State Board of Education
Monthly Data Collections Office Hours
Dec. 11, 2025

Question	Response
Is ISBE still reviewing the grade level for students in the transition program? Currently they stay grade 12 until they are 22 years old. These students are counted against our school cohort graduation numbers and I had been told a new grade level for these students was being discussed, please advise.	There are no plans to create a new grade level. These students should remain marked as grade 12 and will be included when calculating graduation rates.
How should I enter a PreK student who will only receive speech services for 30 minutes once a week? Also, will I get an error for the number of days of attendance that is entered for the student?	This student will be entered with a very low PDA (.05) and only 1 day of attendance will be entered per week.
I have a student who is showing up as Current EL-Transition Incomplete in SIS. According to our ML department and ACCESS scores, they scored above 4.8. Is there a reason why they are not showing up as Former EL? They did change buildings between SY25 and SY26. And also took the Alternate ACCESS during SY24. Could one of those be the cause?	Please send a ticket to the SIS Helpdesk with the SID for the student. We will have to review the data.
When it says, "2nd payment vouchered or anything vouchered" does that mean that you all are making the payment to us or do we need to go in and verify something for the payment to be made to us?	Vouchering does mean Payment. Please contact the ISBE Funding and Disbursements department for further questions (217)782-5256.
When does the blank 2027-2028 calendar load into ISBE for edits and review?	In the current system the new year is added on Jan. 1st. So, on 1/1/2026 the 27-28 calendar will be available. Next year ISBE is releasing a new calendar system with improved controls and a streamlined user interface. In the new system the 27-28 calendar would have opened up six months earlier on 7/1/2025.
If a student has graduated this year, are we able to go back in and add courses after the enrollment is exited?	Courses can be added at any time.
Any update on simplifying Alternative Learning Opportunities Program (ALOP) reporting for this school year?	ALOP is a priority, and we are currently working on an alternative method for reporting ALOP students. We will share a timeline for those changes once determined.
I submitted a ticket for a student's gender to be changed that was incorrect. The ticket was accessed and closed with no response, and the gender was never updated.	Student Name, DOB, and Gender can be changed in the Demographics tab of any student actively enrolled in your district.

I had some questions about online courses (offered through Edmentum at our high school but not taught by our teachers). I was told that an update on Student Course Assignments was in the works. Has that been completed?	For the current school year, you can continue to enter online course assignments as regular course assignments in SIS with a course setting code of 03 for Online Learning (internet-based).
When will Pre-Id be available to view for ACT/PreACT?	ACT/PreACT Pre-ID data is currently available to view in SIS on the ACT/PreACT Pre-ID screen, the ACT/PreACT Pre-ID report, and ACT/PreACT Pre-ID request file. Please contact the SIS Help Desk for assistance if needed.
Do courses need to be entered for outplaced students if they are being serviced at a private placement, if we are their home school?	The outplaced facility will have to provide the home school with the course data to be entered.
Is there a deadline to confirm EBF Fall Enrollment Counts for this SY?	Both October and March counts will be due April 15. October 1 verification is now available in SIS. Verification for March enrollment will become available after March 1 passes.
If you submit monthly attendance, and submit a new file with corrections later, does it overwrite the old data?	You will have to zero out the current attendance data first. Then resubmit the new data.
How do we actually reflect the one day of attendance for students with a low PDA? If a student goes to speech once a week and that's it, there's nowhere in SIS to check that they only attend weekly, so there ends up being errors for attendance in the DQD.	You cannot reflect one day of attendance for students who only attend school once a week in SIS, so you are correct, they will be flagged in the DQD for incomplete attendance at their home school. What can be done then, is to verify and override that audit for that home school once all other flagged student records have been addressed.
For online courses with a Course Setting of 03-Online Learning tied to it, what would you do with the teacher course assignment part?	If you have that teachers IEIN number, then you can enter a Teacher Course Assignment for them in SIS. If you do not have access to that information, then that is not necessary.
Regarding Early Childhood Special Education Transition - we have a child that was tested and is IDEA eligible, but his parents haven't consented to his start date yet. Should we mark him as transition as parents did not give consent, or do we wait until we get a solid answer from the parents, even if that means his record will be considered "Past Due Incomplete"?	For this student you will need to complete an evaluation only record in SIS. Once the student enrolls, you can go in and edit the enrollment with start dates. Completing the evaluation only record will allow you to get a SIS number to complete the record in the EC Transition System. Additionally, if parents have not provided consent, you can indicate that. You can always go back in and edit the record later if parents do consent.
How do you zero out attendance a batch file? Do you simply place a zero in all of the totals?	Per the Student Attendance data elements, Existing Attendance Day values can be deleted by entering a 0 in the Attendance Days field (page 6).