Troubleshooting FTE Reports



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The Ohio Department of Education funds development of EMIS training materials as part of the EMIS Alliance grant. There is an expectation that ITCs will utilize these materials in training provided to your districts. That said, there are restrictions on use of the EMIS Alliance materials as follows: Materials developed as part of the EMIS Alliance program must be provided at no cost to your training participants. If you utilize the EMIS Alliance training materials – in whole or in part – you must not charge participants a fee to attend the class where the materials are used. Likewise, you may not use the materials or any portion thereof in any event where a fee is charged to attend. Exceptions must be approved in writing by the Department of Education in advance of scheduling/promoting any event which may violate these restrictions.

Questions regarding appropriate use of EMIS Alliance materials, or requests for exception to the restrictions noted above, should be directed to Melissa Hennon [Melissa.Hennon@education.ohio.gov].



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Overview

- FTE Reports
 - generated using EMIS data from traditional districts, JVSDs, ESCs, community schools and STEM districts
 - contain student annualized full-time equivalent enrollment (FTE) figures
 - cross-checked against EMIS data from other local education agencies (LEAs)
 - contain adjustments to FTEs
- This presentation will focus on troubleshooting the FTE Reports in order to resolve data reporting issues and verify data for accuracy and completeness



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Outline

- FTE Level 2 Reports
- Accessing and Preparing Data Collector FTE Reports
- Troubleshooting the FTE Adjustment Report
- Understanding the FTE Detail Report
- Reviewing FTE Summary Reports
- Understanding FTE Daily Summary Reports
- Understanding the New FTE Summary Reports



FTE Level 2 Reports



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FTE Level 2 Reports

- (FTED-001) FTE Detail
 - Recently updated with additional columns (adjusted gifted FTE, adjusted enrolled ADM CTE FTE, Enrolled ADM Adjusted Base FTE, and EL Funding Category)
- (FTED-003) FTE Adjustments (includes less Result Codes)
- (FTED-006) Partial Enrollment Funded Gifted Students *New*
- (FTES-001) FTE Total by Fund Pattern
- (FTES-002) FTE Total by Student and Fund Pattern
- (FTES-003) FTE Total by Student
- (FTES-004) FTE Summary of Students with Adjustments



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FTE Level 2 Reports, cont'd

- (FTES-005) FTE Daily Summary Report Students District is Educating*
- (FTES-006) FTE Daily Summary Report Students Initially Funded at District*
- (FTES-007) FTE Daily Summary Report Transfers*
 - *Daily Summary Reports are pending release
- (FTES-008) Enrolled ADM FTE Summary New
- (FTES-009) FTE Subgroup Summary Non-Transfers New
- (FTES-010) FTE Subgroup Summary Transfers New
- EMIS Change 22-97 New Report of students attending elsewhere
 - This report is pending release



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Accessing and Preparing Data Collector FTE Reports



FTE Reports

- Traditional, JVSDs, and ESCs
 - Beginning of Year Student collection
 - Midyear Student collection
 - End of Year Student collection
- Community schools and STEM districts
 - SOES Beginning of Year Student collection
 - SOES End of Year Student collection
- Collections must be processed by ODE for reports to be generated
- FTE Reports use data from the Calendar collections and can also use data from the Staff and Course collections



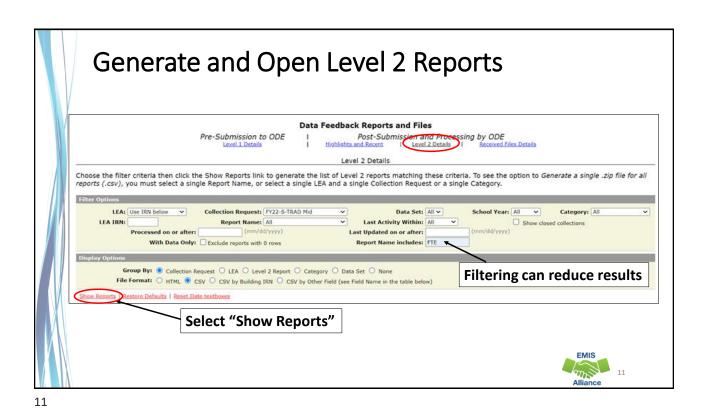
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Level 2 Reports

FTE Reports are available in the Level 2 Reports link

```
Midyear Student Collection (FY22)
FY22-S-TRAD Mid: Collection required for all Traditional Districts. JVSDs. ESCs. and State Supported Schools. Source file(s) for GL. FS. FD. FB. FN. G.,
            Submissions: January 03, 2022 - April 29, 2022 (72 days till close)
                                                                                                                           From ODE: Level 2 Reports
                 Version: 4
                  Status: The collection was submitted February 11, 2022 at 11:16:24 AM by
     Submission Status: Processing Completed (February 11, 2022 at 11:16:41 AM)
   Submission Number: 8 (attempt 1)
                Actions: Start Collection
Add New Scheduled Collection
Set Default Collection properties
                                                                                                                    Prepare Outputs: Level 1 Validations
View submission 8 Data
SOES End of Year Student Collection (FY22)
FY22-S-SOES Final: Collection required for all Community Schools. Source file(s) for GI, FS, FB, FD, FN, FE, FC, FL, FP, FT, GD, GE, GG, GJ, and GQ st... 🜗
            Submissions: January 03, 2022 - July 13, 2022 (147 days till close)
                                                                                                                         From ODE: Level 2 Reports
                  Status: The collection was submitted January 28, 2022 at 01:58:19 PM by
     Submission Status: Processing Completed (January 28, 2022 at 01:58:21 PM)
   Submission Number: 3 (attempt 1)
                 Actions: Start Collection
Add New Scheduled Collection
Set Default Collection properties
                                                                                                                   Prepare Outputs: View submission 3 Data
                                                                                                                                                          EMIS
```



Generate and Open Level 2 Reports, cont'd Fatal Critical Warn Info Total Category ollection Request / Report Name ▼ Midyear Student Collection (FY22) (2022S2TRD) (FTED-001) FTE Detail 0 8406 8641 Funding Reports 03/30/22 17:16 03/31/22 03:47 18 Unknown Help (FTED-003) FTE Adjustments 414 Funding Reports 03/30/22 17:16 03/31/22 03:49 18 Unknown 53 Funding Reports 03/29/22 17:16 03/27/22 03:52 18 Unknown (FTES-001) FTE Total by Fund Pattern Help 0 03/30/22 17:16 03/31/22 03:47 18 Unknown 11 Funding Reports (FTES-002) FTE Total by Help 03/30/22 17:16 03/31/22 03:47 18 Unknown 0 7803 7803 Funding Reports Help 03/30/22 17:16 (FTES-003) FTE Total by Student 0 7613 7613 Funding Reports 03/31/22 03:47 18 Unknown (FTES-004) FTE Summary of Help 0 0 0 231 231 Funding Reports 03/30/22 17:16 03/30/22 04:09 18 Unknown Help 4 Funding Reports 03/29/22 17:16 03/31/22 03:37 18 Unknown (FTES-009) FTE Subgroup Help 0 0 1 1 Funding Reports 03/29/22 17:16 03/31/22 03:37 18 Unknown Help 03/29/22 17:16 03/30/22 03:59 18 Unknown Select individual reports Export report information to a .csv file or "Generate a single .zip **EMIS** file for all reports"

Level 2 Report Dates

- Process date when ODE successfully processed the data used in the report for the entire state
- Last Updated date when report was updated with data that added, changed or removed rows. If no rows changed then the date remains unchanged
- Submission when LEA submitted data

					(Total Co	unt: 10
Category	Data Set	Field Name	Process Date	Last Upd Date	Submission	Help Page
					(Count: 10)	
Funding Reports	s		03/30/22 17:16	03/31/22 03:47	18 Unknown	Help
Funding Reports	S		03/30/22 17:16	03/31/22 03:49	18 Unknown	Help
Funding Reports	s		03/29/22 17:16	03/27/22 03:52	18 Unknown	Help
Funding Reports	s		03/30/22 17:16	03/31/22 03:47	18 Unknown	Help



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FTE Report Error Categories

Fatal	Critical	Warn	Info	Total
136	99	0	8406	8641
1	180	227	6	414
0	0	0	53	<u>53</u>
0	0	0	11	11
0	0	0	7803	7803
0	0	0	<u>7613</u>	<u>7613</u>

Fatal rows are those where the Adjusted FTE is zero or where the Fund Pattern Code indicates that this is a non-fundable student

Critical rows are those where the Adjusted FTE is greater than zero, but less than the Original FTE

All other rows are classified as warning or informational

It is recommended to view the entire report and not just focus on errors



Troubleshooting the FTE Adjustment Report



Open and Prepare the FTE Adjustment Report



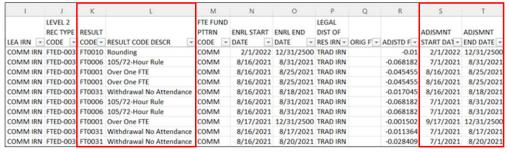
- Select Header Row and Wrap Text
- Freeze Top Row
- Justify column width
- Apply Filters
- Better yet, use a macro!



FTE Adjustment Report

Subset of the FTE Detail Report

- Contains students who have an adjusted FTE
- Result Codes and descriptions indicate an issue causing an adjustment
- Adjustment start and end dates help to identify the timeframe of the adjustment



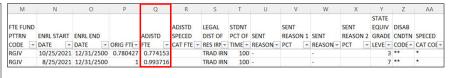


FTE Adjustments and FTE Detail

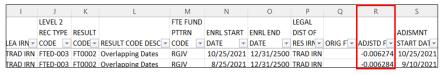
Review the FTE Adjustment Report and FTE Detail Report together to see the complete picture for a specific student

- FTE Detail Report contains the FTE that will be funded "ADJSTD FTE"
- FTE Adjustment Report contains the amount being adjusted "ADJSTD FTE"

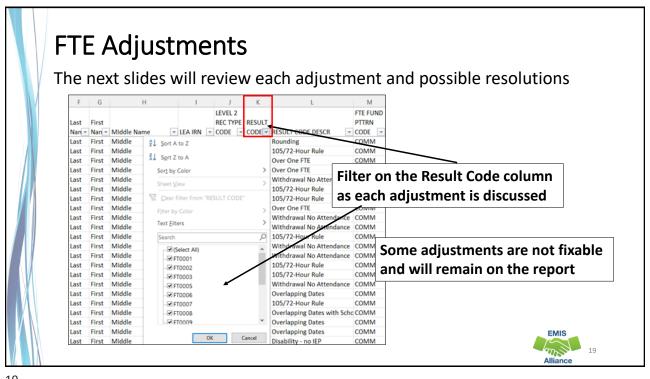
FTE Detail Report ADJSTD FTE is the amount of FTE generated



FTE Adjustment Report ADJSTD FTE is the amount of FTE that is reduced







Adjustment Over One FTE

Filter on FTE Adjustment Result Code FT0001 (Warning)

- When multiple districts report enrollment for a student (subsequent enrollment) and there are no overlapping enrollment dates, if the total FTE is greater than one, an adjustment is made to the student's FTE for the district reporting the latest enrollment date
- Review data in ODDEX SOES, Records, and SCR for enrollment dates
- Note that districts cannot see how much of a student's total FTE that has been used by each entity



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Over One FTE Example

A full-time student is enrolled at district A from the start of their school year, then withdraws and subsequently enrolls at district B

- District A: based on enrollment dates will receive part of the student's one FTE for the school year
- District B: based on enrollment dates will receive no more than the remainder of the student's one FTE for the school year
- A district can "use-up" a disproportionate amount of the student's one FTE prior to enrolling at a subsequent district
- An adjustment will be made to district B's FTE in the case where the enrollment periods are generating more than one FTE



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Over One FTE Example, cont'd

This adjustment can also occur within the same district

- Student is enrolled in Building A, then leaves Building A to attend Building B
- Building A's calendar has a different start and/or end dates than Building B's calendar
- This situation could generate an FT0001 adjustment
- Verify that enrollment and calendar data
 - If incorrect, make corrections
 - If correct, then ignore the adjustment



Adjustment Overlapping Dates

Filter on FTE Adjustment Result Code FT0002 (Warning, Critical or Fatal depending on amount of adjustment)

- Occurs when a student is enrolled in two districts at the same time (invalid concurrent enrollment) or when How Received or Sent To codes are being reported incorrectly
- For days that overlap, the student's percent of time is set to zero and the FTE is recalculated
- Review data in ODDEX SOES, SCR, and Records for overlapping enrollment dates or incorrect coding, and work with the other LEA to resolve the issue



Overlapping Dates Example

Student was enrolled at district A from August 12 to March 23. Then enrolled at district B on March 18, which created a 5 day overlap in enrollment

- For the 5 overlapping days, neither district will be funded and both districts will see an adjustment to their FTE
- FTEs for both entities are reduced for the span of the overlap; correcting this overlap will adjust the FTE values to fund the student for the appropriate amount of time



Adjustment Percent of Time on Overlapping Dates

Filter on FTE Adjustment Result Code FT0003 (Critical)

- Occurs when a student is enrolled at multiple entities and the percent of time exceeds 100% (valid concurrent enrollment)
- An adjustment is made for the excess percent of time reported
- The percent of time will be reduced at the reporting entities for the portion that exceeds 100%
- Often occurs when there are changes to enrollments between districts and JVSD's at the change of the course term
- Look in ODDEX Records and SCR for the percent of time reported by each entity; consult the other LEA to reconcile the data



Percent of Time on Overlapping Dates Example

Student was reported by the resident district and the JVSD as educating the student at the same time; the JVSD reports the student as 20% of time, while the sending district reports the student as 86% of time

- Both entities will see an adjustment to the student's FTE for the excess percent of time, that brings the student's total funded FTE to one
- In this example one or both entities should adjust their percent of time so that it does not exceed 100%



Adjustment Disability Not Funded

Filter on FTE Adjustment Result Code FT0005 (Critical)

- Occurs when a student with a disability is reported without an active IEP in place
- Impacts special education weighted funding and not the base FTE
- JVSDs and ESCs are dependent on the District of Residence or sending district to report the special education events
- Be sure all students with disabilities have active IEPs in place that are reported to EMIS
- Report an NIEP special education event if the situation qualifies



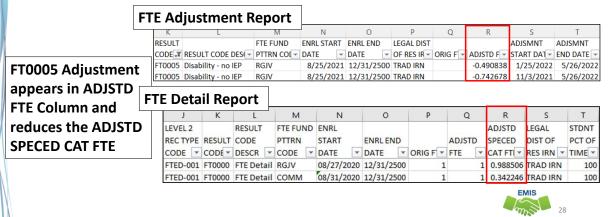
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Adjustment Disability Not Funded, cont'd

Filter on FTE Adjustment Result Code FT0005 (Critical)

Impacts special education weighted funding and not the base FTE



Adjustment Student 22 or older

Filter on FTE Adjustment Result Code FT0007 (Warning)

- If a student is age 22 or older on the effective start date, admission date, or school year start date (whichever is later), the student is not eligible to be funded
- An FTE adjustment will occur that reduces the FTE for the student to zero
- Verify the student's age and enrollment dates
- If the data is accurate, the error is informational, and no FTE will be generated for this student



Adjustment Negative FTE Adjustment

Filter on FTE Adjustment Result Code FT0009 (Informational)

- When multiple FTE adjustments for a student result in a negative total FTE, an adjustment is generated that brings the total FTE to zero
- If the student data is being reported correctly, this adjustment is informational
- Example: A student has more than one flag. There may be two adjustments for -1 and then a Negative FTE adjustment of 1 to bring the total FTE to zero. The Negative FTE adjustment is always a positive value as it brings a negative FTE to zero.



Adjustment Rounding

Filter on FTE Adjustment Result Code FT0010 (Informational)

- Student FTEs are generated using six decimal places; the data is rounded to two decimal places for payments
- When the result is an FTE greater than one, an adjustment is created that brings the FTE down to one
- Typically, the adjustment is very small
- If the student data is being reported correctly, this adjustment is informational



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Adjustment Preschooler at DOR and ESC

Filter on FTE Adjustment Result Code FT0013 and FT00014 (Informational)

- FT0013 Adjustment for ODE Override Preschool student is attending both Resident District and ESC, percent reduction or FTE reduction
- FT0014 Adjustment for preschoolers who attend both the Resident District and the ESC AND there are DN records from both indicating that funds should be transferred to the ESC
- Corrects the transferred amount for this shared situation
- Used only when the DOR is reporting Sent to ES



Adjustment Scholarship Program

Filter on FTE Adjustment Result Code FT0030 (Warning, **Critical or Fatal depending on amount of adjustment)**

- Adjustment for overlapping dates with scholarship program
- The adjustment report will show an FTE Fund Pattern Code of a scholarship situation and the LEA Type will be SCHLRSHP
- Districts may need to contact the scholarship program to resolve the issue. If the issue cannot be resolved, then submit an EMIS helpdesk ticket



Adjustment Withdrawal No Attendance

Filter on FTE Adjustment Result Code FT0031 (Warning)

- Occurs when a student is withdrawn during the school year with no attending hours
- Not applicable to students withdrawn with a code of 81 Student Reported in Error
- Verify the student's withdrawal situation and attendance are correct
- Remember that a newly enrolled student cannot be absent before they attend at least one day



Adjustment Not Eligible for Funding Filter on FTE Adjustment Result Code FT0032 (Warning)

- Adjustment occurs when the student is not eligible for funding
 - Most common occurrence is for a preschool student without a disability which will result in a Fund Pattern Code that is non-fundable (NFRG)
 - Could occur when a student is incorrectly coded which will result in a Fund Pattern Code that is non-fundable (NFER)
 - Can occur when a student is court/foster placed from out of state (DOR = 999999)
- Verify that preschool students with this adjustment do not have a disability
- If student is school-aged, use ODDEX Records to verify the student's Student Standing (FS) coding is correct between LEAs



Adjustment JVSD Students Grade 5 and Below

Filter on FTE Adjustment Result Code FT0033 (Fatal)

- New FTE adjustment (FT0033) for JVSD students in grades 5 and below
- Can also appear as an adjustment for district of residence/sending district
- Verify the student's grade level and if grade 5 or below, the adjustment should be ignored
- Preschool students at a JVSD will only generate the FT0033 adjustment if the student does not have a disability
 - Otherwise, the student will generate FTE....fund pattern will be PSNR



Adjustment Board of Developmental Disabilities

Resident districts sending students to a Board of Developmental Disabilities (BDD) must report the Sent to Reason of MR. BDDs also submit data to ODE that is compared to data submitted to EMIS by districts. An FTE adjustment may result if the district and BDD data do not match.

- If both entities are reporting that they are educating, the "over 1 FTE" adjustment would apply (FT0001)
- In situations where student is being educated part-time at BDD and part-time at JVS or traditional district, if total percent of time adds up to more than 100%, the "percent of time on overlapping dates" adjustment would apply (FT0003)



FTE Adjustments Community School Students

- While the previous adjustments could occur with any student, the following adjustments only occur with community school students
- Community school student adjustments will no longer appear on the district of residence FTE Reports
- These students will appear on a new report for districts of residence



Adjustment E-School Cap

Filter on FTE Adjustment Result Code FT0004 (Warning)

- Total funding e-schools receive is capped based on the prior year's enrollment, and the cap amount could vary from school to school and from year to year
- If the e-school reports FTEs in excess of their cap amount, then the FTE for each student is reduced to bring the school's total FTE back to their capped amount
- This adjustment does not impact special education weighted funding
- This adjustment is made after any other adjustments have already been made to the student FTEs



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Adjustment 72 Hour Rule

Filter on FTE Adjustment Result Code FT0006 (Warning)

- When a student is reported with a Withdrawal Reason of 76 (72 hours of continuous unexcused absences) along with zero excused absences and zero days of attendance, the student's FTE will be set to zero
- Verify that the student was withdrawn with a code of 76 and that the student had no attending days or excused absences
- If the data is accurate, the error is informational, and no FTE will be generated for this student



Adjustment Age 5 KG No Early Entrance Policy Adjustment

Filter on FTE Adjustment Result Code FT0008 (Critical)

- Adjustment for kindergarten students at community schools who are under the age of 5 on the date by which a student must be 5 years old in order to enroll and the community school has no early entrance policy reported
- Verify the student's age
- Check the Organization General Information (DN) Record
 - C STUEEPOL Student early entrance policy flag (Yes or No)
 - STUKGBRDAY Date student is required to be 5 years old to be admitted into kindergarten (August 1 or September 30)



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Adjustment ODE Override Reduction FTE Review Percent or Amount Reduction

Filter on FTE Adjustment Result Codes FT0011 and FT0012 (Informational)

- Adjustment applied to individual students after a community school FTE review by an Area Coordinator
- Primarily for ODE purposes regarding how the adjustment was applied; a percentage of the school's FTE across all students, or a reduction for an individual student



Adjustment CS Invalid Grade Level

Filter on FTE Adjustment Result Code FT0021 (Fatal)

- For community school students who are reported with a grade level for which the community school has not been approved
- Verify that the student grade level is being reported correctly
- If the data is correct, then the adjustment is informational



Adjustment ODE Override Adjustment

Filter on FTE Adjustment Result Code FT0023 and FT0024 (Informational)

- FT0023 percent reduction due to Open/Close dates
- FT0024 FTE reduction due to Open/Close dates
 - Pertains to community schools and is not a common occurrence
 - This adjustment backs out all or part of student FTEs when a community school
 - · closed but never withdrew the students
 - never opened but had reported some enrollment
 - didn't have enough enrollment to be eligible for funding until a specific date sometime after the school year had been set to start



Future FTE Adjustment

The 30-Day Adjustment is for situations where a student is not reported to EMIS through the Student Cross Reference Collection within 30 days of enrollment or withdrawal

- The district will only be funded for the 30-day window and will not be funded for any days beyond the 30 days when the enrollment or withdrawal is not reported
- It is very important to submit the Student Cross Reference Collection frequently and regularly to avoid the 30-day adjustment if or when it is turned on.



Quick Check

The FTE Adjustment Report contains codes that indicate an adjustment to a student's FTE. Some codes indicate situations that could be corrected which can result in an increased FTE. Some situations cannot be corrected.

- Are any adjustments correctable?
- Some adjustments can occur based on another reporting entity's data. Do you need to contact another LEA?
- FTE Adjustment Reports should be checked regularly and frequently even when your data hasn't changed.

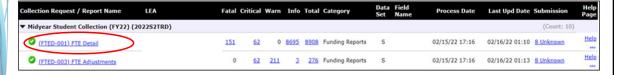


Understanding the FTE Detail Report



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Prepare the FTE Detail Report



- Select Header Row and Wrap Text
- Freeze Top Row
- Justify column width
- Apply Filters
- Better yet, use your macro!



FTE Detail Report

Contains student FTE data with related EMIS data

- All FTE Detail Report data should be reviewed for accuracy
- Data issues can exist that do not generate errors
 - When a student has no FTE adjustment, their base FTE, weighted funding elements, or other data could still be incorrect
- In the upcoming slides we will discuss the data elements contained in the report and suggest ways to verify the data
- We will also briefly discuss the (FTED-006) Partial Enrollment Funded Gifted Report in this section



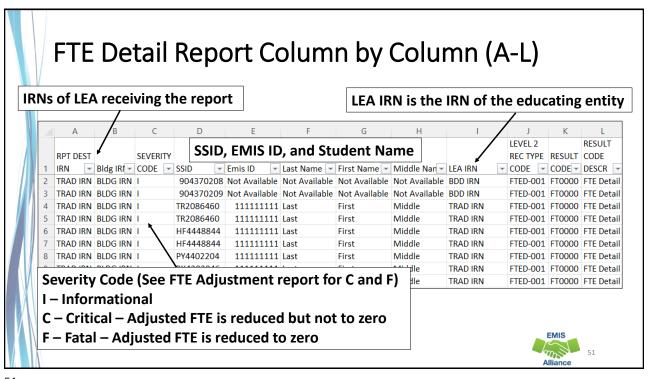
FTE Report Row by Row

Students can have multiple dated rows on the FTE Reports because of changes to their EMIS data

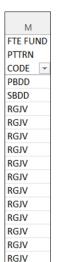
- Additional rows for a student can be generated for changes such as.
 - Enrollment
 - · Weighted factors
 - · Attending situation
 - Calendar
 - Grade level
 - · Building
- A Base FTE is calculated for each row of data that contains a specific start and end date (see Columns N and O), and an FTE Fund Pattern Code is assigned to each row
- FTE Adjustments can be made to any specific row of data

N	0
ENRL START	ENRL END
DATE	DATE
11/29/2021	12/31/2500
8/17/2021	12/31/2500
10/27/2021	12/31/2500
8/18/2021	10/26/2021
10/18/2021	12/31/2500
8/18/2021	10/17/2021
8/18/2021	12/31/2500
8/18/2021	12/31/2500
8/18/2021	12/31/2500
8/18/2021	12/31/2500
8/18/2021	12/31/2500
9/20/2021	12/31/2500
8/18/2021	9/19/2021
8/18/2021	12/31/2500
8/18/2021	12/31/2500
8/18/2021	12/31/2500
8/18/2021	12/31/2500





FTE Fund Pattern Codes – Column M



- EMIS data as reported or as derived are used in determining the FTE Fund Pattern Code which indicates the flow of funding for that specific row of data
 - Another LEAs data can be used for students appearing on your report
- It is possible for one student to have more than one FTE Fund Pattern Code assignment when that student has multiple rows
- With recent changes to the funding model, certain situations allow funding to flow directly to the educating entity, some FTE Fund Pattern Codes may no longer appear on your report such as open enrolled out students



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DOR and Inclusion Codes – Columns V and AG



- FULL The full FTE is included in the ADM of the district receiving the report
- PART A portion of the FTE is included in the ADM of the district receiving the report (Resident Student at JVS)
- NONE None of the FTE is included in the ADM of the district receiving the report
 - Example SPCO Special Education Cooperative Student
 - SPCO FULL at District of Residence (Column V)
 - SPCO NONE at Educating Entity (LEA IRN Column I)



Base (aka Original) FTE and Adjusted FTE

- The Adjusted FTE will be the Base (ORIG) FTE minus adjustments from the FTE Adjustment Report
- The Adjusted Special Education CAT FTE will indicate state weighted FTEs for students with disabilities minus any FT0005 Adjustments from the FTE Adjustment Report

N	0	Р	Q	R
				ADJSTD
ENRL START	ENRL END		ADJSTD	SPECED
DATE	DATE -	ORIG FTI ▼	FTE ▼	CAT FTE 🕶
11/29/2021	12/31/2500	0.623596	0.623596	
8/17/2021	12/31/2500	1	1	
10/27/2021	12/31/2500	0.729412	0.729412	0.729412
8/18/2021	10/26/2021	0.270588	0.270588	0.270588
10/18/2021	12/31/2500	0.770588	0.770588	
8/18/2021	10/17/2021	0.229412	0.229412	
8/18/2021	12/31/2500	1	1	

We will explain the Base (ORIG) FTE on upcoming slides



Base FTE Calculation

- The Base FTE (ORIG FTE column)
 - Numerator is the student's total enrolled hours multiplied by the student's percent of time
 - Denominator is the total instructional hours on the assigned calendar
 - Is calculated for each row on the report
- If the student is not withdrawn, the Base FTE is calculated as though they will be enrolled through the last day of their calendar
 - When a student is reported as withdrawn prior to the last day of their calendar, their Base FTE is recalculated



Calculating the Base FTE for Grades KG - 23

(Hours Enrolled x Percent of Time) \div Hours on Calendar = FTE

- Full time student enrolled all year
 - (1030 hours x 100%) ÷ 1030 hours = 1.00 FTE
- Half time student enrolled all year
 - (1030 hours x 50%) ÷ 1030 hours = 0.50 FTE
- Full time student withdraws prior to the end of the school year
 - $(950 \text{ hours x } 100\%) \div 1030 \text{ hours = } 0.92233$



Calculating the Base FTE for Grade PS

The numerator is based on the student's calculated enrollment days (percent of time is not applied)

- Preschool students without a disability are not funded
 - FTE Fund Pattern Code NFRG
- Enrolled days/Calendar days = Base FTE
 - PS Base FTE Example: Enrolled 178 days ÷ 178 calendar days = 1.00
 - PS Base FTE Example: Enrolled 89 days ÷ 178 calendar days = 0.50
 - PS Base FTE Example: Enrolled 40 days ÷ 178 calendar days = 0.224719



Percent of Time and Sent To Percent of Time (W-AA)

Percent of time is a critical element in the calculation of the Base FTE

• Verify percent of time values are calculated and reported correctly

W	X	Υ	Z	AA
STDNT		SENT		SENT
PCT OF	SENT	REASON 1	SENT	REASON 2
TIME	REASON ~	PCT -	REASON ~	PCT -
100			-	
88	PS	12	-	
50	-		-	
62	PS	38	-	
100	_		-	
100	-		-	
100	-		-	
100	-		-	

Sent to Percent of time values are included on the FTE Detail report when included in the Base FTE

- NP Non-public placement at district expense
- PI Proprietary Institution Program **Placement**
- PS College Credit Plus Program **Participant**



Percent of Time - Hours per Day Calculation

Calculate a student's percent of time by dividing the number of hours per day the student attends by the number of hours per day on the student's calendar

- Full time student
 - 6.5 hours per day on the student's calendar
 - Student attends 6.5 hours per day
 - Percent of time = 100%
- Half time student
 - 6.5 hours per day on the student's calendar
 - Student attends 3.25 hours per day
 - Percent of time = 50%



Percent of Time – Five Credit Rule

- A high school student (grade 9 and above) who is attempting five credits for the school year can be reported with a percent of time of 100%
- High School student is attempting at least 5 credits for the school year
 - 5 Credits/5 Credits = 100%
- High School student is attempting 4 credits for the school vear
 - 4 Credits/5 Credits = 80%



Percent of Time Calculation

- Hours per day or attempted credits
 - Students in grades PS through 8 should be calculated using the "Hours per Day" calculation
 - High school percent of time can be calculated using the method that generates the highest percent of time
- Note that community schools cannot use the attempted credits method to calculate percent of time
 - Detailed instructions on percent of time calculations for community school students can be found in the Community School Full Time Equivalency (FTE) Review Manual on the ODE website



Sent to Percent of Time for CCP

College Credit Plus Participants

- Will have a
 - Sent to of PS College Credit Plus Program Participant
 - Sent to Percent of Time that represents the time spent participating in College Credit Plus
- Physical location of the CCP course and the teacher of the course should have no impact on the Sent to Percent reported
- Combined total Percent of Time and Sent to Percent of Time must not exceed 100
- If Sent to Percent is 100%, report a district relationship of 1
- The reported Sent to Percent of Time does not send funding to the post secondary institution



Calendar and Hours/Days

- Student's calendar per Calendar Determination Process is contained in Columns AH – AK
- Calendar enrollment and totals can be found in columns AM and AN

								Educating entity's LEA Type
АН	Al	AJ	AK	AL 4	AM	AN	AO	can be found in Column AL
		CAL	CAL		Total		+	
	CAL BLDG	GRADE	ATTENDANC		Enroll For	Total For	ERR SEV	
CAL DIST IRN	IRN -	LEVE -	E PATTERN -	LEA TY	This Rec -	This Ca 🕶	NUM 🔽	Ignore values in Column AO
BDD IRN	BDD IRN	**	**	CBDD	111	178	15	
BDD IRN	BDD IRN	**	**	CBDD	178	178	15	and instead use the Error
TRAD IRN	BLDG IRN	**	**	Regular	778.72	1067.6	15	Severity Codes in Column C
TRAD IRN	BLDG IRN	**	**	Regular	288.88	1067.6	15	severity codes in column c
TRAD IRN	BLDG IRN	**	**	Regular	822.68	1067.6	15	
TRAD IRN	BLDG IRN	**	**	Regular	230.1	1003	15	
TRAD IRN	BLDG IRN	**	**	Regular	1067.6	1067.6	15	EMIS
TRAD IRN	BLDG IRN	**	**	Regular	1067.6	1067.6	15	
TRAD IRN	BLDG IRN	**	**	Regular	1067.6	1067.6	15	EMIS Alliance

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EMIS Calendars

- Used as the denominator in the calculation of student FTEs
- Reported in a separate collection from student data
- Meet student data on the FTE Report
- Can be assigned to a student when an exact match is not found
 - See "Calendar Determination" in the FTE Report Explanation
- If the FY22 State Calendar is assigned,
 - Appears as 999999-999999-**-**
 - Began on 8/26/2021 and ends on 5/26/2022
 - Has 1008 hours of instruction (6 hours per day)



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Reporting Incorrect EMIS Calendar Example

Incorrect calendar data can negatively impact student FTE calculations

- Example, seniors attend three days less than other high school students
 - Seniors are placed on the default calendar (1080 hours) and withdrawn on their last day, which is three days before the end of the default calendar (1062 hours)
 - (1062 x 100%) divided by 1080 = Student FTE 0.98
 - Seniors are placed on a calendar that represents attendance days for their attending situation (1062 hours)
 - (1062 x 100%) divided by 1062 = Student FTE 1.00



New Adjusted Gifted FTE Column (S)

Adjusted Gifted FTE is generated for students who are reported as identified in any number of areas of giftedness

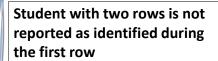
- Adjusted Gifted FTE uses the first day of the month they are identified in the current year
- Students identified in a prior year will begin generating Adjusted Gifted FTE from their first day of school (continue reporting as identified gifted)

N	0	Р	Q	R	S	T	U	V	W	X	Υ
	ENRL END		ADJSTD	ADJSTD SPECED		ADJUSTED			STDNT PCT OF		SENT REASON 1
DATE	DATE -	ORIG FTI -	FTE -	CAT FTE -	FTE -	BASE FTI -	FTE =	RES IRN	TIME -	REASON -	PCT 💌
12/21/2021	12/31/2500	0.132353	0.132353		0.132353	0.132353	0	TRAD IRN	25	-	
8/16/2021	12/31/2500	0.5	0.5		0	0.100001	0.399999	TRAD IRN	50	-	
8/18/2021	12/31/2500	1	1	0.976471	0	1	0	TRAD IRN	100	-	
8/18/2021	11/14/2021	0.341176	0.341176		0	0.341176	0	TRAD IRN	100	-	
8/18/2021	12/31/2500	1	1		0	0.624074	0.375926	TRAD IRN	100	-	
8/18/2021	12/31/2500	0.75	0.75		0	0.75	0	TRAD IRN	75		
8/18/2021	12/31/2500	1	1		1	1	0	TRAD IRN	100		

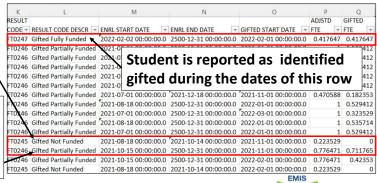


(FTED-006) Partial Enrollment Funded Gifted Report

- Contains only students who are identified for the first time in the current school year - based on enrollment versus date identified as gifted
- Students can have multiple rows that align with the FTE Detail report and this report shows the gifted FTE per row



Second row student is identified as gifted after the start date of the row, so student generates a partial gifted FTE



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New Enrolled ADM Columns

The Adjusted FTE for students in grades 4-12 from the FTE Detail Report is compared to the Adjusted CTE FTE from the CTE FTE Detail Report (excluding any CTE FTE for Senior-Only Credential programs) and split into a non-CTE and a CTE amount

- Enrolled ADM Adjusted Base FTE
 - The non-CTE portion of the Adjusted FTE
- Enrolled ADM CTE FTE
 - The CTE portion of the Adjusted FTE
- Enrolled ADM Adjusted Base FTE + Enrolled ADM CTE FTE = Adjusted FTE
- Students are still funded for CTE FTEs as in year's past
 - See the CTE FTE Detail Report for CTE weighted FTE data



New Enrolled ADM Columns (T&U)

- Enrolled ADM Adjusted Base FTE
- Enrolled ADM CTE FTE

N	0	Р	Q	R	S	Т	U
						ENROLLED	
				ADJSTD	ADJUSTED	ADM	ENROLLED
ENRL START	ENRL END		ADJSTD	SPECED	GIFTED	ADJUSTED	ADM CTE
DATE -	DATE -	ORIG FT[▼	FTE 🔽	CAT FTE ▼	FTE 🔻	BASE FT[▼	FTE 🔻
12/21/2021	12/31/2500	0.264706	0.264706	0.264706	0	0.264706	0
8/18/2021	12/20/2021	0.291765	0.291765	0.291765	0	0.291765	0
8/16/2021	12/31/2500	0.38	0.38		0	0.113334	0.266666
8/18/2021	12/31/2500	1	1		1	0.624074	0.375926
8/23/2021	12/31/2500	0.38	0.38		0	0.072884	0.307116
8/18/2021	12/31/2500	0.62	0.62		0	0.62	0
8/18/2021	12/31/2500	1	1		0	1	0



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Student Attributes

- Verify EMIS elements that generate weighted funding on FTE Reports
 - Special Education Disability Conditions/Categories
 - Economic Disadvantgement
 - English Learner
- Changes in FD attributes result in additional lines of data on the FTE Detail Report for the same student
- Weighted EMIS elements should be reported accurately as they affect funding and accountability



FD Attributes - Columns AB - AF

Verify student data and effective dates on the FTE Detail Report for each (FD) Record attribute element

AB	AC	AD	AE	AF
EQUIV				
GRADE	DISAB		ECON	EL FUND
LEVEL	CNDTN	SPECED	DISADV	CAT
CODE -	CODE -	CAT CO[▼	FLAG -	NUMBI -
8	**	*	Y	0
8	**	*	N	0
7	**	*	N	0
6	9	2	Y	2
8	**	*	Y	0
7	15	2	Y	0

English Learner Category

EL Code = L, EL FUND CAT NUMBER = 1

EL Code = Y or S, EL FUND CAT NUMBER = 2 EL Code = M, EL FUND CAT NUMBER = 3

EL Code = N, EL FUND CAT NUMBER = 0



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Quick Check

The FTE Detail Report contains a great deal of data that should be verified for accuracy and completeness. Much of the data on this report can be incorrect and generate no error.

- Are all students appearing on the report as expected?
- Are student Base FTE's being calculated correctly?
- Are student attributes, and Gifted FTE values correct?



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Reviewing the FTE Summary Reports



Open the FTE Summary Reports

Each LEA will have four FTE Summary Reports





FTE Total by Fund Pattern (FTES-001)

Summary by fund pattern with summed original and summed adjusted FTEs (not by Inclusion Code)

FTE FUND PTTRN CODE	Summed ORIG FTE	Summed ADJSTD FTE
CTVC	14.491453	14.491453
NFRG	133.90286	0
OJVD	9.259534	9.259534
PSEN	1	1
PSNR	5.257143	5.257143
PSRD	99.720003	99.720003
RGJV	7587.038852	7584.887942



FTE Total by Student and Fund Pattern (FTES-002)

Summary by student and fund pattern with summed original and summed adjusted FTEs

SSID	Emis ID	Last Name	First Name	Bldg IRN	FTE FUND PTTRN CODE	Summed ORIG FTE	Summed ADJSTD FTE
AA111111	BB1111111	RODGERS	AMY	123456	RGJV	1	1
AA222222	BB222222	SMITH	DANE	123456	RGJV	1	1
AA3333333	BB3333333	MAY	EMILIE	123456	RGJV	1	1
AA444444	BB4444444	GRAFTON	BILLY	123456	RGJV	1	1
AA555555	BB555555	LOCATE	ELIJAH	123456	RGJV	0.5	0.5
AA6666666	BB6666666	LLOYD	GABBY	123456	RGJV	1	1



FTE Total by Student (FTES-003)

Summary by student with summed original and summed adjusted FTEs (regardless of FTE Fund Pattern Code)

SSID	Emis ID	Last Name	First Name	Bldg IRN	Summed ORIG FTE	Summed ADJSTD FTE
AA1111111	BB1111111	RODGERS	AMY	123456	1	1
AA222222	BB222222	SMITH	DANE	123456	1	1
AA3333333	BB3333333	MAY	EMILIE	123456	1	1
AA444444	BB4444444	GRAFTON	BILLY	123456	1	1
AA555555	BB5555555	LOCATE	ELIJAH	123456	0.5	0.5



FTE Summary of Students with Adjustments (FTES-004)

Summary by student with adjustments with summed original and summed adjusted FTEs including the difference

SSID	Emis ID	Last Name	First Name	Bldg IRN	Summed ADJSTD FTE	Summed ORIG FTE	Difference
AA111111	BB1111111	READY	GAVIN	123456	0.068397	0.07	0.001603
AA2222222	BB222222	SHUTTER	TYLER	123456	0.136795	0.14	0.003205
AA3333333	BB3333333	WEGNER	JEFFREY	123456	0.480093	0.480094	0.000001
AA444444	BB4444444	JEETLY	NATHANAEL	123456	0.067214	0.07	0.002786
AA5555555	BB555555	SMITH	MAKAYLA	123456	0.395779	0.405726	0.009947



Quick Check

FTE Summary Reports can be used to provide a high-level view of student FTE data as well as multiple student level views. The reports can aid in data comparisons based on fund patterns, student totals, and student adjustments.

- Are you reviewing the FTE Summary Reports often?
- Have you tried saving the reports to compare to an updated set of reports?
- Are you sharing these reports with others in your district?



Understanding the FTE Daily **Summary Reports**



FTE Daily Summary Reports

- Scheduled to be generated in the second EMIS release for June 2022
- Contain student FTEs calculated from EMIS data that was processed at ten specific times
- Should be reviewed often to identify fluctuations in the number of FTEs being generated from specific submissions
- Contain result codes that are not an indication of an error but rather identify student education/funding situations
- Are separated by educating/funding situations which can be tied back to the FTE Detail Report
 - Steps to match to FTE Detail can be found in prior year versions of this training at https://community.mcoecn.org/display/EM/EMIS+Alliance+Public+Space



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FTE Daily Summary Reports, cont'd

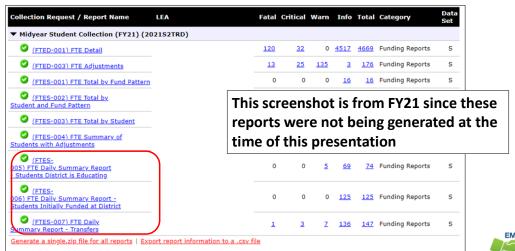
Contain FTE totals separated by unique combinations of

- Result Code
- Grade Span Code
- Economic Disadvantgement Code
- English Learner Category Code
- Special Education Category Code
- Gifted Identified





Each LEA will have up to three FTE Daily Summary Reports



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FTE Daily Summary Reports, cont'd

- (FTES-005) FTE Daily Summary Report Students District is Educating
 - Contains FTE totals for students the LEA receiving the report is educating
- (FTES-006) FTE Daily Summary Report Students Initially Funded at District
 - Contains FTE totals for students the LEA receiving the report is initially funded
- (FTES-007) FTE Daily Summary Report Transfers
 - Contains FTEs by student situation whose funding is transferred in and out from the LEA receiving the report



FTE Run Dates

- All three Daily Summary Reports contain the same 10 Run Date columns
- Most recent FTEs are to the left and prior FTEs are to the right

N	О	Р	Q	R	S	Т	U	V	W
			THIRD	FOURTH	WEEK	WEEK	PRIOR	MONTH	
LATEST RUN	PRIOR RUN	SEC PRIOR	PRIOR RUN	PRIOR RUN	PRIOR RUN	PRIOR	RUN	PRIOR	
DATE-	DATE-	RUN DATE-	DATE-	DATE-	DATE-	RUN	DATE-	RUN	THIRTY DAY
02/11/202 -	02/09/202 -	02/07/202 🕶	02/06/202 -	02/05/202 🕶	02/04/202 🕶	DATE- ▼	01/12/: 🕶	DATE- 💌	AVERAGE 🔻
15.560489	15.054644	15.054644	15.563119	15.563119	15.563119	0	0	0	25.331485
1.603449	1.603449	1.603449	1.603449	1.603449	1.603449	0	0	0	2.62809
1	1	1	1	1	1	0	0	0	1.4
404.564303	404.564303	404.564303	404.051221	404.059605	404.059605	0	0	0	563.397009
3.391468	3.391468	3.391468	3.391468	3.391468	3.391468	0	0	0	4.938221
86.560342	86.560342	86.560342	87.506519	87.506519	87.506519	0	0	0	123.115693

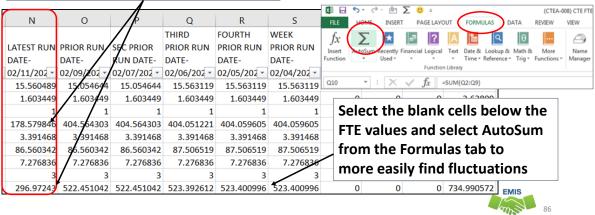


0 [

FTE Run Dates, cont'd ook for fluctuations in the FTE v

Look for fluctuations in the FTE values as these could affect payments

The most recent data processing caused a significant drop in FTE funding



Error Severity Codes

Error Severity looks at the Thirty Day Average value and compares it to the value from the Latest Run to draw attention to differences that may be of concern

- The Fatal (F) Error Severity Code indicates a drop from the Thirty Day Average value to zero
- Critical (C) indicates a decrease of 10% or more (but not to zero) in the Latest Run
- Warning (W) indicates a decrease of 5% to 10% but not to zero or an increase of 20% or more



Error Severity Codes, cont'd

This example contains multiple Critical Error Severity Codes due to decreases in FTE between the latest run and the thirty-day average

С	0	Р	Q	R	S	Т	U	V	W	Х
							TWO		TWO	
							WEEK	MONTH	MONTH	
							PRIOR	PRIOR	PRIOR	
				THIRD	FOURTH	WEEK	RUN	RUN	RUN	
	LATEST	PRIOR RUN	SEC PRIOR	PRIOR RUN	PRIOR RUN	PRIOR RUN	DATE-	DATE-	DATE-	7
ERR SEV	RUN DATE-	DATE-	RUN DATE-	DATE-	DATE-	DATE-	01/28/20	01/12/20	12/13/20	THIRTY DAY
CODE ~	02/11/20: -	02/09/20.	02/07/20: -	02/06/20: -	02/05/20: -	02/04/20: -	20 💌	20	19 💌	AVERAGE 💌
С	-0.91837	-0.91837	-0.91837	-0.91837	-0.91837	-0.91837	٥	0	0	-1.036798
С	-1.235355	-1.235355	-1.235355	-1.235355	-1.235355	-1.235355	0	0	0	-1.482426
С	-7.042076	-7.042076	-7.042076	-7.042076	-7.042076	-7.042076	0	0	0	-7.837268
С	-0.445652	-0.5	-0.5	-0.5	1	-1	0	0	0	-1.002627
С	-1			(C) :I:				400/	0	-1.1375
С	-1	C	ritical ((C) inai	cates a	aecrea	ase or	10%	or 0	-1.266667
С	-2.994414	-2.994	nore (b	ut not	to zoro	\in the	Lata	ct Diii	0	-3.992552
С	-4	"	iore (b	ut not	to zero	<i>)</i> III tile	Late	st nui	0	-5.333333
С	-3.614525	-3.614525	-3.614525	-3.614525	-3.614525	-3.614525	0	0	0	-4.819367



FTES-005 Students District is Educating

- Includes FTEs for students the LEA is educating regardless if the district is initially funded or if the funding will transfer to another LEA
- Result Code is FT0100 Students LEA is educating
 - This is the only result code on the FTES-005 Report
 - Can appear for any LEA type



FTES-006 Students Initially Funded at District

- Includes FTEs of students for which the LEA is initially funded
- Contains up to six different Result Codes indicating the LEA is initially funded and breaks down transfer information by student situation
 - Each row on the FTE Detail Report will count in only one result code
 - JVSDs, Community Schools, and STEM Districts receive only Result Code FT0110
- Displays FTEs as initially funded, positive amounts
- Generated for traditional districts, JVSDs, Community Schools, and STEM Districts



FTES-006 Initially Funded Result Codes

- FT0110 Initially funded, no transfer
- FT0111 Preschool students initially funded, transferred to the ESC
- FT0112 Open Enrolled Preschool Students Initially Funded at the LEA and Funds Transferred to Another District
- FT0113 Preschool Students Initially Funded at the LEA Transferred to a CBDD
- FT0114 Initially Funded at the LEA Transferred to a JVSD
 - FT0114 is used for Contract Career Tech transfers from the sending district to the JVSD



FTES-006 Initially Funded Result Codes

- FT0115 Initially Funded at the LEA Transferred to a **Community School/STEM**
- FT0116 Initially Funded at the LEA Transferred to Another District
- FT0117 Initially Funded at the LEA, Transferred to Both a IVSD and Another District
- FT0118 Scholarship Students Initially Funded at the LEA



FTES-007 Transfers

- Contains FTEs that will either transfer in or out from the LEA receiving the report
- Displays FTEs that transfer in as positive amounts and FTEs that transfer out as negative amounts
- Includes FTEs for students who are
 - in open enrollment situations
 - in specific non-open enrollment situations
 - attending community schools or STEM schools
 - preschool students attending an ESC



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FTES-007 Transfers Result Codes

- * FT0150 Open enrolled in, initially funded elsewhere and funding transferred to educating LEA (positive amount)
- FT0160 Open enrolled out, initially funded then funding is transferred to the educating LEA (negative amount)
- FT0170 Non open enrolled in, initially funded elsewhere then funding is transferred to educating LEA (positive amount)
- FT0180 Non open enrolled out, initially funded then funding is transferred to the educating LEA (negative amount)
- FT0190 Community School/STEM educating, funding transferred in (positive amount)
- FT0200 Resident student at Community School/STEM, funding transferred (negative amount)



Result Codes, cont'd

- FT0210 ESC Preschool student received from the resident district or a non-open enrolled district that is not the resident district; funding is transferred to the ESC from the district (positive amount)
- FT0220 Preschool students sent to an ESC from the resident district or from a non-open enrolled district that is not the resident district; funding is transferred from the district to the ESC (negative amount)



Quick Check

FTE Daily Summary Reports are helpful to identify fluctuations in FTEs that could affect funding. They can also be used to follow the flow of FTE funding based on student situations.

- Are you checking the Daily Summary Reports often to avoid any negative impacts on FTE funding?
- Do the numbers of FTE generated for the various attending situations align with your population of students?
- Are you sharing these reports with others in your district?

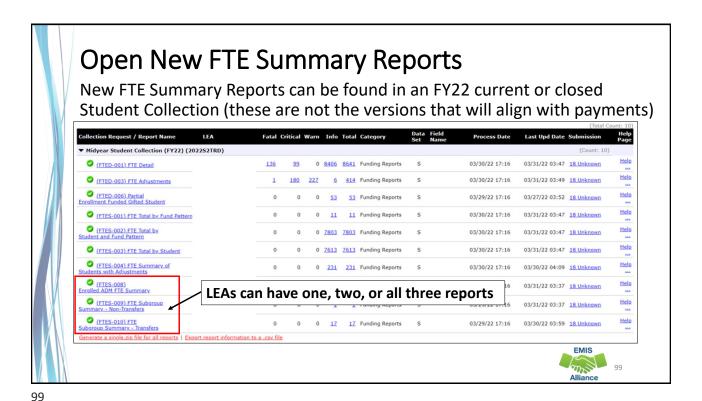


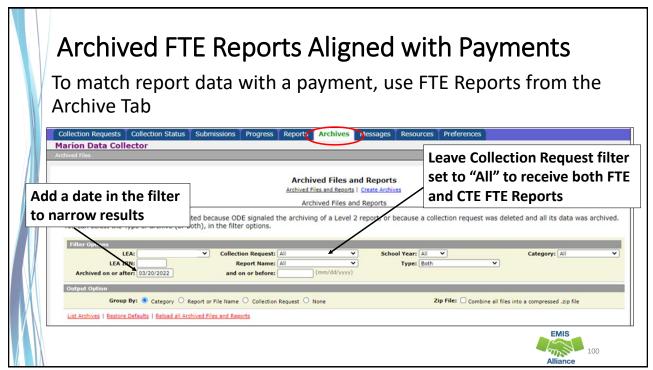
Understanding the New FTE Summary Reports and **Archived Reports**



New FTE Summary Reports

- Traditional districts, Community schools, STEM districts, and JVSDs can receive these reports (Your LEA may receive one or more)
- (FTES-008) Enrolled ADM FTE Summary
 - Contains FTE data that is divided into categories that align with the funding model and appear on the school payment reports
- (FTES-009) FTE Subgroup Summary Non-Transfers
 - Contains FTE data for students who are directly funded to the LEA, and is broken down by subgroup
- (FTES-010) FTE Subgroup Summary Transfers
 - Contains FTE data for students who are funded via a transfer, and is broken down by subgroup





Archive Reports

FTE and CTE FTE Reports are placed in the Archive when data is pulled for payment, typically data is pulled two Mondays prior to payment

 Home > Finance & Funding > School Payment Reports - State Foundation Payment Dates Fiscal Year 2022.pdf



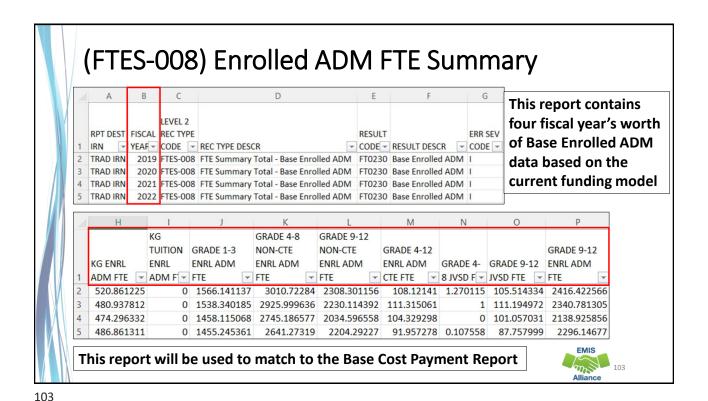
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Archived FTE Reports and Payment Reports

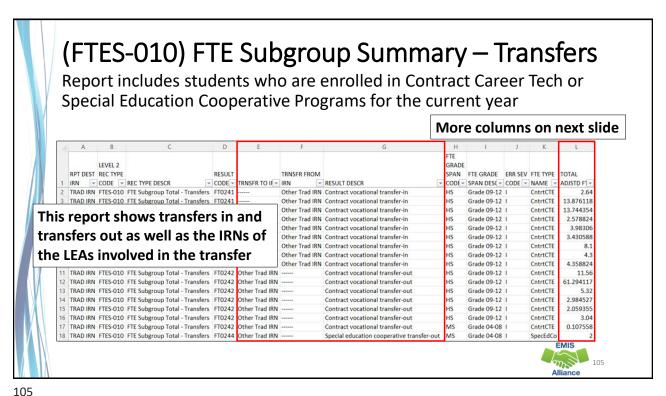
These Archived EMIS reports will be used to match data with your Payment Reports (your LEA may not have all reports)

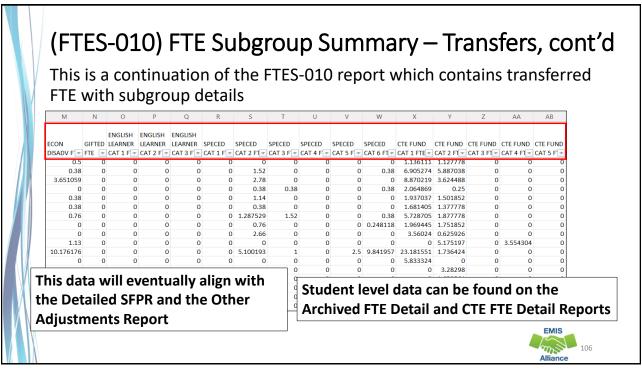
- (FTED-001) FTE Detail Report
- (FTES-008) Enrolled ADM FTE Summary
- (FTES-009) FTE Subgroup Summary Non-Transfers
- (FTES-010) FTE Subgroup Summary Transfers
- (CTEA-000) CTE FTE Detail





(FTES-009) FTE Subgroup Summary – Non-Transfers Non-Transfer students by Total Adjusted FTE and by Sub-Group for current year FTE GRADE LEVEL 2 **SPAN** RPT DEST REC TYPE RESULT RESULT ERR SEV FTE TYPE TOTAL ADJSTD → CODE → DESCR □ CODE FTE GRADE SPAN DESCR □ CODE ■ NAME ■ FTE TRAD IRN FTES-009 FTE Subgroup Total - Non-Transfers FT0240 Non-transfers NA Grade Span Not Applicable I These are students whose funding goes to your LEA and is not transferred. This data will **ENGLISH** eventually align with the Detailed SFPR **ECON DISADV** LEARNER **LEARNER LEARNER** GIFTED FTE CAT 1 FTE - CAT 2 FTE - CAT 3 FT Student level data can be found on the 2120.375237 1202.873446 22.930322 72.962351 Archived FTE Detail and CTE FTE Detail Reports SPECED CAT SPECED CAT SPECED SPECED CAT SPECED CAT CTE FUND CTE FUND CTE FUND CTE FUND **EMIS** → 6 FTE CAT 1 FTE - CAT 2 FTE - CAT 3 F - CAT 4 F - CAT 5 F 103.489998 722.683364 79.156701 3 31.388235 145.680486 21.331251 24.698109





Other Data and Payment Reports

- Archived and filtered FTE Detail report Preschool Data
 - Preschool Special Education Payment report
 - Other Adjustments Report
 - Preschool Special Education to CBDD
 - Open Enrollment In and Out Preschool Special Education
 - Preschool student educated by an ESC
- Watch for additional information about matching Archived EMIS Reports to payments



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Quick Check

Archived FTE Summary
Reports contain data that will
eventually align with School
Finance Payment Reports
(SFPR). It's important for EMIS
staff to understand how EMIS
data is being used in the
funding process.

- Are the Level 2 versions of the FTE Summary Reports reviewed prior to data being pulled for payments?
- Are the Archived FTE Summary Reports reviewed to verify that all students are included as expected?
- Are the reports shared with others in the district to verify the accuracy and completeness of your LEA's data?



Summary

Student funding is a process that requires data accuracy and completeness throughout all phases of the data reporting process

- This presentation reviewed data integrity from the point of data entry through the FTE Report generation process
- Prompt 1 What can your district do to ensure that data is correct from the point of entry?
- Prompt 2 What can your district do to ensure that it is receiving appropriate funding for each fundable student?



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Resources

- Current EMIS Manual
 - ODE Home > Topics > Data > EMIS > Documentation > EMIS Manual
- Level 2 Report Explanations
 - ODE Home > Topics > Data > EMIS > Documentation > EMIS Validation and Report Explanations
 - FTE Report Explanations (multiple)
- Your ITC
- Your Area Coordinator



