

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 must be in an MS-DOS compatible file format.

December Child Count Data

The two files, Student Template (optional in SpotChecker) and Special Education Snapshot, will contain a row of data for each student. The Student Template contains **226 values per row**, each separated by a comma (for a total of 225 commas per row). The Special Education Snapshot contains **80 values per row**, each separated by a comma (for a total of 79 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:
123468303,3272,2025-06-30, 5566666666,,,,,010,,,SH09,2005-08-02,M,324 Main Ave.,Hershey,PA,17033
,,,,,10,,,,,N,2127,,,Y,,,99,,,,98,,,,,3272,123468303,,,,,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,,,X,123468303
- Special Education Snapshot:
123468303,3272,2025-06-30,,5566666666,,,,,Brown,2127,,,01,,01,,,,,N,,,2018-12-01,,,,,21,,,,33,,,N,,,,,123468303,5078,,,,,10

December 1 Child Count Data Items

Student Template

Empty placeholder fields are not included in this list –
**Reminder: The layout of the record must follow the 226 fields
 for Student Template**

See PIMS Manual for more detailed descriptions.

| Field No. | Field Name | Valid Values |
|-----------|---|--|
| 1 | Submitting AUN (LEA submitting, SE District of Residence) | 9-digit code |
| 2 | School Number | 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 | PASECUREID | 10-digit code |
| 10 | Grade | 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 | Zip | Required |
| 27 | Race/Ethnicity | 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 |

| Field No. | Field Name | Valid Values |
|-----------|-----------------------------|---|
| 33 | Food PGM Participation Code | 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 and transferred to Regular Ed this school year N - no IEP |
| 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 rd 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 |

| Field No. | Field Name | Valid Values |
|-----------|--|--|
| 50 | BID School Number | 4-digit code |
| 51 | BID AUN | 9-digit code |
| 65 | Grad Status | 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 | 504 Plan | 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 | Gifted | GY - Gifted, has GIEP 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 826 – Keystone Diploma |
| 93 | Alternate Student ID | |
| 95 | Title III EL Eligibility | Y – Title III served N – Not Title III served |
| 96 | Title I Part A | Y – Title I Part A N – Not Title I Part A |
| 97 | Grade 09 Entry Date | 10 characters, ISO format (YYYY-MM-DD) |
| 98 | LEA Entry Date | 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) |

| Field No. | Field Name | Valid Values |
|-----------|------------------------------------|---|
| 110 | Date First Enrolled in a US School | 10 characters, ISO format (YYYY-MM-DD) |
| 117 | District of Residence AUN | 9-digit code |
| 119 | ED At Risk Student | H - Homelessness F - Foster N - Did not qualify |
| 124 | ED Neglected or Delinquent | Y or N |
| 125 | Years in US Schools | 1 - 0-12 months 2 - 13-24 months 3 - 25-36 months |
| 126 | Name Suffix | Jr,Sr,I,II,III,IV,V,VI,VII,VIII,IX,X |
| 131 | Food Program Eligibility | F - free R - reduced N - neither |
| 133 | Last Name | |
| 134 | First Name | |
| 142 | Middle Name | |
| 154 | Address 3 | |
| 165 | School Number 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 | 9-digit code |
| 190 | CTE Indicator | |
| 196 | ED Health Code | M - Medicaid N - Did not qualify |
| 205 | ED Income Status Code | S - SNAP T - TANF R - Reduced-Price Lunch F - Free Lunch C - Census Poor N - Did not qualify |
| 207 | Military Family Code | Y or N |
| 209 | Foster Student | Y or N |

| Field No. | Field Name | Valid Values |
|-----------|----------------------------|--|
| 212 | PSSA/PASA Assessment | A - PASA B - PSSA I - Not participating in any of these assessments |
| 214 | Keystone Winter Assessment | 0 - None taken 1 - KALG only 2 - KBIO only 3 - KALG and KBIO 4 - KLIT only 5 - KALG and KLIT 6 - KBIO and KLIT 7 - KALG, KBIO, and KLIT |
| 215 | Keystone Spring Assessment | 0 - None taken 1 - KALG only 2 - KBIO only 3 - KALG and KBIO 4 - KLIT only 5 - KALG and KLIT 6 - KBIO and KLIT 7 - KALG, KBIO, and KLIT |
| 216 | Keystone Summer Assessment | 0 - None taken 1 - KALG only 2 - KBIO only 3 - KALG and KBIO 4 - KLIT only 5 - KALG and KLIT 6 - KBIO and KLIT 7 - KALG, KBIO, and KLIT |
| 217 | AUN of Enrollment | 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 |

| Field No. | Field Name | Valid Values |
|------------------|------------------------------------|--|
| 222 | ELA Assessment Exemption Indicator | Y or N |
| 223 | AUN of Sending Charter School | 9-digit AUN of the charter school that contracted with the educating LEA to educate a charter school student |
| 224 | Sending Charter School Number | The PDE defined 4-digit code of the charter school that contracted with the educating LEA to educate a charter school student. |
| 225 | Gender Identity | X – Gender Non-binary or Gender Not Listed |
| 226 | PASA Testing Agency AUN | 9-digit AUN |

Special Education Snapshot

Empty placeholder fields are not included in this list –
Reminder: The layout of the record must follow the 80 fields for Special Education Snapshot

See PIMS Manual for more detailed descriptions.

Special Ed Snapshot

| Field No. | Field Name | Valid Values |
|-----------|--------------------------------|---|
| 1 | Submitting AUN | 9-digit code |
| 2 | School Number | 4-digit code |
| 3 | School Year Date | 10 characters, ISO format (YYYY-MM-DD) |
| 5 | PASECUREID | 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 | Noneducational Agency Placement | Y or N |
| 34 | Date Exited Special Education | 10 characters, ISO format (YYYY-MM-DD). Must be blank or after 12/1/2025 unless the student is 22 years old |
| 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> <ul style="list-style-type: none"> 01 - Approved Private School (Non Residential) 02 - Approved Private School (Residential) 05 - Public Separate Facility (Residential) 06 - Other Private Separate Facility (Residential) 09 - Hospital/Home Bound 12 - Public Separate Facility (Non Residential) 14 - Out of State Facility 15 - Instruction in the Home 16 - Other Private Separate Facility (Non Residential) 18 - Correctional Facility |
| 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 after 12/1/2025 or the student is 22 years old on 12/1/2025</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 after 12/1/2025 Must be blank if Date Exited Special Education (field 34) is blank</p> |
| 53 | LEP Status | Y or N. Is the student currently identified as an EL? |
| 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 (Comp Int Paid Work Exp) | <p>One character, text format. DEFINITION: Did the student participate in a competitive integrated paid work experience? If Transition IEP Status Code (field 45) =Y, then cannot be blank.</p> |
| 74 | Trans IEP (Job Coaching) | <p>One character, text format. DEFINITION: Did the student participate in individual job coaching services funded by the school in a paid work experience? If Transition IEP Status Code (field 45) =Y, then cannot be blank.</p> |
| 75 | Trans IEP (Comp Int Emp Goal) | <p>One character, text format. DEFINITION: Does the student have an outcome goal of competitive integrated employment? If Transition IEP Status Code (field 45) =Y, then cannot be blank.</p> |

Special Ed Snapshot

| Field No. | Field Name | Valid Values |
|-----------|--------------------------|--|
| 76 | Trans IEP (Comp Int Emp) | One character, text format. DEFINITION: Upon exiting high school, was the student employed in a competitive integrated setting? If Transition IEP Status Code (field 45) =Y, then cannot be blank. |
| 80 | Race/Ethnicity | 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 |