

00:00:02.698 --> 00:00:13.679

Greetings, everyone welcome to the federal reporting office hours session for June 2022. Thank you for joining.

00:00:14.003 --> 00:00:25.493

We welcome any questions that you may have regarding federal reporting, feel free to unmute your mic or submit your question in the chat.

00:00:25.853 --> 00:00:34.433

And as we are waiting for questions to come in, I will review some updates and reminders regarding federal reporting.

00:00:34.770 --> 00:00:49.079

During this session, I will be covering various federal reporting preparation tips with the focus on Indicator 7, Exit Count, Indicator 11, and Indicator 12.

00:00:50.130 --> 00:00:56.250

So, let's begin with Indicator 7 Preschool Outcomes.

00:00:58.649 --> 00:01:04.885

Indicator 7 opens August 1st. It must be certified by August 19.

00:01:05.394 --> 00:01:19.855

It is based on the data from July 1st, 2021 through June 30th, 2022 reporting period, and it captures the percent of preschool students ages 3 through 5 with improved childhood outcomes in the following 3 areas.

00:01:21.234 --> 00:01:32.185

There's positive social emotional skills, acquisition and use of knowledge, and skills and use of appropriate behaviors to meet their needs.

00:01:38.250 --> 00:01:44.969

In preparation for Indicator 7, there are some things to check for accuracy and the student record.

00:01:44.969 --> 00:01:58.405

The 1st screenshot shows the link to the resource document ECATS Indicator 7 Reporting Checklist, which is available from the federal reporting tab located in the main menu resources section

00:01:58.734 --> 00:02:02.484

And, the 2nd screen shot shows the following things to check for accuracy in the student record.

00:02:02.760 --> 00:02:11.189

You want to check that the student is between age 5 and less than age 6.

00:02:11.395 --> 00:02:28.555

As of the exit date also check if the student received services in preschool, or in Pre K for at least 6 months from the active in Pre K services start date to the services completion date.

00:02:28.889 --> 00:02:43.650

You also want to check if the student has an Exit COSF event that was finalized during the reporting period, which is July 1st, 2021 through June 30th, 2022.

00:02:47.275 --> 00:02:59.275

Let's also look at what to do when students transfer from another LEA with no documentation of Entry COSF, and a child has been enrolled in Pre-K for at least 6 months.

00:02:59.275 --> 00:03:17.574

the EC preschool staff could enter information from the initial eligibility as the Entry if there wasn't an Entry COSF previously documented, so this would provide the growth data from beginning of services until exit if the student has been enrolled and receiving services for 6 months or more.

00:03:17.814 --> 00:03:31.555

So, this screenshot displays the fields in which you can document personnel from the previous district if that is necessary.

00:03:36.120 --> 00:03:50.669

As a reminder, the Indicator 7 report is currently available for you to check your data and address any possible errors that must be corrected before the certification window opens in August.

00:03:50.669 --> 00:04:02.669

Also, you'll find the training video and additional resources on Indicator 7 from the main menu resources section.

00:04:02.905 --> 00:04:16.704

It is important for charter schools to review the Indicator 7 report to identify students who transfer to the charter school with COSF data from the previous district.

00:04:17.154 --> 00:04:31.855

If the student currently enrolled in a charter school is missing Exit COSF data, the charter school should contact that previous district and request the Exit COSF data so that the charter school can enter in finalize the data in ECATS.

00:04:37.288 --> 00:04:50.603

The NCDPI team participating in the Early Childhood Technical Assistance and Data Systems Cohort has developed a tips and tricks resource based on the requests from the field

00:04:51.113 --> 00:06:02.454

The North Carolina Child Outcome Summary Tips, Tricks, and Resources provides various resources for LEA staff to quickly access tools or learn more about the childhood outcomes, family engagement, data collection, and more. So, please share with your teams and staff and let me take a moment to send this link to the Padlet in the chat field, so you can access the Padlet and bookmark it.

00:06:02.454 --> 00:06:12.803

Are there any questions regarding Indicator 7? Feel free to unmute your mic or send your question in the chat.

00:06:36.389 --> 00:06:48.389

All right, so, as you're thinking about any possible Indicator 7 questions, once again, send your question in a chat, for now, we're going to move on to talk about Exit Count tips.

00:06:50.278 --> 00:07:05.004

The Exit Count opens September 15th and closes September 30th, and it captures end of year reporting data on students who exit from special education during the reporting period, July 1, 2021 through June 30th, 2022.

00:07:11.819 --> 00:07:24.928

It is important to query the Exit Count report to check your data and address any possible errors that must be corrected before the certification window opens in September.

00:07:26.548 --> 00:07:34.108

The training video and other resources on the Exit Count are accessible from the main menu resources section.

00:07:36.024 --> 00:07:43.673

And in preparation, for the Exit Count, there are some things to check for accuracy in the student record.

00:07:44.124 --> 00:08:00.293

The 1st, screenshot shows, the link to the resource document, Exit Count Reporting Checklist, which is available from the federal reporting tab located on each instance of the ECATS main menu resources section.

00:08:00.629 --> 00:08:07.079

And the 2nd, screenshot shows, the following things to check for accuracy in the student record.

00:08:08.668 --> 00:08:19.764

The student has an exit school system event during the reporting period of July 1 through June 30th. The student must be exited as of June 30th in all of North Carolina.

00:08:19.764 --> 00:08:38.364

So, let's say that a student exited on June 30th and later re-enrolled on July 1st. Because the student exited as of June 30th and was not enrolled anywhere else in North Carolina as of June 30th, then this student would be included in the Exit Count.

00:08:41.783 --> 00:08:55.283

Also, things to check for is if the student has 1 of the following Special Ed exit events on the student history screen. There is the Non-Eligibility event, for example, a transfer to regular Ed.

00:08:55.649 --> 00:08:59.849

A parent replication of consent for service event.

00:08:59.849 --> 00:09:02.908

A parent consent, denial event.

00:09:03.053 --> 00:09:12.714

Or reached maximum age. The student must have a current IEP that does not expire prior to the exit date.

00:09:12.984 --> 00:09:21.413

The student must be under age 23, and the student must not be marked as excluded on these student level report view.

00:09:22.109 --> 00:09:30.899

So, these are some things to check in the student records for accuracy and preparation for the exit count.

00:09:34.043 --> 00:09:52.014

This slide is the screenshot of what to look for when you are reviewing the student details tab of the Exit Count report. Two of the most common exceptions in the Exit Count report are Exit Reason Blank and Exit Reason Not Appropriate for Age.

00:09:52.589 --> 00:09:56.369

Exit reason blank is an error that must be corrected.

00:09:56.369 --> 00:10:10.553

And this occurs when the modified exit reason has not been documented for the exit event that occurred during the reporting period. And Exit Reason Not Appropriate for Age is an error that must be corrected.

00:10:10.823 --> 00:10:17.364

And this occurs when the incorrect modified exit reason is selected, based on the student's age.

00:10:17.754 --> 00:10:32.274

For example, there should not be any students under the age 16 with the modified exit reason, dropped out. And so to correct this, you will need to update the modified exit reason.

00:10:32.274 --> 00:10:36.864

And then update the report from the student level report view detail screen.

00:10:40.589 --> 00:10:56.124

Before we advance to Indicator 11 tips, let me pause a moment to see are there any questions about the Exit Count or Indicator 7? Feel free to unmute your mic or send your question in the chat.

00:11:06.208 --> 00:11:10.769

All right, I think if I had a microphone, I'd tap it and say, is this thing on.

00:11:12.389 --> 00:11:18.749

All right, so let's move on to Indicator 11.

00:11:21.533 --> 00:11:37.073

Indicator 11 opens October 3rd and closes October 31st. So, the Indicator 11 captures the percentage of timely placement within 90 days that occurred during the July 1st, 2021 through June 30, 2022 reporting period.

00:11:41.903 --> 00:11:42.923

As a reminder, the Indicator 11 report is currently available now for you to check your data and address any possible errors that must be corrected before the certification window opens in October.

00:11:57.688 --> 00:12:13.379

So, the 2nd screenshot displays the training video and other resources regarding the Indicator 11, and it's accessible from the main menu resources section.

00:12:15.749 --> 00:12:22.708

In preparation for indicator 11, there are some things to check for accuracy and the student record.

00:12:23.364 --> 00:12:34.344

If the initial placement process ended after the 90 day timeline, the initial placement delay reason must be documented on the data collection screen.

00:12:35.033 --> 00:12:44.663

If the initial placement was within the 90 days, the consent for services response must be submitted on the consent screen.

00:12:45.328 --> 00:12:57.234

For same day corrections to update to the Indicator 11 report, be sure to navigate to the student level report view detail screen and click update report.

00:12:57.624 --> 00:13:11.519

Otherwise, you would need to wait until the next day for those corrections to update in the report.

00:13:11.874 --> 00:13:20.183

It is important to remember to document and submit the consent response on the EC Process Consent screen.

00:13:20.453 --> 00:13:29.844

This will create the event on the student history screen and cut down the volume of the initial placement delay reason errors.

00:13:30.119 --> 00:13:41.724

It is also important to upload a copy of the signed consent forms to the document screen. This is needed for policy monitoring reviews.

00:13:45.624 --> 00:13:54.144

This slide is a screenshot of what to look for when you are reviewing the student details tab in the Indicator 11 report.

00:13:54.594 --> 00:14:00.714

As you're reviewing your data for accuracy, confirm that it aligns with what occurred.

00:14:01.019 --> 00:14:08.668

For example, check the referral received by a school date along with the referral determination date.

00:14:08.668 --> 00:14:26.604

If the referral received by school date, and the referral determination date are documented as the same date, be sure to review your data to determine the circumstances in which this would have occurred on the same day

00:14:27.083 --> 00:14:34.104

And, you can further monitor your data by reviewing the invitation to conference created prior to the referral.

00:14:34.553 --> 00:14:58.078

So, for example, if the referral received by school date and the referral determination days were both documented as November 12th 2021, but the invitation to conference was sent 10/25/2021, chances are the referral received by school date was prior to November.

00:14:58.078 --> 00:15:03.028

And in this case, it was documented incorrectly in the referral.

00:15:03.028 --> 00:15:17.938

So, to correct this discrepancy, you will need to finalize a new referral with the correct information. Then, delete the existing referral with the incorrect information.

00:15:17.938 --> 00:15:26.668

Now, let's look at the columns, Number of Days Delayed and Initial Placement Delay Reason.

00:15:26.668 --> 00:15:41.068

If you see 0 and the column for the number of days delayed, but there is a delay reason in the initial placement delay recent column, this is a discrepancy in the data.

00:15:41.068 --> 00:15:58.589

So, this data discrepancy may have occurred when an initial placement delay reason is selected to clear the error, but the consent for services response was later submitted and the initial placement delay reason, wasn't removed.

00:15:58.589 --> 00:16:08.249

So be sure to remove the initial placement delay reason from the data collection screen. If there was, in fact, no delay.

00:16:08.249 --> 00:16:16.739

Then, navigate to the student level report view detail screen and click update report to clear this data discrepancy.

00:16:16.739 --> 00:16:22.558

So, I know I said a lot, so I want to take a moment and just pause.

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00:16:22.558 --> 00:16:31.438

And see, and ask, are there any questions so far? Feel free to unmute your mic or send your question in the chat.

00:16:39.149 --> 00:16:45.538

Can you hear me? Yes. Okay. There was 1 comment in the chat.

00:16:45.538 --> 00:16:58.739

From Katherine Gerald, she can unmute if she wants, but if not, she said I did find out that the consent for eval is causing an issue in exit count. So Zendesk.

00:16:58.739 --> 00:17:10.979

I guess said those students don't have a modified exit reason but had a valid and an open consent response when they exited.

00:17:12.628 --> 00:17:20.759

Okay, thank you for sharing this, Catherine. Are you saying that there is an error that is pulling up for?

00:17:20.759 --> 00:17:32.278

I'm thinking of what you're saying that these are students that are exited and that there was an open reevaluation before the exit and it's causing an error.

00:17:32.278 --> 00:17:35.364

Yes, can you hear me? I can. Okay.

00:17:35.513 --> 00:18:05.699

So, I asked this question the last time we met, and I sent a Zendesk ticket. I had 5 students who were missing the dropdown modified exit reason and it was because when we enter that consent for response into it, it flips them into referral status. I had to send their specific reasons and their student numbers into Zendesk, and Zendesk was able to fix them.

00:18:06.384 --> 00:18:08.634

Gotcha. Okay okay.

00:18:08.753 --> 00:18:40.528

So, let me just recap. What you're saying is that for those students who had already exited, but there was a consent for reevaluation or open reevaluation prior to the student exiting. And, since their exit, there is no drop list for you to manually enter in the exit reason. So, you've had to send in the Zendesk ticket along with the exit reason for, PCG to enter that modified exit reason for you. That's correct.

00:18:40.528 --> 00:19:08.249

Okay, all right hopefully everyone else on a call caught that. So, if you experience an error on those students who have exited, and these are students that have an open re-evaluation, and, you can't put in that modified exit reason, be sure to send in your Zendesk ticket with that student ID along with the exit reason for, to enter it for you. And that will clear the error.

00:19:09.294 --> 00:19:18.773

So that's another reason why it's very important to check your reports prior to the Exit Count.

00:19:18.773 --> 00:19:24.324

So that gives you an opportunity to correct those errors prior to the count.

00:19:24.538 --> 00:19:32.669

So, thank you, Catherine for sharing that. Are there any other questions.

00:19:36.719 --> 00:19:46.739

All right, so let's move on to Indicator 12 Part C to Part B Timely Referral.

00:19:48.088 --> 00:20:12.898

Indicator 12 captures data on students who receive Part C services and were referred to Part B the during the July 1st, 2021 through June 30th,

2022 reporting period. All students must have an IEP developed within 90 days of the referral and the services begin by their 3rd birthday.

00:20:12.898 --> 00:20:27.328

So, all traditional public school units must submit the completed Indicator 12 spreadsheet to ecindicators@dpi.nc.gov by October 31st.

00:20:27.328 --> 00:20:34.199

So, charter schools and state operated programs do not submit Indicator 12 this year.

00:20:34.199 --> 00:20:45.868

And do note that today when the EC Division Weekly Communication goes out you should see the memo.

00:20:45.868 --> 00:20:55.104

Regarding Indicator 12 for more details and that you see the EC Indicators email address is in that memo.

00:20:59.243 --> 00:21:12.118

You can now access the Indicator 12 spreadsheet from the ECATS Reporting website and let me take a moment to get that link and put it in the chat.

00:21:17.308 --> 00:21:24.209

So, hopefully everyone just received the link from the chat.

00:21:25.193 --> 00:21:39.233

So, as I was mentioning, you can now access the Indicator 12 spreadsheet from the ECATS Reporting website. You should see that link in the chat. Now, once you click the link, the file will download as an Excel spreadsheet.

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00:21:39.538 --> 00:21:50.098

In the indicator 12 spreadsheet has a tab with helpful clarifications to assist LEAs or Traditional Public School Units.

00:21:50.098 --> 00:22:01.679

With entering the data, be sure to complete the Indicator 12 spreadsheet and submit to the EC Indicators email address by October 31st.

00:22:05.219 --> 00:22:18.598

In preparation for Indicator 12, there is a way to identify these students in ECATS. So, you would start with querying the Indicator 11 report.

00:22:18.598 --> 00:22:33.538

In the indicator 11 Excel spreadsheet, you will need to add a column next to the Date of Birth column and label it Age as of Referral Date.

00:22:35.578 --> 00:22:43.558

Then, you're going to enter the formula in the 1st cell under the header of that new column you added, As of Referral Date.

00:22:43.558 --> 00:22:53.844

So, if your Excel spreadsheet displays letters as the column headings, you would use the 1st formula that you see in this PowerPoint slide

00:22:53.844 --> 00:23:11.723

But if your Excel spreadsheet displays numbers as column headings as in the screenshot, then you would use the 2nd formula in that 1st cell.

00:23:12.058 --> 00:23:22.949

And so just note that this formula calculates in years, the difference between the date of birth, and the referral received by school date.

00:23:24.269 --> 00:23:39.959

Once you have added that formula in the 1st cell of that new column you just added, you want to change the format of the cell contents to number and select the decimal place as 2.

00:23:39.959 --> 00:23:52.019

And to do that, you need to right click the cell content and select format cells from the format cells prompt. You will select the category as number.

00:23:52.019 --> 00:24:00.743

And select the decimal places as 2 then. Click Okay. So, this will allow you to view the students who have not yet turned 3.

00:24:01.013 --> 00:24:24.298

For example, the student can be 2 years old or 2.5 years old and it will help you to ensure that those students are not rounded up to age 3. So, that's also an important reason why you want to select the decimal places as 1 or 2, so those students who maybe 2.5 or 2.6 are not rounded up to age 3.

00:24:32.308 --> 00:24:54.838

So, once you have, once you have changed the cell format to number, you want to then create column filters and filter the age as a referral date by age 2 and include students who are less than age 3.

00:24:54.838 --> 00:25:06.479

Like, for example, age 2.5. So, this will help you identify those students who were referred prior to age 3 during that reporting period.

00:25:10.288 --> 00:25:15.088

All right, let me pause to see. Are there any questions?

00:25:19.108 --> 00:25:23.939

Feel free to unmute your mic or send your question or comment in the chat.

00:25:25.078 --> 00:25:29.368

And while we were waiting for that, I just want to give some other reminders.

00:25:31.138 --> 00:25:47.278

We hear this same reminder every month and is very important to check that data manager's contact directory and let me get the link for that and put it in a chat.

00:25:57.179 --> 00:26:03.929

All right, so we all know that throughout the.

00:26:03.929 --> 00:26:21.898

I'm sorry. Did you resend the link? Cause they're saying that this is a data manager list, and when I clicked on it, it went back to that to the data manager list.

00:26:23.759 --> 00:26:29.068

The 1st thing you said, I think when you clicked on it, it went to another.

00:26:29.068 --> 00:26:46.769

Site was that correct? Was it supposed to do that? Okay. So, the 1st link was supposed to be the Padlet and the link that I just sent should have been the link to the data managers.

00:27:11.878 --> 00:27:42.413

We all know that staff changes throughout the year. So, if you have any new data managers, data managers contacts, point of contact someone different, or someone has, you know, left, please be sure to take a moment to check that contact directory and make any necessary changes. The link is an open Google document.

00:27:42.413 --> 00:27:55.824

So, you should be able to edit it if you have any questions or need any assistance with that feel free to send me an email with the contact that needs to be updated. And I can assist you with that.

00:28:53.519 --> 00:28:58.739

So, as a reminder about reporting office hours.

00:28:58.739 --> 00:29:23.909

We have that site available on the has a website for reporting office hours and this is where you can come to access any of the previous federal reporting office hours, the PowerPoint, the transcript as well as the recorded session. So, I am going to see if I can now send the correct link for that.

00:29:47.788 --> 00:30:09.449

Now, at this point, I want to pause and check. Are there any questions that anyone has regarding anything that we've discussed today? We talked about Indicator 7, Exit Count, Indicator 11, and Indicator 12.

00:30:09.449 --> 00:30:21.509

Feel free to send your questions and or comments. And feel free to unmute your mic.

00:30:22.739 --> 00:30:35.219

No questions in the chat, but I did want to mention that when they do go to that link for the Indicator 12 spreadsheet, they would need to scroll down to the Indicator 12 section on that web page.

00:30:35.219 --> 00:30:45.479

So they won't think it, it's going to come up right away so they would just have to scroll down to under Indicator 12. Thank you.

00:30:45.479 --> 00:31:07.409

Now, if you are reviewing your Indicator 7 data, your Indicator 7 report and you see that there are students missing, be sure to check that document, ECATS Indicator 7 Reporting Check Lists.

00:31:07.409 --> 00:31:17.878

So go over the criteria and this will display those students who pull into the Indicator 7 report.

00:31:18.263 --> 00:31:37.794

And if let's say that if you're missing students from an indicator 7 report, and those students that are missing meet these criteria, then the

next step would be to submit a Zendesk ticket with that student ID or student IDs.

00:31:43.828 --> 00:31:54.959

Be sure to submit your ticket to request guidance on why those students are not displaying in the Indicator 7 report and they meet the criteria.

00:31:54.959 --> 00:32:06.118

But be sure to review that document, Indicator 7 Reporting checklist to check the student records.

00:32:08.398 --> 00:32:17.548

Other than that, if there are no other questions, I want to thank everyone for your time and attention, as well as your questions.

00:32:17.548 --> 00:32:29.308

I hope that everyone enjoys the rest of your day. Thank you all so much. And I hope you'll have a great day.