

**THE FOLLOWING CHANGES ARE  
FOR FISCAL YEAR  
2021**

**October 09, 2020**

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

Year: 2020-21

Data Element Number: **107775**

Data Element Name: **Career and Professional Academy Identifier**

---

The identifier assigned by the Department of Education to the Career and Professional Academy in which the student participated.

To be classified as a Career and Professional Academy, an academy must meet requirements in the Florida Career and Professional Education Act, s. 1003.493, F.S., and be registered with the Florida Department of Education.

See Appendix Y for a list of Career and Professional Academies and their identification numbers.

<b>Code</b>	<b>Definition/Example</b>
ZZZ	Not Applicable. On the Federal/State Indicator Status format, ZZZ means the student did not participate in a Career and Professional Academy. On the Industry Certification format, ZZZ means the student did not participate in a Career and Professional Academy or the student did not earn an Industry Certification.

---

**Length:** 3

**Data Type:** Alphanumeric

**Year Implemented:** 0708

**State Standard:** No

**Use Types:**

State Reporting: Yes

Local Accountability: Yes

FASTER: Yes

Migrant Tracking: No

**Required Grades:** 06-12

**Programs Required:**

Workforce Development

**Formats Required:**

Federal/State Indicator Status DB9 22x

Industry Certification

**Surveys Required:**

Survey 2 Yes

Survey 3 Yes

Survey 5 Yes

**Appendixes:**

Appendix Y: Career and Professional Academies Registered with FLDOE

Data Element Number: **107775**

Data Element Name: **Career and Professional Academy Identifier**

---

**Description of Changes:**

10/8/2020	Codes	Updated reference from CTE Student Course to Industry Certification in definition for ZZZ (update oversight when Industry Cert format was created)
2/16/2015	Formats Required	Added Industry Certification Format
9/20/2012	Codes	Added information to definition of ZZZ to indicate the meaning for each of the formats on which this element occurs.
6/1/2011	Formats Required	Added Career and Technical Education Student Course Schedule as a required format.
6/1/2011	Grades Required	Added grade levels 06-08 making the grades required 06-12.

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

Year: 2020-21

Data Element Number: **139325**

Data Element Name: **Incident, Identifier**

---

A unique eight position code, locally assigned within a district to identify a specific school environmental safety (SESIR) incident or occurrence or a disciplinary/referral action specific to a student for a non-SESIR incident. More than one student may be involved in a single incident.

When there are resulting Disciplinary/Referral Action codes applicable to a SESIR Incident, Identifier, the SESIR Incident, Identifier must be reported on the corresponding Student Discipline/Referral Action format.

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

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

---

NOTE: Reports must be made on incidents occurring on school campus, at school-sponsored events and on school-sponsored transportation at any time of the year and 24 hours a day. At school-sponsored events, report those incidents that involve student(s) as either perpetrator or victim.

**Length:** 8

**Data Type:** Alphanumeric

**Year Implemented:** 9596

**State Standard:** No

**Use Types:**

State Reporting: Yes

Local Accountability: Yes

FASTER: No

Migrant Tracking: No

**Required Grades:** PK-12

**Programs Required:**

All Programs

**Formats Required:**

School Environmental Safety Incident Report DB9 42x

Student Discipline/Resultant Action DB9 19x

**Surveys Required:**

Survey 2 Yes

Survey 3 Yes

Survey 5 Yes

**Appendixes:**

None

Data Element Number: **139325**

Data Element Name: **Incident, Identifier**

---

**Description of Changes:**

10/9/2020	Codes	Deleted code HSN99999 as a unique identifier for HOPE Scholarship reporting; determined not necessary.
9/25/2020	Codes	Added the Incident, Identifier to be reported for the HOPE Scholarship Notification only. None

## ENGLISH LANGUAGE LEARNERS INFORMATION - EXCEPTION REPORTS

92. If Survey Period is 2 or 3, English Language Learners: Exit Date must be greater than or equal to two years prior to the Survey Date\*, unless zero filled or unless English Language Learners: Reclassification Date is greater than zero. If Survey Period is 5, English Language Learners: Exit Date must be greater than or equal to two years prior to August 15<sup>th</sup> of the year in which the survey 5 data are due to the Department, unless zero filled or unless English Language Learners Reclassification Date is greater than zero. -exception report-

(Example: For Survey 5 of 2007-08 the Exit Date should be greater than or equal to August 15, 2006.)

\* Note: The Survey Date is the date of the Friday during Survey Week for the Survey Period reported.

Purpose: The purpose of this edit is to ensure that LF code in the English Language Learners, PK-12 data element is changed to LZ-LA after two years.

### EXAMPLE


The first, second and fourth records listed below would pass the edit. The third record would cause a message to be generated because the English Language Learners: Exit Date is more than two years prior to the Survey Date.

Florida Education Identifier	Survey Period Code	Survey Date	English Language Learners: Exit Date	English Language Learners: Reclassification Date
FL124380381200	2	10132006	01042005	00000000
FL124381381200	2	10132006	00000000	00000000
* FL124081381200	2	10132006	01182004	00000000
FL124381380200	2	10132006	01182003	10012004

### DISTRICT RESPONSIBILITY

The district should verify the English Language Learners: Exit Date and correct the date if it is in error.

## ENGLISH LANGUAGE LEARNERS INFORMATION - EXCEPTION REPORTS

-  **93. If Survey Period is 2 or 3, English Language Learners: Reclassification Exit Date must be greater than or equal to two years prior to the Survey Date\*, unless zero filled. If Survey Period is 5, the English Language Learners Reclassification Exit Date must be greater than or equal to two years prior to August 15th of the year in which the survey 5 data is due to the Department, unless zero filled.**  
-exception report-

**Example: For Survey 5 of 2007-08 the Reclassification Exit Date should be greater than or equal to August 15, 2006.**

**\*Note: The Survey Date is the date of the Friday during Survey Week for the Survey Period reported.**

**Purpose: The purpose of this edit is to ensure that an LF code in the English Language Learners, PK-12 data element is changed to ~~LZ~~LA after two years.**

### EXAMPLE

If Survey Date is 02102006, the first two records listed below would pass the edit. The third record would cause a message to be generated because the English Language Learners: Reclassification Exit Date is more than two years prior to the Survey Date.

Florida Education Identifier	Survey Period Code	ELL: Exit Date	ELL: Reclassification Date	ELL: Reclassification Exit Date
FL124081381200	3	11182004	05292005	12022005
FL104381381200	3	11182004	05292005	00000000
* FL124381381200	3	11182002	05292003	12182003

### DISTRICT RESPONSIBILITY

The district should verify the English Language Learners: Reclassification Exit Date and correct it if it is in error.

## EXCEPTIONAL STUDENT - REJECT RULES

### DELETED FOR 2021

~~27. If the Exceptional Student, IDEA Educational Environments code equals C, D, F, H, or P then the Exceptionality, Primary code and the Exceptionality, Other codes must not equal T or U. record rejected-~~

#### ~~EXAMPLE~~

~~The first record listed below would be loaded to the database assuming no other reject rule would cause its rejection. The second record would be rejected because the Exceptionality Primary code = T and the Exceptional Student, IDEA Educational Environments code is D.~~

<del>District</del>	<del>Florida</del>	<del>Survey</del>	<del>Exceptional</del>
<del>Number,</del>	<del>Education</del>	<del>Period</del>	<del>Student, IDEA</del>
<del>Current</del>	<del>Identifier</del>	<del>Code</del>	<del>Primary</del>
<del>Enrollment</del>	<del>Other</del>	<del>Exceptionality,</del>	<del>Exceptionality,</del>
			<del>Educational</del>
			<del>Environments</del>
<del>36</del>	<del>FL123456789100</del>	<del>2</del>	<del>C</del>
<del>* 36</del>	<del>FL123456789200</del>	<del>2</del>	<del>T</del>
			<del>ZZZZZZZZZ</del>
			<del>ZZZZZZZZZ</del>
			<del>P</del>
			<del>D</del>

#### ~~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 database, the district must correct the Exceptional Student, IDEA Educational Environments code or the Exceptionality, Primary code and resubmit the record.~~



## EXCEPTIONAL STUDENT - ~~REJECT~~ STATE VALIDATION RULES

### NEW EDIT FOR 2021

**2735.** If the Exceptional Student, IDEA Educational Environments code equals C, D, F, H, or P then the Exceptionality, Primary code and the Exceptionality, Other codes must not equal ~~T or U~~, or must not equal T unless the student is age 5 and the Grade Level is KG. ~~-record rejected state validation-~~

### EXAMPLE


The Exceptional Student first record listed below which is marked with an asterisk would ~~be loaded to the database assuming no other reject rule would cause its rejection~~ cause a message to be generated because the correct relationship does not exist between Exceptionality, Primary or Exceptionality, Other and Exceptional Student, IDEA Educational Environments. ~~The second record would be rejected because the Exceptionality Primary code = T and the Exceptional Student, IDEA Educational Environments code is D.~~

District Number, Current Educational Enrollment	Florida Education Identifier	<del>Survey Period</del> <u>Grade</u> <del>Code</del> <u>Level</u>	Exceptionality, Primary	Exceptionality, Other Environments	Exceptional Student, IDEA
36	FL123456789100	<u>207</u>	C	ZZZZZZZZZZ	P
* 36	FL123456789200	<u>2PK</u>	T	ZZZZZZZZZZ	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 database, the district must correct the~~ The district must correct the records so that the appropriate relationship exists between Exceptionality, Primary or Exceptionality, Other and Exceptional Student, IDEA Educational Environments ~~code or the Exceptionality, Primary code and resubmit the record.~~

**STUDENT DISCIPLINE/RESULTANT 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, N, O or P. The records match is done using the District Number, Current Enrollment on the Student Discipline/Resultant Action format matched to the District Number, Reporting District on the SESIR format; along with matching School Year, Survey Period Code and Incident, Identifier. –state validation–**

**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/Resultant Action Records*

District Number, Current Enrollment	Florida Education Identifier	Incident, Identifier	Student, Use of, Drugs
36	FL123456789100	0000001	Y
* 36	FL123456789200	0000002	Y
36	FL123456789300	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.

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

### DELETED FOR 2021 NEW EDIT 2021

**1G. ~~If Incident, Type code is HSN, then Incident, Identifier must be HSN99999.  
-record rejected-~~**

#### ~~EXAMPLE~~

~~The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Type is HSN and Incident, Identifier is not HSN99999.~~

<del>District</del>	<del>School</del>	<del>Incident,</del>		
<del>Number,</del>	<del>Number,</del>	<del>Alcohol-</del>		
<del>Reporting</del>	<del>Where Incident</del>	<del>Incident, Incident,</del>		
<del>District</del>	<del>Occurred</del>	<del>Identifier Type</del>		
<del>Related</del>				
<del>01</del>	<del>0271</del>	<del>AS000001</del>	<del>HAZ</del>	<del>Y</del>
<del>01</del>	<del>0271</del>	<del>DO000002</del>	<del>HAZ</del>	<del>Y</del>
<del>* 01</del>	<del>9001</del>	<del>SH000003</del>	<del>HSN</del>	<del>Z</del>

#### ~~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 database, the district must correct the relationship between Incident, Type and Incident, Identifier and resubmit the record.~~

## SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORT - REJECT RULES

7. Incident, Date must be numeric, must be a valid date, in the range of 07/01/\*\*\*\* to 08/31/\*\*\*\* and not greater than the last day of the survey period, unless Incident, Identifier is ~~HSN99999~~ Type is HSN, then Incident, Date must be zero-filled.

-record rejected-

### EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Incident, Date is greater than the last day of the survey period. The fourth record would be rejected because Incident, Date is not a valid date.

District Number, Reporting District	Survey Period code	School Number, where Incident Occurred	Incident, <del>Identifier</del> Type	Incident, Date
01	<del>03</del>	0271	<del>A0000001</del> <u>ALC</u>	0122****
01	<del>03</del>	<del>9001</del> <u>0271</u>	<del>HSN99999</del>	00000000
* 01	<del>03</del>	0271	<del>X0000002</del> <u>ARS</u>	0420****
* 01	<del>03</del>	0271	<del>D0000003</del> <u>FRM</u>	0230****

\*\*\*\* = Valid 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 database, the district must correct the Incident, Date and resubmit the records.

# APPENDICES

**2020-21**

**Student:**

- **Appendix Y:** Career and Professional Academies Registered with FLDOE
- **Appendix L:** Test Subject Content Codes  
*(Update to PSA)*