ECATS
Monday Message
December 3, 2019

December 1 Child Count Training Tools Available
Several December 1 Child Count Training tools are now available. Please find these in the following locations.

- The Child Count Reporting Video is now online at https://ec.ncpublicschools.gov/ecats/special-education/training-videos and will also be available in the ECATS application today.

- A Student Record Review Checklist to Ensure Accuracy for December 1 Child Count tip sheet is available at https://ec.ncpublicschools.gov/ecats/special-education/training-videos and also at https://ec.ncpublicschools.gov/ecats/special-education/training under "Other Documentation," and will be available in the ECATS application today.

- The Managing EC Data November Institute PowerPoint is available online at https://ec.ncpublicschools.gov/ecats/special-education/training under Presentations. This PowerPoint includes both the slides and the talking points.

A video instructing how appropriate user types can correct dates in preparation for the December 1 Child Count certification will be available soon. We will provide a link to this and any additional information as soon as it is published.

Students Missing from Child Count
There are some students (less than 0.1% statewide) that are not showing on child count due to an issue with exiting and re-enrolling in a district without a new enrollment. A fix was released to production last night (December 2). Please re-run your child count report today, December 3, for an updated count.

If you find that you are still missing students on child count please ensure that those missing have a valid eligibility and a current IEP event with services end date on or after December 1, 2019. If all elements needed for child count are in place and the student is still not showing in your report, please submit (or have your ECATS Designee submit) a ZenDesk ticket immediately.

ECATS and PowerSchool: EC Alert Icon in PowerSchool
Questions have been raised pertaining to when the EC Alert icon in PowerSchool displays on a student record. The icon should display when the following conditions are met:

1. The student is currently enrolled or was previously enrolled in PowerSchool AND

2. On the PowerSchool EC Data Screen:
   - Primary Disability field contains a disability code AND
   - EC Program Services Begin Date is on or before the date you are viewing the EC Data screen AND

- EC Exit Date and EC Exit Reason are empty

 OR

On the PowerSchool EC Data Screen:
 - Primary Disability field contains a disability code AND
 - EC Program Services Begin Date is on or before the date you are viewing the EC Data screen AND
 - EC Exit Date contains a date and EC Exit Reason is one of the following:
    o DI "Died"
    o DO "Dropped Out"
    o GR "Graduated"
    o MV "Moved - Known to be Continuing"
    o MA "Reached Maximum Age"
    o CP "Received a Certificate"

If a student record meets these criteria, the EC Alert icon will display.

Staff UID, Object/Purpose Codes, and Access to ECATS
The ECATS system uses valid Staff UID numbers, other demographic data, and job code in order to provide access to the system. *It is vitally important that each employee is given the proper Object/Purpose code for their employment in the LEA, not just a code that will allow them access to ECATS.*

The Object/Purpose code is the 7-digit number located next to the Annual Salary Code in the Staff UID system. The first 3 digits of the Object/Purpose code is the Job Code.

Prior to now, we were not able to share the Job Code directly. This directive has changed, so the following are the Job Codes with access to ECATS:

111, 112, 113, 114, 115, 116, 117, 118, 121, 122, 123, 124, 127, 131, 132, 133, 134, 135, 141, 142, 143, 144, 145, 146, 147, 148, 151, 152, 153, 311, 317, 318

Job Code 128 is currently being tested and will be pulled into ECATS in the near future.

Please remember that it can take up to four days for changes in the Staff UID system to appear in ECATS. Further, this access only permits the most basic access to the ECATS application. User Roles are determined at the local level, so please direct any questions about your user role to your ECATS Designees.

Additional information about access to the ECATS system is available online at
https://ec.ncpublicschools.gov/ecats/frequently-asked-questions/system-access