



# October Count Audit



New This Year  
2023-2024

*Recorded August 2023*





# Training Content

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- Important Dates
- At-Risk Count & FRL
- English Language Learner Count
- Year of High School - AYG
- Student Funding Scenarios





# Training Content Continued

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# Audit Resources

## CSI Related Resources

- [CSI October Count Webpage](#)
- [CSI October Count Audit Handbook](#)
- [CSI Legal and Policy Guidance](#)
- Weekly Update Emails

## CDE Related Resources

- [CDE October Count Audit Resource Guide](#)
- [CDE At-Risk Audit Guide](#)
- [CDE ELL Count Audit Guide](#)






# Audit Supporting Document Checklist

Checklist of supporting documents listed in the **Audit Handbook**

All schools must complete this in tandem with their file submissions



  
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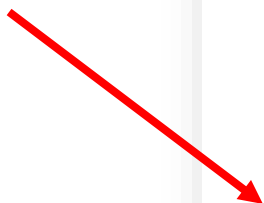
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# Audit Supporting Document Checklist Submission

## School Certification Statement for the 2023-24 October Count Audit—Supporting Documentation

I hereby certify that I have submitted all required supporting documentation and certify that the information provided is accurate, verifiable, and complete to the best of my knowledge.

\_\_\_\_\_  
Signature, Head of School

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature, Data Submissions Contact

\_\_\_\_\_  
Date

Complete the checklist, then sign (with your school leader), and submit the entire checklist to CSI by **November 6, 2023.**





# 23-24 Count Dates

Pupil Count Date	11-Day Count Window
Monday, October 2, 2023	Monday, Sept 25 – Monday, Oct 9

- The 11-day count window includes the 5 school days before and after the count date.
- The 30-day attendance resume date will be November 1st





# 23-24 Other Audit Dates

Deadline Date	October Count Audit Event
9/7/2023	Deadline to request alternative count date and/or window (see section above)
9/19/2023	Deadline to submit McKinney-Vento (homeless forms) to CSI for approval prior to count day (be sure to continue submitting forms as new students are identified past this date)
9/30/2023	ALP approval deadline for early access students.
10/2/2023	Count Day—Deadline to submit student schedules (for secondary schools) by end of day (see Appendix)
10/16/2023	Deadline to submit majority of audit supporting documentation (see Appendix)

*Full list of additional dates in the [CSI October Count Audit Handbook](#) (there are more dates past October)*







# At-Risk Count Funding

- The At-Risk count funding will include both free and reduced eligible students indefinitely
- CSI still waiting for At-Risk 19-20, 20-21, and 21-22 final audit exception lists
- Schools must retain FRL documentation for both free and reduced eligibility determinations for future At-Risk audits

See the current year [CDE At-Risk Guide](#) for more details.





# FRL Updates

- Pursuant to HB22-1414 and beginning in 23-24, schools participating in the NSLP may opt to participate in the **Healthy School Meals for All program (HSMA)**
- Schools that opt in **will still need to collect, retain, and provide student eligibility documentation for audit purposes**
- Only students with qualifying eligibility documentation may be reported as free or reduced lunch eligible in the October Count!



See the current year [CDE At-Risk Guide](#) and [CSI FRL Webpage](#) for more details.



# FRL Updates Continued

- Pursuant to HB22-1202, the At-Risk funding calculation method will be changing in 24-25.
- The new calculation will take into consideration additional criteria for free and reduced lunch eligibility
- For 23-24, the only change implemented by the state is the addition of a new “Free Lunch Eligibility Identification” field in the SD file layout

See the current year [CDE At-Risk Guide](#) and [SD File Layout](#) for more details.



# Free Lunch Eligibility Identification Field

- Students reported with a “Free/Reduced-Price Lunch Eligible” value of “01” (free lunch eligible) will be required to have a value other than “0” in this new field
- Applicable values are:

0	Not identified as Free Lunch Eligible
1	Direct Certification (Medicaid, SNAP, TANF, FDPIR) – including extension to other household members
2	Other Source Categorical (Migrant, Homeless, Runway, Foster, Head Start documented participation) – LEA lists, student-specific eligibility
3	Application (Application for Free and Reduced-Price Meals, Family Economic Data Survey Form, or Combination form)

See the current year [CDE At-Risk Guide](#) and [SD File Layout](#) for more details.





# English Language Learner Count

- Separate funding stream for NEP and LEP students meeting certain criteria
- Also separate from ELPA funding
- Ensure that October Count EL data is fully accurate!
- Schools must submit documentation to CSI at the time of any state ELL Count audits where sample students are selected

See the current year [CDE ELL Count Audit Guide](#) for more details.





# Year of High School - AYG

- CDE has clarified in several places within the [CDE October Count Audit Resource Guide](#) that a student's "year" in high school is determined by Anticipated Year of Graduation (AYG)
- AYG indicates a student's 4<sup>th</sup> year of high school
- Students enrolled after the end of their AYG are considered 5<sup>th</sup> year and beyond
- This applies to scenarios like ASCENT, Concurrent Enrollment, and PTECH





# ASCENT

## **New Documentation Requirement:**

Documentation demonstrating the student completed at least 9 credit hours (semester hours or equivalent) of transcribed, credit-bearing, college-level postsecondary coursework prior to the end of their 12th grade (i.e., the 4th year of high school, as determined by the student's AYG) year. Examples include, but may not be limited to college or high school transcripts, etc.





# Blended Learning & Supplemental Online

## **Removed:**

Course level documentation requirement for a board approved definition of the educational process (e.g., in board policy, board resolution, governance document, etc.).

## **Still Required:**

All other course level documentation (in addition to all student level required documentation for funding purposes).







# Concurrent Enrollment (CE)

- Once a student has completed their 4<sup>th</sup> year of high school, they are restricted to a total of **NINE (9)** Concurrent Enrollment credit hours for the remainder of their high school career unless participating in ASCENT, TREP, or PTECH
- Postsecondary courses offered **ONLINE** that do not meet CE requirements will be evaluated as Contractual Courses
- Additional documentation for 23-24: School graduation requirements and HS transcript





# Contractual Students and Courses

- Recent CDE audit concerns and adjustments
- If students are receiving any contractual education services in the determination of funding, then schools are responsible for the following:
  - Ensuring that funding requirements are met
  - Ensuring that all supporting documentation is submitted to CSI on time
- Examples can include supplemental online courses, home-school programs, concurrent enrollment, etc. with a contracted entity





# Home-School (Home-Based)

- Schools providing educational services to home-school students through a **third party contracted entity** must also submit documentation under the **Contractual Students and Courses** funding scenario.
- If schools are using **Blended Learning** or **Supplemental Online** courses to provide educational services to home-school students, then they must also submit documentation under those funding scenarios.





# High School Equivalency Diploma Students (HSED)

Students pursuing and HSED are eligible to participate in concurrent enrollment courses but are limited to a total of **NINE (9)** credit hours taken during their 5<sup>th</sup> year of high school and beyond





# Preschool

## October Count

- Schools will report all PK students receiving services (regardless of Universal Preschool- UPK funding status)
- CPP/ECARE Preschool funding codes have been removed from the SSA file, report all students with an 86 or 96.





# End of Training

Thank you for watching this recording!

Send questions to  
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