

Federal Reporting Office Hours

Special Programs and Data

September 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 14

Postsecondary Outcomes Survey Data Collection/Submission

Indicator 14

- The due date to complete the survey data is **September 17th**
- Includes sampling of students who had IEPs and exited during the 2019-2020 school year and not returned
- Selected LEAs were notified in April to complete the survey

Indicator 14

- For details on the districts selected to participate in the Indicator 14 sampling over the next 5 years, review the [District Sampling](#) document located on the [ECATS website](#).

Indicator 14 - Post School Outcomes

- [Indicator 14 Webinar PPT May 12 2021](#)
- [Indicator 14 Post School Outcomes Survey](#)
- [District Sampling 5 years 2020](#)
- [Indicator 14 Training Webinar - May 12, 2021](#) 
- [PSO What is 14](#)
- [Indicator 14 Training Webinar Transcript](#)

Exit Count

Exit Count

- Opens September 15th
- Closes September 30th
- Captures end-of-year reporting data on students exiting special education during
- Based on reporting period 7/1/2020 through 6/30/2021.
- **Expectation that EC Director/Coordinator certifies Exit Count on or before September 30th**

Exit Count

- Exit Count 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)
General	Caseloads Report Admin (xls)	IEP Services Report with Location/Transportation (xls)
Progress Monitoring	Child Count	IEP Services Report with Minutes (xls)
Service Logging	Compliance by Case Manager (xls)	Indicator 11
Special Education	Compliance by School (xls)	Indicator 7
	Compliance by Students (xls)	Missing Progress Report (xls)
	Compliance Summary (PDF)	Overdue Eligibility/IEP Report (xls)
	Contacts Report (PDF)	Progress Report Status (PDF)
	ESY By School By Case Manager (xls)	Projected/Missed Eligibility Meetings (xls)
	ESY by Service (xls)	Projected/Missed IEP Meetings (xls)

- Training video and resources available in ECATS (Main Menu > Resources)

Resources				Review the License Agreement	Upload File(s)	Delete/Update Documents
Federal Reporting	<input type="checkbox"/>	<input type="checkbox"/>	Federal Reporting	10/26/2020	Beth Burris	ECATS Indicator 11 Reporting - Exceptions Tab Guide
Service Logging Documents	<input type="checkbox"/>	<input type="checkbox"/>	Federal Reporting	10/13/2020	Beth Burris	ECATS Indicator 11 Reporting - Updating Initial Delay Reason Guide
Special Education Documents	<input type="checkbox"/>	<input type="checkbox"/>	Federal Reporting	10/13/2020	Beth Burris	ECATS Indicator 11 Reporting - Errors and Warnings Guide
	<input type="checkbox"/>	<input type="checkbox"/>	Federal Reporting	10/13/2020	Beth Burris	ECATS Indicator 11 Reporting - FAQ Guide
	<input type="checkbox"/>	<input type="checkbox"/>	Federal Reporting	10/13/2020	Beth Burris	ECATS Training Federal Reporting Webinar Videos - Last Updated 10/11/2020

[ECATS Exit Count - Errors and Warnings Reference Guide](#)

[ECATS Exit Count - Same Day Reporting Updates](#)

[ECATS Exit Count Reporting Checklist](#)

Exit Count Report: Common Exceptions

- Setting - The Student's age is invalid for the Primary Educational Setting
 - This is a warning; no action needed
- Exit Reason Blank
 - Document modified exit reason
- Is Duplicated
 - LEA with most recent exit date within reporting period includes student in Exit Count
 - LEA with older exit date within reporting period excludes student from Exit Count
- Exit Reason Not Appropriate for Age
 - Update the modified exit reason
 - There should be no students under age 16 with exit reason, Dropped Out

Reminder: Modified Exit Reason

- Students withdrawn from your LEA in PowerSchool are also withdrawn in ECATS
- Conduct inactive students search to access student record

The image displays three screenshots of the ECATS system interface, illustrating the steps to access the Inactive Students search page.

Top Left Screenshot: Shows the main navigation menu with the following items: MAIN MENU, STUDENTS, WIZARDS, MY ACCOUNT, REPORTING, EWS, ADMIN, and a user profile icon. The ADMIN menu is expanded, showing sub-menus: SCHOOLS, SCHOOL SYSTEM (highlighted in yellow), and USERS.

Top Right Screenshot: Shows the main navigation menu with the following items: MAIN MENU, STUDENTS, WIZARDS, MY ACCOUNT, REPORTING, EWS, ADMIN, and a user profile icon. The ADMIN menu is expanded, showing sub-menus: SCHOOL SYSTEM, REPORTING, SYSTEM INFO, SUMMARY, ADMINISTRATION, and INACTIVE STUDENTS (highlighted in yellow). Below INACTIVE STUDENTS is the option INACTIVE USERS.

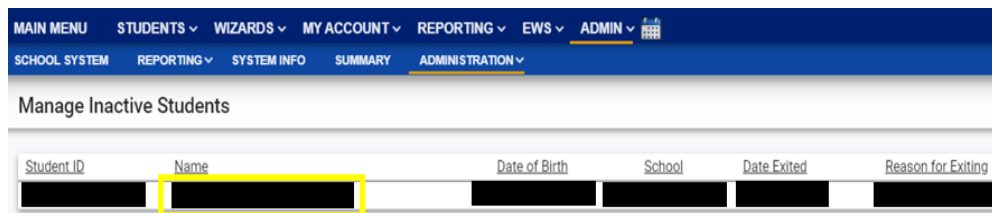
Bottom Screenshot: Shows the "Criteria for Selecting Inactive Students to View" search form. The form includes the following fields and options:

- Last School Attended: All Schools (dropdown menu with a star icon)
- Student Last Name: (text input field) ☐ Exact Match
- Student First Name: (text input field) ☐ Exact Match
- Student Middle Name: (text input field) ☐ Exact Match
- Date of Birth: (calendar icon)
- Student ID: (text input field) ☐ Exact Match
- Students Exited After: (calendar icon)
- Students Exited Before: (calendar icon)
- Exit Reason: -Any- (dropdown menu)
- Sort List By: Student's Last Name (dropdown menu with a star icon)

At the bottom of the form is a yellow button labeled "VIEW INACTIVE STUDENTS" with a star icon.

Reminder: Modified Exit Reason

- Click the inactive student's name link to access the record



Student ID	Name	Date of Birth	School	Date Exited	Reason for Exiting

- Select the appropriate Modified Exit Reason and click Update Database.

Date Exited: 03/20/2021

Reason for Exiting: W1 Transfer Withdrawal

Modified Exit Reason:

Graduated with Regular High School Diploma
Dropped Out of School
Died
Received a Certificate
Reached Maximum Age
Moved, Known to be Continuing

Reminder: Modified Exit Reason

- For currently active student records, click Details next to the associated Exit event

Student History							
Event Date*	Event Type	(transferred from)	Begin Date	End Date	User	Document	Date Created
07/06/2020	Exit School System				Transfer / Import		DETAILS

- Select the appropriate Modified Exit Reason and click Update Database.

Event Details	
Event Type: Exit School System	
Date:	07/06/2020
Created By:	
School:	
Exit Info	
Exit Reason:	W1 Transfer Withdrawal
Modified Exit Reason:	Moved, Known to be Continuing
UPDATE THE DATABASE	

Reminder: Student Level Report View

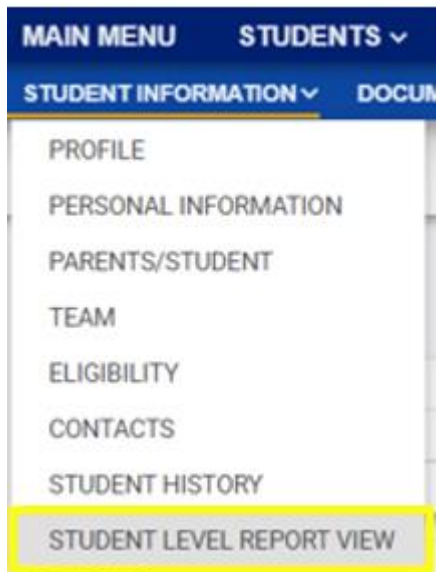
- After documenting the Modified Exit Reason for inactive student, also update the Student Level Report View to clear the error from the report

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 fields include: Date Exited: 07/2020, Reason for Exiting: W1, Modified Exit Reason: [redacted], and Re-Activation Date: 09/21/2020. A green button at the bottom reads 'RE-ACTIVATE THIS STUDENT IN THE DATABASE'.

The screenshot shows the 'Report View' form. It includes fields for Report Type: Child Exit Count: September and Reporting Period: 2019-2020. Below these are fields for Exit Reason: [redacted] and Exit Date: [redacted]. At the bottom, there are two green buttons: 'UPDATE EXCEPTION' and 'UPDATE REPORT', with the latter highlighted in yellow.

Reminder: Student Level Report View

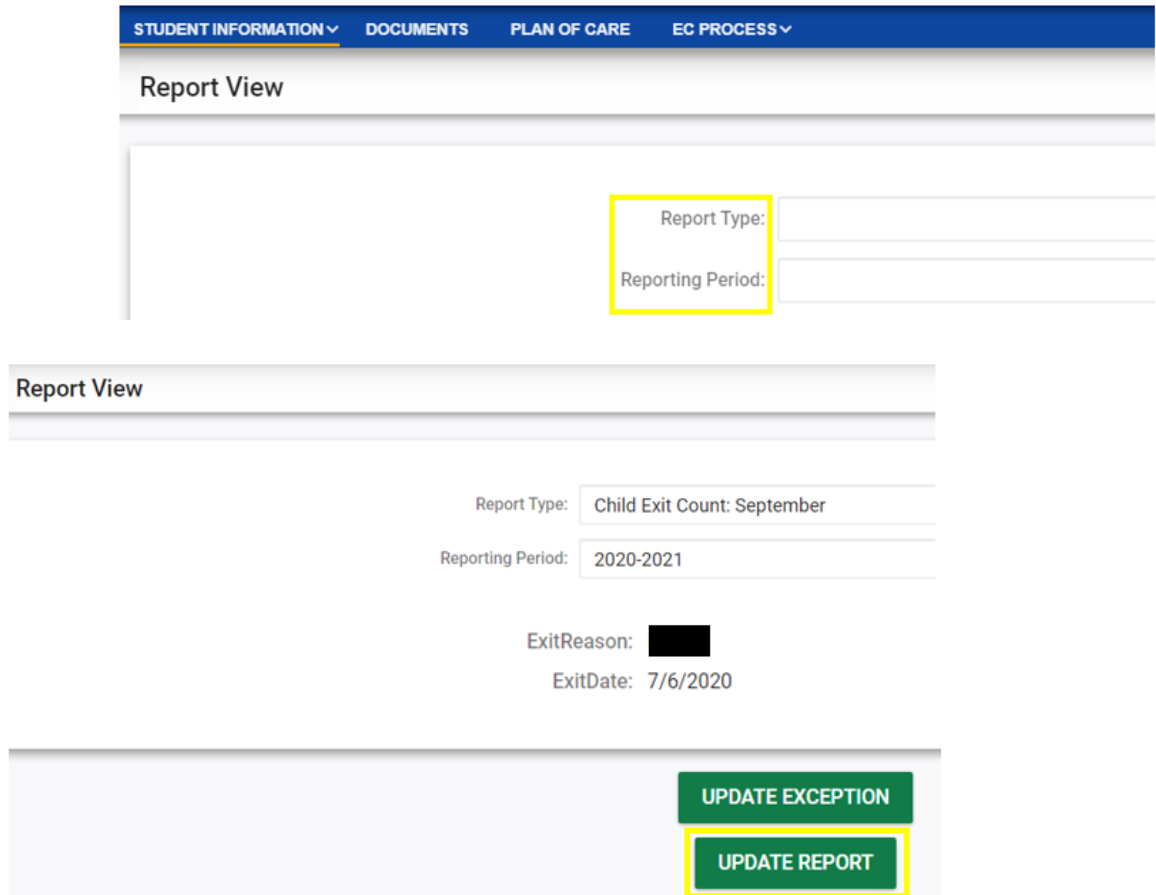
- After documenting the Modified Exit Reason for currently active student, also update the Student Level Report View to clear the error from the report



MAIN MENU STUDENTS ▾

STUDENT INFORMATION ▾ DOCUMENTS

- PROFILE
- PERSONAL INFORMATION
- PARENTS/STUDENT
- TEAM
- ELIGIBILITY
- CONTACTS
- STUDENT HISTORY
- STUDENT LEVEL REPORT VIEW**



STUDENT INFORMATION ▾ DOCUMENTS PLAN OF CARE EC PROCESS ▾

Report View

Report Type:

Reporting Period:

Report View

Report Type: Child Exit Count: September

Reporting Period: 2020-2021

ExitReason:

ExitDate: 7/6/2020

UPDATE EXCEPTION

UPDATE REPORT

Indicator 11

Child Find

Indicator 11

- Opens October 1st and closes October 29th
- **Expectation that EC Director/Coordinator certifies Exit Count on or before 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.

Indicator 11

- Indicator 11 report available to review data

Scheduled Reports		
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Special Education Documents	<input type="checkbox"/>		Federal Reporting	10/13/2020	Beth Burris	ECATS Indicator 11 Reporting - FAQ Guide
	<input type="checkbox"/>		Federal Reporting	10/13/2020	Beth Burris	ECATS Training Federal Reporting Webinar Videos - Last Updated 10/11/2020

Indicator 11 Reminder

Consent Response

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

Consent to Evaluate

CREATE CONSENT TO EVALUATE

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

Initial or Reeval? ☒ Initial ☐ Reeval

Parent/Guardian/Student Consent to Evaluate Response:

Parent/Guardian/Student Signed - Yes

Parent/Guardian/Student Consent to Evaluate Date Signed:

09/23/2020

SUBMIT CONSENT TO EVALUATE RESPONSE

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

 North Carolina Department of
PUBLIC INSTRUCTION

EXCEPTIONAL CHILDREN
DIVISION

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

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 CFTC Instructions Recording](#) 
 - Transcript
([pdf, 469kb](#))

Every Child Accountability & Tracking System (ECATS)

[Special Education](#)

[Service Documentation](#)

[MTSS](#)

[Monday Messages](#)

[Frequently Asked Questions](#)

[Newsletters](#)

[ECATS ODS](#)

[Resources](#)

Reporting

[LEA Annual Performance Reports](#)

[Contact Us](#)

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.
- The corrected Child Find and Transition Calculator has been posted to the ECATS website under Reporting

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](#) 

Indicator 12

Child Find & Transition Calculator: Correction

- An error in the Child Find & Transition Calculator was recently noted and the file has now been corrected to support LEAs with collecting information needed to submit in the Indicator 12 spreadsheet this year.
- For those who have already transferred data into the Child Find & Transition Calculator, please contact Regional Consultant, Katie Lewis, at klewis@unc.edu for instructions on how to make the correction
- Submit any questions or concerns you may have about Indicator 12 to ecindicators@dpi.nc.gov.

Indicator 12 Reminder

Consent Response

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

Consent to Evaluate

[CREATE CONSENT TO EVALUATE](#)



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Initial or Reeval? ☒ Initial ☐ Reeval

Parent/Guardian/Student Consent to Evaluate Response: Parent/Guardian/Student Signed - Yes

Parent/Guardian/Student Consent to Evaluate Date Signed: 09/23/2020

[SUBMIT CONSENT TO EVALUATE RESPONSE](#)

Consent for Services

[CREATE CONSENT FOR SERVICES](#)



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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

Other Reminders & Tips

ECATS

Student Records Not Displaying (Student transfers)

Check PowerSchool & make corrections in PowerSchool:

1. Still enrolled in their previous LEA in PowerSchool
2. Name does not match exactly in both LEAs
3. Entry and exit dates are not in the proper order in previous LEA
4. Entry date into new LEA is before exit date in previous LEA

Check ECATS:

1. Verify the user needing to view the student record has the appropriate school assignments and User Type
2. If the information in PowerSchool has been updated (see list above), and the student's EC records still have not transferred into the new LEA, submit a Zendesk ticket.

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)

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[Frequently Asked Questions](#)

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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](#)