

GO-IEP and FTE: Using Reports in GO-IEP for FTE Reporting

2020 Data Conference
Georgia Online IEP
Georgia Department of Education
Division of Special Education
Services and Supports



GO-IEP FTE Data Submission Report

- GO-IEP has a report that includes all special education elements collected in FTE except the 6 Program Segment Codes, Inclusion Codes, Transportation Segments, and Itinerant Teacher.
- GO-IEP System and School Admins can access it through reports by choosing Data for FTE Submission

Plan for Success

- Begin reviewing the FTE report early (August) and review on a regular schedule through FTE Count Day
- Other reports to watch:
 - Status Report
 - Meetings Report– Meetings Not Completed
 - Override Not Submitted
 - Services Report

Plan for Success

- Have Case Managers check/ verify:
 - Eligibility categories match the most recent eligibility report
 - Publicly enrolled question is answered correctly

GO-IEP FTE Data Submission Report

These fields show in the excel:

Excel Column	FTE report element	Where does the report get the data?
A	System Code	
B	Year	
C	School Code	The current school showing in GO-IEP
D	Minutes per week	Calculated from the services active on the date of the report
E	Report Type	Reported based upon IEP status in GO
F-U AB-AM	Disability and Related Services for Federal Reporting	F-U from the profile AB-AM from related services active with the current IEP in GO
V	Primary Disability	The active IEP in GO
W	Secondary Disability	profile page
X	Primary Disability Code	Converts disability shown in column V to the applicable FTE code
Y	Disability Used for Program Code	Duplication of Column V unless SDD, AU or TBI. If these- the disability selected on the profile page
Z	FTE Program Code	Converts disability shown in column Y to the applicable FTE code

GO-IEP FTE Data Submission Report

These fields show in the excel:

Excel Column	FTE report element	Where does the report get the data?
AA	All Related Services provided for the student	All Related Services active in the current IEP in GO
AN	IEP type– Y, N or S	The IEP type in GO (N will never show in GO)
AO	GTID	profile page
AP	Exit Event	Event 9 or 10 events used as exit reasons in GO if prior to FTE1 and not previously reported
AQ	Exit Date	Event 9 or 10 events used as exit reasons in GO if prior to FTE1 and not previously reported
AR	GAA	The current IEP in GO
AS	Student Last Name	profile page
AT	Student First Name	profile page
AU	Student Grade	profile page
AV	Case manager	profile page
AW	Environment Code	profile page

FTE Report

- Export to Excel starting in August
- Turn on Filters
- Sort/ Filter Column D: Service Minutes/ Wk
 1. Look for total number of minutes per week > 1800
 2. Look for “IEP NOT FINALIZED”
 3. Look for “Mock IEP”
 4. Look for “IEP Not Available”
 5. Look for “Not Publicly Enrolled”
 6. Look for Blanks

FTE Report

- Sort/ Filter Column Z and AW:
 1. filter for Blank
 2. The system admin will need to return to the student's profile page to enter and save the appropriate code.
- Sort/ Filter Column AN
 - Filter for “S” to verify list of Services Plans
- Sort/ Filter other columns to check information

FTE Reporting

- Infinite Campus(IC) has a tool that will import the report into IC
 - Generate FTE Record Extract gives users the report in a format that can be imported into the tool in IC
 - HELP includes the GO-IEP FTE File Layout if needed.
- PS is currently developing a tool to be able to import this report into PS
 - HELP includes the GO-IEP FTE File Layout if needed.

FTE Reporting

- Import regularly once FTE opens to capture updates when meetings are finalized.
- Compare to FTE reports in GaDOE portal.
- If importing, make a list of the GNETS students for the minutes/ per week to be updated in the SIS once no additional imports from the GO-IEP file will be done.
 - Currently GNETS services are still included, therefore any minutes per week currently provided by GNETS staff will need to be removed and manually adjusted in the SIS.

We're here to help!

Reach out to your GO-IEP contact if you need any assistance.

Linda Castellanos, Program Manager

Office: 404-463-0155 Cell: 404-719-8045

lcastellanos@doe.k12.ga.us

NORTH

Phoebie Atkins

Cell: 470-316-8633

patkins@doe.k12.ga.us

Julie Spires Youngblood

Cell: 470-316-8663

jyoungblood@doe.k12.ga.us

SOUTH

Emily Dishman

Cell: 678-326-8087

edishman@doe.k12.ga.us

Dale Rose

Cell: 678-340-0162

drose@doe.k12.ga.us



www.gadoe.org

   @georgiadeptofed

 youtube.com/georgiadeptofed



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