CIO Meeting

February 1st 2019

CIO Meeting
SIRS/Data Warehousing
Test Scoring
– Prepared/Presented by –

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History of the Groundhog

Punxsutawney Phil first made his appearance in 1887. Each year, thousands make their way to the “ホーム of Groundhog” to share in the annual celebration. Early in the morning on February 2nd, Phil makes his appearance to the world. The “Great Prognosticator” pokes his head from his hole, looking for his shadow. From this, his loyal followers are able to tell whether there will be six more weeks of winter, or if spring is just around the corner. The rest is history.

Over the years, Punxsutawney Phil has attained great fame and notoriety. He has forecast accurately, and has been in his own major motion picture. Perhaps it is charm or magical ability, but whatever it might be, Phil is able to capture the attention of all those around him.
Reminder: Record Counts

It is important that you check the Level 1 reports, especially the Level 1 Record Counts in the Verification Reports under "Level 1 Verification Summary Reports"
When going into the User Management System (http://www.lhric.org/ums), you can only add district users. Adding a user is under “User Profile”. Only CIOs can change or add users. Special requests for adding Building Level or Teacher Level Users or Users with specific access to Verification Reports, Staff Data should be directly sent to Data Warehouse.

Level 1 User Management System

Reminder: Logging into L1 and L2RPT

- You should not be logging into L1 and L2 in the same browser.
- Start off by exiting the browser completely, then going into Level 1.
- You should then cleanly log out of Level 1 and change the drop down to “State Reporting” to log into L2RPT.
Check SEDREF - Contact Info

- If changes need to be made to contact info – an email on letterhead to Datasupport@nysed.gov

If you are a representative from a School District, Public School, Nonpublic School, Charter School, BOCES, or RIC and you need to contact SED for a change in your contact information (including Director of Special Ed), or for a BOCES virtual location, please proceed as follows:

- For Nonpublic School CFO information, the change must be captured on this [CFO form](https://example.com) (38.5 KB) or this [CFO form in PDF](https://example.com) and emailed.
- For all other contact info changes, including CFO, for the above types of Institutions, a change request must be made via a formal communication on the Institution’s letterhead and must include the following:
  - School BEDS code
  - email address and phone number of the new individual
  - effective date of the change
  - signature of current superintendent or principal
- Please email the request to [datasupport@nysed.gov](mailto:datasupport@nysed.gov). "These changes will no longer be accepted via phone."
- For questions, please call the Office of Information and Reporting at (518) 474-7965.

Where are the downloadable Databases from NYSED?

The New York State Education Department (NYSED) is committed to making data available and easy to use. This site provides a first step in publicly reporting educational data so all interested parties can be better informed as they work to advance student achievement.

**NEW YORK STATE EDUCATION AT A GLANCE**

<table>
<thead>
<tr>
<th>Count</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Districts</td>
<td>733</td>
</tr>
<tr>
<td>Public Schools</td>
<td>4,469</td>
</tr>
<tr>
<td>Charter Schools</td>
<td>301</td>
</tr>
<tr>
<td>Total Public School Teachers</td>
<td>210,496</td>
</tr>
<tr>
<td>Total K-12 Public School Students</td>
<td>2,640,250</td>
</tr>
</tbody>
</table>

Current data in New York State includes:
- Gender
- Ethnicity
Embargoed- Only SEDDAS Login
During Embargo- Reduced functionality (i.e. no PDFs)
Where are the Test Scoring Materials? (Mixed in with Released Test Questions)

1. Downloadable Resources
   - 2018 Grade 3 English Language Arts Test Released Questions (1.8 MB)
   - 2018 Grade 3 English Language Arts Test Scoring Materials (0.12 MB)
   - 2018 Grade 4 English Language Arts Test Released Questions (1.79 MB)
   - 2018 Grade 4 English Language Arts Test Scoring Materials (0.12 MB)

GUIDE PAPER 1

Additional

Harry's fitness trainer recommends that Harry drink 8 fluid ounces of water 8 times a day. Harry has a water bottle that holds 1 1/2 pints of water when filled. Today, he has filled the water bottle three times and drank all of the water each time. Harry claims that he drank the total amount of water recommended by his fitness trainer. Explain why Harry's claim is not true.

Answer

Harry's claim is not true because

8 fluid oz = 8 times x 1/2 pint
If he drank 1 1/2 pints a day, he only drank 3/4 of a pint each time.

Score Point 2 (out of 2 points)

This response demonstrates a thorough understanding of the mathematical concepts in the task. The total number of pints recommended per day is correctly identified and compared to the number of pints that Harry drank in a day. This response is complete and correct using mathematically sound procedures.
Regents Teacher Class Analysis - For Administrators of TLR Districts

9.1 Regents Class Student Details
2017–18 School Year
Grouped by Building; Sorted by Teacher Name

Report Description:
This report shows student’s June Regents results by a teacher and a class. The class information is based on Course Instructor Assignment/Student Class Entry. Exit records loaded by the District.

Disclaimer:
Discrepancies may occur between source data and the level of the data warehouse based on invalid Staff, Course, Course Instructor Assignments or/and Class theory data.

Select a School:  All Schools
Select a Teacher:  All Teachers
Select an Assessment:  TEST_NAME

District:

<table>
<thead>
<tr>
<th>Building</th>
<th>Teacher Name</th>
<th>Teacher ID</th>
<th>Course ID</th>
<th>Course Name</th>
<th>Course State</th>
<th>Course Section</th>
<th>Course Code</th>
<th>Instruction Start Date</th>
<th>Instruction End Date</th>
<th>Student Name</th>
<th>Student ID</th>
<th>Class Entry Date</th>
<th>Class Exit Date</th>
<th>Assessment</th>
<th>Assessment Date</th>
<th>Scale Score</th>
<th>Performance Level</th>
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</thead>
<tbody>
<tr>
<td>Earth Science Regents</td>
<td>63001</td>
<td>3</td>
<td>4</td>
<td>Sep 5, 2017</td>
<td>Dec 22, 2017</td>
<td>1</td>
<td>1</td>
<td>Sep 5, 2017</td>
<td>REGENTS/Earth</td>
<td>87</td>
<td>Scaled 05 - 100</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Earth Science Regents</td>
<td>63001</td>
<td>4</td>
<td>1</td>
<td>Sep 5, 2017</td>
<td></td>
<td></td>
<td>Sep 5, 2017</td>
<td>REGENTS/Earth</td>
<td>87</td>
<td>Scaled 05 - 100</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Building Answer Response Distribution

4.3.1 ELA 3-8 Building Answer Response Distribution - Multiple Choice Released Questions
2017-18 School Year
Grouped by Building, Standard

Notes:
The data reported is for local student data analysis and decision-making. For APPR purposes, districts should use L2RPT reports and other SED released reports.
The field-test questions and MC questions with all answers correct have been excluded from the report.
Correct response text will be highlighted in green.
The “X” will be highlighted in red if question success rate is lower than Target.

Click on the “Finish” button once an Assessment and a Target are selected:

Select an Assessment: [Grade 3 ELA]
Select a Target: [Regional LVL3 CUTPT]
Finish

District:
2018 - Grade 3 ELA (# of MC Questions: 12)

Building: (# of Tested Students: 187)

<table>
<thead>
<tr>
<th>Standard</th>
<th>% of questions (#)</th>
<th>Strand</th>
<th>Question</th>
<th>Regional LVL3 CUTOFF</th>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
</tr>
</thead>
<tbody>
<tr>
<td>R1.3.4 Determine the meaning of general academic and domain-specific words and phrases in a text relevant to a grade 3 topic or subject area.</td>
<td>17% (2)</td>
<td>Reading: Informational Text</td>
<td>H031</td>
<td>98%</td>
<td>91</td>
<td>1</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>R1.3.3 Describe characters in a story (e.g., their traits, motivations, or feelings) and explain how their actions contribute to the sequence of events.</td>
<td>17% (3)</td>
<td>Reading: Literary</td>
<td>H032</td>
<td>87%</td>
<td>6</td>
<td>22</td>
<td>11</td>
<td>9</td>
</tr>
<tr>
<td>L.3.4 Determine or clarify the meaning of unknown and multiple-meaning word and phrases based on context.</td>
<td>0% (1)</td>
<td>Language</td>
<td>H021</td>
<td>60%</td>
<td>14</td>
<td>26</td>
<td>23</td>
<td>6</td>
</tr>
<tr>
<td>R1.3.3 Describe the relationship between a series of historical events, scientific ideas or concepts, or steps in technical procedures in a text, using language that pertains to time, sequence, and cause/effect.</td>
<td>8% (1)</td>
<td>Reading: Informational Text</td>
<td>H036</td>
<td>53%</td>
<td>24</td>
<td>13</td>
<td>36</td>
<td>5</td>
</tr>
<tr>
<td>R1.3.5 Use text features and search tools (e.g., key</td>
<td>9% (1)</td>
<td>Reading: Informational Text</td>
<td>H032</td>
<td>63%</td>
<td>10</td>
<td>18</td>
<td>67</td>
<td>15</td>
</tr>
</tbody>
</table>
NSC (National Student Clearinghouse) Data

To ease the burden to districts and comply with this ESSA requirement, NYSED is working to establish a statewide contract with the National Student Clearinghouse (NSC) for postsecondary enrollment data for students graduating from New York State high schools. The NSC is the only source of comprehensive postsecondary enrollment data for institutions of higher education across the nation.

The benefits of a statewide NSC contract:

• Districts will not need to create an in-house mechanism for collecting postsecondary enrollment.

• Districts will not need to report postsecondary enrollment data directly to NYSED as the data will come to NYSED from NSC.

• Districts will receive enrollment data for public and private, in-state and out-of-state institutions of higher education.

• Districts will receive postsecondary retention and graduation rate data for public and private, in-state and out-of-state institutions of higher education.

CBT Updates

Winter Q & A Session @ LHRIC - with NYSED and Questar - March, 4 2019
8:30 AM - 10:30 PM

The LHRIC CBT Q&A Information Session is intended to provide the opportunity for district and school colleagues in the Lower Hudson Region to ask questions and share experiences about the upcoming 2019 CBT administration. This session is planned to follow the Regional CBT Winter Training Sessions that are happening throughout the state in eight different locations. Attendees from schools new to operational CBT this year should plan to attend the Statewide Webinar on February 28, 2019. For schools that are returning to operational CBT for the second or third year, attendees should try to review training information from last year’s CBT Winter Training Session. The NYSED CBT team and LHRIC testing team look forward to seeing you in person to hear about your operational CBT plans for this spring.

Lower-Hudson Informational CBT Q&A Session

Monday, March 4, 2019
8:30 am to 10:30 am
450 Mamaroneck Ave.
Harrison, NY 10528
CBT Updates

- CBT Transition Checklist: https://cbtsupport.nysed.gov/hc/en-us/articles/115004593686

CBT Simulations

February 26, 2019 - First Statewide CBT Simulation

March 5, 2019 - Second Statewide CBT Simulation

Video & Presentation: Information Webinar for the Statewide CBT Simulation:

https://cbtsupport.nysed.gov/hc/en-us/articles/360022442152-Video-Presentation-Information-Webinar-for-the-Statewide-CBT-Simulation

Recommended time: 8:30am to 9:30am for both days

Login Ticket templates:

Student login ticket templates for the CBT Simulation are available from CBT Support in CBT Resources:

https://cbtsupport.nysed.gov/hc/en-us/categories/201173603
SSEC vs. EDSCLS

The School Safety and Education Climate Survey (SSEC) is different than the one you gave us information about in October, correct?
Yes- SSEC is primarily a replacement for NYS VADIR (Violent and Disruptive Incident Reporting) while EDSCLS (Education Department School Climate Survey) is USDOE and just school climate

As I understand it, the EDSCLS is optional but not mandated, and the SSEC is mandated. Please confirm.
SSEC is mandated now while EDSCLS will be mandated in the 19-20 school year by ESSA regs.

Are the results of the 2018-19 SSEC going to be included in this school year’s ESSA calculations? If so, do we have specifics on how the calculations will be incorporated into the current model?
Yes, but we don’t have specifics as yet

The SSEC is standard for all schools, with no flexibility in the format of the forms, correct?
Yes- That is correct

Testing Updates

• Full Service Scoring 3-8 Exam Update
  – Overview presentation / webinar to be scheduled for March 15th from 11:00 - 12:00. before the CIO meeting.
  – Process is very similar to last year.
    ■ ELA is still only 1 book this year (One barcode label)
    ■ Science Performance process is new
      ● Performance booklets need to be placed in front of Written booklets
      ● Appendix III Record Sheet data entered through box label creation website. status.oscworld.com

• Answer Sheet Printing Update
  – ELA - Monday, February 18th - 2nd printing March 11th
  – Math - Monday, March 11th - 2nd printing April 14th
  – NYSESLAT - Monday March 17th - 2nd printing April 28th
  – Science - Monday April 7th - 2nd printing May 5th
January 2019 Regents

- January Regents is in full swing and all exam answer keys have been verified by our staff for our Level 1 result reports.
- By today **Friday, February 1st**, All answer sheets should be:
  - Scanned (In-District Scanning participants) OR
  - Returned to the LHRIC for processing (Post districts)
    - Call 914-592-4203 x3001 to make an appointment for returning answer sheets
- By February 21st at 2:30, please load Assessment Fact (Scores) to the L0-L1 DW once all of your scores are calculated.
- Please make sure to confirm the IDs on any write in extra answer sheets as there are records that are not loading to level 1.

Level 1:
In District Scanning Regents Score Report

New “18-19 School Year” Tab
NYSITELL - Refresher

- If you run low on answer sheets throughout the season please contact the LHRIC by emailing lhrictesting@lhric.org including the levels and quantities of blanks you need. Please give us a few days notice to print / mail.
- Make sure the answer sheets are filled out completely including the full 9 digit ID.
- For districts giving a large volume of NYSITELL exams we encourage you to provide a sorting layout for pre-printing sheets.
- Make sure you are testing students at the correct level
- You can re-test if the student was given the wrong level exam.

Lo v14.02 Update - Reasonability Setting

- Reasonability Settings have been added to Lo
- Purpose is to assist districts in the prevention of data loss
- Only available for the Enrollment domain. Staff, Student Course/Programs Fact will be in later versions.
- On import, it compares the number of records in your file against the number of records in Lo
  - You can override and continue with import or cancel the import.

- The number of records you are importing (count = 14) compared to the number of records currently in the database (count = 3544) falls outside the district reasonability percentage (25%) set for your district: 99.65%.
- Do you want to continue with this import?
  - Override and continue with import
  - Cancel import

Import/Validation Messages:
- The data file has been prepared for validating. Click the validate button below to begin the validation process. Please be patient, since this process could take some time, especially if there are many thousands of records to validate. Additionally, there may be multiple districts validating simultaneously which may also slow down the validation process. Thank you.
Lo v14.02 Update - Reasonability Setting

- When performing L1 Data Prep, it compares the number of records currently in Lo against your previous export.
- It doesn’t prevent you from exporting data

Enrollment Data Prep for Level 1:
Verification Checks:
Performs a 2nd level of error checking. When Level 0 has an 'W/F' error level set to 'Fatal', Enrollment data cannot be sent to Level 1 until this process has been completed with no errors.

Validate Now

Succeed: No Verification errors found. You may now lock the data and create a file for level 1 submission.

Warning: the number of records you are exporting (count = 14) compared to the number of records exported during the last level 1 extract on 1/25/19 (count = 3964) falls outside the district reasonability percentage (25%) set for your district: -99.65%.

Check the box below and click the button to create export file.
☐ By checking this box 1 (the District Admin,) assert that the Enrollment data for this school district is ready for submission to the Level 1 database.
Note: Checking this box will lock the Enrollment data for this district. The data will be unlocked when the file for level 1 submission has been created, or by manually unchecking this check box.

Create File for Level 1 Submission
Save As
Data Prep. messages...

Lo v14.0 Reminders

- Records will not export out of Lo without an enrollment record.
- This means each time you import a new demographic file you should import a new enrollment file at the same time.
- To avoid errors, always perform Data Prep for L1 for Demographics and Enrollment as a pair

Demographics Data Prep for Level 1:
Verification Checks:
Performs a 2nd level of error checking. When Level 0 has an 'F/F' error level set to 'Fatal', demographic data cannot be sent to Level 1 until this process has been completed with no errors.

Note: If student(s) with demographic records have no enrollment records, and will NOT be exported to Level 1. (See 'No Enrollment Rpt' for more info)

Validate Now

Succeed: No Verification errors found. You may now lock the data and create a file for level 1 submission.

Warning: The data has been written to a new file on the web server in preparation for being loaded into the Level 1 database. Click the 'Save As' button to download this file to your computer. Also, the student's demographic data has been unlocked and is now available for updating.
If you see the red error message below while performing Data Prep on any Student data domain- Demographics, Programs, Assessments, Class EE etc proceed directly to the ‘No Enrollment Report’ in Demographics

This district loaded 4648 demographic records and 191 enrollment records.

Demographic Upload log shows only 190 records exported from Lo to L1

Before you load to Lo and L1 know your counts

After you load from Lo to L2 review your counts in the L1 Record Counts report the following day
2018-19- L0 Historical Update

- **Lo Historical** is open for updates to 17-18 school year and prior.

- All updates will be saved in a ‘pending’ state until the School Report Card release. No historical changes will flow to L1 or L2

- Lo Historical:  
  https://l0historical.nyseddata.org

- Entitling LoH users in SEDDAS  

2018-19 BEDS Reporting

- **Students**
  - Special Ed BEDs Day Snapshot  
    - Last day to load data 1/3/19
  - L2RPT BEDs Enrollment-  
    - 1 st pull of data 1/3/19  
    - 2 nd pull of data 3/21/19  
    - Final pull of data August 2019

- **Staff**
  - ePMF Locked down for teachers  
    - 12/14/18
  - Admin ePMF review and Certification done in TAA 2/1/19
  - Non-Teaching Staff Snapshot/Staff Assignment – due to L1 – Thursday 1/31/19
**BEDS L2RPT Enrollment Reports**

- **March 21st @ 2:30pm**: 2nd extract of data for State Aid enrollment and FRPL for districts/charters (verification not certification)
- **August**: final BEDs extract

- **BEDS Preliminary Snapshot Data Reports**
  - SIRS 312.1, 313.1, 314.1, 316.1, 323.1
  - BEDs reports with the “.1” extension are now populated with the January 4th data submission
  - Use for comparison when reviewing for March

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**Note**: The March pull of BEDs Enrollment data focuses on FRPL, ELL students and Immigrants.

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**IRS Portal – 3 Year Enrollment Summary**

- NYSED refreshes these weekly on irs portal
- Displays BEDs days counts over the last the 3 years
- Use to compare FRPL, enrollment and UPK counts
- Separate report identifying enrollment changes week to week to prevent data loss

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<table>
<thead>
<tr>
<th>STATE AID 3-YEAR BEDS DAY ENROLLMENT SUMMARY</th>
<th>MODIFIED DATE: 1/25/2019</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>New Enrollments</strong></td>
<td><strong>Count</strong></td>
</tr>
<tr>
<td>1. SIRS 312.1, FRPL Students, Eligible for State Aid</td>
<td>3,290</td>
</tr>
<tr>
<td>2. SIRS 313.1, ELL Students, Eligible for State Aid</td>
<td>3,092</td>
</tr>
<tr>
<td>3. SIRS 314.1, Immigrant Students, Eligible for State Aid</td>
<td>3,072</td>
</tr>
<tr>
<td>4. SIRS 316.1, Special Education Students, Eligible for State Aid</td>
<td>3,050</td>
</tr>
<tr>
<td>5. SIRS 323.1, Other students, Eligible for State Aid</td>
<td>3,030</td>
</tr>
</tbody>
</table>

**State Aid 3-Year BEDs Day Enrollment Summary Changes**

<table>
<thead>
<tr>
<th>New Description</th>
<th>Data Year</th>
<th>Old Value</th>
<th>New Value</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>6. SIRS: #1</td>
<td>Fall 2018</td>
<td>3,290</td>
<td>3,292</td>
<td>+2</td>
</tr>
<tr>
<td>12. SIRS: Resident General Education Students Enrolled in ROCES Full Time</td>
<td>Fall 2018</td>
<td>44</td>
<td>43</td>
<td>-1</td>
</tr>
<tr>
<td>17. SIRS: #2 Free Lunch Eligible Applicants</td>
<td>Fall 2018</td>
<td>3,094</td>
<td>3,095</td>
<td>+1</td>
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<tr>
<td>18. SIRS: #12 Free Lunch Eligible Applicants</td>
<td>Fall 2018</td>
<td>3,102</td>
<td>3,100</td>
<td>-2</td>
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L1 Reports for BEDS Verification

**Level 1 Verification Report Summary (as of Oct 14, 2018)**
2018-19 School Year

<table>
<thead>
<tr>
<th>Report Description</th>
<th>BEDS Verification</th>
<th>Assessment Verification</th>
<th>Teacher</th>
<th>OER Rider Verification</th>
<th>End of the Year Verification</th>
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<tbody>
<tr>
<td>1.1.1 Demographics: Local Level Demographics</td>
<td>0</td>
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<tr>
<td>1.1.2 Demographics: Location Demographics</td>
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<tr>
<td>1.1.3 Demographics: State ID Demographics</td>
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<td>1.1.4 Demographics: Student State ID and Local ID</td>
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<tr>
<td>2.6.1 Enrollment: Summary/Missing Excellent/Class Date detail</td>
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<tr>
<td>2.7.1 Enrollment: Potential Incorrect Reporting of NYSSVE Student Records</td>
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<td>2.7.2 Enrollment: Initial Incorrect Enrollment</td>
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<tr>
<td>3.4.1 Enrollment: Students with Invalid EHCX and/or 144 Enrollment</td>
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<tr>
<td>3.4.2 Enrollment: Students with Open EHCX Enrollment (150 swim)</td>
<td>0</td>
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<tr>
<td>3.5.1 Enrollment: Disappearing Students</td>
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</tr>
<tr>
<td>3.5.2 Enrollment: EOC Disappearing Students</td>
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<tr>
<td>3.5.4 Enrollment: Students with HYDAS location</td>
<td>0</td>
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</table>

**Disclaimer:**
Discrepancies may occur between source data and the Levels of the Data Warehouse based on invalid data.

**Report Comments:**
- The verification process focuses on those L1 verification reports most relevant to the highlighted reporting cycle.
- Those highlighted reports are a subset of the majority of L1 verification reports that should be reviewed over the course of the year.
- This report is updated weekly over the weekend, based on the last L1 data load.

**NYSED Guidance:**
- Homeless students are automatically eligible for Free Lunch.
- That eligibility remains with the student for the entire school year even if the family subsequently obtains permanent housing, and homeless program service record (8262) (exit date) is ended.
- The FRPL program service record should remain open for the remainder of the school year and the FRPL eligibility type code should be HOMELESS.

- **Review 3.1.1 Program Services:** Details for Homeless Students reported with the new code 8262
- **NYSED Guidance:**
  - Homeless students are automatically eligible for Free Lunch.
  - That eligibility remains with the student for the entire school year even if the family subsequently obtains permanent housing, and homeless program service record (8262) (exit date) is ended.
  - The FRPL program service record should remain open for the remainder of the school year and the FRPL eligibility type code should be HOMELESS.
Change to Count of Immigrant Children & Youth Reporting -18-19

- NYSED is changing the way they collect counts of immigrants for public and charter schools
- In years past- Immigrant Children and Youth counts were collected via online survey
- NYSED will now do a BEDS Day count using the March 21st snapshot
  - Verification method TBD
  - The count will be based on the 8282 Program service record being open on BEDS Day
    - As in the past, public schools were asked on the BEDS IMF form to report immigrant students attending non pubs in their district.

Change to Count of Immigrant Children & Youth Reporting -18-19

- Exiting Immigrant Students Update- SIRS Manual
  - In December were notified by NYSED that immigrant students whose status (more than 3 years US Schools) ends prior to June 30th, should have their 8282 program service record left open until the end of the school year in which their immigrant status ends, rather than ending it on the exact date the 3 years is up.
  - Doing so will allow more students to be counted in this Beds Day collection.

Exit Date: June 30th of the year in which the student no longer fits the

Immigrant Children and Youth Status — Code 8282
Level Designation: District-level service.
Description: Identifies children who fit the definition of Immigrant, as indicated in Appendix VI: Terms and Acronyms.
Purpose: Used to identify students for federal reporting purposes.
Entry Date: Date student identified as immigrant.
Exit Date: June 30 of the year in which the student no longer fits the definition of immigrant.
Reason for Ending Code: Not used.
New L1 Report- 3.16.1- Immigrant Student Details

- Review Report 3.16.1 – look for student’s whose 8282 exit date is prior to BEDS day
- Report can be downloaded to Excel

Staff Data Collection- Teachers

- ePMF Staff Data Collection –Teachers
  - **Friday February 1st**– Superintendents, BOCES superintendents and charter school leaders submit ePMF data for Certification –FINAL
  - Certification is performed within the TAA application. There is no form to fill out
  - https://eservices.nysed.gov/taa/login.htm

- Please note: the Superintendent’s logon is the only one who can Submit and Certify ePMF forms
  - Once Supt certifies, the forms will be locked and data are frozen
  - This means changes to Staff Snapshot will not be reflected in frozen data
  - Forms with statuses other than “Submitted” ("Saved", "Incomplete") will not be used for reporting.

- The official source of BEDS data for Teachers:
  - Staff Snapshot (from HR)
  - ePMF Teaching Assignments
Course Instructor / Class Entry Exit Reminder

- Reported by Districts, Charters and BOCES
- CIA/SCEE data used for multiple purposes this year:
  - Parallel collection year with ePMF - The January extract of data will be used for modeling Out of Certification reports in L2
  - Will be used in ESSA accountability as the source of student enrollment in advanced dual/credit course work
- Will be the source of class size data reported on data.nysed.gov
- Continue to load through August

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<th>Date</th>
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<tr>
<td>February 1, 2019</td>
<td>2018-19 Staff Snapshot and Staff Assignment Data Due</td>
</tr>
<tr>
<td></td>
<td>Staff and course counts used for federal reporting.</td>
</tr>
<tr>
<td></td>
<td>PMF Teacher data will be certified in the TAA system.</td>
</tr>
<tr>
<td></td>
<td>All courses, students and teachers should be current to date. Data can be updated until SIRS closes in August.</td>
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</tbody>
</table>

Staff Student Course Reminders

- Now being refreshed daily at L2! Rosters in TAA are refreshed daily and SIRS 315-TSDL report
- The Staff Student Course template is used solely for APPR purposes
- Report 3-8 ELA/Math and Math regents courses only
- Staff Student Course data populates the TSRV (teacher roster verification) area in TAA
- Begin loading to Lo now
- Use the following Reporting Dates:
  - ELA 3-8: 2019-04-01
  - Math 3-8: 2019-04-30
  - Math Regents: 2019-06-03

For a complete list of active state course codes for 2018-19:
Order of Loading files to Lo

1) Location Marking Period
2) Course / Staff Snapshot
3) Course Instructor Assignment
4) Student Class Entry Exit

Staff Student Course

1) Location Marking Period
2) Course / Staff Snapshot
3) Staff Student Course

2018-19 Reporting Requirements Update
### Student Class Grade Detail Changes for 18-19

- **NEW Field - Dual/Concurrent Credit code** - Field 25
  - Setting where the student is taking the course for College credit.
  - Leave blank for non-dual enrollment courses.
  - BOCES
  - COLLEGE
  - OTH/DST
  - INDST
  - OTHER

*This data along with the Dual Credit Indicators in SCEE will be used to determine high school credit earned through participation in dual enrollment courses for ESSA.*
New Credential Type Code - 2018-19 - Student Lite

- A new credential type code has been added – 069- Local Diploma w/Supt Determination

- Superintendent can make a local determination that a student with disability has otherwise met the standards for graduating w/local diploma even though they are unable to demonstrate proficiency on Regents exams

- This option is available to students with current IEP's only– not available to students with 504 plans.


New for 18-19
Interstate Compact on Military Exemptions

- In 2014 NY adopted the Interstate Compact on Educational Opportunity for Military Children (the Compact)

- The Compact addresses the challenges facing military children as a result of their frequent relocations.

- Outlines the req's that all Public districts and Charter schools must adhere to when enrolling and educating these children.

http://www.nysed.gov/curriculum-instruction/interstate-compact/
New for 18-19 Interstate Compact on Military Exemptions

- Under the Compact, certain children of active duty military families in transition may substitute assessments taken at a previous school for required Regents Examinations leading towards a diploma.
- New Assessment Codes added to SIRS for Interstate Compact on Military Exemptions
- These ‘exempt’ Assessment records must be reported in Assessment Fact with a score of ‘65’

*The score of 65 is for cohort reporting only and should not be recorded on the transcript

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<th>Description</th>
<th>Subject Area</th>
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<td>Military Compact Exempt Global History</td>
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<tr>
<td>Military Compact Exempt U.S. History&amp;Gov't</td>
<td>Social Studies</td>
<td>MC404</td>
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<td>Mathematics</td>
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<td>Military Compact Exempt Algebra II</td>
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<td>MC411</td>
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<tr>
<td>Military Compact Exempt Physical Setting/Physics</td>
<td>Science</td>
<td>MC412</td>
<td>Numeric</td>
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New CDOS Assessment for 2018-19

- A CDOS Pathway Exam code has been added to indicate satisfaction of requirements for CDOS pathway
- Students may earn the CDOS Credential by completing all requirements or by passing a Department approved nationally-recognized work readiness assessment.
- Report Dept approved CDOS assessments as ‘CDOS Pathway Exam’ in Assessment fact
2018-19 Reporting Requirements Update – Student Daily Attendance

- Student Daily Attendance will be required to be certified including Out of School Suspensions
- Out of School Suspension will be an future indicator of ESSA starting with 18-19 results
- Required extracts to populate L2RPT Attendance Reports
- Attendance Codes (Student) - load into Lo Express
- Day Calendar
- Student Daily Attendance
- BOCES are required report Student Daily Attendance data in 18-19 by virtual location

2018-19 Reporting Requirements Update - Student Daily Attendance

- SIRS Manual:
- Suspended Students:
- Do not end enrollment when suspended
- Suspended students are not to be reported as homebound
- Report full day suspensions only
- Reported as an absence reason in Student Daily Attendance
L2RPT Update

- New ESSA Accountability reports-
  - SIRS-110 Student Daily Suspension Accountability Report
  - SIRS-111 School Year Suspension Accountability Report

Order of Loading Attendance Files to Lo

1) Attendance Codes (load to Lo Express)
2) Day Calendar
3) Student Daily Attendance

Should load to Lo now through Aug
Attendance Code – Lo Express Reminder

- When you load attendance code data to Lo Express you MUST:
  - Lock attend. Data for upload &
  - Create & Save File for L1 Submission
- This makes your code mapping available to Lo for immediate use
- Proceed to Loading your Student Daily attendance and Day Calendar

Student Daily Attendance Reporting Reminders

- Review SIRS- 370- Day Calendar report- reasonability for the count of Instructional Days, Holidays, etc..
- Run Day Calendar / Attendance Codes / Student Daily Attendance Extracts for your In-District Buildings only- no OOD
- There are edit checks in Lo checking to make sure each building you’re loading daily attendance for has a Day Calendar and every grade level in the building is accounted for
2018-19 Reporting Requirements Update- P-Tech

- **P-Tech programs:**

  P-Tech Programs are programs in which students earn a Regents diploma, get workplace experience, and receive an Associate’s degree or credits towards one over 6 years of high school. Students in these programs qualify for ELL, disability, and FRPL services throughout the entire 6 years of the program.

  - P-Tech students must remain enrolled in their attending school throughout the duration of the program.

  In 18-19, all students enrolled in an NYS P-Tech Program must be reported with the following:

  - **Program Service record with code -4026- NYS P-tech**
    - Program Duration field report the # of years student is in the program (1-6)
    - Program beginning/end dates
  - Districts who must report P-Tech Program data

  | Hudson Valley P-Tech @ Rockland BOCES |
  | East Ramapo                     |
  | South Orangetown                |
  | Haverstraw-Stony Point          |
  | Pearl River                     |
  | Greenburgh Central              |
  | Suffern                        |
  | Nyack                          |

  **Focus on- P-tech students in Year 5**

  - **Important! For P-tech students who earned their Regents diploma in June 2018**
    - Students in year 5 of their P-Tech programs should continue to be reported by their home district in grade 12 for all subsequent years that they are participating in the program.
      - The expectation is at the end of year 4 these students should’ve complete all required high school courses and Regents requirements.
          - They were to be reported as graduates with a 0065 enrollment exit code in June 2018 if they were continuing in the P-Tech program.
    - Review your SIS extracts and ensure year 5 students are extracting
    - If the student is in year 5 of the program and doesn’t have a P-Tech program service record or Program Duration of 5, the student will display as “still enrolled” in the cohort reports and no longer count as a graduate.
Civil Rights Data Collection Update

- Scheduled to open Feb 4th. Submission deadline is April 22nd.
- The CRDC is a mandatory biennial (i.e., every other school year) survey.
- All public schools including charter schools need to report.
- Reporting on 17-18 school year data.
- Technical assistance website crdc.grads360.org provides guidance on data collection and submission, data tips, and CRDC data submission tool training documents.

ESSA Update

- ESSA Fact Sheets have been posted to NYSED Website
- ESSA fact sheets are available teachers, parents and school board members.
- These summary documents explain the ESSA plan in plain language
Important Due Dates/Timeline

- **Friday February 1st** – ePMF data Certification due in TAA
- **APPR**
  - **Friday February 1st** - Submission deadline for the Independent Evaluator Hardship waiver for the 2018-19 school year
  - This is an annual submission.
  - Districts/BOCES must submit an application by February 1st of each school year through the SED Monitoring and Vendor Performance section of the NYSED Application Business Portal. [https://portal.nysed.gov/](https://portal.nysed.gov/)
  - **Friday March 1st** - deadline for material changes to 18-19 APPR Plans
- **Thursday March 21st @ 2:30pm** - 2nd pull of BEDS Data for State Aid–focus on FRPL /ELL /Immigrant Programs

Suggested Extract Loading Schedule

<table>
<thead>
<tr>
<th>Extract</th>
<th>Uses</th>
<th>When to Load to</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Lite (SIS)</td>
<td>Loaded All year long to support NYSSIS, BEDS reporting, Testing, Teacher Roster verification/APPR, Accountability reporting etc..</td>
<td>September-August</td>
<td></td>
</tr>
<tr>
<td>Entry/Exit (SIS)</td>
<td>Loaded All year long to support NYSSIS, BEDS reporting, Testing, Teacher Roster verification/APPR, Accountability reporting etc..</td>
<td>September-August</td>
<td></td>
</tr>
<tr>
<td>Programs Fact (SIS)</td>
<td>Loaded All year long to support BEDS reporting, Testing, APPR, Accountability reporting, LEP etc..</td>
<td>September-August</td>
<td></td>
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<tr>
<td>Programs Fact (IEP)</td>
<td>Loaded All year long to support SPED BEDS reporting, Testing, APPR, Accountability reporting, etc..</td>
<td>September-August</td>
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<tr>
<td>Special Ed Beds Day Snapshot (IEP)</td>
<td>Loaded to support Special Ed Beds collection</td>
<td>September – December</td>
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<tbody>
<tr>
<td>Assessment Fact (SIS)</td>
<td>Assessments reported thru Lo: All Regents, Regents Alternatives, CTE, CCR. (AP/IB exams)</td>
<td>October for August Regents, Regents Alternatives, July for Regents, CTE, CCR (AP/IB)</td>
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<td>*Course (SIS)</td>
<td>Dependent files for: Staff Student Course</td>
<td>Student Class Grade Detail</td>
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<td>*Location Mkg Period (SIS)</td>
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<td>Staff Student Course (SIS)</td>
<td>Teacher Roster verification/APPR, ELA/Math CBT</td>
<td>November – June</td>
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<tr>
<td>Course Instructor Assignment (SIS)</td>
<td>PMF BEDs reporting Teachers</td>
<td>December - Jan (ePMF Parallel Collection 18-19) Feb - Aug for ESSA</td>
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<tr>
<td>Student Class Entry Exit (SIS)</td>
<td>PMF BEDs reporting Teachers</td>
<td>December - Jan (ePMF Parallel Collection 18-19) Feb - Aug for ESSA</td>
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<td>Staff Snapshot (HR)</td>
<td>PMF Reporting, Teacher Roster Verification, APPR</td>
<td>September - January for PMF Feb - June for APPR</td>
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<tr>
<td>Staff Assignment (HR)</td>
<td>PMF Reporting, APPR for Principals</td>
<td>September - January for PMF Feb - June for APPR</td>
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</table>

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<tr>
<td>Attendance Codes (SIS)</td>
<td>Chronic Absenteeism reporting (ESSA Accountability)</td>
<td>February – August</td>
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<tr>
<td>Day Calendar (SIS)</td>
<td>Chronic Absenteeism reporting (ESSA Accountability)</td>
<td>February – August</td>
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<td>Student Daily Attendance (SIS)</td>
<td>Chronic Absenteeism reporting (ESSA Accountability)</td>
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<td>Staff Tenure (HR)</td>
<td>APPR</td>
<td>April - August</td>
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<td>Staff Attendance (HR)</td>
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<td>COSF Assessment Fact (IEP) if applicable</td>
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<td>EOOY Snapshot (IEP)</td>
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<td>Events Extract (IEP) if applicable</td>
<td>VR 11-14</td>
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<td>Staff Evaluation Rating</td>
<td>APPR</td>
<td>August - October</td>
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Upcoming Meetings

Changed Dates:

**Wednesday, Feb 13** - 1:30-2:30PM (Districts Using APPR Tool) APPR Preparations and Timelines

**Wednesday, Feb 27** - 1:00-3:00PM - Data Analysis Report Committee

Upcoming CIO Meetings
(Webinar and 450 Mamaroneck Ave-Westchester Rm.)

**Friday, March 15, 2019 - 1:00PM**

**Friday, April 05, 2019 - 1:00PM**

**Friday June 14, 2019 - 1:00PM**
<table>
<thead>
<tr>
<th>Name</th>
<th>Contact Information</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kathy Conley, Executive Director</td>
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<td>Jose Gonzalez</td>
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<td>Akila Sriram</td>
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</table>
TO: Deputy Superintendents
   School Superintendents
   Public School Leaders
   Charter School Leaders

FROM: Angelica Infante, Deputy Commissioner

SUBJECT: ESSA Required Data Collection & Reporting Requirement re. Postsecondary Enrollment at Institutions of Higher Education

This memorandum is to inform districts and schools of an ESSA required data collection and reporting requirement regarding postsecondary enrollment at institutions of higher education.

Section 1111(h)(1)(C)(xiii) of the ESEA, as amended by the ESSA, requires a State and its LEAs to report, where available and beginning with the report card prepared for 2017, rates of enrollment of high school graduates in the academic year immediately following graduation in programs of public postsecondary education in the State and, if data are available and to the extent practicable, in programs of private postsecondary education in the State or programs of postsecondary education outside the State. The postsecondary enrollment cohort rate must be reported in the aggregate and disaggregated by each subgroup under section 1111(c)(2) of the ESEA, as amended by the ESSA, for each high school in the State for the immediately preceding school year.

To ease the burden to districts and comply with this ESSA requirement, NYSED is working to establish a statewide contract with the National Student Clearinghouse (NSC) for postsecondary enrollment data for students graduating from New York State high schools. The NSC is the only source of comprehensive postsecondary enrollment data for institutions of higher education across the nation.

The benefits of a statewide NSC contract:

- Districts will not need to create an in-house mechanism for collecting postsecondary enrollment.
- Districts will not need to report postsecondary enrollment data directly to NYSED as the data will come to NYSED from NSC.
• Districts will receive enrollment data for public and private, in-state and out-of-state institutions of higher education.
• Districts will receive postsecondary retention and graduation rate data for public and private, in-state and out-of-state institutions of higher education.

What districts and schools need to know:

• NYSED will use the data to comply with ESSA reporting requirements, and for other purposes as directed by the Commissioner.
• The data will be used for informational purposes only. No accountability determinations will be based on the data.
• Postsecondary enrollment data will be available for all high schools, regardless of the size of the high school.
• There are institutions of higher education that do not report data to NSC and there are students who opt out of NSC.
• NYSED will provide each Regional Information Center (RIC) with data files for the schools and districts they service. RICS will work to provide data, in accordance with ESSA requirements, back to districts and schools. RICS may also provide additional reporting.
• NYSED will manage data going to and returning from NSC:
  o NYSED will submit data from SIRS to NSC up to four times a year.
  o NSC will provide a return file containing postsecondary enrollment and graduation data to NYSED three times a year: Fall, Spring and Summer
• NYSED will load the NSC data into existing SIRS database tables that will populate four existing L2RPT reports for district and school review:
  o SIRS-601 Postsecondary Enrollment Summary
  o SIRS-602 Postsecondary Enrollment and Progress of Student by High School Cohort
  o SIRS-603 Postsecondary Enrollment Freshman to Sophomore Retention Summary
  o SIRS-604 Postsecondary Graduation Summary

It is expected that the statewide NSC contract will go into effect for the 2019-20 school year.

For additional information, please contact your Regional Information Center.