Troubleshooting
FY20 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

Outline

- FY20 Graduation Requirements
- Grad Cohort Year Status Reports
- Grad Issues – Please Review Report
- Graduation Gen Issues Reports
- Newly Assigned to Grad Cohort Report
- Graduation Cohort Pathway Reports – VLOOKUP
- Graduation Cohort Pathway Reports

FY20 Graduation Requirements

- Due to the coronavirus-related school building closure, flexibility was provided in meeting graduation requirements

- This flexibility applies to
  - Students who had not completed requirements for a high school diploma
  and were enrolled in 12th grade in the 2019-2020 school year
  OR
  - Students who were on track to graduate in 2019-2020 (as determined by the school) regardless of the graduation cohort in which the student was included
    - This includes prior year cohort students who were on track to graduate in 2019-2020
    - This includes future cohort students who were on track to graduate in 2019-2020

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

Meet Requirements

- For a student with an Individualized Education Program (IEP), it is important to hold the student to the same local graduation flexibility expectations as their typical peers to the extent possible.

    - As appropriate, per ORC 3313.61(A), an IEP team may determine that a student with disabilities who is eligible for graduation flexibility will graduate through successful completion of their IEP

- For a student who is enrolled in a qualifying dropout prevention and recovery program (per ORC 3313.603(F)), they can be determined to graduate based on successful completion of the competency-based instructional program.

FY20 Graduation Flexibility

- The window of flexibility granted to school districts and graduating students extends through September 30, 2020

- Students in the cohort class of 2020 must graduate prior to the first day of school for 2020-2021 (earliest calendar start date reported) to be considered an on-time four-year graduate

  - Example - A student in the cohort class of 2020 graduates between the first day of school for 2020-2021 and September 30, 2020 under this flexibility and will <u>not</u> be considered an on-time four-year graduate. They will be considered a five-year graduate.

Graduation EMIS Data

- EMIS Reporting Requirements have not changed
  - Accurately and completely report the data that is available
  - Report and review graduation pathway data
  - Some spring assessments were not given due to building closures
  - Note some clarifications to EMIS reporting on upcoming slides for
    - Diploma Dates
    - Special Education Graduation Requirement Records (FE)

Diploma Date Clarification

- Diploma Date reported should be the date that students completed graduation requirements *and* finished formal secondary education

- Diploma Date reported should not be the date that students receive their physical diplomas

  - In most cases, that will be the last day of school for seniors

  - For a student who graduates (per first bullet above) after the last day of 19-20 and prior to the first day of school for 20-21, the diploma date must be prior to the earliest reported calendar

Special Education Graduation Requirement (FE)

- Report by assessment area in which the student has been granted an exemption for graduation as indicated on the student's IEP

- Important information regarding FE records and IEPs for FY20 -
  - If the student was on Ohio's State Tests pathway for graduation in which the student must earn at least 18 out of 35 points on seven end-of-course state tests and would have been exempted if testing had taken place, then the district **should not remove** the testing exemption from the student's Individualized Education Program
  - If the student was on an alternative pathway (such as industry-recognized credential and score on workforce readiness test, college and career readiness tests or the two additional pathways available for the class of 2020, then the district **can remove** the testing exemption from the student's IEP
  - http://education.ohio.gov/Topics/Student-Supports/Coronavirus/Data-Reporting-for-Students-with-Disabilities-FAQ

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Other Graduation EMIS Data

- 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)

Other Graduation EMIS Data, cont'd

- 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)

Graduation Program Codes

- Program (GQ) Record
  - 510001 – Ohio Means Jobs Readiness Seal
  - 60#### - Seal of Biliteracy
  - 520021 Student expected to graduate in the Class of 2020 has completed additional graduation option 1 (non-CTE focus)
  - 520022 Student expected to graduate in the Class of 2020 has completed additional graduation option 2 (CTE focus)
- Refer to EMIS Manual Section 2.9 for a complete list of graduation related program codes

Assessments

- Report all assessments that students took
  - AC – American College Testing Assessment (ACT)
  - AP – Advanced Placement Assessments*
  - GE – End of Course Tests
  - GW – Industry Credential
  - GX – High School Alternate Assessment (OGT)
  - IB – International Baccalaureate Assessment*
  - WK – WorkKeys Assessment
  - SA – Scholastic Aptitude Test
- Report substitute tests that are used in the Ohio's State Test Pathway
  - GE – End of Course Tests (Manually entered)
  - *AP and IB assessments are also considered to be substitute tests

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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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 ***
  - Note that these substitute assessments will appear on the Non-EOC Assessment Detail report, however, they are not calculated into the EOC Pathway report
- 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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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

Graduation Pathways

- While some EOC assessment data is not available for FY20 due to school closures, graduation pathway data should still be reviewed to verify accuracy and completeness of EMIS data

- Five Graduation Pathways for students in the 2020 Graduation Cohort
  - Ohio's State Test Pathway
  - College and Career Readiness Tests Pathway
  - WorkKeys and Industry Credential Pathway
  - Option 1 Non-CTE Focus Pathway
  - Option 2 CTE Focus Pathway

- We will review the first three pathways later in this presentation

Option 1 Non-CTE focus

- Report Program code 520021 – Student expected to graduate in the Class of 2020 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 be reported in the Graduate collection

Option 2 – CTE Focus

Report Program code 520022 – Student expected to graduate in the Class of 2020 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 the Option 1 and Option 2 pathways, refer to http://education.ohio.gov/Topics/Ohio-s-Graduation-Requirements/News/Two-additional-graduation-options-available-fo-1

Graduation Requirements Resources

- Additional information regarding graduation requirements in light of coronavirus-related school building closure can be found here-
  - http://education.ohio.gov/Topics/Student-Supports/Coronavirus/Graduation-Requirements-in-Light-of-Coronavirus-Re

- Information regarding graduation flexibility – 2021 and beyond can be found here –
  - http://education.ohio.gov/Topics/Student-Supports/Coronavirus/Graduation-Flexibility-%E2%80%93-2021-and-Beyond

Quick Check

The Class of 2020 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?

Grad Cohort Year Status Reports

Graduation Cohort Year Status Reports

- 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
  - Pathway data comes from the Cohort Pathway Reports in Received Files which are not updated nightly

Graduation Rates and the LRC

2020 four year and 2019 five-year graduation rates will appear on the 20-21 Local Report Card (LRC)

- 2020 four-year graduation rate uses a denominator of students for which the district is accountable and a numerator of on time graduates
- 2019 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

Graduate Collection Level 2 Reports

From the Data Collector Graduate Collection (FY20) select the Level 2 Reports link

Graduation Collection (FY20)

FY20-G-Graduate: The FY20 Graduation (G) reporting period captures data related to graduating students. This data will include diploma information and...

Submissions: May 05, 2020 - October 16, 2020 (79 days till close)
Version: 3
Status: The collection was submitted July 10, 2020 at 03:46:17 PM by
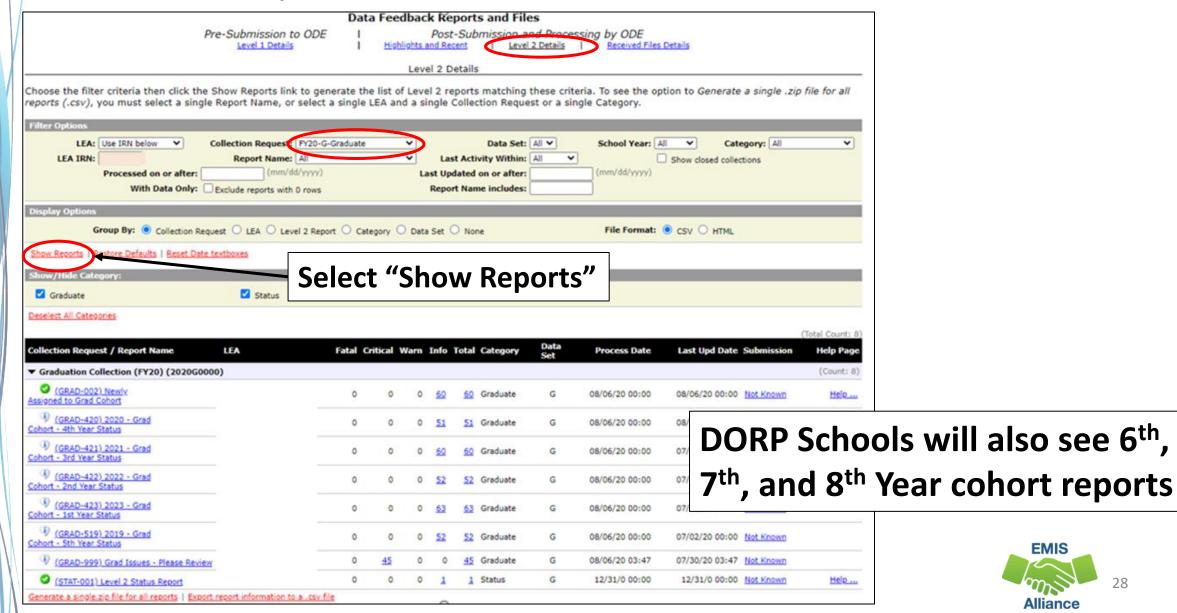Submission Status: Processing Completed (July 10, 2020 at 03:46:23 PM)
Submission Number: 7 (attempt 1)
Actions: Start Collection
Add New Scheduled Collection
Set Default Collection properties

From ODE: Level 2 Reports

Prepare Outputs: Level 1 Validations
View submission 7 Data

Level 2 Reports- G Collection

Data Feedback Reports and Files

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

Level 2 Details

Choose the filter criteria then click the Show Reports link to generate the list of Level 2 reports matching these criteria. To see the option to *Generate a single .zip file for all reports (.csv)*, you must select a single Report Name, or select a single LEA and a single Collection Request or a single Category.

Filter Options

LEA: Use IRN below ▾	Collection Request: FY20-G-Graduate ▾	Data Set: All ▾	School Year: All ▾	Category: All ▾
LEA IRN:	Report Name: All ▾	Last Activity Within: All ▾	☐ Show closed collections	
Processed on or after: (mm/dd/yyyy)	Last Updated on or after: (mm/dd/yyyy)			
With Data Only: ☐ Exclude reports with 0 rows	Report Name includes:			

Display Options

Group By: ● Collection Request ○ LEA ○ Level 2 Report ○ Category ○ Data Set ○ None   File Format: ● CSV ○ HTML

Show Reports | Restore Defaults | Reset Date textboxes

Show/Hide Category:

☑ Graduate   ☑ Status

Select "Show Reports"

Deselect All Categories

(Total Count: 8)

Collection Request / Report Name	LEA	Fatal	Critical	Warn	Info	Total	Category	Data Set	Process Date	Last Upd Date	Submission	Help Page
▼ Graduation Collection (FY20) (2020G0000)												(Count: 8)
✅ (GRAD-002) Newly Assigned to Grad Cohort		0	0	0	60	60	Graduate	G	08/06/20 00:00	08/06/20 00:00	Not Known	Help ...
ⓘ (GRAD-420) 2020 - Grad Cohort - 4th Year Status		0	0	0	51	51	Graduate	G	08/06/20 00:00	08/		
ⓘ (GRAD-421) 2021 - Grad Cohort - 3rd Year Status		0	0	0	60	60	Graduate	G	08/06/20 00:00	07/		
ⓘ (GRAD-422) 2022 - Grad Cohort - 2nd Year Status		0	0	0	52	52	Graduate	G	08/06/20 00:00	07/		
ⓘ (GRAD-423) 2023 - Grad Cohort - 1st Year Status		0	0	0	63	63	Graduate	G	08/06/20 00:00	07/		
ⓘ (GRAD-519) 2019 - Grad Cohort - 5th Year Status		0	0	0	52	52	Graduate	G	08/06/20 00:00	07/02/20 00:00	Not Known	
ⓘ (GRAD-999) Grad Issues - Please Review		0	45	0	0	45	Graduate	G	08/06/20 03:47	07/30/20 03:47	Not Known	
✅ (STAT-001) Level 2 Status Report		0	0	0	1	1	Status	G	12/31/0 00:00	12/31/0 00:00	Not Known	Help ...

Generate a single .zip file for all reports | Export report information to a .csv file

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

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Graduate Collection Level 2 Reports

- For LEAs Reporting Graduates
  - (GRAD-420) 2020 - Grad Cohort - 4th Year Status
  - (GRAD-421) 2021 - Grad Cohort - 3rd Year Status
  - (GRAD-422) 2022 - Grad Cohort - 2nd Year Status
  - (GRAD-422) 2023 - Grad Cohort - 1st Year Status
  - (GRAD-519) 2019 - Grad Cohort - 5th Year Status

- For Dropout Prevention and Recovery (DORP) Schools Only
  - (GRAD-618) 2018 - Grad Cohort - 6th Year Status
  - (GRAD-717) 2017 - Grad Cohort - 7th Year Status
  - (GRAD-816) 2016 - Grad Cohort - 8th Year Status

Prepare the Report

- Open (GRAD-420) 2020 - 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!
    - To learn how to record a macro, prior year EMIS Alliance Excel sessions can be found here
    - https://community.mcoecn.org/display/EM/EMIS+Alliance+Public+Space

Grad Cohort Report Columns

Columns A through G contain the IRN of the LEA receiving the report, Error Severity Codes, Student Names and Student IDs

- "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	TTJD	EmisID	Last Name	First Name	Middle Name	LEVEL 2 REC TYPE CODE	REC TYPE DESCR
2	40404	I	XP6246246	Not Available	Not Available	Not Available	Not Available	GRAD-420	4YR 2020 Grad Cohort
3	40404	I	BN6902486	Not Available	Not Available	Not Available	Not Available	GRAD-	
4	40404	I	VB8692494	Not Available	Not Available	Not Available	Not Available	GRAD-	
5	40404	I	RX6044682	Not Available	Not Available	Not Available	Not Available	GRAD-	
6	40404	I					ble	GRAD-420	4YR 2020 Grad Cohort
7	40404	I					ble	GRAD-420	4YR 2020 Grad Cohort
8	40404	I	RD6428996	123456789	Last	First	Middle	GRAD-420	4YR 2020 Grad Cohort
9	40404	I	DT6268684	123456790	Last	First	Middle	GRAD-420	4YR 2020 Grad Cohort
10	40404	I	RJ2484642	123456791	Last	First	Middle	GRAD-420	4YR 2020 Grad Cohort

All Error Severity Codes are Informational

Columns H and I contain the name of the report

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Grad Cohort Report Columns, cont'd

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

Verify cohort year is correct

LEA accountable for this student

J	K	L	M	N	O	P	Q	R	S
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	40404	STEM IRN	STEM IRN	STEM IRN	2020	Y	Y	2020
GR0000	Student accountable in this LEA	40404	STEM IRN	STEM IRN	STEM IRN	2020	Y	N	2020
GR0000	Student accountable in this LEA	40404	STEM IRN	STEM IRN	STEM IRN	2020	Y	Y	2020
GR0000	Student accountable in this LEA	40404	STEM IRN	STEM IRN	STEM IRN	2020	Y	Y	2020
GR0000	Student accountable in this LEA	40404	STEM IRN	STEM IRN	STEM IRN	2020	Y	Y	2020
GR9997	Student accountability moved to another LEA		COMM IRN		COMM IRN	2020			2018
GR0000	Student accountable in this LEA					2020	Y	N	2020
GR0000	Student accountable in this LEA					2020	Y	N	2020

LEA whose data is being used

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

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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

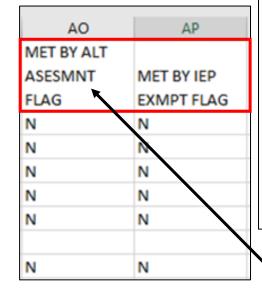| T	U	V	W	X	Y	Z	AA	AB	AC
ENRL DATE	WTHD DATE	WTHD REASON CODE	STATE EQUIV GRADE LEVEL CODE	SUMTV RACE ETHNC CODE	DISAB CNDTN FLAG	DISADV FLAG	LEP FLAG	FOSTER FLAG	HMLESS FLAG
2019-08-16 00:00:00.0	2020-05-29 00:00:00.0	99	12	W	N	N	N	N	N
2019-08-16 00:00:00.0			12	W	N	N	N	N	N
2019-08-16 00:00:00.0	2020-05-29 00:00:00.0	99	12	B	N	N	N	N	N
2019-08-16 00:00:00.0	2020-05-29 00:00:00.0	99	12	W	N	N	N	N	N
2019-08-16 00:00:00.0	2020-05-29 00:00:00.0	99	12	B	N	N	N	N	N

Accountability calculations for the graduation rate use the most recently reported disadvantagement data. Students reported with a Disability, LEP, Foster, or Homeless code at any time once they begin 9th grade or are newly added to a cohort, will be included for accountability calculations.

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Grad Cohort Report Columns, cont'd

Columns AD through AH and columns AO and AP contain Pathway data and Met By data

AD	AE	AF	AG	AH
EOC PTHWY FLAG	ACT SAT PTHWY FLAG	WORK KEYS INDST CRED FLAG	FY18 ADTNL GEN PTHWY	FY18 ADTNL CTE PTHWY
Y	N	N	N	N
Y	N	N	N	N
N	N	N	N	N
Y	N	N	N	N

AO	AP
MET BY ALT ASESMNT FLAG	MET BY IEP EXMPT FLAG
N	N
N	N
N	N
N	N
N	N
N	N

Grad Cohort reports are generated nightly however, pathway flags and "met by" columns are kept in sync with the pathway reports found in Received Files. These values will be updated when the pathway reports are updated.

Students reported with Option 1 or Option 2 program codes will appear with a Y

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

FY20 graduate pathway data can be incomplete due to Covid related school closures

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Grad Cohort Report Columns, cont'd

Columns AI through AL contain cohort placement, enrollment after diploma reported and diploma data

AI	AJ	AK	AL
ADD COHORT BY GRAD EVENT CODE	ENRL AFTER DIPLOMA RPTD FLAG	DIPLOMA TYPE CODE	DIPLOMA RECEIV DATE
	N		
	N		
FYB9G	N		
	N		
	N		
	N		
	N		
	N		
	N		
	N	1	2020-05-22 00:00:00.

Add Cohort by Grad Event Code "GRDIN" –based on grade level "FYB9G" –based on fiscal year began ninth grade "Blank" indicates the student was not assigned to a cohort during this fiscal year

If Y for "Enrolled after Diploma Reported", verify data for accuracy

Verify accuracy of Diploma Date – See Slide #10

Review diploma type for accuracy as it is used in the generation of Prep For Success

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Grad Cohort Report Columns, cont'd

Columns AM and AN contain SSID changes and override flags

AM	AN
SSID CHANGE OR DEACTIVATE FLAG	OVERID FLAG
N	N
N	N
N	N
N	N
N	N
N	N
N	N
N	N

When a student has an SSID change or deactivated SSID, the flag will be set to Y
- **In ODDEX Grad Cohort the student's event code will be-**
  - **SIDCH – SSID Change – New SSID**
  - **SIDPV – SSID Change – Previous SSID**
  - **SIDDC – SSID Deactivation – New Current SSID**
  - **SIDDP – SSID Deactivation – Previous SSID**

When a student has an approved appeal involving graduation data, the Override Flag will be set to Y
- **In ODDEX the Override Related Flag will be set to Y**

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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

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
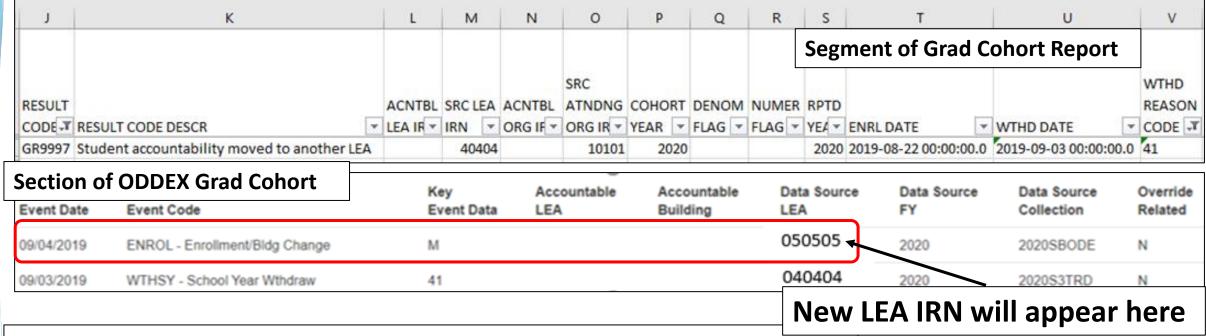
Result Codes and the Graduation Rate, cont'd

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

Student Accountability Moved to Another LEA

Filter on Result Code GR9997

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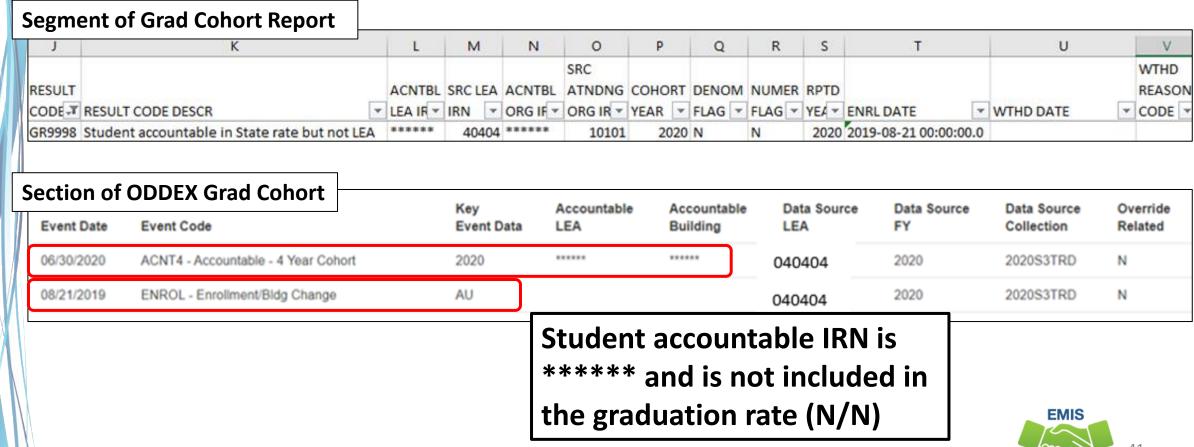- Could be other withdrawal code or blank

Segment of Grad Cohort Report

	J	K	L	M	N	O	P	Q	R	S	T	U	V
	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 YEA	ENRL DATE	WTHD DATE	WTHD REASON CODE
	GR9997	Student accountability moved to another LEA		40404		10101	2020			2020	2019-08-22 00:00:00.0	2019-09-03 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
09/04/2019	ENROL - Enrollment/Bldg Change	M			050505	2020	2020SBODE	N
09/03/2019	WTHSY - School Year Wthdraw	41			040404	2020	2020S3TRD	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 an Autism Scholarship student

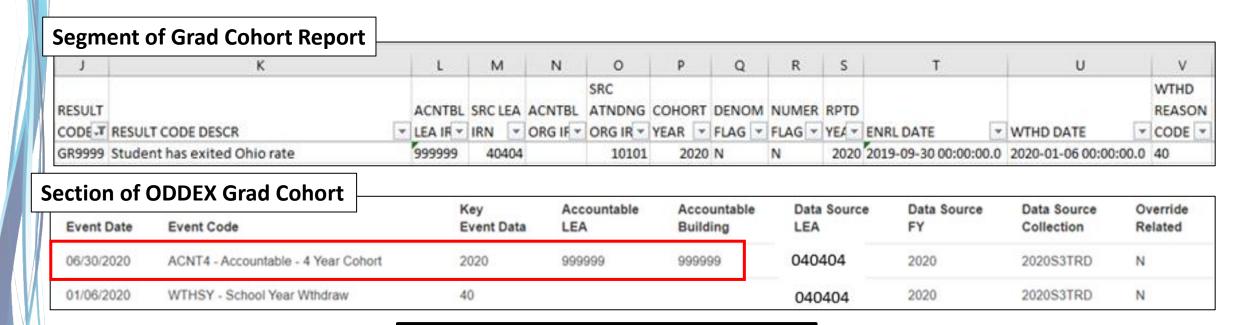**Segment of Grad Cohort Report**

J	K	L	M	N	O	P	Q	R	S	T	U	V
RESULT CODE	RESULT CODE DESCR	ACNTBL LEA IR	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
GR9998	Student accountable in State rate but not LEA	******	40404	******	10101	2020	N	N	2020	2019-08-21 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
06/30/2020	ACNT4 - Accountable - 4 Year Cohort	2020	******	******	040404	2020	2020S3TRD	N
08/21/2019	ENROL - Enrollment/Bldg Change	AU			040404	2020	2020S3TRD	N

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

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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
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
GR9999	Student has exited Ohio rate	999999	40404		10101	2020	N	N	2020	2019-09-30 00:00:00.0	2020-01-06 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
06/30/2020	ACNT4 - Accountable - 4 Year Cohort	2020	999999	999999	040404	2020	2020S3TRD	N
01/06/2020	WTHSY - School Year Wthdraw	40			040404	2020	2020S3TRD	N

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

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Student Accountable in This LEA

2. From the Data tab, select Sort

1. Filter on Result Code GR0000

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
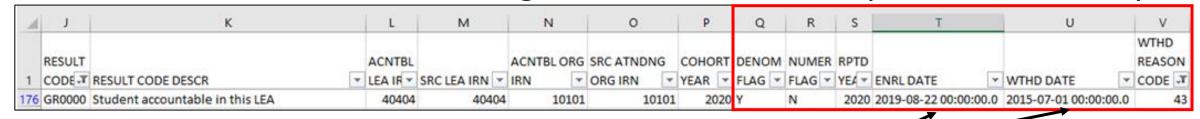- These students not reported as graduates, verify data accuracy

Filter on blank withdrawal dates

	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
10	GR0000	Student accountable in this LEA	40404	40404	10101	10101	2020	Y	N	2020	2019-08-22 00:00:00.0		
12	GR0000	Student accountable in this LEA	40404	40404	10101	10101	2020	Y	N	2020	2019-08-22 00:00:00.0		
13	GR0000	Student accountable in this LEA	40404	40404	10101	10101	2020	Y	N	2020	2019-08-22 00:00:00.0		
17	GR0000	Student accountable in this LEA	40404	40404	10101	10101	2020	Y	N	2020	2019-09-03 00:00:00.0		

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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

Filter on withdrawal codes of 48 and 7#

	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
30	GR0000	Student accountable in this LEA	40404	40404	10101	10101	2020	Y	N	2020	2019-08-22 00:00:00.0	2019-09-25 00:00:00.0	74
33	GR0000	Student accountable in this LEA	40404	40404	10101	10101	2020	Y	N	2017	2016-10-25 00:00:00.0	2017-05-05 00:00:00.0	71

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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

	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
176	GR0000	Student accountable in this LEA	40404	40404	10101	10101	2020	Y	N	2020	2019-08-22 00:00:00.0	2015-07-01 00:00:00.0	43

Notice that the enroll date is after the withdrawal date and the student has not graduated on time

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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 20G
- 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.

	J	K	L	M	N	O	P	Q	R	S	T	U	V
	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	40404	40404	10101	10101	2020	Y	N	2020	2019-08-22 00:00:00.0	2019-10-02 00:00:00.0	41
	GR0000	Student accountable in this LEA	40404	40404	10101	10101	2020	Y	N	2019	2018-09-27 00:00:00.0	2018-09-28 00:00:00.0	41
	GR0000	Student accountable in this LEA	40404	40404	10101	10101	2020	Y	N	2019	2019-02-11 00:00:00.0	2019-03-12 00:00:00.0	41
	GR0000	Student accountable in this LEA	40404	40404	40404	40404	2020	Y	Y	2020	2019-08-21 00:00:00.0	2020-06-30 00:00:00.0	41

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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 20G to report a correct withdrawal code
- Retain documentation to support this change

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

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 IRN	SRC ATNDNG ORG IRN	COHORT YEAR	DENOM FLAG	NUMER FLAG	RPTD YEAR	ENRL DATE	WTHD DATE
GR0000	Student accountable in this LEA	40404	STEM IRN	STEM IRN	STEM IRN	2020	Y	Y	2020	2019-08-16 00:00:00.0	2020-05-29 00:00:00.0
GR0000	Student accountable in this LEA	40404	STEM IRN	STEM IRN	STEM IRN	2020	Y	Y	2020	2019-08-16 00:00:00.0	2020-05-29 00:00:00.0
GR0000	Student accountable in this LEA	40404	STEM IRN	STEM IRN	STEM IRN	2020	Y	Y	2020	2019-08-16 00:00:00.0	2020-05-29 00:00:00.0
GR0000	Student accountable in this LEA	40404	STEM IRN	STEM IRN	STEM IRN	2020	Y	Y	2020	2019-08-16 00:00:00.0	2020-05-29 00:00:00.0
GR0000	Student accountable in this LEA	40404	Other Trad IRN	STEM IRN	STEM IRN	2020	Y	Y	2020	2019-08-20 00:00:00.0	2020-06-30 00:00:00.0
GR0000	Student accountable in this LEA	40404	Other Trad IRN	STEM IRN	STEM IRN	2020	Y	Y	2020	2019-08-20 00:00:00.0	2020-06-30 00:00:00.0

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

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Calculate the Graduation Rate

Select all Y's in Denominator Flag Column

Denominator is 484

Select all Y's in Numerator Flag Column

Divide the numerator by the denominator
383/484 = 0.791322
79.1%

Numerator is 383

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?

Grad Issues Report

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 2020 - and 5-year 2019 cohorts
  - DORP schools – 6-year 2018, 7-year 2017, and 8-year 2016
- In the next series of slides, we will open and prepare the Grad Issues report and discuss each result code

Graduate Collection Level 2 Link

From the Data Collector Graduate Collection (FY20) select the Level 2 Reports link

Graduation Collection (FY20)

FY20-G-Graduate: The FY20 Graduation (G) reporting period captures data related to graduating students. This data will include diploma information and...

Submissions: May 05, 2020 - October 16, 2020 (29 days till close)

Version: 4

Status: The collection was submitted August 25, 2020 at 09:25:53 AM by

Submission Status: Processing Completed (August 25, 2020 at 09:25:57 AM)

Submission Number: 1 (attempt 1)

Actions: Start Collection
Add New Scheduled Collection
Set Default Collection properties

From ODE: Level 2 Reports

Prepare Outputs: View submission 1 Data

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Level 2 Reports

Select "Show Reports"

Open the Grad Issues Report

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!

Grad Issues Report

- Can contain students from various graduation cohorts

- Could have up to five result codes

  - Note that result codes GR3002 and GR3003 are not active for FY20

- We will filter on each result code on the upcoming slides

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	RPT DEST IRN	Severi	TTJD	EmisID	Last Nan	First Nan	Middle Nam	LEVEL 2 REC TYPE CODE	REC TYPE DESCR	RESULT CODE	RESULT CODE DESCR	COHORT YEAR	Related Option From Report	ACNTBL LEA IR	SRC LEA IRN	SRC ATNDNG ORG IR
2	40404	C	PZ4404846	123456789	Last	First	Middle	GRAD-999	Grad Issues Report	GR2001	Withdrawal of 99 Reported But No Diploma Reported	2019	6/3/2020	40404	40404	10101
3	40404	C	PP4004848	123456789	Last	First	Middle	GRAD-999	Grad Issues Report	GR2001	Withdrawal of 99 Reported But No Diploma Reported	2019	6/30/2020	40404	40404	10101
4	40404	C	NL8484844	123456789	Last	First	Middle	GRAD-999	Grad Issues Report	GR2001	Withdrawal of 99 Reported But No Diploma Reported	2019	11/6/2019	40404	40404	10101
5	40404	C	VN4420046	123456789	Last	First	Middle	GRAD-999	Grad Issues Report	GR2001	Withdrawal of 99 Reported But No Diploma Reported	2019	12/17/2019	40404	40404	10101
6	40404	C	ND4606688	123456789	Last	First	Middle	GRAD-999	Grad Issues Report	GR2001	Withdrawal of 99 Reported But No Diploma Reported	2019	6/3/2020	40404	40404	10101
7	40404	C	PF0228280	123456789	Last	First	Middle	GRAD-999	Grad Issues Report	GR2001	Withdrawal of 99 Reported But No Diploma Reported	2019	3/30/2020	40404	40404	10101
8	40404	C	PR4660442	123456789	Last	First	Middle	GRAD-			orted	2019	12/17/2019	40404	40404	10101
9	40404	C	PB2404646	123456789	Last	First	Middle	GRAD-			orted	2019	1/24/2020	40404	40404	10101
10	40404	C	LR2226602	123456789	Last	First	Middle	GRAD-				2020		40404	40404	40404

"Related Option From Report"
value contains additional
data based on the result code

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Filter by Result Code

Filter on result code GR1001

- Enrolled after diploma year (Fatal)
  - Verify diploma date reported in 20G
  - Verify enrollment in 21S
  - Will be generated once the student is reported in the FY21 school year
  - Graduating district would see this if re-reporting the student in FY21 after they were reported as a graduate
  - Graduating district will also see this if student enrolls in a different district after being reported as a graduate

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

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

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 (FY20) is closed and Beginning of Year Student Collection (FY21)or SOES Beginning of Year Student Collection (FY21) are open
  - Student withdrawal on or before the last of school for 19-20 and withdrawal was not reported, report a Student Withdrawal Override (FC) record in 20G – Works for WD codes 40, 42, 43, 45, 46, 48, 51, 52, 81. If a 99 withdrawal code is reported in G it generates a Level 1 fatal (FC.0010)
  - Student is a summer graduate, after the last day of school and before the first day of school for 20-21, report the student in FY21 so that withdrawal and graduate data on FN can be reported.
    - Student should be included in the Graduate Collection (FY20)

Filter by Result Code, cont'd

- Filter on result code GR4002
  - Diploma not issued by accountable district (Informational)
  - Could be special education cooperative student
    - Diploma reported by educating district
    - Student accountable at resident district
  - Could be a DORP school student in the 6, 7 or 8-year cohort who didn't graduate
  - Verify the data for accuracy

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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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Graduation Gen Issues Reports

Gen Issues Reports

- FY20 Graduation Collection – Level 2 link
- Use filters to narrow search

Collection Request / Report Name	LEA	Fatal	Critical	Warn	Info	Total	Category	Data Set	Process Date	Last Upd Date	Submission	Help Page
▼ Graduation Collection (FY20) (2020G0000)												(Count: 8)
(GNIS-261) Gen Issues - Grad - 6yr Grad Percent = 0%		0	0	0	1	1	Gen Issues	G	08/11/20 00:00	08/12/20 10:03	Not Known	
(GNIS-261) Gen Issues - Grad - 6yr Grad Percent = 0%					1	1	Gen Issues	G	08/11/20 00:00	08/12/20 10:03	Not Known	
(GNIS-262) Gen Issues - Grad - 6yr Grad Percent = 100%					1	1	Gen Issues	G	08/11/20 00:00	08/12/20 10:03	1 Unknown	
(GNIS-262) Gen Issues - Grad - 6yr Grad Percent = 100%					1	1	Gen Issues	G	08/11/20 00:00	08/12/20 10:03	3 Unknown	
(GNIS-264) Gen Issues - Grad - Large Change in 6yr Grad Percent					1	1	Gen Issues	G	08/11/20 00:00	08/12/20 10:03	Not Known	
(GNIS-268) Gen Issues - Grad - Large Change in 7yr Grad Percent		0	0	0	1	1	Gen Issues	G	08/11/20 00:00	08/12/20 10:04	1 Unknown	
(GNIS-349) Gen Issues - Grad - Large Change in 8yr Grad Percent		0	0	0	1	1	Gen Issues	G	08/11/20 00:00	08/12/20 10:03	Not Known	

These are examples of Gen Issues reports that were generated for DORP schools

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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
- When a Gen Issues check appears, review the data and make corrections as appropriate. If the data is already correct, then ignore the check

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Gen Issues 4YR and 5YR Checks

- Four checks on the 4YR Graduation rate and the 5YR Graduation rate
  - graduation 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
- Contact Adam Schiming for assistance if needed
  - adam.schiming@education.ohio.gov

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
- Contact Karlyn Geis for assistance if needed
  - karlyn.geis@education.ohio.gov

Quick Check

Gen Issues reports are generated by offices outside of EMIS. They are intended to help LEAs identify potential issues 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?

Newly Assigned to Grad Cohort Report

Newly Assigned to Grad Cohort Report

- Contains students that are being assigned to a graduation cohort during the first year they are assigned to any cohort

- For FY20, students on the report would not have been in any graduation cohort for any district prior to FY20

- Was previously available in the End of Year Student Collection and is now included in the Graduate Collection

- Important to review while data collections are open if corrections need to be made

- In some cases a student's placement into an incorrect cohort can be appealed depending on timing of data reporting and appeals

Newly Assigned to Grad Cohort, cont'd

A student with EMIS ID and Name "Not Available" could be a STEM School student for which your LEA is accountable

We will filter on Result Codes in upcoming slides

	A	B	C	D	E	F	G	H	I	J	K
1	RPT DEST IRN	ERR SEV CODE	SSID	EmisID	Last Name	First Name	Middle Name	LEVEL 2 REC TYPE CODE	REC TYPE DESCR	RESULT CODE	RESULT CODE DESCR
2	40404	I	NR6084426	Not Available	Not Available	Not Available	Not Available	GRAD-002		GR0000	Student accountable in this LEA
3	40404	I	TV4442462	Not Available	Not Available	Not Available	Not Available	GRAD-002		GR0000	Student accountable in this LEA
4	40404	I	VJ0222288	EmisID	Last	First	Middle	GRAD-002		GR0000	Student accountable in this LEA
5	40404	I	VD2400426	EmisID	Last	First	Middle	GRAD-002		GR0000	Student accountable in this LEA
6	40404	I	TR2842206	EmisID	Last	First	Middle	GRAD-002		GR0000	Student accountable in this LEA
7	40404	I	TD2400888	EmisID	Last	First	Middle	GRAD-002		GR0000	Student accountable in this LEA
8	40404	I	RZ6844402	EmisID	Last	First	Middle	GRAD-002		GR0000	Student accountable in this LEA
9	40404	I	TV6008004	EmisID	Last	First	Middle	GRAD-002		GR0000	Student accountable in this LEA
10	40404	I	TX6208426	EmisID	Last	First	Middle	GRAD-002		GR0000	Student accountable in this LEA
11	40404	I	RD6848864	EmisID	Last	First	Middle	GRAD-002		GR0000	Student accountable in this LEA
12	40404	I	TX4826648	EmisID	Last	First	Middle	GRAD-002		GR0000	Student accountable in this LEA

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Newly Assigned to Grad Cohort, cont'd

Student added to the cohort based on grade level = GRDIN Student added using the Fiscal Year Began 9th Grade Element = FYB9G

IRNs can be used to determine which LEA is reporting the student

ACNTBL LEA IR	SRC LEA IRN	ACNTBL ORG IR	SRC ATNDNG ORG IR	COHORT YEAR	DENOM FLAG	NUMER FLAG	RPTD YEA	STATE EQUIV GRADE LEVEL CODI	SUMTV RACE ETHNC CODE	DISAB CNDTN FLAG	ADD COHORT BY GRAD EVENT CODE	SSID CHANGE OR DEACTIV ATE FL/	OVERID FLAG
40404	STEM IRN	STEM IRN	STEM IRN	2023	Y	N	2020	9	W	N	GRDIN	N	N
40404	STEM IRN	STEM IRN	STEM IRN	2023	Y	N	2020	9	W	N	GRDIN	N	N
40404	40404	10101	10101	2023	Y	N	2020	9	B	N	GRDIN	N	N
40404	40404	10101	10101	2023	Y	N	2020	9	B	N	GRDIN	N	N
					Y	N	2020	9	W	N	GRDIN	N	N
					Y								
					Y								
					Y								
					Y								
40404	40404	10101	10101	2022	Y								
40404	40404	10101	10101	2023	Y								

Note the appearance of a STEM IRN. The STEM and district are both accountable

Denominator is set to Y when your LEA is accountable. Numerator will be N until the student is reported with an on-time diploma

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Filter on Result Codes

- GR0000 – Students who appear in the denominator for the district in their graduation cohort

- GR9998 - Students who count at the state level

- GR9999 – Students who have exited the cohort

- GR9997 – Students who have been reported in the current year, but are not accountable at your district or students for whom your district was accountable last fiscal year, but for whom your district is not accountable this year

Another Way to Check Cohort Assignments

- Review Level 2 Graduation Reports
  - (GRAD-420) 2020 – Grad Cohort – 4th Year Status
  - (GRAD-421) 2021 – Grad Cohort – 3rd Year Status
  - (GRAD-422) 2022 – Grad Cohort – 2nd Year Status
  - (GRAD-423) 2023 – Grad Cohort – 1st Year Status
  - (GRAD-519) 2019 – Grad Cohort – 5th Year Status

- See columns below to show all assignments and not just those who are newly assigned
  - Cohort Year
  - Add Cohort By GRAD Event Code

Quick Check

The Newly Assigned to Grad Cohort report can be very helpful in identifying students who have been assigned to a cohort during the current fiscal year. This can provide opportunities to make data corrections, or to file an appeal depending on timing.

- Can you verify that the cohort placements are correct for the students listed on the report?

- Are all students appearing on the report as expected?

- Are there any incorrect cohort assignments and can the data be changed, or appealed?

Graduation Cohort Pathway Reports - VLOOKUP

FY20 Graduation Cohort Pathway Reports

- Five 2020 Graduation Cohort Pathway reports are currently available as Received Files in the Data Collector
  - 2020_GRAD_Cohort-EOC-Path-Req-Stat_2020XXXX.xls
    - 2020_GRAD_Cohort-EOC-Asmnt-Detail_2020XXXX.xls
    - 2020_GRAD_Cohort-Non-EOC-Pts-Detail_2020XXXX.xls
  - 2020_GRAD_Cohort_SAT-ACT_Path_Req_stat_2020XXXX.xls
  - 2020_GRAD_Cohort_WK-IndCred_Path_Req_stat_2020XXXX.xls
- *Several of these files do not contain complete data due to some assessments not occurring during FY20 school closures but should be reviewed to verify data reporting requirements*

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Locating the Grad Cohort Reports

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

Use filters to narrow the search for files

Select "List Files"

We will begin by opening the 2020 GRAD Cohort-EOC-Path-Req-Stat

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Prepare the Report

- Open 2020_GRAD_Cohort-EOC-Path-Req-Stat_2020XXXX.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 2020_Grad_Cohort-EOC-Path-Req-Stat
  - This is the report you just opened
- Use the (GRAD-420) 2020-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

2020-Grad Cohort-4th Year Status Report

For this demonstration of VLOOKUP, we will move the SSID column to the left side of the report

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

Move SSID Column

(GRAD-420) 2020-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-420) 2020-Grad Cohort-4th Year Status Report

2. From the Data tab select Sort

1. Select all data or CTRL A

3. Sort by SSID and then OK

Concatenate Student Names

(GRAD-420) 2020-Grad Cohort-4th Year Status Report

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

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

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

Concatenate Student Names, cont'd

(GRAD-420) 2020-Grad Cohort-4th Year Status Report

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

Click "OK"

Concatenate Student Names, cont'd

(GRAD-420) 2020-Grad Cohort-4th Year Status Report

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

2. In Text 2 field enter a comma and a space (quotes will 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"

Concatenate Student Names, cont'd

(GRAD-420) 2020-Grad Cohort-4th Year Status Report

H8   =CONCATENATE(E8,", ",F8," ",G8)

	A	B	C	D	E	F	G	H	I
1	SSID	RPT DEST IRN	ERR SEV CODE	EmisID	Last Name	First Name	Middle Name	Full Name	LEVEL 2 REC TYPE CODE
2	BB8202840	40404	I	EmisID	Last	First	Middle	Last, First Middle	GRAD-420
3	BB8202840	40404	I	EmisID	Last	First	Middle	Last, First Middle	GRAD-420
4	BF0486042	40404	I	EmisID	Last	First	Middle	Last, First Middle	GRAD-420
5	BN6002486	40404	I	Not Available	Not Available	Not Available	Not Available	Not Available, Not Available Not Available	GRAD-420
6	BP4800864	40404	I	EmisID	Last	First	Middle	Last, First Middle	GRAD-420
7	BR8404826	40404	I	EmisID	Last	First	Middle	Last, First Middle	GRAD-420
8	BT8888684	40404	I	EmisID	Last	First	Middle	Last, First Middle	GRAD-420
9	BX2244662	40404	I	EmisID	Last	First	Middle		GRAD-420
10	DD8000288	40404	I	EmisID					GRAD-420
11	DF6046228	40404	I	EmisID					GRAD-420
12	DF8824242	40404	I	EmisID					GRAD-420
13	DH4244202	40404	I	EmisID	Last	First	Middle		GRAD-420

Double click or drag down to populate cells below

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Pathway File Needing Names

2020_GRAD_Cohort-EOC-Path-Req-Stat_2020XXXX.xls

1. Sort the file by SSID

2. Highlight column H then right click and select "Insert" to create a new blank column H. Add "Full Name" to the new column
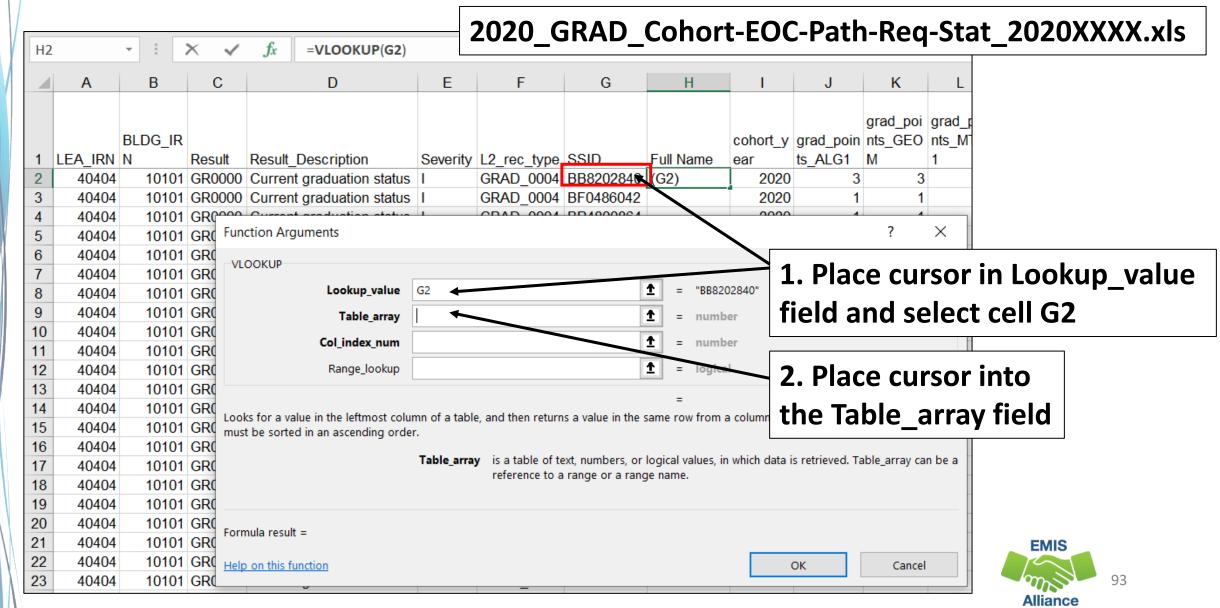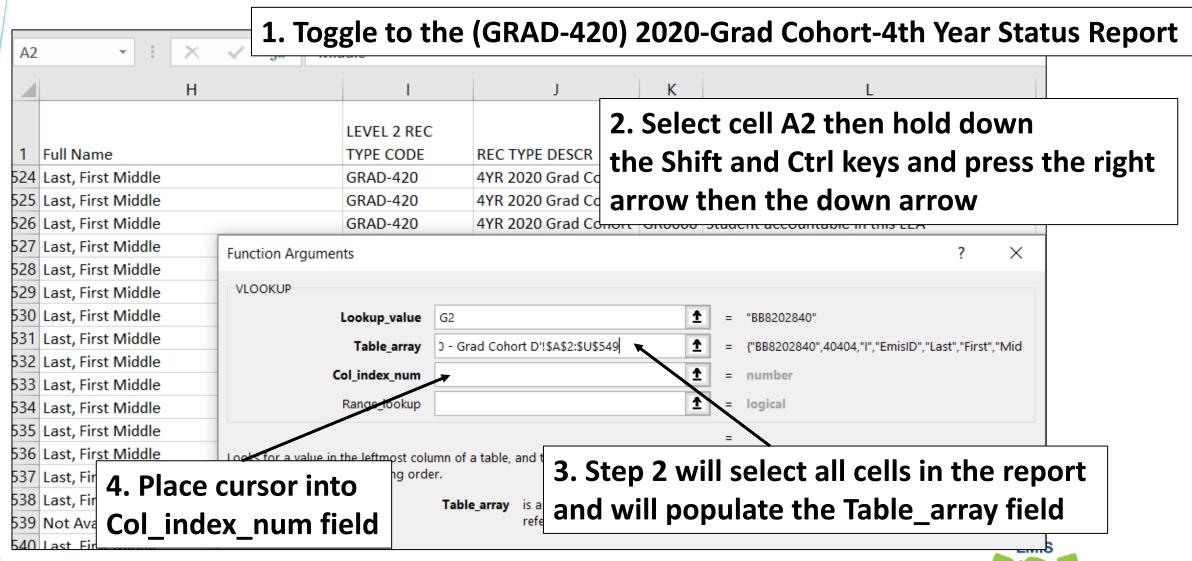
Building a VLOOKUP Function

- To build the VLOOKUP Function, we need
  - The value to lookup, SSID from (GRAD-420) 2020 – Grad Cohort Report)
  - The range of cells on the (GRAD-420) 2020 – Grad Cohort Report, to find the values
  - The column number within the selected range that contains the value to return from the (GRAD-420) 2020 – Grad Cohort Report
  - Exact Match (FALSE)
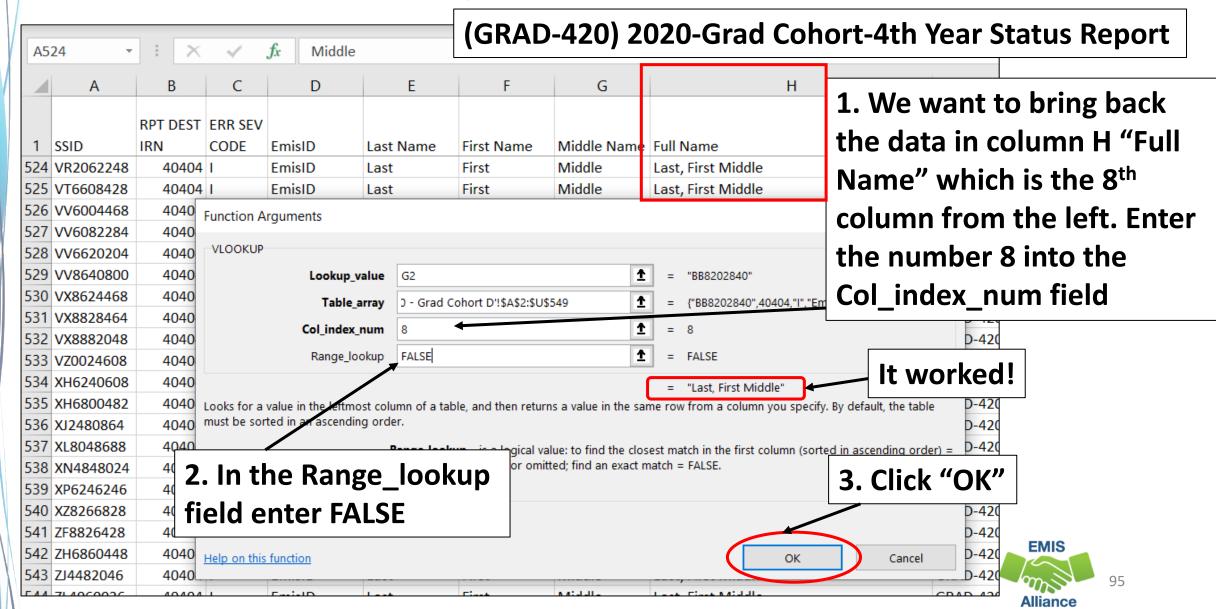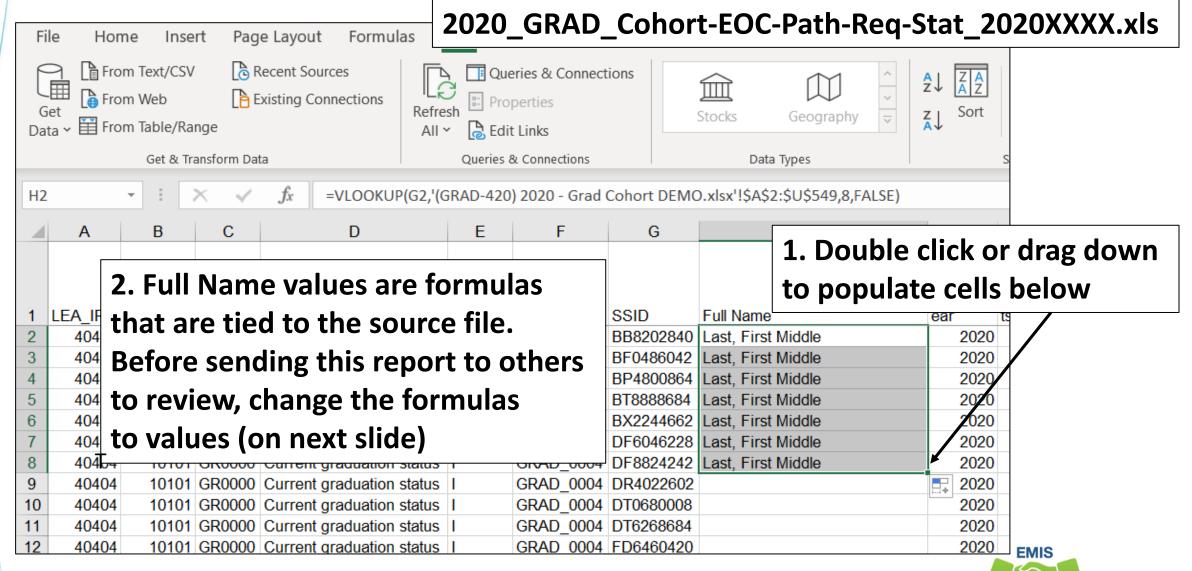- The next series of slides will demonstrate the VLOOKUP function using the VLOOKUP Wizard

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VLOOKUP Wizard

2020_GRAD_Cohort-EOC-Path-Req-Stat_2020XXXX.xls

Place cursor into cell H2 then click on the function icon.
Search for or choose VLOOKUP and click "OK"

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VLOOKUP WIZARD, cont'd

2020_GRAD_Cohort-EOC-Path-Req-Stat_2020XXXX.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-420) 2020-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 cells in the report and will populate the Table_array field

4. Place cursor into Col_index_num field

VLOOKUP WIZARD, cont'd

(GRAD-420) 2020-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

2. In the Range_lookup field enter FALSE

It worked!

3. Click "OK"

VLOOKUP WIZARD, cont'd

2020_GRAD_Cohort-EOC-Path-Req-Stat_2020XXXX.xls

1. Double click or drag down to populate cells below

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 (on next slide)

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

2020 Graduation Cohort Pathway Reports

- Three pathway reports and two assessment detail reports
  - All five reports contain the same students (could be sorted differently)
  - Updated about once a month beginning in late spring of the cohort graduation year and through the end of the graduate collection
  - 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
  - Report all assessments to EMIS and the highest graduation points will be used

2020 Graduation Cohort Pathway Reports, cont'd

- Ohio's State Test Pathway
  - 2020_GRAD_Cohort-EOC-Path-Req-Stat_2020XXXX.xls
  - 2020_GRAD_Cohort-EOC-Asmnt-Detail_2020XXXX.xls
  - 2020_GRAD_Cohort-Non-EOC-Pts-Detail_2020XXXX.xls
- College and career readiness tests pathway
  - 2020_GRAD_Cohort_SAT-ACT_Path_Req_stat_2020XXXX.xls
- Industry-recognized credential and score on workforce readiness test pathway
  - 2020_GRAD_Cohort_WK-IndCred_Path_Req_stat_2020XXXX.xls

End of Course Reports Update for FY20

End of Course (Ohio's State Test) reports
- Contain all EOC records reported for each student in the 2020 cohort, as well as any substitutes
- Review to ensure reporting accuracy, but the final pathway determination may not be accurate based on 2020 cohort graduation requirements and flexibility
- Verify data is accurately reported, but do not rely only on the pathway report for graduation purposes
- Students with transfer credits (EOC with SNR = Y) are included in the report but their final pathway determination is missing

2020_GRAD_Cohort-EOC-Path-Req-Stat_2020XXX.xls

Result, Result Description, Severity, and L2_rec_type columns currently contain default values

Report is by cohort and contains one row per student

	A	B	C	D	E	F	G	H	I
	LEA_IRN	BLDG_IRN	Result	Result_Description	Severity	L2_rec_type	SSID	Full Name	cohort_year
	40404	10101	GR0000	Current graduation status	I	GRAD_0004	BB8202840	Last, First Middle	2020
	40404	10101	GR0000	Current graduation status	I	GRAD_0004	BF0486042	Last, First Middle	2020
	40404	10101	GR0000	Current graduation status	I	GRAD_0004	BP4800864	Last, First Middle	2020
	40404	10101	GR0000	Current graduation status	I	GRAD_0004	BT8888684	Last, First Middle	2020
	40404	10101	GR0000	Current graduation status	I	GRAD_0004	BX2244662	Last, First Middle	2020
	40404	10101	GR0000	Current graduation status	I	GRAD_0004	DF6046228	Last, First Middle	2020

Graduation Points

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

	H	I	J	K	L	M	N	O	P	Q	R
	Full Name	cohort_year	grad_points_ALG1	grad_points_GEOM	grad_points_MTH1	grad_points_MTH2	grad_points_ELA1	grad_points_ELA2	grad_points_HIST	grad_points_GOVM	grad_points_BIOL
	Last, First Middle	2020	3	3			3	2	3	3	3
	Last, First Middle	2020	1	1	2	1	2	1	2	2	1
	Last, First Middle	2020	1	1			3	2	2	3	2
	Last, First Middle	2020	3	2			3	3	3	3	3
	Last, First Middle	2020	3	2			2	2	3	3	3
	Last, First Middle						3	3	5	3	3

Values will be blank when the student has no points in an assessment area

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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_p oints_MATH	total_grad_poi nts_SS_SCI	total_grad_point s_GE_M2_ELA2	total_grad_ points
5	6	9		20
3	3	5		11
5	2	7		14
6	5	9		20
4	5	9		18
6	4	11		21

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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

These student met the pathway

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2020 GRAD Cohort EOC Asmnt Detail

Contains EOC assessment data by subject

- Assessments that were 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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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_E OC_ALG1	grad_points_E OC_ALG1	score_date_E OC_ALG1	req_test_type_ EOC_ALG1	max_score_E OC_GEOM	grad_points_E OC_GEOM	score_date_E OC_GEOM	req_test_type_ EOC_GEOM
	716	3	Apr-17	STR	710	3	Apr-18	STR
	668	1	Dec-19	STR	653	1	Dec-19	STR
	701	3	Dec-18	STR	679	2	Apr-19	STR
	706	3	Dec-18	STR	682	2	Apr-19	STR
	679	1	Apr-19	STR	652	1	Apr-19	STR
	683	2	Dec-18	STR	693	2	Apr-18	STR
	698	2	Apr-18	STR	653	1	Dec-19	STR
					709	3	Dec-18	STR

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2020 GRAD Cohort Non EOC Pts Detail

Contains data from EOC substitute tests and graduation exemptions

- Highest score and graduation points earned
- Substitute tests included on the report
  - EOC assessments reported for courses taken prior to EOCs being available (SNR = W)
  - EOC assessments reported for College Credit Plus (SNR = X)
  - EOC assessments reported for courses completed out of state or while being homeschooled (SNR = Y)
  - EOC Assessments reported for alternative non-public school EOC Assessments prior to public district enrollment (SNR = 2)
  - AP or IB exams reported

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2020 GRAD Cohort Non EOC Pts Detail, 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

2020 GRAD Cohort Non EOC Pts Detail, 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

Non-EOC Points Detail

AP and IB test data

EOC records reported for CCP Courses

EOC records reported for courses taken prior to EOC availability

Non-Public transfer assessments

	I	J	K	L	M	N	O	P	Q	R	S	T
	FE_Exempt_date	max_AP_IB_points_HIST	AP_IB_area_4_HIST	AP_IB_score_date_HIST	CCP_points_HIST	CCP_date_HIST	NONPUB_points_HIST	NONPUB_date_HIST	EOC_not_avail_points_HIST	FE_Exempt_HIST	non_pub_transfer_HIST	max_alternate_grad_points_HIST
		1	AP33	May-18							Do Not Use	1
	4/28/2020									Y	Do Not Use	3
											Do Not Use	
	5/8/2020									Y	Do Not Use	3
	9/4/2019									Y	Do Not Use	3
											Do Not Use	
											Do Not Use	
		3	AP33	May-18							Do Not Use	3

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

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College and Career Readiness Tests Pathway

2020_GRAD_Cohort_SAT-ACT_Path_Req_stat_2020XXX.xls

- Contains highest score earned across all administrations of the ACT or SAT
- Scores must come from either the ACT or the SAT and cannot be a combination between both tests
- 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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SAT ACT Pathway Reports Update

SAT/ACT Reports
- Contain all SAT/ACT records reported for each student in the 2020 cohort
- Should be reviewed to ensure reporting accuracy and completeness
- Reports are reflective of current graduation requirements to meet the SAT/ACT college ready pathway
- For additional information on scores and timelines go to http://education.ohio.gov/Topics/Ohio-s-Graduation-Requirements/College-and-Career-Readiness-Test

2020 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	J	K	L	M	N	O	P	Q	R
	ACT_score_M	ACT_remed_free_M	ACT_M_date	ACT_score_R	ACT_remed_free_R	ACT_R_date	ACT_score_ENG	ACT_remed_free_ENG	ACT_ENG_date	ACT_remed_free
		NO			NO			NO		NO
		NO	Feb-19		NO	Feb-19		NO	Feb-19	NO
	17	NO	Mar-19	21	NO	Mar-19	14	NO	Mar-19	NO
	23	YES	Feb-19	29	YES	Feb-19	28	YES	Feb-19	YES
	14	NO	Mar-19	22	YES	Mar-19	17	NO	Mar-19	NO
	15	NO	Feb-19	18	NO	Feb-19	17	NO	Feb-19	NO

2020 GRAD Cohort SAT ACT Path Req Stat

- This is a section of the report that contains SAT data and pathway values
- 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
	NO			NO			NO		NO	NO
	NO	4/1/2019 0:00		NO	4/1/2019 0:00		NO		NO	NO
	NO			NO			NO		NO	NO
	NO			NO			NO		NO	NO
	NO			NO			NO		NO	NO
	NO			NO			NO		NO	YES

Industry Credential and Workkeys Pathway Update

- Contains all Workkeys/Credential records reported for each student in the 2020 cohort
- Review to ensure reporting accuracy
- Be sure to report all assessment scores received
- Reports are reflective of current graduation requirements to meet this pathway
- For more information on this graduation pathway including graduation flexibility, go to http://education.ohio.gov/Topics/Ohio-s-Graduation-Requirements/Industry-Recognized-Credentials

2020 GRAD Cohort WK IndCred Path Req Stat

- Contains the highest score from the Workkeys assessment
- Contains Industry Credentials earned
- Student must meet remediation free score of 13 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

2020_GRAD_Cohort_WK-IndCred_Path_Req_stat

WorkKeys Version 1

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			NO			NO		NO
	NO			NO			NO		NO
	NO			NO			NO		NO

WorkKeys Version 2

Totals for both versions

S	T	U	V	W	X	Y	Z	AA	AB	AC	AD	AE
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
3	YES	Jan-20	3	YES	Jan-20	4	YES	Jan-20	NO	NO		10
	NO			NO			NO		NO	NO		
	NO			NO			NO		NO	NO		

Industry Credentials

Pathway Met

AF	AG	AH	AI	AJ	AK	AL	AM	AN	AO	AP	AQ	AR	AS	AT
cred_pts_Hosp_tour	cred_pts_Ag	cred_pts_Art	cred_pts_Bus_fin	cred_pts_Const	cred_pts_Edu	cred_pts_Engnr	cred_pts_Hlth	cred_pts_Hum_svcs	cred_pts_IT	cred_pts_Law	cred_pts_Man	cred_pts_Trans	Cred_points_met	cred_work_req_met
				4									NO	NO
2	2	2	2	2	2	2	2	2	2	12	2	2	YES	NO
			9					9					NO	NO

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 2020 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?

Summary

- FY20 Graduation reporting closes October 16, 2020 and will be followed by an appeal period that begins October 19, 2020 through October 30, 2020

- 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

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 2020
- If you have questions about graduation requirements
  - call (614) 466-1317
  - email to gradrequirements@education.ohio.gov

Questions?