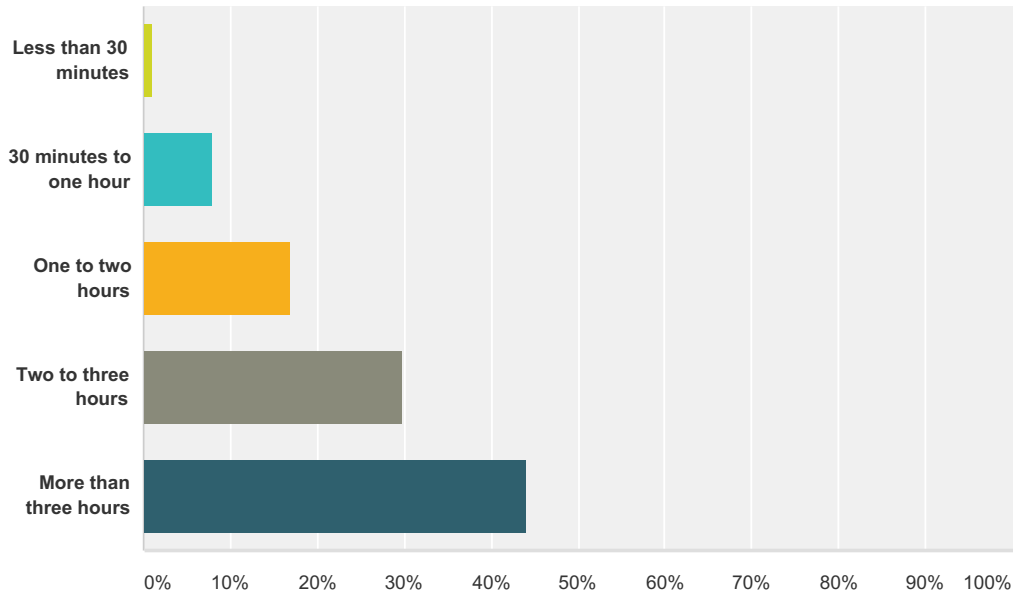
#	Comments:	Date
1	If we don't do something to take some of the load off of teachers and administration, we are going to lose very wonderful people.	11/20/2015 8:07 AM
2	Paperwork reduction is a real issue that affects the ability of teachers to provide quality instruction. Planning time is limited. Teachers become more fixated upon the compliance of the documentation (which is important) rather than the quality of the instruction.	11/19/2015 9:46 PM
3	This is an important issue for teacher retention.	11/19/2015 3:40 PM
4	Important for retention of teachers.	11/19/2015 3:13 PM
5	It seems that Arkansas has a lot more paperwork than surrounding states.	11/19/2015 2:37 PM
6	Yes, please please review the possibility of paperwork reduction.	11/18/2015 2:09 PM
7	I think a lot of the paperwork tells the same thing and it could be simplified.	11/18/2015 12:04 PM
8	If there is one issue I consistently hear from special education teachers , is that they do not have enough time to complete SPED paperwork.	11/18/2015 10:28 AM
9	The less time teachers spend on paperwork, the more time they can devote to teaching.	11/17/2015 12:59 PM
10	Teaching is the vital part of special education. Teachers have paper work just with teaching (lesson plans etc.) then put all of the due process on top of that . It is just way too much. We have to do everything a classroom teacher does and then much much more.	11/16/2015 4:01 PM
11	There should only be required forms. If there are forms which are not required, why would they necessary.	11/16/2015 3:54 PM
12	It takes up so much of our time.	11/16/2015 3:49 PM
13	It requires too much of our time that we could be spending with assisting students.	11/16/2015 3:47 PM
14	Please... not only review the issue but make changes that REDUCE the paperwork.	11/16/2015 3:36 PM
15	Yes, the amount of paperwork required is redundant and extremely time-consuming.	11/16/2015 1:58 PM

16	We cannot find and keep good teachers because of the length and constantly changing paperwork.	11/16/2015 1:55 PM
17	There is absolutely too much paperwork. It seems that every year we are told that the paperwork is being reduced but in the end we end up with even more paperwork. Our IEPs even doubled in size due to the additional pages. Even the increase in paperwork for evaluation programming conference decisions has increased.	11/16/2015 12:42 PM
18	too many forms for the same purpose.....signature required on the form 1 time should be sufficient, instead of more often (e.g., Eval Prog Conf form where parents sign to the form AND sign stating that they received a copy of the eval)....new forms will help will this substantially.....it is just going to take some time for the "kinks" to get worked out...	11/16/2015 11:30 AM
19	This is one of the main reasons that Special Education Teachers leave the field.	11/16/2015 10:59 AM
20	The amount of paperwork is a MAJOR barrier to being able to provide adequate services. Lots of time is spent over the weekend to prepare paperwork which takes away from home/family. But at times it is necessary in order to be able to actually implement appropriate pull out services. Pull out, monitoring and paperwork cannot happen simultaneously, so some aspect always suffers the short end of the stick.	11/16/2015 10:46 AM
21	The paperwork is redundant and needlessly time consuming. When you have to have special training on how to complete the Student Profile and the PLAAFP, it should tell you that that is not a realistic document.	11/16/2015 10:34 AM
22	The SPED teachers are snowed under with required paperwork.	11/16/2015 10:28 AM
23	Sped students are already behind or they would not be with us to start with. We need to spend more time working with students and less time on paperwork.	11/16/2015 10:15 AM
24	I think they should be reviewing for best interest of students and families, not nitpicking every tiny check box.	11/16/2015 10:03 AM
25	The more streamlined the paperwork can be, the better. The IEP is important and the annual reviews for planning. I really like what's been done so far.	11/16/2015 9:12 AM
26	The reduction of paperwork is an important issue because the amount of paperwork a special educator is responsible for significantly impacts the amount of time he/she has to plan and prepare for instruction. People teach special education because they care about students with disabilities, not because they love paperwork.	11/16/2015 8:36 AM
27	I came from Oklahoma in 99-00 and the paperwork requirement doubled. my paperwork could easily fit in a file folder in Oklahoma. In Arkansas it requires a three ring binder. I have always wondered why states differ in the amount of paperwork. I believe the load could and should be reduced.	11/16/2015 7:38 AM
28	With the compounding requirements of paperwork it makes it challenging for teachers to focus on the education side for students. Teachers spend tremendous amounts of prep time and before/ after school time completing paperwork therefore allowing limited amounts of time for lesson planning.	11/16/2015 7:23 AM
29	You can look at it this way as well. The more paperwork the more chances there are for mistakes that can cost a school district and a teacher. KEEP IT SIMPLE. Let's start a committee and get down to the basics!!	11/15/2015 1:50 PM
30	Special education teachers spend too much time on paperwork obligations and this takes away critical instructional time with students. We lose wonderful special educators every year due to excessive paperwork and it is a deterrent to other educators who may consider entering the field.	11/15/2015 11:53 AM
31	One of the biggest issues for my teachers!!!	11/13/2015 5:10 PM
32	Absolutely! We lose teachers every year for the paperwork overload and the fear that they will do something wrong on the paperwork and go through a due process.	11/13/2015 4:30 PM
33	It is very time consuming and some pieces are redundant.	11/13/2015 4:22 PM
34	It is very time consuming and some pieces are redundant.	11/13/2015 4:20 PM
35	The paperwork is so much that by the time the students get to high school, we need folder #2. It's hard to keep up with all of the papers.	11/13/2015 3:22 PM
36	Teachers spend way too much time on paperwork.	11/13/2015 3:09 PM
37	Our teachers need to have more time to teach and the amount of special education paperwork greatly decreases engaged instructional time as well as greatly impacted high teacher turnover rate in the special education teaching field.	11/13/2015 2:50 PM
38	The new EDR/EPC takes way too long to fill out and the information is duplicated if the student is MD.	11/13/2015 2:39 PM
39	It is the top reason teachers tell me they leave special education. Special education teachers are trained to teach in a specialized manner, but don't have time to do so due to paperwork. I agree, the documentation is important, my question is, could it not be done by requiring a district to have a designee to take some of the load off of those teachers.	11/13/2015 1:49 PM

40	This has always been an issue in special education that affects the overall perception of the field.	11/13/2015 1:29 PM
41	Having worked in multiple state education systems, I would say comparatively, Arkansas has a high quantity of required paperwork.	11/13/2015 1:16 PM
42	The time needed to complete due process paperwork, in addition to all other required teacher duties, outweighs the amount of time allotted in a daily schedule. With more focus on building district capacity, TESS, compliance demands, SOAR, specialized assessments, etc; more special education teachers are leaving the field and it is getting hard to replace them.	11/13/2015 12:50 PM
43	The new forms are going to take additional time... Our teachers need time with our students.	11/13/2015 12:34 PM
44	Paperwork is consuming our instructional time.	11/13/2015 12:18 PM
45	Reducing paperwork is a necessity. I feel the shortage of qualified professionals is a result of the ridiculous amount of paperwork required.	11/13/2015 12:03 PM
46	We like the original pilot EDR Forms.	11/13/2015 11:49 AM
47	There are things that have to be written multiple times throughout a conference pack.	11/13/2015 11:42 AM
48	Having just come from the classroom to the LEA position, I am acutely aware of the paperwork requirement. There are forms that say the same thing that could be reduced. (Prior Written Notice of Action) There are other forms in each conference packet that states the exact same things that the Prior Written Notice states.	11/13/2015 11:36 AM
49	YES!!!! 2-4 hours to complete an IEP (ONLY the IEP---no other paperwork) takes huge amounts of time away that can be spent serving kids.	11/13/2015 11:22 AM
50	Everyone is overwhelmed with all that is required. With less paperwork, there would be less compliance issues!!	11/13/2015 11:18 AM
51	Parents sign too many papers that could all be placed in one paper.	11/13/2015 11:13 AM
52	It is just part of the job and the paper load has decreased. I would like to see more time spent on addressing communication between regular ed teachers and sped teachers at the secondary level where students are in the regular classrooms for most of the time or even all of the time for indirect students. Level of performance details!	11/13/2015 11:00 AM
53	Finding a balance between instructional and operational is no easy task for novice and/or veteran teachers. In addition to fulfilling obligations mandated by state, school, and district.	11/13/2015 10:55 AM
54	Absolutely important!	11/13/2015 10:51 AM
55	It is hard to recruit teachers in special education, because of the paperwork. Most teachers that are in special education are wanting out and to teach in a regular classroom.	11/13/2015 10:45 AM
56	We live in a rural area so it is very hard to find good special education teachers. But with the paperwork it makes it very difficult to find good teachers that aren't just wanting to do it for a year so they can find another job in regular ed. We have a lot of 1 and done teachers in this area.	11/13/2015 10:37 AM
57	Speaking on behalf of the teachers that provide services under my direction, they would all like to spend more time on instruction and less on paperwork. They work nights and weekends to complete paperwork so that instruction time and student interaction is not compromised.	11/13/2015 10:35 AM

### Q4 On average (with the exception of the Annual Review), how much time do you think your special education teachers spend weekly completing ADE required special education paperwork?

Answered: 177 Skipped: 7



Answer Choices	Responses
Less than 30 minutes	1.13% 2
30 minutes to one hour	7.91% 14
One to two hours	16.95% 30
Two to three hours	29.94% 53
More than three hours	44.07% 78
<b>Total</b>	<b>177</b>

#	Comments:	Date
1	Teachers receive little to NO training in their studies regarding compliant documentation. They get training in the basics of Special Education Law (if that is even possible) but beyond that - it becomes a crash course in which box to check when.	11/19/2015 9:46 PM
2	Even though teacher are allowed a conference period there is not enough time to do a thorough job for class preparation and paperwork to prepare for each conference held throughout the school year.	11/19/2015 3:40 PM
3	We factored in these items: referrals/initial placement IEP/paperwork separate programming conferences functional behavior assessments behavior management plans regression/recoupment data collection Medicaid Notes Pre-k transition conference paperwork **It's important to note that time is needed to prepare draft paperwork prior to a conference, time for the conference, time to complete the paperwork following the conference and time to make/file the appropriate copies (parent, teacher/school, special education department).	11/19/2015 10:01 AM
4	The information is dependent on the types of student, placement.	11/18/2015 7:03 PM

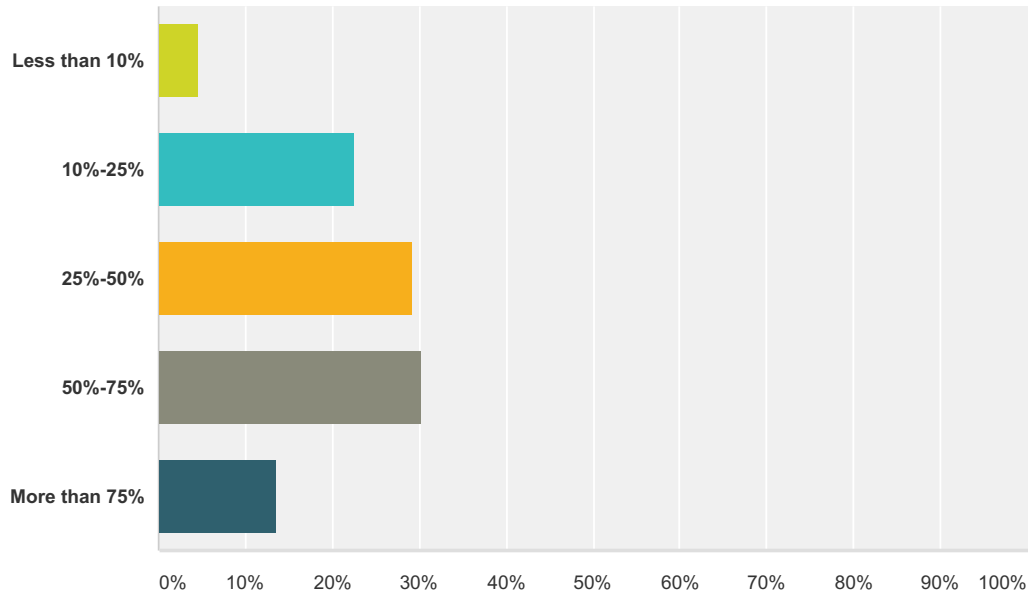
5	Depends on their caseload and their setting .... hard to be precise on an average. Some timeframes are predictably more heavy.	11/18/2015 4:00 PM
6	Very rarely does a week go by that some type of ADE required paperwork is not needed (a student transfers in, a re-eval report is ready and paperwork has to be typed up on results, this indirect kid is struggling, etc)	11/18/2015 2:09 PM
7	They spend approximately 3 hours per child.	11/18/2015 1:23 PM
8	Completion of paperwork is often done after hours.	11/18/2015 10:28 AM
9	They have to progress/evaluate the exiting children to determine whether to dismiss or to recommend for continuing services.	11/18/2015 10:12 AM
10	Over time, it probably averages out to more than three hours with failing grade conferences, behavior plans, and progress reports.	11/17/2015 3:07 PM
11	I complete all paperwork for the teachers, with the exception of Annual Reviews.	11/17/2015 12:17 PM
12	Teachers in the Forrest City School district do not handle due process procedure with the exception of the development of proposed IEP (in collaboration with other staff) and annual reviews. The district employs three due process designees to serve as the district representatives in all conferences. They establish all conferences including referral, evaluation, re-evaluation, separate program and behavioral conferences.	11/16/2015 7:35 PM
13	It varies depending on re-evals and new referrals. Writing the IEP takes a long!!! time.	11/16/2015 4:01 PM
14	Too much of family time is being taken up b/c there is no time to complete it all at school.	11/16/2015 3:49 PM
15	I am including data collection, parental contacts, etc that help with completing paperwork in addition to IEP. Also time spent with administering tests for evaluations and helping with that paperwork	11/16/2015 3:03 PM
16	I spend at least 4 hours a week after school on my special education paperwork.	11/16/2015 2:43 PM
17	Depending on the day, the number of conferences, and the type of conference we spend too much time trying to do paperwork when we should be spending that time teaching our students. I usually spend most of my time working on paperwork after school hours because my students need my attention. The students always come first.	11/16/2015 12:42 PM
18	In the fall in elementary, due to referrals, if not more. This was also completed for those secondary transition students as well.	11/16/2015 11:30 AM
19	Three hours does not even touch what teachers are spending on paper work	11/16/2015 11:22 AM
20	Sped Teachers are constantly holding Separate Programming Conferences to address a number of issues with students on their case load. Re-evaluations take time to complete(testing individual students with Brigance, doing class observations,etc...)	11/16/2015 10:59 AM
21	Especially for the highly mobile students. Entering them and then redoing the same paperwork when they drop and return, drop and return takes up a lot of time. The same can be said for the students with behavioral issues. One or two students can take up 30 or 40 hours of time doing paperwork that has nothing to do with providing educational services, it is just "doing paperwork" and will not change how they are taught in the least. I feel like I spend more time doing paperwork than I do planning lessons! It's horrible. I want to work with my students. I have ALL the same requirements as general education teachers, am evaluated under the same system, and have ALL the Due Process paperwork as well with zero extra time to complete it. Something has to give if you want to retain Special Education teachers. The English and Math teachers here have two periods without students a day (prep and collaboration). Why is that not mandated for Special Education teachers who complete Due Process paperwork. Why are we not on an extended work year like CTE, Shop, and other teachers?	11/16/2015 10:34 AM
22	At times, we could have 3/4 re-evals in one month. Also, a referral, new student, or student with failing grades that requires a conference. Not only do we spend a lot of time on paperwork but also have to meet timelines. Our students are a priority so sometimes it is very difficult and we spend hours trying to keep our heads above water. We spend much time before and after school working on paperwork. And we also have to spend time out of class to conduct our due process conferences. Not only do we have all of the sped requirements but also general ed requirements such as TESS, lesson plans, meetings, student/teacher issues, etc. It can be very overwhelming!	11/16/2015 10:15 AM
23	I teach kindergarten, so I have transition conferences, placement conferences, referrals, etc. On average, I have 3-4 meetings with each student during the year. That is provided we do not need absence conferences, failing grades conferences (lack of progress), etc.	11/16/2015 10:03 AM
24	This is true for elementary through Jr. High because of referrals and transfer students.	11/16/2015 9:12 AM
25	We have a lot of SPC's concerning behavior, grades, and attendance throughout the year; not to mention our school in general and the students who transfer in and out year round.	11/16/2015 7:38 AM

26	Consider that most teachers receive approximately 50 minutes of prep each day and each IEP meeting requires two hours of work if not more.	11/16/2015 7:23 AM
27	No matter how good of a teacher or how fast . It takes more that three hours for almost every conference by the time paperwork is done!!!	11/15/2015 1:50 PM
28	This is especially true of speech language pathologists and resource teachers who have larger caseloads. Referrals and reevaluations occur throughout the school year, as well as conferences which may address student progress or lack of progress.	11/15/2015 11:53 AM
29	Sometimes 5 to 10 hours more per week	11/14/2015 5:14 PM
30	More for my speech therapists!	11/13/2015 5:10 PM
31	Our district has a great amount of transfer-in students and a highly mobile population. Failing grades and speech referrals take a great amount of time. Having our own ALE also requires MD and FBA's!	11/13/2015 4:30 PM
32	Teachers are documenting progress of goals and preparing for interim reports, reevaluation, report cards and updated IEP at nine weeks.	11/13/2015 4:22 PM
33	Teachers are documenting progress of goals and preparing for interim reports, reevaluation, report cards and updated IEP at nine weeks.	11/13/2015 4:20 PM
34	*Gathering data for separate programming conferences *Arranging meeting times with committee members *Completing draft paperwork *Collecting academic data to report on IEP progress *Documenting indirect services, behavioral data, therapy notes, billing	11/13/2015 3:35 PM
35	I handle all conferences except Annual Reviews. They do those and invite me if they feel there could be a problem.	11/13/2015 3:22 PM
36	There are indeed times that all the paperwork is necessary, for instance EVP conferences but conferences such as seperate programming for transfer students and a complete packet to add or remove specific programming or to add or change modifications I believe is an area that could be reduced. The IEP as well is a very time consuming document. There are several pages that I feel could be combined and reduced to help in reducing the time it takes to prepare and revise.	11/13/2015 2:50 PM
37	Referrals, re-evaluations, separate programming, manifestations, quarterly progress	11/13/2015 1:49 PM
38	Huge increase in transfer students this year, especially out of state transfers. (Texas, California, Oklahoma, Michigan). Missing components and Reevaluations required additional time. Portfolio assessment paperwork takes additional time. I surveyed my teachers - Plan time is only 45 min. per day - teachers are using twice this amount from another part of the day.	11/13/2015 12:50 PM
39	IF it is done correctly.	11/13/2015 12:18 PM
40	To complete and evaluation conference packet and an IEP, each child takes approximately 2 hours.	11/13/2015 11:42 AM
41	Quite frankly it depends on the time of year. We have seen an increase in the number of referrals. The referral process is lengthy from gathering required information (which I include in "required paperwork") and required assessments to typing the actual documents. This includes school-aged and early childhood. Our district provides EC services and does not contract through the Co-op.	11/13/2015 11:36 AM
42	Early Childhood: Child Find in fall requires canceling therapy to get everything done. EC works on referrals all year long. One referral conference, from start to finish, takes about 20 minutes to set up conference, conference takes 45 minutes to 1 hour, finishing folder takes another 20 minutes. And then you start testing, etc, etc.	11/13/2015 11:22 AM
43	This district has the advantage of having office staff who do the bulk of the paperwork required for pre conference notice - teachers are only responsible for conference paperwork, which decreases the amount of time they must spend on paperwork.	11/13/2015 11:04 AM
44	Separate Programming Conferences can be held at any time a parent requests or for other reasons which unlike the annual review are not scheduled to plan for properly. In the meanwhile a referral may be in progress or a transfer from OUT OF STATE which requires data collection	11/13/2015 10:55 AM
45	This varies with the number of referrals and re-evaluations.	11/13/2015 10:51 AM
46	Annual review time is so difficult because teachers are also doing preschool transion conferences.	11/13/2015 10:48 AM
47	Depends on age. K-3 spends a lot more time than High School. At primary level between annual reviews, EPC and referrals I have had to hire subs so that sped can work on paperwork. I had teachers leave the field of Sped due to having to worry more about paperwork than actually having time to teach their students.	11/13/2015 10:48 AM
48	This should probably be more. Their time is stretched far too thin to allow much more time per week than this.	11/13/2015 10:39 AM

49	With all the new paperwork we are working extremely hard to have good paperwork. We spend several hours after school each day just on paperwork.	11/13/2015 10:37 AM
50	There are constantly re-evaluations and student transfers that require paperwork and attention.	11/13/2015 10:35 AM
51	We need to look at forms that repeat themselves, it adds work and can be confusing.	11/13/2015 10:35 AM

### Q5 Referring to your response to question number four, what percentage of the time that teachers spend completing ADE required special education paperwork occurs outside of regular school hours?

Answered: 178 Skipped: 6



Answer Choices	Responses
Less than 10%	4.49% 8
10%-25%	22.47% 40
25%-50%	29.21% 52
50%-75%	30.34% 54
More than 75%	13.48% 24
<b>Total</b>	<b>178</b>

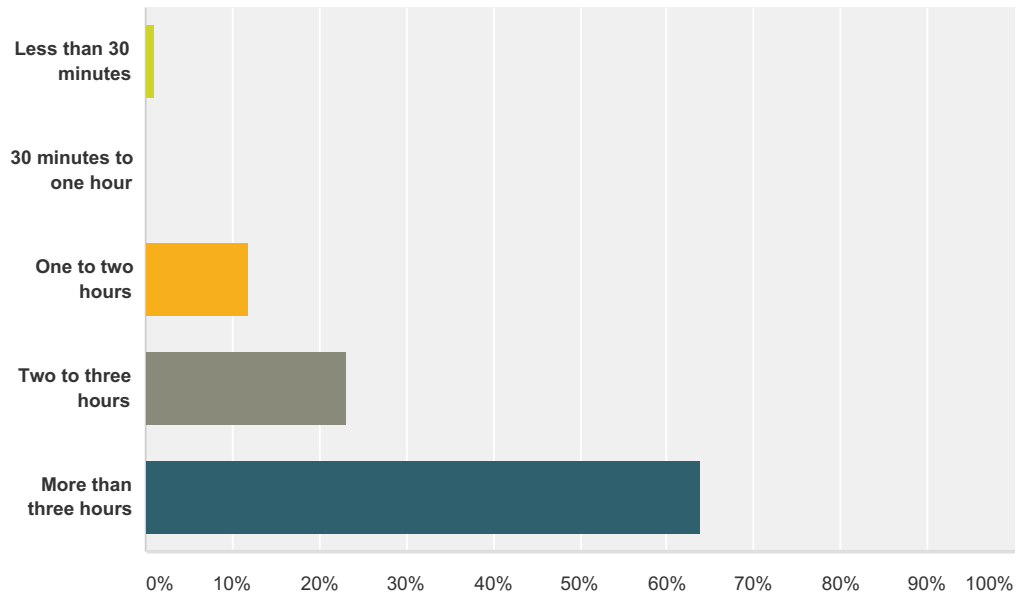
#	Comments:	Date
1	This is a seasonal response. Currently, our district works on annual reviews and preschool transitions in the spring semester. This requires hours of paperwork outside of school hours. 3-4 hours per child.	11/19/2015 9:46 PM
2	I do not know of many teachers who do not stay well beyond the required amount of time required.	11/19/2015 3:40 PM
3	Most teachers make teaching students a priority. Prep times are used to prepare to teach multiple academic areas/multiple grade levels, as well as district required paperwork like weekly lesson plans, TESS requirements, grade level meetings, etc. Many teachers have suggested two prep periods: one for regular teacher work and another for special education paperwork.	11/19/2015 3:13 PM
4	The 45 minute prep period allotted to teachers daily is insufficient to include attention to special education paperwork.	11/19/2015 2:09 PM
5	They only have a 40 minute (elementary) or 50 minute (secondary) planning time during the day. The rest of the time they are scheduled with students. Planning, paperwork, collaboration w/ other school staff, special education conferences cannot all be completed within this window of time therefore most of it is done outside of regular school hours.	11/19/2015 10:01 AM

6	Special ed teachers only get 1 plan period per day, just like regular ed teachers. However, they are also expected to teach just as many classes as regular ed teacher. The one plan time a day is enough to do lesson plans, or paperwork, but not both. That's why so many sped teachers have to do paperwork outside of school hours. It's very frustrating.	11/18/2015 2:09 PM
7	Not sure....I complete all the paperwork.	11/17/2015 12:17 PM
8	Each of the due process designee work an additional 10 -15 hours a week without compensation to ensure compliance with due process requirements.	11/16/2015 7:35 PM
9	They have to teach from bell to bell and during their prep they need to plan their lessons.	11/16/2015 4:01 PM
10	There is not enough time during the day to complete special ed paperwork so this has to be completed at home.	11/16/2015 3:47 PM
11	I do not have time during my day to complete my paperwork. I am either giving instruction, working one on one with students, or preparing lessons with the individualized curriculum.	11/16/2015 2:43 PM
12	There is never ending paperwork. A teacher could spend 8 hours a day just doing paperwork.....however, sped. is all about the kids, right? Well, the kids come first, so guess which is last?	11/16/2015 1:58 PM
13	Unless we take time away from students most teachers have to take time away from their families after school and on weekends to complete paperwork.	11/16/2015 12:42 PM
14	it is difficult to provide the classwork and especially speech therapy and get paperwork done at the same time.....time for paperwork, definitely takes time away from student interaction, which leaves the teachers taking it home at night and on the weekends, in order for completion...	11/16/2015 11:30 AM
15	There is not time within the school day...they are being TESS evaluated as well...teaching the students is very important.	11/16/2015 10:59 AM
16	It cannot be done during the school day. There is just no way to teach and to do the paperwork. So it is done after/before work hours and on the weekends, or the district must hire subs while paperwork is completed. And leaving students without special education services is not a good option.	11/16/2015 10:34 AM
17	Depending on the teacher, the SPED teachers with great files spend a lot of time tending to their files.	11/16/2015 10:28 AM
18	It depends on how much paperwork is required for the conference and where we are on our timelines	11/16/2015 10:15 AM
19	Far more than that during annual reviews.	11/16/2015 9:12 AM
20	Usually after school	11/16/2015 9:02 AM
21	Teachers spend their plan time planning and holding conferences, which requires that paperwork be completed outside contract time.	11/16/2015 8:36 AM
22	I feel right on the line at 75% may be more for others.	11/15/2015 1:50 PM
23	It is impossible for our special educators to complete it all during the school day. They have many of the same responsibilities as their general education peers-lesson plans to turn in, assigned duties, teacher evaluation (TESS), vertical teaming, and committee work. This is, of course in addition to their regular teaching responsibilities!	11/15/2015 11:53 AM
24	My teacher's teach their kids during the day. With additional building responsibilities, they must take their work home if they are to get it completed.	11/13/2015 4:30 PM
25	At this time, we provide paraprofessionals within the classrooms to free up teachers to complete paperwork. However, teachers still have to complete paperwork after hours. Also, with decreasing funding, the district's ability to maintain staff to assist in this manner is diminishing.	11/13/2015 3:35 PM
26	During Annual Reviews, they tend to go to school over weekends to get their paperwork done.	11/13/2015 3:22 PM
27	Most all of my teachers do their due process at home in the evening time because they simply do not have time during the school day to complete it. I imagine that more 8 of 10 teachers will tell you will common core, lesson plans, behavior write up's, PLC's and Sped paperwork that they don't have time to teach. They either have to teach and not get the paperwork completed during the school day or they are forced to give the kids busy work to get the paperwork completed.	11/13/2015 2:50 PM
28	Sadly, most of it now is done during school. We have so few teachers at this point that consider special education a calling but rather a job that lets them leave at 3:00. Teachers have said if it can't get done, I'm not taking it home. It has to get done, so the first thing to get overlooked is quality, INDIVIDUALIZED instruction.	11/13/2015 1:49 PM
29	Teacher survey: Plan time is 45 minutes;therefore,teachers are using other instructional time AND/OR working outside of school to complete required duties of paperwork. Not all teachers use as much time - it depends on the teacher's motivation to meet expectations.	11/13/2015 12:50 PM

30	We put an emphasis on instruction so that there isn't enough time during their planning period to complete the required paperwork without doing it outside of the school day,.	11/13/2015 12:36 PM
31	There again, this depends of the time of year. The beginning of the school year has been filled with referrals and re-evaluations. This also includes our EC Itinerant teachers.	11/13/2015 11:36 AM
32	This includes lunch hours which are rarely taken, and work done at home.	11/13/2015 11:22 AM
33	Some of the teachers have husbands and children, therefore, it is difficult to do sped paperwork after hours when they have dinner to prepare, help their own children with homework, and do necessary house hold chores.	11/13/2015 10:48 AM
34	Special Education Teachers are spending the planning periods calling parents, getting ready for a parent IEP meeting, or having a parent IEP meeting. That leaves them little to no time for special ed. paperwork.	11/13/2015 10:45 AM
35	My teachers have a full load teaching so most of their paperwork is done outside of class.	11/13/2015 10:37 AM

### Q6 On average, how much time do you think your special education teachers spend preparing Annual Review paperwork?

Answered: 177 Skipped: 7



Answer Choices	Responses
Less than 30 minutes	1.13% 2
30 minutes to one hour	0.00% 0
One to two hours	11.86% 21
Two to three hours	23.16% 41
More than three hours	63.84% 113
<b>Total</b>	<b>177</b>

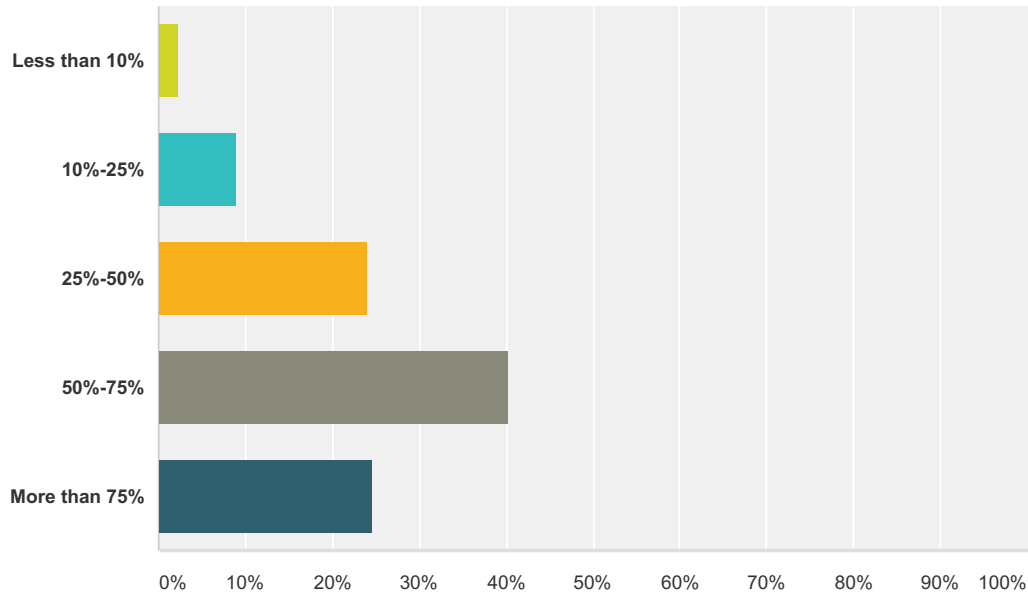
#	Comments:	Date
1	Depending upon the complexity of the child and the experience level of the teacher. This could be more or less.	11/19/2015 9:46 PM
2	This is per student.	11/19/2015 6:24 PM
3	Many report 3-4 hours per student after the new IEPs went into effect.	11/19/2015 3:13 PM
4	The IEP paperwork is very, very time consuming.	11/19/2015 2:37 PM
5	Annual reviews generally require more than three hours of preparation per student.	11/19/2015 2:09 PM
6	This does not include the time in the actual conference with the IEP team.	11/19/2015 10:01 AM
7	I'm not sure I understand the question. Is this for each conference? for the week? This varies from grade level to grade level depending on requirements.	11/18/2015 7:58 PM
8	I'm not sure I understand the question. Is this for each conference? for the week? This varies from grade level to grade level depending on requirements.	11/18/2015 7:45 PM

9	The amount of paperwork required for annual review is outrageous. We have to collect our data sources to write new IEP, get with OT, PT ,and speech people for their annual reviews on the student, etc. It's extremely tiring and very very time consuming. Our special ed teachers spend on average about 2 hours of paperwork for 1 student's annual review. 2 hrs times 20 students = 40 hrs just on paperwork	11/18/2015 2:09 PM
10	This includes post testing, reports and paperwork.	11/18/2015 1:23 PM
11	It is more than 3 hours per student at times - by the time you test the student, grade the test, gather all materials, then sit down to actually work on the paperwork.	11/18/2015 12:04 PM
12	One to two hours per student - gathering, compiling and writing student information TAKES TIME.	11/18/2015 10:28 AM
13	Two to three hours per student - and for complex needs in students more than that.	11/17/2015 11:48 AM
14	Depends on the student - those with related services take longer	11/17/2015 11:42 AM
15	Two to three hours is per student on average	11/17/2015 11:32 AM
16	I think is depends on the type of student, needs, grade level and placement. A speech only student will require much less time than a student who is self-contained or have a behavioral componet within their IEP.	11/16/2015 7:35 PM
17	testing, regression, annual review form	11/16/2015 4:15 PM
18	testing, transition, regression, IEP, parent surveys, filling out the annual review form	11/16/2015 4:01 PM
19	weeks	11/16/2015 3:49 PM
20	weeks	11/16/2015 3:47 PM
21	I spend at least 4 hours per student working on annual reviews.	11/16/2015 2:43 PM
22	One set of Annual Review paperwork for one student, including the IEP required paperwork ,and if need be a transition plan, consumes up to 30 + pages. Imagine if you had a caseload of 24 students.....	11/16/2015 1:58 PM
23	I usually spend from 5 to 8 hrs per student gathering, testing, evaluating and preparing for my Annual Reviews.	11/16/2015 12:42 PM
24	more than 3 hours for special education AND speech due to the amount of data they must pull for the entire school year, including transition and addressing re-evaluations	11/16/2015 11:30 AM
25	This takes the most time...	11/16/2015 10:59 AM
26	Annual review information depends on so many different people, so their schedules, workloads and their priorities have to be taken into account.	11/16/2015 10:46 AM
27	The PLAAFP is very time consuming. There does need to be a brief statement of a student's current functioning on the IEP, but basically redoing the evaluation/reevaluation conference two to four times each year as you write each goal/objective on each student's IEP is excessive! It takes hours to complete one IEP. If you include all the time doing testing and gathering data from other teachers it takes about five to six hours per student to write one IEP and do one annual review. I kept track one year.	11/16/2015 10:34 AM
28	It really depends upon the students needs. Example: Indirect student verses Self-contained student. IEP alone could take hours.	11/16/2015 10:15 AM
29	Weekly	11/16/2015 9:12 AM
30	The aggregation of data for the Student Profile Summary and Present Level Statements is enormously time consuming.	11/16/2015 8:36 AM
31	There is so much required during the Annual Review process including consideration of ESY and the development of an IEP. Also all annual reviews are almost all held at the end of the year.	11/16/2015 7:38 AM
32	Per student	11/16/2015 7:23 AM
33	The paperwork associated with annual review is massive! The IEP is excessively burdensome, especially for students who also have a secondary transition plan. Annual review requires our teachers prepare in advance, including all the assessment updates, the coordination of reports from other providers, general education teachers, and others who may need to provide updates for student review and IEP planning.	11/15/2015 11:53 AM
34	ESY, Progress Data and monitoring, IEP writing.	11/13/2015 4:30 PM
35	Average load is up to 40 speech students and 15-20 students on chairlist.	11/13/2015 4:22 PM
36	Average load is up to 40 speech students and 15-20 students on chairlist.	11/13/2015 4:20 PM
37	Annual reviews require much preparation of student data and hours of completing draft paperwork. Holding the conference itself typically takes 1 1/2 hours per student.	11/13/2015 3:35 PM

38	I would have to say to write a correct and complete IEP and the annual review due process that it takes about 2 hours per student and possibly more, not including conference time.	11/13/2015 2:50 PM
39	A thorough annual review takes a veteran teacher up to three hours to complete. The programs we use help some, but when the folders are monitored, they are not individualized to the student. The programs have in fact, taken the thought out of the process, which leaves a very generic IEP. On the flip side, I have so many teachers on an ALP that the paperwork could not be done without the guidance of these programs at this point.	11/13/2015 1:49 PM
40	It takes minimum of 1 hour to accurately complete the due process for one annual review and IEP of a resource student. This estimate does not include holding the actual conference which can be 30 to an hour in itself.	11/13/2015 12:50 PM
41	Annual review and IEP's take a tremendous amount of time to gather data, hold conferences and write new IEP's.	11/13/2015 12:36 PM
42	I believe they spend in excess of one hundred hours or more.	11/13/2015 12:34 PM
43	Two hours per child.	11/13/2015 11:42 AM
44	More than 3 hours per student! I know I did.	11/13/2015 11:36 AM
45	Per child. This includes scheduling, preparing notices, and progress testing/assessment.	11/13/2015 11:22 AM
46	A lot more!	11/13/2015 11:00 AM
47	Dependent on student and grade level	11/13/2015 10:55 AM
48	one to two hours for speech /language per student two to three hours for all other programming per student	11/13/2015 10:54 AM
49	We typically are required to hire subs prior to Annual Review conferences in order to allow the teachers time to complete the mounds of AR paperwork during school hours. This still does not limit the amount of time they spend working on the paperwork afterhours and on weekends during Annual Review time.	11/13/2015 10:51 AM
50	This would include gathering test data, ESY data and teacher input for the students profile. Some teachers may be folder holder but will have to collaborate with other sped teacher if one teaches math and other english as far as goals.	11/13/2015 10:48 AM
51	It takes several days to get everything ready.	11/13/2015 10:45 AM
52	We progress monitor and get results to get ready for annual review and writing of the new IEP's.	11/13/2015 10:37 AM

### Q7 Referring to your response to question number six, what percentage of the time that teachers spend preparing Annual Review paperwork occurs outside of regular school hours?

Answered: 179 Skipped: 5



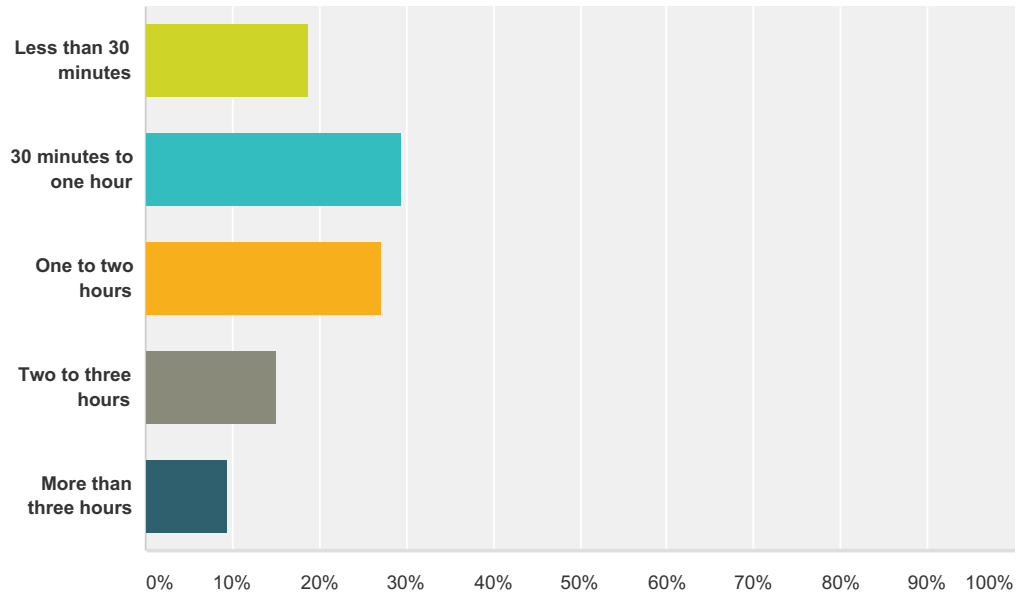
Answer Choices	Responses	Count
Less than 10%	2.23%	4
10%-25%	8.94%	16
25%-50%	24.02%	43
50%-75%	40.22%	72
More than 75%	24.58%	44
<b>Total</b>		<b>179</b>

#	Comments:	Date
1	In order to provide instruction, teachers are forced to take paperwork home and work long hours of their own time.	11/19/2015 9:46 PM
2	Most of the special education faculty are the parents of either young children or those who are involved with school sports, activities, etc. in the hours after school. So, the staff's personal time with their family needs and obligations can be impacted by the amount of time spent on paperwork beyond normal school hours.	11/19/2015 2:09 PM
3	They only have a 40 minute (elementary) or 50 minute (secondary) planning time during the day. The rest of the time they are scheduled with students. Planning, paperwork, collaboration w/ other school staff, special education conferences cannot all be completed within this window of time therefore most of it is done outside of regular school hours.	11/19/2015 10:01 AM
4	During Annual Reviews, most of the teacher's planning period is used to hold the annual reviews. If more time is devoted during the school day, it is usually during the time that teacher's should be able to continue to teach new concepts and closely monitor student work.	11/18/2015 7:58 PM

5	During Annual Reviews, most of the teacher's planning period is used to hold the annual reviews. If more time is devoted during the school day, it is usually during the time that teacher's should be able to continue to teach new concepts and closely monitor student work.	11/18/2015 7:45 PM
6	Again, having only one plan period per day really hinders special ed teachers because they are expected to teach and get all the paperwork done. The plan period is enough for lesson planning, OR getting all the paperwork/data collecting done, but certainly not both. At annual review time it's even worse. Many teachers spend their weekends at school getting annual reviews together because the paperwork takes up so much time.	11/18/2015 2:09 PM
7	They complete what they can during school hours, but most report that it is hard to start and stop working on the forms due to interruptions during the school day. To complete the paperwork with careful individualized focus, it requires uninterrupted blocks of time.	11/17/2015 12:59 PM
8	Not sure, I provide my teachers with time during the day to complete the paperwork.	11/17/2015 12:17 PM
9	They have 40 minutes of planning like every regular teacher. If they have a caseload of 20 students and they average 3.0 hours then it is 60 hours of annual review paper work. They have 3.30 hours per week to plan lesson, do assessments, organize instruction, attend conferences, participate in required school training and do their annual review paper work.	11/16/2015 7:35 PM
10	Due to instruction time and time needed for one on one student assistance, I do not have time to complete my annual review paperwork.	11/16/2015 2:43 PM
11	See comment on #6.....	11/16/2015 1:58 PM
12	Usually I spend most of my time gathering, evaluating and completing Annual Review paperwork after school hours.	11/16/2015 12:42 PM
13	majority of paperwork for annual reviews is completed outside the school day....the time spend during the school day is typically data collection, post-testing, folder review, etc....too many distractions go on during the school day in order for a folder to be completed with the time and thought necessary, without being distracted or interrupted while working on it...	11/16/2015 11:30 AM
14	Again time in class is for teaching...conference periods are less than 1 hour.	11/16/2015 10:59 AM
15	Much of it must happen during the school day when students are present since the students must complete the assessments. Then consultation with general education staff must happen during the school day. What this does is remove instructional time from the students' school year. Filling the paperwork and scoring the assessments can be done outside of the school day.	11/16/2015 10:34 AM
16	We could spend the night and still not be finished the next morning.	11/16/2015 10:15 AM
17	Again, due to all of their responsibilities related to teaching during the school day, it is impossible for our special education teachers and therapists to get annual review paperwork done during the school work day hours	11/15/2015 11:53 AM
18	We had to have the SEAS program on-line so that the teachers could do their paperwork at home.	11/13/2015 4:30 PM
19	Teacher only have a 40 minute planning period. ARC and lesson plans along with teaching must be completed during this time frame.	11/13/2015 4:22 PM
20	Teacher only have a 40 minute planning period. ARC and lesson plans along with teaching must be completed during this time frame.	11/13/2015 4:20 PM
21	Because all of our annual reviews must occur after April 1st, there is not enough time during the school day to prepare for conferences and hold student conferences.	11/13/2015 3:35 PM
22	They have very little school time to get paperwork done.	11/13/2015 3:22 PM
23	Again, I am seeing less instruction during this time of year, and more busywork, to allow teachers to complete required paperwork.	11/13/2015 1:49 PM
24	They have to gather regressions/recoupment data, complete cba's, etc. A 40 minute planning period does not suffice especially when trying to submit lesson plans on a weekly basis also.	11/13/2015 1:45 PM
25	Especially- elementary since they are also in the middle of early childhood transition process and your a big school.	11/13/2015 12:18 PM
26	My children and family were neglected during AR time due to the amount of time spent working at home...or working at school until the custodians left.	11/13/2015 11:36 AM
27	This includes lunch hours which are rarely taken, and work done at home.	11/13/2015 11:22 AM

### Q8 In your estimation, how much time do your special education teachers spend weekly on additional district (NOT ADE required) special education paperwork?

Answered: 180 Skipped: 4



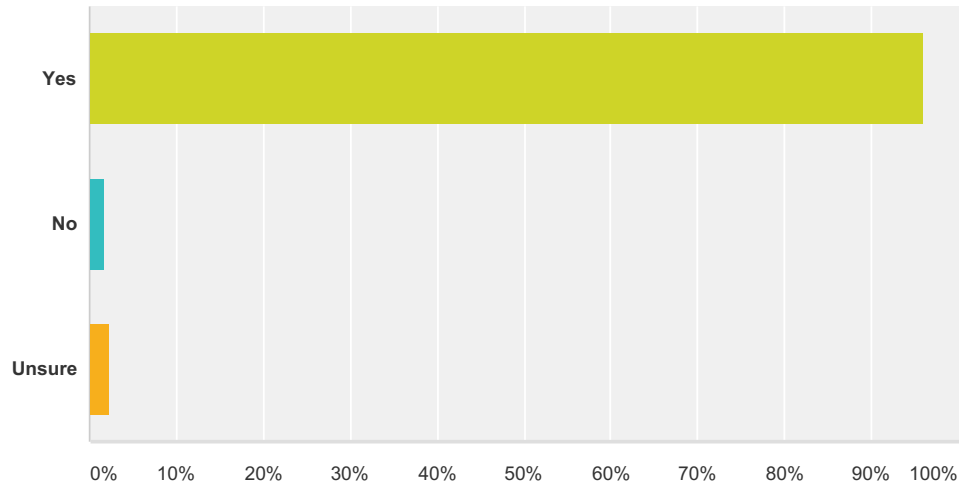
Answer Choices	Responses
Less than 30 minutes	18.89% 34
30 minutes to one hour	29.44% 53
One to two hours	27.22% 49
Two to three hours	15.00% 27
More than three hours	9.44% 17
<b>Total</b>	<b>180</b>

#	Comments:	Date
1	Our district has implemented very few requirements beyond that of the ADE due to what is already being implemented.	11/19/2015 9:46 PM
2	classroom prep, lesson plans, team meeting, etc.	11/19/2015 3:40 PM
3	Things like reporting student information for eSchool, preparing packets for psych examiners, reviewing class lists, reviewing student files for clarity and accuracy. Certainly, to be significantly increased during self monitoring.	11/19/2015 3:13 PM
4	Items include: Roster/Caseload Updates F Conference's School Based Therapy Referrals TDT Referrals Other outside agency referrals Class Staff/Student Schedules	11/19/2015 10:01 AM
5	Varies throughout the year, sometimes more time.	11/18/2015 7:58 PM
6	Varies throughout the year, sometimes more time.	11/18/2015 7:45 PM

7	The districts I work with tend to be pretty good about exempting special ed teachers from doing some of the district paperwork that other teachers are required to do. However, the district paperwork load is nothing compared to the ADE requirements for sped. I hear from a lot of teachers that go from sped to regular ed teaching that the paperwork is what drove them out because regular ed teachers have a lot less paperwork.	11/18/2015 2:09 PM
8	Including RTI meetings they are invited to assist in	11/17/2015 11:32 AM
9	lesson plan, grades,	11/16/2015 4:15 PM
10	lesson plans, grades helping with school work and projects.	11/16/2015 4:01 PM
11	I spend a lot of time creating task activities, charting, graphing, and evaluating my student to ensure that I am working and meeting their needs based on their goals and objectives.	11/16/2015 12:42 PM
12	lesson plans, professional learning communities, grade-level and specific subject-level meetings, faculty meetings, etc...	11/16/2015 11:30 AM
13	Data collection is probably what takes some time.	11/16/2015 10:59 AM
14	This involves documenting programming notes, completing 504 related documentation with nurses and staff. Assessing new student enrolling (open enrollment charter).	11/16/2015 10:46 AM
15	I feel that by having the SPED teachers just do what is absolutely necessary they spend more time teaching their students.	11/16/2015 10:28 AM
16	Student observations, behavior checksheets, teacher conferences, etc	11/16/2015 10:15 AM
17	The other paperwork they do are the data forms for Cycle reporting and lesson planning.	11/16/2015 9:12 AM
18	Other than forms teachers complete to provide information about transfer students and the type of conferences they hold, the district does not have additional forms we require.	11/16/2015 8:36 AM
19	We have several initiatives in our district and use several different assessments that help to guide our instruction.	11/16/2015 7:38 AM
20	Most of this relates to paperwork required for student assessment: progress monitoring, curriculum-based requirements such as TLI, and gathering student data.	11/15/2015 11:53 AM
21	Mostly at the secondary level with advisories, job readiness, state-wide testing and accommodations, progress monitoring, TESS	11/13/2015 4:30 PM
22	Lesson planning, curriculum review, progress monitoring recording, PLC data review	11/13/2015 4:22 PM
23	Lesson planning, curriculum review, progress monitoring recording, PLC data review	11/13/2015 4:20 PM
24	*Behavior and academic data collection *Documentation of parent contacts *Eschool forms	11/13/2015 3:35 PM
25	Varies.. if they have indirect students, it could be more.	11/13/2015 1:49 PM
26	This can fluctuate depending on the number of behavior issues that are occurring requiring observation data for the behavior specialists.	11/13/2015 1:45 PM
27	The additional duties are not just sped - Progress monitoring is a building requirement at elementary level (not high school) on a biweekly basis. Data sheets are required as needed to report accurate e-school data (special education state unit). Grading papers to obtain grades are done weekly.	11/13/2015 12:50 PM
28	The EC Itinerant teachers do not spend this much time.	11/13/2015 11:36 AM
29	Extra time may be spent giving me eschool info on students, faxing records to other schools, sending paperwork for medicaid, Gathering information before referral conference etc.	11/13/2015 10:48 AM

### Q9 In your opinion, does the amount of paperwork that special education teachers are required to complete negatively affect special education teacher recruitment and retention?

Answered: 180 Skipped: 4



Answer Choices	Responses
Yes	96.11% 173
No	1.67% 3
Unsure	2.22% 4
<b>Total</b>	<b>180</b>

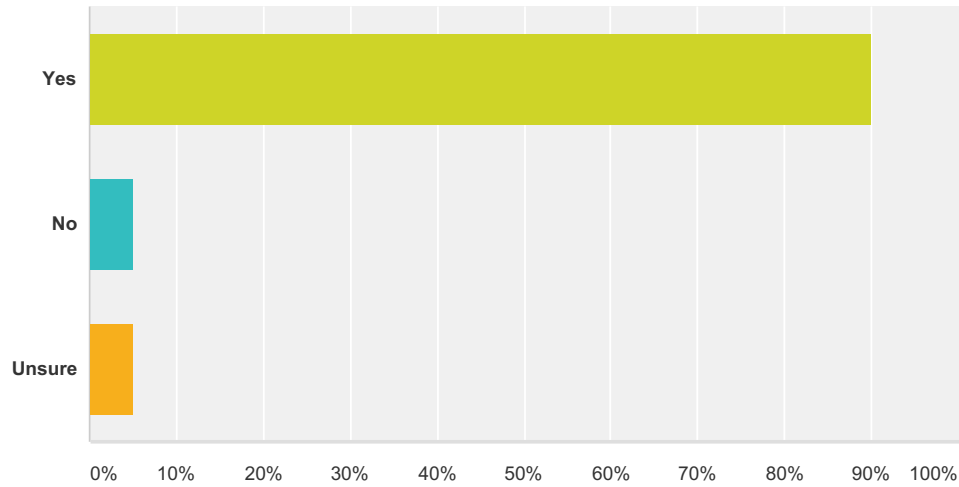
#	Comments:	Date
1	AMEN!!!!	11/20/2015 11:33 AM
2	Yes. Not only does it affect recruitment but also retention.	11/19/2015 9:46 PM
3	Absolutely! Special education teachers get a lot of negative comments about the amount of paperwork required. This prohibits many of the highly qualified teachers in the content areas that we would like to see become certified for resource special education teachers.	11/19/2015 3:40 PM
4	Paperwork negatively affect the retention of special education teachers at all levels. But it is especially difficult for new special education teachers to retain paperwork information gained from one to three summer sessions when they have not been exposed to it at the higher ed level. It takes a great amount of time to learn and implement correctly causing greater anxiety and hardship the first few years. Most of these have great mentors in special education, but when do you suggest they meet given time spent on paperwork within and outside the school day?	11/19/2015 3:13 PM
5	It takes time away from teaching.	11/19/2015 2:47 PM
6	I've heard comments from teachers that they would have gone into special ed, but the paperwork seemed to be too time consuming.	11/19/2015 2:37 PM
7	Special education staff have voiced their concerns regarding the amount of paperwork and that it often deters those who might be interested in the field. They also strongly indicate that their time and efforts should be directed toward the students.	11/19/2015 2:09 PM

8	I think this has a huge impact on both of these factors. I never recommend going into special education when asked due to the amount of time spent on paperwork, I love working with the students, but get frustrated when I can't. It takes new teachers several years to fully understand all of the paperwork, then it changes.	11/18/2015 7:58 PM
9	I think this has a huge impact on both of these factors. I never recommend going into special education when asked due to the amount of time spent on paperwork, I love working with the students, but get frustrated when I can't. It takes new teachers several years to fully understand all of the paperwork, then it changes.	11/18/2015 7:45 PM
10	The time it takes to ensure paperwork is appropriately prepared and completed, the number of documents associated and the variety of conferences held can be overwhelming. In my opinion, it takes at least two years for a novice teacher to become proficient in completing Due Process paperwork. Once mastered, the paperwork is subject to being changed or re-interpreted by the powers that be.	11/18/2015 7:03 PM
11	As I stated in #8 comments, special ed teacher recruitment and retention is a big problem in the state. Finding people that are patient enough and want to work with special needs students is hard enough, but when all the required paperwork gets added on top of it, it makes it even harder. A lot of teachers go into special ed to teach the students that have needs, but end up leaving or going to regular ed due to the paperwork requirements. It takes away from teaching time.	11/18/2015 2:09 PM
12	Retention for sure -	11/18/2015 10:28 AM
13	Why would you go into special education with the baggage that general ed does not have for the same amount of money.	11/18/2015 10:12 AM
14	I believe that teacher recruitment is negatively impacted because the amount of time spent on paper work is thought to be MUCH greater.	11/18/2015 7:58 AM
15	I feel called to this profession, but when student teachers see what the paperwork entails and that living in lawsuit land is difficult, they may not feel so called to do this work.	11/17/2015 3:07 PM
16	We still are one teacher short this year... and when interviewing for the position the number one question asked is how much paperwork will I be expected to do outside of school hours.	11/17/2015 11:48 AM
17	You have to do all the work of regular educators and then double with all of the sped requirements	11/16/2015 4:15 PM
18	why would you want to go into a field where you have twice as much paper work as a classroom teacher. You have to worry about timelines etc.	11/16/2015 4:01 PM
19	too much work for little pay..	11/16/2015 3:49 PM
20	The paperwork is intimidating to new teachers and this steers others away that are passionate in working with these children who need more assistance.	11/16/2015 3:47 PM
21	//definitely	11/16/2015 3:45 PM
22	ABSOLUTELY!!!	11/16/2015 3:36 PM
23	It is not the only component affecting retention of special ed teachers.	11/16/2015 3:03 PM
24	In my opinion, the mounds of paperwork drain the passion out of being a special education teacher.	11/16/2015 2:43 PM
25	Paperwork is one reason but the bottom line is - quality teaching time with students, or mountain of paperwork that just keeps growing.....	11/16/2015 1:58 PM
26	Definitely, most college students wanting to teach don't go into Special Education because of all the paperwork that is required.	11/16/2015 12:42 PM
27	sitting in meetings with general education teachers that state that they wanted to teach special education, then saw the paperwork involved, then that is what made them change their mind in their major, has happened several times....some students going to school that have observed right not say the same thing.....	11/16/2015 11:30 AM
28	Also the legal scrutiny and chance of litigation when parents perceive you are not doing what they want.	11/16/2015 11:23 AM
29	Most definitely. I have had individual apply for the position and when the job description is covered they have actually said no thanks.	11/16/2015 11:22 AM
30	This is the number 1 issue.	11/16/2015 10:59 AM
31	This is the main reason I hear from people who are potentially interested in special education. They are truly gifted in assisting with students, but absolutely DO NOT want to be buried in the paperwork. So they decide to stay gen-ed or choose another route.	11/16/2015 10:46 AM
32	Very much so. We have had several people say this when they resigned from the special education positions.	11/16/2015 10:34 AM
33	SPED teachers got into the business to teach kids, not to be clerks. I hear this all the time.	11/16/2015 10:28 AM

34	That is usually the first question an applicant will ask. They really do not understand until they go through the process. The reality is that they are flabbergasted and shocked with the amount of paperwork. We don't lose them because of the students. We lose them because they do not want to spend the bulk of their time completing paperwork.	11/16/2015 10:15 AM
35	Paperwork is the number ONE reason that teachers get out of SPED or decide against going into it in the first place.	11/16/2015 9:51 AM
36	I know teachers who have left the profession because of it.	11/16/2015 9:12 AM
37	No time to teacher, especially in the Spring.	11/16/2015 8:44 AM
38	It does not negatively affect recruitment, but it absolutely impacts retention.	11/16/2015 8:36 AM
39	Lots of teachers who have the credentials choose general education jobs over special education jobs due to the increasing paperwork load and accountability.	11/16/2015 7:38 AM
40	A B S O L U T E L Y.....	11/15/2015 1:50 PM
41	In my opinion this is the Number 1 factor!	11/15/2015 11:53 AM
42	ABSOLUTELY!!!!!!	11/13/2015 4:30 PM
43	First thing they bring up and have concerns about.	11/13/2015 4:22 PM
44	First thing they bring up and have concerns about.	11/13/2015 4:20 PM
45	Yes, I have been told numerous times that educational majors have chosen not to go into special education due to paperwork demands, fear of litigation, and severity of students served (fear of being hurt).	11/13/2015 3:35 PM
46	Many vendors will not work for us or have left the field as a result.	11/13/2015 3:25 PM
47	I have several open positions and I have asked more than 15 regular education teachers about ALP's for special education and almost ALL of them stated that they would not be interested because of the amount of paperwork.	11/13/2015 2:50 PM
48	Affects retention more than recruitment. All districts should be required to have designee's.	11/13/2015 1:45 PM
49	It is often reference by professionals who teach in other areas as the reason they would not teach special ed.	11/13/2015 1:16 PM
50	New teachers especially are very overwhelmed by the amount of paperwork. I have several this year who have already indicated that they are going to look into their other certification area for work because of the amount of paperwork.	11/13/2015 12:37 PM
51	Who would want to add hours and hours of paperwork and make no more money than the rest of the teachers ..That and the legal liability make it difficult for teachers to want to do special education.	11/13/2015 12:04 PM
52	I have 5 new special education teachers this school year. Two are certified, 3 are hired with an ALP. Of the two that are certified, only one has experience. The other is a new graduate. They are phenomenal with their students. All are struggling with the paperwork requirement.	11/13/2015 11:36 AM
53	The perception of the amount of paperwork does.	11/13/2015 11:04 AM
54	ABSOLUTELY...the class size per class period is attractive but when the paperwork and more paperwork to monitor behavior then teaching in ISOLATION becomes a factor	11/13/2015 10:55 AM
55	I have had and known quite a few teachers who have requested transfer to general ed due to the overwhelming requirements with Sp Ed paperwork.	11/13/2015 10:51 AM
56	Most definitely, One of my best veteran teachers retired due to not being able to do what she loves which is teach. She spent more time on paperwork than teaching. As LEA I sat that last year beside her desk and worked on EPC paperwork as the new referral psych reports came in while she worked on annual reviews. Every year I have a shortage of sped teachers and each year have had somebody on ALP and these are usually teachers I called and asked if they fill the position. Rarely have they been people already fully certified that applied. Besides annual reviews, referrals and EPC's there are a lot more behavior intervention meetings. K-12. I had more primary behavior students than older.	11/13/2015 10:48 AM
57	That is the main reason.	11/13/2015 10:45 AM

### Q10 Generally speaking, do you feel that the amount of time special education teachers spend on paperwork negatively impacts instruction?

Answered: 179 Skipped: 5



Answer Choices	Responses
Yes	89.94% 161
No	5.03% 9
Unsure	5.03% 9
<b>Total</b>	<b>179</b>

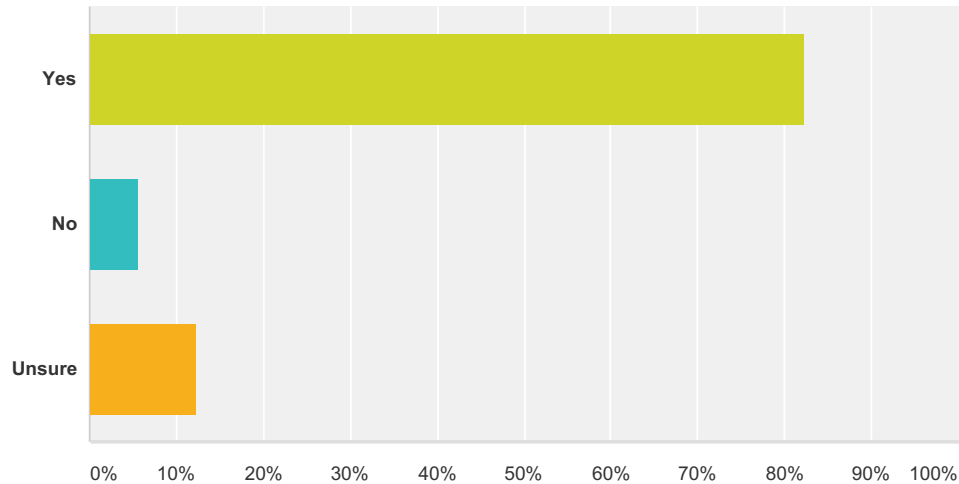
#	Comments:	Date
1	Paperwork time impacts all areas of instruction - planning time, training time, ability to focus on the needs of students.	11/19/2015 9:46 PM
2	There is so much paperwork....something suffers and a lot of times it is the students.	11/19/2015 3:40 PM
3	However, most teachers make his/her best effort to make teaching the priority.	11/19/2015 3:13 PM
4	Yes, Sped Teachers have to cancel classes sometimes, to accommodate the regular classroom teachers schedule since reg teachers must attend the conferences.	11/19/2015 2:37 PM
5	The desire to engage the students in active instruction may be impeded when the demands of the paperwork, especially in the spring.	11/19/2015 2:09 PM
6	There are times that teachers are working on paperwork while trying to instruct students at the same time. This effects the quality of the instruction during that time frame. In addition, time spent completing paperwork takes away time designated to planning instruction.	11/19/2015 10:01 AM
7	It is very difficult to find the time to create great lesson plans and collaborate with other teachers, when planning time is spent doing special education paperwork as well as other paperwork required by all teachers. Many special education teachers teach multi-subject areas and need to greatly differentiate, which also impacts planning time. There is little time for keeping up with and incorporating technology.	11/18/2015 7:58 PM
8	It is very difficult to find the time to create great lesson plans and collaborate with other teachers, when planning time is spent doing special education paperwork as well as other paperwork required by all teachers. Many special education teachers teach multi-subject areas and need to greatly differentiate, which also impacts planning time. There is little time for keeping up with and incorporating technology.	11/18/2015 7:45 PM

9	It depend upon the location of the teacher. Is the teacher a self-contained, resource, indirect or a co-teacher? How many students are on the teacher's case load?	11/18/2015 7:03 PM
10	If a conference is coming up, or it's annual review time, it's not uncommon for special ed teachers to have to use some of their class periods to do paperwork. This means the students are doing busy work or watching an educational video instead of receiving direct, quality instruction during this time. So many special ed teachers want to teach and be with the students. But the ADE required paperwork amount really hinders that. Especially during annual review time, some class periods are already being missed and have to have a sub because the sped teacher is in a meeting. These students need their teachers.	11/18/2015 2:09 PM
11	No way around it, if the teacher is not delivering services, then it has to, In ECH, teachers do it all, testing paperwork and with shortage teachers are trying to see al children that are referred.	11/18/2015 10:12 AM
12	90% of planning period time is devoted in special education conferences, instead of planning for classroom instruction.	11/17/2015 4:43 PM
13	90% of planning period time is devoted in special education conferences, instead of planning for classroom instruction.	11/17/2015 4:38 PM
14	To some degree yes. I can relate to teacher's serving students with behavior plans and special needs students feeling overwhelmed when they are pushing themselves to provide support to students and feeling the pull to focus on paperwork while turning in district required forms as well.	11/17/2015 12:59 PM
15	you have to concentrate on timelines and due process	11/16/2015 4:15 PM
16	More instruction time and hands on activities would positively affect students learning. This would help give students the opportunity to have more one on one time.	11/16/2015 3:47 PM
17	ABSOLUTELY	11/16/2015 3:36 PM
18	In addition to time spent on interim assessments such as TLI	11/16/2015 3:03 PM
19	I feel that I am stressed by worrying about whether or not I will get my paperwork completed on time. Sometimes, I feel like I am not able to concentrate on my instruction time.	11/16/2015 2:43 PM
20	See comment #9	11/16/2015 1:58 PM
21	I spend more time creating, evaluating, charting, and graphing student progress than I do actually teaching. The amount of paperwork and the limited staff negatively effects instruction.	11/16/2015 12:42 PM
22	any time away from instruction for students negatively impacts their acquisition of IEP goals/objectives....planning activities, lesson plans, PLC meetings and meeting with grade-level and subject-area teachers, increase knowledge and better assist special education teachers to do things that general education teachers are doing....that, in my opinion, is the paperwork that most benefits students in special education...	11/16/2015 11:30 AM
23	Yes and no. All teachers must use data and plan lessons. But special education teachers are required to do these tasks in a different manner.	11/16/2015 11:23 AM
24	Unless the teacher does the paper work at home or after hours.	11/16/2015 10:59 AM
25	See above comments.	11/16/2015 10:34 AM
26	There is just so much time in the day. A planning period does not cover the time it takes to properly prepare for lessons and complete all of the required SPED paperwork. Most of the teachers stay late or take paperwork home which then cuts into their family time.	11/16/2015 10:28 AM
27	They do not have time to prepare as they should or they prepare and then do not get to use all they prepared because they do not have time.	11/16/2015 10:15 AM
28	It is my opinion that it can impact instruction because it impacts teacher morale.	11/16/2015 8:36 AM
29	Absolutely. The paperwork burden often takes our teachers away from valuable instructional time with students. The amount of time dedicated to meetings has the same impact on students.	11/15/2015 11:53 AM
30	I work on paperwork when I am not with students.	11/14/2015 7:14 AM
31	ABSOLUTELY! There are only so many hours in a day.	11/13/2015 4:30 PM
32	Especially during ARC and nine weeks recording.	11/13/2015 4:22 PM
33	Especially during ARC and nine weeks recording.	11/13/2015 4:20 PM
34	Anytime you take certified staff away from students, instruction suffers. However, special education paperwork is so difficult to complete successfully, non-certified staff can not be utilized for this function.	11/13/2015 3:35 PM
35	The principals monitor the teachers often so they must be teaching most of the time.	11/13/2015 3:22 PM

36	More than I would care to admit I hear about special education teachers busy at the computer completing due process and updating paperwork and goals while the students are working independently or completing homework and assignments for other classes.	11/13/2015 2:50 PM
37	As previously stated, paperwork has to get done. Teachers are going to do what has to get done. Sadly, there is not enough time in the day for good teaching and good paperwork. to occur simultaneously.	11/13/2015 1:49 PM
38	Time management becomes an issue and can be addressed in PGP's but teachers will often say "I can teach or do paperwork, I can't do both".	11/13/2015 1:45 PM
39	Special Education teachers generally only receive the same planning time as general ed teachers, and they often need more non-instructional time to complete the required sped paperwork in addition to regular school paperwork (lesson plans, etc.). I think they often are faced with the choice of taking time away from instruction or working on it during their own (personal) time.	11/13/2015 1:16 PM
40	Teachers take time from instruction time or try to multitask to complete paperwork and meet deadlines.	11/13/2015 12:50 PM
41	Teachers are brain tired doing paperwork of gen ed and school.	11/13/2015 12:37 PM
42	I would think it would negatively impact instruction, but ironically, it seems necessary when considering the litigious society we live in.	11/13/2015 12:34 PM
43	Paperwork has to be done sometime	11/13/2015 12:04 PM
44	For every referral, re-evaluation conference, science alternative portfolio, annual review, separate programming conference, etc...the paperwork requirement and the time the teachers spend on that paperwork definitely impacts instruction. In special education, everybody is so worried about litigation, they spend time making sure the "I's" are dotted and the "t's" are crossed and instruction suffers.	11/13/2015 11:36 AM
45	It depends on the teacher. If it is done during planning, after school, or at home; it will not negatively impact instruction. Some of the paperwork determines the direction of instruction which is positive.	11/13/2015 11:00 AM
46	Some schools provide both a conference period (planning for instruction) then a SPED period (for paperwork and conferences). This allows more commitment with planning particularly co teaching setting. IF utilized properly this would be ideal.	11/13/2015 10:55 AM
47	The teachers receive 1 period daily for conference time. There is no way to get all the required paperwork completed in that 1 hour each day. Also, the teachers have to take time to hold special education conferneces.	11/13/2015 10:48 AM
48	I have special education teachers with babies and little children to take care of when they get home. Some of it has to be done during the school day, so they can have family time after school hours.	11/13/2015 10:45 AM
49	Sometimes. My teachers work extremely hard to teach the kids so most of paperwork is done after school.	11/13/2015 10:37 AM

### Q11 In your opinion, is the amount of time special education teachers spend on paperwork a barrier to increasing student outcomes?

Answered: 180 Skipped: 4



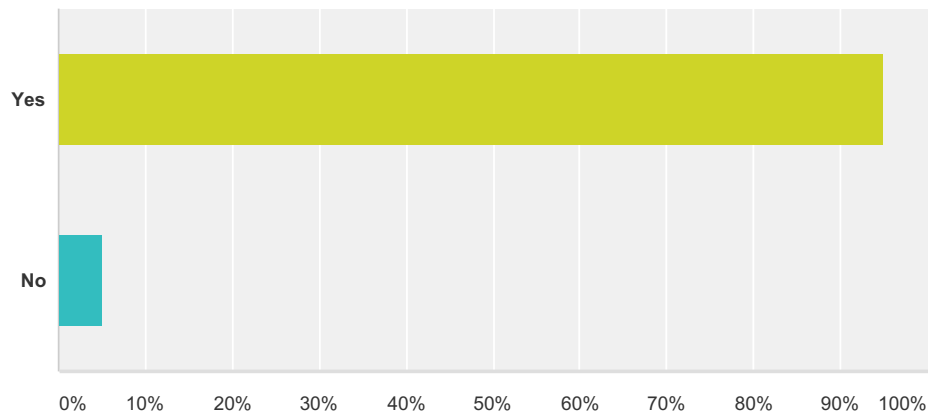
Answer Choices	Responses	
Yes	82.22%	148
No	5.56%	10
Unsure	12.22%	22
<b>Total</b>		<b>180</b>

#	Comments:	Date
1	Yes. Planning and training time is taken up with paperwork which impacts the ability for teachers to become fully vested in both activities. Division of time and priorities are a constant struggle.	11/19/2015 9:46 PM
2	Most definately!	11/19/2015 3:40 PM
3	Another barrier to student outcomes is scheduling for special education. Other academic/education requirements have become so stringent that it is difficult or impossible to schedule students so they can have both special education intervention and regular education teaching in the same subject. Research indicates that for special education students to make ample gains (close the gap) in Math or Literacy, they need to participate in the regular education CCSS instruction and special education intervention based on IEP goals. In most cases, the special education teacher is the teacher of record trying to cover all CCSS for math and literacy, leaving little time for interventions needed to propel students forward at a more rapid rate.	11/19/2015 3:13 PM
4	Staff have indicated that the goal pages of the IEP require too much time to complete.	11/19/2015 2:09 PM
5	There are only so many hours in a day to complete all of the teachers responsibilities (planning, instruction, paperwork, meetings, etc.) with only minimal amount of designated time during the school day to do so. Unfortunately, multi-tasking with teaching and paperwork occur which effects the quality of work teachers do. This in turn becomes a barrier to increasing student outcomes.	11/19/2015 10:01 AM
6	During annual reviews, progress report times, and 9 weeks grade report times, it is frequently necessary to complete paperwork during student interaction time which forces teacher's to spend valuable class time to complete paperwork. This forces teachers to give students independent work instead of new learning.	11/18/2015 7:58 PM

7	During annual reviews, progress report times, and 9 weeks grade report times, it is frequently necessary to complete paperwork during student interaction time which forces teacher's to spend valuable class time to complete paperwork. This forces teachers to give students independent work instead of new learning.	11/18/2015 7:45 PM
8	The more time the sped teacher has to spend away from the students to do meetings and type up paperwork just hinders the students' ability to grow and perform. Yes, a sub can work with them. But, the student has a rapport with the sped teacher and the teacher has the strategies the student needs. Instead of doing paperwork and holding meeting after meeting, let the sped teachers teach these students.	11/18/2015 2:09 PM
9	The attitude of the teacher affects everything.	11/18/2015 10:28 AM
10	Less time spent on individual lesson plans, because of special education paperwork.	11/17/2015 3:07 PM
11	No and yes. It depends on the teacher. Many of the teachers take paperwork home and put students first. Then there are others that don't take the paperwork home and therefore it could impact student outcomes.	11/17/2015 12:59 PM
12	If teachers spend quality time on due process paperwork, it should help increase student outcomes	11/16/2015 3:03 PM
13	See comment #9	11/16/2015 1:58 PM
14	The amount of paperwork that is required makes it impossible for teachers to have the time to ensure students are meeting their outcomes the way we know that students can. Their is so much pressure on teachers to keep data, and constantly evaluate student progress that student are spending more and more time being evaluated then they are taught.	11/16/2015 12:42 PM
15	Yes, but if they do not spend time with data to know their children, it is more difficult to increase students outcomes. AND the severity of your students will make a huge impact as well.	11/16/2015 11:23 AM
16	If the teacher doesn't teach and does paperwork instead then the students miss out on instruction. Not to mention the time spent in conferences.	11/16/2015 10:59 AM
17	If we could work with our students 100% of the time, we could do so much more for them!	11/16/2015 10:34 AM
18	Once again, there is just so much time and the paperwork must be completed. Sometimes to the detriment of the students.	11/16/2015 10:28 AM
19	We can't spend as much one on one as we would like because we have to complete paperwork to meet timelines.	11/16/2015 10:15 AM
20	Potentially	11/16/2015 8:36 AM
21	Most definitely!	11/15/2015 11:53 AM
22	Absolutely!	11/13/2015 5:10 PM
23	Without a doubt! Tired teachers are reluctant to spend any additional time creating new tools, researching the newest techniques and strategies. There are only so many hours in a day.	11/13/2015 4:30 PM
24	Need more time for planning curriculum, resources, and collaboration with coworkers, general education, and parents.	11/13/2015 4:22 PM
25	Need more time for planning curriculum, resources, and collaboration with coworkers, general education, and parents.	11/13/2015 4:20 PM
26	The Universities do not train new teachers the significance of data collection. If teachers understood the need for data and how to use data, this could improve student outcomes. Teachers view progress monitoring as additional paperwork.	11/13/2015 1:45 PM
27	Every year I have teachers tell me they came into special education to teach, not do paperwork.	11/13/2015 12:37 PM
28	Any time that is spent on paperwork instead of instruction can be a barrier.	11/13/2015 12:36 PM
29	Time devoted to students increases outcomes. Paperwork reduces time.	11/13/2015 11:36 AM
30	Once again it depends on the teacher. Additional paperwork linked to SpEd is known prior to entering this specific area, so I do not understand why it is an issue. Teachers not selecting this area based on paperwork usually do not have the patience to work with our kids anyway. There is just a lot of documentation to education in general. Everyone going into education should realize this from the start.	11/13/2015 11:00 AM
31	TIMELINES versus student outcomes...	11/13/2015 10:55 AM
32	Sometimes it does. We could spend a lot more time doing other things for kids instead of doing paperwork.	11/13/2015 10:37 AM

### Q12 In your opinion, are some ADE required due process forms redundant?

Answered: 178 Skipped: 6



Answer Choices	Responses
Yes	94.94% 169
No	5.06% 9
<b>Total</b>	<b>178</b>

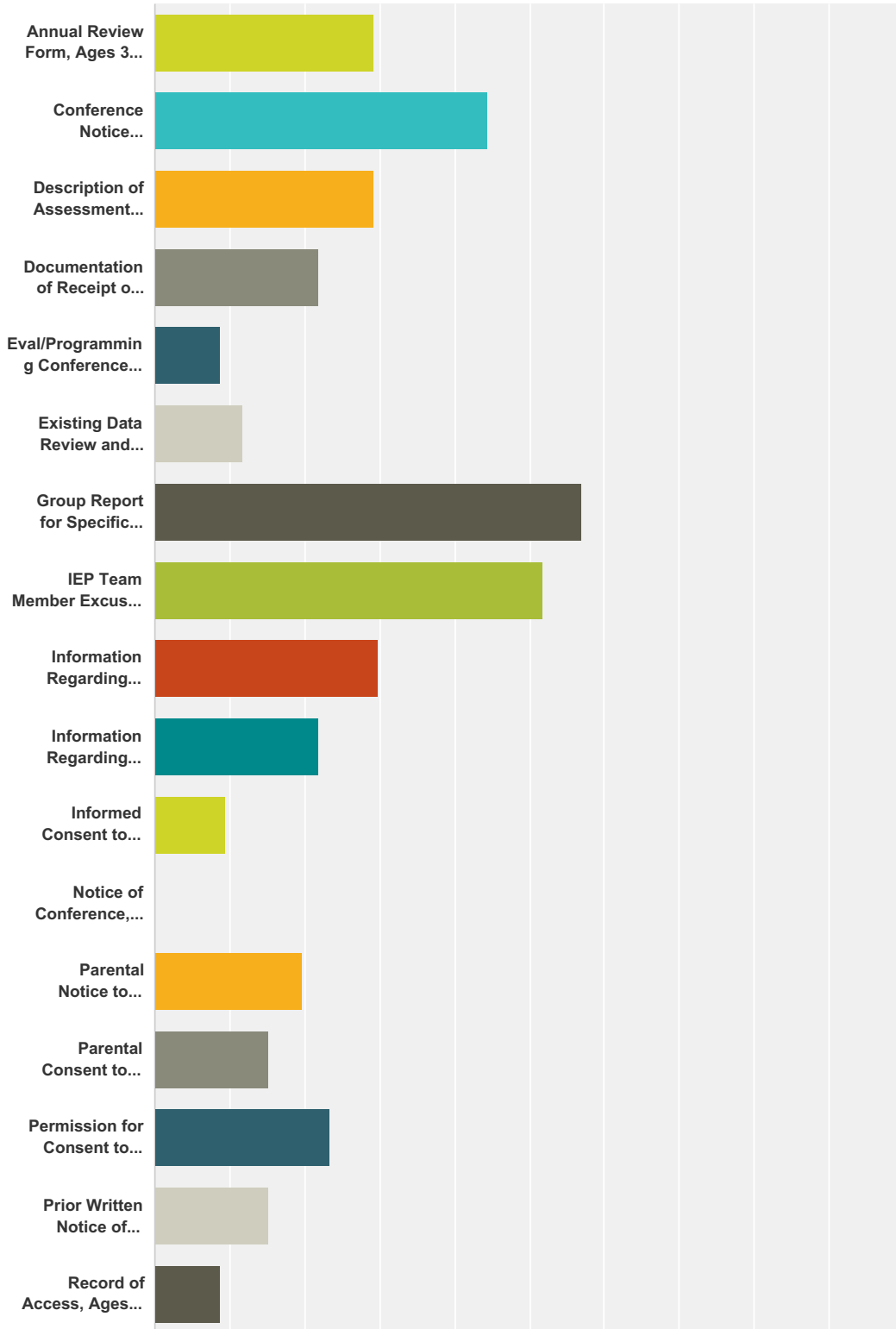
#	Comments:	Date
1	Annual Review - It is all in the IEP, Prior Written Notice Of Action, Separate Programming Decision Form - only use it for signatures to confirm who was at meeting, and 13 factors checklist as well as regression/recoupment is included in the IEP.	11/20/2015 11:33 AM
2	It is difficult to explain that information to parents as well.	11/19/2015 9:46 PM
3	Not sure	11/19/2015 6:24 PM
4	Annual Review	11/19/2015 3:40 PM
5	While Prior Written Notice is not required for all conferences, it appears to be a duplicate of information found on any given decision form. The Jan 2016 Review of Evaluation Data information can be found on the prior Evaluation Programming Conference Decision Form/Notice of Decision. The Jan 2016 Review of Existing Data & Disability Specific Review of Existing Data summaries can be found in the most current evaluation data (generally the Psych Assessment Summary) in the student folder/file. It seems particularly redundant to spend time summarizing the old data if the team is in agreement to collect new data. Annual Review/Notice of Decision information is repeated in the IEP. IEP Student profile summary requests description of student's academic and functional needs based on most recent evaluations/assessments, strengths and needs, achievement of annual goals, lack of expected progress, performance in related service areas, and changes since last IEP. Annual Review form requests achievement of annual goals, lack of progress, results of any reevaluations, relevant information regarding functioning, and progress in related service areas. Annual Review/Notice of Decision requests relevant information provided to and from parents, IEP requests statement of parental participation and concerns. Annual Review/Notice of Decision form also requires anticipated needs of Extended School Year also covered on the Extended School Year Services Addendum and/or Extended School Year Evaluation Data Summary forms. The IEP Student Profile Summary (Page 2) requests strengths and needs, as well as the IEP Goal Page (Strengths, Needs, and Data Source). The IEP Student Profile Summary requests information on post secondary assessment and goals, yet there is a four page section for secondary transition attached to the IEP for age appropriate students. IEP Criteria for Determining Least Restrictive Environment and Justification for Educational Placement Selection appears redundant to the Least Restrictive Environment page.	11/19/2015 3:13 PM
6	Staff have stated that parents, at times, notice the repetition of some paperwork. It is also noted that an increase in errors may occur if some information is recorded in different locations.	11/19/2015 2:09 PM

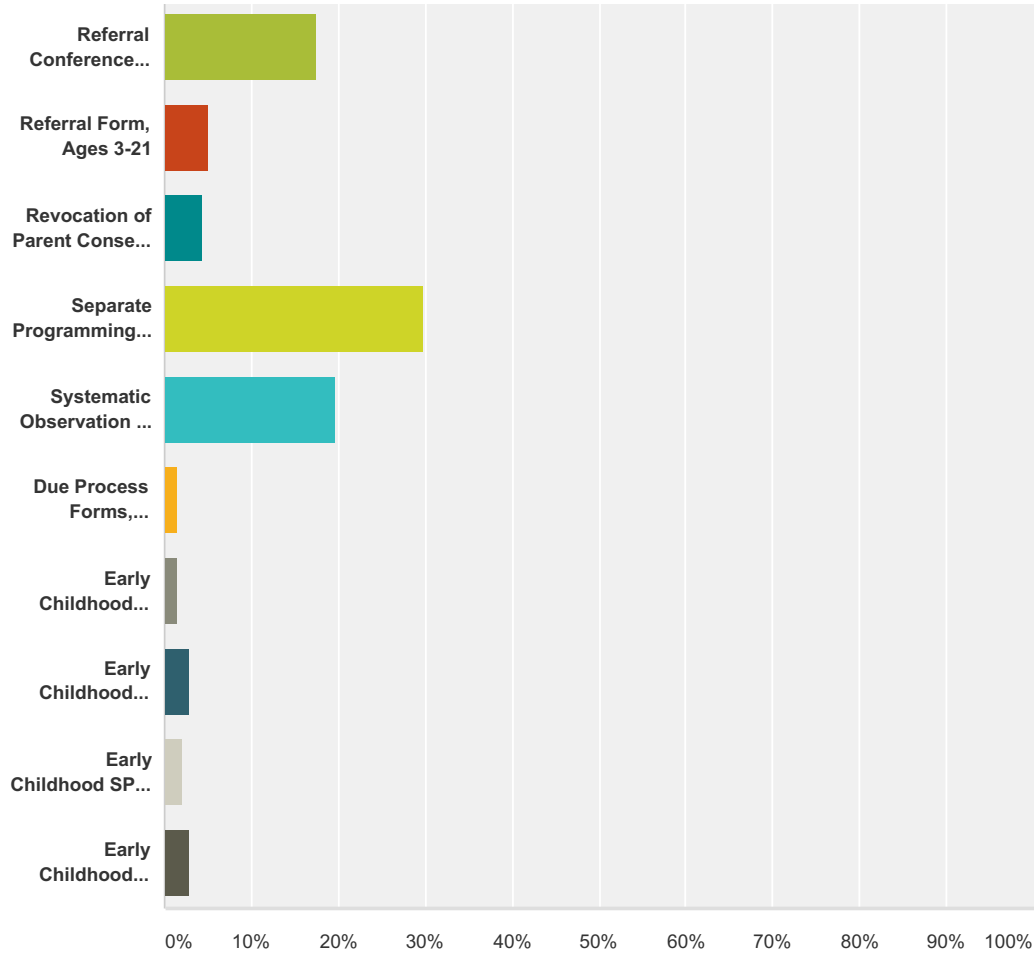
7	There are many times that the same information is provided in multiple locations. Therefore, requiring the IEP team to spend time making sure they have said the same thing, in the same way in each location.	11/19/2015 10:01 AM
8	Annual review forms, IEP's, and evaluation forms have many things repeated or restated. Goal pages are also redundant as well as a great waste of paper and postage. Conference forms and prior written notice are also redundant.	11/18/2015 7:58 PM
9	Annual review forms, IEP's, and evaluation forms have many things repeated or restated. Goal pages are also redundant as well as a great waste of paper and postage. Conference forms and prior written notice are also redundant.	11/18/2015 7:45 PM
10	However, some of the redundancy is instituted by the LEAs.	11/18/2015 7:03 PM
11	Oh my goodness, yes yes yes yes. Many sped teachers feel like a broken record during a re-eval conference when reviewing the results because first the report is reviewed- the scores are gone over. Then, the evaluation decision form is gone over. Actual conversation between a sped teacher and parent: "Wait. We just reviewed these same results, but now they're just on a different form?" "Yes ma'am. I apologize." Yes, some of the forms are definately redundant.	11/18/2015 2:09 PM
12	I feel that it would be better if all forms for the IEP were in one long form instead of all the different pages. It takes time to go in and out of every form to make sure everything is correct. This way when it prints, it can put the correct page numbers and date on every page. It would be nice if there were drop down boxes that we could choose from when there is a place where we type the same thing. There could be a packet for elementary then high school so that it can have the transition paperwork added. This will ensure that we have everything filled out at the appropriate time. I just think that setting up one form for each action would be a lot better. Such as Annual Review - put the Record of Access, Notice of Conference, Parent Contact Log, Parent's Rights, and Annual Review Decision Form all in one long form - It will cut down on paper and the time it takes to go between the forms.	11/18/2015 12:04 PM
13	Teachers have asked why the student profile and present level information could not be combined.	11/18/2015 10:28 AM
14	The Prior Written Notice and Separate Programming Conference Decision are redundant in some aspects.	11/17/2015 3:07 PM
15	Annual Review form	11/17/2015 2:42 PM
16	The Annual Review Decision form and the Prior Written Notice contain the same information.	11/17/2015 11:52 AM
17	A lot less so with the new Evaluation/Reevaluation forms. Annual Review Report form and IEP Student Profile seem to have some of the same information.	11/17/2015 10:32 AM
18	The IEP Profile, present level, impact, every time you add a goal.	11/16/2015 4:01 PM
19	But they should not be!	11/16/2015 3:54 PM
20	I feel like I am always repeating myself.	11/16/2015 2:43 PM
21	Sometimes	11/16/2015 2:22 PM
22	See comment # 3 or read these articles: <a href="http://www.npr.org/sections/ed/2015/11/09/436588372/behind-the-shortage-of-special-ed-teachers-long-hours-crushing-paperwork">http://www.npr.org/sections/ed/2015/11/09/436588372/behind-the-shortage-of-special-ed-teachers-long-hours-crushing-paperwork</a>	11/16/2015 1:58 PM
23	There are several forms that are redundant. For example the Separate Programming Conference Decision Form is the same was the Prior Written Notice. The present level of performance (page 2) of the IEP is the same as the present level of performance pages attached to each students goal/objectives.	11/16/2015 12:42 PM
24	See above comments.	11/16/2015 10:34 AM
25	Answering a question or filling out information once should be enough.	11/16/2015 10:28 AM
26	Very much so!!	11/16/2015 10:15 AM
27	The SPC Decision form and Referral Conference Decision form has the same areas as the PWN, why do we need both? This is so for many of the forms.	11/16/2015 10:03 AM
28	Still some problems with Annual Review and IEP's.	11/16/2015 9:12 AM
29	Unless there is a significant change in the student's achievement, the LRE pages should only be addressed every three years along with the evaluation or re-evaluation. This should not be part of the IEP. The new student profile is a repeat of what is expected on the annual review form. Therefore, the annual review is unnecessary. Most of the modifications do not change from one year to the next and could simply be copied and moved to the new IEP. If the committee makes changes to the modifications it could be documented in the student profile and new modifications developed at that time.	11/16/2015 9:02 AM
30	VERY	11/16/2015 8:44 AM

31	I think that the PWN is just another version of the old Notice of Conference decision. I think getting informed consent required another piece of paper but didn't create the time issue that the PWN does.	11/16/2015 7:38 AM
32	A complete overhaul is necessary!	11/15/2015 11:53 AM
33	YES!!!!	11/13/2015 4:30 PM
34	SPC, Prior Written Notice, Lots of forms for EPC but the EDR is very helpful in meeting criteria for disability.	11/13/2015 4:22 PM
35	SPC, Prior Written Notice, Lots of forms for EPC but the EDR is very helpful in meeting criteria for disability.	11/13/2015 4:20 PM
36	With the Prior Written Notice, SPC/Annual Review forms are redundant.	11/13/2015 3:35 PM
37	I do feel that there has to be a way to combine some of the aspects of multiple forms into shorter more condensed forms that are actually beneficial to student outcomes and learning. Several pages in the IEP mean nothing to parents and to other non-special education staff and simply don't serve a purpose for the readers and implementer of the IEP.	11/13/2015 2:50 PM
38	Most teachers are still wanting to use the separate programming conference form and the prior written notice which can be redundant at times.	11/13/2015 1:45 PM
39	Example: A lot of the information on the annual review form is already contained in the IEP.	11/13/2015 1:16 PM
40	It is more of the required statements that have to be included on a SPC, PWN, IEP, ect. One example is extended school year. The ESY checklist has to be included in AR then restated on the annual review form and PWN. This same thing takes place with other conferences such as a re-evaluation and PWN. Maybe some forms could just be like the ESY form and be a checklist. If a condition applies check the box rather than writing redundant statements and filling in paragraphs of information..	11/13/2015 12:50 PM
41	Honestly, I am not sure on this one. I do believe the process could be streamlined to make it more efficient.	11/13/2015 12:34 PM
42	Statements made concerning this above.	11/13/2015 11:36 AM
43	Annual review decision form	11/13/2015 11:23 AM
44	Not as much as the past. This is not a real problem either.	11/13/2015 11:00 AM
45	The new forms are make things much better. The old evaluation programming decision was the most redundant form ever. THE new notice of confernece forms are must easier as well. All the new forms are been very beneficial. There just isn't enough time in the day.... I wish the districts had more money and could hire a due process clerk.	11/13/2015 10:48 AM
46	One example, I am getting new students from out of state more often. Seems like a lot of wasted time on putting their info on our forms etc. Wish the out of state paperwork could be not as time consuming.	11/13/2015 10:48 AM
47	This could actually be no also. The forms are much better than they were.	11/13/2015 10:39 AM

**Q13 Please select any ADE required due process forms that you would be in favor of eliminating from the list below. Please explain the reason for eliminating the forms in the comment box.**

Answered: 137 Skipped: 47





Answer Choices	Responses
Annual Review Form, Ages 3-21 and Notice of Decision	29.20% 40
Conference Notice Enclosure (Optional), Ages 3-21	44.53% 61
Description of Assessment Areas, Ages 3-21	29.20% 40
Documentation of Receipt of Rights Under The IDEA	21.90% 30
Eval/Programming Conference Decision Form and Notice of Decision	8.76% 12
Existing Data Review and Notice of Decision	11.68% 16
Group Report for Specific Learning Disability (SLD)	56.93% 78
IEP Team Member Excusal from Attendance at IEP Meeting (Form A or Form B)	51.82% 71
Information Regarding Consent, Ages 3-21	29.93% 41
Information Regarding Evaluation/Reevaluation Decision Form, Ages 5-21	21.90% 30
Informed Consent to Release Personally Identifiable Information (Optional)	9.49% 13
Notice of Conference, Ages 3-21	0.00% 0
Parental Notice to Access Public Insurance and to Release Personally Identifiable Information	19.71% 27
Parental Consent to Access Public Insurance and to Release Personally Identifiable Information	15.33% 21

Permission for Consent to Invite Agency, Ages 3-21	23.36%	32
Prior Written Notice of Action, Ages 3-21	15.33%	21
Record of Access, Ages 3-21	8.76%	12
Referral Conference Decision Form, Ages 3-21 and Notice of Decision	17.52%	24
Referral Form, Ages 3-21	5.11%	7
Revocation of Parent Consent for Placement, Ages 3-21	4.38%	6
Separate Programming Conference Decision Form, Ages 3-21 and Notice of Decision	29.93%	41
Systematic Observation of Student Performance	19.71%	27
Due Process Forms, Applicable to Ages 3-5	1.46%	2
Early Childhood Special Education Social History	1.46%	2
Early Childhood Special Education Evaluation/Programming Conference Decision Form and Notice of Decision	2.92%	4
Early Childhood SPED Existing Data Review, Decision Form and Notice of Decision	2.19%	3
Early Childhood Special Education Parental Decision for Nonparticipation in Preschool Special Education Services	2.92%	4
<b>Total Respondents: 137</b>		

#	Comments:	Date
1	Redundant because it is all placed in the IEP or on the Prior Written Notice of Action. A statement could be placed on the IEP stating documentation of receipt of rights.	11/20/2015 11:38 AM
2	Annual Review form is redundant because we have documentation of the new IEP on the same date. Group report, consent info, eval decions form, permission for agency, prior written notice, record of access, all information is on conference decision notice-why repeat it? referral conf. decision form or notice of decision-don't need both.	11/20/2015 8:11 AM
3	Group SLD report - seems redundant and repeats all information that could be included in other documents EPCDF; Description of Assessment Areas - confuses parents; Excusal forms - No one uses them correctly and when they are used - it is awkward to present in the meeting if a committee member does not present; Information regarding consent - I was not aware this was a required document!!	11/19/2015 9:51 PM
4	Reduntant information	11/19/2015 3:40 PM
5	A lot of these forms could be written in statement form and parent could sign giving permission or indicating that they understand information.	11/19/2015 2:50 PM
6	A lot of these forms could be combined on one or two forms. The excusal forms should be a statement on the conference decision form, if a teacher isn't there that day, and can't attend, the parent should be able to sign a section on the conference decision form, excusing the teacher.	11/19/2015 2:42 PM
7	ANNUAL REVIEW FORM--All of this information is included somewhere else in the due process paperwork CONFERENCE NOTICE ENCLOSURE--optional forms should be eliminated and we do not use this form in our district DESCRIPTION OF ASSESSMENT AREAS-- DOCUMENTATION OF RECEIPT OF RIGHTS--This could be included on the Prior Written Notice instead of a separate form GROUP REPORT FOR SLD--eliminated with the new EDR/EPC IEP TEAM EXCUSAL FORMS--we do not use; we expect the minimal IEP committee members to be present INFORMATION REGARDING CONSENT-- PARENT NTOCIE TO ACCESS PUBLIC INSURANCE/RELEASE PERSONNALLY IDENTIFIABLE INFORMTION--these are very confusing to parents/teachers; simplify by adding a line to the IEP document if parental signature is required by law EC FORMS--we did not address because we use the coop	11/19/2015 10:22 AM
8	Combine some of the forms or wording. Bring back the EDR. The new Review of Existing Data and Eligibility paperwork is too confusing.	11/19/2015 9:40 AM
9	Conference decision forms such as Annual Review and Separate Programming conference could be combined with the prior written notice. Informed consent forms could be multipurpose.	11/18/2015 8:04 PM
10	Why can't the conference decision forms and prior written notice be combined to one form and just send a copy? Why can't an informed consent be multipurpose?	11/18/2015 7:56 PM

11	I would not be in favor of getting rid of the documents if a compelling reason can be provided to justify why they are required.	11/18/2015 7:08 PM
12	Basically, all of these items could be addressed via the Prior Written Notice. The parental consent to bill Medicaid is a big problem ... as is obtaining physician's consent to do so. VERY slow and cumbersome process. Could there be some type of MOU to cover eligible students? So much effort to recoup reimbursement.	11/18/2015 4:10 PM
13	Description of assessment areas- These are already explained during the meeting. Parents really don't read these. Eval programming/decision form- All of this is already stated in the report. The only thing good on this form is the handicapping condition, whether the child qualified or not, adverse affect, and recommendations. SLD Group report- Way way way too time consuming, and too long.	11/18/2015 2:11 PM
14	Condense IEP Team Member Excusal form.	11/18/2015 1:25 PM
15	repeated information from previous places on paperwork.	11/18/2015 1:19 PM
16	Evaluation/progrm conference decision form and notice of decision is a new form which is good. IEP team excusal-condense form referral Confenence Dec form, it is in prior notice.	11/18/2015 10:18 AM
17	MOST decisions could be documented on Prior written notice forms. I think the EPC is still very important to have all info in one place. Teachers will not take the time to search through the record to find component parts. A checklist to identify qualification for areas of exceptionality is a good idea, but there still needs to be a narrative for teachers to look at (against a checklist) to ensure components are included.	11/18/2015 8:03 AM
18	I feel these forms are redundant.	11/17/2015 6:00 PM
19	Redundant	11/17/2015 5:52 PM
20	I feel the forms are redundant.	11/17/2015 5:52 PM
21	The paperwork and information is all redundant on all forms.	11/17/2015 4:46 PM
22	Information is redundant.	11/17/2015 4:45 PM
23	Prior Written Notice of Action has all the same information as the forms checked. Either these forms could be eliminated or the Prior Written Notice of Action could be eliminated.	11/17/2015 11:58 AM
24	We have already deleted the enclosure form other than in special circumstances Annual review form information could be put on a prior written notice since we have to do that anyway if we are making changes. Could just add signature lines to it and not have the separate form. They already sign the prior written notice indicating they received parent rights. Existing data could be included in prior written notice and eliminate that form as well. Information regarding consent is included in parent rights. Referral conference decision is indicated on the prior written notice anyway.	11/17/2015 11:49 AM
25	We have already deleted the enclosure form other than in special circumstances Annual review form information could be put on a prior written notice since we have to do that anyway if we are making changes. Could just add signature lines to it and not have the separate form. They already sign the prior written notice indicating they received parent rights. Existing data could be included in prior written notice and eliminate that form as well. Information regarding consent is included in parent rights. Referral conference decision is indicated on the prior written notice anyway.	11/17/2015 11:43 AM
26	We have already deleted the enclosure form other than in special circumstances Annual review form information could be put on a prior written notice since we have to do that anyway if we are making changes. Could just add signature lines to it and not have the separate form. They already sign the prior written notice indicating they received parent rights. Existing data could be included in prior written notice and eliminate that form as well. Information regarding consent is included in parent rights. Referral conference decision is indicated on the prior written notice anyway.	11/17/2015 11:37 AM
27	I like that the group report is included in the new SLD Eligibility Determination form and is more of a checklist. All of the forms are necessary to meet federal requirements; however, there may be items on the forms that are not necessary or as with the new EDR forms, more items in checklist form instead of narrative, where possible.	11/17/2015 10:39 AM
28	I think several of the forms are redudent. Also may of the forms could be reduced to a check list on a the prior written notice.	11/16/2015 7:37 PM
29	failing grade conferences	11/16/2015 4:16 PM
30	The SLD observations, along with assessment, should give the district enough data for SLD without the group reports being needed.	11/16/2015 3:56 PM
31	Some information could be combined into one form; other information could be documented on forms that are already beneficial and used appropriately.	11/16/2015 3:53 PM

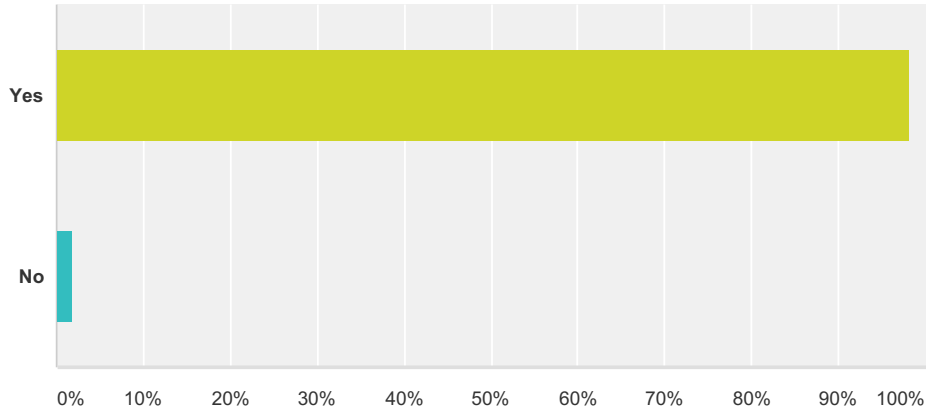
32	Group report for SLD seems redundant, Excusal form is more work for sped teacher, SPC can be done on PWN	11/16/2015 3:05 PM
33	I did not mark any forms to be eliminated because I believe our field needs to be more technologically oriented regarding forms and signatures.....hospitals,insurance companies, etc. have the luxury of using laptops/tablets/electronic signature pads,etc.that we do not have access to during a conference.	11/16/2015 2:07 PM
34	It seems some of these forms could be combined into one simplified form...	11/16/2015 12:54 PM
35	Extended Year Evaluation Data Summary could be eliminated. Existing Data Review and Notice of Decision could be included on the Prior Written Notice. These are just a two examples that could be eliminated or combined with another form.	11/16/2015 12:52 PM
36	There are many forms where data is repeatedly put in place all duplications should be removed.	11/16/2015 12:25 PM
37	All these forms are redundant and information have already been placed otherwise in the documentation.	11/16/2015 11:29 AM
38	Not sure, would depend on if documentation could be covered with all ready established forms	11/16/2015 11:25 AM
39	Documentation of Receipt of Rights Under The IDEA, Eval/Programming Conference Decision Form and Notice of Decision and Information Regarding Consent, Ages 3-21 could possibly be condensed to one form. The social history is very elementary based. High school parents think it for elementary students. Systematic Observation of Student Performance data is included in the new decision form.	11/16/2015 10:50 AM
40	Group report for SLD/We already have LDES and psychological to confirm LD. Excusal form/Usually the invited person talks to us ahead of time anyway so we can document on the conference paperwork why the person is not able to be ther and any comment or concern they might have. Parent notice to access info/We already get a consent so should not need to notify them of access Revocation/We already document revocation in the paperwork and parent signs Permission to invite agency/We are not going to invite an agency unless we feel they could benefit the student anyway Referral conference notice/Already document on prior written notice	11/16/2015 10:46 AM
41	I don't think they need eliminated. I think they need condensed to less than five pages total for a conference and reword into a check-box format for many of the items. And the places for all the various signatures is so hard to keep up with! Why can't there be ONE culminating spot to sign for each time we hold a conference? Why so many times? It annoys the parents and the general education teachers.	11/16/2015 10:37 AM
42	The systematic observation has the same information as the SLD form, why do we need both?	11/16/2015 10:05 AM
43	In the past, every time the ADE discards forms EX. Notice of Conference Decision, and replaces it with another form Ex. Prior Written Notice, it not only DOES NOT eliminate paperwork but adds to confusion about how to use the new form.	11/16/2015 9:56 AM
44	The conference decision form should be copied and serve as the Notice of Decision.	11/16/2015 9:17 AM
45	Maybe if some of the forms could be combined as so many of them say the exact same thing in a different way.	11/16/2015 8:46 AM
46	Does not hold up in DPH.	11/16/2015 7:56 AM
47	The SLD group report some parts should be added to the eval report. For example, the intervention section and description of adversely affected areas in the classroom along where if they qualify for SLD the check box area (basic reading or math computation). I believe if all of the evaluation data was in one document it would be parent friendly.	11/16/2015 7:26 AM
48	The new EDR/EPC paperwork eliminated the SLD Group Report. The PWN can replace the SPC. The signatures at the conference report who attended, and the documentation on the paperwork or PWN could indicate why a certain person wasn't there.	11/15/2015 10:47 PM
49	Couldn't one or two forms be used for all conferences with teachers circling the type of conference. It seems each different form asks for the same information other forms do or we put it on there anyways to cover all aspects...Less writing...	11/15/2015 2:00 PM
50	Specifically the new evaluation forms are extremely confusing and burdensome. I am dreading the training and retraining which will be necessary to get the forms up and running. I hate them!	11/15/2015 11:56 AM
51	I believe that ADE should decide this.	11/14/2015 7:14 AM
52	Consent to test Parents rights and consent to place! Parents hate the paperwork and do not want to listen to all that information!	11/13/2015 5:55 PM
53	All of this should be addressed on the Prior Written. The EDR is ridiculously long and cumbersome.	11/13/2015 5:13 PM
54	Putting a place for signatures on the Prior Written Notice for the IEP team would eliminate the SPC form.	11/13/2015 4:24 PM
55	The website to Parents Rights is on page2 of PWN, so why do the separate page? The Excusal Form seems unnecessary.	11/13/2015 3:27 PM

56	Doc of rights could be a one liner under the space the parent signs informed consent. Do we need the referral conference decision form don't we write this very information on the PWN. SPC decision form all of this could be addressed on the PWN simply by adding a line of why we are meeting and with who. SOSP- this could be a much shorter form that included are areas of concern on one form. Very time consuming.	11/13/2015 2:55 PM
57	We don't use excusal forms Description of assessment areas seems redundant	11/13/2015 2:41 PM
58	All components of the Annual Review form can be added to other forms completed during the same conference. Enclosure is already optional. The new EDR offers more explanation of each specific assessment and who will be completing it. Parent's rights signature can be added to PWNA or other conference decision forms. The new EPC disability specific form should replace the group SLD form. Information regarding consent and reevaluation is already included in Parent's Rights packet. A note could be made referring parents to those specific sections. Perhaps excusal forms could be combined on one page or added to the bottom of the NOC. The Separate Programming Conference Decision form is already optional and that data can easily be listed on a PWN. The observation form is specific to SLD and could be included in the EPC disability specific form for SLD. We do not currently have observation forms specific to other categories such as ED or Autism.	11/13/2015 1:59 PM
59	The annual form, the evaluation/programming decision, and the referral decision forms are redundant to the prior written action form. The prior action form should be sufficient with all the information being included.	11/13/2015 1:54 PM
60	This form is redundant. It reminds me of the old "was held" forms. I am not sure what need this form filled. We had the pages for informed consent and parent rights, which could be combined on one page, and yet still be separate somehow, without the summary of the results of the meeting.	11/13/2015 1:52 PM
61	Most of these are redundant and are covered on other forms. Prior written notice should be reworked and renamed.	11/13/2015 1:34 PM
62	I think many of our forms don't necessarily need to be eliminated, but could be much shorter.	11/13/2015 1:24 PM
63	Doc of parent rights is noted on the PWN - duplicate process - use one or the other. Information regarding consent can be combined with Description of Assessments. NOC enclosure is optional. SLD Group forms can be condensed or be a check list similar to systematic observation form. PWN is redundant when having an SPC to make changes to IEP. Would a lined minutes page for notes with additional boxes to check be something easier than additional forms?	11/13/2015 1:06 PM
64	The same information is on the IEP	11/13/2015 12:39 PM
65	I don't know that any of the forms should be removed, but could some of them be combined and on the same form? I think the SPED teachers would have valuable input in this process.	11/13/2015 12:38 PM
66	The EPC repeats itself from the reports.	11/13/2015 12:36 PM
67	All the information needs to be compiled on the Prior written notice from the SPC form and Informal consent form. The information on the Conference Notice Enclosure need to be combine with the notice of conference form. Combine the insurance form into 1 form. Too many forms. Combine the IEP excusal form to the notice of Conference contact Log as a second page to be check at the conference Revocation of Parental consent for placement should be placed on the Prior written notice form as a check box. The Prior written notice need a signature page. The New Evaluation program decision form has too many pages and it is complex. Keep the old form it is simple. It could be revised; the impact statement and a drop box for placement recommended. Revise the SOP and Secondary Transition Form it is too long and complex make it simple. After you get the students evaluation information on the form all you need is check boxes or yes or no boxes. that includes the SLP report and observation forms. TOO much writing scare teachers off and complex paper work. The Standard Based IEP take too Long to complete that scare teachers. It is too complex. make it a check list that is simple and pilot it to every district in the state. The Referral form need to say Student Information Data Form for all conferences. This information is constantly change	11/13/2015 12:29 PM
68	We feel a lot of the forms could be combined to one form. Example Notice to bill medicaid- why can't that be stated on Prior Written Notice and parent consent gained on that form.	11/13/2015 11:52 AM

69	<p>So many of these forms are required. It's difficult to say that any of them need to be removed. Every type of conference needs to report a notice of decision. The Prior Written Notice could be removed because it states the same exact information again. Many forms could be combined. The same information in the Annual Review From/Notice of Decision is in the Student Profile Summary and the PLAAFP when the IEP is created for the next year. Is there a way to combine that information/form? There needs to be one well-defined informed consent for testing, placement and release of records that could be combined into one form. The description of assessment areas, information regarding consent, and information regarding evaluation/re-evaluation decision form could all be combined into the Rights Under IDEA booklet. The description of assessment areas is also on the EDR form. This does not even address the addition of the new EDR and EPC forms. That greatly increased the paperwork confusion and no one is certain as to how to use these. We keep hearing additional training will be provided and it never comes. I've visited with LEAs whose districts are currently using the forms and they are experiencing grave difficulty. I appreciate the idea behind the form. I like that the definition and criteria for placement are on the form. You would be surprised the number of special educators that don't know where on the SEU website to even look to find that info. The problem here is that the process of when, where and how to use these forms is so confusing. Thank you for requesting this information. I hope we see action from this survey.</p>	11/13/2015 11:50 AM
70	<p>Group Report SLD: Areas of discrepancy can be included on the Evaluation/Programming Decision. That is the item most SpEd teachers look for in transfer students.</p>	11/13/2015 11:32 AM
71	<p>No reason for Receipt of evaluation report because it is on Eval Conf.</p>	11/13/2015 11:19 AM
72	<p>Excuse forms are silly!!! It could be documented somewhere else.</p>	11/13/2015 11:18 AM
73	<p>Maybe some of the existing forms could be combined and/or improved.</p>	11/13/2015 11:13 AM
74	<p>Would only remove referral conf decision if we move to using EDR paperwork for new referrals. Separate programming form is redundant with notice of action form.</p>	11/13/2015 11:06 AM
75	<p>Change what is on the paperwork for ECSE social history, needs more info from parents/guardians The parents say the ECSE paperwork just seems so redundant, and the parents notice it and say "I'm just signing for the same things over and over".</p>	11/13/2015 10:58 AM
76	<p>The new EPC forms I think will be better. The Information Regarding forms I do not think parents really look at. Glad SLD form going away. Seldom get the Notice Enclosure back from parent.</p>	11/13/2015 10:51 AM
77	<p>The record of access could be eliminated because the signatures of everyone who works with the child are already in the paperwork. The description of assessment areas form is unnecessary and information regarding consent is already given within the parental rights.</p>	11/13/2015 10:49 AM
78	<p>Notice of Decision Prior Written Notice of Action Are the previous forms the same? Prior Written Notice of Action - Title difficult to interrupt!!</p>	11/13/2015 10:45 AM
79	<p>The ADE has done a good job reducing the Eval conference decision form and doing away with the Group report for SLD. The Notice of Conference is a lot less now too. The new Prior Written notice is very time consuming and redundant since you already have to complete an SPC decision form, Annual review decision form etc... If the feds make us keep PWN then we need to look at doing away with the actual conference decision forms since it is the same! Also, the biggest complaint that I have is the IEP. It takes so long to complete. It would be great if the IEP could be reduced. I have seen a lot of out of state IEP's that are a lot less pages!</p>	11/13/2015 10:39 AM
80	<p>Most of these could be reduced by strictly using the Prior Written.</p>	11/13/2015 10:38 AM

### Q14 Would you be in favor of reducing the items on some ADE required due process forms?

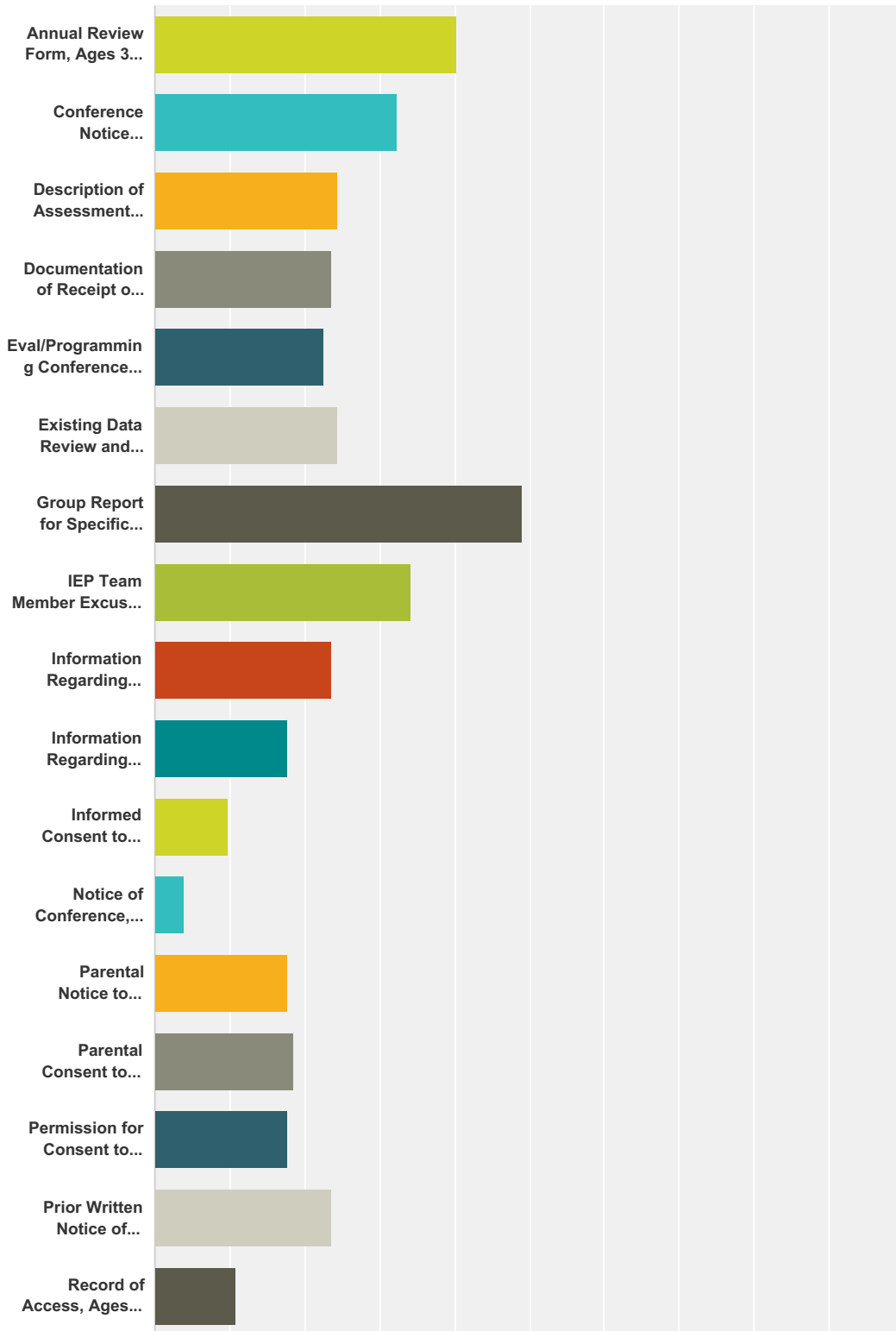
Answered: 169 Skipped: 15

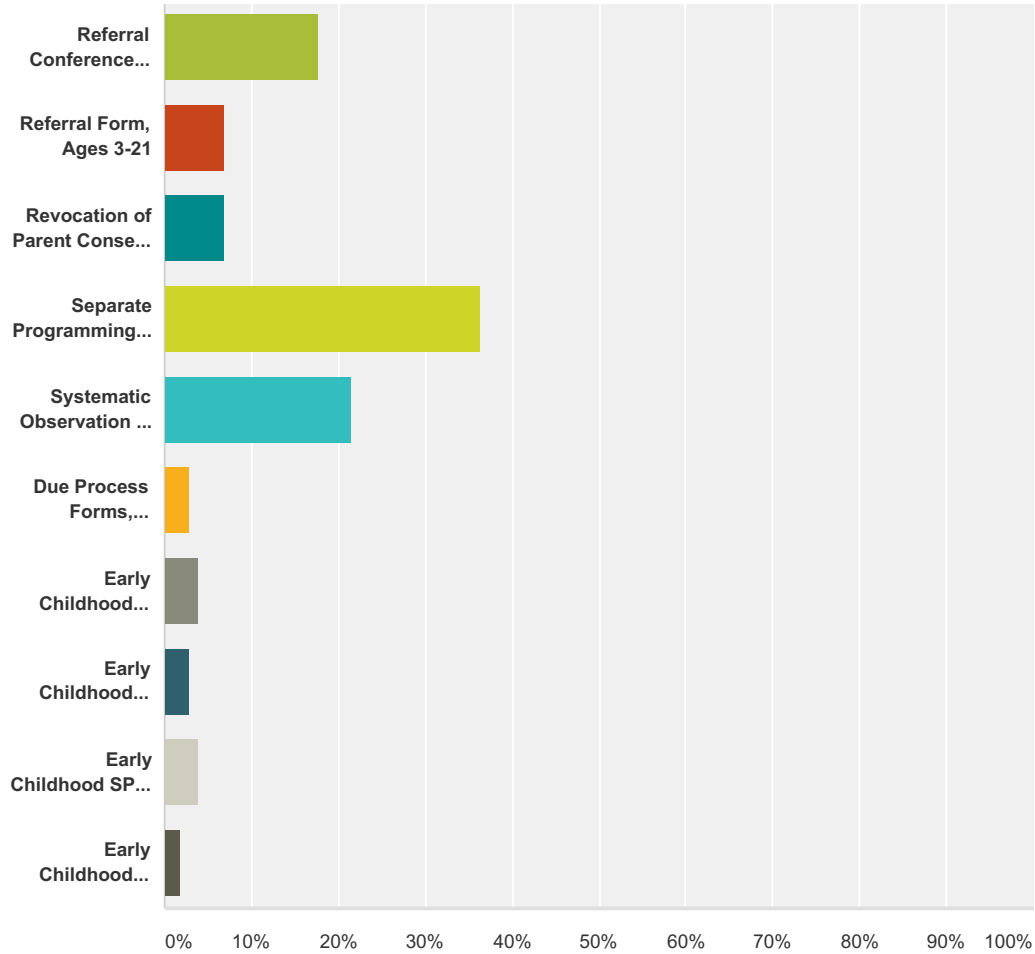


Answer Choices	Responses
Yes	98.22% 166
No	1.78% 3
<b>Total</b>	<b>169</b>

**Q15 Please select the forms that you feel could be reduced and provide specific examples of the items you would like to see removed from the forms in the comment box.**

Answered: 102 Skipped: 82





Answer Choices	Responses	Count
Annual Review Form, Ages 3-21 and Notice of Decision	40.20%	41
Conference Notice Enclosure (Optional), Ages 3-21	32.35%	33
Description of Assessment Areas, Ages 3-21	24.51%	25
Documentation of Receipt of Rights Under The IDEA	23.53%	24
Eval/Programming Conference Decision Form and Notice of Decision	22.55%	23
Existing Data Review and Notice of Decision	24.51%	25
Group Report for Specific Learning Disability (SLD)	49.02%	50
IEP Team Member Excusal from Attendance at IEP Meeting (Form A or Form B)	34.31%	35
Information Regarding Consent, Ages 3-21	23.53%	24
Information Regarding Evaluation/Reevaluation Decision Form, Ages 5-21	17.65%	18
Informed Consent to Release Personally Identifiable Information (Optional)	9.80%	10
Notice of Conference, Ages 3-21	3.92%	4
Parental Notice to Access Public Insurance and to Release Personally Identifiable Information	17.65%	18
Parental Consent to Access Public Insurance and to Release Personally Identifiable Information	18.63%	19

Permission for Consent to Invite Agency, Ages 3-21	17.65%	18
Prior Written Notice of Action, Ages 3-21	23.53%	24
Record of Access, Ages 3-21	10.78%	11
Referral Conference Decision Form, Ages 3-21 and Notice of Decision	17.65%	18
Referral Form, Ages 3-21	6.86%	7
Revocation of Parent Consent for Placement, Ages 3-21	6.86%	7
Separate Programming Conference Decision Form, Ages 3-21 and Notice of Decision	36.27%	37
Systematic Observation of Student Performance	21.57%	22
Due Process Forms, Applicable to Ages 3-5	2.94%	3
Early Childhood Special Education Social History	3.92%	4
Early Childhood Special Education Evaluation/Programming Conference Decision Form and Notice of Decision	2.94%	3
Early Childhood SPED Existing Data Review, Decision Form and Notice of Decision	3.92%	4
Early Childhood Special Education Parental Decision for Nonparticipation in Preschool Special Education Services	1.96%	2
<b>Total Respondents: 102</b>		

#	Comments:	Date
1	Annual Review form is redundant because we have documentation of the new IEP on the same date. Group report, consent info, eval decions form, permission for agency, prior written notice, record of access, all information is on conference decision notice-why repeat it? referral conf. decision form or notice of decision-don't need both.	11/20/2015 8:12 AM
2	Description of Assessment Area - list only the ones requested; Evaluation Programming Conference Decision Form - this form is completely redundant to the evaluation components presented in committee; Group SLD report - redundant information to documentation contained in the report - could add in additional information to the comprehensive evaluation to supplement any additional components; Excusal Forms - one form for any excusal would be MUCH easier for teacher/parents to do; Information regarding consent - this should be included with the parental safeguards; Parental notice - these are completed by every student in the district - seems overkill to do it twice;	11/19/2015 10:03 PM
3	Redundant information. There are probably more but this is the most obvious one to me.	11/19/2015 3:40 PM
4	A lot of these forms could be combined	11/19/2015 2:52 PM
5	ANNUAL REVIEW FORM--eliminate; all portions are included in other places throughout the due process paperwork RECEIPT OF RIGHTS--eliminate a separate document and include the signature on the Prior Written Notice PARENTAL NOTICE TO ACCESS PUBLIC INSURANCE/RELEASE PERSONALLY IDENTIFIABLE INFORMATION--eliminate these forms and add a signature line regarding insurance/Medicaid billing on the IEP document	11/19/2015 10:36 AM
6	conference decision forms and prior written notice forms should be combined so only one form is filled out and sent to parent.	11/18/2015 8:08 PM
7	See previous	11/18/2015 4:12 PM
8	Referral form- If parents are filling it out, they don't know the child's hearing/vision date. They typically don't know the strategies that have been tried, or what to put for "current program" The referral form isn't very user friendly if you have a person that comes in to refer his son that doesn't work in education and isn't familiar with the terminology. Eval program decision form- Again, please eliminate all the sections that repeat what the eval report already tells us Prior Written Notice- the part that asked what other options were considered and rejected and additional factors to consider.	11/18/2015 2:16 PM
9	Existing Data Review short form...condense IEP Team Member Excusal form	11/18/2015 1:27 PM
10	any repeated information	11/18/2015 1:20 PM
11	I don't know about reducing them - I would just combine and shorten the forms into one for each area instead of having to go in and out of the forms so much.	11/18/2015 12:08 PM
12	Separate Programming Conference Decision Form information is also written on the Prior Written Notice of Decision - would like to only write once. Could information on the AR be part of the IEP form?	11/18/2015 10:34 AM

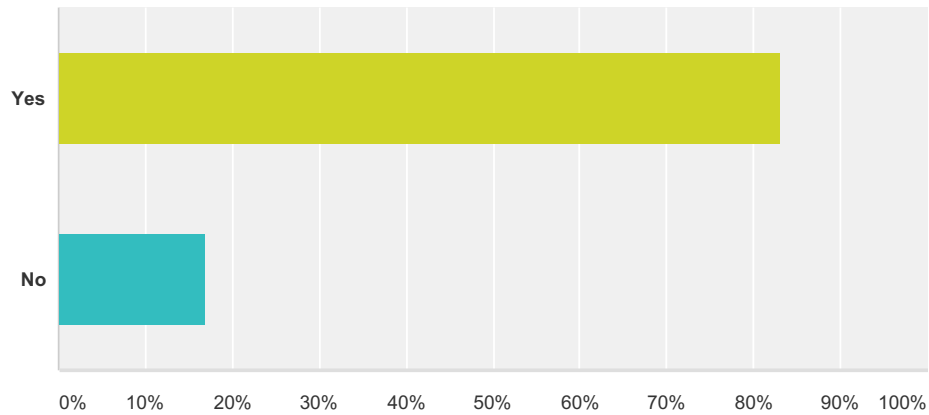
13	annual review form, it is on prior written notice description of assessment areas, in file information regarding consent, it is in parent rights separate programming conference dec form, use prior written notice	11/18/2015 10:23 AM
14	REMOVE the ARC decision, Referral conference decision form, and SPC Notice of Decision. All info can be documented on the PWN of Action. REVISE the EPC needs to be revised, I would suggest leaving the first section of the old form, where all components are listed - those brought forward and those added, and pull in the determination through the signature section in a modified version of the new forms that were created. There would still be multiple forms at eligibility, but Data Review could be accomplished with a checklist.	11/18/2015 8:09 AM
15	All forms could be condensed in their wording.	11/17/2015 6:01 PM
16	Combine the forms and the wording.	11/17/2015 5:54 PM
17	All forms should combine wording. They are too redundant.	11/17/2015 5:54 PM
18	I think the IEP could be reduced significantly.	11/17/2015 4:52 PM
19	The IEP could be reduced. Look at other states and their process.	11/17/2015 4:51 PM
20	Just need for signatures - could include the rest of that information on prior written notice	11/17/2015 11:50 AM
21	IEP achievement/ progress, general education achievement/progress, reevaluation results, and related services achievement/progress are also included in the student profile.	11/17/2015 10:53 AM
22	Need more relevant questions to get better information from parents.	11/17/2015 8:05 AM
23	Redundant	11/16/2015 9:22 PM
24	I think these forms could be eliminated or the information could be added to other conference forms without having more information needed in the folders or to be given to parents.	11/16/2015 3:59 PM
25	I feel like many of the forms could be just a statement included in the IEP such as documentation of parents rights receipt. Also the form to invite agencies could be a question in the IEP, no need to have a whole page for this form. Team member excusal could also be a question on the IEP. The referral conference decision information could be included on the prior written notice for, same with Separate program form. Observation could be included in the report without requiring a separate form. The annual review form is very redundant, most of this information should be provided in the students profile summary page of the IEP.	11/16/2015 3:18 PM
26	annual review-combine achievement of goals with achievement in general curriculum. group report for SLD-do in ECD form something different from excusal forms separate programming-eliminate and just use PWN	11/16/2015 3:11 PM
27	See comment # 14.	11/16/2015 2:08 PM
28	My response is the same as Question 14. Some of these forms could be combined with another form to reduce the number of forms.	11/16/2015 12:54 PM
29	Information is already there within the documentation.	11/16/2015 11:33 AM
30	The notice of conference is confusing and cumbersome. It just needs to say why we are meeting and what time and date. Have a place to sign on that same one piece of paper. The parents don't understand all the categories. I have to explain to them over the telephone what the conference is about. The other forms need to have check-boxes (drop-downs on computerized forms) to select only what is needed. Nothing should ever be repeated in a conference, NOTHING! It makes it even harder for the parents and students to understand. The more words, the more pages, the less they understand. They just glaze over and stop listening. There needs to less redundancy of information, just have a statement of needs. The annual review form is a good example of what we could do. It is one page, summarizes the info, everyone signs on the form and goes on their way. When I hold the conference the parents look at the actual data from the assessments, testing information, and surveys. It is simply summarized on the form. They understand that. The only change would be to eliminated the extended year form and add a check-box of needed or not needed for EYS services, then just describe what is needed on one line. And again. Only sign in ONE place for the whole conference. Things like the "receipt of rights" just needs to be part of the other conference form with only one place to sign for the whole conference. Put any descriptions on the "handout" information forms and then have them set up by conference type, i.e. "Annual Review" handouts, "Evaluation" handouts. Going over those with parents is just fine. They are ok with them. Did I say, with only ONE place to sign for the entire conference?	11/16/2015 10:37 AM
31	The SLD form is going away so that is a moot point. In my districts the excusal form is rarely used. The staff shows for the meetings.	11/16/2015 10:37 AM
32	I think the conference decision form should be copied and used as the Notice of Decision. I like the Prior Written Notice of Action for programming conferences because it serves as both decision and Notice. We need to make that happen for all conferences	11/16/2015 9:43 AM

33	Embed the information on the Group Report for SLD in the evaluation documents. Information regarding consent is contained in the Parent Rights book. Consolidate the Parent Notice and Consent to release personally identifiable information into one form. Embed the Consent to Invite Outside agencies in the transition forms. Referral form could be consolidated with the Referral Conference Decision Form. Separate Programming Decision form can be replaced with the Prior Written Notice Form.	11/16/2015 8:43 AM
34	A lot of the annual review information is included within the IEP - strengths/weaknesses, goal progress, etc... The new EDR paperwork is pretty lengthy. It would be great if the box could be checked yes or no if the information is not in the report without having to list the information....possibly just list the new information based on new grade, progress, etc... PWN could be eliminated if it was on the conference form.... or eliminate parts of the conference form...	11/15/2015 10:51 PM
35	The notice of conference states why we are having a conference then PWNC turns around and you check the same boxes again?????. IEP tells what the kids are doing then we re-write all of it on the AR form??????? Observation of student when the teacher can tell you what the student is doing or not doing????? I am so use to doing all the forms.It is hard to just pick in a survey without have a conference with all teachers... Separate programming to change one thing the redo all IEP, ETC.. I E P's too...We can't teach what they don't know.... Thanks for the survey	11/15/2015 2:08 PM
36	(1) Annual Review process can be embedded into IEP. The student profile statement has all components of annual review. We can even include information for ESY obligation during IEP meeting. All can be summarized on Prior Written Notice. (2) Evaluation Programming Conference Decision: I think we should throw out all the new forms which will go into effect during January 2016. I think that the ADE Special Ed Unit has every intention of ensuring that the Team meet all the eligibility requirements under State/Federal regulations; however, the process will be very confusing for teachers and unnecessary. We already have forms which work well and I vote to keep the existing process for initial evaluations and reevaluations using the Existing Data Review and current EPC forms (3) Group report for SLD; This is a completely unnecessary form (4) IEP Excusal Form: The excusal process can be documented on Prior Written Notice form	11/15/2015 12:53 PM
37	To much information! Repeated and not practical!	11/13/2015 5:56 PM
38	We are writing test scores in two places. Decision is based on the ARC. Do we need the prior written notice??	11/13/2015 4:31 PM
39	SLD Form: Eliminate the form Annual Review: Most information is housed in the IEP... SPC: With the PWN, we are stating decisions twice.	11/13/2015 3:38 PM
40	Remove them and address these within the body of other documents. Information regarding consent is addressed in the parent's rights book	11/13/2015 3:29 PM
41	I combined these two on the last answer box	11/13/2015 3:04 PM
42	New EDR form: Ask for most recent information only. Combine forms to include the PWN in some way. We tend to repeat information from one form to another	11/13/2015 2:44 PM
43	See previous notes	11/13/2015 2:04 PM
44	See answer #14	11/13/2015 1:58 PM
45	These forms also seem a bit redundant. I am not sure why they couldn't be combined with the evaluation programming conference forms.. which are being replaced with the new, much lengthier forms in January.	11/13/2015 1:55 PM
46	Suggestions and comments were noted on the last comment section. SLD report could be decreased to include checklist similar to systematic observation form.	11/13/2015 1:14 PM
47	We have been using the new forms for notice of conferences & EPC and find them to be much more efficient. This eliminates the group report for SLD and the enclosure form. I don't see where the record of access is necessary since signatures are on the required forms.	11/13/2015 12:47 PM
48	Although the new forms provide guidance, it seems that many of my teachers are confused by them. Old forms, for documentation, were better.	11/13/2015 12:40 PM
49	The EPC repeats itself .	11/13/2015 12:37 PM
50	A Lot of the forms could be added to prior written notice. Example Parent Rights..... Access to public insurance and release. Referral decision you could state in all of that in Prior Written	11/13/2015 12:33 PM
51	See my previous comments. I didn't know this question was coming and answered it previously in #14	11/13/2015 11:52 AM
52	Group Report: make one page for reevals with: relevant medical findings, areas of severe discrepancy, and response to interventions.	11/13/2015 11:49 AM

53	I have looked at all the forms and put a lot of thought into what I would change. I can't seem to find anything that could be reduced to still give you the required information. There is simply just too many forms for special education including the long IEP's that takes forever in completeing. Several of the teachers have asked if the IEP's could be shorter, by combining some of the pages. We have had IEP's to be 30 pages long on some students. Teachers seem to spend a lot of time doing things like trying to get parents to take their child to the doctor for physical exams, diagnosis, and to the hearing and vision doctor. Teachers stress over this more than anything because it can cause them to be out of time line. We have parents who will not answer their phone, or they don't have a phone. We have to make home visits to talk to them about taking their child to the doctor. Some times we will make the appointment for them and the parents will not show up for the appointment. Its very frustrating.	11/13/2015 11:43 AM
54	Annual Review Form Relevant information provided to or by the parents can be addressed under other information. Relevant information regarding social/adaptive or related services can be address as part of the achievement of annual goals. Systematic Observation of Student Performance Form Environment of the classroom can be shorter and Relevant Behaviors can be included in the Relationship of Behavior area	11/13/2015 11:43 AM
55	Assessment descriptions / listing is required in multiple places.	11/13/2015 11:38 AM
56	PWNA covers referral conference decision form. I think referral form may be necessary, but might be better if revised. Separate program conf decision form is no longer required.	11/13/2015 11:28 AM
57	Using the new EDR forms addresses all of these forms, making them redundant in the process.	11/13/2015 11:09 AM
58	I do not think these all need to be removed necessarily but why can't they be asked or within the IEP paperwork. For instance like I said previously, I have teachers in the field of sped (ALP) who have never taught or been trained in special ed., I think putting annual review info, teacher excusal, transition invite, or anything else that would/could be addressed during annual review within one paperwork flow. I seen this in other states paperwork. Annual Review page not necessarily another page but flows within the IEP information. New teachers tend to leave paperwork out due to forgetting what all forms. If all would flow together within a packet I believe human error would be reduced.	11/13/2015 10:59 AM
59	-Annual Review info could be contained/included in PLOP, etc. of IEP. -Conference notice enclosure could be eliminated. -Parents sign district handbooks stating we can bill Medicaid for services (screenings, etc) so the Parental Notice to Access Insurance, etc. is redundant. -SLD observation forms could be eliminated and info could be contained in PLOP as well.	11/13/2015 10:56 AM
60	Documentation of Receipt of Rights could be added as a check box to the PWNA. Parental Consent to Access Public Insurance could be added as a check box under Box B on the PWNA, signature necessary. Permission for Consent to Invite an Agency, added to PWNA as well.	11/13/2015 10:55 AM
61	All of the redundant information should be done only once. The signature page shows who has been in folder. Teachers documentation of progress reports shows they were in folder, take access page from signature page in front of folder.	11/13/2015 10:44 AM
62	SLD report is not needed now with the new paperwork. Member excusal could be addressed on the prior written notice of action, instead of having another paper. Documentation of receipt of Parents rights could also be included on the prior written notice.	11/13/2015 10:44 AM
63	Annual review form- You have prior written notice and can document there. Notice enclosure - redundant SLD report - can document in eval/prog Separate programming - document in prior written notice Systematic observation - Can have a better way of doing this	11/13/2015 10:43 AM
64	Same as previous comment. If we have to keep Prior Written Notice then look at doing away with the actual conference decision form. For example, annual review and SPC decision form.	11/13/2015 10:41 AM
65	Replace with prior written.	11/13/2015 10:39 AM

### Q16 Thinking now of the ADE required IEP forms, do you feel that any of those forms are redundant?

Answered: 153 Skipped: 31



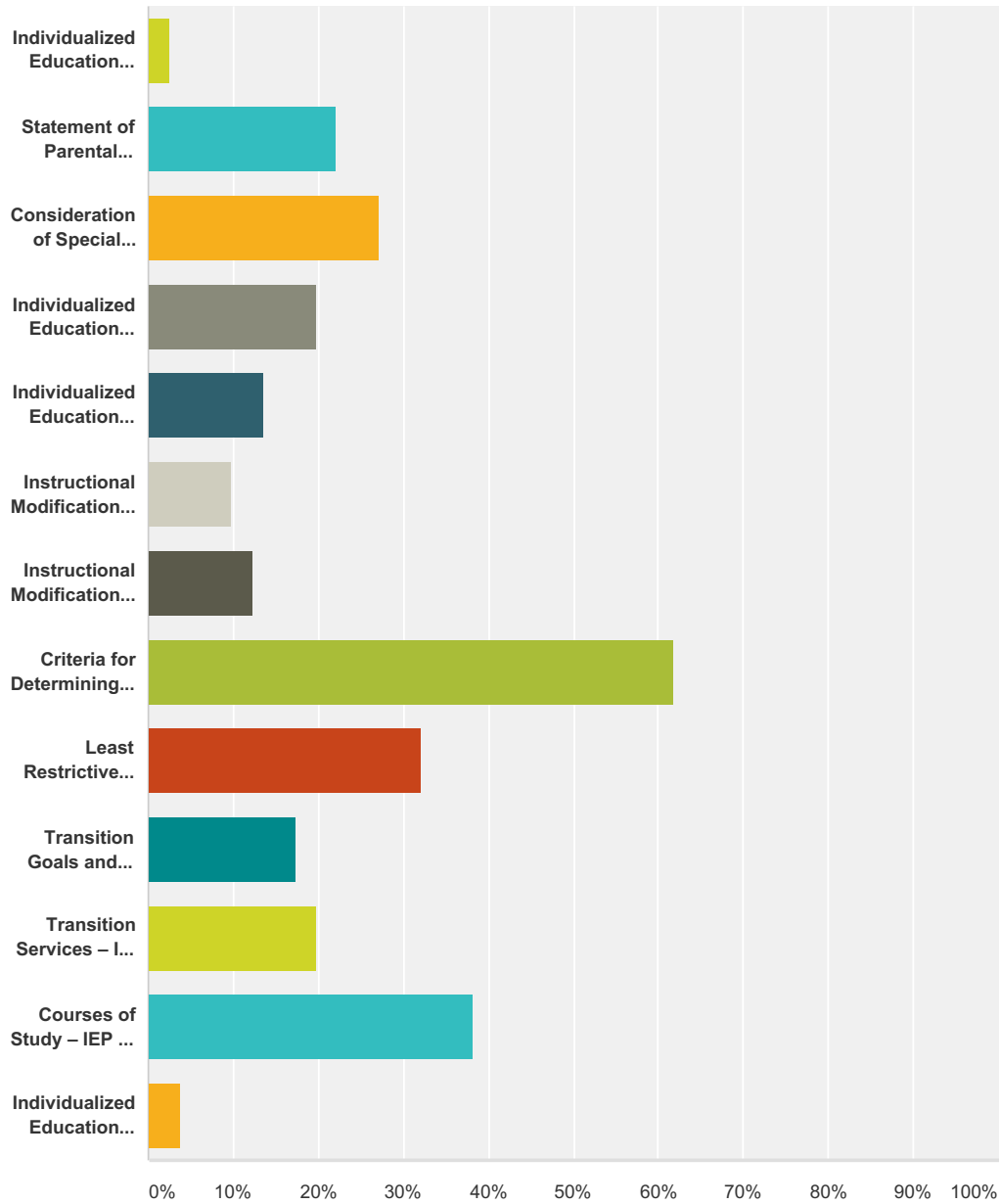
Answer Choices	Responses
Yes	83.01% 127
No	16.99% 26
<b>Total</b>	<b>153</b>

#	Comments:	Date
1	Points along the document are redundant.	11/19/2015 10:03 PM
2	See earlier descriptions of redundant areas.	11/19/2015 3:18 PM
3	Staff Survey: Student Profile Summary	11/19/2015 11:08 AM
4	No on redundancy but consider condensing or consolidating forms.	11/18/2015 7:09 PM
5	On the student profile summary, it asks for the student's needs based on recent assessments- this is already stated whenever we develop the goals and address their strengths and needs. It's very redundant to have it in both places.	11/18/2015 2:16 PM
6	Annual review conference decision form.	11/17/2015 12:19 PM
7	See above. Also, I don't know if it is exactly redundant, but I don't really see the value of the impact statement on the goal page. If you have listed the student's individual strengths and weaknesses related to the standard, and then the goal or goal and objectives, it seems obvious to me from that information how the student's abilities impact the achievement of the standard.	11/17/2015 10:53 AM
8	profile summary, present level, impact statement every time you add a goal	11/16/2015 4:18 PM
9	profile, present level, impact	11/16/2015 4:06 PM
10	The special considerations page 3 could be eliminated and this information could be included in the present level of functioning or on the modification/accommodation pages.	11/16/2015 3:59 PM
11	LRE pages- particularly the questions	11/16/2015 3:18 PM
12	SPC form and group SLD eligibility	11/16/2015 3:11 PM
13	See comment # 3 and #14.	11/16/2015 2:08 PM
14	LRE pages and profile summary and present level	11/16/2015 1:11 PM

15	The present level of performance forms are redundant. First you give a present level of performance for what the student can and can not do then when you go to make the goals and objectives you have to do the same thing. It just does not make any sense.	11/16/2015 12:54 PM
16	No not really	11/16/2015 12:26 PM
17	Oh my! The PLAAFP! It's just an evaluation/reevaluation form redone! Why is more than a paragraph needed? We have the testing information and evaluation/reevaluation information there in front of us, everyone is looking at it during annual review. Why put it so many places! It's redundant and so very time consuming!	11/16/2015 10:37 AM
18	I realize the forms are necessary, however can they be reworded so that information does not have to be repeated so much?	11/16/2015 10:37 AM
19	LRE pages	11/16/2015 9:05 AM
20	There are components included in the Student Profile Summary that are reiterated on the Consideration of Special Factors Page.	11/16/2015 8:43 AM
21	The forms aren't so much redundant, but the information on the different pages is repeated.	11/16/2015 8:38 AM
22	The forms aren't necessarily the problem. It is the data required to properly complete the IEP - each goal and objective requires a PLF statement. Present levels of performance require pre and post assessment. The time taken to gather this data is difficult to negotiate while still trying to teach.	11/16/2015 7:58 AM
23	I know there needs to be accountability for teachers and students. I know not all teachers do their paperwork right but goodness there still can be great teachers without the paperwork.	11/15/2015 2:08 PM
24	See above answer for Number 15	11/15/2015 12:53 PM
25	The ones previously mentioned as well as the referral form has quite a bit of information that could be listed on the PWN under basis for action. The referral decision is the worst. The new social history is quite long as well and over whelming to parents. The PWN already addresses the Parents rights just add it above the signature line and have them sign once. My teachers always fuss about seperate programming conferences and the SLD committee report the most.	11/13/2015 3:04 PM
26	The Continuum page and the schedule page discuss very similar things and could be combined. Not sure why we have the check box for billing private insurance. The LRE pages are not particularly understandable or useful in most situations, is there a way to make it more meaningful by blending the questions into the other page?	11/13/2015 2:04 PM
27	Many of the forms have information that has already been written on other forms. There is also many items that are for school age and not preschool that could be eliminated with a packet for 3-5 only.	11/13/2015 1:58 PM
28	Modification pages could be reworked and page 102.	11/13/2015 1:38 PM
29	PWN and SPC together PWN and Evaluation Program decision forms together give redundant information.	11/13/2015 1:14 PM
30	It says the exact same things on the EPC and Annual Review	11/13/2015 12:12 PM
31	See my answer in #14. Didn't know this question was coming.	11/13/2015 11:52 AM
32	The new forms took the redundant information away.	11/13/2015 11:43 AM
33	Referral conference decision form. Student profile summary on IEP is directly from evaluation.	11/13/2015 11:28 AM
34	All forms has some bit of redundant information.	11/13/2015 11:18 AM
35	I do not think these all need to be removed necessarily but why can't they be asked or within the IEP paperwork. For instance like I said previously, I have teachers in the field of sped (ALP) who have never taught or been trained in special ed., I think putting annual review info, teacher excusal, transition invite, or anything else that would/could be addressed during annual review within one paperwork flow. I seen this in other states paperwork. Annual Review page not necessarily another page but flows within the IEP information. New teachers tend to leave paperwork out due to forgetting what all forms. If all would flow together within a packet I believe human error would be reduced.	11/13/2015 10:59 AM
36	Absolutely	11/13/2015 10:56 AM
37	A lot!!!!!!!!!!!!!!!	11/13/2015 10:44 AM
38	The information on page #102 is covered in either the evaluation report, prior written notice, or annual review form. As well as the Present Level on goal pages.	11/13/2015 10:44 AM
39	My teachers say that on average it may take up to 4 hours to complete one IEP. The student profile summary and the statements of strengths and weakness and current performance on standards based IEP pages are redudant and time consuming.	11/13/2015 10:37 AM

**Q17 Please select the ADE required IEP forms that you would be in favor of eliminating from the list below and explain the reason for eliminating the form in the comment box.**

Answered: 81 Skipped: 103



Answer Choices	Responses
Individualized Education Program (IEP) – SB IEP - #100	2.47% 2
Statement of Parental Participation and Concerns – SB IEP - #101	22.22% 18
Consideration of Special Factors – SB IEP - #102	27.16% 22

Individualized Education Program – SB IEP - #103 A	19.75%	16
Individualized Education Program – SB IEP - #103 B	13.58%	11
Instructional Modifications, Supplemental Aids, and Supports – IEP - #200	9.88%	8
Instructional Modifications, Supplemental Aids, and Supports (cont.) – IEP - #201	12.35%	10
Criteria for Determining Least Restrictive Environment (LRE) – IEP - #104	61.73%	50
Least Restrictive Environment (LRE) – IEP - #105	32.10%	26
Transition Goals and Services – IEP - #400	17.28%	14
Transition Services – IEP - #401	19.75%	16
Courses of Study – IEP - #402	38.27%	31
Individualized Education Program (IEP) Team – IEP - #106	3.70%	3
<b>Total Respondents: 81</b>		

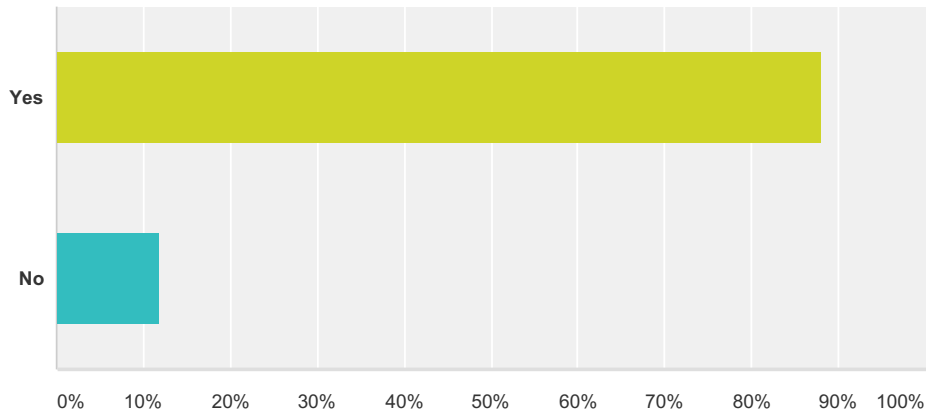
#	Comments:	Date
1	I think that the information for parents is good but is over whelming for them to take in. if we could make check boxes with the same information and eliminate some of the forms, the teachers would not be overwhelmed.	11/20/2015 8:15 AM
2	IEP #103A - objectives are necessary to meet students needs; #104 - check boxes regarding criteria overkill; #105 - justification should match 104 which is redundant; Transition paperwork - I like the draft version that we were shown this summer - much improved.	11/19/2015 10:11 PM
3	Goals and objectives are required. Maybe 104 and 105 combined.	11/19/2015 3:41 PM
4	Justification of educational placement worded so that teachers are not sure if yes/no is for or against. Seems to be mostly covered under #105 reasons for lesser restrictive placement rejected statement. The time it takes to write an IEP is considerably greater with the new standards based IEPs 2012. I would like to know if the previous IEPs were legally defensible. Are we actually seeing greater student academic gains through more heavily worded IEPs, or is it just taking up precious teaching time?	11/19/2015 3:29 PM
5	Redundant. These things can be addressed on AR.	11/19/2015 2:54 PM
6	Profile statement and present level statements are redundant ... one summary and goal sheet could suffice.	11/18/2015 4:13 PM
7	IEP #104- Criteria- This page overwhelms parents every time they see it. Way too much information and checkboxes. LRE IEP #105- Again, the continuum is just not parent-friendly. A typical person off the street that isn't in education gets very overwhelmed. Courses of study- This is not a favorite because if the student is just in 9th grade- it's a waste of time to list all the courses he/she "might" take because the student goes in at Christmas break every year and gets a schedule change, which throws the whole thing off.	11/18/2015 2:18 PM
8	this is done through regular setting	11/18/2015 1:21 PM
9	I think that the transition goals and services should just have the standard, goal, and objective - the Present Level of Performance is the same as student profile summary - The student profile summary should give you a picture of that student so address history, behavior, weakness, strengths instead of having to do both. There could also be a part there to show or tell the impact the whole IEP will have for the student - not just that goal.	11/18/2015 12:16 PM
10	LRE , too wordy	11/18/2015 10:24 AM
11	All IEP forms should be condensed. They are far too excessive.	11/17/2015 6:02 PM
12	Condense the wording so that you don't have as many forms.	11/17/2015 5:54 PM
13	All IEP forms should be condensed.	11/17/2015 5:54 PM
14	It is hard to say which forms could be eliminated due to meeting federal requirements. You may want to combine some of the forms.	11/17/2015 4:54 PM
15	I feel the whole IEP is redundant. Could there not be a way to condense the IEP.	11/17/2015 4:53 PM
16	Could be included in the body of the IEP	11/17/2015 11:50 AM

17	Could just be included in the goals for transition students Course of study changes too often to be beneficial for younger students	11/17/2015 11:44 AM
18	These could be included in the goals pages instead of the separate forms.	11/17/2015 11:38 AM
19	The student profile need to be more specific and the goals/objective pages are very difficult to complete. If we reviewed other state we would find less narrative and more boxes to check.	11/16/2015 7:44 PM
20	Not necessary for the provision of FAPE or in the determination of appropriate programming	11/16/2015 4:25 PM
21	Make it one page instead of two.	11/16/2015 4:01 PM
22	Make Instructional Modifications 1 page	11/16/2015 4:00 PM
23	same info from p. 101 and goal pages	11/16/2015 4:00 PM
24	This information could be included on other pages of the IEP; thus eliminating these forms.	11/16/2015 4:00 PM
25	Needs to be an easier form to read and complete	11/16/2015 3:12 PM
26	See comment # 3 and #14.	11/16/2015 2:09 PM
27	take out the Annual Review page because you are covering the something on the IEP.	11/16/2015 1:18 PM
28	I would eliminate the Statement of Parental Participation and Concerns because you are all ready meeting with the parent so you know the parent is participating. You all already know what the parent concerns are which is what is being addressed in the meeting and will have a documented decision on the prior written notice form. This is just a repeat of the decision form. I believe that if you are going to written a present level of performance then we should only have to write one. We already write a statement of performance on page #101 and then we have to rewrite then same performance level on page #103A. It is redundant. I wish we could go back to where page 103A and 103B were 1 page with a goal and the up to 4 objectives. I also believe that we could address the questions on page 104 on page 101 and 105.	11/16/2015 1:04 PM
29	minutes on the front of the page and decision forms talk about LRE. We use CLASS based goal pages	11/16/2015 11:13 AM
30	Eliminate the Courses of Study form 402 . All schools have required classes for graduation and that is mostly what goes on this page. It's unnecessary. There only needs to be ONE place for anyone/everyone to sign so do away with the places that require signatures for transition. Just have the parents and student sign every year on a new form.	11/16/2015 10:58 AM
31	The courses of study are outlined by the counselor, evidence of completion is on the triand transcript. Requirements for graduation are found in many areas other than special education.	11/16/2015 10:53 AM
32	I believe everything listed above is needed in an IEP.	11/16/2015 10:39 AM
33	This information could be contained on the other LRE page.	11/16/2015 10:38 AM
34	Consideration of Special Factors could be consolidated with the Student Profile Summary. Modification pages could be consolidated to one page. Criteria for LRE could be consolidated with the LRE page.	11/16/2015 8:44 AM
35	I think that the LRE forms could be put together as well as the instructional modification, supplemental aids and supports could also be put together to decrease the paperwork.	11/16/2015 7:42 AM
36	all the forms could be simplified in some way..One person can't think of everything at once but yes by all means help	11/15/2015 2:10 PM
37	Parental participation can be documented on Prior Written Notice Modifications should be one page at most	11/15/2015 12:55 PM
38	Decerase the space for the accommodations. No one needs THAT many accommodations.	11/13/2015 4:34 PM
39	Combine 104 and 105	11/13/2015 4:33 PM
40	I'm not sure about these. I think they should all stay.	11/13/2015 3:29 PM
41	Just seems that 102, 104 and 105 could be condensed and revised. Mods pages 200 and 201 could be eliminated by only choosing the mods and supports that the child needs a in a blank space rather than two separate sheets. I like Tennessee's IEP, 6 pages and addresses all the information that ours does in much less pages and honestly way more condensed and parent friendly. Courses of study page 402 is an ever changing and on going document, this could more easily be addressed on annual review form and is redundant to the IEP front courses of study. page 106 could easily be condensed into signature lines like Tennessee. Follow this link and review TN's much shorter and could be revised to cover the few things that are not included. <a href="http://www.tn.gov/assets/entities/education/attachments/ed2998_iep.pdf">http://www.tn.gov/assets/entities/education/attachments/ed2998_iep.pdf</a> Don't even get me started on the new Goal pages- OMG nightmare and very redundant and very much time consuming. I even hate waiting just to print them much less completing the information. Please review TN and other states as well. TN is 6 pages and includes most ALL of the information that Arkansas requires including transition.	11/13/2015 3:16 PM

42	104. These questions are not easily understood nor explained. Perhaps those that must be present could be blended into other parts of the IEP so they would be more relevant. 105. Blend this page in with the schedule page. The lesser option considered should be on the PWNA. 106. If the text at the top is already included in Parent's Rights, can we just cite that reference and reduce this page to blend with another?	11/13/2015 2:09 PM
43	The two checked about could be combined on one form. The questions could be reduced, as some of them seem to ask the same thing in a different tone.	11/13/2015 1:58 PM
44	102 make it more teacher and parent friendly. 200-201 check list or one page. 104 no one understands the strange percentages. 106 combine with 102	11/13/2015 1:42 PM
45	Not eliminate but rearrange Page 101 part 2 Student Profile section - Having seen many different state IEPs, I feel our IEPs require much more detailed writing which takes more time rather than inserting required answers on specific data.	11/13/2015 1:21 PM
46	Teachers are spending way too much time writing strengths and weaknesses from data. Before they could use their data. But now they spend too much time figuring how to "make the write words" and writing impact statements.	11/13/2015 12:42 PM
47	we always look at LRE... every time we meet.. Parents understand the boxes better and we always discuss at the bottom what we did not pick that option.	11/13/2015 12:36 PM
48	leps are too long and redundant. Parents typically will not or cannot take in and understand a document of that length.	11/13/2015 12:17 PM
49	Form is redundant.	11/13/2015 12:04 PM
50	I think every IEP needs annual goals and objectives. Form A, goal only, could be eliminated.	11/13/2015 11:53 AM
51	Maybe they do not need to be eliminated but I do not think these two are looked at during meeting that closely.	11/13/2015 11:00 AM
52	This could be addressed through the district's 4 year plan for students.	11/13/2015 10:57 AM
53	Repetitive to evaluation report, annual review.	11/13/2015 10:45 AM
54	I wish there would be a way to combine the mod pages and consideration of special factor page. The criteria for LRE page is meaningless. The chart LRE page is all that we need. However, the most time consuming sections of the IEP are the present level and the goal sections.	11/13/2015 10:44 AM

### Q18 Would you be in favor of reducing the items on some ADE required IEP forms?

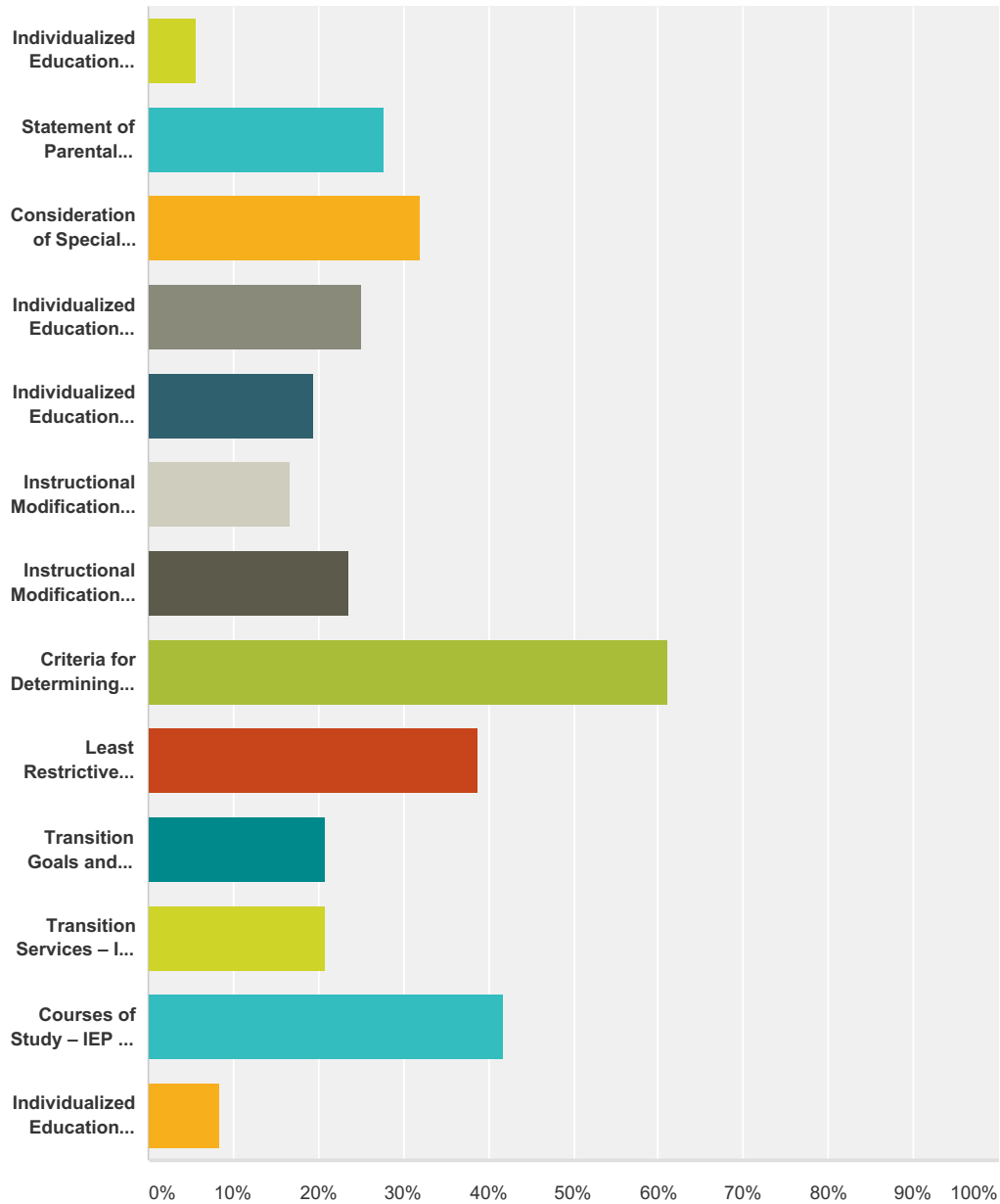
Answered: 151 Skipped: 33



Answer Choices	Responses
Yes	88.08% 133
No	11.92% 18
<b>Total</b>	<b>151</b>

**Q19 Please select the forms that you feel could be reduced and provide specific examples of items you would like to see removed in the comment box.**

Answered: 72 Skipped: 112



Answer Choices	Responses
Individualized Education Program (IEP) – SB IEP - #100	5.56% 4
Statement of Parental Participation and Concerns – SB IEP - #101	27.78% 20
Consideration of Special Factors – SB IEP - #102	31.94% 23
Individualized Education Program – SB IEP - #103 A	25.00% 18

Individualized Education Program – SB IEP - #103 B	19.44%	14
Instructional Modifications, Supplemental Aids, and Supports – IEP - #200	16.67%	12
Instructional Modifications, Supplemental Aids, and Supports (cont.) – IEP - #201	23.61%	17
Criteria for Determining Least Restrictive Environment (LRE) – IEP - #104	61.11%	44
Least Restrictive Environment (LRE) – IEP - #105	38.89%	28
Transition Goals and Services – IEP - #400	20.83%	15
Transition Services – IEP - #401	20.83%	15
Courses of Study – IEP - #402	41.67%	30
Individualized Education Program (IEP) Team – IEP - #106	8.33%	6
<b>Total Respondents: 72</b>		

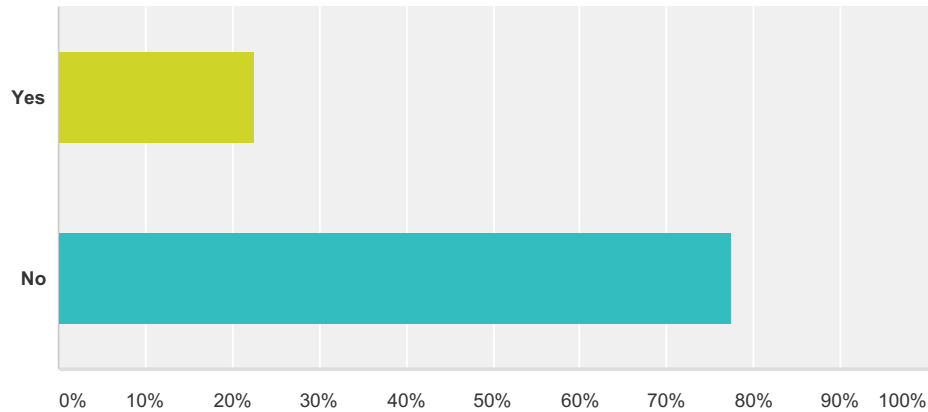
#	Comments:	Date
1	Could be combined Never stays the same and difficult to predict	11/20/2015 11:43 AM
2	pg 101: place student profile on Goal pages to be included in area of deficit information for each area. pg 104 too much information to give to parents-they glaze over! pg 400, 402 Transition plan is too extensive. do check list with choices. Goal is obvious and does not need an entire page.	11/20/2015 8:17 AM
3	#101 - participation by alternate means - redundant if written in statement; #104 - Criteria for determining; #105 - upper and lower check boxes is redundant as well as the justification which should match #104; Transition paperwork - I like the new draft paperwork I look forward to using it!	11/19/2015 10:20 PM
4	Transition - restructured LRE - combined	11/19/2015 3:42 PM
5	Would take more time to review than I have at this time. I feel you should create a team to work on this, consisting of those who know the legal side (making forms defensible) and those who use the forms.	11/19/2015 3:38 PM
6	SBIEP 103A 103B--we recommend there be one Present Level of Performance statement instead of one for each goal area Modification/Accommodations--IEP 200 & 201--put them on one page and make the fields expandable for the students who need more accommodations LRE--IEP 104 & 105--these 2 pages could be combined on one page; pre-school and school age should be on separate pages; re-word the justification for placement section using the same tense (yes/no questions); eliminate the options/reasons on the bottom of 105 COURSE OF STUDY--IEP 402--build one year at a time. The District's course catalog outlines the 4 year graduation requirements already.	11/19/2015 11:19 AM
7	Student profile summary is redundant for information on the conference forms and prior written notice as well as the goals pages.	11/18/2015 8:16 PM
8	see previous	11/18/2015 4:14 PM
9	Statement of participation and concerns- Remove student profile summary. Redundant basic information and parents ask why all this is in there #104- Reduce a lot of this. Very overwhelming to look at and explain to parents. Just give a short checklist	11/18/2015 2:20 PM
10	just condense as much as possible	11/18/2015 1:22 PM
11	Would like to see these three pages condensed to one page with the addition of the information on page two of IEP page 101.	11/18/2015 10:41 AM
12	All forms could be reduced.	11/17/2015 6:03 PM
13	Combine wording therefore you won't have as many forms.	11/17/2015 5:56 PM
14	All forms should be combined and their wording condenses.	11/17/2015 5:56 PM
15	I feel the entire IEP should be reduced.	11/17/2015 4:57 PM
16	The whole IEP could be reduced.	11/17/2015 4:57 PM
17	Why isn't it clear enough on the accommodations for testing to be just on the instructional modifications and not on the consideration of special factors?	11/17/2015 3:11 PM
18	LRE could be reduced by just checking - transition could be included in the rest of the IEP	11/17/2015 11:51 AM

19	Changes too often anyway	11/17/2015 11:39 AM
20	I don't want to see the student profile eliminated, but maybe streamlined in some way. It includes a lot of the information required on the annual review. As stated earlier, I don't see the value of the impact statement.	11/17/2015 10:59 AM
21	This information could be combined into a few pages instead of separate pages; thus eliminating some forms.	11/16/2015 4:04 PM
22	I feel that listing the present level of performance on the goal pages is redundant since we already list that on page 101. It would be better to just list the strengths and weaknesses.	11/16/2015 3:53 PM
23	There is no need to have a whole page of questions for LRE determination. I'm not sure of the relevance of listing the courses of study.	11/16/2015 3:21 PM
24	testing accommodations could be just addressed in Instructional mods less complicated criteria list	11/16/2015 3:14 PM
25	See comment # 3 and #14.....also the time it took me to take this survey just added another 1-2 hours of paperwork to my day.	11/16/2015 2:11 PM
26	Criteria for Determining Least Restrictive Environment and Least Restrictive Environment are the same things.	11/16/2015 1:14 PM
27	I would eliminate the Statement of Parental Participation and Concerns because you are all ready meeting with the parent so you know the parent is participating. You all already know what the parent concerns are which is what is being addressed in the meeting and will have a documented decision on the prior written notice form. This is just a repeat of the decision form. I believe that if you are going to written a present level of performance then we should only have to write one. We already write a statement of performance on page #101 and then we have to rewrite then same performance level on page #103A. It is redundant. I wish we could go back to where page 103A and 103B were 1 page with a goal and the up to 4 objectives. I also believe that we could address the questions on page 104 on page 101 and 105.	11/16/2015 1:06 PM
28	The PLAAFP is so much more complicated than it needs to be. Eliminate that and just keep the Summary of Performance. Make the whole of form 103 a one page document. There only needs to be ONE place for anyone/everyone to sign so do away with the places that require signatures for transition and alternate assessment. Just have the parents and student sign every year on a new form. Some forms need reworked and combined into one page. The information does not need to be eliminated. They are 101, 102, 104, and 105. They are just a bunch of empty space for the most part. Redundancy should be eliminated. The transition forms 400 and 401 could be put on one page. They are redundant. Modifications could be put on one page if the page layout were slightly redesigned. Make separate forms for school age and preschool conferences to eliminate items that are irrelevant to the conference.	11/16/2015 10:58 AM
29	Writing the goal pages is extremely time consuming if the teacher does it correctly.	11/16/2015 10:46 AM
30	Include information on these forms in other forms.	11/16/2015 8:46 AM
31	PLF statement - repetitive. Courses of Study - unlikely to be properly utilized or even necessary for guiding the decision making.	11/16/2015 8:01 AM
32	I think that the instructional mods, supplemental aids and supports could all be put on one page in a checklist form. The Least Restrictive Environment could also be put on one page.	11/16/2015 7:46 AM
33	SB IEP #101 - Instead of having the student profile, let the information for each set of goals include profile information relevant for that area. Criteria for Determining LRE - Parents seem to understand the LRE continuum better. They get lost/bored going over all of the criteria. Transition Courses of Study - Why couldn't you just include a copy of the transcript in the file at annual review? Anything that could be shortened would be beneficial.	11/15/2015 10:58 PM
34	I know I should not select all the forms but again simplify.	11/15/2015 2:12 PM
35	See comments to previous question	11/15/2015 12:59 PM
36	We just need a simple goal sheet!	11/13/2015 5:57 PM
37	see previous notes	11/13/2015 2:10 PM
38	These could be combined into one form. Some of the questions need to be reworded to combine more than one	11/13/2015 2:05 PM
39	201 pretty much is cover on page 102 we need more room to document. 105 covers 104 in my opinion Alternate Assessment part on 102 ... Parent signature could be done on Prior written notice.	11/13/2015 12:50 PM
40	Items can be stream lined and presented more efficiently.	11/13/2015 12:17 PM
41	Redundant	11/13/2015 12:05 PM
42	Same comment as #18	11/13/2015 11:54 AM
43	No specific suggestions	11/13/2015 11:52 AM

44	If page 104 and page 105 could be combined somehow.	11/13/2015 11:48 AM
45	Repetitive student information noted in several places; Course of study provides same information on student transcript.	11/13/2015 11:41 AM
46	Generally redundant of 104.	11/13/2015 11:29 AM
47	Consideration of special factors and modifications could be easier. ( testing modifications) We have spent a great deal of time in the last two years addressing testing modifications as EOY assessments and criteria for obtaining accommodations and modifications has changed.	11/13/2015 11:04 AM
48	Condense it all. Other states' paperwork is more "check-box" and streamlined--not as "wordy" as ours is required to be.	11/13/2015 10:59 AM
49	There is something on every sheet that could be reduced.	11/13/2015 10:58 AM
50	These 2 could be combined on one page	11/13/2015 10:57 AM
51	The statement on 105 about less restrictive option considered is unnecessary.	11/13/2015 10:52 AM
52	See previous comment.	11/13/2015 10:46 AM

### Q20 Would you be in favor of having the option to choose between creating your own local forms based on ADE guidelines verses using ADE required forms?

Answered: 151 Skipped: 33



Answer Choices	Responses
Yes	22.52% 34
No	77.48% 117
<b>Total</b>	<b>151</b>

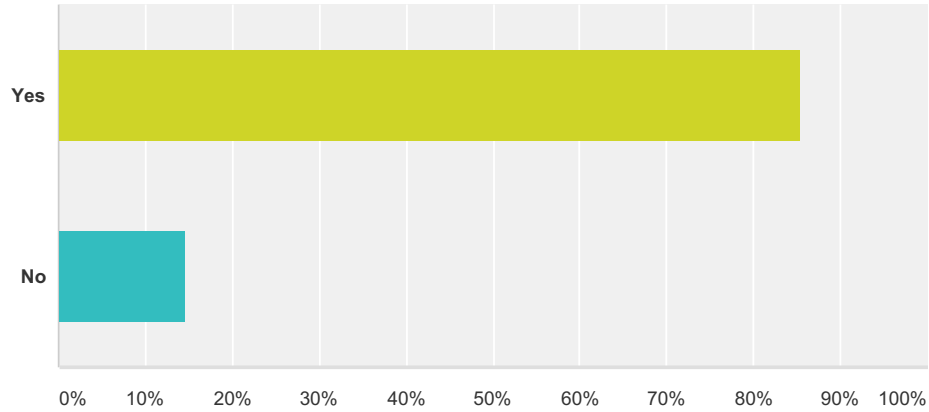
#	Comments:	Date
1	I believe that all forms should be universal and the same across the state.	11/20/2015 11:43 AM
2	No. That leaves districts in a state of liability and dependence upon individual interpretation.	11/19/2015 10:20 PM
3	Creating our own forms would require more time & the paperwork needs to be consistent between school districts. It would require even more time to figure out another districts form for students that transfer in.	11/19/2015 6:35 PM
4	I am in favor of using only ADE required forms with supplemental forms as needed, as is the system now.	11/19/2015 3:38 PM
5	There needs consistency across the state due to the high mobility rate of our students. We MUST have legally defensible IEPs and other special education paperwork!!	11/19/2015 11:19 AM
6	Consistency between districts have vastly improved understanding of ADE requirements. Those of us who have been ins Special Education for years can remember when the variety of forms used from district to district created problems with consistent services for students.	11/18/2015 7:12 PM
7	Prefer statewide consistency. Seems like this could lead to confusion.	11/18/2015 4:14 PM
8	If districts were allowed to create their own local forms based on ADE guidelines, it would be a mess. When one student transfers from one district to another, no two sets of forms are going to look alike. It will be very hard when monitoring time comes because some many districts will do the forms in different ways. Def. not in favor of this.	11/18/2015 2:20 PM
9	It is bad enough trying to figure out other state's IEPs and due process forms. With a set of state forms, we know where to find specific pieces of information and know immediately if the component is missing. It would be a nightmare with everybody using their own forms. Judges 21:25 In those days there was no king in Israel: everyone did what was right in his own eyes. (and calamity ensued .....my words....)	11/18/2015 8:15 AM
10	I feel it would leave the districts vulnerable.	11/17/2015 6:03 PM
11	I think this would leave districts vulnerable.	11/17/2015 5:56 PM
12	I feel that would leave the districts extremely vulnerable.	11/17/2015 4:57 PM

13	When we get a transfer student from within the state, it makes the process of the transfer a lot easier.	11/17/2015 3:11 PM
14	That would be confusing for EVERYONE	11/17/2015 11:51 AM
15	That would leave too many district open to leaving something out and failing to comply to federal mandates	11/17/2015 11:45 AM
16	That would cause nightmares when students transfer from district to district	11/17/2015 11:39 AM
17	It is beneficial to have State-standard paperwork that transfers between school district. Sometimes, receiving SPED paperwork from other states is difficult to use. I think some school districts would require more paperwork than needed to cover "all the bases."	11/16/2015 4:04 PM
18	I feel that every school in the state should be required to use the same forms. I feel that the ADE could lessen the amount of these papers.	11/16/2015 2:46 PM
19	Don't have time to recreate the massive wheel that just keeps getting larger.....	11/16/2015 2:11 PM
20	I have mixed feelings. I believe that there needs to be a set of forms but just reduce the forms to what is needed and not having forms that are redundant.	11/16/2015 1:06 PM
21	Only if guidance is provided.	11/16/2015 11:27 AM
22	This would be a true example of "individualized". Schools are not cookie cutter but have to fit every student into cookie cutter forms.	11/16/2015 10:54 AM
23	Absolutely not! I rely on the ADE-SEU staff and legal team to provide guidance on due process issues. Also, there must be consistency in the state paperwork. There are problems with interpreting paperwork when a child comes from another state. I don't want to have to try to figure out how the district next to me has programmed a child.	11/16/2015 10:46 AM
24	Depending on the guidelines.	11/16/2015 10:39 AM
25	This would leave too much room for Grey Areas, we would never be able to please the monitors,	11/16/2015 9:58 AM
26	It's bad enough to try to figure out paperwork from other states. There should be continuity across the state.	11/16/2015 8:46 AM
27	No I would rather all districts follow same process. Students transfer daily and this would increase paperwork to bring each new student folder into compliance for district level requirements. It is already a problem - when receiving students from out of state.	11/16/2015 8:01 AM
28	I think this would cause litigation across districts due to inconsistencies	11/16/2015 7:46 AM
29	could work	11/15/2015 2:12 PM
30	I like the consistency across the State	11/15/2015 12:59 PM
31	Depends on how we are monitored. At least with using the ADE required forms, we know that we are accomplishing what the monitoring team will be looking for to determine compliance.	11/13/2015 4:36 PM
32	Too many districts and hard enough follow other state paperwork	11/13/2015 4:34 PM
33	Absolutely not.	11/13/2015 3:38 PM
34	If we create our own forms, we'll not have everything required.	11/13/2015 3:30 PM
35	I do not think this would be a good idea.	11/13/2015 3:18 PM
36	That would be a nightmare. Procedures and practices vary greatly from district to district with required ADE forms in place. It would be even more difficult to maintain consistency with everyone doing their own thing. It would also be harder when going through monitoring.	11/13/2015 2:46 PM
37	I would like forms to be the same across the county. Too much personalization may leave out required components.	11/13/2015 2:05 PM
38	This would be more time consuming than what a district level person could handle. Also, it would create a huge gap or create confusion when students transfer to another district.	11/13/2015 1:24 PM
39	It needs to be consistent across the state!!!! I get paperwork from schools that is totally incomplete and I have to start over with referral sometimes. If we do our own it will be a mess... Please do not do that to us. Just show us what you expect and we will follow through. That is my biggest upset is to get paperwork from a school that is not completed. It would be nice to have IEP service provider across the state. Then files could be shared immediately with each other and you get the whole file.	11/13/2015 12:50 PM
40	Too many different versions will just lend to confusion.	11/13/2015 12:43 PM
41	I've experienced IEPs from other states with this requirement and it is very difficult. I like that when students transfer in-state that we can look at the forms and know instantly what is missing and what is there. Please don't give the districts this option! That's a lot of pressure to come with with own forms. We have too much else to do.	11/13/2015 11:54 AM

42	If we do not have required forms then it will disrupt communication between districts throughout the state. We have enough differences between district practices currently. There doesn't need to be anymore district specific practices in due process paperwork.	11/13/2015 11:52 AM
43	I think if the whole state does not use the same type forms it would be too confusing. Like when I try to read one from Texas or New York.	11/13/2015 11:01 AM
44	YES! YES! YES!	11/13/2015 10:59 AM
45	Not if that increases chance of being capped on something.	11/13/2015 10:58 AM
46	This would be a nightmare with kids moving in and out of Arkansas districts. I like standard forms that all districts in Arkansas utilize. Please do not allow this. It would be horrible!!!!!!!!!!!!!! We want state forms just reduced!	11/13/2015 10:46 AM

### Q21 Would you be in favor of having the option to use some ADE required forms and some locally created forms?

Answered: 34 Skipped: 150

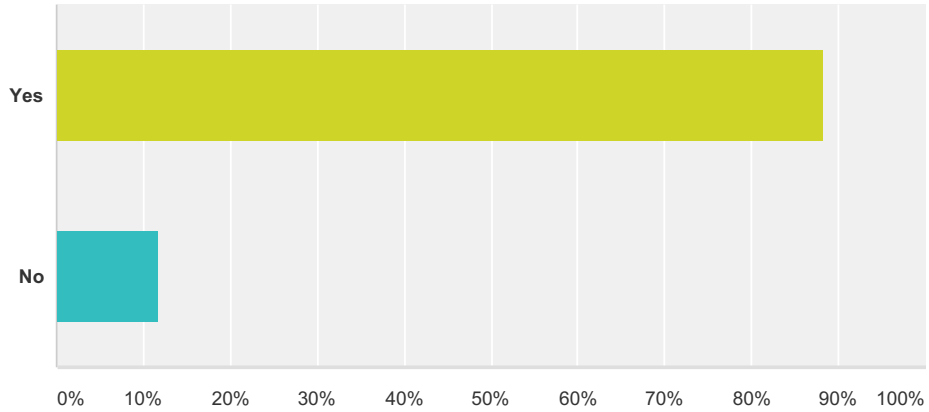


Answer Choices	Responses
Yes	85.29% 29
No	14.71% 5
<b>Total</b>	<b>34</b>

#	Comments:	Date
1	a compromise of forms are a doable option.	11/16/2015 11:13 AM
2	The districts will not create! They will be afraid to reduce any paperwork!	11/13/2015 6:00 PM
3	Two systems create confusing in transfer cases when one district requires it and the other does not.	11/13/2015 11:02 AM
4	I think everyone in Arkansas should do the same forms.	11/13/2015 11:00 AM

### Q22 Would you be in favor of the ADE reviewing your locally created forms for required components?

Answered: 34 Skipped: 150



Answer Choices	Responses
Yes	88.24% 30
No	11.76% 4
<b>Total</b>	<b>34</b>

#	Comments:	Date
1	This would seem like a necessary process to ensure schools will still stay in compliance of information needed. This would also ensure that information can be formatted in a way which is not too overbearing for parents.	11/16/2015 11:13 AM
2	None	11/13/2015 11:21 AM
3	ADE could provide samples--	11/13/2015 11:05 AM
4	I think everyone in Arkansas should do the same forms.	11/13/2015 11:00 AM

## Q23 What do you feel would be some possible positive outcomes of reducing the length and/or the number of ADE Required Forms?

Answered: 132 Skipped: 52

#	Responses	Date
1	Less turnover with special education teachers	11/20/2015 11:47 AM
2	More time for teachers at work, preparing forms, and conference time with parents. More instructional time for teachers and students.	11/20/2015 8:20 AM
3	Less time on paperwork, more time to plan for instruction, less time to train on compliance=more time to train on instruction	11/19/2015 10:36 PM
4	Saving time	11/19/2015 6:38 PM
5	Greater time to focus on academic gains, as well as greater teacher retention and sanity. All kidding aside, special education teachers lose their zeal all to quickly.	11/19/2015 3:55 PM
6	Teacher morale!	11/19/2015 3:44 PM
7	More time for teachers to teach and recruitment of teachers	11/19/2015 2:56 PM
8	Teachers would have more time to actually teach.	11/19/2015 2:45 PM
9	Less time preparing paperwork and less time in conferences	11/19/2015 2:43 PM
10	More time could be spent on direct student interaction.	11/19/2015 2:13 PM
11	Eliminate redundancy Reduce paperwork burden on staff Less paperwork=more instruction time Morale Teacher retention There are better ways to paint a picture of a student than a due process folder full of deficits. Less paper=cost savings	11/19/2015 11:19 AM
12	Increased instructional time with students and therefore increasing educational/developmental outcomes to a more age appropriate level.	11/19/2015 11:16 AM
13	More time to focus on our greatest priority, our students.	11/18/2015 8:22 PM
14	One positive outcome would be that conferences could be more efficient with meeting the needs of students by focusing on the student instead of whether or not all the forms have been successfully completed at one setting.	11/18/2015 7:26 PM
15	Provide relief to teachers and parents ... cumbersome and lengthy	11/18/2015 4:17 PM
16	Sped teachers would be able to spend more class time with their students, which would increase student performance. Sped teachers wouldn't be so stressed over paperwork requirements and would probably not get as burned out.	11/18/2015 2:22 PM
17	Possibly more time could be devoted to instruction.	11/18/2015 2:20 PM
18	Staff could focus more on teaching and instruction	11/18/2015 1:30 PM
19	I think teachers would be more likely to answer paperwork correctly if less of it.	11/18/2015 1:23 PM
20	More time to spend with the students and parents.	11/18/2015 12:19 PM
21	Less time to complete paperwork would allow teachers to spend more time in preparation for instruction.	11/18/2015 10:45 AM
22	TIME, less stress for teachers	11/18/2015 10:30 AM
23	Reduce redundancy....Decisions can be documented on PWN action.	11/18/2015 8:39 AM
24	Ability to keep and attract quality teachers.	11/17/2015 6:04 PM
25	Retaining teachers	11/17/2015 5:59 PM
26	Retaining quality teachers	11/17/2015 5:57 PM
27	The ability to retain teachers.	11/17/2015 5:48 PM

28	Ability to keep quality teachers	11/17/2015 5:48 PM
29	less overwhelmed teachers	11/17/2015 1:07 PM
30	More time with students	11/17/2015 12:21 PM
31	Teachers would have more time to spend with their students.	11/17/2015 12:03 PM
32	More time on task and working with students for the teachers. Teachers and therapists could work on supporting data for students to better engage them and work on more supports for those students. More time to collaborate with general education teachers as well	11/17/2015 11:55 AM
33	More time in the classroom for teachers. More time spent on instruction, especially during annual review time. More teachers would stay in sped	11/17/2015 11:47 AM
34	Teachers would spend more time teaching and assessing students. They would have more time to focus on existing data and utilizing that to target specific student deficits rather than just writing something and hoping they got it right.	11/17/2015 11:41 AM
35	More instructional time for teachers, may help with teacher recruitment for special education	11/17/2015 11:06 AM
36	Less stress and things to learn for new teachers	11/17/2015 10:03 AM
37	Better student outcomes	11/16/2015 9:25 PM
38	Better documentation. Less redundancy. More instructional time. Student performance.	11/16/2015 8:02 PM
39	Teacher retention and more teachers entering the field of special education	11/16/2015 4:27 PM
40	It takes way to long to develop an IEP more time to concentrate on teaching	11/16/2015 4:21 PM
41	It would free up teacher to spend more time on meaningful instruction.	11/16/2015 4:12 PM
42	more time given to teaching skills to students; parents would not be overwhelmed with signing and receiving all this information	11/16/2015 4:11 PM
43	less stress	11/16/2015 4:09 PM
44	Less time doing paperwork and more time to teach.	11/16/2015 4:08 PM
45	Less time on the forms allows more time for instruction	11/16/2015 4:08 PM
46	Less confusion. Less time. Clearer for parent.	11/16/2015 4:02 PM
47	more classroom instruction time, less teacher stress from too much to get done.	11/16/2015 3:56 PM
48	more one on one assistance	11/16/2015 3:56 PM
49	More time teaching	11/16/2015 3:55 PM
50	Less time on Due process and more time teaching and planning	11/16/2015 3:42 PM
51	less time staff spend outside of school day on forms as well as planning time could be used in designing quality instruction for students	11/16/2015 3:18 PM
52	Less time needed to complete them	11/16/2015 2:47 PM
53	Engaging in meaningful instruction with our students!	11/16/2015 2:15 PM
54	I think it would allow us to keep teachers.	11/16/2015 2:01 PM
55	Teachers time	11/16/2015 1:19 PM
56	More instructional time. More teachers going into special ed.	11/16/2015 1:15 PM
57	I believe that some of the possible outcomes of reducing the length and/or number of forms is that teacher retention, student growth, and teacher recruitment would increase.	11/16/2015 1:11 PM
58	Stronger child outcomes	11/16/2015 12:32 PM
59	Quicker to complete paperwork.	11/16/2015 11:37 AM
60	More time with students and more time with parents and general education teachers for curriculum alignment and carryover activities in the home environment.	11/16/2015 11:35 AM
61	more time for special education teachers to provide services and/or plan. More job satisfaction, less stress, shorter conferences	11/16/2015 11:16 AM

62	Better clarity for parents who may already be overwhelmed and emotion about the process. More time being spent on the "service" part and not the paperwork part. Increase in job retention.	11/16/2015 11:13 AM
63	Teachers would be happier and stay in Special Education.Conference would be shorter with hopfully the same positive outcomes.	11/16/2015 11:05 AM
64	I could TEACH! My students would have my time and effort not the paperwork.	11/16/2015 11:01 AM
65	More time spent teaching, better student outcomes, better teacher attitudes, less teacher turnover	11/16/2015 10:52 AM
66	Teachers would have more time to teach their students.	11/16/2015 10:51 AM
67	More time for instruction.	11/16/2015 10:42 AM
68	More student instruction time	11/16/2015 10:05 AM
69	More time for teachers to teach.	11/16/2015 10:00 AM
70	Teachers would be able to complete the required documents in a more timely and accurate manner. Students would get more instruction because the teacher would not be stressing over the paperwork. New teachers would consider entering the field of Special Ed.	11/16/2015 9:12 AM
71	Give teachers time to teach.	11/16/2015 8:47 AM
72	Teachers could spend more time teaching.	11/16/2015 8:44 AM
73	Parents would understand forms and we would not be repeating ourselves.	11/16/2015 8:44 AM
74	More focus on teaching - less on assessment and data gathering.	11/16/2015 8:05 AM
75	The number of special education teachers may increase and the retention of current special education teachers would also be increased	11/16/2015 7:56 AM
76	I would reduce the amount of time required to complete paperwork.	11/16/2015 7:29 AM
77	Teachers could spend more time preparing for academic gains.	11/16/2015 6:34 AM
78	Special education teachers would have more time to focus on teaching. I believe it would help retention.	11/15/2015 11:01 PM
79	better teaching..less stress	11/15/2015 2:15 PM
80	Happier special educators who are more engaged with student instructon.	11/15/2015 1:03 PM
81	Keeping more special education teachers.	11/14/2015 7:20 AM
82	More time on working with students!	11/13/2015 6:00 PM
83	I would be in favor of going back to the old EDR and eval/programming form process.	11/13/2015 5:18 PM
84	Hlgher SE staff moral. More time for individualized instruction. Less burnout of SE teachers. Less confusion and frustration to the parent	11/13/2015 4:40 PM
85	Teacher motivation and more productive conferences	11/13/2015 4:39 PM
86	Decreasing teacher workload, increasing time with students	11/13/2015 3:41 PM
87	Teachers will stay Teachers will teach	11/13/2015 3:32 PM
88	It would lighten our work load.	11/13/2015 3:31 PM
89	I would hope that the burn rate rate would decrease and the retention would increase	11/13/2015 3:22 PM
90	More time to spend on focusing on curriculum delivery and student outcomes.	11/13/2015 2:51 PM
91	More time for special education teachers to focus on making gains with their students.	11/13/2015 2:50 PM
92	Improved moral that teachers concerns were being heard and steps made in a positive direction. Fewer opportunities for human error.	11/13/2015 2:12 PM
93	More teacher time spent on specialized instruction of students with specialized needs.. what better outcome!	11/13/2015 2:09 PM
94	More time for teacher to teach	11/13/2015 2:09 PM
95	Quality instruction time.	11/13/2015 2:02 PM
96	Increased instruction time and increased lesson planning time.	11/13/2015 1:54 PM
97	save time and reduce teacher burn out.	11/13/2015 1:49 PM

98	I am afraid I am getting confused between ADE and federal required forms?? Reduction in paperwork would increase ability to complete paperwork in a reasonable time frame.	11/13/2015 1:33 PM
99	teachers would have more instructional time for students, teachers would not have so much after hours preparations, save paper and time	11/13/2015 1:08 PM
100	Less stress on teachers and more time for quality instruction	11/13/2015 1:04 PM
101	Teacher retention and a reduction of teacher stress.	11/13/2015 12:56 PM
102	Teacher would have more time for instruction and less time completing paperwork.	11/13/2015 12:53 PM
103	Teachers would have more time to plan to teach, and actually teach!	11/13/2015 12:46 PM
104	Higher outcomes for students	11/13/2015 12:39 PM
105	Less errors, smoother due process	11/13/2015 12:31 PM
106	Student outcomes	11/13/2015 12:30 PM
107	Teacher satisfaction and buy in	11/13/2015 12:19 PM
108	Teachers would have more time to plan & deliver instruction. Teacher recruitment would improve as well as teacher retention.	11/13/2015 12:17 PM
109	More time with students	11/13/2015 12:13 PM
110	It would help with teacher retention.	11/13/2015 12:06 PM
111	Increasing instructional time with students.	11/13/2015 11:57 AM
112	More time to address other student instructional needs.	11/13/2015 11:54 AM
113	Teachers would have more time to spend with students	11/13/2015 11:53 AM
114	Reducing the length or number of forms allows teachers to have more time for instruction.	11/13/2015 11:48 AM
115	Increased instructional service provisions for students resulting in increased student achievement. Overall increase in perception regarding value of staff time and efforts to meet the needs of students.	11/13/2015 11:44 AM
116	Time management, reduce documentation errors, increase the depth of parent understanding of the process and determinations made, provide a less intimidating environment for many students and families, less deterrent for new teachers, less pages for monitors to review, save on postage, save trees	11/13/2015 11:31 AM
117	Teacher recruitment/retention. Teacher satisfaction in job. Caseloads would be more manageable.	11/13/2015 11:31 AM
118	information they give	11/13/2015 11:20 AM
119	Clearer understanding of the content of the IEP, its application to guide student learning, and documenting progress for students.	11/13/2015 11:15 AM
120	Decrease redundancy of information	11/13/2015 11:12 AM
121	More teaching time. Increase teacher recruitment.	11/13/2015 11:11 AM
122	Teachers would have more time to spend planning and teaching the students. This would in turn increase learning.	11/13/2015 11:09 AM
123	Teacher retention Student/teacher contact time	11/13/2015 11:05 AM
124	Timelines more attainable which increases instructional time	11/13/2015 11:02 AM
125	More involvement from parents, they feel totally lost and lack understanding on some of the terminology now.	11/13/2015 11:00 AM
126	More teachers wanting to seek a special education degree and once they get a special ed. job they would want to stay.	11/13/2015 11:00 AM
127	Increased enrollment in the Special Education Teacher program. Less frustration on current teachers.	11/13/2015 10:59 AM
128	more parent-friendly less opportunity for mistakes	11/13/2015 10:54 AM
129	Better teacher Instruction and it would improve student learning.	11/13/2015 10:49 AM
130	More time teaching the students	11/13/2015 10:47 AM
131	More time teaching and/or planning instruction for students.	11/13/2015 10:40 AM
132	More time to teach students. Recruitment and retention of sped teachers	11/13/2015 10:37 AM

## Q24 What do you feel would be some possible negative outcomes of reducing the length and/or the number of ADE Required Forms?

Answered: 118 Skipped: 66

#	Responses	Date
1	More grey area for due process.	11/20/2015 11:47 AM
2	Must be sure that parents get information that they need by IDEA law.	11/20/2015 8:20 AM
3	Paperwork components were created to fulfill the requirements of the law. I worry about any changes which may impact - overall compliance, which would leave districts in a vulnerable state.	11/19/2015 10:36 PM
4	Need to be sure there is sufficient documentation to protect the student & the district.	11/19/2015 6:38 PM
5	Legally defensible forms. But are we driving away teachers to cover the risk of something that doesn't happen to most?	11/19/2015 3:55 PM
6	Compliance concerns	11/19/2015 3:44 PM
7	N/A	11/19/2015 2:56 PM
8	N/A	11/19/2015 2:45 PM
9	I would not want to have any danger of increased liability if complaints or due process hearing arise.	11/19/2015 2:13 PM
10	Change is hard Learning curve Eliminating too much could lessen a districts ability to have a legally defensible IEP/paperwork.	11/19/2015 11:19 AM
11	None.	11/18/2015 8:22 PM
12	One possible negative outcome would be that student's progress or needs reflected in Due Process is not adequately documented.	11/18/2015 7:26 PM
13	N/A	11/18/2015 4:17 PM
14	I honestly can't think of any.	11/18/2015 2:22 PM
15	Most of the requested information on the forms is necessary to comply with the regulations.	11/18/2015 2:20 PM
16	making sure the forms cover us in due process	11/18/2015 1:23 PM
17	None	11/18/2015 12:19 PM
18	n/a	11/18/2015 10:45 AM
19	I think staff would realize that they are being heard and that we are trying to meet their needs as well.	11/18/2015 10:30 AM
20	Depends on which forms are reduced? If a state set is done away with, it will be a cluster of confusion. I think it would be really bad for new LEAs,	11/18/2015 8:39 AM
21	None as long as they meet legal requirements	11/17/2015 6:04 PM
22	As long as you meet the federal guidelines, I don't see any negatives.	11/17/2015 5:59 PM
23	None	11/17/2015 5:57 PM
24	As long as it meets the federal guidelines, I don't see any negatives.	11/17/2015 5:48 PM
25	None	11/17/2015 5:48 PM
26	overlooking something important	11/17/2015 1:07 PM
27	It leaves districts open to less documentation available in a due process hearing. Hearings are a BIG threat in my districts and we need all of the documentation we can get to try to win.	11/17/2015 11:55 AM
28	Leaves districts open to due process filings	11/17/2015 11:47 AM
29	It always leaves a district open in due process hearings if there is not detailed information	11/17/2015 11:41 AM

30	Less documentation may have a negative outcome when district is involved in a due process hearing or other legal situations.	11/17/2015 11:06 AM
31	The only negatives could come from it would be if something is not being addressed that is required.	11/17/2015 10:03 AM
32	Not getting enough information.	11/16/2015 9:25 PM
33	I don't see any negative outcomes	11/16/2015 4:27 PM
34	none	11/16/2015 4:21 PM
35	Some information would still be needed as documentation.	11/16/2015 4:11 PM
36	none	11/16/2015 4:09 PM
37	none	11/16/2015 4:08 PM
38	Less time spent on paperwork would allow more time for instruction.	11/16/2015 4:08 PM
39	Student's Rights	11/16/2015 4:02 PM
40	none	11/16/2015 3:56 PM
41	teachers would be less informed	11/16/2015 3:56 PM
42	i do not know	11/16/2015 3:55 PM
43	Parents and Student Rights	11/16/2015 3:42 PM
44	need to be sure we meet the Federal Law requirements and avoid litigation	11/16/2015 3:18 PM
45	none	11/16/2015 2:15 PM
46	NONE	11/16/2015 2:01 PM
47	None	11/16/2015 1:15 PM
48	I don't see any negative outcomes to a paper reduction of forms.	11/16/2015 1:11 PM
49	None	11/16/2015 12:32 PM
50	Not being legally defensible.	11/16/2015 11:37 AM
51	legal action	11/16/2015 11:35 AM
52	If there is appropriate monitoring, training and collaboration between ADE, ADE SEU, LEA's and the educational team, I don't see there being a negative impact. It would not be perfect at first but would become increasingly better.	11/16/2015 11:13 AM
53	Non Compliance	11/16/2015 11:05 AM
54	There are no negative effects. The information would all still be provided to students and parents and would be understood more easily.	11/16/2015 11:01 AM
55	None, as long as all of the guidelines are being met.	11/16/2015 10:52 AM
56	It could lead to some issues with attorneys and whether or not we have the necessary information to cover areas within the IDEA.	11/16/2015 10:51 AM
57	Additional time to train staff on new forms/procedures.	11/16/2015 10:42 AM
58	none	11/16/2015 10:05 AM
59	The ADE would probably just add to other forms.	11/16/2015 10:00 AM
60	I cannot find a negative outcome if forms are reduced.	11/16/2015 9:12 AM
61	None	11/16/2015 8:47 AM
62	Some may become lax in meeting regs.	11/16/2015 8:44 AM
63	None	11/16/2015 8:44 AM
64	Not sure. In my experience, during a DPH the due process paperwork only gave the student's attorney something to pick over for 9 days - but not necessarily due to inappropriate application of IDEA.	11/16/2015 8:05 AM
65	none	11/16/2015 7:56 AM
66	None	11/16/2015 7:29 AM

67	none	11/16/2015 6:34 AM
68	I want to make sure we are legally covered.	11/15/2015 11:01 PM
69	none	11/15/2015 2:15 PM
70	No negative outcomes that I can see!	11/15/2015 1:03 PM
71	We might not have all of the forms that we need available.	11/14/2015 7:20 AM
72	More time on task!	11/13/2015 6:00 PM
73	Could be more due process litigation	11/13/2015 4:40 PM
74	Not giving enough information if eliminate wrong.	11/13/2015 4:39 PM
75	I fear decreasing necessary components will leave us vulnerable to lawsuits.	11/13/2015 3:41 PM
76	As long as the items are addressed within the body of other documents for a more comprehensive approach without eliminating the integrity.	11/13/2015 3:32 PM
77	No negatives	11/13/2015 3:31 PM
78	NONE- as long as we meet the federal requirements i don't foresee any negative outcomes	11/13/2015 3:22 PM
79	None	11/13/2015 2:51 PM
80	None	11/13/2015 2:50 PM
81	Parents are already concerned about our forms reducing their required signatures to indicate their involvement.	11/13/2015 2:12 PM
82	Opening up the district for lawsuits.	11/13/2015 2:09 PM
83	None	11/13/2015 2:09 PM
84	none	11/13/2015 2:02 PM
85	Ensuring all legal areas are covered.	11/13/2015 1:54 PM
86	If its not written down we don't have to do it.	11/13/2015 1:49 PM
87	If forms are not structured and standard, pertinent information will be left out.	11/13/2015 1:33 PM
88	none	11/13/2015 1:08 PM
89	Nothing at this time	11/13/2015 12:56 PM
90	Possible litigation issues arising.	11/13/2015 12:53 PM
91	You won't make everyone happy. Most likely, parents will not be happy.	11/13/2015 12:46 PM
92	None	11/13/2015 12:39 PM
93	None	11/13/2015 12:30 PM
94	Legality if not monitored	11/13/2015 12:19 PM
95	Litigation	11/13/2015 12:13 PM
96	None	11/13/2015 12:06 PM
97	Court litigation requires documentation. If it isn't written down, it didn't happen. After reading case law on the SEU website, the schools that prevailed were the ones with the ducks in a row with regard to paperwork.	11/13/2015 11:57 AM
98	Lack of communication of individual performance by student.	11/13/2015 11:54 AM
99	If paperwork is reduced, it would be important to make sure that there is still enough information about the student to program for the child	11/13/2015 11:53 AM
100	Some important information regarding the student could be left out.	11/13/2015 11:48 AM
101	None	11/13/2015 11:44 AM
102	Potential oversight of documenting critical info that support decisions, less accountability	11/13/2015 11:31 AM
103	NA	11/13/2015 11:31 AM
104	length and redundant information	11/13/2015 11:20 AM

105	None for IEP. Procedural Safeguards should protect the students/ parent rights for eligibility, programming, and progress monitoring.	11/13/2015 11:15 AM
106	persons unfamiliar with accurate documentation may miss potential issues	11/13/2015 11:12 AM
107	Can not think of any at moment. I feel a lot of paperwork or not a lot there is still room to be liable either way. With a lot of paperwork or forms there is room for things to be missed etc. too little things may get left off. I think more paperwork not necessarily going to keep you out of the court room.	11/13/2015 11:11 AM
108	At this time I do not feel that there would be any negative outcomes.	11/13/2015 11:09 AM
109	NOTHING!	11/13/2015 11:05 AM
110	More requests to reduce will follow and then NOT ENOUGH information provided for instructional or legal situations	11/13/2015 11:02 AM
111	none	11/13/2015 11:00 AM
112	none	11/13/2015 11:00 AM
113	none	11/13/2015 10:59 AM
114	legal loopholes	11/13/2015 10:54 AM
115	None	11/13/2015 10:49 AM
116	Some legal aspect might be overlooked	11/13/2015 10:47 AM
117	None	11/13/2015 10:40 AM
118	None	11/13/2015 10:37 AM

**Q25 In your opinion, what are some other alternatives (aside from reducing the current paperwork requirements) that could positively impact the amount of time special education teachers are spending on special education paperwork?**

Answered: 104 Skipped: 80

#	Responses	Date
1	I believe it must be changed to keep good teachers.	11/20/2015 8:20 AM
2	unsure	11/19/2015 10:36 PM
3	Extra prep time, increased training at the local level for clarity, substitute teachers during preschool transition and annual review periods so students don't miss out on lessons, reduce repetitions in paperwork,	11/19/2015 3:55 PM
4	Required assistance personnel to assist with paperwork and testing	11/19/2015 3:44 PM
5	Teacher recruitment	11/19/2015 2:45 PM
6	Reduce caseload maximums which would eliminate the amount of paperwork. Mandate additional time in the school day for paperwork completion. Compensate special education staff for this additional responsibility.	11/19/2015 11:19 AM
7	??????????????? Extra time during the school day to complete the paperwork would allow the teacher to spend class time teaching and not require them to spend off contract hours doing paperwork.	11/18/2015 8:22 PM
8	One alternative would be to have Special Education teachers compensated differently than regular education teachers. Special Education teachers have an expertise in state and federal regulations, instructional strategies, and interpersonal dynamics that sets them apart from others in Education.	11/18/2015 7:26 PM
9	I wish we knew!!	11/18/2015 4:17 PM
10	Talking to districts and making it a common practice to give special ed teachers stipends for having to do all the extra paperwork on their own time, especially around annual review season.	11/18/2015 2:22 PM
11	It is the time involved in gathering ALL the information required for the current forms and then completing the forms that teachers have issue with.	11/18/2015 10:45 AM
12	Money always speaks. THEY have to make more due to their duties and requirements.	11/18/2015 10:30 AM
13	Districts utilizing designees However, funding is insufficient om my situation due to the high cost of co-teaching	11/18/2015 8:39 AM
14	None	11/17/2015 6:04 PM
15	No other options, reducing the paperwork is the biggest issues.	11/17/2015 5:59 PM
16	No other alternatives. Paperwork is most time consuming	11/17/2015 5:57 PM
17	Paperwork is the biggest issue that needs to be addressed.	11/17/2015 5:48 PM
18	There are no other alternatives. Paperwork is the most time consuming.	11/17/2015 5:48 PM
19	Mandate each sped teacher and therapist get a prep period, paid, to work on the paperwork in each district. Give teachers and therapists pd hours for the time they work on this outside of regular work hours. Allow "comp" time for due process. Provide a stipend for "extra work time" outside of the regular day.	11/17/2015 11:55 AM
20	Allow time for due process built into the school day or calendar - extra prep time or give them pd hours for completing some of it.	11/17/2015 11:47 AM
21	Mandating each sped teacher in the state have an additional prep period each day to work on due process paperwork and assessments.	11/17/2015 11:41 AM
22	Due process clerks have work well in my districts.	11/17/2015 11:06 AM
23	Less on their caseloads	11/16/2015 9:25 PM

24	Service Delivery needs to be reframed. School have greater opportunity to use technology for instruction. If a lab based program can be used to address IEP goals with the support of a sped teacher then the class numbers should be raised. Class size also should be based on the severity of the learners. Students who are behind 3-4 years need much more 1-1 instruction. Special Education teachers need a conference/data period and a planning period. 40 minutes a week is not enough. School need to have greater access to/or indistrict support of behavioral specialist. Special Educators should be on an extended contract minimum of 2 weeks before regular teachers. Spec is required to start services on the first day of school. This is impossible. They do not even know who their students are, what rooms they are in, and there is no time to prepare for accommodations/behavioral support plans to be distributed.	11/16/2015 8:02 PM
25	phone calls documented	11/16/2015 4:21 PM
26	Some of the paperwork could be blended together	11/16/2015 4:12 PM
27	more training needed for the paperwork	11/16/2015 4:11 PM
28	more possible candidates to hire	11/16/2015 4:09 PM
29	A class period for each teacher to do paperwork, that way they have time to get it done. Planning period does not work as have meet with PLCs.	11/16/2015 4:08 PM
30	Have a designated class period for doing the paperwork.	11/16/2015 4:08 PM
31	Funding- give each district extra funds to employee due process clerks.	11/16/2015 4:02 PM
32	I dont know	11/16/2015 3:55 PM
33	I don't have an answer	11/16/2015 3:42 PM
34	easier ways for secondary teachers to get mods pages initialed by so many different teachers, clearer guidelines on what must be used for data such as are Curriculum based assessments required for every annual revies	11/16/2015 3:18 PM
35	Technology	11/16/2015 2:15 PM
36	None. The amount of paperwork is the only alternative.	11/16/2015 2:01 PM
37	Teaching due process in college courses	11/16/2015 1:15 PM
38	Special Education Teachers salaries are the same as other teachers however, Special Education teachers spend more after school time completing paperwork than most general ed teaches. It would be great if Special Ed teacher were able to get credit for all the extra hours in some way or form by increased pay or anything to recognize those teachers putting out so much extra work.	11/16/2015 1:11 PM
39	Reduced child/staff ratio higher pay scale	11/16/2015 12:32 PM
40	Require all special education teachers to have two planning periods.	11/16/2015 11:37 AM
41	have interactive forms that could be completed during the conference where parents can sign and all forms be computer based instead of so many paper copies	11/16/2015 11:35 AM
42	None	11/16/2015 11:13 AM
43	I am not sure.	11/16/2015 11:05 AM
44	Increase the contract days of special education teachers.	11/16/2015 11:01 AM
45	Require due process clerks	11/16/2015 10:52 AM
46	some districts pay teachers two weeks before and two weeks after for time to work on preparing to give general ed. modifications and IEP plans.	11/16/2015 10:51 AM
47	Change case load limits in the regulations. Require additional prep time for sped teachers.	11/16/2015 10:42 AM
48	Due Process Staff	11/16/2015 10:05 AM
49	More planning time.	11/16/2015 10:00 AM
50	Pay them a stipend to allow them to work 2 weeks after school is out to complete the paperwork.	11/16/2015 9:12 AM
51	There is not an alternative.	11/16/2015 8:47 AM
52	More technical assistance from behavioral specialists - hands on. True assistance - behavior is the number one issue in my districts. We need meaningful guidance.	11/16/2015 8:05 AM
53	increase the planning times for for special education teachers or provide a stipend.	11/16/2015 7:56 AM
54	There are none	11/16/2015 6:34 AM

55	I know some districts have designees that can help with that. If the state required sped teachers to not have any duties or required a designee for X number of students.	11/15/2015 11:01 PM
56	ten month contracts .	11/15/2015 2:15 PM
57	Required State forms should be provided to the districts electronically. Districts should not be required to use their funding to provide electronic due process forms.	11/15/2015 1:03 PM
58	Not sure. Maybe paying extra pay or overtime for having to stay late to do paperwork since we are not allowed to work on it while students are present. I have students in my classroom almost all day long. Then I help them after school for an hour and a half. That is when I can finally start paperwork. This puts me getting home really late. Then I have to prepare dinner and help my children with their homework. It makes for a very long day.	11/14/2015 7:20 AM
59	Hire paperwork secretaries!	11/13/2015 6:00 PM
60	maybe the ability to computerized the conferences?	11/13/2015 4:40 PM
61	Allowing teachers to have time for ARC preparation and conferences without trying to make up sessions and classes.	11/13/2015 4:39 PM
62	Pay teachers to extend their day to complete paperwork without students present.	11/13/2015 3:41 PM
63	See what other states are doing who have less paperwork than we do.	11/13/2015 3:31 PM
64	STIPENDS (state and federally funded stipends for additional pay and incentives)	11/13/2015 3:22 PM
65	Having designees for all buildings that responsible for due process paperwork.	11/13/2015 2:51 PM
66	Give special ed. teachers a stipend as an incentive to work at home or reduce teaching periods to be used for paperwork	11/13/2015 2:50 PM
67	Allow IEPs to run for multiple years without an annual review.	11/13/2015 2:12 PM
68	Required designees. Two planning periods for special education teachers. One for planning, one for paperwork/testing	11/13/2015 2:09 PM
69	Allow special education teacher more time during their planning period.	11/13/2015 2:09 PM
70	Lowering case loads	11/13/2015 2:02 PM
71	Districts being required to have a paperwork designee.	11/13/2015 1:54 PM
72	I have a clerk that schedules all conferences except annual review this helps teachers and the school with teachers time in class, subs and organization.	11/13/2015 1:49 PM
73	Allot pay to small districts to allow sped departments to hire a due process clerk, reduction of duty requirements (car duty, recess duty, or lunch duty)would allow time for paperwork.	11/13/2015 1:33 PM
74	understanding what to write on them	11/13/2015 1:08 PM
75	Our teachers need additional training to address behavioral needs of students and how to help general education teachers with the behavioral needs of students and how to modifications.	11/13/2015 12:56 PM
76	If there were more special education teachers, and more funding we could have less of a case load and more individualized direction instruction provided to the students.	11/13/2015 12:53 PM
77	I think there has been so much change across the board in education... They are on overload. We need to keep it simple as possible.	11/13/2015 12:46 PM
78	Pay them more	11/13/2015 12:39 PM
79	Utilizing more district due process coordinators	11/13/2015 12:31 PM
80	NA	11/13/2015 12:19 PM
81	More money.	11/13/2015 12:06 PM
82	If money grew on trees and we could all afford to pay a person (or people) to do all of the paperwork and let our teachers teach.	11/13/2015 11:57 AM
83	Have no suggestions	11/13/2015 11:54 AM
84	There are so many requirements for each disability category. Especially when it comes to medical and hearing and vision screenings.	11/13/2015 11:53 AM
85	Special educators could be compensated by increasing their salary for the additional paperwork requirements.	11/13/2015 11:48 AM
86	Stipends for special education teachers, go green, designees to assist with paperwork	11/13/2015 11:31 AM

87	Hire clerical to do some of the paperwork. But concerned about lack of qualifications of non-teacher doing paperwork.	11/13/2015 11:31 AM
88	Combine some pages	11/13/2015 11:21 AM
89	IDK	11/13/2015 11:20 AM
90	paperwork required should reflect the intensity of services, programming,. Indirect students less paperwork than self-contained.	11/13/2015 11:15 AM
91	ensuring special education offices have due process positions that can do a great deal of the paperwork that are required for due process - making this a paid position that is required if districts have a certain number of students - say over 125 - ???	11/13/2015 11:12 AM
92	I wished it was mandated that Special Education Teachers get paid off different pay scale or mandated more days like vocational teachers. I know we can do this anyway but it has to be mandated before it going to happen. I think if mine were paying just a little more it helps with the fact of them spending time after school plus I can be like you get paid extra for doing paperwork after hours. We have given an extra prep period which has helped, but only if numbers allowed. I really wish state make it mandatory to pay sped teachers more. You have only asked about special ed paperwork but they have lesson plans, RTI, dyslexia and other paperwork as well. My primary teachers have to attend grade level meetings or holding sped meeting during the week during prep. So prep not just them being able to sit and do paperwork.	11/13/2015 11:11 AM
93	Combine some forms into one condensed form.	11/13/2015 11:09 AM
94	Stipends	11/13/2015 11:05 AM
95	Training REQUIRED for administrators (TOP TO BOTTOM) to gain an understanding of our roles	11/13/2015 11:02 AM
96	address only necessary items, limit duplication throughout.	11/13/2015 11:00 AM
97	Reducing the number of conferences that are required. Allow students to be suspended/expelled more than 10 days. This creates lots of manifestation paperwork.	11/13/2015 11:00 AM
98	Stipend for the amount of time spent on special education paperwork beyond school hours.	11/13/2015 10:59 AM
99	more training for new teachers on how to complete the paperwork	11/13/2015 10:54 AM
100	i already offer teachers a due process period in addition to their planning period. It helps some. A stipend for paperwork has been discussed to keep teachers in sped.	11/13/2015 10:49 AM
101	Provide funding for a due process secretary. ( I know this is not possible)	11/13/2015 10:47 AM
102	require the district to employ a due process clerk who is solely responsible for paperwork.	11/13/2015 10:40 AM
103	better RTI processes that reduce the number of sped referrals	11/13/2015 10:40 AM
104	Stipend or increase pay scale	11/13/2015 10:37 AM

**Q26 If you feel that changes need to be made to the current ADE required paperwork and/or LEAs should have the flexibility to create their own local forms, which stakeholder groups do you think would need to convene around this issue?**

Answered: 104 Skipped: 80

#	Responses	Date
1	Everyone involved who completes the paperwork.	11/20/2015 11:47 AM
2	LEA, SEA, ADE, TOSA's or designees, teachers, parents	11/20/2015 8:20 AM
3	SEA, LEA, teacher panel, SLP panel	11/19/2015 10:36 PM
4	SEAs, LEAs, Special Education Teachers, SLPs	11/19/2015 3:55 PM
5	LEAs, teachers, State personnel	11/19/2015 3:44 PM
6	Teachers and LEAs	11/19/2015 2:56 PM
7	Teachers and LEAs	11/19/2015 2:45 PM
8	FORMS SHOULD BE CONSISTENT ACROSS THE STATE!	11/19/2015 11:19 AM
9	All stakeholder groups need to be represented.	11/18/2015 7:26 PM
10	I disagree with this idea completely. ADE should not abrogate their responsibility to set the standards for all.	11/18/2015 4:17 PM
11	No comment- not in favor of districts/LEAs creating their own forms.	11/18/2015 2:22 PM
12	Do not think we need local forms. With students constantly moving from one district to another, would be mess.	11/18/2015 2:20 PM
13	Pre-school, school-age, Part C	11/18/2015 1:30 PM
14	prefer state forms -	11/18/2015 10:45 AM
15	Part C and LEAs	11/18/2015 10:30 AM
16	LEA representative from each Coop region and recent ADE supervisors who have been in the trenches within the last 2 years.	11/18/2015 8:39 AM
17	Legal and Educational	11/17/2015 6:04 PM
18	SpEd Supervisors, SpEd Teachers, Attorneys	11/17/2015 5:59 PM
19	Legal and Educational	11/17/2015 5:57 PM
20	SpEd Supervisors, SpEd Teachers and Attorneys	11/17/2015 5:48 PM
21	Legal and Educational	11/17/2015 5:48 PM
22	sped teachers, LEA Supervisors, ade staff, speech therapists, parents, advocates, and possibly members of the new task force on sped	11/17/2015 11:55 AM
23	Parents, sped teachers, administrators, advocates, attorneys	11/17/2015 11:47 AM
24	Parents, advocates, sped supervisors, sped teachers, attorneys, ADE sped staff	11/17/2015 11:41 AM
25	I am in favor of ADE required forms.	11/17/2015 11:06 AM
26	A knowledge group of SEA, LEA supervisors and sped attorneys. The change process needs to be researched and reviewed by several layers before approval.	11/16/2015 8:02 PM
27	I do not want LEA's to have flexibility to create their own forms, that would be a legal nightmare.	11/16/2015 4:27 PM
28	ADE	11/16/2015 4:21 PM
29	don't agree with creating our own	11/16/2015 4:11 PM

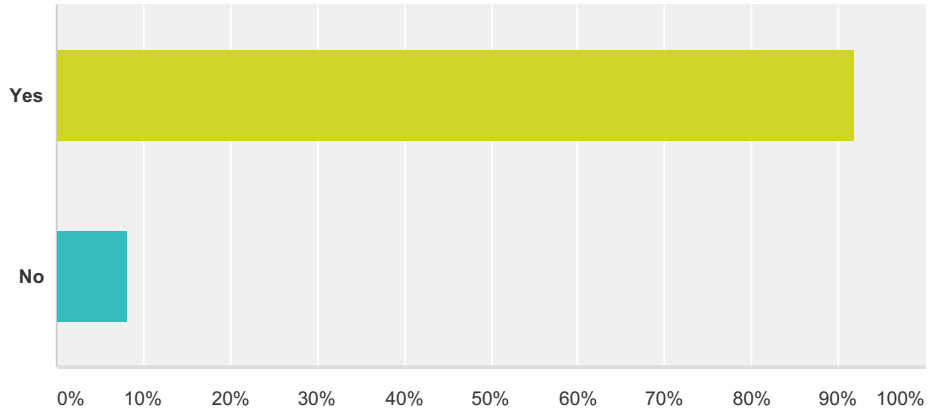
30	The leadership team of the school.	11/16/2015 4:08 PM
31	The leadership team on the school.	11/16/2015 4:08 PM
32	Districts should not be able to create their own forms. There should be Federal Due Process. Things should not change from state to state for student nor parent.	11/16/2015 4:02 PM
33	all	11/16/2015 3:55 PM
34	I do NOT think local agencies should be allowed to create their own forms	11/16/2015 3:42 PM
35	parents, students, sped teachers, SLPs, LEAs	11/16/2015 3:18 PM
36	Teachers who are working in the trenches everyday trying to win the war against paperwork and fear of lawsuits because of the paperwork!	11/16/2015 2:15 PM
37	Creating forms only causes problems.	11/16/2015 2:01 PM
38	I don't think this is a good idea at all.	11/16/2015 1:15 PM
39	Not for sure.	11/16/2015 1:11 PM
40	Ade parents teachers and admin	11/16/2015 12:32 PM
41	I don't think this is a good idea for any district. It is better to have consistent paperwork.	11/16/2015 11:37 AM
42	Local agencies creating their own forms, would result in mass confusion when students move in or out-of-state....there needs to be some consistency within the state	11/16/2015 11:35 AM
43	ADE ADE-SEU LEA's Support Staff Special Education Lawyers	11/16/2015 11:13 AM
44	LEA's, Sped Teachers	11/16/2015 11:05 AM
45	I think students, parents, and teachers should have the most input. But I do not think districts should create their own forms.	11/16/2015 11:01 AM
46	Teachers, LEAs, legal staff,	11/16/2015 10:52 AM
47	Local area representatives from schools, parents, state department personnel, school principals and superintendents	11/16/2015 10:51 AM
48	LEAs, state reps, parents, students, general ed	11/16/2015 10:42 AM
49	I think this would be a huge mess.	11/16/2015 10:00 AM
50	Special Ed. teachers, LEA Supervisors (well represented across the state), and SEA Monitors	11/16/2015 9:12 AM
51	ADE should make the changes with input from teachers and LEAs.	11/16/2015 8:47 AM
52	Sped teachers, supervisors, parents, and ADE.	11/16/2015 8:44 AM
53	LEA'S	11/16/2015 8:44 AM
54	NA	11/16/2015 8:05 AM
55	teachers, supervisors	11/16/2015 7:56 AM
56	No all forms should be ADE required depending on the meeting that you are having.	11/16/2015 7:29 AM
57	I prefer state forms	11/16/2015 6:34 AM
58	teachers, parents	11/15/2015 2:15 PM
59	Teachers, therapists, LEA Supervisors,, designees, and parents	11/15/2015 1:03 PM
60	Not sure.	11/14/2015 7:20 AM
61	It is all to much! Ask parents what they want!	11/13/2015 6:00 PM
62	LEAs, designees, state department, parents	11/13/2015 5:18 PM
63	Local LEA's . Monitoring and compliance. Legal.	11/13/2015 4:40 PM
64	Teachers, parents, counselors, LEA Supervisors, Building Administrators with state representatives	11/13/2015 4:39 PM
65	Special ed teachers, SLPs, special ed supervisors, special ed law attorneys	11/13/2015 3:41 PM
66	I don't agree that LEAs should create their own forms. This will affect transfer conferences and require more time to comprehend each district's documents.	11/13/2015 3:32 PM

67	I think that would be too easy to miss details that are required.	11/13/2015 3:31 PM
68	n/a I do not feel that this is a good idea bc the fed requirements can be interpreted so many ways by so many different and that would lend to more out of compliance areas as a state and that trickles right back down to us in the districts.	11/13/2015 3:22 PM
69	I am not in favor of creating local forms. This would decrease state/U.S. wide continuity.	11/13/2015 2:51 PM
70	AASEA, and a task force made up of sped teams from varying sized districts.	11/13/2015 2:50 PM
71	I think we should use the same forms across the state.	11/13/2015 2:12 PM
72	Special education teachers, parents, (who don't understand most of the mountain of jargon we have them sign already), principals, superintendents (I don't think they understand the amount of time required of their sped teachers), monitors,	11/13/2015 2:09 PM
73	ADE personnel and LEA supervisors	11/13/2015 2:09 PM
74	NO local forms. Consistent forms are needed across the state.	11/13/2015 2:02 PM
75	sp ed teachers regular teachers administration	11/13/2015 1:49 PM
76	The local LEA's current SAE, superintendents and principals, and counselor's would need to be stakeholders and regular education teachers.	11/13/2015 1:33 PM
77	I am against this idea due to the fact that forms should be uniform across the state.	11/13/2015 12:56 PM
78	Special ed teachers, principals, supervisors, parents.	11/13/2015 12:53 PM
79	LEAs	11/13/2015 12:46 PM
80	ADE and special education attorneys	11/13/2015 12:39 PM
81	Do not like the idea of using local forms	11/13/2015 12:31 PM
82	LEAs	11/13/2015 12:30 PM
83	Parents, gen ed sped	11/13/2015 12:19 PM
84	LEA supervisor's	11/13/2015 12:06 PM
85	Teachers. They're the ones in the trenches doing the paperwork. LEAs. SEAs Due Process clerks	11/13/2015 11:57 AM
86	Special Education Supervisors, teachers, and general education teachers.	11/13/2015 11:54 AM
87	I think that all paperwork in the state needs to be the same	11/13/2015 11:53 AM
88	Special education teachers, principals, speech/language pathologists, other service providers, parents, students, counselors, and LEA Supervisors should be included.	11/13/2015 11:48 AM
89	A variety of local forms from one LEA to the next sounds concerning to me.	11/13/2015 11:31 AM
90	NO. . . we need to be consist thru out the state.	11/13/2015 11:20 AM
91	no- students transfer school districts too often.	11/13/2015 11:15 AM
92	Educators and parents	11/13/2015 11:12 AM
93	I do not think allowing each district to develop their own forms is a good idea.	11/13/2015 11:11 AM
94	Sp Ed unit LEA Supervisors	11/13/2015 11:05 AM
95	AASEA and ADE...people who are directly in the trenches	11/13/2015 11:02 AM
96	Current teachers, LEAs, SEAs, and parents	11/13/2015 11:00 AM
97	I think everyone in Arkansas should do the same forms.	11/13/2015 11:00 AM
98	ADE, Special Education Teachers, LEA's	11/13/2015 10:59 AM
99	teachers, supervisors, attorney, state supervisors	11/13/2015 10:54 AM
100	Please do not allow this. It would be a nightmare. We need standard forms!	11/13/2015 10:49 AM
101	Those working in the classrooms and actually doing the paperwork	11/13/2015 10:47 AM
102	Teachers, LEA's, ADE representative, parents, administrators	11/13/2015 10:40 AM
103	Special ed teachers, LEA supervisors, State SPED department	11/13/2015 10:40 AM

104	Parents, sped teachers, admin and gen ed teachers...rep from ADE	11/13/2015 10:37 AM
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### Q27 Have you viewed the training documents for the “Draft” Evaluation Programming Conference and Review Existing Data forms?

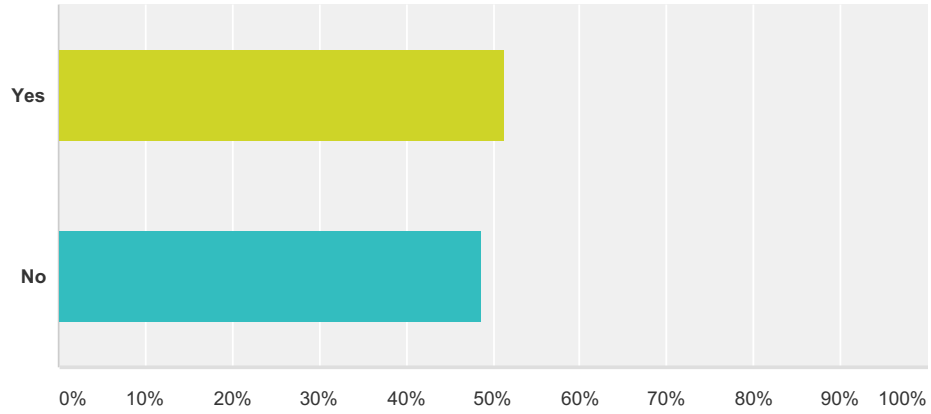
Answered: 146 Skipped: 38



Answer Choices	Responses
Yes	91.78% 134
No	8.22% 12
<b>Total</b>	<b>146</b>

### Q28 Have you implemented the 2015 “Draft” Evaluation Programming Conference and Review Existing Data forms?

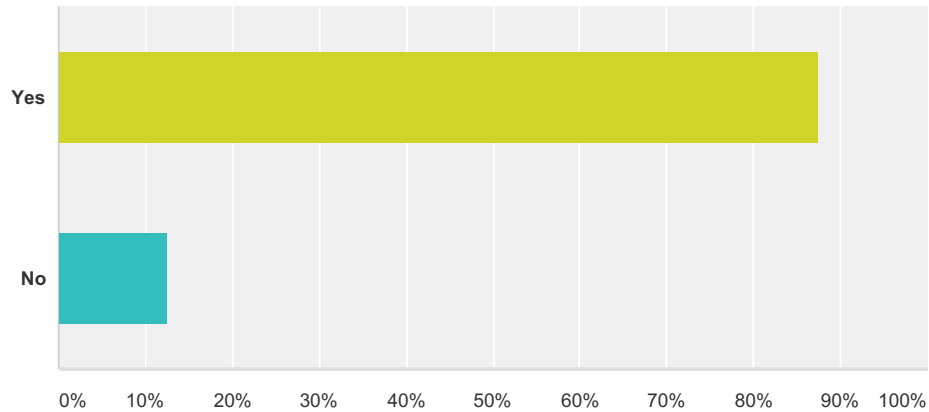
Answered: 146 Skipped: 38



Answer Choices	Responses	
Yes	51.37%	75
No	48.63%	71
<b>Total</b>		<b>146</b>

### Q29 After using the 2015 draft Evaluation Programming Conference Decision (EPC) form and 2015 Review Evaluation Data (RED) form, would you be in favor of continuing to use these forms?

Answered: 72 Skipped: 112



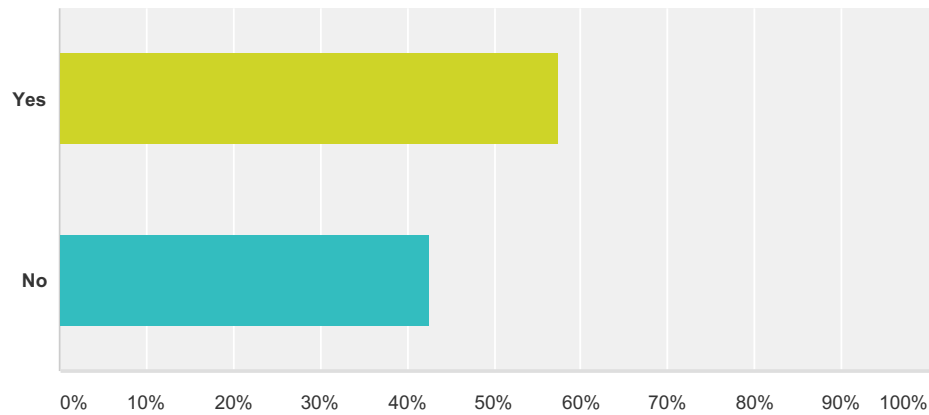
Answer Choices	Responses
Yes	87.50% 63
No	12.50% 9
<b>Total</b>	<b>72</b>

#	Comments:	Date
1	Less redundant than the old.	11/20/2015 11:53 AM
2	But they need to be shortened.	11/20/2015 8:20 AM
3	Yes, as opposed to going back to the older versions. However, if all the existing data is available in the student file in written form, then what is the purpose of rewriting it during the evaluation (old forms) or reevaluation (new forms). I do understand the process of reevaluation and feel that teachers don't always think it through. Therefore, I would like to state again, that I prefer the new forms over the old forms.	11/19/2015 4:00 PM
4	Really liking these new forms. Our teachers are having a hard time letting go of the old. They are so afraid they will be missing something.	11/19/2015 3:45 PM
5	Disability Specific Forms are difficult to use. Process seems cumbersome. Interpretation of the use is not consistent.	11/19/2015 11:20 AM
6	Yes for the EPC and no for the RED.	11/19/2015 11:18 AM
7	WITH REVISION	11/18/2015 8:39 AM
8	One of the positive things about these forms is that it may not necessarily mean less pages, but there are more items that are in checklist form as opposed to narrative form which takes so much more time.	11/17/2015 11:09 AM
9	The existing data review form is very time consuming, it takes two hours to fill out the form for a student with a lengthy profile. I do like the EPC form since it is simple to fill out and does not take long.	11/17/2015 10:05 AM
10	We still need training and they need tweeking for clairification.	11/16/2015 8:08 PM
11	We have not used them enough to be comfortable with them but some seem to create more work	11/16/2015 3:19 PM
12	The are more simplistic and more relevant to the particular handicapping condition. Especially where the SLD form is used.	11/16/2015 10:55 AM

13	I really like the new forms.	11/16/2015 10:43 AM
14	They are a little confusing.	11/16/2015 8:50 AM
15	It would be nice if you could indicate on the RED form if the information was in the evaluation reports and just update any relevant information instead of paraphrasing the evaluation report.	11/15/2015 11:03 PM
16	I'm not sure which one I would rather use at this point. I have not had long enough.	11/14/2015 7:21 AM
17	OR Go back to old EPC...and get rid of the Group Report for SLD	11/13/2015 3:45 PM
18	I like the new EPC, but the EDR appears too predetermined. However, it does force teams to do a more thorough review.	11/13/2015 3:34 PM
19	Much easier but there are things I just write on the form, such as areas for programming.	11/13/2015 3:32 PM
20	Only if required.	11/13/2015 2:52 PM
21	there are good aspects and then some confusing aspects.	11/13/2015 2:14 PM
22	EPC form is useful and more compact.	11/13/2015 2:08 PM
23	We like the pilot forms better.	11/13/2015 12:59 PM
24	It so far, has been too confusing for teachers. Spending a lot of time doing clarifications.	11/13/2015 12:47 PM
25	Not sure. I like certain things about it and dislike things.	11/13/2015 12:06 PM
26	Yes, but it's a lot of paper!	11/13/2015 11:33 AM
27	Some are redundant	11/13/2015 11:21 AM
28	Existing Review lengthy.	11/13/2015 11:12 AM
29	They are wonderful. I was a pilot school and we love them. Great reduction of paperwork!	11/13/2015 10:50 AM
30	But...the number of forms required for the total evaluation process increased and the new forms are still confusing some of my teachers even after 2 days of PD and practicing with them.	11/13/2015 10:44 AM
31	Yes and no, some of the new forms are terribly time consuming and confusing.	11/13/2015 10:40 AM

### Q30 In your opinion, should the draft forms be optional or required (having the option to choose between using the DRAFT EPC and RED forms or the current ADE Required Existing Data Review (EDR) and EPC forms)?

Answered: 61 Skipped: 123



Answer Choices	Responses
Yes	57.38% 35
No	42.62% 26
<b>Total</b>	<b>61</b>

#	Comments:	Date
1	It needs to be the same across the state.	11/20/2015 11:53 AM
2	Required but shortened	11/20/2015 8:20 AM
3	New draft forms required, not optional.	11/19/2015 4:00 PM
4	Have no problem with these forms.	11/19/2015 3:45 PM
5	This does not read like a yes/no question. Our district began using them this fall as optional forms because we did not want to change mid-year when they were to become mandatory in January. Unless you are part of a pilot, forms should be mandatory!	11/19/2015 11:20 AM
6	SHOULD BE REQUIRED	11/18/2015 4:18 PM
7	Should not be optional. There needs to be consistency with the documents.	11/18/2015 2:20 PM
8	Should be required-needs to be uniform across the state.	11/18/2015 10:46 AM
9	The entire state needs to do the same thing	11/18/2015 8:39 AM
10	required	11/17/2015 11:09 AM
11	I think everyone should use the same forms. We have too many students who are constantly moving around.	11/17/2015 10:05 AM
12	required	11/17/2015 8:25 AM
13	We need to be consistant across the state. I beleive there is a way to collaspe the new DATA review format into the old form. I like the new EPC format but I am concerned about the lack of signatures.	11/16/2015 8:08 PM
14	As students transfer in and out of districts, it helps if we are using the same forms	11/16/2015 3:19 PM

15	Required only if the information has been reduced to a form more conducive of work time.	11/16/2015 11:14 AM
16	I do not think they should be optional. It again leaves district in a situation where they could be in a litigious position; especially if it is different between districts.	11/16/2015 10:55 AM
17	Required.	11/16/2015 10:43 AM
18	Required	11/16/2015 10:06 AM
19	The new forms are better than the previous forms!	11/16/2015 9:13 AM
20	No option. Every school district should use the same forms.	11/16/2015 8:47 AM
21	I recommend required. We need to all be doing the same thing across the state.	11/16/2015 8:45 AM
22	Again, whatever decision is made should be required statewide.	11/16/2015 8:06 AM
23	I like having the option for transfer students or a conference to ask for OT, PT, or speech evaluations.	11/15/2015 11:03 PM
24	They should be optional.	11/14/2015 7:21 AM
25	Need consistency for transfer students.	11/13/2015 4:39 PM
26	No. We all need to be consistent in the state.	11/13/2015 3:45 PM
27	optional	11/13/2015 3:32 PM
28	We would absolutely go back to using the EDR/EPC forms	11/13/2015 2:52 PM
29	I think that the state should use consistent forms.	11/13/2015 2:14 PM
30	If the child is coming form another entity, the EDR form could be useful to review the information, but if the information is from your own entity it is redundant. We do not review any more information than we did when there was just checkmarks, than now when we have to rewrite the information. This packet of EDR is not user friendly and is very hard to decide which pages to use and when to use them.	11/13/2015 2:08 PM
31	I think the draft forms should be implemented.	11/13/2015 12:59 PM
32	I believe the draft forms should be required. They do a must better job in describing the disability in a way that the parents, and teachers can understand.	11/13/2015 12:55 PM
33	Schools need to use what is best for them.	11/13/2015 12:47 PM
34	Require the same forms whichever one is selected. We need consistency.	11/13/2015 11:56 AM
35	The new (draft) EPC and EDR forms should be required	11/13/2015 11:55 AM
36	Not as optional forms	11/13/2015 11:46 AM
37	No. Making and upholding a decision will increase consistency.	11/13/2015 11:33 AM
38	Required statewide	11/13/2015 11:15 AM
39	Making them optional means we do not have a uniform system in place. The new forms are easier and provide more data driven decision making.	11/13/2015 11:13 AM
40	I rather use the new forms.	11/13/2015 11:12 AM
41	They should be required.	11/13/2015 11:09 AM
42	A decision need to be made we do or don't.	11/13/2015 11:04 AM
43	They need to be required.	11/13/2015 10:50 AM
44	Once they learn the forms, they are easier.	11/13/2015 10:48 AM
45	The state needs to pick a set of forms, train on the forms, and require them. If the decision is to stay with the new Eval forms, some paperwork reduction would be nice.	11/13/2015 10:44 AM