

**THE FOLLOWING CHANGES ARE
FOR FISCAL YEAR**

08-09

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

Implementation Date: Fiscal Year 2005-06 July 1, 2005
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Element Name: Migrant Referred Services									
Definition/Domain									
<p>Indicates whether a migratory student has been referred for services that are provided through mental or health facilities, community agencies, family or social services agencies, etc. Further, this indicator represents children who are placed in an educational or educationally-related service that they would not have otherwise obtained without the efforts of the Migrant Education Program (MEP). Services include but are not limited to counseling, medical attention, social needs, housing, legal services, tutoring, etc. These services <u>are not</u> paid for out of Migrant program funds but are supported by or through other agencies or facilities.</p> <table border="0"> <thead> <tr> <th align="left"><u>CODE</u></th> <th align="left"><u>DEFINITION</u></th> </tr> </thead> <tbody> <tr> <td>Y</td> <td>The migrant student was provided referred service(s).</td> </tr> <tr> <td>N</td> <td>The migrant student did not receive referred service(s).</td> </tr> <tr> <td>Z</td> <td>The student was not a migrant student.</td> </tr> </tbody> </table> <p>NOTE: Only migrants that received referred services should be coded Y. If the migrant student was referred for services but did not receive the referred services use code N.</p>		<u>CODE</u>	<u>DEFINITION</u>	Y	The migrant student was provided referred service(s).	N	The migrant student did not receive referred service(s).	Z	The student was not a migrant student.
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Y	The migrant student was provided referred service(s).								
N	The migrant student did not receive referred service(s).								
Z	The student was not a migrant student.								
Length: 1	Grades and Programs Requiring This Data Element:								
Format: Alphabetic	All Programs Grades PK-12								
Compatibility Requirement: Compatible									
Use Types:	State Reporting Formats Requiring This Data Element:								
<input checked="" type="checkbox"/> State Report <input checked="" type="checkbox"/> Local Accountability <input type="checkbox"/> F.A.S.T.E.R. <input type="checkbox"/> Migrant Tracking	Federal/State Compensatory Project Evaluation DB9 18x								
Data Element Number: 148188	Reported in Survey Periods: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input type="checkbox"/> 7 <input type="checkbox"/> 9								
Revised 11/6/08	Volume I Effective: 7/08 Page Number: 199-1								

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Implementation Date: Fiscal Year 1987-88 July 1, 1987
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Element Name: Postsecondary Education Plans																									
Definition/Domain																									
<p>→ A code used to report the postsecondary education plans for students who left school with either a Standard Diploma, Special Diploma, Certificate of Completion or Special Certificate of Completion.</p> <table border="1"> <thead> <tr> <th style="text-align: center;"><u>CODE</u></th> <th style="text-align: center;"><u>THE STUDENT EXPRESSED PLANS TO ENTER</u></th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">01</td> <td>Florida public community college</td> </tr> <tr> <td style="text-align: center;">02</td> <td>Florida private junior college</td> </tr> <tr> <td style="text-align: center;">03</td> <td>Florida college or university - public</td> </tr> <tr> <td style="text-align: center;">04</td> <td>Florida college or university - private</td> </tr> <tr> <td style="text-align: center;">05</td> <td>Out-of-state college or university</td> </tr> <tr> <td style="text-align: center;">06</td> <td>Out-of-state technical, trade, or other institution</td> </tr> <tr> <td style="text-align: center;">07</td> <td>Florida technical, trade or other institution</td> </tr> <tr> <td style="text-align: center;">08</td> <td>None of the above. Student is eligible to receive a Standard Diploma, Special Diploma, Certificate of Completion or Special Certificate of Completion, but did not select option 01-07, or 09-10.</td> </tr> <tr> <td style="text-align: center;">09</td> <td>U.S. Armed Forces</td> </tr> <tr> <td style="text-align: center;">10</td> <td>Out-of-state community college</td> </tr> <tr> <td style="text-align: center;">99</td> <td>→ Not Applicable — Student is in grades PK-11 or not eligible to receive a Standard Diploma, Special Diploma, Certificate of Completion or Special Certificate of Completion.</td> </tr> </tbody> </table>		<u>CODE</u>	<u>THE STUDENT EXPRESSED PLANS TO ENTER</u>	01	Florida public community college	02	Florida private junior college	03	Florida college or university - public	04	Florida college or university - private	05	Out-of-state college or university	06	Out-of-state technical, trade, or other institution	07	Florida technical, trade or other institution	08	None of the above. Student is eligible to receive a Standard Diploma, Special Diploma, Certificate of Completion or Special Certificate of Completion, but did not select option 01-07, or 09-10.	09	U.S. Armed Forces	10	Out-of-state community college	99	→ Not Applicable — Student is in grades PK-11 or not eligible to receive a Standard Diploma, Special Diploma, Certificate of Completion or Special Certificate of Completion.
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Length: 2	Grades and Programs Requiring This Data Element:																								
Format: Numeric	All Programs, Students Completing High School →																								
Compatibility Requirement: Compatible																									
Use Types:	State Reporting Formats Requiring This Data Element:																								
<input checked="" type="checkbox"/> State Report <input checked="" type="checkbox"/> Local Accountability <input type="checkbox"/> F.A.S.T.E.R. <input type="checkbox"/> Migrant Tracking	Student End of the Year Status DB9 17x																								
Data Element Number: 161225	Reported in Survey Periods: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input type="checkbox"/> 7 <input type="checkbox"/> 9																								
Revised: 11/6/08	Volume I Effective: 7/08 Page Number: 214-1																								

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

Reserved for Local District Use	L, S, R, W	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 LEP 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

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**APPENDIX L (Continued)
TEST SUBJECT CONTENT CODES (Continued)**

TEST CODE	TEST SUBJECT CONTENT	8 CHARACTER SUBJECT CODE
Specific Tests (Continued)		
SRI: Scholastic Reading Inventory		
09	Reading	READING
TRE: Test of Word Reading Efficiency		
09	Reading	READING
SAR: STAR		
11	Reading Comprehension	COMPREHE
GRT: Gates MacGinitie Reading Test		
01	Total Battery	TOTBAT
11	Reading Comprehension R ←	COMPREHE
12	Vocabulary	VOCAB
3L	Word Recognition	WORDREC
13	Word/Phonic Attack/Analysis	WORD
VPP: Voyager Passport		
DI	Initial Sound Fluency	VPP ISF
DL	Letter Naming Fluency	VPP LNF
DN	Nonsense Word Fluency	VPP NWF
DP	Phoneme Segmentation Fluency	VPP PSF
DO	Oral Reading Fluency	VPP ORF
OTM: On the Mark		
5P	Phonological/Phonemic Awareness	OTM PPA
CAI: Cambridge Advanced International Certificate of Education (AICE)		
3A	Biology	CAI BI
4A	Chemistry	CAI CHEM
5A	Computing	CAI COM
6A	Design and Technology	CAI DAT
7A	Environmental Management	CAI ENM
20	Mathematics	CAI MATH
8A	Physics	CAI PHYS
9A	Psychology	CAI PSYC
44	Thinking Skills	CAI TSK

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Implementation Date:
Fiscal Year 1994-95
July 1, 1994

**APPENDIX L (Continued)
TEST SUBJECT CONTENT CODES (Continued)**

TEST CODE	TEST SUBJECT CONTENT	8 CHARACTER SUBJECT CODE
Specific Tests (Continued)		
OMZ: Florida Assessment for Instruction in Reading: MAZE)		
11	Reading Comprehension	COMPREHE
→ HBA: Harcourt StoryTown Benchmark Assessment		
→ 11	Reading Comprehension	COMPREHE

EXCEPTIONAL STUDENT PROGRAM -REJECT RULES

10. Exceptional Student Eligibility Determination Date must be numeric and either a valid date or all zeros. If Exceptional Student Placement Status = P, then Exceptional Student Eligibility Determination Date must be a valid date and less than or equal to the survey date. If Survey = 5 and if Exceptional Student Placement Status = R then the Exceptional Student Eligibility Determinate Date must be zero-filled. If Survey = 5 and if Exceptional Student Placement Status = I or N, then the Exceptional Student Eligibility Determinate Date must be a valid date less than or equal to the survey date. -record rejected-

EXAMPLE

The first two records listed below would be rejected because the Exceptional Student Eligibility Determination Date is not a valid date. The third record would be loaded to the data base assuming no other reject rule would cause its rejection.

Student Number Identifier, Florida	Survey Period Code	Fiscal Year	Exceptional Student Placement Status	Exceptional Student Eligibility Determination Date
* 621234567X	2	****	P	00000000
* 621234568X	2	****	P	031486
621234569X	2	****	P	04072007

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

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 Exceptional Student Eligibility Determination Date and resubmit the records.

PRIOR SCHOOL STATUS/STUDENT ATTENDANCE – REJECT RULES

45. The Educational Choice code must be Z for the following:

- District Number, Current Enrollment is 68, 69, 71-75, or 78-79.
- • School Number, Current Enrollment is 7001 (school district virtual instruction program) or 7004 (Florida Virtual School Franchise).
- School Number, Current Enrollment is 3518 (McKay Scholarship).
- School Number, Current Enrollment is N998 (Home Education).
- School Number, Current Enrollment is N999 (private school).

-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 and third records would be rejected because the Educational Choice code is not appropriate for the District Number, Current Enrollment and School Number, Current Enrollment that was submitted.

District Number, Current Enrollment	School Number Current Enrollment	Educational Choice
06	3518	Z
* 71	0500	B
* 35	0531	A

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 Educational Choice code or the School Number, Current Enrollment and resubmit the record.

STUDENT COURSE SCHEDULE - REJECT RULES

5T. If the Reading Intervention Component code is F, then the Grade Level (on the Student Course Schedule record) must be 11 or 12. -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 Grade Level is inappropriate for the Reading Intervention Component code of F.

District Number, Current Instruction/Service	Student Number Identifier, Florida	Course Number	Reading Intervention Component	Grade Level
01	123456789X	2103010	F	12 ←
01	123456791X	2100310	F	11
* 01	123457891X	2106310	F	06 ←

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 Reading Intervention Component code or the Grade Level code and resubmit the record.

STUDENT DEMOGRAPHIC – STATE VALIDATION

50. If Survey Period Code is 2 or 3, then Grade Level on the Student Demographic record must match the Grade Level on that student's Student Course records unless Year-Round/Extended School Year FTE Indicator on the Student Course record = A or B. -state validation- ←

→ **EXAMPLE**

→ The first and fourth sets of records listed below would pass this edit. The second and third set of records would not pass the edit because the Grade Levels on the Student Demographic record and the Student Course record do not match)

Student Demographic Records

Student Course Records

Student Number Identifier, Florida	Grade Level	Student Number Identifier, Florida	Grade Level
2978666556	12	2978666556	12
* 2978666656	12	2978666656	11 ←
* 2978666756	12	2978666756	02 ←
2978666856	12	2978666856	12

DISTRICT RESPONSIBILITY

The district must correct the Grade Level on the Student Demographic record or the Student Course record, so that the correct Grade Level for that student is on both record types.

TEACHER COURSE - REJECT RULES

35. If District Number, Current Instruction/Service is in the range 01 - 69 or 72 - 75 and School Number, Current Instruction/Service is not 7001 or 7004, then Facility Type must not equal 20. -record rejected-

EXAMPLE

In the list below, the first two records would be loaded to the data base assuming no other reject rule would cause their rejection. The third record would be rejected because Facility Type equals 20.

District Number, Current Instruction/ Service	School Number, Current Instruction/ Service	Facility Type
06	0021	00
29	7004	20
* 01	0021	20

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 Facility Type or the School Number, Current Instruction/Service and resubmit the record.

2008-2009 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 May 23, 2008 (last day of prior year's CELLA testing) and January 16, 2009 (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 Source.

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.

NOTE: Zeros may be valid test scores.

- 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. Do not send CELLA 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
10	47-54	8	A/N	English Language Learners: Exit Date

Item No.	From-To	Size	Field Char.	Field Description
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
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

Item No.	From-To	Size	Field Char.	Field Description
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	162-222	61	A/N	Filler
42	223-232	10	A/N	Student Number Identifier, Local
43	233-240	8	A/N	Filler/Error Codes