



**Product Description
Document
For
SRM Release 1.1
Wyoming Edition**



ESP Solutions Group

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Preface

The State Report Manager (SRM), from ESP Solutions Group, is designed to enable K-12 school districts to load and validate their student data before submitting to test publishers or the state. Designed by experts in K-12 education, data quality, and data management, SRM provides a streamlined method for managing this process and a contemporary and easy-to-use user interface that can run in your web browser.

Content

This document describes data and functionality change requirements for the State Report Manager 1.1, Wyoming Edition.

Additional Documents

For details on the PAWS Pre-code and WDE-671 data elements, please see:

- *WISE_Elements_v1p0_111405.pdf*

New Functionality

State Report Manager (SRM) 1.1 introduces some key new functionality. This includes:

- Receiving data and events from SIF sources.
- Supplementing data with CSV input files.
- Support for Wyoming data elements.
- Additional reports.

Data Sources

SRM 1.1 must support both SIF and CSV data sources. This is because not all districts will have all data elements supported by SIF sources. In addition, which SIF objects are available will vary from district to district. This means that each district may have a different configuration for what objects are furnished via SIF and therefore which other data elements must be provided through CSV files.

In ALL cases, the SIF data sources are considered authoritative. Any data fields provided in CSV files that already have a SIF source will be ignored.

Certification

Certification is the capacity for data accountability holders in the district to “certify” that the data being sent to the state represents their district accurately.

Certification will not be enabled for the daily updates of teacher, student, course information, but will be enabled for the WDE-671 Student Roster report and any other formal reports designed into the system.

Error Correction

There will be three different error correction mechanisms:

1. When a WDE-671 or PAWS Pre-code trial is run and data is invalid it will generate an error report to the user submitting the trial to the WISE so that the WISE coordinator can correct the error at the source. This allows for complete ownership of the data by the district and no chance of “drift” between the source data and the WDE data.
2. On the teacher, student, course data the error correction occurs at the TRIAND end of the data movement. When the teacher or administrator logs into their site and discover that there is an error or they cannot find a student, they would then report that to the data manager of their district who, again would correct it at the source (i.e. in the SIS) and it would then be corrected when the data change caused a event to notify SRM.
3. When the WDE-671 Student Roster report, or any other formal report, is ready the data accountability holder can log into the site and see the aggregated or disaggregated data and be able to judge if it is correct or not. This is certifying the data. If the data is correct they will press the “Submit” button, otherwise they will select “Cancel” and go correct the data at the source and start the process again. This process will be repeated until the report is accurate and submitted.

SIF Objects /Agent Configuration

The biggest functional change with SRM 1.1 is support for SIF data sources and SIF events.

The Student Roster Report (a.k.a., the WDE-671 Student Roster report) requires only student information. The PAWS Pre-code report requires student, course and teacher information.

The Wyoming data elements to support the WDE-671 Student Roster report and the PAWS Pre-code report comes from the following SIF objects:

Student Objects:

- StudentPersonal
- StudentSnapshot
- LEAInfo
- SchoolInfo
- StudentSchoolEnrollment
- StudentSectionEnrollment

Course Objects:

- TermInfo
- SchoolCourseInfo
- SectionInfo

Teacher/District Objects:

- LEAInfo
- SchoolInfo
- StaffPersonal

The canonical list of data elements can be found in the document *WISE_Elements_v1p0 111405.pdf*.

The Agent for the District Student Information System (SIS) will need to be able to publish events for all these objects except for StudentSnapshot. StudentSnapshot will be requested by the SRM agent, or collected via CSV if SIF is not enabled. This collection will be done on a regular basis, possibly weekly depending on the district requirements.

Supplementary Input Via CSV Files

Besides SIF data and events, SRM 1.1 must also accept CSV files covering the information needed for the WDE-671 Student Roster and PAWS Pre-code reports.

This means separate CSV file formats for each of:

- Student data
- Course data
- Teacher data

The data fields in these files must overlap in a way that allows the records to be correlated with each other for data consistency. For example, course data includes a *Teacher ID* field that must also be present in the teacher file so that teachers and courses can be correlated.

It is possible that some districts will have no SIF data sources or their SIF infrastructure may not be enabled at the time that SRM 1.1 goes into operation. This means that the CSV file formats must cover all required data elements. Supporting the full data set with CSV files will also provide an alternate way in which data can be loaded into SRM from districts (and other state customers) that do not have a SIF infrastructure.

One very important point is that input from the CSV files can only furnish data NOT provided by a SIF source in a particular district. Since each district may have a different configuration of supported SIF objects, the rules for which fields must be furnished by CSV will vary from district to district. For any fields provided in a CSV file that already have a SIF source in the district, SIF will be the authoritative source.

Download Files

Since districts will be furnishing some or all of their data via CSV files, SRM must support downloading this data in CSV format. The data downloaded should include all data elements regardless of whether they came from a SIF source or a CSV input file.

The downloaded file should be a *.zip* archive that contains each of the CSV file formats supported by SRM. These files should be completely compatible with CSV upload. Note that if a user uploads a set of CSV files that were created by SRM's download or any other means, only the data elements NOT provided by a SIF source will be modified in the trial data.

SIF Events

In addition to retrieving information from SIF sources, SRM 1.1 must also support SIF change events. These events are periodically published by the object owners and represent updates to the data. For instance, if a student changes districts that will generate a StudentSchoolEnrollment event when the change is made in the SIS. The SRM Agent will be listening for these events and will then pull the data into its database and store it for pick up by WDE.

All SIF objects required for the Wyoming data elements support events except for the StudentSnapshot object.

SRM 1.1 may process SIF events once per day. This would typically be at the end of the day or during the night. This would mean that all inbound events are queued up through the day and processed in one batch. Updated data and reports would be available the following morning.

Note that since the StudentSnapshot object does NOT support events but is needed for several data elements, it will have to be explicitly queried to obtain (all of) its values. Again, for scalability and performance reasons this should not be done on a daily or more frequent basis. This querying of the StudentSnapshot data should happen no more often than weekly. The exact polling interval should be a configurable setting per SRM instance.

SRM Configurations

SRM 1.1 will support SIF data sources via its SIF agent. It will also support loading data via CSV files. Since each district may have a different levels of SIF support, SRM will have to support a district-specific configuration for which objects are obtained through SIF and which are received from CSV files.

This support can be provided by a configuration file, a web page or a database setting to indicate the SIF configuration.

Wyoming Data Elements

The Wyoming data elements are listed in the document *WISE_Elements_v1p0 111404.pdf*

For the PAWS Pre-code report, rows listed under the heading *PAWS Ordinality* with a value of 'M' indicate the mandatory fields.

There are approximately 22 fields for the WDE-671 Student Roster report and 43 for the PAWS Pre-code report. Of these fields, 17 are common to both reports.

Wyoming Business Rules

At this time there are no business rules defined for the Wyoming data elements. However, SIF itself will impose a set of minimum rules to ensure that the data have some field-level consistency with their data types. Since the data elements could come in part or even entirely from a CSV file, SRM will need a complete set of business rules for all fields.

For SRM 1.1, the business rules should ensure:

- Data elements are consistent with data types (i.e., they are the correct data type and size and/or fall within the proper code sets)
- Inter-field dependencies for data consistency (e.g., IEP Status and Primary Disability are consistent)

No other rules are planned for this version of SRM 1.1. All cross-district and year to year comparisons will be done by WDE staff.

New Reports

New reports are added to the available reports with SRM 1.1. These reports are provided from within SRM for school district-level users to run on-demand. The report numbers for the Wyoming Department of Education are listed in parentheses if they apply. They are:

- The Student Roster report (WDE-671)
- PAWS Pre-code report

In addition, these additional reports are under review:

- Attendance and Membership (WDE-600)
- School Building Demographics (WDE-606)
- Dropout Statistics (WDE-607)
- School Information Update form (WDE-608)
- Free/Reduced Price Lunch Eligibility Count and Details (WDE-660)
- Graduate (Completer) Statistics (WDE-670)

Scope and customer requirements will determine whether these additional reports are included in this version of SRM 1.1.

Submission Types

SRM 1.1 will support three submission types:

- PAWS Pre-code
- Student Roster (WDE-671)
- Daily

The PAWS Pre-code submission type corresponds to the data elements required for pre-coding.

The WDE-671 Student Roster submission type corresponds to data elements required for the WDE-671 report.

The Daily submission type is for collecting the teacher, course, student enrollment data.

For details on the exact data elements, see the document *WISE_Elements_v1p0 101405*.

“Daily” Submission Type

The Daily submission type is a special submission type that has no defined period and does not require human involvement. This submission type provides a Current Trial that is updated each day according to the data that have changed through SIF events or by uploading new CSV files.

The Daily submission is also unique in that there are no business rules run against the data in it and no certification is done to the data. The removal of these two steps enables the data to be updated automatically and queried through the Vertical Reporting Framework for the latest possible data. There may be errors in the data queried, but it will be the timeliest data available.

Vertical Reporting

SRM will support vertical reporting via *eduStructure's* Vertical Reporting Framework. This will allow the WDE to define what state-level reports they want via SIF. SRM will furnish the SIF objects to feed into the report. In SRM 1.1, Wyoming Edition, objects will be furnished to support these reports:

- The Student Roster report (WDE-671)
- PAWS Pre-code report

Out Of Scope

The following items are out of the scope of this release:

- Any data certification on the daily event-driven reporting.
- Additional district-level reports.
- Additional state-level reports.