

**TITLE I DISTRICT STUDENT DATA  
REPORT EXPLANATION  
(.TXT\_CCYNN\_STU\_TITLE1)  
(.TXT\_CCYNN\_STU\_TITLE1\_NP)**

**Education Management Information System (EMIS)**



Revision Date May 1, 2008

**Prepared by  
Office of Information Policy and Management**

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## Revision History

The revisions to this document listed in the table below.

Revision Date	Owner/Source	Description of Change
March 15, 2007	ODE, EMIS IPM	Derived from report and report specifications
May 11, 2007	ODE, EMIS IPM	Modified the explanation to include Non-Public report
March 6, 2008	ODE/IPM	Revised for FY08(N)
May 1, 2008	ODE/IPM	Corrected errors on the explanation.

## Report Overview

### *General Description and Significance*

This report gives the Title I student counts by gender, ethnicity, special populations, and program codes. It allows districts to determine whether or not their Title I counts are accurately reflected in the data received by ODE.

The building heading will define the TITLE I BUILDING PROGRAM TYPE. It might be “School-wide” or “Targeted Assistance” service that is provided.

The two sets of reports look the same but are distinguished by students’ attending home status. To count non-public students, students must be attending a non-public (attending home status) school. To be on **ITC\_IRN\_COORD\_CCYMMDD.TXT\_CCYYN\_STU\_TITLE1** or **ITC\_IRN\_COORD\_CCYMMDD.TXT\_CCYYN\_STU\_TITLE1\_NP**, students must have the criteria listed below.

These reports are generated during each processing week of the Yearend (N) reporting period and distributed to districts through their contracted ITC. Reports are created for each district that has a building in the CCIP file.

### *Tips for Reading This Document*

- EMIS data elements are written in **SMALL CAPITAL LETTERS**.
- Report field names are written in **BOLD SMALL CAPITAL LETTERS**.
- Options (values) for each data element are indicated in *ITALICIZED CAPITAL LETTERS* and are enclosed in quotation marks.
- Record names are displayed in *italicized bold letters*.

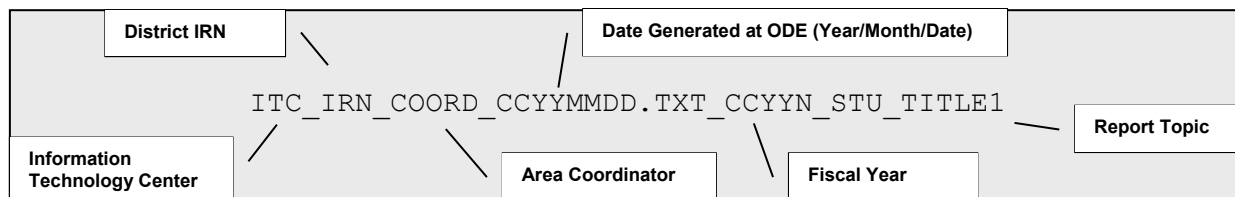
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- File names are displayed in **CAPITALIZED BOLD LETTERS**.
- CCYYP denotes the century and year and processing period.

### Report Name and Timing

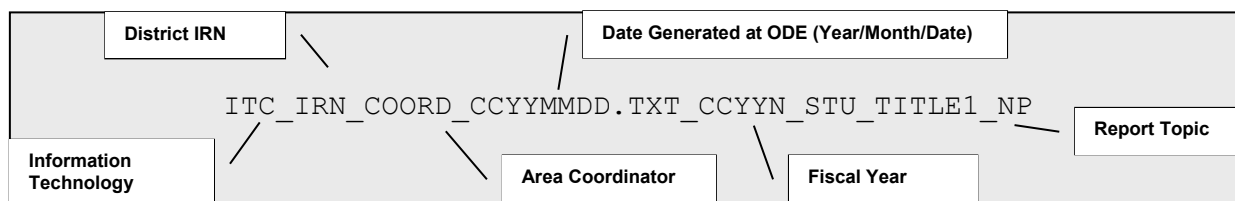
The file name for the Public report is:

**ITC\_IRN\_COORD\_CCYYMMDD.TXT\_CCYYN\_STU\_TITLE1**; its components are described below. This report is produced during the Yearend (N) reporting period.



The file name for the Non-Public report is:

**ITC\_IRN\_COORD\_CCYYMMDD.TXT\_CCYYN\_STU\_TITLE1\_NP**; its components are described below.



## ODE Processing

### Process Description

Data come to ODE in the Yearend (N) Attendance file, YAAT. The value of the calculated fields are accumulated in this file during the aggregations each weekend of the N (year end) reporting period. The values of the non-calculated fields are pulled from the district’s GI (*Student Demographic*) and GK (*Student Attendance*) records. The reports are generated from the data that have been accepted and processed by ODE.

### Data Source

The data used in this report come from a variety of sources.

Fields from the *Student Demographic* (GI) and *Student Attendance* (GK) records are incorporated in the *YAAT* (Yearend (N) Attendance) record during the aggregation process.

OEDS is used to provide district profile data.

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A CCIP file is used to define the appropriate service provided for each building on the report.

The Program Count (PC) file is used to determine the numbers for the “Program Codes” section of the report.

### Submitted Data Used in Report

The following fields are submitted directly by the district either in the EMIS process or into OEDS.

Element Name	Record Field #	File Name	Special Notes
GRADE LEVEL	GI130	<i>Student Demographic</i>	
RACE	GI090	<i>Student Demographic</i>	
GENDER	GI080	<i>Student Demographic</i>	
DISABILITY CONDITION	GI160	<i>Student Demographic</i>	
DISADVANTAGEMENT	GI170	<i>Student Demographic</i>	
LEP	GI230	<i>Student Demographic</i>	
HOMELESS	GI190	<i>Student Demographic</i>	
MIGRANT	GI240	<i>Student Demographic</i>	
504 PLAN	GI430	<i>Student Demographic</i>	
BUILDING IRN	GI040	<i>Student Demographic</i>	
STATE EQUIVALENT GRADE LEVEL	GI360	<i>Student Demographic</i>	
PROGRAM CODE	GQ060	<i>Student Program</i>	
DISTRICT NAME		<i>OEDS</i>	
BUILDING NAME		<i>OEDS</i>	
ITC		<i>OEDS</i>	
AREA COORDINATOR		<i>OEDS</i>	

### Derived Data Used in Report

The following fields are created in the aggregation process

Element Name	Record Field #	File Name	Field Value	Conversion factors
ATTENDING/HOME STATUS	A1050	<i>YAAT</i>		Calculated in Control Routine of the aggs
CCIP TYPE		<i>CCIP file</i>	<i>C, SE, SN, T</i>	<i>C=Comparable service provider, SE=Service provider, existing, SN=Service provider, new), T=Targeted assistance)</i>
TOTAL STUDENT COUNT	AI1300	<i>YAAT</i>		Calculated in the aggregation Attendance Routine

## Report Selection Criteria

Records are selected for the report using the following filters.

For the Public report:

- Exclude the record if the ATTENDING/HOME STATUS = “16” OR “1F” OR “1I”
- Include if the ATTENDING/HOME STATUS is not one of the above but starts with “1” or if it equals “23” or “24” or “25” or “2W”.

For the Non-Public Report:

- Include the record if the ATTENDING/HOME STATUS = “16”

For both Public and Not-Public reports GRADE LEVELS included:

- “01” through “11” added in their own grade totals.
- “12”, “13” and “23” added in the grade 12 totals
- “IN” added in its own grade total
- “PK”, “PS”, “PH” “added in the PS grade totals.
- ”KG”, “KH” added in the K grade totals.
- “UG”, “DC” added in to another accumulator, but not printed on the report

Special Populations included:

- LEP: code = “Y”, “L”, and “M”,
- MIGRANT: code= “Y”
- DISABILITY: code not “\*\*” or *blank*
- DISADVANTAGEMENT: code = “1” or “3”
- HOMELESS: code not “\*” or *blank*
- NCLB-DIST: ATTENDING/HOME STATUS = “2W”
- 504\_PLAN: code = “Y”

Program codes include:

- 231001-231010
- 232001-232007
- If the building’s service program is “targeted assistance”, the count is included under program code “23100A” on the report.

## Report Sample

### *Header Information*

The two reports look the same: layout and contents do not differ except for the type of student counted.

The first area of the header describes information about the report generation. The upper left section names the program from which the report was generated and the data source. The middle

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information identifies the producer of the report and the report title. The upper right section states the date on which the report was generated, the page number, and the reporting period to which the report belongs.

The second area of the header pertains to the recipient of the report. It identifies the building and district for which the report was produced, their IRNS, COUNTY, the ITC and AREA COORDINATOR of the district.

The Public Building describes the type of Title I service, using one of five descriptions in the report summary.

That is followed by column headers indicating the data described on each detail line.

### ***Detail Information***

There are four different sections for each of the building or district pages, each section defining the Title I students in a different way. Each column in each section defines the grade of the student; some grade levels are [combined](#).

The first section gives the count by gender.

The second section gives the count by Ethnicity: W=White, B=Black, H=Hispanic, A=Asian or Pacific Islander, I=American Indian or Alaskan Native, M=Multiracial.

The third section lists the data by counts of special populations: LEP (limited English proficiency), Migrant, Disab(led), Econ-Disa (Economically Disadvantaged), Homeless, NCLB District (attending another district than normal due to Title I public school choice), 504 Plan.

The next section lists the data by counts of students taking specific programs. Note that these are duplicated counts, i.e., the student is counted once in each program in which the student is enrolled. This is followed by an unduplicated count, using a single count for each student regardless of the number of 231xxx programs in which s/he is enrolled.

The last section on the district page totals the counts by type of Title I service provided.

The detail lines are followed by pages of legend, describing the data contained on the detail rows.

PROGRAM: TITLE1\_2008N  
 SOURCE: T1\_PROGRAM\_2008N.RMS  
 T1\_YEAREND ATTND.RMS

OHIO DEPARTMENT OF EDUCATION  
 OFFICE OF DATA SERVICES  
 EDUCATION MANAGEMENT INFORMATION SYSTEM  
 STUDENT DATA SUBMITTED TO ODE AS OF 06/27/2008  
 2008 TITLE I DISTRICT STUDENT DATA REPORT

DATE: 06/28/2008  
 PAGE: 1  
 REPORTING PERIOD: N

BUILDING REPORT - \*\* PUBLIC \*\*

BUILDING NAME: The Best Middle School  
 BUILDING IRN: 011011  
 COUNTY NAME: AnOhio  
 DDAS: Information Technology Center

DISTRICT NAME: The Best City SD  
 DISTRICT IRN: 044044  
 AREA COORD: 07

TITLE I BUILDING PROGRAM TYPE: Schoolwide Title I Service Provided - Existing Program

	IN	PS	K	1	2	3	4	5	6	7	8	9	10	11	12
MALES	0	0	0	0	0	0	0	93	93	76	92	0	0	0	0
FEMALES	0	0	0	0	0	0	0	73	81	91	78	0	0	0	0
TOTAL	0	0	0	0	0	0	0	166	174	167	170	0	0	0	0

ETHNICITY:	IN	PS	K	1	2	3	4	5	6	7	8	9	10	11	12
W	0	0	0	0	0	0	0	153	161	147	156	0	0	0	0
B	0	0	0	0	0	0	0	5	4	7	6	0	0	0	0
H	0	0	0	0	0	0	0	3	2	9	3	0	0	0	0
A	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0
I	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0
M	0	0	0	0	0	0	0	4	5	4	5	0	0	0	0
TOTAL	0	0	0	0	0	0	0	166	174	167	170	0	0	0	0

SPECIAL POPULATIONS:	IN	PS	K	1	2	3	4	5	6	7	8	9	10	11	12
LEP	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MIGRANT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
DISAB	0	0	0	0	0	0	0	18	25	25	25	0	0	0	0
ECON-DISA	0	0	0	0	0	0	0	119	123	122	120	0	0	0	0
HOMELESS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NCLB-DIST	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
504-PLAN	0	0	0	0	0	0	0	0	3	3	1	0	0	0	0

DUPLICATED PROGRAM CODES: (Legend last page)

	IN	PS	K	1	2	3	4	5	6	7	8	9	10	11	12
226001	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
226002	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

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226003	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
226004	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
226005	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
226006	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
226007	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
226008	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
226009	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
226010	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
226011	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
226012	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

PROGRAM: TITLE1\_2008N  
 SOURCE: T1\_PROGRAM\_2008N.RMS  
 T1\_YEAREND\_ATTND.RMS

OHIO DEPARTMENT OF EDUCATION  
 OFFICE OF DATA SERVICES  
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DATE: 06/28/2008  
 PAGE: 2  
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BUILDING REPORT - \*\* PUBLIC \*\*

BUILDING NAME: The Best Middle School  
 BUILDING IRN: 011011  
 COUNTY NAME: AnOhio  
 DDAS: Information Technology Center

DISTRICT NAME: The Best City SD  
 DISTRICT IRN: 044044  
 AREA COORD: 07

DUPLICATED PROGRAM CODES: (Continued)

	IN	PS	K	1	2	3	4	5	6	7	8	9	10	11	12
231001	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
231002	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
231003	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
231004	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
231005	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
231006	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
231007	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
231008	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
231009	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
231010	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
232001	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
232002	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
232003	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
232004	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
232005	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
232006	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

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																	<i>Title I</i>
232007	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
233200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
233210	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
234001	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
234002	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
UNDUPLICATED PROGRAM CODES																	
23100A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
23200A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

COMMENTS:

### No students were reported with Title I Program Codes for this building

#### T I T L E 1 L E G E N D

- 226001 - Title I School Choice: Student is attending another public school within the district than he/she normally would, due to Title I Public School Choice (No Child Left Behind Act of 2001).
- 226002 - Title I School Choice: Student is participating in supplemental educational services under Title I (No Child Left Behind Act of 2001).
- 226003 - Title I School Choice: Request for Public School Choice Not Fulfilled - No eligible schools in district and no agreement with another district.
- 226004 - Title I School Choice: Request for Public School Choice Not Fulfilled - Insufficient capacity in available schools.
- 226005 - Title I School Choice: Request for Public School Choice Not Fulfilled - Eligible schools are too far away.
- 226006 - Title I School Choice: Request for Public School Choice Not Fulfilled - Insufficient Title I funds to support request.
- 226007 - Title I School Choice: Request for Public School Choice Not Fulfilled - Parent Refusal
- 226008 - Title I School Choice: Request for Public School Choice Not Fulfilled - Other
- 226009 - Title I School Choice: Request for Supplemental Educational Services Not Fulfilled - Insufficient Capacity
- 226010 - Title I School Choice: Request for Supplemental Educational Services Not Fulfilled - Insufficient Title I funds
- 226011 - Title I School Choice: Request for Supplemental Educational Services Not Fulfilled - Parent Refusal
- 226012 - Title I School Choice: Request for Supplemental Educational Services Not Fulfilled - Other
- 231001 - Title I Reading: A course in which Title I funded supplemental instruction in reading was provided for Title I served children.
- 231002 - Title I Writing: A course in which Title I funded supplemental instruction in writing was provided for Title I

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served children.

- 231003 - Title I Language Arts: A course in which Title I funded supplemental instruction in language arts was provided for Title I served children.
- 231004 - Title I English: A course in which Title I funded supplemental instruction in English was provided for Title I served children.
- 231005 - Title I Mathematics: A course in which Title I funded supplemental instruction in mathematics was provided for Title I served children.

T I T L E 1 L E G E N D (continued)

- 231006 - Title I Science: A course in which Title I funded supplemental instruction in science was provided for Title I served children.
- 231007 - Title I Civics/Government: A course in which Title I funded supplemental instruction in civics/government was provided for Title I served children.
- 231008 - Title I History: A course in which Title I funded supplemental instruction in history was provided for Title I served children.
- 231009 - Title I Geography: A course in which Title I funded supplemental instruction in geography was provided for Title I served children.
- 231010 - Title I Other: A course(s) not in the sequence of 231001 through 231009 in which Title I funded supplemental instruction was provided for Title I served children.
- 232001 - Guidance/Counseling/Social Work: Title I funded supplemental guidance/counseling/social work service provided for Title I served children and/or guidance/counseling/social work service provided by Title I funded personnel for Title I served children.
- 232002 - Health/Dental: Title I funded health/dental service provided for Title I served children and/or health/dental service provided by Title I funded personnel for Title I served children.
- 232003 - Nutrition: Title I funded nutrition service provided for Title I served children and/or nutrition service provided by Title I funded personnel for Title I served children.
- 232004 - Transportation: Title I funded transportation service provided for Title I served children and/or transportation service provided by Title I funded personnel for Title I served children.
- 232005 - Preparation for Jobs: Title I funded Preparation for Jobs service provided for Title I served children and/or preparation for jobs service provided by Title I funded personnel for Title I served children.
- 232006 - Earned GED: Title I funded high school equivalency/GED service provided for Title I served children and/or high school equivalency/GED service provided by Title I funded personnel for Title I served children.

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- 232007 - Other: Title I service(s) not in the sequence of 232001 through 232006 which was (were) provided for Title I served children and/or Title I service(s) not in the sequence of 232001 through 232006 provided by Title I funded personnel for Title I served children.
- 23100A - Unduplicated count of students which were reported with program codes 231001 through 231010 and attended public schools.
- 23200A - Unduplicated count of students which were reported with program codes 232001 through 232007 and attended public schools.
- 233200 - Title I Supplemental Kindergarten Program - refers to kindergarten instruction funded by Title I funds that is provided to supplement the regular kindergarten program offered by the district.
- 233210 - Title I Preschool Program - refers to preschool programs funded with Title I funds.

T I T L E 1 L E G E N D (continued)

- 234001 - Court placement in a local/county-operated Institution for neglected youth.
- 234002 - Court placement in a local/county-operated Institution for delinquent youth.

GRADE LEVELS:

- PS - This count contains grade levels PH, PK and PS.
- 12 - This count contains grade levels 12, 13 and 23.

TERMS:

- NCLB-DIST - Count of students with attending home status = 2W. (Student has transferred to another district as a result of Title I Public School Choice).
- 504-PLAN - Count of students being served by 504 Plan. Note: This is not the same as an IEP.
- Duplicated Count - counts each student once for each program area.
- Unduplicated Count - counts each student one time, regardless of the number of program areas in which that single student may have.

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## Error Detection and Correction

If there are any discrepancies between the report data and the numbers that the district believes it submitted to ODE, district personnel should check their aggregation error messages, their data submission reports, and other student reports. These might include the SSID CSV file, the enrollment report, or the SF3 reports.

If there are questions about the numbers, districts should look particularly at any of the elements that are used as report criteria. Student records should be checked for the validity of the values in:

- GRADE LEVEL
- RACE
- GENDER
- DISABILITY CONDITION
- DISADVANTAGEMENT
- LEP
- HOMELESS
- MIGRANT
- 504 PLAN
- BUILDING IRN
- STATE EQUIVALENT GRADE LEVEL
- PROGRAM CODE

If there are any questions about the provider services offered by a specific building, this information comes to the EMIS system from the CCIP file. This file is neither created nor maintained by EMIS and the appropriate Title I people should be contacted to clarify the provider service that is listed on the report.

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