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## MEMORANDUM

TO: Early Childhood Special Educators and Special Education Directors  
FROM: Katie McCarthy M.Ed., Early Childhood Special Education Coordinator/  
IDEA Part B 619 Coordinator  
SUBJECT: Reporting Early Childhood Outcomes (ECO) Entry Ratings  
DATE: September 4, 2018

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Below you will find guidance regarding completing ECO Entry ratings within your Individualized Education Program (IEP) software system i.e., Goalview, DocuSped, Adori, or Infinite Campus.

### **The Early Childhood Outcomes Summary (ECOS) Process**

The ECOS process was developed so programs can synthesize assessment information about a child from multiple sources and across different assessment measures to produce data that can be summarized throughout programs in Vermont, and across states for a national picture. At the local level, this data is collected by School District/ Supervisory Unions, including Early Childhood Special Education (ECSE) staff and administrators making data-based decisions to inform and implement best practices for program improvement. At the State level, ECSE utilizes the ECOS process to collect, analyze, and report ECO data to the Office of Special Education Programs (OSEP). As of 2013, Vermont's ECO entry, exit, and progress data is embedded in the Individualized Education Program (IEP) process. ECO are reported through Child Count to the Agency of Education twice per year.

### **ECO Entry Ratings**

- a. Ratings are required to be completed for each child entering ECSE services (entry).
- b. Ratings at annual IEP meetings are highly encouraged and at the SU/SD discretion to track the trajectory and progress of the child.
- c. At entry, IEP teams will answer a key question about the status of a child's functioning: *To what extent is the child demonstrating age-expected functioning in each of the three ECO areas?* To answer, IEP teams must come to a consensus for each rating using functional assessment information to compare the child's functioning to age expectations.
- d. Note: Ratings are required to be completed for each child exiting their ECSE program. This includes Kindergarten transition or a child moving out of district. (See *Reporting Early Childhood Outcomes (ECO) Exit and Progress Ratings Memo*)

### **Clarification of Entry Rating Deadline:**

- a. ECO entry ratings must be determined no later than 30 calendar days after the date of the initial IEP meeting.
- b. The date of the initial IEP meeting is the date that triggers the 30-day ECO entry rating deadline.

### **In addition:**

- a. SU/SD's report ECO entry/exit/progress ratings to the Agency of Education through child count annual collections. Therefore, it is your responsibility to enter ECO entry/exit/progress ratings into your respective IEP software system. This should ensure reliable and valid ECO data collection and reporting.

Additional information on the ECOS process and ECO can be located in the manual, [Vermont's Early Childhood Outcomes Practices and Procedures](#) on the Agency of Education Website. Questions can be directed to Katie McCarthy, ECSE/IDEA Part B 619 Coordinator at [katie.mccarthy@vermont.gov](mailto:katie.mccarthy@vermont.gov).