

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


## **09-10**

Education Information and Accountability Services is in the process of converting the 2009-10 Database Manuals to a 508 compliant format. If you are visually impaired and need assistance reading the manuals, please contact Harold McLeod at [harold.mcleod@fldoe.org](mailto:harold.mcleod@fldoe.org) or (850) 245-0400.

## DROPOUT PREVENTION PROGRAM DATA - REJECT RULES

 **28. If School Number, Current Instruction/Service is not 9994, then it must exist on the Master School Identification File as a valid active school in the district of instruction. -record rejected-**

### EXAMPLE

The fourth and fifth records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. Records one, two and three would be rejected because the School Number, Current Instruction/Service do not exist on the Master School Identification File as valid active school numbers in the district of instruction. 

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service
* 09	8131
* 13	0021
* 15	C999
57	0051
63	0031

### DISTRICT RESPONSIBILITY

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

## ENGLISH LANGUAGE LEARNERS INFORMATION - REJECT RULES

➔ **2H. If Survey Period Code is 5, and If English Language Learners: Basis of Entry is code A and If English Language Learners: Exit Date is 00000000 then at least one of the four Test Names must be other than ZZZ. -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 all four Test Names fields are ZZZ.

Student Number Identifier, Florida	ELL: Basis of Entry	ELL: Exit Date	Test Name: Listening	Test Name: Speaking	Test Name: Reading	Test Name: Writing
123456789X	A	00000000	BOL	BOL	ZZZ	ZZZ
* 323456789X	A	00000000	ZZZ	ZZZ	ZZZ	ZZZ

### 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 include the proper Test Name information and resubmit the record.


## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT – VALIDATION EDITS

60. For each School Environmental Safety Incident Report (SESIR) record with an Incident, Involvement Type of S or B there must be at least one matching Student Discipline/Referral Action (SDRA) record with a matching Incident Identifier and Incident Date. The match should be done using District Number, Reporting District on the SESIR format matched to District Number, Current Enrollment on the SDRA format. -state validation

### EXAMPLE


The School Environmental Safety Incident Report record listed below which is marked with an asterisk would fail the edit above because it does not have a matching Student Discipline Referral Action record.

#### *School Environmental Safety Incident Report Records*



District Number, Reporting District	Incident, Involvement Type	Incident, Identifier	Incident, Date
01	S	C0000001	1211****
01	S	A0000002	1106***
* 01	S	S0000003	1022****

#### *Student Discipline Referral Action Records*



District Number, Current/ Enrollment	Student Number Identifier, Florida	Incident, Identifier	Incident, Date
01	019876544X	C0000001	1211****
01	019876545X	A0000002	1106****
01	019876546X	S0000003	1024****

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


## **SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT – VALIDATION EDITS**

### **DISTRICT RESPONSIBILITY**

If the School Environmental Safety Incident Report record is valid, the district must submit the matching Student Discipline/Referral Action record. If the School Environmental Safety Incident Report record is invalid, the district must correct the invalid elements or delete the record.

## STUDENT COURSE SCHEDULE - REJECT RULES

Edit 58 of the Student Course Schedule format deleted 2/22/10.

 58. Deleted 2/22/10. ~~If English Language Learners: Instructional Model is E or I, then Course Number must be a Language Arts Course Number in Appendix DD. -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 since Course Number 1204000 is not a Language Arts course in Appendix DD.~~

District Number, Current Enrollment	Student Number Identifier, Florida	English Language- Learners: Instructional Model	Course Number
01	012345671X	E	1000000
01	012345672X	I	1000010
*-01	012345673X	E	1204000

### 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 either the English Language Learners: Instructional Model code or the Course Number and resubmit the record.~~

## STUDENT COURSE SCHEDULE - REJECT RULES

Edit 59 of the Student Course Schedule format deleted 2/22/10.

59. Deleted on 2/22/10. If English Language Learners: Instructional Model is S or C, then Course Number must be a Mathematics, Science, Social Studies, or Computer Literacy course in Appendix DD. 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 since Course Number 1000010 is not a Science, Social Studies, or Computer Literacy course in Appendix DD.

District Number, Current Enrollment	Student Number Identifier, Florida	English Language- Learners: Instructional Model	Course Number
01	012345671X	S	2100310
01	012345672X	C	2002480
* 01	012345673X	S	1000010

### 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 either the English Language Learners: Instructional Model code or the Course Number and resubmit the record.


## STUDENT DISCIPLINE/REFERRAL ACTION - STATE VALIDATION RULES

33. If the Student, Use of Drugs code is Y, then the Drug Description code on the matching Student Environmental Safety Incident Report (SESIR) format must be M or O. The records match is done using the District Number, Current Enrollment on the Student Discipline/Referral Action format matched to the District Number, Reporting District on the SESIR format; along with matching School Year, Survey Period Code and Incident, Identifier. –validation report-

### EXAMPLE

The first and third records listed below would meet the criteria specified in the edit above. The second record would cause a message to be generated because the Drug Description code is incorrect for the Student, Use of Drugs code reported.

#### *Student Discipline/Referral Action Records*



District Number, Current Enrollment	Student Number, Identifier Florida	Incident, Identifier	Student, Use of, Drugs
36	12345678X	0000001	Y
* 36	22345678X	0000002	Y
36	47654321X	0000003	Y

#### *School Environmental Safety Incident Report (SESIR) Records*

District Number, Reporting District	School Number, Where Incident Occurred	Incident, Identifier	Drug Description
36	0271	00000001	M
* 36	0271	00000002	Z
36	0271	00000003	M

### DISTRICT RESPONSIBILITY

The district should review the Student, Use of Drugs code and the Drug Description code and correct the code that is in error.



## TITLE I SUPPLEMENTAL EDUCATIONAL SERVICES – REJECT RULES

8. If Term equals 3 then Title I Supplemental Educational Services – Hours of Contact: Science must be numeric, equal to or greater than zero and equal to or less than 180 or it may be 999. If Term equals S then Title I Supplemental Educational Services – Hours of Contact: Science must be numeric, equal to or greater than zero and equal to or less than 90 or it may be 999. -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 the number of hours for Title I Supplemental Educational Services – Hours of Contact: Science is not valid.

District Number Current Enrollment	Student Number Identifier, Florida	Title I Supplemental Educational Services, Hours of Contact Science
37	123456789X	175
37	123456790X	045
* 37	123456791X	900

### 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 Title I Supplemental Educational Services – Hours of Contact: Science element and resubmit the record.

## TITLE I SUPPLEMENTAL EDUCATIONAL SERVICES – REJECT RULES

15. If Term equals 3 then Title I Supplemental Educational Services – Hours of Contact: Reading/Language Arts must be numeric, equal to or greater than zero and equal to or less than 180 or it may be 999. If Term equals S then Title I Supplemental Educational Services – Hours of Contact: Reading/Language Arts must be numeric, equal to or greater than zero and equal to or less than 90 or it may be 999. -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 the number of hours for Title I Supplemental Educational Services – Hours of Contact: Reading/Language Arts is not valid.

District Number Current Enrollment	Student Number Identifier, Florida	Title I Supplemental Educational Services, Hours of Contact Reading/Language Arts
37	123456789X	175
37	123456790X	045
* 37	123456791X	900

### 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 Title I Supplemental Educational Services – Hours of Contact: Reading/Language Arts element and resubmit the record.

## TITLE I SUPPLEMENTAL EDUCATIONAL SERVICES – REJECT RULES

17. If Term equals 3 then Title I Supplemental Educational Services – Hours of Contact: Math must be numeric, equal to or greater than zero and equal to or less than 180 or it may be 999. If Term equals S then Title I Supplemental Educational Services – Hours of Contact: Math must be numeric, equal to or greater than zero and equal to or less than 90 or it may be 999. -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 the number of hours for Title I Supplemental Educational Services – Hours of Contact: Math is too large.

District Number, Current Enrollment	Student Number Identifier, Florida	Title I Supplemental Educational Services, Hours of Contact Math
37	123456789X	175
37	123456790X	045
* 37	123456791X	900

### 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 Title I Supplemental Educational Services – Hours of Contact: Math and resubmit the record.