



ODE ITC EMIS Training

May 2017

Topics

- ▶ FY17 Updates and Reminders
- ▶ FY18 Changes and Beyond
- ▶ ODDEX

FY17 UPDATES AND REMINDERS

Maintenance of Effort (MOE)

- ▶ Expenditure (QC) Record data used to determine if district met MOE requirements
 - ▶ Special Education
 - ▶ Title I
- ▶ Financial (H) Collection
 - ▶ 5/16/2017 – 8/31/2017
 - ▶ MOE application goes live in June
 - ▶ Within CCIP
- ▶ New MOE overview in EMIS Manual
 - ▶ Section 6.1, version 4.0

MOE, cont.

- ▶ Expenditure Report updated with new columns
 - MOE met/not met for each area
- ▶ ODE offices will reach out to districts not meeting and/or not reporting
 - Prior to close of H Collection
- ▶ FY17 Finance (H) Appeals
 - 9/18/2017 – 9/29/2017

Assessment Collections – Missing List

New column: FA Status

- ▶ Enrolled during test window
- ▶ Result in vendor file
- ▶ Both of the above
- ▶ Fatal Level 1 error

Assessment Type	Assessment Area Code	Test Grade Level	FA Status
GA	M	06	Enrolled during Test Window
GA	R	06	Has Vendor results
GA	C	06	Enrolled during Test Window and has Vendor Results
GA	M	06	Enrolled during Test Window and has Vendor Results
GX	C	10	Has Vendor results
GA	M	03	Fatal

Assessment Collections – Unexpected Result List

- ▶ New name to provide clarification
 - Still under development
- ▶ Identifies any SSID not found in ODE source files
 - Vendor file
 - District enrollment data during test window

Student Withdrawal Override (FC) Record

- ▶ EMIS Manual Section 2.17, version 4.0
- ▶ Name change
 - Was “Student *Missing* Override (FC) Record”
- ▶ Ability to update prior year withdrawal data impacting current or future grad rate
 - Misreported withdrawal date and reason
 - Incorrect withdrawal reason
- ▶ Part of new Graduation Rate process

Graduation Rate

- ▶ Longitudinal Grad Rate process currently being rewritten
 - ▶ Cohort changes processed throughout the school year
- ▶ New process will provide districts with ability to see student cohort changes
 - ▶ ODDEX/History future enhancement

New Special Education Weighted FTE Adjustment

- ▶ FTE Detail Report now includes new column
 - Displays amount of adjusted special education weighted FTE
- ▶ FTE Adjustments Report displays corresponding information
 - Adjusted FTE column
 - Result Code column
- ▶ Adjusted FTE amount will be added back if data submitted indicating services provided

New CTE FTE Adjustment Checks

- ▶ (CTEA-001) CTE Student Error Detail Report
 - ▶ SC0014 by single course
 - ▶ SC0015 total for student
 - ▶ Regular FTE vs CTE FTE
- ▶ Course FTE greater than student FTE due to
 - ▶ Incorrect student enrollment
 - ▶ Duplicate course reporting
 - ▶ Incorrect Length of Scheduled Instruction (CN100) for career tech course

FINDING EMIS
CHANGE
INFORMATION

EMIS Change Information

Home > Data > EMIS > EMIS Technical Documentation > EMIS Change Committee Conference Calls

QUICK LINKS

- » EMIS Basics
- » Documentation
- » EMIS Reporting Responsibilities
- » Reference Lists
- » Resources
- » EMIS Technical Documentation
 - EMIS Change Committee Conference Calls
 - EMIS ITC Conference Calls
 - EMIS Release Notes
 - Ohio EMIS Software Vendor Conference Calls
- » Certification and Licensure Search

LATEST NEWS

EMIS Newsflash – May 16, 2017

EMIS Change Committee Conference Calls

The purpose of these monthly conference calls is to share upcoming EMIS changes with the EMIS Change Committee in order to keep the field apprised of the changes coming to EMIS as well as to elicit feedback from EMIS users regarding the impacts of particular changes. Posted on this webpage are the agendas and documentation distributed for and discussed during these calls.

The documents posted on this page include data definitions and other details for upcoming EMIS changes. This information has not yet been included in the EMIS Manual as of the date of the conference call.

Note that these documents contain the most up-to-date information that we have at the time of the call. However, due to legislative changes, policy changes, or a changing understanding of the issues and the data, the details may change before the information appears in the Manual. Please be sure you are looking at the most recently shared information when reporting EMIS data.

MAY 10, 2017

» [Agenda](#) 

APRIL 12, 2017

» [Agenda](#) 

FY18 CHANGES AND BEYOND

Staff Changes

- ▶ 53698 – Create report of positions without credentials and application status
 - ▶ Supplement to Invalid Cert Report
- ▶ 54002 – Clarify reporting instructions for Staff Separation
 - ▶ Position Separation Date (CK300)
 - ▶ Position Separation Reason (CK230)
- ▶ 37227 – Review staff contracting reporting instructions pertaining to ESP ratio
 - ▶ Contractor Staff Employment (CJ) Record

Staff Changes, cont.

- ▶ 41378 – Transition from HQT to new ESSA measure
 - ▶ Still collect HQT
- ▶ 53120 – Collect principal experience years
 - ▶ Specific to Position Code 108

Student Changes

- ▶ 17515 – Placeholder for changes due to gifted rules
 - ▶ Addition and deletion of program codes
- ▶ 20928 – Collect participation of Coordinated Early Intervening Services
- ▶ 38851 – New alternative assessment Retained Status (FN070) option for TGRG
 - ▶ M – Not retained due to adequate performance on STAR
- ▶ 41702 – Collect Restraint and Seclusion Data
 - ▶ Possible new record similar to Discipline (GD)

Student Changes, cont.

- ▶ 52559 – OELPA exemption from taking one or more assessment areas
 - ▶ No available/appropriate accommodations
- ▶ 52377 – Seal of Biliteracy on diploma
 - ▶ Possible Y/N or by language
- ▶ 53272 – Collect Fiscal Year Student Began Ninth Grade (FN110) in all Students Collections
 - ▶ Traditional Districts
 - ▶ Community and Stem

Preschool Changes

- ▶ 42406 – Potential ESSA requirement to add count and percent of preschool students to LRC
- ▶ 49849 – Review Preschool Poverty Level (FD120) options
- ▶ 52176 – Preschool subject codes review

Subgroup Related Changes

- ▶ 43970 – Tracking students from military families
- ▶ 46298 – Update How Received (FS180) description for foster placed students – ESSA
- ▶ 41291 – Clarification on reporting Disadvantage (FD110) for students in CEP buildings

Subgroup Related Changes, cont.

- ▶ 51550 – Documentation for withdrawal reasons – ESSA Graduation Rate
- ▶ 52035 – ESSA-related changes to LEP (FD170)
 - Currently EL – English Learners
- ▶ 51994 – Homeless nighttime status update

Truancy – HB410

52743 – New truancy-related data (ESSA)

- ▶ New EMIS reporting requirements for districts
 - ▶ Notice to parents of truancy
 - ▶ Intervention plan in place
 - ▶ Level of court involvement
 - ▶ When student met absence threshold
- ▶ New record similar to Student Special Education (GE) Record
 - ▶ Date driven

Data Collector

- ▶ Move to SAFE authentication
- ▶ More district staff will have default access based on OEDS role
- ▶ User interface enhancements to assist in controlling access

Data Collector – Permissions

Ability to configure data-related permissions

- Collect

- Start a collection
- Prepare collected data

- Submit

- Certify and submit

- Review

- Preview/review prepared data and Level 1 validation exceptions

Data Collector – Permissions, cont.

Ability to configure report-related permissions

- Level 1
 - View Level 1 Reports
- Level 2
 - View Level 2 Reports
- Files
 - View or download files on Files tab

Data Collector – Authorizations Tab

Select Role to configure access and permission for any staff with a particular role

Collection Requests | Collection Status | Submissions | Progress | Reports | Archives | Preferences | Data Sources | **Authorizations**

Authorizations

Configure Authorizations

Use this page to configure authorizations for users accessing data and reports for: Development (111111). Start by selecting a role. You can configure authorizations for all users who have this role, or configure the role's authorizations for each user separately. ... [Show full instructions](#)

Select the Role to configure its Access and Permissions. Select All User to configure the selected role the same way for all user, authorized for this role. Or select a specific user, to configure the role for each user separately.

Select user(s) and role for whom to configure authorizations

Role: All
User info: Data Collector
Data Reviewer
Data Submitter
EMIS Coordinator
Superintendent
Treasurer

User: All

[Configure Permissions](#) | [Check for new users](#)

Authorizations Tab, cont.

Configure by Role options

‣ Treasurer

Select the Role to configure its Access and Permissions. Select All User to configure the selected role the same way for all user, authorized for this role. Or select a specific user, to configure the role for each user separately.	Select user(s) and role for whom to configure authorizations	
	Role: <input type="text" value="Treasurer"/>	User: <input type="text" value="All"/>
User info: All users are selected		

[Configure Permissions](#) | [Check for new users](#)

Configuring role: Treasurer, for all users

Permission	Authorized	Configure Access	Description
Collect:	<input type="radio"/> Yes <input checked="" type="radio"/> No		Allows collecting, preparing and viewing data and archives
Submit:	<input type="radio"/> Yes <input checked="" type="radio"/> No		Allows submitting collections and viewing data and archives
Review:	<input type="radio"/> Yes <input checked="" type="radio"/> No		Allows viewing data and archives, but not starting nor submitting collections; included in the Collect and Submit permissions
Level1:	<input checked="" type="radio"/> Yes <input type="radio"/> No	by Data Set by Category	Allows viewing Level 1 Reports
Level2:	<input checked="" type="radio"/> Yes <input type="radio"/> No	by Data Set by Category	Allows viewing Level 2 Reports
Files:	<input checked="" type="radio"/> Yes <input type="radio"/> No	by Data Set by Category	Allows viewing Received Files

[Save changes](#) | [Cancel changes](#) | [Reset to original defaults](#)

Authorizations Tab, cont.

Select User to configure access for an individual staff member by role

Collection Requests | Collection Status | Submissions | Progress | Reports | Archives | Preferences | Data Sources | **Authorizations**

Authorizations

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Select the Role to configure its Access and Permissions. Select All User to configure the selected role the same way for all user, authorized for this role. Or select a specific user, to configure the role for each user separately.

Select user(s) and role for whom to configure authorizations

Role: All

User info: All users are selected

User: All
Alice Rosh
Mariko Wong
Rick Swell
Siobhan McInerny
Srinivas Patel
Steve Wright

[Configure Permissions](#) | [Check for new users](#)

Authorizations Tab, cont.

Configure by User, then by Role

‣ Data Submitter

Select the Role to configure its Access and Permissions. Select All User to configure the selected role the same way for all user, authorized for this role. Or select a specific user, to configure the role for each user separately.

Select user(s) and role for whom to configure authorizations

Role: User:

User info: Siobhan McInerny, email: siobhanR@ohio.org, has roles: EMIS Coordinator, Data Submitter

[Configure Permissions](#) | [Check for new users](#)

Configuring role: Data Submitter, for Siobhan McInerny

Permission	Authorized	Configure Access	Description
Collect:	<input type="radio"/> Yes <input checked="" type="radio"/> No		Allows collecting, preparing and viewing data and archives
Submit:	<input checked="" type="radio"/> Yes <input type="radio"/> No	by Data Set	Allows submitting collections and viewing data and archives
Review:	<input checked="" type="radio"/> Yes <input type="radio"/> No	by Data Set	Allows viewing data and archives, but not starting nor submitting collections; included in the Collect and Submit permissions
Level1:	<input checked="" type="radio"/> Yes <input type="radio"/> No	by Data Set by Category	Allows viewing Level 1 Reports
Level2:	<input checked="" type="radio"/> Yes <input type="radio"/> No	by Data Set by Category	Allows viewing Level 2 Reports
Files:	<input checked="" type="radio"/> Yes <input type="radio"/> No	by Data Set by Category	Allows viewing Received Files

[Save changes](#) | [Cancel changes](#) | [Reset to original defaults](#)

Data Collector – Reports Tab

Category dropdown

The screenshot displays the 'Reports' tab in the Data Collector application. The navigation bar includes 'Collection Requests', 'Collection Status', 'Submissions', 'Progress', 'Reports' (highlighted), 'Archives', and 'Preferences'. Below the navigation bar, the 'Level 1 Reports' section is visible, with a sub-section for 'Level 1 Reports' containing links for 'Level 1 Reports', 'Level 2 Reports', and 'Received Files'. A text instruction reads: 'Choose the filter criteria then click the Show Reports link to generate the list of Level 1 reports matching these criteria.' The 'Filter Options' section includes dropdown menus for 'Collection Request' (set to 'All'), 'Data Set' (set to 'All'), 'School Year' (set to 'All'), and 'Category' (set to 'All'). A red circle highlights the 'Category' dropdown menu, which is open to show options: 'Calendar Display', 'Enrollment Reports', 'Missing Data Report', and 'Summary'. There is also a checkbox for 'Show closed collections' and a 'Reset filters' link. The 'Display Options' section includes 'Group By' (radio buttons for 'Collection Request', 'Category', and 'None', with 'Collection Request' selected) and 'File Format' (radio buttons for 'CSV' and 'HTML', with 'CSV' selected). At the bottom, there are links for 'Show Reports' and 'Restore Defaults'.

ODDEX

College Credit Plus

- ▶ Data load occurring more regularly
 - College *and* district data
 - Review more regularly!
- ▶ FY16 records review still possible
 - Use “Record Age” filter
 - 31-45 days
 - 16-31days
- ▶ Records with “Age Over 45” cannot be reviewed/flagged
 - Contact college and/or area coordinator

Tuition

FY17 Period 1

- ▶ Student enrollment from July 1, 2016 – Dec. 31, 2016
- ▶ Initial Data Load: March 20 – April 28, 2017
 - ▶ Extended to May 15, 2017
- ▶ Review and Flag Resolution Period: May 1 – May 31, 2017
 - ▶ 5/1/17 start date of 30 day review period
 - ▶ 5/31/17 time-out date for payment eligibility

Tuition, cont.

FY17 Period 2

- Student enrollment from Jan. 1 – June 30, 2017
- Initial Data Load: May 1 – July 15, 2017
- Review and Flag Resolution Period: Aug. 1 – 31, 2017
 - 8/1/17 start date of 30 day review period
 - 8/31/17 time-out date for payment eligibility

Tuition – Educating District

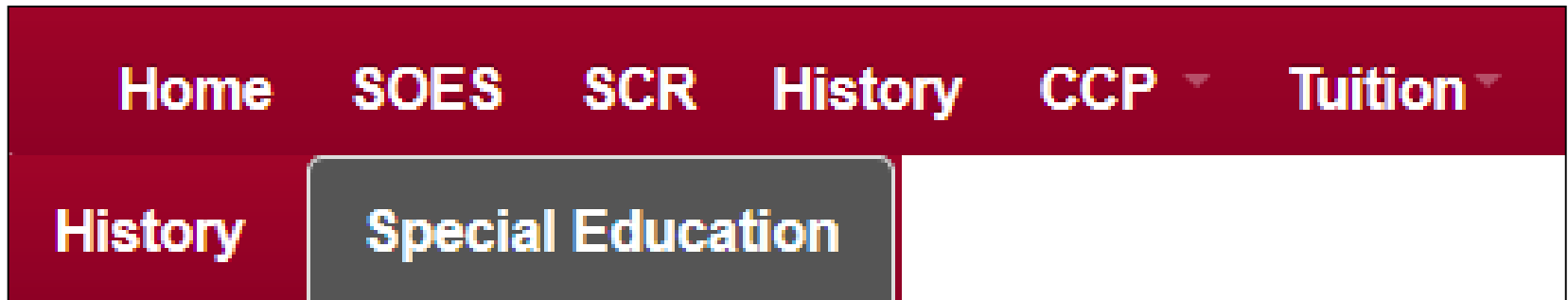
- ▶ Submit data to EMIS
- ▶ Submit contact data to SSDT, or enter contact data directly in ODDEX
- ▶ Provide “Placement By” data as needed
- ▶ Review students
 - ▶ 30 day review period
- ▶ Set Review flags
- ▶ Escalate
 - ▶ 7 day rule

Tuition – Resident/Paying District

- ▶ Review students
- ▶ Set Review flags
- ▶ Approve students
- ▶ Escalate
 - Open review in place for 7 days

Special Education Tab

- ▶ Extension of History data
- ▶ Access to Special Education data means access to History Data
 - ▶ Not vice versa



Special Ed Tab – Data Display


- ▶ One record per
 - ▶ District
 - ▶ SSID
 - ▶ Special Ed Event Type
 - ▶ Event Date included
- ▶ Event is reported in one fiscal year, re-reported in next fiscal year
 - ▶ Most recent fiscal year record replaces prior fiscal year record

Data Display, cont.

- ▶ Event from most recent fiscal year stops being reported
 - Will revert to most recent prior fiscal year record
- ▶ Initial load will include data from three prior fiscal years
 - Records accumulate as reported to EMIS
- ▶ Any records prior to and including student withdrawal date will be displayed


Special Ed Tab – Data Detail

- ▶ Available day after SSID submitted in SCR
- ▶ Display includes all data reported statewide
 - ▶ Not just your data
 - ▶ Helpful for new enrollments

							
Name		SSID			Birthdate		
Data-7, Generated		GD0000007			07/15/1999		
Event Date	Event Type	Outcome	Outcome Dates	Non-Compliance	Secondary Planning	Required Test Type	Reported by LEA
04/03/2018	TETR	CNRF	09/04/2016 - 05/21/2020	N/A	N/A	STR	Lumber City Camilla Local (030224)
01/15/2017	RFRL	N/A	05/22/2016 - 11/21/2019	01	TFYG	ALT	Lumber City Camilla Local (030224)
01/05/2017	IETR	CNDP	02/15/2018 - 03/11/2020	01	N/A	ALT	Lumber City Camilla Local (030224)

Data Detail, cont.

Hover over code for description

History		Special Education			
					
Name		SSID			
Data-7, Generated		GD0000007			
Event Date	Event Type	Outcome	Outcome Dates	Non-Compliance	Secondary Planning
04/03/2018	TETR	Transfer Evaluation	3 - 05/21/2020	N/A	N/A

Special Ed Tab – Print/Export Capabilities

- ▶ EMIS descriptions included in export
- ▶ Sample of exported data rows

The screenshot shows the Ohio Department of Education's ODDEX interface. The top navigation bar includes links for Home, SOES, SCR, History, CCP, Tuition, Calendar, Users, Agencies, a search box for SSID, and Help, About, Log Out. Below this, the 'Special Education' tab is selected. A table of data is displayed with columns for Name, SSID, and Birthdate. A printer icon is circled on the left, and an 'Export' button is circled on the right.

GD0000007	Last_Name7	First_Name7	07/15/1999	04/032018	TETR	Transfer Evaluation	CNRF	Consent Refused
GD0000007	Last_Name7	First_Name7	07/15/1999	01/15/2017	IETR	Evalaution Team	CNDP	Due Process

Special Ed Tab – OEDS Roles

▶ Default access

- ▶ Superintendent
- ▶ EMIS Coordinator, Manager, Director
- ▶ Others TBD
- ▶ Access when ODDEX changes are available

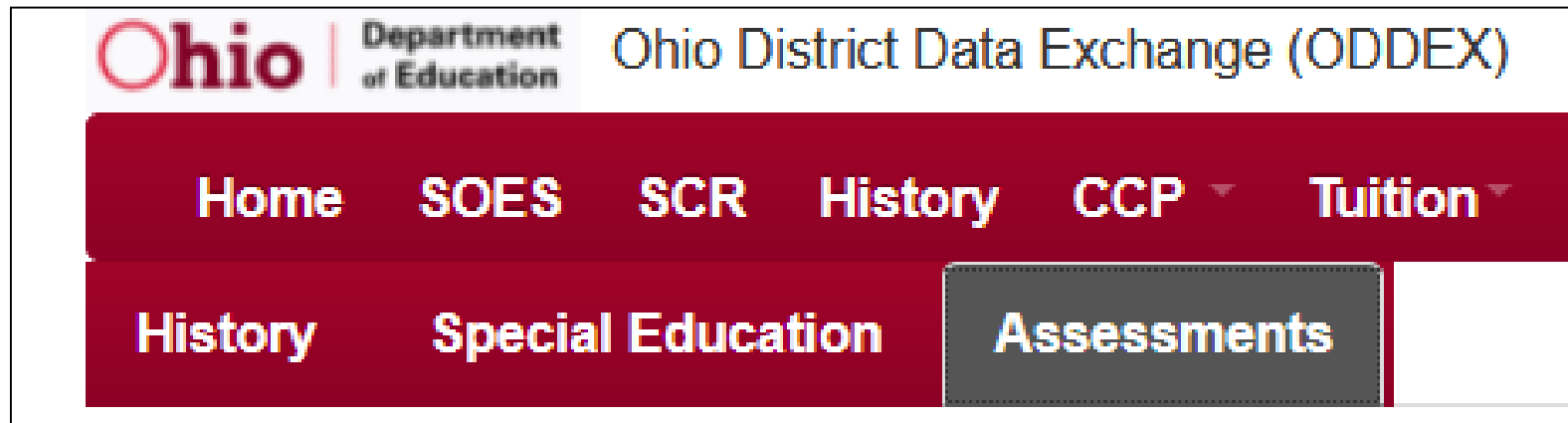
▶ New roles

- ▶ To be announced

Assessments Tab

Future enhancement

- Extension of History
- Separate tab selection
- Graduation-related assessments
 - EOC, OGT, ACT, SAT, etc.



Questions?



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