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# Special Education Child Count Certification in I-Star

PRESENTED BY:  
HARRISBURG PROJECT

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## Webinar Topics

- Who needs to certify the Child Count?
- Child Count Snapshots and Due Dates
- I-Star Access
- Child Count Display Navigation
- Snapshot Report
- How to Approve the Child Count in I-Star
- Child Count Certification Failure Consequences
- Support/Help

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# Who needs to perform Child Count Certification?

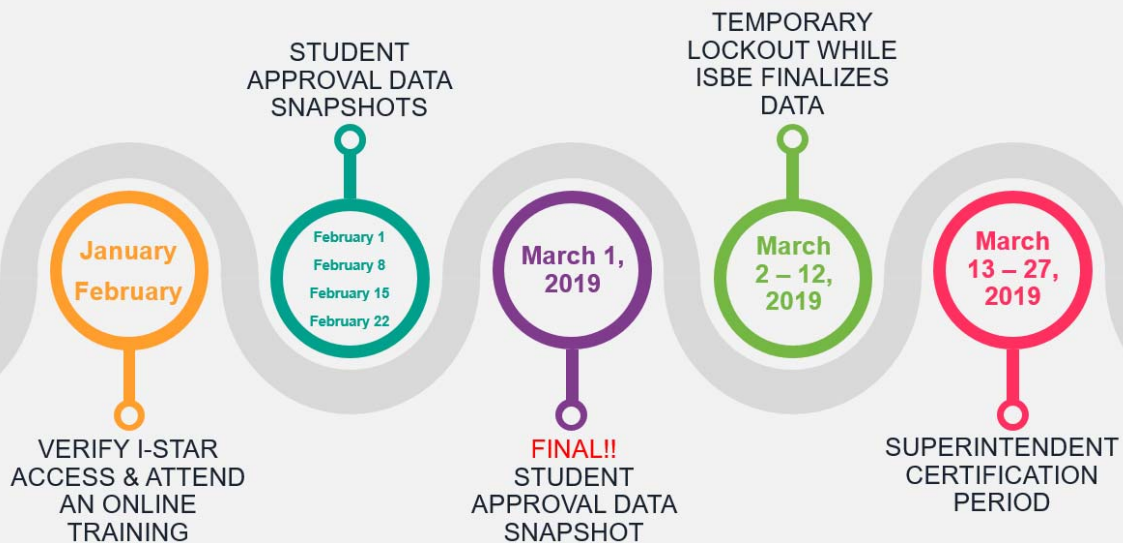
DISTRICT SUPERINTENDENT

OR

AUTHORIZED DISTRICT REPRESENTATIVE WITH DISTRICT ADMIN ACCESS IN IWAS  
SPECIAL EDUCATION COOPERATIVES CANNOT PERFORM CERTIFICATION ON BEHALF OF THEIR MEMBER DISTRICTS!!!

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## 2018-2019 CHILD COUNT SNAPSHOTS AND DUE DATES





## Child Count Display Navigation in I-Star

- Click on any district name to see detailed reports for child counts

December 1 Child Count Snapshot Updated for the Resident District: **District I**

### Child Count Numbers by Education Environment Code:

Education Environment	2016 - 2017 Counts	2017 - 2018 Counts	2018 - 2019 Counts	Difference
Inside regular classroom 80% or more of the day (01)	203	200	169	-31
Inside regular classroom 40%-79% of the day (02)	51	41	45	4
Inside regular classroom less than 40% of the day (03)	41	41	45	4
Spec Ed 100% in separate public day school (04)	3	9	3	-6
Private Day School or Out-of-State Public Day Program (08)	0	0	1	1
Private Residential Facility, Out-of-State (10)	1	0	1	1
Homebound Instructional Program (11)	2	5	4	-1
Illinois School for the Visually Impaired (14)	0	0	1	1
Early Childhood - Separate Class (23)	9	16	13	-3
Early Childhood - Home (26)	0	1	1	0
Early Childhood - Service provider location (27)	2	4	3	-1
Parentally Placed in Nonpublic Schools & HomeSchl (28)	15	13	8	-5
Majority of Sp Ed & Rel Serv in other loc (600+) (31)	41	29	22	-7

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## Child Count Display Navigation in I-Star

### Child Count Numbers by Disability:

Disability	2016 - 2017 Counts	2017 - 2018 Counts	2018 - 2019 Counts	Difference
Intellectual Disability (A)	16	15	14	-1
Specific Learning Disability (D)	115	108	107	-1
Visual Impairment (E)	2	2	3	1
Speech and/or Language Impairment (I)	141	131	103	-28
Emotional Disability (K)	12	14	14	0
Other Health Impairment (L)	22	22	20	-2
Multiple Disabilities (M)	3	3	2	-1
Developmental Delay (N)	40	43	31	-12
Autism (O)	17	21	22	1

### Child Count Numbers by Ethnicity:

Ethnicity	2016 - 2017 Counts	2017 - 2018 Counts	2018 - 2019 Counts	Difference
Hispanic or Latino (11)	9	12	10	-2
Asian (13)	1	1	0	-1
Black or African American (14)	2	2	4	2
White (16)	345	334	291	-43
Two or More Races (17)	11	10	11	1

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## Child Count Display Navigation in I-Star

Child Count Numbers by Age:

Age	2016 - 2017 Counts	2017 - 2018 Counts	2018 - 2019 Counts	Difference
3	11	17	8	-9
4	22	14	18	4
5	19	19	13	-6
6	35	21	18	-3
7	33	36	19	-17
8	43	39	28	-11
9	41	38	30	-8
10	24	36	31	-5
11	15	19	29	10
12	24	13	15	2
13	19	24	15	-9
14	19	17	23	6
15	25	20	18	-2
16	18	26	19	-7
17	12	13	22	9
18	4	7	10	3
19	3	0	0	0
21	1	0	0	0

## Snapshot Report

The screenshot shows the I-STAR Reports interface with several elements circled in red to indicate navigation steps:

- 1**: The "Reports" menu item in the top navigation bar.
- 2**: The "Report Type" dropdown menu set to "Student".
- 3**: The "Report Categories" dropdown menu set to "Approvals".
- 4**: The "Approvals Reported" report selected in the "Select Report" list.
- 5**: The "Report Description" box, which includes the text: "Export Only Child count snapshot by school year & resident district. Filter options available: School Year & Resident District".

## Snapshot Report

- Available to print for last 3 school years
- Export Only (No .pdf)

**Reports Filters**

Student SIS Id:

School Year: **2018-2019**

Gender: **2017-2018**

Grade: **2016-2017**

Term: **2015-2016**

Ethnicity: **2014-2015**

Private Facility:

Class Name:

Teacher Name:

Location Name:

Age:

Related Service:

Resident District:

Serving District:

Serving School:

Disability:

Fund:

Indicator Errors:

Include on Approval:

Error Type:

**For Approval Records**  
 Choose only one. If no options are selected, then all records will be returned (including future dated)

Active as of today:

Active on Child Count Date:

Active as of:

Only Future Dated:

**For Caseload Enroll**  
 Choose only one. If records will be returned

Active Enrollment:

Future Enrollment:

Run Report | **Export Report** | Clear Filters

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## How to Approve the Child Count

- Click on *District Name*

December 1 Child Count Snapshot Updated: 3/12/2019 12:21:57 PM

Resident RCDT	District Name	2016 - 2017 Counts	2017 - 2018 Counts	2018 - 2019 Counts	Difference	Status	Verified By
10-101-10-1010	District 1	139	130	127	-3	Not Verified	

- Click *Verify Child Count Numbers* button

The last day to perform additions and make corrections to Student Approval records for inclusion in the final snapshot will be 03/01/2019.

**ISBE will create an updated snapshot every week until the final snapshot is completed.**

I hereby certify as a duly authorized representative of the school district that: 1) I have thoroughly examined and reviewed the December 1 special education student data to be submitted to the Illinois State Board of Education (ISBE) pursuant to the federal Individuals with Disabilities Education Act, and 2) said data is true, accurate and complete based upon information and belief formed after due inquiry, and no changes shall be made to these data unless required by law or agreed to by ISBE.

**Verify Child Count Numbers**

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## How to Approve the Child Count

**Current Child Count Totals**
**Step 1**

The December 1 Child Count includes all APPROVED I-Star student Approval records for all Fund codes except N & U, that are checked to "Include in Approval" and active on 11/30.

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December 1 Child Count Snapshot Updated: 3/12/2019 12:21:57 PM

Resident RCDT	District Name	2016 - 2017 Counts	2017 - 2018 Counts	2018 - 2019 Counts	Difference	Status	Verified By
10-101-10-1010	District1	139	130	127	-3	Verified	Sarah Noelle

The last day to perform additions and make corrections to Student Approval records for inclusion in the final snapshot will be 03/01/2019.

**ISBE will create an updated snapshot every week until the final snapshot is completed.**

[Close and Go To Student Approvals](#)

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Close  
 Cancel - Please exit the wizard.

Cancel
**Close**

## Child Count Certification Failure Consequences

- Failure to certify the child count by March 27 will result in frozen IDEA Part B Flow Through and Preschool grant funds until the district certification is completed
- There was ample time to review the child count data prior to the certification period in I-Star
- Preliminary snapshots were available in I-Star beginning February 1, 2019
- Snapshots were updated each Friday (February 1, 8, 15, 22 & March 1)



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HARRISBURG PROJECT

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MONDAY – FRIDAY  
8AM-4PM

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