

MEMORANDUM

TO: District Superintendents
District Finance Officers
District Technology Directors
District PowerSchool Coordinators

FROM: Joshua R. Byers
District Financial Services Manager, Office of Finance

DATE: October 14, 2025

RE: 45-Day Data Verification

The 45-day membership collection will **open on October 21, 2025**, and **close November 7, 2025**. The links provided below will update daily at 12:30 p.m. and reflect the data published by the district from PowerSchool to Ed-Fi before 8:00 p.m. the prior day. You may submit revised data during the collection period and retrieve updated reports.

[Student Data Membership Counts](#)

[Student Data Accountability Counts](#)

The selection process for your individual school and district reports requires the following steps in this order. Both report types above default to Fiscal Year 2025-26 and Report Cycle 45-day:

1. Report Options – Choose “School”
2. District – Check your district box
3. School – Choose “Select All” – your district totals will also appear in this selection of reports at the end.

Use PowerSchool funding reports, as outlined in the updated [Step by Step Guide for Funding Reports in PowerSchool](#), to compare data published to Ed-Fi. This ensures that the information entered in PowerSchool aligns with Ed-Fi and matches the figures reflected

in the Financial Portal. At the end of the collection window, the Student Data Membership Counts and Student Data Accountability Counts pages (linked above) will serve as the official sources for determining district funding. The CFO is required to certify the district's 45th-day funding data by **November 7, 2025**, using the [FY26 45-Day Data Verification link](#).

A few notes of importance:

- Pupils in Poverty will be identified using the definition as stated in Proviso 1.3. PIP uses data elements from the following sources: District Child Nutrition Application, Socioeconomic Indicator, and PowerSchool Data Entry. Please ensure your district has uploaded the SEI file prior to running the Add-On Weightings Update and creating the extract.
- Import the updated Academic Assistance file into PowerSchool, then run the Add-On Weightings Update/SC24, and Publish All on Student Enrollments in the Ed-Fi dashboard. This file for Add-On Weightings contains the most recent assessment results for students enrolled in each district and has been distributed to PowerSchool District Coordinators.
- Students in grades 9-12 enrolled in an approved CTE course are eligible for Career and Technology Education weighting.
- For the current fiscal year, the required two-hundred fifty minutes of specialized instruction a student is required to receive to qualify for the special education weighting in the State Aid to Classrooms is waived. A special education weighting may be applied for any public-school child with an Individualized Education Program in effect, regardless of the number of minutes of instruction. (Proviso 1.62)
- Students identified in the special education categories of Profoundly Mentally Handicapped (PMD), Developmentally Delayed (DD), Other Health Impaired (OHI), and Traumatic Brain Injury (TBI) shall continue to be coded in the most descriptive category and NOT the category in which it will roll up into for the weighting. The SCDE Financial Portal will combine the number of days with the correct classification.
- District PowerSchool and IT leaders are provided more granular information surrounding PowerSchool coding, checking funding data sent via Ed-Fi, and troubleshooting steps. For support with these items, please contact powerschool@ed.sc.gov.

If you have any questions, please email Joshua Byers at jrbymers@ed.sc.gov.