

**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 2008-2009 July 1, 2008

Data Element Name/Topic	INDEX	Page	2008-2009 Change
C (continued)			
* Course: Flag		40_1	
* Course: Grade		41_1	
Course: In Progress Hours		42_1	
* Course: Number		43_1	
* Course: Number Substituted		43-35	
* Course: Sequence Number		44_1	
* Course: State Subject Area Requirements		45_1	
Course: Title, Abbreviated		46_1	
Course: Title, Official		47_1	
* Credit: Attempted, Course		48_1	
Credit: Attempted, Cumulative		49_1	
Credit: Attempted, Term		50_1	
* Credit: Earned, Course		51_1	
Credit: Earned, Cumulative		52_1	
Credit: Earned, State Subject Area Requirements		53_1	
Credit: Earned, Term		54_1	
Credit: Needed, State Subject Area Requirements		55_1	
Credit: Needed, Value, Course		56_1	
Credits Needed, Local Subject Area Requirements		57_1	
Critical/Chronic Health Information - 911 Medical Alert		58_1	
Critical/Chronic Health Information - 911 Medical Alert Contact		59_1	
D			
* Date Entered United States		59_50	X
* Date of Consent for Evaluation (New)		59_75	X
* Date of Entry, Program/Course/Section (New)		59_125	X
* Date of Exit, Program/Course/Section (New)		59_175	X
* Day: of Week Scheduled, Date Certain		60_1	
* Day: of Week Scheduled, Friday		61_1	
* Day: of Week Scheduled, Monday		62_1	
* Day: of Week Scheduled, Saturday		63_1	
* Day: of Week Scheduled, Thursday		64_1	
* Day: of Week Scheduled, Tuesday		65_1	
* Day: of Week Scheduled, Wednesday		66_1	
* Days: Absent, Annual		67_1	
* Days Absent, Annual-Unexcused Related to Discipline		69_1	
* Days: Absent, Summer Terms		72_1	
* Days: In Term (For FTE Purposes)		73_1	
* Days: Per Week		74_1	
* Days: Present, Annual		75_1	
* Days: Present, Reporting Period (Deleted) ←		76_1	X

* - Required for State Reporting
X - Revised Effective 7/08

FLORIDA DEPARTMENT OF EDUCATION
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VOLUME I: AUTOMATED STUDENT INFORMATION SYSTEM
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Implementation Date: Fiscal Year 2008-2009 July 1, 2008

Data Element Name/Topic	INDEX	Page	2008-2009 Change
APPENDIX U			
Transportation Membership Category		U-1	
APPENDIX V			
List Of Advanced Placement (AP), International Baccalaureate (IB), and Advanced International Certificate Of Education (AICE) Courses		V-1	X
APPENDIX W (Deleted) 			X
Title I Supplemental Educational Services Schools That Offer Services One Year Early – 2007-08		W-1	
APPENDIX Z			
Industry Certification Identifier		Z-1	
APPENDIX AA (New)			
Class Size Average Algorithm for the Grade Groupings		AA-1	X

* - Required for State Reporting
X - Revised Effective 7/08

Implementation Date:
Fiscal Year 2001-02
July 1, 2001

Element Name: Days Present, Reporting Period		**Element Deleted**	
Definition/Domain			
<p>A numeric value representing the total days the student is present in a school or district during the reporting period.</p> <p style="text-align: center;">Deleted for 2008-2009</p>			
Length:	2	Grades and Programs Requiring This Data Element: *	
Format:	Numeric	All Program Grades PK-12	
Compatibility Requirement:	Compatible		
Use Types:	<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	State Reporting Formats Requiring This Data Element:	
Data Element Number:	113237	Prior School Status DB9 55x Reported in Survey Periods: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 7 <input type="checkbox"/> 9 Reporting Periods <input checked="" type="checkbox"/> A <input checked="" type="checkbox"/> B <input checked="" type="checkbox"/> C <input checked="" type="checkbox"/> D <input checked="" type="checkbox"/> E	
Revised: 9/22/08		Volume I	Effective: 7/08 Page Number: 76-1

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Implementation Date:
Fiscal Year 2004-05
July 1, 2004

Element Name: Educational Choice											
Definition/Domain											
<p>The primary type of educational choice option, if any, that applies to the student's enrollment in the reported School Number, Current Enrollment.</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center; width: 10%;"><u>CODE</u></th> <th style="text-align: center;"><u>DEFINITION</u></th> </tr> </thead> <tbody> <tr> <td style="text-align: center; vertical-align: top;">A</td> <td> <p>Controlled Open Enrollment (Public School Parental Choice) – 1002.31(1), F.S., a public education delivery system that allows school districts to make student school assignments using parents' indicated preferential school choice as a significant factor.</p> <p>Note: This option does not require the district to provide transportation. A lottery procedure may be used by the school district to determine student assignment.</p> </td> </tr> <tr> <td style="text-align: center; vertical-align: top;">B</td> <td> <p>Special Program (Public School Parental Choice) - 1002.31(2), F.S., programs such as magnet, alternative school, special program, Advanced Placement, Advanced International Certificate, International Baccalaureate, A Business-Community (ABC) school and others including the New World School of the Arts (District 13, School 7901) as specified in section 1002.35, F.S.</p> </td> </tr> <tr> <td style="text-align: center; vertical-align: top;">C</td> <td> <div style="display: flex; align-items: center;"> <div style="width: 20px; height: 20px; background-color: red; margin-right: 10px;"></div> <div> <p>Choice with Transportation - Transfer from a Title I school that failed to make Adequate Yearly Progress for three or more consecutive years and has 'In Need of Improvement' status – Title I, Sec. 1116, ESEA.</p> <p>Note: This option must include transportation for all eligible students. If demand for transportation exceeds available funds, the district must prioritize transportation to the lowest achieving of the low-income students. PK students are not eligible students.</p> </div> </div> </td> </tr> <tr> <td style="text-align: center; vertical-align: top;">D</td> <td> <p>Transfer from a Persistently Dangerous School - Title IX, Sec. 9532, ESEA.</p> </td> </tr> </tbody> </table>		<u>CODE</u>	<u>DEFINITION</u>	A	<p>Controlled Open Enrollment (Public School Parental Choice) – 1002.31(1), F.S., a public education delivery system that allows school districts to make student school assignments using parents' indicated preferential school choice as a significant factor.</p> <p>Note: This option does not require the district to provide transportation. A lottery procedure may be used by the school district to determine student assignment.</p>	B	<p>Special Program (Public School Parental Choice) - 1002.31(2), F.S., programs such as magnet, alternative school, special program, Advanced Placement, Advanced International Certificate, International Baccalaureate, A Business-Community (ABC) school and others including the New World School of the Arts (District 13, School 7901) as specified in section 1002.35, F.S.</p>	C	<div style="display: flex; align-items: center;"> <div style="width: 20px; height: 20px; background-color: red; margin-right: 10px;"></div> <div> <p>Choice with Transportation - Transfer from a Title I school that failed to make Adequate Yearly Progress for three or more consecutive years and has 'In Need of Improvement' status – Title I, Sec. 1116, ESEA.</p> <p>Note: This option must include transportation for all eligible students. If demand for transportation exceeds available funds, the district must prioritize transportation to the lowest achieving of the low-income students. PK students are not eligible students.</p> </div> </div>	D	<p>Transfer from a Persistently Dangerous School - Title IX, Sec. 9532, ESEA.</p>
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B	<p>Special Program (Public School Parental Choice) - 1002.31(2), F.S., programs such as magnet, alternative school, special program, Advanced Placement, Advanced International Certificate, International Baccalaureate, A Business-Community (ABC) school and others including the New World School of the Arts (District 13, School 7901) as specified in section 1002.35, F.S.</p>										
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D	<p>Transfer from a Persistently Dangerous School - Title IX, Sec. 9532, ESEA.</p>										
(Continued On Next Page)											
Length: 1	Grades and Programs Requiring This Data Element:										
Format: Alpha	All students, Grades PK-12										
Compatibility Requirement: Compatible											
Use Types: <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	State Reporting Formats Requiring This Data Element:										
	Prior School Status/Student Attendance										
Data Element Number: 116207	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 type="checkbox"/> 7 <input type="checkbox"/> 9										
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Implementation Date:
Fiscal Year 2004-05
July 1, 2004

Element Name: Educational Choice (Continued)	
Definition/Domain (Continued)	
<u>CODE</u>	<u>DEFINITION</u>
E	Transfer due to having been the Victim of Violent Crime - Title IX, Sec. 9532, ESEA.
F	Transfer to another public school from a school that received a School Grade of F for two school years in a four-year period – s. 1002.38, F.S.
M	McKay Scholarship – Transfer of a student to another public school other than the one to which the student is assigned in accordance with the John M. McKay Scholarships for Students with Disabilities Program — s. 1002.39, F.S.
	Note: Students attending a private school under the John M. McKay Scholarships for Students with Disabilities Program are coded “Z” and reported using school 3518.
Z	None of the above or not applicable.
Notes:	
<ol style="list-style-type: none"> Select the most appropriate code above for charter school students. Charter Schools (as per s. 1002.33, F.S.) are flagged as “Charter Schools” on the Master School Identification file. Prior to July 1, 2008 all charter school students were coded “Z” on this element. The following choice options should be coded “Z”; these options are identifiable via other means: <p>Developmental Research (Laboratory) Schools – 1002.32, F.S.; Districts 72, 73, 74 and 75</p> <p>Charter Technical Career Centers – 1002.34, F.S.</p> <p>District 35, School Number 0531 District 55, School Number 0231 District 64, School Number 7821</p> <p>Florida School for the Deaf and Blind – 1002.36, F.S.; District 68</p> <p>Dozier/Okeechobee –District 69</p> <p>Florida Virtual Schools – 1002.37, F.S.</p> <p>The Florida Virtual School - District 71, school numbers 0500 (Grades 6-8), 0600 (Grades 9-12) Florida Virtual School Franchises – school number 7004 K-8 Virtual School - District 78, school number 0700; District 79, school number 0801</p> 	
(Continued On Next Page)	
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**FLORIDA DEPARTMENT OF EDUCATION
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Element Name:	Educational Choice (Continued)
Definition/Domain (Continued)	
<p>John M. McKay Scholarships for Students with Disabilities Program – 1002.39, F.S.; school number 3518</p> <p>Home Education – 1002.41, F.S.; school number N998</p> <p>Private Schools – 1002.42, F.S.; DOE online data collection form</p> <p>Private Tutoring Programs – 1002.43, F.S.</p>	
Revised:	9/22/08
Volume I	Effective: 7/08
Page Number:	102-3

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VOLUME I: AUTOMATED STUDENT INFORMATION SYSTEM
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Implementation Date:
Fiscal Year 2007-08
July 1, 2007

Element Name: NCLB Option, Choice with Transportation	
Definition/Domain	
<p>A code which indicates the status of a student in grades Kindergarten through 12 regarding eligibility to transfer to another school because the student attends a Title I School In Need of Improvement (SINI) pursuant to Title I, Part A, Section 1116, Elementary and Secondary Education Act (ESEA) as amended by No Child Left Behind (NCLB). All students who are enrolled in a Title I school that did not make Adequate Yearly Progress (AYP) for 3 or more consecutive years (SINI 2+) are eligible to transfer to a higher performing school.</p> <p style="margin-left: 40px;"> <u>CODE</u> <u>DEFINITION</u> </p> <p style="margin-left: 40px;"> C → Did Not Apply to Transfer – The student attends a SINI 2+ school but the student's parent(s) did not request that the student transfer to another public school under the provisions of NCLB Choice with Transportation. </p> <p style="margin-left: 40px;"> D → Applied to Transfer – The student attends a SINI 2+ school and the student's parent(s) requested that the student transfer to another public school under the provisions of NCLB Choice with Transportation. </p> <p style="margin-left: 40px;"> Z → Not Applicable – The student's school is not a SINI 2+ school and/or the student is a prekindergarten student.. </p>	
Length: 1	Grades and Programs Requiring This Data Element:
Format: Alphabetic	All Programs, Grades KG-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 Indicator Status DB9 22x
Data Element Number: 156125	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="checkbox"/> 7 <input type="checkbox"/> 9
Revised: 9/22/08 Volume I Effective: 7/08 Page Number: 207-100	

Implementation Date:
Fiscal Year 2007-08
July 1, 2007

Element Name: NCLB Option, Supplemental Educational Services	
Definition/Domain	
<p>A code which indicates the status of a student regarding eligibility for Title I Supplemental Education Services because the student attends a Title I School In Need of Improvement (SINI) pursuant to Title I, Part A, Section 1116, Elementary and Secondary Education Act (ESEA) as amended by No Child Left Behind (NCLB). Students, who are enrolled in a Title I school that did not make Adequate Yearly Progress (AYP) for 2 or more consecutive years (SINI 1+) and qualify for free and reduced priced lunch (FRPL), are eligible to receive supplemental educational services (SES)</p>	
<u>CODE</u>	<u>DEFINITION</u>
C	Did Not Apply for Title I SES – The student attends a SINI 1+ school and qualifies for FRPL, but the student’s parent(s) did not request that the student participate in Title I Supplemental Educational Services.
D	Applied for Title I SES – The student attends a SINI 1+ school and qualifies for FRPL and the student’s parent(s) requested that the student participate in Title I Supplemental Educational Services.
Z	Not Applicable – The student’s school is not a SINI 1+ school, or the student does not qualify for FRPL, or the student is a prekindergarten student.
Length:	1
Format:	Alphabetic
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 Indicator Status DB9 22x
Data Element Number:	
156775	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="checkbox"/> 7 <input type="checkbox"/> 9
Revised: 9/22/08	Volume I Effective: 7/08 Page Number: 207-125

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

Implementation Date:
Fiscal Year 2006-07
July 1, 2006

Element Name: Title I Supplemental Educational Services School					
Definition/Domain					
<p>The state assigned four-digit number of the school that was required to offer Title I Supplemental Educational Services to the student. This is the school in which the student became eligible for Title I Supplemental Educational Services due to the No Child Left Behind School Choice options.</p> <p>NOTE: The school must have a School In Need of Improvement (SINI) status equal to or greater than 1 in the Master School Identification (MSID) file in the SINI_Status field.</p> <table style="margin-left: auto; margin-right: auto; border: none;"> <tr> <td style="text-align: center; padding: 5px;"><u>CODE</u></td> <td style="text-align: center; padding: 5px;"><u>DEFINITION</u></td> </tr> <tr> <td style="text-align: center; padding: 10px;">0001 - 9899</td> <td style="padding: 10px;">District school sites assigned a unique number in the state Master School Identification (MSID) file.</td> </tr> </table>		<u>CODE</u>	<u>DEFINITION</u>	0001 - 9899	District school sites assigned a unique number in the state Master School Identification (MSID) file.
<u>CODE</u>	<u>DEFINITION</u>				
0001 - 9899	District school sites assigned a unique number in the state Master School Identification (MSID) file.				
Length: 4	Grades and Programs Requiring This Data Element:				
Format: Numeric	Title I Supplemental Educational Services program, Grades PK-12				
Compatibility Requirement: State Standard					
Use Types: <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	State Reporting Formats Requiring This Data Element:				
	Title I Supplemental Educational Services DB9 57x				
Data Element Number: 177953	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 type="checkbox"/> 7 <input checked="" type="checkbox"/> 9				
Revised: 9/22/08 Volume I Effective: 7/08 Page Number: 284-1					

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

Implementation Date:
Fiscal Year 2006-07
July 1, 2006

Element Name: Title I Supplemental Educational Services – Service Provider Site Number (OPTIONAL)

Definition/Domain

The number assigned by the district to the actual site or facility where the student was provided Title I Supplemental Educational Services.

The four digits should be defined in such a way as to result in a unique number for each site or facility where the Service Provider provides instruction or tutoring services. As new sites or facilities are added, new Site Numbers should be assigned so that uniqueness is maintained in subsequent years.

If online services or tutoring are provided to individual students in their homes or at individual sites, assign the site number based upon the office or location responsible for facilitating or coordinating the services.

Example: NNNN = 0001

NOTE: This is an optional data element

Length: 4

Grades and Programs Requiring This Data Element:

Format: Numeric

Optional for Title I Supplemental Educational Services Program, Grades PK-12

Compatibility Requirement:

Compatible

Use Types:

- ☐ State Report
- ☒ Local Accountability
- ☐ F.A.S.T.E.R.
- ☐ Migrant Tracking

State Reporting Formats Requiring This Data Element:

Title I Supplemental Educational Services DB9 57x

Data Element Number:

177961

Reported in Survey Periods: ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 7 ☐ 9

Revised: 9/22/08

Volume I

Effective: 7/0

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Implementation Date:
Fiscal Year 2007-08
July 1, 2007

APPENDIX W
TITLE I SUPPLEMENTAL EDUCATIONAL SERVICES SCHOOLS
THAT OFFER SERVICES ONE YEAR EARLY– 2008-09

 ****DELETED****

<u>District</u>	<u>TI SES</u> <u>School</u>	<u>School Name</u>	<u>District</u>	<u>TI SES</u> <u>School</u>	<u>School Name</u>
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Schools will be listed in this Appendix after they have been identified as offering TI SES services one year early.

 Deleted for 2088-2009

TITLE I SUPPLEMENTAL EDUCATIONAL SERVICES – REJECT RULES

7. Each Title I Supplemental Educational Services record must be unique based on District Number, Current Enrollment; School Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code; Year; Title 1 Supplemental Educational Services – Service Provider and Term. -first duplicate record accepted, all others rejected-

EXAMPLE

The first, third and fourth records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The second and fifth records would be rejected since they are duplicates (same District Number, Current Enrollment; School Number, Current Enrollment; Student Number Identifier, Florida; Survey Period Code; Year; Title I Supplemental Educational Service – Service Provider; and Term of the first and fourth records, respectively).

District Number	School Number, Current Enrollment	Student Number, Current Enrollment Florida	Survey Period, Code	Year	Term	Title I Supplemental Educational Services Service Provider
01	0411	012345675X	5	****	3	0002
* 01	0411	012345675X	5	****	3	0002
01	0411	012345675X	5	****	S	0044
01	0411	032345675X	5	****	3	0033
* 01	0411	032345675X	5	****	3	0002

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

DISTRICT RESPONSIBILITY


If the records that were accepted and loaded to the data base are correct ones, 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 delete any invalid records, correct any rejected records if necessary, and resubmit the corrected records.

TITLE I SUPPLEMENTAL EDUCATIONAL SERVICES – REJECT RULES

13. The Title I Supplemental Educational Services – Service Provider must be a valid assigned identifier. Valid Title I Supplemental Educational Services – Service Provider assigned identifiers are specified in Appendix T of the DOE Information Data Base Requirements: Volume I – Automated Student Information manual. – 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 the Title I Supplemental Educational Services – Service Provider is assigned an invalid identifier.



District Number, Current Enrollment	Student Number Identifier, Florida	Title I Supplemental Educational Services, Hours Of Contact: Math	Title I Supplemental Educational Services, Service Provider
01	012345678X	015	0022
* 01	012345679X	015	0145

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 – Service Provider assigned identifier and resubmit the record.

TITLE I SUPPLEMENTAL EDUCATIONAL SERVICES – REJECT RULES

- ➔ 22. Deleted 9/22/08. ~~Title I Supplemental Educational Services – Service Provider Site Number must be numeric, greater than zero and in the range of 0001 to 9999.~~

EXAMPLE

~~The third and fourth records listed below would be loaded to the data base assuming no other reject rule would cause their rejection. The first and second records would be rejected because the site number in the first record is not greater than zero and the site number in the second record is not a valid number.~~

District Number, Current Enrollment	Title I Supplemental Educational Services, Service Provider Site Number
* 01	0000
*-01	020N
01	0012
01	1161

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 Title I Supplemental Educational Services – Service Provider Site Number and resubmit the records.~~

TITLE I SUPPLEMENTAL EDUCATIONAL SERVICES – REJECT RULES

24. Title I Supplemental Educational Services School must be a school that is required to provide the No Child Left Behind Choice of Title I Supplemental Educational Services. The school must have a School In Need of Improvement (SINI) status equal to or greater than 1 in the Master School Identification (MSID) file in the SINI_Status field. - record rejected-

EXAMPLE

The first, second and fourth 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 Title I Supplemental Educational Services School is not required to provide Title I Supplemental Educational Services and, thus, does not have a code equal to or greater than 1 in SINI status on the MSID file.

District Number, Current Enrollment	Title I Supplemental Educational Services School	Student Number Identifier, Florida	MSID SINI Status
01	0041	012345676X	2
33	0031	012345677X	3
* 28	0071	012345678X	0
* 58	0261	012346579X	1

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 School and resubmit the record.

TITLE I SUPPLEMENTAL EDUCATIONAL SERVICES – REJECT RULES

- 26. If Title I Supplemental Education Services Hours of Contact Math or Title I Supplemental Educational Services Hours of Contact Reading/Language Arts is not zero, then the Title I Supplemental Educational Services – Begin Services Date must be numeric and a valid date greater than or equal to 06/01/**** and less than 08/31/****. If Title I Supplemental Education Services Hours of Contact Math and Title I Supplemental Educational Services Hours of Contact Reading/Language Arts are both equal to zero, then the Title I – Begin Services Date must equal zero. -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 Title I Supplemental Educational Services – Begin Services Date is an invalid date.

Student Number Identifier, Florida	Survey Period Code	School Year	Title I Supplemental Educational Services - Begin Services Date
123456789X	5	****	0927****
123456788X	9	****	1015****
* 6212345679	5	****	14032008

→ **** = Current 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 record to be loaded to the data base, the district must correct the Title I Supplemental Educational Services – Begin Services Date and resubmit the record.

2008-2009 Title I Supplemental Educational Services

1. This format record should only be reported for students who are eligible for Title I Supplemental Educational Services (SES) pursuant to No Child Left Behind Title I Sec. 1116(e)(1), ESEA.

2. For survey periods 2, 3 and 9, submit this record for each student who was assigned to receive Title I Supplemental Educational Services with a State-approved provider, as per Title I Sec. 1116(e)(1), ESEA, at any time from the beginning of the school year through the survey period.

3. For survey period 5, submit this record for any student who was assigned to receive Title I Supplemental Educational Services with a State-approved provider, as per Title I, Sec. 1116(e)(1), ESEA at any time during the school year and accompanying summer session(s).

4. **TITLE I SUPPLEMENTAL EDUCATIONAL SERVICES - SERVICE PROVIDER:** For each student served submit a separate format for each State-approved Supplemental Educational Services - Service Provider. See Appendix T for a list of the approved service providers and their assigned provider numbers.

If the school district must provide SES to children with disabilities either directly or through a contract because there are no available state-approved providers, use code 0108. If the school district must provide SES to children with limited English proficiency (English Language Learners) either directly or through a contract because there are no available state-approved providers, use code 0109.

If the district does NOT have a state approved Title I Supplemental Education Services – Service Provider and has received Department of Education approval to offer Title I Supplemental Educational Services for a student, use codes 1001 - 1067 or 1072 – 1075, as appropriate. (Requests must be sent directly to the department to obtain assigned codes.)




5. **TERM:** To show the student participated in Title I Supplemental Educational Services during the regular school year, use code 3 (annual). To indicate summer participation, use code S (combined summer sessions). If the student participated in Title I Supplemental Educational Services during the regular school year and summer school, send separate records, one for each Term.

- ➔ 6. **TITLE I SUPPLEMENTAL EDUCATIONAL SERVICES - HOURS OF CONTACT:** Record the cumulative number of hours of contact that the student had with the Title I Supplemental Educational Service Provider for the subject indicated. If the student has been assigned to a provider by the district (including students having an approved Student Learning Plan or students without approved Student Learning Plans), but has not been reported by the provider as receiving services, report 000 for the hours of contact. If the student has not been assigned to receive services in a specific subject area, report 999 for the hours. Title I Supplemental Educational Services – Hours of Contact must be reported separately for each term and each service provider.
- ➔ 7. **TITLE I SUPPLEMENTAL EDUCATIONAL SERVICES – BEGIN SERVICES DATE:** The date in this school year on which the student was first served by the Title I Supplemental Educational Services provider. For students served by more than one Title I Supplemental Educational Services provider, track the beginning date of services for each provider.
- ➔ 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 item numbers 1-5 and 7-8 15. 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	Year *
6	22-27	6	A/N	Filler

Item No.	From-To	Size	Field Char.	Field Description
7	28-31	4	A/N	Title I Supplemental Educational Services Service Provider *
8	32-32	1	A/N	Term *
9	33-33	1	A	Transaction Code
10	34-36	3	N	Filler
11	37-39	3	N	Title I Supplemental Educational Services - Hours of Contact: Reading /Language Arts
12	40-42	3	N	Title I Supplemental Educational Services - Hours of Contact: Math
13	43-45	3	A/N	Filler
14	46-49	4	N/R	Title I Supplemental Educational Services School
15	50-53	4	N/R	Filler 
16	54-61	8	A/N	Title I Supplemental Educational Services - Begin Services Date
17	62-62	1	A/N	Filler
18	63-72	10	A/N	Student Number Identifier, Local
19	73-80	8	A/N	Filler/Error Codes