PowerSchool Data Collection

Title I-D – Neglected or Delinquent
October Headcount
Points of Contact

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Topics of Discussion

How does the count work?

• State Agencies
  • Which institutions/ SOPs/ agencies are eligible?
  • Which students within eligible institutions/ SOPs/ agencies should be counted?

• PSUs (Districts, Charters, Labs)
  • Which local institutions are eligible?
  • Which students within eligible local institutions should be counted?

How do you enter October Headcount data into PowerSchool?

When is the October Headcount due?
How does the count work?

State Agencies

Subpart 1
Definitions
State Agency

- an agency of **State government** responsible for providing **free public education** for children in institutions for neglected or delinquent children, community day programs for neglected or delinquent children, and adult correctional institutions.
an education program (not beyond grade 12) in an institution or a community day program for neglected or delinquent children that consists of classroom instruction in basic school subjects such as reading, mathematics, and vocationally oriented subjects, and that is supported by non-Federal funds.

Neither the manufacture of goods within the institution nor activities related to institutional maintenance are considered classroom instruction.
Eligibility Requirements

State Agencies

Subpart 1
### Eligibility Requirements for State Agencies

<table>
<thead>
<tr>
<th>State Agency</th>
<th>Hours of Weekly Instruction</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult Correctional Institution</td>
<td>15 or more</td>
</tr>
<tr>
<td>Institution for Delinquent Children &amp; Youth</td>
<td>20 or more</td>
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<tr>
<td>*Average length of stay of at least 30 days</td>
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</tr>
<tr>
<td>Community Day Program</td>
<td>20 or more</td>
</tr>
</tbody>
</table>
Average Length of Stay =

\[
\frac{\text{length of time each child entering the institution stays}}{\text{total number of children passing through that institution during a given year.}}
\]

The average length of stay for all children in the institution must equal at least 30 days.

An individual child in an institution, however, would not necessarily have to stay for 30 days.
Basis for Eligibility

Subpart 1

1. Is a regular program of instruction provided for the children in the neglected or delinquent institution, community day program, or adult correctional institution?

☐ Yes
☐ No

2. Is the State agency responsible for providing free public education in the neglected or delinquent institution, community day program, or adult correctional institution?

☐ Yes
☐ No

3. In the case of a neglected or delinquent institution, is the average length of stay at least 30 days? (Please note that this question does not apply to community day programs or adult correctional facilities.)

☐ Yes
☐ No
Which students are counted?
Subpart 1

To be eligible, a child must be:

• Under 21 years of age
• Receiving education from the State Agency
• Enrolled in a regular program of instruction supported by non-federal funds for at least:
  • 20 hours per week if in an institution for neglected or delinquent children or a community day program for neglected or delinquent children; or
  • 15 hours per week if in an adult correctional institution
What dates are used for the count?

Subpart 1

- Report the number of children enrolled in the SOP on a date during the calendar year 2022, selected by the State Agency

- Use the same date for every program
How does the count work?

Districts, Charters, Lab Schools

Subpart 2
Definitions
Neglected Institution

- A public or private *residential facility*, *other than a foster home*, operated primarily for the childcare of children who have been committed or placed in the institution due to abandonment, neglect, or death of their parents
Delinquent Institution

- A public or private *residential facility* operated for the care of children who have been *adjudicated* as delinquent or in need of supervision

- This category also includes children in *LOCAL* adult correctional institutions
Which students are counted?

Subpart 2

- To be eligible to be counted, a child, age 5 through 17, must live in a locally operated facility that meets the definition of an institution for neglected children, an institution for delinquent children, or an adult correctional institution.
Guidance for Identifying Eligible Children

Subpart 2

To qualify, a student must have spent at least one day in the facility during the collection period.

Each PSU (District, Lab, Charter) will submit a count for the following categories of institutions:

- Local NEGLECTED institutions
- Local DELINQUENT institutions

Charter/Lab Schools will have a count of 0, unless they operate as a residential facility for neglected or delinquent students.
Guidance for Identifying EligibleChildren
Subpart 2

➢ Students within a given institution should be counted as either neglected or delinquent.

➢ Use the original charter of the institution to determine whether students are reported as neglected or delinquent.
What dates are used for the count?

Subpart 2

• The collection period must run for 30 consecutive days, with at least one day falling in the month of October 2022.
Questions?
PowerSchool Data Entry
Data Collection:

* **October Headcount Collection** – Where you enter the number of students served in your LEA, Lab Schools or Charter Schools for Neglected and Delinquent.

* Please Note: This count is required – even if your count is 0
Before Entering Data

• In upper right corner of PS screen
  • **School**: LEA Office
  • **Term**: 22-23 Year

• In left-hand menu, you will click on Pt D N or D Oct Hdcnt/YE Priv Schl Cnt

• If you do not see the link, please call your PS Administrator to make sure that you have the proper Group Assignment
How Collection Appears in PowerSchool

[Image of PowerSchool interface showing the collection of Title N or D October Headcount/Title IA Year End Private School Count for the 2022-2023 academic year.]

**Title ID N or D October Headcount/Title IA Year End Private School Count 2022-2023**

**Instructions:**
Click on the Edit link beside the name of each Headcount Type and Student Type you wish to edit. This will take you to the Student Participation Form to enter the headcount by grade level.

**Data Type**
Please edit the **October Headcount** below.

**Title ID N or D October Headcount/Title IA Year End Private School Count Report**

<table>
<thead>
<tr>
<th>Data Type</th>
<th>Student Type</th>
<th>No Child to Report</th>
<th>Under3*</th>
<th>3to5notK*</th>
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**Grade Level Definition**
- **Under3*** = children younger than 3 years of age.
- **3to5notK*** = children between ages 3 and 5 not enrolled in kindergarten.
- **UG** = ungraded, i.e., children with no school grade assigned.
Let’s Start Entering Data….  

### Instructions

Click on the Edit link beside the name of each Headcount Type and Student Type you wish to edit. This will take you to the Student Participation Form to enter the headcount by grade level.

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What Happens When I Click on ‘Edit’?

If your count is 0, check the box, otherwise enter numbers in appropriate cell; click Submit in either case.
What Happens When I Click on ‘Edit’?

If your count is 0, check the box, otherwise enter numbers in appropriate cell; click Submit in either case.
Data Has Been Entered – Now What?

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Grade Level Definition
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- 3to5notK* = children between ages 3 and 5 not enrolled in kindergarten.
- UG = ungraded, i.e., children with no school grade assigned.
DO NOT edit any of the THREE categories; it is NOT Year End.

Change the radio button from Year End to October Headcount.
Changing the Radio Button to ‘October Headcount’

The October Headcount data has been approved on 10/03/2022 17:36:30 by Lin, JC.

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Collection Deadline

• October Headcount data for 2022-23 should be entered and submitted into PowerSchool for Neglected or Delinquent students only by December 9, 2022.

• If you need to ‘unsubmit’ (then resubmit) your data prior to the deadline, send an email to anita.harris@dpi.nc.gov with your LEA # and what action you want to take. This request must be via email, not voicemail.
If you have any questions regarding the October 2022 Headcount, please contact

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