



DISTRICT OF COLUMBIA

OFFICE OF THE STATE SUPERINTENDENT OF

EDUCATION

Child Count 2019-20 School Year Frequently Asked Questions (FAQs)

The Office of the State Superintendent of Education (OSSE) issues the following guidance to respond to local education agency (LEA) questions raised during the Sept. 25, 2019, LEA Special Education Point of Contact Webinar, and to assist LEAs in carrying out obligations related to Child Count and the resolution of identified data errors.

1. What is the deadline for LEAs to submit OSSE Support Tool (OST) tickets for assistance resolving Unified Data Errors (UDEs) related to Enrollment Audit and Child Count?

OSSE requests all LEAs to submit OST tickets for support by Nov. 1, 2019 to ensure all tickets are addressed by Nov. 14, 2019. The [2019-20 School Year Unified Data Errors Guide](#) includes information and indications of whether a specific UDE will impact enrollment audit or Child Count, in that errors are identified if they are an “Enrollment Audit Exclusion” and/or a “Child Count Exclusion.”

LEAs should address all UDEs within five business days in accordance with OSSE’s [LEA Data Management Policy](#).

2. Should LEAs submit OST tickets for students who received a diploma in spring 2019, or is OSSE removing those students from SEDS rosters?

No, LEAs do not need to submit OST tickets for students who received a diploma in the 2018-19 school years. However, LEAs should ensure each student has a summary of performance (SOP) and all required documentation is completed in SEDS (for example, the “Graduation with Diploma” form). If required documentation is not complete, OSSE will not administratively exit the student.

3. Are students who are currently going through the initial evaluation process counted in Child Count?

Generally, a student who is undergoing an initial evaluation will be included in Child Count if the student meets the following conditions:

- The student is receiving services under the Individuals with Disabilities Education Act (IDEA) as of Nov. 14, 2019 (student has a completed eligibility determination, finalized Individualized Education Program (IEP), and is receiving services) – see the below table;
- The student is included in the Uniform Per Student Funding Formula (UPSFF) population per the [Enrollment Audit and Child Count Application](#);
- The student is not attending a nonpublic school; and
- The student does not have any unresolved UDEs identified as impacting Child Count.

The below table illustrates how it is determined that a student with a disability is currently receiving services under IDEA. LEAs should refer to the [2019-20 Enrollment Audit and Child Count Handbook](#) for more information, use the Qlik UDE application to review data errors impacting Child Count for each student, and verify students with disabilities are accurate in the [Enrollment Audit and Child Count Application](#).

IEP Status	Eligibility Status	Receiving Services under IDEA
Current	Current	Yes
Expired	Current	Yes
Current	Expired	Yes
Current	No Eligibility	Yes
Expired	Expired	No
No IEP at all	Current	No

4. When and how should the “Update IEP” tab be used?

The “Update IEP” tab should be used ONLY when updating or changing a student’s Educational Environment. If other changes are needed, the IEP team should use the IEP amendment process in SEDS. When updating the educational environment using the “Update IEP” feature, the LEA should enter the date the change was made (not the most recent IEP date). This will not alter the IEP date.

5. How have the ranges for educational environment changed?

In April 2019, educational environment categories were updated in SEDS for consistency with federal reporting categories. Although SEDS still calculates the number of hours the student spends *outside* of the general education classroom, the IEP team must select the educational environment based on the time spent *inside* of the general education classroom. When selecting the educational environment, IEP teams should round down to two decimal points, as shown in the table below.

Current label in SEDS (SY19-20)	The percentage of time that the student will be serviced outside the general education classroom (SEDS calculation)	Previous label in SEDS (SY18-19 and earlier)
1. Inside regular class 80% or more of day	0-20.99%	A – 0-20% outside general education classroom
2. Inside regular class no more than 79% of day and no less than 40% of the day	21.00-60.99%	B – 21-60% outside general education classroom
3. Inside regular class less than 40% of the day	61.00-100%	C – 61%-100% outside general education classroom
4. Separate School		Separate school
5. Residential Facility		Residential facility
6. Homebound/Hospital		Homebound/hospital

Current label in SEDS (SY19-20)	The percentage of time that the student will be serviced outside the general education classroom (SEDS calculation)	Previous label in SEDS (SY18-19 and earlier)
7. Correctional Facilities		Correctional facility
8. Parentally-placed in Private Schools.		[N/A]

6. What if the LEA has additional questions?

Please submit an OST ticket for further support. Also if you or your LEA have any questions, please contact your dedicated [Data Liaison](#).