



Georgia Department of Education

Richard Woods, Georgia's School Superintendent  
"Educating Georgia's Future"

# FY 2017 Data Conference

## STUDENT RECORD UPDATE



*From Data Cleansing to Sign Off*

Presented By Betty Rickicki

# 2017 **STUDENT** Record Update

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- Student Record Overview**
- Data Cleansing**
- Timelines & Deadlines**
- What's NEW* - Student Record Changes**
- Review of Special Ed Event Rejection Process**
- Student Record Reminders**
- Manual Error Relief**

# STUDENT Record Overview

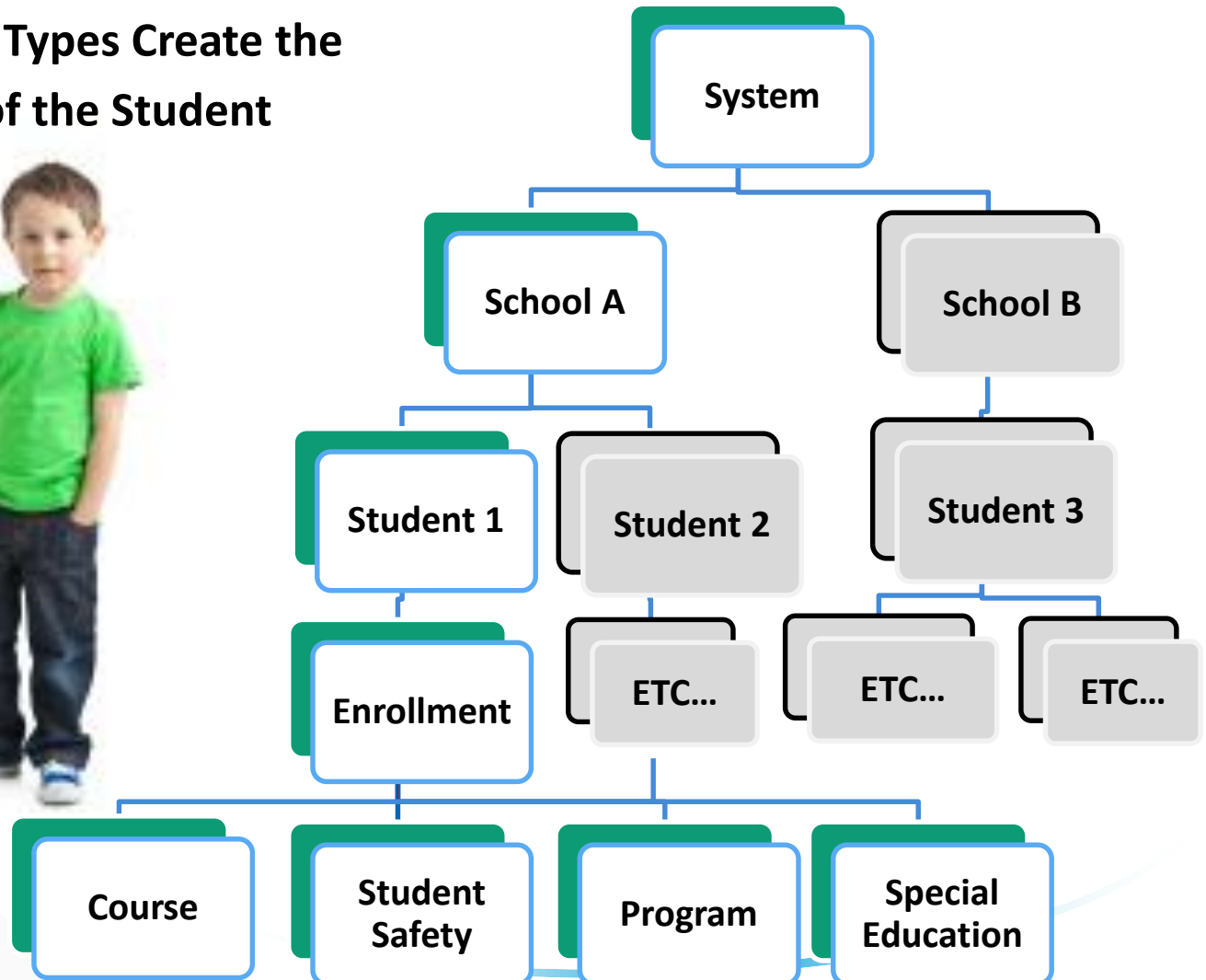
Student Record provides a year-end, cumulative record of student program participation and various activities for the fiscal year.

## Data reported in Student Record:

1. Used in the **SLDS** - *historical data*
2. Included in the **CCRPI** determination process
3. Appears on the **state report card**
4. Sent to the US DOE for federal reporting
5. Used for **program monitoring**
6. Subject to **open records** requests
7. Cumulative data for **public consumption**

# STUDENT Record Overview

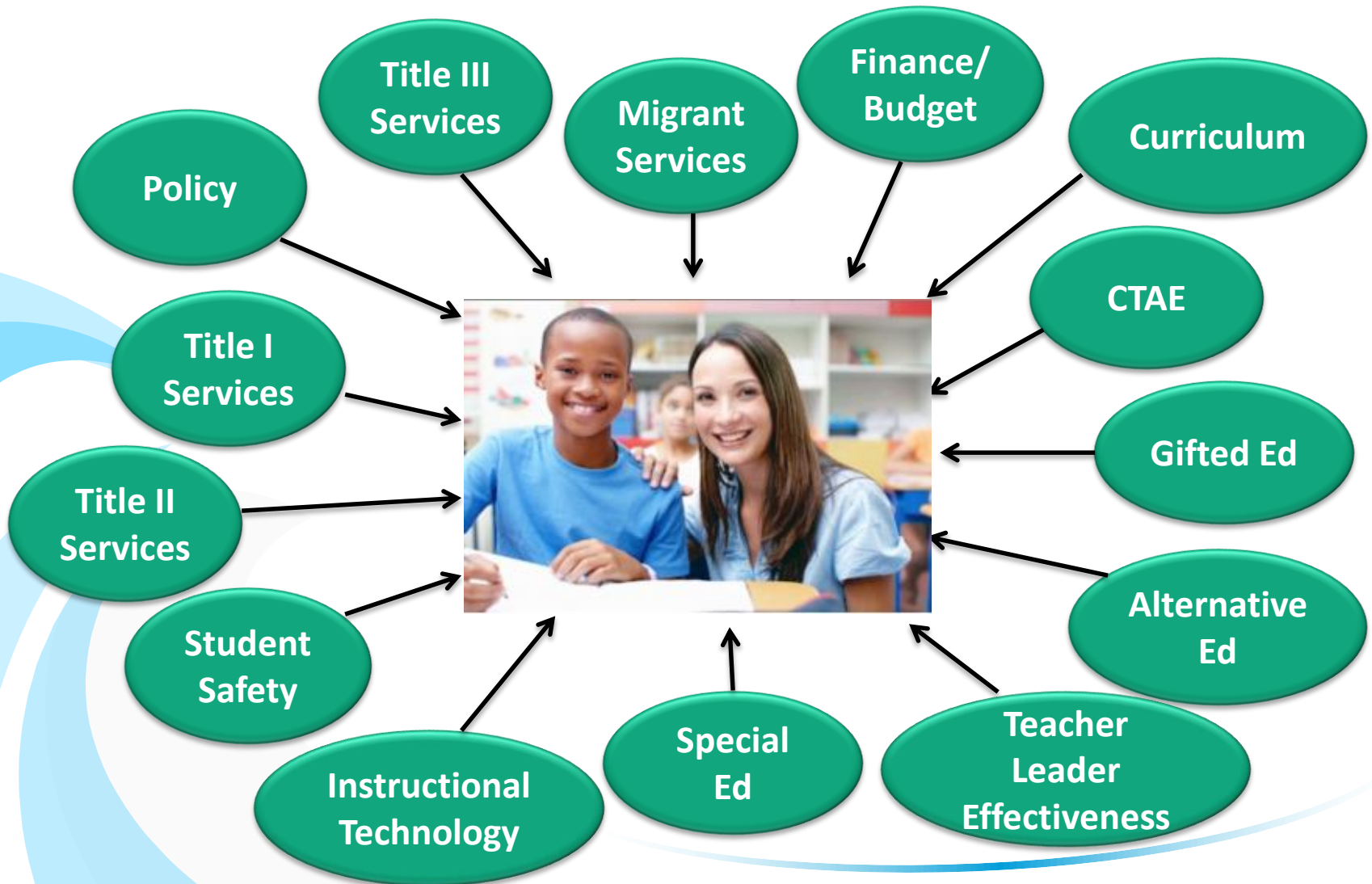
**Eight** Record Types Create the  
“View” of the Student



## Removed:

- Address Record
- System Course Record

# Program Areas Affect **STUDENT** Record...



# Upload Early For “Data Cleansing”!

Uses FY2016 Layouts and Edits

*September 08, 2016 to December 16, 2016*



2016				2017
SEP	OCT	NOV	DEC	JAN
<ul style="list-style-type: none"><li>✓ Test run of your extracts</li><li>✓ <b>START WITH : Valid Value Checks</b></li><li>✓ Follow Up on Last Year’s Students</li><li>✓ Identify Incomplete Program Data (Special Ed, Gifted, ESOL, Migrant, etc).</li><li>✓ Provide Reports to School-level Staff for Timely Corrections</li><li>✓ Resolving Duplicates</li><li>✓ <b>Reduces errors in FTE</b></li></ul>				

**Now is the time to start your contacts with Program Area personnel!**

# Upload Planning

## An Opportunity to Get a Head Start!

Edits to be removed for FY2017 will be de-activated for this period!

2016 Data Cleansing Period			
SEP	OCT	NOV	DEC
<i>Start Error Reports to Schools and Program Managers</i>	<i>Report Reviews at School Level</i>	<i>Continue Corrections in Local SIS System</i>	<i>Continue Corrections in local SIS system</i>
 <b>Duplicate and Error Removal</b> 			
<i>Find data problems early before FTE</i>	FTE - Cycle 1 CPI - Cycle 1	Pre-ID Private Schools FRL	



**Have you lost Special Ed events recovered during Data Cleanse when the new version of Student Record starts in February?**

# STUDENT RECORD



FY2017 Version  
February





# STUDENT RECORD FY 2017 Deadlines



RECORD TYPE	DUE DATE FOR INITIAL UPLOAD
Student	Wednesday, February 15, 2017
Enrollment	Wednesday, February 15, 2017
Special Education	Tuesday, February 21, 2017
Student Safety	Tuesday, April 4, 2017
Course	Friday, April 7, 2017
Program	Friday, April 21, 2017
System	Wednesday, April 26, 2017
School	Wednesday, April 26, 2017

- The deadline for **resolving duplicate** records of students with the same GTID reported active in more than one school is **Wednesday April 5, 2017**.
- Sign Off Deadline** is Thursday, June 15, 2017.

# Upload Planning

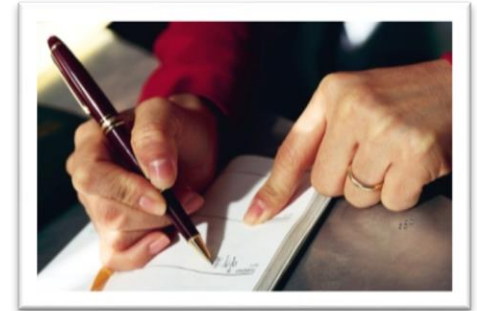
## Meeting Initial Upload Deadlines...

- ❑ Student Record will NOT be available in January.
- ❑ Starting in February, extracts must use the FY2017 layouts.

FEB 2017	MAR	APR	MAY	JUN
<u>Initial Uploads</u>  <b>STUDENT ENROLLMENT SPECIAL ED</b>	<u>Initial Uploads</u>  <u>(FTE)</u>	<u>Initial Uploads</u>  <b>COURSE PROGRAM SAFETY SYSTEM SCHOOL</b>	<b>End of School Year Updates / Course Grades</b>	<b>REPORT REVIEWS &amp; SIGNOFF</b>
<i>Start Error Reports to Schools</i>	<i>Reports to Special Ed Director</i>	<i>Continue Corrections in Local SIS System</i>	<i>Continue Corrections in Local SIS System</i>	<i>Review reports <b><u>BEFORE</u></b> <i>signoff</i></i>
<i>Start Reports to <b>Program Managers</b></i>	FTE - Cycle 3 CPI - Cycle 2			SIGN OFF by Superintendent



# Plan Your Calendar



## Deadlines are important!

- ✓ **Please make the Initial Transmission deadline**
- ✓ **Let us know early if you are having local system problems**
- ✓ **Build in time to handle the unexpected**
- ✓ **Build in time to review data and reports**

# Student Record Data

*Layout Changes  
What they look like for FY2017...*



# SYSTEM Level Record

*FY2017 Layout Changes*

SYSTEM

## A01 Record

**No Changes**

- PSYCHOLOGICAL SERVICES
- PRIVATE EL STUDENTS
- PRIVATE IMMIGRANT STUDENTS

- TITLE I PRIVATE SCHOOL—  
students served per grade level
- TITLE I SCHOOL FOR NEGLECTED —  
students served per age

SYSTEM

## A02 Record

**No Changes**

### SCHOOL Level Record Layout (B01) – Title I, Title III, Free/Reduced Status, and Unsafe Schools

SCHOOL

#### **B01 Record**




#### **Element Removed**

- ✓ SOCIAL WORK SERVICES/INTERVENTIONS:  
Mediation Sessions




#### **NEW**

- ✓ Six new data elements
- ✓ Multiple name and definitions changes

### NEW SW CONSULTS

Element	Description
 SOCIAL WORK CASES/CONSULTS: <b>Suicide Referrals</b>	Total number of referrals received for children exhibiting signs of suicidal ideation.
 SOCIAL WORK CASES/CONSULTS: <b>Homeless Services</b>	Total number of cases involving homeless students and families handled by social workers this school year.
 SOCIAL WORK CASES/CONSULTS: <b>Special Programs</b>	Number of assemblies, lunch and learn, parent night presentations, etc., where the social worker facilitated a presentation. This should reflect the number of programs, not the number of participants.

### NEW SW INTERVENTIONS

Element	Description
 <p data-bbox="59 505 546 648">SOCIAL WORK SERVICES/INTERVENTIONS: <b>Group Interventions</b></p>	<p data-bbox="687 525 1746 616">Total Number of Groups led or co led by Social Workers this year, e.g. conflict resolution, self-esteem, grief, etc.</p>
 <p data-bbox="59 779 546 922">SOCIAL WORK SERVICES/INTERVENTIONS: <b>Crisis Interventions</b></p>	<p data-bbox="687 799 1804 942">Total number of Single contacts in person, by phone, or mail involving life-threatening issues with students or staff (suicide, homicide, other death or traumatic event).</p>
 <p data-bbox="59 1052 546 1195">SOCIAL WORK SERVICES/INTERVENTIONS: <b>Agency Visits</b></p>	<p data-bbox="687 1072 1827 1266">Total number of trips made by social workers this school year to agencies to impact, or gather information, e.g. juvenile court, DFCS, MDT, or other agency visits on behalf of students and/or families.</p>



### CHANGES IN SOCIAL WORK NAMES & DEFINITIONS

ELEMENT	DESCRIPTION
<b>SOCIAL WORK SERVICES/INTERVENTIONS: Conferences with Parents or Guardians</b> Families	Total Number of <u>Direct</u> Single Contacts in person, by phone, or mail with Parent or <u>Guardian</u> by Social Workers this year. <u>Excludes</u> parent nights, PTO presentations, etc.
<b>SOCIAL WORK SERVICES/INTERVENTIONS: Consults</b> <del>conferences</del> with School Staff	Total Number of <u>Student/Family</u> Related contacts in person, by phone, or mail with school staff by Social Workers this year. <u>Excludes</u> faculty presentations, Lunch and Learns, etc.
<b>SOCIAL WORK SERVICES/INTERVENTIONS: Consults with Agencies</b> Community Agency Consultations/Referrals/Crisis Interventions	Total number of agency consultations in order to improve student/family outcomes. <del>Total number of single contacts in person, by phone or mail involving life threatening issues with student or staff (suicide, homicide, other death or traumatic event).</del>
<b>SOCIAL WORK CASES/CONSULTS: Special Education</b>	Total number of <del>interventions</del> <b>cases</b> involving special Education students handled by social workers this school year.

### CHANGES IN SOCIAL WORK NAMES & DEFINITIONS

ELEMENT	DESCRIPTION
<b>SOCIAL WORK REFERRALS/CONTACTS:</b> <b>Department of Family and Children Services (DFCS)</b>	<p>Total number of <u>reports made by the SSW</u> to the Department of Family and Child Services this school year.</p> <p><del>Total number of referrals to/contacts with the Department of Family and Child Services made by Social workers this school year.</del></p>
<b>SOCIAL WORK REFERRALS/CONTACTS:</b> <b>Juvenile and Other Court</b>	<p>Total number of <u>complaints/petitions filed by the SSW</u> this school year to juvenile, state, and other courts.</p> <p><del>Total number of referrals to/contacts with Juvenile, State and other Courts made by Social workers this school year.</del></p>
<b>SOCIAL WORK REFERRALS/CONTACTS:</b> <b>Mental Health Services</b>	<p>Total number of <u>direct referrals made by the SSW</u> to mental health agencies this school year.</p> <p><del>Total number of referrals to/contacts with mental health agencies made by Social workers this school year.</del></p>
<b>SOCIAL WORK REFERRALS/CONTACTS:</b> <b>Health Services</b>	<p>Total number of <u>direct referrals</u> to health agencies or physicians other than mental health made by Social workers this school year.</p> <p><del>Total number of referrals to/contacts with health agencies or physicians other than mental health made by Social workers this school year.</del></p>
<b>SOCIAL WORK REFERRALS/CONTACTS:</b> <b>Community Agencies</b>	<p>Total number of <u>direct referrals</u> made by the SSW to Community Agencies other than DFACS, Courts, Mental Health or Health Providers this school year.</p> <p><del>Total number of referrals to/contacts with community agencies other than DFACS, Courts, Mental Health or Health Providers this school year.</del></p>

STUDENT

### C01 Record

#### Elements Removed

- ✓ STUDENT ID

#### NEW

- ✓ Five new data Elements
- ✓ Some Data Updates

If STUDENT ID is  
in an extract, it will  
not be loaded.

# STUDENT Level Record

## *FY2017 Layout Changes*

### ❑ PLACE OF BIRTH

**E343 - PLACE OF BIRTH must be one of the valid codes**

0010 – 2460, **9901, 9910, 9920**, or 9999. Blanks are not allowed.

9901 Aland Islands , 9910 Serbia and Montenegro , 9920 Timor-Leste

### ❑ GRADUATION PROGRAM OF STUDY

**E321 - Must equal one of the following codes:**

**"I"** - **International Skills Seal (Grade 12 only)**

**"L"** – **Bi-Literacy Seal (Grade 12 only)**

**"S"** – **SB2-MOWR (Grades 09-12)**

**"1"** – Both **International Skills** & **Bi-Literacy Seals**

**"2"** – Both **Bi-Literacy Seal** & **SB2-MOWR**

**"3"** – **International Skills** & **SB2-MOWR**

**"4"** – **International Skills** & **Bi-Literacy Seals** & **SB2- MOWR**

Blank – N/A

**E3211** - If GRADUATION PROGRAM OF STUDY = "I", "1", "3", or "4", GRADE LEVEL must = 12.

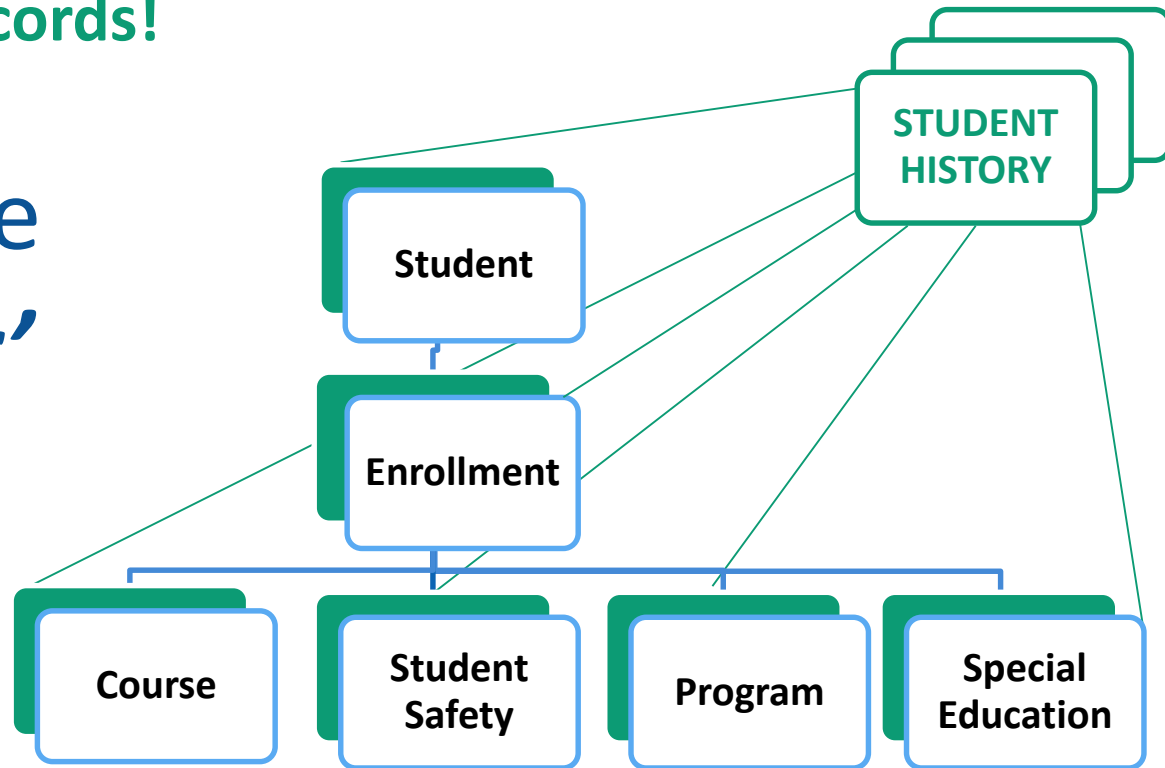
**E3212** - If GRADUATION PROGRAM OF STUDY = "L", "S", or "2", GRADE LEVEL must be '09' – '12'.

# MAJOR CHANGE IN FY2017

**STUDENT ID is REMOVED**

**From all student records!**



**GTID** Is the  
*'Connector'*  
To  
**Student  
History**






- **STUDENT ID will remain in GUIDE.**
- **Some previous STUDENT ID edits have moved to GTID in the Student Record layouts.**

# STUDENT Level Record

## FY2017 Layout Changes

<b>PRIMARY LANGUAGE</b>	<b>E2159</b> A PRIMARY LANGUAGE is required when the PLACE OF BIRTH code is not for the United States.
<b>TITLE III SERVED</b>	 <b>E2163</b> -Must equal one of the following codes: "Y" - Yes, student served with Title III supplemental funds this year. "N" - No, student not served with Title III supplemental funds this year. <b>E2164</b> – TITLE III SERVED must be 'Y' or 'N' when ESOL = 'Y'.
<b>DUAL LANGUAGE IMMERSION (DLI)</b>	 <b>E2161</b> - Must equal one of the following codes: "Y" - Yes, student participating in a DUAL LANGUAGE IMMERSION (DLI) program. "N" - No, student not participating in a DLI program. <b>E2162</b> - DUAL LANGUAGE IMMERSION (DLI) must = 'Y' when IMMERSION LANGUAGE is reported in a COURSE record.

**BI-LITERACY** - Indicates the language learned for the GRADUATION PROGRAM OF STUDY **Bi-Literacy Language Seal** (Student Level).

 <p><b>BI-LIT LANGUAGE 1</b></p>	<p><b>E2170</b> – Invalid code for BI-LIT LANGUAGE 1. See Data Element Detail Appendix for language codes.</p> <p><b>E2171</b> – BI-LIT LANGUAGE 2 or BI-LIT LANGUAGE 3.</p> <p><b>E2172</b> - BI-LIT LANGUAGE 1 cannot be blank when BI-LIT LANGUAGE 2 or BI-LIT LANGUAGE 3 report a language.</p> <p><b>E2173</b> – BI-LIT LANGUAGE 1 is restricted to Grade 12 students only.</p>
 <p><b>BI-LIT LANGUAGE 2</b></p>	<p><b>E2174</b> – Invalid code for BI-LIT LANGUAGE 2. See Data Element Detail Appendix for language codes.</p> <p><b>E2175</b> – BI-LIT LANGUAGE 2 cannot be the same as for BI-LIT LANGUAGE 1 or BI-LIT LANGUAGE 3.</p> <p><b>E2176</b> - BI-LIT LANGUAGE 2 cannot be blank when BI-LIT LANGUAGE 3 is reported.</p> <p><b>E2177</b> - BI-LIT LANGUAGE 2 is restricted to Grade 12 students only.</p>
 <p><b>BI-LIT LANGUAGE 3</b></p>	<p><b>E2178</b> – Invalid code for BI-LIT LANGUAGE 3. See Data Element Detail Appendix for language codes.</p> <p><b>E2179</b> – BI-LIT LANGUAGE 3 cannot be the same as BI-LIT LANGUAGE 1 or BI-LIT LANGUAGE 2.</p> <p><b>E2180</b> - BI-LIT LANGUAGE 3 is restricted to Grade 12 students only.</p>

ENROLLMENT

## C01 Record

### **Elements Removed**

✓ **STUDENT ID**

- **No New Elements**
- **Some Data Updates**



# ENROLLMENT Level Record

*FY2017 Layout Changes*

## WITHDRAWAL CODE

### Transfers to public schools:

“T” - Transferred to another public school system in Georgia

(does not include DJJ)

“V” - Advanced to another school in the system

“W” - Transferred to another school in the system

“Y” - SB10 Transfer to State Schools

“1” - SB10 Transfer to Public School

“2” - School Choice

“3” – USCO (unsafe school)

“4” - Transferred under jurisdiction of Department of Juvenile Justice (DJJ)

E2567 - Student reported with a WITHDRAWAL CODE for a transfer to a public school (T, V, W, Y, 1, 2, 3, 4), but the **GTID** is not reported at any other school in the system or any other system in the State.

E875 - WITHDRAWAL CODE '5' (not subject to compulsory school attendance) is only valid for students in GRADE LEVEL = 'PK' and 'KK'.

# ENROLLMENT Level Record

*FY2017 Layout Changes*

<b>TOTAL DAYS ABSENT</b>	 <b>E1701</b> – <b>TOTAL DAYS ABSENT</b> is zero for all students in this <b>GRADE LEVEL</b> for the reported school.
<b>UNEXCUSED DAYS ABSENT</b>	 <b>E1716</b> - <b>UNEXCUSED DAYS ABSENT</b> = '0' for all students for this school.  <b>E1725</b> - <b>UNEXCUSED DAYS ABSENT</b> = <b>TOTAL DAYS ABSENT</b> for at least 75% of the students for this school.

COURSE

## Dnn Record

### Elements Removed

✓ STUDENT ID

- No New Elements
- Some Data Updates

# COURSE Level Record

*FY2017 Layout Changes*

Element	Description
<b>IMMERSION LANGUAGE</b>	Identifies the language being taught to the student for the <b>DUAL LANGUAGE IMMERSION (DLI)</b> course.

**E216** - Must equal one of the language codes specified in the Data Element Detail. See Data Element Detail appendix for valid values. (Language list is the same for Primary Language)

**E9122** - **DUAL LANGUAGE IMMERSION** = 'Y', **IMMERSION LANGUAGE** must be reported for at least one course.

**E9123** - **IMMERSION LANGUAGE** must be blank when **DUAL LANGUAGE IMMERSION** = 'N'.

# COURSE Level Record

## FY2017 Layout Changes

<b>COURSE NUMBER</b>	<b>E904:</b> One or more PROGRAM CODE = '6' or '7' was reported for this student in FTE, at least one MOWR COURSE NUMBER should be reported for this student in Student Record.
<b>MARKING PERIOD</b>	<b>E9117</b> - The <b>MARKING PERIOD</b> reported for the course was not reported in the FTE Data Survey.
<b>COURSE TEACHER CODE</b>	<b>E194</b> - <b>COURSE TEACHER CODE</b> = '444444444' is only valid when <b>CREDIT RECOVERY</b> = 'Y', or <b>CREDIT IN LIEU OF COURSE</b> = 'Y', or <b>ONLINE COURSE</b> = 'Y', or <b>COURSE NUMBER</b> has a '3' in the fifth digit after the decimal.

**GA411 website - Searching and verifying MOWR Course Numbers:**  
[https://apps.gsfc.org/secure/dsp\\_accel\\_course\\_listings.cfm](https://apps.gsfc.org/secure/dsp_accel_course_listings.cfm)

# COURSE Level Record

## FY2017 Layout Changes

Element	Description
<b>ONLINE COURSE</b>	<p><b>E204</b> - <b>ONLINE COURSE = 'Y'</b>. <b>COURSE TEACHER CODE</b> must be all 3's, 4's, or the CPI Teacher CODE.</p> <p><b>E5063</b> – If the course number is XX.3 then <b>ONLINE COURSE</b> must equal 'Y'.</p>
<b>ESOL DELIVERY MODEL</b>	<p><b>E9002</b> - <b>COURSE NUMBER</b> 55.xxxxxxx was reported, an <b>ESOL DELIVERY MODEL</b> is required.</p> <p><b>E5024</b> - An <b>ADDITIONAL TEACHER CODE</b> is required when <b>ESOL DELIVERY MODEL = '2'</b> (Push-In).</p>
<b>GIFTED DELIVERY MODEL</b>	<p><b>E3027</b> - The first digit after the decimal is '2'. A <b>GIFTED DELIVERY MODEL</b> is required.</p>

# STUDENT SAFETY Level Record

*FY2017 Layout Changes*

SAFETY

## Ennn Record

### Elements Removed

✓ STUDENT ID

- No New Elements
- One clarification

# STUDENT SAFETY Level Record

*FY2017 Layout Changes*

*Revision of Description:*

## **ACTION CODE - DETENTION**

**ACTION CODE '02'** - Detention should only be reported when it is for two days or the equivalent hours (e.g. Saturday school should be reported if a single Saturday school detention is equivalent to two regular day detention periods.). Two detention days do not have to be consecutive.

~~Detention should only be reported when 2 or more consecutive days.~~



PROGRAM

## Knn Record

### Elements Removed

✓ STUDENT ID

- No New Elements
- Some Data Changes

# PROGRAM Level Record

*FY2017Layout Changes*

<b>SESSIONS ATTENDED</b>	<b>E3081 – PROGRAM TYPE = '05', SESSIONS ATTENDED must be a number in the range of <b>1</b> to 225.</b>
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Minor modification to prohibit zero sessions for Flexible Learning Program (FLP).

SPECIAL ED

## Gnn Record

### Elements Removed

✓ STUDENT ID

- No New Elements
- No Updates

# STUDENT Record

## Key Points to Remember





# FTE and Special Ed Status

***Service Plan students (not public School) should NOT be reported in Student Record.***

- These students are reported only in FTE-1 for Special Ed's *Child Count*.
- They are reported with **ALL IEP** = '**S**' or '**N**' (Service Plan)
  - Exception: If student changes status during the year and was subsequently enrolled in public school, the student is reported

**ALL IEP in FTE:**

Valid codes are:

'Y' = Yes

'N' = No

'S' = Service Plan

BLANK (General education students)



# STUDENT Record Reminders

## Cross Checks with FTE

- ❑ Students reported active in FTE 1 or FTE 3 will be expected in SR as active or withdrawn.
  
- ❑ Students reported in FTE 1 or FTE 3 with program codes for the following program areas will have edits in Student Record:
  - ❑ **Gifted Education** – Edit checks for Gifted Service Code, GDM, Content Area of Curriculum
  - ❑ **Remedial Ed** – Edit checks REP Subject Code for content area and XX.1 course number
  - ❑ **Early Intervention** – Edit checks for EIP Subject Code for content area
  - ❑ **Dual Enrollment** – Edit checks for dual enrollment course record
  - ❑ **Special Education** – Edit checks primary area



# TITLE 1

## SCHOOL- WIDE VS. TARGETTED

*IF the school has a Title I School-wide program, code all instructional and support services 'N'.*

### SCHOOL Level Record

#### TITLE I SCHOOL CODE

- '1' Targeted Assistance Title I Program
- '2' School-wide Title I Program
- '9' No Title I program exists in the school



### STUDENT Level Record

If **NOT School-Wide**, each student being served in any or all of these areas must be flagged individually. (Y/N)

Reading/English Language Arts

Mathematics

Science

Social Studies

Guidance/Counseling/ Social Work

Pupil Transportation

Job Preparation

High School Equivalency/GED

Health/Dental

Nutrition





# STUDENT Record Reminders

## Title I Participation Codes

- In a school with a targeted assistance program, count only those students identified as Title I.
- Title I only serves students in the core academic classes: English/LA, reading, mathematics, social studies, and science.
  - No CTAE Courses





# FREE OR REDUCED PRICE MEAL ELIGIBILITY *SCHOOL- WIDE VS. PER STUDENT*

## SCHOOL Level Record

### FREE OR REDUCED PRICE MEAL ELIGIBILITY - SPECIAL PROVISION

= “Y” (Provision II – all students)

OR

= “C” the Community Eligibility Provision (CEP)



## STUDENT Level Record

If **NOT School-Wide**, then all students in the school must be coded on the Student level record for free or reduced-price meal eligibility at the individual student level.



Code	Description
F	Student was determined eligible for the Free meal program.
R	Student was determined eligible for the reduced-price meal program.
N	Student was determined not eligible for Free or Reduced-price meal program during the school year.
Blank	Student at special assistance school and not flagged



# STUDENT Level Records



## ACTIVE MILITARY

**ACTIVE MILITARY** indicates whether the **student has a parent or guardian who is on active duty at any point during the school year** in US Armed Forces, including the National Guard or Reserve Forces.

**ACTIVE MILITARY** must equal:

**'Y'** (Parent or guardian is on active duty in U.S. Armed Forces, including the National Guard or Reserve)

**OR**

**'N'** (Parent or guardian is NOT serving in the military).

**If blank, ACTIVE MILITARY will default to 'N'.**

*"Active duty" means full-time duty status in the active uniformed service of the United States, including members of the National Guard and Reserve on active duty orders pursuant to 10 U.S.C. Sections 1209 and 1211.*



# STUDENT – Grade-Related Data Elements

GRADE(S)	DATA ELEMENT	CCRPI Indicator
01-05	Career Awareness Lessons (number)	Yes
05	Career Portfolio (completed - Y/N)	Yes
06-08	Career Interest Inventories (number)	Yes
08	Individual Graduation Plan (completed - Y/N)	Yes
09-12	CCAЕ*	n/a
09-12	CTI**	n/a
09-12	Capstone Project	Yes

\* CCAЕ = Coordinated Career Academic Education / *Project Success*

\*\* CTI = Career Technical Instruction / Special Education Students Only



# STUDENT / Course – English Learner (EL)

## COURSE RECORD

## STUDENT RECORD

EL = Y

ESOL = Y

ESOL = N

If **ESOL = Y** then ESOL Delivery Model is required for (grades 1-12) in at least one Course record.

### ESOL Delivery Models:

- '1' - Pull-Out (PO)
- '2' - Push-In (PI)
- '3' - Cluster Center (CC)
- '4' - Resource Center (RC)
- '5' - Scheduled Language Acquisition
- '6' - Approved Innovative Model
- '8' - Sheltered Content

### Non-ESOL

- 01 Parent refusal - indirectly served
- 02 Language support provided in special education
- 03 Language support by non-ESOL endorsed/certified teacher
- 04 Language support via a non-state approved model
- 05 No language support



# English Learner



## Edits check status for *reasonable* progression

- **E209:** EL = 'Y' in prior FISCAL YEAR and EL = 'M' this FISCAL YEAR, then EL MONITOR YEAR must = '1'.
- **E2089:** EL MONITOR YEAR = '2' in prior FISCAL YEAR, then EL must = 'F' this FISCAL YEAR.
- **E2008:** EL = 'Y' last FISCAL YEAR. EL must be 'Y' or 'M' this FISCAL YEAR.
- **E218 :** If EL = 'M' and last school year's EL MONITOR YEAR = 1, then EL MONITOR YEAR must = '2'.



# STUDENT Record Reminder

## Course Record Teacher IDs

TEACHER ID	TYPE OF INSTRUCTION	RELATED ERROR	COMMENTS
000000000			
111111111		E9109	Invalid – Not Relievable
222222222			
333333333	xx.3 Distance Learning	E908	Teacher ID all 3's, must <b>be Distance Learning</b>
444444444		E909	All 4's used in cases where: 1) online course with <b>no teacher</b> ; or 2) awarding <b>credit in lieu</b> of course; 3) <b>credit recovery</b> .; 4) <b>testing out</b> of course that is not Credit in Lieu of Course. <i>Where a short-term substitute - use the Administrator's ID, <u>not</u> all 4's.</i>
555555555	xx.0 3 <sup>rd</sup> Party -No SSN available	E555	May be relievable - when contract employee is delivering instruction for remedial, gifted, special ed, or vocational.  <b>COURSE TEACHER ID = '555555555', COURSE NUMBER</b> should have "0" (xx.0xxxxxx) as the first digit after the decimal.
666666666		E9109	Invalid – Not Relievable
777777777			
888888888	Any type of instruction		Where course is a transfer from <b>out-of state</b>
999999999	Any type of instruction		Where course is a transfer from <b>another school within Georgia</b>
77700xxxx	xx.0	E906	<b>PSO/MOWR</b> courses - where xxxx is the four-digit number identifying the college/university where the student took the PSO course.



# STUDENT Record Reminders

## *Special Education Course Numbers*

### XX.0

Student does not require special education services in the segment

**OR**

Student receives inclusion services during the segment (inclusion codes 4-8)

- 4 - Paraprofessional
- 5 - Interpreter
- 6 - Job Coach
- 7 - Assistive or Other Personnel
- 8 - General Ed Teacher

### XX.8

Student is in a separate class taught in a special education setting by a special education teacher. It may be a resource or self-contained class.

### XX.9

Student is in a general education setting taught by a general education teacher, and receives special education services through collaborative, co-teaching.

**Consultative model is no longer reported with xx.9, now with an xx.0 course number.**



# STUDENT Record Reminder

## CREDIT IN LIEU OF COURSE

**E198 – CREDIT IN LIEU OF COURSE = 'Y' is only valid for EOC courses.**

But what if the credit rewarded is not for an EOC course??

## See Appendix of Pre-ID Data Element Detail

EOCd	Courses ID	Course name
9thLit	23.06100	9th Literature and Comp
AMELit	23.05100	Am Literature and Comp
AMELit	23.05300	AP Language Comp (American Lit Comp)
AMELit	23.06120	IB English B, Year One
AMELit	23.06800	IB English A Literature, Year One
AMELit	23.07300	IB English A Language & Literature, Year One
BIO	26.01200	Biology I
BIO	26.01400	AP Biology
BIO	26.01800	IB Biology, Year One
PHY	40.01100	Physical Science
USH	45.08100	General US History
USH	45.08200	AP US History
USH	45.08700	IB History of Americas, Year One
ECO	45.06100	Economics/Business/Free Enterprise
ECO	45.06200	AP Macroeconomics
ECO	45.06300	AP Microeconomics
ECO	45.06500	IB Economics, Year One
CALG	27.09710	Coordinate Algebra
CALG	27.09750	Accelerated Coordinate Algebra/Analytic Geometry A
ANGE0	27.09720	Analytic Geometry
ANGE0	27.09760	Accelerated Analytic Geometry B/Advanced Algebra
ALGI	27.09900	Algebra I
ALGI	27.09940	Accelerated Algebra I/Geometry A
GEOM	27.09910	Geometry
GEOM	27.09950	Accelerated Geometry B/Algebra II





# STUDENT Record Reminder

## Reporting Credit for Non-EOC Courses

- ❑ For non-EOC courses – indicate credit for course not taken by placing a ‘3’ in the 5<sup>th</sup> digit after the decimal

XX.xxxx**3**xx = CREDIT IN LIEU OF ENROLLMENT

**160-4-2-.20 STATE-FUNDED K-8 SUBJECTS AND 9-12 COURSES FOR STUDENTS ENTERING NINTH GRADE IN 2008 AND SUBSEQUENT YEARS.**

*A **3** as the fifth numerical digit to the right of the decimal indicates that students receive credit for a course in which they are not enrolled. Such instances would require a local policy that must be met in order for a student to receive credit without enrolling in the course.*



# STUDENT Safety Valid Combinations

- ❑ **Incident Types**
  - '40' Other Non-Disciplinary Incident
- ❑ **Action Code**
  - '95' Physical Restraint
- ❑ **E836:** If Incident Type = '40', then Action Code must = '95'.  
i.e., If incident is non-disciplinary, the only action can be physical restraint.
  - However, physical restraint is valid for discipline events.



# Special Education

EVENT CODE	Event Description	Reporting Frequency
01	Babies Can't Wait Notification	Once - per lifetime
02	Parent Consent to Evaluation	Once prior to an exit; can be repeated after an exit
03	Initial Evaluation	Once prior to an exit; can be repeated after an exit
04	Initial Eligibility Determination	Once prior to an exit; can be repeated after an exit
05	Initial IEP Meeting	Once prior to an exit; can be repeated after an exit
06	Initial IEP Placement/Transition Service Begin	Once prior to an exit; can be repeated after an exit
07	IEP Annual Review	Once per year (based on IEP date)
08	Re-Eligibility Determination	Once every 3 years (based on IEP date)
09	Special Education Exit	Once - given there is an active IEP (06) or Re-Eligibility (08)
10	Parent Revoked Consent	Once - given there is an active IEP (06) or Re-Eligibility (08)
11	Not Eligible as of Initial Eligibility	Once – directly after 04 Initial Eligibility
12	Parent Refused Service as of Initial IEP Meeting	Once – directly after 05 Initial IEP Meeting
13	Student Incorrectly Reported as SWD	Once – from 05 Placement to 08 Re-eligibility Determination



# Special Education

## *When Parents Refuse Service – Then Change Their Minds*

'02' = Parent Consent to Evaluation  
'03' = Initial Evaluation  
'04' = Initial Eligibility Determination  
'05' = Initial IEP Meeting

- Once per Evaluation Period
- Can be repeated after an exit

'12' Parent Refused Service as of Initial IEP Meeting – **NO '06' is reported**

**3 Year Eligibility still in place**

'05' = Initial IEP Meeting  
'06' Initial IEP Placement

**3 Year Eligibility LAPSED**



# Special Education Rejection Recovery

- **Online screen will indicate which records were recovered**
- **Moved records will not be removed if another upload occurs**
- **Validation process will check moved records, but will skip edits that will cause issues:**
  - **E5804** - EVENT DATE reported is not within the enrollment period for this student
  - **E578** - WITHDRAWAL DATE must be after the EVENT DATE reported for exit  
EVENT CODE '09' or '10'
- ***Recovered* records can be modified using the Add/Edit/Delete option on the Main Menu**



# Special Education Rejected Records

## ALREADY HAVE THESE EVENTS REPORTED

- **R06:** Event Code 01 has already been reported for that Student ID.
- **R07:** Event Code is 02 thru 06 - Events already exist, and event dates are in current year, but No Exit Event is Reported
- **R08:** Event Code 07-10 - Events were already Reported for Current Year.
  - ✓ Compares Year Portion of Event Date

## CHECK THESE

- **R01:** Event Code is 01 thru 10 (all valid events) and the Event Date is less than 07/01/2015 or greater than 06/30/2016
- **R03:** Event Code is 06 thru 10 and no Enrollment level record is found for same System Code, School Code, and Student ID
- **R05:** Event Code is 07 thru 10 and Event Date is not within Enrollment dates for reporting school (System Code, School Code, and Student ID).

## DUPLICATES IN LOAD FILE – CONTACT VENDOR

- **R02:** Event Code is 01 thru 06 and load file has duplicate for System Code, Student ID and Event Code
- **R04:** Event Code is 07 thru 10 and load file has duplicate for System Code, Student ID, Event Code, Event Date

# *Our work is their data!*

*Let's keep  
their history  
as accurate  
as possible!*



Please issue a dticket via email  
[dticket@doe.k12.ga.us](mailto:dticket@doe.k12.ga.us)

Or

call the Help Line at  
**800-866-1011**

*Thank you for your kind attention!*