

FY2019 Student Record Update



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Student Record

Today's Topics:

- Student Record Overview
- Timelines & Deadlines
- Updates & Changes
- Reminders

Student Record

- ❑ 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 Course (Class Roster) *OR* Summer School data.
- ❑ Student Record has eight (8) record levels:

System
School
Student
Enrollment
Program
Student Safety
Special Education
Address

Student Record

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 (TKES/LKES evaluations)
10. Program audits
11. GA AWARDS
12. State Report Card
13. Enrollment Verification

Student Record Transmission Dates

Data Cleansing

Thursday, September 6, 2018 to Friday, December 14, 2018.

FY2019 Collection

The FY2019 Student Record Data Collection will begin on Wednesday, February 6, 2019.

Initial Transmissions:

All school systems are required to complete the initial transmission of *Student and Enrollment* data by Wednesday, February 13, 2019. 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transmission should include a record for all students that were reported active in FTE-1 or FTE-3, or reported as withdrawn this **FISCAL YEAR**.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 13, 2019
Enrollment	Wednesday, February 13, 2019
Special Education	Wednesday, February 20, 2019
Student Safety	Wednesday, April 3, 2019
Program	Wednesday, April 17, 2019
Address	Wednesday, April 24, 2019
System	Wednesday, April 24, 2019
School	Wednesday, April 24, 2019

Duplicate Resolution: The deadline for resolving duplicate records of students with the same GTID reported active in more than one school is **Wednesday April 3, 2019**.

Sign Off:

All Student Record transmissions, data review of reports, and superintendent sign-off, must be completed by **Tuesday, June 18, 2019**. 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

Updates

System Level

One SYSTEM level record is submitted for the district. An example of data reported includes the number of psychological consultations and evaluations that occurred in the district.

New SYSTEM Level Data Element:

TKES 90% TEACHING - Identifies whether the LEA wants to consider 90% course time taught for all or individual SGP teachers of record.

New Edit:

E391: TKES 90% TEACHING must be 'C' - Consider Time Taught (CTT) or 'A' - All Teachers Included (ATI). Blank is not allowed

Student Record

Updates

School Level

One SCHOOL level record is submitted 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.

New SCHOOL Level Data Elements:

DUAL ENROLLMENT AWARENESS (8th, 9th, 10th, 11th) **GRADE** - Indicates whether students were made aware of Dual Enrollment opportunities for the next academic year regarding scheduling, enrollment, and coursework guidance. Must be 'Y' or 'N'. Cannot be blank.

New Edits:

E3551: School is reporting students in **GRADE LEVEL** = '08'. **DUAL ENROLLMENT AWARENESS 8th GRADE** must equal one of the following (cannot be blank):

Y – Yes; N – No.

E3552: School is reporting students in **GRADE LEVEL** = '09'. **DUAL ENROLLMENT AWARENESS 9th GRADE** must equal one of the following (cannot be blank):

Y – Yes; N – No.

Student Record

Updates

School Level

New Edits (continued):

E3553: School is reporting students in **GRADE LEVEL = '10'**. **DUAL ENROLLMENT AWARENESS 10th GRADE** must equal one of the following (cannot be blank):

Y – Yes; N – No.

E3554: School is reporting students in **GRADE LEVEL = '11'**. **DUAL ENROLLMENT AWARENESS 11th GRADE** must equal one of the following (cannot be blank):

Y – Yes; N – No.

REMINDER: Please remember to mark the '**ONLINE SCHOOL**' indicator flag correctly in your SIS so accurate data is reported for each school.

Student Record

Updates

Student Level

One student level record must be submitted for each school the student has been enrolled in during the school year. One record must be submitted for each student at the end of the school year, regardless of whether the student is still enrolled or has withdrawn.

New STUDENT Level Data Element

CAREER APTITUDE INVENTORY 8th GRADE - Indicates if the 8th grade student completed a Career Aptitude Inventory during the current **FISCAL YEAR** and saved the results in their personal career portfolio.

New Edits:

E2899: **CAREER APTITUDE INVENTORY 8th GRADE** must equal one of the following codes: 'Y' – Yes, 'N' – No; Blank (Only if student is NOT in **GRADE LEVEL** = '08')

E2891: **GRADE LEVEL** is not '08', **CAREER APTITUDE INVENTORY 8th GRADE** must be blank.

Student Record

Updates

Student Level

New STUDENT Level Data Element

CAREER INTEREST & APTITUDE INVENTORY 10th GRADE - Indicates if the 10th grade student completed a Career Interest and Aptitude Inventory during the current **FISCAL YEAR** and saved the results in their personal career portfolio.

New Edits:

E2999: CAREER INTEREST & APTITUDE INVENTORY 10th GRADE must equal one of the following codes: 'Y' – Yes, 'N' – No, Blank (Only if student is NOT in **GRADE LEVEL** = '10')

E2892: GRADE LEVEL is not '10', **CAREER APTITUDE INVENTORY 10th GRADE** must be blank.

Student Record

Updates

Student Level

New Student Level Data Element

PRIORITY FOR SERVICE - Indicates a student is identified as **PRIORITY FOR SERVICE (PFS)** by the Migrant Education Program (MEP). The GaDOE MEP Regional Office provides a report on a monthly basis that indicates the students identified as PFS. The **PFS** = “Y” must remain for the duration of the school year regardless if a student withdraws from school.

New Edit:

E2242: PRIORITY FOR SERVICE must be: ‘Y’ - Identified as Priority for Service, or ‘N’ - Not Priority for Service; (Blanks not allowed)

Student Record

Updates

Student Level

New Student Level Data Element

21st CENTURY SERVED - Identifies whether the student was served in a 21st Century after-school program this **FISCAL YEAR**. Blank is not allowed.

New Edit:

E1380: 21st CENTURY SERVED must be: 'Y' – Yes or 'N' - Not Priority for Service;
(Blanks not allowed)

Student Record

Updates

Student Level

New STUDENT Level Data Element

PARENT COMMUNICATION LANGUAGE - Identifies the language preference of the parent for written communication between the school and the student's parent.

[New Edit:](#)

E216: The language code reported must equal one of the language codes specified in Appendix B of the Data Element Detail. See Data Element Detail (Appendix B).

Student Record

Updates

Student Level

New STUDENT Level Data Element

The **DATE OF ELP SCREENER** is collected the first time a student is screened for the EL program and it is determined that the student is **EL = 'Y'**.

New Edits:

E2273: **DATE OF ELP SCREENER** must be reported for new **EL** student (EL = 'Y' in current **FISCAL YEAR**, but not prior **FISCAL YEAR**).

W2274: **EL = 'Y'** reported this **FISCAL YEAR**, but **EL** was '1', '2', '3', '4', or 'F' in prior year. **DATE OF ELP SCREENER** is required.

Student Record

Updates

Enrollment Level

Every student reported as active in any other data collection must have at least one ENROLLMENT record.

New Enrollment Level Data Element

N/A

Program Level

One PROGRAM record for a student will be reported each time the student participates in a program, such as Alternative Education.

New Program Level Data Element

N/A

New Edits:

E5230: GNETS course reported for the student in Student Class. The student must report a corresponding GNETS Program level record in Student Record.

E5250: Career Charter Academy course reported for the student in Student Class. The student must report a corresponding Charter Career Academy Program level record in Student Record.

Student Record

Updates

Student Safety

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.

New Student Safety Data Element

N/A

New Edits:

E8501: ACTION CODE = '20' (ISS) was not reported for this MS or HS. If this is accurate, an error comment will need to be submitted and approved before sign-off.

E8511: ACTION CODE = '30' (OSS) was not reported for this MS or HS. If this is accurate, an error comment will need to be submitted and approved before sign-off.

REMINDER: Student Safety Incidents are reported for students in **GRADE LEVEL = 'PK' – '12'**. This includes three (3) year old SpEd 'PK' students.

Student Record

Updates

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.

New Special Education Level Data Element

N/A

New Edits:

E5830: The **EVENT DATE** for the '05' should be on or after the **EVENT DATE** of the '04'.

E5840: The **EVENT DATE** for the '06' should be after the **EVENT DATE** of the '05'.

W5810: The '08' event reported is more than three years older than the most recent '04' event.

W5820: The '08' event reported is more than three years older than the prior '08' event.

Student Record

Updates

Address

One record is reported from a school for each student enrolled at that school at any time during the school year. A student cannot have more than one Address record per school. The ADDRESS Level record is now included in the FY2019 collection.

New Edits:

N/A

Student Record Overview

New Data Elements and Reports

Where are the new data elements located on Student Record reports:

Data Element	Report Name
TKES 90% TEACHING	Sign Off Report
DUAL ENROLLMENT AWARENESS (8 th , 9 th , 10 th ,11 th) GRADE	SR085: School Summary Report
CAREER APTITUDE INVENTORY 8 th GRADE	SR084: Student Summary Report
CAREER INTEREST & APTITUDE INVENTORY 10 th GRADE	SR084: Student Summary Report
PRIORITY FOR SERVICE	SR084: Student Summary Report
21 st CENTURY SERVED	SR084: Student Summary Report
PARENT COMMUNICATION LANGUAGE	SR025adet: Special Language Programs Detail Report
DATE OF ELP SCREENER	SR025B-2: Special Language Programs Student Detail

Student Record 101

Other Changes

Data Elements - Deleted

- ✓ FREE OR REDUCED PRICE MEAL ELIGIBILITY - SPECIAL PROVISION (School Level)
- ✓ CAREER AWARENESS LESSONS (ES) (Student Level)
- ✓ CAREER PORTFOLIO (ES) (Student Level)
- ✓ GIFTED SERVICE CODE (Student Level)

Date Element - Name Change

- 'Special Needs Code' has changed to **STUDENT IS A SINGLE PARENT**
- 'Primary Language' has changed to **STUDENT PRIMARY LANGUAGE**

NOTE: COURSE data is not reported in Student Record. Please do not place the Course (Class Roster) extract file in the Student Record auto FTP folder or attempt to upload it in SR. The file will fail processing.

Student Record

CTAE Data Elements

The CTAE data elements listed below are required to be reported in Student Record so the data can be verified by the district and signed off by the district's Superintendent.

- **CAPSTONE PROJECT**
- **CAREER APTITUDE INVENTORY 8th GRADE** (New for FY2019)
- **CAREER INTEREST & APTITUDE INVENTORY 10th GRADE** (New for FY2019)
- **CAREER INTEREST INVENTORIES (MS)**
- **INDIVIDUAL GRADUATION PLAN (MS)**

Student Record

CTAE Data Elements and Counselor Companion

- For districts using Counselor Companion, there will be an option in SLDS to create an extract file from SLDS that will include the CTAE data elements required to be reported in Student Record.
- Once the data has been extracted from SLDS, the district will need to import the file into the district's SIS. Importing the data will populate the CTAE data elements required to be reported in Student Record. Please check with your SIS vendor for instructions on importing the file into the district's SIS.
- After the SLDS extract file has been imported into the SIS, the district can create the SR Student level extract file. The SR Student level extract file will now include the CTAE data elements that had been entered in SLDS.

Student Record

ACTIVE MILITARY and MILITARY RESERVE

ACTIVE MILITARY - must equal 'Y' or 'N' for *every* student reported in Student Record. If blank is reported, the blank will be converted to 'N'. Please be sure the student is coded correctly in the SIS so an accurate count of **ACTIVE MILITARY** students is reported.

MILITARY RESERVE - must equal 'Y' or 'N' for *every* student reported in Student Record. If a blank is reported, the blank will be converted to 'N'. Please be sure the student is coded correctly in the SIS so an accurate count of **MILITARY RESERVE** students is reported.

Student Record

ALTERNATE SYSTEM CODE / ALTERNATE SCHOOL NUMBER

PROGRAM LEVEL

The **ALTERNATE SYSTEM CODE** indicates the 3-digit system code of the school or program the student has attended this school year. Enter an **ALTERNATE SYSTEM CODE** for all students who have been reported with an **ALTERNATE SCHOOL NUMBER**.

The **ALTERNATE SCHOOL NUMBER** indicates the 4-digit school code number for the alternate school or program the student has attended this school year. Enter an **ALTERNATE SCHOOL NUMBER** for all students who have been reported with a **ALTERNATE SYSTEM CODE**.

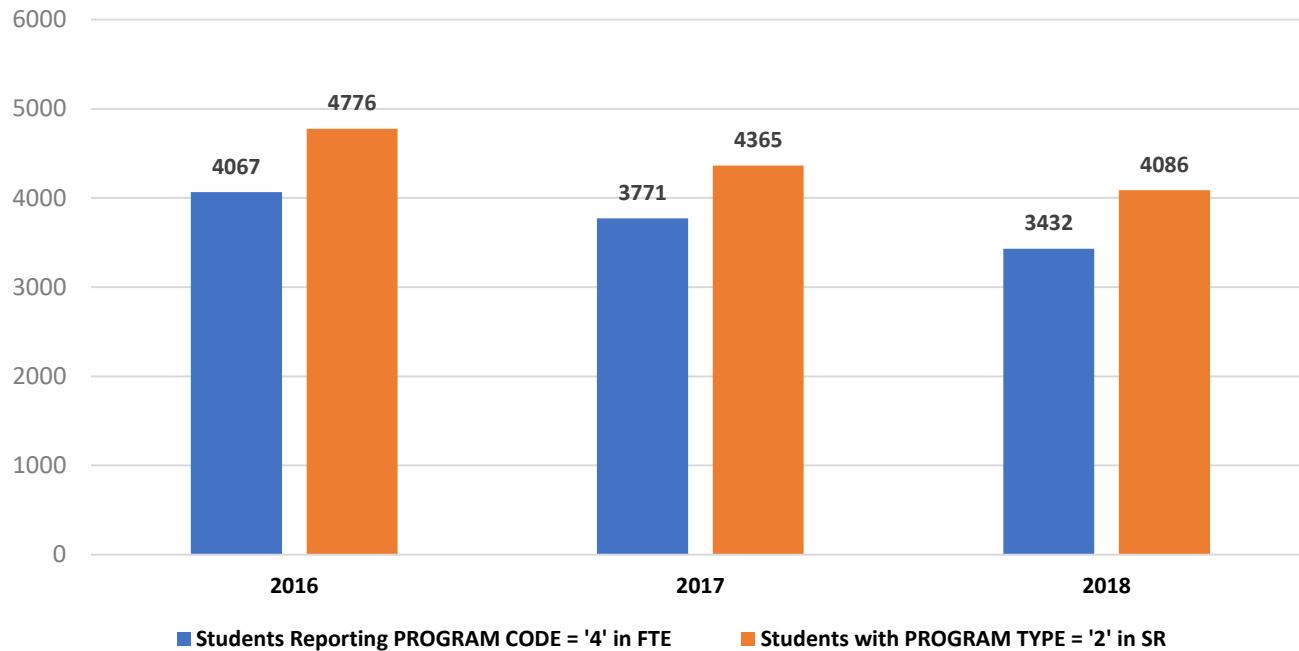
Students attending GNETS, a CCA, an Alternative school/program, or Increased/Extended Learning Time must report a Program record with an **ALTERNATE SYSTEM CODE** and **ALTERNATE SCHOOL NUMBER**.

- There should be a one-to-one ratio between the students reported with a **ALTERNATE SYSTEM CODE / ALTERNATE SCHOOL NUMBER** for a GNET or CCA course in Student Class and a Program Level record in Student Record.

GNETS

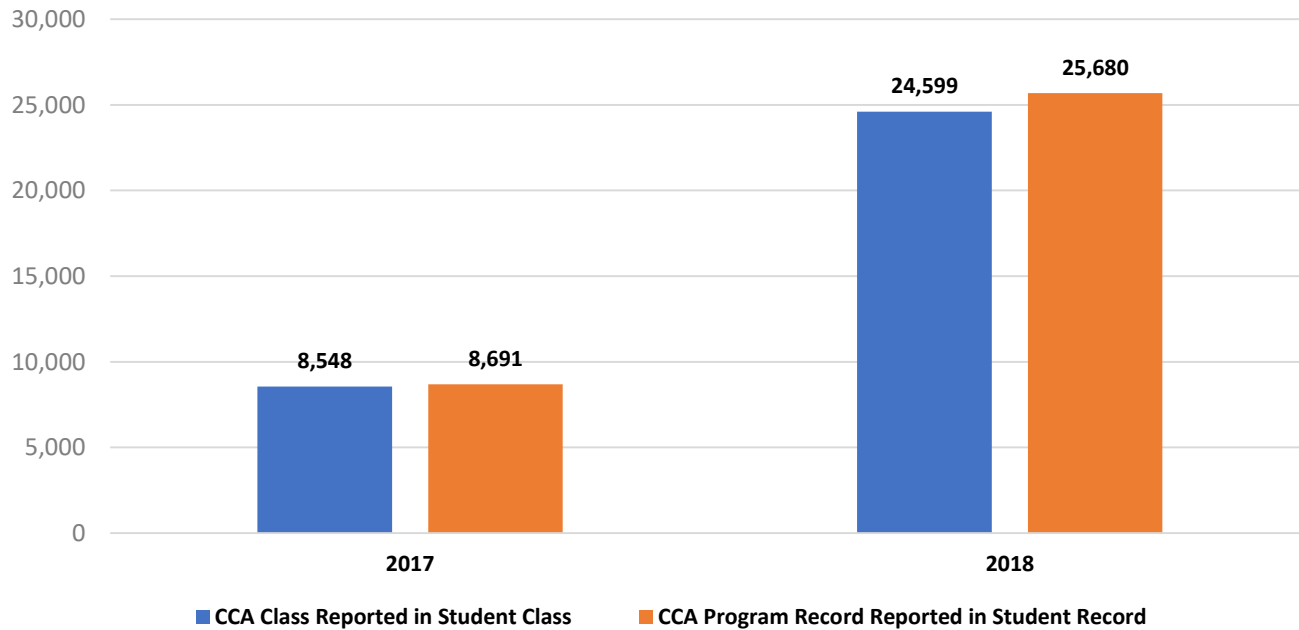
Three Year Trend

GNETS data comparison



Charter Career Academy (CCA)

Charter Career Academy (CCA) data comparison




Student Record

'New' Documents Posted

Student Record Transmission Cycles	
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	

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[Go To Main Menu](#) **Student Record Main Menu**



[Data have errors.](#)

- [SR File Upload](#)
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- [SR Add/Edit/Delete Data](#)
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- [Student Record Updates **NEW**](#)

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Student Record

'Student Record Updates'

Student Record Updates

December 19, 2018

Displaced Students: A *displaced* student is a student who has transferred to your district due to a natural disaster such as a hurricane, fire, or flood. This is not a situation where a student's family plans to move. They are forced to move and may now be homeless. This designation does not include students from a family who were flooded out of their home by a burst pipe, or house fire. The student's home must have been in an area declared a disaster by the governor of the state.

A *displaced* student is considered displaced through the end of the school year in which the student was displaced. If a student is still enrolled in a GA school district the next school year, that student is no longer considered a *displaced* student. The student is then considered a resident. A student cannot be marked *displaced* for two years in a row. For this reason, the data elements that are used to designate that a student is *displaced* (see below) should be cleared out in end-of-year processing.

FY2019: Valid values for **SCHOOL SYSTEM OF RESIDENCE** when student has been displaced due to a natural disaster. Previously used values are no longer valid if not included in the list below.

- 927 - Florida
- 929 - North Carolina
- 930 - South Carolina
- 931 - California

Data Collection Team

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to**

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Or

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