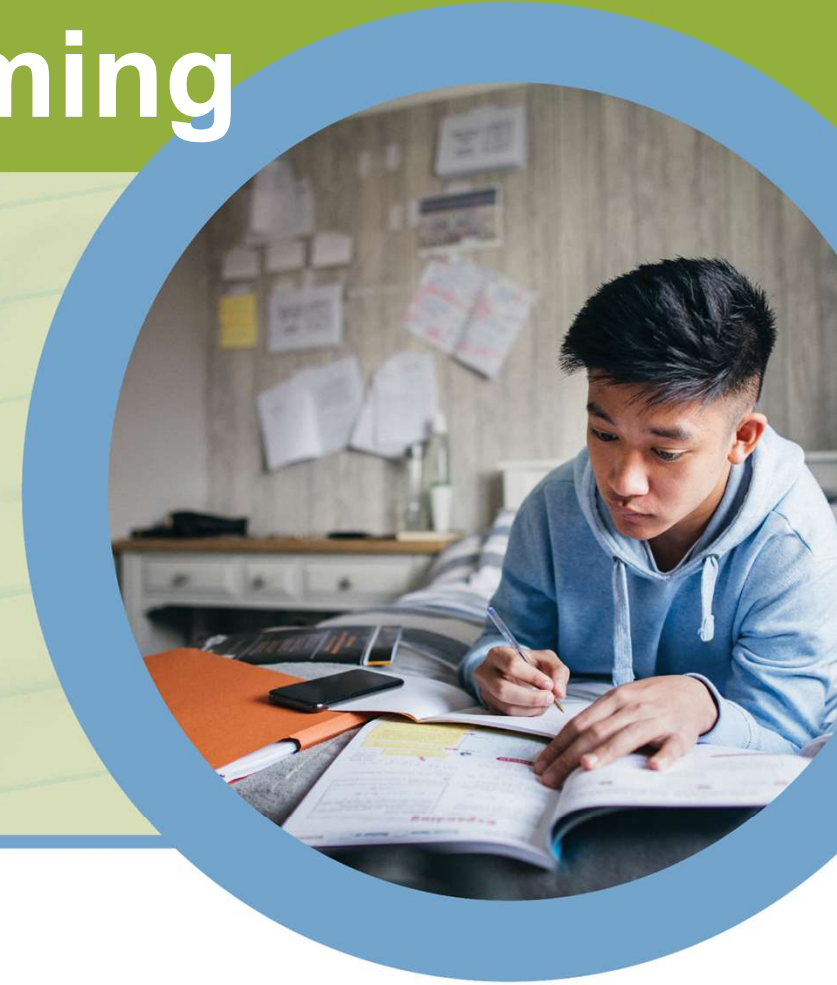


ODDEX Student Claiming



David Ehle, September 2021

Today's Agenda

- Brief Statewide Longitudinal Data Systems project 3 overview
- Review of Student Claiming Module
- Access to the Student Claiming Module (SCM) in the Ohio District Data Exchange (ODDEX)
- The claiming process
- Reviewing claimed students
- Canceling a claim
- Help and feedback

Three Major Modules

SCM: Student Claiming Module

PTG: Progress Towards Graduation Reports

EWS: Early Warning System

Why student claiming?

- Earlier access to student records
- Earlier notification to the district a student is leaving
- Fewer incorrect SSIDs
- Improved grade placement of new students
- Better high school graduation planning
- More to come!

How is a student claimed?

- For vast majority of students, can identify using
 - First and last name
 - Date of Birth
 - Gender
 - Prior school district
- Even higher percentage when add in
 - Similar names/nicknames
 - Prior teachers

Who is in the SCM system?

- Based on data submitted for Student Cross Reference
- A student who attended any public school since FY15
 - Traditional, JVSD, ESC, Community School, STEM
 - This was the first year names were submitted to SCR
 - Enrollments for several years prior also added
- EMIS data on math and English teachers also used

Tight integration between SCR and SCM

- A claimed student is included immediately in all enrollment history pages
- A claimed student is included in the next nightly refresh of SCR conflicts related to overlapping enrollment
- Tentative enrollment dates and types are entered during claiming, but are replaced with SCR data as soon as the student is included in an SCR submission
- A claim never submitted in SCR does not require an 81 w/d

Who has access to the SCM in ODDEX?

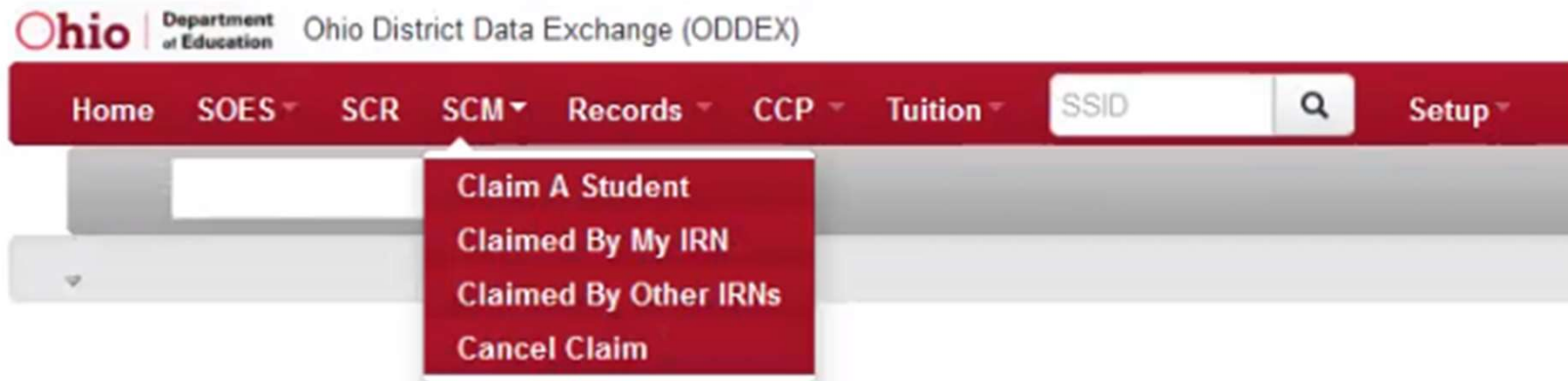
- Several existing roles have immediate access
 - Superintendent can view and claim students and cancel other's claims
 - EMIS Coordinator can view and cancel other's claims
 - ITC staff with SDC-Student Level Access can view
- Two new roles can be assigned
 - Enrollment Staff-SCM can view and claim students and cancel other's claims
 - Data View-SCM can only view claims

What should SCM not be used to do?

- SCM is not for checking data on *potential* students- only claim students who are enrolling
- SCM is not for finding a name to go with an SSID
- Additional ODDEX data for a claimed student not visible until student claimed and added to SCR checks
- To help ensure that the system is not abused, a staff member who claims a student will not be able to cancel their own claim

Options in the Student Claiming Module

- New menu bar option in ODDEX
- Can claim a new student, review prior claims related to your district, and cancel claims of students not yet reported as enrolled in SCR



The Claiming Process

Initial entry >> Finding match >> Confirming >> Enrolling >> Completed

- Five basic steps to claiming a student
- Each page has a bar across the top
 - Bar will grow as you complete each step for a student
 - May have multiple screens for the same step
 - Only way to return to an earlier step is to cancel or exit the current claim and start again

Initial Data Entry

Student Claiming Initial Data Entry

You (SSDT UPDATE) are entering data to claim a student for enrollment in Albany Commerce Academy (991761)

Initial entry

[Help](#)

First Name*	Middle Name/Initial	* = Required
<input type="text"/>	<input type="text"/>	
Last Name*	Prior District Enrollment	
<input type="text"/>	<input type="text"/>	
Date of Birth*	School Year	
<input type="text"/>	<input type="text"/>	
Gender*	SSID	
<input type="text"/>	<input type="text"/>	
Claiming for School Year*		
<input type="text"/>		
<input type="button" value="Search"/>	<input type="button" value="Clear"/>	

The Student Claiming Module (SCM) is only to be used for accessing current enrollment and other information on a student at the time your district is enrolling the student. By claiming a student and accessing their data, you are telling other Ohio public districts and the Ohio Department of Education that the student's parent or guardian has initiated the process to enroll in your district. Use of the SCM is monitored and misuse may result in revoking access to the SCM and/or to ODDEX in general.

Initial Data Entry

Expand Search to Similar Names

Previous districts may not have submitted the student's legal name to ODDEX. Searching for similar and nicknames (a "Sounds Like" search) with the same date of birth and gender may return a match for the student you are attempting to claim.

Initial entry

[Help](#)

No matches were found using the information provided.

First Name Becky

Last Name Manning

Date of Birth 10/19/2016

Gender Female

Prior District Enrollment Nelson Carnesville Ex Village (168274)

Year at Prior District 2022

Would you like to try finding the student using a Sounds Like search or cancel?

Proceed with Similar Name Search

Exit Claim

Finding a Match

Additional Information Required

Unable to complete the claiming process with the data entered up to this point. Please provide any of the additional information that is known. If no additional information is known, you will not be able to claim the student at this time.

Initial entry

>>

Finding match

[Help](#)

Middle Name/Initial

Prior District Enrollment

School Year

SSID

[Continue Search](#)

[Exit Claim](#)

Information entered up to this point

First Name Tashia
Last Name Rodgers
Date of Birth 04/05/2016
Gender Male

Finding a Match

Additional Information Required for Matching - Math Teacher

Multiple students match the data entered up to this point. For the student you are claiming, please select the name of a math teacher from a previous district to find a single match.

Initial entry

>>

Finding match

[Help](#)

Select the Student's Previous Math Teacher

- COOKE, SUE V.
- EASTWOOD, KYLE
- HARRIS, JODI E.
- BANKS, JOANNE T.
- HANKS, TOM

Continue Search

Exit Claim

Information entered up to this point

First Name Paul
Last Name Bunyan
Date of Birth 08/15/2013
Gender Male
Prior District Enrollment Lake City Rutledge Local (825954)
Year at Prior District 2021 - 2022

Finding a Match- or not!

- Won't always be a match
- Bad information, not a public student since 2015

Ohio Department of Education Ohio District Data Exchange (ODDEX) Student Claiming/Claim

Home SOES SCR SCM Records CCP Tuition SSID Admin Setup System ODDEx Help Log Out

Albany Commerce Academy (99)

Claiming Process Unable to Find Match

Unable to claim student based on the data that has been provided.
Would you like to start a new search using updated search information or quit?

Start New Search Quit

Confirming a Match

Additional Information Required to Confirm Match - ELA Teacher

The system has a potential match for the student you are claiming. Please select the name of an English or language arts teacher from a previous district to confirm the match is the student you are claiming.

Initial entry >> Finding match >> **Confirming**

[Help](#)

Select the Student's Previous ELA Teacher

- ROBERTS, JULIA
- PAUL, NICOLE O.
- STRONG, SETH R.
- MCGOWAN, SYDNEY G.
- HANKS, COLIN

[Continue Search](#)

[Exit Claim](#)

Information entered up to this point

First Name Paul
Last Name Bunyan
Date of Birth 08/15/2013
Gender Male
Prior District Enrollment Lake City Rutledge Local (825954)
Year at Prior District 2021 - 2022
Math Teacher EASTWOOD, KYLE

Confirming a Match

Ready to Claim for Enrollment

A single match has been found and confirmed for the student you are claiming.

Initial entry >> Finding match >> **Confirming**

WARNING

You are about to enroll Clarke, Hannah with Date of Birth 03/26/2007 and Gender Female

Do you wish to continue with the Enrollment?

[Continue with Enrollment](#) [Exit Claim](#)

Information entered up to this point

First Name	Hannah
Last Name	Clarke
Date of Birth	03/26/2007
Gender	Female
Prior District Enrollment	Cartoonville Public (625122)
Year at Prior District	2022

Projected Enrollment Information

Enrolling Hannah Clarke for School Year 2021 - 2022

Please enter the best information you have at this time for the items below. The information entered on this screen is used until the student is submitted in the Student Cross Reference/EMIS Submission.

Initial entry >> Finding match >> Confirming >> Enrolling

Enrollment Date* * = Required
8/23/2021

Enrollment Type*
Full time student, enrollment in prior entities expected to end

Will this student be a resident of your district? Yes No

Enroll Student **Exit Claim**

Expected Percent of Time*
Full time student, enrollment in prior entities expected to end

- Not being educated by claiming district - only claiming for required reporting as the resident district
- Part time student, still concurrently enrolled in another public entity
- Part time student, but only to be enrolled in claiming entity
- Full time student, enrollment in prior entities expected to end**

Confirmation [X]

You are about to enroll this student. A cancellation of the claim may only be completed by authorized personnel that did not complete the claim. Do you wish to continue with the enrollment?

OK Cancel

Completed Claiming

Hannah Clarke Successfully Enrolled for School Year 2021 - 2022

Up to 3 prior enrollments for this student are listed on this page. With this additional information, please confirm that you have claimed the correct student.

Initial entry >> Finding match >> Confirming >> Enrolling >> Completed

Student Claimed and Enrolled

First Name Hannah
Last Name Clarke
Date of Birth 03/26/2007
Gender Female

Prior District Enrollments

Educating Entity	School Year	Derived Enrollment Dates	Building Attended	Grade
Cartoonville Public (625122)	2021 - 2022	07/01/2021 - 06/30/2022		

Please confirm you have claimed the correct student for your district.

Correct Student Incorrect Student

Completed Claiming- Oops!

Incorrect Student Claimed - Tashia Rodgers FB6557537

Since you claimed and enrolled this student, you do not have the ability to cancel this claim. Please contact one of the staff listed below for assistance with canceling this enrollment and claim.

Initial entry >> Finding match >> Confirming >> Enrolling >> Completed

The following users have access to cancel a student claim for Dahlonga Whitmarsh Island City (193166).

Employee Name	Email	Phone
RDUSER UPDATE	RDUpdate@Test.com	
ODE UPDATE	ODEUpdate@Test.com	

Start New Claim Exit SCM

Completed Claiming

Claiming and Enrollment Complete

Initial entry >> Finding match >> Confirming >> Enrolling >> Completed

You have claimed the following student for enrollment:

SSID	Student Name	Date of Birth	Claimed From	Projected Enrollment
EG1044966	Clarke, Hannah	03/26/2007	Cartoonville Public (625122)	08/23/2021

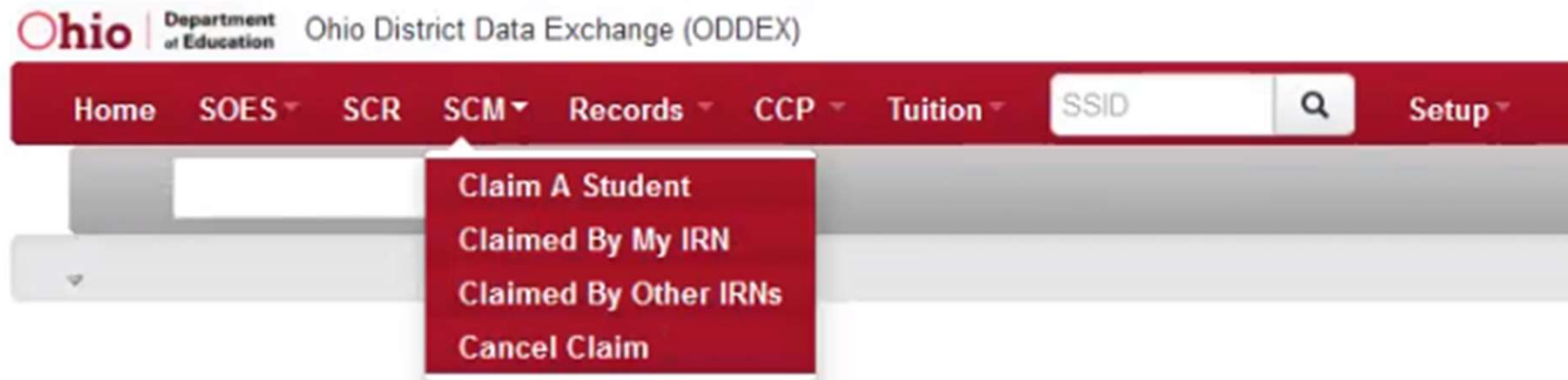
[Click here to view the historical data on this student.](#) Depending on your access level, you may see prior enrollment details, assessments reported to the Ohio Department of Education, special education information and/or graduation cohort information.

Start New Claim

Exit SCM

Options in the Student Claiming Module

- New menu bar option in ODDEX
- Can claim a new student, review prior claims related to your district, and cancel claims of students not yet reported as enrolled in SCR



Lists of Claimed Students

Ohio Department of Education Ohio District Data Exchange (ODDEX) SCM Claimed By My IRN

Home SOES SCR SCM Records CCP Tuition SSID Setup ODDEX Help Log Out

Augusta-Richmond County Webside 2021

Last Name Claim Date Between From: To: Actual Enroll Rptd

First Name Projected Enrollment Date Between From: To: Claim Canceled File Output Format

SSID

[Help](#)

Last Name	First Name	SSID	Projected Enrollment Date	Actual Enrollment	Claim Date	Claimed From	
Lawrence	Vicki	SCM000700	06/01/2021		06/08/2021	Dahlonega Whitmarsh Island City (193166)	Records
Morton	Andrew	WQ2144314	05/18/2021	05/17/2021	05/31/2021	Cartoonville Public (625122)	Records
Myers	Christina	EC2280239	05/28/2021		05/19/2021	Hepzibah Meldrim Ex Village (392896)	Records
Colon	Cassandra	ZJ0791380	06/05/2021		05/17/2021	Jesup Osterfield City (813059)	Records
Mathews	Deborah	IC9926802	05/24/2021		05/15/2021	Jesup Osterfield City (813059)	Records

Cancel a Claim

Last Name Actual Enroll Rptd

First Name Who Claimed Student

SSID

A user does not have the option to cancel a claim on a student they claimed. A user can only cancel a claim on a student another district staff member has claimed. A user does not have the ability to cancel a claim on a student that has been reported to SCR. These students should be withdrawn, likely using an '81' withdrawn code in an SCR submission.

[Help](#)

	Last Name ↕	First Name ↕	SSID ↕	Projected Enrollment Date ↕	Actual Enrollment ↕	Claim Date ↕	Claim User ↕	Claimed From ↕
<input type="button" value="Cancel Claim"/>	Bolton	Christian	AS8981429	01/29/2022		01/29/2022	Enrollment Staff SCM	Barnesville Mayday Local (384067)
<input type="button" value="Cancel Claim"/>	Boyd	Bryan	FP7384173	08/20/2021		08/20/2021	Enrollment Staff SCM	Doraville Wilmington Island Academy (976548)
	Deleon	Isaac	CA9430155	04/09/2022	08/15/2021	04/09/2022	RDUSER ADMIN	Albany Commerce Academy (991761)

Cancel a Claim

Ohio Department of Education Ohio District Data Exchange (ODDEX)

Home SOES SCR SCM Records CCP Tuition SSID Setup ODDEX Help Log Out

SSID	Last Name	First Name	Claim Date	Projected Enrollment Date	Claim User	Claimed From
JG3980305	Franklin	Andrea	05/13/2021	05/19/2021	RD.Admin	Nelson Camesville Ex Village (168274)

Cancel Reason*

Incorrect Match
Never Attended
Claimed In Error

Cancel Claim Exit Cancel

Help

How to get Help

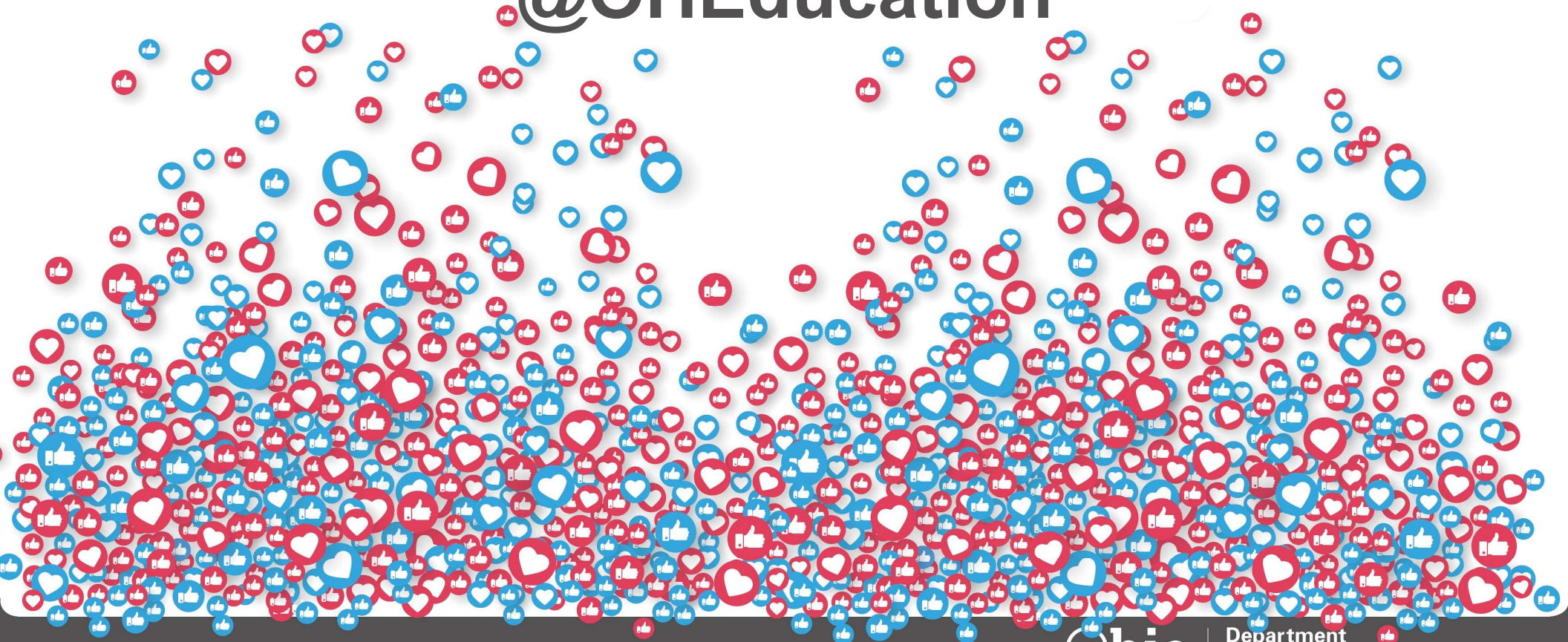
- ODDEX Help pages
- Training will be posted as a stand-alone recording
 - Version for EMIS coordinators very similar to today
 - Version for non-EMIS staff that includes more ODDEX background
- SSDT Help Desk
- EMIS Help Desk
- We want your feedback! Make it better!



YouTube



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