FLORIDA DEPARTMENT OF EDUCATION
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NEWS FROM
PK-12 EDUCATION INFORMATION SERVICES

The Bureau of PK-12 Education Information Services serves to improve education by increasing the quality of decisions through the use of data. Bureau functions and services include: assisting school districts in the reporting of accurate information, providing information to customers in order to meet their needs, fulfilling DOE Information Database requirements, and reviewing and developing data collection procedures.

Welcome New Team Members

We are pleased to have two new team members join the Bureau of PK-12 Education Information Services staff.

In November, Tria Parsons replaced Arlene Roberts following her retirement from the department after many years of service. Tria will be coordinating district email communications through ASKEIAS@fldoe.org and will be assisting with questions and data requests. She will also be the department liaison for FAMIS conferences.

In January, we welcomed Anthony (Tony) Justice as a database consultant. Tony will be working with Kendra Jahnke on FTE and Class Size. Tony was previously employed by the Department of Revenue where he worked with counties on data submission, data edits, and statistical reporting.

New District Recognition Program

For the 2016-17 school year, the Bureau of PK-12 Education Information Services (EIS) is designing a recognition program for district data submissions. This recognition system aims to highlight outstanding performance by districts in their data reporting duties.

In the months ahead, EIS will be developing criteria to measure performance. Districts with outstanding performance measures will receive kudos in the EIS quarterly newsletter.

We welcome your input regarding any performance measures, metrics, or key performance indicators (KPIs) that best demonstrate your commitment to high data quality submissions. You may send any recommendations to ASKEIAS@fldoe.org. More information will be provided at the FAMIS conference and in the summer newsletter.

FLEID Update

During the current school year (2015-16), your district should have received Florida Education Identifiers (FLEID) for all current students. Starting with Survey 1 in school year 2016-17, a valid entry for this data element (Florida Education Identifier, element #197246) will be required for all student records. The default value (FL000000000000) will no longer be an acceptable entry and will result in the record being rejected. Please prepare for this change.

Contacts

Bureau Chief
Todd Clark
Tria Parsons

FTE, Class Size
Kendra Jahnke
Anthony Justice

Senior Program Director
Teresa Sancho
Sonja Bridges
Kenneth Dukes
Linda Fleming
Rhonda Forbes
Tsung-Yuan Lin
Renee Prasek
Katherine Smith

For more information, contact:
askeias@fldoe.org
850-245-0400

FLEID for McKay Scholarship Students

For McKay reporting in the 2016-17 school year, all districts must submit student FLEIDs along with existing identifiers. **All McKay students must have a FLEID assigned**. Districts will be required to submit a valid FLEID on all required formats.

As in the past, districts will continue to have two separate reporting requirements for McKay students: McKay Scholarship Verification reporting in Surveys A, B, C, D to generate payment for the student in a private school and FTE reporting in Survey 2 and Survey 3 to generate FTE funding for the Public School.

For questions or assistance, please contact Katherine Smith at Katherine.Smith@fldoe.org or call 850-245-9054.

School-Related Arrests

Since the 2011-12 school year, school districts have been required to report School-Related Arrest counts as part of the Federal/State Indicator Status format on the Automated Student Database System. The Department of Juvenile Justice (DJJ) produces an annual Delinquency in Schools report (http://www.djj.state.fl.us/research/reports/research-reports/delinquency-in-schools/school-delinquency-profile) that includes an interactive data dashboard based on the data they collect when a juvenile is arrested. The DJJ report allows users to review school-related arrests and community arrests separately.

A quick comparison of DJJ and Florida Department of Education (FDOE) school-related arrest data shows that many such arrests are not being reported by schools. For the 2013-14 school year, district-submitted figures for school-related arrests were approximately 23% (2,415) of those compiled by DJJ (10,340). Preliminary data for 2014-15 shows the FDOE total at 27% (2,639) of the DJJ total (9,716). Some differences in those figures are expected, but the totals compiled by FDOE and DJJ should be similar.

Please make sure the School-Related Arrest data element is implemented in your district's student information system, is visible on the relevant screens, and is included in appropriate staff training. For additional information on reporting school-related arrests, please contact Kenneth.Dukes@fldoe.org.

2016 FAMIS Conference

The Florida Department of Education will be presenting again at this year's FAMIS Conference to be held June 21-23, 2016, in Tallahassee at the Florida State University Turnbull Conference Center. The FDOE's presentations will cover a range of education topics, including legislative changes and changes to the student and staff databases. For more information, visit the conference website (http://www.famisonline.org). Conference presentations will be made available on the FAMIS website.

Resource Zone

- The changes for Staff and Student database manuals are posted Fridays on http://www.fldoe.org/accountability/data-sys/database-manuals-updates/calendar.stml. It is advised that districts view updates once a week. Please note that no emails will be issued to notify districts about the changes in the database manuals.
- Student Locator, Option 25 of the CICS Student Component Menu, can be used to locate and verify the Student Number Identifier, Florida and the Student Number Identifier—Alias, Florida.

Virtual Course Reporting

Helpful information is provided below for reporting virtual courses in the PK-12 Student Information Database.

Course Grade is reported in Surveys, 2, 3 and 4 for virtual courses in the Student Course Schedule. It is imperative that the final Course Grade be reported in Survey 4.
- Course Grade of IP may not be reported in Survey 4. See **NEW** Student Course Edit 2H.
- In order for a virtual course to earn FTE, each course must be successfully completed with a passing grade and the passing grade must be reported in Survey 4.
- If Course Grade equals F, I, IP, N, U, WP, FL, NG, W, or WF, then FTE Reported, Course must equal 0000. See Student Course Schedule Edit 2F.
- Note: Course Grade "IP" is only to be applied to virtual courses in Student Course Schedule records. This code is not to be applied in any Student Course Transcript record.
- Link to data element Course Grade, here: http://fldoe.org/core/fileparse.php/12026/urlt/1516-109225.pdf

Location of Student is required for:
- Courses instructed in schools 7001, 7004, 7006 and 7023.
- Courses instructed in a virtual charter school.
- For courses instructed by the Florida Virtual School on the school campus (district of instruction 71).
- Florida Virtual School courses under contract with the district to be offered on the public school campus in Virtual Learning Labs.
- Link to the data element, Location of Student, here: http://fldoe.org/core/fileparse.php/12026/urlt/1516-197241.pdf

Term for a two semester, one credit virtual course reported in Survey 4 may be reported in one of the following ways:
- One Student Course Schedule record with the total FTE Reported, Course for the course and the data element Term coded 3.
- Two Student Course Schedule records where one course record is coded with a Term of 1 and the second coded with a Term of 2. Half of the course FTE Earned, Course is reported in each record.
- ***For a one credit course, where the full credit is earned in a virtual course and where the End of Course Exam is 30% of the final grade (e.g. Algebra 1, etc.), report one Student Course Schedule record with the data element Term coded 3.***
- Link to data element Term, here: http://fldoe.org/core/fileparse.php/12026/urlt/1516-176225.pdf

FTE Reported, Course is addressed in Appendix D of the *FTE General Instructions 2015-16*.
- Students in virtual courses are reported in Surveys 2 and 3 with FTE Reported, Course equal to 0.0000.
  In Survey 4:
  - Students who successfully complete courses should be reported with appropriate amounts of FTE Reported, Course in each Student Course Record reported for that course.
  - Students who do not successfully complete the course should be reported with FTE Reported, Course equal to 0.0000 in each Student Course Record reported for that course.
- Link to *FTE General Instructions 2015-16,* here: http://fldoe.org/core/fileparse.php/7508/urlt/2015-16-FTE-General-Instructions.pdf
- Link to data element, FTE Reported, Course, here: http://fldoe.org/core/fileparse.php/12026/urlt/1516-122825.pdf

Other Resources provide valuable information as well as guidance and clarification for you and other staff in the district.
- ***Student eligibility and funding for district virtual instruction programs, district virtual franchises, virtual charter schools, virtual learning labs and virtual course offerings are described in § 1002.37, 1002.45, 1002.455, 1003.498, 1002.33, and 1011.61(1)(c) b,II,III,IV,V F.S.***
- FDOE Virtual Education's homepage with Q&A's, contact, information, definitions of virtual programs, Florida's Online Course Catalog and more, here: http://www.fldoe.org/schools/school-choice/virtual-edu/index.stml.

For virtual program area questions contact the Virtual Education Office at VirtualEducation@fldoe.org or 850.245.0502. For virtual database reporting questions, contact Linda H. Fleming at Linda.Fleming@fldoe.org or 850.245.9919.

Important Dates

March 3
    Survey D, 2015-16: Verification file available

March 3-10
    Survey D, 2015-16: State processing

March 8
    Survey D, 2015-16: Submission deadline

March 10
    Survey D, 2015-16: Final update

March 11
    Survey 3, 2015-16: End state processing

March 31
    Survey 2, 2015-16: Final update/amendment date

| MARCH 2016 | | | | | | |
SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Publications and Reports

There have been several data reports published in the last few months. They are listed below with their corresponding web links:

Course Enrollment, Survey 2, 2015-16
http://www.fldoe.org/core/fileparse.php/7584/urlt/CourseEnrollmentFPS1516.xls

English Language Learners, Survey 2, 2015-16
http://www.fldoe.org/core/fileparse.php/7584/urlt/ELLSchoolRandG1516.xls

Enrollment/Membership, Survey 2, 2015-16
http://www.fldoe.org/core/fileparse.php/7584/urlt/MembershipFPS1516.xls
http://www.fldoe.org/core/fileparse.php/7584/urlt/MembershipSchoolGrade1516.xls
http://www.fldoe.org/core/fileparse.php/7584/urlt/MembershipSchoolRace1516.xls

Exceptional Students, Survey 2, 2015-16
http://www.fldoe.org/core/fileparse.php/7584/urlt/MembershipProgramsExceptionalStudents.xls

High School Graduation Rates, 2014-15
https://edstats.fldoe.org/SASWebReportStudio/openRVUrl.do?rsRID=SBIP%3A%2F%2FMETASERVER%2FARM%2FPERA%2FEIAS%2FHIGH+SCHOOL+GRADUATION%2FWEB+REPORTS%2FHigh+School+Graduation+Rates.srx%28Report%29

Lunch Status, Survey 2, 2015-16
http://www.fldoe.org/core/fileparse.php/7584/urlt/1516-Lunch-Status-by-District.xls
http://www.fldoe.org/core/fileparse.php/7584/urlt/1516-Lunch-Status-by-School.xls

Staff in Florida's Public Schools, 2015-16
http://www.fldoe.org/core/fileparse.php/7584/urlt/ARAdminStaff.xls
http://www.fldoe.org/core/fileparse.php/7584/urlt/ARFullTimeStaff.xls
http://www.fldoe.org/core/fileparse.php/7584/urlt/ARInstructionalStaff.xls
http://www.fldoe.org/core/fileparse.php/7584/urlt/ARSSupportStaff.xls

Attendance Recordkeeping Handbook (*Report formats updated to include FLEID*)
http://www.fldoe.org/core/fileparse.php/7574/urlt/atdm.doc