Child Count Worksheet Instructions

Use this information in correlation with your district's October Special Education Count to complete the "Resident" section of the Web SES. This form should not be returned to the DE, it is strictly for use at the district level. Form should be given to the teacher of each class. If a teacher teaches in two buildings and has a separate roster for each building, they should get two count sheets. Suggested program designations: (Description with abbreviation in parenthesis) If your district is using the rules-based program models use: resource-categorical, (RC); resource-multi-categorical, (RM); special class with integration-categorical, (SCIN-C); special class with integration-multi-categorical, (SCIN-M); self-contained 2.21, (SC 2.21); pre-school 2.21, (PS 2.21); self-contained 3.74, (SC 3.74); pre-school 3.74, (PS 3.74). If your district has an approved district developed delivery system, use Level I, II, or III.

<u>Section 1- Resident Students in Resident Programs</u>

Column 1 - Student's first and last legal name.
Column 2 - PS for preschool or a grade level (K-12).
Column 3 - Where is the child being served (regardless of the child's weighting)? These could include RM, RC, SCIN-C, SCIN-M, SC 2.21, PS 2.21, SC 3.74, PS 3.74, Level I, Level II or Level III
Column 4 - Use the level of service (1.72, 2.21, or 3.74) as indicated on the child's IEP. This may differ from weighting of the program where the child is served. For example, a student identified as SC 2.21 on their IEP, may be served in a RM 1.72 program, but should be listed as a 2.21 in column 4.
Columns 5, 6, and 7 are used for students who are not served in the program the entire year. They may have been placed or moved into the district after October. It is also where you report students who exit the program or move out of the district during the year. Be sure to count the number of days the student was enrolled. This count would include days the student was absent during their enrollment in the program.

<u>Section 2 - Nonresident Students Served in Resident Programs</u>

This section is for designating students served in your district who are tuitioned-in from other LEAs. This information will be used to complete the "Non-Resident Students" section of the Web SES. Explanation for each column is listed above under Section 1.

_____ Community School District

To: Principals and Special Education Teachers
From: Superintendent, School Business Official
Subject: Information needed for Special Education - Certified Annual Report/Special Education
           Supplement

Building _____   Teacher _____   Program _____

Section 1: Provide a list of all Resident Special Education students **served** during the year in your special education program. **PLEASE CHECK EACH STUDENT'S WEIGHTING AND RECOMMENDED PLACEMENT WITH THAT LISTED ON THEIR IEP.** Complete columns 5, 6, and 7 only if the student was not enrolled for the full year.

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7
Student	Grade Level or Preschool	Present Placement	Placement Noted on IEP	Date Entered Program	Date Moved or Dropped	Total Days Enrolled

Column 1 Student	Column 2 Grade Level or Preschool	Column 3 Present Placement	Column 4 Placement Noted on IEP	Column 5 Date Entered Program	Column 6 Date Moved or Dropped	Column 7 Total Days Enrolled

Section 2: Tuition-In Students. Please list any students in your program   who are tuition-in students.

Column 1 Student	Column 2 Grade Level or Preschool	Column 3 Present Placement	Column 4 Placement Noted on IEP	Column 5 Date Entered Program	Column 6 Date Moved or Dropped	Column 7 Total Days Enrolled