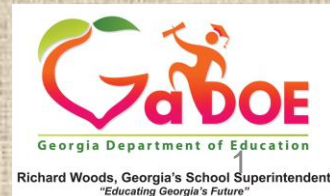


# **Student Record Rejection Recovery and Student Class Webinar**

**Presented May 1, 2018**

**Sharon Armour – Student Class**

**Carl Garber – Student Record**



# Agenda

- Student Record Reminders
- Student Record Special Education Rejection Recovery
- Student Class Updates and Reminders

# Student Record Updates and Reminders

## Who is reported in Student Record?

- Every student enrolled at a school at any time during the school year (July 1, 2017 – June 30, 2018).

## Individual Student Report

- The *Individual Student Report* includes all the student level data reported by the district. This report can be used to quickly verify data reported for a student
  - \* The report can be used to verify data and resolve errors

## EOPA Eligibility Report

- The *EOPA Eligibility Report* is available from the SR Main Menu by selecting the 'Special Tools' link.

## Error Relief Process

- Please review the presentation/webinar on the '*Error Relief Process*' located on the Data Collection website under 'FY2018 Presentations, Webinars, and Miscellaneous Documentation'

<http://www.gadoe.org/Technology-Services/Data-Collections/Pages/FY2018-Presentations,-Webinars,-and-Miscellaneous-Documentation.aspx>

# Student Record Updates and Reminders

## Student Safety

- All state reportable incidents should be reported for students age **3 – 21** years old.

## NEW REPORTS

- **ENR024a - Absences 10% or Greater by School and Grade** (Enrollment)  
- the report is also included in the CCRPI list of reports
- **DIS097 - SWD System Totals by Discipline Action** (Student Safety)  
\* only **ACTION CODE** '20', '30', and '40' are included on the report

# Special Education **EVENT CODES**

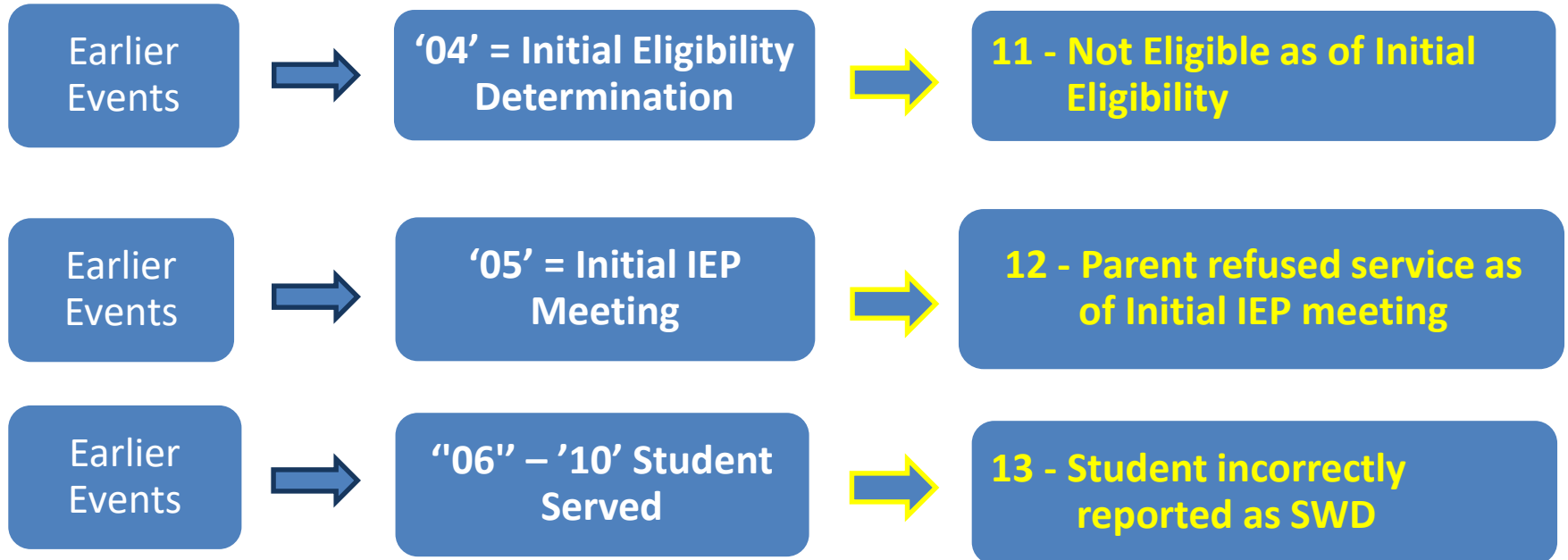
<b>EVENT CODE</b>	<b>EVENT DESCRIPTION</b>	<b>REPORTING FREQUENCY</b>
01	Babies Can't Wait Notification	Once - per lifetime
02	Parent Consent to Evaluation	Once prior to an exit; can be repeated after an exit
03	Initial Evaluation	Once prior to an exit; can be repeated after an exit
04	Initial Eligibility 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 '06' Placement to '08' Re-eligibility Determination

# Special Education

- **'01'** = Babies Can't Wait Notification
- **'02'** = Parent Consent to Evaluation
- **'03'** = Initial Evaluation
- **'04'** = Initial Eligibility Determination
- **'05'** = Initial IEP Meeting
- **"06"** = Initial IEP Placement/Transition Service Begin (PRIMARY AREA)
- **'07'** = IEP Annual Review (PRIMARY AREA)
- **'08'** = Re-Eligibility Determination (PRIMARY AREA)
- **'09'** = Special Education Exit OR **'10'** = Parent Revoked Consent (PRIMARY AREA)
- **'02'** = Parent Consent to Evaluation
- **'03'** = Initial Evaluation
- **'04'** = Initial Eligibility Determination
- **'05'** = Initial IEP Meeting
- ETC...

EXAMPLE OF  
NORMAL  
PROGRESSION  
OF EVENTS

# 'Doorstop' Events



# Special Ed Record Rejection & Recovery

## Description of Rejection Reason codes:

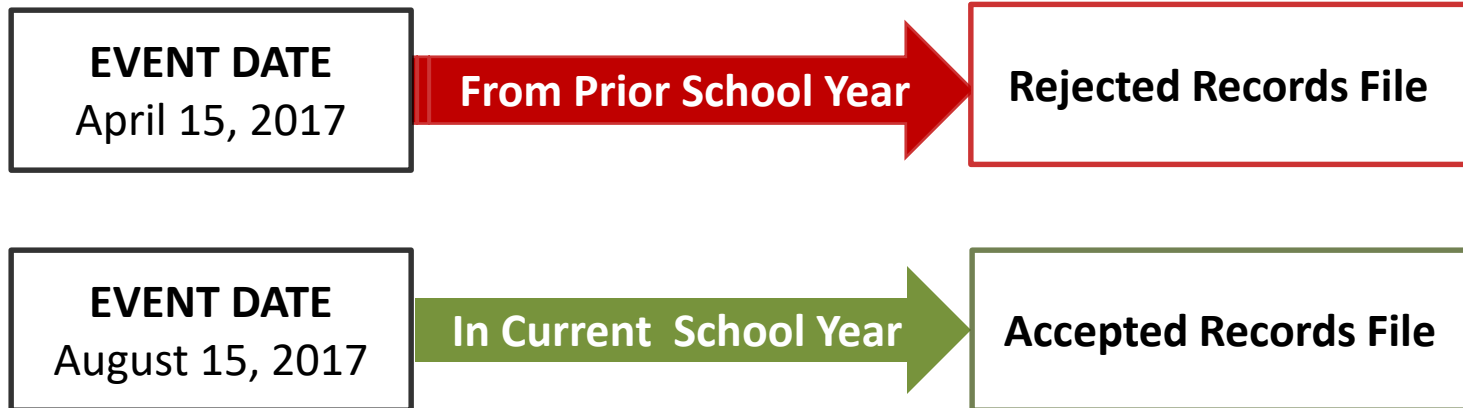
- R01** - **EVENT CODE** is '01' – '13' (all valid events) and the **EVENT DATE** is not within the current **FISCAL YEAR**.
- R02** - **EVENT CODE** is '01' - '06' and the extract file has duplicate **SYSTEM CODE, GTID, and EVENT CODE** data for the same **EVENT CODE**.
- R03** - **EVENT CODE** is '01' – '13' and no Enrollment level record is found for the same **SYSTEM CODE, SCHOOL CODE, and GTID**.
- R04** - **EVENT CODE** is '07' – '13' and extract file has duplicates for **SYSTEM CODE, GTID, EVENT CODE, and EVENT DATE**
- R05** - **EVENT CODE** is '07' – '13' and **EVENT DATE** is not within the enrollment dates for the reporting school (**System Code, School Code, and GTID**).
- R06** - **EVENT CODE** '01' (Babies Can't Wait) has already been reported for the **GTID**.
- R07** - **EVENT CODE** '02' - '06' already exists, but no exit event has been reported.
- R08** - **EVENT CODE** '07' – '13' were already reported for current **FISCAL YEAR** (YYYYMM).
- R09** - **EVENT CODE** '01' – '13', no student level record found for same **SYSTEM CODE, SCHOOL CODE, and GTID**.

\* For this data collection, dates from May/June of prior fiscal year will be accepted.



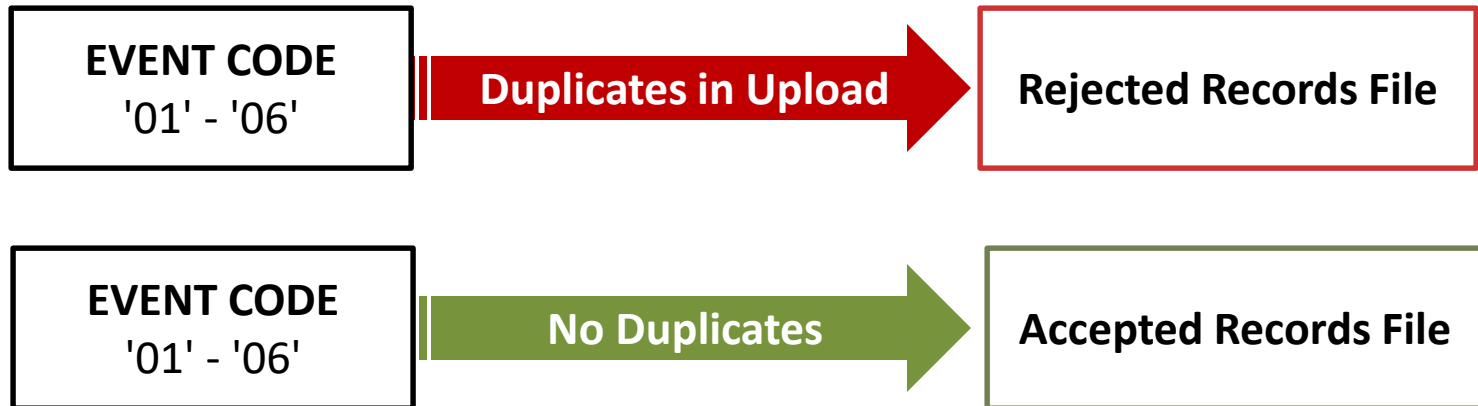
# Special Ed Rejected Records

- **R01:** **EVENT CODE** is '01' – '13' (all valid events) and the **EVENT DATE** is not within the current **FISCAL YEAR**.



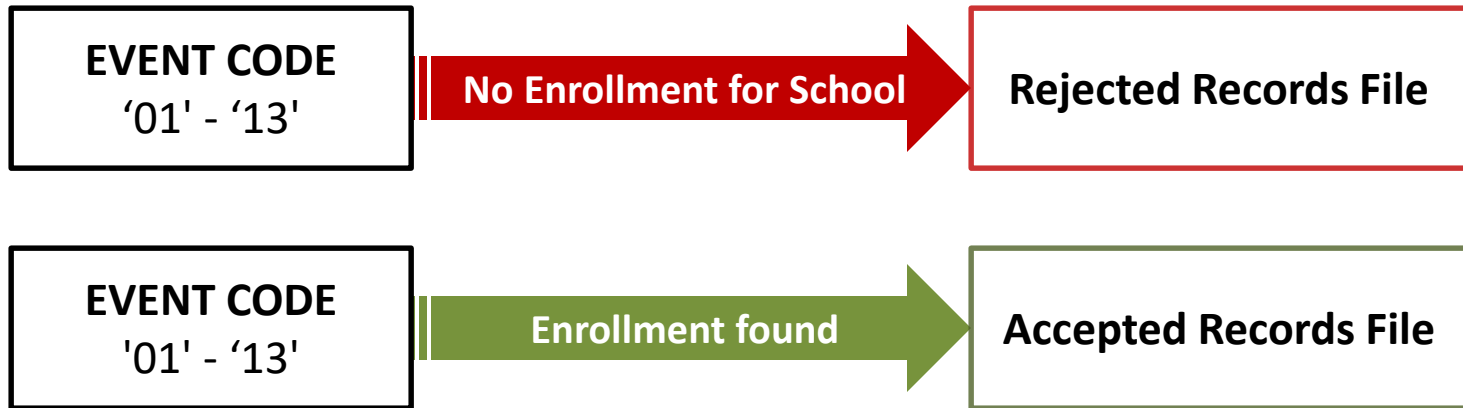
# Special Ed Rejected Records

- **R02:** **EVENT CODE** is '01' - '06' and the extract file has duplicate **SYSTEM CODE**, **GTID**, and **EVENT CODE** data for the same **EVENT CODE**.



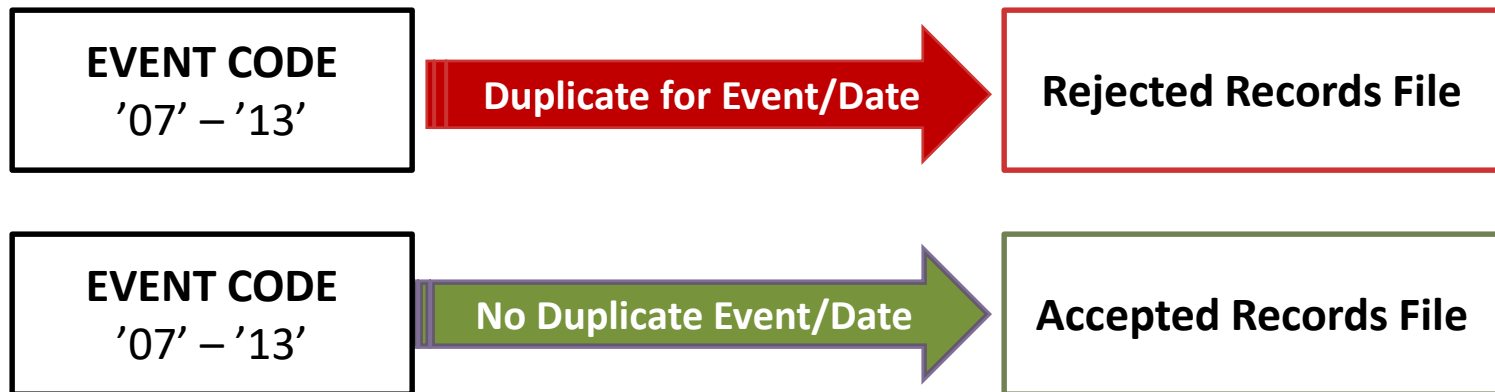
# Special Ed Rejected Records

- **R03:** **EVENT CODE** is '01' – '13' and no Enrollment level record is found for the same **SYSTEM CODE**, **SCHOOL CODE**, and **GTID**.



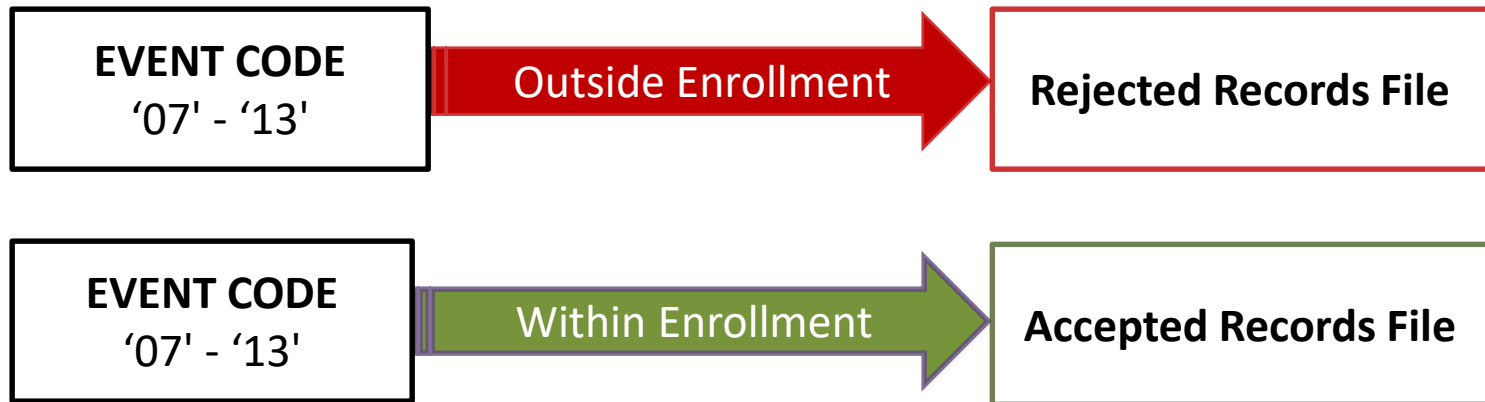
# Special Ed Rejected Records

- **R04: EVENT CODE** is '07' – '13' and extract file has duplicates for **SYSTEM CODE, GTID, EVENT CODE, and EVENT DATE.**



# Special Ed Rejected Records

- **R05: EVENT CODE** is '07' – '13' and **EVENT DATE** is not within the enrollment dates for the reporting school (**System Code, School Code, and GTID**).



# Special Ed Rejected Records

- **R06: EVENT CODE '01'** (Babies can't wait) has already been reported for the **GTID**.



# Special Ed Rejected Records

- **R07: EVENT CODE '02' - '06'** already exists, but no exit event has been reported (Event already exist, and **EVENT DATES** are in current year, but no exit event is reported).
  - Note: Multiple '07' and '08' **EVENT CODES** can be reported within the same school year. The latest date reported will determine when the next review should occur.



# Special Ed Rejected Records

- **R08: EVENT CODE '07' – '13'** were already reported for current **FISCAL YEAR (YYYYMM)**.
  - Compares month and year portion of **EVENT DATE**
  - Tests for *reasonableness*. A district might do an annual review in September, then one in April or May (reasonable)
  - Will catch the majority of those reported within short periods of time
  - Won't catch one that is in December, then another in January exception.

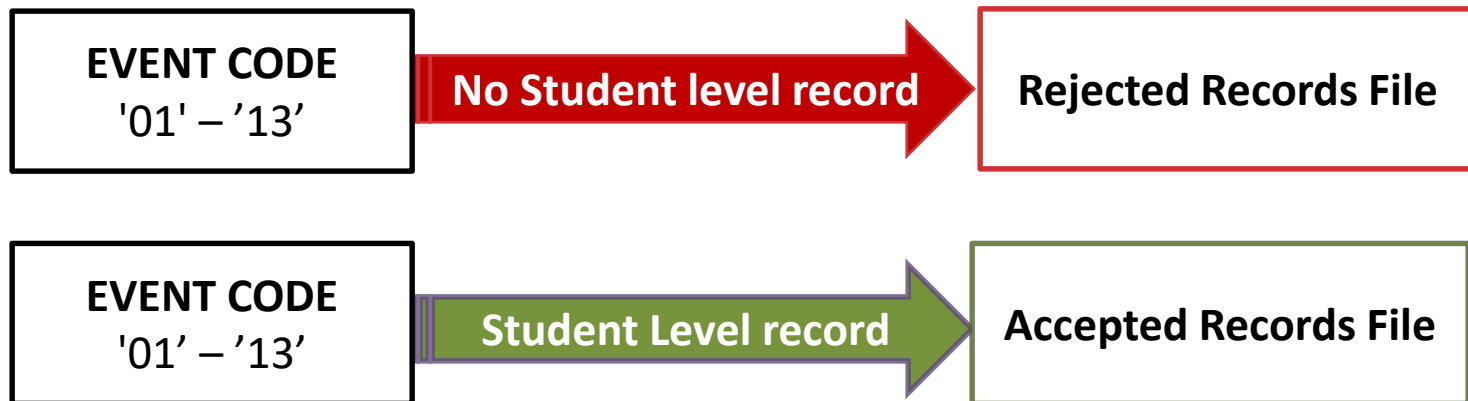




# Special Ed Rejected Records

- **R09: EVENT CODE '01' – '13'**, no Student level record found for same **SYSTEM CODE, SCHOOL CODE, and GTID**.

NOTE - **R09** rejected Events cannot be recovered.



# Special Ed Rejected Records











- **CHECK THESE TO POSSIBLY RECOVER**
  - **R01:** **EVENT CODE** is '01' – '13' (all valid events) and the **EVENT DATE** is not within the current **FISCAL YEAR**.
  - **R03:** **EVENT CODE** is '01' – '13' and no Enrollment level record is found for the same **SYSTEM CODE, SCHOOL CODE, and GTID**.
  - **R05:** **EVENT CODE** is '07' – '13' and **EVENT DATE** is not within the enrollment dates for the reporting school (**SYSTEM CODE, SCHOOL CODE, and GTID**).
  
- **DO NOT RECOVER** (Events have already been reported and are in Special Education History)
  - **R06:** **EVENT CODE** '01' (Babies Can't Wait) has already been reported for that **GTID**.
  - **R07:** **EVENT CODE** '02' - '06' already exists, but no exit event has been reported.
  - **R08:** **EVENT CODE** '07' – '13' were already reported for current **FISCAL YEAR** (YYYYMM).
    - ✓ Compares Month and Year Portion of Event Date
  
- **DUPLICATES IN EXTRACT FILE** (Contact Vendor)
  - **R02:** **EVENT CODE** is '01' - '06' and the extract file has duplicate **SYSTEM CODE, GTID, and EVENT CODE** data for the same **EVENT CODE**.
  - **R04:** **EVENT CODE** is '07' – '13' and extract file has duplicates for **SYSTEM CODE, GTID, EVENT CODE, and EVENT DATE**.

# Special Ed Rejected Records Recovery

[Go To Main Menu](#) **Student Record Main Menu**



[Data have errors.](#)

-  [SR File Upload](#)
  -  [SR Validate Data](#)
  -  [SR Delete All System Data](#)
  -  [SR Delete Data By Record Type/By School](#)
  -  [SR Add/Edit/Delete Data](#)
  -  [Special Tools](#) ← **Special Tools Menu**
  -  [SR Reports Menu](#)
  
  -  [SR Primary Contacts](#)
  
  -  [SR Transmission List](#)
  -  [SR Transmission Status](#)
- [Student Record Updates](#)

# Special Ed Rejected Records Recovery

[Go To the Main Menu](#)

## Special Tools Menu



[Individual Student Record](#)



[ADHOC Query](#)



[SPEDHIST-GTID Claimed Student Sp. Ed. History Report](#)



[Special Ed Event Rejection Recovery](#)



[SE076 - Rejection Report](#)



[EOPA Eligibility Report](#)

Select 'SE076 - Rejection Report' to see all of the events that have been rejected for the District.

# Special Ed – Rejection Report

## SYSTEM Level

SE076a Transmission on 04/30/2018 02:00:43 am With Errors

[Back to Special Tool Menu](#)

[click here to print](#)

Georgia Department of Education

Special Ed Records Rejected At Upload - System Level

Student Record Data Collection System (FY2018)

601-Applying County

Special Ed Records Rejected At Upload												
School ID	School Name	R01	R02	R03	R04	R05	R06	R07	R08	R09	School Total	
1050	<a href="#">Altamaha Elementary School</a>	4	0	6	0	2	0	0	1	0	13	
0177	<a href="#">Applying County Elementary School</a>	1	0	1	0	0	0	0	0	0	2	
0103	<a href="#">Applying County High School</a>	11	0	0	0	1	0	0	1	0	13	
0195	<a href="#">Applying County Middle School</a>	6	0	0	0	1	0	0	0	0	7	
0277	<a href="#">Applying County Primary School</a>	13	0	1	0	0	0	0	0	0	14	
5050	<a href="#">Fourth District Elementary School</a>	2	0	0	0	0	0	0	0	0	2	
<b>System Total</b>		<b>37</b>	<b>0</b>	<b>8</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>51</b>	

## SCHOOL Level

Special Ed Records Rejected At Upload - School Level														
School ID	School Name	Student Name	GTID	R01	R02	R03	R04	R05	R06	R07	R08	R09	School Total	
1050	Altamaha Elementary School	Anthony Tillman	1626126685	0	0	0	0	0	0	0	0	1	0	1
1050	Altamaha Elementary School			2	0	0	0	0	0	0	0	0	0	2
1050	Altamaha Elementary School			0	0	5	0	0	0	0	0	0	0	5
1050	Altamaha Elementary School			0	0	1	0	0	0	0	0	0	0	1
1050	Altamaha Elementary School			1	0	0	0	0	0	0	0	0	0	1
1050	Altamaha Elementary School			1	0	0	0	0	0	0	0	0	0	1
1050	Altamaha Elementary School			0	0	0	0	2	0	0	0	0	0	2
<b>School Total</b>				<b>4</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>13</b>	

### Description of the Rejection Reason codes

R01 - Event is not within the current fiscal year\*.

R02 - Event has duplicate in upload file based on System Code. (Events 01-06.)

R03 - No Enrollment level record found for same System Code, School Code, and GTID\*. (Events 01-10)

R04 - Upload file has duplicate for System Code, GTID, Event Code, and Event Date. (Events 07-10)

R05 - Date of event is not within Enrollment dates for reporting school (System Code, School Code, and GTID)\*. (Events 07-10)

R06 - Babies Can't Wait event has already been reported. (Event 01)

R07 - Event already exists, but no exit event is reported. (Events 02-06)

R08 - Event is already reported for the fiscal year (YYYY) and event month (MM). (Events 07-10)

R09 - No Student level record found for same System Code, School Code, and GTID\*.

\* For this data collection, dates from May/June of prior fiscal year will be accepted.

NOTE: "Data Missing" indicates that Student level record is missing for the system/ school/ Student ID reported.

# Special Ed Rejected Records Recovery

[Go To the Main Menu](#)

## Special Tools Menu



[Individual Student Record](#)



[ADHOC Query](#)



[SPEDHIST-GTID Claimed Student Sp. Ed. History Report](#)



[Special Ed Event Rejection Recovery](#)



[SE076 - Rejection Report](#)



[EOPA Eligibility Report](#)

Select 'Special Education Rejection Recovery' to start the rejected record recovery process.

# Special Ed Rejected Records Recovery

## Special Education Rejection Recovery

The Special Education Rejection Recovery tool allows the district to 'recover' Special Education events that have been rejected.

- The user can 'Select School' from the drop-down, and then select the student from the list
- OR enter the student's GTID.

SpEdHist Transmission on 04/22/2018 08:48:22 am With Errors  
Georgia Department of Education  
Student Record Data Collection System (FY2018)

[click here to print](#)

Special Ed Event Rejection Recovery  
601-Appling County

[Return to Menu](#) School:  OR Please Type either gdoes or Last Name for search :  OR Enter GTID :

- Select School
- 1050-Altamaha Elementary School
- 0177-Appling County Elementary School
- 0103-Appling County High School
- 0195-Appling County Middle School
- 0277-Appling County Primary School
- 5050-Fourth District Elementary School

Either, select the school from the drop-down

OR, enter the student's GTID, then click 'Get History'

# Special Ed Rejected Records Recovery

SpEdHist Transmission on 04/22/2018 08:48:22 am With Errors

[click here to print](#)

Georgia Department of Education  
Student Record Data Collection System (FY2018)


Special Ed Event Rejection Recovery  
601-Applying County

[Return to Menu](#) School: 1050-Altamaha Elementary School ▼

Student:  ▼ OR Please Type either gdoes or Last Name for search :  OR Enter GTID :

Select Student

- 123456879-Apple, John
- 3216549871-Bear, Brown
- 9876543210-Cole, Tom
- 7410852963-Johnson, Tom
- 1594870263-Moore, Jan
- 3355849521-Tompson, Anna
- 3179014785-Smith, John



After selecting a school, select the student from the drop-down list and then click, 'Get History'.



# Special Ed Rejected Records Recovery

1. To select rejected record(s) to move to Current History, click the check box of each record to be recovered.
2. Under 'Enter comments for checked records', select a comment from the drop-down, or select 'Other' and enter a comment.
3. Click the 'Move Record' button after the comment has been selected or entered.

Special Education History as of 04/16/2018 02:46:52 pm									
Reporting School Year	System Id and Name	School Id and Name	Event	Event Date	Student Present at Conference?	Parent Present at Conference?	Current Year Event Data?	Date Moved from Rejected	Link to comments
2017	721-Richmond County	0197-Glenn Hills Middle School	07-IEP Annual Review	20170308	Y	Y	No		
2016	721-Richmond County	0197-Glenn Hills Middle School	08-Re-Eligibility Determination	20160310			No		
2016	721-Richmond County	0197-Glenn Hills Middle School	07-IEP Annual Review	20160310	N	Y	No		
2015	721-Richmond County	0197-Glenn Hills Middle School	08-Re-Eligibility Determination	20150421			No		
2015	721-Richmond County	0197-Glenn Hills Middle School	07-IEP Annual Review	20150421	N	Y	No		
2014	721-Richmond County	2054-Glenn Hills Elementary School	08-Re-Eligibility Determination	20140423			No		
2014	721-Richmond County	2054-Glenn Hills Elementary School	07-IEP Annual Review	20140423	N	Y	No		
2013	721-Richmond County	2054-Glenn Hills Elementary School	08-Re-Eligibility Determination	20130426			No		
2013	721-Richmond County	2054-Glenn Hills Elementary School	07-IEP Annual Review	20130426	N	Y	No		
2012	721-Richmond County	2054-Glenn Hills Elementary School	05-Initial IEP Meeting	20120504	N	Y	No		
2012	721-Richmond County	2054-Glenn Hills Elementary School	04-Initial Eligibility Determination	20120504			No		
2011	721-Richmond County	2054-Glenn Hills Elementary School	06-Initial IEP Placement/Transition Service Begin	20110516	N	N	No		
2011	721-Richmond County	2054-Glenn Hills Elementary School	05-Initial IEP Meeting	20110516	N	N	No		
2011	721-Richmond County	2054-Glenn Hills Elementary School	04-Initial Eligibility Determination	20110516	N	N	No		
Rejected Record									
Reporting School Year	System Id and Name	School Id and Name	Event	Event Date	Student Present at Conference?	Parent Present at Conference?	Rejection Code	MOVE	
2018	721-Richmond County	0391-Alternative Education Center at Lamar	08-Re-Eligibility Determination	20170308			R01	<input type="checkbox"/>	
The Rejection Reason is R09 OR the same EVENT CODE and EVENT DATE has already been reported. These records cannot be recovered.									
2018	721-Richmond County	0391-Alternative Education Center at Lamar	07-IEP Annual Review	20170308	N	Y	R08		
* Enter comments for checked record(s):									
Select reason for move, or select Other to enter explanation									
<div style="display: flex; justify-content: space-between; align-items: center;"> <span>#2</span> <span>#3</span> </div>									

Move Record

[Return to Menu](#)
 School: 
 OR Please Type either gdoes or Last Name for search : 
 OR Enter GTID :

Rejected Record								
Reporting School Year	System Id and Name	School Id and Name	Event	Event Date	Student Present at Conference?	Present at Conference?	Rejection Code	MOVE
2018	721-Richmond County	0391-Alternative Education Center at Lamar	08-Re-Eligibility Determination	20170308			R01	<input type="checkbox"/>
The Rejection Reason is R09 OR the same EVENT CODE and EVENT DATE has already been reported. These records cannot be recovered.								
2018	721-Richmond County	0391-Alternative Education Center at Lamar	07-IEP Annual Review	20170308	N	Y	R08	
* Enter comments for checked record(s):								
<div style="border: 1px solid black; padding: 5px;">                 Select reason for move, or select Other to enter explanation                 <ul style="list-style-type: none"> <li>Select reason for move, or select Other to enter explanation</li> <li>Event occurred at this school prior to the enrollment date (example: over the summer)</li> <li>Reporting event that occurred at a previously attended school.</li> <li>Event occurred prior to enrollment in Georgia.</li> <li>Event occurred in prior private school or home school placement.</li> <li>Other: Enter at least 10-word-minimum explanation why checked records require move to history</li> </ul> </div>								
<input type="button" value="Move Record"/>								

Under 'Enter comments for checked records', select a comment from the drop-down, or select 'Other' and enter a comment.

- Description of the Rejection Reason codes
- R01 - Event is not within the current fiscal year\*.
  - R02 - Event has duplicate in upload file based on System Code. (Events 01-06.)
  - R03 - No Enrollment level record found for same System Code, School Code, and GTID\*. (Events 01-10)
  - R04 - Upload file has duplicate for System Code, GTID, Event Code, and Event Date. (Events 07-10)
  - R05 - Date of event is not within Enrollment dates for reporting school (System Code, School Code, and GTID)\*. (Events 07-10)
  - R06 - Babies Can't Wait event has already been reported. (Event 01)
  - R07 - Event already exists, but no exit event is reported. (Events 02-06)
  - R08 - Event is already reported for the fiscal year (YYYY) and event month (MM). (Events 07-10)
  - R09 - No Student level record found for same System Code, School Code, and GTID\*.
- \* For this data collection, dates from May/June of prior fiscal year will be accepted.

# Special Ed Rejected Records Recovery

- Special Ed Rejection Recovery provides a **way to add a Special Ed Event that does not fit a perfect sequence of events**
- **Online SR screens will indicate which Special Ed Event records were recovered.**
- **Recovered records will not be removed if another upload occurs.**
- ***Recovered* records can be modified using the Add/Edit/Delete option on the SR Main Menu.**
- **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'

# Student Record Transmission Dates

## FY2018 Student Record Transmission Dates:

- ✓ **Start Date:** The FY2018 Student Record Data Collection began on Wednesday, February 7, 2018.
- ✓ **Duplicate Resolution:** The deadline for resolving duplicate records of students with the same GTID, reported active in more than one school, was Wednesday, April 4, 2018. (E047, E8081, E166)

**SIGN-OFF DEADLINE:** All Student Record transmissions, review of reports, and Superintendent sign-off, must be completed by **Friday, June 15, 2018.**

RECORD TYPE	DUE DATE FOR INITIAL UPLOAD
Student Record Opens	Wednesday, February 7, 2018
Student	Wednesday, February 14, 2018
Enrollment	Wednesday, February 14, 2018
Special Education	Tuesday, February 20, 2018
Student Safety	Tuesday, April 3, 2018
Program	Friday, April 20, 2018
System	Wednesday, April 25, 2018
School	Wednesday, April 25, 2018

# **Student Class - Updates and Reminders**

# Student Class Update FY2018

## Student Class and SR Course merge

- Student Class Collection:
  - Cycle 3 May 10 – June 11.

## New and Merged FY2018 Student Class Data Elements

- *(NOTE: Edits for each data element will be turned on at the End Of Year Collection).*
  - COURSE TEACHER CODE 90% ATTENDANCE
  - ADDITIONAL COURSE TEACHER CODE 1 90% ATTENDANCE
  - ADDITIONAL COURSE TEACHER CODE 2 90% ATTENDANCE
  - ADDITIONAL COURSE TEACHER CODE 3 90% ATTENDANCE
  - STUDENT 90% ATTENDANCE
  - CATEGORY OF WBL PROGRAM
  - NUMERIC GRADE
  - ALPHA GRADE
  - CREDIT IN LIEU OF COURSE
  - COURSE CREDIT HOURS EARNED

# Student Class Update FY2018

## **New Data Elements:**

- COURSE TEACHER CODE 90% ATTENDANCE
- ADDITIONAL COURSE TEACHER CODE 1 90% ATTENDANCE
- ADDITIONAL COURSE TEACHER CODE 2 90% ATTENDANCE
- ADDITIONAL COURSE TEACHER CODE 3 90% ATTENDANCE
- STUDENT 90% ATTENDANCE

*Mandatory for EOC ELA's and EOC Math 9-12*

- Category of WBL Program

*(Requirement for FY2018: 90% Attendance data elements for the primary teacher, any additional teachers, and the student are being collected for high school students taking EOC courses. The district determines the 90% flag using district business rules. These elements must be submitted for EOC –ELA and Math courses).*

- **NOTE:** *if a student is taking a year long course and a grade and credit are given at the semester and the EOC is given in 2<sup>nd</sup> semester – both courses must have the 90% attendance flagged for teacher and student.*

# Student Class Update FY2018

## Merged Data Elements from Student Record Course:

- CREDIT IN LIEU OF COURSE
- NUMERIC GRADE
- ALPHA GRADE
- COURSE CREDIT HOURS EARNED
- IMMERSION LANGUAGE

*These data elements have been merged from Student Record Course to Student Class where grades will be submitted for FY2018.*

## Deleted Data Element:

- CLASS SIZE
- CONTENT COMPLETER (CONTENT COMPLETER will stay on the SC File layout, but all edits will be deactivated)



# Student Class Update FY2018

## New Data Elements in Student Class Reports

- COURSE TEACHER CODE 90% ATTENDANCE
- ADDITIONAL COURSE TEACHER CODE 1 90% ATTENDANCE
- ADDITIONAL COURSE TEACHER CODE 2 90% ATTENDANCE
- ADDITIONAL COURSE TEACHER CODE 3 90% ATTENDANCE

*(Data Elements are in Student Class/Course Grade Report with 90% Indicators)*

- CATEGORY OF WBL PROGRAM

*(Teacher Class Roster Report, All Classes by Teacher Report, Student Schedule Report).*

# Student Class Update FY2018

## Merged Data Elements in Student Class Reports:

- IMMERSION LANGUAGE

*(Teacher Class Roster Report, All Classes by Teachers Report, Course Summary Report, Student Schedule Report)*

- NUMERIC GRADE
- CREDIT IN LIEU OF COURSE
- ALPHA GRADE
- COURSE CREDIT HOURS EARNED

*(Course Summary Report)*

*(All Data Elements in Student Class are found in Add/Edit/Delete from Student Class Main Menu)*

# Student Class Update FY2018

## **ALTERNATE SYSTEM CODE/ALTERNATE SCHOOL CODE:**

- **E6031 – ALTERNATE SYSTEM CODE OR ALTERNATE SCHOOL CODE reported are not valid for Alternate Ed. Program in Facilities.**

*(This edit will look at the '6000' series numbers and 'Open' status in Facilities Database).*

- **E6069 (ALTERNATE SYSTEM CODE AND ALTERNATE SCHOOL CODE) - No students reported with ALTERNATE SYSTEM CODE and ALTERNATE SCHOOL CODE for GNETS.**

**Districts that have GNETS students enrolled, must report the district's system number and the correct 4 digit GNETS program code in the Facilities Database.**

*(Each district has in they're facility data base a GNETS school number that is attached to they're 3 digit district number, even if the GNETS is not located in the district).*

- **E6032 – No students reported with ALTERNATE SYSTEM CODE and ALTERNATE SCHOOL Code for Charter Career Academy.**

*The ALTERNATE SYSTEM and ALTERNATE SCHOOL must be reported for Charter Career Academy's.*

# Student Class Update FY2018

## PRIMARY AREA:

- E6040-PRIMARY AREA reported in Student Record does not match PRIMARY AREA in Student Class.

*If you have a student with a PRIMARY AREA being reported in Student Class then a PRIMARY AREA should be reported in Student Record. If PRIMARY AREA is reported in Student Record then it should be reported in Student Class.*

*Reminder: This error is being compared to data submitted in SR2018.*

*Example:*

Field Name	Field Content
Student Class Primary Area : Student Record Primary Area	:P

## CREDIT IN LIEU OF COURSE:

- E198 – CREDIT IN LIEU OF COURSE =‘Y’ is only valid for EOC courses.

*Note: If CREDIT IN LIEU OF COURSE = ‘Y’ it must be a valid EOC Course.*

# Student Class Update FY2018

## COURSE NUMBER:

- **E6071-** Student was reported with PROGRAM CODE = 'J' in FTE, at least one Remedial (xx.1) COURSE NUMBER should be reported for this student in Student Class.

*(This edit will look at what is reported in FTE and what is reported in Student Class. If there is a PROGRAM CODE OF 'J' for FTE Cycle 1 and FTE Cycle 3 then we expect to see a XX.1XXXXXX COURSE NUMBER submitted in Student Class Cycle 1 and Student Class Cycle 2. Student Class Cycle 3 will look at both FTE Cycle 1 and FTE Cycle 3).*

## IMMERSION LANGUAGE:

- **E9122** – Student is marked DUAL LANGUAGE IMMERSION = 'Y' in the SR Student Level Record. An IMMERSION LANGUAGE must be reported for at least one of this student's reported courses.

*(For 3 digit Language Codes, see Student Class Data Element Detail).*

### IMMERSION LANGUAGE

Identifies the language being taught to the student

Code	PRIMARY LANGUAGE / IMMERSION LANGUAGE
002	American Indian
003	Amharic, Tigrinya, Tigre
004	Arabic
005	Chinese
006	Czech/Slovak
007	Dutch

# Student Class Reminders FY2018

- **ALPHA GRADE of 'Z' = No Grade is expected. (Used for dropped classes or classes where no grade is given). Grades K-12. Follow your district policy.**
- **ALPHA GRADE of 'I' = Incomplete (used when it's expected a student will finish a class and receive a final grade). Grades K-12. Follow your district policy.**
- **EOPA will now be coming from Student Class and not Student Record. Courses will be pulled based on credit hours earned for the class.**
- **Adhoc Query has been added to Student Class.**

# Student Class Reminders FY2018

- **NEW COURSE TEACHER CODE AND ADDITIONAL COURSE TEACHER CODE 1-3: '121-21-2121' will be used for short term sub.**

**(Short Term Sub – used when there is a vacant position of less than 20 days).**

- **(For 121-21-2121 Districts will not receive E5083 or E5019 for COURSE TEACHER CODE AND ADDITIONAL COURSE TEACHER CODE 1-3.**

**E5019 - COURSE TEACHER CODE** not reported in CPI (Cycle 1 or 2) with a teaching assignment.

**E5083 – The COURSE TEACHER CODE** is not found in CPI.

- **E5019 and E5083 is relievable for new teacher hires after the CPI March deadline date of 3-22-2018.**

# Student Class Reminders FY2018

- **NEW COURSE TEACHER CODE AND ADDITIONAL COURSE TEACHER CODE 1-3: '121-21-2121' will be used for short term sub.**

**(Short Term Sub – used when there is an absent teacher).**

***Example:* teacher is on leave.**

- **For 121-21-2121, Districts will not receive E5083 or E5019 for COURSE TEACHER CODE AND ADDITIONAL COURSE TEACHER CODE 1-3.**

**E5019 - COURSE TEACHER CODE** not reported in CPI (Cycle 1 or 2) with a teaching assignment.

**E5083 – The COURSE TEACHER CODE** is not found in CPI.

- **E5019 and E5083 are relievable for new teacher hires after the CPI March deadline date of 3-22-2018.**



# Student Class Reminders FY2018

## **Reports that are written in permanent ink after sign off:**

- **Sign-Off Report**
- **TCR004-Teacher Class Roster**
- **All Classes by Teacher**
- **SC083-Course Summary Report**
- **SC086-Course With Alternate Teacher ID Report**
- **SC054-ESOL Delivery Model Report**
- **SC053-Gifted Delivery Model Report**



**For Assistance, please submit a dTicket email  
to**

**[dticket@doe.k12.ga.us](mailto:dticket@doe.k12.ga.us)**

**Or**

**Call the Help Desk at**

**800-866-1011**

# Data Collection Team

Levette Williams	Chief Privacy Officer, Director of Technology Management (Data Collections & Reporting, Customer Support, Database Administration)		lewillia@doe.k12.ga.us
Kathy Aspy	Data Collections Manager (Data Collections & Reporting)	404-651-5312	kaspy@doe.k12.ga.us
Patty Miller	GTID Administrator (GUIDE, Private School)	404-657-0533	pmiller@doe.k12.ga.us
Carl Garber	Data Collections Specialist (Student Record)	404-463-2326	cgarber@doe.k12.ga.us
Sharon Armour	Data Collections Specialist (Pre-ID, Student Class, Course Table Maintenance)	404-657-1064	sarmour@doe.k12.ga.us
Katie Green	Data Collections Specialist (CPI, Free and Reduced Meal)	404-463-1946	kagreen@doe.k12.ga.us
Irish Saxton	Data Collections Specialist (FTE, EOPA)	404-657-0536	irish.saxton@doe.k12.ga.us

