

**TEACHING PROFESSIONS PORTFOLIO SCORES
REPORT EXPLANATION
(.TXT_CCYY?_STU_CTEYE_TCHPROF)**

Education Management Information System (EMIS)



Revision Date April 29, 2011

**Prepared by
Office of Information Policy and Management**

Revision Date April 29, 2011

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Revision History

The revisions to this document listed in the table below.

Revision Date	Owner/Source	Description of Change
July 9, 2010	IPM, McKeand	Created explanation - derived from reports, programs
April 29, 2011	McKeand	Modified to reflect CTE Program of Concentration = E1 and the use of subject code 350011 as the sole subject code related to the Teaching Profession.

Report Overview

General Description and Significance

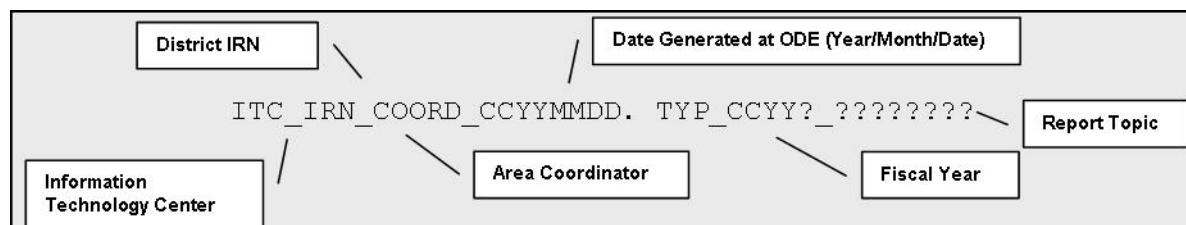
This is a summary report for the Teaching Professions Portfolio Scores for Concentrators, Concentrators who left secondary education, Tech Prep Concentrators and Tech Prep Concentrators who left secondary education. The data is sorted and counted by gender, and then sorted and counted by disadvantage, disability, LEP and other. The report also provides the total number of students for each score reported, the total of students who met the benchmark score and the percentage of students that passed. Portfolio *scores* appearing on the report are those for concentrators that left secondary education.

Tips for Reading This Document

- EMIS data elements are written in **SMALL CAPITAL LETTERS**.
- Report field names are written in **BOLD SMALL CAPITAL LETTERS**.
- Options (values) for each data element are indicated in *ITALICIZED CAPITAL LETTERS* and are enclosed in quotation marks.
- Record names are displayed in *italicized bold letters*.
- File names are displayed in **CAPITALIZED BOLD LETTERS**.
- CCYYP denotes the century and year and processing period.

Report Name and Timing

The file name for the detailed report is: **ITC_IRN_COORD_CCYYMMDD.TXT_CCYYN_STU_CTEYE_TCHPROF**; its components are described below ('?') may be used to represent the current reporting period when the report is used for multiple reporting periods). This report is produced during the Yearend (N) reporting period.



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ODE Processing

Process Description

The reports are generated during each week of the Yearend processing cycle and distributed to districts who submitted data in that processing week. This cycle runs through an aggregation of student data at the ITC and those files are transferred to ODE for further processing and report production.

Data Source

The teacher information comes from the *Staff Demographic, Staff Employment and Course Master* records submitted by the district. The student information comes from *Student Standing, Student Attributes – Effective Date, Student Attribute – No Date, Student Demographic, CTE Student Assessment, and Student Course Records*.

Submitted Data Used in Report

The data printed on the outputs or used in filtering come from a number of files. They are listed below in alphabetical order by element name.

Element Name	Record Field #	File Name	Special Notes
AUTHORIZED TEACHING EXPERIENCE YEARS	CI200	<i>Staff Demographic</i>	
BUILDING IRN	GI040	<i>Student Demographic</i>	
BUILDING NAME		<i>OEDS</i>	
TEACHING PROFESSION PORTFOLIO SCORE	GY890	<i>CTE Student Assessment</i>	
CTPD NAME		<i>OEDS</i>	
COUNTY		<i>OEDS</i>	
COURSE LEVEL	CN080	<i>Course Master</i>	
COURSE STATUS	GN090	<i>Student Course</i>	
CTE PROGRAM OF CONCENTRATION	FN290	<i>Student Attributes—No Date</i>	
CURRICULUM	CN310	<i>Course Master</i>	
DISABILITY CONDITION	FD130	<i>Student Attributes—Effective Date</i>	
DISADVANTAGEMENT	FD110	<i>Student Attributes—Effective Date</i>	
DISTRICT IRN	CK040	<i>Staff Employment</i>	
DISTRICT NAME		<i>OEDS</i>	
EDUCATION LEVEL	CI100	<i>Staff Demographic</i>	
EMPLOYEE ID	CI050	<i>Staff Demographic</i>	
EMPLOYEE NAME	CI060	<i>Staff Demographic</i>	
GENDER	GI080	<i>Staff Demographic</i>	
GENDER	CI090	<i>Staff Demographic</i>	
LENGTH OF SCHEDULED INSTRUCTION	CN100	<i>Course Master</i>	
STATE EQUIVALENT GRADE LEVEL	FD090	<i>Student Attributes—Effective Date</i>	
LIMITED ENGLISH PROFICIENCY	FD170	<i>Student Attributes—Effective Date</i>	
LOCAL CLASSROOM CODE	CN080	<i>Course Master</i>	
POSITION CODE	CK060	<i>Staff Employment</i>	
POSITION FUND SOURCE	CK130	<i>Staff Employment</i>	
POSITION STATUS	CK070	<i>Staff Employment</i>	

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Element Name	Record Field #	File Name	Special Notes
POSITION TYPE	CK140	<i>Staff Employment</i>	
RACIAL/ETHNIC GROUP	CI080	<i>Staff Demographic</i>	
SEMESTER CODE	CN090	<i>Course Master</i>	
SEMESTER HOURS	CI110	<i>Staff Demographic</i>	
SUBJECT CODE	CN050	<i>Course Master</i>	
TYPE OF APPOINTMENT	CK150	<i>Staff Employment</i>	

Derived Data Used in Report

Element Name	Record Field #	File Name	Special Notes
DIPLOMA DATE	FN090	<i>Student Attributes—No Date</i>	
WITHDRAWAL REASON	FS100	<i>Student Standing</i>	
EFFECTIVE END DATE	FS060	<i>Student Standing</i>	

Report Selection Criteria

The selection criterion is as follows:

For the current school year (2011)

Concentrators:

- Students reported with the *CTE Program of Concentration Element* = E1
- Students reported with *Subject Code Element* = “350011”
- Students reported with *Curriculum Element (CN310)* = “VT” or “VN”.

Concentrators who left secondary education:

- Students who left secondary education are secondary students who were reported as CTE Concentrators in the Teaching Profession Program of Concentration =E1, Subject Code= 350011 and Curriculum Element = VT or VN while enrolled in high school AND who are no longer enrolled in secondary education.
- *The Withdrawal Reason Element (FS100)* must be one of the following ‘47’, ‘71’, ‘72’, ‘73’, ‘74’, ‘75’ or ‘99’ in Yearend (N), and reported with a *Effective End Date Element (FS090)* not equal to zeros.
- For JVS and Contract vocational students only, the *Withdrawal Reason Element (FS100)* is not taken from the district that conducts the course but from the resident district or the attending district in cases where the student is open enrolled or for students falling under a superintendent’s agreement, etc.

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Report Sample, *Teaching Profession Portfolio Scores*

Header Information

The first area of the header describes information about the report generation. The upper left section names the program from which the report was generated and the data source. The middle information identifies the producer of the report and the report title. The upper right section states the date on which the report was generated, the page number, and the reporting period to which the report belongs.

The second area of the header pertains to the recipient of the report. It identifies the district for which the report was produced, its **IRN**, **COUNTY**, and **CTPD** of the district.

The third area of the header pertains to the state supervisor; **NAME**, **PHONE**, and **E-MAIL** are provided.

Detail Information

1. The first section contains information about the staff member teaching the course:

- **TEACHER NAME** Last, First, Middle initial
- **TEACHER ID** Certification number or Z-ID
- **GENDER** “M” or “F”
- **RACE** see EMIS manual for RACIAL/ETHNIC CATEGORY
- **DEGREE** see EMIS manual for EDUCATION LEVEL
- **SEMESTER HOURS** 3-digit number
- **AUTHORIZED EXP** 2-digit number of years
- **POSITION CODE** see EMIS Appendix D for POSITION CODES
- **POSITION STATUS** see EMIS Manual for POSITION STATUS codes
- **POSITION FUND SOURCE** see EMIS Manual for POSITION FUND SOURCE codes
- **POSITION TYPE** see EMIS Manual for POSITION TYPES
- **TYPE APPOINT** see EMIS Manual for TYPE OF APPOINTMENT

2. The second section contains information pertaining to the course:

- **BUILDING** IRN where class is held
- **LOCAL CLASSROOM CODE** LCC for this course
- **CURRICULUM** see EMIS Manual
- **SUBJECT** subject codes = “350011”
- **CTE PROGRAM OF CONCENTRATION** = E1
- **COURSE TYPE** should be “VT1” OR “VV1”
- **SEMESTER** “1” = first only, “2” = second only, “3” = all year
- **HOURS** Number of hours course is scheduled to meet
- **CTE CONCENTRATORS** based on counts in aggregations
- **CTE CONCENTRATORS WHO LEFT SECONDARY EDUCATION**

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- **HEAD COUNT** based on counts in aggregations
- **TECH PREP CONCENTRATORS** based on counts in aggregations
- **TECH PREP CONCENTRATORS WHO LEFT SECONDARY EDUCATION**

The counts by race, gender, disability, disadvantage, and LEP are determined in the aggregations. The [relationships](#) between the numbers are indicated on the last page of this report sample.

A count is included in DIS if the DISADVANTAGEMENT code = “1”, “2”, or “3”.

A count is include in LEP if the LEP value = “Y”, “L”, or “M”

A count is included in SWD if the DISABILITY CODE = “01” through “06” or “08” through “16”.

A count is included in OTH if none of the above apply.

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DISTRICT: 222222 THE JT VOC SD COUNTY: Percival CTPD: 000 THE JVSD CTPD
 STATE SUPERVISOR: Mary Jo Kohl PHONE: 614-644-6333 E-MAIL: MaryJo.Kohl@ode.state.oh.us

 +-----C A R E E R - T E C H N I C A L T E A C H E R I N F O R M A T I O N -----+
 TEACHER NAME: PETERS, BERNADETTE TEACHER ID: XX1234567 GENDER: F RACE: W
 DEGREE: 3 SEMESTER HOURS: 176 AUTHORIZED EXP: 30
 POSITION CODE: 230 POSITION STATUS: C POSITION FUND SOURCE: L POSITION TYPE: R TYPE APPOINT: 1

+-----C O U R S E I N F O R M A T I O N-----+ +-----S T U D E N T C O U N T S -----+
 SCHOOL BUILDING: 111111 The JT VOC SCH <9 UNG 9 10 11 12 13 23 TOT DIS SWD LEP OTH
 XXXX-111-11 LOCAL CLASSROOM CODE CONCEN- M 1 1 1
 SUBJECT CODE: 350011 SUBJECT NAME: CAR PATH TEACH TRATORS F 5 5 5
 PROGRAM OF CONCENTRATION: E1
 COURSE TYPE: VT1 LEVEL: 2 SEMESTER: 3 MULTIHAND: N
 COURSE HOURS: 450
 CONCEN-
 TRATORS M 1 1 1
 WHO LEFT F 1 4 5 5
 SEC EDUC
 TECH PREP M
 CONCENTRATORS F
 TECH PREP
 CONCENTRATORS M
 WHO LEFT F
 SEC. EDUC.

+---- P O R T F O L I O S C O R E S F O R C O N C E N T R A T O R S W H O L E F T S E C O N D A R Y E D U C A T I O N ----+
 M F M F
 ** OR BLANK TOTAL NUMBER OF STUDENTS WITH SCORES 1 5

	TOTAL STUDENTS		WHO MET THE BENCHMARK SCORE 67 (PASSED)		PERCENT OF STUDENTS WHO MET THE BENCHMARK 1.00%								
	M	F	M	F	M	F	M	F	M	F	M	F	
0		15		30		45		60		75		90	1
1		16		31		46		61		76		91	
2		17		32		47		62		77		92	
3		18		33		48		63		78		93	1
4		19		34		49		64		79		94	
5		20		35		50		65		80		95	
6		21		36		51		66		81		96	
7		22		37		52		67		82		97	
8		23		38		53		68		83		98	
9		24		39		54		69		84			

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10	25	40	55	70	85	
11	26	41	56	71	86	
12	27	42	57	72	87	1
13	28	43	58	73	88	2
14	29	44	59	74	89	

PROGRAM:EMIS2011-JUNE-DIST-TCHPROF-RPT OHIO DEPARTMENT OF EDUCATION DATE: 07/22/2011
 SOURCE:OEDS,GIVE,SECJUN,SECERRJUN,TCHPROF OFFICE OF DATA SERVICES PAGE 1
 EMIS REPORT:TXT_2011N_STU_CTEYE_TCHPROF EDUCATION MANAGEMENT INFORMATION SYSTEM REPORTING PERIOD: N (YEAREND)
 STAFF DATA SUBMITTED TO ODE AS OF 02/06/2011 STUDENT DATA SUBMITTED TO ODE AS OF 07/17/2011
 FY2011 CAREER PATHS FOR THE TEACHING PROFESSIONS PORTFOLIO LIST

DISTRICT: 062125 UPPER VALLEY JT VOC SD COUNTY: Percival CTPD: 000 THE JVSD CTPD

COURSE INFORMATION				STUDENT COUNTS												
SCHOOL BUILDING	LOCAL CLASSROOM CODE	CONCEN-TRATORS	M/F	<9	UNG	9	10	11	12	13	23	TOT	DIS	SWD	LEP	OTH
XXXX-222-22																
SUBJECT CODE: 350011	SUBJECT NAME: CAR PATH TEACH	TRATORS	F						3			3	1			2
PROGRAM OF CONCENTRATION: E1																
COURSE TYPE: VT1	LEVEL: 2 SEMESTER: 3	MULTIHAND: N														
COURSE HOURS: 450	PROGRAM BUILDER CODE:	CONCEN-TRATORS	M													
		WHO LEFT	F						3			3	1			2
		SEC EDUC														
		TECH PREP	M													
		CONCENTRATORS	F													
		TECH PREP	M													
		CONCENTRATORS	F													
		WHO LEFT	F													
		SEC. EDUC.														

PORTFOLIO SCORES FOR CONCENTRATORS WHO LEFT SECONDARY EDUCATION
 M F M F
 ** OR BLANK TOTAL NUMBER OF STUDENTS WITH SCORES 3

TOTAL STUDENTS	TOTAL STUDENTS WHO MET THE BENCHMARK SCORE 67 (PASSED)		PERCENT OF STUDENTS WHO MET THE BENCHMARK	
	M	F	M	F
3		2	0.67%	
M F	M F	M F	M F	M F
0	15	30	45	60
1	16	31	46	61
2	17	32	47	62
3	18	33	48	63
4	19	34	49	64
5	20	35	50	65
6	21	36	51	66
7	22	37	52	67

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Teaching Profession Portfolio Scores

8	23	38	53	68	1	83
9	24	39	54	69		84
10	25	40	55	70		85
11	26	41	56	71		86
12	27	42	57	72		87
13	28	43	58	73		88
14	29	44	59	74		89

98

1

EDIT CODES: NONE

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Error Detection and Correction

If the district believes that the headcounts are incorrect on the report, it should verify that the following information has been reported for the SSID:

If SSID is a Concentrator:

- *Program of Concentration Element* = E1
- *Subject Code (CN050)* = “350011”
- *Curriculum Element (CN310)* = VT or VN

If SSID is a Concentrator that left secondary education:

- *Subject Code (CN050)* = “350011”,
- *Withdrawal Reason Element (FS100)* = ‘47’, ‘71’, ‘72’, ‘73’, ‘74’, ‘75’ or ‘99’,
- *If Withdrawal Reason Element (FS100)* = “99” the *Effective End Date Element (FS090)* is greater than zero.

If Edit Code J38 appears on the report, the district should verify that the Teaching Profession Portfolio scores reported for each concentrator who left secondary education does not have an * reported in the element. The scores must be reported as a number between 0-98.

J38 Edit Code

For edit code: FATAL J38 One or more portfolio scores are missing. All students reported as CTE Concentrators and have left secondary education must have a portfolio score of 0-98 reported. Score CANNOT be reported as *.

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