Revised Date: April 2001 Effective Date: July 2001

Florida Department of Education Education Information and Accountability Services/ Educational Data Systems

Comprehensive Management Information System Automated Student Reporting Format

- 1. Submit only for Survey Period 3 for all students in grades 3-10 to identify teachers primarily responsible for instructing the student in reading, writing and mathematics.
- 2. Report Social Security Numbers for instructors in each of the categories, reading, writing and mathematics.
- 3. ELEMENTARY SELF-CONTAINED: Social Security Numbers of teachers of students in elementary self-contained classes may be reported in all three responsible instructor categories.
- 4. MIDDLE AND HIGH SCHOOL LANGUAGE ARTS: Unless a student has separate reading and writing classes, the language arts teacher would be reported for both the reading and writing category.
- 5. KEY FIELDS: The key fields for this format are item numbers 2, 3, 5, 6, and 7. If a key field needs to be changed, the record must be deleted and resubmitted as an add.

FLORIDA DEPARTMENT OF EDUCATION EDUCATION INFORMATION AND ACCOUNTABILITY SERVICES/ EDUCATIONAL DATA SYSTEMS

FIELD	CHARACTERISTICS:	TAPE CHARACTERISTICS:						
			Date:	April 2001				
Α	Alphabetic only	9 Track (odd Parity)						
A/N	Alphanumeric	1600 or 6250 BPI, EBCDIC	Effective Date:	July 2001				
N	Numeric only	Label Information						
Z	= Zoned Numeric	Record size	Format No.:	7209				
Р	Packed decimal	Block size						
R	Right justified		Record Type:	1 of 1				
	leading zeros							
L	= Left justified		Activity No.:	DB9 52B				

Item			Field		
Number	From-To	Size	Char.	Field Description	
1	1-2	2	A/N	Filler	
2	3-4	2	N/R	District Number, Current Enrollment	
				The two digit number for the current school district in which the student is officially enrolled for graduation. See DOE Information Data Base Requirements: Volume I - Automated Student Information System, Appendix C, for acceptable codes.	
3	5-8	4	A/N/R	School Number, Current Enrollment	
				The state assigned four digit school number in which the student is officially enrolled for graduation during the current school year. Number Definition	
				0001-9899 District school sites assigned a unique number in the state Master School ID File.	
4	9-12	4	A/N	Filler	
5	13-22	10	A/N	Student Number Identifier, Florida	
				A code used to uniquely identify a student. The number must be maintained for all PK-12 students, adult postsecondary vocational students, adult basic skills students and adult secondary education students. (CONTINUED ON NEXT PAGE)	

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		T		ctor - Reading, writing and Mathematics	
Item Number	From-To	Size	Field Char.	Field Description	
				If the student has a social security number, the Student Number Identifier, Florida equals the social security number followed by a "X".	
				nnnnnnnnX Example: 123456789X	
				If a student <u>does not</u> have a social security number, the school district should assign a number using the common method statewide.	
				First 2 Digits	
				NN For any student entering a Florida school district for the first time who does not have a social security number, the first two digits will represent the district of initial entry into the Florida School System.	
				Last 8 Digits	
				NNNNNNN The last eight digits are district-defined in such a way as to result in a unique student number within the district where the number is originally assigned.	
				See data element number 175625 of the <u>DOE</u> <u>Information Data Base Requirements: Volume I - Automated Student Information System</u> for more information.	
6	23-23	1	A/N	Survey Period Code (Always 3)	
				A code representing one of the state reporting periods.	
				<u>Code</u> <u>Definition</u>	
				1 July 2 October	
				3 February	
				4 June 5 End of Year	
				9 December	
		l	l		

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Item			Field	uctor - Reading, Writing and Mathematics
Number	From-To	Size	Char.	Field Description
7	24-27	4	N	School Year
				The school year for which courses, grades and credits
				are recorded in the student's permanent record or the
				school year for which data are reported. School year is:
				YYYY Example: 8788
8	28-36	9	N	Primary Instructor Responsible, Reading
				The Social Security Number of the instructor who is
				primarily responsible for instructing the student in reading.
9	37-45	9	N	Primary Instructor Responsible, Writing
				The Social Security Number of the instructor who is
				primarily responsible for instructing the student in writing.
10	46-54	9	N	Primary Instructor Responsible, Mathematics
				The Social Security Number of the instructor who is
				primarily responsible for instructing the student in mathematics.
11	55-55	1	Α	Transaction Code
				A code indicating the appropriate action to be taken with respect to the district's data base reporting records.
				Code Definition
				A Add Record
				C Update Record
				D Delete Record
12	56-80	25	A/N	Filler