


# **THE FOLLOWING CHANGES ARE FOR FISCAL YEAR**

## **1112**

Education Information and Accountability Services is in the process of converting the 2010-11 Database Manuals to a 508 compliant format. If you are visually impaired and need assistance reading the manuals, please contact Education Information and Accountability Services at [askeias@fldoe.org](mailto:askeias@fldoe.org) or (850) 245-0400.

## PRIOR SCHOOL STATUS/STUDENT ATTENDANCE – REJECT RULES

 19. Days Present, Annual must be zero-filled in Survey 2 and must be numeric for Surveys 3 and 5 unless Term is Y in which case it must be zero-filled. -record rejected-

### EXAMPLE


The first record listed below would be loaded to the data base assuming no other reject rule would cause its rejection. The second record would be rejected because Days Present, Annual is not ZZZ for the survey reported.

District Number, Current Enrollment	Student Number Identifier, Florida	Survey Period Code	Days Present, Annual	Term
12	121234567X	5	088	3
* 12	121234568X	2	088	Z

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct Days Present, Annual and resubmit the record.

## PRIOR SCHOOL STATUS/STUDENT ATTENDANCE – REJECT RULES

 20. Days Absent, Annual must be zero-filled in Survey 2 and must be numeric in Surveys 3 and 5 unless Term is Y in which case it must be zero-filled. -record rejected-

### EXAMPLE


The first record listed below would be loaded to the data base assuming no other reject rule would cause its rejection. The second record would be rejected because Days Absent, Annual is not 000 for the survey reported.

District Number, Current Enrollment	Student Number Identifier, Florida	Survey Period Code	Days Absent, Annual	Term
19	191234567X	5	012	3
* 19	191234568X	2	012	Z

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct Days Absent, Annual and resubmit the record.

## PRIOR SCHOOL STATUS/STUDENT ATTENDANCE – EXCEPTION REPORTS

 **71. For Survey Period Codes 3 and 5, Days Present, Annual must be in the range 0-180. -exception report-**


### EXAMPLE

The first and third records listed below would pass this edit. The second record below would cause a message to be generated because Days Present, Annual is greater than 180.

School Number, Current Enrollment	Student Number Identifier, Florida	Term	Days Present, Annual
0411	12345678X	3	002
* 0411	12345679X	3	768
0411	12345670X	3	174

### DISTRICT RESPONSIBILITY

The district should verify the Days Present, Annual and correct the record if in error. Otherwise, the district would take no action.

 **72. For Survey Period Codes 3 and 5, Days Absent, Annual must be in the range 0-180. -exception report-**

### EXAMPLE

The first and third records listed below would pass this edit. The second record below would cause a message to be generated because Days Absent, Annual is greater than 180.

School Number, Current Enrollment	Student Number Identifier, Florida	Term	Days Absent, Annual
0311	123456789X	3	002
* 0311	123456791X	3	215
0311	123456801X	3	012

### DISTRICT RESPONSIBILITY

The district should verify the Days Absent, Annual and correct the record if in error. Otherwise, the district would take no action.

## PRIOR SCHOOL STATUS/STUDENT ATTENDANCE – EXCEPTION REPORTS



**75. For Survey Period Codes 3 and 5, the sum of Days Absent, Annual and Days Present, Annual must not be greater than 180. -exception report-**

### **EXAMPLE**


The record listed below would cause a message to be generated because the sum of Days Absent, Annual and Days Present, Annual is greater than 180.

School Number, Current Enrollment	Student Number Identifier, Florida	Days Present, Annual	Days Absent, Annual
* 0021	012345678X	165	050

### **DISTRICT RESPONSIBILITY**

The district should verify Days Present, Annual and/or Days Absent, Annual and correct the record if in error. Otherwise, the district would take no action.

## **PRIOR SCHOOL STATUS/STUDENT ATTENDANCE – AGGREGATE EXCEPTION REPORTS**

 **91. For Survey Period Codes 3 and 5, for each school on the Prior School Status/Student Attendance table, the number of Days Absent, Annual must be > 0. – aggregate exception edit –**

Note: The following information will be listed on the exception report for schools that do not meet the aggregate exception edit above:

- District Number, Current Enrollment
- School Number, Current Enrollment
- Total Days Present, Annual
- Total Days, Absent, Annual
- Percentage Days Present, Annual

### **EXAMPLE**

School 0035 has 201,136 aggregate days present and 0 days absent on the Prior School Status/Student Attendance table. These figures equate to 100% days present during the 180 day school year. An aggregate edit error message is generated for school 0035 on the exception report indicating that the school failed this aggregate exception edit.

### **DISTRICT RESPONSIBILITY**

The district must verify Days Absent, Annual and Days Present, Annual on the Prior School Status/Student Attendance records for this school and correct these fields if in error.

FLORIDA DEPARTMENT OF EDUCATION  
DOE INFORMATION DATABASE REQUIREMENTS VOLUME I:  
AUTOMATED STUDENT INFORMATION SYSTEM  
AUTOMATED STUDENT DATA ELEMENTS

Year: 2011-12

Data Element Number: **112025**

Data Element Name: **Days Absent, Annual**

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A numeric value representing the total days the student is absent from a school or district during the 180 day school year.

This is a calculated value using daily attendance.

<b>Code</b>	<b>Definition/Example</b>
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	Not applicable for this element
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**NOTE:**

a) For the Prior School Status/Student Attendance format (DB9 55x), Days Absent, Annual means the total number of days the student is absent for each entry or reentry in each school in which the student is enrolled during the 180-day school year.

b) For the permanent record, Days Absent, Annual means the total number of days the student is absent from all district schools during the 180 day school year.

**Length:** 3

**Data Type:** Numeric

**Year Implemented:** 9293

**State Standard:** Yes

**Use Types:**

State Reporting: Yes

Local Accountability: No

FASTER: Yes

Migrant Tracking: No

**Required Grades:** PK-12

**Programs Required:**

All Programs

**Formats Required:**

Prior School Status / Student Attendance DB9 55x

**Surveys Required:**

Survey 2 Default

Survey 3 Yes

Survey 5 Yes

**Appendixes:**

None

Data Element Number: **112025**

Data Element Name: **Days Absent, Annual**

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**Description of Changes:**

12/20/2011	Surveys Required	Changed Survey 3 from Default to Yes.
12/20/2011	Notes	Adjusted wording in Note (a) to reflect current name of format.



FLORIDA DEPARTMENT OF EDUCATION  
DOE INFORMATION DATABASE REQUIREMENTS VOLUME I:  
AUTOMATED STUDENT INFORMATION SYSTEM  
AUTOMATED STUDENT DATA ELEMENTS

Year: 2011-12

Data Element Number: **113225**

Data Element Name: **Days Present, Annual**

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A numeric value representing the total days the student is present in a school or district during the 180 day school year.

This is a calculated value using daily attendance.

<b>Code</b>	<b>Definition/Example</b>
-------------	---------------------------

	Not applicable for this element
--	---------------------------------

**NOTES:**

a) For the Prior School Status/Student Attendance format (DB9 55x), Days Present, Annual means the total number of days the student is present for each entry or reentry in each school in which the student is enrolled during the 180 day school year.

b) For the permanent record, Days Present, Annual means the total number of days the student is present at all district schools during the 180 day school year.

**Length:** 3

**Data Type:** Numeric

**Year Implemented:** 9293

**State Standard:** Yes

**Use Types:**

State Reporting: Yes

Local Accountability: No

FASTER: Yes

Migrant Tracking: No

**Required Grades:** PK-12

**Programs Required:**

All Programs

**Formats Required:**

Prior School Status / Student Attendance DB9 55x

**Surveys Required:**

Survey 2 Default

Survey 3 Yes

Survey 5 Yes

**Appendixes:**

None

Data Element Number: **113225**

Data Element Name: **Days Present, Annual**

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**Description of Changes:**

12/10/2011	Surveys Required	Changed Survey 3 from Default to Yes
12/10/2011	Notes	Adjusted wording in Note (a) to reflect the current format name.

## EXCEPTIONAL STUDENT - REJECT RULES

**2F. Evaluation Completion Date must be numeric. If Exceptional Student Placement Status = E, P, I or N and Survey Period does not equal 1, then Evaluation Completion Date must be a valid date and less than or equal to the survey date (for survey periods 2, 3 and 4) or less than August 31 following the 180 day school year (for survey period 5).**

**If Exceptional Student Placement Status = E, P, I or N and Survey Period is 1, then Evaluation Completion Date must be a valid date and less than or equal to the survey date or it must be zero-filled.**

**If Exceptional Student Placement Status = R, then Evaluation Completion Date must be zero-filled. If Exceptional Student Placement Status = T, then Evaluation Completion Date must be zero-filled or a valid date that is less than or equal to the survey date (for survey periods 1, 2, 3 and 4) or less than August 31 following the 180 day school year (for survey period 5).**

 **If Survey Period = 7, then Evaluation Completion Date must be zero-filled or must be less than August 31 following the 180 day school year. -record rejected-**

### EXAMPLE

The second and third records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The first record would be rejected because Evaluation Completion Date is a future date.

Student Number Identifier, Florida	Survey Period Code	Year	Exceptional Student Placement Status	Evaluation Completion Date
* 361234567X	3	****	P	05162099
361234568X	3	****	P	05162011
361234569X	3	****	T	00000000

\*\*\*\* = Valid fiscal year for data submission.

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct Evaluation Completion Date and resubmit the record.

## ENGLISH LANGUAGE LEARNERS INFORMATION - REJECT RULES

10. If Survey Period Code is 2 or 3, English Language Learners: Exit Date must be numeric and a valid date less than or equal to the survey date, unless zero-filled. If Survey Period Code is 5, English Language Learners: Exit Date must be numeric and a valid date less than or equal to June 30<sup>th</sup> unless zero filled. If Survey Period Code is 7, and if English Language Learners: Reclassification Date is zero, then English Language Learners: Exit Date must be numeric and a valid date between September 1 of the current school year and the last day of survey 7 processing or it must be zero filled. –reject record–

### EXAMPLE

The first record listed below would be loaded to the data base assuming no other reject rule would cause its rejection. The second record would be rejected because Exit Date is not a valid date.

Student Number Identifier, Florida	ELL: Exit Date
123456789X	01192010
* 223456789X	02312010

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the ELL: Exit Date and resubmit the record.

## ENGLISH LANGUAGE LEARNERS INFORMATION - REJECT RULES

15. If Survey Period Code is 2 or 3, English Language Learners: Basis of Exit (First) code must be A, B, C, D, E, F, G, L, R or Z. If Survey Period Code is 5, English Language Learners: Basis of Exit (First) code must be A, B, C, D, E, F, G, H, I, J, L, R or Z. If Survey Period Code is 7, English Language Learners: Basis of Exit (First) code must be Z. -record rejected-

### EXAMPLE

The first record listed below would be added to the data base assuming no other reject rule would cause its rejection. The second record would be rejected because the English Language Learners: Basis of Exit (First) code is not valid.

Student Number Identifier, Florida	ELL: Basis of Exit (First)
123456789X	A
* 223456789X	Q

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the English Language Learners: Basis of Exit (First) and resubmit the record.

## ENGLISH LANGUAGE LEARNERS INFORMATION - REJECT RULES

2B. If Survey Period Code is 2, 3 or 5 and if either English Language Learners: Basis of Exit (First) or English Language Learners: Basis of Exit (Second) is code F, G or R, then English Language Learners: Exit Date must be prior to July 1, 2008.



If Survey Period Code is 2, 3 or 5 and if either English Language Learners: Basis of Exit (First) or English Language Learners: Basis of Exit (Second) is code A, then English Language Learners: Exit Date must be prior to July 1, 2009.

If Survey Period Code is 2, 3 or 5 and if either English Language Learners: Basis of Exit (First) or English Language Learners: Basis of Exit (Second) is code B, C, D, or E, then English Language Learners: Exit Date must be prior to April 7, 2012.  
-record rejected-

### EXAMPLE

The first record listed below would be added to the data base assuming no other reject rule would cause its rejection. The second record would be rejected because the English Language Learners: Exit Date is after July 1, 2008.

Student Number Identifier, Florida	ELL: Basis of Exit (First)	ELL: Exit Date
123456789X	F	05252008
* 223456789X	R	09252009

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the English Language Learners: Exit Date or the English Language Learners: Basis of Exit (First) and resubmit the record.

## ENGLISH LANGUAGE LEARNERS INFORMATION - REJECT RULES

 (New Edit, 2011-12)

2L. If Survey Period Code is 2, 3 or 5 and if either English Language Learners: Basis of Exit (First) or English Language Learners: Basis of Exit (Second) is code H, I or J, then English Language Learners: Exit Date must be after April 6, 2012. -record rejected-

### EXAMPLE


The first record listed below would be added to the data base assuming no other reject rule would cause its rejection. The second record would be rejected because the English Language Learners: Exit Date is prior to April 6, 2012.

Student Number Identifier, Florida	ELL: Basis of Exit (First)	ELL: Exit Date
123456789X	I	05252012
* 223456789X	J	09252011

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the English Language Learners: Exit Date or the English Language Learners: Basis of Exit (First) and resubmit the record.

## ENGLISH LANGUAGE LEARNERS INFORMATION - REJECT RULES

 64. If Survey Period Code is 2 or 3, English Language Learners: Basis of Exit (Second) code must be B, C, D, E, F, G, or Z. If Survey Period Code is 5, English Language Learners: Basis of Exit (Second) code must be H, I, or J. If Survey Period Code is 7, English Language Learners: Basis of Exit (Second) code must be Z. -record rejected-

### EXAMPLE

The first record listed below would be added to the data base assuming no other reject rule would cause its rejection. The second record would be rejected because the English Language Learners: Basis of Exit (Second) code is not valid.

Student Number Identifier, Florida	ELL: Basis of Exit (Second)
123456789X	E
* 223456789X	Q

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the English Language Learners: Basis of Exit (Second) and resubmit the record.



## ENGLISH LANGUAGE LEARNERS INFORMATION - REJECT RULES



**65. If Survey Period Code is 2, 3 or 5 and English Language Learners: Basis of Exit (Second) code is not Z, then English Language Learners: Basis of Exit (First) code must not be Z. -record rejected-**

### EXAMPLE


The first and second records listed below would be added to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because the English Language Learners: Basis of Exit (First) code is not valid when the ELL Basis of Exit (Second) code is not Z.

Student Number Identifier, Florida	ELL: Basis of Exit (First)	ELL Basis of Exit (Second)
123456789X	B	F
223456789X	C	E
* 345678901X	Z	D

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the English Language Learners: Basis of Exit (First) or the English Language Learners: Basis of Exit (Second) and resubmit the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

 **5Y. If School Number, Current Instruction/Service is 7001, 7006 or 7023, then FEFP Program Number must be 101, 102, 103, 111, 112, 113, or 300. -record rejected-**

### EXAMPLE

The first two records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because FEFP Program Number is not valid for the school number reported.

District Number, Current Enrollment	School Number, Current Instruction/Service	Student Number Identifier, Florida	Course Number	FEFP Program Number	FTE Earned, Course
06	7001	234567889X	2109370	103	0834
06	7001	234567890X	2109370	111	0834
* 06	7001	234567891X	0200050	130	0834

### DISTRICT RESPONSIBILITY

If the rejected record should not have been submitted, no action is required. However, if the district wishes the data in the rejected record to be loaded to the data base, the district must correct the FEFP Program Number or School Number, Current Instruction/Service and resubmit the record.