

Troubleshooting Federal Child Count Reports

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 traditional school districts, community schools and STEM districts 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

EMIS Data Collections and the FCC Snapshot


- Four collections may be used to submit FCC Data
 - Beginning of Year Student (S) Collection
 - Midyear Student (S) Collection
 - SOES Beginning of Year Student (S) Collection
 - SOES End of Year Student (S) Collection
- This year the FCC snapshot could be taken as early as December 21, 2017
- FCC Snapshot date to be determined and communicated in an EMIS Newsflash

FCC Reports

- Two FCC Reports
 - (FCCD-001) Federal Child Count Detail
 - (FCCS-001) Federal Child Count Statement of Assurances
- FCC Reports are updated nightly
- Review the most recent version of the reports throughout the data collection process
- Submit updated EMIS data to make corrections to the report

Level 2 Reports

Select the Level 2 Reports link




Beginning of Year Student Collection (FY18)

FY18-S-TRAD Init: Collection required for all Traditional Districts, JVSs, ESCs, and State Supported Schools. Source file(s) for GI, FS, FD, FN, GE, ...

Submissions: September 01, 2017 - December 22, 2017
Version: 2
Status: The collection was submitted October 27, 2017 at 02:00:42 PM by
Submission Status: Processing Completed (October 27, 2017 at 01:59:54 PM)
Submission Number: 5 (attempt 1)
Actions: [Start Collection](#)
[Add New Scheduled Collection](#)
[Set Default Collection properties](#)

From ODE: [Level 2 Reports](#)

Prepare Outputs: [Level 1 Validations](#)
[View submission 4 Data](#)



SOES Beginning of Year Student Collection (FY18)

FY18-S-SOES Init: Collection required for all Community Schools. Source file(s) for GI, FS, FD, FN, GE, FE, FC, FL, GJ, and GQ student record types, l...

Submissions: August 07, 2017 - December 21, 2017
Version: 2
Status: The collection was submitted October 27, 2017 at 03:29:55 PM by
Submission Status: Processing Completed (October 27, 2017 at 03:29:08 PM)
Submission Number: 18 (attempt 1)
Actions: [Start Collection](#)
[Add New Scheduled Collection](#)
[Set Default Collection properties](#)

From ODE: [Level 2 Reports](#)

Prepare Outputs: [View submission 17 Data](#)

FCC Reports

SIFWorks VRF Data Collector Logged in as HROSCH (Logout) | SU

[Collection Requests](#) [Collection Status](#) [Submissions](#) [Progress](#) [Reports](#) [Archives](#) [Preferences](#)

[Collection Requests Summary](#) > [Level 2 Reports](#)

Verify that filters are correct then select “Show Reports”

[Level 1 Reports](#) | [Level 2 Reports](#) | [Received Files](#)

Level 2 Reports

Choose the filter criteria then click the Show Reports link to generate the list of Level 2 reports matching these criteria.

Filter Options

LEA: <input type="text" value="Use IRN below"/>	Collection Request: <input type="text" value="FY18-S-TRAD Init"/>	Data Set: <input type="text" value="All"/>	School Year: <input type="text" value="All"/>	Category: <input type="text" value="All"/>
LEA IRN: <input type="text" value="046623"/>	<input type="checkbox"/> Show closed collections	Last Activity Within: <input type="text" value="All"/>		
Processed on or after: <input type="text"/>	(mm/dd/yyyy)	Last Updated on or after: <input type="text"/>	(mm/dd/yyyy)	
With Data Only: <input type="checkbox"/>	Exclude reports with 0 rows	Report Name includes: <input type="text"/>		

Display Options

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

File Format: CSV HTML

[Show Reports](#) | [Restore Defaults](#) | [Reset Date textboxes](#)

FCC Reports cont'd

Collection Request / Report Name	LEA	Fatal	Critical	Warn	Info	Total	Category	Data Set	Process Date	Last Upd Date	Submission
(Total Count: 8)											
▼ Beginning of Year Student Collection (FY18) (2018S1TRD)											(Count: 8)
✓ (FCCD-001) Federal Child Count Detail	Ansonia Local_046623	14	3	22	63	102	Student	S	11/04/17 00:00	11/01/17 00:00	5 Unknown
✓ (FCCS-001) Federal Child Count Statement of Assurances	Ansonia Local_046623	0	0	0	15	15	Student	S	11/04/17 00:00	11/01/17 00:00	5 Unknown
✓ (FTED-001) FTE Detail	Ansonia Local_046623	91	3	0	870	964	Funding	S	11/04/17 00:00	11/03/17 00:00	5 Unknown
✓ (FTED-003) FTE Adjustments	Ansonia Local_046623	1	17	91	0	109	Funding	S	11/04/17 00:00	11/02/17 00:00	5 Unknown
✓ (FTES-001) FTE Total by Fund Pattern	Ansonia Local_046623	0	0	0	14	14	Funding	S	11/04/17 00:00	11/03/17 00:00	5 Unknown
✓ (FTES-002) FTE Total by Student and Fund Pattern	Ansonia Local_046623	0	0	0	879	879	Funding	S	11/04/17 00:00	11/03/17 00:00	5 Unknown
✓ (FTES-003) FTE Total by Student	Ansonia Local_046623	0	0	0	872	872	Funding	S	11/04/17 00:00	11/03/17 00:00	5 Unknown
✓ (FTES-004) FTE Summary of Students with Adjustments	Ansonia Local_046623	0	0	0	93	93	Funding	S	11/04/17 00:00	10/29/17 00:00	5 Unknown
Generate a single.zip file for all reports Export report information to a .csv file											

Open individual files or generate a zip file

Formatting the FCC Detail Report

Formatting the FCC Detail Report

- The next series of slides will demonstrate these basics
 - Wrap text header row
 - Freeze top row
 - Expand all columns
 - Apply filters
- Open the (FCCD-001) Federal Child Count Detail Report

Wrap Text Header Row

Select the header row by clicking on the number "1"

Then select "Wrap Text"

The screenshot shows the Microsoft Excel interface. The ribbon is set to 'HOME'. The 'Wrap Text' button in the 'Alignment' group is circled in red. An arrow points from this button to the first row of a data table, which is also circled in red. The data table has the following columns: LEA IRN, Bldg IRN, SEVERITY, SSID, Emis ID, Last Name, First Name, Middle Name, FED CCT S, FED CCT S, FED CCT F, FED CCT F.

1	LEA IRN	Bldg IRN	SEVERITY	SSID	Emis ID	Last Name	First Name	Middle Name	FED CCT S	FED CCT S	FED CCT F	FED CCT F
2	222222	666000	W	OM176175	A2212345	Last Name	First Name	Middle Name	FC0003	CIEP most N		
3	222222	111000	I	MW86269	A2212348	Last Name	First Name	Middle Name	FC0008	No errors	Y	IE51
4	222222	222000	I	TR184654	A2212360	Last Name	First Name	Middle Name	FC0008	No errors	Y	IE20
5	222222	444000	I	KO155161	A2212371	Last Name	First Name	Middle Name	FC0008	No errors	Y	IE16
6	222222	444000	I	KS415249	A2212372	Last Name	First Name	Middle Name	FC0008	No errors	Y	IE16
7	222222	444000	I	UA251813	A2212373	Last Name	First Name	Middle Name	FC0008	No errors	Y	IE15
8	222222	444000	I	HW25693	A2212381	Last Name	First Name	Middle Name	FC0008	No errors	Y	IE17
9	222222	444000	I	KL568489	A2212381	Last Name	First Name	Middle Name	FC0008	No errors	Y	IE17
10	222222	444000	I	KB342840	A2212381	Last Name	First Name	Middle Name	FC0008	No errors	Y	IE15

Freeze Top Row

Select the
“View” tab

Then select
“Freeze Panes”
and “Freeze
Top Row”

Scrambled(FCCD-001) Federal Child 222222-2018S1TRDv2-9-All2017-10-29.csv - Excel

FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW **VIEW**

Normal Page Break Preview Page Layout Custom Views Ruler Formula Bar Gridlines Headings Zoom 100% Zoom to Selection New Window Arrange All Freeze Panes Split Hide Unhide View Side by Side Synchronous Scrolling Reset Window Position

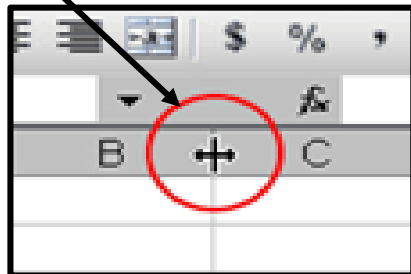
A1 : X ✓ fx LEA IRN

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
1	LEA IRN	Bldg IRN	SEVERITY CODE	SSID	Emis ID	Last Name	First Name	Middle Name	FED STATUS CODE	FED CCT STA COL	DESCR	FLAG	LEA CODE	RESTRN	CODE											
2	222222	666000	W	OM176175	A2212345	Last Name	First Name	Middle Name	FC0003	CIEP	most N			222222											10	
3	222222	111000	I	MW86269	A2212348	Last Name	First Name	Middle Name	FC0008	No errors	Y	IE51	222222												1	
4	222222	222000	I	TR184654	A2212360	Last Name	First Name	Middle Name	FC0008	No errors	Y	IE20	222222												1	
5	222222	444000	I	KO155161	A2212371	Last Name	First Name	Middle Name	FC0008	No errors	Y	IE16	222222												1	
6	222222	444000	I	KS415249	A2212372	Last Name	First Name	Middle Name	FC0008	No errors	Y	IE16	222222												1	
7	222222	444000	I	UA251813	A2212373	Last Name	First Name	Middle Name	FC0008	No errors	Y	IE15	222222												1	
8	222222	444000	I	HW25693	A2212381	Last Name	First Name	Middle Name	FC0008	No errors	Y	IE17	222222												1	
9	222222	444000	I	KL568489	A2212381	Last Name	First Name	Middle Name	FC0008	No errors	Y	IE17	222222												1	
10	222222	444000	I	KR242840	A2212381	Last Name	First Name	Middle Name	FC0008	No errors	Y	IE15	222222												1	

Expand all Columns

Click on the triangle between Column A and Row 1 to select the entire spreadsheet

Place cursor between any two column headers and double click to expand all columns

A screenshot of the Microsoft Excel application. The 'VIEW' ribbon is active, showing options like Ruler, Formula Bar, Gridlines, Headings, Zoom, and Window. The spreadsheet below has columns A through L expanded. A red circle highlights the triangle between column A and row 1. An arrow points from this circle to the double-click cursor icon in the close-up image.

	A	B	C	D	E	F	G	H	I	J	K	L
1	LEA IRN	Bldg IRN	SEVERITY CODE	SSID	Emis ID	Last Name	First Name	Middle Name	FED CCT STATUS CODE	FED CCT STATUS CODE	FED CCT FLAG	FED CCT LRE CODE
2	222222	666000	W	OM176175	A2212345	Last Name	First Name	Middle Name	FC0003	CIEP most N		
3	222222	111000	I	MW86269	A2212348	Last Name	First Name	Middle Name	FC0008	No errors	Y	IE51
4	222222	222000	I	TR184654	A2212360	Last Name	First Name	Middle Name	FC0008	No errors	Y	IE20
5	222222	444000	I	KO155161	A2212371	Last Name	First Name	Middle Name	FC0008	No errors	Y	IE16
6	222222	444000	I	KS415249	A2212372	Last Name	First Name	Middle Name	FC0008	No errors	Y	IE16
7	222222	444000	I	UA251813	A2212373	Last Name	First Name	Middle Name	FC0008	No errors	Y	IE15
8	222222	444000	I	HW25693	A2212381	Last Name	First Name	Middle Name	FC0008	No errors	Y	IE17
9	222222	444000	I	KL568489	A2212381	Last Name	First Name	Middle Name	FC0008	No errors	Y	IE17

Apply Filters

From the "Data" tab choose "Filter"

Filters will be available to select in each column header

The screenshot shows the Microsoft Excel interface with the 'Data' tab selected in the ribbon. The 'Filter' button, represented by a funnel icon, is circled in red. Below the ribbon, the spreadsheet shows column headers with dropdown arrows, indicating that filters are applied. The data table is as follows:

	A	B	C	D	E	F	G	H	I	
	LEA IF	Bldg IF	SEVERITY	CODE	SSID	Emis ID	Last Name	First Name	Middle Name	FED CCT STATUS
1	222222	111000	I	MW8626949	A22123482	Last Name	First Name	Middle Name	FC0008	
2	222222	222000	I	TR1846546	A22123603	Last Name	First Name	Middle Name	FC0008	
3	222222	444000	I	KO1551613	A22123715	Last Name	First Name	Middle Name	FC0008	
4	222222	444000	I	KS4152492	A22123728	Last Name	First Name	Middle Name	FC0008	
5	222222	444000	I	UA2518138	A22123736	Last Name	First Name	Middle Name	FC0008	
6	222222	444000	I	HW2569339	A22123813	Last Name	First Name	Middle Name	FC0008	

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?

Troubleshooting the Federal Child Count Detail Report

Troubleshooting the FCC Detail Report

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

- Student EMIS data
- Severity Codes and Numbers
- Least Restrictive Environment (LRE) Source Codes
- Federal Child Count Flag
- Status Codes and corrective actions

Student EMIS Data

- Disability Condition Code
 - Review for accuracy
- Student Age Number
 - Student's age as of October 31
- Sent Reasons and IRNs
 - Displays if relevant to the FCC
- FED CCT LRE Code – the code that will be used in the Federal Child Count
 - If this is blank, the student is not included in the count

Severity Numbers and Codes

Severity numbers (ERR SEV NUM) are aligned with severity codes

- Report is sorted least severe to most severe

ERR SEV NUM	SEVERITY CODE
15	I - Informational
39	W - Warning
63	C - Critical
79	F - Fatal

Least Restrictive Environment (LRE) Source Codes

Columns - DIST LRE SRC CODE and DIST LRE SRC DESCR

- Use in conjunction with the FCC Status Codes when analyzing report data
 - 3 = Student's age is not 3 – 21
 - 5 = No IEP Reported (Uses IENS "IEP outcome not served" as LRE)
 - 7 = FN270 Override
 - 8 = GE Record
 - 9 = How Received = 6
 - FED CCT LRE CODE will be IE39
 - A = Sent Reason = AU or JP
 - FED CCT LRE CODE will be IE39 if age 6 or older and IE51 if age 3-5

Federal Child Count Flag

Column - FED CCT FLAG

- Y – Student included in the Federal Child Count
- N – Student not included in the Federal Child Count
- In some cases, the flag can be set to “Y” and the student has an LRE of IENS (IEP Complete Not Served)
- Review all students on the report regardless of flag

FED CCT Status Codes

Columns - 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
- The following slides will filter on each Status Code and provide suggestions for error resolution

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

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
- The FCC considers age and not grade level
- As of October 31 the student's IEP Outcome (LRE) must agree with the student's age
 - Students 3 through 5 = preschool LRE
 - Students 6 through 21 = school-aged LRE

Reporting the FN270 Element

Updated October 31 IEP Outcome Element (FN270)

- Student's age is under 6 years old while their IEP on October 31 has a school-aged outcome – report a preschool LRE FN270 element
- Student's age is over 5 years old while their IEP on October 31 has a preschool outcome, report a school-aged LRE FN270 element
- 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 will appear in the column FED CCT LRE CODE
- When reported incorrectly the FED CCT LRE CODE column will be blank

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

FED CCT Status Code FC0004

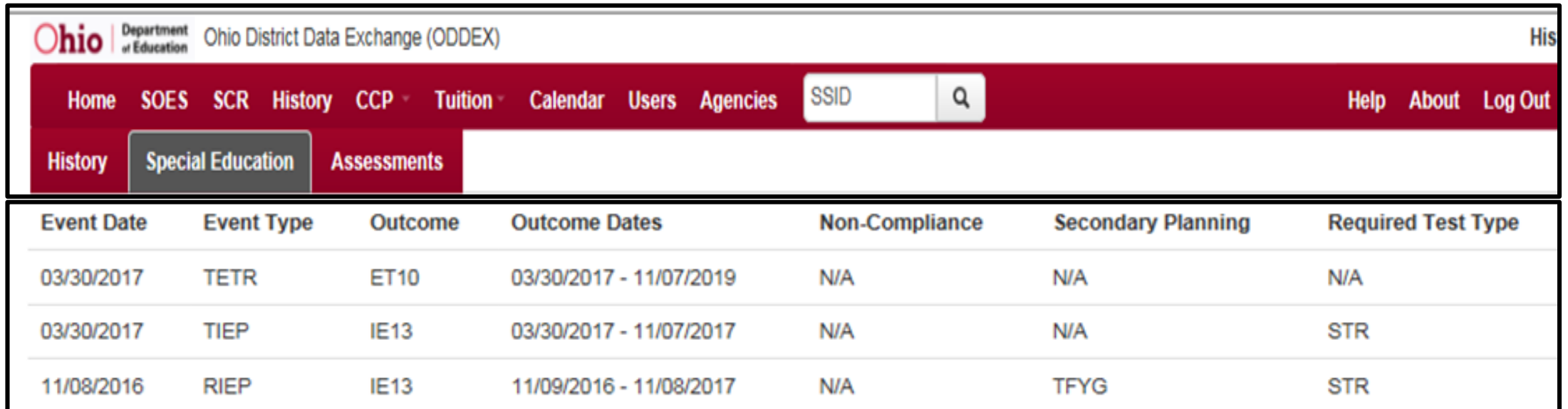
Filter on FC0004

- **No LRE reported for Oct 31 date – assigned no services LRE (Fatal)**
 - Source Code 5 - No IEP Reported
 - FED CCT Flag - Y
 - FED CCT LRE CODE – IENS
- These students are included in the count
- Verify the student's special education event records as of October 31
- Verify the most recent IEP was reported to EMIS

ODDEX History

Special Education Data Tab

- This is a great way to verify if the student's IEP events were reported to EMIS



Event Date	Event Type	Outcome	Outcome Dates	Non-Compliance	Secondary Planning	Required Test Type
03/30/2017	TETR	ET10	03/30/2017 - 11/07/2019	N/A	N/A	N/A
03/30/2017	TIEP	IE13	03/30/2017 - 11/07/2017	N/A	N/A	STR
11/08/2016	RIEP	IE13	11/09/2016 - 11/08/2017	N/A	TFYG	STR

NIEP Date Type - No IEP

Reporting an NIEP event

- NIEP is reported when services are being provided without an active IEP
- NIEP events can only be reported in specific situations
 - Student newly transferred in; IEP adoption determination not complete; services being provided based on prior IEP
 - IEP expired; new IEP not in place; services being provided based on prior IEP
 - IEP current, but not reported to EMIS in prior collection; services provided based on current IEP
- NIEP cannot be used prior to an Initial IEP being written and services provided

FED CCT Status Code FC0005

Filter on FC0005

- **Student does not meet inclusion filter in this 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
 - FED CCT Flag - N
- Review Student Standing (FS) Record coding for accuracy
- Refer to the Federal Child Count Report Explanation, section “Include in USDOE Count”
- Open enrolled in and court placed in students can have this status at the educating district

Multiple District Tie Breakers

1. Student counts 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)
2. If entities are claiming the student in the same way (as above), then the student is included at the entity with the later Admission Date
3. If entities are claiming the student in the same way as in number 1 and reporting the student with the same admission date, then the student will not count for any district

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 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

FED CCT Status Code FC0007

Filter on FC0007

- **Student excluded -conflict in where 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

FED CCT Status Code FC0008

Filter on FC0008

- **No errors identified in ODE 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
 - FED CCT Flag - Y
- Data for the students should still 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

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 effected 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?

Troubleshooting the Federal Child Count Statement of Assurances Report

Open the FCC Statement of Assurances Report

	A	B	C
	DISAB CNDTN		STUDENT COUNTS
1	CODE	DISABILITY DESCR	
2	--	3, 4, and 5 Year Olds With a disability (Any)	22
3	1	Multiple Disabilities (other than Deaf-Blind)	18
4	2	Deaf-Blindness	0
5	3	Deafness (Hearing Impairment)	4
6	4	Visual Impairments	1
7	5	Speech and Language Impairments	6
8	6	Orthopedic Impairments	2
9	8	Emotional Disturbance (SBH)	18
10	9	Intellectual Disabilities (Formerly Mental Retardation or -see Manua	5
11	10	Specific Learning Disabilities	23
12	12	Autism	19
13	13	Traumatic Brain Injury (TBI)	2
14	14	Other Health Impaired (Major)	0
15	15	Other Health Impaired (Minor)	14
16	16	Developmental Delay	0
17			

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

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

Filter on FCC CCT Flag

Scrambled(FCCD-001) Federal Child Count Detail.csv - Excel

FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW

From Access From Web From Text From Other Sources Existing Connections Refresh All Properties Edit Links Connections Sort & Filter Filter Clear Reapply Advanced Text to Columns Flash Fill Remove Duplicates Data Validation Consolidate What-If Analysis Relationships

A1 LEA IRN

	H	I	J	K	L	M
	Middle Name	FED CCT STATUS CODE	FED CCT STATUS CODE DESCR	FED CCT FLAG	FED CCT LRE CODE	LEGAL DIST OF RES ID
1	Middle Name	FC0003	CIEP most recent IEP- should be no disability	N		
2	Middle Name	FC0008	No errors identified in ODE processing	Y		
3	Middle Name	FC0008	No errors identified in ODE processing	Y		
4	Middle Name	FC0008	No errors identified in ODE processing	Y		
5	Middle Name	FC0008	No errors identified in ODE processing	Y		
6	Middle Name	FC0008	No errors identified in ODE processing	Y		
7	Middle Name	FC0008	No errors identified in ODE processing	Y		
8	Middle Name	FC0008	No errors identified in ODE processing	Y		
9	Middle Name	FC0008	No errors identified in ODE processing	Y		
10	Middle Name	FC0008	No errors identified in ODE processing	Y		
11	Middle Name	FC0008	No errors identified in ODE processing	Y		
12	Middle Name	FC0008	No errors identified in ODE processing	Y		
13	Middle Name	FC0008	No errors identified in ODE processing	Y		
14	Middle Name	FC0008	No errors identified in ODE processing	Y		
15	Middle Name	FC0008	No errors identified in ODE processing	Y		
16	Middle Name	FC0008	No errors identified in ODE processing	Y		
17	Middle Name	FC0008	No errors identified in ODE processing	Y		
18	Middle Name	FC0008	No errors identified in ODE processing	Y		
19	Middle Name	FC0008	No errors identified in ODE processing	Y		
20	Middle Name	FC0008	No errors identified in ODE processing	Y		
21	Middle Name	FC0008	No errors identified in ODE processing	Y		

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 on Student Age Number

The screenshot shows the Microsoft Excel interface with the 'DATA' tab selected. The 'Filter' button is highlighted in the 'Sort & Filter' group. A filter dropdown menu is open for the 'STUDENT AGE NUMBER' column, showing a list of ages from 3 to 11. The ages 3, 4, and 5 are checked, indicating they are selected for the filter. The spreadsheet data includes columns for LRE codes, legal districts, disability codes, and student age numbers.

	L	M	N	O	P	Q
1	FED CCT LRE CODE	LEGAL DIST OF RES ID	DISAB CNDTN CODE	STUDENT AGE NUMBER	DIST LRE SRC CODE	DIST LRE SRC
3	IE51		222222	1		
21	IE62		222222	3		
23	IE51		222222	4		
25	IE51		222222	5		
26	IE51		222222	5		
28	IE51		222222	5		
31	IE51		222222	6		
36	IE70		222222	8		
77	IE51		222222	12		
78	IE51		222222	12		
102	IE51		222222	16		
103	IE51		222222	16		
104	IE51		222222	16		
105	IE51		222222	16		
106	IE51		222222	16		
113	IE51		222222	12		
114	IE51		222222	12		
120	IE51		222222	16		
125			222222	5		

Select ages 3, 4 and 5 on the FCC Detail Report

These students are included in the 3, 4, and 5 year olds with a disability (any) category

Matching Data Between Reports

LEGAL DIST OF RES IF	DISAB CNDTN CODE	STDNT AGE NUMB	DIST LRE SRC CODE	DIST LRE SRC DESCR	FED CCT ALT IR	ADMSN DATE	SENT REASON 1 COD	SENT TO 1 LEA IF	SENT REASON 2 COD	SENT TO 2 LEA
222222	1	3	8	GE Record		00:00.0	MR	777777		
222222	3	5	8	GE Record		00:00.0	OS	111111		
222222	4	5	8	GE Record		00:00.0	OS	111111		
222222	5	4	8	GE Record		00:00.0				
222222	5	4	8	GE Record		00:00.0	SE	888888		
222222	5	4	8	GE Record		00:00.0	MR	777777		
222222	6	5	8	GE Record		00:00.0				
222222	8	5	8	GE Record		00:00.0				
222222	12	5	8	GE Record		00:00.0	MR	777777		
222222	12	4	8	GE Record		00:00.0				
222222	16	3	8	GE Record		00:00.0				
222222	16	4	8	GE Record		00:00.0				
222222	16	5	8	GE Record		00:00.0				
222222	16	4	8	GE Record		00:00.0	FC	888888		
222222	16	4	8	GE Record		00:00.0	MR	777777		
222222	12	3	A	Sent Reason = AU or JP		00:00.0	AU	999999		
222222	12	4	A	Sent Reason = AU or JP		00:00.0	AU	999999		
222222	16	4	A	Sent Reason = AU or JP		00:00.0	AU	999999		
222222	5	4	5	No IEP Reported		00:00.0				
222222	15	5	5	No IEP Reported		00:00.0	FC	888888		
222222	16	3	5	No IEP Reported		00:00.0	MR	777777		
222222	16	4	5	No IEP Reported		00:00.0	MR	777777		

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

	A	B	C
	DISAB CNDTN		STUDENT COUNTS
1	CODE	DISABILITY DESCR	
2	--	3, 4, and 5 Year Olds With a disability (Any)	22
3	1	Multiple Disabilities (other than Deaf-Blind)	18
4	2	Deaf-Blindness	0
5	3	Deafness (Hearing Impairment)	4
6	4	Visual Impairments	1
7	5	Speech and Language Impairments	6
8	6	Orthopedic Impairments	2
9	8	Emotional Disturbance (SBH)	18
10	9	Intellectual Disabilities (Formerly Mental Retardation or -see Manua	5
11	10	Specific Learning Disabilities	23
12	12	Autism	19
13	13	Traumatic Brain Injury (TBI)	2
14	14	Other Health Impaired (Major)	0
15	15	Other Health Impaired (Minor)	14
16	16	Developmental Delay	0

COUNT: 22



Arrange All

The screenshot shows the Microsoft Excel interface with the 'VIEW' tab selected. The 'Arrange All' option in the 'Arrange Windows' dialog box is highlighted. The dialog box also shows the 'Vertical' option selected under the 'Arrange' section.

DISAB CNDTN CODE	DISABILITY DESCR	STUDENT COUNTS
--	3, 4, and 5 Year Olds With a disability (Any)	22
1	Multiple Disabilities (other than Deaf-Blind)	18
2	Deaf-Blindness	0
3	Deafness (Hearing Impairment)	4
4	Visual Impairments	1
5	Speech and Language Impairments	6
6	Orthopedic Impairments	2
8	Emotional Disturbance (SBH)	18
9	Intellectual Disabilities (Formerly Mental Retardation or -see Manua	5
10	Specific Learning Disabilities	23
12	Autism	19
13	Traumatic Brain Injury (TBI)	2
14	Other Health Impaired (Major)	0
15	Other Health Impaired (Minor)	14
16	Developmental Delay	0

When two spreadsheets are open at the same time, from the View tab select "Arrange All" and then "Vertical"

Arrange All cont'd

The image shows two overlapping Microsoft Excel windows. The left window is titled "Scrambled(FCCS-001) Federal Child Count Statement o..." and displays a spreadsheet with columns A, B, and C. Column A contains "DISAB CNDTN CODE" and "DISABILITY DESCR", column B contains "DISABILITY DESCR", and column C contains "STUDENT COUNTS". The data includes categories like "3, 4, and 5 Year Olds With a disability (Any)", "Multiple Disabilities (other than Deaf-Blind)", "Deaf-Blindness", "Deafness (Hearing Impairment)", "Visual Impairments", "Speech and Language Impairments", "Orthopedic Impairments", "Emotional Disturbance (SBH)", "Intellectual Disabilities (Formerly Mental Retardation or -see Manua)", "Specific Learning Disabilities", "Autism", "Traumatic Brain Injury (TBI)", "Other Health Impaired (Major)", "Other Health Impaired (Minor)", and "Developmental Delay". The right window is titled "Scrambled(FCCD-001) Federal Child Co..." and displays a list of "Middle Name" and "FED CCT STATUS CODE" with descriptions. The "Arrange All" button is highlighted in the left window's ribbon. A callout box on the right contains the text: "Arrange All" allows both spreadsheets to be viewable at the same time.

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

Add a Third Filter

Add a third filter in the DISAB CNDTN CODE column

Select one disability code at a time

K	L	M	N	O	P	Q	R	S	T
FED CCT	LEGAL	DISAB	STDNT	DIST LRE					
FLAG	CODE	RES IF	CODE	NUMB	CODE	DIST LRE SRC	DESCR		
				8	8	GE Record			
				16	8	GE Record			
				16	8	GE Record			
				15	8	GE Record			00:00.0 OS
				17	8	GE Record			00:00.0 NP
				16	8	GE Record			00:00.0 NP
				20	8	GE Record			00:00.0
				15	8	GE Record			00:00.0 OS
				20	8	GE Record			00:00.0 NP
				18	8	GE Record			00:00.0 JV
				19	8	GE Record			00:00.0 JV
				19	8	GE Record			00:00.0 MR
				12	8	GE Record			00:00.0 OS
				13	8	GE Record			00:00.0 NP
				6	8	GE Record			00:00.0 SE
				8	8	GE Record			00:00.0 SE
				9	8	GE Record			00:00.0 SE
				14	8	GE Record			00:00.0 SE
				6	8	GE Record			00:00.0 OS
				11	8	GE Record			00:00.0
	Y	IE13	222222	5	13	8	GE Record		00:00.0
	Y	IE13	222222	6	6	8	GE Record		00:00.0
	Y	IE13	222222	6	11	8	GE Record		00:00.0
	Y	IE14	222222	8	8	8	GE Record		00:00.0
	Y	IE17	222222	8	11	8	GE Record		00:00.0 NP

Match the Data Between the Reports

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

FED CCT	LEGAL	DISAB CNDTN	STDNT AGE	DIST LRE SRC	DIST LRE SRC DESCR
Y	IE20	22222	1	8	8 GE Record
Y	IE16	22222	1	16	8 GE Record
Y	IE16	22222	1	16	8 GE Record
Y	IE15	22222	1	15	8 GE Record
Y	IE17	22222	1	17	8 GE Record
Y	IE17	22222	1	16	8 GE Record
Y	IE15	22222	1	20	8 GE Record
Y	IE16	22222	1	15	8 GE Record
Y	IE20	22222	1	20	8 GE Record
Y	IE15	22222	1	18	8 GE Record
Y	IE15	22222	1	19	8 GE Record
Y	IE16	22222	1	19	8 GE Record
Y	IE16	22222	1	12	8 GE Record
Y	IE16	22222	1	13	8 GE Record
Y	IE39	22222	1	7 A	Sent Reason = AU or
Y	IE39	22222	1	16 A	Sent Reason = AU or
Y	IE15	22222	1	16	5 No IEP Reported
Y	IE15	22222	1	13	5 No IEP Reported

DISAB CNDTN	STUDENT COUNTS
3, 4, and 5 Year Olds With a disability (Any)	18
1 Multiple Disabilities (other than Deaf-Blind)	6
2 Deaf-Blindness	4
3 Deafness (Hearing Impairment)	1
4 Visual Impairments	6
5 Speech and Language Impairments	2
6 Orthopedic Impairments	18
8 Emotional Disturbance (SBH)	5
9 Intellectual Disabilities (Formerly Mental Retardation or -see Manua	23
10 Specific Learning Disabilities	19
12 Autism	2
13 Traumatic Brain Injury (TBI)	0
14 Other Health Impaired (Major)	14
15 Other Health Impaired (Minor)	0
16 Developmental Delay	0

READY 18 OF 171 RECORDS FOUND AVERAGE: 1 COUNT: 18 SUM: 18 100%

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?

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

Resources

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

Questions?