

Data Collections Open Office Hours 08/31/2021

Question Asked	Answer Given
Instructional Model in Student Record	
What is the deadline to have this completed? How frequently should this be completed?	This is on-going data reporting for the entire school year. The change to the Instructional Model should be reported as soon as possible after the change occurs.
Can you define 'remote learning'?	Remote learning is the practice of moving a formerly in-person learning to a learning process online.
When the data is downloaded, will it show only the most recent entries?	The download will show everything. Every school day will show with the Instructional Model that was applicable for that day. If a school never changes the Instructional Model, the same model will display for every day of the week. If the Instructional Model is changed, the report will show the date the model was changed and will continue to show this model until it is changed again. Weekends are excluded.
Is this a one-time thing or do we update this as the year goes along?	The Instructional Model needs to be updated for a school if there is a change in the Instructional Model. Once an update is submitted all subsequent instructional days will be recorded with the same Instructional Model until another update is provided. If the Instructional Model changes, the assumption is that the previous model was in effect up until the date a new Instructional Model is reported.
Will Friday be an example of the last choice School operations cancelled because the governor is closing schools?	No, the "School operations cancelled, no instruction occurred" is intended for when a school or district has to shut down for a period of time because too many instructors or students have been affected by Covid to make learning impractical.
Is this to be coded for any change (i.e. closed due to weather) or is it just covid related closes?	The Instructional Model should be updated for a school if there is a change in the Instructional Model. If the Instructional Model changes, this should be reported. If a school closes because of weather or for an unexpected non-school day, like Friday, Sept. 3, you can mark on your school calendar that this is a non-school day but you don't need to change the Instructional Model.

<p>Does the Instructional Model need to be based on the state reporting school? For example, we have a virtual program offered but all of the students are scheduled through their home school. They have state overrides that point back to the home school.</p>	<p>The Instructional Model is reported for each school, not the program where students are taking classes. Because some students are in-person and some are taking their classes virtually (but those classes are reported back to the home school), the best description of the Instructional Model would be column 1, "100% in-person learning OR, 100% virtual/remote learning based on parent/student choice".</p>
<p>Why doesn't this come from our SIS?</p>	<p>Data entry online was determined to be the best avenue for districts to report the Instructional Model to the GaDOE.</p>
<p>We've already had one school close for a week. Should we go back in and do this retroactively since the beginning of school?</p>	<p>The district can update the Instructional model for the school with the date the model changed.</p>
<p>Do we need a start status as of our first day of school?</p>	<p>Yes, the first day of school should be used to indicate the Instructional Model planned for the school year.</p>
<p>Does the person handling the Instructional Model Confirmation Application have to have the Student Record Coordinator role in the Portal or will there be a separate role?</p>	<p>There will not be a separate role. Student Record Coordinator is the role needed to complete the information in this application.</p>
<p>For our high school students participating in the Virtual Program, there are a few available in-person courses available (Band, JROTC, Chorus). Would we still select the 100% in-person or virtual option?</p>	<p>The Instructional Model is reported for schools, not programs. It sounds like these students are being reported back to their home school where some of these virtual-learning students are also taking a few classes. The best description of the Instructional Model would be column 1, "100% in-person learning OR, 100% virtual/remote learning based on parent/student choice".</p>
<p>Can we modify this Instructional Model Confirmation as we might need to change it, with a new Effective Date input?</p>	<p>Yes, the model and date can be changed throughout the school year.</p>
<p>Are instructions available for completing the Instructional Model updates?</p>	<p>Instructions are available in the Message Center (a portal message was sent to superintendents and SR Coordinators) as well as within the Instructional Model application in the Student Record application. Look at the top of the webpage for the User Guide.</p>

<p>Our five high school are closing one day a week due to bus drivers not being available so would I have to update this application twice a week for all of high school since each high school is digital one day a week, each being virtual on a different day?</p>	<p>The Instructional Model is for the school. If the school is both in-person and virtual (blend) that is how the school should be reported. The day of the week the school is virtual is not a factor in reporting the Instructional Model. The Instructional Model most appropriate for this blend would be the Hybrid A/B model. (Think about the 4 days of in-person instruction as the A days and the B day as the remote day.)</p>
<p>Does the Instructional Model need to be updated during the year? Are changes made during the year stored for historical purposes.</p>	<p>The Instructional Model needs to be updated for a school if there is a change in the Instructional Model. Once an update is submitted all subsequent instructional days will be recorded with the same Instructional Model until another update is provided. If the Instructional Model changes, the assumption is that the previous model was in effect up until the date a new Instructional Model is reported.</p>
<p>School Calendar</p>	
<p>When should we make adjustments to the school calendar?</p>	<p>It would be best to make these changes as they occur.</p>
<p>I have never seen this application. Is that something that I can see? "School Calendar"</p>	<p>This calendar application is new but replaces a spreadsheet collection that the Policy department used to do.</p>
<p>How do we find out who has access to this? Who has access to the School Calendar? Which roles are given access to the School Calendar? As FTE/SC/SR Coordinator should I have the school calendar? Do I need to ask my portal security officer for those rights?</p>	<p>The following roles have access to the Calendar Application: Organization Roles of Administrator(District), Charter School Administrator(School), and Charter School Superintendent(School) for the Application Role of District User. Organization Role of Portal User(District) for the Application Role of Other District User. Organization Role of School User(School) for the Application Role of School User.</p>
<p>I'm seeing this in the live portal. There is information already filled in. Where was this populated from? The User Comment in mine doesn't make sense.</p>	<p>If the district submitted data via a Survey Monkey to the GaDOE Policy Department between May and July, that data was prepopulated from the survey.</p>
<p>CPI</p>	
<p>Can I give someone access to view CPI reports in the Portal without giving them edit rights?</p>	<p>No, it is all or none for district level employee's. CPI do not have a school level because of HR purposes.</p>

What do you have to code in CPI regarding the Cares Fund?	Can you give me a little more detail? We do have a new FUND CODE 03.
Do we code parapro's with a Cares Act code for CPI?	Yes, you can code para's to Cares Act FUND CODE 03.
Student Record	
Are we going to get a code for students who are displaced from Haiti due to the earthquake that occurred on August 14?	Check the definition of 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.) If a student enrolls from Haiti, use the SCHOOL ENTRY CODE 'K' for enrolled from another country.
Will anything be added if we receive students related to the Afghanistan events?	If a student enrolls from Afghanistan, use the SCHOOL ENTRY CODE 'K' for enrolled from another country.
Can a part-time student be enrolled in two different systems?	A student can only be enrolled in one public school system/district at one time.
If a student moves in and is not identified as a SWD for a couple weeks, I'm assuming they will fall into the 'IEP services are delayed' and need to be coded A,B,C,D or N? Who codes this and where is it coded?	SWD COMPENSATORY SERVICES ELIGIBLE is defined as - Indicates an IEP team met and determined that the student is eligible for additional services to compensate for FAPE services not provided, or FAPE services delayed, or FAPE services not accessible to a student. You will need to check with the GaDOE Special Education Department to get a definition of the specific length of time not served before compensatory services must be considered.
Student Class	
Would a good rule of thumb be to schedule 05.XX speech for any PK student who is enrolled in our school's PK program and do not schedule 05.XX for any student who comes into our school for only speech service?	For enrolled students, the new 05.xx speech course should only be scheduled if the student is getting a speech service outside of his scheduled class. If the student is a service plan student and only comes in for a service and is not enrolled then that student would not be sent in SC or SR.
Are we required to use the 05.XXX course numbers for scheduling these services or can we schedule like we have in the past?	If the students are taken out of one of their classes for a service then yes, you would schedule them in a 05.xx class.

With a student receiving Special Education services of home instruction in all subjects; will they get a .9 courses or .8 courses since child is under homebound? These services are 1 hour weekly, 2 hour weekly and 1 and 1/2 hours weekly.	Per the guideline in the Delivery Model document the course number would be xx.8.
If we use Reduced Class size and pay for it with federal funds, can class size be waived?	Class size can no longer be waived for EIP.
Some of our students have 2 math classes scheduled. For the first hour, all kids are in the class. Then, for the 2nd hour, some special ed kids are pulled out to go to a resource class (as an example). Do we have to post a grade in each class or can we just post one grade in one of the math classes?	You can post one grade for the first class and if the second is a resource class you and use the 'Z' for no grade expected.
We have classes scheduled on an A/B rotating schedule. FTE is on 'A' day. What do we send in SC?	Everything is sent in SC and we do not distinguish between A/B classes and classes students go to M-F.
Are we going to get errors if the students are not scheduled in the pseudo-courses.	No you will not get any errors.
Do all prek speech students need to marked state excluded?	If PK students are enrolled in your districts, you would report them in SC. The PK teachers are evaluated in the In-field application.
What does the .5 class represent?	The xx.5 is for a 2 hour lab. Please review the SC Data Element Detail or the GaDOE Course Board Rule.
We have a student who took Dual Enrollment classes with the University of Alabama. Do those courses need different numbers on the transcript other than those we use for DE courses taken in GA. Or, can you point me to a document that will help guide me?	We have Out of State DOE DE Course Numbers located on the Data Collection website: https://www.gadoe.org/Technology-Services/Data-Collections/Pages/FY2022-Student-Class-Resources.aspx . The teacher ID would be 770-00-1111. 1111 being Out of State. The document is called Dual Enrollment Out of State Course Numbers. Email me if you have a question.
Can we review gifted enrichment?	Next week (September 14, 2021) we will also have the Gifted Program Managers in the meeting.

<p>Q- additional information for the question for Sharon. Please add to my statement about school based or community based - if we schedule students to PK.801, PK.802, PK.901 or PK.902, these students should also be scheduled with 05.XX speech if they receive speech services?</p>	<p>If the students are taken out of the one of their classes for speech then yes you can schedule them in a 05.xx class.</p>
<p>FTE</p>	
<p>In light of the delta variant surge and schools/district transitioning to remote, has GaDOE considered an FTE extended deadline?</p>	<p>At this time, there will not be an extension in FTE. The deadline is still Tuesday, October 26, 2021.</p>
<p>Data Collections Survey</p>	
<p>Our district is observing the Governor's order to close state office on Sept 3. Do we need to adjust our number of school days in the Data Survey?</p>	<p>If the number of Days in your School Calendar changes, please change the number of days in the FTE DATA SURVEY.</p>
<p>On another thought about my question about the Governor closing state offices on Friday, can we recognize it like a "snow" day? Would that require opening of Data Survey?</p>	<p>Closing State offices does not mean that you recognize this as a Snow Day. Only re-open the FTE DATA SURVEY if the number of school days change in your District.</p>
<p>Please clarify how to treat Friday as the state closing. School Calendar, Data Survey</p>	<p>If the number of Days in your School Calendar changes, please change the number of days in the FTE DATA SURVEY.</p>
<p>How to Subscribe to Portal Messages</p>	
<p>Is there a document that I can pass along to my Central Office team about how to subscribe to messages through the GADOE Portal?</p>	<p>Here is the link to the document to subscribe to Portal Messages. https://www.gadoe.org/Technology-Services/Data-Collections/Documents/New%20Coordinator%20Documentation/FY2021/Subscribing%20to%20Portal%20Messages.pdf</p>
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