Fiscal & Data Updates

Special Education November Federal Child Count

The November Federal Special Education Child Count application, located in the Education Data System (EDS), is open for submission as of **November 1, 2026**. Local Education Agencies (LEAs) have until **December 16, 2026**, to verify and submit their November 2026 federal child count.

Data in the application comes directly from CEDARS and any corrections or changes must be made through a CEDARS submission. For information about how students are included or excluded from the child count, as well as instructions for reviewing, certifying, and submitting the report, please refer to the Special Education Child Count User Guide. For questions related to CEDARS, please contact OSPI Student Information by email.

After certifying the report in EDS, LEAs must print and sign the Certification Page and mail it to the address listed on the form. LEAs with no special education students are still required to complete the reporting process by accessing the application, reporting zero students, submitting the report, and mailing a signed Certification Page.

Once the report has been submitted and received, an automated confirmation email will be generated. If you do not receive the automated confirmation, review the submission steps in the Special Education Child Count User Guide to ensure the submission was completed successfully. The Special Education Data Team will no longer send an additional confirmation email.

For a complete list of Least Restrictive Environment (LRE) codes for the 2026–27 school year, including definitions and examples, refer to CEDARS Appendix W. A Decision Tree for determining early childhood LRE codes is also available on the OSPI Website.

ESD-run programs: For the November Federal Special Education Child Count, the resident district should report students attending ESD-run programs. The preferred LRE code for students attending ESD-run programs is LRE 4: Public Separate Day School.

The Child Count User Guide and additional resources are available on the Federal Data Collection Forms webpage of the OSPI Special Education website. For questions regarding the child count, please contact the Special Education Data Team by email.

Special Education Personnel Employed and Contracted

The Special Education Personnel Employed & Contracted report is due by **5:00 pm on December 16, 2026**. Email the completed form to specialeddata@k12.wa.us. This is a required federal report. The timeliness and accuracy of this report impacts the LEA determination level.

As of the first business day of November, report the Full-Time Equivalency (FTE) of all special education personnel employed or contracted to provide special education and related services

to children with disabilities (IDEA) **ages 3 through 21** regardless of funding source (i.e., Part B IDEA, State/entity, or local), **including personnel employed by private agencies**. *It may be appropriate for districts to use student IEPs to estimate Non-Public Agency (NPA) staff FTE.*

Report as "Fully Certified" those staff who meet the applicable requirements for the position in which they are employed. Please note that paraprofessionals who are "appropriately trained and supervised" and meet the WA Paraeducator Minimum Employment Requirements from the Professional Educator Standards Board (PESB) should be reported as "Fully Certified." The Fundamental Course of Study is not a minimum employment requirement. Additionally, the special education subject matter certificate is not required for paraeducators serving students with disabilities. Please refer to these guidance documents for more information about paraeducator requirements:

- WA paraeducator minimum employment and high school equivalencies
- FAQ Paraeducator Certificate Program

For more information or questions about the Special Education Personnel Employed & Contracted report, see EDFacts File Specifications SY 2025-26 | U.S. Department of Education or email specialeddata@k12.wa.us.

OSPI Special Education Data, Fiscal, and Program Office Hours

Please join us if you have questions or would like to discuss topics related to Data, Funding, or Program Improvement.

Office hours are held via Teams at 1–1:30 pm every Wednesday. Pre-registration is not required. During these office hours, participants can chat about current issues and ask questions. Breakout rooms will be available as needed for discussions on specific topics.

Please join using this link: Special Education Data, Fiscal and Program Office Hours 2026–27.

If you have any questions regarding the Special Education Data, Fiscal, and Program office hours, please contact the WISM team or the Special Education Data team.