FY16 Community School Flags and Data Quality Issues in SOES

Resident districts will have an updated list of fatal flags to choose from in Fiscal Year 2016 to place on community school student data in the School Options Enrollment System. Resident districts should carefully review submitted community school data and should only flag students if they have evidence that the student is not their responsibility for payment. In addition, resident districts will have a new ability to identify and provide the information a community school may need to resolve data quality issues on student records. Finally, the Ohio Department of Education will implement new business rules to automatically withhold funding for a community school student if no address appears in SOES.

The following sections provide clarification and updates on the following issues:
- Communicating data quality issues;
- Automatic approval of student records;
- Impact on funding due to missing addresses in SOES; and
- New fatal flags for FY16.

New Data Quality Issue Option

Resident districts will have a new way of communicating data quality issues to community schools in SOES. Resident districts will be able to select a "Data Quality Issue" option when opening the "Add Review" status page within SOES if there is a data issue.

The resident district will then be able to enter a comment to provide clarification to the community school on the data quality issue. This feature will not impact funding to the community school and should be used to address common data quality issues such as address mismatches.

Automatic Approval of Student Records

Existing approved student records in SOES will automatically be approved in FY16 if all data elements match the previously approved student data with several exceptions:
- **Grade levels:** Changed grade levels will not stop automatic approval since the student is now in a new grade.
- **Student dates:** Changed enrollment/withdrawn dates will not stop funding since the school year has changed.
- **Active 75-day review period:** If the 75-day review period for the prior school year is still active for a community school student record, it will not be automatically approved.

If any other data elements are changed, including a new reported address or a new student, the resident district will be able to review the community school student record.

Impact on Funding due to Missing Addresses in SOES

Community schools will not receive funding for a student until that student's address appears in SOES. The department of education will automatically stop funding for these students and no deductions will be made from the resident district's funding until the address appears in SOES for review. This eliminates the need for resident districts to flag student records without addresses. If and when the community school student's address appears in SOES, the resident district will have the normal 75-day window to review that record.

Overview of FY16 Fatal Flags

There will be five fatal flags in place for FY16. Any flag will stop funding to the community school until the flag is resolved by both the resident district and the community school. Community schools that are unable to resolve flags with resident districts in a timely fashion should continue to work with their area coordinators to address these circumstances. The descriptions below outline the circumstances when these flags should be applied.

1. **Documented challenge (fatal):** This flag should be selected if the resident district has <u>documentation</u> that a student's address is not within the territory of the district or that the parent is not residing in the district.
   - The resident district must have documentation to justify placement of the flag.
   - **It should not be used** if the address provided by the community school is within the boundaries of the district, even if it is not what is on record with the resident district.
     - In this circumstance, the resident district should utilize the "Data Quality Issue" option in the "Add Review" status page.
   - If the community school has documentation that its information, as reported in SOES, is correct and the resident district fails to provide documentation for the placement of the flag, the community school should work with its area coordinator to resolve the flag.

2. **Graduated (fatal):** This flag should be selected if the resident district believes that a student already has graduated from high school.

3. **Guardianship challenge (fatal):** This flag should be selected if the student is in a guardianship situation and the resident district reported by the community school is not the correct district where the parent resides or resided per Ohio law (Ohio Revised Code 3313.64 (C) or 3323.01(M)) or in accordance with a court order concerning responsibility for educational costs.

4. **Homeless challenge (fatal):** This flag should be selected if the district of residence assigned to a homeless student is challenged.

5. **SSID mismatch (fatal):** This flag should be selected if the SSID reported by the community school differs from the one on file at the district. If both SSIDs are valid, it is recommended that the SSID that was created first be used by both entities and the other deactivated in the SSID system.
   - Only valid SSID numbers should be used for funding purposes.
   - A flag will prevent the same student with two different SSID numbers from generating funding twice.