

Deeper Dive into State Reporting

FAMIS CONFERENCE

JUNE 29, 2020

THIS SESSION WILL START AT 2:05PM EASTERN



Agenda

- Virtual Reporting
- Summer School
- ESE Scheduling
- Discipline/SESIR
- State Reporting Errors
- Survey “Windows”



Virtual Reporting

Summer Virtual Courses

District virtual instruction beyond the 180 day school year is limited to course completion and credit recovery. Course completion applies only to a student who is reported during Surveys 2 or 3 and who do not complete a virtual education course by the end of the regular school year. (s. 1011.61 (1)(c)bVIII2c., F.S.)

A new district virtual course offered during the summer months would not qualify for FTE.



The dreaded 2H error....

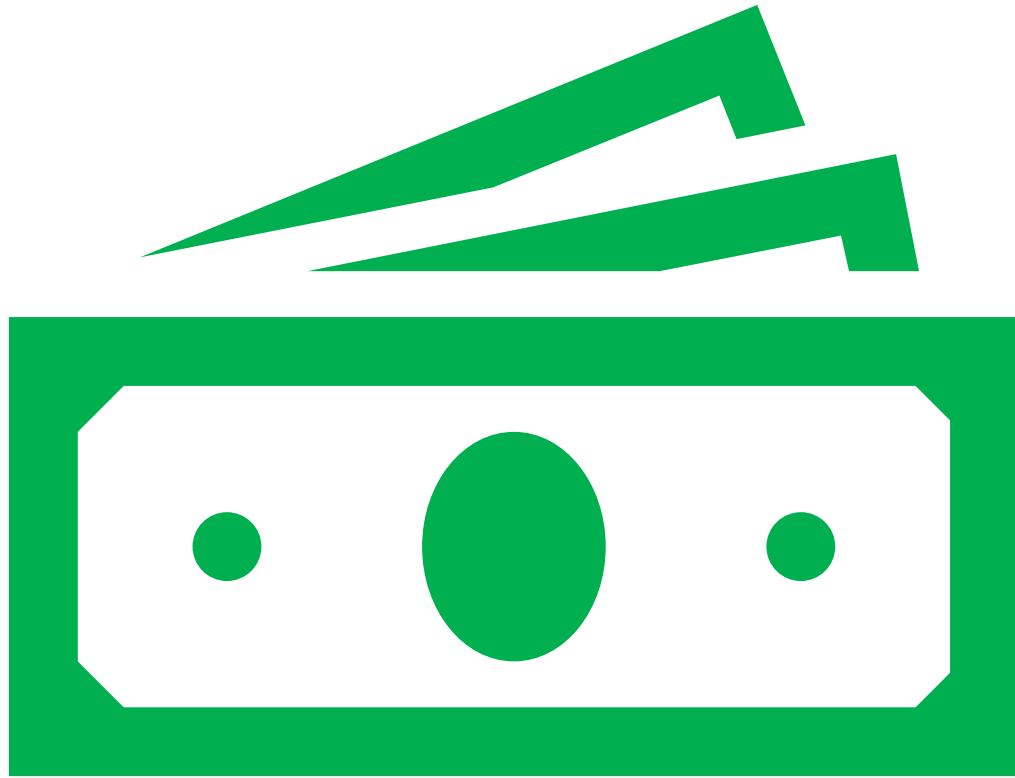
*2H - IF SURVEY = 4 AND ..

IF SCHL INST = 7001, 7004, 7006 OR 7023; ..

OR LOCATION OF STUDENT = T

THEN COURSE GRADE MUST NOT EQUAL IP





Partial Funding in Survey 4

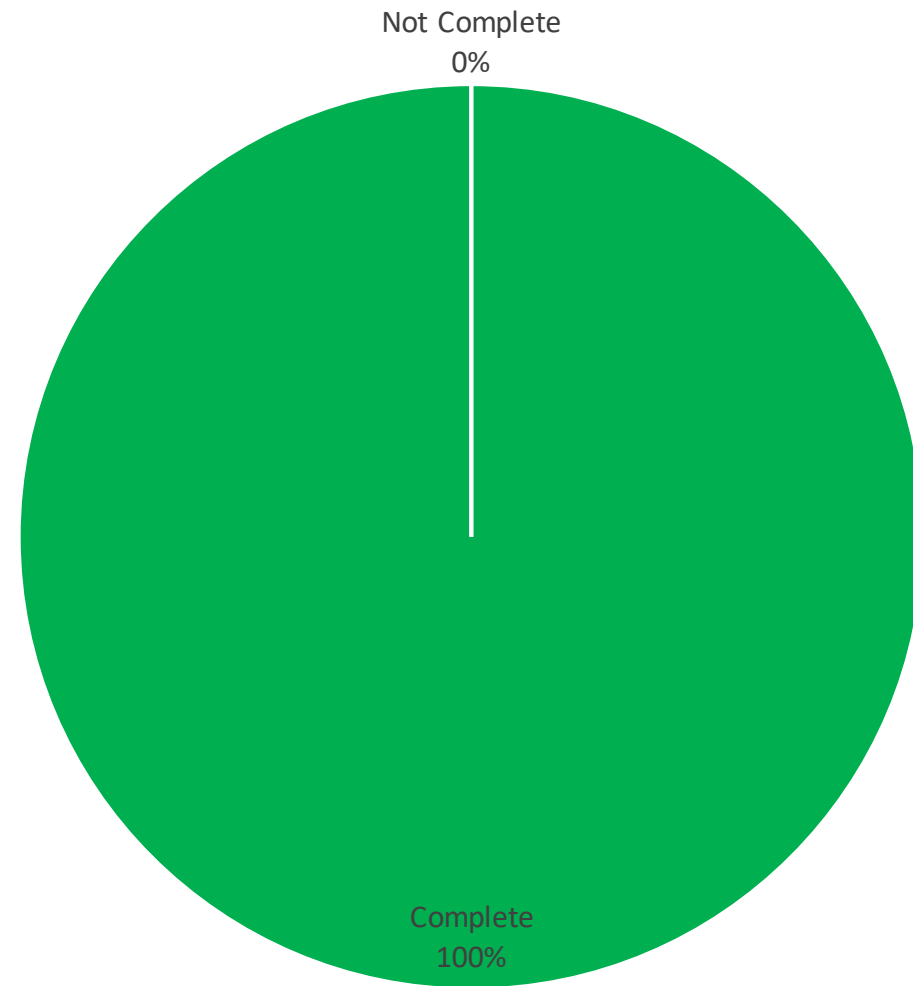
If a student has completed one semester and the schedule is full year, districts report 0.0834 FTE.

When this happens your records will not be flagged with the 2H error so it is important to use checks outside of that error to verify your getting the full amount of FTE.

Revised: This slide previously incorrectly stated we could report quarter grades as virtual completion. FTE for successful completion is only a semester content of a course. So a quarter grade would only count if it was in a block schedule type of format where the student completes the entire semester's content in a quarter.

Students who do not complete

Students who Complete Virtual Courses



Survey 4 & 1 Summer School Reporting

What gets FEFP Funding?

Besides virtual completion in Survey 4, FEFP funding for Survey 4 & 1 is limited to:

- District Virtual instruction for credit recovery or course completion
- Department of Juvenile Justice (DJJ) programs
- Juveniles Incompetent to Proceed (JITP) programs

No FEFP
Funding

Must still
report!!

Reading Camp

- Students attending these programs do not generate FTE student membership under the FEFP. FEFP code should be set to 999.

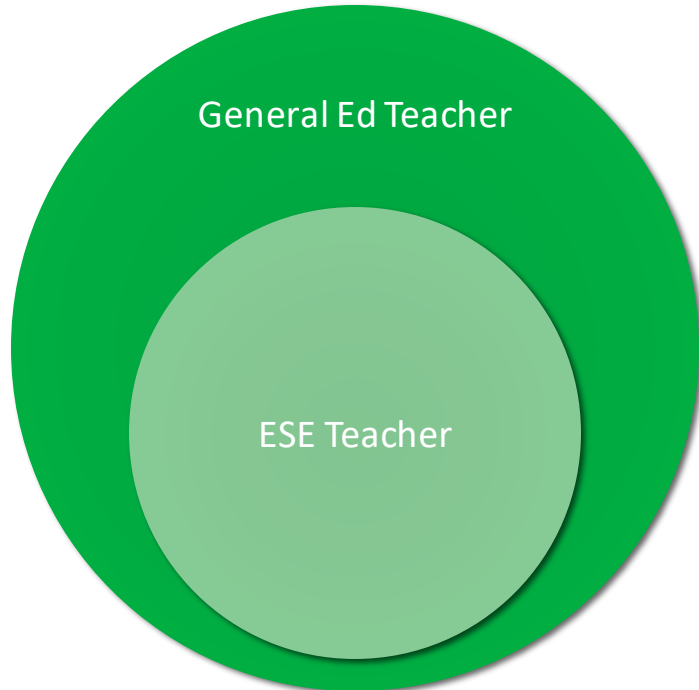
Extended School Year (DOE Definition)

- True extension of the courses provided during the second semester of the regular 180 day school year with **no break in instruction** (eg must be the same courses as survey 3 unless block scheduled) Not eligible for FTE funding, but there may be other sources of funds. Students may be claimed for transportation funding if applicable to their IEP. FEFP code should be 999.

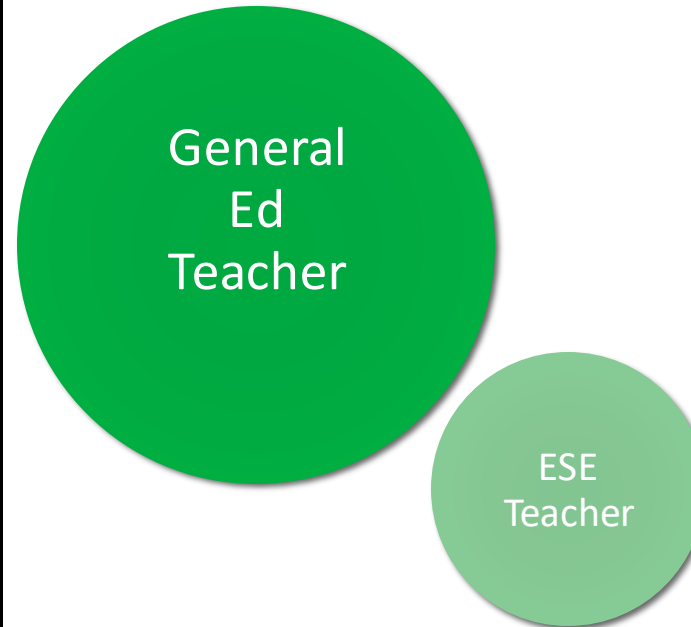
ESE Scheduling

ESE Scheduling

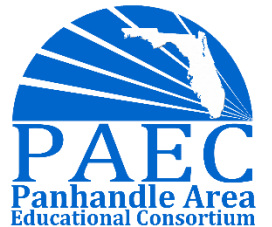
Inclusion AKA "Push-In"



Pull-Out



Co-Teaching



ESE Data Entry Co-Teaching and Inclusion

Teacher requirements:

- ❖ At least one member of the team must have at least 3 years of teaching experience.
- ❖ At least one member of the team must be teaching-in-field.
- ❖ The teachers must be trained in team-teaching methods within 1 year after assignment.



ESE Data Entry

Co-Teaching and Inclusion

Class Size Calculation

Co-Teaching ('C'):

of 'C' students in the class / # of 'C' teachers in the class

Inclusion ('I'):

of 'I' students in the class / # of non-I teachers in the class + 1 (inclusion teacher)

Note: the result of the 'I' adjustment is added to the rest of the students in the class.

Example: in a class there are 3 'I' students (with 1 'I' teacher) and 17 'S' students (with 1 'S' teacher)

Adjustment steps:

- a. $3/2 = 1.5$ (1.5 truncated = 1)
- b. $1 + 17 = 18$



Data Element Name: **Period Number**

A period is defined as the instructional time of the school day during which a class or section of a course is offered.

Standard meeting time courses to which the student is assigned should be coded as a beginning and ending period.

Valid codes include the range from 0000 to 8080, NN88 (where NN is numeric), 9800 (a class period for a course number corresponding to the end-of-course assessment that was passed by the student without being enrolled in the corresponding course), and 9999. (adult education classes with no standard meeting time).

Nonstandard meeting time courses to which the student is assigned for classes that meet differing periods during the week should be coded with the first two digits as the first period the class meets during the week and 88 for the third and fourth digits.

Code	Definition/Example
0000	Any class that meets prior to the first period of the regular school day.
0002	A class beginning before the regular school day and ending second period.
0101	A one period course beginning and ending the first period.
0203	A two period course beginning period two and ending period three.
0288	A class which meets period two on Monday and period four on Wednesday.
0406	A three period course beginning period four and ending period six.
9800	A class period for a course number corresponding to the end-of-course assessment that was passed by the



Pull-Out

- Class Minutes
- Scheduling Method
- Period Number

Student Discipline & SESIR

Students with Disabilities on Modified Schedule and/or Home Instruction

TAP from 2006 is most recent guidance from FDOE:

<http://www.fldoe.org/core/fileparse.php/7571/urlt/0086203-y2007-3.pdf>

“On rare occasions, students with disabilities exhibit disruptive behavior to the extent that individual educational plan (IEP) teams consider instruction on a modified schedule (e.g., shortened school day or week; instruction at school outside of the traditional school day) or through home instruction. “

The same applies to students who are expelled with services.



How to report

- Scheduling Method: G – Individual or Small Group Instruction
- Facility Type: 10 – Home
- Class Weekly Minutes as applicable for the amount of time served
- FISH Number: the same FISH number used for Hospital Homebound students

You would need to send all the formats and data elements that you would send for the student sitting in the regular classroom.



School Related Arrests

When a student was arrested for an activity conducted on school grounds, during off-campus school activities (including while taking school transportation), or due to a referral by any school official during this school year you must mark this on the student who was arrested.



State Reporting Errors

ENGLISH LANGUAGE LEARNERS INFORMATION - EXCEPTION REPORTS

94. If Survey Period is 2 or 3 and English Language Learners, PK-12 code on the Student Demographic Information record = LY, and if Survey Date is greater than the English Language Learners: Entry Date on the English Language Learners Information record in excess of six years, then FEFP Program Number on the Student Course Schedule record must not be 130. Match the Student Demographic record to the Student Course Schedule record based on District Number, Current Instruction/Service; Florida Education Identifier; Survey Period Code and Year. - exception report-

ELL 91 – Opinion: should be a validation

TEACHER COURSE - REJECT RULES

41. All numeric Course Numbers must be on the Course Code Directory file unless School Number, Current Instruction/Service is P001-P999. -record rejected-

Does not catch program #s used as course #s

STAFF SOCIAL SECURITY NUMBER: Report the social security number for all instructional staff on the Teacher Course and the Career and Technical Education Teacher Course formats.

NOTE: For contracted or charter school staff for whom the school district cannot obtain a Social Security Number, the district must assign a Staff Number Identifier for the employee using the following method:

First Two Positions

CS The first two positions in the Social Security Number field must be coded with the letters "CS".

Last Seven Positions

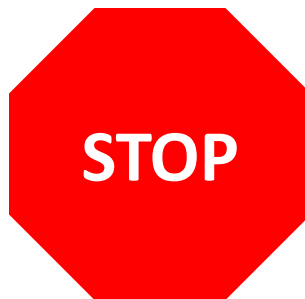
NNNNNNN The last seven positions must be numeric.

NOTE: The district-defined Staff Number Identifier must result in a unique staff number within the district.

When do we need to report staff SSNs?

When do we NOT need to report staff SSNs?

- Contracted virtual teachers (not employed directly by the district)
- Postsecondary Dual Enrollment Staff
- **Postsecondary Career Instruction Provided at a Technical Center Located in another School District**



asking for these people's socials!

Teacher Course 5F

5F. For Survey Periods 2 and 3,

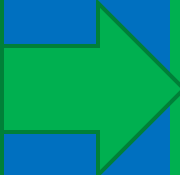
- If the course is not a dual enrollment course at a postsecondary institution, and
- If School Number, Current Instruction/Service is not 7001 or 7006, and
- If School Number, Current Instruction/Service is not 7004 and 7023 in one of the following District Numbers, Current Instruction/Service: 02, 04, 07, 12, 14, 15, 19, 20, 21, 22, 23, 24, 25, 26, 28, 30, 32, 33, 34, 38, 39, 40, 44, 45, 46, 47, 54, 62, 65, 67, 73 and 75
- If Charter School Status is not R, C, T or B and School Function Setting is not V,
- If Location of Student code is not T on the Student Course Schedule record (matching on District Number, Current Instruction/Service; School Number Current Instruction/Service; Survey Period Code; Fiscal Year; Term; Course Number; Section Number and Period Number),

then each Teacher Course Schedule record must have a matching Staff Demographic Information record based on District Number, Current Instruction/Service; Survey Period Code; Fiscal Year; Social Security Number and Staff Number Identifier, Local,

Dual enrollment records are those with School Number, Current Instruction/Service of C901-C928, U970-U981 or P001-P999 and those with an alphanumeric course number at any School Number, Current Instruction/Service.

-state validation-

**Incorrectly flags
Postsecondary Career
Instruction Provided at a
Technical Center Located in
another School District**



Survey “Windows”

Survey 4 & 1

- Window: Survey Week*
- **UNLESS the summer school period is scheduled so that it takes place outside the regularly scheduled survey week period, then a separate survey week should be established to count these students. The middle day or middle week of the summer period should be used as the basis for establishing the survey week. The same survey week is established for reporting both FTE students and transported FTE students. After identifying this middle day/week you would use that as your Survey Window with the last day of the window as the effective date.*

Survey 5

- **Window: 1st day of 180 day school year through last day of Summer or DJJ Session OR day before next day of school year*****
- Your SIS may require you to enter your Regular Year and Summer dates to calculate Prior School Status/Attendance records, it's important these dates do not overlap.

Survey “Windows”

Alternate Survey Period

Rule 6A-1.0451(2), F.A.C. states:

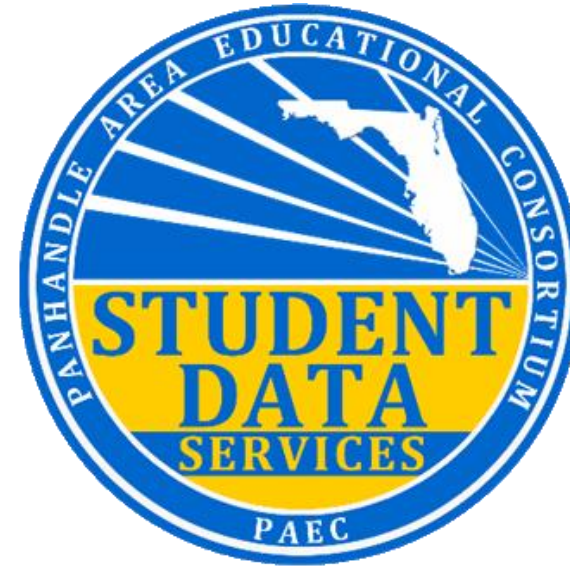
The Commissioner shall have the authority to establish for any school district or school an alternate date for an FTE student membership survey or transported student membership survey within eight (8) weeks of the regular statewide survey if evidence is submitted by the school district that indicates an abnormal fluctuation in student membership has occurred at the time of the statewide survey. The alternate date shall be established by the Commissioner prior to conducting the survey. In determining what constitutes an abnormal fluctuation, the Commissioner shall examine the historical trends in student membership and limit consideration to changes in which there is a variation in excess of twenty-five (25) percent in any school, or five (5) percent in the district between the membership count at the time of the statewide membership count and the alternate membership count due to factors such as major student boycotts; civil disturbances; in-migration or out-migration in agricultural, industrial, and federal installations or contractors; or providential causes beyond the control of the district school board.

Section 1003.52(13)(c), F.S., states that district school boards are required to request an alternative FTE survey for DJJ programs experiencing fluctuations in student enrollment.

The alternate survey date must be established by the Commissioner prior to conducting the scheduled statewide survey. If the Commissioner of Education approves an alternate survey period, the alternate survey data shall be used in place of the regular survey FTE and associated data, provided the FTE meets the percentage requirements specified in the rule.

When the district requests an alternate survey, the letter of response from the FDOE will include specific directions for confirmation of alternate survey results. If an alternate survey is approved, the district must still complete the originally scheduled survey and report the data for both the scheduled survey and the alternate survey.

Alternate survey week



Thank you for attending today!

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