Child Find Data Reminders

Special Education Directors' Webinar
October 10, 2023

Child Find - Key FTE Elements & Announcements

Child Find Students vs. 'C' Students

Child Find Students	'C' Child Find Students
All students with disabilities (SWD) eligible for special education services	All Child Find Students who are not enrolled in a public school who: • Are eligible for special education services • Parent rejected IEP offer of FAPE • Parentally Placed in non-profit Private School or Homeschool • May be served via Services Plan (SP) depending on Proportionate Share agreement • May not receive any services depending on Proportionate Share agreement • **STUDENT STATUS** = 'C'.

STUDENT STATUS

STUDENT STATUS indicates the student's enrollment status.

STUDENT STATUS values are:

- **'N' Normal** – actively enrolled student, reported in both FTE-1 and 3
- **'R' Retained** – retained/repeating the grade from prior year, reported in FTE-1 only
- **'W' Withdrawn** – withdrawn student since FTE-1 the prior year, reported in FTE-1 only
- **'C' Federal Child Find** – Student is eligible for special education, Parent rejected IEP offer of FAPE, not fully enrolled in public school because of parental placement in private or homeschool within your LEA's geographic region, reported in FTE-1 only. This includes students who are participating in SB10/Georgia Special Needs Scholarship. These students have a **WITHDRAWAL CODE** of 'H', 'K', or 'Z'.

WITHDRAWAL CODE

- **WITHDRAWAL CODE** is a code that indicates the reason for the student's withdrawal from school. It is recommended that a school system record student withdrawal as they occur during the year.

- A partial **WITHDRAWAL CODE** listing is provided below (see FY24 FTE Data Element Detail for a full listing.

Code	Description
B*	Marriage
C	Court Order or Legal Requirement
H	Attend Home Study
K	Transferred to a private school
Z	SB10 Private Schools Transfer

WITHDRAWAL CODE Changes for 'C'

- A student with an original **WITHDRAWAL CODE** of 'H', 'K', or 'Z' may have a change between the FTE1 count from one year to the next.

  - **Transferred Out-Of-State Example**
  - Johnny had a **WITHDRAWAL CODE** of 'H' when he withdrew in November 2022. In March 2023, Johnny's family moved to Nebraska. The **WITHDRAWAL CODE** reason of 'H' is no longer accurate.
  - The **WITHDRAWAL CODE** can be changed to 'X' – Transferred out of state.

WITHDRAWAL CODE Changes for 'C'

- Why make the change from 'H' to 'X' or other applicable?
  - If the change is not made, the student will be on the LEA's proportionate share for at least one year before removal.
  - Changing the code enables the LEA to remove the student without including them in FTE-1 as an 'H'.

WITHDRAWAL CODE Changes from 'H', 'K', or 'Z', to 'T'

- **Transferred to Another GA LEA Example**

- Sally had a **WITHDRAWAL CODE** of 'H' when she withdrew in November 2022. In March 2023, Sally's family moved to the geographic region of another LEA in Georgia. The **WITHDRAWAL CODE** reason of 'H' is no longer accurate.

- The **WITHDRAWAL CODE** can be changed to 'T' – Transferred to another public school system in Georgia.

  - Important Note – If the new LEA of residence does not report the student, you will get an error. You will need to request relief of this error.

Special Needs Scholarship Students – SB10 Private Schools Transfer

- All students who are eligible for special education and receive funding through the GA Special Needs Scholarship to attend a non-profit private school should be reported with **STUDENT STATUS** = 'C'.

- Special Needs Scholarship students will have a **WITHDRAWAL CODE** = 'Z' – SB10 Private Schools Transfer.

- Like all other 'C' students, they may or may not receive services under a Services Plan.

Child Find Repository & SB10 Students

- GaDOE has delayed uploading the SB10 students into the Child Find Repository.

- Later this school year, the SB10 Students will be uploaded into the Child Find Repository for applicable LEAs.

- An announcement will be when the students are uploaded.

Child Find Repository & SB10 Students

- After the SB10 students are loaded in the Child Find Repository, LEAs can complete the following actions:
  - Update the student status in the repository for students who are no longer eligible or students who have had a revocation of consent for services
  - Work with GaDOE if private schools are connected to an incorrect LEA
  - For some LEAs, plan for increases in 'C' students reported in FY25 which will impact proportionate share calculations for FY26
  - Consider any necessary revisions to your proportionate share plan
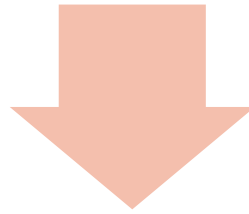
'C' Child Find Student Reporting Process

'C' Child Find Student Reporting Process

Updating the Child Find Repository is a two-step process.

Step 1: Upload

- **Upload** any new students from your Student Information System (SIS) in the FTE-1 data file.

Step 2: Update

- Update the **Repository** students who have changed status.

'C' Child Find Student Reporting Process

Step 1: *Upload* New 'C' Child Find Students

Upload all new 'C' Child Find students entering your LEA <u>since the prior FTE-1 count</u> from your Student Information System (SIS) in the FTE-1 data file including:

- Private and homeschool students evaluated and found eligible for special education, but parents declined the offer of FAPE and student did not enroll,

- Private and homeschool students who are already eligible and transfer into your LEA, and

- Students with an IEP who withdrew from your LEA for the following reasons: 'H' – attend Home school, 'K' – transferred to a **(non-profit)** private school, or 'Z' – SB10 private **(non-profit)** school transfer.

'C' Child Find Student Reporting Process

Important Note about Returning 'C' Child Find Students

- Students with a **STUDENT STATUS** = 'C' and **IEP SERVICES** = 'S' must be reported (all required fields) <u>every year</u> because you are serving them.

- Students with a **STUDENT STATUS** = 'C' and **IEP SERVICES** = 'N' must be reported in their <u>first year only</u>. In subsequent years, these students will be in the repository and do not have to be reported from the SIS if there are no changes to the **STUDENT STATUS** or **IEP STATUS.**

'C' Child Find Student Reporting Process

Step 1: *Upload* New 'C' Child Find Students

Upload FTE file as usual.
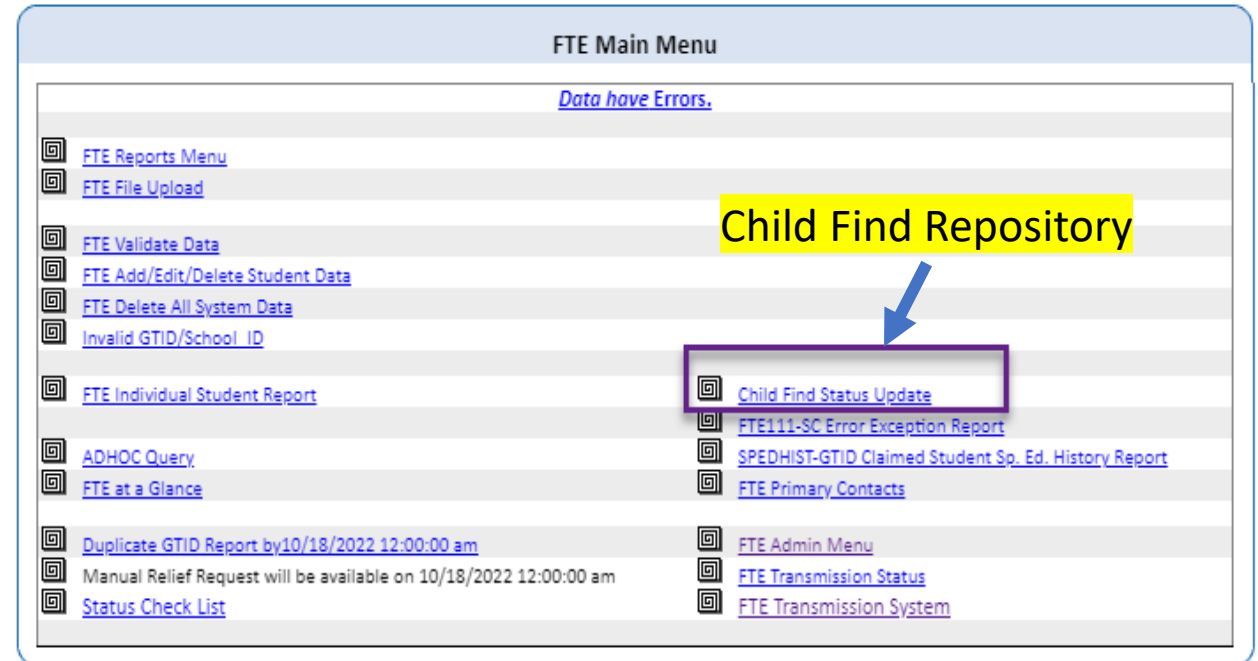
'C' Child Find Student Reporting Process

Step 2: *Update* New 'C' Child Find Students

Locating the Child Find Repository:
The FTE Main Menu contains several options:
- FTE Reports Menu
- FTE Validate Data
- FTE Add/Edit/Delete Student Data
- ADHOC Query
- FTE at a Glance
- Child Find Status Update (Child Find Repository)

*Select Child Find Status Update

FTE Main Menu

Data have Errors.

- FTE Reports Menu
- FTE File Upload
- FTE Validate Data
- FTE Add/Edit/Delete Student Data
- FTE Delete All System Data
- Invalid GTID/School_ID

Child Find Repository

- FTE Individual Student Report
- ADHOC Query
- FTE at a Glance

- Child Find Status Update
- FTE111-SC Error Exception Report
- SPEDHIST-GTID Claimed Student Sp. Ed. History Report
- FTE Primary Contacts

- Duplicate GTID Report by10/18/2022 12:00:00 am
- Manual Relief Request will be available on 10/18/2022 12:00:00 am
- Status Check List

- FTE Admin Menu
- FTE Transmission Status
- FTE Transmission System

GaDOE
Georgia Department of Education

The Child Find Repository

- The Child Find Repository is an online listing of Child Find students who are <u>not enrolled</u> in a public school.

- These students have a **STUDENT STATUS** = 'C'.

- The purpose of the Child Find Repository is to document the status of 'C' Child Find students (Child Find Students <u>not enrolled</u> in your public school but may have a line of enrollment in your SIS).

- It is located in the GaDOE portal under the FTE Main Menu.

'C' Child Find Student Reporting Process

Step 2: *Update* New 'C' Child Find Students

Once the FTE upload is successfully transmitted, verify and update the Child Find Status of each student listed. Report students in FTE-1 through your SIS if they continue to be served by your LEA under a services plan.

- For any SWD who has changed Child Find Status, select the new status.
- **Only 'N' students should remain in the Child Find Repository at the time of Sign-off.**

Last Reported School ID	School Name	Student Name	Child Find Year Count	GTID	Birthdate	Age (Now)	Primary Area	IEP Service	Child Find Status
1520	Elm	Parker, L.	2021-1	#	7/15/2013	9	3	S	Still Child Find ('C' Student) ∨
2444	Maple	Timms, C.	2021-1	#	9/10/2008	14	3	S	Moved from LEA ∨

Child Find Repository - Status Update

The Child Find Repository contains a dropdown menu allowing the user to change a student's status in the repository. Available options are:

1. Still Child Find 'C' Students (**default**)
2. Moved from LEA
3. Aged Out
4. Graduated from home or private school
5. Now attending a for-profit school
6. Unable to Contact
7. Enrolled in a LEA
8. Deceased
9. Not eligible after reevaluation
10. Revocation of consent
11. Lives in our LEA but enrolled in a private school in another LEA
12. Other

'C' Child Find Student Reporting Process

Step 2: *Update* New 'C' Child Find Students

Screenshot of the Child Find Repository (Child Find Status Update)

For any SWD who has changed Child Find Status, select the new status.

Repository Access

The Repository is available and open for LEAs to update student status year-round with two exceptions:

- One week prior to FTE-1 opening for updates to the system
- From the close of FTE-1 until December 1st

After FTE-1

The Child Find Repository will not be available to LEAs from the time all LEAs have signed-off on FTE-1 (about October 27), until December 1.

By December 1, 2023

GaDOE Data Collections will add all the new/uploaded 'C' Child Find students to the Child Find Repository. These are new Child Find students and will be added with the status of '1' – Still Child Find (default).

Beginning on December 1, 2023

- LEAs can resume changing the status of 'C' Child Find students. These students will stay on the status report until the following FTE-1 processing is done.

- The repository list of 'C' Child Find students will be available yearly.

By December 1

Data Collections will remove all students with a Child Find Status of '2-12'.

Prior Reported Child Find Counts												
School	Child Find Status											
	1	2	3	4	5	6	7	8	9	10	11	Total
Maple	3	0	0	0	0	0	0	0	0	0	0	3
Moss	1	1	0	0	0	0	1	0	0	0	0	3
Total	4	1	0	0	0	0	1	0	0	0	0	6

1. Still Child Find 'C' Students (**default**)
2. Moved from LEA
3. Aged Out
4. Graduated from home or private school
5. Now attending a for-profit school
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7. Enrolled in a LEA
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Resources – Data Collections

FTE Resources (gadoe.org)
  - FTE Data Element Detail
  - FTE General Information
  - FTE Transmission Dates
  - Environment Calculator for Early Childhood
  - Environment Calculator for School-Age Students
  - Community Based Pre-K Students Matrix

GaDOE Community

- Login or Create an Account
- Make sure you complete your profile with your work email
- Select Groups
- Search for:
  - "GO-IEP" and
  - **NEW** • "Special Education Data Support"
- Click "Join Group" for both groups
- Select Discussions
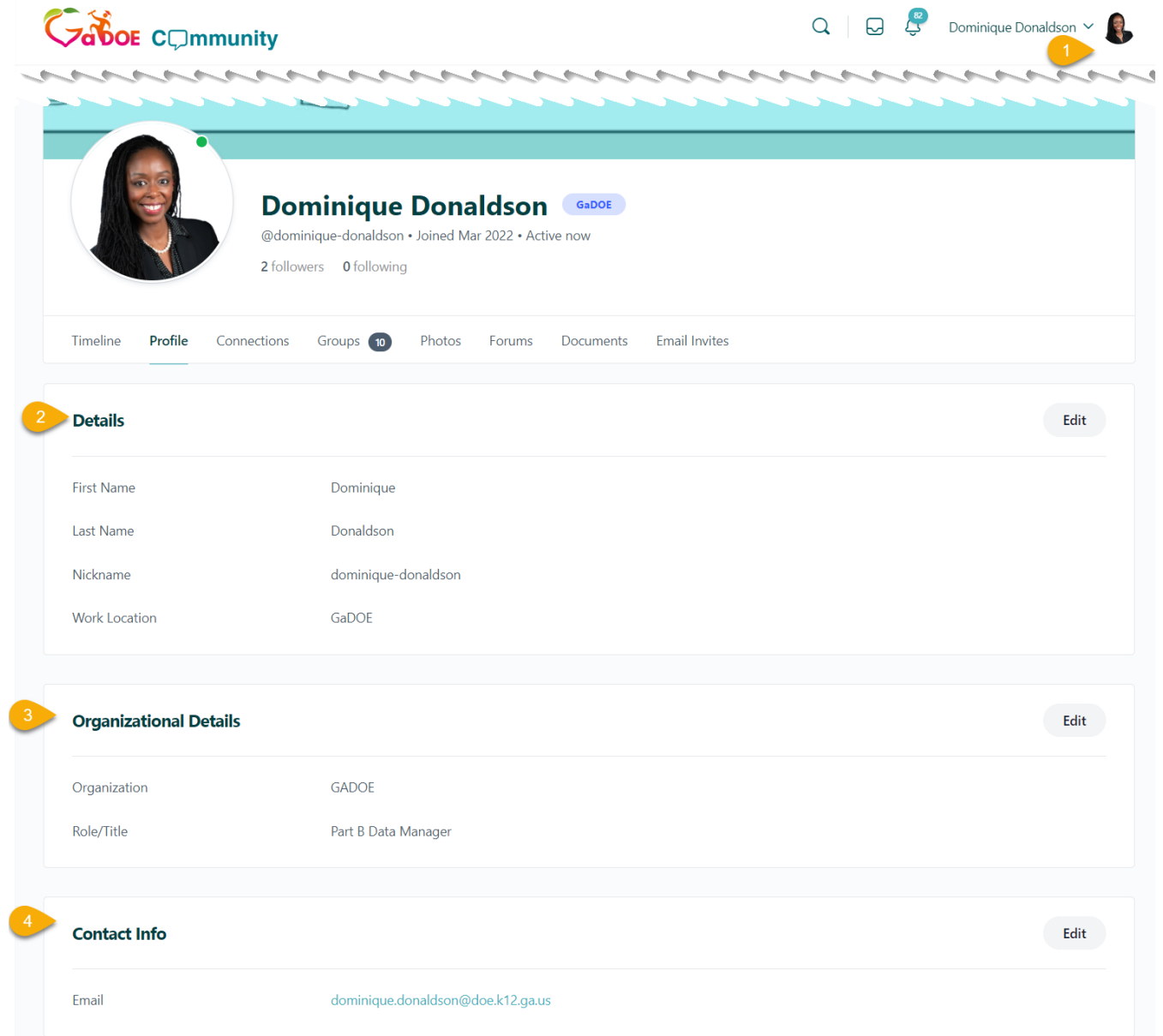- Then **click Subscribe** to get emails any time a new discussion is posted.

https://community.gadoe.org/

GaDOE Community

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Contact Us – GO-IEP & Data Team
We're Here to Help!

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