



# ODE ITC EMIS Training

June 2017

# Topics

- ▶ FY17 End of Year Reminders
- ▶ Upcoming FY18 Collections
- ▶ Appeals

# FY17 END OF YEAR REMINDERS

# Student (S) Collections

- ▶ Currently scheduled to close July 28, 2017
  - ▶ Student Cross Reference (2017SSCRS)
  - ▶ SOES Student Contact (2017SSSDT)
  - ▶ SOES End of Year (2017SBODE)
  - ▶ Traditional Districts End of Year Student (2017S3TRD)
- ▶ Watch Newsflash for potential updates to open/close dates

# Student Standing (FS) Record

- ▶ Withdrawal Reason (FS100)
  - Withdraw graduates as of last day of senior calendar
- ▶ Educating district granting diploma reports reason 99
- ▶ Resident/non-educating district reports reason 41
- ▶ Full time JVS graduates
  - Resident district = 99
  - JVS = 41 or 99

# Student Attributes – Effective Date (FD) Record

Local report card subgroup determinations

- ▶ Disadvantage (FD110)
- ▶ Disability Condition (FD130)
- ▶ Limited English Proficiency (FD170)

# Student Special Education Graduation Requirement (FE) Record

- ▶ Assessment Type (FE080)
  - ▶ GE – End of Course
  - ▶ GX – Ohio Graduation Test
- ▶ Assessment Area (FE090)
- ▶ Exemptions must be reported every year as long as exemption is continued

# Student Attributes – No Date (FN) Record

- ▶ Grade Level, Next Year (FN080)
- ▶ Majority of Attendance IRN (FN220)
  - Full academic year met = building or district IRN
  - Full academic year not met = \*\*\*\*\*
- ▶ CTE Program of Concentration (FN290)
- ▶ Diagnostic Results: Math (FN360), Reading (FN370), Writing (FN380)
  - Report only initial results



# Student Gifted Education (GG) Record

- ▶ Reported by educating entity
  - JVSs do not report
- ▶ Gifted Identification (GG200 – GG260)
  - Once identified, always identified
- ▶ Gifted Served (GG510 – GG570) = Y
  - Current year only, not cumulative
  - If served, report how
    - Courses or services

# Student Program (GQ) Record

- ▶ Reading Improvement and Monitoring Plan (RIMP) Intervention codes
  - ▶ 151500, summer
  - ▶ 152500 – 152699, regular school year
- ▶ Gifted Education codes
  - ▶ 205040 – 205085, services not provided by gifted intervention specialists
  - ▶ 206040 – 206085, services provided by gifted intervention specialists
    - ▶ Employee ID (GQ070) required

# Student (S) Reports

- ▶ Preview reports
- ▶ Level 1 Validation reports
- ▶ Level 2 Validation reports
  - ▶ (FTED-001) FTE Detail
  - ▶ (FTED-003) FTE Adjustments

# (FTED-003) FTE Adjustments Report

- ▶ Result Code FT0003: Overlapping Dates, Valid Concurrent Enrollment
  - ▶ May not only be date related
  - ▶ Verify student coding by all entities
- ▶ Result Code FT0005: Disability Not Funded
  - ▶ Only impacts special ed weighted funding
  - ▶ IEP either not reported *or* not in effect on all days student reported with a disability

# Assessment (A) Collections

- ▶ Watch Newsflash for potential updates to open/close dates
  - ▶ Currently scheduled to close by end of July
  - ▶ Exception: Career Tech Accountability
- ▶ District Relationship = 1 during administration window
  - ▶ Reporting of appropriate assessment records required
- ▶ Upload results when available
  - ▶ Do not wait for collections to open

# Spring Alternate Assessment (2017AALTS)

- ▶ Alternate assessment results are reported in separate collection
  - ▶ Will appear on Excluded list for all other assessment collections
- ▶ Verify Preview report in Data Collector to insure all required records are included
- ▶ Watch Newsflash for potential updates to open/close dates

# Assessment (A) Reports

- ▶ Preview reports
  - ▶ Excluded
  - ▶ Missing, not available for all assessments
  - ▶ Unexpected, not available for all assessments
- ▶ Level 1 Validation reports
- ▶ Currently no Level 2 Validations
- ▶ Secure Data Center (SDC) reports

# Final Calendar (C) Collection

- ▶ Calendar Final (2017CFINL)
- ▶ Currently scheduled to close July 28, 2017
- ▶ Update DN Records to reflect
  - Calamity days
  - Shortened days
  - Unplanned days not in session



# Calendar (C) Reports

## ▶ Preview reports

- ▶ Calendar Display
- ▶ Excluded Records
- ▶ Grade Schedule (DL) Record
- ▶ Organization – General Info (DN) Record

## ▶ Level 1 Validation reports

- ▶ Grade Schedule (DL) Record
- ▶ Organization – General Info (DN) Record

## ▶ No Level 2 Validation reports

- ▶ Review FTE Detail report

# Graduation (G) Collection

- ▶ Graduation (2017G0000)
  - ▶ Watch Newsflash for potential updates to open/close dates
- ▶ Entities required to report Graduation data
  - ▶ Traditional districts
  - ▶ Community schools
  - ▶ STEM districts
  - ▶ State schools

# Records Only in Graduation (G)

- ▶ Diploma Type (FN100)
  - NEW options for FY17
    - 4 – IB Honors Diploma
    - 5 – Career Tech Honors Diploma
    - 6 – STEM Honors Diploma
    - 7 – Arts Honors Diploma
    - 8 – Social Science and Civic Engagement
- ▶ Dual Enrollment Credit Earned (GC110)
  - Report all transcribed college credit

# Graduation (G) Related Records

- ▶ Assessments (FA)
  - ▶ ACT (AC)/SAT (SA)
  - ▶ Advanced Placement (AP)
  - ▶ Industry Credential (GW)
  - ▶ International Baccalaureate (IB)
  - ▶ ACT WorkKeys (WK)
- ▶ Student Special Education Graduation Requirement (FE) Record
  - ▶ Report exemptions every year

# Graduation (G) Reports

- ▶ Preview reports
- ▶ Level 1 Validation reports
- ▶ Files tab in Data Collector
  - ▶ 2018\_GRAD\_Cohort-EOC-Asmnt-Detail
  - ▶ 2018\_GRAD\_Cohort-Non-EOC-Pts-Detail
  - ▶ 2018\_GRAD\_Cohort-EOC-Path-Req-Stat
    - ▶ ODE Home > Topics > Data > EMIS > EMIS Validation and Report Explanations > File Descriptions

# Final Staff/Course (L) Collection

- ▶ Currently scheduled to close 7/14/17
- ▶ Correct errors from Initial L Collection
- ▶ Report all staff employed for FY17
  - ▶ Current
  - ▶ Separated
    - ▶ Date
    - ▶ Reason
  - ▶ Supplementals

# Important Data Elements in Final Staff/Course (L)

- ▶ Staff Demographic (CI) Record
  - ▶ Absence Days (CI150)
  - ▶ Absence Days/Long-term Illness (CI155)
  - ▶ Attendance Days (CI140)
- ▶ Staff Employment (CK) Record
  - ▶ High Quality Professional Development (HQPD) (CK280)
- ▶ Student Course (GN) Record
  - ▶ High School Credit Earned (GN150)
  - ▶ Partial/Override Credit (GN152)

# Final Staff/Course (L) Reports

- ▶ Preview reports
  - Excluded Records
  - Staff Missing
- ▶ Level 1 Validation reports
- ▶ Level 2 Validation reports
  - (CTEA-000) CTE FTE Detail
  - (CTEA-001) CTE Student Error Detail
  - (CTEA-002) CTE Course Error Detail
  - (CTEA-004) CTE FTE Summary by Course
  - (CTEA-005) CTE FTE Summary by Category



# Financial (H)

- ▶ Watch Newsflash for potential updates to open/close dates
- ▶ Required Financial (QC) Records
  - ▶ Cash Record
  - ▶ Expenditure Record
  - ▶ Receipt Record
  - ▶ Operational Unit (OPU) Description Record
  - ▶ Capital Assets
  - ▶ Miscellaneous Financial Records
- ▶ MOE columns on Expenditure report

# Five-Year Forecast (P) Collection

- ▶ Five-Year Forecast – Final Optional (2017P3OPT)
  - ▶ 6/2/2017 – 8/11/2017
- ▶ Entities that may report Five-Year Forecast data
  - ▶ Traditional districts
  - ▶ JVSs

# Student Cross Reference (SCR)

- ▶ Unresolved conflicts with no funding impact can be ignored once verified
  - Withdrawn To (WTIC)
  - Admitted From (AFIC)
  - Sent To (STIC)
  - Received From (RFIC)
- ▶ ODE Home > Topics > Data > EMIS > EMIS Documentation > EMIS Validation and Report Explanations > Student Cross Reference (SCR) Conflicts

# Student Options Enrollment System (SOES)

- ▶ Set filter options to focus on flags w/funding impact

Ohio | Department of Education | Ohio District Data Exchange (ODDEX)

Home SOES SCR History Users Agencies SSID

2017

SSID  
Resident Of  
Gender  
Address  
Review Status  
Impact of Review Flag

Reviewed With Error  
Funding

Find Clear  
Export

- ▶ Students with empty/no address (CS)
  - ▶ Effective Start Date (FG150) default value '00000000' will not work if prepared after district's last day of school
    - ▶ Prepare date assigned

# ODDEX Enhancements

## ▶ Tuition

- ▶ Enrollment dates added to summary screen
  - ▶ Indicate reporting period by record
- ▶ Modified manner in which flags function on student grid
- ▶ Certification statement added to parent and address change pop-ups

## ▶ Special Education

- ▶ OEDS/SAFE roles list posted in 5/24/2017 release notes

# UPCOMING FY18 COLLECTIONS

# Initial Calendar (C) Collection

- ▶ Districts must submit at least one district-level set of calendar records
  - ▶ First Day of School (DL080)
  - ▶ Last Day of School (DL090)
  - ▶ Hours Per Day (DL100)
  - ▶ C\_DPLANNED (DN090)
- ▶ Optional to submit complete district-wide calendar details
  - ▶ All calendar variations
  - ▶ More accurate FTE calculations

# Retention Reporting All Grades (S) Collection

- ▶ One element in this collection
  - Retained Status (FN070)
- ▶ Report for *all* 2016-2017 students
  - Grades KG through 23
- ▶ Multiple retention reasons
  - TGRG option (A – M) takes precedence over non-TGRG option



# Student Cross Reference (SCR) Collection

- ▶ Districts are encouraged to submit up-to-date data frequently
  - ▶ Use SCR Preview report to insure that all students are being included for funding
- ▶ SCR and other student collections should be submitted at the same time
- ▶ 30-Day funding rule reminders
  - ▶ Report continuing students within 30 days of start of school
  - ▶ Report changes within 30 days of change

# SOES Beginning of Year Student and Student Contact Collections

- ▶ Community school submissions populate SOES ODDEX module
- ▶ Resident districts will not be able to flag students in FY18 SOES *if*
  - ▶ FY18 record is identical to FY17 record **and**
  - ▶ FY17 record has a final disposition of reviewed/approved
- ▶ Resident districts can only flag once updated data is submitted by a community school

# APPEALS

# General

The purpose of a data appeal is to correct ‘substantive’ errors discovered after a collection request closes

- Errors that will have an impact on Report Card or funding
- Not all data submitted for a collection is appealable

# Summer Schedule

Majority of remaining FY17 appeals take place over summer

- Several assessment appeals will occur mid July through early August
- Student appeals will take place end of July through early August
- Refer to Office of Data Quality webpage for schedule specifics
  - Upcoming Data Appeals

# Additional Information

- ▶ Complete schedule posted at Office of Data Quality web page
  - ▶ ODE Home > Topics > Data > EMIS > EMIS Reporting Responsibilities > EMIS Data Appeals
- ▶ All dates are subject to change based on updates to collection request dates
- ▶ Questions
  - ▶ [dataquality@education.ohio.gov](mailto:dataquality@education.ohio.gov)
  - ▶ 614-466-7144

**MISC.**

# ODDEX User Profile

Reminder to complete or update user profile

- ▶ Currently, often limited contact data available in Contact Details popup

**Student Details**

Name	SSID	Birthdate	Gender	Year	First Reported
Patton, Travis	LT1433121	03/26/2000	Female	2018	06/01/2017

**Residency**

Derived Enrollment Dates	Resident LEA	Last Updated	Active
07/01/2017 - Current	Doraville (009807)	06/01/2017	true

**Commenter Details**

**Commenter's Contact Info**

Posted By: CSUSER UPDATE  
LEA:  
Email: [test@isp.com](mailto:test@isp.com)  
Phone:

**Residency**

Date Range	Review Flags
10/12/2018	<ul style="list-style-type: none"><li>The district is challenging the residency of the student because the student appears to live at another address</li><li>Posted By: CSUSER UPDATE On 06/01/2017, 4 days ago Remark: TEST - Student has not met graduation requirements</li></ul>



# User Profile


Access under Users tab

Ohio | Department of Education | Ohio District Data Exchange (ODDEX) Users

Home SOES SCR History CCP Tuition Calendar Users Agencies

Alapaha Homer Local (020792)

Name

Name ↕	Contact Phone ↕	Agency Access
 RDUSER UPDATE		<a href="#">View Access</a>

# Edit User

## Edit RDUSER UPDATE

Last Login 06/01/2017

Username RD.Update

Email test@isp.com

Email Public

Preferred Email

Preferred Email Viewable

Contact Phone

Contact Phone Public

Fax Number

Fax Number Public

Notification Frequency

Notification Detail

# Questions?



[education.ohio.gov](http://education.ohio.gov)

# Social Media

**facebook**

Ohio Families and Education  
Ohio Teachers' Homeroom

**Linked in**

ohio-department-of-education

**Storify**

storify.com/ohioEdDept

**twitter**

@OHEducation

**You Tube**

OhioEdDept