

Time Table for December 1 Child Count

December 1 Child Count and/or Table Data	Programs Submit Files to Spot Checker/ Penn State and review online Comparison Reports	LEAs Upload files to PIMS	Receipt of Duplicates/ Preliminary Comparison Reports by SA/EI	PIMS Special Education Re-Submission	Receipt of Final Comparison Reports for SA	Receipt of Duplicates by SA and EI	Final Resolution of Duplicates (SA/EI) /Comparison Reports (SA) Due	Receipt of Verify Reports and Signoffs	Signoff of Verify Reports
Dec 1 Child Count files, in the form of PIMS Special Education Snapshot and Student Template (optional in Spot Checker)	11/15/2016 to 12/14/2016	12/1/2016 to 12/14/2016	By LEA after PIMS file is available	1/4/2017 to 1/31/2017	On a weekly basis when files are downloaded from PIMS	Once all files are final.	One week from receipt of reports	2/27/2017	3/6/2017
Table 14 – Report of Children Parentally Placed with an Equitable Participation Services Plan	2/1/2017	NA	NA	NA	2/13/2017	2/13/2017	One week from receipt of reports	2/27/2017	3/6/2017

All export files will be sent to PSU using the File Submission website (Spot Checker).

Spot Checker will open 11/15/2016.

Note: Individual IUs may have different submission date requirements for their LEAs.