



# Monday Message

October 7, 2019

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## October 1 Directors' Webinar

The Exceptional Children Division devoted October's Directors' Webinar entirely to ECATS to address many of the questions that arose from the Regional Meetings. The concerns and responses and any additional questions submitted during the webinar will be online by the middle of this week at <https://ec.ncpublicschools.gov/conferences-profdev/webinars>.

## Comparable Service Plan

NC State Law permits LEAs to access state dollars for students with disabilities if the student enters with a *current* IEP and the LEA provides comparable services while eligibility is being determined. The CSP in ECATS is only intended to identify these students for the purposes of state funding allocations.

The CSP, in ECATS, is also a time limited event. It is only valid for the life of the incoming IEP or a maximum of ninety days (commensurate with the initial timeline).

## Important to Consider

- LEAs should track the details of the comparable services to be provided and ensure they are provided during the time it takes to determine eligibility.
- Complete the initial process ASAP.
- If the incoming IEP has expired, there is no need to complete a CSP, in ECATS; however, that doesn't mean that comparable services are not or should not be provided.
- The initial process does not mean that all required evaluations must be completed again in NC; however, you must have existing data (current and relevant) to support the disability determination.

## Text Boxes

There is a current work effort to increase the character limits for all text boxes. Users frequently report this with regard to Transition Activities. We are working with the vendor to expedite this fix.

## Reevaluation – Programming Purposes

For IEP Teams that are considering a reevaluation for programming to request consent for a particular assessment (ex. FBA), complete the Reevaluation process under the EC Process tab. Stop here. There is no need to complete the Eligibility process as eligibility is not the purpose of the reevaluation. Users should be able to finalize the reevaluation and associated documents without creating a compliance alert.

## Case Management

The EC Teacher that has been designated as the case manager for groups of students should be certain to include all service providers on the IEP Team. This enables all service providers the opportunity to contribute to the development of EC Process documents. Coordination and communication among service providers, in advance of all IEP Team

meetings, should ensure that all critical information is updated based on the service providers specialty and progress monitoring of the student's IEP goals.

### **Teachers from a Different School**

Users have requested assistance when entering IEPs that were developed during the dark period for students that transitioned between schools/LEAs.

Please consider the following:

- Go ahead and identify the new IEP Team on the Team tab.
- Then, on the Parent/Student tab, select "add new parent/guardian." Add teacher names/IEP Team Members from previous school here. In the relationship box, you can identify them as "Teacher from Different School." This should allow you to be able to select them for the team, in addition to the new IEP Team at the student's new school (the one doing the data entry).
- Then, when you are creating final documents, in the dialog box include a statement that the "Teacher(s) from Different School were the student's IEP Team at the time the IEP was developed. See EC file for the meeting copy of participants."

### **CLARIFICATION/CORRECT LANGUAGE FROM THE SEPTEMBER 30, 2019 MONDAY MESSAGE**

#### ***December Child Count Submission Window***

*To allow LEAs/SOPs added time to enter IEPs that were completed during the Dark period, ECATS will remain open for IEP entry through December 31, 2019. For students to be eligible to be counted on the child count, they must have current eligibility and a current IEP as of December 1, 2019. LEAs/SOPs will submit data for the December 1 Child Count on January 2, 2020, and final certification must be completed by January 16, 2020.*

#### ***Using PaperClip***

*The following items should be attached to the electronic student record via PaperClip:*

- *The initial consent for evaluation (Parent Consent to Evaluate)*
- *The initial consent for Placement (Parent Consent for Services)*
- *Parent consent to access **public** insurance.\**

*Users should begin this process with any initial referral or initial request to access private insurance that occurred beginning July 1, 2019, and forward. For documents prior to this time, the student's EC file is the authoritative source. Clarification will be provided next week on the amount of storage through PaperClip for each LEA.*