

**ODE ITC EMIS Training Q & A  
March 2022**

Below are some of the questions that were asked during the ODE ITC EMIS Training sessions held between March 14 and 18, 2022. The questions are in order by topic and include the answer and, in many cases, a link to EMIS documentation where the information can be found. Questions received via Teams Chat and the phone have been included. These Q&A documents, as well as training schedules and presentations, are available on our [EMIS Training webpage](#).

## Assessments

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- Q1** *Should the district not eligible for reimbursement remove the record from reporting to clear the conflict from the (ICAC-001) Industry Credential Administrative Conflict Report?*
- A1** The entity not eligible for reimbursement can either remove the record from reporting or report it with the Test Type of INP. See [EMIS Manual Section 2.8](#).
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- Q2** *Is course grade substitution eligibility an option for a student completing a credit recovery course this year after failing it in a prior year?*
- A2** No, course grade substitution eligibility only applies to records with a prior year test date. See [EMIS Manual Section 2.8](#).
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- Q3** *What is the purpose of reporting the Industry Credential (GW) in both the Other Accountability Assessments Collection and the Career Tech Accountability Assessment Collection?*
- A3** Credentials are reportable in multiple collections to allow districts more opportunities to report results. Once a credential is reported in one collection, there is no need to report the record again in any other collection.
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- Q4** *Can an End of Course Level 1 FA.1034 critical error be ignored for students with SNR option W for scores with a prior year test date?*
- A4** This critical check is generated when the Grade Level of Student at Time of Test is not 11 or 12 for records reported with SNR of W and a FY21 administration date. Districts should review these records and either correct or remove from reporting. Note that critical checks do not prevent records from being submitted. See [EMIS Manual Section 2.8](#).
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- Q5** *Will the reporting of Childhood Outcome Summary (COS) results for typical students present any problems?*
- A5** We know of no problems, but these records will appear in the Supplementary Report.
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- Q6** *Should the COS be administered and reported for a student with disabilities leaving preschool for kindergarten?*
- A6** Yes, the COS should be administered to a student leaving special education preschool to go to kindergarten within the 30-day requirement.
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- Q7** *Are prior year results able to be reported for the COS?*
- A7** Yes, records with a test date as early as 4/1/2021 can be reported in the current year collection. See [EMIS Manual Section 2.8](#).
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**Grad Cohort Assignment**

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- Q8** *Is there any way to correct inaccurate Fiscal Year that Student Began Ninth Grade element reporting by a prior district other than the Graduate Cohort Appeals?*
- A8** The Graduate Cohort Appeals is the only way to correct prior year misreporting of either the Fiscal Year that Student Began Ninth Grade or the State Equivalent Grade Level elements.
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- Q9** *Should a student withdrawn to homeschooling be included in the withdrawing district's graduation rate denominator?*
- A9** No, Withdrawal Reason 43 should remove the student from the denominator. The district should review their reporting and update if needed. The Student Withdrawal Override (FC) Record could be used if it meets the reporting requirements. See [EMIS Manual Section 2.17](#).
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- Q10** *Is it best practice to change the grade level to grade 12 for a current year grade 11 student who is graduating early?*
- A10** Grade level determination is a local decision. Districts may change the grade level for such students; however, there is no EMIS reporting requirement that graduating students be reported as being in grade 12.
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- Q11** *Which graduation requirements would a student need to meet who intends to graduate early?*
- A11** All graduates must meet the graduation requirements of the cohort to which they are assigned. This is true of early grads and "on time" grads.
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**Gifted**

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- Q12** *Should a Student Gifted Education (GG) Record be reported for all grade levels or just those screened?*
- A12** A Student Gifted Education (GG) Record is required for all students in grades K-12.
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- Q13** *Is a grade 9 student who takes the ACT or SAT considered screened? Or is screening only to be reported for Juniors and Seniors taking the state administered assessment?*
- A13** Any student taking the ACT is considered screened in math, reading/writing, and science. Any student taking the SAT is considered screened in math and reading/writing.
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- Q14** *Should all grade 11 students taking the ACT or SAT be reported as screened if they have been previously identified?*
- A14** Yes, students taking the state administered ACT/SAT assessments are considered screened for EMIS reporting purposes.
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- Q15** *Would a community school report a student as identified in their area of giftedness if they were identified at a previous district?*
- A15** Yes, once a student has been identified in an area of giftedness, they are always identified. Any entity where that student enrolls would need to report them as such.
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- Q16** *Does ODDEX include the original identification date?*
- A16** No, the identification date is not included in the Additional Data Table in ODDEX History.
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**Q17** *Should a student only be reported as screened if they took the ACT/SAT **and** met the threshold score?*

**A17** Students should be reported as screened if they took either the ACT or SAT. If they meet the threshold score, then they are also reported as identified.

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**Q18** *What does "trained arts instructor" mean?*

**A18** Licensed arts teachers.

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## Acceleration

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**Q19** *What should be reported in the State Equivalent Grade Level element for a student who is whole grade accelerated?*

**A19** The student's accelerated grade level should be reported in the State Equivalent Grade Level (FD090) element. For example, a grade 7 student who is whole grade accelerated to grade 8 would be reported with grade 8.

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**Q20** *Does a student have to have a Written Acceleration Plan to be reported as accelerated?*

**A20** Yes. If there is no Written Acceleration Plan in place, the Student Acceleration (FB) Record should not be reported. See [EMIS Manual Section 2.7](#).

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**Q21** *Are acceleration records only reported the first year the Written Acceleration Plan was created, or all subsequent years?*

**A21** Student Acceleration (FB) Records should be reported every year the Written Acceleration Plan is being implemented, not only the first year it is created. See [EMIS Manual Section 2.7](#).

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**Q22** *Should Reading (R) and Writing (W) subject area codes be reported on the Student Acceleration (FB) Record for English Language Arts?*

**A22** Yes.

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**Q23** *Should the Accelerated Assessment Flag for the whole grade accelerated student be Y or N?*

**A23** The Accelerated Assessment Flag should be reported with N as the student should be taking any state assessments at the grade level reported in the State Equivalent Grade Level. See [EMIS Manual Section 2.7](#).

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**Q24** *Should a student taking Algebra II, where there is no state assessment, be reported with an Accelerated Assessment Flag (FB080) option N and Accelerated Level Count (FB070) of 0?*

**A24** Yes, Accelerated Assessment Flag option N should be reported if there is no state test. Assuming this is not the student's first year accelerated and they are still following a Written Acceleration Plan, the Accelerated Level Count should be 0.

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**Q25** *Would a student entering through the district's Early Entrance policy need to have a Written Acceleration Plan to report an acceleration record?*

**A25** Yes.

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**Q26** *Regarding early entrance, how should the Accelerated Level Count element be reported for a student beyond the initial year?*

**A26** If the student continues along the same Written Acceleration Plan and is not further accelerated beyond the initial year, the Acceleration Level Count would be reported with 0 for all subjects.

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**Q27** *If a student is accelerated in Math but did not take a math course this year, do we report an acceleration record?*

**A27** Yes. As long as a student is considered accelerated according to their Written Acceleration Plan, the student should be reported as such.

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