

**STUDENT GRADUATE ISSUES – TESTING REQUIREMENTS
REPORT EXPLANATION
(.CSV_2007N_STU_GRAD_TEST_REQ)**

Education Management Information System (EMIS)



**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 |
|---------------|--------------|-----------------------|
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Report Overview

General Description and Significance

The .CSV_2007N_STU_GRAD_TEST_REQ report shows students that the district has reported as graduating for Yearend (N) reporting and that based upon the information that ODE has the graduate has not met testing requirements for all 5 subject tests.

This program/process generates a data verification CSV file for all Public School Districts and Community Schools.

The purpose of this CSV file is to inform districts and community schools of reporting issues around students that they have reported as graduates.

Report Distribution

The CSV file is generated only for the public school districts and community schools that have at least one student that will be on the report as defined by the logic in this spec. This process is run and the CSV files will be generated during the Yearend (N) and October (K) reporting periods. [NOTE: A file will not be generated for ESC's, or JVSD's.]

This file is copied to School Districts/ITC's after each EMIS Processing (with other weekly reports & files that are copied to school districts).

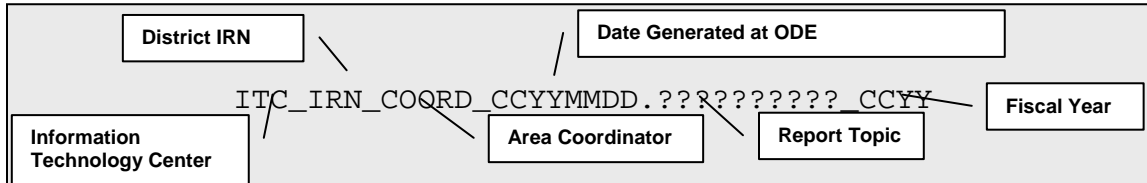
Tips for Reading This Document

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

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Report Name and Timing

The file name for the report is: **DAS_IRN_COORD_CCYYMMDD.STU_GRAD_TEST_REQ_CCYY**; its components are described below. This report is produced during the Yearend (N) and October (K) reporting periods.



Constraints

Data Source

The data found on this file is taken directly from what was reported on the **STUDENT ATTENDANCE**, **STUDENT DEMOGRAPHIC**, and the **OGT TEST** Record.

Submitted Data Used in Report

| Element Name | Record Field # | File Name | Special Notes |
|-------------------------------|---------------------|----------------------------|---------------|
| District IRN | | | |
| Building IRN | GK040 | <i>STUDENT ATTENDANCE</i> | |
| SSID | GI310 | <i>STUDENT DEMOGRAPHIC</i> | |
| State Equivalent Grade Level | GI370 | <i>STUDENT DEMOGRAPHIC</i> | |
| Racial/Ethnic Group | GI090 | <i>STUDENT DEMOGRAPHIC</i> | |
| Gender | GI080 | <i>STUDENT DEMOGRAPHIC</i> | |
| Reason Test Not Taken | GX235 | <i>OGT TEST RECORD</i> | |
| Required Test Type | GX215 | <i>OGT TEST RECORD</i> | |
| Scaled Score | GX230 | <i>OGT TEST RECORD</i> | |
| Subject | GX205 | <i>OGT TEST RECORD</i> | |
| Test Required for Graduation | GX250 | <i>OGT TEST RECORD</i> | |
| OGT Graduation Alternative | GK420 | <i>STUDENT ATTENDANCE</i> | |
| Student Data Submitted to ODE | From ODE Audit file | <i>AUDIT</i> | |

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Derived Data Used in Report

| Element Name | Record Field # | File Name | Field Value | Comments |
|-------------------------------|----------------|-----------|-------------|---|
| Read-status | | | | These derived “subject” elements are populated through the logic below. |
| Math-status | | | | |
| Write-status | | | | |
| Soc-status | | | | |
| Sci-status | | | | |
| Regular_diploma_count | | | | Derived from the Diploma Type field |
| Honors_diploma_count | | | | Derived from the Diploma Type field |
| Stdnt_Atndng_Home_Status_Code | | | | Derived from the Student Status field |
| | | | | |

Report Selection Criteria

All students are selected that have a Completer record for the current reporting period

JVSD’s and ESC’s are excluded from these checks

Students are selected based upon the following criteria:

State Equivalent Grade Level (GI370) = 10, 11, 12, 13, or 23.

AND

Student Status between '10' and '1Z' or between '22' and '26') and not ('12', '16', '1F', '1I')

AND

Diploma Type count > 0 or Diploma Type count > 0

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Logic

The processes that are used to make sure a graduate has met testing requirements for all 5-subject tests and create this report are broken up into two parts; and are as follows:

Process part 1.

The number of subjects meeting the testing criteria is counted, if the count does not equal 5 then the derived elements are filled in and output a csv row for the student is listed.

A. All OGT records (across districts) and SSID's per subject are reviewed using the following program language:

1. If Req_Test_Type_code equal 'STR' and the Scaled_Score is greater than or equal to 400 (or Performance level is Proficient or higher)
 - Then 1 is added to met_count
 - move Pass to the derived "subject" data element
 - the next subject is process

B. The most current record with a Req_Test_Type_code of 'STR' or 'ALT' is checked.

1. If Required Test Type equal 'STR' and Test Required for Graduation equal 'N'
 - Then 1 is added to met_count
 - move 'Exempt' to the subject derived data element
 - the next subject is process
2. If Required Test Type equal 'ALT' and Reason Test Not Taken is not equal to '*'
 - Then 1 is added to met_count
 - move 'Exempt' to the subject derived data element
 - the next subject is process
3. (Reading & Writing only) If Required Test Type equal 'NLP' and Scaled Score is greater than or equal to 400
 - Then 1 is added to met_count
 - move 'Pass' to the derived "subject" data element
 - the next subject is process
4. (Social Studies Only) – If Required Test Type equal 'NRL'
 - Then 1 is added to met_count
 - move 'Exempt' to the subject derived data element
 - the next subject is process
5. End of checks

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Note: If the OGT Graduation Alternative element (GK420) = '1' then 1 is added to met_count

Process part 2:

After all subjects are processed from step 1:

A. If met_count is less than 5

Then the following process is used to populate the derived "subject" data elements, populate the remaining data elements in the csv row and write the row to the csv file. for each subject.

B. If derived "subject" element is blank move 'No Pass' to the derived 'Subject' data element.

Report Sample

Header Information

The following is the header as it should appear in the CSV file. Note: the comma between each element name allows the data to be opened in Excel as a comma-delimited file without any additional formatting on the user's part

| Header Row Field Titles |
|-------------------------|
| dist-irn |
| bldg-irn |
| ssid |
| equiv-grade |
| Race |
| Gender |
| Read-Status |
| Write-Status |
| Math-Status |
| Soc-Status |
| Sci-Status |
| stdnt-submit-date |

Report Grouping/Ordering/Control Breaks

There data are ordered in the file by building IRN and Student ID. Each district has its own report.

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Report Detail

Fields to Display

1. Dist_IRN
2. Bldg-IRN
3. SSID
4. State Equivalent Grad Level
5. Racial/Ethnic Group
6. Gender
7. Read-Status
8. Write-Status
9. Math-Status
10. Soc-Status
11. Sci-Status
12. Stdnt-submit-date

Grad_Issues – Testing Requirements CSV Yearend (N) File HEADER Row's Field Descriptions:

| Header Row Field Titles |
|-------------------------|
| Dist-IRN |
| Bldg-IRN |
| SSID |
| Equiv-Grade |
| Race |
| Gender |
| Read-Status |
| Write-Status |
| Math-Status |
| Soc-Status |
| Sci-Status |
| Student-submit-date |

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Grad_Issues – Testing Requirements CSV Yearend (N) File Data Row's Field Descriptions:

| Data Element Name |
|--------------------------------------|
| DIST-IRN |
| BUILDING IRN (GK040) |
| SSID (GI310) |
| STATE EQUIVALENT GRADE LEVEL (GI370) |
| RACIAL/ETHNIC GROUP (GI090) |
| GENDER (GI080) |
| Read-Status |
| Write-Status |
| Math-Status |
| Soc-Status |
| Sci-Status |
| STUDENT SUBMIT DATE |

Sample

dist_irn, bldg_irn, ssid, equiv_grade, race, gender, read, write, math, soc, sci, stdnt-submit -date

“055117”, “133959”, “BG1622781”, “12”, “B”, “M”, “410”, “”, “412”, “425”, “375”, “20070315”
 “055117”, “133959”, “BG1459744”, “23”, “w”, “F”, “N”, “N”, “N”, “”, “”, “20070315”
 “055117”, “133959”, “BG1622781”, “12”, “B”, “M”, “340”, “295”, “N”, “N”, “”, “”, “20070315”

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Error Detection and Correction

For those students that are listed on this report the district should carefully review all of the elements listed under **Submitted Data Used in Report** to verify that the information on the records are accurate.

If the district determines that the information on the *STUDENT ATTENDANCE* and the *STUDENT DEMOGRAPHIC* record are accurate and the student is still on the report the district should report the appropriate results for the student for the subject in question.

If a test from a prior school year needs to be reported, the district should report the information using the actual date of administration of the test.

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