Troubleshooting Federal Child Count Reports



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The Department of Education and Workforce funds development of EMIS training materials as part of the EMIS Alliance grant. There is an expectation that ITCs will utilize these materials in training provided to your districts. That said, there are restrictions on use of the EMIS Alliance materials as follows: Materials developed as part of the EMIS Alliance program must be provided at no cost to your training participants. If you utilize the EMIS Alliance training materials – in whole or in part – you must not charge participants a fee to attend the class where the materials are used. Likewise, you may not use the materials or any portion thereof in any event where a fee is charged to attend. Exceptions must be approved in writing by the Department in advance of scheduling/promoting any event which may violate these restrictions.

Questions regarding appropriate use of EMIS Alliance materials, or requests for exception to the restrictions noted above, should be directed to Melissa Hennon [Melissa.Hennon@education.ohio.gov].



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Overview

- The Federal Child Count (FCC)
 - Counts students with disabilities who are receiving special education services according to their IEPs as of October 31
 - Determines the amount of Special Education Part-B IDEA and Early Childhood Special Education funds Ohio receives
 - Is collected from all LEAs (except for ESCs and JVSDs) through the Education Management Information System (EMIS) and submitted to the US Department of Education (USDOE)
- Today's 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 19, 2025
 - FCC reporting ends when the Student and SOES Collections close
 - There is no Final Correction Opportunity 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
- Reports may include data reported by other LEAs
- Always review the most recent version of the reports throughout the data collection process
- Submit updated EMIS data to correct any errors in the reports

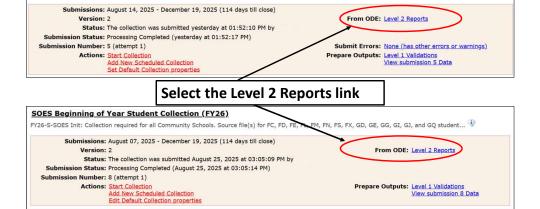


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Level 2 Reports

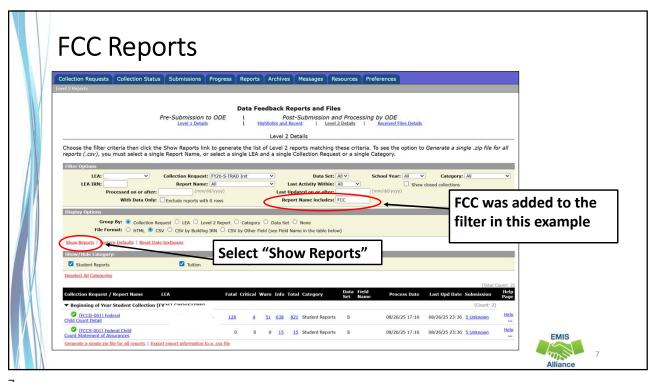
Beginning of Year Student Collection (FY26)



rY26-S-TRAD Init: Collection required for all Traditional Districts, JVSDs, ESCs, and State Supported Schools. Source file(s) for GI, FS, FD, FM, FN, ... 🕦

EMIS

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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 provides detailed student data related to the Federal Child Count. This report is critical tool for reviewing and correcting data. Districts should carefully review it 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
- Inclusion Rules Who is and is not included in my FCC?
- FCC Report Data
- Status Codes and corrective actions required

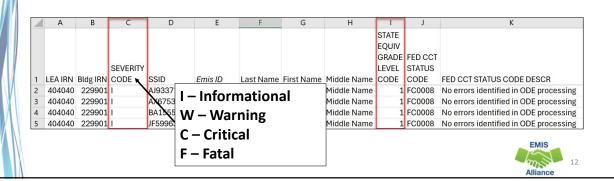


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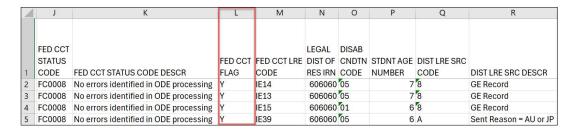
Severity Codes

- Severity Codes
 - Report is sorted from least severe to most severe
 - Each Status Code correlates to a specific Severity Code
 - All students should be reviewed regardless of Severity Code



Federal Child Count Flag

- FED CCT FLAG
 - Y Student is included in the Federal Child Count
 - N Student is not included in the Federal Child Count





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Who is included in my FCC?

- In most cases, students count at their resident district
- Exceptions:
 - Students attending:
 - Community Schools
 - STEM Districts
 - Buckeye United (DYS)
 - Non-Public Students Receiving Related Services:
 - Counted 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 <u>not</u> included in my FCC?

- Students with a disability as of October 31 who do not have an active IEP event reported 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
- For more details and exceptions, refer to the FCC Level 2 Report Explanation, section "Include in USDOE Count"

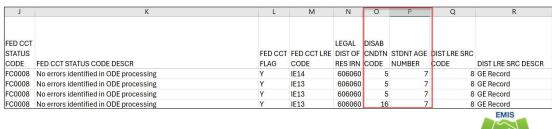


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FCC Report Data

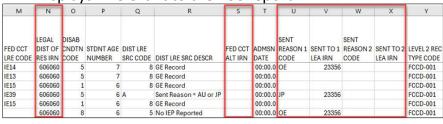
- Disability Condition Code
 - Student must have a disability reported in EMIS as of October 31 to be included on the FCC report
 - Review carefully to ensure accuracy
- Student Age Number
 - Represents the student's age as of October 31



FCC Report Data, cont'd

- Legal District of Residence
- FED CCT ALT IRN
 - This field is populated when the student has a Status Code of FC0006, with the LEA IRN of the district where the student counts.
- Sent Reasons and IRNs

• Displays if relevant to the FCC report

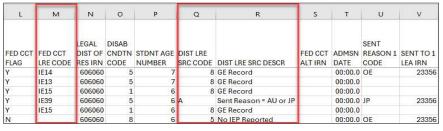




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FCC Report Data, cont'd

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

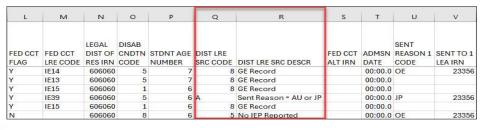




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DIST LRE Source Codes

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





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DIST LRE Source Codes, cont'd

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



Quick Check

The Federal Child Count Detail Report contains data specific to students with disabilities. Understanding each column is essential for analyzing the data for accuracy and completeness. Not every issue is flagged as an error, so is important to carefully review all data on the report.

- 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?



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FED CCT Status Codes

FED CCT STATUS CODE and FED CCT STATUS CODE DESCR

- Indicates the status of a student regarding inclusion in the count
- Shows whether a data issue exists or if no errors are identified
- Even if no errors are reported, data should still be reviewed for accuracy

1	J	K	L	M	N	0
STATE						
EQUIV						
GRADE	FED CCT			FED CCT	LEGAL	DISAB
LEVEL	STATUS		FED CCT	LRE	DIST OF	CNDTN
CODE	CODE	FED CCT STATUS CODE DESCR	FLAG	CODE	RES IRN	CODE
PS	FC0008	No errors identified in ODE processing	Υ	IE51	606060	5
PS	FC0004	No IEP reported for Oct 31 date	N		606060	16
PS	FC0008	No errors identified in ODE processing	Υ	IE51	606060	12
PS	FC0008	No errors identified in ODE processing	Υ	IE51	606060	5
PS	FC0004	No IEP reported for Oct 31 date	N		606060	12



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FED CCT Status Code FC0001

Filter on FC0001

- On Oct 31, Student age is outside the 3-21 range (Fatal)
 - Source Code 3 Student age is not 3 21
 - FED CCT FLAG N
- Check the student's reported date of birth on the Student Demographic (GI) Record to confirm age
- If the 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 align with the student's age and grade level
 - If it does not align, report the correct LRE the FN270 element



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, <u>including Preschool</u> Count as School Aged Student
 - School Aged LRE Expected (IE13-IE39)

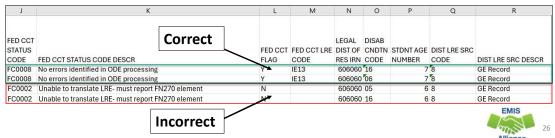


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Reporting the FN270 Element

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



Additional Information on FN270 Reporting

- The Department reviews the LRE on the latest reported IEP event effective as of October 31
- The value in the FN270 element takes precedence over the LRE
- Reporting an FN270 value is not limited to PS and KG students
- 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 valid IEP exists on October 31, then the FN270 value will be ignored



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Additional Information on FN270 Reporting, cont'd

The LRE typically does not change without a new IEP being completed and reported, but there are some cases, especially for 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
 - an expelled student placed in an alternative placement that is in effect on October 31
 - a preschool student (especially part-time), whose parental placement in a private preschool could change the LRE
- For questions regarding 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 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



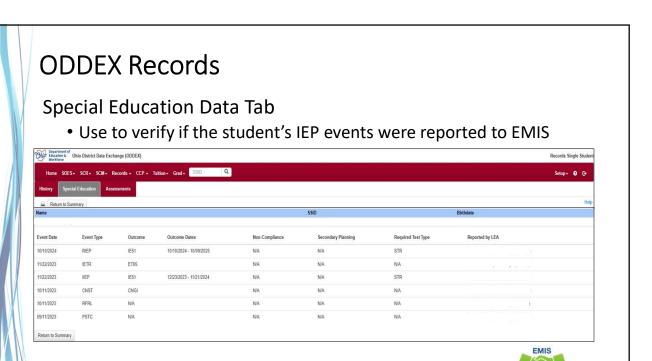
29

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
- Confirm the most recent IEP was reported to EMIS
- If appropriate, report an NIEP





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 12 can be used until the end of the IEP that was not 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
 - or Source Code 9 How Received = 6
 - 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
- For more details and exceptions, refer to the FCC Level 2 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
- Applies to Non-Public special education students receiving related services from reporting district with no IEP reported on October 31
 - Individualized Service Plans (ISP) are not considered for this report
 - If no IEP is in place on October 31, the student is not included in the Federal Child Count



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Students Reported by Multiple Districts

Tie Breakers

- 1. Student will count at Buckeye United (060988) if reported by Buckeye United
- 2. Student will count where Reporting IRN = District of Residence IRN ~OR~ 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 in #2 above), the student counts for the entity with the later admission date
- 4. If multiple entities are claiming the student in the same way (as in #2 above), and report the same admission date, 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
 - Source Code 5 No IEP Reported verify if special education events need to be reported
 - 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 listed 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



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
- The student will not be counted at either entity because could not determine where this student should count
- Review data in ODDEX to compare how the student 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
- Engage district staff to help verify data accuracy and completeness



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Quick Check

The Federal Child Count Detail report displays all students, including those included and not included in your Federal Child Count. The report will also indicate students with issues preventing them from being included. Regular review is important, as the report can be affected by reporting from other entities.

- 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 special education students being counted correctly?



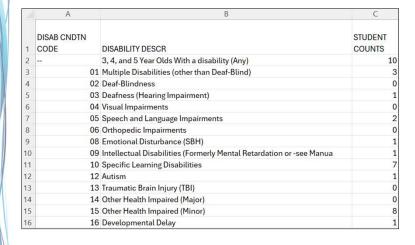
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Troubleshooting the Federal Child Count Statement of Assurances Report



Open the FCC Statement of Assurances Report



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

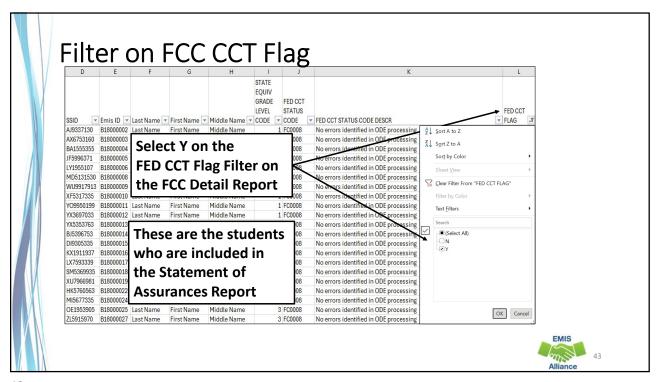


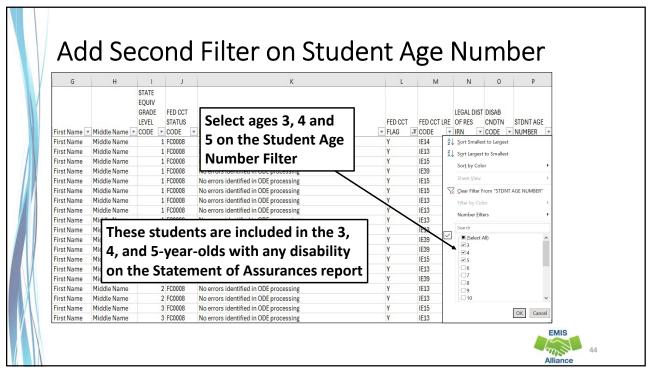
41

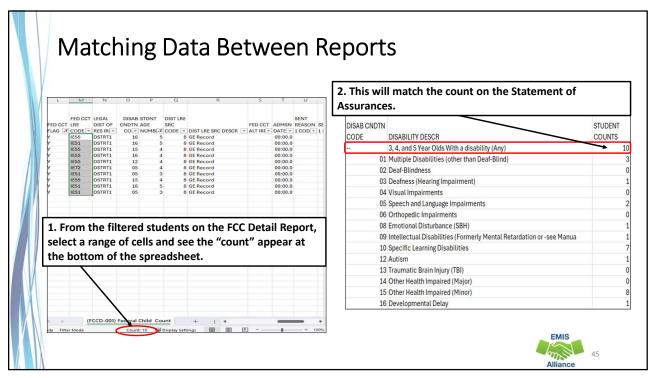
Understanding Statement of Assurances

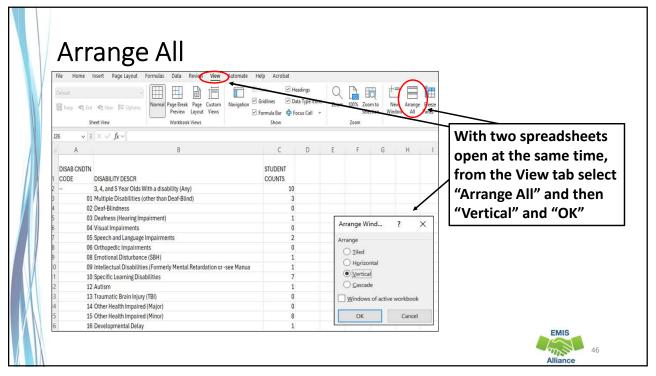
- The report includes students
 - who have a FED CCT Flag = Y
 - 3, 4, and 5 year-olds with a disability
 - age 6 to 21 in each disability-specific category
- Using the criteria above, the next series of slides will match the FCC Detail Report against the FCC Statement of Assurances Report
- When counts on this report are incorrect, filtering allows you to identify which students are included or not included

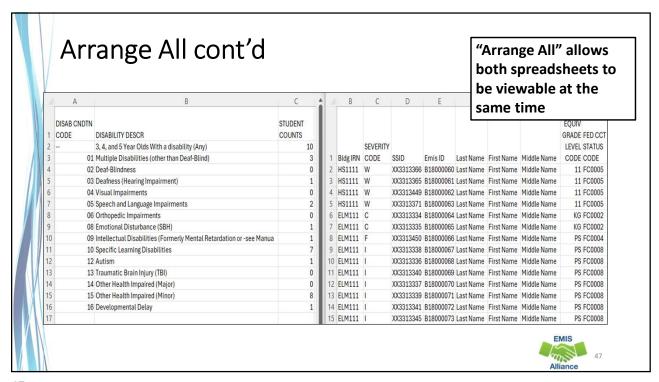


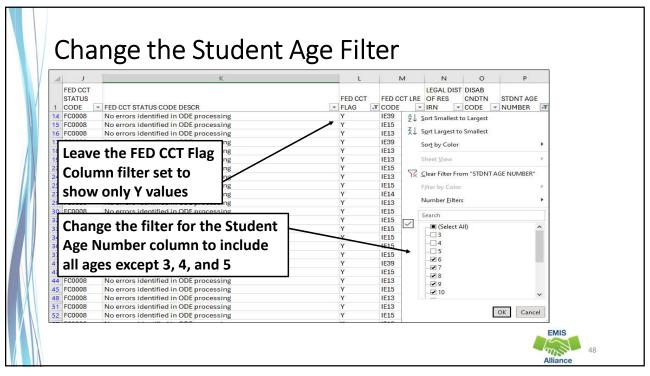


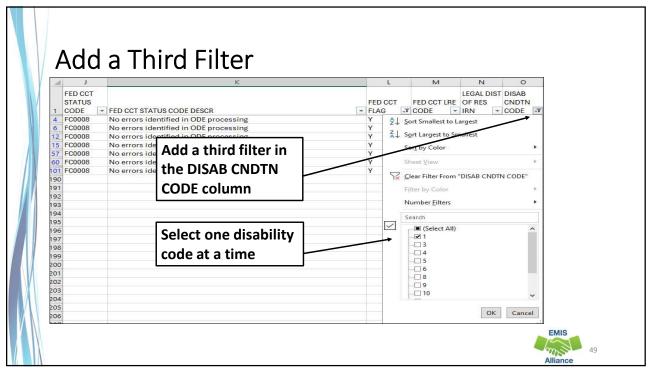


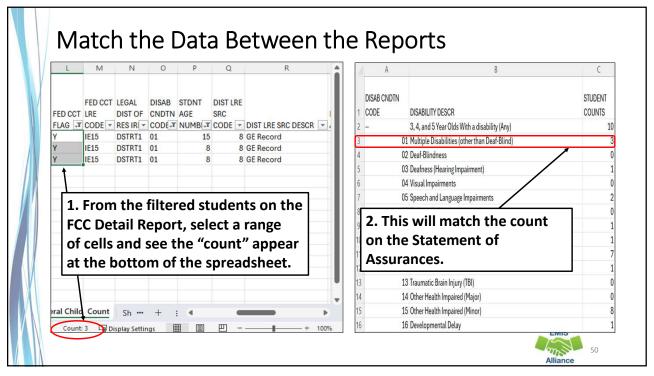












Quick Check

The Federal Child Count
Statement of Assurances
Report is derived from the
same data that is on the FCC
Detail Report. Filters can be
used to match data between
the two reports. The
Statement of Assurances may
be 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 that need correction.
- Some issues can be corrected, while others are simply indicate that a student cannot be included in the count
- Collaborate with district staff to verify 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

