

December 1 Child Count

Timeline for IUs to submit data, not necessarily the timeline for LEAs to submit to the IUs

December 1 Child Count and/or Table Data	Programs Submit Files to Spot Checker/ Penn State and review Comparison Report downloads	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 SpotChecker)	11/1/2023 to 12/15/2023	12/1/2023 to 12/15/2023	By LEA after PIMS file is available	1/8/2024 to 1/19/2024	On a weekly basis when files are downloaded from PIMS	Once all files are final.	One week from receipt of reports	2/23/2024	3/11/2024
Table 1 – The number of Special Education Teachers and Paraprofessionals (in FTE) employed or contracted to work with children with disabilities, Ages 3-5 by LEA	1/19/2024	NA	NA	NA	1/29/2024	NA	NA	2/23/2024	3/11/2024
Table 2 – The number of Special Education Teachers and Paraprofessionals (in FTE) employed or contracted to work with children with disabilities, Ages 6-21 by LEA	1/19/2024	NA	NA	NA	1/29/2024	NA	NA	2/23/2024	3/11/2024
Table 3 – The number of Related Services Personnel (in FTE) employed or contracted to work with children with disabilities, Ages 3-21 by LEA	1/19/2024	NA	NA	NA	1/29/2024	NA	NA	2/23/2024	3/11/2024

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Table 14 – Report of Children Parentally Placed in Private School that have been Determined Eligible under IDEA Regulations	1/19/2024	NA	NA	NA	1/29/2024	Once all files are final	One week from receipt of reports	2/23/2024	3/11/2024

All files will be sent to PSU using the File Submission website (SpotChecker).

SpotChecker will open the week of 11/13/2023.

Note: Individual IUs may have different submission date requirements for their LEAs. LEAs should contact their IU for their submission timeline.