00:00:01.135 --> 00:00:09.985
Thank you for joining I want to let, you know, upfront that this session
may run over a little bit. So, if you need to log off at 2:30, that's
fine.

00:00:09.985 --> 00:00:22.345
You can still access the recording at a later time, but we will be going
in depth on our Indicator 11, and we want to allow some time to really
help people understand the potential pitfalls that we are seeing with the
data.

00:00:22.620 --> 00:00:26.700
So, I'm going to take just a minute and go over some logistics.

00:00:27.085 --> 00:00:47.095
To enable captions and highlight panel, please click the blue circle with
the dot icon at the bottom of the screen. To enable closed captioning,
click the CC icon at the bottom of the screen. And this session is being
recorded and will be posted on the federal reporting section of the
website once again I thank you for joining.

00:00:47.095 --> 00:00:54.295
And we'll welcome any questions you may have regarding federal reporting
feel free to unmute your Mike or submit your questions in the chat.

00:00:54.630 --> 00:01:01.470
So, as we're waiting for some questions to come in, I'll go over some
updates and reminders regarding federal reporting.

00:01:01.470 --> 00:01:09.780
During this session, I'll be covering various federal reporting topics,
including indicator. 711 and 12.

00:01:10.345 --> 00:01:18.325
So, starting with Indicator 7. Indicator 7 opens on August 1st and must
be certified by August 19.

00:01:18.805 --> 00:01:32.875
It's based on the data from July 1, 2021 through June30th, 2022, and
captures the percent of preschool students, ages 3 to 5 with improved
childhood outcomes in the following areas:

00:01:33.540 --> 00:01:41.010
Positive emotional skills, acquisition and use of knowledge and skills
and use of appropriate behaviors to meet their needs. 00:01:41.010 -->

00:01:48.030
In preparation for indicator. 7, there are some things that you can check for accuracy and the student record.

00:01:48.030 --> 00:02:01.620
The 1st screenshot shows a link to the resource document ECATS Indicator 7 reporting checklist, which is available from the federal reporting tab located in the main menu of the resources section.

00:02:01.620 --> 00:02:12.870
The 2nd screenshot shows the following things to check for accuracy in the student record such as student is between ages 3 and 6, as of the COSF Exit Date.

00:02:13.315 --> 00:02:24.055
Student received services in Pre K for at least 6 months and that's from their active and PreK services start date to their active in PreK services completion date.

00:02:24.445 --> 00:02:34.075
And the student has an Exit COSF between the reporting period begin and end date, which is 7/1/21 through 6/30/22.

00:02:34.410 --> 00:02:44.940
So, let's look at what to do when a student transfers from one with no documentation of an Entry COSF and the child has been enrolled in PreK for at least 6 months.

00:02:45.535 --> 00:02:57.385
EC preschool staff could enter the information from the initial eligibility as entry if there wasn't one previously entered. This would provide the growth data from the beginning of services until exit.

00:02:57.415 --> 00:03:08.755
If the student has been enrolled and receiving services for 6 months or more, the screenshot displays the field in which you can document personnel from the previous district if necessary.

00:03:11.395 --> 00:03:22.315
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.

00:03:22.795 --> 00:03:30.175
You'll also find the training video and additional resources on Indicator 7 from the main menu resources section.

00:03:30.510 --> 00:03:40.920
It's important for charter schools to review the indicator 7 report to identify students who transfer to the charter school with coast of data from the previous district.

00:03:40.920 --> 00:03:53.995
If the student currently enrolled in the charter school is missing Exit COSF data, the charter schools can contact the previous district and request the Exit COSF data so the charter school can enter and finalize the data in ECATS.

00:03:54.325 --> 00:04:15.895
And as a reminder, if you are a charter school, all charter schools must certify the Indicator of 11 report, regardless of… sorry, Indicator 7 report, regardless of whether or not you serve kindergarten students. So, just go in run the indicator 7 reports even if there's no data, you can go and certify it as you do any other report.

00:04:17.790 --> 00:04:50.815
So the NCDPI team participating in the Early Childhood Technical Assistance and Data Systems Cohort, has developed the tips and tricks resource based on requests from the field and this tips and tricks resource and pallet provides various resources for staff to quickly access tools or learn more about childhood outcomes, family engagement, data collection, and more. So, please share this resource with your teams and your staff and we'll, I think Khalilah just posted the link into the chat. Yes, she did.

00:04:51.119 --> 00:04:58.799
So, feel free to access that palette and bookmark it and share it with your staff.

00:05:01.704 --> 00:05:15.984
Indicator 11 opens October 3rd and closes October 31st. Indicator 11 captures that percentage of timely placement within 90 days that occurred during the 7/1/2021 through 6/30/2022 reporting period as a reminder.

00:05:15.984 --> 00:05:27.864
The Indicator 11 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 October.

00:05:27.864 --> 00:05:41.874
When you run your Indicator 11 report, it is very important that you also review the student details tab to check for accuracy. In addition to reviewing the Exceptions, the Student Details tab to check for accuracy in addition to reviewing the exceptions.

00:05:42.209 --> 00:05:51.629
The training video and other resources on the Indicator 11 count are accessible from the ECATS main menu new resources section.

00:05:51.629 --> 00:05:59.579
And at this point, I'm going to try to turn it over to Patti and she's going to talk to us a little bit about things to check for Indicator 11.

00:06:01.409 --> 00:06:15.629
Okay, Kelly, the sound was breaking in and out so I don't know if that's on my end or your end, but I'm gonna go ahead and get started. And if it starts struggling if you'll just take over. Um, and then I'll know to stop.

00:06:15.629 --> 00:06:18.779
Absolutely.

00:06:22.919 --> 00:06:34.709
Hey, Patti. It is going in and out. Yes, it is going in and out. So, I'll, I'll take over.

40 "Blas, Kelley J" (786802176)
00:06:37.469 --> 00:06:43.044
Sorry, thank you. I hope I'll do a good job as Patti does.

00:06:43.044 --> 00:06:55.944
She does a really excellent job on this. But, in preparation for Indicator 11, there are some things to check for accuracy in the student record.

00:06:56.274 --> 00:07:08.694
If the initial placement process ended after the 90 day timeline, the initial placement delay reason must be documented on the data collection screen. I do want to take a moment to share the reminder that the delay reason, COVID-19 is still available under the data collection screen.

44 "Blas, Kelley J" (786802176)
00:07:09.084 --> 00:07:24.564
However, selecting this delay reason does not exclude the record from indicator 11 and will not result in a higher final percentage rate. districts will still need to follow up with their monitoring consultants to ensure eligibility in placement decisions are made as soon as possible.

00:07:24.564 --> 00:07:36.894
So, that's one of the questions that we've had this year as we've been working with districts on their Indicator 11 follow-up is, hey, these students had COVID delay reasons. Why am I, why are they still counting against us?

00:07:38.034 --> 00:07:46.944
OSEP did not give us a waiver for Indicator 11, any States a waiver for Indicator 11. So, we are still required to meet the 100% target.

00:07:47.304 --> 00:07:58.794
And if we don't, we still have to do correction of noncompliance around those records. So that is why those are still counted against us.

00:07:59.154 --> 00:08:11.574
We did ask you guys to use that delay reason, during the time, after the governor's order to close schools so that, one, you could track students who were affected by COVID.

00:08:11.574 --> 00:08:20.364
But also, so that we could report on that in our… the impact that had on our students, particularly around Indicator 11.

00:08:24.144 --> 00:08:39.084
Also on this slide, you'll see the screenshot referencing the consent for services response. If the initial placement was within the ninety days, the consent for services response must be submitted on the consent screen.

00:08:39.084 --> 00:08:54.084
And this is another major issue that we've seen in our Indicator eleven data is that folks are taking the hit on a delay for students that are not actually delayed because they haven't properly documented their consent for services response.

00:08:54.084 --> 00:09:07.884
And so, it's really important that you first look at the Student Details tab. Look for those students who say missing delay reason and are missing their consent for services response so that that column will be blank.

00:09:08.189 --> 00:09:18.119
And then check on those records and see if you actually do have a consent response, it's just not been documented in them.

00:09:18.119 --> 00:09:24.384
Because the easiest thing to do is go to your Exceptions tab where it says missing delay reason and go ahead and pop in those delay reasons and certify.

00:09:24.684 --> 00:09:35.424
But what you're doing is you're harming yourself, because, if those consent for services were actually signed and correct and just not documented, then those students are actually not delayed and will not count against you.

00:09:35.754 --> 00:09:44.964
So, it's really important to check that also.

00:09:45.444 --> 00:09:58.649
Just remember, for same day corrections, once you document any kind of correction in a student record, and you want to see a same day update on your report, go to the Student Level Report View detail screen and click update report.

00:10:00.504 --> 00:10:13.764
We're going to hit this consent ad nauseum, because it really is an issue that we're seeing across the state. So again it's important to remember to submit the consent response on the EC Process Consent screen.

00:10:14.394 --> 00:10:25.469
Remember that this is a multiple step process. So, 1st, you'll go into EC Process and then select Consent to create the consent document and have it signed.

00:10:25.469 --> 00:10:36.149
After you finalize the consent document, a PDF doc copy will display on the document screen. Notice that in the screenshot you're looking at there's an open checkbox next to the document.

00:10:36.149 --> 00:10:45.509
This indicates that you finalized the consent document, but the response has not yet been submitted on the EC Process Consent screen.

00:10:45.509 --> 00:10:58.404
After you receive the written response to the consent document, you go back into EC Process Consent to document and submit the response.

00:10:58.494 --> 00:11:06.054
This will create an event on the Student History screen and cut down the
volume of the initial placement delay reason errors that we're seeing.

00:11:09.804 --> 00:11:22.524
So, two quick ways to confirm that your consent response was submitted is
from the Documents screen and the Student History screen. On the
Documents screen, you should see a read E associated with the consent
document.

00:11:22.794 --> 00:11:27.834
This indicates the consent response was submitted on the EC Process
Consent screen.

00:11:28.674 --> 00:11:41.574
On the Student History screen, you should see the Provision of Services
Parental Consent event and Parent Consent (Yes) event, which also
indicates the consent response was submitted on the EC Process Consent
screen.

00:11:41.574 --> 00:11:57.204
So, just remember when you go in and document that response, the 1st
place I would go is to this Student History screen, and just make sure
you see an event align, showing that consent has been submitted and it's
now documented on Student History.

00:12:02.094 --> 00:12:15.894
Okay, so the final step in the consent process is to also upload a copy
of the signed initial consent forms to the Document screen. This is
needed for policy monitoring reviews.

00:12:16.164 --> 00:12:19.194
Patty what else did you say that that was used for?

00:12:19.469 --> 00:12:32.789
If we can hear you, if not, just pop it in the chat. It's used for policy
monitoring reviews, but it also helps us get the form to completed and it
gets them cleaned out for their next submission.

00:12:33.474 --> 00:12:45.384
Thank you. So, please be aware that only uploading the sign consent for
services does not stop your 90 day timeline.

00:12:45.384 --> 00:13:00.204
Submitting the consent response from the EC Process Consent screen, which
creates the Provision of Services Parental Consent event on the Student
History screen is the mechanism that actually stops that 90 day process
when a student is eligible.

00:13:00.204 --> 00:13:12.894
Also, remember that the green check mark on the Student History screen
does not mean an initial placement process is complete. You must confirm
that the Provision of Services Parental Consent event has been created on
the Student History screen. So, that can be really confusing.

00:13:13.314 --> 00:13:21.024
If you go into your Student History, you see the green check mark. You
think you're good, but you're not because you don't have your consent
documented.

00:13:26.399 --> 00:13:32.484
So, this slide is a screenshot of what to look for when you're reviewing
the Student Details tab in the Indicator 11 report.

00:13:32.484 --> 00:13:39.984
So, this is, you just go in, you're going into My Reports, Standard
Reports, you're running your indicator 11 Count.

00:13:40.584 --> 00:13:49.374
And, you're reviewing it for accuracy and confirming that it aligns with
what actually occurred in the process.

00:13:50.544 --> 00:14:01.344
So, for example, check the referral received by school date along with
the referral determination date. 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 would
have occurred on the same day.

00:14:01.344 --> 00:14:27.504
So, earlier when we were talking, Patti, described the situation where
it's usually unlikely, not impossible, that a school system will receive
a referral and then in that very same day be able to gather the team
together and make a referral determination on that same day.

00:14:27.504 --> 00:14:39.414
So, you may want to go back and look at that. And, you can also further
monitor that by reviewing your invitation to conference that was created.
So, if that's prior to the referral, for example if a referral received

by school date and referral determination date are both documented at 11/12/21, but the invitation to conference was 10/25/21, chances are that the referral received by school day was prior to November.

00:14:39.744 --> 00:14:54.444
And in this case, prior to October 25th, and was documented incorrectly in the referral.

00:14:54.719 --> 00:15:05.724
So, to correct that kind of a discrepancy, you will need to finalize a new referral with the correct information.

00:15:05.724 --> 00:15:13.194
Then delete or inactivate the existing referral that has the incorrect information.

00:15:14.424 --> 00:15:28.524
So, getting back to our screenshot, let's look at the column for Number of Days Delayed and the Initial Placement Delay Reasons. So, you can see on your screenshot that Khalilah has filtered out Number of Days Delayed equals 0.

00:15:29.124 --> 00:15:42.474
So, if these students do not have any days delayed, why would we have an initial placement delay reason documented? The number 1 reason why we see that happening is that folks will run their Indicator 11 report.

00:15:42.924 --> 00:15:50.424
They go straight to that exceptions tab and see the students that are missing a delay reason and documented delay reason.

00:15:50.784 --> 00:16:00.054
Then later on either the data manager or teacher, somebody comes in and documents that consent for placement has been received.

00:16:00.684 --> 00:16:12.174
And it cleans up that record and put them back within the 90 days and the student is no longer delayed. However, they've already documented the delay reason, and did not go back in and remove that delay reason.

00:16:12.594 --> 00:16:24.834
So, it's important that you go ahead and run that report check your number of days delayed, check your initial placement delay reasons, and make sure that they are truly delayed because you don't want that to count against you.

00:16:26.274 --> 00:16:40.224
So, be sure to remove the initial placement delay reason from the data
correction screen, if there was no delay, then navigate to the Student
Level Report View detail screen and click update report to clear up that
discrepancy.

00:16:43.349 --> 00:16:59.064
So just remember, don't wait till October to begin reviewing your
Indicator 11 report for accuracy of data. Take this summer to review and
correct any discrepancies in the student records, and routinely review
the Student Details tab in the Indicator 11 report.

00:16:59.849 --> 00:17:14.244
For reevaluations that were incorrectly documented as initial referrals,
be sure to correct those as soon as possible. And hopefully prior to
eligibility forms and other forms being associated with a referral that
you would have to go in and inactivate and create new forms.

00:17:15.474 --> 00:17:30.264
So, really take the time to review that. Sometimes that mistake happens
that instead of doing a reevaluation process, folks will start a whole
new referral and it'll end up in Indicator 11.

00:17:30.749 --> 00:17:37.139
And then you realize, you know what this was not an initial but has been
documented that way.

00:17:37.139 --> 00:17:40.439
The exceptions tab in the Indicator report displays errors in student
records that must be corrected before certifying the data.

00:17:40.439 --> 00:17:51.714
It does not display discrepancies or false delays created by incorrect or
incomplete data entry.

00:17:52.194 --> 00:18:03.294
So, what I'm saying, when I say that is just because you clean up your
exceptions tab, and you get that exception warning and errors down to 0,
it does not mean that you don't have any data errors.

00:18:03.294 --> 00:18:14.579
And that's why it's really, really important to go look at student
details and make sure that everything that you have is everything that
you're submitting and certifying is actually correct.

00:18:15.504 --> 00:18:22.314
Also be sure to delete or inactivate duplicate referral events for the same student record.

00:18:22.434 --> 00:18:33.774
For example, if you see on the student history screen, multiple referral events with the same date, that creates multiple referral IDs on the student level report view and indicator 11.

00:18:34.079 --> 00:18:42.564
The other student history events created from completing the initial placement process will be linked to 1 of the duplicated referral events.

00:18:42.564 --> 00:18:53.124
So, you must determine which referral to keep, and which duplicated referral events to delete. Failure to delete the duplicate referral events will result in a delay for a referral that's not completed.

00:18:53.514 --> 00:19:00.534
So that's an example of a false delay that I previously mentioned.

00:19:00.534 --> 00:19:10.734
So, if you're looking at your Indicator 11 report, you notice that 1 of your children have 2 referrals on the same date and maybe 1 of those referrals is over 15… 200 days.

00:19:11.039 --> 00:19:23.549
Most likely someone created 2 referral forms, and they continue documenting on 1. So, all of your forms in the process is linked to that.

00:19:23.549 --> 00:19:34.679
But the other 1 is just hanging out there. So, you want to make sure that you go in and inactivate that hanging referral event and update your report view.

00:19:34.679 --> 00:19:37.919
Okay.

00:19:37.919 --> 00:19:42.539
To review the Indicator 11 Report Tip Sheet.

00:19:42.539 --> 00:19:49.169
That is… is that the 1 that you just shared? Yes. Okay. So she is sharing the tip sheet.

00:19:49.169 --> 00:20:01.349
This resource provides tips on what to review and look for on the student
details tab and the tip sheet was part of the weekly communication sent
out on 12/15/21.

00:20:02.879 --> 00:20:14.609
Okay, before I move into Indicator 12, Patti, do you have any extra
comments on Indicator 11 and also does can I have any… Does anyone have
any questions?

00:20:29.094 --> 00:20:42.534
Okay, I'm going to move into Indicator 12. Indicator 12 captures data on
students who receive Part C Services and were referred to Part B, during
the July 1, 2021 through June 30th, 2022 reporting period.

00:20:42.534 --> 00:20:58.229
All students must have an IEP developed within 90 days of the referral,
the services actually within… All students must have an developed by
their 3rd birthday.

00:20:58.229 --> 00:21:09.749
All traditional public school units must submit and complete the
Indicator 12 spreadsheet and send that to the ecindicators@dpi.nc.gov by
October 31st.

00:21:09.749 --> 00:21:16.889
Charter schools and State Operated Programs do not need to submit
Indicator 12 this year.

00:21:16.889 --> 00:21:27.509
So, you can currently access the Indicator 12 spreadsheet from the
reporting website. Once you click the link, the file will download as an
Excel spreadsheet.

00:21:28.074 --> 00:21:42.594
Again, only traditional LEAs need to submit the Indicator 12. The
Indicator 12 spreadsheet has a tab with helpful clarifications to assist
with entering the data. And be sure to complete that spreadsheet and send
it to us by October 31st.

00:21:42.594 --> 00:21:56.754
So, we wanted to share with you that even though Indicator 12 is not
reported in ECATS, there are reports that you can use to help you
determine what students are associated with your Indicator 12 report.

00:21:56.754 --> 00:21:59.544
And that would be your Indicator 11 report.

00:21:59.544 --> 00:22:13.254
So, you would run your Indicator 11 report for the 21-22 school year,
just as you normally would. And then you're going to add a column next to
Date of Birth and label it Age as of Referral Date.

00:22:14.849 --> 00:22:25.199
You'll enter the formula, 1 of the formulas that you see below, and you
can copy and paste those directly into your spreadsheet under the header,
Age as of Referral Date.

00:22:25.199 --> 00:22:43.614
If your Excel spreadsheet displays letters as column headings, use the
1st formula. If your Excel spreadsheet displays numbers as column
headings, like it does in the screenshot, use the 2nd formula.

00:22:43.919 --> 00:22:53.339
And this formula calculates the years… in years the difference between
the date of birth, and the referral received by school date.

00:22:56.879 --> 00:23:03.029
Change the format of the cells to number and then select the decimal
places to 2.

00:23:03.864 --> 00:23:14.604
Right click on the cell content and select format cells, and from the
format cells prompt, select the category as number and select decimal
places as 2 then click OK.

00:23:14.604 --> 00:23:29.034
this will allow you to view your students who have not yet turned 3, for
example, at 2.5 year old, and ensure that those students are not rounded
up to age 3. So, that's why you want that decimal to be at number 2. So,
you want 2 decimal places.

00:23:30.149 --> 00:23:48.089
And then you'll filter your age as of referral… I'm sorry, then you'll
copy that formula that you just entered into the cell and then past it
all the way down on that… for all of the students in that column.

00:23:48.089 --> 00:24:01.169
Then you'll filter your Age as of Referral Date by age less than 3 and
include students, any student who is less than 3. referral date by.

00:24:01.169 --> 00:24:05.069
So, that will be your group of students who you would want to report on Indicator 12.

00:24:12.359 --> 00:24:23.574
Be sure to go in and review your data manager contact directory and make any corrections that are needed. If you have any new staff that are working as data managers…

00:24:24.084 --> 00:24:35.544
I believe Khalilah placed the link in the chat, the Google document that walks through those steps of creating that Indicator 12 report out of your Indicator 11 report.

00:24:35.904 --> 00:24:47.244
So, feel free to download that document. And, it walks through that step by step that I just went through with you much easier. If you have the Excel document in front of you and you're walking through it.

00:24:48.839 --> 00:25:00.509
You can continue to access your federal reporting office hours PowerPoint and session recordings from the federal reporting website. And the link is there in the PowerPoint.

00:25:06.414 --> 00:25:11.574
And that is all I have for you today, but we do have a few more minutes.

00:25:11.574 --> 00:25:22.944
So, if anyone has any comments or questions, or, if anyone from has any comments that they would like to share, I'm going to open it up for questions or comments.

00:25:50.129 --> 00:25:55.079
Where can the recording of this video be found? Khalilah, you can go back to that slide.

00:25:58.799 --> 00:26:06.839
So, that's going to be on our website and it's under… so, you'll go to exceptional children.

00:26:06.839 --> 00:26:11.159
And then ECATS, and then under reporting.

00:26:11.159 --> 00:26:12.684
You'll see federal reporting office hours.

00:26:39.209 --> 00:26:41.814
Well, we really appreciate everyone being on today.

00:26:41.814 --> 00:27:02.694
We will hang out until 2:30 in case any follow-up questions happen, but you don't have to hang on unless you want to. Again, we'll post the recording and the PowerPoint for this on the link that Khalilah just provided on our website. And, we just thank you all for your hard work on our indicators. So, thank you.