Intro to Class Size Reporting

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Overview

- Formats, Elements, and Tables used in Class Size Processing
  - No Core Courses Scheduled on Friday
  - Required Formats
  - Classroom ID/FISH Number
  - MSID and Course Code Directory
  - Scheduling Methods and Special Adjustments
  - Common Data Reporting Errors

- Overview of Class Size Process and Resources
  - Survey Dates
  - 2020-21 Process Overview
  - Class Size Data Quality Application
  - Class Size Reports
  - Class Size Technical Assistance Document

Florida Department of Education — fldoe.org

2020-21 Class Size Changes

- There were no legislative changes to Class Size for 2020-21.

2019-20 Percent Non-Compliant
(pre-appeals)

	Total	Non-Compliant	Percent Non-Compliant
Traditional Classrooms	14,580	288	1.97%
Choice Schools	2,900	23	0.79%
Charter Schools	659	13	1.97%

Summary of Class Size Core Course Changes

- 2 core courses removed starting with 2020-21

- 22 core courses added beginning with 2020-21

- Total 2020-21 class size core courses = 345

- 2020-21 Class Size Core Course list:
  - Course Code Directory file (updated weekly):
  - **DPS.DISTRICT.K9.F62806.Y2021**
    - Record position 687: "Y" = Class Size Core Course

Source: http://www.fldoe.org/core/fileparse.php/7746/urlt/SummaryofChanges2021.pdf

Formats, Elements, and Tables Used in Class Size Processing

Student Couse Schedule Format	Teacher Course Format
• District Number, Current Enrollment • School Number, Current Enrollment • District Number, Current Instruction/Service • School Number, Current Instruction/Service • Course Number • Section Number • Period Number • Grade Level • Term • Day of Week Scheduled, Monday • Day of Week Scheduled, Tuesday • Day of Week Scheduled, Wednesday • Day of Week Scheduled, Thursday • Day of Week Scheduled, Friday • Day of Week Scheduled, Saturday • Day of Week Scheduled, Alternate Date Certain • Class Minutes, Weekly • Florida Education Identifier	• District Number, Current Enrollment • School Number, Current Enrollment • District Number, Current Instruction/Service • School Number, Current Instruction/Service • Social Security Number (Teacher) • Term • Term/Survey Indicator • Course Number • Section Number • Period Number • Facility Type • Classroom Identification (FISH) Number • Scheduling Method • Certification/Licensure/Qualification Status • Team Teacher Training • Blended Learning Course

Classroom ID/ FISH Number

Every unique classroom must be assigned a Classroom ID/FISH Number.

- Reported Facilities files are created automatically by FDOE twice a day during daily processing window

    - AM run includes updates processed overnight
      *DPS##.GQ.**F70303**.Yyyyy.INITIAL.FISH (AM file)*

    - PM run includes updates since 12 noon
      *DPS##.GQ.**F70393**.Yyyyy.BATCH.FISH (PM file)*

    - File format - *DPS.District.Format.Yyyyy (F70393)*

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Other Important Tables

Master School ID Table	Course Code Directory
• Used to accurately identify specific schools. 　• Department of Juvenile Justice Facilities, Charter Schools, Virtual Schools, Magnet Schools, Alternative Schools, Schools of Choice, Innovation Schools of Technology, Schools of Excellence, and Principal Autonomy Schools	• Used to accurately identify core courses. 　• Mathematics, Language Arts/Reading, Science, Social Studies, Exceptional Student Education, and English for Speakers of Other Languages courses • DPS.DISTRICT.K9.F62806.Y2021

Special Scheduling:
No Core Courses Scheduled on Friday

- The algorithm only counts classes taught on Friday.

- Some schools have NO core courses scheduled on Fridays.

- No core courses scheduled on Friday?

  - If an <u>ENTIRE</u> school has no core courses scheduled on Friday, code the Day of the Week Scheduled Alternate, Date Certain 'Y' for another representative day chosen by the district.

    - This does not apply to schools not operating on Friday during Survey Week due to holiday or planning day.

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Steps in Class Size Calculation

Mrs. Johnson's 7th Grade Math Class

23 students
- Room 101
- Term 1
- Period 4

Scheduling Methods

CODE	TITLE	DEFINITION	FACTOR
A	Alternate Week Schedule	Teacher meets with different groups of students in same course/classroom on same day, but alternate weeks.	All students are aggregated, unduplicated, and divided by 2.
B	Block Scheduling	Course is scheduled so that students may earn one credit in the course in a semester.	All students are aggregated, unduplicated, and divided by 1
C	Co-teaching	A classroom in which two or more teachers share responsibility for planning, delivering, and evaluating instruction for all students in a class. In order to be considered co-teaching, this delivery system is provided whenever a class/subject is taught by two or more teachers and must continue for the entire class period.	All students are aggregated, unduplicated, and divided by the number of teachers in the same term/FISH/period coded "C".
G	Individual or Small Group Instruction (Separate Setting)	Teacher meets with an individual student or small group of students in a separate classroom setting.	All students are aggregated, unduplicated, and divided by 1.
I	In-Class One-on-One (with Self-Contained)	Teacher meets with an individual student or small group of students on an individualized basis within a traditional classroom but not as a co-teacher.	All students assigned to the teacher coded "I" are divided by all teachers in the class.
M	Multiple-Use Classroom or Pod	More than one class meets during the same period in a space designated by one FISH number but separated by temporary "walls."	All students are aggregated and divided by the number of teachers coded "M".
S	Self-contained	One teacher provides total instruction for the entire class period.	All student are aggregated, unduplicated, and divided by 1.
W	Wheel Class	Same course meets in the same room with the same teacher during the same period on multiple days of the week, but with different groups of students.	All students are aggregated, unduplicated, and divided by 1.

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Mrs. Johnson's 7th Grade Math Class

Step 1. Count the number of students in each course within each class (term*/period/FISH).

Room 101- Term 1- Period 4= 23 students in a 7th grade math course

Step 2. Determine the _main course**_ taught in each class based on the course with the majority of students.

Main Course = Math Grade 7

• Math grade 7= 23 students

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Mrs. Johnson's 7th Grade Math Class

Step 3. Determine *main grade* taught in each class based on the grade with the majority of students in the *main course*.

Math Grade 7 Course

- 19 Grade 7 Students
- 4 Grade 6 Students

Step 4. Identify the classroom in which the *main course* is a **"core"** course. Use only these classrooms in the remaining steps.

Main Course = Math Grade 7

Course Code Directory Table - DPS.DISTRICT.K9.F62806.Y1920

Yes. Math Grade 7 is a core course.

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Mrs. Johnson's 7th Grade Math Class

Step 5. Count the number of students in each classroom allowing for adjustments based on Scheduling Method.

Room 101- Term 1- Period 4 = 21 students

Math Grade 7 - Section 1 Scheduling Method S	Math Grade 7 - Section 2 Scheduling Method I
23 students	3 students

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Math Grade 7 - Section 1 Scheduling Method S	Math Grade 7 - Section 2 Scheduling Method I
20 students	3 students

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Math Grade 7 - Section 1 Scheduling Method S	Math Grade 7 - Section 2 Scheduling Method I
20 students	1 students

20 students + 1 student =21 students

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Mrs. Johnson's 7ᵗʰ Grade Math Class

Only proceed to Step 6 if the school is not a traditional public school for class size purposes.

Step 6. Calculate the grade group average for Charter Schools, Schools of Choice, Schools of Excellence, and Principal Autonomy Program Schools.

Formula for each grade group average: Total students in each core course **divided by** total number of core classrooms.

Class Size Exclusions

Facility Types =

- 02 (Hospital),

- 05 (State Correctional),

- 06 (Federal Correctional),

- 07 (County Correctional),

- 08 (City Correctional),

- 09 (Other facility not owned by school district) **–** Courses in this facility type are excluded if course number begins with alpha

- 10 (Home)

Class Size Exclusions

School Numbers =

- 3518 (McKay)
- 3900 (FES)
- 7001, 7004, 7006, 7023 (Virtual)
- 9994-9997, (Reportable Programs)
- N998 (Home Education)
- N999 (Out-of-state or nonpublic)

- District = 68 (FSDB), 71 (FLVS)

- School Function Setting = D (DJJ), V (Virtual)

Class Size Exclusions

- Duplicate students in the same class
- Note: If a student is enrolled in both an Inclusion and Non-Inclusion course, the Inclusion course record is included in the Inclusion adjustment.

- Postsecondary (Dual Enrollment Course)- Course Number that begins with an alpha character

- Blended Learning Courses – Teacher Course Records where *Blended Learning Course* = Y

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Class Size Exclusions

- Period Number NN88 (where NN is numeric) - Non-standard meeting time course in which the student is scheduled in classes that meet differing periods during the week

- Days of the Week Scheduled not equal to Friday

- Term/Survey Indicator = "N" (Term is not occurring during state reporting period being submitted)

Common Data Reporting Errors

- Missing co-teacher record

- Incorrect Period or FISH reported

- Missing inclusion teacher record

- Blended Learning field incorrectly coded

Overview of Class Size Process and Resources

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2019-20 Class Size Reporting

Survey 2

- Survey Week: October 5-9, 2020

- Due Date: October 16, 2020

- State Processing: October 12-30, 2020

- Final Update/Amendment: December 15, 2020

Survey 3

- Survey Week: February 8-12, 2021

- Due Date: February 19, 2021

- State Processing: February 15-March 5, 2021

- Final Update/Amendment: April 15, 2021

Why is the end of State Processing critical?

1. Ad hoc requests

2. Daily processing ends

3. Preliminary recalibrated FTE files
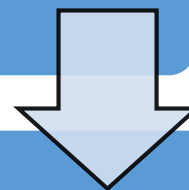
Survey 2
Survey Week: October 5-9, 2020
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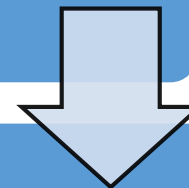State Processing: October 12-30, 2020
Final Update/Amendment: December 15, 2020

Overview of 2020-21 Class Size Process

Survey 2 Class Size Trial Runs take place in September. (Required formats: Student Course Schedule and Teacher Course)

After each class size processing, Class Size reports are produced over the weekend and made available for district download the following Monday.
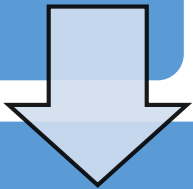
Class Size Data Quality Application is refreshed after Class Size reports are produced. Districts and charter schools may use the application to assist with resolving data reporting errors.

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Overview of 2020-21 Class Size Process

Final Survey 2 data (as of December 15) are used to determine compliance with class size maximums.

After class size compliance has been determined, districts and charter schools may submit a class size appeal due to data reporting errors or extenuating circumstances.

All data reporting errors must be corrected in the Class Size Appeal Web Application and supporting documentation must be uploaded to the EIAS ShareFile folder.

Class Size Data Quality Application

https://webapps01.fldoe.org/classsize/

- A great resource for troubleshooting data reporting errors or ensuring data quality.
- Districts may request access to this application by emailing K12Verify@fldoe.org.
- Charter schools may request access to the application by contacting their district's single sign-on administrator.

Class Size Reports

Report	Data File	Summary
F70408	**F70587**	**Provides school-level class averages by school/district. Used to determine compliance for Charter, Choice, Schools of Excellence, and the Principal Autonomy Program.**
F71167	**F71168**	**Only lists Traditional classroom/periods that have FTE overage. If the report states "NO DATA FOUND," that means your district does not have traditional rooms out of compliance.**
F70415	F70615	Summary report that displays the total adjusted student count and student and FTE overage per classroom/period. Shows Traditional, Charter, and Choice.
F70412	F70424	Detailed report for each grade PK-3 class listed in the district summary report F70415. This report will show you all courses, sections, and grades in every FISH/period. Shows Traditional, Charter, and Choice.
F70413	F70425	Detailed report for each grade 4-8 class listed in the district summary report F70415. This report will show you all courses, sections, and grades in every FISH/period. Shows Traditional, Charter, and Choice.
F70414	F70426	Detailed report for each grade 9-12 class listed in the district summary report F70415. This report will show you all courses, sections, and grades in every FISH/period. Shows Traditional, Charter, and Choice.

Class Size Reports

Report	Data File	Summary
F70466	F70588	Numerator and Denominators for all schools found on Class Average Table. Total Students = a Total Classes = b Average = a/b Students Over = a − (b*Grade Group Max)
F70467	F70470	(PK-3 report), List just those classroom/periods whose adjusted student count is CAP+10 or 10 and under. Shows Traditional, Charter, and Choice.
F70468	F70471	(4-8 report), List just those classroom/periods whose adjusted student count is CAP+10 or 10 and under. Shows Traditional, Charter, and Choice.
F70469	F70472	(9-12 report), List just those classroom/periods whose adjusted student count is CAP+10 or 10 and under. Shows Traditional, Charter, and Choice.
F70631	F70632	Counts all classroom/periods where at least one teacher has Scheduling Method = C.

Class Size Technical Assistance Document

- Available on the department's webpage under Technical Assistance Documents: http://fldoe.org/accountability/data-sys/database-manuals-updates/technical-assistance-documents.stml

- Document contains:

  - Details on the class size algorithm

  - Available reports

  - Frequently asked questions

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