



2017-18 School Year Start of School

May 18, 2017 | Stephanie Davis



Agenda

- Extended School Year (ESY)
- Summer School
- LEA Data Mapping
- Exit Management
- Demographic Certification
- Qlik Students with Disabilities Early Access
- Closing Out 2016-17 School Year
- Year End Transition
- Start of School Priorities
- Start of School Checklist



Extended School Year



Extended School Year

- Ensure that your LEA ESY calendars are created in eSchoolPLUS.
- Ensure that you assign an ESY site to students in the SLED ESY module if your LEA has multiple ESY sites.
- All independent charters must complete the attendance status of their students within five business days of the end of their ESY period.



Summer School



Summer School

- LEAs offering summer school must upload the roster in the OSSE Summer School application by June 9.
- LEAs will have the opportunity to add students manually beginning June 12.
- For questions regarding summer school, please contact Stephanie.Davis3@dc.gov.



Calendars and Points of Contact



Calendars and Points of Contact

Calendars

- 2017-18 school year calendars must be completed by June 2.

Points of Contact

- LEAs should continue to make updates to the Points of Contact throughout the summer.
- LEAs should assign staff to the all Points of Contact roles, if applicable.



Exit Management



Exit Management

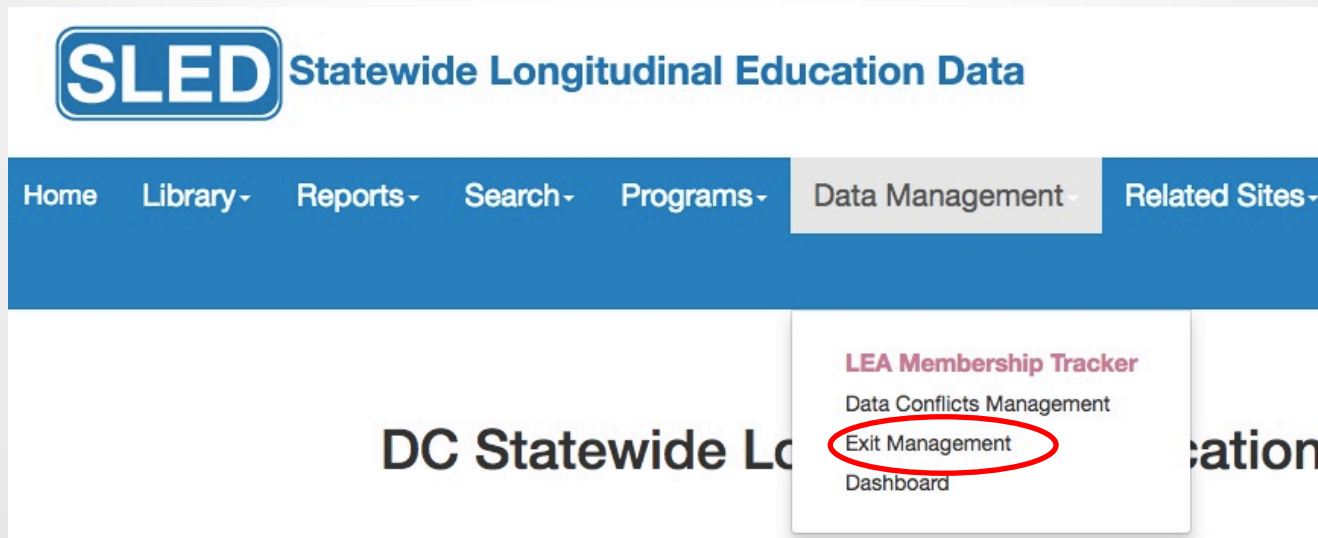
Exit Management:

- Is the process of maintaining accurate exit codes with appropriate supporting documentation for each student's exit instance.
- Will allow for a more accurate view of the LEA's roster for purposes of enrollment audit, ACGR and other data verifications.



Exit Management

- Released: May 5, 2017
- LEA staff with LEA or School Approver can access the module in SLED
- Register and attend scheduled trainings.
 - Please access the [OSSE Data Systems Training Registration](#) site to register.





Demographic Certification



Demographic Certification

- Demographic Certification Office Hours
 - In-Person on 3rd floor training lab at 11 a.m. – 12 p.m.
 - May 25, June 8, June 22 and July 6
 - Webinar dates are listed in the Process Overview document posted in Qlik
- Key dates to complete Demographic Certification in the Qlik
 - June 23, for all eligible students taking assessments
 - July 6, for all other students



Closing Out 2016-17
School Year



Closing Out 2016-17 School Year

In preparation for the end of school, LEAs should:

- Resolve all conflicts in the LEA Membership Tracker,
- Exit all students after the last day of school with the appropriate exit code, and
- Register and attend scheduled trainings.
 - Please access the [OSSE Data Systems Training Registration](#) site to register.



Year End Transition



Year End Transition

- Year End Transition will occur Friday, July 7.
- The 2017-18 school year will begin Monday, July 10.



Qlik Early Access to Students With Disabilities



Qlik Early Access to Students With Disabilities

- Released Monday, May 1, 2017
- LEAs who participate in My School DC currently have access to current and newly pre-enrolled students with disabilities data.
- LEAs who do not participate in My School DC will have access to current and newly pre-enrolled students with disabilities data once their SIS is sending data for 2017-18 school year.



Data Transfer



Data Transfer

LEA Data Mapping

- Available Monday, May 1
- Targeted completion Thursday, June 1

Configuration Session

- Target completion at least two weeks prior to the LEA's start of school.



Start of School Checklist



Start of School Checklist

Start of School Checklist

- Take an updated checklist



OST Updates



OST Updates

OST – Things a Consider

Overview

This document outlines the necessary steps to check prior to submitting an OSSE Support Tool (OST) ticket.

Checklist

Did you check the following things before submitting an OST ticket?

Enrollment

- In the Local Education Agency (LEA) Data Mapping Tool, check for data mapping issues to ensure the data is flowing accurately to OSSE
- Ensure the Stage 5 date is after the Stage 4 date
- Ensure entry code matches to the appropriate exit code
- A Stage 5 enrollment indicates a student is attending and receiving educational services
- Attendance is required when a student has a Stage 5 enrollment
- Student records should not be deleted from the LEA Student Information System (SIS), they should be exited – even if the entry is an error.
- Ensure students are exited and re-enrolled the next day when transferring to a Non-Public School
- During the school year the LEA with the most recent enrollment date will see the student
- Nightly feeds from the LEA SIS, the submitted demographic and attendance data files must be cumulative

SEDS

- To receive a USI ensure these fields are populated: First Name, Last Name, Gender and Date of Birth
- Extended School Year enrollments take precedence over the enrollments for start of the next school year

eSchoolPLUS

- Calendars must be updated with unexpected school closures



Demographic Certification Reminder

May 18, 2017



Demographic Certification

For 2016-17, OSSE is leading a unified comprehensive student demographic, enrollment, and assessment participation certification process.

- LEAs review, correct, and certify accurate and valid data for all students attending school during the 2016-17 school year
- Certified data will be used for key reporting and analysis efforts such as assessment reporting, ACGR, PMF, Equity Reports, and Accountability Dry-Run
- Change in process from previous year's demographic verification



Demographic Certification

- Resolution of data error must take place in source systems (e.g., LEA Student Information System, EasyIEP)
- Student-level and aggregate data being certified is viewable in the **Demographic Certification** Qlik application
- OSSE provides support to LEAs through in-person and virtual office hours that run through the certification window and through OST



Demographic Certification

Certification Deadlines:

- **June 23** – Deadline for certification all students-level demographic, enrollment, and assessment participation data for **students that are eligible** to participate in any PARCC, MSAA, DC Science, or DC Science Alternate assessment
- **July 7** – Deadline for all students-level demographic and enrollment data for **students that are NOT eligible** to participate in any PARCC, MSAA, DC Science, and DC Science Alternate assessment

There is no appeals period in this process. After the June 23 and July 7 deadlines, the student-level data for 2016-17 will be considered final and authoritative.



Demographic Certification

- Please do not wait until the end of the certification window to review and update your student-level data.
- If you have not been working on the demographic, enrollment, and assessment participation certification, please start immediately.
- OSSE staff are available to help you during this process through the weekly office hours and the OSSE Support Took (OST).
- If you feel lost in the process or do not know where to start, please reach out to us as soon as possible so that we can provide assistance: Darrell.Ashton@dc.gov or (202) 741-5537



Demographic Certification

- For more detailed information on the certification process, please view the *2016-17 Consolidated Demographic, Enrollment, and Assessment Participation Certification: Process Overview and Technical Guide* documents, which are linked in the Demographic Certification Qlik application.
- If you feel lost in the process or do not know where to start, please reach out to us as soon as possible so that we can provide assistance: Darrell.Ashton@dc.gov or (202) 741-5537