



# Monday Message

November 28, 2022

---

## Special Education Module

### December Child Count

The December Child Count captures federal reporting data on students receiving special education as of December 1, 2022. The December Child Count opens December 1, 2022 and must be certified by close of business December 20, 2022. 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 any PSU. 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 2022 Child Count Verification Form is accessible from the ECATS Main Menu > Resources section > Federal Reporting tab.

*Note: This message is a repeat of the November 22, 2022 Director’s Weekly Message.*

### 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.

*Note: This message is a repeat of the November 22, 2022 Director’s Weekly Message.*

### 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](mailto: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>.

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>.