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Questions regarding appropriate use of EMIS Alliance materials, or requests for exception to the restrictions noted above, should be directed to Melissa Hennon [Melissa.Hennon@education.ohio.gov].



Overview

- FTE Reports
 - generated using EMIS data from traditional districts, JVSDs, ESCs, community schools and STEM schools
 - contain student annualized full-time equivalent enrollment (FTE) figures
 - cross-checked against EMIS data from other local education agencies (LEAs)
 - contain adjustments to FTEs
- This presentation will focus on troubleshooting the FTE Reports in order to resolve data reporting issues and verify data for accuracy and completeness



- Accessing and Preparing Data Collector FTE Reports
- Troubleshooting the FTE Adjustment Report
- Understanding the FTE Detail Report
- Reviewing FTE Summary Reports
- Understanding FTE Daily Summary Reports



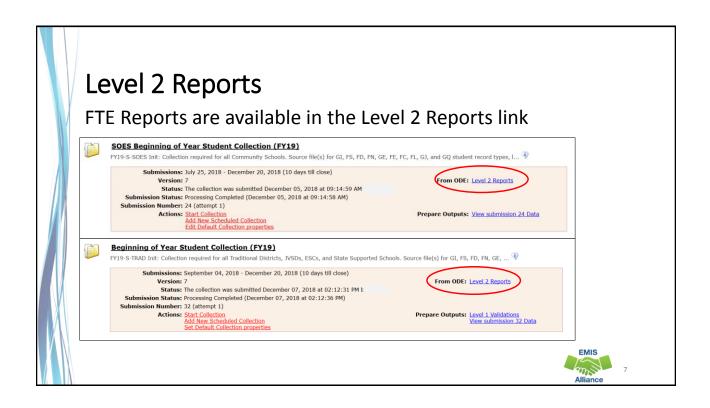
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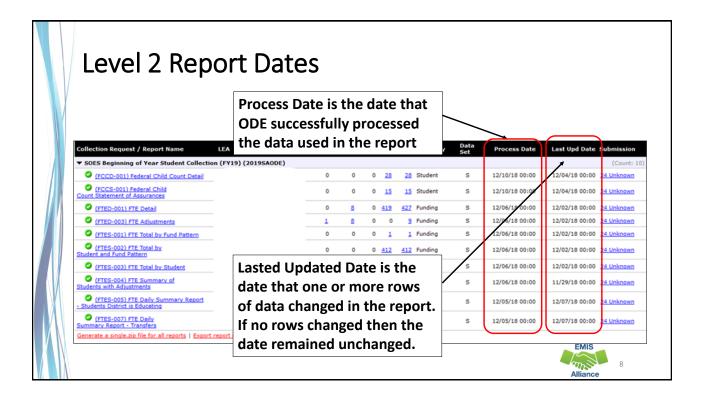
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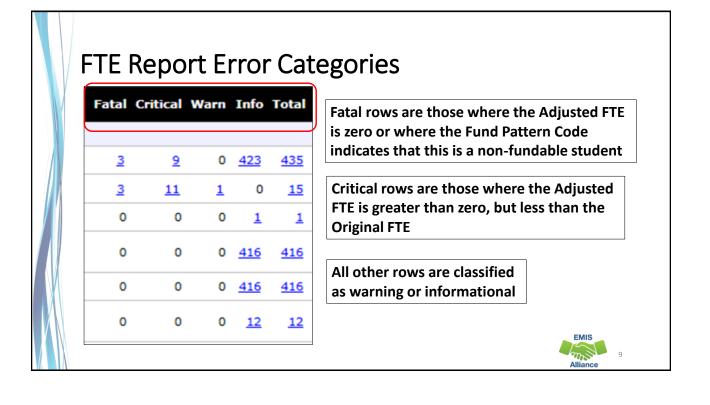


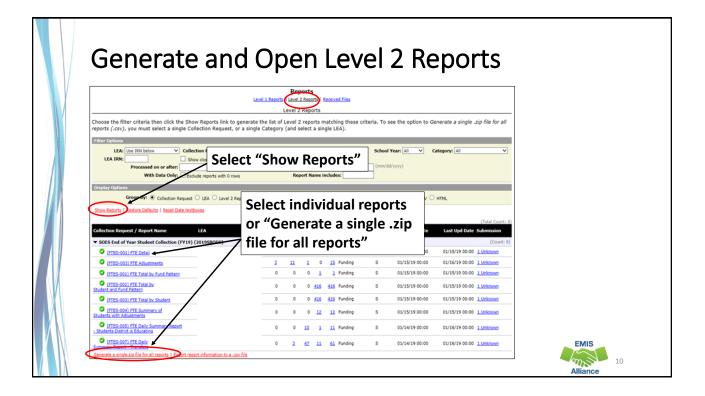
FTE Reports

- Traditional, JVSDs, and ESCs
 - Beginning of Year Student collection
 - Midyear Student collection
 - End of Year Student collection
- Community schools and STEM schools
 - SOES Beginning of Year Student collection
 - SOES End of Year Student collection
- Collections must be processed by ODE for reports to be generated
- FTE Reports use data from the Calendar collections and can also use data from the Staff and Course collections

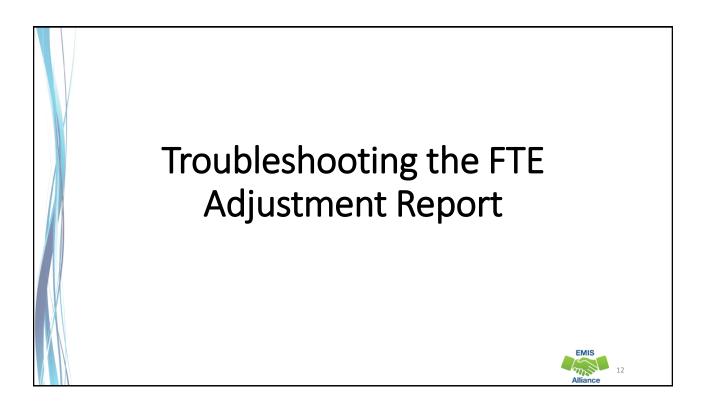




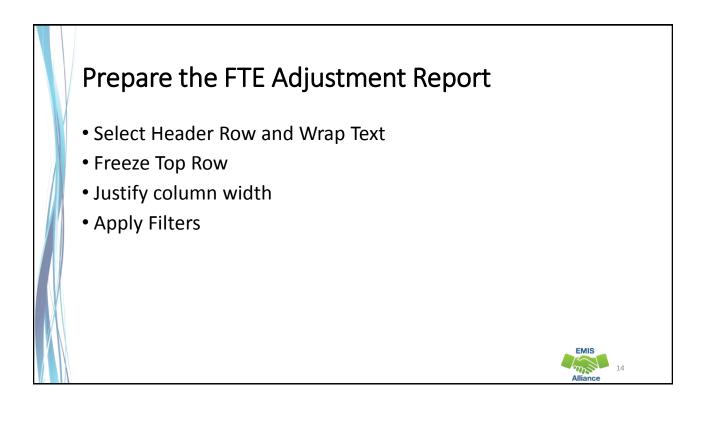




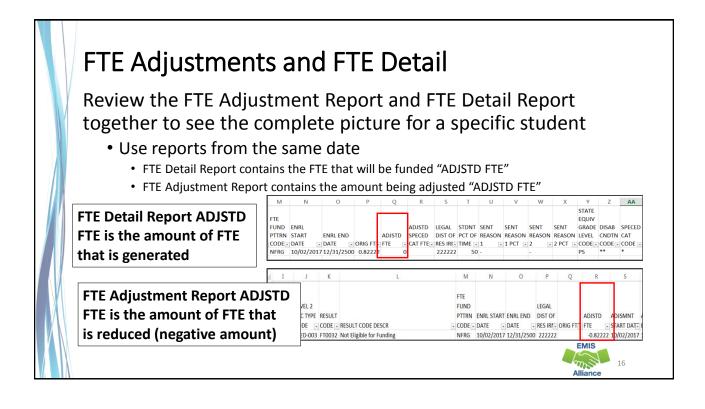
FTE Reports		iic	To reconcile against the School Finance Payment Report				
Name	Туре	Compressed :	(SFPR	R), FTE Repo	rts should be		
(FTED-001) FTE Detail048	Microsoft Excel Comma S		savec	l two Mond	ays before		
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(FTES-002) FTE Total by S	Microsoft Excel Comma S		45 KB	No	173 KB		
(FTES-003) FTE Total by S	Microsoft Excel Comma S		43 KB	No	157 KB		
(FTES-004) FTE Summary	Microsoft Excel Comma S		1 KB	No	2 KB		
(FTES-005) FTE Daily Sum	Microsoft Excel Comma S		1 KB	No	7 KE		
(FTES-006) FTE Daily Sum	Microsoft The EV40 De			and ha farm			
E (FTES-007) FTE Daily Sum	education.o	hio.gov an	d Hon	ne > Finance	d by LEA type & Funding > For Schools		

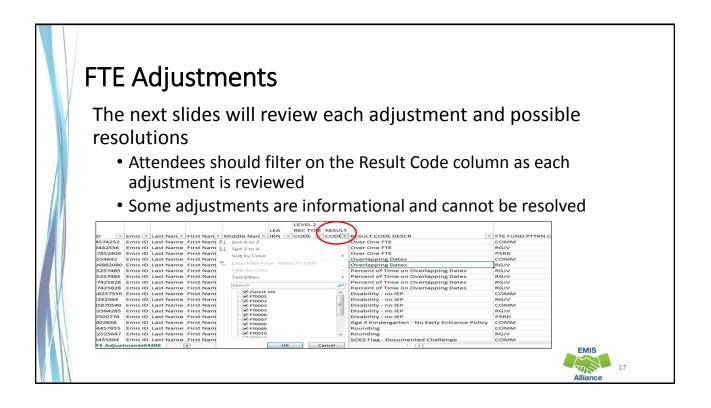


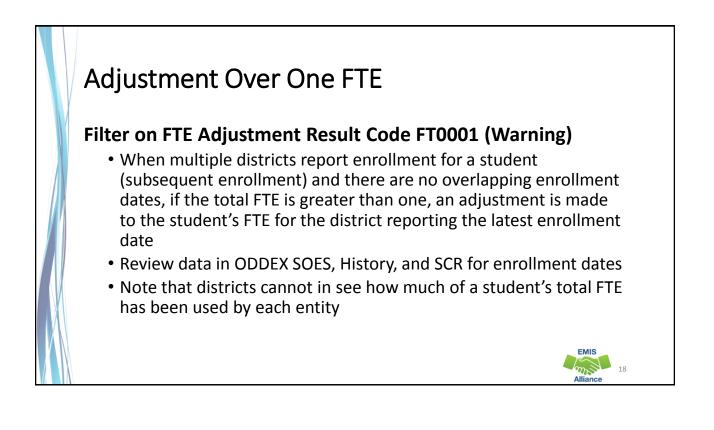
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(FTES-002) FTE Total by S	Microsoft Excel Comma S	45 KB	No
(FTES-003) FTE Total by S	Microsoft Excel Comma S	43 KB	No
(FTES-004) FTE Summary	Microsoft Excel Comma S	1 KB	No
(FTES-005) FTE Daily Sum	Microsoft Excel Comma S	1 KB	No
(FTES-006) FTE Daily Sum	Microsoft Excel Comma S	2 KB	No
(FTES-007) FTE Daily Sum	Microsoft Excel Comma S	2 KB	No



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		Overlapping Dates	COMM		09/18/2018				09/16/2018	
		Overlapping Dates	RGJV		11/04/2018				11/03/2018	
		Percent of Time on Overlapping Dates	RGJV		12/31/2500				01/04/2019	
		Percent of Time on Overlapping Dates	RGJV		12/31/2500				01/04/2019	
			RGJV		08/29/2018				08/24/2019	
040408 FTED-003				07/01/2018	00/23/2010	040404				
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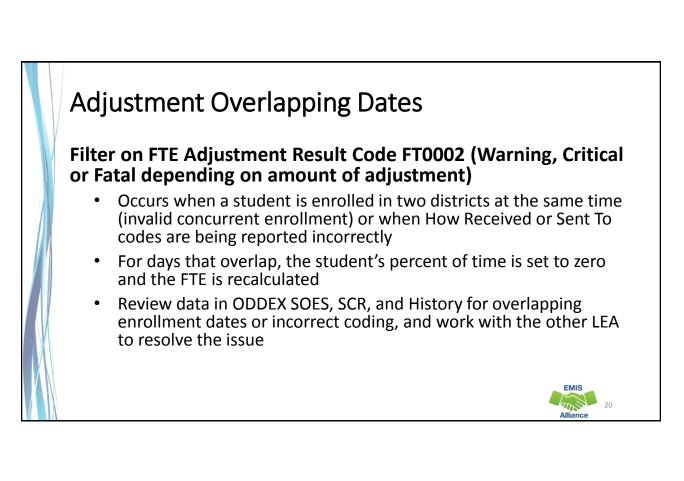




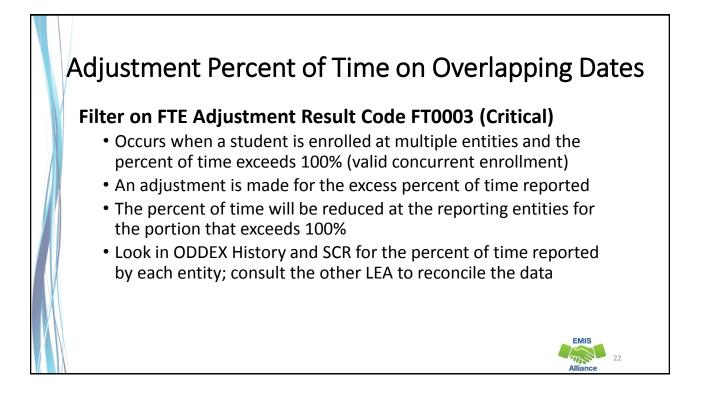
Over One FTE Example

A full time student is enrolled at district A from the start of their school year, then withdraws and subsequently enrolls at district B

- District A: based on enrollment dates will receive part of the student's one FTE for the school year
- District B: based on enrollment dates will receive no more than the remainder of the student's one FTE for the school year
- A district can "use-up" a disproportionate amount of the student's one FTE prior to enrolling at a subsequent district
- An adjustment will be made to district B's FTE in the case where the enrollment periods are generating more than one FTE



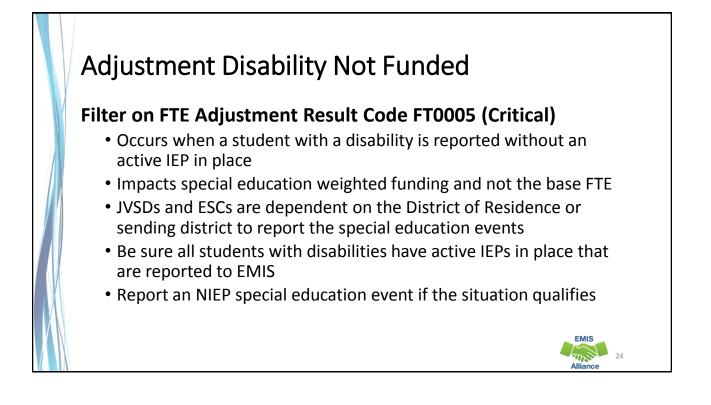
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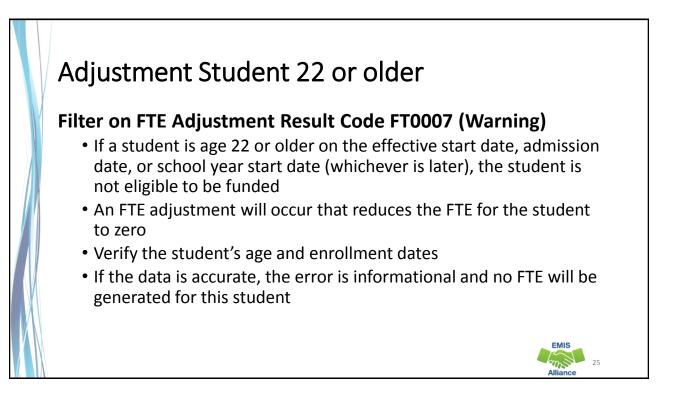


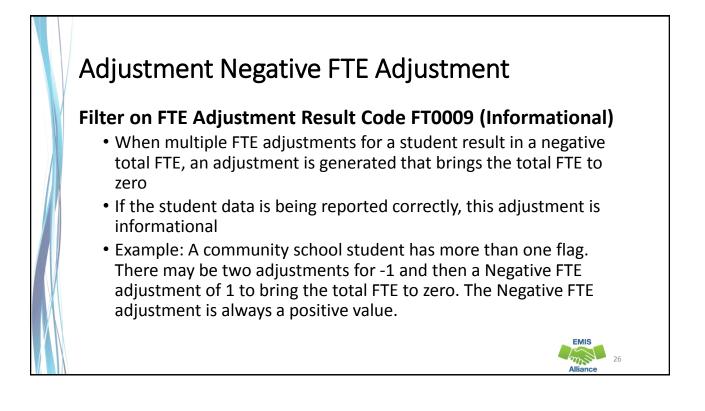
Percent of Time on Overlapping Dates Example

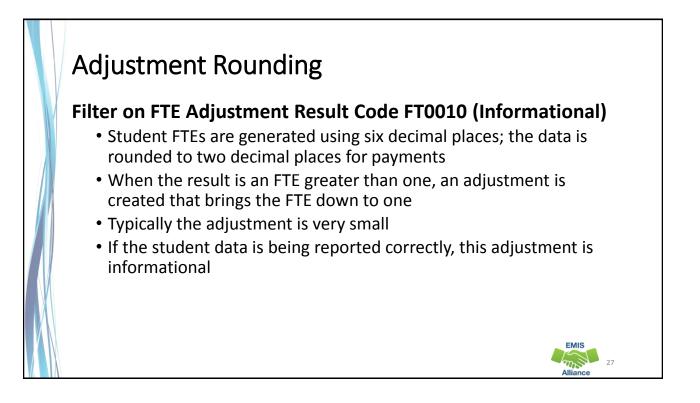
Student was reported by the resident district and the JVSD as educating the student at the same time; the JVSD reports the student as 20% of time, while the sending district reports the student as 86% of time

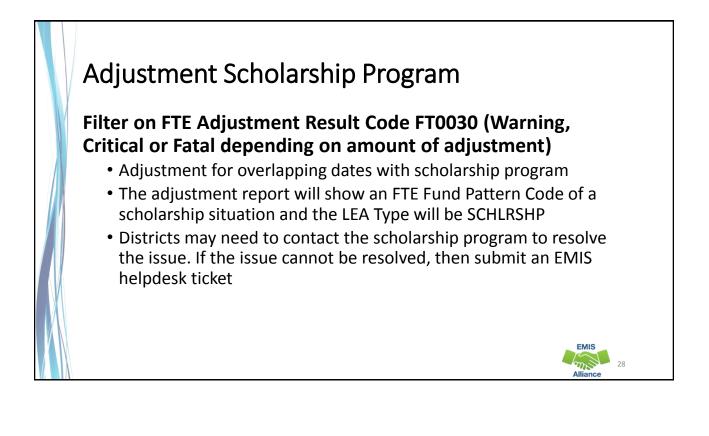
- Both entities will see an adjustment to the student's FTE for the excess percent of time, that brings the student's total funded FTE to one
- In this example one or both entities should adjust their percent of time so that it does not exceed 100%

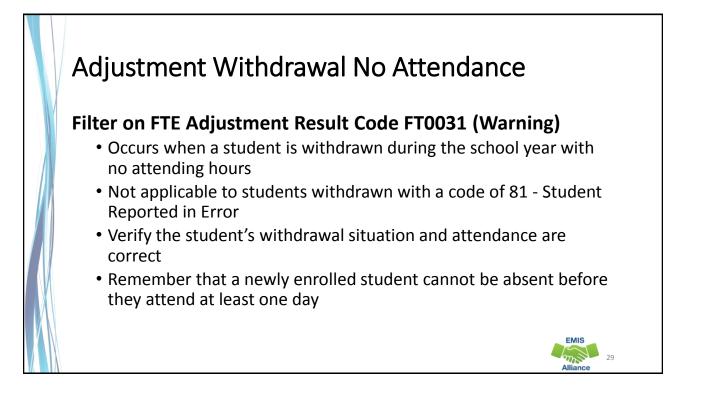


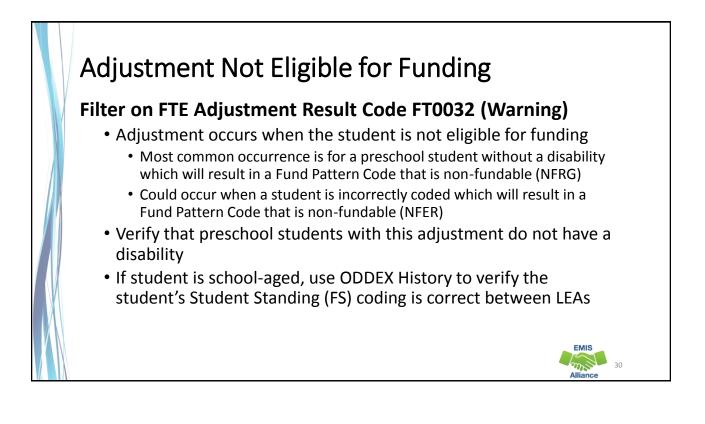




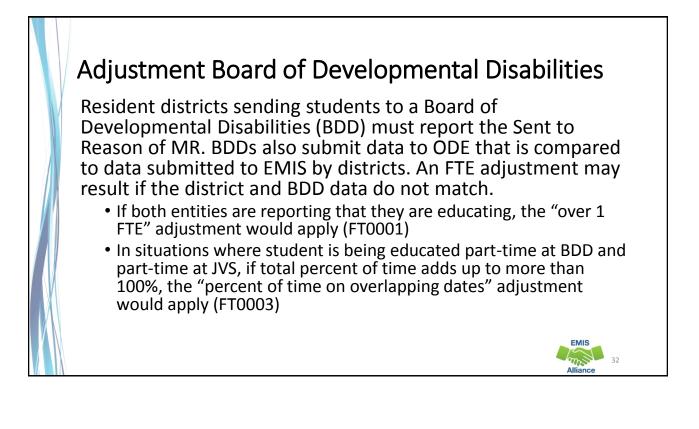


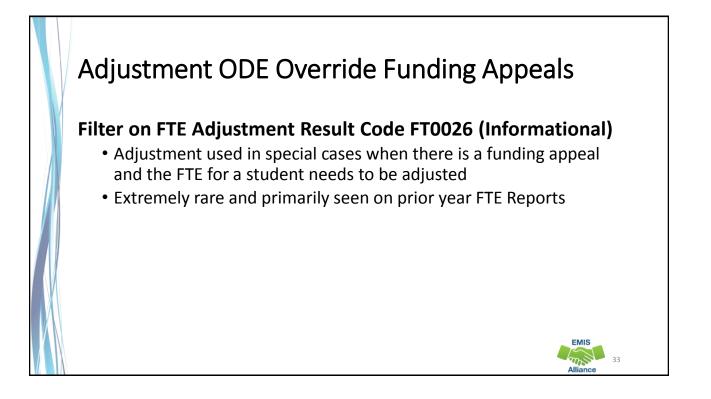






Adjustment Preschooler at DOR and ESC Filter on FTE Adjustment Result Code FT0013 and FT00014 (Informational) FT0013 Adjustment for ODE Override - Preschool 50% at both Resident District and ESC, percent reduction or FTE reduction FT0014 Adjustment for preschoolers who attend 50% at the ESC and 50% at the resident district AND there are DN records from both indicating that funds should be transferred to the ESC Corrects the transferred amount for a 50/50 situation Used when both entities are reporting 50% When one entity is reporting 60% and one reports 50%, the "over 1 FTE" adjustment would apply



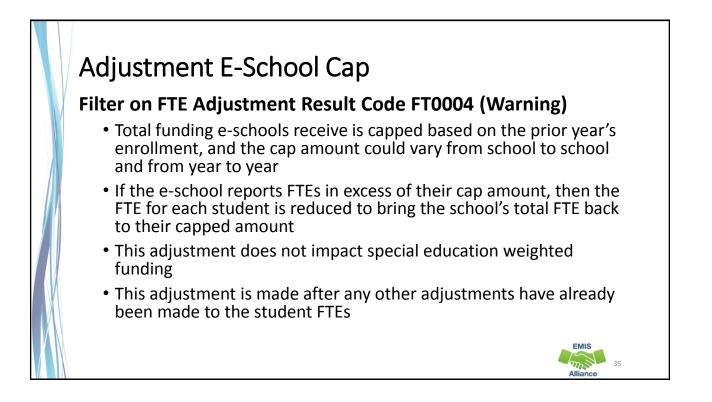


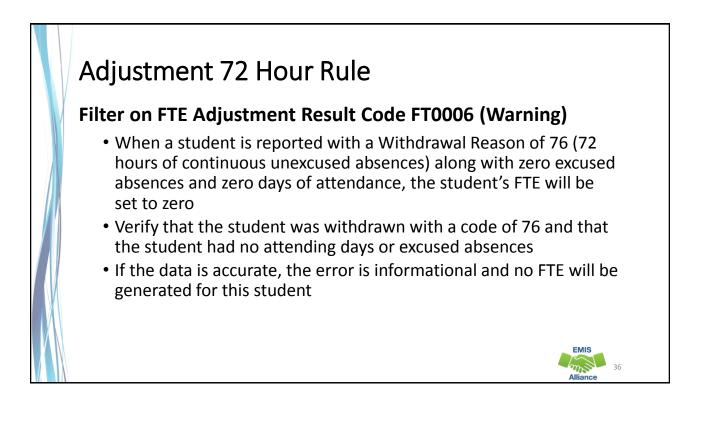
FTE Adjustments Community School Students

While the previous adjustments could occur with any student, the following adjustments only occur with community school students

- Community school student adjustments will appear on both the community school FTE Report and the district of residence FTE Report
- Some of these students will appear with no name on the FTE Reports for the district of residence when they are not reporting the student to EMIS



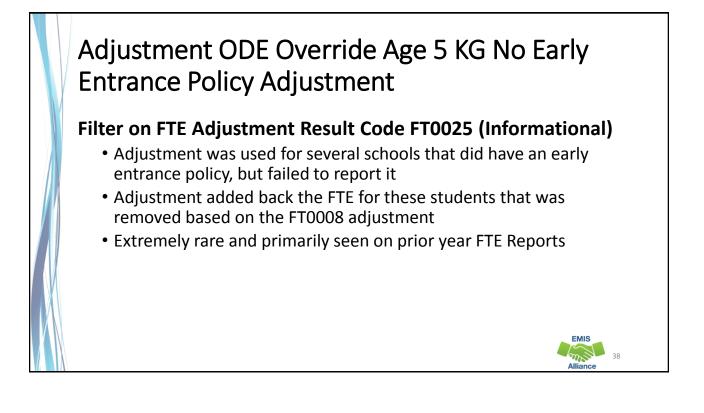




Adjustment Age 5 KG No Early Entrance Policy Adjustment

Filter on FTE Adjustment Result Code FT0008 (Warning)

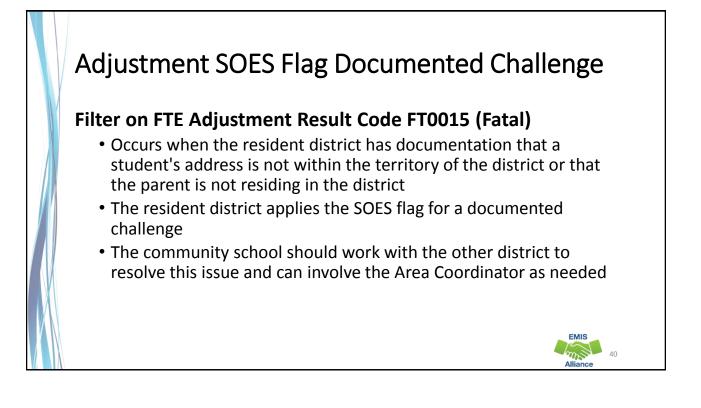
- Adjustment for kindergarten students at community schools who are under the age of 5 on the date by which a student must be 5 years old in order to enroll and the community school has no early entrance policy reported
- Verify the student's age
- Check the Organization General Information (DN) Record
 - C_STUEEPOL Student early entrance policy flag (Yes or No)
 - STUKGBRDAY Date student is required to be 5 years old to be admitted into kindergarten (August 1 or September 30)

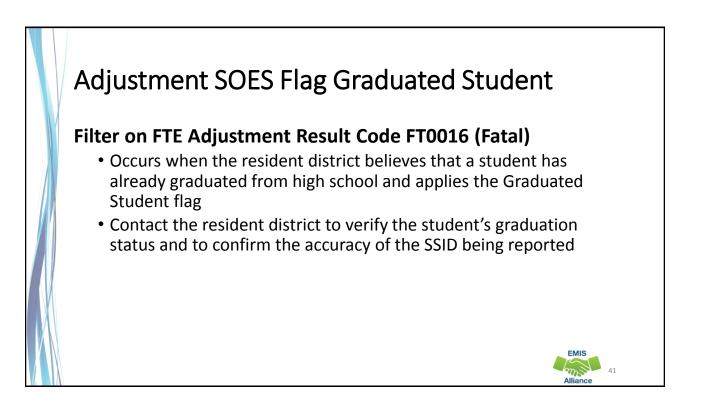


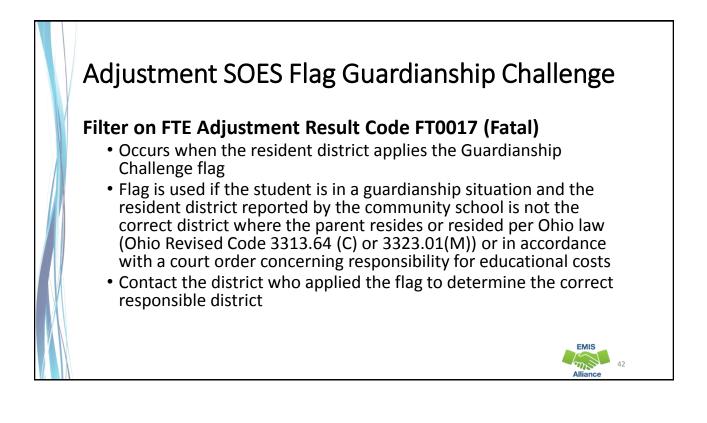
Adjustment ODE Override Reduction FTE Review Percent or Amount Reduction

Filter on FTE Adjustment Result Codes FT0011 and FT0012 (Informational)

- Adjustment applied to individual students after a community school FTE review by an Area Coordinator
- Primarily for ODE purposes regarding how the adjustment was applied; a percentage of the school's FTE across all students, or a reduction for an individual student



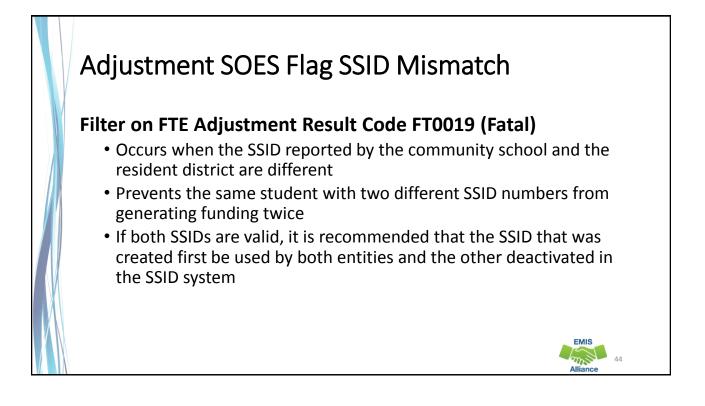


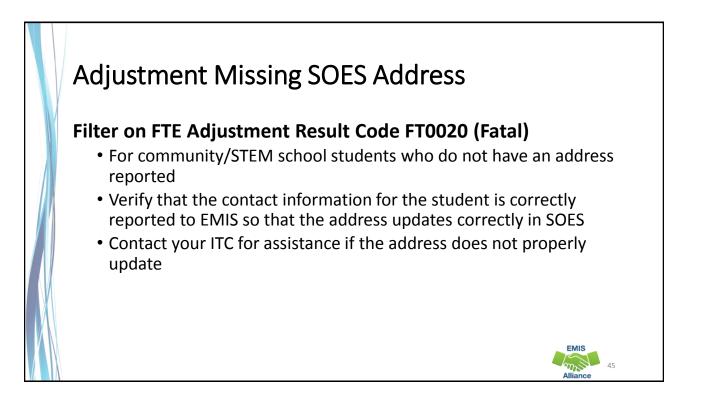


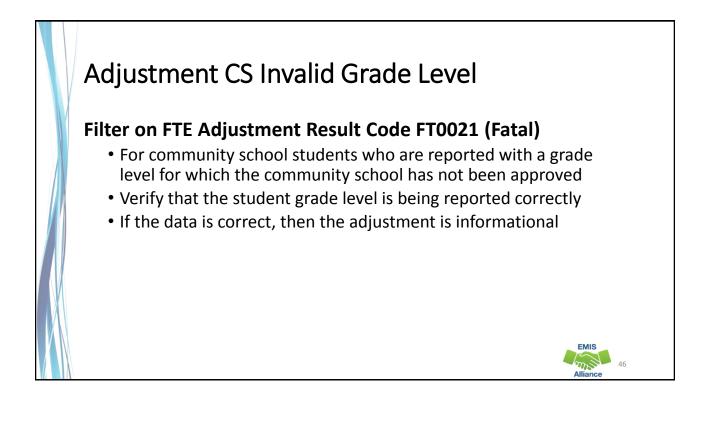
Adjustment SOES Flag Homeless Challenge

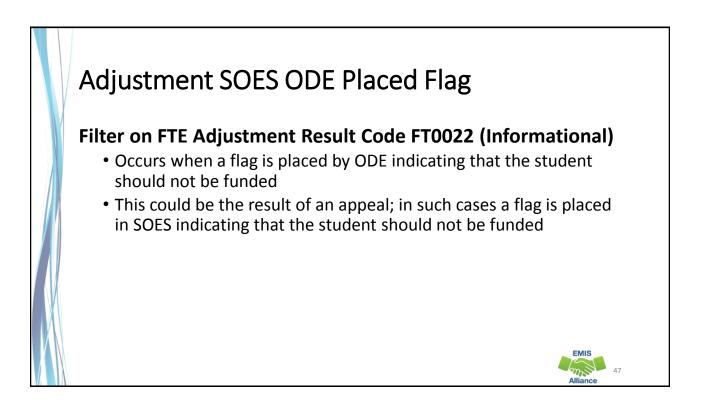
Filter on FTE Adjustment Result Code FT0018 (Fatal)

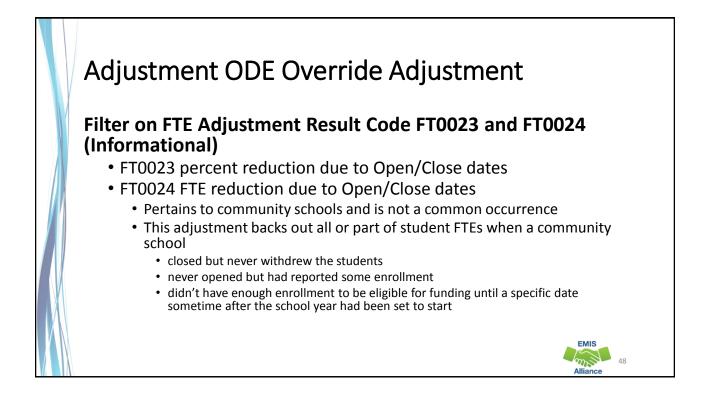
- Occurs when the district of residence reported on a community school student applies the Homeless Challenge flag to indicate that the district of residence is being reporting incorrectly
- Communicate with entities involved to determine the correct district of residence to report











Future FTE Adjustment

The 30 Day Adjustment is for situations where a student is not reported to EMIS through the Student Cross Reference Collection within 30 days of enrollment or withdrawal

• The district will only be funded for the 30 day window and will not be funded for any days beyond the 30 days when the enrollment or withdrawal is not reported

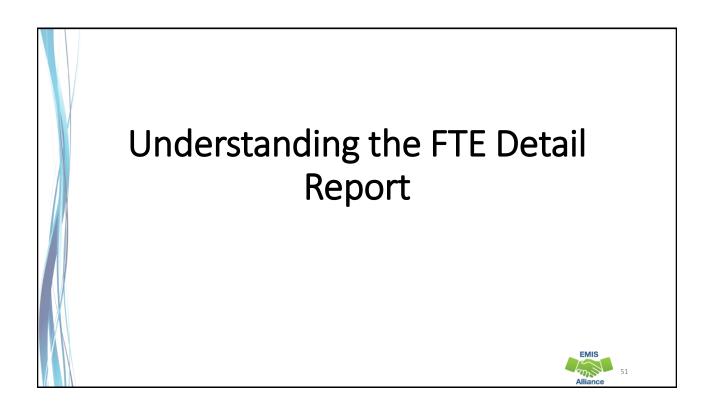
Quick Check

The FTE Adjustment Report contains codes that indicate an adjustment to a student's FTE. Some codes indicate situations that could be corrected which can result in an increased FTE. Some situations cannot be corrected.

- Are any adjustments correctable?
- Some adjustments can occur based on another reporting entity's data.
 Do you need to contact another LEA?
- FTE Adjustment Reports should be checked regularly and frequently even when your data hasn't changed



EMIS



Name	Туре	Compressed size	Password p Size		Ratio	Date modified
(FTED-001) FTE Detail143610-2019		15 KB	No	122 KB	89%	12/10/2018 1:45 PM
FTED-003) FTE Adjustment143610	Microsoft Excel Comma S	1 KB	No	3 KB	72%	12/10/2018 1:45 PM
(FTES-001) FTE Total by F143610-2.	. Microsoft Excel Comma S	1 KB	No	1 KB	11%	12/10/2018 1:45 PM
📳 (FTES-002) FTE Total by S143610-2	Microsoft Excel Comma S	11 KB	No	36 KB	72%	12/10/2018 1:45 PM
(FTES-003) FTE Total by S143610-2	Microsoft Excel Comma S	11 KB	No	34 KB	70%	12/10/2018 1:45 PM
📳 (FTES-004) FTE Summary of143610	Microsoft Excel Comma S	1 KB	No	1 KB	47%	12/10/2018 1:45 PM
📳 (FTES-005) FTE Daily Summ143610	Microsoft Excel Comma S	1 KB	No	4 KB	84%	12/10/2018 1:45 PM
📳 (FTES-007) FTE Daily Summ143610	Microsoft Excel Comma S	2 KB	No	14 KB	93%	12/10/2018 1:45 PM
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Prepare the FTE Detail Report

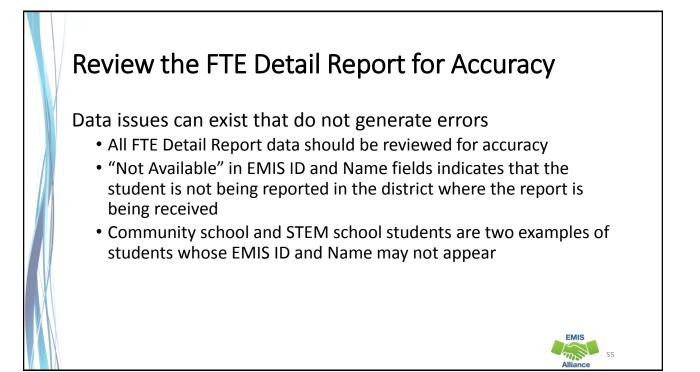
- Select Header Row and Wrap Text
- Freeze Top Row
- Justify column width
- Apply Filters

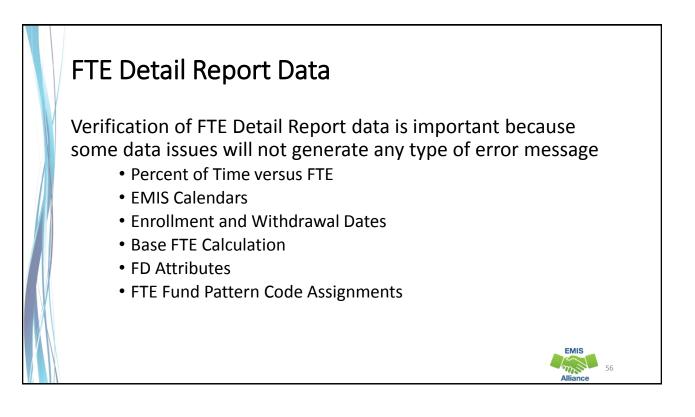
FTE Detail Report

Contains student FTE data with related EMIS data

• This screenshot is a small section of an FTE Detail Report

RPT		SEVE							LEVEL 2		RESULT	FUND	ENRL				ADJSTD
DEST	Bldg	RITY						LEA	REC TYPE	RESULT	CODE	PTTRN	START	ENRL END		ADJSTD	SPECED
RN 💌	IRN 💌	COI 🔻	SSID 👻	Emis 💌	Last Nan 🔻	First Nan 🔻	Middle Nan 👻	IRN 💌	CODE 💌	CODI -	DESCR 💌	CODI 👻	DATE 👻	DATE 👻	ORIG F1 -	FTE 💌	CAT FTE
040404	012664	1	RI3589026	Emis ID	Last Name	First Name	Middle Name	012664	FTED-001	FT0000	FTE Detail	ATSM	07/01/2016	06/30/2018	1	1	
040404	012664	1	TM5842570	Emis ID	Last Name	First Name	Middle Name	012664	FTED-001	FT0000	FTE Detail	ATSM	09/26/2016	06/30/2018	0.857143	0.857143	0.85714
040404	133333	I.	XI7021358	Emis ID	Last Name	First Name	Middle Name	133333	FTED-001	FT0000	FTE Detail	COMM	08/21/2015	12/31/2500	1	1	
040404	133333	1	TS8099124	Emis ID	Last Name	First Name	Middle Name	133333	FTED-001	FT0000	FTE Detail	COMM	03/02/2016	09/01/2018	0.055249	0.055249	
040404	000444	1	MN6813199	Emis ID	Last Name	First Name	Middle Name	000444	FTED-001	FT0000	FTE Detail	COMM	07/01/2016	12/13/2018	0.427778	0.427778	
040404	149888	1	KA4398986	Emis ID	Last Name	First Name	Middle Name	051555	FTED-001	FT0000	FTE Detail	CTVC	08/17/2016	11/01/2018	0.002455	0.002455	
040404	149888	1	GM7891765	Emis ID	Last Name	First Name	Middle Name	051555	FTED-001	FT0000	FTE Detail	CTVC	08/22/2016	10/19/2018	0.001909	0.001909	
040404	014444	1	JR2624585	Emis ID	Last Name	First Name	Middle Name	051555	FTED-001	FT0000	FTE Detail	CTVC	07/01/2016	12/31/2500	0.5	0.5	
040404	014444	1	KR9847725	Emis ID	Last Name	First Name	Middle Name	051555	FTED-001	FT0000	FTE Detail	CTVC	11/04/2016	12/31/2500	0.007033	0.007033	0.00703
040404	010555	С	SM5157882	Emis ID	Last Name	First Name	Middle Name	010555	FTED-001	FT0000	FTE Detail	JPSN	07/01/2016	06/30/2018	1	1	0.50543
040404	052888	1	RF3809730	Emis ID	Last Name	First Name	Middle Name	052888	FTED-001	FT0000	FTE Detail	JPSN	08/18/2016	06/30/2018	1	1	
040404	014444	1	IH7496310	Emis ID	Last Name	First Name	Middle Name	051555	FTED-001	FT0000	FTE Detail	JVNR	08/01/2016	12/31/2500	1	1	
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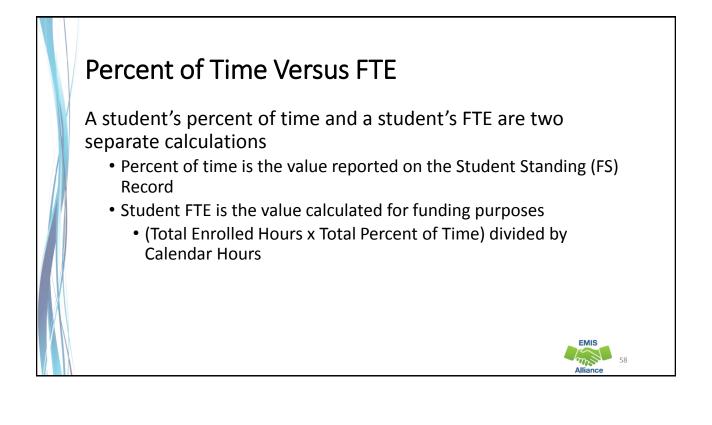


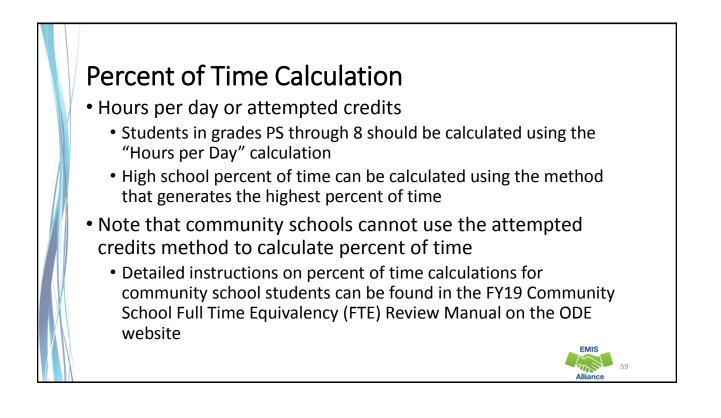


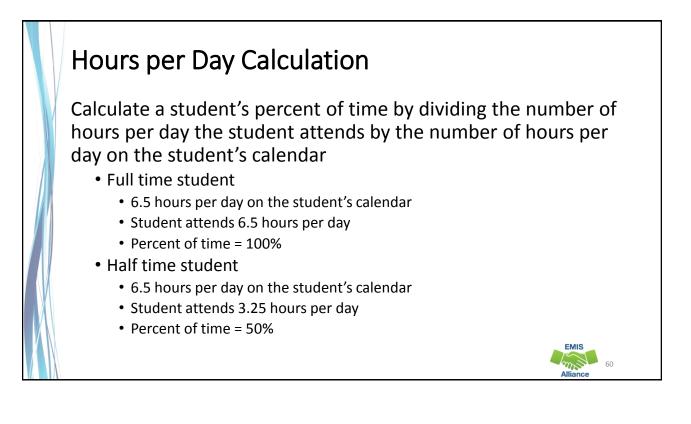
FTE Report Rows

Students can have multiple rows on the FTE Reports because of changes to Student Standing (FS) or Student Attributes (FD) Records

- A Base FTE is calculated for each row of data and an FTE Fund Pattern Code is assigned to each row
- FTE Adjustments can be made to each row of data
- Some examples of data element changes that can generate multiple rows are
 - Disability Condition
 - Economic Disadvantgement
 - Limited English Proficiency Status
 - State Equivalent Grade Level

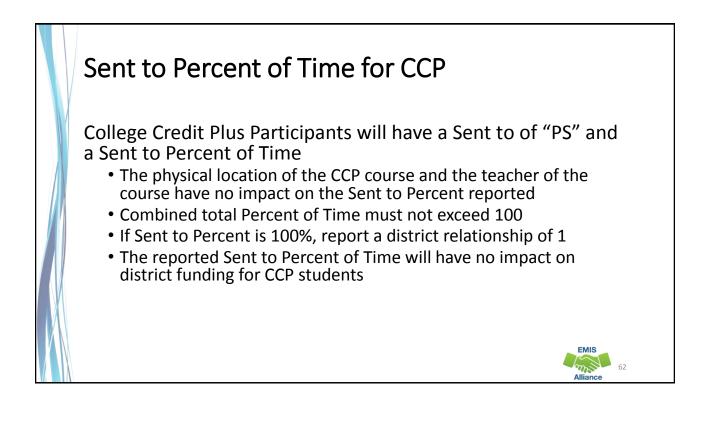


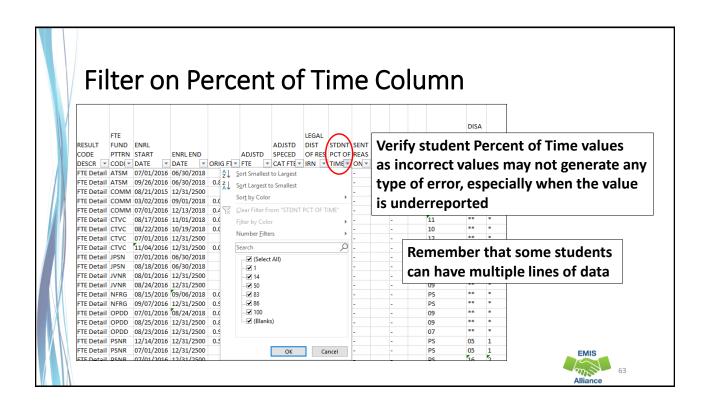


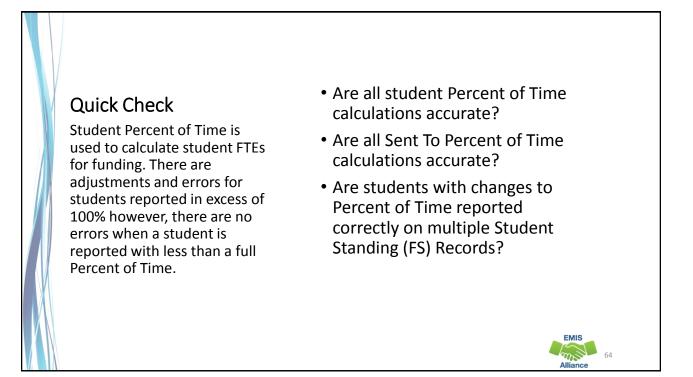


Calculating Percent of Time, Hours Versus Credits

- A high school student is enrolled in 5 courses for a total of 4.5 credits for the year. The student is at the high school for 5 hours out of a possible 6.5 hours per day.
 - "Hours per Day" calculation (6.5 hours out of 6.5 hours per day = 100%)
 - 5 hours divided by 6.5 hours = 77%
 - "Attempted Credits" calculation (5 or more credits = 100%)
 - 4.5 divided by 5 = 90%
- In this example, the district should use the Attempted Credits calculation and report 90%

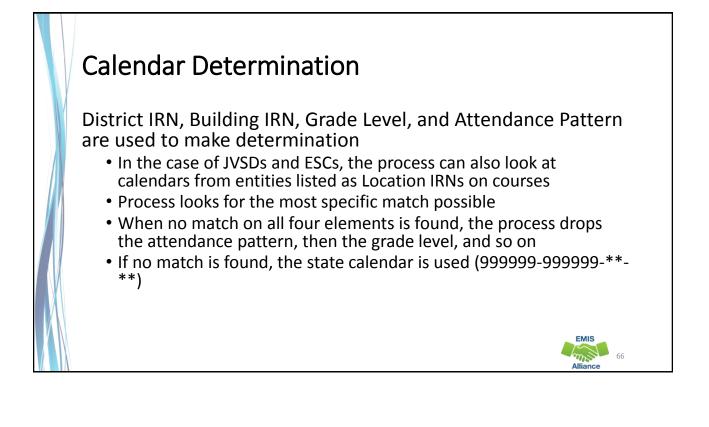






EMIS Calendars

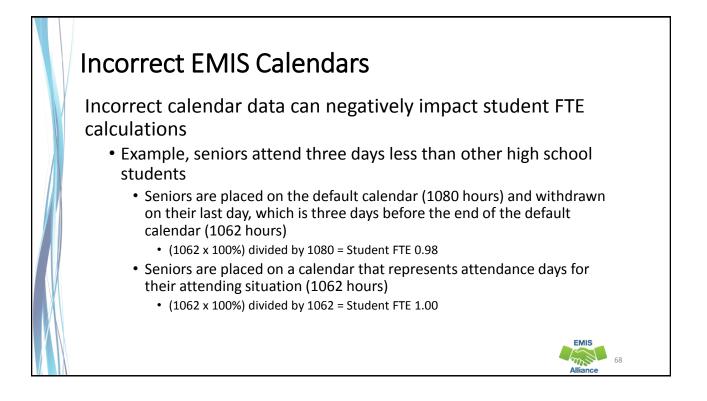
- Used to create the denominator in the calculation of student FTEs
- Reported in a separate collection from student data
- Meet student data on the FTE Report
- Can be assigned to a student when an exact match is not found



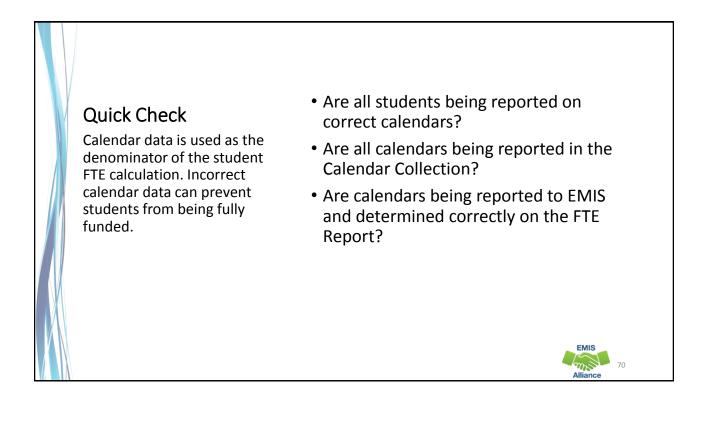
State Calendar

FY19 State Calendar

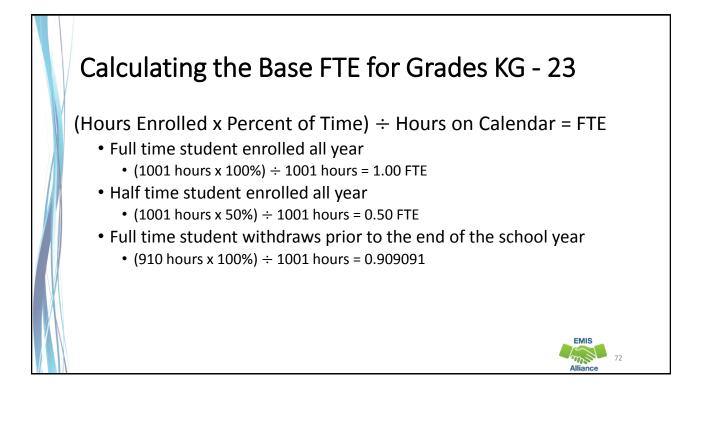
- Began on 8/21/2018 and ends on 5/31/2019
- Has 1086 hours of instruction
- Appears as 999999-999999-**-**
- Sometimes correctly generates the FTE
- Sometimes incorrectly generates the FTE based on
 - Enrollment dates
 - Hours of instruction

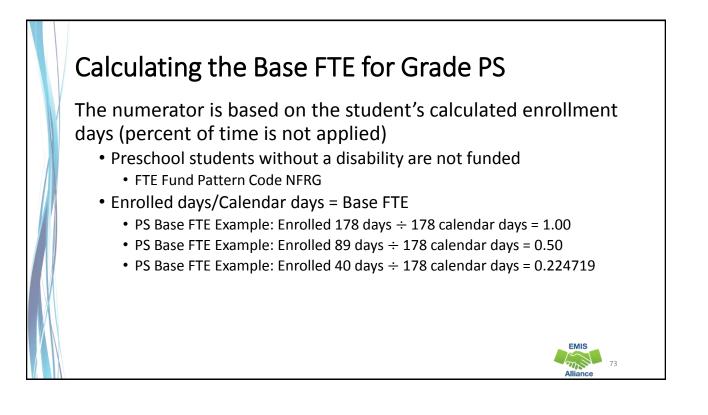


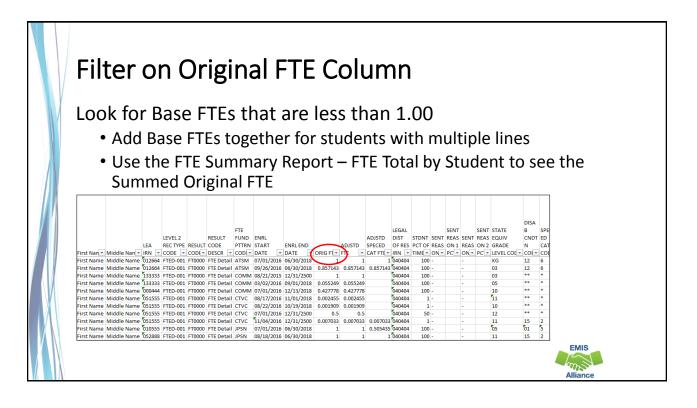
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ECON			(CAL	IRNs or 9	999999		
DISADV		FTE INCL		CAL BLDG					
FLAG 🖵			IRN 👻		LEVEL -	PATTERI -		Rec Th	
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N	N	FULL	999999	999999	**	**	SCHLRSHP	936	
Y	N	FULL	133333	133333		**	E-School	921.29	
Y	N	FULL	133333	133333	**				
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N	N	FULL	149888	149888	¹¹ (lue to cal	endar assi	gnment cha	anges
N	N	FULL	149888	149888	10	-		-	
Y	N	FULL	051555	014444	12	SR	Regular	568	
Y	N	FULL	999999	999999	**	**	Regular	7.68	
N	N	FULL	999999	999999	**	**	SCHLRSHP	1092	
N	N	FULL	999999	999999	**	**	SCHLRSHP	1092	
Y	N	PART	051555	014444	11	JR	Regular	1136	
N	N	PART	040404	042222	09	**	Regular	142.48 1	



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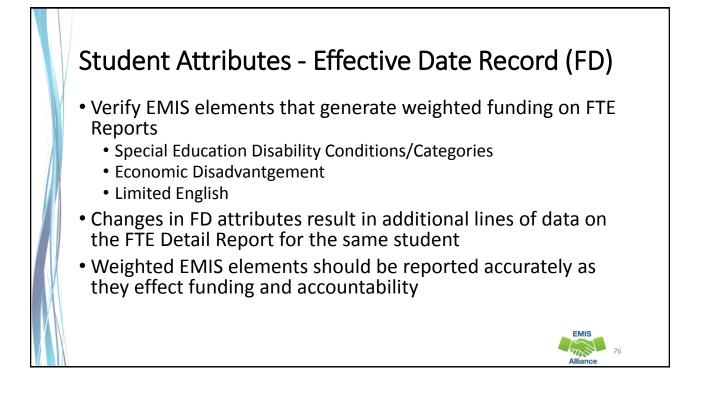




Quick Check

Base FTEs are calculated using student percent of time, hours enrolled, and calendar hours.

- Are you able to verify student Base FTEs using the Base FTE calculation?
- Are Base FTEs being calculated using the correct calendar?
- Is the State Calendar assigned to any students?



FD Attributes

Verify student data and effective dates on the FTE Detail Report for each (FD) Record attribute element

• Use Excel to Sort and/or Filter on each column

N	0	P	Q	R	S		U	V	W	X	Y	Z	AA	AB	AC
											STATE EQUIV				
ENRL				ADJSTD	LEGAL	STDNT	SENT	SENT	SENT	SENT	GRADE	DISAB	SPECED	ECON	
START	ENRL END		ADJSTD	SPECED	DIST OF	PCT OF	REASO	REASO	REASO	REASO	LEVEL	CNDTN	CAT	DISADV	LEP
DATE	DATE Y	ORIG F	FTE 💌	CAT FT	RES IF 💌	TIME 💌	N1 💌	N 1 P -	N 2 💌	N 2 P 💌	COD	CODE -	CODE -	FLAG 💌	COI -
07/01/201	8 12/31/2500	1	1	1	040404	100	-		-		KG	12	6	N	N
09/26/201	8 12/31/2500	0.857143	0.857143	0.857143	040404	100	-		-		03	12	6	N	N
08/21/201	8 12/31/2500	1	1		040404	100	-		-		03	••	•	Y	N
07/01/201	8 09/01/2018	0.055249	0.055249		040404	100	-		-		05	••	*	Y	N
07/01/201	8 12/13/2018	0.427778	0.427778		040404	100	-		-		10	••	•	N	N
08/17/201	8 11/01/2018	0.002455	0.002455		040404	1	-		-		11	••	•	N	N
08/22/201	8 10/19/2018	0.001909	0.001909		040404	1	-		-		10	••	•	N	N
07/01/201	8 12/31/2500	0.5	0.5		040404	50	-		-		12	••	•	Y	N
11/04/201	8 12/31/2500	0.007033	0.007033	0.007033	040404	1	-		-		11	15	2	Y	N
07/01/201	8 12/31/2500	1	1	0.505435	040404	100	-		-		05	01	5	N	N
08/18/201	8 12/31/2500	1	1	1	040404	100	-		-		11	15	2	N	N



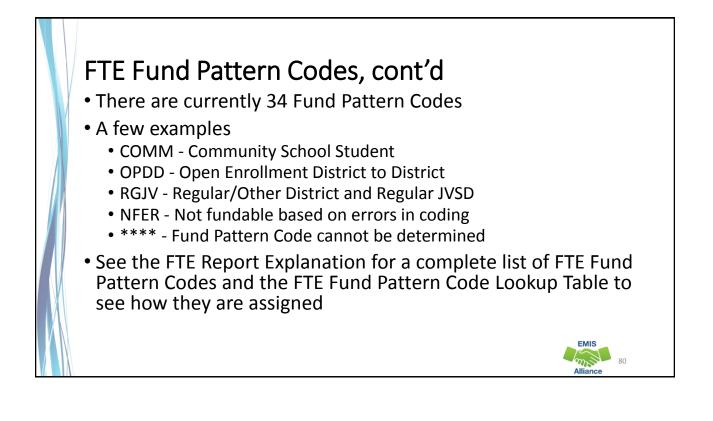
FD Attributes can generate weighted funding. Students who are identified as special education, economically disadvantaged, and/or limited English should be coded and dated accurately.

- Are all special education students coded with a correct disability condition using the correct dates?
- Are all economically disadvantaged students reported with a correct disadvantgement code using the correct dates?
- Are all Limited English Students reported with appropriate LEP codes using the correct dates?



FTE Fund Pattern Codes

- Determine how funding will flow for students
- EMIS data as reported or as derived from the reported data are used in determining the FTE Fund Pattern Code
- Since student EMIS coding can change, it is possible for one student to have more than one FTE Fund Pattern Code assignment

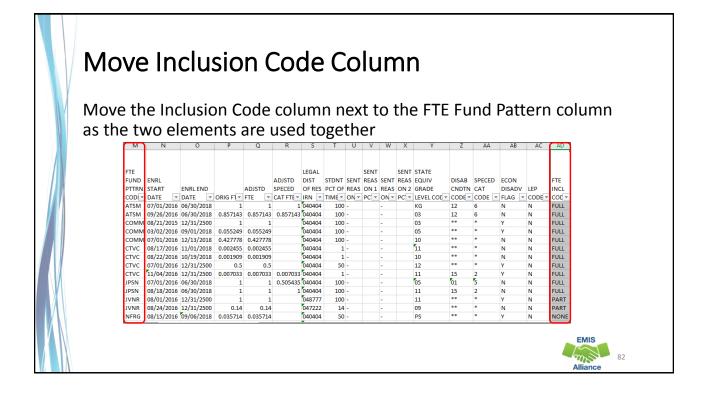


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Inclusion Codes

Indicate the portion of the student's FTE that is included for that district

- FULL The full FTE is included in the ADM of the district receiving the report
- PART A portion of the FTE is included in the ADM of the district receiving the report
- NONE None of the FTE is included in the ADM of the district receiving the report



FTE Fund Pattern Codes and Inclusion Codes

Must be used together

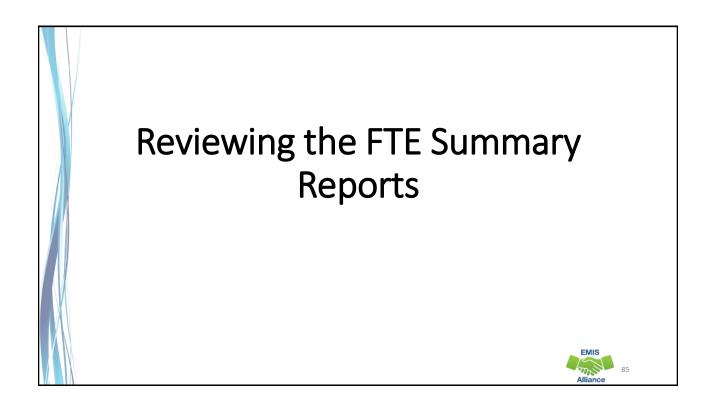
- OPDD Student open enrolled from their district of residence, A to district B
- OPDD and Full Student will appear on FTE Detail Report of district A
- OPDD and None Student will appear on FTE Detail Report of district B
- See the Open Enrollment Transfer on the School Finance Payment Report (SFPR)

Quick Check

FTE Fund Patterns are determined based on EMIS coding. Incorrect student coding can result in unexpected FTE Fund Pattern assignments and potential loss of funding.

- Are all FTE Fund Pattern codes correct?
- Are there any unfunded FTE Fund Pattern codes on your FTE Detail Report (NFER, NFRG, NFST)?
- Are there any FTE Fund Pattern Codes of **** on your FTE Detail Report?

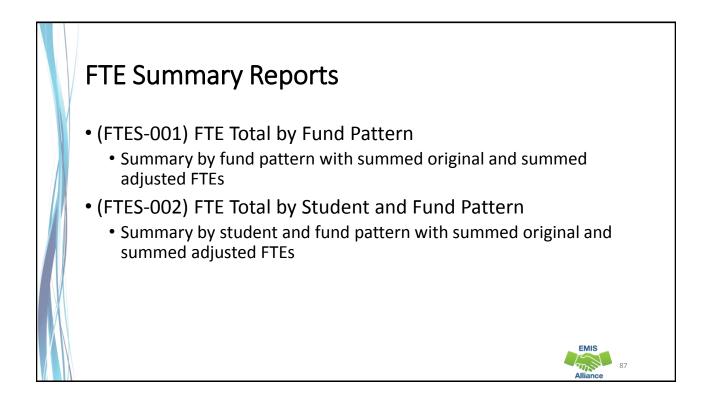


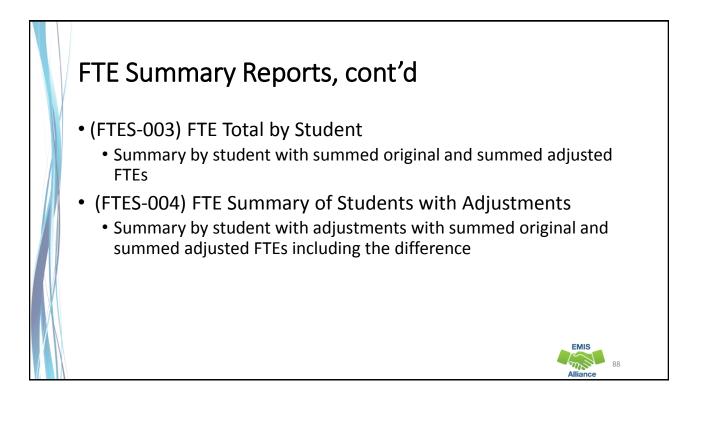


Open the FTE Summary Reports
open the fire summary hepoins

	Name Type	Compressed size	Password p	Size	Ratio	Date modified
	🔊 (FTED-001) FTE Detail143610-2019 Microsoft Excel Comma S	15 KB	No	122 KB	89%	12/10/2018 1:45 PM
	(FTED-003) FTE Adjustment143610 Microsoft Excel Comma S	1 KB	No	3 KB	72%	12/10/2018 1:45 PM
	(FTES-001) FTE Total by F143610-2 Microsoft Excel Comma S	1 KB	No	1 KB	11%	12/10/2018 1:45 PM
	(FTES-002) FTE Total by S143610-2 Microsoft Excel Comma S	11 KB	No	36 KB	72%	12/10/2018 1:45 PM
	(FTES-003) FTE Total by S143610-2 Microsoft Excel Comma S	11 KB	No	34 KB	70%	12/10/2018 1:45 PM
	(FTES-004) FTE Summary of143610 Microsoft Excel Comma S	1 KB	No	1 KB	47%	12/10/2018 1:45 PM
	(FTES-005) FTE Daily Summ143610 Microsoft Excel Comma S	1 KB	No	4 KB	84%	12/10/2018 1:45 PM
	🕼 (FTES-007) FTE Daily Summ143610 Microsoft Excel Comma S	2 KB	No	14 KB	93%	12/10/2018 1:45 PM
	<					>
M						
X						

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FTE Total by Fund Pattern (FTES-001)

Summary by fund pattern with summed original and summed adjusted FTEs (not by Inclusion Code)

FTE FUND PTTRN CODE	Summed ORIG FTE	Summed ADJSTD FTE
COMM	76.040838	75.735329
JVNR	3.61542	3.606552
OJVD	3.991276	3.991276
OJVR	5.798663	5.798663
OPDD	295.402845	295.401241
OPID	3.294211	3.294211
PBDD	0.631016	0.631016
PSEN	76.321988	76.321988
RGJV	4248.780177	4245.299463
STEM	1	1



Summary by student and fund pattern with summed original and summed adjusted FTEs

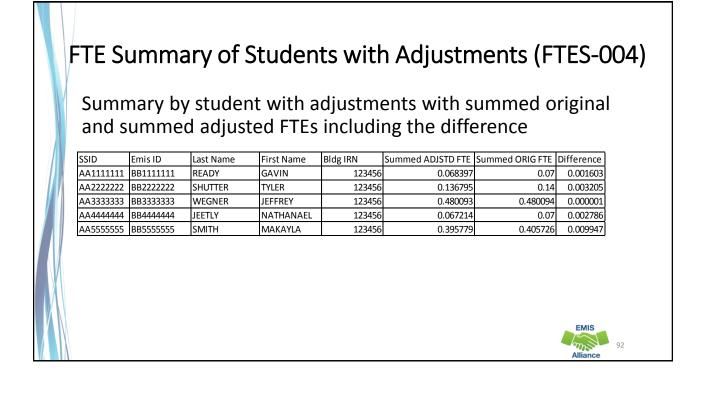
SSID	Emis ID	Last Name	First Name	Bldg IRN	FTE FUND PTTRN CODE	Summed ORIG FTE	Summed ADJSTD FTE
AA1111111	BB1111111	RODGERS	AMY	123456	RGJV	1	1
AA2222222	BB2222222	SMITH	DANE	123456	RGJV	1	1
AA3333333	BB3333333	MAY	EMILIE	123456	RGJV	1	1
AA444444	BB4444444	GRAFTON	BILLY	123456	RGJV	1	1
AA5555555	BB55555555	LOCATE	ELIJAH	123456	RGJV	0.5	0.5
AA6666666	BB6666666	LLOYD	GABBY	123456	RGJV	1	1



EMIS

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FTE Total by Student (FTES-003) Summary by student with summed original and summed adjusted FTEs (regardless of FTE Fund Pattern Code) SSID Emis ID Last Name Bldg IRN Summed ORIG FTE Summed ADJSTD FTE First Name AA1111111 BB1111111 RODGERS AMY 123456 1 AA2222222 BB2222222 SMITH DANE 123456 1 1 AA3333333 BB3333333 MAY EMILIE 123456 1 1 BB4444444 GRAFTON BILLY AA444444 123456 1 1 AA5555555 BB5555555 ELIJAH 0.5 0.5 LOCATE 123456 EMIS m 91 Alliance

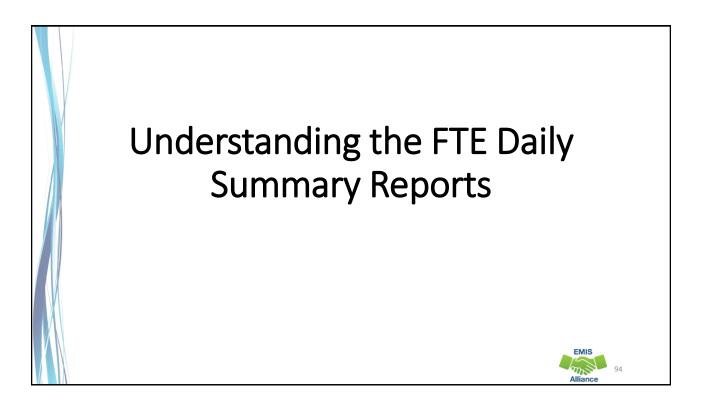


Quick Check

FTE Summary Reports can be used to provide a high level view of student FTE data as well as multiple student level views. The reports can aid in data comparisons based on fund patterns, student totals, and student adjustments.

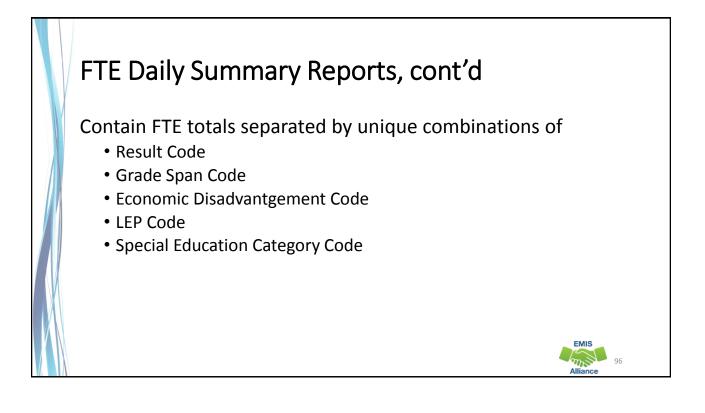
- Are you reviewing the FTE Summary Reports often?
- Have you tried saving the reports to compare to an updated set of reports?
- Are you sharing these reports with others in your district?

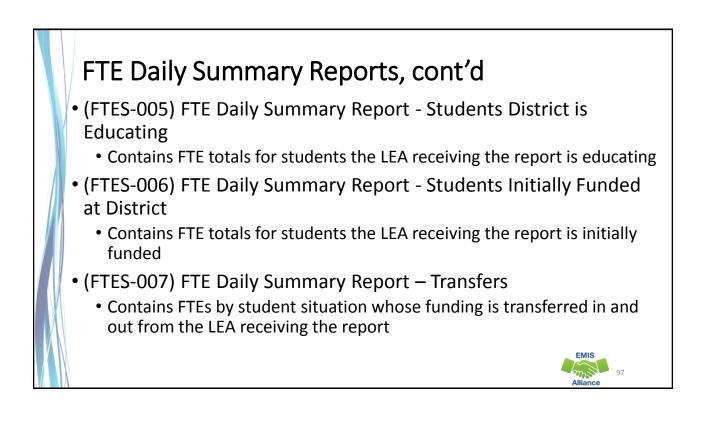




FTE Daily Summary Reports

- Contain student FTEs calculated from EMIS data that was processed at ten specific times
- Should be reviewed often to identify fluctuations in the amount of FTEs being generated from specific submissions
- Are separated by educating/funding situations which can be tied back to the FTE Detail Report
- Contain result codes that are not an indication of an error but rather identify student education/funding situations

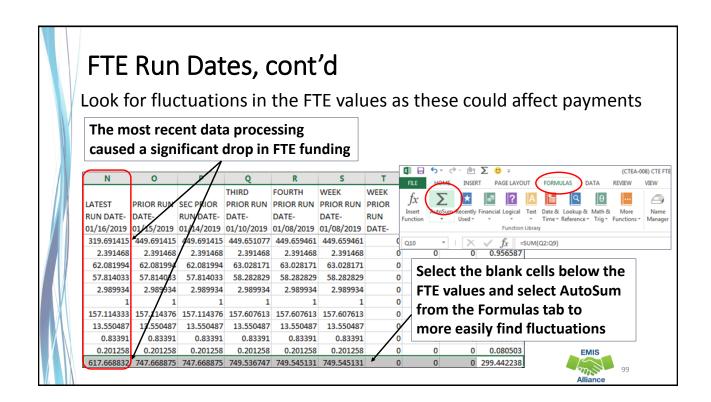


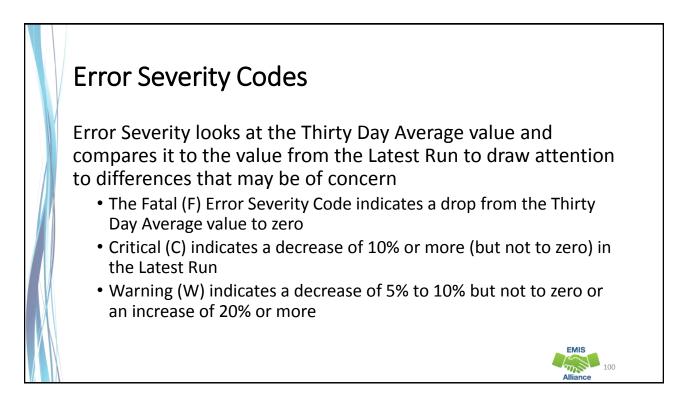


FTE Run Dates

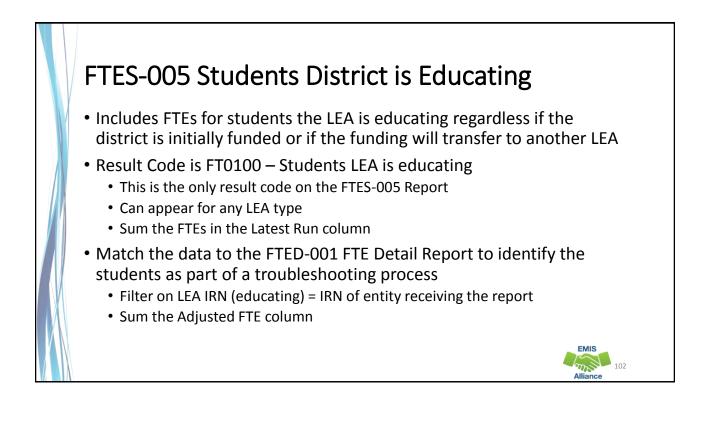
- All three Daily Summary Reports contain the same 10 Run Date columns
- Most recent FTEs are to the left and prior FTEs are to the right

N		0	P	Q	R	S	Т	U	V	W
ATEST		PRIOR RUN	SEC PRIOR	THIRD PRIOR RUN	FOURTH PRIOR RUN	WEEK PRIOR RUN	WEEK PRIOR	PRIOR RUN	MONTH PRIOR	
RUN DAT	E-	DATE-	RUN DATE-	DATE-	DATE-	DATE-	RUN	DATE-	RUN	THIRTY DAY
01/16/20	19	01/15/2019	01/14/2019	01/10/2019	01/08/2019	01/08/2019	DATE-	12/16/20	DATE-	AVERAGE
319.6914	415	449.691415	449.691415	449.651077	449.659461	449.659461	0	0	0	179.869617
2.3914	468	2.391468	2.391468	2.391468	2.391468	2.391468	0	0	0	0.956587
62.0819	994	62.081994	62.081994	63.028171	63.028171	63.028171	0	0	0	25.022032
57.8140	033	57.814033	57.814033	58.282829	58.282829	58.282829	0	0	0	23.219372
2.9899	934	2.989934	2.989934	2.989934	2.989934	2.989934	0	0	0	1.195974
	1	1	1	1	1	1	0	0	0	0.4





Err	or S	ever	ity C	odes	5, CO	nťd					
This	exam	nle co	ntain	s mult	tinle (ritical	Frror	Seve	rity Co	odes du	ie t
		•			•				•		
deci	reases	s in FT	E betv	veen	the lat	test ru	in and	the t	nirty (day	
aver	age										
c	N	0	р	0	R	s	т	U	V	w	1 3
	A. 42				THIRD	FOURTH	WEEK	TWO WEEK	MONTH	TWO MONTH	
		LATEST	PRIOR RUN	SEC PRIOR	PRIOR RUN	PRIOR BUN	THIR				
ERR SEV	FTE LEA	RUN DATE-	DATE-	RUN DATE-	DATE-	DATE-	DATE-	DATE-	DATE-	DATE-	DAY
CODE	TYPE CODE	01/17/2019	01/16/2019	01/15/2019	01/14/2019	01/10/2019	01/10/2019	01/03/2019	12/18/2018	11/18/2018	AVE
С	CMNTYSCH	25.508572	25.508572	25.508572	25.508572	25.508572	25.508572	0	0) (33.7
С	CMNTYSCH	4.811429	4.811429	4.811429	4.811429	4.811429	4.811429	0	C) (6.4
С	CMNTYSCH	6.697143	6.697143	6.697143	6.697143	6.697143	6.697143	0	C) (8.9
С	CMNTYSCH	1		Critical ((C) india	atos a c	locross	o of 10%	6 or) (1.3
С	CMNTYSCH	14.628571	14.6285.						0) (19.5
С	CMNTYSCH	1.308571	1.3085	more (b	ut not t	o zero)	in the L	atest Ru	un 🛛 💿) (1.7
С	CMNTYSCH	35.931426	35.931426	35.931426	35.931426	35.931426	35.931426	0	0) (47.9
С	CMNTYSCH	4.771429	4.771429	4.771429	4.771429	4.771429	4.771429	0	0) (6.3

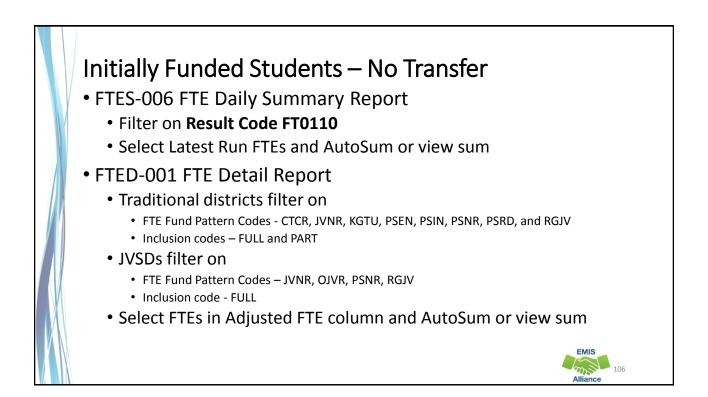


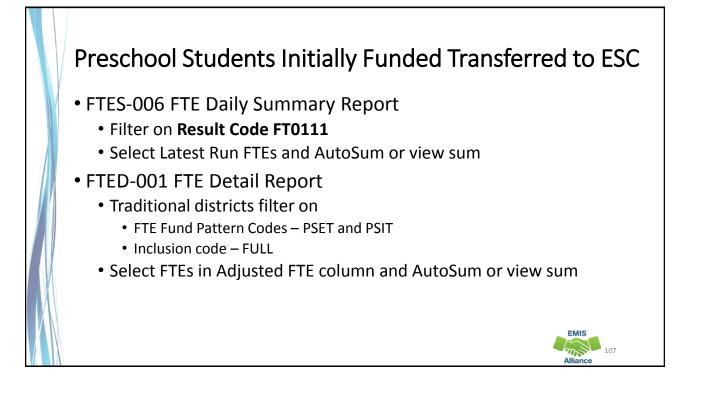
Γ	FTED-	001	FTE De	etail	Report			Sele	ect the cells in the
1	1	к	L	м	N	0	P	Q	usted FTE column
	LEVEL 2 REC TYPE		RESULT CODE DESCR -	FTE FUND PTTRN		ENRL END		the	AutoSum, or viev SUM value at the tom of the Excel
040404 040404	FTED-001 FTED-001	FT0000 FT0000	FTE Detail	NFRG NFRG	07/01/2018 08/22/2018	12/31/2500 12/31/2500 12/31/2500	1	scre	
	FTE Edu FTE edu FTE den FTE is th FTE FTED-001	nonst nonst ne ed	column g IRN. I ration ucating FTE Detail FTE Detail	For th 04040 IRN.	2Ct 3/2018 NS 7/2018 1/2018 1/2018 1/2018 1/2018 1/2018 07/01/2018	12/31/2500 12/31/2500 12/31/2500 12/31/2500 12/31/2500 08/16/2018 08/27/2018 08/17/2018 08/27/2018	1 0.974843 0.899371 0.981132 0.981132 0.005033 0.040264 0.010066 0.040234		00 0457 14 0 0457 15 903 SUM: 779.801533

Match to	the	ר F	TES	5-005	FTF	Dail	ly Summary Repo
	CIIV					Dan	y sammary nepe
		~					
FIES-005 FIE	Daily	/ Sui	mma	гу керс	ort – Sti	ident	District is Educating
1	K	L	M	N	0	P	
	ECON		SPECED	ATCOT	PRIOR RUN	656 DD	Select the cells in the
	DISADV		CAT	RUN DATE-	DATE-	RUN D	
FTE LEA TYPE DESCR -				01/16/20: *			Latest Run Date column
Traditional/JVSD/ESC		N	3	01/10/20. •	01/13/20.1	01/14/	
Traditional/JVSD/ESC		N	3 4	3	3		and AutoSum, or view
Traditional/JVSD/ESC		N	4 5	4.105613	4.105613	4.10	the SUM value at the
Traditional/JVSD/ESC		N	6	4.103013	4.103013	4.10	
Traditional/JVSD/ESC		N	•	0.979868	0.979868	0.97	bottom of the Excel screer
Traditional/JVSD/ESC		N		57.814033			
Traditional/JVSD/ESC		N	1	2,989934			
Traditional/JVSD/ESC		N	6	1	1	2.50	
Traditional/JVSD/ESC		N		157.114333	157.114376	157.11	
Traditional/JVSD/ESC		N	1	13.550487	13.550487		1 1 040000
Traditional/JVSD/ESC		N	2	9.817274			
Traditional/JVSD/ESC		N	3	2	2		COUNT: 903 SUM: 779.801533
Traditional/JVSD/ESC		N	5	1.229946	1.229946	1.22	
		N	6	0.83391	0.82391	0.8	
C Traditional/JVSD/ESC			-				EMIS

FTES-006 Students Initially Funded at District

- Includes FTEs of students for which the LEA is initially funded
- Contains up to nine different Result Codes indicating the LEA is initially funded and breaks down transfer information by student situation
 - Each row on the FTE Detail Report will count in only one result code
 - JVSDs receive only Result Code FTES-0110
- Displays FTEs as initially funded, positive amounts
- Generated for traditional districts and JVSDs
- Can be matched to the FTED-001 FTE Detail Report







- FTES-006 FTE Daily Summary Report
 - Filter on Result Code FT0112
 - Select Latest Run FTEs and AutoSum or view sum
- FTED-001 FTE Detail Report
 - Traditional districts filter on
 - FTE Fund Pattern Codes PSON, PSOP, and PSOT
 - Inclusion code FULL
 - Select FTEs in Adjusted FTE column and AutoSum or view sum

Preschool Students Initially Funded at the LEA Transferred to a CBDD

- FTES-006 FTE Daily Summary Report
 - Filter on Result Code FT0113
 - Select Latest Run FTEs and AutoSum or view sum
- FTED-001 FTE Detail Report
 - Traditional districts filter on
 - FTE Fund Pattern Codes PSDD
 - Inclusion code FULL
 - Select FTEs in Adjusted FTE column and AutoSum or view sum

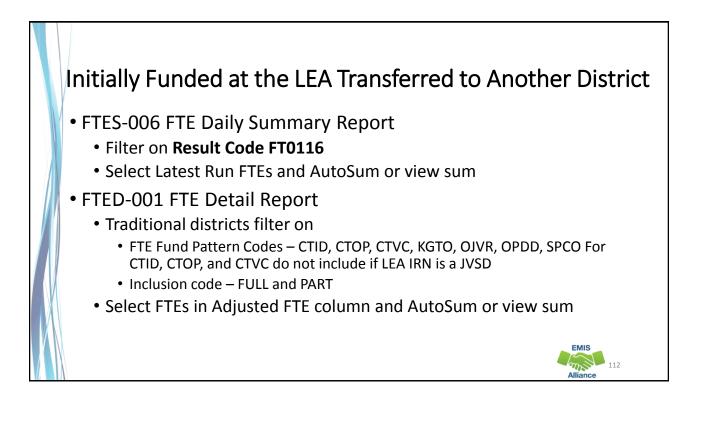
Initially Funded at the LEA Transferred to a JVSD FTES-006 FTE Daily Summary Report Filter on Result Code FT0114 Select Latest Run FTEs and AutoSum or view sum FTED-001 FTE Detail Report Traditional districts filter on FTE Fund Pattern Codes – CTID, CTOP, CTVC, and OJVD Inclusion code – FULL

- LEA IRN = JVSD IRN(s)
- Select FTEs in Adjusted FTE column and AutoSum or view sum



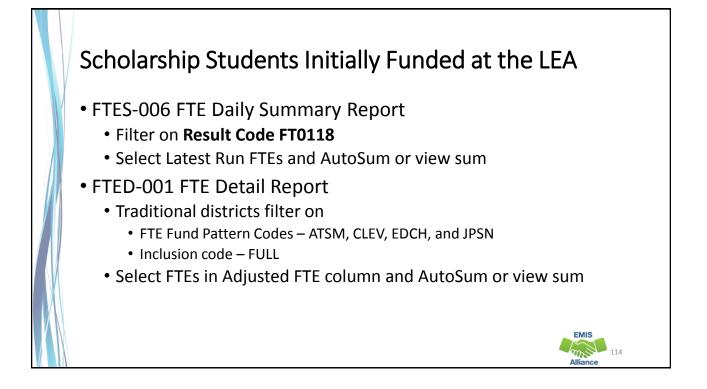
Initially Funded at the LEA Transferred to a Community School/STEM

- FTES-006 FTE Daily Summary Report
 - Filter on Result Code FT0115
 - Select Latest Run FTEs and AutoSum or view sum
- FTED-001 FTE Detail Report
 - Traditional districts filter on
 - FTE Fund Pattern Codes COMM, STEM, and KGTU
 - For KGTU verify that the LEA IRN is a Community School or STEM district
 - Inclusion code FULL
 - Select FTEs in Adjusted FTE column and AutoSum or view sum



Initially Funded at the LEA, Transferred to Both a JVSD and Another District

- FTES-006 FTE Daily Summary Report
 - Filter on Result Code FT0117
 - Select Latest Run FTEs and AutoSum or view sum
- FTED-001 FTE Detail Report
 - Traditional districts filter on
 - FTE Fund Pattern Codes OPID
 - Inclusion code FULL (do not include PART)
 - Select FTEs in Adjusted FTE column and AutoSum or view sum



FTES-007 Transfers Contains FTEs that will either transfer in or out from the LEA receiving the report Displays FTEs that transfer in as positive amounts and FTEs that transfer out as negative amounts Includes FTEs for students who are in open enrollment situations in specific non-open enrollment situations attending community schools or STEM schools preschool students attending an ESC Can be matched to the FTED-001 FTE Detail Report

Result Codes

- FT0150 Open enrolled in, initially funded elsewhere and funding transferred to educating LEA (positive amount)
- FT0160 Open enrolled out, initially funded then funding is transferred to the educating LEA (negative amount)
- FT0170 Non open enrolled in, initially funded elsewhere then funding is transferred to educating LEA (positive amount)
- FT0180 Non open enrolled out, initially funded then funding is transferred to the educating LEA (negative amount)
- FT0190 Community School/STEM educating, funding transferred in (positive amount)
- FT0200 Resident student at Community School/STEM, funding transferred (negative amount)



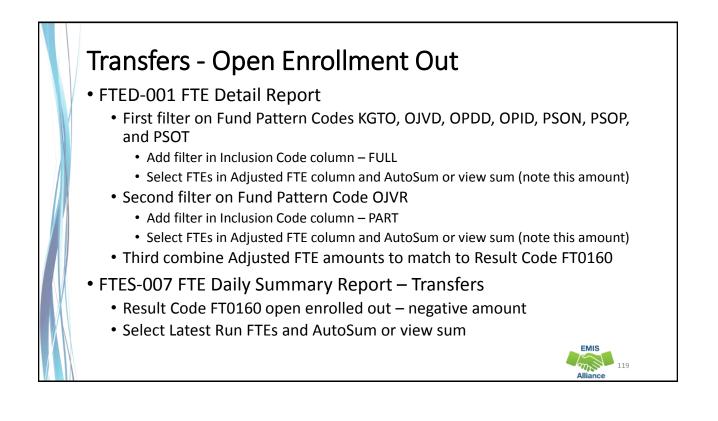
Result Codes, cont'd

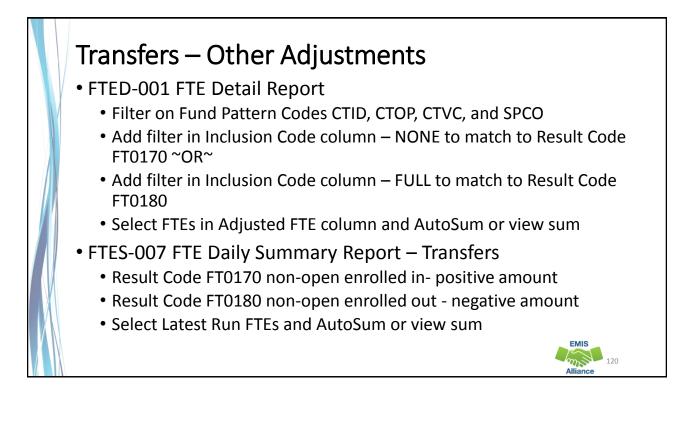
- FT0210 ESC Preschool student received from the resident district or a non-open enrolled district that is not the resident district; funding is transferred to the ESC from the district (positive amount)
- FT0220 Preschool students sent to an ESC from the resident district or from a non-open enrolled district that is not the resident district; funding is transferred from the district to the ESC (negative amount)

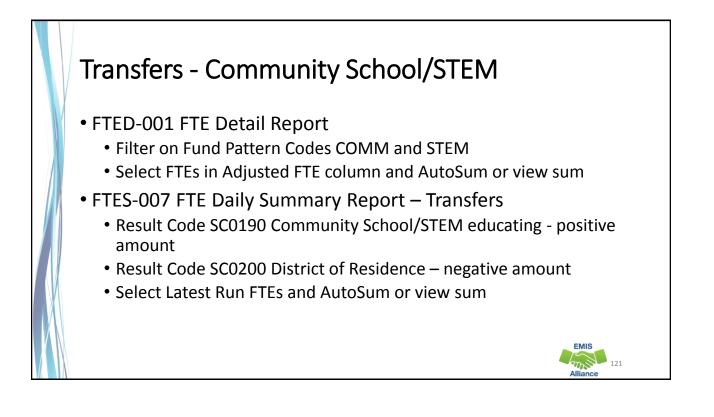
Transfers - Open Enrollment In

- FTED-001 FTE Detail Report
 - First filter on Fund Pattern Codes KGTO, OJVD, OPDD, OPID, PSON, PSOP, and PSOT
 - Add filter in Inclusion Code column NONE and PART
 - Select FTEs in Adjusted FTE column and AutoSum or view sum (note this amount)
 - Clear filters then filter on Fund Pattern Code OJVR
 - Add filter in Inclusion Code column NONE
 - Select FTEs in Adjusted FTE column and AutoSum or view sum (note this amount)
 - Third combine Adjusted FTE amounts to match to Result Code FT0150
- FTES-007 FTE Daily Summary Report Transfers
 - Result Code FT0150 open enrolled in positive amount
 - Select Latest Run FTEs and AutoSum or view sum











- FTED-001 FTE Detail Report
 - Filter on Fund Pattern Codes PSET and PSIT
 - Select FTEs in Adjusted FTE column and AutoSum or view sum
- FTES-007 FTE Daily Summary Report Transfers
 - Result Code FT0210 ESC educating positive amount
 - Result Code FT0200 DOR or sending district negative amount



Quick Check

FTE Daily Summary Reports are helpful to identify fluctuations in FTEs that could affect funding. They can also be used to follow the flow of FTE funding based on student situations.

- Are you checking the Daily Summary Reports often to avoid any negative impacts on FTE funding?
- Can you identify individual students in the Daily Summary Reports by filtering the FTE Detail Report?
- Are you sharing these reports with others in your district?



Summary

Student funding is a process that requires data accuracy and completeness throughout all phases of the data reporting process

- This presentation reviewed data integrity from the point of data entry through the FTE Report generation process
- Prompt 1 What can your district do to ensure that data is correct from the point of entry?
- Prompt 2 What can your district do to ensure that it is receiving appropriate funding for each fundable student?



Resources Current EMIS Manual ODE Home > Topics > Data > EMIS > Documentation > EMIS Manual Level 2 Report Explanation: FTE Detail Report ODE Home > Topics > Data > EMIS > Documentation > EMIS Validation and Report Explanations Your ITC Your Area Coordinator

