

# Troubleshooting Federal Child Count Reports



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## Overview

- The Federal Child Count (FCC)
  - Includes students with disabilities who are receiving special education services according to their IEPs as of October 31
  - Is used in determining the amount of Special Education Part-B IDEA and Early Childhood Special Education funds allocated to the state
  - Is collected from all LEAs except for ESCs and JVSDs through the Education Management Information System (EMIS) and is submitted to the US Department of Education (USDOE)
- This presentation will focus on troubleshooting the EMIS FCC Reports, which are generated throughout the EMIS data submission process



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## EMIS Data Collections and the FCC Snapshot

- Collections containing the FCC report
  - Beginning of Year Student (S) Collection
  - SOES Beginning of Year Student (S) Collection
- Collections are scheduled to close December 20, 2024
  - FCC will close when the above collections close
  - There is no appeal for the FCC



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# FCC Reports

- Level 2 Reports
  - (FCCD-001) Federal Child Count Detail
  - (FCCS-001) Federal Child Count Statement of Assurances
- FCC Reports are updated nightly
- Can contain data reported by other LEAs
- Review the most recent version of the reports throughout the data collection process
- Submit updated EMIS data to make corrections to the reports



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# Level 2 Reports

**Beginning of Year Student Collection (FY25)**  
 FY25-S-TRAD Init: Collection required for all Traditional Districts, JVSs, ESCs, and State Supported Schools. Source file(s) for GI, FS, FD, FN, GD, ...

**Submissions:** yesterday - December 20, 2024 (126 days till close)  
**Version:** 1  
**Status:** The collection was submitted yesterday at 03:12:38 PM  
**Submission Status:** Processing Completed (yesterday at 03:12:44 PM)  
**Submission Number:** 2 (attempt 1)  
**Actions:** [Start Collection](#)  
[Add New Scheduled Collection](#)  
[Set Default Collection properties](#)

**From ODE:** [Level 2 Reports](#)  
**Submit Errors:** [None \(has other errors or warnings\)](#)  
**Prepare Outputs:** [Level 1 Validations](#)  
[View submission 2 Data](#)

**Select the Level 2 Reports link**

**SOES Beginning of Year Student Collection (FY25)**  
 FY25-S-SOES Init: Collection required for all Community Schools. Source file(s) for FC, FE, FL, FN, FS, FX, GD, GE, GG, GI, GJ, and GQ student rec...

**Submissions:** August 08, 2024 - December 20, 2024 (126 days till close)  
**Version:** 1  
**Status:** The collection was submitted August 13, 2024 at 03:48:45 PM  
**Submission Status:** Processing Completed (August 13, 2024 at 03:48:47 PM)  
**Submission Number:** 2 (attempt 1)  
**Actions:** [Start Collection](#)  
[Add New Scheduled Collection](#)  
[Set Default Collection properties](#)

**From ODE:** [Level 2 Reports](#)  
**Submit Errors:** [0 errors, 1 warning, 0 messages \(and other errors\)](#)  
**Prepare Outputs:** [Level 1 Validations](#)  
[View submission 2 Data](#)



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# FCC Reports

**Data Feedback Reports and Files**

Pre-Submission to ODE | Post-Submission and Processing by ODE

Level 2 Details | Highlights and Report | Level 2 Details | Received Files Details

Level 2 Details

Choose the filter criteria then click the Show Reports link to generate the list of Level 2 reports matching these criteria. To see the option to Generate a single .zip file for all reports (.csv), you must select a single Report Name, or select a single LEA and a single Collection Request or a single Category.

**Filter Options**

LEA:  Collection Request:  Data Set:  School Year:  Category:

LEA IRN:  Report Name:  Last Activity Within:   Show closed collections

Processed on or after:  (mm/dd/yyyy) Last Updated on or after:  (mm/dd/yyyy)

With Data Only:  Exclude reports with 0 rows **Report Name includes: FCC**

**Display Options**

Group By:  Collection Request  LEA  Level 2 Report  Category  Data Set  None

File Format:  HTML  CSV  CSV by Building IRN  CSV by Other Field (see Field Name in the table below)

**Show Reports**  [Reset Defaults](#) [Reset Date textboxes](#)

**Select "Show Reports"**

Collection Request / Report Name	LEA	FY25	FY24	FY23	FY22	FY21	FY20	FY19	FY18	Category	Set	Id	Process Date	Last Upd Date	Submission	Help
<b>Beginning of Year Student Collection (FY25) (2025S1TRD)</b> (Total Count: 2)																
<a href="#">(FCCD-001) Federal Child Count Detail</a>	Kent City Schools_044164	126	17	14	531	688				Student Reports	S		08/15/24 17:16	08/15/24 23:31	<a href="#">2 Unknown</a>	<a href="#">Help</a>
<a href="#">(FCCS-001) Federal Child Count Statement of Assurance</a>	Kent City Schools_044164	0	0	0	15	15				Student Reports	S		08/15/24 17:16	08/15/24 23:31	<a href="#">2 Unknown</a>	<a href="#">Help</a>

[Generate a single .zip file for all reports](#) | [Export report information to a .csv file](#)



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## Formatting the FCC Detail Report

- Open the (FCCD-001) Federal Child Count Detail Report
  - Wrap text header row
  - Freeze top row
  - Expand all columns
  - Apply filters
  - Better yet, run your macro!



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## Quick Check

The Federal Child Count Detail Report contains student detail data as it pertains to the count. This report is critical in the data review and error correction process and should be carefully reviewed for accuracy and completeness.

- Are you using the most recent version of the report?
- Are you able to open and format the CSV report to begin the review process?
- Can you apply filters to all columns?



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## Troubleshooting the Federal Child Count Detail Report



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# Troubleshooting the FCC Detail Report

The next series of slides will review data contained in the report including

- Severity Codes and Numbers
- Federal Child Count Flag
- Who is and is not included in my FCC?
- FCC Report Data
- Status Codes and corrective actions



# Severity Codes

- Severity Codes
  - Report is sorted from least severe to most severe
  - Severity Code will be noted for each Status Code
  - Review all students regardless of Severity Code
- ~~State Equivalent Grade Level Code “New FY24”~~

	A	B	C	D	E	F	G	H	I	J	K	
	LEA IRN	Bldg IRN	SEVERITY CODE	SSID	Emis ID	Last Name	First Name	Middle Name	STATE EQUIV GRADE LEVEL CODE	FED CCT STATUS	FED CCT STATUS CODE	DESCR
2	404040	229901	I	AJ9337				Middle Name	1	FC0008		No errors identified in ODE processing
3	404040	229901	I	AA6753				Middle Name	1	FC0008		No errors identified in ODE processing
4	404040	229901	I	BA1555				Middle Name	1	FC0008		No errors identified in ODE processing
5	404040	229901	I	JF5996				Middle Name	1	FC0008		No errors identified in ODE processing

**I – Informational**  
**W – Warning**  
**C – Critical**  
**F – Fatal**



## Federal Child Count Flag

### • FED CCT FLAG

- Y – Student is intended to be included in the Federal Child Count
- N – Student not included in the Federal Child Count
- Review all students on the report regardless of flag

	J	K	L	M	N	O	P	Q	R
	FED CCT STATUS	FED CCT STATUS CODE DESCR	FED CCT FLAG	FED CCT LRE CODE	LEGAL RES IRN	DISAB CNDTN CODE	STDNT AGE NUMBER	DIST LRE SRC CODE	DIST LRE SRC DESCR
1	FC0008	No errors identified in ODE processing	Y	IE14	606060	05	7	8	GE Record
3	FC0008	No errors identified in ODE processing	Y	IE13	606060	05	7	8	GE Record
4	FC0008	No errors identified in ODE processing	Y	IE15	606060	01	6	8	GE Record
5	FC0008	No errors identified in ODE processing	Y	IE39	606060	05	6	A	Sent Reason = AU or JP



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## Who is included in my FCC?

- In most cases, students count at their resident district except for students attending -
  - Community Schools
  - STEM Districts
  - Buckeye United (DYS)
- Non-Public students receiving related services count at the traditional district providing the related services if an active IEP event is reported as of October 31



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## Who is not included in my FCC?

- Students with a disability as of October 31, who are not being reported with an active IEP event as of October 31
- Students reported with the following IEP outcomes
  - IEPR – IEP Complete – Parental Refusal
  - IENS – IEP Complete – Not Served
  - IEDP – IEP Resulted in Due Process
- Refer to the FCC Level 2 Report Explanation, section “Include in USDOE Count” for additional information and exceptions



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## FCC Report Data

- Disability Condition Code
  - Student must be reported to EMIS with a disability as of October 31 to be included on the report
  - Review for accuracy
- Student Age Number
  - Student’s age as of October 31

J	K		L	M	N	O	P	Q	R
FED CCT STATUS CODE	FED CCT STATUS CODE	DESCR	FED CCT FLAG	FED CCT LRE CODE	LEGAL DIST OF RES IRN	DISAB CNDTN CODE	STDNT AGE NUMBER	DIST LRE SRC CODE	DIST LRE SRC DESCR
FC0008	No errors identified in ODE processing		Y	IE14	606060	5	7	8	GE Record
FC0008	No errors identified in ODE processing		Y	IE13	606060	5	7	8	GE Record
FC0008	No errors identified in ODE processing		Y	IE13	606060	5	7	8	GE Record
FC0008	No errors identified in ODE processing		Y	IE13	606060	16	7	8	GE Record



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## FCC Report Data, cont'd

- Legal District of Residence
- FED CCT ALT IRN
  - Populated for Status Code FC0006 with LEA IRN where the student will count
- Sent Reasons and IRNs
  - Displays if relevant to the FCC

M	N	O	P	Q	R	S	T	U	V	W	X	Y
FED CCT LRE CODE	LEGAL DIST OF RES IRN	DISAB CNDTN CODE	STDTN AGE NUMBER	DIST LRE SRC CODE	DIST LRE SRC DESCR	FED CCT ALT IRN	ADMSN DATE	SENT REASON 1 CODE	SENT TO 1 LEA IRN	SENT REASON 2 CODE	SENT TO 2 LEA IRN	LEVEL 2 REC TYPE CODE
IE14	606060	5	7	8	GE Record		00:00.0	OE	23356			FCCD-001
IE13	606060	5	7	8	GE Record		00:00.0					FCCD-001
IE15	606060	1	6	8	GE Record		00:00.0					FCCD-001
IE39	606060	5	6	A	Sent Reason = AU or JP		00:00.0	JP	23356			FCCD-001
IE15	606060	1	6	8	GE Record		00:00.0					FCCD-001
	606060	8	6	5	No IEP Reported		00:00.0	OE	23356			FCCD-001



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## FCC Report Data, cont'd

- FED CCT LRE Code – Least Restrictive Environment Code
  - If this is blank, the student is not included in the count
  - Value comes from IEP, FN270, or is derived
- DIST LRE SRC CODE and DIST LRE SRC DESCR
  - Source codes indicate what data the report is looking at
  - Use in combination with the Status Code value to determine what is being reported for each student

L	M	N	O	P	Q	R	S	T	U	V
FED CCT FLAG	FED CCT LRE CODE	LEGAL DIST OF RES IRN	DISAB CNDTN CODE	STDTN AGE NUMBER	DIST LRE SRC CODE	DIST LRE SRC DESCR	FED CCT ALT IRN	ADMSN DATE	SENT REASON 1 CODE	SENT TO 1 LEA IRN
Y	IE14	606060	5	7	8	GE Record		00:00.0	OE	23356
Y	IE13	606060	5	7	8	GE Record		00:00.0		
Y	IE15	606060	1	6	8	GE Record		00:00.0		
Y	IE39	606060	5	6	A	Sent Reason = AU or JP		00:00.0	JP	23356
Y	IE15	606060	1	6	8	GE Record		00:00.0		
N		606060	8	6	5	No IEP Reported		00:00.0	OE	23356



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## DIST LRE Source Codes

- 1 - No Disability on October 31
- 3 - Student's age is not 3 – 21
- 5 - No IEP Reported
- 7 - FN270 Override
- 8 - GE Record

L	M	N	O	P	Q	R	S	T	U	V
FED CCT FLAG	FED CCT LRE CODE	LEGAL DIST OF RES IRN	DISAB CNDTN CODE	STDNT AGE NUMBER	DIST LRE SRC CODE	DIST LRE SRC DESCR	FED CCT ALT IRN	ADMSN DATE	SENT REASON 1 CODE	SENT TO 1 LEA IRN
Y	IE14	606060	5	7	8	GE Record		00:00.0	OE	23356
Y	IE13	606060	5	7	8	GE Record		00:00.0		
Y	IE15	606060	1	6	8	GE Record		00:00.0		
Y	IE39	606060	5	6	A	Sent Reason = AU or JP		00:00.0	JP	23356
Y	IE15	606060	1	6	8	GE Record		00:00.0		
N		606060	8	6	5	No IEP Reported		00:00.0	OE	23356



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## DIST LRE Source Codes, cont'd

- 9 - How Received = 6
  - FED CCT LRE CODE will be IE39 Ages 5 and up, Not Grade Level PS
  - FED CCT LRE CODE will be IE39 Ages 6 and up, Grade Level PS
- C - How Received = 6 and Grade Level = PS
  - FED CCT LRE CODE will be IE51 if Ages 3 to 5 and Grade Level PS
- A - Sent Reason = AU or JP
  - FED CCT LRE CODE will be IE39 if age 6 or older and IE51 if age 3-5
- B - Changed to DYS LRE (Appears only on DYS report)

L	M	N	O	P	Q	R	S	T	U	V
FED CCT FLAG	FED CCT LRE CODE	LEGAL DIST OF RES IRN	DISAB CNDTN CODE	STDNT AGE NUMBER	DIST LRE SRC CODE	DIST LRE SRC DESCR	FED CCT ALT IRN	ADMSN DATE	SENT REASON 1 CODE	SENT TO 1 LEA IRN
Y	IE14	606060	5	7	8	GE Record		00:00.0	OE	23356
Y	IE13	606060	5	7	8	GE Record		00:00.0		
Y	IE15	606060	1	6	8	GE Record		00:00.0		
Y	IE39	606060	5	6	A	Sent Reason = AU or JP		00:00.0	JP	23356
Y	IE15	606060	1	6	8	GE Record		00:00.0		
N		606060	8	6	5	No IEP Reported		00:00.0	OE	23356



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## Quick Check

The Federal Child Count Detail Report contains data specific to students with disabilities. Understanding each column of data is important to begin analyzing the data for accuracy and completeness. There is not an error for everything, so time spent reviewing all data on the report is recommended.

- Are all students appearing on the report as expected?
- Has someone verified the data for accuracy?
- Has updated EMIS data been submitted to correct any inaccuracies on the report?



## FED CCT Status Codes

### FED CCT STATUS CODE and FED CCT STATUS CODE DESCR

- Indicates the status of a student as it relates to inclusion in the count
- Indicates that a data issue exists or that no errors are identified
- Data with no errors on the report should still be reviewed for accuracy

I	J	K	L	M	N	O
STATE EQUIV GRADE LEVEL CODE	FED CCT STATUS CODE	FED CCT STATUS CODE DESCR	FED CCT FLAG	FED CCT LRE CODE	LEGAL DIST OF RES IRN	DISAB CNDTN CODE
PS	FC0008	No errors identified in ODE processing	Y	IE51	606060	5
PS	FC0004	No IEP reported for Oct 31 date	N		606060	16
PS	FC0008	No errors identified in ODE processing	Y	IE51	606060	12
PS	FC0008	No errors identified in ODE processing	Y	IE51	606060	5
PS	FC0004	No IEP reported for Oct 31 date	N		606060	12



## FED CCT Status Code FC0001

### Filter on FC0001

- **On Oct 31 Student age is outside the 3-21 included range (Fatal)**
  - Source Code 3 - Student age is not 3 – 21
  - FED CCT FLAG - N
- View the student's reported date of birth on the Student Demographic (GI) Record to confirm age
- If the student's date of birth is incorrect, make the correction and submit updated EMIS data



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## FED CCT Status Code FC0002

### Filter on FC0002

- **Unable to translate LRE-must report FN270 element (Critical)**
  - Source Code 7 - FN270 Override
  - or Source Code 8 - GE Record
  - FED CCT Flag - N
- As of October 31, the student's IEP Outcome (LRE) must agree with the student's age and grade level
  - For ages 3-5 and in preschool, the LRE should be in the IE51 to IE72 range, if not report an LRE within this range on the FN270
  - For ages 5 and over and in kindergarten or higher, LRE should be in the IE13 to IE39 range, if not report an LRE within this range on the FN270



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## Age, Grade Level, and Expected LRE

- Age 3 to 5, Preschool Grade Level - Count as Preschool Student
  - Preschool LRE Expected (IE51-IE72)
- Age 4, Kindergarten Grade Level - Count as Preschool Student
  - Preschool LRE Expected (IE51-IE72)
- Age 5 and up, Kindergarten Grade Level - Count as School Aged Student
  - School Aged LRE Expected (IE13-IE39)
- Age 6 and up, Any Grade Level, including Preschool - Count as School Aged Student
  - School Aged LRE Expected (IE13-IE39)



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## Reporting the FN270 Element

### Updated October 31 IEP Outcome Element (FN270)

- The current IEP outcome and FN270 values should not be the same
- When the FN270 value is reported correctly the LRE that aligns with the student's age and grade level will appear in the column FED CCT LRE CODE
- When reported incorrectly the FED CCT LRE CODE column will be blank

J	K	L	M	N	O	P	Q	R
FED CCT STATUS CODE	FED CCT STATUS CODE DESCR	FED CCT FLAG	FED CCT LRE CODE	LEGAL RES IRN	DISAB CNDTN CODE	STDNT AGE NUMBER	DIST LRE SRC CODE	DIST LRE SRC DESCR
FC0008	No errors identified in ODE processing	Y	IE13	606060	16	7	8	GE Record
FC0008	No errors identified in ODE processing	Y	IE13	606060	06	7	8	GE Record
FC0002	Unable to translate LRE- must report FN270 element	N		606060	05	6	8	GE Record
FC0002	Unable to translate LRE- must report FN270 element	N		606060	16	6	8	GE Record

Correct

Incorrect



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## Additional Information on FN270 Reporting

- When completing the Federal Child Count, the Department will review the LRE on the latest reported IEP event effective as of October 31
- The value in the FN270 element will take precedence
- Reporting of an FN270 value is not limited to PS and KG
- For this element to be valid for the Federal Child Count, the student must already have an IEP reported to the Department that is valid on October 31. If no reported IEP is valid on October 31, then the value in this element will be ignored



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## Additional Information on FN270 Reporting , cont'd

In general, the LRE will not change without a new IEP being completed and reported, but there are some cases, especially with IEPs reported in the prior year that are still in effect on October 31, where the LRE could change

- Examples include but are not limited to
  - a student whose parent originally consented to services but pulled the student from services prior to October 31
  - situations where an expelled student is given an alternative placement that will be in effect on October 31
  - a preschool student (especially for those who are part time), a parental placement in a private preschool program could change the LRE for that student
- For questions on FN270 reporting, please contact your ITC



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## FED CCT Status Code FC0003

### Filter on FC0003

- **CIEP most recent IEP - should be no disability (Warning)**
  - Source Code 8 - GE Record
  - FED CCT FLAG - N
- Verify the CIEP event and confirm that the student's disability code is being reported as ending on the date of the CIEP event
- If the student's disability code on the Student Attributes - Effective Date (FD) Record is not reported as ended, make the correction and submit updated EMIS data



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## FED CCT Status Code FC0004

### Filter on FC0004

- **No IEP reported for Oct 31 date (Fatal)**
  - Source Code 5 - No IEP Reported
  - FED CCT Flag – N
  - FED CCT LRE CODE – Blank
- Verify the student's special education event records as of October 31
- Verify the most recent IEP was reported to EMIS
- Report an NIEP if appropriate



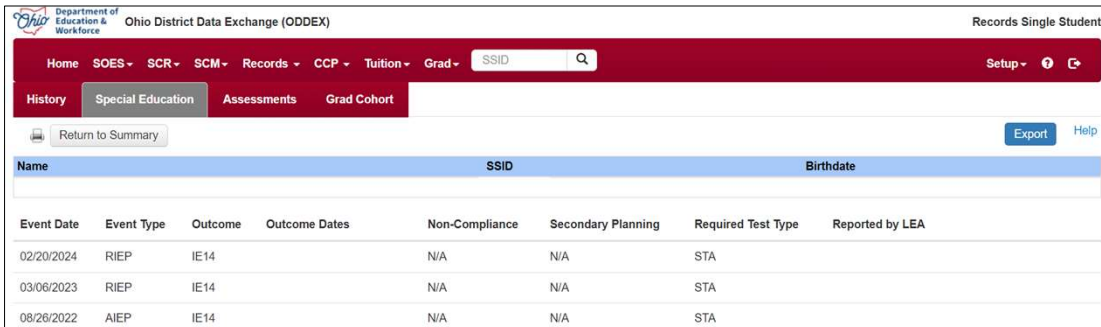
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## ODDEX Records

### Special Education Data Tab

- Use to verify if the student's IEP events were reported to EMIS



Name	SSID	Birthdate	Event Date	Event Type	Outcome	Outcome Dates	Non-Compliance	Secondary Planning	Required Test Type	Reported by LEA
			02/20/2024	RIEP	IE14		N/A	N/A	STA	
			03/06/2023	RIEP	IE14		N/A	N/A	STA	
			08/26/2022	AIIEP	IE14		N/A	N/A	STA	



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## NIEP Date Type - No IEP

- NIEP events for expired or non-transferable IEPs
  - 10 - Student newly transferred in; IEP adoption determination not complete; services being provided based on prior IEP
  - 11 - IEP expired; new IEP not in place; services being provided based on prior IEP
- NIEP events using the non-compliance reason of 12 can be used until the end of the IEP that did not get reported to EMIS



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## FED CCT Status Code FC0005

### Filter on FC0005

- **Student does not meet inclusion filter in this district (Warning)**
  - Source Code 5 - No IEP Reported
  - or Source Code 7 - FN270 Override
  - or Source Code 8 - GE Record
  - FED CCT Flag – N
- Shared students can have this Status Code at the educating district
- Shared students where IEPs are not reported can also have this Status Code with Source Code 5 – No IEP Reported
- Refer to the Federal Child Count Report Explanation, section “Include in USDOE Count”



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## FED CCT Status Code FC0005, cont'd

### Filter on FC0005

- **Student does not meet inclusion filter in this district (Warning)**
  - Source Code 9 – How Received = 6
  - FED CCT Flag – N
- Non-Public special education students receiving related services from reporting district with No IEP reported on October 31
  - Report does not consider ISPs
  - If no IEP in place on October 31, then the student is not included in the FCC



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## Multiple District Tie Breakers

1. Will count at Buckeye United if reported by Buckeye United (060988)
2. Will count where Reporting IRN = District of Residence IRN  
~OR~ counts where Reporting IRN is reporting a How Received code of M (Community School) or K (STEM District)
3. If multiple entities are claiming the student in the same way (as #2 above), then the student is included at the entity with the later admission date
4. If entities are claiming the student in the same way (as #2 above) and reporting the student with the same admission date, then the student will not count for any district



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## FED CCT Status Code FC0006

Filter on FC0006

- **Student counting in alternative district - does not count in your district (Warning)**
  - Source Code 5 – No IEP Reported - verify if special education events need to be reported for this student
  - or Source Code 7 - FN270 Override
  - or Source Code 8 - GE Record
  - or Source Code 9 - How Received = 6
  - or Source Code C - How Received = 6 and Grade Level = PS
  - or Source Code A - Sent Reason AU or JP
  - FED CCT Flag - N
- Student counts at the IRN in the FED CCT ALT IRN column
- Review data in ODDEX to compare how data is being reported
- Communicate with the alternative district to determine how this student should be reported



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## FED CCT Status Code FC0007

### Filter on FC0007

- **Student excluded -conflict in where the student should count (Fatal)**
  - Source Code – 7 FN270 Override
  - Or Source Code – 8 GE Record
  - FED CCT Flag - N
- Could not determine where this student should count, so the student will not be counted at either entity
- Review data in ODDEX to compare how data is being reported by both entities
- Communicate with the other entity to determine how this student should be reported



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## FED CCT Status Code FC0008

### Filter on FC0008

- **No errors identified in DEW processing (Informational)**
  - Source Code 7 – FN270 Override
  - or Source Code 8 – GE Record
  - or Source Code 9 – How Received = 6
  - or Source Code A – Sent Reason = AU or JP
  - or Source Code B – Changed to DYS LRE (appears on Buckeye United FCC Report)
  - or Source Code C – How Received = 6 and Grade = PS
  - FED CCT Flag – Y
- Data for the students should be reviewed for accuracy
- Apply filters to verify elements such as disability conditions and LREs
- District staff can be very helpful in verifying data accuracy and completeness



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## Quick Check

The Federal Child Count Detail report will display students who are and who are not included in your count. The report will also indicate students with issues preventing them from being included. Check this report often as it can be affected by another entity's EMIS reporting.

- Have all status codes been reviewed, and all reporting issues corrected?
- When corrections have been made in the student information system (SIS), has that updated data been submitted to EMIS?
- Based on inclusion criteria, are all of your special education students being counted correctly?



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## Troubleshooting the Federal Child Count Statement of Assurances Report



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## Open the FCC Statement of Assurances Report

	A	B	C
1	DISAB CNDTN CODE	DISABILITY DESCR	STUDENT COUNTS
2	--	3, 4, and 5 Year Olds With a disability (Any)	25
3		1 Multiple Disabilities (other than Deaf-Blind)	7
4		2 Deaf-Blindness	0
5		3 Deafness (Hearing Impairment)	5
6		4 Visual Impairments	6
7		5 Speech and Language Impairments	13
8		6 Orthopedic Impairments	1
9		8 Emotional Disturbance (SBH)	12
10		9 Intellectual Disabilities (Formerly Mental Retardation or -see Manua	10
11		10 Specific Learning Disabilities	12
12		12 Autism	2
13		13 Traumatic Brain Injury (TBI)	0
14		14 Other Health Impaired (Major)	3
15		15 Other Health Impaired (Minor)	6
16		16 Developmental Delay	4

**Format the report by wrapping the text in the header row and expanding all columns**



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## Understanding Statement of Assurances

- The report includes
  - only students who have a FED CCT Flag = Y
  - all students age 3 to 5 in the first category
  - students age 6 to 21 in each disability specific category
- Using the above criteria, the next series of slides will match the FCC Detail Report against the FCC Statement of Assurances Report
- When you are told that the counts on this report are incorrect, filtering allows you to show which students are included or not included



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## Filter on FCC CCT Flag

SSID	Emis ID	Last Name	First Name	Middle Name	STATE EQUIV GRADE LEVEL	FED CCT STATUS	FED CCT STATUS CODE	DESCR	FED CCT FLAG
AJ9337130	B18000002	Last Name	First Name	Middle Name	1	FC0008		No errors identified in ODE processing	Y
AX6753160	B18000003					008		No errors identified in ODE processing	
BA1555355	B18000004					008		No errors identified in ODE processing	
JF5996371	B18000005					008		No errors identified in ODE processing	
LY1955107	B18000006					008		No errors identified in ODE processing	
MD6131530	B18000008					008		No errors identified in ODE processing	
WU9917913	B18000009					008		No errors identified in ODE processing	
XFS317335	B18000010					008		No errors identified in ODE processing	
YO950199	B18000011	Last Name	First Name	Middle Name	1	FC0008		No errors identified in ODE processing	
YX3697033	B18000012	Last Name	First Name	Middle Name	1	FC0008		No errors identified in ODE processing	
YX3535763	B18000013					008		No errors identified in ODE processing	
BJ5396753	B18000014					008		No errors identified in ODE processing	
DI9305335	B18000015					008		No errors identified in ODE processing	
KK1911937	B18000016					008		No errors identified in ODE processing	
LX7593339	B18000017					008		No errors identified in ODE processing	
SM5369935	B18000018					008		No errors identified in ODE processing	
XU7966981	B18000019					008		No errors identified in ODE processing	
HK5760563	B18000022					008		No errors identified in ODE processing	
MIS677335	B18000024					008		No errors identified in ODE processing	
OE1953905	B18000025	Last Name	First Name	Middle Name	3	FC0008		No errors identified in ODE processing	
ZL5915970	B18000027	Last Name	First Name	Middle Name	3	FC0008		No errors identified in ODE processing	

Select Y on the FED CCT Flag Filter on the FCC Detail Report

These are the students who are included in the Statement of Assurances Report

Filter menu for 'FED CCT FLAG' column. The 'Y' checkbox is selected.



## Add Second Filter on Student Age Number

First Name	Middle Name	STATE EQUIV GRADE LEVEL	FED CCT STATUS	FED CCT FLAG	FED CCT LRE CODE	LEGAL DIST	DISAB	OF RES	CNDTN	STDTN AGE NUMBER
First Name	Middle Name		1	FC0008	Y	IE14				
First Name	Middle Name		1	FC0008	Y	IE13				
First Name	Middle Name		1	FC0008	Y	IE15				
First Name	Middle Name		1	FC0008	Y	IE39				
First Name	Middle Name		1	FC0008	Y	IE15				
First Name	Middle Name		1	FC0008	Y	IE13				
First Name	Middle Name		1	FC0008	Y	IE13				
First Name	Middle Name		1	FC0008	Y	IE13				
First Name	Middle Name		1	FC0008	Y	IE13				
First Name	Middle Name		1	FC0008	Y	IE39				
First Name	Middle Name		1	FC0008	Y	IE39				
First Name	Middle Name		1	FC0008	Y	IE15				
First Name	Middle Name		1	FC0008	Y	IE13				
First Name	Middle Name		1	FC0008	Y	IE39				
First Name	Middle Name	2	FC0008		Y	IE13				
First Name	Middle Name	2	FC0008		Y	IE13				
First Name	Middle Name	3	FC0008		Y	IE15				
First Name	Middle Name	3	FC0008		Y	IE13				

Select ages 3, 4 and 5 on the Student Age Number Filter

These students are included in the 3, 4, and 5-year-olds with any disability on the Statement of Assurances report

Filter menu for 'STDTN AGE NUMBER' column. The checkboxes for ages 3, 4, and 5 are selected.





## Matching Data Between Reports

**1. From the filtered students on the FCC Detail Report, select a range of cells and see the "count" appear at the bottom of the spreadsheet.**

**2. This will match the count on the Statement of Assurances.**

A	B	C
--	3, 4, and 5 Year Olds With a disability (Any)	25
1	Multiple Disabilities (other than Deaf-Blind)	7
2	Deaf-Blindness	0
3	Deafness (Hearing Impairment)	5
4	Visual Impairments	6
5	Speech and Language Impairments	13
6	Orthopedic Impairments	1
8	Emotional Disturbance (SBH)	12
9	Intellectual Disabilities (Formerly Mental Retardation or -see Manua	10
10	Specific Learning Disabilities	12
12	Autism	2
13	Traumatic Brain Injury (TBI)	0
14	Other Health Impaired (Major)	3
15	Other Health Impaired (Minor)	6
16	Developmental Delay	4

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## Arrange All

**With two spreadsheets open at the same time, from the View tab select "Arrange All" and then "Vertical" and "OK"**

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# Arrange All cont'd

**"Arrange All" allows both spreadsheets to be viewable at the same time**

A	B	C	D	E	F	G	H
1	DISAB CNDTN	DISABILITY DESCR	STUDENT COUNTS				
2	--	3, 4, and 5 Year Olds With a disability (Any)	25				
3		1 Multiple Disabilities (other than Deaf-Blind)	7				
4		2 Deaf-Blindness	0				
5		3 Deafness (Hearing Impairment)	5				
6		4 Visual Impairments	6				
7		5 Speech and Language Impairments	13				
8		6 Orthopedic Impairments	1				
9		8 Emotional Disturbance (SBH)	12				
10		9 Intellectual Disabilities (Formerly Mental Retardation or -see Manua	10				
11		10 Specific Learning Disabilities	12				
12		12 Autism	2				
13		13 Traumatic Brain Injury (TBI)					
14		14 Other Health Impaired (Major)	3				
15		15 Other Health Impaired (Minor)	6				
16		16 Developmental Delay	4				

A	B	C	D	E	F	G	H	
1	LEA IRN	Bldg IRN	CODE	SSID	Emis ID	Last Name	First Name	Middle Name
2	404040	229901	I	AJ9337130	B18000002	Last Name	First Name	Middle Name
3	404040	229901	I	AX6753160	B18000003	Last Name	First Name	Middle Name
4	404040	229901	I	BA1555355	B18000004	Last Name	First Name	Middle Name
5	404040	229901	I	JF5996371	B18000005	Last Name	First Name	Middle Name
6	404040	229901	I	LY1955107	B18000006	Last Name	First Name	Middle Name
7	404040	229901	F	MA3353050	B18000007	Last Name	First Name	Middle Name
8	404040	229901	I	MD5131530	B18000008	Last Name	First Name	Middle Name
9	404040	229901	I	WU9917913	B18000009	Last Name	First Name	Middle Name
10	404040	229901	I	XF5317335	B18000010	Last Name	First Name	Middle Name
11	404040	229901	I	YO9950199	B18000011	Last Name	First Name	Middle Name
12	404040	229901	I	YX3697033	B18000012	Last Name	First Name	Middle Name
13	404040	229901	I	YX5353763	B18000013	Last Name	First Name	Middle Name
14	404040	229901	I	BJ5396753	B18000014	Last Name	First Name	Middle Name



# Change the Student Age Filter

J	K	L	M	N	O	P
FED CCT STATUS	FED CCT STATUS CODE DESCR	FED CCT FLAG	FED CCT LRE CODE	LEGAL DIST OF RES	DISAB CNDTN	STDNT AGE NUMBER
1	CODE	DESCR	FLAG	IRN	CODE	NUMBER
14	FC0008	No errors identified in ODE processing	Y	IE39		
15	FC0008	No errors identified in ODE processing	Y	IE15		
16	FC0008	No errors identified in ODE processing	Y	IE13		
17			Y	IE39		
18			Y	IE13		
19			Y	IE13		
20			Y	IE15		
21			Y	IE13		
22			Y	IE15		
23			Y	IE13		
24			Y	IE15		
25			Y	IE14		
26			Y	IE13		
27			Y	IE15		
28			Y	IE15		
29			Y	IE15		
30	FC0008	No errors identified in ODE processing	Y	IE15		
31			Y	IE15		
32			Y	IE15		
33			Y	IE15		
34			Y	IE15		
35			Y	IE15		
36			Y	IE15		
37			Y	IE15		
38			Y	IE15		
39			Y	IE15		
40			Y	IE15		
41			Y	IE15		
42			Y	IE15		
43			Y	IE15		
44	FC0008	No errors identified in ODE processing	Y	IE13		
45	FC0008	No errors identified in ODE processing	Y	IE15		
46	FC0008	No errors identified in ODE processing	Y	IE15		
47	FC0008	No errors identified in ODE processing	Y	IE13		
48	FC0008	No errors identified in ODE processing	Y	IE13		
49	FC0008	No errors identified in ODE processing	Y	IE13		
50	FC0008	No errors identified in ODE processing	Y	IE13		
51	FC0008	No errors identified in ODE processing	Y	IE13		
52	FC0008	No errors identified in ODE processing	Y	IE15		

**Leave the FED CCT Flag Column filter set to show only Y values**

**Change the filter for the Student Age Number column to include all ages except 3, 4, and 5**

Sort Smallest to Largest

Sort Largest to Smallest

Sort by Color

Sheet View

Clear Filter From "STDNT AGE NUMBER"

Filter by Color

Number Filters

Search

(Select All)

3

4

5

6

7

8

9

10

OK Cancel





## Add a Third Filter

**Add a third filter in the DISAB CNDTN CODE column**

**Select one disability code at a time**



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## Match the Data Between the Reports

A	B	C
	3, 4, and 5 Year Olds With a disability (Any)	25
	1 Multiple Disabilities (other than Deaf-Blind)	7
	2 Deaf-Blindness	0
	3 Deafness (Hearing Impairment)	5
	4 Visual Impairments	6
	5 Speech and Language Impairments	13
	6 Orthopedic Impairments	1
	8 Emotional Disturbance (SBH)	1
	14 Other Health Impaired (Major)	3
	15 Other Health Impaired (Minor)	6
	16 Developmental Delay	4

L	M	N	O	P	Q	R
FED CCT FLAG	FED CCT LRE CODE	LEGAL DIST OF RES IRN	DISAB CNDTN CODE	STNDNT AGE NUMBER	DIST LRE SRC CODE	DIST LRE SRC DESCR
Y	IE15	606060	1	6	8	GE Record
Y	IE15	606060	1	6	8	GE Record
Y	IE13	606060	1	6	8	GE Record
Y	IE15	606060	1	7	8	GE Record
Y	IE15	606060	1	11	8	GE Record

**1. From the filtered students on the FCC Detail Report, select a range of cells and see the "count" appear at the bottom of the spreadsheet.**

**2. This will match the count on the Statement of Assurances.**

(FCCD-001) Federal Child Count  
7 of 188 records found  
Count: 7



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## Quick Check

The Federal Child Count Statement of Assurances Report is derived from the same data that is on the FCC Detail Report. Using filters, you can match the data between the reports. The Statement of Assurances is sometimes requested by auditors.

- Can you match the data between the two reports using filters?
- Are you seeing the numbers of students that you were expecting?
- Has this data been shared with others in your district?



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## Summary

- The FCC Reports contain both data to verify and issues to correct
- Some issues can be corrected, and some are simply stating the fact that the student cannot be included in the count
- Work with district staff to verify that the data is both correct and complete
- “No errors” does not necessarily mean that your data is accurate



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## Resources

- Federal Child Count Detail Report and Federal Child Count Statement of Assurances Report Explanation
  - DEW Home > Data > EMIS > Documentation > EMIS Validation and Report Explanations
- EMIS Manual
  - DEW Home > Data > EMIS > Documentation > EMIS Manual
- Your district staff
- Your ITC



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## Questions?

**If you would like a certificate of attendance for this training, you must complete the below feedback form within 5 business days of this training**

<https://tinyurl.com/EA-District-Feedback>



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