

FY 2009 EMIS Manual
Appendix A
R & R (Rectifications & Refinements) Log

Version 1 (August - Final Release) of the EMIS Manual



Last updated

November 24, 2008

Prepared by
Office of Information Policy & Management

FY 2009 EMIS Manual-Appendix A
R&R- Updated November 24, 2008

Purpose

The purpose of this document is to keep a history of revisions (including: clarifications, changes, and/or updates) made to the EMIS Manual after version 1 (August) release. This document reflects revisions communicated through the EMIS Newsflash. If revisions contained in this document are still applicable in FY 2010, they will be incorporated into the FY 2010 EMIS Manual.

Explanation of Document

Date	The date the change was communicated to the field (either through the EMIS Newsflash, Help Desk, or other means).
Chapter/Appendix	Chapter or Appendix impacted by the clarification
Record	If applicable, the record impacted by the clarification
Page	The PDF page number in version 1 of the EMIS Manual that the clarification impacts
Item	May include a change to the any of the following: General Guidelines for the Record, the Reporting Instructions for a data element, new options etc...
Description	A description of the clarification, change, revision and/or update.

Stated in EMIS Newsflashes starting 11-24-2008

EMIS Newsflash Date	Chapter/Appendix	Page(s)	Record	Item/Element	Description									
11/24/08	A	25	Contracted Staff	Table 16 Category 5	<p>Modified option definition in Table 16. Category 5.</p> <p>CATEGORY #5: Resident/Educating District Contracts with a Non-EMIS Reporting Entity to Provide a Certificated/Licensed or Classified Staff Member – Contractor Staff Employment Record NOT Required.</p> <p>This situation includes district reporting for students with disability conditions placed by the district in a non-public or private school as the most appropriate placement for the student according to his/her IEP and districts who contract with an agency or an individual to provide auxiliary services to the nonpublic schools located within their boundaries</p> <table border="1"> <thead> <tr> <th><i>Reporting Entity</i></th> <th><i>Student Data</i></th> <th><i>Staff Data</i></th> </tr> </thead> <tbody> <tr> <td>Resident/Educating District</td> <td> Normal Student Reporting <i>Sent To Percent of Time or Student Percent of Time</i> should include the amount of time that the student receives instruction/services from the Contracted employee from the contractor </td> <td> Staff Demographic Record, Staff Employment Record and Course Master Record On the <i>Staff Employment Record</i>, report one of the following Position Statuses for the contracted employee: <ul style="list-style-type: none"> • A = Contracted Personnel – Agency • I = Contracted Personnel- Individual The <i>Contractor Staff Employment Record</i> is NOT required </td> </tr> <tr> <td>Contractor (non-EMIS reporting entity)</td> <td>NONE – Does not report to EMIS</td> <td>NONE – Does not report to EMIS</td> </tr> </tbody> </table>	<i>Reporting Entity</i>	<i>Student Data</i>	<i>Staff Data</i>	Resident/Educating District	Normal Student Reporting <i>Sent To Percent of Time or Student Percent of Time</i> should include the amount of time that the student receives instruction/services from the Contracted employee from the contractor	Staff Demographic Record, Staff Employment Record and Course Master Record On the <i>Staff Employment Record</i> , report one of the following Position Statuses for the contracted employee: <ul style="list-style-type: none"> • A = Contracted Personnel – Agency • I = Contracted Personnel- Individual The <i>Contractor Staff Employment Record</i> is NOT required	Contractor (non-EMIS reporting entity)	NONE – Does not report to EMIS	NONE – Does not report to EMIS
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