ODE ITC EMIS Training

May/June 2019

Ohio | **Department of Education**

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

▶Assessments, 4

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Assessments

Missing Lists, 1

▸No list for IB, AP, GW, WorkKeys, or OGT

▸Dropout Prevention Recovery (DPR) Growth list populated by vendor file

▸Accelerated students will be reflected correctly for 3-8 and EOC lists by mid-late June

▸Child Outcome Summary list only requires one result

Missing Lists, 2

▸JVSDs only required to report EOC results for direct enrollment students

⤷Non-direct enrollment students will appear on resident/sending district's list

▸Review Alternate Assessment missing list

⤷Significant number of schools did not submit results in FY18

Supplementary Reports

▶List of extra records
- ▹ODE did not expect from your district
- ▹Not on Missing Report

▶District can submit or remove

▶Example 1: Vendor file uploaded by district included results for open enrolled out students

▶Example 2: JVS uploaded EOC results for non-direct enrollment students

Assessment Gen Issues

▸ Reports specific to DPR community schools for EOC and OGT

  ⋗ MAP participation rate – ***New***

  ⋗ Current year passage rates

  ⋗ Large change in passage rate from prior year to current year

  ⋗ Invalid MAP values

▸ ELA score does not match vendor file – ***New***

July Assessment Appeals

▸ Open July 9 – 16, 2019
  - ▹ FY19 DPR Assessment
  - ▹ Approved data corrections due by 5:00 PM on July 22, 2019

▸ Open July 18 – 26, 2019
  - ▹ FY19 Fall 3rd Grade ELA & Reading
  - ▹ FY19 Spring EOC Assessment
  - ▹ FY19 Spring State Assessment Grades 3-8
  - ▹ Approved data corrections due by 5:00 PM on July 31, 2019

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August Assessment Appeals

▶ Open August 12 – 22, 2019
- ▸ FY19 OGT Assessment
- ▸ FY19 Alternate Assessment
- ▸ FY19 OELPA
- ▸ FY19 Other Accountability Assessments
- ▸ FY19 Child Outcome Summary Assessment

▶ Approved data corrections due by 5:00 PM on August 26, 2019

TGRG and Retention

Third Grade Reading Guarantee

▸ Reading diagnostic required for all K-3 students enrolled 30 or more days

▸ Reading Improvement and Monitoring Plan (RIMP) required for any K-3 student not on track

▸ Retention required for students
  ‣ Not meeting 3rd Grade ELA scores
    ‣ Promotion score = 677
    ‣ Reading sub-score = 45 *or*
  ‣ Not meeting an exemption

Retention Exemptions

▶ English Language Learner (ELL)
- ▹ In US school less than three years **and**
- ▹ With less than three years instruction in English

▶ Individualized Education Program (IEP) specifically exempting student from retention

▶ Previous retention in any K-3 grade level **and** two years intensive reading remediation

▶ Met promotion score on TGRG Alternative Assessment

TGRG Exemption

▶ Students with significant cognitive disabilities taking Alternate (ALT) Assessment

▶ Not subject to any TGRG requirements

  ⟩ Reading Diagnostic Assessment

  ⟩ Reading Improvement and Monitoring Plan (RIMP)

  ⟩ Retention

Reading Diagnostic Results

- ** – only when student in district less than 30 days and not assessed

- EX – only for student with significant cognitive disabilities

- RN – only when student in district 30 or more days and not assessed

- All others, report with AO or NO

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RIMP Reporting

▶ Use RIMP-specific program codes
  ⟩ When RIMP is written **and**
  ⟩ Implemented within 60 days of diagnostic result availability **and**
  ⟩ Additional requirements met

▶ When above requirements not met, use other intervention program codes

Retained Status Options, 1

▸ * – only for 3rd grader meeting TGRG promotion score requirement on fall, spring, or summer 3rd Grade ELA

▸ A – student retained end of previous year due to TGRG, still retained

▸ D-F – TGRG not met, student exempt from retention

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Retained Status Options, 2

▶ G – student with significant cognitive disability/ALT assessed not subject to any TGRG requirements

▶ H – student retained end of previous year due to TGRG, not enrolled this year

▶ J-N – TGRG not met, student not retained due to adequate performance on alternative assessment

▶ 5 – TGRG met, student retained for other reason

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TGRG Gen Issues

▸ No reading diagnostic and no exceptions reported

▸ No RIMP-specific program code reported for not on track student

▸ Verify accuracy of reported RN and EX diagnostic results

▸ Percentage of all K-3 students reported with EX

Gifted

Student Gifted Education Record, 1

‣Traditional districts are required to screen, assess, and identify each year
⯈Community schools and STEM districts are not

‣Traditional districts, community schools and STEM districts report record for all students
⯈JVSs do not report

‣Shared students, only educating entity reports

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Student Gifted Education Record, 2

▶ Once identified, always identified
  ▷ Reported as Gifted Identification
▶ Date test scores received by district reported as Gifted Identification Date
  ▷ Report original date each year
▶ If Gifted Served = Y
  ▷ Report how served

Program Codes

▶205xxx, services *not* provided by gifted intervention specialists

▶206xxx, services provided by gifted intervention specialists

  ⇢ Employee ID required

Gifted Reporting for Students Taking ACT or SAT

▸Tested students should be reported as screened for gifted
- ⊳ACT – Math, Reading/Writing, and Science
- ⊳SAT – Math, Reading/Writing

▸Report as identified if threshold score achieved in subject area, if not already

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Gifted Gen Issues

‣Check for supporting data to accompany gifted service indicator – *New*

‣Greater than 10% change in number of students identified from one year to the next for each area

‣Greater than 10% change in number of served students from one year to the next

Special Education

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Transfer Students, 1

▶ Adoption of previous ETR or IEP is independent of one another

▶ If not adopting previous out-of-state ETR
  ▷ Report next as initial ETR

▶ If not adopting previous in-state ETR
  ▷ Report next as review ETR

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Transfer Students, 2

▸ If district adopts previous ETR or IEP, also adopts existing timelines of original

▸ Not adopting previous IEP, 30 day rule applies to the development, adoption, and implementation of *new* IEP

▸ Report an NIEP when services provided to a transfer student with no IEP in place

Special Ed Gen Issues

▸Alternate Assessment – *New*

▸Discipline discrepancies and disproportionality

▸Timely initial evaluations

▸Early childhood transition from Part C to Part B

▸Secondary transition

Staff/Course

Overview

▸ Report all staff employed for FY19
  ⟐ Current
  ⟐ Separated
  ⟐ Supplementals

▸ Correct errors carried over from Initial Staff/Course (L) Collection
  ⟐ Will not change certification
  ⟐ May impact CTE FTE issues

▸ Work with HR before FY19 staff data is updated for FY20

Staff Attendance

▶Include all approved professional days and P/T conference days in Attendance Days

▶Long-term illness days must be reported in both Absence Days and Absence Days-Long Term Illness

⯈Impacts Attendance Rate

$$\frac{Attendance\ Days}{(Attendance\ Days + Absence\ Days) - Long\ Term\ Illness\ days}$$

Attendance Days = 125; Absence Days = 18; LTI = 20

Staff Separation

▶ Worked this year, leaving at end of year
- ▷ Separation Date and Reason
- ▷ No change to Position Status

▶ Worked 0 days this year, left prior to end of last school year, no separation reported
- ▷ Separation Date and Reason
- ▷ Position Status = U

▶ Worked 0 days this year, left after end of last school year, no separation reported
- ▷ Summer Employment Separation (CL) Record or
- ▷ CI/CK with Position Status = U

Position FTE

▸Verify no current staff reported with 0.00 FTE

⇥Exception: Supplementals

▸Report 1 FTE if staff member considered full time for position

▸Multiple positions, split FTE accordingly

⇥Example: Half time as teacher of record and half time as LEP pull-out instructor

Position Code	Position FTE
230	.50
208	.50

Staff/Course Gen Issues

▶Staff

  ⟩Attendance reporting for all staff

▶Course

  ⟩Location IRN reported on preschool course is not a valid licensed preschool IRN

  ⟩No courses reported for preschool student

  ⟩Improper student population for preschool course

Final Staff/Course Appeals

▶ Open August 12 – 22, 2019

▶ Only opportunity to appeal data that impacts report card and funding

▶ Approved data corrections due by 5:00 PM on August 26, 2019

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Graduation

Cornerstones, 1

▸Dates

    ▹Effective End Date = last day of attendance

    ▹Diploma Date = date received by student

    ▹Special Education Graduation Requirement Date = current year IEP date

▸Withdrawals

    ▹Reason = 99, 41, or 75

    ▹Summer grad = completed grad requirements over summer

    ▹Withdrawal Override = updating previously reported data

Cornerstones, 2

Assessments
- ⟩ ACT (AC)
- ⟩ Advanced Placement (AP)
- ⟩ End of Course Exam (GE)
- ⟩ Industry Credential (GW)
- ⟩ HS Alternate Assessment (GX)
- ⟩ International Baccalaureate (IB)
- ⟩ SAT (SA)
- ⟩ ACT WorkKeys (WK)

Last chance to report if not included in regular assessment collection

Extras

▶Alternative pathway program codes

▶Graduation seal program codes

▶Military Compact Graduation Alternative Count

▶OGT Graduation Alternative

Cohort Assignment

▸ Grade Level as of October 1 used for student reported in prior year

▸ Fiscal Year Began 9th Grade used for student not reported in prior year

▸ Use Grad Cohort Reports to verify first year students before close of FY19 End of Year Student Collections

  ⤳ Only opportunity to correct through EMIS reporting

(GRAD-999) Grad Issues

▶ Student (S) Collections

  ▹ GR3002 Student does not meet any pathway

▶ Graduation (G) Collection

  ▹ GR2001 Withdrawal 99 but no diploma

  ▹ GR2002 No GC records reported for student

  ▹ GR3002 Student does not meet any pathway

  ▹ GR3003 Withdrawal date after diploma date

  ▹ GR4001 Diploma but no 99 withdrawal

  ▹ GR4002 Diploma not issued by accountable district

Data Collector

Counts of DN Records Excluded Report

▶Counts within attribute group
- ⊳Incorrect District IRN
- ⊳Incorrect Attribute for Org Type
- ⊳Incorrect Collection Window

▶Reason codes appear on Excluded Records Report

Missing Report – Organization Attribute (DN)

Attribute names required to be reported by an org type in a Collection Request

⊳ Not reported or invalid

District IRN	Collection Request	Attribute Name	Organization IRN	Attribute Group Name	Required at District Level Flag	Required at ORG IRN Level Flag
123456	2019SBODE	PHYSEDNE09	072050	PhysEd Evaluation Group	N	Y
123456	2019SBODE	PHYSEDPF09	072050	PhysEd Evaluation Group	N	Y

Allowed at District Level Flag	Allowed at ORG IRN Level Flag	Attribute Text Required Flag	Attribute Date Required Flag	Attribute Number Required Flag	DN Status	Missing Reason
Y	Y	N	N	Y	Missing	Missing
Y	Y	N	N	Y	Fatal	Fatal

(WKCD-002) WKC Summary

▸Compares current year WKC data with last year by building and grade level

▸Helps identify issues

RPTING LEA IRN	SEVERITY CODE	STATE EQUIV GRADE LEVEL CODE	MAJORITY OF ATTND IRN	ORG NAME	PY STUDENT COUNTS
123456	C	IN	******	State level	0
123456	W	10	******	State Level	905
123456	I	06	000222	Hogwarts	183

PY OVERL STUDENT COUNTS	PY PERCENT OF TOTAL	CY STUDENT COUNTS	CY OVRL STUDENT COUNTS	CY PERCENT OF TOTAL	PERC CHANGE
0	0	1	1	100	100
3964	22.83	1241	3951	31.41	8.58
4146	4.41	153	4275	3.58	-0.83

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Enhancements

Messaging in Collection Requests tab
⊳ Reminders, notifications, etc.

Reports Tab Changes, 1

▶ Pre submission

⟩ Previews and Level 1s

▶ Post-Submission and Processing by ODE

⟩ Level 2s and Received Files

⟩ New Highlights and Recent

| ...ction Status | Submissions | Progress | **Reports** | Archives | Preferences |

Data Feedback Reports and Files

Pre-Submission to ODE | *Post-Submission and Processing by ODE*

Data Preview/Review and Level 1 Details | Highlights and Recent | Level 2 Details | Received Files Details

Reports Tab Changes, 2

▶Help links

▶Category filter by user

▶Ten reports per page in Timestamp order

Show/Hide Category:			
☑ Archives	☑ Building	☑ Graduation	☑ Person
☑ Tuition	☑ Unknown		

Deselect All Categories

Report or File Name	Category	Count or Size	Timestamp	Help Page
ⓘ Last Collection Flat Files	Archives	1 kb	02/07/19 14:15	Help ...
ⓘ Level 2 Reports	Archives	3 kb	01/17/19 14:04	Help ...
ⓘ Cohort-EOC-Asmnt-Detail (for 2018 run on 03/10/2018)	Graduation	1 kb	12/20/18 13:45	Help ...
ⓘ Cohort-EOC-Asmnt-Detail (for 2018 run on 03/22/2018)	Graduation	1 kb	12/20/18 13:45	Help ...
ⓘ Cohort-EOC-Asmnt-Detail (for 2018 run on 03/23/2018)	Graduation	1 kb	12/20/18 13:45	Help ...
ⓘ Cohort-EOC-Asmnt-Detail (for 2018 run on 04/18/2018)	Graduation	25 kb	12/20/18 13:45	Help ...
ⓘ Cohort-EOC-Asmnt-Detail (for 2018 run on 02/29/2020)	Graduation	1 kb	12/20/18 13:45	Help ...
ⓘ Cohort-EOC-Asmnt-Detail (for 2018 run on 02/29/2040)	Graduation	1 kb	12/20/18 13:45	Help ...
ⓘ Cohort-EOC-Asmnt-Detail (for 2019 run on 04/18/2018)	Graduation	25 kb	12/20/18 13:45	Help ...
ⓘ Cohort-EOC-Asmnt-Detail (for 2019 run on 03/28/2019)	Graduation	1 kb	12/20/18 13:45	Help ...

Page 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10   Items per Page: 10

Filter Options

School Year: All	Category: All	Report or File Name includes:

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Archives Tab

▸Submissions moving to Submission tab

▸Archives moving from Files to Archives tab

▸New auto generate feature

Manage Archives

To view prior submissions or previews archives, choose the appropriate filter options below and click on the List Archives link. Click on an archive file to download it.
For deleted Collection Requests you may be able to find the archived submissions and previews using the Files tab.

Filter Options

| **Collection Request:** | FY19-D-March Flwup ▾ | | **Data Set:** | All ▾ | | **School Year:** | All ▾ | | **Last Activity Within:** | All ▾ |

☐ Show closed collections

Archive Type: Submissions Only ▾   ☐ Combine all archived files into a single .zip file per Collection Request

List Archives | Restore Defaults

Archive File Name	**Collection Request**	**Type**	**Submission**	**Version**	**Date Archived**	**File Size**
☐ Submission_2019D0000_2.zip	FY19-D-March Flwup (2019D0000)	Submission	1.4	2	January 10, 2019	(959 bytes)
☐ Submission_2019D0000_3.zip	FY19-D-March Flwup (2019D0000)	Submission	2.3	3	February 28, 2019	(959 bytes)

Select All | Select None | Delete Selected

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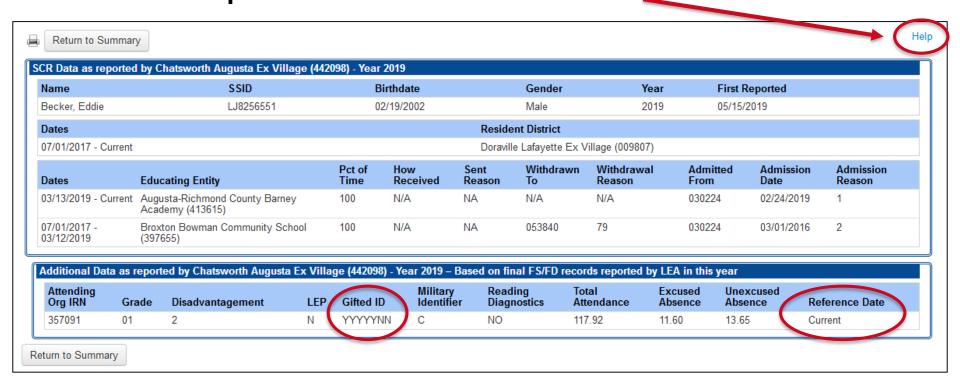
ODDEX

CCP Data Reviews

▶ Closeout of FY2016 – 2018 courses and agreements

▶ Last chance for colleges to update

▶ Districts will be able to flag and escalate

▶ New reports

  ⇾ You are paying but not reporting

  ⇾ Flags and escalations

  ⇾ Payment by SSID

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Records/Single Student Updates

‣New help links available at module level

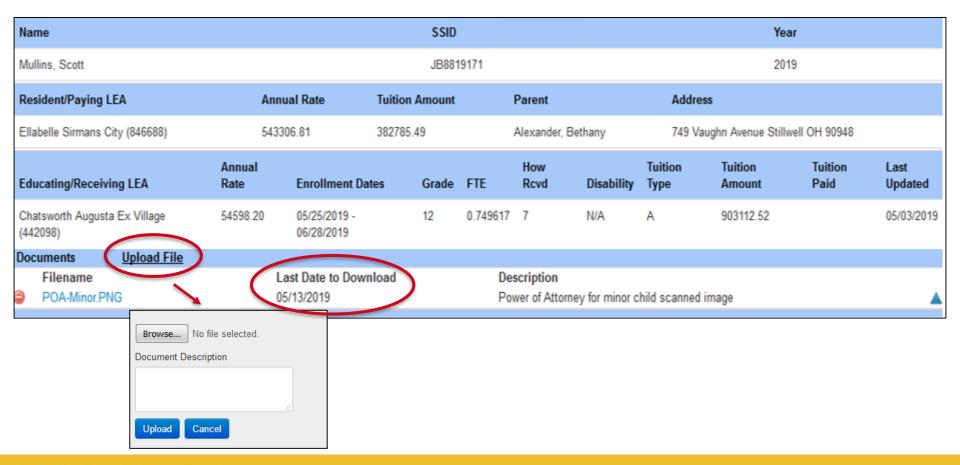‣Additional elements from Student (S) Collections in separate table

Document Upload in Tuition

▸Educating district uploads

▸Available for a limited time

Name		SSID					Year				
Mullins, Scott		JB8819171					2019				

Resident/Paying LEA		Annual Rate		Tuition Amount		Parent		Address			
Ellabelle Sirmans City (846688)		543306.81		382785.49		Alexander, Bethany		749 Vaughn Avenue Stillwell OH 90948			

Educating/Receiving LEA	Annual Rate	Enrollment Dates	Grade	FTE	How Rcvd	Disability	Tuition Type	Tuition Amount	Tuition Paid	Last Updated
Chatsworth Augusta Ex Village (442098)	54598.20	05/25/2019 - 06/28/2019	12	0.749617	7	N/A	A	903112.52		05/03/2019

Documents   **Upload File**

Filename	Last Date to Download	Description
POA-Minor.PNG	05/13/2019	Power of Attorney for minor child scanned image

Browse... No file selected.

Document Description

[Upload] [Cancel]

Other

Student Gen Issues, 1

▶ Attendance

- ▸ Rate changes and percentages
- ▸ 25% or more students notified of excessive absences
- ▸ District or building with 0 attendance hours
- ▸ Total hours of attendance not equal to days in session

▶ Proficiency Rates

- ▸ 0% rate in Reading and Math

Student Gen Issues, 2

‣Discipline

   ‣0 discipline reasons and types reported

   ‣50% change in discipline types reported from previous year

   ‣Number of expulsions is greater than 3 per 100 students enrolled

‣Participation Rates

   ‣Low AMO participation rate in ELA and Math

Additional Appeals

▸ FY19 Student

  ⤷ Open July 18 – 26, 2019

  ⤷ Only opportunity to appeal your own data

  ⤷ Approved data corrections due by 5:00 PM on July 31, 2019

▸ FY19 Final Calendar

  ⤷ Open August 12 – 22, 2019

  ⤷ Only opportunity to appeal data impacting report and funding

  ⤷ Approved data corrections due by 5:00 PM on August 26, 2019

Conversion to OH|ID from SAFE

▸Went into effect May 13, except ODDEX

▸ODDEX

▸EdConnections

Resources

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EMIS Manual, 1

▶ 2.4 Student Standing (FS) Record

▶ 2.5 Student Attributes – Effective Date (FD) Record

▶ 2.6 Student Attributes – No Date (FN) Record

▶ 2.8 Student Assessment (FA) Record

▶ 2.9 Student Program (GQ) Record

▶ 2.10 Student Gifted Education (GG) Record

▶ 2.14 Student Special Education Graduation Requirement (FE) Record

▶ 2.15 Student Graduation - Core Summary (GC) Record

▶ 2.17 Student Withdrawal Override (FC) Record

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EMIS Manual, 2

▸ 3.3 Staff Demographic (CI) Record

▸ 3.4 Staff Employment (CK) Record

▸ 3.7 Staff Summer Employment Separation (CL) Record

▸ 5.3 Organization-General Information (DN) Record

ODE Home > Topics > EMIS > Documentation > EMIS Manual

Report Explanations

▶Assessment Missing Reports

▶(GNIS-xxx) General Issues Report

▶(WKCD-002) Where Kids Count Summary

ODE Home > Topics > EMIS > Documentation > EMIS Validation and Report Explanations

Other Resources, 1

▶ Approved Gifted Assessments

> ⬩ https://education.ohio.gov/getattachment/Topics/Common-Application-for-Requests-for-Qualifications/2017-2018-Chart-of-Approved-Gifted-Assessments.pdf.aspx?lang=en-US

▶ EdConnection

> ⬩ Keywords: "EdConnection"
> ⬩ ODE Home > Media > EdConnection

▶ Graduation Requirements

> ⬩ Keywords: "Graduation Requirements"
> ⬩ ODE Home > Topics > Graduation Requirements

Other Resources, 2

▶ OAEP Presentations

⊳ https://www.oaep.net/page/MondayHandouts

⊳ https://www.oaep.net/page/TuesdayHandouts

▶ ODDEX Help

⊳ https://wiki.ssdt-ohio.org/pages/viewpage.action?pageId=21135503

Other Resources,

▶ TGRG Guidance Manual
  ▹ Keywords: "TGRG"
  ▹ ODE Home > Topics > Learning in Ohio > Literacy > Third Grade Reading Guarantee

▶ Tuition Manual 2019
  ▹ Keywords: "Tuition"
  ▹ ODE Home > Topics > Ohio's School Options > Public Schools > Forms and Program Information for Traditional Public Schools

Appeals

Office of Data Quality

⟩ dataquality@education.ohio.gov

⟩ (614) 466-7144

Questions?

education.ohio.gov

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