

This is **ONLY** a Student Record 101 session

All new updates for FY2020 will be presented by Kathy Aspy Wednesday at 4:05 p.m. in Olympia 1 & 2.

A repeat session for updates is scheduled Thursday at 10:00 a.m. in Parthenon 1 & 2.



STUDENT RECORD 101

Presented By Carl Garber



FY2020 STUDENT RECORD 101

- Student Record Overview
- Documentation
- Timelines & Deadlines
- Student Record Application Overview
- Student Record Data Cleanse
- Data Comparison and Trends

Student Record Overview

- ❑ Student Record is the single largest data collection conducted by the Georgia Department of Education (GaDOE).
- ❑ Student Record is a cumulative collection of data representing individual student data for the entire school year.
- ❑ Student Record does not include summer school data.

Student Record Overview

Record Levels

There are eight different record types reported for Student Record. The record type identifies the type of data reported. The eight records types include:

SYSTEM Level

- One System level file is transmitted for the district. An example of data reported includes the number of psychological consultations and evaluations that occurred in the district.

SCHOOL Level

- One School level entry is transmitted for each school in the school district. An example of data reported includes the type of Social Work services, cases, and referral that occurred at the school.

Student Record Overview

Record Levels

STUDENT Level

- One Student level entry must be submitted for each school the student has been enrolled in during the school year. One entry must be submitted for each student at the end of the school year, regardless of whether the student is still enrolled or has withdrawn.
- If a Student level entry is reported for a student, there must be at least one corresponding Enrollment entry.
- If a student was enrolled in different schools, at different times, within the district during the school year - the student will have multiple Student level entries within the district .
- Student level data includes demographic (gender, age, grade level, race, ethnicity) and program participation information – such as whether the student is gifted.

Student Record Overview

Record Levels

ENROLLMENT Level

- Every student reported as active in any other data collection must have at least one Enrollment entry.
- Examples of data reported in the Enrollment file include, school entry, withdrawal information, and attendance data (i.e. days present, days absent, excused absences, unexcused absences).
- A student reported with an Enrollment level entry must have a corresponding Student level entry.
- A student may have multiple Enrollment Records submitted if the student entered and withdrew more than once during the school year.
- **‘No-show’** student - a student who is not in attendance on the first day of school but was expected based on prior year enrollment. No-show students are only reported in FTE-1, unless the student enrolls in a school in the district after FTE Cycle 1.

Student Record Overview

Record Levels

PROGRAM Level

- One Program entry for a student will be reported each time the student participates in a program, such as Alternative Education.
- A student could have multiple Program entries reported.
- A student cannot have more than one entry for a program for the same time frame.
- A Program record is only reported when a student had a program assignment(s).

Student Record Overview

Record Levels

STUDENT SAFETY Level

- The Student Safety file contains data related to a discipline incident for a student, which is required to be reported according to federal and state guidelines.
- A student may have multiple Student Safety entries - or may not have any.

Special Education Level

- The Special Education file collects Special Education event data for special education students, as well as those evaluated for special education services.
- Data is reported at the student level.
- Events *should* be reported by the district/school where the event occurred.

Student Record Overview

Record Levels

ADDRESS Level

- One entry is reported from a school for each student enrolled at that school at any time during the school year.
- One entry should be reported for each student regardless of the number of times the student enrolled or withdrew from this school.
- A student cannot have more than one Address entry per school.
- Data in the Student Address Level file includes the street address, city, state, and zip code.

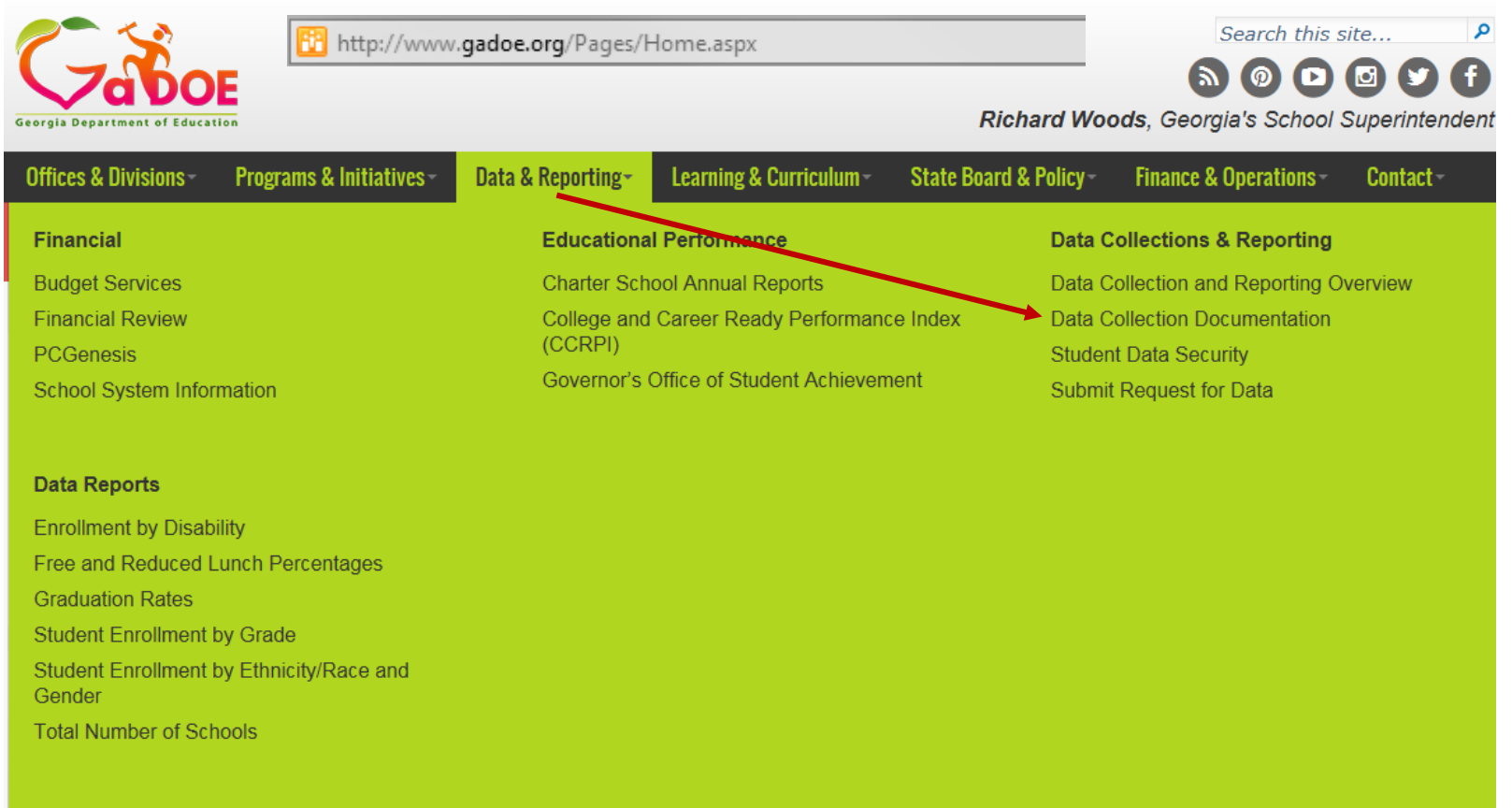
Student Record Overview

Student Record data is used for multiple purposes

1. CCRPI (College and Career Ready Performance Index)
2. Federal (EDEN) Reporting
3. Program Monitoring and Evaluations
4. Open Records Requests
5. Civil Rights Data Collection
6. Perkins Reporting
7. Special Education reporting
8. SLDS (Statewide Longitudinal Data System)
9. Teacher Evaluations
10. Program audits
11. GA AWARDS
12. State Report Card
13. Enrollment Verification

Student Record Overview

Data Collection Documentation



The screenshot shows the Georgia Department of Education website. The header includes the logo, the URL <http://www.gadoe.org/Pages/Home.aspx>, a search bar, and social media icons. The navigation menu is highlighted in green, and the 'Data & Reporting' section is expanded to show three sub-menus: 'Financial', 'Educational Performance', and 'Data Collections & Reporting'. A red arrow points from the 'Data & Reporting' menu item to the 'Data Collection Documentation' link in the 'Data Collections & Reporting' sub-menu.

Offices & Divisions	Programs & Initiatives	Data & Reporting	Learning & Curriculum	State Board & Policy	Finance & Operations	Contact
Financial Budget Services Financial Review PCGenesis School System Information		Educational Performance Charter School Annual Reports College and Career Ready Performance Index (CCRPI) Governor's Office of Student Achievement			Data Collections & Reporting Data Collection and Reporting Overview Data Collection Documentation Student Data Security Submit Request for Data	
Data Reports Enrollment by Disability Free and Reduced Lunch Percentages Graduation Rates Student Enrollment by Grade Student Enrollment by Ethnicity/Race and Gender Total Number of Schools						

Student Record Overview

Data Collection Documentation



Search this site...



Richard Woods, Georgia's School Superintendent

Offices & Divisions ▾ Programs & Initiatives ▾ Data & Reporting ▾ Learning & Curriculum ▾ State Board & Policy ▾ Finance & Operations ▾ Contact ▾

Home → Technology Services → Technology Services → Data Collections

General Information

FY2018 Data Conference

Data Collection Documentation

Data Collection Overview

Data Collection Transmission Dates

GaDOE Name Processing Rules

Georgia Student Data Privacy, Accessibility, and Transparency Act

Records Retention

School Count by Type

Submit Request for Data

Data Collections and Reporting

Data Collection Documentation

- Certified/Classified Personnel Information (CPI)
- End of Pathway Assessment (EOPA)
- Free/Reduced Price Meal Eligibility
- Full-Time Equivalent (FTE) / FTE Data Survey
- GUIDE (Georgia Unique Identifier for Education)
- Pre-ID Labels
- Private School
- Student Class
- Student Record
- Presentations, Webinars, and Miscellaneous Documentation
- Summary of Transmission Dates

Contact Information

Levette Williams, Chief Privacy Officer
Technology Services Director
Phone: 404-463-6504
lewillia@doe.k12.ga.us
<http://gadoe.org>



Student Record Overview

FY2020 Student Record Resources

Student Record collects data on the instructional services provided to students by the local school system throughout the regular school year. The Student Record data collection is the single largest data collection process conducted by the GaDOE.

General Information

- Student Record Data Element Detail (Updated 8/16/2019)
- Special Education Guidelines
- Student Record Transmission Dates

Related Information

- GNETS FAQ
- Place of Birth Codes
- Student Record Checklist (Sample)
- Student Support Teams (SST)

Prior year Student Record resources

Student Record Overview

Student Record Checklist (Sample Only)

Student Record Checklist

BACKGROUND

Why Student Record?

Student Record is the single largest data collection conducted by GaDOE. It is a cumulative collection of data representing program participation and individual student data for the entire school year. Student Record does not include summer school information.

How is the Data Used?

1. Accountability Reporting
2. State and Federal Reporting
3. Program Monitoring and Evaluation
4. Data Requests

CHECKLIST

August

<input type="checkbox"/>	Review Student Record layouts	Make note of changes, if available.
<input type="checkbox"/>	Identify Data Sources and Points of Contact	Know who your contacts are for data not in the SIS system. Make sure they are aware early of what you will need, what it means, and when you will need it.
<input type="checkbox"/>	Establish Timelines for Collecting Data	Decide when you will collect the various types of data
<input type="checkbox"/>	Determine Internal Deadlines for Data Review and State Reporting	Dates should be prior to the GaDOE deadlines to allow time to review the data.
<input type="checkbox"/>	Complete Student Identity Data Updates and Verification	Verify accuracy in GUIDE; Claim Students as needed
<input type="checkbox"/>	Conduct Internal Training for Schools and District Staff	
<input type="checkbox"/>	Run Preliminary Reports	Attendance, Program Lists, Basic Demographic Data
<input type="checkbox"/>	Verify Student Demographic Data	Race, Ethnicity, DOB – Run Reports from SIS to check for missing or invalid data.
<input type="checkbox"/>	Verify No Shows and Withdrawn Students are Coded Properly	Attendance Reports for Teachers to Verify. This verification supports the FTE process.
<input type="checkbox"/>	Verify Grade Level for Retained Students	
<input type="checkbox"/>	Verify County of Residence and System of Residence	
<input type="checkbox"/>	Identify Special Education Students – Verify information with Special Education Teachers (or District level contact)	GUIDE, SLDS, Special Education History Report, Student Record Cleansing, Permanent Records
<input type="checkbox"/>	Verify Student Schedules and Teacher Assignments	Students schedules should be correct and complete by the end of August
<input type="checkbox"/>	Verify course information for MOWR students	
<input type="checkbox"/>	Make Corrections as Needed	
<input type="checkbox"/>	Identify and Meet Network Contacts	Join SIS user group, build relationships with other coordinators, build relationship with GaDOE contacts in Data Collections and Customer Support
<input type="checkbox"/>	Attend the Data Conference	This conference provides updates on state reporting

Student Record Transmission Dates

FY2020 Student Record Data Collection Transmission Schedule

Data Cleansing

Wednesday, September 4, 2019 to Friday, December 13, 2019.

FY2020 Collection

The FY2020 Student Record Data Collection will begin on Wednesday, February 5, 2020.

Initial Transmissions:

All school systems are required to complete the initial transmission of *Student and Enrollment* data by Wednesday, February 12, 2020. The initial transmission should include a record for all students that were reported active in FTE-1 or FTE-3, or reported as withdrawn this FISCAL YEAR.

The deadlines for initial transmission of all record types are listed below.

Record Type	Initial Upload Deadline
Student	Wednesday, February 12, 2020
Enrollment	Wednesday, February 12, 2020
Special Education	Wednesday, February 19, 2020
Student Safety	Wednesday, April 1, 2020
Program	Wednesday, April 15, 2020
Address	Wednesday, April 22, 2020
System	Wednesday, April 22, 2020
School	Wednesday, April 22, 2020
Address	Wednesday, April 22, 2020

Duplicate Resolution: The deadline for resolving duplicate records of students with the same GTID reported active in more than one school is **Wednesday April 1, 2020**.

Sign Off:

All Student Record transmissions, data review of reports, and superintendent sign-off, must be completed by **Tuesday, June 16, 2020**. Verification by the superintendent that the information transmitted is complete and accurate is required no later than the Sign-off dates specified above.

Student Record Overview

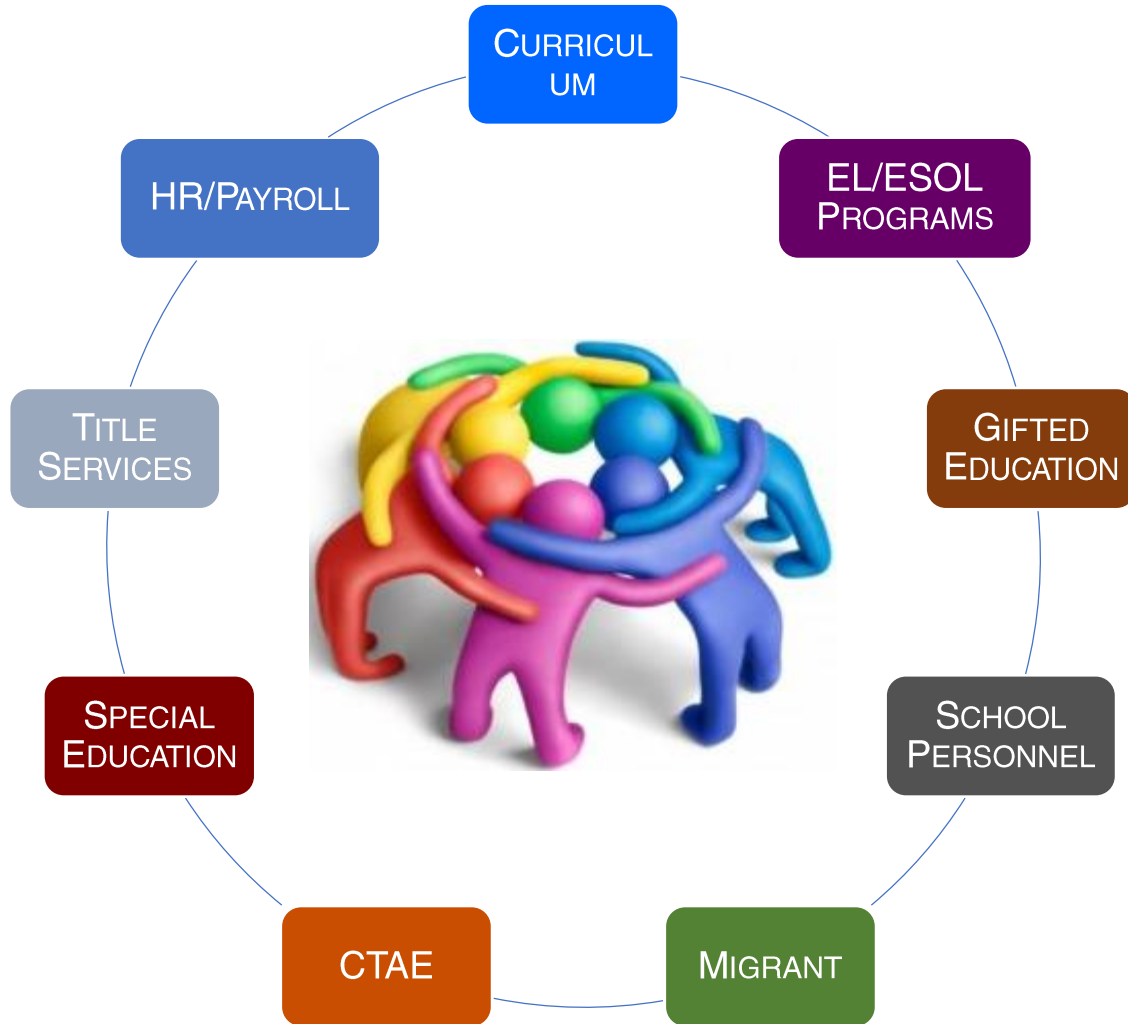
Tips and Reminders

Deadlines are important!

- Create check-lists to help keep the collection on track.
- Set internal deadlines that are earlier than the states collection deadlines.
- Please work diligently to make the **Initial Transmission** deadlines
- Set times-frames to review the data and reports – *prior* to sign off.
- Allow additional time to handle the unexpected – because the unexpected *will* happen!
- ✓ Please contact the Help Desk (dticket@doe.k12.ga.us) or the Data Collection team ASAP if the district is having local SIS problems.

Student Record

BUILD YOUR TEAM



Student Record

Build Your TEAM



- Who is on the *TEAM*? Data and Program individuals - such as Gifted, Special Education, ESOL, Admin resources, etc.
- Make sure the *TEAM* understands why their help and support is crucial to the success of the collection.
- Ask the *TEAM* for input related to the *TEAM* members area of expertise.
- Plan *TEAM* meetings to review data requirements.
- Make sure the *TEAM* is aware of deadlines. Use checklists for meeting target deadlines.
- Start early in the cycle (SR Data Cleansing) to begin resolving SR errors.
- Print reports and give to *TEAM* members to review the data.
- Keep the *TEAM* updated with the collections progress.

Student Record

Application Overview



*Offering a holistic education to **each and every child** in our state.*

Student Record 101

Transmission Cycles / Student Record Layouts

Student Record Transmission Cycles

Transmission Cycles	Current Documentation
Student Record For 2019	<ul style="list-style-type: none">• Address Level File Layout
Student Record For 2018	<ul style="list-style-type: none">• Enrollment Level File Layout NEW
Student Record For 2017	<ul style="list-style-type: none">• Program Level File Layout
Student Record For 2016	<ul style="list-style-type: none">• School Level File Layout
Student Record For 2015	<ul style="list-style-type: none">• Special Education Level Layout
Student Record For 2014	<ul style="list-style-type: none">• Student Level File Layout
Student Record For 2013	<ul style="list-style-type: none">• Student Safety File Layout
Student Record For 2012	<ul style="list-style-type: none">• System Level File Layout
Student Record For 2011	
Student Record For 2010	

Student Record 101


Application Overview

Transmission Cycles	Current Documentation
Student Record For 2019	<ul style="list-style-type: none">Address Level File Layout NEW
Student Record For 2017	<ul style="list-style-type: none">Program Level File Layout
Student Record For 2016	<ul style="list-style-type: none">School Level File Layout
Student Record For 2018	<ul style="list-style-type: none">Special Education Level Layout
Student Record For 2015	<ul style="list-style-type: none">Student Level File Layout
Student Record For 2014	<ul style="list-style-type: none">Student Safety File Layout
Student Record For 2013	<ul style="list-style-type: none">System Level File Layout
Student Record For 2012	<ul style="list-style-type: none">System Level File Layout
Student Record For 2011	
Student Record For 2010	
Student Record For 2009	








The **NEW** icon indicates a new version of the file layout is available. It will disappear after 14 days.


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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](#)
-  [SR Reports Menu](#)

-  [SR Primary Contacts](#)

-  [SR Transmission List](#)
-  [SR Transmission Status](#)

- [Student Record Updates](#) **NEW**

The **NEW** icon indicates a new version of the SRU document is available. It will disappear after 10 days.

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APPLICATION OVERVIEW


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- Student Record Updates








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SR File Upload



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- Student Record Updates

Select this link to upload the extract file(s)

Student Record Main Menu

SR File Upload

Student Record Data Collection for Fiscal Year 2019

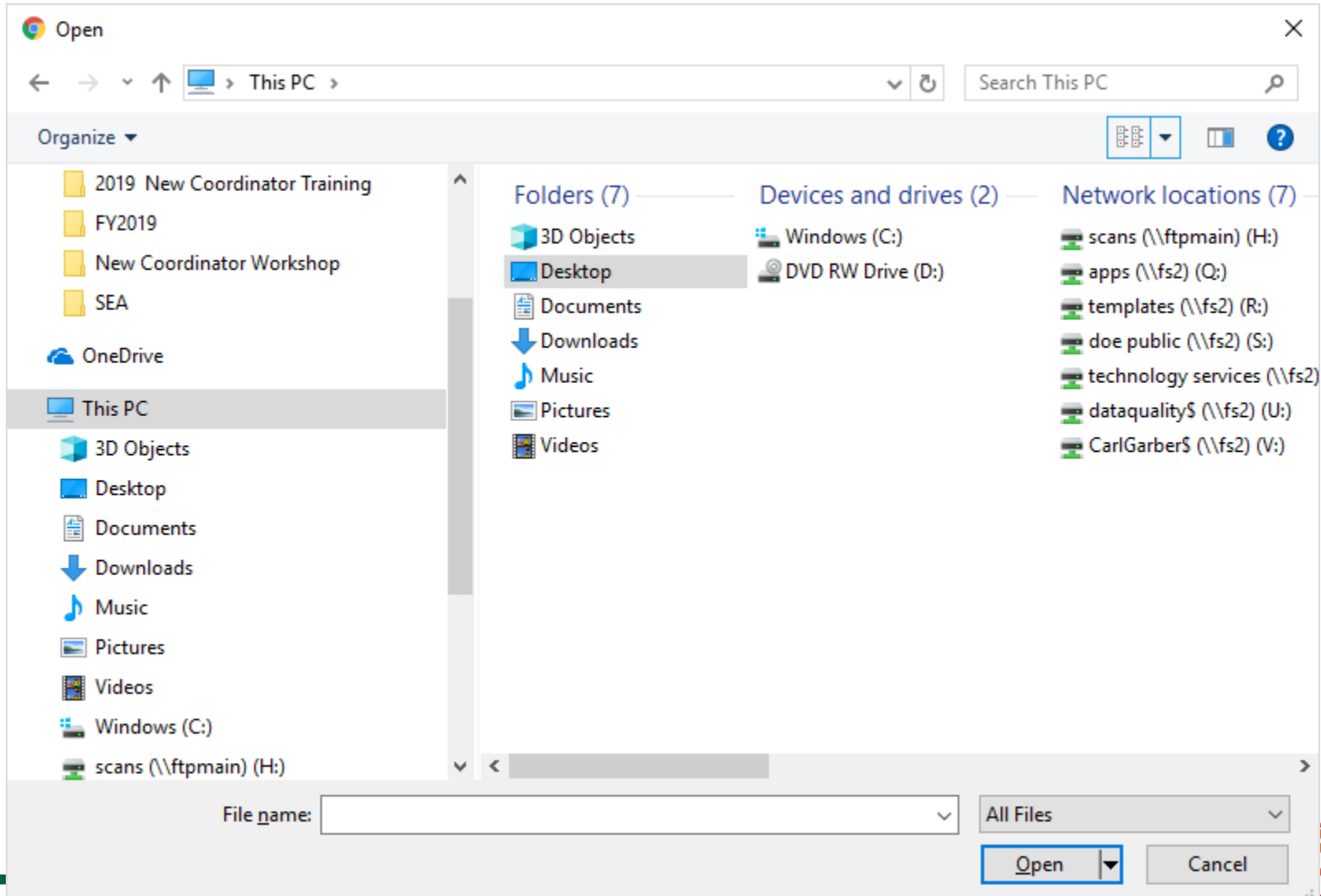
- To upload a single file, first you must select a file containing relevant data in the appropriate format. Then, click the **Upload File** button.
- To upload multiple files, first you must check the **Multiple Files** check box. Second, for each file to be uploaded, you must specify the file then click the **Upload File** button. Finally, after specifying all of the files to be uploaded, you must click the **Upload All Files Now** button to verify that the list is ready for upload. This button displays when you specify the first file in the file list.
- In addition, you can remove any file from the file list by clicking the Remove button. This button displays to the right of each file in the file list.

File Path : No file chosen

Multiple Files :

Extract File Upload Process

Extract File Upload



Extract File Upload Process

Extract File Upload

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File Path : 721_STUDENT_data.txt

Multiple Files :

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Online Validation


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Select this link to start an online validation

Student Record – Application Overview

Online Validation

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Student Record Manual Validation

Validation Routine Processes System, School, Student, Course, Discipline, Enrollment, Program, Special Education and address Records and Updates the Error Reports.

Please Execute Validation Process only after making all additions, deletes and edits to all data records.

Remember : If you Add/Delete/Edit records with this on-line application, be sure to Update your Source Records accordingly

- [Click Here to Request Validation](#)



(Please Note :- Please Check your error reports after your data is processed.)

- [Click Here to Go Back WITHOUT Requesting Validation](#)

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Add/Edit/Delete Data


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Select this link to Add, Edit, or Delete data online

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Special Tools


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Select this link to access:

- SpEd Rejection Recovery
- Ad Hoc Query
- SpEd History/GTID Claim report
- Individual Student Record report
- EOPA Eligibility Report

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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](#)

- **Individual Student Report** includes all the student level data reported by the district. All Enrollment records reported state-wide are displayed on the report.
- **ADHOC Query** allows the user to search/query data the district reported in Student Record.
- **SPEDHIST-GTID Claimed Student SpEd History Report** allows the user to search the SpEd History for a student claimed in GUIDE.
- **SpEd Event Rejection Recovery** and the **SE076 Rejection Report** allows the user to 'recover' rejected SpEd events.

Student Record Main Menu

Individual Student Record

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School: 1050-Altamaha Elementary School ▼

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

[Printable Version](#)

Student Level	Enrollment Level	Discipline Level	Special Education Level	Program Level	Errors
GTID					
Student Name			Student Status		
Gender			Race		
Address			City, State, Zip		
Birth Date			Age		
Birth Place			Date of Entry to US School		
School Sys. of Residence			County of Residence		
Grade Level			ESOL		
Free/Reduced Price Meal Eligibility			Gifted Referral Status		
Gifted Eligibility Status			Gifted Service Status		
English Learner			Migrant		
Student Primary Language			Graduation Program of Study		
Remedial Ed. Subject Code			Primary Area		
Part Time Student?			Environment Code		
Date Entered 9th Grade			Homeless Primary Night Shelter		
Diploma Seal			EL Monitor Basis		
			EIP Subject		
Diploma Type			CCAE		
Career Technical Instruction			Non-ESOL		
SST			U.S. School Less Than 3 Years		
PRE-K Program Code			Career Interest Inventories		
Retained			Individual Graduation Plan		
Alternate Math Sequence			CAPSTONE Project		
Active Military			TITLE III Served		
Parent Communication Language			21st Century Served		
Career Aptitude Inventory 8th Grade			Career Aptitude Inventory 10th Grade		
Dual Language Immersion			BI-LIT Language 1		
Military Reserve			BI-LIT Language 2		
			BI-LIT Language 3		



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SR Reports Menu


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-  [SR Transmission List](#)
-  [SR Transmission Status](#)

Select this link to access reports for System, School, Student, Enrollment, Program, Student Safety, Special Education, and Address.

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Reports Menu

 System Reports	 Error Reports
 School Reports	 Download Errors
 Student Reports	 Comparison Warning Report
 Enrollment Reports	
 Course Reports	 Enrollment History
 Program Reports	 CCRPI-Related Reports
 Special Education Reports	 Sign-Off Report
 Student Safety Reports	

- Reports are grouped by Record type for convenient access.
- Reports should be used to verify the data the district reported in Student Record to the GaDOE. Please review the data on the reports for accuracy *prior* to Superintendent sign off.
- Program area reports can be reviewed by the appropriate program area to ensure accurate data has been reported.
- Student Record reports can be used in the error resolution process.

Student Record Main Menu

Note: Student level reports are based on the student's enrollment status (i.e. active, withdrawn, or "no show"). An Enrollment record must be uploaded for a student in order for the student to be counted in the student-level reports.

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Student Level Reports

- [SR017 Student Demographic Report](#)
- [SR018 Annual School Report of Students' Residence](#)
- [SR020 Retained Students Report](#)
- [SR023 Graduation Program Of Study Report](#)
- [SR024 Diploma Seal Report](#)
- [SR025A Special Language Programs](#)
- [SR025B Special Language Programs - Primary Language](#)
- [SR025C EL Students Entered from Out of State or Country](#)
- [SR025D EL Monitored](#)
- [SR026 Free or Reduced Lunch Eligibility](#)
- [SR027a Gifted Students Report](#)
- [SR027b Gifted Students - Referrals Report](#)
- [SR027c Gifted Students - Eligibility Report](#)
- [SR029 Remedial Education Report](#)
- [SR032A Report of Title I Participants: Instructional and Other Services](#)
- [SR032B Report of Environment](#)
- [SR033 Migrant Student Report](#)
- [SR038 Active Students Reported in FTE but not in Student Record](#)
- [SR050 State Demographic Comparison Report](#)
- [SR051 Student Level Transmission Verification Report](#)
- [SR055 State Comparison-Date Entered 9th Grade](#)
- [SR057B Graduate Diploma Information](#)
- [SR058 Migrant Match Report](#)
- [SR058A Migrant Non-Match Report](#)
- [SR060 Place of Birth Report](#)
- [SR062A Homeless Students Report](#)
- [SR064 Multiple GTIDs Reported for Student ID](#)
- [SR066 Duplicate GTID Report](#)
- [SR068 Homeless Primary Night Shelter Report](#)
- [SR070 Demographic of Education Program](#)
- [SR071 FTE/SR Exception Report](#)
- [SR072 Immigrant Student Report](#)
- [SR073 Date Entered Ninth Grade Report](#)
- [SR075 International Exchange Student](#)
- [SR077 Career Interest Inventories MS Report](#)
- [SR078 PRE-K Program Code Report](#)
- [SR081 Career Planning Report](#)
- [SR082 Report for Student Support Team \(SST\)](#)
- [SR084 Student Summary Information](#)
- [SR086 Active Military - Student Information](#)
- [SR087 Military Reserve - Student Information](#)
- [SRSTUDALL Print ALL Summary Reports](#)

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Reports

STUDENT:

- SR038 - Active Students Reported in FTE but not in Student Record
- SR064 - Multiple GTIDs Reported for Student ID
- SR084 - Student Summary Information
- SR020 - Retained Students Report
- SR066 - Duplicate GTID Report

ENROLLMENT

- ENR001 - Dropouts Who Are Active in Another System
- ENR021 - Student Attendance Report
- ENR036 - Students With E2567 With GTID Claim
- ENR035Ta - Student Enrollment Greater than 190 days Summary between Districts

SPECIAL EDUCATION

- SE061 - Students Misreported as Special Ed

STUDENT SAFETY

- DIS095 - OSS Greater Than 10 Days w/o Services

Student Record Main Menu

CCRPI Related Reports

- SR025A Special Language Programs
- SR025B Special Language Programs - Primary Language
- SR025D EL Monitored
- SR057A Graduate Diploma Information
- SR073 Date Entered Ninth Grade Report
- SR084 Student Summary Information
- ENR019A Withdrawal Reason Report
- ENR021 Student Attendance Report
- ENR022 School Entry Reason Report
- ENR023a Absences 10% or Greater by Student
- ENR024a Absences 10% or Greater by School and Grade
- SE056b Primary Area by Age (by Primary Area)
- EOPA Eligibility Report

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Error Report


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Select 'Data Have Errors' to view the Error Report

Student Record 101

Types of Errors

❑ Valid Value Checks

E115 : Invalid code for **SST** (Student Support Team) participation. Must be 'Y' or 'N' for all students.

❑ Data Comparison Checks

E024: **DATE OF BIRTH** reported for active student does not match the **DATE OF BIRTH** in GUIDE. Verify data and correct in either the SIS or GUIDE.

❑ Across Application Checks

E045: Data reported for **SCHOOL CODE** in FTE-1 and/or FTE-3 but no school-level Student Record data have been submitted for **SCHOOL CODE**. All schools that reported FTE for the current school year must also submit school-level Student Record information.

Student Record 101

Error Report

SR_ER_001 Transmission on 03/25/2019 02:10:55 am With Errors
 Georgia Department of Education
 Student Record Data Collection System (FY2019)

[click here to print](#)

Error Type Summary

[Go Back to Reports Menu](#)

[Download Errors](#)

Error Type Summary		
Error Code	Error Description	Total
System Level Errors		
E001	No system data have been transmitted.	1
W5594	Discipline incidents reported for one or more ca	36
School Level Errors		
E002	No school data have been transmitted.	1
Student Level Errors		
E051	If students are reported at a school, then school level data must be reported for that school.	6
E0715	The current Student Record has a DATE ENTERED 9th GRADE that does not match the DATE ENTERED 9th GRADE in a previous Student Record. The year does not match when compared to the previous data.	6
E1895	ALTERNATE MATH SEQUENCE was 'Y' in the prior year Student Record collection, ALTERNATE MATH SEQUENCE must be 'Y'.	4
E217	EL must equal 'Y' if ESOL = 'Y'.	2
E226	EL MONITOR BASIS must be null when EL = 'Y', 'F', 'I', '3', '4' or 'N'.	3
E237	GIFTED REFERRAL code missing or not valid. Must be a number in the range 1-6 or '9'.	5
E256	School is reporting all students as SST='N'. All schools are expected to have some students with SST -Driven Learning.	4
E262	A REMEDIAL EDUCATION SUBJECT CODE must be entered for all students with an FTE Program Code of 'J'.	6
E3022	GTID is reported in the state during current cycle with a different year for the DATE ENTERED 9th GRADE.	2
E344	If PLACE OF BIRTH is not U.S. or Puerto Rico, then DATE OF ENTRY TO U.S. SCHOOL is required. Date must be in yyyyymmdd format.	1
E872	Student reported with PRIMARY AREA and no exit EVENT last school year, but student not reported with a PRIMARY AREA this school year.	1
W065	Student with PRIMARY AREA has GRADE LEVEL, compared to last fiscal year, that is greater than or less than the normal one year increment.	1
W118	Based on reported data, student may be eligible for immigrant status. Please verify the months accumulated in U.S. schools.	1
W2574	GTID is reported in another system in the state with a different DATE OF BIRTH.	1
W2578	GTID is being reported in another system in the state with a different ethnicity code.	12
W2597	Student ineligible for gifted services (GIFTED ELIGIBILITY CODE = '9') but a GIFTED DELIVERY MODEL was reported on at least one course record in Student Class.	2
W2601	School reported less graduates than were reported in this year's FTE Cycle1.	1

Click the error number to see the records with this error.



Student Record 101

Error Detail on Student Records

SR_ER_006A Transmission on 03/25/2019 02:10:55 am With Errors

[click here to print](#)

Georgia Department of Education
Student Record Data Collection System (FY2019)

Error Detail on Student Records
601-Applying County

Error Code: E0715

Error Description: The current Student Record has a DATE ENTERED 9th GRADE that does not match the DATE ENTERED 9th GRADE in a previous Student Record. The year does not match when compared to the previous data.

Record Type: STUDENT

[Go Back to Error Type Summary](#)

Error Detail on Student Records

	School	GTID	Student Name	Field Name	Field Content
Correct	0100 - Cross Creek High School	1234567891	Armour, Sharon	<u>Date Entered 9th:Previous (SYS:School:Date Entered 9th)</u>	<u>20150126:Previous (667:0189:20130807)</u>
Correct	0100 - Cross Creek High School	9876543210	Aspy, Kathy	Date Entered 9th:Previous (SYS:School:Date Entered 9th)	20150126:Previous (667:1050:20130807)
Correct	0391 - Alternative Education Center at Lamar	9638527410	Green, Katie	Date Entered 9th:Previous (SYS:School:Date Entered 9th)	20160215:Previous (631:0290:20150810)
Correct	0391 - Alternative Education Center at Lamar	1472583690	Miller, Patty	Date Entered 9th:Previous (SYS:School:Date Entered 9th)	20140811:Previous (648:0507:20150312)
Correct	2574 - Westside High School	3216549870	Saxton, Irish	Date Entered 9th:Previous (SYS:School:Date Entered 9th)	20140811:Previous (648:0507:20150312)
Correct	3054 - Glenn Hills High School	7894561230	Garber, Carl	Date Entered 9th:Previous (SYS:School:Date Entered 9th)	20140811:Previous (644:0105:20160513)
Correct	3756 - Josey High School	8529637410	Frasher, Mat	Date Entered 9th:Previous (SYS:School:Date Entered 9th)	20160223:Previous (644:0176:20150809)
Correct	3756 - Josey High School	3579511793	Hardy, Tom	Date Entered 9th:Previous (SYS:School:Date Entered 9th)	20140811:Previous (636:0189:20130806)

System Sign Off Report

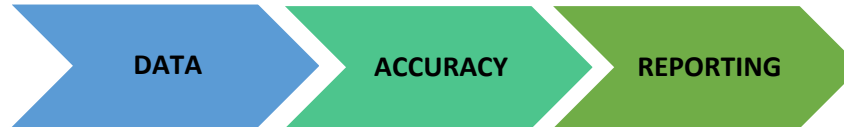
Sample

System Totals		Links For Viewing Other Reports
Enrollment/Attendance		
Active Students *	3,585	Detailed Active Students
Withdrawn Students **	298	Detailed Withdrawn students

Total Students	3,883	
Average Daily Attendance	94.71%	Detailed Attendance report
Dropouts	25	Detailed Dropout report
Deceased Students	2	Detailed Deceased students
Graduate and Diploma Data		Graduates
Total Certificates of Attendance	0	
Total Special Education Diplomas	5	Detailed Graduate Diploma report
Total Regular Education Diplomas	222	
Total Graduates Reported	227	Detailed Withdrawal as Graduates
Student Sub-Populations		
Retained Students	128	Detailed Retention report
First-Time Ninth Grade Students	266	Detailed First-Time Ninth Grades Students report
International Exchange Students	0	Detailed International Exchange Students report
EL Students	284	Detailed EL report
Prior EL Students Monitored	26	Detailed EL Monitored report
Homeless Students	61	Detailed Homeless Students report
Migrant Students	236	Detailed Migrant Students report
Immigrant Students	10	Detailed Immigrant Students report
Special Education Students	591	Detailed Special Education report
Students Incorrectly Reported as Special Ed.	0	Detailed Misreported in Special Ed report
Students With Active Military Parents	5	Detailed Report Including Active Military Parents
Students with Reserve Military Parents	0	Detailed Report Including Reserve Military Parents
Single Parents	2	Detailed Report Including Single Parent Students
FRL Eligible	3,883	Detailed Report of FRL Eligibility
Selected Programs/Services		
Alternative Programs: Students Placed	162	Detailed Alternative Program report
Title I Targeted Assistance	0	Detailed Title I Targeted Participant report
REP: Students Served	335	Detailed REP report
ESOL: Students Served	284	Detailed ESOL report
Non-ESOL: Students Served	0	Detailed Non-ESOL report
GNETS Students	5	Detailed GNETS report
EIP- Early Intervention	423	Detailed Report Including EIP Students

Student Record 101

SIGN OFF PROCESS



- ❑ **PRIOR** to sign off, have the *Team* review the reports for data accuracy.
- ❑ Review the Sign Off Report for accuracy prior to signing off. Have the *Team* confirm the data is correct.
- ❑ The Sign Off Button (electronic signature)
 - Is only visible via the Superintendent’s login ID and password.
 - The button is not available on the report until the Student Record status is **“Ready to Sign Off”**.
 - Alert your superintendent to sign off before the deadline. Continue to follow up to verify the superintendent has signed off.

Student Record

Data Cleansing

Student Record

SR Data Cleansing

Key Data Quality Components



Student Record

SR Data Cleanse

- ❑ Allows the district to correct demographic and identity errors early, thereby reducing the number of errors in Student Class and FTE Cycle 1.
- ❑ Allows the district to resolve data errors earlier in the year, especially the data errors that affect student services.
- ❑ Allows for more time to resolve data conflicts with other districts.
- ❑ Allows for more timely communication with your *TEAM*.
- ❑ Can reduce the need to make last minute online changes.

Student Record

SR Data Cleanse

- ❑ Allows the district to discover incomplete Program data (Special Ed, Gifted, ESOL, Migrant, etc.) earlier in the school year.
- ❑ Allows the coordinator to provide reports to Program managers and school-level staff for timely corrections and updates.
- ❑ Aids in resolving duplicate data issues.
- ❑ Facilitates following up on last year's students.

Student Record

SR Data Cleanse

Data Cleansing Transmission Dates: September 04, 2019 to December 13, 2019

- ✓ Use FY2019 Layouts and Edits
- ✓ Use FY2020 dates and valid values that you have in your local SIS

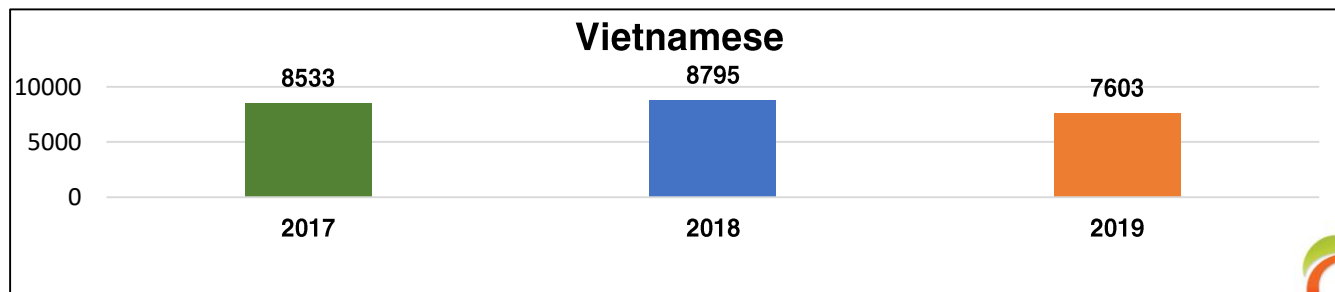
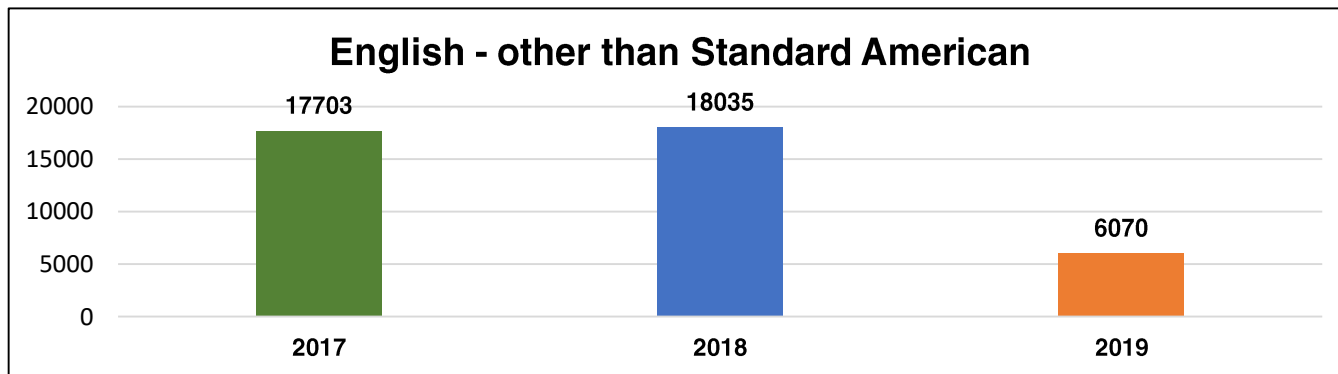
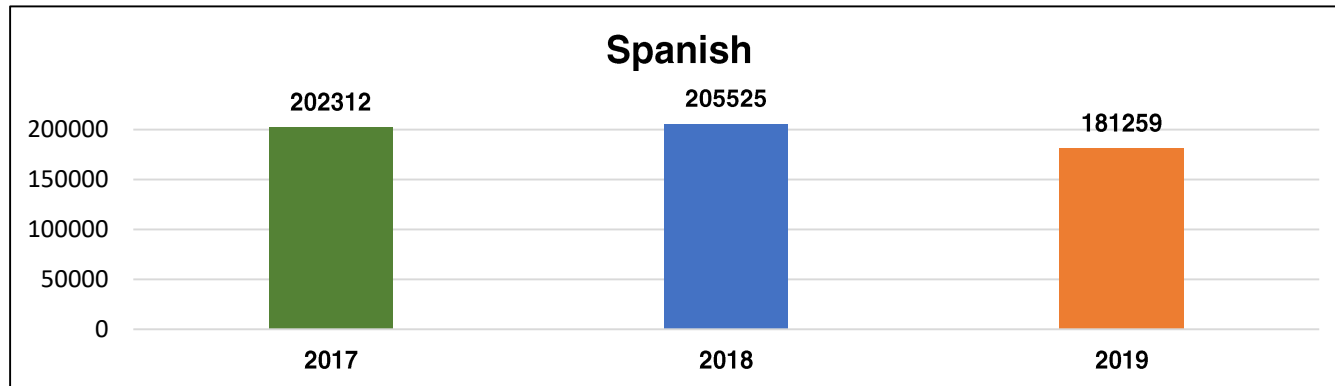
2019				2020
September	October	November	December	January
After uploading, give error reports to schools and Program managers. Make corrections in the local SIS.	Continue to review errors and reports at the School and Program level. Make corrections in the local SIS.	Continue to review errors and reports at the School and Program level. Make corrections in the local SIS.	Continue to review errors and reports at the School and Program level. Make corrections in the local SIS.	STUDENT RECORD NOT AVAILABLE
Data Cleansing				
Find data problems early before Student Class and FTE	FTE - Cycle 1 CPI - Cycle 1 Student Class	Private School FRL		

Student Record 101

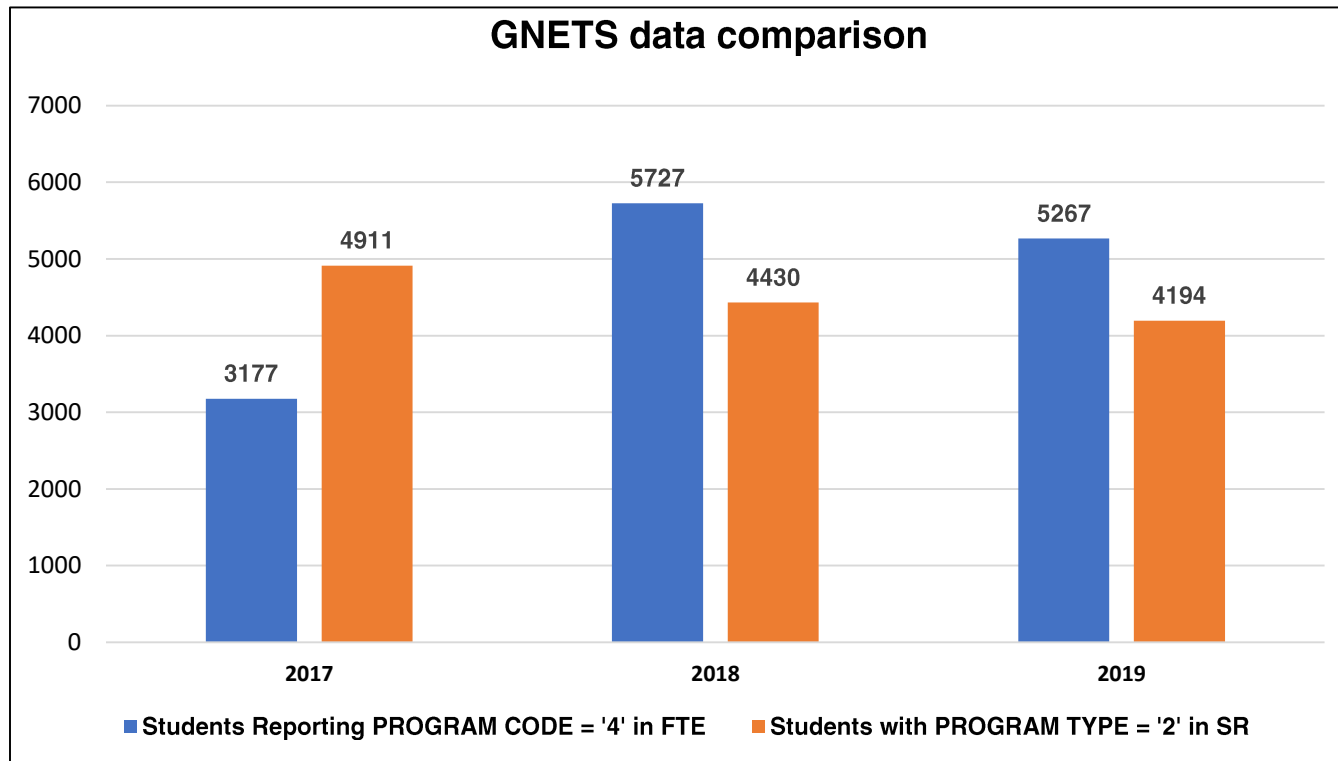
Data Comparisons and Trends



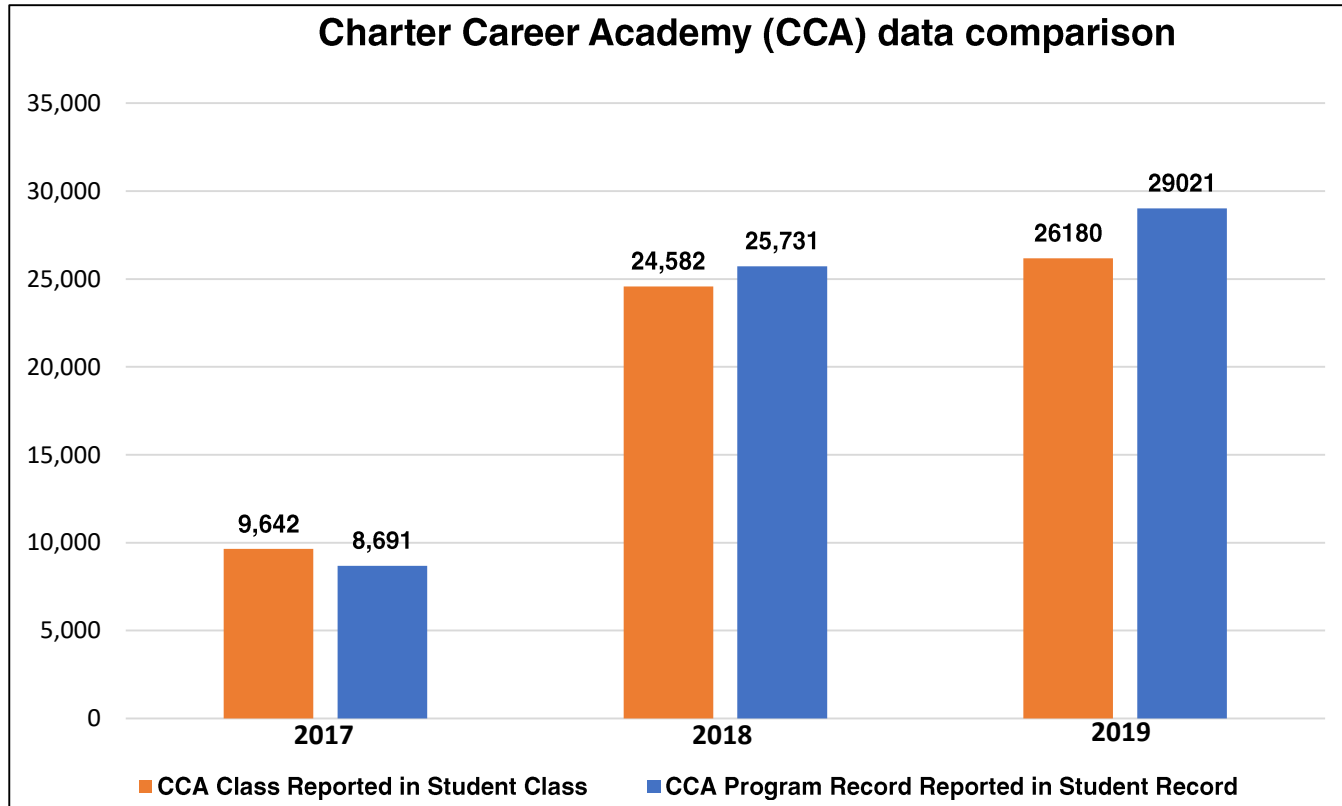
Three Year Trend - Primary Language



Three Year Trend - GNETS



Three Year Trend - CCA



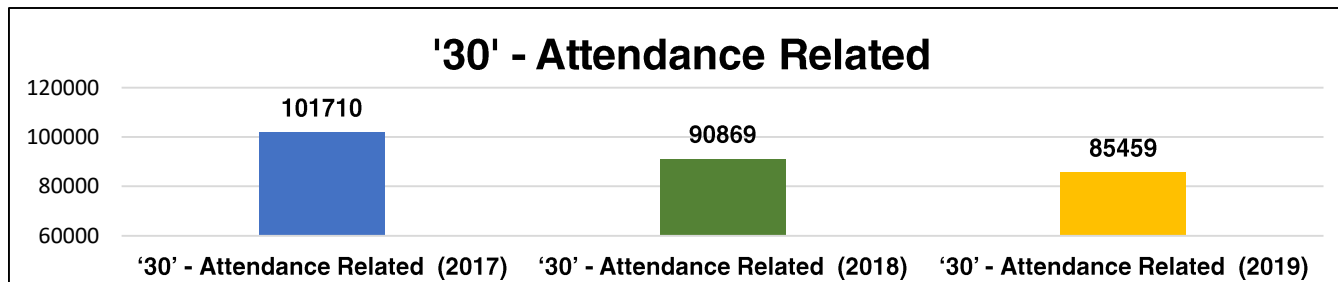
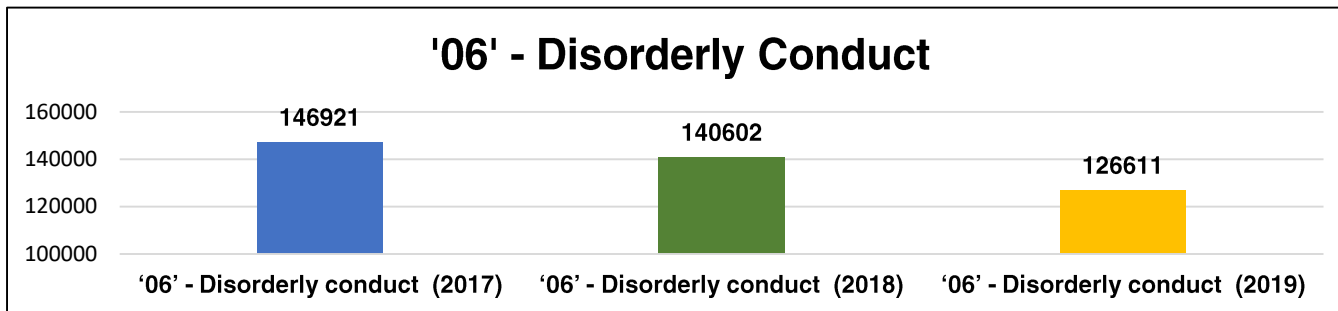
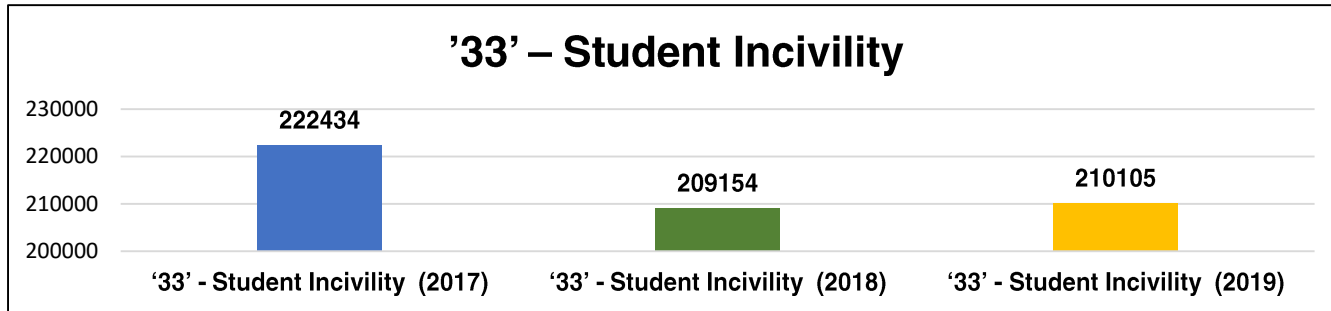
Student Safety

Top Five Incidents

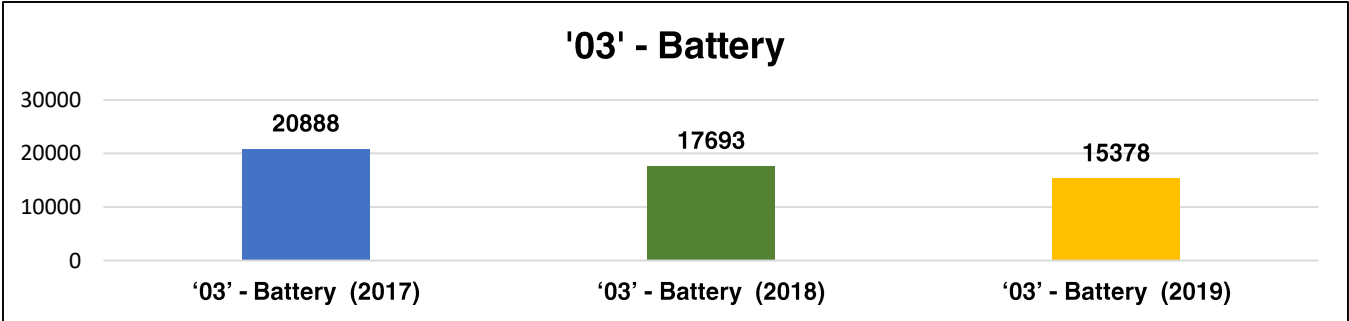
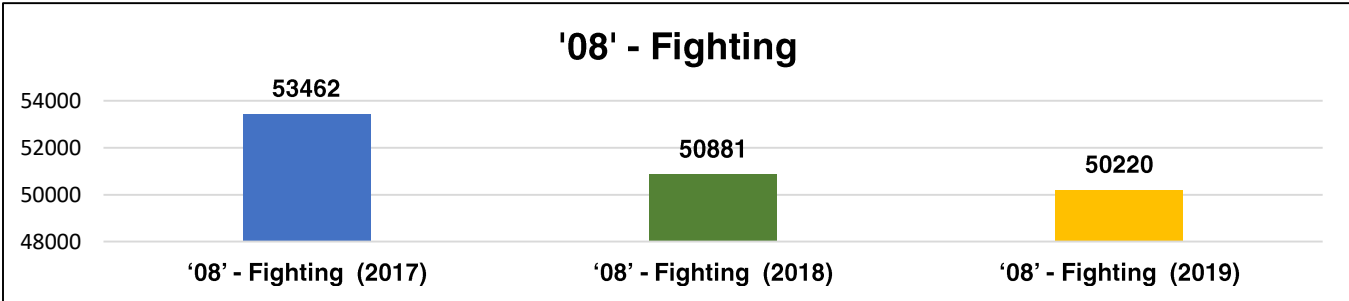
The data reported in Student Record shows the incidents listed below are the most reported incidents for the past three years.

- '33' - Student Incivility
- '06' - Disorderly conduct
- '30' - Attendance Related
- '08' - Fighting
- '03' - Battery

Three Year Trends

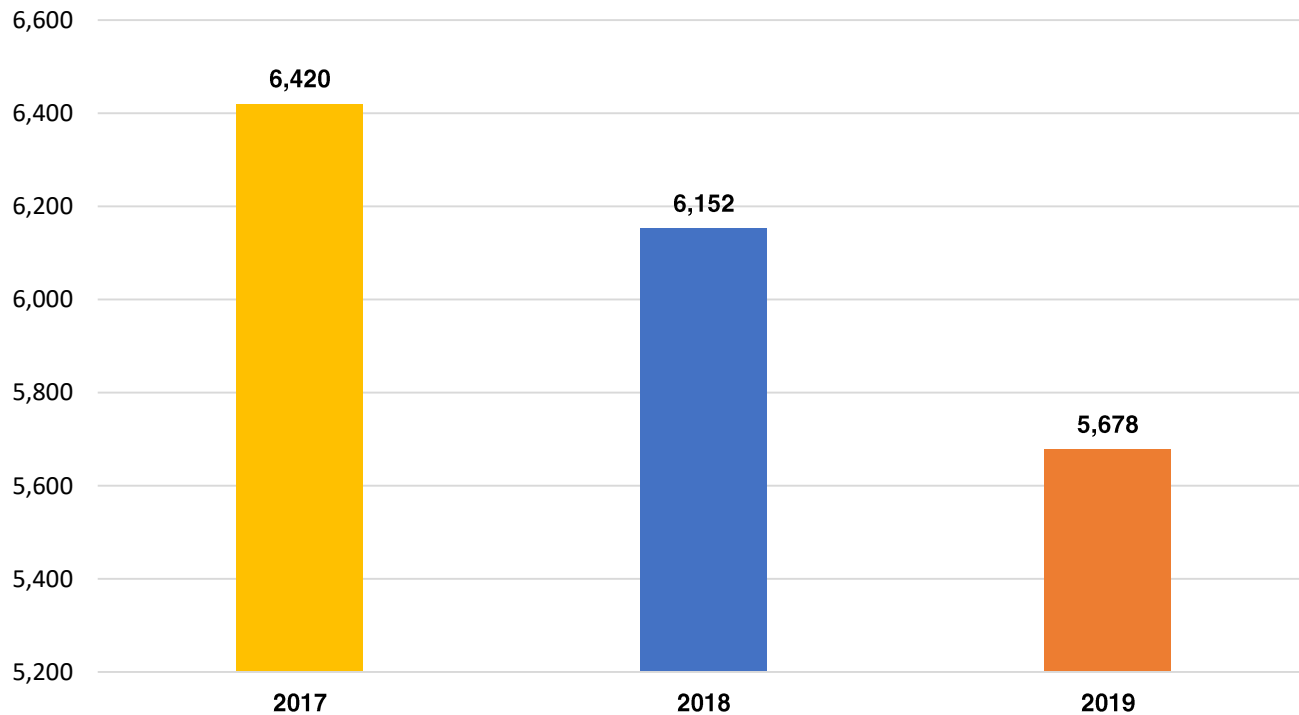


Three Year Trends



Three Year Trend - Bullying

Number of Bullying Incidents



Help Desk Assistance

- The Technology Management Customer Support Center is the first line of contact for questions concerning errors, warnings, and collections in general. The Help Desk can be reached at dticket@doe.k12.ga.us or 1-800-869-1011. When contacting the Help Desk, please follow the guidelines below for email or voice message correspondence:
- **Include:**
 - Your First and Last name
 - District or Charter name
 - Phone number (where you can be most easily reached)
 - Email address (Use “email: youremail@doe.k12.ga.us” in your signature block and you will get a reply email with ticket number)
 - Indicate the collection or application (SR, SC, GUIDE, FTE, CPI, etc. Several collections overlap and the Help Desk supports several other applications)
 - Error/warning number *and* message
 - Description of the issue or the question
- **Please DO NOT include personally identifiable data in your correspondence. This includes the use of full names, full SSN’s/GTID’s (partial #’s are ok), or other personally identifiable data.**
- Portal I-mail is secure and may be used to send personally identifiable data if necessary.

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	404-651-5312	kaspy@doe.k12.ga.us
Patty Miller	GUIDE Private School Collection STRIDE	404-657-0533	pmiller@doe.k12.ga.us
Carl Garber	Student Record	404-463-2326	cgarber@doe.k12.ga.us
Sharon Armour	Student Class Course Table Maintenance Pre-ID	404-657-1064	sarmour@doe.k12.ga.us
Katie Green	CPI Free and Reduced Meal PCG STRIDE	404-463-1946	kagreen@doe.k12.ga.us
Irish Saxton	FTE End Of Pathway Assessment	404-657-0536	isaxton@doe.k12.ga.us
Stephanie Smith	New Coordinator Liaison Systems Analyst (PCG)	404-463-0256	stephanie.smith@doe.k12.ga.us

