

Federal Reporting Reminders

Special Programs and Data

Child Exit Count: September

Child Exit Count

Exit Count: Reminders

- Opens September 15th
- Closes September 30th
- Captures end-of-year reporting data on students exiting special education during
- Based on reporting period 7/1/2020 through 6/30/2021.
- **Expectation that EC Director/Coordinator certifies Exit Count on or before September 30th**

Exit Count: Resources

- Federal reporting training video available in ECATS (Main Menu > Resources)

Resources			Review the License Agreement	Upload File(s)	Delete/Update Documents
<input type="checkbox"/> Federal Reporting	<input type="checkbox"/>	Federal Reporting	10/26/2020	Beth Burris	ECATS Indicator 11 Reporting - Exceptions Tab Guide
<input type="checkbox"/> Service Logging Documents	<input type="checkbox"/>	Federal Reporting	10/13/2020	Beth Burris	ECATS Indicator 11 Reporting - Updating Initial Delay Reason Guide
<input type="checkbox"/> Special Education Documents	<input type="checkbox"/>	Federal Reporting	10/13/2020	Beth Burris	ECATS Indicator 11 Reporting - Errors and Warnings Guide
<input type="checkbox"/>	<input type="checkbox"/>	Federal Reporting	10/13/2020	Beth Burris	ECATS Indicator 11 Reporting - FAQ Guide
<input type="checkbox"/>	<input type="checkbox"/>	Federal Reporting	10/13/2020	Beth Burris	ECATS Training Federal Reporting Webinar Videos - Last Updated 10/11/2020

ECATS Federal Reporting Webinar Videos

Link/Topic & Description	Module	Release Date
ECATS Webinar – Child Count Reporting This webinar will review how to run the Child Count report to see who is included, how to retrieve and read the report, and how to resolve any exceptions.	Special Education	December 2, 2019
ECATS Webinar – Exit Count Reporting This video will demonstrate the process for Exit Count Reporting. We will review student scenarios included in the report, as well as: <ul style="list-style-type: none"> How to run the report How to retrieve and read that report How to resolve exceptions How to exclude students from the report How to certify the Exit Count report after exceptions have been resolved 	Special Education	September 14, 2020

Exit Count: Resources

- Federal reporting training resources available in ECATS (Main Menu > Resources)



Student Record Review Checklist to Ensure Accuracy for EC Exit Count

ECATS Screens/Workspace	What to Check
Student History page	Student must have exited Special Education or the District between the begin date and end date of the reporting period window (7/1-6/30).
Student History page	<p>Student must be exited on the end date of the reporting period window (6/30) in all of North Carolina. Students could be active or inactive overall in ECATS.</p> <p>- If a child exits one NC district to move to another NC district, and in the second district they are receiving services on the Count Period End Date, they would not be included in this report for either district.</p> <p>- If a child is active and exited in many districts during the Count Period and remain exited on the Count Period End Date, only the last district exited would report that Student.</p>
Student History page	<p>The following are considered Special Ed Exit Events:</p> <ol style="list-style-type: none"> 1. Non-Eligibility Event (not initial) 2. Parent Revocation of Service Event (not initial) 3. Parent Consent Denial Event (not initial) 4. Reached Maximum Age
Student History page or Finalized IEP document	The IEP/PSSP/CSP End Date must be greater than or equal to the Exit Date (or Special Ed Exit event) AND there must be at least one service with an End Date on or after the Exit Date.
Student Profile	The student must not be age 23 or older.
Student Level Report View	The student must not be marked and 'Exclude Student from This Report' for the applicable report and count period.

[ECATS Exit Count - Errors and Warnings Reference Guide](#)

[ECATS Exit Count - Same Day Reporting Updates](#)

[ECATS Exit Count Reporting Checklist](#)

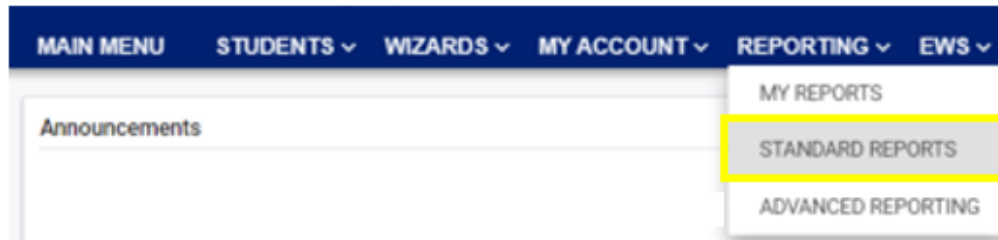


ECATS Exit Count - Errors and Warnings Reference Sheet

Exception	Action	System	Type
Developmental Delay Age Not Appropriate	Student's diagnosis is DD and they are >= 8 years old. Resolve via exclusion in ECATS.	ECATS	Error
Exit Date Blank	Student is missing an Exit Date. Update this in PowerSchool.	PowerSchool	Error
Exit Reason Blank	Student is missing an Exit Reason. Update the Modified Exit Reason in ECATS.	ECATS	Error
Exit Reason Not Appropriate for Age	Student's Exit Reason is not appropriate for their age. Update the Modified Exit Reason in ECATS.	ECATS	Error
Grade is Blank	Student is missing a grade code. Update this in PowerSchool.	PowerSchool	Error
Is Duplicated	Same student ID exists on another LEA's exit count. Work with other LEA where student shows as duplicated to determine which district needs to resolve this via exclusion in ECATS.	ECATS	Error
isLEP	Student is missing a LEP flag. Update this in PowerSchool.	PowerSchool	Error
Missing Disability	Student is missing a Disability. Update this in ECATS.	ECATS	Error
NCStudentID is Blank	Student is missing a Student ID. Update this in PowerSchool.	PowerSchool	Error
PK Grade Check	Student is listed in PK but their age is inappropriate. Verify age and grade in PowerSchool.	PowerSchool	Error
Potential Duplicates (warning)	Student has similar demographic-level information as another student at a different, or within the same, LEA but has a different ID. Resolve via exclusion if student is actually a duplicate. No action required if student is not a duplicate.	ECATS	Warning
Race is Blank or Unknown	Student's race code is blank or unknown. Update this in PowerSchool.	PowerSchool	Error
School Code is Blank	Student is missing a school code. Update this in PowerSchool.	PowerSchool	Error
Setting - The Student's age is invalid for the Primary Educational Setting (warning)	Student's setting value doesn't match their age. No action needed.	No action needed	Warning

Exit Count Report

- Exit Count report available to review data



Scheduled Reports		
Early Warning System	Accommodations Report School/Grade/Class/Test	Exit Count
FAM-S	Caseloads as of a Point in Time	IEP Services Report with Location (xls)
	Caseloads Report Admin (xls)	IEP Services Report with Location/Transportation (xls)
General	Child Count	IEP Services Report with Minutes (xls)
	Compliance by Case Manager (xls)	Indicator 11
Progress Monitoring	Compliance by School (xls)	Indicator 7
	Compliance by Students (xls)	Missing Progress Report (xls)
Service Logging	Compliance Summary (PDF)	Overdue Eligibility/IEP Report (xls)
Special Education	Contacts Report (PDF)	Progress Report Status (PDF)
	ESY By School By Case Manager (xls)	Projected/Missed Eligibility Meetings (xls)
	ESY by Service (xls)	Projected/Missed IEP Meetings (xls)

Exit Count Report

MAIN MENU STUDENTS WIZARDS MY ACCOUNT REPORTING EWS ADMIN

SCHOOL SYSTEM REPORTING SYSTEM INFO SUMMARY ADMINISTRATION

Reports - Exit Count

Data Source: Transactional/EDPlan

Count Period: September 2021 | 07/01/2020 - 06/30/2021

CHECK ALL CHECK NONE

☐ Import Holding School ☐ Homeless ☐ LEP

Schools: ☐ [REDACTED] ☐ DPI FTE School ☐ Migrant

☐ [REDACTED] ☐ CECAS

Include Exceptions/Validations: ☒

Sort By: Last Name

GENERATE REPORT

MAIN MENU STUDENTS WIZARDS MY ACCOUNT REPORTING EWS ADMIN

SCHOOL SYSTEM REPORTING SYSTEM INFO SUMMARY ADMINISTRATION

Your report is number 6 in line for generation.
An e-mail will be sent to 'khalilah.ofarrow@dpi.nc.gov' when it is complete.
When the report has successfully generated, you will find it in either the Saved System Reports section at the bottom of the Reports Page or on the My Reports Page.
The email will provide you with details.

Exit Count Report

MAIN MENU

STUDENTS ▾

WIZARDS ▾

MY ACCOUNT ▾

REPORTING ▾


EWS ▾

Announcements

MY REPORTS

STANDARD REPORTS

ADVANCED REPORTING

<div> MAIN MENU STUDENTS WIZARDS MY ACCOUNT REPORTING EWS ADMIN  </div>								
<h2>Reports</h2>								
<table border="1"> <thead> <tr> <th>Report</th><th>Date Created</th><th>Created By</th></tr> </thead> <tbody> <tr> <td>Exit Count</td><td>09/21/2021</td><td>Khalilah Sabreen O'Farrow</td></tr> </tbody> </table>			Report	Date Created	Created By	Exit Count	09/21/2021	Khalilah Sabreen O'Farrow
Report	Date Created	Created By						
Exit Count	09/21/2021	Khalilah Sabreen O'Farrow						

Exit Count										
Date/Time Generated	2021-09-17 13:10:19.643									
Count Period Dates	07/01/2020 - 06/30/2021									
Total Students:	4									
Region	LEACode	LEAName	NCESID	SchoolCod	SchoolNar	StudentID	LastName	FirstName	MiddleNar	DateOfBirth
Region ECATS	ECATS	SAMPLE	1234	ABC000	SAMPLE	abcdefg	LastName	FirstName	MiddleNar	DateOfBirth
Region ECATS	ECATS	SAMPLE	1235	ABC001	SAMPLE	hijklm	LastName	FirstName	MiddleNar	DateOfBirth
Region ECATS	ECATS	SAMPLE	1236	ABC002	SAMPLE	nopqr	LastName	FirstName	MiddleNar	DateOfBirth
Region ECATS	ECATS	SAMPLE	1237	ABC003	SAMPLE	stuvwxyz	LastName	FirstName	MiddleNar	DateOfBirth

Exit Count

Exceptions

+

Exit Count Report: Common Exceptions

- Setting - The Student's age is invalid for the Primary Educational Setting
 - This is a warning; no action needed
- Exit Reason Blank
 - Document modified exit reason
- Is Duplicated
 - LEA with most recent exit date within reporting period includes student in Exit Count
 - LEA with older exit date within reporting period excludes student from Exit Count
- Exit Reason Not Appropriate for Age
 - Update the modified exit reason
 - There should be no students under age 16 with exit reason, Dropped Out

Exit Count: Modified Exit Reason

- Students withdrawn from your LEA in PowerSchool are also withdrawn in ECATS
- Conduct inactive students search to access student record

The image displays three screenshots of the ECATS system interface, illustrating the steps to access the Inactive Students search page.

Screenshot 1: The top navigation bar includes **MAIN MENU**, **STUDENTS**, **WIZARDS**, **MY ACCOUNT**, **REPORTING**, **EWS**, and **ADMIN**. The **ADMIN** dropdown menu is open, showing **SCHOOLS**, **SCHOOL SYSTEM** (highlighted), and **USERS**.

Screenshot 2: The **ADMIN** dropdown menu is open, showing **SCHOOL SYSTEM**, **REPORTING**, **SYSTEM INFO**, **SUMMARY**, and **ADMINISTRATION**. The **ADMINISTRATION** dropdown menu is open, showing **INACTIVE STUDENTS** (highlighted) and **INACTIVE USERS**.

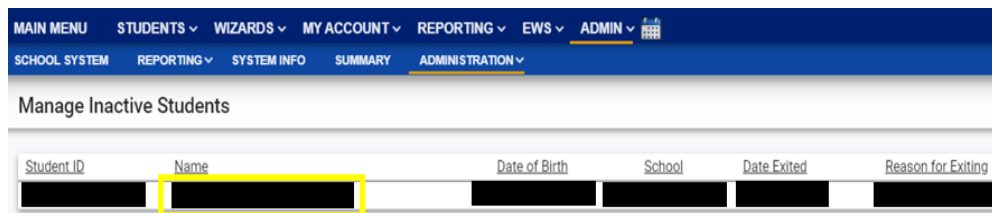
Screenshot 3: The **Criteria for Selecting Inactive Students to View** page. The form includes the following fields and options:

- Last School Attended:** All Schools (dropdown menu)
- Student Last Name:** (text input) ☐ Exact Match
- Student First Name:** (text input) ☐ Exact Match
- Student Middle Name:** (text input) ☐ Exact Match
- Date of Birth:** (calendar icon)
- Student ID:** (text input) ☐ Exact Match
- Students Exited After:** (calendar icon)
- Students Exited Before:** (calendar icon)
- Exit Reason:** -Any- (dropdown menu)
- Sort List By:** Student's Last Name (dropdown menu)

A **VIEW INACTIVE STUDENTS** button (highlighted) is located at the bottom of the form.

Exit Count: Modified Exit Reason

- Click the inactive student's name link to access the record



Student ID	Name	Date of Birth	School	Date Exited	Reason for Exiting

- Select the appropriate Modified Exit Reason and click Update Database.

Date Exited: 03/20/2021

Reason for Exiting: W1 Transfer Withdrawal

Modified Exit Reason:

Graduated with Regular High School Diploma
Dropped Out of School
Died
Received a Certificate
Reached Maximum Age
Moved, Known to be Continuing

Exit Count: Modified Exit Reason

- For currently active student records, click Details next to the associated Exit event

Student History							
Event Date*	Event Type	(transferred from)	Begin Date	End Date	User	Document	Date Created
07/06/2020	Exit School System				Transfer / Import		DETAILS

- Select the appropriate Modified Exit Reason and click Update Database.

Event Details	
Event Type: Exit School System	
Date:	07/06/2020
Created By:	
School:	
Exit Info	
Exit Reason:	W1 Transfer Withdrawal
Modified Exit Reason:	Moved, Known to be Continuing
UPDATE THE DATABASE	

Exit Count: Modified Exit Reason

PowerSchool Withdrawal Code		ECATS EC Modified Exit Reason	
W1	Transfer/Withdraw	MV	Moved, known to be continuing
W2	Early learner withdraw (used for drop out)	DO	Dropped Out
W2T	Adult High School Program Withdrawal	MV	Moved, known to be continuing
W3	Death	DI	Died
W4	Early complete/mid-year grad		<i>User must choose a Special Education Exit Code</i>
W5	High school graduation	GR	Graduated with a regular diploma
Special Education Exit Codes (enrollment based only)			
CP	Received certificate		
MA	Reached maximum age		

Exit Count: Student Level Report View

- After documenting the Modified Exit Reason for inactive student, also update the Student Level Report View to clear the error from the report

The screenshot shows the 'Exiting Student Information' form. A dropdown menu is open from the 'STUDENT INFORMATION' tab, with 'STUDENT LEVEL REPORT VIEW' highlighted in yellow. The form fields include: Date Exited: 07/2020, Reason for Exiting: W1, Modified Exit Reason: [redacted], and Re-Activation Date: 09/21/2020. A green button at the bottom reads 'RE-ACTIVATE THIS STUDENT IN THE DATABASE'.

The screenshot shows the 'Report View' form. It includes fields for Report Type: Child Exit Count: September and Reporting Period: 2019-2020. Below these are fields for Exit Reason: [redacted] and Exit Date: [redacted]. At the bottom, there are two green buttons: 'UPDATE EXCEPTION' and 'UPDATE REPORT', with the latter highlighted in yellow.

Exit Count: Student Level Report View

- After documenting the Modified Exit Reason for currently active student, also update the Student Level Report View to clear the error from the report

1

MAIN MENU STUDENTS ▾

STUDENT INFORMATION ▾ DOCUMENTS

PROFILE

PERSONAL INFORMATION

PARENTS/STUDENT

TEAM

ELIGIBILITY

CONTACTS

STUDENT HISTORY

STUDENT LEVEL REPORT VIEW

2

STUDENT INFORMATION ▾ DOCUMENTS PLAN OF CARE EC PROCESS ▾

Report View

Report Type:

Reporting Period:

3

Report View

Report Type: Child Exit Count: September

Reporting Period: 2020-2021

ExitReason:

ExitDate: 7/6/2020

UPDATE EXCEPTION

UPDATE REPORT