

## Appendix K Reporting Instructions for Required Summer Data

August 17, 2007

Appendix K discusses the reporting requirements for summer school data. The summer timeframe begins after the end of the regular school year and ends at the beginning of the next school year.

### Reporting Summer Data

Only the following summer data are required to be reported to ODE during the October (K) reporting period.

#### Program Codes

- Academic Intervention
- Title 1
- Summer Graduates

Note 1: Courses taken during the summer are not reported to the Ohio Department of Education during the October (K) reporting period. If a course is taken during the summer for high school credit and the student earns the credit, the course will be reported during the following Yearend (N) reporting period on the new *Student Transfer Course Record*.

Note 2: For Ohio Graduation Tests taken during the summer, see Chapter 2 for instructions submitting these testing records.

### Summer Graduation Information

A student is considered a summer graduate if he/she is not issued a diploma the previous yearend because he/she

- did not meet all graduation requirements (testing and/or curriculum), and
- was enrolled during the summer, and
- completes the necessary graduation requirements, and
- is reported with a diploma date prior to the start of the next school year, and
- is withdrawn by the start of the next school year.

These students are to have a Student Demographic Record and Student Attendance Record reported during the October (K) reporting period. The *Diploma Type Element*, *Diploma Date Element*, *Withdrawal Date*, and the *Withdraw Reason* are required to be completed on the Student Attendance Record. In the event that the district does not receive verification from the test vendor that the student passed the graduation test (s) until after the new school year starts the district may use the date of the summer test administration for the diploma date; This will allow the student to be counted as a summer graduate.

## Summer School Program Codes

Only the resident district reports the required summer data. If a student attends summer school programs in another district or entity, the resident district should request the information from the provider and report the summer program data for that student.

If a student participates in one of the following programs during the summer (even if he/she withdraws from summer school), then the resident district is responsible for reporting a Student Program Record during the October (K) reporting period. Districts are required to report all codes that apply.

### **Academic Intervention** (Formerly Student Intervention)

151490 Student received intervention services during the summer.

### **Title I – Summer School Subject Areas<sup>1</sup>**

231101 Title I Reading (Summer School)  
231102 Title I Writing (Summer School)  
231103 Title I Language Arts (Summer School)  
231104 Title I English (Summer School)  
231105 Title I Mathematics (Summer School)  
231106 Title I Science (Summer School)  
231107 Title I Civics/Government (Summer School)  
231108 Title I History (Summer School)  
231109 Title I Geography (Summer School)  
231110 Title I Other (Summer School)

### **Title I – Supporting Areas**

232101 Guidance/Counseling/Social Work (Summer School)  
232102 Health/Dental (Summer School)  
232103 Nutrition (Summer School)  
232104 Transportation (Summer School)  
232105 Preparation for Jobs (Summer School)  
232106 Earned GED (Summer School)  
232107 Other Title I Services (Summer School)

### **Title I – Students Attending Neglected or Delinquent Institutions**

234101 Court Placement in a Local/County-Operated Institution for Neglected Youth (Summer School)  
234102 Court Placement in a Local/County-Operated Institution for Delinquent Youth (Summer School)

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<sup>1</sup> Title I funds can only be used to supplement intervention requirements mandated by state law, such as HB 3. Title I Supporting Area codes (232XXX) can only be reported for those students who have also been reported with a Title I Summer School Subject Area code (231XXX).