

FTE REVIEW

**IRISH SAXTON
DATA COLLECTIONS SPECIALIST
GEORGIA DEPARTMENT OF
EDUCATION**



FULL TIME EQUIVALENT (FTE)

FY2019 FTE CYCLE DATES

CYCLE 1: Active and Withdrawn Students, Special Education Child Count

- OFFICAL COUNT DATE: Tuesday, October 2, 2018
- Initial Transmission Deadline: Tuesday, October 9, 2018
- Duplicate Resolution: Tuesday, October 16, 2018
- **FTE signoff: Tuesday, October 23, 2018**

CYCLE 3: Active Students (Only)

A decorative graphic on the left side of the slide, featuring stylized leaves and swirling patterns in a light gray color.

The Signoff for the FTE Survey was yesterday, September 25, 2018.

The FY2019 FTE Data Survey must be completed prior to FY2019 FTE cycle 1. Failure to complete and sign-off on the FTE Data Survey will prevent the district from being able to submit data for FTE cycle 1 on Tuesday, October 2, 2018.

End date: Tuesday, September 25, 2018

THE DISTRICT MUST SIGN-OFF ON THE FTE DATA SURVEY IN ORDER TO BEGIN SUBMITTING DATA FOR FTE CYCLE 1.



PRIOR TEN DAYS

- ❑ To determine the **PRIOR TEN DAYS** date, start counting the 10 school days preceding the (alternate) FTE count date. Remember to exclude weekends and non-school days when counting.

FTE is used for:

- **Official Enrollment Counts**
- **QBE Funding**
- **Special Education Federal Child Count**
- **Program Monitoring**
- **CCRPI** (College and Career Ready Performance Index)
- **Federal Reporting**

**WHY DO
WE
REPORT
FTE?**

FULL TIME EQUIVALENT (FTE)

STUDENTS REPORTED IN FTE CYCLE 1

- All **ACTIVE** students enrolled in any public school in Georgia on the FTE 'Count Day'.
- All student who were **ACTIVE** at any point after October 3, 2017 must be reported in FTE 2019-1.

You do not have to decide who to send. Your SIS vendor program will pull a record for these students.

FULL TIME EQUIVALENT (FTE)

STUDENTS REPORTED IN FTE CYCLE 1 (Continued)

- Students receiving hospital/homebound services for the minimum three hours per week during any part of the ten school days preceding the day of the count.
- Students who have completed high school since the previous October FTE count day should be reported with (**WITHDRAWAL REASON = 'G'**).

Important Items to Remember:

- Students should have complete schedules.
- Student must have been present at least one of the ten school days prior to the FTE count day.
- Program guidelines must be met to claim segments for funding (unless exempted via waiver).

Situations That Do Not Earn FTE

Students who:

- are in GRADE LEVEL is Pre-Kindergarten (PK), Underage Kindergarten (UK), or Underage First Grade (U1).
- are either overage (21 for general Ed students; 22 for Special Ed students).
- are not present for at least 1 of the 10 days prior to the FTE count day.
- have a RESIDENT STATUS CODE = '5' (out-of-state student, like a student who comes from AL with his teacher Mom). ((You do get paid for 'refugee' students from out of state.))
- Any PROGRAM CODE segment reported with one of the following:
 - PROGRAM CODE = 'O' - Other, non-State funded; OR for any Pre-K
 - PROGRAM CODE = '4' - Student receiving GNETS Program services- other funding provided
 - PROGRAM CODE = 'N' - Student is in Study Hall that segment

Check FTE Report - FT012 Non-Funded Student Detail



Alternate Count Day:

If your district has an alternate count day (10/09/2018), the district is still accountable for meeting the state-wide FTE Cycle 1 deadlines (Initial Transmission, Duplication Resolution, and FTE Sign-off).

Note:

*Students who transfer to your district by the alternate count date, but were enrolled in another school system on the state FTE Count Day (October 2, 2018) can only be counted and reported by the **system** where the student was enrolled on October 2, 2018.*

No-Show

Refers to a student who started the enrollment process but subsequently did not attend the school (A student is not in attendance on the first day of school but expected based on prior year enrollment). No-show students are reported in FTE-1. The student would not be reported in any other data collection unless the student returns to the district after FTE Cycle 1. The **WITHDRAWAL DATE** for no-show students must be 6/16 of the previous fiscal year. (Don't withdraw a student on the first day of school.)



FTE DOCUMENTATION

Data Collection – Documentation website

General Information

Data Collection Documentation

Data Collection Overview

Data Collection Transmission Dates

FY2019 Data Conference

GaDOE Name Processing Rules

Georgia Student Data Privacy, Accessibility, and Transparency Act

Records Retention

School Count by Type

Submit Request for Data

FY2019 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
- 'New Coordinator' Documentation
- Presentations, Webinars, and Miscellaneous Documentation
- FY2019 Summary of Transmission Dates

FULL TIME EQUIVALENT (FTE) - Documentation

- **FILE LAYOUT** (map)

The file layout includes the name of every data element collected, the format, field length, starting/ending position, a description of the data element, and a list of all the edit checks related to the data element.

Located in the portal on the Transmission Page (Transmission Cycle)

- **DATA ELEMENT DETAIL** (Dictionary)

The Data Element Detail includes the definitions and coding guidelines for all of the data elements reported in FTE. The document is organized in alphabetical order by the name of the data element (or “field”).

- **GENERAL INFORMATION** (How to)

This document includes a summary of data element/edit changes, common terms, standard definitions, and information related to FTE processes and resources.

- **CATEGORIES AND WEIGHTS**

This document provides the description of each **PROGRAM CODE** and the funding weight for each **PROGRAM CODE**.

- **GUIDELINES FOR SPECIAL EDUCATION ENVIRONMENTS**

This document provides guidelines for determining which environment to use when reporting each child.

2019 GaDOE Data Conference



Collecting Education Data Today for Better Decisions Tomorrow

[Home](#)[Location](#)[Hotels](#)[Sessions](#)[Presentations](#)[Registration](#)

Conference Dates: August 22 - August 24, 2018

FY 2019 Data Conference

Conference Description:

Please plan to join us at the annual Data Conference. The Georgia Department of Education will host a three-day conference at the Classic Center in Athens, Georgia. The conference mission continues to focus on presenting attendees with a better understanding of state and federal reporting requirements, including any reporting changes for fiscal year 2019. The conference will also provide attendees with information related to the importance of internal data collections and reporting procedures.

Target Audience:

Any Georgia public school district or state education agency personnel (SEA, district and school level administrators, and support staff) responsible for state and federal reporting related to funding, accountability, or education program management is encouraged to attend the conference. The target audience includes those individuals with responsibility for collecting, maintaining, reporting, or certifying data at any levels within the school district.

Conference Dates:

August 22 - August 24, 2018

Teaching and Learning

- Curriculum & Instruction
- Georgia Virtual Learning
- Student Support Teams
- Teacher and Leader Support and Development

External Affairs & Policy

- AskDOE
- Charter Schools
- Communications
- Excellence Recognition
- Governmental Affairs
- Policy
- State Board of Education

Finance & Business Operations

- Accounting Services
- Budget Services
- Facilities Services
- Financial Review
- Human Resources
- Internal Support
- Pupil Transportation
- School Nutrition

Technology Services

- Data Collections
- Georgia's Statewide Longitudinal Data System
- Infrastructure
- Instructional Technology
- PCGenesis

School Improvement

- School and District Effectiveness

Assessment & Accountability

- Accountability
- Assessment
- College and Career Ready Performance Index (CCRPI)

Career, Technical, Agricultural Education

Federal Programs

- Special Education Services and Supports
- Title Programs

State Schools

Board Meetings

- [Live Webcast](#)
- [Webcast Archive](#)
- [Meeting Minutes](#)

Rules and Decisions

- [Decisions](#)
- [Board Rules](#)
- [Proposed Rulemakings](#)
- [Hearings & Appeals Procedures](#)

State Education Rules

State Education Rules

These current rules have been adopted by the State Board of Education, filed with the Secretary of State, and are, therefore, in effect.

Rules are listed in alphabetical order according to National Schools Boards Association (NSBA) codes. To sort by a particular category, simply click on column heading.

To determine rules of the State Board of Education that have been recently adopted, sort the column 'Effective Date'. The most recently adopted rule appear at the end of the list.

See Also

- [Education-related Laws \(look for Title 20-2\)](#)

Search engine for the Official Code of Georgia (O.C.G.A.)

*** For a list of all State Board of Education Rules, please click Search below. ***

Search

Search By Keyword Search

Total number of items are :145

NSBA Code	Effective Date	Rule Number	Title	Guidance, Guidelines, & Resources
AF	03 Nov 2010	160-5-1-.02	School Day and School Year for Students and Employees	
BBB	12 Oct 2016	160-5-1-.36	Local School Board Governance	Local School Board Governance Supporting Documents
BCAEA	15 Jun 1998	160-1-3-.04	School Law Tribunals and Appeals	
BCAEA(2)	07 Mar 2002	160-1-3-.07	Consolidated Hearings Under Individuals	

Offices & Divisions ▾

Programs & Initiatives ▾

Data & Reporting ▾

Learning & Curriculum ▾

State Board & Policy ▾

Finance & Operations ▾

Contact ▾

Calendar ▾

Teaching and Learning

Curriculum & Instruction

Georgia Virtual Learning

Student Support Teams

Teacher and Leader Support and Development

External Affairs & Policy

AskDOE

Charter Schools

Communications

Excellence Recognition

Governmental Affairs

Policy

State Board of Education

Finance & Business Operations

Accounting Services

Budget Services

Facilities Services

Financial Review

Human Resources

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Pupil Transportation

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Technology Services

Data Collections

Georgia's Statewide Longitudinal Data System

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Assessment & Accountability

Accountability

Assessment

College and Career Ready Performance Index (CCRPI)

Career, Technical, Agricultural Education

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Special Education Services and Supports

Title Programs

State Schools

Budget Services

The mission of the Budget Services division is to provide high-quality, service-oriented, policy-driven support for Georgia students and to parents, educators and other constituents in a timely fashion in the areas of QBE and grant allocations.

Budget Services develops the Department's annual budget requests and tracks the status of the budget request through the legislative cycle. When funds are appropriated we prepare the Annual Operating Budget for use in the Department as well as Local School system allotments for the appropriate time period.

The Budget Services division works with Georgia Department of Education staff by providing training and technical assistance to assist with budgeting and planning for expenditures. Budget Services prepares allocations for funding of the Quality Basic Education Formula based on data collected from local school systems regarding student and staffing, as well for many of the state funded grant programs.

Teacher Salaries

- [2019](#)
- [2018](#)
- [2017](#)
- [2016](#)
- [2015](#)
- [2014](#)

Contact Information

Jon Cooper

Budget Director

Phone: 404-463-6785

Fax: 404-656-0816

Helpful Links

- [QBE Reports \(Allotment Sheets\)](#)
- [QBE Reports \(Payment Advice\)](#)
- [School System Financial Reports](#)
- [Governor's Office of Planning & Budget](#)
- [Georgia General Assembly](#)
- [Georgia House of Representatives Budget Office](#)
- [Georgia Senate Budget & Evaluation Office](#)
- [Georgia State Accounting Office](#)
- [Georgia Department of Audits](#)
- [U.S. Department of Education Grants &](#)

Georgia Department of Education

Richard Woods
State Superintendent of Schools

QBE REPORTS

Instructions

- Select Year from the drop down box above.
- Click Set FY.

PLEASE REVIEW ALL MESSAGES CAREFULLY:

NOTE: All the reports will have to be printed using Legal Size paper (8.5"x14") and in Landscape format. In order to View and Print these reports, Adobe Acrobat Reader should be installed in your computer. If this software is not installed in your computer, then please download a free copy from this site. [Acrobat Reader](#)

FTE FILE LAYOUT

Transmission on 09/25/2018 09:09:33 am [click here to print](#)

Georgia Department of Education
Full Time Equivalent (FTE)

FTE Transmission Period

Transmission Cycles	Transmission Period
FTE2019-1	Current Documentation
FTE2018-3	• FTE File Layout NEW
FTE2018-1	• FTE Updates
FTE2017-3	
FTE2017-1	
FTE2016-3	
FTE2016-1	
FTE2015-3	
FTE2015-1	
FTE2014-3	
FTE2014-1	
FTE2013-3	
FTE2013-1	
FTE2012-3	
FTE2012-1	
FTE2011-3	
FTE2011-1	
FTE2010-3	
FTE2010-2	
FTE2010-1	
FTE2009-3	
FTE2009-2	
FTE2009-1	

Look for the 'NEW'.
In the Revision, check the dates and see what is NEW.

EXAMPLE OF FTE FILE LAYOUT

FY2018 FTE DATA COLLECTION- DATA FILE LAYOUT

Element ID	Element	Report Cycle	Field Type	Format	Field Length	Starting Position	Ending Position	Description	Edits
FTE001	SYSTEM	1, 3	A	xxx	3	1	3	School System Code	E040 - SYSTEM must be an active school system code in the Facilities Database.
FTE002	FISCAL YEAR	1, 3	A	yy	2	4	5	Fiscal Year of Record	E010 - FISCAL YEAR not valid. FISCAL YEAR must be the current valid FISCAL YEAR.
FTE003	REPORT PERIOD	1, 3	A	x	1	6	6	FTE Report Period	E020 - REPORT PERIOD must be the current valid FTE REPORT PERIOD as follows: '1' = October '3' = March
Filler	Filler	Filler	A	x(15)	16	7	22		N/A – NO EDITS
FTE005	SCHOOL CODE	1, 3	A	xxxx	4	23	26	Number that identifies a school within a system	E050 - SCHOOL CODE must be an active FTE school in the Facilities Database (where LIFE STAGE = '4' or '7' and REPORT FTE = 'Yes'). If FTE REPORT PERIOD='1', the SCHOOL CODE may be a closed school that reported FTE for the immediately preceding FTE REPORT PERIOD. E055 - If FTE REPORT PERIOD is '1' or '3' and if SCHOOL in the Facilities Database has LIFE STAGE='4' or '7' and 'REPORT FTE' = 'Yes', then at least one record for this SCHOOL CODE must exist. E1100 - If SCHOOL CODE = BLANK or null, default SCHOOL CODE to '9999'.
FTE006	GRADE LEVEL	1, 3	A	xx	2	27	28	GRADE LEVEL in which the student is enrolled for the current school year.	E070 - Must be one of the following valid GRADE LEVELS: 'PK' Pre-Kindergarten 'UK' Underage Kindergarten 'KK' Kindergarten 'U1' Underage Grade 1

FTE MAIN MENU




FTE Main Menu Transmission on 10/04/2017 12:00:00 am - Data Have Errors [click here to print](#)



Georgia Department of Education
Full Time Equivalent (FTE 2018-1)




FTE Report Menu
660-Fulton County




FTE Main Menu

Data have Errors.

-  [FTE Survey Data](#)
-  [FTE Reports Menu](#)
-  [FTE File Upload](#)

-  [FTE Validate Data](#)
-  [FTE Add/Edit/Delete Student Data](#)
-  [FTE Delete All System Data](#)

-  [ADHOC Query](#)
-  [SPEDHIST-GTID Claimed Student Sp. Ed. History Report](#)
-  [FTE Primary Contacts](#)

-  [Duplicate GTID Report](#)
-  [Manual Relief Request](#)
-  [Status Check List](#)

What is an Error?

How is an Error different from a Warning?

ERROR:

An error message is generated when data does not conform to GaDOE business rules for the data element. This could include invalid values or data outside the expected data range. In almost all cases, errors must be corrected before sign-off. On rare occasions, the error may reflect accurate data and the error may need to be relieved. See Error Relief Process Presentation on the Data Collections Documentation website.

WARNING:

A warning is an edit that indicates a possible problem with data. Warnings are meant to call your attention to data that is outside the expected data range. Warnings do not have to be 'corrected' if they are an accurate reflection of the data.

What is a segment?

Reporting of Segments

FTE Instructional Segment

For purposes of reporting FTE, the academic day is thought of as being divided into six equal segments of instructional time.

One FTE (Full-Time Equivalent) is equal to six “instructional segments”. An instructional segment is the service provided to a student during one-sixth of an academic day.



HOW TO SUBMIT FTE

When submitting FTE, good data in your SIS means good data in FTE

Step 1: Extract the data from your SIS

Step 2: Upload your data into the Portal

Step 3: Check your errors

Step 4: Look and verify reports are accurate

Step 5: Share reports with appropriate personnel for review

Step 6: Sign-Off

FTE MAIN MENU


FTE Main Menu Transmission on 10/04/2017 12:00:00 am - Data Have Errors [click here to print](#)


Georgia Department of Education
Full Time Equivalent (FTE 2018-1)


FTE Report Menu
660-Fulton County


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-  [FTE Primary Contacts](#)

-  [Duplicate GTID Report](#)
-  [Manual Relief Request](#)
-  [Status Check List](#)

FTE FILE UPLOAD

Full Time Equivalent

660

Full Time Equivalent Data Collection for Fiscal Year 2017

- 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 :

ERROR REPORT

Georgia Department of Education
Full Time Equivalent (FTE 2019-1)

Errors and Warnings Summary
601-Applying County

[Download Errors](#)

Please select School :

Error Code	Error Description	Total Errors
E029	SCHOOL ENTRY CODE missing or not valid.	420
E0486	The SYSTEM ID and SCHOOL ID reported does not match the SYSTEM ID and SCHOOL ID for the last GTID claim in GUIDE.	4
E049	All full-time students reported as active in Student Record from prior FISCAL YEAR must be reported in FTE 2019-1. All students reported in the prior FISCAL YEAR Student Record with a WITHDRAWAL DATE on or after 10/03/2017 must be reported in FTE 2019-1.	3,278
E055	No students were reported from this school.	5
E0703	STUDENT STATUS = 'N' but student is still in the same GRADE LEVEL, or lower, as in prior year Student Record. STUDENT STATUS should be 'R'.	420
E1070	Special Education EVENT CODE was not reported for the student and REPORT TYPE = 'R'. PRIMARY AREA must be blank.	4
E1081	Student reported with PRIMARY AREA and no exit EVENT CODE. ALL IEP SERVICES must = 'Y', 'N', or 'S'.	4
E1083	PRIMARY AREA is not null, SPECIAL ED ENVIRONMENT is required.	74
E1142	Non-ESOL must equal '01', '02', '03', '04', or '05' when student is EL but not receiving any ESOL segments (ESOL - ITINERANT segments plus ESOL - Non-ITINERANT segments = zero).	2
E116	Must equal one of the following codes: "Y" -Student has been enrolled in a U.S. school for less than 3 years. 'N' - Student has been enrolled in a U.S. school for more than 3 years.	420
E2159	STUDENT PRIMARY LANGUAGE is required when the PLACE OF BIRTH code is not for the U.S. or Puerto Rico.	420
E216	STUDENT PRIMARY LANGUAGE must equal one of the language codes specified in the Data Element Detail.	19
E225	ESOL code missing or not valid. Must be 'Y' or 'N'.	20
E2568	STUDENT STATUS = 'N', GRADE LEVEL should be no more than two grades different than reported in Student Record but cannot be the same GRADE LEVEL reported in Student Record.	306
E343	PLACE OF BIRTH must be one of the valid codes 10 - 2460, 9901, 9910, 9920, or 9999. Blanks are not allowed.	420
E799	Special Ed student reported in SR and did not exit program, but REPORT TYPE = 'R' in FTE.	3
W107	Exit EVENT CODE reported in Student Record indicates the student exited SpEd. Please verify the REPORT TYPE and PRIMARY AREA reported in FTE Cycle 1 are correct.	5
W705	Warning: PROGRAM CODE = 'U' should not be used with PROGRAM CODE = 'Z', '1', 'W', or 'X'.	1

[Display All Errors](#)

DRILLING INTO THE ERRORS

FT008-A Transmission on 06/12/2017 03:57:48 pm - Manual Relief Request Pending Approval [click here to print](#)

Georgia Department of Education
Full Time Equivalent (FTE 2018-1)

Errors and Warnings Summary
601-Applying County

School-Name	Error Code	GTID	Student Name	Grade	Error Message	Data Submitted	Input Field
0103-Applying County High School	E049	1234567890	Armour, Sharon	9	All full-time students reported as active in Student Record from prior FISCAL YEAR must be reported in FTE 2017-1.	1234567890, Armour, Sharon	GTID, Last Name, First Name
0103-Applying County High School	E049	9876543210	Green, Katie	9	All full-time students reported as active in Student Record from prior FISCAL YEAR must be reported in FTE 2017-1.	9876543210, Green, Katie	GTID, Last Name, First Name
0177-Applying County Elementary School	E049	1472583690	Aspy, Kathy	5	All full-time students reported as active in Student Record from prior FISCAL YEAR must be reported in FTE 2017-1.	1472583690, Aspy, Kathy	GTID, Last Name, First Name
0277-Applying County Primary School	E049	3692587410	Garber, Carl	1	All full-time students reported as active in Student Record from prior FISCAL YEAR must be reported in FTE 2017-1.	3692587410, Garber, Carl	GTID, Last Name, First Name
0277-Applying County Primary School	E049	1321654987	Hardy, Tom	PK	All full-time students reported as active in Student Record from prior FISCAL YEAR must be reported in FTE 2017-1.	1321654987, Hardy, Tom	GTID, Last Name, First Name
0277-Applying County Primary School	E049	1379159753	Chester, Robin	PK	All full-time students reported as active in Student Record from prior FISCAL YEAR must be reported in FTE 2017-1.	1379159753, Chester, Robin	GTID, Last Name, First Name

.....Please Select Report Level.....

.....Please select Report



Demographic & Program Info.		Segments Info.		Special Ed. Child Count Info.	
GTID					
Last Name		First Name		Middle Name	
School Name	0103 Appling County High School	Student Status		Grade Level	09
Prior 10 Days		Date of Birth (mm/dd/yyyy)		Gender	M - Male
Ethnic Hispanic	N - No	Race American-Indian	N - No	Race Asian	N - No
Race Black	N - No	Race Pacific	N - No	Race White	W - White
Resident Status Code		System of Residency		Regular Environment	
Report Type		Primary Area		ALL IEP Services	
English Learner	N	Total Service Minutes			
School Entry Code		School Entry Date (mm/dd/yyyy)	07/01/2018 to 10/02/2018		
Event Code		Event Date (mm/dd/yyyy)	04/01/2018 to 10/01/2018		
Withdrawal Reason		Withdrawal Date (mm/dd/yyyy)	10/01/2017 to 10/01/2018		
			Diploma Type		

[Codes Legend](#)



FTE REPORTS



Some of the Most Important FTE Reports

FT002 - Enrollment By Grade

FT009 - 3 FTE Counts

FT011 - Funded and Non-Funded Students

FT013 - Graduated Students

FT024 - Special Education Child Count

FT044 - Student Summary for Active Students

QBE funding is found at:

https://app.doe.k12.ga.us/ows-bin/owa/qbe_reports.public_menu?p_fy=2000

FTE MAIN MENU




FTE Main Menu Transmission on 10/04/2017 12:00:00 am - Data Have Errors [click here to print](#)




Georgia Department of Education
Full Time Equivalent (FTE 2018-1)




FTE Report Menu
660-Fulton County




FTE Main Menu

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-  [ADHOC Query](#)
-  [SPEDHIST-GTID Claimed Student Sp. Ed. History Report](#)
-  [FTE Primary Contacts](#)

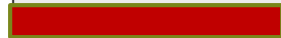
-  [Duplicate GTID Report](#)
-  [Manual Relief Request](#)
-  [Status Check List](#)

FT010-B Transmission on 10/24/2017 11:13:05 am - Signed off [click here to print](#)

Georgia Department of Education
Full Time Equivalent (FTE 2018-1)



FTE Category	FTE Code	FTE		Number Difference	Percent Difference	Possible Problems *
		2017-1	2018-1			
Kindergarten	A	5,514	5,506	-8	0	
Grades 1 to 3	B	17,744	17,333	-411	-2	
Grades 4 to 5	C	11,190	11,586	396	4	
Middle Grades 6 to 8	9	0	0	0	0.00	
Middle School 6 to 8	H	15,110	15,570	460	3	
Grades 9 to 12	D	17,543	20,235	2,692	15	Warning
Kindergarten EIP	E	318	639	321	101	Warning
Primary Grades EIP	F	1,099	1,983	884	80	Warning
4th-5th Grades EIP	G	720	997	277	38	Warning
Special Education Level 1		1,783	1,840	57	3	
Special Education Level 2		351	374	23	7	
Special Education Level 3		2,141	2,245	104	5	
Special Education Level 4		202	200	-2	-1	
Special Education Level 5		85	147	62	73	Warning
GNETS (Psycho-Ed Program)	4	77	90	13	17	Warning
Move on When Ready-General	6(D)	203	461	258	127	Warning
Move on When Ready-Voc. Ed.	7(K)	21	25	4	19	
Gifted	I	4,563	6,722	2,159	47	Warning
Remedial Education Grade	J	1,388	1,580	192	14	
Vocational High School Lab	K	2,992	3,310	318	11	
Study Hall	N	0	0	0	0.00	
Other (Non-State Funded)	O	435	391	-44	-10	
		83,479	91,234			





Search Districts

0-9 A B C D E F G H I J K L M N O P Q R S T

Welcome

You have (0) new messages.

GADOE Technology Services - Student FTE Data Collection System - October

Bear Creek Middle School-0391

- FT001-Transmission Verification
- FT001-Transmission Verification
- FT002-Enrollment by Grade
- FT003-Enrollment in Special Programs
- FT004-Enrollment in Special Education
- FT005-Student Residence
- FT006-System of Residence Summary
- FT008-A-Errors and Warning Summary
- FT009-3 FTE Counts
- FT011-Funded and Non-Funded Students
- FT012-Non-Funded Student Detail
- FT013-Graduated Students
- FT014-Withdrawals by Gender and Race/Ethnicity
- FT015-Withdrawals by Grade Level
- FT016-Retained Students
- FT017-Special Education Child Count
- FT018-Hours per Week in Primary Area
- FT019-Related Services
- FT020-Special Ed. Environment-Age 6 and Above
- FT021-Students Reported Graduated More Than One Fiscal Year
- FT024-Gifted Students by Grade

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FT009 - 3 FTE COUNTS

This report lists each of the FTE Categories and the total number of segments reported for each FTE Code for each of the last three FTE counts.

GADOE Technology Services - Student FTE Data Collection System - October 2, 2017 (FTE 2018-1) - 601 Appling County

System Level

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FT009 Transmission on 06/12/2017 03:57:48 pm - Manual Relief Request Pending Approval [click here to print](#)

Georgia Department of Education
Full Time Equivalent (FTE 2018-1)

3 FTE Counts
601-Appling County

FTE Category	FTE Code	October 2017 2018-1		March 2017 2017-3		October 2016 2017-1	
		Segments	FTE	Segments	FTE	Segments	FTE
Kindergarten	A	1,218	203	1,224	204	1,239	206
Kindergarten EIP	E	47	8	41	7	47	9
Grades 1 to 3	B	3,715	620	3,973	662	4,002	667
Primary Grades 1-3 EIP	F	389	65	427	72	398	67
Grades 4 to 5	C	2,280	380	2,410	402	2,431	405
Grades 4-5 EIP	G	257	43	281	47	253	42
Middle Grades 6 to 8	9	0	0	0	0	0	0
Middle School 6 to 8	H	3,654	609	3,739	623	3,723	621
Grades 9 to 12	D	3,689	615	3,654	609	3,772	629
Special Education Level 1		52	9	354	60	349	60
Special Education Level 2		15	3	51	10	61	10
Special Education Level 3		288	48	909	151	786	132
Special Education Level 4		94	16	184	32	170	29
Special Education Level 5		85	15	374	62	313	52
GNETS (Psycho-Ed Program)	4	30	5	30	5	30	5
Gifted	I	541	91	553	93	534	90
Remedial Education	J	400	67	406	68	401	67
Vocational High School Lab	K	939	157	966	161	972	162
MOWR - General Education	6(D)	170	28	172	29	171	29
MOWR- Vocational	7(K)	43	7	43	7	43	7
Study Hall	N	0	0	0	0	0	0
Other (Non-State Funded)	O	4	1	3	0	9	1
Total			2,990		3,304		3,290

FT011 - FUNDED AND NON-FUNDED STUDENTS

List the total number of students, total number of segments, and total FTE's reported for each activity code.

FTE Funded and Non-Funded Students										
FTE Category		2017-3			2016-3			2015-3		
Description	Code	Students	Segments	FTE	Students	Segments	FTE	Students	Segments	FTE
Kindergarten	A	0	0	0	5,976	34,550	5,763	6,702	37,970	6,337
Grades 1 to 3	B	0	0	0	18,773	106,050	17,679	21,179	115,210	19,207
Grades 4 to 5	C	0	0	0	12,756	68,452	11,412	14,005	70,926	11,826
Middle Grades 6 to 8	9	0	0	0	0	0	0	0	0	0
Middle School 6 to 8	H	0	0	0	18,670	90,014	15,003	21,209	96,410	16,070
Grades 9 to 12	D	0	0	0	25,664	119,380	19,897	27,208	119,944	19,993
Kindergarten EIP	E	0	0	0	807	1,799	302	917	1,780	301
Primary Grades 1-3 EIP	F	0	0	0	3,604	6,451	1,082	3,788	7,098	1,188
4th - 5th Grades EIP	G	0	0	0	2,400	3,831	642	2,403	3,810	640
Mild Intellectual Disability	P	0	0	0	0	0	0	438	2,235	382
Moderate Intellectual Disability	Q	0	0	0	0	0	0	365	2,007	336
Severe Intellectual Disability	R	0	0	0	0	0	0	66	359	61
Profound Intellectual Disability	S	0	0	0	0	0	0	15	86	14
Emotional and Behavioral Disorder	T	0	0	0	0	0	0	843	3,500	592
Specific Learning Disability	U	0	0	0	2	7	2	4,546	18,764	3,131
Orthopedic Impairment	V	0	0	0	0	0	0	57	245	44
Hearing Impairment	W	0	0	0	0	0	0	66	239	41
Deaf	X	0	0	0	0	0	0	8	32	6
Other Health Impairment	Y	0	0	0	1	3	1	1,447	5,897	991

FT024 - GIFTED STUDENTS BY GRADE

Shows by grade level the number of gifted students served on the day of the count.

GADOE Technology Services - Student FTE Data Collection System - October 2, 2017 (FTE 2018-1) - 601 Appling County

System Level



FT024 Transmission on 08/24/2017 09:16:11 am [click here to print](#)

Georgia Department of Education
Full Time Equivalent (FTE 2018-1)

Gifted Students by Grade

Gifted Students by Grade		Gifted Students by System- 3 years Data					Gifted Students by School- 3 years Data		Legend
Grade/Gender	Ethnicity Hispanic	Race						Total	
		American Indian	Asian	Black	Pacific Islander	White	Two or More Races		
Pre K		0	0	0	0	0	0	0	
Male		0	0	0	0	0	0	0	
Female		0	0	0	0	0	0	0	
Kindergarten		0	0	0	0	0	0	0	
Male		0	0	0	0	0	0	0	
Female		0	0	0	0	0	0	0	
Grade 1		0	0	0	0	0	0	0	
Male		0	0	0	0	0	0	0	
Female		0	0	0	0	0	0	0	
Grade 2		1	0	0	0	8	0	9	
Male		1	0	0	0	4	0	5	
Female		0	0	0	0	4	0	4	
Grade 3		0	0	0	1	7	0	8	
Male		0	0	0	0	3	0	3	
Female		0	0	0	1	4	0	5	
Grade 4		1	0	0	0	14	0	15	
Male		0	0	0	0	4	0	4	
Female		1	0	0	0	10	0	11	
Grade 5		1	0	0	0	9	1	11	
Male		0	0	0	0	3	1	4	
Female		1	0	0	0	6	0	7	



FULL TIME EQUIVALENT (FTE) REPORT REVIEW

- Start checking reports early to detect data issues
- Have program managers review reports for their program area i.e., Special Education, Migrant, Gifted to ensure data is being reported correctly
- Look for counts that do not make sense

Georgia Department of Education- Sample Checklist



Richard Woods, Georgia's School Superintendent
"Educating Georgia's Future"

FTE Checklist

BACKGROUND

Why FTE?

The Quality Basic Education (QBE) Act requires local school systems to report student enrollment in terms of Full-Time Equivalent (FTE) students. State funding for the operation of instructional programs is generated from FTE data.

How is the Data Used?

1. Official enrollment count
2. Funding for schools
3. Federal Child Count (Special Education compliance)
4. Georgia State Report Card

CHECKLIST



FTE CHECKLIST cont.

CHECKLIST

AUGUST

<input type="checkbox"/>	Complete Student Identity Data Updates and Verification	Verify accuracy in GUIDE; Claim Students as needed
<input type="checkbox"/>	Verify Student Demographic Data	Race, Ethnicity, DOB
<input type="checkbox"/>	Verify No Shows and Withdrawn Students are Coded Properly	Attendance Reports for Teachers to Verify
<input type="checkbox"/>	Verify Grade Level for Retained Students	
<input type="checkbox"/>	Verify Resident Status and System of Residency	
<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"/>	Run Preliminary Reports	Attendance, Program Lists, Basic Demographic Data
<input type="checkbox"/>	Make Corrections as Needed	

FTE CHECK LIST cont

SEPTEMBER

<input type="checkbox"/>	Verify Student Schedules and FTE Program Codes	Ensure accuracy for segments to be pulled
<input type="checkbox"/>	Verify Student Attendance Data	Prior Ten Days
<input type="checkbox"/>	Verify No Shows and Withdrawn Students are Coded Properly	Ensure students that are withdrawn are not reported as active in FTE
<input type="checkbox"/>	Verify the Identify and Updates for Special Education Students	Primary Area, segments, inclusion, transported, supplemental speech Hours Per Week, Related Services, IEP, Environment (Cycle 1 only)
<input type="checkbox"/>	Identify and Update EL Students	EL status, ESOL status, Itinerant and Non-Itinerant segments

<input type="checkbox"/>	Verify Students in Gifted Education, EIP, and REP	Courses, delivery models, segments, teacher information
<input type="checkbox"/>	Create report for Special Education to review Special Education Student Data	FTE Segments (Both Cycles) and Federal Child Count Data Verification (Cycle 1)
<input type="checkbox"/>	Create report for Gifted Education to review Schedules for Gifted Students	Verify segments and delivery models
<input type="checkbox"/>	Create report for Other Programs to review Schedules for Students in those Programs	CTAE, EIP, REP, Alternative Education
<input type="checkbox"/>	Run Preliminary FTE Reports from within SIS System	Review segments, withdrawals, resident status, etc.
<input type="checkbox"/>	Finalize Corrections and Prepare for Data Extraction	Get corrections from program areas, teachers, etc.
<input type="checkbox"/>	Test File Extract Process	

OCTOBER

<input type="checkbox"/>	Make Final Updates in Preparation for FTE Date	
<input type="checkbox"/>	Cease Schedule Changes	
<input type="checkbox"/>	Extract and Upload FTE Data File	Point in Time Collection – Extract as of the Count Date
<input type="checkbox"/>	Review FTE Error Report	Organize errors and work to correct them.
<input type="checkbox"/>	Share Selected Reports with Teachers/Programs to Verify Data	FT024 – Gifted Students by Grade FT025 REP Students by Grade FT026 – ESOL Students by Segments FT042 & FT043 – Special Education Enrollment FT055 – EIP Enrollment FT061 – EL Students FT070 – MOWR Students
<input type="checkbox"/>	Resolve Identity Errors	FT032 – Duplicate Student ID FT040 – Duplicate GTID, Race, Gender, and DOB FT046 – Duplicate GTIDs Within District FT091 – Students With Multiple GTIDs
<input type="checkbox"/>	Verify the Segments and Services Reported by Each Student	FT044 – Student Summary Report for Active Students
<input type="checkbox"/>	Verify Enrollment, Demographic, Residence and Overall Counts	FT001 – Transmission Verification; FT002 – Enrollment by Grade FT006 – System of Residence Summary FT009 – 3 FTE Counts FT011 – Funded and Non-Funded Students FT012 – Non-Funded Student Details FT013 – Graduated Students FT015 – Withdrawn Students FT035 – No Show Students FT051 – EL Students FT068 – Homeless Students FT071 – International Exchange Students
<input type="checkbox"/>	Verify Special Education Reports that Feed Federal Child Count (Cycle 1 only)	FT017 – Special Education Child Count FT018 – Hours Per Week in Primary Area
		FT019 – Related Services FT020 – Special Ed Environment Age 6 and Above FT027 – Special Ed Environment Age 5 and Under FT042 & FT043 – Special Education Enrollment by Race & Ethnicity FT087 – Enrollment by Disability
<input type="checkbox"/>	Verify Final FTE Segment Counts	FT100 – System Signoff Report
<input type="checkbox"/>	Internal Sign Off Process Completed	
<input type="checkbox"/>	Superintendent Signoff Completed	
<input type="checkbox"/>	Print Reports	Print a final copy of the reports if the school or districts desires to keep hard copies.

FULL TIME EQUIVALENT (FTE)

Tips for a Successful FTE Collection

- Print the 'FY2019 FTE Transmission Dates' document and post it where you will see it every day.
- Prepare for the collection early so the district can sign off on time.
- Create a check-list for time frames.
- Respond to emails in a timely manner.
- Review the Documentation
- Verify the data on the reports
- **VERIFY DATA BEFORE SUPERINTENDENT SIGN OFF**

Help Desk Assistance



Help Desk

- dticket@doe.k12.ga.us
- Or call 800-869-1011

Data Collection Team

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