

## Appendix F Other Resources

August 17, 2007

### Reference Table


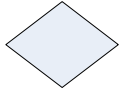

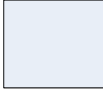
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### Purpose

The purpose of appendix F is to provide EMIS reporting entities with reporting instructions in a different format other than the text found in the EMIS Guide. Decision Tree's (flow charts) and tables/charts (such as valid assessment combinations) of what is required to be reported in different situations are found in this appendix. Although most of the situations are in reference to reporting assessment information, reporting other situations may also be included.

Generally, each Decision Tree is presented in the format of a flow chart. Each symbol used in the flow chart has the same general meaning. In addition to the flow chart, there may be comments either on the same page or the following page for further assistance with regards to the specific Decision Tree.

### Symbols

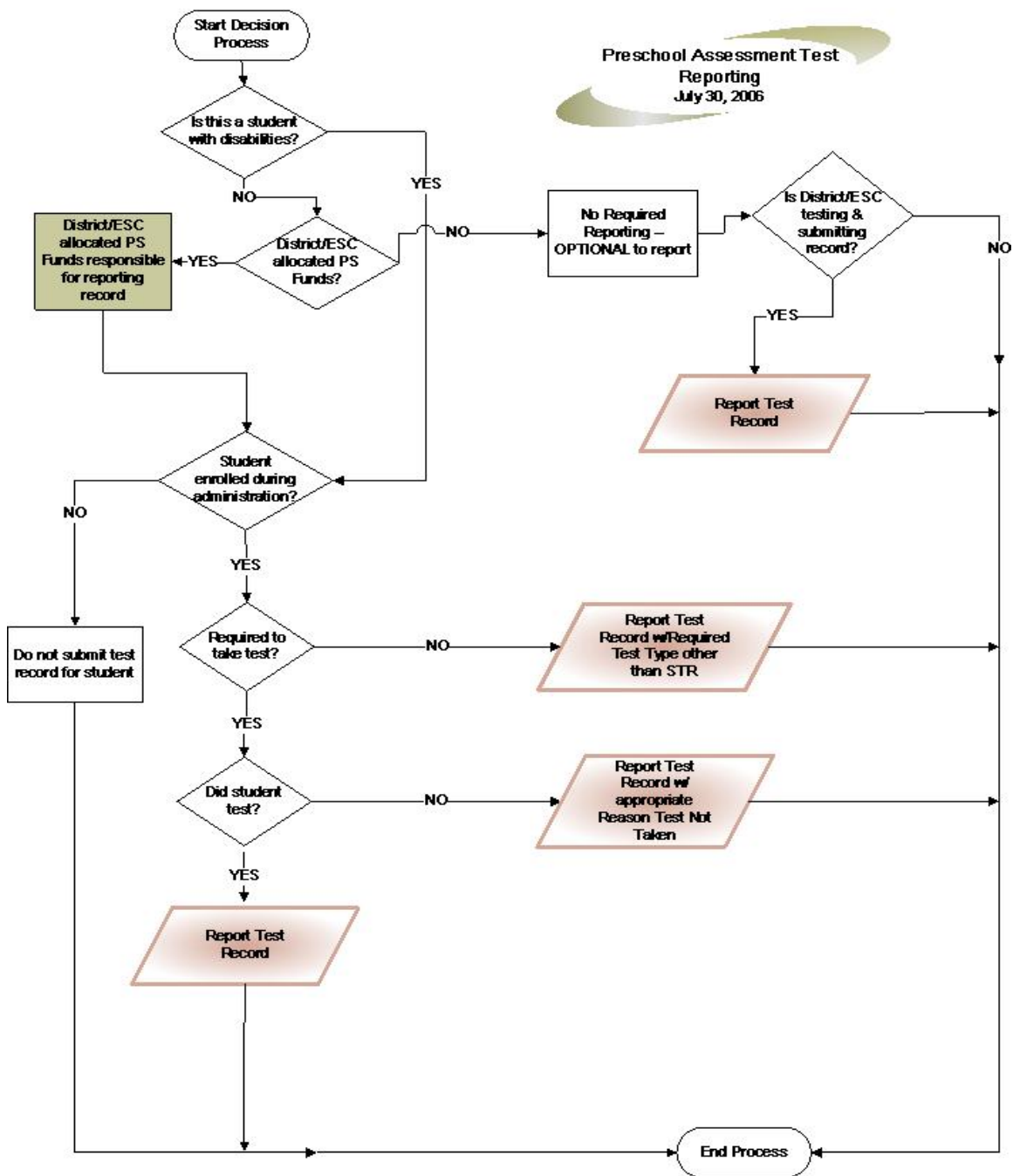
Symbol	Description
	An oval indicates the start and end of the decision process or flow. Usually indicates in the text start process and end process in some way.
	A diamond shape indicates either a "Yes" or "No" question or a decision that must be made resulting in a "Yes" or "No" answer. There will always be two lines coming out of the diamond shape – one with a "Yes" and one with a "No".
	A parallelogram indicates some type of data reporting responsibility. These shapes are usually shaded or patterned with a different color.
	A square box can indicate several things. Mostly it will indicate the result of something, or a further action

## **Decision Trees**

### **Preschool Assessment**

#### **Notes**

1. PS means Preschool
2. Allocated Preschool Funds refers to (1) Ohio's Early Childhood Education Programs, formerly "State Funded Public Preschool Grantee's", (2) State Funded Special Education Preschool Teacher Units, or (3) Public School Districts receiving an Early Initiative fund from Ohio Department of Jobs and Family Services.
3. A Preschool Assessment Record is only required to be submitted for a student without disabilities who is enrolled in one of the state funded preschool programs during a test administration.
4. A Preschool Assessment Record is required for any student with disabilities, regardless of funding source, who is enrolled during a test administration.
5. It is optional to submit a record for preschool students without disabilities enrolled in programs which are not supported with state funds.



Note: This Decision Tree should only be used when accompanied by the notes provided on the previous page.

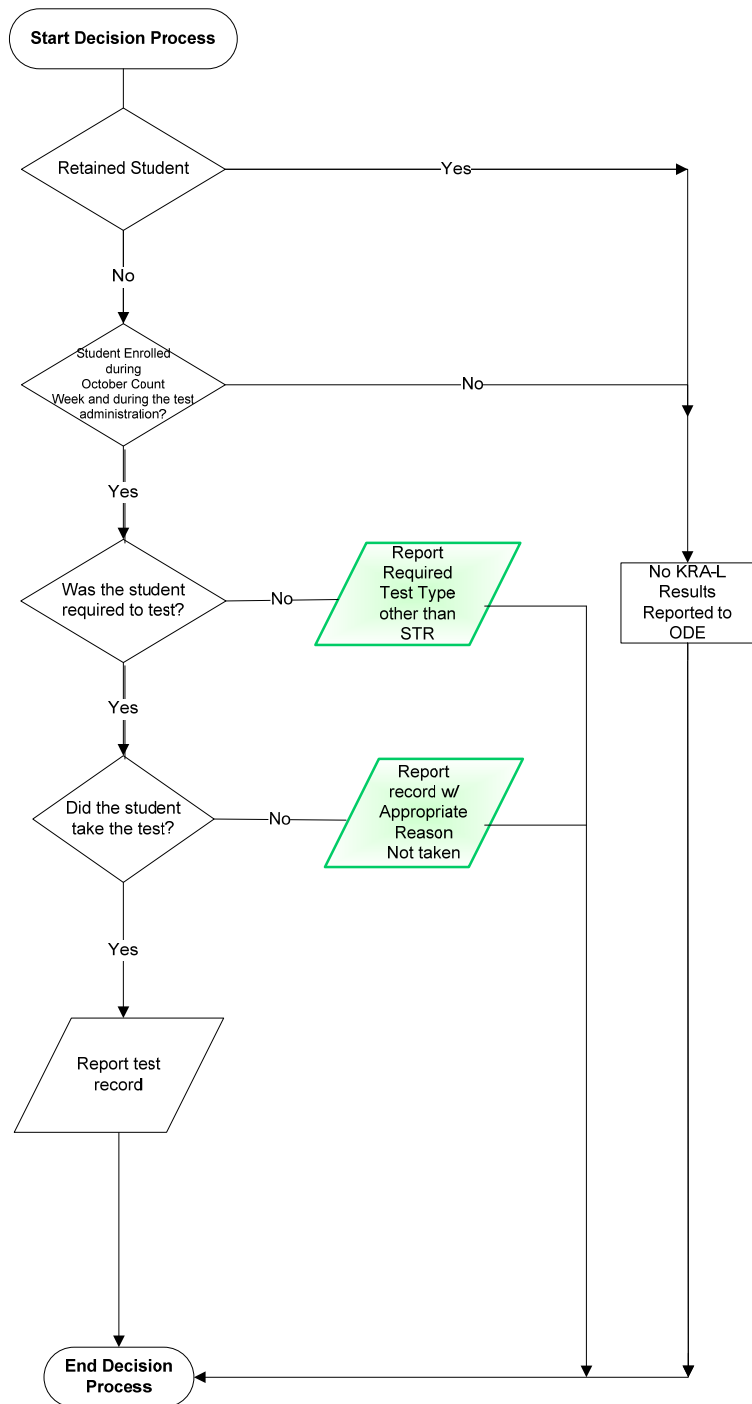
## **Kindergarten Readiness Assessment - Literacy**

### **Notes**

1. Submit a test record for students enrolled during the test administration
2. Do not submit a record if the student is retained.
3. Test is required to be administered to kindergarten students no earlier than four weeks prior to the first day of school and not later than the first day of October.
4. District where the student is enrolled during count week is responsible for reporting.

### Decision Tree for Reporting KRA-L

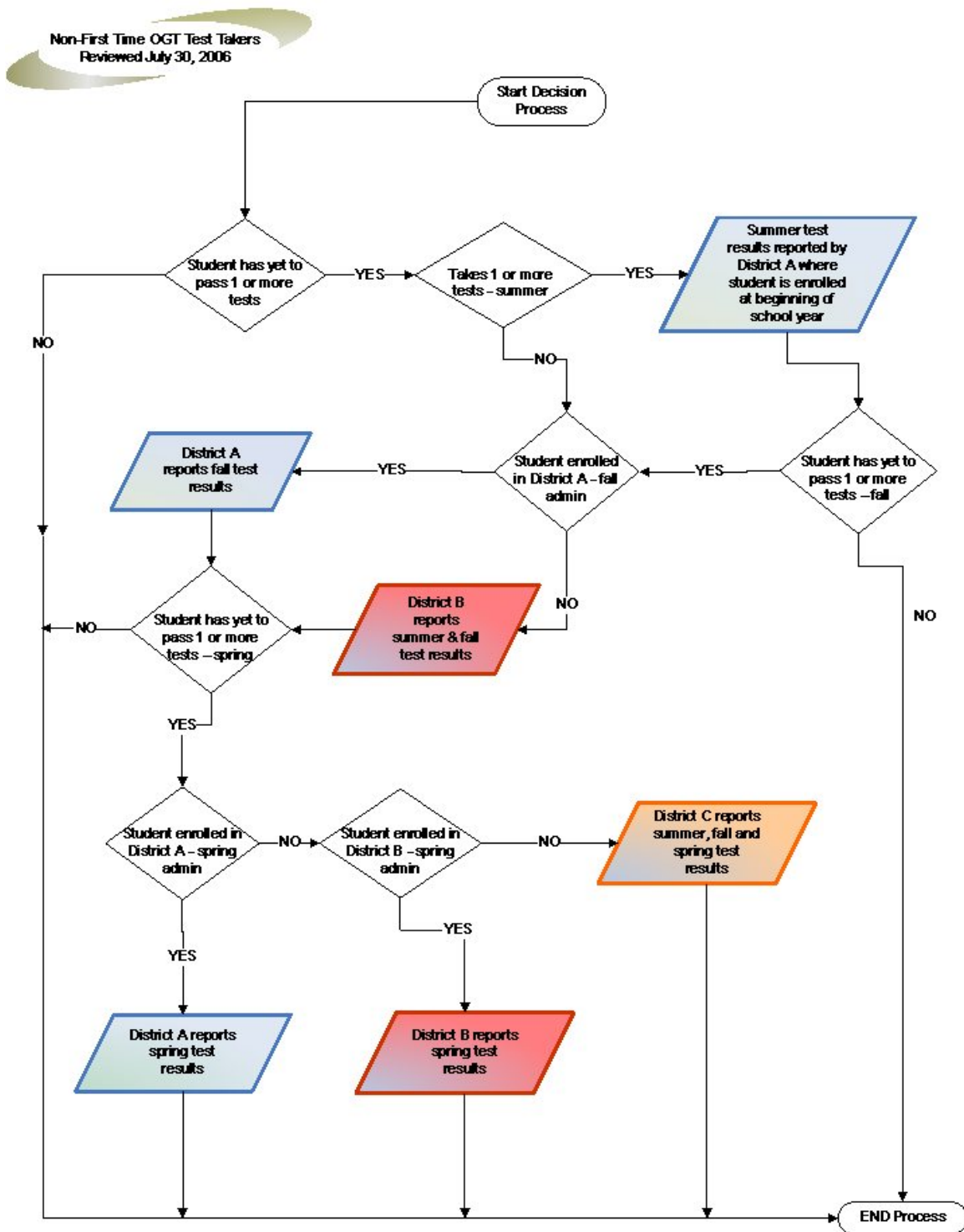
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## Non-First Time Test Takers of the Ohio Graduation Tests (OGT)

### Notes

1. This decision tree only applies to the reporting of the standard format (STR) of the OGT Test.
2. This Decision Tree should not be used for students who are not enrolled in a district or for students who are enrolled, required to test, but do not test during the current school year.
3. The student population consists of retained Grade 10, all Grade 11 and Grade 12 students who have yet to pass one or more subject tests of the OGT and were enrolled during a test administration period.
4. The summer test administration is optional. Report test records for the subject test(s) the student actually took. This could mean that not all subject tests yet to be passed were taken during the summer administration.
5. Fall and spring test administrations are required for students who have yet to pass one or more subjects. Report a test record for each subject yet to be passed through the time the student passes the subject test(s). If subject tests are passed during the fall administration do not report these “passed” subject test records for the spring administration.
6. If the student has tests yet to pass and does not test during either the fall or spring administrations enter the appropriate option in the “*Reason Test Not Taken*” element on the subject test record(s) for fall or spring administrations as appropriate.
7. Please note that there is still some duplicate reporting by districts.



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