

ODE ITC EMIS Training Q & A
April/May 2020

Below are some of the questions that were asked during the ODE ITC EMIS Training sessions held between April 27 and May 1, 2020. 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 Skype IM and the phone have been included. These Q&A documents, as well as training schedules and presentations, are available on our [EMIS Training webpage](#).

COVID-19

Q1 *If students completed the Alternate Assessment, will those results be reported?*

A1 The Alternate Assessment Collection has been inactivated; therefore, it is not possible to report results.

Q2 *Are preschool assessments to be completed? What about ACTs?*

A2 Please refer to the state testing information on the Coronavirus webpage for all assessment-related guidance. See [State Testing](#).

Q3 *Are any assessment missing lists currently being generated?*

A3 As of May 1, only the DPR Growth Assessment Collection missing list is being generated. This is because ODE has received that vendor file. Once ODE receives vendor files for the other assessments, those missing lists will be turned on.

Q4 *Has there been any determination made on reporting Physical Education Evaluation data with the PHYSED DN attribute since the mandated building closure?*

A4 Discussion is ongoing at ODE as to how the Physical Education evaluations will be conducted and reported due to the mandated closure. Completed evaluations should be reported.

Q5 *Are the Initial IEP Eye Examination Group attributes still required to be reported?*

A5 Discussion is ongoing with this as well. Information will be shared once it is available.

Calendar and Attendance

Q6 *What should be reported for the days the district took to develop a plan and distribute work? Teachers were preparing, but there was no instruction provided. Are those considered calamity days and not teacher workdays?*

A6 For originally scheduled instructional days when a district was closed due to COVID-19 and no instruction was provided, report the Calamity (C_DCMTYTKN) attribute in the Calendar (C) Collection. For days when a district was closed due to COVID-19 and instruction was being provided, report **both** the Calamity (C_DCMTYTKN) and Blizzard Bag (C_DBLZZARD) attributes. Teacher workdays are reported in the Staff and Course (L) collections. Whether a calamity days for students is considered a workday for teachers would be a local decision.

Q7 *What should be reported by districts that have shortened the school year?*

A7 The last day of school should be reported based on the board approved calendar. For days between the last day education is provided and the board approved last day of school, districts should report the C_DCMTYTKN attribute, but not the C_DBLZZARD attribute.

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- Q8** *Are there other reports that can help verify both the Calamity and Blizzard Bag attributes are being reported since only Blizzard Bag will appear on the Calendar Display Report for those days?*
- A8** The Organization – General Information (DN) Record Level 1 Preview file should be used along with the Calendar Display Report to verify that reporting.
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- Q9** *Do Educational Service Centers report calamity days and blizzard bag days for preschool?*
- A9** Yes, this reporting guidance applies to ESCs and preschool.
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- Q10** Can community schools add up to two equivalent student day hours for Professional Development or Parent-Teacher Conferences?
- A10** No, this option does not apply to community schools. See [Minimum Hours and What Hours Count](#).
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- Q11** *Should community schools still withdraw students for the 72-hour rule during the closure?*
- A11** This question is addressed on the COVID-19 webpage. See [Community Schools and Sponsors](#).
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- Q12** *Should professional development and parent-teacher conference days that were scheduled on dates during the closure be removed from Calendar reporting?*
- A12** These should only be removed from reporting if they did not take place.
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Where Kids Count (WKC)

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- Q13** *Are districts still supposed to report test end dates this year using the new DN attribute?*
- A13** The new Assessment Group DN attributes are reported to indicate the first day of a district's testing window if it is different from the start date of the state window. Its purpose is to refine assessment missing lists, and has no impact on full academic year calculations or how to report the Majority of Attendance IRN.
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- Q14** *Is the Improving at Risk K-3 Readers measure still being calculated this year?*
- A14** Yes. The measure encompasses multiple years, so this year's reporting will impact next year's measure calculation.
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Secure Data Center

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- Q15** *Will Career Centers have a report card?*
- A15** Yes, there will be a Career Tech report card. See the [Accountability and Report Cards](#) section of the Coronavirus webpage for more information.
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- Q16** *The Local Report Card folder is no longer available. When does ODE anticipate turning it back on?*
- A16** The LRC folder was taken down in early March to prepare the files for FY20 data. Since the mandated closure, discussion is ongoing at ODE as to what will be available in the SDC. Once those determinations have been made, it will be communicated to the field.
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EMIS Changes

Q17 *EMIS Change 20-105(a): What is a direct enrolled Special Education student?*

A17 A “direct enrollment” student is one who was directly enrolled only into a career tech program at a JVSD or other public district without being enrolled in the resident/home district. These students are most commonly home-schooled, attending a non-public, or in a scholarship program. See [the definition of How Received option X in EMIS Manual Section 2.4](#). The EMIS Change clarifies disability condition reporting instructions for direct enrolled students. See [Disability Condition reporting instructions in EMIS Manual Section 2.5](#).

Q18 *EMIS Change 20-195: Will there be a new Retained Status option for COVID-19?*

A18 No new Retained Status options will be created for COVID-19.

Q19 *EMIS Change 20-195: will Retained Status options only be reported for grade 3 students?*

A19 Yes, Retained Status options will only be reported for third graders. No code will be reported for students at any other grade level.

Q20 *EMIS Changes 20-91 and 20-179: Is the removal of capital asset reporting a permanent change?*

A20 Yes, these are permanent changes.
