ODE ITC Call – 9/5/2023
Notes provided by Naja Bailey (META) and Gretchen Martin (ACCESS)

FY24S Retention Appeals – The window to request a data appeal is only open September 5 and 6. This data impacts the FY23 Local Report Card that will be posted in just 9 days, so this appeal needs to be wrapped up very quickly. If the data appeal is approved, the deadline to submit corrected EMIS data is 5pm September 8.

FY23H Finance Data Review – The data review period for Treasurers to verify that their FY23H Financial data reporting was complete and accurate is open from September 5 through October 13. If data was not complete/accurate, the window to request a data appeal is open from August 31 to September 22. If the data appeal is approved, the deadline to submit corrected EMIS data is 5pm October 6.

FY24C Initial Calendar – This collection is closing in about 3 weeks, so reminders will be coming out soon. There are still quite a few that haven't submitted yet. This data is required for ODE to do FTE calculations, and FY24 FTE is being run now. Districts will see Level 2 FTE reports in the Student Enrollment collection once they have submitted both the Initial Calendar and Initial Student Enrollment collections.

ODDEX > CNDC – According to the people who deal with OH|ID, issues should be resolved now, and most people with the OEDS roles for CNDC should be able to access the module now. Things are running well with the new module and the matching process has been tweaked to make sure that it is running the scheduled 3 days per week (Mon, Wed, Sat). Things are fairly steady now, so hopefully issues have calmed down. This should be very basic for EMIS Coordinators, just submit SCR and Contact collections and be done with it. ODE's Child Nutrition Office is planning additional training to help users with any issues they are having, and they are planning on posting the recordings online.

> **Q:** We have two community schools that use just one cafeteria for both schools, and they only see one of the schools in ODDEX. Who do they contact?
> **A:** The provider for the school lunch program will be the one in the dropdown. If they are getting a lunch from another entity that is part of the school lunch program, they will have to upload the students who are not their own students (as if they were private school students) since the ODDEX data will not pull over from the second community school. If they need more info on how that works, they can check out the Wiki page. Your ITC can contact ODE EMIS for help since this is not a common scenario.

> **Q:** You said EMIS Coordinators get pulled in unwillingly, but we haven't. Why haven't we heard from our food service staff about it, is it because we are a CEP district? Would we hear if there were any issues? How do we know they're doing what they are supposed to be doing?
> **A:** If you are a CEP district, you don't have to individually work the kids through Direct Cert for them to get benefits, that is the whole point of this CNDC process. So, it doesn't surprise me that you haven't heard from them because they may not have gone in and done anything yet. If your district is submitting SCR, then everything is there that they need if they want to start running Direct Cert. CEP has to be renewed every 3 years, so eventually they will have to use this system, but it is not as urgent for a CEP district to do this at the start of the year.

Another point of confusion is what this data can or can't be used for. Students who are identified under Direct Cert CAN be reported as Economically Disadvantaged in EMIS, because that reporting is for State and Federal Funding. This exception is on the parent permission piece in the law, which is about Local fees, tuition waivers, things implemented by the District and not by the State. ODE just got clarification on this last week and is working on a communication; they will discuss it at OEDSA also. So YES, you can report to EMIS without parent permission, but you must have parent permission for Local fee waivers, CCP fee waivers, etc.

EMIS Newsflash "Elective Requirement for Ohio Graduation" – Friday's ODE Newsflash explains what to do with the two new Received Files for high school credit (which almost everybody should have). As ODE has been looking at data to prepare for launching the new Progress Towards Grad (PTG) module, they've found definite misunderstandings about how things should be coded.

Scenario 1: All students take standard English 9, 10, 11, 12 and the district doesn't want them to get English credit for an extra English Literature class they take in place of a standard English class, so they call the English Lit course an Elective. You can require them to take anything you want, but it doesn't mean the other class is just an Elective. Your district may still require that they take the standard sequence of English courses to graduate, but that English Lit course is still an *English* credit, not an *Elective* credit (which is very specific as defined by law).

Scenario 2: Districts are not coding some of the Science or Social Studies credits correctly. E.g., since World History is now a graduation requirement, it has a specific *Subject Area for Credit*. We're seeing some examples where the *Subject Code* is World History, but still being coded with *Subject Area for Credit* = 'SOO' (Social Studies-Other) instead of being updated to 'SWH' (Social Studies-World History and Civilizations) back when it became a requirement.

Two Received Files that ODE released:
1) **2023_STUDENT_in_Elective_Courses** – There are very few Subject Codes in the EMIS Manual (Section 4.7) that are only an Elective (no suggested area for credit other than 'ELE'). ODE took the course data reported in FY23, filtered out courses where *Subject Area for Credit* is 'ELE', and counted up the number of students enrolled in courses where suggested area is NOT 'ELE', but the course master shows 'ELE'. These are 'suggested' areas for credit, and the district may consider them as electives that don't count towards graduation, but our guess is those are probably miscoded. There is nothing to update for FY23 (since those collections and appeals have already closed). Before districts start submitting FY24 credit data, they should fix those subject areas for credit and what rolls into the Grad CORE (GC) records. Otherwise, when they look at their PTG reports, a lot of students won't look right. This received file is a chance to get ahead of the PTG module coming out when guidance counselors start looking at the PTG reports. We strongly encourage districts to start cleaning this up now.
2) **2023_GRAD_Diploma_Poss_Credit_Coding_Errors** – ODE looked at all students reported as earning a diploma in FY23. If they had any areas where they didn't have enough credits to fulfill a graduation requirement, they are on this report. Most of them shown as not meeting one or more flags have plenty of credits but some of those credits may be in the wrong category. Some students have less than 20 credits so their GC records are under-reported (should reflect the student's cumulative credits earned). ODE is not asking for districts to go back and fix this for

FY23 grads, but looking at grads who have met all course requirements makes it easier to find systemic issues with how districts are coding *Subject Area for Credit*.

The focus is on FY24 and beyond. Examples: If all students are missing World History, how is it coded? How are you coding Algebra II, which also has a specific requirement? How are you coding Life Science vs. Physical Science vs. Advanced Science? Are you reporting 'ELE' instead of the specific area (e.g., when it should be Fine Arts, Business, etc.)?

If districts want to clean up the data for FY23, they certainly can since the FY23 Grad window is still open for a little while, but ODE is NOT asking them to do that. *The focus should be to clean up data for FY24 reporting.* The FY23 non-grad high school credit collection closes in a few weeks, but once it closes and the FY24 collection opens, ODE will use FY24 data (instead of FY23 data) for PTG. FY23 graduates are gone and won't be used in the PTG reports, so for ongoing students it is better to get things resolved for the FY24 collections.

We will be looking at some other scenarios just to see if we can help point districts in the right direction if we find anything else. These received files won't be updated as districts change their data. We may do another report for students in elective courses once the FY24L Staff/Course collection opens and we get some data to see if FY24 data is in better shape. We don't anticipate rerunning the reports, but if districts are updating FY23 Grad data let us know.

Q&A
Q: On the LRC, has Value Added already been factored in?
A: Value Added data was loaded this morning and is now ready for review by districts in the SDC. The only thing missing would be any retention appeals.

Upcoming Call Schedule
Monday, September 18 – ODE ITC Call