

# **ODE ITC EMIS Training**

May/June 2019



### **The Usual Reminders**

- Manual sections posted after this training prevail in a conflict between this presentation and the manual
- Some questions may be deferred to helpdesk
- ▶ Hierarchy of support
  - > EMIS Manual
  - > EMIS Coordinator
  - > ITC
  - > Helpdesk

## **Topics**

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# Assessments

# Missing Lists, 1

- No list for IB, AP, GW, WorkKeys, or OGT
- ▶ Dropout Prevention Recovery (DPR) Growth list populated by vendor file
- Accelerated students will be reflected correctly for 3-8 and EOC lists by mid-late June
- Child Outcome Summary list only requires one result

# Missing Lists, 2

- ▶JVSDs only required to report EOC results for direct enrollment students
  - Non-direct enrollment students will appear on resident/sending district's list
- Review Alternate Assessment missing list
  - Significant number of schools did not submit results in FY18

# **Supplementary Reports**

- List of extra records
  - ODE did not expect from your district
  - Not on Missing Report
- ▶ District can submit or remove
- Example 1: Vendor file uploaded by district included results for open enrolled out students
- ▶ Example 2: JVS uploaded EOC results for non-direct enrollment students

### **Assessment Gen Issues**

- Reports specific to DPR community schools for EOC and OGT
  - ▶ MAP participation rate New
  - Current year passage rates
  - Large change in passage rate from prior year to current year
  - Invalid MAP values
- ▶ELA score does not match vendor file *New*

# **July Assessment Appeals**

- ▶Open July 9 16, 2019
  - > FY19 DPR Assessment
  - Approved data corrections due by 5:00 PM on July 22, 2019
- ▶Open July 18 26, 2019
  - FY19 Fall 3<sup>rd</sup> Grade ELA & Reading
  - > FY19 Spring EOC Assessment
  - FY19 Spring State Assessment Grades 3-8
  - Approved data corrections due by 5:00 PM on July 31, 2019

# **August Assessment Appeals**

- ▶Open August 12 22, 2019
  - >FY19 OGT Assessment
  - > FY19 Alternate Assessment
  - FY19 OELPA
  - FY19 Other Accountability Assessments
  - FY19 Child Outcome Summary Assessment
- ▶ Approved data corrections due by 5:00 PM on August 26, 2019

# TGRG and Retention

# **Third Grade Reading Guarantee**

- Reading diagnostic required for all K-3 students enrolled 30 or more days
- Reading Improvement and Monitoring Plan (RIMP) required for any K-3 student not on track
- ▶ Retention required for students
  - Not meeting 3<sup>rd</sup> Grade ELA scores
    - Promotion score = 677
    - → Reading sub-score = 45 *or*
  - Not meeting an exemption

## Retention Exemptions

- ▶ English Language Learner (ELL)
  - In US school less than three years and
  - With less than three years instruction in English
- Individualized Education Program (IEP) specifically exempting student from retention
- ▶ Previous retention in any K-3 grade level **and** two years intensive reading remediation
- Met promotion score on TGRG Alternative Assessment

### **TGRG Exemption**

- ▶ Students with significant cognitive disabilities taking Alternate (ALT) Assessment
- Not subject to any TGRG requirements
  - Reading Diagnostic Assessment
  - Reading Improvement and Monitoring Plan (RIMP)
  - Retention

# Reading Diagnostic Results

- ▶\*\* only when student in district less than 30 days and not assessed
- ►EX only for student with significant cognitive disabilities
- ▶RN only when student in district 30 or more days and not assessed
- ▶ All others, report with AO or NO

# RIMP Reporting

- ▶Use RIMP-specific program codes
  - > When RIMP is written and
  - Implemented within 60 days of diagnostic result availability and
  - Additional requirements met
- When above requirements not met, use other intervention program codes

# Retained Status Options, 1

- ▶\* only for 3<sup>rd</sup> grader meeting TGRG promotion score requirement on fall, spring, or summer 3<sup>rd</sup> Grade ELA
- ▶ A student retained end of previous year due to TGRG, still retained
- ▶D-F TGRG not met, student exempt from retention

# Retained Status Options, 2

- ▶G student with significant cognitive disability/ALT assessed not subject to any TGRG requirements
- ►H student retained end of previous year due to TGRG, not enrolled this year
- ▶J-N TGRG not met, student not retained due to adequate performance on alternative assessment
- ▶5 TGRG met, student retained for other reason

#### TGRG Gen Issues

- No reading diagnostic and no exceptions reported
- No RIMP-specific program code reported for not on track student
- Verify accuracy of reported RN and EX diagnostic results
- Percentage of all K-3 students reported with EX

# Gifted

# Student Gifted Education Record, 1

- Traditional districts are required to screen, assess, and identify each year
  - Community schools and STEM districts are not
- Traditional districts, community schools and STEM districts report record for all students
   JVSs do not report
- Shared students, only educating entity reports

# Student Gifted Education Record, 2

- Once identified, always identified
  - Reported as Gifted Identification
- ▶ Date test scores received by district reported as Gifted Identification Date
  - Report original date each year
- ▶If Gifted Served = Y
  - Report how served

# **Program Codes**

- ▶205xxx, services *not* provided by gifted intervention specialists
- ▶206xxx, services provided by gifted intervention specialists
  - > Employee ID required

# Gifted Reporting for Students Taking ACT or SAT

- Tested students should be reported as screened for gifted
  - ACT Math, Reading/Writing, and Science
  - SAT Math, Reading/Writing
- Report as identified if threshold score achieved in subject area, if not already

### Gifted Gen Issues

- ► Check for supporting data to accompany gifted service indicator *New*
- Greater than 10% change in number of students identified from one year to the next for each area
- Greater than 10% change in number of served students from one year to the next

# Special Education

### **Transfer Students, 1**

- ▶ Adoption of previous ETR or IEP is independent of one another
- If not adopting previous out-of-state ETRReport next as initial ETR
- ▶ If not adopting previous in-state ETR
  ▶ Report next as review ETR

### **Transfer Students, 2**

- If district adopts previous ETR or IEP, also adopts existing timelines of original
- Not adopting previous IEP, 30 day rule applies to the development, adoption, and implementation of **new** IEP
- Report an NIEP when services provided to a transfer student with no IEP in place

# Special Ed Gen Issues

- ▶ Alternate Assessment *New*
- Discipline discrepancies and disproportionality
- Timely initial evaluations
- ► Early childhood transition from Part C to Part B
- Secondary transition

# Staff/Course

### **Overview**

- ▶ Report all staff employed for FY19
  - Current
  - Separated
  - Supplementals
- Correct errors carried over from Initial Staff/Course (L) Collection
  - Will not change certification
  - May impact CTE FTE issues
- ▶Work with HR before FY19 staff data is updated for FY20

### **Staff Attendance**

- Include all approved professional days and P/T conference days in Attendance Days
- Long-term illness days must be reported in both Absence Days and Absence Days-Long Term Illness
  - Impacts Attendance Rate

#### Attendance Days

 $(Attendance\ Days + Absence\ Days) - Long\ Term\ Illness\ days$ 

Attendance Days = 125; Non-LTI Absence Days = 18; LTI Days = 20

### **Staff Separation**

- ▶ Worked this year, leaving at end of year
  - Separation Date and Reason
  - No change to Position Status
- ► Worked 0 days this year, left prior to end of last school year, no separation reported
  - Separation Date and Reason
  - Position Status = U
- ► Worked 0 days this year, left after end of last school year, no separation reported
  - Summer Employment Separation (CL) Record or
  - CI/CK with Position Status = U

### **Position FTE**

- Verify no current staff reported with 0.00 FTEException: Supplementals
- ▶ Report 1 FTE if staff member considered full time for position
- ▶ Multiple positions, split FTE accordingly
  - Example: Half time as teacher of record and half time as LEP pull-out instructor

Position Code	Position FTE
230	.50
208	.50

### Staff/Course Gen Issues

#### ▶ Staff

Attendance reporting for all staff

#### **▶** Course

- Location IRN reported on preschool course is not a valid licensed preschool IRN
- No courses reported for preschool student
- Improper student population for preschool course

# Final Staff/Course Appeals

- ▶Open August 12 22, 2019
- Only opportunity to appeal data that impacts report card and funding
- ▶ Approved data corrections due by 5:00 PM on August 26, 2019

# Graduation

### Cornerstones, 1

#### **▶** Dates

- Effective End Date = last day of attendance
- Diploma Date = date received by student
- Special Education Graduation RequirementDate = current year IEP date

#### ▶ Withdrawals

- ▶ Reason = 99, 41, or 75
- Summer grad = completed grad requirements over summer
- Withdrawal Override = updating previously reported data

#### Cornerstones, 2

#### **Assessments**

- > ACT (AC)
- Advanced Placement (AP)
- End of Course Exam (GE)
- Industry Credential (GW)
- HS Alternate Assessment (GX)
- International Baccalaureate (IB)
- SAT (SA)
- ACT WorkKeys (WK)

Last chance to report if not included in regular assessment collection

#### **Extras**

- ▶ Alternative pathway program codes
- Graduation seal program codes
- Military Compact Graduation Alternative Count
- ▶OGT Graduation Alternative

# **Cohort Assignment**

- Grade Level as of October 1 used for student reported in prior year
- Fiscal Year Began 9th Grade used for student not reported in prior year
- ▶Use Grad Cohort Reports to verify first year students before close of FY19 End of Year Student Collections
  - Only opportunity to correct through EMIS reporting

# (GRAD-999) Grad Issues

- ▶ Student (S) Collections
  - GR3002 Student does not meet any pathway
- ▶ Graduation (G) Collection
  - GR2001 Withdrawal 99 but no diploma
  - GR2002 No GC records reported for student
  - GR3002 Student does not meet any pathway
  - > GR3003 Withdrawal date after diploma date
  - GR4001 Diploma but no 99 withdrawal
  - GR4002 Diploma not issued by accountable district

# **Data Collector**

# Counts of DN Records Excluded Report

- Counts within attribute group
  - Incorrect District IRN
  - Incorrect Attribute for Org Type
  - Incorrect Collection Window
- Reason codes appear on Excluded Records Report

# Missing Report – Organization Attribute (DN)

Attribute names required to be reported by an org type in a Collection Request

Not reported or invalid

District	Collection	Attribute	Organization		Required at	Required at ORG
IRN	Request	Name	IRN	Attribute Group Name	District Level Flag	IRN Level Flag
123456	2019SBODE	PHYSEDNE09	072050	PhysEd Evaluation Group	N	Y
123456	2019SBODE	PHYSEDPF09	072050	PhysEd Evaluation Group	N	Y

Allowed at	Allowed at ORG	Attribute Text	Attribute Date	Attribute Number	DN	Missing
District Level Flag	IRN Level Flag	Required Flag	Required Flag	Required Flag	Status	Reason
Y	Y	N	N	Y	Missing	Missing
Y	Y	N	N	Y	Fatal	Fatal

# (WKCD-002) WKC Summary

- Compares current year WKC data with last year by building and grade level
- ▶ Helps identify issues

RPTING	SEVERITY	STATE EQUIV	MAJORITY OF		PY STUDENT
LEA IRN	CODE	GRADE LEVEL CODE	ATTND IRN	ORG NAME	COUNTS
123456	С	IN	*****	State level	0
123456	W	10	*****	State Level	905
123456	Ι	06	000222	Hogwarts	183

PY OVERL STUDENT COUNTS		CY STUDENT COUNTS	CY OVRL STUDENT COUNTS	CY PERCENT OF TOTAL	PERC CHANGE
0	0	1	1	100	100
3964	22.83	1241	3951	31.41	8.58
4146	4.41	153	4275	3.58	-0.83

#### **Enhancements**

# Messaging in Collection Requests tab Reminders, notifications, etc.



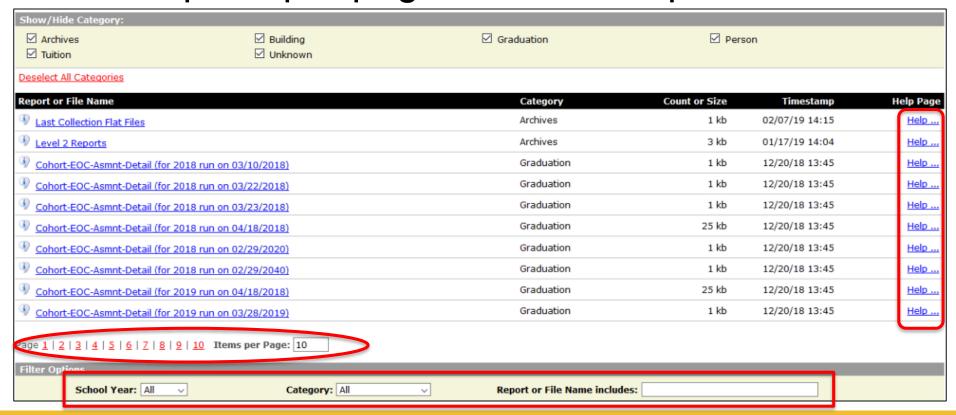
## Reports Tab Changes, 1

- ▶ Pre submission
  - Previews and Level 1s
- ▶ Post-Submission and Processing by ODE
  - Level 2s and Received Files
  - New Highlights and Recent



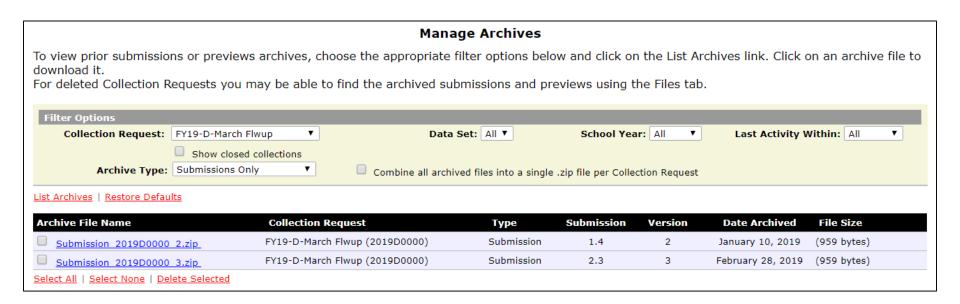
## Reports Tab Changes, 2

- ▶ Help links
- Category filter by user
- ▶ Ten reports per page in Timestamp order



#### **Archives Tab**

- ▶ Submissions moving to Submission tab
- Archives moving from Files to Archives tab
- New auto generate feature



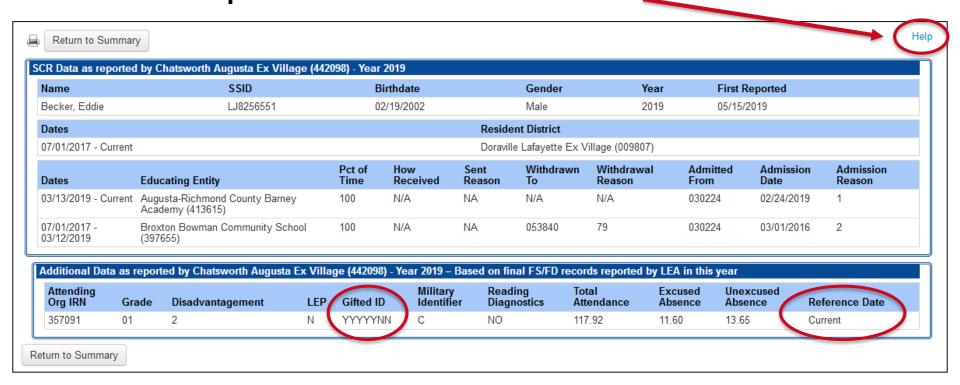
# **ODDEX**

#### **CCP Data Reviews**

- ► Closeout of FY2016 2018 courses and agreements
- Last chance for colleges to update
- Districts will be able to flag and escalate
- ▶ New reports
  - You are paying but not reporting
  - Flags and escalations
  - Payment by SSID

#### Records/Single Student Updates

New help links available at module level

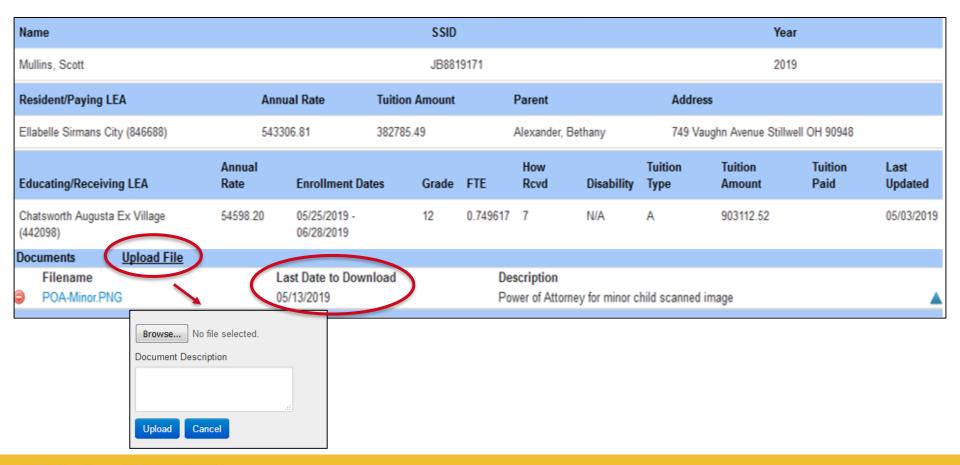


► Additional elements from Student (S) Collections in separate table



### **Document Upload in Tuition**

- ▶ Educating district uploads
- Available for a limited time



# Other

### Student Gen Issues, 1

#### ▶ Attendance

- Rate changes and percentages
- 25% or more students notified of excessive absences
- District or building with 0 attendance hours
- Total hours of attendance not equal to days in session
- ▶ Proficiency Rates
  - ▶ 0% rate in Reading and Math

### Student Gen Issues, 2

#### Discipline

- O discipline reasons and types reported
- > 50% change in discipline types reported from previous year
- Number of expulsions is greater than 3 per 100 students enrolled
- ▶ Participation Rates
  - Low AMO participation rate in ELA and Math

# **Additional Appeals**

- ▶FY19 Student
  - > Open July 18 − 26, 2019
  - Only opportunity to appeal your own data
  - Approved data corrections due by 5:00 PM on July 31, 2019
- ▶FY19 Final Calendar
  - ▶ Open August 12 22, 2019
  - Only opportunity to appeal data impacting report and funding
  - Approved data corrections due by 5:00 PM on August 26, 2019

# Conversion to OH|ID from SAFE

- ▶ Went into effect May 13, except ODDEX
- **▶**ODDEX
- ▶ EdConnections

# Resources

#### EMIS Manual, 1

- ▶ 2.4 Student Standing (FS) Record
- ▶ 2.5 Student Attributes Effective Date (FD) Record
- ▶ 2.6 Student Attributes No Date (FN) Record
- ▶ 2.8 Student Assessment (FA) Record
- ▶ 2.9 Student Program (GQ) Record
- ▶ 2.10 Student Gifted Education (GG) Record
- ▶ 2.14 Student Special Education Graduation Requirement (FE) Record
- ▶ 2.15 Student Graduation Core Summary (GC) Record
- 2.17 Student Withdrawal Override (FC) Record

#### EMIS Manual, 2

- ▶ 3.3 Staff Demographic (CI) Record
- ▶ 3.4 Staff Employment (CK) Record
- ▶ 3.7 Staff Summer Employment Separation (CL) Record
- ▶ 5.3 Organization-General Information (DN) Record

ODE Home > Topics > EMIS > Documentation > EMIS Manual

# Report Explanations

- Assessment Missing Reports
- ▶(GNIS-xxx) General Issues Report
- ▶ (WKCD-002) Where Kids Count Summary

ODE Home > Topics > EMIS > Documentation > EMIS Validation and Report Explanations

#### Other Resources, 1

- ▶ Approved Gifted Assessments
  - https://education.ohio.gov/getattachment/Topics/Common-Application-for-Requests-for-Qualifications/2017-2018-Chart-of-Approved-Gifted-Assessments.pdf.aspx?lang=en-US
- ▶ EdConnection
  - Keywords: "EdConnection"
  - DE Home > Media > EdConnection
- Graduation Requirements
  - > Keywords: "Graduation Requirements"
  - DE Home > Topics > Graduation Requirements

#### Other Resources, 2

#### **▶**OAEP Presentations

- https://www.oaep.net/page/MondayHandouts
- https://www.oaep.net/page/TuesdayHandouts

#### **▶**ODDEX Help

https://wiki.ssdtohio.org/pages/viewpage.action?pageId=21135503

#### Other Resources,

- ▶TGRG Guidance Manual
  - Keywords: "TGRG"
  - DE Home > Topics > Learning in Ohio > Literacy > Third Grade Reading Guarantee
- ▶ Tuition Manual 2019
  - > Keywords: "Tuition"
  - DE Home > Topics > Ohio's School Options > Public Schools > Forms and Program Information for Traditional Public Schools

### **Appeals**

#### Office of Data Quality

- > dataquality@education.ohio.gov
- ♦ (614) 466-7144

### **Questions?**





#### **Social Media**

facebook

Ohio Families and Education Ohio Teachers' Homeroom

Linked in

ohio-department-of-education



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