

Illinois State Board of Education



School Year 2023 Fall Update

Student Information System

December 5, 2022

Agenda

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- **Welcome / Introductions**
- **Fall Student and Teacher Course Assignment data due**
- **IAR Pre-ID Deadline**
- **SAT with Essay, PSAT 10, and PSAT 8/9 Pre-ID Deadline**
- **DLM-AA Pre-ID Deadline**
- **School Year 2023 Updates**
- **School Year 2024 Updates**
- **Upcoming Key Dates**
- **Districts' Next Steps**
- **Where to Direct Questions**



Welcome / Introductions

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Presenters

- **Adam Lowery**
IBM SIS Project Manager
- **Lindsey Walker**
IBM SIS Business Analyst
- **Tandi Turner**
ISBE SIS Business Analyst
- **Kory Schacht**
ISBE SIS Business Analyst
- **Roy Williamson**
ISBE SIS Business Analyst

ISBE Key Team Members

- **Madan Damodaran**
Director of Software Solutions
- **Sean Clayton**
Director of Assessment
- **Maureen Font**
Director of Data Strategies & Analytics

Other Members of the SIS Team

- **David Arends**
IBM SIS Business Analyst
- **Neli Kelley**
IBM SIS Development Team
- **Durga Vejju**
IBM SIS Development Team
- **Tim Damour**
IBM SIS Development Team
- **Samon Oum**
IBM SIS Data Analyst
- **Don Finch**
ISBE SIS IT Technical Lead
- **Preetam Priyadarshy**
IBM SIS Business Analyst



ISBE SIS Resources

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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
 - SIS Training Modules
 - Data Elements and Validations Document
 - File Format Layouts
 - Excel Templates
 - Tips for Completing (*Data Collection Name*) Template
 - Steps for Creating and Uploading (*Data Collection Name*)
 - Key Dates
 - Archived Meetings and Presentations
 - Frequently Asked Questions





Illinois State Board of Education

Fall Student and Teacher
Course Assignments Due
Deadline: January 13, 2023



Illinois State Board of Education

Student Course Assignment

Student Course Assignment

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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
- Serving school and Service Provider school can only view/edit courses for students they are serving



Student Course Assignment

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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

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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 K-12.

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



Student Course Assignment

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Key Date: January 13, 2023, by 4:00 p.m.

- Submit Fall Student Course Assignments without End Date/Final Grade
- Submit Fall College Course Assignments
- Submit Fall Teacher Course Assignment Entry Records
- Verify Teacher and Student Course Assignments

Student Course Assignment Resources:

<https://www.isbe.net/Pages/Illinois-State-Course-System.aspx>

- Student Course Assignment Catalog (K-12)



Student Course Assignment

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Use a Correct Course Code when providing High School Credit:

- 52052A000 Algebra I
 - If high school credit, use - 02052A000
- 52061A000 Integrated Mathematics I (prior-to-secondary)
 - If high school credit, use - 02062A000
- 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

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Term Definitions

- Y1 = Year Long (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
- Q2= Quarter 2
- Q3= Quarter 3
- Q4= Quarter 4
- Q5= Quarter Summer



Student Course Assignment

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

Code	Definition	Grades K – 8	Grades 9 – 12
02	Transfer to another public school within the district	N (26)	W (17)
03	Transfer to Home Schooled	N (26)	W (17)
04	Transfer to Private School	N (26)	W (17)
05	Promotion	Must be Provided	Must be Provided
06	Graduated		Must be Provided
07	Death	N (26)	W (17)
08	Expulsion	N (26)	W (17)
09	Dropped Out	N (26)	W (17)
10	Transfer to GED program	N (26)	W (17)
11	Moved, not known to be continuing	N (26)	W (17)
12	Retained in same grade or demoted to a lower grade	Must be Provided	Must be Provided
14	Aged Out		W (17)
15	Certificate of Completion		W (17)
16	Victim of a Violent Crime	N (26)	W (17)
17	Change in Serving School or Percent of Day Attended	N (26)	W (17)
18	Moved Out of the United States	N (26)	W (17)
19	Transfer to another public school district out of Illinois	N (26)	W (17)
20	Transfer to another public school district in Illinois	N (26)	W (17)
99	Erroneous enrollment	99	99



Student Course Assignment

Student Enrollments Tab– Student Course Assignment – select ‘View Details’ Link

The screenshot displays the SIS interface for the Illinois State Board of Education. The left sidebar contains navigation options such as Home, Student, Search, Request New SID, Multiple SID Merge, Exit Enrollment, Assessment, Adjusted Cohort, Teacher, Early Childhood Transition, Prenatal, Reports, and Batch File Processing. The main content area shows the 'Enrollments' tab for a student with SID 123456789. The student's legal name is 'Test Student'. The enrollment is active for the 2023 school year, with an entry grade level of 6 - Grade 6 and an enrollment date of 08/01/2022. The 'Student Course Assignment' link is highlighted with a red box, and the 'View Details' link is also visible. Other links include 'Student Attendance' and 'View Details'.

SID: 123456789	Legal Last Name: Test	Legal First Name: Student	Legal Middle Name:
Enrollments 1 2 3			
Enrollment is active			
School Year for Serving	2023	RCDTS for Home	123456789012345
Enrollment Type for Serving	Re-entry to the same school	RCDTS for Serving	123456789012345
Entry/Grade Level for Serving	6 - Grade 6	Percent of Day Attended (PDA)	1.00
Enrollment Date for Serving	08/01/2022	Tuition Received	No
Exit Date		Dual Language	Not A Participant in Dual Language Program
Exit Status		Language of Instruction	
Exit Type			
Collections			
Student Course Assignment	View Details	Student Attendance	View Details
Discipline	View Details		
Homeless		Regional Safe School Program	
504 Plan	View Details		

Student Course Assignment

Select 'Edit' to Add Courses

The screenshot shows the SIS (Student Information System) interface for the Illinois State Board of Education. The top navigation bar includes the logo and name of the Illinois State Board of Education, along with links for 'Helpful Resources' and 'Contact Technical Support'. The left sidebar contains a menu with options: 'SIS', 'IBM SIS Test User', 'Home', 'Student', 'Search', 'Request New SID', 'Multiple SID Merge', 'Exit Enrollment', and 'Assessment'. The main content area is titled 'Student Course Assignment' and displays the following student information:

SID: 123456789	Legal First Name: Student	Middle Name:	Enrollment Date: 08/01/2022
Legal Last Name: Test	Serving RCDTS: 123456789012345	Service Provider:	School Year: 2023
Home RCDTS: 123456789012345	Exit Date:		

A light blue informational box states: "To enter course data from the following facilities: Out-of-State, Out-of-Country, Home Schooled Students, Illinois Non-Public Schools, IVS Illinois Virtual School, and Correspondence Course, please use the *Outside Course Assignment* page."

Below this, it says "No Courses Assigned". At the bottom right of the main content area, there is a dark blue button labeled "Edit", which is highlighted with a red rectangular border.

Student Course Assignment

Select Subject Area, State Course Code and Academic Term – select ‘Add Course’

Illinois State Board of Education

Helpful Resources ▾ Contact Technical Support

SIS

IBM SIS Test User ▾

Home

Student ▾

Search

Request New SID

Multiple SID Merge

Exit Enrollment

Assessment ▾

Adjusted Cohort

Teacher

Early Childhood Transition

Prenatal

< Back To Enrollment

Student Course Assignment

SID: 123456789
Legal Last Name: Test Legal First Name: Student Middle Name: Enrollment Date: 08/01/2022
Home RCDTS: 123456789012345 Serving RCDTS: 123456789012345 Service Provider: School Year: 2023
Exit Date:

To enter course data from the following facilities: Out-of-State, Out-of-Country, Home Schooled Students, Illinois Non-Public Schools, IVS Illinois Virtual School, and Correspondence Course, please use the **Outside Course Assignment** page.

Subject Area: English Language And Literat ▾

State Course: 01001A000-English/Language Arts ... ⓘ

Academic Term: - Select - ▾

[View State Course Catalog](#)

Add Course

No Courses Assigned

Next Cancel

Student Course Assignment

Next 'Select' the course to update course data

The screenshot displays the SIS Student Course Assignment interface. At the top, the Illinois State Board of Education logo and navigation links are visible. The left sidebar contains menu items such as SIS, Home, Student, Assessment, and Reports. The main content area shows the student's details and a table of assigned courses. A red box highlights the 'Select' button in the 'Action' column of the course table.

Student Course Assignment

SID: 123456789
Legal Last Name: Test Legal First Name: Student Middle Name: Enrollment Date: 08/01/2022
Home RCDTS: 123456789012345 Serving RCDTS: 123456789012345 Service Provider: School Year: 2023
Exit Date:

To enter course data from the following facilities: Out-of-State, Out-of-Country, Home Schooled Students, Illinois Non-Public Schools, IVS Illinois Virtual School, and Correspondence Course, please use the *Outside Course Assignment* page.

Subject Area: English Language And Literature
State Course: 01001A000-English/Langu...
Academic Term: Y1 - Year Long

[View State Course Catalog](#) **Add Course**

Academic Term	State Course Id	State Course Title	Section	Start	End	Credit	Grade	Action
Year Long	01001A000	English/Language Arts I (9th grade)						Select Delete

Next **Cancel**

Student Course Assignment

Enter in the required fields: **Credit**, **Course Level**, **Start**, **Section** and **Course Setting**

- Course **End** and **Grade** should NOT be entered until the course has ended
- Select 'Update' in the top right corner

The screenshot shows the 'Add Course' form in the SIS system. The form is divided into several sections. The 'Action' section at the top right contains an 'Update' button (highlighted in red) and a 'Cancel' button. The 'Credit', 'Course Level', and 'Start' fields are highlighted in red. The 'Section' and 'Course Setting' fields are highlighted in green. The 'End' and 'Grade' fields are highlighted in green. The 'Update' button is highlighted in red. The 'Cancel' button is highlighted in red. The 'Next' and 'Cancel' buttons at the bottom right are highlighted in red.

Academic Term	State Course Id	State Course Title	Section	Start	End	Credit	Grade	Action
Academic Term	Year Long							Update Cancel
State Course Id	01001A000		Local Course Code					
State Course Title	English/Language Arts I (9th grade)		Local Course Title					
Credit			Section					
Course Level	- Select -		Course Setting					
Start			End					
Language Course Was Taught In	- Select -		Grade					
Numeric Grade Actual			Numeric Grade Maximum					
Attendance Actual			Attendance Total					
Dual Credit	<input type="radio"/> Yes <input checked="" type="radio"/> No		Articulated Credit	<input type="radio"/> Yes <input checked="" type="radio"/> No				
Competency Based Education	<input type="radio"/> Yes <input checked="" type="radio"/> No		Displaced Homemaker	<input type="radio"/> Yes <input checked="" type="radio"/> No				
Single Parents or Pregnant Women	<input type="radio"/> Yes <input checked="" type="radio"/> No							

Student Course Assignment

Continue Adding Courses, repeating slides 14 – 19, then Select 'Next'

Illinois State Board of Education | Helpful Resources | Contact Technical Support

SIS | IBM SIS Test User

[Back To Enrollment](#)

Student Course Assignment

SID: 123456789
Legal Last Name: Test | Legal First Name: Student | Middle Name: | Enrollment Date: 08/01/2022
Home RCDTS: 123456789012345 | Serving RCDTS: 123456789012345 | Service Provider: | School Year: 2023
Exit Date:

To enter course data from the following facilities: Out-of-State, Out-of-Country, Home Schooled Students, Illinois Non-Public Schools, IVS Illinois Virtual School, and Correspondence Course, please use the [Outside Course Assignment](#) page.

Subject Area: English Language And Literature
State Course: 01001A000-English/Language Arts I ...
Academic Term: Y1 - Year Long

[View State Course Catalog](#) [Add Course](#)

Academic Term	State Course Id	State Course Title	Section	Start	End	Credit	Grade	Action
Year Long	01001A000	English/Language Arts I (9th grade)	ABC	08/01/2021		1.000		Select Delete

[Next](#) [Cancel](#)

Student Course Assignment

Final Step – Select ‘Submit’ to save the courses entered

The screenshot shows the SIS interface for the Illinois State Board of Education. The user is logged in as 'IBM SIS Test User'. The page title is 'Student Course Assignment'. The student information is as follows:

- SID: 123456789
- Legal Last Name: Test, Legal First Name: Student, Middle Name: , Enrollment Date: 08/01/2022
- Home RCDTS: 123456789012345, Serving RCDTS: 123456789012345, Service Provider: , School Year: 2023
- Exit Date:

A light blue box contains the following text: "To enter course data from the following facilities: Out-of-State, Out-of-Country, Home Schooled Students, Illinois Non-Public Schools, IVS Illinois Virtual School, and Correspondence Course, please use the *Outside Course Assignment* page."

Academic Term	State Course Id	State Course Title	Section	Start	End	Credit	Grade
Year Long	01001A000	English/Language Arts I (9th grade)	ABC	08/01/2021		1.000	

At the bottom right, there are three buttons: 'Submit', 'Change', and 'Cancel'. The 'Submit' button is highlighted with a red box.

Student Course Assignment

The course assignment has been successfully updated.

The screenshot displays the SIS (Student Information System) interface for the Illinois State Board of Education. The page title is "Student Course Assignment". The user is logged in as "IBM SIS Test User". The main content area shows student details for SID 123456789, including legal name, first name, middle name, enrollment date, and school year. A blue notification box states: "To enter course data from the following facilities: Out-of-State, Out-of-Country, Home Schooled Students, Illinois Non-Public Schools, IVS Illinois Virtual School, and Correspondence Course, please use the *Outside Course Assignment* page." Below this, a red-bordered box highlights the message: "The course assignment has been successfully updated." A table below shows the course assignment details:

Academic Term	State Course Id	State Course Title	Section	Start	End	Credit	Grade
Year Long	01001A000	English/Language Arts I (9th grade)	ABC	08/01/2021		1.000	

An "Edit" button is located at the bottom right of the table.

Student Course Assignment

SIS Reports – Student Course Assignment

The screenshot shows the SIS Reports interface for the Illinois State Board of Education. The left sidebar contains a navigation menu with the following items: SIS, IBM SIS Test User, Home, Student, Assessment, Adjusted Cohort, Teacher, Early Childhood Transition, Prenatal, Reports (highlighted in red), and Batch File Processing. The main content area displays a list of reports under the 'Student and Teacher Reports' sub-menu (also highlighted in red). The 'Student Course Assignment' report is selected, and its 'Details' link is circled in red.

Report Name	Summary	Details
Teacher/Student Course Assignment - Course Information		Details
Student Course Assignment	Summary	Details
Student Information	Summary	Details
Teacher Course Assignment		Details
Teacher Course Assignment for Outplaced Students		Details
Student Outside Course Assignment		Details
College Course Assignment	Summary	Details
Competency Based Education Student Course Assignment	Summary	Details

Student Course Assignment

Student Course Assignment Report – Criteria page

The screenshot shows the SIS (Student Information System) interface for the Illinois State Board of Education. The page is titled "Student Course Assignment" and is part of a "Report" section. The left sidebar contains navigation options: Home, Student, Assessment, Adjusted Cohort, Teacher, Early Childhood Transition, Prenatal, Reports, Batch File Processing, District Data Verification, and Seal of Biliteracy Application. The main content area is titled "Student Course Assignment" and contains a form with the following fields and options:

- School Year: 2023
- School: ISBE Elem School
- Home: Home, Serving, Service Provider, Home But Not Serving, Serving But Not Home
- Grade: All Grades
- Subject Area: All Subject Areas
- State Course Code: All State Courses for selected Subject
- Academic Term: All Academic Terms
- Course Setting: All Course Settings
- Course Level: All Course Levels
- Language Course was Taught In: All Languages
- Articulated Credit: Both, Yes, No
- Dual Credit: Both, Yes, No
- Competency Based Education: Both, Yes, No
- IB Course: Both, Yes, No
- AP Course: Both, Yes, No
- CTE Course: Both, Yes, No
- Private School Student Indicator: Both, Yes, No
- Show Local Course Code: Yes, No

At the bottom of the form, there is a "PDF" dropdown menu and a "Create Report" button, both of which are highlighted with a red box.

Student Course Assignment

Student Course Assignment Report

2023 Student Course Assignment - Course Information (Detail)

SIS Home School: 123456798012345 ISBE Elem School

Selection Criteria: Show Local Course Codes – No Show Students – Yes

State Course Code: 51028A000	State Course Title: Language Arts (kindergarten)	Assigned By: School	CTE Course: N
Term: Year Long			
Section: 9336901			

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	CBE	Lang. Taught In
123456789	Test, Student	06/25/2016	No	123456789012345	K	General	Traditional	1.000	08/17/2021	No	No		/	/		No	000
123456789	Test, Student	09/03/2015	No	123456789012345	K	General	Traditional	1.000	08/17/2021	No	No		/	/		No	000
123456789	Test, Student	06/21/2016	No	123456789012345	K	General	Traditional	1.000	09/07/2021	No	No	09/12/2021	/	/	W	No	000





Illinois State Board of Education

College Course Assignment

College Course Assignment

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- College Course Assignments can be updated online or through the College Course Assignment Batch File to include the IPEDS number of the College providing the dual credit.
- To comply with Sections 2-3.144, 10-21.4 and 34-8 of the Illinois School Code, high school and unit district superintendents are required to complete and submit to the Illinois State Board of Education an annual survey that documents the number of high school students taking community college courses and the names of the courses taken.



College Course Assignment

Student Enrollments tab – Student Course Assignment – Select ‘View Details’ Link

The screenshot displays the SIS (Student Information System) interface for the Illinois State Board of Education. The left sidebar contains navigation options such as Home, Student, Assessment, Adjusted Cohort, Teacher, Early Childhood Transition, Prenatal, Reports, Batch File Processing, District Data Verification, and Seal of Biliteracy Application. The main content area is titled 'Enrollments' and shows details for a student with SID 123456789. The 'Enrollments' tab is active, and a table lists various enrollment details. A red box highlights the 'Student Course Assignment' link, which has a 'View Details' button next to it. Other links include 'Discipline View Details', 'Homeless View Details', '504 Plan View Details', and 'Student Attendance View Details'. An 'Add Enrollment' button is located at the bottom right of the main content area.

Field	Value	Field	Value
School Year for Serving	2023	RCDTS for Home	123456789012345
Enrollment Type for Serving	Transfer in from another District	RCDTS for Serving	123456789012345
Entry/Grade Level for Serving	12 - Grade 12	Percent of Day Attended (PDA)	0.50
Enrollment Date for Serving	08/11/2022	Tuition Received	No
Exit Date		Dual Language	Not A Participant in Dual Language Program
Exit Status		Language of Instruction	
Exit Type			

Student Course Assignment [View Details](#)

Discipline [View Details](#)

Homeless [View Details](#)

504 Plan [View Details](#)

Student Attendance [View Details](#)

Regional Safe School Program

[Add Enrollment](#)

College Course Assignment

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Enter in the required fields: **Credit**, **Course Level**, **Start**, **Section** and **Course Setting**

- Select Dual Credit 'yes'
- Select the Community College Course from the drop down
- Course **End** and **Grade** should NOT be entered until the course has ended
- Select 'Update' in the top right corner

Illinois State Board of Education

Helpful Resources Contact Technical Support

Academic Term: S1 - Semester 1

View State Course Catalog Add Course

Academic Term	State Course Id	State Course Title	Section	Start	End	Credit	Grade	Action
Academic Term	Semester 1							Update Cancel
State Course Id	02103A000	Local Course Code						
State Course Title	Trigonometry	Local Course Title						
Credit		Section						
Course Level	- Select -	Course Setting						
Start		End						
Language Course Was Taught In	- Select -	Grade						
Numeric Grade Actual		Numeric Grade Maximum						
Attendance Actual		Attendance Total						
Dual Credit	<input checked="" type="radio"/> Yes <input type="radio"/> No	Community College Course						
Competency Based Education	<input type="radio"/> Yes <input checked="" type="radio"/> No	Articulated Credit						
Single Parents or Pregnant Women	<input type="radio"/> Yes <input type="radio"/> No	Displaced Homemaker						

Next Cancel



College Course Assignment

College course assignment has been successfully updated.

The screenshot displays the SIS (Student Information System) interface for the Illinois State Board of Education. The top navigation bar includes the logo and name of the Illinois State Board of Education, along with links for 'Helpful Resources' and 'Contact Technical Support'. A left-hand sidebar contains navigation options: SIS, IBM SIS Test User, Home, Student, Assessment, Adjusted Cohort, Teacher, Early Childhood Transition, Prenatal, and Reports. The main content area is titled 'Student Course Assignment' and includes a 'Back To Enrollment' link. It displays student information: SID: 123456789, Legal Last Name: Test, Legal First Name: Student, Middle Name: (blank), Enrollment Date: 08/11/2022, Home RCDTS: 123456789012345, Serving RCDTS: 123456789012345, Service Provider: (blank), and School Year: 2023. A light blue informational box states: 'To enter course data from the following facilities: Out-of-State, Out-of-Country, Home Schooled Students, Illinois Non-Public Schools, IVS Illinois Virtual School, and Correspondence Course, please use the *Outside Course Assignment* page.' Below this, a red-bordered box highlights the message: 'The course assignment has been successfully updated.' A table lists the course assignment details:

Academic Term	State Course Id	State Course Title	Section	Start	End	Credit	Grade
Semester 1	02103A000	Trigonometry	123	08/11/2021		0.500	

An 'Edit' button is located at the bottom right of the table.

College Course Assignment

College Course Assignment Reports

The screenshot shows the SIS (State Information System) interface for the Illinois State Board of Education. The left sidebar contains a navigation menu with the following items: SIS, IBM SIS Test User, Home, Student, Assessment, Adjusted Cohort, Teacher, Early Childhood Transition, Prenatal, Reports (highlighted in red), Batch File Processing, and District Data Verification. The main content area displays a list of reports under the 'Course Assignments' and 'Student and Teacher Reports' categories. The 'College Course Assignment' report is highlighted in red, and its 'Details' link is circled in red.

Report Name	Summary	Details
Teacher/Student Course Assignment - Course Information		Details
Student Course Assignment	Summary	Details
Student Information	Summary	Details
Teacher Course Assignment		Details
Teacher Course Assignment for Outplaced Students		Details
Student Outside Course Assignment		Details
College Course Assignment	Summary	Details
Competency Based Education Student Course Assignment	Summary	Details

College Course Assignment

College Course Assignment Reports – Criteria page

The screenshot displays the SIS interface for the Illinois State Board of Education. The top navigation bar includes the logo and name of the Illinois State Board of Education, along with links for 'Helpful Resources' and 'Contact Technical Support'. The left sidebar contains a menu with options: SIS, IBM SIS Test User, Home, Student, Assessment, Adjusted Cohort, Teacher, Early Childhood Transition, Prenatal, Reports, Batch File Processing, District Data Verification, Seal of Biliteracy Application, and Log Out. The main content area is titled 'College Course Assignment' and features a 'Back To Reports' link. Below this, there are several filter criteria: School Year (2023), School (All Schools), Grade (All Grades), Subject Area (All Subject Areas), State Course Code (All State Courses for selected Sub.), Academic Term (All Academic Terms), Course Setting (All Course Settings), Course Level (All Course Levels), Articulated Credit (Both selected), CTE Course (Both selected), and Private School Student Indicator (Both selected). At the bottom of the form, there is a dropdown menu set to 'PDF' and a 'Create Report' button, both of which are highlighted with a red border.

College Course Assignment

College Course Assignment Report

2023 College Course Assignment - Course Information (Detail)

SIS Home District: 12345678901 ISBE Test District

Selection Criteria:

IPEDS #: 123456- ISBE College

Term		State Course Code		Section		State Course Title								
Semester 1		02103A000		123		Trigonometry								
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	Test, Student	09/04/2003	No	123456789012345	12	General	Other	0.500	08/11/2021	No	08/15/2021	/	/	B
123456789	Test, Student	09/03/2003	No	123456789012345	12	General	Other	0.500	08/11/2021	No	08/15/2021	/	/	B
123456789	Test, Student	09/16/2003	No	123456789012345	12	General	Other	0.500	08/11/2021	No	08/15/2021	/	/	B





Illinois State Board of Education

Teacher Course Assignment

Teacher Course Assignment

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- 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 Entry Must include:
 - **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

Removing EIS Position Codes: 601 – 699

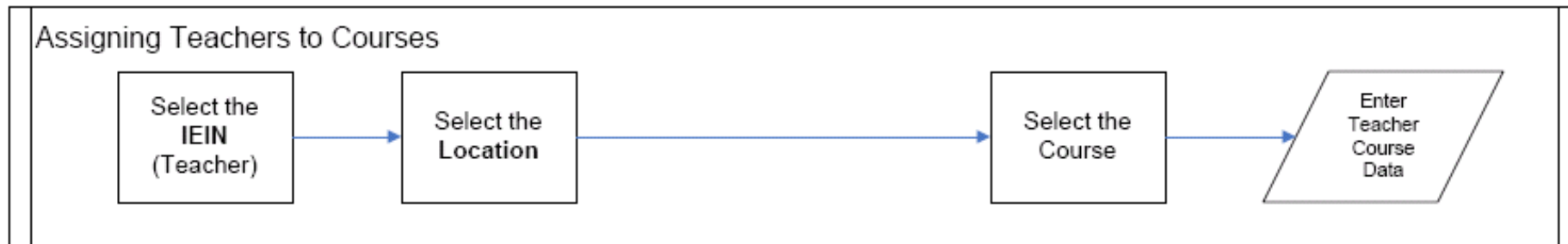
Starting School Year 2024 - Only EIS Position Codes: (200 – 251) can be submitted

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 Online Process



Teacher Course Assignment

Search Teacher – select Teaching Location or Employer at the top of the screen

The screenshot shows the SIS interface for searching teachers. The left sidebar contains navigation options: Home, Student, Assessment, Adjusted Cohort, Teacher (highlighted with a red box), Early Childhood Transition, Prenatal, and Reports. The main content area is titled "Teacher Course Assignment - Search Teacher" and features a "Search By" section with radio buttons for "Teaching Location" (selected) and "Employer". Below this, there are search fields for "IEIN", "Legal Last Name", "Legal First Name", and "Date of Birth" (with a format hint "(mm/dd/yyyy) - Optional"). A "Search" button is located at the bottom right of the search area, also highlighted with a red box.

Teacher Course Assignment

Potential Match Summary – ‘Select’ link to correct Teacher record

The screenshot displays the 'Teacher Course Assignment - Search Teacher' interface. The search criteria are as follows:

- Search By: Teaching Location Employer
- IEIN: 1234567
- Legal Last Name: Test
- Legal First Name: (empty)
- Date of Birth: (empty)

The search results table is shown below:

IEIN	Last Name	First Name	Middle Initial	Date of Birth	Gender	Action
1234567	Test	Teacher		01/01/1975	NA	Select

Teacher Course Assignment

Expand to Add New Teaching Location – Select ‘Add’

Teacher Course Assignment - Assignment History

IEIN: 1234567
Legal Last Name: Test Legal First Name: Teacher Date Of Birth: 01/01/1975

School Year	Employer Name	Employer RCDTS	Teaching Location	Teaching RCDTS	Action
2022	ISBE Test District	123456789012345	ISBE Elem School	123456789012345	Select

Add New Teacher Location

School Year: 2023

Teaching Location

RCDT: 12345678901

Region: ISBE Elem School Category: Public Districts District: ISBE Test District

School: [Dropdown]

Employer

Same as Teaching Location

Enter 15 digit RCDTS Code

Select Region, Category, District and School

Region: -- Select Region --

Category: [Dropdown]

District / Entity: [Dropdown]

School: [Dropdown]

Add

Teacher Course Assignment

Select 'Add Course' to update Teacher Course Assignments

The screenshot displays the SIS interface for the Illinois State Board of Education. The top navigation bar includes the logo and name of the Illinois State Board of Education, along with links for 'Helpful Resources' and 'Contact Technical Support'. The left sidebar contains navigation options: SIS, IBM SIS Test User, Home, Student, Assessment, Adjusted Cohort, Teacher, and Early Childhood Transition. The main content area is titled 'Teacher Course Assignment - Assignment History' and includes a 'Back To Teacher History' link. The page displays the following information for a teacher:

- IEIN: 1234567
- Legal Last Name: Test
- Legal First Name: Teacher
- Date Of Birth: 01/01/1975
- Teaching Location RCDTS: 123456789012345
- Teaching Location Name: ISBE Elem School
- School Year: 2023
- Employer Location RCDTS: 123456789012345
- Employer Location Name: ISBE Elem School

An 'Add Course' button is highlighted with a red box. Below the information, it states 'No courses assigned'.

Teacher Course Assignment

Add data for New Teacher Course Assignment – select ‘Submit’

Add New Teacher Course Assignment

Subject Area

State Course

Academic Term

[View State Course Catalog](#)

Section Number

Start Date

Local Course Code - Optional

Local Course Title - Optional

EIS Position Code

Teacher Commitment

End Date - Optional until exit or previous school year

End Reason - Optional until exit or previous school year

Attendance Total - Optional

Attendance Actual - Optional

[Close](#)



Teacher Course Assignment

Teacher course is now in view and editable or repeat steps to Add New Teacher Location

Illinois State Board of Education

Helpful Resources ▾ Contact Technical Support

SIS

IBM SIS Test User ▾

Home

Student ▾

Assessment ▾

Adjusted Cohort

Teacher

Early Childhood Transition

< Back To Search

Teacher Course Assignment - Assignment History

IEIN: 1234567
Legal Last Name: Test Legal First Name: Teacher Date Of Birth: 01/01/1975

School Year	Employer Name	Employer RCDTS	Teaching Location	Teaching RCDTS	Action
2023	ISBE Test District	123456789012345	ISBE Elem School	123456789012345	Select

Add New Teacher Location ▾

Teacher Course Assignment

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Submit Teacher Course Assignments

- When Teacher Course Assignment is submitted first, at the end of the school year, the system will automatically exit the Teacher Course Assignment if all the corresponding Student Course Assignments are exited
- SIS will populate the Teacher Course Assignment “Course End Date” and “Reason for Exit”
 - 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

The screenshot shows the SIS interface with the following elements:

- Header: Illinois State Board of Education logo and navigation links for "Helpful Resources" and "Contact Technical Support".
- Left Sidebar: Navigation menu with "Reports" highlighted in red.
- Main Content Area: A tree view of reports with "Course Assignments" and "Student and Teacher Reports" highlighted in red. Under "Student and Teacher Reports", "Teacher Course Assignment" is highlighted in red, and its "Details" link is circled in red.

Regional Safe School		
Special Education		
Course Assignments		
Student and Teacher Reports		
Teacher/Student Course Assignment - Course Information		Details
Student Course Assignment	Summary	Details
Student Information	Summary	Details
Teacher Course Assignment		Details
Teacher Course Assignment for Outplaced Students		Details
Student Outside Course Assignment		Details
College Course Assignment	Summary	Details
Competency Based Education Student Course Assignment	Summary	Details
Missing Courses		
Summative Designation		
State Reporting		
Prenatal		

Teacher Course Assignment

Teacher Course Assignment Report – Criteria page

The screenshot shows the SIS interface for the Teacher Course Assignment Report. The left sidebar contains navigation options: SIS, IBM SIS Test User, Home, Student, Assessment, Adjusted Cohort, Teacher, Early Childhood Transition, Prenatal, Reports, and Batch File Processing. The main content area is titled 'Teacher Course Assignment' and includes a 'Back To Reports' link. The criteria are as follows:

- School Year: 2023
- School: All Schools
- Employer: Employer, Teaching Location: Teaching Location
- Subject Area: All Subject Areas
- Academic Term: All Academic Terms
- EIS Position Code: All
- Sort By: Name

At the bottom, there is a dropdown menu set to 'PDF' and a 'Create Report' button, both highlighted with a red border.

Teacher Course Assignment

SIS Reports – Teacher Course Assignment

2023 Teacher Course Assignment Teacher Information

12345678901 ISBE Test District
Selection Criteria: Sorted By: Name

EIS Position Code:	251 Bilingual Special Education Teacher	605 Resource Teacher Reading
200 Teacher	305 Classroom/Library Aide	606 Resource Teacher Math
201 Reading Teacher	312 Technology Specialist	607 Resource Teacher Science (all sciences)
202 Bilingual Education Teacher	379 School Social Worker	608 Resource Teacher Foreign Language
203 English as a Second Language Teacher	601 Resource Teacher Arts (Visual Art, Music, Drama and Theatre)	609 Resource Teacher Economics
204 Visiting International Teacher	602 Resource Teacher History	610 Resource Teacher Elementary
207 Speech Language Pathology Teacher	603 Resource Teacher Government/Civics/Political Science	611 Resource Teacher Other
208 Career and Technical Educator (CTE)	604 Resource Teacher English/Language Arts	699 Citywide Resource Teacher (CPS use only)
250 Special Education Teacher		

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

IEIN:1234567 Teacher Name: Test, Teacher Birth Date: 01/01/1975 Teaching Location RCDTS: 123456789012345

State Course Code-Title	Local Course Code-Title	Term	Section	Employer RCDTS	EIS Position Code	Teacher Commitment	Start Date	Attendance A / T	Exit Date	Exit Reason
06101A000-Spanish I	FAU52/7F1-SPANISH	S1	929777F1	123456789012345	200	1.00	08/17/2021	80 80	12/18/2021	01
06101A000-Spanish I	FAU52/8A1-SPANISH	S1	929778A1	123456789012345	200	1.00	08/17/2021	80 80	12/18/2021	01
06101A000-Spanish I	FAU52/6A1-SPANISH	S1	929776A1	123456789012345	200	1.00	08/17/2021	80 80	12/18/2021	01
06101A000-Spanish I	FAU52/6H1-SPANISH	S1	929776H1	123456789012345	200	1.00	08/17/2021	80 80	12/18/2021	01
06101A000-Spanish I	FAU52/7A1-SPANISH	S1	929777A1	123456789012345	200	1.00	08/17/2021	80 80	12/18/2021	01

Total Course Assignments: 5

IEIN:1234567 Teacher Name: Test, Teacher2 Birth Date: 01/01/1975 Teaching Location RCDTS: 123456789012345

State Course Code-Title	Local Course Code-Title	Term	Section	Employer RCDTS	EIS Position Code	Teacher Commitment	Start Date	Attendance A / T	Exit Date	Exit Reason
19101A001-Cosmetology I	86401/001-BEG COSMETOLOGY S1	S1	91361001	123456789012345	200	1.00	08/17/2021	22 22	09/16/2021	01
19101A001-Cosmetology I	86501/001-COSMETOLOGY I	S1	91366001	123456789012345	200	1.00	08/17/2021	22 22	09/16/2021	01
19101A001-Cosmetology I	86401F/001-BEG COS SM 1	S1	91362001	123456789012345	200	1.00	08/17/2021	22 22	09/16/2021	01

Total Course Assignments: 3





Illinois State Board of Education

Verify Teacher/Student Course Assignments

Verifying Student/Teacher Course Assignments

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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

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Current SIS District Status Panel

- Helps identify courses that are missing or not tied to a Teacher Course Assignment

Course Data Quality (K-12)	
Unique Course Count	1
Courses Missing Students	1
Courses Missing Teachers	0
Students Missing Courses	29



Verifying Student/Teacher Course Assignments

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Verify that the Teacher and Student Course Assignments are submitted correctly

Student Course Assignment – Course Information Report (Summary)

- Total count of classes per student: Review report to ensure students have the correct number of courses
All students Grades 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
 - Add Teacher Course Assignment using the corresponding School Year, Teaching Location, State Course Code, Term, and Section Number

Verifying Student/Teacher Course Assignments

51

Courses with Teachers but No Students (Detail)

- The report displays Teacher Course Assignment records that do not have a corresponding Student Course Assignment record
 - 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

Helpful Resources ▾ Contact Technical Support

SIS

IBM SIS Test User 4 ▾

Home

Student ▾

Assessment ▾

Adjusted Cohort

Teacher

Early Childhood Transition

Prenatal

Reports

Batch File Processing ▾

District Data Verification ▾

Seal of Biliteracy Application

Log Out ↗

Reports

Search Reports...

Student ▾

Course Assignments ▾

Student and Teacher Reports ▾

Teacher/Student Course Assignment - Course Information Details

Student Course Assignment Summary Details

Student Information Summary Details

Teacher Course Assignment Details

Teacher Course Assignment for Outplaced Students Details

Student Outside Course Assignment Details

College Course Assignment Summary Details

Competency Based Education Student Course Assignment Summary Details

Missing Courses ▾

Students with no Course Assignments Details

Courses with Teachers but no Students Summary Details

Courses with Students but no Teachers Summary Details

Grades 3-12 Missing Final Letter Grade Summary Details

Summative Designation ▾

State Reporting ▾

Prenatal ▾

Miscellaneous Reporting ▾

Agency Information Accessibility Privacy Policy Careers at ISBE

Verifying Student/Teacher Course Assignments

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Fall Data - Teacher Course Assignment Grades K-12 is due January 13, 2023

- Fall Data consists of Terms Y1, S1, T1 (Possibly T2), Q1, and Q2

Fall Data - Student Course Assignment Grades K-12 is due January 13, 2023

- Fall Data consists of Terms Y1, S1, T1 (Possibly T2), Q1, and Q2

Remaining Student and Teacher Assignment Data is due July 31, 2023



Illinois State Board of Education

ACCESS Pre-ID

ACCESS Pre-ID

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- ACCESS pre-ID was sent on November 4, 2022
- Included all students identified as EL = Yes
- Based on the rules above the SIS ACCESS Pre-ID reports display the students that were sent to the vendor
- Testing Window 01/11/2023 to 02/28/2023



ACCESS Pre-ID

ACCESS Pre-ID Report

The screenshot shows the SIS interface for the Illinois State Board of Education. The left sidebar contains a navigation menu with items like Home, Student, Assessment, Adjusted Cohort, Teacher, Early Childhood Transition, Prenatal, Reports, and Batch File Processing. The 'Reports' section is active. The main area displays a list of reports under the 'Bilingual' category. The 'ACCESS Pre-Id' report is highlighted, and its 'Details' link is circled in red.

Report Name	Summary	Details
EL Screener	Summary	Details
EL	Summary	Details
ACCESS WIDA DRC Site File and Testing Waiver		Details
ACCESS Pre-Id	Summary	Details
ACCESS Assessment Correction	Summary	Details
ACCESS Score	Summary	Details
Student EL History	Summary	Details
Former EL Students Report		Details

ACCESS Pre-ID Report

ACCESS Pre-ID Report

2023 ACCESS Pre-ID (Detail)

SIS Home District: 12345678901 ISBE Test District

Sorted By: Name

Columns		B	Gender	D	Ethnicity	F	Migrant Indicator	H	IDEA Services		
A	Birth Date	C	Enrollment Grade	E	Native Language	G	EL Indicator				
Student ID	Student Name	Home RCDTS	Serving RCDTS	A	B	C	D	E	F	G	H
123456789	Test, Student	123456789012345	123456789012345	09/19/2013	N	3 - Grade 3	Two or More Races	Apache	N	Y	N
123456789	Test, Student 2	123456789012345	123456789012345	09/19/2013	M	3 - Grade 3	Two or More Races	Apache	N	Y	N
123456789	Test, Student 3	123456789012345	123456789012345	09/16/2013	N	3 - Grade 3	Two or More Races	Apache	N	Y	N





Illinois State Board of Education

January 27, 2023 Deadline

IAR (Illinois Assessment of Readiness) Pre-ID

Pre-ID for Grades 3-8:

- IAR Pre-ID records for both ELA and Mathematics will be created for all Grades 3-8 students who do not have Alternate Assessment =Yes on Program Indicators page.
- IAR Accommodations/Accessibility features are NOT entered into SIS.
- IAR Accommodations/Accessibility features are entered directly into vendor site, PearsonAccess^{next} (PAN).
 - Test Format, Session Name, and Class Name are also entered directly into the vendor site, PAN.
- The Testing RCDTS and Student Demographics will still be updated in SIS.
- All enrollments need to be added in SIS and will update in PAN to create the student registration record.



IAR Pre-ID

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IAR Pre-ID Step 1 - Select Testing Window

Illinois State Board of Education

Helpful Resources ▾ Contact Technical Support

SIS

IBM SIS Test User ▾

Home

Student ▾

Assessment ▾

Pre-ID ▾

ACCESS

DLM-AA

IAR

KIDS

SAT/PSAT

Correction ▾

IAR Search Criteria Assessment Year: 2023

1. Select Testing Window by *district* or *school*: Select Testing Window

2. SID

AND AT LEAST ONE BELOW

Legal Last Name

Legal First Name

Date of Birth (mm/dd/yyyy)

3. To send IAR Pre-ID updates by district or school: Transmit Pre-ID data to Vendor

IAR Pre-ID

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IAR Pre-ID Step 1 - Verify Testing Window is correct. Edit Testing Window as needed (e.g., if you finish early, adjust the end date)

[← Back To IAR Search Criteria](#)

Select Testing Window

Testing School

The IAR testing window (Spring) is March 06, 2023 (earliest) - April 21, 2023 (latest).
Provide a Start Date and End Date within this window.
If testing actually starts or ends earlier or later than anticipated, adjust the Start Date and/or End Date accordingly.

Start Date

End Date

Apply Testing Window to all schools in the district.

Submit



IAR Pre-ID

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IAR Pre-ID Step 1 - Test Window Report

Illinois State Board of Education

Helpful Resources ▾ Contact Technical Support

SIS

IBM SIS Test User ▾

Home

Student ▾

Assessment ▾

Adjusted Cohort

Teacher

Early Childhood Transition

Prenatal

Reports

Search Reports...

Student ▾

Assessment ▾

Assessment Enrollment Verification ▾

Illinois Assessment of Readiness (IAR) ▾

IAR Assessment and Test Window - STEP 1		Details
IAR Assessment Pre-ID - STEP 2	Summary	Details
IAR Assessment Correction	Summary	Details
IAR Assessment Scores	Summary	Details
IAR Assessment Scores Grid	Summary	

IAR Pre-ID

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IAR Pre-ID Step 1 - Test Window Report

Illinois State Board of Education Student Information System

2023 IAR Test Window Report

SIS Home District: 12345678901 ISBE Test District

Testing School: 123456789012345 ISBE Elem School

Test Window: 03/06/2023 - 04/21/2023

Testing School: 123456789012345 ISBE Charter School

Test Window: 03/06/2023 - 04/21/2023

Testing School: 123456789012345 ISBE High School

Test Window: 03/06/2023 - 04/21/2023



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)

- When a student's enrollment is exited, the student will be removed from the IAR Pre-ID report
- When a student's enrollment is added, the student will be added on the appropriate Pre-ID report, based on the enrollment Grade Level and Alternate Assessment indicator.



IAR Pre-ID

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IAR Pre-ID Step 2 – search by student to update Testing School

Illinois State Board of Education

Helpful Resources Contact Technical Support

SIS

IBM SIS Test User

Home

Student

Assessment

Pre-ID

ACCESS

DLM-AA

IAR

KIDS

SAT/PSAT

Correction

IAR Search Criteria

Assessment Year: 2023

1. Select Testing Window by *district or school*: Select Testing Window

2. SID

AND AT LEAST ONE BELOW

Legal Last Name

Legal First Name

Date of Birth (mm/dd/yyyy)

3. To send IAR Pre-ID updates by district or school: Transmit Pre-ID data to Vendor

Search

IAR Pre-ID

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IAR Pre-ID Step 2 – update Testing School and select ‘Submit’

The screenshot shows the 'IAR Pre-ID Report Update' form in the SIS system. The left sidebar contains navigation options: Home, Student, Assessment, Pre-ID (with sub-options ACCESS, DLM-AA, IAR, KIDS, SAT/PSAT), Correction, and Unassigned. The main content area displays student information: SID: 123456789, Legal Last Name: Test, Legal First Name: Student, Middle Name: (blank), Grade: 03, Home RCDTS: 123456789012345, Serving RCDTS: 123456789012345, Testing RCDTS: 123456789012345, and School Year: 2023. Below this is a 'Testing School' section with three radio button options: 'Same as Home RCDTS' (selected), 'Same as Serving RCDTS', and 'Enter the 15 digit RCDTS code'. The third option is followed by a text input field. Below these are three dropdown menus for 'Region', 'Category', and 'District/Entity', and a 'School' dropdown menu. A 'Submit' button is located at the bottom right of the form.

Illinois State Board of Education

Helpful Resources Contact Technical Support

SIS

IBM SIS Test User

Home

Student

Assessment

Pre-ID

ACCESS

DLM-AA

IAR

KIDS

SAT/PSAT

Correction

Unassigned

Log Out

Back To IAR Search Criteria

IAR Pre-Id Report Update

SID: 123456789

Legal Last Name: Test Legal First Name: Student Middle Name: Grade: 03

Home RCDTS: 123456789012345 Serving RCDTS: 123456789012345 Testing RCDTS: 123456789012345 School Year: 2023

Link to Data Elements

Testing School

Same as Home RCDTS Same as Serving RCDTS

Enter the 15 digit RCDTS code

Select Region, Category, District and School

Region

Category

District/Entity

School

Submit



IAR Pre-ID

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IAR Pre-ID Step 2 Reports

Illinois State Board of Education

Helpful Resources ▾ Contact Technical Support

SIS

IBM SIS Test User ▾

Home

Student ▾

Assessment ▾

Adjusted Cohort

Teacher

Early Childhood Transition

Prenatal

Reports

Reports

Search Reports...

Student ▾

Assessment ▾

Assessment Enrollment Verification ▾

Illinois Assessment of Readiness (IAR) ▾

IAR Assessment and Test Window - STEP 1 Details

IAR Assessment Pre-ID - STEP 2 Summary Details

IAR Assessment Correction Summary Details

IAR Assessment Scores Summary Details

IAR Assessment Scores Grid Summary

DLM-AA ▾

IAR Pre-ID

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IAR Pre-ID Reports – Criteria Page

Illinois State Board of Education

Helpful Resources ▾ Contact Technical Support

SIS

IBM SIS Test User ▾

Home

Student ▾

Assessment ▾

Adjusted Cohort

Teacher

Early Childhood Transition

Prenatal

Reports

Batch File Processing ▾

District Data Verification ▾

Seal of Illness Application

< Back To Reports

IAR Assessment Pre-ID - STEP 2

School Year: 2023 ▾

School: All Schools ▾

Home Serving Testing

Grade: All Grades ▾

Content Area: Both ELA Mathematics

Test Code: All ▾

EL Indicator (from SIS): Both Yes No

Accommodation 504 (from SIS): Both Yes No

IDEA Services (from SIS): Both Yes No

Sort By: Name ▾

PDF ▾ **Create Report**

IAR Pre-ID

IAR Assessment Pre-ID Report

2023 Illinois Assessment of Readiness Pre-ID (Detail)

SIS Home District: 12345678901 ISBE Test District

Selection Criteria: None Sorted By: Student Name

Columns		Test Code:	
A	EL Indicator (from SIS)	MAT0X	Grade X Mathematics
B	Accommodation 504 (from SIS)	ELA0X	Grade X ELA/Literacy
C	IDEA Services (from SIS)		

Test Code	SIS Home School	Serving School	Testing School	A	B	C
-----------	-----------------	----------------	----------------	---	---	---

Student ID: 123456789 **Name:** Test, Student **Date of Birth:** 09/12/2013

ELA03/MAT03	123456789012345	123456789012345	123456789012345	N	N	N
-------------	-----------------	-----------------	-----------------	---	---	---

Student ID: 123456789 **Name:** Test, Student 2 **Date of Birth:** 09/28/2013

ELA03/MAT03	123456789012345	123456789012345	123456789012345	N	N	N
-------------	-----------------	-----------------	-----------------	---	---	---

IAR Pre-ID – Testing Window

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IAR Testing Window:

- Online: March 6, 2023 (earliest) – April 21, 2023 (latest)
- Paper: March 6, 2023 (earliest) – April 7, 2023 (latest)



Illinois State Board of Education

SAT with Essay, PSAT 10 & PSAT 8/9 Pre-ID

SAT with Essay, PSAT 10 & PSAT 8/9 Pre-ID

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All students identified in grades 9, 10, and 11 in SIS are required to test.

- Students in grade 9 must take PSAT 8/9.
- Students in grade 10 must take PSAT 10.
- Students in grade 11 must take SAT with Essay.
- Some students in grade 12 must also take SAT with Essay.
This flow chart details which grade 12 students will be added automatically to the Pre-ID:
https://www.isbe.net/Documents/Grade_12_Testers_Flow_Chart.pdf

If a student is scheduled to take DLM-AA instead:

- Update the Alternate Assessment (DLM-AA) indicator to 'Yes' in the Program Indicators tab in SIS. Changing this indicator to 'Yes' will automatically move the student to the DLM-AA Pre-ID. The IDEA Services indicator must also be set to 'Yes' to set the test to DLM-AA.

SAT, PSAT 10 & PSAT 8/9 Pre-ID data elements are available in SIS at

<https://www.isbe.net/Documents/sat-pre-id.pdf>



SAT with Essay, PSAT 10 & PSAT 8/9 Pre-ID

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- Spring 2023 test dates are available at <https://www.isbe.net/Documents/State-Assessment-Dates-2022-23.pdf>, and a spring 2023 SAT/PSAT General Timeline is available at <https://www.isbe.net/Documents/SAT-PSAT-general-timeline-2023.pdf>.
- Pre-ID labels for student answer sheets will be shipped for all students who are included in the Pre-ID file by the deadlines listed below:
 - **January 6, 2023** - SAT with Essay student records will be captured for schools using the March 22, 2023, Primary SAT with Essay test date.
 - **January 20, 2023** - SAT with Essay student records will be captured for schools using the April 12, 2023, Primary SAT with Essay test date.
 - **January 20, 2023** - PSAT 10 and PSAT 8/9 student records will be captured for all schools.
- The spring 2023 SAT/PSAT established test sites list is posted on the ISBE SAT/PSAT website: <https://www.isbe.net/Documents/SAT-PSAT-Test-Sites-2023.pdf>
- SIS will flag any Pre-ID record with an “E” (error) if the Testing RCDTS is not on the spring 2023 SAT/PSAT established test sites list. If not corrected, SIS will send the Home RCDTS to College Board.



SAT with Essay, PSAT 10 & PSAT 8/9 Pre-ID

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Search by student to update the Testing School.

The screenshot displays the SIS (State Information System) interface for the Illinois State Board of Education. The top navigation bar includes the logo and name of the Illinois State Board of Education, along with links for 'Helpful Resources' and 'Contact Technical Support'. The left sidebar menu is highlighted, showing options for 'SIS', 'IBM SIS Test User', 'Home', 'Student', 'Assessment', 'Pre-ID', 'ACCESS', 'DLM-AA', 'IAR', and 'KIDS'. The 'Assessment' and 'Pre-ID' items are highlighted with a red box. The main content area is titled 'SAT/PSAT Search Criteria' and includes a dropdown for 'Assessment Year: 2023'. The search criteria form contains the following fields:

- SID
- Legal Last Name
- Legal First Name
- Date of Birth (mm/dd/yyyy)

A red box highlights the search criteria fields and the 'Search' button. Below the fields, the text 'AND AT LEAST ONE BELOW' is displayed. The 'Search' button is located at the bottom right of the form.



SAT with Essay, PSAT 10 & PSAT 8/9 Pre-ID

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Select established SAT/PSAT Testing School and 'Submit'

The screenshot displays the 'SAT Pre-Id Report Updates' form in the SIS system. The form is divided into several sections:

- Student Information:** SID: 123456789, Legal Last Name: Test, Legal First Name: Student, Middle Name: , Grade: 12, Home RCDTS: 123456789012345, Serving RCDTS: 123456789012345, Testing RCDTS: 123456789012345, School Year: 2023.
- Grade 12 Required To Test:** A checkbox that is currently checked.
- Link to Data Elements:** A link with an external icon.
- Testing School:** Grade: 12, Test: SAT.
- Note:** The Testing RCDTS must be an established SAT/PSAT Test Site. A list of established SAT/PSAT Test Sites codes will be posted on the Assessment Website when available.
- Testing School Selection:** A red box highlights the following options:
 - Same as Home RCDTS
 - Same as Serving RCDTS
 - Enter the 15 digit RCDTS code (with a text input field)
 - Select Region, Category, District and School (with dropdown menus for Region, Category, District/Entity, and School)
- Indicators:** EL Indicator = Yes, IDEA Services = Yes. (Indicators are from the student's current demographic data)
- Sort Group:** A text input field.
- Submit:** A red box highlights the 'Submit' button at the bottom right.

SAT with Essay, PSAT 10 & PSAT 8/9 Pre-ID

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SIS Reports - SAT/PSAT Assessment Pre-ID

Illinois State Board of Education

Helpful Resources ▾ Contact Technical Support

SIS

IBM SIS Test User ▾

Home

Student ▾

Assessment ▾

Adjusted Cohort

Teacher

Early Childhood Transition

Prenatal

Reports

Batch File Processing ▾

Reports

Search Reports...

Student ▾

Assessment ▾

Assessment Enrollment Verification ▾

Illinois Assessment of Readiness (IAR) ▾

DLM-AA ▾

SAT/PSAT ▾

SAT/PSAT Assessment Pre-ID	Summary	Details
SAT/PSAT Assessment Correction	Summary	Details
SAT/PSAT Assessment Scores	Summary	Details
SAT Assessment Scores Grid	Summary	
Unassigned Test Results ▾		

SAT with Essay, PSAT 10 & PSAT 8/9 Pre-ID

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SAT/PSAT Assessment Pre-ID Report - Criteria page

The screenshot displays the SIS (State Information System) interface for the Illinois State Board of Education. The top navigation bar includes the logo and name of the State Board of Education, along with links for 'Helpful Resources' and 'Contact Technical Support'. The left sidebar contains a menu with options: SIS, IBM SIS Test User, Home, Student, Assessment, Adjusted Cohort, Teacher, Early Childhood Transition, Prenatal, Reports, and Batch File Processing. The main content area is titled 'SAT/PSAT Assessment Pre-ID' and features a 'Back To Reports' link. Below this, there are several filter sections: 'School Year' (set to 2023), 'School' (set to All Schools), 'Grade' (set to All Grades), 'Test to be taken' (with radio buttons for All, SAT, PSAT 8/9, and PSAT 10), 'IDEA Services' (with radio buttons for Both, Yes, and No), and 'EL Indicator' (with radio buttons for Both, Yes, and No). A 'Sort By' dropdown is set to 'Name'. At the bottom of the filter section, a red box highlights a 'PDF' dropdown menu and a 'Create Report' button.



SAT with Essay, PSAT 10 & PSAT 8/9 Pre-ID

SIS Reports - SAT/PSAT Assessment Pre-ID Report

Illinois State Board of Education
Student Information System
2023 SAT, PSAT 10, and PSAT 8/9 Assessment Pre-ID (Detail)

SIS Home District: 12345678901 ISBE Test District

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)
- D** EL Indicator (from SIS)
- E** Sort Group (Optional for sorting Pre-ID Report)
- F** Grade 12 Required to Test*
- G** Error (E) Indicates the Testing RCDTS is not an established SAT/PSAT test site. If not edited, ISBE will send the Home RCDTS to the vendor. The established list for the current school year should be available by December.

IMPORTANT:
 The Testing RCDTS must be an established SAT/PSAT test site. A list of established SAT/PSAT test sites will be posted on www.isbe.net/Pages/sat-psat.aspx.
 * Yes (Y) in this column indicates the grade 12 student is required test. Contact assessment@isbe.net for assistance if your district has local evidence that the grade 12 student should not test.

Student ID	Student Name	Birth Date	Home RCDTS	Serving RCDTS	Testing RCDTS	A	B	C	D	E	F	G
123456789	Test, Student	07/16/2005	123456789012345	123456789012345	123456789012345	12	SAT	Y	Y			Y



SAT with Essay, PSAT 10 & PSAT 8/9 Pre-ID

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SIS Request File – Select by test code or All SAT/PSAT Pre-ID Records

The screenshot shows the SIS Request File interface. The header includes the Illinois State Board of Education logo and navigation links for 'Helpful Resources' and 'Contact Technical Support'. The left sidebar contains a menu with 'SIS' highlighted, and sub-items: 'IBM SIS Test User', 'Early Childhood Transition', 'Prenatal', 'Reports', 'Batch File Processing' (with sub-items 'Batch Transfers', 'Request File', and 'Web Service'), and 'District Data Verification'. The main content area is titled 'Request File' and contains the following options:

- District: ISBE Test District
- Request Files: Assessment SAT/PSAT Pre
- View Request File Templates (with an external link icon)
- School: Home Serving Testing
- All SAT/PSAT Pre-ID Records
- SAT Only
- PSAT 10 Only
- PSAT 8/9 Only

A red-bordered button labeled 'Request File' is located at the bottom right of the main content area.

SAT with Essay, PSAT 10 & PSAT 8/9 Testing

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SAT with Essay (for Grade 11*)

Content Areas: ELA/Literacy, Mathematics, Essay

- Primary Test Date: Wednesday, April 12, 2023
- Makeup Test Date: Tuesday, April 25, 2023
- Accommodated Testing Window: April 12 - 25, 2023

Note: The test form will be released only for the April 12 test date.

Alternate Schedule

- *Primary Test Date: Wednesday, March 22, 2023*
- *Makeup Test Date: Tuesday, April 25, 2023*
- *Accommodated Testing Window: March 22 - April 4, 2023*

Note: The alternate schedule was selected during the fall establishment process if April dates are not feasible.

The list of established schools along with their selected SAT with Essay primary test date is posted here:

<https://www.isbe.net/Documents/SAT-PSAT-Test-Sites-2023.pdf>

*Current grade 12 students without a valid grade 11 or 12 score or qualifying exemption from any previous ISBE-provided administration will be rostered to take SAT with Essay in spring 2023.

SAT with Essay, PSAT 10 & PSAT 8/9 Testing

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PSAT 10 (for Grade 10)

Content Areas: ELA/Literacy, Mathematics

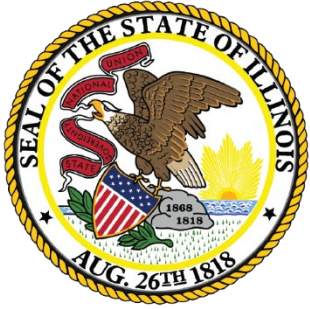
- Testing Window: April 12-28, 2023

PSAT 8/9 (for Grade 9)

Content Areas: ELA/Literacy, Mathematics

- Testing Window: April 12-28, 2023





Illinois State Board of Education

March 11, 2023 Deadline
DLM-AA Pre-ID

DLM-AA Pre-ID

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- Last SIS Upload sent to DLM-AA Vendor is March 11, 2023, 4:00 p.m.
- DLM-AA Data Lockdown in KITE is February 15, 2023, 4:00 p.m.
- DLM-AA Test Window is March 15 – May 10, 2023
- All student demographic uploads will go through SIS
- SIS will upload DLM-AA data to the vendor on a regular basis

- Personal Needs and Preferences (PNP) profile and First Contact Survey information **must be** updated by the teacher **directly** in Educator Portal by February 10, 2023
 - For more Information on DLM-AA or the Educator Portal, please see the links below:
<https://www.isbe.net/Pages/DLM-AA.aspx> (Look under Resources and Documents)
<http://dynamiclearningmaps.org/illinois>



DLM-AA Pre-ID

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Accountability Testing Protocol

- ELA and Mathematics: Grades 3-11
 - Grade 12 must test in ELA and Mathematics, as required.
- Science: Grades 5, 8, & 11

DLM-AA Pre-ID Data Elements

- RCDTS for Testing School
- Grade 12 Required to Test can be found at the link below:
 - https://www.isbe.net/Documents/Grade_12_Testers_Flow_Chart.pdf
- SIS Data Elements can be found at the link below:
 - <https://www.isbe.net/Documents/dlm-aa-pre-id.pdf>



DLM-AA Pre-ID

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- SIS will load DLM-AA Pre-ID records based on the Testing School indicated in the Pre-ID file
- SIS will load DLM-AA Pre-ID records for students in grades 3-11 to the DLM-AA vendor following this schedule:
 - SIS will start loading updates* to the DLM-AA vendor on a bi-weekly (twice a week) basis until January 6, 2023
 - SIS will load final updates* to the DLM-AA vendor on March 11, 2023

** Updates will be sent only for student records that are new or contain a difference in any field from its original transmission (e.g., Testing School was updated).*



DLM-AA Pre-ID

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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 DLM-AA record as their most recent assessment in SIS and are currently IDEA Services (IEP) =Yes
 - *Current grade 12 students without a valid grade 11 or 12 score or qualifying exemption from any previous grade 11 or 12 DLM-AA administration will be rostered to take DLM-AA in spring 2022 in ELA/Literacy and Mathematics*
- The test can be updated to DLM-AA by selecting Alternate Assessment: DLM-AA – Yes/No (grades 3-12) on the **Program Indicators** page in SIS
- The test can also be updated through the **Student Demographics and Enrollment file format (Batch)**, with Alternate Assessment Indicator set to 01 (Yes) or 02 (No)
- DLM-AA students in grades 3-12 may participate in instructionally embedded assessments and/or field testing (optional). SIS will only load grades 3-11, and grade 12 as required. Contact Pam Hartwig at phartwig@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 access materials through the Educator Portal



DLM-AA Pre-ID

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Search by student - Program Indicators tab - to update IDEA services 'Yes' and Alternate Assessment (DLM-AA) 'Yes' select 'Edit'

The screenshot shows the SIS interface for the Illinois State Board of Education. The 'Program Indicators' tab is selected and highlighted with a red box. The student's information is displayed at the top, including SID: 123456789, Legal Last Name: Test, Legal First Name: Student, and Legal Middle Name. Below this, a table lists various indicators and their status. The 'IDEA Services' and 'Alternate Assessment (DLM-AA)' rows are highlighted with red boxes, both showing a status of 'No'. At the bottom right, an 'Edit' button is also highlighted with a red box.

Indicator	Status	Indicator	Status
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	Yes
Alternate Assessment (DLM-AA)	No		
Native Language	English	Title 1	Not a Participant in Title I Program
Home Language	English	Supplemental Educational Services (SES)	No
English Learner (EL) Never EL	No	Military Connected Student	No
Reading 1st - Optional	No	Reading Improvement Block Grant - Optional	No
Immigrant Student Program - Optional			
Eligible	No		
Country Of Birth	United States of America	Date First Enrolled in a U.S. School	
Months Gone - Optional			

DLM-AA Pre-ID

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IDEA Services set to 'Yes' and Alternate Assessment (DLM-AA) set to 'Yes' - select 'Next' to update

The screenshot displays the 'Program Indicators' form in the SIS system. The form is for a student with SID 123456789, Legal Last Name: Test, Legal First Name: Student, and Legal Middle Name: . The indicators are as follows:

Indicator	Yes	No
Homeless	<input type="radio"/>	<input checked="" type="radio"/>
21st Century Community Learning Centers	<input type="radio"/>	<input checked="" type="radio"/>
IDEA Services	<input checked="" type="radio"/>	<input type="radio"/>
Alternate Assessment (DLM-AA)	<input checked="" type="radio"/>	<input type="radio"/>
Private School Student	<input type="radio"/>	<input checked="" type="radio"/>
Migrant	<input type="radio"/>	<input checked="" type="radio"/>
Free or Reduced Price Lunch (FRL) / Low Income	<input checked="" type="radio"/>	<input type="radio"/>
Native Language	English	
Home Language	English	
English Learner (EL)	<input type="radio"/>	<input checked="" type="radio"/>
Reading 1st - Optional	<input type="radio"/>	<input checked="" type="radio"/>
Reading Improvement Block Grant - Optional	<input type="radio"/>	<input checked="" type="radio"/>
Country Of Birth	United States of America	
Months Gone - Optional		
Title 1	Not a Participant in Title I Program	
Supplemental Educational Services (SES)	<input type="radio"/>	<input checked="" type="radio"/>
Military Connected Student	<input type="radio"/>	<input checked="" type="radio"/>

At the bottom right of the form, there are two buttons: 'Next' and 'Cancel'. The 'Next' button is highlighted with a red box.

DLM-AA Pre-ID

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Assessment – Pre-ID - DLM-AA – search by student

The screenshot displays the SIS (Student Information System) interface for the Illinois State Board of Education. The top navigation bar includes the Illinois State Board of Education logo and the text "Helpful Resources" and "Contact Technical Support". The left sidebar menu is titled "SIS" and contains the following items: "IBM SIS Test User", "Home", "Student", "Assessment", "Pre-ID", "ACCESS", "DLM-AA", and "IAR". The "Assessment" and "DLM-AA" items are highlighted with red boxes. The main content area is titled "DLM-AA Search Criteria" and includes the text "Assessment Year: 2023". The search criteria form contains the following fields: "SID", "Legal Last Name", "Legal First Name", and "Date of Birth (mm/dd/yyyy)". A red box highlights the "SID" field and the "AND AT LEAST ONE BELOW" text. A "Search" button is located at the bottom right of the form.

DLM-AA Pre-ID

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DLM-AA Pre-ID – update Testing School and select ‘Submit’

Illinois State Board of Education

Helpful Resources | Contact Technical Support

SIS

IBM SIS Test User

< Back To Search

Updating DLM-AA Pre-ID

The information you are providing will update the DLM-AA Pre-Id report

SID: 123456789
Legal Last Name: Test Legal First Name: Student Middle Name: Grade: 03
Home RCDTS: 123456789012345 Serving RCDTS: 123456789012345 Testing RCDTS: 123456789012345 School Year: 2023

[Link to Data Elements](#)

Testing School

Same as Home RCDTS Same as Serving RCDTS

Enter the 15 digit RCDTS code

Select Region, Category, District and School

Region:

Category:

District/Entry:

School:

EL Indicator = No IDEA Services = Yes *(Indicators are from the student's current demographic data)*

Submit

DLM-AA Pre-ID

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SIS Reports – DLM-AA Assessment Pre-ID

The screenshot shows the SIS Reports interface. The left sidebar contains navigation options: Home, Student, Assessment, Adjusted Cohort, Teacher, Early Childhood Transition, Prenatal, Reports (highlighted), and Batch File Processing. The main content area is titled 'Reports' and includes a search bar. Under the 'Student' dropdown, 'Assessment' and 'DLM-AA' are expanded. The 'DLM-AA' section lists several reports, with 'DLM-AA Assessment Pre-ID' selected. The 'Details' link for this report is circled in red.

Report Name	Summary	Details
DLM-AA Assessment Pre-ID	Summary	Details
DLM-AA Correction and Score (all students)	Summary	Details
DLM-AA Assessment Scores Grid	Summary	
DLM-AA Dynamic Learning Maps	Summary	



DLM-AA Pre-ID

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SIS Reports – DLM-AA Assessment Pre-ID – Criteria page

The screenshot displays the SIS Reports interface for the DLM-AA Assessment Pre-ID. The page includes a navigation menu on the left with options like Home, Student, Assessment, Adjusted Cohort, Teacher, Early Childhood Transition, Prenatal, and Reports. The main content area features a 'DLM-AA Assessment Pre-ID' section with the following filters:

- School Year: 2023
- School: All Schools
- Grade: All Grades
- IDEA Services: Both (selected), Yes, No
- Sort By: Name

At the bottom of the filter section, there is a dropdown menu set to 'PDF' and a 'Create Report' button, both of which are highlighted with a red rectangular box.

DLM-AA Pre-ID

DLM-AA Assessment Pre-ID Report

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

SIS Home District: 12345678901 ISBE Test District

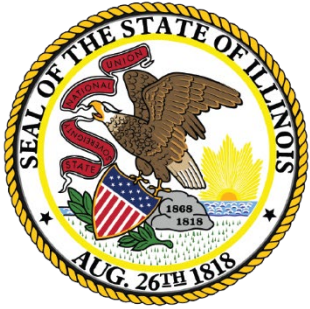
Selection Criteria: Sorted By: Student Name

Columns	A	Grade	C	Grade 12 Required to Test*
	B	IDEA Services (from SIS)	Error:	Student must be IDEA Services - Yes, to take the DLM-AA.

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, 10, and 12 (as applicable) must be rostered for and tested in only Mathematics and ELA.
*Yes in this column indicates the grade 12 student is required to test. Contact assessment@isbe.net for assistance if your district has local evidence that the grade 12 student should not test.

Student ID	Student Name	Birth Date	Home RCDTS	Serving RCDTS	Testing RCDTS	A	B	C	Error
123456789	Test, Student	01/01/2013	123456789012345	123456789012345	123456789012345	03		Y	





Illinois State Board of Education

School Year 2023 Updates

Attendance Updates

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Attendance data should be added/updated monthly for Pre-K - Grade 12 students with the following considerations:

- The Enrollment record Home RCDS is responsible for providing attendance data
- The Enrollment record Serving RCDS may optionally provide attendance data
- Optionally, the student enrollment Service Provider RCDS may provide attendance data (when IDEA=Yes)
- Attendance data (days) cannot exceed the number of days the student was enrolled with the district
- Attendance days cannot exceed days enrolled in that month (or partial month)
- The Attendance Months display based on the months the student is enrolled/exited
- Click the + (Add) button and select an Attendance Type
- Entering a new value (and submitting) overwrites the existing value
- To delete an existing value, enter 0 (0.000). Press Submit to delete the value



Attendance Updates

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- Using the student enrollment PDA (Percent of Day on Enrollment), ISBE will do the calculation for final reporting purposes
- Report Student Attendance for Regular School Year enrollments ONLY
- Summer school and ESY attendance should not be reported
- Attendance data (batch) can include multiple past months for the student
- Attendance data *is not* accepted for Birth to 3 or Evaluation enrollments
- Attendance data *is not* accepted for an enrollment that was exited erroneously
- Attendance data *is optional* for Private School Students
- **Attendance Data is Due July 14, 2023**



Attendance Updates

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- In Average Daily Attendance (ADA) reports, ISBE uses the PDA (Percent of Day on Enrollment) to determine the percent of day for each of the Attendance Types
- 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, ISBE will calculate that the student was present for a quarter of the day
- **Use the following method to report the Attendance Day calculation for each day**
 - Full day = report 1.000 Half-day = report 0.500 Quarter day = report 0.250
 - Please do not provide Attendance Days with 0.000 or blanks unless you are deleting an existing record



Attendance Updates

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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



Attendance Updates

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Month of Attendance: The month of student attendance reporting

- 01 January
- 02 February
- 03 March
- 04 April
- 05 May
- 06 June
- 07 July
- 08 August
- 09 September
- 10 October
- 11 November
- 12 December



Attendance Updates

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Attendance Type Code:

- 01 In Person Instruction
- 02 Absent Excused
- 03 Absent Unexcused
- 04 Medically Homebound
- 05 Hospitalized
- 06 E-Learning
- 07 Remote Learning
- 08 Mental Health
- 09 Detention Center



Attendance Updates

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- **In Person Instruction:** If the student is receiving educational services in-classroom, then that would count as In Person Instruction
- **Absent – Excused:** The student was absent with cause (excused absence)
- **Absent – Unexcused:** The student was absent without a cause
- **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
- **Hospitalized:** An absence where a student was hospitalized because of medical emergencies or procedures 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



Attendance Updates

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- **E-Learning:** Pursuant to state law, a school district may adopt an E-learning program. In order to adopt an E-learning program, a district must draft and adopt an E-Learning program within the specifications of Section 10-20.56 of the School Code
- **Remote Learning:** If the Governor has declared a disaster due to a public health emergency pursuant to Section 7 of the Illinois Emergency Management Agency Act, the State Superintendent of Education may declare a requirement to use remote learning days or blended remote learning days for a school district, multiple school districts, a region, or the entire State
- **Mental Health:** The student was absent with cause (excused absence)
 - "Valid cause" for absence shall be illness, observance of a religious holiday, death in the immediate family, family emergency, student mental health day, 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
- **Detention Center:** Student is enrolled at a detention center and district attendance data is not available



Attendance Updates

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To update attendance: search by student – Enrollments tab – select ‘View Details’ for Student Attendance

The screenshot displays the SIS interface for the Illinois State Board of Education. The left sidebar contains navigation options such as 'Home', 'Student', 'Request New SID', and 'Assessment'. The 'Student' menu is expanded, and the 'Search' option is highlighted. The main content area shows the 'Enrollments' tab for a student with SID 123456789. The student's name is 'Test, Student'. The 'Enrollments' section shows one active enrollment for the 2023 school year, with details such as 'Transfer in from another District' and '3 - Grade 3'. The 'Collections' section includes links for 'Student Course Assignment', 'Discipline', 'Homeless', and '504 Plan'. The 'Student Attendance' link is highlighted with a red box, and the 'View Details' link next to it is also highlighted. An 'Add Enrollment' button is visible at the bottom right.

Attendance Updates

104

To update attendance: select '+' to Add Attendance Type

The screenshot shows the SIS interface for the Illinois State Board of Education. The left sidebar contains navigation options: SIS, IBM SIS Test User, Home, Student, Search, Request New SID, Multiple SID Merge, Exit Enrollment, and Assessment. The main content area is titled 'Student Attendance' and includes a 'Back To Enrollment' link. A red box highlights a '+' icon with the text 'Add Attendance Type' below it. Below this, student information is displayed: SID: 123456789, Legal Last Name: Test, Legal First Name: Student, Date Of Birth: 01/01/2013, Enrollment Date: 08/01/2022, Home RCDTS: 123456789012345, Serving RCDTS: 123456789012345, School Year: 2023, and Exit Date. A table shows attendance for Aug 2022, Sep 2022, and Oct 2022, with a 'Total Days' column. A message states 'No Attendance found for this student'. A 'Submit' button is at the bottom right.



Attendance Updates

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Select the Attendance Type needed to update from the drop down

The screenshot displays the SIS (Student Information System) interface for the Illinois State Board of Education. The main content area is titled "Student Attendance" and shows a form for updating attendance records. The form includes fields for Student ID (123456789), Legal Last Name (Test), Legal First Name (Student), Date of Birth (01/01/2013), Enrollment Date (08/01/2022), Home RCDTS, Year (2023), and Exit Date. A table below the form shows a row for "Oct 2022" with a "Total Days" column. A "Submit" button is located at the bottom right of the form. A dropdown menu titled "Attendance Type" is open, showing a list of options: "- Select -", "In Person Instruction", "Excused Absence", "Unexcused Absence", "Medically Homebound", "Hospitalized", "ELearning", "Remote Learning", "Mental Health", and "Detention Center". The left sidebar contains navigation options such as "Home", "Student", "Search", "Request New SID", "Multiple SID Merge", "Exit Enrollment", "Assessment", "Adjusted Cohort", and "Teacher". The top right corner has links for "Helpful Resources" and "Contact Technical Support".

Attendance Updates

106

- Update attendance by Month for attendance type
- Full days or partial days can be shown up to 3 decimal points
- Total days for all Attendance Types cannot exceed days enrolled in that month
- Existing Attendance can be deleted by entering a '0' or overwritten by entering a new value and click 'Submit'

Helpful Resources ▾ Contact Technical Support

IBM SIS Test User ▾

Home

Student ▾

Search

Request New SID

Multiple SID Merge

Exit Enrollment

Assessment ▾

< Back To Enrollment

Student Attendance

SID: 123456789
Legal Last Name: Test Legal First Name: Student Date Of Birth: 01/01/2013 Enrollment Date: 08/01/2022
Home RCDTS: 123456789012345 Serving RCDTS: 123456789012345 School Year: 2023 Exit Date:

Type ⓘ	Aug 2022	Sep 2022	Oct 2022	Total Days
In Person Instruction	<input type="text"/>	<input type="text"/>	<input type="text"/>	0.000
Monthly Total	0.000	0.000	0.000	0.000

Submit

Attendance Updates

107

- Error Messages may occur – Verify and correct data and then re-Submit
- Student must be enrolled at least one day during the month of attendance reported
- Cannot provide more days of attendance than the enrollment days for a given month

The screenshot shows the SIS interface for the Illinois State Board of Education. The user is logged in as 'IBM SIS Test User'. The page title is 'Student Attendance' with a 'Back To Enrollment' link. The student's details are: SID: 123456789, Legal Last Name: Test, Legal First Name: Student, Date Of Birth: 01/01/2013, Enrollment Date: 08/01/2022, Home RCDTS: 123456789012345, Serving RCDTS: 123456789012345, School Year: 2023, and Exit Date: (blank). A red error message states: 'Sum of Days exceeds 18 days available for Month Oct 2022.' Below this is a table of attendance data for August, September, and October 2022, with a 'Total Days' column. The 'Oct 2022' column is highlighted with a red box, showing a value of 20 for 'In Person Instruction' and 3,000 for 'Remote Learning', resulting in a 'Monthly Total' of 11,000 days for October. A 'Submit' button is at the bottom right.

Type	Aug 2022	Sep 2022	Oct 2022	Total Days
In Person Instruction	9,000	17,000	20	33,000
Excused Absence		2,000	1,000	3,000
Remote Learning			3,000	3,000
Monthly Total	9,000	19,000	11,000	39,000

Attendance Updates

Student Attendance successfully updated – select ‘+’ to add more Attendance Types

Illinois State Board of Education

Helpful Resources | Contact Technical Support

SIS

IBM SIS Test User

Home

Student

Search

Request New SID

Multiple SID Merge

Exit Enrollment

Assessment

Adjusted Cohort

Teacher

Early Childhood Transition

Log Out

< Back To Enrollment

Student Attendance

SID: 123456789
Legal Last Name: Test Legal First Name: Student Date Of Birth: 01/01/2013 Enrollment Date: 08/01/2022
Home RCDTS: 123456789012345 Serving RCDTS: 123456789012345 School Year: 2023 Exit Date:

Student Attendance Record successfully updated.

Type	Aug 2022	Sep 2022	Oct 2022	Total Days
In Person Instruction	9.000	17.000	7.000	33.000
Excused Absence		2.000	1.000	3.000
Remote Learning			3.000	3.000
Monthly Total	9.000	19.000	11.000	39.000

Submit

Attendance Updates

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Attendance Reports – Total Student Attendance - Details

The screenshot shows the SIS Reports interface. The left sidebar contains a menu with 'Reports' highlighted in red. The main content area shows a search bar and a list of report categories. Under the 'Attendance' category, 'Total Student Attendance' is highlighted in red, and its 'Details' link is also highlighted in red. Other categories include Assessment, Bilingual, Demographics and Enrollment, Discipline, Early Learning, Homeless, and Individual Student.

Report Category	Report Name	Summary	Details
Attendance	Total Student Attendance	Summary	Details
Attendance	Student Attendance by Month	Summary	Details

Attendance Updates

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Total Student Attendance Report – Criteria page

The screenshot shows the SIS interface for the Illinois State Board of Education. The page is titled "Total Student Attendance" and is part of a "Criteria" page. The left sidebar contains navigation options: SIS, IBM SIS Test User, Home, Student, Assessment, Adjusted Cohort, Teacher, Early Childhood Transition, Prenatal, Reports, Batch File Processing, and District Data Verification. The main content area includes a "Back To Reports" link and a "Total Student Attendance" header. Below the header are several filter criteria: School Year (2023), School (All Schools), Grade (All Grades), IDEA Services (Both), FRL/Low Income Indicator (Both), Homeless Indicator (Both), and Private School Student Indicator (Both). Each criterion has radio button options for "Both", "Yes", and "No". The "Sort By" dropdown is set to "SID". At the bottom, there is a "PDF" dropdown and a "Create Report" button, both highlighted with a red border.

Illinois State Board of Education

Helpful Resources ▾ Contact Technical Support

SIS

IBM SIS Test User ▾

Home

Student ▾

Assessment ▾

Adjusted Cohort

Teacher

Early Childhood Transition

Prenatal

Reports

Batch File Processing ▾

District Data Verification ▾

< Back To Reports

Total Student Attendance

School Year: 2023 ▾

School: All Schools ▾

Home Serving Service Provider Home But Not Serving Serving But Not Home

Grade: All Grades ▾

IDEA Services: Both Yes No

FRL/Low Income Indicator: Both Yes No

Homeless Indicator: Both Yes No

Private School Student Indicator: Both Yes No

Sort By: SID ▾

PDF ▾ **Create Report**

Attendance Updates

Total Student Attendance Detail Report

Illinois State Board of Education Student Information System 2023 Total Student Attendance (Detail)																								
SIS Home District: 12345678901 ISBE Test District Selection Criteria: Sorted By: Student ID																								
Columns	A	Grade Level	D	E-Learning	G	Absent - Unexcused	J	Mental Health	B	PDA	E	Remote Instruction	H	Medically Homebound	K	Detention Center	C	In Person Instruction	F	Absent - Excused	I	Hospitalized	L	Total Attendance/Absences
Student ID	Student Name	Birth Date	Home RCDTS	Serving RCDTS	Start Date	End Date	A	B	C	D	E	F	G	H	I	J	K	L						
123456789	Test, Student	07/22/2005	123456789012345	123456789012345	7/1/22	8/1/22	12	1.00	10.000									10.000						
123456789	Test, Student 2	09/29/2011	123456789012345	123456789012345	8/1/22		5	1.00										0.000						
123456789	Test, Student 3	07/16/2005	123456789012345	123456789012345	8/1/22	9/30/22	12	1.00										0.000						



Attendance Updates

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Attendance Reports – Student Attendance by Month - Details

The screenshot shows the SIS Reports interface. On the left is a navigation menu with 'Reports' highlighted. The main content area shows a list of report categories: Student, Assessment, Attendance, Bilingual, Demographics and Enrollment, Discipline, Early Learning, Homeless, and Individual Student. Under the 'Attendance' category, two reports are listed: 'Total Student Attendance' and 'Student Attendance by Month'. The 'Details' link for 'Student Attendance by Month' is circled in red.

Report Name	Summary	Details
Total Student Attendance	Summary	Details
Student Attendance by Month	Summary	Details

Attendance Updates

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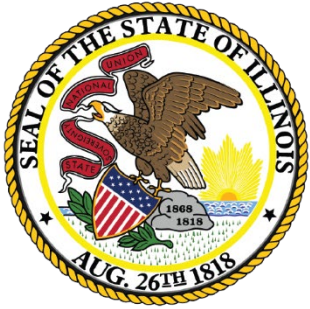
Student Attendance by Month Report – Criteria page

The screenshot shows the SIS (Student Information System) interface for the Illinois State Board of Education. The page is titled "Student Attendance by Month" and is part of the "Reports" section. The left sidebar contains navigation options: Home, Student, Assessment, Adjusted Cohort, Teacher, Early Childhood Transition, Prenatal, Reports (highlighted with a red box), Batch File Processing, District Data Verification, and Seal of Biliteracy Application. The main content area includes a "Back To Reports" link and a "Student Attendance by Month" header. Below the header, there are several filter criteria: School Year (2023), School (All Schools), Grade (All Grades), IDEA Services (Both), FRL/Low Income Indicator (Both), Homeless Indicator (Both), Private School Student Indicator (Both), Missing Attendance (Both), Month Of Attendance (All), Year Of Attendance (All), and Sort By (SID). At the bottom, there is a "PDF" dropdown menu and a "Create Report" button, both highlighted with a red box.

Attendance Updates

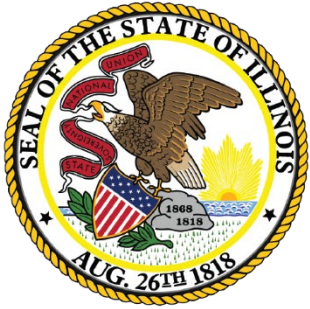
Student Attendance by Month Detail Report

Illinois State Board of Education Student Information System 2023 Student Attendance By Month (Detail)																										
SIS Home District: 12345678901 ISBE Test District Selection Criteria: Sorted By: Student ID																										
Columns	A	Grade Level	C	Month of Attendance	E	In Person Instruction	H	Absent - Excused	K	Hospitalized	B	PDA	D	Year of Attendance	F	E-Learning	I	Absent - Unexcused	L	Mental Health	G	Remote Instruction	J	Medically Homebound	M	Detention Center
Student ID: 123456789			Student Name: Test, Student						Birth Date: 07/22/2005																	
Home RCDTS	Serving RCDTS	Start Date	End Date	A	B	C	D	E	F	G	H	I	J	K	L	M	Total									
123456789012345	123456789012345	7/1/22	8/1/22	12	1.00	07	2022	10.000	-	-	-	-	-	-	-	-	10.000									
123456789012345	123456789012345	7/1/22	8/1/22	12	1.00	08	2022	-	-	-	-	-	-	-	-	-	0.000									
																	Total Attendance / Absences: 10.000									
Student ID: 123456789			Student Name: Test, Student 2						Birth Date: 09/29/2011																	
Home RCDTS	Serving RCDTS	Start Date	End Date	A	B	C	D	E	F	G	H	I	J	K	L	M	Total									
123456789012345	123456789012345	8/1/22	-	5	1.00	08	2022	-	-	-	-	-	-	-	-	-	0.000									
123456789012345	123456789012345	8/1/22	-	5	1.00	09	2022	-	-	-	-	-	-	-	-	-	0.000									
123456789012345	123456789012345	8/1/22	-	5	1.00	10	2022	-	-	-	-	-	-	-	-	-	0.000									
																	Total Attendance / Absences: 0.000									



Illinois State Board of Education

Upcoming School Year 2023 Updates



Illinois State Board of Education

Fall/Spring EBF Enrollment data
Deadline **April 14, 2023**

Evidence-Based Funding Updates

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Fall and Spring EBF data must be reviewed and marked verified by the superintendent
Select 'View State Authorized Charter Data' in upper right corner to view

Illinois State Board of Education

Helpful Resources Contact Technical Support

SIS

IBM SIS Test User

Adjusted Cohort

Teacher

Early Childhood Transition

Prenatal

Reports

Batch File Processing

District Data Verification

Average Daily Attendance

Evidence Based Funding

Seal of Biliteracy Application

Log Out

Evidence Based Funding Enrollment Counts

[View State Authorized Charter Data](#)

Enrollment Counts for School Year 2023

Superintendent Verification

- By checking each box your public school district is verifying that all the data displayed on the screen for the timeframe is accurate.
- The public school district will not be required to verify the enrollment counts for the Students Served by your State Authorized Charter School.

Fall Enrollment Counts Confirmation is now closed.

Spring Enrollment Counts Confirmation is now closed.

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	10/1/2022	--	--	297	386	358	329	289	275	294	348	307	394	421	312	335	4345
Students from Deactivated Schools being Served by Other Districts	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--
English Learners (PreK-12)	10/1/2022	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	70
Special Education Pre-K Students	10/1/2022	17	--	--	--	--	--	--	--	--	--	--	--	--	--	--	17



Illinois State Board of Education

Equity • Quality • Collaboration • Community



Evidence-Based Funding Updates

View of Charter Schools' data and select 'Return to District Data' to verify

The screenshot shows the SIS interface for the Illinois State Board of Education. The main heading is "Evidence Based Funding Enrollment Counts". A red box highlights a button labeled "< Return To District Data". Below the heading is a table titled "Enrollment Counts for School Year 2023". The table has columns for Enrollment Type, Enrollment Period, Special Ed Pre K, Kindergarten Half Day, Kindergarten, 1st, 2nd, 3rd, 4th, 5th, 6th, 7th, 8th, 9th, 10th, 11th, 12th, and Total. The data row shows "Students Served by State Authorized Charter Schools" with dashes in all other columns.

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
Students Served by State Authorized Charter Schools	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Evidence-Based Funding Updates

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Superintendent should review and verify enrollment counts and check boxes to confirm data displayed is accurate for Fall and Spring

Evidence Based Funding Enrollment Counts [View State Authorized Charter Data](#)

Enrollment Counts for School Year 2023

Superintendent Verification

- By checking each box your public school district is verifying that all the data displayed on the screen for the timeframe is accurate.
- The public school district will not be required to verify the enrollment counts for the Students Served by your State Authorized Charter School.

Fall Enrollment Counts Confirmation is now closed.

Spring Enrollment Counts Confirmation is now closed.

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	10/1/2022	--	--	297	386	358	329	289	275	294	348	307	394	421	312	335	4345
Students from Deactivated Schools being Served by Other Districts	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--
English Learners (PreK-12)	10/1/2022	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	70
Special Education Pre-K Students	10/1/2022	17	--	--	--	--	--	--	--	--	--	--	--	--	--	--	17
Students Served from Deactivated Schools	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--
Special Education Youth in Care	10/1/2022	--	--	2	1	2	1	1	1	2	3	2	3	5	14	1	38
Students Served by State Funded Schools	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--
Tuition-In Students	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--
Youth In Care in County Detention Centers	10/1/2022	--	--	--	--	--	--	--	--	--	--	--	3	5	4	--	12
Youth In Care in Group Homes	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--
Students Served by ROEs	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Download a List of Possible Special Education Youth-in-Care Students

Enrollment Counts for School Year 2022

Enrollment Counts for School Year 2021

Evidence-Based Funding Updates

New this year State Authorized Charter will need to verify their student data instead of the public school.

The screenshot shows the SIS interface for the Illinois State Board of Education. The page title is "Evidence Based Funding Enrollment Counts". A note states: "Counts may not include students served by State Authorized Charter schools included in other EBF Enrollment Type buckets (not shown) for another District." The main section is titled "Enrollment Counts for School Year 2023" and includes a "Superintendent Verification" section with the following instructions:

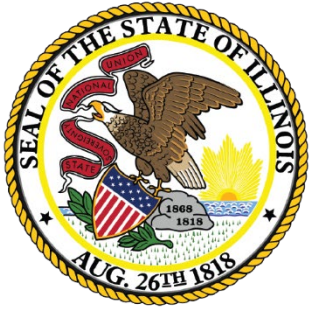
- By checking each box your State Authorized Charter School is verifying that all the data displayed on the screen for the timeframe is accurate.
- The public school district will not be required to verify the enrollment counts for the Students Served by your State Authorized Charter School.

There are two checkboxes for verification:

- Please review and confirm the Fall Enrollment Counts for the current school year!
- Spring Enrollment Counts Confirmation is not available at this time.

Below the verification section is a table with the following data:

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
Students Served by State Authorized Charter Schools	10/1/2022	--	--	67.00	59.00	67.00	80.00	50.00	59.00	82.00	58.00	53.00	--	--	--	--	575.00



Illinois State Board of Education

School Year 2024 Updates

Student Course Catalog Updates

- ISBE will be retiring all courses that begin with Subjects 51-73.
- SY 2024 Crosswalk of Changes in the State Course System has been posted.
- Link: <https://www.isbe.net/Pages/Illinois-State-Course-System.aspx>

Home > Other Resources > ISBE Education Data Systems > Illinois State Course System (ISCS)

OTHER RESOURCES
ISBE Education Data Systems

Illinois State Course System (ISCS)

ISBE EDUCATION DATA SYSTEMS ILLINOIS STATE COURSE SYSTEM (ISCS)

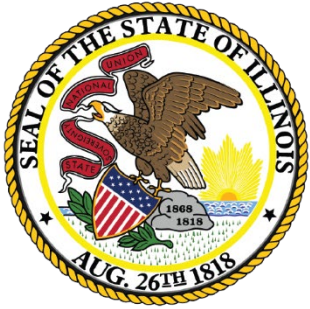
The Illinois State Course System was developed to collect and store Illinois State course information. Only two types of users are able to access the system, ISBE Administrators and Employment for Education (EFE) directors. The reports contained in the Illinois State Course System can also be accessed via the Student Information System (SIS). The State Course System is divided into 23 Subject Areas 📄 .

Career and Technical Education (CTE) courses are identified by the Education for Employment (EFE) directors in the Illinois State Course System before Student Course Assignments are entered into the Student Information System (SIS). The EFE directors access the course classification System to identify which courses are awarded CTE funding for districts within their region. Once this identification has taken place for the school year, the school districts can access the courses identified by the EFE Directors using the Student Information System Reports. EFE Directors will use the resources listed in the "Course Catalogs" bar below.

Announcements

- SY 2024 Crosswalk of Changes in the State Course System 📄 (Posted 11/30/2022)
- SY 2023 Changes in the State Course System (Updated 9/13/2022) 📄
- Webinar and Meeting Archive

Course Catalogs



Illinois State Board of Education

Upcoming Key Dates

Upcoming Key Dates

Activity	Deadline
Fall of School Year 2022 (2022 - 2023) - Teacher and Student Course Assignment data due	January 13, 2023, 4:00 p.m. Deadline
SAT with Essay (March primary date) file sent to College Board for printing Pre-ID labels and determining test booklet and manual quantities	January 6, 2023, 4:00 p.m. Deadline
SAT with Essay (April primary date), PSAT 10, and PSAT 8/9 file sent to College Board for printing Pre-ID labels and determining test booklet and manual quantities	January 20, 2023, 4:00 p.m. Deadline
IAR Pre-ID file sent to Vendor (IAR Pre-ID Labels for paper tests, test materials for paper tests, paper manuals quantities and testing windows)	January 27, 2023, 4:00 p.m. Deadline
DLM-AA Data Lockdown in KITE	February 15, 2023, 4:00 p.m.
Last SIS Upload sent to DLM-AA Vendor	March 11, 2023, 4:00 p.m. Deadline



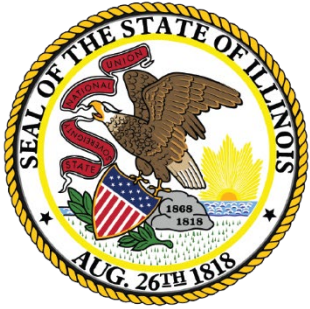
Upcoming Key Dates

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Upcoming SIS Webinars

Activity	Date & Time
School Year 2023 Spring Update	February 22, 2023, at 1:30 p.m.
End of School Year 2023 Planning for School Year 2024	May 10, 2023, at 1:30 p.m.
End of Year 2023 Report Card Data Verification	June 21, 2023, at 1:30 p.m.





Illinois State Board of Education

Districts' Next Steps

Districts' Next Steps

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- Enroll all students as soon as possible.
- Include SIDs on all uploaded files.
- Submit Fall Teacher and Student Course Assignments.
 - Only use EIS Position Codes: 200 – 251 for Teacher Course Assignments
- Review Assessment Pre-ID reports and update accordingly.
- Enter Student Attendance monthly

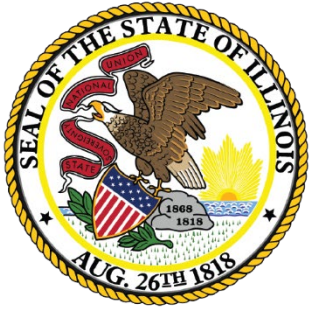


Districts' Next Steps

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- We encourage everyone to enter their student attendance monthly – especially since the new deadline is mid-July and any data submitted/changed after mid-July may affect their ADA reporting
 - School districts need to report accurate student attendance as this directly impact school districts' finances by impacting the calculation of the 9 month average daily attendance and best three months average daily attendance (ADA). The 9 month ADA and best three months' ADA impact funding school districts received. The 9 month ADA is utilized in the calculation of school districts' Per Capita Tuition Charge (PCTC). The PCTC is utilized is school districts' private facility reimbursement, excess special education costs (4 times the PCTC), orphanage tuition reimbursement, tuition districts can charge for non-resident students, tuition districts are required to pay to charter schools, etc. The best three months' ADA directly impacts calculation of school district reorganization incentive payments, school construction grants, etc.





Illinois State Board of Education

Where to Direct Questions

Where to Direct Questions

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ISBE SIS Help Desk

- (217) 558-3600 - Option 3
- help@isbe.net
 - SIS Policy Questions will be directed to the proper department at ISBE.
 - SIS Technical Questions will be directed to the IBM team.



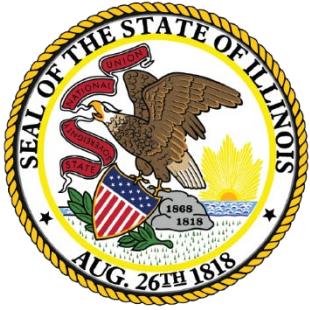
Where to Direct Questions

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Notice – This Webinar is being Recorded

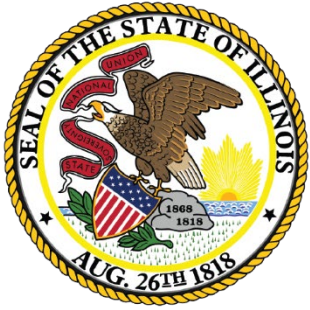
This webinar is being recorded. Please do not provide any Student, Personal, or Vendor information.





Illinois State Board of Education

Questions



Illinois State Board of Education

Thank You!