



**ECATS**

# Monday Message

March 28, 2022

---

## Special Education Module

*Note: This message is a repeat of the March 23, 2022, Director's Weekly Message.*

### April Child Count 2022 Schedule

Correction and Certification Window	
April Child Count opens for all LEAs, Charter Schools, and SOPs	4/1/2022
Deadline for Certification Status	4/22/2022

EC Directors or Data Managers should review the April 2022 Child Count Report for errors such as duplicate records, incorrect age, grade, setting, and disability. Please remember that when certifying the child count, the EC Director is assuring that all data submitted is accurate.

According to the State Auditors, Directors of Exceptional Children Programs and Lead Administrators of Charter schools must certify the child count data. For this to occur, Directors of Exceptional Children Programs must use their "username" and "password" to log into ECATS to verify and certify the child count data. If the EC Director does not certify the count, a signed and scanned verification form must be submitted to Khalilah O'Farrow-Boulware at [khalilah.ofarrow@dpi.nc.gov](mailto:khalilah.ofarrow@dpi.nc.gov). All errors must be corrected, and all Public School Units must certify their submissions no later than April 22, 2022.

Thank you for your attention to this vital transfer of information. If you have questions regarding child count procedures or technical issues while submitting the child count, please contact ZenDesk.

*Note: This message is a repeat of the March 21, 2022, Monday Message.*

### April Federal Reporting Office Hours

As a reminder, the Federal Reporting Office Hours are open from at 10:00 AM and 2:00 PM on the first Wednesday of each month. For the upcoming April Federal Reporting Office Hours, the location to join will change. **This change in meeting location will only be in effect for April.** To join in and ask any questions about the upcoming April Federal Reporting Office Hours, please use the following link: <https://ncgov.webex.com/meet/kelley.steen>.

For previous issues of the ECATS Monday Message, please visit <https://www.dpi.nc.gov/districts-schools/classroom-resources/exceptional-children/every-child-accountability-tracking-system-ecats/monday-messages>.