



**ECATS**

# Monday Message

December 6, 2021

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## Special Education Module

### ECATS Document Translation

ECATS Document translation is now available when the Power School Home Language is set to one of the following languages: Spanish, Chinese, French, German, Italian, Japanese, Korean, Portuguese, and Russian. The vendor is currently pursuing work to disassociate the ECATS document field from the Power School home language field, to provide more flexibility in translating documents within ECATS.

### CEDARS Issue Resolved

As of today, the permissions issues new users of the CEDARS Reporting System were having after logging in have been resolved. Please log into the system and verify access. As a reminder, if you signed up for Security Officer, you will also need to register for an LEA User role in order to access the Reporting System. Security Officers can approve their own registration. If you continue to have problems accessing the system, please contact Kelley Blas at [kelley.steen@dpi.nc.gov](mailto:kelley.steen@dpi.nc.gov)

### December Child Count

The December Child Count captures federal reporting data on students receiving special education as of December 1, 2021. The December Child Count opened December 1, 2021 and must be certified by close of business December 20, 2021. It is expected for the EC Director to certify the December Child Count by the due date. The integrity of the data is always at risk when the Department of Public Instruction must finalize the data for your district. So, it is imperative that the EC Director reviews and certifies the December Child Count data on time. If someone other than the EC Director certifies the December Child Count in ECATS, the Child Count Verification form must be completed and submitted to Khalilah O’Farrow-Boulware at [Khalilah.ofarrow@dpi.nc.gov](mailto:Khalilah.ofarrow@dpi.nc.gov). The December 2021 Child Count Verification Form is accessible from the ECATS Main Menu > Resources section > Federal Reporting tab.

*Note: This message is a repeat of the December 1, 2021, Director’s Weekly Message.*

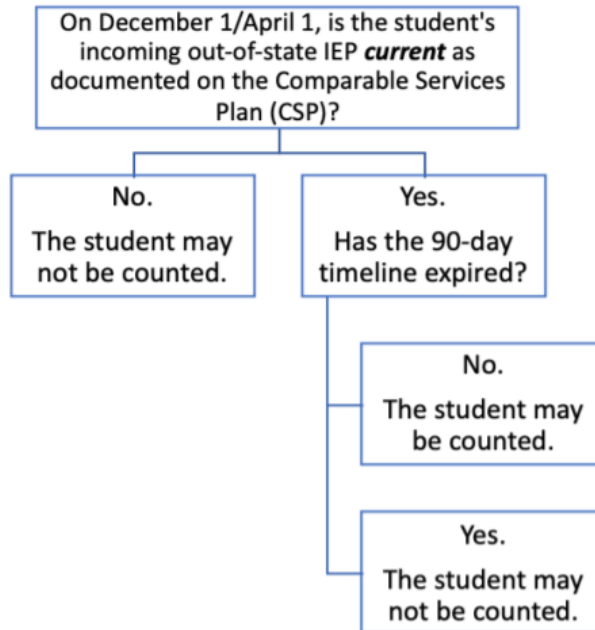
### Tip Sheet: Child Count and Eligibility

During the last EC Director’s Webinar, technical assistance was provided regarding child count and eligibility. The information from those slides has been converted to a Tip Sheet. It captures several frequently asked questions received from LEAs and may be helpful to review in preparation for the correction and certification window (December 1 – December 20). [ATTACHED]

*Note: This message is a repeat of the December 1, 2021, Director's Weekly Message.*

**IMPORTANT: Child Count: Out-of-State Transfers/Comparable Service Plan/Initial Timeline**

During this morning's office hours, a number of clarifying questions were raised regarding how to count incoming out-of-state students. The following decision tree will be helpful in determining whether the student may be counted.



**Please remember:** Out-of-state students that were eligible in another state arrive in NC with a suspected disability. Therefore, an initial referral must be started, and comparable services provided. If the initial referral timeline goes over 90 days and eligibility in NC has not been determined with a current NC IEP in place (if eligible with parent consent for services provided), the student cannot be counted on child count. \*This is consistent with any student in the initial referral process that has not been determined eligible in NC with a current NC IEP in place on December 1/April 1.

**ECATS Data Manager Contact Directory**

Please click the following link to access the ECATS Data Manager Contact Directory:

<https://docs.google.com/document/d/1tQFdgqV1kqhMXN9PIGR38JrYbvR8UuZ/edit?rtopf=true>

Be sure to review and update the ECATS Data Manager who serves as the point of contact for your LEA/Charter School/State Operated Program. Thank you for your attention to this.

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>.