

EMIS Change 23-50

This change updates reporting guidance for certain preschool special education students.

2.4 STUDENT STANDING (FS) RECORD

District Relationship Element

Record Field Number	FS140
Definition	The educational relationship between the student and the district.

Valid Options

- 1 The student is receiving instruction, in whole or in part, from the reporting district
- 2 The student is receiving services but no instruction from the reporting district
- 3 The student is receiving neither services nor instruction from the reporting district but the reporting district has an obligation to submit data on the student in EMIS

Reporting Instructions. There must be a value of “1”, “2”, or “3” submitted for each student record.

If the student is being instructed by the reporting district, the value of this element should be “1” even if the reporting district is also providing services. “1” should also be used if the student is being educated in a private facility, at district expense, and for students receiving instruction from staff reported as contracted from another EMIS reporting entity (i.e., reported via contract staff job records per Staff Records, Section 3.2 Reporting Contracted Staff). In general, any student with a percent of time greater than zero in the Student Percent of Time and/or Sent To Percent of Time Elements will be reported with a “1”. Exceptions include students in the Autism Scholarship Program, who will be reported with a “3”.

If the student is receiving no instruction from the reporting district, but is receiving services, the value of this element should be “2”. Services, in this context, include activities such as *special education* services only for students with disabilities, Title I services only, career assessment services only, and preschool students evaluated for special education as part of their Part C to Part B transition, found to be ineligible, and not otherwise attending the district. If a student is only receiving transportation services and has no other relationship with the district, they are not reported in EMIS, and therefore would not be reported with a “2”. Students reported with a “2” will have zeros reported in the percent of time elements and will not have any courses reported.

[If a preschool student is receiving services as directed by their IEP and no public district implementing those services has the student enrolled in a preschool course \(with a Student Percent of Time greater than zero and a District Relationship of “1”\), then the district implementing those non-center-based services may report the student with a District Relationship of “1” instead of “2”. The district reporting the relationship of “1” should report an appropriate Student Percent of Time based on the amount of time the district is providing IEP-directed services.](#)

If the student is receiving neither instruction nor services from the reporting district but the district has a fiscal or other responsibility for submitting the student record, this value should be “3”.

*EMIS Change 23-50: Update District Relationship reporting for PS special ed
Public Comment open from May 15 through June 13*

Option “3” should only be used if neither “1” nor “2” apply. Option “2” should only be used if “1” does not apply.

If the District Relationship is changed, the current student record should be closed. A new Student Standing (FS) Record must be opened and must contain the new District Relationship value.