

ODE EMIS Conference Call Summary

January 29, 2018

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Updates and Reminders

- March file was pushed out last week
 - Appeal window opens today
 - Specifically if student is missing from March file
 - Program of concentration was not reported
 - Program of concentration was reported but not aligned with the program they were taking
 - If student left Career Tech but not left school (still enrolled elsewhere)
 - Look at the file and file the appeal if students need added
 - Window open 4 weeks
 - This would be the only opportunity to add students to March Follow Up file
 - Appeal window in April for mis-reported student or assessment, what was reported not what was in the file
 - Issue with file with extra students in the file
 - Working to get the file cleaned up
 - V3 without an anchor were included and should not have been
 - No need for districts to appeal with extra students
 - Option to report follow-up status as concentrator in error
 - Question: If districts have correct program of concentration but wrong subject code, can that be appealed?
 - Yes, that can be appealed
 - Anything on a student who left school and should have been in the file
 - Three windows close this week
 - Staff data
 - Short list of entities that have not reported
 - Closes Wednesday at 11:59 p.m.
 - Conversations if window expects to close on time
 - Not clear if requests for extension has a chance to succeed
 - No news means it is closing on Wednesday

- Working on finishing up Principal's Assurance Report
 - Expect them in the Files tab any day
 - The report will come out as a CSV but formatted so it can print as landscape
 - One report per building based on HQT IRN value
 - Just those courses included in HQT
 - Data is not different than what has been appearing on TLC report, just formatted by building and has signoff at the bottom
 - KRA and Fall DORP scheduled to close 2/2/2018
 - Missing lists available
- New Assessment windows opening soon
 - Goal is to get the windows open and add missing lists even if vendor file not available so districts can verify data based on enrollment data

CTE FTE

- Roll in several additional checks over the weekend
- Pretty close to the end of the checks that need to be added
- The big one is checking the CTE-26 to make sure districts are reporting courses that are approved by Office of Career Tech
 - Courses will have errors this year that were funded last year
 - Make sure program approval was submitted
 - If CTE-26 submitted and still getting error, submit ticket
- If districts forgot to submit CTE-26, need to talk to program office at Career Tech
 - EMIS using approved CTE-26 list from Office of Career Tech
 - Not sure if CTE will do overrides for CTE-26 issues
- Several bug fixes on other checks
- Issues still working on
 - Some courses as funding category zero
 - Correct on ODE's end but not district end
 - ODE has a fix for the report
 - A fix for Correlated course checks
 - Checks not run in prior years
 - Mapping course issues
 - A mapped to B, flagging course A for correlation
 - Need to fix issue
 - Districts will need to fix correlated and mapped course records

- Funding
 - ODE will be pulling data for traditional districts in about two weeks for funding
 - Community Schools around February 23 and JVSD last week of February
- **ECOT**
 - As of the last time ECOT submitted, all of their students were still shown as enrolled
 - ODE has reported a 1/19/2018 withdrawal date on the EMIS side of the data for funding purposes
 - If the student enrolls after 1/19/2018, should not see any conflict with overlapping dates on FTE detail report.
 - If student enrolled with new district prior to 1/19/2018, if ECOT hadn't updated their data those students will show an enrollment conflict for overlapping date
 - ODE has asked ECOT to submit updated data, but haven't received anything as of yet
 - Continue to send requests as normal to ECOT
 - ODE has not been able to override the data in ODDEX
 - A district that enrolls an ECOT student will receive a percent of time conflict for the rest of the year
 - Will get an admission withdrawal error if ECOT doesn't report the withdrawal
 - FTE data has been fixed

Q & A:

- **Question:** What if ECOT doesn't withdraw the student on the effective date and student enrolled in a new district prior to 1/19/2018?
- Last resort will be a funding appeal in August for the overlapping dates
- Hope they will be resolved prior to that needing to happen
- **Question:** What is the date the data needs to be reported as of? Students whose roster start date is 1/29/2018, no time to collect HQT data.
 - ODE has not been extremely precise on the date as of
 - Expectation is districts report everything they can
 - All 1st Semester courses and vast majority of second semester courses
 - Reality less than in previous years because window closing on time rather than later in previous years
 - If course there as of first day of second semester it should be included

- **Question:** What are we asking Principals to do with the Principal's Report?
 - Report will be in Files tab
 - One file per building
 - EMIS Coordinator needs to pull files and get them to the Principal
 - Header comes from Certification/Licensure
 - School Administrators need to review, sign and retain the report
 - Just like the HQT Assurance report – treated the same way
- **Question:** Will there be Missing Assessment for COS and ELA?
 - Yes we are working on those
 - Windows are open through the Spring
 - Intent to generate a missing list for every collection that requires an assessment
- **Question:** Are BDDs aware when their teachers enter their COS and ELA that they need to share that information with the resident district for reporting?
 - Not sure what has been reported to them
 - Contact the ODE department that is over those areas
- **Question:** A ticket about the military coding, are resident districts responsible to report Military status on residents attending elsewhere?
 - Usually on educating district, but goes on accountability
 - Special Ed Co-Op
 - JVSD
 - Compact students
 - If they count for you, you need to report it
- **Question:** Can you give more information about what's wrong with the correlated course checks to know whether they are legitimate or not?
 - Not sure if all are related to mapped courses or not still investigating
- **Question:** Do you want examples of mapping and correlated courses?
 - No, we haven't been running mapping at all, so if that is the issue we have the data
 - Last time data was used for the checks was FY14
- **Question:** Could the migration from VN to VT be the issue on the CTE-26 if the program hasn't been recently reapproved?
 - Post a helpdesk with the generic question
- **Question:** Do you feel that the fix for the correlated course checks will be sent out before the initial L closes?
 - Since initial closes Wednesday, probably not
 - Most likely in L2 which is scheduled to open 2/6
 - Once districts see new fixes, they need to submit data as soon as possible
- **Question:** Districts are under the impression when L1 closes it is closed permanently, but that isn't necessarily the case.

- For certification and HQT, that closes with L1 and is closed permanently
- Career Tech can still be fixed in L2
- Concentrate on items related to licensure, course data and HQT
- **Question:** Overrides need submitted to career Tech for some of the programs, but the courses will remain as not certified on the TLC report but will generate funding, is that still the same?
 - Yes, Project Lead the Way and some VM courses will show as invalid cert but override will generate CTE funding
- **Question:** Errors where fund category is COMM, do we need to contact them?
 - Main reason they are on there is for funding
 - Creating reports to show how many students will be in payment prior to deduction
 - Students may not be part of CTPD, could be your resident but taking courses at a JVSD outside your CTPD
 - Only approved courses get included in CTPD report card
 - If they are part of your CTPD then you want to make sure the courses are being reported correctly
- **Question:** If district gets approval for Project Lead the Way, I know it won't come off the TLC report but will it show approved on the CTE?
 - Plan to move those to another report to show acknowledgement that an override was approved to grant the funding

Next change call 2/7/2018

Next ITC call 2/12/2018