# Troubleshooting Graduation Reports

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# Overview

- Graduation Reports
  - Generated using EMIS data reported by traditional districts, JVSDs, community schools, and STEM schools
  - Used to verify students have met graduation requirements as expected
  - Available to LEAs who report graduates through the Graduate Collection
- This presentation will focus on troubleshooting the reports to verify graduation data

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# Outline

- Grad Cohort Reports
- Grad Issues Report
- Graduation Requirements
- Graduation Cohort Pathway Reports – VLOOKUP
- Graduation Cohort Pathway Reports
- Graduation Gen Issues Reports

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# Grad Cohort Reports

# Graduation Cohort Reports

- Level 2 Reports in FY19 Graduate Collection
- Reflect the status of students who have been assigned to a specific graduation cohort for graduation rate purposes
- Contain student graduate data that should be verified for accuracy and completeness
- Contain numerator and denominator data of the graduation rate for that cohort
- Contain flags to indicate passage of graduation pathways

## Graduation Rates and the LRC

- 2019 four year and 2018 five year graduation rates will appear on the 19-20 Local Report Card (LRC)
  - 2019 four year graduation rate uses a denominator of students for which the district is accountable and a numerator of on time graduates
  - 2018 five year graduation rate uses a denominator of students for which the district is accountable and a numerator of four year on time graduates plus students who graduated within five years

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## Graduate Collection Level 2 Reports

- For LEAs Reporting Graduates
  - (GRAD-419) 2019 - Grad Cohort - 4th Year Status
  - (GRAD-420) 2020 - Grad Cohort - 3rd Year Status
  - (GRAD-421) 2021 - Grad Cohort - 2nd Year Status
  - (GRAD-422) 2022 - Grad Cohort - 1st Year Status
  - (GRAD-518) 2018 - Grad Cohort - 5th Year Status
- For Dropout Prevention and Recovery (DORP) Schools Only
  - (GRAD-617) 2017 - Grad Cohort - 6th Year Status
  - (GRAD-716) 2016 - Grad Cohort - 7th Year Status
  - (GRAD-815) 2015 - Grad Cohort - 8th Year Status

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# Graduate Collection Level 2 Link

From the Data Collector Graduate Collection (FY19) select the Level 2 Reports link



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# Level 2 Reports



While all reports should be reviewed, we are going to focus on 2019 Grad Cohort – 4th Year Status for this session

Select "Show Reports"

DORP Schools will also see 6th, 7th, and 8th Year cohort reports

# Prepare the Report

- Open (GRAD-419) 2019 - Grad Cohort – 4th Year Status Report
- Prepare your report for analysis
    - Select header row and wrap text
    - Freeze top row
    - Justify column width
    - Apply filters
    - Better yet, use your macro!

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# Grad Cohort Report Columns

Columns "A" through "I" contain SSIDs and student names

- "Not Available" in the name columns indicate a student that the district is accountable for, not currently reporting to EMIS such as a STEM District student

| | A | B | C | D | E | F | G | H | I |
|---|---|---|---|---|---|---|---|---|---|
| 1 | RPT DEST IRN | ERR SEV CODE | SSID | EmisID | Last Name | First Name | Middle Name | REC TYPE CODE | REC TYPE DESCR |
| 2 | 040404 | I | IS6440464 | 123456789 | ALAN | TIMOTHY | ANDREW | GRAD-419 | 4YR 2019 Grad Cohort |
| 3 | 040404 | I | SW2804426 | 123456790 | ALAN | SARA | MARILYN | GRAD-419 | 4YR 2019 Grad Cohort |
| 4 | 040404 | I | PJ4008264 | 123456791 | ALAN | LUCY | ANNA-LISA | | |
| 5 | 040404 | I | OJ2266806 | 123456792 | ALAN | HAYLEN | ANNE | | |
| 6 | 040404 | I | OI2246082 | 123456793 | ALAN | KATIE | ELIZABETH | GRAD-419 | 4YR 2019 Grad Cohort |
| 7 | 040404 | I | PO0266048 | 123456794 | ALAN | KYLE | ALEXANDER | GRAD-419 | 4YR 2019 Grad Cohort |

**All Error Severity Codes are currently Informational**

**Columns H and I contain the name of the report**

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6

# Grad Cohort Report Columns, cont'd

Columns "J" through "S" contain Result Codes, IRNs, graduation rate denominator and numerator values, as well as the year the student was reported

**Reported year values can aid in searching for students in ODDEX**

**LEA accountable for this student**

| J | K | L | M | N | O | P | Q | R | S |
|---|---|---|---|---|---|---|---|---|---|
| RESULT CODE | RESULT CODE DESCR | ACNTBL LEA IRN | SRC LEA IRN | ACNTBL ORG IRN | SRC ATNDNG ORG IRN | COHORT YEAR | DENOM FLAG | NUMER FLAG | RPTD YEAR |
| GR0000 | Student accountable in this LEA | 040404 | 040404 | 005050 | 005050 | 2019 | Y | Y | 2019 |
| GR0000 | S | 040404 | 040404 | 005050 | 005050 | 2019 | Y | Y | 2019 |
| GR0000 | Student accountable in this LEA | 040404 | 040404 | 005050 | 005050 | 2019 | Y | Y | 2019 |
| GR0000 | Student accountable in this LEA | 040404 | 040404 | 005050 | 005050 | 2019 | Y | Y | 2019 |
| GR0000 | Student accountable in this L | | | | | 2019 | Y | Y | 2019 |
| GR0000 | Student accountable in this L | | | | | 2019 | Y | Y | 2019 |

**LEA whose data is being used**

**Numerator Y's divided by Denominator Y's will produce the graduation rate**

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13

# Grad Cohort Report Columns, cont'd

Columns "T" through "AC" contain enrollment and withdrawal dates, withdrawal codes, along with demographic and Student Attribute - Date Effective Record (FD) values

| T | U | V | W | X | Y | Z | AA | AB | AC |
|---|---|---|---|---|---|---|---|---|---|
| | | | STATE EQUIV | SUMTV | **New columns for FY19** | | | | |
| | | WTHD REASON CODE | GRADE LEVEL CODE | RACE ETHNC CODE | DISAB CNDTN FLAG | DISADV FLAG | LEP FLAG | FOSTER FLAG | HMLESS FLAG |
| ENRL DATE | WTHD DATE | | | | | | | | |
| 2018-08-15 00:00:00.0 | 2019-06-30 00:00:00.0 | 99 | 12 | W | Y | N | N | N | N |
| 2018-08-15 00:00:00.0 | 2019-06-30 00:00:00.0 | 99 | 12 | W | Y | Y | Y | N | N |
| 2018-08-15 00:00:00.0 | 2019-06-30 00:00:00.0 | 99 | 12 | W | N | N | N | N | N |
| 2018-08-15 00:00:00.0 | 2019-06-30 00:00:00.0 | 99 | 12 | W | Y | N | N | N | N |
| 2018-08-15 00:00:00.0 | 2019-06-30 00:00:00.0 | 99 | 12 | W | N | N | N | N | N |
| 2018-08-15 00:00:00.0 | 2019-06-30 00:00:00.0 | 99 | 12 | M | N | N | N | N | N |

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14

# Grad Cohort Report Columns, cont'd

Columns "AD" through "AP contain pathways/requirements met data as well as cohort placement, enrollment after diploma reported, diploma, SSID changes, and withdrawal overrides

| AD | AE | AF | AG | AH | AI | AJ | AK | AL | AM | AN | AO | AP |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| EOC PTHWY FLAG | ACT SAT PTHWY FLAG | WORK KEYS INDST CRED FLAG | FY18 AND FY19 ADTNL GEN | FY18 AND FY19 ADTNL CTE | ADD COHORT BY GRAD EVENT CODE | ENRL AFTER DIPLOMA RPTD FLAG | DIPLOMA TYPE CODE | DIPLOMA RECEIV DATE | SSID CHANGE OR DEACTIV ATE FLAG | OVERID FLAG | MET BY ALT ASESMN T FLAG | MET BY IEP EXMPT FLAG |
| N | N | N | N | N | GRDIN | N | 1 | 2019-05-25 00:00:00.0 | N | N | N | Y |
| N | N | N | N | N | GRDIN | N | 1 | 2019-05-25 00:00:00.0 | N | N | N | Y |
| Y | N | N | N | N | GRDIN | N | 1 | 2019-05 | | | | |
| N | N | N | N | N | GRDIN | N | 1 | 2019-05 | | | | |

**Cohort placement**
**GRDIN –based on grade level**
**FYB9G –based on fiscal year began ninth grade**

**Note that students with a "Y" in this column will not appear on the Pathway reports**

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15

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# Where Students Count for Graduation

In the next series of slides we will filter on each result code and discuss each situation

- Currently there are four result codes which indicate where the student will count for accountability measures
  - Count in a district
  - Count in a different district
  - Count at the state level
  - Not count in any district or at the state level
- We will show how the student looks in ODDEX as we look at each result code

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16

# Result Codes and the Graduation Rate

Count in this LEA's graduation rate
- GR0000 Student accountable in this LEA
- Students the LEA is educating and or responsible for educating
- Students who are sent to a Special Education Coop
  - Sent to SE
- Students attending a STEM district or STEM building
  - Count at both the educating entity and the district of residence
- Denominator Flag is set to Y for these students

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# Result Codes and the Graduation Rate, cont'd

Do not count in this LEA's Graduation Rate
- GR9997 Student accountability moved to another LEA
  - 41 Transferred to Another Ohio School District
  - Could be other withdrawal code or blank
- GR9998 Student accountable in State rate but not LEA
  - How Received P, Q, or T
- GR9999 Student has exited Ohio rate
  - 40 Transferred to Another School District Outside of Ohio
  - 42 Transferred to a Private School
  - 43 Transferred to Home Schooling
  - 46 Transferred out of the United States
  - 52 Death
- Denominator Flag is set to N for these students

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# Student Accountability Moved to Another LEA

Filter on Result Code GR9997

- 41 Transferred to Another Ohio School District
- Could be other withdrawal code or blank

**Segment of Grad Cohort Report**

| | I | J | K | L | M | N | O | P | Q | R | S | T | U | V |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | RESULT | | ACNTBL | SRC LEA | ACNTBL | SRC ATNDNG | COHORT | DENOM | NUMER | RPTD | | | WTHD REASON |
| 1 | REC TYPE DESCR | CODE | RESULT CODE DESCR | LEA IR | IRN | ORG IF | ORG IR | YEAR | FLAG | FLAG | YEA | ENRL DATE | WTHD DATE | CODE |
| 694 | 4YR 2019 Grad Cohort | GR9997 | Student accountability moved to another LEA | | 050505 | | 001111 | 2019 | | | 2019 | 2018-08-20 00:00:00.0 | 2019-02-04 00:00:00.0 | 41 |

**Section of ODDEX Grad Cohort**

| Event Date | Event Code | Key Event Data | Accountable LEA | Accountable Building | Data Source LEA | Data Source FY | Data Source Collection | Override Related |
|---|---|---|---|---|---|---|---|---|
| 02/06/2019 | ENROL - Enrollment/Bldg Change | * | | | 050505 | 2019 | 2019S3TRD | N |
| 02/04/2019 | WTHSY - School Year Wthdraw | 41 | | | 040404 | 2019 | 2019S3TRD | N |

**New LEA IRN will appear here**

**The withdrawing district will see the enrollment in to the new LEA but will not see the cohort placement in ODDEX**

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# Student Accountable in State Rate but not LEA

Filter on Result Code GR9998

- Example of a student reported with a How Received of "P"

**Segment of Grad Cohort Report**

| | J | K | L | M | N | O | P | Q | R | S | T | U |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | RESULT | | ACNTBL | SRC LEA | ACNTBL | SRC ATNDNG | COHORT | DENOM | NUMER | RPTD | | |
| 1 | CODE | RESULT CODE DESCR | LEA IR | IRN | ORG IF | ORG IR | YEAR | FLAG | FLAG | YEA | ENRL DATE | WTHD DATE |
| 312 | GR9998 | Student accountable in State rate but not LEA | ****** | 40404 | ****** | 40404 | 2019 | N | N | 2019 | 2019-05-13 00:00:00.0 | |

**Section of ODDEX Grad Cohort**

| Event Date | Event Code | Key Event Data | Accountable LEA | Accountable Building | Data Source LEA | Data Source FY | Data Source Collection | Override Related |
|---|---|---|---|---|---|---|---|---|
| 06/30/2019 | ACNT4 - Accountable - 4 Year Cohort | 2019 | ****** | ****** | 040404 | 2019 | 2019S3TRD | N |
| 06/30/2019 | SPALT - Met testing req. via Alt Assessment | Y | | | | | 2019G0000 | N |
| 05/13/2019 | ENROL - Enrollment/Bldg Change | | | | | | 2019S3TRD | N |
| 05/13/2019 | STSOT - Status Change - Out of Acnt LEA | P | | | | | 2019S3TRD | N |

**Student accountable IRN is ****** and is not included in the graduation rate (N/N)**

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20

# Student has Exited Ohio Rate

## Filter on Result Code GR9999

- Example of a student withdrawn out of state – withdrawal code 40

**Segment of Grad Cohort Report**

| | J | K | L | M | N | O | P | Q | R | S | T | U | V |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | RESULT CODE | RESULT CODE DESCR | ACNTBL LEA IRN | SRC LEA IRN | ACNTBL ORG IRN | SRC ATNDNG ORG IRN | COHORT YEAR | DENOM FLAG | NUMER FLAG | RPTD YEAR | ENRL DATE | WTHD DATE | WTHD REASON CODE |
| 51 | GR9999 | Student has exited Ohio rate | 999999 | 040404 | | 005050 | 2019 | N | | N | 2018 2017-08-16 00:00:00.0 | 2018-07-01 00:00:00.0 | 40 |

**Section of ODDEX Grad Cohort**

| Event Date | Event Code | Key Event Data | Accountable LEA | Accountable Building | Data Source LEA | Data Source FY | Data Source Collection | Override Related |
|---|---|---|---|---|---|---|---|---|
| 06/30/2019 | ACNT4 - Accountable - 4 Year Cohort | 2019 | 999999 | 999999 | 040404 | 2019 | 2018S3TRD | N |
| 07/01/2018 | WTHSM - Summer Withdraw | 40 | | | 040404 | 2019 | 2019S3TRD | N |
| 06/30/2018 | ACNT4 - Accountable - 4 Year Cohort | 2019 | 040404 | 005050 | 040404 | 2018 | 2018S3TRD | N |

**Student's Accountable IRN is 999999 and is not included in the graduation rate (N/N)**

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21

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# Student Accountable in This LEA

**2. From the Data tab, select Sort**

**1. Filter on Result Code GR0000**

| | J | K | L | M | N | O | P | Q | R |
|---|---|---|---|---|---|---|---|---|---|
| | RESULT CODE | RESULT CODE DESCR | ACNTBL LEA IRN | SRC LEA IRN | ACNTBL ORG IRN | SRC ATNDNG ORG IRN | COHORT YEAR | DENOM FLAG | NUMER FLAG |
| hort | GR0000 | Student accountable in this LEA | 040404 | 111111 | 111111 | 111111 | 2018 | Y | Y |
| hort | GR0000 | Student accountable in this LEA | 040404 | 111111 | 111111 | 111111 | 2018 | Y | Y |

Sort dialog: Sort by NUMER FLAG, Sort On Values, Order A to Z

**3. Sort by "Numerator Flag" and leave the "Order" as A to Z then click "OK"**

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# Student Accountable in This LEA, cont'd

Denominator = Y and Numerator = N

- Not Withdrawn/Non Graduate
- These students not reported as graduates, verify data accuracy

**Columns W through AJ hidden in this screenshot**

| J | K | L | M | N | O | P | Q | R | S | T | U | V | AK | AL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| RESULT CODE | RESULT CODE DESCR | ACNTBL LEA IR | SRC LEA IRN | ACNTBL ORG IF | SRC ATNDNG ORG IF | COHORT YEAR | DENOM FLAG | NUMER FLAG | RPTD YEA | ENRL DATE | WTHD DATE | | WTHD REASON CODE | DIPLOM A TYPE CODE | DIPLOMA RECEIV DATE |
| GR0000 | Student accountable in this LEA | 040404 | 040404 | 005050 | 005050 | 2019 | Y | N | 2019 | 2019-01-09 00:00:00.0 | | | | | |
| GR0000 | Student accountable in this LEA | 040404 | 040404 | 005050 | 005050 | 2019 | Y | N | 2019 | 2018-08-15 00:00:00.0 | | | | | |
| GR0000 | Student accountable in this LEA | 040404 | 040404 | 005050 | 005050 | 2019 | Y | N | 2019 | 2018-08-15 00:00:00.0 | | | | | |

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23

# Student Accountable in This LEA, cont'd

Denominator = Y and Numerator = N

- Withdrawn with a 48 or 7# code/Non Graduate
- These students were reported as dropouts, verify data accuracy

| RESULT CODE | RESULT CODE DESCR | ACNTBL LEA IF | SRC LEA IRN | ACNTBL ORG IF | SRC ATNDNG ORG IR | COHORT YEAR | DENOM FLAG | NUMER FLAG | RPTD YEA | ENRL DATE | WTHD DATE | WTHD REASON CODE |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| GR0000 | Student accountable in this LEA | 040404 | 040404 | 005050 | 005050 | 2019 | Y | N | 2019 | 2018-11-09 00:00:00.0 | 2019-06-30 00:00:00.0 | 73 |
| GR0000 | Student accountable in this LEA | 040404 | 040404 | 005050 | 005050 | 2019 | Y | N | 2017 | 2016-08-25 00:00:00.0 | 2017-01-12 00:00:00.0 | 71 |

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24

# Student Accountable in This LEA, cont'd

Denominator = Y and Numerator = N

- Re-enroll after withdrawal (Could be any withdrawal code)
- Enrollment date is after withdrawal date
- No withdrawal of 99 or diploma reported
- Reenrolled student did not graduate on time, verify data for accuracy

| RESULT CODE | RESULT CODE DESCR | ACNTBL LEA IRN | SRC LEA IRN | ACNTBL ORG IRN | SRC ATNDNG ORG IRN | COHORT YEAR | DENOM FLAG | NUMER FLAG | RPTD YEAR | ENRL DATE | WTHD DATE | WTHD REASON CODE |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| GR0000 | Student accountable in this LEA | 040404 | 040404 | 005050 | 005050 | 2019 | Y | N | 2019 | 2018-08-15 00:00:00.0 | 2016-05-18 00:00:00.0 | 40 |

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25

# Student Accountable in This LEA, cont'd

Denominator = Y and Numerator = N (withdrawal date after enroll date)

- Withdrawn with a 41 but did not enroll elsewhere with the same SSID
- Did the student actually withdraw with a code that would have removed them from the cohort? (40, 42, 43, or 46?) If yes and documented, report a Withdraw Override Record (FC) in 19G
- Did the student enroll at another district with a different SSID? See upcoming slide to deactivate and link your SSID
- Did the student fail to enroll anywhere after withdrawing? Leave as is.

| RESULT CODE | RESULT CODE DESCR | ACNTBL LEA IRN | SRC LEA IRN | ACNTBL ORG IRN | SRC ATNDNG ORG IRN | COHORT YEAR | DENOM FLAG | NUMER FLAG | RPTD YEAR | ENRL DATE | WTHD DATE | WTHD REASON CODE |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| GR0000 | Student accountable in this LEA | 040404 | 040404 | 005050 | 005050 | 2019 | Y | N | 2019 | 2018-08-15 00:00:00.0 | 2019-06-30 00:00:00.0 | 41 |

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26

13

# Withdrawal Override (FC) Record

Student reported as withdrawn to another district but remains in the withdrawing district's cohort

- SSIDs whose withdrawal was reported with an incorrect date or reason in a prior school year, and SSIDs for whom the EMIS reporting entity has received new information since the withdrawal was reported which indicates that the withdrawal reason should be updated in order for the student to properly count within the longitudinal graduation rate
- Report a Student Withdrawal Override (FC) Record in 19G to report a correct withdrawal code
- Retain documentation to support this change

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# SSIDs and the Graduation Rate

- When a student moves from one LEA to another, the subsequent LEA must report the student with the same SSID as the prior district

- When a different SSID is reported by the subsequent LEA, the student will appear in both LEA graduation rates as he or she appears to be two different students

- If the prior district discovers that the withdrawn student remains in their graduation rate after their ability to report the student to EMIS has closed, they should delete (aka deactivate) their SSID on the SSID website and link it to the SSID being reported by the subsequent educating district

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# Student Accountable in This LEA, cont'd

Denominator = Y and Numerator = Y (Filter on Numerator = Y)
- Withdrawn 99 and Diploma Reported
- Are all graduates listed? Did these students actually graduate?

| RESULT CODE | RESULT CODE DESCR | ACNTBL LEA IRN | SRC LEA IRN | ACNTBL ORG IR | SRC ATNDNG ORG IR | COHORT YEAR | DENOM FLAG | NUMER FLAG | RPTD YEA | ENRL DATE | WTHD DATE |
|---|---|---|---|---|---|---|---|---|---|---|---|
| GR0000 | Student accountable in this LEA | 040404 | 040404 | 005050 | 005050 | 2019 | Y | Y | 2019 | 2018-08-15 00:00:00.0 | 2019-06-30 00:00:00.0 |
| GR0000 | Student accountable in this LEA | 040404 | 040404 | 005050 | 005050 | 2019 | Y | Y | 2019 | 2018-08-15 00:00:00.0 | 2019-06-30 00:00:00.0 |
| GR0000 | Student accountable in this LEA | 040404 | 040404 | 005050 | 005050 | 2019 | Y | Y | 2019 | 2018-08-15 00:00:00.0 | 2019-06-30 00:00:00.0 |
| GR0000 | Student accountable in this LEA | 040404 | 040404 | 005050 | 005050 | 2019 | Y | Y | 2019 | 2018-08-15 00:00:00.0 | 2019-06-30 00:00:00.0 |
| GR0000 | Student accountable in this LEA | 040404 | 040404 | 005050 | 005050 | 2019 | Y | Y | 2019 | 2018-08-15 00:00:00.0 | 2019-06-30 00:00:00.0 |
| GR0000 | Student accountable in this LEA | 040404 | 040404 | 005050 | 005050 | 2019 | Y | Y | 2019 | 2018-08-15 00:00:00.0 | 2019-06-30 00:00:00.0 |
| GR0000 | Student accountable in this LEA | 040404 | 040404 | 005050 | 005050 | 2019 | Y | Y | 2019 | 2018-08-15 00:00:00.0 | 2018-12-21 00:00:00.0 |

**IMPORTANT! Before proceeding to the next slide, clear the Numerator Flag**

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29

# Calculate the Graduation Rate



Select all Y's in Denominator Flag Column

Denominator is 678

Select all Y's in Numerator Flag Column

Divide the numerator by the denominator 649/678 = 0.957227 95.7%

Numerator is 649

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30

## Quick Check

Graduation Cohort Reports allow districts to verify cohort members and to calculate their graduation rate for current cohort and future cohorts. These reports should be reviewed carefully to verify that all students are counting correctly.

- Are the students counting in your graduation rate correctly?
- Are you able to calculate your graduation rate?
- Have you reported Withdrawal Override (FC) Records as needed?

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# Grad Issues Report

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# Grad Issues Report

- Level 2 Report in the Graduate Collection
- Contains Result Codes that identify specific situations that should be reviewed
- Includes students from any current cohort report
  - 4 year 2019 and 5 year 2018 cohorts
  - DORP schools - 6 year 2017, 7 year 2016, and 8 year 2015
- In the next series of slides, we will open and prepare the Grad Issues report and discuss each result code

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# Graduate Collection Level 2 Link

From the Data Collector Graduate Collection (FY19) select the Level 2 Reports link

**Graduation Collection (FY19)**
FY19-G-Graduate: The FY19 Graduation (G) reporting period captures data related to graduating students. This data will include diploma information and... ⓘ

| | |
|---|---|
| **Submissions:** May 03, 2019 - October 18, 2019 (64 days till close) | |
| **Version:** 2 | **From ODE:** Level 2 Reports |
| **Status:** The collection was submitted July 09, 2019 at 01:50:26 PM by | |
| **Submission Status:** Processing Completed (July 09, 2019 at 01:50:03 PM) | |
| **Submission Number:** 7 (attempt 1) | |
| **Actions:** Start Collection | **Prepare Outputs:** View submission 7 Data |
| Add New Scheduled Collection | |
| Set Default Collection properties | |

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34

17

# Level 2 Reports



**Select "Show Reports"**

**Open the Grad Issues Report**

35

# Prepare the Report

- Prepare your report for analysis
  - Select header row and wrap text
  - Freeze top row
  - Justify column width
  - Apply filters
  - Better yet, use your macro!

36

# Filter by Result Code

Filter on result code GR1001
- Enrolled after diploma year (Fatal)
  - Verify diploma date reported in 19G
  - Verify enrollment in 20S
  - Will be generated once the student is reported in the FY20 school year
  - Graduating district would see this if re-reporting the student in FY20 after they were reported as a graduate
  - Graduating district would also see this if student enrolls in a different district after being reported as a graduate

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37

# Filter by Result Code, cont'd

Filter on result code GR2001
- Withdrawal 99 with no diploma date/type reported (Critical)
  - Confirm accuracy of withdrawal reported
  - Does a diploma date/type need to be reported?
  - If 99 reported in prior year in error then ignore

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38

# Filter by Result Code, cont'd

Filter on result code GR2002

- No GC records reported for the student (Critical)
  - Verify Student Graduation - Core Summary GC Records
    - Preview/Submission files in Graduate Collection
  - Could be received by an accountable district, such as the resident district of a STEM district student, or the resident district of a special education cooperative student
  - Verify that the educating district is reporting GC records

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# Filter by Result Code, cont'd

Filter on result code GR3002

- Student does not meet pathway (Warning)
  - Review Pathway Reports in Received Files
  - Is EMIS data being reported correctly and completely as it pertains to the student's pathway?
  - Students could generate this result code which can be ignored if the student did actually meet a pathway
    - Students reported as alternately assessed will not appear on pathway reports
    - Transfer students (SNR = Y EOC records) Pathway Reports are not updated nightly
  - Changes to EMIS data reported via the Graduate Collection will not be included in Graduation Pathway reports until they are regenerated

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# Filter by Result Code, cont'd

- Filter on result code GR3003
  - Withdrawal date after diploma date (Warning)
    - Verify accuracy of withdrawal date and diploma date
    - This check is not active as of (8/28/2019)
- Filter on result code GR4002
  - Diploma not issued by accountable district (Severity Code?)
    - This check is not active as of (8/28/2019)

# Filter by Result Code, cont'd

Filter on result code GR4001

- Diploma reported but no 99 withdrawal code reported (Informational)
  - The following are from the perspective that End of Year Student Collection (FY19) is closed and Beginning of Year Student Collection (FY20) or SOES Beginning of Year Student Collection (FY20) are open
  - If student was not reported as withdrawn with a 99 in 19S, report an FC Record in 20S
    - FC records cannot be used to report a withdrawal code of 99 in the Graduate Collection
  - If the student is a summer graduate, report the student as withdrawn as a graduate in 20S
  - FY20 summer withdrawals reported via FC, FL, or FS are not picked up for the FY19 Grad Reports

## Quick Check

The Grad Issues report provides checks that can be used to verify graduation data. The report should be reviewed often as it is updated nightly and could change based on another LEAs reporting.

- Are you able to locate, open, and prepare your report?
- Have you investigated each student on the report to verify data accuracy?
- Are you saving your work between report reviews?

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43

# Graduation Requirements

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# Class of 2019 Graduation Requirements

Entered grade 9 between July 1, 2015 and June 30, 2016
- Earn credits in specific subjects
- Meet Other Requirements
- Meet Pathway(s)
- Additional information
  - http://education.ohio.gov/Topics/Ohio-s-Graduation-Requirements/Earning-an-Ohio-High-School-Diploma-for-the-Class

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45

# Complete Courses

Students must meet state minimum requirement of 20 credits*
- Districts may require more credits to graduate

| Courses | Credits |
|---|---|
| English Language Arts | 4 |
| Health | 1/2 |
| Mathematics | 4 |
| Physical Education | 1/2 |
| Science | 3 |
| Social Studies | 3 |
| Electives | 5 |

*This is not a complete list of course/credit options. LEAs should consult the ODE website for additional information

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46

# Other Requirements

- Student Attribute – No Date Record (FN)
  - CORE Economics and Financial Literacy Requirement Met (FN240)
  - CORE Fine Arts Requirement Met (FN250)
  - Exempted from Physical Education Graduation Requirement (FN260)
- Report as Yes or No
- Experiences completed by a student to meet these requirements may or may not be for graduation credit and may or may not be reported via the Student Graduation – Core Summary Record (GC)

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47

# Other Requirements, cont'd

- CORE Economics and Financial Literacy Requirement Met (FN240)
  - Indicates if a student has met the CORE Economics and Financial Literacy Requirement
- CORE Fine Arts Requirement Met (FN250)
  - Indicates if a student has met the two semester CORE Fine Arts Requirement
- Exempted from Physical Education Graduation Requirement
  - Indicates if the district has adopted a policy to exempt certain students from the Physical Education graduation credit requirement and if the student has met the policy's requirements

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# Other EMIS Elements

- Special Education Graduation Requirement (FE) Record
  - Report by assessment area in which the student has been granted an exemption for graduation as indicated on the student's IEP
- Fiscal Year that Student Began Ninth Grade (FN110)
- CORE Graduation Requirement Exemption Code (FN300)
  - Report the Ohio CORE exemption status of the student
- OGT Graduation Alternative (FN120)
- Military Compact Graduation Alternative (FN310)

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49

# Other EMIS Elements, cont'd

Program (GQ) Record
- 510001 – Ohio Means Jobs Readiness Seal
- 60#### - Seal of Biliteracy
- 520001 Graduation Pathway Option 1 (non-CTE focus)
- 520002 Graduation Pathway Option 2 (CTE focus)

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50

# Pathways for the Class of 2019

- Must meet all requirements for at least one of the following pathways
  - Ohio's State Tests
  - Industry-Recognized credential and score on workforce readiness test
  - College and career readiness tests
  - Class of 2019 has two additional pathways
    - Option 1 non-CTE focus
    - Option 2 CTE focus

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51

# Ohio's State Tests Pathway

- Must earn at least 18 points on End of Course (EOC) exams or approved substitute tests with a minimum of
  - 4 points on English tests
  - 4 points on Math tests
  - 6 points across Science and Social Studies tests
- 7 EOC exams
  - Can earn between 1 and 5 points on each test
  - May earn points through approved substitute tests
  - Students with disabilities may earn graduation points based on attempts and graduation exemptions

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52

## Ohio's State Tests Pathway, cont'd

EOC test crosswalk from performance level to graduation points can be found here

- http://education.ohio.gov/Topics/Ohio-s-Graduation-Requirements/18-Points-on-State-Tests

| PERFORMANCE LEVEL | GRADUATION POINTS |
|---|---|
| Advanced | 5 |
| Accelerated | 4 |
| Proficient | 3 |
| Basic | 2 |
| Limited | 1 |

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53

## Ohio's State Tests Pathway Substitute Tests

Substitute tests

- Graduation points earned for course grades prior to July 1, 2015
  - Enter an EOC Exam with a Score Not Reported reason of "W"
  - Report score value of the number of graduation points earned
- College Credit Plus (CCP) Courses
  - Enter an EOC Exam with a Score Not Reported reason of "X"
  - Report score value of the number of graduation points earned
- See specific information as to timelines, subjects and graduation points for these tests at
  - http://education.ohio.gov/Topics/Ohio-s-Graduation-Requirements/18-Points-on-State-Tests

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54

## Ohio's State Tests Pathway Substitute Tests, cont'd

- Student transferred in with course already completed out of state or while being homeschooled
  - Number of required graduation points will be reduced
  - Enter an EOC Exam with a Score Not Reported reason of "Y" and score of ***
- See specific information as to timelines, subjects and graduation points for these substitute tests at
  - http://education.ohio.gov/Topics/Ohio-s-Graduation-Requirements/18-Points-on-State-Tests

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55

## More Substitute Tests

- Student received graduation credit for alternative Non-Public school EOC assessment prior to public district enrollment
  - Enter an EOC Exam with a Score Not Reported reason of "2"
  - Report score value of the number of graduation points earned
  - See specific information and graduation points for these substitute tests at http://education.ohio.gov/getattachment/Topics/Ohio-Education-Options/Private-Schools/Chartered-Nonpublic-School-Information/Determining-Graduation-Points-for-Terra-Nova-and-Iowa-Assessments.pdf.aspx

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56

## More Substitute Tests

- Approved Advanced Placement (AP) or International Baccalaureate (IB) tests
  - Report the actual AP and/or IB tests to EMIS and the graduation points will be calculated automatically based on the test scores
  - See subject and graduation point information at http://education.ohio.gov/Topics/Ohio-s-Graduation-Requirements/18-Points-on-State-Tests

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## Industry-Recognized credential and score on workforce readiness test pathway

- Must earn
  - Industry Credential or a group of credentials totaling 12 points
    - One or more credentials within the same pathway
  - AND earn a WorkKeys score of 13
  - For more information on this graduation pathway go to http://education.ohio.gov/Topics/Ohio-s-Graduation-Requirements/Industry-Recognized-Credentials-and-WorkKeys
  - For more information on CTE pathways https://education.ohio.gov/Topics/Ohio-s-Graduation-Requirements/Industry-Recognized-Credentials-and-WorkKeys/ Industry-Recognized-Credentials

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## College and Career Readiness Tests

Must earn remediation-free scores in Math and English Language Arts on the

- ACT or SAT
- Scores must come from one of the test types and cannot be a combination between the ACT and SAT
- For additional information on scores and timelines go to http://education.ohio.gov/Topics/Ohio-s-Graduation-Requirements/College-and-Career-Readiness-Test

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## Option 1 Non-CTE focus

- Report Program code 520001 – Student expected to graduate in the Class of 2019 has completed additional graduation option 1
  - Meet credit requirements
  - Take all seven EOC exams and retakes as required
  - Meet two of nine additional options
  - For a full description of the additional options refer to http://education.ohio.gov/Topics/Ohio-s-Graduation-Requirements/News/Two-additional-graduation-options-available-for-th
- Student Program Records (GQ) can now be reported in the Graduate collection

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60

## Option 2 – CTE Focus

Report Program code 520002 – Student expected to graduate in the Class of 2019 has completed additional graduation option 2

- Meet course and credit requirements
- Take all seven EOC exams
- Finish a CTE program that includes four courses in a single pathway
- Complete one
  - Earn a total score of proficient or better based on all CTE exams or test modules
  - Earn an Industry Credential(s) that equal 12 points
  - Complete a workplace experience totaling 250 hours with evidence of positive evaluations
- For a full description of this pathway, refer to http://education.ohio.gov/Topics/Ohio-s-Graduation-Requirements/News/Two-additional-graduation-options-available-for-th

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## Quick Check

The Class of 2019 have multiple ways to met graduation requirements. EMIS data will be used to determine which pathway(s) the student meets. The graduation reports will aid in determining if EMIS data has been reported correctly.

- What are your district's graduation requirements?
- Who is monitoring students' pathway progress?
- Who in your district do you work with to validate this data?

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# Graduation Cohort Pathway Reports - VLOOKUP

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63

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## FY19 Graduation Cohort Pathway Reports

Five 2019 Graduation Cohort Pathway reports are currently available as Received Files in the Data Collector
- 2019_GRAD_Cohort-EOC-Path-Req-Stat_2019XXXX.xls
    - 2019_GRAD_Cohort-EOC-Asmnt-Detail_2019XXXX.xls
    - 2019_GRAD_Cohort-Non-EOC-Pts-Detail_2019XXXX.xls
- 2019_GRAD_Cohort_SAT-ACT_Path_Req_stat_2019XXXX.xls
- 2019_GRAD_Cohort_WK-IndCred_Path_Req_stat_2019XXXX.xls

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64

# Locating the Reports

**On the Reports tab of the Data Collector, select Received Files**

**Data Feedback Reports and Files**

Pre-Submission to ODE | Post-Submission and Processing by ODE
Data Preview/Review and Level 1 Details | Highlights and Recent | Level 2 Details | Received Files Details

Received Files Details

Choose the filter criteria then click the List Files link to generate a list of received files matching these criteria.

**Use filters to narrow the search for files or use blank filters to see all received files**

**Filter Options**

| Files for LEA: | Data Set: All | Year: All |
| LEA IRN: | File name includes: Cohort | and |
| Received on or after: 08/14/2019 | and on or before: (mm/dd/yyyy) | Created on or after: | and |

**Output Option**

Group By: ● LEA ○ Data Set ○ Category ○ Short File Name ○ None     Zip File: ☐ Combine received files into a compressed .zip file

Restore Defaults | Reset Time Span textboxes | Reset File name includes textboxes | Reset LEA IRN textbox

List Files ← **Select "List Files" to view the received files**

**Click on Help to access ODE documentation**

| LEA / File | Data Set | Category | Short Name | File Size | Version | Timestamp | Help Page |
|---|---|---|---|---|---|---|---|
| 2019_GRAD_Cohort-EOC-Asmnt-Detail_20190812.xls | N/A | Graduate | Cohort-EOC-Asmnt-Detail | 546816 | 1 | 08/14/2019 10:34:10 AM | Help ... |
| 2019_GRAD_Cohort-EOC-Path-Req-Stat_20190812.xls | N/A | Graduate | Cohort-EOC-Path-Req-Stat | 216064 | 1 | 08/14/2019 10:34:10 AM | Help ... |
| 2019_GRAD_Cohort-Non-EOC-Pts-Detail_20190812.xls | N/A | Graduate | Cohort-Non-EOC-Pts-Detail | 142848 | 1 | 08/14/2019 10:34:10 AM | Help ... |
| 2019_GRAD_Cohort_SAT-ACT_Path_Req_stat_20190812.xls | N/A | Graduate | Cohort_SAT-ACT_Path_Req_stat | 238080 | 1 | 08/14/2019 10:34:11 AM | Help ... |
| 2019_GRAD_Cohort_WK-IndCred_Path_Req_stat_20190812.xls | N/A | Graduate | Cohort_WK-IndCred_Path_Req_stat | 217600 | 1 | 08/14/2019 10:34:11 AM | Help ... |

Export file information to a .csv file

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# Opening the Reports

Five Graduation Pathway files are available for the 2019 Graduation Cohort

**LEA / File**

▼ Ansonia Local (046623)

2019_GRAD_Cohort-EOC-Asmnt-Detail_20190812.xls

2019_GRAD_Cohort-EOC-Path-Req-Stat_20190812.xls

2019_GRAD_Cohort-Non-EOC-Pts-Detail_20190812.xls

2019_GRAD_Cohort_SAT-ACT_Path_Req_stat_20190812.xls

2019_GRAD_Cohort_WK-IndCred_Path_Req_stat_20190812.xls

**Select an individual report to open**

**We will begin by opening the 2019 GRAD Cohort-EOC-Path-Req-Stat**

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# Prepare the Report

- Open 2019_GRAD_Cohort-EOC-Path-Req-Stat_2019XXXX.xls

- Prepare your report for analysis
  - Select header row and wrap text
  - Freeze top row
  - Justify column width
  - Apply filters
  - Better yet, use your macro!

- Since this report does not contain names, we will demonstrate a VLOOKUP to add names

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# VLOOKUP to Add Student Names to a Report

The next series of slides will demonstrate how to use the VLOOKUP function to add names to your Pathway Reports
  - Add names to 2019_Grad_Cohort-EOC-Path-Req-Stat
    - This is the report you just opened
  - Use the (GRAD-419) 2019-Grad Cohort-4th Year Status Report as the source file since it contains SSIDs and student names
    - You should already have this report open from the first exercise where we looked at result codes and calculated the graduate rate
    - Be sure to clear filters before beginning the VLOOKUP

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68

# 2019-Grad Cohort-4th Year Status Report



The SSID column needs to be moved to the left side of the report

Select column C, right click, then select "Cut"

# Move SSID Column



(GRAD-419) 2019-Grad Cohort-4th Year Status Report

Select column A, right click and select Insert Cut Cells

The SSID column will be the new column A

## Sort by SSID



**(GRAD-419) 2019-Grad Cohort-4th Year Status Report**

**2. From the Data tab select Sort**

**1. Select all data or CTRL A**

**3. Sort by SSID**

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71

## Concatenate Student Names



**(GRAD-419) 2019-Grad Cohort-4th Year Status Report**

**To bring the students full name into the pathway report during the VLOOKUP, use the CONCATENATE function to join name values into one field**

**Select column H, then right click and select "Insert" to add a blank column**

**Name the new column "Full Name" and then place cursor into cell H2**

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72

# Concatenate Student Names, cont'd

**(GRAD-419) 2019-Grad Cohort-4th Year Status Report**

**Select the function icon and search for CONCATENATE or select it from the list**

**Click "OK"**

73

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# Concatenate Student Names, cont'd

**(GRAD-419) 2019-Grad Cohort-4th Year Status Report**

=CONCATENATE(E2,", ",F2," ",G2)

**1. Place cursor in Text 1 field, then select cell E2**

**2. In Text 2 field enter a comma and a space (quotes should automatically appear after moving to the next field)**

**3. Place cursor in Text 3 field and select cell F2**

**4. In Text 4 field type a space**

**5. Place cursor in Text 5 field and select cell G2**

**It worked!**

**6. Click "OK"**

74

# Concatenate Student Names, cont'd



**(GRAD-419) 2019-Grad Cohort-4th Year Status Report**

Double click or drag down to populate cells below

# Pathway File Needing Names



**2019_GRAD_Cohort-EOC-Path-Req-Stat_2019XXXX.xls**

Sort the file by SSID

Highlight column H then right click and select "Insert" to create a new blank column H
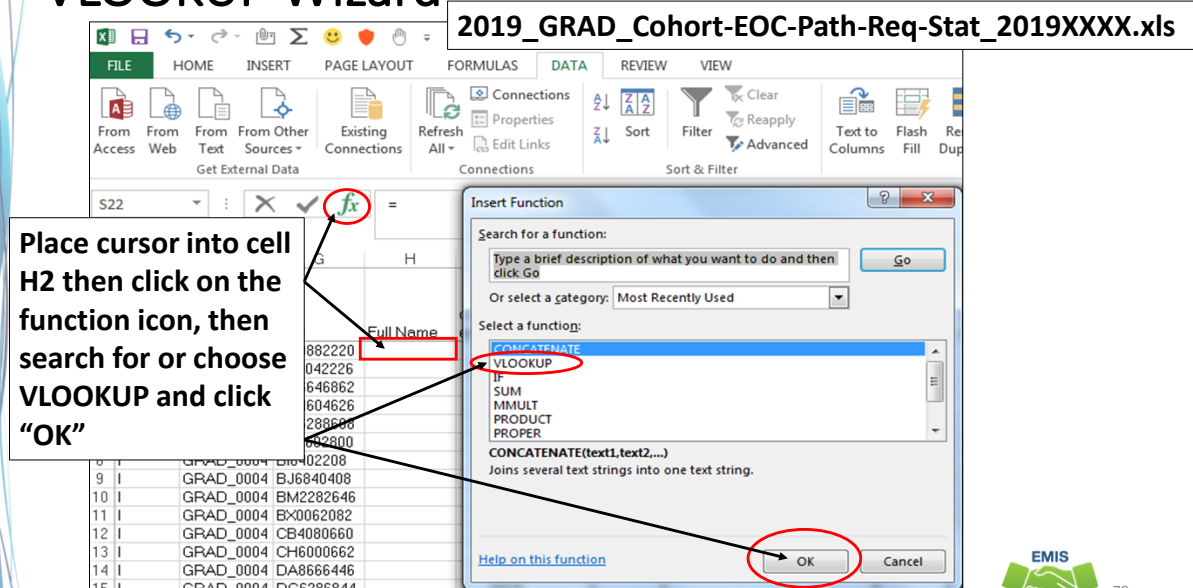
# Building a VLOOKUP Function

- To build the VLOOKUP Function, we need
  - The value to lookup, SSID from (GRAD-419) 2019 – Grad Cohort Report)
  - The range of cells on the (GRAD-419) 2019 – Grad Cohort Report, to find the values
  - The column number within the selected range that contains the value to return from the (GRAD-419) 2019 – Grad Cohort Report
  - Exact Match (FALSE)
- The next series of slides will demonstrate the VLOOKUP function using the VLOOKUP Wizard

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77

# VLOOKUP Wizard

**2019_GRAD_Cohort-EOC-Path-Req-Stat_2019XXXX.xls**



**Place cursor into cell H2 then click on the function icon, then search for or choose VLOOKUP and click "OK"**

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78

# VLOOKUP WIZARD, cont'd



**2019_GRAD_Cohort-EOC-Path-Req-Stat_2019XXXX.xls**

1. Place cursor in Lookup_value field and select cell G2

2. Place cursor into the Table_array field

# VLOOKUP WIZARD, cont'd



1. Toggle to the (GRAD-419) 2019-Grad Cohort-4th Year Status Report

2. Select cell A2 then hold down the Shift and Ctrl keys and press the right arrow then the down arrow

3. Step 2 will select all of the cells in the report and will populate the Table_array field

4. Place cursor into Col_index_num field

# VLOOKUP WIZARD, cont'd

**(GRAD-419) 2019-Grad Cohort-4th Year Status Report**



1. We want to bring back the data in column H "Full Name" which is the 8th column from the left. Enter the number 8 into the Col_index_num field

**It worked!**

2. In the Range_lookup field enter FALSE

3. Click "OK"

81

# VLOOKUP WIZARD, cont'd

**2019_GRAD_Cohort-EOC-Path-Req-Stat_2019XXXX.xls**



2. Full Name values are formulas that are tied to the source file. Before sending this report to others to review, change the formulas to values

1. Double click or drag down to populate cells below

82

41

# VLOOKUP WIZARD, cont'd



**Select column H, right click and copy**
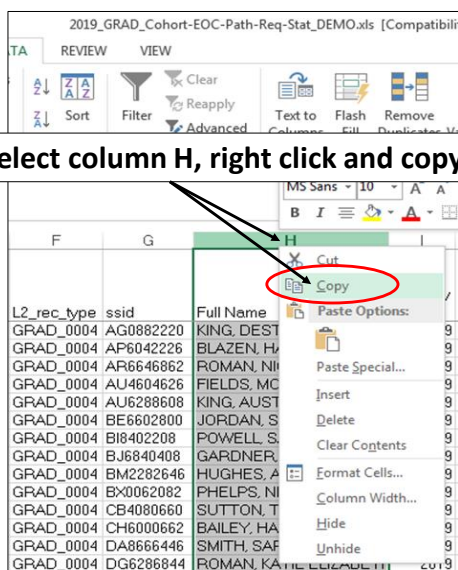
**Right click again and select paste values**
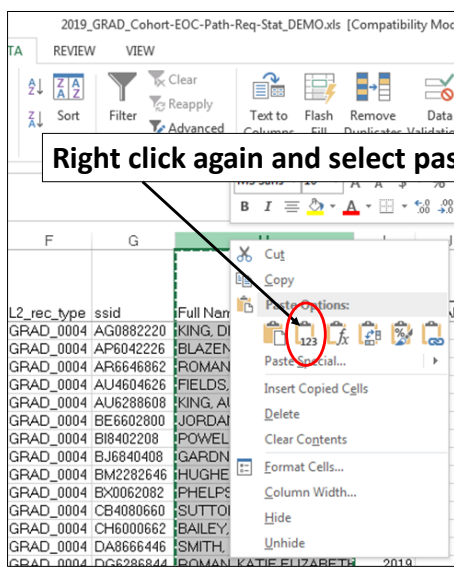
## Quick Check

Graduation Pathway reports are available as Received Files. Since current reports do not contain names, it is important to be proficient in using the VLOOKUP function in Excel.

- Can you access pathway reports in the Data Collector?
- Are you able to prepare the reports for review?
- Can you add names to the report using CONCATENATE and VLOOKUP?

# Graduation Cohort Pathway Reports

## 2019 Graduation Cohort Pathway Reports

- Three pathway reports and two assessment detail reports
  - All five reports contain the same students
  - Updated about once a month
  - Indicate met or not met for a specific pathway
  - Include assessments reported by any LEA
  - Do not contain
    - Students who most recently tested with an Alternate Assessment
    - Substitute tests for out of state (EOCs with score not reported of reasons of Y)
  - Report all assessments and the highest graduation points will be used
  - Data must be reported to EMIS to be included in the reports

## 2019 Graduation Cohort Pathway Reports, cont'd

- Ohio's State Test Pathway
    - 2019_GRAD_Cohort-EOC-Path-Req-Stat_2019XXXX.xls
    - 2019_GRAD_Cohort-EOC-Asmnt-Detail_2019XXXX.xls
    - 2019_GRAD_Cohort-Non-EOC-Pts-Detail_2019XXXX.xls
- College and career readiness tests pathway
    - 2019_GRAD_Cohort_SAT-ACT_Path_Req_stat_2019XXXX.xls
- Industry-recognized credential and score on workforce readiness test pathway
    - 2019_GRAD_Cohort_WK-IndCred_Path_Req_stat_2019XXXX.xls

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87

## Ohio's State Test Pathway

2019_GRAD_Cohort-EOC-Path-Req-Stat_2019XXXX.xls
- Contains highest number of graduation points earned for each subject area from
    - actual assessments taken
    - assessment substitutes
    - graduation exemptions
- If no points have been reported in an assessment area, the data for that student in that assessment area will be blank

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88

# Ohio's State Test Pathway, cont'd

- Each student is evaluated against total graduation points required in
  - Math
  - English Language Arts
  - Social Studies and Science
- Each student is evaluated against the total graduation points required across all subjects
- If pathway is met, the report will indicate a pathway met of "YES"

# 2019_GRAD_Cohort-EOC-Path-Req-Stat_2019XXXX.xls

**Result, Result Description, Severity, and L2_rec _type columns currently contain default values**

**Report is by cohort and contains one row per student**

| | LEA_IRN | BLDG_IRN | Result | Result_Description | Severity | L2_rec_type | ssid | Full Name | cohort_year |
|---|---|---|---|---|---|---|---|---|---|
| 2 | 40404 | 005050 | GR0000 | Current graduation status | I | GRAD_0004 | AG0882220 | KING, DESTINY ANN | 2019 |
| 3 | 40404 | 005050 | GR0000 | Current graduation status | I | GRAD_0004 | AP6042226 | BLAZEN, HAYLEN ANNE | 2019 |
| 4 | 40404 | 005050 | GR0000 | Current graduation status | I | GRAD_0004 | AR6646862 | ROMAN, NICHOLAS PAUL | 2019 |
| 5 | 40404 | 005050 | GR0000 | Current graduation status | I | GRAD_0004 | AU4604626 | FIELDS, MONICA LYNN | 2019 |
| 6 | 40404 | 005050 | GR0000 | Current graduation status | I | GRAD_0004 | AU6288608 | KING, AUSTIN LANE | 2019 |
| 7 | 40404 | 005050 | GR0000 | Current graduation status | I | GRAD_0004 | BE6602800 | JORDAN, SARA | 2019 |

## Graduation Points

- After the name and cohort year columns, the next 9 columns contain graduation points earned by subject
- Graduation points are calculated from assessments and graduation exemptions that are reported to EMIS

| H | I | J | K | L | M | N | O | P | Q | R |
|---|---|---|---|---|---|---|---|---|---|---|
| | cohort_y ear | grad_poi nts_ALG1 | grad_poi nts_GEO M | grad_poi nts_MTH 1 | grad_poi nts_MTH 2 | grad_poi nts_ELA1 | grad_poi nts_ELA2 | grad_poi nts_HIST | grad_poi nts_GOV M | grad_poi nts_BIOL |
| Full Name | | | | | | | | | | |
| KING, DESTINY ANN | 2019 | | | | | | | | | |
| BLAZEN, HAYLEN ANNE | 2019 | | | | | | | | | |
| ROMAN, NICHOLAS PAUL | 2019 | 4 | 1 | | | 4 | 2 | 2 | 3 | 3 |
| FIELDS, MONICA LYNN | 2019 | | | | | | | | | |
| KING, AUSTIN LANE | 2019 | 4 | 5 | | | 5 | 5 | 4 | 5 | 5 |
| JORDAN, SARA | 2019 | 3 | 3 | | | 3 | 4 | 3 | 3 | 5 |

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## Total Graduation Points

The next 5 columns provide total graduation points earned for ELA, Math, and Social Studies/Science

**Required - 4 points on English tests, 4 points on Math tests, 6 points on Science and Social Studies tests**

**Total of 18 points required with subject area required points met**

| S | T | U | V | W |
|---|---|---|---|---|
| total_grad_points_ ELA | total_grad_points_ MATH | total_grad_points_ SS_SCI | total_grad_points_ GE_M2_ELA2 | total_grad_points |
| | | | | |
| 6 | 5 | 8 | | 19 |
| | | | | |
| 10 | 9 | 14 | | 33 |
| 7 | 6 | 11 | | 24 |

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# Points/Pathway Met

- Columns to the far right of the report indicate if the pathway has been met or not met
- When not met, the met points columns will indicate which area has not been met

| X | Y | Z | AA | AB | AC | AD |
|---|---|---|---|---|---|---|
| met_points _ELA | met_points _MATH | met_points _SS_SCI | met_points _GE_M2_E LA2 | req_total_ points | met_total _points | met_EOC_ pathway |
|  |  |  |  |  |  |  |
| YES | YES | YES |  | 18 | YES | YES |
|  |  |  |  |  |  |  |
| YES | YES | YES |  | 18 | YES | YES |
| YES | YES | YES |  | 18 | YES | YES |

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93

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# 2019_GRAD_Cohort-EOC-Asmnt Detail

Contains EOC assessment data by subject
- Assessments actually taken by students
- Highest score and graduation points earned
- Assessment date and test type
- Alternate assessment students are not included
- Assessments can appear that were reported by another LEA

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94

# EOC Assessment Detail

Report contains the highest score and graduation points along with the test type and test date in eight assessment areas

**This screenshot contains the first two assessment areas**

| | I | J | K | L | M | N | O | P |
|---|---|---|---|---|---|---|---|---|
| | max_score_EOC_ALG1 | grad_points_EOC_ALG1 | score_date_EOC_ALG1 | req_test_type_EOC_ALG1 | max_score_EOC_GEOM | grad_points_EOC_GEOM | score_date_EOC_GEOM | req_test_type_EOC_GEOM |
| | | | | | 680 | 2 | 12/1/2016 | STR |
| | | | | | 675 | 1 | 4/1/2019 | STR |
| | 725 | 4 | 12/1/2017 | STR | 648 | 1 | 12/1/2017 | STR |
| | | | | | 690 | 2 | 5/1/2017 | STR |
| | 802 | 4 | 4/1/2015 | STR | 756 | 5 | 5/1/2016 | STR |
| | 715 | 3 | 5/1/2016 | STR | 723 | 3 | 5/1/2017 | STR |

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# 2019_GRAD_Cohort-Non-EOC-PtsDetail

Contains EOC data from substitute tests and graduation exemptions

- Highest score and graduation points earned
- Substitute test currently included on the report
  - AP or IB exams reported
  - EOC assessments reported for College Credit Plus
  - EOC assessments reported for courses taken prior to EOCs being available
  - EOC assessments for Non-Public school EOC assessment prior to public district enrollment

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# 2019_GRAD_Cohort-Non-EOC-PtsDetail, cont'd

- Student transferred in with course already completed out of state or while being homeschooled
  - EOC Score Not Reported reason of Y
  - These tests are not included in the report
  - Students with these tests reported should be verified to have met graduation requirements outside of the pathway reports

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# 2019_GRAD_Cohort-Non-EOC-PtsDetail, cont'd

Contains assessment data for students with disabilities who have been exempted from the consequences of the EOC
  - Student Special Education Graduation Requirement (FE) Record must be reported
  - Report assessments that the student takes or was required to take and did not test
  - Three graduation points will be awarded for each area of exemption where the student attempts the EOC and whose score earns less than three points

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98

# 2019_GRAD_Cohort-Non-EOC-PtsDetail, cont'd

- Based on the highest number of graduation points earned via a substitute test or a special education exemption, the maximum alternate graduation points for each assessment area will be included on the report

- Assessments can appear that were reported by another LEA

- Not all substitutes apply to all subject areas

- For additional information on substitute tests refer to http://education.ohio.gov/Topics/Ohio-s-Graduation-Requirements/18-Points-on-State-Tests

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99

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# Non-EOC Points Detail

**EOC records reported for courses taken prior to EOC available**

**EOC records reported for CCP Courses**

**AP and IB test data**

| H | I | J | K | L | M | N | O | P | Q | R |
|---|---|---|---|---|---|---|---|---|---|---|
| FE_Exempt _date | AP_IB_area_ 4_HIST | AP_IB_score_ date_HIST | CCP_points_ HIST | CCP_date_ HIST | NONPUB_p oints_HIST | NONPUB_dat e_HIST | EOC_not_avail _points_HIST | FE_Exempt_ HIST | non_pub_tran sfer_HIST | max_alternate _grad_points_ HIST |
| 11/29/2018 | | | | | | | | | | |
| | AP33 | 5/1/2017 | | | | | | | | 4 |
| | AP33 | 5/1/2017 | | | | | | | | 1 |
| | AP33 | 5/1/2017 | | | | | | | | 3 |
| 2/8/2019 | | | | | | | | | Y | 3 |

**Non Public transfer Assessments**

**Student reported with graduation exemption for History, three graduation points awarded**

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100

50

# College and Career Readiness Tests Pathway

2019_GRAD_Cohort_SAT-ACT_Path_Req_stat_2019XXXX.xls

- Contains highest score earned across all administrations of the ACT or SAT
- ACT test scores are used for Reading, Math, and English
- SAT test scores are used for Reading, Math, and Writing
- Remediation free scores will be indicated on the report as "YES"
- If no points have been reported in an assessment area, the data for that student in that assessment area will be blank
- When a pathway is met for ACT or SAT, the report will indicate "YES"

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# 2019_GRAD_Cohort_SAT-ACT_Path_Req_stat

This is a section of the report that contains ACT data

ACT scores and the date of the exam appear along with a Yes or No value to indicate a remediation free score

| I ACT_score_M | J ACT_remed_free_M | K ACT_M_date | L ACT_score_R | M ACT_remed_free_R | N ACT_R_date | O ACT_score_ENG | P ACT_remed_free_ENG | Q ACT_ENG_date | R ACT_remed_free |
|---|---|---|---|---|---|---|---|---|---|
| 25 | YES | 3/1/2018 | 20 | NO | 3/1/2018 | 19 | YES | 3/1/2018 | NO |
|  | NO |  |  | NO |  |  | NO |  | NO |
| 16 | NO | 3/1/2018 | 22 | YES | 3/1/2018 | 15 | NO | 3/1/2018 | NO |
| 18 | NO | 7/1/2018 | 32 | YES | 7/1/2018 | 31 | YES | 7/1/2018 | NO |
| 31 | YES | 10/1/2017 | 36 | YES | 10/1/2017 | 36 | YES | 10/1/2017 | YES |
| 23 | YES | 9/1/2018 | 30 | YES | 3/1/2018 | 28 | YES | 4/1/2018 | YES |

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# 2019_GRAD_Cohort_SAT-ACT_Path_Req_stat

- This is a section of the report that contains SAT data
- SAT scores and the date of the exam appear along with a Yes or No value to indicate a remediation free score
- Final column indicates if the student has met either ACT or SAT pathway with a Yes or No value

| | S | T | U | V | W | X | Y | Z | AA | AB | AC |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | SAT_score_M | SAT_remed_free_M | SAT_M_date | SAT_score_R | SAT_remed_free_R | SAT_R_date | SAT_score_W | SAT_remed_free_W | SAT_W_date | SAT_remed_free | ACT_SAT_remed_free |
| | 550 | YES | 11/3/2018 | 520 | YES | 11/3/2018 | | NO | | YES | YES |
| | | NO | | | NO | | | NO | | | NO |
| | | NO | | | NO | | | NO | | | NO |
| | | NO | | | NO | | | NO | | | NO |
| | | NO | | | NO | | | NO | | | YES |
| | | NO | | | NO | | | NO | | | YES |
| | 740 | YES | 5/5/2018 | 730 | YES | 5/5/2018 | | NO | | YES | YES |

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103

# Industry Recognized Credential and Score on Workforce Readiness Test Pathway

2019_GRAD_Cohort_WK-IndCred_Path_Req_stat_2019XXXX.xls

- Contains the highest score from the Workkeys assessment
- Contains Industry Credentials earned
- Student must meet remediation free score on the Workkeys exam AND obtain 12 points for industry credentials in a single career field
- Assessment data for a student on this report will be blank if not earned or reported
- Last column will contain a Yes or No value to indicate this pathway as met or not met

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104

## 2019_GRAD_Cohort_WK-IndCred_Path_Req_stat

**WorkKeys Version 1**

**WorkKeys Version 2**

**Totals for both versions**

| | I | J | K | L | M | N | O | P | Q | R |
|---|---|---|---|---|---|---|---|---|---|---|
| | workkey_score_LCIF | workkey_met_LCIF | workkey_date_LCIF | workkey_score_M | workkey_met_M | workkey_date_M | workkey_score_R | workkey_met_R | workkey_date_R | met_workkey_req_1 |
| | NO | | | 5 | YES | 10/1/2017 | 6 | YES | 10/1/2017 | NO |
| | NO | | | | NO | | | NO | | NO |
| | NO | | | | NO | | | NO | | NO |

| | S | T | U | V | W | X | Y | Z | AA | AB | AC | AD | AE |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | workkey_score_amth | workkey_met_amth | workkey_date_amth | workkey_score_glit | workkey_met_glit | workkey_date_glit | workkey_score_wdoc | workkey_met_wdoc | workkey_date_wdoc | met_workkey_req_2 | met_workkey_req | workkey_total_points_1 | workkey_total_points_2 |
| 2 | 4 | YES | 4/1/2018 | 5 | YES | 5/1/2018 | YES | YES | 3/1/2018 | YES | YES | 11 | 13 |
| 3 | | NO | | | NO | | | NO | | NO | NO | | |
| 4 | | NO | | | NO | | | NO | | NO | NO | | |

**Industry Credentials**

**Pathway Met**

| AF | AG | AH | AI | AJ | AK | AL | AM | AN | AO | AP | AQ | AR | AS | AT | AU | AV |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| cred_pts_Agriculture and Environ | cred_pts_Art | cred_pts_Business, Marketing & F | cred_pts_Const | cred_pts_Edu | cred_pts_Engnr | cred_pts_Hlth | cred_pts_Hosp_tour | cred_pts_Hum_svcs | cred_pts_IT | cred_pts_Law | cred_pts_Man | cred_pts_Trans | cred_pts_ag | cred_pts_bus_fin | Cred_points_met | cred_work_req_met |
| | | | 12 | | | | | | | | | | | | YES | NO |
| 6 | | | 6 | | | | | | | 6 | 6 | 6 | | | NO | NO |
| | | | | | | | | | | | | | | | NO | NO |
| 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | | | NO | NO |

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## Quick Check

Graduation reports contain EMIS data that is used to determine if the student has met one or more graduation pathways. The data should be reviewed now to look for additional EMIS data that still needs to be reported.

- Are all expected 2019 cohort students appearing on the pathway reports?

- Is there EMIS data missing from the report that needs to be reported?

- Are these reports being shared with others in the district to verify accuracy and completeness of the data?

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# Graduation Gen Issues Reports

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107

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## Gen Issues for LEAs reporting Graduates

- Level 2 Reports in the Graduate Collection
- Appear only for the LEAs for which the check applies
- Typically are generated 6 to 8 weeks prior to the end of the close of the collection and are generated once or twice per week
- Refer to the (GNIS-xxx) General Issues Report Explanation for additional information regarding these checks

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108

# Gen Issues 4YR and 5YR Checks

- Four checks on the 4YR Graduation rate and the 5YR Graduation rate
  - graduate rate is equal to zero
  - graduation rate is greater than or equal to 100%
  - graduation rate is appearing as a null value
  - graduation rate has changed 5% or more since the previous year
- Checks could be stating a fact or identifying an issue
- Contact Adam Shimming for assistance if needed
  - adam.schiming@education.ohio.gov

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109

# Additional Gen Issues for DORP Schools

- Two checks on 6YR, 7YR, and 8YR Graduation rates for dropout recovery community schools
  - graduate rate is equal to zero
  - graduation rate has changed 5% or more since the previous year
- Checks could be stating a fact or identifying an issue
- Contact Karlyn Geis for assistance if needed
  - karlyn.gies@education.ohio.gov

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110

### Quick Check

Gen Issues reports are generated by offices outside of EMIS. They are intended to help LEAs identify potential issue with their data. Investigate the issue and contact the appropriate ODE contact for assistance as needed.

- Are you receiving Gen Issues reports in your Graduate collection level 2 reports?
- Are you able to identify if the issue is just stating a fact or if further investigation is needed?
- Do you need to reach out to the ODE contact responsible for the Gen Issues check?

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## Summary

- FY19 Graduation reporting closes October 18, 2019 and will be followed by an appeal period that begins October 21, 2019 through November 1, 2019

- Carefully review all graduation reports for accuracy and completeness

- Refer to and review grad cohort data in ODDEX as you troubleshoot graduation reports

- Contact your ITC for assistance

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## Resources

- Current EMIS Manual
  - ODE Home > Topics > Data > EMIS > Documentation > EMIS Manual
- Report Explanations
  - Home > Data > EMIS > Documentation > EMIS Validation and Report Explanations
- Graduation Requirements
  - ODE Home> Topics > Ohio's Graduation Requirements > Earning an Ohio High School Diploma for the Class of 2019
- If you have questions about graduation requirements
  - call (614) 466-1317
  - email to gradrequirements@education.ohio.gov

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113

# Questions?

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114