Today’s Agenda

• Brief Statewide Longitudinal Data Systems project 3 overview
• Review of Student Claiming Module
• Access to the Student Claiming Module (SCM) in the Ohio District Data Exchange (ODDEX)
• The claiming process
• Reviewing claimed students
• Canceling a claim
• Help and feedback
Three Major Modules

SCM: Student Claiming Module

PTG: Progress Towards Graduation Reports

EWS: Early Warning System
Why student claiming?

- Earlier access to student records
- Earlier notification to the district a student is leaving
- Fewer incorrect SSIDs
- Improved grade placement of new students
- Better high school graduation planning
- More to come!
How is a student claimed?

• For vast majority of students, can identify using
  – First and last name
  – Date of Birth
  – Gender
  – Prior school district

• Even higher percentage when add in
  – Similar names/nicknames
  – Prior teachers
Who is in the SCM system?

- Based on data submitted for Student Cross Reference
- A student who attended any public school since FY15
  - Traditional, JVSD, ESC, Community School, STEM
  - This was the first year names were submitted to SCR
  - Enrollments for several years prior also added
- EMIS data on math and English teachers also used
Tight integration between SCR and SCM

• A claimed student is included immediately in all enrollment history pages
• A claimed student is included in the next nightly refresh of SCR conflicts related to overlapping enrollment
• Tentative enrollment dates and types are entered during claiming, but are replaced with SCR data as soon as the student is included in an SCR submission
• A claim never submitted in SCR does not require an 81 w/d
Who has access to the SCM in ODDEXX?

• Several existing roles have immediate access
  – Superintendent can view and claim students and cancel other’s claims
  – EMIS Coordinator can view and cancel other’s claims
  – ITC staff with SDC-Student Level Access can view

• Two new roles can be assigned
  – Enrollment Staff-SCM can view and claim students and cancel other’s claims
  – Data View-SCM can only view claims
What should SCM not be used to do?

• SCM is not for checking data on *potential* students - only claim students who are enrolling
• SCM is not for finding a name to go with an SSID
• Additional ODDEX data for a claimed student not visible until student claimed and added to SCR checks
• To help ensure that the system is not abused, a staff member who claims a student will not be able to cancel their own claim
Options in the Student Claiming Module

- New menu bar option in ODDEX
- Can claim a new student, review prior claims related to your district, and cancel claims of students not yet reported as enrolled in SCR
The Claiming Process

• Five basic steps to claiming a student
• Each page has a bar across the top
  – Bar will grow as you complete each step for a student
  – May have multiple screens for the same step
  – Only way to return to an earlier step is to cancel or exit the current claim and start again
Initial Data Entry

**Student Claiming Initial Data Entry**
You (SSDT UPDATE) are entering data to claim a student for enrollment in Albany Commerce Academy (991761)

- First Name*
- Last Name*
- Date of Birth*
- Gender*
- Claiming for School Year*
- Middle Name/Initial
- Prior District Enrollment
- School Year
- SSID

* Required

The Student Claiming Module (SCM) is only to be used for accessing current enrollment and other information on a student at the time your district is enrolling the student. By claiming a student and accessing their data, you are telling other Ohio public districts and the Ohio Department of Education that the student’s parent or guardian has initiated the process to enroll in your district. Use of the SCM is monitored and misuse may result in revoking access to the SCM and/or ODDEX in general.
Initial Data Entry

Expand Search to Similar Names
Previous districts may not have submitted the student’s legal name to ODDEX. Searching for similar and nicknames (a "Sounds Like" search) with the same date of birth and gender may return a match for the student you are attempting to claim.

No matches were found using the information provided.

First Name Becky
Last Name Manning
Date of Birth 10/19/2016
Gender Female
Prior District Enrollment Nelson Camesville Ex Village (168274)
Year at Prior District 2022

Would you like to try finding the student using a Sounds Like search or cancel?

Proceed with Similar Name Search  Exit Claim
Finding a Match

Additional Information Required
Unable to complete the claiming process with the data entered up to this point. Please provide any of the additional information that is known. If no additional information is known, you will not be able to claim the student at this time.

Information entered up to this point
First Name: Tashia
Last Name: Rodgers
Date of Birth: 04/05/2016
Gender: Male
Finding a Match

Additional Information Required for Matching - Math Teacher
Multiple students match the data entered up to this point. For the student you are claiming, please select the name of a math teacher from a previous district to find a single match.

Select the Student's Previous Math Teacher
- COOKE, SUE V.
- EASTWOOD, KYLE
- HARRIS, JODI E.
- BANKS, JOANNE T.
- HANKS, TOM

Information entered up to this point
- First Name: Paul
- Last Name: Bunyan
- Date of Birth: 08/15/2013
- Gender: Male
- Prior District Enrollment: Lake City Rutledge Local (825954)
- Year at Prior District: 2021 - 2022
Finding a Match- or not!

• Won’t always be a match
• Bad information, not a public student since 2015
Confirming a Match

Additional Information Required to Confirm Match - ELA Teacher

The system has a potential match for the student you are claiming. Please select the name of an English or language arts teacher from a previous district to confirm the match is the student you are claiming.

Select the Student's Previous ELA Teacher

- ROBERTS, JULIA
- PAUL, NICOLE O.
- STRONG, SETH R.
- MCGOWAN, SYDNEY G.
- HANKS, COLIN

Information entered up to this point

- First Name: Paul
- Last Name: Bunyan
- Date of Birth: 08/15/2013
- Gender: Male
- Prior District Enrollment: Lake City Rutledge Local (825954)
- Year at Prior District: 2021 - 2022
- Math Teacher: EASTWOOD, KYLE
Confirming a Match

Ready to Claim for Enrollment
A single match has been found and confirmed for the student you are claiming.

WARNING
You are about to enroll Clarke, Hannah with Date of Birth 03/26/2007 and Gender Female
Do you wish to continue with the Enrollment?

Continue with Enrollment  Exit Claim

Information entered up to this point

First Name  Hannah
Last Name    Clarke
Date of Birth 03/26/2007
Gender    Female
Prior District Enrollment Cartoonville Public (625122)
Year at Prior District 2022
Projected Enrollment Information

Enrolling Hannah Clarke for School Year 2021 - 2022

Please enter the best information you have at this time for the items below. The information entered on this screen is used until the student is submitted in the Student Cross Reference/EMIS Submission.

**Enrollment Date**
8/23/2021

**Enrollment Type**
Full time student, enrollment in prior entities expected to end

Will this student be a resident of your district?  Yes  No

Enroll Student  Exit Claim

**Expected Percent of Time**
Full time student, enrollment in prior entities expected to end

Confirmation
You are about to enroll this student. A cancellation of the claim may only be completed by authorized personnel that did not complete the claim. Do you wish to continue with the enrollment?

OK  Cancel

Ohio Department of Education
Completed Claiming

Hannah Clarke Successfully Enrolled for School Year 2021 - 2022

Student Claimed and Enrolled

First Name: Hannah
Last Name: Clarke
Date of Birth: 03/26/2007
Gender: Female

Prior District Enrollments

<table>
<thead>
<tr>
<th>Educating Entity</th>
<th>School Year</th>
<th>Derived Enrollment Dates</th>
<th>Building Attended</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cartoonville Public (625122)</td>
<td>2021 - 2022</td>
<td>07/01/2021 - 06/30/2022</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please confirm you have claimed the correct student for your district.

Correct Student  Incorrect Student
Completed Claiming- Oops!

Incorrect Student Claimed - Tashia Rodgers FB6557537
Since you claimed and enrolled this student, you do not have the ability to cancel this claim. Please contact one of the staff listed below for assistance with canceling this enrollment and claim.

The following users have access to cancel a student claim for Dahlonega Whitmarsh Island City (193166).

<table>
<thead>
<tr>
<th>Employee Name</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>RDUSER UPDATE</td>
<td><a href="mailto:RDUpdate@Test.com">RDUpdate@Test.com</a></td>
<td></td>
</tr>
<tr>
<td>ODE UPDATE</td>
<td><a href="mailto:ODEUpdate@Test.com">ODEUpdate@Test.com</a></td>
<td></td>
</tr>
</tbody>
</table>

Start New Claim  Exit SCM
**Completed Claiming**

*Ohio Department of Education*

### Ohio District Data Exchange (ODDEX)

**Claiming and Enrollment Complete**

Initial entry >> Finding match >> Confirming >> Enrolling >> Completed

You have claimed the following student for enrollment:

<table>
<thead>
<tr>
<th>SSID</th>
<th>Student Name</th>
<th>Date of Birth</th>
<th>Claimed From</th>
<th>Projected Enrollment</th>
</tr>
</thead>
<tbody>
<tr>
<td>EG1044966</td>
<td>Clarke, Hannah</td>
<td>03/26/2007</td>
<td>Cartoonville Public (625122)</td>
<td>08/23/2021</td>
</tr>
</tbody>
</table>

Click here to view the historical data on this student. Depending on your access level, you may see prior enrollment details, assessments reported to the Ohio Department of Education, special education information and/or graduation cohort information.

[Start New Claim] [Exit SCM]
Options in the Student Claiming Module

• New menu bar option in ODDEX
• Can claim a new student, review prior claims related to your district, and cancel claims of students not yet reported as enrolled in SCR
# Lists of Claimed Students

![ODDEX Interface for Claimed Students](image)

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>SSID</th>
<th>Projected Enrollment Date</th>
<th>Actual Enrollment</th>
<th>Claim Date</th>
<th>Claimed From</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lawrence</td>
<td>Vicko</td>
<td>SCM000700</td>
<td>06/01/2021</td>
<td></td>
<td>06/08/2021</td>
<td>Dahlonega Whitmarsh Island City (193166) Records</td>
</tr>
<tr>
<td>Morton</td>
<td>Andrew</td>
<td>WQ2144314</td>
<td>05/18/2021</td>
<td>05/17/2021</td>
<td>05/31/2021</td>
<td>Cartoonville Public (625122) Records</td>
</tr>
<tr>
<td>Myers</td>
<td>Christina</td>
<td>EC2280239</td>
<td>05/28/2021</td>
<td></td>
<td>05/19/2021</td>
<td>Hepzibah-Meldrim Ex-Village (392896) Records</td>
</tr>
<tr>
<td>Colon</td>
<td>Cassandra</td>
<td>ZJ0791380</td>
<td>06/05/2021</td>
<td></td>
<td>05/17/2021</td>
<td>Jesup Osterfield City (813059) Records</td>
</tr>
<tr>
<td>Mathews</td>
<td>Deborah</td>
<td>IC9826802</td>
<td>05/24/2021</td>
<td></td>
<td>06/15/2021</td>
<td>Jesup Osterfield City (813059) Records</td>
</tr>
</tbody>
</table>
Cancel a Claim

A user does not have the option to cancel a claim on a student they claimed. A user can only cancel a claim on a student another district staff member has claimed. A user does not have the ability to cancel a claim on a student that has been reported to SCR. These students should be withdrawn likely using an '81' withdrawn code in an SCR submission.
Cancel a Claim
How to get Help

• ODDEX Help pages
• Training will be posted as a stand-alone recording
  – Version for EMIS coordinators very similar to today
  – Version for non-EMIS staff that includes more ODDEX background
• SSDT Help Desk
• EMIS Help Desk
• We want your feedback! Make it better!