



Extended School Year (ESY)

SLED Training

Spring 2017



Agenda

- I. Purpose of the ESY Module in SLED
- II. ESY Prerequisite Tasks
- III. Sources of Data
- IV. Accessing the ESY Module in SLED
- V. Required ESY Tasks in SLED
- VI. Next Steps
- VII. Resources



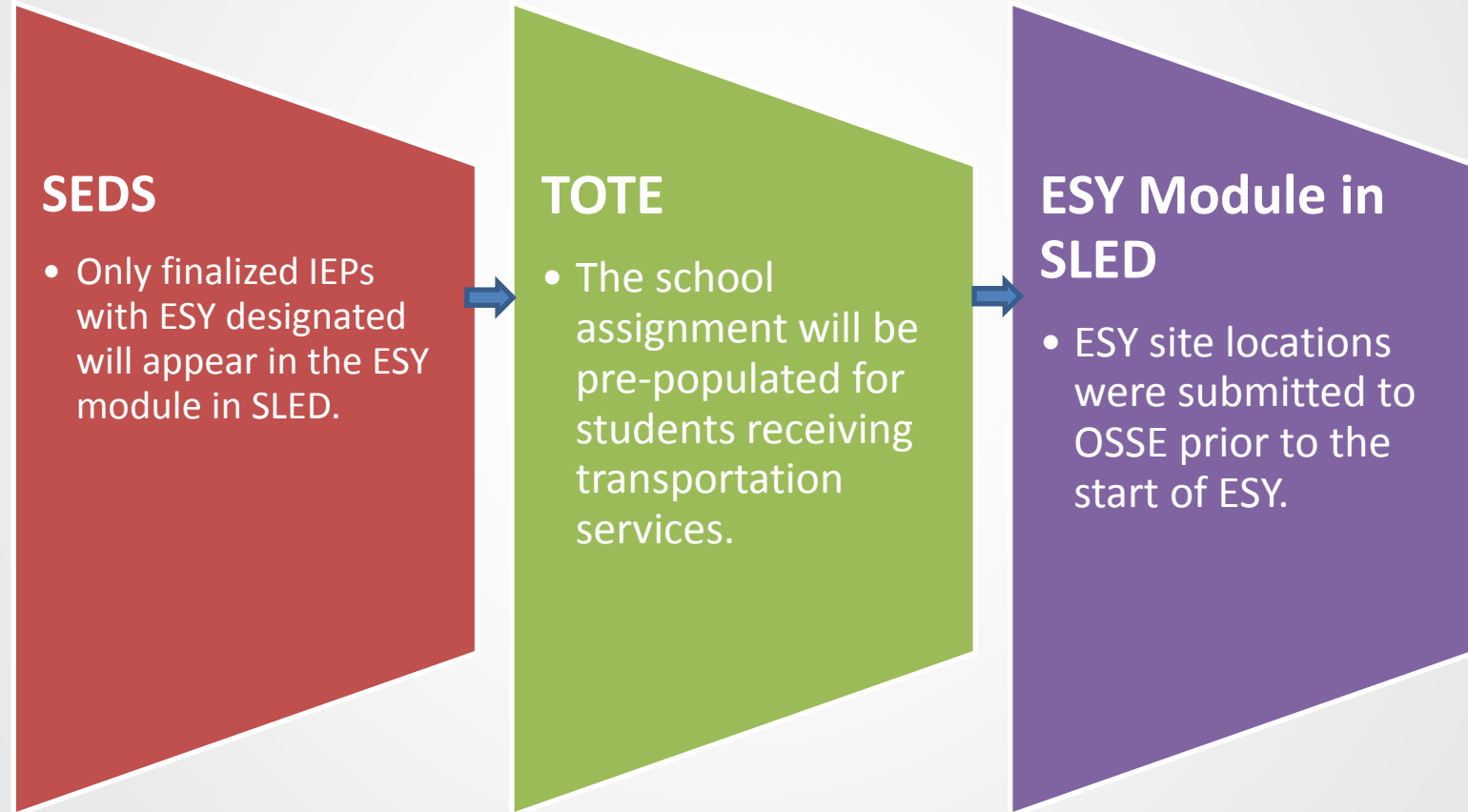
Purpose of the ESY Module in SLED

- SLED is a data system that houses critical information spanning a student's public education experience in the District of Columbia.
- The ESY Module in SLED allows LEAs to view and confirm where students will receive ESY services (ESY School Assignment).
- The ESY Module allows LEAs to view and confirm whether students attended the ESY program (ESY Attendance Status).
- All LEAs are required to complete the ESY module.



Sources of Data

Below are the sources of data for the ESY Module.





Prerequisite

Prior to completing the ESY module in SLED, LEAs are required to complete the following tasks:



- Finalize IEPs
- Indicate if a student is eligible for transportation services
- ESY calendar
- For more information, click [here](#)

- Complete the require actions in TOTE.
- For more information, click [here](#)
- To attend training, register [here](#)

- Create an ESY calendar in eSchoolPLUS
- To attend training, register [here](#)

- Obtain SLED credentials.
- To attend SLED training, send an email to sled.info@dc.gov



Accessing the ESY Module in SLED



Accessing the ESY Module in SLED

- Go to <https://sled.osse.dc.gov> and login.
- After logging in, navigate to the **Programs** tab on the upper right hand side of the page.
- The ESY module is listed under **Programs**.

The screenshot shows the SLED website interface. The header includes the SLED logo and the text "Statewide Longitudinal Education Data - Training Environment". The navigation menu includes "Home", "Library", "Reports", "Search", "Programs", "Related Sites", "Help", "My Profile", "LEA User 1 Training", and "Logoff". The "Programs" tab is selected. The main content area is divided into several sections: "Elementary & Secondary Education", "Enrollment Audit", "Next Generation Assessments", "Federal and Local Student Aid Reporting", "High School Feedback Reports", and "Extended School Year". The "Extended School Year" section is highlighted with a red box and contains the following items: "ESY Data Collection and Review" and "ESY Roster Management".



Accessing the ESY Module in SLED

ESY Data Collection and Review is where users can review ESY roster data.

Programs / ESY / Enrollment

ESY Data Collection and Review

Extended School Year (ESY) 2016-2017 Data Collection and Review

Welcome to Extended School Year (ESY) Data Collection and Review. Students eligible for ESY services through Special Education Data System (SEDS) are available in SLED for review and analysis.

ESY 2016-2017 Enrollment by LEA

The table below displays the total number of ESY students currently enrolled at this LEA.

LEA Name	LEA Code	ESY Student Total
District of Columbia Public Schools	001	229

ESY 2016-2017 Enrollment by School

The table below displays the total number of ESY students currently enrolled at the ESY schools within this LEA.

ESY School	ESY Student Total	ESY Start Date	ESY End Date
Anacostia HS	1	07/01/2017	08/01/2017
Ballou HS	3	07/01/2017	08/01/2017
Bridges PCS	3	07/01/2017	08/01/2017
Center City PCS Brightwood	1	07/01/2017	08/01/2017
Basis DC PCS	3	07/01/2017	08/01/2017
Barnard ES	1	07/01/2017	08/01/2017
C W Harris ES	1	07/01/2017	08/01/2017

ESY 2016-2017 School Roster

The table below displays a list of all students eligible or enrolled in ESY.

USI	Local ID	First Name	Last Name	DOB	ESY School ID	ESY School	ESY Transportation
7527884175	9300056	Test	Student	01/18/2009	205	Barnard ES	No

ESY Attendance Status

The graphic below displays the Attendance Status by student. Click the Grid icon to see this in table view. Click the graphic icon to return to this display.

Attendance Status	Percentage	Count
Blank	96%	220
Partially Attended ESY	4%	8
Did Not Attend ESY	0%	0
Attended ESY	0%	1

This is an LEA-level view

All data displayed is fictitious.



Accessing the ESY Module in SLED

ESY Roster Management is where users confirm the ESY school and attendance.

The screenshot shows the SLED user interface. At the top is a blue navigation bar with the following items: **Programs** (highlighted with a red box), **Related Sites**, **Help**, **My Profile**, **LEA User 1 Training**, and **Logoff**. A search bar labeled "Search Student" is located on the right side of the navigation bar. Below the navigation bar, the main content area is divided into several sections:

- Elementary & Secondary Education**
 - Current Enrollment Summary (uncertified)
 - Current Roster (uncertified)
 - Direct Certification
- Next Generation Assessments**
 - Next Generation Assessments Roster
 - 2016-17 PARCC Registration Roster
- Enrollment Audit**
 - LEA Summary
 - Student Level
 - Certification & Anomalies Acknowledgement Form
 - Document Upload
- Federal and Local Student Aid Reporting**
 - Summary
- High School Feedback Reports**
 - UDC Summary
 - UDC-CC Summary
 - Graduation Summary
- Extended School Year**
 - ESY Data Collection and Review
 - ESY Roster Management** (highlighted with a red box)



Accessing the ESY Module in SLED

- Users are able to filter the data to identify students and update their ESY School Assignment and ESY Attendance Status.
- If a student is receiving ESY transportation, the school assignment cannot be modified in SLED.

Filter

Select and ESY school or the transportation indicator to filter the students in the table below. Students with the transportation indicator of YES cannot be edited.

Assign

Checkmark the students to be assigned. Select the ESY School from the dropdown then click Submit. Repeat the process to update a student's attendance status.

ESY School **ESY Attendance Status**

ESY 2016-2017 School Roster

Select	USI	Local ID	First Name	Last Name	DOB	ESY School ID	ESY School
<input type="checkbox"/>			Test	Student	01/18/2009	205	Barnard ES

15 items per page 1 - 1 of 1 items



Accessing the ESY Module in SLED

Users may filter by:

1. ESY Attending School
2. Transportation Y/N
3. ESY Attending School and Transportation Y/N

ESY Roster Management

Filter

Select and ESY school or the transportation indicator to filter the students in the table below. Students with the transportation indicator of YES cannot be edited.

ESY Attending School ▼ Transportation Y/N ▼ Apply Filter Clear Filter

The schools listed in the dropdown menu for **ESY Attending School** were provided to OSSE prior to the start of ESY.



Required ESY Tasks



Required ESY Tasks in SLED

- Access the SLED 2016-17 ESY School Roster at least one week prior to the start of ESY to verify the roster.
- Complete ESY School assignments in SLED by the start of ESY.
- Submit ESY Attendance Status in SLED within five days after ESY ends for the LEA.



Required ESY Tasks in SLED

To assign an ESY school, navigate to the ESY Roster Management page and:

1. Select one or more student(s) from the ESY 2016-17 School Roster section
2. Under the Assign section, select the ESY School
3. Click the **Submit** button

Assign

Checkmark the students to be assigned. Select the ESY School from the dropdown then click Submit. Repeat the process to update a student's attendance status.

ESY School 2 3 ESY Attendance Status

ESY 2016-2017 School Roster

Select	USI	ESY School	ESY Transporta...	Attenda... Status	Eligibility End Date				
<input checked="" type="checkbox"/>	7978111504	92	No		04/30/2018				
<input type="checkbox"/>	7547458220	90			05/19/2019				
<input type="checkbox"/>	3225721702	92			05/16/2017				
<input type="checkbox"/>	7264501222	93			06/04/2019				
<input type="checkbox"/>	3621944520	91			04/28/2019				
<input type="checkbox"/>	7078733432	93			10/01/2018				
<input type="checkbox"/>	6230750519	90			05/29/2019				
<input type="checkbox"/>	8102464002	9293202	Joshua	Voisine	11/14/2001				03/10/2019



Required ESY Tasks in SLED

For **ESY Attendance Status**, the four options available:

Repeat the process to update a student's attendance status

ESY Attendance Status

Select One..

Select One..

Not Recorded

Did Not Attend ESY

Partially Attended ESY

Attended ESY

Submit

Option	Definition
Not recorded	This option may be used to undo an incorrect entry.
Did not Attend ESY	The student did not attend ESY.
Partially Attended ESY	If the student attended at least one day, the student partially attended.
Attended ESY	If the student attended 100 percent.



Required ESY Tasks in SLED

To submit the ESY Attendance Status:

1. Select one or more student(s) from the **ESY 2016-17 School Roster** section
2. Under the **Assign** section, select an **ESY Attendance Status**
3. Click the **Submit** button

Assign

Checkmark the students to be assigned. Select the ESY School from the dropdown then click Submit. Repeat the process to update a student's attendance status.

ESY School ESY Attendance Status

ESY 2016-2017 School Roster

Select	USI	Local ID	First Name	Last Name	DOB	ESY School ID ▲	ESY School	ESY Transporta...	Attenda... Status	Eligibility End Date
<input checked="" type="checkbox"/>	7978111504	9278034	Marshall	Sottile	04/19/1997			No		04/30/2018



Next Steps



Next Steps

LEAs are required to :

- Ensure progress reports are entered in SEDS during ESY.
- Complete attendance status in SLED.
- Review anomalies in the Unified Data Errors Application.

A screenshot of a dashboard interface. At the top left is a logo with two overlapping circles, one green and one yellow. To its right, a red-bordered box highlights the text 'SY16-17 Unified Data Errors'. Below this, smaller text reads: 'Data last loaded: March 28 2017 9:16 AM', 'Published: January 30 2017 2:53 PM', and 'Published to: LEA'. Below the header is a navigation bar with 'Sheets', 'Bookmarks', and 'Stories' icons. Underneath, a section titled 'Base sheets (6)' contains a grid of six cards, each with a bar chart icon and a title. The fifth card, 'Special Education Data Errors', is highlighted with a red border. The other cards are 'Unified Data Errors Summary', 'Enrollment Data Errors', 'Duplicative Enrollments', 'Attendance Data Errors', and 'Trend'.



Resources

- Important Dates
- Training Resources
- Technical Assistance



Important Dates

Date	Action Required	Responsible
April 10, 2017	Deadline to provide ESY site locations	LEA SE POCs
April 21, 2017	Deadline to add ESY program schedule in eSchoolPLUS	LEA Data Managers
April 30, 2017	Complete and finalize amended IEPs for ESY and ESY transportation in SEDS	LEA SE POCs
May 1, 2017	Complete TOTE for ESY transportation	LEA SE POCs
By the start of ESY	Complete School Assignment in ESY SLED Module	ESY POCs
One week before the start of ESY	Access SLED ESY module to verify roster(s)	ESY POCs
End of ESY	Review Qlik for Unified Data Errors	ESY POCs
Up to five days after ESY ends	Deadline to submit ESY Attendance Status in SLED	ESY POCs
Up to five days after ESY ends	Complete ESY Progress Reports in SEDS	ESY POCs



Training Resources

Title	Location
OSSE Data Systems Training Registration Site	https://octo.quickbase.com/db/bj339wdcr
Registration for OSSE DOT TOTE April 12 Training for ESY	https://www.eventbrite.com/e/osse-dot-tote-training-for-esy-2017-and-sy-2017-18-tickets-32637540763
Extended School Year (ESY) Services Policy and Certification	https://osse.dc.gov/publication/extended-school-year-esy-services-policy-and-certification
ESY Frequently Asked Questions	https://osse.dc.gov/publication/extended-school-year-esy-services-frequently-asked-questions
Feb. 15, 2017 SEDS LEA SE POC monthly webinar	http://osse.dc.gov/node/1221536



Technical Assistance

Topic Area	Contact
ESY Policy Issues and Questions	OSSE.tta@dc.gov
TOTE Issues and Questions	OSSE Support Tool
Requesting Access to TOTE	OSSE Support Tool and TOTE support line (202) 576-5520
SEDS Issues and Questions	OSSE Support Tool
SLED ESY Module Issues and Questions	OSSE Support Tool



Reminders

- Users **cannot** assign the school and assign the attendance status at the same time. Submit one and then the other.
- ESY School Assignment must be completed before ESY begins.



Q&A



| Thank you!