

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 or (850) 245-0400.

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

Implementation Date: Fiscal Year 2008-09 July 1, 2008
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Element Name: Race: Black or African American							
Definition/Domain							
<p>A code to indicate whether the student is Black or African American as per the description below.</p> <p>→ A person having origins in any of the black racial groups of Africa.</p> <table border="0"> <thead> <tr> <th align="center"><u>CODE</u></th> <th align="center"><u>DEFINITION</u></th> </tr> </thead> <tbody> <tr> <td align="center">Y</td> <td>Yes, the student is Black or African American.</td> </tr> <tr> <td align="center">N</td> <td>No, the student is not Black or African American.</td> </tr> </tbody> </table> <p>Notes</p> <p>This element is voluntary for local implementation during the 2008-09 school year. This element is required beginning with the 2009-10 school year.</p> <p>Students coded as Hispanic/Latino ethnicity should also be reported with the appropriate race(s).</p>		<u>CODE</u>	<u>DEFINITION</u>	Y	Yes, the student is Black or African American.	N	No, the student is not Black or African American.
<u>CODE</u>	<u>DEFINITION</u>						
Y	Yes, the student is Black or African American.						
N	No, the student is not Black or African American.						
Length: 1	Grades and Programs Requiring This Data Element:						
Format: Alphabetic	All Programs, Grades PK-12						
Compatibility Requirement: State Standard	Workforce Development Education (adult general education and postsecondary vocational education)						
Use Types:	State Reporting Formats Requiring This Data Element:						
<input checked="" type="checkbox"/> State Report <input checked="" type="checkbox"/> Local Accountability <input checked="" type="checkbox"/> F.A.S.T.E.R. <input type="checkbox"/> Migrant Tracking	None Student Demographic Information DB9 13X McKay Prepayment Verification DB9 61x WDIS Student Demographic Information DB9 46x						
Data Element Number: 167375	Reported in Survey Periods: <input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input checked="" type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 <input checked="" type="checkbox"/> 9 <input checked="" type="checkbox"/> A <input checked="" type="checkbox"/> B <input checked="" type="checkbox"/> C <input checked="" type="checkbox"/> D <input checked="" type="checkbox"/> F <input checked="" type="checkbox"/> W <input checked="" type="checkbox"/> S <input checked="" type="checkbox"/> G <input checked="" type="checkbox"/> X						
Revised: 8/25/09	Volume I						
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DOE INFORMATION DATA BASE REQUIREMENTS
VOLUME I: AUTOMATED STUDENT INFORMATION SYSTEM
AUTOMATED STUDENT DATA ELEMENTS**

Implementation Date: Fiscal Year 1994-95 July 1, 1994
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**APPENDIX I
TEST NAME TABLE**

<u>NAME</u>	<u>CODE</u>
Alternate Assessment Report - valid prior to 2007-08 school year	AAR
Academy of Reading	AOR
Adult Basic Learning Examination	ABL
Advanced Placement Test	APT
American College Testing Program	ACT
American College Testing Program, Enhanced	ACE
ACT, Explore	AEX
ACT, PLAN	APL
Armed Services Vocational Aptitude Battery Test	ASV
P-ACT+	PAC
Basic Academic Skills Individual Screener (BASIS)	BAS
Basic Achievement Skills Inventory	BSI
Basic Skills Assessment Program	BES
Bateria Woodcock-Munoz-Revisada L, S, R, W	BWM
Brigance: Comprehensive Inventory of Basic Skills-Revised (CIBS-R)	CIB
California Achievement Test R, W	CAT
Cambridge Advanced International Certificate of Education (AICE)	CAI
College Entrance Exam Board (CEEB) (prior to 05/94)	CEB
College Placement Test	CPT
Comprehensive Assessment Program	CAP
CAP: Achievement Series	ACS
CAP: Developing Cognitive Skills	DCA
CAP: National Achievement Test	NAT
Comprehensive English Language Learning Assessment (CELLA)* L, S, R, W	CEL
Comprehensive Test of Basic Skills (CTBS) R, W	CTB
Comprehensive Test of Phonological Processing	CTP
Curriculum-Based Measurement (CBM) Pilot	CBM
Degrees of Reading Power	DRP
Diagnostic Achievement Battery – 2 (DAB-2)	DAB
Diagnostic Achievement Test for Adolescents, Second Edition	DAA
Diagnostic Assessments of Reading (Riverside)	DAR
Dynamic Indicators of Basic Early Literacy Skills (DIBELS)	DIB
Early Childhood Observation System (ECHOS)	ECH
Early Reading Diagnostic Assessment (The Psychological Corporation)	ERD
Early Screening Inventory	ESI
Ekwal-Shanker	EKS
ESL/Adult Literacy Scale	ESL



*Note: CELLA forms 1 and 2 are used for the annual assessment. Form 3 is used for program entry at other times of the year

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**APPENDIX I
TEST NAME TABLE**

Reserved for Local District Use (L, S, R, W for FSDB)	X__
Not Applicable	ZZZ

Tests Used to Determine Aural/Oral Language Proficiency of LEP Students

<u>NAME</u>	<u>CODE</u>
Bahia Oral Language Test L, S	BOL
Balado Bilingual Test of Listening L, S	BLC
Basic Inventory of Natural Language L, S	BIN
Bilingual Syntax Measure I and II L, S	BSM
Bilingual Verbal Ability Test L, S	BVA
Comprehensive Adult Student Assessment System (CASAS) L, S	CAS
Crane Oral Dominance Test Comprehension L, S	COD
Dade County Oral Language Proficiency Scale L, S	DLD
Idea Oral Language Proficiency Test L, S	IPT
Language Assessment Battery L, S, R, W	LAB
Language Assessment Scales L, S	LAS
Maculaitis Assessment Program L, S, R, W	MAC
Michigan Oral Language Proficiency L, S	MLP
Oral Language Evaluation L, S	OLE
Peabody Vocabulary Test L, S	PVT
Secondary Level English Proficiency Test L, S, R, W	SLP
Test of Language Development L, S, R, W	TLD
Woodcock - Munoz Language Survey L, S, R, W	WM

 NOTE: Appropriate tests for reporting ELL data are indicated as: L-listening; S-speaking, R-reading and W-writing, C-comprehension, V-vocabulary.

Other Evaluation Instruments

<u>NAME</u>	<u>CODE</u>
Developmental Reading Assessment	DRA
Fluent Reader	FRD
Harcourt StoryTown Benchmark Assessments	HBA
Jamestown Reading Navigator	JRN
Literacy First	LIT
On the Mark	OTM
Running Records	RUN

2009-2010 English Language Learners Information

1. Submit a separate record during reporting periods 2, 3 and 5 for each student in KG-12 membership identified as "LY" for the English Language Learners, PK-12 data element. Also, submit a separate record for each student identified as "LF" for the English Language Learners, PK-12 data element, who has exited the program within the last two school years.
2. Submit a separate record during reporting periods 2, 3 and 5 for each 3-12 grade student in membership identified as "LP" for the data element English Language Learners, PK-12, if the "LP" student is enrolled in an English for Speakers of Other Languages (ESOL) program pending assessment. (If the grade 3-12 student is identified as "LP" and enrolled in a regular program, do not submit a record.)
3. If the student is identified as "LZ" for the English Language Learners, PK-12 data element, do not submit an English Language Learners Information Format because the English Language Learners: Post Reclassification Dates are for Local Accountability and District Records Transfer purposes only. Do not submit a record for English Language Learners Format if the student is identified as "ZZ".
4. For Survey Period 7 submit a separate record for each student identified as LY or LP for the English Language Learners, PK-12 data element. Also send a record for any student determined to be LF on the English Language Learners, PK-12 data element between June 1, 2009 and January 15, 2010 (last day of Survey 7 state processing). All test related fields should be Z-filled or zero-filled as appropriate. Also Z-fill or zero-fill: English Language Learners: Extension of Instruction; English Language Learners: Reclassification Exit Date; English Language Learners: Basis of Entry; and English Language Learners: Basis of Exit (First), English Language Learners: Basis of Exit (Second) and Fund Sourc.

NOTE: Do not send Prekindergarten students and students enrolled in school 3518 in Survey 7.

5. In Surveys 2, 3 and 5 for students identified as LY report the following entry test information:
 - a) For students in grades KG-02 report the aural/oral test scores that determined the student eligible and in need of services. These are reported in the test fields for Listening and Speaking. No Reading and Writing scores are applicable for entry.
 - b) For students in grades 03-12, report aural/oral test scores in the test fields for Listening and Speaking. Also, report Reading and Writing test scores for students who tested proficient in aural/oral skills based on assessment.

c) For students who have a reclassification date and an English Language Learners: Basis of Entry code of “L”, test scores are optional.

Report initial entry test information in each Survey period until the student is identified as LF.

NOTE: Zeros may be valid test scores. In Surveys 2, 3 and 5 for students identified as LF, report exit test information as appropriate for the student’s English Language Learners: Basis of Exit codes. Do not send CELLA, Test Forms 1 and 2, and FCAT scores as these are already available to the Department.

- ➔ 6. .In Surveys 2, 3 and 5 for students identified as LF, report exit test information as appropriate for the student’s English Language Learners: Basis of Exit codes. Districts using CELLA Form 3 for entry purposes must report these scores. CELLA Test Form 3 is not allowable for exit testing. Do not send CELLA, Test Forms 1 and 2, and FCAT scores as these are already available to the Department.
- ➔ 7. Report one or two English Language Learners: Basis of Exit codes. Codes B-G require two codes. If codes B, E, F or L are reported all test information may be Z-filled or zero-filled, as appropriate.
- ➔ 8. ERROR CODES: This field is used by the Department to report to districts the specific errors found in the record during the state edit process. This field should contain filler (spaces, blanks) when the record is transmitted to the Department.
- ➔ 9. KEY FIELDS: The key fields for this format are items 1-5.

' * ' indicates key fields.

(Click on the link to view or download a PDF version of the document)



Item No.	From-To	Size	Field Char.	Field Description
1	1-2	2	N/R	District Number, Current Enrollment *
2	3-6	4	A/N/R	School Number, Current Enrollment *
3	7-16	10	A/N	Student Number Identifier, Florida *
4	17-17	1	A/N	Survey Period Code *
5	18-21	4	N	School Year *
6	22-29	8	A/N	English Language Learners: Entry Date
7	30-30	1	A/N	Filler
8	31-38	8	A/N	English Language Learners: Student Plan Date
9	39-46	8	A/N	English Language Learners: Classification Date

Item No.	From-To	Size	Field Char.	Field Description
10	47-54	8	A/N	English Language Learners: Exit Date
11	55-62	8	A/N	English Language Learners: Reevaluation Date
12	63-63	1	A/N	English Language Learners: Extension of Instruction
13	64-71	8	A/N	English Language Learners: Reclassification Date
14	72-79	8	A/N	English Language Learners: Reclassification Exit Date
15	80-80	1	A/N	English Language Learners: Basis of Entry
16	81-81	1	A/N	English Language Learners: Basis of Exit (First)
17	82-84	3	A/N	Test Name: Listening
18	85-86	2	A/N	Test Score Type: Listening
19	87-88	2	A/N	Test Subject Content: Listening
20	89-92	4	N/R	Test Score: Listening
21	93-100	8	A/N	Test Date: Listening
22	101-103	3	A/N	Test Name: Speaking
23	104-105	2	A/N	Test Score Type: Speaking
24	106-107	2	A/N	Test Subject Content: Speaking
25	108-111	4	N/R	Test Score: Speaking
26	112-119	8	A/N	Test Date: Speaking
27	120-122	3	A/N	Test Name: Reading
28	123-124	2	A/N	Test Score Type: Reading
29	125-126	2	A/N	Test Subject Content: Reading
30	127-130	4	N/R	Test Score: Reading
31	131-138	8	A/N	Test Date: Reading
32	139-141	3	A/N	Test Name: Writing
33	142-143	2	A/N	Test Score Type: Writing
34	144-145	2	A/N	Test Subject Content: Writing

Item No.	From-To	Size	Field Char.	Field Description
35	146-149	4	N/R	Test Score: Writing
36	150-157	8	A/N	Test Date: Writing
37	158-158	1	A	Transaction Code
38	159-159	1	A	Fund Source
39	160-160	1	A/N	English Language Learners: Program Participation
40	161-161	1	A/N	English Language Learners: Basis of Exit (Second)
41	162-162	1	A	Test Form: Listening
42	163-164	2	A	Test Level: Listening
43	165-165	1	A	Test Form: Speaking
44	166-167	2	A	Test Level: Speaking
45	168-168	1	A	Test Form: Reading
46	169-170	2	A	Test Level: Reading
47	171-171	1	A	Test Form: Writing
48	172-173	2	A	Test Level: Writing
49	174-222	49	A/N	Filler
50	223-232	10	A/N	Student Number Identifier, Local
51	233-240	8	A/N	Filler/Error Codes

Last Updated 8/25/09

2009-2010 Student End of Year Status

1. Submit this record for all PK-12 students who were in membership in the district at any time during either the regular school year or its associated summer session, any PK-12 student who was expected to attend school but did not enter (DNE) as expected for unknown reasons, and any student for whom a Diploma Type of W43, W45, or W52 is being reported. 
2. Two Student End of Year Status records may be submitted for a student. This can occur when a high school student leaves the PK-12 program and receives an Adult Standard High School Diploma (Diploma Type W43, or W52) or a State of Florida Diploma (GED) (Diploma Type W45). In this instance, one End of Year Status record will be submitted with Grade Level PK-12 and one with Grade Level 30-31. 
3. SCHOOL NUMBER, CURRENT ENROLLMENT: For the PK-12 student, report the last PK-12 school that the student was enrolled in during the regular 180 day school year unless the student was only enrolled in the district during the summer term.
4. GRADE LEVEL: For the PK-12 student, report the last Grade Level of the student during the regular 180 day School Year unless the student was only enrolled in the district during the summer term.
5. GRADE PROMOTION STATUS: Report code P for any PK-12 student who earned a diploma or certificate at any time during the school year.
6. ERROR CODES: This field is used by the Department to report to districts the specific errors found in the record during the state edit process. This field should contain filler (spaces, blanks) when the record is transmitted to the Department.
7. KEY FIELDS: The key fields for this format are item numbers 1, 2, 3, 4, 5 and 24. If a key field needs to be changed, the record must be deleted and re-submitted as an add.

'*' indicates key fields.

(Click on the link to view or download a pdf version of the document)

Item No.	From-To	Size	Field Char.	Field Description
1	1-2	2	N/R	District Number, Current Enrollment *
2	3-6	4	A/N/R	School Number, Current Enrollment *
3	7-16	10	A/N	Student Number Identifier, Florida *
4	17-17	1	N	Survey Period Code *
5	18-21	4	N	School Year *
6	22-22	1	A	Grade Promotion Status

Item No.	From-To	Size	Field Char.	Field Description
7	23-25	3	A/N	Diploma Type
8	26-28	3	A/N	Certificate of Completion, Type
9	29-30	2	A/N	Filler
10	31-32	2	N	Postsecondary Education Plans
11	33-34	2	A/N	Filler
12	35-37	3	A/N	Withdrawal Reason
13	38-43	6	A/N	Filler
14	44-44	1	A	Transaction Code
15	45-47	3	N/R	FTE Earned, College Entrance Examination Board Advanced Placement Test
16	48-54	7	A/N	Filler
17	55-57	3	N/R	FTE Earned, International Baccalaureate Diploma
18	58-60	3	N/R	FTE Earned, International Baccalaureate Score
19	61-61	1	A	Dropout Prevention: Primary Reason for Dropping Out
20	62-62	1	A	Dropout Prevention: Secondary Reason for Dropping Out
21	63-70	8	N	Year Entered Ninth Grade, Graduation Requirements Determination
22	71-72	2	A/N	Filler
23	73-77	5	N/R	Grade Point Average State, Cumulative
24	78-83	6	N	Filler
25	84-85	2	A/N	Grade Level *
26	86-86	1	A	Dropout Prevention: Actions Taken - Code A
27	87-87	1	A	Dropout Prevention: Actions Taken - Code B
28	88-88	1	A	Dropout Prevention: Actions Taken - Code C
29	89-89	1	A	Dropout Prevention: Actions Taken - Code D
30	90-90	1	A	Dropout Prevention: Actions Taken - Code E
31	91-91	1	A	Dropout Prevention: Actions Taken - Code F

Item No.	From-To	Size	Field Char.	Field Description
32	92-92	1	A	Dropout Prevention: Actions Taken - Code G
33	93-93	1	A	Dropout Prevention: Actions Taken - Code H
34	94-94	1	A	Dropout Prevention: Actions Taken - Code I
35	95-95	1	A	Dropout Prevention: Actions Taken - Code J
36	96-96	1	A	Dropout Prevention: Actions Taken - Code K
37	97-97	1	A	Dropout Prevention: Actions Taken - Code L
38	98-98	1	A	Dropout Prevention: Actions Taken - Code M
39	99-99	1	A	Dropout Prevention: Actions Taken - Code N
40	100-100	1	A	Dropout Prevention: Actions Taken - Code O
41	101-101	1	N/R	Filler
42	102-109	8	A/N	Withdrawal Date
43	110-110	1	A/N	Dropout Prevention: Possible Influences - Code A
44	111-111	1	A/N	Dropout Prevention: Possible Influences - Code B
45	112-112	1	A/N	Dropout Prevention: Possible Influences - Code C
46	113-113	1	A/N	Dropout Prevention: Possible Influences - Code D
47	114-114	1	A/N	Dropout Prevention: Possible Influences - Code E
48	115-115	1	A/N	Dropout Prevention: Possible Influences - Code F
49	116-116	1	A/N	Dropout Prevention: Possible Influences - Code G
50	117-117	1	A/N	Dropout Prevention: Possible Influences - Code H
51	118-118	1	A/N	Dropout Prevention: Possible Influences - Code I
52	119-119	1	A/N	Career Pathways Student Participant
53	120-120	1	A/N	Filler
54	121-121	1	A	Vocational Academic Disadvantaged
55	122-122	1	A	Vocational, Single Parent and Single Pregnant Woman
56	123-123	1	A	GED Exit Option Test Results
57	124-126	3	N	FTE Earned, Advanced International Certificate of Education Diploma

Item No.	From-To	Size	Field Char.	Field Description
58	127-129	3	N	FTE Earned, Advanced International Certificate of Education Score
59	130-130	1	N	Grade Promotion Status: Good Cause Exemption
60	131-131	1	A/N	Differentiated Diploma
61	132-142	11	A/N	Filler
62	143-152	10	A/N	Student Number Identifier, Local
63	153-160	8	A/N	Filler/Error Codes

Last Updated: 8/25/2009

STAFF


**FLORIDA DEPARTMENT OF EDUCATION
DOE INFORMATION DATA BASE REQUIREMENTS
VOLUME II: AUTOMATED STAFF INFORMATION SYSTEM
AUTOMATED STAFF DATA ELEMENTS**

Implementation Date: Fiscal Year 2008-09 July 1, 2008

Element Name: **Race: Black or African American**

Definition/Domain

A code to indicate whether the staff member is Black or African American as per the description below.

 A person having origins in any of the black racial groups of Africa.

<u>CODE</u>	<u>DEFINITION</u>
Y	Yes, the staff member is Black or African American.
N	No, the staff member is not Black or African American.

Notes

This element is voluntary for local implementation during the 2008-09 fiscal year. This element is required beginning with the 2009-10 fiscal year.

Staff members coded as Hispanic/Latino ethnicity should also be reported with the appropriate race(s).

Length: 1	State Reporting Formats Requiring This Data Element: Staff Demographic Information DB9 27x		
Format: Alphabetic			
Compatibility Requirement: State Standard			
Use Types: <input checked="" type="checkbox"/> State Report <input checked="" type="checkbox"/> Local Accountability			
Data Element Number: 216347			
Reported in Survey Periods: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input checked="" type="radio"/> 6			
Revised: 8/25/09	Volume II	Effective: 7/09	Page Number: 49-300

FISCAL YEAR BENEFITS - STATE VALIDATION RULES

➔ **23. If Employee Type on the Staff Demographic Information record is RF, then the sum of staff benefits (Selected Benefits, Type/Value) cannot exceed fifty percent of the employee's Fiscal Year Salary. The Fiscal Year Benefits, Fiscal Year Salaries and Staff Demographic Information records should be matched based on District Number, Social Security Number, Survey Period Code and Fiscal Year. - state validation 3-**

EXAMPLE

The Staff Fiscal Year Benefits record listed below with an asterisk would not pass this edit because the total staff benefits for the employee is greater than fifty percent of the employee's Fiscal Year Salary and the Employee Type is RF.

Staff Fiscal Year Benefits records

District Number	Social Security Number	Survey Period Code	Fiscal Year	Selected Benefits, Type/Value
61	123456789	5	****	A00254600D01525000Z0000000
*61	123456780	5	****	A00753900D01050000Z0000000

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

Staff Fiscal Year Salaries record

District Number	Security Social Number	Survey Period Code	Fiscal Year	Fiscal Year Salary
61	123456789	5	****	007500000
61	123456780	5	****	000350000

Staff Demographic Information records

District Number	Security Social Number	Survey Period Code	Fiscal Year	Employee Type
61	123456789	5	****	RF
61	123456780	5	****	RF

FISCAL YEAR BENEFITS - STATE VALIDATION RULES

DISTRICT RESPONSIBILITY

The district must review the information on the Staff Fiscal Year Salaries record and the Staff Fiscal Year Benefits record to determine where the error is occurring then update the record to reflect the correct relationship in the edit.

STAFF FISCAL YEAR SALARIES - REJECT RULES

-  32. The Fiscal Year Salary must not be greater than \$300,000. -record rejected-

EXAMPLE

The first and third records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The second record would be rejected because the Fiscal Year Salary is greater than \$300,000.


District Number	Social Security Number	Survey Period Code	Fiscal Year	Job Code	Fiscal Year Salary
03	123456788	5	****	51004	006700000
* 03	123456789	5	****	63049	031979200
03	123456791	5	****	72000	018025000

**** = 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 the Fiscal Year Salary and resubmit the record for processing.

STAFF FISCAL YEAR SALARIES - REJECT RULES

 **33. If the employee's Job Code places the employee on lines 21-43, inclusive, of the Public Schools Staff Survey, then the Fiscal Year Salary must not be greater than \$120,000. -record rejected-**

EXAMPLE

The first and third records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The second record would be rejected because the Fiscal Year Salary is greater than \$120,000.

District Number	Social Security Number	Survey Period Code	Fiscal Year	Job Code	Fiscal Year Salary
03	123456788	5	****	51051	008016988
* 03	123456789	5	****	51062	012186050
03	123456791	5	****	63012	005236459

**** = 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 the Fiscal Year Salary and resubmit the record for processing.

STAFF FISCAL YEAR SALARIES – EXCEPTION REPORTS

82. If Employee Type on the Staff Demographic Information record is RF, then the Fiscal Year Salary must not be less than \$4,000. The Staff Fiscal Year Salaries and Staff Demographic Information records should be matched based on District Number, Social Security Number, Survey Period Code and Fiscal Year. – exception report-

EXAMPLE

The first record listed below would pass the edit. The second record would cause an error message to be generated because the Fiscal Year Salary is less than \$4,000 and the Employee Type on the Staff Demographic Information record is RF.

Staff Fiscal Year Salaries records

District Number	Social Security Number	Survey Period Code	Fiscal Year	Fiscal Year Salary
61	123456789	5	****	000750000
*61	123456780	5	****	000350000

Staff Demographic Information records

District Number	Social Security Number	Survey Period Code	Fiscal Year	Employee Type
61	123456789	5	****	RF
61	123456780	5	****	RF

DISTRICT RESPONSIBILITY

The district should review the data for the second record to verify the entries for Fiscal Year Salary and Employee Type. If there is an error in the data the district should submit an update to the record.