

# Managing EC Data Institute #13



EVERY CHILD ASPIRES TO SUCCEED

**68th Conference on Exceptional Children**

November 14 – 16, 2018 | Koury Convention Center



# Disclaimer

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68th Conference on Exceptional Children

# EC Systems Team Introductions



68th Conference on Exceptional Children

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# EC Systems Team

- Traci Tillis
- May Gu
- Ashley Herring
- Khalilah O'Farrow-Boulware
- Jennifer Sims
- Sue Ann Stalnaker
- Lorie Flegler
- Stephanie Lawrie

# Tips for Managing CECAS Data



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State Board of Education | Department of Public Instruction

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# Child Search

OPTIONAL CHILDREN DIVISION

*Training*

khalilah ofarrow

Help

Log Out

## Child Search

Search

Search By:

- ☐ Local ID#
- ☐ UID#
- ☐ Partial Information
- ☒ State Wide Search
- ☐ EC Form Search
- ☐ NCStudent ID#

Last Name

student

First Name

new

Middle Name

Date Of Birth

9/5/2000

--Gender--

☒ M ☐ F

City Of Birth

SSN

First DTP/DTaP

Birth Order

Go to...

New

Adv Admin

Family

Infant Toddler Prg

Special Ed

EC Forms

Plans

Select	90Day	Score	UID #	NCStudent ID #	LocalID #	Name	Birth Date	Gender	Eth	Race	Status
<input checked="" type="radio"/>		100	<a href="#">00U7BEJO7N</a>		200868A	Student, New	9/5/2000	M	N	WH7	Active (Services in process)
<input type="radio"/>		100	<a href="#">172275SOQL</a>		12345	Student, New	9/5/2000	M	N	WH7	Pending
<input type="radio"/>		100	<a href="#">COFIR6DBLT</a>		0702	Student, New	9/5/2000	M	N	WH7	Pending
<input type="radio"/>		100	<a href="#">V290E20A6Z</a>		5134	Student, New	9/5/2000	M	N	WH7	Pending



# Child Search

EXCEPTIONAL CHILDREN DIVISION

Training

khalilah ofarrow

Help

Log Out

Child Search

Search

Search By:

☐ Local ID#
 ☐ UID#
 ☐ Partial Information
 ☒ State Wide Search
 ☐ EC Form Search
 ☐ NCStudent ID#

Last Name

NC STUDENT ID

First Name

INCORRECT

Middle Name

Date Of Birth

10/10/2004

--Gender--

☒ M
 ☐ F

City Of Birth

SSN

First DTP/DTaP

Birth Order

Go to...

New

Adv Admin

Family

Infant Toddler Prg

Special Ed

EC Forms

Plans

Select	90Day	Score	UID #	NCStudent ID #	LocalID #	Name	Birth Date	Gender	Eth	Race	Status
<input type="radio"/>	<input checked="" type="radio"/>	100	<a href="#">K86YE4DU58</a>	20041010	10102004	NC STUDENT ID, INCORRECT	10/10/2004	M	N	WH7	Pending

# Child Search

CHILDREN DIVISION

Training

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Help

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Child Search

Search

Search By:

☐ Local ID#

☐ UID#

☒ Partial Information

☐ State Wide Search

☐ EC Form Search

☐ NCStudent ID#

Last Name

First Name

Middle Name

Date Of Birth

--Gender--

City Of Birth

SSN

First DTP/DTaP

Birth Order

Location: Search By

☒ Primary

☐ Secondary

Region

LEA

School

Go to...

New

Adv Admin

Family

Infant Toddler Prg

Special Ed

EC Forms

Plans

Select	90Day	UID #	NCStudent ID #	LocalID #	Name	Birth Date	Gender	Eth	Race	Status
<input checked="" type="radio"/>	<input checked="" type="radio"/>	<a href="#">M9NR19Q87K</a>	8673172	8673172	PK, STUDENT	1/4/2012	M	N	WH7	Active (Services in process)
<input type="radio"/>	<input checked="" type="radio"/>	<a href="#">RQ51WJH789</a>	8673172	8673172	PK, STUDENT	1/4/2012	M	N	WH7	Pending
<input type="radio"/>	<input checked="" type="radio"/>	<a href="#">B913CE2110</a>	8673172	8673172	PK, STUDENT	1/4/2012	M	N	WH7	Pending



# Family Demographics

Family Detail					Delete	Save	Cancel
Relation	LRA	Primary Contact					
D - Mother, Natural or Adopted ▼	<input checked="" type="checkbox"/>	<input type="checkbox"/>					
<b>Last Name</b>	<b>First Name</b>	<b>M.I.</b>	Birth Date	Ethnicity			
Initial Placement	MOTHER	M		[Ethnicity] ▼			
Address Line 1		Address Line 2					
1234 EC FORMS CIRCLE							
City	State	Zip	Primary Language				
CECAS	NC ▼	12345	[Language] ▼				
Home Phone	Work Phone	Cell Phone	Emergency Phone	<b>Primary Contact #</b>			
000-000-0000				Home Phone ▼			
Email							
Comment							

# Special Ed Screen

Special Ed				Record Closure	Save	Cancel
<b>General</b> 10/13/2014 - Current						
<b>Case Manager</b>	Current Status	Current Status Date	Record Closure Reason			
southwest eighteen [IN. ▼]	Referral in Progress	7/23/2018				
<b>Attending School</b>	<b>School Begin Date</b>	<b>Grade</b>	<b>PK Level</b>			
SW-PC Training School ▼	10/13/2014 [Calendar]	07 - Seventh Grade ▼	[Select PK Level] ▼			
<b>Student Placement Type</b>						
[Select Student Placement Type] ▼						
<input type="checkbox"/> Out of State Comparable Services Plan <input checked="" type="checkbox"/> Entitlement <input type="checkbox"/> PRC 29 Eligibility						
<b>Funding Type</b>	<b>Course of Study</b>		<b>Phy. Ed Type</b>		<b>Si</b>	
[Select Funding Type] ▼	[Select Course Of Study] ▼		[Select Phy Education Type] ▼		[Select Special Interest] ▼	
<b>Referral</b>						
Referral Received by School Date	Referral Determination Date	Conduct Evaluation?			90 Day Timeline Ends	
7/23/2018 [Calendar]	7/30/2018 [Calendar]	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Determine Eligibility without Additional Evaluation			10/21/2018	
<b>Evaluation/Re-evaluation</b>						
Consent to Evaluate Date	Consent to Evaluate Purpose		Consent to Evaluate Given			
[Calendar]	[Select Consent To Evaluate Purpose] ▼		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> No Response			
<b>Evaluation Purpose</b>	<b>Eligibility Determination Date</b>	<b>Eligible?</b>	<b>Primary Disability</b>			
Initial ▼	[Calendar]	<input type="checkbox"/> Yes <input type="checkbox"/> No	[Select Primary Disability] ▼			

# Special Ed Screen

Special Ed				Record Closure	Save	Cancel
<b>General</b> 10/13/2014 - Current						
<b>Case Manager</b>		Current Status	Current Status Date	Record Closure Reason		
khalilah ofarrow		Referral in Progress	7/23/2018			
Attending School	School Begin Date	Grade	PK Level			
SW-PC Training School	10/13/2014	07 - Seventh Grade	[Select PK Level]			
Student Placement Type						
[Select Student Placement Type]						
<input type="checkbox"/> Out of State Comparable Services Plan <input checked="" type="checkbox"/> Entitlement <input type="checkbox"/> PRC 29 Eligibility						
Funding Type	Course of Study		Phy. Ed Type		Si	
[Select Funding Type]	[Select Course Of Study]		[Select Phy Education Type]		[Select]	
<b>Referral</b>						
Referral Received by School Date	Referral Determination Date	Conduct Evaluation?			90 Day Timeline Ends	
7/23/2018	7/30/2018	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Determine Eligibility without Additional Evaluation			10/21/2018	
<b>Evaluation/Re-evaluation</b>						
Consent to Evaluate Date	Consent to Evaluate Purpose		Consent to Evaluate Given			
	[Select Consent To Evaluate Purpose]		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> No Response			
Evaluation Purpose	Eligibility Determination Date	Eligible?	Primary Disability			
[Select Evaluation Purpose]		<input type="checkbox"/> Yes <input type="checkbox"/> No	[Select Primary Disability]			

# Special Ed Screen

Not secure | trainingapp.nccecas.org/Cecas/Index.aspx?GUID={B7137DCB-9FDE-4160-...}

Carolina Public CECAS Home School Health Asana PMA Monitoring Assi

» Other bookmarks

EXCEPTIONAL CHILDREN DIVISION **Training** khalilah ofarrow Help Log Out

Special Ed Family Infant Toddler Prg Special Ed EC Forms Plans

Special Ed Demographics

UID#	Local ID#	Child's Name	DOB	Mos--Age--Yrs	Brth Ordr	Gender
Z340J2X118	1222001	TRAINER INITIAL PLACEMENT	01/22/2005	165.0 / 13.7		M
Phone	Email	Eligibility	ITP Case Manager	Special Ed Case Manager		
000-000-0000		Special Ed		<a href="#">ko trainer</a>		
Address	CDSA / County	Region / LEA / School				
1234 EC FORMS CIRCLE CECAS, NC 12345	None	Central / CR-EC Training LEA / CR-PC Training School				

Special Ed Exit Save Cancel

General 8/15/2017 - Current

Case Manager	Current Status	Current Status Date	Exit Reason
ko trainer	Active (Services in process)	4/26/2018	

# Special Ed Screen

Special Ed				Exit	Save	Cancel
General 8/15/2017 - Current						
<b>Case Manager</b>	<b>Current Status</b>	<b>Current Status Date</b>	<b>Exit Reason</b>			
ko trainer ▼	Active (Services in process)	4/26/2018	<input type="text"/>			
<b>Attending School</b>	<b>School Begin Date</b>	<b>Grade</b>	<b>PK Level</b>			
CR-PC Training School ▼	8/14/2017	07 - Seventh Grade ▼	[Select PK Level] ▼			
<b>Student Placement Type</b>						
[Select Student Placement Type] ▼						
<input type="checkbox"/> Out of State Comparable Services Plan						
<input checked="" type="checkbox"/> Entitlement						
<input type="checkbox"/> PRC 29 Eligibility						

# Special Ed Screen

**Special Ed** Record Closure Save Cancel

**General** 8/26/2016 - Current

**Case Manager** Current Status Current Status Date Record Closure Reason

conf22 EC No EC Services - Referral for Evaluation 8/26/2016

**Attending School** School Begin Date Grade PK Level

CR-PC Training School 8/26/2016 03 - Third Grade [Select PK Level]

EXCEPTIONAL CHILDREN DIVISION **Training** khalilah ofarrow Help Log Out

Special Ed - Status - Google Chrome - □ ×

Not secure | trainingapp.nccecas.org/Cecas/DM/C...

**Record Closure Reason** Save Close

**Record Closure Reason**  
Reset for Referral ▼

**Record Closure Date**  
8/26/2016

**Demographics**

DOB	Mos--Age--Yrs	Brth Ordr	Gender
02/14/2008	128.2 / 10.6		M

**ITP Case Manager** **Special Ed Case Manager**  
 r Infant conf22 EC  
 n Record

**Region / LEA / School**  
 Central / CR-EC Training LEA / CR-PC Training School

Record Closure Save Cancel

**Current Status Date** Record Closure Reason  
 8/26/2016



# Special Ed Screen

Special Ed

Cancel

General

8/26/2016 - Current

Case Manager

Current Status

Current Status Date

Record Closure Reason

conf22 EC

No EC Services - Referral for Evaluation

8/26/2016

Reset for Referral

OPTIONAL CHILDREN DIVISION

Training

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Help

Log Out

Region/LEA

Demographics

Family

Infant Toddler Prg

Special Ed

EC Forms

Plans

UID#	Local ID#	Child's Name	DOB	Mos--Age--Yrs	Brth Ordr	Gender		
9QUN73672V	2142008	NW TWO RESET REFERRAL	2/14/2008	128.2 / 10.6		M		
Phone	Email	Eligibility	ITP Case Manager	Special Ed Case Manager				
		No Special Ed or Infant Toddler Program Record		<a href="#">conf22 EC</a>				
Address	CDSA / County	Region / LEA / School						
, NC	None	Central / CR-EC Training LEA / CR-PC Training School						

Child Region / LEA

Set CDSA/County

Transfer In

New

Schools

Cancel

Select	Type	Record Type	Begin Date	End Date	Region / LEA
--------	------	-------------	------------	----------	--------------

# Special Ed Screen

## Transfer In

Save

Cancel

### Please Read!

You are about to Transfer-In *NW TWO RESET REFERRAL* into your Region/LEA/School. This child is currently in the Central / CR-EC Training LEA / CR-PC Training School [ Status Begin Date as of 8/26/2016 ].

*NW TWO RESET REFERRAL*'s Special Ed and Program/Service records has been made available for your LEA. You will not be able to update Plans or DEC4 record created in Central / CR-EC Training LEA / CR-PC Training School.

### EC Process

☒ New

### Transfer In Date

### Region

[Select Region]

### LEA

[Not Found]

### School

[Not Found]

### Grade

[Select Grade]

### Student Placement Type

[Select StudentPlacementType]

# Group Activity



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# Activity Share Time



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# PowerSchool and CECAS



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# Student Screen in PS

List (321)

Start Page > Student Selection > EC Data

Information

Access Accounts

Addresses

Attachments

Custom Screens

Demographics

Emergency/Medical

Family

Health

Modify Info

Other Information

Student Email

Parents

Photo

State/Province - NC

Transportation

AIG Program

NC Information

Athletics

Immigrant

Military

Awards

Accommodations

Academics

Contacts

EC Data

EC Data

Send Demographics to EC	Yes
Primary Disability	
Secondary Disability	
Plan Type	IEP
Environmental Setting	RECP2
Program/Services Begin Date	03/06/2017
Program/Services End Date	03/06/2017
Exit Date	03/05/2017
Exit Reason	TR
Test and Accommodations	

Legend

Icons - Date Entry



# Remove Exit Date in PS

1. Select Students
2. Navigate to "Student Field Value" from drop down on "student selection" screen
3. Set "Field to Change" to S\_NC\_EC.Exit Date
4. Set "New Field Value" to "clearfieldvalue" by "checking" the "clear field value" box
5. Press submit
6. Press back

# Remove Exit Date in PS

## Start Page



PowerSchool Training Videos

The free October Professional Development Plus (PD+) videos are available! Click here to view.

Students

Staff

Parents

student\_number=



SN

☐

Advanced

☐

Include Remote Enrollments View Field List [?]

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

-8 -7 -6 -5 -4 -3 PK3 PK4 K 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 M F All Statewide Student Search Stored Searches Stored Selections Multi Select

### Current Student Selection (1)

Student

Grade Level

Date of Birth

School

Select By Hand

Student Field Value

[?]

# Remove Exit Date in PS

[Start Page](#) > [Special Functions](#) > [Group Functions](#) > [Student Field Value](#)

Student Field Value

1 Students are selected

Option	Value
Field To Change (Fields)	<div>S_NC_EC_EC_EXIT_DATE</div>
New Field Value	<div><div>clearfieldvalue</div><div><input checked="" type="checkbox"/> Clear Field Value</div></div> <div>Insert * to use the current field value with the new field value.</div>
Options	<div><input type="checkbox"/> Do not overwrite existing data.</div>

WARNING: This change is irreversible.

Submit

Legend

Icons - Date Entry

# Remove Exit Date in PS



PowerSchool

**Alert:**

---

Completed.

[Back](#)

# Remove Exit Reason in PS

1. Review student selection and field change, and then press submit
2. Set "Field to Change" to S\_NC\_EC.ExitReason
3. Set "New Field Value" to "clearfieldvalue" by "checking" the "clear field value" box
4. Press submit
5. Review student selection and field change, and then press submit



# Remove Exit Reason in PS

Start Page > Special Functions > Group Functions > Student Field Value



## Student Field Value

1 Students are selected

Option

Value

Field To Change (Fields)

S\_NC\_EC\_EC\_EXIT\_REASON

New Field Value



Clear Field Value

Insert \* to use the current field value with the new field value.

Options



Do not overwrite existing data.

WARNING: This change is irreversible.

Submit

## Legend

Icons - Date Entry



# Reset the YES Flag in PS

1. Select Students
2. Navigate to "Student Field Value" from drop down on "student selection" screen
3. Set "Field to Change" to S\_NC\_EC.EC\_REFERRED
4. Set "New Field Value" to "clearfieldvalue" by "checking" the "clear field value" box
5. Press submit
6. Review student selection and field change, and then press submit
7. Go back to the student search page and click on the student
8. Select Yes on the EC data screen to re-send the info to CECAS

# Reset the Yes Flag in PS

## Start Page



PowerSchool Training Videos

The free October Professional Development Plus (PD+) videos are available! Click here to view.

Students Staff Parents

student\_number=



SN

☐

Advanced

☐

Include Remote Enrollments View Field List [?]

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

-8 -7 -6 -5 -4 -3 PK3 PK4 K 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 M F All Statewide Student Search Stored Searches Stored Selections Multi Select

### Current Student Selection (1)

Student	Grade Level	Date of Birth	School

Select By Hand Student Field Value [?]

# Reset the Yes Flag in PS

Start Page > Special Functions > Group Functions > Student Field Value

## Student Field Value

1 Students are selected

Option	Value
Field To Change (Fields)	<input type="text" value="S_NC_EC_EC_REFERRED"/>
New Field Value	<input type="text"/>
	<input checked="" type="checkbox"/> Clear Field Value Insert * to use the current field value with the new field value.
Options	<input type="checkbox"/> Do not overwrite existing data.

WARNING: This change is irreversible.

### Legend

Icons - Date Entry

# EC Data Screen in PS

List (321)

Start Page > Student Selection > EC Data

Information

Access Accounts

Addresses

Attachments

Custom Screens

Demographics

Emergency/Medical

Family

Health

Modify Info

Other Information

Student Email

Parents

Photo

State/Province - NC

Transportation

ALG Program

NC Information

Athletics

Immigrant

Military

Awards

Accommodations

Academics

Contacts

EC Data

EC Data

Send Demographics to EC	No
Primary Disability	
Secondary Disability	
Plan Type	IEP
Environmental Setting	RECP2
Program/Services Begin Date	03/06/2017
Program/Services End Date	03/06/2017
Exit Date	
Exit Reason	

Test and Accommodations

Legend

Icons - Date Entry

# CECAS Student Exits: Tips and Reminders



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# Exits: Tips & Reminders

- Current plan prior to Exit Date
- Correct exit reason via Correct Accidental Exit option in Advanced Admin
- Close/verify all other forms prior close/verifying Re-eval DEC3 (not eligible)



# CECAS Student Transfers: Tips and Reminders



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# LEA Transfers: Tips & Reminders

- T2-Transferring Child Records
  - ✓ Set Region/LEA process
  - ✓ Transfer In process
  - ✓ Set Primary Sp Ed process
- Before transferring students with Active status, contact previous LEA to exit student

# Out of State Transfers: Tips & Reminders

- Conduct State Wide Search for student record
- Document Comparable Services Plan
- Document initial placement process

# Out of State Transfers: Tips & Reminders

**Special Ed**

Record ClosureSaveCancel

General10/10/2017 - Current

Case Manager

Current Status

Current Status Date

Record Closure Reason

khalilah ofarrow

Pending

10/10/2017

Attending School

School Begin Date

Grade

PK Level

SW-PC Training School

10/10/2017

12 - Twelfth Grade

[Select PK Level]

Student Placement Type

[Select Student Placement Type]

☐ Out of State Comparable Services Plan

☒ Entitlement

☐ PRC 29 Eligibility

trainingapp.nccecas.org says

A Comparable Services Plan describes services that are provided to a student who transfers with an IEP from another state. A Comparable Services Plan can only be added when the status of the record is Pending, Referral in Progress, Determining Eligibility, or Developing a Plan. Do you wish to add a Comparable Services Plan now?

OK

Cancel

# Preparing for Active Child Count: Review of Reports



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# Active Child Count Timelines

- 12/3/18 - December Child Count opens
- 12/14/18 - December Child Count closes
- Includes students with Active status and current Plan on or before December 1
- Includes non-active students with Comparable Services Plan on or before December 1



# Active Child Count Timelines

- April Child Count submission window during 1st three weeks in April
- Includes students with Active status and current Plan on or before April 1
- Includes non-active students with Comparable Services Plan on or before April 1

# Active Child Count Reminders

- December 2018 Test Count is currently available
- Test Counts allows time to review the submission data and correct errors corrections within CECAS or from your vendor prior to the live submission.
- Your initial submission is not expected to be error free

# Active Child Count Reminders

- Submission data error - "The student's age is invalid for the Primary Educational Setting"
- Error message displays for students now age 6 with early childhood educational setting documented in current plan

# Active Child Count Reminders

- Correct error from the On-line Data Error Correction screen
- Select the school-age setting based on the actual percentage of time with non-disabled peers



# Active Child Count Reports

- Active Student Services Count Report
- Closed Services By Student Report
- Periodic Count Export Student List Report
- Case Manager Student List Report

# Active Child Count Reports

▲ Reports	
▶ Infant Toddler Program	
▶ Special Ed	
<a href="#"><u>Active Student Services</u></a>	<a href="#"><u>Periodic Count Export Student List</u></a>
<a href="#"><u>Closed Services By Student</u></a>	<a href="#"><u>Periodic Count Export Provider List</u></a>
<a href="#"><u>Medicaid Eligibility List</u></a>	<a href="#"><u>Case Manager Student List</u></a>



# Active Student Service Report

## Active Student Services Report

[Preview](#)

### As Of Date



### Region

### LEA

Kannapolis City Schools  
Lincoln County Schools  
Montgomery County Schools  
Moore County Schools  
Richmond County Schools  
Rowan-Salisbury Schools  
Scotland County Schools  
Stanly County Schools  
SW-EC Training LEA  
Union County Public Schools

### School

[ALL]  
SW-EC Training (LEA)  
SW-PC Training School

### Grade

[Grades - All]  
KI - Kindergarten  
01 - First Grade  
02 - Second Grade  
03 - Third Grade  
04 - Fourth Grade  
05 - Fifth Grade  
06 - Sixth Grade  
07 - Seventh Grade  
08 - Eighth Grade

### Sort By

### Group By

# Active Student Service Report

## Active Student Services

Date: 12/1/2018

Time: 05:54 PM

### Search Criteria

As Of Date: 12/1/2018  
Region: SW - Southwest  
LEAs: 888 - SW-EC Training LEA  
Schools: All  
Selected Grades: ALL  
Exceptionality Selected: All  
Grouped By: School  
Sorted By: Student Last Name, Student First Name  
ReportType: Summary  
LEA/School Type: Primary

Student Name	Date of Birth	Grade	Pri Excp	Sec Excp	Prog/Srv Begin Date	Prog/Srv End Date	Next Eval Date
--------------	---------------	-------	----------	----------	---------------------	-------------------	----------------

Total Number of students in SW-PC Training School	2
---	---

Total Number of students in SW-EC Training LEA	2
--	---

Total Number of students :	2
----------------------------	---

# Closed Service By Students Report

## Closed Services By Student Report

[Preview](#)

Region	LEA	School
Central ▼	<div>Charter - Willow Oak Montessori ▲</div> <div>Charter - Woods Charter</div> <div>Chatham County Schools</div> <div>CR-EC Training LEA</div> <div>Durham Public Schools</div> <div>EC Division Training LEA</div> <div>Franklin County Schools</div> <div>Granville County Schools</div> <div>Guilford County Schools</div> <div>Harnett County Schools ▼</div>	<div>[ALL] ▲</div> <div>EC Division Training (LEA)</div> <div>EC Division Training School ▼</div>

Grade	Sort By
<div>[Grade - All] ▲</div> <div>KI - Kindergarten</div> <div>01 - First Grade</div> <div>02 - Second Grade</div> <div>03 - Third Grade</div> <div>04 - Fourth Grade</div> <div>05 - Fifth Grade</div> <div>06 - Sixth Grade</div> <div>07 - Seventh Grade</div> <div>08 - Eighth Grade ▼</div>	<div>Student Name ▼</div>

# Closed Service By Students Report

### Closed Services by Student

**Date:** 10/26/2018

Time: 10:04 AM

## Search Criteria

<b>Region:</b>	CR - Central
<b>LEA:</b>	747 - EC Division Training LEA
<b>Schools:</b>	747001 - EC Division Training School
<b>Selected Grades:</b>	ALL
<b>Sorted By:</b>	Student Name

Student Name	SSN	Dis	Date of Birth	Age	Last IEP	Last Eval IEP	Att LEA	School
[REDACTED]		LD	03/15/2007	11.6	10/3/2014		EC Division Training LEA	EC Division Training School
1 Math								
[REDACTED]		LD	02/07/1998	20.7	10/9/2013		EC Division Training LEA	EC Division Training School
1 Math								
2 Speech/Language Therapy								
[REDACTED]		OH	03/03/2004	14.7	10/26/2012		EC Division Training LEA	EC Division Training School
1 Reading								

**Total Number of Students: 3**

# Periodic Count Export Student List Report

Periodic Count Export Student List Report			Preview
<b>Region</b>	<b>LEA</b>	<b>School</b>	
Southwest ▼	SW-EC Training LEA ▼	[ALL] SW-EC Training (LEA) SW-PC Training School	
<b>Count Period</b>	<b>Grade</b>	<b>Sort By</b>	
December 2014 Test Count ▼	[Grade - All] KI - Kindergarten 01 - First Grade 02 - Second Grade 03 - Third Grade 04 - Fourth Grade 05 - Fifth Grade 06 - Sixth Grade 07 - Seventh Grade 08 - Eighth Grade	School ▼	
<b>Entitlement</b>			
<input checked="" type="radio"/> Active (Including Comparable Services) <input type="radio"/> Exited		Entitled ▼	

# Periodic Count Export Student List Report

### Special Ed - Periodic Count Export Student List

## Active Students

Date:

Time: 05:51 PM

## Search Criteria

Region: SW - Southwest

LEA: 888 - SW-EC Training LEA

Schools: [All]

Count Period: December 2014 Test Count

**Selected Grades:** [All]

Sorted By: School

Entitled:	Entitled
-----------	----------

<b>Student Name</b>	<b>Date of Birth</b>	<b>Gender</b>	<b>Reported Race</b>	<b>Primary Handicapping Condition</b>	<b>Age</b>	<b>School</b>	<b>Grade</b>
[REDACTED]	09/22/2001	M	Asian	OH - Other Health Impairment	13.16	SW-PC Training School	06
[REDACTED]	07/07/1998	M	American Indian or Alaska Native	OH - Other Health Impairment	16.33	SW-PC Training School	09
[REDACTED]							
<b>Total No.of Students at the LEA Level:</b>							<b>2</b>
<b>Total No.of Students Reported:</b>							<b>2</b>



# Case Manager Student List Report

## Case Manager Student List Report

[Preview](#)

<b>Region</b>	<b>LEA</b>	<b>School</b>
Southwest ▼	SW-EC Training LEA ▼	[ALL] ▼
<b>Grade</b>	<b>Case Manager</b>	<b>Exceptionality</b>
[ALL] 01 - First Grade 02 - Second Grade 03 - Third Grade 04 - Fourth Grade 05 - Fifth Grade 06 - Sixth Grade 07 - Seventh Grade 08 - Eighth Grade 09 - Ninth Grade	ten, southwest Thapa, SouthWest [Inactive] Thapa, State thirteen, southwest three, southwest Tolar, Linda [Inactive] Trainee, 1 Trainee, 2 Trainee, 3 trainer, ko	[ALL] ▼
<b>Group By</b>	<b>Sort By</b>	<b>Report Type</b>
School ▼	Student ▼	<input type="radio"/> Detailed <input checked="" type="radio"/> Summary

# Case Manager Student List Report

## Case Manager Student List Report

Date :

Time : 5:58 PM

### Search Criteria

**REGION:** SW - Southwest  
**LEA:** 888 - SW-EC Training LEA  
**School:** All  
**Case Manager:** trainer, ko  
**Selected Grades:** All  
**Exceptionality Selected:** All  
**Group By:** School  
**Sorted By:** Student Last Name, Student First Name  
**Report Type:** Summary

**Case Manager: trainer, ko**

**Total Number of Students: SW-EC Training (LEA)** 12

**Total Number of Students: SW-PC Training School** 41

**Total Number of Students:** 53

# Group Activity



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# Activity Share Time



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# Questions



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# Lunch Break



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# Preparing for ECATS: NCEdCloud IAM (Staff and Contractors)



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# Staff

- PowerSchool
- HR
- Payroll

<http://www.ncpublicschools.org/cedars/uniqueid/>

# Contractors

- LEA or charter schools can add and edit non-payroll staff in the UID Staff
- System to retrieve a Staff ID. This is only to be used for staff who are not included in the LEA's payroll system and who need to be issued a Staff ID.

<http://www.ncpublicschools.org/docs/cedars/uniqueid/staff/training/non-payroll-staff.pdf>  
<http://www.ncpublicschools.org/docs/cedars/uniqueid/staff/training/non-payroll-staff.pdf>

# Key Information

## General Information fields:

- First Name – Required
- Middle Name – Recommended
- Last Name – Required
- Suffix – Recommended, use values of Jr, Sr, I, II, III etc.
- Full Staff Name – Optional
- Previous Last Name – Recommended, provide when a staff member's last name changes
- Itinerant Teacher – Leave Blank



# Key Information

## Personal Information fields:

- Gender – Required
- Date of Birth – Required, format is MM/DD/YYYY
- SSN – Recommended, format is 9 characters without dashes (-)
- Ethnic Code – Required, select from the dropdown listing. Use only the values that begin with 'Hisp' and 'Non-Hisp'.
- Ethnicity Subgroup – Leave Blank

# Key Information

## Personal Information fields:

- Highest Degree Earned – Leave Blank
- Address 1 – Optional
- Address 2 – Optional
- City – Optional
- State – Optional
- Zip Code – Optional



# Key Information

## Vocational Information:

- **District Code** – Required, use the three-digit LEA or Charter School code
- **Active** – Required, select **Yes** or No
- **School Code** – Required, if there is no specific school, use 000. There are certain reporting exceptions for staff members who are part of an LEA or charter school central office.

# Key Information

## Vocational Information:

- Hire Date – Leave Blank
- **Annual Salary (Object Purpose Code)** – If the staff member is to be involved in the evaluation process and/or **ECATS** then this seven-digit value will need to be provided. This value is a combination of the staff member's **three-digit object/job code** and four-digit purpose code. If the staff member in question does not need to be a part of the evaluation process and/or ECATS, this field can be left blank.

<http://www.ncpublicschools.org/docs/fbs/finance/salary/salarymanual.pdf>

<http://www.ncpublicschools.org/docs/fbs/finance/salary/salarysectionscandd18-19.pdf>

# my.ncedcloud.org

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PowerSchool Admissions ⓘ



PowerSchool Student ⓘ



PowerTeacher - ... ⓘ



TNL Test Environment ⓘ



Schoolnet - Dev ⓘ



ECATS - ⓘ



ECATS - ⓘ

Catei

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# Accessing Staff UID



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**NC Staff Identification System**  
Help Desk – 919-807-4357

Login Id :

Password :

Login

[NC Public Schools](#) :: [HelpDesk](#)

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v. 3.1.6

[NC Staff Identification System \(Production\)](#)



# Verifying Active and Object/Job Code



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**NC Staff Identification System**  
Help Desk – 919-807-4357



- Menu**
- [Home Page](#)
- [Add Staff](#)
- [Download](#)
- [My Batches](#)
- [My Staff](#)
- [Search](#)
- [Upload File](#)
- Admin Menu**
- [Batch Manager](#)

[General Information](#)

[Personal Information](#)

[Vocational Information](#)

[History Information](#)



[Upload Image](#)

Staff ID:

First Name:

Middle Name:

Last Name:

Suffix:

Date Of Birth:

Full Staff Name:

Previous Last Name:

Itinerant Teacher:

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# Verifying Active and Object/Job Code

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- Download
- My Batches
- My Staff
- Search
- Upload File

**Admin Menu**

- Batch Manager

[General Information](#)[Personal Information](#)[Vocational Information](#)[History Information](#)



Upload Image

**County Schools - 000****Schools**

Job Class:

Hire Date:

Annual Salary: 1136201

Alternate Staff ID:

Active: No

Last Update Date:

**County Schools - 860****Staff**

Job Class:

Hire Date:

Annual Salary: 1136201

Alternate Staff ID:

Active: Yes

Last Update Date:

Add New Location

Back



# Questions



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# **ECATS Overview: Presented by PCG**



# Questions



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**Thanks  
for  
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