

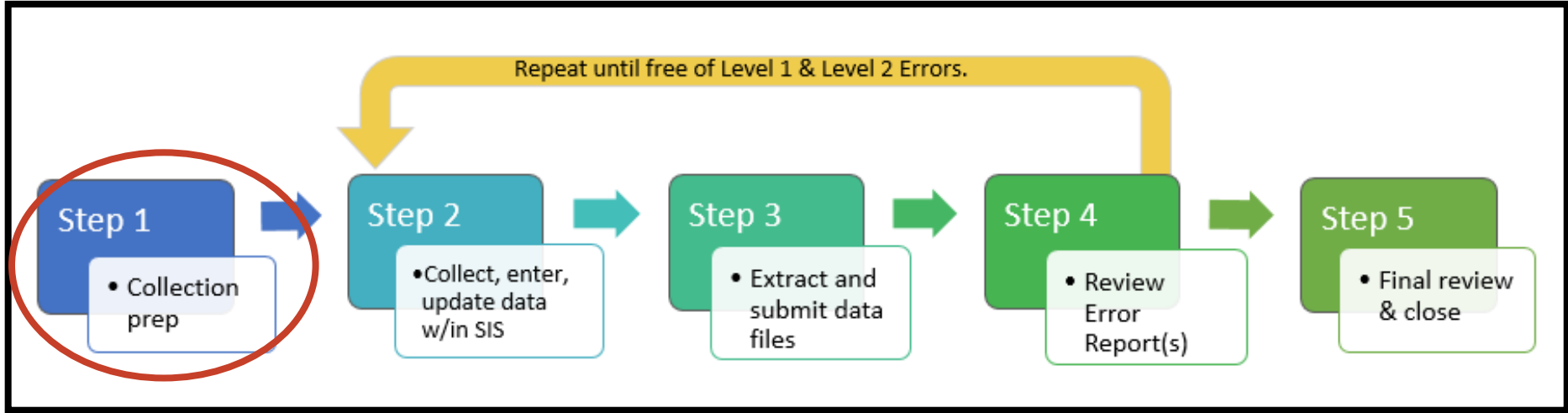
Introduction and Overview of October Count

October Count: 2020-2021

August 13, 2020



The Data Submissions Process





The Data Submissions Process

Data Submissions Boot Camp

2020-2021 Training Modules

Data Submissions Boot Camp Virtual Series Overview	The Data Submissions Process: Steps 1-5	New Support Initiatives for 2020-21
Data Submissions Resources	SIS Supports	SASID/EDID Request Process
Free and Reduced-Price Lunch Overview	https://resources.csi.state.co.us/data-submissions-bootcamp/	

Good to Know: The Purpose of October Count



Why?

Required by the Public School Financial Act of 1994



Who is counted?

Count is based on a one day 'membership' count of the student body.

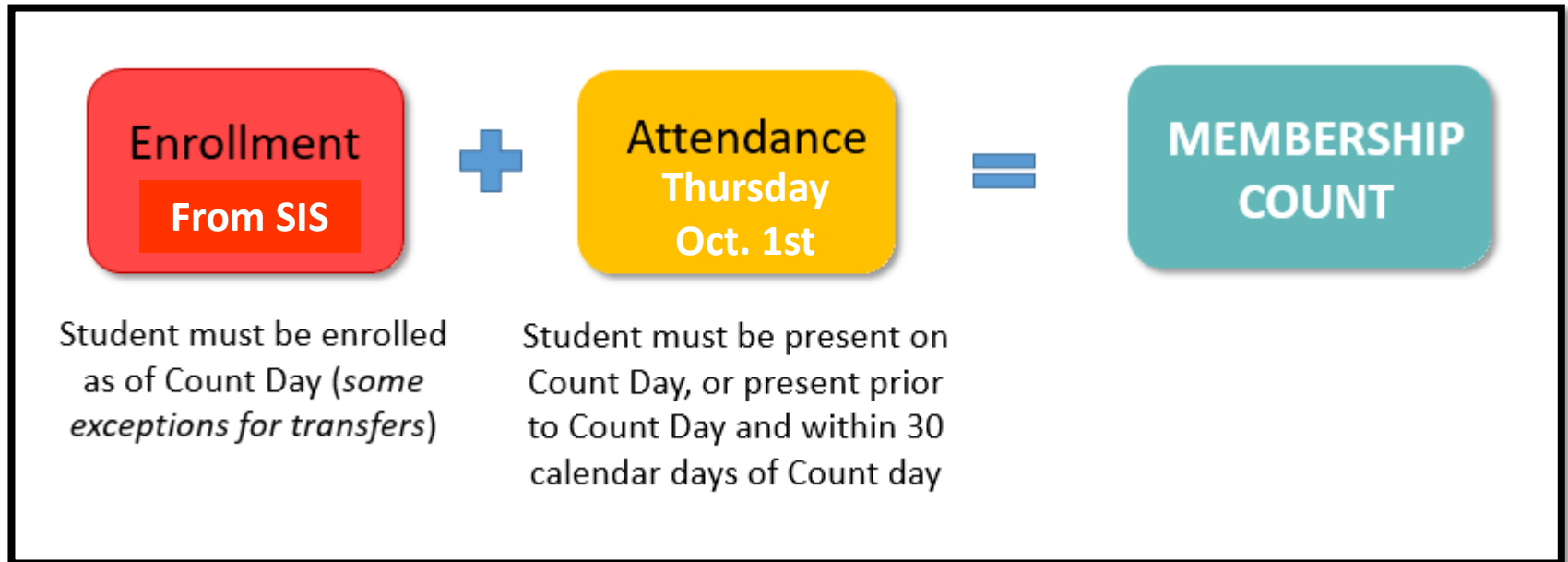


What is the data used for?

Funding | Grant applications | News articles
| Legislative and school board decision making | Amassing analyzing, reporting



What is **MEMBERSHIP**



Schools with an approved alternative count date would use that as the Count Day

Funding Implications



Per Pupil Revenue (PPR)

Available for every student:

SY 19-20: \$8,400

SY 18-19: \$8,000

SY 17-18: \$7,300



Individuals with Disabilities and Special Education (SPED)



Funding source: Individuals with Disabilities Education Act (IDEA) and Exceptional Children's Educational Act (ECEA):

IDEA: \$1,567.75 per qualifying student

ECEA: \$1,109 per qualifying student



English Language Learners

Funding source: English Language Proficiency Act (ELPA)

Available for identified students:

NEP/LEP: \$325.56

FEP: \$232.88

Professional Development for Teachers:

NEP/LEP: \$382.56

FEP \$273.45

Title III – Federal Funding based on

ELL counts:

NEP/LEP \$103.32

FEP \$192.09

ELL funding totals:

NEP/LEP: \$811.44

FEP:



Free & Reduced Lunch Population



\$348.33 per qualifying student:

If +35% of student population meets FRL qualifications.



Gifted and Talented



Exceptional Children's Educational Act:
\$187.88 per student



October Count Collaboration

Work with your school subject area experts in reporting and verifying your data.

IV: School Collaboration by Data Collection Worksheet

SCHOOL CONTACT LIST FOR EACH COLLECTION
 Use this table to record the name of the staff person at your school that fulfills each of these roles. The Data Submissions Contact will be responsible for working with these content experts on the completion of each of these data collections.

Collection	Contacts	Suggested Fields to Review
October Count	ELL Coordinator:	Language Background, Language Proficiency, Language Proficiency Program
	GT Coordinator:	Gifted Fields (there are 14 of them)
	SPED Coordinator:	Primary Disability, Special Education Transition, Alternate Assessment Participation
	504 Coordinator:	Section 504 Handicapped
	Homeless Coordinator:	Homeless, Primary Nighttime Residence, Free/Reduced Price Lunch Eligible
	School Food Authority Contact:	Free/Reduced Price Lunch Eligible
	Postsecondary Counselor/Advisors:	Postsecondary Program Enrollment
	Business Manager:	Public School Finance Funding Status
	Registrar:	Entry Date, Entry Type, Exit Withdraw Date, Exit Withdraw Type # of students per grade in data report vs. # on class rosters
Dean/Discipline Contact:	Expelled Education	

Available Appendix section of the 20-21 Data Submissions Handbook



New SD Fields

Cause of Housing Crisis*	2	142	143	22	V2	00	Added 5/20/2020 in response to COVID-19
Additional Cause of Housing Crisis*	2	144	145	23	W2	00	Added 5/20/2020 in response to COVID-19s

Military Connected (Students whose parent(s) or guardian(s) are active duty military or full-time National Guard duty.) *	1	156	156	30	AD2	0	Added 2017-2018
Military Enlisted (Student who has or will enlist in the military.) *	1	157	157	31	AE2	0	Added 1/15/2020

Military Enlisted – Student who has or will enlist in the military.

- This includes all branches of the military and full-time National Guard duty.
- Students only need to be identified if 17 years of age or older. Students may possibly be identified more than once.

0	No
1	Yes



New SSA Fields

Innovative Learning Opportunities Program (ILOP) – A (pilot) program defined and proposed by the school district and approved by CDE. Students participating in this program are eligible for full-time funding, regardless of the number of scheduled instructional hours. When identifying ILOP participants, districts must indicate whether students would have been scheduled to receive at least 360 hours of instruction (in the semester of the pupil enrollment count date) without the ILOP courses.

0	Student is not participating in an ILOP program
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Extended Evidence Outcomes Status – Student is eligible to participate in the CoAlt (State’s alternate assessment), and his/her coursework is aligned with the Colorado Extended Evidence Outcomes (EEOs). EEOs are alternate academic achievement standards for students with the most significant cognitive disabilities that are fully aligned with Colorado’s academic content standards.

0	No
1	Yes



Update, extract, submit early

Is your SIS up to date?

Does the extract work and include the
new fields?

Find out by submitting your files early!



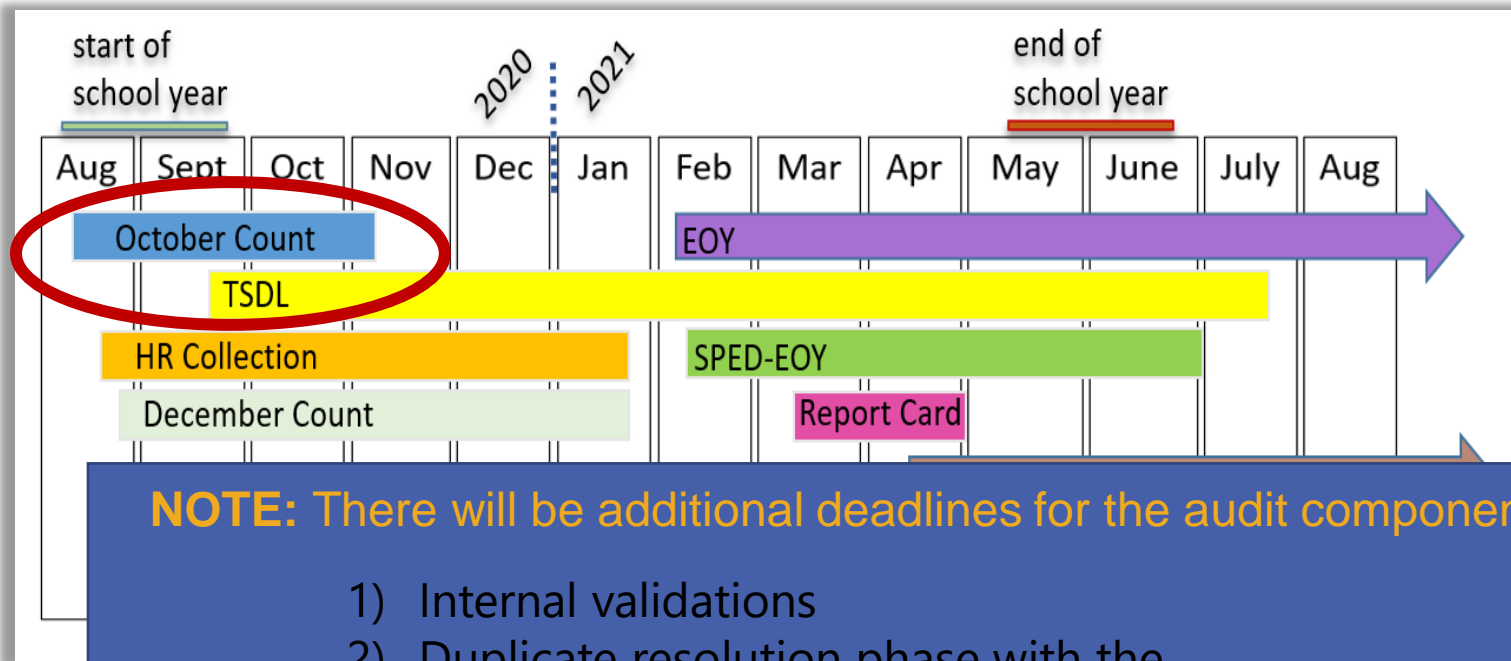
Recap of section

- ▷ October Count is directly tied to your school's funding.
- ▷ October Count data also informs
- ▷ Membership = Enrollment + Attendance
- ▷ Collaborate, collaborate, collaborate.
- ▷ New fields
- ▷ Ensure your SIS is updated



Timeline

SY20-21 Collections Timeline



NOTE: There will be additional deadlines for the audit component

- 1) Internal validations
- 2) Duplicate resolution phase with the state,
- 3) Supporting documentation requirements

All 3 of these can require adjustments to their data up through the end of November.



20-21 October Count Important Dates

20-21 Submissions Calendar

Always refer to most recent CSI submission calendar, located under 'General Resources' at the top of the October Count Resource page related deadlines

CSI Data Submissions Calendar | 2020-2021 Last updated 6/10/2020

7 19-20 EOY Initial Summary Report Review Training
13 OC Training
14 19-20 SPED Disc Cert Due
20 HR Training
24 DC Data Entry Training for SPED Staff
28 OC Audit Training
31 19-20 EOY Initial Cert Due

AUGUST '20						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

5 EOY Training
15 Presidents' Day (CSI Office Closed)
19 TSDL Course Enrollment Initial Submission
26 SPED EOY Training

FEBRUARY '21						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

3 OC Initial Submission
4 OC Alternative Date Request
7 Labor Day (CSI Office Closed)
17 TSDL Training
24 11-Day Count Window Starts
25 HR Initial Submission
28 DC Data Submissions Training

SEPTEMBER '20						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

4 RCM Initial Submissions
9 EOY Initial Submission
12 SPED EOY Initial Submission
16 RCM Errors Cleared
31 RCM Cert Due
++ACCESS SBD takes place in March

MARCH '21						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

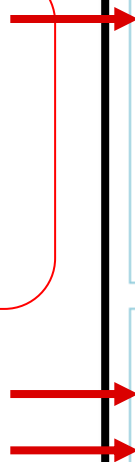
1 OC Official Count Date
8 11-Day Count Window Ends
9 OC Level 1 Errors Cleared
12 Home Based Ed Form
23 OC Level 2 Errors Cleared

OCTOBER '20						
S	M	T	W	Th	F	S
					2	3
4	5	6	7	8	9	10

21 SPED Discipline Training
21 School Discipline Training

APRIL '21						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10

Initial submission and error clearance deadlines





October Count Important Dates

Initial Submissions Due: 09/03 (Thursday)

COUNT DAY: 10/01/2020 (Thursday)

Level 1 Errors Cleared: 10/09 (Friday)

Level 2 Errors Cleared: 10/23 (Friday)

Certifications Due: 11/05 (Thursday)



October Count Day

On Thursday October 1st, 2020



Grades PK - 12

Grades to be Counted	Student Body “Membership” Count Date	11-Day Count Window
PK-12	Thursday, October 1st, 2020	Thur., Sept. 24th – Thur., Oct. 8 th

Alternative Count Date Requests

- In rare circumstances, schools can request an alternative count date and/or window
- If approved, used for all October Count data, FRL eligibility, and transportation reimbursements



Email requests to

submissions_csi@csi.state.co.us

**no later than September 4th,
2020.**

*Include desired alternative count
date and/or window and rationale*



Other October Count Dates

Sept 4 th	Deadline to request alternative count date and/or window
Sept 4 th	Total enrollment count check
Sept 30 th	Deadline to submit McKinney-Vento (homeless forms) for approval prior to count day ALP approval deadline for early access students



Missed Deadlines

Due to the critical nature of the deadlines, [CSI's School Compliance Policy](#) will be exercised for missed error clearance deadlines

Tips to avoid missing deadlines:

1. Add all deadline dates to your work calendar
2. Prep for the collection as much as possible



Collection Prep Priority

SASIDS

<https://resources.csi.state.co.us/sasid-edid-requests/>

SASID Resources

SASID Request and Update Process

Slides

Webinar



Recap of section

- ▷ OCTOBER COUNT DAY IS THURSDAY, OCT. 1st
- ▷ Count all grades PK-12
- ▷ Be diligent with Attendance data entry
- ▷ Contact CSI if Alternative Dates needed
- ▷ Be aware of other deadlines, such as when forms are due
- ▷ SASIDs, SASIDs, SASIDs



October Count Resources



October Count Resources

<https://resources.csi.state.co.us/october-count/>

Student Collections

Career Development Incentive Program (CDIP)	Alternative Education Campus	End of Year
Impact Aid	October Count	READ Data Collection
Student Biographical Data (SBD) Reviews	Teacher Student Data Link	



October Count Resources

<https://resources.csi.state.co.us/october-count/>

- ✓ General Submissions Resources
- ✓ File Layouts
- ✓ Trainings
- ✓ Data Validation Resources
- ✓ Field Specific Resources
- ✓ October Count Audit Resources



October Count Resources

<https://resources.csi.state.co.us/october-count/>

✓ General Submissions Resources

Dear Academy of Arts and Knowledge Data Submissions (General & DC) Contacts,

Updates and Reminders **(yellow highlighted text is new or updated for this week)**

Please see below for key updates regarding collections as well as your school's status towards meeting the collection deadlines.

School Status as of **4/29/2020**

School Year	Collection	Initial File Received	Level 1 Error Count	Level 2 Error Count	Summary Report Provided to School	Signed Certification Received by CSI	Other
19-20	Teacher Student Data Link (TSDL)	Due 9/17/2019 n/a	Clear by 12/20/2019 Course Code: n/a Clear by 6/16/2020 Course Enrollment: n/a	N/A	n/a	Due 7/9/2020 n/a	
19-20	End of Year (EOY)	Due 3/9/2020 Yes	Clear by 6/10/2020 SD: 0 SSA: 428 ACC: n/a Title I: Grad: n/a	Clear by 7/14/2020 EOY: Attendance:		To be Announced Later	
19-20	SPED EOY	Due 3/12/2020 Yes	Clear by 5/12/2020 Child: 0 Participation: 0	Clear by 6/4/2020		Due 6/18/2020	
19-20	School Discipline	Due 5/7/2020	Clear by two business days after first error report Action: Demographic: Firearm:	N/A		6/19/2020	
19-20	SPED Discipline	Due 5/11/2020	Clear by 6/3/2020	Clear by 7/16/2020		To be Announced Later	



October Count Resources

<https://resources.csi.state.co.us/october-count/>

✓ File Layouts

File Layouts

Title I File Layout – CSI
Additions

Open

Student School Association
(SSA) File Layout – CSI
Additions

Open

Student Demographic (SD) File
Layout – CSI Additions

Open



October Count Resources

<https://resources.csi.state.co.us/october-count/>

✓ Trainings

Training

October Count Submissions:
New This Year

Slides

Webinar

October Count Submissions:
Introduction & Overview

Slides

Webinar



October Count Resources

<https://resources.csi.state.co.us/october-count/>

✓ Data Validation Resources

Data Validation Resources

<p>October Count Validations Toolkit</p> <p>Open</p>	<p>Student Funding Eligibility – SIS Search</p> <p>Open</p>	<p>Finding District of Residence</p> <p>Open</p>
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October Count Resources

<https://resources.csi.state.co.us/october-count/>

✓ Field Specific Resources

October Count Field Specific Resources

Migrant Student Survey

Open

Free and Reduced Lunch Resources

Open

Military Connected Form

English Language Instructional Program Options

Open

English Learner Scenarios

Open

Free and Reduced Lunch Eligibility

All schools are required to have documentation that supports the free and reduced lunch eligibility for students. Schools are responsible for updating their student information system to include free and reduced lunch eligibility regularly throughout the year, and particularly before required state reporting deadlines. If FRL eligibility status is not being maintained in the SIS, schools or the SFA should communicate with CSI about providing the updated FRL status before required state reporting deadlines, particularly the October Count data collection.

Eligibility status can be determined in two primary ways:

- Schools Participating in a Federal Child Nutrition Program
- For Schools NOT Participating in a Federal Child Nutrition Program

For questions or support, please email submissions_CSI@csi.state.co.us.

Family Economic Data Survey Resources

Flow Chart for Determining FRL Eligibility

Open

FRL Disclosure Agreement

Open

Family Instructions for Completing FEDS – Spanish

Open



October Count Resources

<https://resources.csi.state.co.us/october-count/>

✓ October Count Audit Resources

October Count Audit Information

Audit Training

<p>October Count Audit Training – General</p> <p>Slides</p> <p>Webinar</p>	<p>October Count Audit Training Basics 4 – Student Types and Scenarios</p> <p>Slides</p> <p>Webinar</p>	<p>October Count Audit Training Basics 3 – Supporting Documentation</p> <p>Slides</p> <p>Webinar</p>
<p>October Count Audit Training Basics 1 – Introduction</p> <p>Slides</p> <p>Webinar</p>	<p>October Count Audit Training Basics 2 – Timeline and Audit Dates</p> <p>Slides</p> <p>Webinar</p>	



Recap of section

- ▷ Resources are available to help you succeed:
- ▷ What's New for 20-21' training; Weekly Progress Update Email
- ▷ File Layouts = Data Dictionary
- ▷ Review Trainings as many times as needed
- ▷ NEW: October Count Validations Toolkit – 8/17
- ▷ Field Specific Recourses
- ▷ October Count Audit



Helpful Hints to Complete the October Count

- Mark your calendar with important submission deadlines
- Make sure all students have SASIDs
- Use the October Count Validation Toolkit by Tuesday September 1st
- Submit your files early and on time





Next Steps:

Collaborate with colleagues

- Contact the subject area experts of your school
- “Heads up OC is kicking off”
- Verify data and resolve issues

Keep up with SASID requests and updates

- Search RITS for existing SASIDs
- Request new SASIDs or Updates a.s.a.p.
- No reason SASIDs should be zero-filled past initial submission

Add OC dates to your work calendar

- Take 5 minutes
- Add all October Count deadlines
- Work calendar
- Shared school calendars
- Set dates earlier



Thank you for Reviewing this Training

Contact the Submissions Inbox with Questions:
Submissions_CSI@csi.state.co.us

