



Monday Message

November 21, 2022

Special Education Module

Federal Reporting Office Hours

As a reminder, the Federal Reporting Office Hours are open at 10:00 AM and 2:00 PM on the first Wednesday of each month. Please contact Khalilah O'Farrow-Boulware at khalilah.ofarrow@dpi.nc.gov if you have any questions. To join in and ask any questions about upcoming federal reporting, please use the following link: <https://ncgov.webex.com/meet/khalilah.ofarrow>.

Note: This message is a repeat of the November 16, 2022 Director's Weekly Message.

Duplicate Student Records in ECATS + EC Process Due Dates

Occasionally, resolving duplicate student records in ECATS overlap due dates for EC processes. Technical issues should not delay holding meetings. Users should access the paper copies of the appropriate forms and hold meetings as required. Once the duplicate records are resolved, ECATS should be updated by entering the data from the paper copies into the user interface. Remember: Paper copies paperclipped to the student's electronic record are permitted; however, they do not capture the data entry needed for reporting and ensuring the electronic record reads compliant.

Note: This message is a repeat of the November 16, 2022 Director's Weekly Message.

December Child Count

The December Child Count captures reporting data on students receiving special education as of December 1, 2022. The certification window for the December Child Count begins December 1st and ends by close of business on December 20th. See the memorandum for more information. (ATTACHED)

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Important Federal Reporting Reminder: Submission Timeliness

If your district does not certify the data required for Indicators by the due date, your data may be certified by state staff. The integrity of the data is always at risk when the Department of Public Instruction must finalize the data for your district.

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>.