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MEMORANDUM

TO: Early Childhood Special Educators and Special Education Directors
FROM: Katie McCarthy M.Ed., Early Childhood Special Education Coordinator II/IDEA Part B
619 Coordinator
SUBJECT: Reporting Early Childhood Outcomes (ECO) Exit and Progress Ratings
DATE: May 30, 2018

As the 2017-2018 school year ends, here are a few reminders regarding completing ECO exit and progress ratings within your Individualized Education Program (IEP) software system i.e., Goalview, DocuSped, Adori, or Infinite Campus. Please note that for children receiving services in the sending Supervisory Union/ School District (SU/SD) for less than six months, no exit rating or reporting is required.

ECO exit ratings across the 3 outcome areas (Outcome A: Positive Social and Emotional Skills and Relationships, Outcome B: Acquisition and Use of Knowledge and Skills, and Outcome C: Taking Appropriate Actions to Meet Needs) are determined if:

- a child transfers to a different SD or SU. The IEP team must determine and report an ECO exit rating for each outcome area prior to the child's transfer and must document in the child's IEP file. Please use the ECO form to include ECO entry, exit and progress ratings in the child's IEP file in preparation for *intrastate* transfer of file to new local school district.
- a child moves out of state. The IEP team must determine and report an ECO exit rating for each outcome area prior to the child's move. Please use the ECO form to include ECO entry, exit and progress ratings in the child's IEP file in preparation for *interstate* transfer to receiving state's local school district.
- a child will transition to kindergarten for the following academic year; or
- a child's family revokes services.

ECO Progress rating must also be determined:

- In conjunction with determining ECO ratings for each outcome area (as stated above), please make sure the IEP team determines a progress rating (yes/no) for each child. This is a critical component of the reporting process.

In addition:

- If a child leaves their current early childhood education setting, such as a PreK program, prior to their entrance into kindergarten, the exit ECO should be completed as close to the end of services as is feasible; not to exceed 30 days after the child has left the program.
- ECO exit and progress ratings discussion and determination should occur during the last IEP meeting/transition meeting before the end of the school year, prior to their entrance into kindergarten.

- SU/SD's report ECO entry/exit/progress to the Agency of Education through child count annual collections.

Additional information on 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.