

EMIS Change 23-61

This change updates EMIS Manual language regarding ESCs reporting preschool students. Reporting requirements have not changed; this is meant to add clarity to the guidance.

SECTION 2.1: STUDENT RECORDS OVERVIEW

REPORTING RESPONSIBILITY

Educational Service Centers

With the exception of preschool student data, Educational Service Centers are not required to report student data. Therefore, ESCs are not to report student data records for non-preschool students receiving and/or participating in programs/services from ESC employees. It is the sending/resident district's responsibility to report the appropriate student-level data records for those students receiving services and/or being educated by an ESC employee.

~~For funding purposes,~~ ESCs are ~~still~~ required to report student-level data for all preschool students they are educating and/or providing services to at their Department licensed preschools. If ~~the~~ an ESC has been contracted to provide ~~preschool special~~ education or services by another EMIS reporting entity for preschool students, refer to Section 3.2 Reporting Contracted Staff for what to report. ~~instruction or receives state preschool funds, then the ESC is required to report the appropriate student level records. These funds include allocations for the Early Childhood Education state funds (formerly State Funded Public Preschool Grant).~~

Generally, the following student records are required to be reported by the ESC if the ESC is serving preschool students:

- Student Course (GN; if ~~being reported with a percent of time and receiving more than itinerant services~~ student is in a center-based course)
- Student Demographic (GI)
- Student Standing (FS)
- Student Attributes – Effective Date (FD)
- Student Attributes – No Date (FN)
- Student Discipline (GD)
- Student Assessment (FA; ~~COS and~~ ELA)
- Student Program (GQ; if applicable)