

# December 1 Child Count Formatting Information

## General Formatting Information for Export Files

All data export files must be in standard ASCII comma-delimited format, either CSV or text format. Each line must be terminated by a carriage return and line feed combination. Files shall be named as indicated in this document, and must be in an MS-DOS compatible file format.

## December Child Count Data

The two files, Student Template (optional in Spot Checker) and Special Education Snapshot, will contain a row of data for each student. The Student Template contains 217-222 values per row, each separated by a comma (for a total of 216 221 commas per row). The Special Education Snapshot contains 76 values per row, each separated by a comma (for a total of 75 commas per row). Two consecutive commas indicate a 'blank' value for the field.

Be sure to include leading zeroes where necessary. Dates should be formatted as YYYY-MM-DD. See example below.

See the updated PIMS Manual for more detailed descriptions.

### Example:

- Student Template:  
123468303,3272,2020-06-30,5566666666,,,,,010,,,SH09,1998-08-02,M,324 Main Ave.,Hershey,PA,17033  
,,,,,10,,,,,N,2127,,,Y,,,99,,,98,,,,,N,,N,,,,,N,,,,,N,,,,,36042916,,,Y,,2012-10-25,2012-10-25,,,,,2012-10-25,,,,,123463603,,,,,N,,VanPelt,Linus,,,,,3272,Y,,,,,123463603,,,,,N,,,,N,,N,Y,N,123468303,,,,E,N
- Special Education Snapshot:  
123468303,3272,2020-06-30,,5566666666,,,,,Brown,2127,,,,,01,,01,,,,,N,,,2018-12-01,,,,,21,,,,,33,,,,,123468303,5078,,,,

# December 1 Child Count Data Items

## Student Template

Empty fields are not included in this list –  
**Reminder: The layout of the record must follow the 222 217 fields for Student Template (optional in Spot Checker)**

See PIMS Manual for more detailed descriptions.

### Student Template

Field No.	Field Name	Valid Values
1	<b>Submitting AUN District Code</b> (LEA submitting, SE District of Residence)	9-digit code
2	<b>School Number Location Code</b>	4-digit code
3	School Year Date	10 characters, ISO format (YYYY-MM-DD). Must be 20YY-06-30, where YY is the year after the Dec 1 Child Count date
4	<b>PASECUREID Student ID</b>	10-digit code
10	<b>Grade Current Grade Level</b>	K4A, K4P, K4F, K5A, K5P, K5F, 001-012
13	Home Room	Not blank
14	Birth Date	10 characters, ISO format (YYYY-MM-DD)
15	Gender Code	M or F
16	Address 1	Required
17	Address 2	
18	City	Required
19	State Code	Required
20	<b>Zip Full Zip Code</b>	Required
27	<b>Race/Ethnicity Race or Ethnicity Code</b>	1 - American Indian/Alaskan Native 3 - Black or African American 4 - Hispanic 5 - White 6 - Multiracial 9 - Asian 10 - Native Hawaiian or other Pacific Islander

## Student Template

Field No.	Field Name	Valid Values
33	Food PGM Participation Code Economic Status	F - free R - reduced N - neither
34	Challenge Type	2121 - Autism 2122 - Deaf-Blindness 2123 - Hearing Impairment including Deafness 2124 - Intellectual Disability (MR) 2125 - Multiple Disabilities 2126 - Orthopedic Impairment 2127 - Emotional Disturbance 2128 - Specific Learning Disability 2129 - Speech or Language Impairment 2130 - Traumatic Brain Injury 2131 - Visual Impairment incl. Blindness 2132 - Other Health Impairment
38	Special Education	Y - has IEP E - exited IEP < 2 years N - no IEP or exited IEP > 2 years
41	LEP/ELL Status	01 – current EL, not LIFE 03 – former EL, exited, and in 1st year of monitoring 04 – former EL, exited, and in 2nd year of monitoring 05 – former EL, exited, and no longer monitored 06 – current EL, LIFE (Limited or Interrupted Formal Education) 07 – former EL, exited, and in 3 <sup>rd</sup> year of monitoring 08 - former EL, exited, and in 4th year of monitoring 99 - never EL
45	LIEP Type	21 –Mixed Bilingual 22 –EL Bilingual 23 –EL Specific Transitional Instruction 25 –EL Specific English-only 26 –Mixed Classes with English-only Support 27 –Parental refusal-mixed classes with English-only support 98 –LIEP type 21-26 provided by another entity-English-only support provided at this entity

## Student Template

Field No.	Field Name	Valid Values
65	<del>Grad Status</del> <del>Graduation Status Code</del>	See PIMS Student Snapshot Template Specifications in the PIMS User Manual Volume 1 for valid codes
66	Expected Post-Graduate Activity	See Appendix M in Volume 2 of the PIMS User Manual for a complete list of valid values
67	Student Status	See Appendix L in Volume 2 of the PIMS User Manual for a complete list of valid values
68	Date First Enrolled in an ESD or Bilingual Education Program	10 characters, ISO format (YYYY-MM-DD)
70	<del>504 Plan</del> <del>ADA Status Indicator</del>	Y - Student has a current Section 504 service agreement plan in place and is considered disabled per ADA N - Student does not have a current Section 504 service agreement plan in place and is considered disabled per ADA
73	Foreign Exchange Student	Y or N
80	<del>Gifted and Talented</del>	GY - Gifted, has GIEP <del>GN - Gifted, does not have GIEP</del> GS - Gifted, receives gifted services through IEP GX - Gifted, does not receive gifted services N - Not Applicable
88	Economic Disadvantaged Status Code	Y or N
90	Mobility Code	A, B, C or Blank
91	Diploma Type Code	806 - Regular Diploma 816 - General Education Development (GED) credential
93	Alternate Student ID	
95	Title III EL Eligibility	Y - Title III served N - Not Title III served
96	<del>Titil I Part A Programs Services Code (Title I Part A)</del>	Y - Title I Part A N - Not Title I Part A
97	Grade 09 Entry Date	10 characters, ISO format (YYYY-MM-DD)
98	<del>LEA Entry Date</del> <del>District Entry Date</del>	10 characters, ISO format (YYYY-MM-DD)
99	School Entry Date	10 characters, ISO format (YYYY-MM-DD)
109	State Entry Date	10 characters, ISO format (YYYY-MM-DD)
110	Date First Enrolled in a US School	10 characters, ISO format (YYYY-MM-DD)
117	<del>District of Residence AUN</del> <del>District Code of Residence</del>	9-digit code

## Student Template

Field No.	Field Name	Valid Values
120	Student is a Single Parent	Y or N
123	Home Language Code	See Appendix J Volume 2 of the PIMS User Manual for a complete list of valid NCES county and language codes
125	Years in US Schools	1 - 0-12 months 2 - 13-24 months 3 - 25-36 months
126	Name Suffix	
131	Food Program Eligibility	F - free R - reduced N - neither
133	Last Name Long	
134	First Name Long	
142	Middle Name	
154	Address 3	
165	School Number of Residence Location Code of Residence	4-digit code
166	Displaced Homemaker	Y or N
167	Special Education Referral	Y or N
182	Home Address State County Code	See Appendix D Volume 2 of the PIMS User Manual for the full list of state abbreviations
189	Funding District AUN Funding District Code	9-digit code
190	CTE Indicator	
207	Military Family Code	Y or N
212	PSSA/PASA Assessment Assessment Participation Code	A - PASA only, no PSSA precode label B - PSSA, receive precode label I - Not participating in any of these assessments M - PASA Online testing, no label required N - PSSA Online testing, no label required
214	Keystone Winter Assessment Assessment Participation Code 2	Y - Receive precode label N - Not testing O - Online testing, no label required

215	Keystone Spring Assessment Assessment Participation Code 3	Y – Receive precode label N – Not testing O – Online testing, no label required
216	Keystone Summer Assessment Assessment Participation Code 4	Y – Receive precode label N – Not testing O – Online testing, no label required
217	AUN of Enrollment District of Enrollment Code	9-digit code
221	Access for ELLS Assessment	E – ACCESS for ELLs precode label A – Alternate ACCESS for ELLs precode label O – Other LEA requesting precode label
222	ELA Assessment Exemption Indicator	Y or N

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# Special Education Snapshot

Empty fields are not included in this list –

**Reminder: The layout of the record must follow the 76 fields for Special Education Snapshot**

**See PIMS Manual for more detailed descriptions.**

## Special Ed Snapshot

Field No.	Field Name	Code
1	Submitting AUN District Code	9-digit code
2	School Number Location Code	4-digit code
3	School Year Date	10 characters, ISO format (YYYY-MM-DD)
5	PASECUREID Student ID	10-digit code
10	Special Education Teacher Name	
11	Primary Disability	2121 - Autism 2122 - Deaf-Blindness 2123 - Hearing Impairment including Deafness 2124 - Intellectual Disability (MR) 2125 - Multiple Disabilities 2126 - Orthopedic Impairment 2127 - Emotional Disturbance 2128 - Specific Learning Disability 2129 - Speech or Language Impairment 2130 - Traumatic Brain Injury 2131 - Visual Impairment incl. Blindness 2132 - Other Health Impairment
12	Secondary Disability	Same as #11 above, plus 2106 – Gifted with Disability

## Special Ed Snapshot

Field No.	Field Name	Valid Values
15	Amount of Special Education Services	01 - Itinerant 04 - Full-time 06 Supplemental Resource
17	Type of Support	01 - Learning 02 - Life Skills 03 - Multi-Disabilities 04 - Emotional 06 - Deaf or Hearing Impaired 07 - Speech and Language 08 - Physical 10 - Blind or Visually Impaired 26 - Autistic
32	Primary Placement Type	One text character, Y, N.
34	Date Exited Special Education	10 characters, ISO format (YYYY-MM-DD). Must be blank or later than 12/1/20YY where YY is the current Dec 1 Child Count year
35	Snapshot Date	10 characters, ISO format (YYYY-MM-DD). Must be 12/1/20YY where YY is the current Dec 1 Child Count year

## Special Ed Snapshot

Field No.	Field Name	Valid Values
44	Educational Environment	<p>Codes for students being educated in regular buildings with non-disabled students</p> <p>19 - Inside the regular class 80 percent or more of the day (formerly Special Education Outside the Regular Class Less Than 21% of the Day )</p> <p>20 - Inside the regular class no more than 79% of the day and no less than 40% percent of the day (formerly Special Education Outside the Regular Class At Least 21% of the Day (21-60%))</p> <p>21 - Inside the regular class less than 40 percent of the day (formerly Special Education Outside the Regular Class More than 60% of the Day (61% or more))</p> <p>Codes for students being educated in other locations</p> <p>01 - Approved Private School (Non Residential)</p> <p>02 - Approved Private School (Residential)</p> <p>05 - Public Separate Facility (Residential)</p> <p>06 - Other Private Separate Facility (Residential)</p> <p>09 - Hospital/Home Bound</p> <p>12 - Public Separate Facility (Non Residential)</p> <p>14 - Out of State Facility</p> <p>15 - Instruction in the Home</p> <p>16 - Other Private Separate Facility (Non Residential)</p> <p>18 - Correctional Facility</p>
45	Transition IEP Status Code	Y or N. Does the student have a transition plan as part of their IEP?
49	Educational Environment Percentage (School Age Program)	whole number (0-100)

## Special Ed Snapshot

Field No.	Field Name	Valid Values
52	Reason for Exiting Special Education	<p>Blank, unless student exited between 12/2/2016 and 1/31/2017</p> <p>01 - Graduated with Regular High School Diploma            02 - Received a GED and/or Certificate            03 - Reached Maximum Age (Age 21)            04 - Dropped Out            05 - Transferred to Regular Education            06 – Moved out of Pennsylvania, Known to be Continuing            09 – Died            99 – Moved, within PA, known to be continuing</p> <p>Must be a valid code if Date Exited Special Education (field 34) is between 12/2/2019 and 1/31/2020            Must be blank if Date Exited Special Education (field 34) is blank or not between 12/2/2019 and 1/31/2020</p>
70	Service Provider	9-digit AUN code or Provider Name (text)
71	Location of Special Education Services	The PDE-defined, 4-digit code identifying the school <i>where Special Education services are provided</i> . If a student is at a location that does not have a designated school code, enter the actual name of the building. Codes 9999 and 0000 are not valid codes
73	Trans IEP (Paid Work Learning)	<p>One character, text format.            DEFINITION: Does IEP contain new services that support paid work-based learning experiences in a competitive (at least minimum wage) integrated setting?            If Transition IEP Status Code (field 45) =Y, then cannot be blank.</p>
74	Trans IEP (Job Supports/Coaching)	<p>One character, text format.            DEFINITION: Does IEP contain services that include job supports/coaching?            If Transition IEP Status Code (field 45) =Y, then cannot be blank.</p>
75	Trans IEP (Career Dev/Job Exploration)	<p>One character, text format.            DEFINITION: Does IEP contain services that include career development and job exploration?            If Transition IEP Status Code (field 45) =Y, then cannot be blank.</p>

## Special Ed Snapshot

76	Trans IEP (Modified)	One character, text format. DEFINITION: Has the transition IEP been modified to include services that support paid work-based learning experiences in a competitive (at least minimum wage) integrated setting? If Transition IEP Status Code (field 45) =Y, then cannot be blank.
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