



ODE ITC EMIS Training

September/October 2018

The Usual Reminders

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

Topics

- ▶ Graduation Reporting
- ▶ Student Reporting
- ▶ Third Grade Reading Guarantee (TGRG) Reporting
- ▶ Preschool Reporting
- ▶ Staff and Course Reporting
- ▶ Assessment Updates
- ▶ ODDEX
 - ▶ Bulk export
 - ▶ Latest updates
 - ▶ CCP Redesign

Graduation Reporting

A New Approach to Grad Rate Reports

- ▶ Based on derived data
 - ▶ Will no longer just show final status
 - ▶ Capture key data values throughout the year
 - ▶ Cohort adjustments
- ▶ Resolve many persistent issues
 - ▶ Example: Student assigned to cohort at District A, moved to District B, institutional placement from B
 - ▶ District A last educating/accountable under old system

New Level 2 Grad Rate Reports

- ▶ Similar to existing Longitudinal Grad Rate Reports
 - ▶ 4 Year, 5 Year, 6 Year, 7 Year, 8 Year
- ▶ Information added in phases
 - ▶ Students you reported and in your cohort
 - ▶ Students others reported and in your cohort
 - ▶ Students were, but no longer, in your cohort

Issue/Error Report

- ▶ Additional Level 2 report
- ▶ Replaces previous Grad Info and Grad Issues reports
- ▶ Includes info such as
 - 99 withdrawal without a diploma
 - Still enrolled in school year after diploma
 - Many more
- ▶ Report Explanation under development

Grad Cohort in ODDEX

[Records Single Student](#)



[Export](#)

| Name | SSID | Birthdate | | | | | | |
|---------------------|---------------------------------------|----------------|-----------------|----------------------|-----------------|----------------|------------------------|------------------|
| Hamilton, Alexander | GD3333333 | 03/09/1999 | | | | | | |
| Event Date | Event Code | Key Event Data | Accountable LEA | Accountable Building | Data Source LEA | Data Source FY | Data Source Collection | Override Related |
| 06/30/2016 | ACNT4 - Accountable - 4 Year Cohort | 2018 | 123456 | 112233 | 123456 | 2016 | 2016S3TRD | N |
| 08/27/2015 | DISAD - Economic Disadvantaged | Y | | | 123456 | 2016 | 2016S3TRD | N |
| 08/27/2015 | ENROL - Enrollment/Bldg Change | * | | | 123456 | 2016 | 2016S3TRD | N |
| 07/01/2015 | DISAB - Student with a Disability | Y | | | 123456 | 2016 | 2016S3TRD | N |
| 06/30/2015 | ACNT4 - Accountable - 4 Year Cohort | 2018 | 123456 | 112233 | 123456 | 2015 | 2015S3TRD | N |
| 11/03/2014 | DISAB - Student with a Disability | Y | | | 123456 | 2015 | 2015S3TRD | N |
| 11/03/2014 | DISAD - Economic Disadvantaged | Y | | | 123456 | 2015 | 2015S3TRD | N |
| 11/03/2014 | ENROL - Enrollment/Bldg Change | * | | | 123456 | 2015 | 2015S3TRD | N |
| 10/31/2014 | WTHSY - School Year Withdraw | 41 | | | 654321 | 2015 | 2015S3TRD | N |
| 08/26/2014 | COHRT - Graduation Cohort | 2018 | | | 654321 | 2015 | 2015S3TRD | N |
| 08/26/2014 | ENROL - Enrollment/Bldg Change | * | | | 654321 | 2015 | 2015S3TRD | N |
| 08/26/2014 | GRDIN - Initial Grade entering cohort | 09 | | | 654321 | 2015 | 2015S3TRD | N |
| 07/01/2014 | DISAB - Student with a Disability | Y | | | 654321 | 2015 | 2015S3TRD | N |
| 07/01/2014 | DISAD - Economic Disadvantaged | Y | | | 654321 | 2015 | 2015S3TRD | N |

Grad Cohort Event Types

- ▶ Enrollment
- ▶ Assessment
- ▶ Demographic
- ▶ SSID Change/Deactivation
- ▶ Expected Graduation Year
- ▶ Accountability
- ▶ Exist in ODDEX as of today
- ▶ Will be added as completed

Enrollment Events

- ▶ WTHSM Withdrawal – Summer
- ▶ WTHSY Withdrawal – School Year
- ▶ WTHOV Withdrawal – Override Record
- ▶ ENROL Enrollment – Re-Entry Date for student
- ▶ STSOT Status Change – Out of District Cohort
- ▶ STSIN Status Change – Re-entry into District Cohort
- ▶ ENRCY Student Enrolled in Current FY
- ▶ GRD11 Grade Level – First time in 11th Grade

Assessment Events

- ▶ RQPT1 Has met EOC requirements
- ▶ RQPT2 Has met College Ready
- ▶ RQPT3 Has met CTE requirements
- ▶ RQPT4 FY18 general path
- ▶ RQPT5 FY18 CTE path
- ▶ SPALT Student Graduated – met req via Alt Assessment
- ▶ SPEXP Student Graduated – met req via Assessment Exemption

Demographic Events

- ▶ DISAB Student with a Disability
- ▶ FOSTR Student is Foster Placed into the District
- ▶ LEPSG Student is/was an LEP student
- ▶ HOMEL Student is/was a Homeless Student
- ▶ DISAD Student is/was a Disadvantaged Student

SSID Change/Deactivation Events

- ▶ SIDCH SSID Change – New SSID
- ▶ SIDPV SSID Change – Previous SSID
- ▶ SIDDC SSID Deactivation – New-Current SSID
- ▶ SIDDP SSID Deactivation – Previous SSID

Expected Graduation Year Events

- ▶ GRDIN Initial Grade Entering Cohort
- ▶ FYB9G Fiscal Year Began 9th Grade
- ▶ COHRT Graduation Cohort

Accountability Events

- ▶ ACNT4 Accountable Info – 4 Year Cohort
- ▶ ACNT5 Accountable Info – 5 Year Cohort
- ▶ ACNT6 Accountable Info – 6 Year Cohort
- ▶ ACNT7 Accountable Info – 7 Year Cohort
- ▶ ACNT8 Accountable Info – 8 Year Cohort
- ▶ DPLMA Student Graduation Status
- ▶ INUM(4-8) Included in Numerator
- ▶ **CONTR Student is a CTE Concentrator**

FY15 – Cohort Assignment Year

654321 no longer accountable due to withdrawal

| Event Date | Event Code | Key Event Data | Accountable LEA | Accountable Building | Data Source LEA | Data Source FY | Data Source Collection | Override Related |
|------------|---------------------------------------|----------------|-----------------|----------------------|-----------------|----------------|------------------------|------------------|
| 10/31/2014 | WTHSY - School Year Withdraw | 41 | 654321 | | 654321 | 2015 | 2015S3TRD | N |
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| 08/26/2014 | GRDIN - Initial Grade entering cohort | 09 | 654321 | | 654321 | 2015 | 2015S3TRD | N |
| 07/01/2014 | DISAB - Student with a Disability | Y | 654321 | | 654321 | 2015 | 2015S3TRD | N |
| 07/01/2014 | DISAD - Economic Disadvantaged | Y | 654321 | | 654321 | 2015 | 2015S3TRD | N |

Assigned to 2018 cohort

Later of Admission Date (FS070)/Effective Start Date (FS060)/First Day of School (DL080)

Reported as 9th grader for first time

FY15 – Moved to new district

| Event Date | Event Code | Key Event Data | Accountable LEA | Accountable Building | Data Source LEA | Data Source FY | Data Source Collection | Override Related |
|------------|-------------------------------------|----------------|-----------------|----------------------|-----------------|----------------|------------------------|------------------|
| 06/30/2015 | ACNT4 - Accountable - 4 Year Cohort | 2018 | 123456 | 112233 | 123456 | 2015 | 2015S3TRD | N |
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| 11/03/2014 | ENROL - Enrollment/Bldg Change | * | | | 123456 | 2015 | 2015S3TRD | N |

Added at end of year

Generated for 1st enrollment of year, re-enrollment within same year, building change

Remains part of subgroup "if ever" reported

Others: FOSTR, LEPSG, HOMEL

Student Reporting

HB49 – Victims of Student Violence

- ▶ New Student Discipline (GD) Record element
- ▶ Person(s) at whom student's violent behavior that resulted in discipline was directed
- ▶ By classification, not name
 - ▶ Student
 - ▶ Teacher
 - ▶ Nonteaching employee

FY19 Student Changes 1

- ▶ New CTE Program of Concentration (FN290) option
 - ▶ N4 – Cyber Security
- ▶ Majority of Attendance end date review
 - ▶ Update to MOA Table in EMIS Manual
- ▶ Additional Student Home Language (GI570) options
- ▶ Additional Native Language (GI270) options

FY19 Student Changes 2

- ▶ Integrate Federal Low Income County System (FLICS) into EMIS
 - ▶ From review in SAFE to Level 2 report in Data Collector
- ▶ Withdrawal Reason (FS100) option 76 changes from 105 hours to 72 hours
 - ▶ 105 hours through November 1, 2018
 - ▶ 72 hours starting November 2, 2018

New FTE Daily Summary Reports

- ▶ Traditional districts, JVSDs, community schools, STEM districts, and ESCs
- ▶ Show fluctuations in data
- ▶ Use to reconcile FTE data with FTE displayed on School Finance Payment Report (SFPR)
- ▶ New report explanation available on EMIS website

Three Daily Summary Reports

- ▶ (FTES-005) Students District is Educating
- ▶ (FTES-006) Students Initially Funded at District
- ▶ (FTES-007) Transfers

| Report Name | LEA | Collection Request | Fatal | Critical | Warn | Info | Total | Category | Data Set | Process Date | Last Upd Date | Submission |
|---|-----------------|--------------------|-------|----------|------|---------------------|---------------------|----------|----------|----------------|----------------|--------------------------------|
| ▼ (FTES-005) FTE Daily Summary Report - Students District is Educating (Count: 1) | | | | | | | | | | | | |
| (FTES-005) FTE Daily Summary Report - Students District is Educating | Northmor_048819 | FY18-S-TRAD Final | 0 | 0 | 0 | 32 | 32 | Funding | S | 08/01/18 18:15 | 09/02/18 02:59 | 15 on 07/30/18 |
| ▼ (FTES-006) FTE Daily Summary Report - Students Initially Funded at District (Count: 1) | | | | | | | | | | | | |
| (FTES-006) FTE Daily Summary Report - Students Initially Funded at District | Northmor_048819 | FY18-S-TRAD Final | 0 | 0 | 0 | 69 | 69 | Funding | S | 08/01/18 18:15 | 09/02/18 03:03 | 15 on 07/30/18 |
| ▼ (FTES-007) FTE Daily Summary Report - Transfers (Count: 1) | | | | | | | | | | | | |
| (FTES-007) FTE Daily Summary Report - Transfers | Northmor_048819 | FY18-S-TRAD Final | 0 | 0 | 0 | 126 | 126 | Funding | S | 08/01/18 18:15 | 09/02/18 03:04 | 15 on 07/30/18 |

Daily Summary Report Columns

- ▶ Result codes identify specific funding situations
- ▶ Columns represent dates calculated
 - ▶ 5 most recent runs
 - ▶ 1 and 2 week prior runs
 - ▶ 1 and 2 month prior runs
 - ▶ 30 day average

| RPT DEST IRN | RESULT CODE | RESULT CODE DESCR | GRADE SPAN CODE | ECON DISADV CODE | LEP CODE | DISABILITY CATEGORY CODE |
|--------------------|----------------|-------------------------------|-----------------------|------------------------|-------------|--------------------------------|
| 041234 | FT0100 | Students the LEA is educating | AN | N | N | 05 |
| 041234 | FT0100 | Students the LEA is educating | AN | N | N | ** |
| 041234 | FT0100 | Students the LEA is educating | AN | N | N | ** |

| FTE LEA TYPE CODE | LATEST RUN | PRIOR RUN | SECOND PRIOR RUN | THIRD PRIOR RUN | FOURTH PRIOR RUN |
|----------------------|---------------|--------------|---------------------|--------------------|---------------------|
| RGJVSESC | 361.70 | 359.93 | 359.93 | 358.76 | 358.76 |
| RGJVSESC | 35.80 | 34.53 | 33.53 | 34.02 | 34.02 |
| RGJVSESC | 13.15 | 12.68 | 12.68 | 12.50 | 12.50 |

Error Severity Code

- ▶ Determined by comparing 30 day average FTE to FTE from latest run
- ▶ Code assigned based on threshold value
 - ▶ Critical, Fatal, Informational, or Warning
 - ▶ See Report Explanation for detailed calculations

| THIRD PRIOR RUN | FOURTH PRIOR RUN | WEEK PRIOR RUN | TWO WEEK PRIOR RUN | MONTH PRIOR RUN | TWO MONTH PRIOR RUN | THIRTY DAY AVERAGE | ERR SEV CODE |
|-----------------|------------------|----------------|--------------------|-----------------|---------------------|--------------------|--------------|
| 20.62 | 20.62 | 18.79 | 19.67 | 17.97 | 14.54 | 19.53 | I |

Student Changes Moving to FY20

▶ Attendance percent of time

- ▶ Resolve situations where attendance and funding diverge
- ▶ Example = 5 credit hour rule in traditional high schools

▶ Attendance hours

- ▶ Time absent is used for some purposes, but not others
- ▶ Example = student is suspended

TGRG Reporting

Reading Diagnostic

- ▶ Required for any students enrolled 30 or more days, including any 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
- ▶ Data collected in Midyear and End of Year Student (S) and SOES End of Year
- ▶ Get data in SIS as soon as available

Reading Diagnostic Result (FN370)

- ▶ ** - 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)

- ▶ Must be implemented within 60 days of diagnostic results
- ▶ Students not on-track for reading at grade level
- ▶ Exception
 - Students with most significant cognitive disabilities
- ▶ May use for on-track students having trouble with reading
 - ALL RIMP requirements must be met

RIMP Requirements

- ▶ Must be implemented within 60 days of 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 and other TGRG documentation on ODE website

RIMP vs. Non-RIMP Program Codes

▶ RIMP

- ▶ 151500 (Summer Intervention)
- ▶ 152500 – 152699 (Regular School Year)
- ▶ Only report reading improvement plans that meet RIMP requirements with RIMP codes

▶ Non-RIMP

- ▶ 151490 Academic Intervention (Summer Intervention)
- ▶ 152330 Academic Intervention (Regular School Year)

TGRG Updates

- ▶ 2018 – 2019 3rd Grade English Language Arts promotion scores
 - ▶ Scaled = 677
 - ▶ Reading sub-score = 45
- ▶ New TGRG Alternative Assessment
 - ▶ i-Ready
- ▶ TGRG Alternative Assessment promotion score changes
 - ▶ 8/17/2018 EMIS Newsflash

Preschool Reporting

FY19 Preschool Changes 1

- ▶ Preschool percent of time, calendar, and attendance
 - ▶ Align reporting as close as possible to K-12 reporting
- ▶ Related services and itinerant services
 - ▶ Clarify related vs. itinerant
 - ▶ Possible new program codes
 - ▶ Could possibly move to FY20

FY19 Preschool Changes 2

- ▶ Clarify Location IRN (CN110) reporting for preschool courses
 - Report IRN on license
- ▶ 180108 – Preschool
 - FY19 can report other preschool codes
 - FY20 other preschool codes deleted

FY19 Preschool Changes 3

Fatal error if How Received = E reported by non-grantee

- Not on ECE Grantee list
 - Keywords “Early Childhood Education Grant for Administrators”

| County (Grantee Level) | ECE Grantee | County (Program Level) | Program (Awarded) Site |
|------------------------|--------------------------------|------------------------|-------------------------------|
| Adams | Adams County Ohio Valley Local | Adams | North Adams Elementary School |
| Adams | Adams County Ohio Valley Local | Adams | Peebles Elementary School |

JVS Preschool Reporting

- ▶ Should be reporting Preschool data if licensed entity
- ▶ FS, FD, and GI Records
 - ▶ How Received = *
 - ▶ Include attendance
- ▶ CN, CU, and GN Records
- ▶ Assessments are reported only if ECE or student with disability

Preschool Gen Issues Reports

- ▶ Result Code IS0425 compares number of ECE students expected to number reported
 - ▶ Slight variance okay
- ▶ Result Code IS0426 lists preschool students reported with How Received = E
 - ▶ Used to calculate number for IS0425
- ▶ Result Code IS0427 checks age of students reported with How Received = E

Staff and Course Reporting

Highly Qualified Teacher (HQT)

- ▶ HQT is no more
 - Federal – ESSA
 - State – SB216
- ▶ Highly Qualified Teacher (CU100)
 - Not required reporting for regular ed teachers
 - Reporting for special ed teachers unclear
- ▶ Highly Qualified Teacher IRN (CU110)
 - Whose report card
 - Renamed “TLC IRN”

FY19 Staff/Course Changes

- ▶ Collect data on select staff vacancies
 - ▶ Teacher and related services positions
- ▶ Eliminate VC curriculum code
 - ▶ Replaced with new CBI subject code
- ▶ New position fund source for Title III teachers
- ▶ Update position codes
 - ▶ Remove 330 – Visiting Teacher
 - ▶ Add new code for Dean of Students

Initial Staff/Course (L) Collection

- ▶ Data reported is used for certification information and most staff measures on the LRC
- ▶ Report all course data and students in the course for the ***entire school year*** in this collection
 - ▶ Course Master (CN) Record
 - ▶ Staff Course (CU) Record
 - ▶ Student Course (GN) Record
 - ▶ Student Attributes (FD) Record

Course Master (CN) Record

- ▶ Local Classroom Code (CN160)
 - ▶ Staff Course (CU) Record
 - ▶ Student Course (GN) Record
- ▶ Student Population (CN340)
- ▶ Subject Code (CN050)
- ▶ Course Start Date (CN280)
- ▶ Course End Date (CN290)

Staff Course (CU) Record

- ▶ Employee ID (CU050)
 - Staff Demographic (CI) Record
 - Staff Employment (CK) Record
- ▶ Staff Provider IRN (CU120)
- ▶ Staff Course Start Date (CU070)
- ▶ Staff Course End Date (CU080)
- ▶ TLC IRN (CU110)

Student Course (GN) Record

- ▶ Report all students who are or were ever in a course
- ▶ Course Enrollment Start Date (GN160)
- ▶ Course Enrollment End Date (GN170)

Staff Employment (CK) Record

- ▶ Position Code (CK060)

- ▶ Report teachers of record with position code 230

- ▶ Position Separation Date (CK300)

- ▶ Position Separation Reason (CK230)

- ▶ Position Status (CK070)

- ▶ Only report option U if staff member left prior to the current school year

Other Related Records

- ▶ Staff Demographic (CI) Record
 - ▶ Early Childhood Education Qualification (CI225)
- ▶ Contractor Staff Employment (CJ) Record
 - ▶ Employing entity must report
- ▶ Student Attributes – Effective Date (FD) Record
 - ▶ Disability Condition (FD130)
 - ▶ State Equivalent Grade Level (FD090)

Teacher of Record

- ▶ The individual responsible for
 - ▶ The majority of instruction
 - ▶ Assigning student grades
- ▶ Must have a Staff Course (CU) Record reported by the district
- ▶ If multiple teachers, report all

Resources

- ▶ EMIS Manual
- ▶ TLC Status Report Explanation
- ▶ CORE Educator Profile
- ▶ Certification and Licensure Search
- ▶ Certification and Licensure Dictionary
 - ▶ Keyword “Dictionary”

CORE Educator Profile 1

Access through SAFE

| Web Systems | Description |
|----------------------------|-----------------------------------|
| HRMS | Human Resources Management System |
| Learning Management System | Learning Management System |
| ODE.CORE | Online Licensure System |

The screenshot shows the ODE.CORE website interface. At the top, there is a dark red navigation bar with several menu items: "EDUCATOR LICENSURE", "PUPIL ACTIVITY", "LPDC", and "CORE DASHBOARD". The "EDUCATOR LICENSURE" menu is expanded, showing a sub-menu item "» Educator Profile". Below the navigation bar is a blue section for "Messages & Notifications". A yellow notification box contains the text: "You must update your information under My Profile before completing an application. Click MY PROFILE in the red ribbon at the top right of yo". At the bottom, there are two blue boxes: "My State ID" with the text "To obtain state ID, please click [My Profile](#)" and "My Application Status" with the text "Below is a list of applications you have s".

CORE Educator Profile 2

Publicly accessible

‣ Keywords “Educator Profile Search”

Ohio.gov | Department of Education

ODE.CORE.EducatorProfile Home > Educator Search

Educator Search

PLEASE NOTE – To improve the speed and efficiency of the Ohio educator licensure system, the Ohio Department of Education processes the status of your applications, pay licensure fees, and upload documents. Thank you for helping us improve the Ohio educator licensure system.

Please add information in one or more of the fields below, and then click the "Search" button to return educator information.

Find Educator

Educator State ID:

First Name:

Last Name:

Date of Birth: (mm/dd/yyyy):

Credential Number:

CORE Educator Profile 3

Click to display selected educator's credential information

ODE.CORE.EducatorProfile Home > Demographic Information

Demographic Information

Educator: Thomas, David S Educator State: WW1234567

Click items on the left navigation to access more educator data.

Demographics

| | | | |
|--------------------|-----------|----------------|------------|
| Educator State ID: | WW1234567 | Gender: | Male |
| First Name: | Josiah | Last Name: | Bartlet |
| Middle Initial: | | Date of Birth: | XX-XX-1972 |

Left Navigation Menu:

- Educator Profile
- Educator Search
- Demographic Info
- Application Status
- Credentials
- Assignment Data
- BCI/FBI
- Disciplinary Info
- Educator Data by Dist.
- eSigner Data
- User Manual

Credentials

- ▶ Is license valid or expired?
- ▶ Is the teaching field allowable for the course?
- ▶ Is there a “Valid In” IRN on the license?
 - Does it match the reporting IRN?

Credential Summary

Sort By: ▼

| Credential | | |
|---|---------------------------------|-----------------------------|
| Credential: 5 Year Professional License - High School (7-12) | Status: <u>Issued</u> | Credential Number: |
| Effective Year: 2015 | Original Issue Date: 01/17/2015 | Last Print Date: 01/17/2015 |
| Effective Date: 07/01/2015 | Expiration Date: 06/30/2020 | |
| Teaching Fields: | | |
| Mathematics (110000) | Issue Date: 01/17/2015 | End Date: 06/30/2020 |

Certification and Licensure Search 1

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QUICK LINKS

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- » [Documentation](#)
- » [EMIS Reporting Responsibilities](#)
- » [Reference Lists](#)
- » [Resources](#)
- » [EMIS Technical Documentation](#)
- » [Certification and Licensure Search](#)

LATEST NEWS

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[EMIS Newsflash – August 31, 2018](#)

[EMIS Newsflash – August 29, 2018](#)

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Certification and Licensure Search

This resource was created to assist districts in validating data that appear on the Invalid_Cert_Course Report generated by EMIS. The search has been updated with **FY2017** data. For a list of the current subject codes, please see Section 4.7 of the EMIS Manual.

[Search for Regular Teaching Certificates and Licenses](#)

This search is for situations where a course master has been submitted and the student population is PR or RG (i.e., regular education courses). Every permissible combination is not found in this search. For instance, situations in which a teacher is required to have multiple teaching fields or multiple credentials do not appear.

Note that the general rule for elementary credentials (i.e., Kindergarten-Primary (KP), Kindergarten-Elementary (KE), Elementary (EL), Early Childhood (EC)) allows the teachers who hold these credentials to teach any course within the relevant grade range. These situations are not reflected within this search tool. An exception to this rule is for those initially hired on or after July 1, 2013, to teach physical education. These teachers must be licensed in PE and are included in this search tool.

For questions regarding Invalid_Cert reports, please contact EMIS via the helpdesk. For questions regarding teacher assignments, please contact the Office of Educator Licensure.

OR

[Search for Special Education Teaching Certificates and Licenses](#)

This section is for courses reported with student populations of DP, D8, GA, GE, SE, and SP (i.e., special education courses).

Certification and Licensure Search 2

> Regular Course Search

> Special Education Course Search

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CheckType: 0

Teaching Certificate & License Search

These are individuals for whom a course master has been submitted, i.e., with position code 230 and assignment area 999370 or 999800.

| | | | | | | | | |
|--|----------------------|--|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <p>Search for Valid Certificates/Licenses by Subject Code (EMIS Manual Section 4.7):</p> <input type="text" value="110301"/> <input type="button" value="Submit"/> | OR | <p>Search for Valid Subjects by</p> <p>Cert./Lic. Type: <input type="text" value="Select Type"/> ▾</p> <p>& Codes (up to 6):</p> <table border="1"> <tr><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td><input type="text"/></td><td><input type="text"/></td></tr> <tr><td><input type="text"/></td><td><input type="text"/></td></tr> </table> <input type="button" value="Submit"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | | | | | | | |
| <input type="text"/> | <input type="text"/> | | | | | | | |
| <input type="text"/> | <input type="text"/> | | | | | | | |

Subject Code: 110301

| Valid Certificate Combination(s) | | |
|--|---------------|----------|
| Cert. Type | Cert. Code(s) | Grade(s) |
| <i>Some exceptions may exist. Click Here to view these exceptions.</i> | | |
| HS | 110000 | 7 - 12 |
| MS | 110100 | 4 - 9 |

| Valid License Combination(s) | | |
|--|--------------|----------|
| Lic. Type | Lic. Code(s) | Grade(s) |
| <i>Some exceptions may exist. Click Here to view these exceptions.</i> | | |
| AD | 110000 | 7 - 12 |
| AD | 110094 | 7 - 12 |

Certification and Licensure Search 3

> Regular Course Search

> Special Education Course Search

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CheckType: 0

Teaching Certificate & License Search

These are individuals for whom a course master has been submitted, i.e., with position code 230 and assignment area 999370 or 999800.

| | | |
|---|----|---|
| <p>Search for Valid Certificates/Licenses by Subject Code (EMIS Manual Section 4.7):</p> <input type="text"/> <input type="submit" value="Submit"/> | OR | <p>Search for Valid Subjects by</p> <p>Cert./Lic. Type: HS <input type="button" value="v"/></p> <p>& Codes (up to 6): 110000 <input type="text"/> <input type="text"/></p> <input type="submit" value="Submit"/> |
|---|----|---|

Certificate/License Type: HS

Certificate/License Code(s):

110000

| Valid Course(s) | |
|--|----------|
| Subject Code(s) | Grade(s) |
| <i>Some exceptions may exist. Click Here to view these exceptions.</i> | |
| 010715 | 7 - 12 |
| 030500 | 7 - 12 |
| 110301 | 7 - 12 |

Certification and Licensure Questions

Contact Office of Educator Licensure

- ▶ educator.licensure@education.ohio.gov
- ▶ 614-466-3593

When is a sub reported as teacher of record?

- ▶ In charge of the course
- ▶ Conducting activities typically completed by lead teacher
 - Develop daily lesson plans
- ▶ Even if
 - Regular teacher will be returning
 - No or incorrect credential
 - Contracted from a third party agency

Authorized Teaching Experience Years (CI200) 1

Criteria per ORC includes teaching service performed

- In a state-operated educational institution
- In any other elementary and/or secondary public school district in Ohio
- Through active military service to a maximum credit of 5 years
- In a chartered, nonpublic school located in Ohio
- In the reporting school district

Authorized Teaching Experience Years (CI200) 2

Optional criteria

- ▶ In elementary and/or secondary public school districts in states other than Ohio
- ▶ In overseas dependent school operated by one of the armed forces of the United States or in elementary or secondary school operated by a state agency, approved by State Board of Education

Total Experience Years (CI210)

Total number of years of all certificated/licensed educational service in elementary schools, secondary schools, colleges, universities, and any other public or non-public educational institutions

- Authorized and non-authorized
- Including Peace Corps

Assessment Updates

Ohio Graduation Test (OGT) Update

- ▶ Now online
- ▶ Continuous testing window
 - September – July
- ▶ New collection timeframe
 - January – August, 2019
- ▶ Can take up to 3 times per year
 - Adding day of month to test date

FY19 Assessment Changes

- ▶ Update assessment type by assessment collection table in FA section of EMIS Manual
- ▶ Add instructions on dates to use when reporting “proxy” assessments
- ▶ Add Alternate Assessment for OELPA
- ▶ Split Early Learning Assessment collection into Fall and Spring collection requests
- ▶ Adding new Industry Credential (GW) and CTE Technical Assessment (GY) assessments

ODDEX

Bulk Export

- ▶ Ability to extract assessment data in flat file format for multiple students
- ▶ Located within Records/Single Student

The screenshot displays the Ohio Department of Education's Ohio District Data Exchange (ODDEX) interface. The top navigation bar includes links for Home, SOES, SCR, Records, CCP, Tuition, Calendar, Users, Agencies, a search bar for SSID, and Help, About, Log Out. A dropdown menu is open under 'Records', showing 'Cusseta West Pd' and 'Single Student'. The 'Single Student' option is further expanded to show 'Bulk Export', which is circled in red. An arrow points from this 'Bulk Export' option to the 'Records Bulk Export' link in the top right corner, which is also circled in black. Below the navigation bar, the 'Assessments' section is visible, featuring the 'Assessment Extract' form. This form includes dropdown menus for Assessment Type, Subject, Test Grade Level, and Assessment Group, a 'Clear' button, a 'Browse...' button, and an 'Upload' button.

Generating Export File

- ▶ Create/save file containing SSIDs in CSV format
- ▶ Click , locate file, double click to populate box

The screenshot shows a web form with the following elements:

- Assessment Type**: A dropdown menu.
- Subject**: A dropdown menu.
- File Input**: A text box with a button next to it. The button is circled in red.
- Upload Button**: A blue button with the text **Upload**. It is also circled in red.

Red arrows point from the text in the previous block to the button and the **Upload** button.

- ▶ Once located, click to begin the export process

Export Filter Options

The diagram illustrates the export filter options for a system. It features four main filter categories, each with a dropdown menu and a list of options:

- Assessment Type:** AC - AC, AP - AP, GA - OAA, GB - Early Learning Assessment, GD - Assessment Type, GE - GE, GF - Oelpa.
- Subject:** 01EA - Accounting, 01MC - Accounting, 01MD - Finance, 02EA - Administrative Office Technology, 02MA - Administrative Office Technology, 02MC - Administrative Office Technology, 02MD - Business and Administrative Services, 03 - 3 Years (33-41 months of age).
- Test Grade Level:** ** (highlighted), 03, 04, 05, 06, 07, 08, 09, 10, 11, 12, 23, KG, PS.
- Assessment Group:** Graduation Tests, Other Tests.

A central red-bordered box contains the text "All, past and present". Two red arrows point from this box to the "Assessment Type" and "Subject" dropdown menus, indicating that this filter applies to both.

Result in Flat File Format

Default file name

- FA-xxxxxx-yyyymmddhhmmss.txt
 - xxxxxx = IRN of district performing export

```
FA 2019 545387FM4834047GX11ELA 20170916STR12Y1BA 02
FA 2019 545387FM4834047GD10R 20161205STR**NO*59101
FA 2019 545387GD1111111GD12ELA120170907STR***EA 00
FA 2019 545387GD1111111WK11R 20190423ALT***E79703
```

Troubleshooting Upload Errors

Export Error

- Unable to process csv file, verify format. Upload file must be Comma Separated Value (CSV) format.
- java.io.IOException

- ▶ Verify the upload file is in CSV format
- ▶ Ensure SSID is in the first column
- ▶ Verify each SSID has its own row

Export Error

- No records matched based on SSID's supplied in csv file and the selected Agency.

- ▶ Ensure correct district was selected
- ▶ Verify all nine SSID characters are present

Landing Page Updates

- ▶ District dropdown added to secondary navigation bar
- ▶ All grids collapsed by default

The screenshot displays the Ohio Department of Education's Ohio District Data Exchange (ODDEX) landing page. The top navigation bar is dark red and contains the following items: Home, SOES, SCR, Records, CCP, Tuition, Calendar, Users, Agencies, Admin, and a search box labeled SSID. A dropdown menu is open under the SCR menu, showing 'Cusseta West Point Local (5453)' with a downward arrow, which is circled in red. Below the navigation bar, there are two sections: 'ODE Announcements' and 'System Alerts' (with a sub-link 'Version 3.24.0 installed'). Below these are several summary links, each with a 'Show' button circled in red: 'SCR Enrollment Comparisons', 'SOES Resident District Review Summary', 'Tuition Paying Summary', 'Tuition Educating Summary', and 'CCP LEA Summary'.

Records/Single Student Updates

Ohio Department of Education Ohio District Data Exchange (ODDEX) Records Single Student

Home SOES SCR Records CCP Tuition Calendar Users Agencies SSID

Cusseta West Point Local (5453) 2018

Last Name SSID Admitted Since

Only students with Special Education data
 Only students with Assessment data

New Assessment only
Summary selection option

Assessment Type Test Grade Level Assessment Group

Subject Test Taken Between

From: To:

Local Student ID

If Local Student ID is left blank SSID will be substituted on export.

New Single
Student
Assessment date
selection option

Single Student
Assessment
export
enhanced

SOES Updates

- ▶ New filter selection for Resident District
 - ▶ All records approved for funding





The screenshot shows the Ohio Department of Education's Ohio District Data Exchange (ODDEX) interface. The top navigation bar includes links for Home, SOES, SCR, Records, CCP, Tuition, Calendar, Users, Agencies, and a search bar for SSID. The current page is titled "SOES Resident District Review". Below the navigation bar, there are filters for "Chatsworth Augusta Ex Village" and "2019". The main filter area contains several dropdown menus and checkboxes:

- Last Name: [Text Input]
- SSID: [Text Input]
- Reported By: [Dropdown Menu]
- Review Status: [Dropdown Menu]
- Active Only:
- Escalated Only:
- All Approved: (circled in red)
- First Name: [Text Input]
- Gender: [Dropdown Menu]
- Modified Since Last Review: [Dropdown Menu, set to "All Records"]
- Impact of Review Flag: [Dropdown Menu, set to "All"]
- Find: [Blue Button]
- Clear: [Blue Button]
- Address: [Dropdown Menu]
- Record Age: [Dropdown Menu]
- Export: [Grey Button]

- ▶ FTE element removed from Student Details
 - ▶ Resident District and Community School views

Upcoming CCP Redesign







- ▶ October release scheduled
- ▶ Application becomes SSID centered
- ▶ Summary grid
 - ▶ Displays a row per SSID
 - ▶ Flag will represent the most severe record for the SSID

| | | | | |
|---|---|-----------|--------|--------|
|  |  | CL4774746 | Holder | Shanda |
|  |  | IM0155046 | Mack | Sherry |

CCP Student Detail


Three sections

- Higher Ed Courses
- EMIS Reported Courses
- Payment data (not shown)

| Higher Ed Courses | Enrollment as Of | Term | Credit Hours | Divrly Mthd | Alt Pay | Esclt | Course Dates | Section ID | Subj | Campus Code | Last Updated |
|---|------------------|------|--------------|-------------|---------|-------|-------------------------|------------|--------|-------------|--------------|
|   TECH1812 - Human Anatomy & Physiolog | 09/11/2018 | WI | 4.01 | CI | N | N | 07/01/2019 - 07/02/2019 | 34223 | 197353 | SNCL | 09/11/2018 |
|   RADT4784 - Calculus II | 09/11/2018 | SP | 2.91 | OC | N | N | 11/27/2018 - 01/01/2019 | 39368 | 128291 | TRRA | 09/11/2018 |
|   RADT3906 - Macroeconomics | 09/11/2018 | WI | 1.57 | CI | N | N | 04/12/2019 - Current | 21226 | 204604 | ASHL | 09/11/2018 |

| EMIS Reported Courses | Schedule Code | Subject | Credit Hours | Building IRN | Location IRN |
|-----------------------|---------------|---------|--------------|--------------|--------------|
| 6751-LIGHT-40 | 4 | ENG | 2.09 | 109800 | 543214 |
| 2524-BOOKS-28 | 5 | MTA | 1.28 | 197600 | 543215 |

Student Detail – Higher Ed Courses

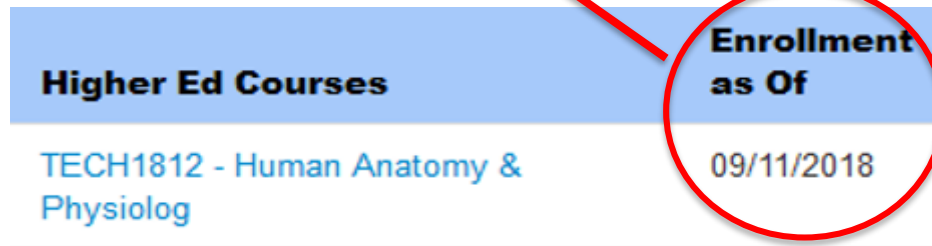
- ▶ Row for each course any college has reported for SSID
 - ▶ Indicating your district as responsible
- ▶ Ability to review each row
 - ▶ Similar to reviews in current ODDEX
 - ▶ Course code is hyperlink to review, approve, or flag
 - ▶ Commenting capability
- ▶ Audit 

Student Detail – EMIS Reported Courses

- ▶ Courses your district has reported in Staff/Course (L) Collection for SSID
- ▶ No matchup to college courses reported
 - ▶ Match by college course name
 - ▶ Pick Subject Code as closely related
 - ▶ Informational for district
 - ▶ Subject Area for Credit (CN210) is what matters

Who pays for CCP?

- ▶ College provides IRN they think will pay
 - Only used if SSID not found enrolled anywhere in Ohio
- ▶ If the student is enrolled, IRN switched to where they are enrolled
- ▶ If more than one district reports student enrolled as of the “**course census date**”, district EMIS data used to determine who pays



| Higher Ed Courses | Enrollment as Of |
|--------------------------------------|------------------|
| TECH1812 - Human Anatomy & Physiolog | 09/11/2018 |

Breaking Ties

- ▶ If only one district reports, they pay
 - Sent To = PS, or
 - Course enrollment
- ▶ If both or neither report, payment is split
 - Based on overall percent of time split between the districts
 - Will be displayed in the number of semester hours

Not enrolled on census date?

- ▶ If no one has enrolled on census date, look for enrollments within 90 days
- ▶ Summer courses paid by the next district

New Reviews/Flags

- ▶ Payment is being split between districts
 - For any year – past or present
- ▶ Charge me! I should pay!
- ▶ Charge them! They should pay!
- ▶ Other review types may be added
 - Please give us your thoughts

Student Detail – Payment Data

- ▶ Who has student enrolled
- ▶ Are they reporting course or Sent To
- ▶ What percent of time reported
- ▶ College-reported IRN to pay
- ▶ ODE-determined IRN to pay
- ▶ Split credit amounts
- ▶ Reviews/flags set by other district
- ▶ County of Residence code

Questions?



education.ohio.gov

Social Media

facebook

Ohio Families and Education
Ohio Teachers' Homeroom

Linked in

ohio-department-of-education

Storify

storify.com/ohioEdDept

twitter

@OHEducation @EMISOhio

You Tube

OhioEdDept