



Monday Message

May 10, 2021

Special Education Module

CHANGE: Per Reporting Period in ECATS

“Per Reporting Period” (PRP) will be removed as a frequency option for special education and related services in ECATS on July 1, 2021. It is highly recommended that IEP Teams consider the sunset of this frequency option as IEP Team meetings are held this Spring, particularly if “PRP” is being used to document special education services. However, no immediate action is required at this time.

The reason for this decision is “Per Reporting Period” introduces a level of ambiguity with the frequency of specially designed instruction or related services.

- “PRP” was never intended to be used to describe special education; however, this option is being used
- “PRP”, when monitored, is most often used for administrative convenience
 - Availability of staff
 - Accommodate itinerant service provider schedules
 - Flexibility in scheduling for service provider
- “PRP” creates the potential for inconsistent implementation as students transition between schools, districts and out of state where reporting periods may be longer or shorter
- “PRP” raises additional questions when services do not occur during the entire reporting period
 - i.e., for a nine week grading period service frequency is documented as seven or eight per reporting period rather than nine

The removal of “PRP” is important because:

- Specially designed instruction and related services should be more clearly articulated to families and instructional staff
- Daily or weekly frequencies are more easily scheduled in order to establish routines and consistent support with accessing or receiving services
- Complies with state statute that services must be determined on a weekly basis
 - § 115C-106.3. Definitions. The following definitions apply in this Article:
Child with a disability. – A child with at least one disability who because of that disability requires special education and related services.
(3a) Educational services. – All of the following:
(a) The necessary instructional hours per week in the form and format as determined by the child's IEP team and consistent with federal and State law. The instruction shall be

delivered by an appropriately qualified teacher to the extent required by federal and State law, which requires a free appropriate public education and the opportunity for a sound basic education.

(b) Related services included in the child's IEP.

(c) Behavior intervention services to the extent required by federal law.

For providers using “PRP” to describe services, consider the following alternatives:

- daily frequency
- weekly frequency
- itemized weekly services according to specific time frames
 - i.e., 4 specific weeks identified (8/23-27/2021; 11/8-12/2021; 2/14-18/2022; 4/25-29/2022) for 1x/week service delivery
- reference the ECATS Tip Sheet: “Documenting Related Services Support Descriptions” for additional options [ATTACHED]

Please note: The EC Division has considered the addition of “monthly” to the options for frequency in service delivery. However, at this time, “monthly” presents similar challenges when some months include weeks when schools are both in and out of session [i.e. August, December, March/April, June, track-out/ins]. In these cases, the monthly services would be required to be implemented regardless of the month’s duration.

Office Hours

The EC Division will continue to hold Federal Reporting Office Hours on the first Wednesday of each month at 10:00 AM and 2:00 PM. To join in and ask any questions about upcoming federal reporting, please use this link <https://ncgov.webex.com/meet/khalilah.ofarrow>

Please note the link has changed to Khalilah O'Farrow-Boulware's webex.

For previous issues of the ECATS Monday Message, please visit https://ec.ncpublicschools.gov/ecats/monday_messages.