

Federal Reporting Office Hours

Special Programs and Data

October 2021

WELCOME TO THE FEDERAL DATA Q&A

We are here to answer your questions!

Feel free to type in the chat or unmute and ask anything you like!



Indicator 11

Child Find

Indicator 11: Reminders

- Opened October 1st and closes October 29th
- Captures the percent of students for whom a referral was received, and placement determined within 90 days
- The delay reason “COVID-19” is still available under the data collection screen and can be used when appropriate. Selecting this delay reason will not result in a higher final percentage rate and will still require districts to follow up with their monitoring consultant to ensure eligibility and placement decisions are made as soon as possible.
- **Expectation that EC Director/Coordinator certifies Exit Count on or before October 29th**

Indicator 11: Resources

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

Resources

Review the License Agreement Upload File(s) Delete/Update Documents

Document Type	Document Name	Date	Author
Federal Reporting	ECATS Indicator 11 Reporting - Exceptions Tab Guide	10/26/2020	Beth Burris
Federal Reporting	ECATS Indicator 11 Reporting - Updating Initial Delay Reason Guide	10/13/2020	Beth Burris
Federal Reporting	ECATS Indicator 11 Reporting - Errors and Warnings Guide	10/13/2020	Beth Burris
Federal Reporting	ECATS Indicator 11 Reporting - FAQ Guide	10/13/2020	Beth Burris
Federal Reporting	ECATS Training Federal Reporting Webinar Videos - Last Updated 10/11/2020	10/13/2020	Beth Burris



ECATS Federal Reporting Webinar Videos

Link/Topic & Description	Module	Release Date
ECATS Webinar – Indicator 11 Reporting This video will demonstrate the process for Indicator 11 Reporting. We will review: <ul style="list-style-type: none"> Student scenarios included in the report How to run the report How to read the report How to resolve exceptions How to exclude student record How to certify the Indicator 11 report after exceptions have been resolved 	Special Education	October 11, 2020

Indicator 11: Resources

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

[ECATS Indicator 11 Reporting - FAQ Guide](#)

[ECATS Indicator 11 Reporting - Errors and Warnings Guide](#)

[ECATS Indicator 11 Reporting - Updating Initial Delay Reason Guide](#)

[ECATS Indicator 11 Reporting - Exceptions Tab Guide](#)

Indicator 11 FAQ Guide

Indicator 11 Errors and Warnings

1. Why is a student is appearing in the Delayed Subtraction Category, when she had an IEP within the 90-day timeline?

- Troubleshooting:** Check that the student has a Consent for Services within the 90-day timeline. The Consent is required for a student to appear in the Eligible Subtraction Category.
- Resolution:** A Consent for Services is created within the 90-day timeline

2. Why is a student is appearing in the Exclusions Prior to 90 Day timeline Subtraction Category, when he has not left the district during the Referral process?

- Troubleshooting:**
 - Check the Student History for the Enrollment Date event and compare it to the Referral event date. There have been cases when the enrollment date sent by PowerSchool is future dated and appears after the Referral event date.
 - Alternately, filter Consent for Services does not equal null and Subtraction Category equals "Exclusions Prior to 90 day timeline". These students should, most likely, be in a different Subtraction Category, as the Referral to Consent timeline was completed.

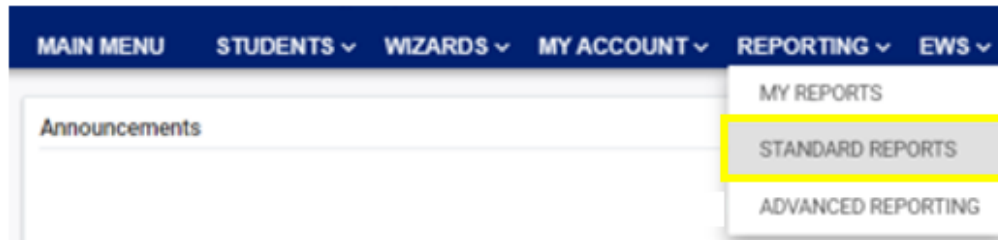
1	11/26/2019	IEP	11/27/2019	11/18/2020	IEP Document (IEP)	11/26/2019 15:21 (211 Days)
1	11/26/2019	Notification - IEP			Consent to Evaluate (IEP)	11/26/2019 15:27 (211 Days)
1	11/26/2019	Eligibility Determination	11/26/2019	11/26/2022	Eligibility Determination (IEP)	11/26/2019 15:19 (211 Days)
1	09/18/2019	Transportation Form	09/28/2019	09/18/2020	Transfer / Import	09/28/2019 0:57 (270 Days)
1	09/18/2019	Notification - IEP			Consent to Evaluate (IEP)	09/18/2019 09:58 (280 Days)
1	09/18/2019	Student Enrollment			Transfer / Import	09/09/2019 01:02 (320 Days)
1	08/15/2019	Notification - IEP			Consent to Evaluate (IEP)	08/15/2019 08:58 (314 Days)
1	08/15/2019	Referral			Eligibility Determination (IEP)	08/15/2019 08:48 (314 Days)
7	08/09/2019	Grade Change (Undergraduate)	08/09/2019		Transfer / Import	08/09/2019 03:23 (320 Days)
1	08/09/2019	School Change (Elementary)	08/09/2019		Transfer / Import	08/09/2019 03:23 (320 Days)

- Resolution:** Update the Enrollment event date on the Student History page to reflect the date when the student entered the school system (before the Referral received by school date).

Warning Type	Exception	Action
Error	Duplicate Referral	Same student ID and same referral date exists on another LEA's Indicator 11. Work with other LEA where student shows as duplicated to determine which district needs to resolve this via exclusion in ECATS.
Warning	Potential Duplicate Referral	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.
Error	School Code is Blank	Student is missing a school code. Update this in PowerSchool.
Error	Grade is Blank	Student is missing a grade code. Update this in PowerSchool
Error	School Student Placement	Student's school code is Private and Enrollment Type is Null. Update this on the Personal Info screen in ECATS.
Error	Referral Received by School Date Must be After the Date of Birth	Student's Referral Date is before their Date of Birth. Update this in PowerSchool (DOB) or ECATS (Referral)
Error	Referral Determination Date Must be >= Referral Received by School Date	Students' Referral Determination Date is less than their Referral Date. Update this in ECATS on the Student History screen.
Error	Consent to Evaluate Date Must be >= Referral Received by School Date	Student's Consent to Evaluate is less than Referral Date. Update this in ECATS on the consent page. Once corrected, delete the student event with the incorrect date.
Warning	Consent to Evaluate Date Required	Ignore this error. This error is only a warning and will not prevent certification.
Warning	Consent to Evaluate Purpose Required	Ignore this error. This error is only a warning and will not prevent certification.
Error	Consent to Evaluate Given Required	Update this in ECATS on the consent page. Once corrected, delete the student event with the incorrect information.
Error	Consent to Evaluate is N, Referral for Evaluation be N.	Student's Consent to Evaluate Response is "No" and a Referral for Evaluation Response of "No". Update this in ECATS. Either change the Referral for Evaluation to "Yes" or delete the Consent to Evaluate Response Event. Once an IEP team determines No Evaluation is needed, the 90 day timeline ends and no further information should be recorded.
Error	Evaluation Purpose can not be Null	Student has an Eligibility Date but their Evaluation Purpose is null. Update this in ECATS. Evaluation purpose must be Initial for inclusion on Indicator 11.
Error	Eligibility Date Must be >= Referral Received by School Date	Student's Eligibility Date is less than their Referral Date. Update this in ECATS.

Indicator 11 Report

- Indicator 11 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)
	Contacts Report (PDF)	Progress Report Status (PDF)
Special Education	ESY By School By Case Manager (xls)	Projected/Missed Eligibility Meetings (xls)
	ESY by Service (xls)	Projected/Missed IEP Meetings (xls)

Indicator 11 Report

MAIN MENU STUDENTS WIZARDS MY ACCOUNT REPORTING EWS ADMIN

SCHOOL SYSTEM REPORTING SYSTEM INFO SUMMARY ADMINISTRATION

Reports - Indicator 11

Data Set: Transactional/EDPlan

Count Period: Indicator 11 | October 2021 | 07/01/2020 - 06/30/2021

CHECK ALL CHECK NONE

Schools: ☐ DPI FTE School ☐ Graduated Students

Detailed Student Listing: ☒

Include Summary Calculations ☒

Include Exception/Validation Report ☒

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.

Indicator 11 Report

MAIN MENU STUDENTS WIZARDS MY ACCOUNT REPORTING EWS

Announcements

MY REPORTS
STANDARD REPORTS
ADVANCED REPORTING

MAIN MENU STUDENTS WIZARDS MY ACCOUNT REPORTING EWS ADMIN

Reports

Report	Date Created	Created By
Indicator 11	10/05/2021	Khalilah Sabreen O'Farrow

	1	2	3	4	5	6	7	8
1	Region	District	School	Lastname,Firstname	Middle Initial	StudentID	Is Duplicated	Potential Duplicates
2	Region ECATS	ECATS Academy	ECATS Academy	Lastname,Firstname	Middle Initial	abcdefg		
3	Region ECATS	ECATS Academy	ECATS Academy	Lastname,Firstname	Middle Initial	hijklmn		
4	Region ECATS	ECATS Academy	ECATS Academy	Lastname,Firstname	Middle Initial	opqrs		
5	Region ECATS	ECATS Academy	ECATS Academy	Lastname,Firstname	Middle Initial	tuvwxyz		
6								
Student Details Summary Calculations Exceptions (+)								

Ind 11 Report: Common Exceptions

- Consent to Evaluate Date Required/Consent to Evaluate Purpose Required
 - ✓ These are warnings; no action needed
- Is Duplicated
 - ✓ LEA that initiated the referral within reporting period includes student in their Indicator 11
 - ✓ LEA with the student that transferred in with a referral that was initiated in the previous LEA within reporting period excludes student from their Indicator 11
- Initial Placement Delay Reason is Required
 - ✓ Check the Student History screen for the Provision of Services Parental Consent event
 - ✓ Check the Data Collection screen > Part B Referral

Ind 11 Report: Common Exceptions

Initial Placement Delay Reason is Required

- Check the Student History screen for the Provision of Services Parental Consent event

Student History	
Event Date*	Event Type
11/19/2020	IEP
11/19/2020	Notification - IEP
11/19/2020	Eligibility Determination
10/06/2020	Notification - IEP
10/06/2020	Referral

Consent for Services

[CREATE CONSENT FOR SERVICES](#)



Use the link directly above to create a final parent/guardian/student consent for services document. Then submit the response information in the fields directly below.

Parent/Guardian/Student Consent for Services Response:

Parent/Guardian/Student Consent for Services Date Signed:



[SUBMIT CONSENT FOR SERVICES RESPONSE](#)

Indicator 11: Consent Response

- Be sure to document and submit the Consent to Evaluate Response and Consent for Placement Response from the Consent screen.

Consent for Services

[CREATE CONSENT FOR SERVICES](#)



Use the link directly above to create a final parent/guardian/student consent for services document. Then submit the response information in the fields directly below.

Parent/Guardian/Student Consent for Services Response:

Parent/Guardian/Student Signed - Yes



Parent/Guardian/Student Consent for Services Date Signed:

12/11/2020



SUBMIT CONSENT FOR SERVICES RESPONSE

- Be sure to upload a copy of the signed Consent form to Documents.

CREATE DRAFT (WILL BE SAVED FOR 30 DAYS)

CREATE FINAL DOCUMENT (WILL BE SAVED)

UPLOAD EXTERNAL DOCUMENT(S)


Documents created for

Ind 11 Report: Common Exceptions

Initial Placement Delay Reason is Required


- Check the Data Collection screen > Part B Referral

Timeliness and Special Situations

 If appropriate, please review the general information, pre-k transition information, and part B referral information.

General Data Part C Referral: C to B Transition **Part B Referral**

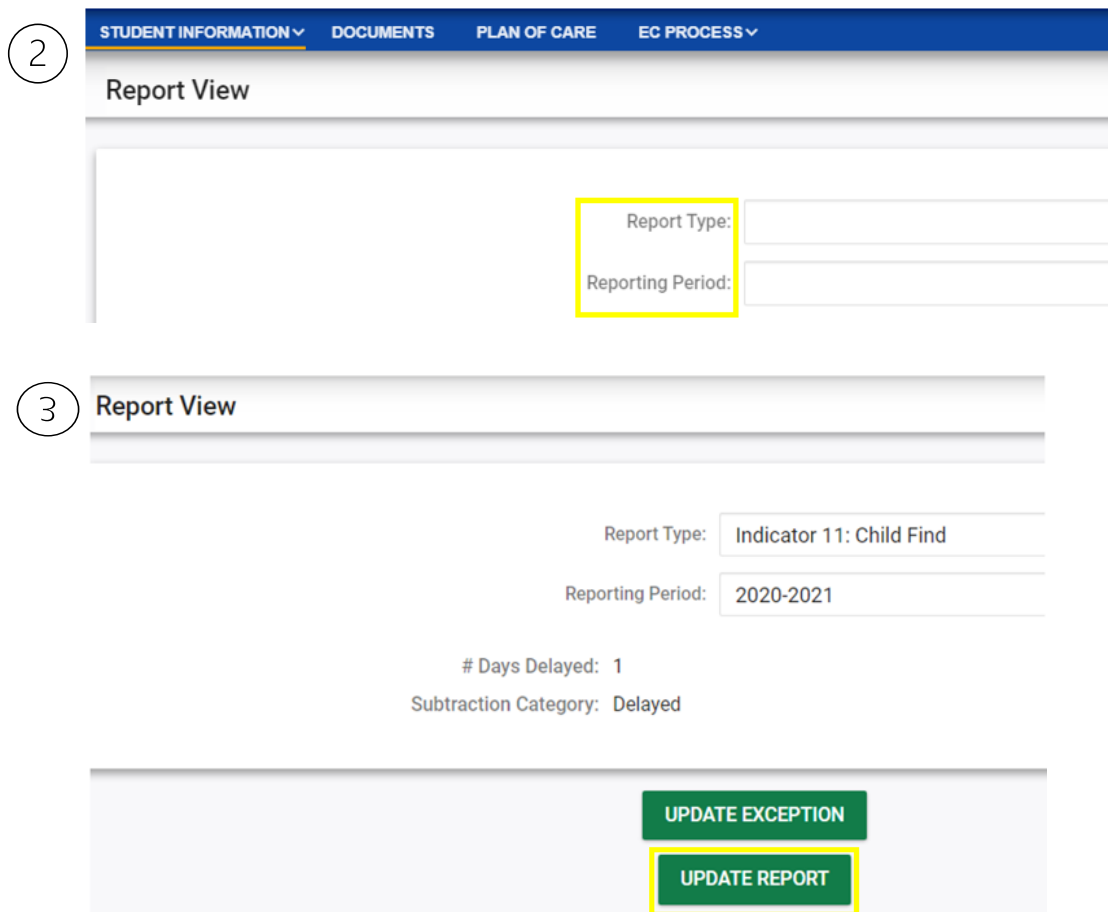
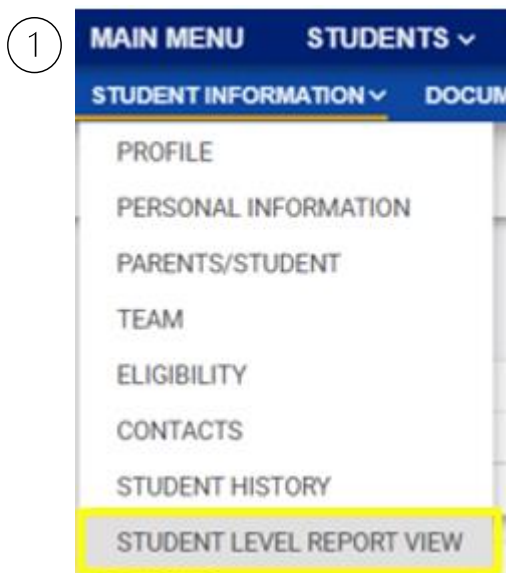
Referral Data

Referral Date:	90 Day Timeline End Date:	Private School Non-Participation Notice Date (If Applicable):	Delay Reason (If Applicable):
02/17/2021	05/18/2021	<input type="text"/> 	<input type="text"/>

SAVE

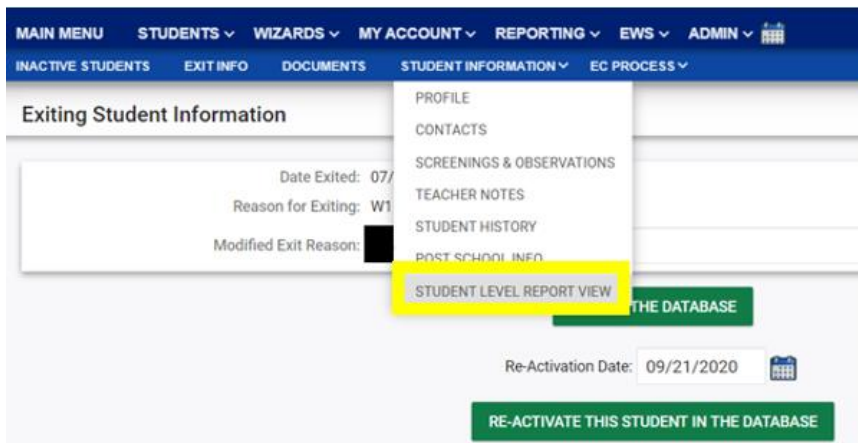
Reminder: Student Level Report View

- After correcting data in the active student, also update the Student Level Report View to clear the error from the report



Reminder: Student Level Report View

- After correcting data in the inactive student record, 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 includes fields for 'Date Exited: 07/...', 'Reason for Exiting: W1', and 'Modified Exit Reason:'. A green button 'RE-ACTIVATE THIS STUDENT IN THE DATABASE' is at the bottom.

Report View

Report Type: Indicator 11: Child Find

Reporting Period: 2020-2021

Days Delayed: 5

Subtraction Category: Delayed

UPDATE EXCEPTION

UPDATE REPORT

Indicator 12

Indicator 12

- Due by October 29th
- Captures data on students who received Part C services and were referred to Part B during the 7/1/2020 through 6/30/2021 fiscal year.
- All students must have an IEP developed within 90 days of the referral and receive services by their 3rd birthday.
- Indicator 12 will be submitted on spreadsheets by all LEAs and can be accessed from the ECATS website under Reporting (<https://www.dpi.nc.gov/districts-schools/classroom-resources/exceptional-children/every-child-accountability-tracking-system-ecats/reporting>).

Indicator 12 Spreadsheet and Child Find & Transition Calculator

Reporting

Important Dates Calendar

[2021 Important Dates Calendar](#) (last updated 01/07/21)



Training videos and resources for Active Child Count, Exit Count, Indicator 7 and Indicator 11 are accessible from the ECATS Main Menu: Resources Section

Indicator 12 - Part C to Part B Timely Referral

Indicator 12 will be submitted on spreadsheets by all PSUs. Charter Schools do not need to submit an indicator 12 spreadsheet this year. The Indicator 12 spreadsheet has a tab with helpful clarifications to assist PSUs in entering their data and can be found below. The spreadsheet can be submitted at any time prior to the due date of October 29, 2021. Your cooperation in meeting the deadlines for data submission is greatly appreciated. Please email all indicator 12 spreadsheets to ecindicators@dpi.nc.gov.

2020-21 Indicator 12 Spreadsheet
(xlsx, 924kb)

Child Find & Transition Calculator and Instructions

- [Calculator](#)
[Google Version](#) 
- Instructions
(pdf, 380kb)
- [Preschool CFITC Instructions Recording](#) 
 - Transcript
(pdf, 469kb)

Indicator 12 Data Collection Templates

[Child Find Resources | NC Early Learning Network \(unc.edu\)](#) 

[Transition Resources | NC Early Learning Network \(unc.edu\)](#) 

Every Child Accountability & Tracking System (ECATS)

[Special Education](#)

[Service Documentation](#)

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Indicator 12

- The spreadsheet has a tab with helpful clarifications to assist LEAs with entering their data.
- Charter Schools do not need to submit Indicator 12 spreadsheets this year.
- For questions about the Child Find & Transition Calculator, contact Regional Consultant, Katie Lewis, at klewis@unc.edu
- Submit any questions or concerns you may have about Indicator 12 to ecindicators@dpi.nc.gov.

Other Reminders & Tips

ECATS

ECATS Data Managers Contact Directory

Update the Contact Directory with any corrections and/or additions.

<https://docs.google.com/document/d/1tQFdgbqV1kqhMXN9PIGR38JrYbvR8UuZ/edit?usp=sharing&oid=100162846075394212010&rtpof=true&sd=true>

ECATS website: Federal Reporting Office Hours

Access previous PowerPoint and session recordings from the ECATS website at <https://www.dpi.nc.gov/districts-schools/classroom-resources/exceptional-children/every-child-accountability-tracking-system-ecats/reporting/federal-reporting-office-hours>

ECATS website: Federal Reporting Office Hours

Every Child Accountability & Tracking System (ECATS)

[Special Education](#)

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Federal Reporting Office Hours

This is the archive of Federal Reporting Office Hour sessions. Because this is an archive, please note that some website links may change.

Reporting

Federal Reporting Office
Hours

Frequently Asked Questions

— FAQs

2021

[Federal Reporting Office Hours FAQs](#)

August

- [Welcome to the Federal Data Q&A - August 2021](#)
- [Federal Reporting Hours AM Session 8.4.21](#) [🔒](#) - password Nnz4d8ju
 - [Transcript](#)
- [Federal Reporting Hours PM Session 8.4.21](#) [🔒](#) - password rPyNvtH2
 - [Transcript](#)