

November 14, 2012 School System Management System Vendor Webinar

Questions & Answers

STAFF SNAPSHOT

Q1. Are we required to send active staff and inactive staff that have an exit date that falls during the current school year?

A. Report any staff person who is active at any point, during the school year.

STUDENT CLASS GRADE DETAIL

Q2. What are the business rules for reporting non-completed/dropped classes identified with a Course Detail Outcome "N"?

A. Report a Student Class Grade Detail record with a Course Detail Outcome Code of "N" if the student leaves the course section for any reason, without completing it, on or after the first date the class is scheduled to meet.

If the student drops the course before the first date that it is scheduled to meet, do not report a Student Class Grade Detail record.

Q3. Can you clarify the State's expectations regarding reporting credit recovery and summer school classes that took place in the summer of 2012? Will reporting Summer School classes be optional this year?

A. Beginning with the 2012-13 school year, all courses taken by students during the regular school year must be reported through the Student Class Grade Detail Record. For courses taken during summer school, a Student Class Grade Detail Record must be reported only for those students who take a course to make up incomplete or failed course credit through CR Part 100.5(d)(8). For students who are making up incomplete or failed course credit at any time, a Student Class Grade Detail Record must be reported and the Credit Recovery Code field on the record must be identified as "yes".

For summer school classes that must be reported, the following templates *are* required: Course, Marking Period, Location Marking Period, and Student Class Grade Detail.

For summer school classes that must be reported, the following template *is not* required: Staff Student Course and Staff Snapshot.

STUDENT DAILY ATTENDANCE

Q4. How do we map Local Attendance Codes to State Attendance Codes (E, U, and T)?

A. The codes are mapped using the Attendance Codes template, which has been placed on the vendor website. Attendance Description is not required, but will be necessary if schools and districts prefer to see their own descriptions used in reporting.

GENERAL:

Extract Deadlines

Q5. What are the deadlines for the districts/BOCES to submit their data each year?

A. Timelines are published in the SIRS documentation and on the IRS Google calendar. We recommend that extracts always remain available for use by the school, district, or BOCES. Sometimes deadlines are amended and LEAs need flexibility to report their current and/or historical data.