



# **Open Office Hours with the Data Collections Team**

**August 17, 2021**

**Welcome!**  
**We are happy you joined us today.**

# Resources



Richard Woods, Georgia's School Superintendent

Search this site

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

Home → Technology Services → Data Collections

### General Information

Data Collections Overview

### Data Collections Documentation

Data Collections Academy

GaDOE Guidelines for Extracting Names

Records Retention

School Count by Type

FY2022 New Data Elements Survey

## Data Collections and Reporting

**New Student Data Elements Survey: Provide feedback on the new data elements for the 2021-2022 school year by completing the survey.**

**TAKE SURVEY**

### Data Collection Documentation

- Certified/Classified Personnel Information (CPI)
- Data Collection Survey
- End of Pathway Assessment (EOPA)
- Free/Reduced Price Meal Eligibility
- Full-Time Equivalent (FTE)
- GUIDE (Georgia Unique Identifier for Education)
- Private School
- Student Class
- Student Record
- New Coordinator Documentation
- Presentations, Webinars, and Miscellaneous Documentation
- FY2022 Summary of Transmission Dates
- Data Collection Team Contacts

### Contact Information

**Nicholas L. Handville**  
Chief Data and Privacy Officer  
Technology Services  
nhandville@doe.k12.ga.us  
<https://www.gadoe.org>

**Technology Service Desk**  
Georgia Department of Education  
Phone: (800) 869-1011

New  
Coordinator  
Presentations





# FAQs from the FY22 Update Webinar on July 22

[https://www.gadoe.org/Technology-Services/Data-Collections/Documents/Presentations%20and%20Webinars/FY2022/FY22%20Data%20Collections%20Updates%20Q\\_A.pdf](https://www.gadoe.org/Technology-Services/Data-Collections/Documents/Presentations%20and%20Webinars/FY2022/FY22%20Data%20Collections%20Updates%20Q_A.pdf)

## FAQ#2 Clarification on WITHDRAWAL CODE '7'

We added WITHDRAWAL CODE '7' - withdrew to attend TCSG (Technical College System of Georgia) in the Dual Achieve Program this year.

- Came from HB 204 - Such program shall also provide an opportunity for individuals, including out-of-school youths, who have reached age 16 and who meet certain criteria provided for in this chapter, to attain a high school diploma in conjunction with the completion of one or more other components of the postsecondary technical program.
- This program is not in place for fall semester.
- Code '7' is not valid in FTE-1.

## FAQ#3 Clarification on Reporting EL Exited Students

Q: If we hold the EL Reclassification meeting at the beginning of the school year because we were unable to hold these meetings at the end of the school year or during the summer, and the team decides to exit these EL students, can we still report these students as EL = '1' this school year?

A: Yes, a student is an EL = '1' if his/her EL Exit Date occurs by the 30th calendar day from enrollment.

- The student should be marked with the same status, EL = '1' in FTE and SR.
- Please contact [ELPrograms@doe.k12.ga.us](mailto:ELPrograms@doe.k12.ga.us) with questions on EL Reclassification meetings and the "30 day from enrollment" timeline.

## FAQ#7 Showing Exited SWD Students in the GUIDE Special Ed History Report

Q: It would be nice to see any recently exited students on the GUIDE SpEd History so we can tell they were previously exited.

A: We added the exited students to the Special Education History Report.

Follow-up question:

Q: I just printed my Special Education History Report and there are students showing on the report that are no longer receiving Special Education services. Why are they on the report?

A: Because several district Special Education Directors and the state GO-IEP Program Manager asked for this information.



## FAQ#21 Part-Time Students (Including Dexter Mosely and JROTC Students)

Q(original): What data element will identify the Dexter-Mosley Act students? How will Accountability or Data Collections identify them?

Q(new): For those admitted under Georgia's SB42 law, how will these students be identified and handled in the graduation rate calculation and other CCRPI indicators?

Q(new): For those admitted under Federal law to participate in JROTC, how will these students be identified and handled in the graduation rate calculation and other CCRPI indicators?

- There is no special **SCHOOL ENTRY CODE**. For this year, it is very important that the **SCHOOL ENTRY CODE for these students is 'A' - Admitted from home school**.
- Data Collections is working with the Policy and CCRPI teams at GaDOE to ensure that we identify these students as part-time and do not include them in CCRPI calculations.

<https://www.gadoe.org/External-Affairs-and-Policy/Policy/Documents/SB42%20Guidance-Dexter%20Mosely%20Act.pdf#search=dexter%20mosely>



## FAQ#22 Dexter Mosely Act

- Q: How would we handle a student that wants to enroll with us for the Dexter Mosely Act and take one course with us but they are already enrolled with GA Cyber Academy taking other courses? We cannot enroll them, correct?
- A: Correct. A student cannot be enrolled in two public schools at the same time. In addition, a requirement of the Dexter Mosely Act is that the student has not been enrolled in a public school for the last 12 months. A student that is enrolled in GA Cyber Academy is enrolled in a GA public school.

## FAQ #38 CLARIFICATION ON PRE-ID

- Data Collections is no longer collecting the PreID data collection. The GaDOE Assessment department is in charge of the test assessment information collection. Please contact the Assessment Department for questions on how, when, and where to upload files directly to DRC. If you have questions on the layout or file extract specifications, please contact Adrienne Walker at [Adrienne.Walker@doe.k12.ga.us](mailto:Adrienne.Walker@doe.k12.ga.us).



# EIP Program

# EIP Questions

- Program questions:

Anisha Donald, ELA & EIP Program Specialist Curriculum, Instruction, and School Climate [adonald@doe.k12.ga.us](mailto:adonald@doe.k12.ga.us)

- Teacher certification requirements:

Karen Cliett, [professionalqualifications@doe.k12.ga.us](mailto:professionalqualifications@doe.k12.ga.us)

- Data Collections questions:

Kathy Aspy, [kaspy@doe.k12.ga.us](mailto:kaspy@doe.k12.ga.us)

## Purpose of the EIP Program

- The Early Intervention Program (EIP) is designed to serve students who are at risk of not reaching or maintaining academic grade level. The purpose of the Early Intervention Program is to provide additional instructional resources to help students who are performing below grade level obtain the necessary academic skills to reach grade level performance in the shortest possible time.

## SB59

- ‘The state board shall not be authorized to waive or approve variances on any federal, state, and local rules, regulations, court orders, and statutes relating to ... the early intervention program provided for in Code Section 20-2-153; ...’
- **Per state law:** Effective **July 1, 2021**, the EIP program requirements, such as class size and certification waivers, are **no longer waivable** for Strategic Waivers School Systems, Charter Systems, and Charter Schools.

# EIP Reduced Class Size Model

## Recent Guidance

Instructional models that are no longer in compliance with SB 59 (students coded in Student Class with EIP DM '04', Reduced Class Model) can be funded using CARES I, CARES II, and ARP ESSER (including learning loss) funds (teacher coded in CPI with ASSIGNMENT FUND CODE '03'). CARES/ARP funding do not have "supplement versus supplant" requirements and programs/initiatives funded by CARES/ARP funding are not restricted by class size waivers or other flexibilities afforded by your performance contracts.



## EIP Reduced Class Size Model

The students scheduled into EIP Reduced Class Size Model classes can be scheduled into another class model. Please look at the EIP Guidance document for program requirements.

Systems seeking to implement an EIP Innovative Model during the 2021-2022 school year must complete and sign an assurances form certifying their adherence to the required parameters for an Innovative Model by September 1, 2021. That form can be found on the EIP website:

<https://www.gadoe.org/Curriculum-Instruction-and-Assessment/Curriculum-and-Instruction/2019%20%202020%20HLS/EIP%20Assurances%20Form%20-%20Innovative%20Model%20-%20July%202021.pdf>

The Assurances Form must be signed by the superintendent and emailed to Anisha Donald at [adonald@doe.k12.ga.us](mailto:adonald@doe.k12.ga.us) or uploaded in SLDS.

# EIP Reduced Class Size Model

An approved Innovative Model, which must offer: a) an appropriate and effective program for accelerating student learning; b) services through a state-certified teacher; c) the use of EIP funds that provide supplemental instruction above and beyond those services provided by the state; d) compliance with the maximum class size rule; e) parental notification; f) EIP student identification based on GaDOE's rubrics or other measures identified in GaDOE's guidance; g) and any other provisions in Code Section 20-2-153.

**Reporting the EIP DM Innovative Model will trigger E7027.**

**E7027 - EIP DELIVERY MODEL '6'** Innovative Model must adhere to the EIP guidelines and have Assurance Approval.

You will need to enter a single comment for any E7027 errors when signing off in SC.

## New Errors on EIP Teacher Certification

- Teachers listed as the only teacher of an EIP class (DM '2' self-contained and DM '4' reduced class size), who are not certified cannot waive certification (CHW) for EIP assignment. **(E7031)**  
**E7031** - EIP DM '2' (Self-contained) or '4' (Reduced Class Size) reported on this class in SC. The teacher (COURSE TEACHER CODE) must have an assignment Job Code = '131', '132', or '133' (EIP job codes) in CPI.

# New Errors on EIP Teacher Certification

Teachers listed as the additional teacher of an EIP class (DM '1' augmented, '3' pull-out, '5' reading recovery), who are not certified cannot waive certification (CHW) for EIP assignment.

**E7032** - EIP DM '1' (Augmented), '3'(Pull-out), '5'(Reading Recovery), or '6' (Innovative) reported on this class in SC, a teacher of this class must have an assignment Job Code = '131', '132', or '133' (EIP job codes) in CPI.

# How These EIP Error Checks Will Work

If DM '4' is used for a class, the teacher of the class cannot be state-funded but can be funded with Federal funds and reported in the personnel data collection, CPI, with FUND CODE '03' for CARES I or II, or ARP/ESSER funds. We have added this new error check:

- **E7028** - EIP DM = '4' (Reduced Class Size) in SC. The teacher (COURSE TEACHER CODE) in CPI must have FUND CODE = '03' (paid by CARES I, II, or ARP/ESSER funds, not state T&E funded).

# CPI

- JOB CODES for EIP Teachers

Job Code	Title	Description
131	Early Intervention (EIP) Kindergarten Teacher	Teaches students in the Kindergarten Early Intervention Program (EIP).
132	Early Intervention (EIP) Primary Teacher 1-3	Teaches students in grades 1-3 Early Intervention Program (EIP) .
133	Early Intervention (EIP) 4th and 5th Grade Teacher	Teaches students in the 4th and 5th grade Early Intervention Program (EIP).

If an EIP teacher is not certified, the teacher can be funded with CARES / CRRSA / ARPESSER Grants using FUND CODE '03'. If the EIP teacher is not certified and not funded with CARES / CRRSA / ARPESSER Grants, the teacher must be changed from 'certified' to 'classified' and will not earn T&E (Training & Experience) funds.

# CPI

## CERTIFICATION FIELD CODES for EIP Teachers

808 ELEMENTARY EDUCATION (P-5)

970 MATHEMATICS ENDORSEMENT (K-5)

851 MIDDLE GRADES (4-8) – MATH (for 4 & 5 only)

855 MIDDLE GRADES (4-8) – READING (for 4 & 5 only)

732 READING (P-12)

833 READING ENDORSEMENT

910 SP ED MATH COGNITIVE LEVEL (P-5)

950 SP ED READING COGNITIVE LEVEL (P-5)

708 SPECIAL EDUCATION GENERAL CURRICULUM / ELEMENTARY EDUCATION (P-5)



# Interns

- Can be entered as the teacher and the certification can be waived (CERTIFICATE TYPE = 'CHW'), CERTIFICATE FIELD should be '102' – Course work, minimum 21 semester hours or 35 quarter hours)
- Must have a clearance certificate issued through PSC.
- Reminder – Special Education certification and EIP certification are not waivable.



# Other Data Collections Updates

# School Count by Mode of Instruction

- The Governor has asked for a school count by mode of instruction or learning model – in-person only, remote learning only, or a hybrid. We are working on a collection of that information and testing it in our test site. We will keep you in the loop, by Portal Message, when we have final approval.

Future Open Office  
Hours Discussion

# FTE - Adaptive PE is now Recreation Services

- Changed the description of **RELATED SPECIAL ED SERVICES 'A'** - Adapted PE to **RELATED SPECIAL ED SERVICES 'A'** – Recreation services.
- The code for this service has not changed. It is still **RELATED SPECIAL EDUCATION SERVICES 'A'**. Teachers do not have to have Special Education certification. Physical Education teacher programs include training on adapting PE for SWD students.

# Student Class Update

## Future Open Office Hours Discussion

- **ENRICHMENT:**
- Local criteria can be used to qualify a student with exceptional ability and motivation who was not identified in the gifted program. These students can be served with **ENRICHMENT** activities. Students who receive **ENRICHMENT** activities should be marked **ENRICHMENT** = 'Y' (this student is receiving enriched class content and/or service in this class beyond the general education curriculum) or 'N' (this student is not receiving enriched class content or service). **NOTE: The FTE PROGRAM CODE** must be a general education code, not Gifted ('I').

# Student Class Update

- **WHAT IS THE CRITERIA FOR ENRICHMENT:**
- We are looking at whole class; Course Number, Class period, Marking Period and Teacher ID.
- **NOTE:** In the SIS, rosters will show as 2 classes scheduled in one period. Example: 26.0730000 and 26.2730000. To verify data sent, please review the All Class by Teacher Report – SC009.

26.0730040,26.2730040	Human Anatomy/Physiology	001	02	S1 - 1st Semester	<a href="#">11</a>
26.0730040,26.2730040	Human Anatomy/Physiology	002	03	S1 - 1st Semester	<a href="#">13</a>

**In the next Open Office Hours, on 8/31, we have invited the Gifted Program Managers to further explain the Enrichment program.**



## SR Updates

We have added a description for both **SWD COMPENSATORY SERVICES ELIGIBLE** and **SWD COMPENSATORY SERVICES COMPLETED**.

- **SWD COMPENSATORY SERVICES ELIGIBLE** - 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.
- **SWD COMPENSATORY SERVICES COMPLETED** - The IEP team determined the student was eligible for additional compensatory services, the IEP must have a plan for number of hours or sessions of service which will be provided over time. The services might be completed within the same school year and might be carried over into the following year. Must be blank non-SWD students.

# SR Updates

We have added valid values for **SWD COMPENSATORY SERVICES ELIGIBLE**.

- **SWD COMPENSATORY SERVICES ELIGIBLE**

IEP team considered eligibility for compensatory service based on the criteria (new valid values): (gray – valid value; yellow – description)

(D) - FAPE Compensatory Services were declined by parents.

An IEP Team met and determined the student is eligible for compensatory services. However, the parent Declined (D) those services.

(P) - FAPE Compensatory Services were not considered.

An IEP team did not consider compensatory services because all IEP services were provided (P) in a timely and accessible manner.

\* (This should be the default response)

# SR Updates

C101	SWD COMPENSATORY SERVICES ELIGIBLE	A	x	1	100	100	<p>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.</p> <p>(A) - An IEP Team met and determined the student is eligible for additional services to compensate for FAPE services not provided.            (B) - An IEP Team met and determined the student is eligible for additional services</p>	<p><b>E0902</b> - IEP team considered eligibility for compensatory service based on the criteria (valid values):            A - FAPE Compensatory Services were not provided.            B - FAPE Compensatory Services were delayed.            C - FAPE Compensatory Services were not accessible.            D - FAPE Compensatory Services were declined by parents            N - FAPE Compensatory Services were not required.            P - FAPE Compensatory Services were not considered            Must be blank non-SWD students</p> <p><b>E0740 - PRIMARY AREA</b> is not blank, <b>SWD COMPENSATORY SERVICES ELIGIBLE</b> cannot be blank.</p> <p><b>E0741 - PRIMARY AREA</b> is blank, <b>SWD COMPENSATORY SERVICES ELIGIBLE</b> must be blank.</p>
------	--	---	---	---	-----	-----	--	--

## SR Updates

**SWD COMPENSATORY SERVICES COMPLETED** - The IEP team determined the student was eligible for additional compensatory services, the IEP must have a plan for number of hours or sessions of service which will be provided over time. The services might be completed within the same school year and might be carried over into the following year. Must be blank non-SWD students.

E0742- **SWD COMPENSATORY SERVICES ELIGIBLE** is 'A', 'B', or 'C', **SWD COMPENSATORY SERVICES COMPLETED** must be 'Y' or 'N'.

E0743 - **SWD COMPENSATORY SERVICES ELIGIBLE** is 'N', 'D', 'P', or blank, **SWD COMPENSATORY SERVICES COMPLETED** must be blank.

# Your questions

- Please enter your questions in the questions box.

# Data Collection Team

Nicholas Handville	Director of Data Collections, Analysis, and Reporting		nhandville@doe.k12.ga.us
Kathy Aspy	Data Collections Manager (Data Collections & Reporting)	404-556-7480	kaspy@doe.k12.ga.us
Patty Miller	GTID Administrator (GUIDE, Private School Collection)	404-290-8530	pmiller@doe.k12.ga.us
Carl Garber	Data Collections Specialist (Student Record)	404-304-5200	cgarber@doe.k12.ga.us
Sharon Armour	Data Collections Specialist (Student Class, Course Table Maintenance)	678-590-9861	sarmour@doe.k12.ga.us
Katie Green	Data Collections Specialist (CPI, Free and Reduced Meal)	404-295-8841	kagreen@doe.k12.ga.us
Irish Saxton	Data Collections Specialist (FTE, End Of Pathway Assessment)	404-304-3346	irish.saxton@doe.k12.ga.us
Stephanie Smith	Data Collections Specialist (Free & Reduced Meal, New Coordinator Liaison)	770-301-1503	stephanie.smith@doe.k12.ga.us

