Illinois State Board of Education

# Early Childhood SIS Data Elements Webinar

*Student Information System*

School Year 2018

# Agenda

- Welcome / Introductions
- 2018 School Year Changes
  - Early Childhood Updates
    - Prenatal
    - Birth to 3
    - Early Intervention to Early Childhood  Special Education Transition Report
    - Evaluation
    - Early Childhood  (Ages 3-5)
    - Preschool Course Assignment
    - Teacher Course Assignment
    - Example Preschool Scenarios
    - Early Childhood Metrics Status Panel
    - Early Childhood Ages 3-5 data cleanup
- Upcoming Key Dates
- Where to Direct Questions
- ISBE Contact Information

# Welcome / Introductions

## Presenters

- *Howard Hammel*
  *SIS Project Manager*
- *Adam Lowery*
  *SIS Business Analyst*
- *Lindsay DeRosa*
  *SIS Business Analyst*
- *Ellie Howard*
  *SIS Business Analyst*
- *Tandi Turner*
  *SIS Business Analyst*

## Other Members of the SIS EC Team

- Lynn Burgett
  *Division Supervisor – Early Childhood*
- Alicia Lynch-Deatherage
  *Consultant – Early Childhood*
- Ami Yohn
  *Consultant – Early Childhood*
- Mike Pflugmacher
  *ISBE EC SIS Development Team*
- Terrence Wright
  *ISBE EC SIS Development Team*
- Jeff Wheaton
  *ISBE EC SIS Development Team*
- Thomas Janssen
  *ISBE EC SIS Development Team*

# Notice – This Webinar Is Being Recorded!

**This Webinar is being recorded.**

**Please do not provide any Student, Personal, or Vendor information.**

# Webinar Tips

- **Tips for Listening**
  - Computer speakers
  - Headset connected to a computer
  - Telephone
- **Tips for Speaking**
  - Make sure you have a microphone plugged in or the computer you are using has a microphone before raising your hand.
  - Make sure all audio settings in the computer are un-muted and speakers are turned down before talking.
- **Question & Answer**
  - Question & Answer Session will be held at the end of the Webinar.
  - Raise your hand to ask a question.
  - All text messages are logged.
  - Text questions will be posted in a Q & A document after the Webinar.
  - If you are using a telephone, the audio pin number must be typed in correctly before you can talk.
- **Troubleshooting**
  - If you are disconnected from the Webinar at any time, you can click the link that was provided to you in your email or you can re-register for the Webinar to gain access.
  - If you are listening via telephone and close out of the Webinar on your computer, you will be disconnected.

# ISBE SIS Resources

## Resource documents are readily available:

- Located on the ISBE SIS webpage at https://www.isbe.net/Pages/Student-Information-System.aspx
- ISBE SIS Announcements
  - User Manual
  - Validations Document
  - File Format Layouts
  - Excel Templates
    - Tips for Completing *(Data Collection Name)* Template
    - Steps for Creating and Uploading *(Data Collection Name)*
  - Data Elements
  - Archived Meetings and Presentations
  - Frequently Asked Questions

# ISBE Contact Information

- **Assistance is available when you need it:**

  - ISBE Help Desk
    - (217) 558-3600 – Option 3 – 8:00 a.m. to 5:00 p.m.
    - help@isbe.net
  - ISBE Early Childhood
    - (217) 524-4835– 8:00 a.m. to 4:00 p.m.
  - ISBE SIS Information Website
    - https://www.isbe.net/Pages/Student-Information-System.aspx

ISBE

Illinois State Board of Education

# Overview:  The Student Information System (SIS)

# Overview: The Student Information System

- **SIS Functions**
  - Assigns a unique student identifier (SID)
  - Collects demographic, enrollment, performance, and program participation data for each student
  - Interfaces with internal ISBE Systems
  - Tracks students from school/facility to school/facility and district to district within the state
  - Provides schools, districts and facilities the ability to report timely and accurate data/information through standardized reporting capabilities
  - Accepts data entered either online or via the batch process
  - Provide data to drive more enlightened policy decisions resulting in enhanced educational opportunities for all children

# Overview: The Student Information System



- Provide better quality data to drive more enlightened policy decisions resulting in enhanced educational opportunities for all children
- Reduce data collection burden on schools, districts, and facilities
- Enhance the use and relevance of state data by districts and schools
- Respond to the reporting requirements of ESSA and other federal and state education programs

# Overview: The Student Information System



## Increased importance of providing timely and accurate student enrollment data

- Enrollment Start and End Dates
- Grade Level
- Home School RCDTS **(School for the area where the student resides)**
- Serving School RCDTS **(School where student attends, course is taught, & teacher assigned)**
- Service Provider RCDTS **(Entity providing services for the student that may not be the Serving School)**
- Student can have only one Home school RCDTS but multiple Serving schools **( Special Education Private Facilities, etc.)**

# Overview: The Student Information System



## Data submitted to SIS is used for the following reports:

- **Every Student Succeeds Act (ESSA)**
- **eGMS – Early Childhood Funding**
- **Kindergarten Development Survey (KIDS)**
- **Student Course Assignment**
- **Teacher Course Assignment**
- **Student Discipline**
- **ED360**
- **Data Quality Dashboard**
- **Senate Bill 1**
- **Employment Information System (EIS)**
- **E-Report Card**
- **Special Education Claims (ISTAR)**

- Advanced Coursework (Dual Credit, AP and IB)
- Freshman on Track
- 8th Graders Taking Algebra I
- Graduation Rates
- Drop Out Rates
- Regional Safe School Funding (RSSP)
- Vocational Funding
- Multiple Measures Index (MMI)
- Annual Measureable Achievement Objectives (AMAO)

# Overview: The Student Information System



- **SIS User Access Levels**

  - **View Only -** Search for a Student ID and view all reports
  - **RCDT General User -** RECOMMENDED FOR SEARCHING. General users can access functions to request new Statewide Student Identifiers for an individual student and to search for an existing Statewide Student Identifier. General users can be district-based or school-based personnel and act on behalf of the whole district.
  - **RCDT Admin -** RECOMMENDED FOR UPLOADING SIS DATA. This individual is the RCDT Administrator (or his/her designee) responsible for submitting batch files to the Illinois State Board of Education (ISBE). The RCDT Admin has signatory authority and certifies that the submitted data is correct to the best of his/her knowledge and belief.
  - **ISBE Admin - ISBE USE ONLY.** This individual is an ISBE employee with administrator rights.

# Data Privacy and Security

- **Depending on your role, you may be able to access:**
  - **Student Level data**
  - **Summary data**
  - **Economic indicators**
  - **Downloadable data**

  - **All users of the secure portal, regardless of role, are obligated to Protect Student Privacy. All secure roles enable student data access to some degree and the data is not redacted like the public portal.**

  - **You are legally and ethically obligated to safeguard the confidentiality of these student records.**

  - https://www.isbe.net/_layouts/15/WopiFrame.aspx?sourcedoc={B351FC2E-6C27-4B5C-BADC-19E88A299AD4}&file=ISBE_Overview_to_Student_Data_Privacy_in_IL.pptx&action=default&DefaultItemOpen=1

ISBE

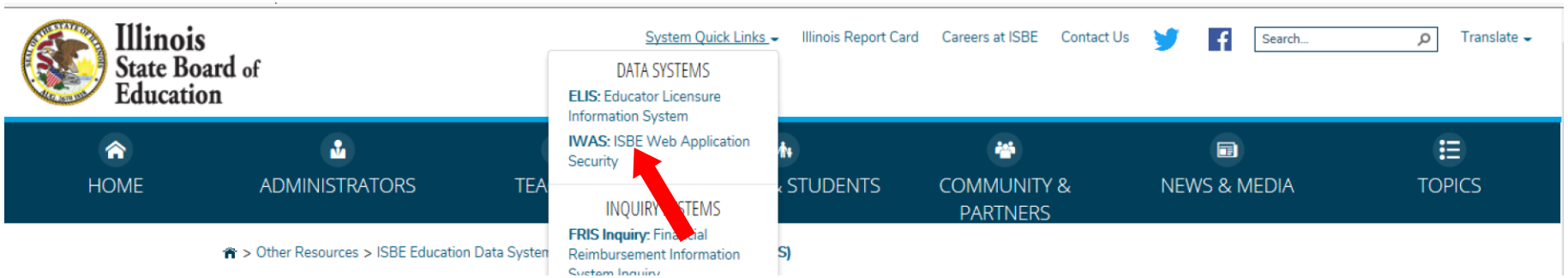
Illinois State Board of Education

# Accessing SIS

# Accessing SIS



- Access SIS through ISBE's Web Application Security System (IWAS)
- Link to IWAS from ISBE's Homepage at https://www.isbe.net/Pages/Student-Information-System.aspx
- Find the IWAS User Guide on the IWAS Login Screen

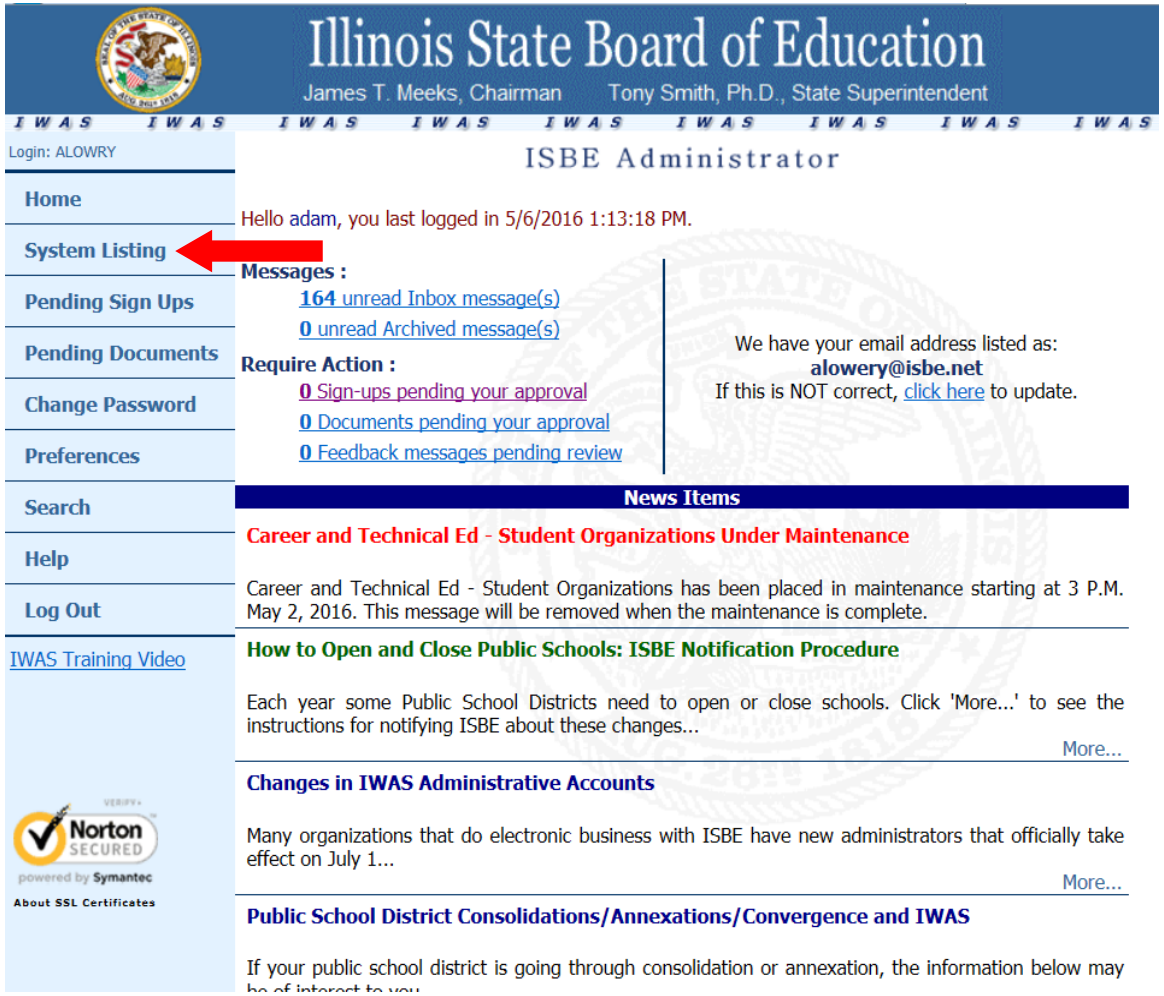


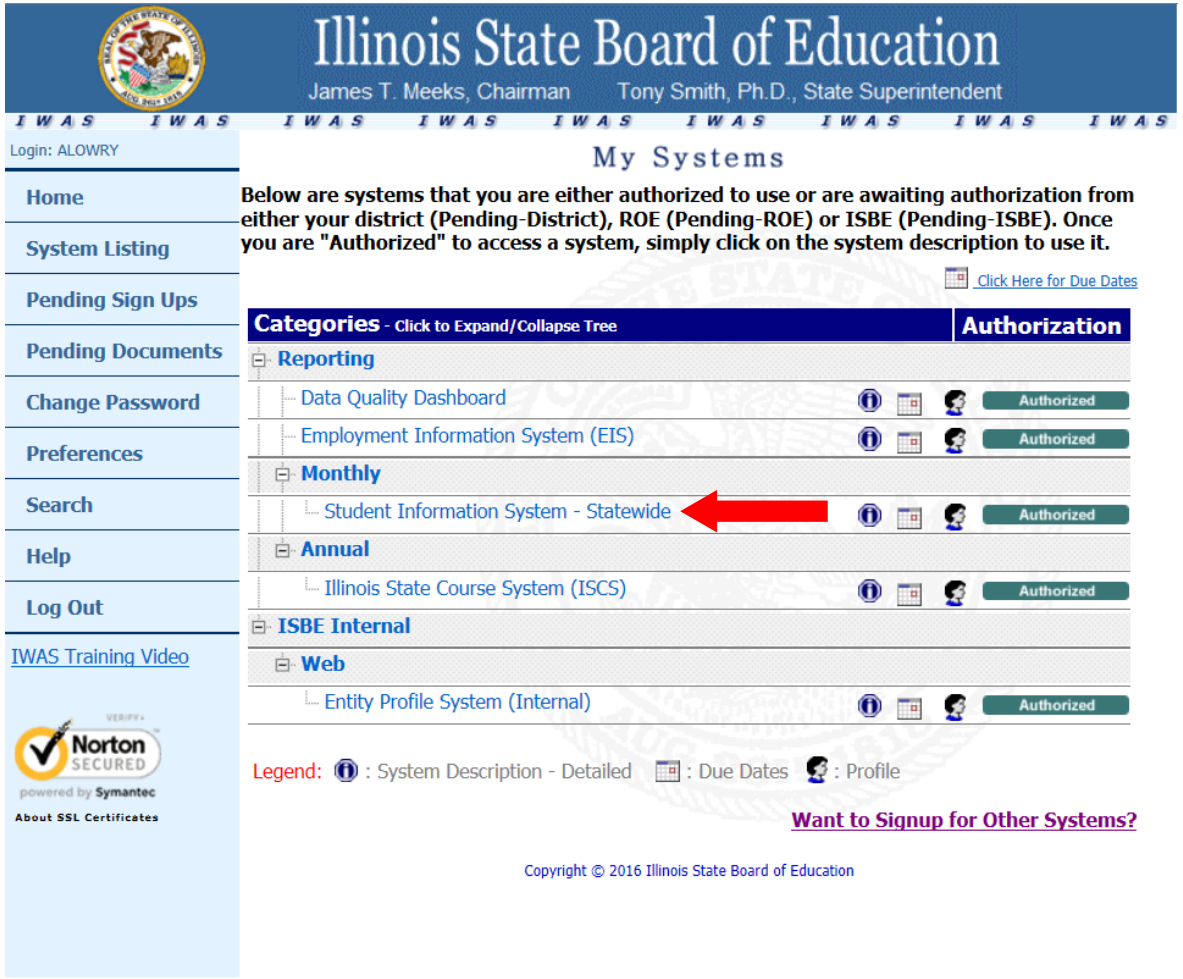
# Accessing SIS

- Enter Login information or select the Sign Up Now link

# Accessing SIS



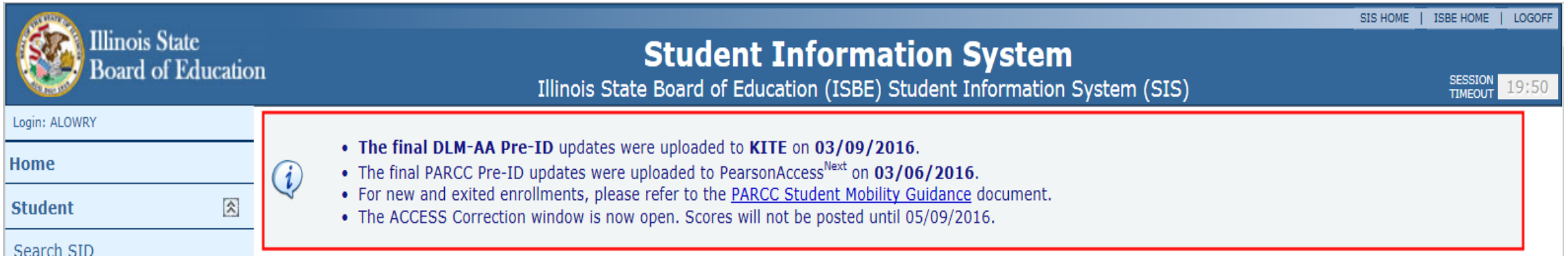


# Accessing SIS



- SIS Homepage (Announcements)



- SIS District Status Panel

**Please update your ACCESS Site File and Testing Window by Friday, September 29, 2017.**
For the new SIS external website click here

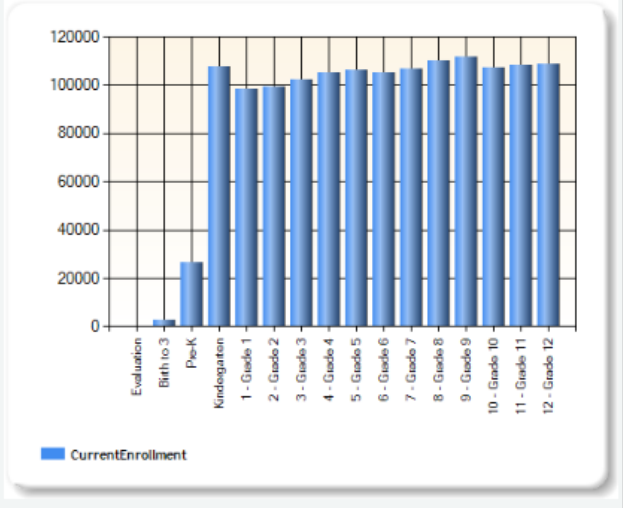
District : -- All Districts --

Home Serving

2018 District Status Panel | 2017 Assessment Correction Status Panel

*Reflects data as of Sep 27 2017 08:00 AM

### Current Enrollments & Program Indicators*




☑ Current Enrollment ☐ LEP ☐ IEP ☐ Homeless ☐ FRL Refresh

### Upcoming Key Dates

| Activity | Date |
|---|---|
| ACCESS Site File and Testing Window due | 09/29/2017 |
| School Year 2018 Fall Enrollment submissions due | 10/13/2017 |
| Service Provider data (IDEA Services only) due | 10/13/2017 |
| Student Addresses (IDEA Services only) due | 10/13/2017 |
| Eligible for Immigrant Education Program data due and Extracted from SIS for funding eligibility and allocation calculations | 10/27/2017 |
| ACCESS Label File sent to Vendor | 11/17/2017 |
| DLM-AA Pre-ID file sent to Vendor | 12/22/2017 |
| PARCC Pre-ID file sent to Vendor for Braille orders | 12/22/2017 |
| Click here for a full list of Key Dates | |

### Course Data Quality (K-12)

Serving Location : All Districts

| | |
|---|---|
| Unique Student Count | 1377166 |
| Unique Teacher Count | 40011 |
| Student Teacher Ratio | 34 |

| | |
|---|---|
| Unique Course Count | 252284 |
| Courses Missing Students | 80982 |
| Courses Missing Teachers | 22475 |
| Students Missing Courses | 906112 |

### Current Enrollment Data Completion Status*

| Collection | Total Required | Complete | % Complete |
|---|---|---|---|
| Prenatal | 92 | 15 | 16% |
| Birth To 3 | 2866 | 799 | 27% |
| Birth To 3 Caregiver Demographics | 2866 | 1378 | 48% |
| Early Childhood Outcomes(ECO) Entry | 8049 | 6683 | 83% |
| Early Childhood Outcomes(ECO) Progress | 5046 | 3665 | 72% |
| Early Childhood | 26373 | 21610 | 81% |
| English Learners (EL) | 132309 | 72297 | 54% |
| EL Screener | 27502 | 15777 | 57% |
| Homeless | 17480 | 10631 | 60% |
| Eligible for Immigrant Student Program | 105630 | 105563 | 99% |
| Student Address for NEW IDEA students | 186326 | 182881 | 98% |
| Regional Safe Schools Program (RSSP) | 1058 | 374 | 35% |
| Student Discipline | NA | 1824 | NA |
| Secondary Courses Missing Final Letter Grade | 629176 | 0 | 0% |

ISBE

Illinois State Board of Education

# Questions?

ISBE

Illinois State Board of Education

# Prenatal

## Prenatal Data Collection – Deadline July 31 – Specifically for Districts that have a Prevention Initiative Program

- Prenatal ID **(Created by SIS. Separate from Student ID)**
- SID of Mother **(SIS SID if Applicable)**
- Mother's Last Name
- Mother's First Name
- Mother's Middle Name
- Mother's Maiden Name
- Mother's Race
- Mother's Birth Date
- Home RCDTS
- Serving RCDTS
- Trimester at Start of Prenatal Care
- Marital Status at Start of Services
- Mother's Address
- City
- State
- Zip5
- Zip4
- Phone Area Code
- Phone Prefix
- Phone Suffix
- Place of Delivery
- City/Town of Delivery
- State of Delivery
- County of Delivery
- Total Number of Home Visits for Fiscal Year
- Total Number of Parent Groups/Sessions Attended for Fiscal Year
- Services Start Date
- Due Date
- Exit Reason
- Exit Date
- Delivery Date
- Total Number of Birthed Children

# Prenatal

**Prenatal ID**
- Prenatal ID generated by the system and assigned to the Mother. ID will Start with the Fiscal Year it is being entered.

**SID of Mother**
- Mothers 9 digit Student ID that exists in the SIS system

**Mother's Last Name**
- Mother's Legal Last Name

**Mother's First Name**
- Mother's Legal First Name

**Mother's Middle Name**
- Mother's Legal Middle Name

**Mother's Maiden Name**
- Mother's Maiden Name

**Mother's Race**

**Mother's Birth Date**

**Home RCDTS**
- Region-County-District-Type-School code that uniquely identifies the elementary, middle/junior, or high school a student attends or would attend if not placed/transferred to another school/program to receive needed services. • Home school RCDTS cannot end in "92xx", "93xx" or "90xx" for all students

**Serving RCDTS**
- Region-County-District-Type-School code that uniquely identifies the school/program where a student is being educated.

# Prenatal

## Trimester at Start of Prenatal Care
- Date the prenatal services started.
  - 01 - 1st Trimester
  - 02 - 2nd Trimester
  - 03 - 3rd Trimester

## Marital Status at Start of Services
- Marital Status of Mother
  - 01 – Never Married
  - 02 – Married
  - 03 – Widowed
  - 04 – Divorced
  - 05 – Separated

## Mother's Address
- Mother's Address

## City
- City name in which mother resides

## State
- State name in which mother resides

## Zip5
- Zip code of city in which mother resides

## Zip4
- Zip +4 code of city in which mother resides

# Prenatal

**Phone Area Code**
- Contact telephone number area code for mother
  - Must be 3 digits long and be between 200-999

**Phone Prefix**
- Contact telephone number prefix for mother
  - Must be 3 digits long and be between 200-999

**Phone Suffix**
- Contact telephone number suffix for mother
  - Must be 4 digits long and be between 0000-9999

**Place of Delivery**
- Where mother delivered child? (e.g., home, OSF hospital)
  - Required when Exit Reason is “Live Birth”

**City/Town of Delivery**
- Town or city where mother delivered child
  - Required when Exit Reason is “Live

**State of Delivery**
- State where mother delivered child
  - State Abbreviation
  - Required when Exit Reason is “Live Birth”

**County of Delivery**
- County where mother delivered child
  - Required when Exit Reason is “Live Birth”

# Prenatal

## Total Number of Home Visits for Fiscal Year

- The number of completed home visits and in-person contacts provided to the family during the year based on program model and case management provided.
  - Required when Exit Reason is not “erroneous” and must be between 00-99

## Total Number of Parent Groups/Sessions Attended for Fiscal Year

- The number of parent groups/sessions attended by the child's parent(s) during the year (examples include parent-child interactions, parent workshops, parent support groups).
  - Required when Exit Reason is not “erroneous” and must be between 00-99

## Services Start Date

- Date the prenatal services started.

## Due Date

- Anticipated date of delivery.

## Exit Reason

- Reason for exiting a child / mother from system.
  - 01 - Live Birth
  - 02 - Pregnancy Ended
  - 03 - Moved/ Not Known to be Continuing Services
  - 04 - Death of Mother
  - 05 - Exited for New Fiscal Year
  - 99 - Erroneous

# Prenatal

**Exit Date (mm/dd/yyyy)**
- Date Services Ended

**Delivery Date**
- Date the child(ren) was birthed mm/dd/yyyy format required when Exit Reason is “Live Birth”.

**Total Number of Birthed Children**
- Total number of children birthed as a result of pregnancy

## What values need to be submitted when services start?

- Prenatal ID (Created by SIS.  Separate from Student ID)
- SID of Mother (SIS SID if Applicable)
- Mother's Last Name
- Mother's First Name
- Mother's Middle Name
- Mother's Maiden Name
- Mother's Race
- Mother's Birth Date
- Home RCDTS
- Serving RCDTS
- Trimester at Start Date of Prenatal Care
- Marital Status at Start of Services
- Mother's Address
- City
- State
- Zip5
- Zip4
- Phone Area Code
- Phone Prefix
- Phone Suffix

# What values need to be submitted when services end?

If services end and Exit Reason = 01, the following fields must be submitted:

- Place of Delivery
- City/Town of Delivery
- State of Delivery
- County of Delivery
- Total Number of Home Visits for Fiscal Year
- Total Number of Parent Groups/Sessions Attended for Fiscal Year
- Exit Reason
- Exit Date
- Delivery Date
- Total Number of Birthed Children

**Exit Reasons**

- **01 Live Birth**
- 02 Pregnancy Ended
- 03 Moved/ Not Known to be Continuing Services
- 04 Death of Mother
- 05 Exited for New Fiscal Year
- 99 Erroneous

# What values need to be submitted when services end?

- If Services end and Exit Reason 02-05, the following fields must be submitted:
  - Total Number of Home Visits for Fiscal Year
  - Total Number of Parent Groups/Sessions Attended for Fiscal Year
  - Exit Reason
  - Exit Date

- If end of year and Exit Code is, 05 - End of Fiscal Year, the entered data will be automatically re-populated into the system for the new Fiscal Year. New record will retain the original start date. Exit Date must be after June 30.

- If Exit Reason 99 (Erroneous)
  - Exit Reason
  - Exit Date

**Exit Reasons**

- 01 Live Birth
- **02 Pregnancy Ended**
- **03 Moved/ Not Known to be Continuing Services**
- **04 Death of Mother**
- **05 Exited for New Fiscal Year**
- **99 Erroneous**

## Prenatal End of Year Exits – June 30, 2018

- Each year services must end June 30th unless Exit Reason 01-04. If Exit Reasons are 01-04, districts should use the date in which the events occur as the Exit Date.

**Exit Reasons**

- **01 Live Birth**
- **02 Pregnancy Ended**
- **03 Moved/ Not Known to be Continuing Services**
- **04 Death of Mother**
- 05 Exited for New Fiscal Year
- 99 Erroneous

# Prenatal Data Rules

- Exit Reason of “05 - Exited for New Fiscal Year” can only be entered into the system on or after 07/01/2018.
  - Records cannot be exited with this reason code prior to 7/1. (Can not exit the record in the same Fiscal Year)

- If prenatal record is exited as “05 - Exited for New Fiscal Year” , the system automatically generates a record in the new School Year.
  - The new prenatal record retains the same Prenatal ID.
  - Services Start Date retains the value from the previous record.
  - Prenatal Care Start Trimester retains the value from the previous record.
  - Total Number of Home Visits for Fiscal Year are reset to 0 for the new record
  - Total Number of Parent Groups/Sessions Attended for Fiscal Year are reset to 0 for the new record

**Exit Reasons**

- 01 Live Birth
- 02 Pregnancy Ended
- 03 Moved/ Not Known to be Continuing Services
- 04 Death of Mother
- **05 Exited for New Fiscal Year**
- 99 Erroneous

## Prenatal Data Rules

Due Date (mm/dd/yyyy)

- Dates can go into the future 2 years.
- No past date allowed.

Delivery Date (mm/dd/yyyy)

- No Future Date

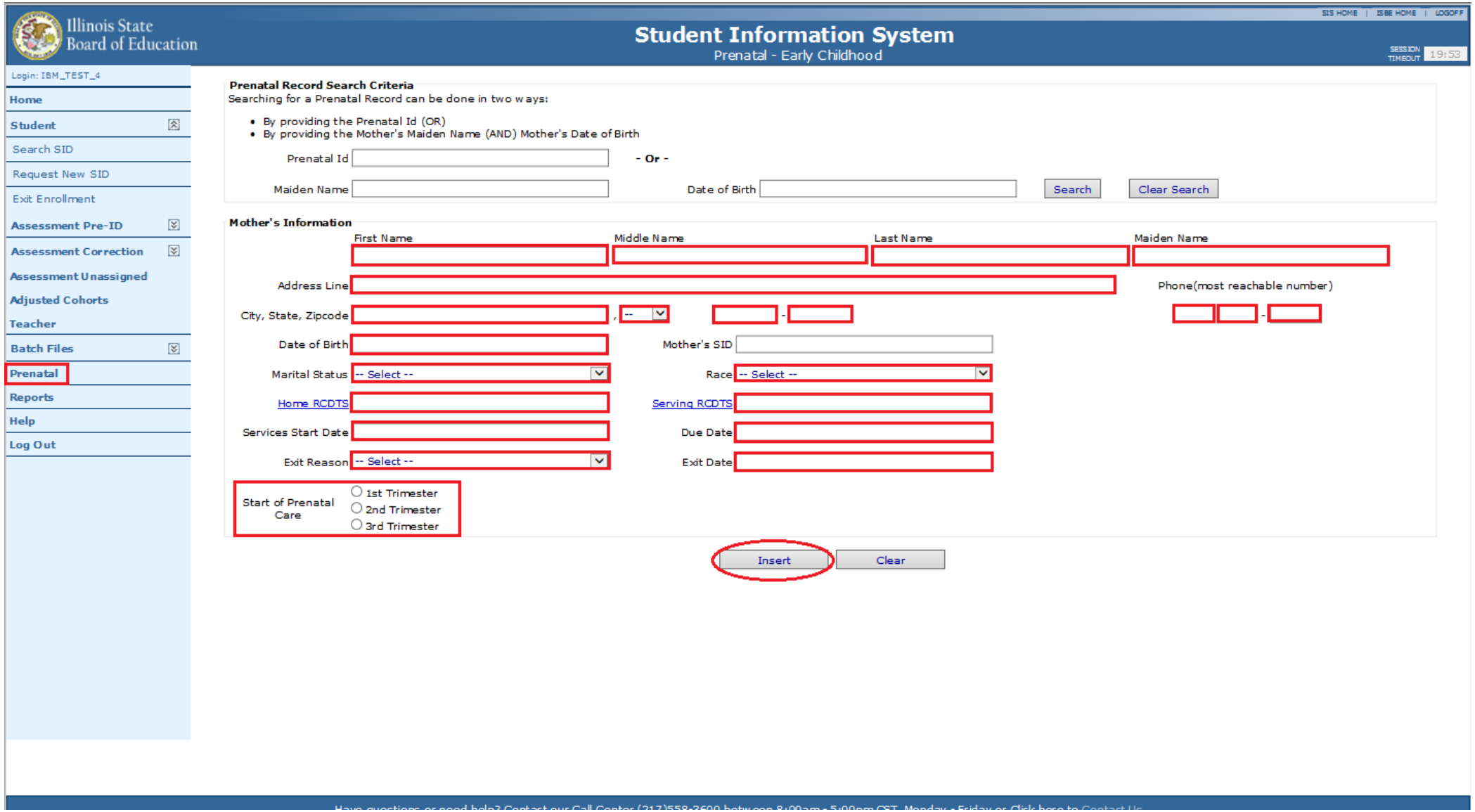
Services Start Date (mm/dd/yyyy)

- Must be within Fiscal year
- If Exit Reason 05 for previous year, the Start of Services date will be retained from the prior Fiscal year.

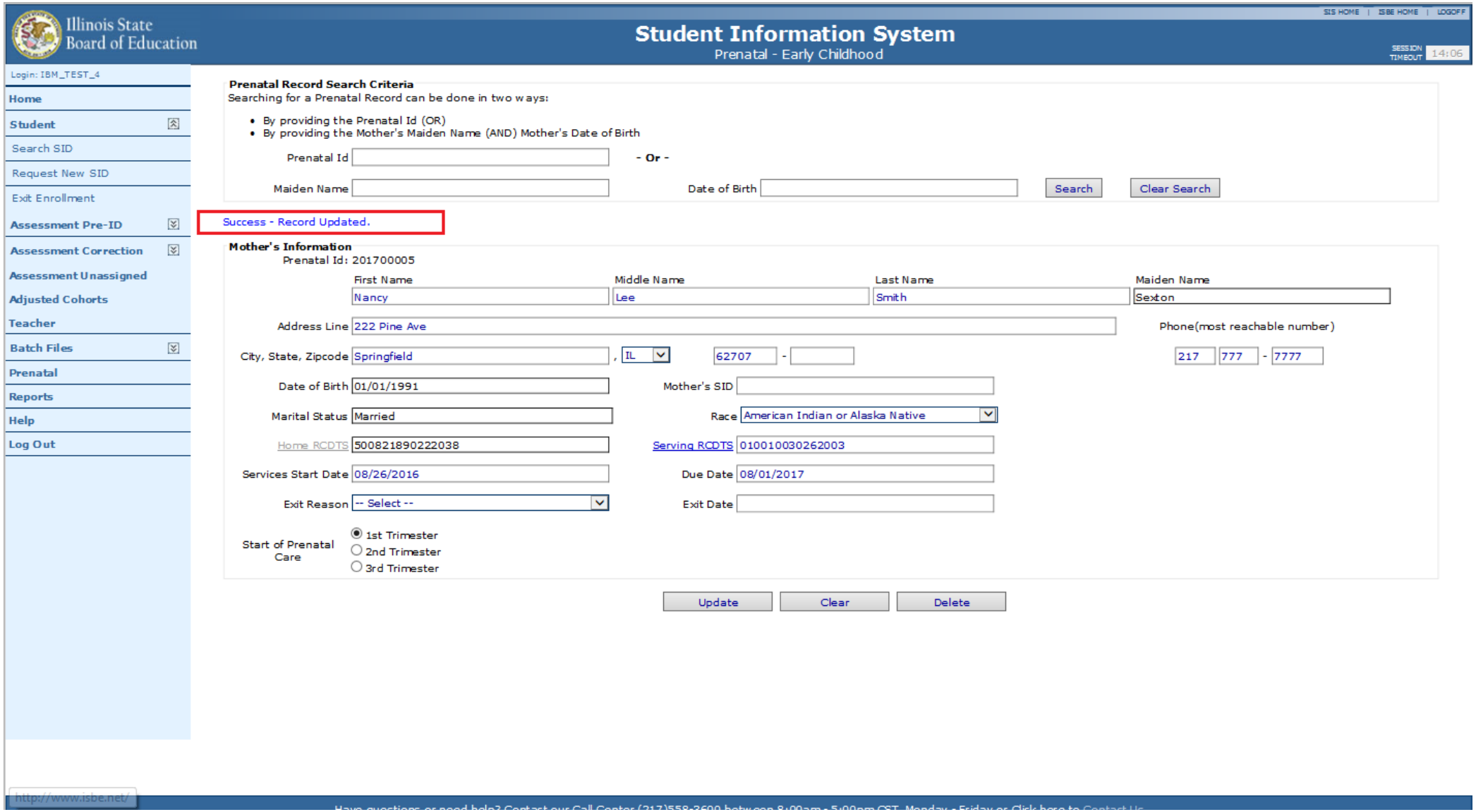
Exit Date (mm/dd/yyyy)

- No future dates allowed.
- Date can go back no more than 2 years

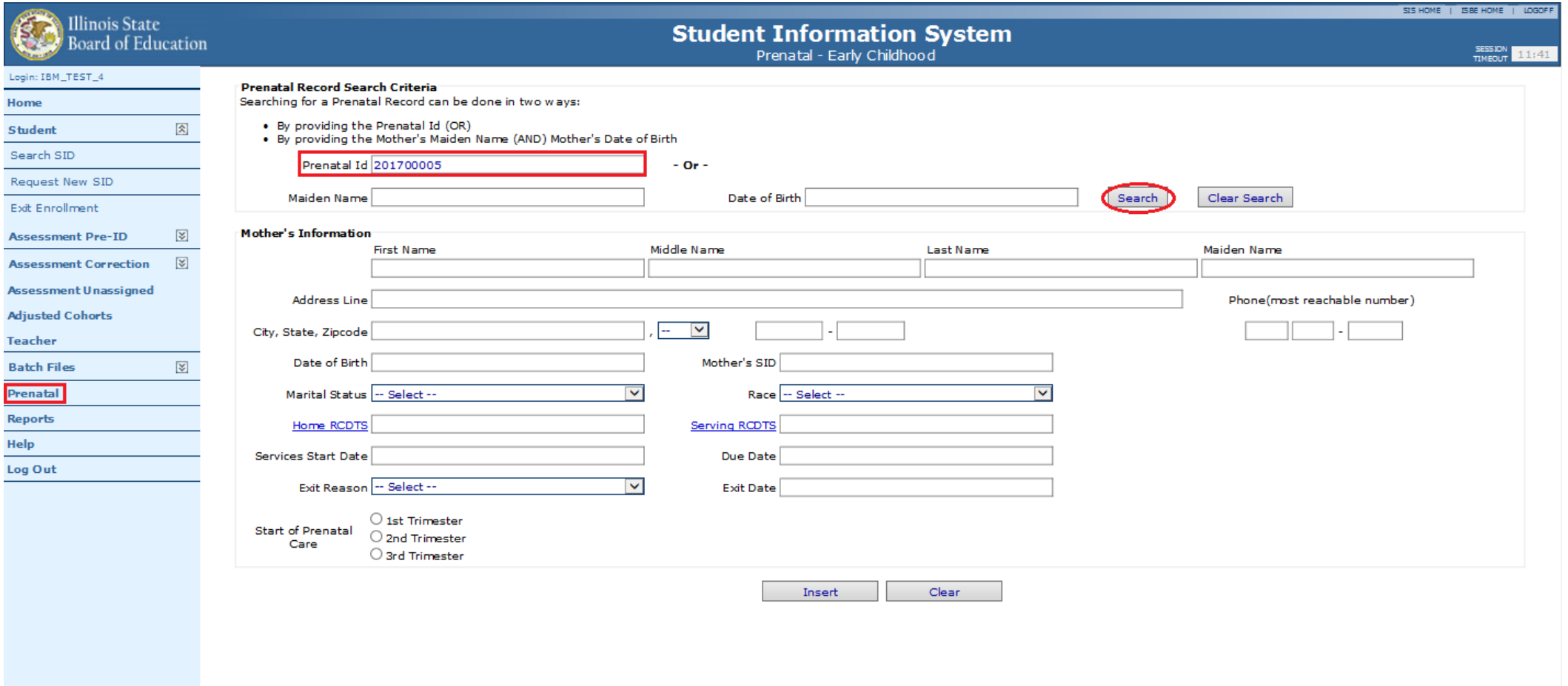
# Creating a New Prenatal Record



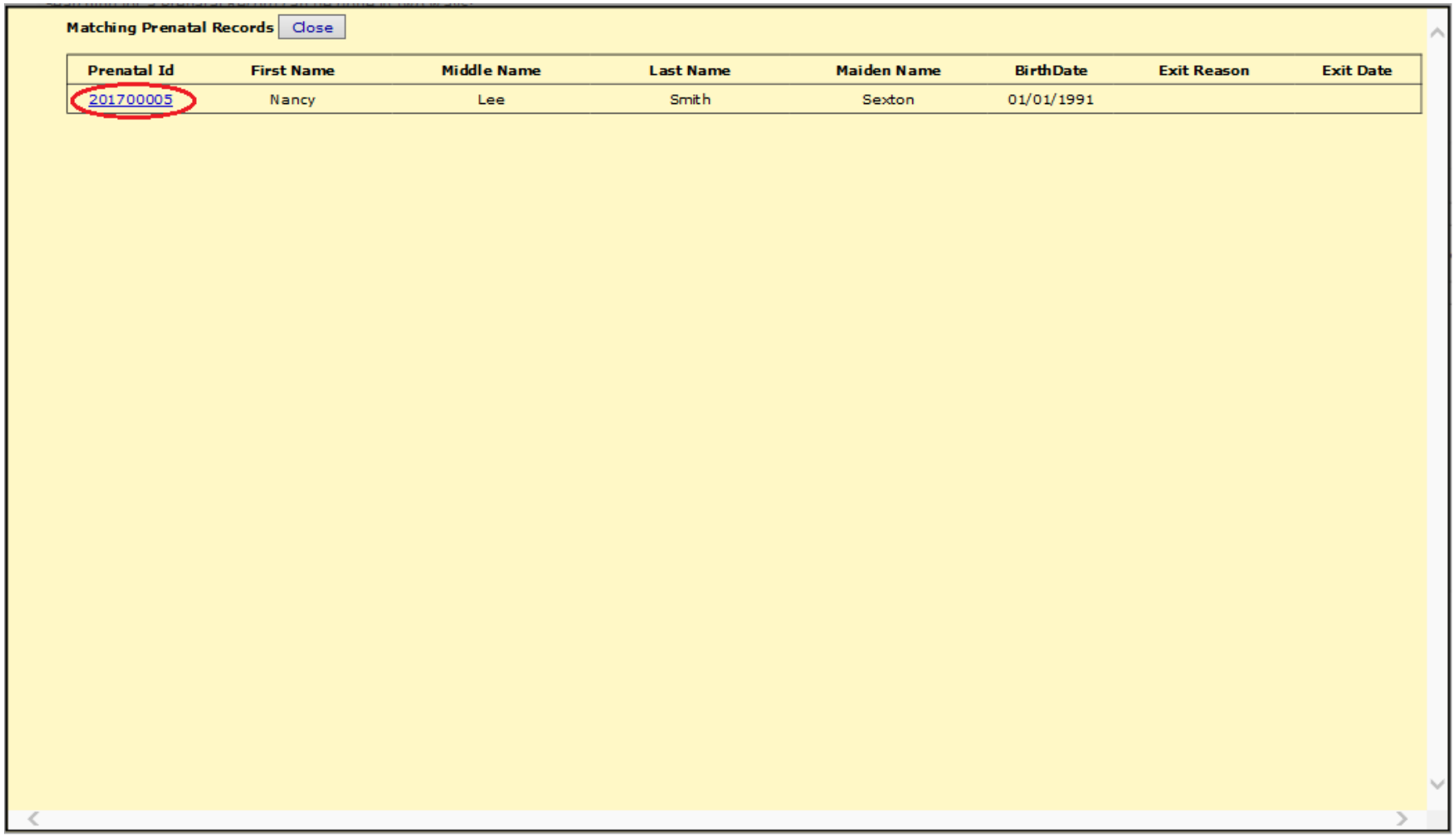
# Creating a New Prenatal Record



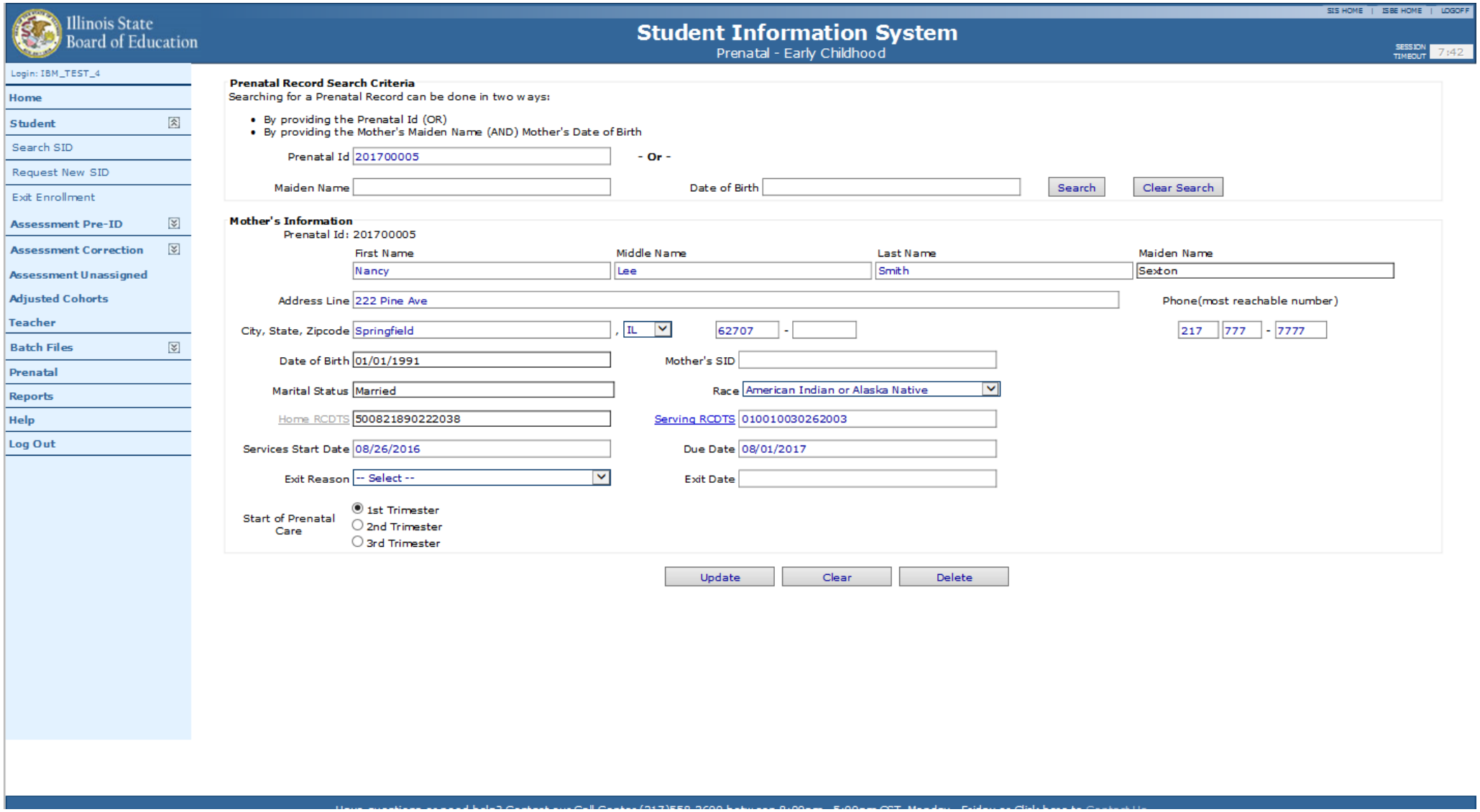
# Searching for a existing Prenatal Record



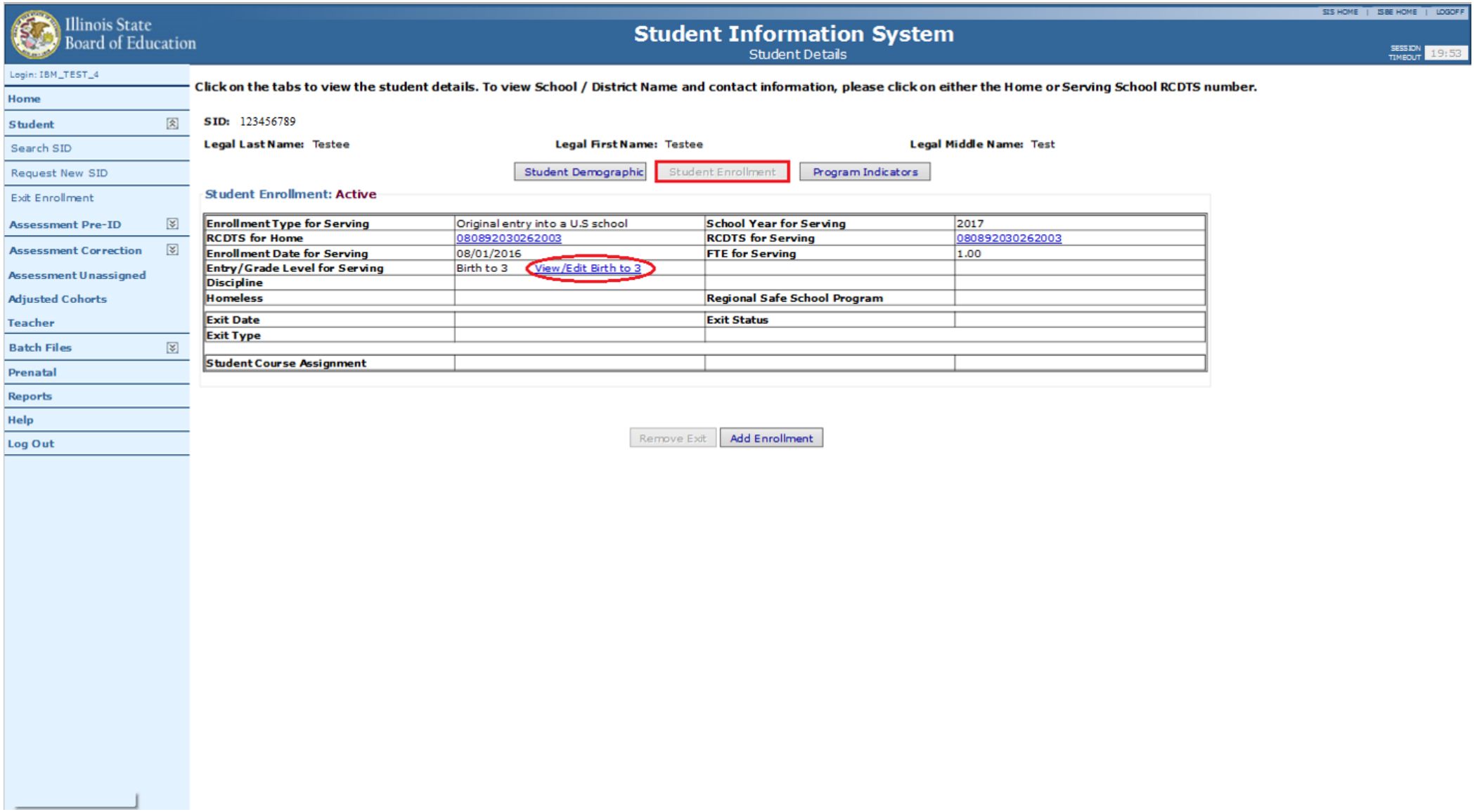
# Searching for a existing Prenatal Record



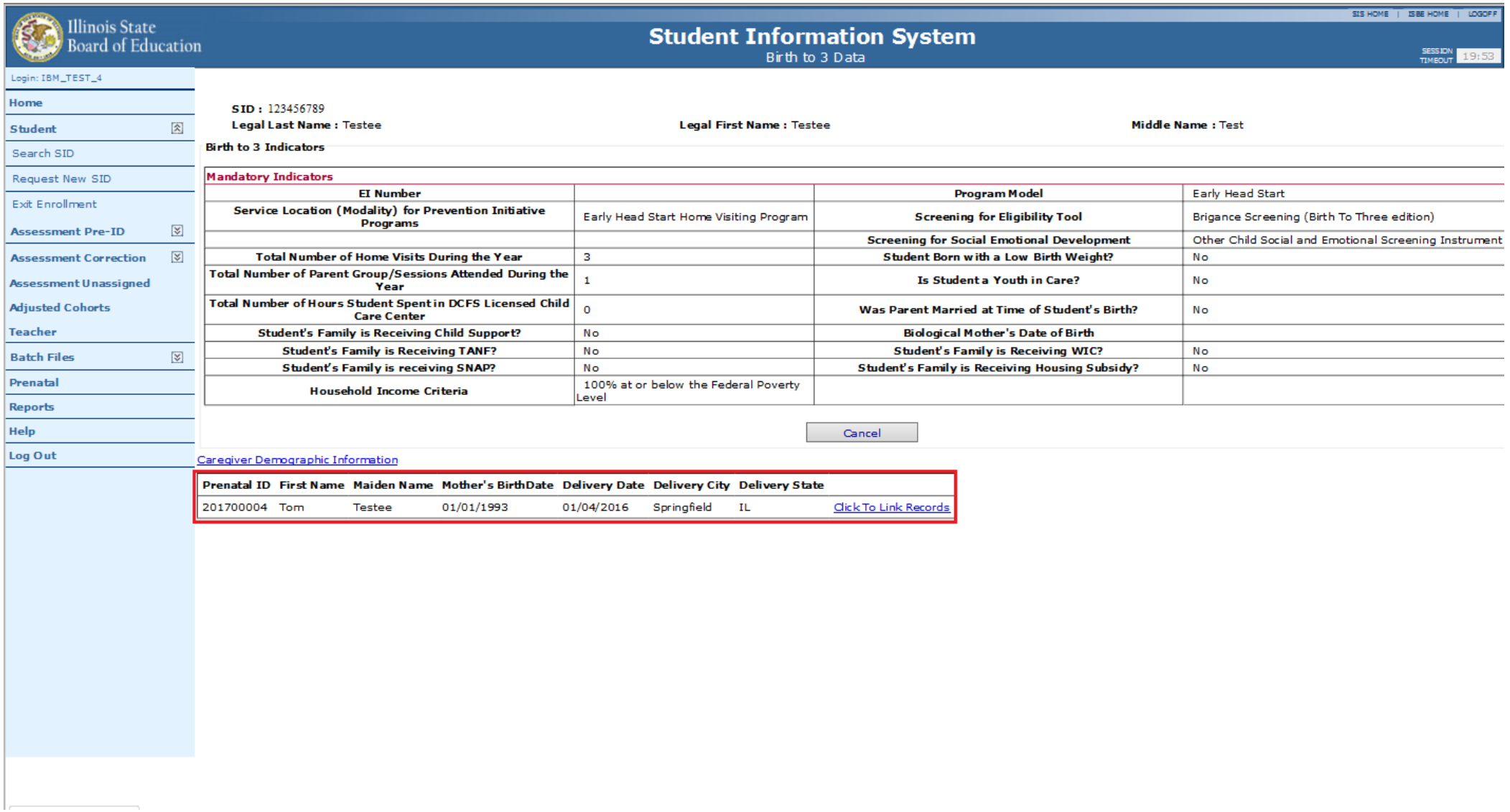
# Searching for a existing Prenatal Record



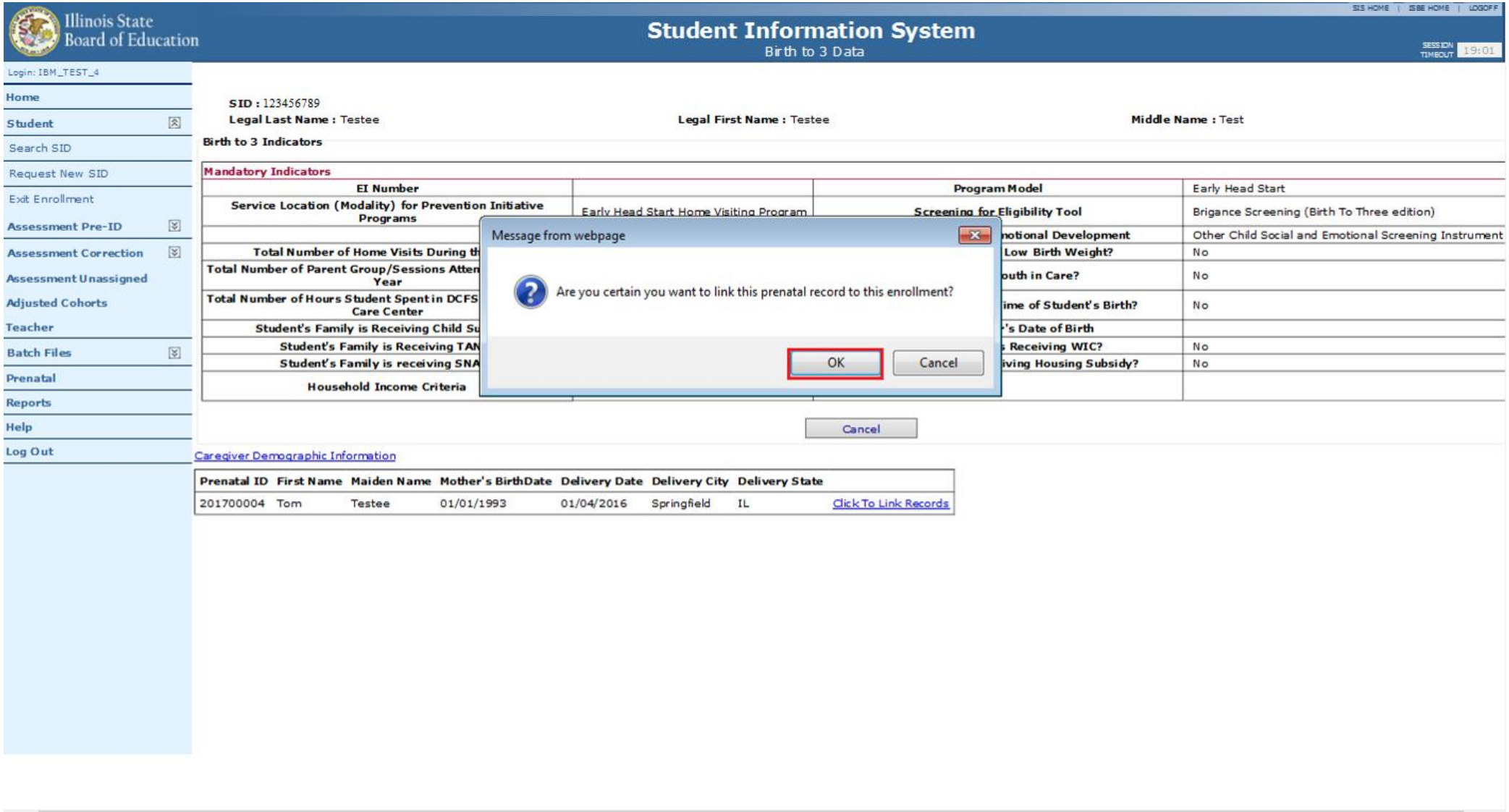
# Link a Birth to 3 Student to a Prenatal Record



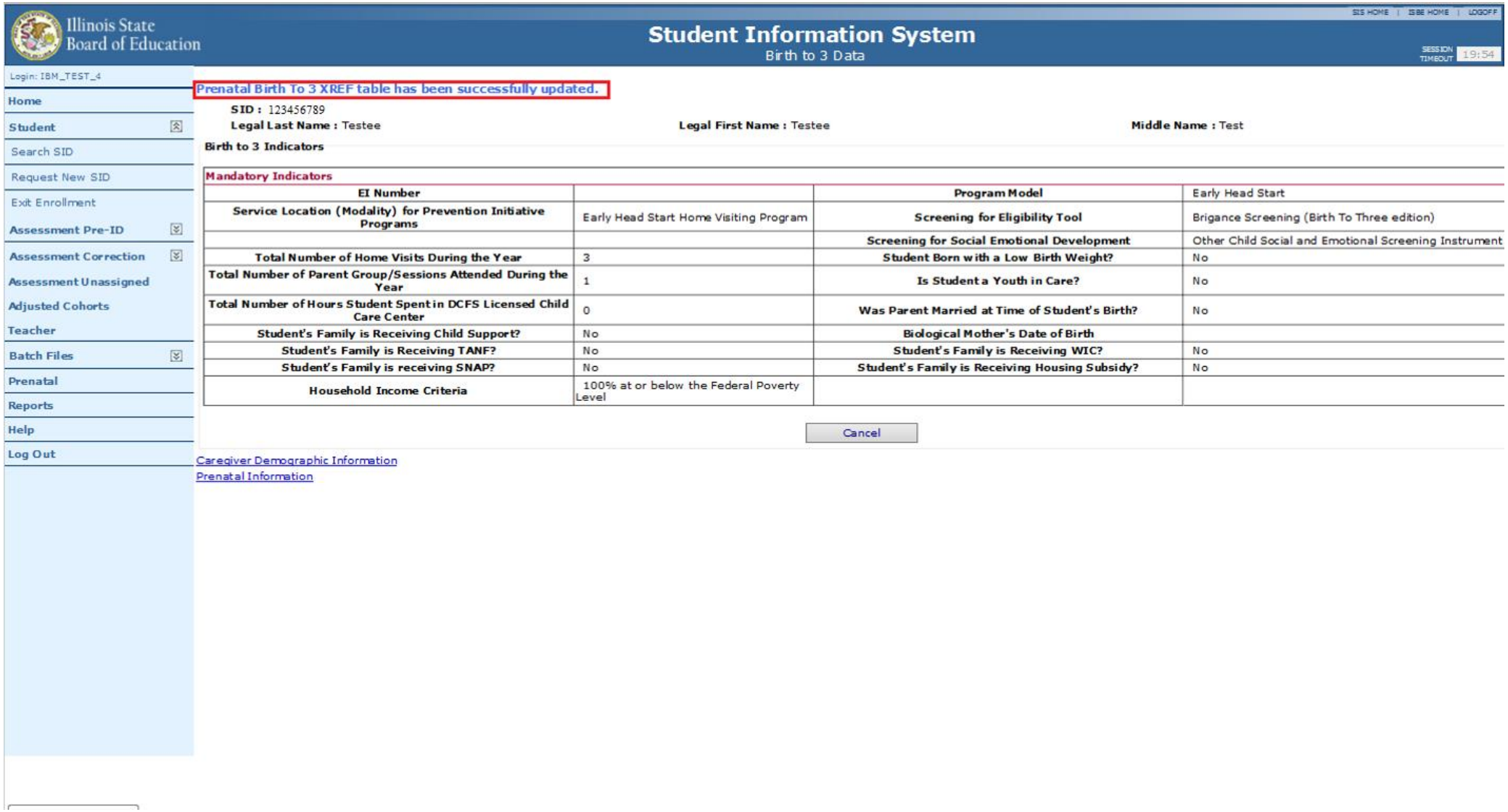
# Link a Birth to 3 Student to a Prenatal Record



# Link a Birth to 3 Student to a Prenatal Record



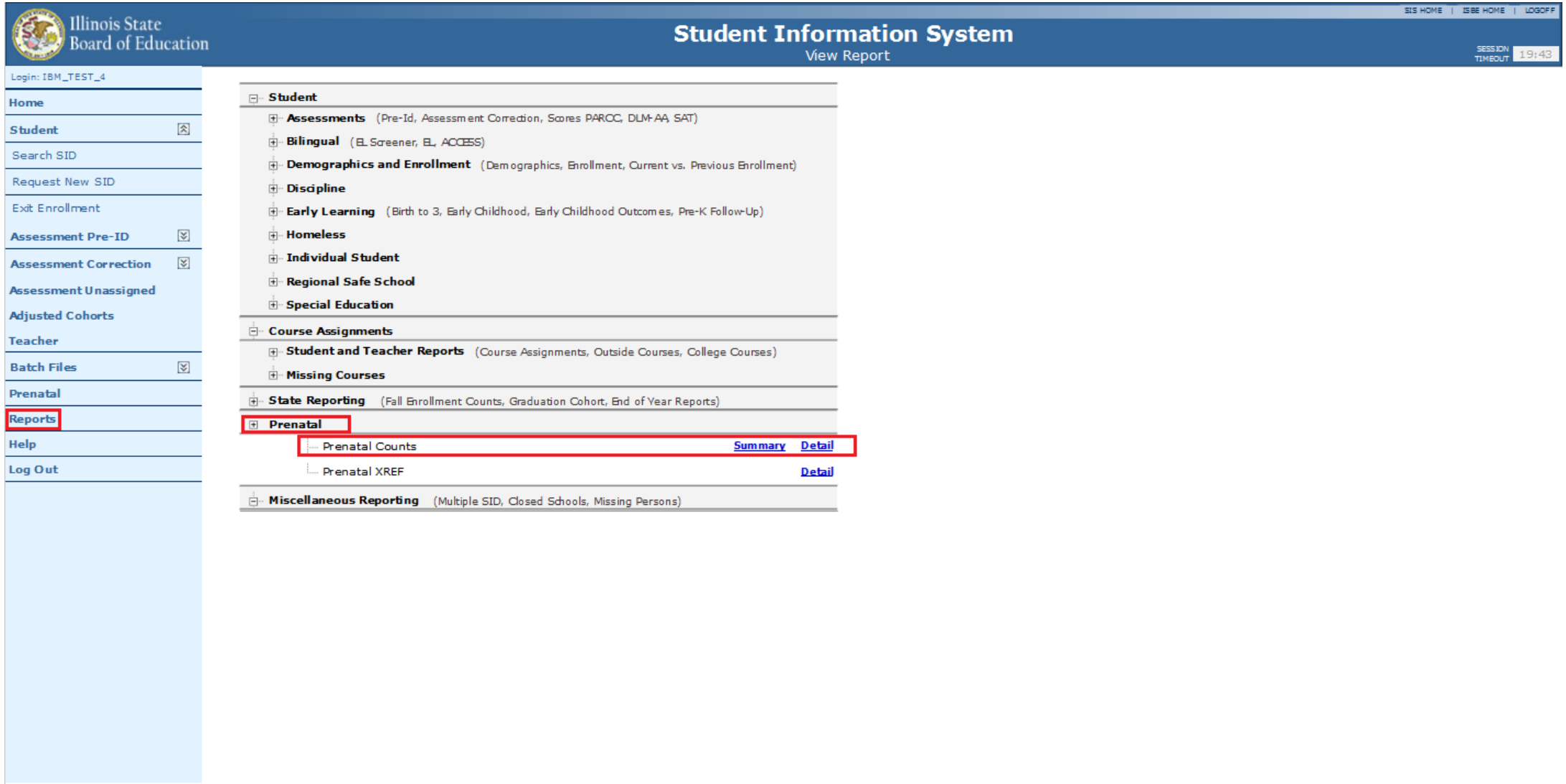
# Link a Birth to 3 Student to a Prenatal Record



# Prenatal



- **Prenatal Counts Report**



- **Prenatal Counts Report**

## 2017 Prenatal (Detail)

7/13/2017 12:46 pm

**RCDTS:** 012345678901233

**Columns**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| **A** | Due Date | **D** | Service Start Date | **G** | Number of Parent Sessions | **J** | Race Code |
| **B** | Delivery Date | **E** | Biological Mother's Date of Birth | **H** | Number of Home Visists | **K** | Marital Status Codes |
| **C** | Exit Date | **F** | Number of Birthed Children | **I** | Trimester Start | | |

**Race Codes:** **11** - Hispanic or Latino **12** - American Indian or Alaska Native **13** - Asian **14** -Black or African American **15** - Native Hawaiian or Pacific Islander **16** - White **17** - Two or Mo

**Marital Status Codes:** **01** - Never Married **02** - Married **03** - Widowed **04** - Divorced **03** - Separated

**Prenatal ID** 201700005 **Mother's Name** Smith ( Sexton), Nancy **Address** 222 Pine Ave Springfield IL 62707 **Phone** (217) 777-7777

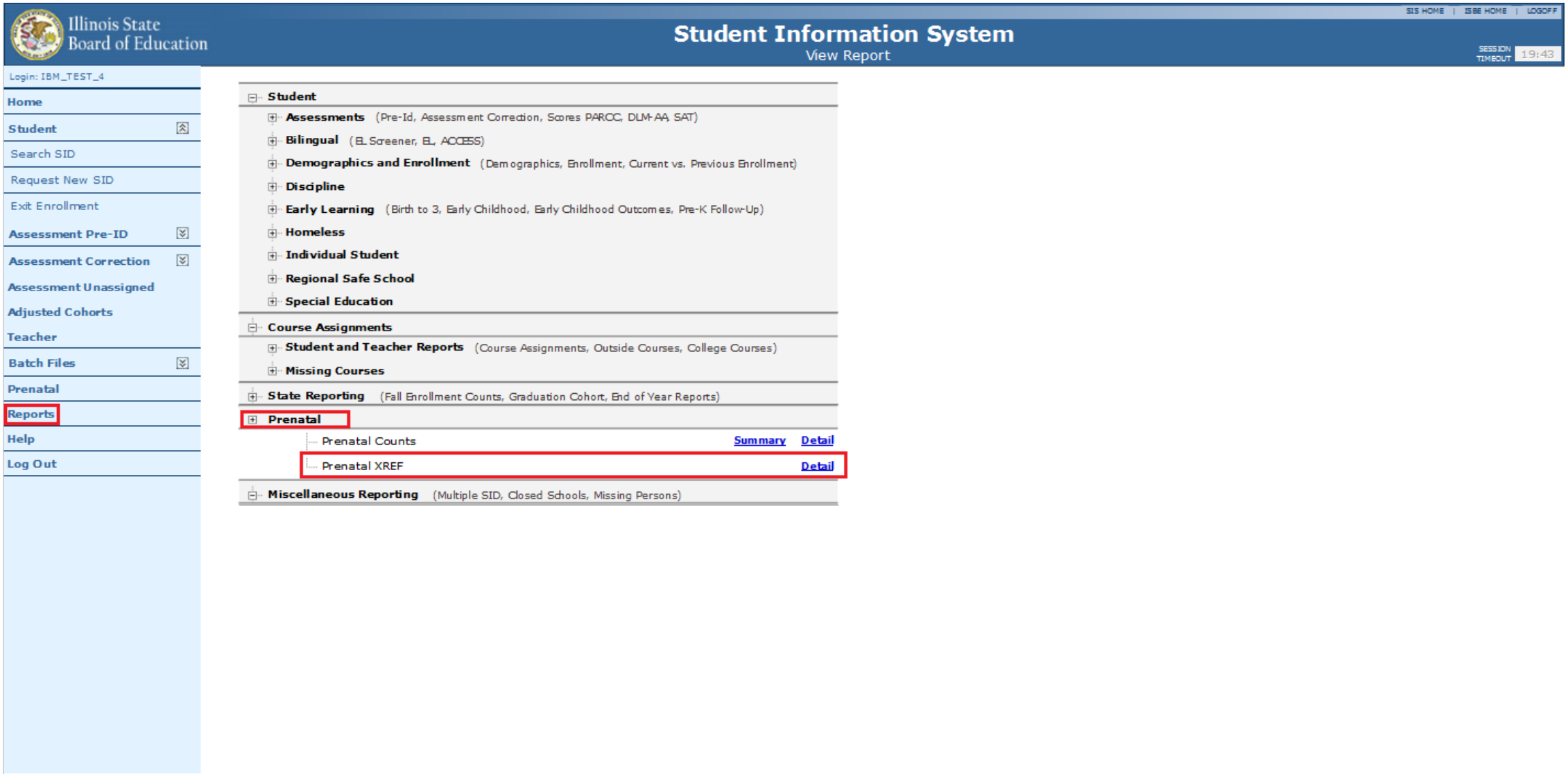
| Place of Delivery | City, State & County De | A | B | C | D | E | F | G | H | I | J | K |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | 1 | | | 01 | | |

**Total # of Records: 1**

# Prenatal



- **Prenatal XREF Report**



- **Prenatal XREF Report**

## 2017 Prenatal Xref To Student

7/13/2017 12:49 pm

**Race Codes:** **11** - Hispanic or Latino **12** - American Indian or Alaska Native **13** - Asian **14** -Black or African American **15** - Native Hawaiian or Pacific Islander **16** - White **17** - Two or Mo

**Gender Codes:** **01** - Female **02** - Male **99** - Unknown

**RCDTS:** 012345678901233

**Prenatal ID** 201700005 **Mother's Name** Smith ( Sexton), Nancy **Address** 222 Pine Ave Springfield IL 62707 **Phone** (217) 777-7777

| Student ID | Student Name | Birth Date | Gender | Race | Mothers Maiden Name | Mothers SID |
|---|---|---|---|---|---|---|
| 123456789 | Smith, John Michael | 01/01/2017 | 02 | 16 | Sexton | |

**No Prenatal XREF Records Match The Selected Criteria**

ISBE

Illinois State Board of Education

# Prenatal Questions?

ISBE

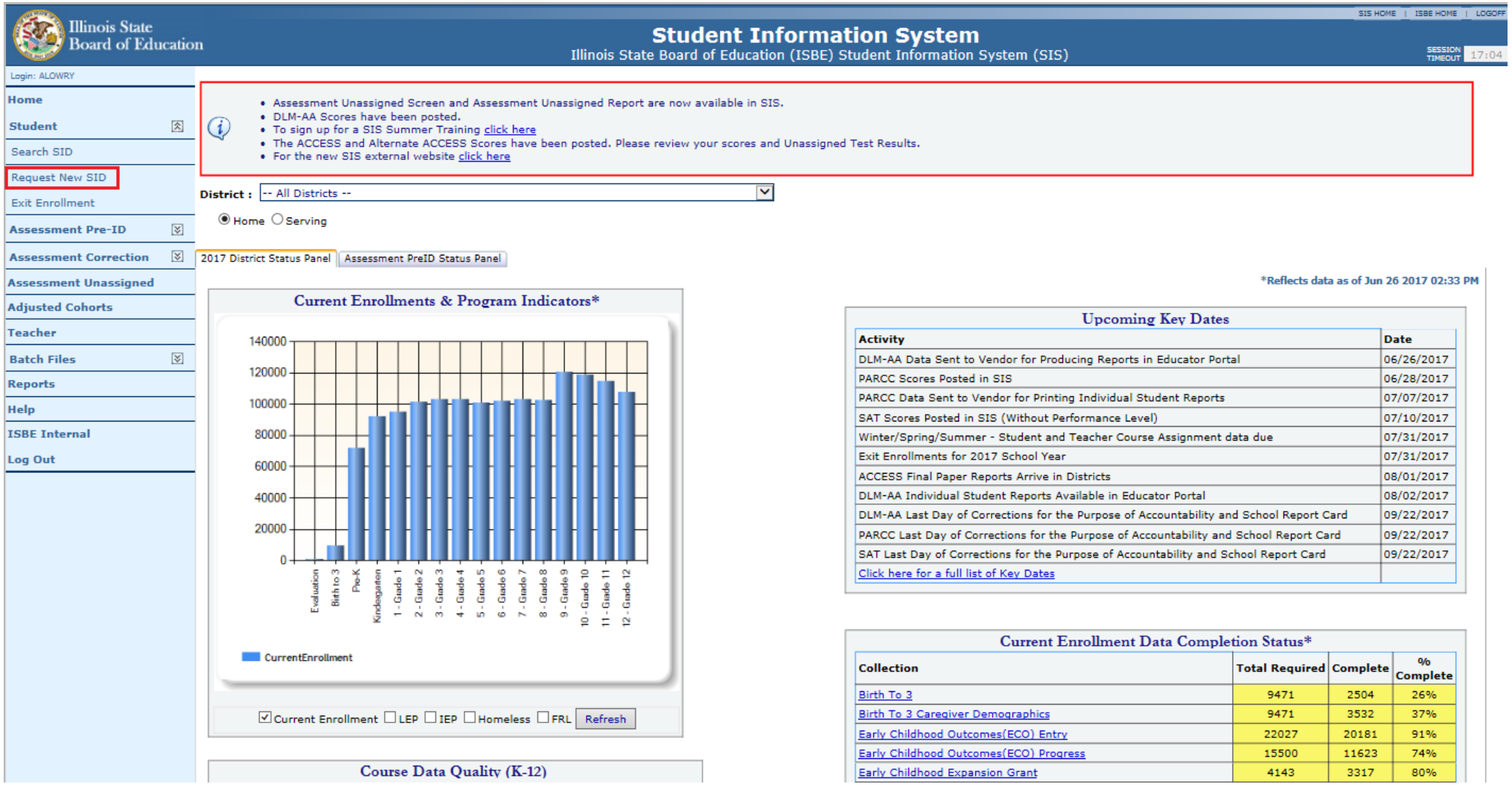
Illinois State Board of Education

# Student Demographics Enrollment – Birth to 3

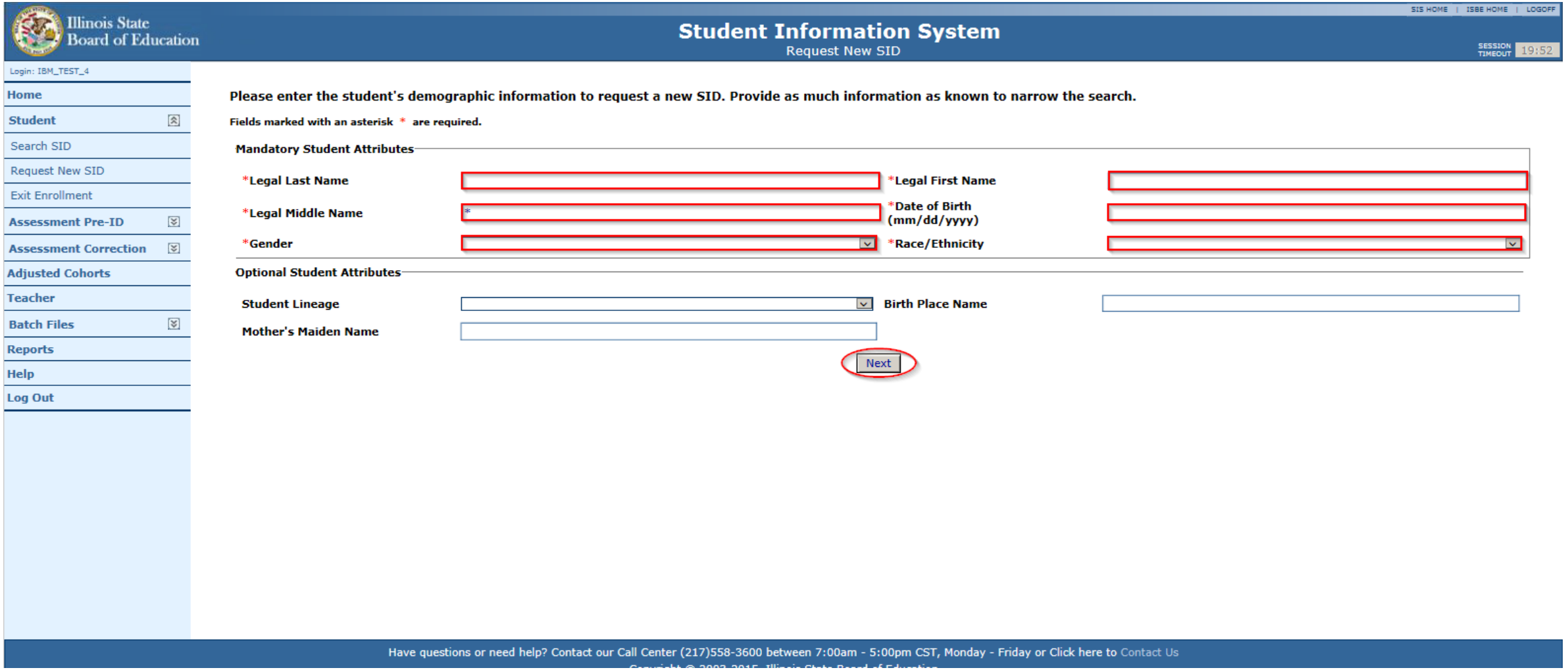
# Student Demographics Enrollment – Birth to 3



- **Request New SID**



- **Request New SID - Enter Mandatory Student Attributes**



- **Request New SID – Search Results**

Illinois State Board of Education

SIS HOME | ISBE HOME | LOGOFF

**Student Information System**
Request New SID - Potential Match Summary

SESSION TIMEOUT 19:50

Login: IBM_TEST_3

- Home
- Student
  - Search SID
  - Request New SID
  - Exit Enrollment
- Assessment Pre-ID
- Assessment Correction
- Assessment Unassigned
- Adjusted Cohorts
- Teacher
- Batch Files
- Reports
- Help
- Log Out

**Search Criteria**

| Last Name | First Name | Middle Name | DOB | Gender | Race/Ethnicity | Birth Place Name | Native Language |
|---|---|---|---|---|---|---|---|
| Smith | Adam | | 11/01/2011 | Male | Black or African American | | |

**A SID for the student potentially exists.The matches found are displayed below. Please review each individual record before requesting a new SID. If any are a match to your student information, please click the SELECT button.**

**Search Results: 1 potential student matches found.**

| Last Name | First Name | Middle Name | DOB | Gender | Race/Ethnicity | Birth Place Name | Native Language |
|---|---|---|---|---|---|---|---|
| SMITH | ADAM | | 11/01/2011 | Male | Black or African American | st louis MO | English |

**SID : 123456789**

| | | | | | |
|---|---|---|---|---|---|
| **Last Name** | SMITH | **First Name** | ADAM | **Middle Name** | |
| **Birth Date** | 11/01/2011 | **Gender** | Male | **Race** | Black or African American |
| **Birth Place** | st louis MO | **Native Language** | English | **Mothers' Maiden Name** | |
| **RCDTS for Home** | 500821890223006 | **RCDTS for Serving** | 500821890223006 | | |
| **Enrollment Date** | 08/22/2016 | **Grade** | Pre-K | | |
| **Percent of Day Attended (PDA)** | 1.00 | | | | |
| **Exit Date** | | **Exit Status** | | **Exit Type** | |

Select | Request New SID

Have questions or need help? Contact our Call Center (217)558-3600 between 7:00am - 5:00pm CST, Monday - Friday or Click here to Contact Us

Copyright © 2003-2017, Illinois State Board of Education

# Student Demographics Enrollment – Birth to 3



## Demographic Validations

- **Date of Birth**
  - Birth to 3 students must be born on or before the Enrollment date and less than 3 years of age
- **Name Fields**
  - Use only alpha characters and spaces, or one hyphen
  - Periods, commas, and apostrophes are not accepted
    - Middle Name Exception: Asterisk is accepted for “no legal middle name”
    - Space or apostrophe in names such as O’Brien should be removed and submitted as OBrien
    - If appropriate (such as for Hispanic children), use mother’s maiden name followed by a hyphen (-) and then the father’s last name (no spaces)

# Student Demographics Enrollment – Birth to 3



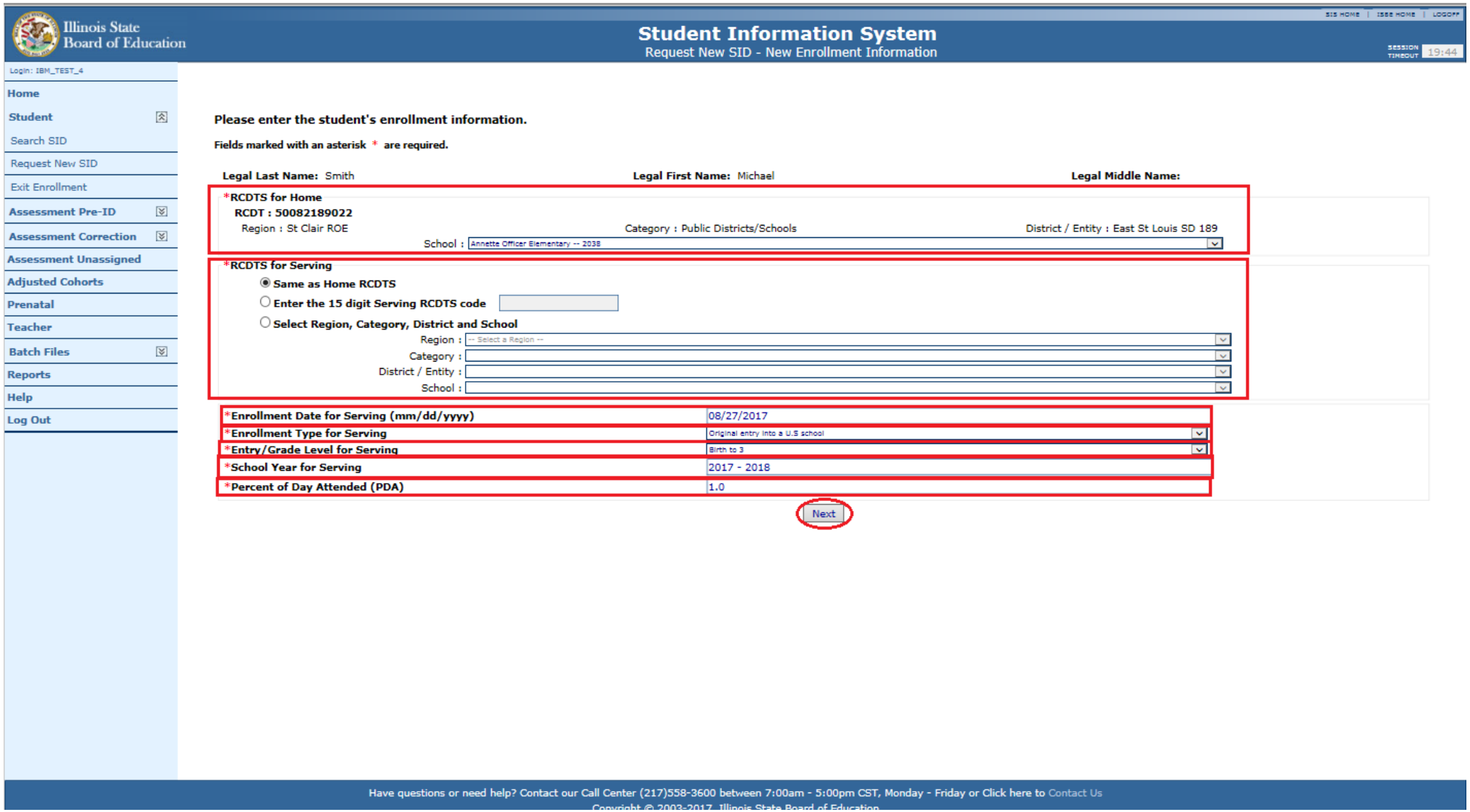
- **Student Demographics Enrollment File Format**
  - Student ID
  - SAP ID
  - Legal Last Name
  - Legal First Name
  - Legal Middle Name
  - Lineage Code
  - Mother's Maiden Name
  - Race Code
  - Gender Code
  - Birth Date
  - Birth Place Name
  - Reading 1st Indicator
  - Reading Improvement Block Grant Indicator
  - Title 1 Indicator
  - Eligible for Immigrant Education Program
  - Home Language
  - Native Language
  - Homeless Indicator
  - Migrant Indicator
  - Private School Student
  - Military Connected Student Indicator
  - SES Indicator
  - LEP Indicator
  - IDEA Services
  - Place Holder
  - Place Holder
  - FRL/Low Income Indicator
  - 21st Century Indicator
  - Enrollment Type
  - Enrollment Date
  - RCDTS for Home School
  - RCDTS for Serving School
  - Entry/Grade Level
  - School Year
  - Percent of Day Attended (PDA)

# Student Demographics Enrollment – Birth to 3



- **Enrollment Validations**
  - PDA must be 1.0
  - A student can be actively enrolled in only one Home School
  - School Year must be the current school year (2018)
  - Enrollment Date cannot be a future date
  - Enrollment date must be in mm/dd/yyyy format and within the date range of July 1 to July 31 for the current School Year (i.e. 07/01/2017, through 07/31/2018)
  - The “Enrollment Date” must be greater than the student’s previous “Exit Date”, unless the previous enrollment record was identified as “Erroneous”.
    - The Enrollment Date is the first day of full attendance and the Exit Date is the last full day of enrollment the student completed.
  - Student should only be entered as “Original entry to US schools” one time
  - Home School, Serving School, and Grade Level cannot be updated in an existing record. If they are incorrect, the student enrollment must be “exited” and a new, accurate enrollment record must be created instead.

- **Request New SID – Search Results**



- **Military-Connected Student (ESSA Requirement)**
  - Indicator Options - Yes/No
  - Mandatory - Yes
  - Indicator Definition - A student who's Legal Guardian is a member of the Armed Forces or Full-time National Guard on active duty. The terms "Armed Forces," "active duty," and "fulltime National Guard duty" have the same meanings as defined in 10 U.S.C. 101(a)(4), 101(d)(1), and 101(d)(5).
    - "Armed Forces" means the Army, Navy, Air Force, Marine Corps, and Coast Guard.
    - "Active duty" means full-time duty in the active military service of the United States, including full-time training duty, annual training duty, and attendance, while in the active military service, at a school designated as a service school by law or by the Secretary of the military department concerned. Such term does not include full-time National Guard duty.
    - "Full-time National Guard duty" means training or other duty, other than inactive duty, performed by a member of the Army National Guard of the United States or the Air National Guard of the United States in the member's status as a member of the National Guard of a State or territory, the Commonwealth of Puerto Rico, or the District of Columbia under section 316, 502, 503, 504, or 505 of title 32 for which the member is entitled to pay from the United States or for which the member has waived pay from the United States.
- **Rules**
  - Must be the same for dual enrolled students
  - If in the middle of an enrollment the legal guardians are no longer members of the armed forces, maintain Yes until the next enrollment
    - If unknown set to "no"
    - https://www.isbe.net/Pages/Children-of-Military-Families.aspx

# Student Demographics Enrollment – Birth to 3



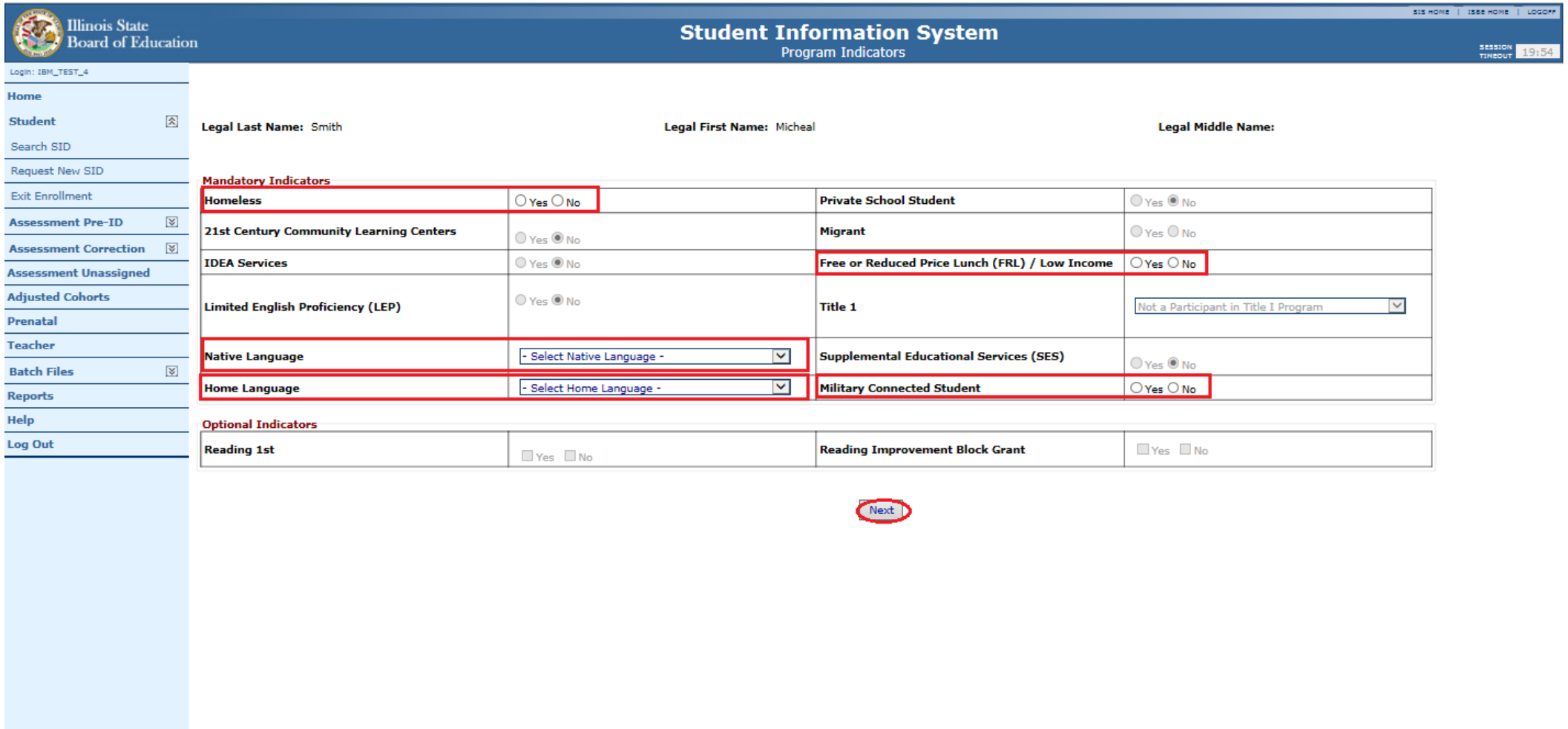
- **Homeless Students**
  - ISBE collects data for LEAs- and ISBE-funded birth to 3 and preschool programs (e.g., Prevention Initiative, Preschool for All, Preschool Expansion Grant, and other district-funded programs) through the Student Information System (SIS). Data collected through SIS for kindergarten through grade 12 is significantly higher than birth to age 5 data. Based on research, there are more children between birth and age 5 that are in a homeless situation than any other age group. A focus will be placed on training all LEA- and ISBE-funded Early Childhood programs personnel to collect and enter data on homeless children that they serve as they identify, enroll, and provide services for the children."

- Indicator Definition -
  - Identifies a student who, at any time during the current school year, lacks a fixed, regular, and adequate nighttime residence. This includes:
  - 1) Children and youths who are sharing the housing of other persons (doubling up) due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement; the term 'unaccompanied youth' includes a youth not in the physical custody of a parent or guardian. Unaccompanied youth have the same rights as other students experiencing homelessness to enroll in, attend, and succeed in public school.
  - 2) Children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;
  - 3) Children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
  - 4) Migratory children (as described for Migrant Indicator) who qualify as homeless because the children are living in circumstances described in 1 through 3 above.

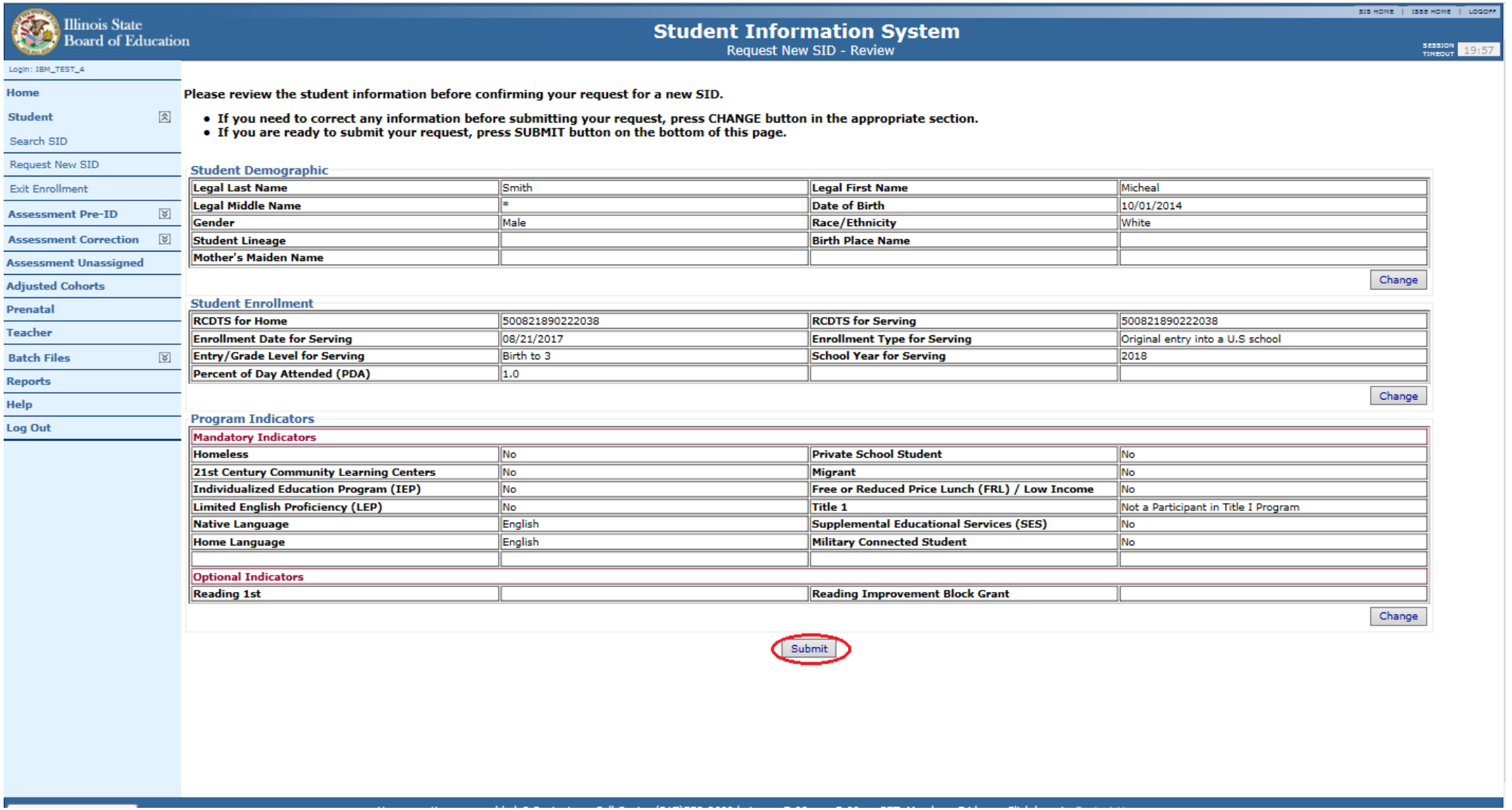
# Student Demographics Enrollment – Birth to 3



- **Request New SID - Program Indicators Screen**



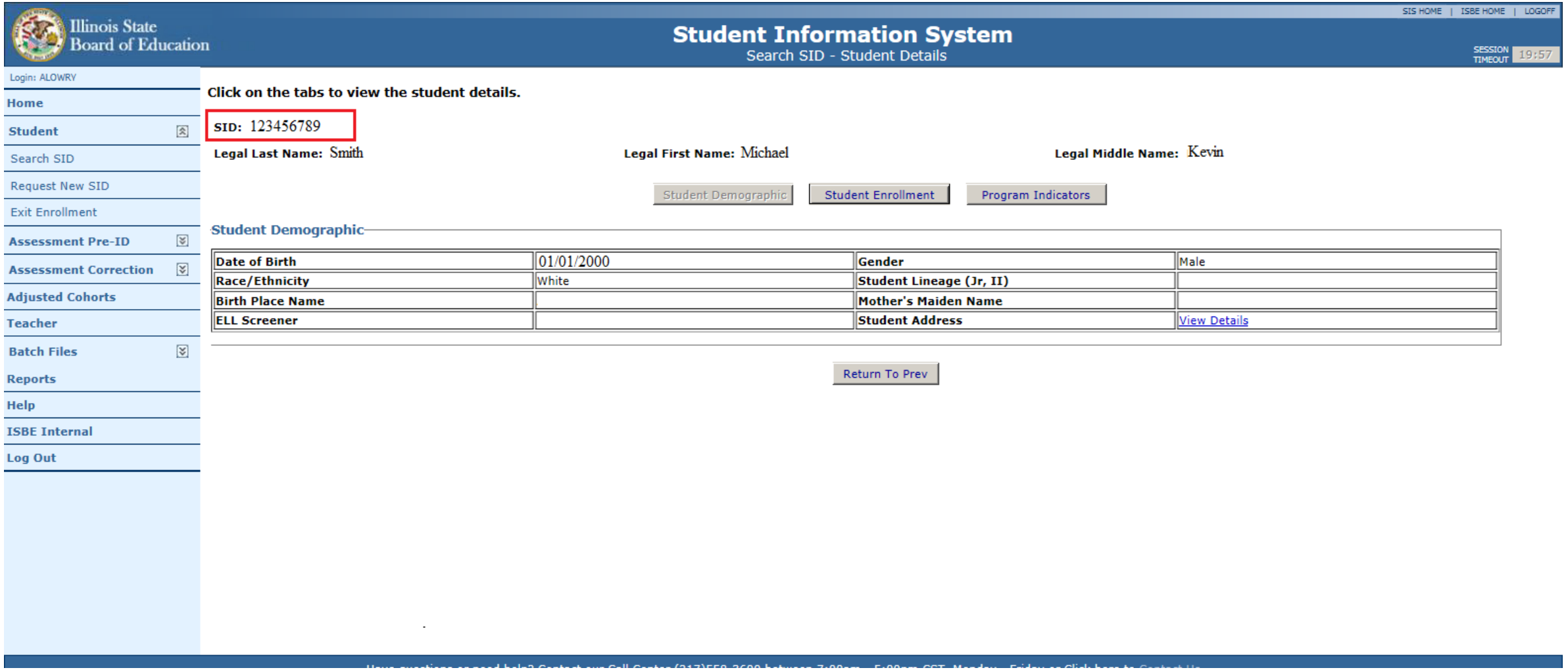
- **Request New SID - Review**



# Student Demographics Enrollment – Birth to 3



- **New SID Assigned!**



# Search SID – Birth to 3

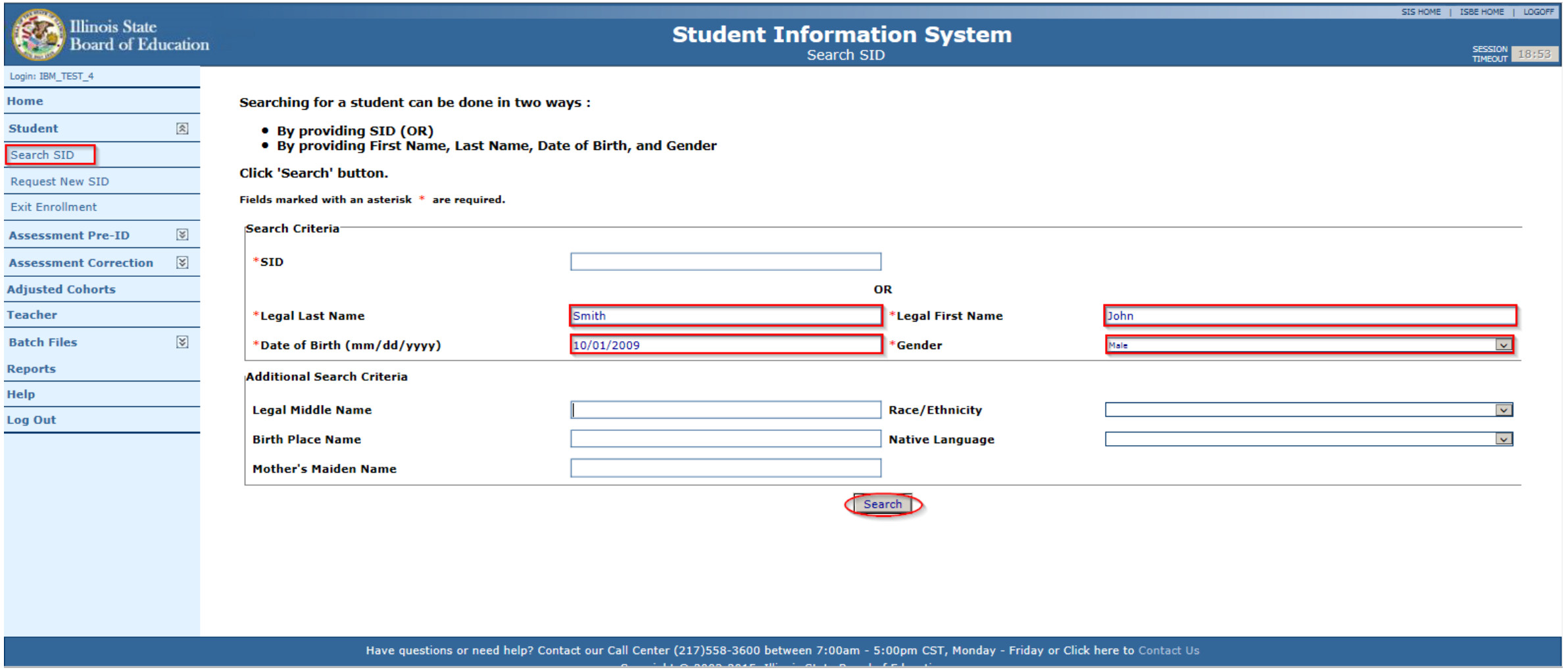
**Use Search SID to update Birth to 3 student data or to Add an Enrollment**

- View Student Demographics  (Demographic Tab)
- Add an Enrollment
- Update Program Indicators (Program Indicators Tab)

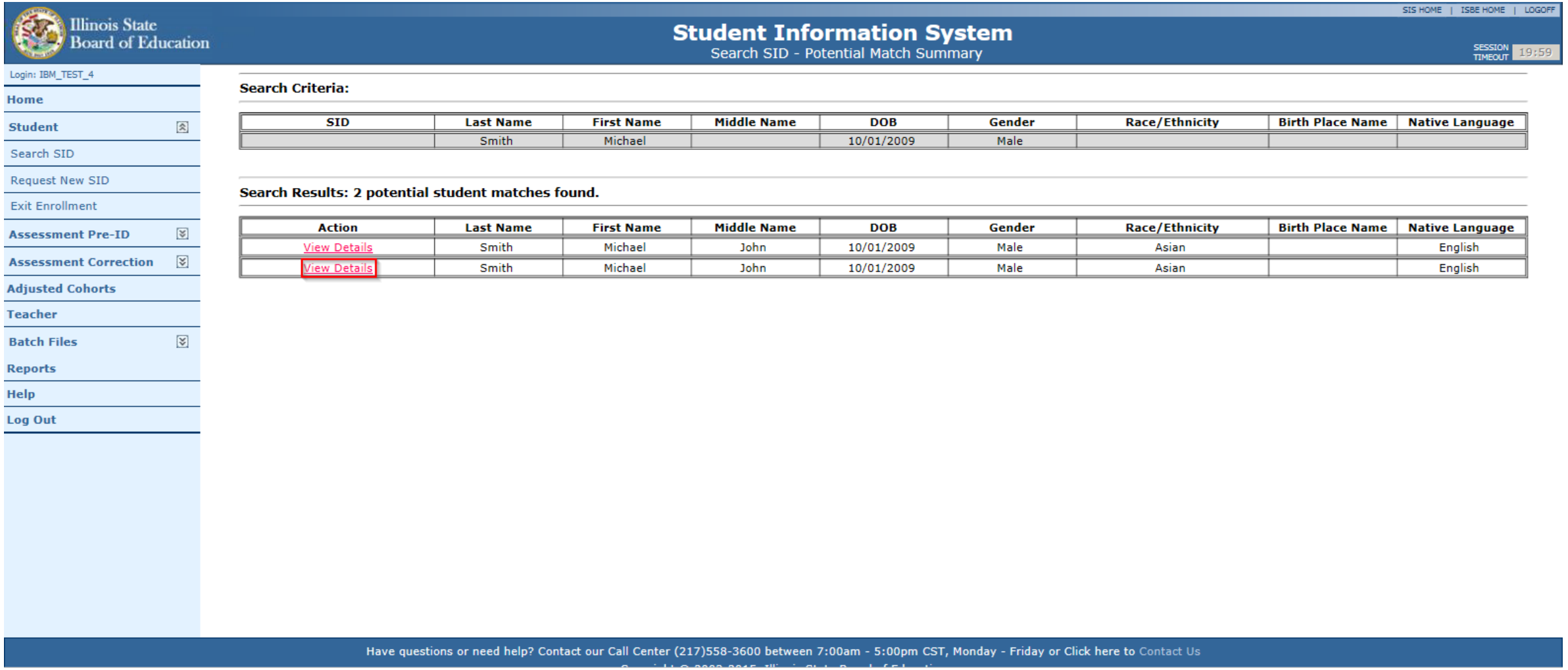
# Search SID – Birth to 3



- **Search SID**



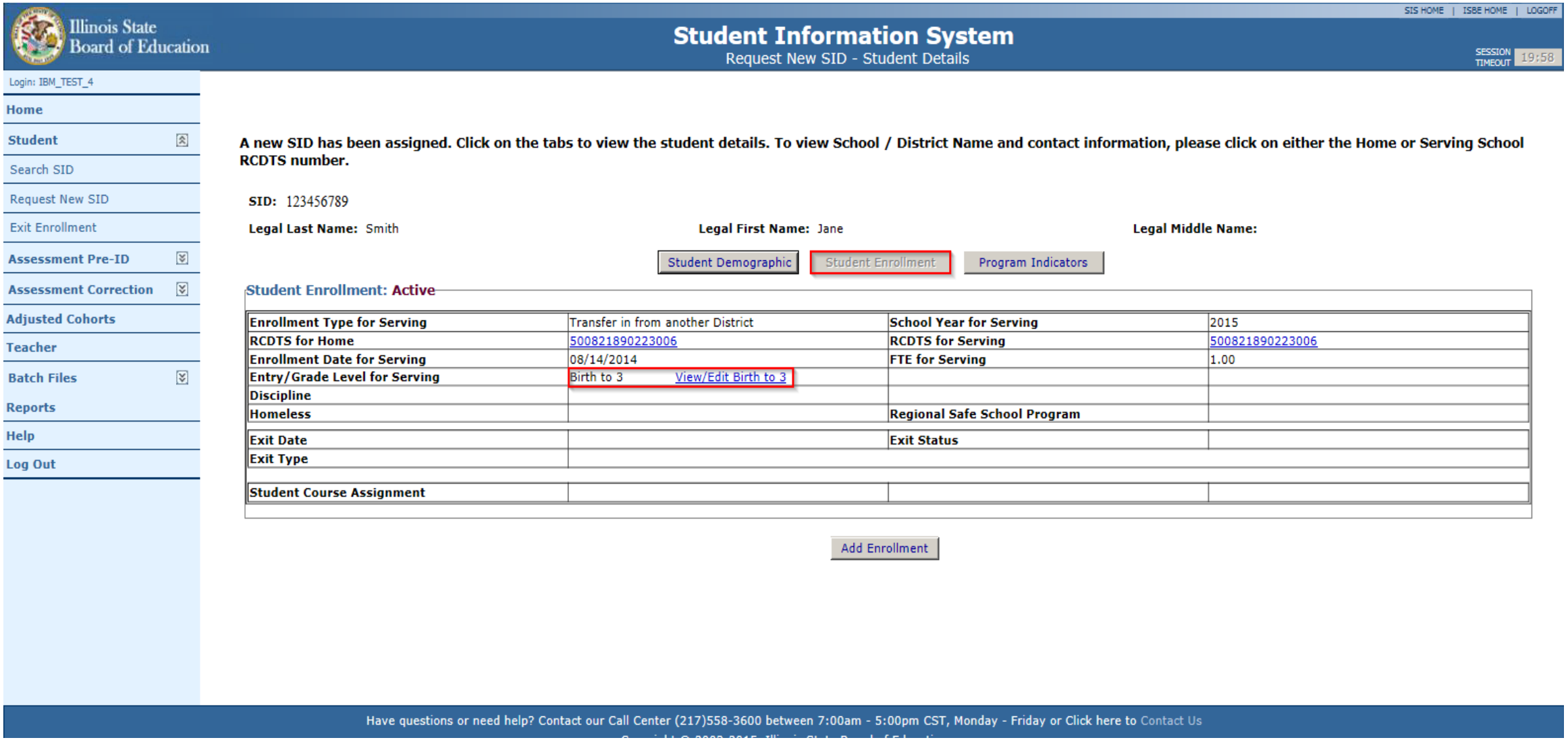
- **Search SID – Search Results**



# Search SID – Birth to 3



- **Student Enrollment – Birth to 3 Link**



ISBE

Illinois State Board of Education

# Birth to 3

# Birth to 3

- **Birth to 3 Enrollment Validations – Deadline July 31 or before the Student exits the program.**
  - All Mandatory Birth to 3 Information must be included before the student is exited
  - The Home RCDTS of the student's active enrollment must match the user's IWAS RCDTS

## Birth to 3 Collection for School Year 2018

- EI Number
- Evidence Based Program Model for Families
- Service Location (Modality) for Prevention Initiative Programs
- Child Developmental Screening for Eligibility and Developmental Monitoring Tool
- Total Number of Home Visits During the Year
- Total Number of Parent Groups/Sessions Attended During the Year
- Total Number of Hours Student Spent in DCFS Licensed Child Care Center
- Student Born with a Low Birth Weight
- Is Student a Youth in Care
- Was Parent Married at Time of Student's Birth
- Biological Mother's Date of Birth
- Student's Family is Receiving Child support
- Student's Family is Receiving TANF
- Student's Family is Receiving WIC
- Student's Family is Receiving SNAP
- Student's Family is Receiving Housing Subsidy
- Household Income Criteria

## Birth to 3 Collection for School Year 2018

- EI Number
  - Early Intervention Identification Number (DHS Number)

- Evidence Based Program Model for Families
  - 01 – Parents as Teachers
  - 02 – Baby talk
  - 04 – Healthy Families America
  - 06 – Early Head Start
  - 07 – Nurse Family Partnership
  - 05 – Other Model

- Service Location (Modality) for Prevention Initiative Programs
  - 04 – Home Visiting Program Prevention Initiative Program
  - 05 – Center Based Prevention Initiative Program
  - 06 – Family Literacy Prevention Initiative Program
  - 07 – Early Head Start Home Visiting program
  - 08 – Early Head Start Center Based Program

## New Birth to 3 Collection for School Year 2018

- Childhood Developmental Screening for Eligibility and Developmental Monitoring Tool
  - 01 – Ages and Stages Questionnaire
  - 02 – Brigance (0 to 35 Months)
  - 03 – Denver Developmental Screening
  - 05 – Other Screening instrument

- Child Developmental Screening for Social and Emotional Development
  - 01 – Ages and Stages Questionnaire: Social Emotional
  - 02 – Devereaux Early Childhood Assessment Program (DECA)
  - 03 – Other Child Social and Emotional Screening Instrument

## Birth to 3 Collection for School Year 2018

- Total Number of Home Visits During the Year
  - The number of completed home visits and in-person contacts provided to the family during the year based on program model and case management provided.

- Total Number of Parent Groups/Sessions Attended During the Year
  - The number of parent groups/sessions attended by the child's parent(s) during the year (examples include parent-child interactions, parent workshops, parent support groups).

- Total Number of Hours Student Spent in DCFS Licensed Child Care Center
  - The number of hours the child spent in DCFS Licensed Child Care Center services.

- Student Born with a Low Birth Weight
  - Defined as the weight of live born infants less than 2,500 g.

## Birth to 3 Collection for School Year 2018

- Is Student a Youth in Care (Ward of State)
  - “Youth” or “Youth in care” is a child for whom the Illinois Department of Children and Family Services is legally responsible. This means a child for whom the Department has temporary protective custody, custody or guardianship via court order, or a child whose parents have signed an adoptive surrender or voluntary placement agreement with the Department.

  - Youth in care (foster care) is full-time substitute care of children outside their own home by people other than their biological or adoptive parents or legal guardians.
    - 01- Yes
    - 02 - No

- Was Parent Married at Time of Student's Birth
  - Marriage is a legal relationship between spouses: a legally recognized relationship, established by a civil and/or religious ceremony, between two people who intended to live together as a sexual and domestic partners.
    - 01- Yes
    - 02 - No

- Biological Mother's Date of Birth
  - The birth date of a woman who has conceived and given birth.

## Birth to 3 Collection for School Year 2018

- Student's Family is Receiving Child support
  - The court-ordered payments, typically made by a noncustodial divorced parent, to support one's minor child or children.
    - 01- Yes
    - 02 - No

- Student's Family is Receiving TANF
  - The Temporary Assistance for Needy Families (TANF) program provides temporary financial assistance for pregnant women and families with one or more dependent children. TANF provides financial assistance to help pay for food, shelter, utilities, and expenses other than medical.
    - 01- Yes
    - 02 - No

- Student's Family is Receiving WIC
  - WIC provides Federal grants to States for supplemental foods, health care referrals, and nutrition education for low-income pregnant, breastfeeding, and non-breastfeeding postpartum women, and to infants and children up to age five who are found to be at nutritional risk.
    - 01- Yes
    - 02 - No

## Birth to 3 Collection for School Year 2018

- Student's Family is Receiving SNAP
  - The Supplemental Nutrition Assistance Program (SNAP) (formerly Food Stamps) helps low-income people and families buy the food they need for good health. Benefits are provided on the Illinois Link Card - an electronic card that is accepted at most grocery stores. The program is managed by the Food and Nutrition Service (FNS) of the United States Department of Agriculture. The Department of Human Services administers the program in Illinois.
    - 01- Yes
    - 02 - No

- Student's Family is Receiving Housing Subsidy
  - Subsidized housing or social housing is government supported accommodation for people with low to moderate incomes. Forms of subsidies include direct housing subsidies, non-profit housing, public housing, rent supplements and some forms of co-operative and private sector housing.
    - 01- Yes
    - 02 - No

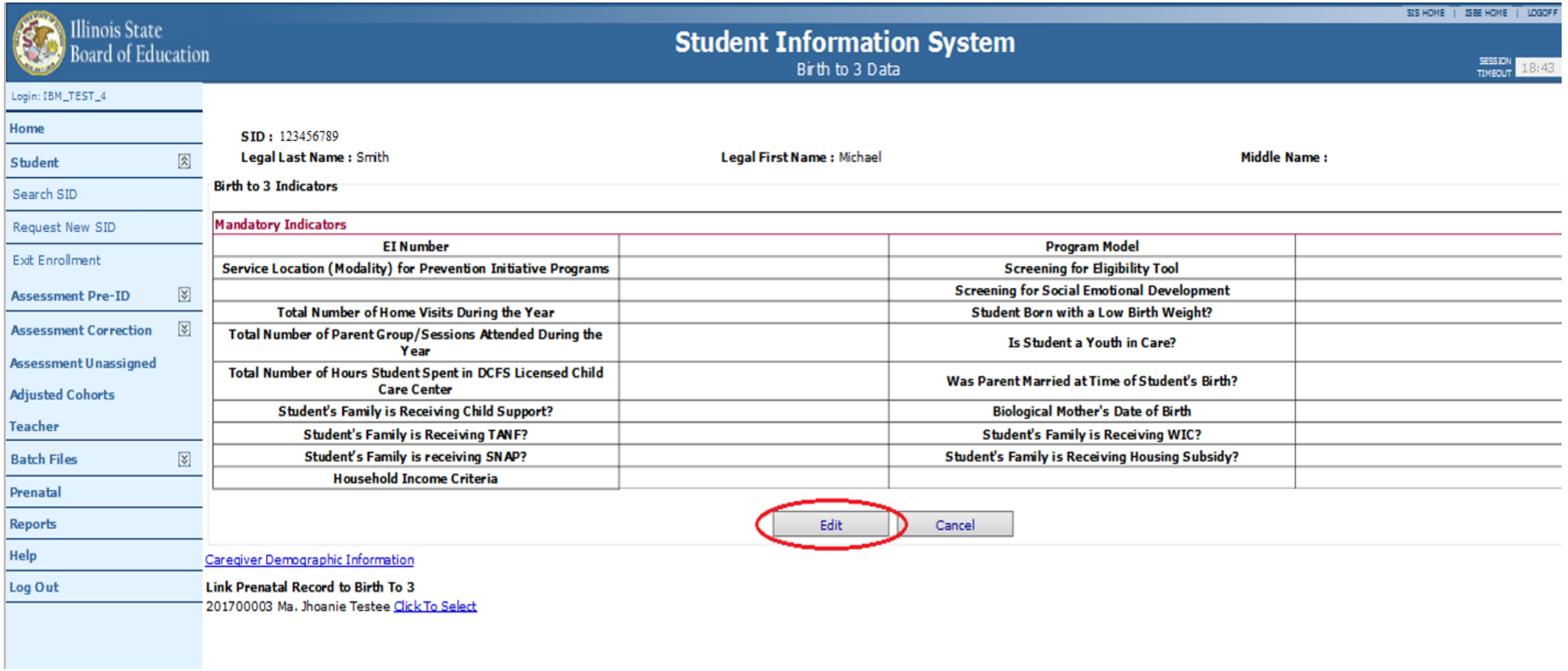
# Birth to 3

## Birth to 3 Collection for School Year 2018

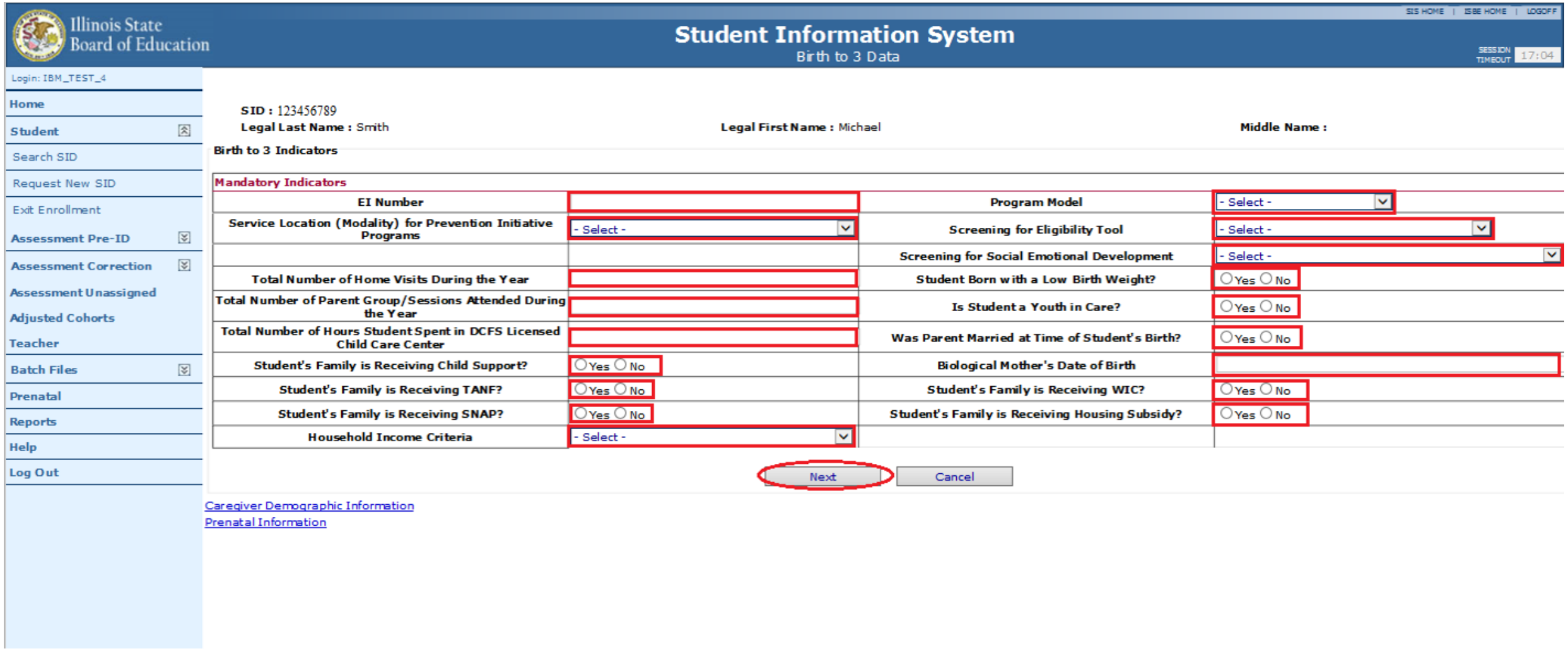
- Household Income Criteria
  - 01 – 50% at or below the Federal Poverty Level
  - 02 – 100% at or below the Federal Poverty Level
  - 03 – 200% at or below the Federal Poverty Level
  - 04 – 400% at or below the Federal Poverty Level
  - 06 – N/A for Homeless or Youth in Care

**2017 Poverty Guidelines Tool -**
https://www.isbe.net/_layouts/Download.aspx?SourceUrl=/Documents/povertytool2017.xlsx

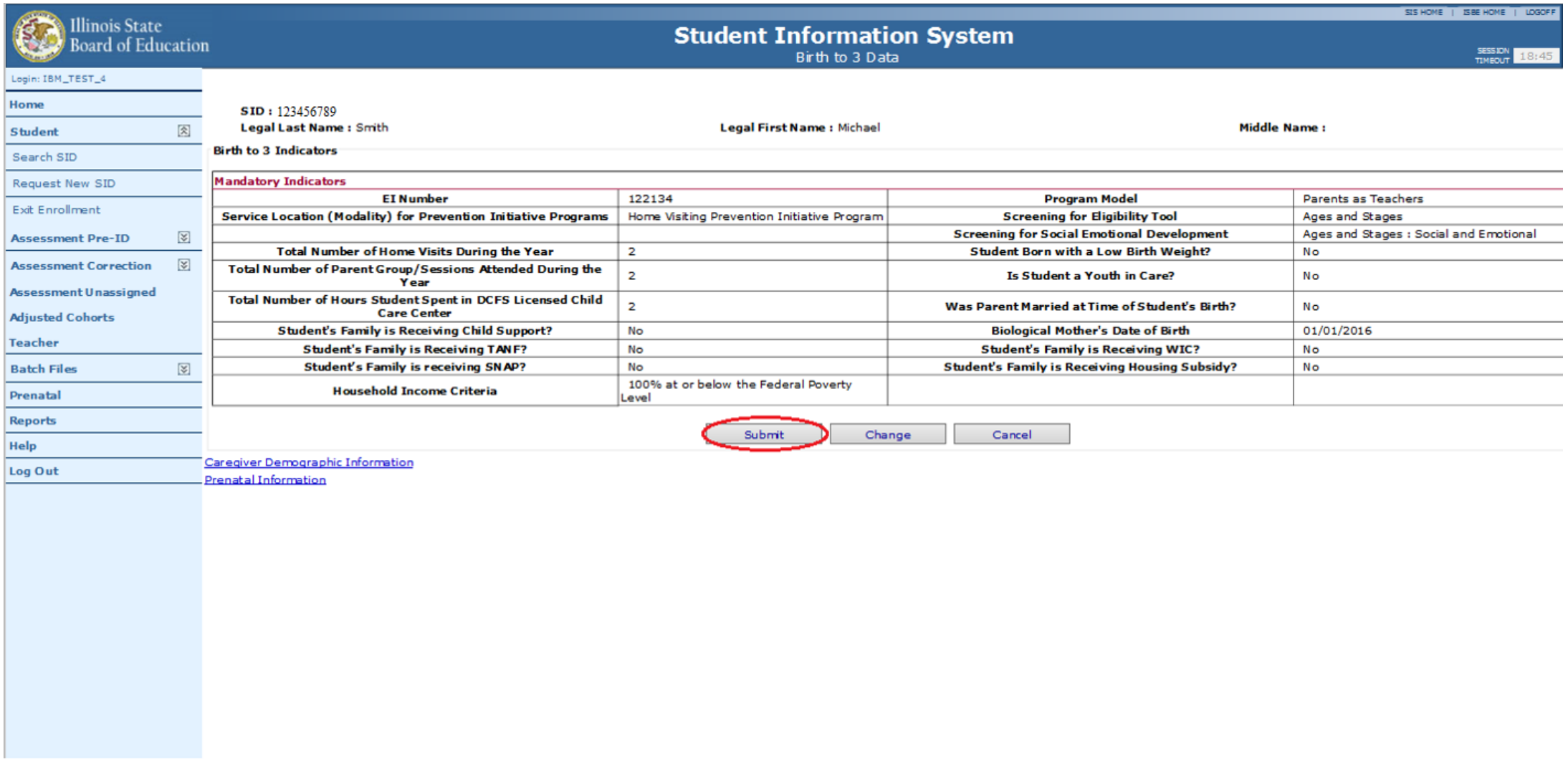
- **Birth to 3 – View**



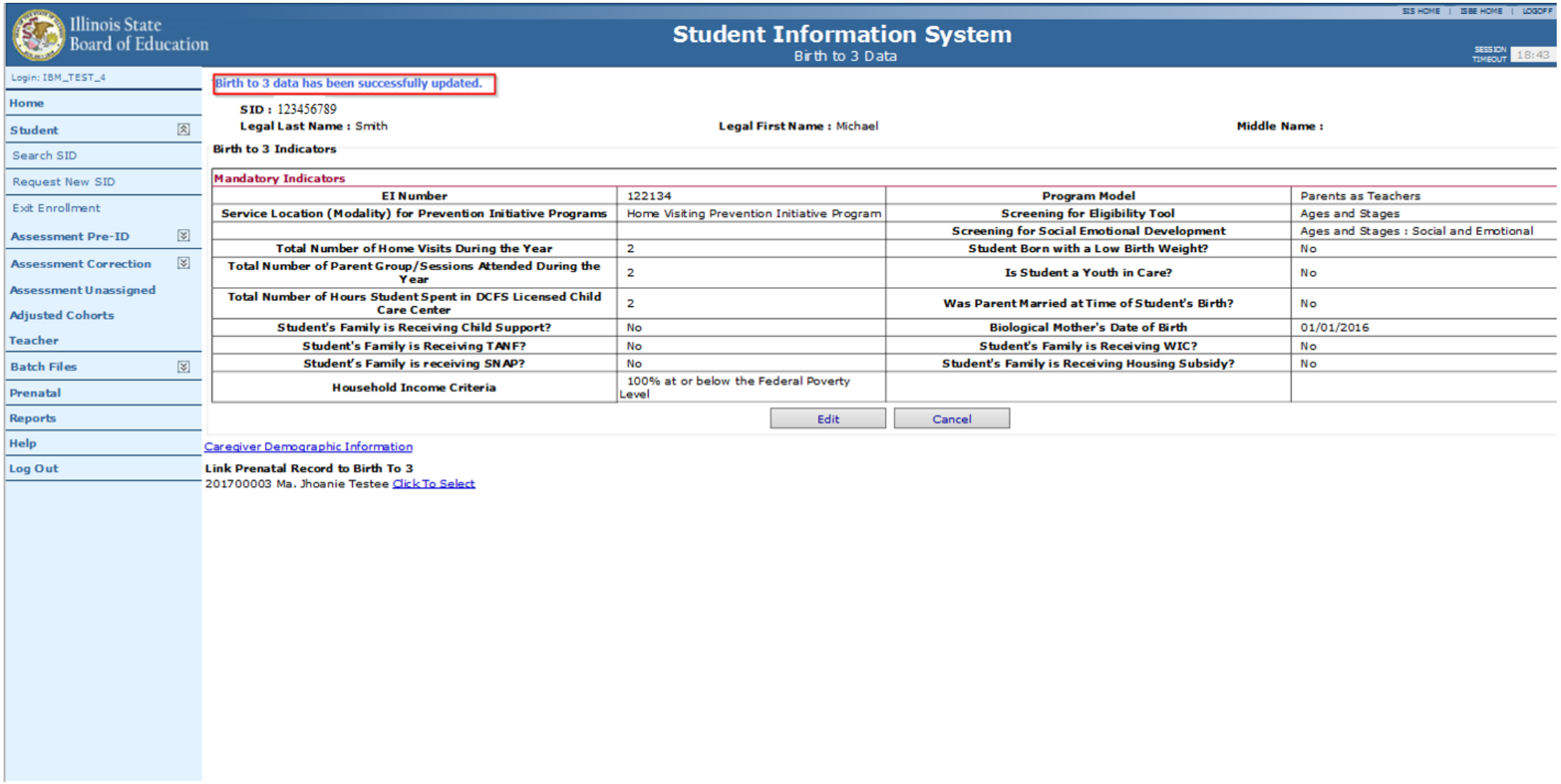
- **Birth to 3 – Edit**



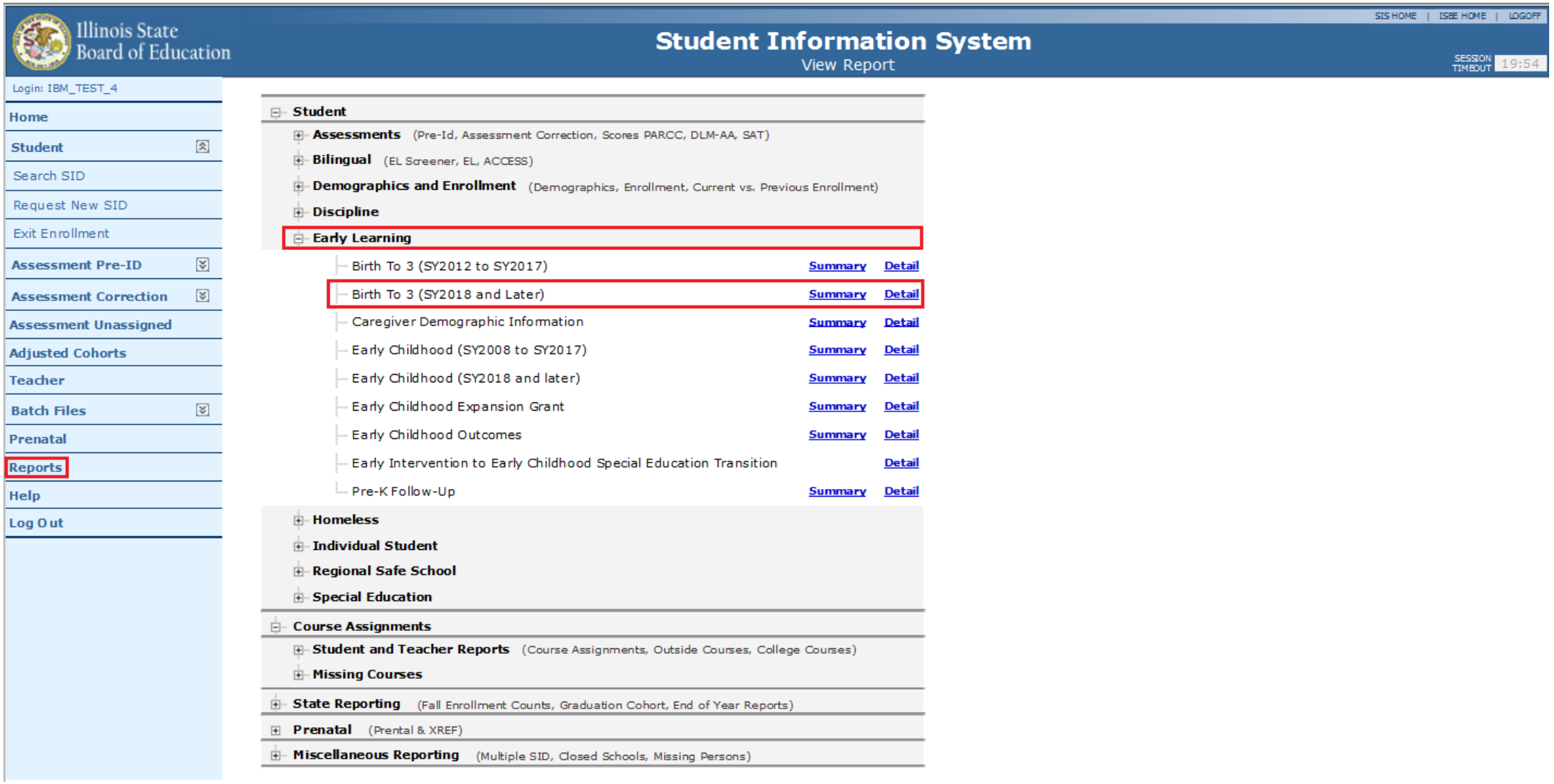
- **Birth to 3 – Review**



- **Birth to 3 – Update Successful**



- **SIS Reports – Birth to 3**



- **SIS Reports – Birth to 3**

## Birth to 3 (Detail)

7/13/2017 12:28 pm

SIS Home District: 12345678912 ISBE Test District

Selection Criteria: None Sorted By: Student Name

**Columns**

| | | | | | |
|---|---|---|---|---|---|
| A | Gender | H | Total Number of Parent Groups/Sessions Attended During the Year | O | Student's Family is Receiving TANF |
| B | Race Code | I | Total Number of Hours of Services for Student Per Week | P | Student's Family is Receiving WIC |
| C | IEP Indicator | J | Student Born with a Low Birth Weight | Q | Student's Family is Receiving Food Stamps |
| D | Program Model | K | Is Student Living in a Foster Home | R | Student's Family is Receiving Housing Subsidy |
| E | Service location | L | Was Parent Married at Time of Student's Birth | S | Household Income Criteria |
| F | Screening for Eligibility Tool | M | Biological Mother's Date of Birth | T | Social Emotional Tool |
| G | Total Number of Home Visits During the Year | N | Student's Family is Receiving Child Support | U | Completed |

**Program Model Codes:** **01** - Parents as Teachers **02** - Baby Talk **04** - Healthy Familes America **05** - Other Approved Model **06** - Early Head Start **07** - Nurse Family Partnership **99** - Erroneou

**Service Location Codes:** **04** - Home Visiting Prevention Initiative Program **05** - Center Based Prevention Initiative Program **06** - Family Literacy Prevention Initiative Program **07** - Early Head Start HomeVisiting Program **08** - Early Head Start Center Based Program

**Screening for Eligibility Tool Codes:** **01** - Ages and Stages Questionaire **02** - Brigance Screening **03** - Denver Development Screening II **05** - Other

**Household Income Criteria Codes:** **01** - 50% at or below the Federal Poverty Level **02** - 100% at or below the Federal Poverty Level **03** - 200 % at or below the Federal Poverty Level **04** - 400% at or below the Federal Poverty Level **06** - N/A For Homeless or Youth in Care

**Social Emotional Tool Codes:** **01** - Ages and Stages: Social and Emotional **02** - Deveraux Early Childhood Assessment **03** - Other Child Social and Emotional Screening Instrument

| Student ID | Student Name | Home RCDTS | Serving RCDTS | A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | P | Q | R | S | T | U |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 123456789 | Smith, Michael | 0123456789123 | 0123456789123 | F | 16 | N | | | | | | | | | | | | | | | | | | N |
| 123456789 | Smith, Michael | 0123456789123 | 0123456789123 | F | 14 | N | | | | | | | | | | | | | | | | | | N |
| 123456789 | Smith, Michael | 0123456789123 | 0123456789123 | M | 16 | N | | | | | | | | | | | | | | | | | | N |
| 123456789 | Smith, Michael | 0123456789123 | 0123456789123 | M | 16 | N | | | | | | | | | | | | | | | | | | N |

**Total Students: 4**

ISBE

Illinois State Board of Education

# Caregiver Demographic (Birth to 3)

# Caregiver Demographic (Birth to 3)

- **Caregiver Demographic Validations**
  - All Mandatory Caregiver Demographic Information must be included before the student is exited
  - The Home RCDTS of the student's active enrollment must match the user's IWAS RCDTS
  - Student must be enrolled as "00 – Birth to 3"

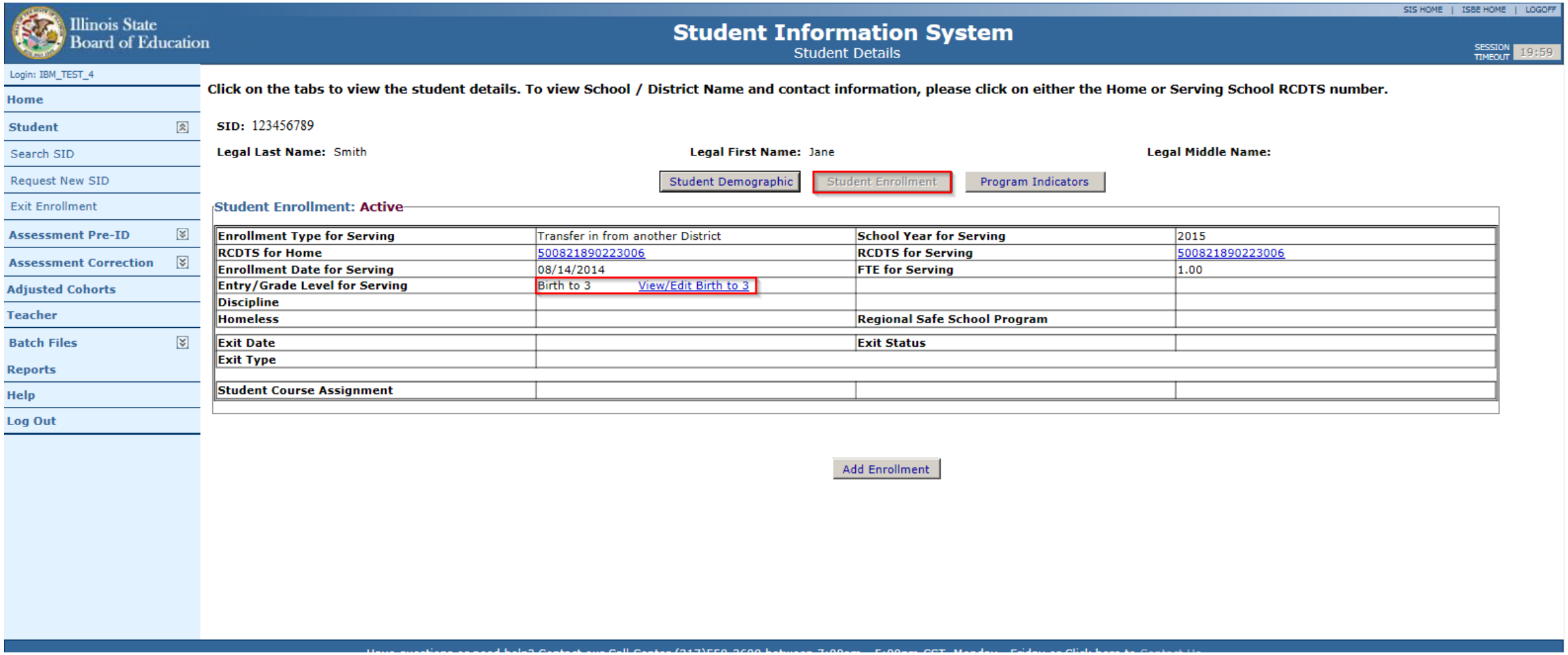
# Caregiver Demographic (Birth to 3)

- **Caregiver Demographic Validations**
  - Only one of each Caregiver record types will be accepted (Biological Mother, Biological Father, Adoptive Parent, Grandparent, Other Relative, Legal Guardian, Foster Parent, Other.) If the user sends in a record with the same Relationship Status of a record already in the database, SIS will overwrite the prior record with the new one.
  - If a user submits a file with a Caregiver SID, SIS will verify that it is a valid SID. If the SID is not valid, it will not be stored; however, the rest of the record will be processed.
  - Caregiver SID cannot match the SID of the Birth to 3 student.

# Caregiver Demographic (Birth to 3)



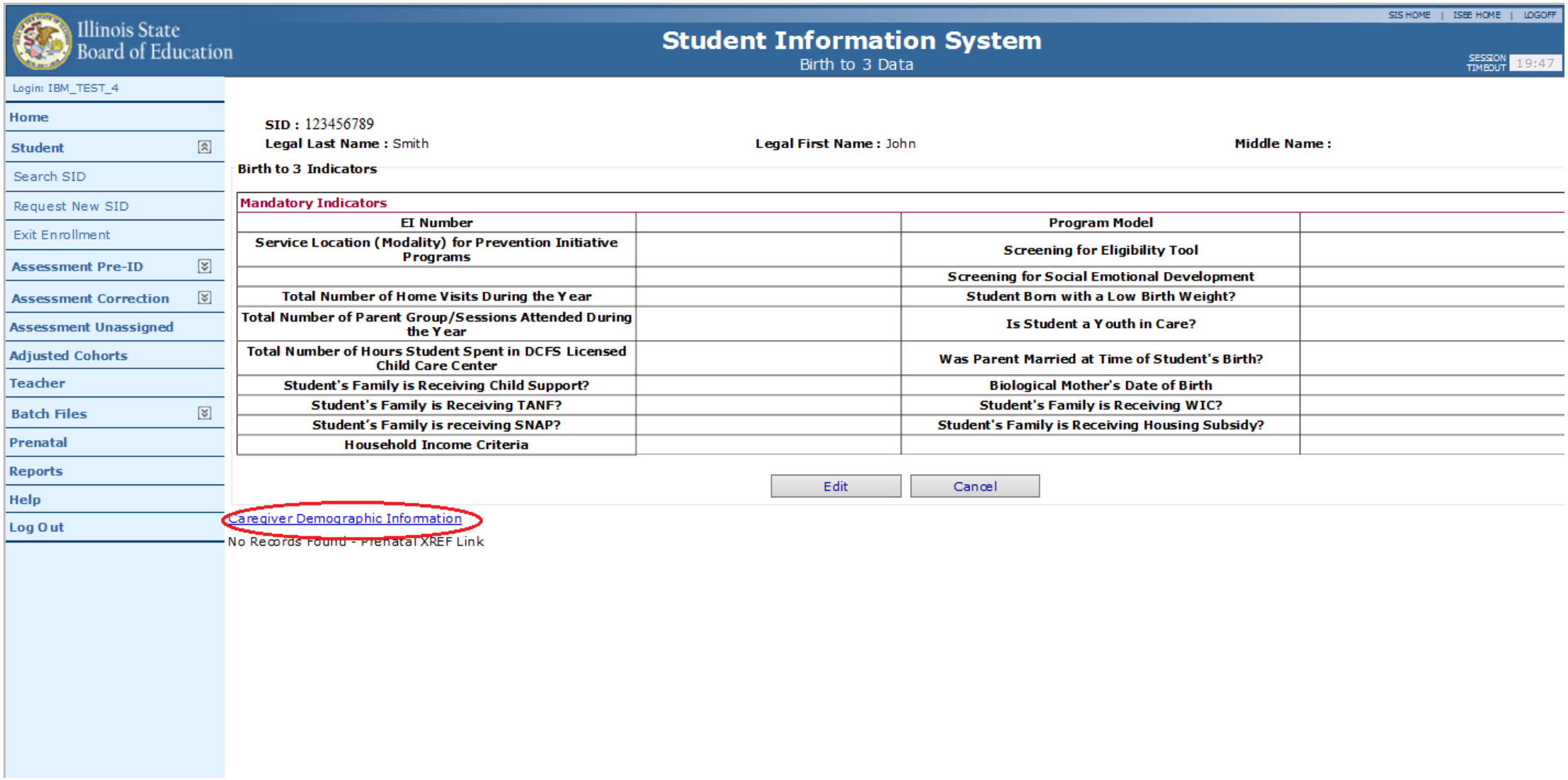
- **Student Enrollment – Birth to 3 Link**



# Caregiver Demographic (Birth to 3)



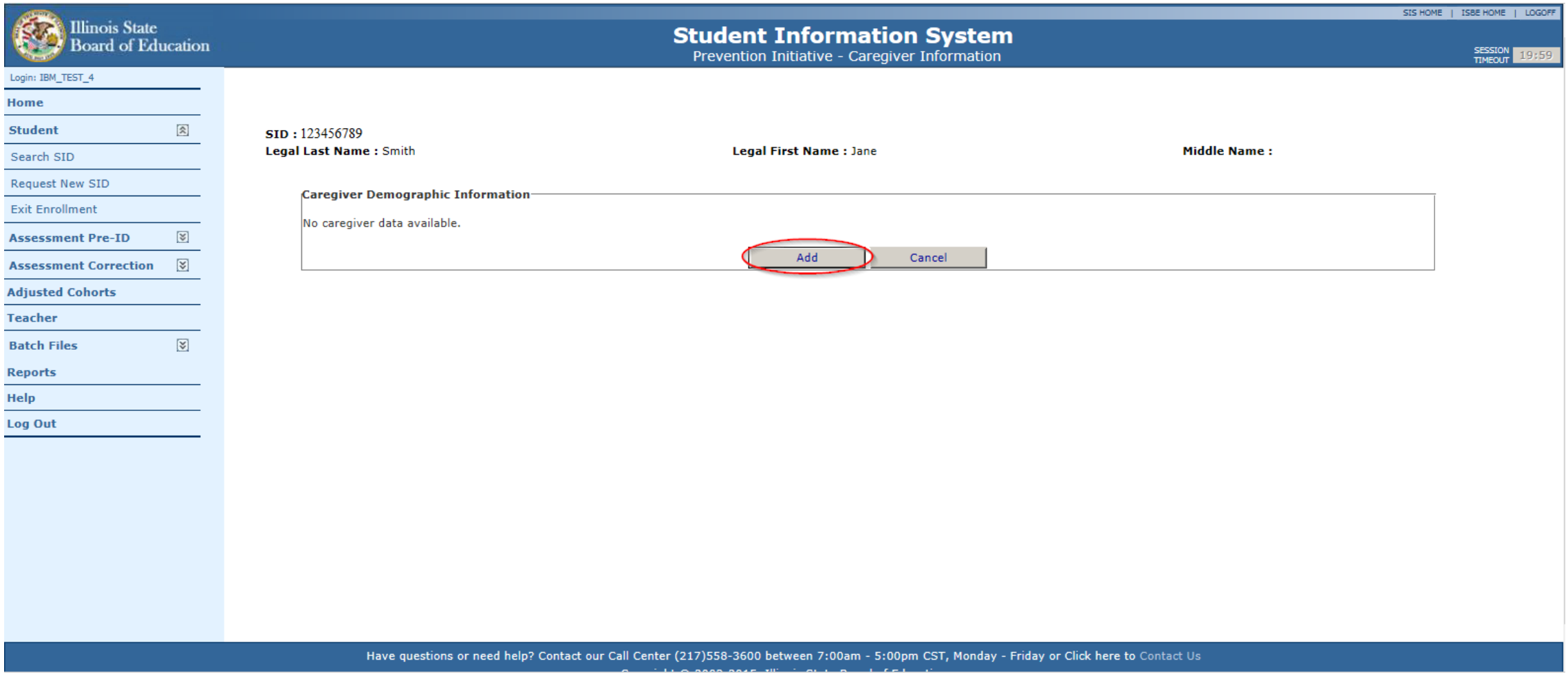
- **Birth to 3 – Caregiver Demographic Link**



# Caregiver Demographic (Birth to 3)



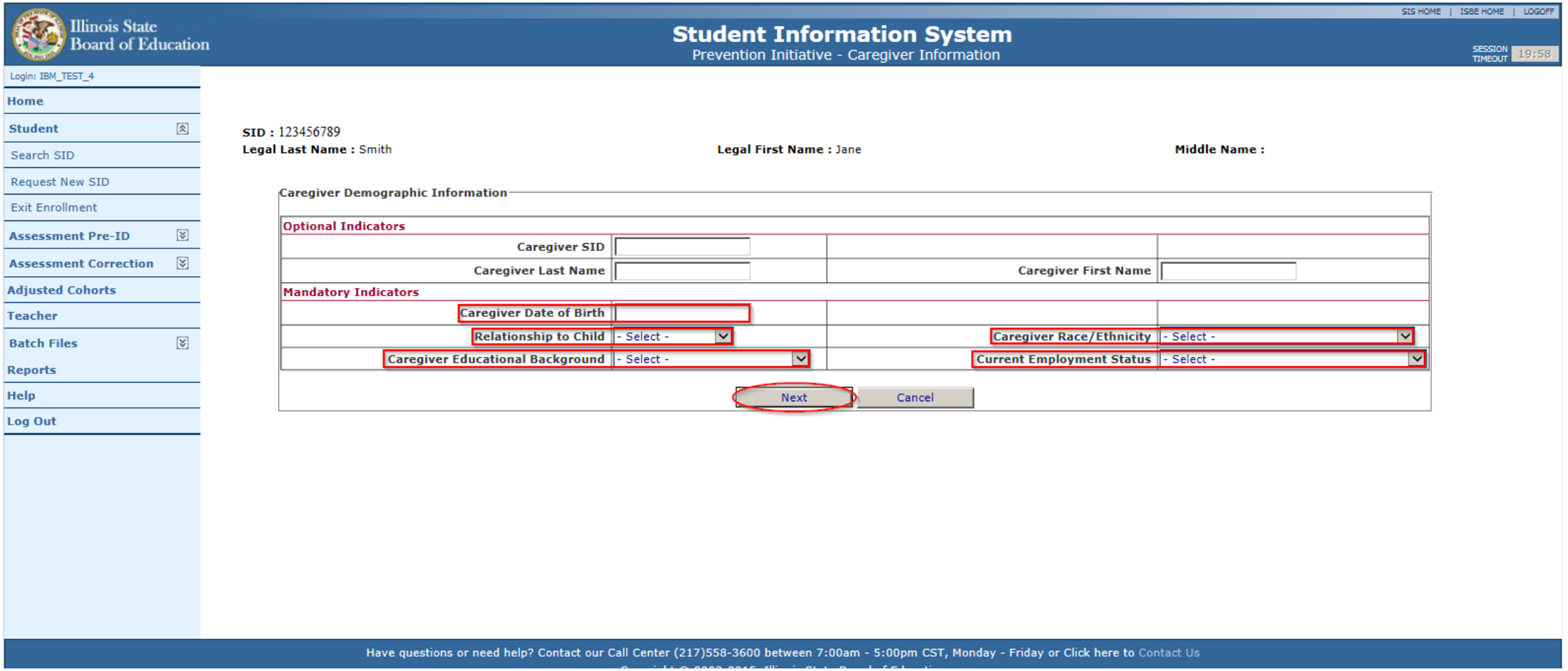
- **Caregiver Demographic – Add/Update**



# Caregiver Demographic (Birth to 3)



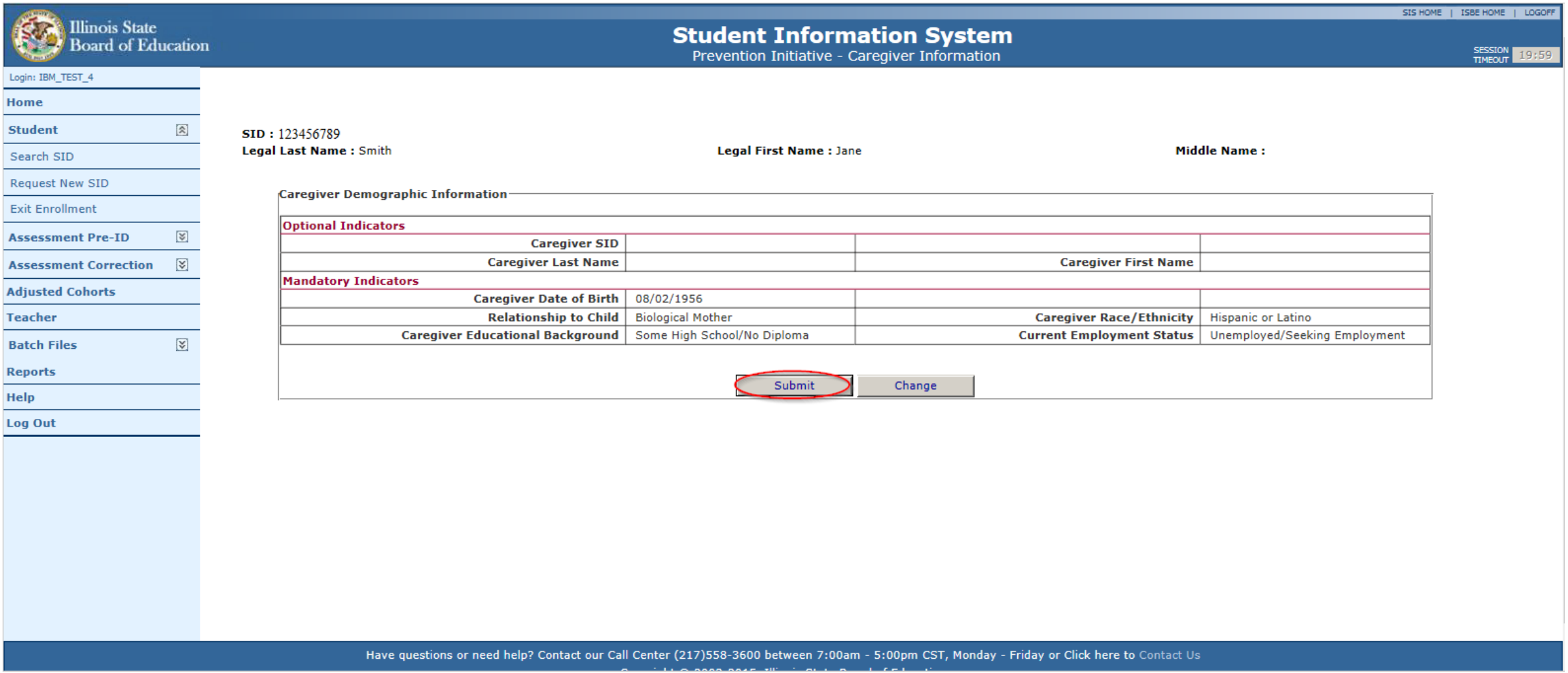
- **Caregiver Demographic – Edit**



# Caregiver Demographic (Birth to 3)



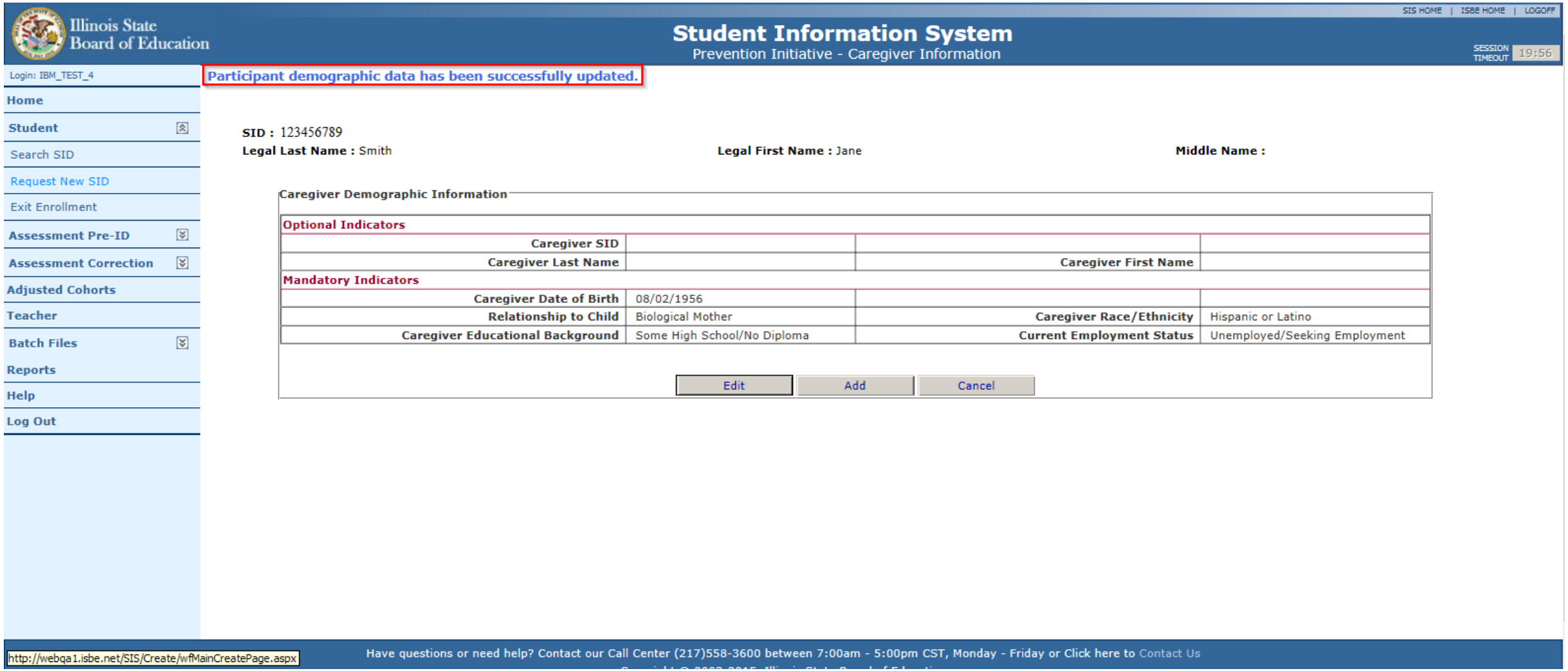
- **Caregiver Demographic – Submit**



# Caregiver Demographic (Birth to 3)



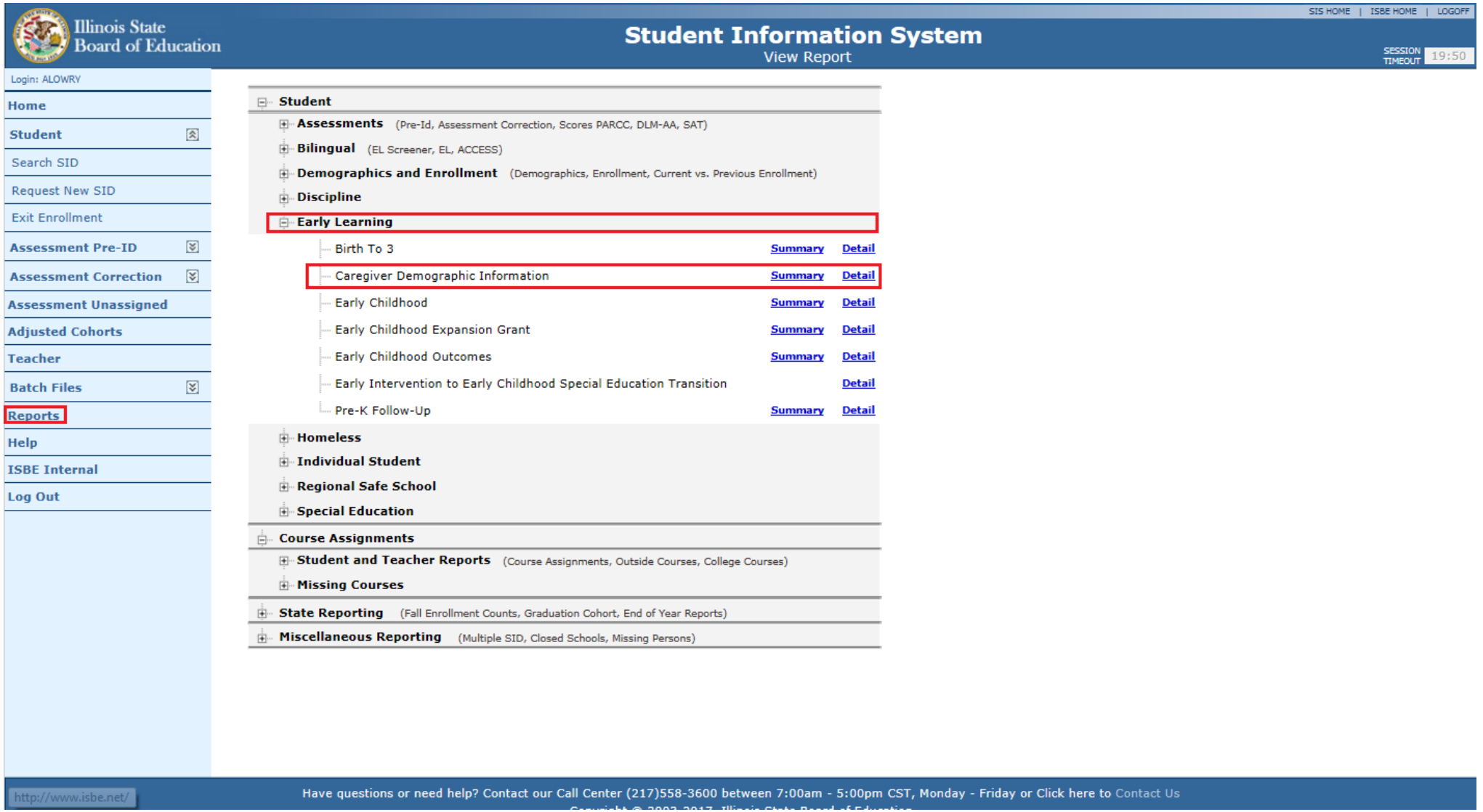
- **Caregiver Demographic – Update Successful**



# Caregiver Demographic (Birth to 3)



- **SIS Reports – Caregiver Demographic**



# Caregiver Demographic (Birth to 3)



- **Caregiver Demographic – Report**

6/22/2015 8:03:34AM

## 2015 Prevention Initiative Caregiver Demographics Information (Detail)

SIS Home District: 12345678912 ISBE Test District

Selection Criteria: Sorted By: Student Name

**Columns** **A** Educational Background of Caregiver **B** Race/Ethnicity of Caregiver * **C** Current Employment Status of Caregiver **D** Completed

Educational Background of Caregiver:
1 8th Grade or Less
2 Current High School Student
3 Some High School/No Diploma
4 High School Diploma/GED
5 Vocational School Training
6 Associate Degree
7 Some College
8 Bachelor Degree

Current Employment Status of Caregiver:
1 Unemployed/Not Seeking employment
2 Unemployed/Seeking Employment
3 Unemployed/Enrolled in job traing
4 Employed in fewer than 20 hours per
5 Employed in 20 hours or more per week
6 Self-employed

* Education Background, Race and Current Employment Status Codes definitions can be found on the Student Information System web site.

| Student ID | Student Name | Home RCDTS | Serving RCDTS | Relationship | Caregiver SID | Caregiver Name | Birth Date | A | B | C | D |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 123456789 | Jones, Anna | 123456789123456 | 123456789123456 | Biological Mother | | Smith, Michael | 01/01/2000 | 8 | 14 | 1 | Y |
| 123456789 | Jones, Anna | 123456789123456 | 123456789123456 | Biological Mother | | Smith, Michael | 01/01/2000 | 8 | 14 | 1 | Y |
| 123456789 | Jones, Anna | 123456789123456 | 123456789123456 | Biological Mother | | Smith, Michael | 01/01/2000 | 4 | 16 | 1 | Y |

ISBE

Illinois State Board of Education

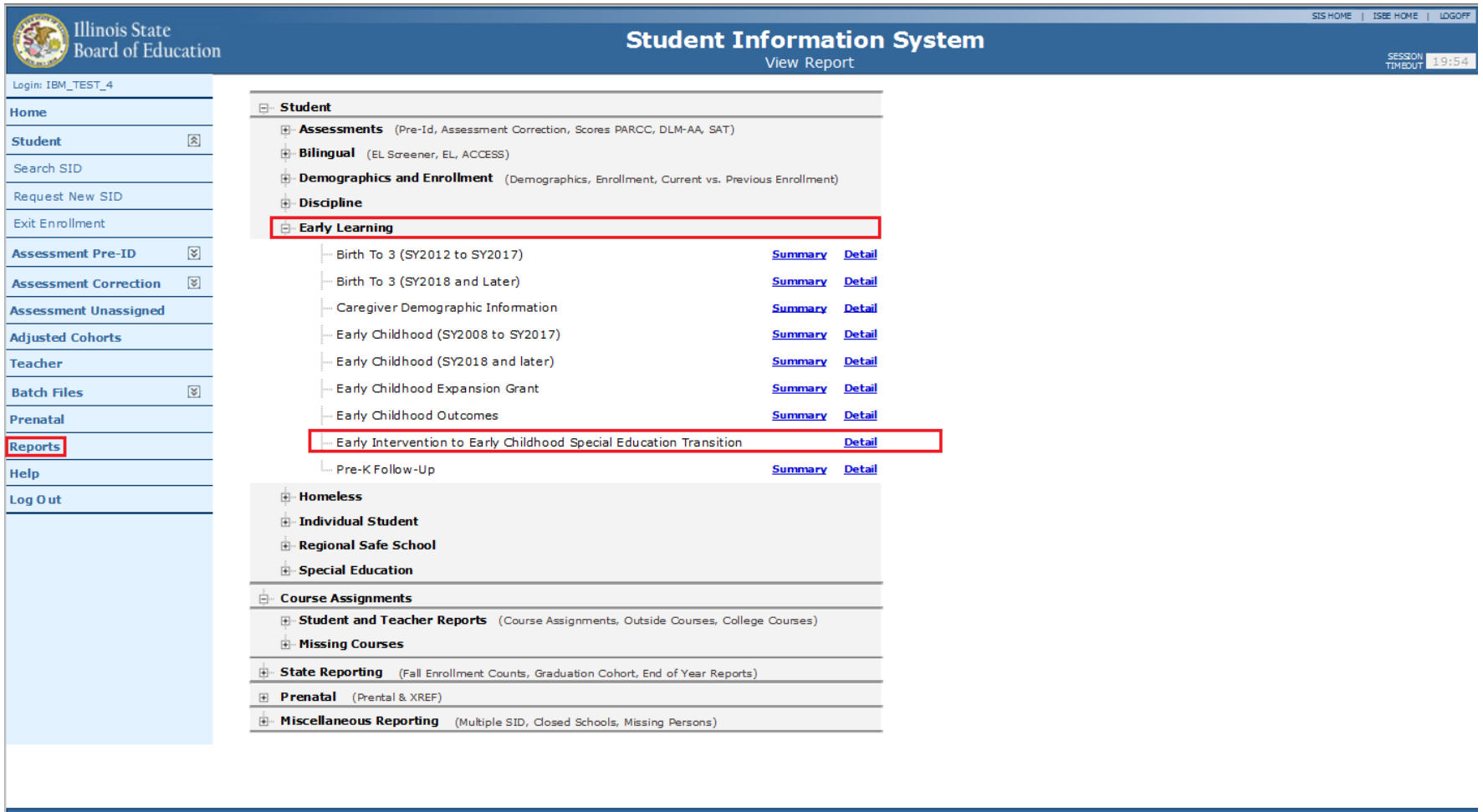
# Birth to 3 or Caregiver Questions?

ISBE

Illinois State Board of Education

# Early Intervention to Early Childhood Special Education Transition Report

- **Early Intervention to Early Childhood Special Education Transition Report**
  - The purpose of this data sharing process is to support school districts in their obligation to have eligibility determined and an IEP implemented, as necessary, on or before a child's third birthday as the child exits early intervention.



- **Early Intervention to Early Childhood Special Education Transition Report**

**Illinois State Board of Education** 7/13/2017 2:09 pr

**Early Intervention to Early Childhood Special Education Transition**

**RCDT:** 012345678912345

Mr. Smith
100 North 1st
Springfield, IL 62701

The purpose of this data sharing process is to support school districts in their obligation to have eligibility determined and an IEP implemented, as necessary, on or before a child's third birthday as the child exits early intervention. The list below is a cumulative list of children who should soon be transitioning into your district(s), which should assist you with future planning for early childhood special education services. While this list contains the names of children transitioning who are 27 months or older, the CFCs are obligated to refer children transitioning into your district by the time the child is 30 months old. If you do not receive this referral by the time the child is 31 months old, this list will enable your district to follow up with the family informing them about your district's early childhood special education services. You may contact the CFC to verify or correct any of the family contact information on this list. You should also contact the CFC if you have received a child's information, but have determined that the child resides in a neighboring district, so that the child's information can be forwarded to the appropriate district. Due to HIPAA and FERPA regulations, these data should only be shared on an "as needed" basis to fulfill the indicated district's child find obligations.

If information on this report is in error, please maintain this documentation locally in the event of any follow-up from ISBE about the student's transition status. Any questions regarding early intervention to early childhood special education regulations and process should be directed to Kristy Doan at 217-524-4835 or to Felicia Malloy at 217-782-5589. Questions regarding the Illinois Department of Human Services student data may be directed to Ann Freiburg at Ann.Freiburg@Illinois.gov. Correspondence with student identifying information should only be provided via the DHS secure fax at 217-524-6248.

| Name | Birth Date | Contact: | EI Number | CFC ID | Month Reported |
|---|---|---|---|---|---|

ISBE

Illinois State Board of Education

# Evaluation Students

# Evaluation Students

Students are “Evaluated” in ISTAR before receiving IDEA Services. Only an SID is required to do an evaluation in ISTAR.

- Online Only – Request New SID
- Enrollment Grade Level – Evaluation
- Enrollment is exited immediately with “12- Retained” with the Exit Date set to current day.
    - Students Under Evaluation will have the following mandatory Program Indicators set to “No”:
        - Homeless
        - 21st Century Indicator
        - IDEA Services
        - Limited English Proficiency (LEP)
        - Private School Student
        - Free or Reduced Price Lunch (FRL) / Low Income
        - Title 1 Indicator Must be set to - Not a Participant in Title I Program
        - Supplemental Educational Services (SES)
    - Home and Native Language must be entered

ISBE

Illinois State Board of Education

# Evaluation Questions?

ISBE

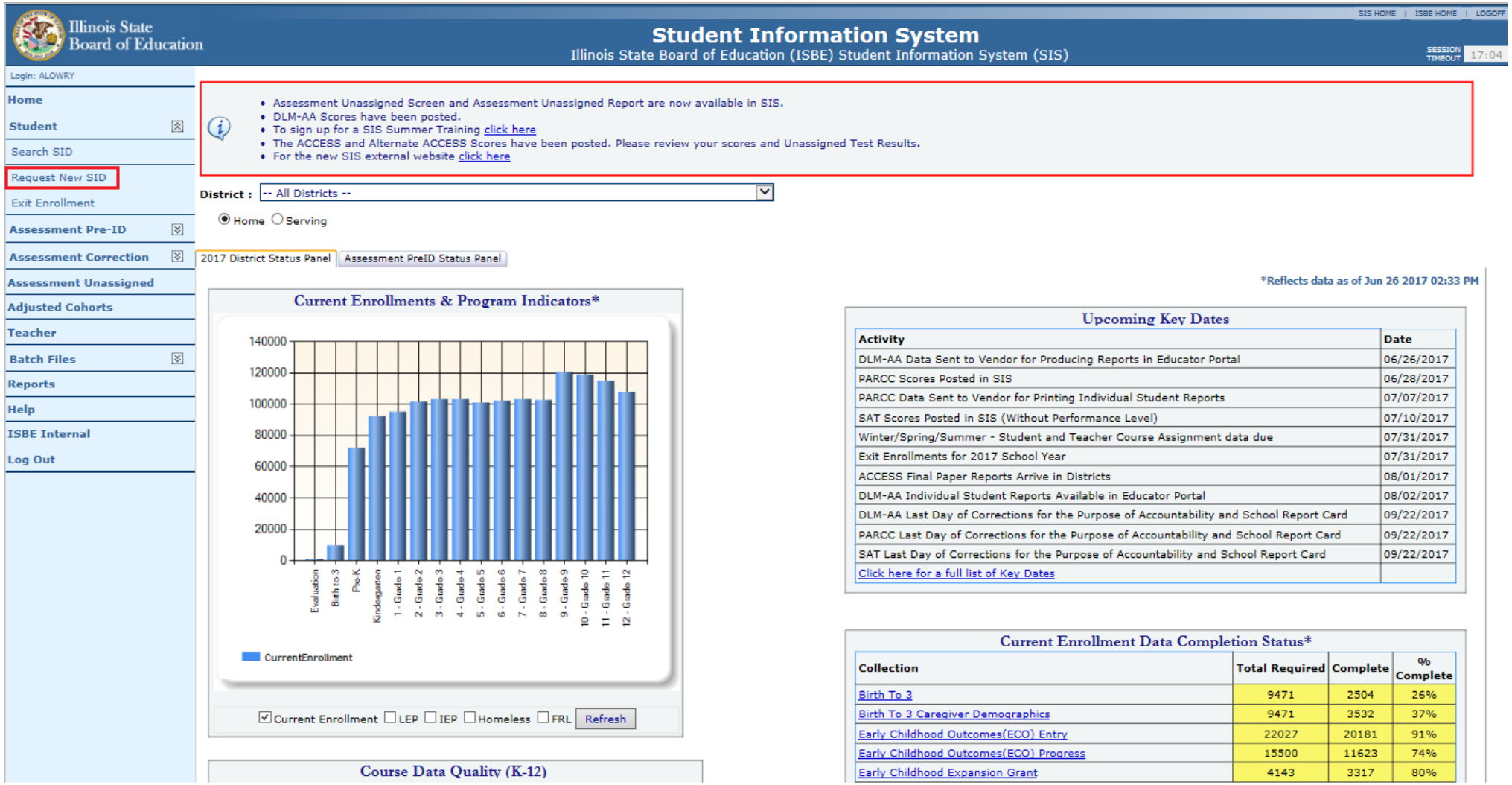
Illinois State Board of Education

# Student Demographics Enrollment Early Childhood (Ages 3-5)

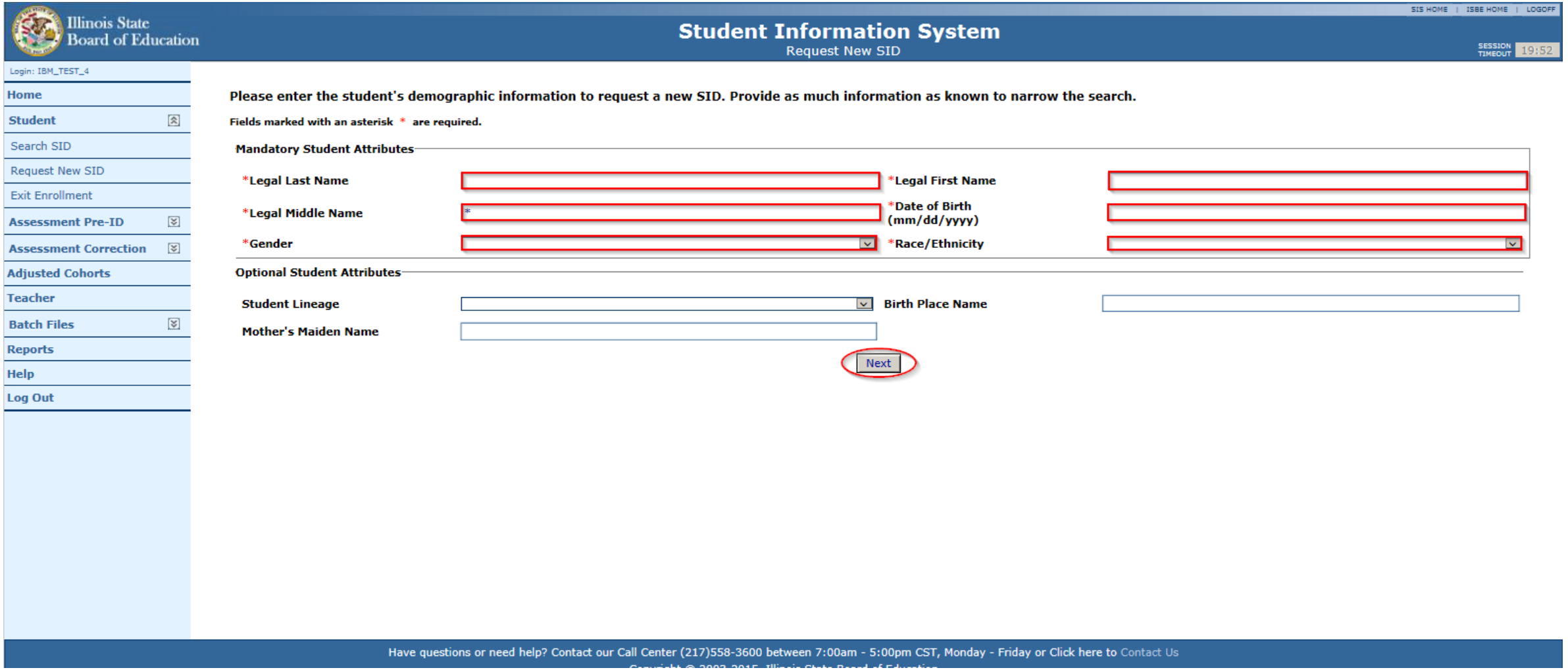
# Student Demographics Enrollment – Early Childhood Ages 3-5



- **Request New SID**



- **Request New SID - Enter Mandatory Student Attributes**



- **Request New SID – Search Results**

Illinois State Board of Education

SIS HOME | ISBE HOME | LOGOFF

**Student Information System**
Request New SID - Potential Match Summary

SESSION TIMEOUT 19:50

Login: IBM_TEST_3

- Home
- Student
  - Search SID
  - Request New SID
  - Exit Enrollment
- Assessment Pre-ID
- Assessment Correction
- Assessment Unassigned
- Adjusted Cohorts
- Teacher
- Batch Files
- Reports
- Help
- Log Out

**Search Criteria**

| Last Name | First Name | Middle Name | DOB | Gender | Race/Ethnicity | Birth Place Name | Native Language |
|---|---|---|---|---|---|---|---|
| Smith | Adam | | 11/01/2011 | Male | Black or African American | | |

**A SID for the student potentially exists.The matches found are displayed below. Please review each individual record before requesting a new SID. If any are a match to your student information, please click the SELECT button.**

**Search Results: 1 potential student matches found.**

| Last Name | First Name | Middle Name | DOB | Gender | Race/Ethnicity | Birth Place Name | Native Language |
|---|---|---|---|---|---|---|---|
| SMITH | ADAM | | 11/01/2011 | Male | Black or African American | st louis MO | English |

**SID : 123456789**

| | | | | | |
|---|---|---|---|---|---|
| **Last Name** | SMITH | **First Name** | ADAM | **Middle Name** | |
| **Birth Date** | 11/01/2011 | **Gender** | Male | **Race** | Black or African American |
| **Birth Place** | st louis MO | **Native Language** | English | **Mothers' Maiden Name** | |
| **RCDTS for Home** | 500821890223006 | **RCDTS for Serving** | 500821890223006 | | |
| **Enrollment Date** | 08/22/2016 | **Grade** | Pre-K | | |
| **Percent of Day Attended (PDA)** | 1.00 | | | | |
| **Exit Date** | | **Exit Status** | | **Exit Type** | |

Select | Request New SID

Have questions or need help? Contact our Call Center (217)558-3600 between 7:00am - 5:00pm CST, Monday - Friday or Click here to Contact Us

Copyright © 2003-2017, Illinois State Board of Education

# Student Demographics Enrollment – Early Childhood Ages 3-5



## Demographic Validations

- **Date of Birth**
  - On the enrollment Start Date students must be at least 3 years of age - Non-IEP students cannot be older than 5; IEP students may be 6.

- **Name Fields**
  - Use only alpha characters and spaces, or one hyphen
  - Periods, commas, and apostrophes are not accepted
    - Middle Name Exception: Asterisk is accepted for “no legal middle name”
    - Space or apostrophe in names such as O’Brien should be removed and submitted as OBrien
    - If appropriate (such as for Hispanic children), use mother’s maiden name followed by a hyphen (-) and then the father’s last name (no spaces)

# Student Demographics Enrollment – Early Childhood Ages 3-5



- **Enrollment Validations**
  - A student can be actively enrolled in only one Home School
  - If IDEA Services is “Yes”, the Home RCDTS must be a public school
  - A student may attend multiple Serving Schools
  - School Year must be the current school year (2018)
  - Enrollment date must be within the date range of July 1 to July 31 for the current School Year (i.e. 07/01/2017, through 07/31/2018)
  - Enrollment Date cannot be a future date
  - The “Enrollment Date” must be greater than the student’s previous “Exit Date”, unless the previous enrollment record was identified as “Erroneous”.
    - The Enrollment Date is the first day of full attendance and the Exit Date is the last full day of enrollment the student completed.
  - Student should only be entered as “Original entry to US schools” one time

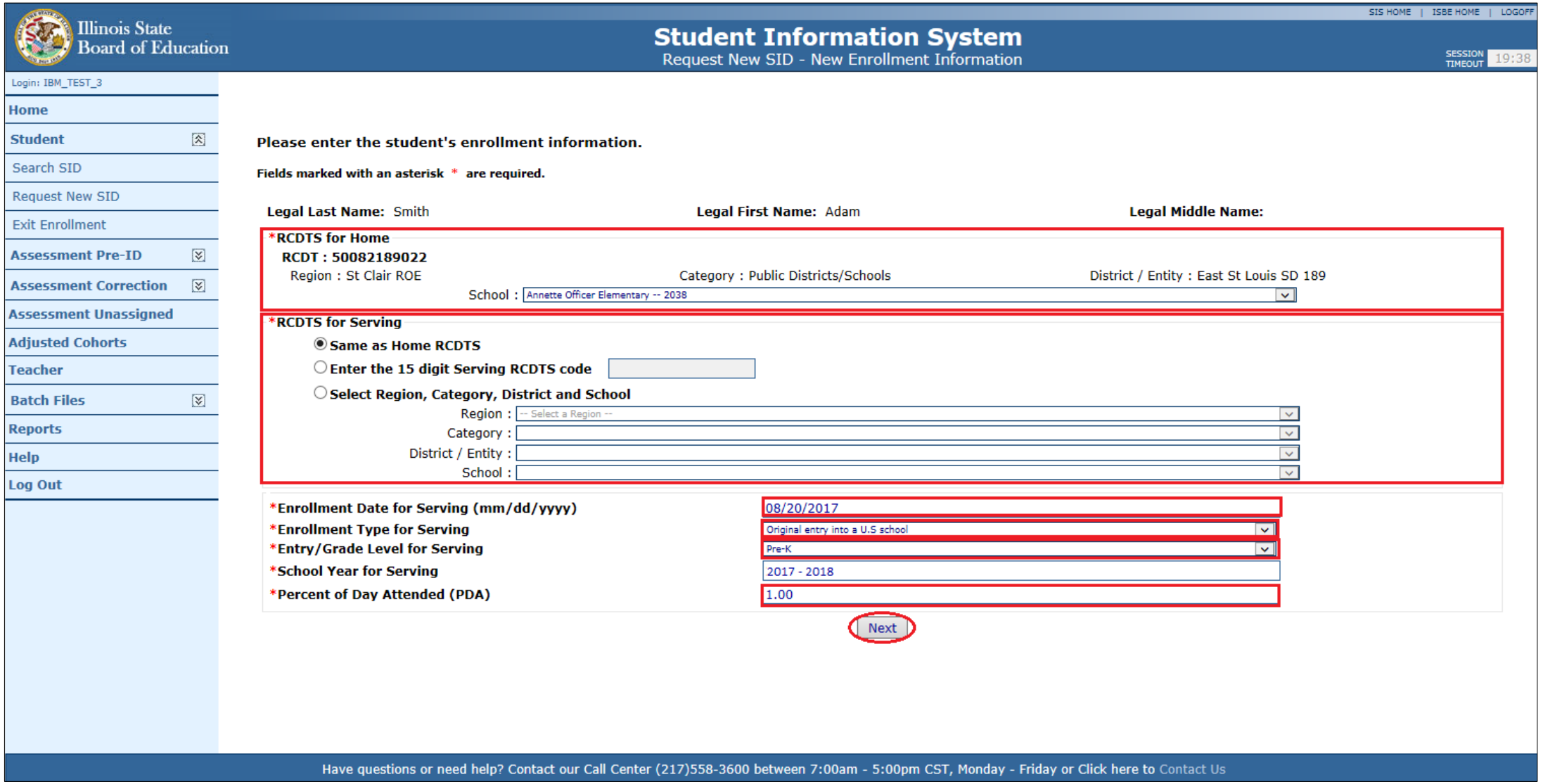
# Student Demographics Enrollment – Early Childhood Ages 3-5



- **Enrollment Validations**
  - Home School, Serving School, and Grade Level cannot be updated in an existing record. If they are incorrect, the student enrollment must be “exited” and a new, accurate enrollment record must be created instead.
  - Student cannot have more than one active enrollment in different grade levels.
  - If using the batch file to submit the data, all Early Childhood students (Pre-K) must be entered using the Demographic and Early Childhood V2 File Format.
    - https://www.isbe.net/Pages/Excel-Templates-for-student-data-input-into-SIS.aspx

# Student Demographics Enrollment – Early Childhood Ages 3-5

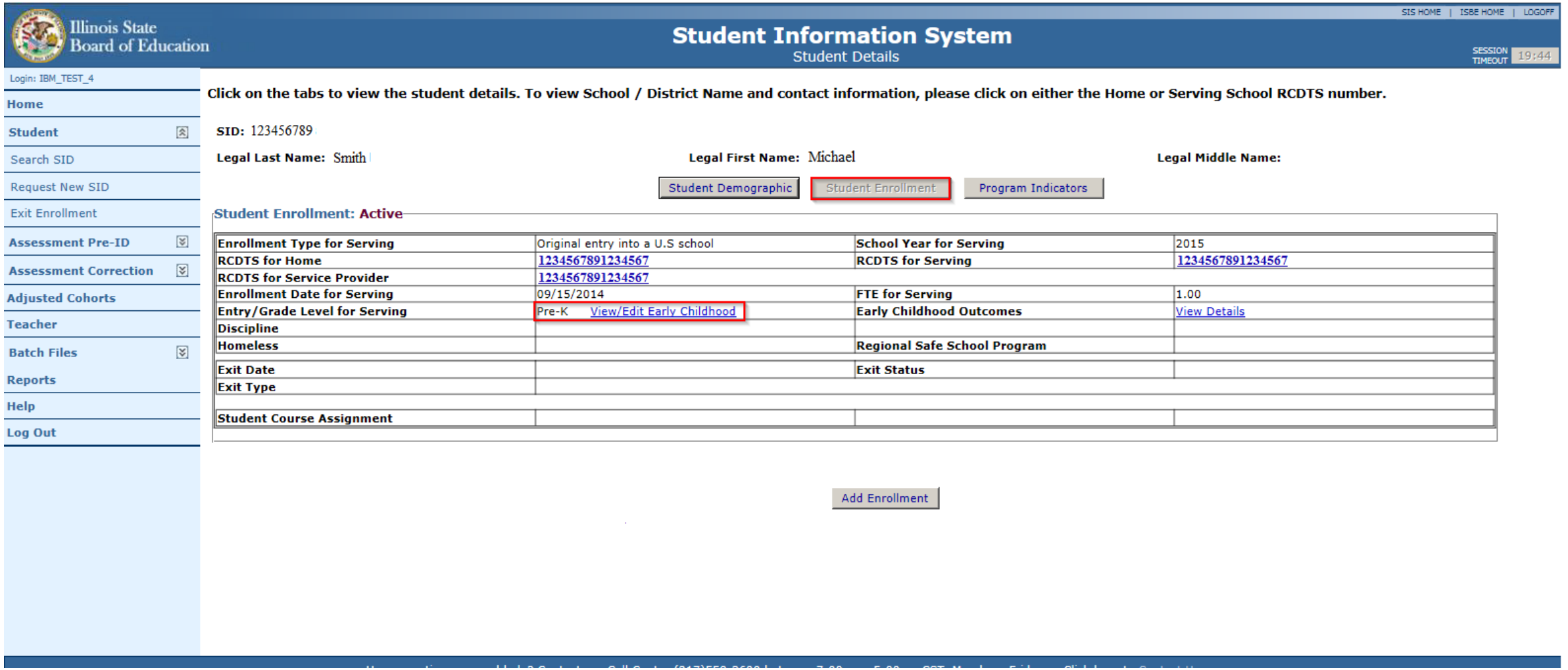
- **Request New SID – Search Results**



# Student Demographics Enrollment – Early Childhood Ages 3-5



- **Student Enrollment - Early Childhood link**



# Student Demographics Enrollment – Early Childhood Ages 3-5



## New Pre-K Ages 3-5 Collection for School Year 2018 (Demographic and Early Childhood File V2)

- Classroom Location Preschool for All Classroom
- IDEA Services Received
- Inclusive IEP Service
- Preschool for All Expansion (Funding)
- Head Start Funding (Funding)
- CPS Value Preschool (Chicago Public Schools (CPS) Funding)
- Title I Funding (Funding)
- IDEA Funding (Funding)
- Local District Funding (Funding)
- Tuition Based Funding (Funding)
- Previous Enrollment in an Early Childhood Program
- Early Head Start (Birth to 3)
- Prevention Initiative (Birth to 3)
- Early Intervention (Birth to 3)
- Child Care

# Student Demographics Enrollment – Early Childhood Ages 3-5



## New Pre-K Ages 3-5 Collection for School Year 2018 (Demographic and Early Childhood File V2)

- Referral by CFC
- EI Number
- Eligibility Determination Date
- Reason for Delay in Transition
- IEP Completion Date
- Date Services Began
- Screening for Program Eligibility indicated Multiple Risk Factors
- Family Structure
- Household Income Criteria
- Child Welfare Involvement Within the Past Year
- Child has been a Youth in Care
- Family has an Open Intact Family Services Case
- Child’s parent is Youth in Care
- Student's Family is receiving TANF
- Student's Family is receiving WIC
- Student's Family is receiving SNAP
- Student's Family is receiving Housing Subsidy

# Student Demographics Enrollment – Early Childhood Ages 3-5



## Classroom Location

- 01 - School
  - A public school building
- 02 - Higher Education Institution
  - A college, university, vocational school, or other post- secondary educational institution offering higher education beyond high school.
- 03 - Licensed Child Care Center
  - Child Care Center is any child care facility which regularly provides child care for less than 24 hours per day and is licensed by the Illinois Department of Children and Family Services.
- 04 - Licensed Family Child Care Home
  - Family Child Care Home is any family home which provides child care for more than 3 up to a maximum of 12 children for less than 24 hours per day and is licensed by the Illinois Department of Children and Family Services.
- 05 - Child's Home
  - Child's home is where the child resides.
- 06 - Community-based Organization
  - Community-based organization (CBO) is a public or private nonprofit organization of demonstrated effectiveness that (A) is representative of a community or significant segments of a community; and (B) provides educational or related services to individuals in the community.
- 07 - Faith-based Organization
  - Faith-based organization (FBO) is used to refer to religious organizations and other charitable organizations affiliated or identified with one or more religious groups.
- 08 - Other

# Student Demographics Enrollment – Early Childhood Ages 3-5



**Preschool for All Classroom (Funding)**

- The child is attending a preschool classroom for 3 to 5 year old children.
  - Funding for this classroom 1) began in FY 2007 or later, and 2) comes from the Preschool for All Initiative of the Early Childhood Block Grant. (Funding began in 07 FY or later).

  - 01 - Half-Day (PDA 0.5)
    - The child is attending a classroom for 3 to 5 year old children for 2.5 to 4 hours per day
  - 02 - Full Day (PDA 1.0)
    - The child is attending a full day classroom for 3 to 5 year old children for at least 6 hours per day
  - 03 - Partial Day (PDA 0.75)
    - The child is attending a classroom for 3 to 5 year old children for 4.5 to 5.5 hours per day
  - 04 - Less than Half-Day (PDA less than 0.5)
    - The child is receiving speech only homebound instruction or Head Start home visiting.
  - 00 - None
    - Not attending a Pre-School for all Classroom

# Student Demographics Enrollment – Early Childhood Ages 3-5



- **IDEA Services Received**
  - **Special Education Services**
    - 01 - Blended Preschool Classroom
    - 02 - Self-Contained Early Childhood Special Ed
    - 03 - Speech Only Services
    - 00 – None
  - When **IDEA Services** is “no” and **Private School Student** is “no” then **IDEA Services Received** must be “none”.

- **In Classroom IDEA**
  - Are the majority (at least 50%) of special education services provided in a general education classroom?
    - 01 - Yes
    - 02 – No
  - When **IDEA Services** is “no” and **Private School Student** is “no” then **In Classroom IDEA** must be “no”.

**General Funding Validations**

- All student enrollments must be in at least one of the funding type code selected
- The same funding type code cannot be selected for more than one enrollment
- Selected funding types cannot be more than the PDA for the given enrollment:
  - Half-day – Should have a PDA of 0.50 or higher
  - Full Day – Should have a PDA of 1.00 (ISBE considers a Full Day = 300 minutes)
  - Partial Day - Should have a PDA of 0.75 or higher
  - Less Than Half-day - Any acceptable PDA value
  - None – Any acceptable PDA value

# Student Demographics Enrollment – Early Childhood Ages 3-5



**Preschool for All Expansion Funding**

- 01 - Federal - Preschool Full Day Expansion
  - The child is attending a full day preschool classroom that meets all of the Preschool Expansion requirements.
- 02 - Federal - Preschool Expansion – PFA Enhanced
  - The child is attending a full day preschool classroom that was originally a Preschool for All (PFA) classroom and has been enhanced to meet the Preschool Expansion requirements.
- 03 - Federal - Preschool Expansion – Head Start Enhanced
  - The child is attending a full day preschool classroom that was originally a Head Start classroom and has been enhanced to meet the Preschool Expansion requirements.
- 04 - State - Preschool Full Day Expansion
  - The child is attending a full day preschool classroom that meets all of the Preschool Expansion requirements.
- 05 - State - Preschool Expansion – PFA Enhanced
  - The child is attending a full day preschool classroom that was originally a Preschool for All (PFA) classroom and has been enhanced to meet the Preschool Expansion requirements.
- 06 - State - Preschool Expansion – Head Start Enhanced
  - The child is attending a full day preschool classroom that was originally a Head Start classroom and has been enhanced to meet the Preschool Expansion requirements.
- 07 – None
  - The child is NOT attending a preschool classroom that meets all of the Preschool Expansion requirements.

# Student Demographics Enrollment – Early Childhood Ages 3-5



## Head Start Funding

- The child is attending a Head Start classroom for 3 to 5 year old children. Funding for this classroom comes solely from federal Head Start funds.
  - 01 - Half-Day (PDA 0.5)
    - The child is attending a classroom for 3 to 5 year old children for 2.5 to 4 hours per day
  - 02 - Full Day (PDA 1.0)
    - The child is attending a full day classroom for 3 to 5 year old children for at least 6 hours per day
  - 03 - Partial Day (PDA 0.75)
    - The child is attending a classroom for 3 to 5 year old children for 4.5 to 5.5 hours per day
  - 04 - Less than Half-Day (PDA less than 0.5)
    - The child is receiving speech only homebound instruction or Head Start home visiting.
  - 00 - None
    - Not attending a Head Start Classroom

## CPS Value Preschool – *Leave Blank in batch files if not Chicago Public Schools*

- 01 - Yes
- 02 – No

## Title I Funding

- The child is attending a preschool program for 3 to 5 year old children. Funding for this child in the classroom comes solely from NCLB, Title I, Part A. Funding for this classroom does not include funds from the Early Childhood Block Grant or Head Start.
  - 01 - Yes
  - 02 - No

# Student Demographics Enrollment – Early Childhood Ages 3-5



## IDEA Funding

- The child is attending a preschool classroom for 3 to 5 year old children. Funding for this classroom is paid with Federal IDEA or state Special Education funds. Reporting these programs/fund sources in addition to reporting other programs/fund sources will not affect the entity's Early Childhood grant reporting.
  - 01 - Half-Day (PDA 0.5)
    - The child is attending a classroom for 3 to 5 year old children for 2.5 to 4 hours per day
  - 02 - Full Day (PDA 1.0)
    - The child is attending a full day classroom for 3 to 5 year old children for at least 6 hours per day
  - 03 - Partial Day (PDA 0.75)
    - The child is attending a classroom for 3 to 5 year old children for 4.5 to 5.5 hours per day
  - 04 - Less than Half-Day (PDA less than 0.5)
    - The child is receiving speech only homebound instruction or Head Start home visiting.
  - 00 - None
    - No IDEA funding

- When **IDEA Services** is “no” and Private School Student is “no” then **IDEA Funding** must be “no”.
- When **IDEA Services** is “yes” then **IDEA Funding** must be “Half-day”, “Full Day”, “Partial Day”, or “Less Than Half-day”, and can NOT be “None”.

# Student Demographics Enrollment – Early Childhood Ages 3-5



## Local District Funding

- The child is attending a preschool classroom for 3 to 5 year old children. Funding for this classroom is **locally funded with District funds**. Reporting these programs/fund sources in addition to reporting other programs/fund sources will not affect the entity's Early Childhood grant reporting.
  - 01 - Half-Day (PDA 0.5)
    - The child is attending a classroom for 3 to 5 year old children for 2.5 to 4 hours per day
  - 02 - Full Day (PDA 1.0)
    - The child is attending a full day classroom for 3 to 5 year old children for at least 6 hours per day
  - 03 - Partial Day (PDA 0.75)
    - The child is attending a classroom for 3 to 5 year old children for 4.5 to 5.5 hours per day
  - 04 - Less than Half-Day  Less than 2.5 hours (PDA less than 0.5)
    - The child is receiving speech only homebound instruction or Head Start home visiting.
  - 00 – None
    - No local funding

# Student Demographics Enrollment – Early Childhood Ages 3-5



**Tuition Based Funding**

- The child is attending a preschool classroom for 3 to 5 year old children. Funding for this child in the classroom is paid through **Parents Paying Tuition**.
  - 01 - Half-Day (PDA 0.5)
    - The child is attending a classroom for 3 to 5 year old children for 2.5 to 4 hours per day
  - 02 - Full Day (PDA 1.0)
    - The child is attending a full day classroom for 3 to 5 year old children for at least 6 hours per day
  - 03 - Partial Day (PDA 0.75)
    - The child is attending a classroom for 3 to 5 year old children for 4.5 to 5.5 hours per day
  - 04 - Less than Half-Day (PDA less than 0.5)
    - The child is receiving speech only homebound instruction or Head Start home visiting.
  - 00 - None
    - No Tuition Based funding

# Student Demographics Enrollment – Early Childhood Ages 3-5



## Previous Enrollment in an Early Childhood Program

- The child has a previous enrollment in an early childhood program (Could include Birth to 3).
  - 01 - Yes
  - 02 – No
    - Must be “Yes” when a previous **3 to 5 enrollment record** exists.
    - If “No”, then **Early Head Start**, **Prevention Initiative**, **Early Intervention** must be “No”.
    - Must be “Yes” and **Prevention Initiative** must be “Yes” when a **previous birth to 3 enrollment** record exists.

## Early Head Start (Birth to 3)

- Prior to attending a preschool program, the child received Early Head Start services which may include home-based services, center-based services, or both. (Did the student ever receive Early Head Start services?)
  - 01 - Yes
  - 02 – No
    - If **Early Head Start (Birth to 3)** is “Yes” then **Previous Enrollment in an Early Childhood Program** must be “Yes”

## Prevention Initiative (Birth to 3)

- Prior to attending a preschool program, the child participated in a birth to age 3 years Prevention Initiative program for at-risk children and their families. Funding for this program comes from the Early Childhood Block Grant. (Did the student ever participate in a birth to age 3 years Prevention Initiative program?)
  - 01 - Yes
  - 02 – No
    - If **Prevention Initiative (Birth to 3)** is “Yes” then **Previous Enrollment in an Early Childhood Program** must be “Yes”

# Student Demographics Enrollment – Early Childhood Ages 3-5



## Early Intervention (Birth to 3)

- Prior to attending a preschool program, the child received Early Intervention services designed for families who have infants and toddlers, birth to three, with diagnosed disabilities, developmental delays, or substantial risk of significant delays. Funding for this program comes from the Illinois Department of Human Services (Infants and Toddlers with disabilities) (DHS) (Did the student ever receive Early Intervention services?)
  - 01 - Yes
  - 02 – No
    - **Early Intervention (Birth to 3)** is "Yes" then **Previous Enrollment in an Early Childhood Program** must be "Yes"

## Child Care

- Prior to attending a preschool program, the child was enrolled in Child Care. (**Any type of Child Care qualifies**.)
  - 01 - Yes
  - 02 - No

## Referral by CFC

- Was the child referred by Early Intervention to the local school district by Child and Family Connections Office for transition to Early Childhood Special Education?
  - 01 - Yes
  - 02 – No
    - Only Required if **Early Intervention** is "Yes", otherwise leave blank

## EI Number

- Early Intervention Identification Number (6 Digit – Acquired from DHS)
  - Required if **Referral by CFC** is "Yes"

# Student Demographics Enrollment – Early Childhood Ages 3-5



## Eligibility Determination Date

- The date the child was determined eligible or not eligible for early childhood special education services
  - Required if **Referral by CFC** is "Yes"
  - **Eligibility Determination Date** must be greater than the student's **Date of Birth**.

## Reason for Delay in Transition

- The reason the transition from Early Intervention to Early Childhood Special Education was not completed by the child's third birthday. There is a delay in transition if one of the following is true: 1) If the child is eligible for Early Childhood Special Education, there is a delay if the child's IEP has not been developed and implemented by his/her third birthday.2) If the child is ineligible for Early Childhood Special Education, there is a delay if the child has not been determined ineligible by his/her third birthday.
    - 01 - No Delay
    - 02 - Parent failure or refusal to produce child for evaluation caused a delay in the eligibility determination timeline
    - 03 -The child enrolled in the district after parental consent was received in another district, but before eligibility could be determined.
    - 04 - Early Intervention (CFC) sends the referral after the child is 2 years and 9 months, but they received the child before age 2 years and 9 months.
    - 05 - Early Intervention (CFC) receives child after 2 years and 9 months and makes the referral.
    - 06 – School District Delay
  - Required if **Referral by CFC** is "Yes"

# Student Demographics Enrollment – Early Childhood Ages 3-5



## IEP Completion Date

- The date the child's IEP has been completely developed and implemented.
  - Required if **Referral by CFC** is “Yes” and Student is **IDEA Services** “Yes” and **Private School Student** “No”

## Date Services Began

- The date Early Childhood Special Education Services began.
  - Required if **Referral by CFC** is “Yes” and student is **IDEA Services** “Yes” and **Private School Student** “No”

## Screening for Program Eligibility Indicated Multiple Risk Factors

- An at-risk child is one who, because of their home and community environment, is subject to such language, cultural, economic, and like disadvantages that he or she has been determined, as a result of screening procedures, to be at risk of academic failure
  - 01 - Yes
  - 02 – No

## Family Structure

- Code that best describes the child’s family structure at the time the child entered the program
  - 01 – Both Parents in Home
  - 02 – Single Parent Family
  - 03 – Lives with an adult other than Guardian
  - 04 – Youth in Care
  - 05 - Parents have joint custody
  - 06 - Other

# Student Demographics Enrollment – Early Childhood Ages 3-5



## Household Income Criteria

- The child is from a family whose income is less than 50%, 100%, 200% or 400% the poverty guidelines updated periodically in the Federal Register by the U.S. Department of Health and Human Services (HHS) under the authority of 42 U.S.C. 9902(2)
  - 01 – 50% at or below the Federal Poverty Level
  - 02 – 100% at or below the Federal Poverty Level
  - 03 – 200% at or below the Federal Poverty Level
  - 04 – 400% at or below the Federal Poverty Level
  - 05 – Above 400% Federal Poverty Level
  - 06 – N/A
  - 07 – Did not collect

# Student Demographics Enrollment – Early Childhood Ages 3-5



- **Household Income Criteria Validations**
  - If **Preschool For All Classroom** is “Half-day”, “Full Day”, “Partial Day”, or “Less Than Half-day” and Homeless is “No”, then **Household Income Criteria** can Not be “N/A”
  - If **Preschool For All Expansion** is “Federal-Preschool Full Day Expansion”, “Federal-Preschool Expansion-PFA Enhanced”, or “Federal-Preschool Expansion-Head Start Enhanced” and Homeless is “Yes”, then **Household Income Criteria** can Not be “400% at or below the Federal Poverty Level”, “Above 400% Federal Poverty Level”, or “Did not collect”
  - If **Preschool For All Expansion** is “Federal – Preschool Full Day Expansion”, “Federal – Preschool Expansion – PFA Enhanced”, “Federal – Preschool Expansion – Head Start Enhanced” and Homeless is “No”, then **Household Income Criteria** can Not be “400% at or below the Federal Poverty Level”, “Above 400% Federal Poverty Level”, “N/A”, or “Did not collect”
  - If **Preschool For All Expansion** is “State – Preschool Full Day Expansion”, “State – Preschool Expansion – PFA Enhanced”, “State – Preschool Expansion – Head Start Enhanced” and Homeless is “Yes”, then **Household Income Criteria** can Not be “Did not collect”
  - If **Preschool For All Expansion** is “State – Preschool Full Day Expansion”, “State – Preschool Expansion – PFA Enhanced”, “State – Preschool Expansion – Head Start Enhanced” and Homeless is “No”, then **Household Income Criteria** can NOT be “N/A” or “Did not collect”

# Student Demographics Enrollment – Early Childhood Ages 3-5



2017 Poverty Guidelines Tool -
https://www.isbe.net/_layouts/Download.aspx?SourceUrl=/Documents/povertytool2017.xlsx

**Annual 2017 Poverty Guidelines for the 48 Contiguous States**

| Household/ Family Size | 50% | 100% | 200% | 400% |
|---|---|---|---|---|
| 1 | 6,030 | 12,060 | 24,120 | 48,240 |
| 2 | 8,120 | 16,240 | 32,480 | 64,960 |
| 3 | 10,210 | 20,420 | 40,840 | 81,680 |
| 4 | 12,300 | 24,600 | 49,200 | 98,400 |
| 5 | 14,390 | 28,780 | 57,560 | 115,120 |
| 6 | 16,480 | 32,960 | 65,920 | 131,840 |
| 7 | 18,570 | 37,140 | 74,280 | 148,560 |
| 8 | 20,660 | 41,320 | 82,640 | 165,280 |
| 9 | 22,750 | 45,500 | 91,000 | 182,000 |
| 10 | 24,840 | 49,680 | 99,360 | 198,720 |
| 11 | 26,930 | 53,860 | 107,720 | 215,440 |
| 12 | 29,020 | 58,040 | 116,080 | 232,160 |
| 13 | 31,110 | 62,220 | 124,440 | 248,880 |
| 14 | 33,200 | 66,400 | 132,800 | 265,600 |

Annual 2017 Poverty Guidelines for the 48 Contiguous States

**Monthly 2017 Poverty Guidelines for the 48 Contiguous States**

| Household/ Family Size | 50% | 100% | 200% | 400% |
|---|---|---|---|---|
| 1 | 503 | 1,005 | 2,010 | 4,020 |
| 2 | 677 | 1,353 | 2,707 | 5,413 |
| 3 | 851 | 1,702 | 3,403 | 6,807 |
| 4 | 1,025 | 2,050 | 4,100 | 8,200 |
| 5 | 1,199 | 2,398 | 4,797 | 9,593 |
| 6 | 1,373 | 2,747 | 5,493 | 10,987 |
| 7 | 1,548 | 3,095 | 6,190 | 12,380 |
| 8 | 1,722 | 3,443 | 6,887 | 13,773 |
| 9 | 1,896 | 3,792 | 7,583 | 15,167 |
| 10 | 2,070 | 4,140 | 8,280 | 16,560 |
| 11 | 2,244 | 4,488 | 8,977 | 17,953 |
| 12 | 2,418 | 4,837 | 9,673 | 19,347 |
| 13 | 2,593 | 5,185 | 10,370 | 20,740 |
| 14 | 2,767 | 5,533 | 11,067 | 22,133 |

Monthly 2017 Poverty Guidelines for the 48 Contiguous States

# Student Demographics Enrollment – Early Childhood Ages 3-5



## Child Welfare Involvement Within the Past Year

- The child or their family has received services from the Department of Children and Family Services (DCFS), including foster care, intact family services or the parent has been a ward of the state
  - 01 - Yes
  - 02 - No

## Child has been a Youth in Care (Ward of State)

- The child is currently in or at any point during the past year has lived in a foster care setting.
  - 01 - Yes
  - 02 – No

## Family has an Open Intact Family Services Case

- The family has been assigned a caseworker by DCFS and is currently receiving or in the past year has received family services.
  - 01 - Yes
  - 02 - No

## Child's parent is Youth in Care (Ward of State)

- Either parent of the child is currently or at any point in the past year has been a ward of the state.
  - 01 - Yes
  - 02 - No

# Student Demographics Enrollment – Early Childhood Ages 3-5



**Student's Family is receiving TANF**

- The Temporary Assistance for Needy Families (TANF) program provides temporary financial assistance for pregnant women and families with one or more dependent children. TANF provides financial assistance to help pay for food, shelter, utilities, and expenses other than medical.
  - 01 - Yes
  - 02 - No

**Student's Family is receiving WIC**

- WIC provides Federal grants to States for supplemental foods, health care referrals, and nutrition education for low-income pregnant, breastfeeding, and non-breastfeeding postpartum women, and to infants and children up to age five who are found to be at nutritional risk.
  - 01 - Yes
  - 02 - No

# Student Demographics Enrollment – Early Childhood Ages 3-5



**Student's Family is receiving SNAP**

- The Supplemental Nutrition Assistance Program (SNAP) (formerly Food Stamps) helps low-income people and families buy the food they need for good health. Benefits are provided on the Illinois Link Card - an electronic card that is accepted at most grocery stores. The program is managed by the Food and Nutrition Service (FNS) of the United States Department of Agriculture. The Department of Human Services administers the program in Illinois
  - 01 - Yes
  - 02 - No

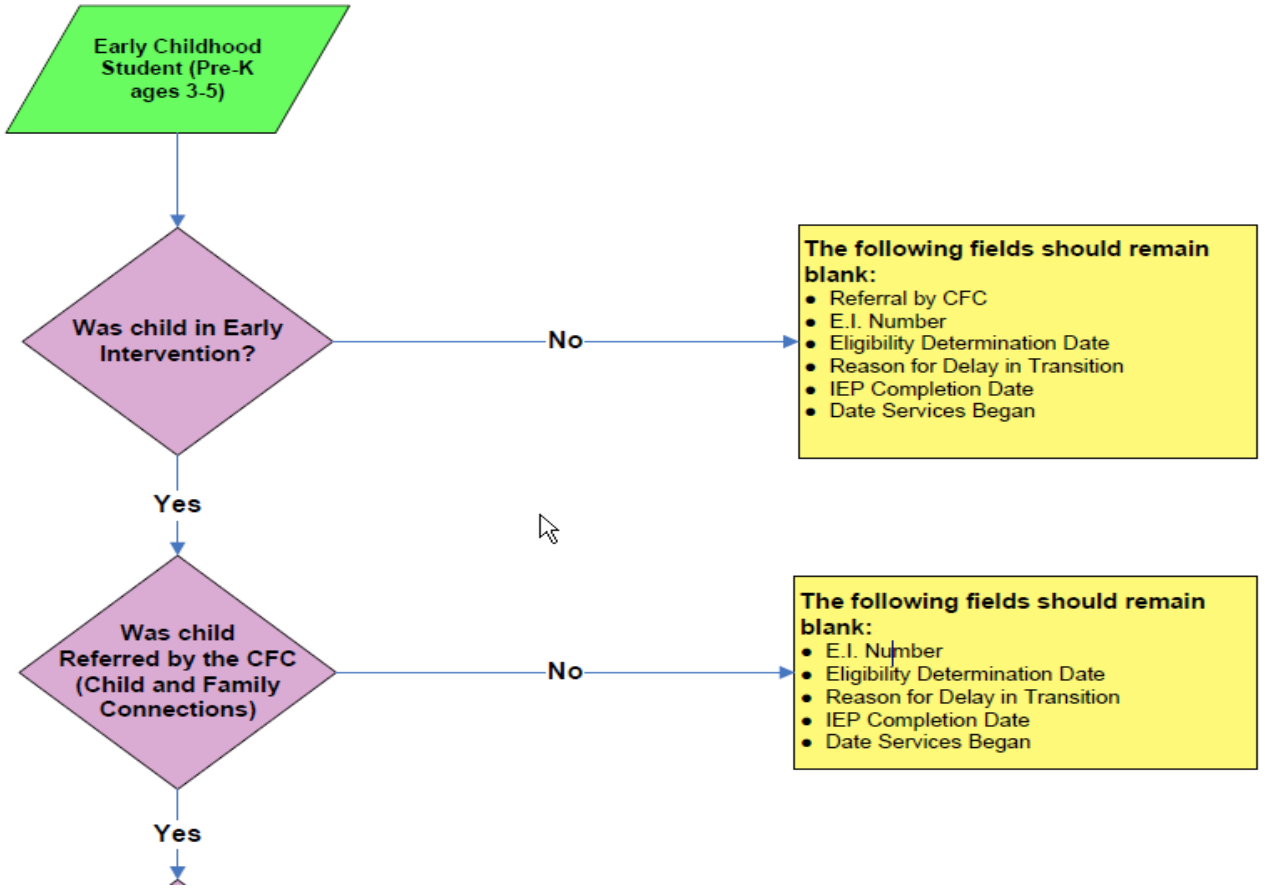
**Student's Family is receiving Housing Subsidy**

- Subsidized housing or social housing is government supported accommodation for people with low to moderate incomes. Forms of subsidies include direct housing subsidies, non-profit housing, public housing, rent supplements and some forms of co-operative and private sector housing.
  - 01 - Yes
  - 02 - No

# Student Demographics Enrollment – Early Childhood Ages 3-5



- **Early Childhood Validations Flow**

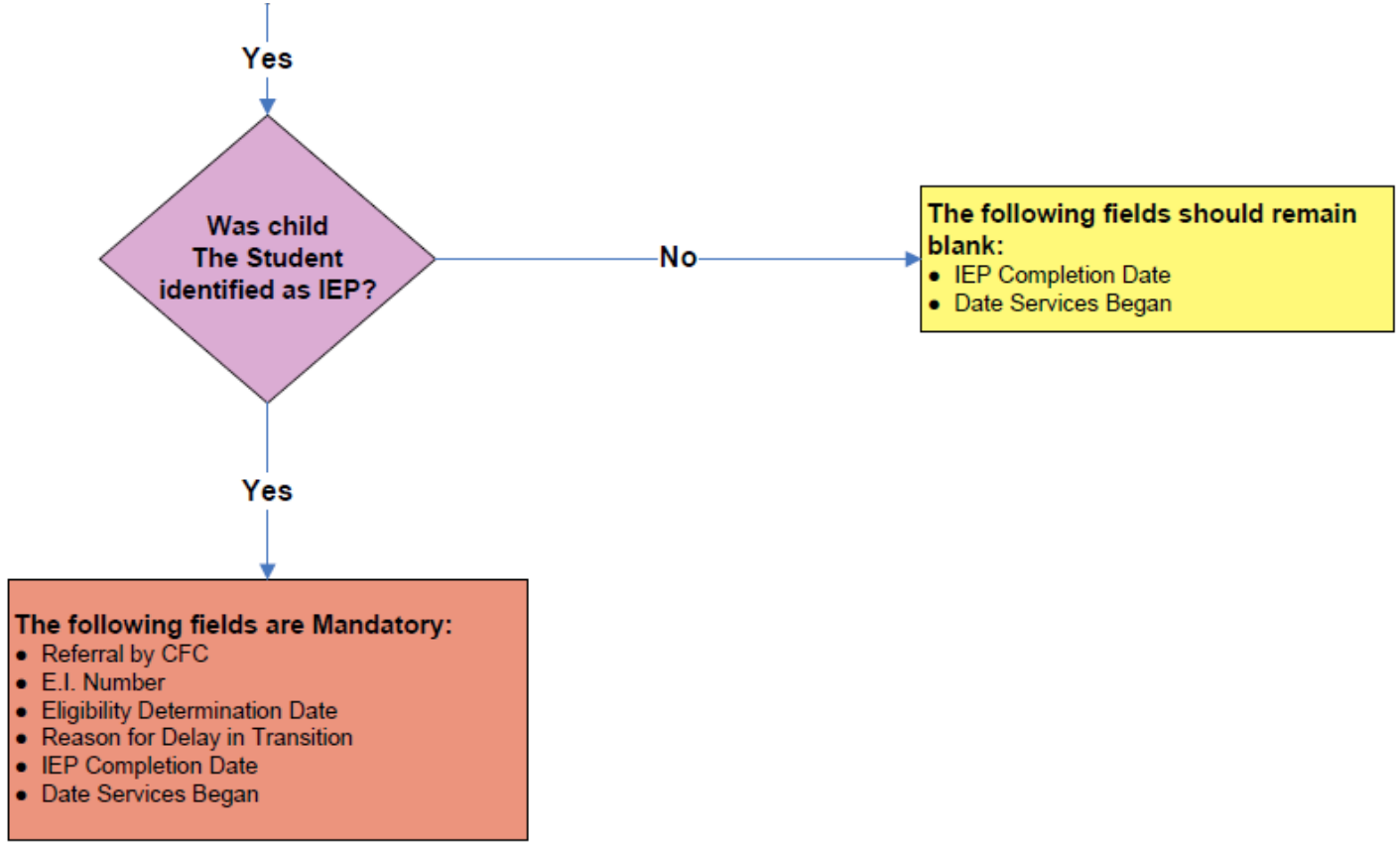



- **Subsequent Mandatory Data**
  - Referral by Child and Family Connections (CFC)
  - Early Intervention (EI) Number
  - Eligibility Determination Date
  - IEP Indicator
  - Reason for Delay in Transition
  - IEP Completion Date
  - Date Services Began
    - If the Eligibility Determination Date or the IEP Completion Date is after the student's third birthday, Reason for Delay in Transition cannot be No Delay
    - The IEP Completion Date must be equal to or greater than the Eligibility Determination Date
    - The Date Services Began must be equal to or greater than the IEP Completion Date

# Student Demographics Enrollment – Early Childhood Ages 3-5



- **Early Childhood Validations Flow**

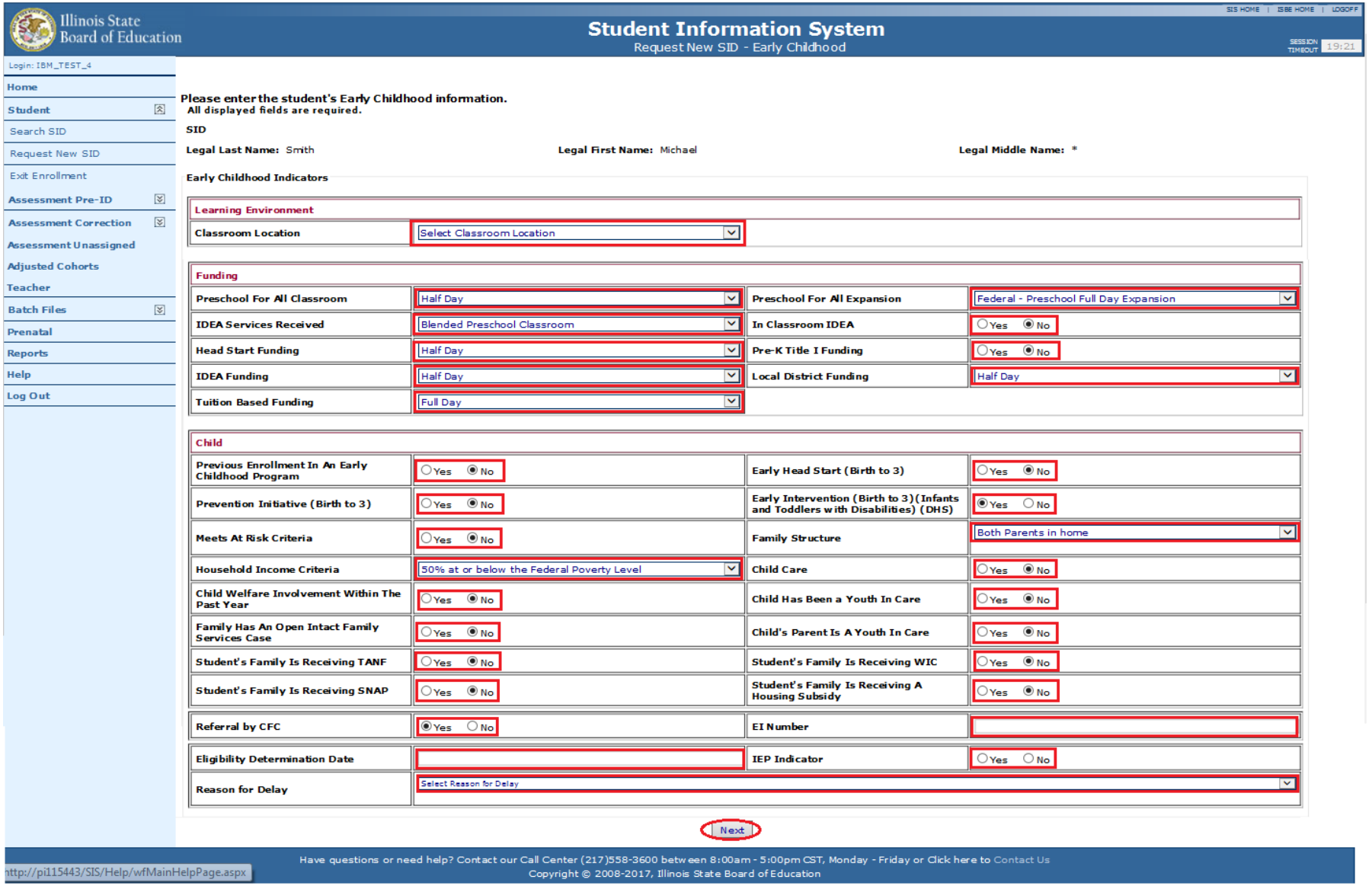



Link to Reference – https://www.isbe.net/Pages/SIS-Data-Elements-approved-codes-and-indicators.aspx

# Student Demographics Enrollment – Early Childhood Ages 3-5



- **Early Childhood Data Entry Screen**



# Student Demographics Enrollment – Early Childhood Ages 3-5



- **Program Indicator Validations**
  - SES indicator for Pre-K must be set to “No”
  - Native and Home Language must be provided for all grade levels

# Student Demographics Enrollment – Early Childhood Ages 3-5



- **Private School Student Indicator (PSS)**
  - A private school student is a student whose parent/guardian has chosen to enroll the student in a nonpublic school (e.g., parochial) for general education, with the parent(s) bearing the cost of the student's private education. This includes students who are being home schooled by their parents.
  - Students with disabilities who are being served by the district under an IDEA Individualized Services Plan (ISP).

- **Private School Student Indicator (PSS) Validations**
  - Grades Pre-K – 12
    - If IDEA Services is "Yes" and Private School Student (PSS) is "No" the student is IEP (Individual Education Plan)
    - If IDEA Services is "Yes" and Private School Student (PSS) is "Yes" the Student is ISP (Individual Service Plan)

# Student Demographics Enrollment – Early Childhood Ages 3-5



- **Military-Connected Student (ESSA Requirement)**
  - Indicator Options - Yes/No
  - Mandatory - Yes
  - Indicator Definition - A student who's Legal Guardian is a member of the Armed Forces or Full-time National Guard on active duty. The terms "Armed Forces," "active duty," and "fulltime National Guard duty" have the same meanings as defined in 10 U.S.C. 101(a)(4), 101(d)(1), and 101(d)(5).
    - "Armed Forces" means the Army, Navy, Air Force, Marine Corps, and Coast Guard.
    - "Active duty" means full-time duty in the active military service of the United States, including full-time training duty, annual training duty, and attendance, while in the active military service, at a school designated as a service school by law or by the Secretary of the military department concerned. Such term does not include full-time National Guard duty.
    - "Full-time National Guard duty" means training or other duty, other than inactive duty, performed by a member of the Army National Guard of the United States or the Air National Guard of the United States in the member's status as a member of the National Guard of a State or territory, the Commonwealth of Puerto Rico, or the District of Columbia under section 316, 502, 503, 504, or 505 of title 32 for which the member is entitled to pay from the United States or for which the member has waived pay from the United States.
- **Rules**
  - Must be the same for dual enrolled students
  - If in the middle of an enrollment the legal guardians are no longer members of the armed forces, maintain Yes until the next enrollment
    - If unknown set to "no"
    - https://www.isbe.net/Pages/Children-of-Military-Families.aspx

# Student Demographics Enrollment – Early Childhood Ages 3-5

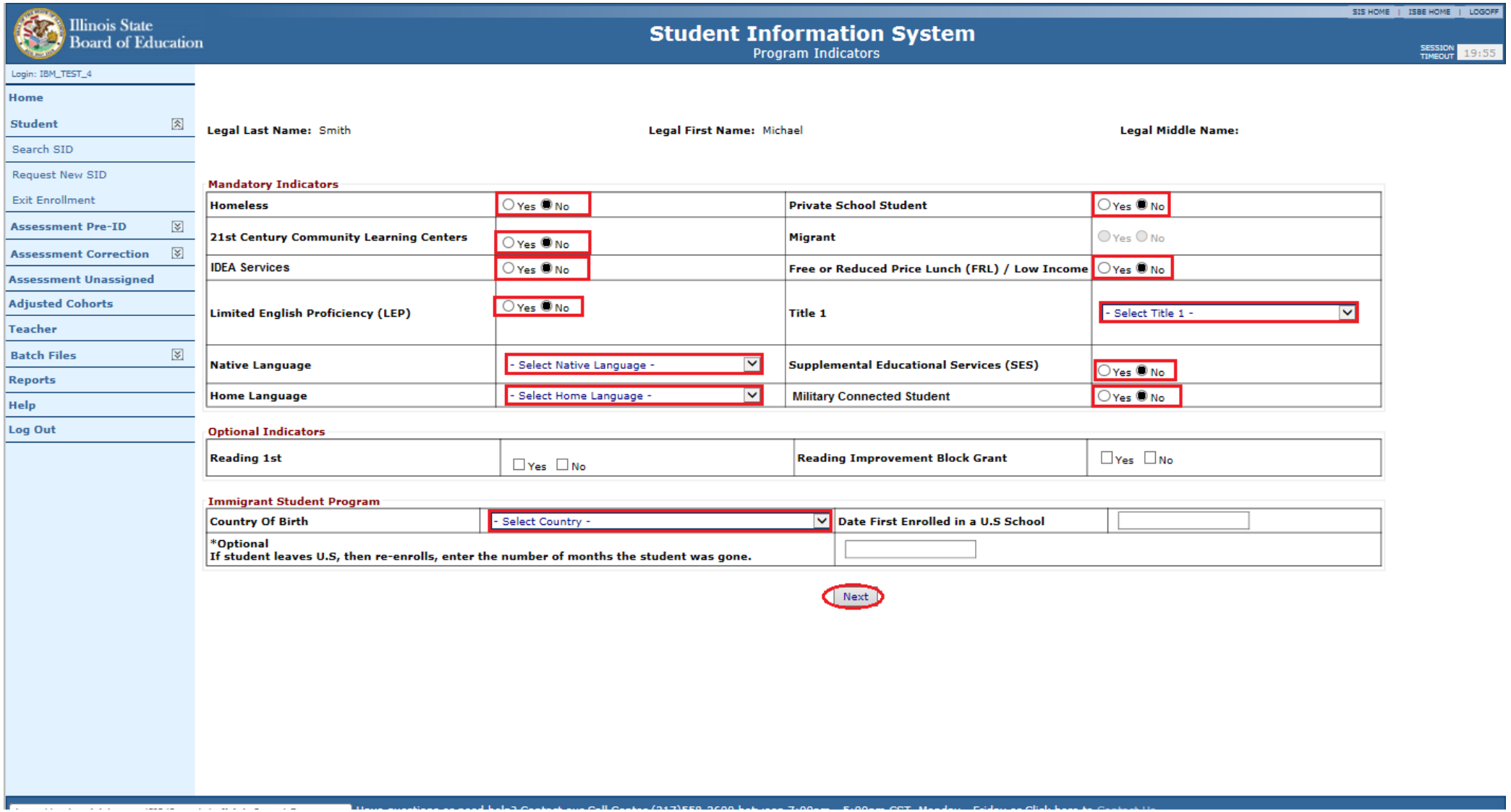


- **Homeless Students**
  - ISBE collects data for LEAs- and ISBE-funded birth to 3 and preschool programs (e.g., Prevention Initiative, Preschool for All, Preschool Expansion Grant, and other district-funded programs) through the Student Information System (SIS). Data collected through SIS for kindergarten through grade 12 is significantly higher than birth to age 5 data. Based on research, there are more children between birth and age 5 that are in a homeless situation than any other age group. A focus will be placed on training all LEA- and ISBE-funded Early Childhood programs personnel to collect and enter data on homeless children that they serve as they identify, enroll, and provide services for the children."

- Indicator Definition -
  - Identifies a student who, at any time during the current school year, lacks a fixed, regular, and adequate nighttime residence. This includes:
  - 1) Children and youths who are sharing the housing of other persons (doubling up) due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement; the term 'unaccompanied youth' includes a youth not in the physical custody of a parent or guardian. Unaccompanied youth have the same rights as other students experiencing homelessness to enroll in, attend, and succeed in public school.
  - 2) Children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;
  - 3) Children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
  - 4) Migratory children (as described for Migrant Indicator) who qualify as homeless because the children are living in circumstances described in 1 through 3 above.

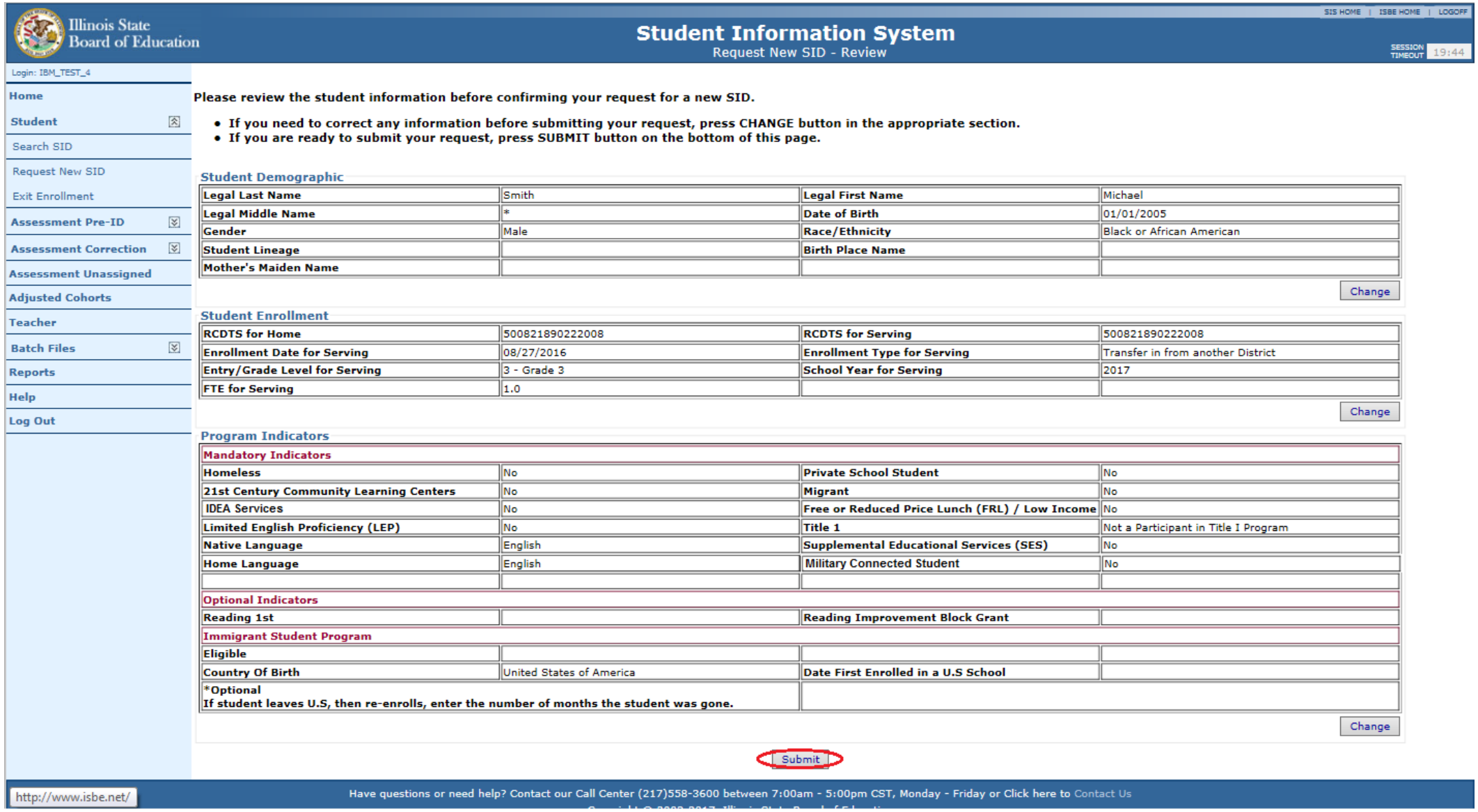
# Student Demographics Enrollment – Early Childhood Ages 3-5

- **Request New SID - Program Indicators Screen**



# Student Demographics Enrollment – Early Childhood Ages 3-5

- **Request New SID - Review**



Illinois State Board of Education

SIS HOME | ISBE HOME | LOGOFF

**Student Information System**

Request New SID - Review

SESSION TIMEOUT 19:44

Login: IBM_TEST_4

- Home
- Student
- Search SID
- Request New SID
- Exit Enrollment
- Assessment Pre-ID
- Assessment Correction
- Assessment Unassigned
- Adjusted Cohorts
- Teacher
- Batch Files
- Reports
- Help
- Log Out

**Please review the student information before confirming your request for a new SID.**

- **If you need to correct any information before submitting your request, press CHANGE button in the appropriate section.**
- **If you are ready to submit your request, press SUBMIT button on the bottom of this page.**

**Student Demographic**

| | | | |
|---|---|---|---|
| **Legal Last Name** | Smith | **Legal First Name** | Michael |
| **Legal Middle Name** | * | **Date of Birth** | 01/01/2005 |
| **Gender** | Male | **Race/Ethnicity** | Black or African American |
| **Student Lineage** | | **Birth Place Name** | |
| **Mother's Maiden Name** | | | |

Change

**Student Enrollment**

| | | | |
|---|---|---|---|
| **RCDTS for Home** | 500821890222008 | **RCDTS for Serving** | 500821890222008 |
| **Enrollment Date for Serving** | 08/27/2016 | **Enrollment Type for Serving** | Transfer in from another District |
| **Entry/Grade Level for Serving** | 3 - Grade 3 | **School Year for Serving** | 2017 |
| **FTE for Serving** | 1.0 | | |

Change

**Program Indicators**

| | | | |
|---|---|---|---|
| **Mandatory Indicators** | | | |
| **Homeless** | No | **Private School Student** | No |
| **21st Century Community Learning Centers** | No | **Migrant** | No |
| IDEA Services | No | **Free or Reduced Price Lunch (FRL) / Low Income** | No |
| **Limited English Proficiency (LEP)** | No | **Title 1** | Not a Participant in Title I Program |
| **Native Language** | English | **Supplemental Educational Services (SES)** | No |
| **Home Language** | English | **Military Connected Student** | No |
| | | | |
| **Optional Indicators** | | | |
| **Reading 1st** | | **Reading Improvement Block Grant** | |
| **Immigrant Student Program** | | | |
| **Eligible** | | | |
| **Country Of Birth** | United States of America | **Date First Enrolled in a U.S School** | |
| ***Optional**<br>**If student leaves U.S, then re-enrolls, enter the number of months the student was gone.** | | | |

Change

Submit

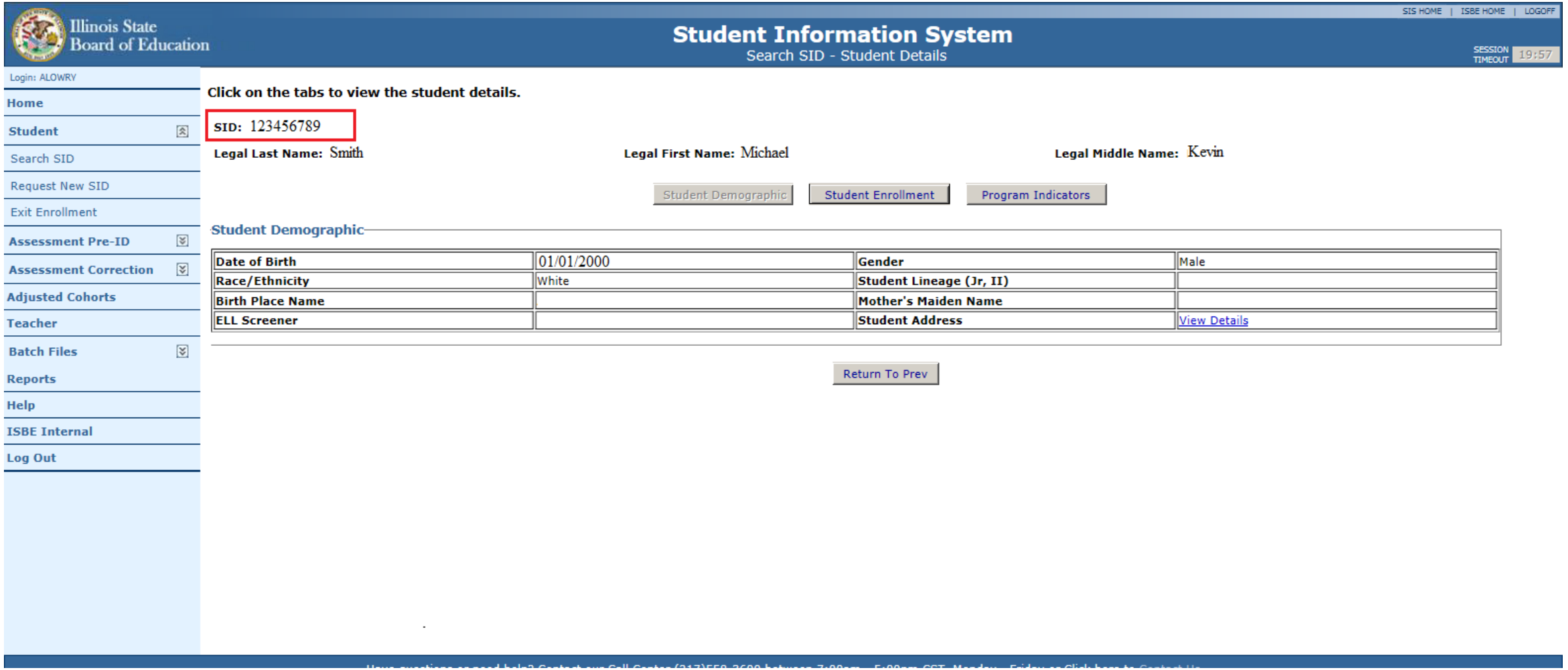
http://www.isbe.net/

Have questions or need help? Contact our Call Center (217)558-3600 between 7:00am - 5:00pm CST, Monday - Friday or Click here to Contact Us

# Student Demographics Enrollment – Early Childhood Ages 3-5



- **New SID Assigned!**



ISBE

Illinois State Board of Education

# Early Childhood Ages 3-5 Questions?

ISBE

Illinois State Board of Education

# Preschool Course Assignment

# Search SID – Preschool Course Assignment



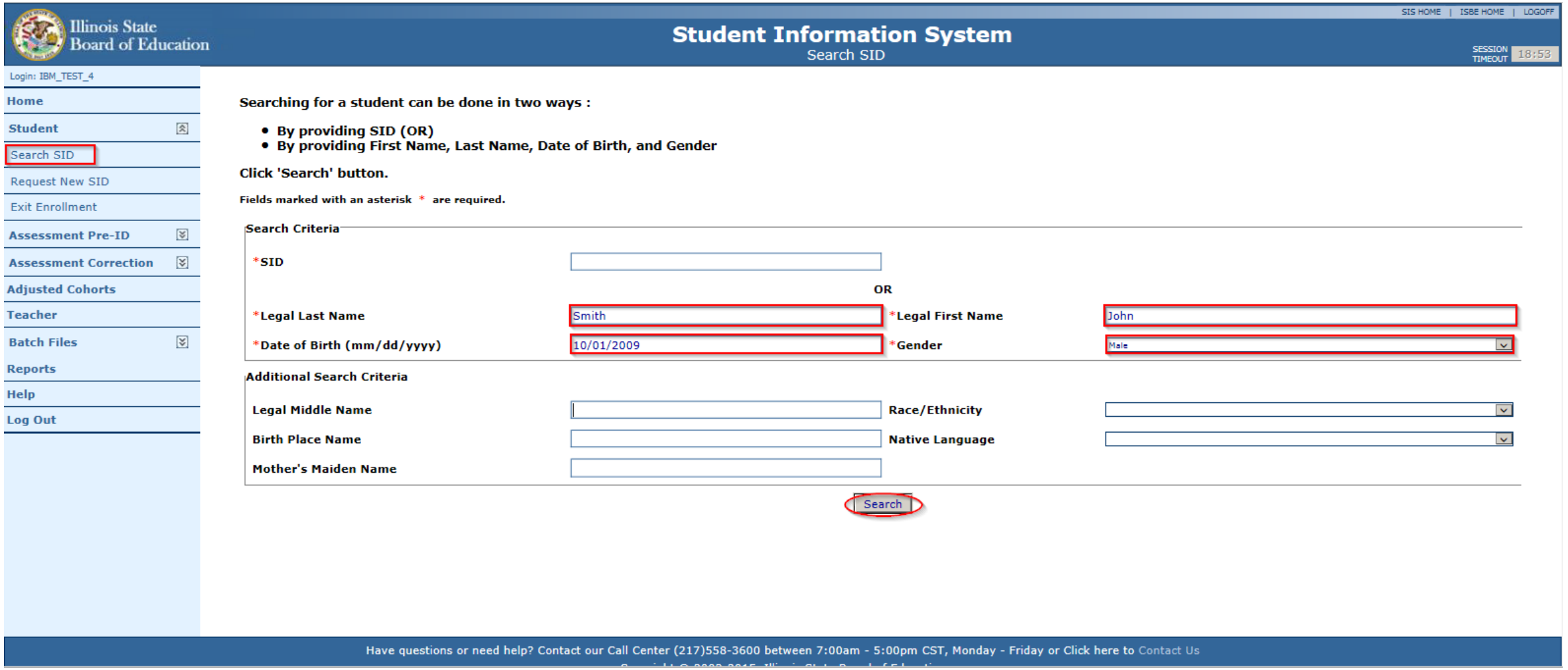
**Use Search SID to update student data or to Add an Enrollment**

- View Student Demographics, EL Screener, Immigrant, or Student Address Information (Demographic Tab)
- Add an Enrollment and Update Program Participation data (Enrollment Tab)
  - Add Enrollment
  - **Student Course Assignment**
- Update Program Indicators (Program Indicators Tab)
- Update EL Data (EL Tab)

# Search SID – Preschool Course Assignment



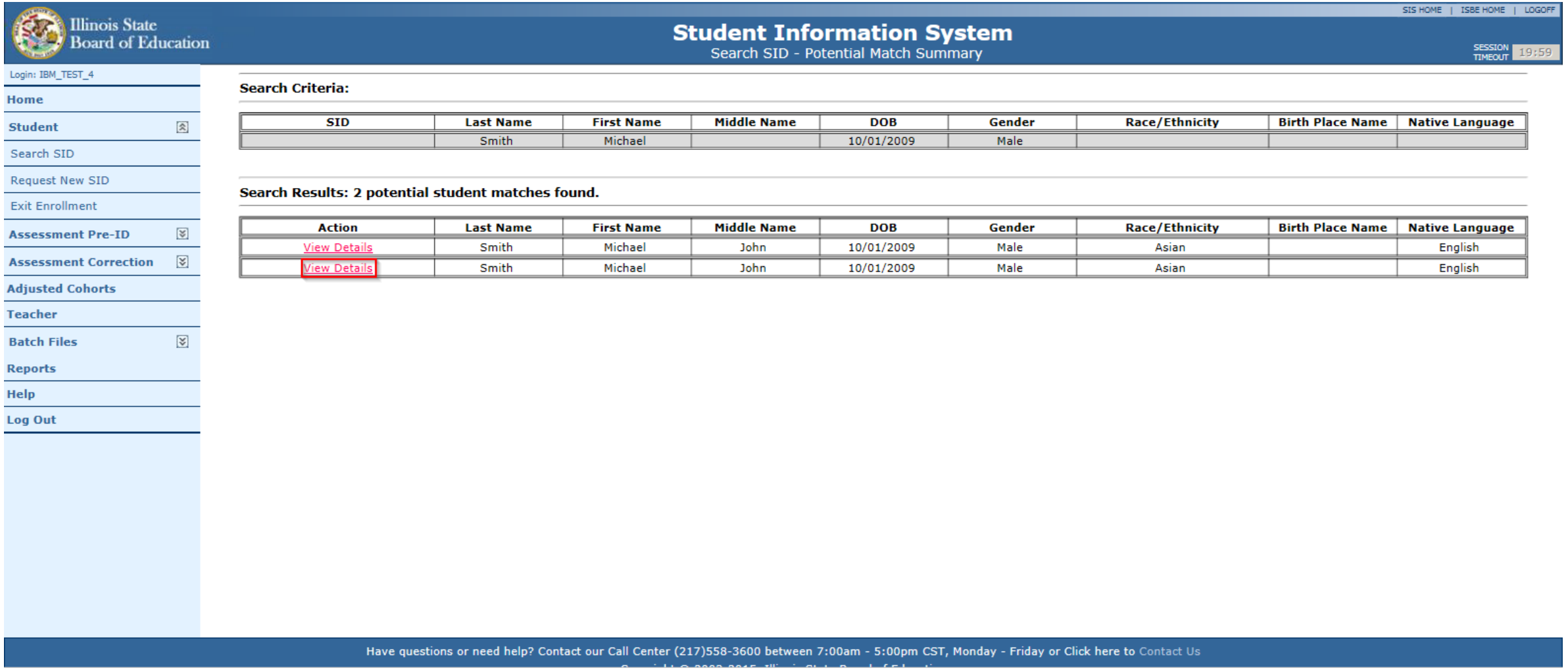
- **Search SID**



# Search SID – Preschool Course Assignment



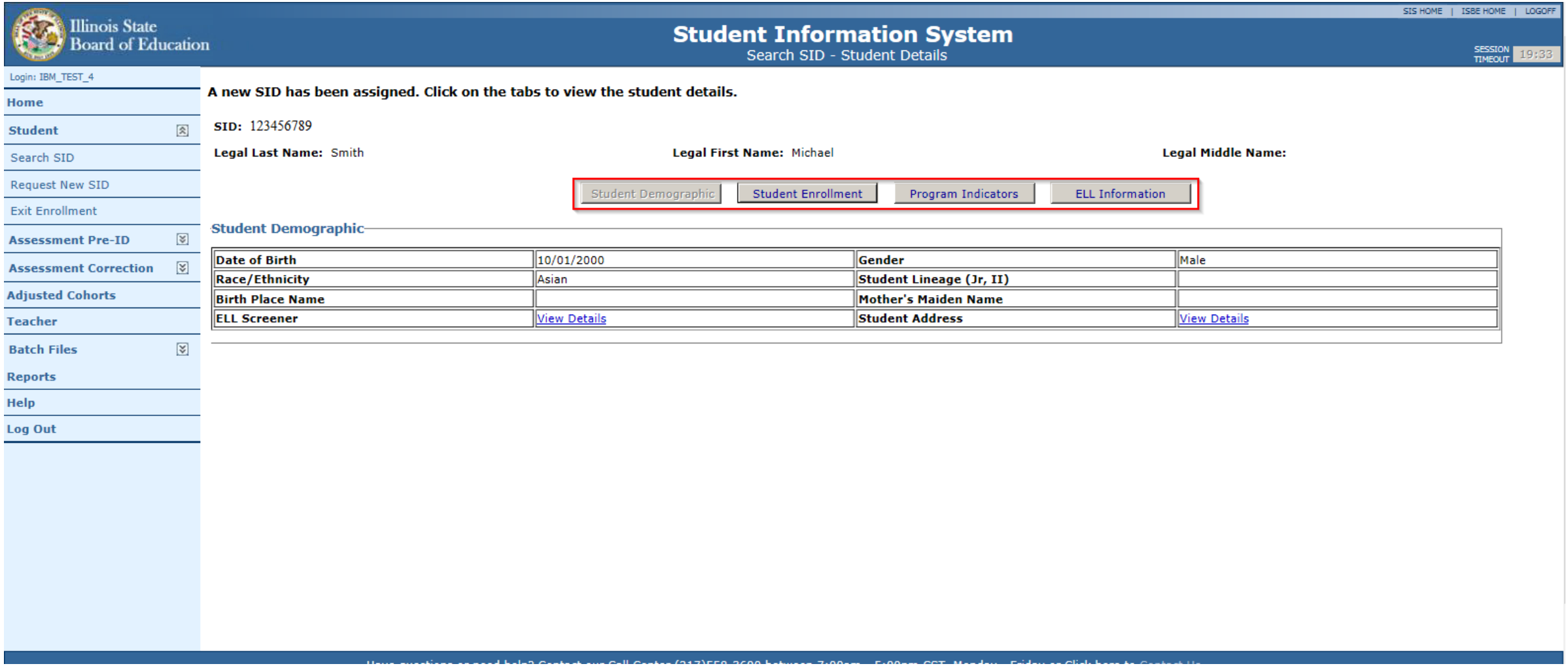
- **Search SID – Search Results**



# Search SID – Preschool Course Assignment



- **Search SID – Student Details**
  - **90% of data to be reported can be found on the Enrollment Tab**



# Preschool Student Course Assignment



## Student Course Assignment Resources

- Student Course Assignment Catalog
  - Prior to Secondary Course Catalog (Grades Pre-K – 8)

- A preschool student course assignment must be entered for each funding type code identified in the Early Childhood program data.
- Pre-K students can ONLY use the following Early Childhood course codes:
  - 73028APFA Preschool for All
  - 73028ASPE Preschool IDEA
  - 73028AEXP Preschool Expansion
  - 73028AHSE Head Start
  - 73028APLD Preschool Local District
  - 73028ATBP Tuition Based Preschool
  - 73028ATIT  Pre-K Title I

Updated catalogs can be found at https://www.isbe.net/Pages/Illinois-State-Course-System.aspx

# Preschool Student Course Assignment



- **Reporting Preschool Student Course Assignments**
  - The purpose for collecting preschool course assignments is to tie a teacher to each funding source identified in the early Childhood data
  - Student Course Assignments need to be entered by December 29 or soon after a student enrolls into the district
- Prior to Secondary (Pre-K) - Student Course Assignments must be submitted as Year Long.
- Course Final Letter Grade/Completion Status – (31) Completed Early Childhood Course

# Preschool Student Course Assignment



- **When a student enrollment is exited, the following grades will be applied:**

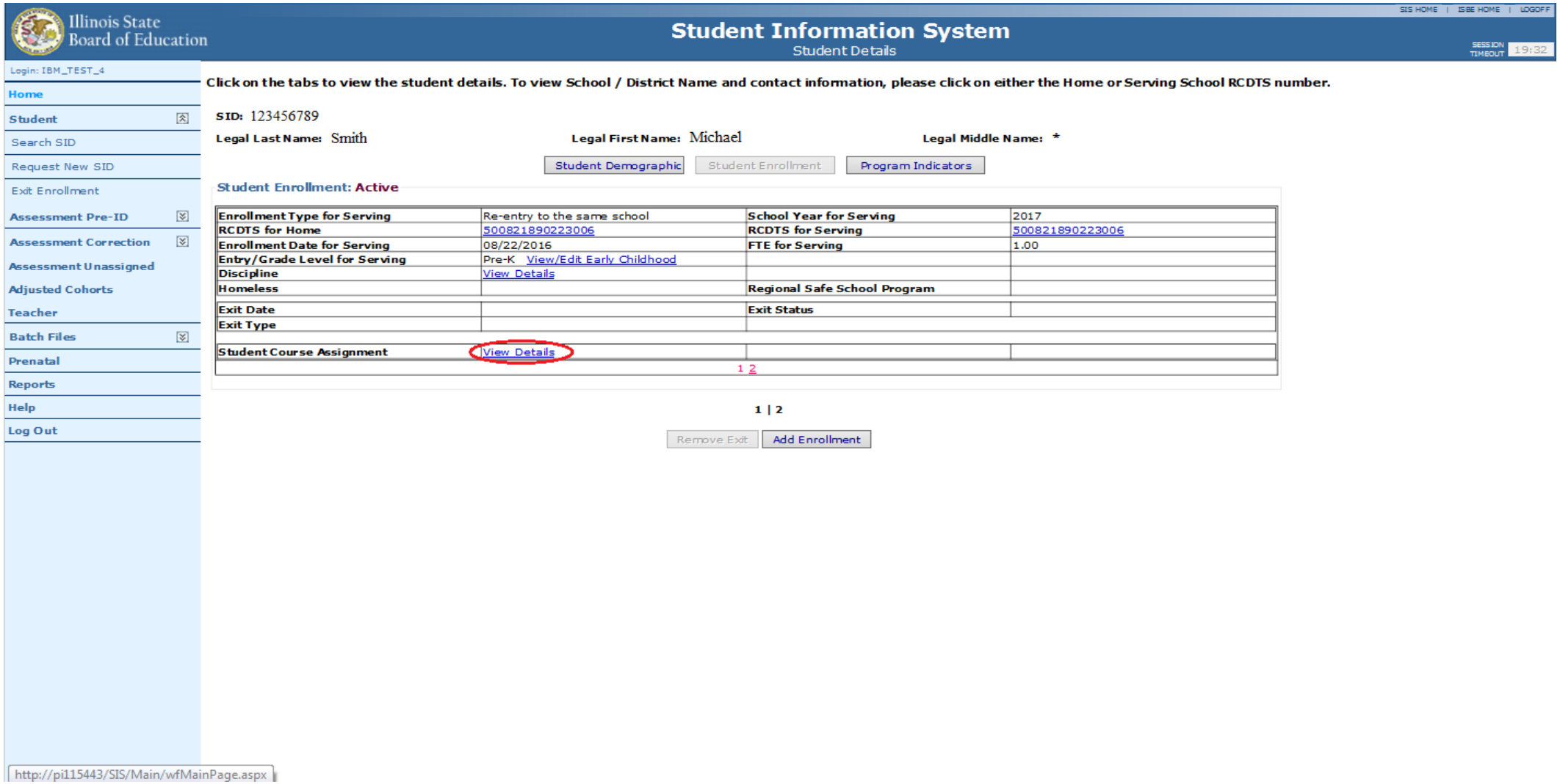
| Code | Definition | Pre-K |
|---|---|---|
| 02 | Transfer to another public school within the district | (31) |
| 03 | Transfer to Home Schooled | (31) |
| 04 | Transfer to Private School | (31) |
| 05 | Promotion | (31) |
| 06 | Graduated | |
| 07 | Death | (31) |
| 08 | Expulsion | (31) |
| 09 | Dropped Out | (31) |
| 10 | Transfer to GED program | |
| 11 | Moved, not known to be continuing | (31) |
| 12 | Retained in same grade or demoted to a lower grade | (31) |
| 14 | Aged Out | |
| 15 | Certificate of Completion | |
| 16 | Victim of a Violent Crime | (31) |
| 17 | Change in Serving School or Percent of Day Attended | (31) |
| 18 | Moved Out of the United States | (31) |
| 19 | Transfer to another public school district out of Illinois | (31) |
| 20 | Transfer to another public school district in Illinois | (31) |
| 99 | Erroneous enrollment | 99 |

- **Course Final Letter Grade/Completion Status** – (31) Completed Early Childhood Course

# Preschool Student Course Assignment



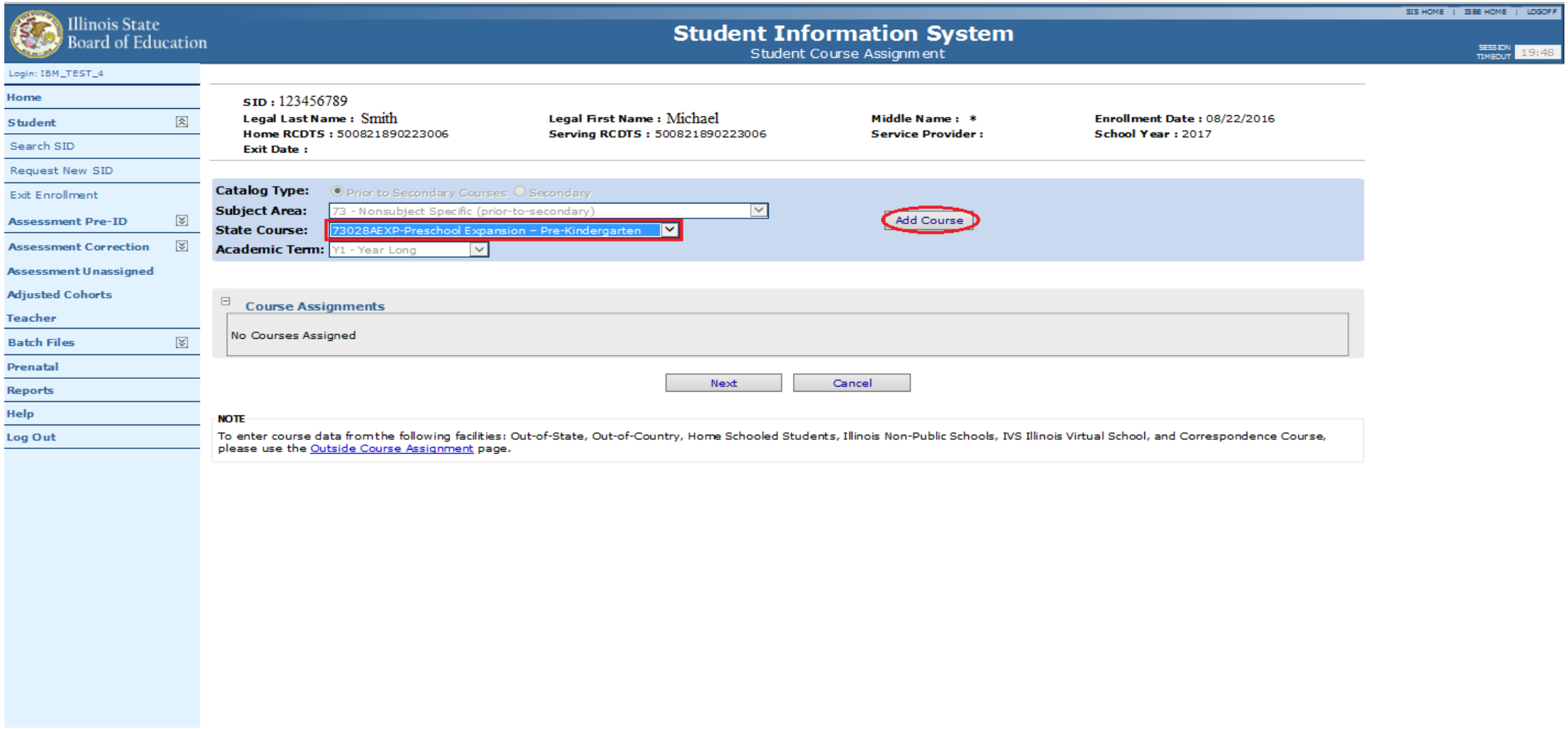
- **Select Student Course "View details"**



# Preschool Student Course Assignment



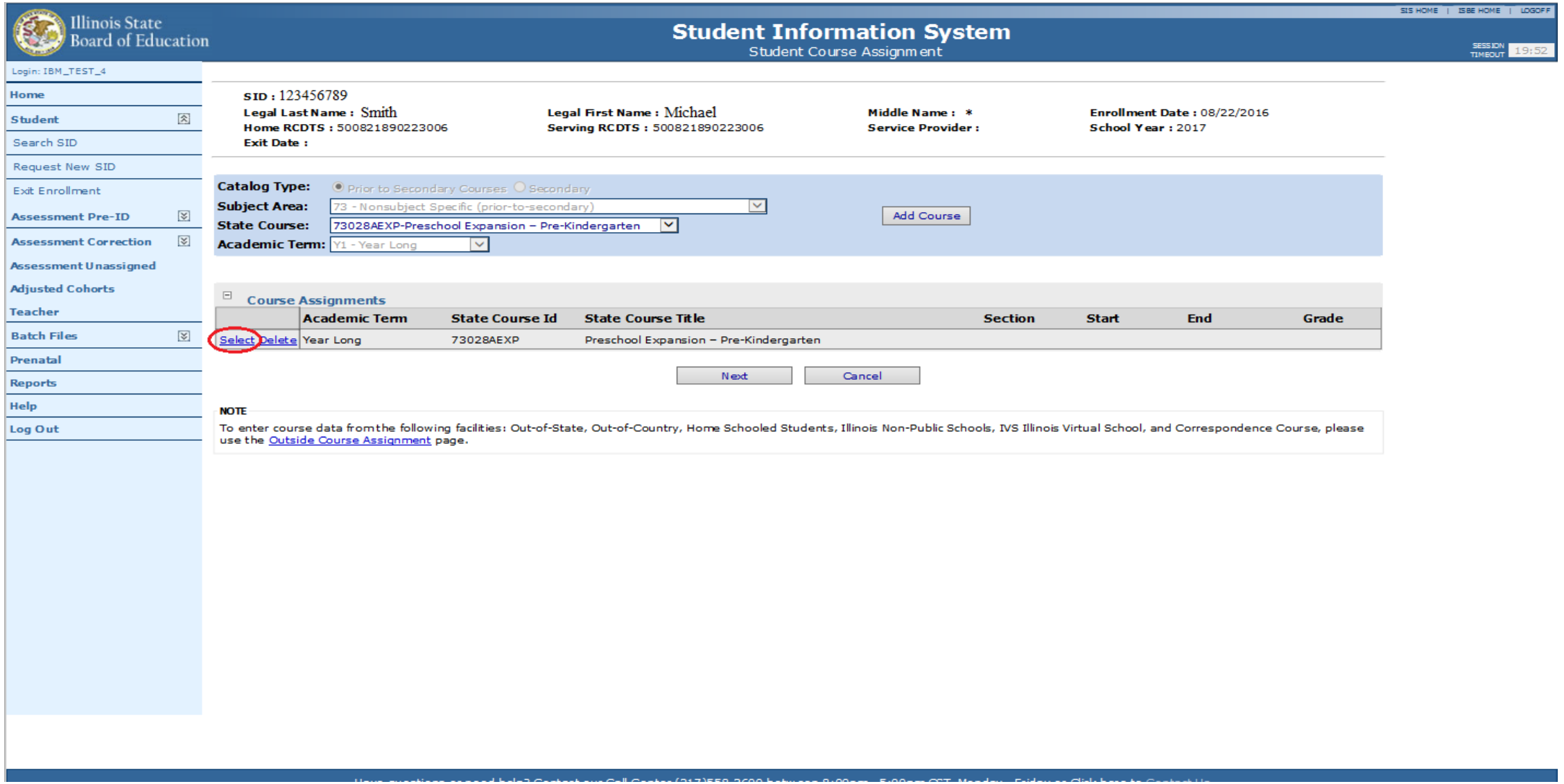
- **Select the Preschool Course**



# Preschool Student Course Assignment



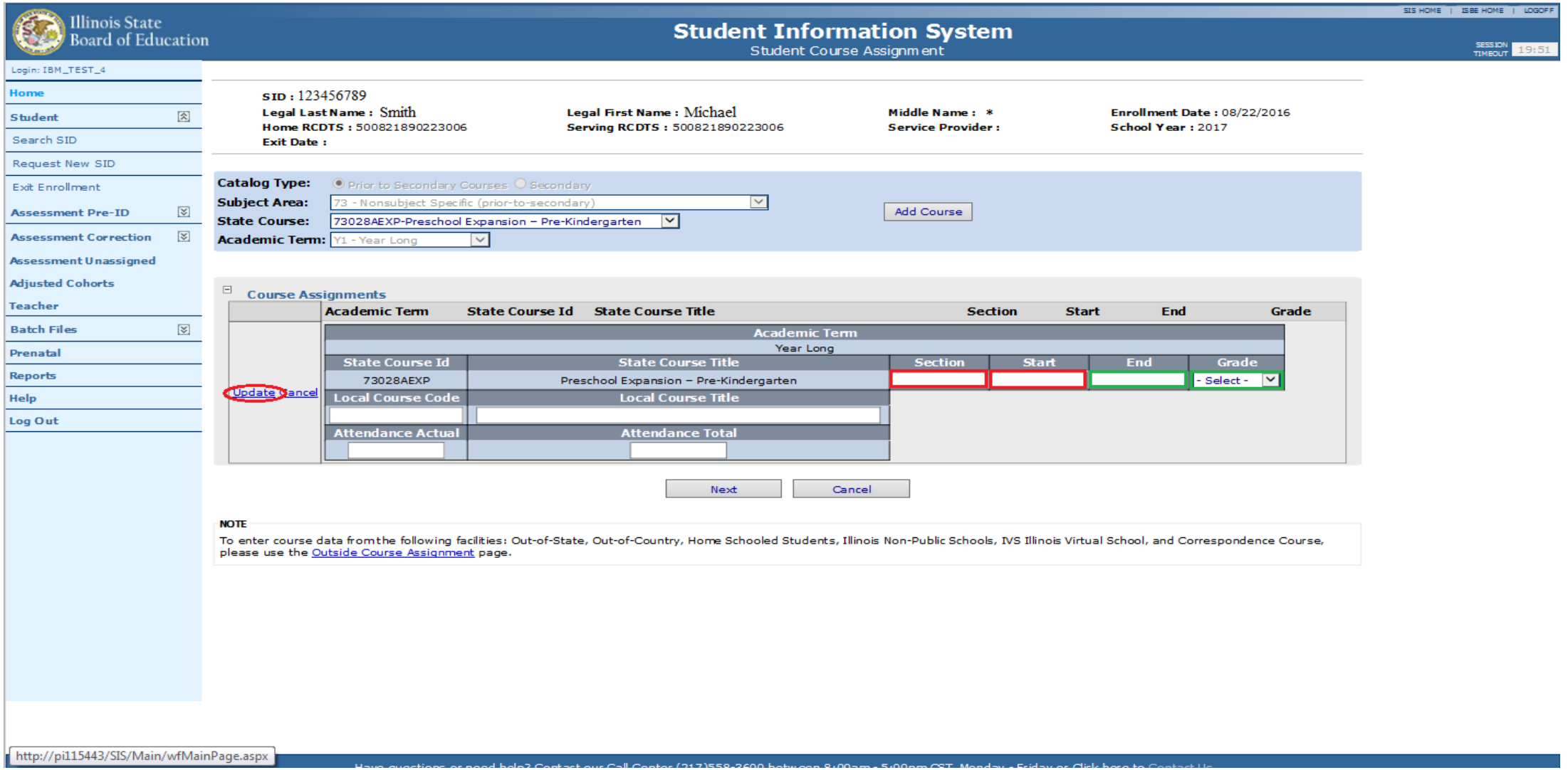
- **Hit "Select" to add the Preschool Course details**



# Preschool Student Course Assignment



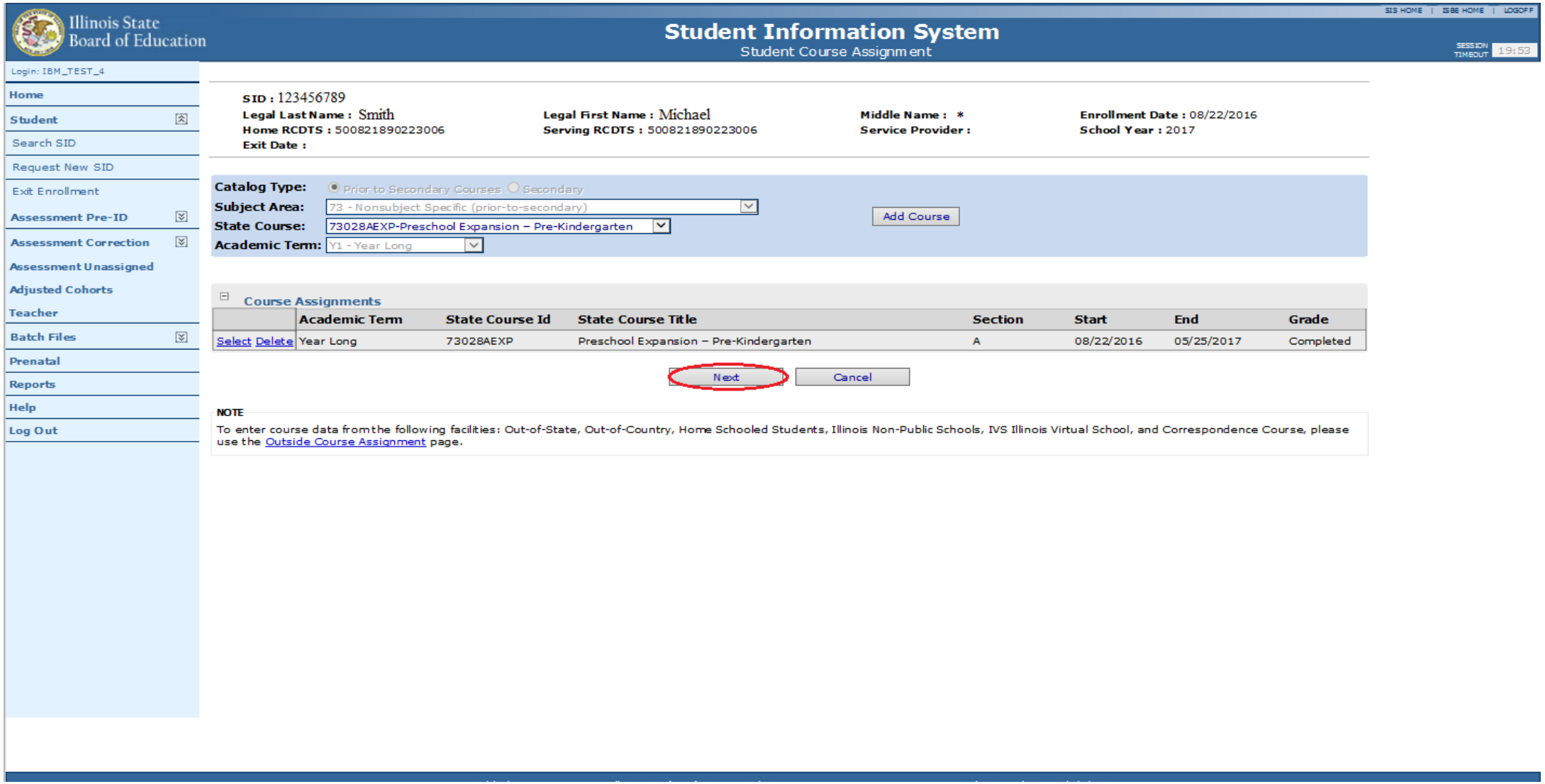
- **Select "Update" to enter the Preschool Course details (Section is important to match a Teacher Course Assignment)**



# Preschool Student Course Assignment



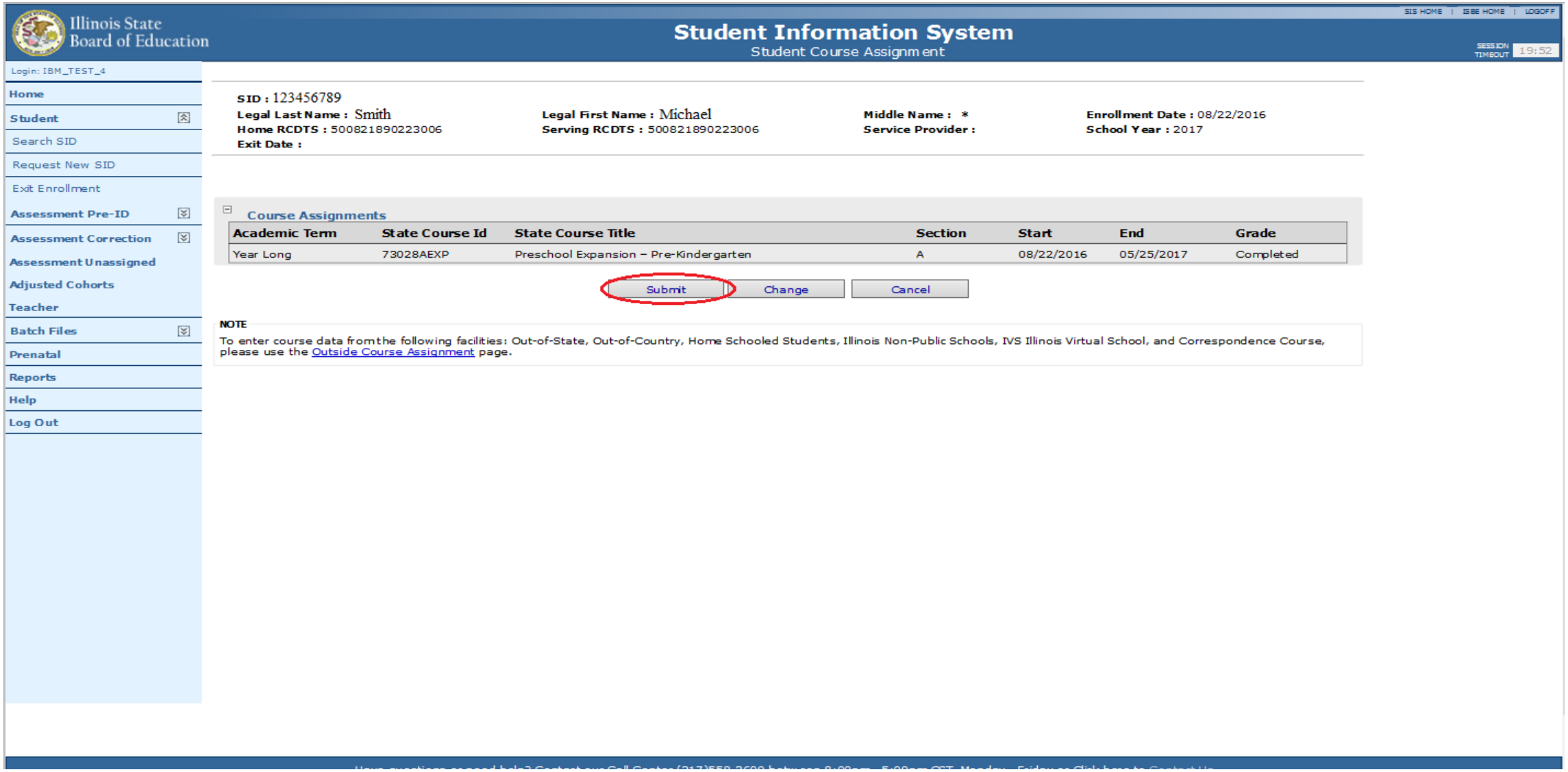
- **Select "Next" to review the Preschool Courses entered**



# Preschool Student Course Assignment



- **Select "Submit" to enter the Preschool Course**



# Preschool Student Course Assignment



- **Linking a Preschool Teacher Course Assignment to a Student Course Assignment – The following items must match:**
  - School Year
  - Student Serving School RCDTS matches Teaching Location RCDTS
  - State Course Code
  - Term
  - Section Number

- **For data quality purposes, it is very important that the appropriate teacher is matched to the correct students**.

ISBE

Illinois State Board of Education

# Teacher Course Assignment

# Teacher Course Assignment

- The Teaching Location District or the Employer District will submit Teacher Course Assignments and “One Teacher to One Student Instruction” data.
- All teachers submitted must have an IEIN number.
- Teacher Course Assignments can be added or updated via Online or Batch.

# Teacher Course Assignment

## Teacher Course Assignment Entry

- **Teacher Course Start Date** - First day of attendance for the teacher
- **Role of Professional** - Specific role of the teacher
  - 01 Teacher of Record
  - 02 Professional Contributor
  - 03 Student Teacher
  - 04 Substitute Teacher
  - 05 Reading/Math Specialist
  - 06 Technology Specialist
  - 07 Social Worker/Psychologist/Counselor
  - 08 Speech/Language Pathologist
  - 10 Proctor
- **Teacher to Course Commitment** - Numeric value of the teacher's course commitment during the duration of the course (decimal format, where 1.00 represents a full-time commitment to the course)

# Teacher Course Assignment

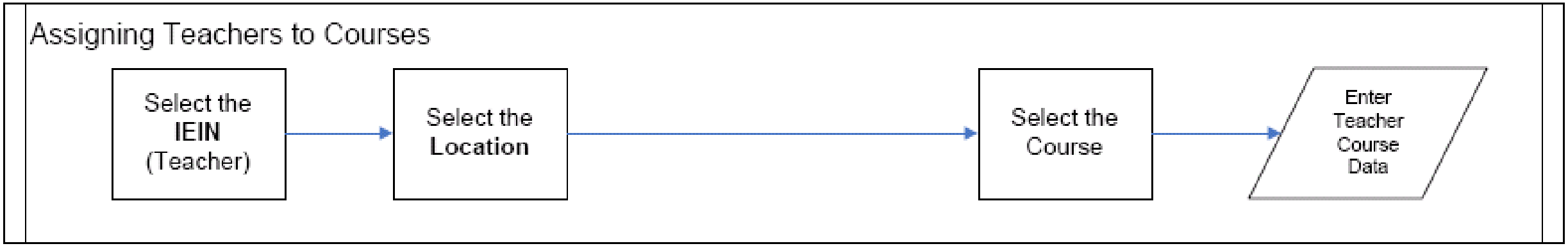
## Teacher Course Assignment Exit

- **Actual Attendance (Classes) [Optional]** - Actual number of class periods of attendance teacher attended per course during the term
- **Total Attendance (Classes) [Optional]** - Total number of class periods of attendance available for the teacher for this course during the term
- **Teacher Course End Date -** Last day of attendance for the teacher
- **Reason for Exit** - Reason why teacher exited the course
  - 01 Course Ended
  - 02 Teacher Resigned/Reassigned/Terminated
  - 03 Leave of Absence
  - 04 Death
  - 05 Teacher Expulsion
  - 99 Erroneous Course Assignment

# Teacher Course Assignment



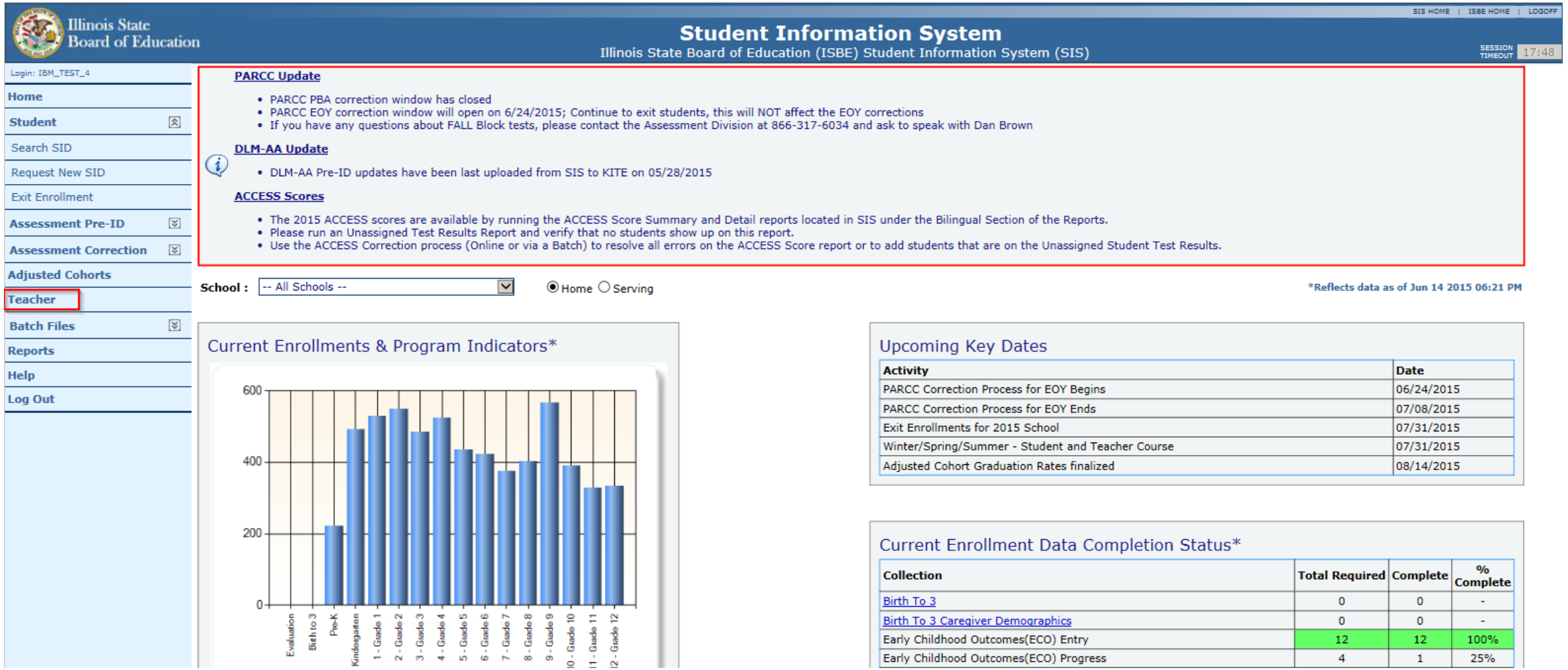
- **Teacher Course Assignment Online Process**



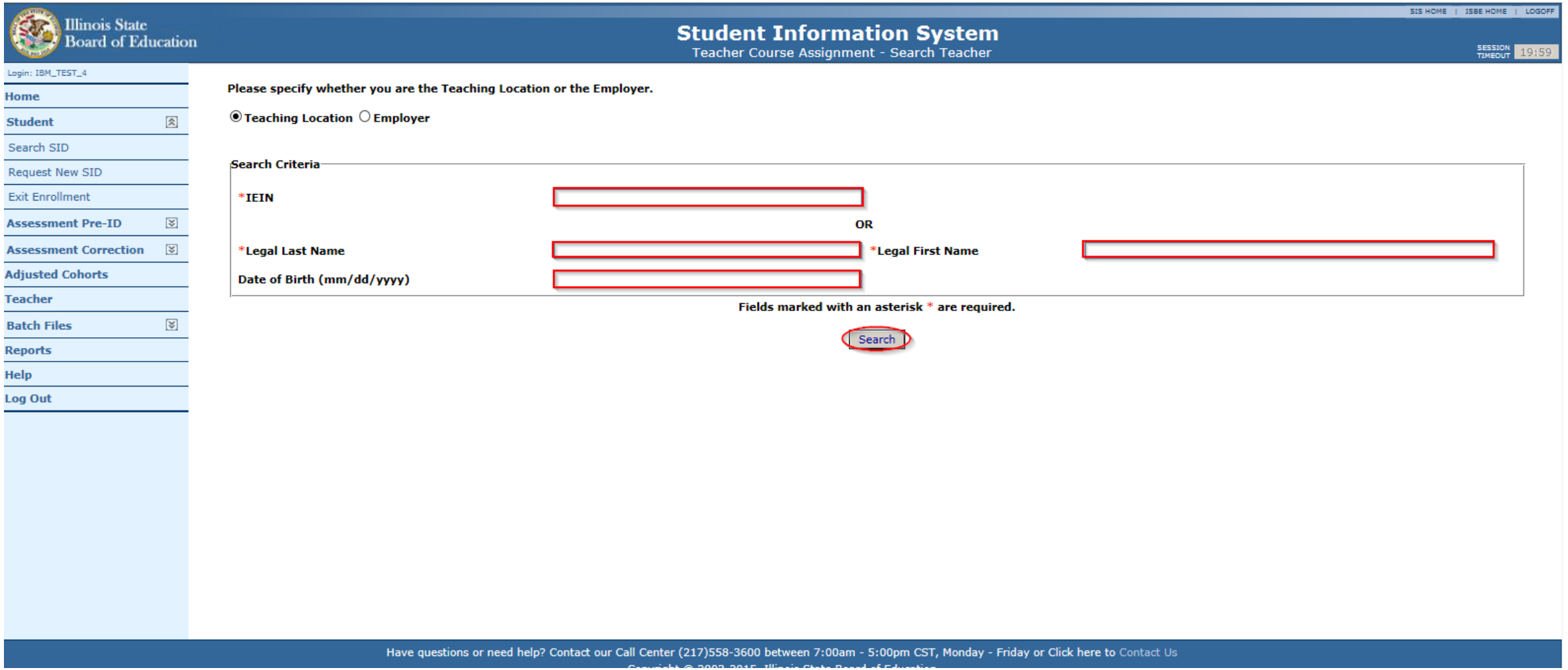
# Teacher Course Assignment



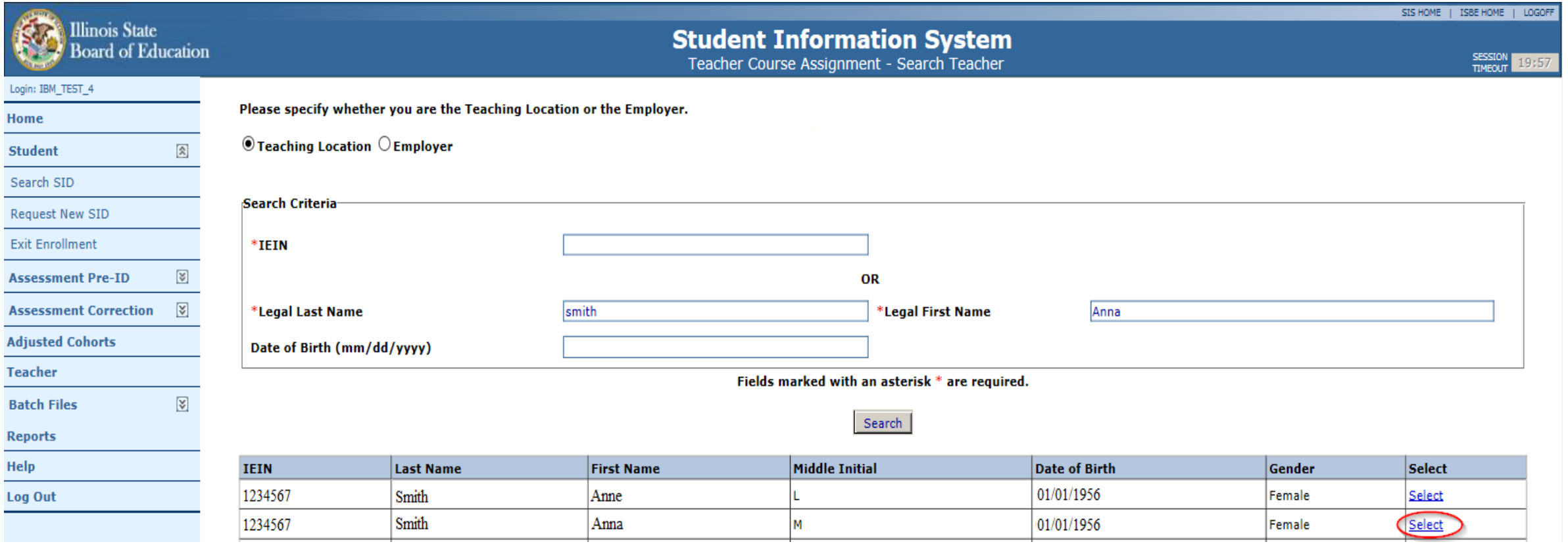
- **SIS District Status Panel**



- **Teacher Search**



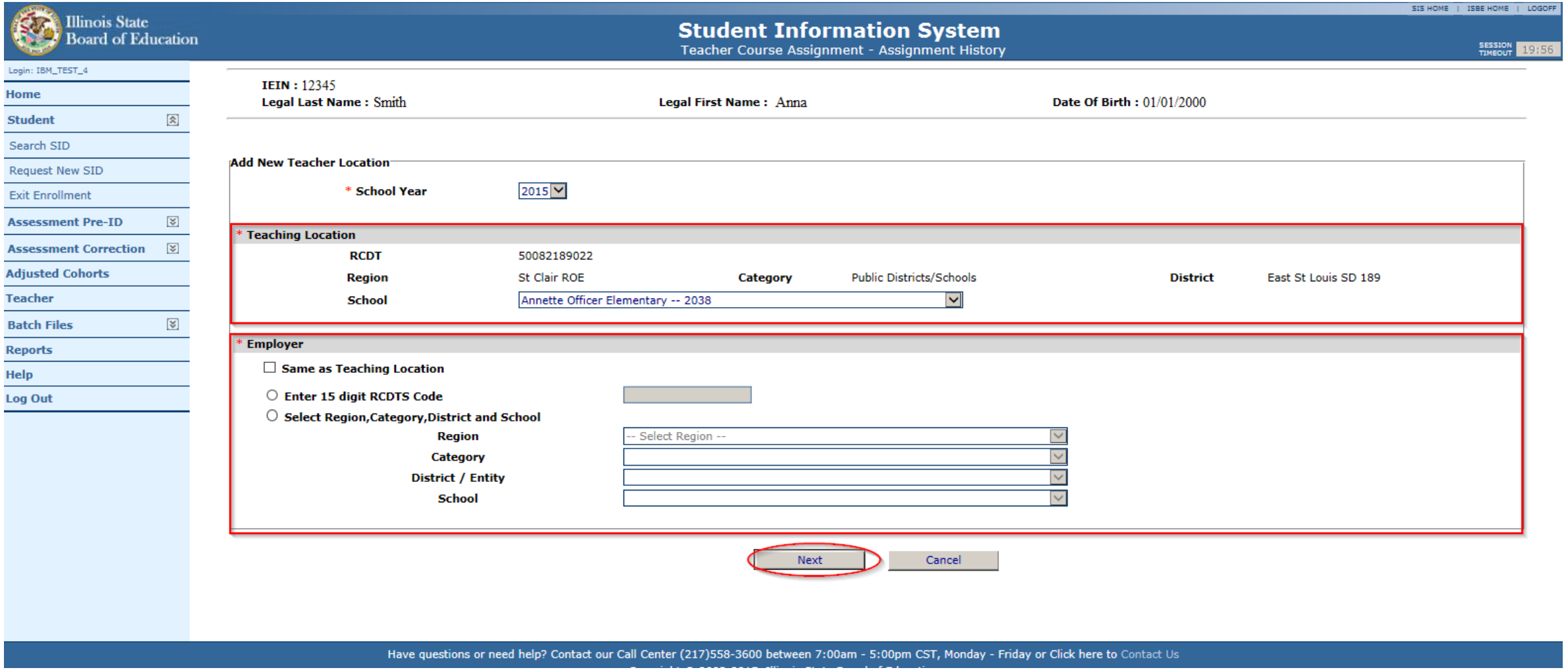
- **Potential Match Summary Page**



# Teacher Course Assignment



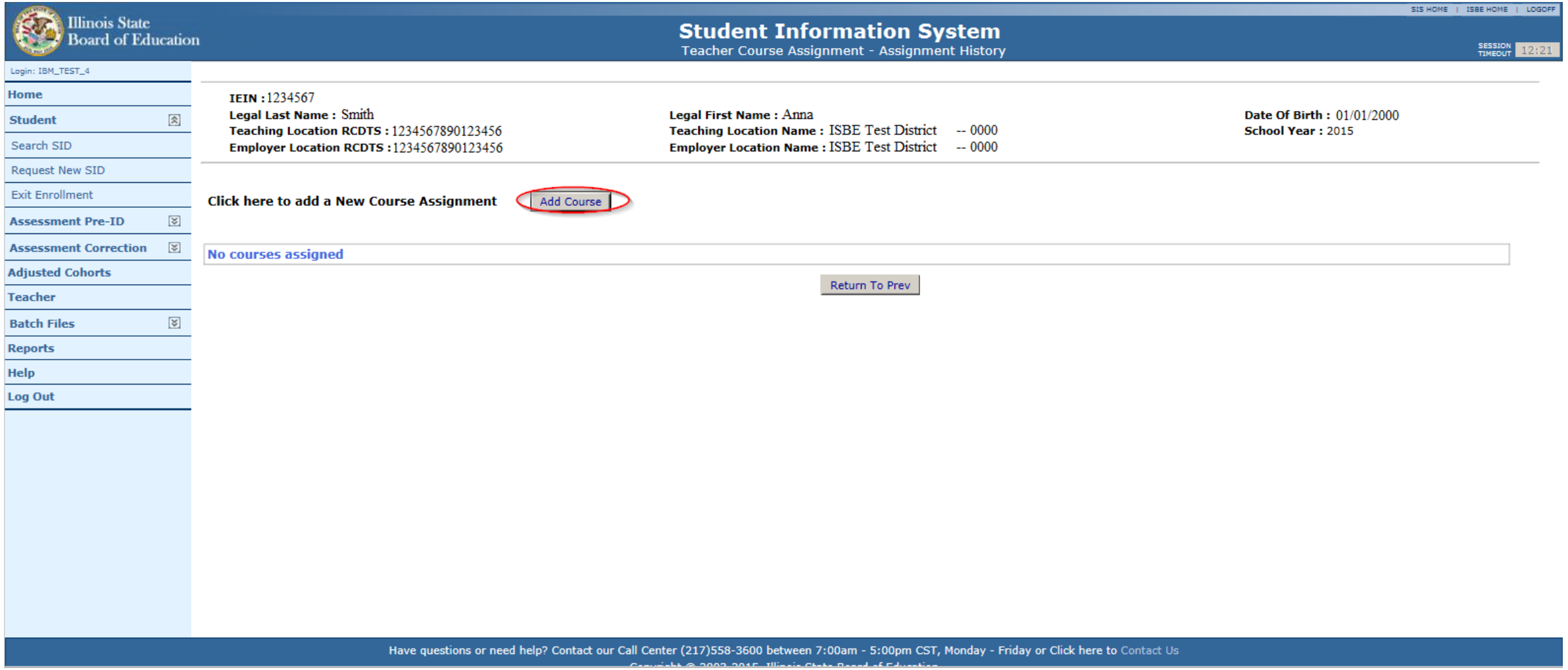
- **Select Teaching Location**



# Teacher Course Assignment



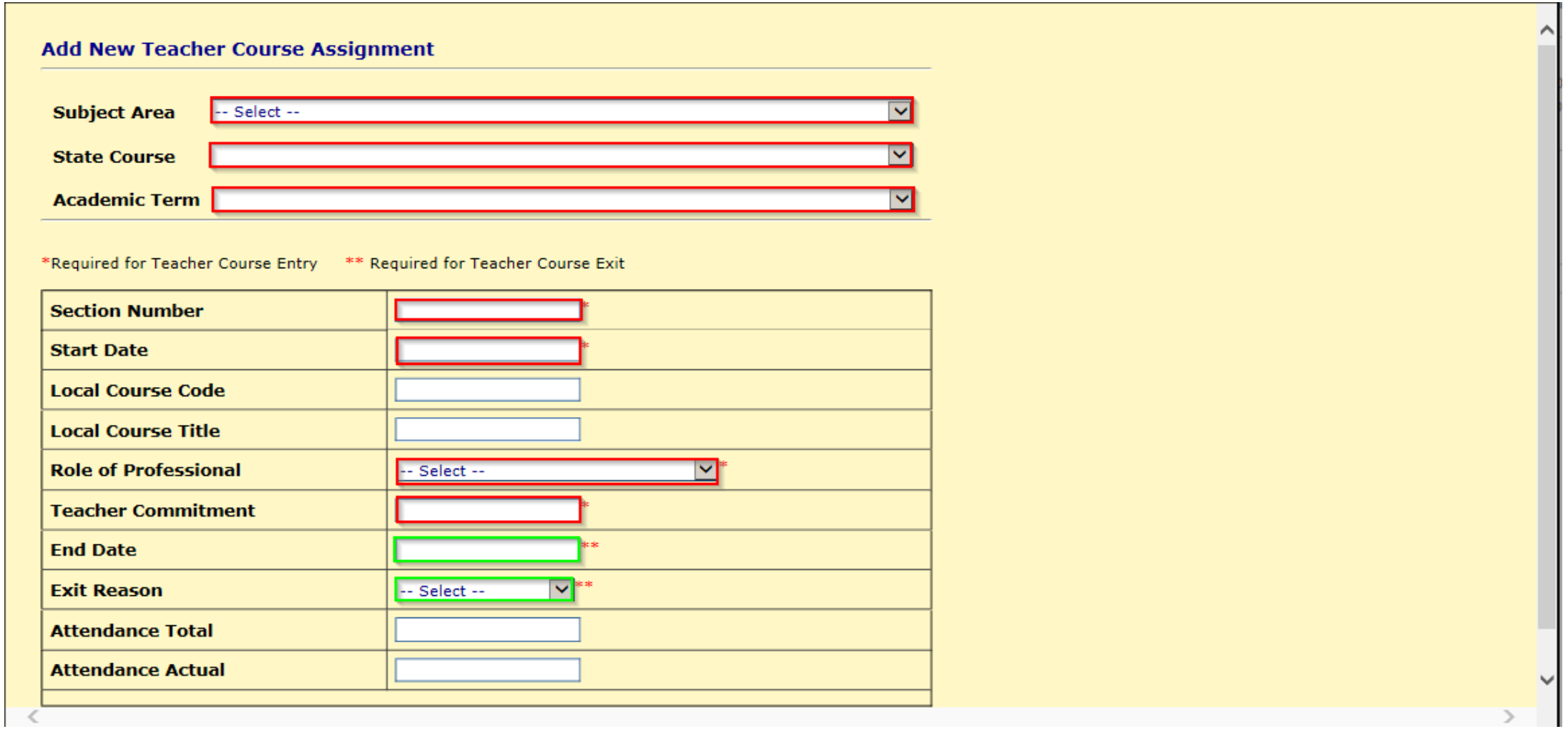
- **Edit Teacher Course Assignments**



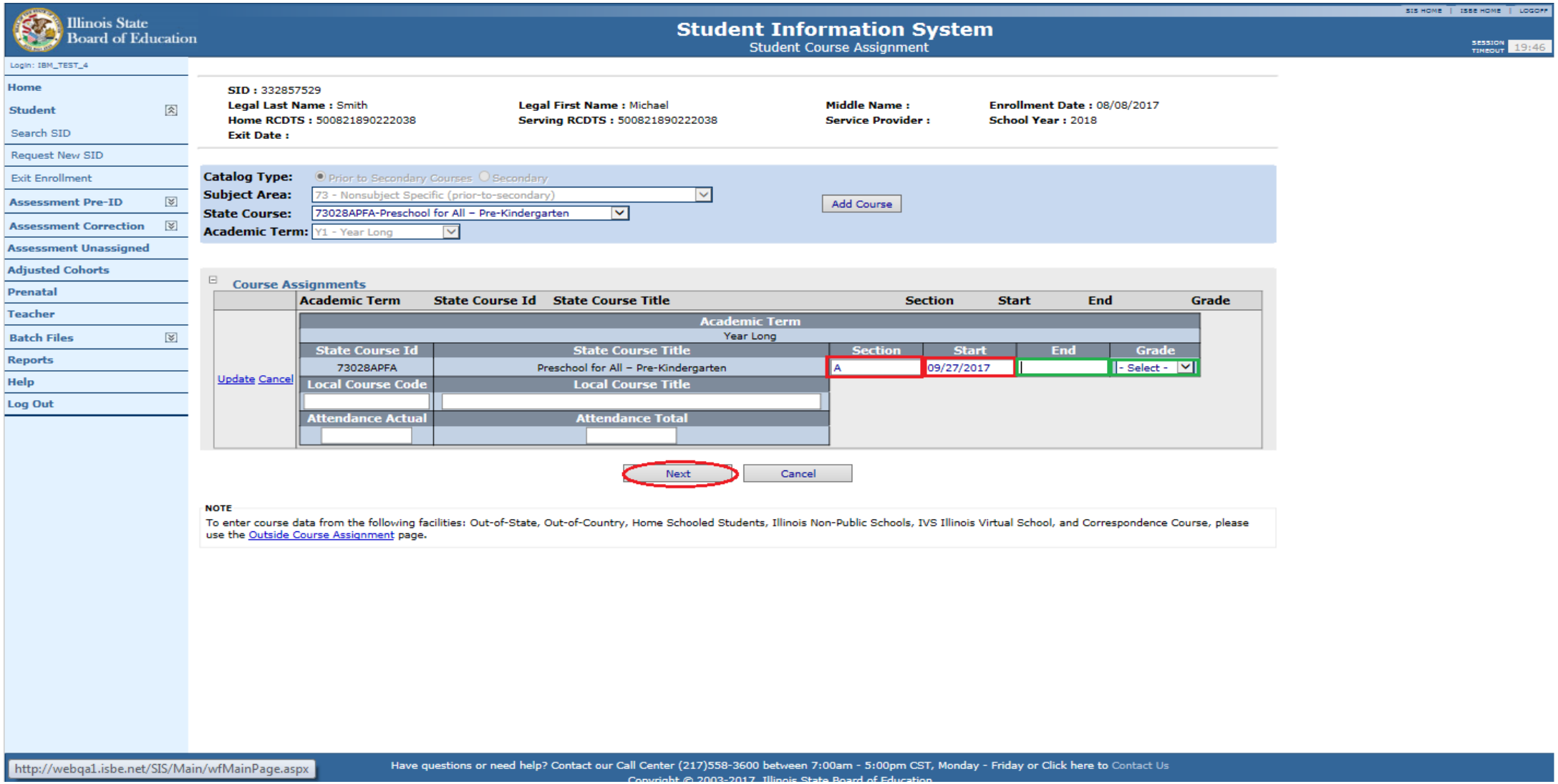
# Teacher Course Assignment



- **Add Course**



- **Select Course**



ISBE

Illinois State Board of Education

# Preschool Course Assignment Questions?

ISBE

Illinois State Board of Education

# Example Preschool Scenarios

# Example Preschool Scenarios



**PDA for Preschool Ages 3-5**

- **Full Day Funding 1.0 (5 hours or more) = full day**

- **Student for Split Enrollments the sum of the two must be 1.0**
- **Split enrollments no funding source can be full day**
- **Split enrollments if one is a Partial day (Funding Source) then the other enrollment can only be less than Half-day (Funding Source)**
- **Classroom could have multiple Funding sources**
  - **PDA 0.50**
    - **Half-day Preschool for all**
    - **Half-day IDEA**
    - **Half-day Local and other**

# Example Preschool Scenarios

## Example Student A

- Enrolled as PDA = 1.00
- Preschool for All Classroom = Full Day
- Preschool for All Expansion = None
- Head Start Funding = None
- Title I Funding = No
- IDEA Funding = None
- Local District Funding = None
- Tuition Based Funding = None
- IDEA Services = No
- Private School Student = No
- Title I Indicator = No

**Student Course Assignment Required**

- 73028APFA Preschool for All

**Teacher Course Assignment Required**

- 73028APFA Preschool for All

## Example Student B

- Enrolled as PDA = 0.50
- Preschool for All Classroom = Half-day
- Preschool for All Expansion = None
- Head Start Funding = None
- Title I Funding = No
- IDEA Funding = None
- Local District Funding = None
- Tuition Based Funding = None
- IDEA Services = No
- Private School Student = No
- Title I Indicator = No

**Student Course Assignment Required**

- 73028APFA Preschool for All

**Teacher Course Assignment Required**

- 73028APFA Preschool for All

# Example Preschool Scenarios

**Example Student C (IDEA Services - IEP)**

- Enrolled as PDA = 1.00
- Preschool for All Classroom = Full Day
- Preschool for All Expansion = None
- Head Start Funding = None
- Title I Funding = No
- IDEA Funding = Less than Half-day
- Local District Funding = None
- Tuition Based Funding = None
- IDEA Services = Yes
- Private School Student = No
- Title I Indicator = No

**Student Course Assignment Required**

- 73028APFA Preschool for All
- 73028ASPE Preschool IDEA

**Teacher Course Assignment Required**

- 73028APFA Preschool for All
- 73028ASPE Preschool IDEA

**Example Student D (IDEA Services - ISP)**

- Enrolled as PDA = 0.25
- Preschool for All Classroom = None
- Preschool for All Expansion = None
- Head Start Funding = None
- Title I Funding = No
- IDEA Funding = Less than Half-day
- Local District Funding = None
- Tuition Based Funding = None
- IDEA Services = Yes
- Private School Student = Yes
- Title I Indicator = No

**Student Course Assignment Required**

- 73028ASPE Preschool IDEA

**Teacher Course Assignment Required**

- 73028ASPE Preschool IDEA

# Example Preschool Scenarios

**Example Student E (IDEA Services - IEP)**

- Enrolled as PDA = 0.75
- Preschool for All Classroom = Partial day
- Preschool for All Expansion = None
- Head Start Funding = None
- Title I Funding = No
- IDEA Funding = Half-day
- Local District Funding = None
- Tuition Based Funding = None
- IDEA Services = Yes
- Private School Student = No
- Title I Indicator = No

**Student Course Assignment Required**

- 73028APFA Preschool for All
- 73028ASPE Preschool IDEA

**Teacher Course Assignment Required**

- 73028APFA Preschool for All
- 73028ASPE Preschool IDEA

**Example Student F**

- Enrolled as PDA = 0.50
- Preschool for All Classroom = Half-day
- Preschool for All Expansion = None
- Head Start Funding = Yes
- Title I Funding = None
- IDEA Funding = None
- Local District Funding = None
- Tuition Based Funding = Half-day
- IDEA Services = No
- Private School Student = No
- Title I Indicator = No

**Student Course Assignment Required**

- 73028APFA Preschool for All
- 73028ATBP Tuition Based Preschool

**Teacher Course Assignment Required**

- 73028APFA Preschool for All
- 73028ATBP Tuition Based Preschool

# Example Preschool Scenarios

## Example Student G

- Enrolled as PDA = 0.50
- Preschool for All Classroom = None
- Preschool for All Expansion = None
- Head Start Funding = None
- Title I Funding = No
- IDEA Funding = None
- Local District Funding = Half-day
- Tuition Based Funding = None
- IDEA Services = No
- Private School Student = No
- Title I Indicator = No

**Student Course Assignment Required**

- 73028APLD Preschool Local District

**Teacher Course Assignment Required**

- 73028APLD Preschool Local District

## Example Student H

- Enrolled as PDA = 0.50
- Preschool for All Classroom = Half-day
- Preschool for All Expansion = None
- Head Start Funding = None
- Title I Funding = Yes
- IDEA Funding = None
- Local District Funding = None
- Tuition Based Funding = None
- IDEA Services = No
- Private School Student = No
- Title I Indicator = Yes (Targeted)

**Student Course Assignment Required**

- 73028APFA Preschool for All
- 73028ATIT Pre-K Title I

**Teacher Course Assignment Required**

- 73028APFA Preschool for All
- 73028ATIT Pre-K Title I

# Example Preschool Scenarios

- Blended Classrooms would combine all examples of students into one Classroom. Each type of funding needs to be reported separately.

## Class

- Student 1
  - 73028APFA Preschool for All
- Student 2
  - 73028APFA Preschool for All
  - 73028ASPE Preschool IDEA
- Student 3
  - 73028APFA Preschool for All
  - 73028ATIT Pre-K Title I

Teacher 1
- 73028APFA Preschool for All
- 73028ATIT Pre-K Title I

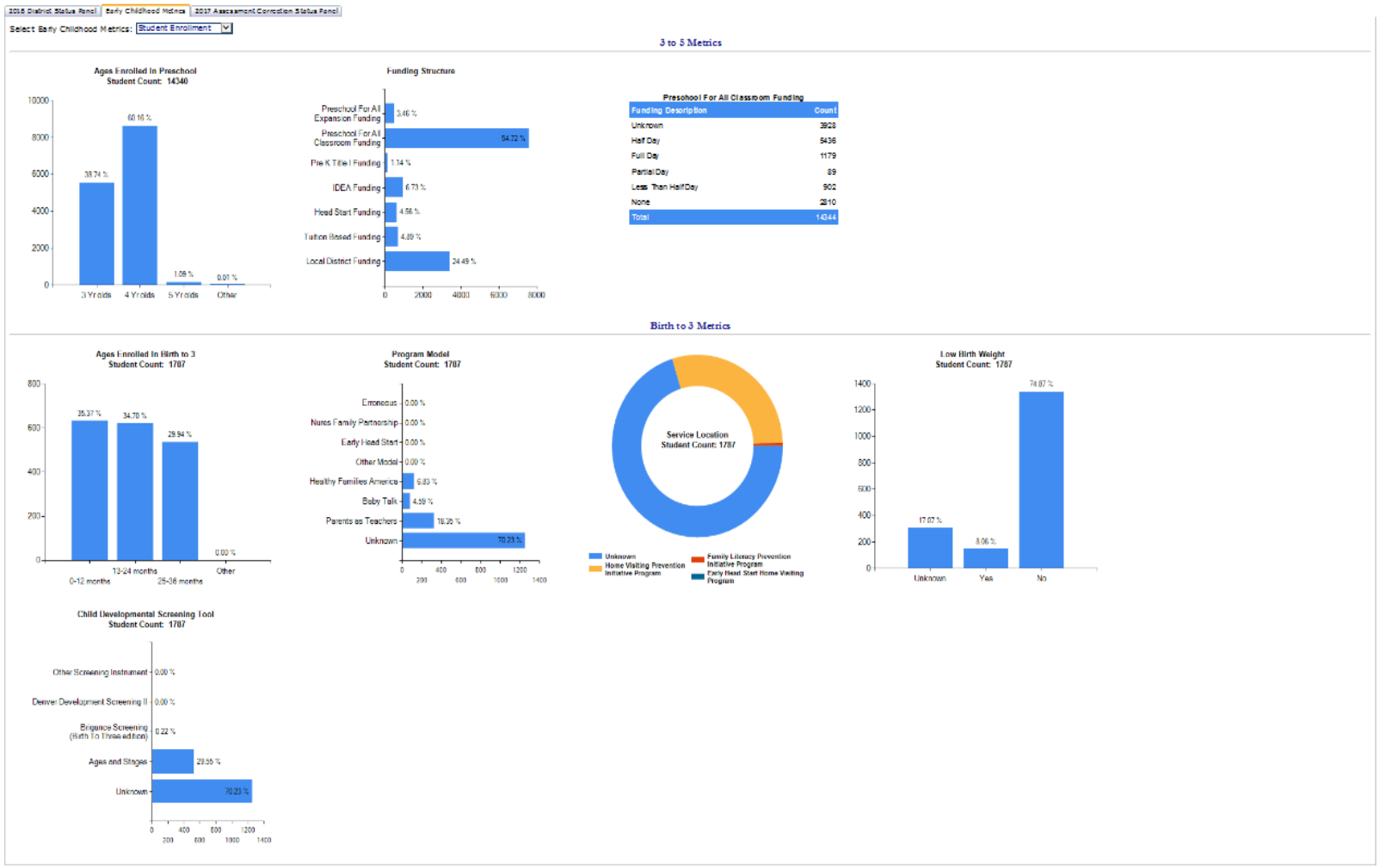
Teacher 2 (Sped ED)
- 73028ASPE Preschool IDEA

ISBE

Illinois State Board of Education

# Early Childhood Metrics Status Panel

# Early Childhood Metrics Status Panel




**Early Childhood Metrics Status Panel**

- Hover your mouse over the chart for counts
- If the district does not have the applicable data the charts will not be displayed
  - Instead a "No data to display" message will display

# Early Childhood Metrics Status Panel

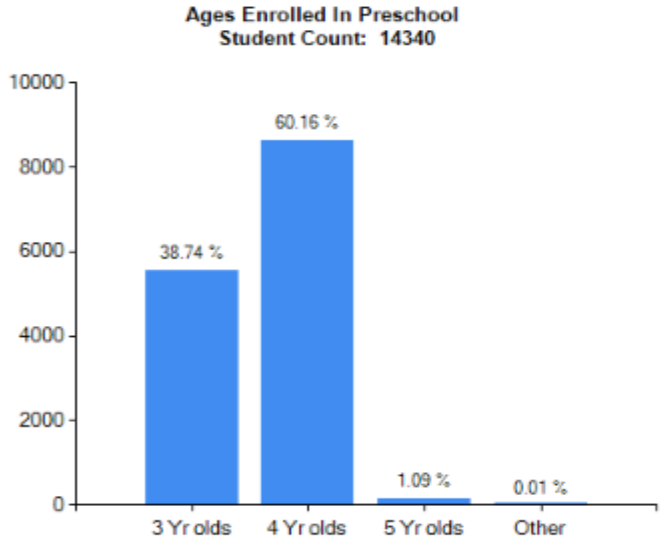


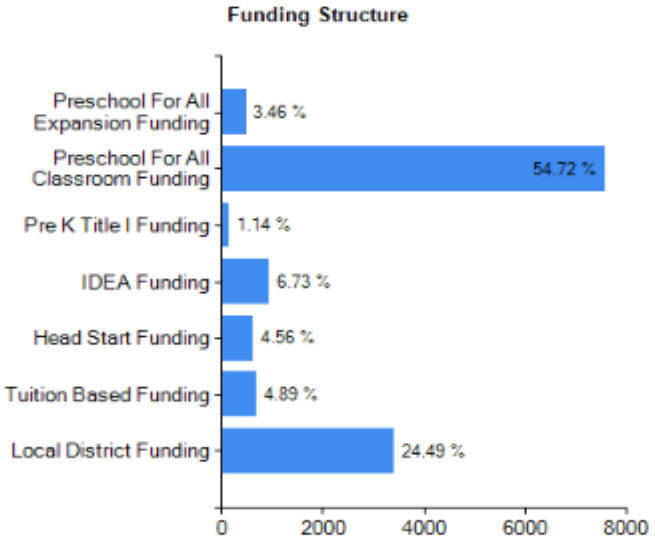
## Preschool Ages 3-5 Metrics

- Select Funding Structure to change Funding Description details

Select Early Childhood Metrics: Student Enrollment

3 to 5 Metrics

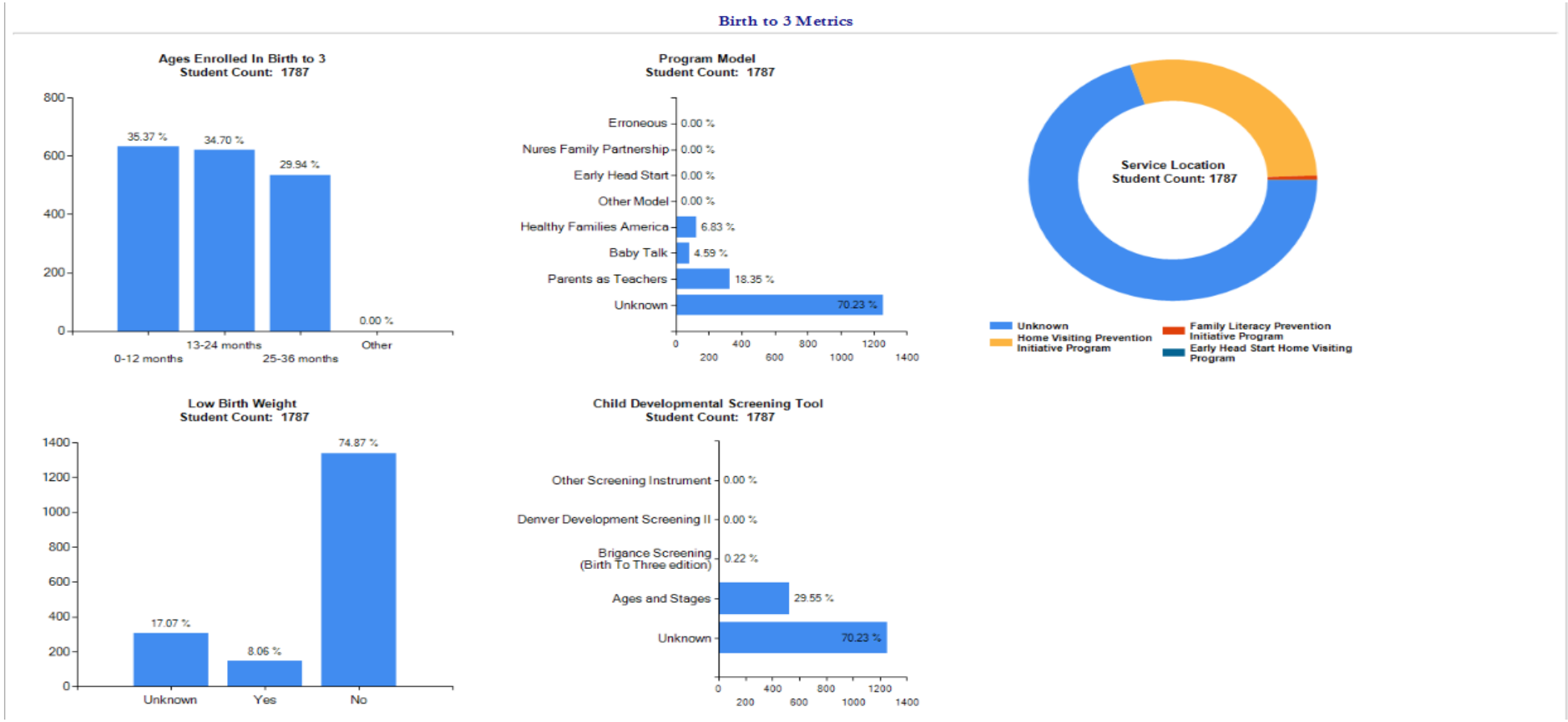



Preschool For All Classroom Funding

| Funding Description | Count |
|---|---|
| Unknown | 3928 |
| Half Day | 5436 |
| Full Day | 1179 |
| Partial Day | 89 |
| Less Than Half Day | 902 |
| None | 2810 |
| Total | 14344 |

## Birth to 3 Metrics

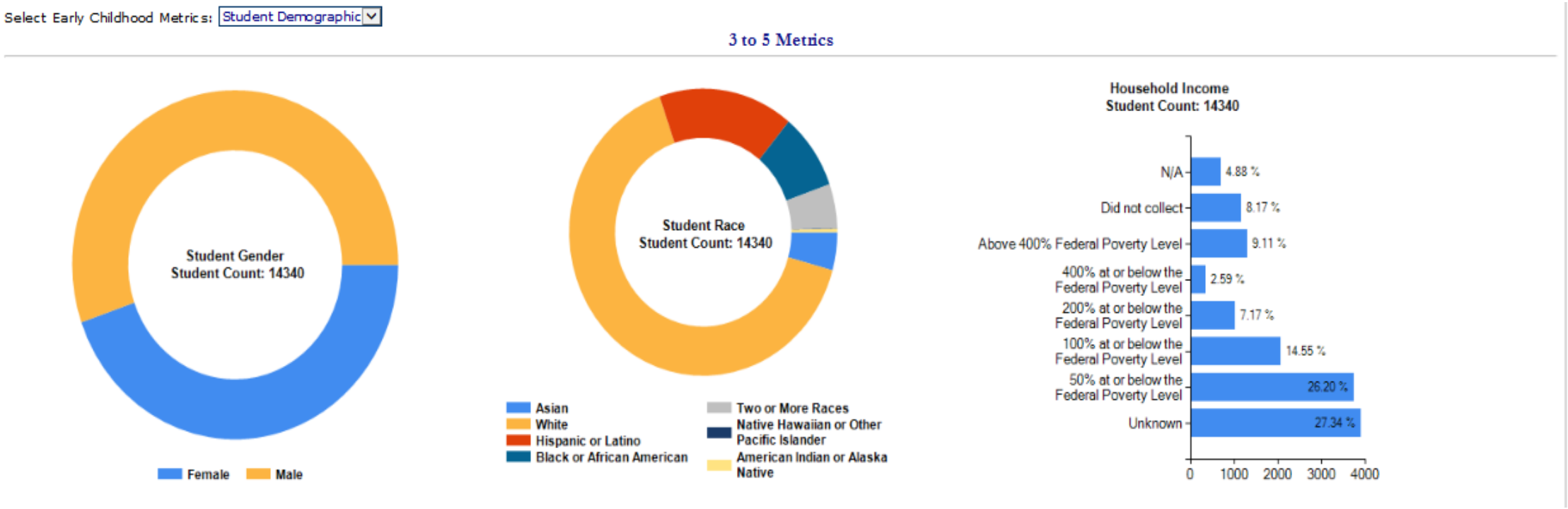


# Early Childhood Metrics Status Panel



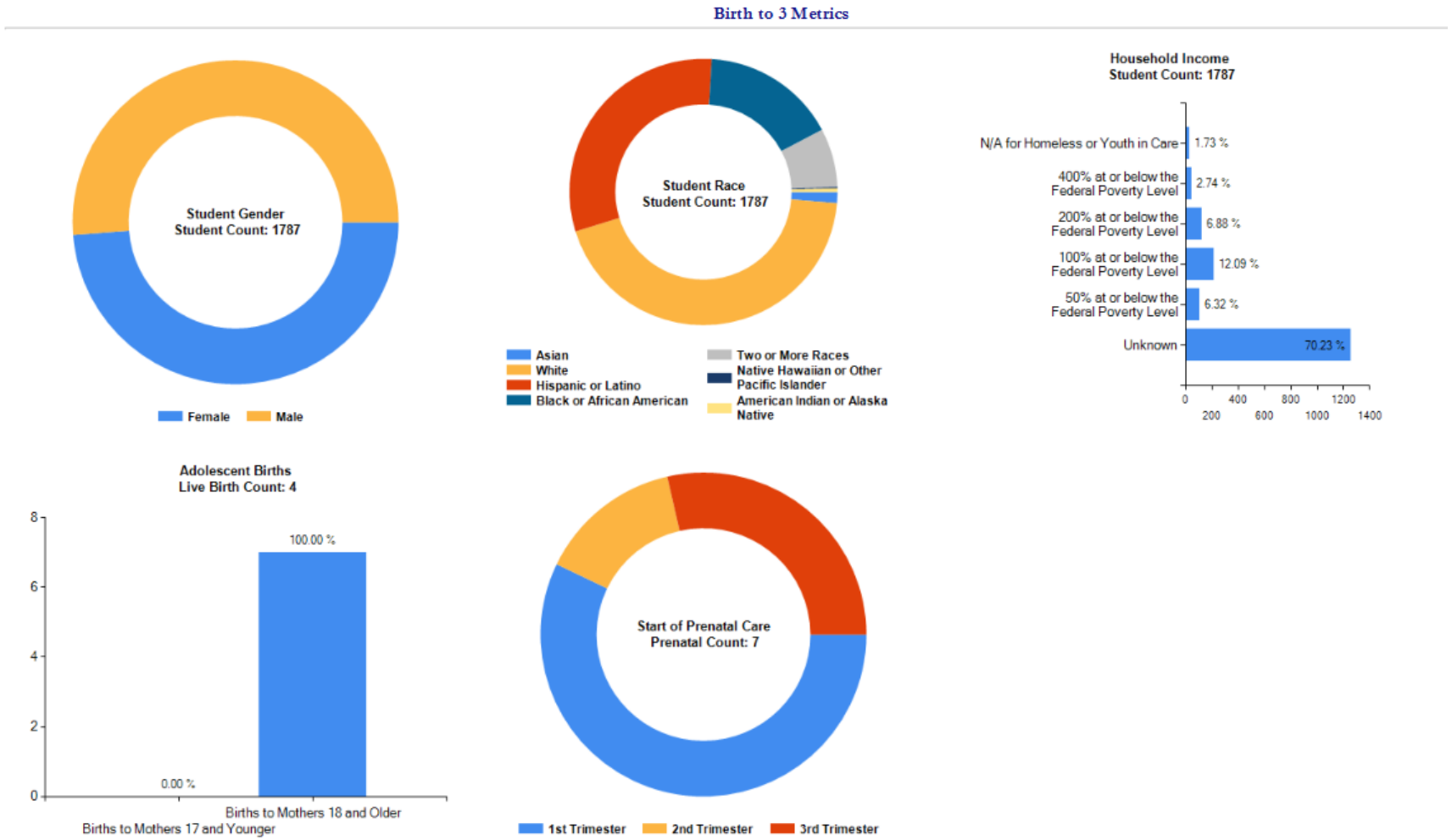
## Preschool Ages 3-5 Metrics

- Student demographic details



# Early Childhood Metrics Status Panel



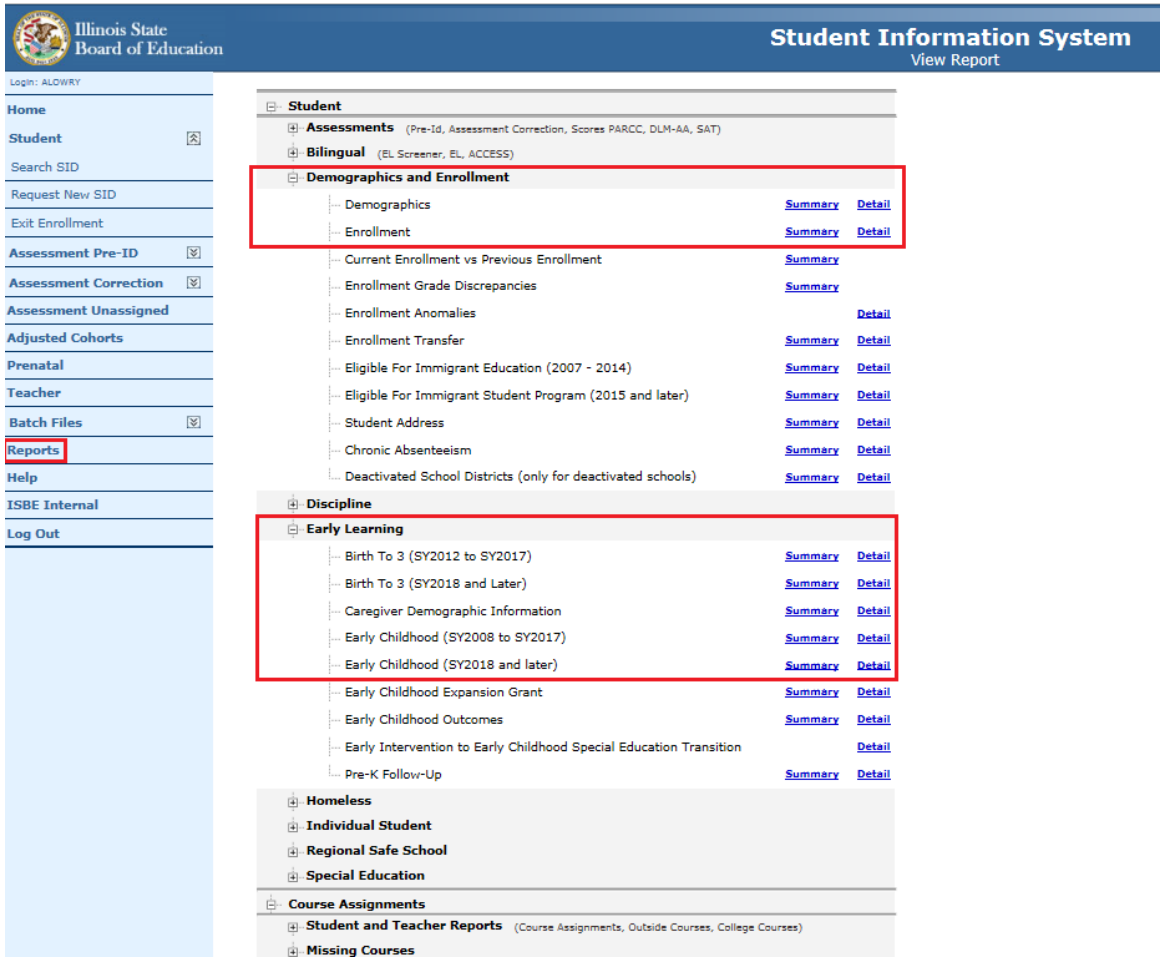



## Birth to 3 Metrics

- Student demographic details

# Early Childhood Metrics Status Panel

- Use the SIS reports to verify the data on the Early Childhood Metric Status Panel



ISBE

Illinois State Board of Education

# Early Childhood Ages 3-5 data cleanup

# Early Childhood Ages 3-5 data cleanup



## Students entered without all required Early Childhood Data fields

Current Enrollment Data Completion Status*

| Collection | Total Required | Complete | % Complete |
|---|---|---|---|
| Prenatal | 104 | 15 | 14% |
| Birth To 3 | 3117 | 885 | 28% |
| Birth To 3 Caregiver Demographics | 3117 | 1447 | 46% |
| Early Childhood Outcomes(ECO) Entry | 9487 | 7667 | 80% |
| Early Childhood Outcomes(ECO) Progress | 5889 | 4266 | 72% |
| Early Childhood | 30306 | 26081 | 86% |
| English Learners (EL) | 142256 | 76842 | 54% |
| EL Screener | 29032 | 17434 | 60% |
| Homeless | 18262 | 11237 | 61% |
| Eligible for Immigrant Student Program | 111037 | 110968 | 99% |
| Student Address for NEW IDEA students | 194774 | 190844 | 97% |
| Regional Safe Schools Program (RSSP) | 1124 | 386 | 34% |
| Student Discipline | NA | 1846 | NA |
| Secondary Courses Missing Final Letter Grade | 701078 | 0 | 0% |

# Early Childhood Ages 3-5 data cleanup

## Students identified as IDEA Services “Yes” but No IDEA Funding identified

- Login Into IWAS/SIS
- Select “Reports”
- Expand “Early Learning”
- Select the Early Childhood – “Detail” report
  - On the Criteria Screen Select IDEA Services “Yes”,  IDEA Funding “None”
- Correct any students that do not have some type of IDEA funding selected

ISBE

Illinois State Board of Education

# Questions?

ISBE

Illinois State Board of Education

# Upcoming Key Dates

# Upcoming Key Dates



| Event | Date |
|---|---|
| School Year 2018 Fall Enrollment submissions due | October 13, 2017 4:00 p.m.<br>**Deadline** |
| Fall of School Year 2018 (2017-2018) - Teacher and Student Course Assignment data due | December 29, 2017 4:00 p.m.<br>**Deadline** |

# ISBE Contact Information

- **Assistance is available when you need it:**

  - ISBE Help Desk
    - (217) 558-3600 – Option 3 – 8:00 a.m. to 5:00 p.m.
    - help@isbe.net
  - ISBE Early Childhood
    - (217) 524-4835– 8:00 a.m. to 4:00 p.m.

  - ISBE SIS Information Website
    - https://www.isbe.net/Pages/Student-Information-System.aspx

ISBE

Illinois State Board of Education

# Thank You!