



Report Name: WDE-425 Special Education Data Collection - Fall Snapshot

Collection Dates: 11/1-11/14/2008

Based on 11/01/2008 snapshot.

This document contains all the information needed to manage the data elements for the November 2008 WDE-425 Special Education report

A summary of the information in this document is as follows:

Data Elements

Business Rules

CSV Format

SIF 1.5R1 VRF Format

Contact Info

Any updates to this document will be sent out to all districts as needed.

This page explains the code values or keys that are used on the tabs in this document.

CODE KEYS on the Business Rules Tab:

Violation Severity	Description
F	Fatal Error
W	Warning

Student Data Elements - WDE425				
Field #	Field Name	Length	Valid Values / Format Notes	Definitions
1	DistrictID	7	A valid 7-digit district ID.	The WDE 7-digit ID for the district submitting the student's data.
2	WISERID	8	Must conform to the rules for valid WISER IDs.	The WDE 8-digit state assigned student record identifier.
3	StudentLastName	1-25	Name characters	Student's last name
4	StudentFirstName	1-15	Name characters	Student's first name
5	StudentMiddleName	0-15	Name characters (Optional)	Student's middle name or initial
6	StudentNameSuffix	0-8	Alpha and periods (Optional)	Generation indicator i.e. Sr, Jr, III
7	StudentDateOfBirth	8	YYYYMMDD	Student's date of birth
8	StudentGender	1	M, F	Student's gender M - Male F - Female
9	StudentEthnicity	1	A, B, H, I, W	A - Asian or Pacific Islander B - Black H - Hispanic I - American Indian or Alaskan Native W - White
10	StudentELL	1	Y, N	Status of the student with respect to the district's English Language Learner (ELL) program. An ELL student is any student: (i.) Who is newly enrolled in the district, or who enrolled in the district after the State annual ELL assessment was given in the prior school year, and has been identified and evaluated by the district as being of limited English proficiency; OR (ii.) Who is returning to the district from the previous school year, and took the State's annual ELL assessment in the prior school year, and has not yet achieved the "proficiency" level (grades K-2) or the "transitional" level (grades 3-12). Y - Yes N - No
11	StudentGiftedTalented	1	Y, N	Is this student identified as "Gifted/Talented" according to your district's identification method? Y - Yes N - No
12	StudentGradeLevel	2	PK, HK, KG, 01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, 12	Report students based on the current grade level as determined within your district's Student Information System. PK - Pre Kindergarten HK - Half day Kindergarten KG - Full day Kindergarten
13	ResidentSchoolID	7	A valid 7-digit school ID.	The school responsible for the IEP of the student. For students placed in residential settings, this is the school where the parent/guardian resides or where the student would attend school if not placed in the residential setting.
14	ServiceSchoolID	7	A valid 7-digit school ID.	The school responsible for providing services listed on the IEP.
15	StudentPrimaryDisability	2	AT, BI, CD, DB, DD, ED, HI, HL, LD, MU, OI, SL, VI	AT - Autism BI - Traumatic Brain Injury CD - Cognitive Disability DB - Deaf-Blindness DD - Developmental Delay ED - Emotional Disability HI - Hearing Impairment (including Deafness) HL - Other Health Impairment LD - Specific Learning Disability MU - Multiple Disabilities OI - Orthopedic Impairment SL - Speech/Language Impairment VI - Visual Impairment (including Blindness)
16	StudentRelatedService1	0 or 2	AT, AU, CS, EI, LS, MS, OM, OT, OY, PS, PT, RC, RE, SH, SN, SW, TR (Optional)	AT - Assistive Technology
17	StudentRelatedService2	0 or 2		AU - Audiological Services
18	StudentRelatedService3	0 or 2		CS - Counseling (for students)
19	StudentRelatedService4	0 or 2		EI - Educational Interpreting
20	StudentRelatedService5	0 or 2		LS - Speech/Language Services MS - Medical Services (for diagnosis and evaluation) OM - Orientation and Mobility OT - Occupational Therapy OY - Other PS - Psychological Services PT - Physical Therapy RC - Rehabilitation Counseling RE - Recreation (including Therapeutic Recreation) SH - School Health Services SN - School Nurse SW - Social Work Services TR - Special Transportation
21	StudentSpecialEducation1	0 or 2	IN, PE, SS, TT, VE (Conditional)	Special Education is defined as specially designed instruction, at no cost to the parents, to meet the unique needs of a child with a disability. IN - Instruction PE - Physical Education SS - Speech TT - Travel Training VE - Vocational Education
22	StudentSpecialEducation2	0 or 2		
23	StudentSpecialEducation3	0 or 2		
24	StudentSpecialEducation4	0 or 2		
25	StudentESY	1	Y, N	Is this student eligible for Extended School Year (ESY) services? Y - Yes N - No
26	StudentEnvironment	2	CF, HH, PP, RE, RF, RR, SC, SS	CF - Correctional Facility HH - Homebound or Hospital Setting PP - Parentally placed in private school RE - Inside regular class 80% or more of the day RF - Residential Facility RR - Inside regular class 40% - 79% of the day SC - Inside regular class less than 40% of the day SS - Separate School
27	StudentAssessment	0 or 2	RO, RA, AA (Conditional)	RO - Regular Assessment without Accommodations RA - Regular Assessment with Accommodations AA - Alternate Assessment

Business Rules - WDE425

Data Element					
SRM Rule #	Field #	Severity	Business Rule Description	Detailed Description	Summary Description
R1003	1-2, 7-27	F	The field cannot exceed its maximum length.	The <i>StudentGradeLevel</i> field exceeds its maximum allowable length of 2 character(s).	Field exceeds its maximum length
R1004	3-6	W, T	The field cannot exceed its maximum length and will be truncated.	The <i>StudentFirstName</i> field exceeds its maximum allowable length of 15 character(s). This field will be truncated.	Field is too long and will be truncated
R1007	1-4, 7-15, 25, 26	F	Fields 1-4, 7-15, 25, and 26 are required.	The student record is missing the field <i>StudentDateOfBirth</i> .	Missing a required student field
R1011	12, 27	F	If StudentGradeLevel is 3-8 or 11, StudentAssessment is required	The student is eligible for services and is in grade 04, but the student record is missing the StudentAssessment field	Missing the StudentAssessment field
R1016	16, 17	F	A Related Service field must be blank if previous Related Service fields are blank	StudentRelatedService2 cannot contain a value unless StudentRelatedService1 contains a value. Enter up to five (5) Related Service Codes in order, without leaving blanks between fields.	StudentRelatedService2 should be blank
R1017	17, 18	F	A Related Service field must be blank if previous Related Service fields are blank	StudentRelatedService3 cannot contain a value unless StudentRelatedService2 contains a value. Enter up to five (5) Related Service Codes in order, without leaving blanks between fields.	StudentRelatedService3 should be blank
R1018	18, 19	F	A Related Service field must be blank if previous Related Service fields are blank	StudentRelatedService4 cannot contain a value unless StudentRelatedService3 contains a value. Enter up to five (5) Related Service Codes in order, without leaving blanks between fields.	StudentRelatedService4 should be blank
R1019	19, 20	F	A Related Service field must be blank if previous Related Service fields are blank	StudentRelatedService5 cannot contain a value unless StudentRelatedService4 contains a value. Enter up to five (5) Related Service Codes in order, without leaving blanks between fields.	StudentRelatedService5 should be blank
R1026	21, 22	F	A Special Education field must be blank if previous Special Education fields are blank.	StudentSpecialEducation2 cannot contain a value unless StudentSpecialEducation1 contains a value. Enter up to four (4) Special Education codes in order, without leaving blanks between fields.	StudentSpecialEducation2 should be blank
R1027	22, 23	F	A Special Education field must be blank if previous Special Education fields are blank.	StudentSpecialEducation3 cannot contain a value unless StudentSpecialEducation2 contains a value. Enter up to four (4) Special Education codes in order, without leaving blanks between fields.	StudentSpecialEducation3 should be blank
R1028	23, 24	F	A Special Education field must be blank if previous Special Education fields are blank.	StudentSpecialEducation4 cannot contain a value unless StudentSpecialEducation3 contains a value. Enter up to four (4) Special Education codes in order, without leaving blanks between fields.	StudentSpecialEducation4 should be blank
R1100	2	F	Verify the WISER ID against valid IDs maintained by WDE.	The WISER ID is not a valid WISER ID	WISERID is not valid
R1200	12	F	Code value must be PK, HK, KG, or 01 through 12	StudentGradeLevel must be one of PK, HK, KG, 01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, or 12	StudentGradeLevel is not valid
R1201	8	F	Code value must be either M or F	StudentGender must be one of M or F	StudentGender is not valid
R1203	27	F	Code value must be RO, RA, or AA	StudentAssessment must be one of RO, RA, or AA	StudentAssessment is not valid
R1206	10	F	Code value must be either Y or N	StudentELL must be one of Y or N	StudentELL is not valid
R1212	11	F	Code value must be either Y or N	StudentGiftedTalented must be one of Y or N	StudentGiftedTalented is not valid
R1214	9	F	Code value must be A, B, H, I, or W	StudentEthnicity must be one of A, B, H, I, or W	StudentEthnicity is not valid
R1215	26	F	Code value must be CF, HH, PP, RE, RF, RR, SC, or SS.	StudentEnvironment must be one of CF, HH, PP, RE, RF, RR, SC, or SS.	StudentEnvironment is not valid
R1217	15	F	Code value must be AT, BI, CD, DB, DD, ED, HI, HL, LD, MU, OI, SL, or VI.	StudentPrimaryDisability must be one of AT, BI, CD, DB, DD, ED, HI, HL, LD, MU, OI, SL, or VI.	StudentPrimaryDisability is not valid
R1218	16-20	F	Code value must be AT, AU, CS, EI, LS, MS, OM, OT, OY, PS, PT, RC, RE, SH, SN, SW, or TR.	<i>StudentRelatedService1</i> must be one of AT, AU, CS, EI, LS, MS, OM, OT, OY, PS, PT, RC, RE, SH, SN, SW, TR, or blank.	<i>StudentRelatedService1</i> is not valid
R1219	25	F	Code value must be either Y or N	StudentESY must be one of Y or N	StudentESY is not valid

Business Rules - WDE425

Data Element						
SRM Rule #	Field #	Severity	Business Rule Description	Detailed Description	Summary Description	
R1221	21-24	F	Code value must be IN, PE, SS, TT, or VE.	<i>StudentSpecialEducation1</i> must be one of IN, PE, SS, TT, or VE.	StudentSpecialEducation is not valid	
R1300	14	F	Verify ServiceSchoolID against WDE-specified list of valid service schools	1234567 is not a valid school	ServiceSchoolID is not valid	
R1308	13	F	Verify ResidentSchoolID against WDE-specified list of valid resident schools	3456789 is not a valid school	ResidentSchoolID is not valid	
R1309	13, 14	W	The school cannot be a district	<i>ServiceSchoolID 2106000</i> is a district	School is a district	
R1310	13, 14, 26	F	If StudentEnvironment is RE, RR, or SC, ResidentSchoolID and ServiceSchoolID cannot be districts.	StudentEnvironment is RR and <i>ServiceSchoolID 2106000</i> is a district	For the student's environment, the school cannot be a district	
R1400	3-5	F	Student names may contain only alpha, spaces, hyphens, periods, apostrophes and the number three. All other special characters are rejected.	There is an invalid character in the student's name. Valid values are alphabetic characters, spaces, hyphens, periods, the number three and apostrophes.	Invalid character in student's name	
R1401	6	F	Student's name suffix may be alpha and periods. All other special characters are rejected.	There is an invalid character in the student's name suffix. Valid values are alphabetic characters and periods.	Invalid character in student's name suffix	
R1402	7	F	The date must match the YYYYMMDD format and be a valid date. For example: 19990230 is not valid. There was no February 30, 1999.	The <i>StudentDateOfBirth</i> value of 19990230 is invalid. A date must be in YYYYMMDD format and be a valid date.	<i>StudentDateOfBirth</i> is not valid	
R1403	3-5	W	Names with the number three are an unusual case. The user should be informed when a name contains this value. See R1401.	The student's name contains a "3". This is an unusual situation. Please verify the student's name.	Student's name contains a "3"	
R1404	3	F	Student's last name may not contain any of the common name suffixes: Jr., Sr., II, III, or IV.	The student's last name contains one of the common name suffixes: Jr., Sr., II, III, or IV. Please use the StudentNameSuffix field to report this information.	Name suffix included with StudentLastName	
R1600	1	F	DistrictID for the student does not match the district of the reporting user	The user cannot process the student because the student's DistrictID is different than the user's district.	User cannot process students with this DistrictID	
R1700	12, 14	W	Student must be in a grade served by the service school	The StudentGradeLevel is not taught in the student's service school.	Grade not taught in school	
R1703	7, 12	W	The student's age should be appropriate for the grade level.	The student's birth date is outside the expected range. Birth dates for grade 06 are expected to fall between 9/1/1995 and 9/1/1997.	The age of the student falls outside the expected bounds.	
R1802	1, 2	F	There are duplicate WISER IDs in this district. This may indicate a data error.	There are duplicate WISERIDs in this district.	Duplicate students	
R1807	17	F	Related Service codes cannot be repeated for a student	<i>StudentRelatedService2</i> has the same value as <i>StudentRelatedService1</i>	StudentRelatedService1 is repeated	
R1808	18	F	Related Service codes cannot be repeated for a student	<i>StudentRelatedService3</i> has the same value as <i>StudentRelatedService1</i>	StudentRelatedService1 is repeated	
R1809	19	F	Related Service codes cannot be repeated for a student	<i>StudentRelatedService4</i> has the same value as <i>StudentRelatedService1</i>	StudentRelatedService1 is repeated	
R1810	20	F	Related Service codes cannot be repeated for a student	<i>StudentRelatedService5</i> has the same value as <i>StudentRelatedService1</i>	StudentRelatedService1 is repeated	
R1811	22-24	F	Special Education codes cannot be repeated for a student.	<i>StudentSpecialEducation2</i> has the same value as <i>StudentSpecialEducation1</i> .	StudentSpecialEducation1 is repeated	
R1812	23, 24	F	Special Education codes cannot be repeated for a student.	<i>StudentSpecialEducation4</i> has the same value as <i>StudentSpecialEducation2</i> .	StudentSpecialEducation2 is repeated	
R1813	24	F	Special Education codes cannot be repeated for a student.	<i>StudentSpecialEducation4</i> has the same value as <i>StudentSpecialEducation3</i> .	StudentSpecialEducation3 is repeated	

CSV Data Format - WDE425

This is the file format that districts will upload and download (student.csv).

Data Element				
CSV Column #	Field #	Header Name	Length	Valid Values
1	1	DistrictID	7	A valid 7-digit district ID.
2	2	WISERID	8	Must conform to the rules for valid WISER IDs.
3	3	StudentLastName	1-25	Name characters
4	4	StudentFirstName	1-15	Name characters
5	5	StudentMiddleName	0-15	Name characters
6	6	StudentNameSuffix	0-8	Alpha and periods
7	7	StudentDateOfBirth	8	YYYYMMDD
8	8	StudentGender	1	M, F
9	9	StudentEthnicity	1	A, B, H, I, W
10	10	StudentELL	1	Y, N
11	11	StudentGiftedTalented	1	Y, N
12	12	StudentGradeLevel	2	PK, HK, KG, 01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, 12
13	13	ResidentSchoolID	7	A valid 7-digit school ID.
14	14	ServiceSchoolID	7	A valid 7-digit school ID.
15	15	StudentPrimaryDisability	2	AT, BI, CD, DB, DD, ED, HI, HL, LD, MU, OI, SL, VI
16	16	StudentRelatedService1	0 or 2	AT, AU, CS, EI, LS, MS, OM, OT, OY, PS, PT, RC, RE, SH, SN, SW, TR
17	17	StudentRelatedService2	0 or 2	
18	18	StudentRelatedService3	0 or 2	
19	19	StudentRelatedService4	0 or 2	
20	20	StudentRelatedService5	0 or 2	
21	21	StudentSpecialEducation1	0 or 2	IN, PE, SS, TT, VE
22	22	StudentSpecialEducation2	0 or 2	
23	23	StudentSpecialEducation3	0 or 2	
24	24	StudentSpecialEducation4	0 or 2	
25	25	StudentESY	1	Y, N
26	26	StudentEnvironment	2	CF, HH, PP, RE, RF, RR, SC, SS
27	27	StudentAssessment	2	RO, RA, AA

Data Formats - SIF Submission

This document describes the SIF objects and fields that will be used in the vertical report

SchoolInfo

Report one SchoolInfo per resident school and service school in the district.

SIF Field Used	Field #	Field Name
@RefId		
StatePrId	13, 14	ResidentSchoolID, ServiceSchoolID
SchoolName		

StudentSnapshot

Report one StudentSnapshot object per Student record.

SIF Field Used	Field #	Field Name
@StudentPersonalRefId		
StatePrId	2	WISERID
Name/LastName	3	StudentLastName
Name/FirstName	4	StudentFirstName
Name/MiddleName	5	StudentMiddleName
Name/Suffix	6	StudentNameSuffix
BirthDate	7	StudentDateOfBirth
Gender	8	StudentGender
Ethnicity/@Code	9	StudentEthnicity
ELL	10	StudentELL
GiftedTalented	11	StudentGiftedTalented
SIF_ExtendedElements/SIF_ExtendedElement[@Name='PrimaryDisability']	15	StudentPrimaryDisability
SIF_ExtendedElements/SIF_ExtendedElement[@Name='RelatedService1']	16	StudentRelatedService1
SIF_ExtendedElements/SIF_ExtendedElement[@Name='RelatedService2']	17	StudentRelatedService2
SIF_ExtendedElements/SIF_ExtendedElement[@Name='RelatedService3']	18	StudentRelatedService3
SIF_ExtendedElements/SIF_ExtendedElement[@Name='RelatedService4']	19	StudentRelatedService4
SIF_ExtendedElements/SIF_ExtendedElement[@Name='RelatedService5']	20	StudentRelatedService5
SIF_ExtendedElements/SIF_ExtendedElement[@Name='SpecialEducation1']	21	StudentSpecialEducation1
SIF_ExtendedElements/SIF_ExtendedElement[@Name='SpecialEducation2']	22	StudentSpecialEducation2
SIF_ExtendedElements/SIF_ExtendedElement[@Name='SpecialEducation3']	23	StudentSpecialEducation3
SIF_ExtendedElements/SIF_ExtendedElement[@Name='SpecialEducation4']	24	StudentSpecialEducation4
SIF_ExtendedElements/SIF_ExtendedElement[@Name='ESY']	25	StudentESY
SIF_ExtendedElements/SIF_ExtendedElement[@Name='Environment']	26	StudentEnvironment
SIF_ExtendedElements/SIF_ExtendedElement[@Name='Assessment']	27	StudentAssessment

StudentSchoolEnrollment

Report one StudentSchoolEnrollment object per Student record.

SIF Field Used	Field #	Field Name
@RefId		
@StudentPersonalRefId		
@SchoolInfoRefId	14	StudentServiceSchoolID
SIF_ExtendedElements/SIF_ExtendedElement[@Name='ResidentSchoolRefId']	13	StudentResidentSchoolID
GradeLevel/@Code	12	StudentGradeLevel

Contact Info - WDE425

Support

- * The WDE is committed to providing districts with the tools and information they need to make the WISE project successful. Any suggestions that could make the process better are welcomed.
- * WDE appreciates all efforts that will make WISE a solution that works for everyone.

* For general WISERID questions or assistance, please contact us at:

wiseric_help@www.k12.wy.us

* You are always welcome to contact us directly at any time. Our contact information is below.

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