EL DORADO COUNTY
CHARTERSELPA
Special Education Local Plan Area

IMPORTANT UPDATES

SEIS has released updated features and enhancements for the new year
Part 1 of the updates, which includes key changes to the **Degree of Support** section, is available here. You can find Part 2 of the release here.

Multi-Factor Authentication (MFA)

To enhance student data security, SEIS will be implementing **mandatory Multi-Factor Authentication (MFA) will be required for all districts starting Monday, September 29.**

Users will receive a verification code via email when logging in.
Please be sure to verify all email addresses on SEIS user accounts. If a user has an incorrect email address, they will not receive the verification email.

We strongly recommend enabling MFA before the mandatory deadline to prevent any potential work stoppages leading into Fall 1, in case complications arise.
The MFA materials can be downloaded here.

RETIRED SERVICE AND SERVICE LOCATION CODES

As of July 1, the following codes will be retired from CALPADS and SEIS:

Service Location
- 570 - Charter Schools. 510 - Regular classroom/public day school is the appropriate code for Charter Schools going forward, this will apply to LEAs adopting students from Charter LEAs

Services
- 350 - Individual and Small Group Instruction
- 540 - Day Treatment Services

Starting July 1, these codes will cause errors for IEPs dated after June 30 and must be updated.
LEA Action:
- Bulk Update Service Location Code (Only works for eligible students)

Meet the Program Technician assigned to support you in your region

Lisa Tomasello
Los Angeles Region

Julie Jackson
Sacramento Region

Ben Hansen
Bay Area Region

Joe Enright
San Diego Region

SEIS District Level User

CALPADS Transactions for 2025-2026

Transactions CANNOT be submitted until the CALPADS Academic Year rollover occurs on **September 9th (Tentative).**

The new year brings new staff members!

To get started, please watch the video tutorial: How to Create a SEIS User Account.
If you have multiple accounts, be sure to watch: How to Link SEIS Accounts.

Bulk Updating Student Grade Levels

Bulk Updating: Date Student Enrolled in District/LEA

The "Date Student Enrolled in District/LEA" field (located on the CALPADS Student page of the SEIS Student record) should match the date entered in the Student Information System, also reported in the SENR File submitted to CALPADS for the **current academic year.**
Click here to learn how to bulk update this date.

SELPA Monitoring reports 16.21 & 16.25

As enrollments are reported, run the 16.21 report to identify any unidentified Special Education (SPED) students and run the 16.25 report to check for pending meetings.

Please ensure all transfer-out requests are completed within 48 hours of receipt.

SEIS Provider/Case Manager

Review Caseloads for accuracy

At the start of this school year, it is crucial for providers and case managers to review their caseload for accuracy. If you identify any issues, please watch these video tutorials:

How Providers Create and Submit Provider Requests

How to Generate a Current Services Report

Using the IEP Dates report found in the Students Tab, you can sort your student records by the Date of Next Meeting to calendar meetings for the academic year.

Once Caseload is verified LEAs serving TK, K it is recommended to run the **SEIS Search: Program Setting (5-22) - PLAN0619F1/PLAN0389F1** to verify that 5 year olds and older have the correct program setting and Gen Ed participation selected.

Once (not before) a 4-year-old TK-K student turns 5 the student's program setting must be updated to a Program Setting (TK-Kgn or greater, ages 5-22) and the Gen Ed Participation Percentage populated.

CALPADS Regional Update Meetings for 2025–26

Registration Links are Now Available for 2025–26 Meetings
and are posted for the September 2025, March 2026, and May 2026 meetings on the CDE CALPADS Regional Update Meetings web page
at https://www.cde.ca.gov/ds/sp/cl/calupd.asp.

QUESTIONS FOR CALPADS?

CALPADS holds **Special Education Data Office Hours** weekly on Mondays at 3:00 PM. Register **here**, and access past PowerPoint presentations **here**.

Find the CSIS Training Channel here
This site contains all CALPADS virtual presentations for all data reporting

We offer virtual, in-person training and events throughout the year!

The Events & Training catalog can be found **here**.

Teacher Academy

The Teacher Academy is a dynamic two-day, in-person institute designed to support new special education teachers in their first three years of practice. Through hands-on activities and research-based strategies, participants will gain the tools to improve outcomes for students with disabilities and confidently navigate the IEP process.

[Teacher Academy - Bay Area](#) - Monday, August 18 & Tuesday, August 19, 2025
9:00 AM - 4:00 PM
[Teacher Academy - Orange County](#) - Wednesday, August 20 & Thursday, August 21, 2025
9:00 AM - 4:00 PM
[Teacher Academy - Sacramento](#) - Wednesday, August 20 & Thursday, August 21, 2025
9:00 AM - 4:00 PM
[Teacher Academy - San Bernardino](#) - Monday, August 25 & Tuesday, August 26, 2025
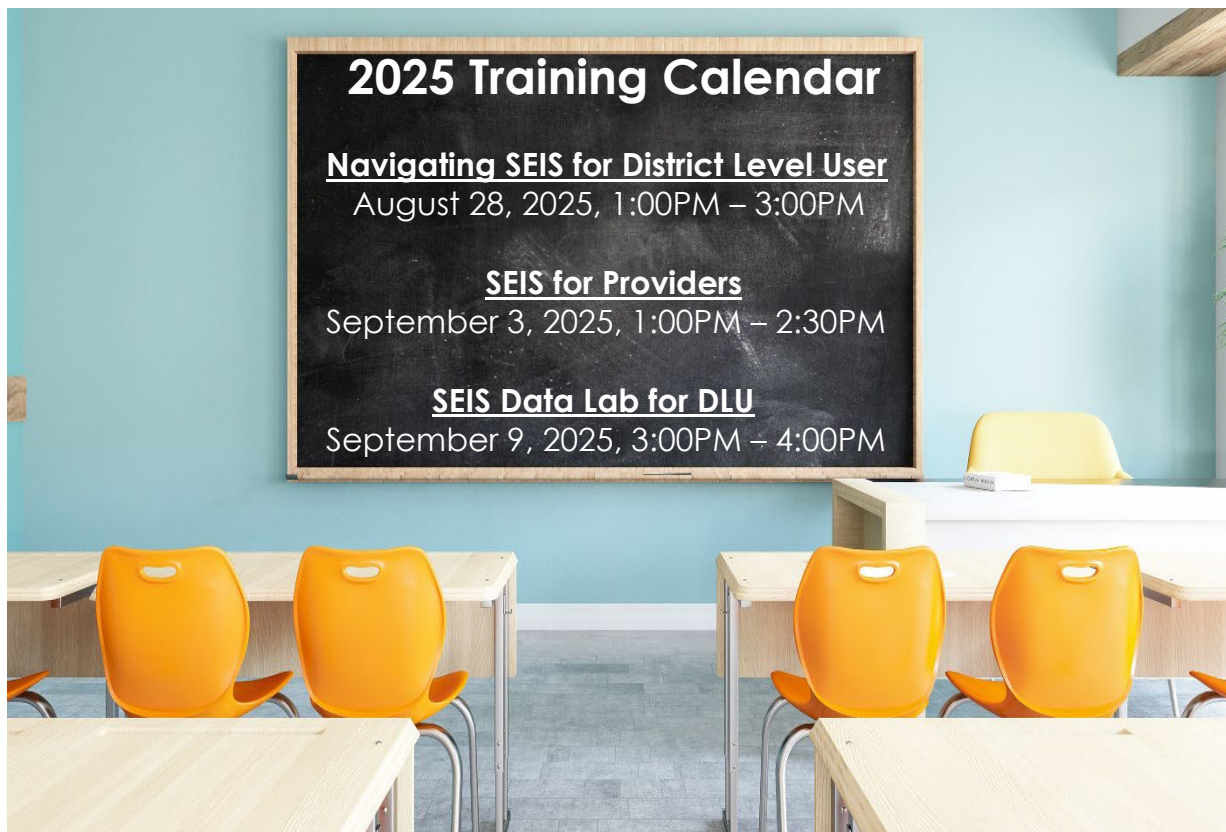9:00 AM - 4:00 PM
[Teacher Academy - San Diego](#) - Tuesday, August 26 & Wednesday, August 27, 2025
 9:00 AM - 4:00 PM

SEIS VIRTUAL TRAININGS

SEIS is the Special Education Data System used by the El Dorado SELPAs. Our training provides a technical and programmatic understanding of SEIS for each user level.

2025 Training Calendar

Navigating SEIS for District Level User
August 28, 2025, 1:00PM – 3:00PM

SEIS for Providers
September 3, 2025, 1:00PM – 2:30PM

SEIS Data Lab for DLU
September 9, 2025, 3:00PM – 4:00PM

Explore our YouTube **Video Training Library**. It is filled with valuable tutorials designed to enhance your skills and knowledge in SEIS and CALPADS data reporting. ***Subscribe today!***

The SELPA has instituted a Service Request ticketing system. We invite Data Team service requests to be submitted via this email address: selpadata@edcoe.org.