SOES for Community Schools

ODE, June 2014

Ohio | Department of Education

The Usual Reminders

▶Not enough time to cover all of the details of each change

▶More detailed information will be included in the new SOES Manual

▶Additional information is also available in the EMIS Manual

Topics

▶ New Collection Requests

▶ OEDS Overview

▶ SOES Overview

▶ SOES Preview

▶ Student Cross Reference

NEW COLLECTION REQUESTS

New Collection Requests

▶ *When* and *How* data is submitted is changing

▶ New collection requests added to Data Collector for SOES and SCR

- ⊳ Calendar (C) – All
- ⊳ Student Cross Reference (S) – All
- ⊳ SOES Student Contact (S) – CS
- ⊳ SOES/EMIS (S) – CS

Calendar (C) Collection

‣ Community schools will now submit their calendars through EMIS

‣ Two reporting windows

⇾ May-July – Community schools must submit calendars prior to school starting

‣ Authorizer approval will be through SOES website

⇾ August-July – Updates should be made for any exceptions/unplanned days

Calendar (C) Collection Screenshot

Initial Calendar Collection

Beginning of year collection is required for all EMIS reporting entities. Source files for DL and DN record types, labeled with the "C" reporting period, must be uploaded in EMIS manual format through the Data Collector Data Sources tab. This collection request is used for the data for school funding, Federal reporting, and other required ODE reporting.

Submissions: May 02, 2014 - July 31, 2014

Expiration Date: July 31, 2014 (in 57 days)

Version: 3

LEA Type: Public District
Joint Vocational School Distri
Community School
Educational Service Center
State Supported Organization
STEM

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Student Cross Reference (S) Collection

▶Window: July – July

▶Continuous throughout the year

▶Contains

　　▹Demographic (GI)

　　▹Student Standing (FS)

　　▹Summer Withdrawal (FL)

Student Cross Reference (S) Collection Screenshot

Student Cross Reference

Collection required for all EMIS reporting entities. Source file(s) for GI, FS, and FL student record types, labeled with the "S" reporting period, must be uploaded in EMIS manual format through the Data Collector Data Sources tab. Collection and submission will be automatic, but can be run on-demand as needed. Level 1 reports should be reviewed to identify data with errors that was excluded in the automatic submission. Updated student admission and withdrawal data must be submitted via this collection request within 30 days of the change in student status.

Submissions: July 01, 2013 - July 31, 2014

Expiration Date: July 31, 2014 (in 57 days)

Version: 20

LEA Type: Public District
Joint Vocational School Distri
Community School
Educational Service Center
State Supported Organization
STEM

SOES Student Contact (S) Collection

▶Window: July – July

▶Continuous throughout the year

▶Contains

⤷Demographic (GI)

⤷Student Contact (FF)

⤷Student Contact Address (FG)

SOES Student Contact (S) Collection Screenshot

SOES Student Contact(s) Collection

Collection required for all Community Schools. Source file(s) for GI, FF and FG student record types, labeled with the "S" reporting period, must be uploaded in EMIS manual format through the Data Collector Data Sources tab. This collection request is for the resident district and community school to see the student�s name and contact information in regards to conflicts regarding the student. This data is sent directly to SSDT and will be merged with the other SOES collection that is sent to ODE on a nightly basis to be displayed in the new SOES system accessed through ODE's SAFE Web Portal.

Submissions: July 01, 2013 - July 31, 2014
Expiration Date: July 31, 2014 (in 57 days)
Version: 2
LEA Type: Community School

SOES/EMIS (S) Collection

▶ Two reporting windows

   ⇢ July-Jan?

   ⇢ Feb?-July

▶ Continuous throughout the year

▶ Data builds from one window to another

▶ Contains data already included in SCR collections *plus* data needed for funding and other required EMIS reporting

OEDS OVERVIEW

OEDS Overview

OEDS Overview, cont.

OEDS Overview, cont.

General | **Personnel** | **Location** | **Relationships**

https://webapp2.ode.state.oh.us/oeds-r/maintainorg/personnel.asp?crypt=b%92%95%8A%8E%88%9C%60TSSSY

Role   **OEDS-R Organization Administrator**

https://webapp2.ode.state.oh.us/oeds-r/maintainorg/personnel.asp?crypt=b%92%95%8A%8E%88%9C%60TSSSY

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Community School Authorizer Roles

▸Superintendent

▸Data View – SOES (new)

▸Both roles can

⇢Read only for student data (won't be able to see names and addresses)

⇢Approve the calendar

Community School SOES Roles

▸ Read only for all CS student data
  ▹ Superintendent
  ▹ EMIS Roles
    ‣ Coordinator
    ‣ Manager
    ‣ Director
  ▹ Data View – SOES (new)

▸ Comment capability and Read only for data
  ▹ Superintendent
  ▹ Commenter – SOES (new)

▸ Ability to modify settings for school (notification frequency, contact names)
  ▹ Superintendent
  ▹ Application Manager – (New Application Name)

Community School SCR Roles

▸ Read only for all CS student data and other district data where a conflict exists
  ⋗ Superintendent
  ⋗ EMIS Roles
    ‣ Coordinator
    ‣ Manager
    ‣ Director
  ⋗ Data View – SCR (new)

▸ Comment capability and Read only for data
  ⋗ Superintendent
  ⋗ Commenter – SCR (new)

▸ Ability to modify settings for school (notification frequency, contact names)
  ⋗ Superintendent
  ⋗ Application Manager – (New Application Name)

SOES OVERVIEW
FOR COMMUNITY SCHOOLS

SOES

▸New website for SOES and SCR
- ⊳Link will be distributed closer to launch
- ⊳Operational in July 2014 for FY15

▸Login with SAFE credentials
- ⊳Must have appropriate OEDS role assigned

▸Will have export, email notification, and contact info update capability

Records Required for SOES

▸ Same as in prior years
- ▹ Demographic (GI)
- ▹ Student Standing (FS)
- ▹ Student Attributes – Effective Date (FD)
- ▹ Student Standing – No Date (FN)
- ▹ Student Special Education (GE)
- ▹ Organization – General Information (DN)
- ▹ Grade Schedule (DL)

▸ *NEW*. . . for FY15
- ▹ Student Contact (FF)
- ▹ Student Address (FG)

Records by Collection Request

		SCR	SOES Contact	SOES/EMIS	Calendar
Student Demographic	GI	✓	✓	✓	
Student Standing	FS	✓		✓	
Student Summer Withdrawal	FL	✓		✓	
Student Attributes Effective Date	FD			✓	
Student Standing No Date	FN			✓	
Student Special Education	GE			✓	
Student Contact	FF		✓		
Student Address	FG		✓		
Organization-General Info	DN			✓	✓
School Grade Schedule	DL				✓

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"S" Collection Request Flow Process

‣All records created/maintained in student software or Flat File Editor (FFE)

‣Data must then be exported to the Data Collector

‣CS will collect, prepare, and submit the S collection requests for SOES

‣SOES website populated from most recent submission

What's Going Away

▸Direct reporting of units/FTE

▸Old extra withdrawal reasons

▸Data upload from .csv files

▸Data updating in SOES

▸Separate log-ins

▸SOES account creation

▸Reports currently in old SOES

What's Staying

▶ Resident district responsibility to review/flag their resident students

▶ Flag status reasons

▶ Review timeline for resident district

▶ Enrollment rules

  ▹ 30 Day

  ▹ 105 Hour

▶ Funding calculation and timeline

Yearend Rollover

▶No annual rollover in SOES anymore

▶Student software packages roll data up to the new school year

▶Schools using the FFE will need to manually update the grade level for FY15S and remove any withdrawn students prior to exporting to the Data Collector

ODE Processing

Same errors as on current reports for community schools and districts will continue to be generated, but may move to new report locations

- ⊳ Level 1 error in the Data Collector at prepare
- ⊳ Level 2 error/report in the Data Collector on a nightly basis
- ⊳ Weekly post-processing
- ⊳ Monthly reports tied to payments

SOES Withdrawal Code Crosswalk

▶ *1 Still enrolled, moved within the legal district of residence

　▷ No FS change, report new address

▶ *2 Still enrolled, moved to a new legal district of residence

　▷ New FS with new LDOR and new address

▶ *3 Still enrolled, corrected legal district of residence

　▷ Correct LDOR in FS (verify address is correct) and resubmit

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SOES Withdrawal Code Crosswalk, cont.

▶ *4 No show–new enrollee
  ⊳ Withdrawal reason 81

▶ *5 No show–returning student
  ⊳ Appropriate withdrawal reason, not 81

▶ *6 Duplicate record created in error
  ⊳ Fatal in DC – OR – incorrect/duplicate SSID

▶ *7 Withdrew due to §3314.26 (non-tested)
  ⊳ Withdrawal reason 77

▶ *8 Rolled over in error
  ⊳ Withdrawal reason 81

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Transportation Data

▶Relatively few community schools

▶New EMIS record type

▶Was student transported on each day of the first full week of October?

▶Additional data (total miles transported, transportation costs) from DN record and financials submissions

SOES PREVIEW

CS Landing Page

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Available Applications: SOES   SCR   History   Logout

ODE Announcements
Show

System Alerts
Show

CURRENT USER: CSUSER, ADMIN
LAST LOGIN: June 5, 2014 10:35:32AM EDT

SCR Enrollment Comparisons

LEA ⇕	All	New No Issues	New With Issues	Open With Issues	Issues With New Comments	Resolved Issues
Buena Vista Morgan Academy (883407)	0	0	0	0	0	0
Holly Springs Chula Community School (571022)	0	0	0	0	0	0
Howell Vienna Community School (427254)	0	0	0	0	0	0

SOES Resident District Review Summary

There is no data to display.

SOES Educating LEA Summary

LEA ⇕	New	No Activity	New Flags/Comments	Flags/Comments	Reviewed
Buena Vista Morgan Academy (883407)	0	2	1	5	1
Holly Springs Chula Community School (571022)	0	5	0	5	1
Howell Vienna Community School (427254)	0	5	0	8	0

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CS Summary Page

Ohio | Department of Education   Ohio Student Data Validation System

Navigate: Home Students Users Agencies   [Howell Vienna Community Schoo ▼]   [2014 ▼]   Log Out

Last Name	SSID	Review Status
[ ]	[ ]	[Not Reviewed ▼]
First Name	Gender	Residency Changed Since
[ ]	[▼]	[ ] [...]

[Find] Clear

▲

	SSID ⬍	Last Name ⬍	First Name ⬍	Birth Date ⬍	Residency
🚩	GP3543634	Horn	Kristy	05/15/1995	

Derived Enrollment Dates ⬍	**LEA** ⬍
12/07/2014	Queensland Metter Ex Village (701748)
06/05/2014 - 12/06/2014	Jesup Osterfield City (813059)
08/01/2012 - 06/04/2014	Nelson Carnesville Ex Village (168274)

	SSID	Last Name	First Name	Birth Date	
🚩	IN8808023	Pratt	Erika	01/09/1999	

Derived Enrollment Dates ⬍	**LEA** ⬍
05/16/2013	Brooklet Hagan Ex Village (965687)
08/01/2012 - 05/15/2013	Kirkland Marietta Ex Village (558902)

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CSUSER Detail

Student Details

Name	SSID	Birthdate	Gender	Year	First Reported
Vance, Robert	XW8155944	06/01/1997	Male	2014	08/01/2013

Residency

Derived Enrollment Dates	Resident District	Guardian	Address
06/30/2013	Nelson Carnesville Ex Village (168274)	Lynn SR., April	1768 John Boulevard Rincon OH 60670

Reviews

	Date Range	Review Flags	Comments
🔍	10/12/2014	• Homeless student's district of origin is challenged • Incorrect district for a student in a custody/guardianship situation	• Posted By:RDUSER, UPDATE 8 hours ago Remark: TEST - generated review journal created for Vance, Robert • Posted By:CSUSER, UPDATE 8 hours ago Remark: TEST - Student has not met graduation requirements

08/01/2012 - 06/29/2013	Dudley Tucker Ex Village (454898)	Barrera, Jackie	793 Cleveland St Dasher OH 28584
No reviews			

Educating

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RDUSER Flagging

Name	SSID	Birthdate	Gender	Year	Reporting LEA
Burnett, Helen	ZV1663352	11/24/1995	Unspecified	2014	Buena Vista Morgan Academy (883407)

Guardian	Address				
Boyle, Elaine	864 Mcmillan Boulevard Unadilla OH 37273				

Derived Enrollment Dates	District of Residence				
08/01/2012 - 08/15/2013	Grooverville Alston City (200138)				

Status Flags

☐ The student's address is not within the territory of the district

☐ Incorrect date of birth

☐ The address does not match the address in the district's record

☐ Student has graduated

☐ The student is reported with overlapping attendance

☐ The SSID does not match the SSID in the district's records

☐ Incorrect district for a student in a custody/guardianship situation

☐ The district is challenging the residency of the student because the student appears to live at another address

☐ Homeless student's district of origin is challenged

☐ Homeless student's homeless status, as assigned by the CS, challenged

Note

[text box]

By clicking a "Submit" button the user certifies that, to the best of their knowledge and belief, the data submitted constitutes an accurate and complete report for our school district.

[Save Flags] [Reviewed - No Flags] [Clear Flags & Mark Reviewed] [Cancel]

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CSUSER
After Flags Are Set

Student Details

assigned by the CS, challenged
- The address does not match the address in the district's record

Student has not met graduation requirements
- **Posted By:**RDUSER, ADMIN 8 hours ago **Remark: TEST -** generated review journal created for Burnett, Helen

08/01/2012 - 08/15/2013   Grooverville Alston City (200138)   Boyle, Elaine   864 Mcmillan Boulevard Unadilla OH 37273

Reviews

Date Range	Review Flags	Comments
06/05/2014	• The address does not match the address in the district's record	• **Posted By:**RDUSER, ADMIN 1 minutes ago **Remark:**

Educating

Educating Entity	Derived Enrollment Dates	Grade	Pct of Time	FTE	Homeless	How Received	Sent Reason
Buena Vista Morgan Academy (883407)	06/28/2013	PS	100	0.32	B	*	NA
Buena Vista Morgan Academy (883407)	08/01/2012 - 06/27/2013	06	100	0.508	I	*	NA

CSUSER
Ability To Enter Comments

Student Details

assigned by the CS, challenged
- The address does not match the address in the district's record

Student has not met graduation requirements
- Posted By:RDUSER, ADMIN 8 hours ago Remark: TEST - generated review journal created for Burnett, Helen

08/01/2012 - 08/15/2013

illan Boulevard Unadilla OH

Reviews

Date Range	Revie
06/05/2014	• T n

ADMIN 1 minutes ago

Add Comment ✖

Enter your comment:

Commenting on entry by resident district

Save Comment

Educating

Educating Entity	Derived Enrollment Dates	Grade	Pct of Time	FTE	Homeless	How Received	Sent Reason
Buena Vista Morgan Academy (883407)	06/28/2013	PS	100	0.32	B	*	NA
Buena Vista Morgan Academy (883407)	08/01/2012 - 06/27/2013	06	100	0.508	I	*	NA

CSUSER
After Comment Entered

| 08/01/2012 - 08/15/2013 | Grooverville Alston City (200138) | Boyle, Elaine | 864 Mcmillan Boulevard Unadilla OH 37273 |

Reviews

	Date Range	Review Flags	Comments
🗨	06/05/2014	• The address does not match the address in the district's record	• Posted By:CSUSER, ADMIN seconds ago Remark: Commenting on entry by resident district • Posted By:RDUSER, ADMIN 3 minutes ago Remark:

Educating

Educating Entity	Derived Enrollment Dates	Grade	Pct of Time	FTE	Homeless	How Received	Sent Reason
Buena Vista Morgan Academy (883407)	06/28/2013	PS	100	0.32	B	*	NA
Buena Vista Morgan Academy (883407)	08/01/2012 - 06/27/2013	06	100	0.508	I	*	NA

CSUSER Find

Last Name	SSID	Review Status
	GP3543634	
First Name	Gender	Residency Changed Since

Find Clear

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Navigation Bar

STUDENT CROSS REFERENCE

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Student Cross Reference

▶ Will contain basic student elements
- ▸ GI – Student Demographic
- ▸ FS – Student Standing
- ▸ FL – Summer Withdrawal, all elements

▶ Access available to all EMIS reporting entities

Student Cross Reference, Cont.

▸All students must be in SCR within 30 days of first day of school/admission

▸Overlapping dates will not be funded

▸Students will not be funded for more than 1 FTE

▸Students must be withdrawn after 105 hours of *continuous* unexcused absences

Student Cross Reference, Cont.

▸Data updated nightly
- ⊳ Automatic extract from most recent file in Data Collector
- ⊳ Check for Level 1 validation errors

▸Dashboard appears at Login
- ⊳ Conflicting data will generate error messages
- ⊳ Interactive screen notifications
- ⊳ Email notification optional

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Student Cross Reference, Cont.

▶ Conflicts will not occur until both districts are in session

⊳ Correct conflicts in student source system

⊳ Upload new data file, overnight refresh

▶ Students funded for every day enrolled

⊳ Funding begins on first day school in session/admission and student appears in Student Cross Reference

⊳ Only funded back 30 days

Student Cross Reference Collection Request Screen

Student Cross Reference

Collection required for all EMIS reporting entities. Source file(s) for GI, FS, and FL student record types, labeled with the "S" reporting period, must be uploaded in EMIS manual format through the Data Collector Data Sources tab. Collection and submission will be automatic, but can be run on-demand as needed. Level 1 reports should be reviewed to identify data with errors that was excluded in the automatic submission. Updated student admission and withdrawal data must be submitted via this collection request within 30 days of the change in student status.

Submissions:	July 01, 2013 - July 31, 2014
Expiration Date:	July 31, 2014 (in 83 days)
Collection Request:	15
Status:	Data Collection has been prepared today at 02:56:25 PM and is available for preview or certification.
Errors & Messages:	Other Errors
Submission Number:	4 (attempt 1)
Actions:	View Submission Results
	Start/Stop Collection
	Prepare
	Preview
	Certify & Submit
	Cancel
	Add New Scheduled Collection

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CS Landing Page

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Available Applications: SOES SCR History Logout

ODE Announcements
❌ TEST Subject String 3
❌ TEST Subject String 2
❌ TEST Subject String 1
Hide

System Alerts
❌ ALERT Subject String 1
❌ ALERT Subject String 2
Hide

CURRENT USER: CSUSER, ADMIN
LAST LOGIN: Never logged in

SCR Enrollment Comparisons

LEA ⇅	All	New No Issues	New With Issues	Open With Issues	Issues With New Comments	Resolved Issues
Buena Vista Morgan Academy (883407)	0	0	0	0	0	0
Byromville Waverly Academy (765483)	0	0	0	0	0	0
Lanier Howell Community School (771817)	0	0	0	0	0	0

SOES Educating LEA Summary

LEA ⇅	New	No Activity	New Flags/Comments	Flags/Comments	Reviewed
Buena Vista Morgan Academy (883407)	4	4	5	5	0

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New/Open With Issues

SCR Conflict Detail Page

Ohio | Department of Education · Ohio Student Data Validation System

Navigate:　Home　Students　Users　Agencies　| Auburn Kinderlou City (749026) ▾ | 2014 ▾ | Log Out

	Reported By Me	Reported By Me
SSID	EI5887077	EI5887077
First Name	Sandra	Sandra
Last Name	Valencia	Valencia
Birth Date	04/22/1997	04/22/1997
Gender	Unspecified	Unspecified
Guardian		Walsh, Dr. Kathleen
Student Address		1768 Alameda Ridge Bushnell OH 45839
Start Date	08/01/2012	
End Date		
Grade	First	
Percent Of Time	100	
Homeless Status	A	
Admission Date	10/26/2012	
Admitted From IRN	207005	

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SCR Conflict Detail Page, Cont.

Admission Reason	2
Tuition Type	D
District Relationship	2
Withdrawn To IRN	
Withdrawal Reason	**
How Received IRN	
How Received Code	*
Sent Reason	NA

Comments

Add Comment   Back to Student Summary

Add A Comment

Admitted From IRN

Admission Reason

Tuition Type

District Relationship

Withdrawn To IRN

Withdrawal Reason

How Received IRN

How Received Code

Sent Reason

Add Comment ✖

Enter your comment:

Save Comment

Questions?

education.ohio.gov

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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

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