ODE ITC EMIS Training

January 2021

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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

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Topics

- New Education Delivery Model, Hardware, and Connectivity Reporting, 4
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New Education Delivery Model, Hardware, and Connectivity Reporting

Why Is This Data Being Reported?

- Access to education outside the traditional school setting becoming more of a necessity
- Need to gather information to
  - Understand equity issues
  - Inform development of supports
- Accelerated due to COVID
- MCOECN survey at district level
- Will not be used for accountability, funding, or evaluation

What Data Is Being Reported?

- New Organization – General Information (DN) attributes and Student Program (GQ) codes
  - Education Delivery Model
  - Hardware
  - Connectivity
- EMIS Manual sections updated with new guidance
  - 2.9 Student Program (GQ) Record
  - 5.3 Organization – General Information (DN) Record
  - Not in special COVID section

Education Delivery Model

- District level initial education delivery model reported via DN Attribute
  - Building level different from district
  - Grade level different from building
- Only report program codes at student level for **planned and sustained exceptions** to the district, building, or grade level model
  - NOT for ad-hoc exceptions

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New Education Delivery Model via DN Attribute

Report EDUMODELDB at start of year and each change with appropriate Attribute Text option

- 5DAYIN: In-person only every day
  - Example: KG in-person, 4 days a week
- REMOTE: Remote only every day
- HYBRID: In-person and remote
  - Example: 3 days in person, 2 days remote
- CLOSED: No education
  - Example: district is fully remote, system outage, no instruction taking place

New Education Delivery Model via Program Codes

- Report at student level only for *planned and sustained exceptions* to the district/building/grade level model
  - Full-time remote learning
  - In-person services
- Do not report
  - When district/building/grade level model is already remote
  - If student engaging in ad-hoc remote learning temporarily
    - Example: during an illness or quarantine related to COVID-19

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Full Time Remote Student Program Codes

Report code(s) covering all terms a student commits to

- Full year = 700100
- Semester
  - First = 700110; Second = 700115
- Trimester
  - First = 700120; Second = 700123; Third = 700126
- Quarter
  - First = 700130; Second = 700133; Third = 700135; Fourth = 700138

In-Person Services Program Code

- Report 700150 for regularly scheduled instruction or services received at a school facility
  - Outside school-day instructional time
  - Often, not always, connected to an IEP, EL, or other specific learning need
  - Even if only for part of the year
- Do not report if student only attends in person for assessment, co-curricular, or extracurricular activities

Hardware

- Report student access to computer hardware for completing schoolwork at home
  - Desktop, laptop, tablet
  - Smartphone
  - Nothing
  - Unknown
- DN attribute = district/building/grade level
- Program codes = student level

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New Hardware DN Attribute

- Report LEAPRVHARD if your district provides hardware to all students in one or more grade levels
- One record for each grade/range in Attribute Text field using valid options of P, K, 1-12, 23
  - All grades = K-12
  - Contiguous grade range = 6-8
  - Non-contiguous grades = 1, 8, 11
  - Combinations = 3, 9-12

New Hardware Program Codes

- Report one-time only status as of March
- First applicable code if student uses multiple devices
  - 700201 = district provided desktop, laptop, or tablet
  - 700212 = non-district provided desktop, laptop, or tablet
  - 700234 = smartphone
  - 700245 = no access
  - 700299 = unknown
- If data collected already, those results may be used

Connectivity

- Report level of internet connectivity a student has for completing work outside of school
- New LEAPRVWIFI DN attribute *if* Wi-Fi access provided to students outside the building
  - School parking lot
  - Bus with a Wi-Fi hotspot in a student-accessible location
- Student level access reported via program codes

New Connectivity Program Codes

- Report one-time only status as of March
- First applicable code if student uses multiple devices
  - 700401 = district-provided cable, DSL, other non-cellular
  - 700412 = student's own cable, DSL, other non-cellular
  - 700423 = district-provided hotspot or cell phone
  - 700434 = student's own hotspot or cell phone
  - 700445 = no regular connectivity
  - 700499 = unknown
- If data collected already, those results may be used

Staff and Course (L) Collections

Initial Collection

- Closes January 29, 2021
- Continue review of TLC Status report even if your data is final
  - Proper cert updates
  - Contracted staff reporting
- ESSA State Licensure Assurance Report final version due out after collection closes
  - Based on TLC Status Report

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Final Collection

- Opens February 8, 2021
- Continuation of Initial collection reporting
  - Correct any leftover reporting errors
- More elements added
  - Attendance Days (CI140)
  - Absence Days (CI150)
  - Absence Days – Long Term Illness (CI155)
  - Earned High School Credit (GN150)
  - Partial/Override Credit (GN152)

March (D) Follow-up

March (D) Follow-up Process

- Collect surveys from concentrators from prior years who have left secondary education

- Report survey responses for students in ODE file using CTE Workforce Development Follow-up (GV) Record

March (D) Documentation

New CTE_MARCHD_CONCNTRTS File, 1

- FY21 will include Perkins IV and Perkins V concentrators
  - Perkins IV: completed half the program, enrolled for additional credit, and reported as concentrators
  - Perkins V: completed two or more courses within program, were reported as concentrators or determined by Department to be concentrators due to course reporting
- *And* who left secondary education in the 2019-2020 school year
  - Left anytime between the first day of 2019-2020 school year and the first day of 2020-2021 school year

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New CTE_MARCHD_CONCNTRTS File, 2

- Student will be listed in only one district for follow-up
- Can have up to five Programs of Concentration listed
  - May have been reported by district other than reporting district
  - District chooses POC to report with the "Y" flag in the CTE Workforce Development Follow-up (GV) Record
- May have same POC listed for more than one reporting year
  - Each FY will have a separate row
- Do not submit FY21 CTE March Concentrators Appeals to remove in either case

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2021D_CTE_MARCHD_CONCNTRT File

SSID	CTE_PROG_OF_CONCNTRT_CODE	RPTING_FY	POC_DETERMINATION
LK1234567	DD	2020	District Reported POC
LK1234567	A0	2019	District Reported POC
PR9876543	R7	2020	District Reported POC
PR9876543	A0	2019	District Reported POC

Two Columns Help Identify Perkins IV or V

- RPTING_FY
  - 2019 or *before* = Perkins IV
  - 2020 = Perkins V

- POC_DETERMINATION
  - "District Reported POC" = POC district reported
    - Could be Perkins IV or V
  - "ODE Determined POC" = POC as determined by Department
    - Indicates Perkins V
    - Perkins IV cannot be determined

What If Unexpected Student in File?

- Verify withdrawal and graduation reporting
- Check POC reporting
- Review course reporting
  - May have been determined to be a concentrator by Department
- Other Follow-up Status Option X no longer available (21-69)
- Will need to submit FY21 CTE March Concentrators Appeals

What If Expected Student Not in File?

Verify reporting based upon Perkins

Perkins IV	Perkins V
Completed 50% of the program **and** was reported as concentrator	Completed 2 or more courses of program
Funded in aligned WFD course in district	Funded in both courses
Left school: graduated or dropped out	Left school: graduated or dropped out
If above true, contact ITC for helpdesk ticket	If above true, contact ITC for helpdesk ticket
If not reported, submit FY21 CTE March Concentrators Appeals	If course data issues, submit FY21 CTE March Concentrators Appeals

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What If Student Moves?

- Will appear in district's CTE_MARCHD_CONCNTRT file where last met concentrator status
- Will count for accountability where last met concentrator status
- Not an error to be appealed

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What If Correct Program of Concentration Not in File?

- Verify POC reporting
- Check course records
  - POC and course subject codes aligned per matrix
  - POC could have been determined by Department
- Will need to submit FY21 CTE March Concentrators Appeals

Appeals Webpage

FY21 CTE March Concentrators Appeals	1/04/2021	1/22/2021
Impacted Organizations:		
Organizations required to report CTE follow up data in FY21 March (D)		
Required to Approve:		
Superintendent (Instructions)		
Data Included:		
CTE Program of Concentration data reporting errors in the past that are causing a student to be excluded from the 2021 March list. Errors could be caused by: not reporting any concentrator data OR reporting concentrator data that does not align to the student's courses.		
Special Notes:		
Appeals must include student-level data using the 2021 Concentrators Appeal Student Data template. If incomplete or inaccurate data is provided, the appeal may not be accepted.		
Resources:		
Before completing an appeal, please review the guidance document.		
For CTE data and calculation related questions, please see the FY2020 Program Matrix, CTE Report Card Technical Documentation or contact the Office of Career-Technical Education.		
Districts will not be able to add or remove students to their 2021 March lists by any means other than this appeals process.		

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FY21 CTE March Concentrators Appeals

- Closes January 22, 2021
- Add *or* remove concentrators
- Update POC
- Once final CTFL reports released, students and POCs cannot be modified
- Not necessary to wait until March D to resolve reporting issues

Data Eligible for Concentrators Appeals

- POCs inaccurately reported under Perkins IV
  - Incorrect POC reported
  - POC reported where none should have been
- Student was determined to be a concentrator under Perkins V, *not* reported, and determined POC chosen for accountability should be updated

Data May Be Eligible for Concentrators Appeals

- Student was determined to be a Perkins V concentrator and should not have been

- Student was not reported as or determined to be a Perkins V concentrator and should have been

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(CTFL-XXX) Reports and Purpose

Level 2 reports available in the Data Collector

(CTFL-001) CTE March Follow-up Extract	(CTFL-002) CTE March Follow-up Extract for FFE
Finalized list, including additions and deletions based on approved Concentrators Appeals	Finalized list, including additions and deletions based on approved Concentrators Appeals
Read only, for district-level reference	For updating with survey results and data submission
.CSV format	.CSV format, change to .SEQ format and import into Flat File Editor
	Export from FFE and upload to Data Collector

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Placement Data Via CTE Workforce Development Follow-up (GV) Record

- Apprenticeship (GV620)

- Employed Placement (GV640)

- Military Placement (GV650)

- Postsecondary Education or Advanced Training (GV670)

- Service Program Placement (GV730)

Service Program Placement

- New Service Program Placement (GV730) element (21-10)
  - Defined as service program receiving assistance under Title I of the National and Community Service Act or are volunteers as described in section 5(a) of the Peace Corps Act

- Reporting instructions for Service Program Placement (GV730) (21-110)
  - Only students participating in programs defined by Perkins V or Peace Corps Act should be reported

Work-Based Learning

- Collect cumulative Work-Based learning hours (GV740) (21-48)

- Update collection of information related to work-based learning to meet both report card and Perkins V requirements (21-90)

  – Includes redefining program codes for

    - Internship Completion, 305012
    - Apprenticeship/Pre-apprenticeship, 305014
    - Work-based learning program code, 310040
    - New work-based learning option

Data No Longer Collected

- Career Technical Student Organization Participation Level (GV720) element (21-91)
- Diploma (GV630) element (21-124)

Assessment Information

- CTE Technical Assessments (GY) Record
  - Can be collected in March D if not previously reported for students on the CTFL-002 report
  - Effective FY22, will no longer be collected during March D
- Industry Credentials (GW) Record
  - Can be collected in March D if not previously reported for students on the CTFL-002 report
  - FY22 will still be collected in March D

March (D) Missing Report

- Based on students on the CTFL-002 report
  - Not included in most recent GV Record upload
  - Excluded due to fatal Level 1 error
- Placeholder record added to Preview and Submission files
  - Default values for each element
- Student will come off missing report once GV Record submitted successfully

March (D) Gen Issues Checks

- IS0144: Student reported but missing placement data
- IS0454: Student missing from March D
- Status Known Rate is less than 85%
  - IS0455: CTE program level
  - ISO456: District level
- Post Program Placement Rate is less than 84%
  - IS0457: CTE program level
  - IS0458: District level

FY21 CTE March (D) Follow-up Appeals

- Opens April 19, 2021
- Limited to correcting data for students on the CTFL-002 report
  - Incorrect survey results
  - Tech Assessment (GY) and Industry Credential (GW) results from any year
- Students and POCs cannot be added or removed with this appeal

Data Not Eligible for Appeal

- Withdrawal or graduation data
  - Handled through withdrawal overrides or graduation appeals
- Took only half of a year long course
- Earned partial credit
- District believes correctly reported courses from another district and/or year should not be included
- Was not funded in course(s)
- Two completed courses were prior to Perkins V
- District considers CTE courses to be electives

Third Grade Reading Guarantee (TGRG)

Reading Diagnostic

- Requirements the same as before COVID
- Required for all students enrolled 30 or more days, including all new students enrolled throughout the school year
  - By September 30 for grades 1 – 3
  - By November 1 for kindergarten
  - Within 30 days of enrollment for transfer students
- Reported in Midyear, End of Year, and SOES End of Year Student (S) Collections

Reading Diagnostic Result (FN370)

- AO – Assessed on Track
- NO – Assessed Not on Track
- ** – Not required
  - Student enrolled in district less than 30 days, not assessed
  - Students in grade levels not required to be assessed
- EX – Exempt from Diagnostic Assessment
  - **Only** students with *significant cognitive disabilities/alternate assessed*
- RN – Required, not assessed
  - Student enrolled in district **30 or more days**, not assessed

Reading Improvement and Monitoring Plan (RIMP)

- Requirements the same as before COVID
- Not to be confused with District Reading Improvement Plan requirements
- Required for students not on-track
- Exception
  - Students with significant cognitive disabilities
- May use for on-track students having trouble with reading
  - *All* RIMP requirements must be met

RIMP Requirements

Implemented within 60 days of **_Reading Diagnostic_** result

- –Must be written
- –Must identify student's individual reading deficiencies
- –Must have parent involvement

For full list of RIMP requirements, see TGRG Guidance Manual & other TGRG documentation on ODE website

RIMP vs. Non-RIMP Program Codes

- RIMP – Only report for plans that meet **all** requirements **and** if services were implemented
  - 151500 Summer Intervention
  - 152500 – 152699 Regular School Year
- Non-RIMP
  - 151490 Academic Intervention, Summer
  - 152330 Academic Intervention, Regular School Year

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ODDEX

New Wiki Section for OEDS Roles

Export to Word or PDF

Dashboard / Ohio District Data Exchange (ODDEX) / Introduction

OEDS Roles for ODDEX Access

Ohio District Data Exchange (ODDEX) is the primary application for a number of modules districts will use for data verifications and exchanges.

Access to the application and data is restricted to authorized district and ITC personnel as well as ODE staff. Access is granted through OEDS roles either:

- Roles By Module
- Roles to Module Cross Reference

The Ohio Educational Directory System (OEDS) is a decentralized directory data system managed by the Ohio Department of Education in which organizations maintain their own data.

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Roles for Student Claiming Module (SCM)

Module is not in ODDEX yet, but roles are available in OEDS

These roles have access to all functions within the module	Superintendent
	Enrollment Staff-SCM
These roles can only view within the module	Coordinator-EMIS
	Director-EMIS
	Supervisor-EMIS
	Data View-SCM
	Site Manager (ITC only)
	SDC-Student Level Access (ITC only)

Roles to Module Cross Reference

When granted an OEDS role from the first column, a user gets access as described in the listed modules found in the last column

Coordinator-EMIS	These roles can only view or export within the modules	SOES: Community School Enrollments
Director-EMIS		SOES: Community School Calendars
Supervisor-EMIS		SCR

ODDEX Exports

All exports now offer format option (except FA)

–Tab delimited, default
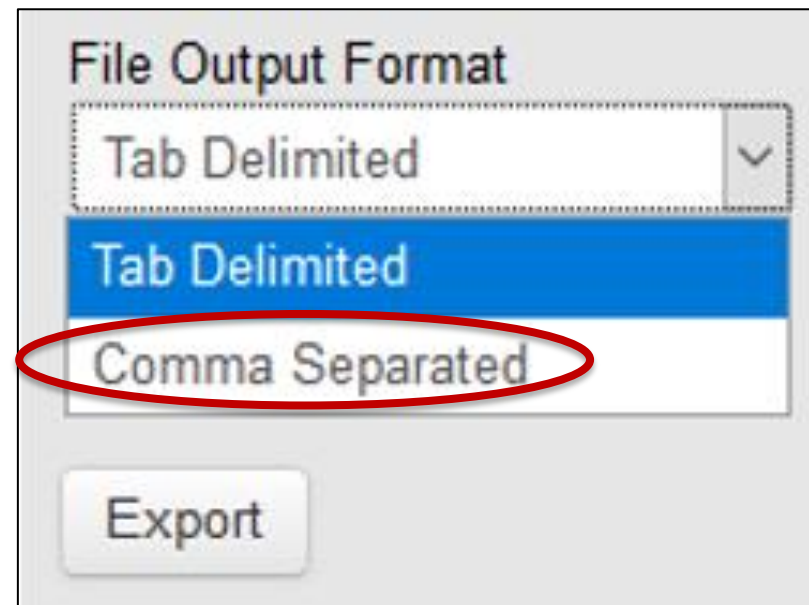
–Additional CSV format

CCP
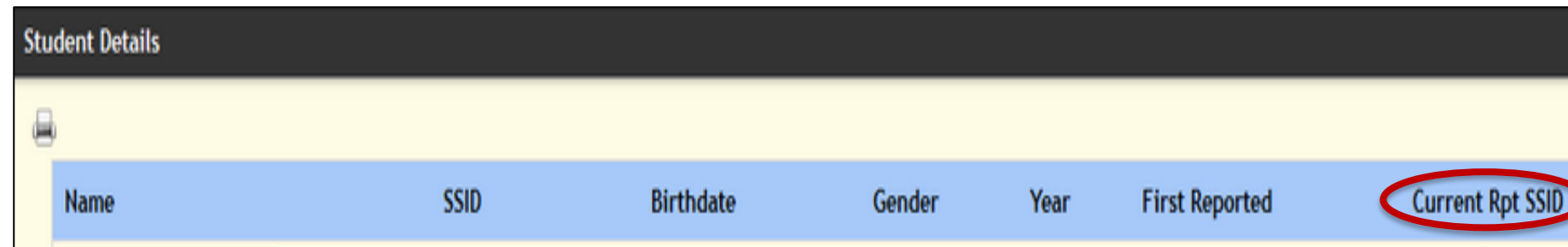
- Enhancement
  - "All" school year drop down option removed
    - Use 'Global SSID' search
- Correction
  - Agreements for all districts displayed for some single district users
    - Now only district-specific agreements will display

Other

- Records: Summary screen now includes an export option
- SCR: "All" school year drop down option removed
  - Use 'Global SSID' search
- SOES: Problem corrected where a traditional district was redirected to a community school's data
  - "No access" error
  - Rare occurrences

SSID Changes – What's Next

- Current SSID will be added to prior SSID display

- Prior SSID will be added to current SSID display

- Any current conflicts closed, no future conflicts

Questions?

Resources

Evaluation Survey

Training Evaluation

Your evaluations of our trainings are now being collected via an online form. This will give us access to better, more immediate feedback and statistics about these trainings, which will allow us to be even more responsive to your input. This will also be easier for you as you will no longer have to email anything to us.

After completing the evaluation and clicking submit, you will see a message thanking you for your feedback and acknowledging your attendance at a training. If this is information you need, be sure to capture or print the page and retain it for your records. Once the evaluation period for the session ends (2 weeks after the final session), you will no longer be able to submit a response or receive an attendance acknowledgement. *Note that this is the only way to receive this acknowledgement. We will no longer be emailing this information to participants.*

EMIS Manual, 1

- 2.6 Student Attributes – No Date (FN) Record
- 2.8 Student Assessment (FA) Record
- 2.9 Student Program (GQ) Record
- 2.12 CTE Workforce Development Follow-up (GV) Record
- 3.3 Staff Demographic (CI) Record
- 4.2 Course Master (CN) Record
- 4.4 Student Course (GN) Record
- 5.3 Organization – General Info (DN) Record

Report Explanations

- CTE FTE Reports
- (TLCS-001) Teacher Licensure Course Status

(GNIS-xxx) General Issues

- Level 2 reports generated by business offices on student, staff/course, assessment, and financial data

- Announced via Release Notes
  - ODE Home > Topics > EMIS > EMIS Technical Documentation > EMIS Release Notes

- For assistance, contact data manager on report and in report explanation

- Do *not* include student identifiable information in communications

File Descriptions

- 2021D_CTE_MARCHD_CONCNTRT
- 2021L_PRIN_ESSA_Licensure_Assurances

Other, 1

- Coronavirus (COVID-19) Information for Ohio's Schools and Districts
  - http://education.ohio.gov/Topics/Student-Supports/Coronavirus
- EMIS Changes
  - http://education.ohio.gov/Topics/Data/EMIS/EMIS-Documentation/EMIS-Changes-1
- EMIS Flat File Editor
  - https://wiki.ssdt-ohio.org/display/emisffe/

Other, 2

- Perkins Resources
  - http://education.ohio.gov/Topics/Career-Tech/CTE-Performance-Data-and-Accountability/Perkins-Resources
- ODDEX Help
  - https://wiki.ssdtohio.org/pages/viewpage.action?pageId=21135503
- Office of Educator Licensure
  - http://education.ohio.gov/Topics/Teaching/Licensure

Other, 3

- Reset and Restart
  - http://education.ohio.gov/Topics/Reset-and-Restart
- SB 216 FAQ
  - http://education.ohio.gov/Topics/Teaching/Questions-and-Answers-about-Ohio-Senate-Bill-216#FAQ3444
- TGRG Guidance Manual
  - http://education.ohio.gov/getattachment/Topics/Early-learning/Third-Grade-Reading-Guarantee/TGRG-Guidance-Manual.pdf.aspx

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Office of Data Quality

- EMIS Data Appeals
  - http://education.ohio.gov/Topics/Data/EMIS/Reporting-Responsibilities/Data-Appeals

- EMIS Data Review & Verification
  - http://education.ohio.gov/Topics/Data/EMIS/Reporting-Responsibilities/EMIS-Data-Review-Verification

- Contact information
  - dataquality@education.ohio.gov
  - (614) 466-7144

OH|ID Portal

- Help
  - http://education.ohio.gov/Topics/Department-of-Education-OH-ID-Portal-Help

- FAQ
  - http://education.ohio.gov/Topics/Department-of-Education-OH-ID-Portal-Help/Department-of-Education-OH-ID-Portal-Help-Frequent
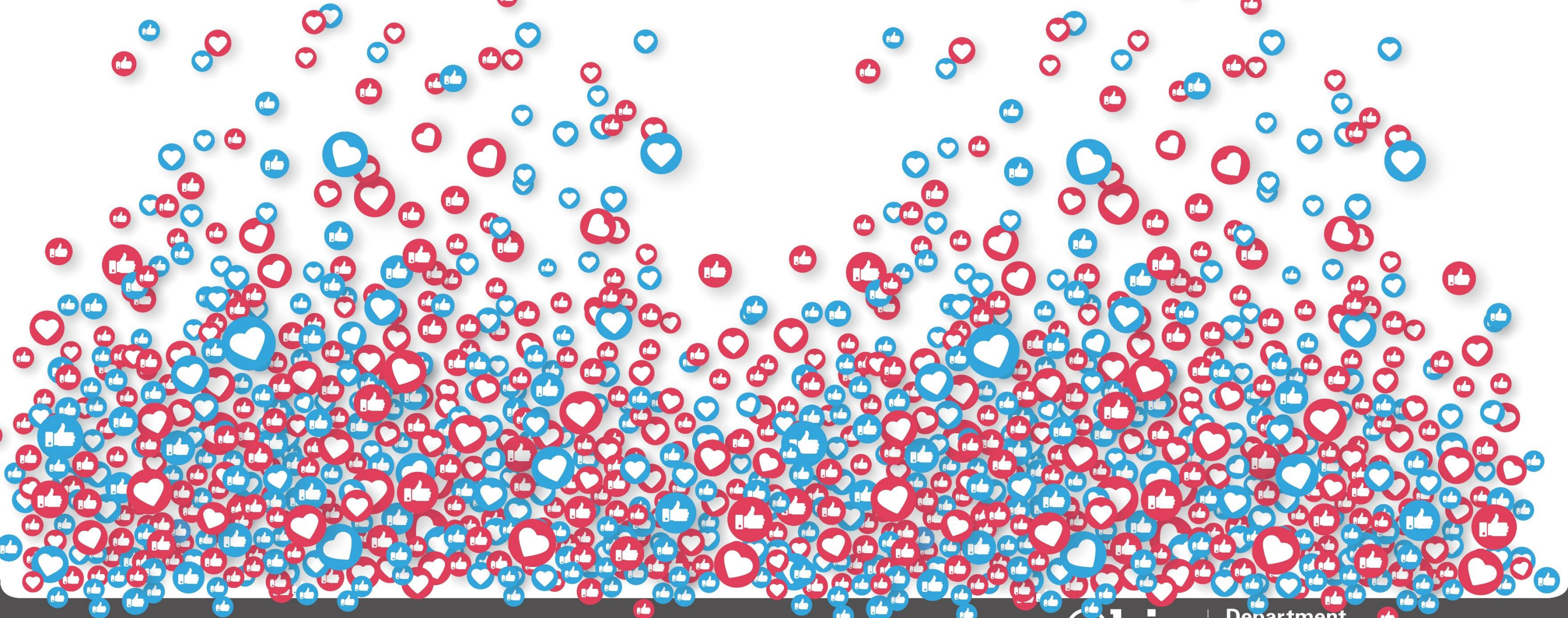
- Contact
  - Profile.Help@education.ohio.gov
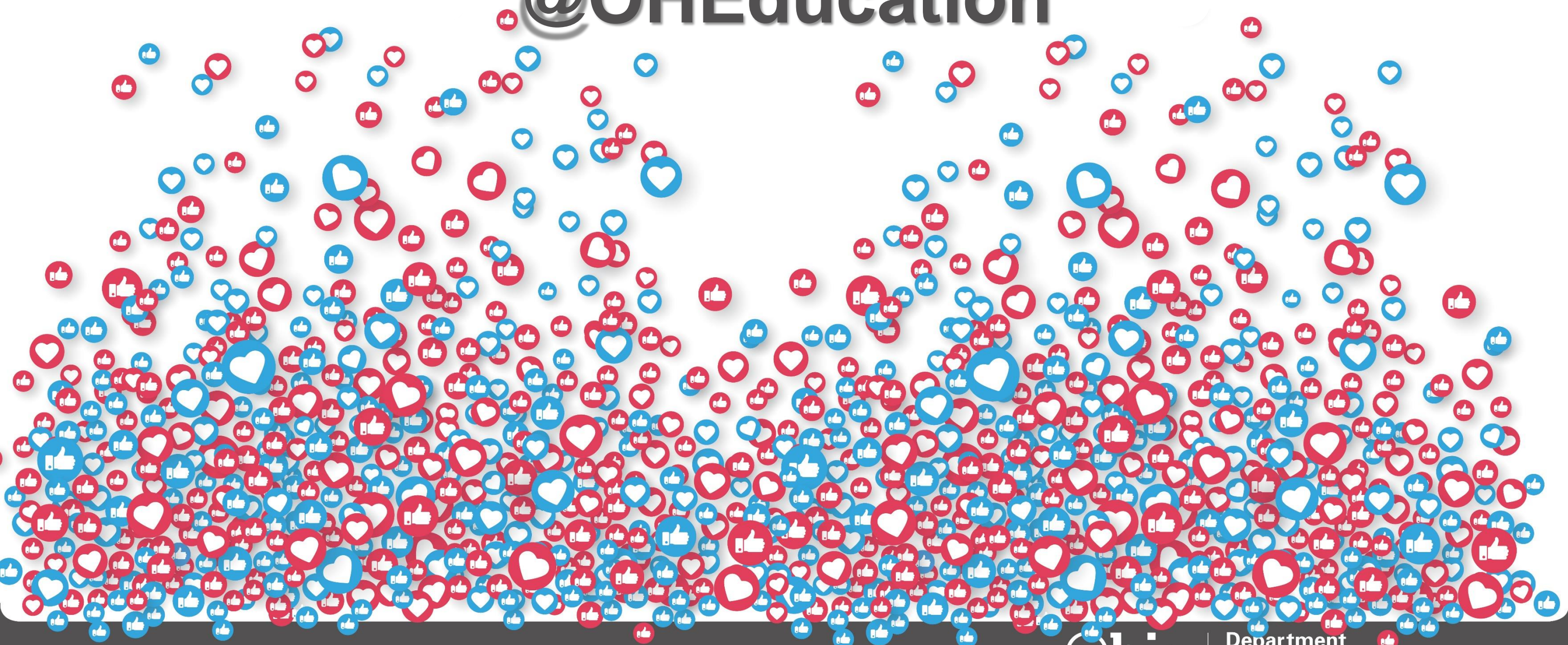
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