

October 1 Data Collection Do's & Don'ts

DO:	DON'T:
<p>Include students who reside in and attend a school within your PEA.</p> <p>Include students who reside in your PEA and attend:</p> <ul style="list-style-type: none"> • Other PEAs (not through open enrollment) • Approved private day schools • Approved private residential treatment centers (RTCs) • Arizona School for the Deaf and Blind (ASDB) • Accommodation districts acting as a public consortium • Head Start programs • Private/parochial schools within your district boundaries and receive services on an ISP (Individual Service Plan) • School at home (homeschooled) within your district boundaries and receive services on an ISP <p><i>If the October 1 child count date falls on a Saturday, Sunday, or other non-session day (such as fall break):</i></p> <p>Include students who were enrolled on the last day school was in session before October 1 as long as they are known to have continued in special education on the first day school was in session following October 1 (whether it be your school in your PEA or another PEA). The PEA that should count the student is the PEA the student was enrolled in prior to October 1.</p> <p>Include students who are participating in special education but are not physically present on October 1</p> <p>Include students with an expired IEP or evaluation (does not apply to students on an initial IEP) <i>if they are receiving services</i> Include students enrolled or withdrawn from special education on October 1</p> <p>Include students who attend your district and reside in a transporting district or state institution/station Check birthdates!</p> <p>Include ALL students (including general education) in parentally placed student count</p>	<p>Count students more than once regardless of how many disabilities they have.</p> <ul style="list-style-type: none"> • Include students who attend Arizona State Hospital (ASH) • Include students tuitioned-in¹ to your PEA • Include 2-year-olds or 22-year-olds • Report the special education verification count from AzEDS (use SIS; student roster; or some other manual collection method you can control) • Include preschoolers in the parentally placed student count • Include students exclusively on a 504 plan

¹ Tuitioned-in students are counted by the responsible PEA that pays tuition for the student's services.