Illinois State Board of Education

Statewide SIS Training

Student Information System

School Year 2020

Agenda

- Welcome / Introductions
- Objectives
- ISBE SIS Resources
- ISBE Contact Information
- Overview: The Student Information System (SIS)
- Accessing SIS
- SIS School Year at a Glance
- Batch Files
- Ed360
- ISBE Contact Information

Welcome / Introductions

Presenters

- Adam Lowery
  SIS Project Manager
- Lindsay DeRosa
  SIS Lead Business Analyst
- Tandi Turner
  ISBE SIS Business Analyst

Other Members of the SIS Team

- Neli Kelley
  SIS Development Team
- Amsa Easwaran
  SIS Development Team
- Mike Kowalski
  SIS Development Team
- Mike Pflugmacher
  SIS Development Team
- Don Finch
  SIS IT Technical Lead
- Pavithra Shetty
  SIS IT Technical Lead
- Roy Williamson
  ISBE SIS Business Analyst

Objectives

- Efficient material presentation - cover over 150 slides an hour
- Discuss SIS data updates
  - Update local student software package and send updates
  - Search SID – Enrollment tab – 90%
- Identify source information of data categories and due dates
  - https://www.isbe.net/Pages/Student-Information-System-Key-Dates.aspx
- Explain common problems exiting a student's enrollment
  - Missing Data: District Status Panel - Data Completion Status Chart
- System functionality review - SIS is a pattern driven system: new collections will function the same as old collections
  - Online
  - Batch Files
  - Reports

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 4:30 p.m.
    - help@isbe.net

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

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Student Information System (SIS) Overview

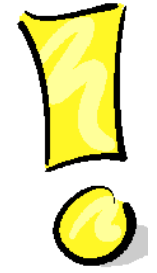
Overview: The Student Information System

- **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
  - Reduce data collection burden on schools, districts, and facilities
  - Enhance the use and relevance of state data by districts and schools
  - Respond to the accountability and 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 **(Area Career Centers, Special Education Private Facilities, Regional Safe Schools, etc.)**



Overview: The Student Information System

ISBE Data Transfer Web Service for Batch Automation

This service is suitable for both LAN and Web applications and also works for ISBE Web Application Security System (IWAS) and Non-IWAS based systems. The web service provides a method for entities outside of ISBE to programmatically automate the sending and retrieving of batch data to any system. Any modern programming language should have the ability to call a web service to automate the sending and retrieving of batch data.

Each user of the web service will need a unique Activation Key which identifies the user and the system the batch data is associated with. Generally the ISBE system you are working with will provide a method for you to create an activation key.

The web service is hosted on a secure web server so all data transfers will be secure and encrypted so there is no need for external encryption or decryption of data.

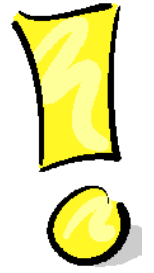
All SIS formats are supported.

300+ Districts are currently using the web service.

Overview: The Student Information System

Data submitted to SIS is used for the following reports:

- Student Course Assignment
- Teacher Course Assignment
- Average Daily Attendance (ADA)
- Student Discipline
- Advanced Coursework (Dual Credit, AP and IB)
- Freshman on Track
- 8th Graders Taking Algebra I
- Graduation Rates
- Drop Out Rates
- Multiple Measures Index (MMI)
- Annual Measureable Achievement Objectives (AMAO)
- eGMS
- Every Student Succeeds Act (ESSA)
- Kindergarten Development Survey (KIDS)
- Employment Information System (EIS)
- Regional Safe School Funding (RSSP)
- Special Education Claims (ISTAR)
- Report Card
- Vocational Funding
- ED360
- Data Quality Dashboard



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.**

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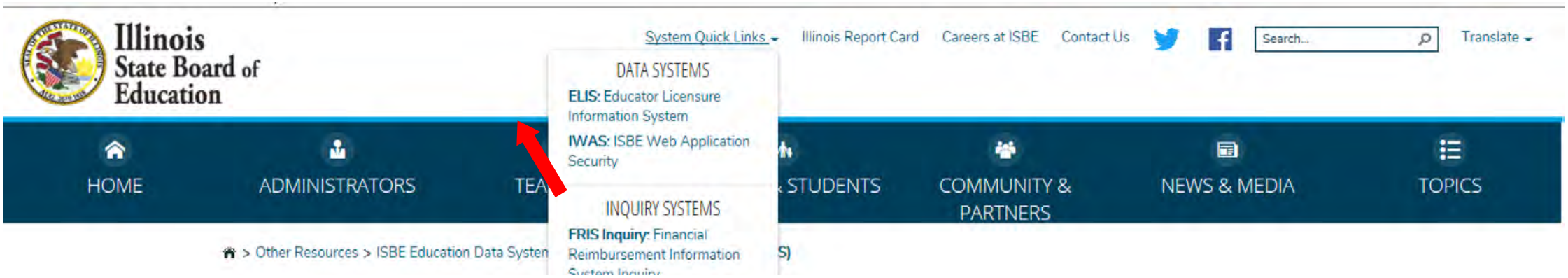
Accessing SIS

Accessing SIS

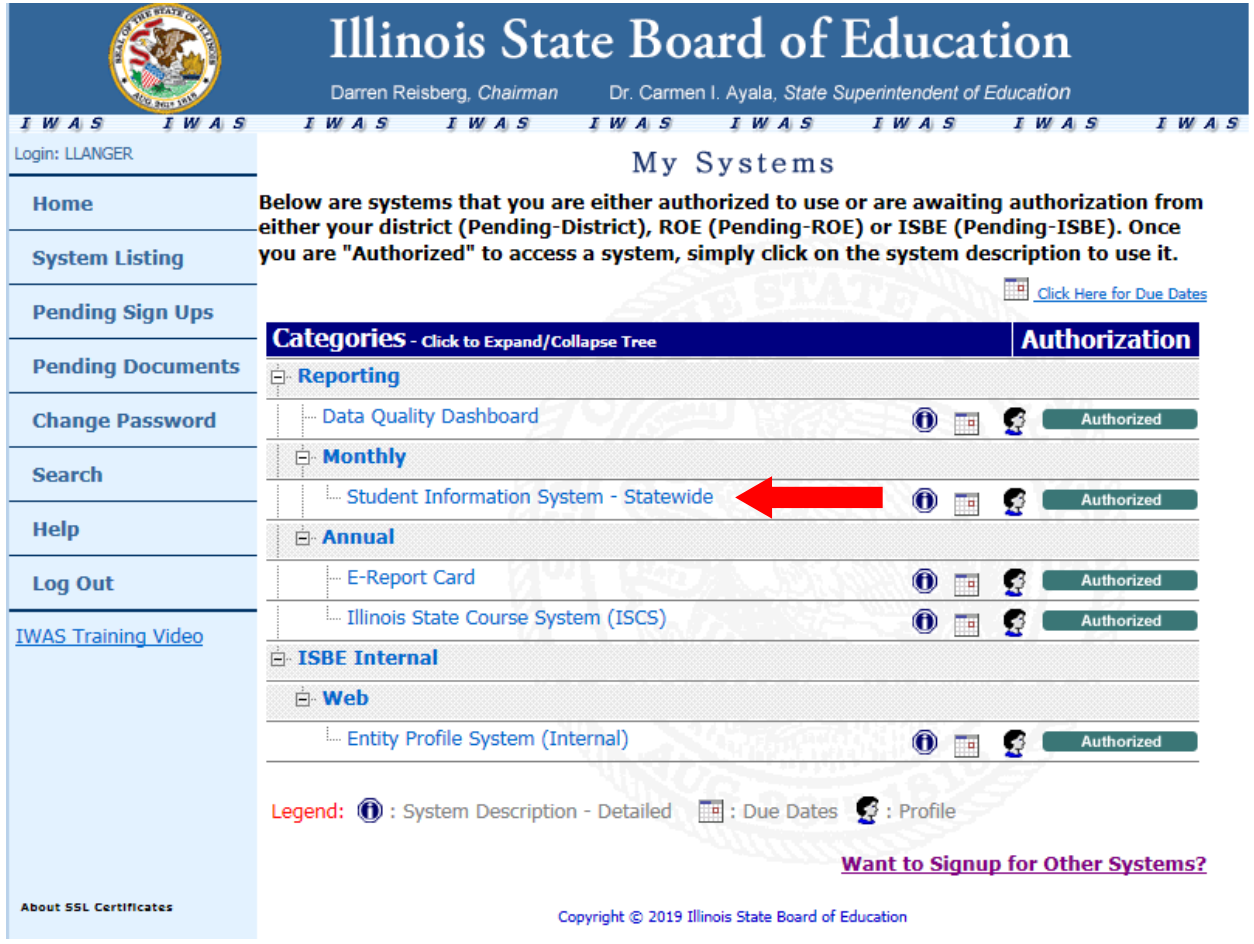
- Access SIS through ISBE's Web Application Security System (IWAS)
- Link to IWAS from ISBE's Homepage at https://www.isbe.net/Pages/Student-Information-System.aspx
- Find the IWAS User Guide on the IWAS Login Screen



Accessing SIS

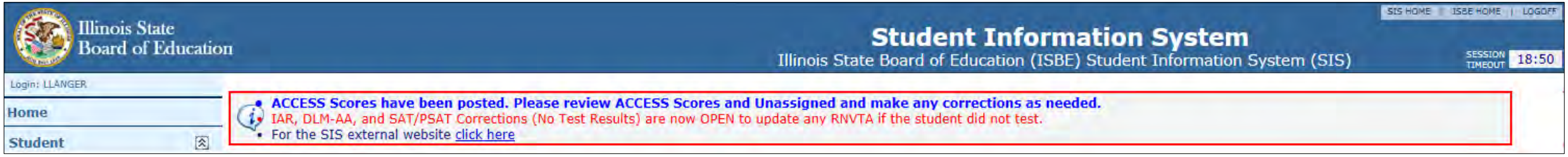
- Enter Login information or select the Sign Up Now link

Accessing SIS



Accessing SIS

- SIS Homepage (Announcements)



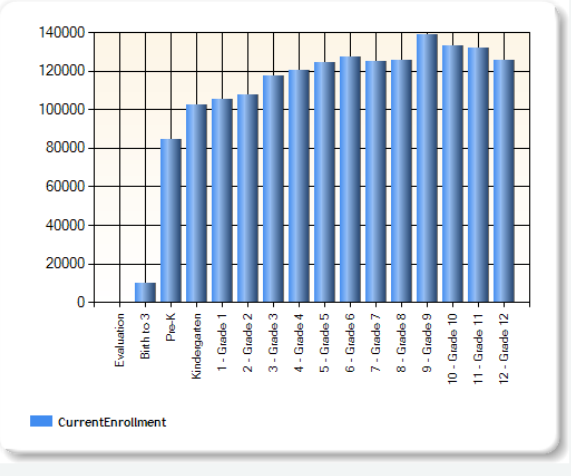
Accessing SIS

- SIS District Status Panel

District Status Panel | Early Childhood Metrics

*Reflects data as of Jun 24 2019 09:05 AM

Current Enrollments & Program Indicators*



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

Upcoming Key Dates

Activity	Date
DLM-AA Final Scores posted in SIS	06/28/2019
SAT/PSAT Final Scores posted in SIS	07/15/2019
Student Attendance Finalized	07/31/2019
ACCESS Final Scores posted in SIS	07/31/2019
Winter/Spring/Summer - Student and Teacher Course Assignment data due	07/31/2019
Exit Enrollments for 2019 School	07/31/2019
Prenatal data submissions finalized	07/31/2019
Student Discipline data submissions finalized	07/31/2019
Adjusted Cohort Graduation Rates Finalized	08/15/2019
Freshman on Track Finalized	08/15/2019
Percent 8th Graders Taking Algebra I Finalized	08/15/2019
Advanced Coursework (IB, AP, and Dual Credit) Finalized	08/15/2019
Student Mobility Finalized	08/15/2019
Chronic Absenteeism Finalized	08/15/2019
Chronic Truancy Finalized	08/15/2019
Click here for a full list of Key Dates	

Course Data Quality (PreK-12)

Serving Location : All Districts

Unique Student Count	2139172
Unique Teacher Count	130223
Student Teacher Ratio	16
Unique Course Count	1268370
Courses Missing Students	206763
Courses Missing Teachers	105960
Students Missing Courses	309562

Current Enrollment Data Completion Status*

Collection	Total Required	Complete	% Complete
Prenatal	1370	685	50%
Birth To 3	10107	5565	55%
Birth To 3 Caregiver Demographics	10107	6909	68%
Early Childhood Outcomes(ECO) Entry	26898	24621	91%
Early Childhood Outcomes(ECO) Progress	19573	14507	74%
Early Childhood Student Count	84602	84589	99%
Early Childhood Course Assignments	89098	78105	87%
English Learner (EL)	214912	214039	99%
EL Screener	60380	57288	94%
Homeless	37225	35957	96%
Eligible for Immigrant Student Program	131790	127365	96%
Student Address for NEW IDEA students	257768	256385	99%
Regional Safe Schools Program (RSSP)	1882	1622	86%
Student Discipline	NA	140249	NA
Secondary Courses Missing Final Letter Grade	1442715	0	0%

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SIS School Year at a Glance

SIS School Year at a Glance

- **Key Date: August 1, 2019**
  - **Student Registration**
  - **Parents Complete Home Language Survey**
  - **1st Day of School (Fall Term) - Enroll Students into SIS**
  - **Submit Student Demographics Enrollment data**
    - **Birth to 3**
    - **Pre-K (Early Childhood)**
      - **Submit Early Childhood Outcomes Entry Rating for Pre-K students with IEP's**
    - **K-12**
- **Key Date: September 13, 2019, by 4:00 p.m.**
  - **DLM-AA Pre-ID File sent to Vendor**
- **Key Date: September 27, 2019, by 4:00 p.m.**
  - **ACCESS Site File and Testing Window**
- **Key Date: October 1, 2019, by 4:00 p.m.**
  - **Seal of Biliteracy Awards Data for SY 2019 due**
  - **Seal of Biliteracy Application for SY 2020**

SIS School Year at a Glance

- **Key Date: October 25, 2019, by 4:00 p.m.**
  - Eligible for Immigrant Education Program data due and extracted from SIS for funding eligibility and allocation calculations
- **Key Date: November 8, 2019, by 4:00 p.m.**
  - ACCESS Label File sent to vendor
- **Key Date: November 15, 2019, by 4:00 p.m.**
  - School Year 2020 Fall Enrollment Counts submissions due
  - Service Provider data due (IDEA Services Students only)
  - Student Addresses due (IDEA Services Students only)
- **Key Date: January 17, 2020, by 4:00 p.m.**
  - Submit Fall Student Course Assignments
  - Submit Fall Teacher Course Assignment Entry Records
- **End of Fall Term**
  - Submit any completed Fall Student Course Assignments
  - Submit any completed Fall Teacher Course Assignment Exit Records
  - Submit Teacher Course Assignment Exit Records

SIS School Year at a Glance

- **1st Day of Spring Term**
  - **Submit any new Student Course Assignments without End Date/Final Grade**
  - **Submit any new Teacher Course Assignment Entry**
- **Key Date: January 31, 2020, by 4:00 p.m.**
  - **PSAT 8/9, PSAT 10, and SAT Pre-ID file sent to Vendor for printing labels and determining test booklet and manual quantities**
- **Key Date: February 12, 2020**
  - **DLM-AA Data Lockdown in Kite**
- **Key Date: February 14, 2020, by 4:00 p.m.**
  - **Last SIS Upload sent to DLM-AA**
- **Key Date: March 3, 2020**
  - **Last Day of ACCESS Testing**
- **Key Date: March 4, 2020**
  - **First Day of ACCESS Correction Window (No Test Results)**

SIS School Year at a Glance

- **Key Date: March 11, 2020**
  - **DLM-AA Testing - Earliest Start Date**
- **Key Date: March 31, 2020, by 4:00 p.m.**
  - **EL Data due for the Population of the eGMS Ceiling Calculator Funding Allocation Report**
- **Key Date: April 14, 2020**
  - **SAT Initial Test Date**
- **Key Date: April 14, 15, 16, 2020**
  - **PSAT 8/9 and PSAT 10 Initial Test Date**
- **Key Date: April 15, 2020**
  - **First Day of SAT/PSAT Correction Window (No Test Results)**
- **Key Date: April 16, 2020 4:00 p.m.**
  - **School Year 2020 Spring Enrollment Counts Deadline**
  - **504 Plan Submissions due**

SIS School Year at a Glance

- **Key Date: May 6, 2020**
  - **DLM-AA Testing – Latest End Date**
- **Key Date: May 7, 2020**
  - **First Day of DLM-AA Correction Window (No Test Results)**
  - **ACCESS Preliminary Scores posted in SIS (T.B.A.)**
- **Key Date: May 22, 2020**
  - **ACCESS Last Day of Assessment Corrections**
- **End of Spring Term**
  - **Submit completed Student and Teacher Course Assignments**
- **Key Date: Early June 2020**
  - **DLM-AA Final Scores posted in SIS**
  - **IAR Final Scores posted in SIS**
- **Key Date: Early July 2020**
  - **SAT/PSAT Final Scores posted in SIS**

SIS School Year at a Glance

- **Submit data and verify accuracy of:**
  - 504 Plan data
  - Birth to 3 data
  - Caregiver Demographic data (Birth to 3)
  - College Course Assignments
  - College and Career Readiness Indicator data
  - Early Childhood Outcomes Entry and Progress Ratings for Pre-K Students with IEP's
  - EL Information
  - EL Screener
  - Gifted and Accelerated data
  - Homeless data
  - Immigrant data
  - Outside Course Assignments (Grades 9-12 only)
  - Prenatal
  - Regional Safe School Program (RSSP) data
  - Seal of Biliteracy Awards data (Graduated Students only)
  - Service Provider data (Students with IDEA Services' only)
  - Student Attendance data
  - Student Address data (Students with IDEA Services' only)
  - Student Course Assignments (Pre-K - Grade 12)
  - Student Discipline data
  - Teacher Course Assignments (Pre-K - Grade 12)

SIS School Year at a Glance

- **Key Date: July 31, 2020**
  - ACCESS Posting of Final Scores
- **Key Date: July 31, 2020, by 4:00 p.m.**
  - Exit All Enrollments for 2020 School Year
  - Student Discipline Groups data submissions due
- **Key Date: August 14, 2020, by 4:00 p.m.**
  - Adjusted Cohort Graduation Rates Finalized
  - Advanced Coursework (IB, AP, and Dual Credit) data Finalized
  - Chronic Absenteeism data Finalized
  - Chronic Truancy data Finalized
  - Freshman on Track data Finalized
  - Percent 8th Graders Taking Algebra I data Finalized
  - Student Mobility data Finalized

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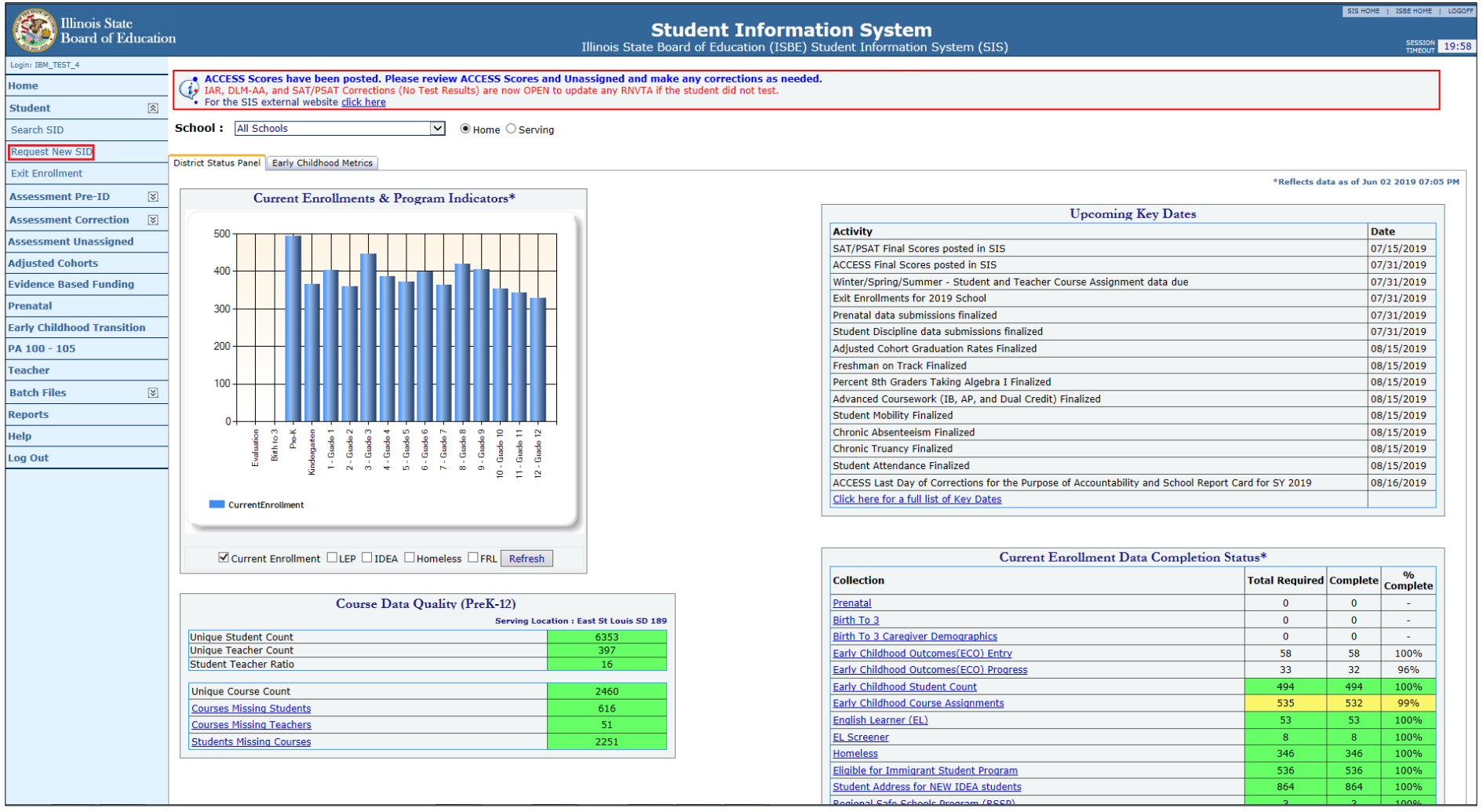
Student Demographics Enrollment Data

Student Demographics Enrollment Data

- **Key Date: August 1, 2019**
  - **Student Registration**
  - **Parents Complete Home Language Survey**
  - **1st Day of School (Fall Term) - Enroll Students into SIS**
  - **Submit Student Demographics Enrollment data**
    - **Birth to 3**
    - **Pre-K (Early Childhood)**
      - **Submit Early Childhood Outcomes Entry Rating for Pre-K students with IEP's**
    - **K-12**
- **Key Date: September 13, 2019, by 4:00 p.m.**
  - **DLM-AA Pre-ID File sent to Vendor**
- **Key Date: September 27, 2019, by 4:00 p.m.**
  - **ACCESS Site File and Testing Window**
- **Key Date: October 1, 2019, by 4:00 p.m.**
  - **Seal of Biliteracy Awards Data for SY 2019 due**
  - **Seal of Biliteracy Application for SY 2020**

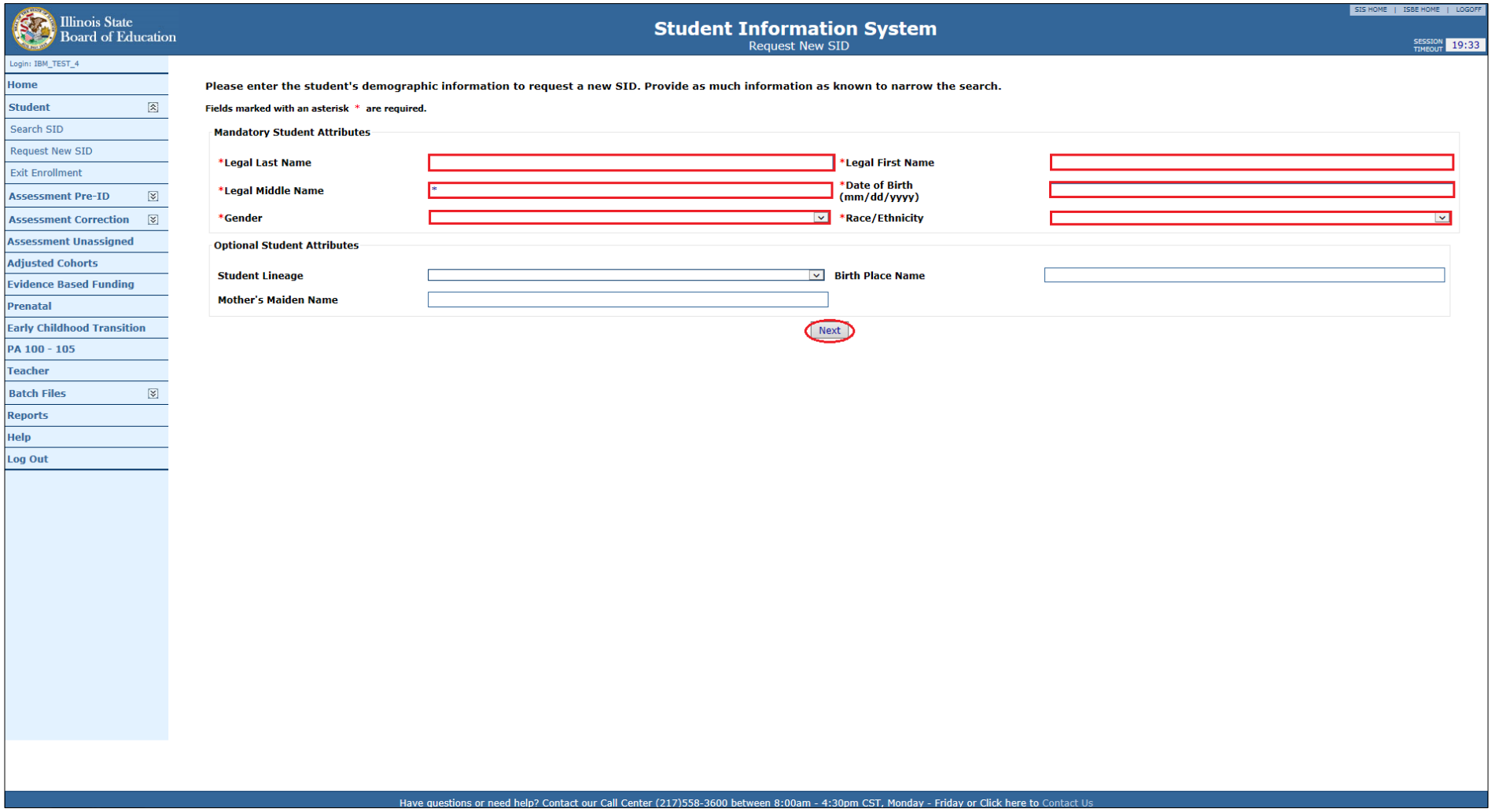
Student Demographics Enrollment Data

- **Request New SID**



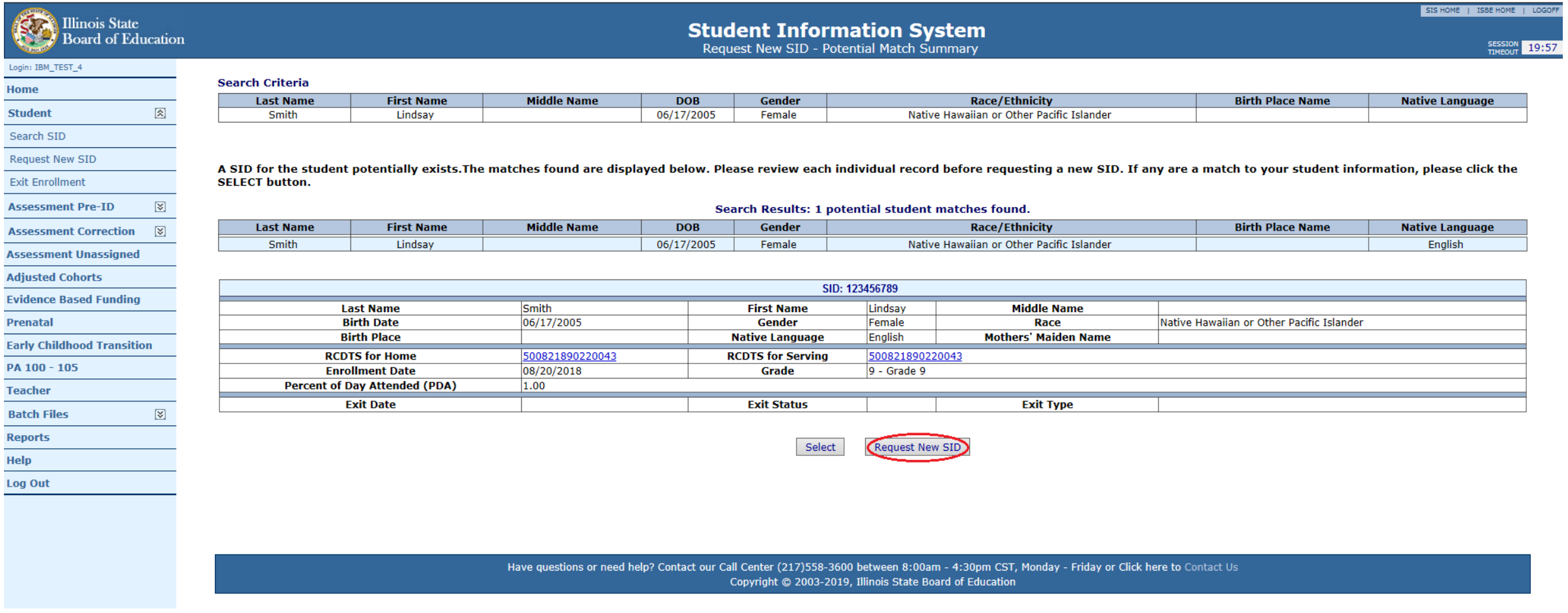
Student Demographics Enrollment Data

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



Student Demographics Enrollment Data

- **Request New SID – Search Results**



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Student Information System
Request New SID - Potential Match Summary

SIS HOME | ISBE HOME | LOGOFF
SESSION TIMEOUT 19:57

Login: IBM_TEST_4

- Home
- Student
  - Search SID
  - Request New SID
  - Exit Enrollment
- Assessment Pre-ID
- Assessment Correction
- Assessment Unassigned
- Adjusted Cohorts
- Evidence Based Funding
- Prenatal
- Early Childhood Transition
- PA 100 - 105
- 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	Lindsay		06/17/2005	Female	Native Hawaiian or Other Pacific Islander		

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	Lindsay		06/17/2005	Female	Native Hawaiian or Other Pacific Islander		English

SID: 123456789

Last Name	Smith	**First Name**	Lindsay	**Middle Name**	
Birth Date	06/17/2005	**Gender**	Female	**Race**	Native Hawaiian or Other Pacific Islander
Birth Place		**Native Language**	English	**Mothers' Maiden Name**	
RCDTS for Home	500821890220043	**RCDTS for Serving**	500821890220043		
Enrollment Date	08/20/2018	**Grade**	9 - Grade 9		
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 8:00am - 4:30pm CST, Monday - Friday or Click here to Contact Us
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Student Demographics Enrollment Data

Demographic Validations

- **Date of Birth**
  - Format is mm/dd/yyyy
  - Students must be between 1 day and 22 years old
  - Birth to 3 students must be born on or before the Enrollment date and less than 3 years of age
  - Pre-K students must be at least 3 years old on the enrollment date and less than 6 years old as of September 1st of current school year.
  - K – 12 students must be at least 3 years old and less than 22 years on the enrollment date.

- **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 Data

- **Home school RCDTS validations**
  - Only Home School/Facility Districts may add/update public school district, or other state funded school
  - The Serving RCDTS cannot end in “9000” date Student data. (Home, Serving, and Service Provider facilities can add and update Student Course Assignments.)
  - Home RCDTS codes cannot end in 0000, 90xx, 93xx, or 92xx
    - Private facilities with codes ending in 0000 should contact the ISBE Helpdesk
  - Home RCDTS for Entry/Grade Levels 01 through 12 cannot be a 3000 school
- **Serving School RCDTS validations**
  - Code cannot end in “0000” if an ROE
- **RCDTS breakdown**
  - R Region Code 2 Characters
  - C County Code 3 Characters
  - D District/Serving Entity Code 4 Characters
  - T Type Code 2 Characters
  - S School Code 4 Characters

Student Demographics Enrollment Data

- **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
  - EL Indicator
  - IDEA Services
  - Dual Language
  - Language of Instruction
  - FRL/Low Income Indicator
  - 21st Century Indicator
  - Enrollment Type
  - Enrollment Date
  - RCDTS for Home School
  - RCDTS for Serving School
  - Entry/Grade Level
  - School Year
  - PDA - Percent of Day Attended
  - Tuition-In Indicator

Student Demographics Enrollment Data

Percent of Day Attended (PDA)

The percentage of a FULL day the student attends.

- Acceptable values will be .01 to 1.00.
- The value must be > 0 and < = 1.00 (If only one enrollment exists, the value will typically be 1.00; multiple Enrollments should usually add up to 1.00)

Note - PDA can be found in the following SIS Batch File Formats:

- Student Demographic Enrollment
- Demographics and Early Childhood V3

Student Demographics Enrollment Data

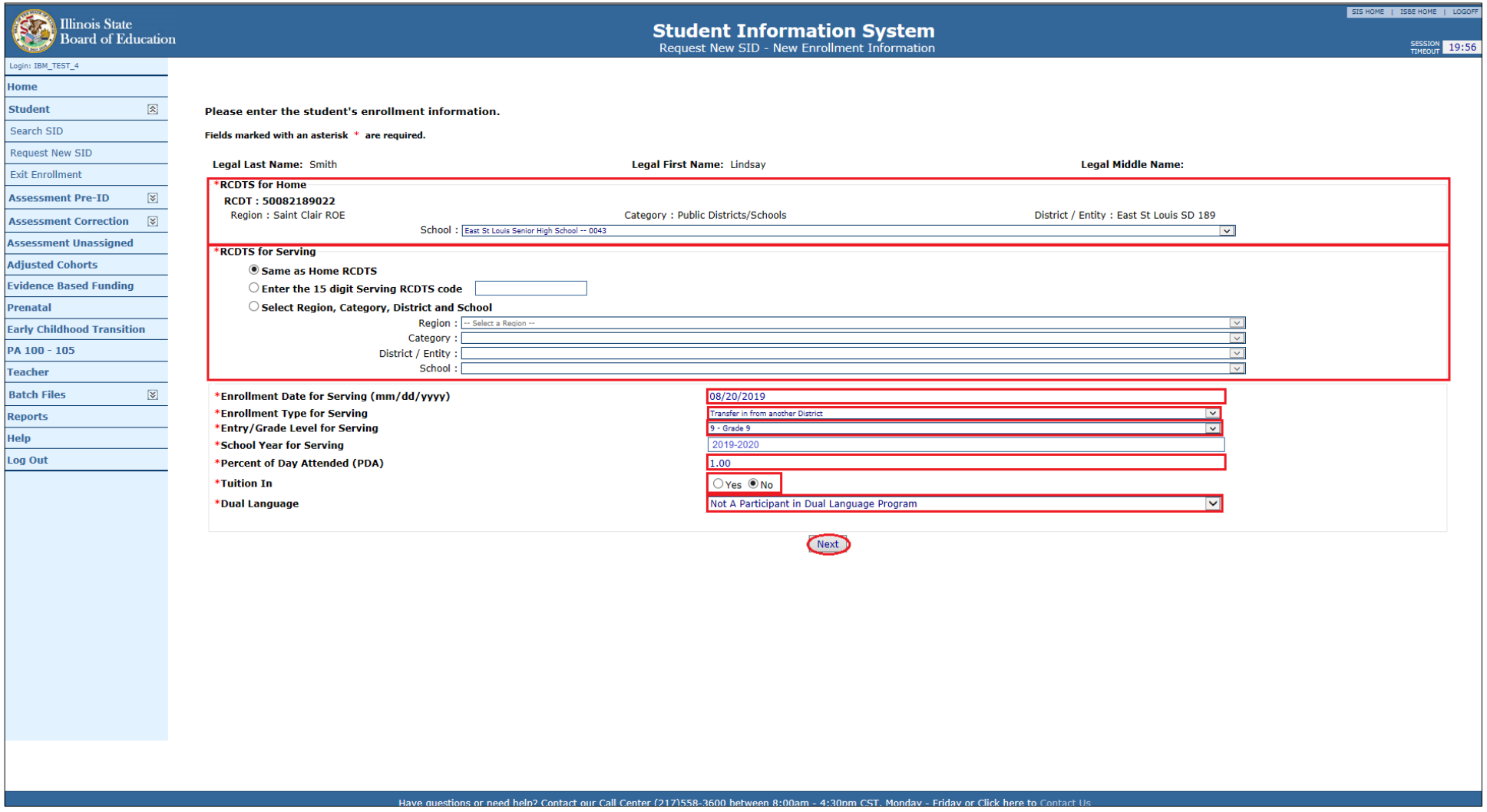
- **Enrollment Validations**
  - A student can be actively enrolled in only one Home School
  - A student may attend multiple Serving Schools
  - School Year must be the current school year (2020)
  - Enrollment date must be in mm/dd/yyyy format and within the date range of July 1 to July 31 for the current School Year (i.e. 07/01/2019, through 07/31/2020)
  - Enrollment Date cannot be a future date
  - Student should only be entered as “Original entry to US schools” one time

Student Demographics Enrollment Data

- **Enrollment Validations (Continued)**
  - 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.
  - 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 process to submit the data, all Early Childhood students (Pre-K) must be entered using the Demographic and Early Childhood V3 File Format.
  - Students cannot re-enroll after they graduate (i.e., if exit code 06 was used)

Student Demographics Enrollment Data

- **Request New SID – Search Results**



Student Demographics Enrollment Data

- **Grade Level = Evaluation (22)**
  - For potential IDEA Services students (required by I-STAR)
  - Only available when Requesting a New SID Online
  - Birth to 22 years old

Student Demographics Enrollment Data

- **SIS/I-Star Interaction**
  - All Students MUST have SIDs
    - Parochial students
    - Birth to 3
    - Students evaluated and NOT served
  - Accurate Enrollment Districts and Dates directly affect funding
    - RCDTS for Home = Resident District in I-Star
    - RCDTS for Service Provider in SIS = Serving District in I-Star
    - RCDTS for Serving in SIS = Serving School in I-Star
    - Enrollment/Exit Dates in SIS must encompass Begin/End Dates in I-Star
  - I-STAR assumes SIS data is accurate
  - I-STAR will provide errors when it validates against SIS data that does not match.
    - Changes may need to be made in I-STAR or SIS.
  - If I-STAR records are dis-approved, claims cannot be submitted and there will be an impact on funding for the district

Student Demographics Enrollment Data

IDEA Services

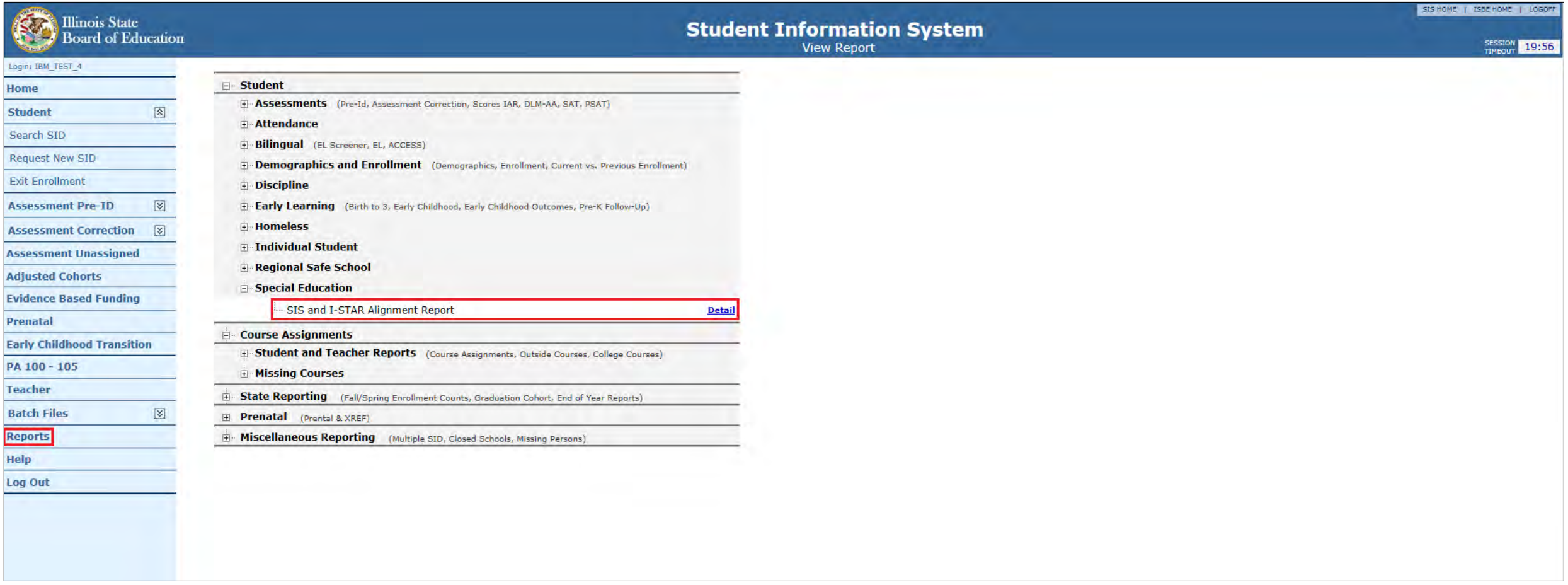
- 01 – Yes (IEP/ISP)
- 02 – No

Note: ISP Students must also be Private School Students (PSS Indicator = Yes)

- **IDEA Services students will have one Service Provider identified for each enrollment**
  - Service Provider will default to the Serving RCDTS
    - Serving RCDTS code that uniquely identifies the school/program where a student is being educated

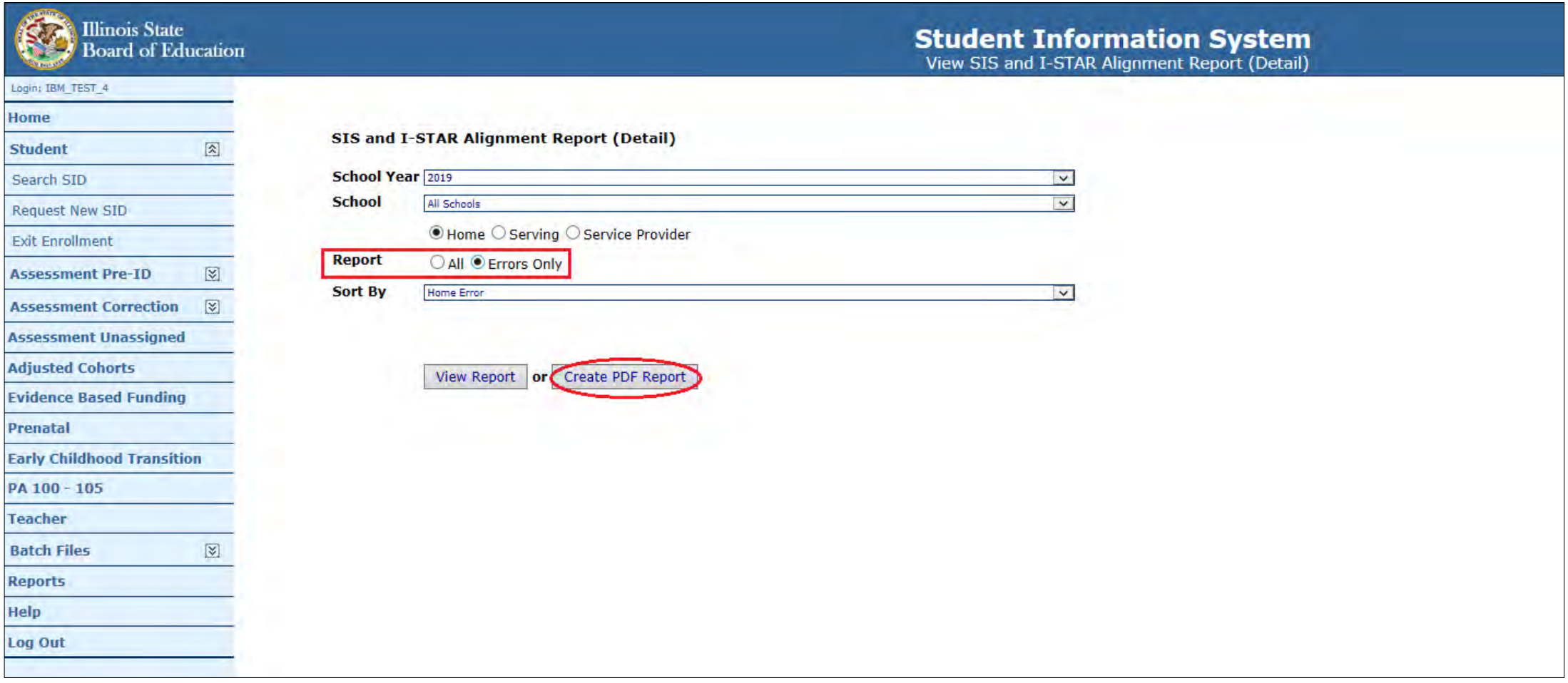
Student Demographics Enrollment Data

SIS and I-STAR Alignment Report



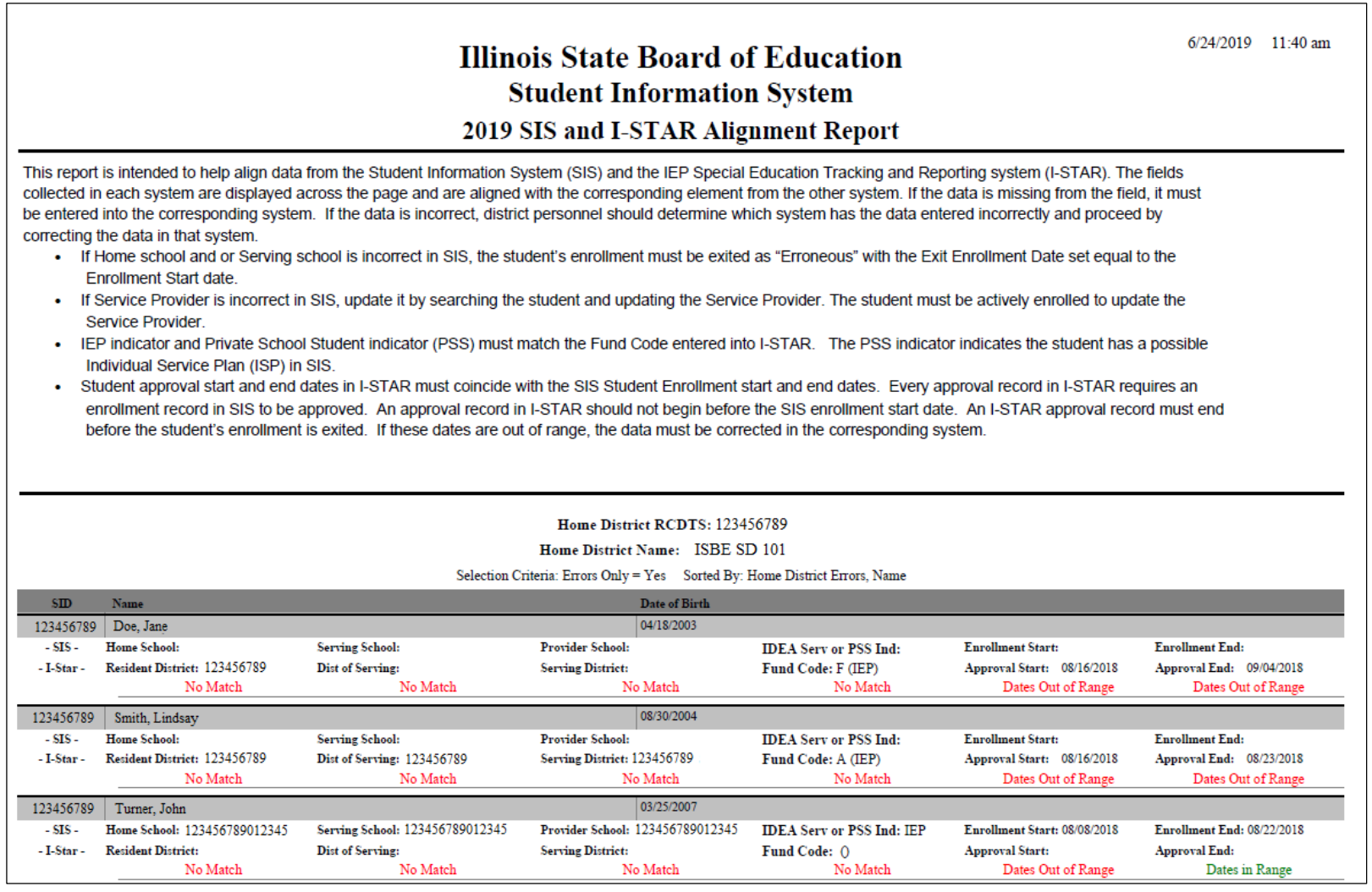
Student Demographics Enrollment Data

SIS and I-STAR Alignment Report: Errors Only



Student Demographics Enrollment Data

SIS and I-STAR Alignment Report



6/24/2019 11:40 am

Illinois State Board of Education
Student Information System
2019 SIS and I-STAR Alignment Report

This report is intended to help align data from the Student Information System (SIS) and the IEP Special Education Tracking and Reporting system (I-STAR). The fields collected in each system are displayed across the page and are aligned with the corresponding element from the other system. If the data is missing from the field, it must be entered into the corresponding system. If the data is incorrect, district personnel should determine which system has the data entered incorrectly and proceed by correcting the data in that system.

- If Home school and or Serving school is incorrect in SIS, the student's enrollment must be exited as "Erroneous" with the Exit Enrollment Date set equal to the Enrollment Start date.
- If Service Provider is incorrect in SIS, update it by searching the student and updating the Service Provider. The student must be actively enrolled to update the Service Provider.
- IEP indicator and Private School Student indicator (PSS) must match the Fund Code entered into I-STAR. The PSS indicator indicates the student has a possible Individual Service Plan (ISP) in SIS.
- Student approval start and end dates in I-STAR must coincide with the SIS Student Enrollment start and end dates. Every approval record in I-STAR requires an enrollment record in SIS to be approved. An approval record in I-STAR should not begin before the SIS enrollment start date. An I-STAR approval record must end before the student's enrollment is exited. If these dates are out of range, the data must be corrected in the corresponding system.

Home District RCDTS: 123456789
Home District Name: ISBE SD 101
Selection Criteria: Errors Only = Yes Sorted By: Home District Errors, Name

SID	Name				Date of Birth	
123456789	Doe, Jane				04/18/2003	
- SIS -	Home School:	Serving School:	Provider School:	IDEA Serv or PSS Ind:	Enrollment Start:	Enrollment End:
- I-Star -	Resident District: 123456789	Dist of Serving:	Serving District:	Fund Code: F (IEP)	Approval Start: 08/16/2018	Approval End: 09/04/2018
	No Match	No Match	No Match	No Match	Dates Out of Range	Dates Out of Range
123456789	Smith, Lindsay				08/30/2004	
- SIS -	Home School:	Serving School:	Provider School:	IDEA Serv or PSS Ind:	Enrollment Start:	Enrollment End:
- I-Star -	Resident District: 123456789	Dist of Serving: 123456789	Serving District: 123456789	Fund Code: A (IEP)	Approval Start: 08/16/2018	Approval End: 08/23/2018
	No Match	No Match	No Match	No Match	Dates Out of Range	Dates Out of Range
123456789	Turner, John				03/25/2007	
- SIS -	Home School: 123456789012345	Serving School: 123456789012345	Provider School: 123456789012345	IDEA Serv or PSS Ind: IEP	Enrollment Start: 08/08/2018	Enrollment End: 08/22/2018
- I-Star -	Resident District:	Dist of Serving:	Serving District:	Fund Code: 0	Approval Start:	Approval End:
	No Match	No Match	No Match	No Match	Dates Out of Range	Dates in Range

Illinois State Board of Education

Student Demographics Enrollment Data

- **Early Childhood (Pre-K) Enrollment Validations**
  - If IDEA Services is Yes, the Home RCDTS must be a public school
  - All students must be at least 3 years old on the 1st day of class (enrollment date)
  - Non-IDEA Service Student must be less than 5 years old on September 1, 2019.
  - IDEA Service Student must be less than 6 years old on September 1, 2019.
    - If the student was enrolled in an Early Childhood Program when they were 5 or 6 years of age, the system will allow them to enroll even after turning 6 (IDEA Services = No) or 7 (IDEA Services = Yes).

- **Early Childhood Validations**
  - When the student is actively enrolled in the District, only the Home District may update the student's Early Childhood record
  - All dates must be in the mm/dd/yyyy format and cannot be future dates

Student Demographics Enrollment Data

New Demographic and Early Childhood V3 File and Early Childhood V3 File

- Removed the following fields:
  - Early Intervention
  - Referral by CFC
  - Eligibility Determination Date
  - EI Number
  - Reason for Delay
  - IEP Completion Date
  - Date Services Began

Student Demographics Enrollment Data

Household Income Criteria (New Validation)

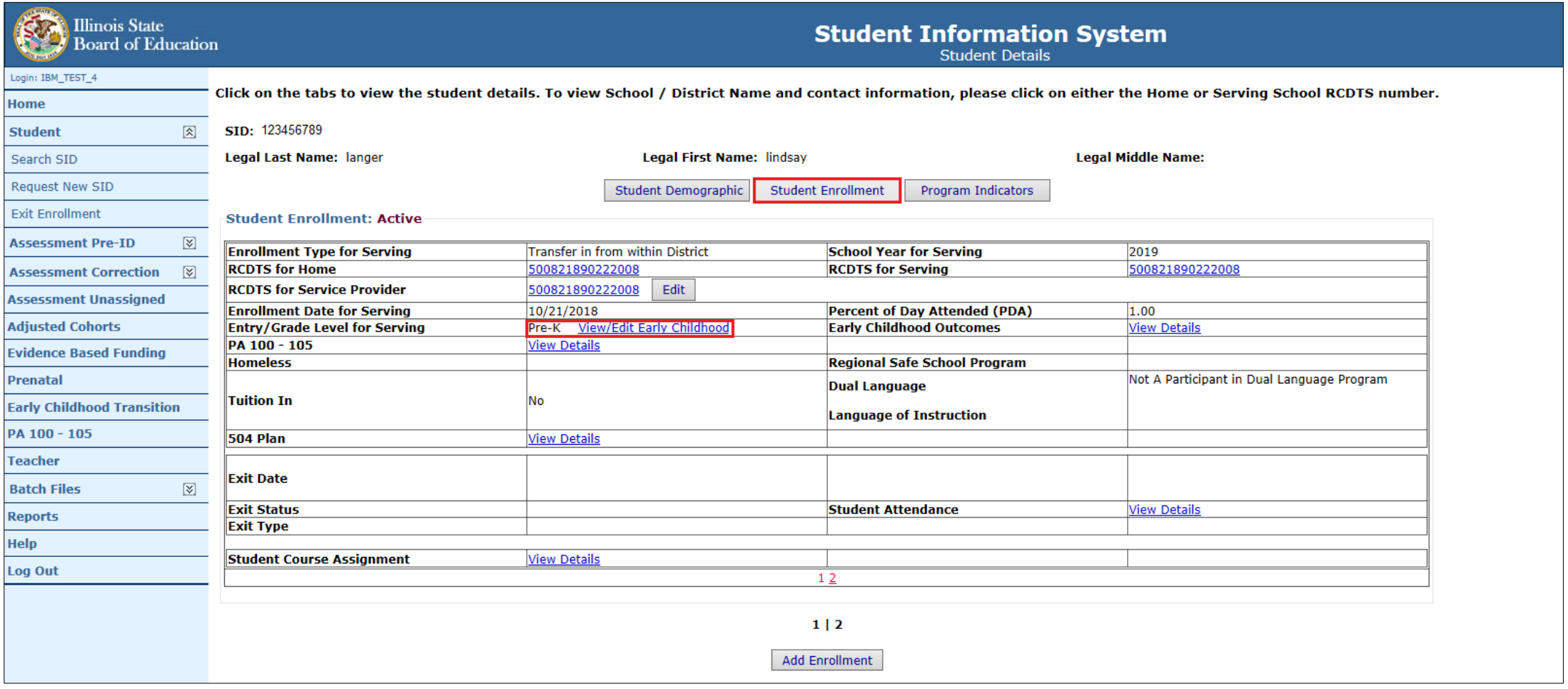
- Did not collect (07) is acceptable for the following scenarios:
  - When IDEA Services, Homeless, or Youth in Care = Yes

  AND

  - Preschool For All Expansion funding option is set to any of the following:
    - Federal – Preschool Full Day Expansion (01)
    - Federal – Preschool Expansion – PFA Enhanced (02)
    - Federal – Preschool Expansion – Head Start Enhanced (03)
    - State – Preschool Full Day Expansion (04)
    - State – Preschool Expansion – PFA Enhanced (05)
    - State – Preschool Expansion – Head Start Enhanced (06)

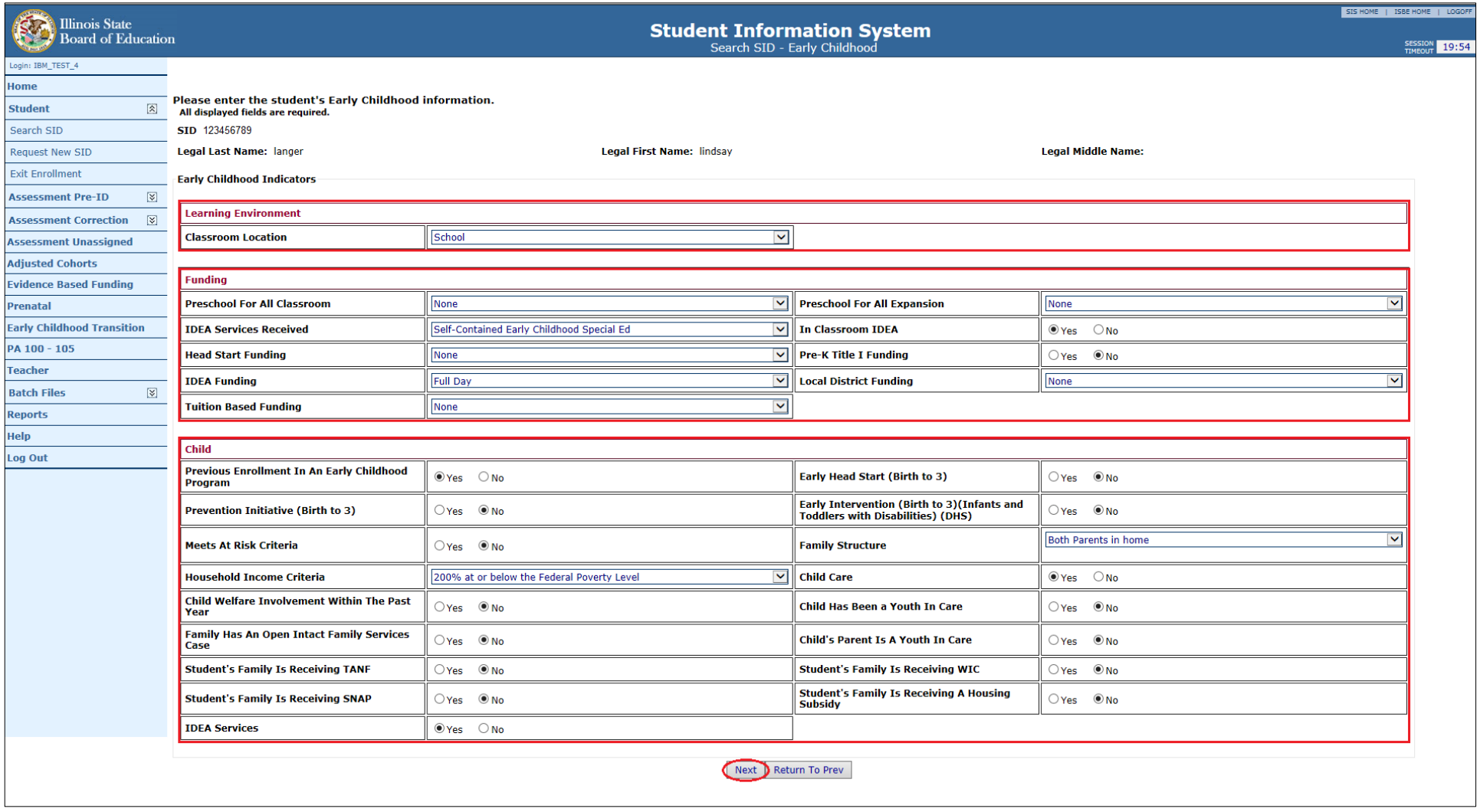
Student Demographics Enrollment Data

- **Student Enrollment - Early Childhood link**



Student Demographics Enrollment Data

- **Early Childhood Data Entry Screen**



Student Demographics Enrollment Data

- **Program Indicator Validations**
  - If student is an English Learner (EL), the Native Language cannot be English.
    - Once set to “Yes”, the EL Indicator cannot be updated to “No” until the EL record contains all the mandatory data and the appropriate Date EL Services Ended and Reason for Ending EL Services.
    - To meet English Proficiency the minimum Overall Composite Proficiency Level on ACCESS must be 4.8 or higher.
    - If ALL requirements are met, the student's EL indicator should be “No”, otherwise it should remain set to “Yes”.
    - For additional information, please visit: https://www.isbe.net/Pages/English-Learners.aspx.

Student Demographics Enrollment Data

- **Program Indicator Validations**
  - SES Indicator and Tuition-In Indicator for Pre-K must be set to “No”
  - When enrolling a Birth to 3 student (Grade Level “00”), the following mandatory fields will be set to “02” or “No” when the file is processed or will be forced “No” online
    - 21st Century Indicator
    - IDEA Services
    - EL Indicator
    - Private School Student Indicator (PSS)
    - Title 1 Indicator
    - SES Indicator
    - Tuition-In Indicator

Student Demographics Enrollment Data

- **Program Indicator Validations**
  - Students Under Evaluation will have the following mandatory Program Indicators set to “No”:
    - Homeless
    - 21st Century Indicator
    - IDEA Services
    - EL Indicator
    - Private School Student
    - Free or Reduced Price Lunch (FRL) / Low Income
    - Title 1 Indicator will default to “Not a Participant in Title I Program”
    - SES Indicator
    - Tuition-In Indicator
  - Native and Home Language must be provided for all grade levels

Student Demographics Enrollment Data

- **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).
  - Students who are dually enrolled in a nonpublic school and in their public school district of residence (i.e., their home district) in order to take career and technical education (CTE) coursework at a public school.

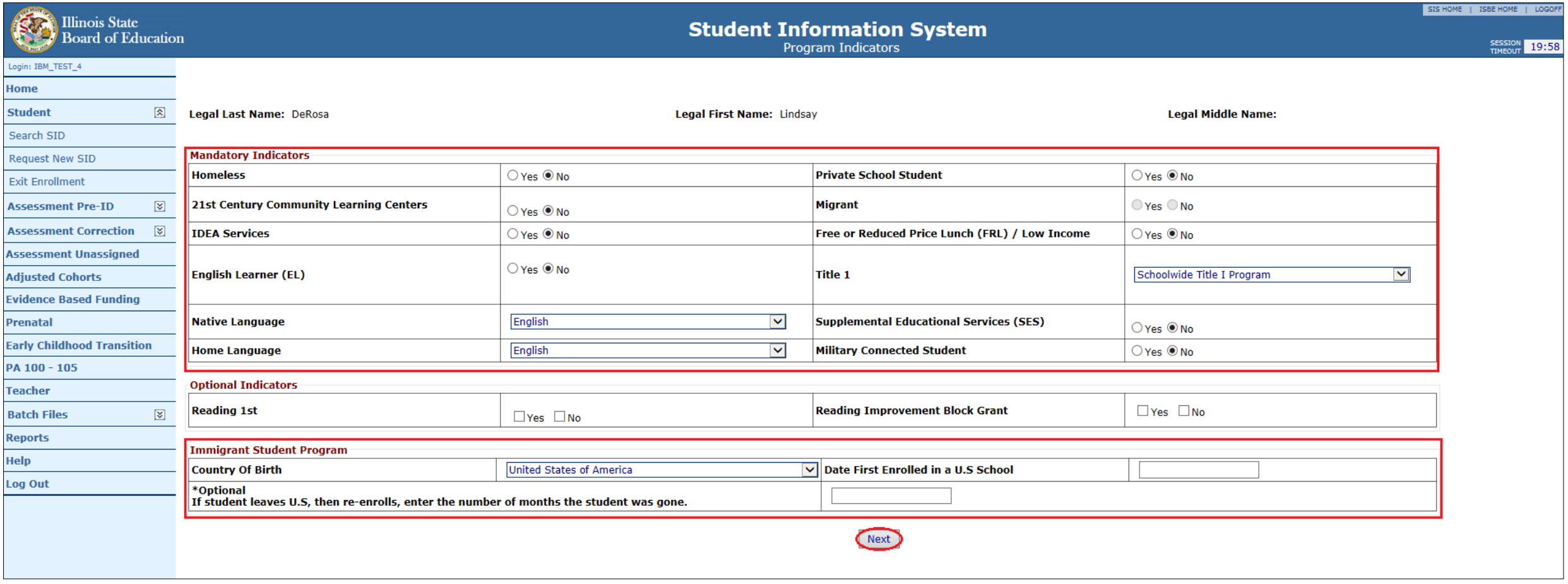
- **Private School Student Indicator (PSS) Validations**
  - Grades Pre-K – 12
  - If IDEA Services is "Yes" and Private School Student (PSS) is "No" the student is IEP (Individual Education Plan)
  - If IDEA Services is "Yes" and Private School Student (PSS) is "Yes" the Student is ISP (Individual Service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

Student Demographics Enrollment Data

- **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.
  - 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"
    - For more information: https://www.isbe.net/Pages/Children-of-Military-Families.aspx

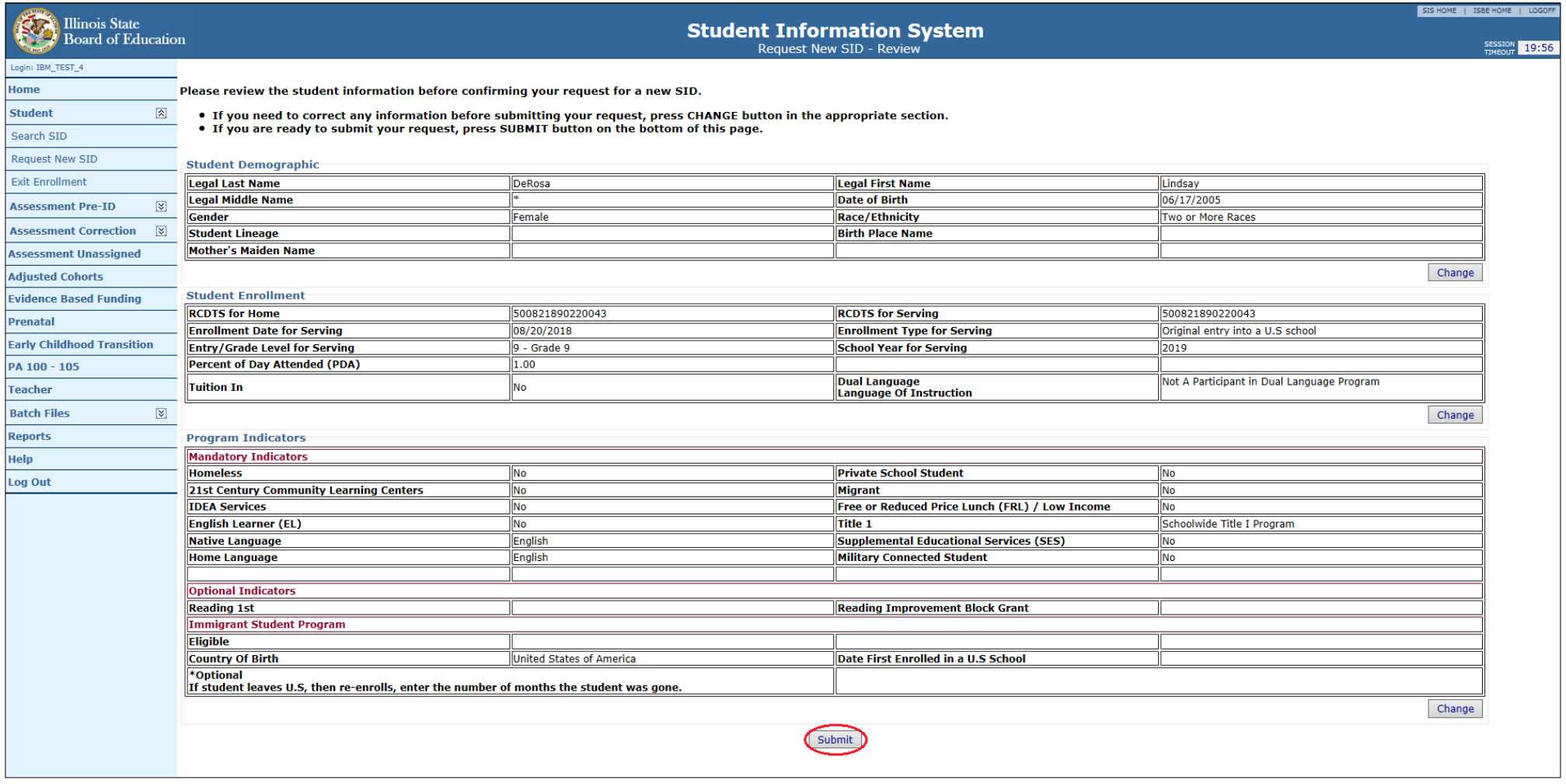
Student Demographics Enrollment Data

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



Student Demographics Enrollment Data

- **Request New SID - Review**



Illinois State Board of Education

Student Information System
Request New SID - Review

SIS HOME | ISBE HOME | LOGOFF
SESSION TIMEOUT 19:56

Login: IBM_TEST_4

Home
Student
Search SID
Request New SID
Exit Enrollment
Assessment Pre-ID
Assessment Correction
Assessment Unassigned
Adjusted Cohorts
Evidence Based Funding
Prenatal
Early Childhood Transition
PA 100 - 105
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	DeRosa	**Legal First Name**	Lindsay
Legal Middle Name	*	**Date of Birth**	06/17/2005
Gender	Female	**Race/Ethnicity**	Two or More Races
Student Lineage		**Birth Place Name**	
Mother's Maiden Name			

Change

Student Enrollment

RCDTS for Home	500821890220043	**RCDTS for Serving**	500821890220043
Enrollment Date for Serving	08/20/2018	**Enrollment Type for Serving**	Original entry into a U.S school
Entry/Grade Level for Serving	9 - Grade 9	**School Year for Serving**	2019
Percent of Day Attended (PDA)	1.00		
Tuition In	No	**Dual Language** **Language Of Instruction**	Not A Participant in Dual Language Program

Change

Program Indicators

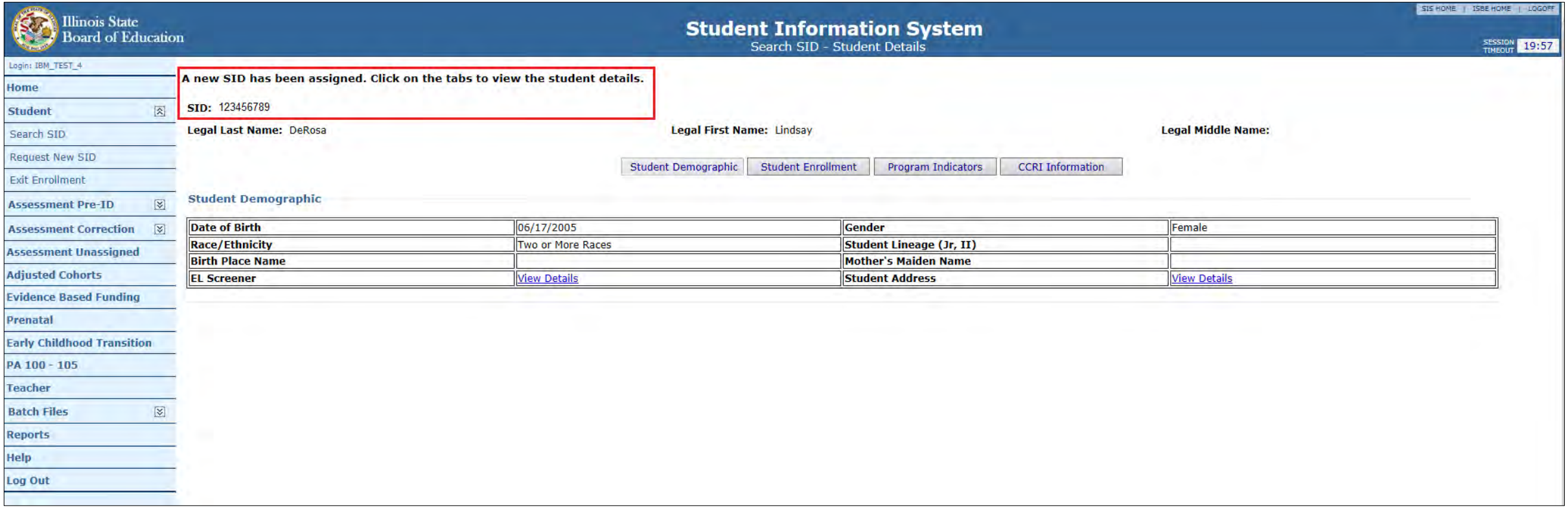
Mandatory Indicators			
Homeless	No	**Private School Student**	No
21st Century Community Learning Centers	No	**Migrant**	No
IDEA Services	No	**Free or Reduced Price Lunch (FRL) / Low Income**	No
English Learner (EL)	No	**Title 1**	Schoolwide Title I Program
Native Language	English	**Supplemental Educational 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** **If student leaves U.S, then re-enrolls, enter the number of months the student was gone.**			

Change

Submit

Student Demographics Enrollment Data

- **New SID Assigned!**



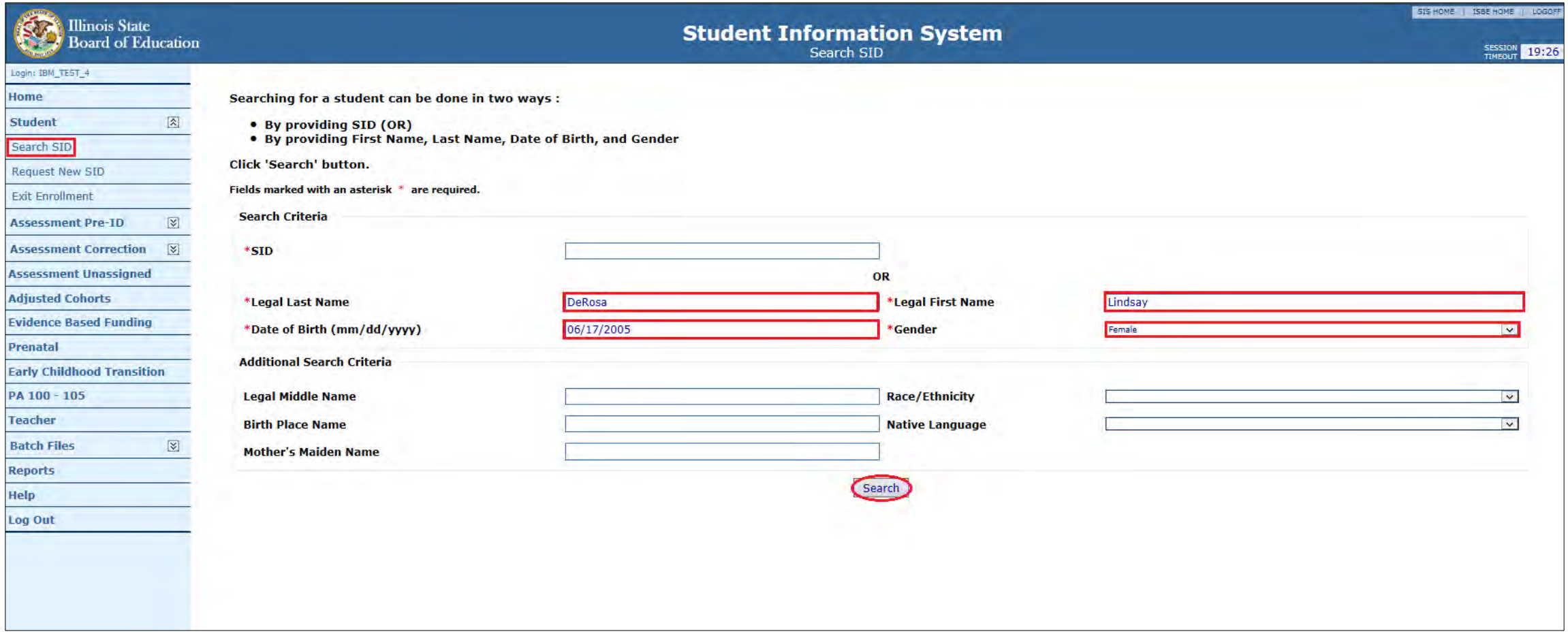
Student Demographics Enrollment Data

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

- View Student Demographics, EL Screener, Student Address, Gifted and Accelerated, or Seal of Biliteracy Awards Information (Demographic Tab)
- Add an Enrollment and Update Student Course Assignment, Student Discipline, Early Childhood, Early Childhood Outcomes, Student Attendance, or 504 Information (Enrollment Tab)
  - Add Enrollment
- Update Program Indicators (Program Indicators Tab)
- Update EL Data (EL Tab)
- Update College and Career Readiness Indicator Data (CCRI Tab)

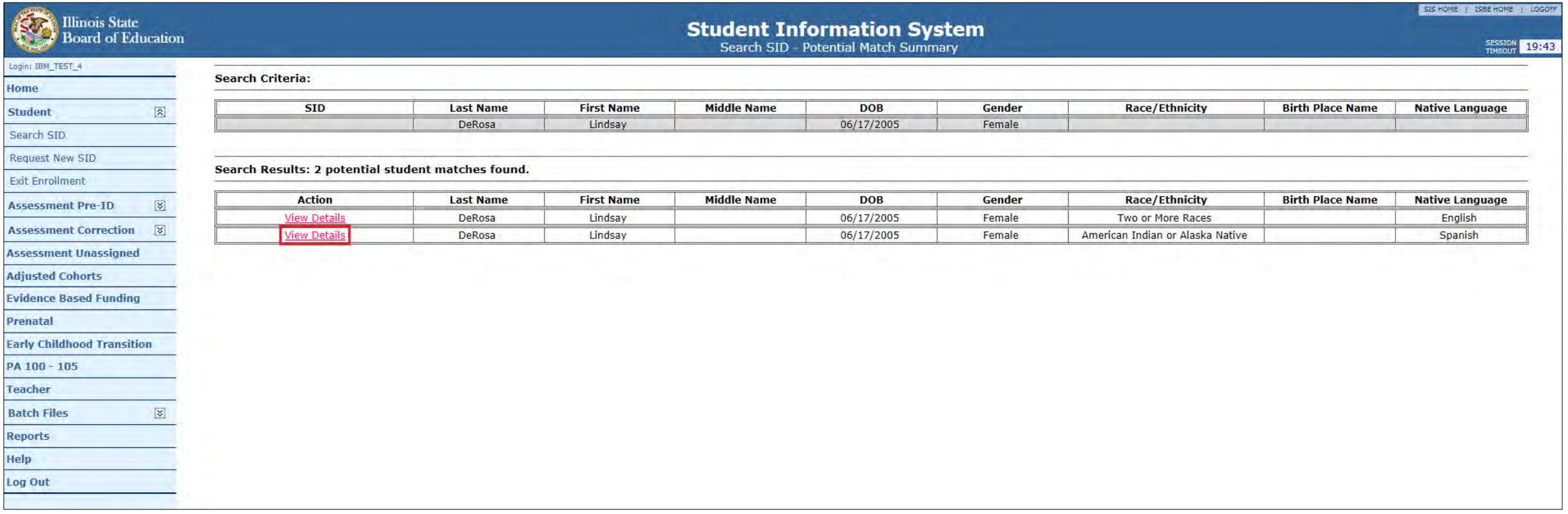
Student Demographics Enrollment Data

- **Search SID**



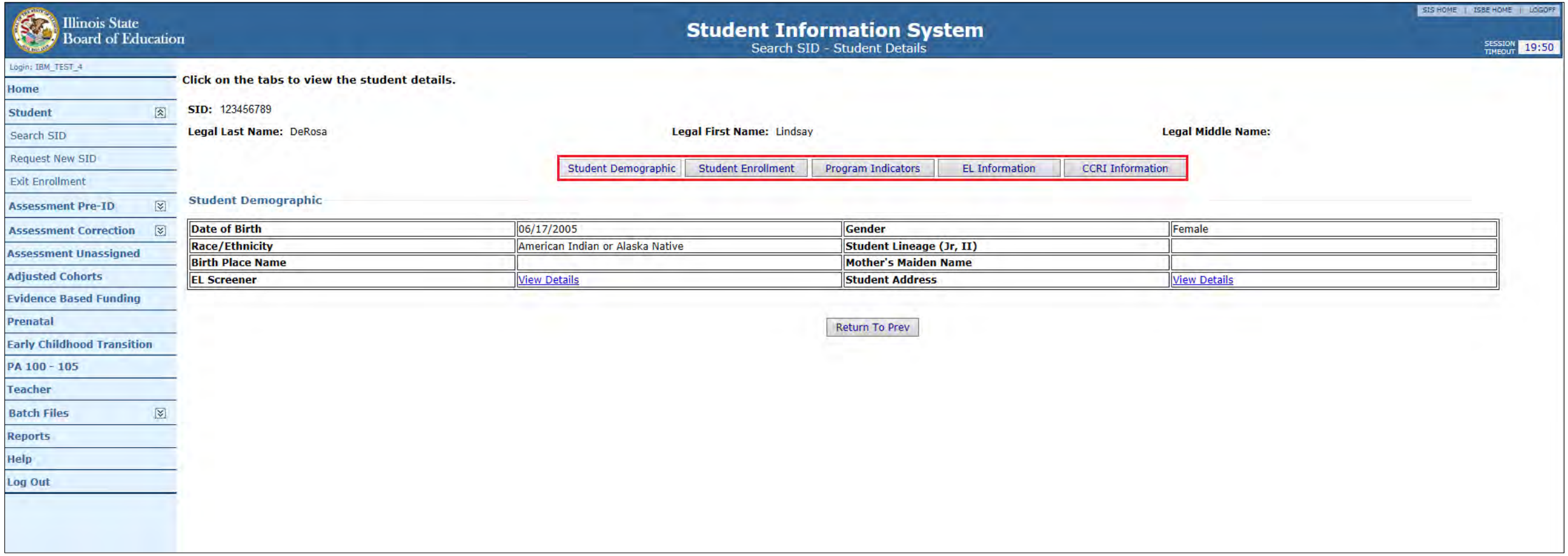
Student Demographics Enrollment Data

- **Search SID – Search Results**



Student Demographics Enrollment Data

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



Illinois State Board of Education

DLM-AA Pre-ID

SIS School Year at a Glance

- **September 13, 2019**
  - **DLM-AA Pre-ID file sent to Vendor**
- **September 27, 2019**
  - **ACCESS Site File and Testing Window due**
- **October 1, 2019**
  - **Seal of Biliteracy Award Data for SY 2019 due**
  - **Seal of Biliteracy Application for SY 2020 due**
- **October 25, 2019 by 4:00 p.m.**
  - **Eligible for Immigrant Education Program data due and Extracted from SIS for funding eligibility and allocation calculations**

DLM-AA Pre-ID

- **DLM-AA Test Window is March 11 – May 6, 2020**
- **Data Collection Practices for DLM-AA**
  - All student demographic uploads will go through the Student Information System (SIS). SIS will send the data to the appropriate assessment vendor on a regular schedule.
  - For DLM-AA, SIS will upload student data to a system called "Educator Portal," with the exception of the Personal Needs and Preferences (PNP) profile and accommodations information, which must be uploaded directly into "Educator Portal."
  - For more Information on DLM-AA or the Educator Portal, please see the link below:
    - http://www.isbe.net/assessment/dlm.htm
    - http://dynamiclearningmaps.org/illinois
- **Accountability Testing Protocol**
  - ELA and Mathematics: Grades 3-11
    - Students in Grades 9 and 10 must test in ELA and mathematics.
    - Students in Grade 12 must test in ELA, mathematics, and science as required.
  - Science: Grades 5, 8, & 11

DLM-AA Pre-ID

- **Creation of DLM-AA Pre-ID for Grades 3-11:**
  - Students testing DLM-AA must be IDEA Services (IEP) = Yes.
  - A DLM-AA Pre-ID record will be created for all students Grades 3-11 who have an IAA or DLM-AA record as their most recent assessment in SIS and are currently IDEA Services (IEP) =Yes.
  - Students in Grade 3 will always default to IAR.
  - The test can be updated to DLM-AA by selecting the “IAR” (grades 3-8) or the “SAT/PSAT”(grades 9-11) link under the Assessment Pre-ID category in SIS. Once the record is submitted as DLM-AA, the IAR record will be removed. (Note the student must be IDEA Services (IEP) = Yes)
  - The test can be updated to IAR, PSAT 8/9, PSAT 10, or SAT by selecting the “DLM-AA” link under the Assessment Pre-ID category in SIS. Once the record is submitted, the DLM-AA record will be removed.
  - DLM-AA students in grades 3-12 may also participate in instructionally embedded assessments and/or field testing (optional). SIS will only load grades 3-11, and grade 12 as required. Contact Laura Quimby at lquimby@isbe.net for assistance in loading additional grade 12, if needed.
    - Students who are participating in instructionally embedded assessments and/or field testing need to be enrolled and identified as taking the DLM-AA earlier to begin accessing materials through the Educator Portal.

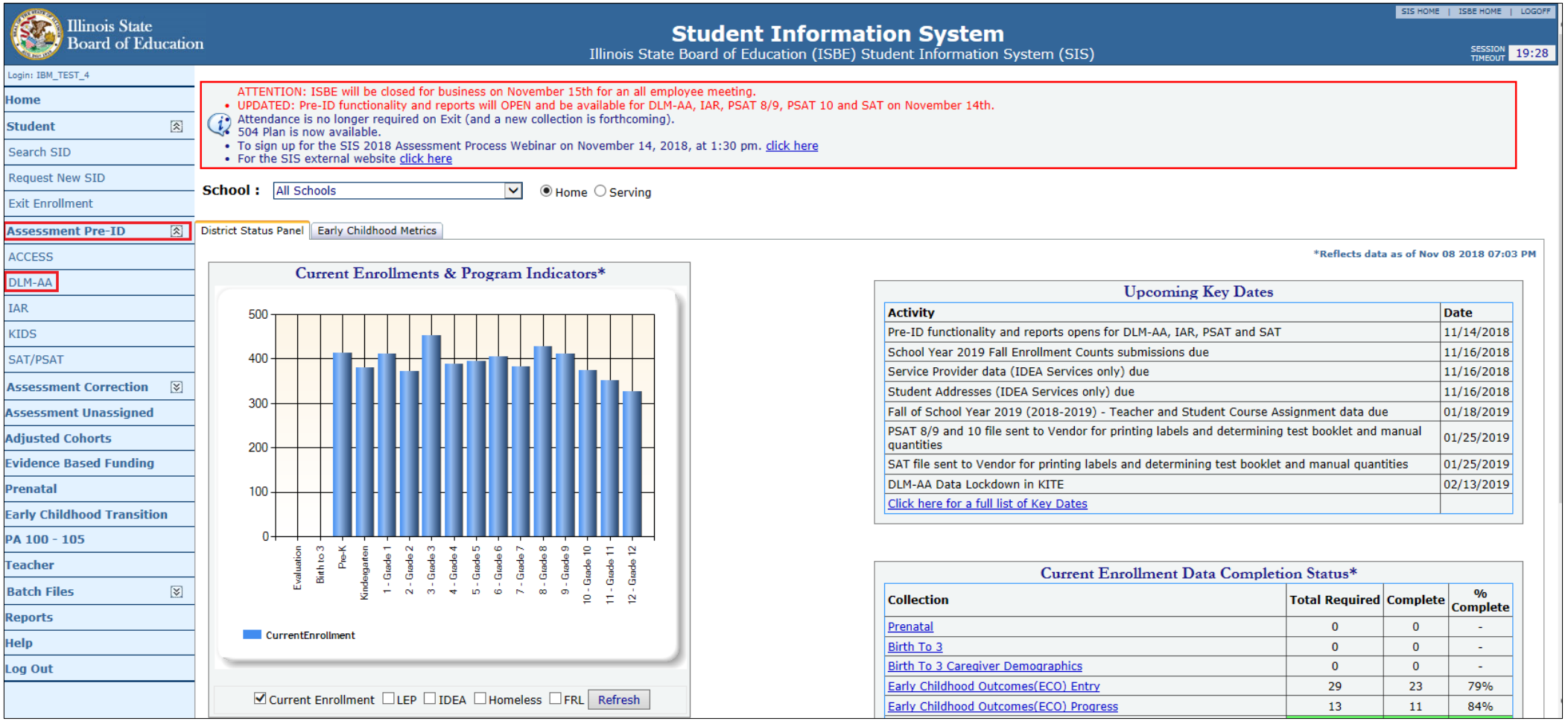
DLM-AA Pre-ID

- **DLM-AA Pre-ID Data Elements**
  - RCDTS for Testing School
  - First Year in U.S. School
  - Grade 12 Required to Test
    - www.isbe.net/Documents/Grade_12_Testers_Flow_Chart_2019.pdf

https://www.isbe.net/Documents/dlm-aa-pre-id.pdf

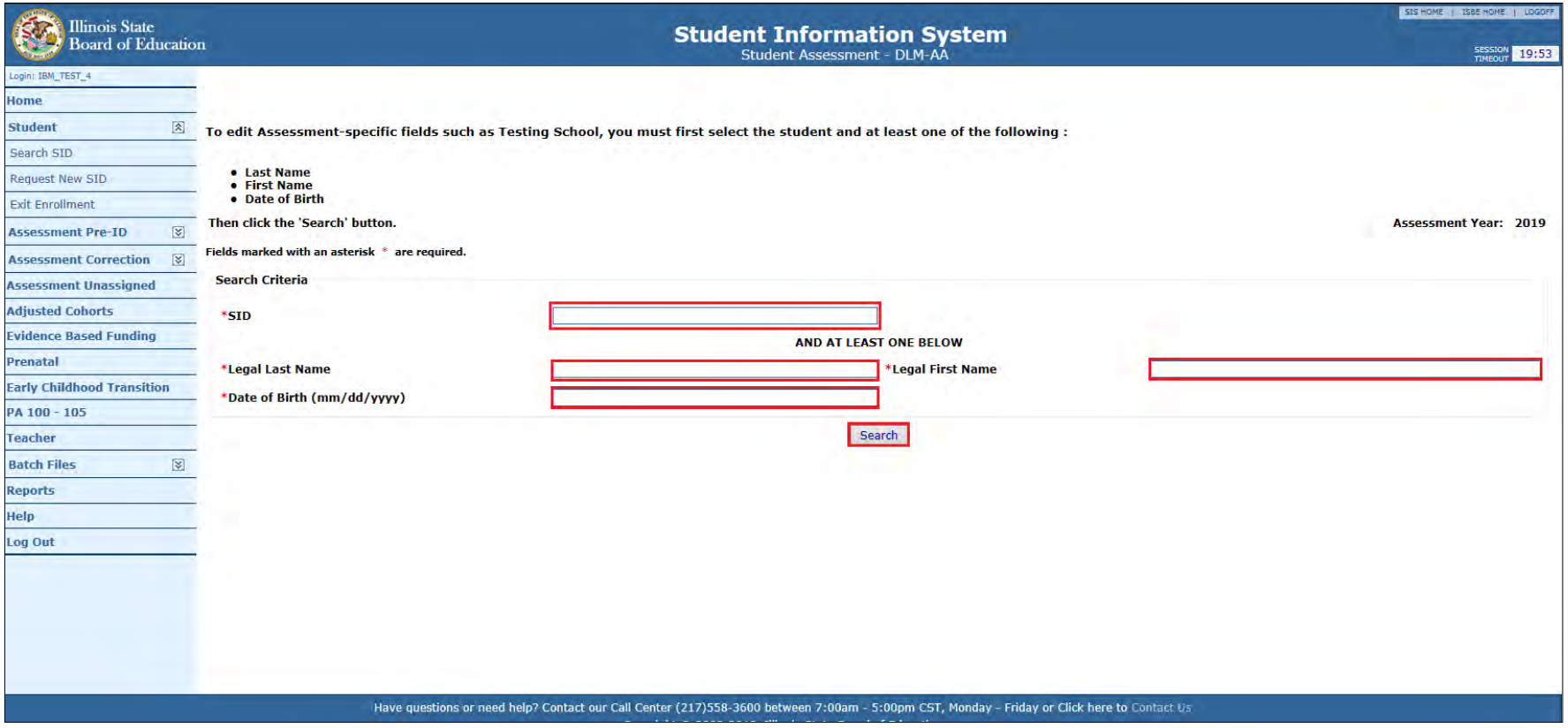
DLM-AA Pre-ID

- **DLM-AA Pre-ID - Online**



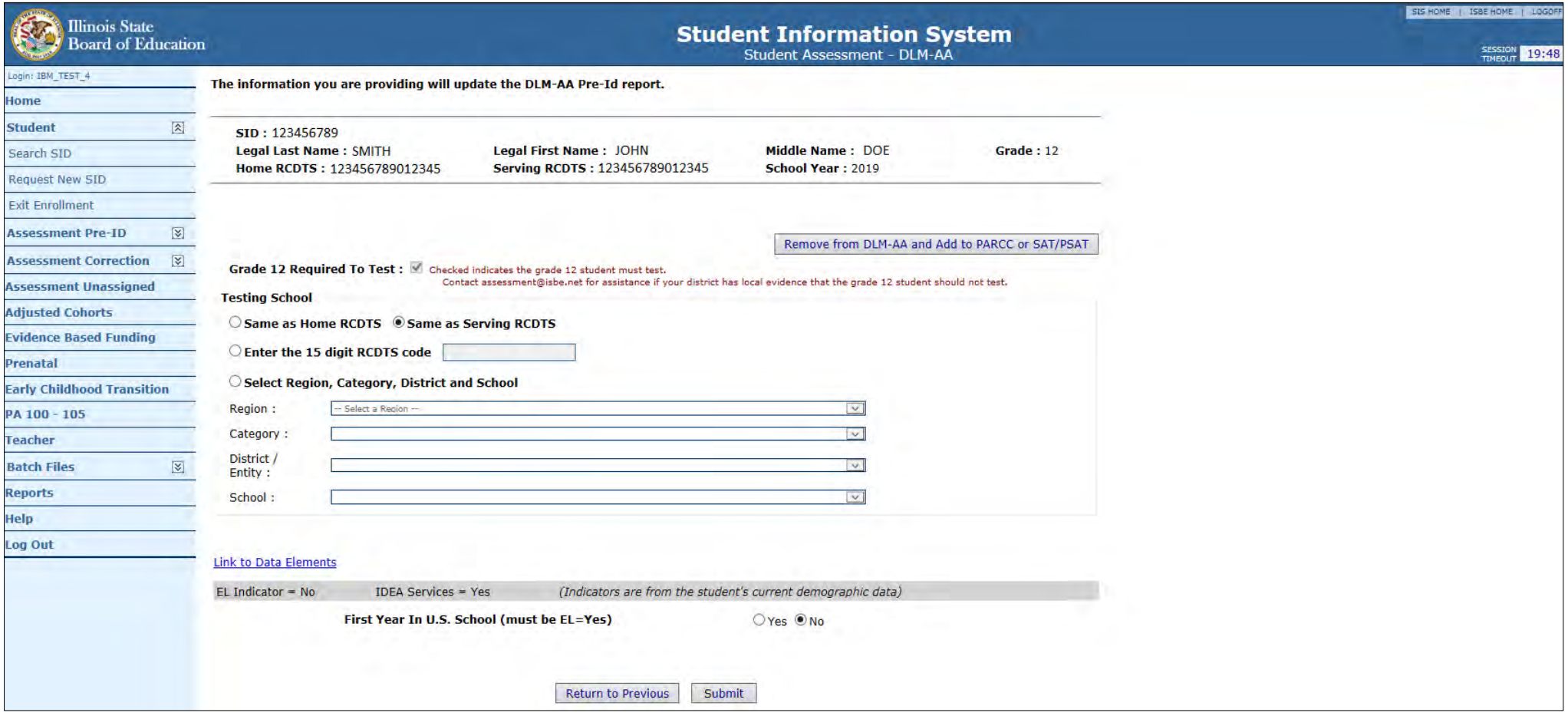
DLM-AA Pre-ID

- **DLM-AA Pre-ID – Online**



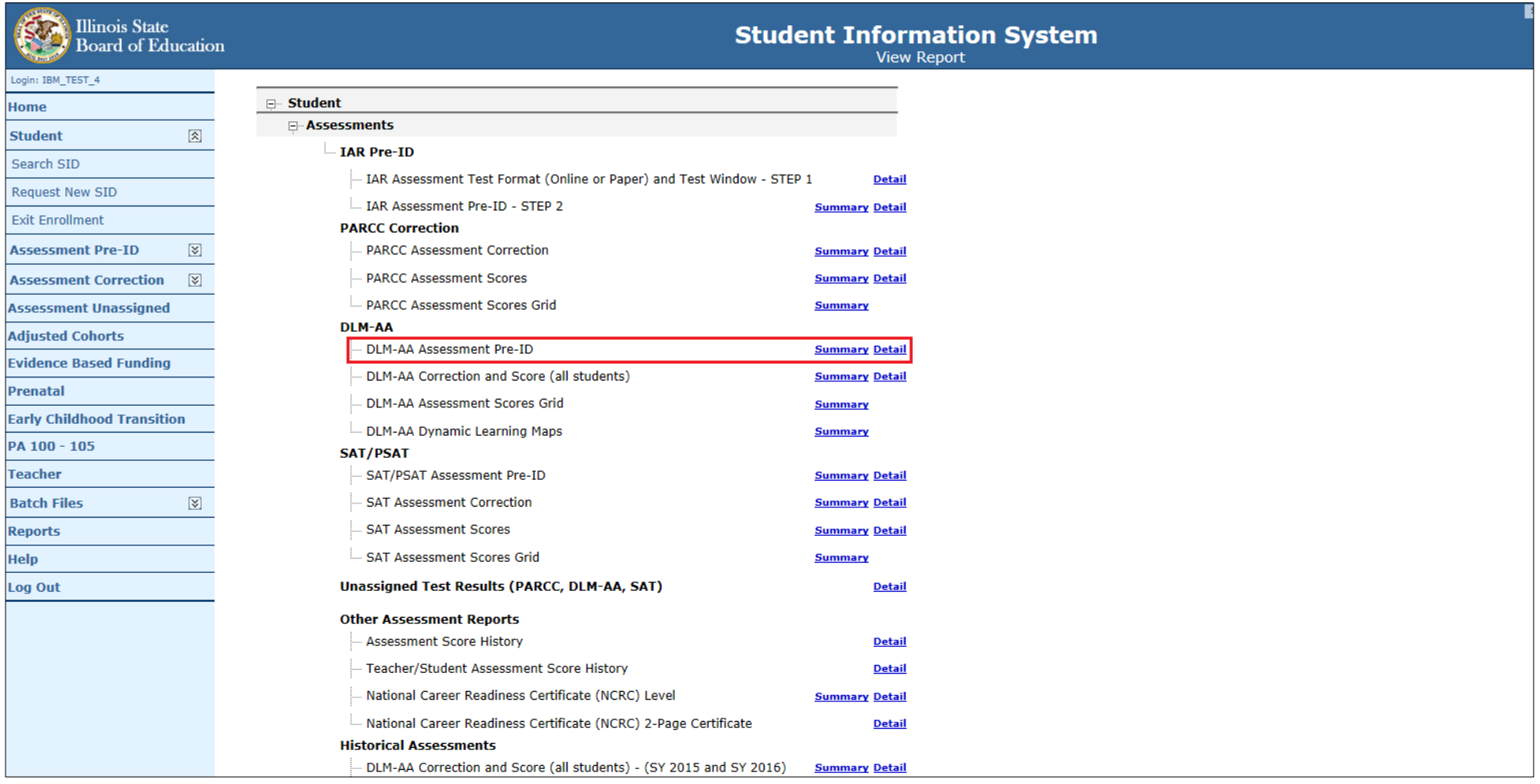
DLM-AA Pre-ID

- **DLM-AA Pre-ID – Online**



DLM-AA Pre-ID

- **SIS Reports – DLM-AA Pre-ID**



DLM-AA Pre-ID

- **SIS Reports – DLM-AA Pre-ID Report**

11/13/2018 1:29 pm

Illinois State Board of Education
Student Information System
DLM-AA Assessment Pre-ID (Detail)

SIS Home District: 123456789 ISBE SD 101

Selection Criteria: Sorted By: Student Name

Columns	**A**	Grade	**D**	Grade 12 Required to Test* (Yes, No)
	B	IDEA Services (Yes, No)	**Error:**	Student must be IDEA Services - Yes, to take the DLM-AA.
	C	First Year in U.S. School (Yes, No)		

IMPORTANT:
Students in grades 5, 8, and 11 must be rostered for and tested in Mathematics, ELA, and Science.
Students in grades 3, 4, 6, 7, 9 and 10 must be rostered for and tested in only Mathematics and ELA.
*Yes in this column indicates the grade 12 student must test. Contact assessment@isbe.net for assistance as needed if your district has local evidence that the grade 12 student should not test.

Student ID	Student Name	Birth Date	Home RCDTS	Testing RCDTS	A	B	C	D	Error

Illinois State Board of Education

ACCESS Site File and Testing Window

SIS School Year at a Glance

- **September 13, 2019**
  - **DLM-AA Pre-ID file sent to Vendor**
- **September 27, 2019**
  - **ACCESS Site File and Testing Window due**
- **October 1, 2019**
  - **Seal of Biliteracy Award Data for SY 2019 due**
  - **Seal of Biliteracy Application for SY 2020 due**
- **October 25, 2019 by 4:00 p.m.**
  - **Eligible for Immigrant Education Program data due and Extracted from SIS for funding eligibility and allocation calculations**

ACCESS Site File and Testing Window

- **What is the purpose of the Site file and Testing window collection?**
  - To transmit ACCESS assessment administration information to Data Recognition Corporation (DRC) for creation of accounts in the WIDA-AMS system, and to notify the state of the need for alternate ACCESS testing dates.

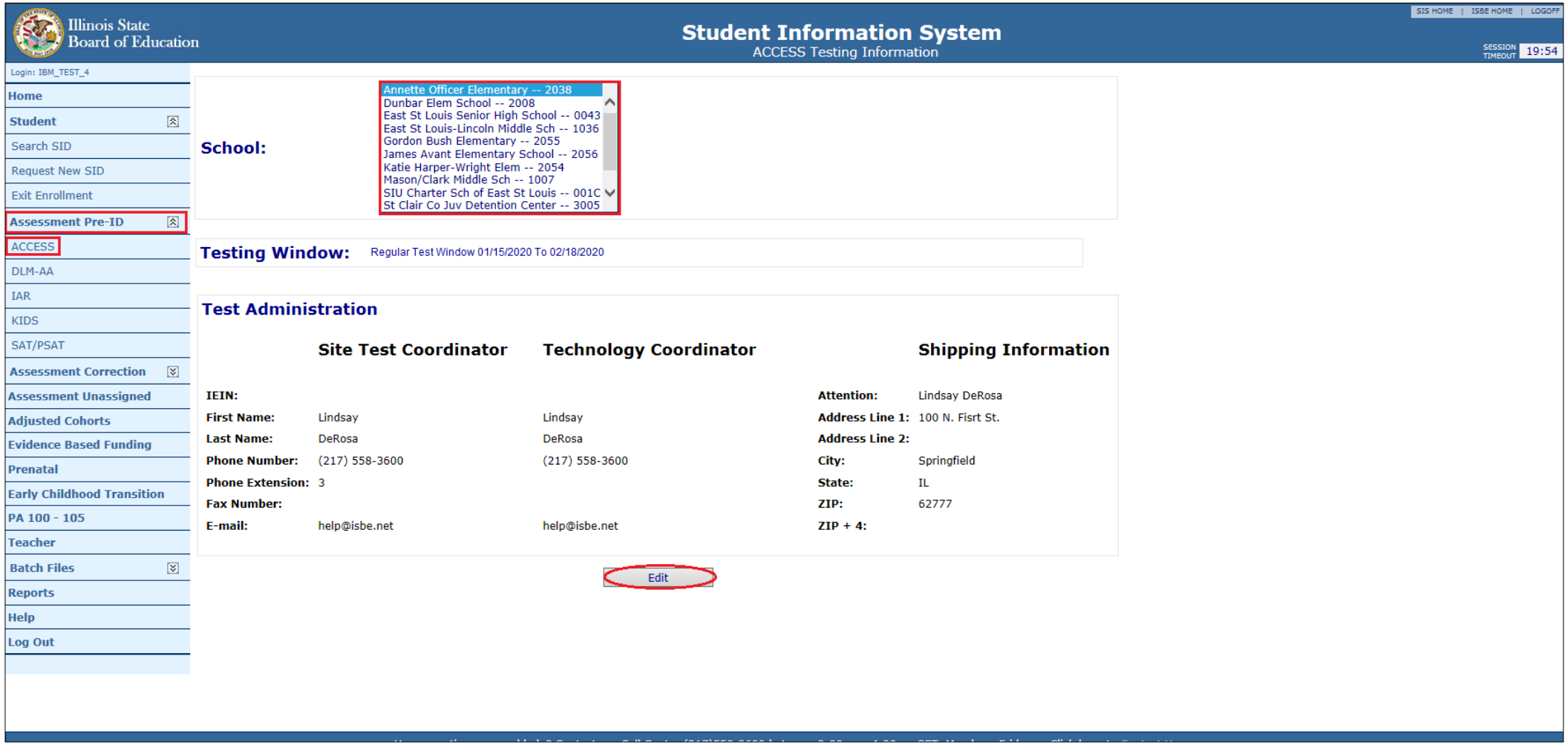
- **What needs to be reported?**
  - Report the ACCESS Testing Window for the entire district or individual school
    - All schools within the district will default to the regular testing window.
      - Regular Testing Window 01/15/2020 to 02/18/2020
      - Waiver 1 Test Window 01/22/2020 to 02/25/2020
      - Waiver 2 Test Window 01/29/2020 to 03/03/2020

ACCESS Site File and Testing Window

- **What else needs to be reported?**
  - Site Coordinator, Technology Coordinator, and the Shipping Information for the entire district or an individual school
    - ISBE will populate all schools in the district with the “Superintendent” as the Site Coordinator and the Technology Coordinator. The Shipping address will be defaulted to the district office.

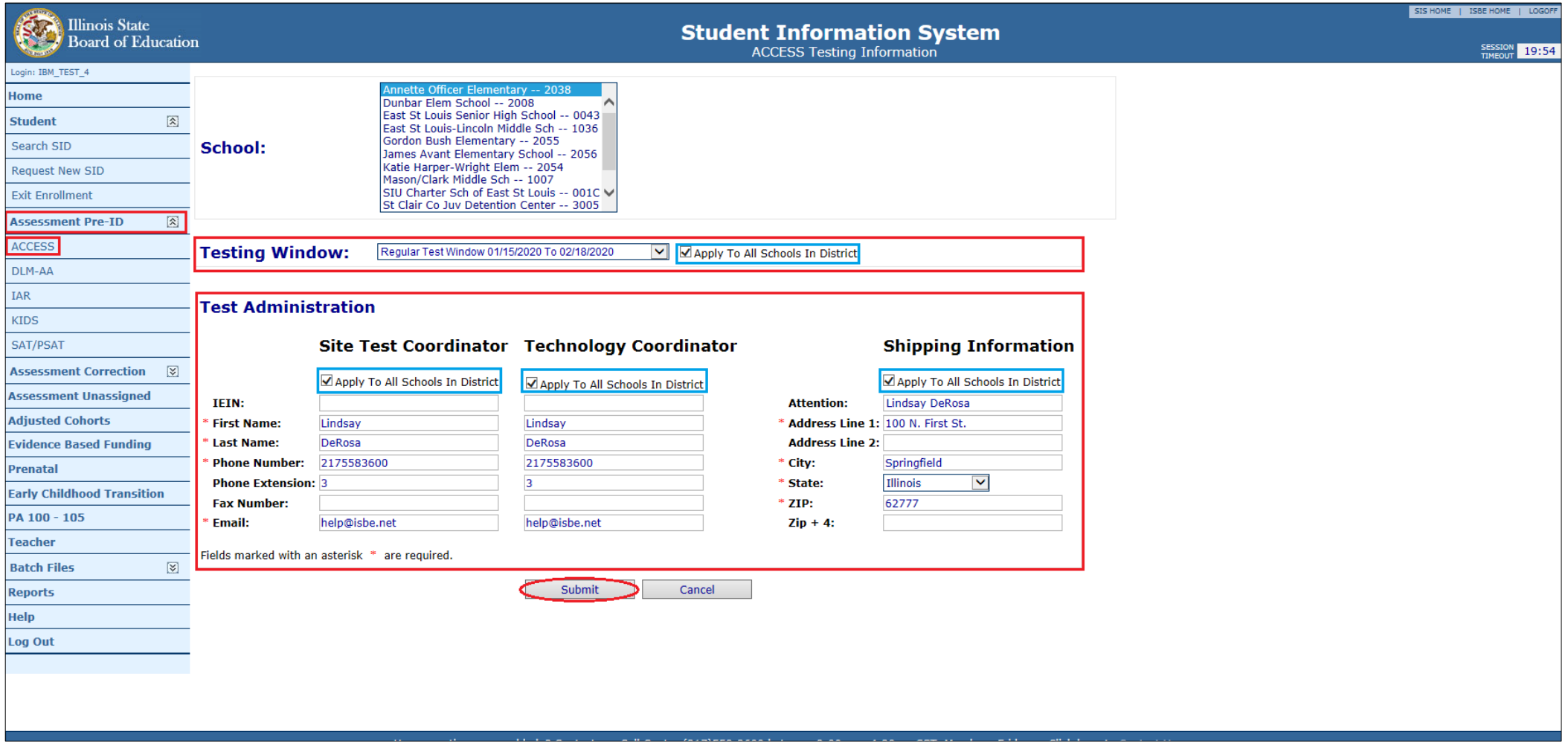
ACCESS Site File and Testing Window

- **ACCESS Test Site Information**



ACCESS Site File and Testing Window

- **ACCESS Test Site Information**



Illinois State Board of Education

Seal of Biliteracy Award

SIS School Year at a Glance

- **September 13, 2019**
  - **DLM-AA Pre-ID file sent to Vendor**
- **September 27, 2019**
  - **ACCESS Site File and Testing Window due**
- **October 1, 2019**
  - **Seal of Biliteracy Award Data for SY 2019 due**
  - **Seal of Biliteracy Application for SY 2020 due**
- **October 25, 2019 by 4:00 p.m.**
  - **Eligible for Immigrant Education Program data due and Extracted from SIS for funding eligibility and allocation calculations**

Seal of Biliteracy Award

- To add or to update a Seal of Biliteracy Award record the student must have a valid enrollment record in SIS by the following:
  - Enrollment record Home RCDT matches Seal of Biliteracy Award record's Home RCDT
  - Enrollment record School Year matches Seal of Biliteracy Award record's School Year
  - Enrollment is not erroneous
  - If updating Seal of Biliteracy Award record that already exists, Seal or Commendation cannot be "99"
  - Student must first be exited as Graduated in SIS

Seal of Biliteracy Award

Seal of Biliteracy Award Data Elements:

- Seal or Commendation
  - 01 - Seal
  - 02 - Commendation
  - 99 - Erroneous
- Language of Award
  - Language Codes (3 digits)

Seal of Biliteracy Award

Seal of Biliteracy Award Data Elements:

Method of Demonstrating English Proficiency

- 01 - English learner student meets the state proficient level on the ACCESS for ELs administered in any of grades 9-12. *Can be used for both Seal and Commendation.*
- 02 - Student achieves a “meets” or “exceeds” level in ELA on the state academic assessment administered at the secondary level. *Can be used for both Seal and Commendation.*
- 03 - Student obtains a composite score equivalent to Intermediate High or above (ACTFL proficiency levels) on the TOEFL, TOEIC or AAPPL or another standardized assessment meeting the requirements of 1.442(a)(1)(A)(iii) and either subsection (a)(1)(A)(i) or (ii), as applicable (including the ACT or SAT). *Can be used for both Seal and Commendation.*
- 04 - English learner student meets the state level for part-time TBE placement on the ACCESS for ELs administered in any of grades 9-12. *ONLY for Commendation.*
- 05 - Student obtains a composite score equivalent to Intermediate Low or above (ACTFL proficiency levels) on the TOEFL, TOEIC or AAPPL or another standardized assessment meeting the requirements of 1.442(a)(1)(A)(iii) and either subsection (a)(1)(A)(i) or (ii), as applicable. *ONLY for Commendation.*

Seal of Biliteracy Award

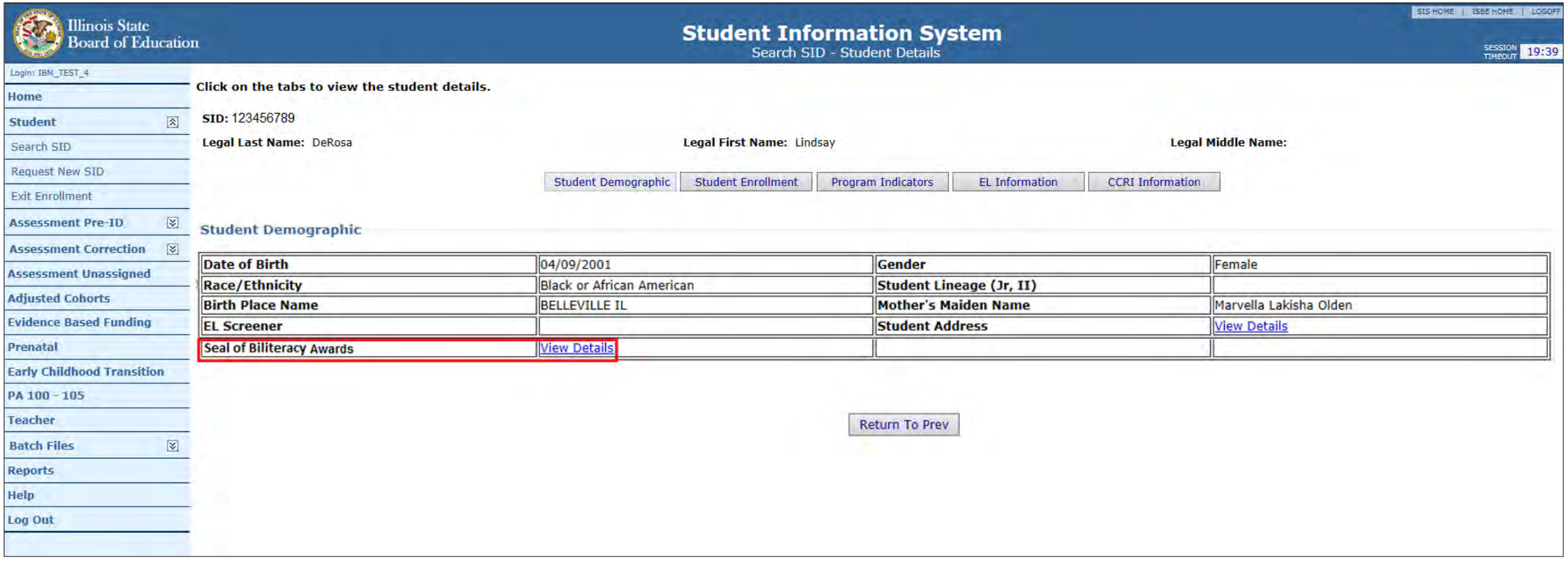
Seal of Biliteracy Award Data Elements:

Method of Demonstrating Proficiency in Language Other than English

- 01 - Student obtains a composite score equivalent to Intermediate High or above (ACTFL proficiency guidelines) on an assessment of reading, writing, listening and speaking in the target language that is accepted by ISBE (or in an assessment of reading in Latin that is accepted by ISBE). *Can be used for both Seal and Commendation.*
- 02 - Student obtains a score equivalent to ACTFL Intermediate High level (meeting progress indicators for 12th grade set forth in the Standards for Learning American Sign Language (2014)) or above on an assessment of American Sign Language. The assessment must be designed according to research-based national or international standards for educational testing. *Can be used for both Seal and Commendation.*
- 03 - Student demonstrates proficiency equivalent to ACTFL Intermediate High level or above in reading, writing, listening and speaking through the alternative evidence method. *Can be used for both Seal and Commendation.*
- 04 - Student obtains a composite score equivalent to Intermediate Low or above (ACTFL proficiency guidelines) on an assessment of reading, writing, listening and speaking in the target language that is accepted by ISBE (or in an assessment of reading in Latin that is accepted by ISBE). *ONLY for Commendation.*
- 05 - Student obtains a score equivalent to ACTFL Intermediate Low or above on an assessment of American Sign Language. The assessment must be designed according to research-based national or international standards for educational testing. *ONLY for Commendation.*
- 06 - Student demonstrates proficiency equivalent to Intermediate Low or above (ACTFL proficiency guidelines) through the alternative evidence method. *ONLY for Commendation.*

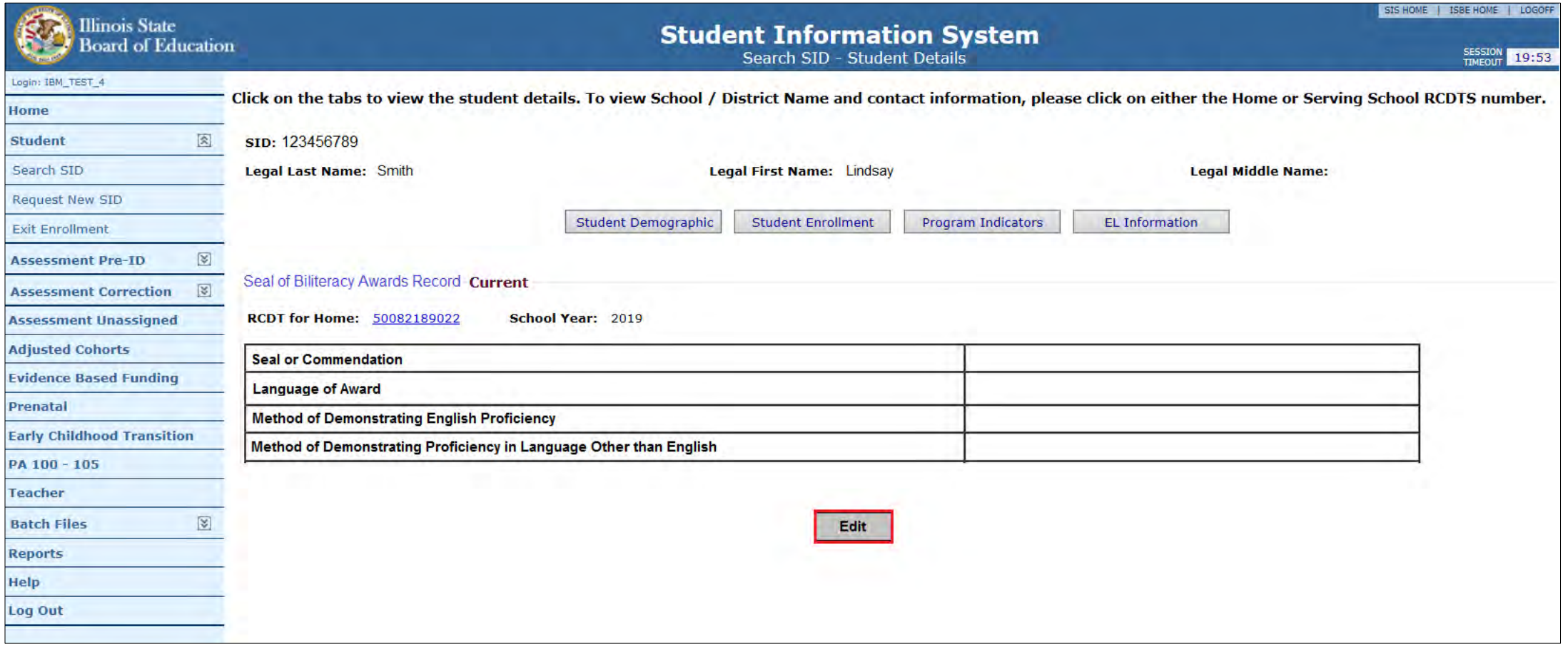
Seal of Biliteracy Award

Seal of Biliteracy Award – Add/Update Awards Online



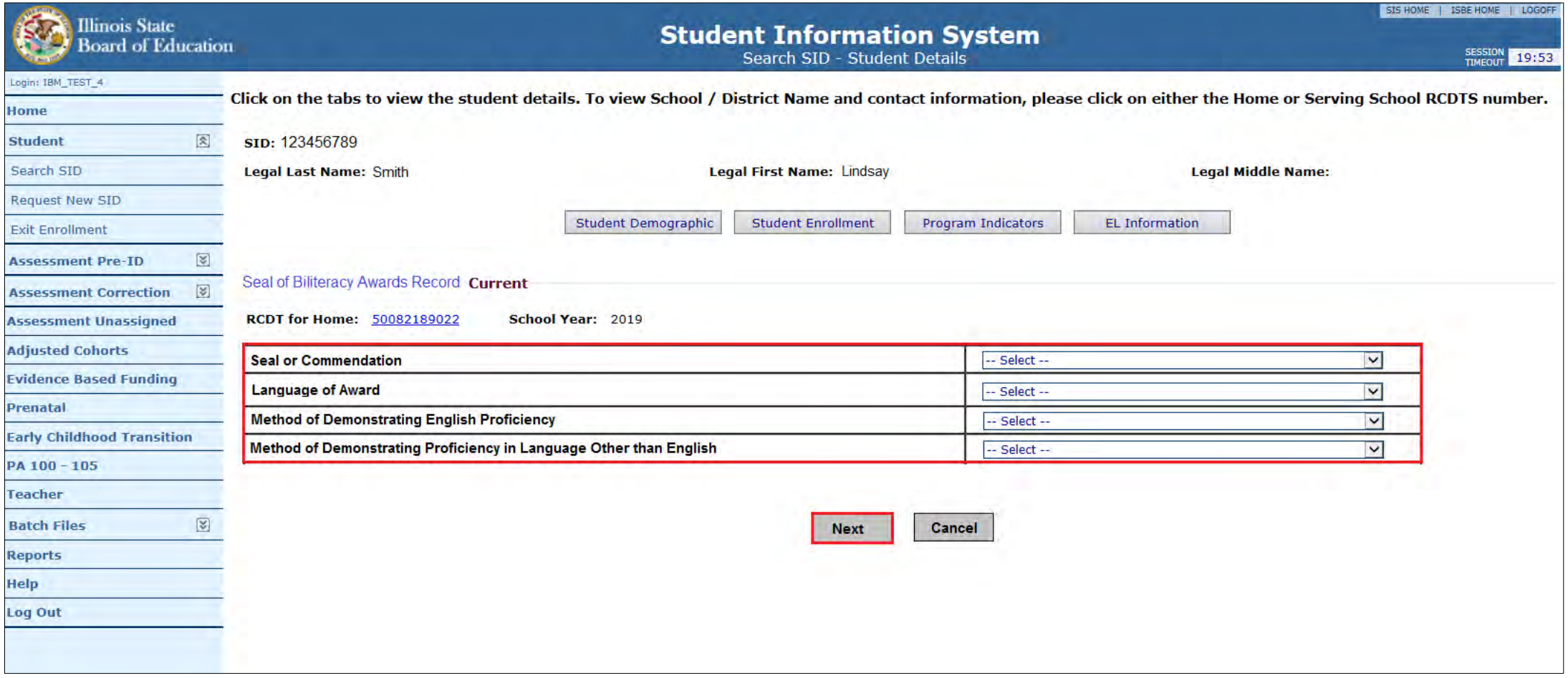
Seal of Biliteracy Award

Seal of Biliteracy Award – Edit



Seal of Biliteracy Award

Seal of Biliteracy Award – Submit



Illinois State Board of Education

Seal of Biliteracy Application

SIS School Year at a Glance

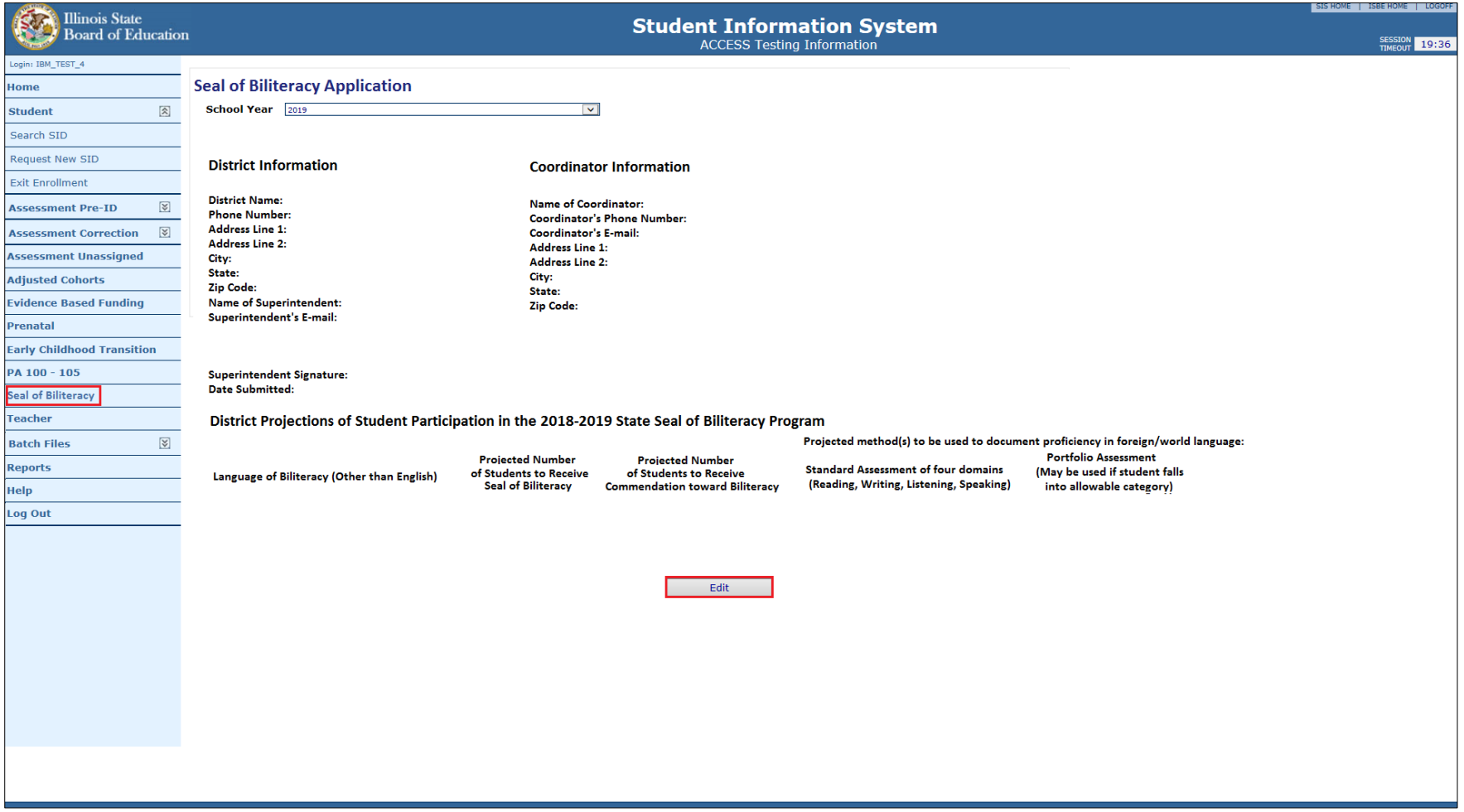
- **September 13, 2019**
  - **DLM-AA Pre-ID file sent to Vendor**
- **September 27, 2019**
  - **ACCESS Site File and Testing Window due**
- **October 1, 2019**
  - **Seal of Biliteracy Award Data for SY 2019 due**
  - **Seal of Biliteracy Application for SY 2020 due**
- **October 25, 2019 by 4:00 p.m.**
  - **Eligible for Immigrant Education Program data due and Extracted from SIS for funding eligibility and allocation calculations**

Seal of Biliteracy Application

- The Illinois State Seal of Biliteracy application will now be collected in SIS
- Only Districts' with enrollment's in grades 11-12 can apply for the Seal of Biliteracy
- Districts' must first complete a Seal of Biliteracy Application Online before Seal of Biliteracy Awards can be submitted
- Application is due by October 1, 2019

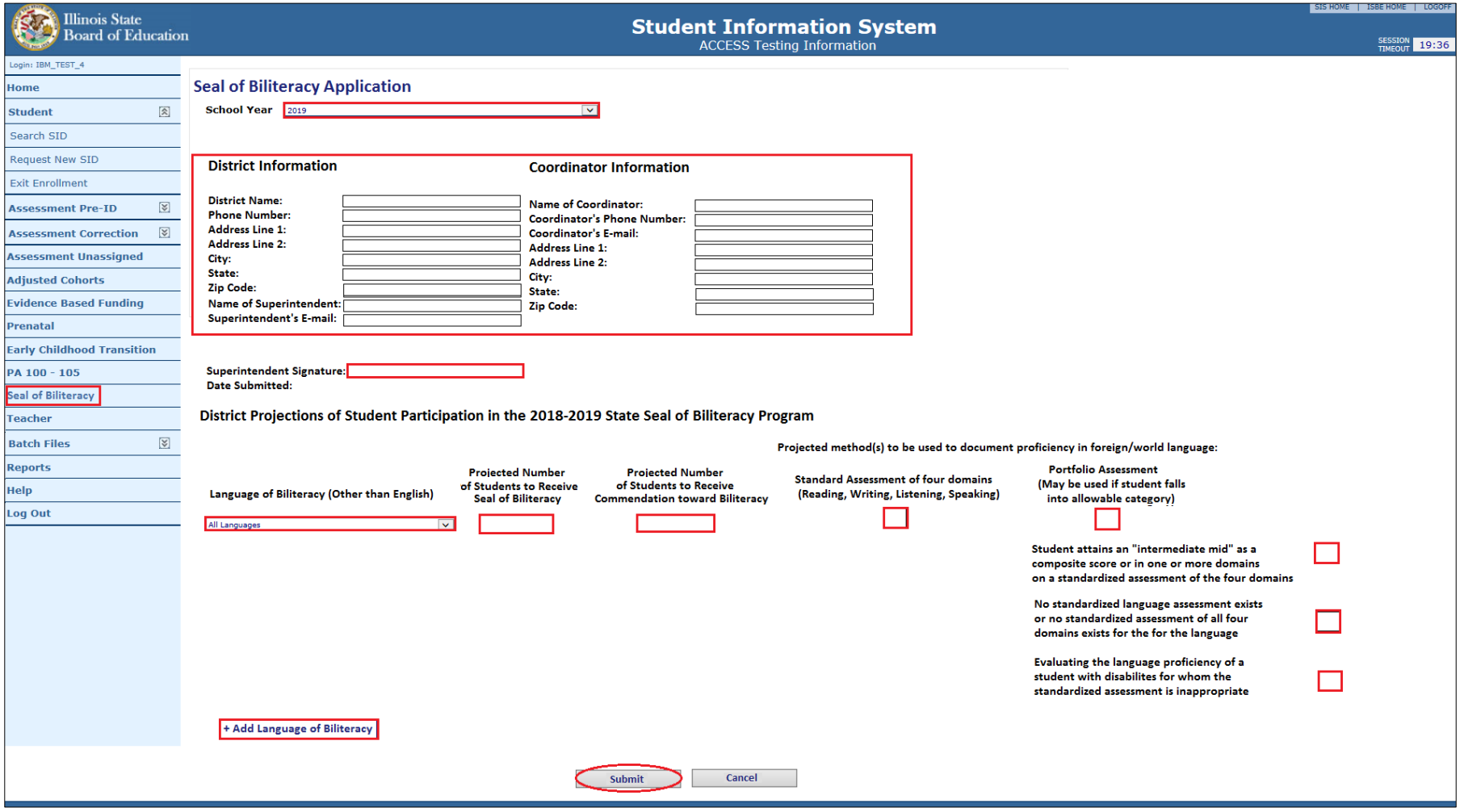
Seal of Biliteracy Application

- Seal of Biliteracy Application – Online Only



Seal of Biliteracy Application

- Seal of Biliteracy Application – Edit



Illinois State Board of Education

Eligible for Immigrant Education Program

SIS School Year at a Glance

- **September 13, 2019**
  - **DLM-AA Pre-ID file sent to Vendor**
- **September 27, 2019**
  - **ACCESS Site File and Testing Window due**
- **October 1, 2019**
  - **Seal of Biliteracy Award Data for SY 2019 due**
  - **Seal of Biliteracy Application for SY 2020 due**
- **October 25, 2019 by 4:00 p.m.**
  - **Eligible for Immigrant Education Program data due and Extracted from SIS for funding eligibility and allocation calculations**

Eligible for Immigrant Education Program

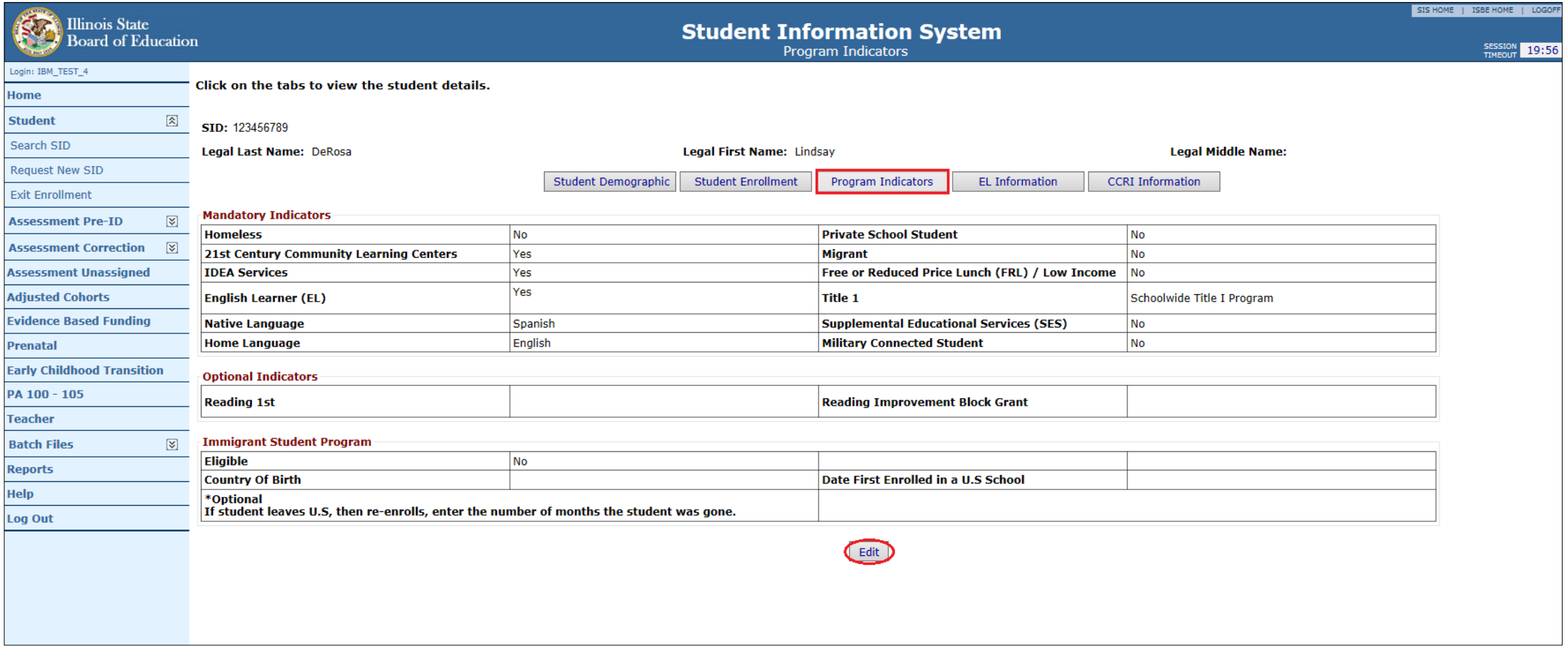
- Eligible Immigrant Education Program represents a student, ages 3-21, who was NOT born in any of the 50 states, the District of Columbia or Puerto Rico and who has been attending schools in the U.S. for less than three full academic years.
  - If Student ID was created within the last 3 years, the “Country of Birth” and “Date First Enrolled in a U.S. School” must be submitted before the student can be exited.
    - If the **Country of Birth** is other than the “United States” a **Date first Enrolled in a U.S. School** must also be provided.
  - Immigrant data can be submitted either online or via the batch process.
  - On October 25, 2019, the Eligible for Immigrant Education count for each district is populated in the EL ceiling (grant application).
    - Birth to 3 students will be excluded.

Eligible for Immigrant Education Program

- Country of Birth - Country codes
  - SIS Data Elements: https://www.isbe.net/Pages/SIS-Data-Elements-approved-codes-and-indicators.aspx
- First Date of Entry into a U.S. School will be optional if the “Country of Birth” is one of the following:
  - 1000 *(U.S.)*
  - 9030 *(Puerto Rico)*
- If a student leaves the U.S., then re-enrolls, enter the number of months the student was gone (online only)
  - Optional unless the student left the U.S. and then returned to school here

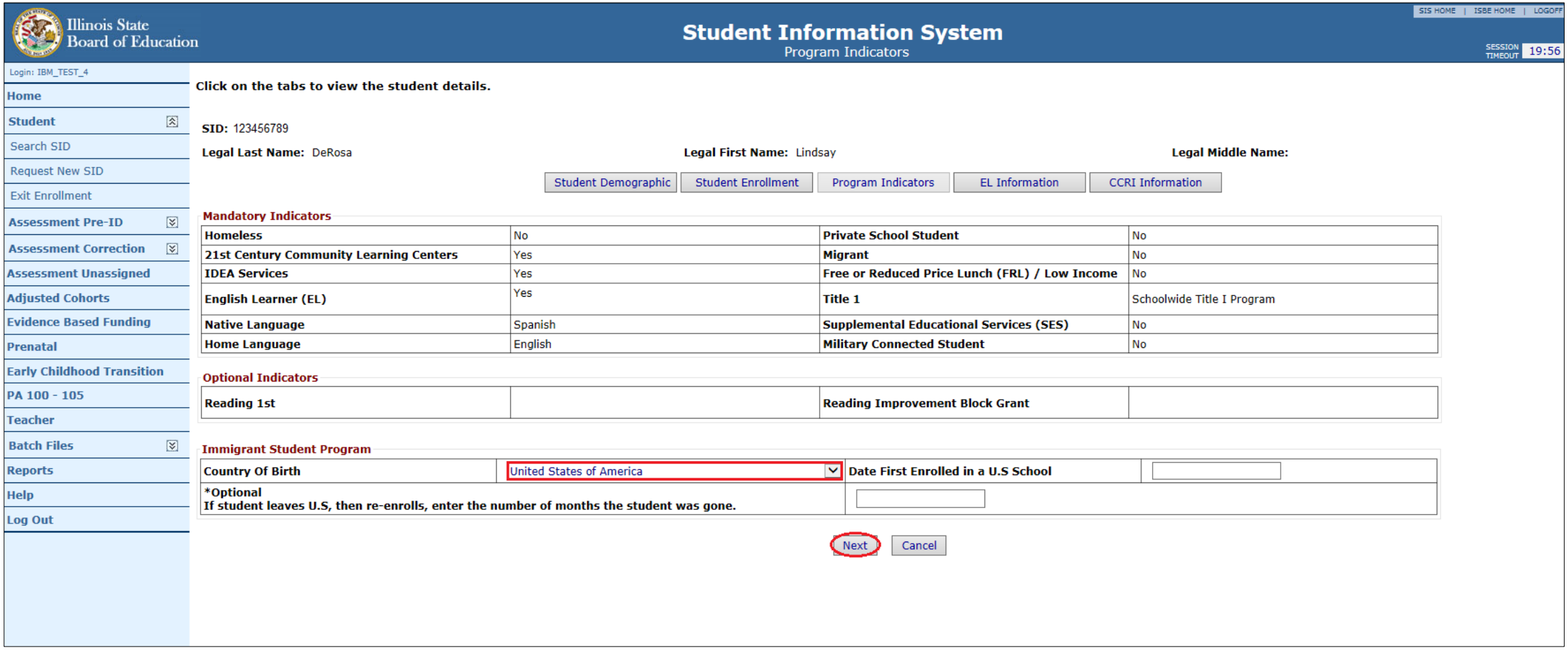
Eligible for Immigrant Education Program

- **Immigrant Student Program Link – Program Indicators Tab**



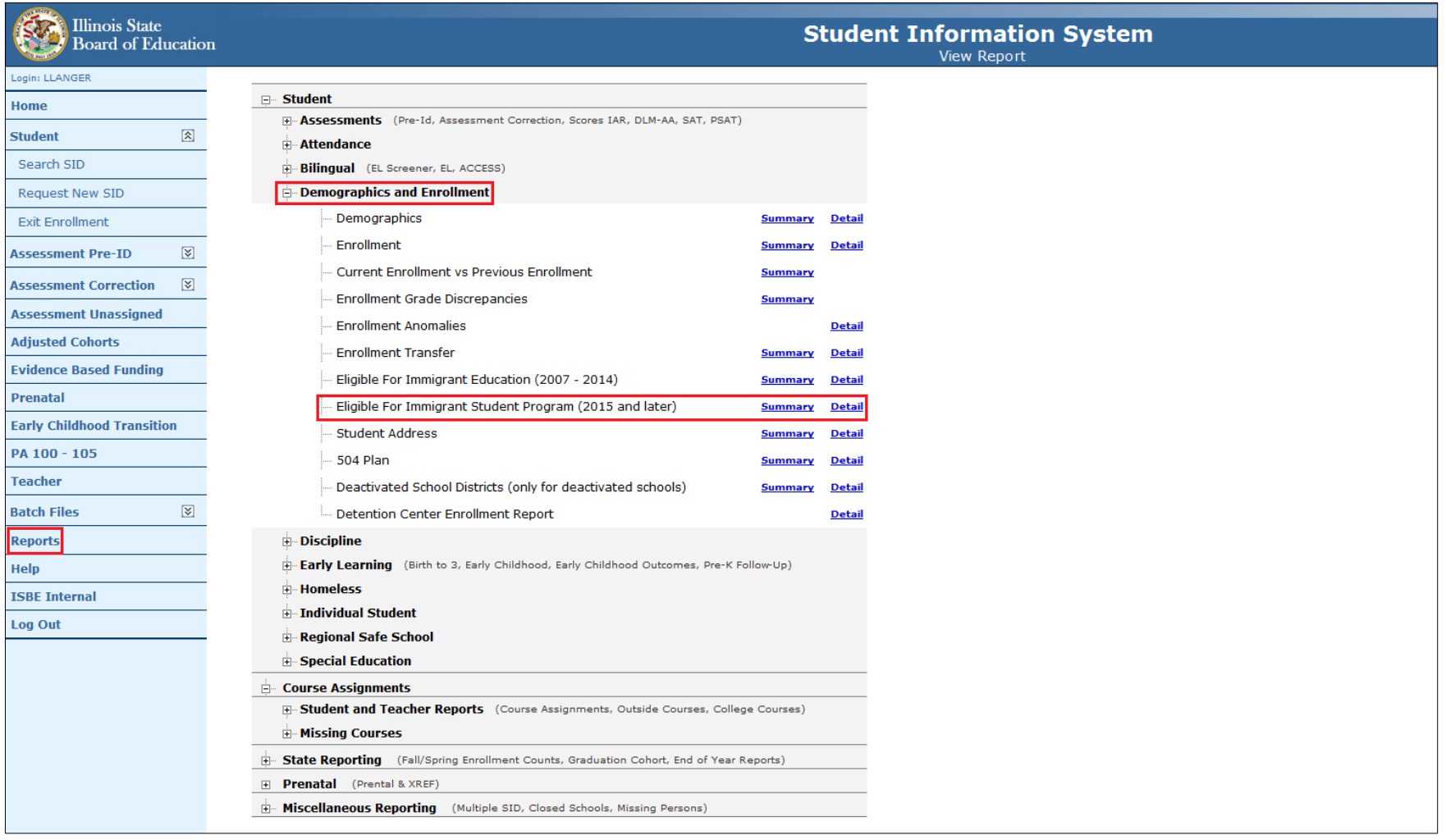
Eligible for Immigrant Education Program

- **Eligible for Immigrant Education Entry – Program Indicators Tab**



Eligible for Immigrant Program

- **What SIS report displays the Eligible for Immigrant Data? – Eligible for Immigrant Reports**



Eligible for Immigrant

- **Eligible for Immigrant Report**

6/23/2015 10:17 am

Illinois State Board of Education
Student Information System
Eligible for Immigrant Student Program Report

SIS Home District: 123456789812 ISBE Test District

Selection Criteria: Currently Enrolled Students Only Sorted By: Student Name

Student ID	Name	Birth Date	Home RCDTS	Serving RCDTS	Country of Birth	First Date of Entry into a US School	Number of Months left the country	Eligible For Immigrant Student	Completed
123456789	Smith, Michael	01/01/2000	123456789123456	123456789123456	United States of America	07/01/2013	0	No	Yes
123456789	Smith, Michael	01/01/2000	123456789123456	123456789123456	United States of America	08/03/2011	0	No	Yes
123456789	Smith, Michael	01/01/2000	123456789123456	123456789123456	United States of America	08/12/2013	0	No	Yes
123456789	Smith, Michael	01/01/2000	123456789123456	123456789123456	Guatemala	01/29/2015	0	Yes	Yes

Illinois State Board of Education

EL Screener

SIS School Year at a Glance

- **November 8, 2019 by 4:00 p.m.**
  - **Students Screened (EL Screener)**
  - **ACCESS Label File sent to Vendor**
- **November 15, 2019 by 4:00 p.m.**
  - **School Year 2020 Fall Enrollment Counts submissions due**
  - **Service Provider data due (Students receiving IDEA Services only)**
  - **Student Addresses due (Students receiving IDEA Services only)**

EL Screener

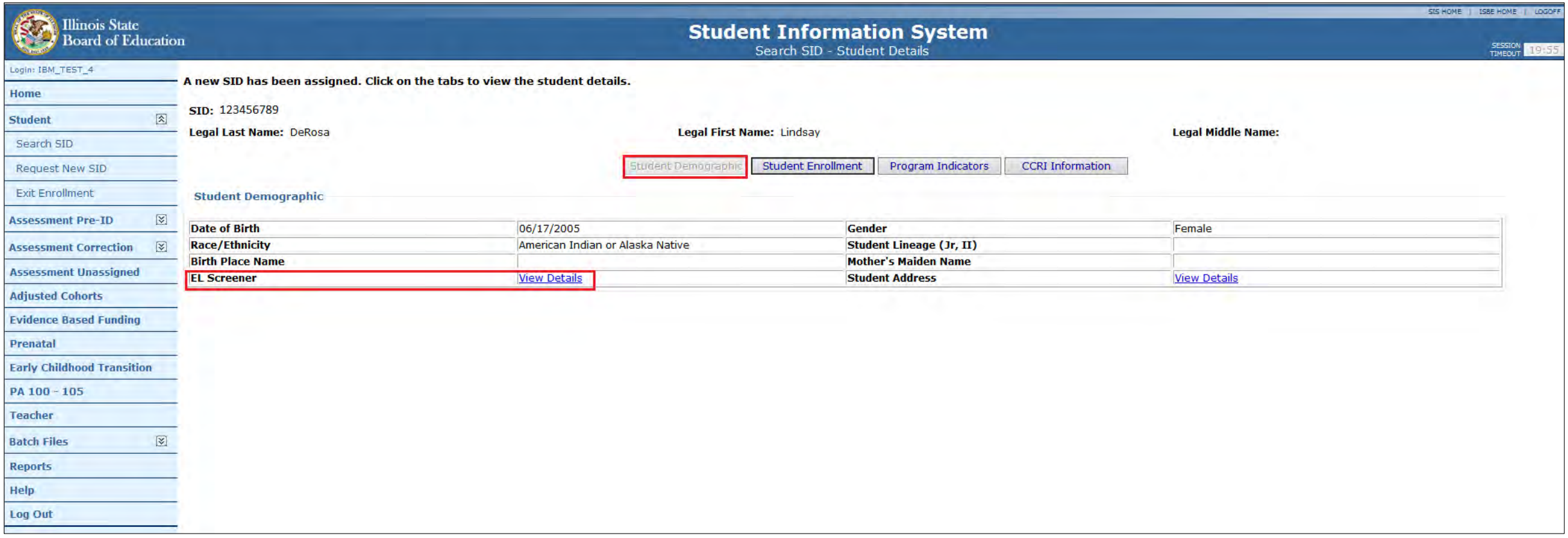
- EL Screener is mandatory when specific conditions apply
  - EL Screener is mandatory for EL and Non-EL students that meet all the following criteria:
    - Home Language or Native Language other than English
    - SID created after August 1, 2013
    - Enrolled in Grades K-12
    - No EL Screener data exists in ISBE SIS
  - More than one EL Screener may be provided if needed
  - If a Screener was not completed on the student, mark the Screener type as “Not Tested”

EL Screener

- EL Screener data collected:
  - Online
  - Batch
- Student must be enrolled in the district to provide the Screener data in SIS; student can take the screening test prior to start of school
- School districts receiving a transfer student will be able to review the Screener data prior to enrollment
- Screener Test types will include Pre-IPT, Pre-LAS 2000, ELTPS, other English Language Proficiency Test, Checklist Process, Interview Process, Observation Process, other Process, Model, W-APT, ACCESS for ELs (e.g., for ELs transferred from other WIDA states), other State Assessment Results, Private Schooled Student, and (if applicable) an option for “Not Tested” - some options are only applicable to Pre-K, as noted in the Data Elements
- Only Kindergarten and 1st Semester 1st Grade students can be screened using the 09 – MODEL Screener

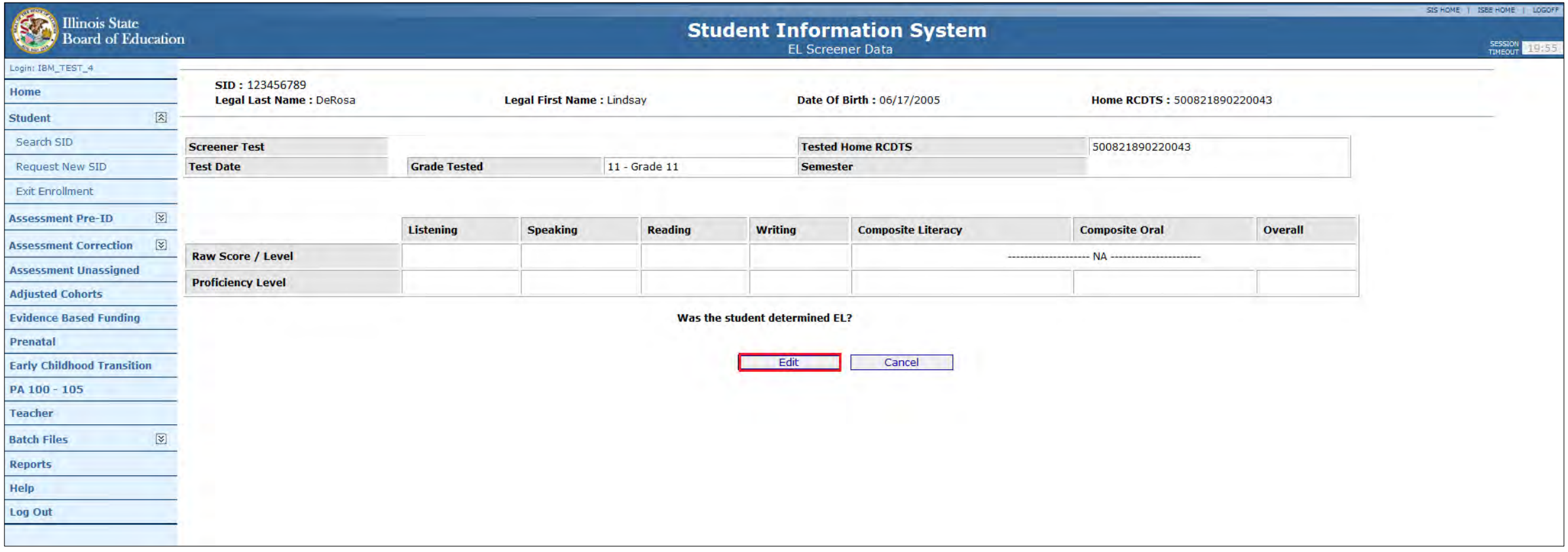
EL Screener

- **Demographics Tab - EL Screener Link**



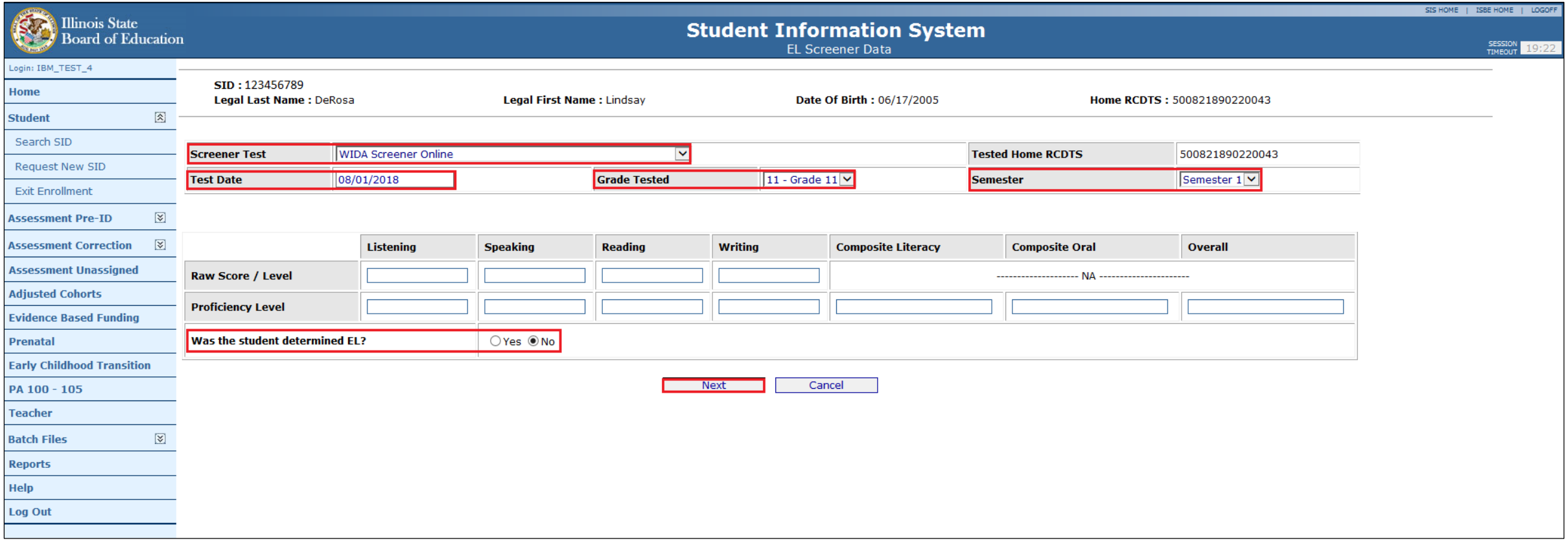
EL Screener

- **View**



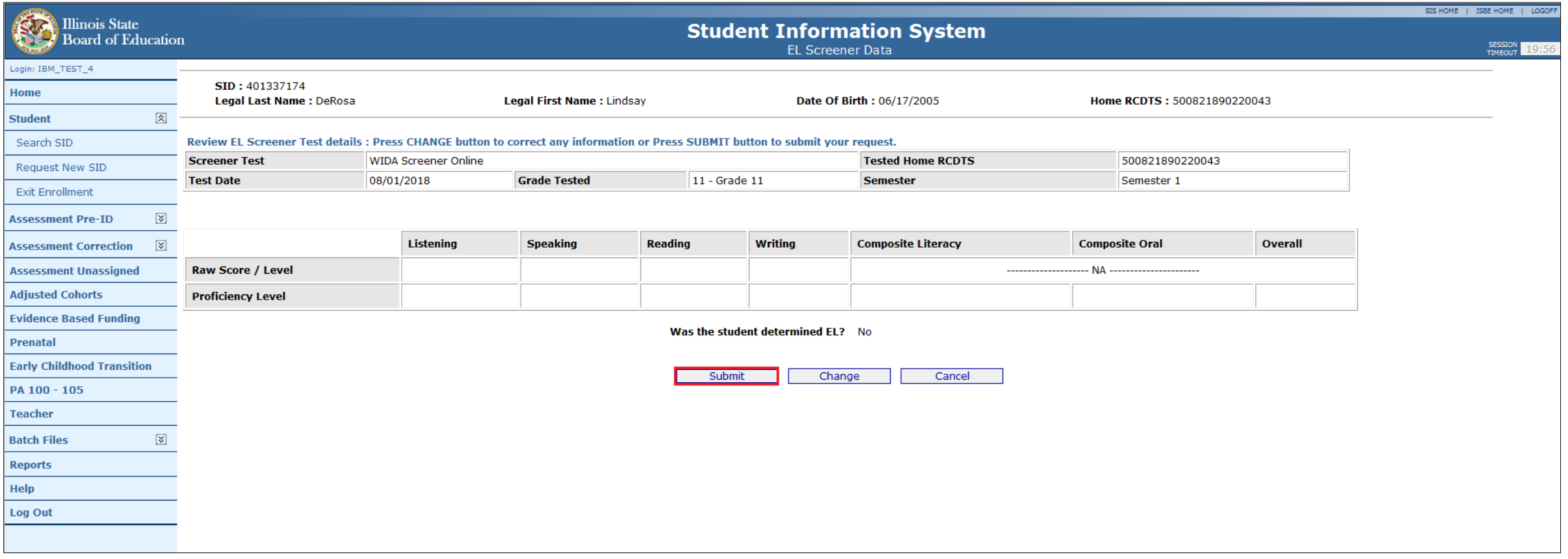
EL Screener

- **Edit**



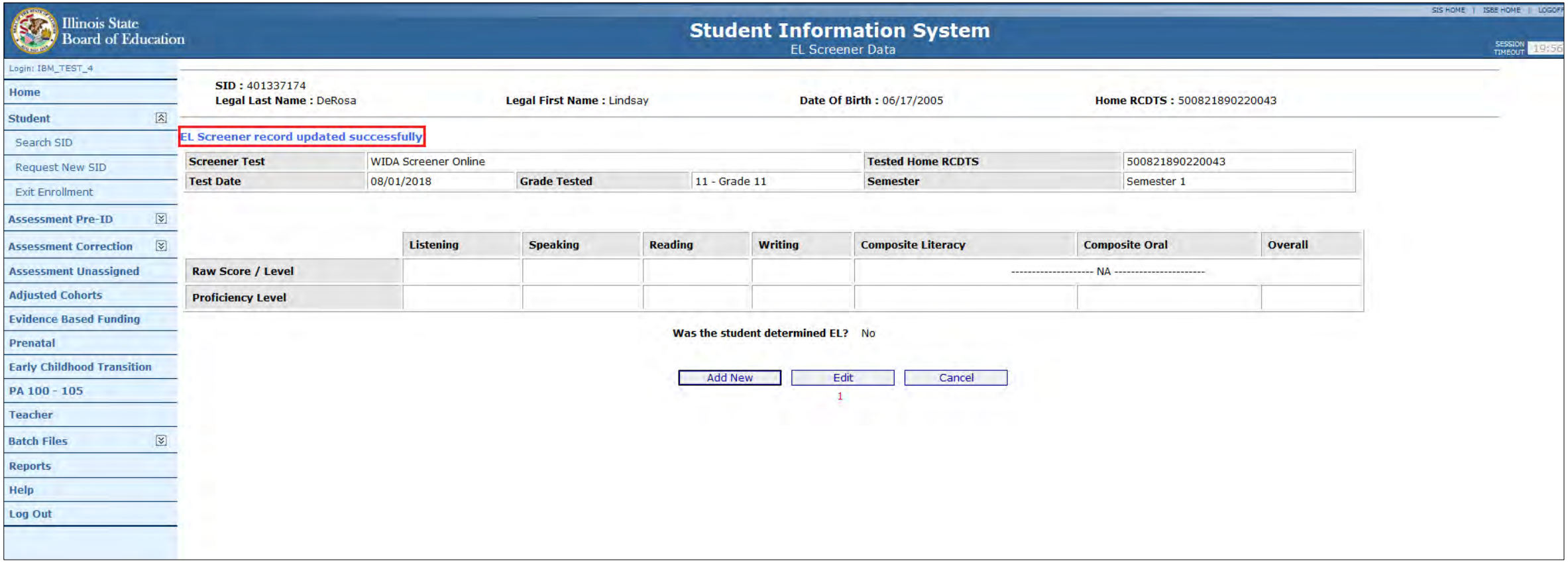
EL Screener

- **Review**



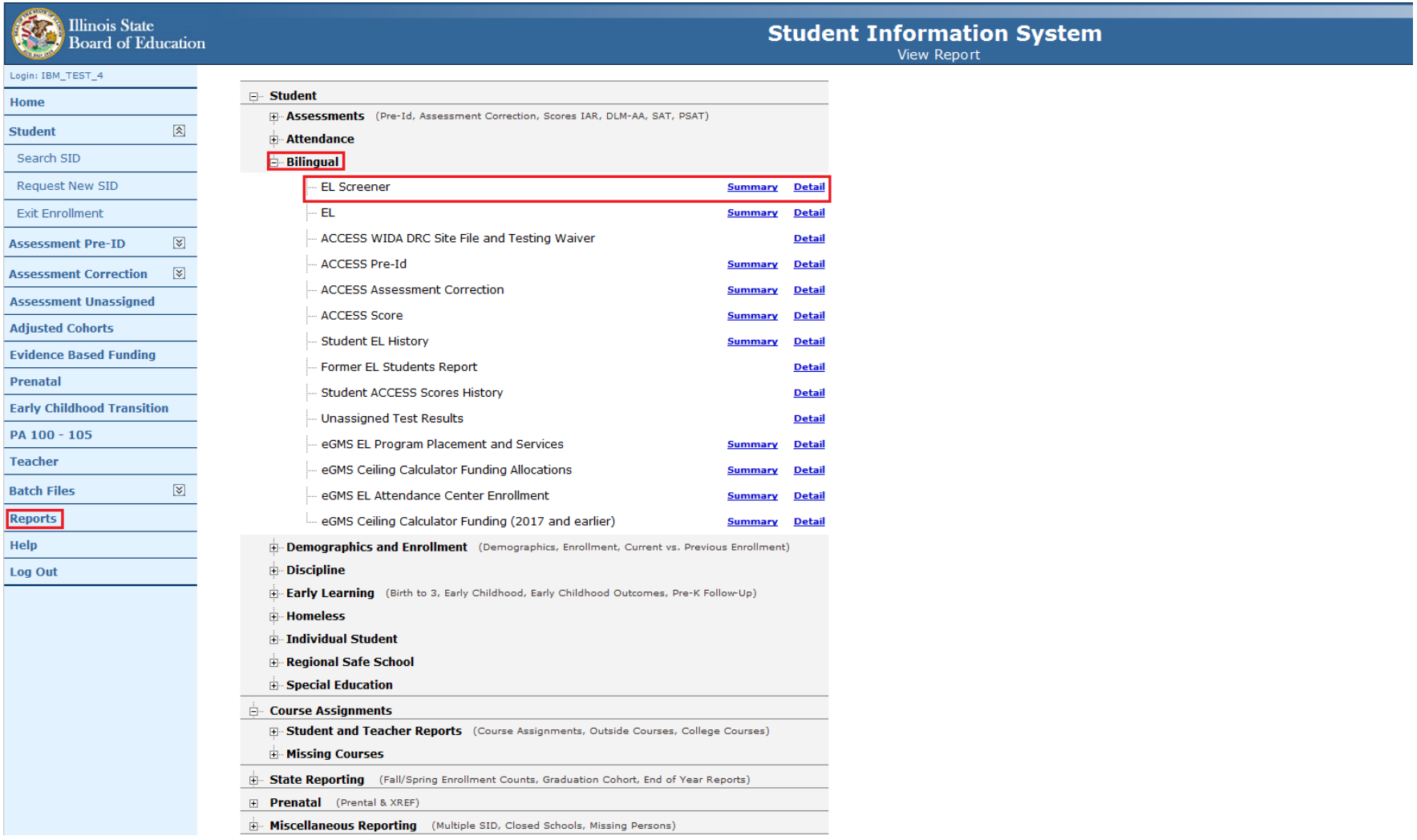
EL Screener

- **Update Successful**



EL Screener

- **EL Screener Reports**



EL Screener

- **EL Screener Reports**

2019 EL Screener (Detail)

7/15/2019 4:26 pm

SIS Home District: 12345678901 ISBE Test District

Selection Criteria: None Sorted By: Student Name

Columns

A	Gender	H	Date EL Screener Test Taken	P	Writing - Proficiency Level
B	Race	I	Listening - Raw Score/Level	Q	Literacy Proficiency Level
C	Grade Level at Time of Screener	J	Listening - Proficiency Level	R	Oral Proficiency Level
D	Native Language Code	K	Speaking - Raw Score/Level	S	Overall or Composite Proficiency Level
E	Home Language Code	L	Speaking - Proficiency Level	T	Final Determination of LEP Status
F	Semester	M	Reading - Raw Score/Level	U	EL Indicator
G	EL Screener Test Taken Code	N	Reading - Proficiency Level	V	EL Screener is Required
		O	Writing - Raw Score/Level		

	Birth Date	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V
Student ID: 123456789 **Name:** Test, Student																							
Tested RCDTS: 1234567890123445	01/01/2006	M	11	1	001	001	01	10	08/22/2012												Y	N	N
Student ID: 123456789 **Name:** Test, Student																							
Tested RCDTS: 1234567890123445	01/01/2006	M	11		001	001		10	03/20/2009	10		7								1.0	Y	N	N
Student ID: 123456789 **Name:** Test, Student																							
Tested RCDTS: 1234567890123445	01/01/2006	F	13	K	000	000	01	10	08/25/2015											5.0	N	N	N
Student ID: 123456789 **Name:** Test, Student																							
Tested RCDTS: 1234567890123445	01/01/2006	F	13		060	060		10	08/31/2009	6		5									Y	N	N
Student ID: 123456789 **Name:** Test, Student																							
Tested RCDTS: 1234567890123445	01/01/2006	F	13	K	060	060	01	10	08/27/2015											3.0	Y	N	N
Student ID: 123456789 **Name:** Test, Student																							
Tested RCDTS: 1234567890123445	01/01/2006	M	13		060	060		10	08/31/2009	5		5									Y	N	N

Illinois State Board of Education

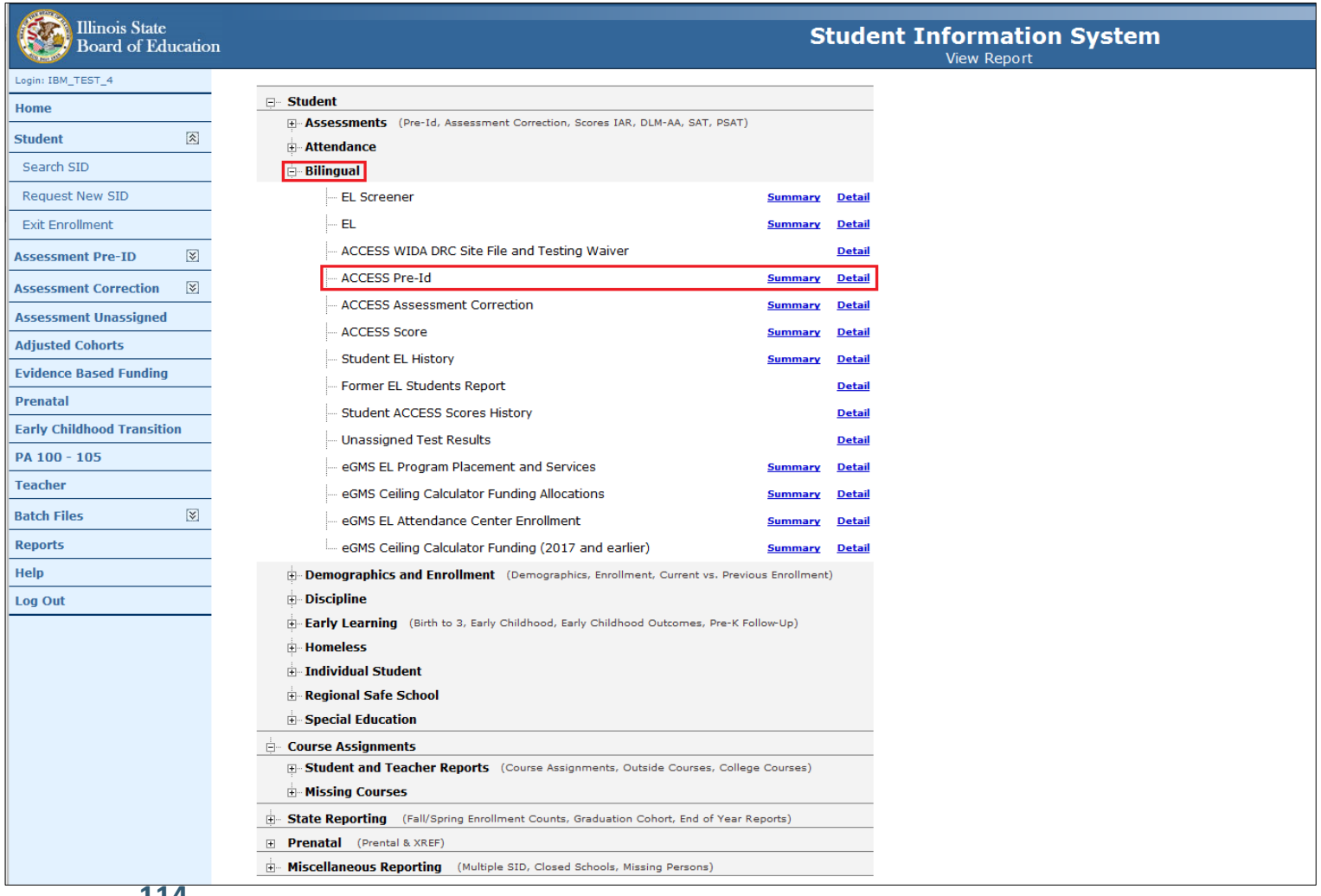
ACCESS Pre-ID Report

SIS School Year at a Glance

- **November 8, 2019 by 4:00 p.m.**
  - **Student Screened (EL Screener)**
  - **ACCESS Label File sent to Vendor**
- **November 15, 2019 by 4:00 p.m.**
  - **School Year 2020 Fall Enrollment Counts submissions due**
  - **Service Provider data due (Students receiving IDEA Services only)**
  - **Student Addresses due (Students receiving IDEA Services only)**

ACCESS Pre-ID Report

- **ACCESS Pre-ID Report**



ACCESS Pre-ID Report

- **ACCESS Pre-ID Report**

2019 ACCESS Pre-ID (Detail)

7/15/2019 4:32 pm

SIS Home District: 123456789 ISBE SD 101

Sorted By: Name

Columns
A Birth Date B Gender C Enrollment Grade D Ethnicity E Native Language F Migrant Indicator G EL Indicator H IDEA Services

Student ID	Student Name	Home RCDTS	Serving RCDTS	A	B	C	D	E	F	G	H
123456789	DeRosa, Lindsay	23456789012345	23456789012345	11/28/2003	M	7 - Grade 7	Hispanic or Latino	Spanish	N	Y	N

Total Students: 1

Illinois State Board of Education

Fall Enrollment Counts

SIS School Year at a Glance

- **November 8, 2019 by 4:00 p.m.**
  - **Students Screened (EL Screener)**
  - **ACCESS Label File sent to Vendor**
- **November 15, 2019 by 4:00 p.m.**
  - **School Year 2020 Fall Enrollment Counts submissions due**
  - **Service Provider data due (Students receiving IDEA Services only)**
  - **Student Addresses due (Students receiving IDEA Services only)**

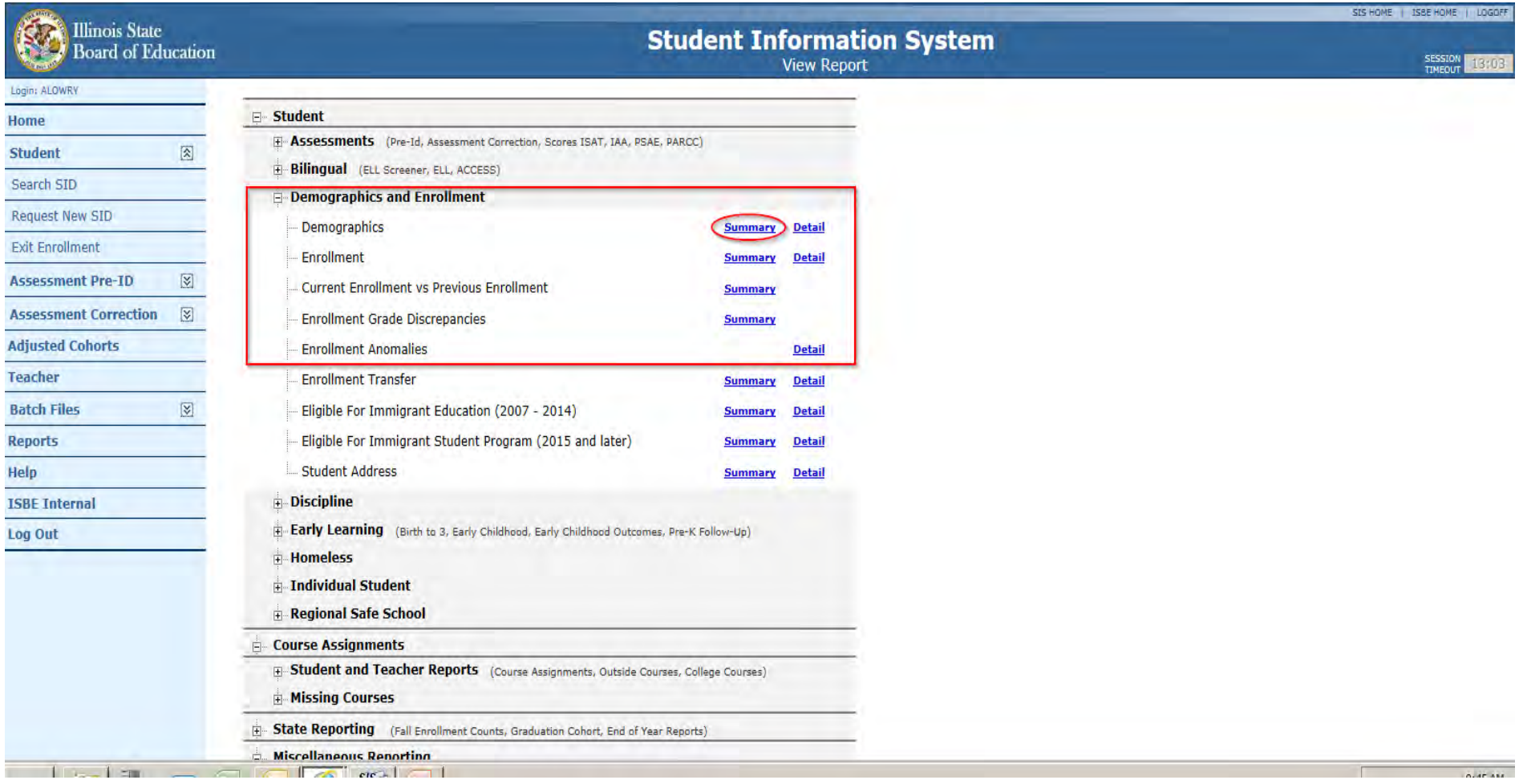
Fall Enrollment Counts

What reports should I review before the November 15, 2019, Fall Enrollment deadline?

- Student Demographic (Summary/Detail)
- Student Enrollment (Summary/ Detail)
- Current Enrollment vs. Previous Enrollment
- Enrollment Grade Discrepancies
- Enrollment Anomalies

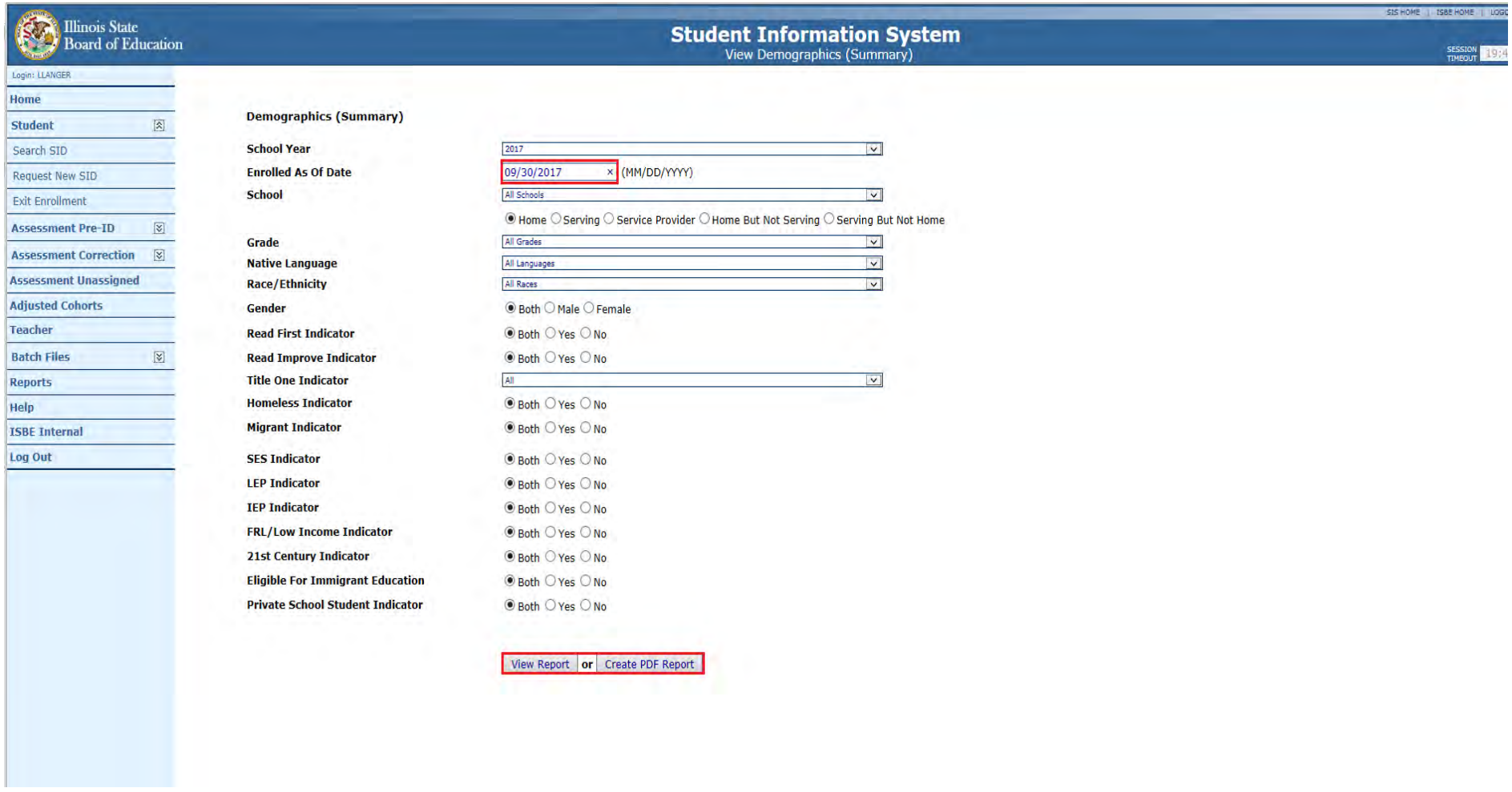
Fall Enrollment Counts

- **SIS Reports – Demographics (Summary)**



Fall Enrollment Counts

- **Demographics (Summary) – Criteria**



Fall Enrollment Counts

- **Demographics Summary Report**

2017 Demographics (Summary)

7/12/2017 8:42 am

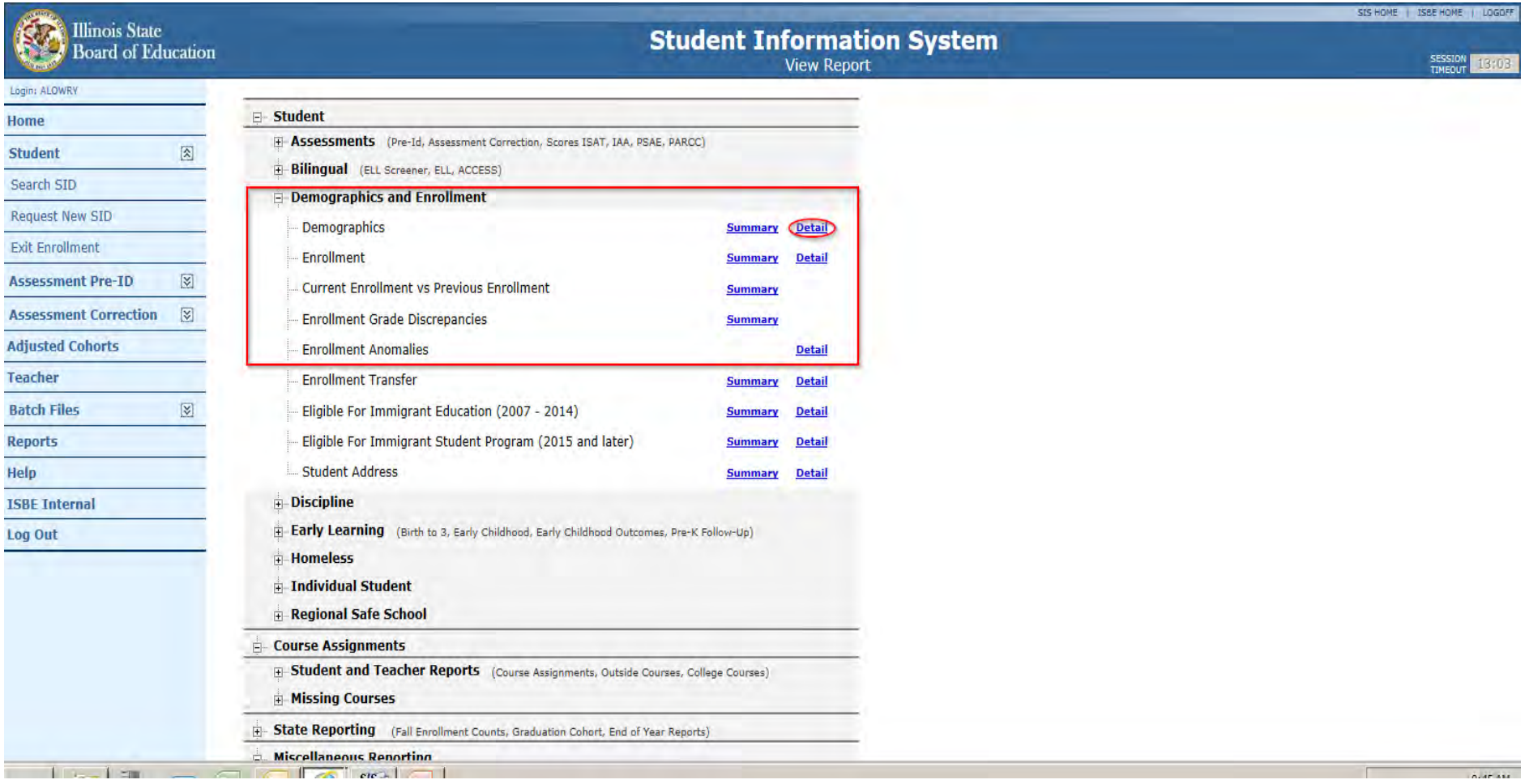
SIS Home District: 012345678912 ISBE Test District

Selection Criteria: Student Demographics = Current, Enrollments As Of = 07/12/2017

Grade Level: All	Total
Total Students:	467
Race: Black or African American	8
Race: Hispanic or Latino	15
Race: Two or More Races	6
Race: White	438
Native Language: Albanian/Gheg(Kosovo/Macedon)	1
Native Language: English	464
Native Language: Spanish	2
Home Language: Albanian/Gheg(Kosovo/Macedon)	1
Home Language: English	466
Gender: Male	236
Gender: Female	231
Reading First:	0

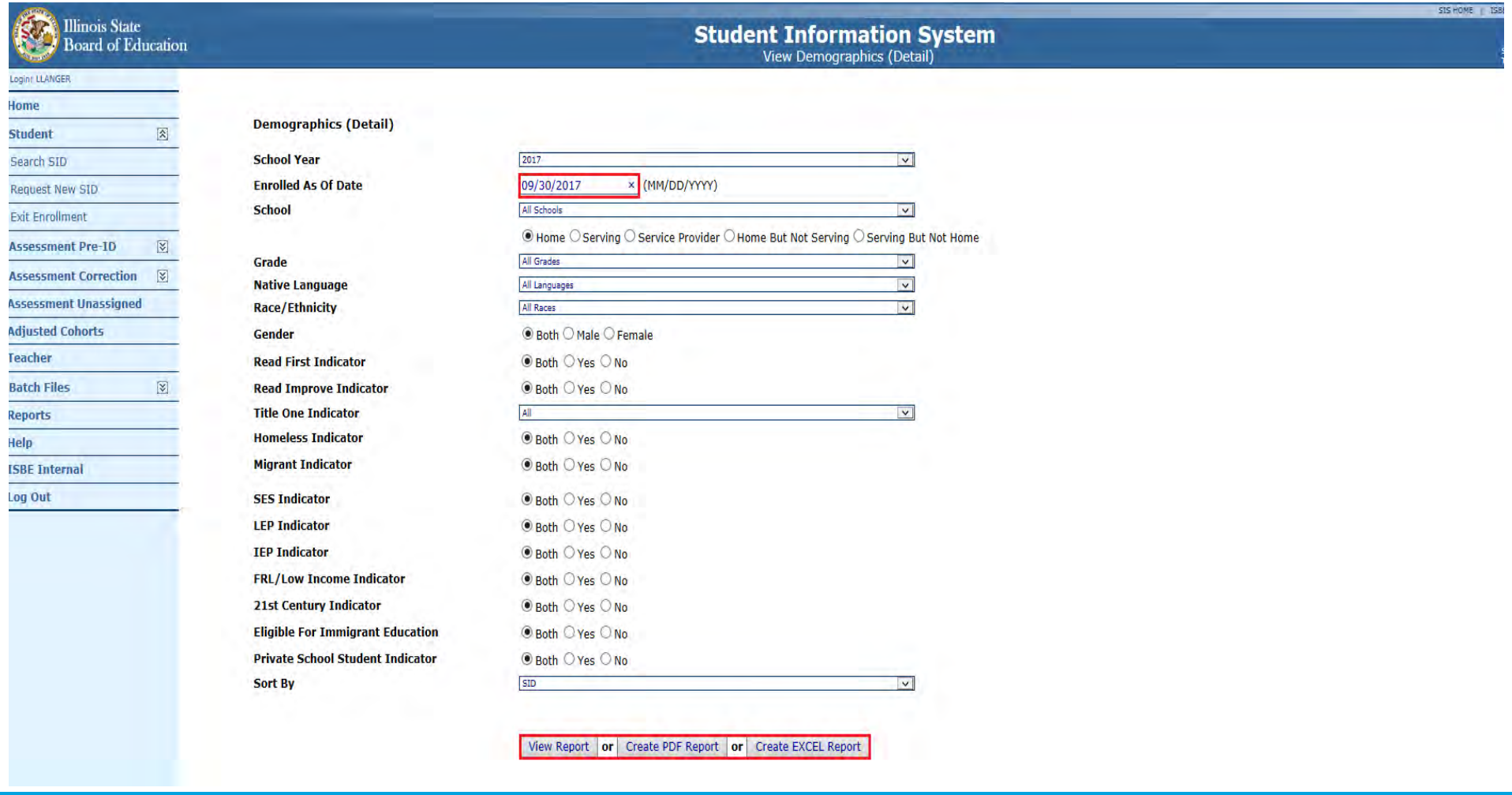
Fall Enrollment Counts

- **SIS Reports – Demographics (Detail)**



Fall Enrollment Counts

- **Demographics (Detail)**



Fall Enrollment Counts

- **Demographics Detail Report**

2017 Demographics (Detail)

7/12/2017 8:38:52AM

SIS Home District: 123456789012345 ISBE Test District

Selection Criteria: Student Demographics = Current, Enrollments As Of = 07/12/2017 Sorted By: Student ID

Columns	**A**	Gender	**D**	Enrollment Type Code *	**G**	Title One	**J**	Homeless	**L**	SES	**O**	FRL/Low Income	**R**	Private School
	B	Race Code *	**E**	Reading First	**H**	Native Language Code *	**K**	Migrant	**M**	LEP	**P**	21st Century		
	C	Grade Level	**F**	Reading Improvement	**I**	Home Language Code *			**N**	IEP	**Q**	Eligible Immigrant Ed Prog		

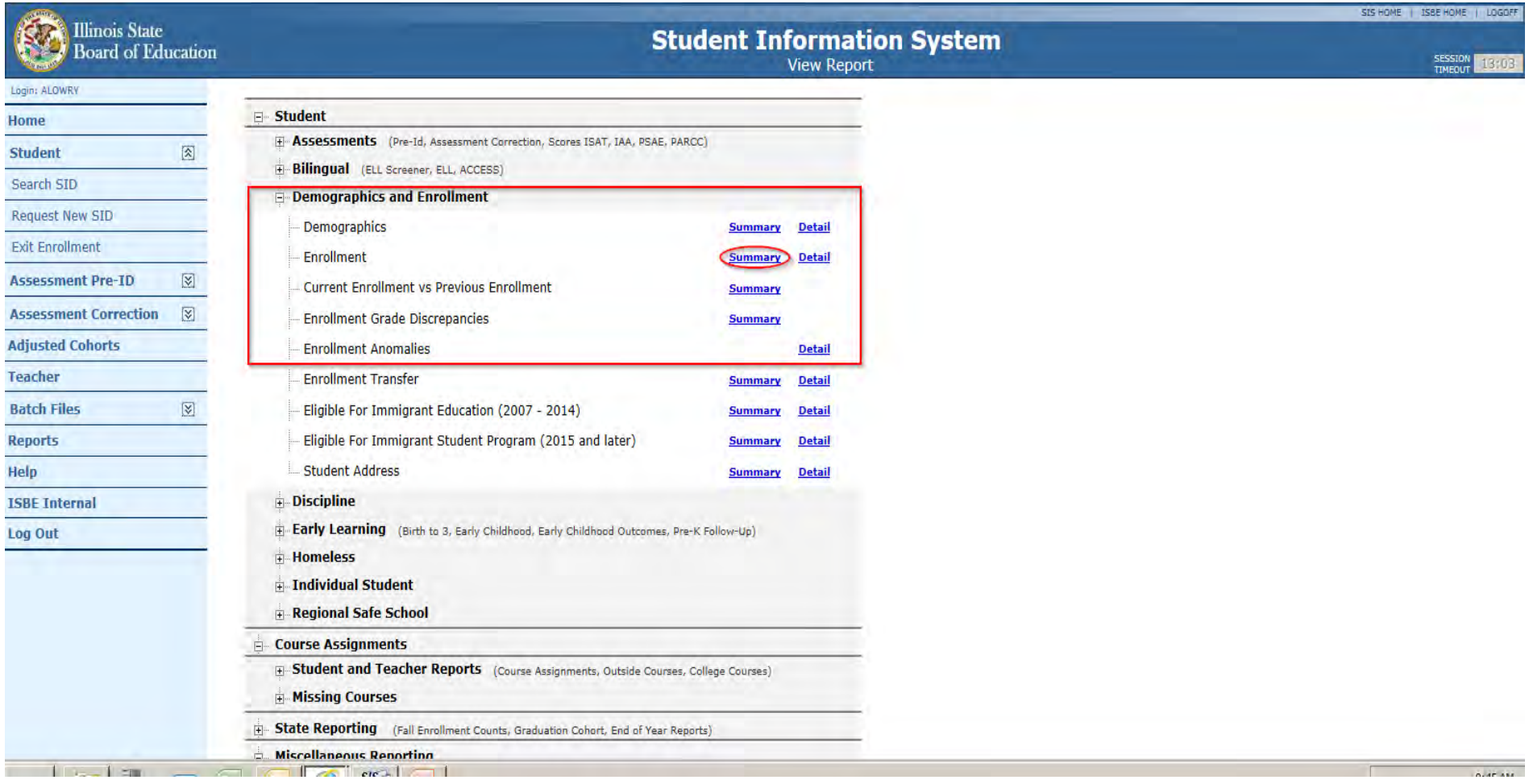
Title One	**11**	SchoolWide Title I Program	**12**	Targeted Assistance Title I Program	**13**	Not a Participant in Title I Program

* Race, Enrollment Type, Native Language and Home Language Codes definitions can be found on the Student Information System web site.

Student ID	Student Name	Birth Date	Birth Place	Home RCDTS	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
123456789	Smith, Michael John	01/01/2002	Springfield Illinois	012345678901234	F	16	8	03	N	N	13	000	000	N	N	N	N	N	N	N	N	N
123456789	Smith, Michael John	01/01/2002	Springfield Illinois	012345678901234	M	16	8	03	N	N	13	000	000	N	N	N	N	N	N	N	N	N
123456789	Smith, Michael John	01/01/2002		012345678901234	F	11	4	01	N	N	13	001	000	Y	N	N	N	N	Y	N	N	N

Fall Enrollment Counts

- **SIS Reports – Enrollment (Summary)**



Fall Enrollment Counts

- **Enrollment Summary Report**

7/12/2017 8:29 am

Illinois State Board of Education
Student Information System
Enrollment (Summary)

Home School / District RCDTS: 010092621026

Home School / District Name: ISBE Test District 1

Selection Criteria: Currently Enrolled Students Only

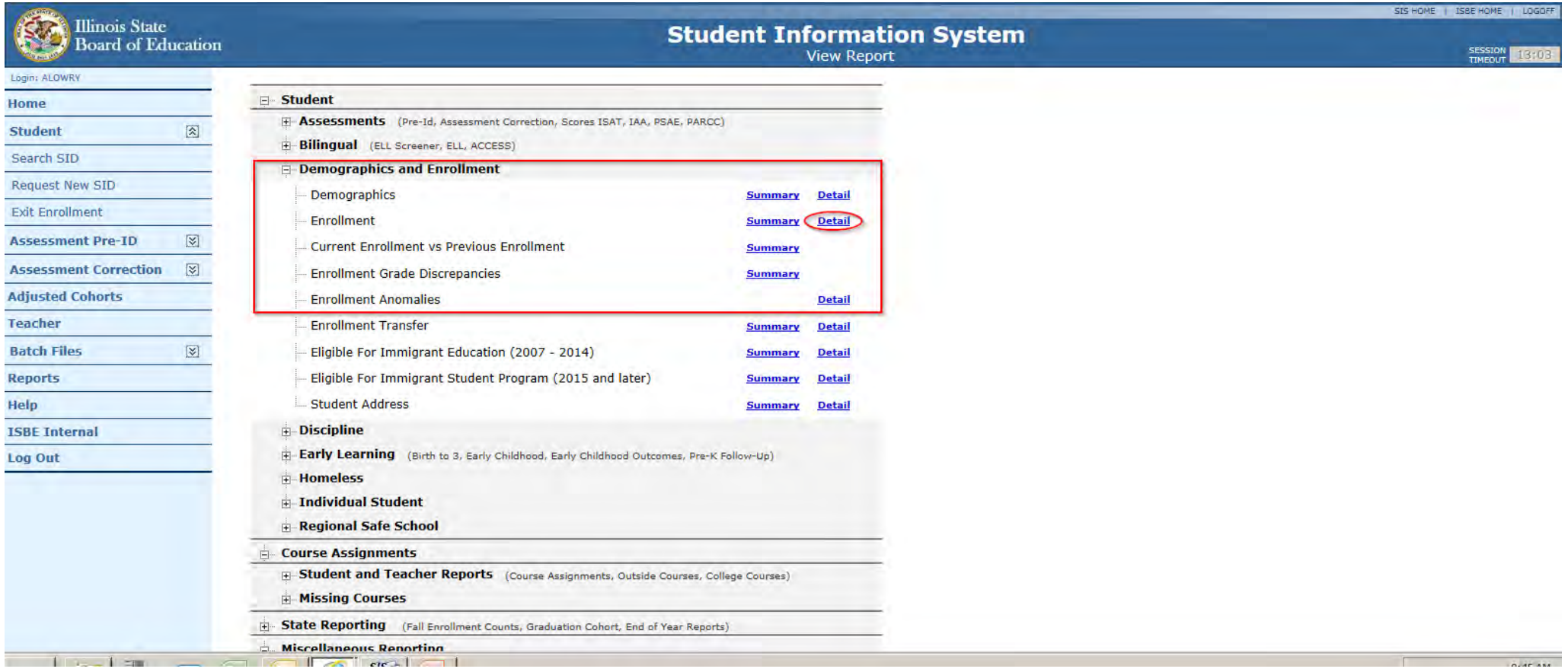
Home School: 123456789012345 ISBE Test District

Serving School: 123456789012345 ISBE Test School	**Grade**	**Count**
Service Provider: None		
	10 - Grade 10	1
	11 - Grade 11	1
	12 - Grade 12	1
	Total	**3**

Serving School: 123456789012345 ISBE Test School	**Grade**	**Count**
Service Provider: None		
	11 - Grade 11	1
	Total	**1**

Fall Enrollment Counts

- **SIS Reports – Enrollment (Detail)**



Fall Enrollment Counts

- **Enrollment Detail Report**

7/12/2017 8:22 am

Illinois State Board of Education
Student Information System
Enrollment (Detail)

Home School / District RCDTS: 12345678912

Home School / District Name: ISBE Test District 1

Selection Criteria: Currently Enrolled Students Only Sorted By: Name

SID	Name	Date of Birth
123456789	Smith, John Michael	01/01/2006

Home: 123456789012345 **Serving:** 123456789012345 **Provider:** **Grade:** 5 **FTE:** 1.00 **Start:** 08/17/2016 **End:** **Reason:**

SID	Name	Date of Birth
123456789	Smith, John Michael	01/01/2006

Home: 123456789012345 **Serving:** 123456789012345 **Provider:** **Grade:** 9 **FTE:** 1.00 **Start:** 08/17/2016 **End:** **Reason:**

SID	Name	Date of Birth
123456789	Smith, John Michael	01/01/2006

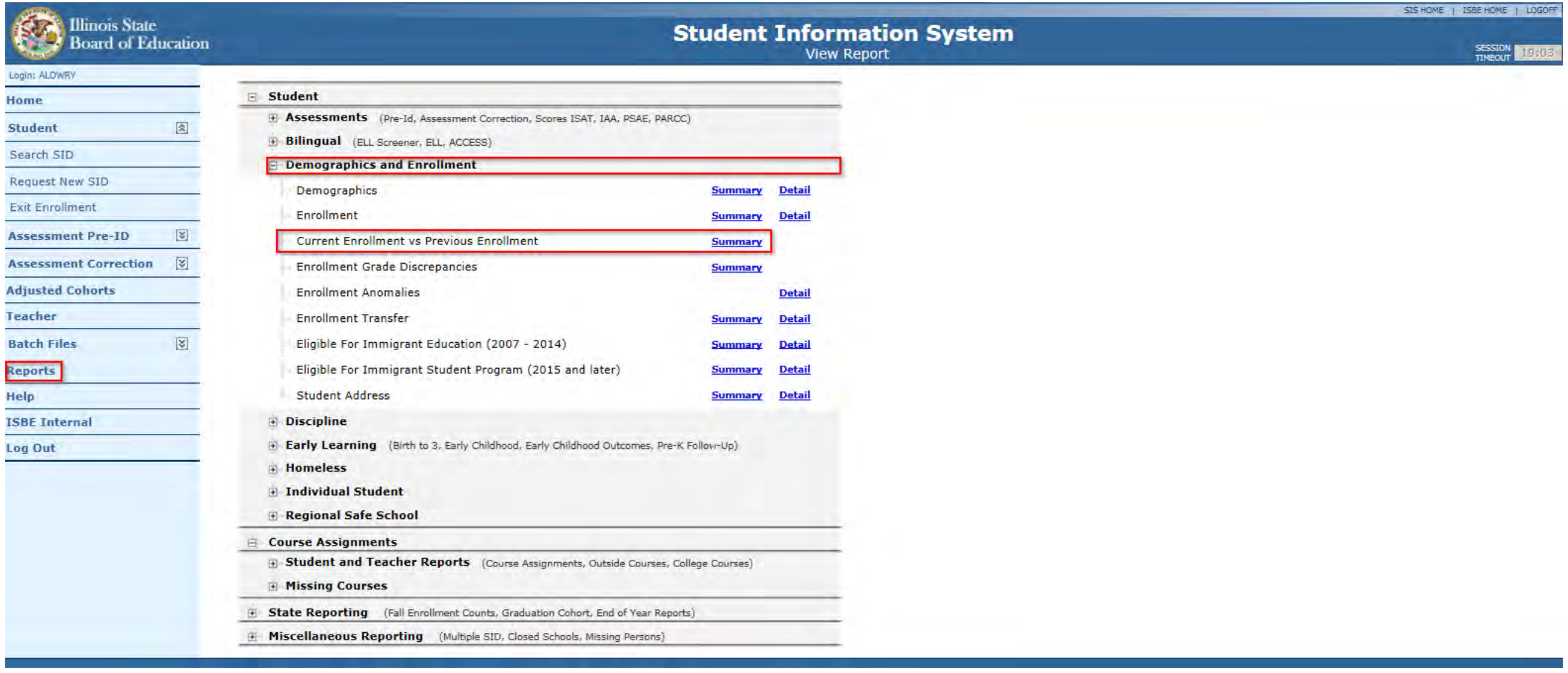
Home: 123456789012345 **Serving:** 123456789012345 **Provider:** 123456789012345 **Grade:** 8 **FTE:** 1.00 **Start:** 08/17/2016 **End:** **Reason:**

SID	Name	Date of Birth
123456789	Smith, John Michael	01/01/2006

Home: 123456789012345 **Serving:** 123456789012345 **Provider:** **Grade:** 9 **FTE:** 1.00 **Start:** 08/17/2016 **End:** **Reason:**

Fall Enrollment Counts

- **SIS Reports - Current Enrollment vs Previous Enrollment**



Fall Enrollment Counts

- **Current Enrollment vs Previous Enrollment Report**

7/12/2017 8:15 am

2017 Current Enrollment vs. 2016 Previous Enrollment

Criteria: 12345678912

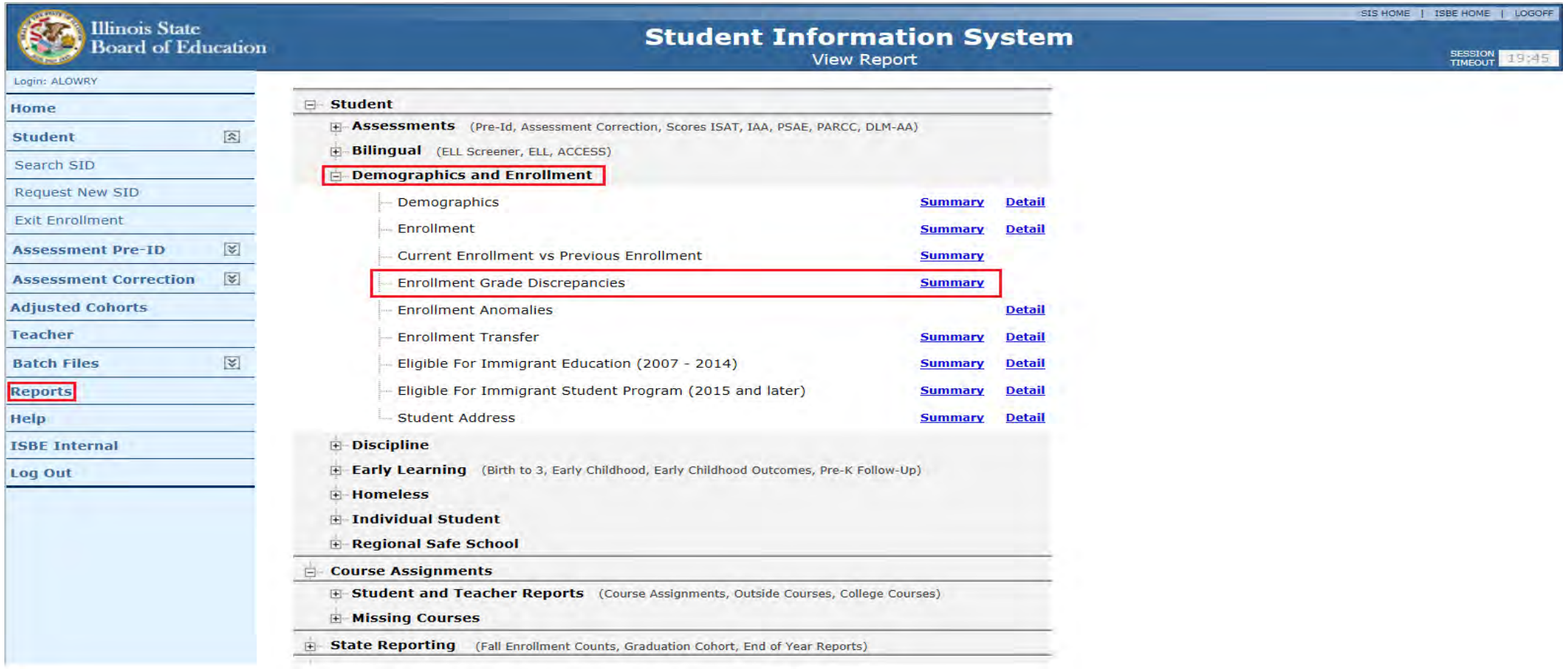
12345678901 ISBE Test District

123456789012345	ISBE Test School	2016 Enrollment	2017 Enrollment	Change
	9 - Grade 9	32	44	37%
	10 - Grade 10	40	34	17%
	11 - Grade 11	23	39	69%
	12 - Grade 12	32	25	28%

123456789012345	ISBE Test School	2016 Enrollment	2017 Enrollment	Change
	5 - Grade 5	34	30	13%
	6 - Grade 6	38	33	15%
	7 - Grade 7	38	35	8%
	8 - Grade 8	40	39	2%

Fall Enrollment Counts

- **SIS Reports – Enrollment Grade Discrepancies**



Fall Enrollment Counts

- **Enrollment Grade Discrepancies Report**

2017 Enrollment Grade Discrepancies Report 7/12/2017 8:04 am

Shown in this report are discrepancies between grades served in SIS (Student Information System) and EPS (Entity Profile System). To correct these discrepancies please either change the grades served data in SIS or make the change in EPS (both systems are available through IWAS). The grades served in EPS can only be updated by authorized people at the School District level, so please contact your district office if grades served data needs to be changed for one or more schools. If you have any additional questions about this report, please contact the Technology Support Call Center at 217-558-3600. Thank you.

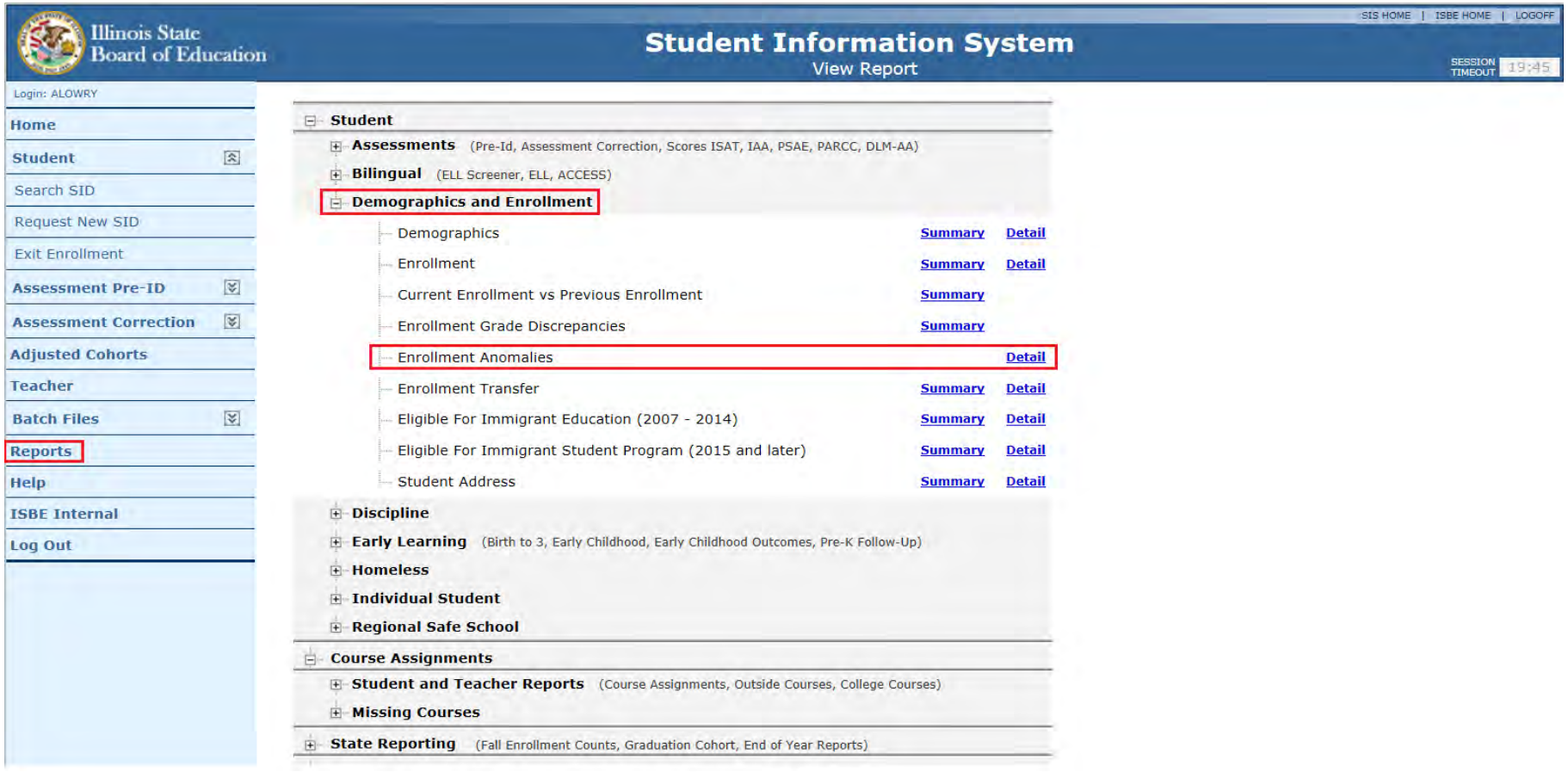
123456789012345 ISBE Test Elem

Grades Served: K, 1, 2, 3, 4, 5

Enrollments in Grades Not Served	Non IEP Count	IEP Count
6 - Grade 6	1	1
8 - Grade 8	3	1

Fall Enrollment Counts

- **SIS Reports – Enrollment Anomalies**



Fall Enrollment Counts

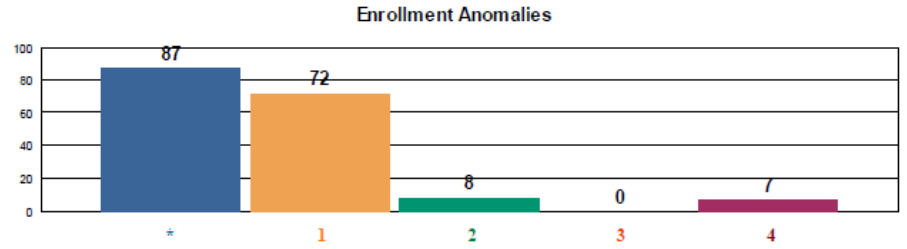
- **Enrollment Anomalies Report**

6/23/2015 9:46 am

Illinois State Board of Education
Student Information System
Student Enrollment Grades Report

SIS Home District: 12345678901 ISBE Test District

Criteria: Students with Current Enrollment Anomalies Only Show Only Current and Previous Year Enrollments



Current Year Enrollment Anomalie Codes:

* Total Students with Anomalies
1 Student Promoted in previous year but stayed in same grade.
2 Student Promoted in previous year but moved up more than 1 grade.
3 Student Promoted in previous year but moved down in grades.
4 Student Not Promoted in previous year but moved up in grades.

Total Students: 1,201 **Students With Anomalies: 87** **Percentage With No Anomalies: 92.76%**

SID: 123456789 Smith, Michael Gender: F DOB: 05/07/1998 Homeless: N IEP: N

Year	Home RCDTS	Serving RCDTS	Grade	Enroll	Exit	Exit Type
2014	12345678901234	12345678901234	9	08/21/2013	07/14/2014	05 - Promotion
2015	12345678912345	12345678912345	11	08/18/2014		- Current Year Enrollment Anomalie Codes: 2

SID: 123456789 Jones, Anne Gender: F DOB: 10/19/1996 Homeless: N IEP: N

Year	Home RCDTS	Serving RCDTS	Grade	Enroll	Exit	Exit Type
2014	12345678901234	12345678901234	11	08/21/2013	06/05/2014	05 - Promotion
2015	12345678901234	12345678901234	11	08/18/2014	06/19/2015	05 - Promotion
2015	12345678912345	12345678912345	11	08/18/2014		- Current Year Enrollment Anomalie Codes: 1

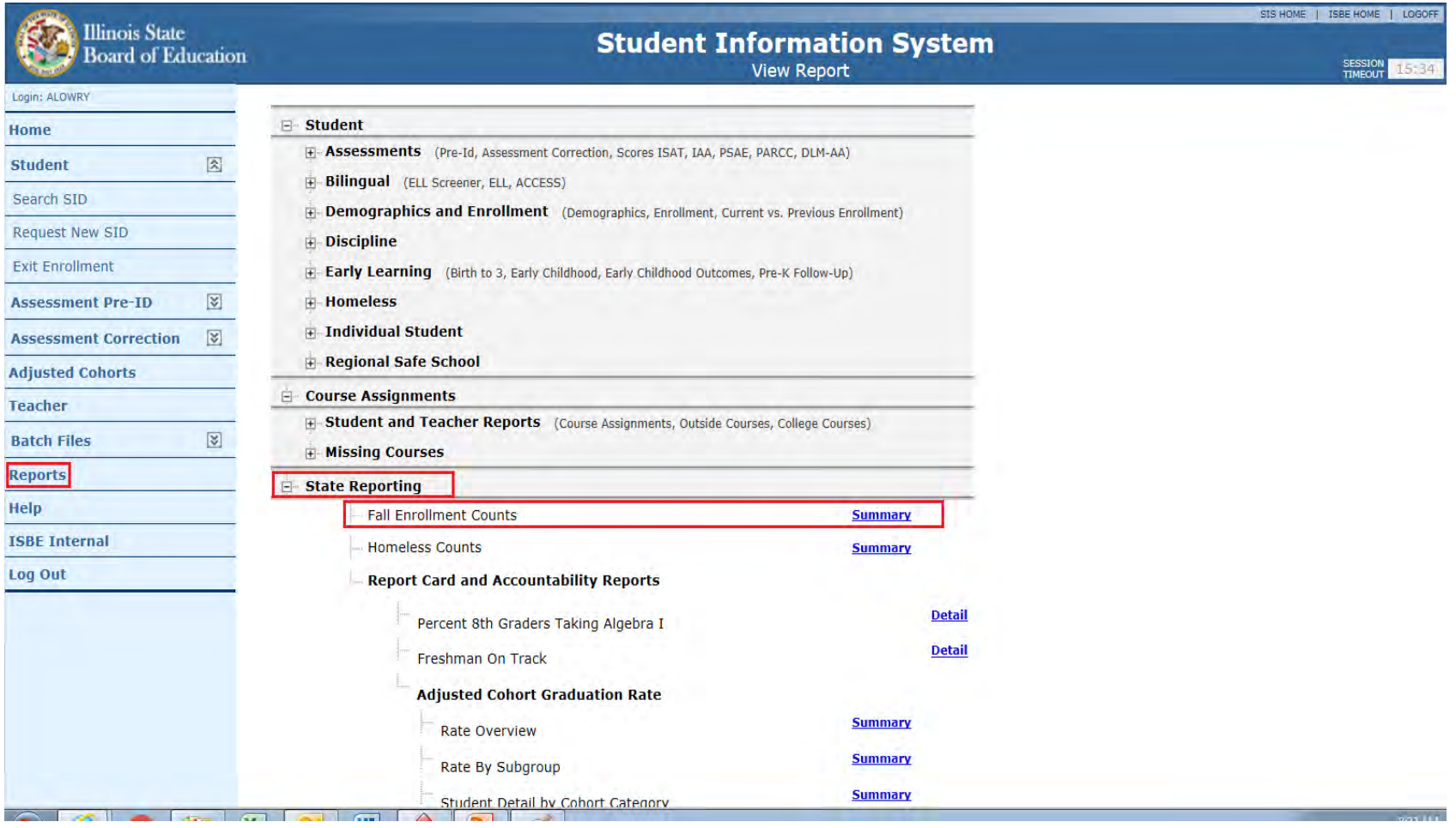
Fall Enrollment Counts

- **What reports to review after the November 15, 2019 Fall Enrollment deadline?**
  - Fall Enrollment Counts (Summary)

- **What are Fall Enrollment Counts used for?**
  - Evidence Based Funding (EBF)
  - Special Education Approval & Reimbursement (SEARS)
  - Textbook Loan
  - Profile of Special Education
  - IDEA Allocations
  - General State Aid
  - Special Education Report
  - EDEN
  - Teacher Loan Cancellation Program
  - Enrollment projection
  - Report Card Reports
  - Illinois State Report Card
  - Physical Education Exemption Report
  - School Technology Revolving Loan Program
  - Teacher Service Records
  - Early Childhood eGMS Grants

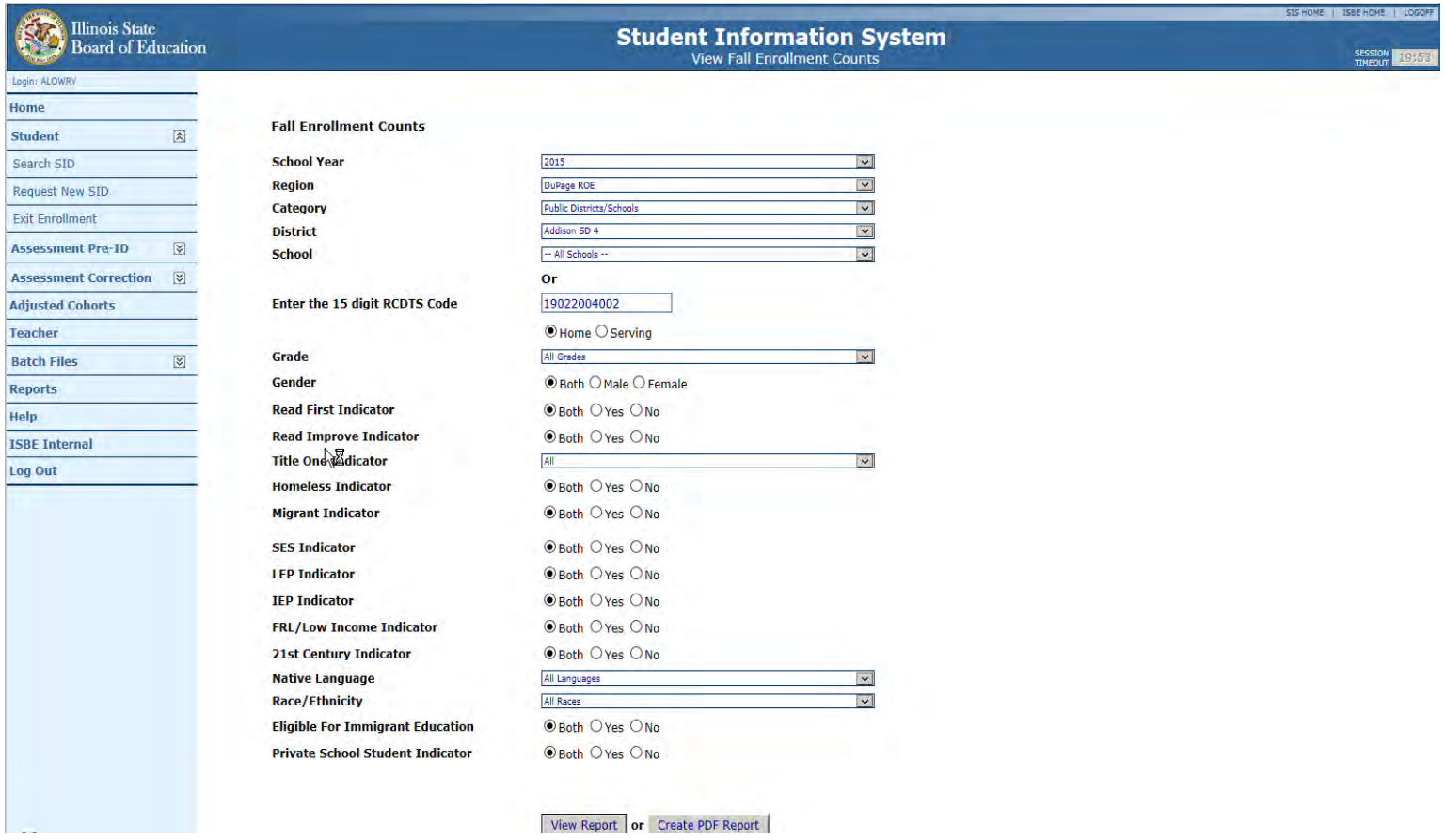
Fall Enrollment Counts

- **SIS Reports – Fall Enrollment Counts**



Fall Enrollment Counts

- **Fall Enrollment Counts Criteria**



Fall Enrollment Counts

- **Fall Enrollment Counts Report**

Fall Enrollment Counts for 2015 School Year

6/10/2015 10:38 am

SIS Home District: 12345678901 ISBE Test District

Selection Criteria: Enrolled As Of = 09/30/2014

Grade Level: All	Total
Total Students:	3916
Race: American Indian or Alaska Native	7
Race: Asian	858
Race: Black or African American	70
Race: Hispanic or Latino	271
Race: Native Hawaiian or Other Pacific Islander	4
Race: Two or More Races	105
Race: White	2601
Native Language: Albanian,Gheg(Kosovo/Macedon)	1
Native Language: Amharic	1
Native Language: Arabic	3
Native Language: Assyrian (Syriac, Aramaic)	4

Illinois State Board of Education

Service Provider
(IDEA Services Students Only)

SIS School Year at a Glance

- **November 8, 2019 by 4:00 p.m.**
  - **Students Screened (EL Screener)**
  - **ACCESS Label File sent to Vendor**
- **November 15, 2019 by 4:00 p.m.**
  - **School Year 2020 Fall Enrollment Counts submissions due**
  - **Service Provider data due (Students receiving IDEA Services only)**
  - **Student Addresses due (Students receiving IDEA Services only)**

Service Provider

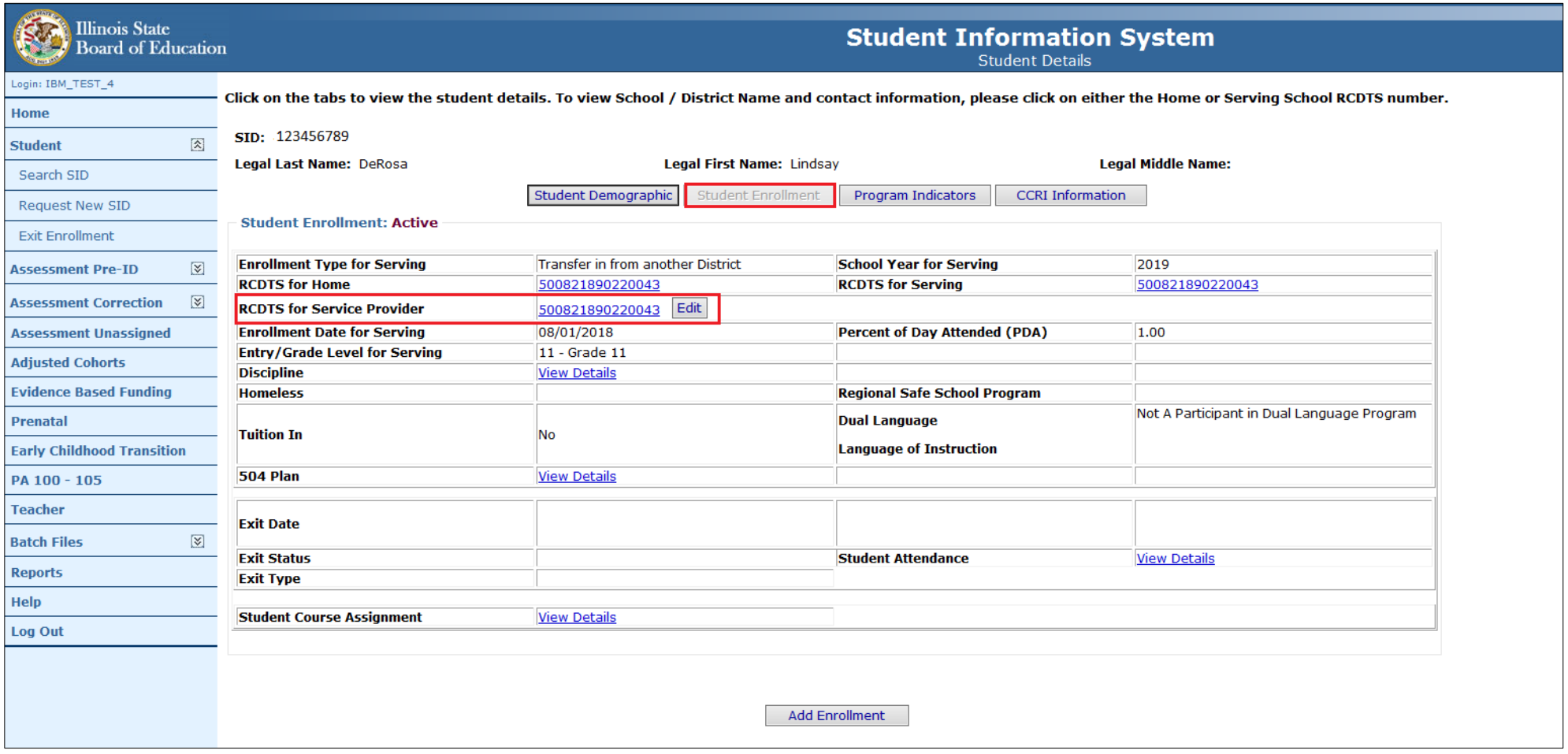
Service Provider - Required for I-STAR

- Service Provider will default to the Serving RCDTS.
  - The Serving RCDTS code uniquely identifies the school/program where a student is educated.

- Service Provider is the entity providing services to the student and may or may not be the serving location.
  - Service Provider data can only be edited by Home district (either online or batch file).
  - For improved security, Service Providers will only be able to view students for which they provide services.
  - Service Providers have the ability to enter Student Course Assignments.
  - Reports and request files will be modified to include Service Provider information.

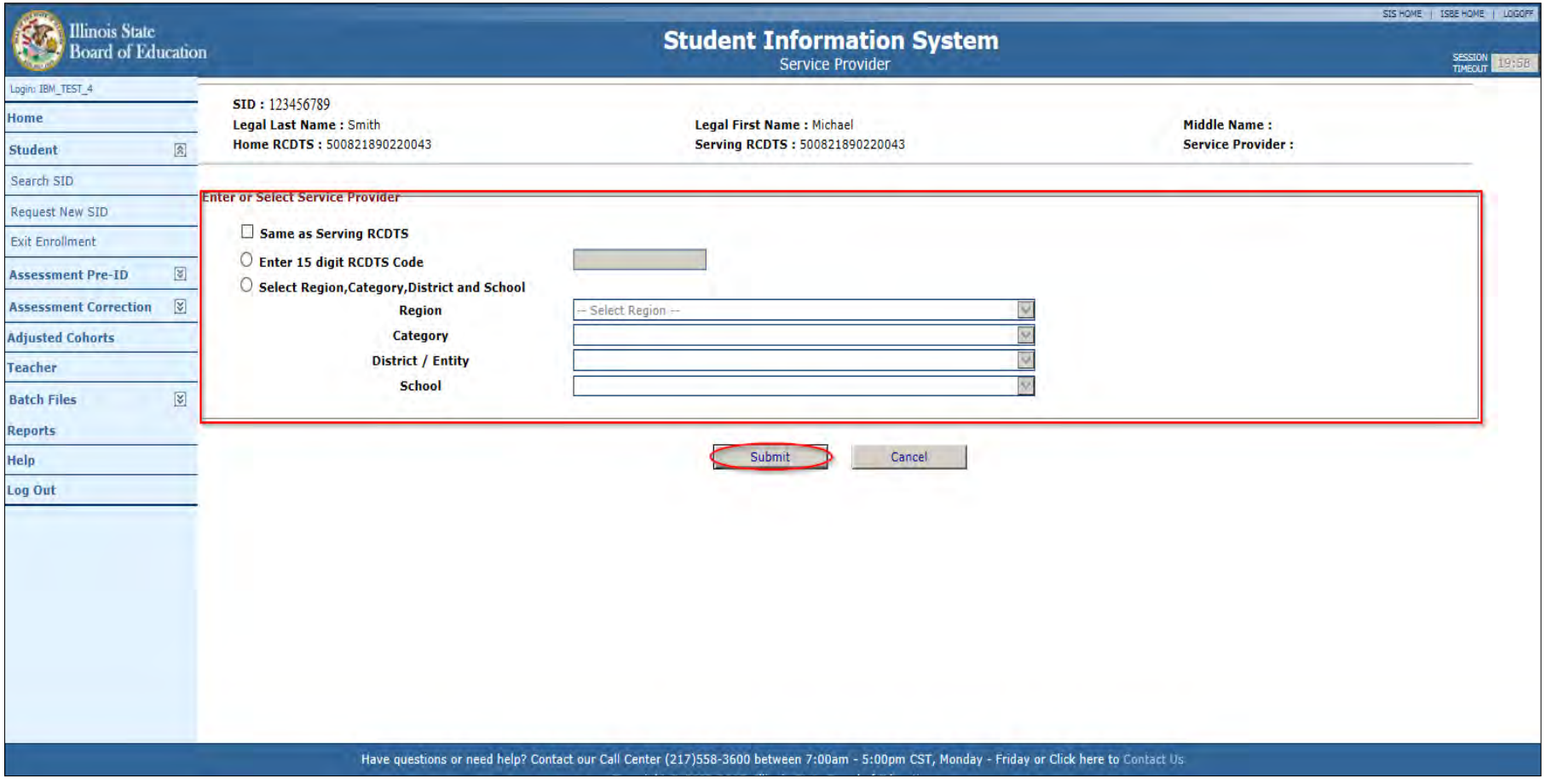
Service Provider

- **Student Enrollment – Service Provider Link**



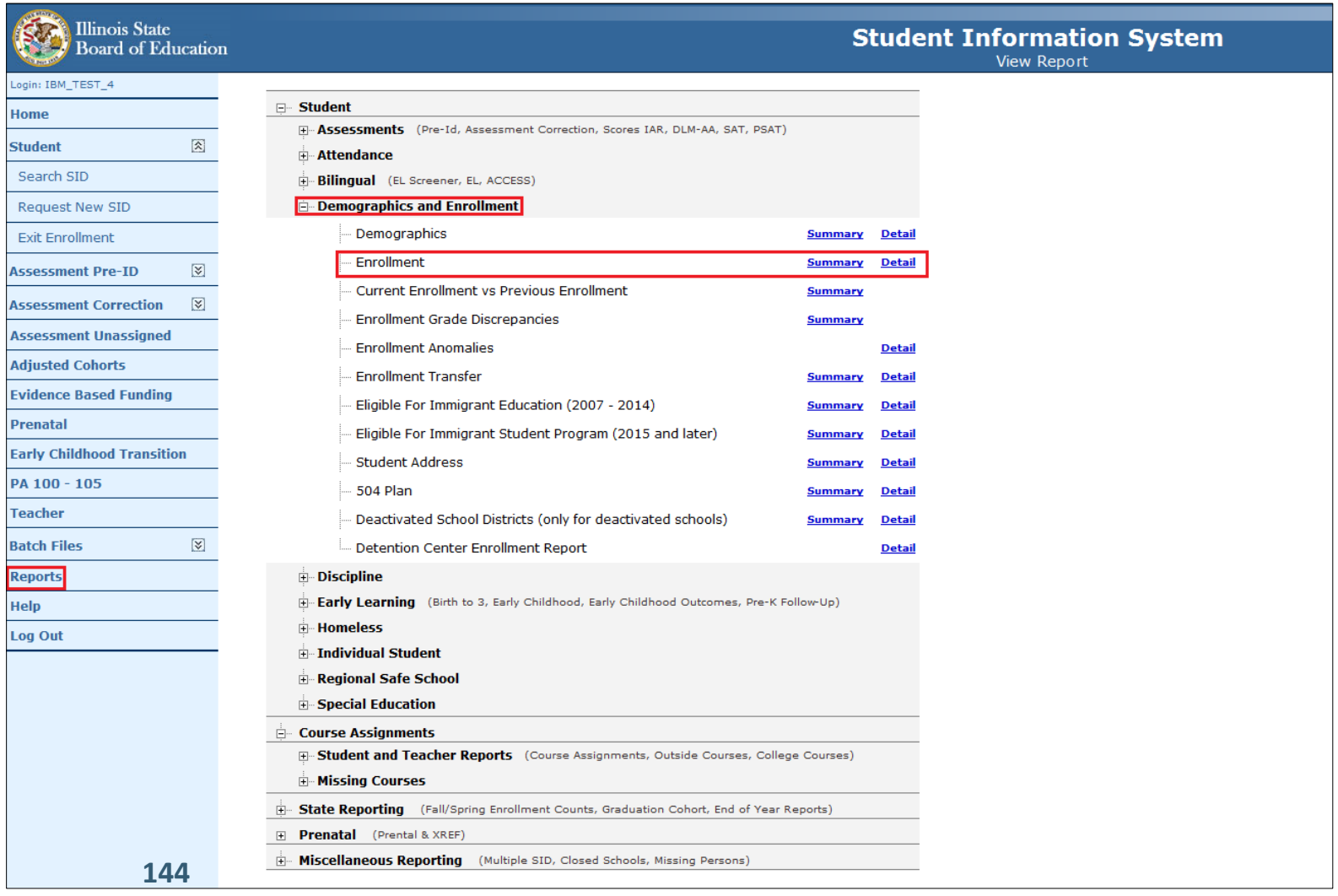
Service Provider

- **Student Enrollment – Service Provider Edit**



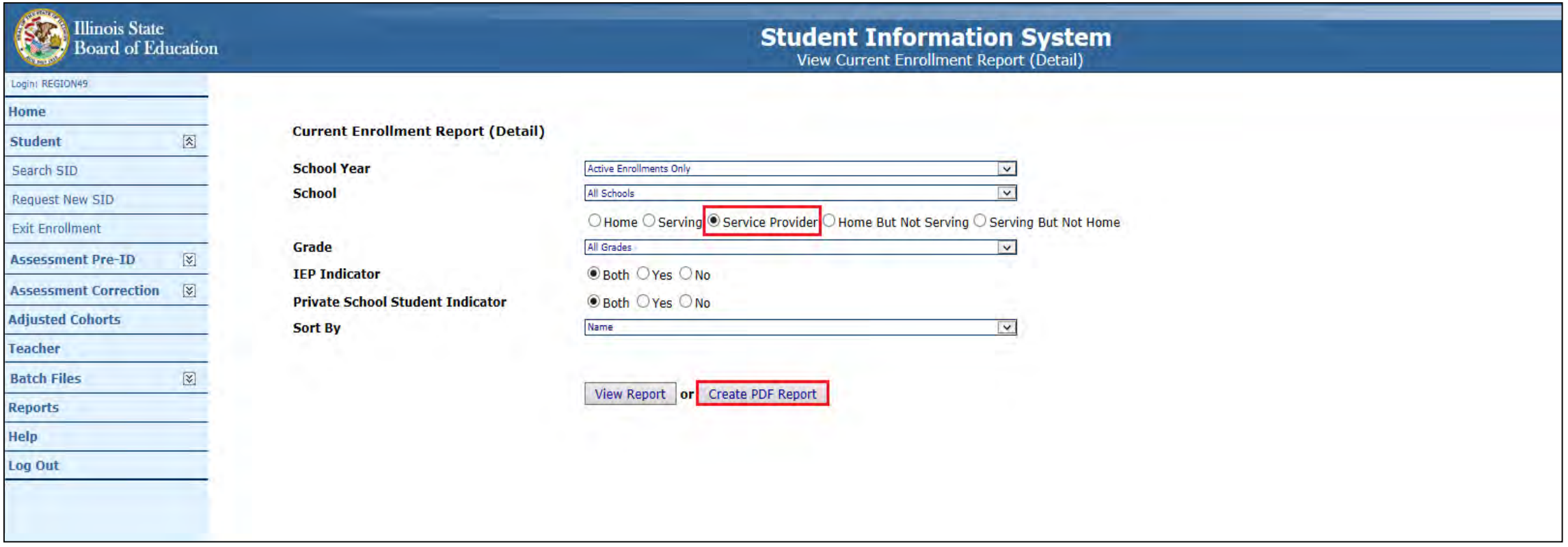
Service Provider

- **SIS Reports – Enrollment Report (Service Provider)**



Service Provider

- **Enrollment Report (Service Provider)**



Service Provider

- **Enrollment Report (Service Provider)**

7/9/2015 9:53 am

Illinois State Board of Education
Student Information System
Enrollment (Detail) for School Year

Service Provider RCDTS: 999999999999999

Service Provider Name: ISBE Test SD

Selection Criteria: Currently Enrolled Students Only Sorted By: Name

SID	Name	Date of Birth
123456789	Doe, Jane	01/01/2002

Home: 123456789012345 **Serving:** 999999999999999 **Provider:** 999999999999999 **Grade:** 7 **FTE:** 1.00 **Start:** 04/16/2015 **End:** **Reason:**

SID	Name	Date of Birth
333333333	Smith, Michael	05/05/2005

Home: 123456789012345 **Serving:** 999999999999999 **Provider:** 999999999999999 **Grade:** PK **FTE:** 1.00 **Start:** 12/03/2014 **End:** **Reason:**

Illinois State Board of Education

Students Address
(IDEA Services Students Only)

SIS School Year at a Glance

- **November 8, 2019 by 4:00 p.m.**
  - **Students Screened (EL Screener)**
  - **ACCESS Label File sent to Vendor**
- **November 15, 2019 by 4:00 p.m.**
  - **School Year 2020 Fall Enrollment Counts submissions due**
  - **Service Provider data due (Students receiving IDEA Services only)**
  - **Student Addresses due (Students receiving IDEA Services only)**

Student Address (IDEA Services Students Only)

- Student Address
  - Online
  - Batch

- Students exited that do not already have an active address record that have IDEA Services set to “Yes” must have an address record

- SIS will collect both the student’s primary address (the resident household) and an optional secondary address
  - The student address must be provided for a student in grades Pre-K - 12 AND the IDEA Services indicator has been set to “Yes” in SIS

Student Address (IDEA Services Students Only)

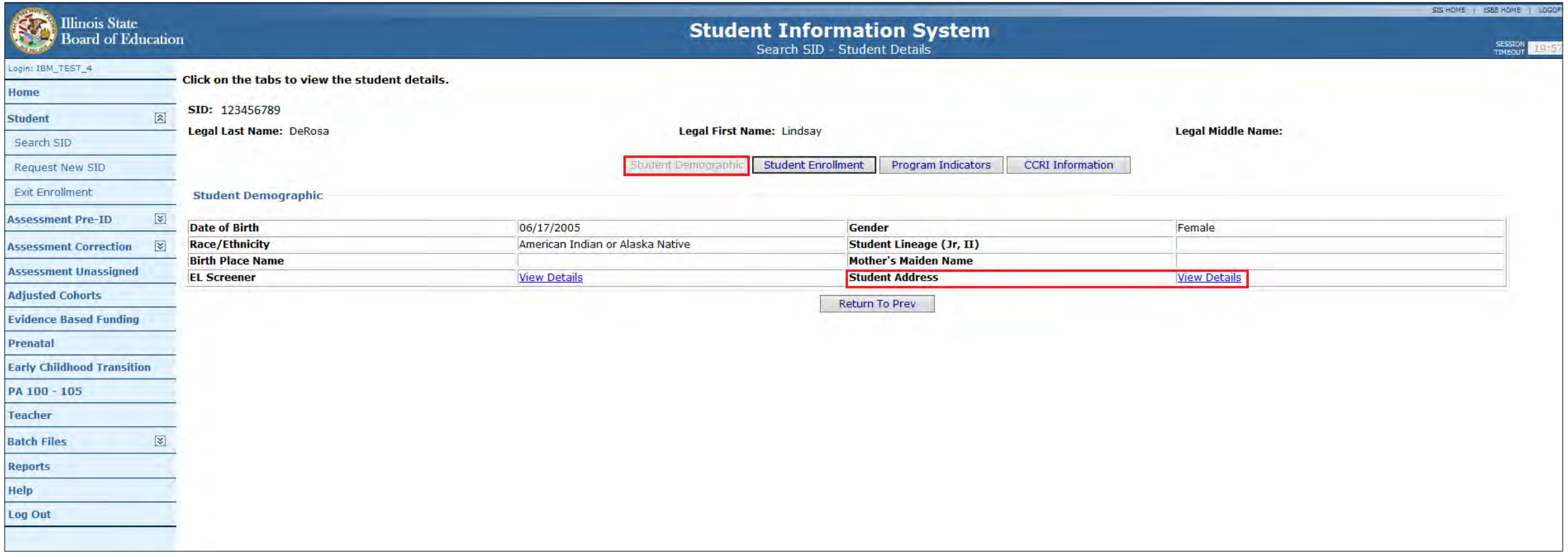
- SIS will only check for an IDEA Services student's address upon exit enrollment - if the student is not IDEA Services at that time, the address validation will not be enforced

- Students may or may not be IDEA Services when address data is submitted (An address may be provided for a non-IDEA Services student; however, it is not required)

- Address may only be provided by the Home district of the active enrollment
  - Home district can change the status from Active to Inactive to remove the address record

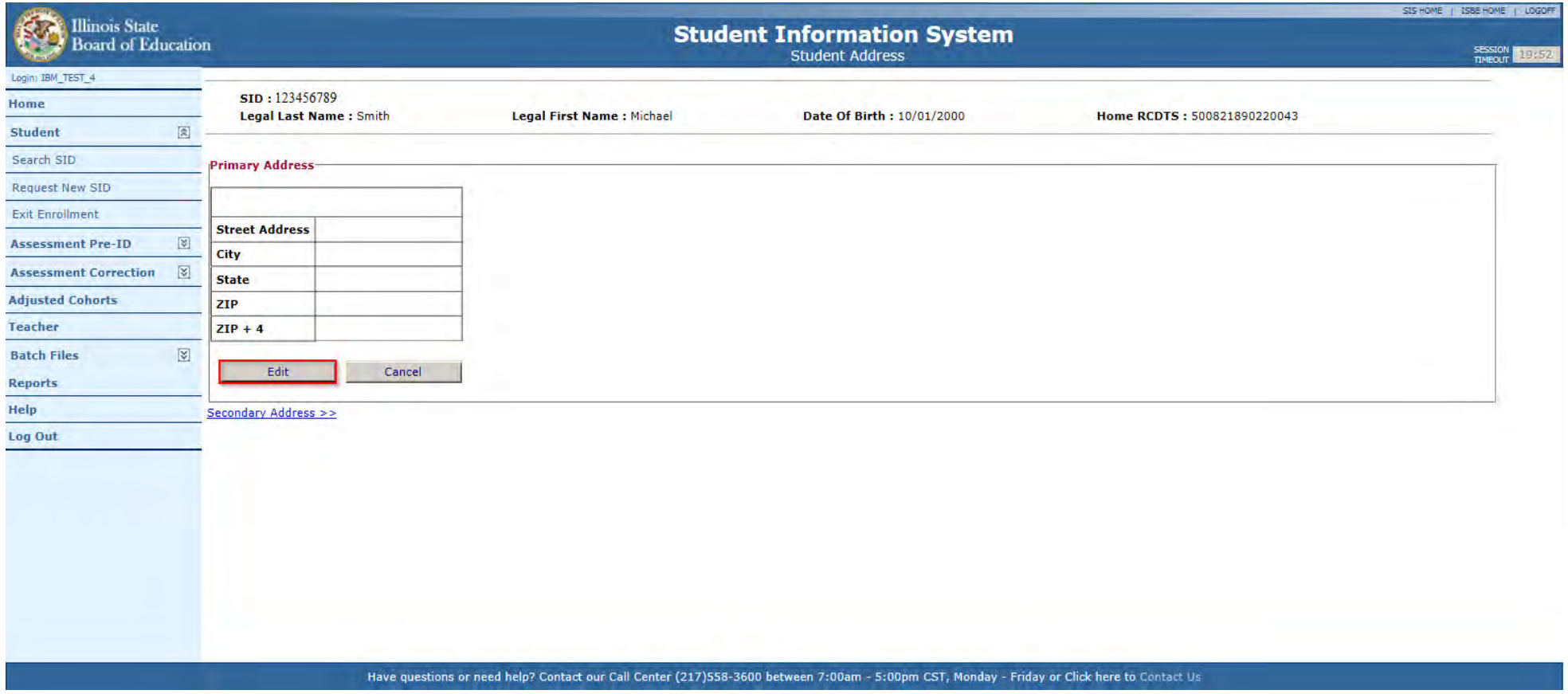
Student Address (IDEA Services Students Only)

- **Student Demographics – Student Address Link**



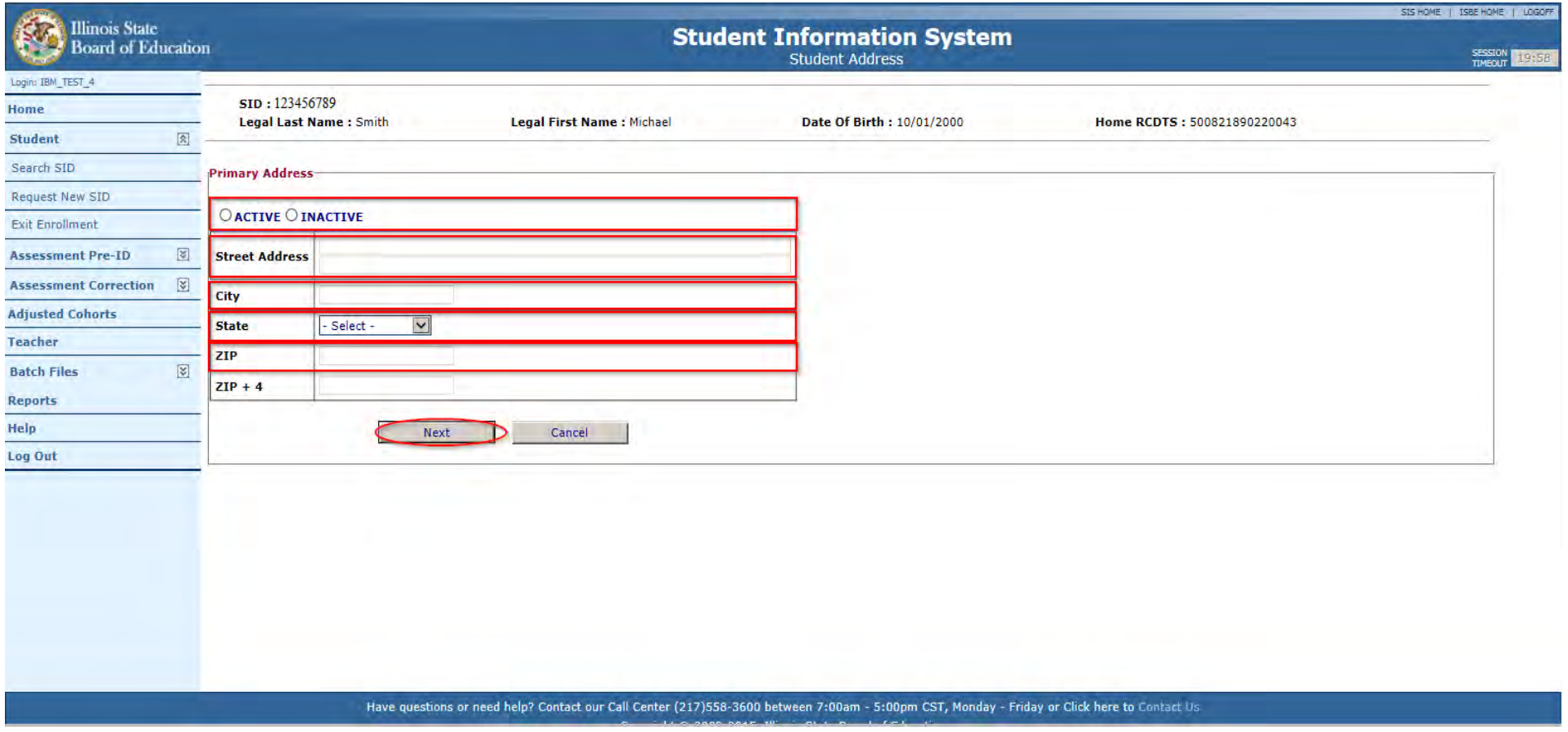
Student Address (IDEA Services Students Only)

- **View Student Addresses**



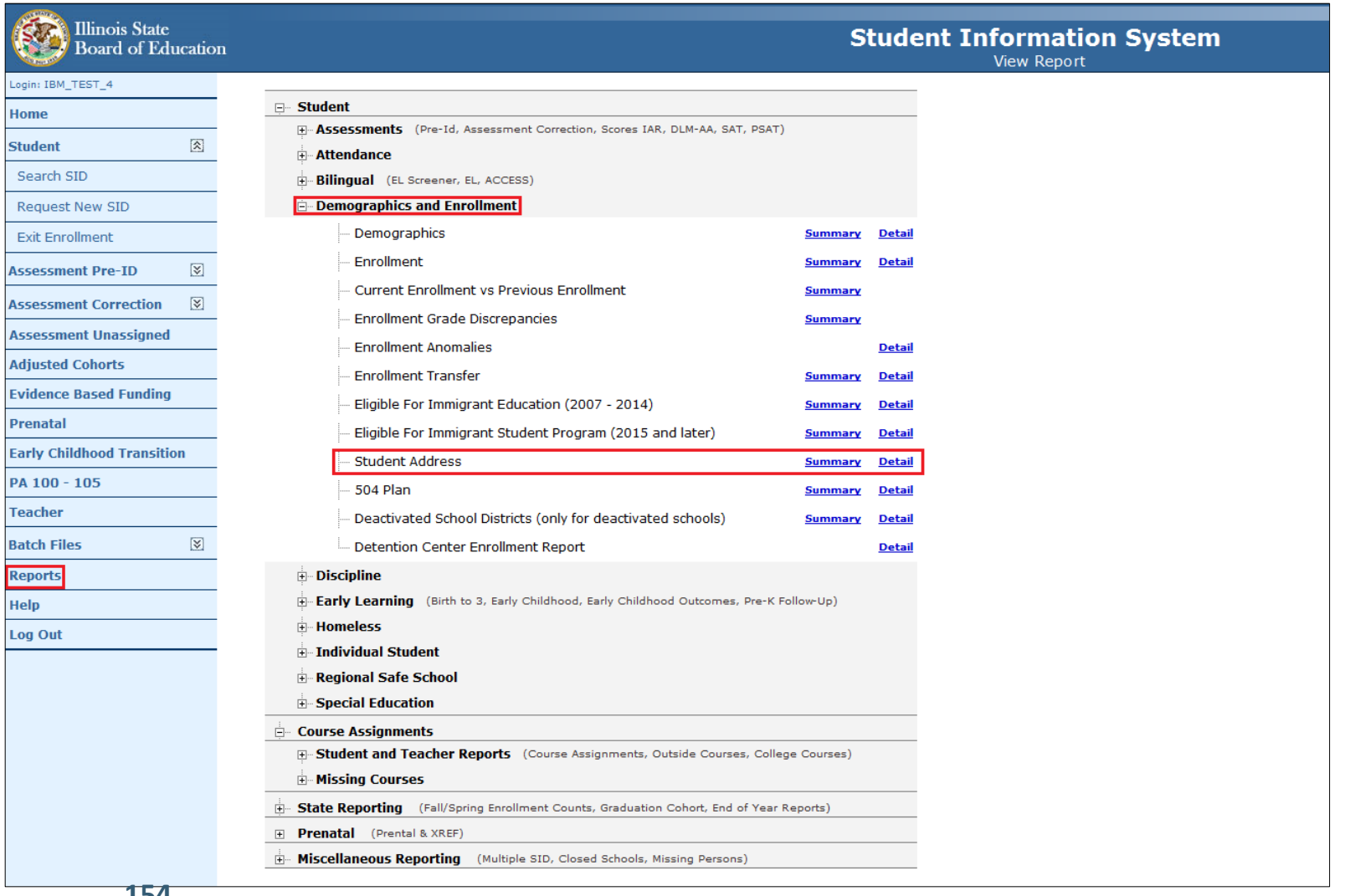
Student Address (IDEA Services Students Only)

- **Edit Student Addresses**



Student Address (IDEA Services Students Only)

- Student Address Reports



Student Address (IDEA Services Students Only)

- **Student Address Report**

6/10/2015 10:51 am

Illinois State Board of Education
Student Information System
2015 Student Address Report

SIS Home District: 1234567890 ISBE Test District

Selection Criteria: IEP = Yes Sorted By: Student Name

Errors: 1 - Missing Required Address 2 - No Active Address

Student ID	Name	Birth Date	IEP	Address Completed	Errors
123456789	Smith, Michael	06/05/2010	Yes	Yes	
Home RCDTS:	123456789012346	**Status:** Active	**Type:** Primary	**Address:**	100 ISBE Street, ISBE IL 666666
123456789	Jones, Janice	01/12/2012	Yes	Yes	
Home RCDTS:	123456789012346	**Status:** Active	**Type:** Primary	**Address:**	100 ISBE Street, ISBE IL 666666
123456789	Wilson, Don	06/20/2007	Yes	Yes	
Home RCDTS:	123456789012346	**Status:** Active	**Type:** Primary	**Address:**	100 ISBE Street, ISBE IL 666666
123456789	Carry, Jim	11/29/2001	Yes	Yes	
Home RCDTS:	123456789012346	**Status:** Active	**Type:** Primary	**Address:**	100 ISBE Street, ISBE IL 666666

Illinois State Board of Education

Student Course Assignment

SIS School Year at a Glance

- **January 17, 2020 by 4:00 p.m.**
  - Fall Student Course Assignments due without End Date/Final Grade
  - Fall Teacher Course Assignment Entry Records due
  - Preschool Student Course Assignment
  - Verify Teacher and Student Course Assignments
  - Career and Technical Education (CTE) Courses
  - College Course Assignments
  - Outside Course Assignments

Student Course Assignment

Student Course Assignment Resources: https://www.isbe.net/Pages/Illinois-State-Course-System.aspx

- Student Course Assignment Catalogs
  - Prior to Secondary Course Catalog (Grades Pre-K – 8)
  - Secondary Course Catalog (Grades 9 – 12)

Student Course Assignment

Use a Secondary Course Code if you are providing High School Credit:

- 52052A000 Algebra I
  - If high school credit, use - 02052A000
- 52061A000 Integrated Math-Multiyear Equivalent
  - If high school credit, use - 02061A000
- 52069A000 Algebra-Other
  - If high school credit, use - 02069A000
- 52074A000 Principles of Algebra and Geometry
  - If high school credit, use - 02074A000
- 52075A000 Particular Topics in Geometry
  - If high school credit, use - 02075A000
- 52079A000 Geometry-Other
  - If high school credit, use - 02079A000

Student Course Assignment

- **Term Definitions**
  - Y1 = Year Long (Pre-K - 8 only)
  - Y2 = Year Long Summer (K - 8 only)
  - S1 = Semester 1
  - S2 = Semester 2
  - S3 = Semester Summer
  - T1 = Trimester 1
  - T2 = Trimester 2
  - T3 = Trimester 3
  - T4 = Trimester Summer
  - Q1= Quarter 1 (K - 8 only)
  - Q2= Quarter 2 (K - 8 only)
  - Q3= Quarter 3 (K - 8 only)
  - Q4= Quarter 4 (K - 8 only)
  - Q5= Quarter Summer (K - 8 only)

Student Course Assignment

- **Credit Guidelines (Prior to Secondary Courses Grades Pre-K - 8)**
  - Primary goals: To better reflect the specific curriculum and to help link Teacher Course Assignments to Student Course Assignments
  - Prior to Secondary (K-8) - Student Course Assignments may be submitted as Year Long, Semesters, or Trimesters. Pre-K is Y1 only.

Y1 and Y2	Year Long, Year Long 2 (Summer)	1.00
S1, S2 and S3	Semester 1 (Fall), Semester 2 (Spring) and Semesters 3 (Summer)	0.50
T1, T2, T3 and T4	Trimesters 1 (Fall), Trimesters 2 (Winter), Trimesters 3 (Spring) and Trimesters 4 (Summer)	0.33
Q1, Q2, Q3, Q4 and Q5	Quarters 1, Quarters 2, Quarters 3, Quarters 4 and Quarters 5 (Summer)	0.25

Student Course Assignment

- **Credit Guidelines (Secondary Courses Grades 9-12)**
  - Primary goals: To better reflect the specific curriculum and to help link Teacher Course Assignments to Student Course Assignments AND to collect complete transcript-level course data
  - High School Student Course Assignments may be submitted as Semesters or Trimesters
  - Ensure End of the Year reporting is consistent and repeatable across distir

S1, S2 and S3	Semester 1 (Fall), Semester 2 (Spring) and Semesters 3 (Summer)	0.50
T1, T2, T3 and T4	Trimesters 1 (Fall), Trimesters 2 (Winter), Trimesters 3 (Spring) and Trimesters 4 (Summer)	0.33

Student Course Assignment

- **Reporting Student Course Assignments (Pre-K-12)**
  - Student Course Assignments are entered at the beginning and end of each term or when a student changes courses
- **Submitting Final Letter Grades for Student Course Assignments**
  - Final Letter Grades must be submitted at the end of each term
  - For all Pre-K-8 courses (and when possible for 9-12 courses), SIS will populate courses that are missing Final Letter Grades according to the Exit Type Code provided at the time the enrollment is exited
    - **SIS will not overwrite Final Letter Grades that have already been submitted**
    - **Home, Serving or Service Provider Schools can update the Final Letter Grade at any time**

Student Course Assignment

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

Code	Definition	Pre-K	Prior to Secondary Courses (K-2)	Prior to Secondary Courses (3-8)	Secondary Courses
2	Transfer to another public school within the district	31	N (26)	N (26)	W (17)
3	Transfer to Home Schooled	31	N (26)	N (26)	W (17)
4	Transfer to Private School	31	N (26)	N (26)	W (17)
5	Promotion	31	P (24)	Must be Provided	Must be Provided
6	Graduated				Must be Provided
7	Death	31	N (26)	N (26)	W (17)
8	Expulsion	31	N (26)	N (26)	W (17)
9	Dropped Out	31	N (26)	N (26)	W (17)
10	Transfer to GED program		N (26)	N (26)	W (17)
11	Moved, not known to be continuing	31	N (26)	N (26)	W (17)
12	Retained in same grade or demoted to a lower grade	31	R (25)	Must be Provided	Must be Provided
14	Aged Out				W (17)
15	Certificate of Completion				W (17)
16	Victim of a Violent Crime	31	N (26)	N (26)	W (17)
17	Change in Serving School or Percent of Day Attended	31	N (26)	N (26)	W (17)
18	Moved Out of the United States	31	N (26)	N (26)	W (17)
19	Transfer to another public school district out of Illinois	31	N (26)	N (26)	W (17)
20	Transfer to another public school district in Illinois	31	N (26)	N (26)	W (17)
99	Erroneous enrollment	99	99	99	99

Student Course Assignment

- **Student Course Assignment Validations**
  - Student Course Assignment can be added or updated via the following:
    - Online
    - Batch
  - The Home, Serving and Service Provider District *can* submit Student Course Assignment data
    - The Home District is still ultimately responsible for ensuring data is collected; the Home, Serving and Service Provider districts must communicate to determine who is entering the data
  - Student does NOT need to be actively enrolled at the time of submission
  - No Student Course Assignments can be entered prior to school year 2011 (Earliest Student Course Start Date is 07/01/2010)
  - Serving school and Service Provider school can only view courses for students it is serving

Student Course Assignment

- **Student Course Assignment Validations**
  - To add or to update a record, the student must have a valid district enrollment record in SIS with the following characteristics:
    - Enrollment record Home RCDTS matches Student Course Assignment record Home RCDTS
    - Enrollment record Serving RCDTS matches Student Course Assignment record Serving RCDTS
    - Enrollment School Year matches Student Course Assignment School Year
    - Course Start Date must be equal to or greater than the Student's Enrollment Date
    - Course End Date must be equal to or less than the Student's Exit Enrollment Date
    - Enrollment Exit/Withdrawal Type does not equal Code 99 (Erroneous Enrollment)

Student Course Assignment

- **Student Course Assignment Validations**
  - A school can view and edit all Student Course Assignment data for the enrollments where it is identified as the Home School, Serving School or Service Provider School.
  - SIS ensures active enrollment can view all Student Course Assignments:
    - Once the student is enrolled, all past assignments can be viewed.
  - Student Course Assignment data can only be entered on students in Grades Pre K-12.

Student Course Assignment

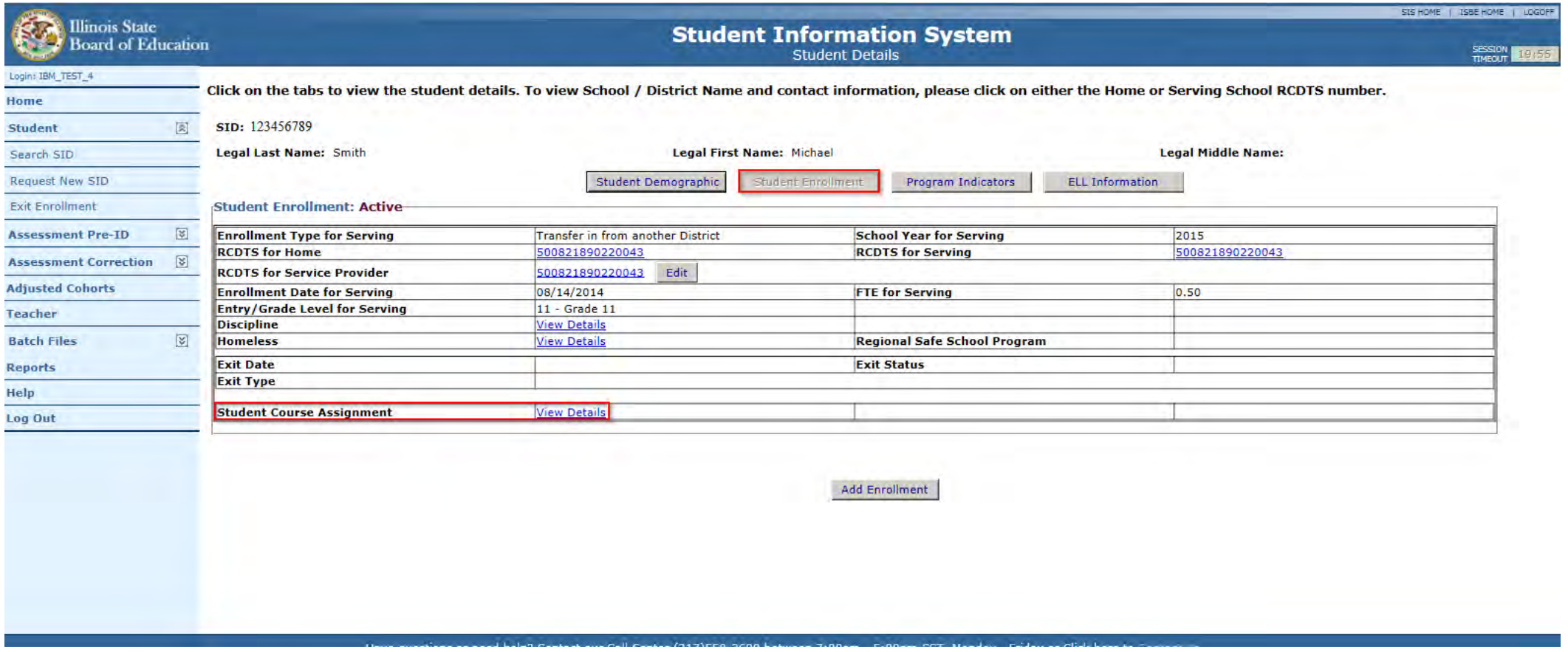
- **Update/Edit Student Course Assignments**
  - The following elements must match to update the Student Course Assignment record:
    - SID
    - Home RCDTS
    - Serving RCDTS
    - School Year
    - Term
    - State Course Code
    - Section Number
  - Total Attendance and Actual Attendance can be sent with the start of the course and updated throughout the term.

Student Course Assignment

- **Additional mandatory data collected on the Student Course Assignment**
  - Course Level (Remedial, General, Enriched or Honors)
  - Course Setting (Traditional, Online or Other alternative)
  - Language the Course was Taught In (New)
    - Refer to the Language codes listed in the SIS Data Elements (001 - Spanish, 002 - Greek etc…)
      - 000 - English will be accepted but can be left blank
        - If record left blank it is assumed the course was taught in English
  - Competency Based Education (Yes or No) (New)
  - Link to SIS Data Elements:
    - https://www.isbe.net/Pages/SIS-Data-Elements-approved-codes-and-indicators.aspx

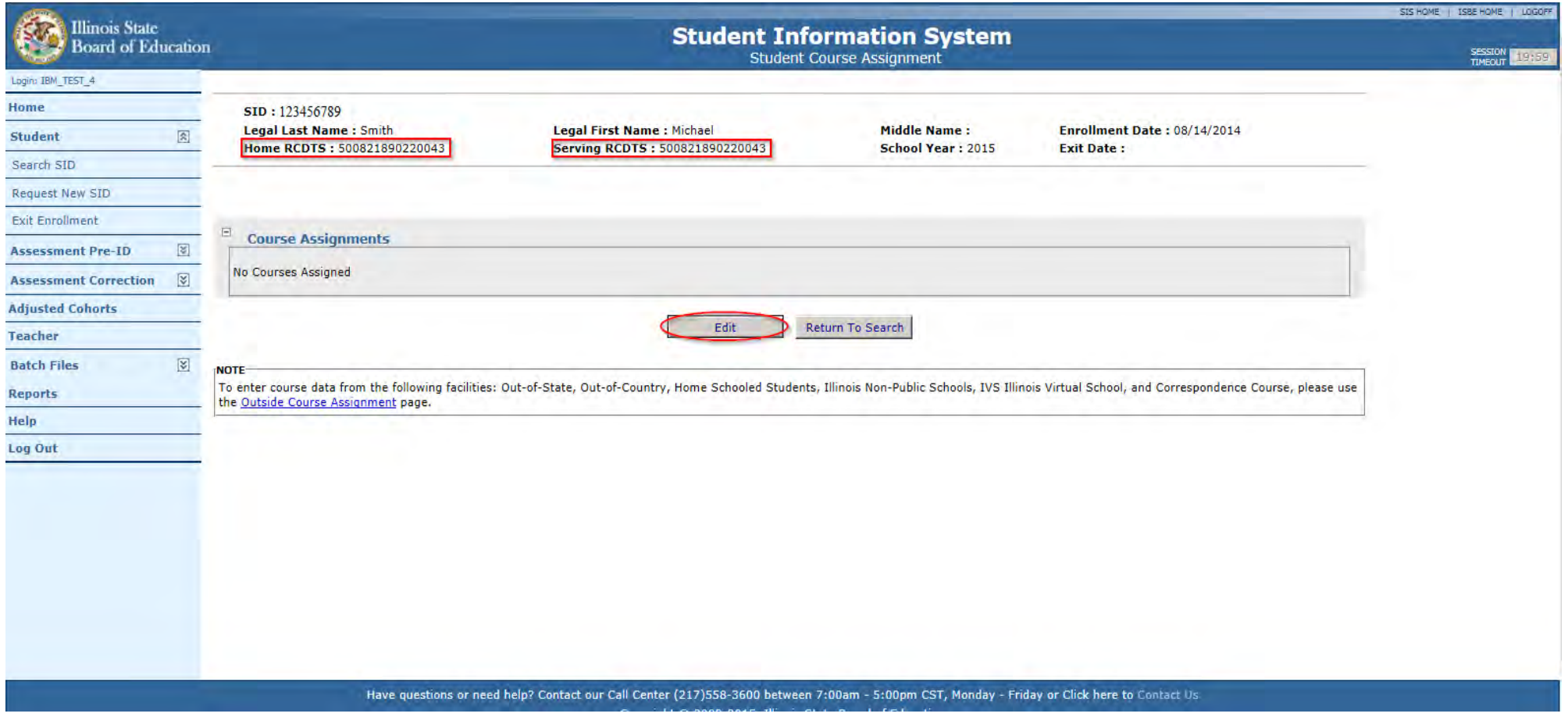
Student Course Assignment

- **Student Enrollment – Student Course Assignment Link**



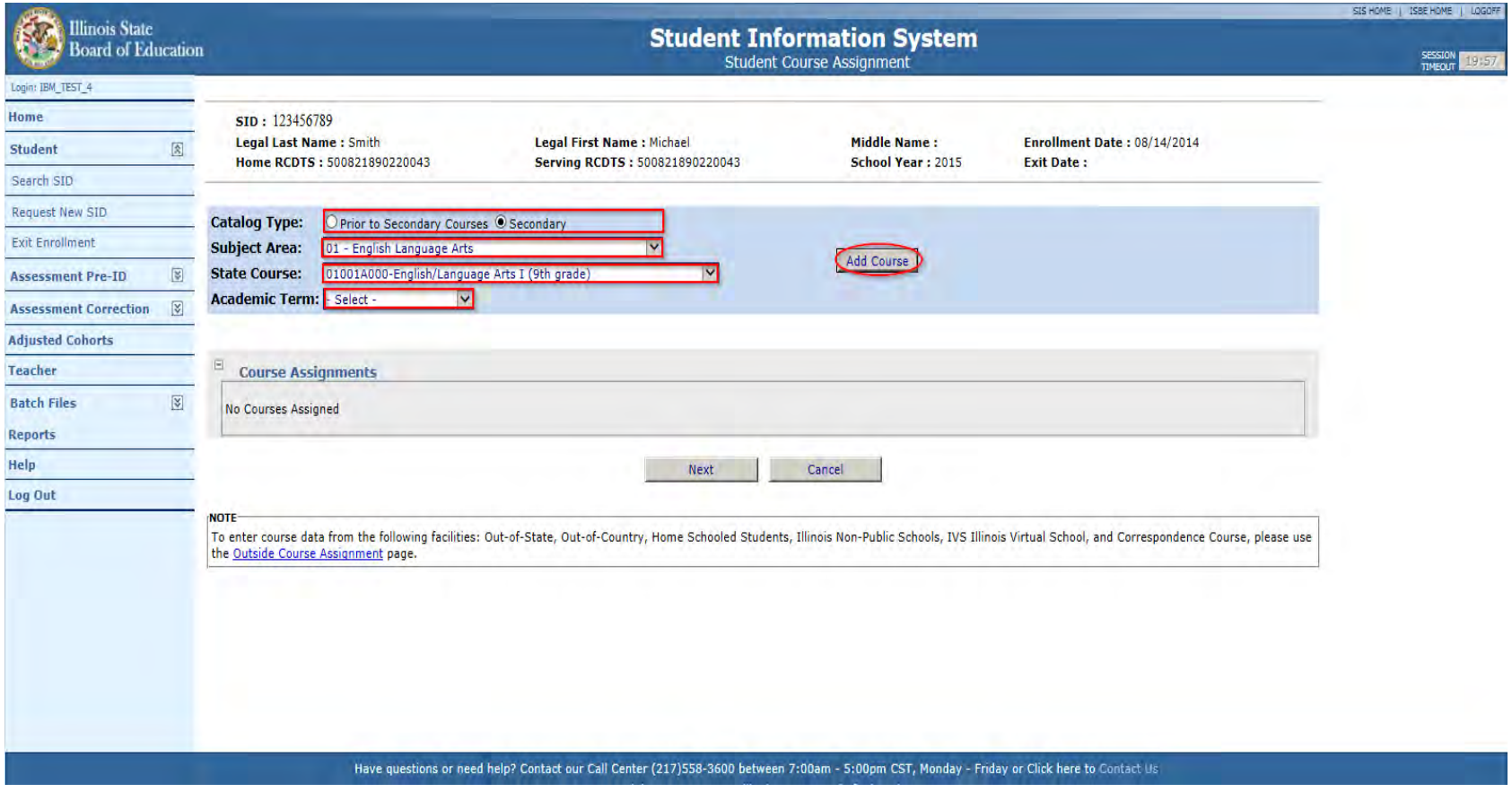
Student Course Assignment

- **View Courses**



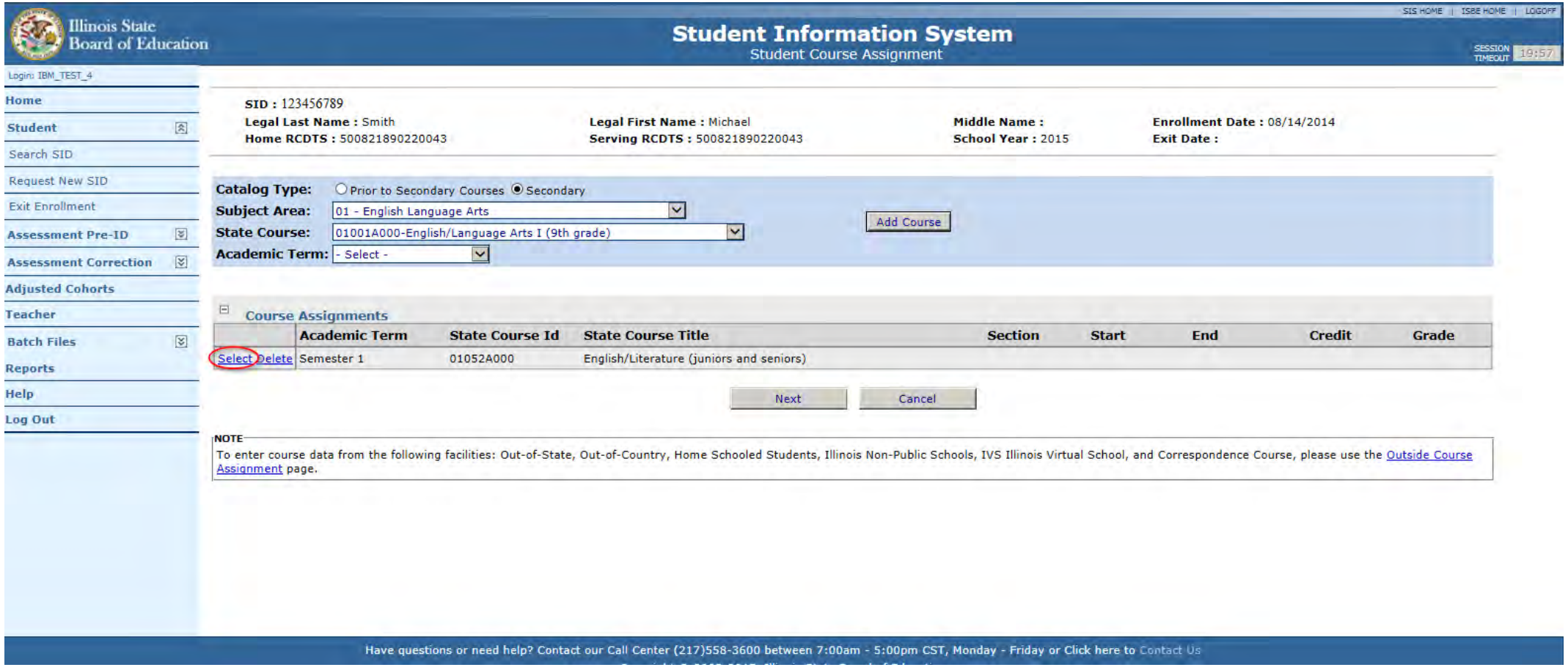
Student Course Assignment

- **Add Courses**



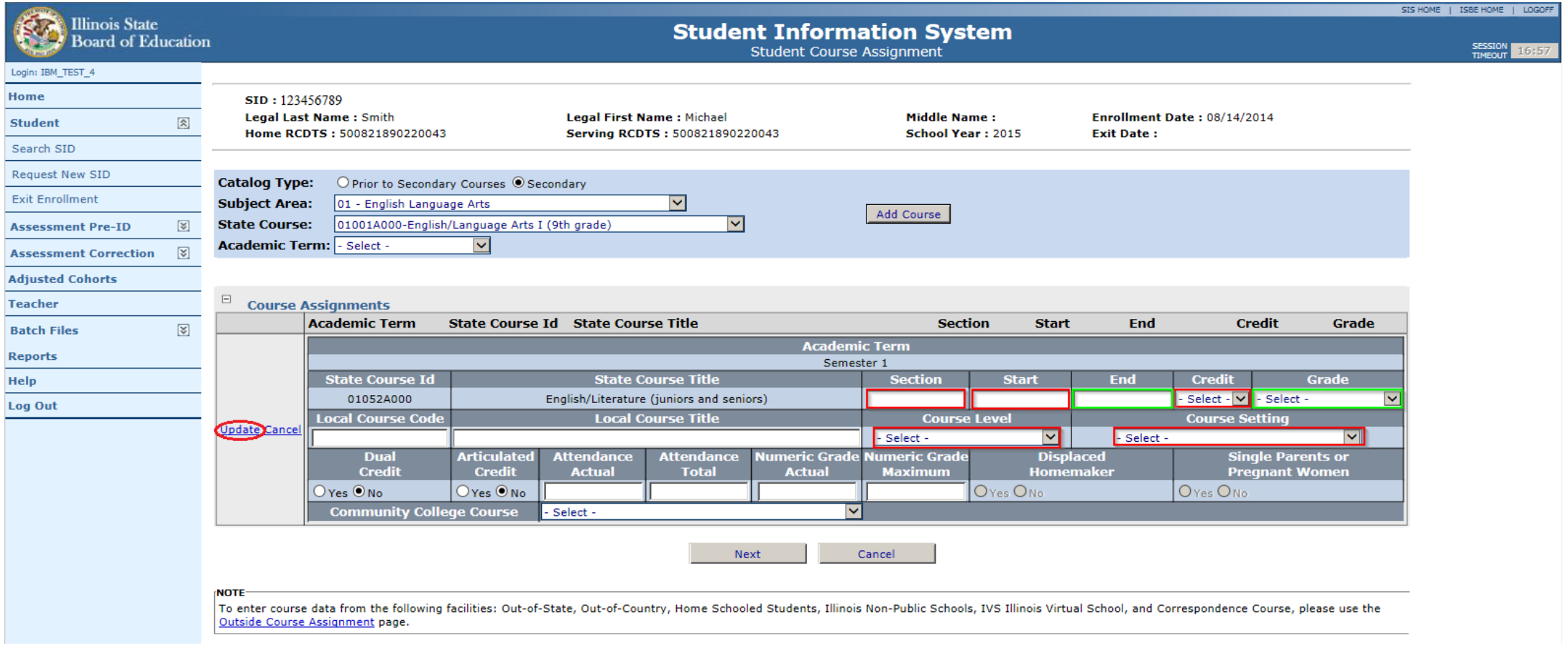
Student Course Assignment

- **View Courses**



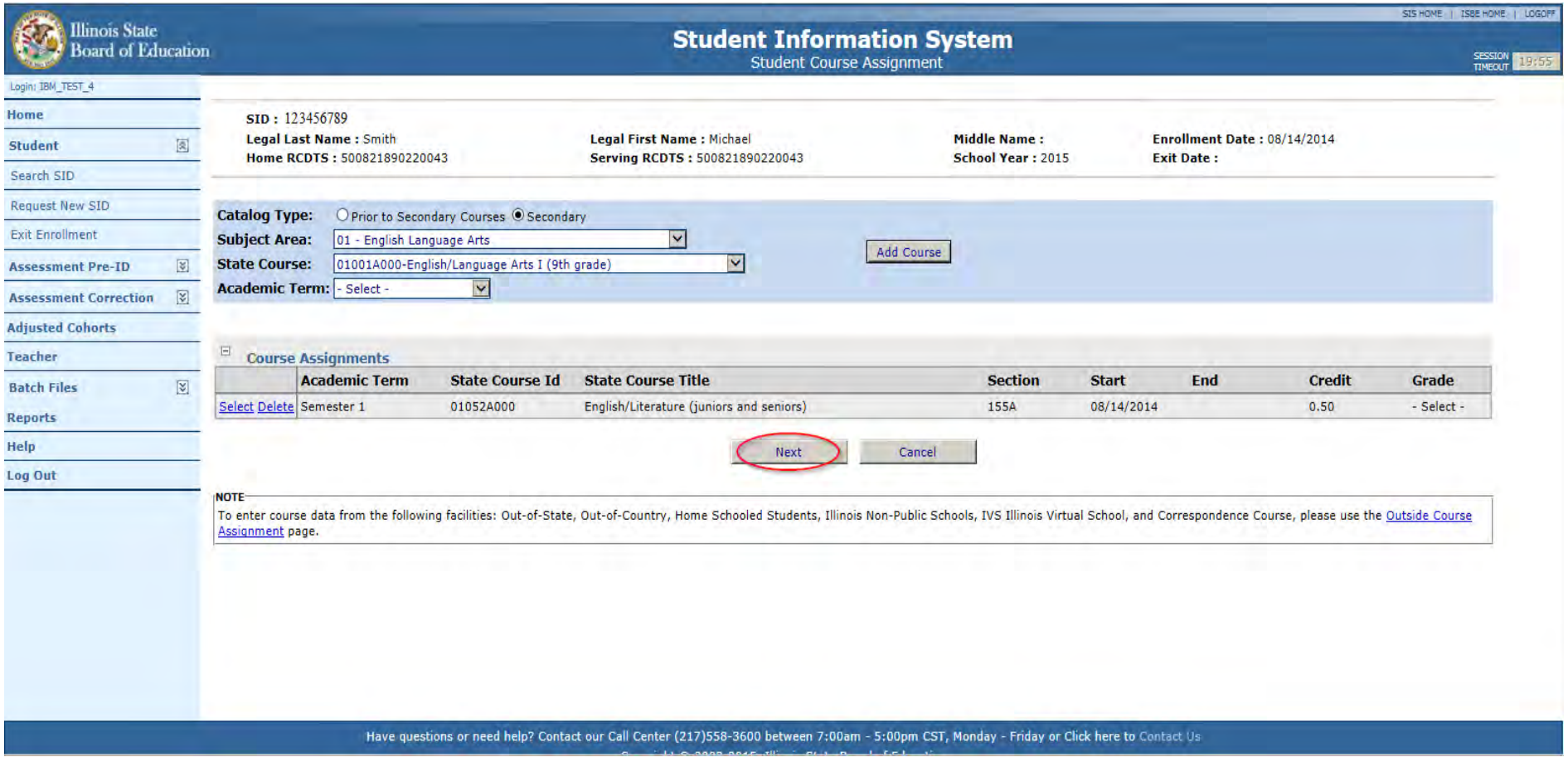
Student Course Assignment

- **Edit Courses**



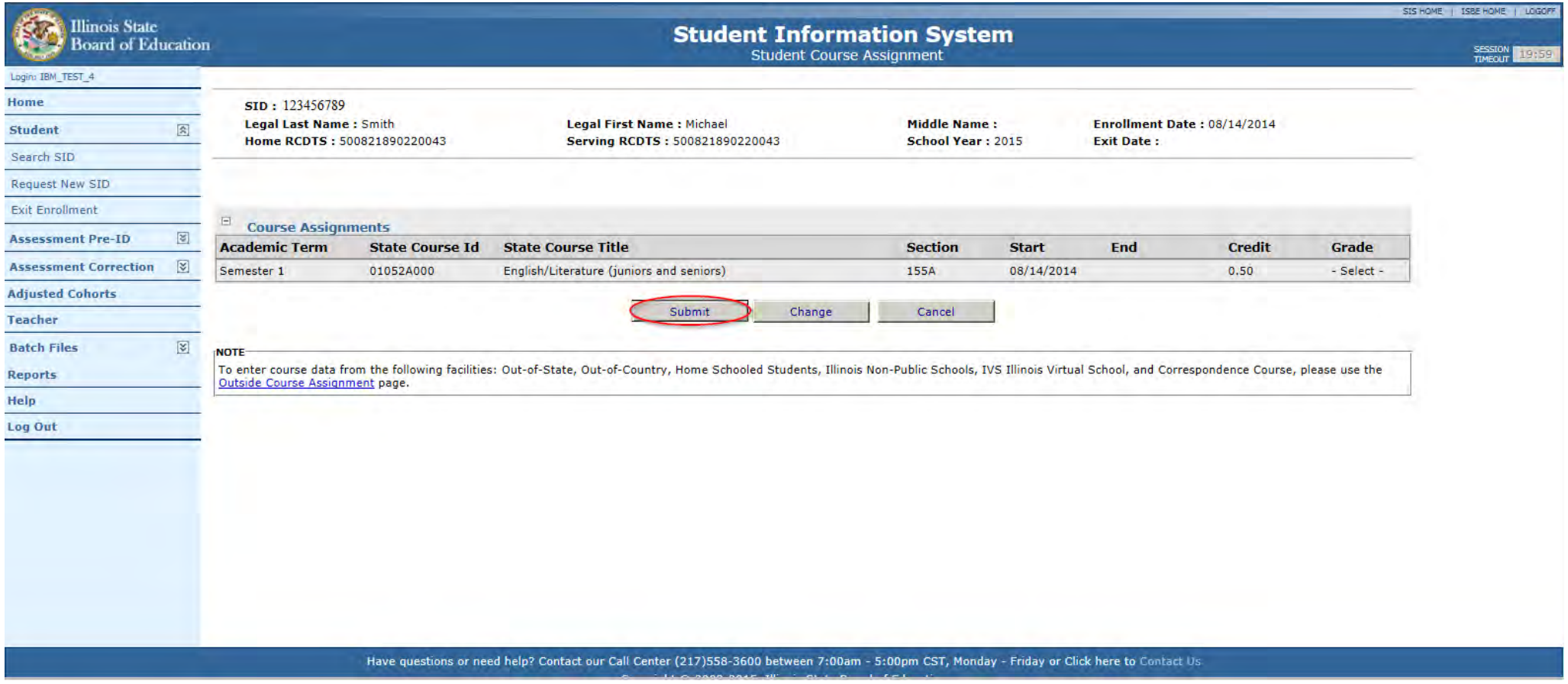
Student Course Assignment

- **View Courses**



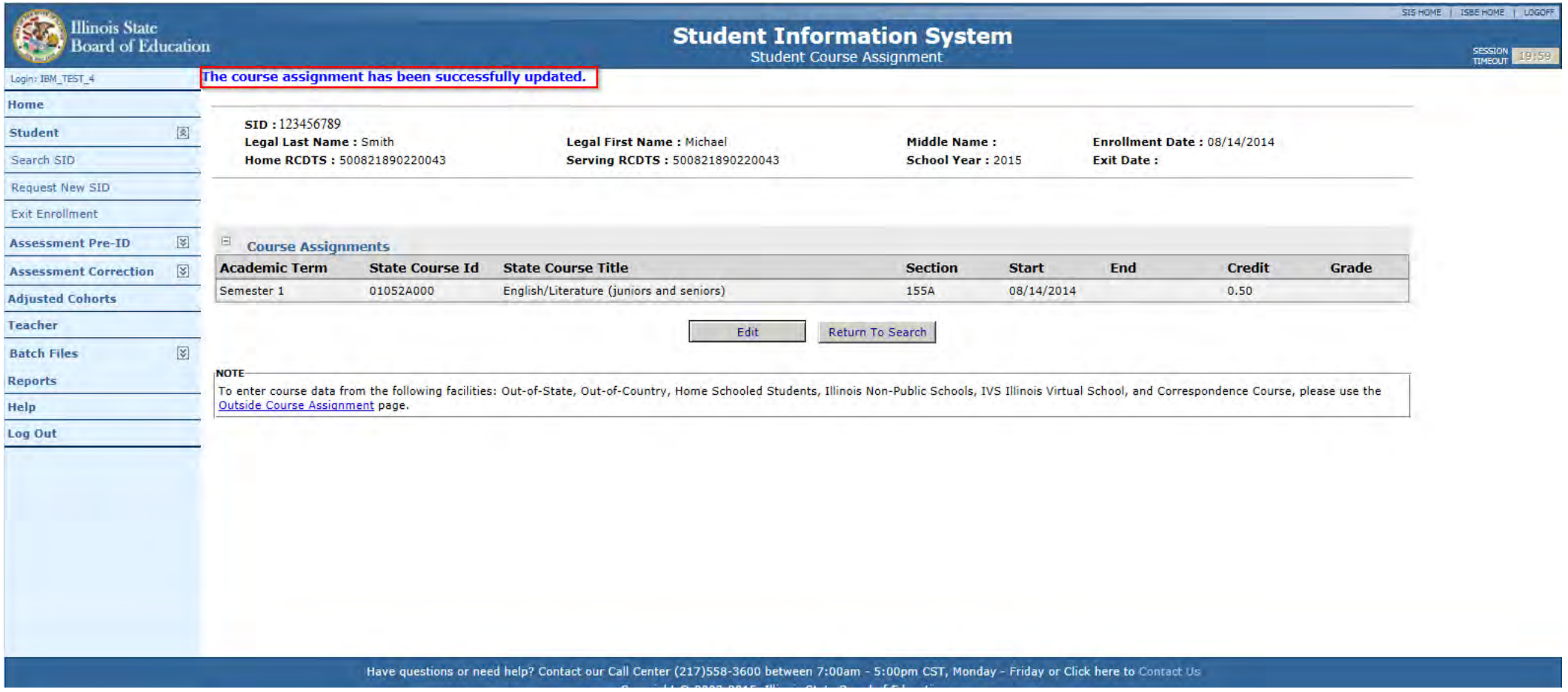
Student Course Assignment

- **Review Courses**



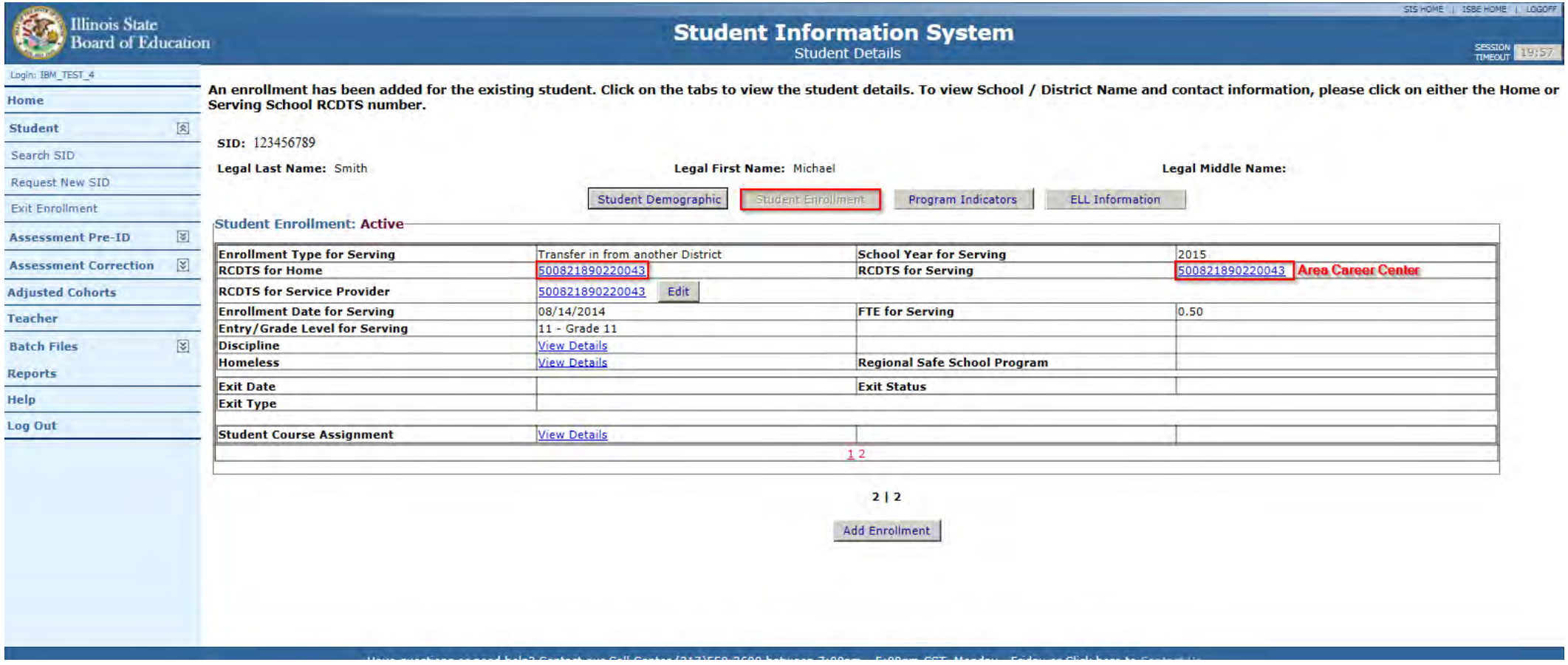
Student Course Assignment

- **Updated Successful**



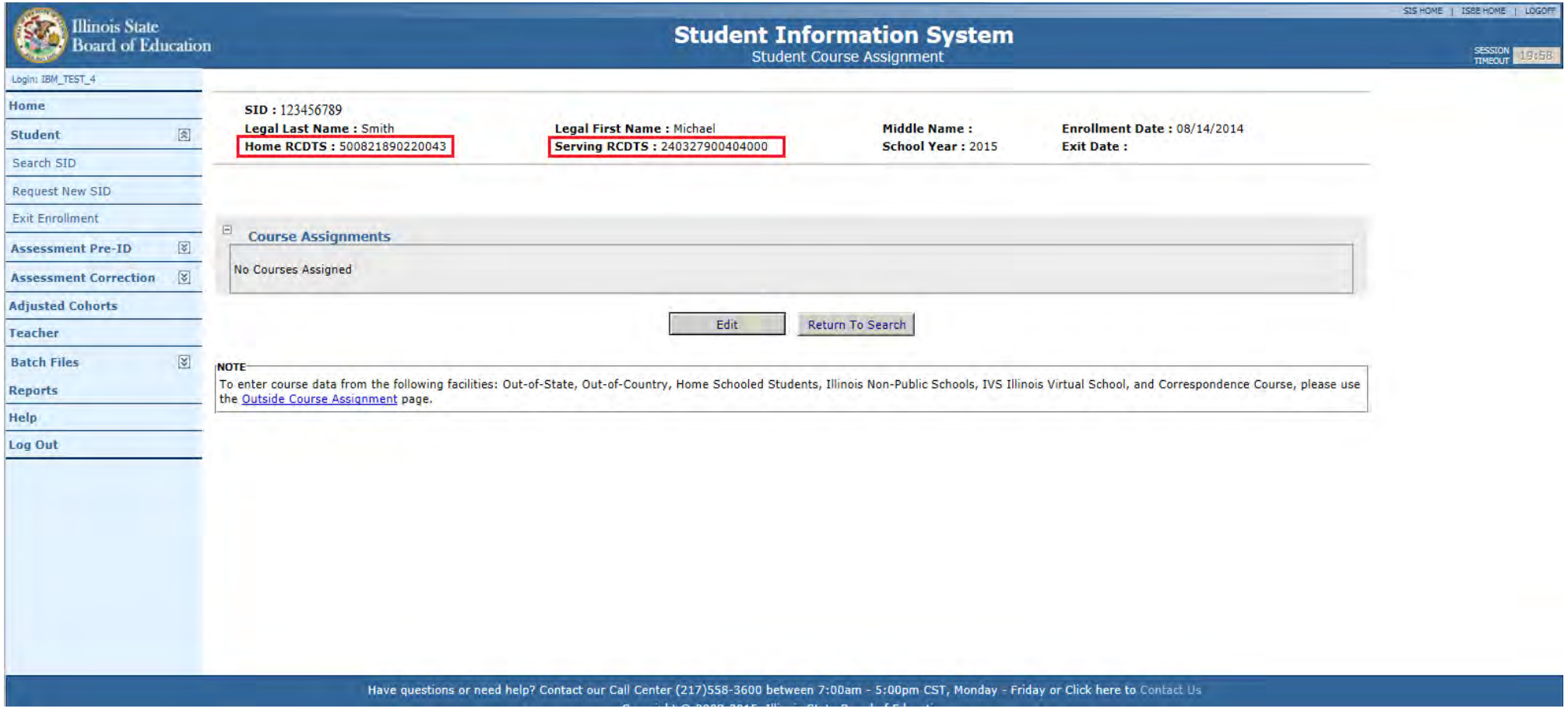
Student Course Assignment

- **Student Enrollment #2**



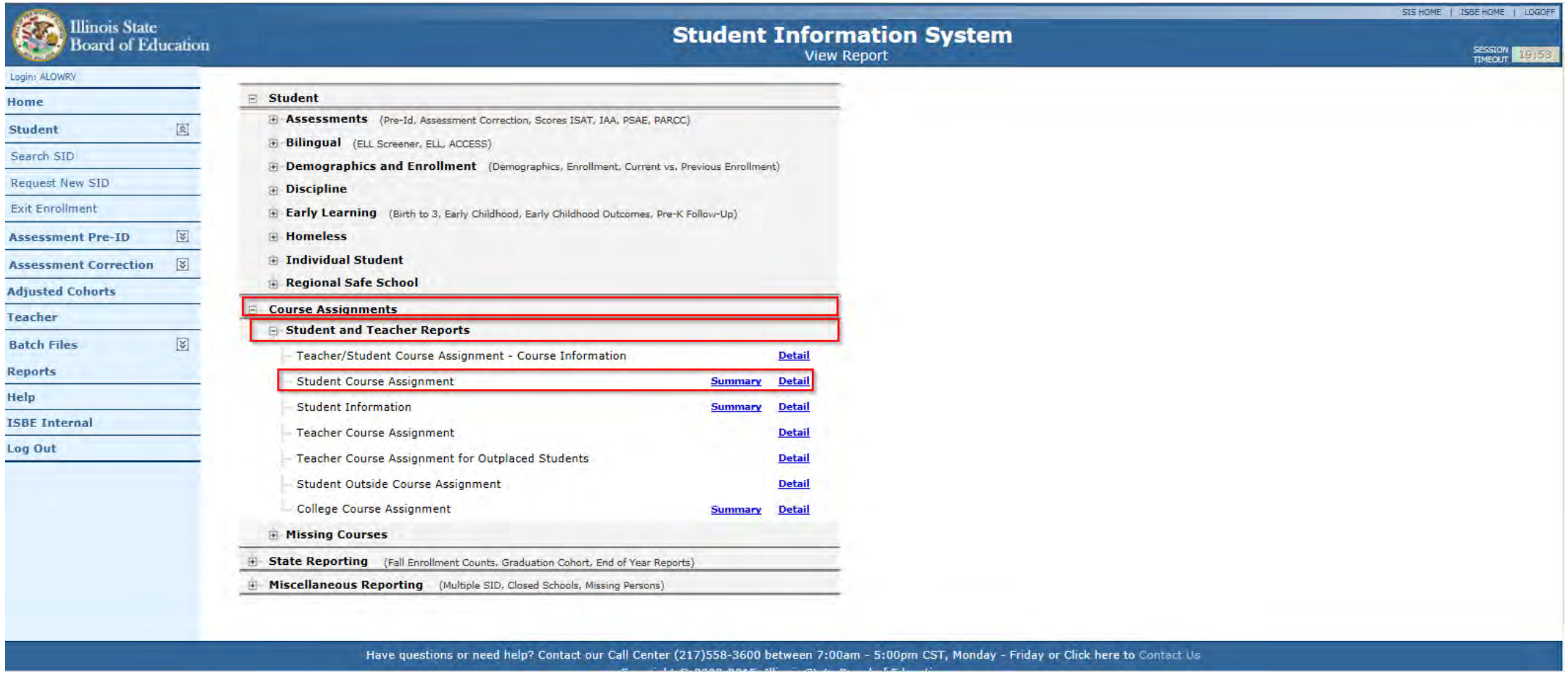
Student Course Assignment

- **View Courses**



Student Course Assignment

- **SIS Reports – Student Course Assignment**



Student Course Assignment

- **Student Course Assignment Report**

2015 Student Course Assignment - Course Information (Detail)

6/22/2015 9:55:11AM

SIS Home School: 1234567898012345 ISBE Test District

Selection Criteria:

Term	State Course Code	Section	State Course Title
Semester 1	51008A000	ESL002	English as a Second Language

Student ID	Student Name	Birth Date	Private School	Serving	Grade	Course Level	Course Setting	Credit	Start Date	Dual	Articulated	End Date	Grade A/T	Attend A/T	Final
123456789	Smith, Michael	01/01/2000	No	12345678912345	6	General	Traditional	0.50	08/18/2014	No	No	12/19/2014	/	/	A
123456789	Smith, Michael	01/01/2000	No	12345678912345	8	General	Traditional	0.50	08/18/2014	No	No	12/19/2014	/	/	B+
123456789	Smith, Michael	01/01/2000	No	12345678912345	7	General	Traditional	0.50	09/29/2014	No	No	12/19/2014	/	/	A
123456789	Smith, Michael	01/01/2000	No	12345678912345	7	General	Traditional	0.50	08/18/2014	No	No	12/19/2014	/	/	A+
123456789	Smith, Michael	01/01/2000	No	12345678912345	8	General	Traditional	0.50	10/01/2014	No	No	12/19/2014	/	/	B

Total Students In This Section: 5

Term	State Course Code	Section	State Course Title
Semester 1	51008A000	ESL3001	English as a Second Language

Student ID	Student Name	Birth Date	Private School	Serving	Grade	Course Level	Course Setting	Credit	Start Date	Dual	Articulated	End Date	Grade A/T	Attend A/T	Final
123456789	Jones, Anna	01/01/2000	No	12345678912345	6	General	Traditional	0.50	08/18/2014	No	No	12/19/2014	/	/	A+
123456789	Jones, Anna	01/01/2000	No	12345678912345	8	General	Traditional	0.50	08/18/2014	No	No	12/19/2014	/	/	B
123456789	Jones, Anna	01/01/2000	No	12345678912345	8	General	Traditional	0.50	09/20/2014	No	No	12/19/2014	/	/	A+
123456789	Jones, Anna	01/01/2000	No	12345678912345	7	General	Traditional	0.50	09/29/2014	No	No	12/19/2014	/	/	A

Illinois State Board of Education

Teacher Course Assignment

SIS School Year at a Glance

- **January 17, 2020 by 4:00 p.m.**
  - Fall Student Course Assignments due without End Date/Final Grade
  - Fall Teacher Course Assignment Entry Records due
  - Preschool Student Course Assignment
  - Verify Teacher and Student Course Assignments
  - Career and Technical Education (CTE) Courses
  - College Course Assignments
  - Outside Course Assignments

Teacher Course Assignment

- The Teaching Location District or the Employer District will submit Teacher Course Assignments
- 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
- **EIS Position Codes (formerly - Role of Professional) –** Teachers Position Code in the Employment Information System (EIS)
- **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

EIS Position Codes

Position Code	Position Code Description
200	Teacher
201	Reading Teacher
202	Bilingual Education Teacher
203	English as a Second Language Teacher
204	Visiting International Teacher
207	Speech Language Pathology Teacher
208	Career and Technical Educator (CTE)
250	Special Education Teacher
251	Bilingual Special Education Teacher
601	Resource Teacher Arts(Visual Art, Music, Drama, and Theatre)
602	Resource Teacher History
603	Resource Teacher Government/Civics/Political Science
604	Resource Teacher English/Language Arts
605	Resource Teacher Reading
606	Resource Teacher Math
607	Resource Teacher Science (all sciences)
608	Resource Teacher Foreign Language
609	Resource Teacher Economics
610	Resource Teacher Elementary
611	Resource Teacher Other
699	Citywide Resource Teacher

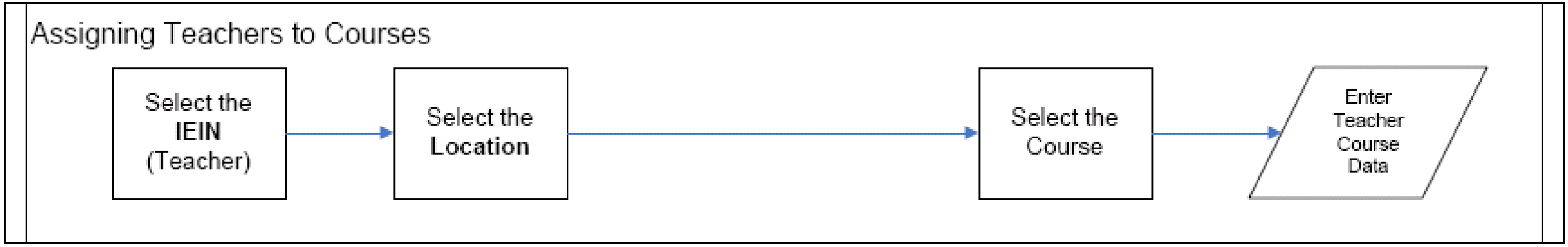
Teacher Course Assignment

Teacher Course Assignment Exit

- **Actual Attendance (Classes)** - Actual number of class periods of attendance teacher attended per course during the term
- **Total Attendance (Classes)** - 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

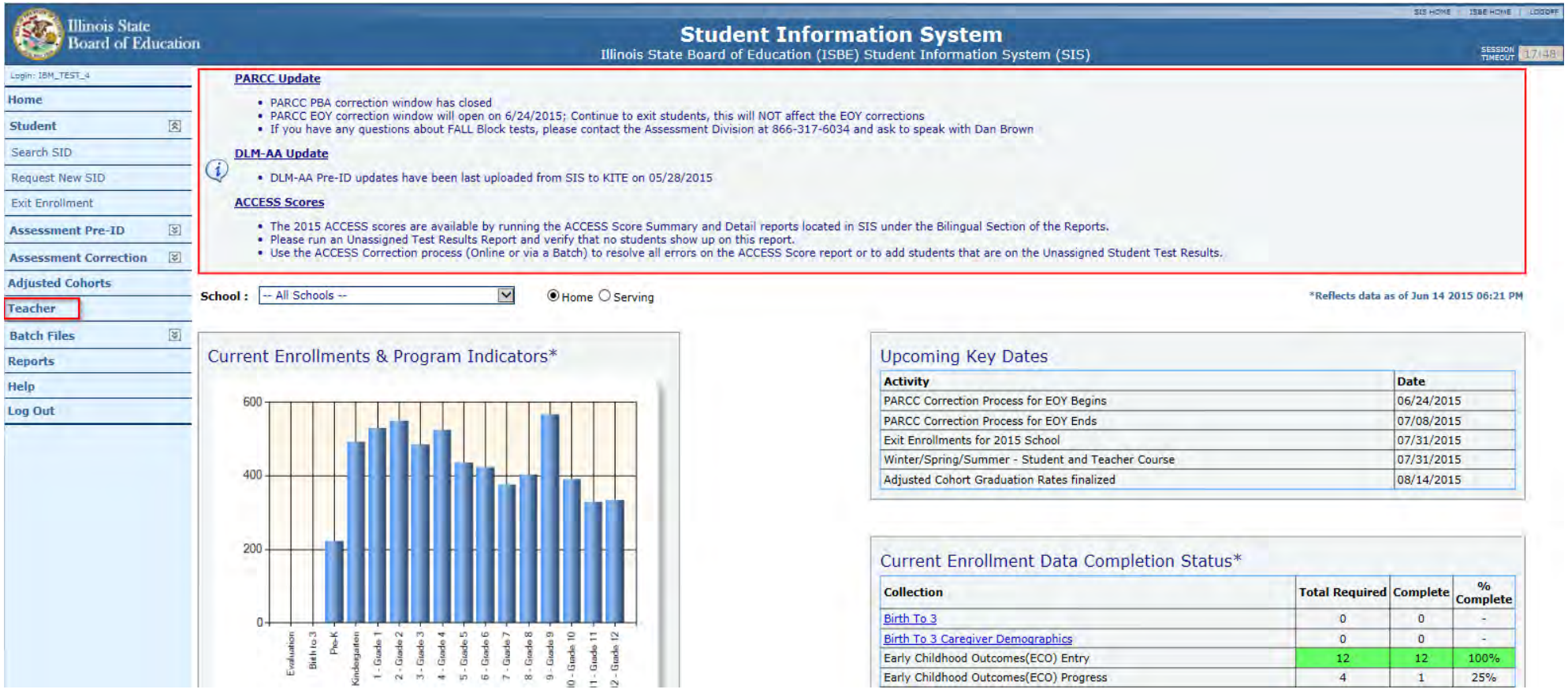
Teacher Course Assignment

- **Teacher Course Assignment Online Process**



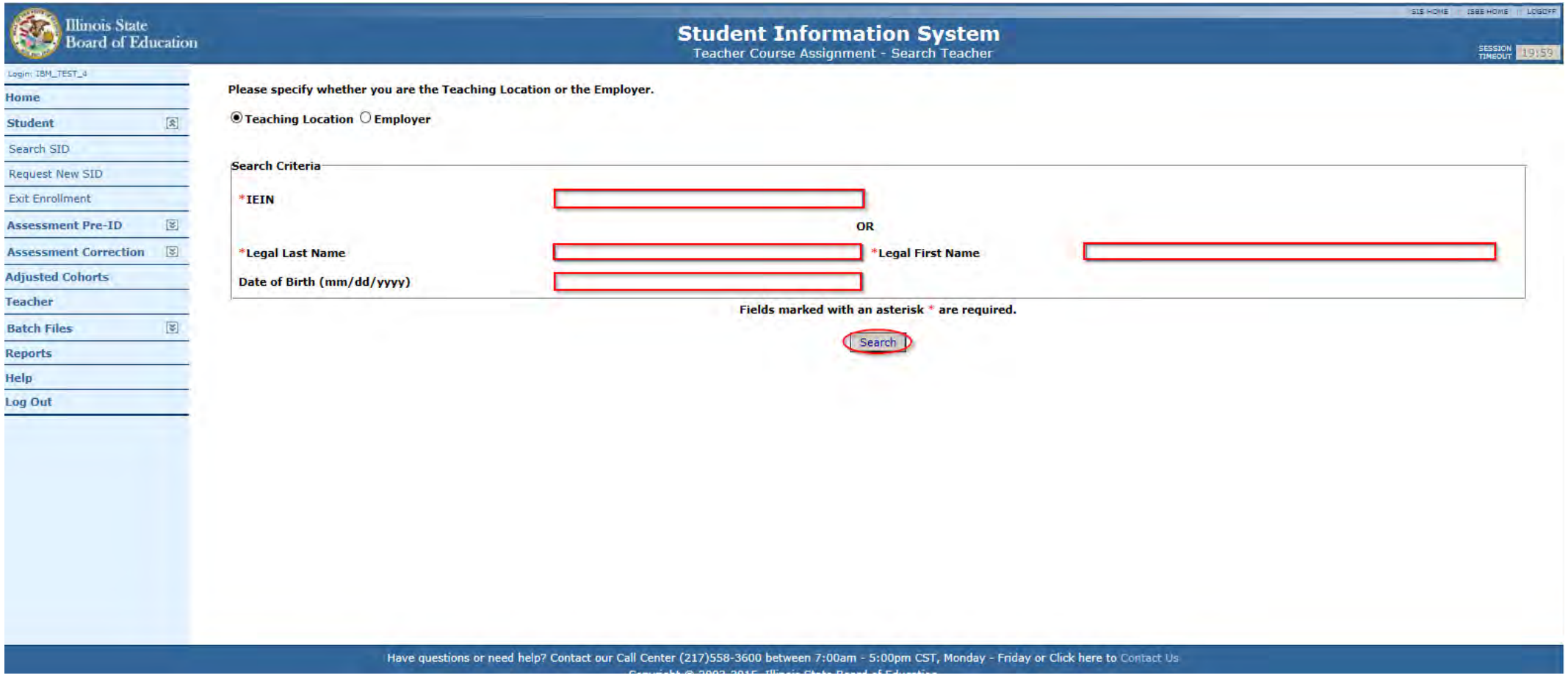
Teacher Course Assignment

- **SIS District Status Panel**



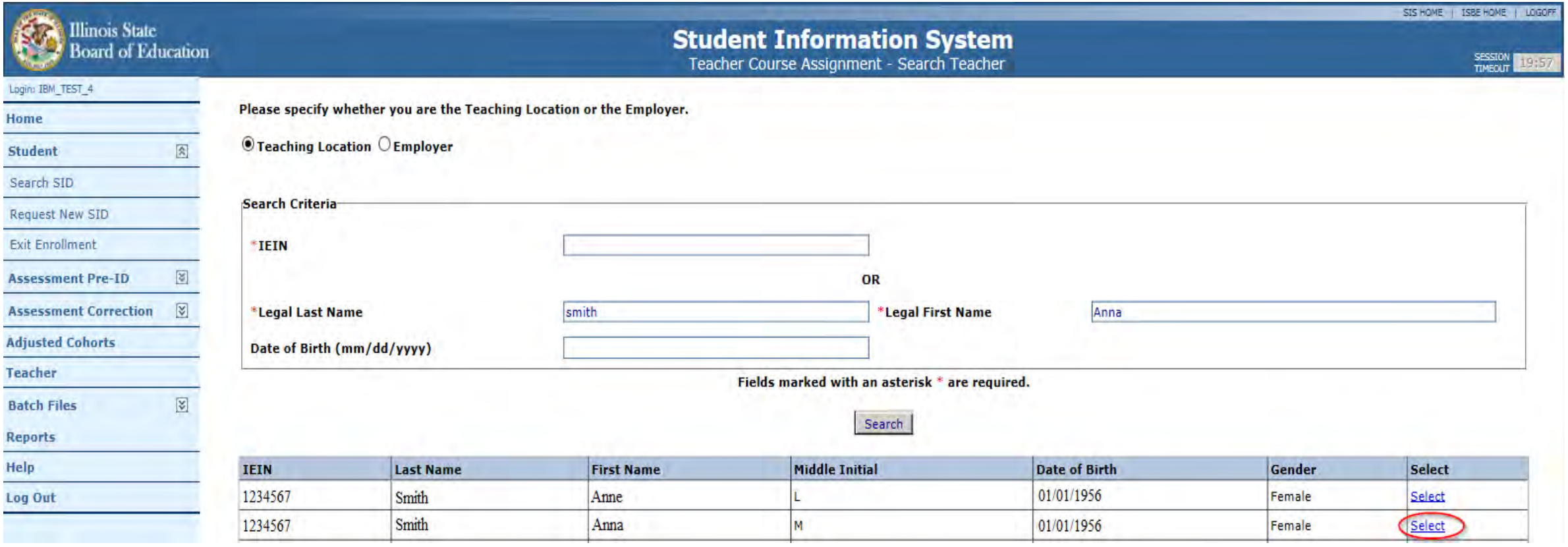
Teacher Course Assignment

- **Teacher Search**



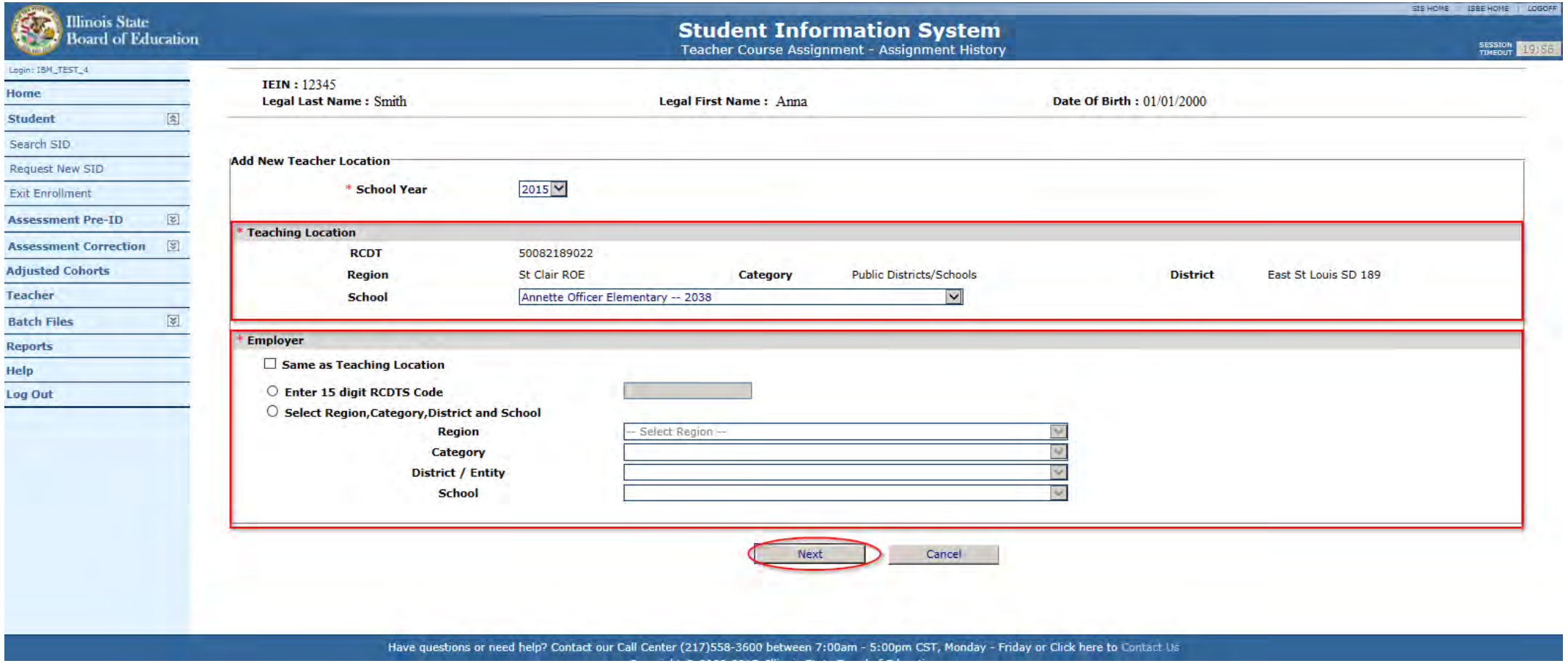
Teacher Course Assignment

- **Potential Match Summary Page**



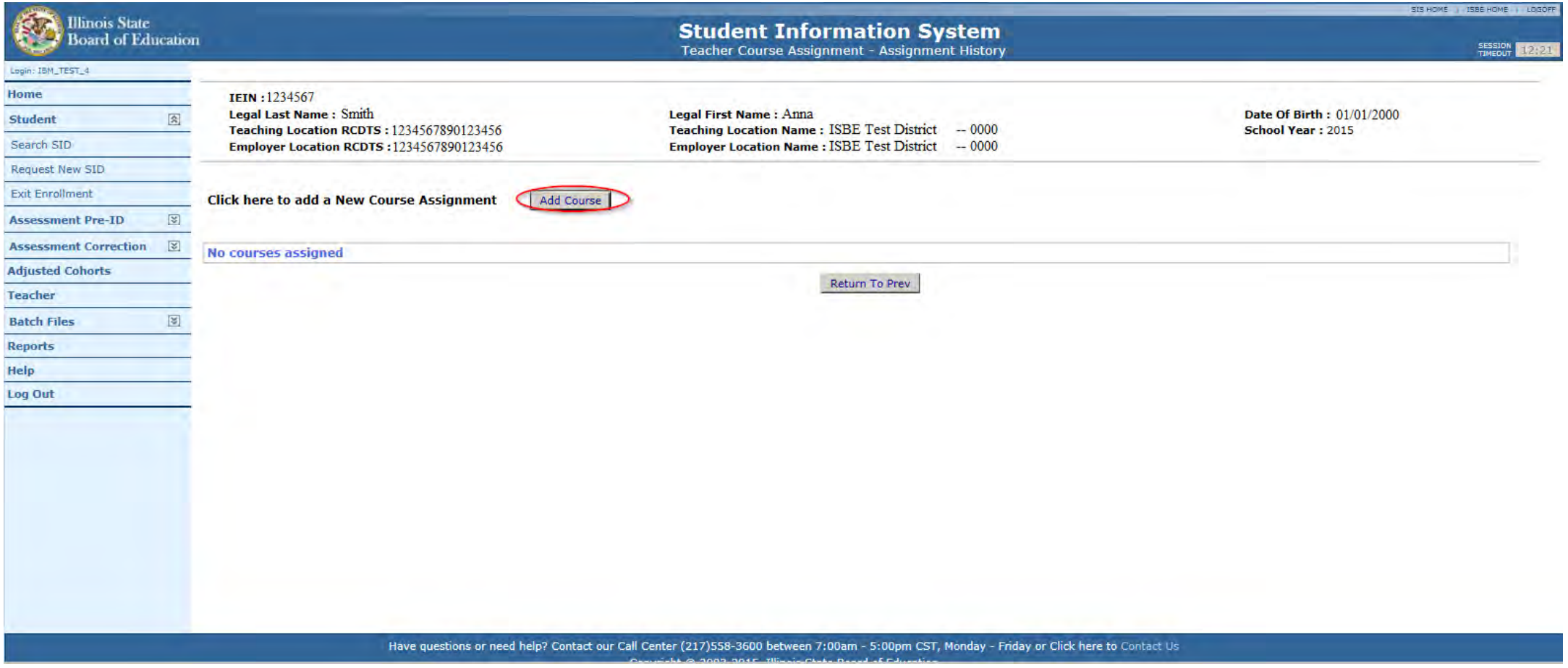
Teacher Course Assignment

- **Select Teaching Location**



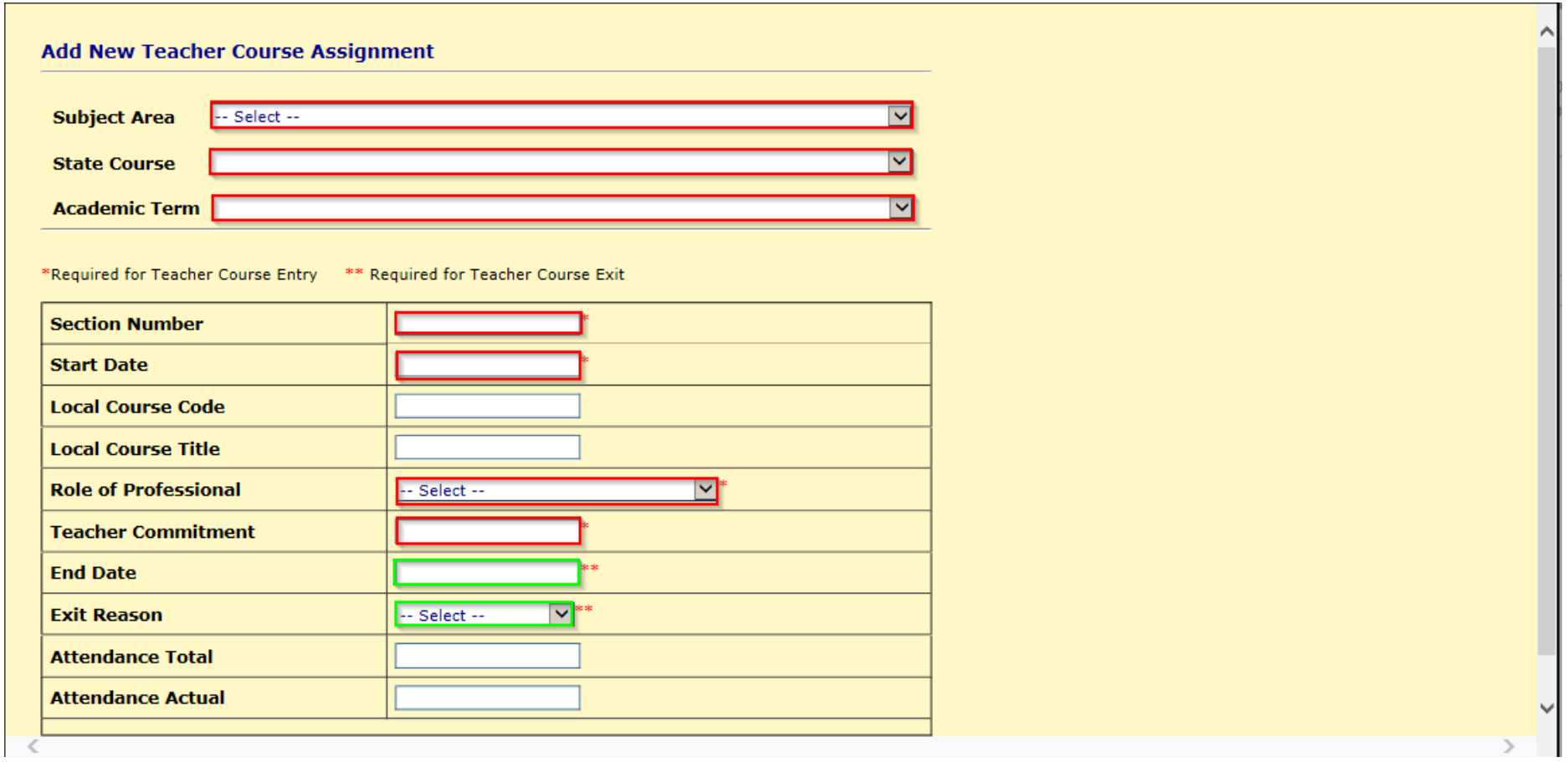
Teacher Course Assignment

- **Edit Teacher Course Assignments**



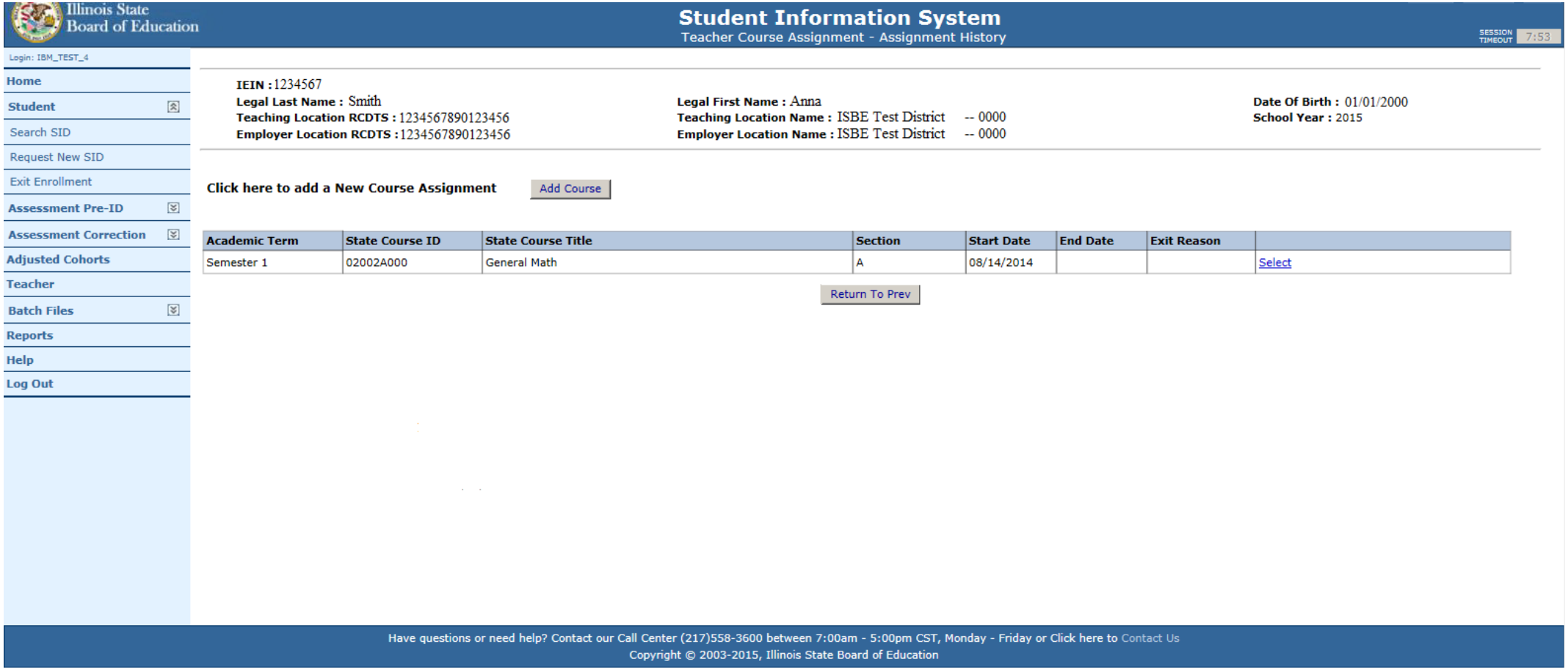
Teacher Course Assignment

- **Add Course**



Teacher Course Assignment

- **Select Course Details**



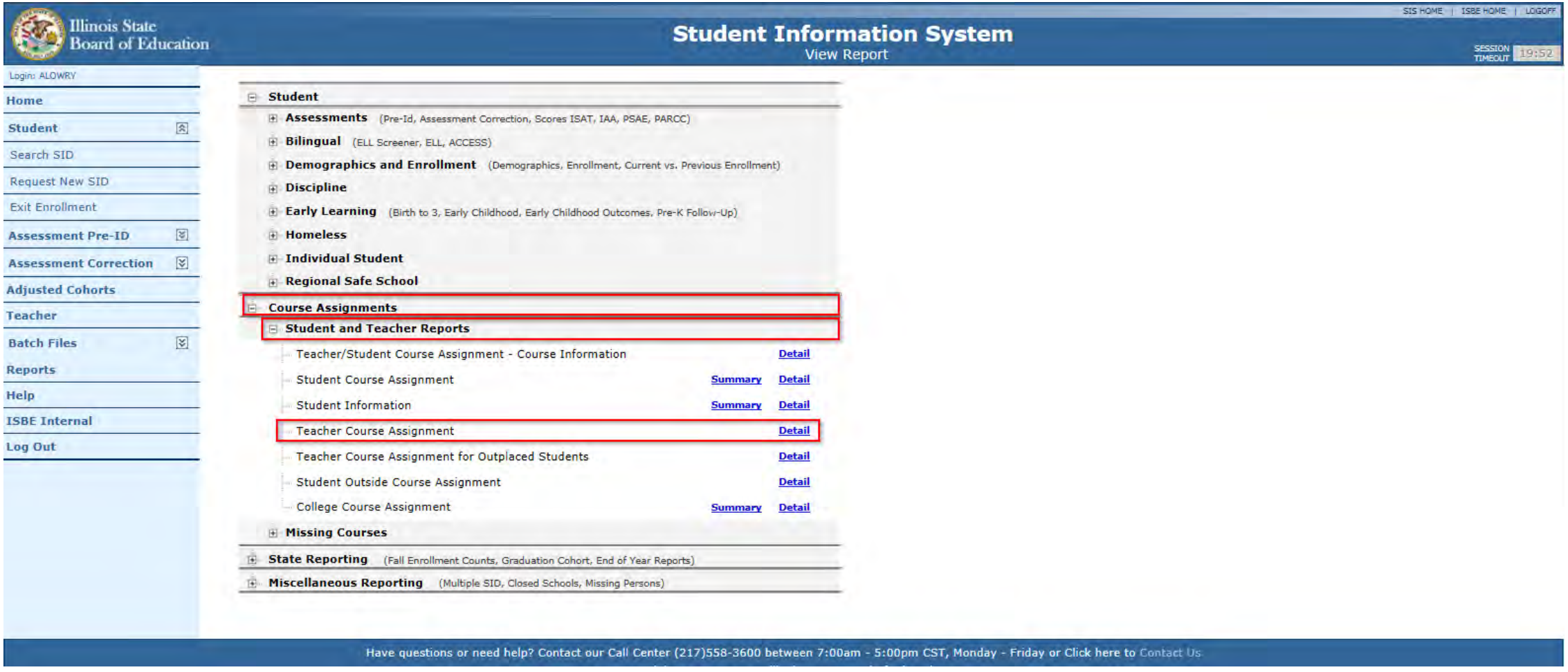
Teacher Course Assignment

- **Submit Teacher Course Assignments**
  - When Teacher Course Assignment is submitted first, a new system enhancement will automatically exit the Teacher Course Assignment when all the corresponding Student Course Assignments are exited.
    - When all Student Course Assignments for a **Section** have received a Final Letter Grade, SIS will populate the Teacher Course Assignment "Course End Date" and "Reason for Exit" via an overnight process.
      - Teacher Course End Date will be set to the last Student Course End Date.
      - Reason for Exit will be set to 01- Course Ended.

Note: School districts can still update course data after course completion data has been submitted.

Teacher Course Assignment

- **Teacher Course Assignment Report**



Teacher Course Assignment

- **SIS Reports – Teacher Course Assignment**

2015 Teacher Course Assignment
Teacher Information

6/22/2015 10:06:56AM

Teaching Location: 121345678912345 ISBE Test School

Selection Criteria: Sorted By: Name

Role of Professional:		
01 Teacher of Record	04 Substitute Teacher	08 Speech/Language Pathologist
02 Professional Contributor	05 Reading/Math Specialist	09 Teacher of Record - Self-Contained Special Education Classroom
03 Student Teacher	06 Technology Specialist	10 Proctor
	07 Social Worker/Psychologist/Counselor	

Reason For Exit Codes: 01 - Course Ended 02 - Teacher Resigned 03 - Leave of Absence 04 - Death 05 - Teacher Expulsion 06 - District Reasigned 99 - Erroneous

IEIN: 9999999999 **Teacher Name: Smith, Michael** **Birth Date: 01/01/1956** **Teaching Location RCDTS: 121345678912345**

State Course Code-Title	Local Course Code-Title	Term	Section	Employer RCDTS	Role of Professional	Teacher Commitment	Start Date	Attendance A / T	Exit Date	Exit Reason
53237A000-Science (grade 7)	SC76-SCIENCE 76	S1	SC76002	123456789123456	01	1.00	08/18/2014			
53237A000-Science (grade 7)	SC07-SCIENCE-7TH	S1	SC07006	123456789123456	01	1.00	08/18/2014			
53237A000-Science (grade 7)	SC07-SCIENCE-7TH	S1	SC07003	123456789123456	01	1.00	08/18/2014			
53237A000-Science (grade 7)	SC76-SCIENCE 76	S1	SC76001	123456789123456	01	1.00	08/18/2014			
53237A000-Science (grade 7)	SC76-SCIENCE 76	S1	SC76003	123456789123456	01	1.00	08/18/2014			
53237A000-Science (grade 7)	SC76-SCIENCE 76	S2	SC76002	123456789123456	01	1.00	01/05/2015			
53237A000-Science (grade 7)	SC76-SCIENCE 76	S2	SC76003	123456789123456	01	1.00	01/05/2015			

Illinois State Board of Education

Preschool Student Course Assignments

SIS School Year at a Glance

- **January 17, 2020 by 4:00 p.m.**
  - Fall Student Course Assignments due without End Date/Final Grade
  - Fall Teacher Course Assignment Entry Records due
  - Preschool Student Course Assignment
  - Verify Teacher and Student Course Assignments
  - Career and Technical Education (CTE) Courses
  - College Course Assignments
  - Outside Course Assignments

Preschool Student Course Assignment

Preschool Courses link the teacher to the student for each funding type entered at time of student enrollment.

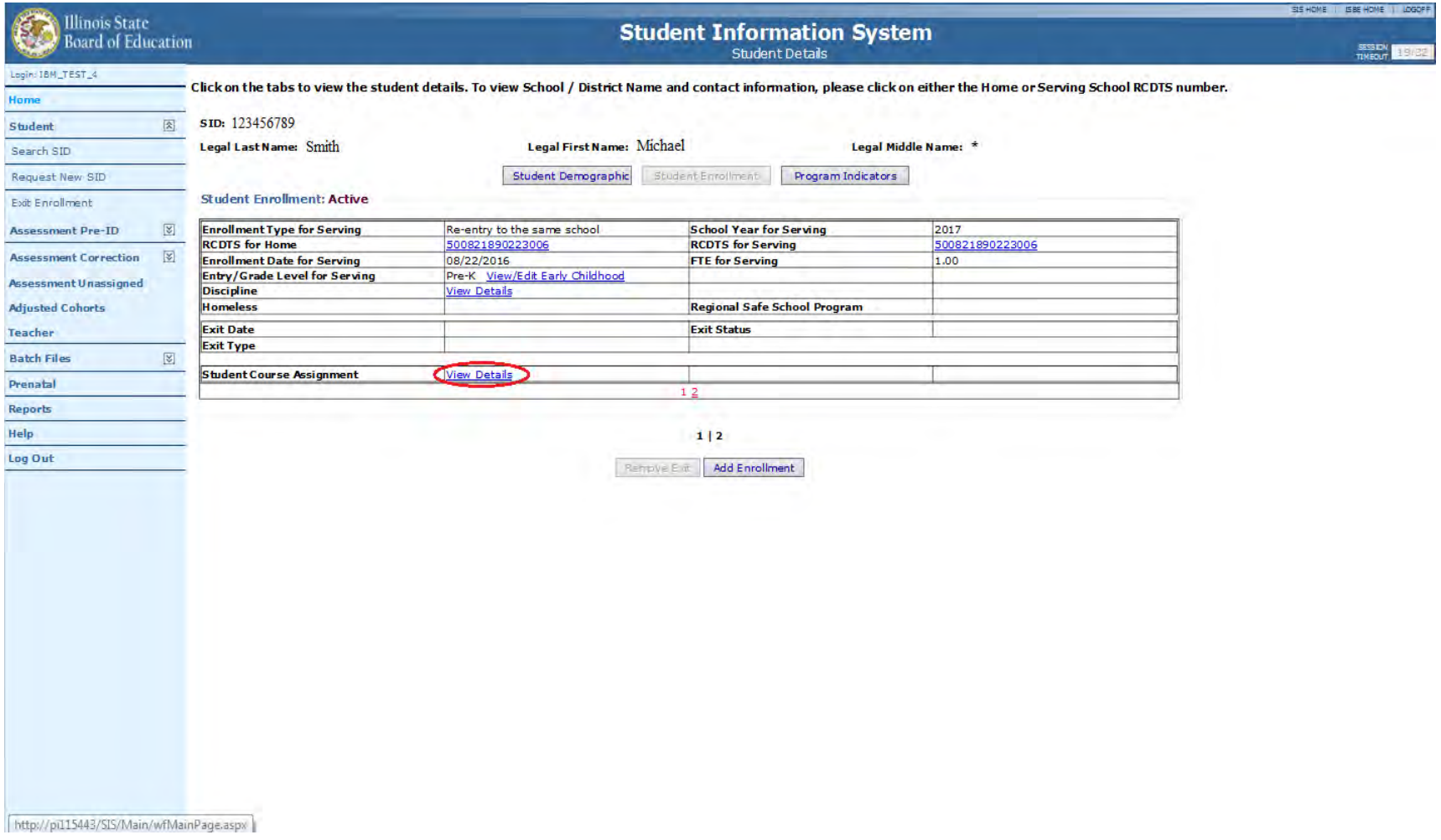
- Students enrolled in Grade Pre-K can not be exited until the courses have been added.
  - 73028APFA Preschool for All
  - 73028ASPE Preschool IDEA
  - 73028AEXP Preschool Expansion
  - 73028ATIT Pre-K Title I
- If the student is identified as a Private School Student (PSS= Yes) or if the students funding source is listed below a student course is not required.
  - 73028AHSE Head Start
  - 73028APLD Preschool Local District
  - 73028ATBP Tuition Based Preschool

Preschool Student Course Assignment

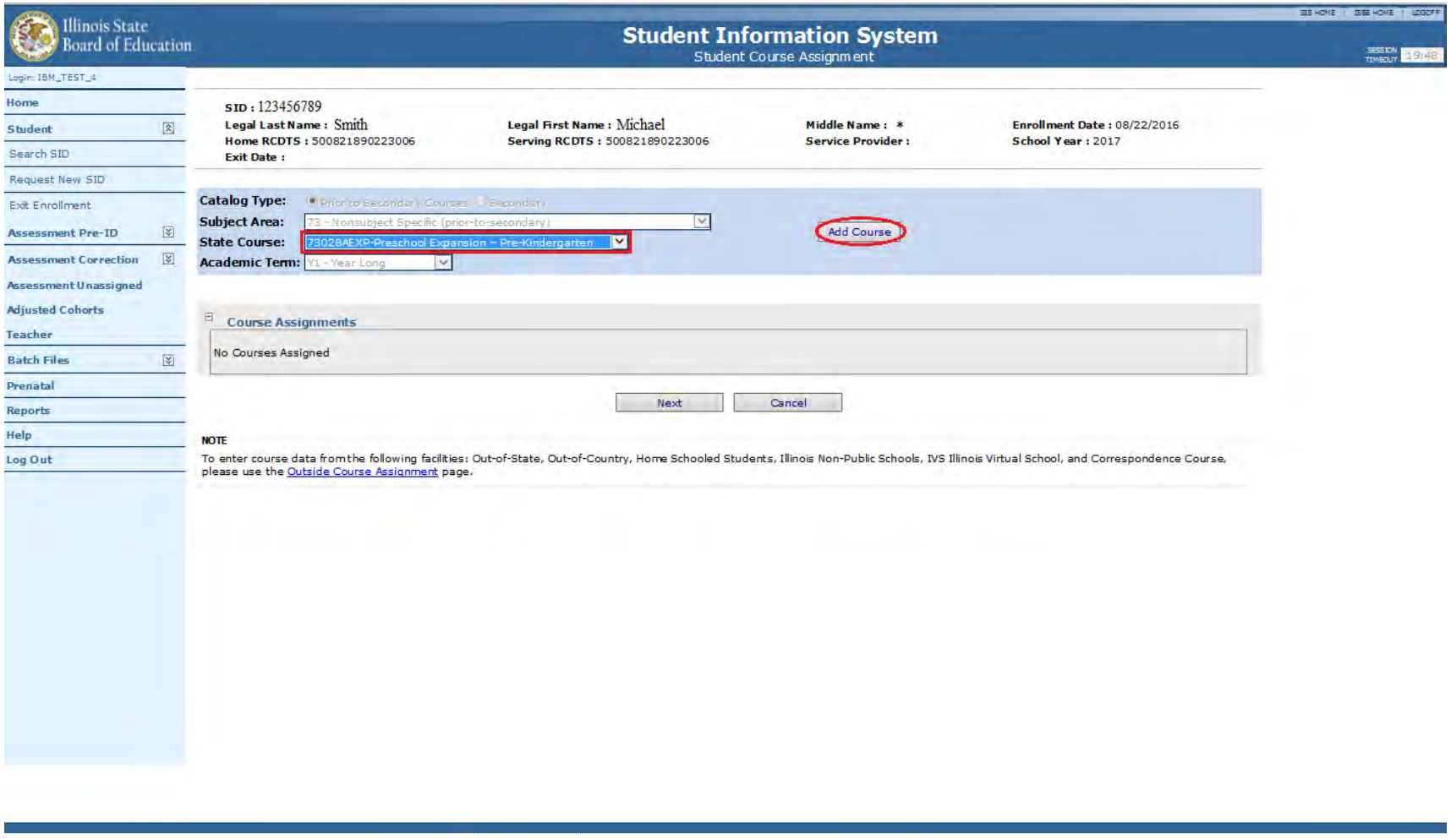
Purpose for Collecting the Preschool Courses is to Tie a Teacher to a Student

- **Term** - Y1
- **State Course Code** - 73028AXXX
- **Local Course ID** - Optional
- **Local Course Title** - Optional
- **Student Course Start Date** – Enrollment Start Date
- **Section Number** – District Defined
- **Course Level** – General
- **Course Credit** – 1.0
- **Articulated Credit** - No
- **Dual Credit** - No
- **Course Setting** – Traditional
- **Actual Attendance** – Optional
- **Total Attendance** – Optional
- **Single Parent including Single Pregnant Woman** - No
- **Displaced Homemaker** - No
- **Course Numeric Grade** - Optional
- **Maximum Numeric Grade** - Optional
- **Student Course End Date** – Enrollment Exit Date
- **Course Final Letter Grade/Completion Status** – (31) Completed Early Childhood Course

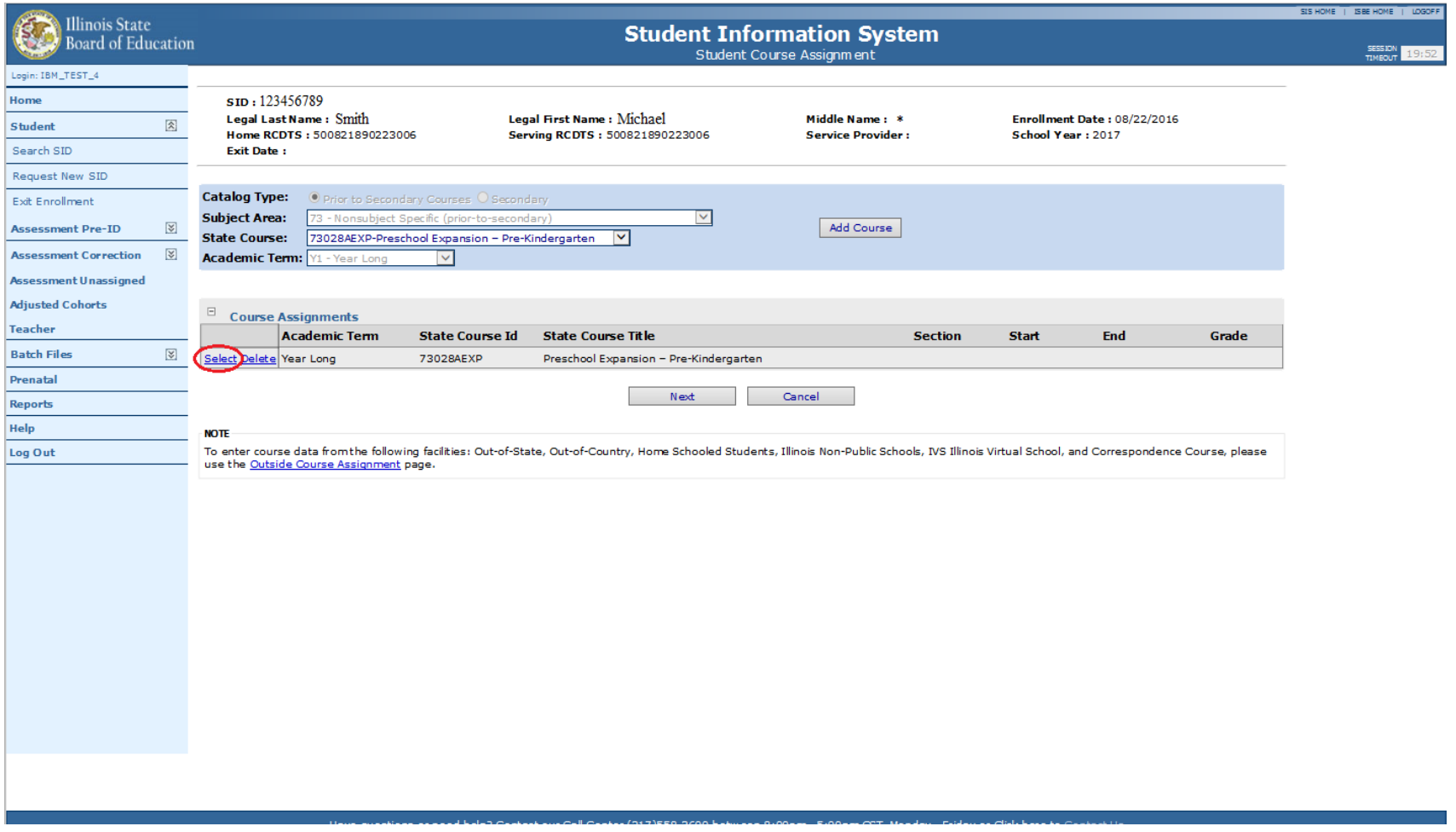
Preschool Student Course Assignment



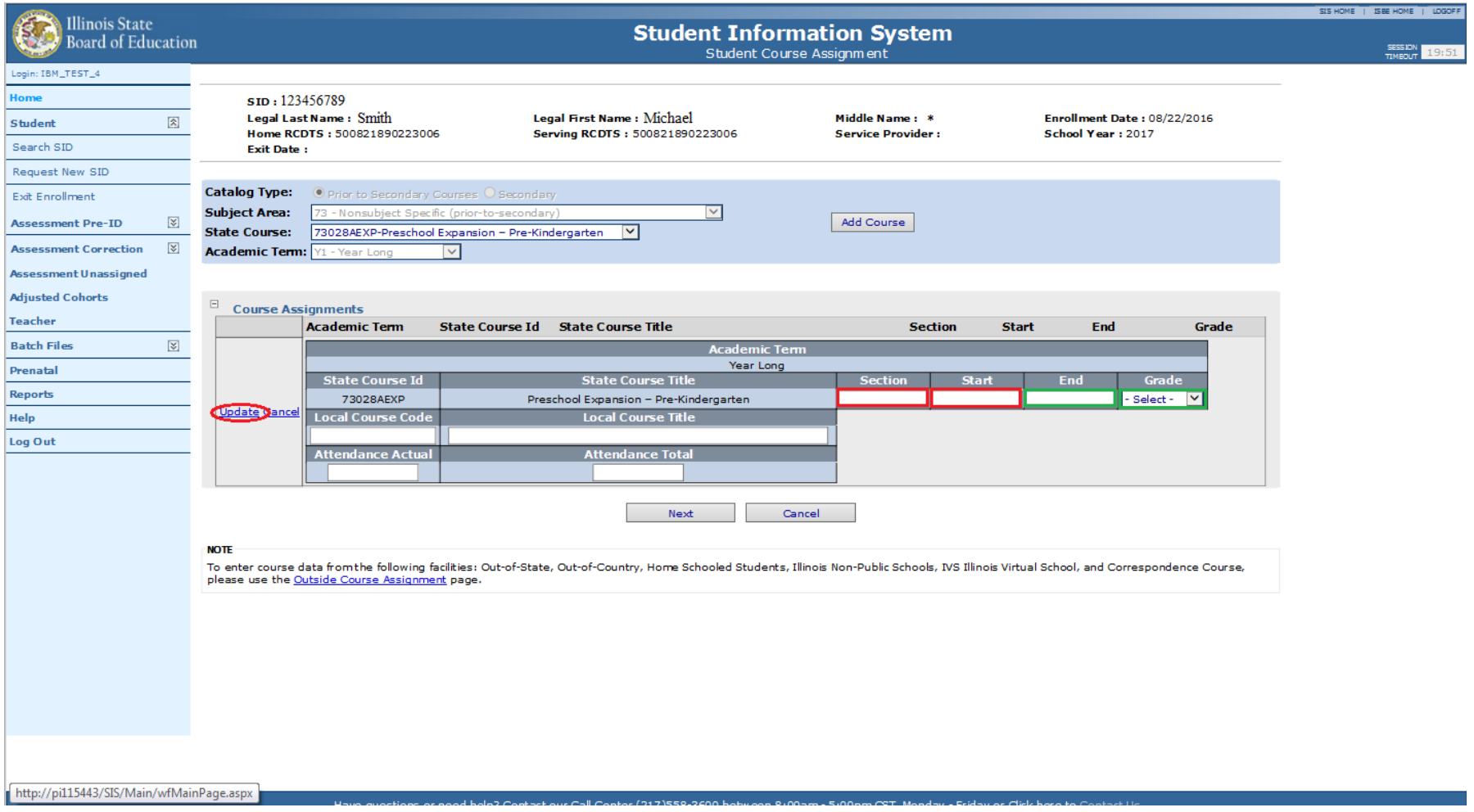
Preschool Student Course Assignment



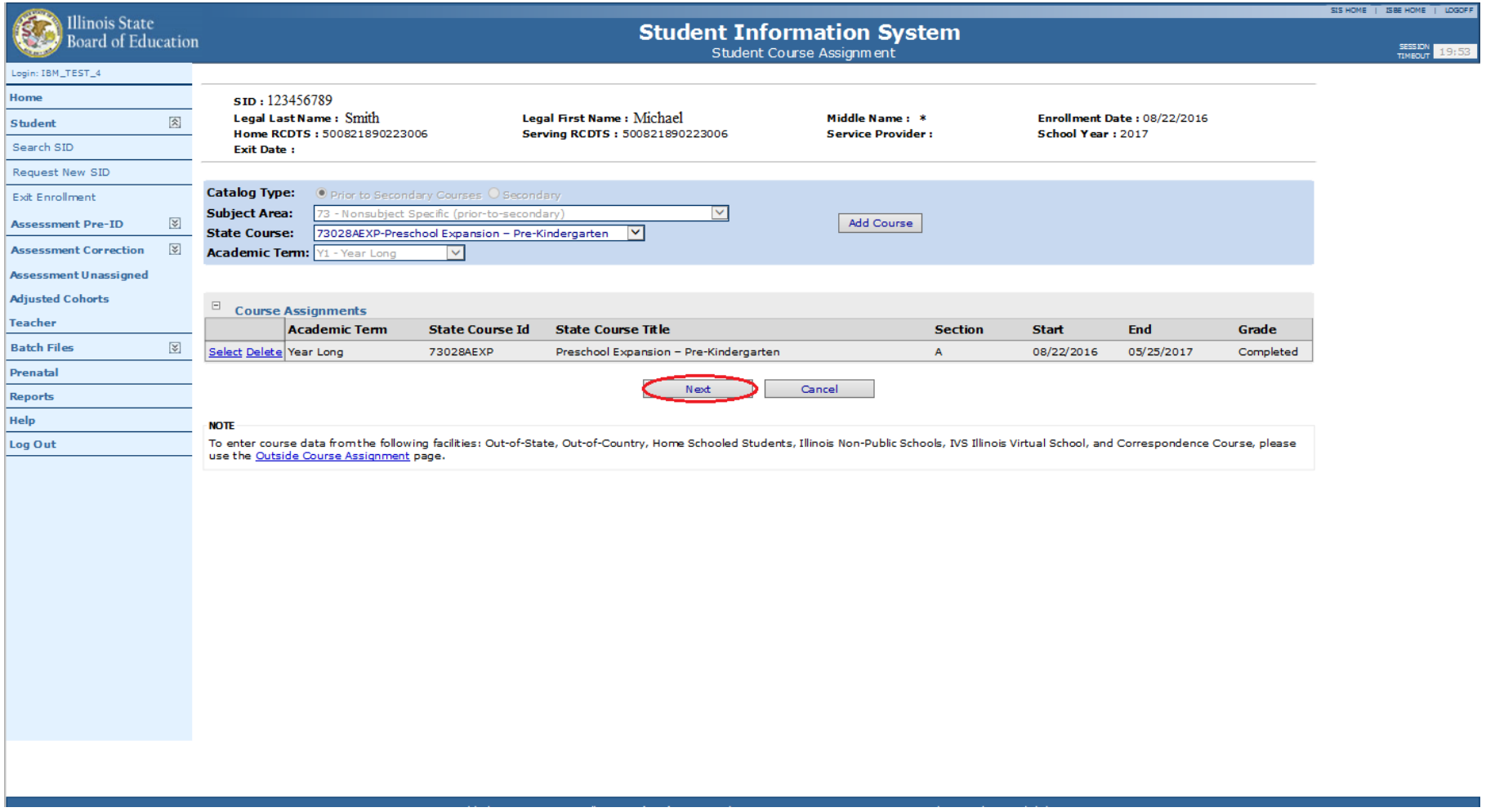
Preschool Student Course Assignment



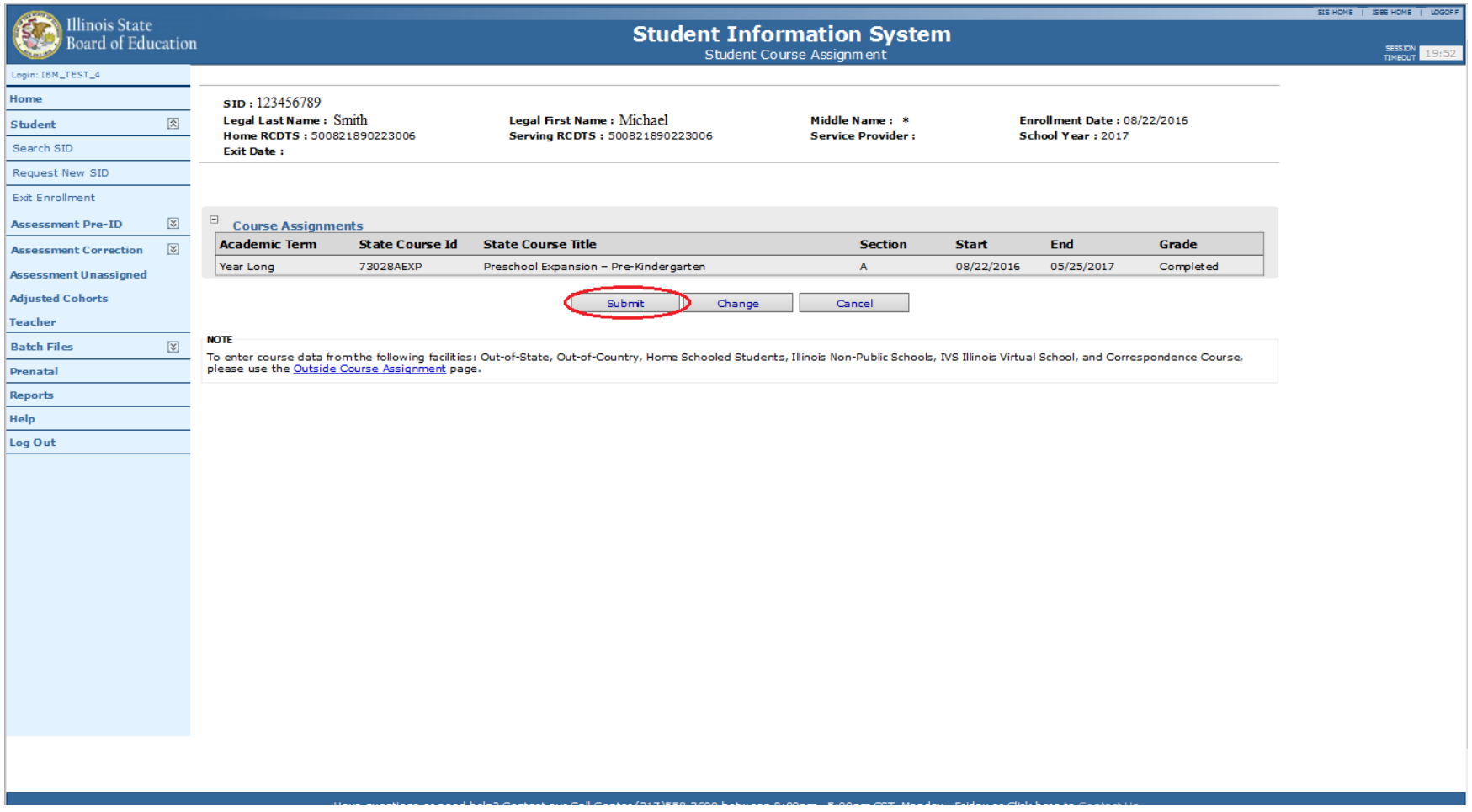
Preschool Student Course Assignment



Preschool Student Course Assignment



Preschool Student Course Assignment



Illinois State Board of Education

Verify Teacher/Student Course Assignments

SIS School Year at a Glance

- **January 17, 2020 by 4:00 p.m.**
  - Fall Student Course Assignments due without End Date/Final Grade
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  - Preschool Student Course Assignment
  - Verify Teacher and Student Course Assignments
  - Career and Technical Education (CTE) Courses
  - College Course Assignments
  - Outside Course Assignments

Verifying Student/Teacher Course Assignments

- **Linking 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**.

Verifying Student/Teacher Course Assignments

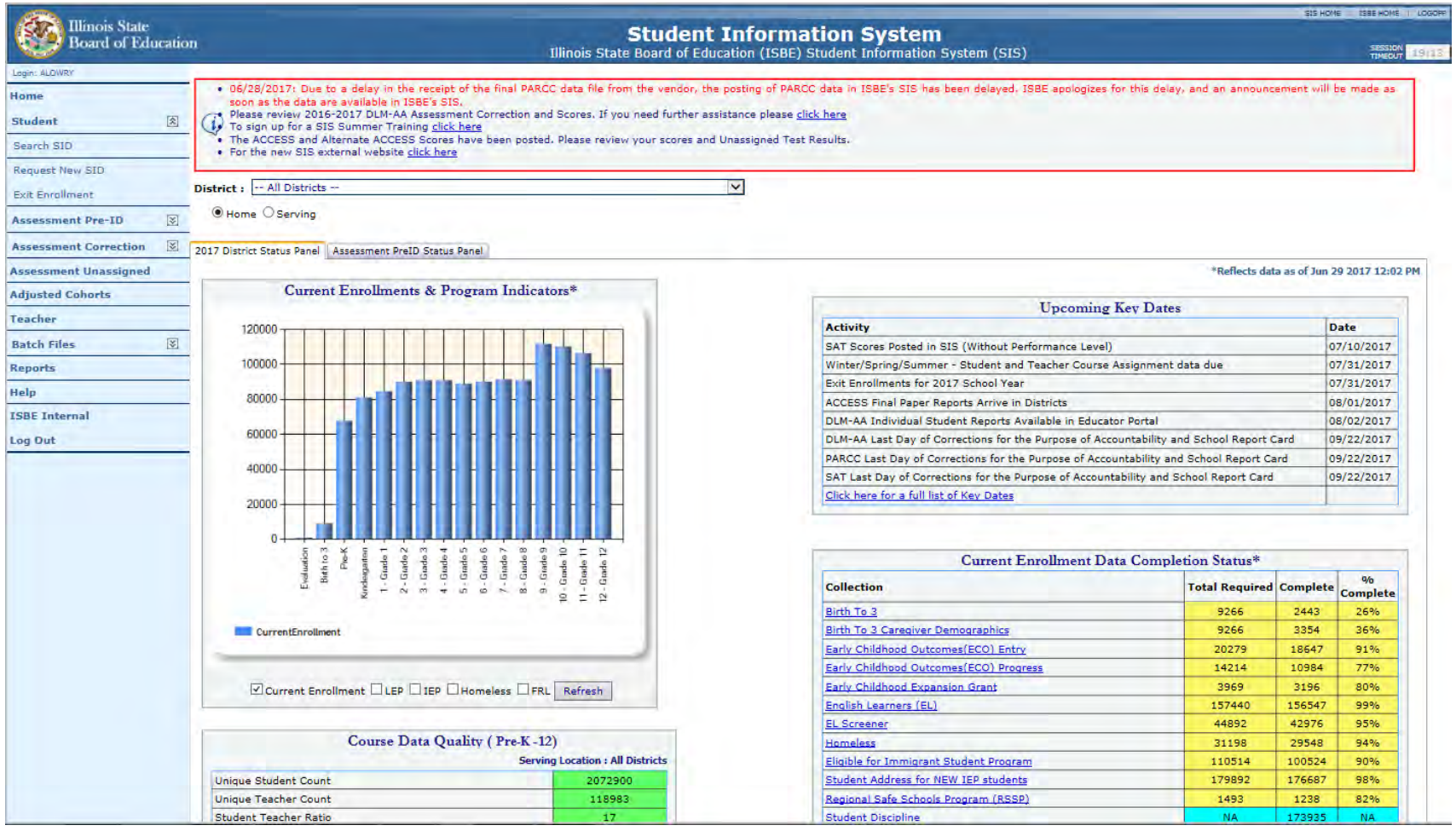
Student Information	Teacher Information
Student ID	IEIN
SAP ID	Local Teacher ID
Student Last Name	Teacher Last Name
Student First Name	Teacher First Name
Birth Date	Teacher Birth Date
Location / Course	**Location / Course**
Home RCDTS	Employer RCDTS
Serving School	Teaching Location RCDTS
School Year	School Year
State Course Code	State Course Code
Term (Semester)	Term (Semester)
Section Number	Section Number
Course Information	**Course Information**
Local Course ID	Local Course ID
Local Course Title	Local Course Title
Student Course Start Date	Teacher Course Start Date
Course Level	Role of Professional
Course Credit	Teacher Commitment
Articulated Credit	Actual Attendance
Dual Credit	Total Attendance
Course Setting	Teacher Course End Date
Actual Attendance	Reason for Exit
Total Attendance	
Single Parent including Single	
Pregnant Woman	
Displaced Homemaker	
Course Numeric Grade	
Maximum Numeric Grade	
Student Course End Date	
Course Final Letter Grade/ Completion Status	

These 5 elements link a Teacher Course Assignment to a Student Course Assignment.

- Student Serving RCDTS = Teaching Location RCDTS
- School Year
- State Course Code
- Term
- Section Number

Verifying Student/Teacher Course Assignments

- **Current SIS District Status Panel**



Verifying Student/Teacher Course Assignments

- **Current SIS District Status Panel**

Course Data Quality (Pre-K-12)

Serving Location : All Districts

Unique Student Count	2072900
Unique Teacher Count	118983
Student Teacher Ratio	17

Unique Course Count	1120708
Courses Missing Students	233072
Courses Missing Teachers	116637
Students Missing Courses	481506

Verifying Student/Teacher Course Assignments

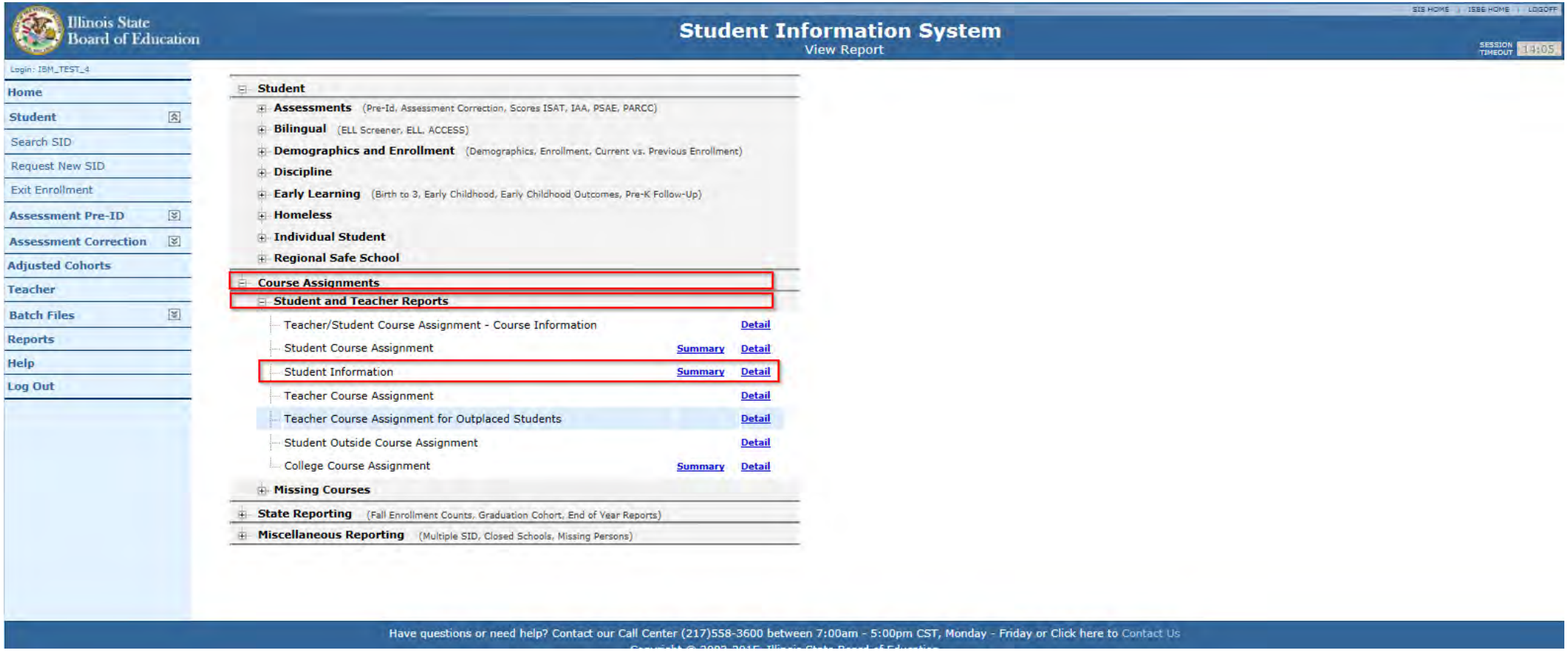
- **Verify that the Teacher and Student Course Assignments are submitted correctly.**
  - **Student Course Information – Student Information Report (Summary)**
    - Total count of classes per student: Review report to ensure students have the correct number of courses. All students Grades P K-12 should have courses.
      - Add courses if students are missing courses.
  - **Students with no Course Assignments (Detail)**
    - The report displays students with no courses.
  - **Courses with Students but no Teachers (Detail)**
    - The report displays Student Course Assignment records that do not have a corresponding Teacher Course Assignment record.
      - Teachers are missing: add the Teacher Course Assignment using the corresponding School Year, Teaching Location, State Course Code, Ter and Section Number.

Verifying Student/Teacher Course Assignments

- **Courses with Teachers but No Students (Detail)**
  - The report displays Teacher Course Assignment records that do not have a corresponding Student Course Assignment record.
    - Students are missing: Add Student Course Assignments using the corresponding School Year, Serving Location, State Course Code, Term, and Section Number.
- **Teacher/Student Course Assignment – Course Information (Detail)**
  - The report displays course assignments with teachers and students that are correctly matched.

Verifying Student/Teacher Course Assignments

- **Student Course Information – Student Information Report (Summary)**



Verifying Student/Teacher Course Assignments

- **Student Course Information – Student Information Report (Summary)**
  - Course count is zero: Add student course assignments for student(s).

2014 Student Course Assignment - Student Information Report (Summary)

4/18/2014 11:48:21AM

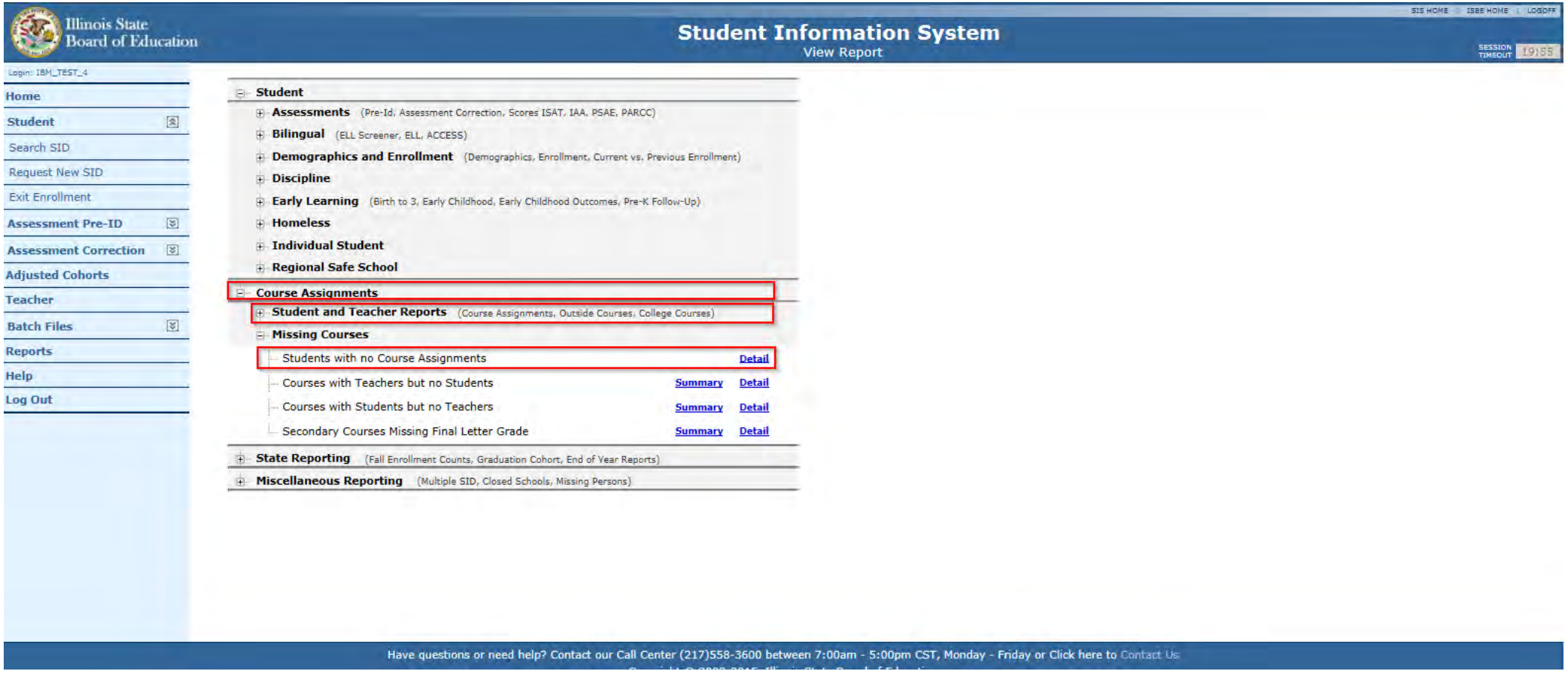
SIS Serving District: 99999999999 ISBE School

Selection Criteria: Sorted By: Student Course Count, Name

Student ID	Student Name	Birth Date	Grade	Home RCDTS	Serving RCDTS	Exit Date	Course Count
999999999	Smith, John	01/04/2007	01	999999999999999	999999999999999		0
999999999	Smith, John	06/27/2008	K	999999999999999	999999999999999		0
999999999	Smith, John	12/15/2002	05	999999999999999	999999999999999		0
999999999	Smith, John	07/24/1998	10	999999999999999	999999999999999		0
999999999	Smith, John	12/07/2007	K	999999999999999	999999999999999	01/08/2014	0
999999999	Smith, John	10/21/2005	02	999999999999999	999999999999999	01/31/2014	0
999999999	Smith, John	11/05/2006	01	999999999999999	999999999999999	01/31/2014	0
999999999	Smith, John	05/29/2002	06	999999999999999	999999999999999	02/02/2014	0
999999999	Smith, John	09/12/2005	02	999999999999999	999999999999999	02/04/2014	0
999999999	Smith, John	06/27/2002	05	999999999999999	999999999999999	02/04/2014	0
999999999	Smith, John	02/23/2005	03	999999999999999	999999999999999	09/09/2013	0
999999999	Smith, John	11/26/2002	05	999999999999999	999999999999999	10/18/2013	0
999999999	Smith, John	02/10/2005	03	999999999999999	999999999999999	11/25/2013	0
999999999	Smith, John	07/04/2007	01	999999999999999	999999999999999	12/18/2013	0
999999999	Smith, John	11/04/1996	11	999999999999999	999999999999999		2
999999999	Smith, John	12/01/1994	12	999999999999999	999999999999999		2
999999999	Smith, John	08/06/1996	12	999999999999999	999999999999999	12/20/2013	2
999999999	Smith, John	06/13/1996	12	999999999999999	999999999999999		3
999999999	Smith, John	04/30/2008	K	999999999999999	999999999999999		3

Verifying Student/Teacher Course Assignments

- **Students with No Course Assignments (Detail)**



Verifying Student/Teacher Course Assignments

- **Students with No Course Assignments (Detail)**

2014 Students with No Courses (Detail)

4/28/2014 9:22:42AM

SIS Serving District: 99999999999 ISBE SD

Selection Criteria: Sorted By: Student ID

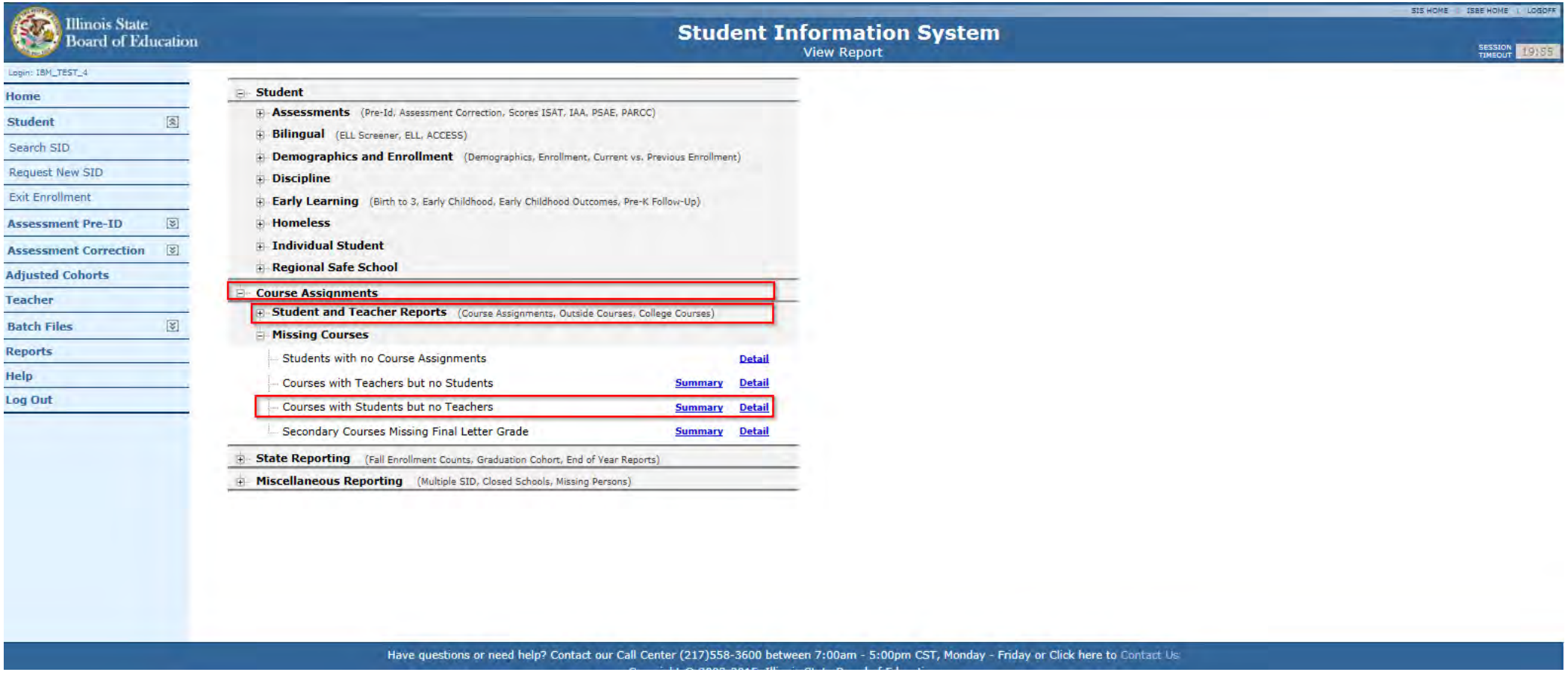
Student ID	Student Name	Birth Date	Grade	Home RCDTS	Serving RCDTS	Exit Date	Course Count
999999999	EXAMPLE, STUDENT	04/05/2001	07	999999999999999	999999999999999		0
999999999	EXAMPLE, STUDENT	09/19/2001	05	999999999999999	999999999999999	12/16/2013	0
999999999	EXAMPLE, STUDENT	12/04/2001	05	999999999999999	999999999999999	10/14/2013	0
999999999	EXAMPLE, STUDENT	07/03/2002	06	999999999999999	999999999999999	09/30/2013	0
999999999	EXAMPLE, STUDENT	01/17/2007	01	999999999999999	999999999999999		0
999999999	EXAMPLE, STUDENT	03/04/1998	10	999999999999999	999999999999999	01/23/2014	0
999999999	EXAMPLE, STUDENT	03/01/2005	03	999999999999999	999999999999999	11/18/2013	0
999999999	EXAMPLE, STUDENT	08/23/2002	05	999999999999999	999999999999999	09/27/2013	0
999999999	EXAMPLE, STUDENT	11/20/2003	04	999999999999999	999999999999999	09/13/2013	0
999999999	EXAMPLE, STUDENT	09/27/1994	11	999999999999999	999999999999999	10/30/2013	0

Total Unique Students: 10

Total Enrollments: 10

Verifying Student/Teacher Course Assignments

- **Courses with Students but no Teachers (Detail)**



Verifying Student/Teacher Course Assignments

- **Courses with Students but No Teacher: Add any missing Teacher Course Assignments using the corresponding School Year, Teaching Location, State Course Code, Term, and Section Number.**

2014 Courses with Students but no Teachers - (Detail)

4/18/2014 12:11:45PM

SIS Home District: 99999999999 ISBE School

Selection Criteria: Sorted By: Student Name

Term	State Course Code	Section	State Course Title	Home School
Term 1	01067A000	00079911	Assisted Reading	999999999999999

Student ID	Student Name	Birth Date	Serving	Grade	Course Level	Course Setting	Credit	Start Date	Dual	Articulated	End Date	Grade A/T	Attend A/T	Final
999999999	Smith, John	10/06/2001	999999999999999	06	Remedial	Traditional	0.00	08/14/2013	No	No	12/20/2013	76/100	87/87	B

Total Students In This Section: 1

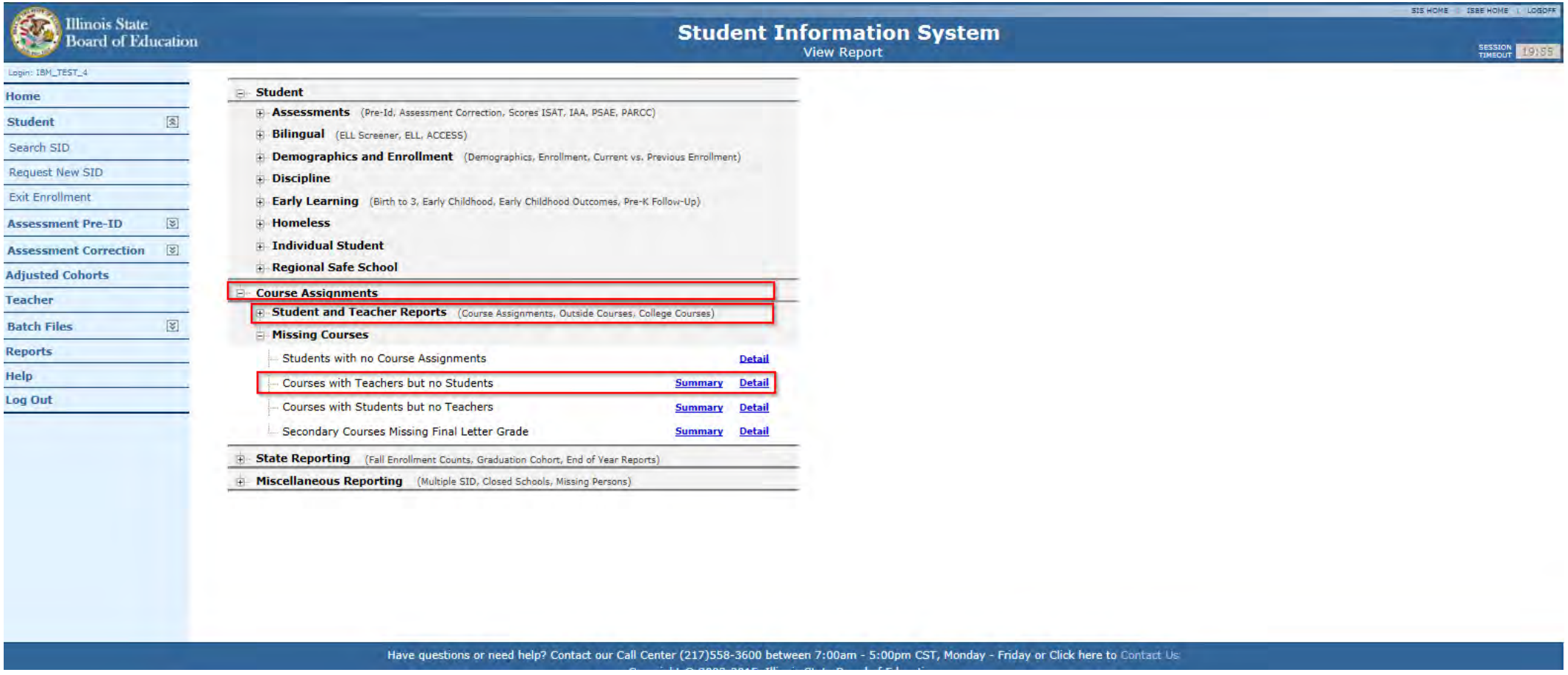
Term	State Course Code	Section	State Course Title	Home School
Term 1	02052A000	00079061	Algebra I	999999999999999

Student ID	Student Name	Birth Date	Serving	Grade	Course Level	Course Setting	Credit	Start Date	Dual	Articulated	End Date	Grade A/T	Attend A/T	Final
999999999	Smith, John	05/28/1999	999999999999999	09	General	Traditional	0.25	08/14/2013	No	No	12/20/2013	72/100	87/87	C+
999999999	Smith, John	05/28/1999	999999999999999	09	General	Traditional	0.25	08/14/2013	No	No	12/20/2013	72/100	87/87	C+

Total Students In This Section: 2

Verifying Student/Teacher Course Assignments

- **Courses with Teachers but No Students (Detail)**



Verifying Student/Teacher Course Assignments

- Courses with Teachers but No Student: Add any missing Student Course Assignments using the corresponding School Year, Serving Location, State Course Code, Term, and Section Number.

2014 Courses with Teachers but no Students - (Detail)

4/18/2014 12:31:17PM

ISBE School

Selection Criteria: Sorted By: Teacher Name

Teacher: Smith, John **IEIN:** 999999

Employer: 999999999999999 ISBE School District

Term	State Course Code	Section	State Course Title	Work Location
1	55130A000	0008151002	Music (kindergarten)	999999999999999 ISBE School
1	55130A000	0008151004	Music (kindergarten)	999999999999999 ISBE School

Teacher: Doe, Jane **IEIN:** 999999

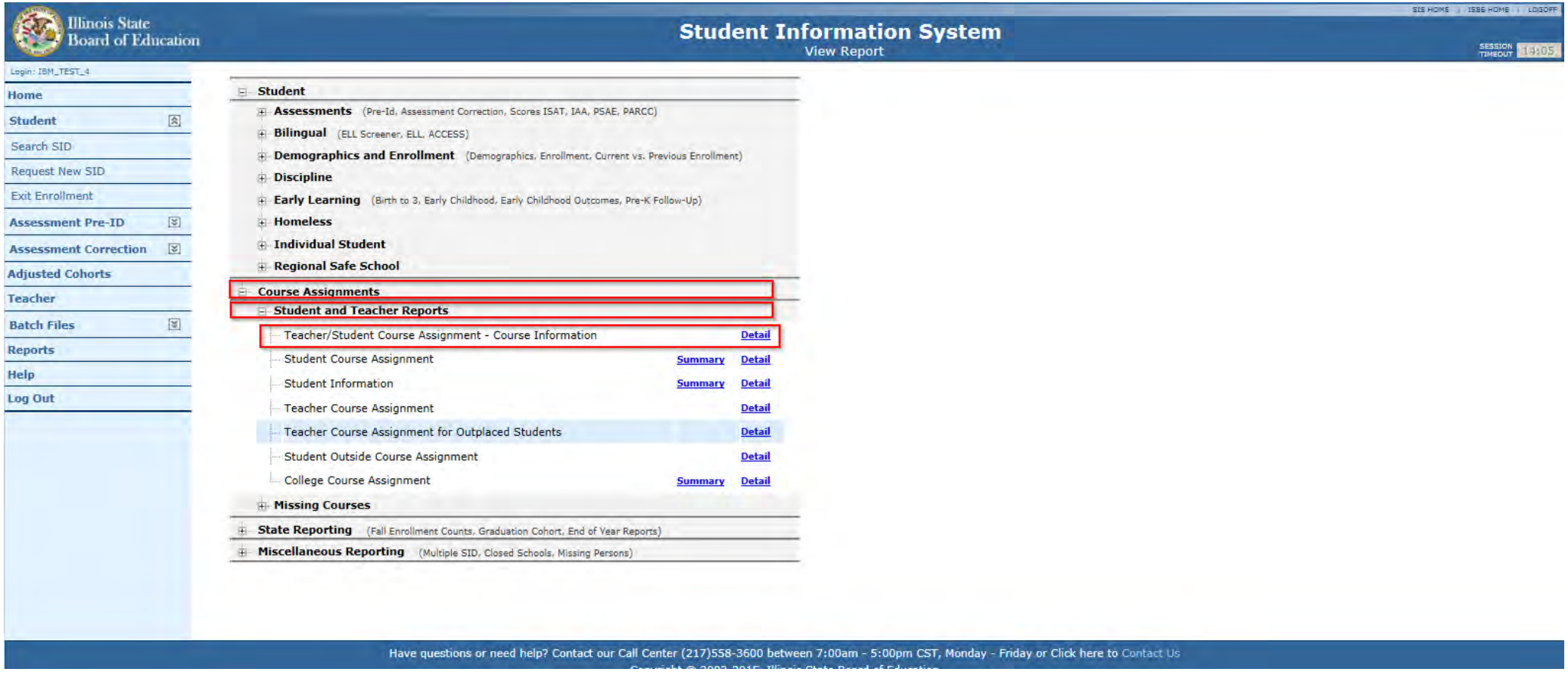
Employer: 999999999999999 ISBE School District

Term	State Course Code	Section	State Course Title	Work Location
1	58035A000	000815701	Physical Education (grade 5)	999999999999999 ISBE School

Total Course Count: 3

Verifying Student/Teacher Course Assignments

- **Teacher / Student Course Assignment – Course Information (Detail)**



Verifying Student/Teacher Course Assignments

- **The sample report displays teacher and student courses correctly aligned.**

2014 Teacher/Student Course Assignment - Course Information (Detail)

4/18/2014 1:20:16PM

SIS Serving District: 99999999999 ISBE School District

Selection Criteria:

Teacher: Doe, Jane **IEIN: 999999**

Term	State Course Code	Section	State Course Title	Serving School
Term 1	05154A000	00077381	Creative Art—Comprehensive	999999999999999

Student ID	Student Name	Birth Date	Private School	Home	Grade	Course Level	Course Setting	Credit	Start Date	Dual	Articulated	End Date	Grade A/T	Attend A/T	Final
999999999	Smith, John	08/02/1996	No	999999999999999	12	Honors	Traditional	0.25	08/14/2013	No	No	12/20/2013	74/100	87/87	B-
999999999	Smith, John	01/17/1996	No	999999999999999	12	Honors	Traditional	0.25	08/14/2013	No	No	12/20/2013	63/100	87/87	D
999999999	Smith, John	10/27/1995	No	999999999999999	12	Honors	Traditional	0.25	08/14/2013	No	No	12/20/2013	72/100	87/87	C+
999999999	Smith, John	04/24/1996	No	999999999999999	12	Honors	Traditional	0.25	08/14/2013	No	No	12/20/2013	82/100	87/87	A
999999999	Smith, John	10/29/1995	No	999999999999999	12	Honors	Traditional	0.25	08/14/2013	No	No	12/20/2013	76/100	87/87	B
999999999	Smith, John	04/18/1996	No	999999999999999	12	Honors	Traditional	0.25	08/14/2013	No	No	12/20/2013	79/100	87/87	B+

Total Students In This Section: 6

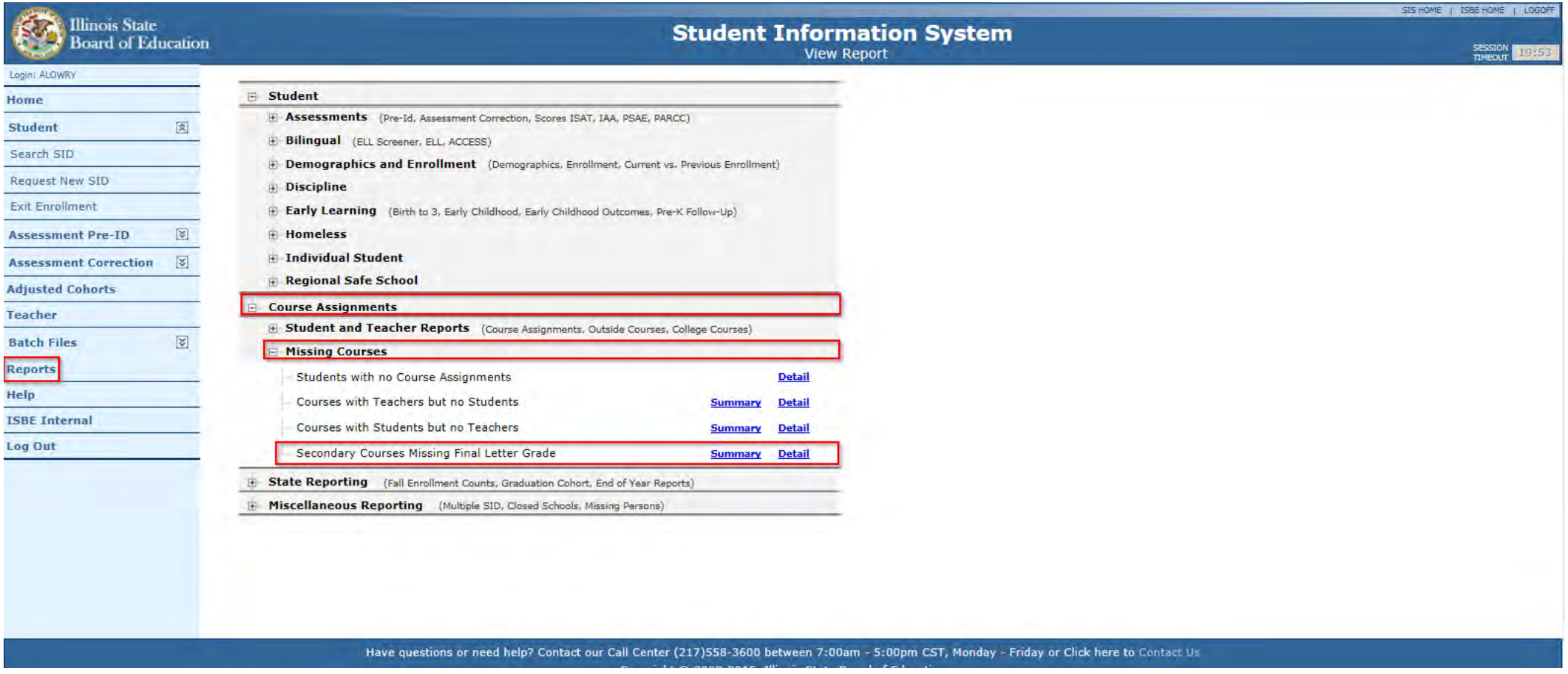
Term	State Course Code	Section	State Course Title	Serving School
Term 1	05154A000	00077382	Creative Art—Comprehensive	999999999999999

Student ID	Student Name	Birth Date	Private School	Home	Grade	Course Level	Course Setting	Credit	Start Date	Dual	Articulated	End Date	Grade A/T	Attend A/T	Final
999999999	Smith, John	11/30/1995	No	999999999999999	12	Honors	Traditional	0.25	08/14/2013	No	No	12/20/2013	77/100	87/87	B

Total Students In This Section: 1

Verifying Student/Teacher Course Assignments

- **SIS Reports - Secondary Courses Missing Final Letter Grade**



Verifying Student/Teacher Course Assignments

- **Secondary Courses Missing Final Letter Grade Report**

2015 Secondary Courses Missing Final Letter Grade (Detail)

6/23/2015 1:06:16PM

SIS Home District: 12345678912 ISBE Test District

Selection Criteria:

Student ID	Student Name	Birth Date	Grade	Private School
123456789	Smith, Michael	01/01/2000	9	No

Serving School: 123456789012345

State Course Code-Title	Local Course Code-Title	Term	Section	Course Level	Course Setting	Credit	Start Date	Dual	Articulated	End Date	Final
02052A000 Algebra I	105R Algebra 134	Semester 2	105R001	General	Traditional	0.50	02/17/2015	No	No		

Student ID	Student Name	Birth Date	Grade	Private School
123456789	Jones, Anna	01/01/2000	9	No

Serving School: 123456789012345

State Course Code-Title	Local Course Code-Title	Term	Section	Course Level	Course Setting	Credit	Start Date	Dual	Articulated	End Date	Final
01051A000 English/Literature (freshmen and sophomores)	4 Lit Comp 134	Semester 2	4002	General	Traditional	0.50	02/03/2015	No	No		

Verifying Student/Teacher Course Assignments

- **Deadlines for 2018 School Year Student and Teacher Course Assignments:**

  - **Fall Data - Teacher Course Assignment Grades Pre-K-12 is due January 17, 2020**
    - Fall Data consists of Terms Q1, Q2, Y1, S1 and T1 (Possibly T2)

  - **Fall Data - Student Course Assignment Grades Pre-K-12 is due January 17, 2020**
    - Fall Data consists of Terms Q1, Q2, Y1, S1 and T1 (Possibly T2)

  - **Remaining Student and Teacher Assignment Data is due July 31, 2020**
    - Remaining data consists of terms Q3, Q4, Y2, S2, S3, T2 and T3

Illinois State Board of Education

Career and Technical Education (CTE) Course Assignments

SIS School Year at a Glance

- **January 17, 2020 by 4:00 p.m.**
  - Fall Student Course Assignments due without End Date/Final Grade
  - Fall Teacher Course Assignment Entry Records due
  - Preschool Student Course Assignment
  - Verify Teacher and Student Course Assignments
  - Career and Technical Education (CTE) Courses
  - College Course Assignments
  - Outside Course Assignments

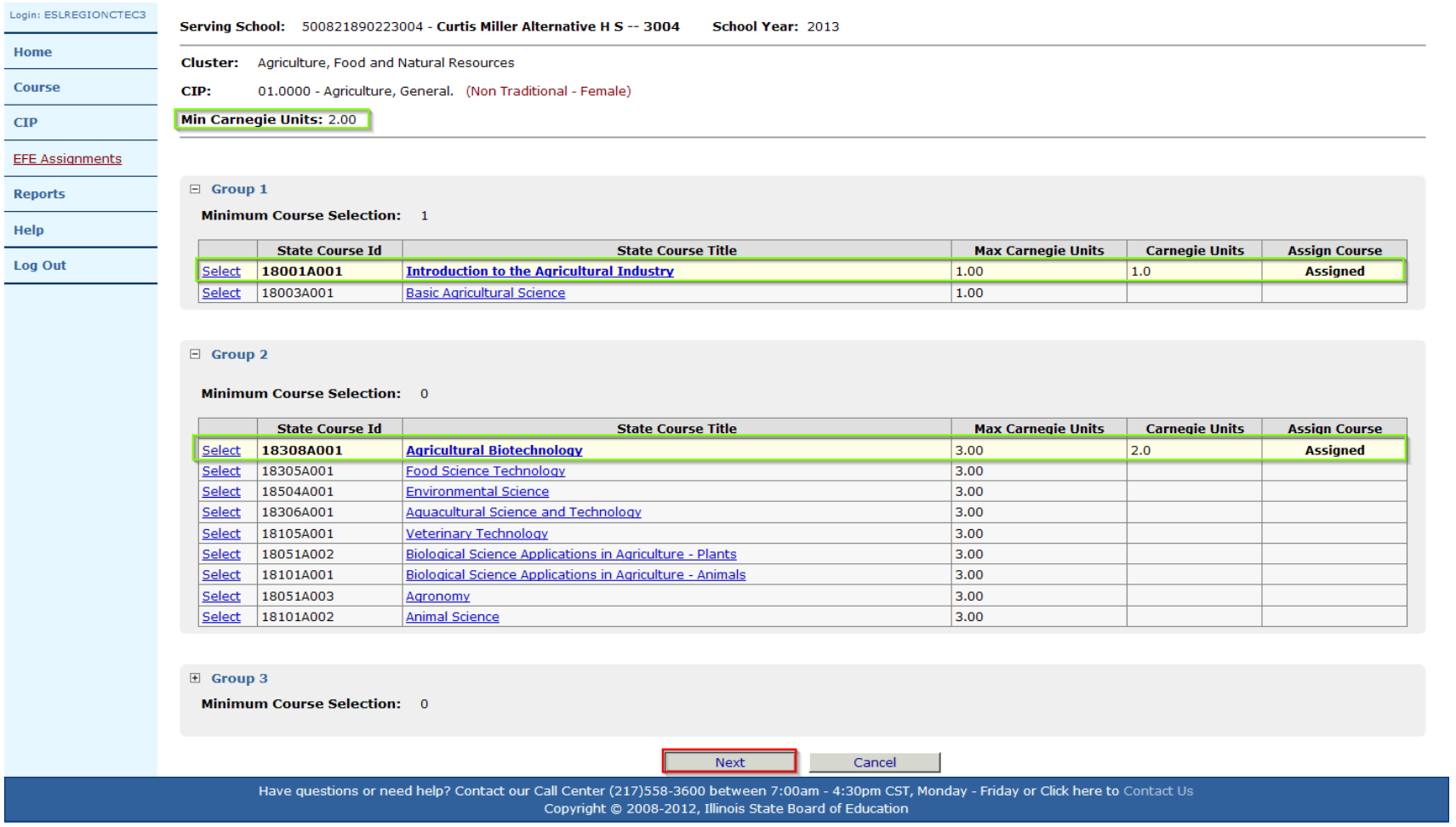
Career and Technical Education (CTE) Course Assignments

- **Before every school year, local school administration meets with the Education for Employment (EFE) director.**
- **The EFE director will assign a list of courses that can be taught at each location**
- **In order to receive CTE funding, schools must enter student Course Assignments according to the CTE State Course Code supplied by the EFE.**
  - **CTE Courses are identified in the Secondary State Course Catalog with a CTE Label. All approved CTE State Courses end in something other than "0"**
    - **Example:** 03001A001

Career and Technical Education (CTE) Course Assignments

- **How is funding calculated?**
  - **Allocations are loaded in the e-GMS CTEI Application.**
    - All entities will begin with 90% of the Program Improvement and Credit Generation Allotment of the previous year's allocation.
    - 10% of the funds will be based on the entities' student course assignments from the previous year:
      - 50% on the number of approved CTE Courses students took; and
      - 50% on the number of credits in approved CTE Courses students received
    - No entity with student course assignments in approved CTE Courses will receive less than 90% and no more than 110% of last year's allocation.

Career and Technical Education (CTE) Course Assignments



Illinois State Board of Education

College Course Assignment

SIS School Year at a Glance

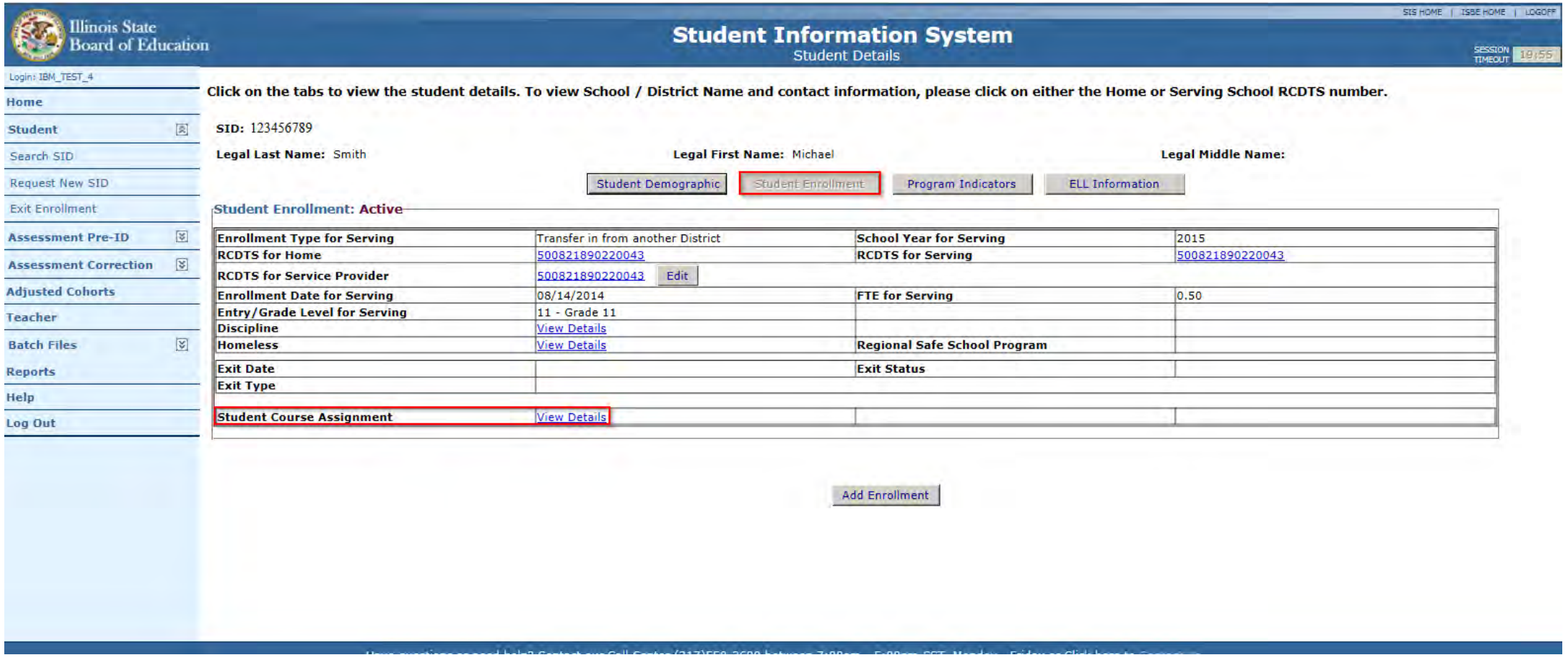
- **January 17, 2020 by 4:00 p.m.**
  - Fall Student Course Assignments due without End Date/Final Grade
  - Fall Teacher Course Assignment Entry Records due
  - Preschool Student Course Assignment
  - Verify Teacher and Student Course Assignments
  - Career and Technical Education (CTE) Courses
  - College Course Assignments
  - Outside Course Assignments

College Course Assignment

- **College Course Assignment**
  - Students taking Dual Credit Courses need to be reported Using the College Course assignment. The College Course Assignment collection requires and additional IPEDS Code be reported that identifies the College the Dual Credit agreement is with.
    - IPEDS numbers are listed in the SIS Data Elements. If the Community College is not found on the list please contact the help desk.
      - Link to SIS Data Elements https://www.isbe.net/Pages/Student-Information-System.aspx
  - SIS integrated the College Course Assignment data collection (via Student Course Assignment processing) during the 2014 school year.

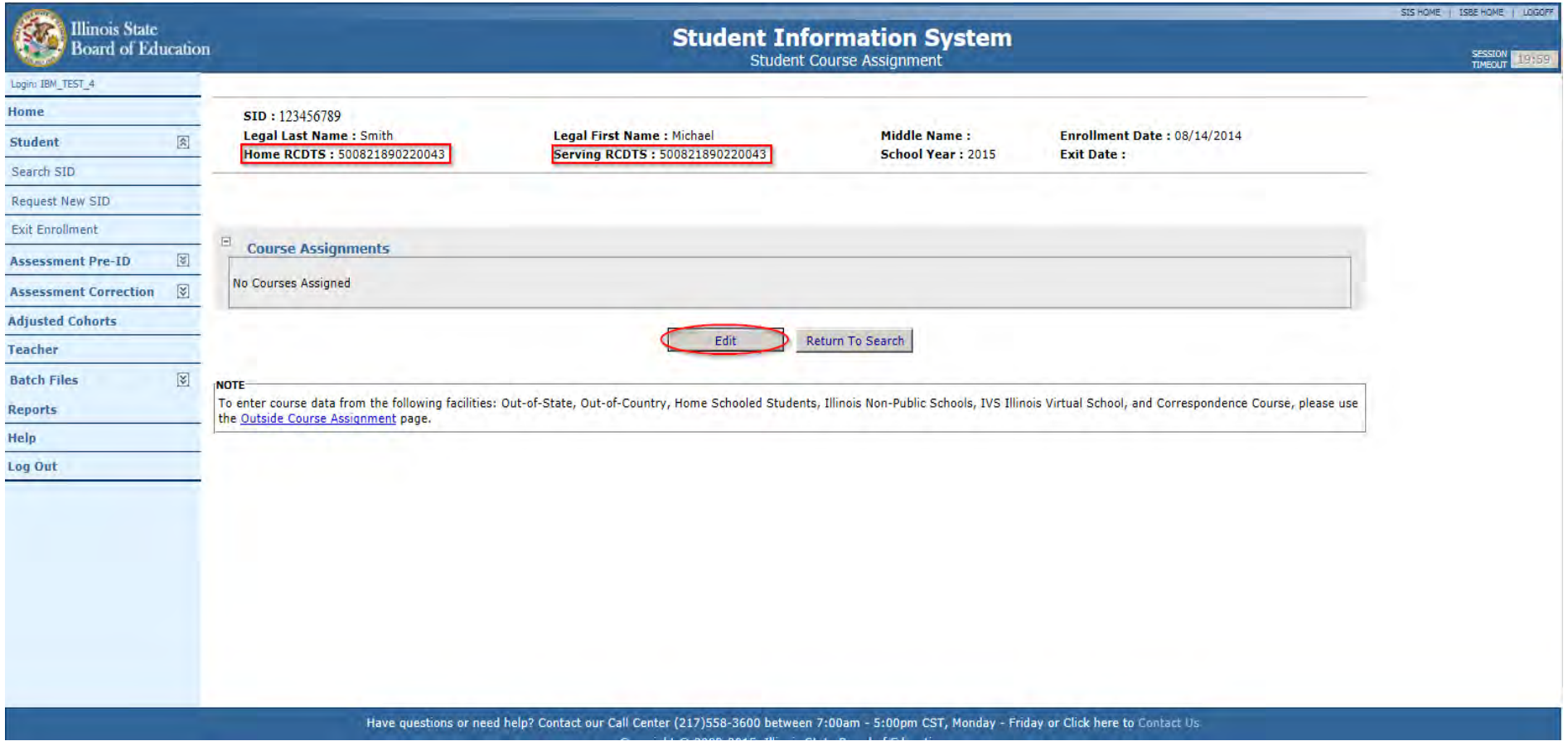
College Course Assignment

- **Student Enrollment - Link**



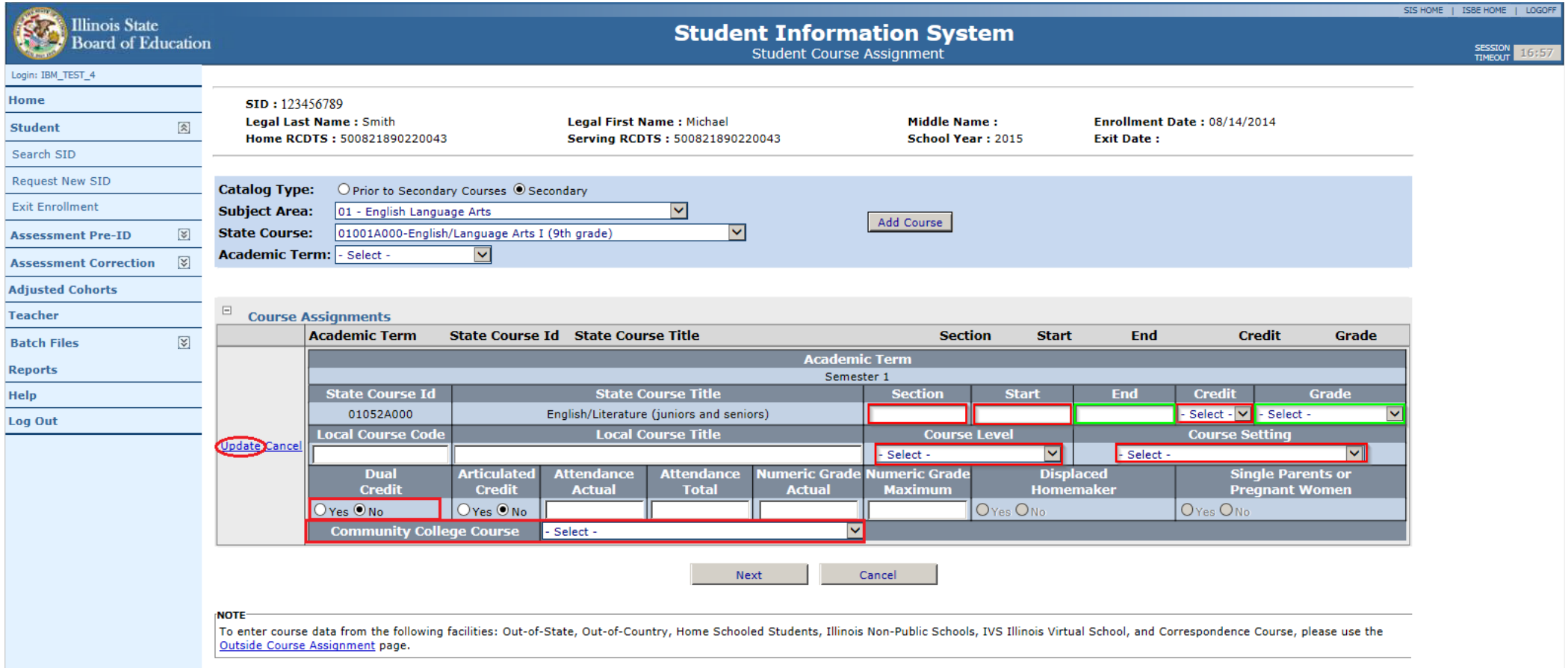
College Course Assignment

- **View**



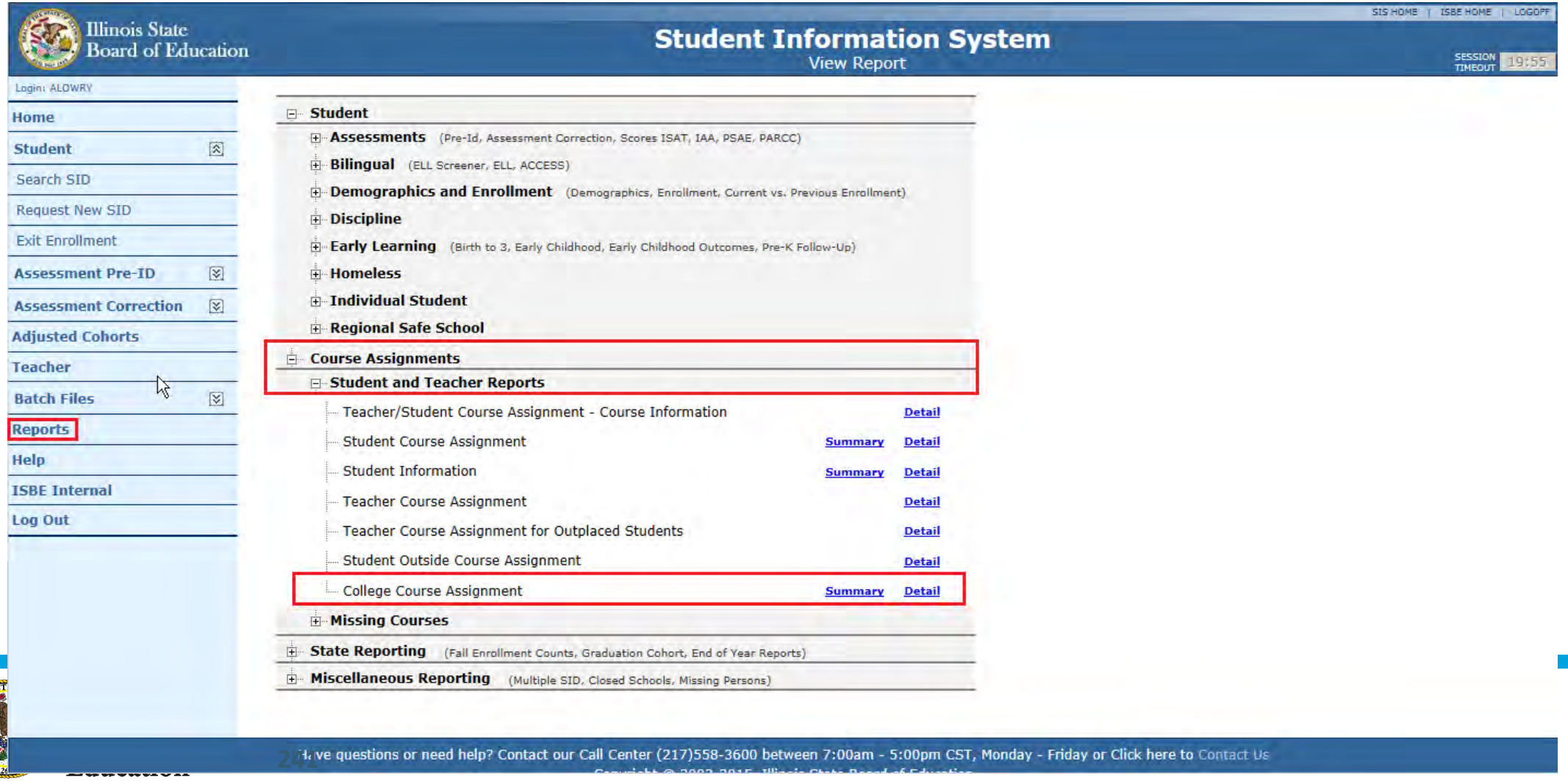
College Course Assignment

- **Edit Course**



College Course Assignment

- **What SIS report displays the College Course Assignment Data?**
  - **College Course Assignment Reports**



College Course Assignment

- **College Course Assignment Report**

6/10/2015 11:04:47AM

2015 College Course Assignment - Course Information (Detail)

SIS Home District: 1234567890 ISBE Test District

Selection Criteria:

IPEDS #: 146296 - Joliet Junior College

Term	State Course Code	Section	State Course Title
Semester 1	01999A000	10111	English Language and Literature—Other

Student ID	Student Name	Birth Date	Private School	Serving	Grade	Course Level	Course Setting	Credit	Start Date	Articulated	End Date	Grade A/T	Attend A/T	Final
123456789	Smith, Michael	01/01/2009	No	012345678912345	12	Honors	Traditional	0.50	08/14/2014	No	12/19/2014	8/100	/	C
123456789	Smith, Michael	01/01/2009	No	012345678912345	12	Honors	Traditional	0.50	08/14/2014	No	12/19/2014	5/100	/	B
123456789	Smith, Michael	01/01/2009	No	012345678912345	12	Honors	Traditional	0.50	08/14/2014	No	12/19/2014	8/100	/	C
123456789	Smith, Michael	01/01/2009	No	012345678912345	12	Honors	Traditional	0.50	08/14/2014	No	12/19/2014	5/100	/	B
123456789	Smith, Michael	01/01/2009	No	012345678912345	12	Honors	Traditional	0.50	08/22/2014	No	12/19/2014	2/100	/	A

Illinois State Board of Education

Outside Course Assignment

SIS School Year at a Glance

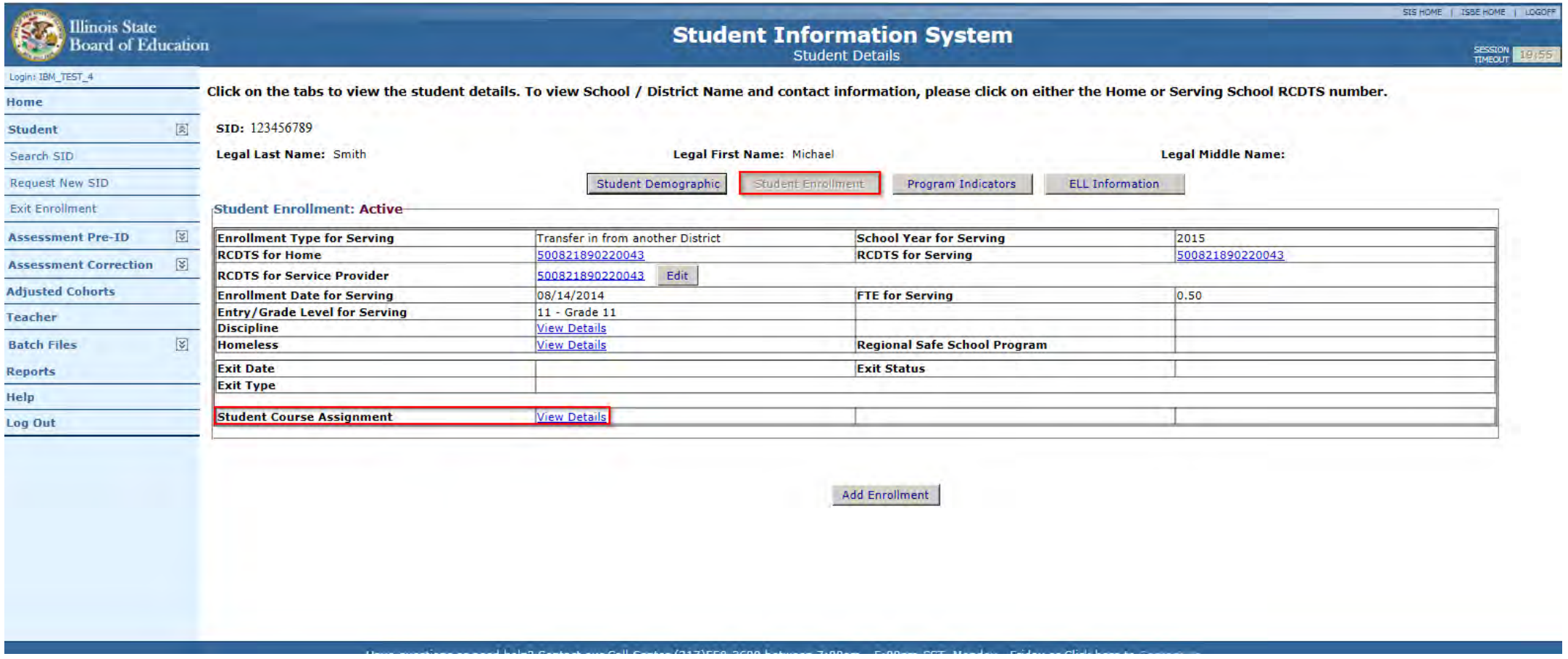
- **January 17, 2020 by 4:00 p.m.**
  - Fall Student Course Assignments due without End Date/Final Grade
  - Fall Teacher Course Assignment Entry Records due
  - Preschool Student Course Assignment
  - Verify Teacher and Student Course Assignments
  - Career and Technical Education (CTE) Courses
  - College Course Assignments
  - Outside Course Assignments

Outside Course Assignment

- **Courses entered on the local transcript must be submitted**
  - Outside Course Assignments are for Grades 9-12 only (Optional)
  - No Outside Course Assignments can be entered prior to school year 2011 (Earliest Student Course Start Date is 07/01/2010)
- **Student moves into the school district from one of the following:**
  - out-of-state public district
  - non-public school district
  - out-of-country (Student NOT born in any of the 50 states, the District of Columbia, Puerto Rico, or the U.S. Virgin Islands)
  - home schooled student
  - other (courses from other sources, IVS Illinois Virtual School, correspondence course, etc.)
- **Student must be actively enrolled in the home district to add Outside Course Assignments**

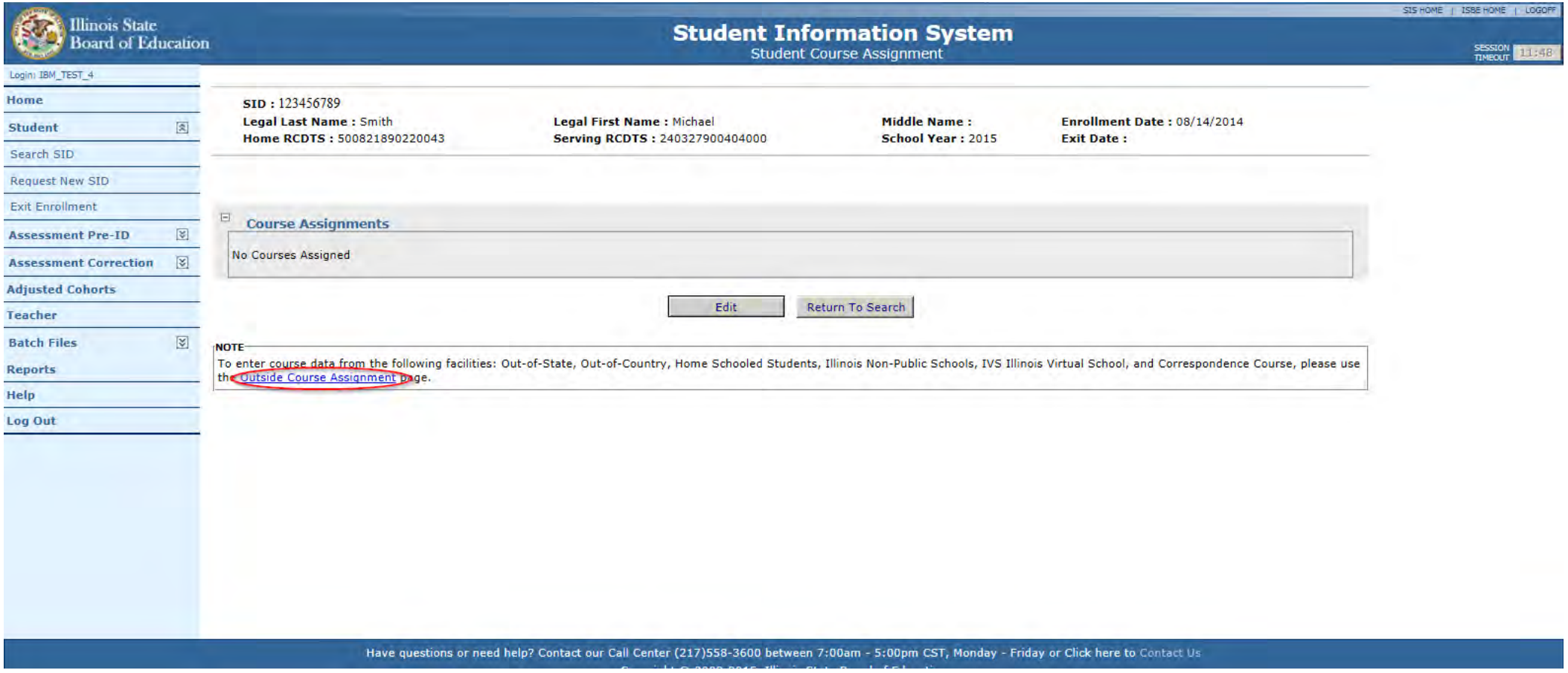
Outside Course Assignment - Student Enrollment

- **Student Enrollment - Link**



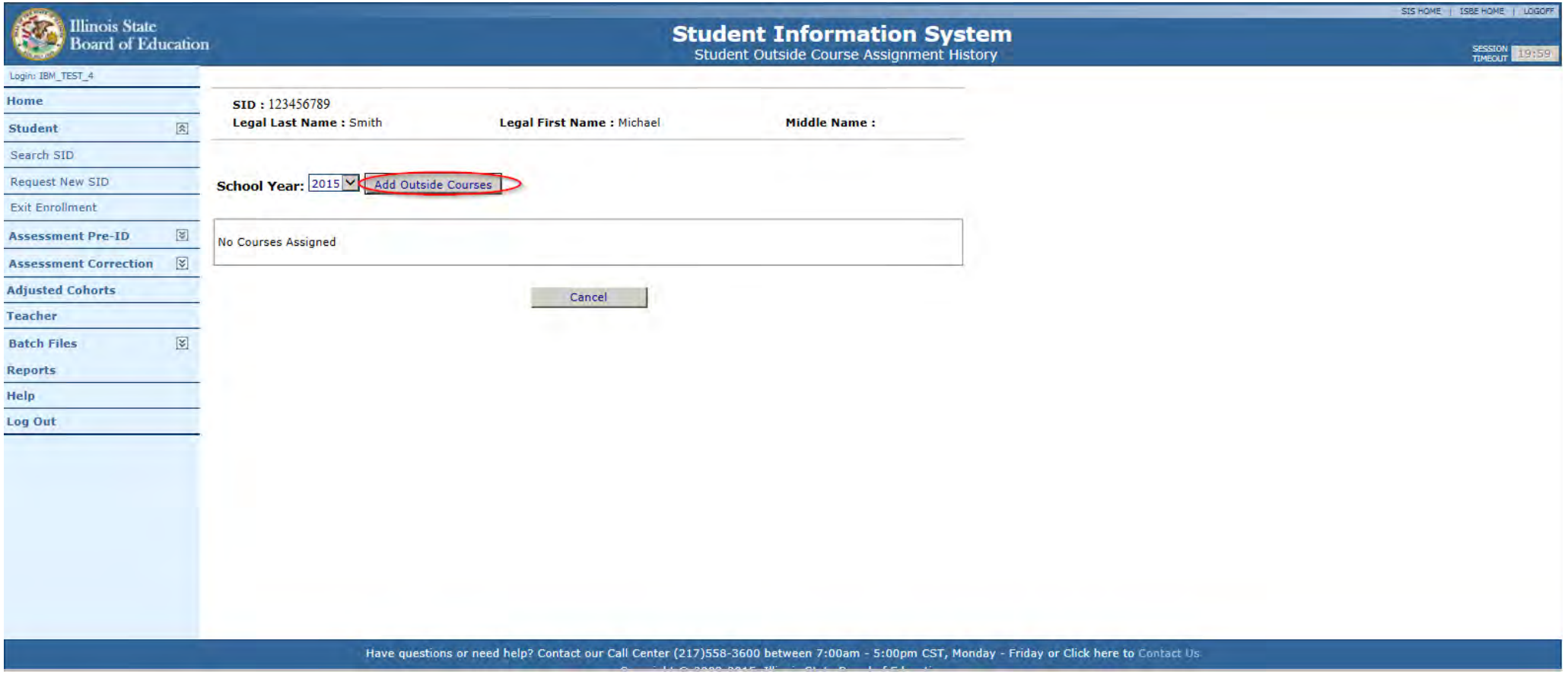
Outside Course Assignment

- **View Courses**



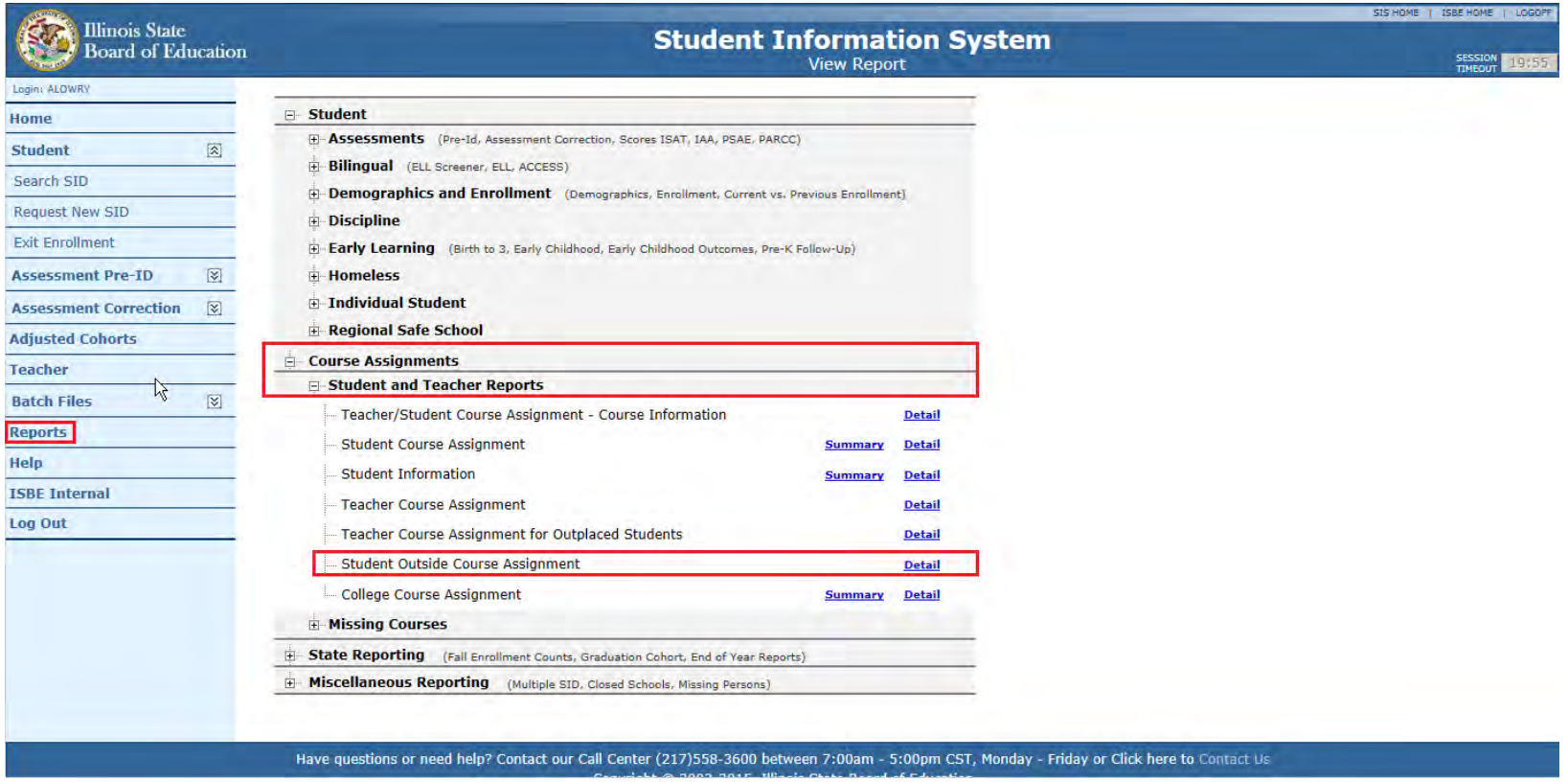
Outside Course Assignment

- **Add Courses**



Outside Course Assignment

- **What SIS reports display the Outside Course Assignment Data?**
  - **Outside Course Assignment Reports**



Outside Course Assignment

- **Outside Course Assignment Report**

6/10/2015 11:20:41AM

2015 Student Outside Course Assignment - Student Information Report (Detail)

SIS Home District: 1234567890 ISBE Test District

Selection Criteria:

Student ID	Student Name	Birth Date	School Submitting Information
123456789	Smith, Michael	01/01/2009	123456789012345

State Course Code-Title	Local Course Code-Title	Term	Section	Course Level	Course Setting	Grade Level
01001A000 English/Language Arts I (9th grade)	NA ENGLISH 1A	Term 1	NA	General	Traditional	09

Facility Type	Facility Name	School Year	Dual	Articulated	Start Date	End Date	Credit	Final
Illinois Non-Public School		2012	No	No	08/18/2011	12/22/2011	0.50	A

State Course Code-Title	Local Course Code-Title	Term	Section	Course Level	Course Setting	Grade Level
02052A000 Algebra I	NA ALGEBRA 1	Term 1	NA	General	Traditional	09

Facility Type	Facility Name	School Year	Dual	Articulated	Start Date	End Date	Credit	Final
Illinois Non-Public School		2012	No	No	08/18/2011	12/22/2011	0.50	A

Illinois State Board of Education

IAR Pre-ID file sent to Vendor

SIS School Year at a Glance

- **Late January, 2020**
  - **IAR file sent to Vendor for printing labels and determining test booklet and manual quantities**
- **January 31, 2020**
  - **PSAT 8/9 and 10 file sent to Vendor for printing labels and determining test booklet and manual quantities**
  - **SAT file sent to Vendor for printing labels and determining test booklet and manual quantities**
- **February 12, 2020**
  - **DLM-AA Data Lockdown in KITE**
- **February 14, 2020 by 4:00 p.m.**
  - **Last SIS Upload sent to DLM-AA Vendor**

IAR Pre-ID

- All student demographic uploads will go through the Student Information System (SIS). SIS will upload data to Pearson every Friday until late February.

- For IAR, SIS will upload all student data into PearsonAccess next
- After the February deadline, all data must be updated directly in PearsonAccess next
  - Continue to Exit and enroll students in SIS

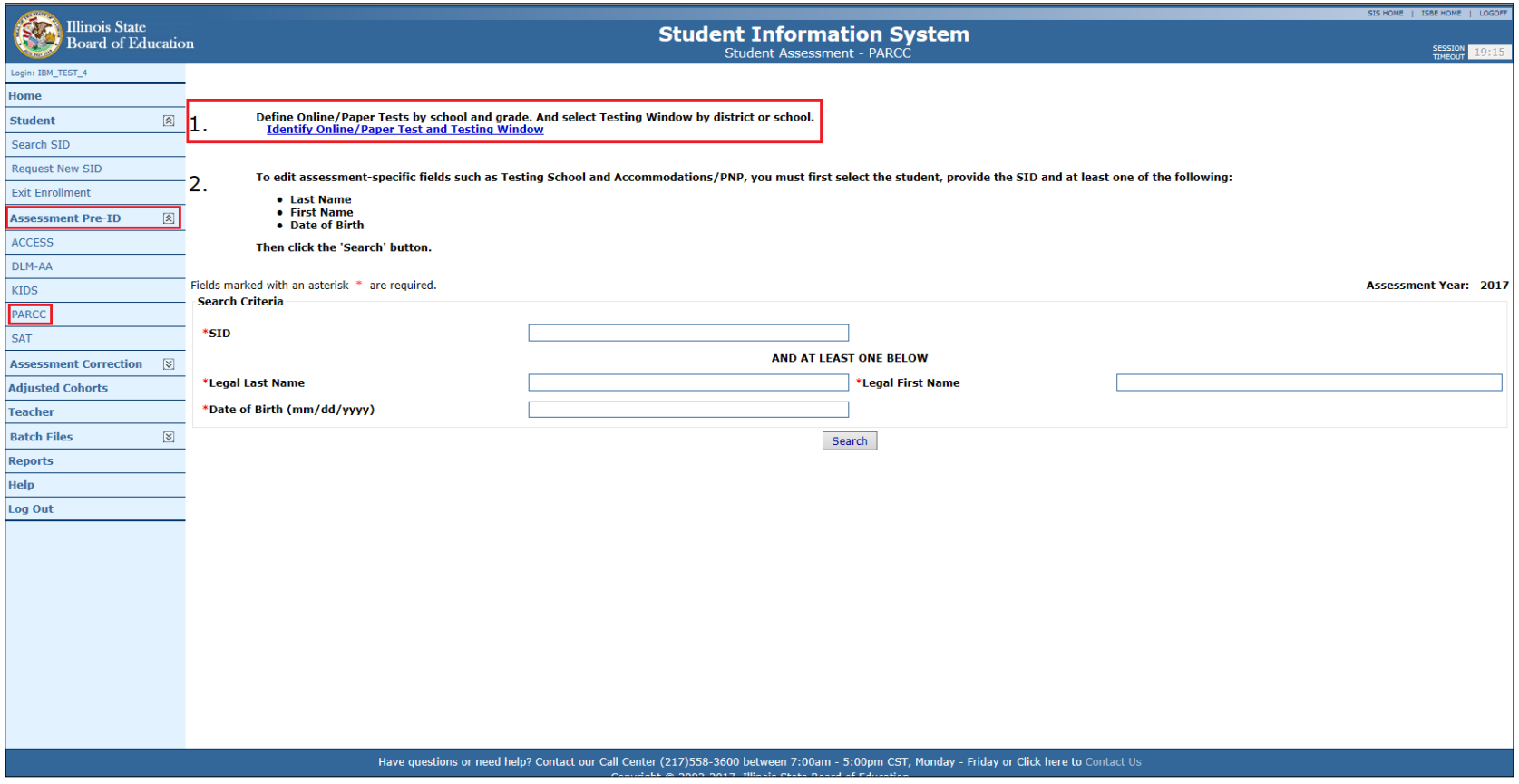
- **Testing Protocol for Grades 3-8**:
  - All students in grades 3-8 will be scheduled to take IAR assessments in both ELA/L and Math

IAR Pre-ID

- **IAR Testing Window** ***(School year 2020 dates have not yet been released)***
  - **The IAR Correction data will be based on the testing school's Testing Window.**
    - For grades 3-8, any student enrolled at any point in time during the Testing school's Testing Window will be included.
  - **As the Testing Window grows closer, edit IAR Pre-ID Step 1 with the corrected dates so all applicable students are included.**
    - Example: If your testing window ends earlier than anticipated, change the end date to reflect this.
    - ISBE will enter a default testing window of **March 2020 – April 2020** for schools who do not enter a Testing Window by last day of testing
      - As needed Testing Schools may Update the Testing Window after last day of testing

IAR Pre-ID

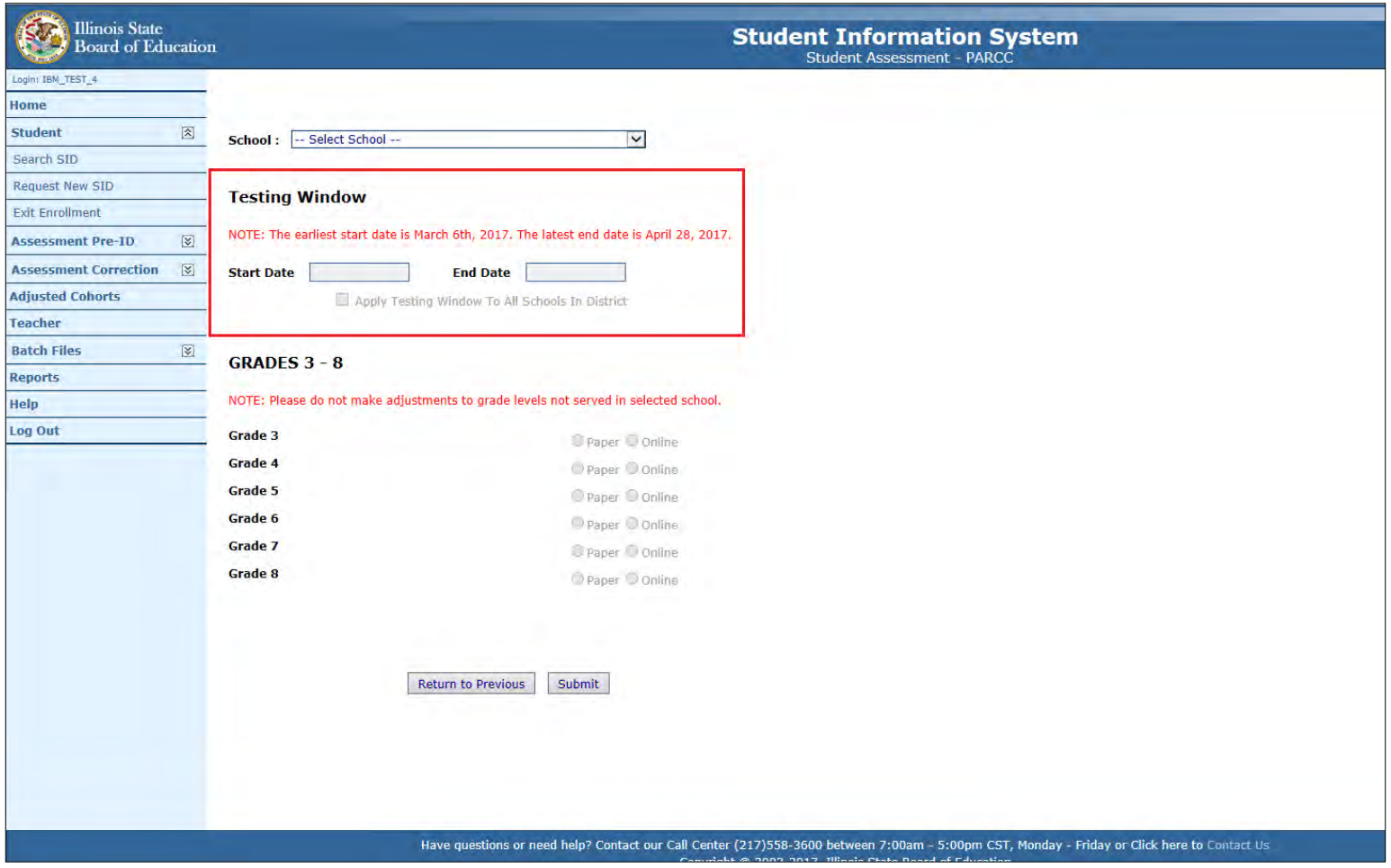
IAR Pre-ID – Step 1 - Identify Online/Paper Test and Testing Window



IAR Pre-ID

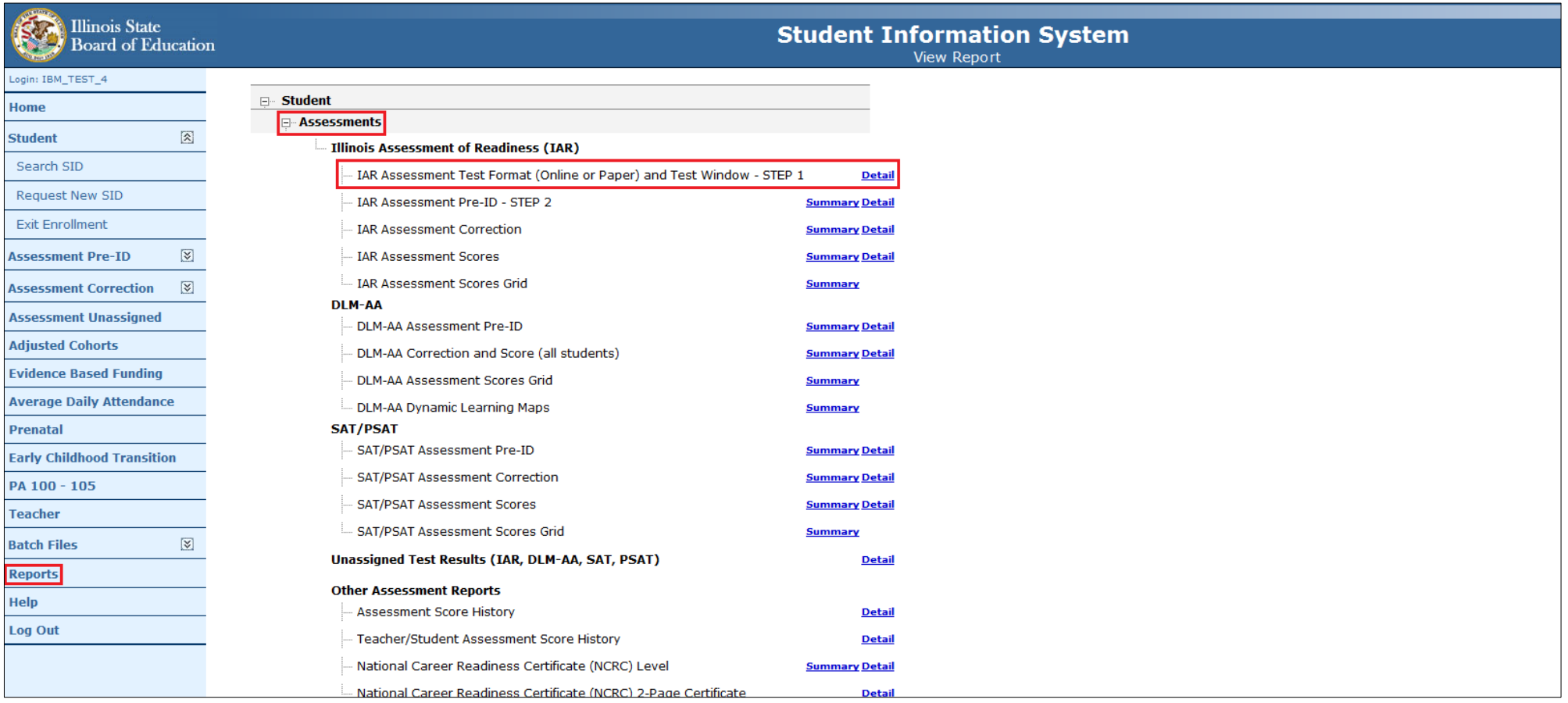
IAR Pre-ID – Step 1 - Identify Online/Paper Test and Testing Window

Verify Testing Window is correct. Edit Testing Window as needed (e.g., if you finish early, adjust the end date)



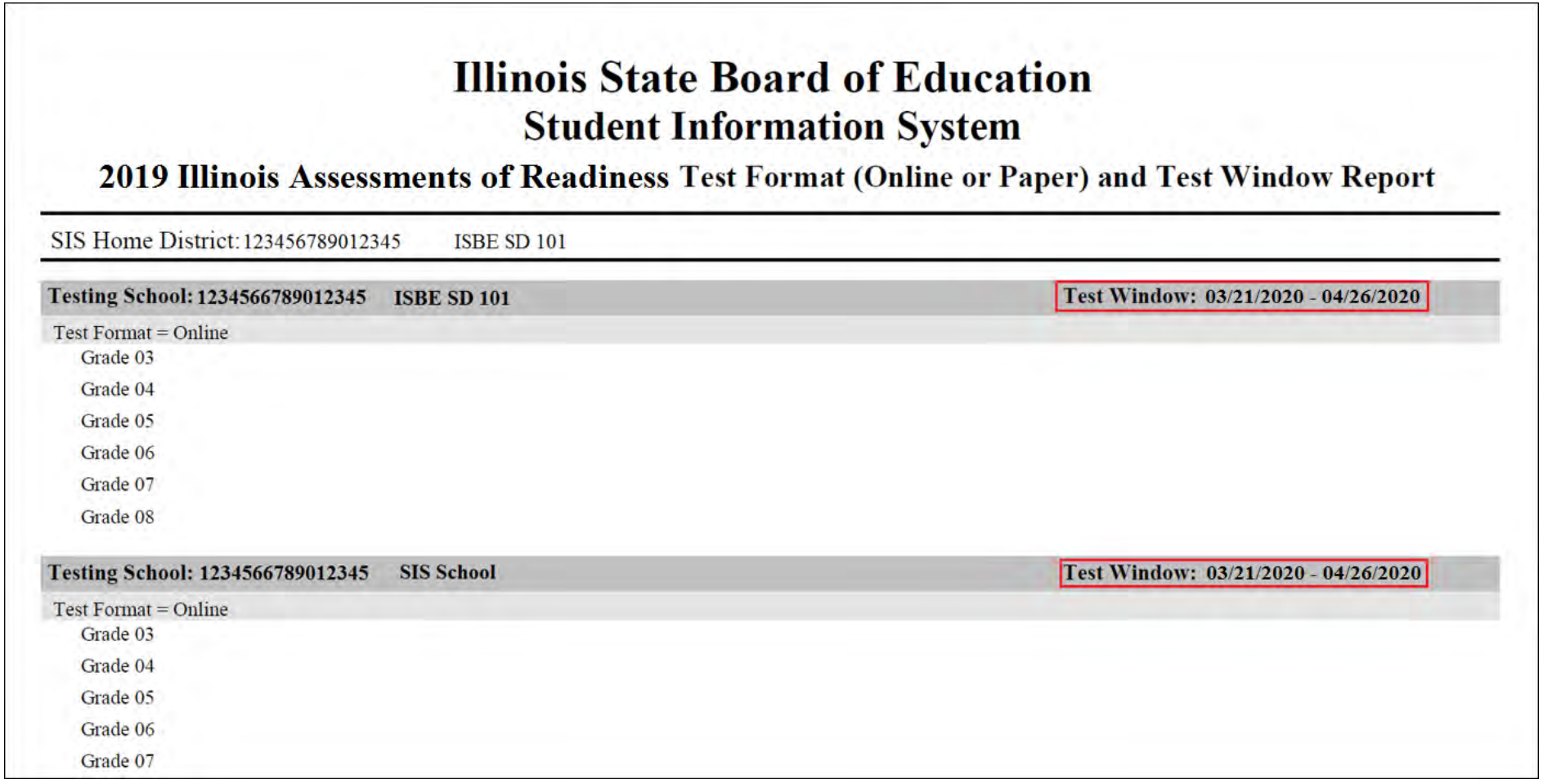
IAR Pre-ID

- **IAR Pre-ID – Step 1 - Identify Online/Paper Test and Testing Window**



IAR Pre-ID

- **IAR Pre-ID – Step 1 - Identify Online/Paper Test and Testing Window**



Illinois State Board of Education
Student Information System
2019 Illinois Assessments of Readiness Test Format (Online or Paper) and Test Window Report

SIS Home District: 123456789012345 ISBE SD 101

Testing School: 1234566789012345 ISBE SD 101 **Test Window: 03/21/2020 - 04/26/2020**

Test Format = Online
- Grade 03
- Grade 04
- Grade 05
- Grade 06
- Grade 07
- Grade 08

Testing School: 1234566789012345 SIS School **Test Window: 03/21/2020 - 04/26/2020**

Test Format = Online
- Grade 03
- Grade 04
- Grade 05
- Grade 06
- Grade 07

IAR Pre-ID

- **IAR Pre-ID - Step 2: Updating IAR Pre-ID**
  - Home and Testing districts can make updates in SIS.

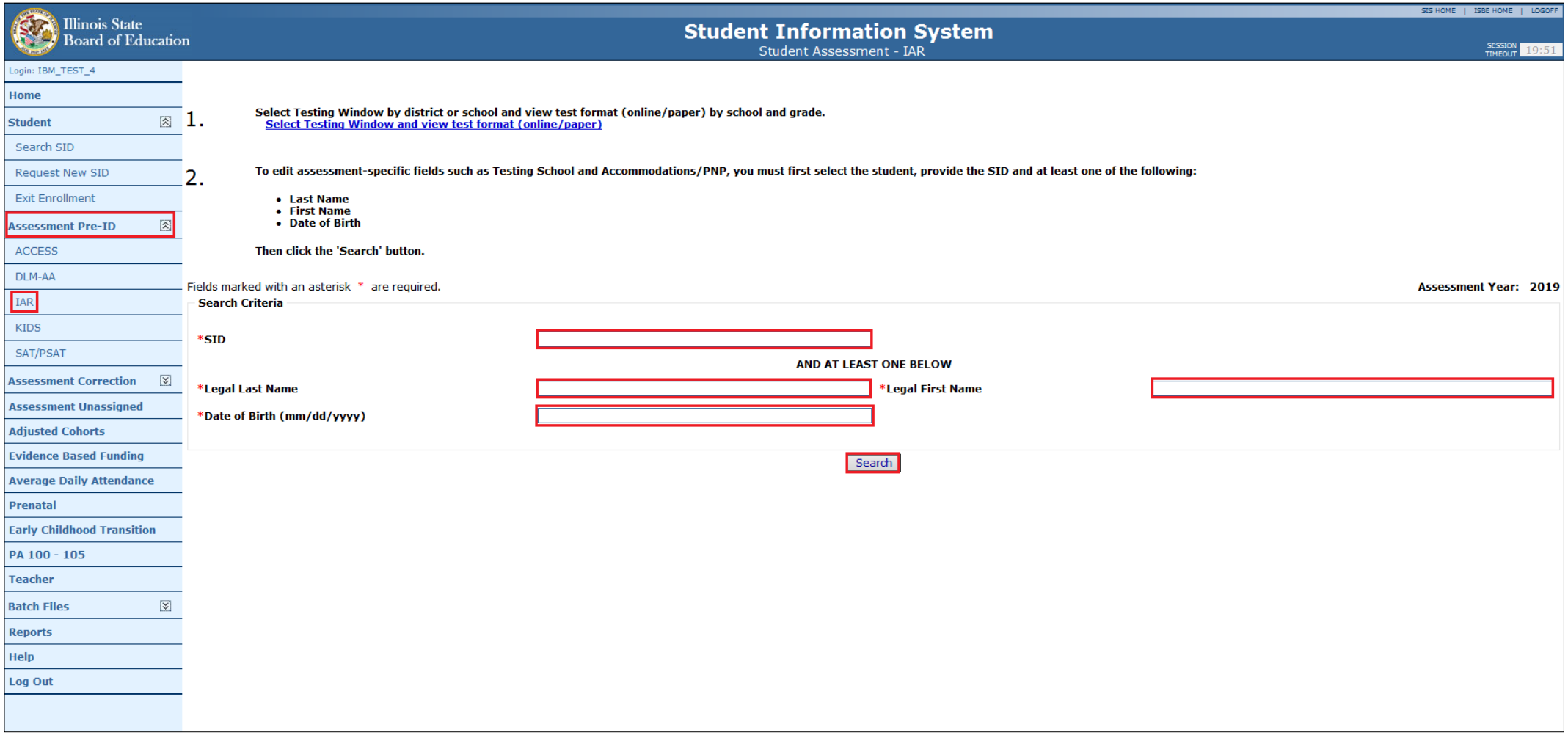
- **The IAR Assessment Pre-ID will contain one record per content area (ELA/L and Math).**
  - Ensure that accommodations are entered for the correct content area.
  - When a student's enrollment is exited, the student will be removed from the IAR Pre-ID report.
  - If a record is exited, the IAR Pre-ID table will retain the data.
  - If a new enrollment is created, all data from the prior IAR record will be applied to the new record, but the record can still be edited.

IAR Pre-ID

- **IAR Pre-ID - Step 2**
  - IAR Assessment Session Location
    - District Defined
      - **Paper Use**
        - This field was sent to determine how Pre-ID labels will be sorted
      - **Online Use**
        - Used to assign students to an online Test Session
        - Assessment Session Locations will ONLY be sent two weeks before the Assessment Pre-ID Deadline.
        - After a Test Session has started, the student must be removed manually from that Test Session in Pearson in order for the student to be put in a different Test Session.
  - All IAR data should be continuously updated in SIS, so it is consistent with Pearson.
  - If new students or updates to IAR Pre-ID data are required after February 24, 2020, updates must be made directly in PearsonAccess^{next}.

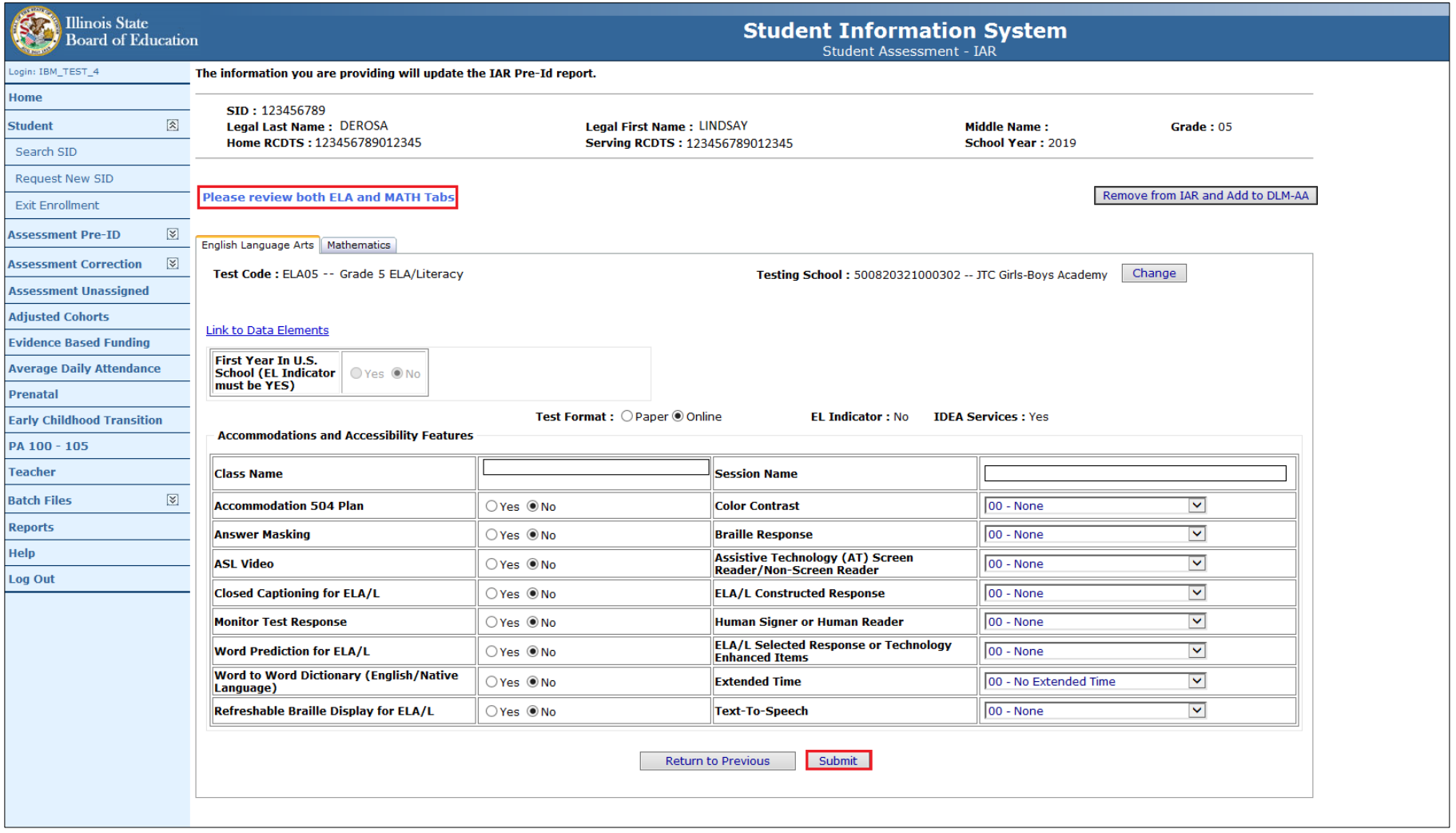
IAR Pre-ID

- **IAR Pre-ID - Step 2**



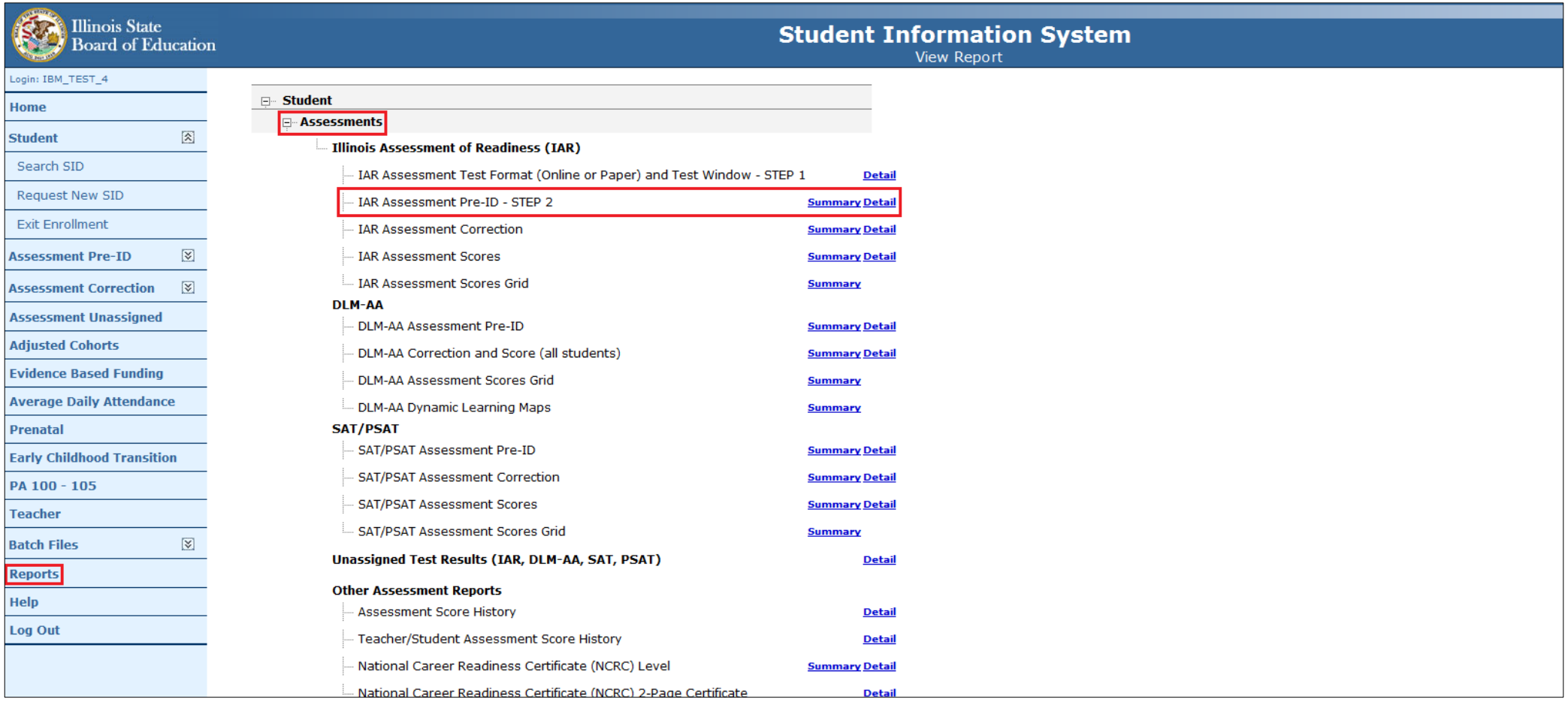
IAR Pre-ID

- **IAR Pre-ID - Step 2**



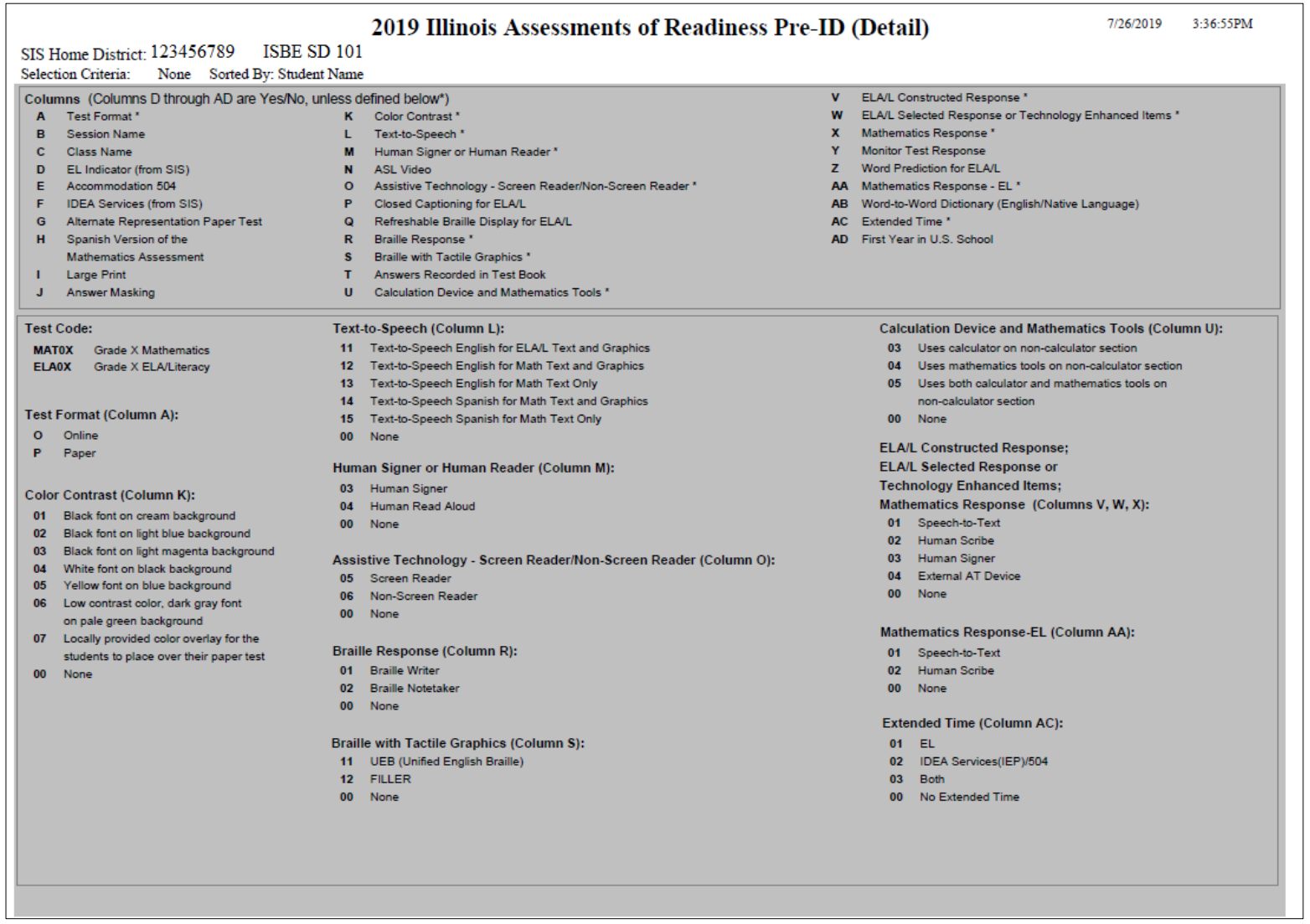
IAR Pre-ID

- **IAR Pre-ID Reports**



IAR Pre-ID

- **IAR Assessment Pre-ID Report**



2019 Illinois Assessments of Readiness Pre-ID (Detail) 7/26/2019 3:36:55PM

SIS Home District: 123456789 ISBE SD 101
Selection Criteria: None Sorted By: Student Name

Columns (Columns D through AD are Yes/No, unless defined below*)

A	Test Format *	K	Color Contrast *	V	ELA/L Constructed Response *
B	Session Name	L	Text-to-Speech *	W	ELA/L Selected Response or Technology Enhanced Items *
C	Class Name	M	Human Signer or Human Reader *	X	Mathematics Response *
D	EL Indicator (from SIS)	N	ASL Video	Y	Monitor Test Response
E	Accommodation 504	O	Assistive Technology - Screen Reader/Non-Screen Reader *	Z	Word Prediction for ELA/L
F	IDEA Services (from SIS)	P	Closed Captioning for ELA/L	AA	Mathematics Response - EL *
G	Alternate Representation Paper Test	Q	Refreshable Braille Display for ELA/L	AB	Word-to-Word Dictionary (English/Native Language)
H	Spanish Version of the Mathematics Assessment	R	Braille Response *	AC	Extended Time *
I	Large Print	S	Braille with Tactile Graphics *	AD	First Year in U.S. School
J	Answer Masking	T	Answers Recorded in Test Book		
		U	Calculation Device and Mathematics Tools *		

Test Code:

MAT0X	Grade X Mathematics
ELA0X	Grade X ELA/Literacy

Test Format (Column A):

O	Online
P	Paper

Color Contrast (Column K):

01	Black font on cream background
02	Black font on light blue background
03	Black font on light magenta background
04	White font on black background
05	Yellow font on blue background
06	Low contrast color, dark gray font on pale green background
07	Locally provided color overlay for the students to place over their paper test
00	None

Text-to-Speech (Column L):

11	Text-to-Speech English for ELA/L Text and Graphics
12	Text-to-Speech English for Math Text and Graphics
13	Text-to-Speech English for Math Text Only
14	Text-to-Speech Spanish for Math Text and Graphics
15	Text-to-Speech Spanish for Math Text Only
00	None

Human Signer or Human Reader (Column M):

03	Human Signer
04	Human Read Aloud
00	None

Assistive Technology - Screen Reader/Non-Screen Reader (Column O):

05	Screen Reader
06	Non-Screen Reader
00	None

Braille Response (Column R):

01	Braille Writer
02	Braille Notetaker
00	None

Braille with Tactile Graphics (Column S):

11	UEB (Unified English Braille)
12	FILLER
00	None

Calculation Device and Mathematics Tools (Column U):

03	Uses calculator on non-calculator section
04	Uses mathematics tools on non-calculator section
05	Uses both calculator and mathematics tools on non-calculator section
00	None

ELA/L Constructed Response; ELA/L Selected Response or Technology Enhanced Items; Mathematics Response (Columns V, W, X):

01	Speech-to-Text
02	Human Scribe
03	Human Signer
04	External AT Device
00	None

Mathematics Response-EL (Column AA):

01	Speech-to-Text
02	Human Scribe
00	None

Extended Time (Column AC):

01	EL
02	IDEA Services(IEP)/504
03	Both
00	No Extended Time

Illinois State Board of Education

PSAT 8/9, PSAT 10, and SAT Pre-ID

SIS School Year at a Glance

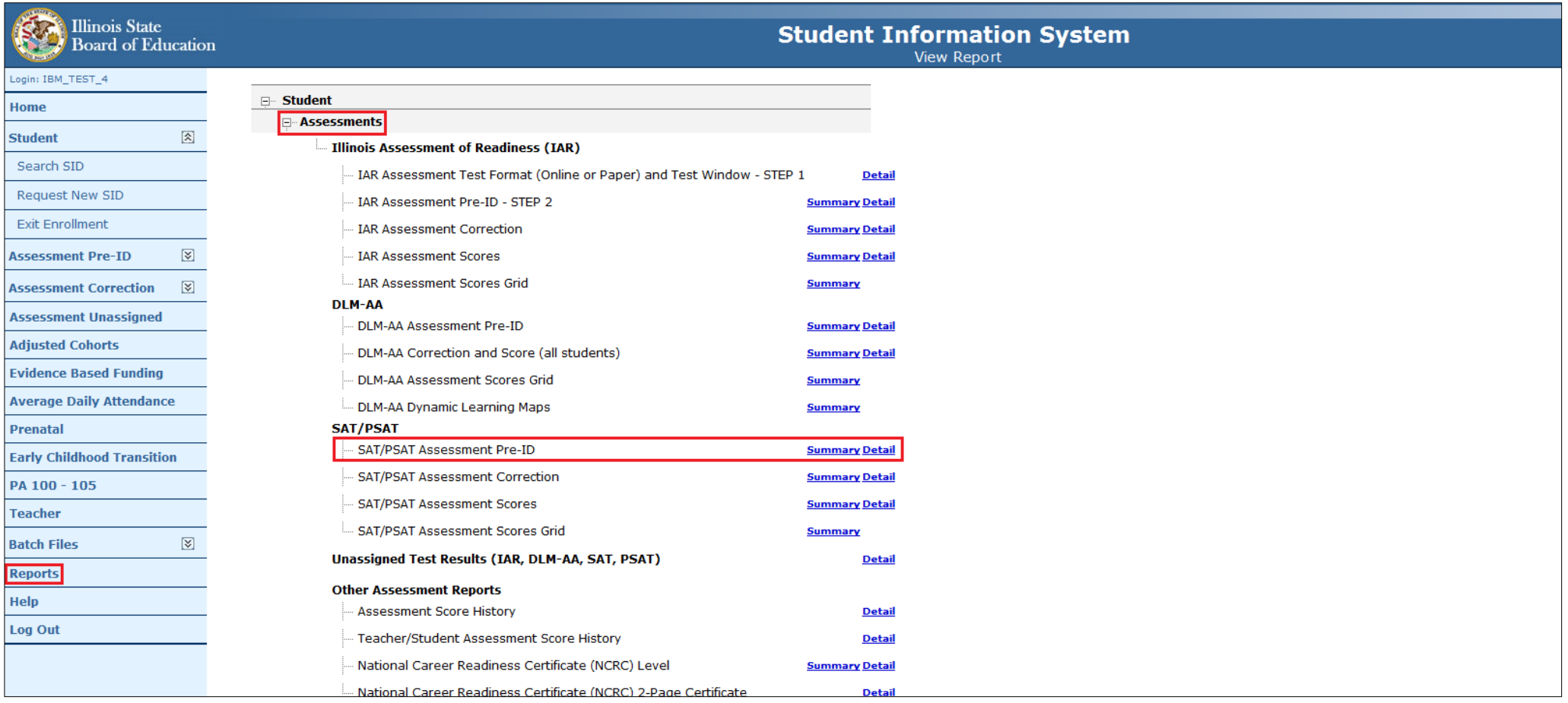
- **Late January, 2020**
  - **IAR file sent to Vendor for printing labels and determining test booklet and manual quantities**
- **January 31, 2020**
  - **PSAT 8/9 and 10 file sent to Vendor for printing labels and determining test booklet and manual quantities**
  - **SAT file sent to Vendor for printing labels and determining test booklet and manual quantities**
- **February 12, 2020**
  - **DLM-AA Data Lockdown in KITE**
- **February 14, 2020 by 4:00 p.m.**
  - **Last SIS Upload sent to DLM-AA Vendor**

PSAT 8/9, PSAT 10, and SAT Pre-ID

- All students identified as Grade 11 or Grade 12 that have not taken SAT are required to take SAT, unless DLM-AA is the appropriate state assessment. Initial Test Date: April 14, 2020
- Students in Grade 9 will take PSAT 8/9
- Students in Grade 10 will take PSAT 10
- The initial test date for PSAT 8/9 and PSAT 10 is April 14, 15, or 16, 2020
- Students in Grades 3-8 will continue to take IAR or DLM-AA
- PSAT/SAT Pre-ID data is sent to vendor on January 31, 2020
- Review and correct First Year in U.S School
- ISBE will create the PSAT/SAT Correction April 15, 2020

PSAT 8/9, PSAT 10, and SAT Pre-ID

- **PSAT/SAT Pre-ID Reports**



PSAT 8/9, PSAT 10, and SAT Pre-ID

- **PSAT/SAT Pre-ID Report**

7/26/2019 3:31 pm

Illinois State Board of Education
Student Information System
2019 SAT, PSAT 10, and PSAT 8/9 Assessment Pre-ID (Detail)

SIS Home District: 123456789 ISBE SD 101

Selection Criteria: Sorted By: Student Name

Columns	A	Grade from SIS Enrollment
	B	Test To Be Taken (Grade 11 or 12 = SAT, Grade 10 = PSAT 10, Grade 9 = PSAT 8/9)
	C	IDEA Services from SIS Enrollment (Yes, No)
	D	EL Indicator from SIS Enrollment (Yes, No)
	E	First Year in U.S. School (Yes, No)
	F	Sort Group (Optional for sorting Pre-ID Report)
	G	Grade 12 Required to Test* (Yes, No, n/a)

IMPORTANT:
The Testing RCDTS must be an established SAT/PSAT Test Center. A list of established SAT/PSAT Test Center codes is posted on www.isbe.net/Pages/sat-psat.aspx.
* Yes in this column indicates the grade 12 student must test. Contact assessment@isbe.net for assistance if your district has local evidence that the grade 12 student should not test.
* n/a in this column for a grade 12 record indicates ISBE has received documentation that exempts the student from this requirement.

Student ID	Student Name	Birth Date	Home RCDTS	Serving RCDTS	Testing RCDTS	A	B	C	D	E	F	G
123456789	DEROSA, LINDSAY	02/14/2002	500821890220043	500821890220043	500821890220043	11	SAT	N	N	N	n/a	
123456789	DOE, JANE	01/09/2003	500821890220043	410570060000105	500821890220043	9	PSAT 8/9	Y	N	N	n/a	
123456789	SMITH, JOHN	02/03/2002	500821890220043	500821890220043	500821890220043	10	PSAT 10	N	N	N	n/a	

Illinois State Board of Education

DLM-AA Lockdown in K.I.T.E.

SIS School Year at a Glance

- **Late January, 2020**
  - **IAR file sent to Vendor for printing labels and determining test booklet and manual quantities**
- **January 31, 2020**
  - **PSAT 8/9 and 10 file sent to Vendor for printing labels and determining test booklet and manual quantities**
  - **SAT file sent to Vendor for printing labels and determining test booklet and manual quantities**
- **February 12, 2020**
  - **DLM-AA Data Lockdown in KITE**
- **February 14, 2020 by 4:00 p.m.**
  - **Last SIS Upload sent to DLM-AA Vendor**

Illinois State Board of Education

ACCESS Correction Process

SIS School Year at a Glance

- **March 3, 2020**
  - Last Day of ACCESS Testing
- **March 4, 2020**
  - First Day of ACCESS Correction Window (No Test Results)
- **March 11, 2020**
  - DLM-AA Testing – Earliest Start Date
- **March 31, 2020 by 4:00 p.m.**
  - EL Data due for the Population of the eGMS Ceiling Calculator
- **April 14, 2020**
  - SAT Initial Test Date
- **April 14, 15, or 16, 2020**
  - PSAT 8/9 and 10 Initial Test Date
- **April 15, 2020**

  First Day of SAT/PSAT Correction Window (No Test Results)

ACCESS Correction Process

- All Grade K – 12 students identified as EL will take an ACCESS test.
- All Grade K – 12 students identified as EL and enrolled on November (TBA), should receive an ACCESS label.
- If a student exits the district before the ACCESS test is given, the label should be destroyed.
- If a student enrolled after labels have been sent, please bubble the student's information on a blank testing document.

ACCESS Correction Process

- **ISBE will create the ACCESS Correction file for students enrolled as EL during the Testing Window**
  - Demographic, Home School, and Grade details must reflect a student's status as of the last day of the ACCESS testing period.
  - Changes made to the ACCESS correction data only affect data that is being submitted to DRC; it does not update the related student information in SIS.
    - Updates to SIS student demographic, enrollment, and program indicator data (and enrollment exits) must also continue through the end of the school year.
    - If student demographic errors are identified in the ACCESS Correction file, revisions must be made both via the ACCESS Correction file and within SIS (via the Student Demographic/Enrollment batch file or the available online areas).
  - An ACCESS Correction record can only be added if the student has an EL record in your district for the current school year.

ACCESS Correction Process

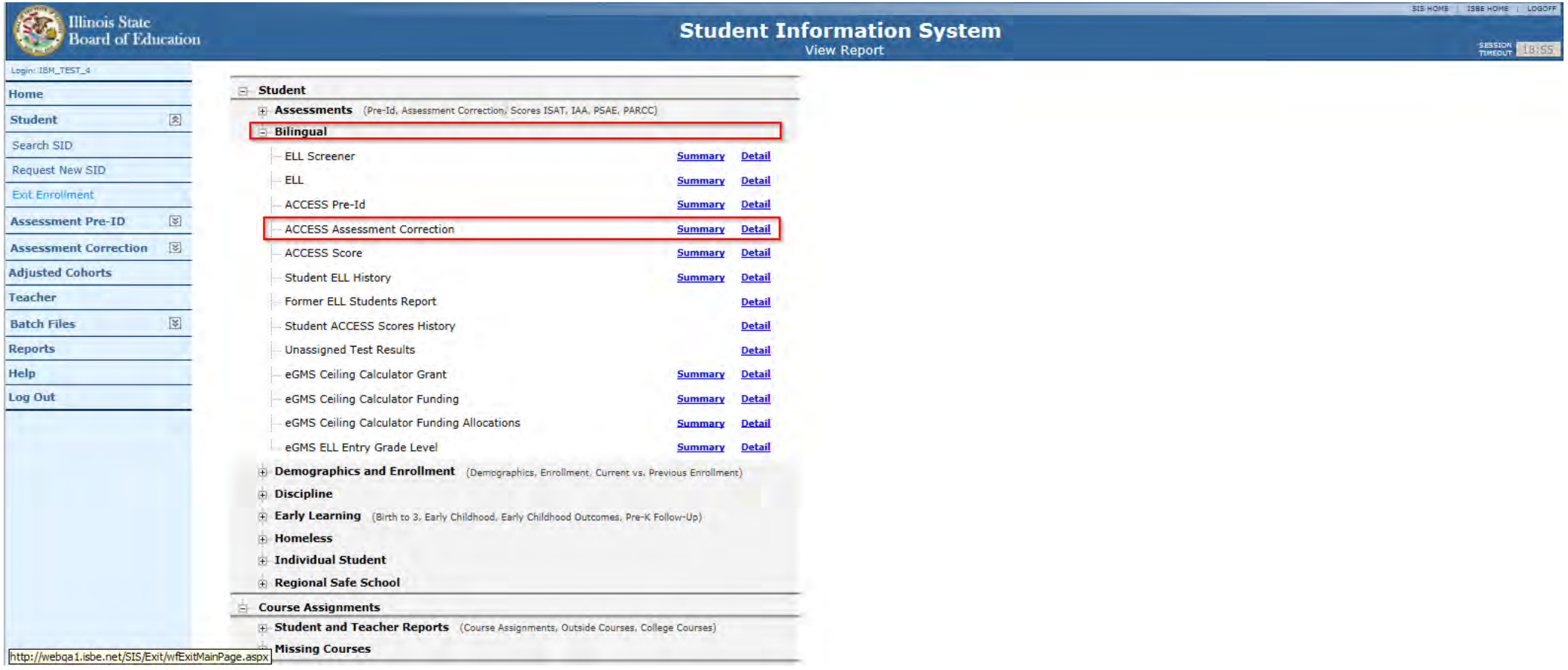
- **The following fields can be added or updated during the ACCESS Correction Window:**
  - Student Tested
  - Reason for Not Testing
  - SAP ID
  - Legal Last Name
  - Legal First Name
  - Legal Middle Name
  - Birth Date
  - Race Code
  - Gender Code
  - Military Connected Student
  - Homeless Indicator
  - Migrant Indicator
  - IDEA Services
  - FRL/Low Income Indicator
  - 21st Century Indicator
  - Home School RCDTS
  - Grade Level at Time of Testing
  - Test Taken

ACCESS Correction Process

- **List of Not Tested Reasons**
  - 01- Medically Exempt
  - 02 - Homebound Exempt
  - 03 - In Jail/Locked Facility
  - 04 - Out of State/Country
  - 05 - Not Enrolled/ Not EL at Time of Testing
  - 07 - Transferred Out During Testing
  - 08 - Transferred In During Testing
  - 09 - Deceased
  - 10 - Absent from Testing
  - 15 - Refusal but Present to Test
  - 20 - Obtained proficiency in a prior year or proficient based on screening tests

ACCESS Correction Process

- **ACCESS Assessment Correction – Reports Screen**



ACCESS Correction Process

- **SIS ACCESS Correction – Summary Report**

2015 ACCESS Assessment Correction Summary

4/15/2015 9:55 am

Assessment Home District: 123456789 ISBE SD 101

Grade: All	Total
Total Students:	2
Homeless Indicator: Yes	2
Homeless Indicator: No	2
Migrant Indicator: Yes	2
Migrant Indicator: No	0
IEP Indicator: Yes	2
IEP Indicator: No	0
FRL Indicator: Yes	2
FRL Indicator: No	0
21st Century Indicator: Yes	2
21st Century Indicator: No	0
Tested: Yes	
Tested: No	

ACCESS Correction Process

- **ACCESS Assessment Correction – Detail Report**

2015 ACCESS Assessment Correction Report (Detail)

4/15/2015 10:01 am

Assessment Home District: 123456789 ISBE SD 101

Selection Criteria: None Sorted By: grade at testing

Columns					
	A Race Codes	D Migrant Indicator	G 21st Century Indicator
	B Gender Codes	E IEP Indicator	H Grade
	C Homeless Indicator	F FRL/Low Income Indicator	I Reason for not testing

Reasons For Not Testing:

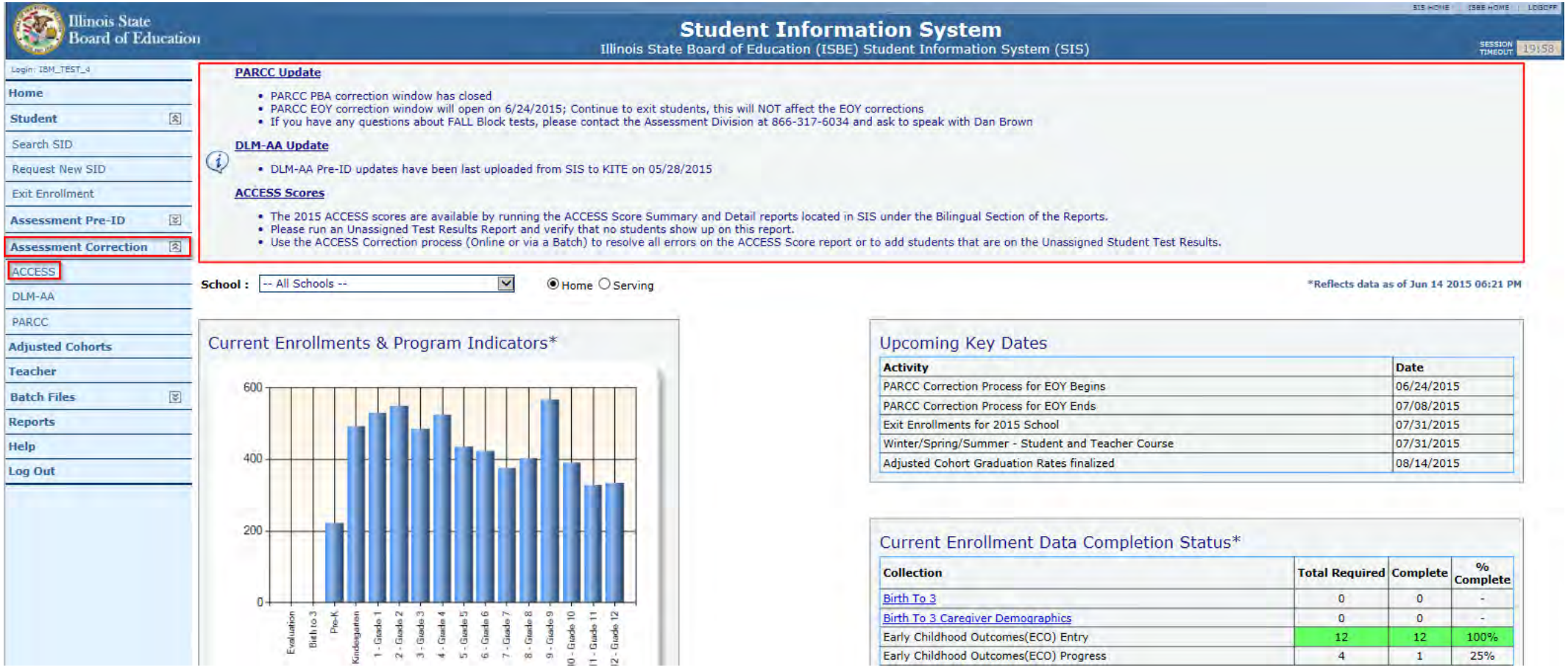
01 - Medically Exempt
02 - Homebound Exempt
03 - In Jail/Locked Facility
04 - Out of State/Country
05 - Not Enrolled During the Time of Testing
06 - Not In Valid Grade
07 - Transferred Out During Testing
08 - Transferred In During Testing
09 - Deceased
10 - Absent
15 - Refusal but Present to Test
19 - Reserved for Internal Use
20 - Obtained Proficiency in a Prior Year or Proficient Based on Screening Tests

* Race Codes definitions can be found on the Student Information System web site.

Student ID	Student Name	Birth Date	Test Name	A	B	C	D	E	F	G	H	I	SIS Home School
999999999	TEST, STUDENT A	01/01/2001	ACCESS	11	F	N	N	N	Y	N	01		123456789012345
999999999	TEST, STUDENT B	01/01/2001	ACCESS	16	M	N	N	N	Y	N	01		123456789012345
999999999	TEST, STUDENT C	01/01/2001	ACCESS	11	M	N	N	N	Y	N	01		123456789012345
999999999	TEST, STUDENT D	01/01/2001	ACCESS	11	M	N	N	N	Y	N	01		123456789012345
999999999	TEST, STUDENT E	01/01/2001	ACCESS	16	M	N	N	N	Y	N	01		123456789012345
999999999	DOE, JOHN	01/01/2001	ACCESS	11	F	N	N	N	Y	N	01		123456789012345
999999999	TEST, STUDENT	01/01/2001	ACCESS	11	M	N	N	N	Y	N	01		123456789012345

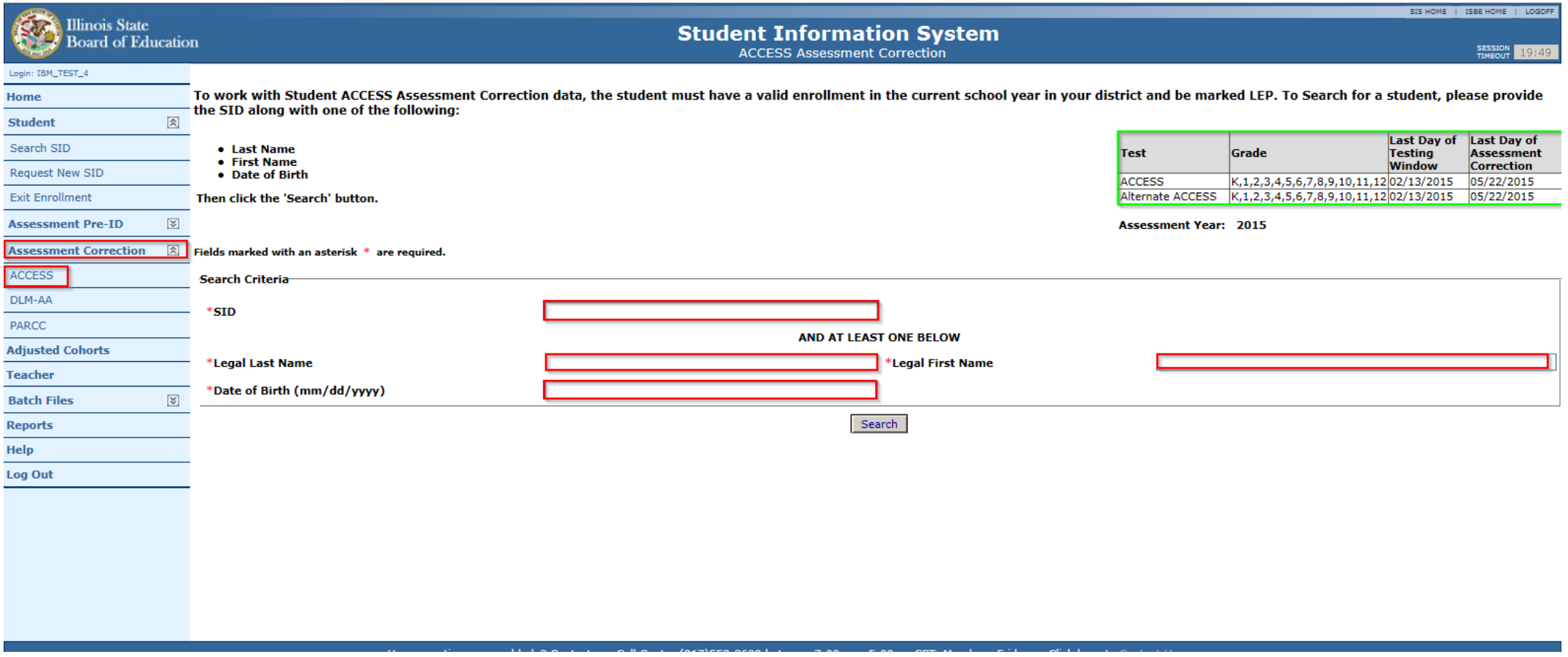
ACCESS Correction Process

- **Assessment → ACCESS Correction Link**



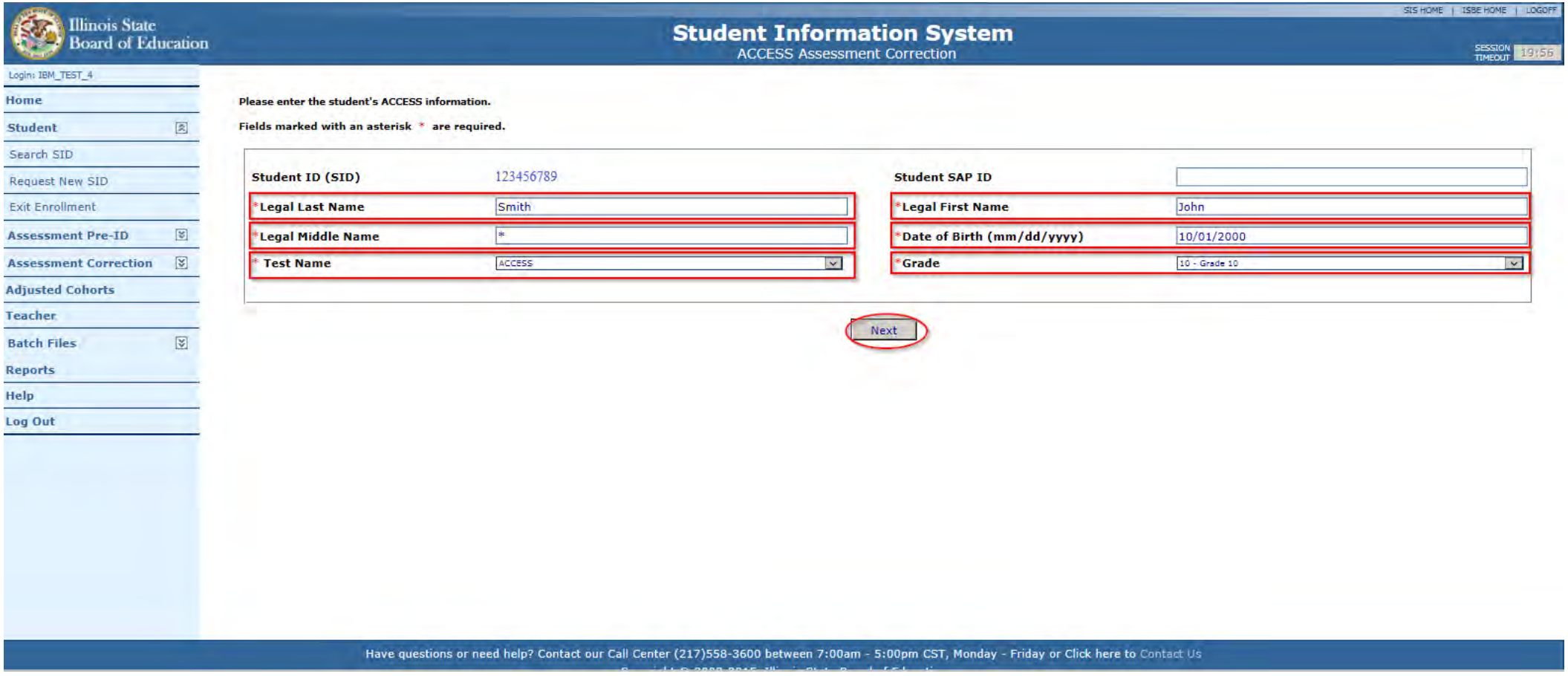
ACCESS Correction Process

- **ACCESS Assessment Correction Search**



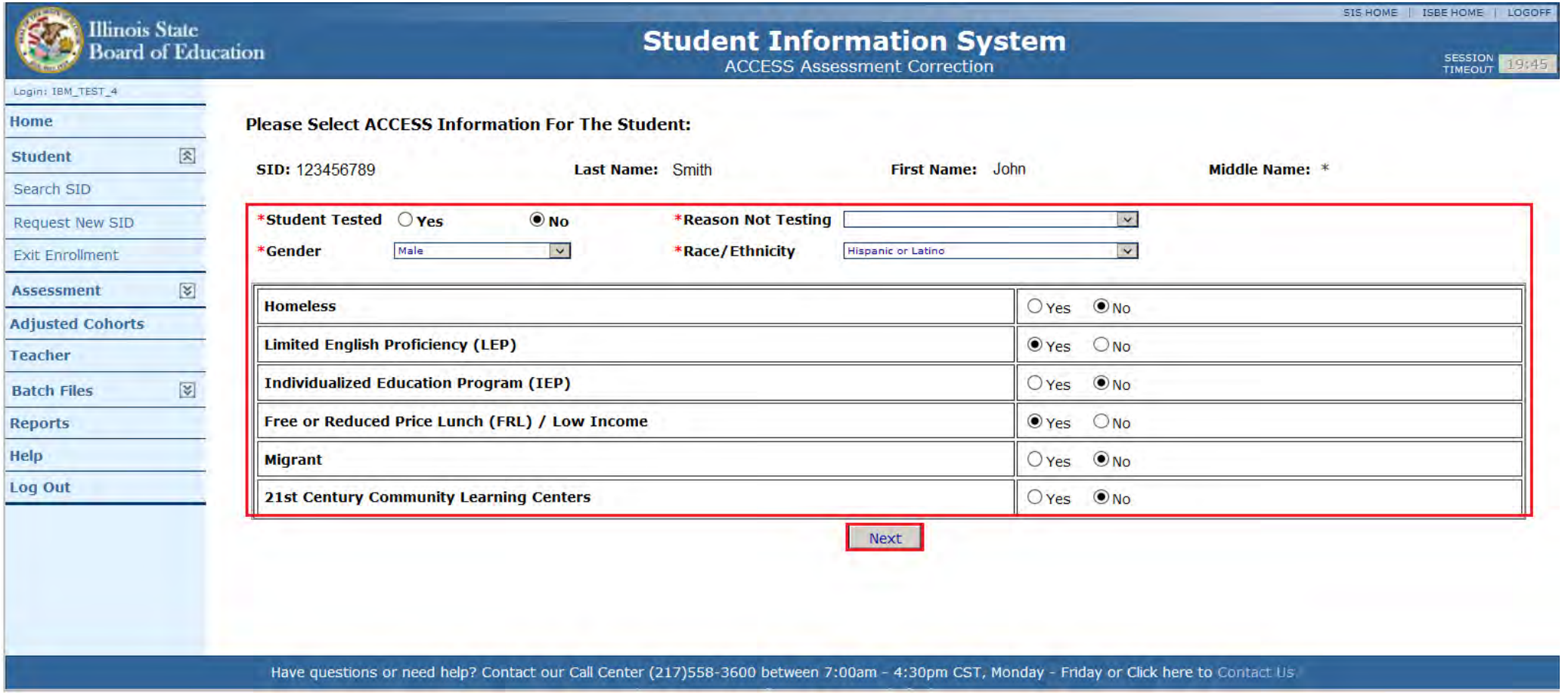
ACCESS Correction Process

- **ACCESS Assessment Correction Student Detail**



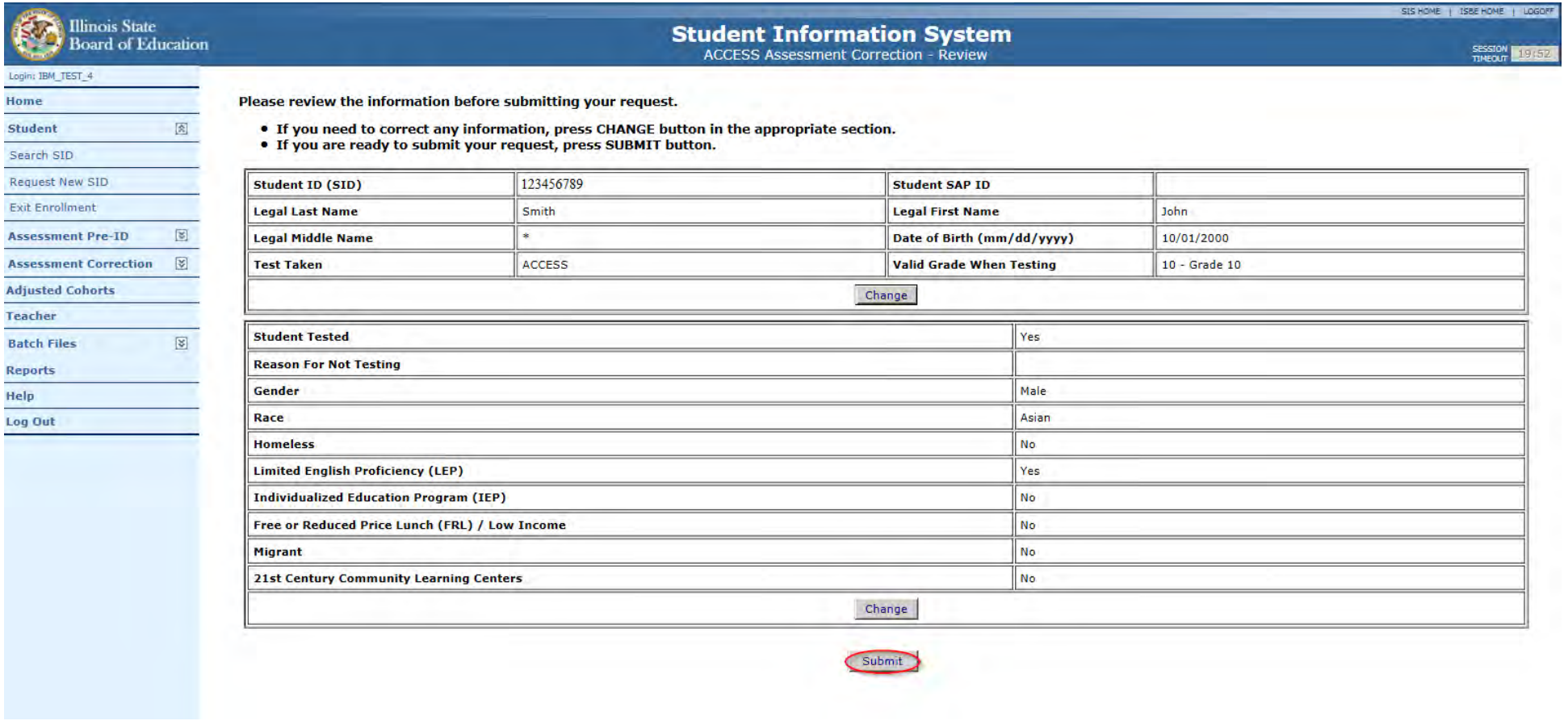
ACCESS Correction Process

- **ACCESS Assessment Correction Details**



ACCESS Correction Process

- **ACCESS Assessment Correction Review**

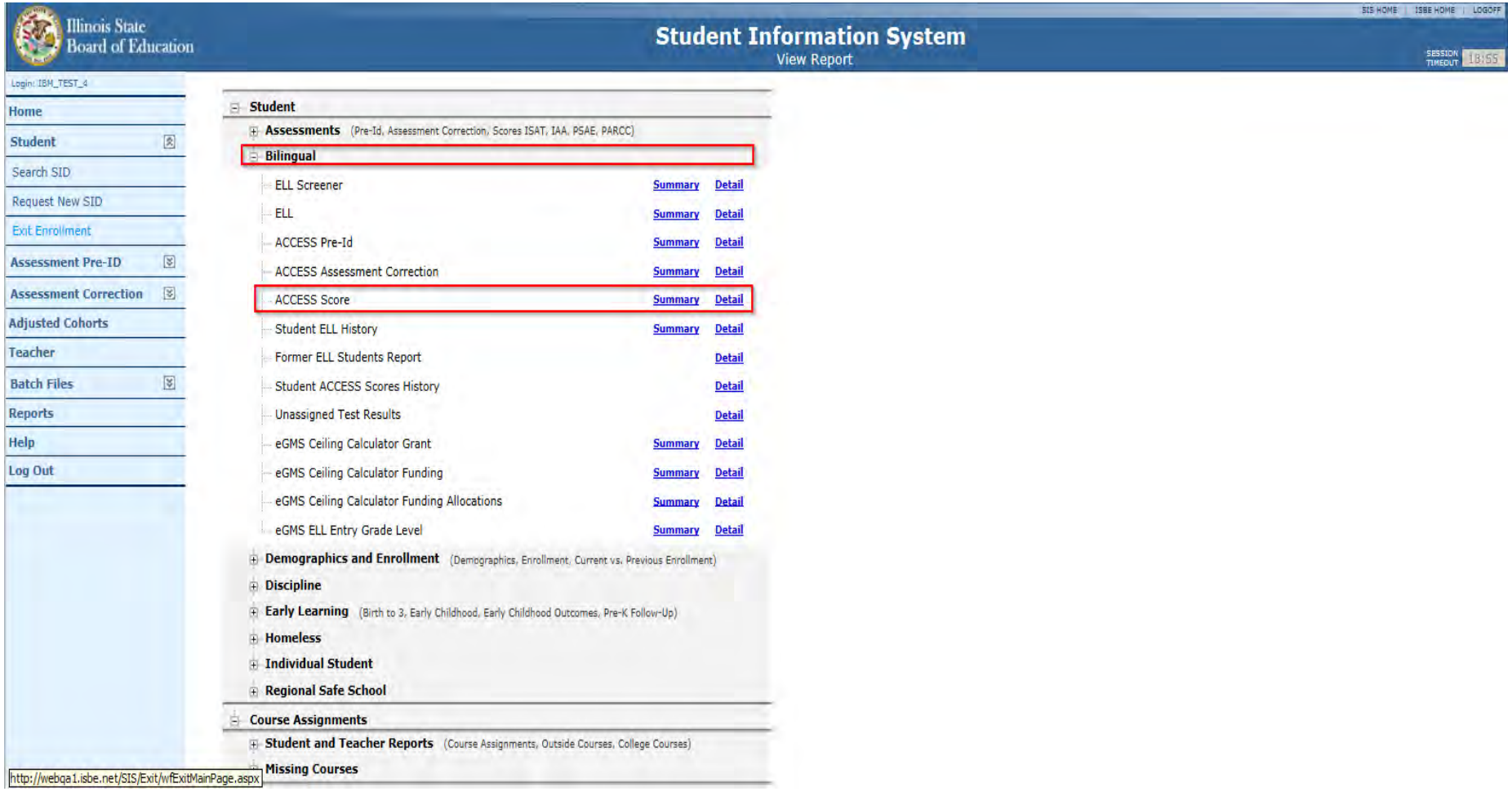


ACCESS Correction Process

- Once ACCESS Preliminary Scores are posted in SIS.
- Verify students are not missing ACCESS Scores.
  - Run an ACCESS Scores ***Summary Report*** located under Reports in the *Bilingual* section.
    - Make report criteria selections.
    - Review **Result Codes.**

ACCESS Correction Process

- **ACCESS Score Report - Summary**



ACCESS Correction Process

- **ACCESS Score Report - Summary**

2015 ACCESS Scores Summary

SIS Home District: 123456789 ISBE SD 101

Grade: All	Total
Total Students:	6315
SIS Grade Level: Kindergarten	1014
SIS Grade Level: 1 - Grade 1	1139
SIS Grade Level: 2 - Grade 2	1067
SIS Grade Level: 3 - Grade 3	988
SIS Grade Level: 4 - Grade 4	595
SIS Grade Level: 5 - Grade 5	421
SIS Grade Level: 6 - Grade 6	360
SIS Grade Level: 7 - Grade 7	351
SIS Grade Level: 8 - Grade 8	380
Result Codes: 1	30
Result Codes: 3	1
Result Codes: 4	1
Result Codes: 5	82
Result Codes: 5 1	1
Result Codes: None	6203

- **Possible Result Codes**
  - 1 = Missing Scores
  - 2 = Missing EL Data
  - 3 = No Action Required By School District.

  This Error Will Be Corrected By Vendor.
  - 4 = Grade levels in Columns A and B are not the same. This item should be reviewed to ensure that the student was tested in the correct grade.
  - 5 = Alternate ACCESS Test Score

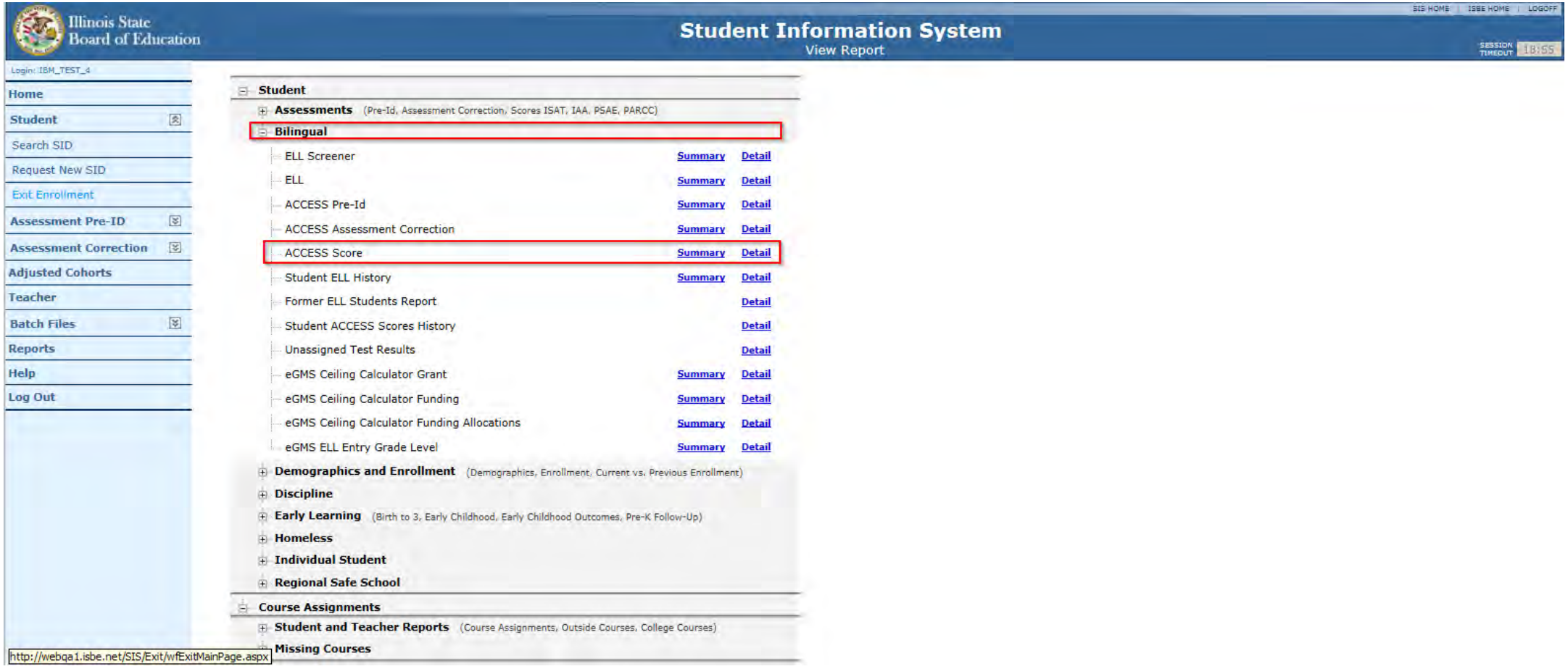
ACCESS Correction Process

- <u>Identify EL Students with Missing ACCESS Scores.</u>

  - Run an ACCESS Score ***Detail Report*** located under Reports in the *Bilingual* section.
    - Make report criteria selections.
    - Sort by **Error.**

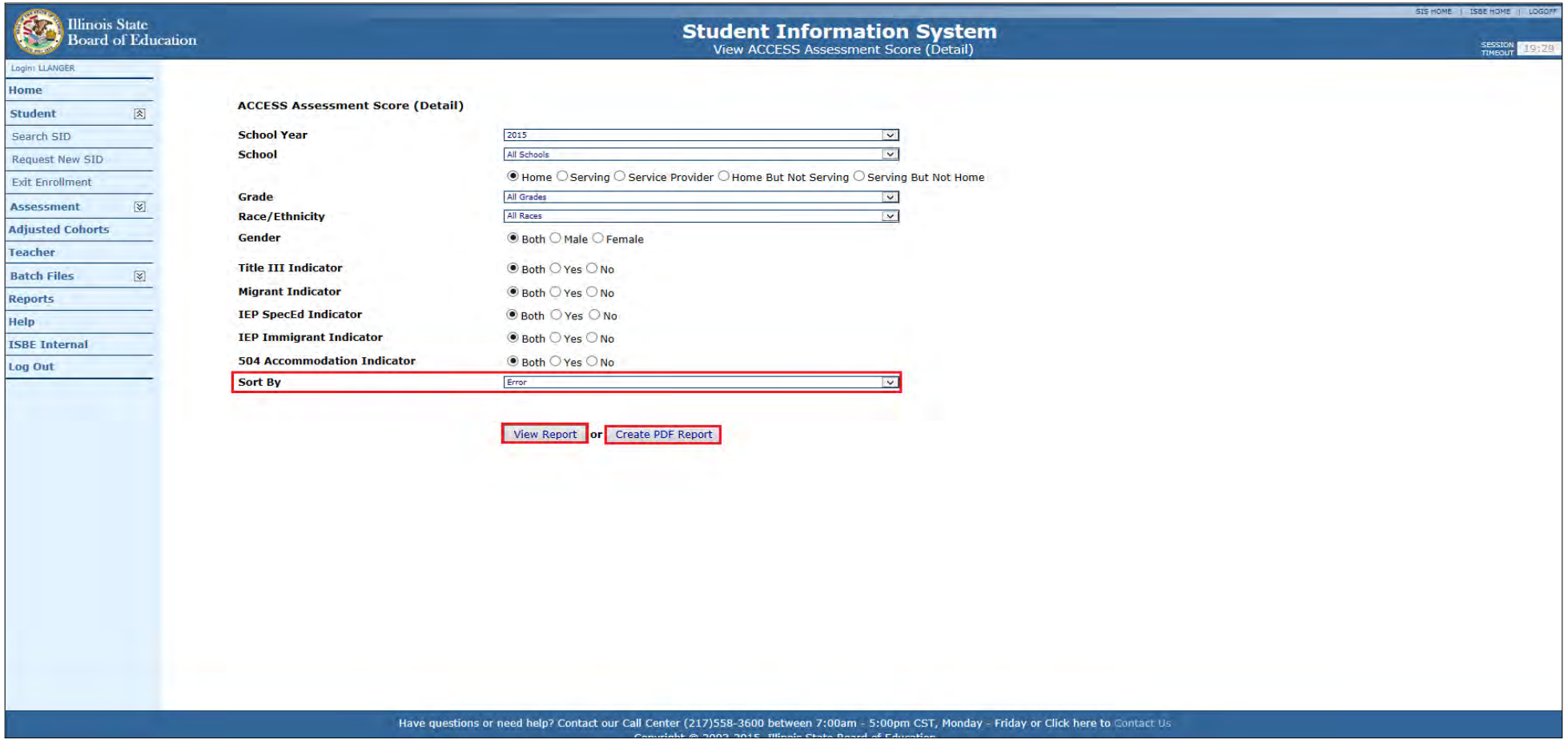
ACCESS Correction Process

- **ACCESS Score Report - Detail**



ACCESS Correction Process

- **ACCESS Assessment Score (Detail) – Criteria Screen: Select sort by - Error**



ACCESS Correction Process

- **ACCESS Assessment Score – Detail Report**

2015 ACCESS Scores Report (Detail)

Print Date:4/15/2015 2:18 pm

SIS Home District: 123456789012345 ISBE SD 101

Selection Criteria: Sorted By: error

Columns											
A	SIS Grade Level	E	Speaking Scale Score	I	Oral Scale Score	M	Speaking Proficiency Level	Q	Oral Proficiency Level
B	Tested Grade Level	F	Reading Scale Score	J	Literacy Scale Score	N	Reading Proficiency Level	R	Literacy Proficiency Level
C	Tier	G	Writing Scale Score	K	Composite (Overall) Scale Score	O	Writing Proficiency Level	S	Composite (Overall) Proficiency Level
D	Listening Scale Score	H	Comprehension Score	L	Listening Proficiency Level	P	Comprehension Proficiency Level	T	Vendor Number

Result Codes: 1 = Missing Scores 2 = Missing ELL Data 3 = No Action Required By School District. This Error Will Be Corrected By Vendor.
4 = Grade levels in Columns A and B are not the same. This item should be reviewed to ensure the student tested in the correct grade.
5 = Alternate ACCESS Test Score.

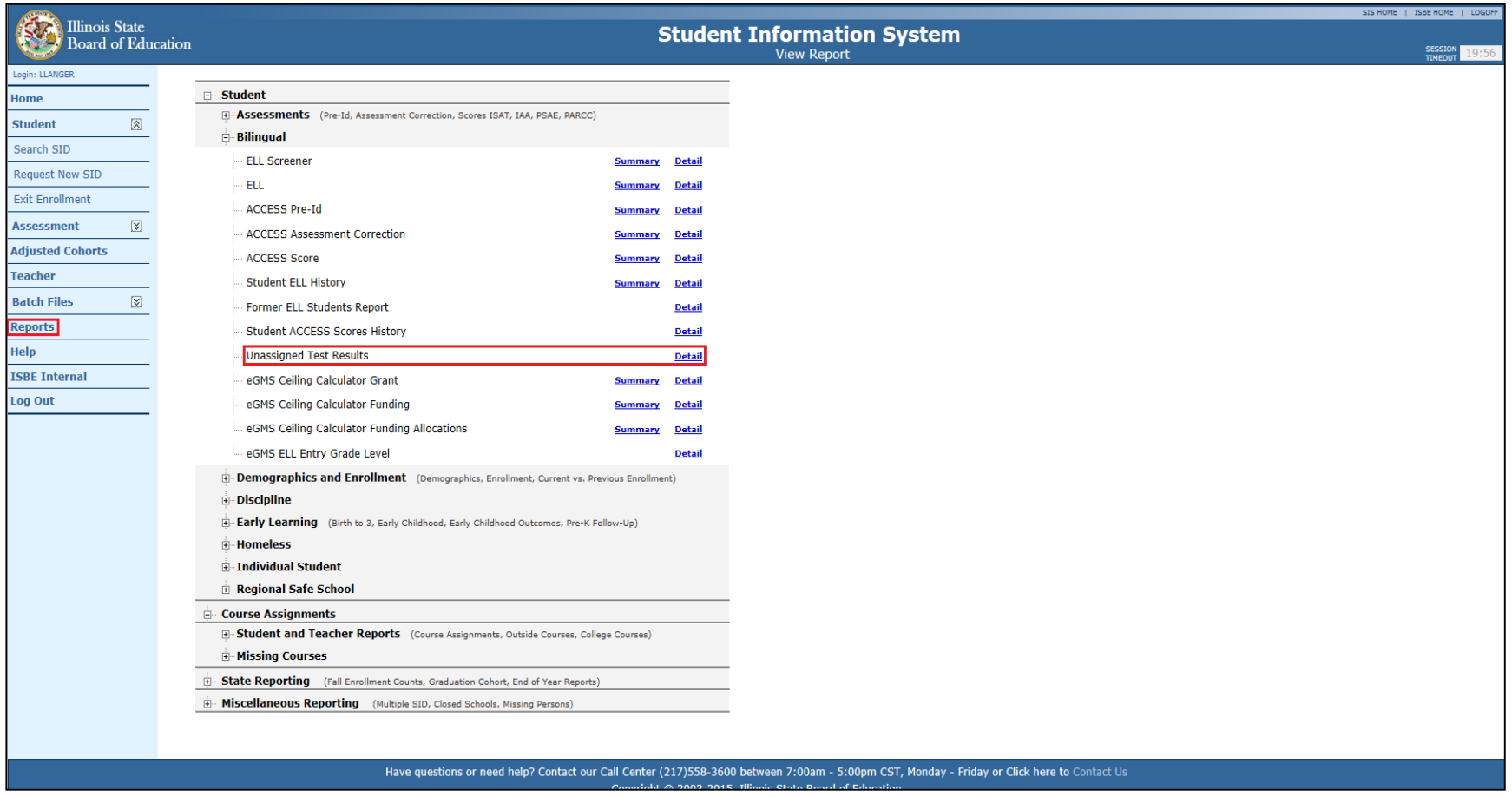
Student ID	Student Name	Birth Date	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	Codes
123456789	Test, Student A	01/01/2011	01																				1
123456789	Test, Student B	01/01/2011	01																				1
123456789	Test, Student C	01/01/2011	01																				1
123456789	Test, Student D	01/01/2011	02																				1
123456789	Test, Student E	01/01/2011	02																				1
123456789	Test, Student F	01/01/2011	02																				1
123456789	Test, Student G	01/01/2011	02																				1
123456789	Test, Student H	01/01/2011	02																				1

ACCESS Correction Process

- Identifying ACCESS scores that are not assigned to my students
- Run an ***Unassigned Test Results*** Detail Report in the Bilingual section of Reports.
    - The test results for the students listed on this report could **not** be automatically matched to a student in the ACCESS Correction file.
    - Steps for Assigning Student Test Results:
        - **Step 1:** Add or update the unassigned student records found on this report to the ACCESS Correction data; this can be done via an online ACCESS Correction or through the corresponding batch file process ***(Student must have an EL record in SIS for the current School Year).***
        - **Step 2:** Overnight, the unassigned test results will be linked to the students' ACCESS Correction data.
        - **Step 3:** Verify the update using the ACCESS Scores Report and the Unassigned Test Results Report the next morning.

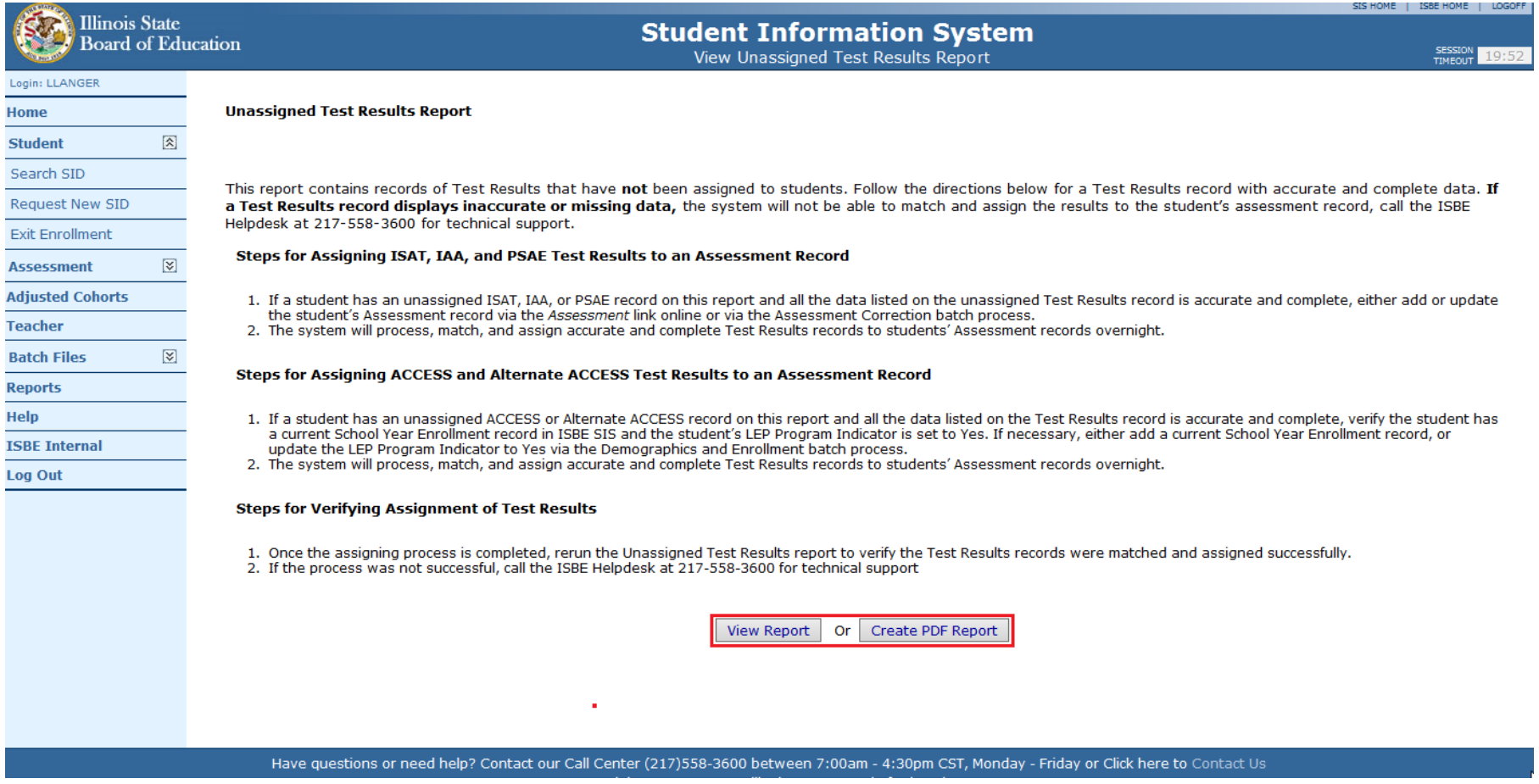
ACCESS Correction Process

- **Verify your student Unassigned Test Results: Reports Page**



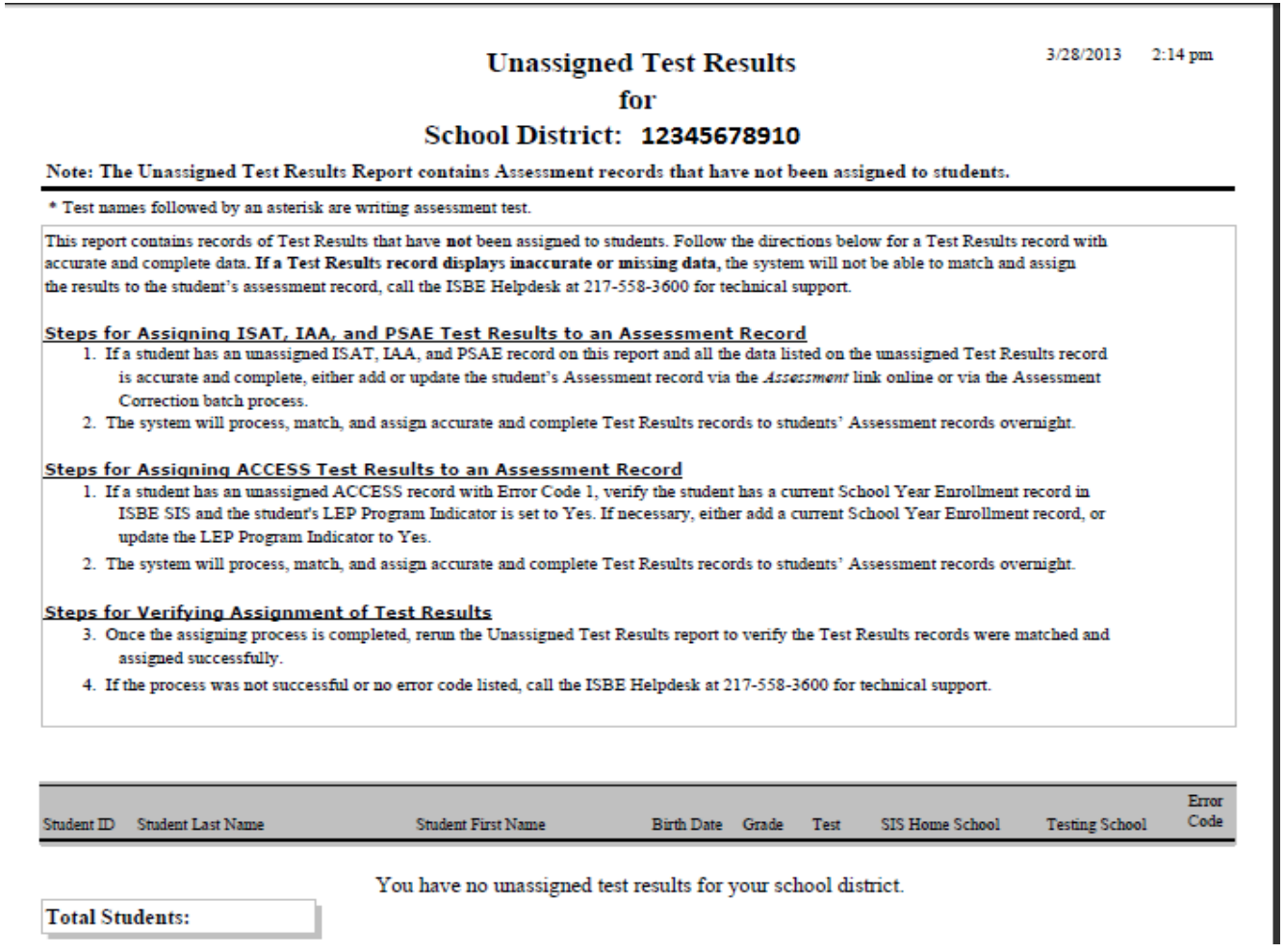
ACCESS Correction Process

- **Unassigned Test Results Reports - ACCESS**



ACCESS Correction Process

- **Unassigned Test Results Reports - ACCESS**



Unassigned Test Results
for
School District: 12345678910

3/28/2013 2:14 pm

Note: The Unassigned Test Results Report contains Assessment records that have not been assigned to students.

* Test names followed by an asterisk are writing assessment test.

This report contains records of Test Results that have **not** been assigned to students. Follow the directions below for a Test Results record with accurate and complete data. **If a Test Results record displays inaccurate or missing data,** the system will not be able to match and assign the results to the student's assessment record, call the ISBE Helpdesk at 217-558-3600 for technical support.

Steps for Assigning ISAT, IAA, and PSAE Test Results to an Assessment Record

1. If a student has an unassigned ISAT, IAA, and PSAE record on this report and all the data listed on the unassigned Test Results record is accurate and complete, either add or update the student's Assessment record via the *Assessment* link online or via the Assessment Correction batch process.
2. The system will process, match, and assign accurate and complete Test Results records to students' Assessment records overnight.

Steps for Assigning ACCESS Test Results to an Assessment Record

1. If a student has an unassigned ACCESS record with Error Code 1, verify the student has a current School Year Enrollment record in ISBE SIS and the student's LEP Program Indicator is set to Yes. If necessary, either add a current School Year Enrollment record, or update the LEP Program Indicator to Yes.
2. The system will process, match, and assign accurate and complete Test Results records to students' Assessment records overnight.

Steps for Verifying Assignment of Test Results

3. Once the assigning process is completed, rerun the Unassigned Test Results report to verify the Test Results records were matched and assigned successfully.
4. If the process was not successful or no error code listed, call the ISBE Helpdesk at 217-558-3600 for technical support.

Student ID	Student Last Name	Student First Name	Birth Date	Grade	Test	SIS Home School	Testing School	Error Code

You have no unassigned test results for your school district.

Total Students:

Illinois State Board of Education

DLM-AA Testing Earliest Start Date

SIS School Year at a Glance

- **March 3, 2020**
  - Last Day of ACCESS Testing
- **March 4, 2020**
  - First Day of ACCESS Correction Window (No Test Results)
- **March 11, 2020**
  - DLM-AA Testing – Earliest Start Date
- **March 31, 2020 by 4:00 p.m.**
  - EL Data due for the Population of the eGMS Ceiling Calculator
- **April 14, 2020**
  - SAT Initial Test Date
- **April 14, 15, or 16, 2020**
  - PSAT 8/9 and 10 Initial Test Date
- **April 15, 2020**

  First Day of SAT/PSAT Correction Window (No Test Results)

Illinois State Board of Education

English Learners (EL)

SIS School Year at a Glance

- **March 3, 2020**
  - Last Day of ACCESS Testing
- **March 4, 2020**
  - First Day of ACCESS Correction Window (No Test Results)
- **March 11, 2020**
  - DLM-AA Testing – Earliest Start Date
- **March 31, 2020 by 4:00 p.m.**
  - EL Data due for the Population of the eGMS Ceiling Calculator
- **April 14, 2020**
  - SAT Initial Test Date
- **April 14, 15, or 16, 2020**
  - PSAT 8/9 and 10 Initial Test Date
- **April 15, 2020**

  First Day of SAT/PSAT Correction Window (No Test Results)

English Learners (EL)

- **EL Validations**
  - A student cannot have both Parents Refused and Parents Withdrawn.
  - The Date EL Services Ended must be during current school year.
  - If a student receives an ACCESS Score, the EL Reason for Ending Services cannot be Erroneous.
  - If current student EL records are set to Erroneous but they receive an ACCESS score, the EL Services End Reason and the EL Services End Date will be removed when the ACCESS Score is attached to the student.

Note: Only students who are identified as EL and whose EL Indicator is Yes can take the ACCESS test. (Grades K-12 only).

English Learners (EL)

- If a student is identified as EL = Yes when enrolled, an EL record will be created in SIS
- An EL record may be viewed and/or updated:
  - By a Home District
  - If the student has an active current School Year enrollment
- Rules changed for transitioning students out of EL based on ACCESS test results. The minimum overall composite proficiency level must be 4.8 or higher. If this requirement is met, the student's EL indicator should be 'No'.
- For additional EL information, please visit: https://www.isbe.net/Pages/English-Learners.aspx
- Identifying Erroneous EL records
  - Date EL Services Ended = Date EL Services Began
  - Reason for Ending EL Services = Erroneous

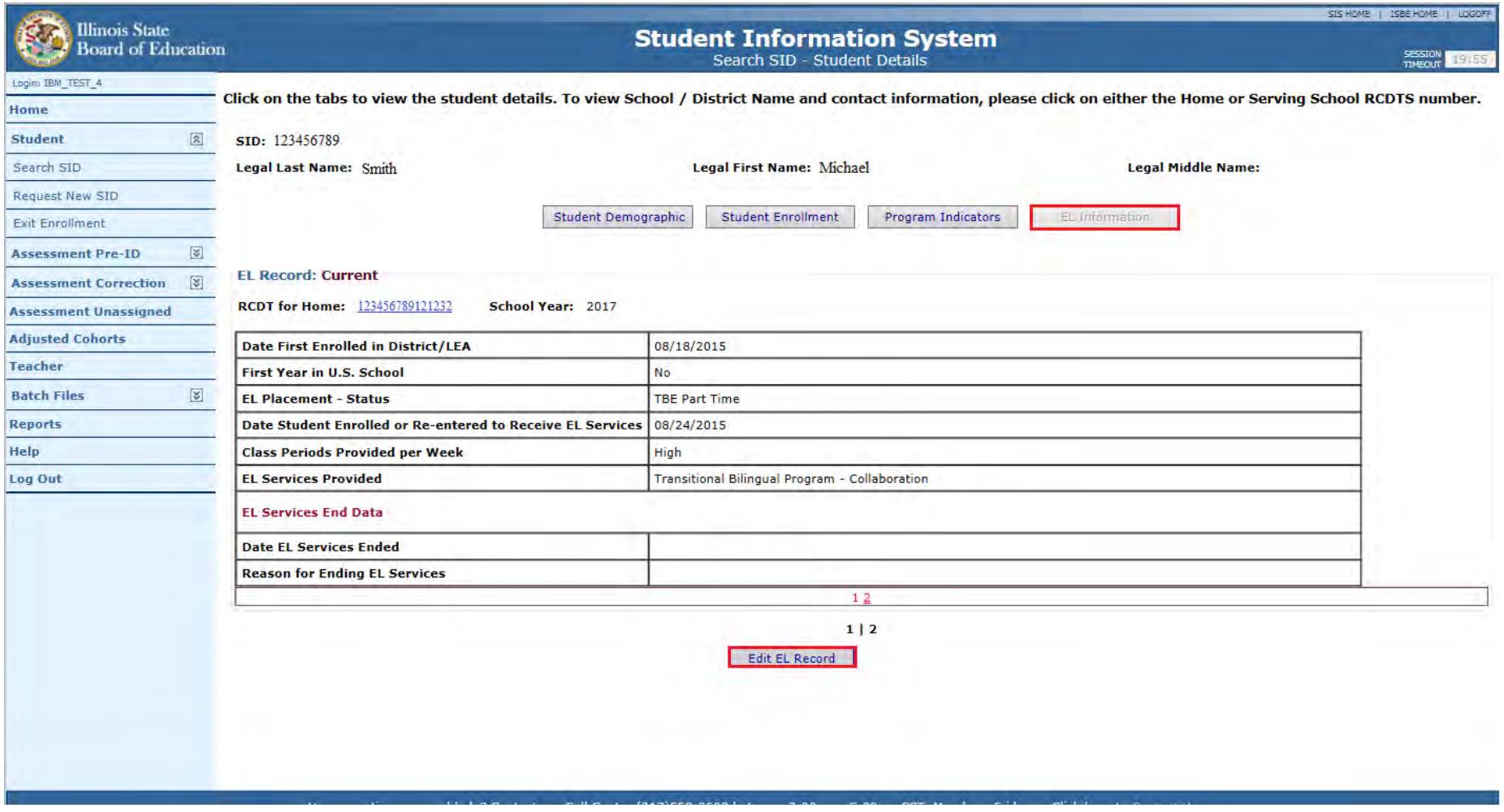
English Learners (EL)

- **Parents Refuse Services**
  - If a student is identified as having Limited English Proficiency and the parents refuse EL services:
    - The student's EL Indicator remains Yes
    - EL Placement-Entry Status = Parents Refused
    - Date Entered/Re-entered to Receive EL Services = Enrollment Date
    - Date and Reason EL Services Ended = Null (remain blank)

- **Parents Withdraw Student from Services**
  - If the student begins to receive EL services and the parents decide to have student withdrawn:
    - Parents withdraw the student while receiving EL Services (not the same as Parents Refused services)
    - The student's EL Indicator remains Yes
    - Date Entered/Re-entered to Receive EL Services = Enrollment Date
    - Date and Reason EL Services Ended = Date parents removed student from services
    - Reason for Ending Services = Withdrawn by Parents

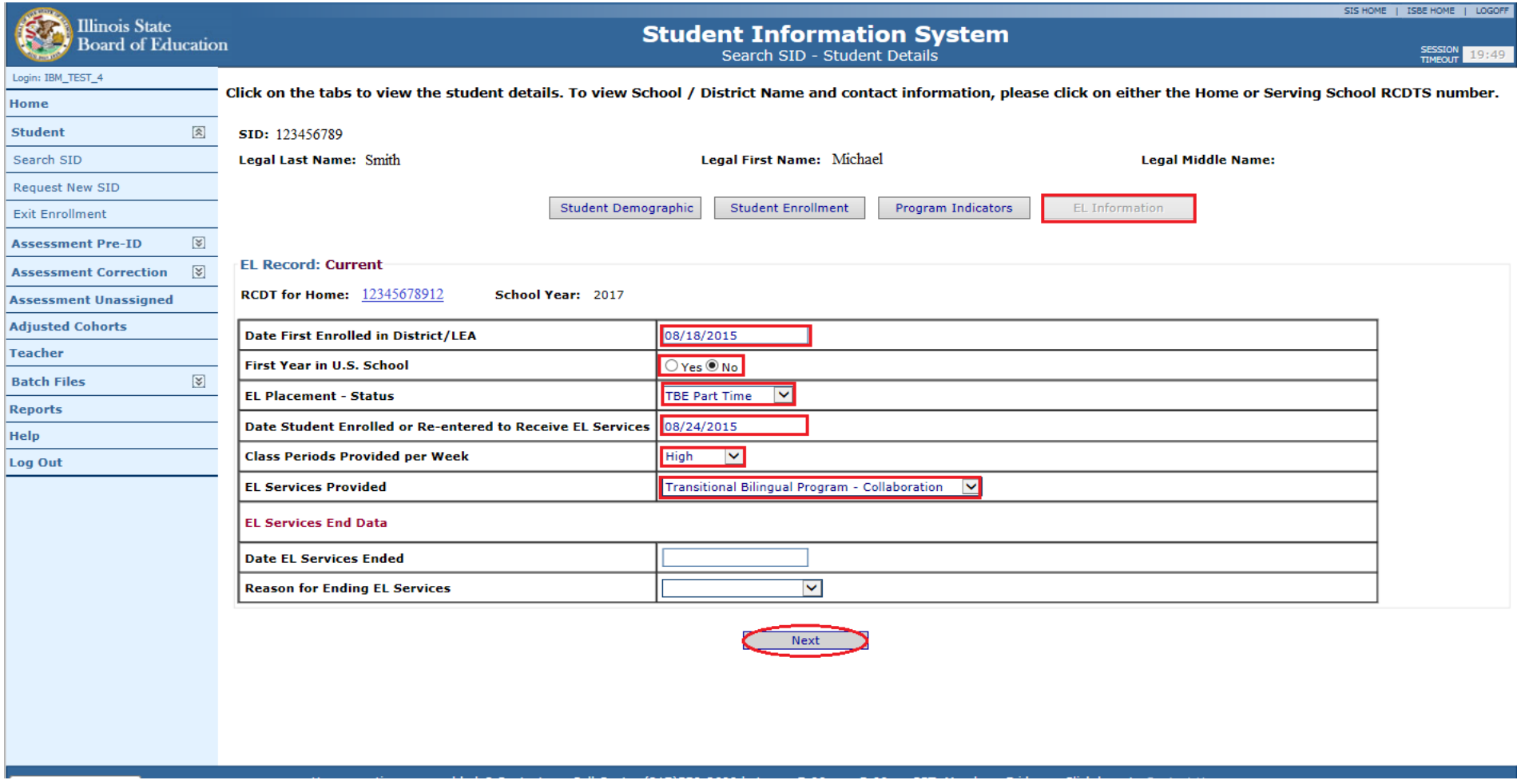
English Learners (EL)

- **EL – View**



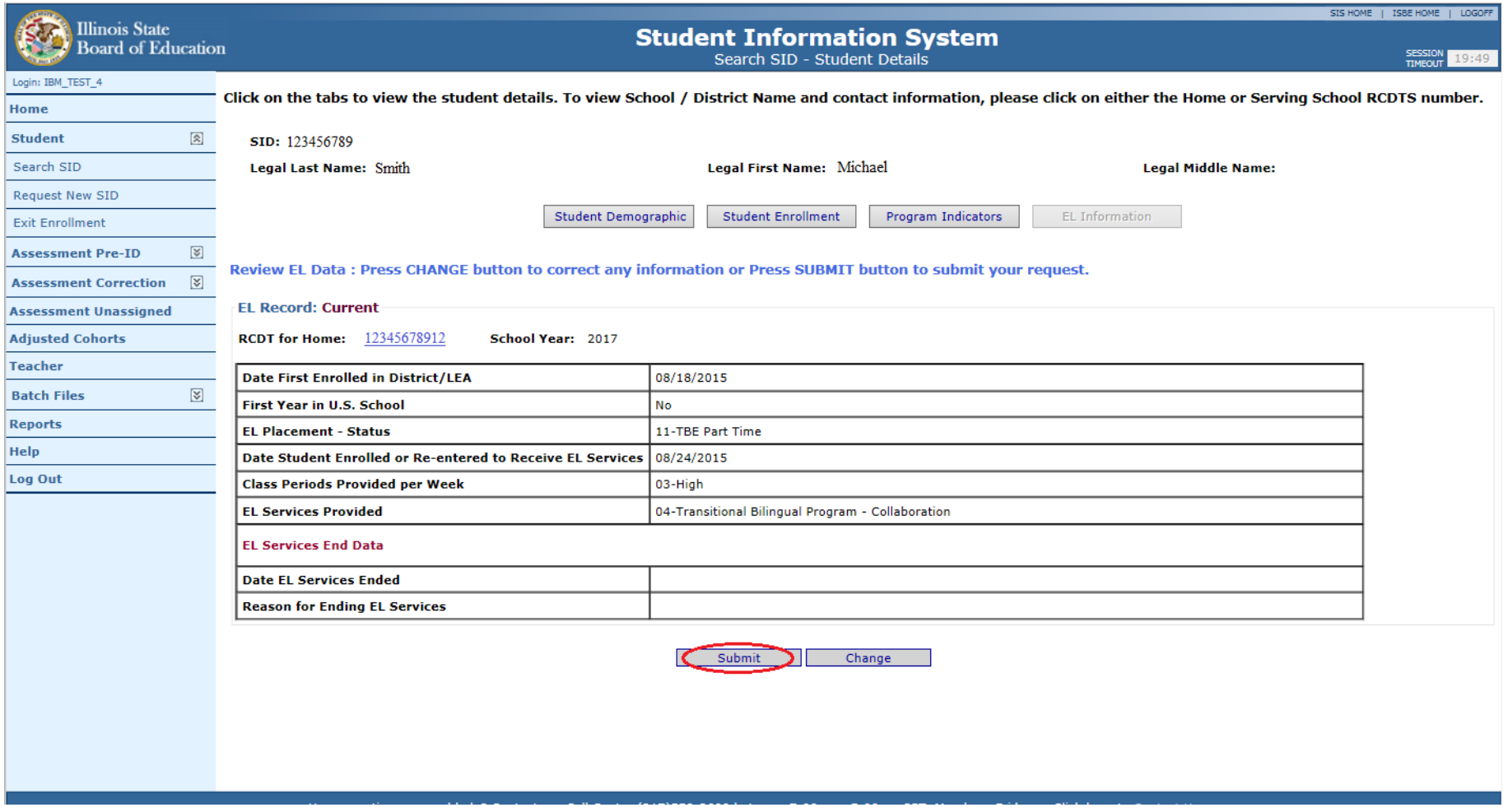
English Learners (EL)

- **EL – Edit**



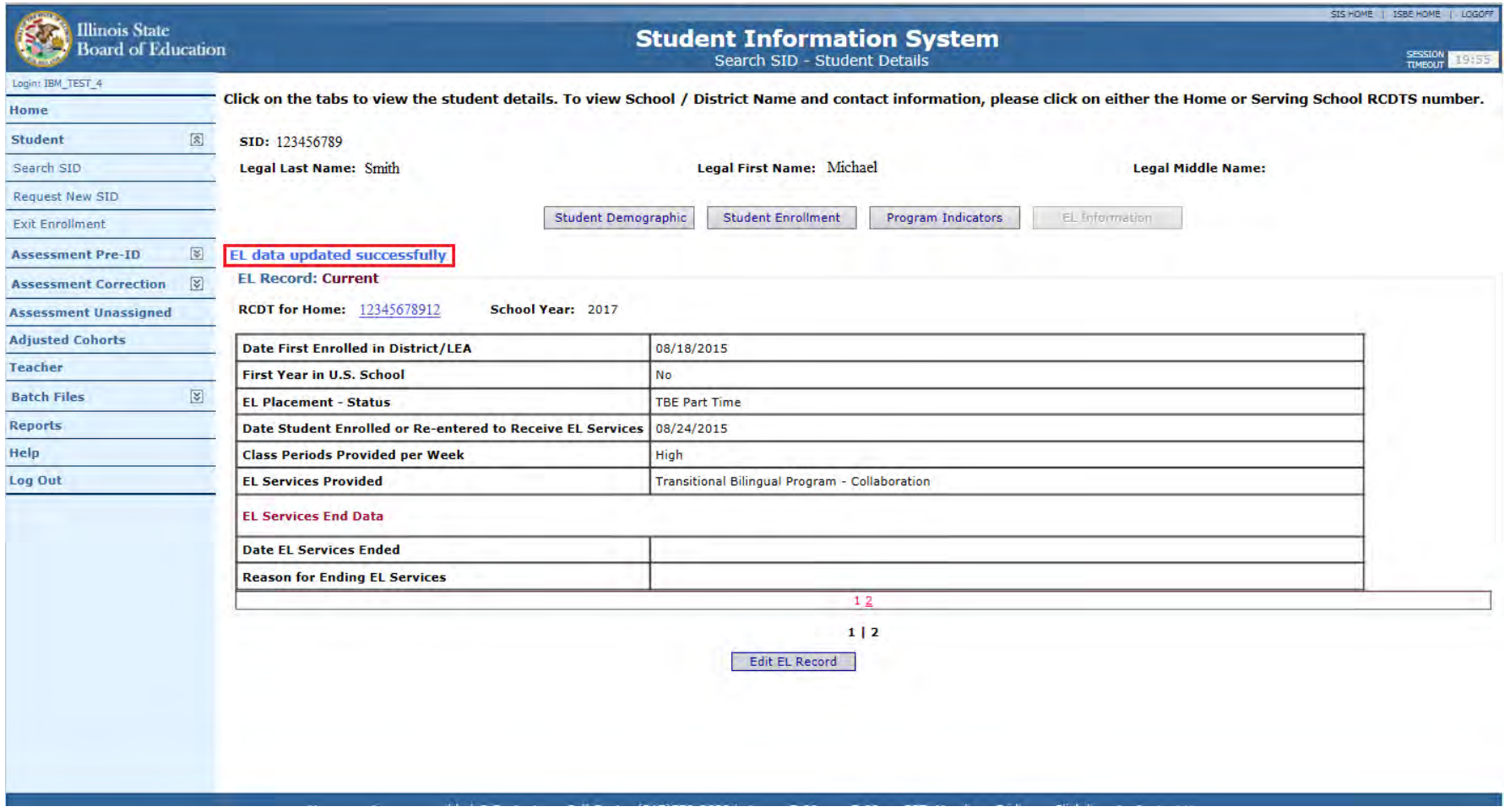
English Learners (EL)

- **EL - Review**



English Learners (EL)

- **EL – Update Successful**



English Learners (EL)

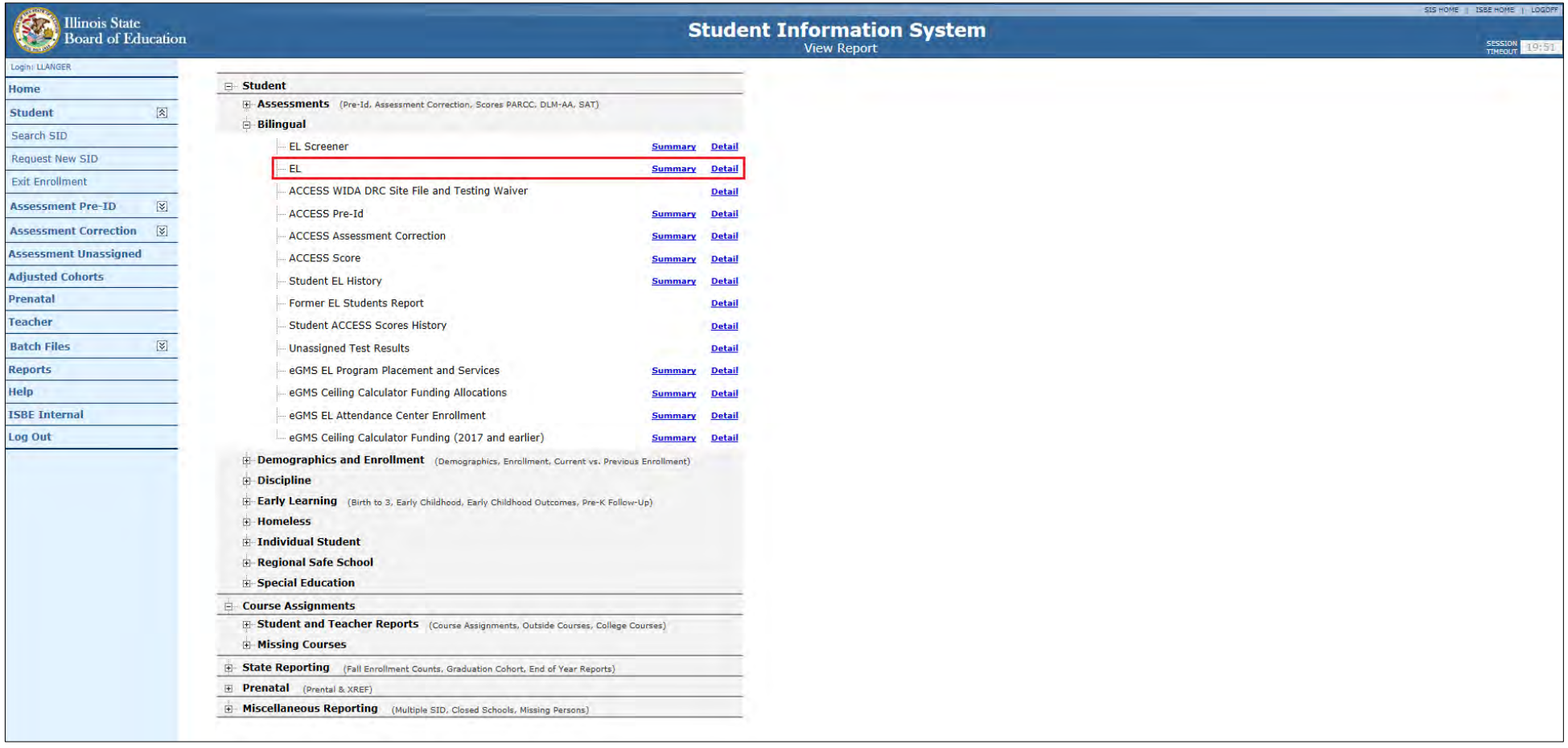
- EL Ceiling Calculator Funding Allocations - Due March 31, 2020
  - eGMS uses the EL data in SIS to allocate funding
  - SIS District Status Panel - Current Enrollment Data Completion Status*
    - ✓ EL data should be 100% complete

Current Enrollment Data Completion Status*

Collection	Total Required	Complete	% Complete
Prenatal	0	0	-
Birth To 3	1	0	0%
Birth To 3 Caregiver Demographics	1	0	0%
Early Childhood Outcomes(ECO) Entry	24	15	62%
Early Childhood Outcomes(ECO) Progress	13	0	0%
English Learners (EL)	51	49	96%
EL Screener	15	14	93%
Homeless	300	275	91%
Eligible for Immigrant Student Program	580	575	99%
Student Address for NEW IEP students	732	725	99%
Regional Safe Schools Program (RSSP)	11	8	72%
Student Discipline	NA	0	NA
Secondary Courses Missing Final Letter Grade	8029	0	0%

English Learners (EL)

- **EL Report – SIS Reports**



English Learners (EL)

- **EL - Summary Report**

1/25/2018 10:05 am

EL (Summary)

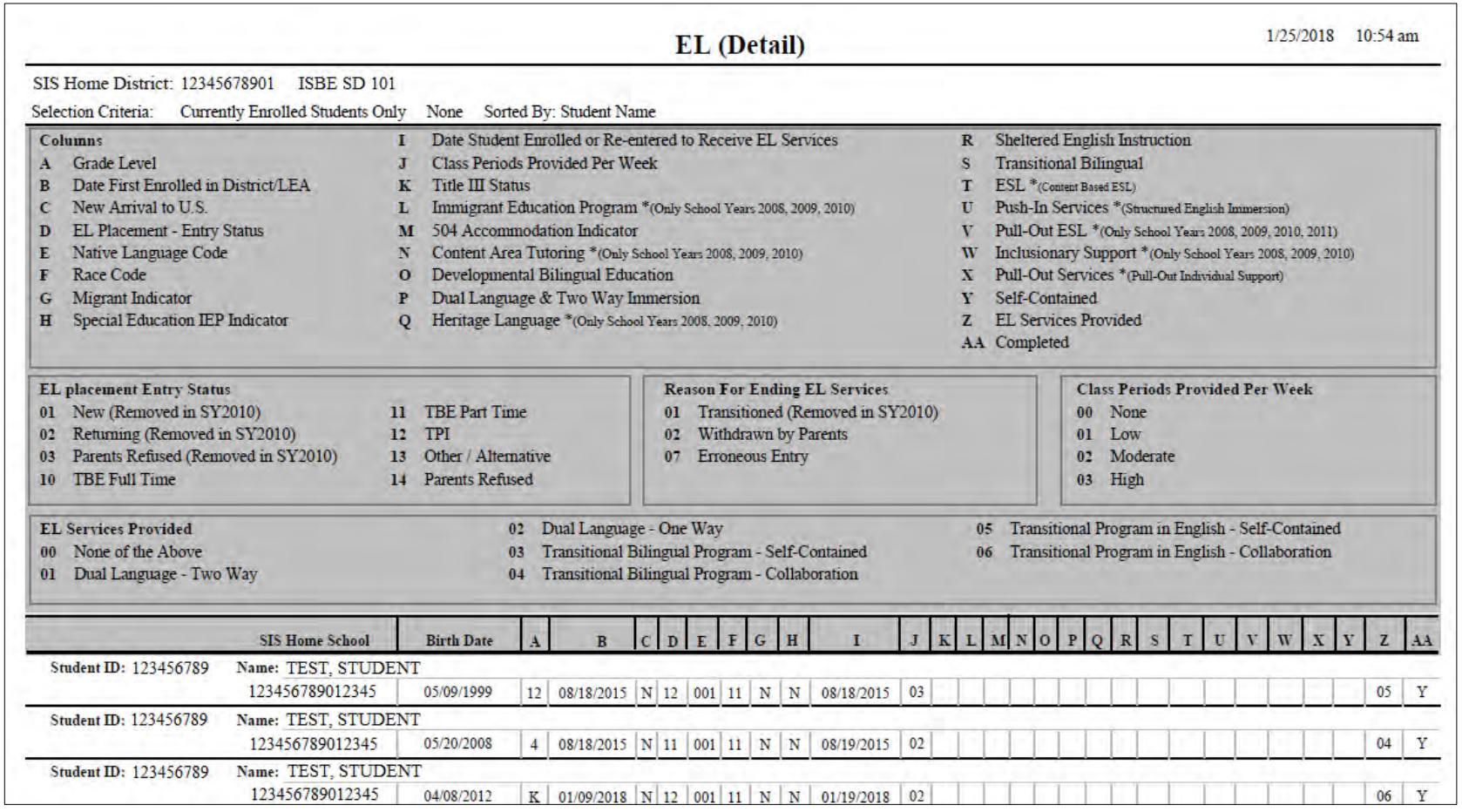
SIS Home District: 12345678901 ISBE SD 101

Selection Criteria: Currently Enrolled Students Only None

Grade: All	Total
Total Students:	43
Grade Level: Kindergarten	5
Grade Level: 1 - Grade 1	6
Grade Level: 2 - Grade 2	5
Grade Level: 3 - Grade 3	8
Grade Level: 4 - Grade 4	6
Grade Level: 5 - Grade 5	2
Grade Level: 6 - Grade 6	2
Grade Level: 7 - Grade 7	4
Grade Level: 9 - Grade 9	1
Grade Level: 10 - Grade 10	2
Grade Level: 12 - Grade 12	2
New Arrival To U.S.: Yes	1
New Arrival To U.S.: No	42
New Arrival To U.S.: Not Provided	0
EL Placement - Entry Status: TBE Part Time (11)	21
EL Placement - Entry Status: TPI (12)	19
EL Placement - Entry Status: Parents Refused (14)	3
Reason Services Ended: Not Exited (--)	43

English Learners (EL)

- **EL - Detail Report**



EL (Detail) 1/25/2018 10:54 am

SIS Home District: 12345678901 ISBE SD 101

Selection Criteria: Currently Enrolled Students Only None Sorted By: Student Name

Columns

A Grade Level
B Date First Enrolled in District/LEA
C New Arrival to U.S.
D EL Placement - Entry Status
E Native Language Code
F Race Code
G Migrant Indicator
H Special Education IEP Indicator
I Date Student Enrolled or Re-entered to Receive EL Services
J Class Periods Provided Per Week
K Title III Status
L Immigrant Education Program *(Only School Years 2008, 2009, 2010)
M 504 Accommodation Indicator
N Content Area Tutoring *(Only School Years 2008, 2009, 2010)
O Developmental Bilingual Education
P Dual Language & Two Way Immersion
Q Heritage Language *(Only School Years 2008, 2009, 2010)
R Sheltered English Instruction
S Transitional Bilingual
T ESL *(Content Based ESL)
U Push-In Services *(Structured English Immersion)
V Pull-Out ESL *(Only School Years 2008, 2009, 2010, 2011)
W Inclusionary Support *(Only School Years 2008, 2009, 2010)
X Pull-Out Services *(Pull-Out Individual Support)
Y Self-Contained
Z EL Services Provided
AA Completed

EL placement Entry Status

01 New (Removed in SY2010)
02 Returning (Removed in SY2010)
03 Parents Refused (Removed in SY2010)
10 TBE Full Time
11 TBE Part Time
12 TPI
13 Other / Alternative
14 Parents Refused

Reason For Ending EL Services

01 Transitioned (Removed in SY2010)
02 Withdrawn by Parents
07 Erroneous Entry

Class Periods Provided Per Week

00 None
01 Low
02 Moderate
03 High

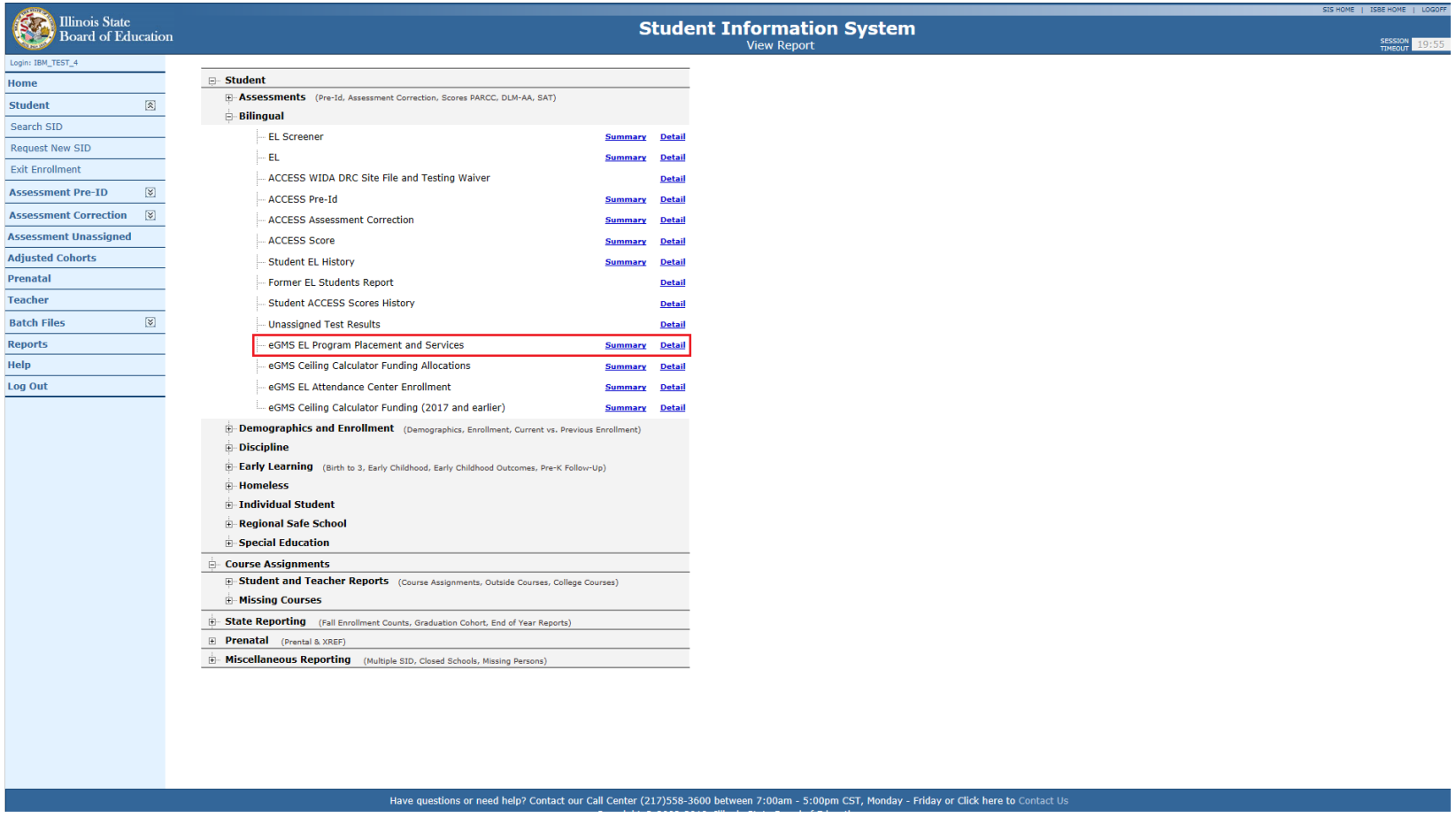
EL Services Provided

00 None of the Above
01 Dual Language - Two Way
02 Dual Language - One Way
03 Transitional Bilingual Program - Self-Contained
04 Transitional Bilingual Program - Collaboration
05 Transitional Program in English - Self-Contained
06 Transitional Program in English - Collaboration

	SIS Home School	Birth Date	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA
Student ID: 123456789	Name: TEST, STUDENT																												
	123456789012345	05/09/1999	12	08/18/2015	N	12	001	11	N	N	08/18/2015	03																05	Y
Student ID: 123456789	Name: TEST, STUDENT																												
	123456789012345	05/20/2008	4	08/18/2015	N	11	001	11	N	N	08/19/2015	02																04	Y
Student ID: 123456789	Name: TEST, STUDENT																												
	123456789012345	04/08/2012	K	01/09/2018	N	12	001	11	N	N	01/19/2018	02																06	Y

English Learners (EL)

- **eGMS EL Program Placement and Services Reports**



English Learners (EL)

- **eGMS EL Program Placement and Services – Summary Report**

2019 eGMS EL Program Placement and Services (Summary)

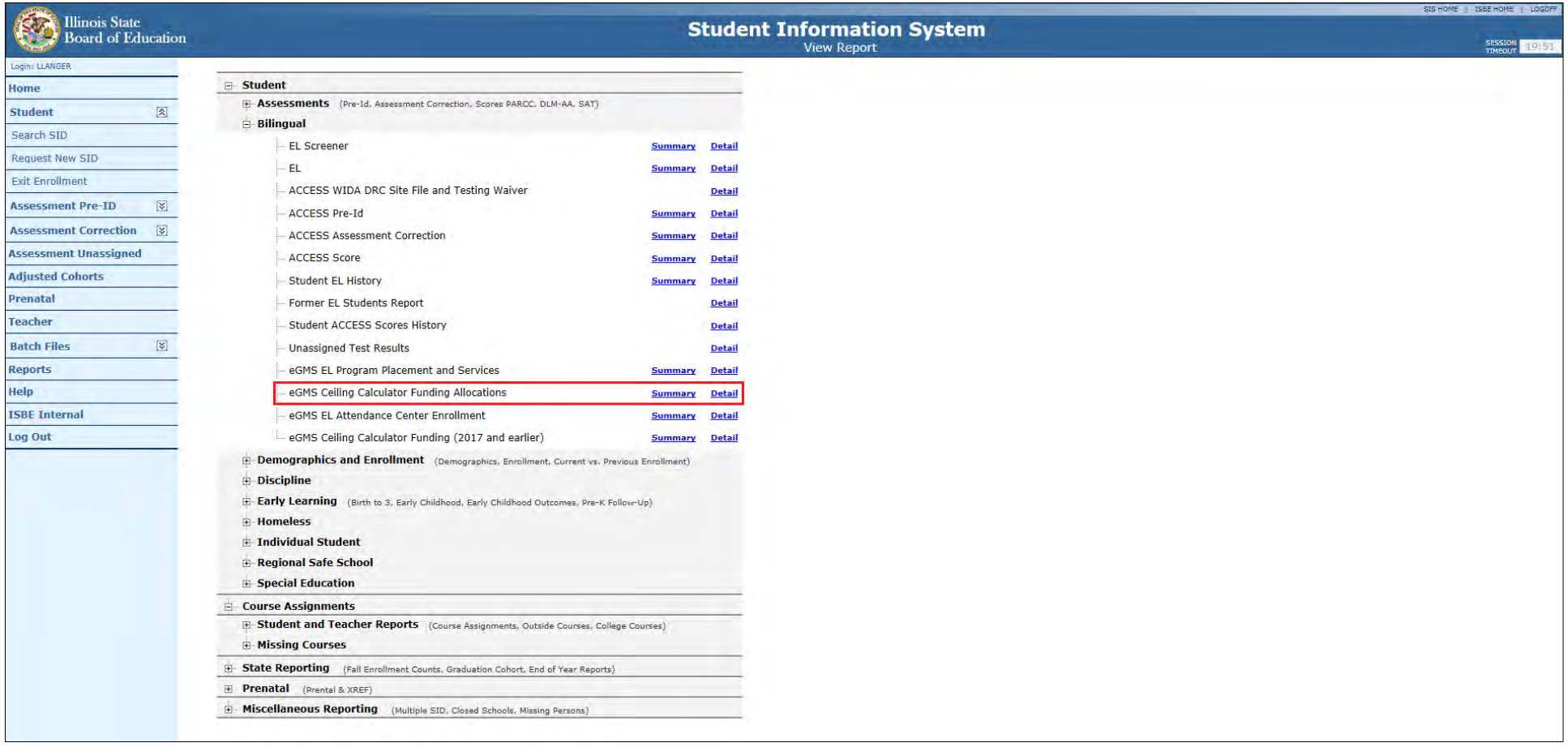
SIS Serving District: 12345678901 ISBE SD 101

Selection Criteria: Currently Enrolled Students Only None Sorted By: Grade

Attendance Center	Language	Grade	EL Placement Status	Class Periods Provided Per Week	Student Count
SIS ELEMENTARY SCHOOL	Spanish	K	TPI	Moderate	5
SIS ELEMENTARY SCHOOL	Spanish	1	TBE Part Time	Moderate	3
SIS ELEMENTARY SCHOOL	Spanish	1	TBE Part Time	High	1
SIS ELEMENTARY SCHOOL	Spanish	1	TPI	Low	1
SIS ELEMENTARY SCHOOL	Spanish	1	TPI	Moderate	1
SIS ELEMENTARY SCHOOL	Spanish	2	TBE Part Time	Moderate	3
SIS ELEMENTARY SCHOOL	Spanish	2	TPI	Moderate	1
SIS ELEMENTARY SCHOOL	Spanish	2	TPI	Low	1
SIS ELEMENTARY SCHOOL	Spanish	3	TBE Part Time	Moderate	6
SIS ELEMENTARY SCHOOL	Spanish	3	TPI	Moderate	2
SIS ELEMENTARY SCHOOL	Spanish	4	TBE Part Time	Moderate	6
SIS MIDDLE SCHOOL	Spanish	5	TBE Part Time	High	2
SIS MIDDLE SCHOOL	Spanish	6	TPI	Moderate	2
SIS MIDDLE SCHOOL	Spanish	7	TPI	Moderate	2
SIS MIDDLE SCHOOL	Spanish	7	Parents Refused	None	2
SIS HIGH SCHOOL	Spanish	9	TPI	High	1
SIS HIGH SCHOOL	Spanish	10	TPI	High	1
SIS HIGH SCHOOL	Spanish	10	Parents Refused	None	1
SIS HIGH SCHOOL	Spanish	12	TPI	Low	1
SIS HIGH SCHOOL	Spanish	12	TPI	High	1

English Learners (EL)

- **eGMS Ceiling Calculator Funding Allocations Reports**



English Learners (EL)

- **eGMS Ceiling Calculator Funding Allocation - Detail Report**

2019 eGMS Ceiling Calculator Funding Allocation (Detail)

SIS Serving District: 12345678901 ISBE SD 101

Selection Criteria: Currently Enrolled Students Only Sorted By: Student Name

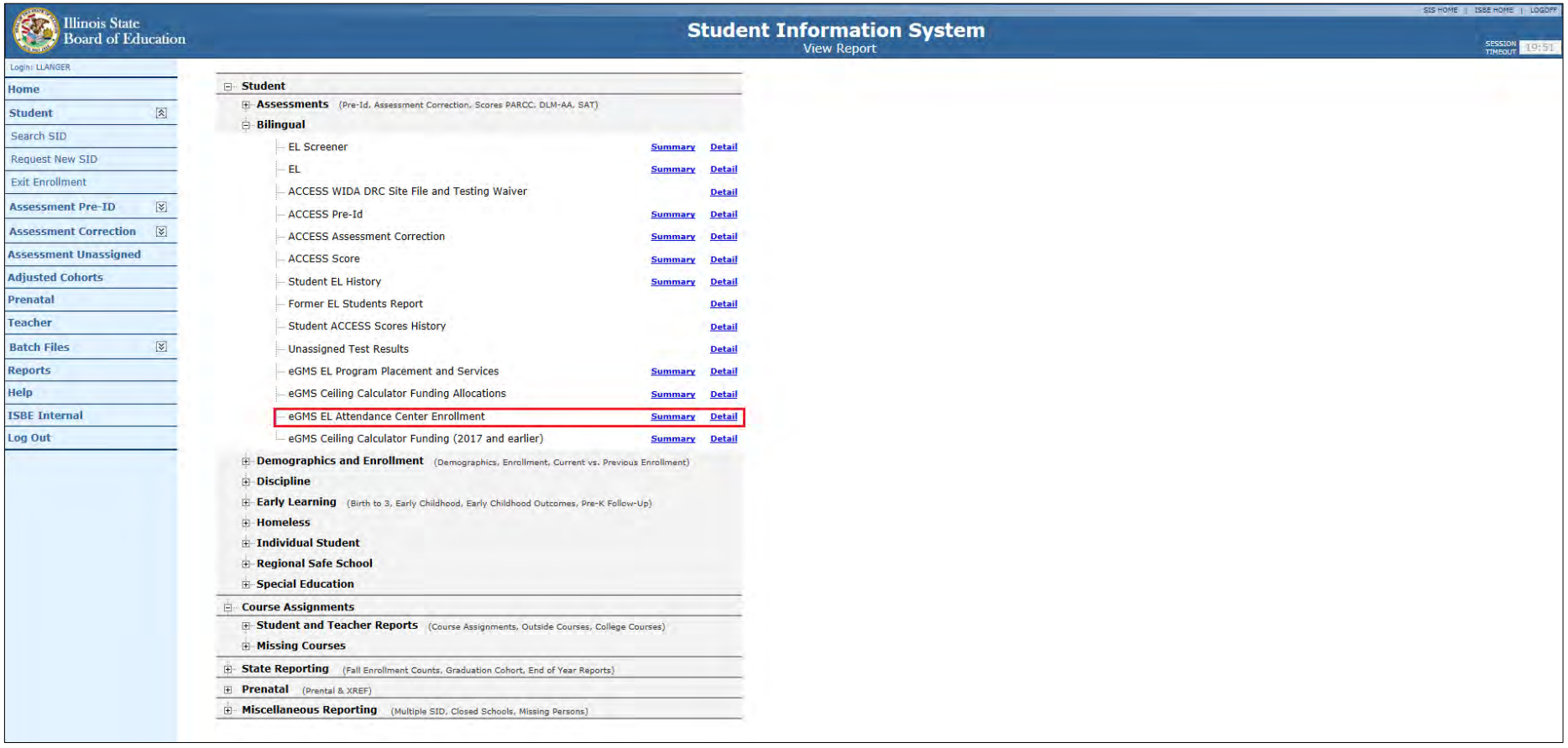
Columns					
	A	Grade Level	B Native Language Code	C Race Code	
	D	EL Placement Status:	10-TBE Full Time 11-TBE Part Time 12-TPI	13-Other/Alternative	14-Parents Refused
	E	Class Periods Per Week:	00-None 01-Low	02-Moderate 03-High	

Projected Allocations - actual allocations may be pro-rated and participants will receive notice through IWAS.

Student ID	Name	Attendance Center	Birth Date	A	B	C	D	E	LIEPs
123456789	TEST, STUDENT	123456789012345	05/09/1999	12	001	11	12	03	$100.00
123456789	TEST, STUDENT	123456789012345	05/20/2008	4	001	11	11	02	$100.00
123456789	TEST, STUDENT	123456789012345	04/08/2012	K	001	11	12	02	$100.00
123456789	TEST, STUDENT	123456789012345	07/15/2011	1	001	11	11	03	$100.00
123456789	TEST, STUDENT	123456789012345	03/27/2008	4	001	11	11	02	$100.00
123456789	TEST, STUDENT	123456789012345	05/12/2006	6	001	11	12	02	$100.00
123456789	TEST, STUDENT	123456789012345	09/10/1999	12	001	11	12	01	$100.00
123456789	TEST, STUDENT	123456789012345	10/13/2009	2	001	11	11	02	$100.00

English Learners (EL)

- **eGMS EL Attendance Center Enrollment Reports**



English Learners (EL)

- **eGMS EL Attendance Center Enrollment - Detail Report**

2019 eGMS EL Attendance Center Enrollment (Detail)

1/25/2018 11:17 am

SIS Serving District: 12345678901 ISBE SD 101

Selection Criteria: Currently Enrolled Students Only EL Entry Type: ALL

500821890220043 East St Louis Senior High School Attendance Center

		Current Enrollment By Grade Level														Class Periods Per Week				
TPI		PreK	K	1	2	3	4	5	6	7	8	9	10	11	12	Total	None	Low	Med	High	Total
	Spanish	0	0	0	0	0	0	0	0	0	0	1	1	0	2	4	0	1	0	3	4
	Entry Status Totals	0	0	0	0	0	0	0	0	0	0	1	1	0	2	4	0	1	0	3	4

		Current Enrollment By Grade Level														Class Periods Per Week				
Parents Refused		PreK	K	1	2	3	4	5	6	7	8	9	10	11	12	Total	None	Low	Med	High	Total
	Spanish	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	1	0	0	0	1
	Entry Status Totals	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	1	0	0	0	1
	School Totals	0	0	0	0	0	0	0	0	0	0	1	2	0	2	5	1	1	0	3	5

Illinois State Board of Education

SAT/PSAT Correction/Scores

SIS School Year at a Glance

- **March 3, 2020**
  - Last Day of ACCESS Testing
- **March 4, 2020**
  - First Day of ACCESS Correction Window (No Test Results)
- **March 11, 2020**
  - DLM-AA Testing – Earliest Start Date
- **March 31, 2020 by 4:00 p.m.**
  - EL Data due for the Population of the eGMS Ceiling Calculator
- **April 14, 2020**
  - SAT Initial Test Date
- **April 14, 15, or 16, 2020**
  - PSAT 8/9 and 10 Initial Test Date
- **April 15, 2020**

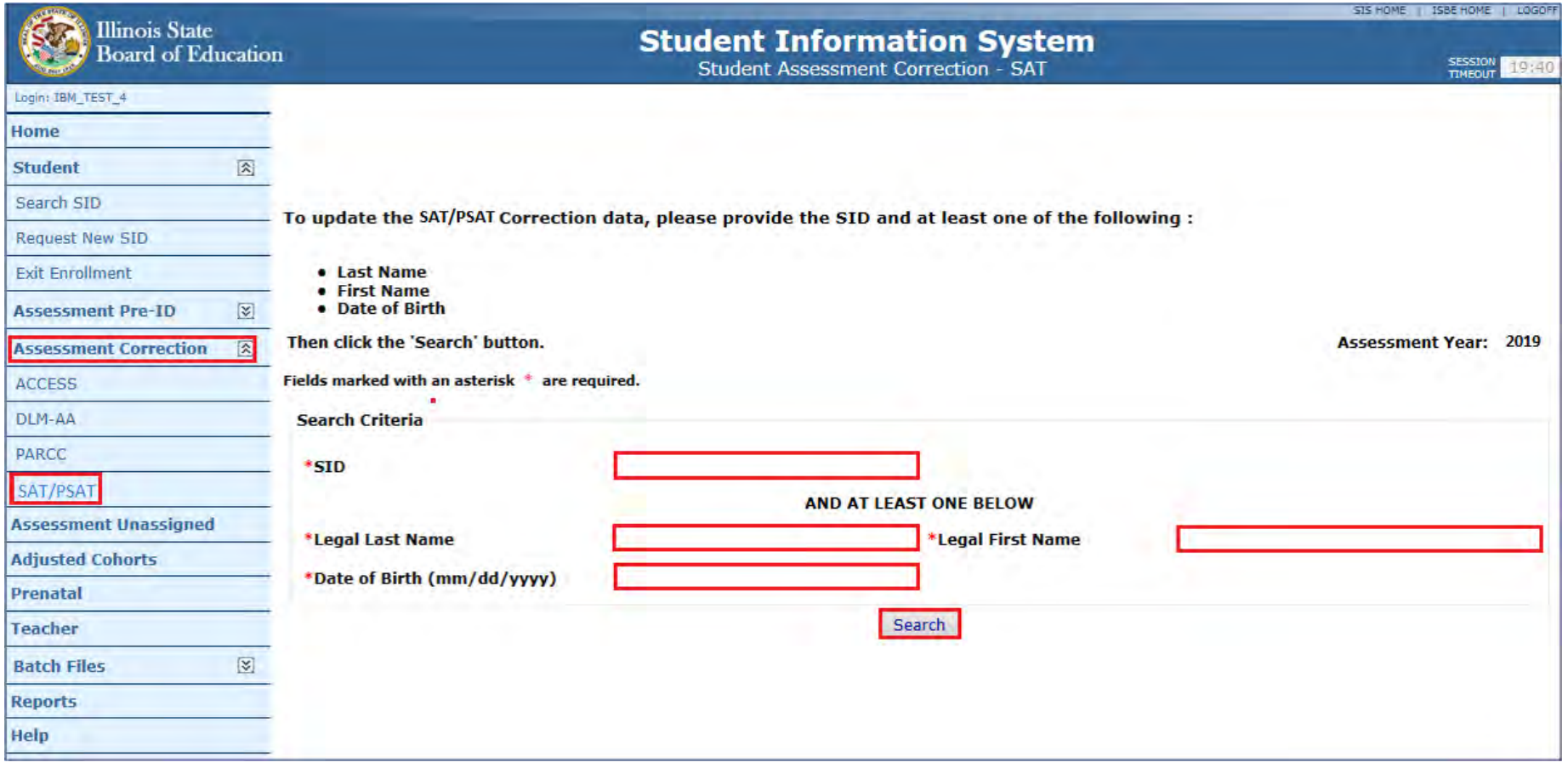
  First Day of SAT/PSAT Correction Window (No Test Results)

SAT/PSAT Correction/Scores

- The SAT Assessment Correction window will begin for all schools on April 15, 2020.
- The PSAT Assessment Correction window will begin after the initial test date on April 15, 16, or 17, 2020.
- During the Assessment Correction window, review all student data, including indicators, and add any Reason for No Valid Test Attempt codes as needed, based on local records.

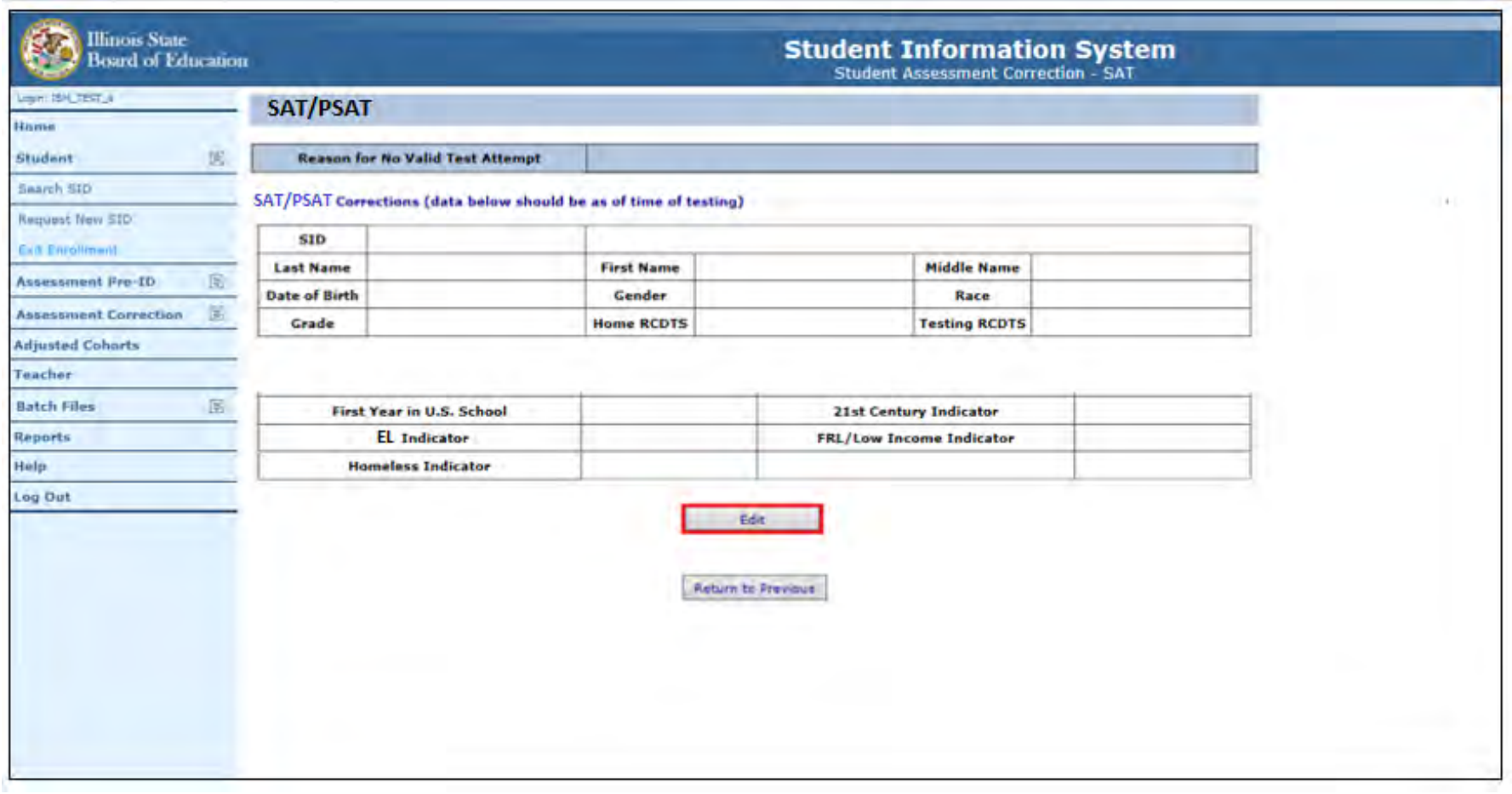
SAT, PSAT 10 & PSAT 8/9 Correction

- **SAT/PSAT Correction Screens – Edit**



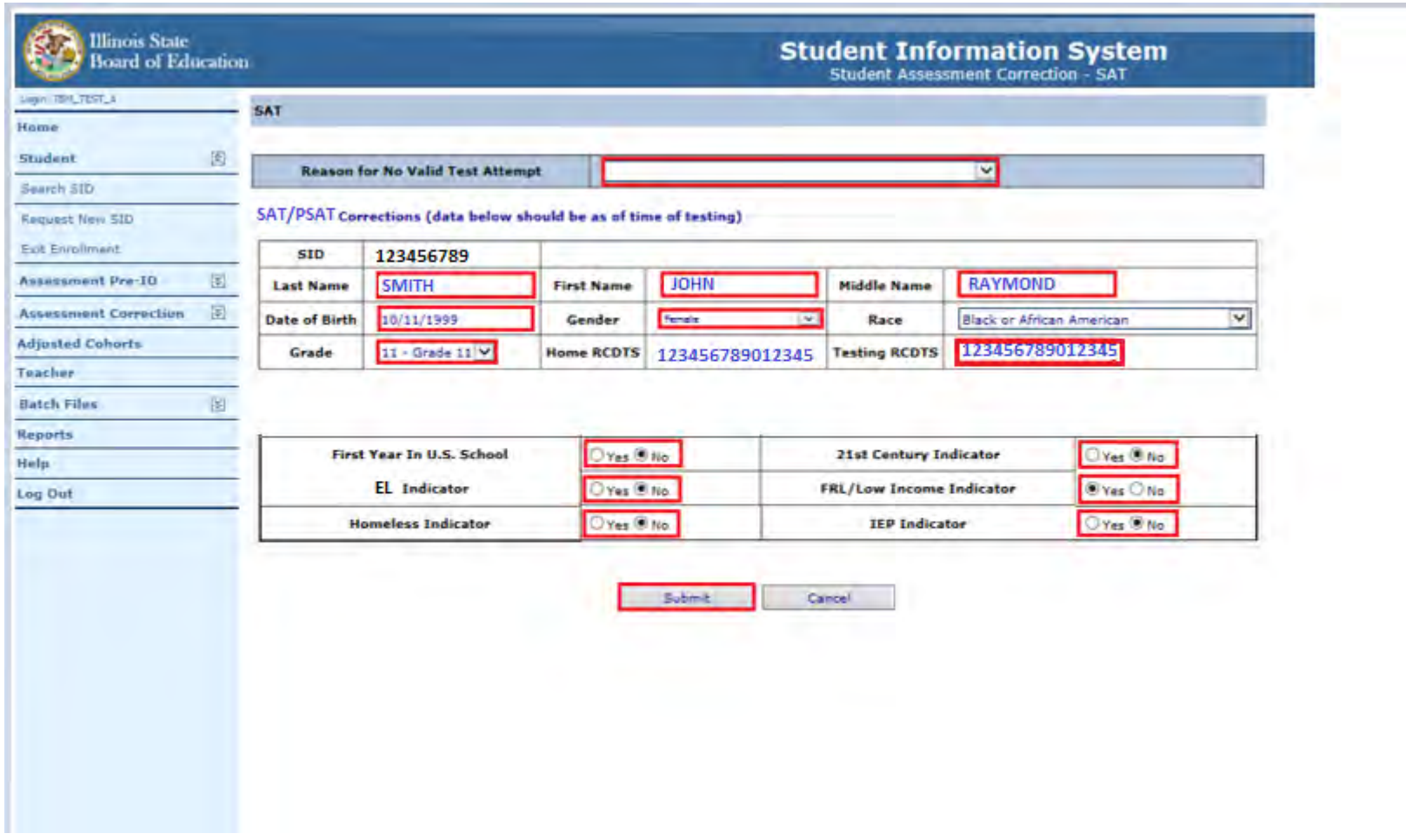
SAT, PSAT 10 & PSAT 8/9 Correction

- **SAT/PSAT Correction Screens – View**



SAT, PSAT 10 & PSAT 8/9 Correction

- **SAT/PSAT Correction Screens**



SAT, PSAT 10 & PSAT 8/9 Correction

- **SAT/PSAT Correction Report**

2019 SAT/PSAT Assessment Correction (Detail)

Assessment Home District: 12345678901 ISBE SD 101

Selection Criteria: None Sorted By: Reason for No Valid test Attempt, Student Name

Columns: * = Defined below

A	Test Format* (O=Online or P=Paper)	G	Migrant Indicator	M	SIS Exit Code*
B	Gender	H	Homeless Indicator	N	Reason for No Valid Test Attempt*
C	Race/Ethnicity*	I	21st Century Indicator		
D	IDEA Services	J	First Year In U.S. School		
E	EL Indicator	K	SIS Entry Date*		
F	FRL/Low Income Indicator	L	SIS Exit Date*		

Test Format *	This field indicates the test format to be taken. The score file will indicate the actual test format taken.
SIS Entry Date*	This field indicates the student's entry date from the SIS enrollment file. This information is provided to assist in identifying a Reason for No Valid Test Attempt if the student did not test.
SIS Exit Date/SIS Exit Code*	These fields indicate the student's exit date and exit code from the SIS enrollment file. This information is provided to assist in identifying a Reason for No Valid Test Attempt if the student did not test. Exit codes are defined below.

Reason for No Valid Test Attempt *

01	Medically Exempt	07	Transferred Out Prior to Testing	17	Student Not Required to Participate in State Assessment
02	Homebound	08	Transferred In After Test Administration	18	PSS-SIS Use Only
03	In Jail/Locked Facility	09	Deceased	19	Reserved for Internal Use-SIS Use Only
04	Out of State/Country	10	Absent from Testing	20	Reserved for Internal Use-Multiple Scale Scores for Same Content Area
05	Not Enrolled	15	Refusal but Present to Test	21	Reserved for Internal Use-Multiple Records
06	Not In Valid Grade or Course	16	Part-Time Enrollment	22	Reserved for Internal Use-SIS Use Only

Reason for No Valid Test Attempt definitions can be found on the Student Information System web site (Data Elements).

SIS Exit Code *

02	Transfer to another public school within the district	07	Death	14	Aged Out
03	Transfer to Home Schooled	08	Expulsion	15	Certificate of Completion
04	Transfer to Private School	09	Dropped Out	16	Victim of a Violent Crime
05	Promotion	10	Transfer to GED Program	17	Change in Serving School or Full Time Equivalent (FTE)
06	Graduated with regular, advanced, International Baccalaureate, or other type of diploma	11	Moved, not known to be continuing	18	Moved Out of the United States
		12	Retained in same grade or demoted to a lower grade	19	Transfer to another public school district out of Illinois
				20	Transfer to another public school district in Illinois

Race/Ethnicity *

11 Hispanic or Latino 12 American Indian or Alaska Native 13 Asian 14 Black or African American 15 Native Hawaiian or Other Pacific Islander 16 White 17 Two or More Races

SAT, PSAT 10 & PSAT 8/9 Correction

Reason For No Valid Test Attempt:

- 01 - Medically Exempt
- 02 - Homebound
- 03 - In Jail/Locked Facility
- 04 - Out of State/Country
- 07 - Transferred Out Prior to Testing
- 08 - Transferred In After Test Administration
- 09 - Deceased
- 10 - Absent from Testing
- 15 - Refusal but Present to Test
- 16 - Part-Time Enrollment
- 18 - PSS-SIS Use Only
- 19 - Reserved for Internal Use-SIS Use Only
- 21 - Reserved for Internal Use Only-Scale Score for Content Area Exists in Another School
- 22 - Reserved for Internal Use-SIS Use Only
- 23 - Reserved for Internal Use-SIS Use Only (First Year in U.S. School)
- 25 - Reserved for Internal Use-Assessment Use Only (Grade 11 No Participation Credit)
- 50 - Reserved for Internal Use-SIS Use Only (Grade 12 Exempt-Programming)
- 51 - Reserved for Internal Use-Assessment Use Only (Grade 12 Exempt-SIS Evidence)
- 52 - Reserved for Internal Use-Assessment Use Only (Grade 12 Exempt-District Submission)
- 53 - Reserved for Internal Use-Assessment Use Only (Grade 12 No Participation Credit)
- 54 - Reserved for Internal Use-Assessment Use Only (Grade 12 Exempt-Other)

Link to complete RNVTA document: https://www.isbe.net/Documents/reason-no-valid-test-attmpt.pdf

Illinois State Board of Education

Spring Enrollment Counts

SIS School Year at a Glance

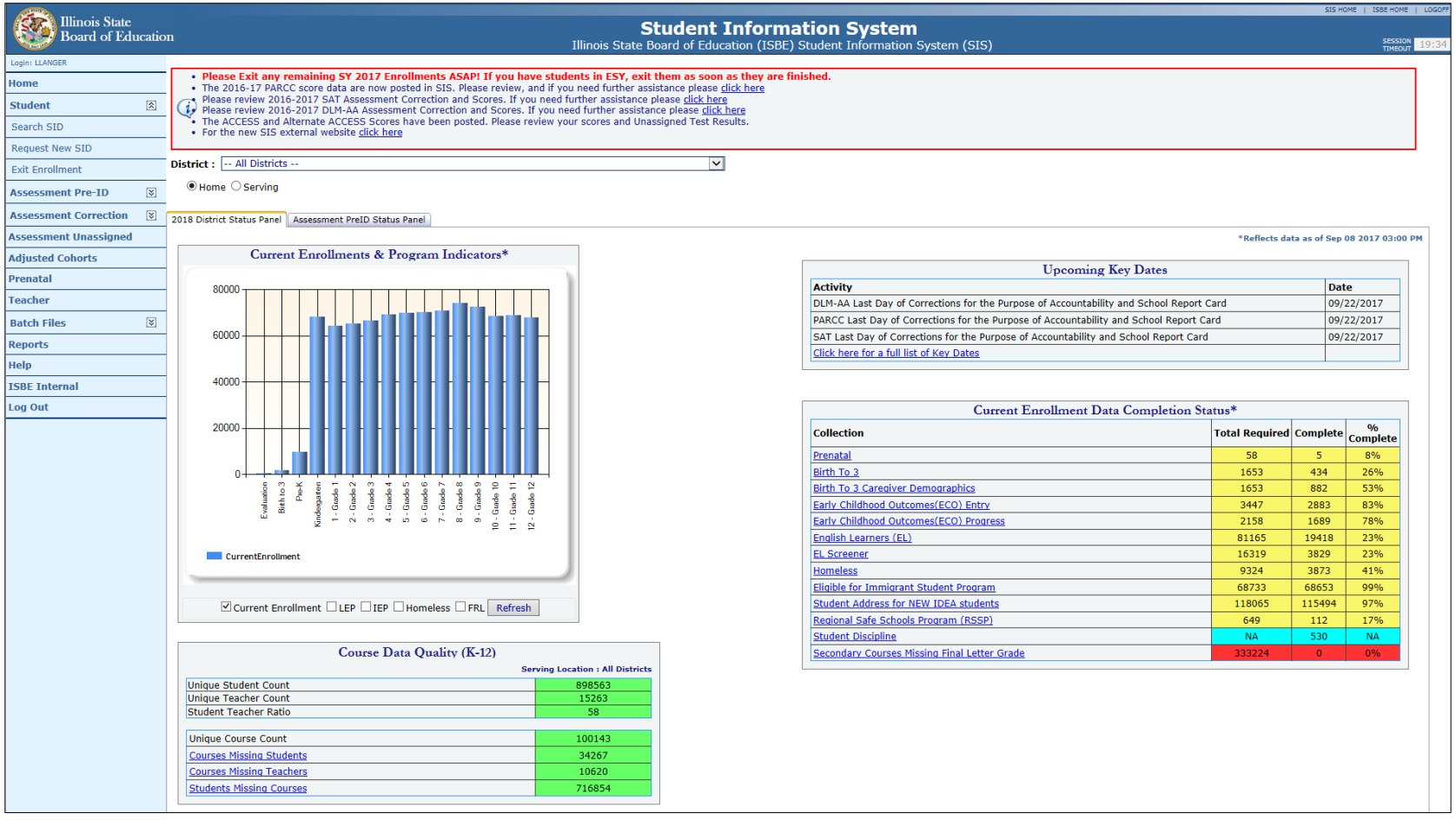
- **April 16, 2020**
  - **School Year 2020 Spring Enrollment Counts Deadline**
  - **504 Plan Submissions due**
- **Mid April, 2020**
  - **First Day of IAR Correction Window (No Test Results)**
- **May 6, 2020**
  - **DLM-AA Testing – Latest End Date**
- **May 7, 2020**
  - **First Day of DLM-AA Correction Window (No Test Results)**
  - **ACCESS Preliminary Scores Posted in SIS (T.B.A)**
- **May 22, 2020**
  - **Last Day of ACCESS Preliminary Data Review**

Spring Enrollment Counts

- **Enrollment Guidelines**
  - Submit Enrollment as soon as possible
    - Enrollment Date: The month, day, and year of the first FULL day the student was scheduled to receive educational services for a continuous period during the CURRENT school year, regardless of whether the student was in attendance or absent that day.
  - Exit Students as soon as they leave your district
    - Exit Date: The month, day, and year of the last FULL day the student was scheduled to receive educational services during the CURRENT school year, regardless of whether the student was in attendance or absent that day.
  - What reports should I review?
    - Student Demographic (Summary/Detail)

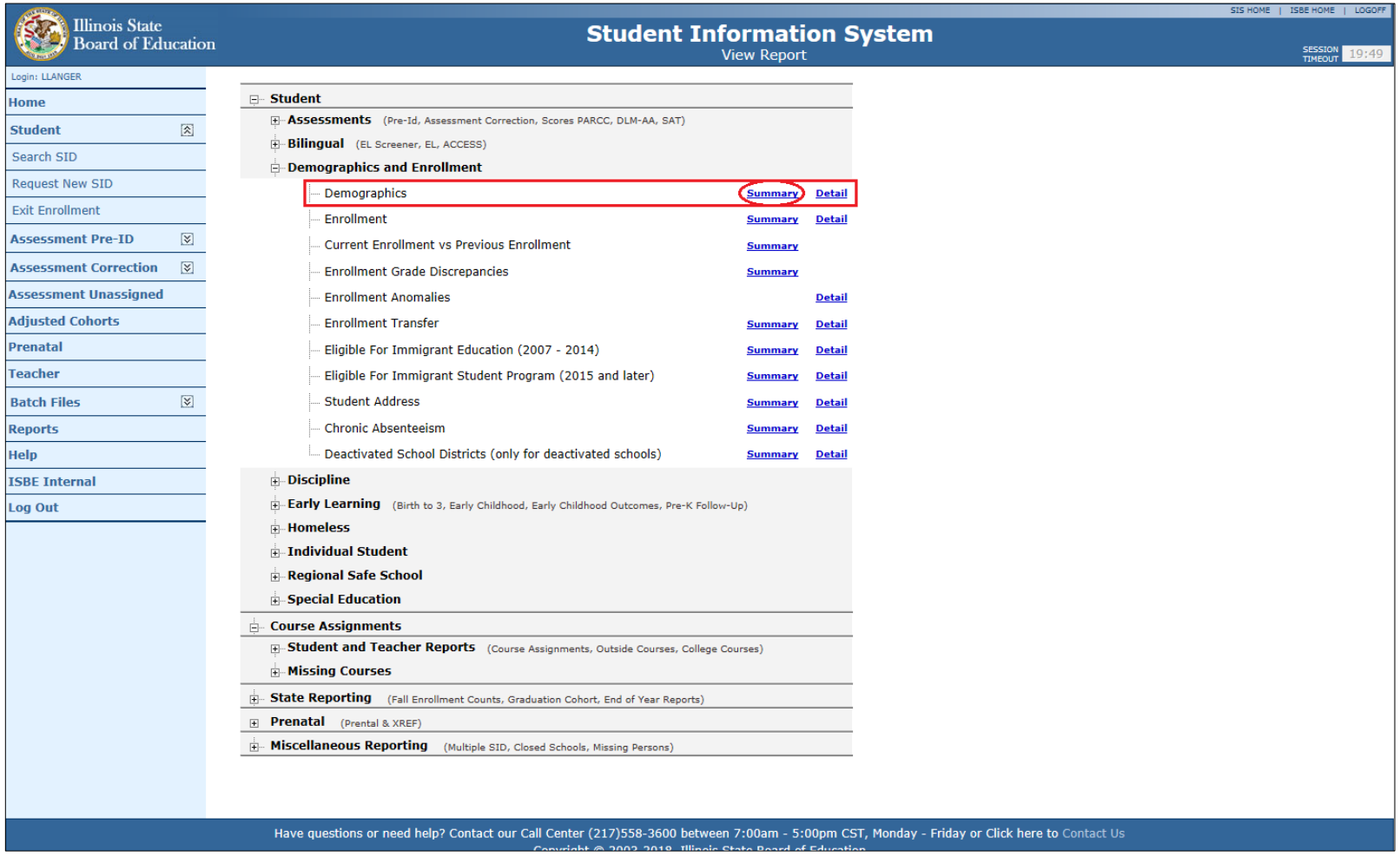
Spring Enrollment Counts

- **SIS Status Panel**



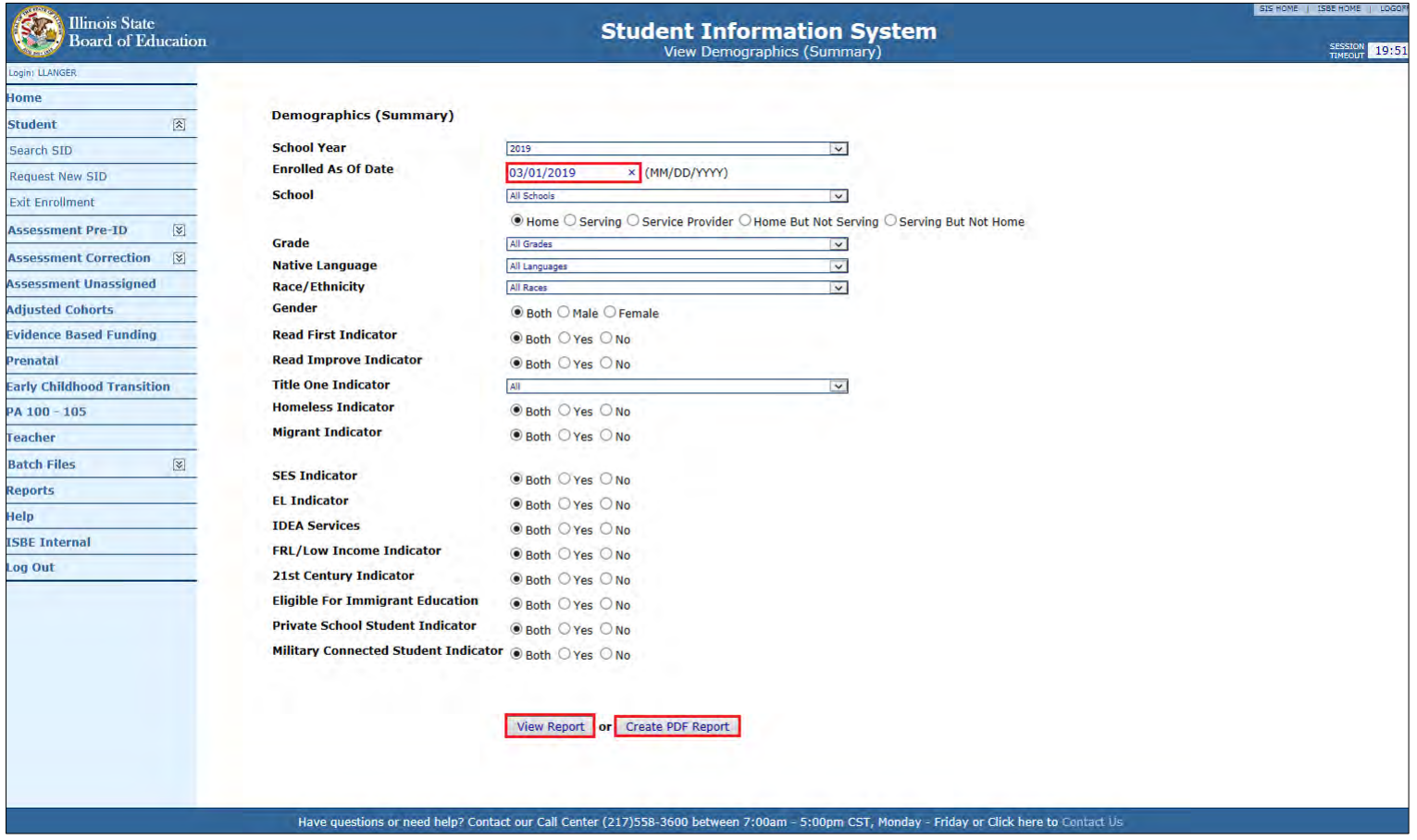
Spring Enrollment Counts

- **SIS Reports - Demographics (Summary)**



Spring Enrollment Counts

- **Demographics (Summary) – Criteria**
  - Enrolled As Of Date = 03/01/2020



Spring Enrollment Counts

- **Demographics Summary Report**

2019 Demographics (Summary)

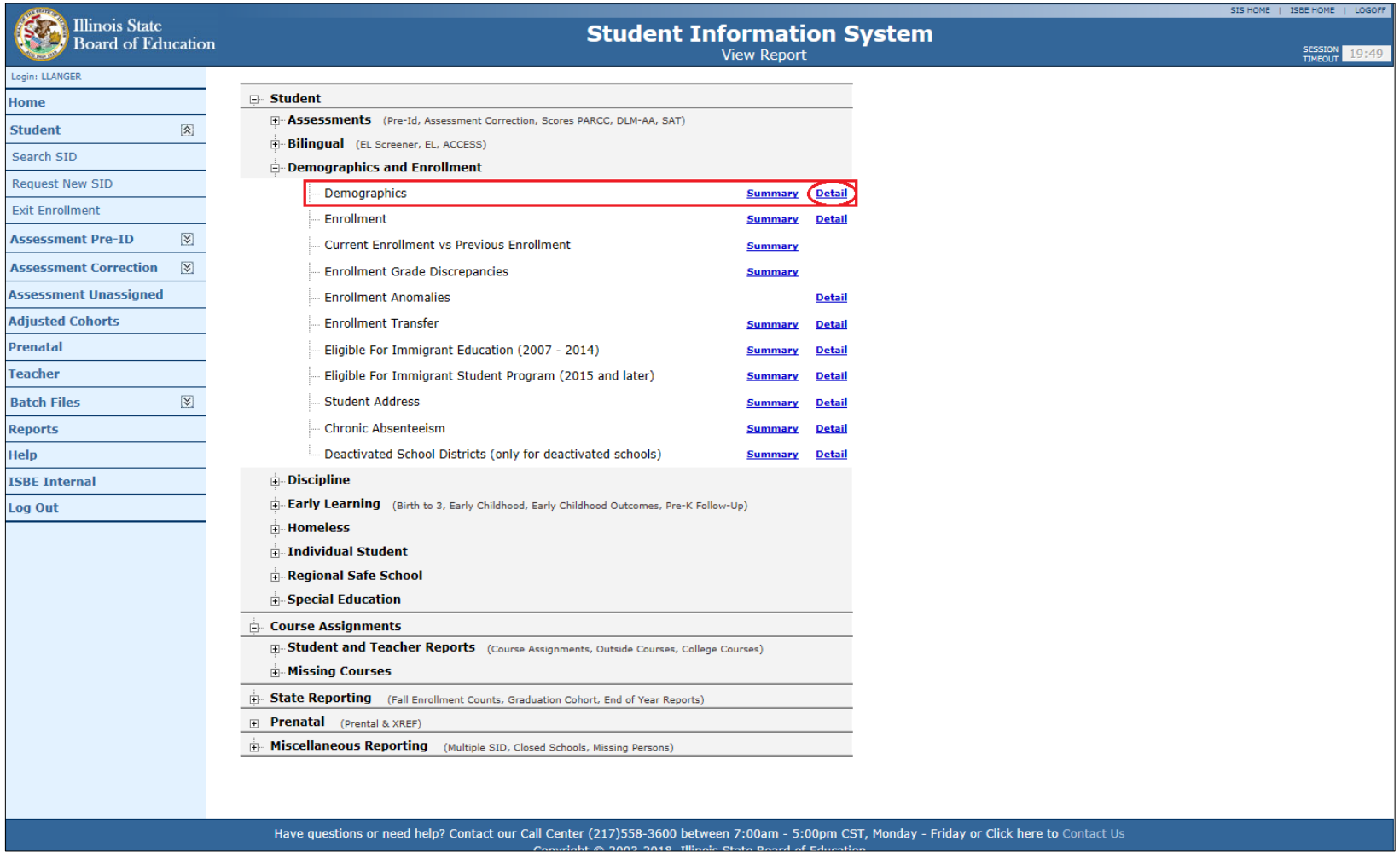
SIS Home District: 012345678912 ISBE Test District

Selection Criteria: Student Demographics = Current, Enrollments As Of = 03/01/2019

Grade Level: All	Total
Total Students:	467
Race: Black or African American	8
Race: Hispanic or Latino	15
Race: Two or More Races	6
Race: White	438
Native Language: Albanian/Gheg(Kosovo/Macedon)	1
Native Language: English	464
Native Language: Spanish	2
Home Language: Albanian/Gheg(Kosovo/Macedon)	1
Home Language: English	466
Gender: Male	236
Gender: Female	231
Reading First:	0

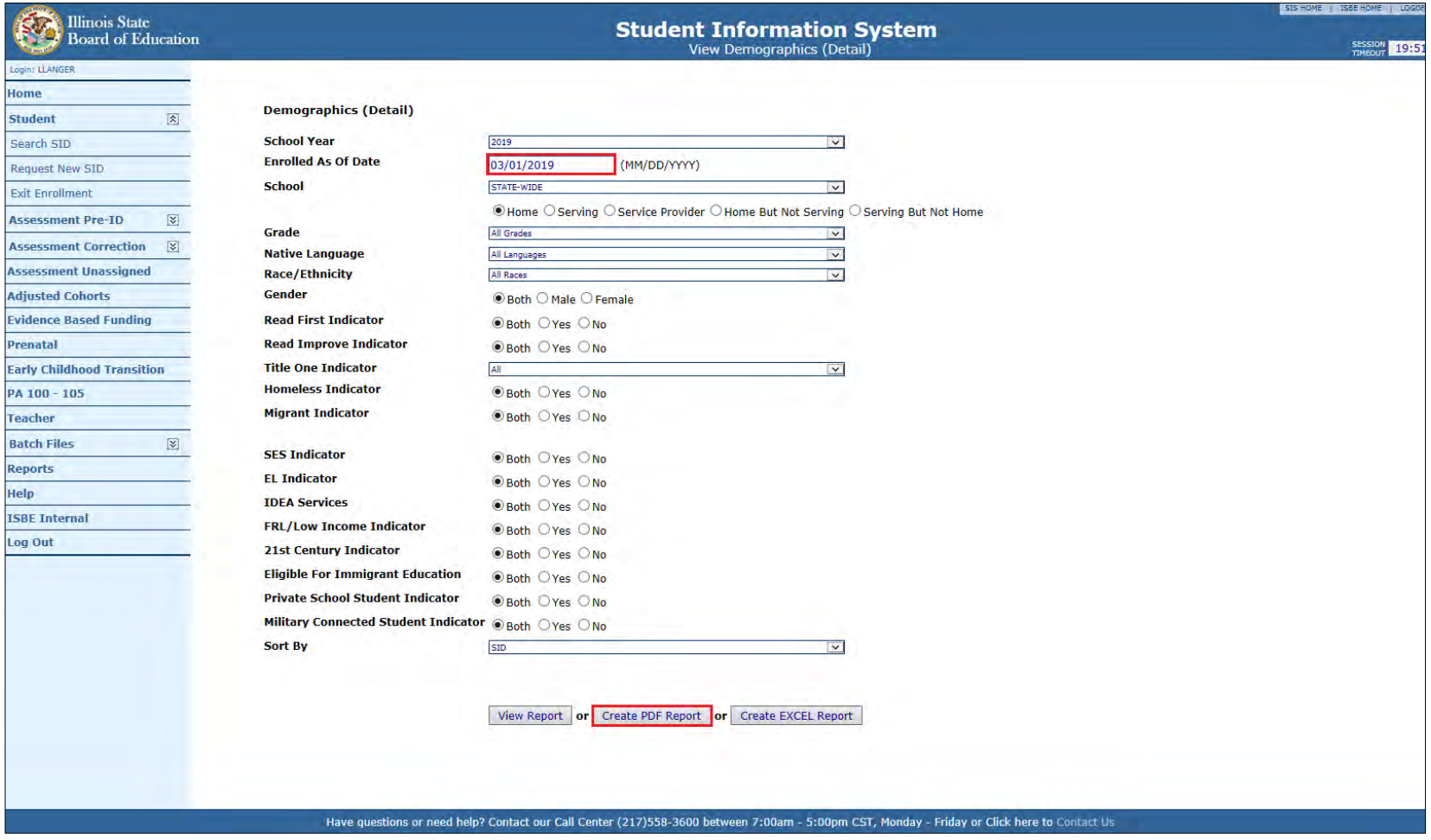
Spring Enrollment Counts

- **SIS Reports - Demographics (Detail)**



Spring Enrollment Counts

- **Demographics (Detail) - Criteria**



Spring Enrollment Counts

- **Demographics Detail Report**

2019 Demographics (Detail)

7/16/2019 10:56:36AM

SIS Home District: 123456789 ISBE SD 101

Selection Criteria: Student Demographics = Current, Enrollments As Of = 03/01/2019 Sorted By: Student ID

Columns

A	Gender	**D**	Enrollment Type Code *	**G**	Title One	**J**	Homeless	**L**	SES	**O**	FRL/Low Income	**R**	Private School
B	Race Code *	**E**	Reading First	**H**	Native Language Code *	**K**	Migrant	**M**	EL	**P**	21st Century	**S**	Military Connected
C	Grade Level	**F**	Reading Improvement	**I**	Home Language Code *			**N**	IDEA Services	**Q**	Eligible Immigrant Ed Prog		

Title One **11** SchoolWide Title I Program **12** Targeted Assistance Title I Program **13** Not a Participant in Title I Program

* Race, Enrollment Type, Native Language and Home Language Codes definitions can be found on the Student Information System web site.

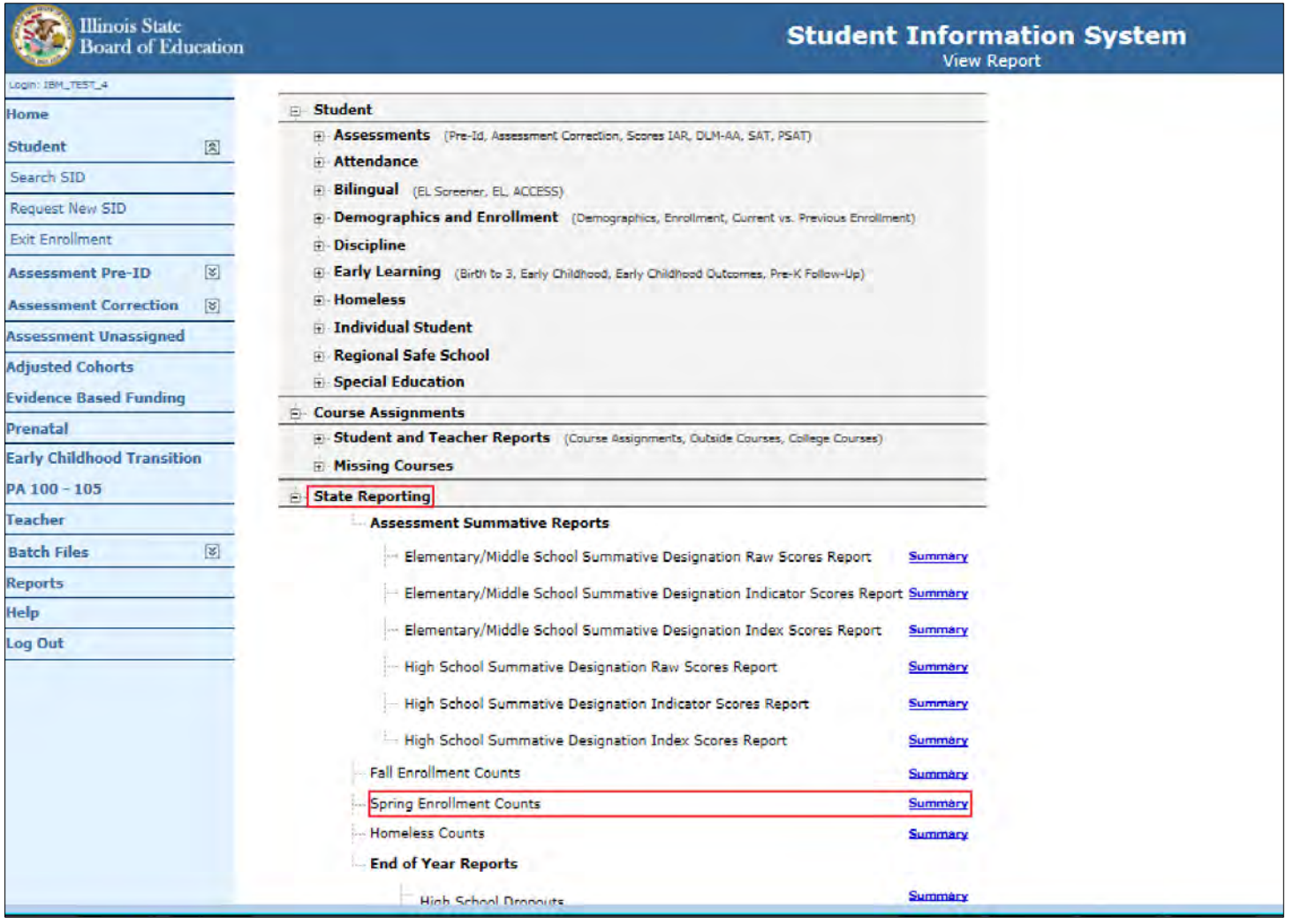
Student ID	Student Name	Birth Date	Birth Place	Home RCDTS	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
123456789	DeRosa, Lindsay	08/23/2001	BELLEVILLE IL	123456789012345	M	16	12	01	N	N	11	000	000	N	N	N	N	N	N	N	N	N	N
123456789	Doe, Jane	10/27/2002	CENTREVILLE IL	123456789012345	F	14	10	03	N	N	11	000	000	N	N	N	N	N	Y	N	N	N	N
123456789	Smith, John	07/22/2005	MO USA	123456789012345	M	14	8	03	N	N	11	000	000	N	N	N	N	N	Y	N	N	N	N

Spring Enrollment Counts

- **What reports to review before the April 16, 2020 Spring Enrollment deadline?**
  - Spring Enrollment Counts (Summary)
- **What are Spring Enrollment Counts used for?**
  - Evidence Based Funding (EBF)
  - School Report Card
  - Ed 360

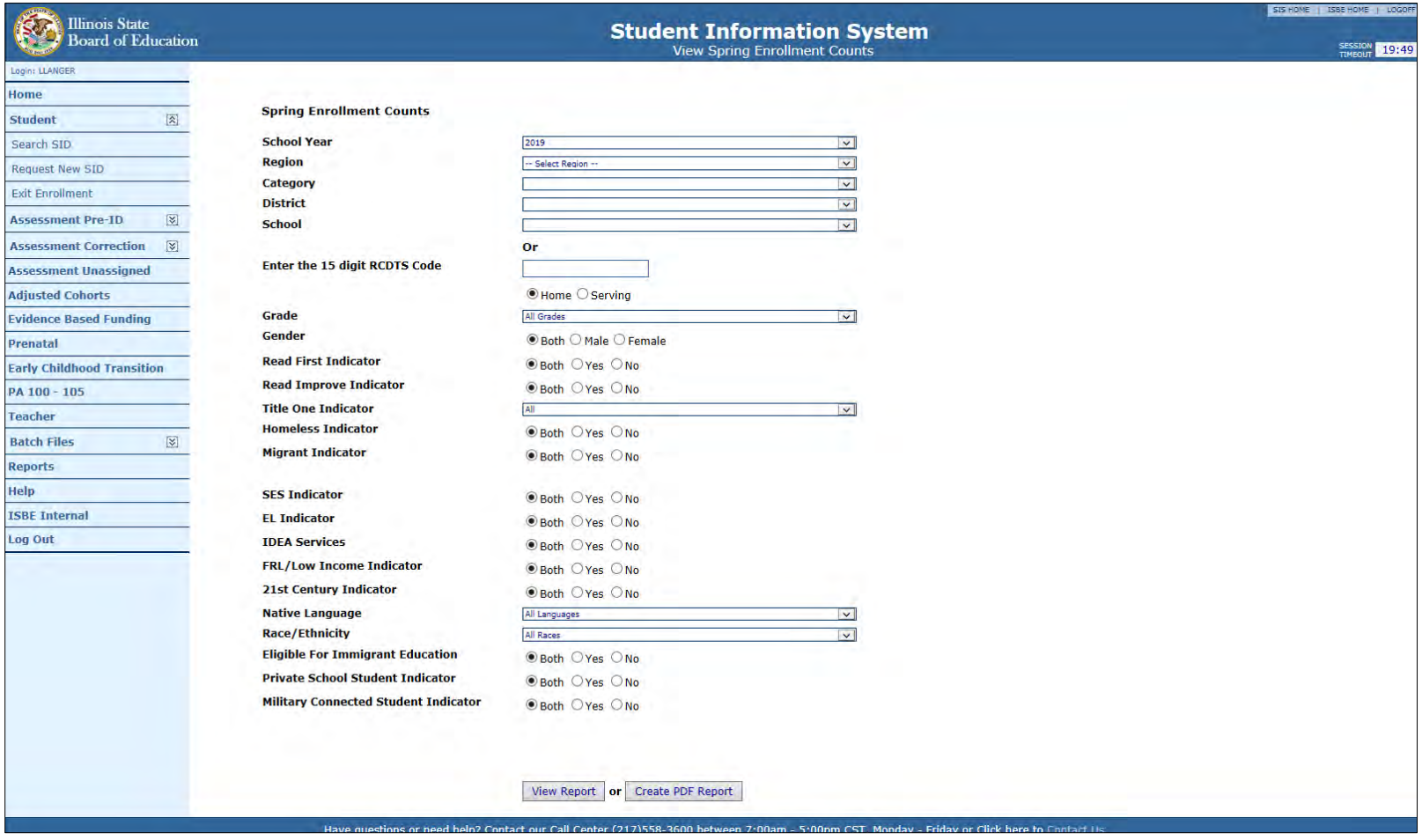
Spring Enrollment Counts

- **SIS Reports – Spring Enrollment Counts**



Spring Enrollment Counts

- **Spring Enrollment Counts Criteria**



Spring Enrollment Counts

- **Spring Enrollment Counts Report**

Spring Enrollment Counts for 2019 School Year

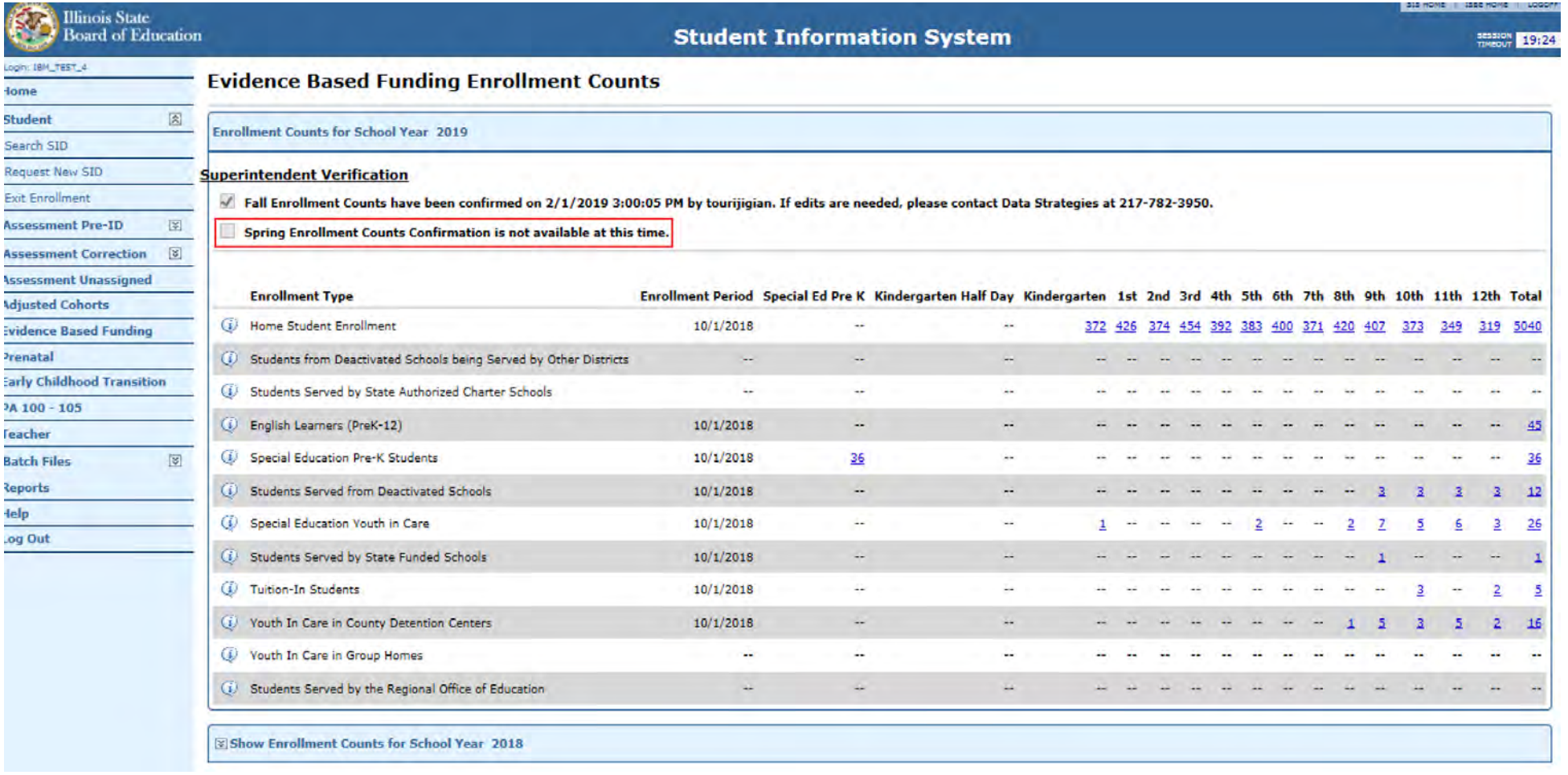
SIS Home District: 12345678901 ISBE Test District

Selection Criteria: Enrolled As Of = 03/01/2019

Grade Level: All	Total
Total Students:	3916
Race: American Indian or Alaska Native	7
Race: Asian	858
Race: Black or African American	70
Race: Hispanic or Latino	271
Race: Native Hawaiian or Other Pacific Islander	4
Race: Two or More Races	105
Race: White	2601
Native Language: Albanian,Gheg(Kosovo/Macedon)	1
Native Language: Amharic	1
Native Language: Arabic	3
Native Language: Assyrian (Syriac, Aramaic)	4

Spring Enrollment Counts

- **Superintendent Verification for Spring Enrollment Counts Confirmation Page**



Illinois State Board of Education

Student Information System

Session Timeout 19:24

Login: IBM_TEST_4

Home
Student
Search SID
Request New SID
Exit Enrollment
Assessment Pre-ID
Assessment Correction
Assessment Unassigned
Adjusted Cohorts
Evidence Based Funding
Prenatal
Early Childhood Transition
PA 100 - 105
Teacher
Batch Files
Reports
Help
Log Out

Evidence Based Funding Enrollment Counts

Enrollment Counts for School Year 2019

Superintendent Verification

Fall Enrollment Counts have been confirmed on 2/1/2019 3:00:05 PM by tourijigian. If edits are needed, please contact Data Strategies at 217-782-3950.

Spring Enrollment Counts Confirmation is not available at this time.

Enrollment Type	Enrollment Period	Special Ed Pre K	Kindergarten Half Day	Kindergarten	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Total
Home Student Enrollment	10/1/2018	--	--	372	426	374	454	392	383	400	371	420	407	373	349	319	5040
Students from Deactivated Schools being Served by Other Districts	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--
Students Served by State Authorized Charter Schools	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--
English Learners (PreK-12)	10/1/2018	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	45
Special Education Pre-K Students	10/1/2018	36	--	--	--	--	--	--	--	--	--	--	--	--	--	--	36
Students Served from Deactivated Schools	10/1/2018	--	--	--	--	--	--	--	--	--	--	--	3	3	3	3	12
Special Education Youth in Care	10/1/2018	--	--	1	--	--	--	--	2	--	--	2	7	5	6	3	26
Students Served by State Funded Schools	10/1/2018	--	--	--	--	--	--	--	--	--	--	--	1	--	--	--	1
Tuition-In Students	10/1/2018	--	--	--	--	--	--	--	--	--	--	--	--	3	--	2	5
Youth In Care in County Detention Centers	10/1/2018	--	--	--	--	--	--	--	--	--	--	1	5	3	5	2	16
Youth In Care in Group Homes	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--
Students Served by the Regional Office of Education	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Show Enrollment Counts for School Year 2018

Illinois State Board of Education

504 Plan

SIS School Year at a Glance

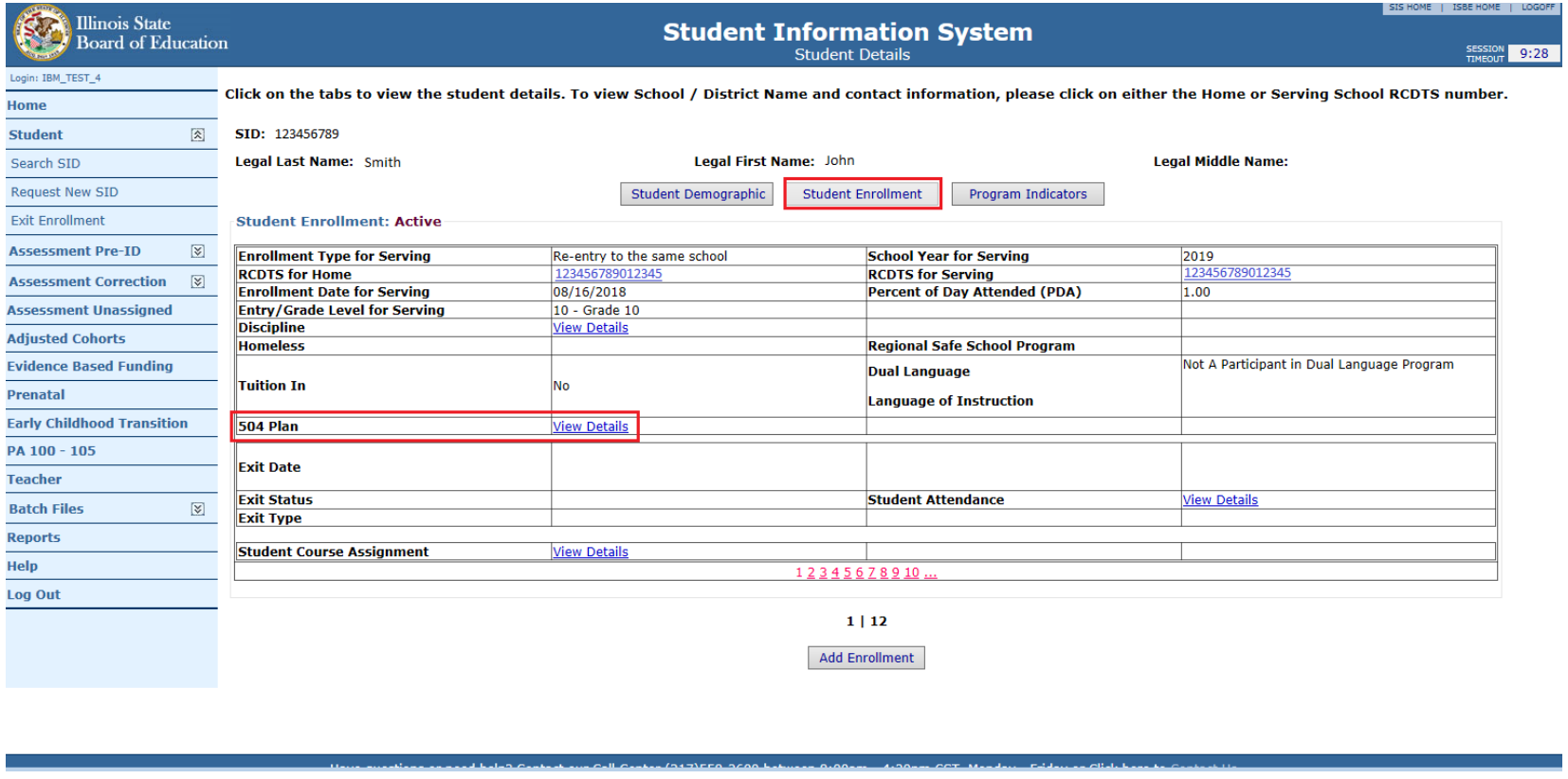
- **April 16, 2020**
  - **School Year 2020 Spring Enrollment Counts Deadline**
  - **504 Plan Submissions due**
- **Mid April, 2020**
  - **First Day of IAR Correction Window (No Test Results)**
- **May 6, 2020**
  - **DLM-AA Testing – Latest End Date**
- **May 7, 2020**
  - **First Day of DLM-AA Correction Window (No Test Results)**
  - **ACCESS Preliminary Scores Posted in SIS (T.B.A)**
- **May 22, 2020**
  - **Last Day of ACCESS Preliminary Data Review**

504 Plan

- 504 Plans are due by April 16, 2020, 4:00 p.m.
- To add or to update a 504 Plan record, the student must have a valid district enrollment record in SIS.
- To add a 504 Plan, the following conditions must be met:
  - Enrollment record Home RCDT matches 504 Plan record's Home RCDT
  - Enrollment record School Year matches 504 Plan record's School Year - New
  - Enrollment Exit/Withdrawal Type code does not equal Code 99 Erroneous Enrollment

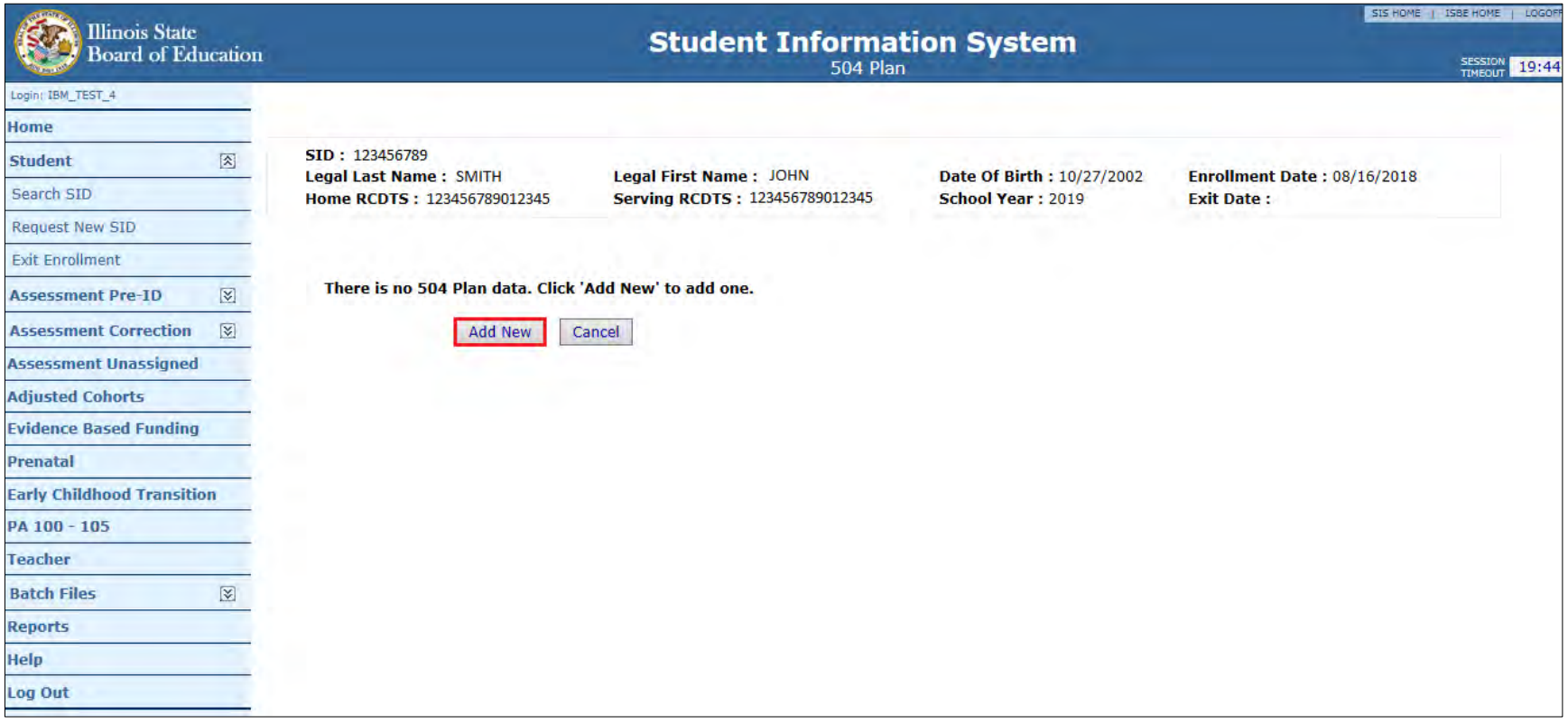
504 Plan

- To add a 504 Plan Record online select Student Enrollment
  - 504 Plan – View Details



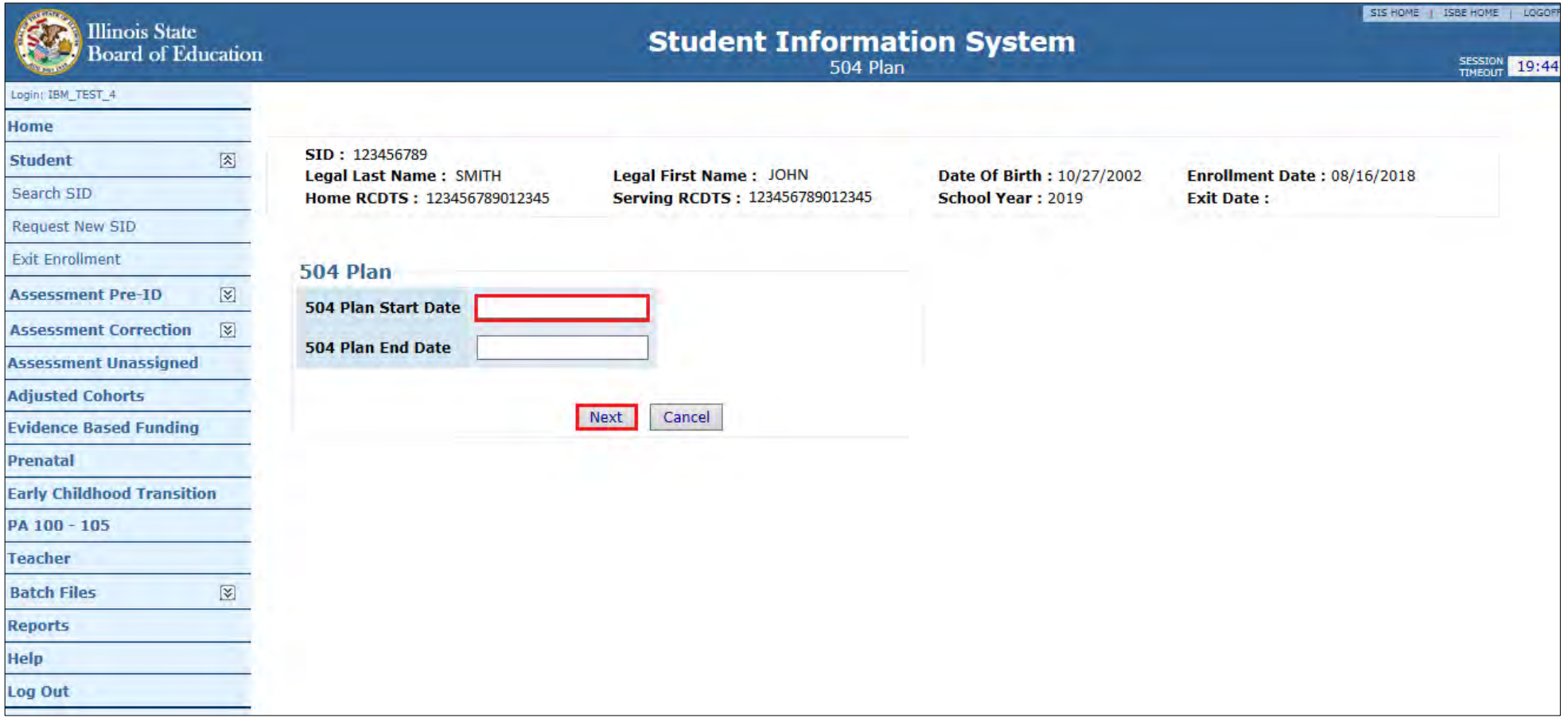
504 Plan

- 504 Plan – Add Record



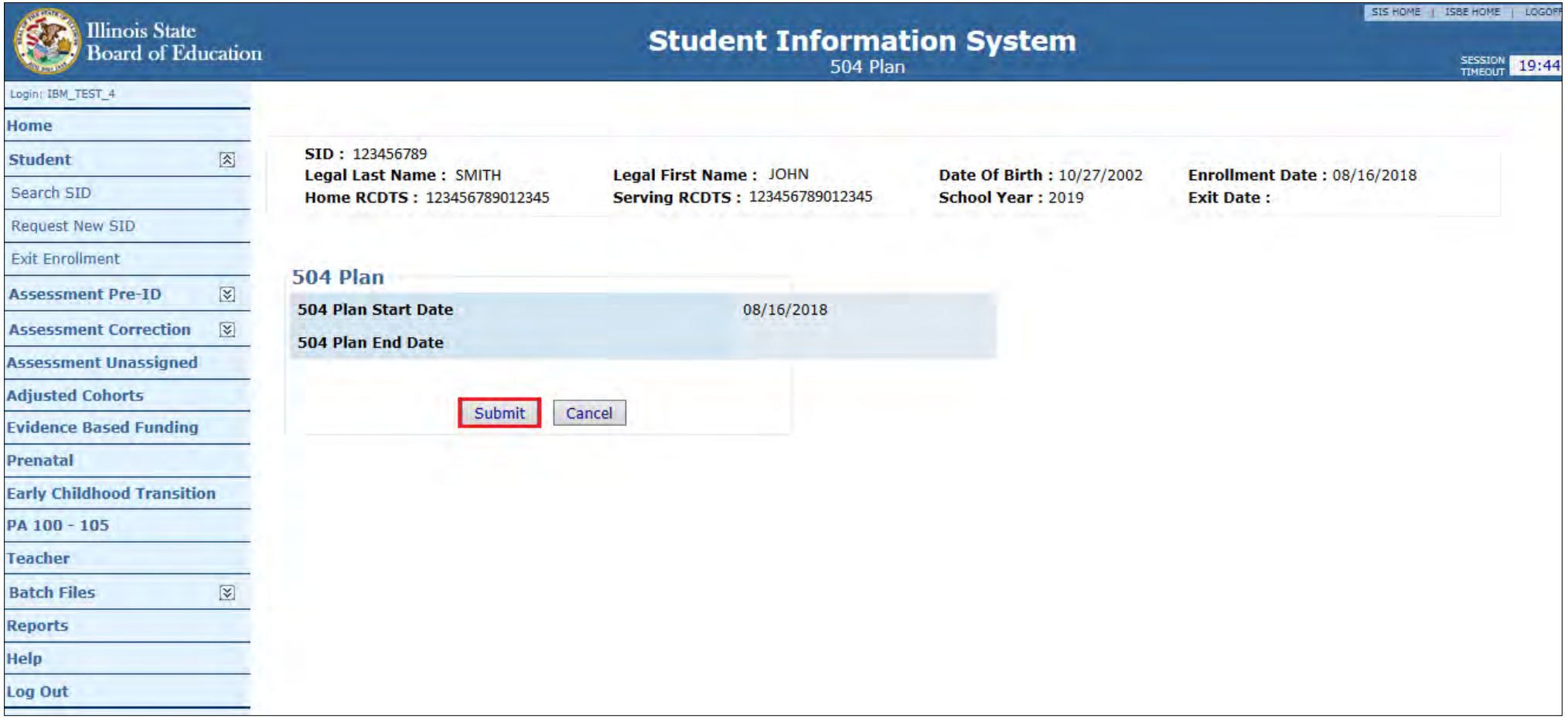
504 Plan

- Enter 504 Plan Start Date (Mandatory) and 504 Plan End Date (Optional)
  - Then select ‘Next’



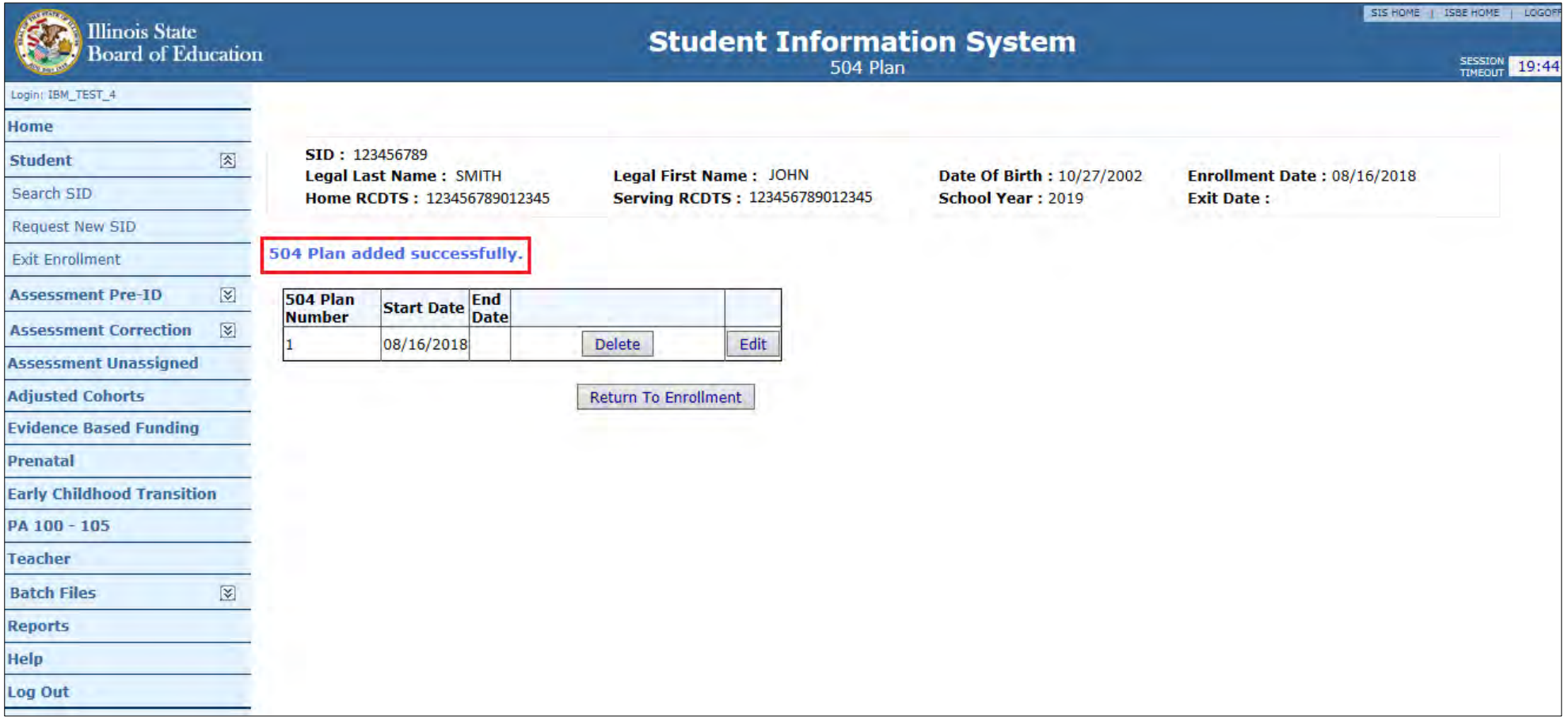
504 Plan

- Verify 504 Plan data and then select ‘Submit’



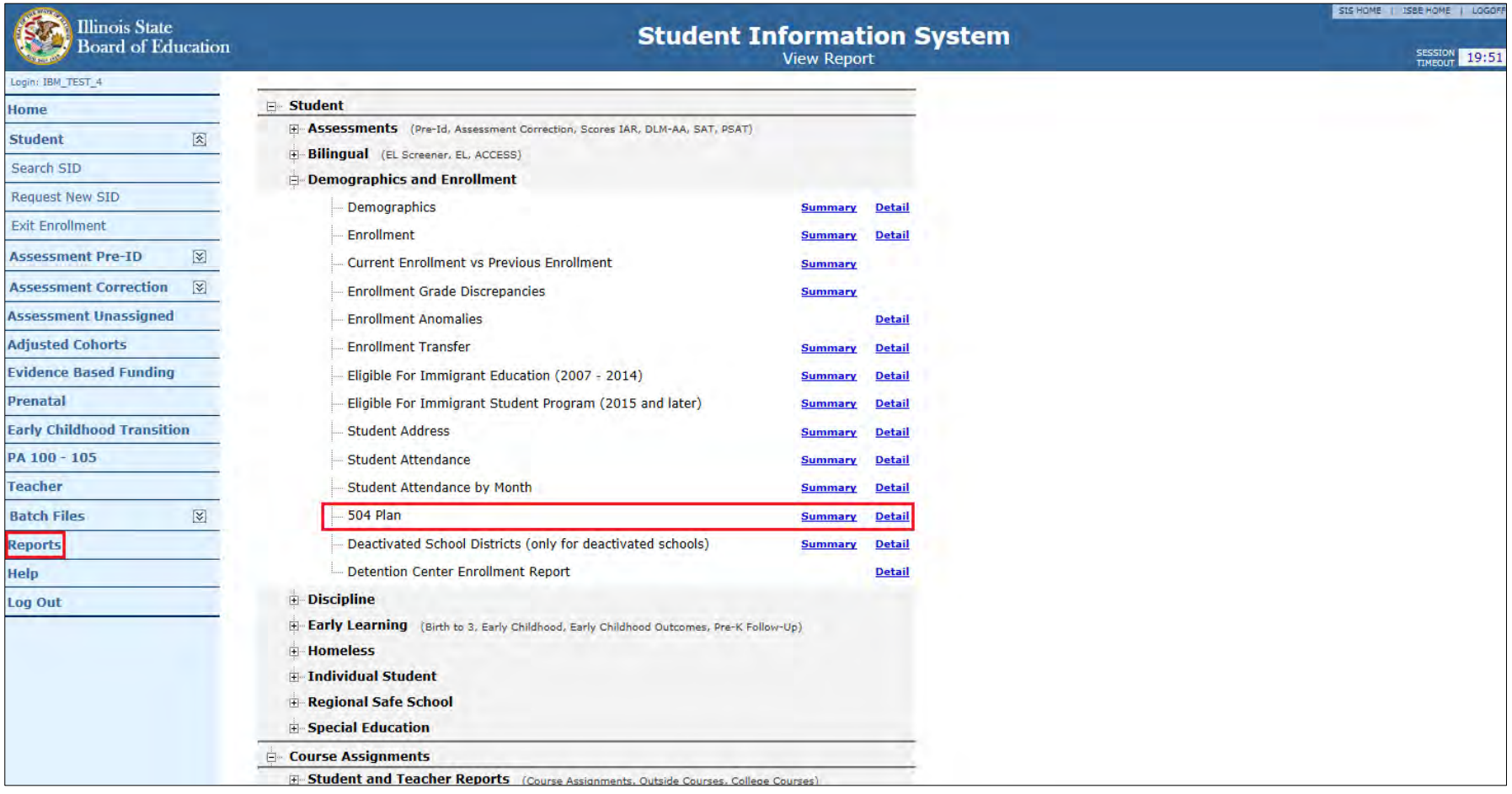
504 Plan

- 504 Plan added successfully



504 Plan

- **SIS Reports - 504 Plan**



504 Plan

- **504 Plan Detail Report**

2/13/2019 3:50 pm

Illinois State Board of Education
Student Information System
2019 Student 504 Plan Report

SIS Home District: 123456789 ISBE SD 101

Selection Criteria: Sorted By: Student ID

Columns
A Grade Level
B Gender
C Race Code *
D EL
E Private School Indicator
F IDEA Services
G FRL/Low Income

Student ID	Name	Birth Date	Home RCDTS	Serving RCDTS	Provider RCDTS	Start Date	End Date	A	B	C	D	E	F	G
123456789	TEST, STUDENT	06/15/2001	123456789012345	123456789012345		08/16/2018		10	M	11	N	N	Y	Y
123456789	TEST, STUDENT	11/13/2001	123456789012345	123456789012345		08/16/2018		11	M	16	N	N	N	N
123456789	TEST, STUDENT	05/20/2003	123456789012345	123456789012345		08/16/2018		10	M	16	N	N	N	Y
123456789	TEST, STUDENT	07/05/2005	123456789012345	123456789012345		08/16/2018		7	M	16	N	N	N	N
123456789	TEST, STUDENT	10/27/2006	123456789012345	123456789012345		08/16/2018		6	F	16	N	N	N	Y
123456789	TEST, STUDENT	11/20/2000	123456789012345	123456789012345		08/16/2018		11	F	16	N	N	N	N

Illinois State Board of Education

IAR Correction/Scores

SIS School Year at a Glance

- **April 16, 2020**
  - **School Year 2020 Spring Enrollment Counts Deadline**
  - **504 Plan Submissions due**
- **Mid April, 2020**
  - **First Day of IAR Correction Window (No Test Results)**
- **May 6, 2020**
  - **DLM-AA Testing – Latest End Date**
- **May 7, 2020**
  - **First Day of DLM-AA Correction Window (No Test Results)**
  - **ACCESS Preliminary Scores Posted in SIS (T.B.A)**
- **May 22, 2020**
  - **Last Day of ACCESS Preliminary Data Review**

IAR Correction and Scores

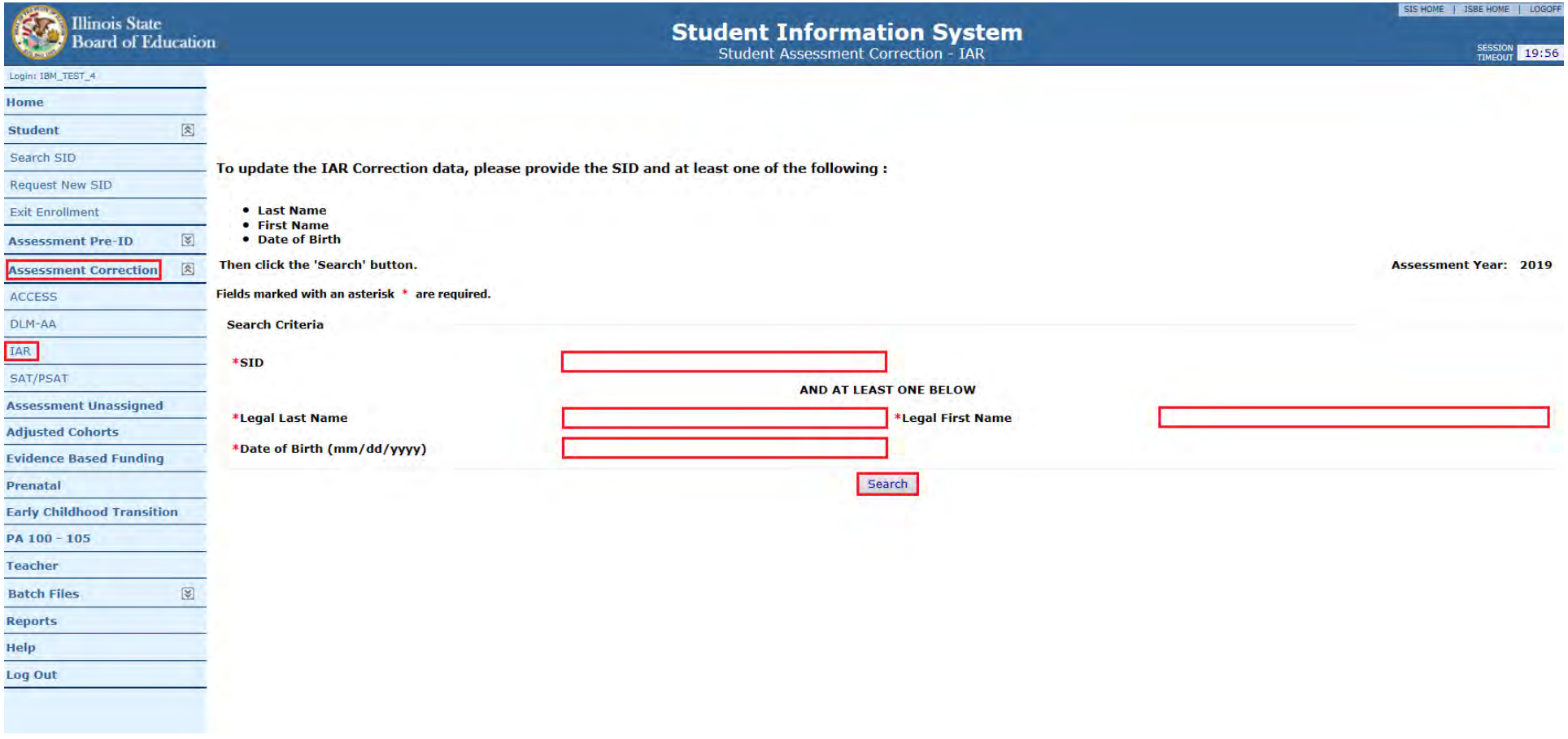
- Grades 3 – 8 students are required to test IAR
- 2020 IAR Test Windows are identified by school.
- Students are included in the Assessment Correction when the date of their SIS enrollment falls within the start and end dates of their Testing School's Test Window.
- When your Test Window ends, review the IAR Correction report to verify that all students who were to be tested are on the report.

IAR Correction and Scores

- The 2019-20 preliminary IAR score data are scheduled to be posted in SIS in Early June, 2020.
  - Until IAR score data arrive, ISBE will not know for sure whether a student tested, so please rely on your local records for entering a “Reason for No Valid Test Attempt” as applicable.
- Testing School and Test Code from the score file will override the correction.
- If the Test Code of the Test Taken is inconsistent with the student’s grade, error code 2 will appear on the IAR Score report.
- If RNVTA is provided for a student with valid score, it will be removed.
- For Private School students who did not test, ‘18 - PSS-SIS Use Only’ will be applied after scores arrive.
- IAR Last Day of Corrections for the Purpose of Accountability and School Report Card for SY 2020 due by Friday, August 14, 2020

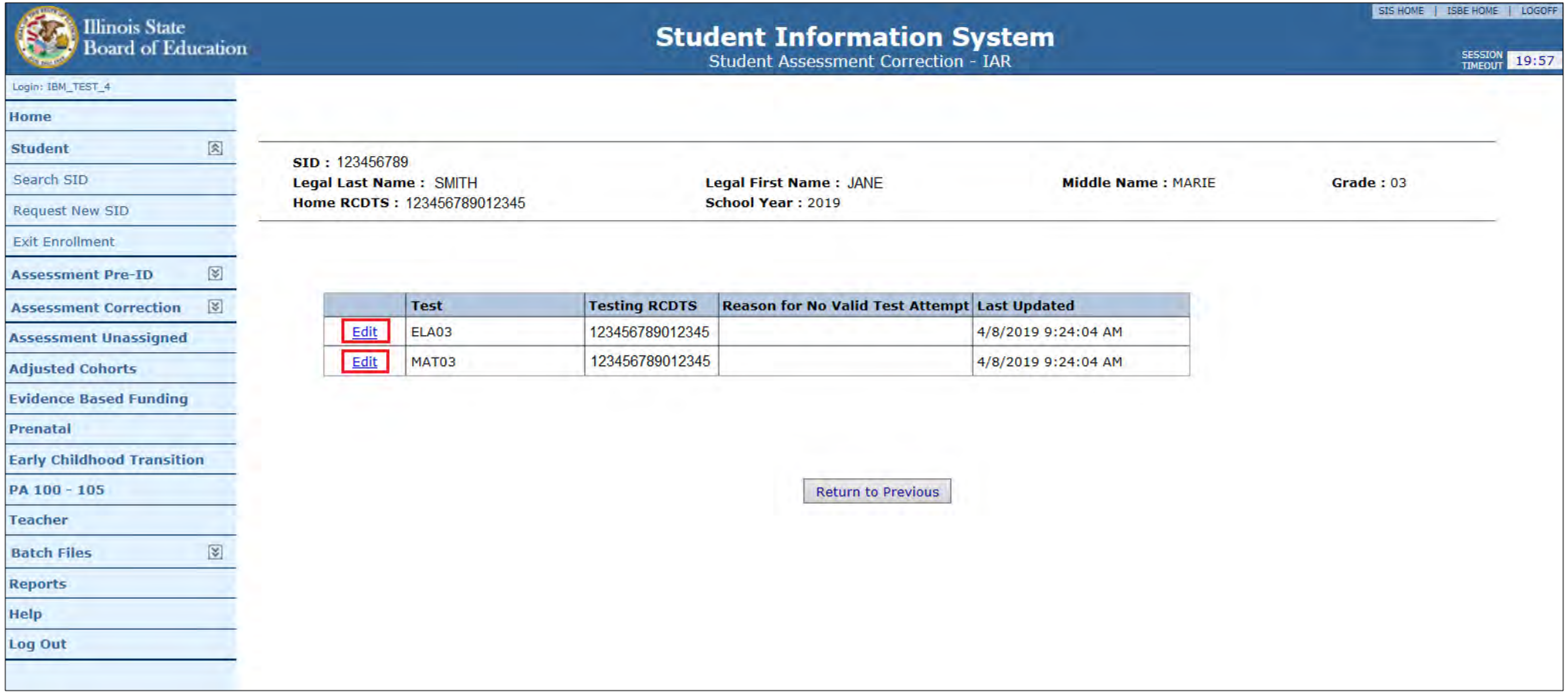
IAR Correction and Scores

- **Edit Assessment Correction**



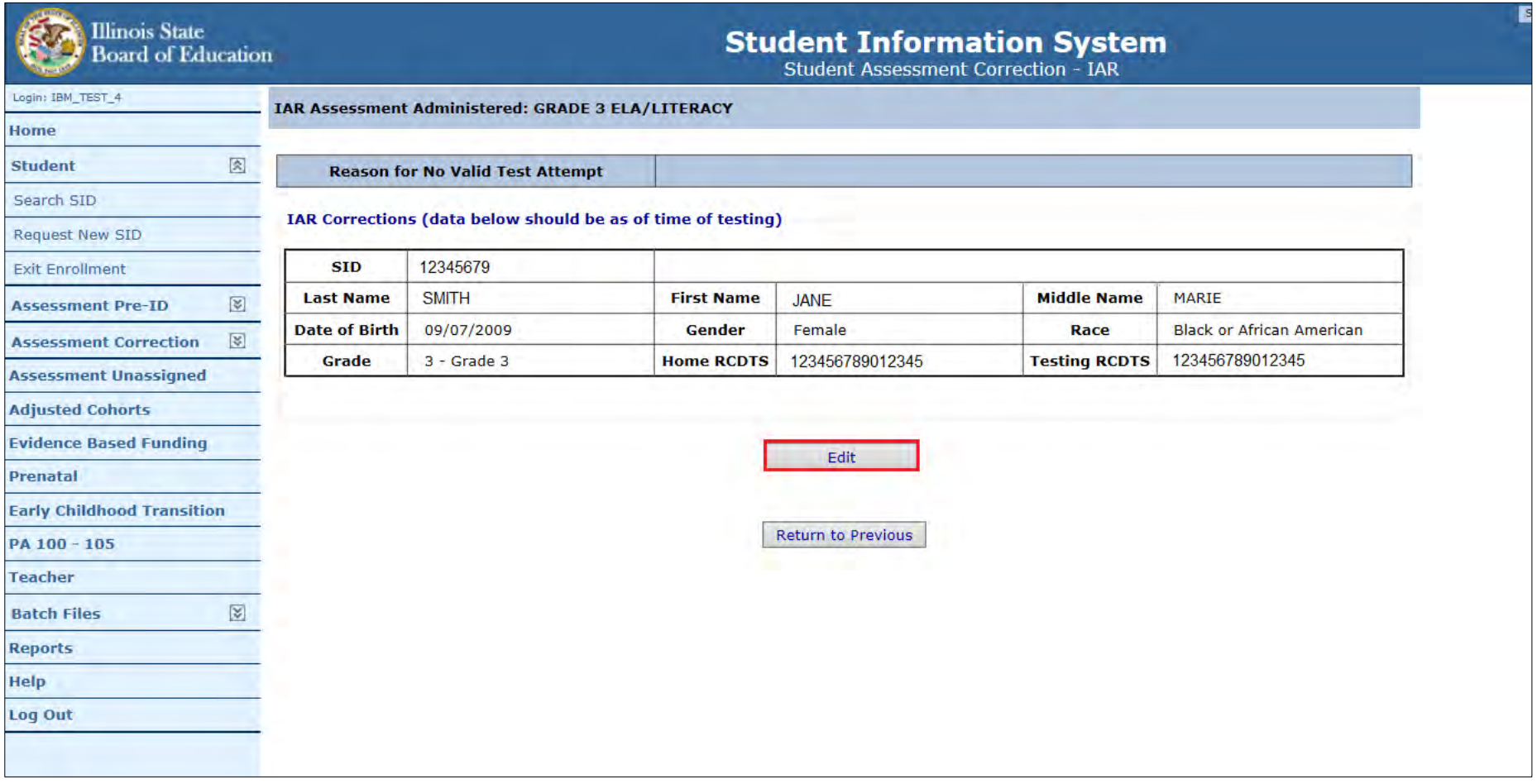
IAR Correction and Scores

- **Select Assessment Correction Record**



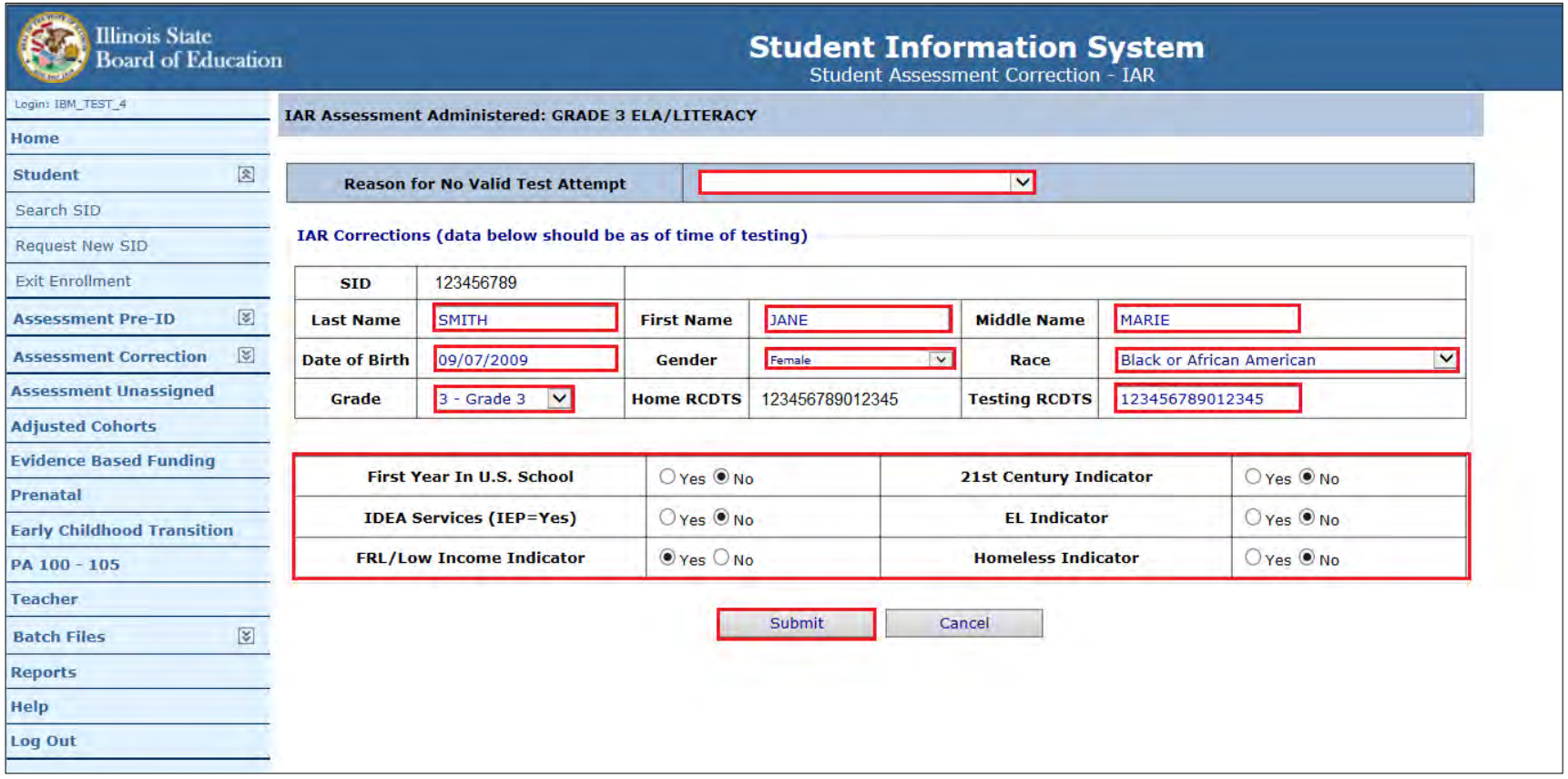
IAR Correction and Scores

- **Edit Assessment Correction**



IAR Correction and Scores

- **Edit Assessment Correction**
  - **Demographic data can only be updated Online**
  - **Make sure to edit BOTH ELA and Math**



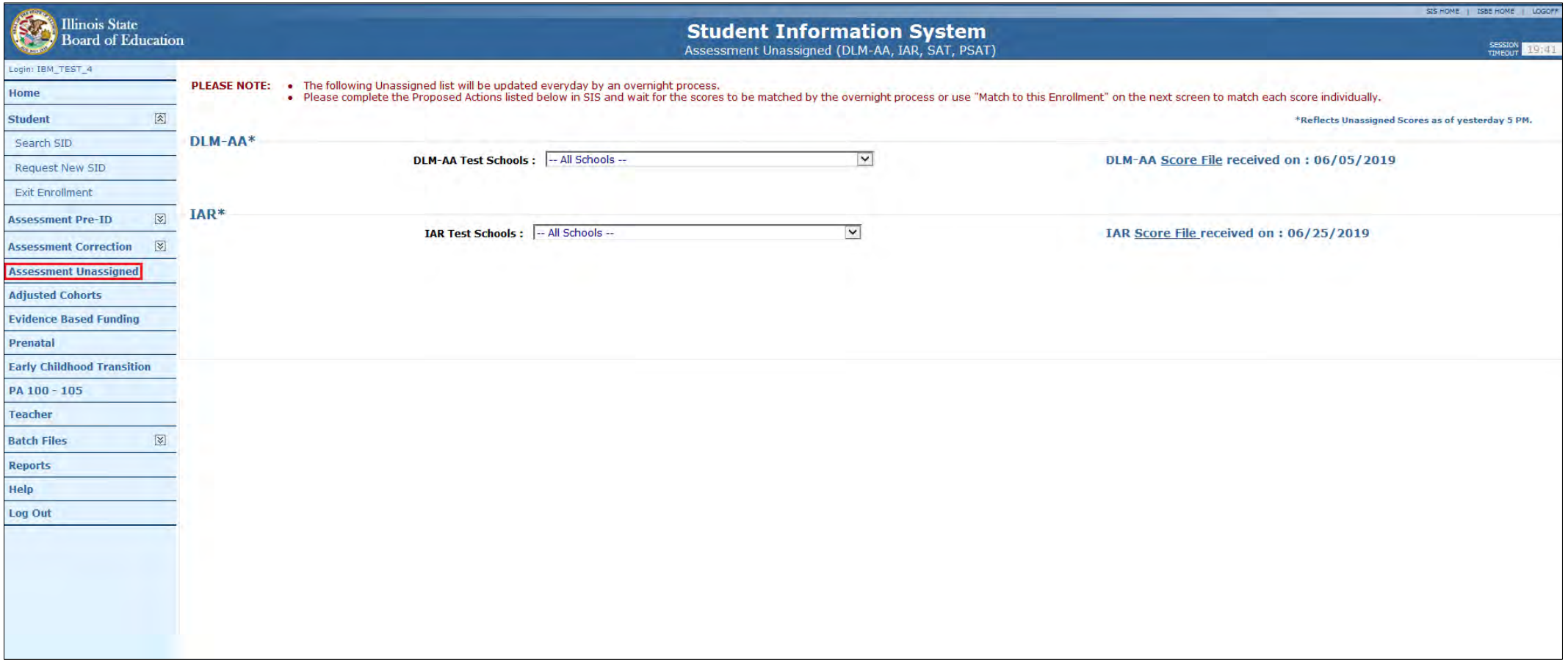
IAR Correction and Scores

Unassigned Scores will fall into one of the four categories:

- **Correction Exists; Home School mismatch**
  - The Responsible School from PearsonAccessNext does not match the Home School in Correction. To correct, update the Home School on the Unassigned.
- **Enrollment Out of Test Window**
  - The Responsible School from PearsonAccessNext matches the Home School in Correction, but the enrollment is not within Testing School's Test Window. To correct, update the Enrollment dates on the Unassigned
- **Enrollment Not Found**
  - We prefer SIS Users add the missing enrollment during test window. If for some reason they cannot, then they can provide the Grade, Home RCDTS and Serving RCDTS on the Unassigned screen. Other Enrollment fields are optional. An overnight process will match the score. They can also choose "Disclaim Score" if it does not belong to their district.
- **Student Not Found**
  - User Must provide a valid SID to receive the score record. An overnight process will match the score, provided the student has a correction that matches to score record.

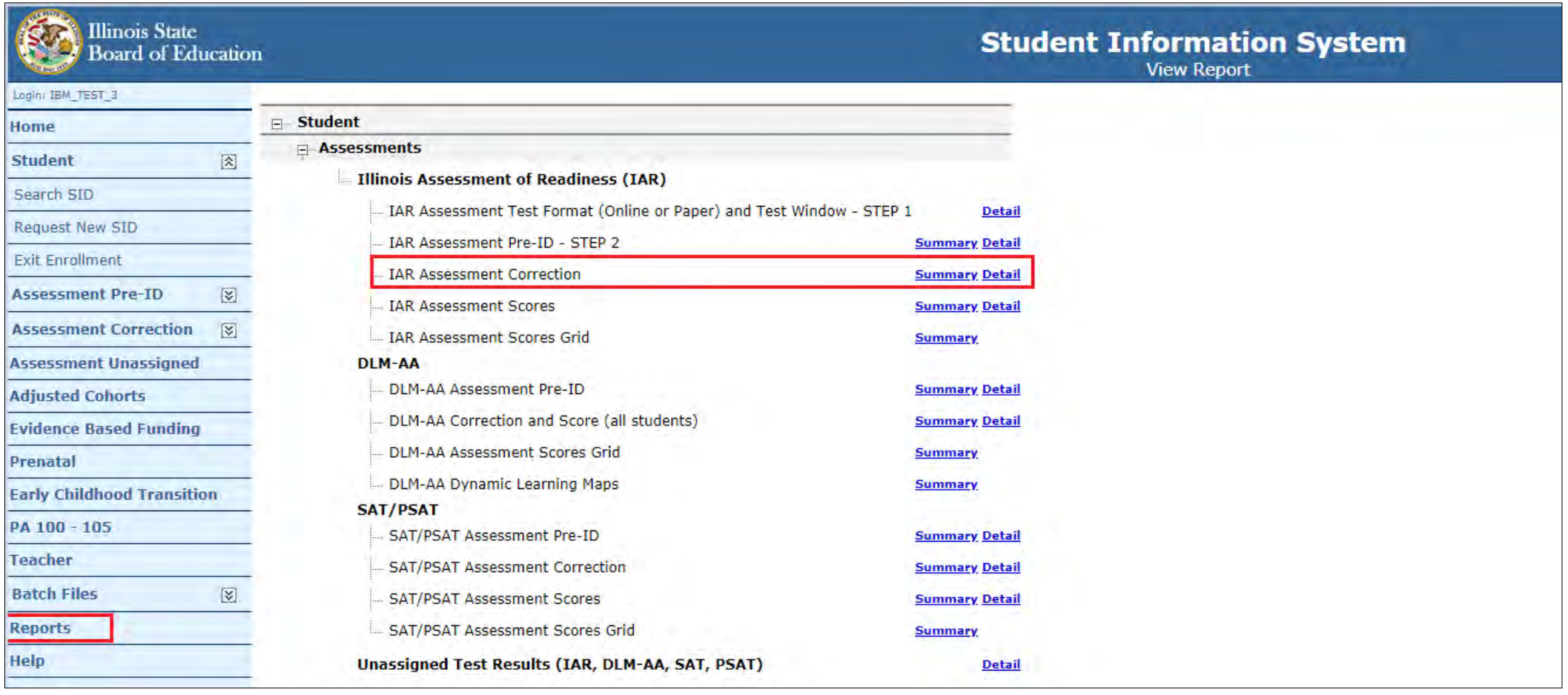
IAR Correction and Scores

- **Unassigned Test Results – Will not be populated until scores are received**



IAR Correction and Scores

- **IAR Assessment Correction Reports**



IAR Correction and Scores

- **IAR Assessment Correction Summary**

4/12/2019 3:12 pm

2019 IAR Assessment Correction (Summary)

Assessment Home District: 123456789102459 ISBE SD 101

Selection Criteria: None

Grade: All	Total
Total Students:	2372
Total Test :	4744
Test Window Status: COMPLETE	2309
Test Window Status: PENDING	64
Grade: 3	443
Grade: 4	386
Grade: 5	367
Grade: 6	399
Grade: 7	373
Grade: 8	404
Test Code: ELA03	443
Test Code: ELA04	386
Test Code: ELA05	367
Test Code: ELA06	399
Test Code: ELA07	372
Test Code: ELA08	405
Test Code: MAT03	443
Test Code: MAT04	386
Test Code: MAT05	367
Test Code: MAT06	399
Test Code: MAT07	372
Test Code: MAT08	405

IAR Correction and Scores

- **IAR Assessment Correction Detail**

2019 IAR Assessment Correction (Detail)

4/12/2019 3:16 pm

Assessment Home District: 123456789547215 ISBE SD 101

Selection Criteria: None Sorted By: Reason for No Valid test Attempt, Student Name

Columns: * = Defined below

A	Test Format* (O=Online or P=Paper)	**F**	FRL/Low Income Indicator	**K**	SIS Entry Date*
B	Gender	**G**	Migrant Indicator	**L**	SIS Exit Date*
C	Race/Ethnicity*	**H**	Homeless Indicator	**M**	SIS Exit Code*
D	IDEA Services	**I**	21st Century Indicator	**N**	Reason for No Valid Test Attempt*
E	EL Indicator	**J**	First Year In U.S. School (EL Indicator must=Yes)		

Test Format *	This field indicates the test format to be taken, as identified in the IAR Pre-ID file. The score file will indicate the actual test format taken.
SIS Entry Date*	This field indicates the student's entry date from the SIS enrollment file. This information is provided to assist in identifying a Reason for No Valid Test Attempt if the student did not test.
SIS Exit Date/SIS Exit Code*	These fields indicate the student's exit date and exit code from the SIS enrollment file. This information is provided to assist in identifying a Reason for No Valid Test Attempt if the student did not test. Exit codes are defined below.

Reason for No Valid Test Attempt *

Please review the detailed RNVTA definitions on https://www.isbe.net/Documents/reason-no-valid-test-attmpt.pdf before choosing the RNVTA.

01	Medically Exempt	**08**	Transferred In After Test Administration	**18**	PSS-SIS Use Only
02	Homebound	**09**	Deceased	**19**	Reserved for Internal Use-SIS Use Only
03	In Jail/Locked Facility	**10**	Absent from Testing	**21**	Reserved for Internal Use-Scale Score for Content Area Exists in Another School
04	Out of State/Country	**15**	Refusal but Present to Test	**22**	Reserved for Internal Use-SIS Use Only
07	Transferred Out Prior to Testing	**16**	Part-Time Enrollment	**23**	Reserved for Internal Use-SIS Use Only (First Year in U.S. School)

SIS Exit Code *

02	Transfer to another public school within the district	**07**	Death	**14**	Aged Out
03	Transfer to Home Schooled	**08**	Expulsion	**15**	Certificate of Completion
04	Transfer to Private School	**09**	Dropped Out	**16**	Victim of a Violent Crime
05	Promotion	**10**	Transfer to GED Program	**17**	Change in Serving School or Percent of Day Attended (PDA)
06	Graduated with regular, advanced, International Baccalaureate, or other type of diploma	**11**	Moved, not known to be continuing	**18**	Moved Out of the United States
		12	Retained in same grade or demoted to a lower grade	**19**	Transfer to another public school district out of Illinois
				20	Transfer to another public school district in Illinois

Race/Ethnicity *

11 Hispanic or Latino **12** American Indian or Alaska Native **13** Asian **14** Black or African American **15** Native Hawaiian or Other Pacific Islander **16** White **17** Two or More Races

IAR Correction and Scores

- IAR Assessment Correction Detail (cont.)
  - The Test Window Status will either be PENDING or COMPLETE

SIS Home School: 123456789012345 (ISBE Middle Sch) **Testing School Test Window:** 04/01/2019-04/12/2019 **Test Window Status:** COMPLETE
SIS Testing School: 123456789012345 (ISBE Middle Sch)

Student ID	Student Name	Date of Birth	Grade	Test Code (Test to be Taken)	A	B	C	D	E	F	G	H	I	J	K	L	M	N
123456789	DOE, JANE	08/26/2005	7	ELA07	P	F	14	Y	N	Y	N	Y	Y	N	08/13/2018			
123456789	DOE, JANE	08/26/2005	7	MAT07	P	F	14	Y	N	Y	N	Y	Y	N	08/13/2018			
123456789	SMITH, JOHN	01/18/2004	8	ELA08	P	M	14	N	N	Y	N	Y	N	N	08/13/2018			
123456789	SMITH, JOHN	01/18/2004	8	MAT08	P	M	14	N	N	Y	N	Y	N	N	08/13/2018			

Distinct Student Count for Test Window Status COMPLETE: 2

Total Test Count for Test Window Status COMPLETE: 4

IAR Correction and Scores

Reason For No Valid Test Attempt:

- 01 - Medically Exempt
- 02 - Homebound
- 03 - In Jail/Locked Facility
- 04 - Out of State/Country
- 07 - Transferred Out Prior to Testing
- 08 - Transferred In After Test Administration
- 09 - Deceased
- 10 - Absent from Testing
- 15 - Refusal but Present to Test
- 16 - Part-Time Enrollment
- 18 - PSS-SIS Use Only
- 19 - Reserved for Internal Use-SIS Use Only
- 21 - Reserved for Internal Use Only-Scale Score for Content Area Exists in Another School
- 22 - Reserved for Internal Use-SIS Use Only
- 23 - Reserved for Internal Use-SIS Use Only (First Year in U.S. School)

Link to complete RNVTA document: https://www.isbe.net/Documents/reason-no-valid-test-attmpt.pdf

Illinois State Board of Education

DLM-AA Correction/Scores

SIS School Year at a Glance

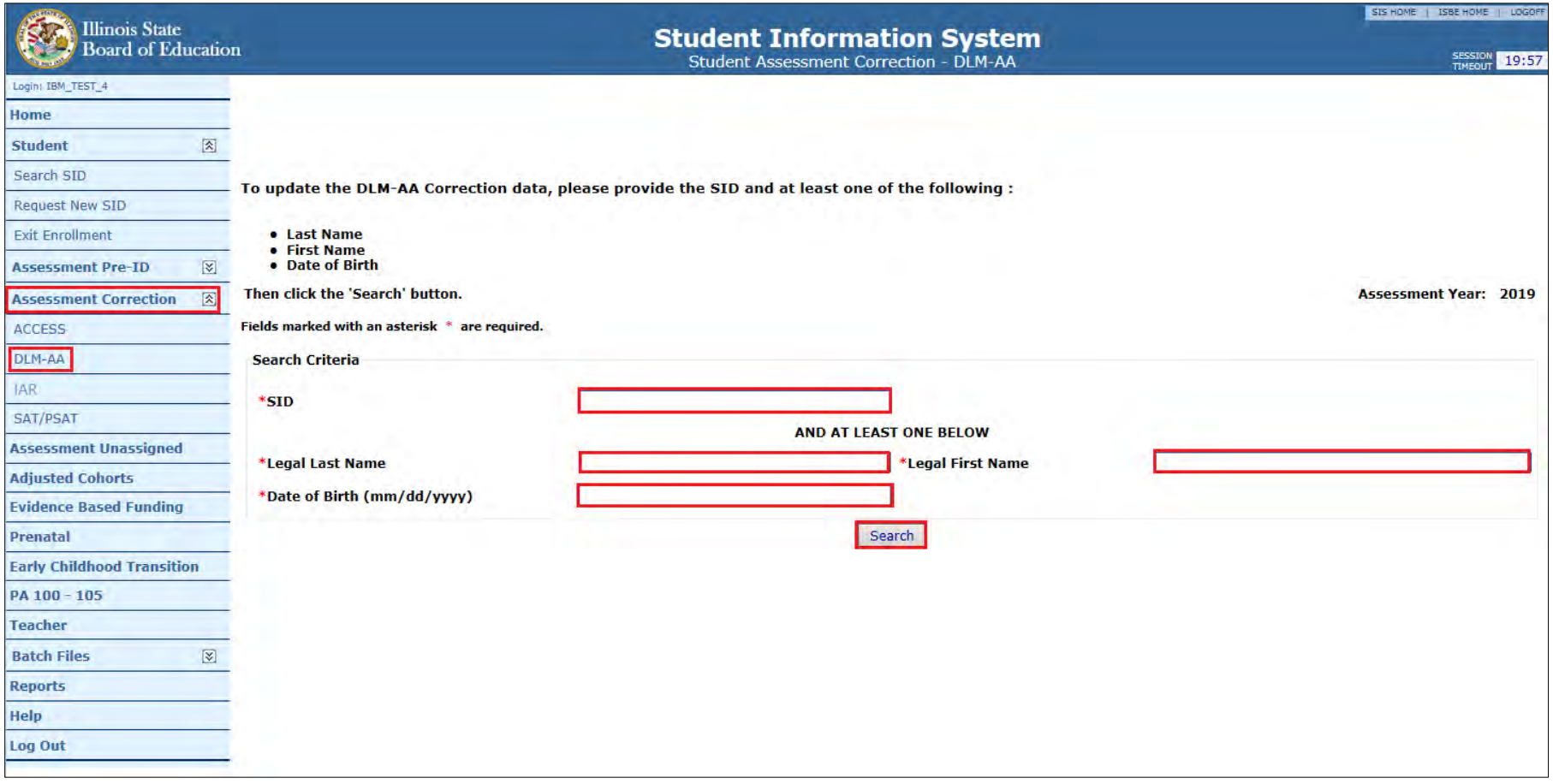
- **April 16, 2020**
  - **School Year 2020 Spring Enrollment Counts Deadline**
  - **504 Plan Submissions due**
- **Mid April, 2020**
  - **First Day of IAR Correction Window (No Test Results)**
- **May 6, 2020**
  - **DLM-AA Testing – Latest End Date**
- **May 7, 2020**
  - **First Day of DLM-AA Correction Window (No Test Results)**
  - **ACCESS Preliminary Scores Posted in SIS (T.B.A)**
- **May 22, 2020**
  - **Last Day of ACCESS Preliminary Data Review**

DLM-AA Correction and Scores

- **Data Collection Practices for DLM-AA**
  - Student demographic uploads will go through the Student Information System (SIS)
  - SIS will send the last data update to the assessment vendor Friday, February 14, 2020
  - After February 14, 2020, contact Laura Quimby for assistance:
    - lquimby@isbe.net
  - May 6, 2020 - DLM-AA Testing – Latest End Date
  - The DLM-AA Assessment Correction window will start on May 7, 2020
  - DLM-AA Scores scheduled to be posted in SIS, early June 2020
  - DLM-AA Last Day of Corrections for the Purpose of Accountability and School Report Card for SY 2020 due by Friday, August 14, 2020
  - If not on DLM-AA, go to IAR or SAT/PSAT Pre-ID online screen, search for the student and move the student to IAR or SAT/PSAT. An overnight process will remove the student from IAR or SAT/PSAT Correction and add to DLM-AA Correction.

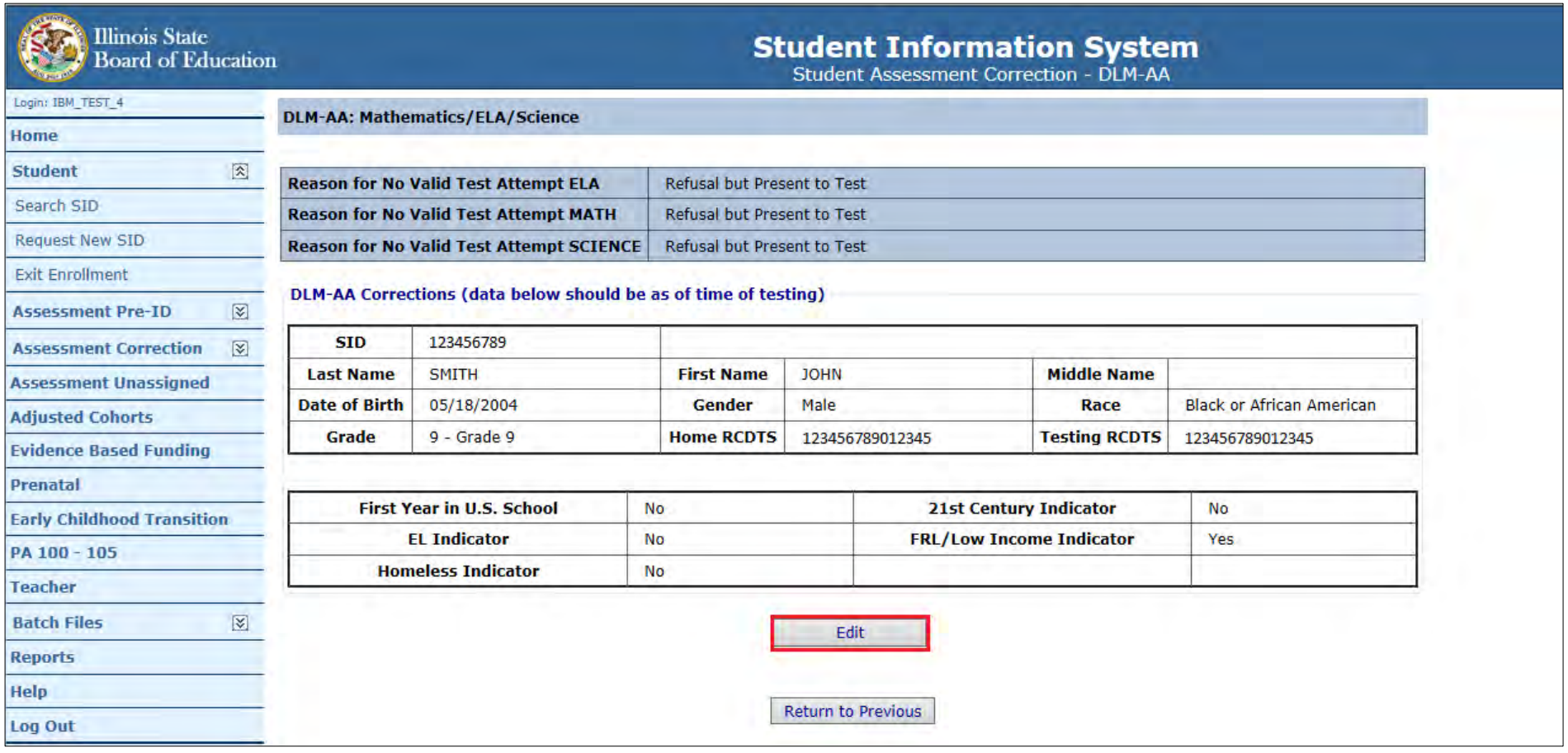
DLM-AA Correction and Scores

- **DLM-AA Correction Screens – Edit**



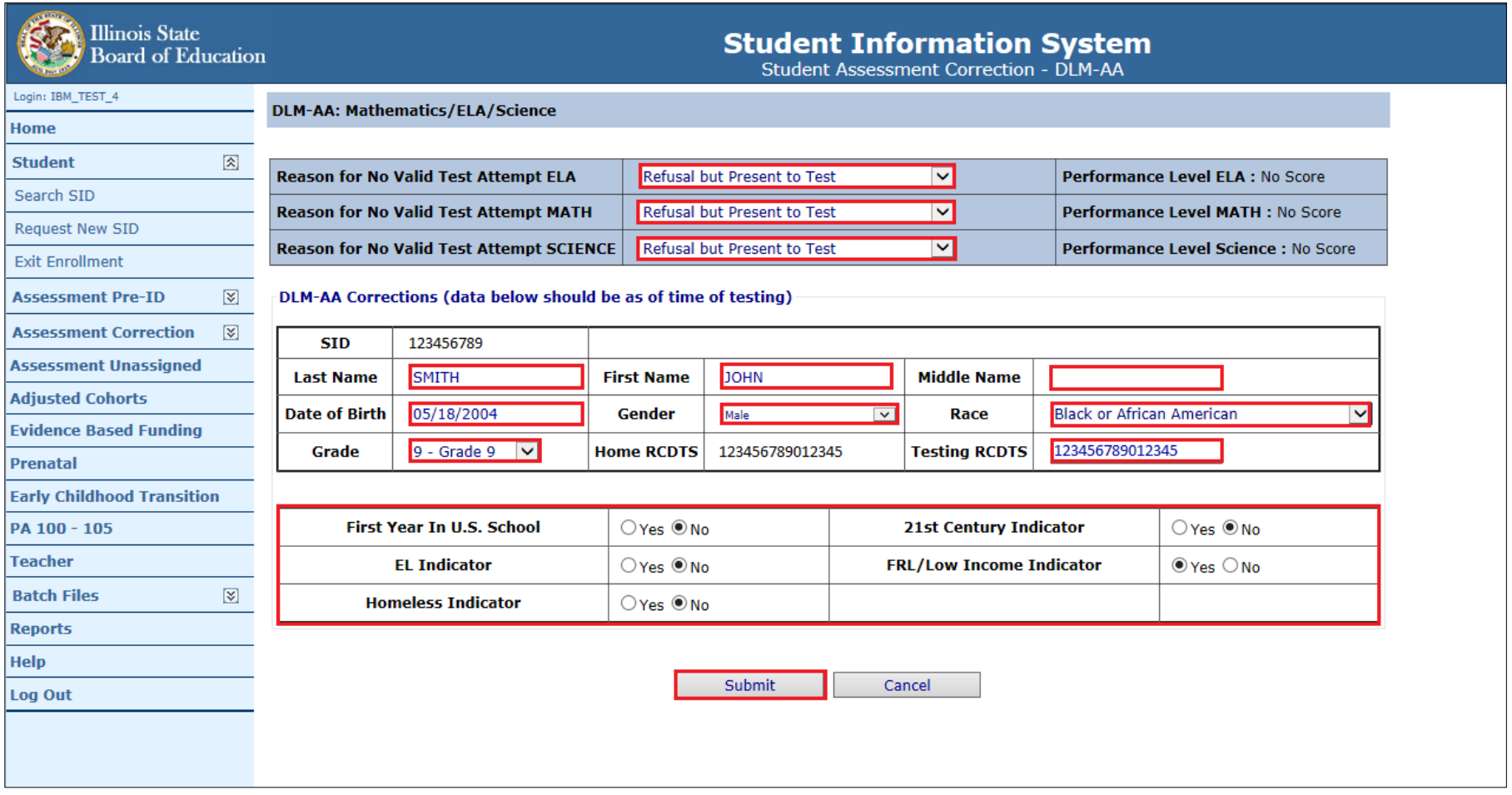
DLM-AA Correction and Scores

- **DLM-AA Correction Screens**



DLM-AA Correction and Scores

- **DLM-AA Correction Screens**



DLM-AA Correction and Scores

- **DLM-AA Correction and Scores Report**

2019 DLM-AA Correction and Score (Detail)

4/12/2019 4:50 pm

Assessment Home District: 123456789857468 ISBE SD 101

Selection Criteria: None Sorted By: Student Name

Columns: * = Defined below

A	Grade	**E**	EL Indicator	**J**	First Year in U.S. School (EL Indicator must=Yes)	**O**	Grade of Test Taken (From Vendor)
B	Gender	**F**	FRL/Low Income Indicator	**K**	SIS Entry Date *	**P**	Performance Level *
C	Race/Ethnicity *	**G**	Migrant Indicator	**L**	SIS Exit Date *	**Q**	Suppressed Score (Blank or Y=Yes)
D	IDEA Services	**H**	Homeless Indicator	**M**	SIS Exit Code *	**R**	Reason for No Valid Test Attempt *
		I	21st Century Indicator	**N**	Test Code (MAT, ELA, SCI)	**S**	Error Code *

SIS Entry Date This field indicates the student's entry date from the SIS enrollment file. This information is provided to assist in identifying a Reason for No Valid Test Attempt if the student did not test.

SIS Exit Date/SIS Exit Code These fields indicate the student's exit date and exit code from the SIS enrollment file. This information is provided to assist in identifying a Reason for No Valid Test Attempt if the student did not test. Exit codes are defined below.

SIS Exit Code

02	Transfer to another public school within the district	**07**	Death	**14**	Aged Out
03	Transfer to Home Schooled	**08**	Expulsion	**15**	Certificate of Completion
04	Transfer to Private School	**09**	Dropped Out	**16**	Victim of a Violent Crime
05	Promotion	**10**	Transfer to GED Program	**17**	Change in Serving School or Percent of Day Attended (PDA)
06	Graduated with regular, advanced, International Baccalaureate, or other type of diploma	**11**	Moved, not known to be continuing	**18**	Moved Out of the United States
		12	Retained in same grade or demoted to a lower grade	**19**	Transfer to another public school district out of Illinois
				20	Transfer to another public school district in Illinois

Reason for No Valid Test Attempt (RNVTA) Full definitions can be found on www.isbe.net/sis under Resources (Data Elements/Assessment)

Please review the detailed RNVTA definitions on https://www.isbe.net/Documents/reason-no-valid-test-attmpt.pdf before choosing the RNVTA.

01	Medically Exempt	**09**	Deceased	**21**	Reserved for Internal Use-Scale Score for Content Area Exists in Another School
02	Homebound	**10**	Absent from Testing	**22**	Reserved for Internal Use-SIS Use Only
03	In Jail/Locked Facility	**15**	Refusal but Present to Test	**23**	Reserved for Internal Use-SIS Use Only (First Year in U.S. School)
04	Out of State/Country	**16**	Part-Time Enrollment	**50**	Reserved for Internal Use-SIS Use Only (Grade 12 Exempt-Programming)
07	Transferred Out Prior to Testing	**18**	PSS-SIS Use Only	**51**	Reserved for Internal Use-Assessment Use Only (Grade 12 Exempt-SIS Evidence)
08	Transferred In After Test Administration	**19**	Reserved for Internal Use-SIS Use Only	**52**	Reserved for Internal Use-Assessment Use Only (Grade 12 Exempt-District Submission)

Race/Ethnicity

11 Hispanic or Latino **12** American Indian or Alaska Native **13** Asian **14** Black or African American **15** Native Hawaiian or Other Pacific Islander **16** White **17** Two or More Races

Performance Level

Level 1 - EMERGING: The student demonstrates **emerging** understanding of and ability to apply content knowledge and skills represented by the Essential Elements.
Level 2 - APPROACHING TARGET: The student's understanding of and ability to apply targeted content knowledge and skills represented by the Essential Elements is **approaching the target**.
Level 3 - AT TARGET: The student's understanding of and ability to apply content knowledge and skills represented by the Essential Elements is **at target**.
Level 4 - ADVANCED: The student demonstrates **advanced** understanding of and ability to apply targeted content knowledge and skills represented by the Essential Elements.
Level 9 - Not Tested (Verify the Reason for No Valid Test Attempt in Column T.)

Error Code

1 - Student score data are expected but missing. Enter a RNVTA or check for score data in "Unassigned Test Results" report.
2 - Student has multiple scale scores for the same content area in more than one school. Contact ISBE for assistance.
3 - Grade of Test Taken does not match Grade.
4 - Grade 12 student tested but was not required to test. Contact ISBE for assistance.

DLM-AA Correction and Scores

Reason For No Valid Test Attempt:

- 01 - Medically Exempt
- 02 - Homebound
- 03 - In Jail/Locked Facility
- 04 - Out of State/Country
- 07 - Transferred Out Prior to Testing
- 08 - Transferred In After Test Administration
- 09 - Deceased
- 10 - Absent from Testing
- 15 - Refusal but Present to Test
- 16 - Part-Time Enrollment
- 18 - PSS-SIS Use Only
- 19 - Reserved for Internal Use-SIS Use Only
- 21 - Reserved for Internal Use Only-Scale Score for Content Area Exists in Another School
- 22 - Reserved for Internal Use-SIS Use Only
- 23 - Reserved for Internal Use-SIS Use Only (First Year in U.S. School)
- 25 - Reserved for Internal Use-Assessment Use Only (Grade 11 No Participation Credit)
- 50 - Reserved for Internal Use-SIS Use Only (Grade 12 Exempt-Programming)
- 51 - Reserved for Internal Use-Assessment Use Only (Grade 12 Exempt-SIS Evidence)
- 52 - Reserved for Internal Use-Assessment Use Only (Grade 12 Exempt-District Submission)
- 53 - Reserved for Internal Use-Assessment Use Only (Grade 12 No Participation Credit)
- 54 - Reserved for Internal Use-Assessment Use Only (Grade 12 Exempt-Other)

Link to complete RNVTA document: https://www.isbe.net/Documents/reason-no-valid-test-attmpt.pdf

Illinois State Board of Education

Prenatal

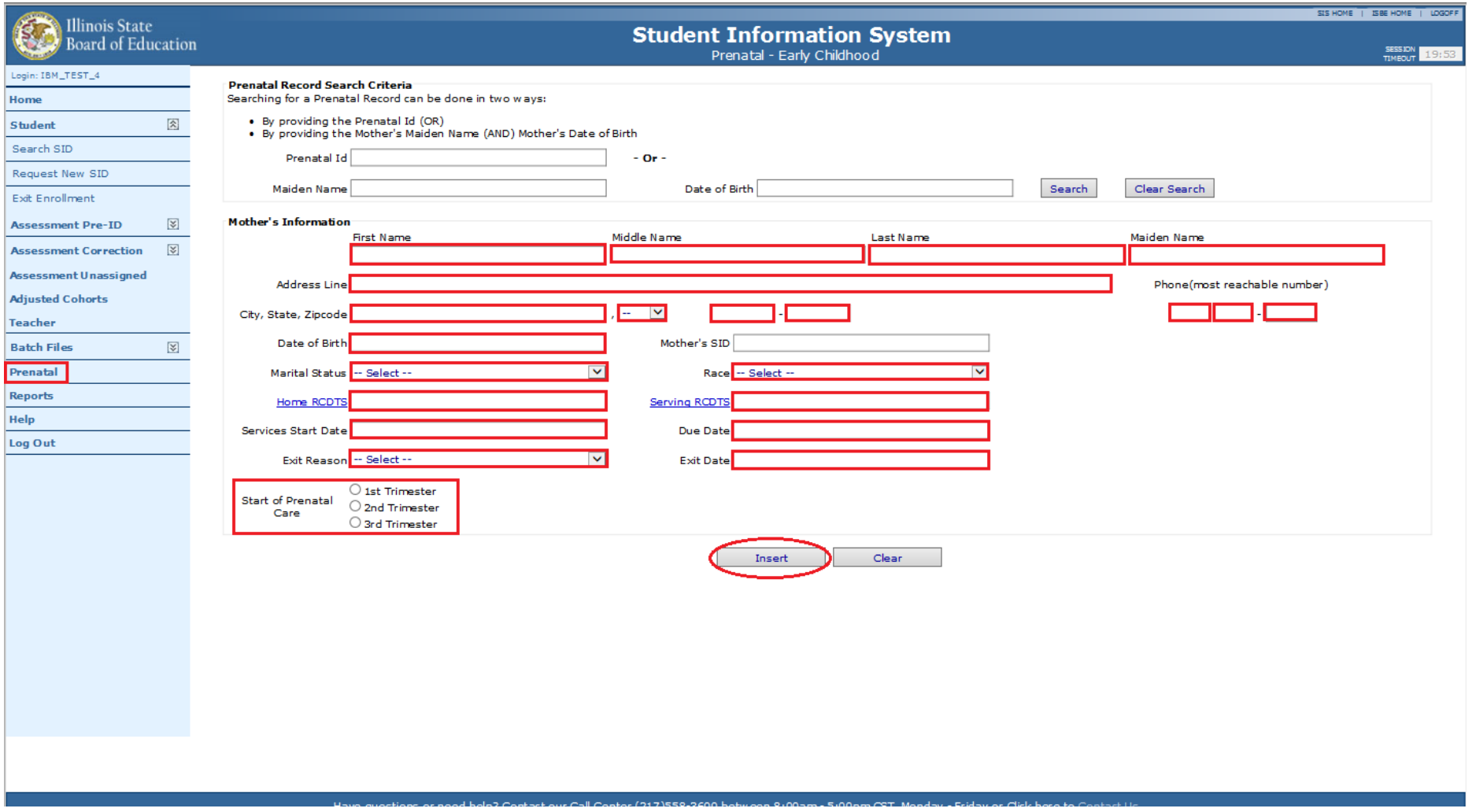
SIS School Year at a Glance

Submit data and verify accuracy of (Deadline - July 31):

- Prenatal data
- **Birth to 3 data**
- **Caregiver Demographic data (Birth to 3)**
- *College Course Assignments*
- **College and Career Readiness Indicator**
- **Early Childhood Outcomes Entry and Progress Ratings for Pre-K Students with IEPs**
- *EL Information*
- *EL Screener*
- **Gifted and Accelerated data**
- **Homeless data**
- *Immigrant data*
- *Outside Course Assignments (Grades 9-12 only)*
- **Regional Safe School Program (RSSP) data**
- *Service Provider data (Students with IDEA Services only)*
- *Student Address data (Students with IDEA Services only)*
- *Student Course Assignments (PreK-12)*
- *Teacher Course Assignments (PreK-12)*

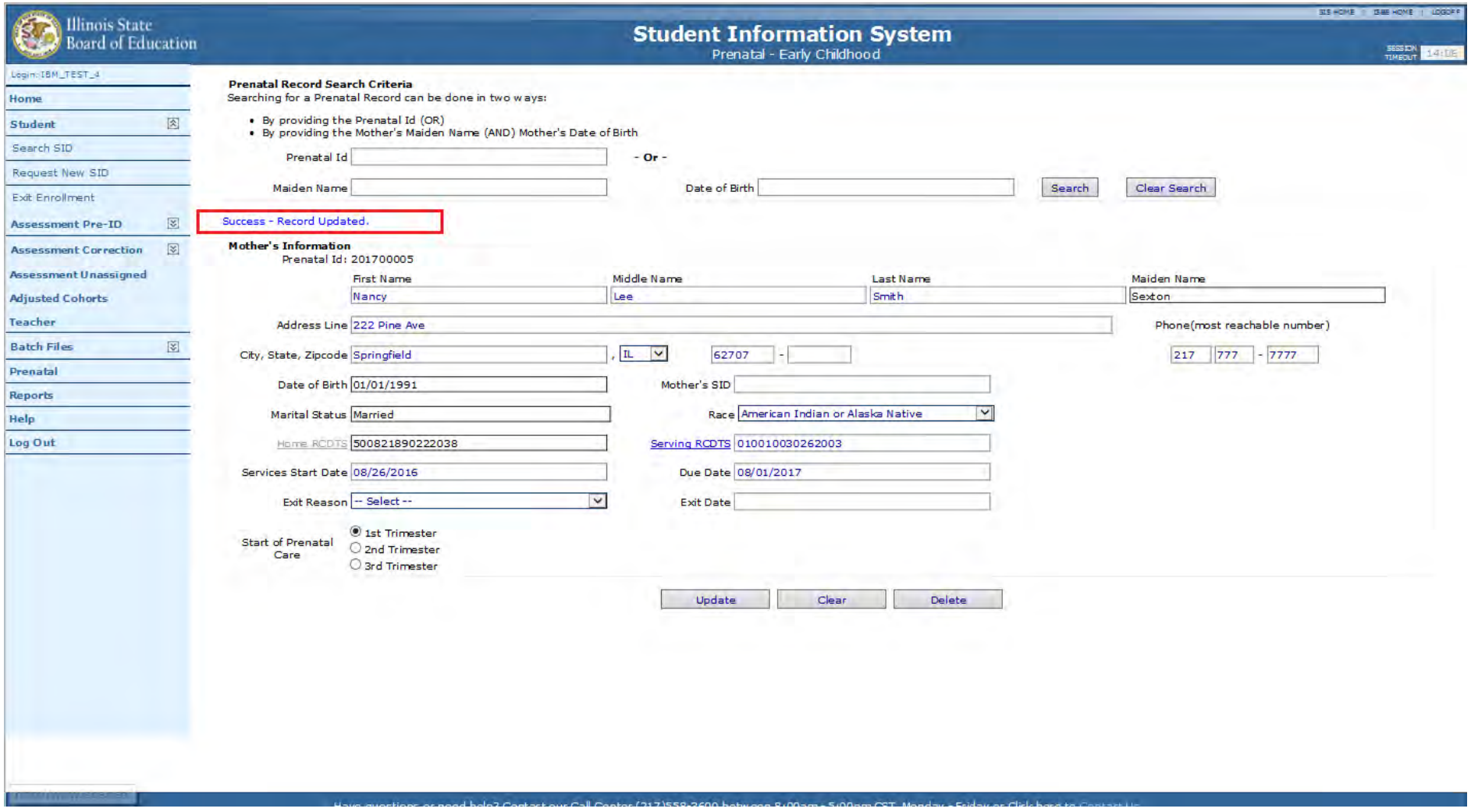
Prenatal

- **Creating a New Prenatal Record**



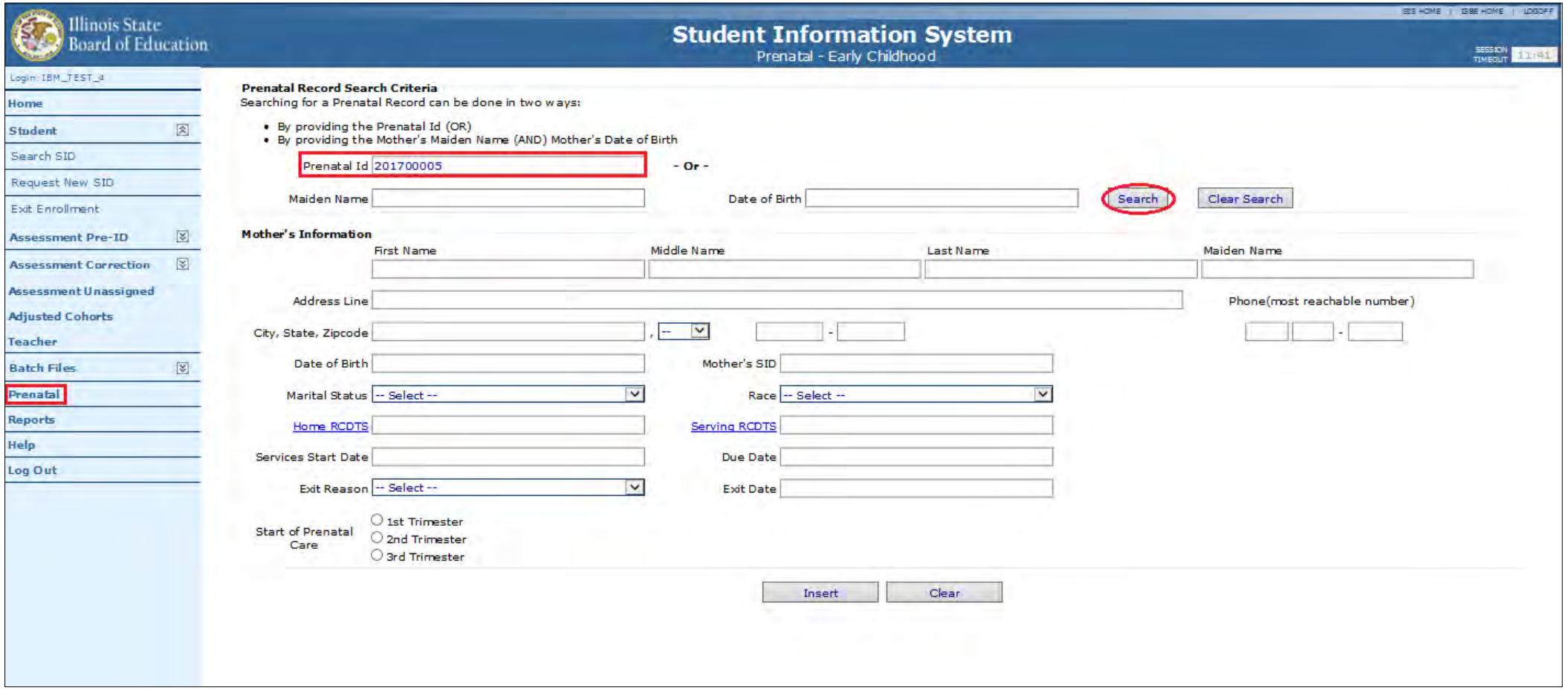
Prenatal

Creating a New Prenatal Record



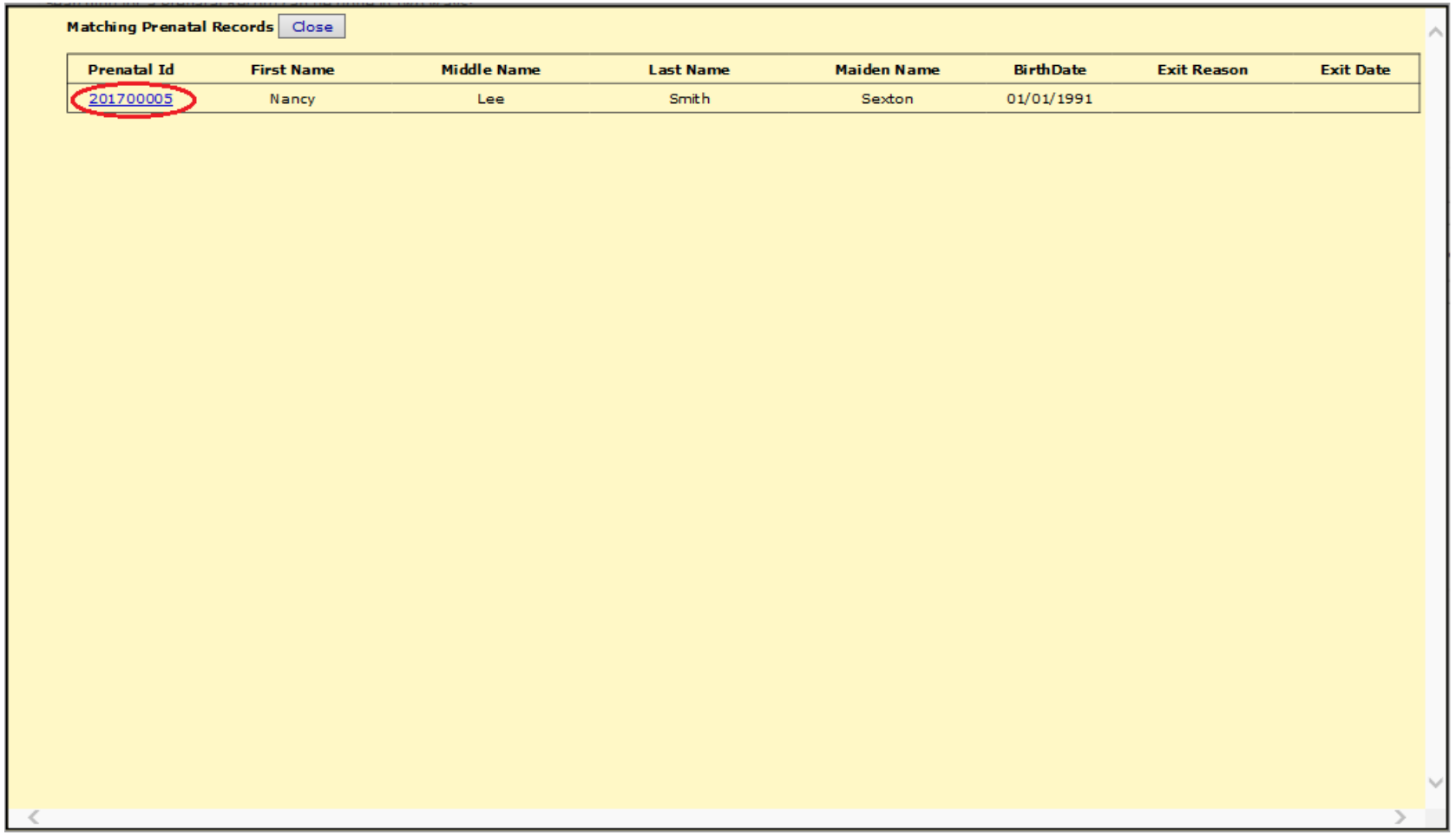
Prenatal

Searching for a existing Prenatal Record



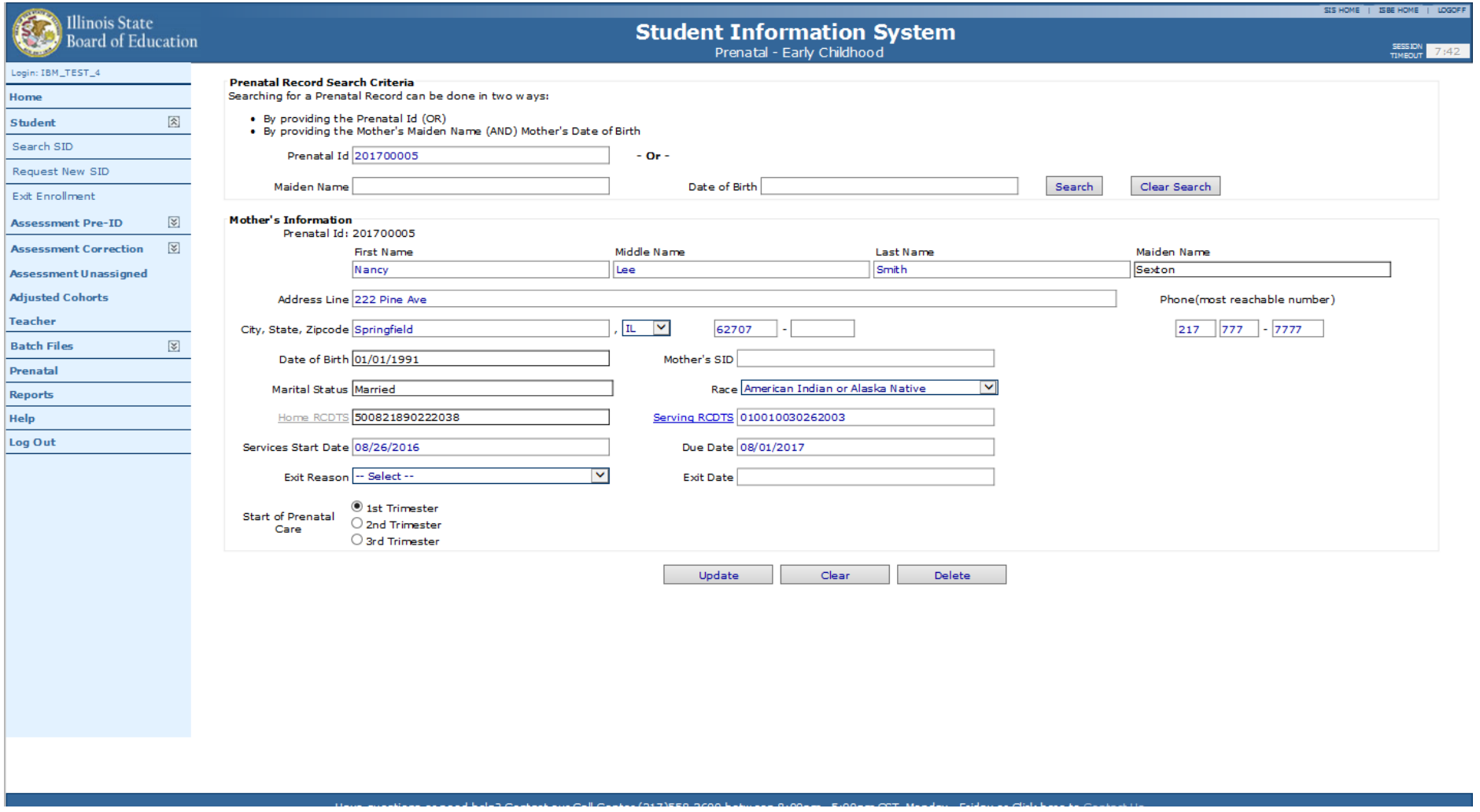
Prenatal

Searching for a existing Prenatal Record



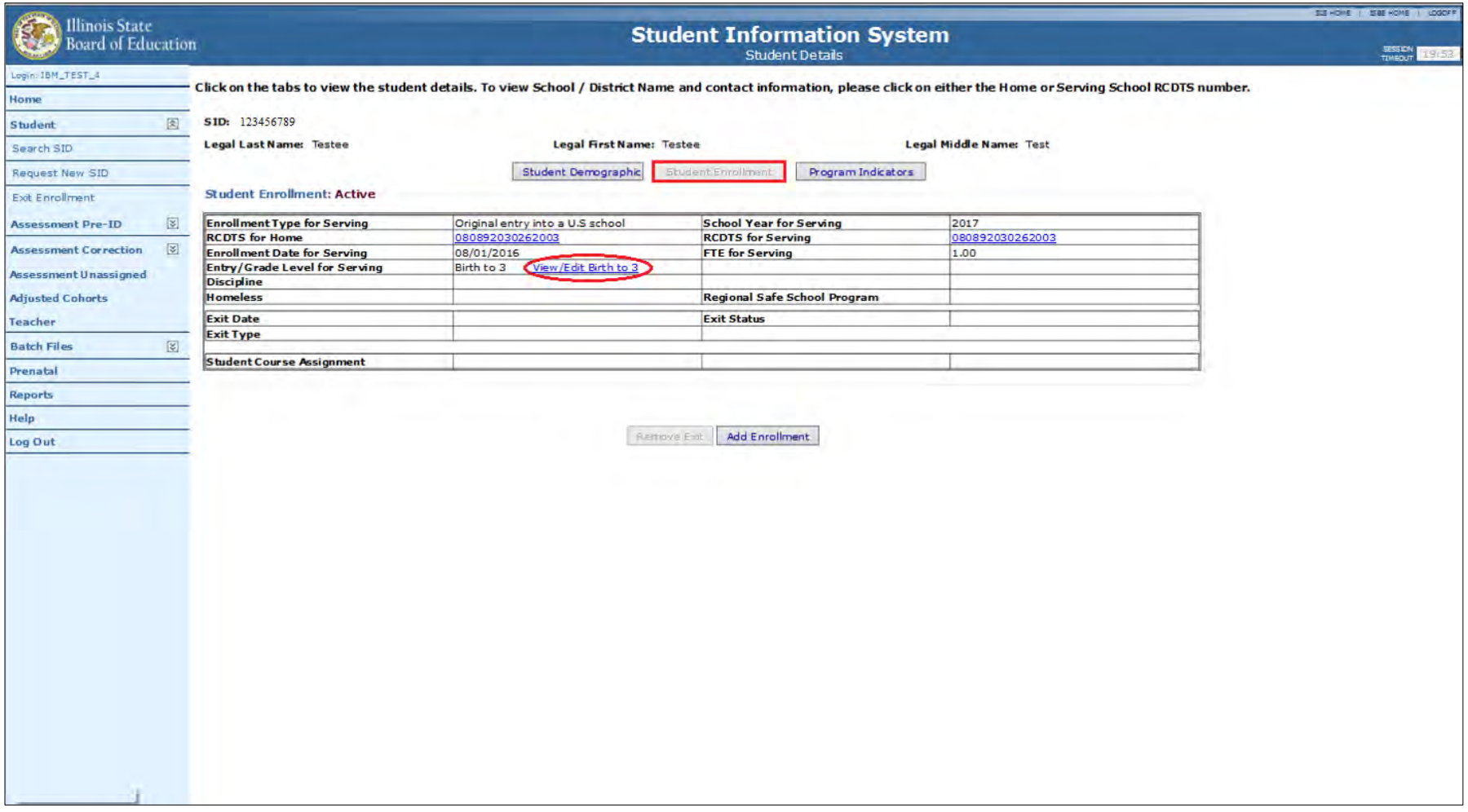
Prenatal

Searching for a existing Prenatal Record



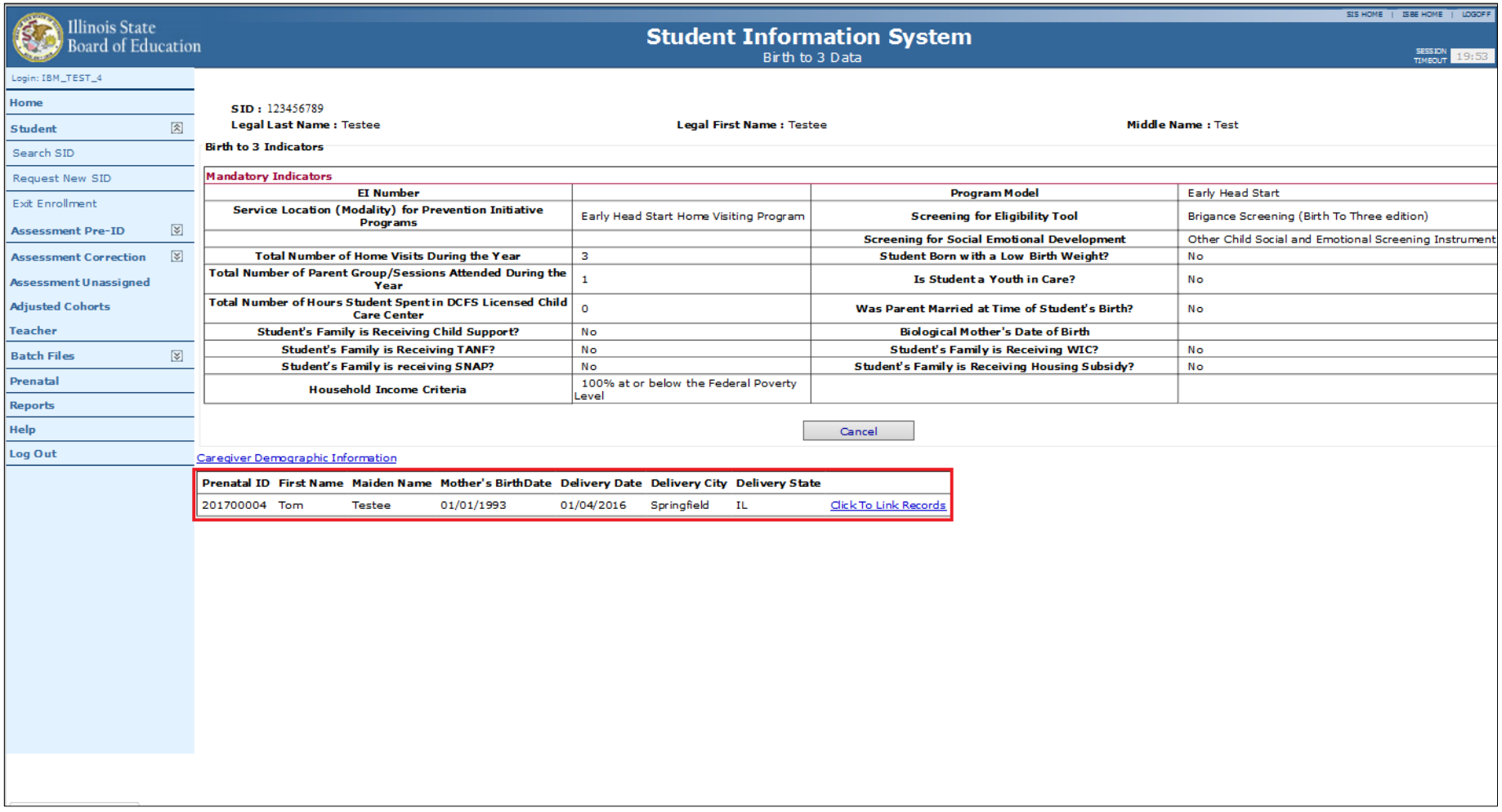
Prenatal

Link a Birth to 3 Student to a Prenatal Record



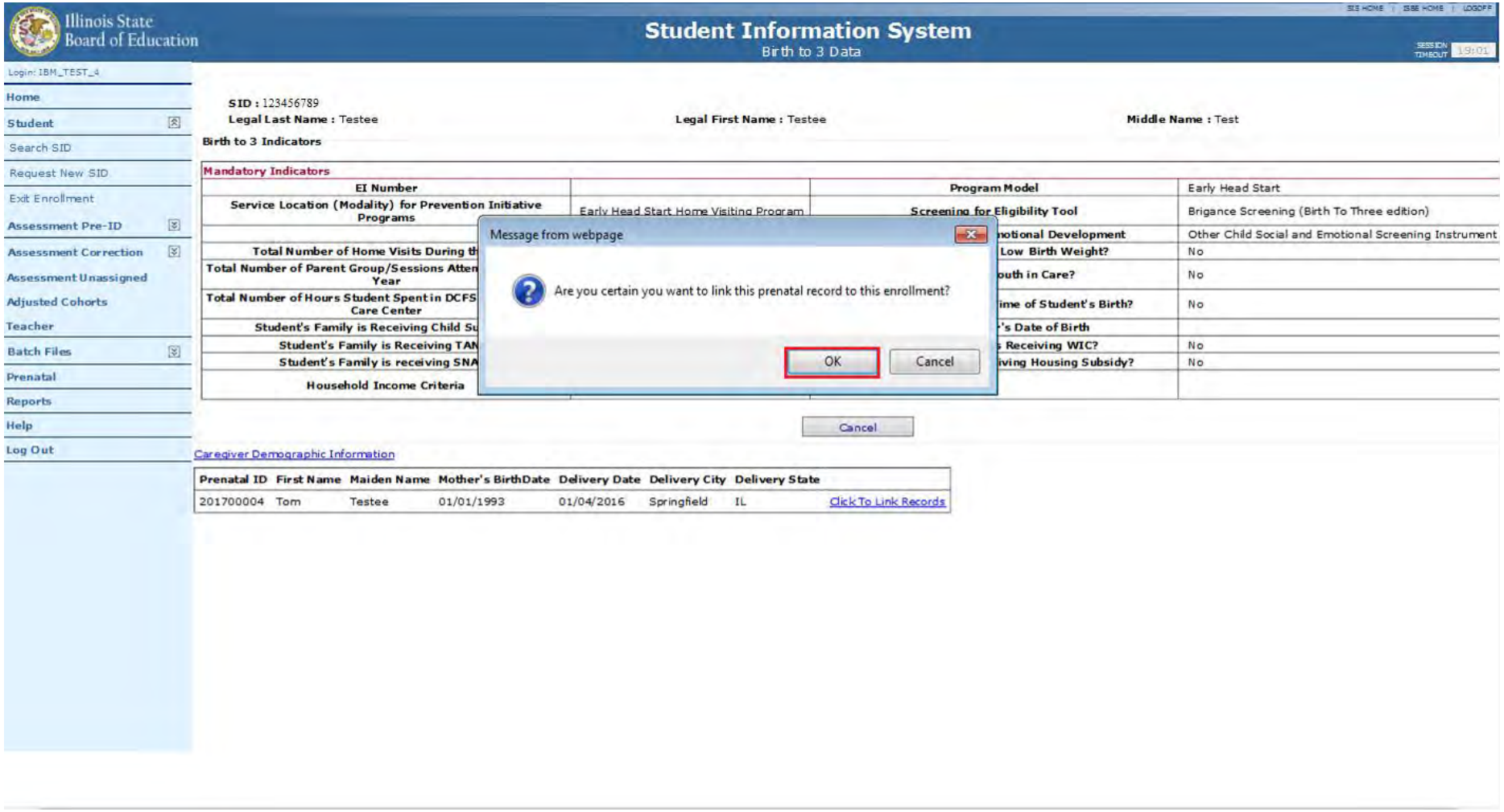
Prenatal

Link a Birth to 3 Student to a Prenatal Record



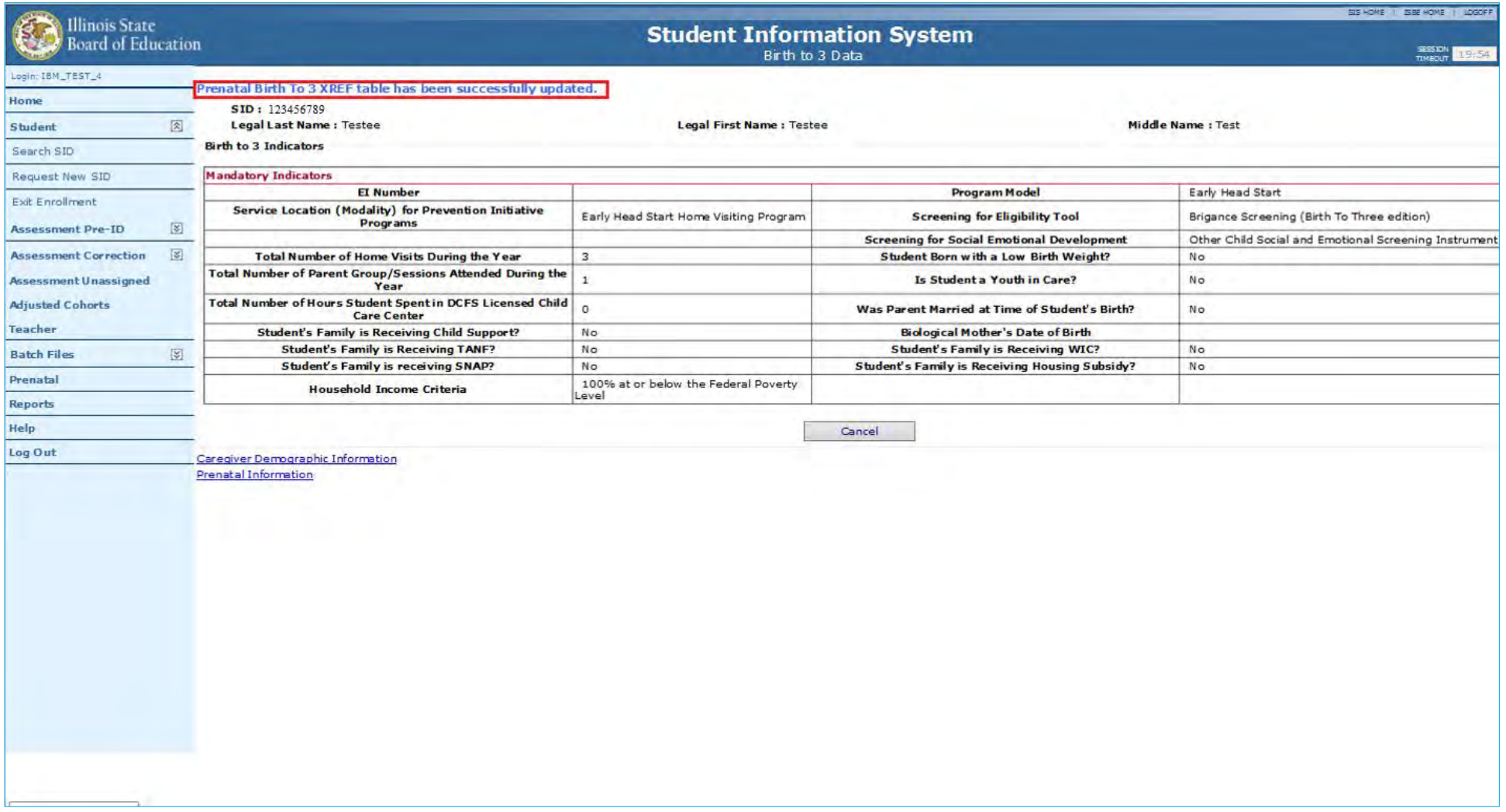
Prenatal

Link a Birth to 3 Student to a Prenatal Record



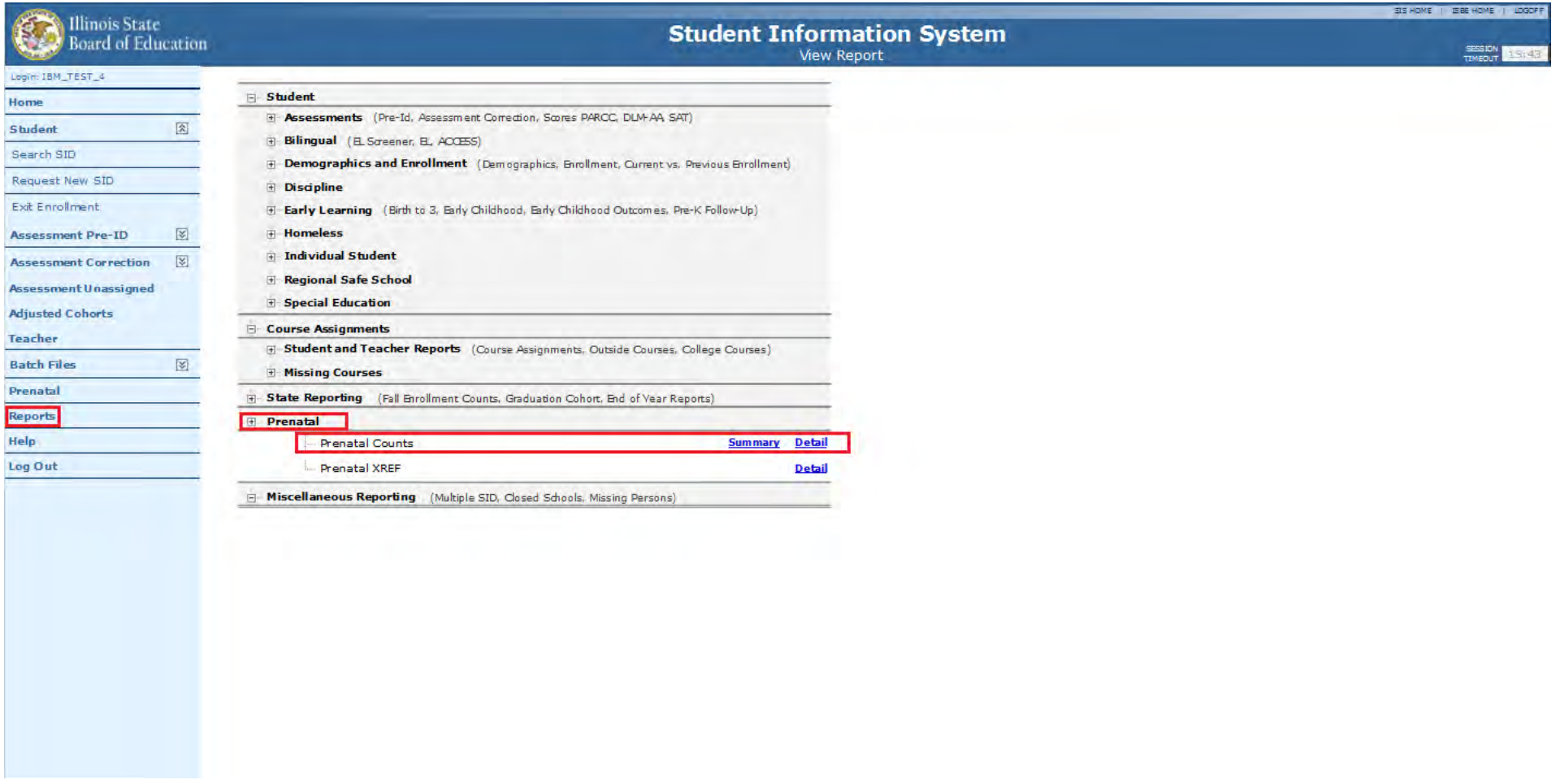
Prenatal

Link a Birth to 3 Student to a Prenatal Record



Prenatal

- **Prenatal Counts Report**



Prenatal

- **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

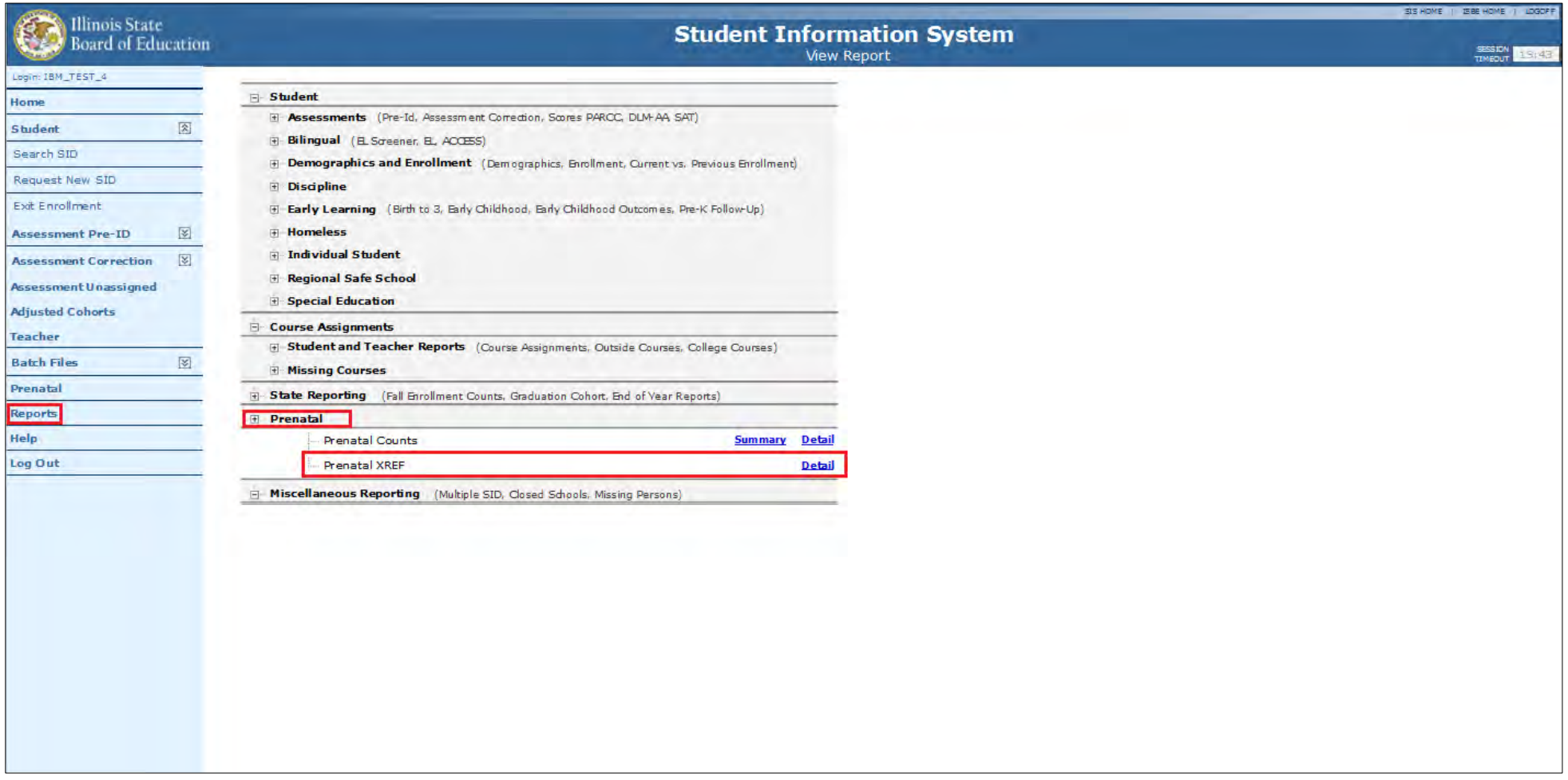
Prenatal ID 201700005 **Mother's Name** Smith (Sexton), Nancy **Address** 222 Pine Ave Springfield IL 62707 **Phone** (217) 777-7777

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

- **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

Illinois State Board of Education

Birth to 3

SIS School Year at a Glance

Submit data and verify accuracy of (Deadline - July 31):

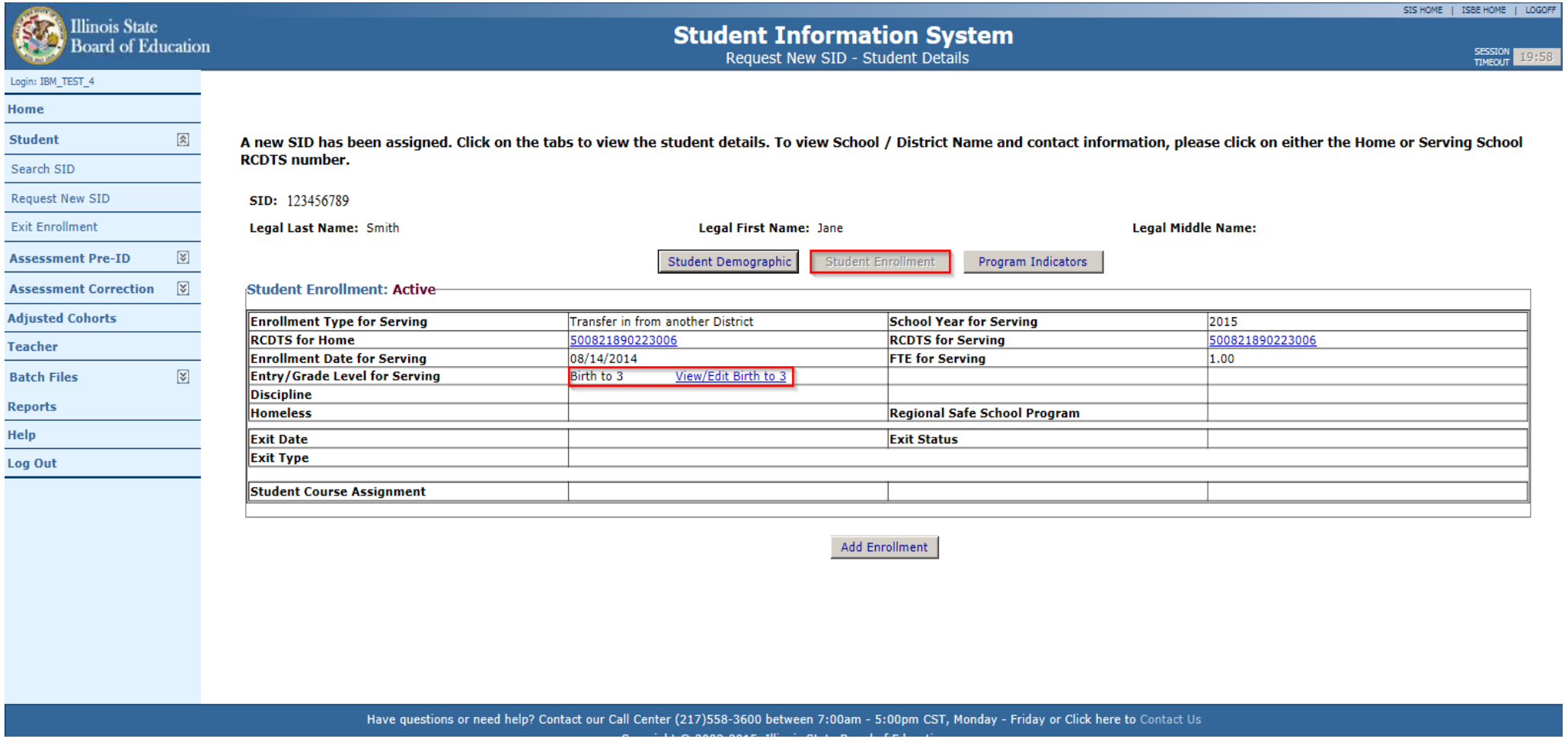
- **Prenatal data**
- **Birth to 3 data**
- **Caregiver Demographic data (Birth to 3)**
- ***College Course Assignments***
- **College and Career Readiness Indicator**
- **Early Childhood Outcomes Entry and Progress Ratings for Pre-K Students with IEPs**
- ***EL Information***
- ***EL Screener***
- **Gifted and Accelerated data**
- **Homeless data**
- ***Immigrant data***
- ***Outside Course Assignments (Grades 9-12 only)***
- **Regional Safe School Program (RSSP) data**
- ***Service Provider data (Students with IDEA Services only)***
- ***Student Address data (Students with IDEA Services only)***
- ***Student Course Assignments (PreK-12)***
- ***Teacher Course Assignments (PreK-12)***

Birth to 3

- **Birth to 3 Validations**
  - 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

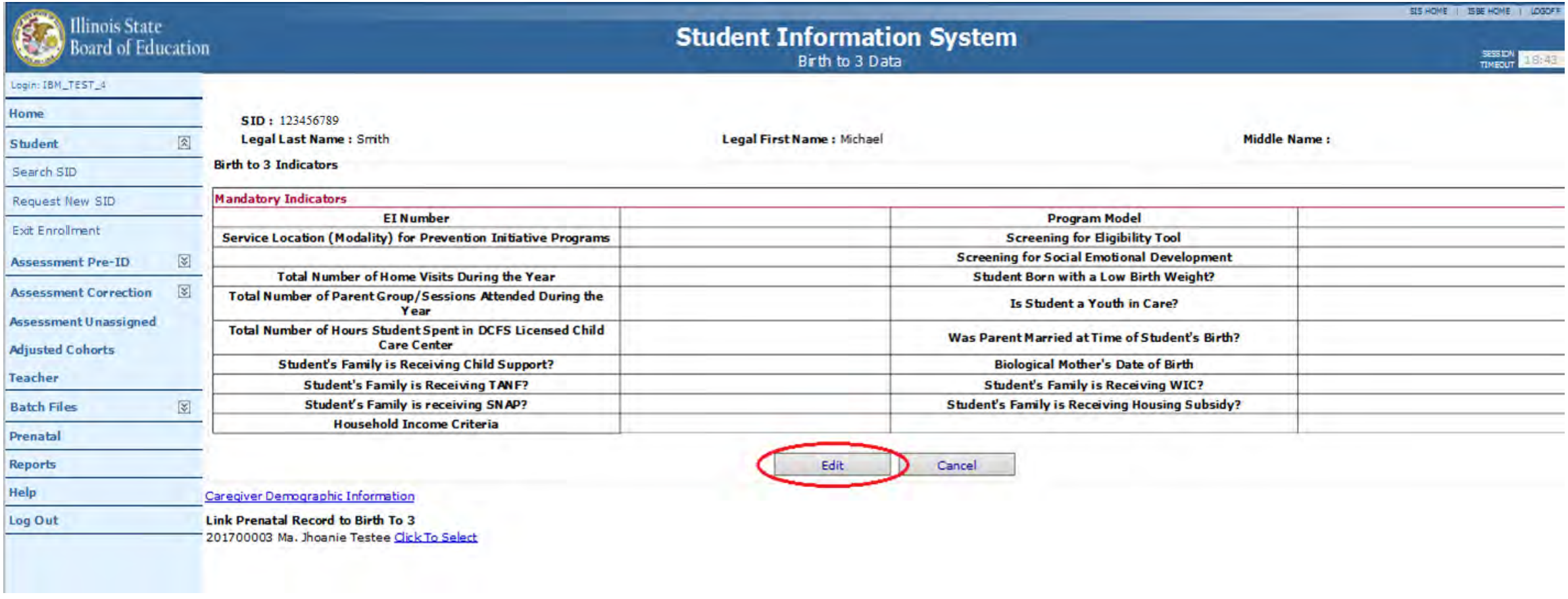
Birth to 3

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



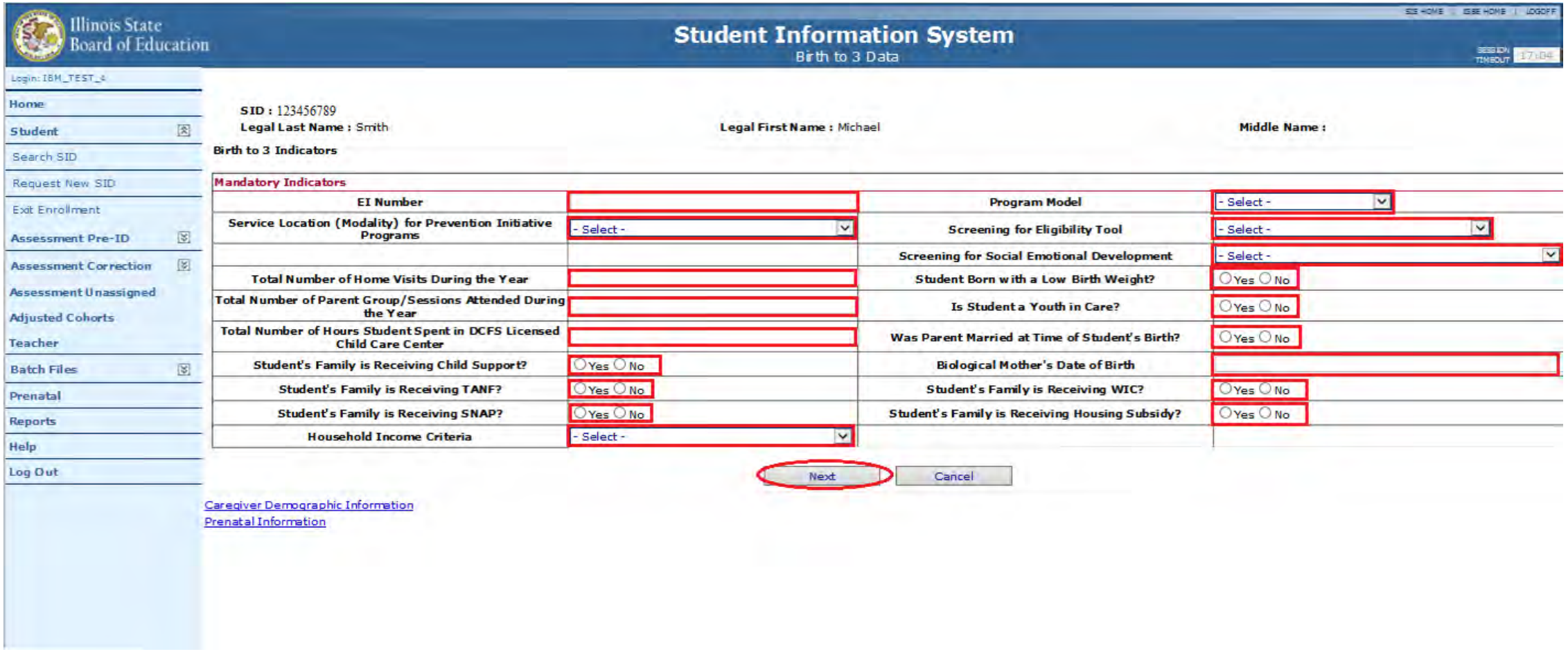
Birth to 3

- **Birth to 3 – View**



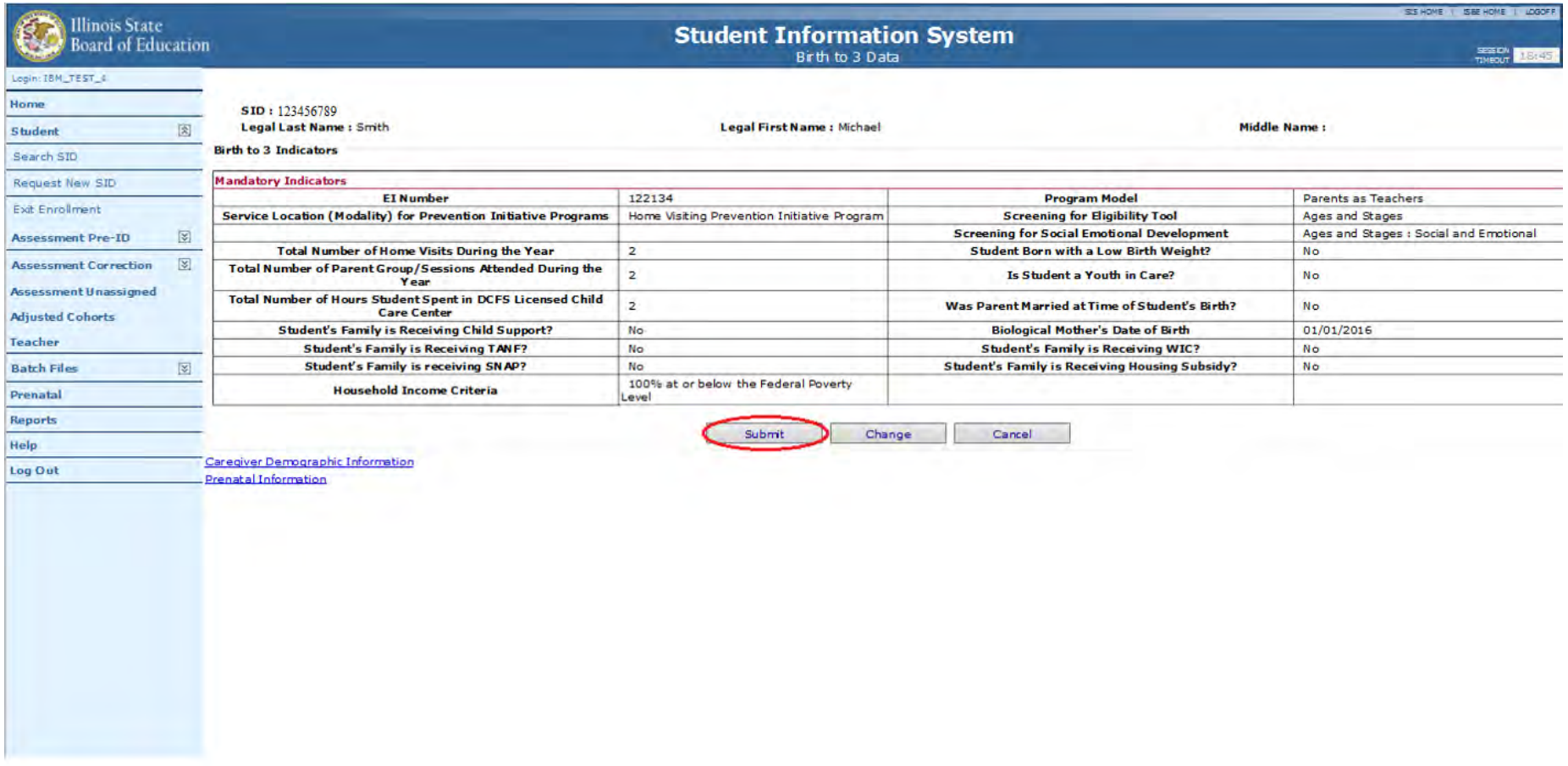
Birth to 3

- **Birth to 3 – Edit**



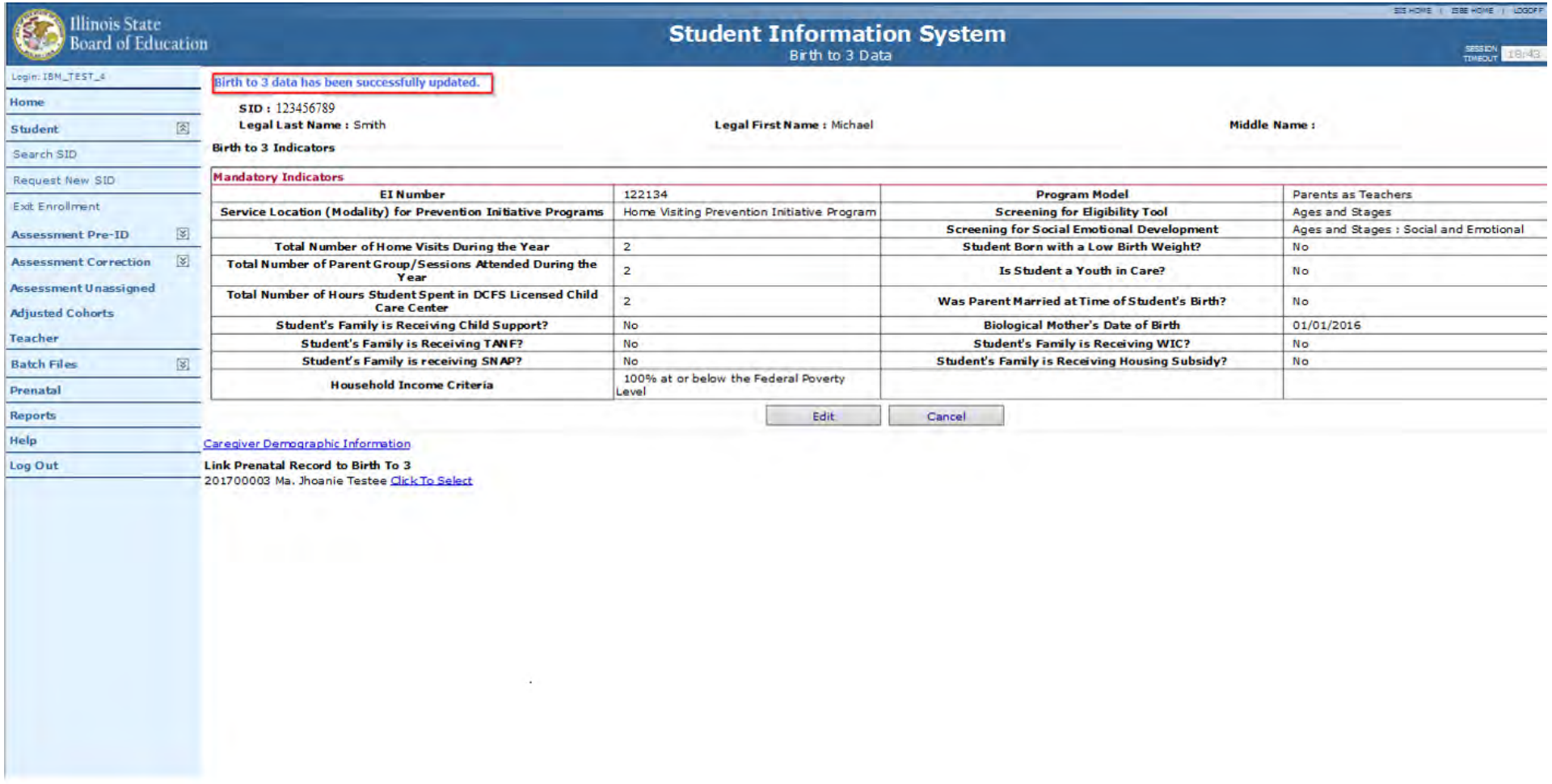
Birth to 3

- **Birth to 3 – Review**



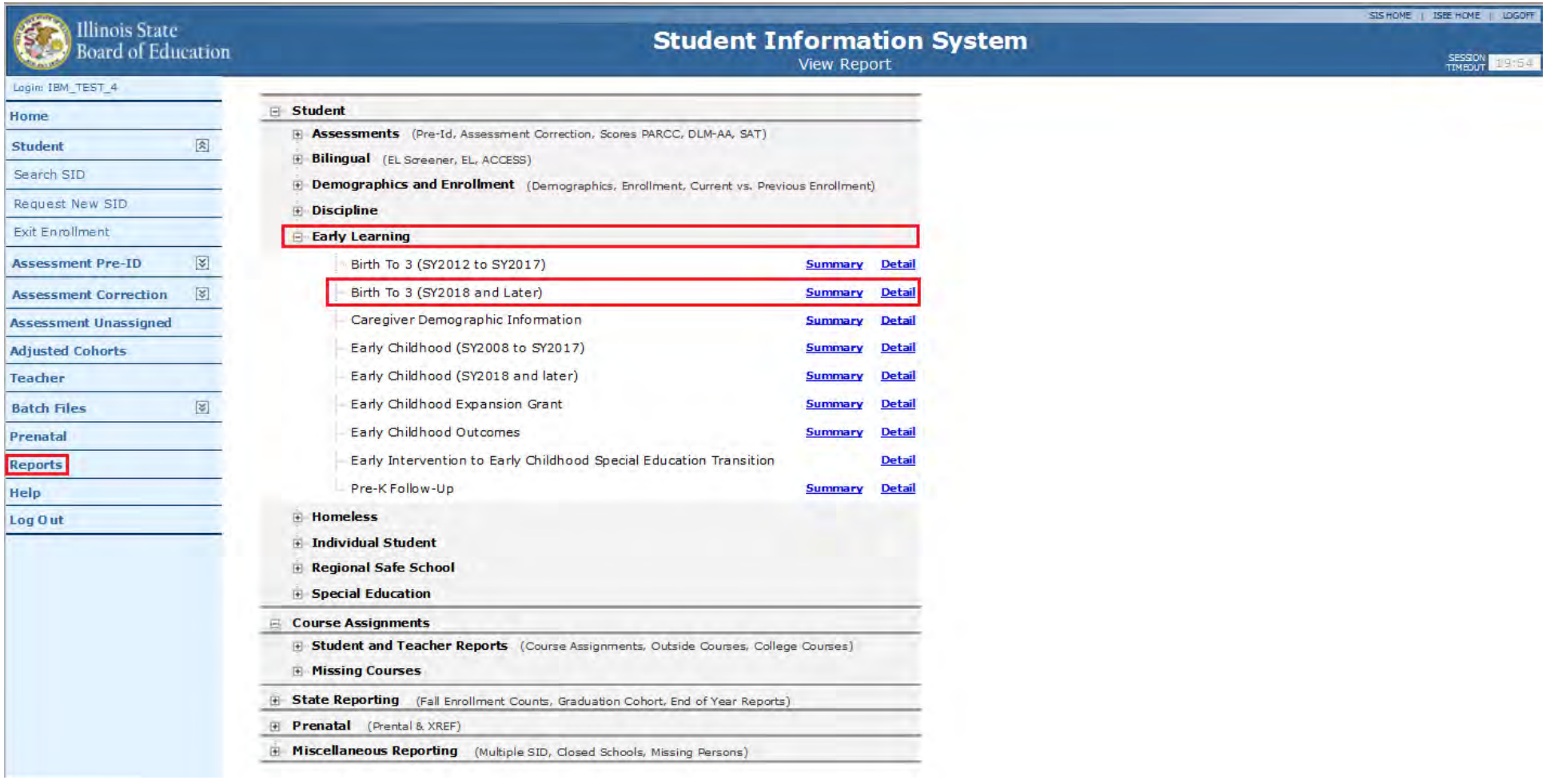
Birth to 3

- **Birth to 3 – Update Successful**



Birth to 3

- **SIS Reports – Birth to 3**



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

Illinois State Board of Education

Caregiver Demographic (Birth to 3)

SIS School Year at a Glance

Submit data and verify accuracy of (Deadline - July 31):

- **Prenatal data**
- **Birth to 3 data**
- **Caregiver Demographic data (Birth to 3)**
- ***College Course Assignments***
- **College and Career Readiness Indicator**
- **Early Childhood Outcomes Entry and Progress Ratings for Pre-K Students with IEPs**
- ***EL Information***
- ***EL Screener***
- **Gifted and Accelerated data**
- **Homeless data**
- ***Immigrant data***
- ***Outside Course Assignments (Grades 9-12 only)***
- **Regional Safe School Program (RSSP) data**
- ***Service Provider data (Students with IDEA Services only)***
- ***Student Address data (Students with IDEA Services only)***
- ***Student Course Assignments (PreK-12)***
- ***Teacher Course Assignments (PreK-12)***

Caregiver Demographic (Birth to 3)

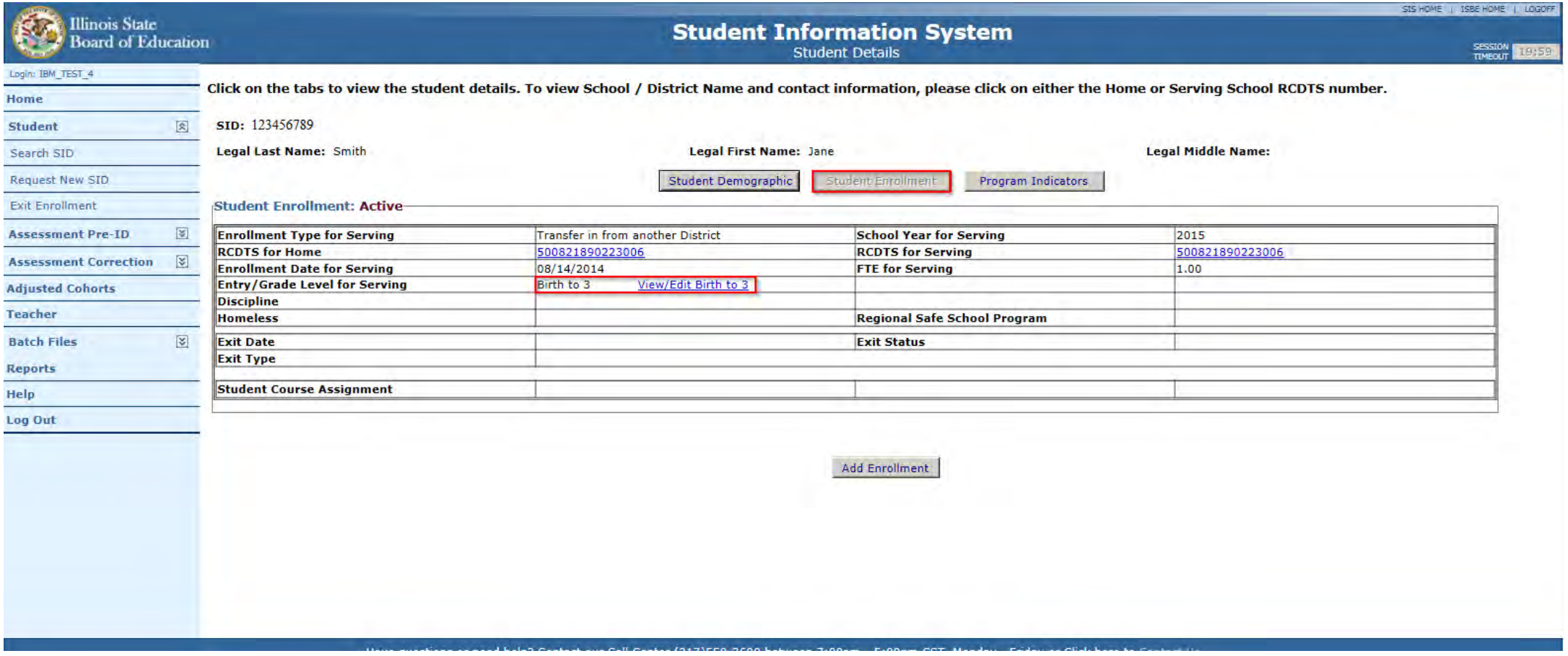
- **Caregiver Demographic Validations**
  - All Mandatory Caregiver Demographic Information must be included before the student is exited
  - The Home RCDTS of the student's active enrollment must match the user's IWAS RCDTS
  - Student must be enrolled as "00 – Birth to 3"

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.

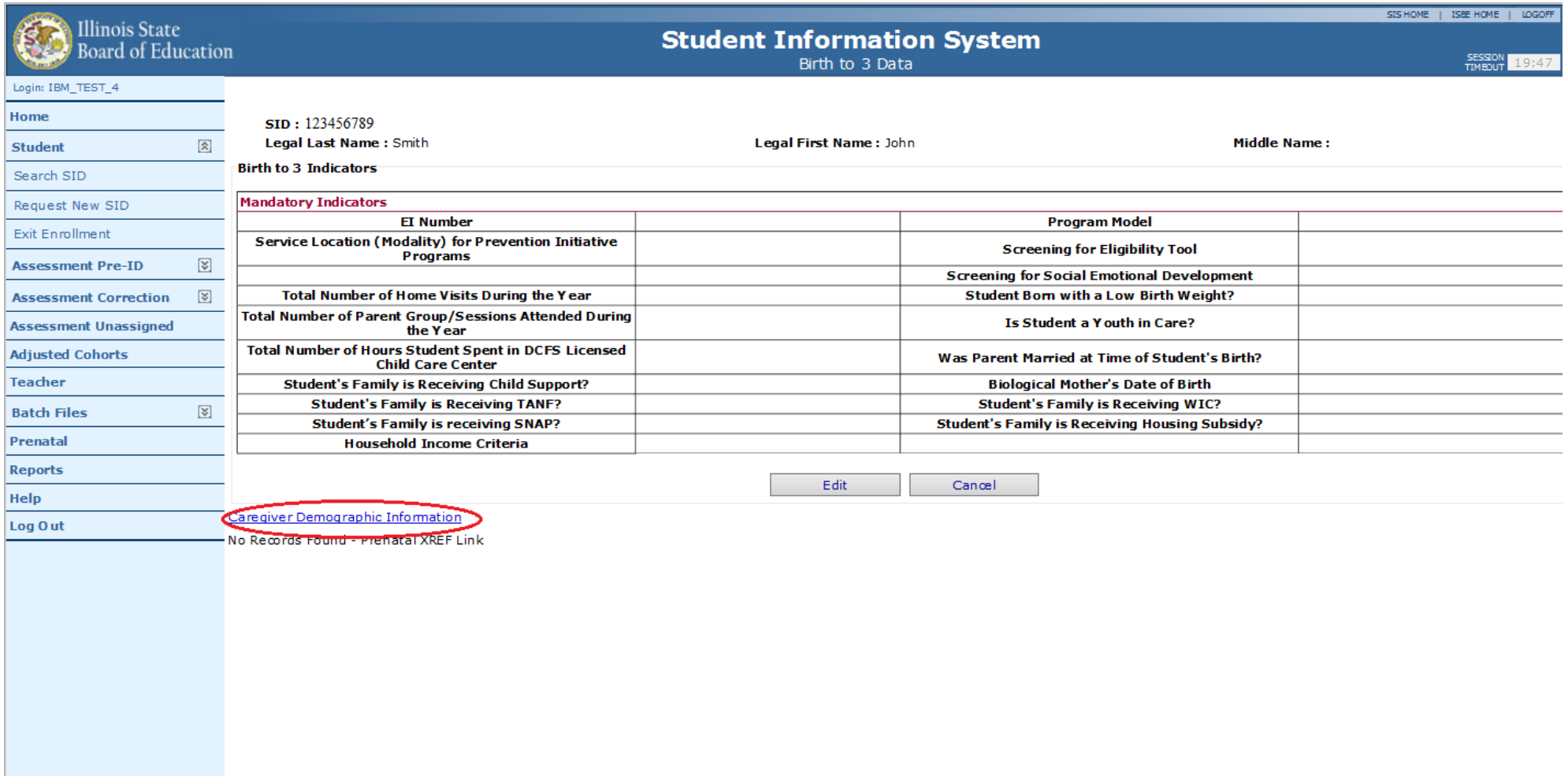
Caregiver Demographic (Birth to 3)

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



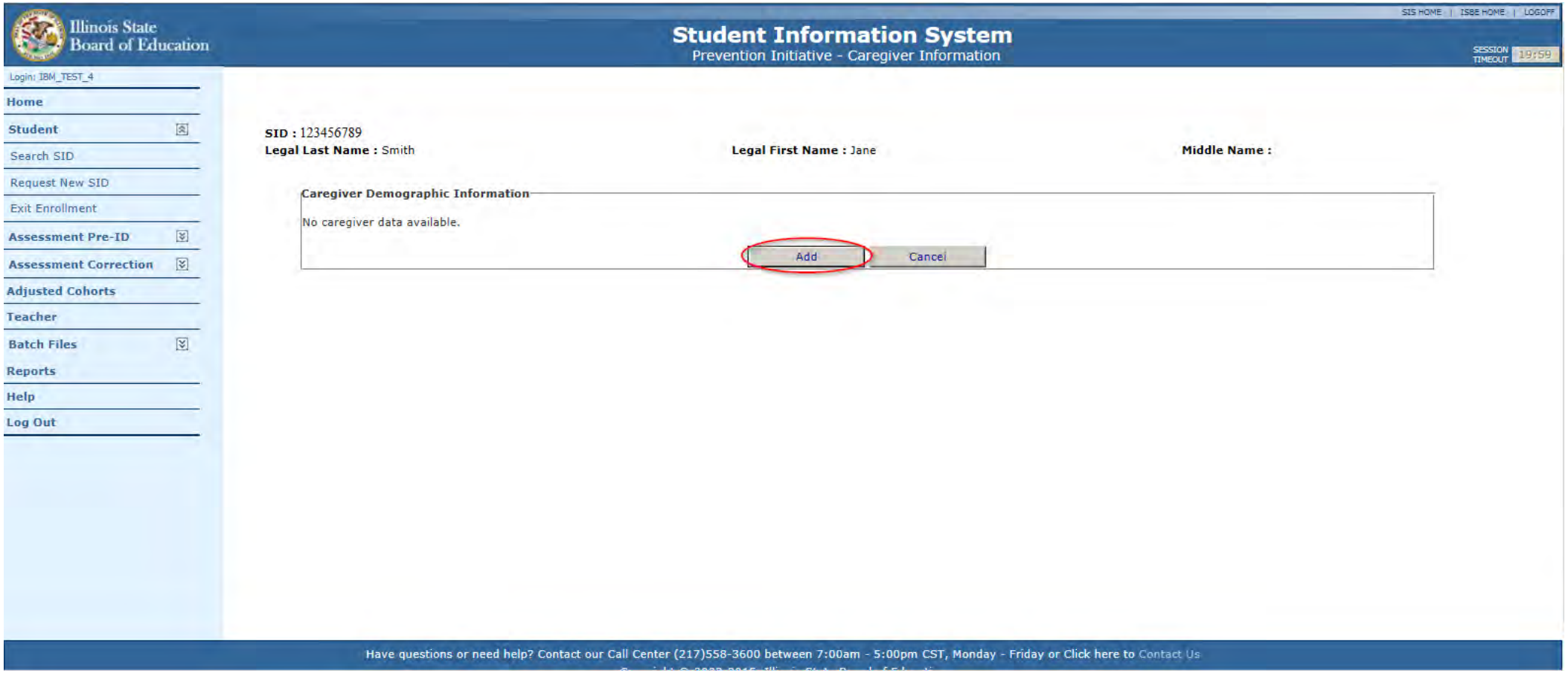
Caregiver Demographic (Birth to 3)

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



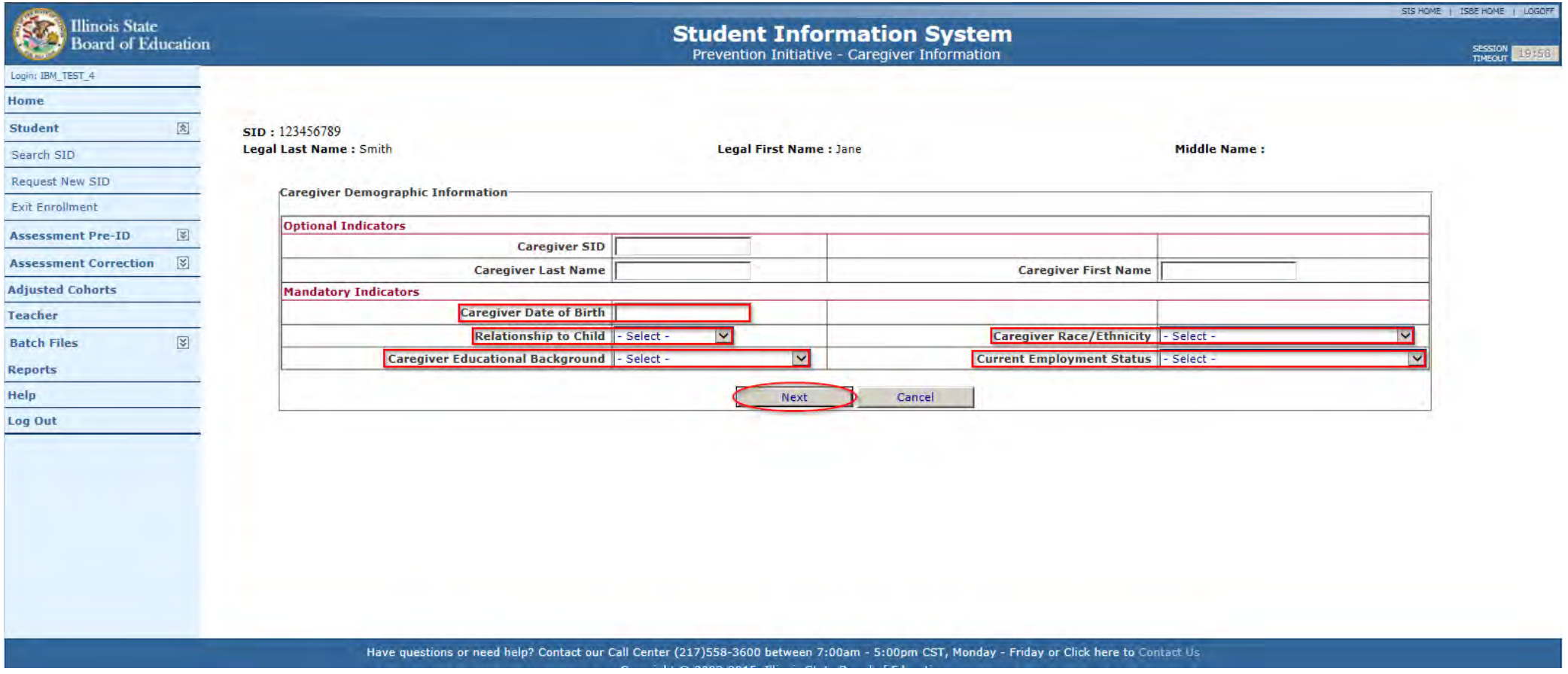
Caregiver Demographic (Birth to 3)

- **Caregiver Demographic – Add/Update**



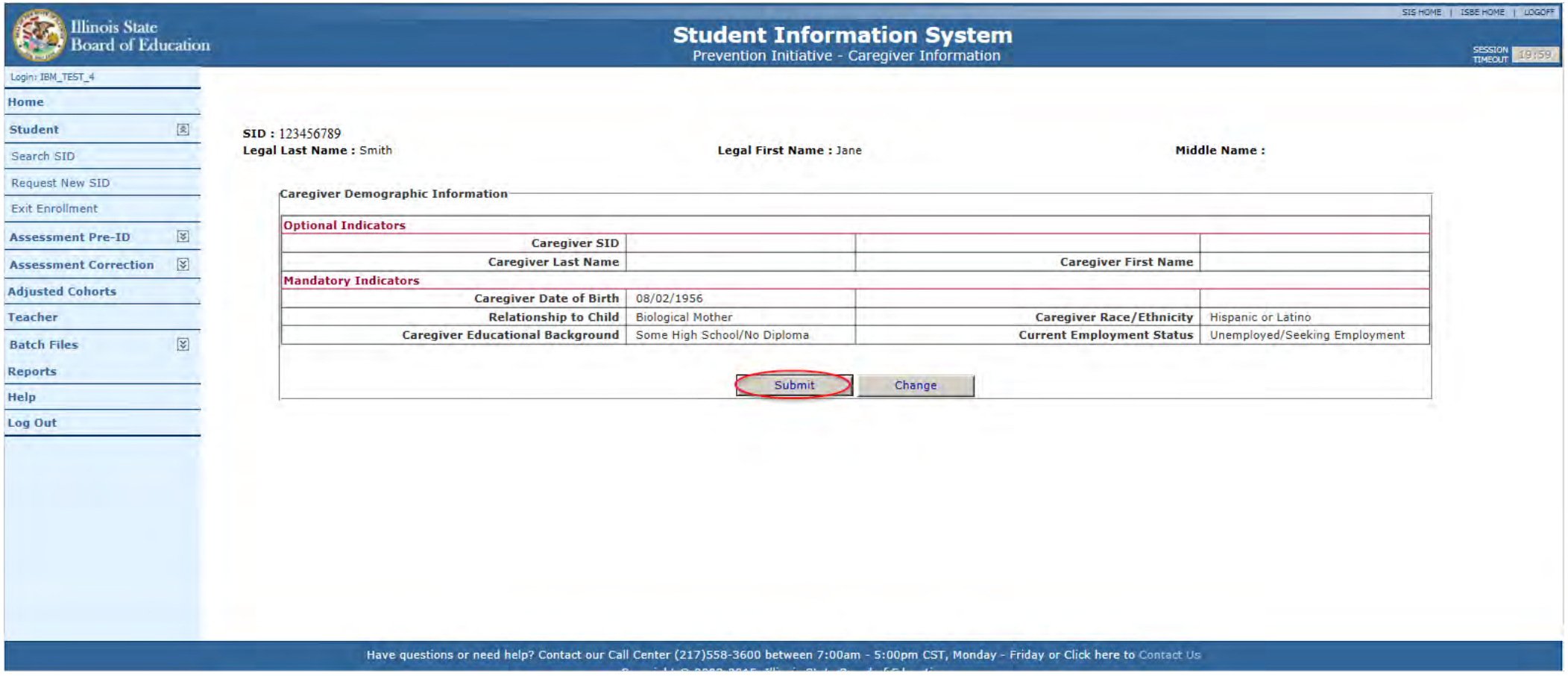
Caregiver Demographic (Birth to 3)

- **Caregiver Demographic – Edit**



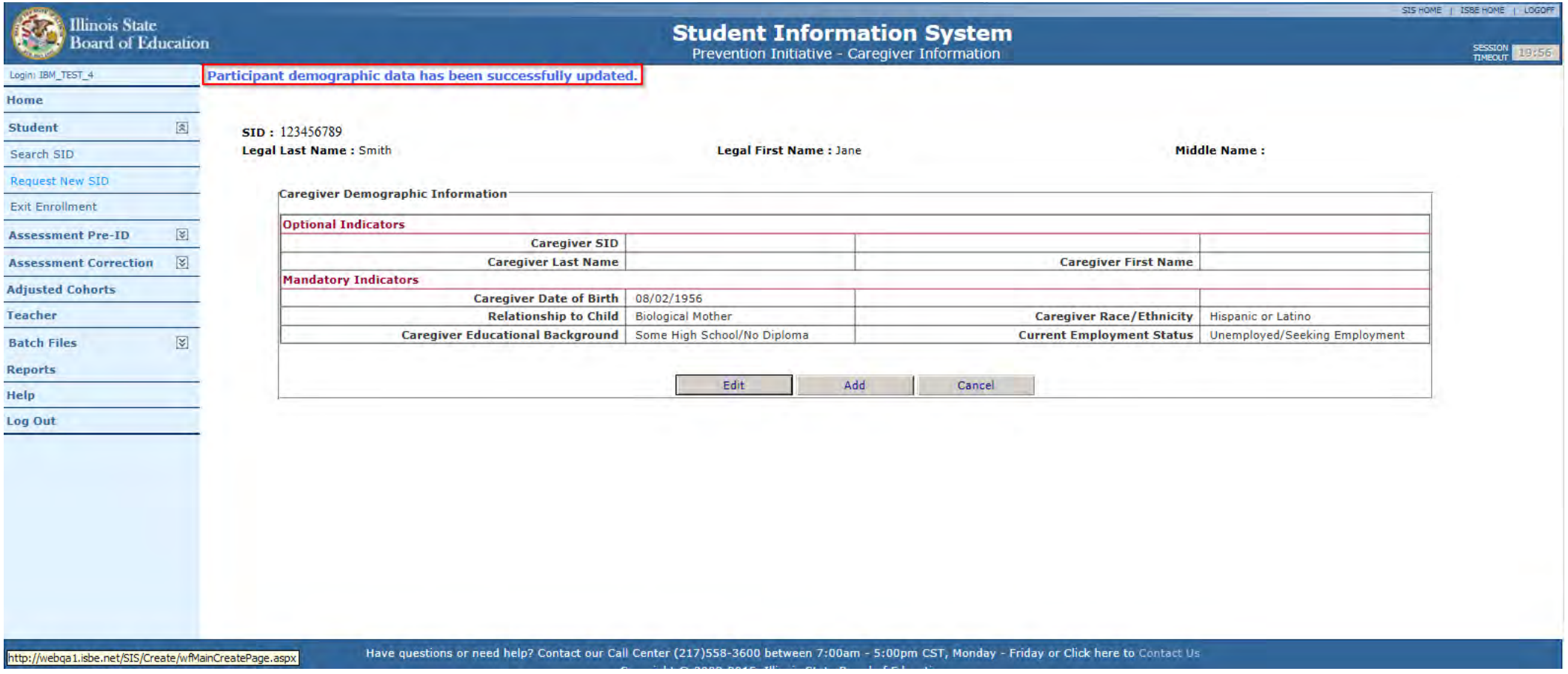
Caregiver Demographic (Birth to 3)

- **Caregiver Demographic – Submit**



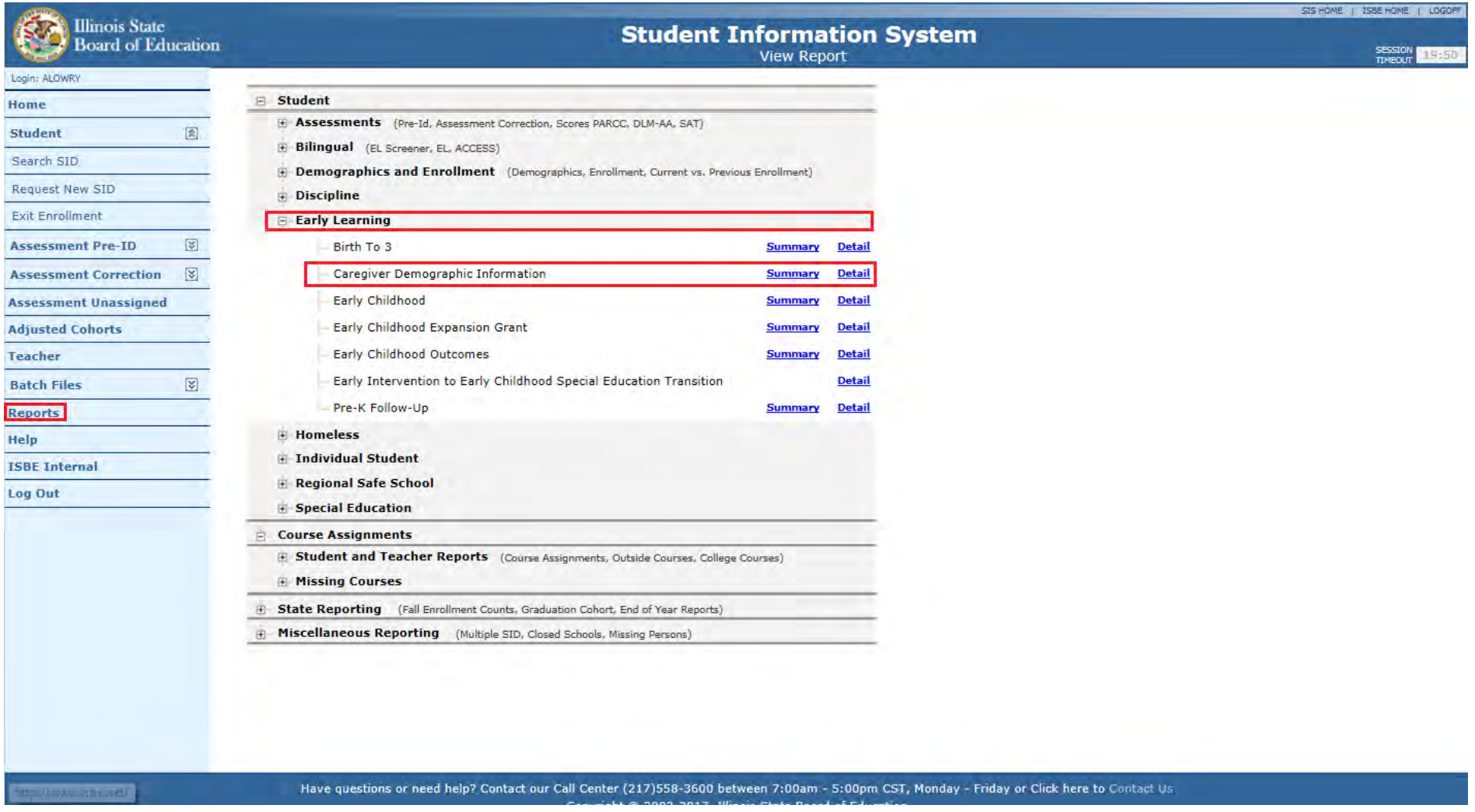
Caregiver Demographic (Birth to 3)

- **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	3	Some High School/No Diploma	5	Vocational School Training	7	Some College
	2	Current High School Student	4	High School Diploma/GED	6	Associate Degree	8	Bachelor Degree

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

Illinois State Board of Education

College and Career Readiness Indicator

SIS School Year at a Glance

Submit data and verify accuracy of (Deadline - July 31):

- **Prenatal data**
- **Birth to 3 data**
- **Caregiver Demographic data (Birth to 3)**
- ***College Course Assignments***
- **College and Career Readiness Indicator**
- **Early Childhood Outcomes Entry and Progress Ratings for Pre-K Students with IEPs**
- **Early Childhood Transition data**
- ***EL Information***
- ***EL Screener***
- **Gifted and Accelerated data**
- **Homeless data**
- ***Immigrant data***
- ***Outside Course Assignments (Grades 9-12 only)***
- **Regional Safe School Program (RSSP) data**
- ***Service Provider data (Students with IDEA Services only)***
- ***Student Address data (Students with IDEA Services only)***
- ***Student Course Assignments (PreK-12)***
- ***Teacher Course Assignments (PreK-12)***

College and Career Readiness Indicator

- SIS will start collecting CCRI data in SY 2019.
- CCRI data will first be reported in the October 2020 Report Card.
- Data points will become part of the Student Success/School Quality Indicator within the accountability system in the 2021 Report Card.
- Only students in grades 9 – 12 will be able to enter a CCRI record.
- Only the most recent Home, Serving, or Service Provider RCDT can add or edit a CCRI Record.
- More information can be found at: https://www.isbe.net/Documents/College-Career-Ready-Indicator.pdf

College and Career Readiness Indicator

CCRI Data Elements:

- **GPA (Only for grades 11 and 12)**
  - 01- 3.75 or Above
  - 02- 2.8-3.74
  - 03- Below 2.8
  - 00-None
- **Identify a Career Area of Interest by the End of Sophomore Year** - Yes/No
- **One academic indicator in ELA** - Yes/No
- **One academic indicator in Math** - Yes/No
- **Minimum ACT or SAT Subject Scores-English, Reading, and Writing** - Yes/No
- **Minimum ACT or SAT Subject Scores-Math** - Yes/No

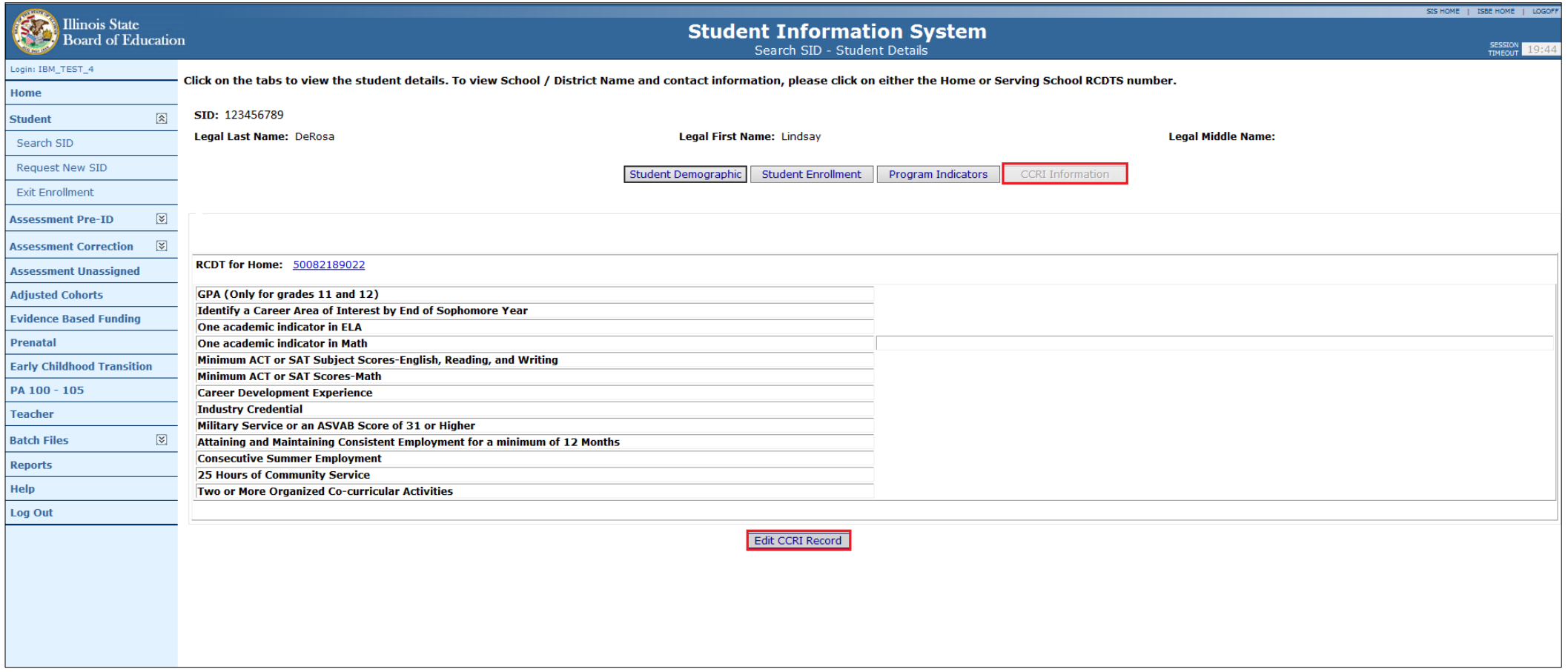
College and Career Readiness Indicator

CCRI Data Elements continued:

- **Career Development Experience** - Yes/No
- **Industry Credential**
  - 01 - Agriculture, Food and National Resources
  - 02 - Arts and Communications
  - 03 - Finance and Business Services
  - 04 - Human and Public Services
  - 05 - Information Technology
  - 06 - Manufacturing, Engineering, Technology and Trades
  - 07 - Health Sciences and Technology
  - 00 - None
- **Military Service or an ASVAB Score of 31 or Higher - Yes/No**
- **Attaining and Maintaining Consistent Employment for a Minimum of 12 Months - Yes/No**
- **Consecutive Summer Employment -Yes/No**
- **25 Hours of Community Service - Yes/No**
- **Two or More Organized Co-curricular Activities - Yes/No**

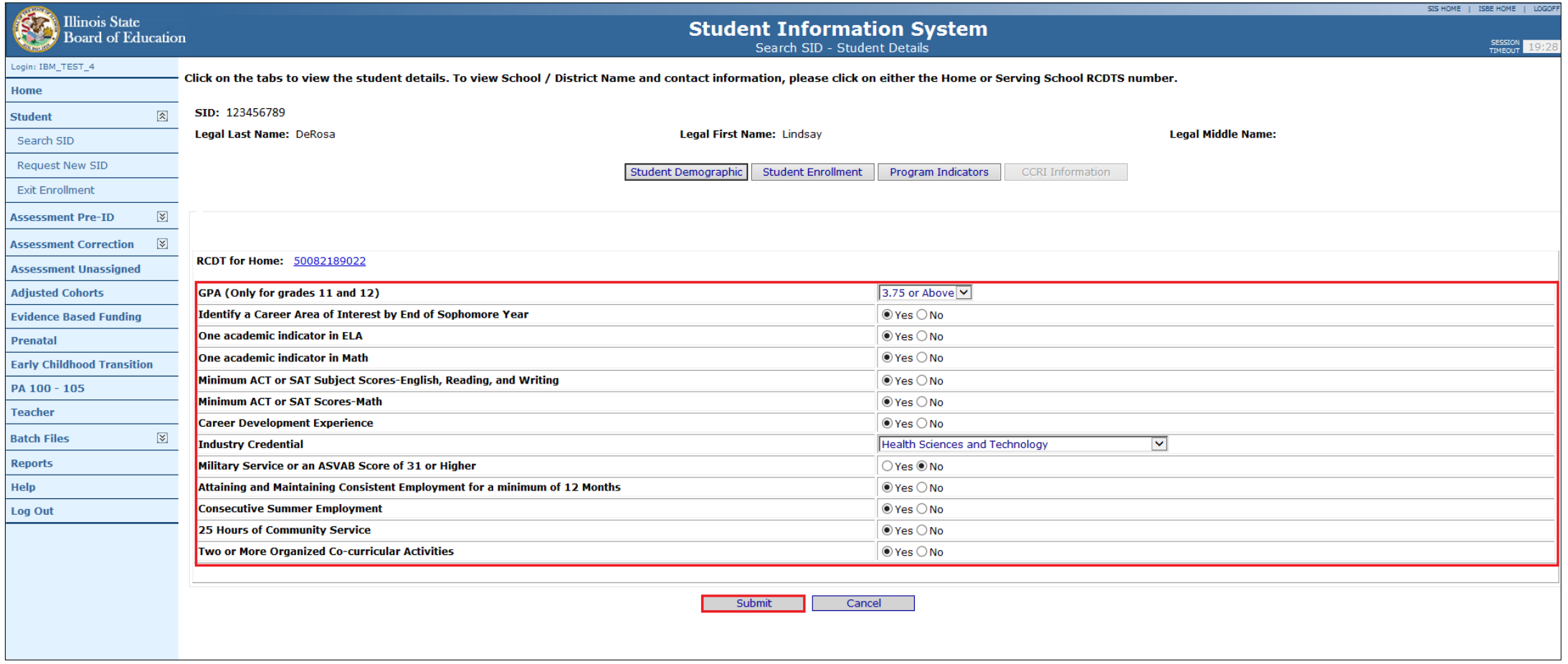
College and Career Readiness Indicator

- College and Career Readiness Indicator - Edit



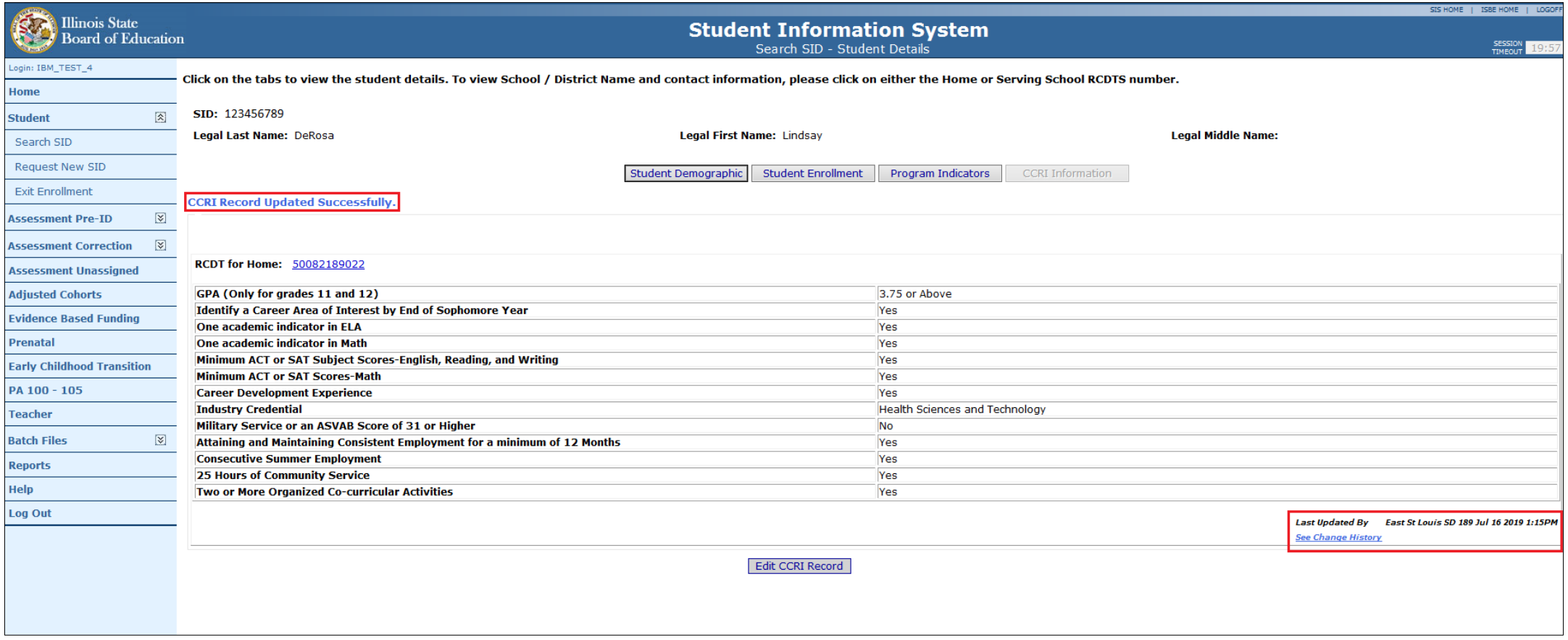
College and Career Readiness Indicator

- College and Career Readiness Indicator - Submit



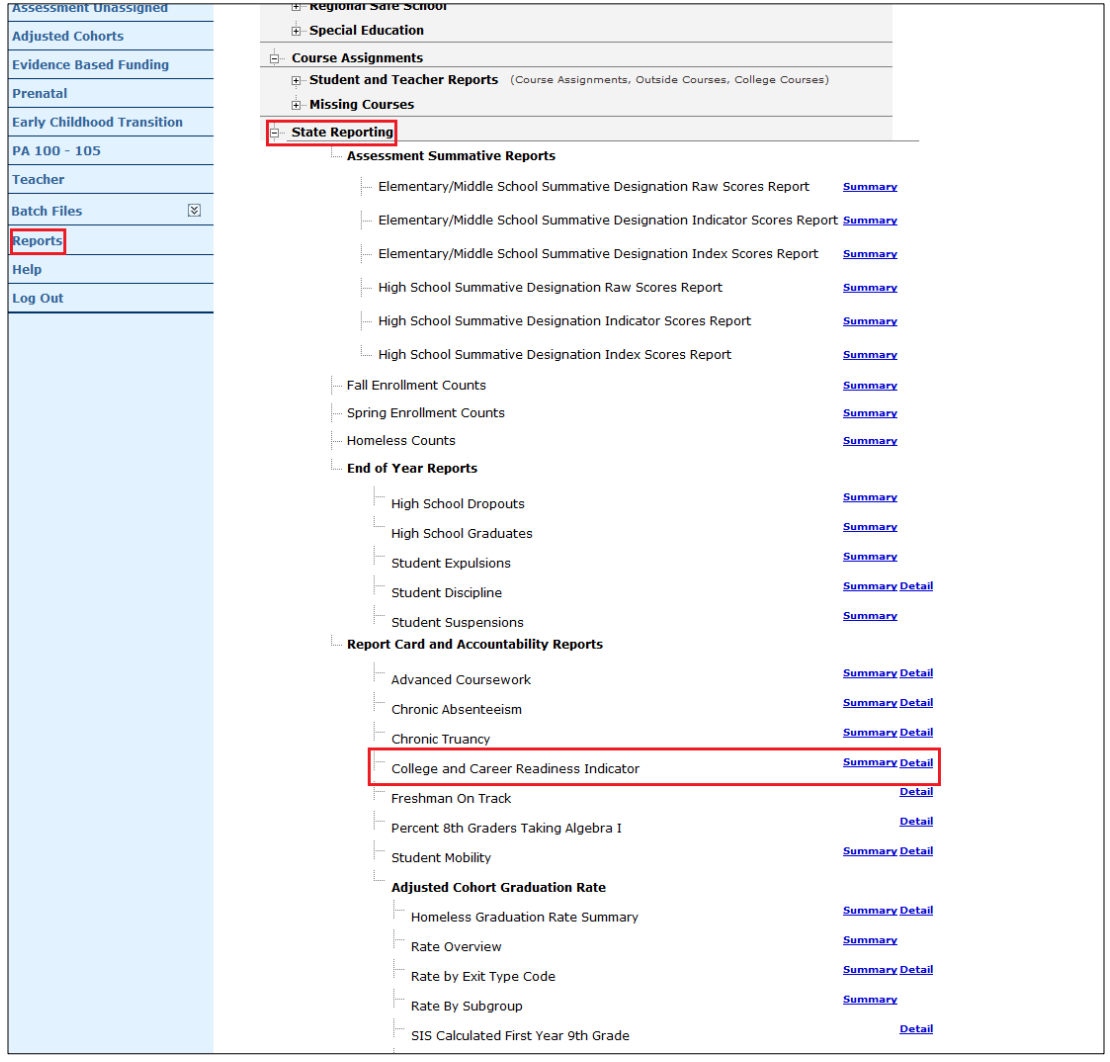
College and Career Readiness Indicator

- College and Career Readiness Indicator – Successfully Updated!
  - Change History



College and Career Readiness Indicator

- College and Career Readiness Indicator - Reports



College and Career Readiness Indicator

- College and Career Readiness Indicator – Detail Report

2019 College and Career Readiness Indicator (Detail)

7/16/2019 1:21 pm

SIS Home District: 123456789 ISBE SD 101

Selection Criteria: Sorted By: Student ID

Columns: * = Defined below

A	GPA (Only for grades 11 and 12)	**H**	Industry Credential
B	Identify a Career Area of Interest by the End of the Sophomore Year	**I**	Military Service or an ASVAB Score of 31 or Higher
C	One Academic Indicator ELA	**J**	Attaining and Maintaining Consistent Employment for a Minimum of 12 Months
D	One Academic Indicator Math	**K**	Consistent Summer Employment
E	Minimum ACT or SAT Subject Scores - English, Reading, Writing	**L**	25 Hours of Community Service
F	Minimum ACT or SAT Subject Scores - Math	**M**	Two or More Organized Co-curricular Activities
G	Career Development Experience		

GPA	**Industry Credential**		
01 - 3.75 and Above	**01** - Agriculture, Food and National Resources	**04** - Human and Public Services	**07** - Health Sciences and Technology
02 - 2.8 - 3.74	**02** - Arts and Communications	**05** - Information Technology	**00** - None
03 - Below 2.8	**03** - Finance and Business Services	**06** - Manufacturing, Engineering, Technology and Trades	
00 - None			

Home School: 500821890220043

Student ID	Name	Date of Birth	Grade	A	B	C	D	E	F	G	H	I	J	K	L	M
123456789	DeRosa, Lindsay	06/17/2005	11	01	Y	Y	Y	Y	Y	Y	07	N	Y	Y	Y	Y

Illinois State Board of Education

Early Childhood Outcomes

SIS School Year at a Glance

Submit data and verify accuracy of (Deadline - July 31):

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- **College and Career Readiness Indicator**
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- ***EL Screener***
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- **Homeless data**
- ***Immigrant data***
- ***Outside Course Assignments (Grades 9-12 only)***
- **Regional Safe School Program (RSSP) data**
- ***Service Provider data (Students with IDEA Services only)***
- ***Student Address data (Students with IDEA Services only)***
- ***Student Course Assignments (PreK-12)***
- ***Teacher Course Assignments (PreK-12)***

Early Childhood Outcomes

- **Criteria determining when Early Childhood Outcomes data must be reported**
  - Pre-K

  and
  - IDEA Services “Yes” and Private Schooled Student “No”

- **Early Childhood Outcomes – Progress Rating**
  - Recommended by Early Childhood Outcomes Advisory Committee to improve school districts’ tracking on early childhood special education students
    - Allow the school districts the ability to submit data at any time
    - Improve data quality
    - Use existing ECO data collection process

Early Childhood Outcomes

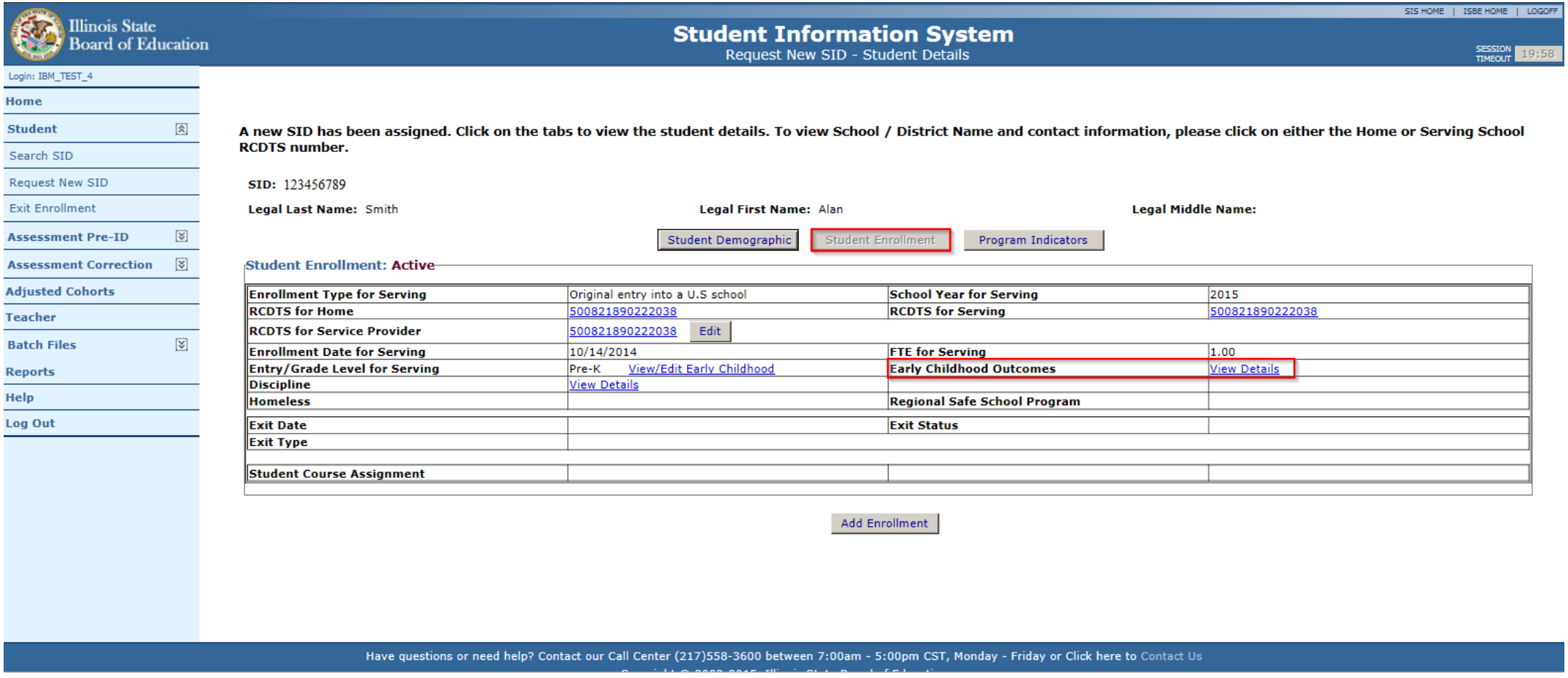
- **Early Childhood Outcomes Validations**
  - One Early Childhood Outcomes "Entry Rating" is mandatory before the student's enrollment is exited
  - Upon exiting a student's enrollment, an Early Childhood Outcomes Progress Rating is required if the last rating is more than 6 months old OR if the student is exited during the timeframe of February 1 – July 31, an updated ECO rating must be done during that timeframe
  - The Early Childhood Outcomes ratings may be submitted to SIS at any time while the student is enrolled

Early Childhood Outcomes

- Primary Anchors
  - 01 - Assessment and Evaluation Programming System (AEPS)
  - 02 - Carolina Curriculum for Infants and Toddlers/Preschoolers with Special Needs
  - 03 - High Scope Child Observation Record
  - 05 - Hawaii Early Learning Profile (HELP)
  - 08 - Work Sampling System
  - 10 - Teaching Strategies GOLD
  - 11 - Early Learning Scales (ELS)
  - 12 - Ages and Stages Questionnaire (ASQ)
  - 98 - Private School Student
  - 99 Erroneous

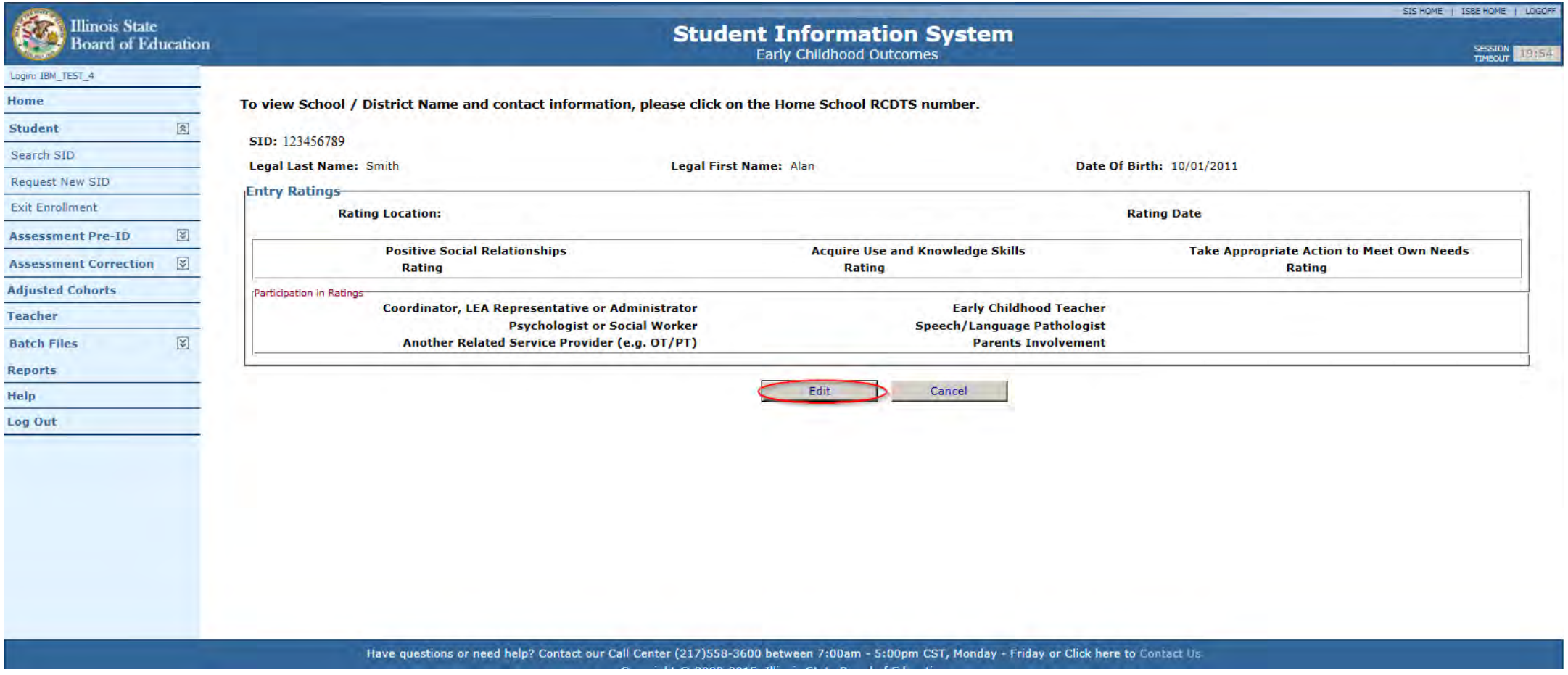
Early Childhood Outcomes (ECO)

- **Student Enrollment – ECO Link**



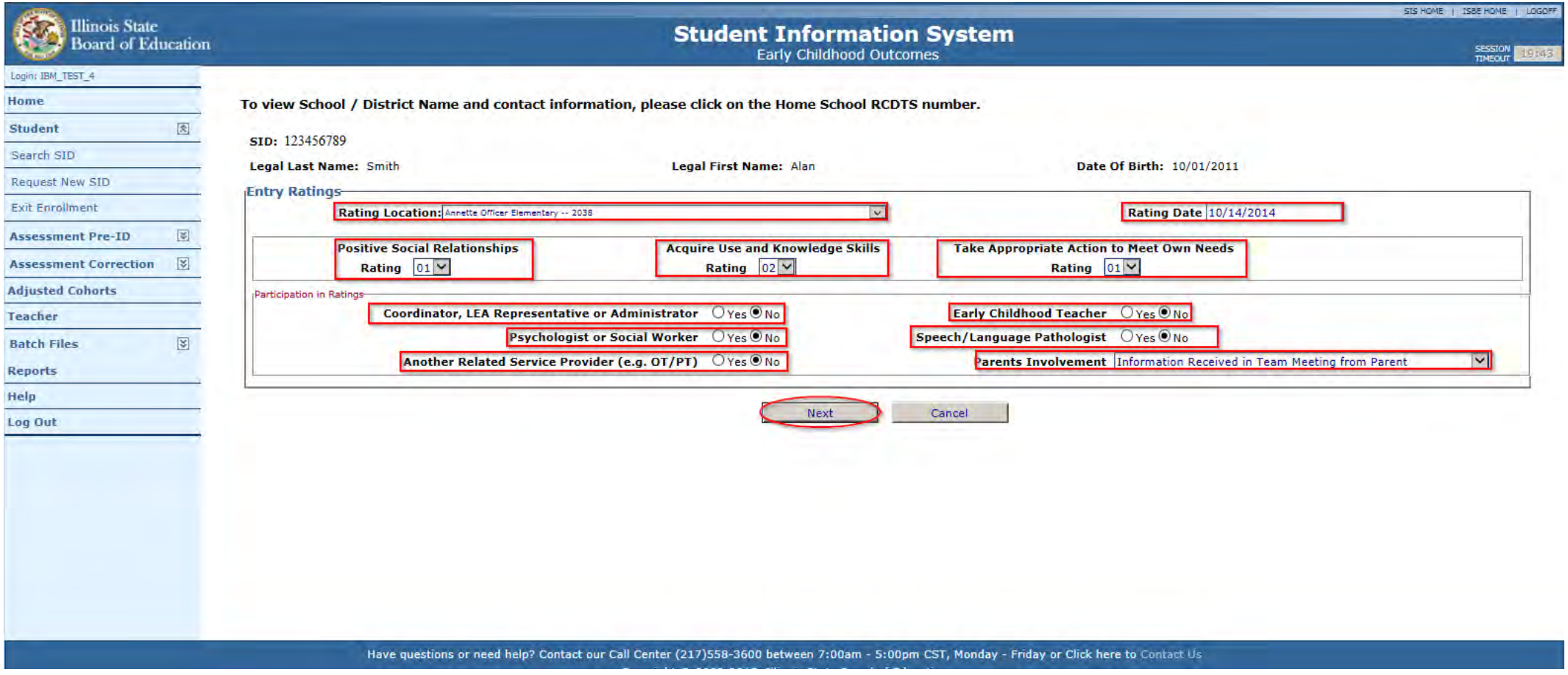
Early Childhood Outcomes

- **ECO – View Entry Rating**



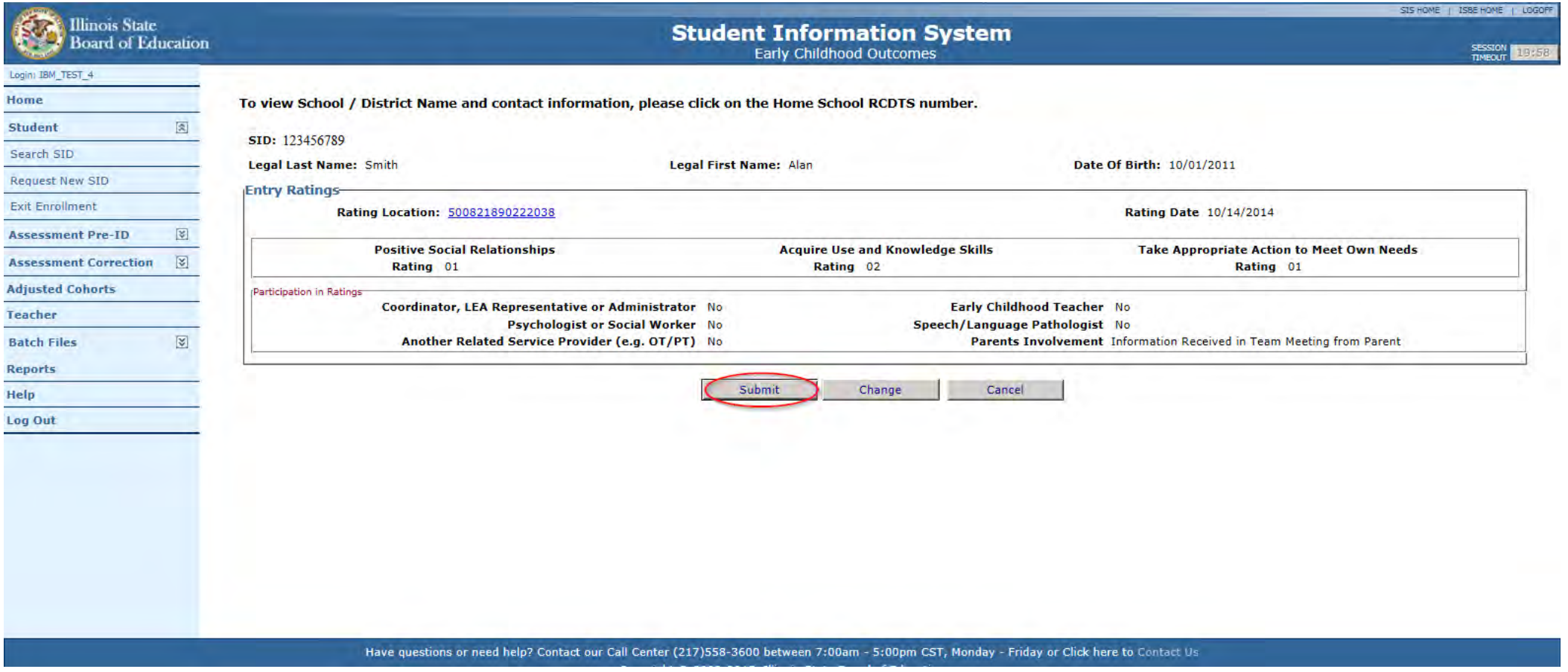
Early Childhood Outcomes

- **ECO – Edit Entry Rating**



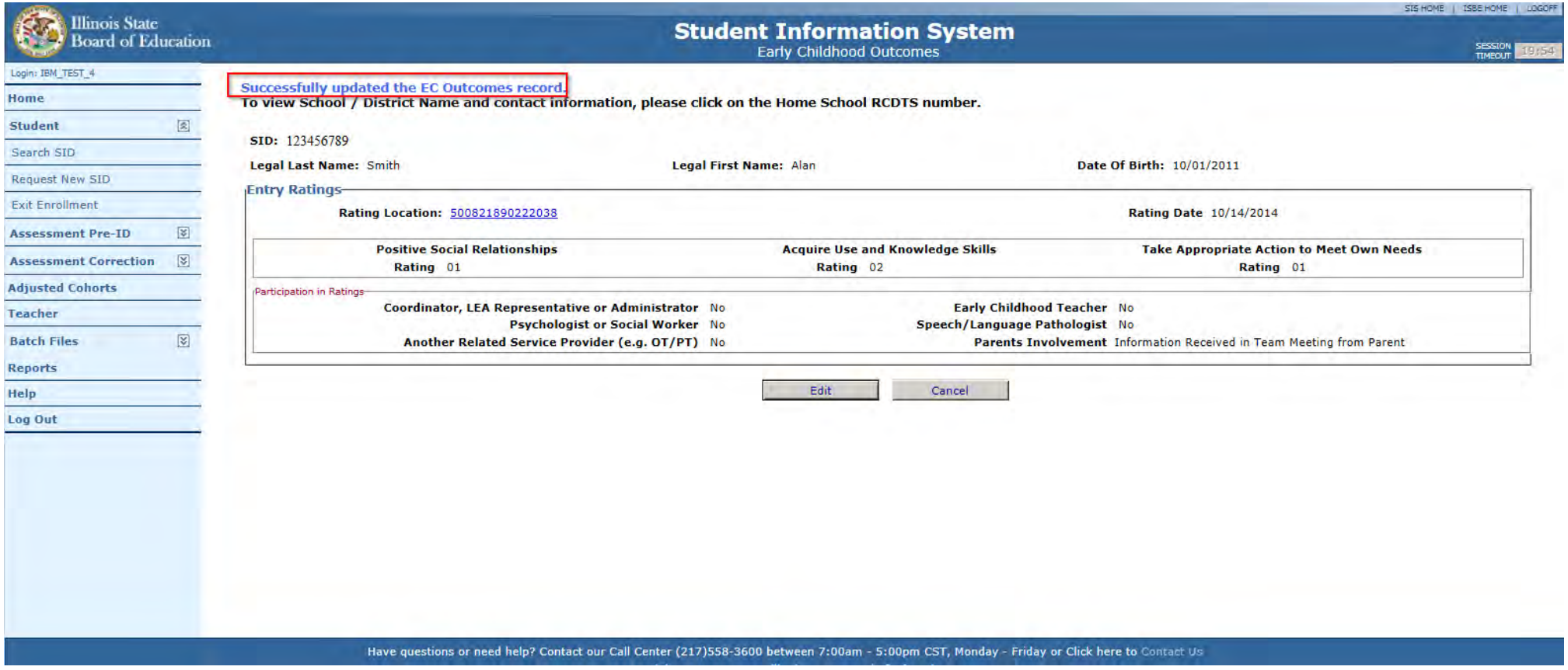
Early Childhood Outcomes – Entry Rating Review

- **ECO – Review Entry Rating**



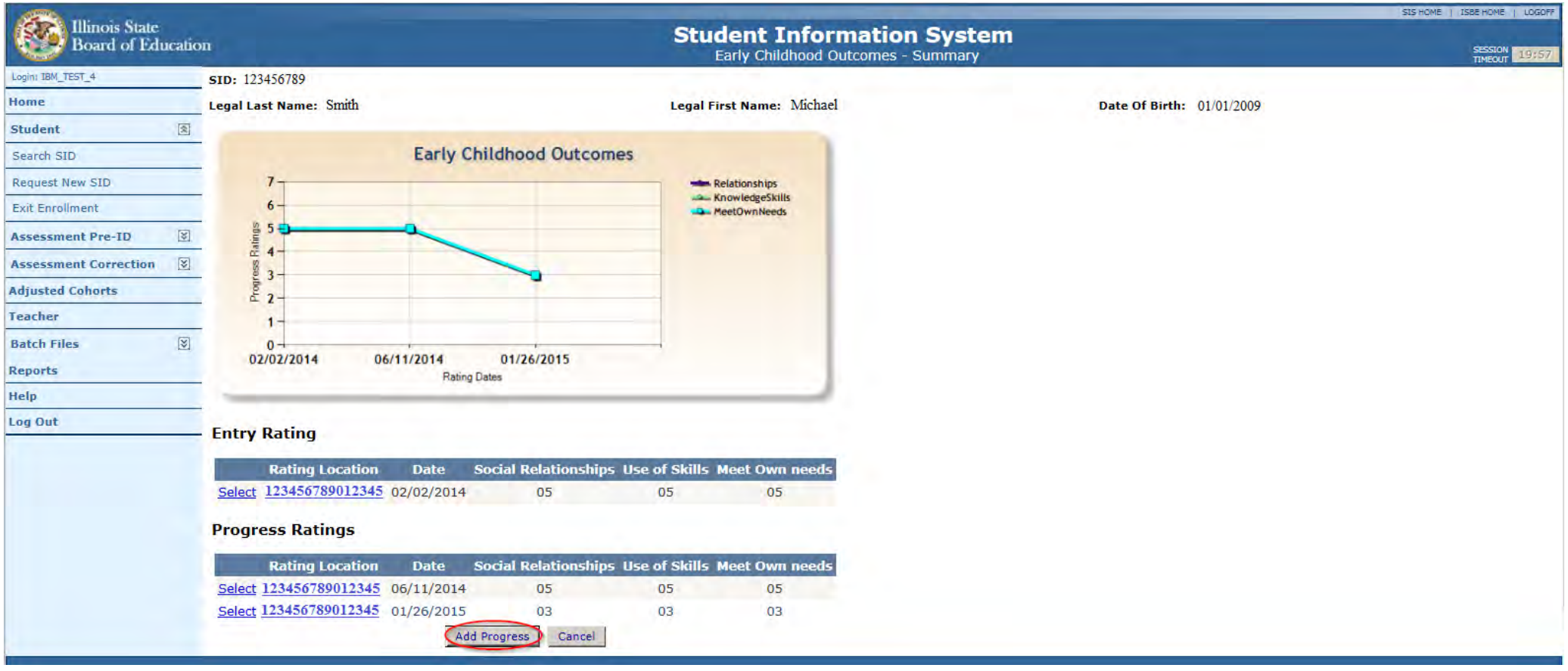
Early Childhood Outcomes

- **ECO – Entry Rating Update Successful**



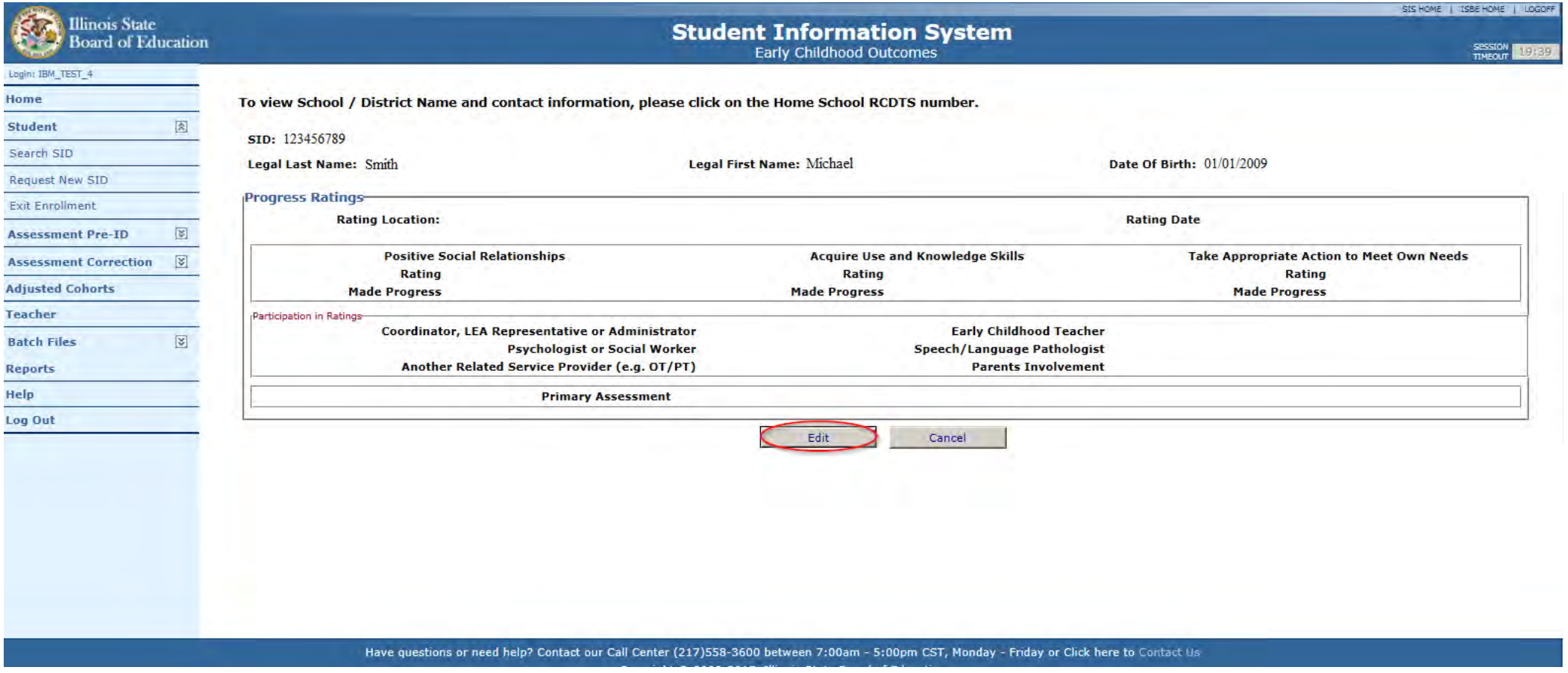
Early Childhood Outcomes

- **ECO – Student Ratings**



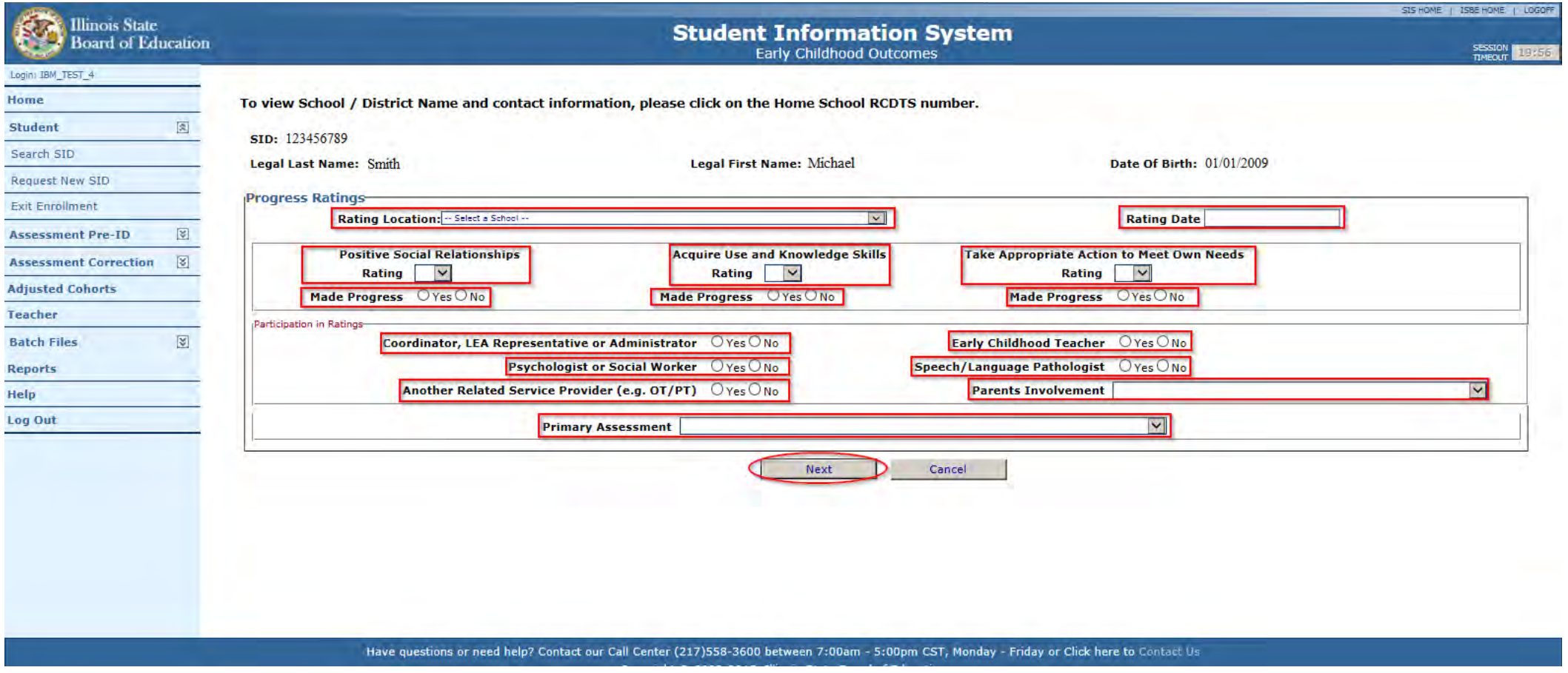
Early Childhood Outcomes

- **ECO – Progress Rating View**



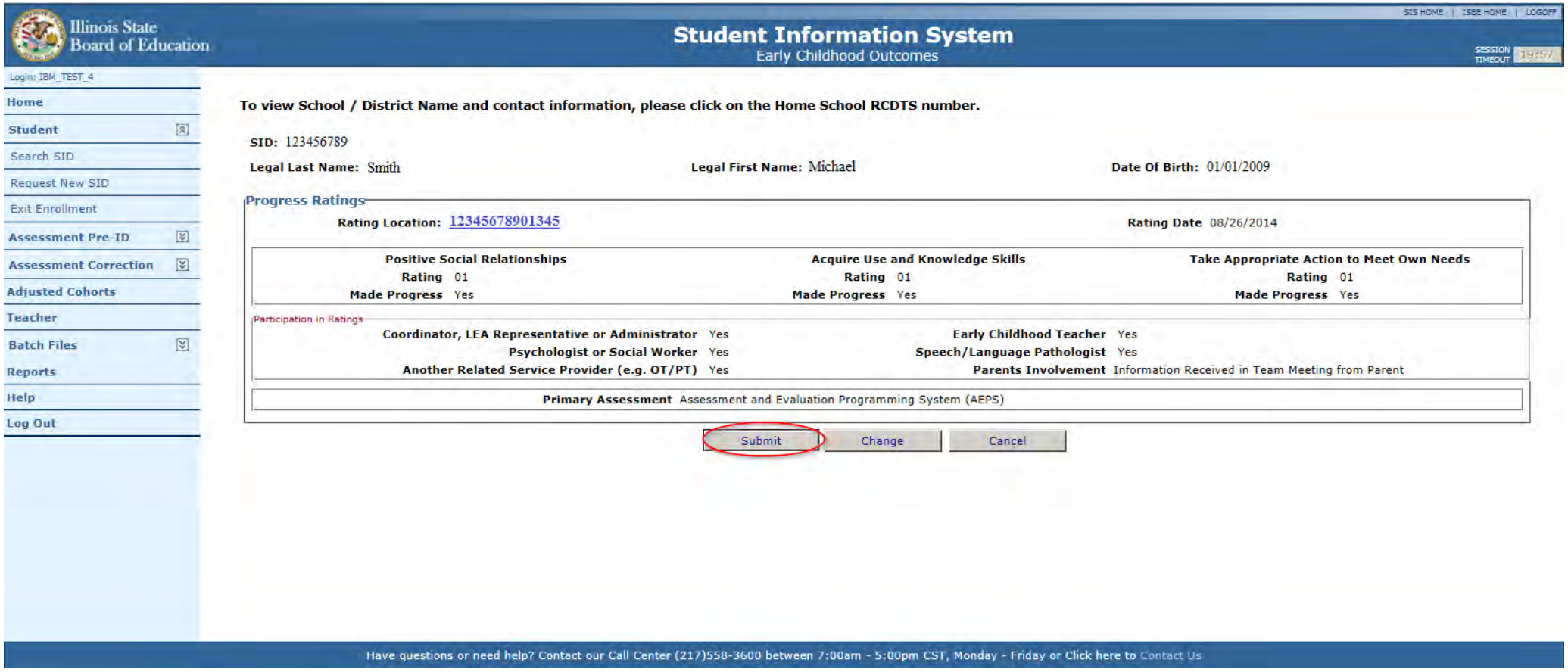
Early Childhood Outcomes

- **ECO – Progress Rating View**



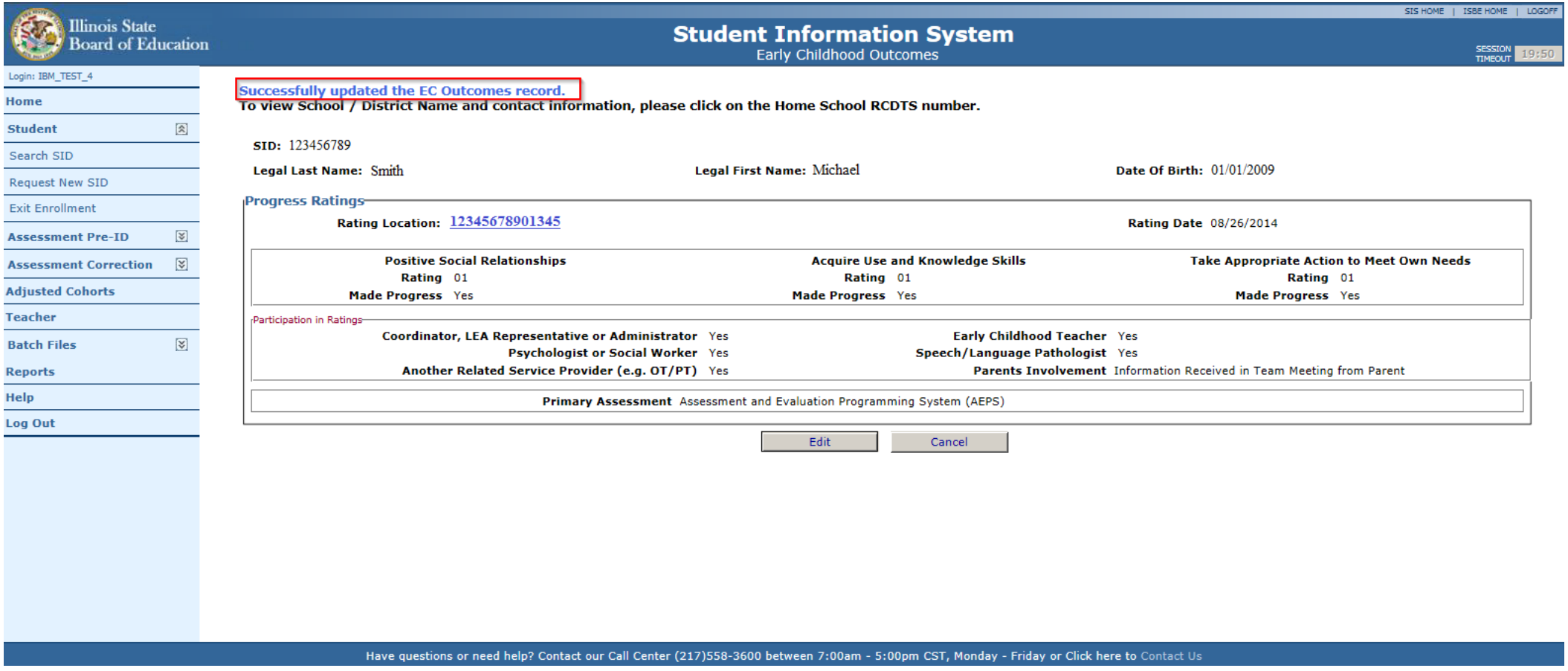
Early Childhood Outcomes

- **ECO – Progress Rating Review**



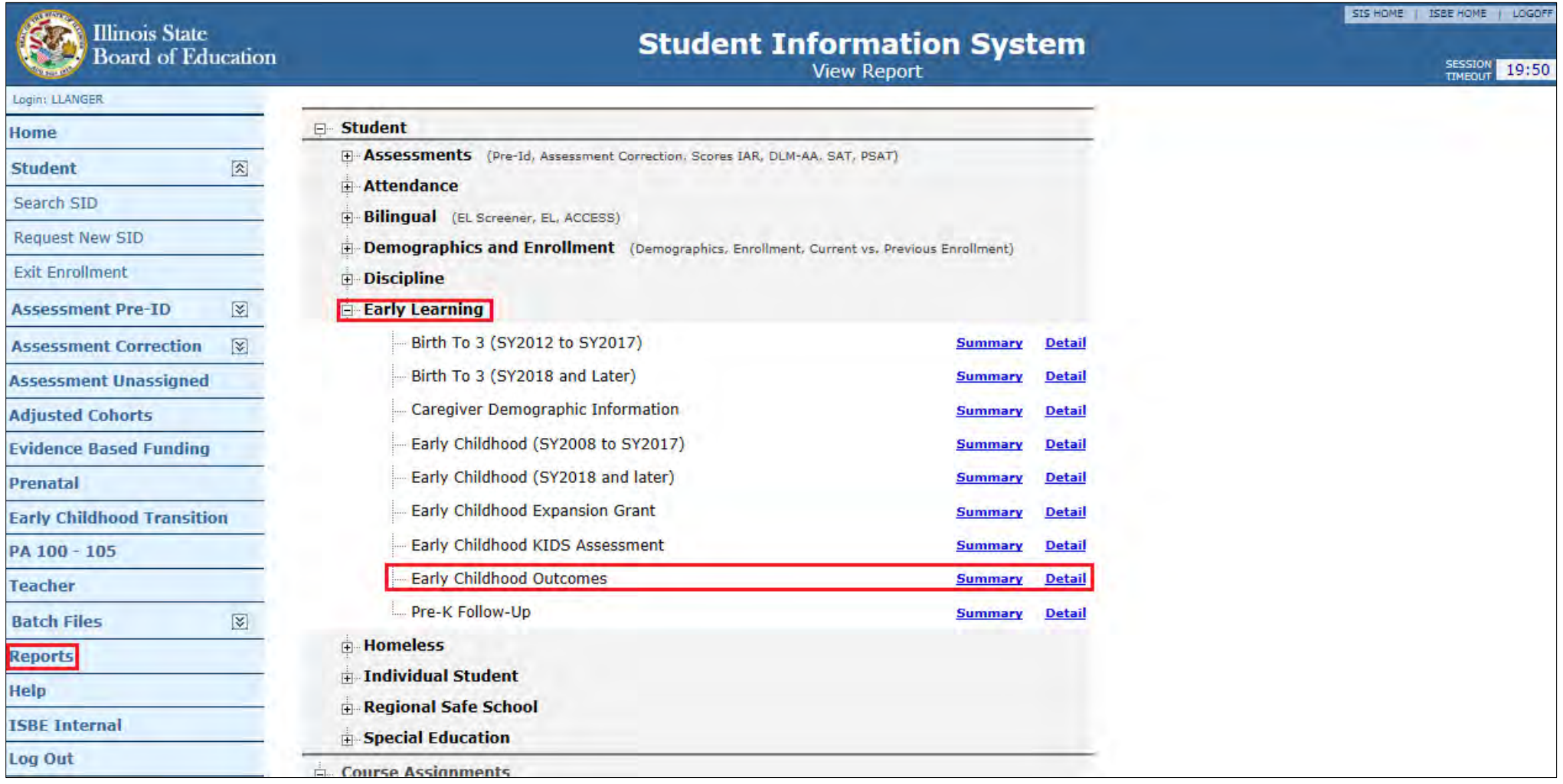
Early Childhood Outcomes

- **ECO – Progress Rating Review Successful**



Early Childhood Outcomes

- **SIS Reports – Early Childhood Outcomes**



Early Childhood Outcomes

- **Early Childhood Outcomes Report**

Early Childhood Outcomes Report for School Year

6/22/2015 8:10:24AM

SIS Home District: 12345678901 ISBE Test District

Selection Criteria: Currently Enrolled Students Only Sorted By: Student ID

Primary Assessment Codes:

01 Assessment and Evaluation Programming System (AEPS)
02 Carolina Curriculum for Infants and Toddlers/Preschoolers with Special Needs
03 High Scope Child Observation Record
04 Creative Curriculum Assessment
05 Hawaii Early Learning Profile (HELP)
06 Individual Growth and Development Indicators (IGDI)
07 Transdisciplinary Play-Based Assessment (TPBA)
08 Work Sampling System
09 IEP for Speech Only
10 Teaching Strategies GOLD
11 Early Learning Scales (ELS)

Parental Involvement Codes:

01 Information Received in Team Meeting from Parent
02 Information from Parent Incorporated into assessment(s)
03 Did Not Use Information from Parent in Ratings Process

Rating Codes:

01 Not Yet
02 Between Emerging and Not Yet
03 Emerging skills
04 Between Somewhat and Emerging
05 Somewhat
06 Between Somewhat and Completely

Rating Category Codes:

A Did not improve functioning
B Improved functioning, but not sufficient to move nearer to functioning comparable to same-aged peers
C Improved functioning to a level nearer to same-aged peers but did not reach it
D Improved functioning to reach a level comparable to same-aged peers
E Maintained functioning at a level comparable to same-aged peers

Columns

A Primary ongoing assessment
B How was parent involved in the ratings
C Coordinator, LEA representative or administrator participated in the ratings
D Early childhood teacher participated in the ratings
E Psychologist or social worker participated in the ratings
F Speech/language pathologist participated in the ratings
G Another related service provider participated in the ratings

											Positive Social Relationships		*Aquisition and Use of Knowledge Skills*		*Appropriate Action to Meet Own needs*	
	Home RCDTS	Rating Date	A	B	C	D	E	F	G	Rating	Progress	Rating	Progress	Rating	Progress
Student ID: 123456789 **Name:** Smith, Michael																
DOB: 01/01/2000 **Race:** 14 **Gender:** F **IEP:** Y **Grade:** Pre-K																
Entry Rating:	12345678912345	01/01/2014		01	Y	Y	Y	Y	N	05		05		06	
Progress Rating:	12345678912345	01/01/2014	09	01	Y	Y	N	Y	N	05	Y	05	Y	06	Y
Progress Rating Missing	Duration since last rating 14 months									b		b		e	

Illinois State Board of Education

Early Childhood Transition

SIS School Year at a Glance

Submit data and verify accuracy of (Deadline - July 31):

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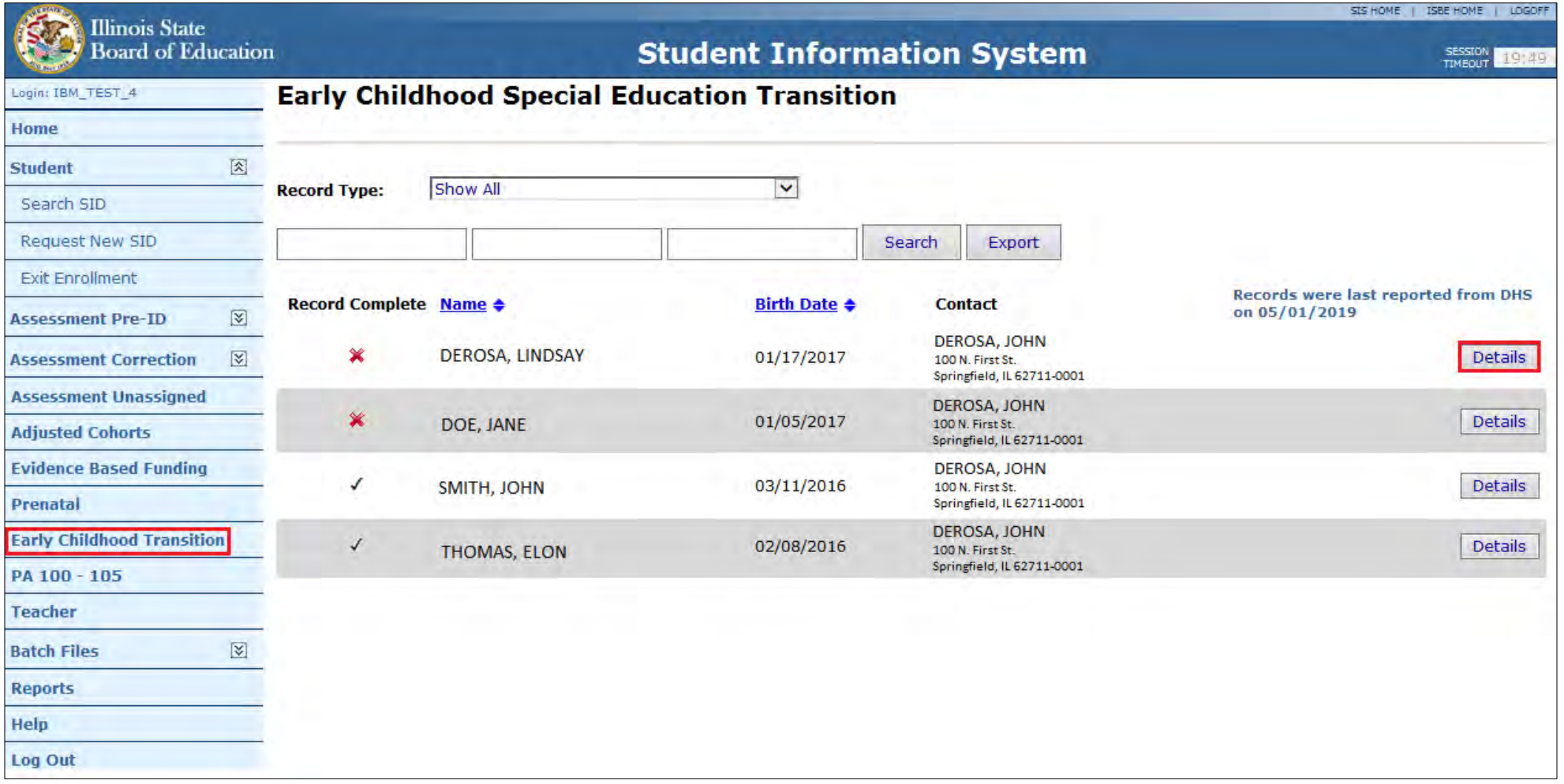
- ***Student Address data (Students with IDEA Services only)***
- ***Student Course Assignments (PreK-12)***
- ***Teacher Course Assignments (PreK-12)***

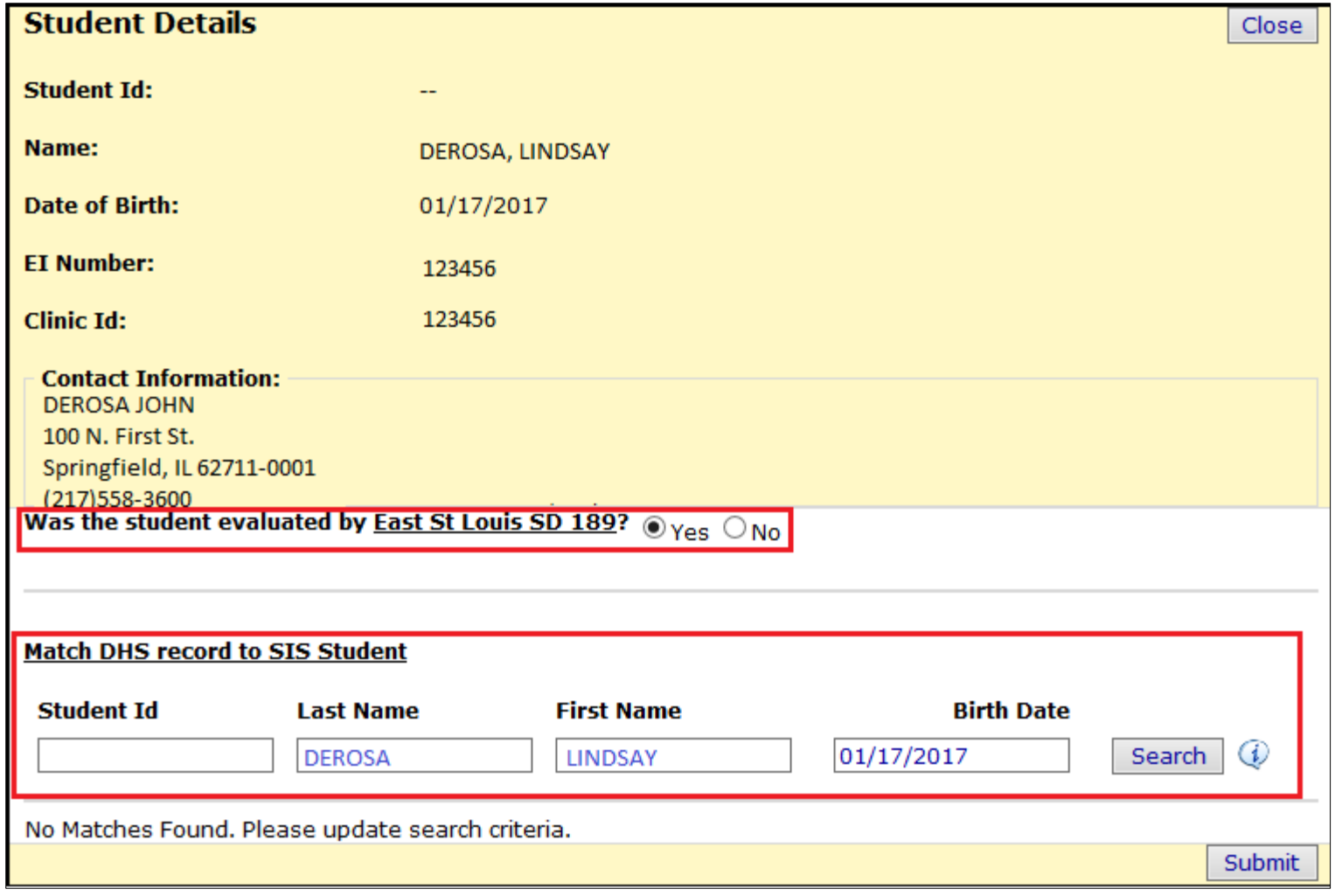
Early Childhood Transition

- **Early Childhood Special Education Transition - Online**



Early Childhood Transition

- **Early Childhood Special Education Transition - Details**



Early Childhood Transition

- **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 Reporte

Illinois State Board of Education

Gifted and Accelerated data

SIS School Year at a Glance

Submit data and verify accuracy of (Deadline - July 31):

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- ***Teacher Course Assignments (PreK-12)***

Gifted and Accelerated

- What is the end reporting need for this collection?
  - Report Card: the number and percentage of all students who have been assessed for placement in a gifted education or advanced academic program and, of those students: (i) the racial and ethnic breakdown, (ii) the percentage who are classified as low-income, and (iii) the number and percentage of students who received direct instruction from a teacher who holds a gifted education endorsement and, of those students, the percentage who are classified as low-income
- "Gifted education" means educational services, including differentiated curricula and instructional methods, designed to meet the needs of gifted children as defined in Article 14A of this Code.

Gifted and Accelerated

Gifted and Accelerated (New Collection)

- Accelerated Placement: Field should be self-reported by district.
  - 01 - Whole grade acceleration
  - 02 - Student is accelerated for ELA only
  - 03 - Student is accelerated for Math only
  - 04 - Student is accelerated for 1 other single subject only
  - 05 - Student is accelerated for multiple subjects but not whole grade
  - 00 - Student not in accelerated program
- Gifted Test: Field should be self-reported by district
  - 01: Student tested as gifted
  - 02: Student tested as not-gifted
  - 03: Student was not tested (District does not use an assessment for gifted)
  - 04: Student was not tested (District does use an assessment for gifted)

Illinois State Board of Education

Homeless Data

SIS School Year at a Glance

Submit data and verify accuracy of (Deadline - July 31):

- **Prenatal data**
- **Birth to 3 data**
- **Caregiver Demographic data (Birth to 3)**
- ***College Course Assignments***
- **College and Career Readiness Indicator**
- **Early Childhood Outcomes Entry and Progress Ratings for Pre-K Students with IEPs**
- **Early Childhood Transition data**
- ***EL Information***
- ***EL Screener***
- **Gifted and Accelerated data**
- **Homeless data**
- ***Immigrant data***
- ***Outside Course Assignments (Grades 9-12 only)***
- **Regional Safe School Program (RSSP) data**
- ***Service Provider data (Students with IDEA Services only)***
- ***Student Address data (Students with IDEA Services only)***
- ***Student Course Assignments (PreK-12)***
- ***Teacher Course Assignments (PreK-12)***

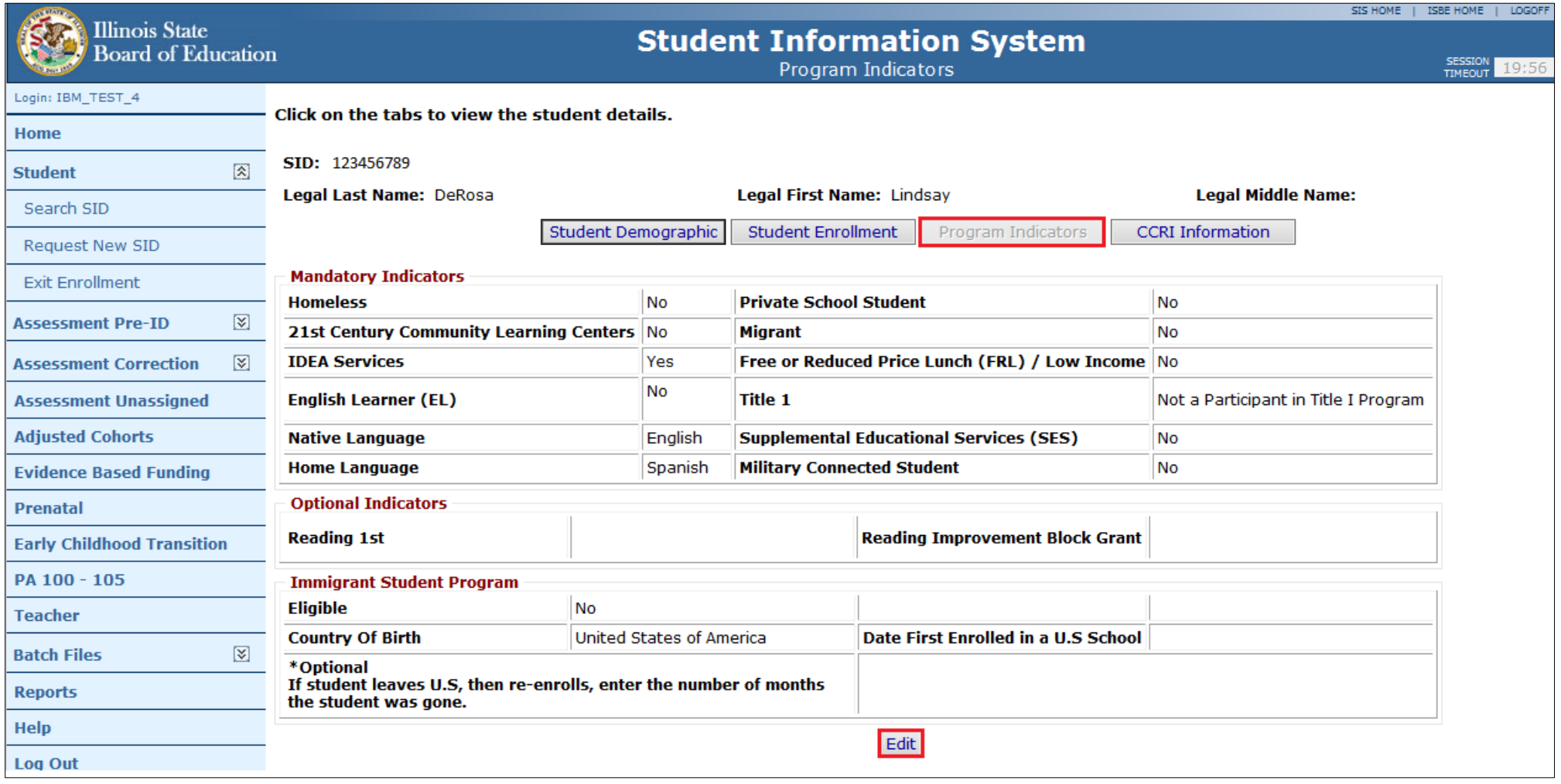
Homeless

Primary Nighttime Residence

- **Added code 05 Natural Disaster**
  - **Identifies a student that is displaced due to natural disaster.**

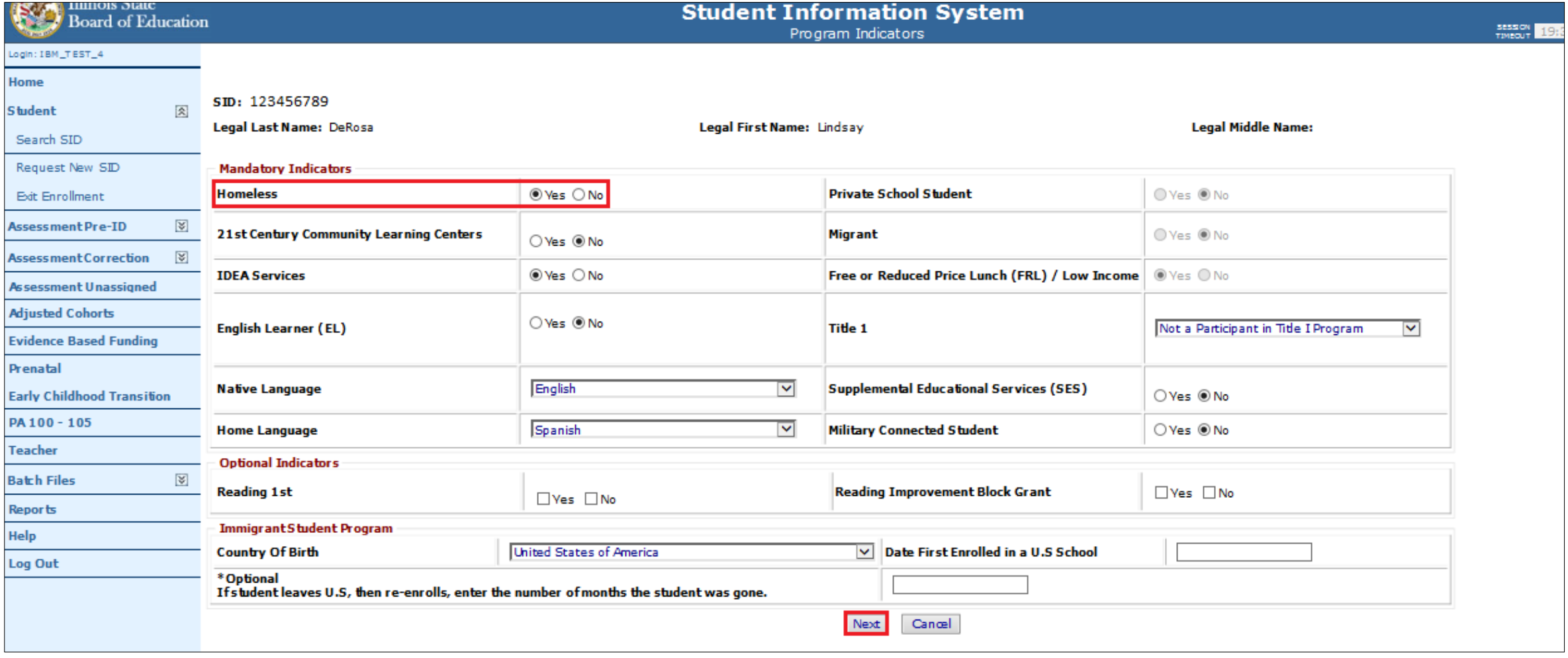
Homeless

- **Program Indicators – Edit**



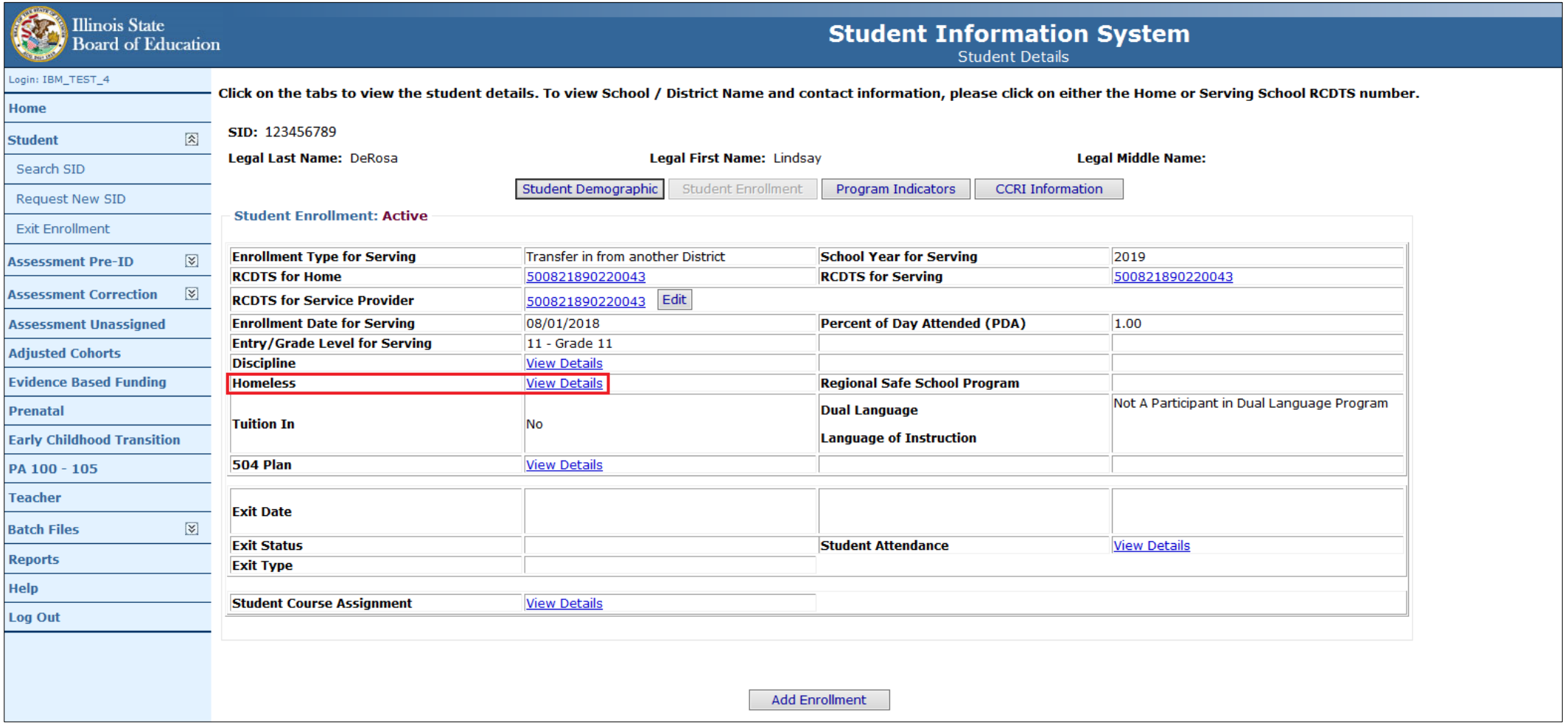
Homeless

- **Program Indicators – Submit**



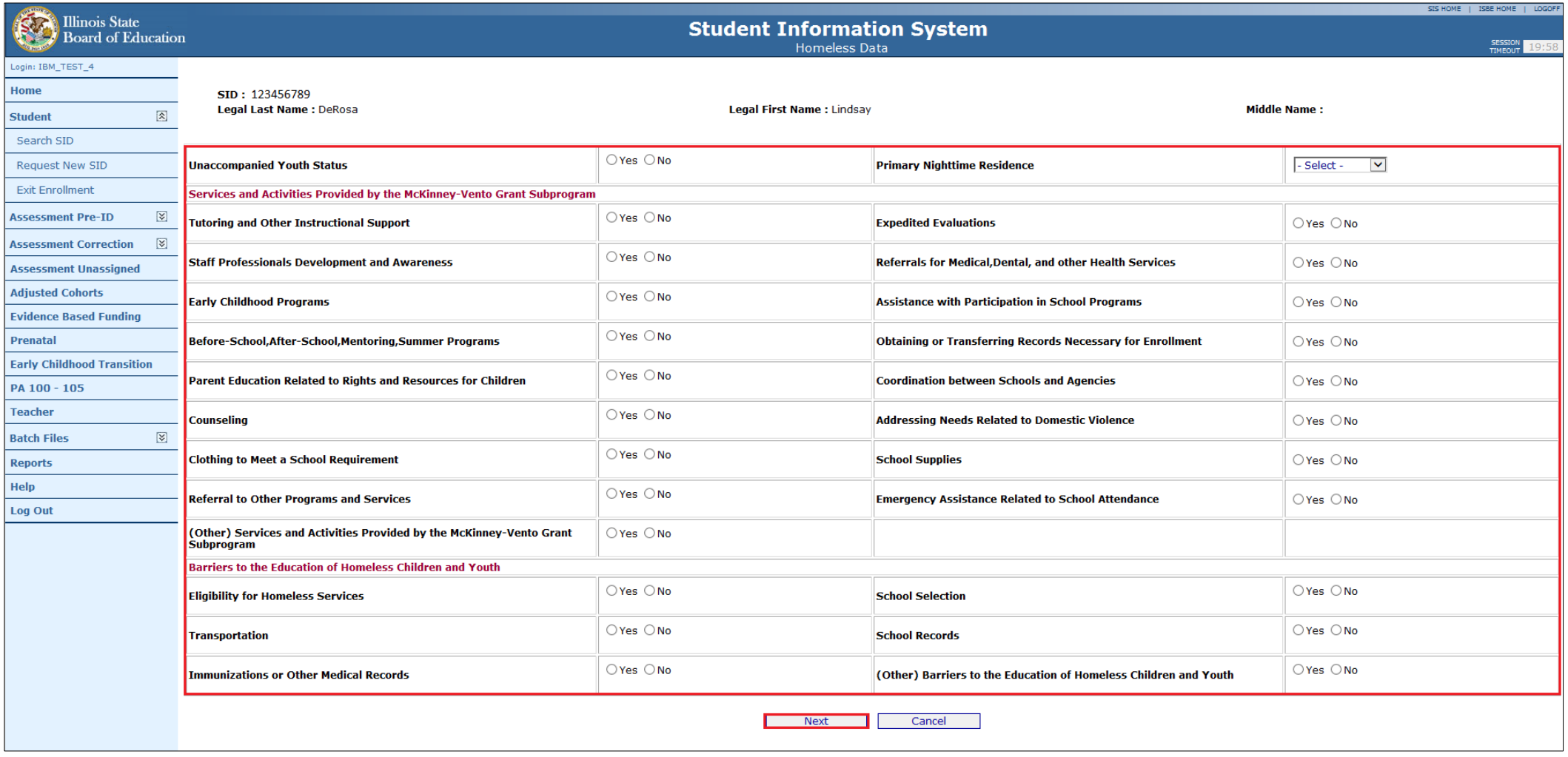
Homeless

- **Student Enrollment – Homeless Link**



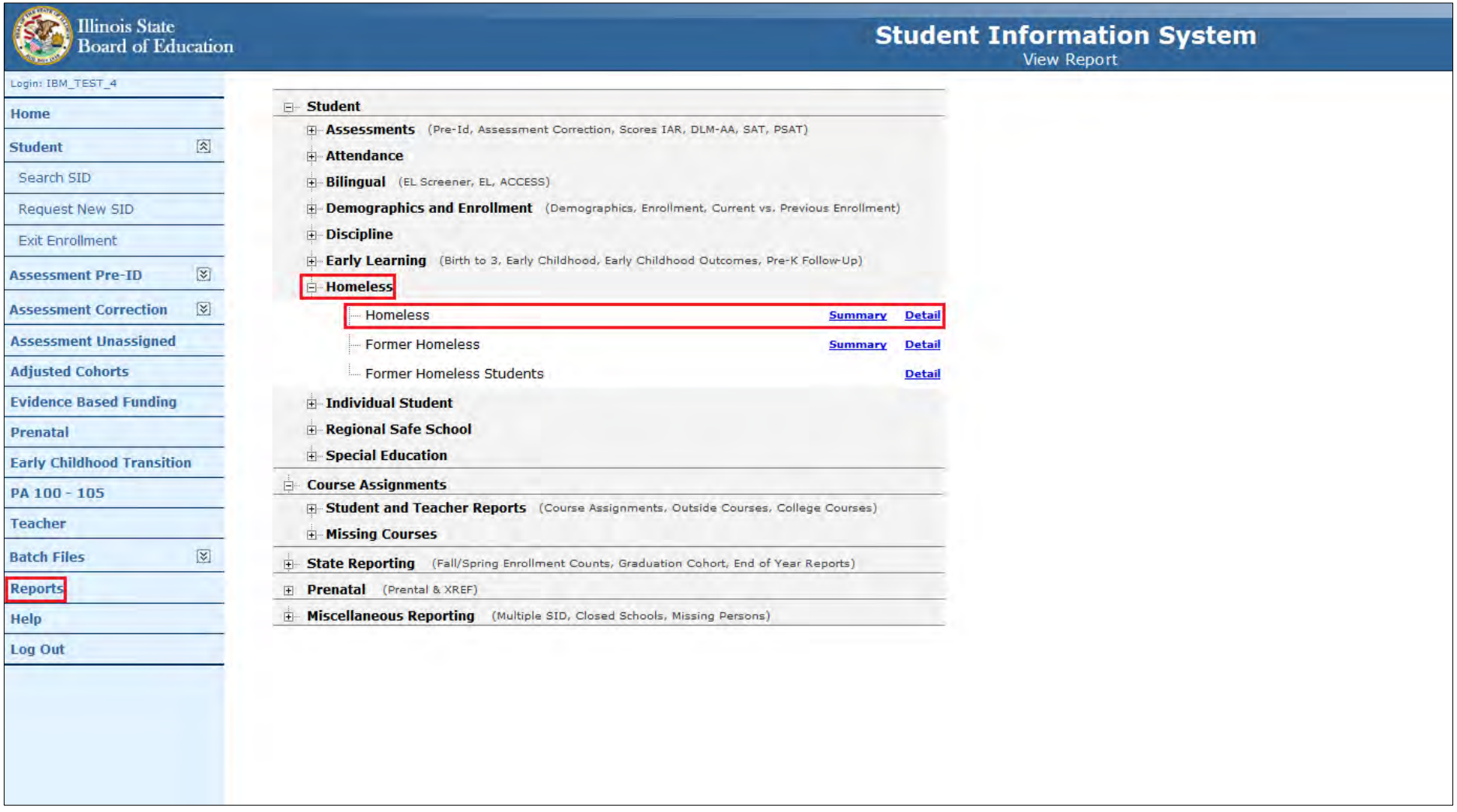
Homeless

- **Homeless Record - Edit**



Homeless

- **SIS Reports – Homeless**



Homeless

- **Homeless Report**

Homeless Data Collection (Detail)

6/22/2015 8:33:27AM

SIS Home District: 12345678901 ISBE Test District

Selection Criteria: Currently Enrolled Only Sorted By: Student Name

Columns

A	Gender	**L**	Staff Professionals Development and Awareness	**X**	Referral to Other Programs and Services
B	Race Code	**M**	Referrals for Medical, Dental, and other Health Services	**Y**	Emergency Assistance Related to School Attendance
C	Grade	**N**	Early Childhood Programs	**Z**	Other (Services and Activities Provided by the McKinney-Vento Subgrant Program)
D	IEP Indicator	**O**	Assistance with Participation in School Programs		
E	LEP Indicator	**P**	Before-School, After-School, Mentoring, Summer Programs	**1**	Eligibility for Homeless Services
F	FRL/Low Income Indicator	**Q**	Obtaining or Transferring Records Necessary for Enrollment	**2**	School Selection
G	Migrant Indicator	**R**	Parent Education Related to Rights and Resources for Children	**3**	Transportation
H	Unaccompanied Youth Status	**S**	Coordination between Schools and Agencies	**4**	School Records
I	Primary Night Time Residence	**T**	Counseling	**5**	Immunizations or Other Medical Records
J	Tutoring and Other Instructional Support	**U**	Addressing Needs Related to Domestic Violence	**6**	Other (Barriers to the Education of Homeless Children and Youths)
K	Expedited Evaluations	**V**	Clothing to Meet a School Requirement		
		W	School Supplies	**7**	Completed

Primary Night Time Residence Codes: **01** Sheltered **02** Doubled Up **03** Unsheltered **04** Hotel / Motels **99** Erroneous

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	V	W	X	Y	Z	1	2	3	4	5	6	7
123456789	Smith, Michael	123456789123456	123456789123456	M	14	7	N	N	Y	N	N	01	N	N	N	Y	N	N	N	Y	Y	Y	N	N	Y	N	N	N	N	N	N	Y	N	N	Y	Y
123456789	Smith, Michael	123456789123456	123456789123456	F	16	12	N	N	Y	N	Y	02	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N	Y	N	N	N	N	Y	Y
123456789	Smith, Michael	123456789123456	123456789123456	M	14	4	N	N	Y	N	N	02	N	N	N	N	N	N	N	Y	N	N	N	N	N	N	N	N	N	N	Y	N	N	Y	Y

Illinois State Board of Education

Regional Safe Schools Program (RSSP)

SIS School Year at a Glance

Submit data and verify accuracy of (Deadline - July 31):

- **Prenatal data**
- **Birth to 3 data**
- **Caregiver Demographic data (Birth to 3)**
- ***College Course Assignments***
- **College and Career Readiness Indicator**
- **Early Childhood Outcomes Entry and Progress Ratings for Pre-K Students with IEPs**
- **Early Childhood Transition data**
- ***EL Information***
- ***EL Screener***
- **Gifted and Accelerated data**
- **Homeless data**
- ***Immigrant data***
- ***Outside Course Assignments (Grades 9-12 only)***
- **Regional Safe School Program (RSSP) data**
- ***Service Provider data (Students with IDEA Services only)***
- ***Student Address data (Students with IDEA Services only)***
- ***Student Course Assignments (PreK-12)***
- ***Teacher Course Assignments (PreK-12)***

Regional Safe School Program (RSSP)

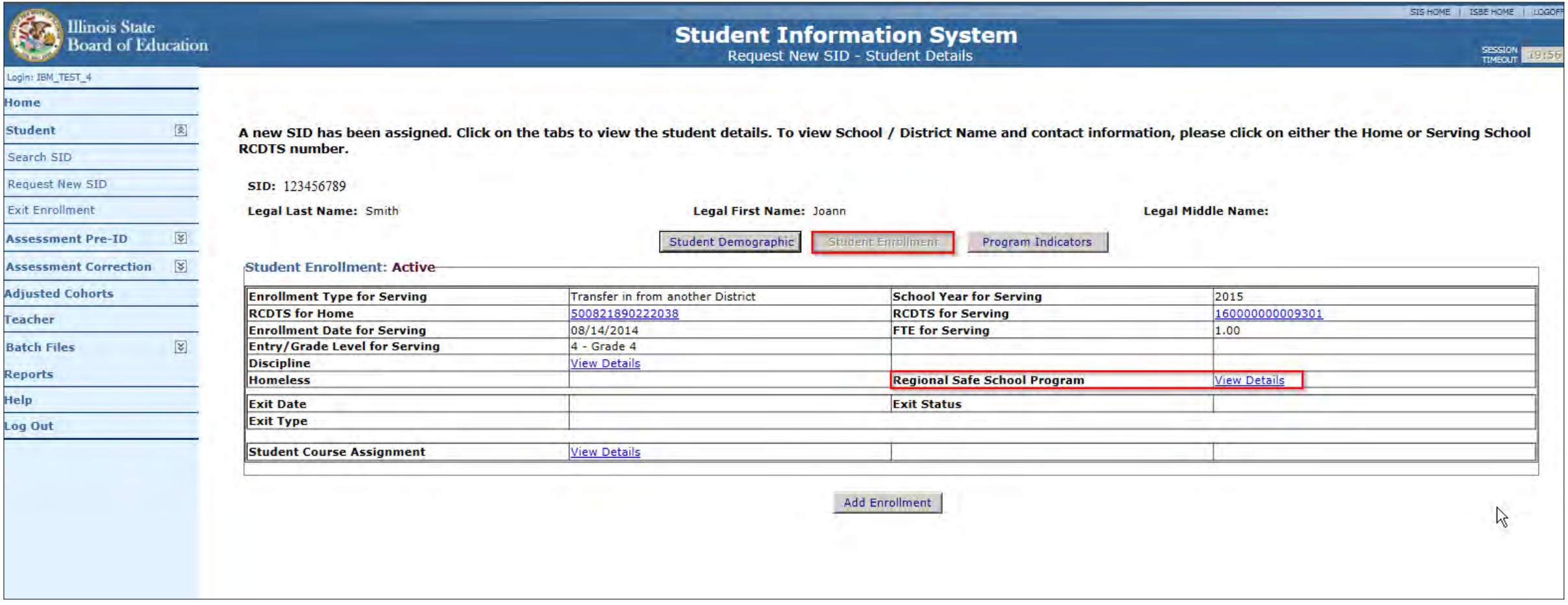
- It is essential that the student is enrolled with the correct Serving RCDTS identified as the RSSP. (Example 28000000000**9301**)

- Both Home and Serving RCDTS can update the RSSP Record.

- Ask the RSSP or use the SIS RCDTS look-up to locate the RCDTS for the RSSP:
  - **https://www.isbe.net/Pages/SISExcelTemplates.aspx**

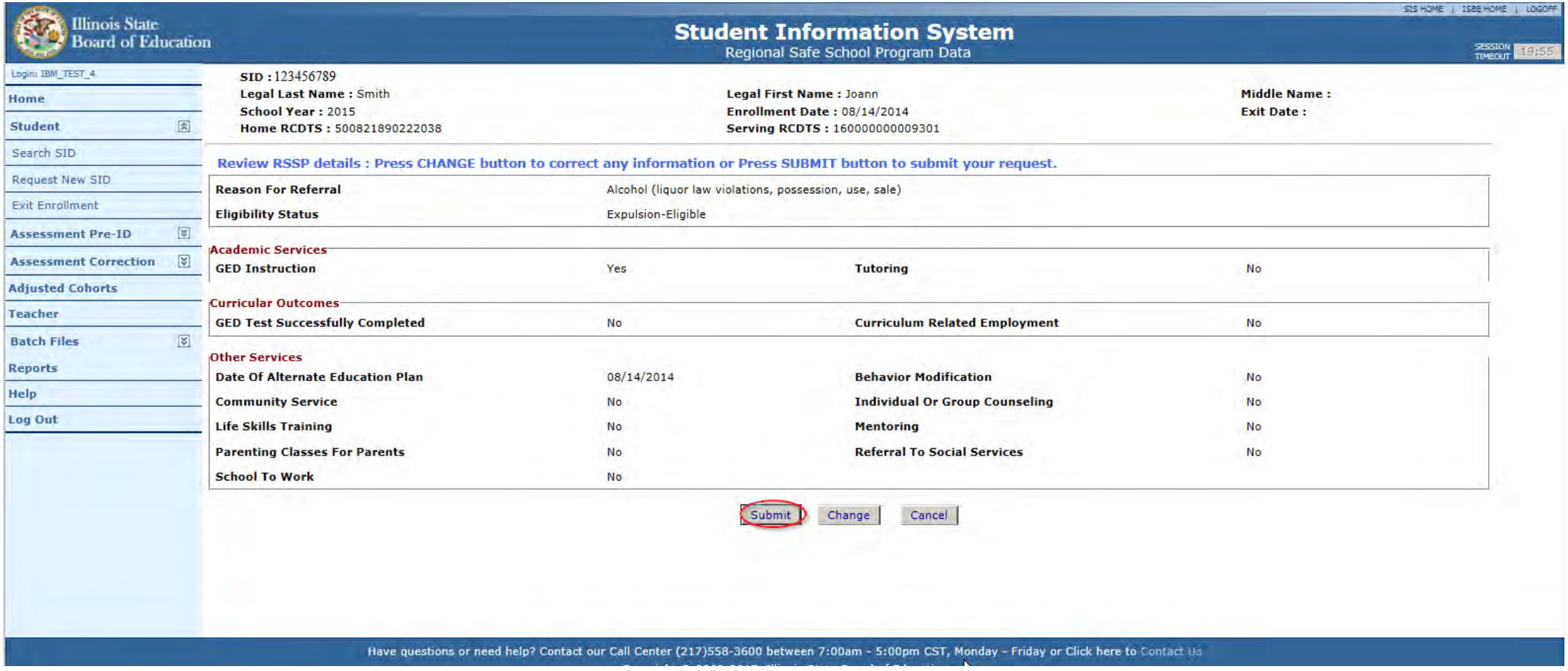
Regional Safe School Program (RSSP)

- **Student Enrollment – Regional Safe School Program Link**



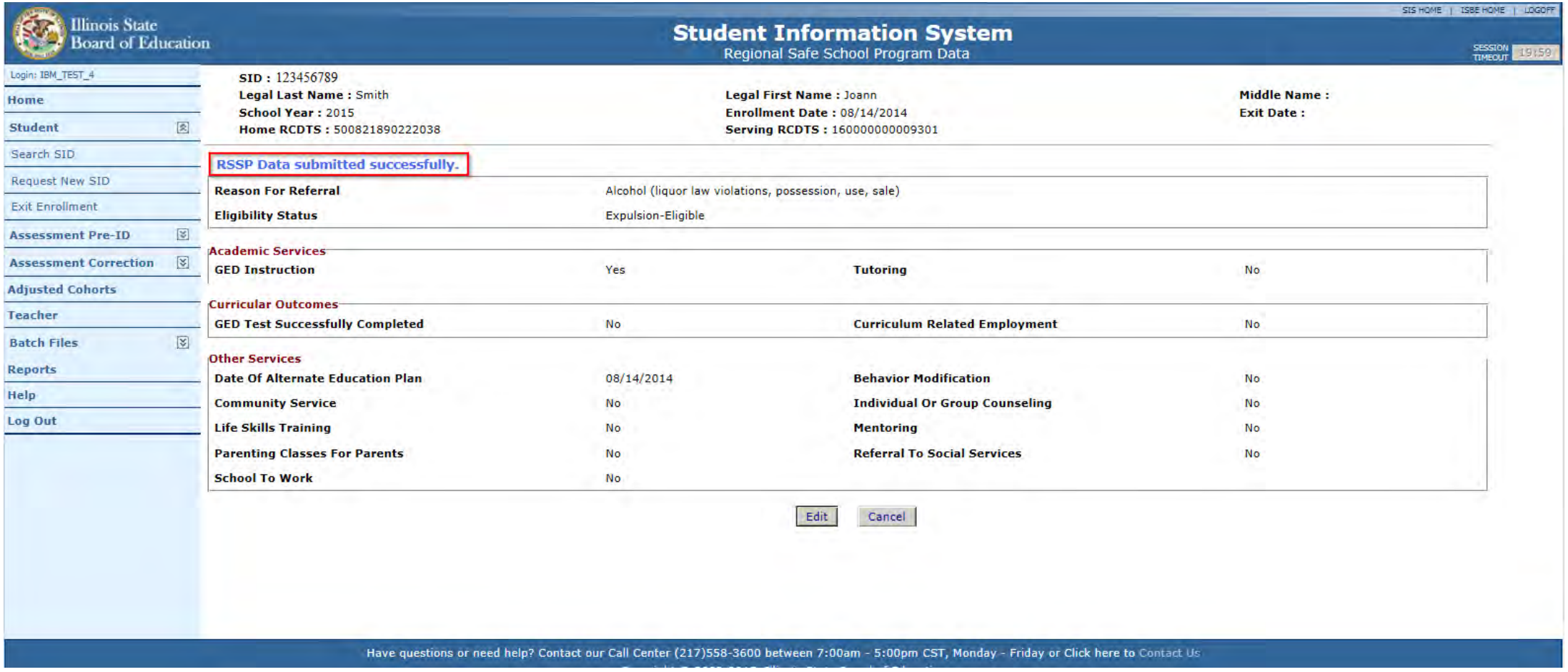
Regional Safe School Program (RSSP)

- **Regional Safe School Program Data – Review**



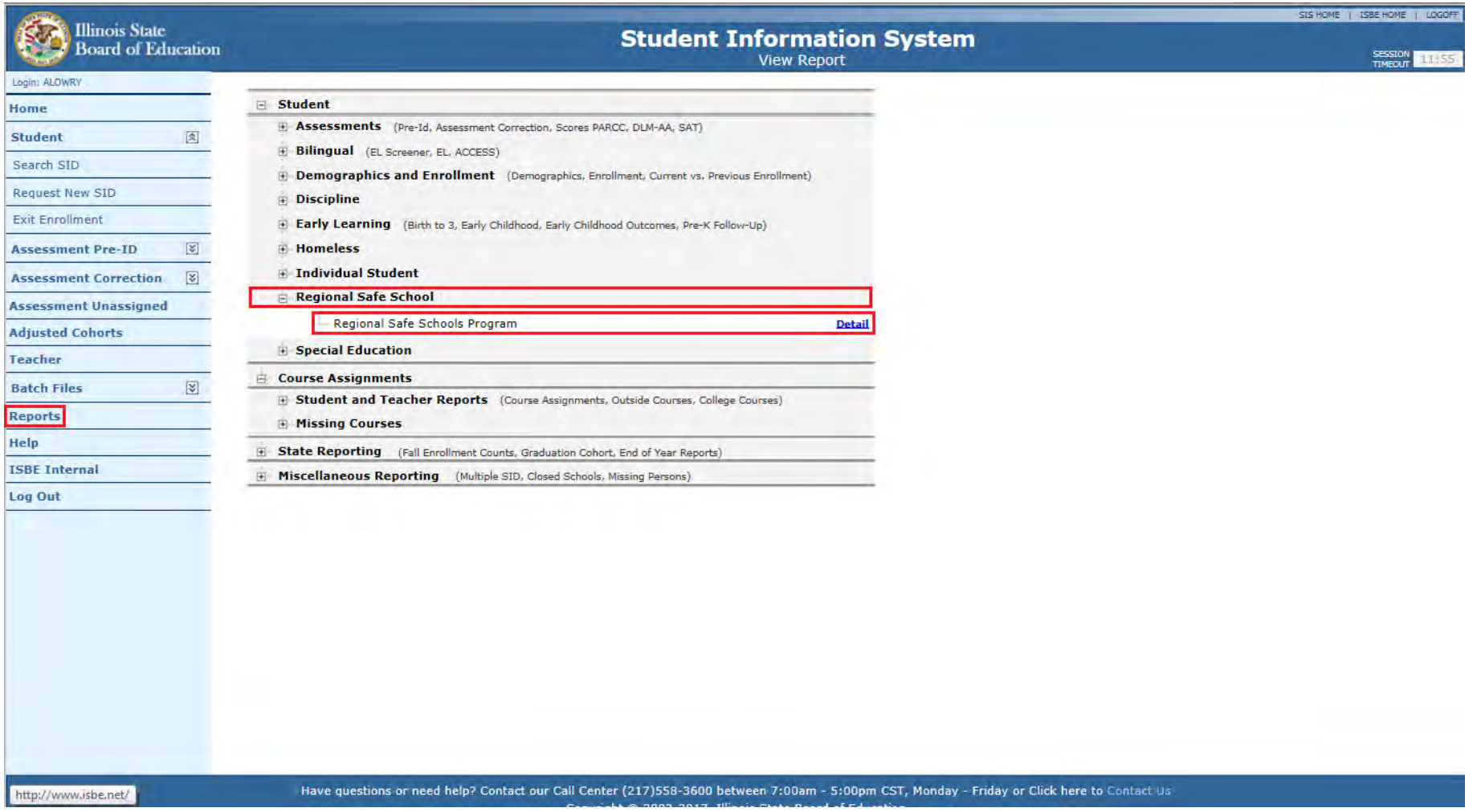
Regional Safe School Program (RSSP)

- **Regional Safe School Program Data – Submission Successful**



Regional Safe School Program (RSSP)

- **SIS Reports – Regional Safe School Program**



Regional Safe School Program (RSSP)

- **Regional Safe School Program – Report**

6/22/2015 8:39:49AM

2015 Regional Safe Schools Program (RSSP) (Detail)

Selection Criteria: Sorted By: Student ID

Columns				
	A	GED Instruction	H	Individual/Group Counseling
	B	Tutoring	I	Life Skills Training
	C	GED Test Successfully Completed	J	Mentoring
	D	Curriculum Related Employment	K	Parenting Classes for Parents
	E	Date of Alternate Education Plan	L	Referral to Social Services
	F	Behavior Modification	M	School to Work
	G	Community Service	N	Completed

Student ID	Student Name	Birth Date	Home RCDTS	Serving RCDTS	A	B	C	D	E	F	G	H	I	J	K	L	M	N
123456789	Smith, Micheal	01/01/2000	123455678901234	123456789129301	N	N	N	N	03/19/2015	N	N	N	N	N	N	N	N	Y
Reason For Referral: Drugs, excluding alcohol and tobacco																		
Eligibility Status: PA 97-0495-Expelled & Administratively Transferred																		
123456789	Smith, Micheal	01/01/2000	123455678901234	123456789129301	N	Y	N	N	09/02/2014	Y	N	N	Y	N	N	Y	N	Y
Reason For Referral: Fighting (mutual altercation), battery, and/or physical altercation																		
Eligibility Status: PA 97-0495-Expelled & Administratively Transferred																		
123456789	Smith, Micheal	01/01/2000	123455678901234	123456789129301	N	N	N	N	03/24/2014	N	Y	Y	Y	Y	N	N	N	Y
Reason For Referral: Other Reason																		
Eligibility Status: Expulsion-Eligible																		

Illinois State Board of Education

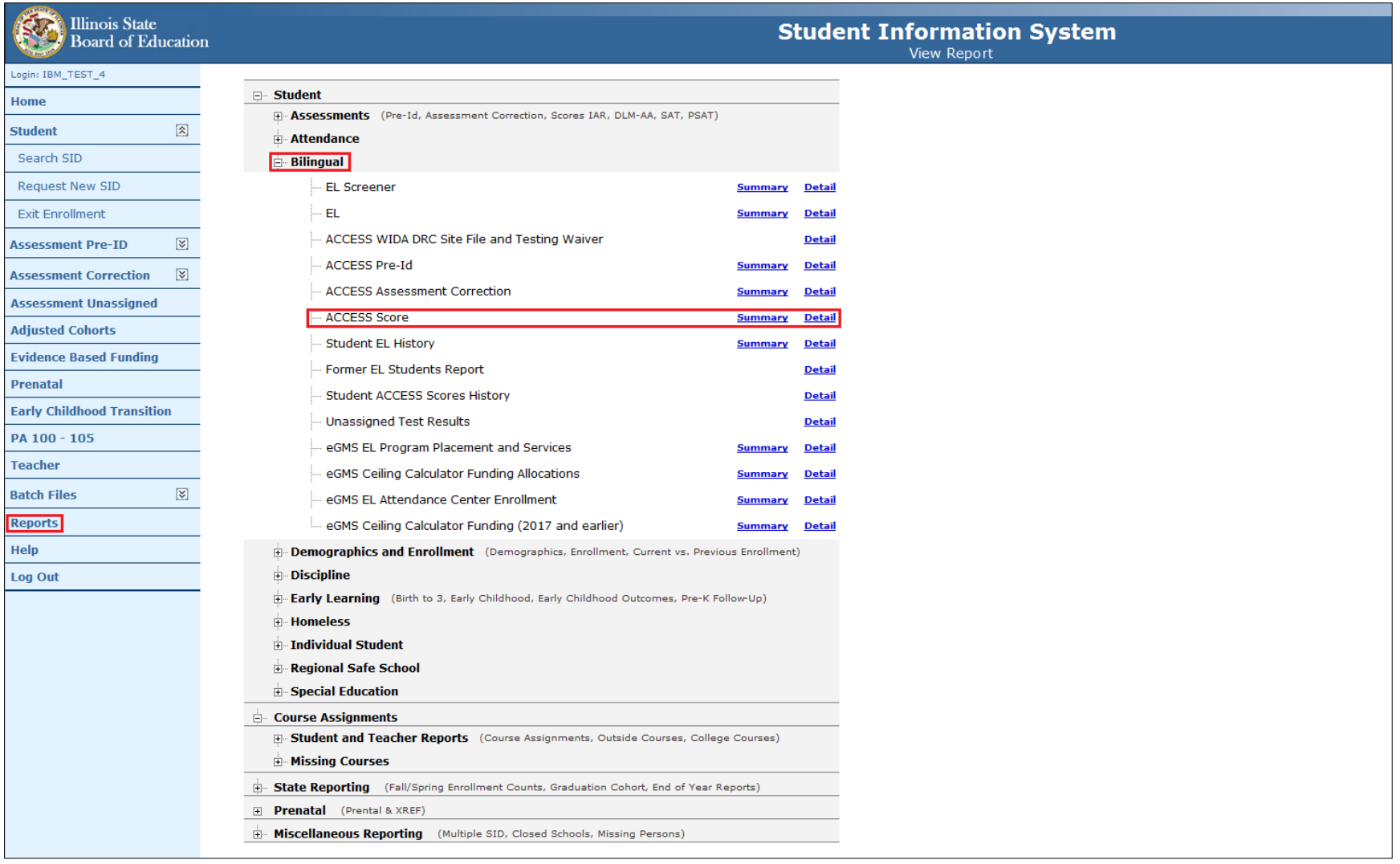
ACCESS Scores

SIS School Year at a Glance

- **Mid July**
  - **ACCESS Final Scores posted in SIS**
- **July 31, 2020 by 4:00 p.m.**
  - **Exit Enrollments for 2020 School Year**
  - **Student Discipline Groups**

ACCESS Scores

- **ACCESS Score Report – Detail**



ACCESS Scores

- **ACCESS Assessment Score – Detail Report**

2019 ACCESS Scores Report (Detail)

Print Date:7/16/2019 3:03 pm

SIS Home District: 123456789 ISBE SD 101

Selection Criteria: Sorted By: student id

Columns

A	SIS Grade Level	H	Mode of Administration Listening	O	Mode of Response Writing	V	Reading Proficiency Level
B	Tested Grade Level	I	Speaking Scale Score	P	Comprehension Score	W	Writing Proficiency Level
C	Listening Tier	J	Mode of Administration Speaking	Q	Oral Scale Score	X	Comprehension Proficiency Level
D	Speaking Tier	K	Reading Scale Score	R	Literacy Scale Score	Y	Oral Proficiency Level
E	Writing Tier	L	Mode of Administration Reading	S	Composite (Overall) Scale Score	Z	Literacy Proficiency Level
F	Reading Tier	M	Writing Scale Score	T	Listening Proficiency Level	AA	Composite (Overall) Proficiency Level
G	Listening Scale Score	N	Mode of Administration Writing	U	Speaking Proficiency Level		

Result Codes

1 = Missing Scores
2 = Missing EL Data
3 = Multiple test records exist for one student. Verify that the test records all belong to the identified student, or reassign the test records to the correct student(s). Duplicate test records will be merged by the vendor in the final report(s).
4 = Grade levels in Columns A and B are not the same. This item should be reviewed to ensure the student tested in the correct grade.
5 = Alternate ACCESS administration. If the student was not eligible for the Alternate ACCESS, contact ISBE.

Mode of Administration: O = Online P = Paper **Mode of Response - Writing:** KB = Keyboard HW = Handwriting

Student ID	Student Name	Birth Date	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	BB	Codes

Illinois State Board of Education

Exit Enrollment

SIS School Year at a Glance

- **Mid July**
  - **ACCESS Final Scores posted in SIS**
- **July 31, 2020 by 4:00 p.m.**
  - **Exit Enrollments for 2020 School Year**
  - **Student Discipline Groups**

Exit Enrollment

What is required before exiting students?

- Prenatal
- Birth to 3 data
- Caregiver Demographic data (Birth to 3)
- Early Childhood Outcomes Entry and Progress Rating for Pre-K students with IEPs
- EL Information
- EL Screener
- Homeless data
- Eligible for Immigrant Student Program data
- Preschool Student Course Assignments
- Regional Safe School Program (RSSP) data
- Student Address data (Students with IDEA Services only)
- Grades 3-12 Courses Missing Final Letter Grade

Exit Enrollment

Reference the Current Enrollment Data Completion Status chart on the District Status Panel to determine what data are required before exiting students.

Current Enrollment Data Completion Status*

Collection	Total Required	Complete	% Complete
Birth To 3	1	0	0%
Birth To 3 Caregiver Demographics	1	0	0%
Early Childhood Outcomes(ECO) Entry	24	15	62%
Early Childhood Outcomes(ECO) Progress	13	0	0%
Early Childhood Expansion Grant	0	0	-
English Learners (EL)	51	49	96%
EL Screener	15	14	93%
Homeless	299	274	91%
Eligible for Immigrant Student Program	579	574	99%
Student Address for NEW IEP students	738	728	98%
Regional Safe Schools Program (RSSP)	11	8	72%
Student Discipline	NA	0	NA
Secondary Courses Missing Final Letter Grade	7951	0	0%

Exit Enrollment

- All 2020 Enrollment records must be exited by 4:00 p.m. July 31, 2020
  - We recommend all students are exited immediately after their last day of school
    - The exit date should be the last FULL day the student attended school
  - However, if you have students taking summer classes or ESY, please wait to exit those students until after they finish their classes
  - Students can not re-enroll after they graduate (i.e., if exit code 06 was used).
- Exit enrollment records online (individual records, one at a time) or via the batch file process (multiple records at once)
  - Online Process
    - Use the SIS Exit Enrollment screen
  - Batch File Process
    - Upload Exit Enrollment File via Batch Upload in SIS

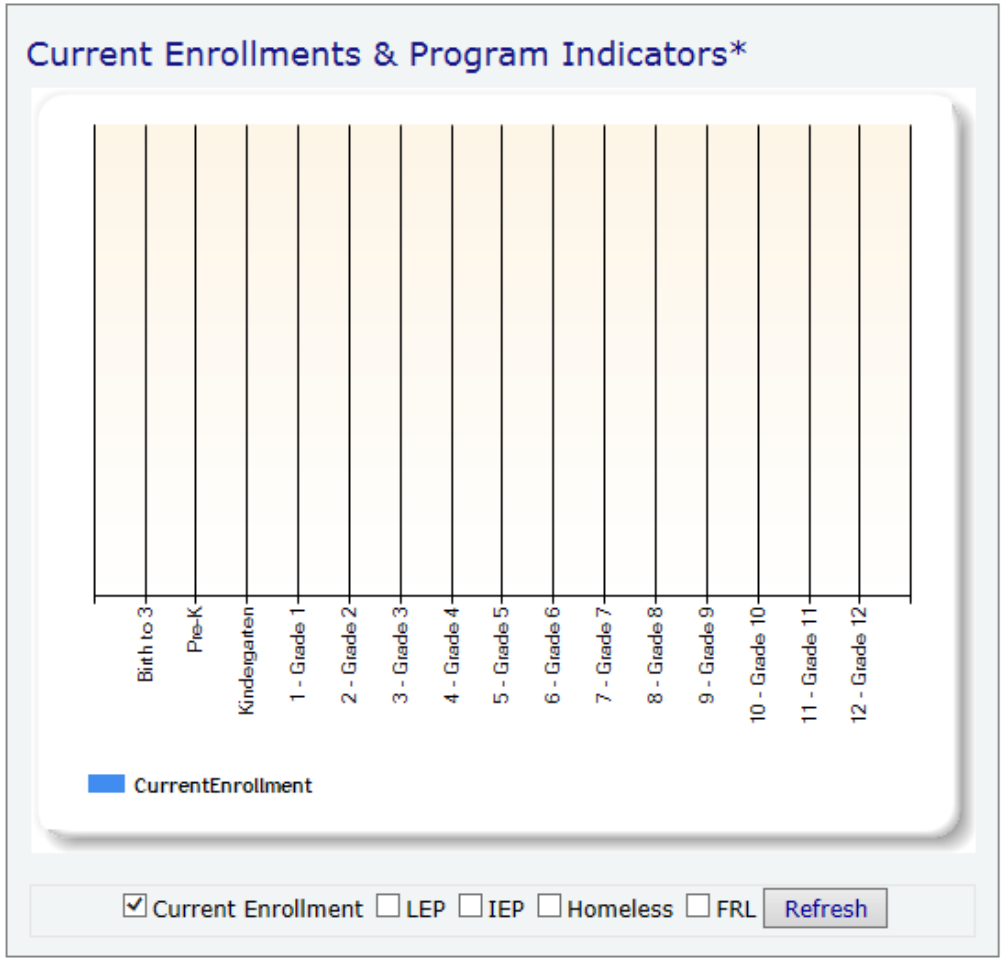
Exit Enrollment

Verify all 2020 enrollments have been exited

- View the Enrollment reports in ISBE SIS
  - Use the ***Reports*** screen
  - Expand the ***Demographics and Enrollment*** section and then select the ***Enrollment*** - ***Summary*** link
    - Ensure the following report criteria are selected
      - 2020 – Active Enrollments Only
      - Home School
    - Press ***View Report*** or ***Create PDF Report***
    - If the ***Count*** in any ***Grade*** listed in the report is **not** 0, run the Student Enrollment Detail Report and exit the identified record(s)

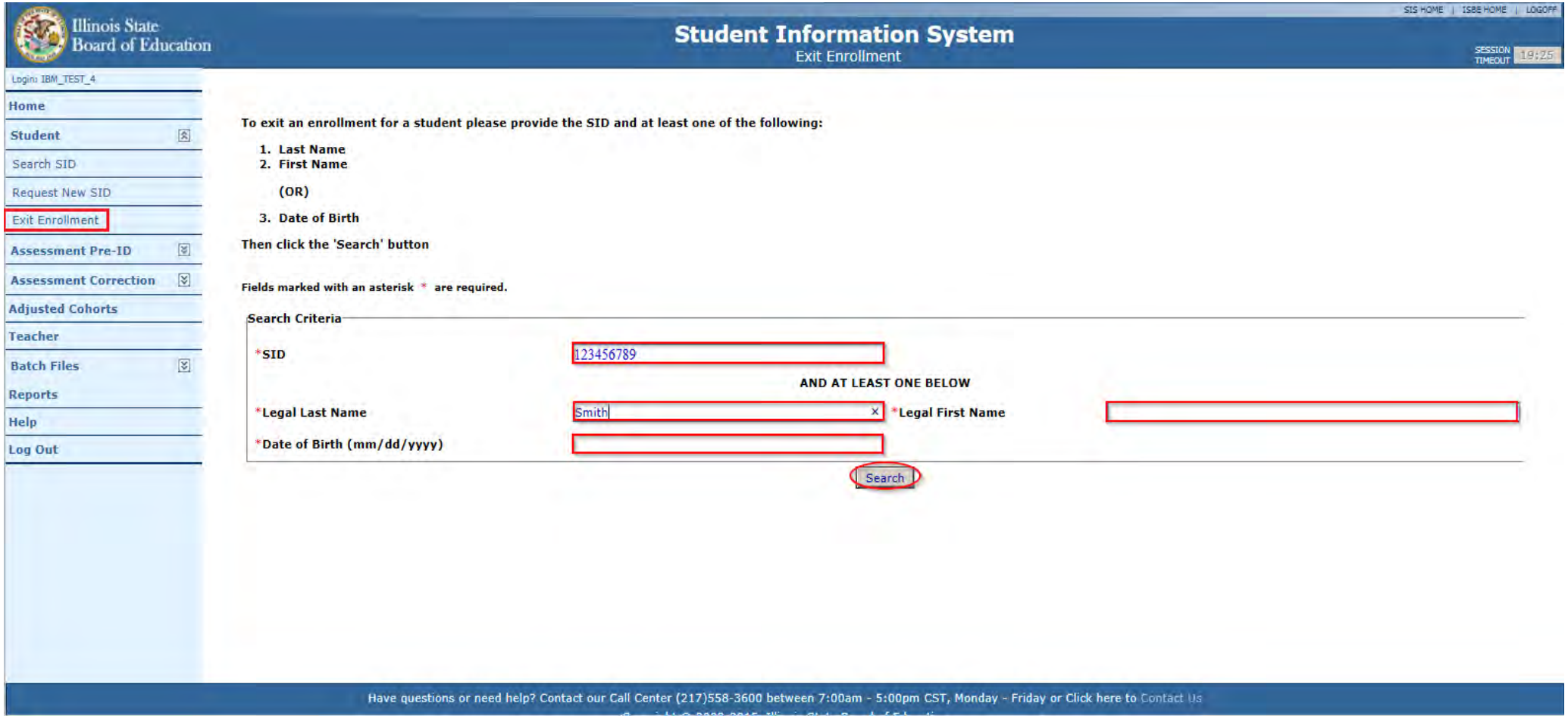
Exit Enrollment

Refer to District Status Panel for Current Enrollments & Program Indicators to ensure all students are exited



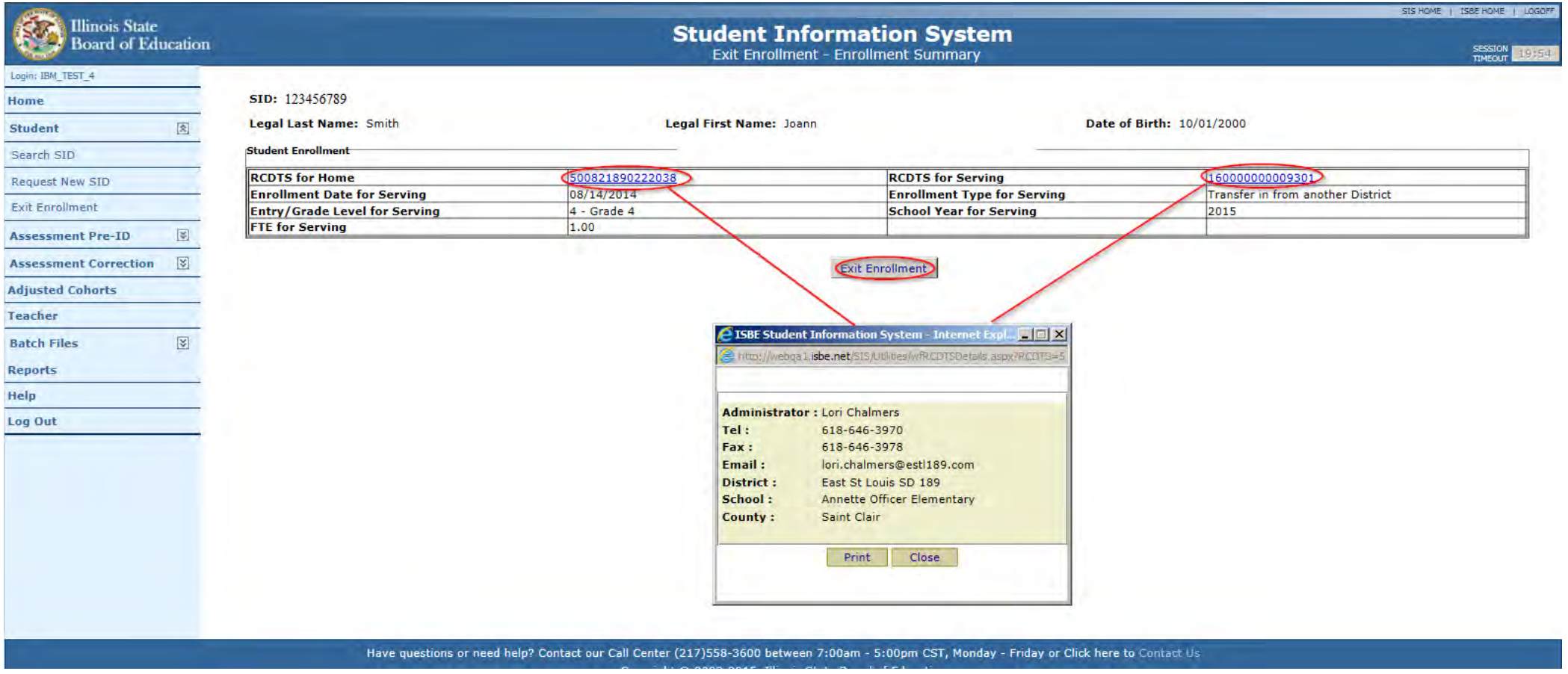
Exit Enrollment

- **Exit Enrollment – Search**



Exit Enrollment

- **Exit Enrollment – Search Results**



Exit Enrollment

- **Exit Enrollment Validations**
  - Mandatory Early Childhood Outcomes Data Missing
    - An Early Childhood Outcomes “Entry Rating” is mandatory before the student’s enrollment is exited
    - Upon exiting the student’s Enrollment, an Early Childhood Outcomes Progress Rating will be required if the last rating is more than 6 months old OR if the student is exited between February 1 and July 31, an updated ECO is required during that time frame before exiting the student
  - Mandatory EL Data Missing
    - If a student’s EL Indicator = Yes, the EL record must contain all the mandatory data prior to exiting the student

Exit Enrollment

- **Exit Enrollment Validations**
  - Mandatory EL Screener Data Missing
    - Student enrolled in Grades K-12
    - The SID was created after August 1, 2013, with the Home Language or Native Language other than English
    - No previous EL Screener data exists in SIS
  - Mandatory Homeless Data Missing
    - If a student's Homeless Indicator = Yes, the Homeless record must contain all the mandatory data prior to exiting the student's enrollment
  - Mandatory Caregiver Demographic Data Missing
    - If the student has a Participant Demographic record in SIS, all mandatory Participant Demographic data must be completed prior to exiting student's enrollment

Exit Enrollment

- **Exit Enrollment Validations**
  - Exit Date cannot be a future date
  - A student must be IDEA Services = “Yes” before exiting the student using the following Exit Type Codes:
    - 14 - Aged Out
    - 15 - Certificate of Completion
  - Students enrolled in Grade 12 may not have an Exit Type code of “05” Promoted
  - Only Students enrolled in Grades 11 or 12 can have the Exit Type code “06” Graduated

Exit Enrollment

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

Exit Enrollment

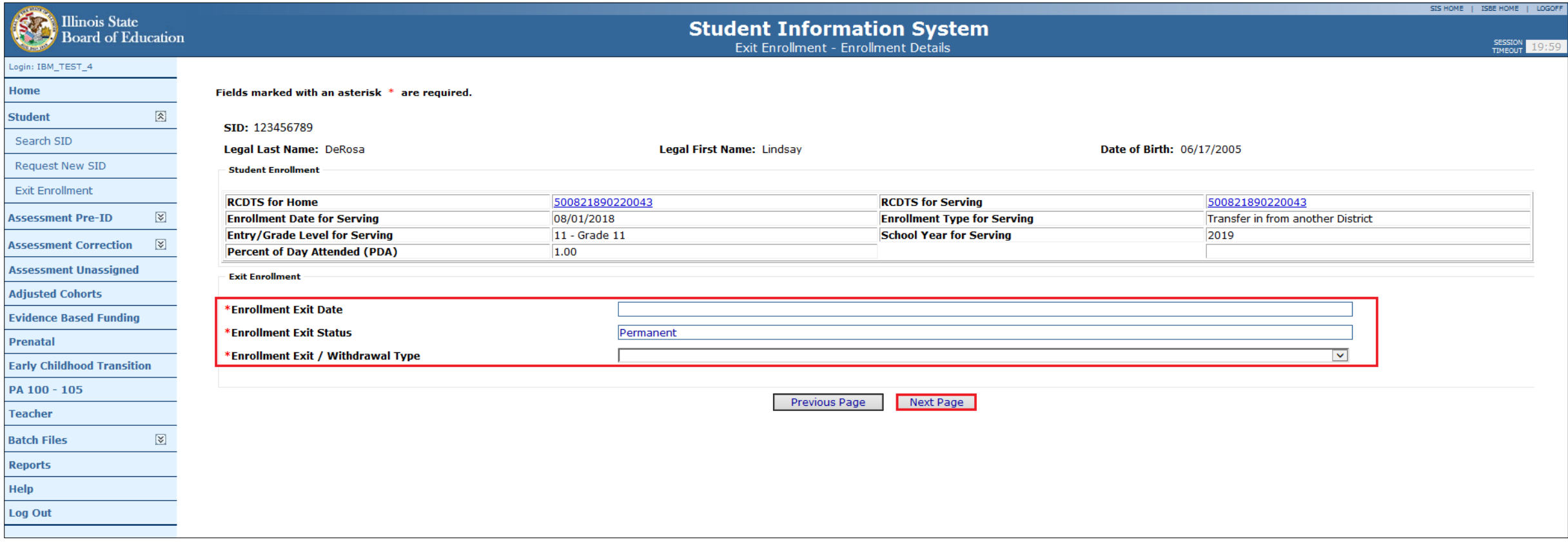
Student's enrollment data was entered incorrectly:

- Exit Student's Enrollment record as Erroneous
  - If an Enrollment record is erroneous, the Exit Enrollment Date should ideally be the exact same date as the Enrollment Entry Date
  - The Enrollment Exit/Withdrawal Type for an erroneous Enrollment record should be Code 99 ("Erroneous Enrollment")

- Before an enrollment can be identified as erroneous, other data collections (listed below) triggered by the student's attributes may also need to be identified as erroneous.
  - EL
  - EL Screener
  - Early Childhood Outcomes
  - Homeless
  - Student Discipline
  - Student Attendance

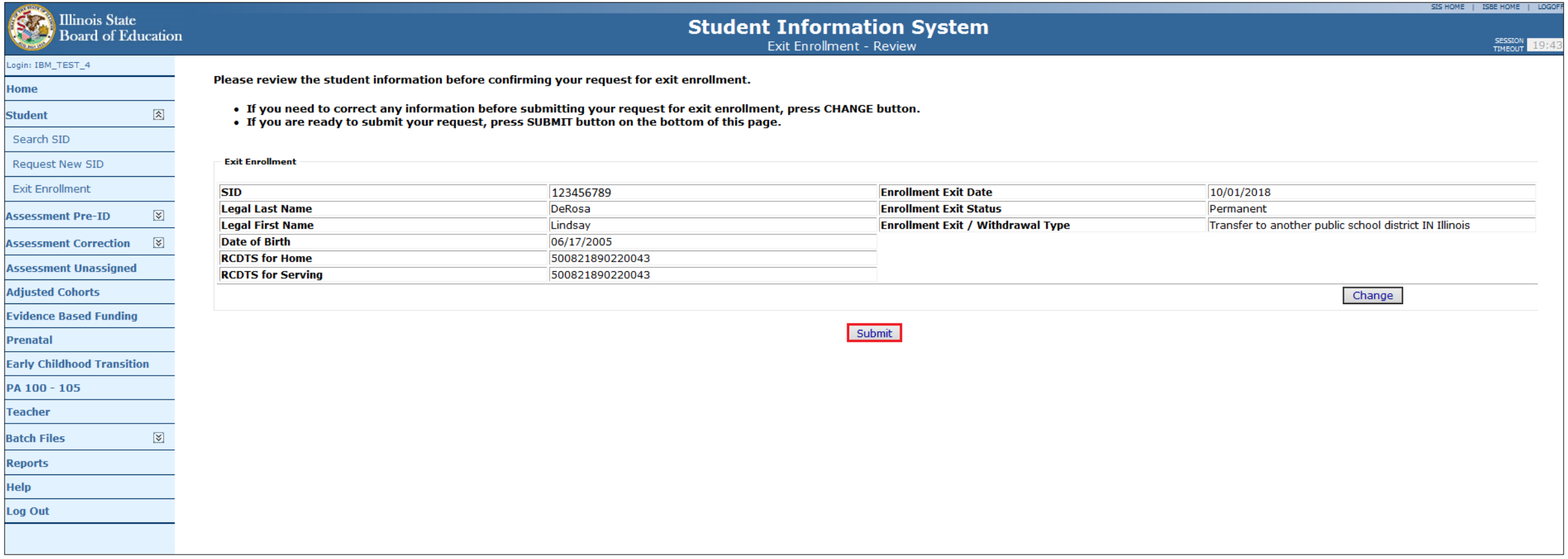
Exit Enrollment

- **Exit Enrollment – Edit**



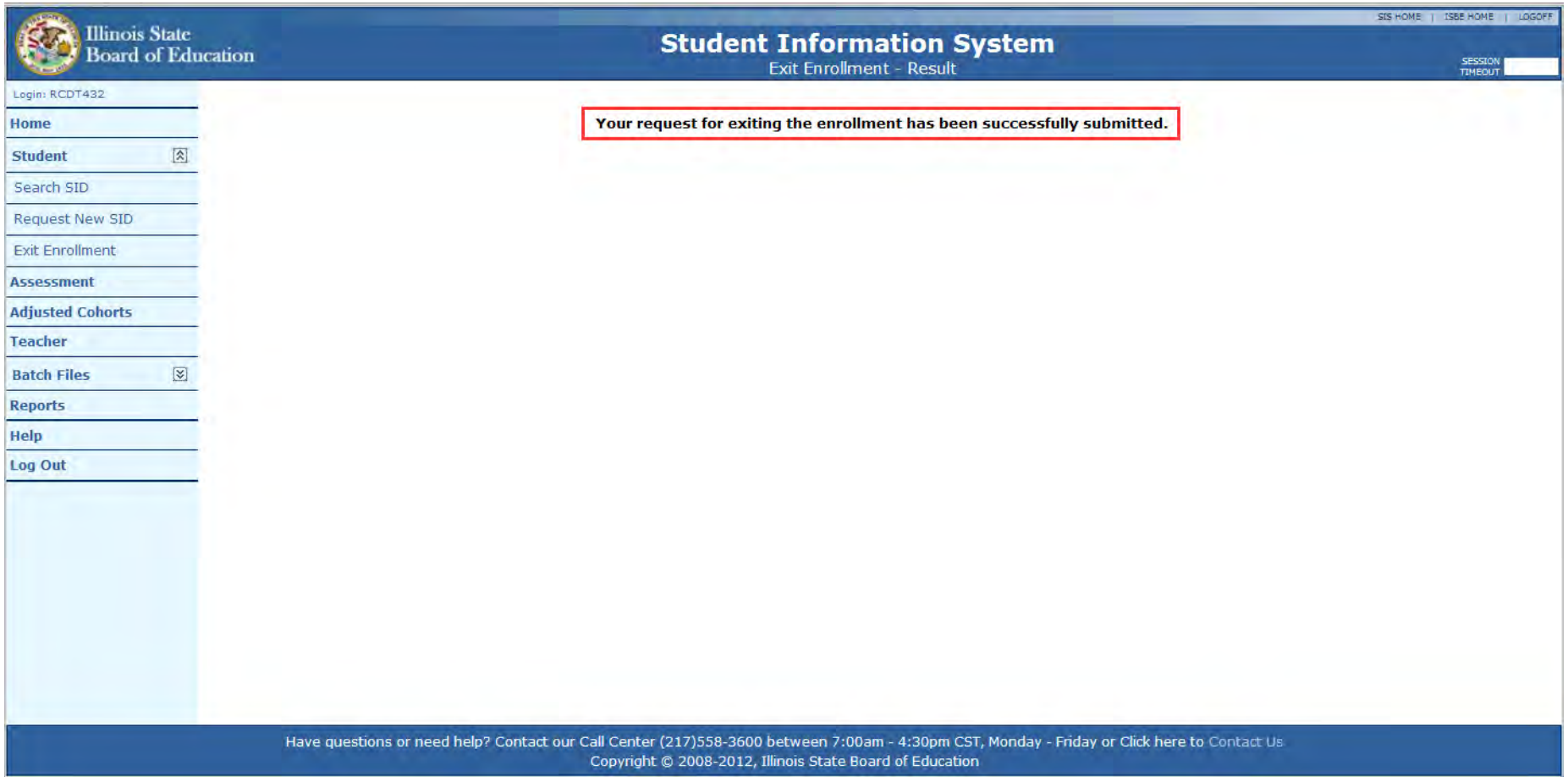
Exit Enrollment

- **Exit Enrollment – Review**



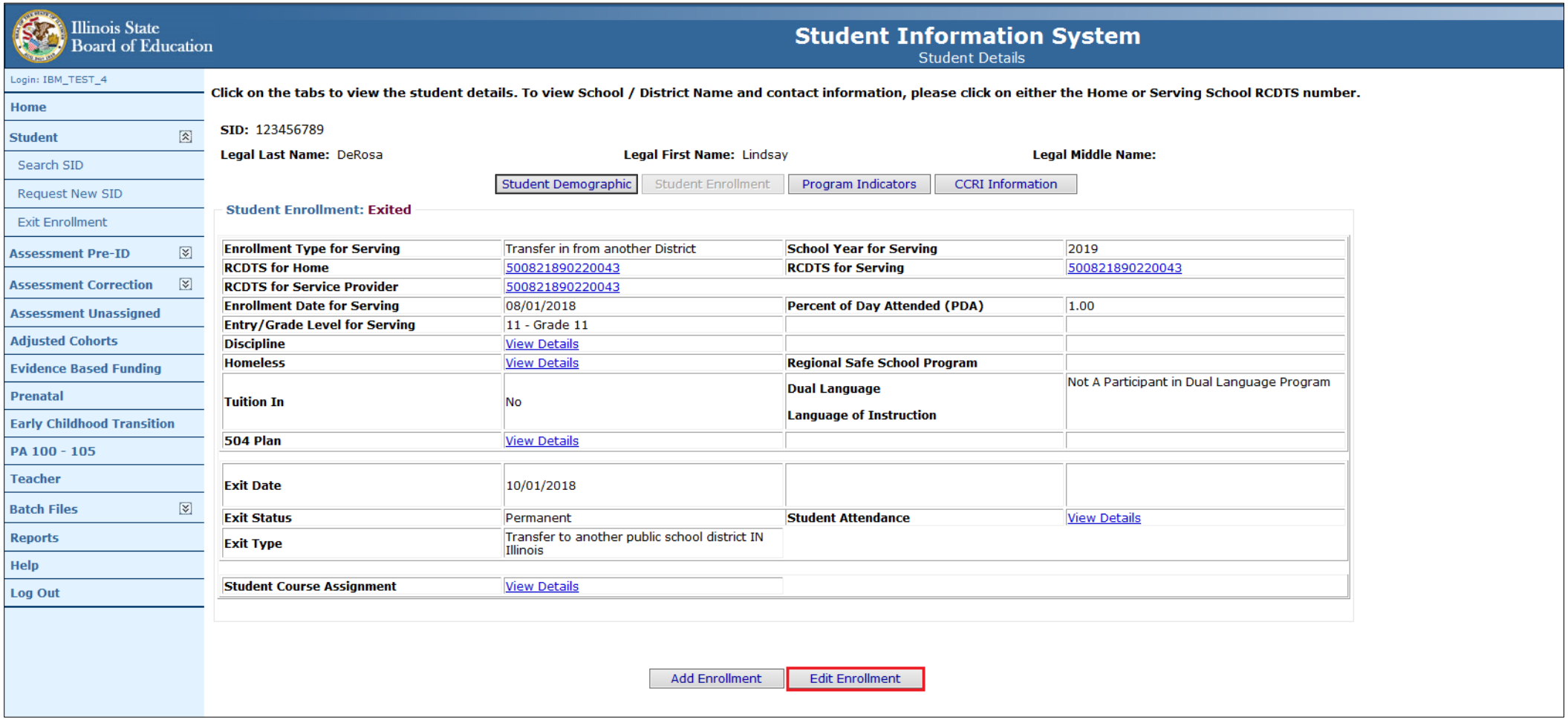
Exit Enrollment

- **Exit Enrollment – Exit Successful**



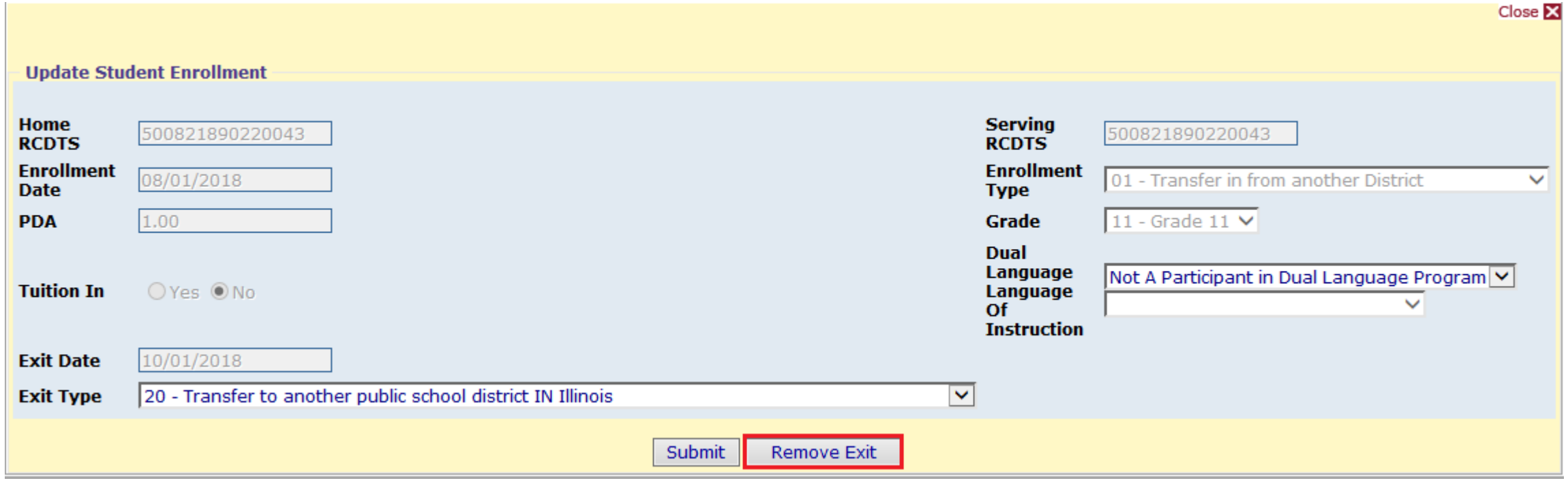
Exit Enrollment

- **Edit Enrollment – Only for District who last had student enrolled**



Exit Enrollment

- **Select Remove Exit**



Exit Enrollment

What can be provided after the student has been exited?

- ***Student Discipline Groups Data***
  - All discipline Groups data must be reported by **July 31, 2020, at 4:00 p.m.**
  - The disciplinary action must have occurred during the student's time of enrollment in your district, but the student does not need to be currently actively enrolled in your district.
- ***Teacher Course Assignment***
  - All teacher course data must be reported after completion of the course
- ***Student Course Assignment***
  - All student course data must be reported after completion of the course

Illinois State Board of Education

Student Discipline Groups

SIS School Year at a Glance

- **Mid July**
  - **ACCESS Final Scores posted in SIS**
- **July 31, 2020 by 4:00 p.m.**
  - **Exit Enrollments for 2020 School Year**
  - **Student Discipline Groups**

Student Discipline Groups

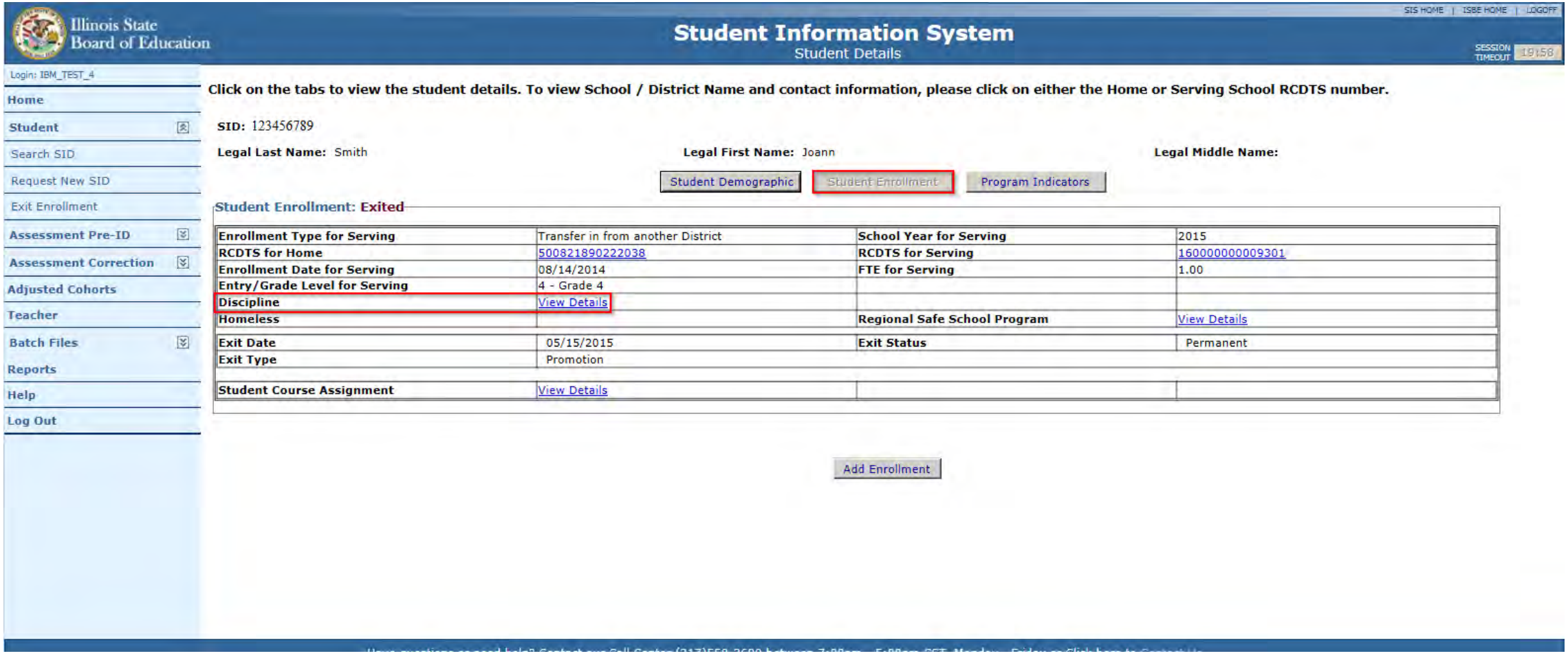
- Student Discipline Groups data can be added and updated via Online or Batch
- Only the Home School can view or submit Student Discipline Groups data
- Student Discipline Groups data is only required if disciplinary action has occurred
- A school may or may not have discipline data to submit
- On July 31 of each school year, all identifiable student data will be removed from the Student Discipline Groups record and only aggregate data will be maintained

Student Discipline Groups

- **Student Discipline Groups Validation**
  - For a Student Discipline Groups record to be added or updated, the student must have a valid Enrollment record that synchronizes with the Student Discipline Groups record on the following elements:
    - Home RCDTS
    - Serving RCDTS
    - School Year
    - Incident Date
    - Incident Number
  - The Incident Date must be equal to or greater than the Enrollment Date **and** equal to or less than the Exit Enrollment Date **at** the Serving School where the incident occurred

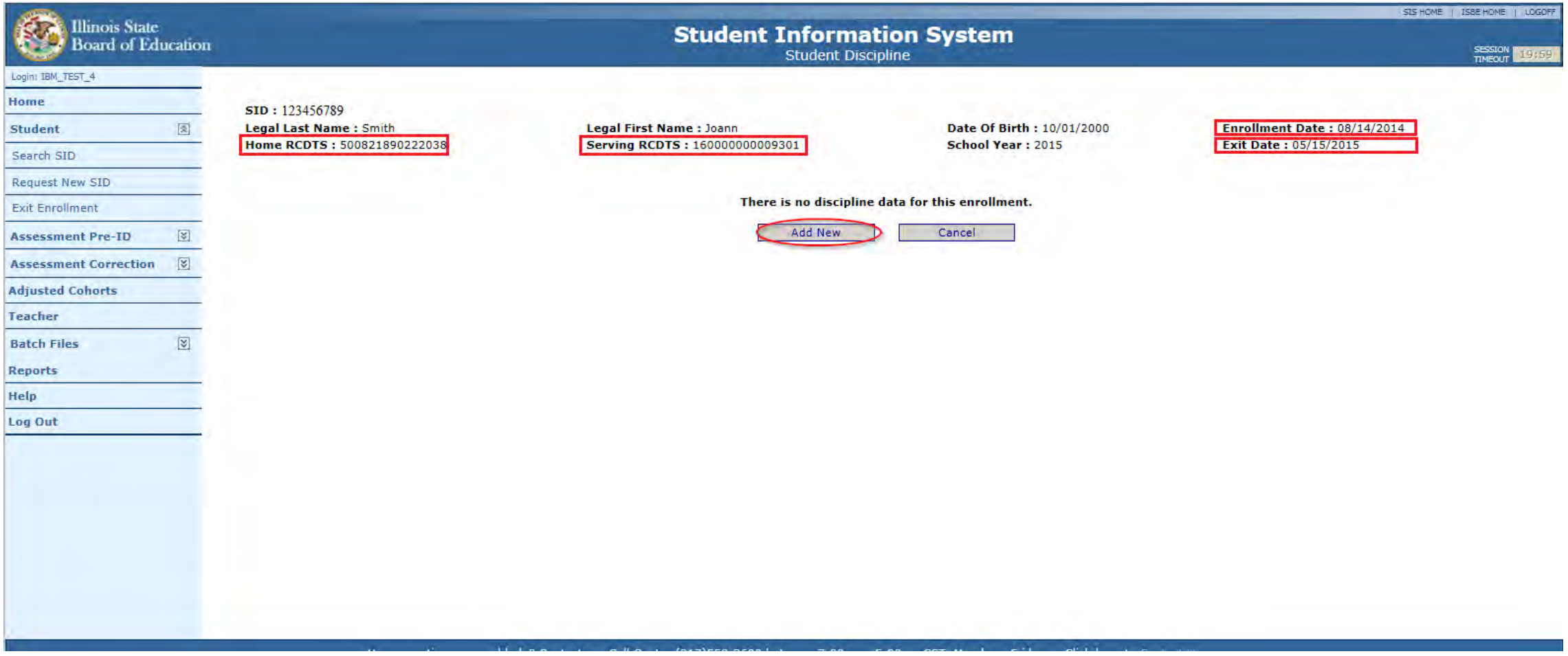
Student Discipline Groups

- **Student Enrollment – Student Discipline Group Link**



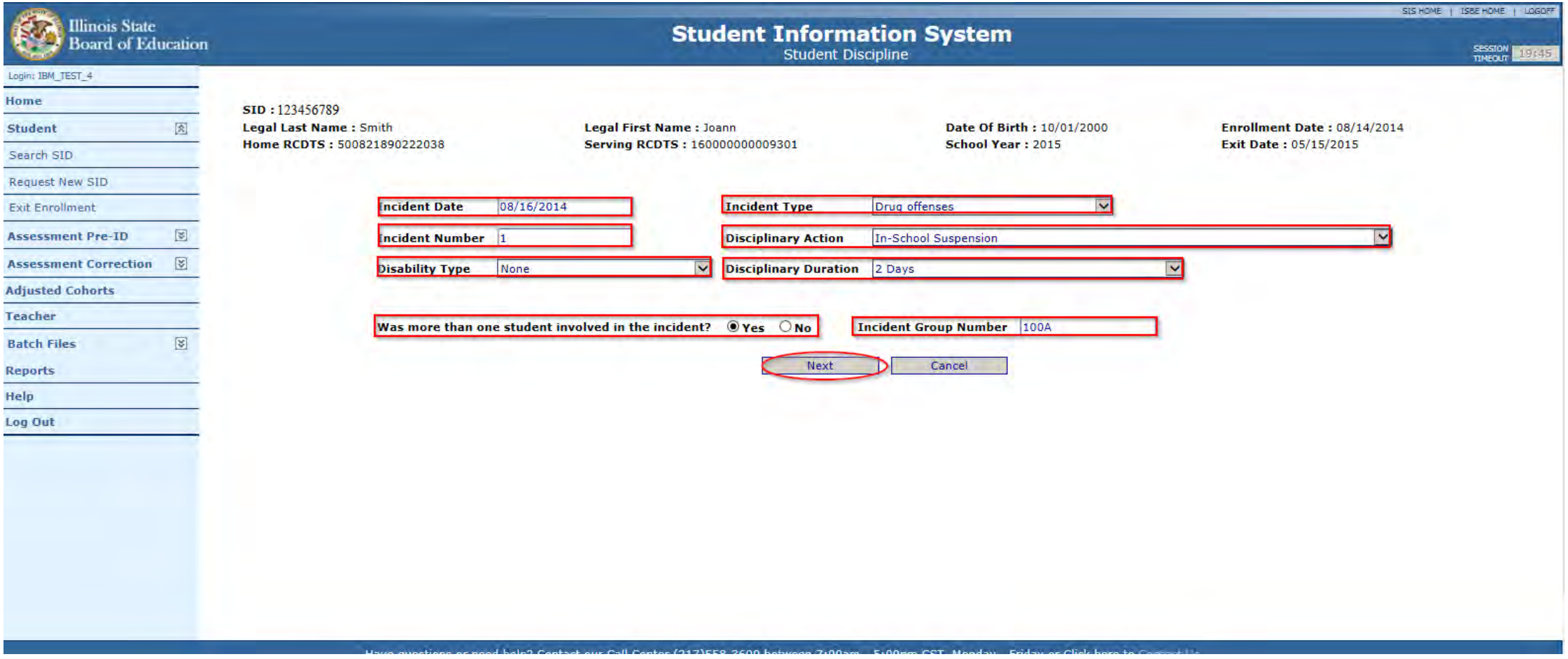
Student Discipline Groups

- **Student Discipline – Add Disciplinary Action**



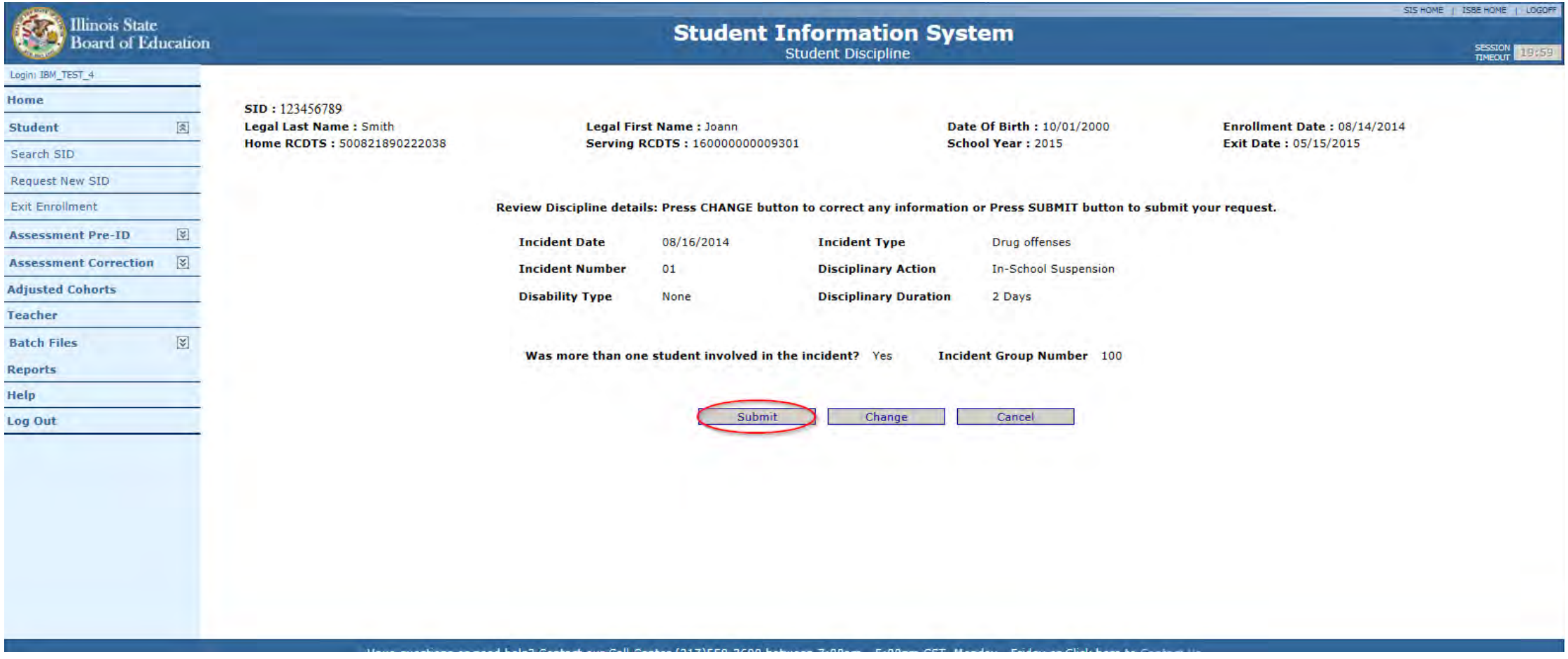
Student Discipline Groups

- **Student Discipline – Edit**



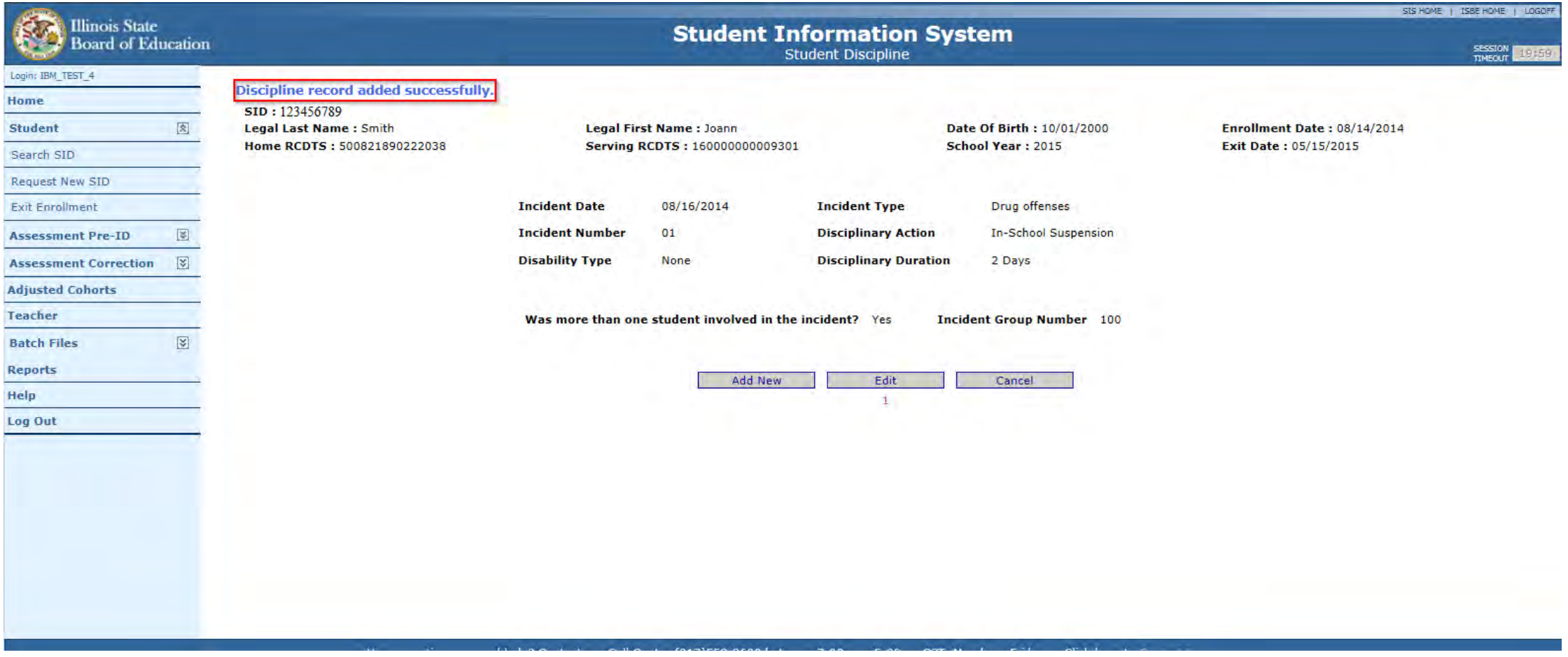
Student Discipline Groups

- **Student Discipline – Review**



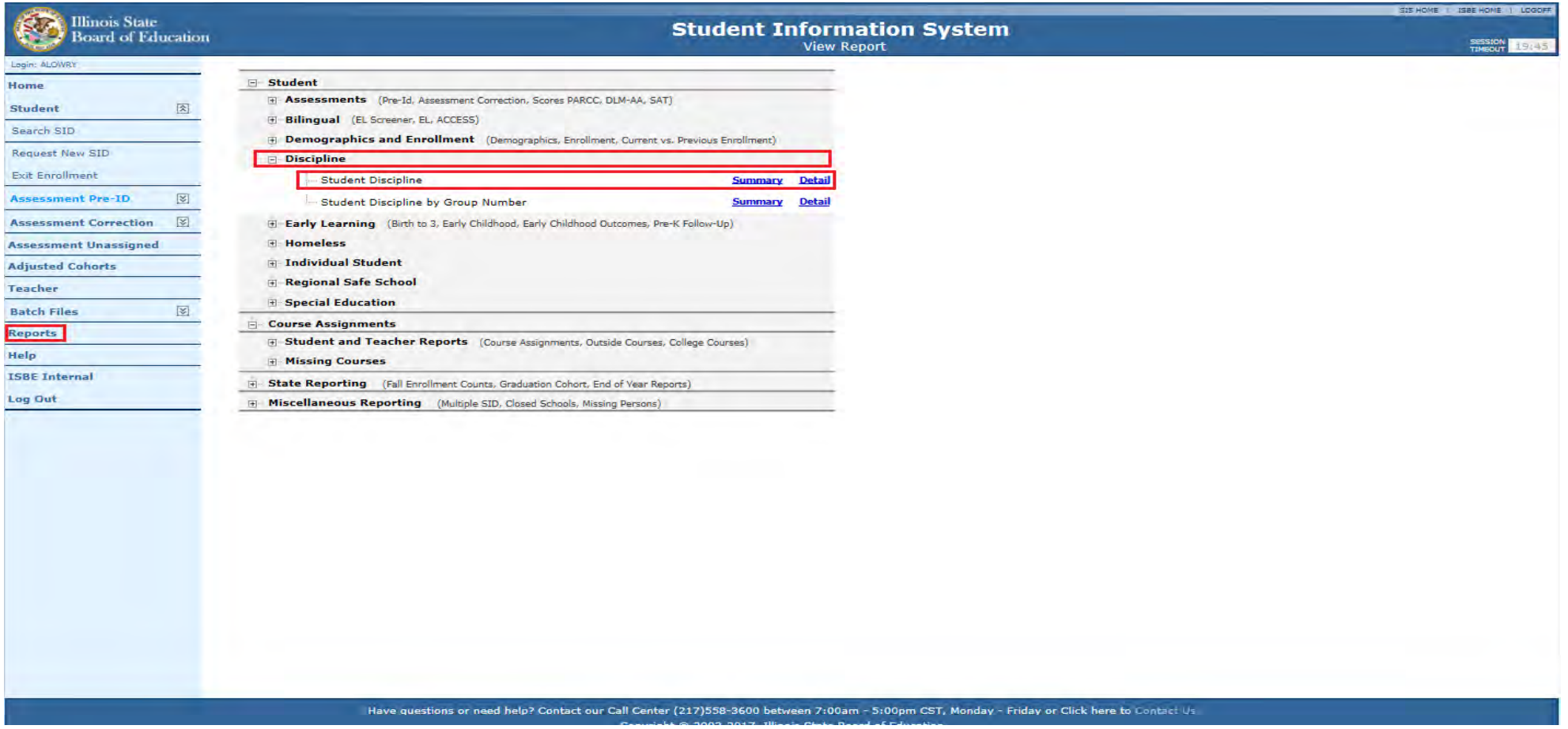
Student Discipline Groups

- **Student Discipline – Update Successful**



Student Discipline Groups

- **Student Discipline Report**



Student Discipline Groups

- **Student Discipline Report**

Student Discipline Report (Detail)

6/18/2015 2:46 pm

SIS Home District: 12345678901 ISBE Test District

Selection Criteria: Sorted By: None Selected

Columns									
	A	Race Codes	C	Grade	E	Incident Date	G	Disability Description	I	Disciplinary Action
	B	Gender Codes	D	IEP	F	Incident Number	H	Incident Description	J	Disciplinary Duration

Student ID	Student Name	Birth Date	A	B	SIS Home School	Serving School	C	D
School year: 2015								
123456789	**Smith, Michael**	01/01/2000	16	M	1234567890123456	1234567890123456	12	N

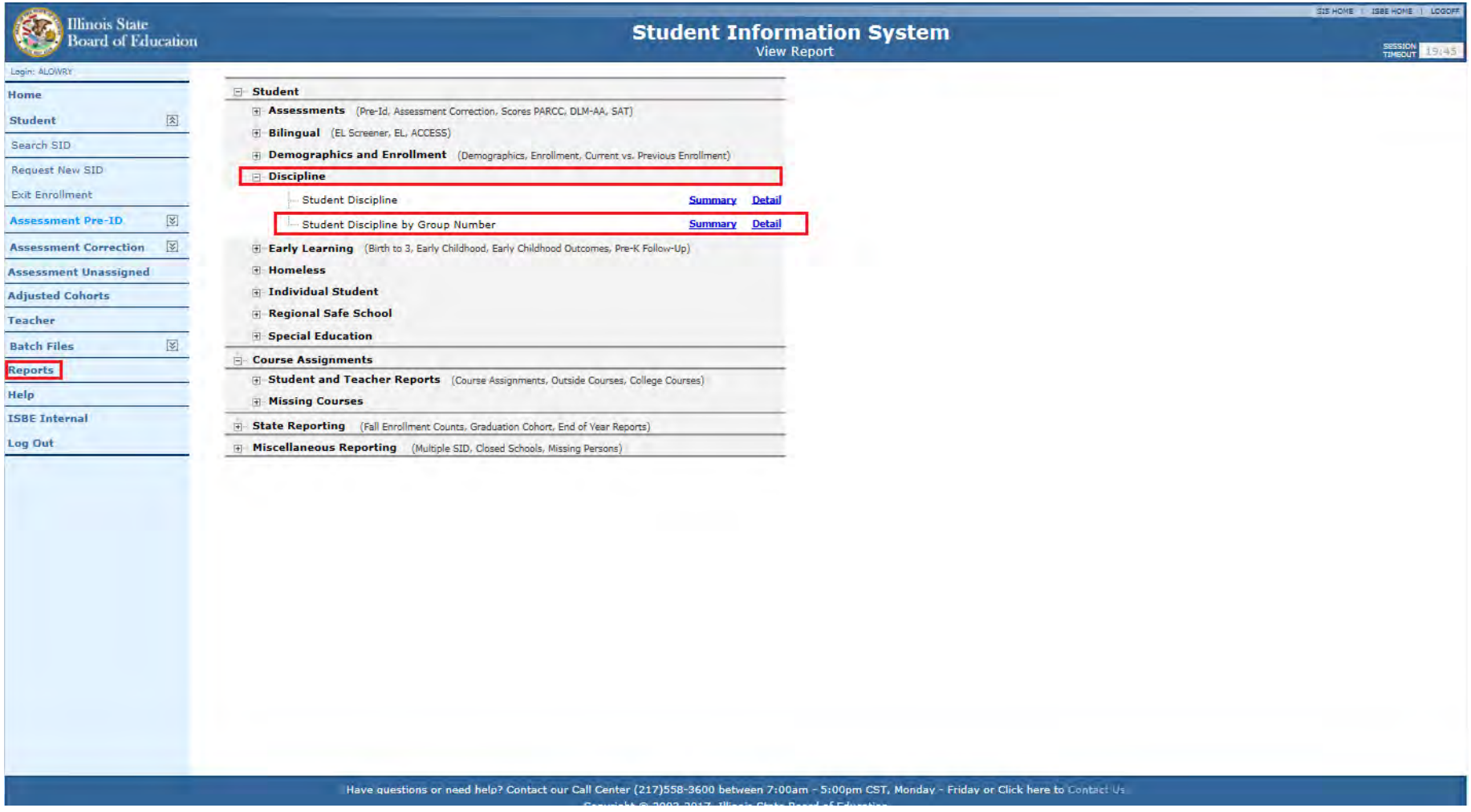
E: 09/23/2014	F: 01	G: None	H: Other reason	I: In-School Suspension	J: 3 Days
E: 04/23/2015	F: 01	G: None	H: Other reason	I: In-School Suspension	J: 1 Day
E: 04/24/2015	F: 01	G: None	H: Other reason	I: In-School Suspension	J: 1 Day

Student ID	Student Name	Birth Date	A	B	SIS Home School	Serving School	C	D
123456789	**Jones, Anna**	01/01/2000	11	F	1234567890123456	1234567890123456	11	Y

E: 09/24/2014	F: 01	G: Emotional Disability	H: Other reason	I: In-School Suspension	J: 1 Day
E: 09/25/2014	F: 01	G: Emotional Disability	H: Other reason	I: In-School Suspension	J: 1 Day
E: 09/30/2014	F: 01	G: Emotional Disability	H: Other reason	I: In-School Suspension	J: 1 Day
E: 10/17/2014	F: 01	G: Emotional Disability	H: Other reason	I: In-School Suspension	J: 1 Day

Student Discipline Groups

- **Student Discipline by Group Number Report**



Student Discipline Groups

- **Student Discipline by Group Number Report**

Student Discipline Report by Incident Group Number (Detail)

6/29/2017 7:44 am

SIS Home District: 12345678912 ISBE TEST DISTRICT

Selection Criteria: Sorted By: None Selected

Columns									
	A	Race Codes	C	Grade	E	Incident Date	G	Disability Description	I	Disciplinary Action
	B	Gender Codes	D	IEP	F	Incident Number	H	Incident Description	J	Disciplinary Duration

Student ID	Student Name	Birth Date	A	B	SIS Home School	Serving School	C	D
School year: 2017								
Incident Group Number:12207								
123456789	**Smith, John**	**01/01/2002**	16	M	123456789012345	123456789012345	8	N
E: 10/05/2016	F: 01	G: None	H: Dangerous weapon - oth	I: Out-of School Suspension			J: 2	
987654321	**Jones, Mike**	**01/01/2005**	16	M	123456789012345	123456789012345	6	N
E: 10/05/2016	F: 01	G: None	H: Dangerous weapon - oth	I: Out-of School Suspension			J: 2	
Incident Group Number:12246								
120001233	Wilson, Jack	**01/01/2002**	11	M	123456789012345	123456789012345	8	Y
E: 10/12/2016	F: 01	G: Emotional Disability	H: Other reason	I: Out-of School Suspension			J: 3	

Illinois State Board of Education

Adjusted Cohort Graduation Rate

SIS School Year at a Glance

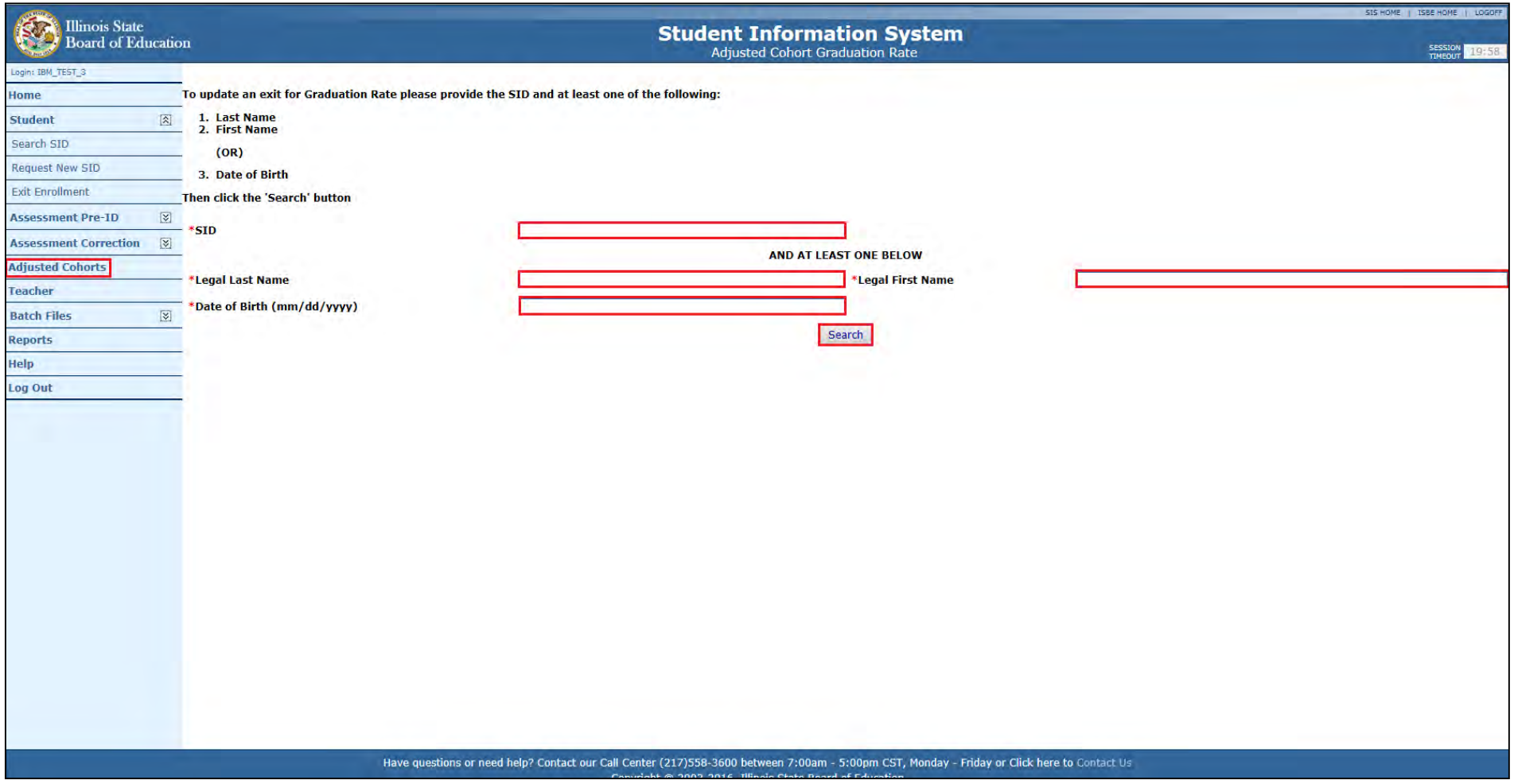
- **August 14, 2020 by 4:00 p.m. Deadline**
  - **Adjusted Cohort Graduation Rates due**
  - **Advanced Coursework data Finalized**
  - **Chronic Absenteeism data Finalized**
  - **Chronic Truancy data Finalized**
  - **Freshman on Track data Finalized**
  - **Percent 8th Graders Taking Algebra I data Finalized**
  - **Student Attendance data Finalized**
  - **Student Mobility data Finalized**

Adjusted Cohort Graduation Rate

- The 2020 adjusted cohort graduation rate will be calculated based on SIS data.
- Because the related information will be derived from student information, the accuracy of data reported to SIS becomes even more significant. The adjusted cohort graduation rate will be calculated based on student enrollments and upon proper identification of Enrollment Exit Codes.
- The **Cohort Enrollment Exit Type Code** is essential in providing an accurate measure of high school graduation data. The Cohort Enrollment Exit Type Code is initially set to the student's general Enrollment Exit Type Code, but it can be updated (as appropriate) through the related online screens.
- **Cohort Enrollment Exit Type Codes** fall into 3 categories (Graduates, Non-Graduates, and "Removed from Cohort") that are used in calculating the adjusted cohort graduation rate.

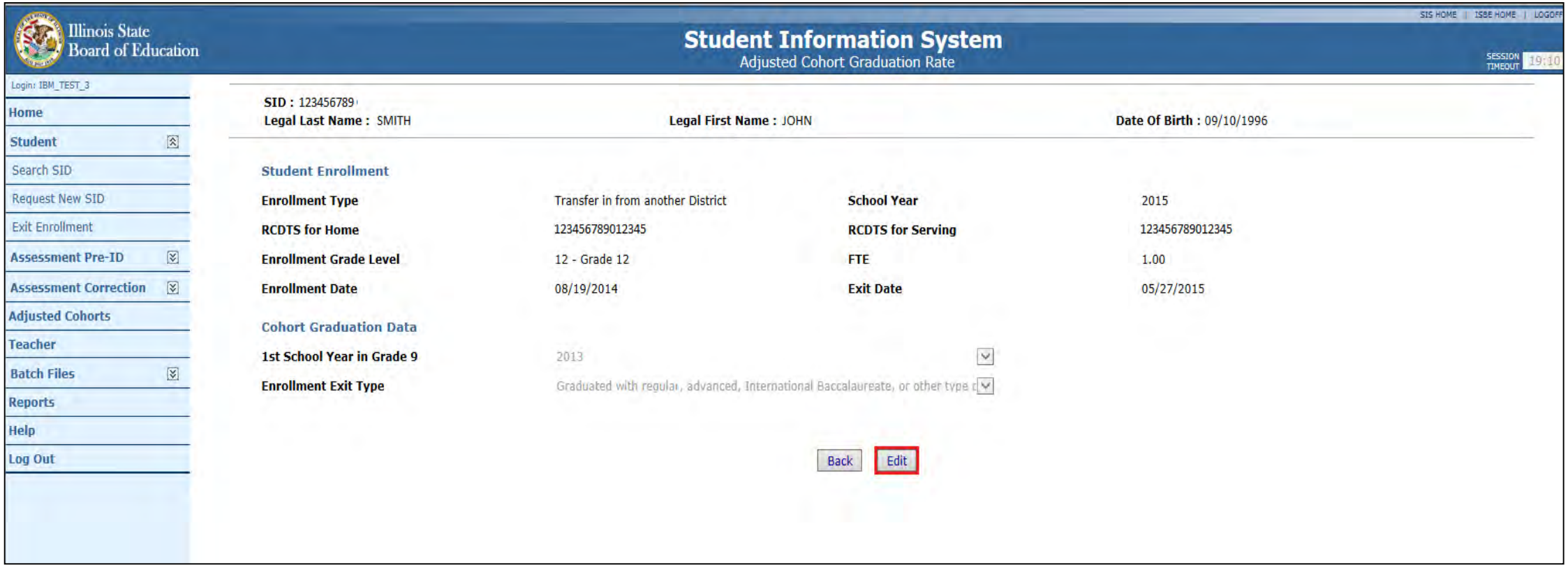
Adjusted Cohort Graduation Rate

- Online - Adjusted Cohort Graduation Rate - Search Screen



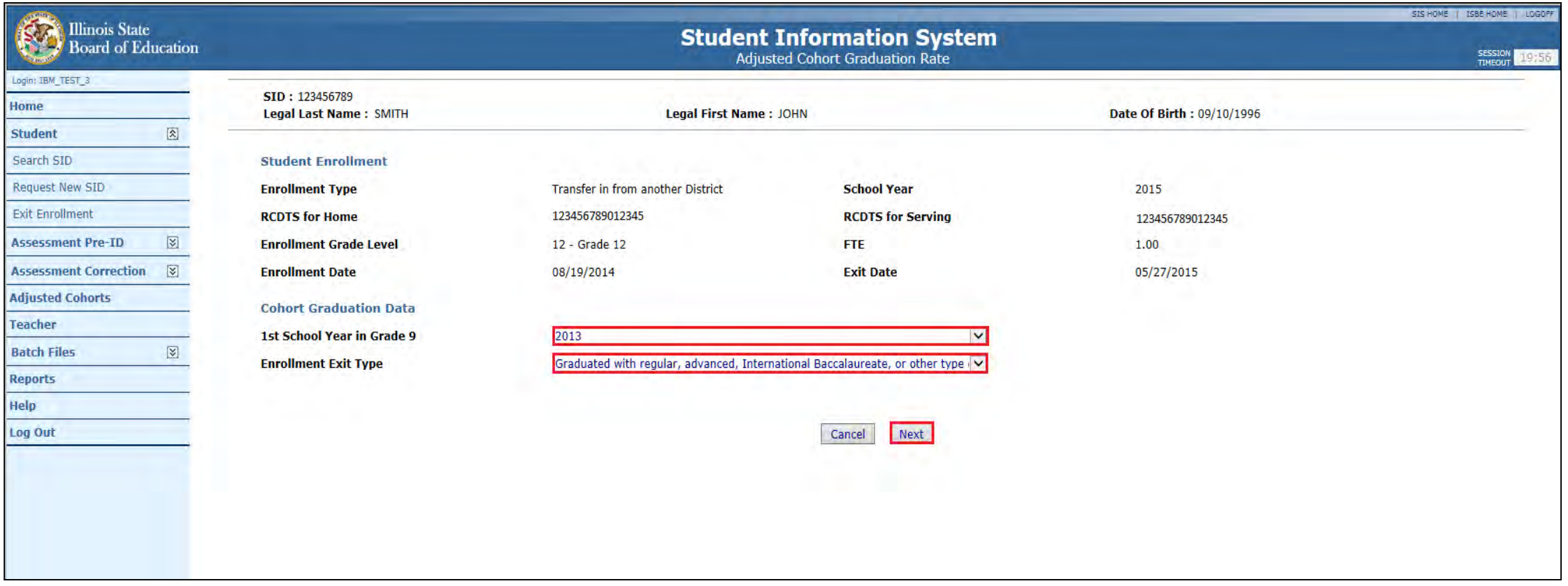
Adjusted Cohort Graduation Rate

- Adjusted Cohort Graduation Rate - Edit Screen



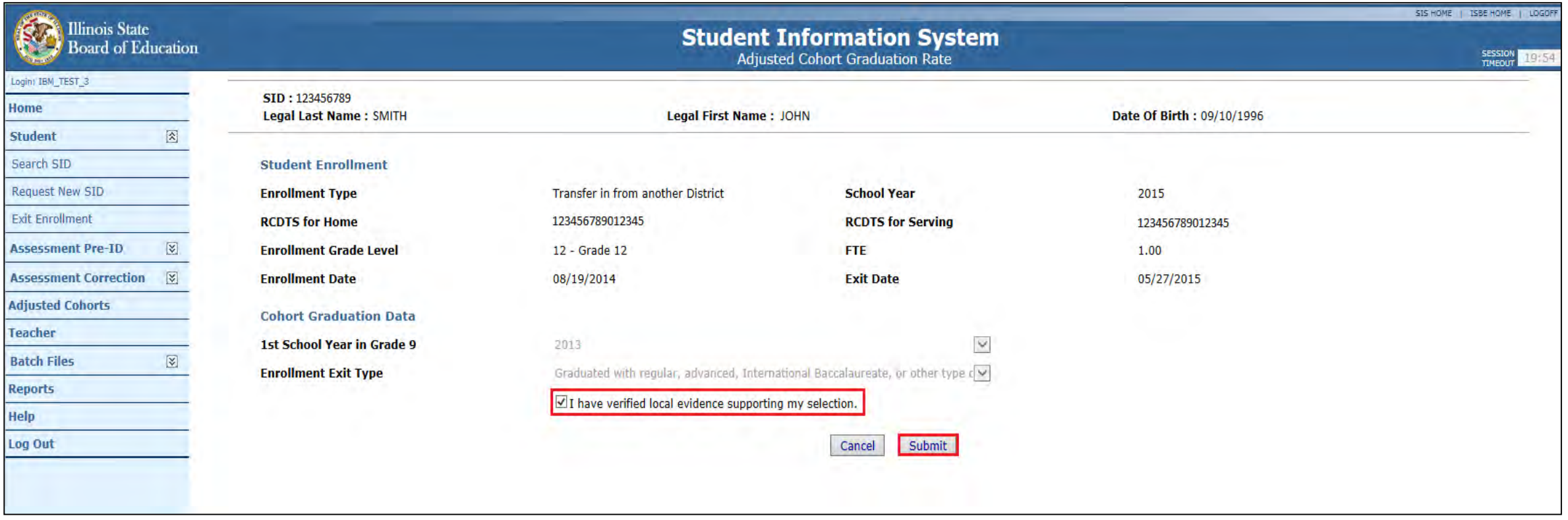
Adjusted Cohort Graduation Rate

- Adjusted Cohort Graduation Rate - Edit Screen



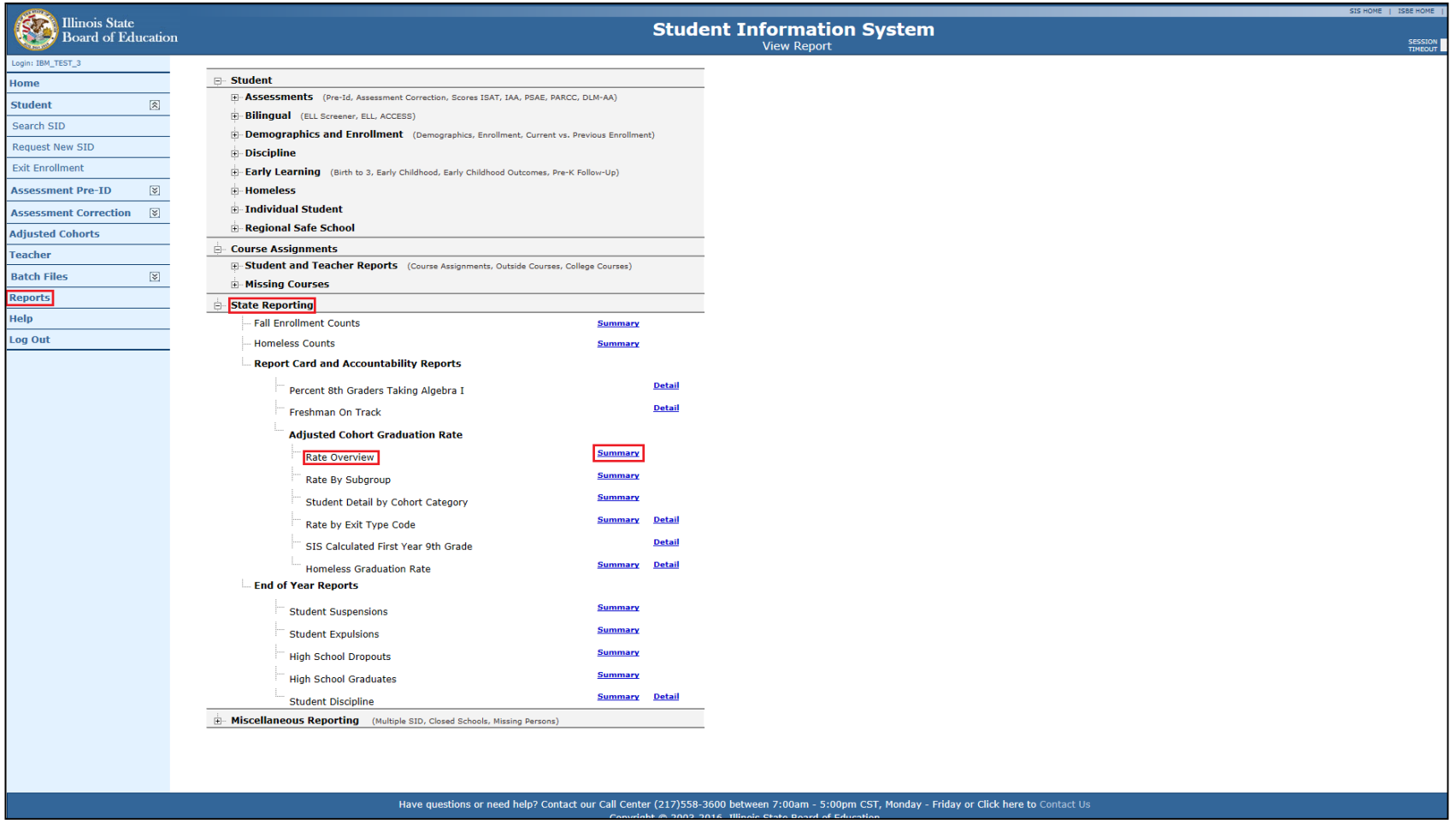
Adjusted Cohort Graduation Rate

- Adjusted Cohort Graduation Rate - Edit Screen



Adjusted Cohort Graduation Rate

- Adjusted Cohort Graduation Rate Overview - Summary



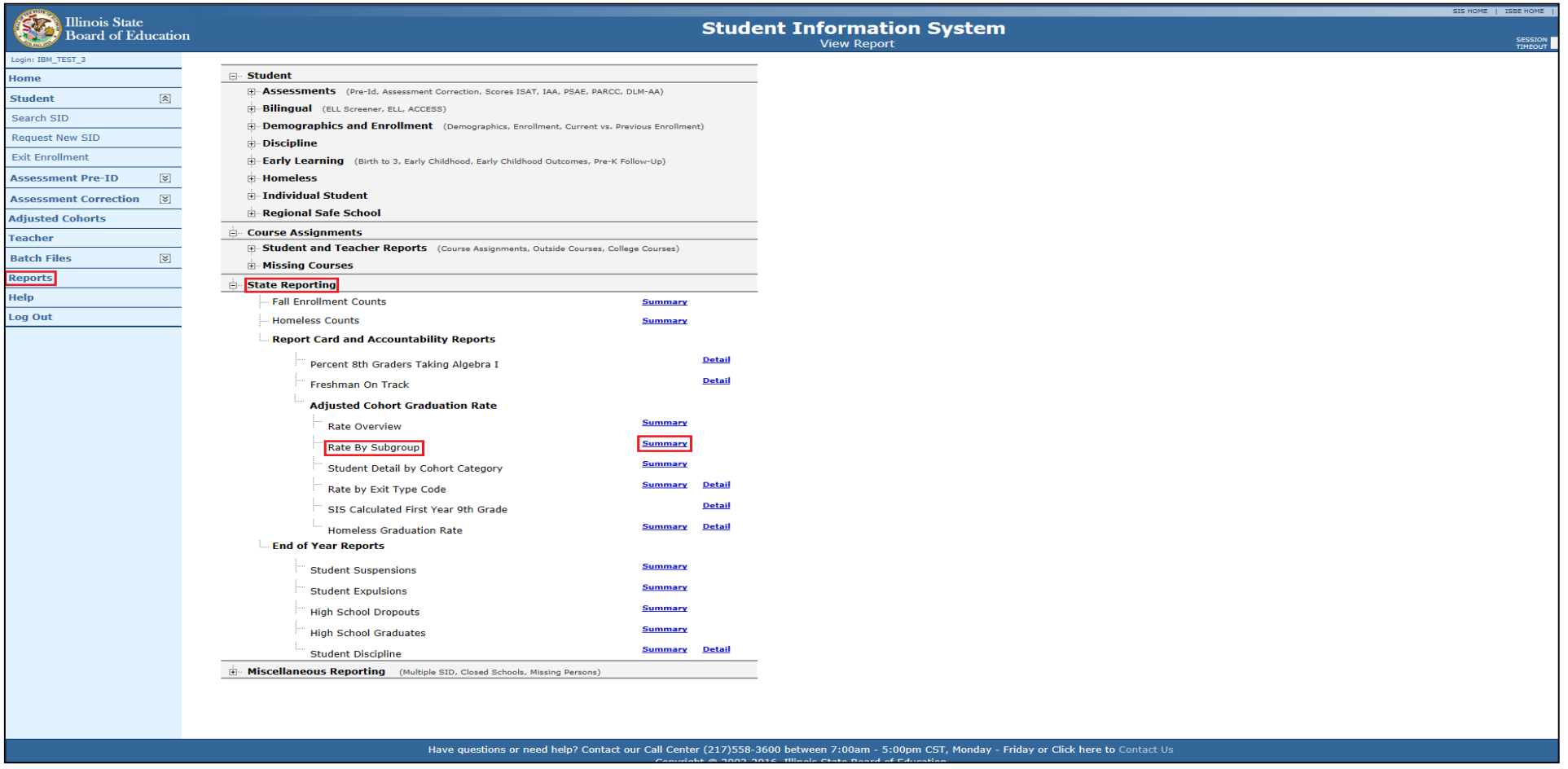
Adjusted Cohort Graduation Rate

- Adjusted Cohort Graduation Rate Overview - Summary

Adjusted Cohort Graduation Rate for School Year 2017						
Home District: 123456789012345 ISBE SD 101					4 year cohort year = 2014	
89.93%	Graduates	1,840	Graduates	1,840	Original Cohort Member	1,749
					Transfer In	91
	Graduates + Non-Graduates	2,046	Original Cohort Member	2,152	Graduates	1,749
					Non-Graduates	165
					Transfers Out	238
			+ Transfer In	140	Graduates	91
					Non-Graduates	41
					Transfers Out	8
			- Transfer Out	246	Verified by State	124
					Verified by School District	122

Adjusted Cohort Graduation Rate

- Adjusted Cohort Graduation Rate By Subgroup - Summary



Adjusted Cohort Graduation Rate

- Adjusted Cohort Graduation Rate By Subgroup - Summary

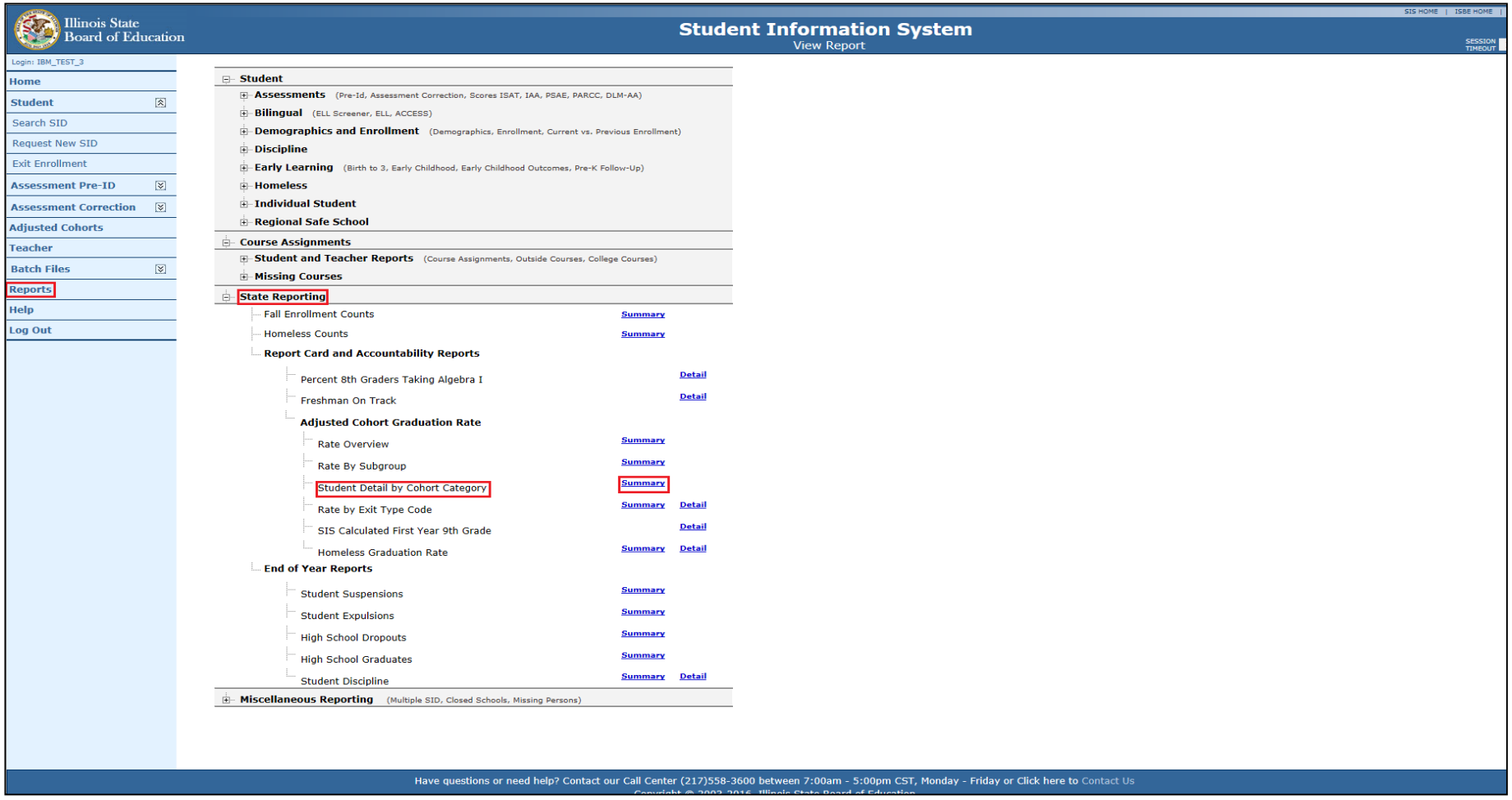
Adjusted Cohort Graduation Rate by Subgroup

Home District: 123456789 **ISBE SD** 4 year cohort year = 2016

Total	Graduates	Cohort				Graduation Rate
		Original	+ Transfer In	- Transfer Out	Adjusted	
	196	492	49	127	414	47.34%
Female						
	113	240	21	50	211	53.55%
Male						
	83	252	28	77	203	40.89%
Race						
Hispanic or Latino	5	10	1	4	7	71.43%
American Indian or Alaska Native	0	1	0	1	0	0.00%
Asian	0	0	0	0	0	0.00%
Black or African American	189	468	45	112	401	47.13%
Native Hawaiian or Other Pacific Islander	0	0	0	0	0	0.00%
White	2	11	3	8	6	33.33%
Two or More Races	0	2	0	2	0	0.00%
Total	**196**	**492**	**49**	**127**	**414**	47.34%
IDEA Services						
	30	100	12	30	82	36.59%
EL						
	1	2	0	1	1	100.00%
FRL						
	192	451	38	96	393	48.85%

Adjusted Cohort Graduation Rate

- Adjusted Cohort Graduation Rate By Cohort Category - Summary



Adjusted Cohort Graduation Rate

- Adjusted Cohort Graduation Rate By Cohort Category

Adjusted Cohort Graduation Rate
Student Detail by Cohort Category

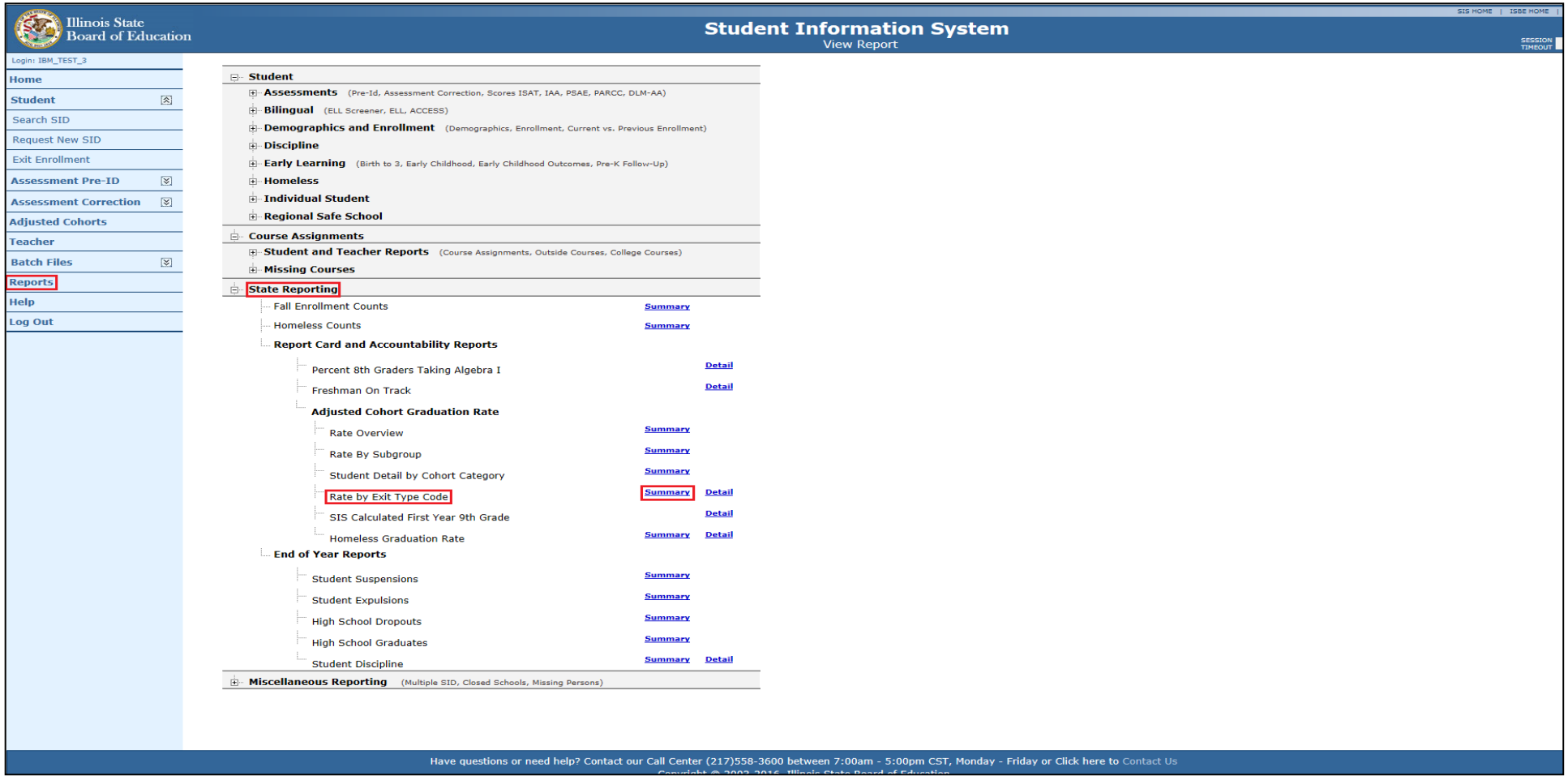
SIS Home District: 123456789 **ISBE SD 101** 4 year cohort year = 2013

Original Cohort Member

Student ID	Name	Gender	Race	9th Grade Home RCDTS	LEP	IEP	FRL	Last Exited Enrollment in SIS Grade	School Year	Home RCDTS	Exit Code	Final Outcome
999999999	Test, Student	F	14	123456789012345	N	N	Y	12	2015	123456789012345	06	Graduated
999999999	Test, Student	M	14	123456789012345	N	N	Y	12	2015	123456789012345	06	Graduated
999999999	Test, Student	F	14	123456789012345	N	N	Y	12	2015	123456789012345	06	Graduated
999999999	Test, Student	M	14	123456789012345	N	N	Y	11	2015	123456789012345	05	Non-Graduated
999999999	Test, Student	F	14	123456789012345	N	N	Y	11	2015	123456789012345	05	Non-Graduated
999999999	Test, Student	F	14	123456789012345	N	N	Y	11	2015	123456789012345	02	Non-Graduated
999999999	Test, Student	M	14	123456789012345	N	N	Y	11	2015	123456789012345	05	Non-Graduated
999999999	Test, Student	M	14	123456789012345	N	N	Y	11	2015	123456789012345	05	Non-Graduated
999999999	Test, Student	M	14	123456789012345	N	N	Y	11	2015	123456789012345	05	Non-Graduated

Adjusted Cohort Graduation Rate

- Adjust Cohort Graduation Rate By Exit Type Code - Summary



Adjusted Cohort Graduation Rate

- Adjusted Cohort Graduation Rate - Summary

7/31/2017 8:14 pm

Adjusted Cohort Graduation Rate By Exit Type Code
School Year 2017
This Cohort Consist of Students Whose 1st Year in 9th Grade Was School Year 2014

SIS Home District: 12345678901 ISBE SD 101
Selection Criteria: Year In Cohort = 4

89.93 % Adjusted Cohort Graduation Rate
Adjusted Cohort Graduation Rate = Total Graduates / (Total Graduates + Non-Graduates)

	Graduates	Non-Graduates	Removed from Cohort (Not Enrolled)	History of Cohort 2014	2015	2016	2017
Aged Out	0	0	0	0	0	0	0
Certificate of Completion	0	0	0	0	0	0	0
Change in Serving School or Full Time Equivalent (FTE)	0	0	0	0	0	0	0
Death	0	0	2	1	1	0	0
Dropped Out	0	44	0	1	2	10	31
Expulsion	0	1	0	0	1	0	0
Graduated with regular, advanced, International Baccalaureate, or other type of diploma	1,840	0	0	0	0	0	1840
Medical Non-Compliance	0	0	0	0	0	0	0
Moved Out of the United States	0	0	13	0	4	6	3
Moved, not known to be continuing	0	0	0	0	0	0	0
Promotion	0	12	0	4	2	6	0
Retained in same grade	0	126	0	0	0	0	126
Transfer to another public school district	0	0	0	0	0	0	0
Transfer to another public school district IN Illinois	0	0	13	1	7	4	1
Transfer to another public school district OUT of Illinois	0	0	62	24	19	14	5
Transfer to another public school within the district	0	0	0	0	0	0	0
Transfer to GED program	0	23	0	0	1	6	16
Transfer to Home Schooled	0	0	13	3	4	4	2
Transfer to Private School	0	0	19	2	10	7	0
Victim of a Violent Crime	0	0	0	0	0	0	0
TOTAL	1,840	206	122	36	51	57	2024

SIS Calculated First Year 9th Grade: 19

Adjusted Cohort Graduation Rate

Adjusted Cohort Graduation Rate Recap

- All of your students will need to be exited before an accurate Adjusted Cohort Graduation Rate can be calculated
- Your 4,5, 6 and 7 year Adjusted Cohort Graduation Rate will be included on your school report card – Accuracy is very important
- This is for grades 9 – 12 only
- The 2020 data will be final as of August 14, 2020, at 4:00 PM

Illinois State Board of Education

Advanced Coursework

SIS School Year at a Glance

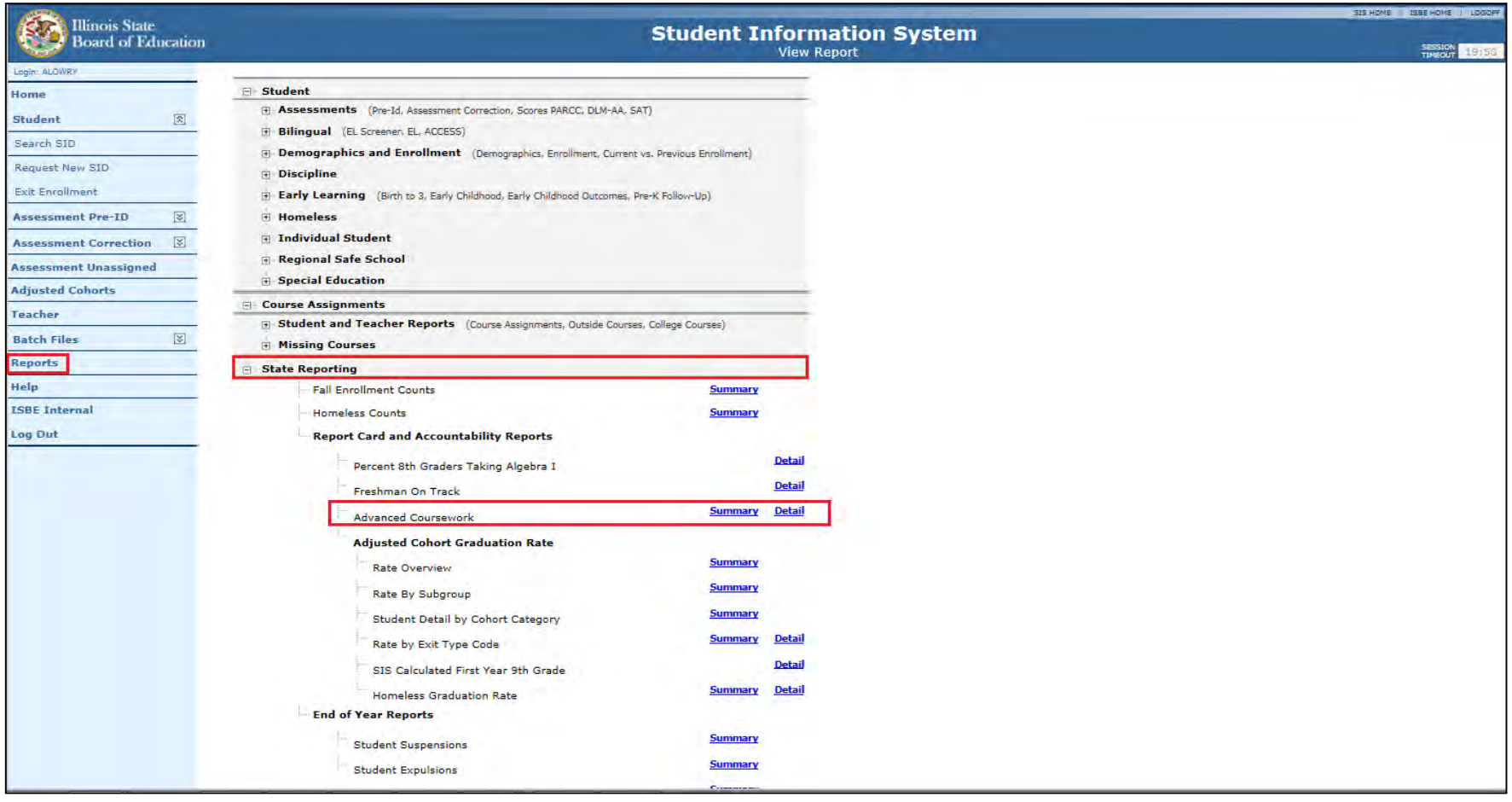
- **August 14, 2020 by 4:00 p.m. Deadline**
  - **Adjusted Cohort Graduation Rates due**
  - **Advanced Coursework data Finalized**
  - **Chronic Absenteeism data Finalized**
  - **Chronic Truancy data Finalized**
  - **Freshman on Track data Finalized**
  - **Percent 8th Graders Taking Algebra I data Finalized**
  - **Student Attendance data Finalized**
  - **Student Mobility data Finalized**

Advanced Coursework

- Advanced Coursework - International Baccalaureate (IB), Advanced Placement (AP) and Dual Credit Courses
- Attention Administrators of Schools with Students in Grades 9-12
- Students in grade 9-12 taking International Baccalaureate (IB), Advanced Placement (AP) and Dual Credit Courses in SIS are being used for state and Federal reporting.
- The deadline to make any changes Student Course Assignment data to be included in reporting is due August 14, 2020 at 4:00 PM. Student Course Assignments can continue to be entered after the July 31, 2020 exit deadline.

Advanced Coursework

- **Advanced Coursework**



Advanced Coursework

- **Advanced Coursework - Summary**

5/20/2019 10:33:43AM

2019 Students Taking Advanced Coursework (Summary)

SIS Home District: 123456789 ISBE SD 101

Selection Criteria: None

Home District: 123456789

Advanced Placement Course Students

Grade	Total Students	Students in Courses	Perecnt of Students in Courses
9	351	54	15.38%
10	317	24	7.57%
11	277	62	22.38%
12	264	37	14.02%
Total	1,209	177	14.64%

International Baccalaureate Course Students

Grade	Total Students	Students in Courses	Perecnt of Students in Courses
9	351	0	0.00%
10	317	0	0.00%
11	277	0	0.00%
12	264	0	0.00%
Total	1,209	0	0.00%

Dual Credit Course Students

Grade	Total Students	Students in Courses	Perecnt of Students in Courses
9	351	3	0.85%
10	317	10	3.15%
11	277	42	15.16%
12	264	81	30.68%
Total	1,209	136	11.25%

Advanced Coursework Students (Count of students taking any advanced course work)

Grade	Total Students	Students in Courses	Perecnt of Students in Courses
9	351	57	16.24%
10	317	34	10.73%
11	277	91	32.85%
12	264	108	40.91%
Total	1,209	290	23.99%

Advanced Coursework

- **Advanced Coursework - Detail**

5/20/2019 10:37:27AM

2019 Students Taking Advanced Coursework (Detail)

SIS Home District: 123456789 ISBE SD 101
Selection Criteria: None Sorted By: Student Name

Home School: 123456789012345 SIS High School

Term	State Course ID	State Course Title	Section Number	Start Date	End Date	Letter Grade	IPEDS Number
AP Courses							
Grade: 9							
Student ID: 123456789 **Name:** TEST, STUDENT **Home:** 123456789012345 **Serving:** 123456789012345			123456789012345	123456789	**Provider:**		
S1	04004A000	AP Human Geography	76685001	08/16/2018			---
Student ID: 123456789 **Name:** TEST, STUDENT **Home:** 123456789012345 **Serving:** 123456789012345					**Provider:**		
S1	04004A000	AP Human Geography	76685001	08/16/2018			---
Student ID: 123456789 **Name:** TEST, STUDENT **Home:** 123456789012345 **Serving:** 123456789012345					**Provider:**		
S1	04004A000	AP Human Geography	76685002	08/20/2018			---

Illinois State Board of Education

Chronic Absenteeism

SIS School Year at a Glance

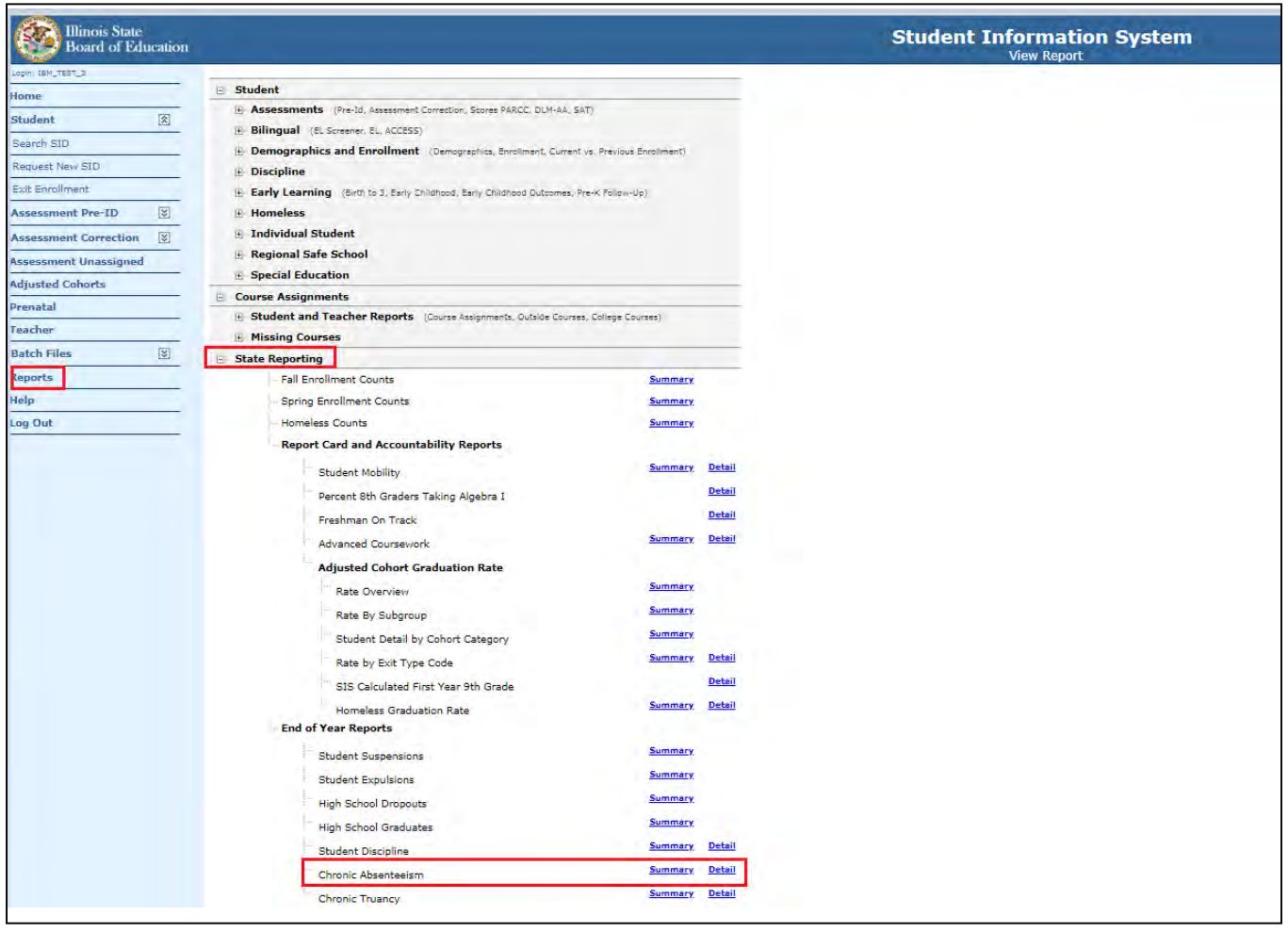
- **August 14, 2020 by 4:00 p.m. Deadline**
  - **Adjusted Cohort Graduation Rates due**
  - **Advanced Coursework data Finalized**
  - **Chronic Absenteeism data Finalized**
  - **Chronic Truancy data Finalized**
  - **Freshman on Track data Finalized**
  - **Percent 8th Graders Taking Algebra I data Finalized**
  - **Student Attendance data Finalized**
  - **Student Mobility data Finalized**

Chronic Absenteeism

- The Chronic Absentee rate is determined by dividing the number of chronically absent students per school/district/state by the average daily enrollment and multiplying the resulting quotient by 100.
- A student is “Chronically Absent” if they missed 10% or more of the school year regardless of excuse.
  - For every school/district/state every student with an associated enrollment of at least 10 days is counted. The combined total number of “Days Absent – Unexcused” and “Days Absent – Excused” per student is divided by that students length of enrollment.
  - If the sum of absences divided by the length of enrollment is greater than or equal to 0.10 then the student is considered Chronically Absent.
- Only for Students in Grades 1 – 12 included in calculation.
- Average Daily enrollment (for Chronic Absentee) is the sum of all “Days Present”, “Days Absent – Excused”, and “Days Absent – Unexcused” for all students per school/district/state divided by total school days.

Chronic Absenteeism

- **Chronic Absenteeism Reports**



Chronic Absenteeism

- **Chronic Absenteeism Summary Report**

2019 Chronic Absenteeism (Summary)

5/15/2019 3:11 pm

SIS Home District: 12345678901 ISBE SD 101

Selection Criteria:

Serving School : SIS Elementary School 123456789012345	Total
Total Students:	206
Race: Hispanic or Latino	19
Race: Two or More Races	3
Race: White	184
Gender: Male	118
Gender: Female	88
EL:	2
Homeless:	2
IDEA Services:	35
FRL:	36
Total Days Present:	85.00
Total Days Absent - Excused:	2.00
Total Days Absent - Unexcused:	32.00
Total Days Medically Homebound:	10.00
Total Days Hospitalized:	12.00
Total Absence Rate	26%

Illinois State Board of Education

Chronic Truancy

SIS School Year at a Glance

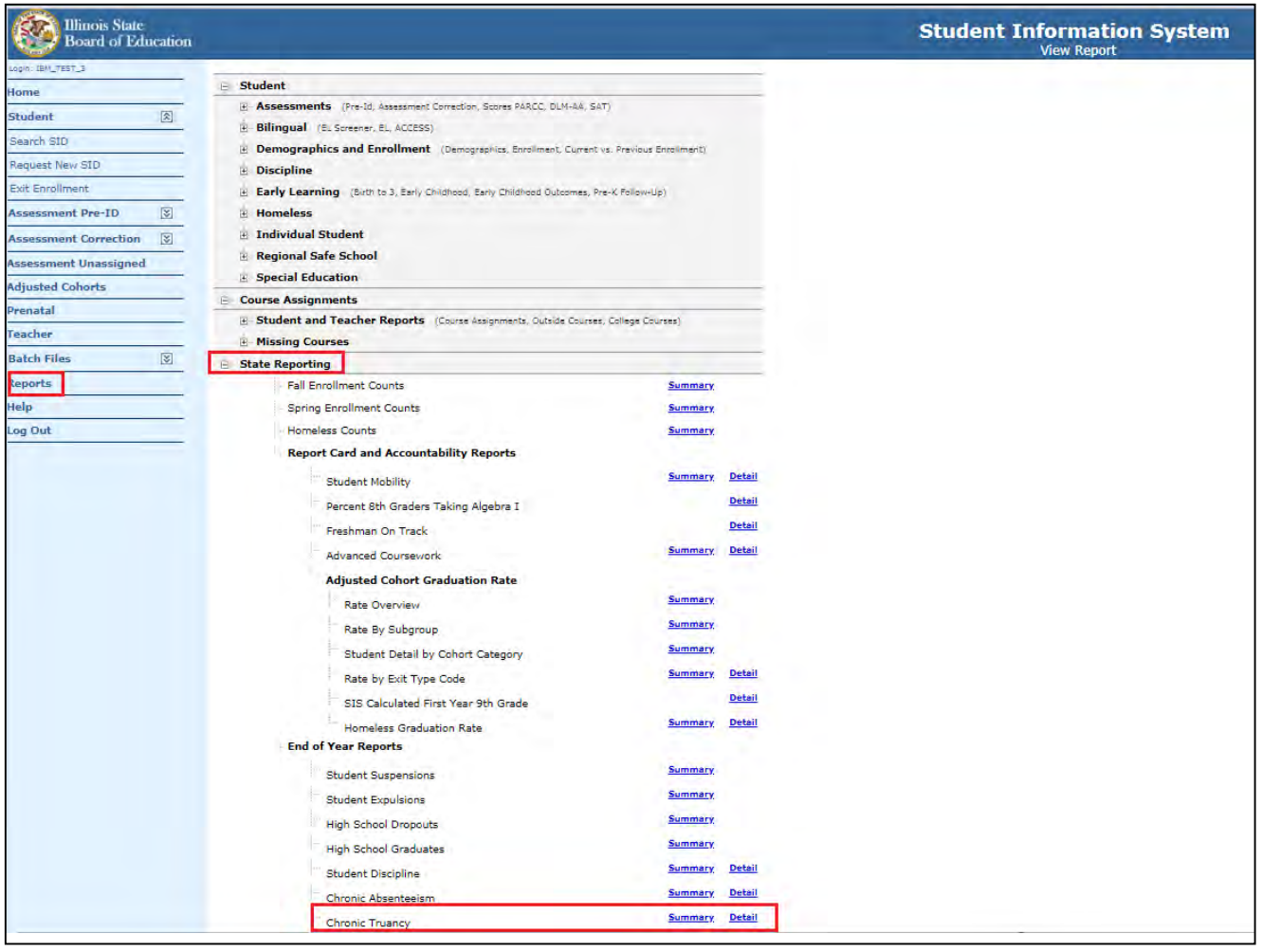
- **August 14, 2020 by 4:00 p.m. Deadline**
  - **Adjusted Cohort Graduation Rates due**
  - **Advanced Coursework data Finalized**
  - **Chronic Absenteeism data Finalized**
  - **Chronic Truancy data Finalized**
  - **Freshman on Track data Finalized**
  - **Percent 8th Graders Taking Algebra I data Finalized**
  - **Student Attendance data Finalized**
  - **Student Mobility data Finalized**

Chronic Truancy

- The chronic truancy rate is determined by dividing the number of chronically truant students per school/district/state by the average daily enrollment and multiplying the resulting quotient by 100.
- A student is “Chronically Truant” if they missed 5% or more of the previous 180 school days without an excuse.
  - For every school/district/state every student with an associated enrollment of at least **21 days** is counted. The total number of “Days Absent – Unexcused” per student is divided by that students length of enrollment.
  - If the sum of Days Absent - Unexcused divided by the length of enrollment is greater than or equal to 0.05 then the student is considered Chronically Truant.
- Only for Students in Grades 1 – 12 included in calculation
- Average Daily enrollment (for Chronic Truancy) is the sum of all “Days Present”, “Days Absent – Excused,” “Days Absent – Unexcused”, “Days Medically Homebound” and “Days Hospitalized” for all students per school/district/state divided by total school days.

Chronic Truancy

- **Chronic Truancy Reports**



Chronic Truancy

- **Chronic Truancy Summary Report**

2019 Chronic Truancy (Summary)

5/15/2019 3:11 pm

SIS Home District: 12345678901 ISBE SD 101

Selection Criteria:

Serving School : SIS Elementary School 123456789012345	Total
Total Students:	206
Race: Hispanic or Latino	19
Race: Two or More Races	3
Race: White	184
Gender: Male	118
Gender: Female	88
EL:	2
Homeless:	2
IDEA Services:	35
FRL:	36
Total Days Present:	85.00
Total Days Absent - Excused:	2.00
Total Days Absent - Unexcused:	32.00
Total Days Medically Homebound:	10.00
Total Days Hospitalized:	12.00
Total Truancy Rate:	26%

Illinois State Board of Education

Freshman on Track

SIS School Year at a Glance

- **August 14, 2020 by 4:00 p.m. Deadline**
  - **Adjusted Cohort Graduation Rates due**
  - **Advanced Coursework data Finalized**
  - **Chronic Absenteeism data Finalized**
  - **Chronic Truancy data Finalized**
  - **Freshman on Track data Finalized**
  - **Percent 8th Graders Taking Algebra I data Finalized**
  - **Student Attendance data Finalized**
  - **Student Mobility data Finalized**

Freshman on Track

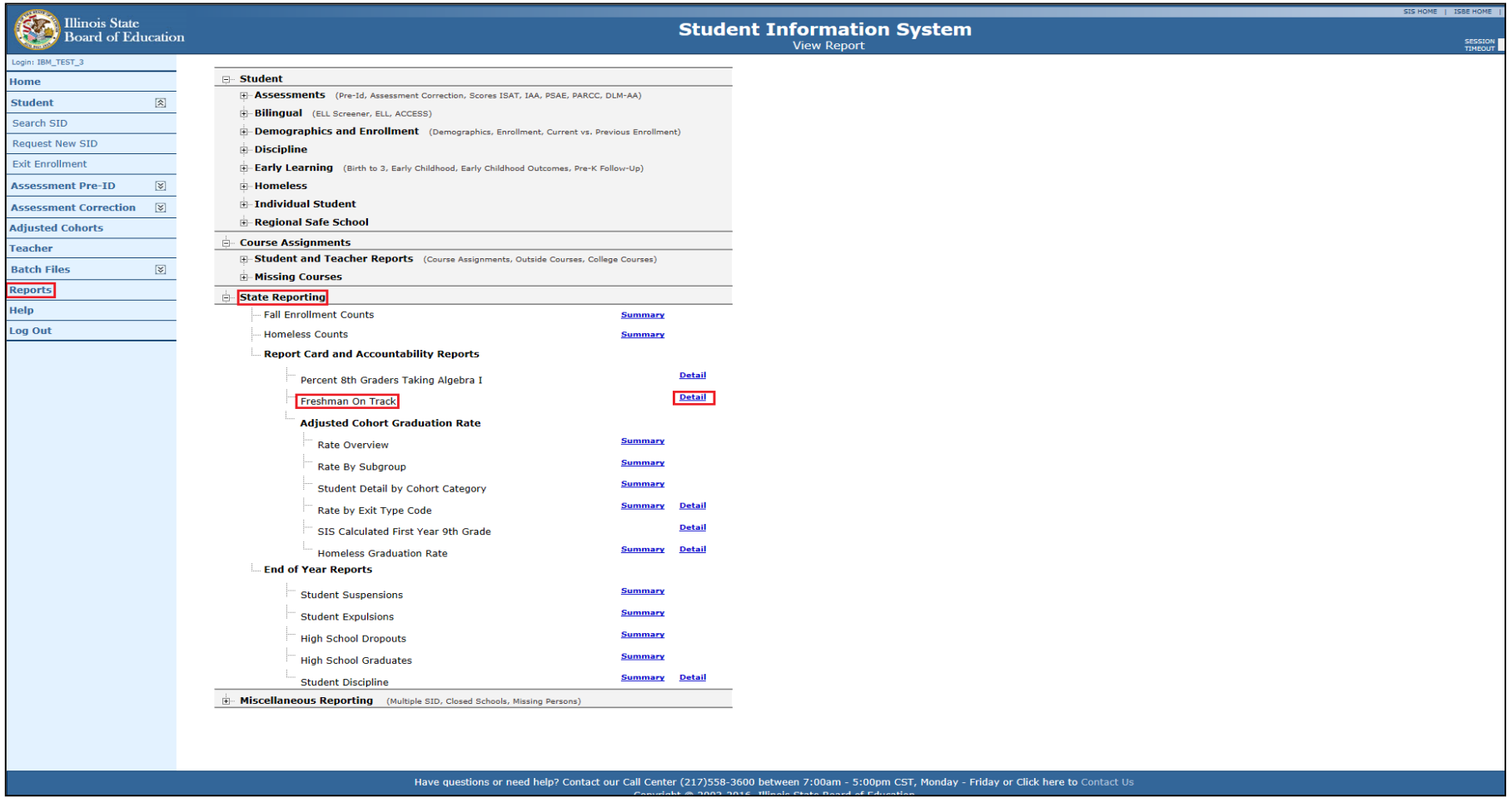
- First-time 9th Grade Students enrolled at any Illinois public school between 9/30/2019 and 5/1/2020 and was not previously enrolled in Grade 9
- Sum of 5 Credits or more (Any subject/class) - Passing
- Can not fail **more than** 0.5 credit from core subject (Reading, Math, Science, and Social Science)
- Metric does not include summer school
- The source for this metric is from the SIS student enrollment and student course assignment data.
- Final Letter Grades
  - Passing

    01 - **A+**
    02 - **A**
    03 - **A-**
    04 - **B+**
    05 - **B**
    06 - **B-**
    07 - **C+**
    08 - **C**
    09 - **C-**
    10 - **D+**
    11 - **D**
    12 - **D-**
    14 - **S (Satisfactory)**
  - Failing

    13 - **F**
    15 - **U (Unsatisfactory)**

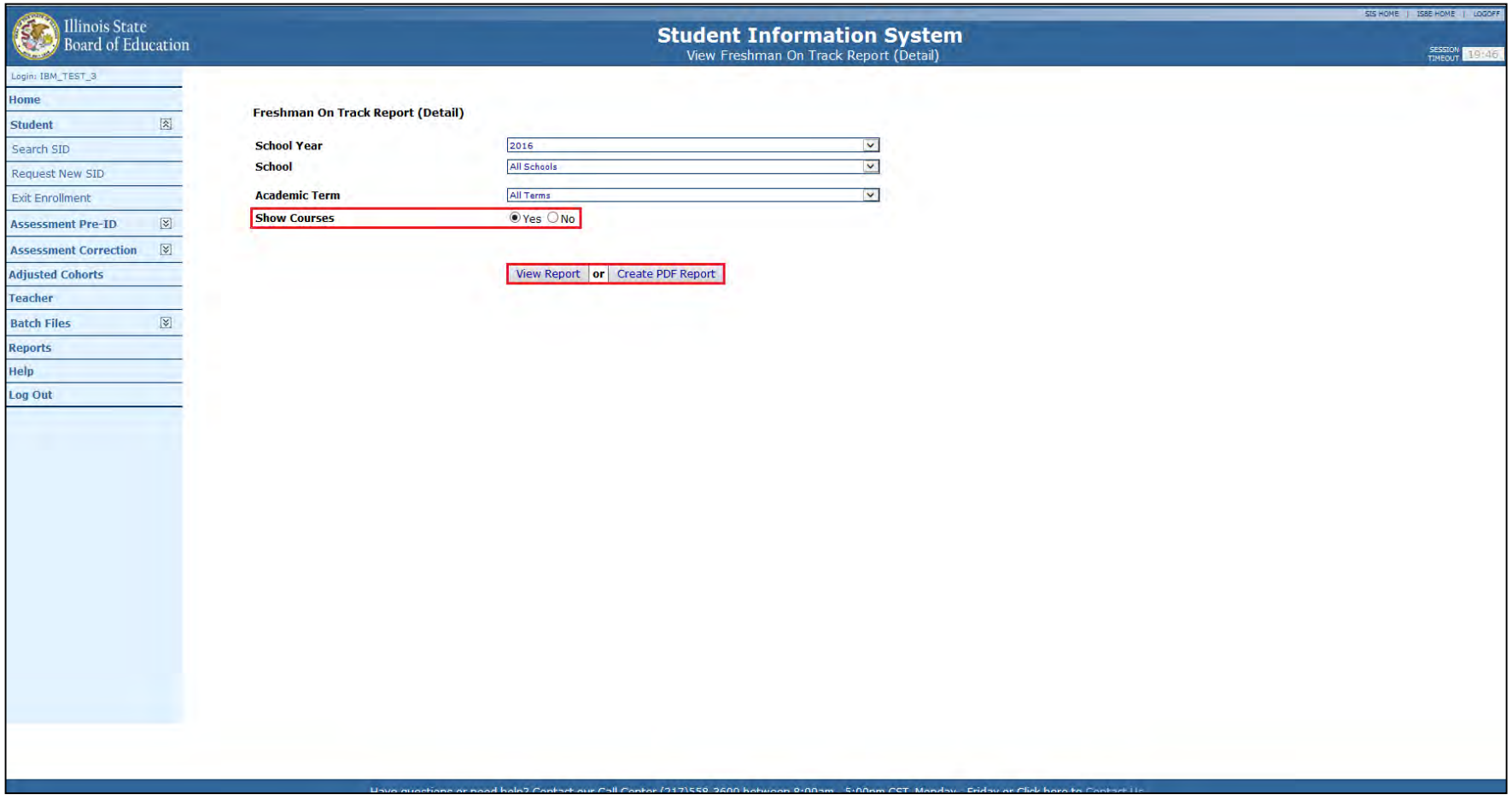
Freshman on Track

- **Freshman On Track - Detail**



Freshman on Track

- **Freshman On Track (Detail) - Report Criteria Screen**



Freshman on Track

- **Freshman On Track (Detail) – Report**

7/27/2017 10:32:53AM

Illinois State Board of Education
Student Information System
2017 Freshman On Track Report (Detail)

SIS Home District: 12345678901 ISBE SD 100

* Courses in Subject Areas 01 - 04

Selection Criteria: Credit Value Per Term = 0.5 (Must have 5 credits to pass and not fail more than 0.5 credits in core class.)

Total Freshman: 993 **Freshman On Track:** 766 **Freshman Not On Track:** 227 **Freshman On Track Percentage:** 77.14

Home School: 123456789012345 ISBE High School

Total Freshman: 308 Freshman On Track: 211 Freshman Not On Track: 97 Freshman On Track Percentage: 68.51

Not On Track

Student ID	Student Name	Date of Birth	Number of Credits Passed	Number of Core Course Credits Failed *
123456789	Adams, Michael	06/14/2002	4.75	1.00

Semester 1	State Course ID	State Course Title	Section	Start Date	End Date	Credit	Grade	Meets On Track Criteria
	01051A000	English/Literature (freshmen and sophomores)	6007	11/08/2016	01/04/2017	0.50	F	No
	01051A000	English/Literature (freshmen and sophomores)	4003	08/22/2016	11/04/2016	0.50	W	Not Included
	02053A000	Algebra I—Part 1	204006	08/22/2016	11/04/2016	0.50	W	Not Included
	02053A000	Algebra I—Part 1	204009	11/08/2016	01/04/2017	0.50	C	Yes
	03051A000	Biology	306008	11/08/2016	01/04/2017	0.50	D	Yes
	03051A000	Biology	306008	08/22/2016	11/04/2016	0.50	W	Not Included
	04260A000	Social Science	101018	11/08/2016	01/04/2017	0.50	D	Yes
	04997A000	Social Sciences and History—Independent Study	100007	08/22/2016	11/04/2016	0.50	W	Not Included
	08001A000	Physical Education	1592019	08/22/2016	11/04/2016	0.50	W	Not Included
	08001A000	Physical Education	1593011	08/22/2016	11/04/2016	0.50	W	Not Included
	08001A000	Physical Education	1594011	08/22/2016	11/04/2016	0.50	W	Not Included
	08001A000	Physical Education	1591019	08/22/2016	11/04/2016	0.50	W	Not Included

Illinois State Board of Education

Percent 8th Graders Taking Algebra I

SIS School Year at a Glance

- **August 14, 2020 by 4:00 p.m. Deadline**
  - **Adjusted Cohort Graduation Rates due**
  - **Advanced Coursework data Finalized**
  - **Chronic Absenteeism data Finalized**
  - **Chronic Truancy data Finalized**
  - **Freshman on Track data Finalized**
  - **Percent 8th Graders Taking Algebra I data Finalized**
  - **Student Attendance data Finalized**
  - **Student Mobility data Finalized**

Percent 8th Graders Taking Algebra I

- **This metric is the percentage of 8th graders who have passed Algebra I or an equivalent math class. (<u>This data will reflect the 2020 School Report Card</u>)**
  - A student enrolled at any Illinois public school on or before 9/30/2019 and on or after 5/1/2020 is assigned to the last district enrolled for the school year.
  - The source for this metric is from the student enrollment and student course assignment data found in the Student Information System.
  - Math courses Subject Area (02) are Secondary Courses and receive High School Credit
  - Math courses Subject Area (52) are Prior to Secondary
  - Please note that math courses taken during the summer session following 8th grade are NOT included in this calculation.

Percent 8th Graders Taking Algebra I

If student is assigned to one of the following State Courses they are classified as passing Algebra I, regardless of the Final Letter Grade. (This is because these classes require Algebra I as a prerequisite.)

State Course ID	State Course Title
02056A000	Algebra II
02072A000	Geometry
02103A000	Trigonometry
02105A000	Trigonometry/Math Analysis
02106A000	Trigonometry/Algebra
02107A000	Trigonometry/Analytic Geometry
02108A000	Math Analysis/Analytic Geometry
02109A000	Elementary Functions
02110A000	Pre-Calculus
52072A000	Geometry

Percent 8th Graders Taking Algebra I

If an 8th grade student enrolls and passes these Algebra I - equivalent classes, they are considered passing Algebra I

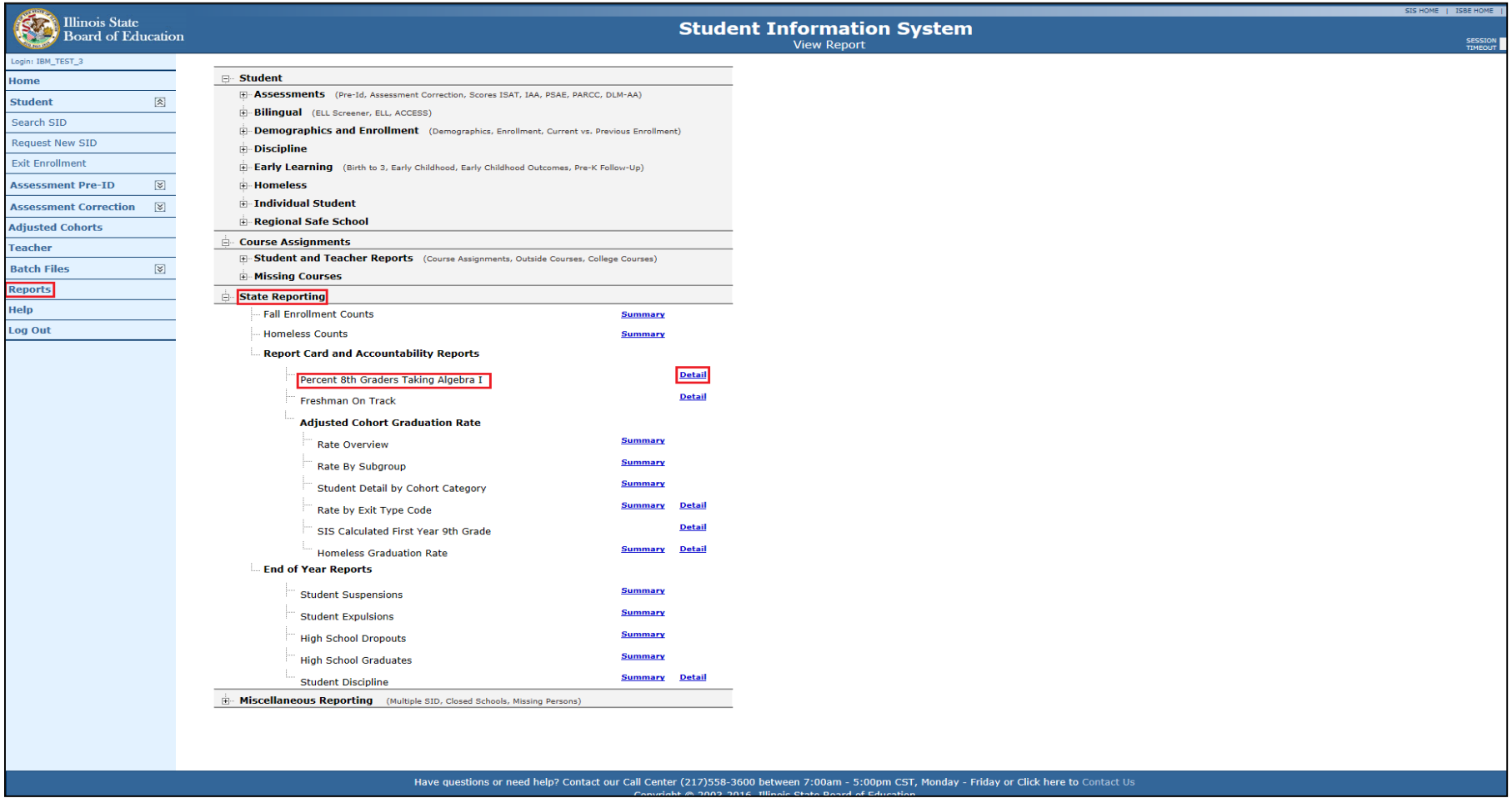
State Course ID	State Course Title
02052A000	Algebra I (Secondary Course with high school credit)
02054A000	Algebra I/Part 2
02055A000	Transition Algebra
02061A000	Integrated Math–multi-year equivalent
52038A000	Mathematics (grade 8) with Course Level as “Enriched” or “Honors”
52052A000	Algebra I (Prior to Secondary)
52061A000	Integrated Math/Multiyear Equivalent
52069A000	Algebra/Other

Percent 8th Graders Taking Algebra I

Final Letter Grade	Description
A+	Student received course term credit.
A	Student received course term credit.
A-	Student received course term credit.
B+	Student received course term credit.
B	Student received course term credit.
B-	Student received course term credit.
C+	Student received course term credit.
C	Student received course term credit.
C-	Student received course term credit.
D+	Student received course term credit.
D	Student received course term credit.
D-	Student received course term credit.
S	Satisfactory or Pass. Student received course term credit.
Above Average	Students performance exceeds standards. (Grades K-8 only)
Average	Students performance meets expectations. (Grades K-8 only)
P	Student was promoted at end of term. (Grades K-8 only)
Exceptional (Exceeds Expectations)	Student demonstrates the skill or understands the concepts at a level exceeding expectations for the reporting period.
Meets Standard (Developing Appropriately)	Student usually demonstrates the skill or understands the concepts and meets expectations for the reporting period.

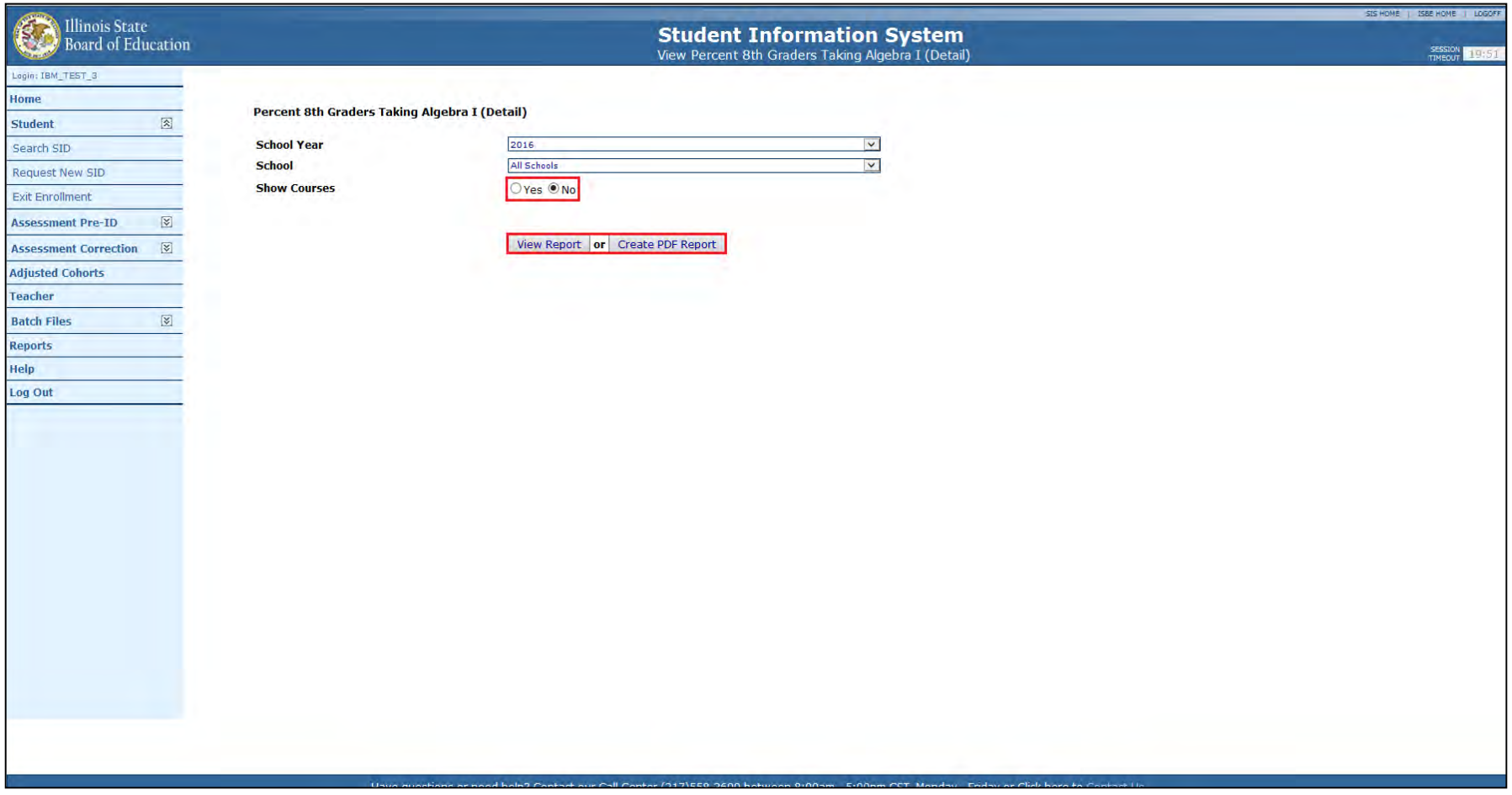
Percent 8th Graders Taking Algebra I

- **Percent of 8th Graders Passing Algebra I - Report**



Percent 8th Graders Taking Algebra I

- **Percent of 8th Graders Passing Algebra I - Report**



Percent 8th Graders Taking Algebra I

- **Percent of 8th Grades Passing Algebra I - Report (Without Courses)**

7/27/2017 10:19:22AM

Illinois State Board of Education
Student Information System
2017 Percent 8th Graders Taking Algebra I Report (Detail)

SIS Serving District: 12345678901 ISBE SD 100
Selection Criteria: Course Details Hidden
* Courses in Subject Areas 52 + 02

Total Students: 728	8th Grade Passing Algebra 1: 243	Did Not Pass/Take Algebra 1: 485	Percent Passing Algebra 1: 33.38

Home School: 123456789012345 ISBE Middle School

Total Students: 728 8th Grade Passing Algebra I: 243 Did Not Pass/Take Algebra 1: 485 Percent Passing Algebra 1: 33.38

Did not pass Algebra I

Student ID	Student Name	Date of Birth	Student on Track
123456789	Adams, Michael	06/11/2003	Did not pass Algebra I

Term	State Course ID	State Course Title	Section	Start Date	End Date	Credit	Grade	Course On Track

Student ID	Student Name	Date of Birth	Student on Track
123456789	Edwards, Mary	12/20/2002	Did not pass Algebra I

Term	State Course ID	State Course Title	Section	Start Date	End Date	Credit	Grade	Course On Track

Student ID	Student Name	Date of Birth	Student on Track
123456789	Jones, Jessica	12/02/2002	Did not pass Algebra I

Term	State Course ID	State Course Title	Section	Start Date	End Date	Credit	Grade	Course On Track

Student ID	Student Name	Date of Birth	Student on Track
123456789	Smith, Joseph	05/13/2003	Did not pass Algebra I

Percent 8th Graders Taking Algebra I

- **Percent of 8th Grades Passing Algebra I - Report (With Courses)**

7/27/2017 10:27:05AM

Illinois State Board of Education
Student Information System
2017 Percent 8th Graders Taking Algebra I Report (Detail)

SIS Serving District: 12345678901 ISBE SD 100

Selection Criteria: * Courses in Subject Areas 52 + 02

Total Students: 728	8th Grade Passing Algebra 1: 243	Did Not Pass/Take Algebra 1: 485	Percent Passing Algebra 1: 33.38

Home School: 123456789012345 ISBE Middle School

Total Students: 728 | 8th Grade Passing Algebra I: 243 | Did Not Pass/Take Algebra 1: 485 | Percent Passing Algebra 1: 33.38

Did not pass Algebra I

Student ID	Student Name	Date of Birth	Student on Track
123456789	Adams, Michael	06/11/2003	Did not pass Algebra I

Term	State Course ID	State Course Title	Section	Start Date	End Date	Credit	Grade	Course On Track
S2	52996A000	Mathematics – Supplemental	1205521	03/18/2017	06/01/2017	1.00	A	Not Algebra I
Y1	52051A000	Pre-Algebra	1191103	08/22/2016	06/01/2017	1.00	C-	Not Algebra I

Student ID	Student Name	Date of Birth	Student on Track
123456789	Edwards, Mary	12/20/2002	Did not pass Algebra I

Term	State Course ID	State Course Title	Section	Start Date	End Date	Credit	Grade	Course On Track
Y1	52051A000	Pre-Algebra	1191203	08/22/2016	06/01/2017	1.00	B+	Not Algebra I

Illinois State Board of Education

Student Attendance

SIS School Year at a Glance

- **August 14, 2020 by 4:00 p.m. Deadline**
  - **Adjusted Cohort Graduation Rates due**
  - **Advanced Coursework data Finalized**
  - **Chronic Absenteeism data Finalized**
  - **Chronic Truancy data Finalized**
  - **Freshman on Track data Finalized**
  - **Percent 8th Graders Taking Algebra I data Finalized**
  - **Student Attendance data Finalized**
  - **Student Mobility data Finalized**

Student Attendance

- The home, serving, and service provider RCDTS can all submit data on students enrolled with them for the school year
- Student Attendance data should be submitted for active and exited enrollments for the year
- The data will be used to populate Best 3 months ADA and 9 month ADA
- Monthly attendance data must be provided for students in grades Pre-K – 12 enrollments where your district is the Home, Serving, or Service Provider. Data may be provided at any time
- For a partial month of enrollment, total days cannot exceed days enrolled in that month
- Attendance data (batch) can include multiple past months for the student
- Attendance data is not accepted for Evaluation or Birth to 3 enrollments
- Attendance data is not accepted for an enrollment that was exited erroneously
- Attendance data is optional for Private School Students
- Attendance data cannot be provided for enrollments prior to July 1, 2018
- Attendance should NOT be submitted for Summer School or ESY enrollments

Student Attendance

- In ADA reports ISBE uses the PDA (Percent of Day on Enrollment) to determine the percent of day for each of the Attendance fields
- Districts' should report 1.000 Absence for a full day missed and 0.500 Absence for a half-day missed
- If the student is enrolled with a PDA of 0.50 and the district reports 0.500 in the Total Days Present field, ISBE will calculate that the student was present for a quarter of the day
- It's important the school districts' report it in this way otherwise the data will be off when ISBE applies the logic for ADA Best 3 Month's, and 9 Month's reports

Student Attendance

- To add or update attendance data, student has a valid district enrollment in SIS by following:
  - Enrollment record Home RCDTS matches attendance Home RCDTS
  - Enrollment record Serving RCDTS matches attendance Serving RCDTS
  - SIS Enrollment Date matches the Enrollment Date in the Student Attendance file
  - Enrollment School Year matches the School Year in the Student Attendance file

- To add or update Student Attendance data via batch, provided data must match to an enrollment record in SIS:
  - SID
  - First Name and Last Name of student
  - Birth Date of student
  - Home RCDTS and Serving RCDTS of the Student Attendance File must match a SIS Enrollment Home RCDTS, Serving RCDTS, and Service Provider RCDTS.
  - School Year
  - Enrollment Date

Student Attendance

- **Month of Attendance:** The month of student attendance reporting.
  - Student must be enrolled at least one day during the month of attendance reported. Cannot provide more days of attendance than the enrollment day
    - 01 January
    - 02 February
    - 03 March
    - 04 April
    - 05 May
    - 06 June
    - 07 July
    - 08 August
    - 09 September
    - 10 October
    - 11 November
    - 12 December

Student Attendance

- **Year of Attendance:** The calendar school year of attendance reporting.
  - Note: This is not necessarily the same as School Year.
  - Ex. Reporting attendance for October 10, 2019. Use 2019 for the calendar school year, NOT the School year it falls in of 2020.

- **Days Present:** The full day or partial days represented as a decimal that the student was present. The precision will be 3 decimal points.
  - Sum of Days Present, Days Absent – Excused, Days Absent – Unexcused, Days Medically Homebound, and Days Hospitalized must be equal to or less than the number of days in that month (includes weekends)
  - 0's are valid data within any attendance field for counting purposes.

Student Attendance

- **Days Absent – Excused:** The number of days or partial days represented as a decimal that the student was absent with cause (excused absence) by month. The precision will be 3 decimal points.
  - "Valid cause" for absence shall be illness, observance of a religious holiday, death in the immediate family, family emergency, and shall include such other situations beyond the control of the student as determined by the board of education in each district, or such other circumstances which cause reasonable concern to the parent for the mental, emotional, or physical health or safety of the student
  - Sum of Days Present, Days Absent – Excused, Days Absent – Unexcused, Days Medically Homebound, and Days Hospitalized must be equal to or less than the number of days in that month (includes weekends)
  - 0's are valid data within any attendance field for counting purposes.

- **Days Absent – Unexcused:** The number of days or partial days represented as a decimal that the student was absent without a cause by month. The precision will be 3 decimal points.
  - Sum of Days Present, Days Absent – Excused, Days Absent – Unexcused, Days Medically Homebound, and Days Hospitalized must be equal to or less than the number of days in that month (includes weekends).
  - 0's are valid data within any attendance field for counting purposes.

Student Attendance

- **Days Medically Homebound:** A student, who is receiving home/hospital instructional services, provided by the district, in accordance with 105 ILCS 5/14-13.01. These students are considered present for purposes of attendance as it pertains to funding. Please see https://www.isbe.net/Documents/Home-Hospital_QA.pdf for additional information on the provision of homebound services, and when medically homebound status can apply. The precision will be 3 decimal points.
  - A student who is homebound but NOT receiving home/hospital instructional services is considered as absent, either excused or unexcused according to district policy.
  - Medically Homebound are defined as present, but ISBE is asking districts to count those days separate from days of attendance when the student is present in any other way (in school, on a field trip, etc.)
  - Sum of Days Present, Days Absent – Excused, Days Absent – Unexcused, Days Medically Homebound, and Days Hospitalized must be equal to or less than the number of days in that month (includes weekends).
  - 0's are valid data within any attendance field for counting purposes.
  - No amount of time can be reported as both Present, and Medically Homebound. A day can be broken into portions, such as half-day Present, half-day Medically Homebound, but if the time is marked Medically Homebound, it should **NOT** be included in the Days Present, Days Absent – Excused, or Days Absent – Unexcused, Student Attendance totals.

Student Attendance

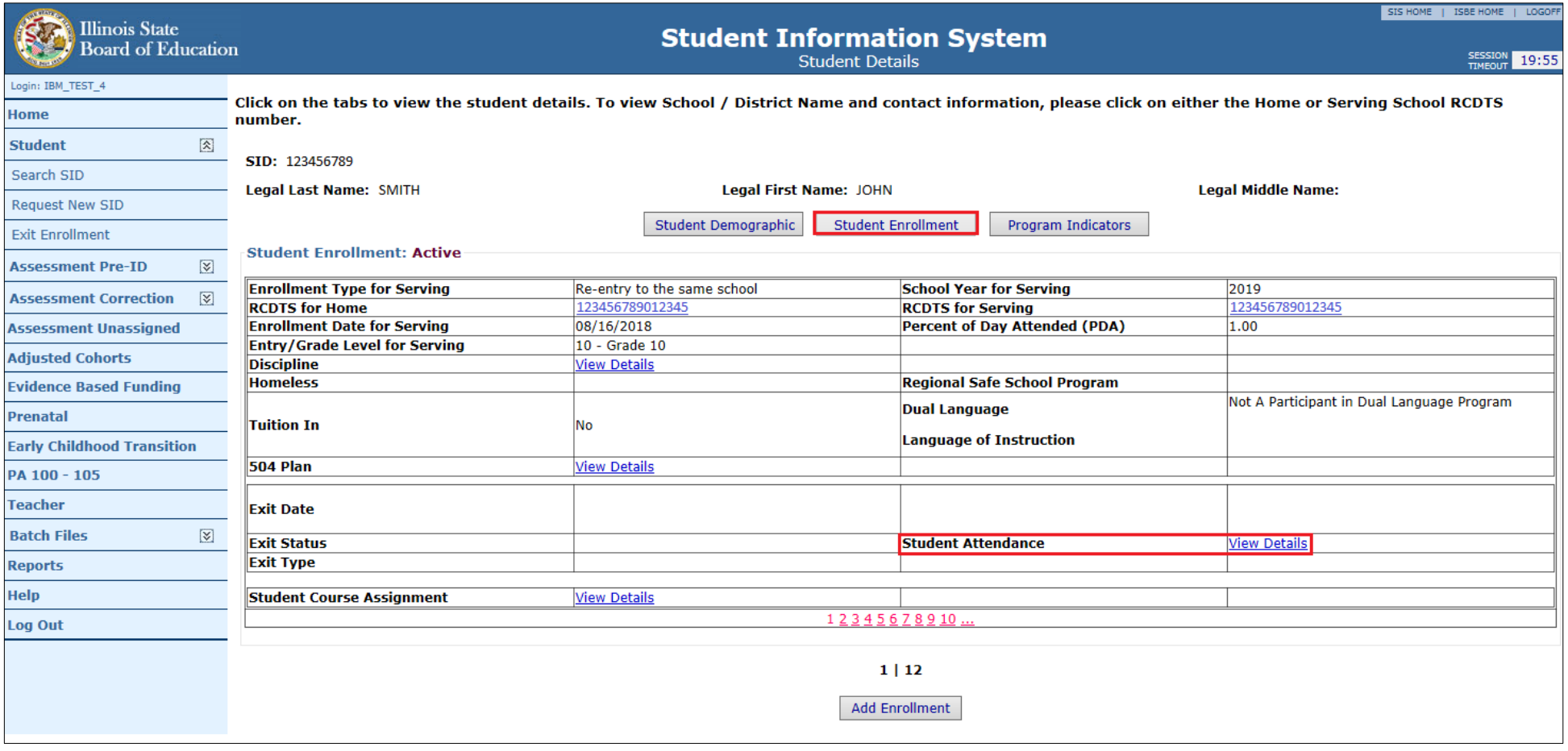
- **Days Hospitalized:** An absence where a student was hospitalized because of medical emergencies or procedures (e.g., because of a motor vehicle or other type of accident, surgery, severe illness, psychiatric emergency) or was participating in residential programs that provide psychological treatment or treatment for drug or alcohol abuse, but was not receiving home/hospital instructional services, in accordance with 105 ILCS 5/14-13.01. The precision will be 3 decimal points.
  - Hospitalized absence is defined as either excused or unexcused according to district policy. ISBE is asking districts to count absences because of hospitalization separate from absences that are Excused or Unexcused for any and all other reasons, in order to be excluded or included as appropriate for various other calculations. For example, for Chronic Truancy, ISBE might treat absences because of hospitalization as excused absences. For Chronic Absenteeism, ISBE will drop them entirely.
  - Sum of Days Present, Days Absent – Excused, Days Absent – Unexcused, Days Medically Homebound, and Days Hospitalized must be equal to or less than the number of days in that month (includes weekends).
  - 0's are valid data within any attendance field for counting purposes.
  - No amount of time can be reported as both Present, and Hospitalized. A day can be broken into portions, such as half-day Present, half-day Hospitalized, but if the time is marked Hospitalized, it should **NOT** be included in the Days Present, Days Absent – Excused, or Days Absent – Unexcused, Student Attendance totals.

Student Attendance

- **Days Medically Homebound** and **Days Hospitalized** should be used only when the student is **NOT** receiving educational services.
- If the student is receiving educational services in **ANY SETTING**, than that would count as **Days Present**.
- Only use **Days Medically Homebound** and/or **Days Hospitalized** in place of counting a student as **Days Absent - Excused or Unexcused**.
- This way ISBE can exclude those students from state reporting so the student is not dinged for an excused/unexcused absence.

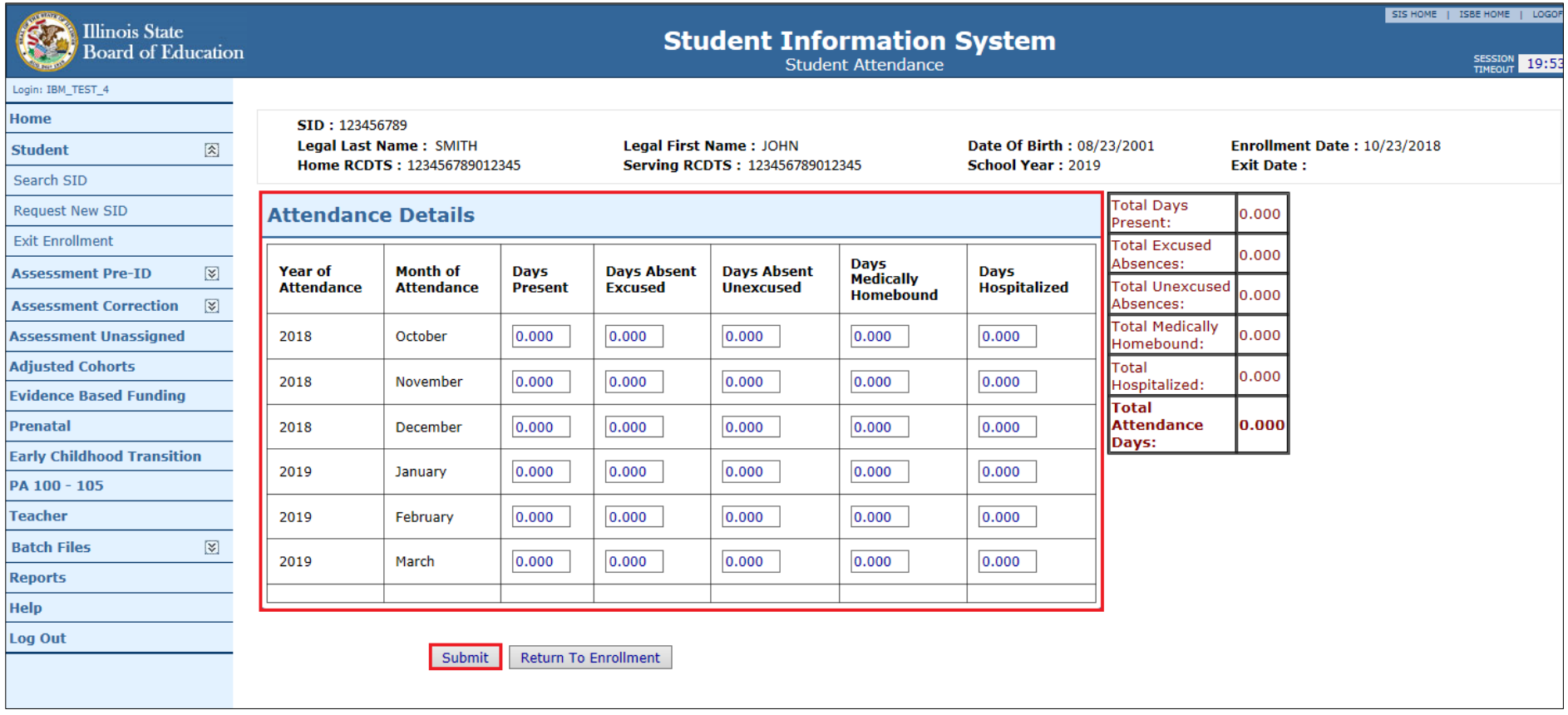
Student Attendance

- Student Attendance – View Details



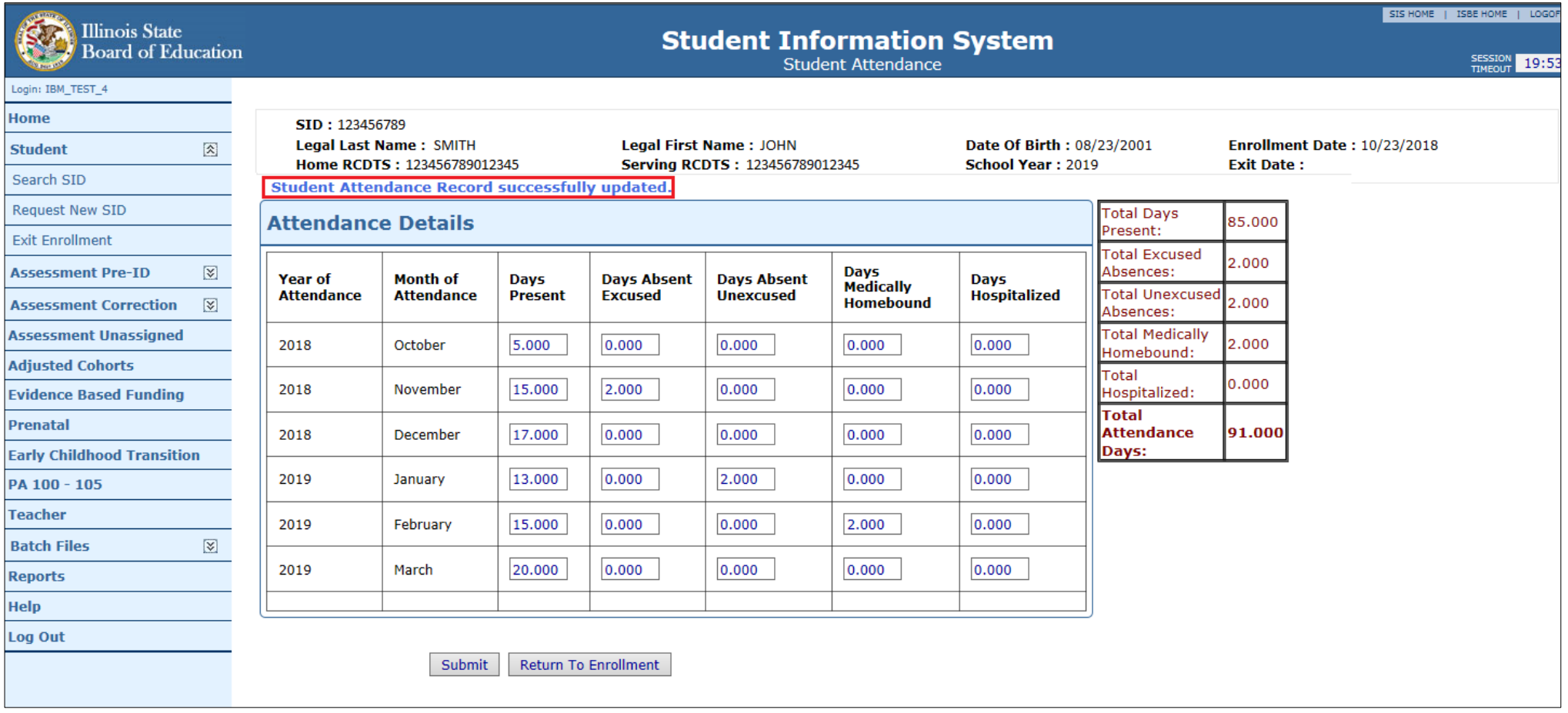
Student Attendance

- Enter Student Attendance for Months Provided – Days Present, Days Absent – Excused, Days Absent – Unexcused, Days Medically Homebound, and Days Hospitalized
  - Then select “Submit” button



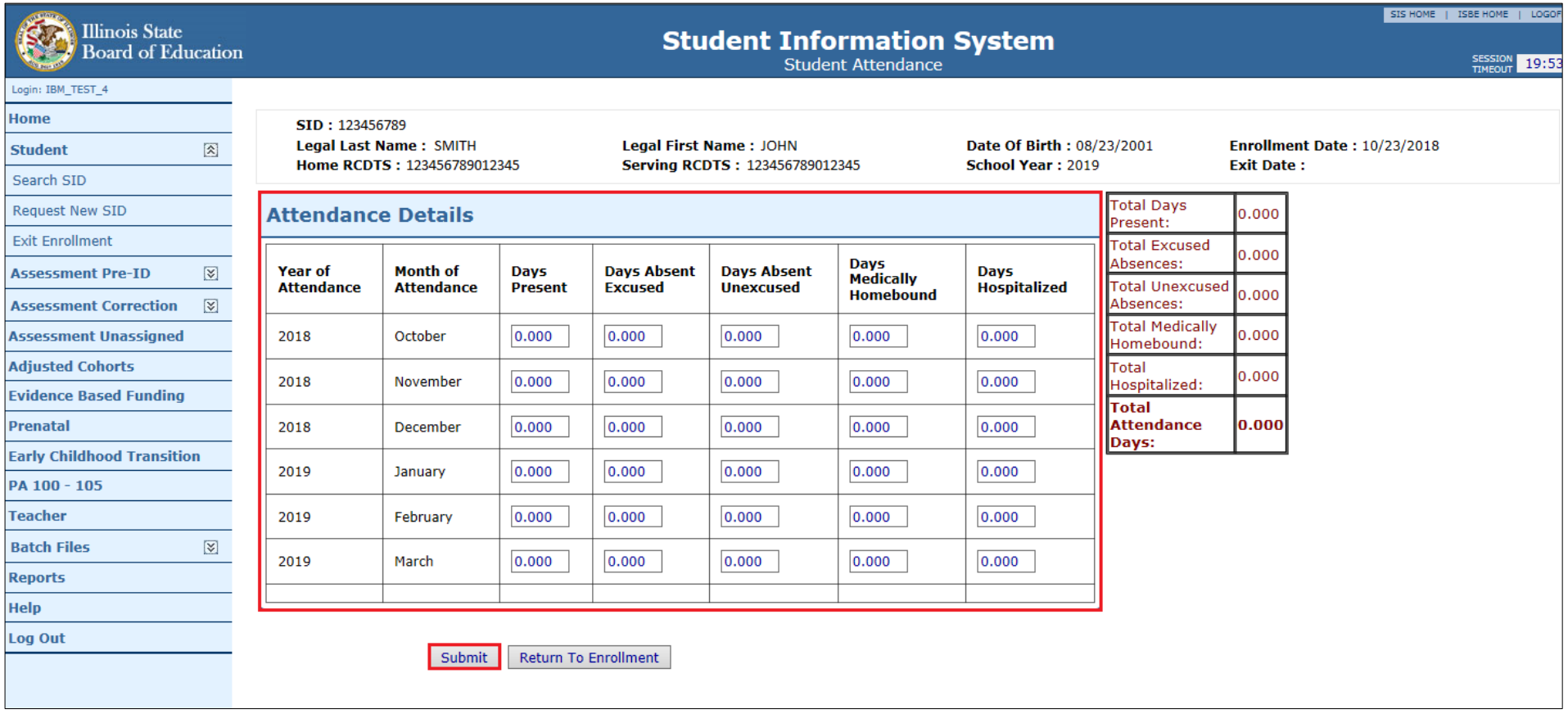
Student Attendance

- Student Attendance Record successfully updated



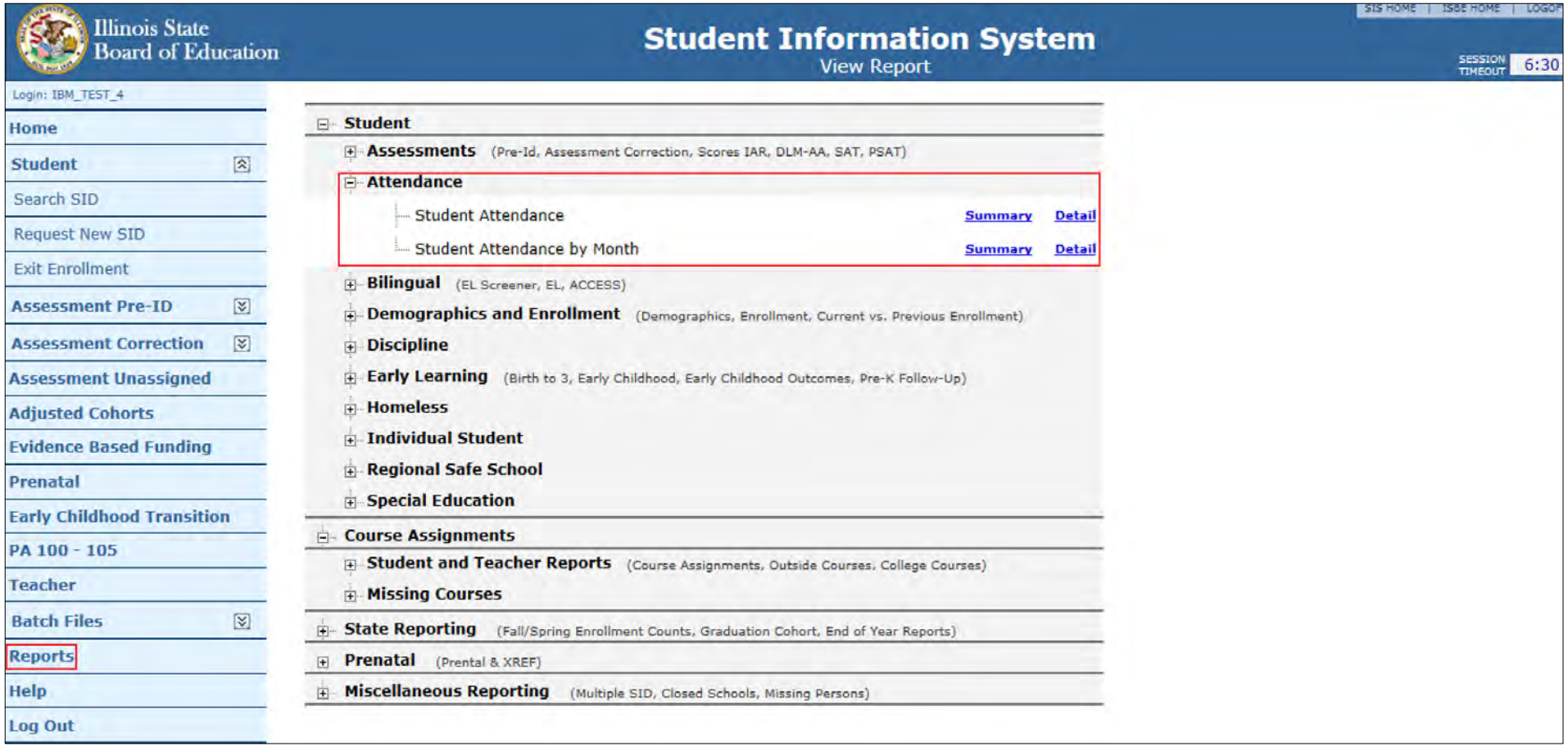
Student Attendance

- To remove or erroneous out Student Attendance data, either delete the data or enter “0.000”
  - Then select the “Submit” button



Student Attendance

- SIS Reports - Student Attendance Reports



Student Attendance

- Total Student Attendance Summary Report
  - Shows Total Student Attendance for the School Year by Serving School

2019 Total Student Attendance (Summary)

4/15/2019 1:50 pm

SIS Home District: 123456789054326 ISBE SD 101

Selection Criteria: None

Serving School	RCDTS	Grade	Student Count	Total Days Present	Total Days Absent Excused	Total Days Absent Unexcused	Total Days Medically Homebound	Total Days Hospitalized
SIS Elementary School	123456784532678	K	91	0.000	0.000	0.000	0.000	0.000
SIS Elementary School	123456784532678	1	107	0.000	0.000	0.000	0.000	0.000
SIS Elementary School	123456784532678	2	92	0.000	0.000	0.000	0.000	0.000
SIS Elementary School	123456784532678	3	101	27.000	0.000	0.000	0.000	0.000

Student Attendance

- Total Student Attendance Detail Report
  - Shows Total Student Attendance for the School Year

4/15/2019 11:47 am

Illinois State Board of Education
Student Information System
2019 Total Student Attendance (Detail)

SIS Home District: : **123456789654185** **ISBE SD 101**
Selection Criteria: Sorted By: Student ID

Columns								
	A	Grade Level	C	Total Days Present	E	Total Days Absent - Unexcused	G	Total Days Hospitalized
	B	PDA	D	Total Days Absent - Excused	F	Total Days Medically Homebound		

Student ID	Student Name	Birth Date	Home RCDTS	Serving RCDTS	Provider RCDTS	Start Date	End Date	A	B	C	D	E	F	G
123456789	Test, Student	08/23/2001	123456789685412	123456789685412		10/23/2018		12	1.00	85.000	2.000	2.000	2.000	0.000
123456789	Test, Student	10/27/2002	123456789685412	123456789685412		08/16/2018		10	1.00	75.000	1.000	1.000	0.000	0.000
123456789	Test, Student	07/22/2005	123456789685412	123456789685412		08/16/2018		8	1.00	85.000	0.000	0.000	0.000	0.000

Student Attendance

- Student Attendance By Month Summary Report

2019 Student Attendance By Month (Summary)

4/15/2019 11:55 am

SIS Home District: 123456789658415 ISBE SD 101

Selection Criteria: None

Columns										
	A	Grade Level	C	Month of Attendance	E	Days Present	G	Days Absent - Unexcused		
	B	Student Count	D	Year of Attendance	F	Days Absent - Excused	H	Days Medically Homebound		
							I	Days Hospitalized		

Attendance Center	RCDTS	A	B	C	D	E	F	G	H	I
SIS Elementary	123456789012345	K	75	08	2018	0.000	0.000	0.000	0.000	0.000
SIS Elementary	123456789012345	1	92	08	2018	0.000	0.000	0.000	0.000	0.000
SIS Elementary	123456789012345	2	89	08	2018	0.000	0.000	0.000	0.000	0.000
SIS Elementary	123456789012345	3	88	08	2018	12.000	0.000	0.000	0.000	0.000

Student Attendance

- Student Attendance By Month Detail Report

4/15/2019 12:02 pm

Illinois State Board of Education
Student Information System
Student Attendance By Month (Detail)

SIS Home District: **123456789012345** **ISBE SD 101**

Selection Criteria: Sorted By: Student ID

Columns **A** Grade Level **B** PDA **C** Month of Attendance **D** Year of Attendance **E** Days Present **F** Days Absent - Excused **G** Days Absent - Unexcused **H** Days Medically Homebound **I** Days Hospitalized

Student ID	Student Name	Birth Date	Home RCDTS	Serving RCDTS	Provider RCDTS	Start Date	End Date	A	B	C	D	E	F	G	H	I
123456789	Test, Student	12/11/2002	123456789012345	123456789012345		10/23/2018		12	1.00	10	2018	5.000	0.000	0.000	0.000	0.000
			123456789012345	123456789012345		10/23/2018		12	1.00	11	2018	15.000	2.000	0.000	0.000	0.000
			123456789012345	123456789012345		10/23/2018		12	1.00	12	2018	17.000	0.000	0.000	0.000	0.000
			123456789012345	123456789012345		10/23/2018		12	1.00	01	2019	13.000	0.000	2.000	0.000	0.000
			123456789012345	123456789012345		10/23/2018		12	1.00	02	2019	15.000	0.000	0.000	2.000	0.000
			123456789012345	123456789012345		10/23/2018		12	1.00	03	2019	20.000	0.000	0.000	0.000	0.000
			123456789012345	123456789012345		10/23/2018		12	1.00	04	2019	0.000	0.000	0.000	0.000	0.000
123456789	Test, Student	10/27/2002	123456789012345	123456789012345		08/16/2018		10	1.00	08	2018	12.000	0.000	0.000	0.000	0.000
			123456789012345	123456789012345		08/16/2018		10	1.00	09	2018	0.000	0.000	0.000	0.000	0.000
			123456789012345	123456789012345		08/16/2018		10	1.00	10	2018	23.000	0.000	1.000	0.000	0.000
			123456789012345	123456789012345		08/16/2018		10	1.00	11	2018	19.000	1.000	0.000	0.000	0.000

Illinois State Board of Education

Student Mobility

SIS School Year at a Glance

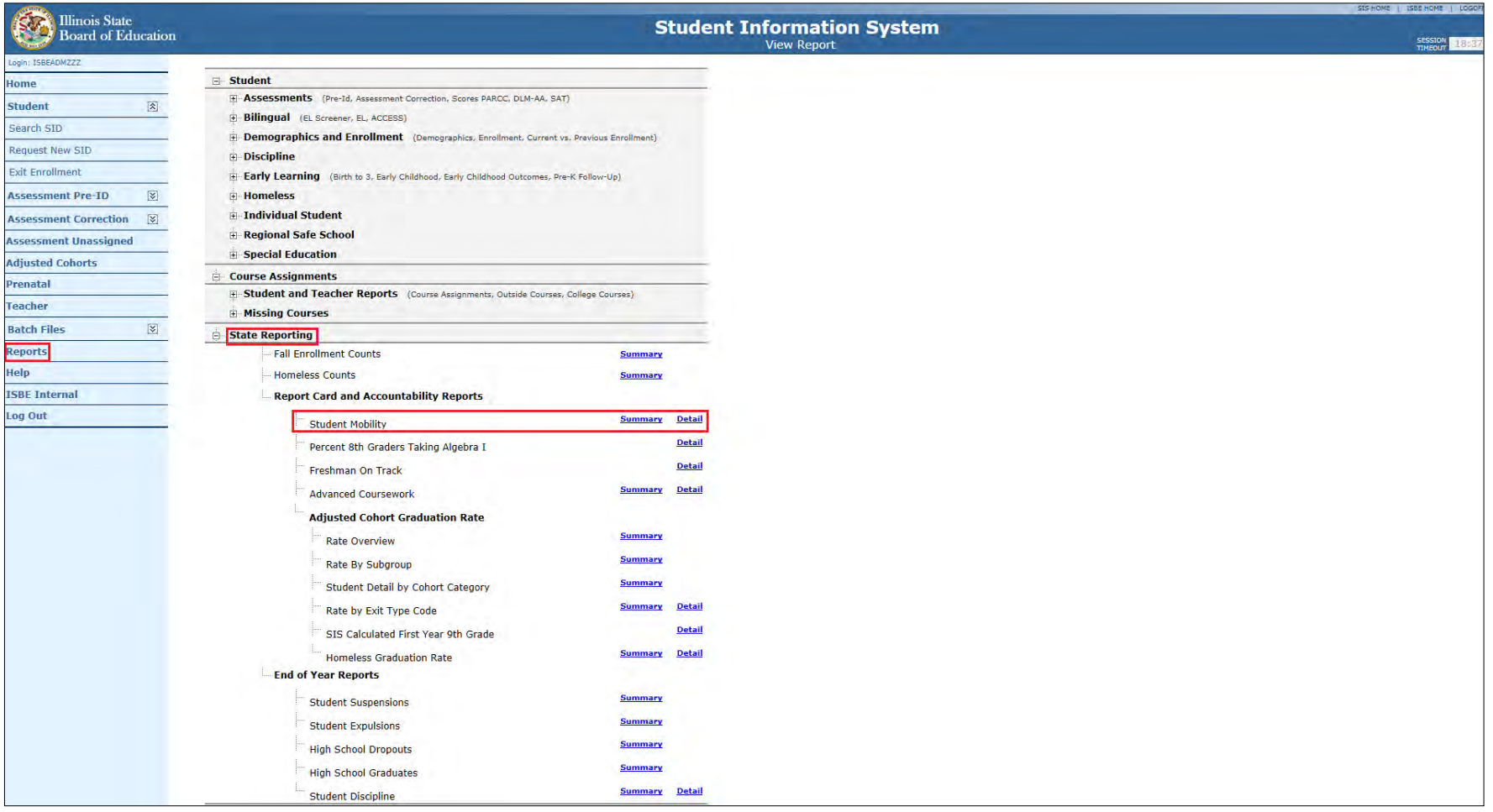
- **August 14, 2020 by 4:00 p.m. Deadline**
  - **Adjusted Cohort Graduation Rates due**
  - **Advanced Coursework data Finalized**
  - **Chronic Absenteeism data Finalized**
  - **Chronic Truancy data Finalized**
  - **Freshman on Track data Finalized**
  - **Percent 8th Graders Taking Algebra I data Finalized**
  - **Student Attendance data Finalized**
  - **Student Mobility data Finalized**

Student Mobility

- **Transfer Out**
  - Includes enrollments on October 1, 2019 and ending before May 10, 2020.
- **Transfer In**
  - Includes enrollments starting after October 1, 2019 and enrollment ending on May 10, 2020 or after.
- **Transfer In and Out**
  - Includes enrollments starting after October 1, 2019 and enrollment ending before May 10, 2020.
- **Non-Transfer Students**
  - Includes enrollments on October 1, 2019 and ending on May 10, 2020 or after.
  - Includes student promoted or graduated mid-year.
- **Enrollment (All Students)**
  - Is the sum of Transfer Out, Transfer In, Transfer In and Out, and Non-Transfer Students.
- **Mobility Rate %**
  - Is the sum of Transfer Out, Transfer In, and Transfer In an Out, divided by the Enrollment (All Students).

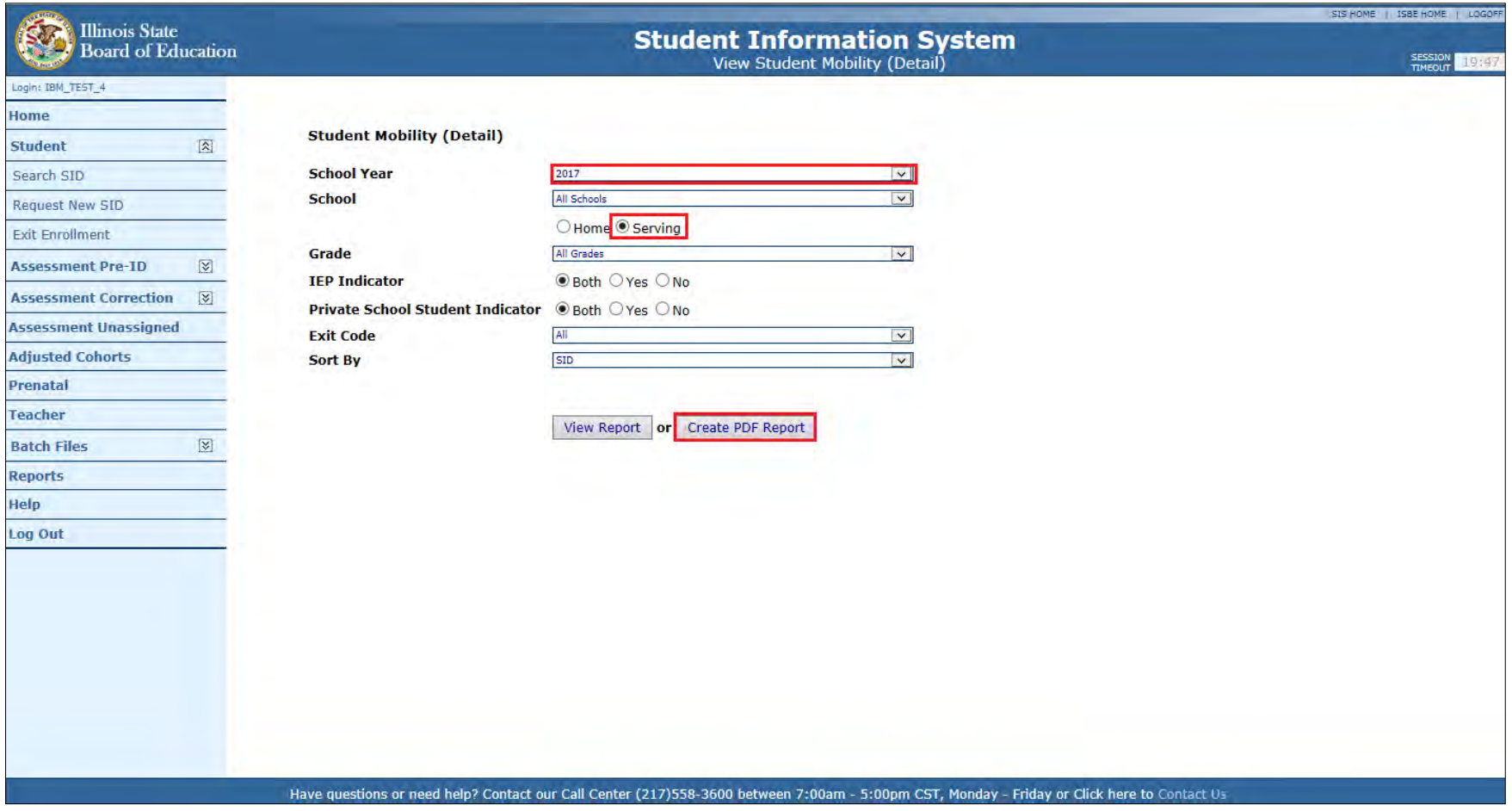
Student Mobility

- **Student Mobility Rate Reports**



Student Mobility

- **Student Mobility Rate Reports – Criteria Page: Select Serving School**



Student Mobility

- **Student Mobility Rate Summary Report**

2019 Student Mobility (Summary)

5/20/2019 11:05 am

SIS Serving District: 1234567891 ISBE SD 101

Selection Criteria: None

All Students (Enrollment): 738 **Students Enrolled Late:** 0 **Students Exited Early:** 580 **Enrolled Late and Exited Early:** 157 **Mobility Rate:** 99.86%

SIS Elementary 123456789012345

	All	Male	Female	White	Black	Hispanic	Asian	Pacific	Native Am.	2 or More	EL	IDEA Services	FRL
Exited Early	35	17	18	0	34	0	0	0	0	1	0	9	33
Enrolled Late and Exited Early	9	8	1	0	9	0	0	0	0	0	0	1	4
Enrollment	44	25	19	0	43	0	0	0	0	1	0	10	37
Mobility Rate %	100.00%	100.00%	100.00%		100.00%					100.00%		100.00%	100.00%

SIS Middle School 123456789012345

	All	Male	Female	White	Black	Hispanic	Asian	Pacific	Native Am.	2 or More	EL	IDEA Services	FRL
Exited Early	42	21	21	0	41	0	0	0	1	0	0	3	33
Enrolled Late and Exited Early	4	3	1	0	4	0	0	0	0	0	0	1	1
Enrollment	46	24	22	0	45	0	0	0	1	0	0	4	34
Mobility Rate %	100.00%	100.00%	100.00%		100.00%				100.00%			100.00%	100.00%

Student Mobility

- **Student Mobility Rate Detail Report**

5/20/2019 11:09 am

Illinois State Board of Education
Student Information System
2019 Student Mobility (Detail)

SIS Serving District: 1234567891 ISBE SD 101
Selection Criteria: Sorted By: Student ID

All Students (Enrollment): 738 **Students Enrolled Late:** 0 **Students Exited Early:** 580 **Enrolled Late and Exited Early:** 157 **Mobility Rate:** 99.86%

Columns
A Grade Level
B Gender
C Race Code
D PDA
E Private School Indicator
F IDEA Services
G EL
H FRL
I Exit Reason

SIS Exit Codes

02 Transfer to another public school within the district
03 Transfer to Home Schooled
04 Transfer to Private School
05 Promotion
06 Graduated with regular, advanced, International Baccalaureate, or other type of diploma
07 Death
08 Expulsion
09 Dropped Out
10 Transfer to GED Program
11 Moved, not known to be continuing
12 Retained in same grade or demoted to a lower grade
14 Aged Out
15 Certificate of Completion
16 Victim of a Violent Crime
17 Change in Serving School or Percent Day Attended (PDA)
18 Moved Out of the United States
19 Transfer to another public school district out of Illinois
20 Transfer to another public school district in Illinois

Enrolled Late and Exited Early

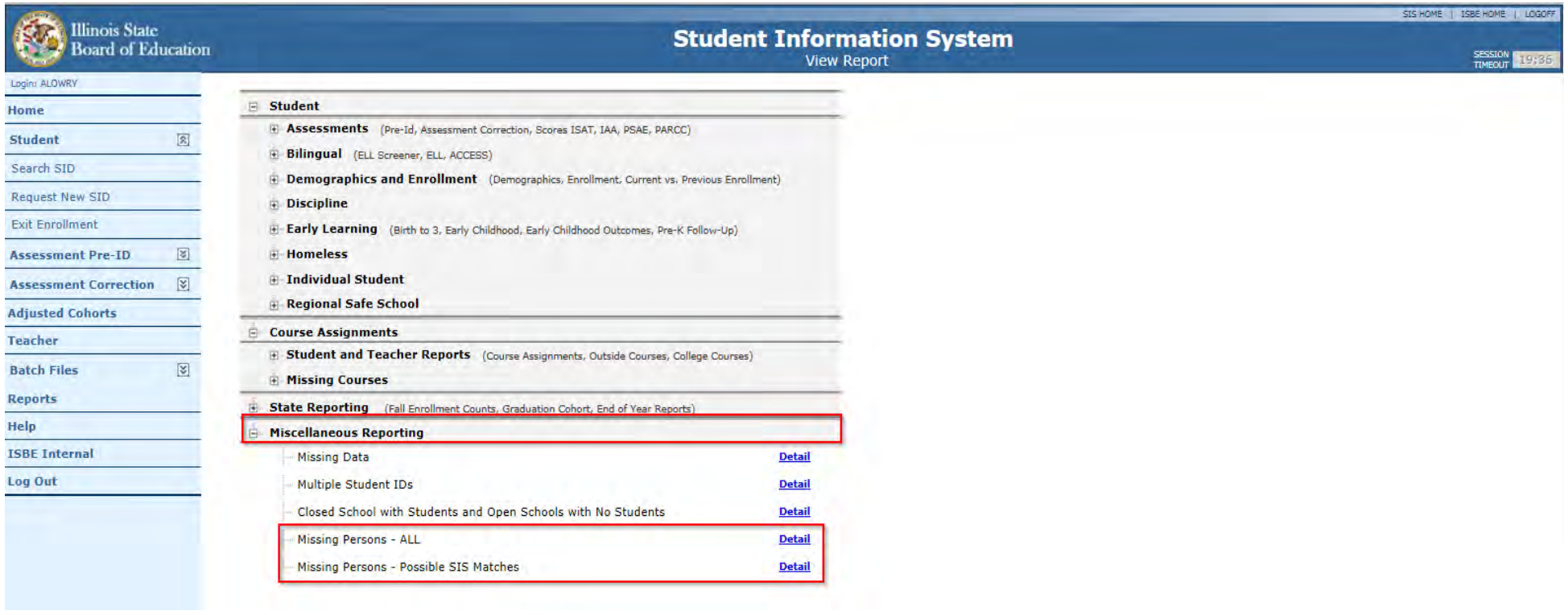
Student ID	Student Name	Birth Date	Home RCDTS	Serving RCDTS	Provider RCDTS	Start Date	End Date	A	B	C	D	E	F	G	H	I
123456789	TEST. STUDENT	12/03/2005	123456789012345	123456789012345		02/05/2019	03/13/2019	7	F	14	1.00		N	N	N	20
123456789	TEST, STUDENT	12/13/2004	123456789012345	123456789012345	123456789012345	02/14/2019	03/19/2019	8	M	14	1.00		Y	N	Y	17
123456789	TEST, STUDENT	06/05/2002	123456789012345	123456789012345		04/09/2019	04/11/2019	11	M	14	1.00		N	N	N	20

Illinois State Board of Education

Missing Person Report

Missing Persons - Amber Alert Data

- **Missing Persons – All**
  - All Missing Persons
- **Missing Persons – Possible SIS Matches**
  - Matched to current SIS Enrollment data



Missing Persons - Amber Alert Data

- **Missing Persons – Possible SIS Matches**

Missing Persons Report - All 7/27/2017 10:05 am

Information provided by Illinois State police on: 07/01/2017

Directions for public school personnel:

If it is determined that a missing child is attending one of the schools within your district, it is the responsibility of your school board or its designee to immediately give notice of this fact to the Department of State Police by email at missing@isp.state.il.us <mailto:missing@isp.state.il.us>, and the law enforcement agency having jurisdiction in the area where the missing child resides or attends school. The names on the list are provided by the State Police; if you find any persons who should not be listed as missing, please contact the State Police.

Directions for nonpublic school principals/chief administrative officers:

If it is determined that a missing child is attending your school, it is the responsibility of the principal or chief administrative officer of the nonpublic school to immediately give notice of this fact to the Department of State Police by email at missing@isp.state.il.us <mailto:missing@isp.state.il.us>, and the law enforcement agency having jurisdiction in the area where the missing child resides or attends school. The names on the list are provided by the State Police; if you find any persons who should not be listed as missing, please contact the State Police.

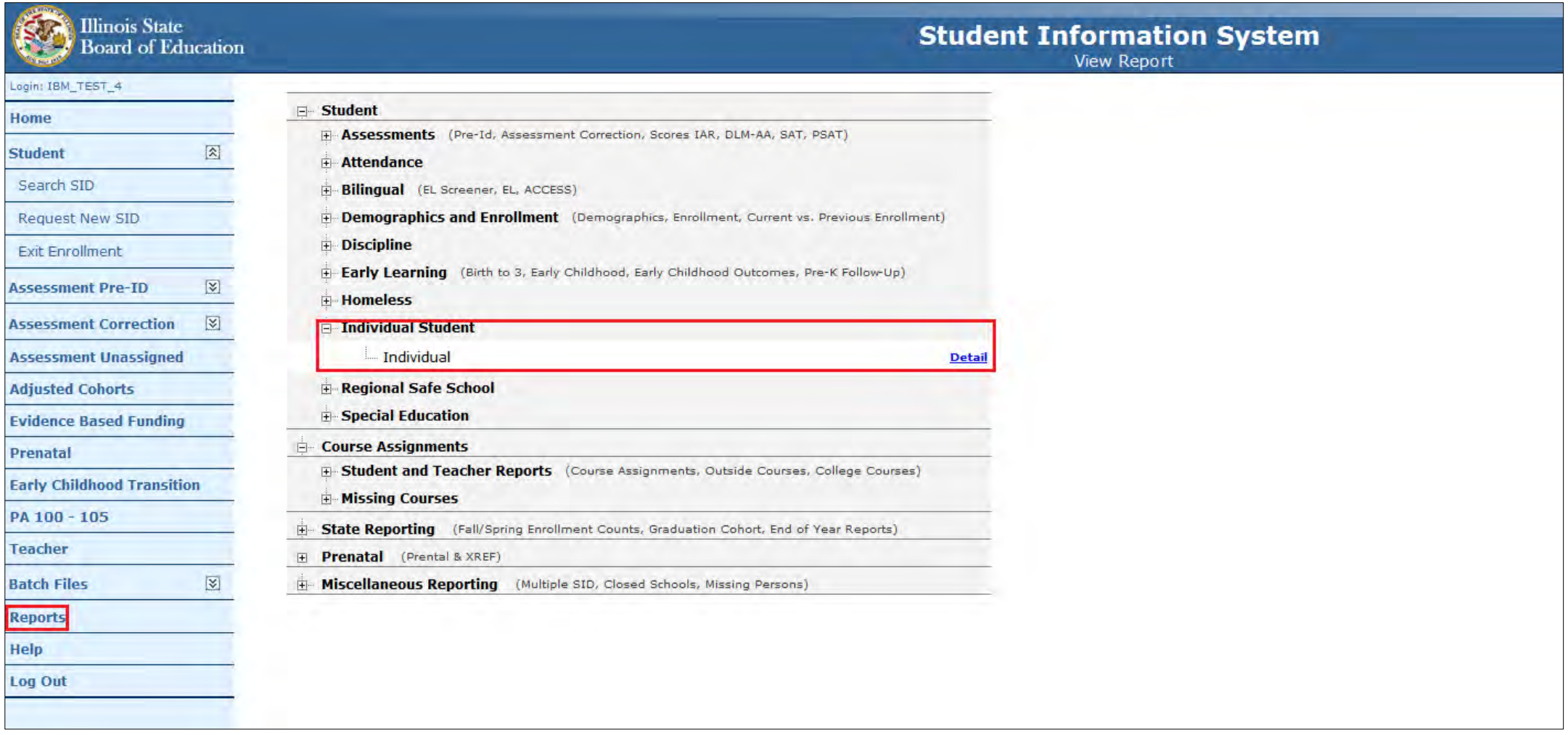
	Name	Birth Date	Gender	Race	Date Last Seen	Police Dept.
PD:	Doe, Jane	05/14/1995	F	W	06/13/2013	PD CHGO IL
SIS:	Doe, Jane	05/14/1995	F	Hispanic or Latino		

School Year: 2013 **Enrollment Update:** 02/20/2013 **School:** Kelly High School - 4136 S California Av, Chicago, IL 60632 (773) 535-4900

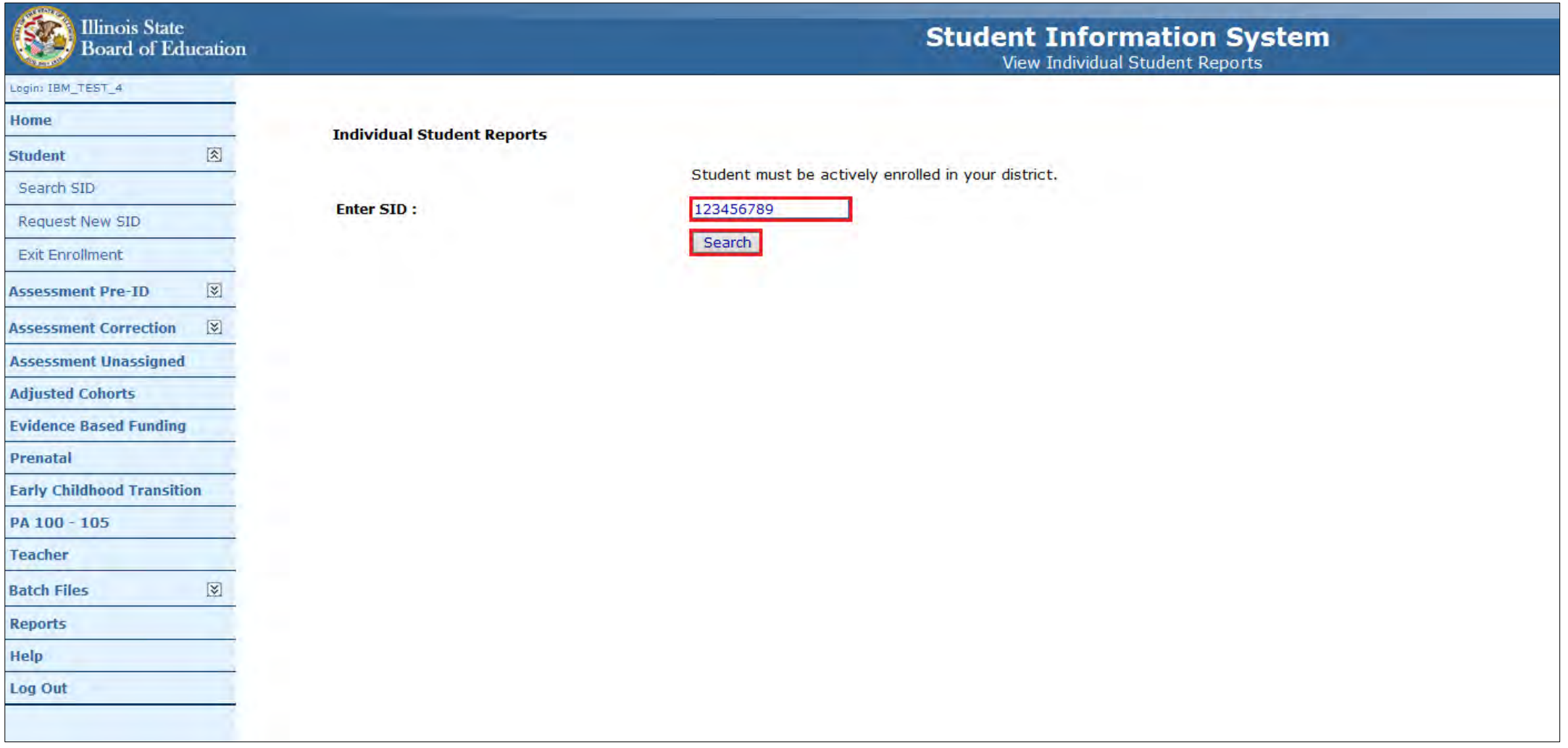
Illinois State Board of Education

Individual Reports

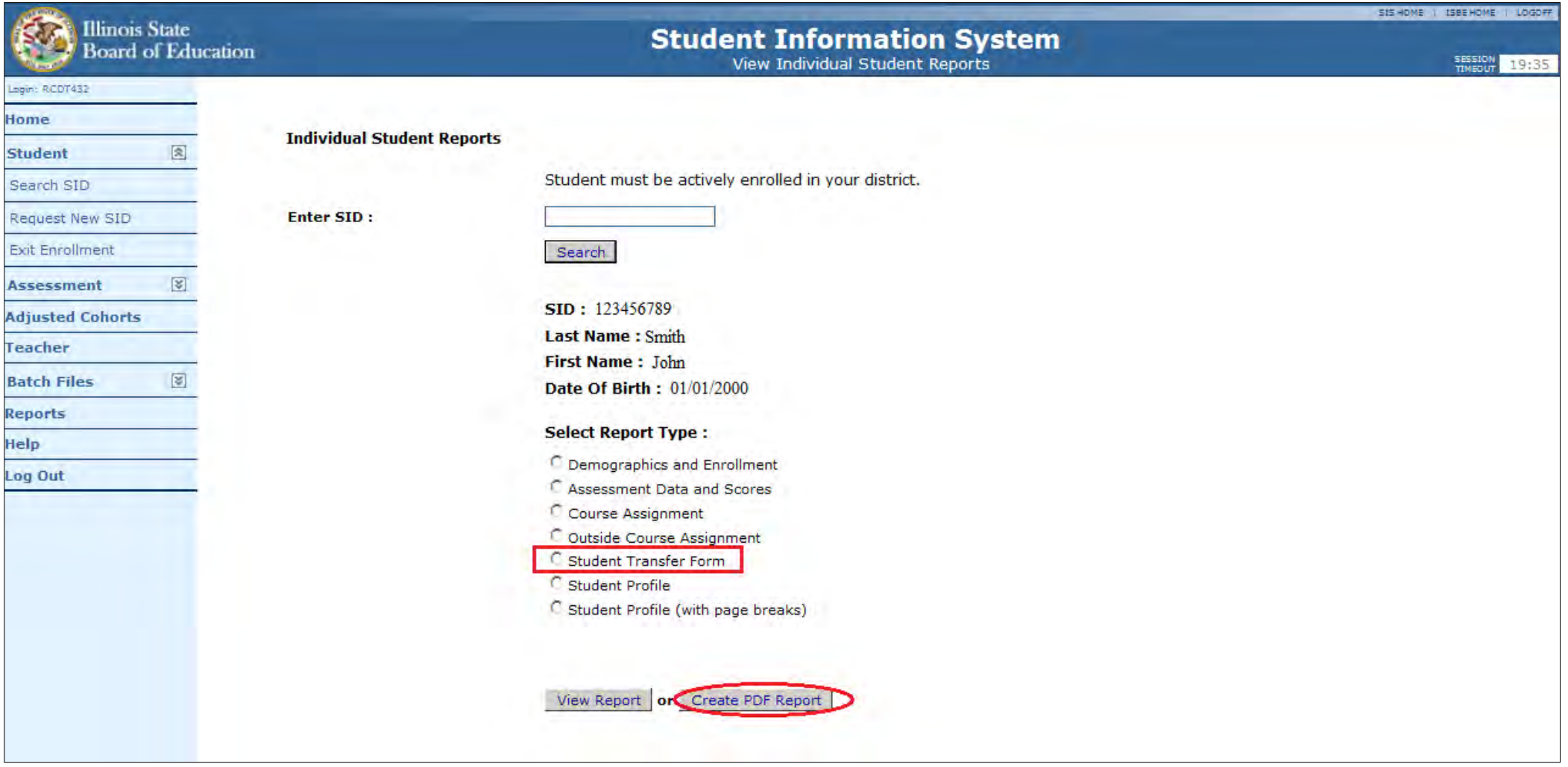
Individual Reports



Individual Reports



Individual Reports



Individual Reports - Student Transfer Form

ILLINOIS STATE BOARD OF EDUCATION
General Counsel Division
Public School and Recognition
100 North First Street, E-310
Springfield, Illinois 62777-0001

STUDENT IDENTIFICATION NUMBER (9-digits)
123456789

STUDENT TRANSFER FORM

In accordance with Section 2-3.13a of the School Code, all public school districts are to provide this form to any student who is moving out of the school district to verify whether or not the student is "in good standing" and, whether or not their medical records are up-to-date and complete as defined in Section 2-3.13a. "In good standing" means that the student is not being disciplined by an out-of-school suspension or expulsion, and is entitled to attend classes, as of the date of this form. No public school district is required to admit a new student unless they can produce this form from the student's previous Illinois public school district. **This form is not to be returned to the Illinois State Board of Education. It is to be sent directly to the student's new school they will be attending.**

NAME OF STUDENT (Last, First, Middle)	BIRTHDATE (Month, Day, Year)	GENDER	GRADE LEVEL
Smith, John	01/01/2000	M	P

ADDRESS OF STUDENT (Street, City, State, Zip Code)

NAME OF PARENT OR GUARDIAN	PARENT/GUARDIAN TELEPHONE (Include Area Code)

ADDRESS OF PARENT OR GUARDIAN (Street, City, State, Zip Code)

DISTRICT NAME AND NUMBER TRANSFERRING TO	NEW DISTRICT ADDRESS (Street, City, State, Zip Code)
NAME OF SCHOOL STUDENT WILL BE TRANSFERRING TO	NAME OF PRINCIPAL AT NEW SCHOOL

Please check (√) the appropriate box.

☐ I hereby attest that the above student is "in good standing" and that all medical records for the above student are up-to-date and complete as of the date of this form.

☐ The above student's medical records are **not** up-to-date and complete as documented in the student's permanent records.

☐ I hereby attest that the above student is **not** "in good standing" due to a current suspension and/or expulsion from _____ until _____; but is entitled to transfer in accordance with Section 2-3.13a (105 ILCS 5/2-3.13a), unless the receiving district has, pursuant to Section 2-3.13a, adopted a policy providing that if a student is suspended or expelled for any reason from any public or private school in this or any other state, the student must complete the entire term of the suspension or expulsion before being admitted into the school district. This policy may allow placement of the student in an alternative school program established under Article 13A of this Code, if available, for the remainder of the suspension or expulsion.

☐ I hereby attest that the above student is **not** "in good standing" due to a current suspension and/or expulsion from _____ until _____ and is **not** eligible for transfer for knowingly possessing in a school building or on school grounds a weapon as defined in the Gun Free Schools Act (20 U.S.C. 8921 et seq.); for knowingly possessing, selling, or delivering in a school building or on school grounds a controlled substance or cannabis; or for battering a staff member of the school.

NAME OF PRINCIPAL	SCHOOL PHONE (Include Area Code)	COUNTY
Smith, Carry	217-444-4555	Saint Clair

DISTRICT NAME AND NUMBER		DISTRICT ADDRESS (Street, City, State, Zip Code)
ISBE Test District	12345678912345	121I ISBE Lane Springfield, IL 62701

Date _____ Signature of Principal _____

THIS FORM IS TO BE SENT DIRECTLY TO THE STUDENT'S NEW SCHOOL THEY WILL BE ATTENDING.

SisStudentTransfe
ISBE 33-78 (

Illinois State Board of Education

Kindergarten Individual Development Survey (KIDS)

Step 1 – Enroll All Kindergarten Students

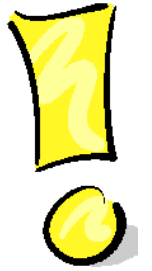
- In order to transmit data to KIDStech, all Kindergarten students must first be enrolled.

  - Create KIDStech Account
  - **Step 1 – Enroll All Kindergarten Students**
  - Step 2 – Create Teacher Course Assignments
  - Step 3 – Create Student Course Assignments
  - Step 4 – Verify Kindergarten Class Roster
  - Step 5 – Transmit Data to KIDStech

Note: When enrolling students, if Home Language is not "English" ("000" via Batch), four additional questions will ultimately be triggered within the KIDS application.

Step 2 – Create Teacher Course Assignments

- Teacher Course Assignments must be created.
  - Create KIDStech Account
  - Step 1 – Enroll All Kindergarten Students
  - **Step 2 – Create Teacher Course Assignments**
  - Step 3 – Create Student Course Assignments
  - Step 4 – Verify Kindergarten Class Roster
  - Step 5 – Transmit Data to KIDStech



Step 2 – Create Teacher Course Assignments

- In order to create the necessary links between Teacher Course Assignments and Student Course Assignments, the data areas listed below much match exactly:
  - **Student Serving RCDTS must match the Teaching Location RCDTS**
  - **School Year**
  - **State Course Code**
  - **Term**
  - **Section Number**
- The Section Number is particularly important to double-check, due to the flexibility required for this field.
- This is very important for data quality, we want to ensure that the appropriate teacher is being matched to the correct students.

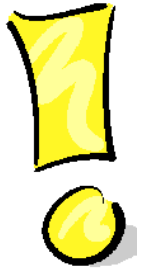
Step 2 – Create Teacher Course Assignments

- KIDStech only tracks one teacher for any kindergarten student.
- If a student has more than one teacher, the KIDS teacher can be chosen based on the table below – use the highest 'priority' course the student is taking.

Priority	Course Code	State Course Title
1	51028A000	Language Arts (kindergarten)
2	51040A000	Reading (kindergarten)
3	51130A000	Writing (kindergarten)
4	52030A000	Mathematics (kindergarten)
5	53230A000	Science (kindergarten)
6	54430A000	Social Studies (kindergarten)
7	73030A000	Non-subject Specific – (kindergarten)
8	55030A000	Dance (kindergarten)
9	55070A000	Drama (kindergarten)
10	55130A000	Music (kindergarten)
11	55180A000	Art (kindergarten)
12	56030A000	Foreign Language (kindergarten)
13	58030A000	Physical Education (kindergarten)

Step 3 – Create Student Course Assignments

- Student Course Assignments must be created and these must match corresponding Teacher Course Assignments.
  - Create KIDStech Accounts
  - Step 1 – Enroll All Kindergarten Students
  - Step 2 – Create Teacher Course Assignments
  - **Step 3 – Create Student Course Assignments**
  - Step 4 – Verify Kindergarten Class Roster
  - Step 5 – Transmit Data to KIDStech



Step 3 – Create Student Course Assignments

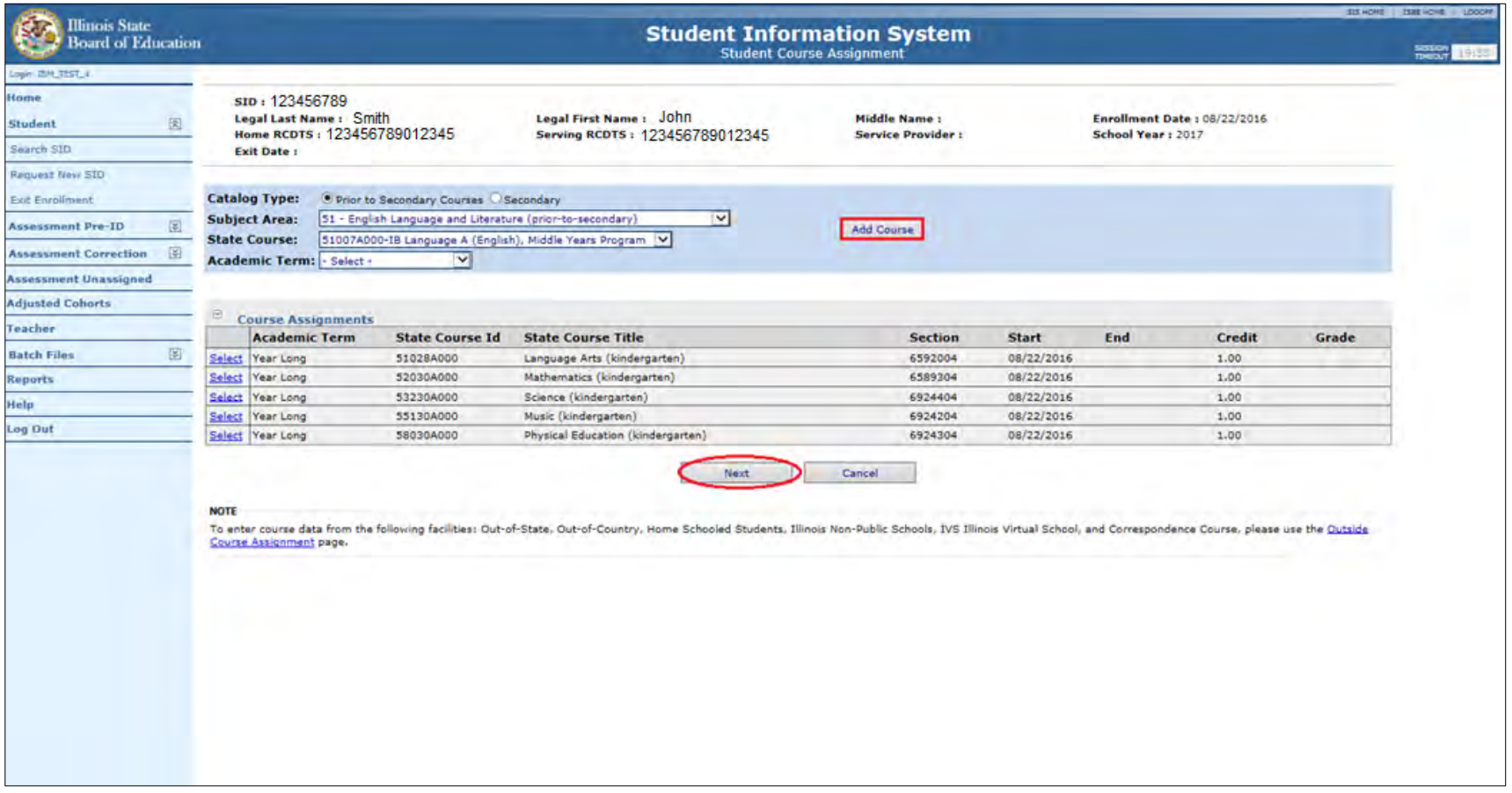
Student Information	Teacher Information
Student ID	IEIN
SAP ID	Local Teacher ID
Student Last Name	Teacher Last Name
Student First Name	Teacher First Name
Birth Date	Teacher Birth Date
Home RCDTS	Employer RCDTS
Location / Course	**Location / Course**
Serving School	Teaching Location RCDTS
School Year	School Year
State Course Code	State Course Code
Term (Semester)	Term (Semester)
Section Number	Section Number
Course Information	**Course Information**
Local Course ID	Local Course ID
Local Course Title	Local Course Title
Student Course Start Date	Teacher Course Start Date
Course Level	Role of Professional
Course Credit	Teacher Commitment
Articulated Credit	Actual Attendance
Dual Credit	Total Attendance
Course Setting	Teacher Course End Date
Actual Attendance	Reason for Exit
Total Attendance	
Single Parent including Single Pregnant Woman	
Displaced Homemaker	
Course Numeric Grade	
Maximum Numeric Grade	
Student Course End Date	
Course Final Letter Grade/ Completion Status	

These 5 elements link a Teacher Course Assignment to a Student Course Assignment:

- Student Serving RCDTS must match Teaching Location RCDTS
- School Year
- State Course Code
- Term (Semester)
- Section Number

Step 3 – Create Student Course Assignments

Updated Student Course Assignments, click “Next” button

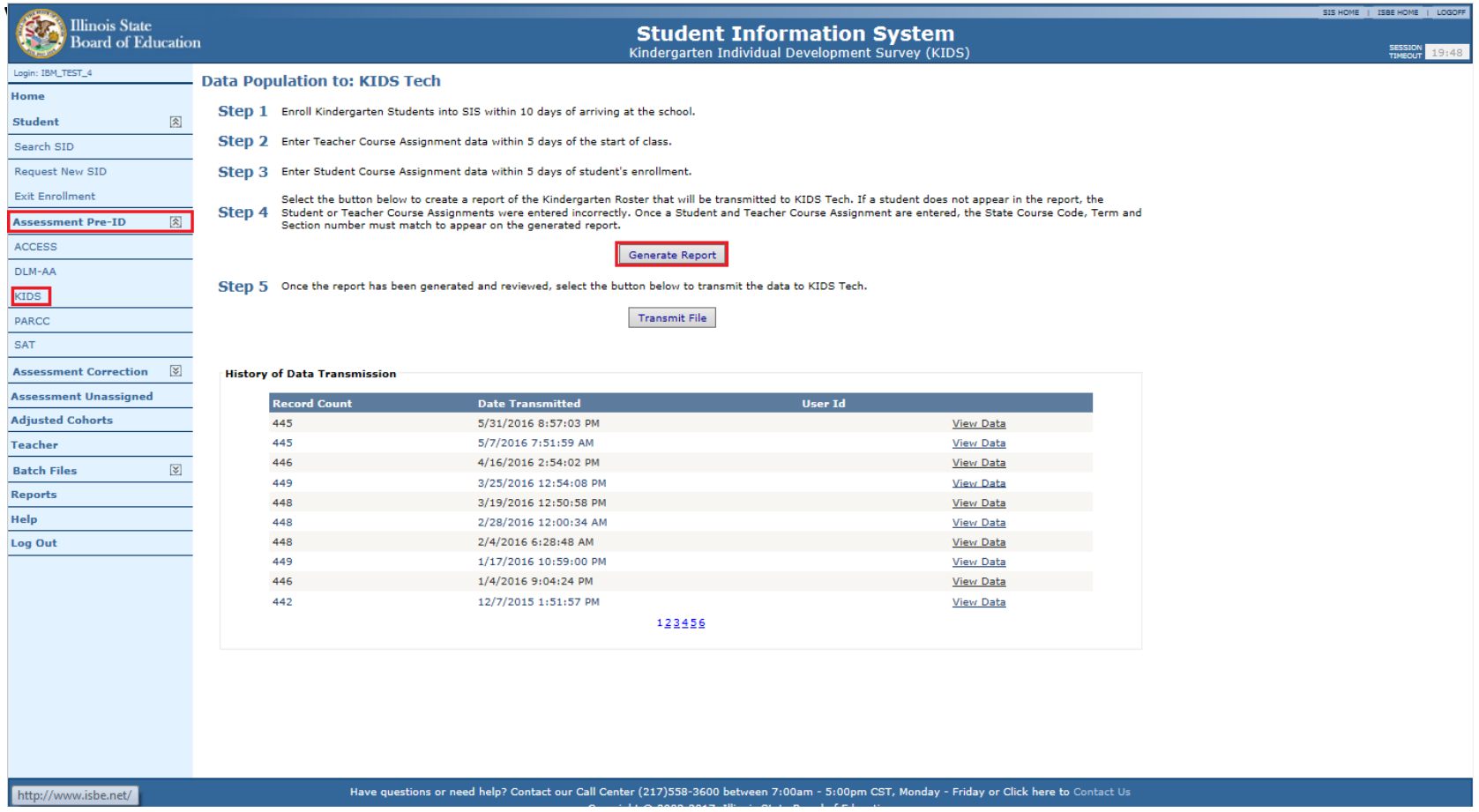


Step 4 – Verify Kindergarten Class Roster

- After Students have been matched to Teachers via Course Assignments, verify the Kindergarten Class Roster prior to transmitting the related data.
  - Create KIDStech Account
  - Step 1 – Enroll All Kindergarten Students
  - Step 2 – Create Teacher Course Assignments
  - Step 3 – Create Student Course Assignments
  - **Step 4 – Verify Kindergarten Class Roster**
  - Step 5 – Transmit Data to KIDStech

Step 4 – Verify Kindergarten Class Roster

The “Generate Report” Button Allows



Step 4 – Verify Kindergarten Class Roster

The KIDStech Transmission Report

7/13/2017 1:19:33PM

KIDS Tech Transmission Report

SIS Home District: 012345678912 ISBE Test District

Columns	A	Title One	C	Home Language	E	Homeless	G	SES	I	IEP	K	21st Century
	B	Eligible for Immigrant Education Program	D	Native Language	F	Migrant	H	LEP	J	FRL/Low Income		

Title One Codes:

Race Codes:

IEIN: 94198 **Teacher Name: Blackmon, Jennifer** **Serving School: 500821890222008** **School Year: 2017**

Student ID	Student Name	Gender	Race	Birth Date	A	B	C	D	E	F	G	H	I	J	K
123456789	Smith, Michael John	M	14	01/01/2001	11	No	000	000	No	No	No	No	No	Yes	No
123456789	Smith, Michael John	F	14	01/01/2001	11	No	000	000	No	No	No	No	No	Yes	No
123456789	Smith, Michael John	M	14	01/01/2001	11	No	000	000	No	No	No	No	No	Yes	No
123456789	Smith, Michael John	M	14	01/01/2001	11	No	000	000	No	No	No	No	No	Yes	No
123456789	Smith, Michael John	F	14	01/01/2001	11	No	000	000	No	No	No	No	No	Yes	No
123456789	Smith, Michael John	F	14	01/01/2001	11	No	000	000	No	No	No	No	No	Yes	No
123456789	Smith, Michael John	M	14	01/01/2001	11	No	000	000	No	No	No	No	No	No	No
123456789	Smith, Michael John	F	14	01/01/2001	11	No	000	000	No	No	No	No	No	No	No
123456789	Smith, Michael John	M	14	01/01/2001	11	No	000	000	No	No	No	No	No	Yes	No
123456789	Smith, Michael John	M	14	01/01/2001	11	No	000	000	No	No	No	No	No	Yes	No
123456789	Smith, Michael John	M	14	01/01/2001	11	No	000	000	No	No	No	No	No	Yes	No
123456789	Smith, Michael John	M	14	01/01/2001	11	No	000	000	No	No	No	No	No	Yes	No
123456789	Smith, Michael John	F	14	01/01/2001	11	No	000	000	No	No	No	No	No	Yes	No
123456789	Smith, Michael John	F	14	01/01/2001	11	No	000	000	No	No	No	No	No	Yes	No
123456789	Smith, Michael John	M	14	01/01/2001	11	No	000	000	No	No	No	No	No	Yes	No
123456789	Smith, Michael John	M	14	01/01/2001	11	No	000	000	No	No	No	No	No	No	No
123456789	Smith, Michael John	F	14	01/01/2001	11	No	000	000	No	No	No	No	No	Yes	No
123456789	Smith, Michael John	F	14	01/01/2001	11	No	000	000	No	No	No	No	No	Yes	No
123456789	Smith, Michael John	F	14	01/01/2001	11	No	000	000	No	No	No	No	No	Yes	No
123456789	Smith, Michael John	F	14	01/01/2001	11	No	000	000	No	No	No	No	Yes	Yes	No
123456789	Smith, Michael John	F	14	01/01/2001	11	No	000	000	No	No	No	No	No	No	No
123456789	Smith, Michael John	F	14	01/01/2001	11	No	000	000	No	No	No	No	No	No	No
123456789	Smith, Michael John	F	14	01/01/2001	11	No	000	000	No	No	No	No	No	Yes	No

Student Count: 25

IEIN: 92077 **Teacher Name: Cotton, Anita** **Serving School: 500821890222055** **School Year: 2017**

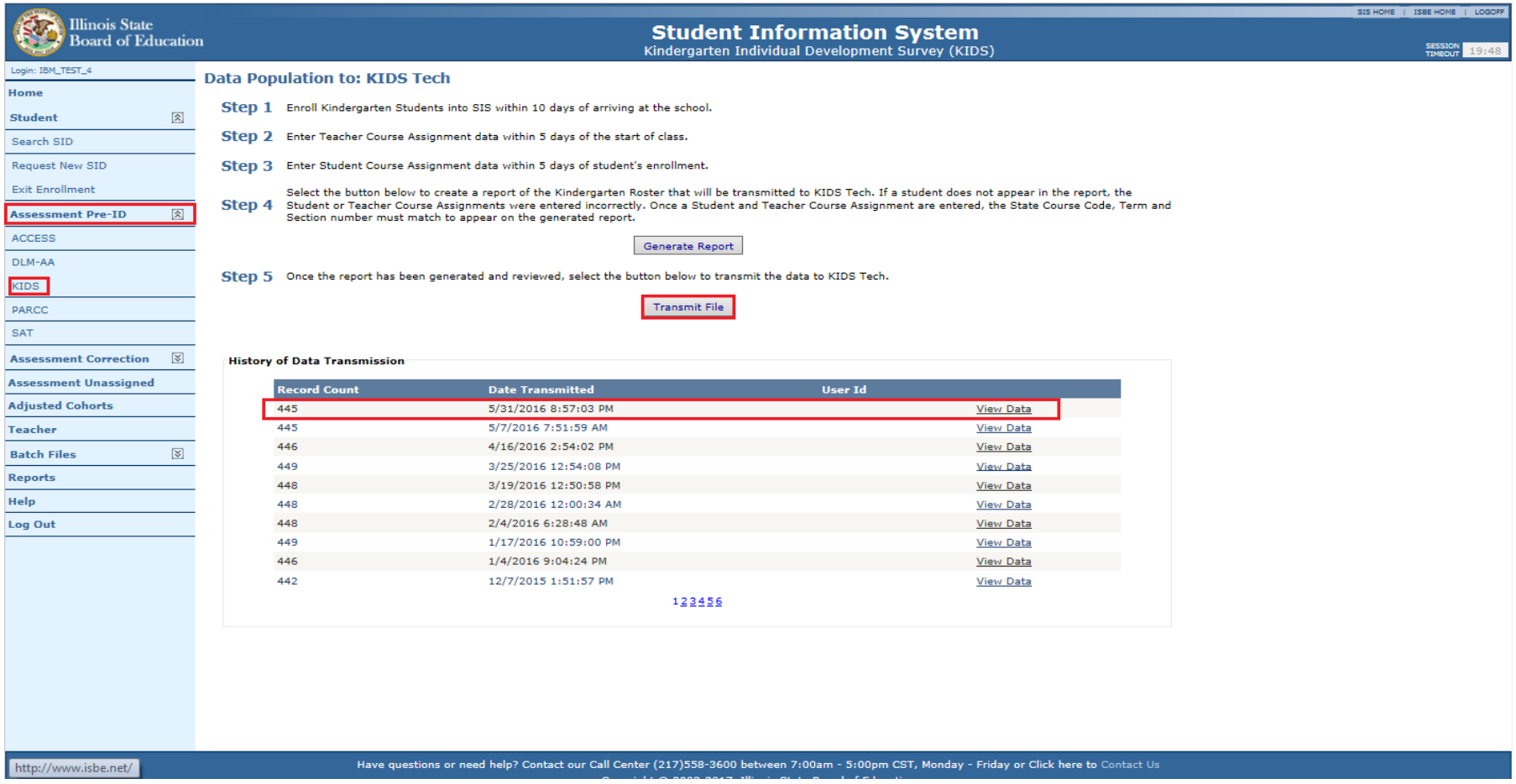
Student ID	Student Name	Gender	Race	Birth Date	A	B	C	D	E	F	G	H	I	J	K
123456789	Smith, Michael John	M	14	01/01/2001	11	No	000	000	No	No	No	No	No	Yes	No
123456789	Smith, Michael John	F	14	01/01/2001	11	No	000	000	No	No	No	No	No	Yes	No

Step 5 – Transmit Data to KIDStech

- After data has been verified (and whenever updates are needed), transmit the Kindergarten data to KIDStech.
  - Create KIDStech Account
  - Step 1 – Enroll All Kindergarten Students
  - Step 2 – Create Teacher Course Assignments
  - Step 3 – Create Student Course Assignments
  - Step 4 – Verify Kindergarten Class Roster
  - **Step 5 – Transmit Data to KIDStech**

Step 5 – Transmit Data to KIDStech

“Transmit File” Button (With Recent Files Below)



Illinois State Board of Education

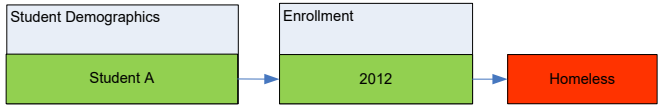
Batch Process

Batch Process Overview

- File Format
  1. Adjusted Cohort Graduation Rate
  2. Assessment Pre-ID
  3. Birth to 3
  4. Birth to 3 Caregiver Demographic Information
  5. College and Career Readiness Indicator
  6. College Course Assignment
  7. Demographics and Early Childhood V3
  8. DLM-AA Pre-ID
  9. DLM-AA Correction
  10. Early Childhood V3
  11. Early Childhood Outcomes
  12. EL
  13. EL Screener
  14. Exit Enrollment
  15. Gifted and Accelerated
  16. Homeless
  17. IAR Pre-ID
  18. IAR Assessment Correction
  19. Immigrant
  20. Multiple SID
  21. Outside Course Assignment
  22. Preschool Student Course Assignment
  23. Prenatal
  24. Prenatal XREF Regional Safe Schools Program
  25. SAT/PSAT Pre-ID
  26. SAT/PSAT Assessment Correction
  27. Service Provider
  28. Student 504 Plan
  29. Student Address
  30. Student Attendance
  31. Student Attendance V2
  32. Student Course Assignment
  33. Student Demographic and Enrollment (Request New SID)
  34. Student Discipline Groups
  35. Teacher Course Assignment Entry
  36. Teacher Course Assignment Exit

- Removed File Formats
  1. Pre-K Follow-up **(school year 2013)**
  2. Assessment Pre-ID

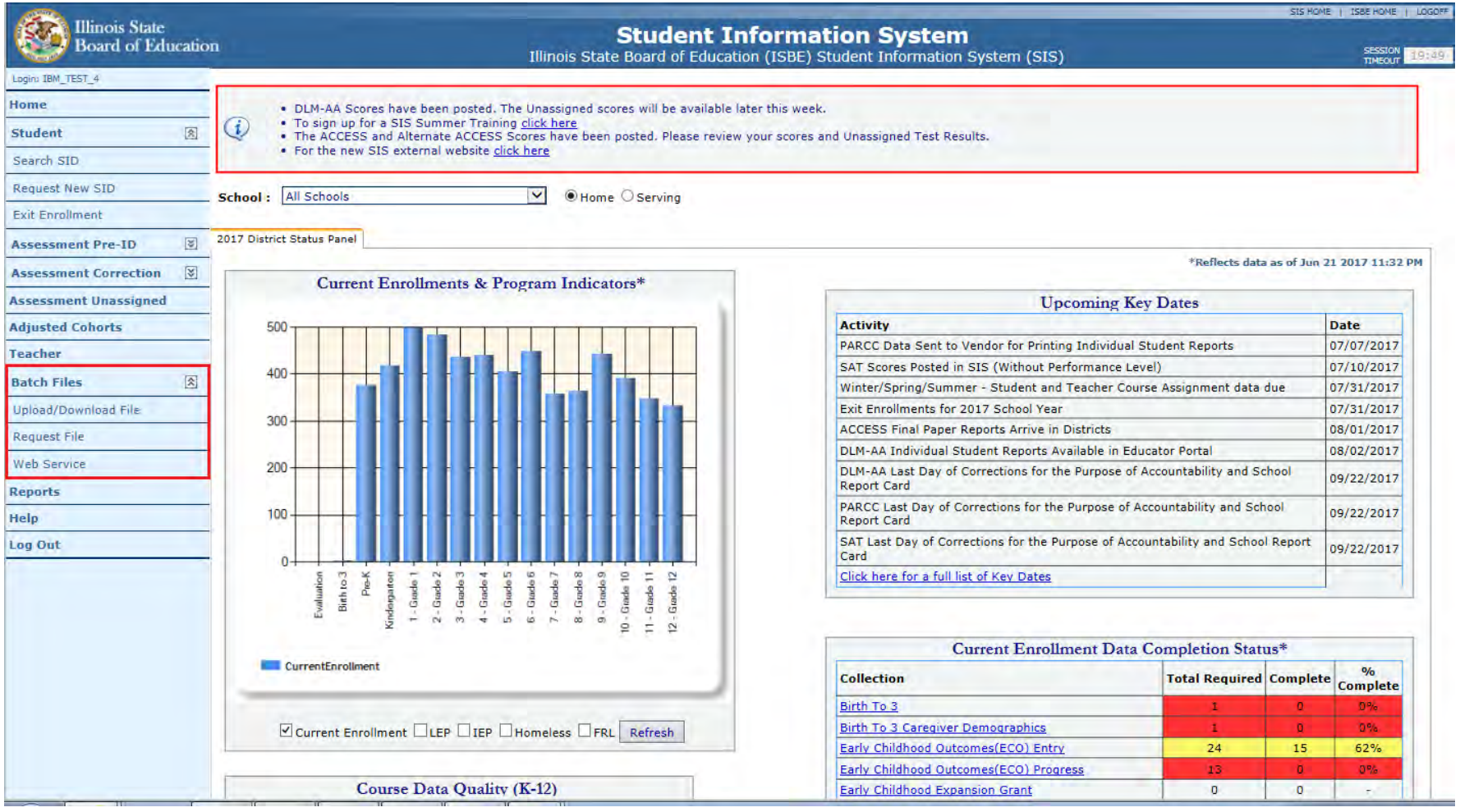
Homeless File Format



Batch Process Overview

- **Local repository for SIS data**
  - Local Student Management Software (recommended)
    - Export file and upload to SIS
      - The file should be sent “as is” unless further data manipulation is required
    - SIS accepts the following file types:
      - .csv
      - .txt
      - .xml
  - Requesting a file from SIS
    - If data has been entered into SIS, a district can request the return of district-wide SIS data file.

Batch Process Overview



Batch Process Overview

- Batch file process is only accessible by RCDT Administrator
- File is uploaded/downloaded via IWAS/SIS
- File format is validated upon upload
- Email sent when file is ready for download
- Original data is returned, plus the following data for each record:
  - New or Returned (Existing) SID
  - Result Code
  - Result Message

Batch Process Overview

Batch Files

- Created with the SIS Excel Templates or exported using a Local Student Management Software
- May contain multiple schools (District-wide)
- A Student Enrollment file may contain all students (existing and new) or only new students when requesting SID. Teacher Course Entry/ Exit formats may contain only Teachers with existing IEINs
- File may be submitted as many times as required

Batch Process Overview

Create a .csv upload file

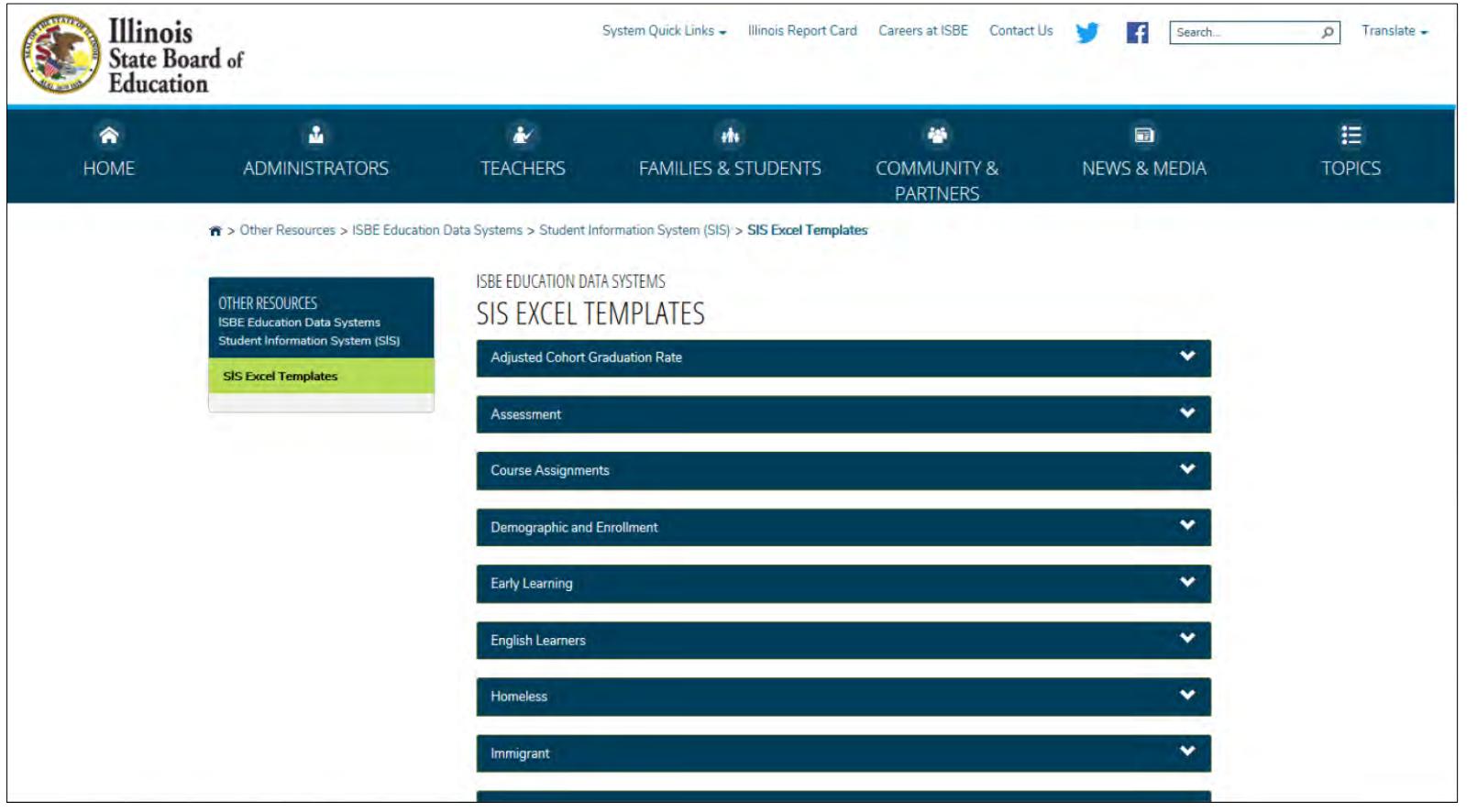
- Locate the correct template:
  - https://www.isbe.net/Pages/Excel-Templates-for-student-data-input-into-SIS.aspx
- Use either Windows or Mac template, depending on the operating system
- Follow our example: A “Student Demographic Enrollment” file for a Windows user
  - Use the mouse - right click on the link “Student Demographic Enrollment” - choose “Save Target As”

    Save the file directly to your computer - remember where the file is saved (example: On your Desktop)

Batch Process Overview

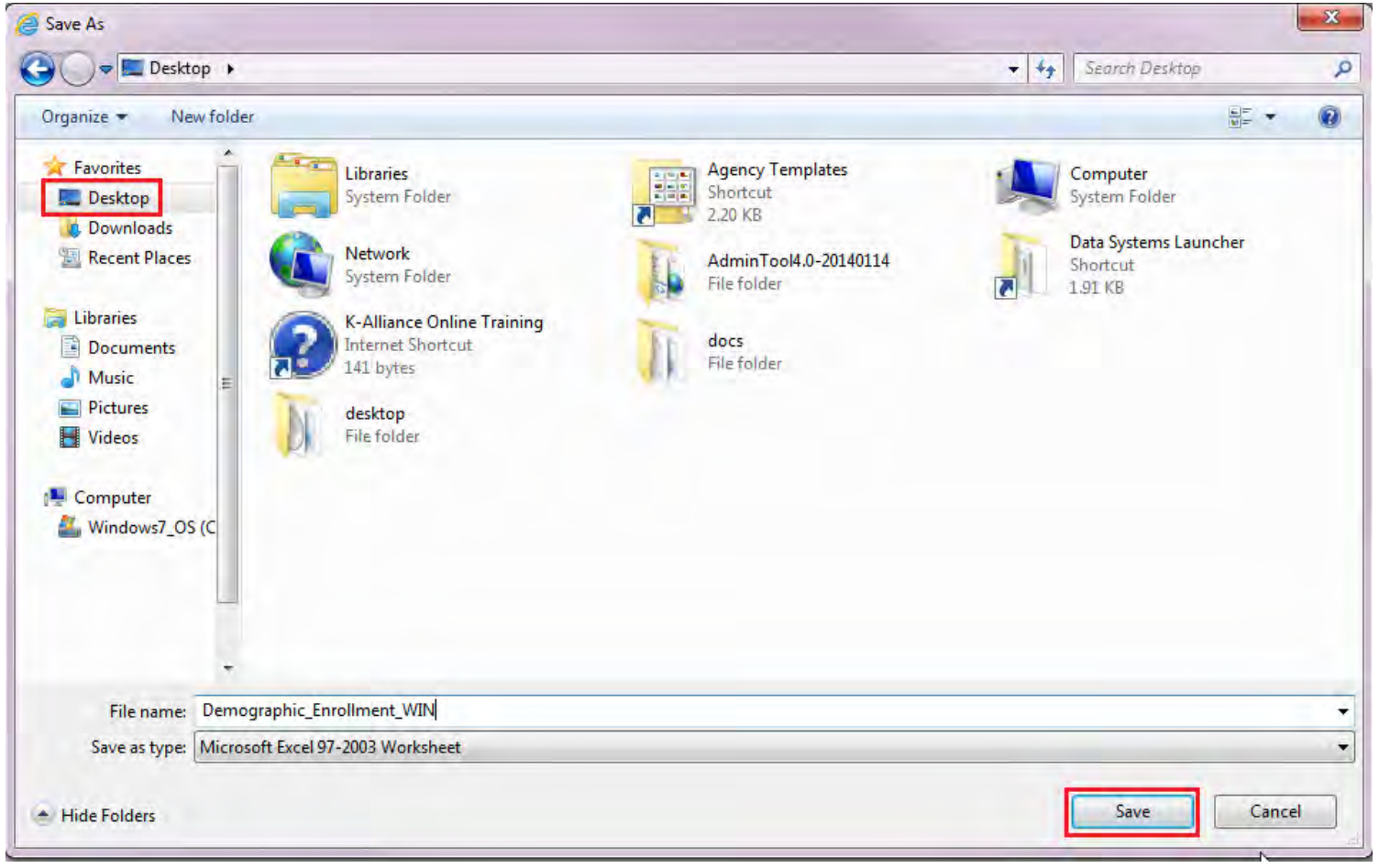
SIS Homepage – Excel Templates

- https://www.isbe.net/Pages/Excel-Templates-for-student-data-input-into-SIS.aspx



Batch Process Overview

Save As – Save file to local desktop location



Batch Process Overview

Open the Demographic Enrollment Template

- The Demographic Enrollment Template file was saved to our desktop
- The screenshot below is from the open template

	A	B	C	D	E	F	G	H	I	J	K
1	Student Demographics	Student Count	Demographic_Enrollment_WIN.csv	Current Date	RCDTS Code of Home School						
2	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
3	123456789		Legal Last Name Sample	Legal First Name Sample	*	jr	Mother's Maiden Name Sample	16	01	01/01/1990	Birth Place Name Sample
4											
5											
6											
7											
8											
9											

Batch Process Overview

- **Row # 1 – Updating the Header Row**
  - Column A, Row 1 (A1) – File Type (Student Demographics, etc.)
    - This cell cannot be updated.
  - Column B, Row 1 (B1) – Number of Student Records
    - This cell must be updated with a number. (While intended for a record count, any number can be used.)
  - Column C, Row 1 (C1) – File Name
    - This cell contains the file name and must end in .csv.
    - This file should contain the same file name used when the “Save A” action is performed.
  - Column D, Row 1 (D1) – File Sent Date
    - Enter the date the file is uploaded – use mm/dd/yyyy format.
  - Column E, Row 1 (E1) – RCDTS of User Submitting File (15 digits)
    - Enter the 15 digit RCDTS number of the user submitting the file.

Batch Process Overview

Updating the Header Row – Cells B1 through E1

	A	B	C	D	E	F	G
1	Student Demographics	1	Demographic Enrollment WIN.csv	06/17/2014	123456789876543		
2	Student ID	SAP ID	Legal Last Name	Legal First Name	Legal Middle Name	Lineage Code	
3	123456789		Legal Last Name Sample	Legal First Name Sample	*	jr	Mother's Maiden Name Sa
4							
5							
6							
7							

Note: This is the default name. You can change the file name to something easier.

Example: demo.csv

Note: Header row has been updated. The header row must be updated or the file will not upload.

Batch Process Overview

Adding Data to the Excel Template

- Data can be added to the template by typing it in or pasting from another source.
- Always use Paste Special “Values” when pasting into the templates. (If the “Values” option is not available, use Paste Special, or “Text” - you must add the actual data without including any additional formatting.)
- After data is submitted, it can be requested from SIS using the Request File function.
  - To request a file, login to SIS and Click the “Request File” link
  - Example: Creating a Demographic Enrollment file

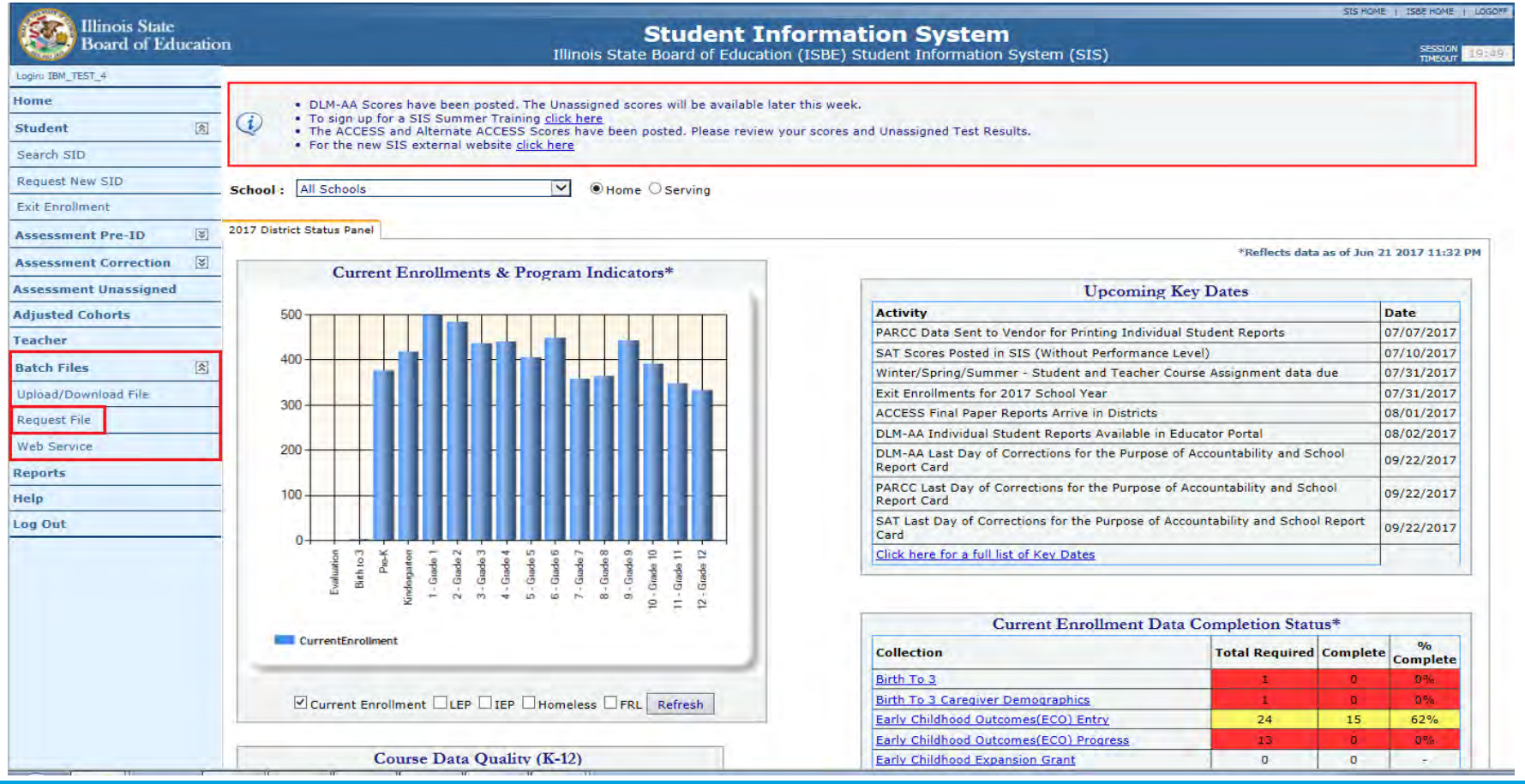
Batch Process Overview

Request District-Wide Student Data Files

- 504 Plan
- Adjusted Cohort Graduation Rate
- Assessment DLM-AA Pre-ID
- Assessment DLM-AA Correction
- Assessment DLM-AA Score
- Assessment IAR Pre-ID
- Assessment IAR Correction
- Assessment IAR Score
- Assessment PARCC Score
- Assessment SAT/PSAT Pre-ID
- Assessment SAT/PSAT Correction
- Assessment SAT/PSAT Score
- ACCESS Assessment Correction
- ACCESS Scores
- Alternate ACCESS Score
- Birth to 3 V2
- College and Career Readiness Indicator
- College Course Assignment
- Demographics and Early Childhood V3
- Early Childhood V3
- EL Screener
- EL Update
- Early Childhood Outcomes
- Exit Enrollment
- Explore
- Homeless
- Immigrant
- Outside Course Assignment
- Plan
- Pre-K Follow-Up
- Prenatal
- Preschool Student Course Assignment
- RSSP
- Service Provider
- Student Address
- Student Attendance
- Student Attendance V2
- Student Course Assignment
- Student Demographics
- Teacher Course Assignment Entry
- Teacher Course Assignment Exit

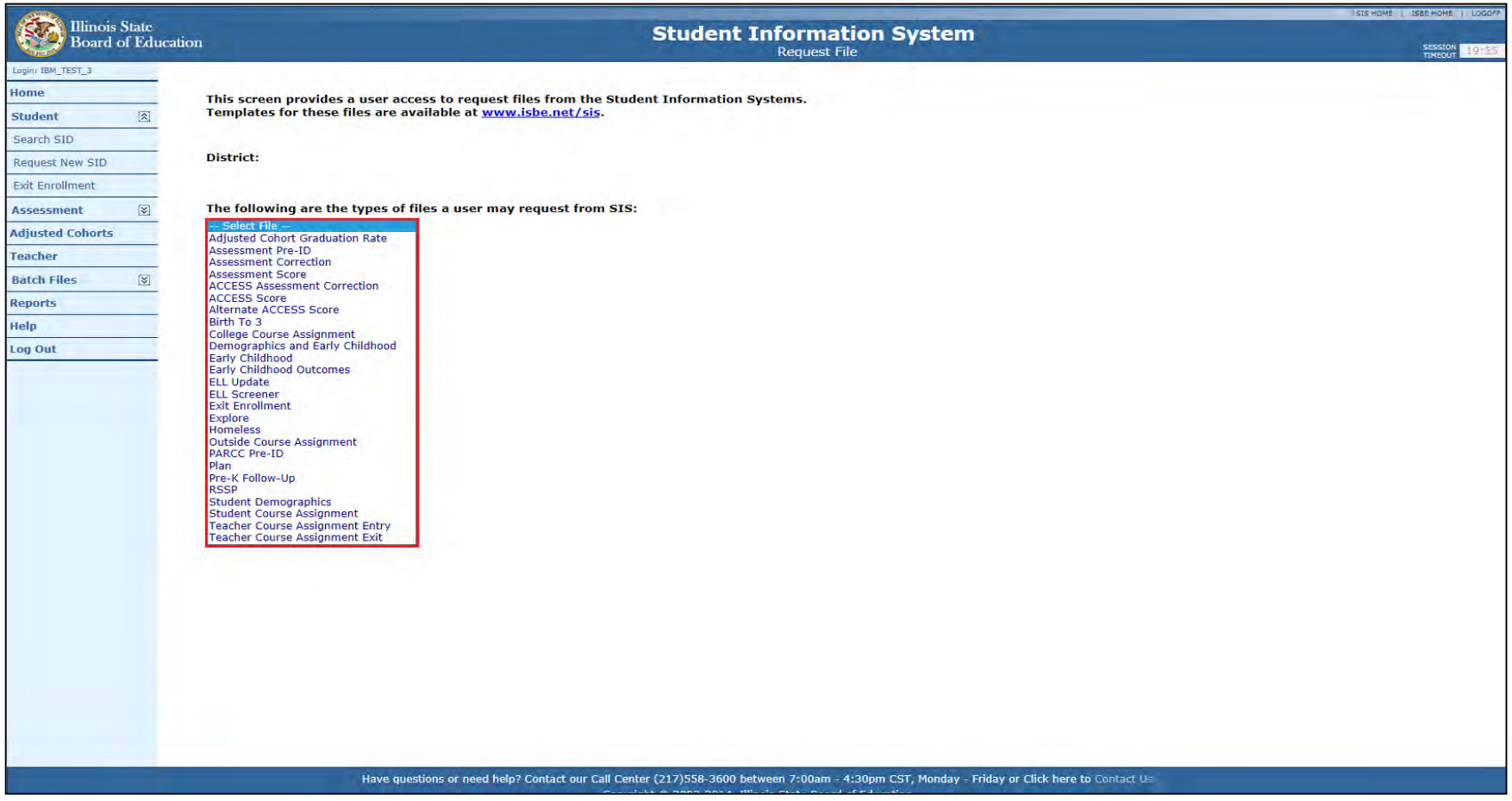
Batch Process Overview

SIS Homepage



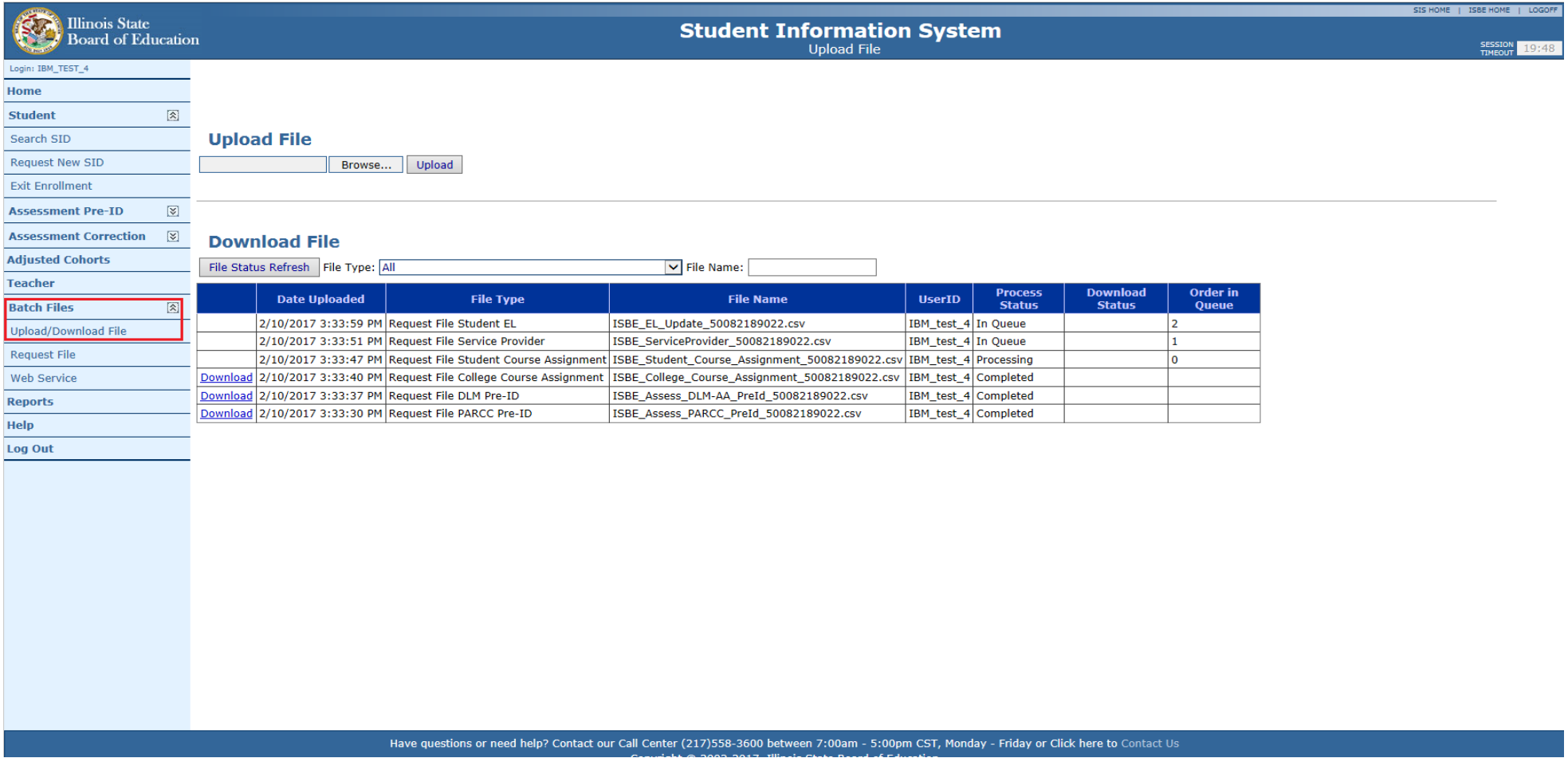
Batch Process Overview

Request File



Batch Process Overview

- **Batch File Status: Upload/Download Screens**



Batch Process Overview

ISBE Data Transfer Web Service for Batch Automation

This service is suitable for both LAN and Web applications and also works for ISBE Web Application Security System (IWAS) and Non-IWAS based systems. The web service provides a method for entities outside of ISBE to programmatically automate the sending and retrieving of batch data to any system. Any modern programming language should have the ability to call a web service to automate the sending and retrieving of batch data.

Each user of the web service will need a unique Activation Key which identifies the user and the system the batch data is associated with. Generally the ISBE system you are working with will provide a method for you to create an activation key.

The web service is hosted on a secure web server so all data transfers will be secure and encrypted so there is no need for external encryption or decryption of data.

All SIS formats are supported.

300+ Districts are currently using the web service.

Illinois State Board of Education

Questions?

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Thank You!