

Spring 2013-14 WDE684 WISE Teacher/Course/Student Enrollment Distance Education Training



MARCH 13, 2014
2:00PM
SPRING 2013-14 WDE684



Spring 2014 WDE684 Training



- **Subjects covered by this Training**
 - Data Quality
 - Distance Education Reporting
 - Dual/Concurrent College Course Reporting
 - IDEA/SPED Reporting

Data Quality



- **SRM is open, so begin running trials ASAP**
 - Assist in preparing your data for the collection
 - Assist in identifying students who are misreported
 - Lessen data burden when the collection opens
 - Don't wait until the last minute

Data Quality



- **Data review windows are shrinking**
 - Direct affect of WAEA
 - Accountability demands will only increase
- **Automation of WDE Error Reports**
 - Available on Fusion
 - Allow districts to view errors at the top of each hour
 - Lessen data burden

Distance Education Training Topics



- **K-12 Distance Education Course Reporting**
- **Dual/Concurrent College Course Reporting**

K-12 Distance Education and Dual/Concurrent College Course Data Elements



- **StudentHomeSchooled**
- **StudentConcurrentEnrollment**
- **MediumOfInstruction**
- **InstructionLevel**
- **Milestones**
- **MilestonesComplete**
- **ProviderID**

StudentHomeSchooled



- **StudentHomeSchooled**

- Students participating in a state approved Distance Education Program should not be exited to Home School.
 - ✦ Should either be retained as a Primary Enrollment, with the DE district reporting a Concurrent Enrollment;
 - ✦ Or, be reported as a Concurrent Enrollment, with the DE district reporting a Primary Enrollment;
 - ✦ Or, Transferred to the DE district.
- Students participating in an on-line program which is not state approved would be exited to Home School.
- State approved Distance Education programs are defined on the Wyoming Switchboard Network at the following link:
 - ✦ <http://www.wyomingswitchboard.net/Home.aspx>

StudentConcurrentEnrollment



- **StudentConcurrentEnrollment**
 - Data element is used to report students who have a concurrent enrollment in a Wyoming public K-12 school.
 - ✦ Completely separate from and NOT used to report college dual/concurrent enrollments
 - ✦ Is used to report DE concurrent enrollments in Wyoming public K-12 schools, however not all concurrent enrollments are DE.
 - Example: Students primarily enrolled in a Distance Education program and taking P.E., Band, etc. through you district would use this field to indicate a concurrent enrollment for these courses.
 - ✦ DE and college dual/concurrent reporting combinations are covered later in this presentation

MediumOfInstruction



- **MediumOfInstruction**

- What is the media through which the teacher provides this course to the student, and through which they communicate regarding instructional matters?
 - ✦ TB, CI, FF, DE, CB, IS, IN
- Distance Education courses are DE or CI.
 - ✦ Very few CI courses still offered.
- See [WDE684 Guidebook](#) for definitions.

InstructionLevel



- **Instruction Level**
 - What is the general nature and difficulty of this course?
 - ✦ RM, SE, BA, GE, HL, GT, IB, AP, CL, EL, HS.
 - Dual/Concurrent College Courses.
 - ✦ Dual Enrollment College Courses are marked “HS”.
 - ✦ Concurrent Enrollment College Courses are marked “CL”.
 - See [WDE684 Guidebook](#) for definitions.

Milestones



- **Milestones**

- Required if MediumOfInstruction is “DE” or “CI”
 - ✦ 1-4 digits – number between 1 and 9999
 - ✦ Cannot be populated unless MediumOfInstruction is “DE” or “CI”
- What are the number of Milestones for this course?
- K-12 Distance Education (DE) courses the DE Provider District will be responsible for reporting this element.

MilestonesComplete



- **MilestonesComplete**

- Required if MediumOfInstruction is “DE” or “CI”
 - ✦ 1-4 digits – number between 1 and 9999
- What are the number of Milestones this student has completed for this course?
- K-12 Distance Education (DE) courses the DE Provider District will be responsible for reporting this element.

K-12 Grade Distance Education Courses



- **Resident District Primary & DE Provider Concurrent**
- **DE Provider Primary & Resident District Concurrent**
- **Full Transfer to DE Provider**

Resident District Primary & DE Provider Concurrent



- **Student Primary enrollment at Resident District and taking DE courses.**
- **Special Education students – Primary District is the district responsible for the student’s IEP, in this case the Resident District.**

Resident District Primary & DE Provider Concurrent



- **Resident District**

- District where student physically resides
- Reports a primary enrollment on WDE684
- Reports any sections being provided by the Resident District
- Reports SchoolID (Student File), SchoolID (Section File), and ProviderID (Section File) all the resident school where the student is enrolled
- Resident District is responsible for reporting Special Education (SPED) File.

Resident District Primary & DE Provider Concurrent



- **DE Provider District**

- District who is offering the Distance Education program.
- Reports a concurrent enrollment on WDE684
- **Enrollment date should coincide with the date the Distance Learning Plan was initiated.**
- Reports any sections being provided by the DE Provider District
- DE Provider District responsible for reporting Milestones and Milestones Completed
- Reports SchoolID (Student File), SchoolID (Section File), and ProviderID (Section File) all the DE provider school where the student is concurrently enrolled

Resident District Concurrent & DE Provider Primary



- Student primary enrollment at DE Provider District and taking courses at students Resident District.
- Funding implications for the Resident District providing courses.
 - Discussion of Funding Implications.
- Special Education students – DE Provider District is the district responsible for the student's IEP, so IEP will need to be transferred to the DE Provider District.

Resident District Concurrent & DE Provider Primary



- **Resident District**

- District where student physically resides
- Reports a concurrent enrollment on WDE684
 - ✦ **Example: Students primarily enrolled in a Distance Education program and taking P.E., Band, etc. through you district would use this field to indicate a concurrent enrollment for these courses.**
- Reports any sections being provided by the Resident District
- Reports SchoolID (Student File), SchoolID (Section File), and ProviderID (Section File) all the resident school that is providing courses

Resident District Concurrent & DE Provider Primary



- **DE Provider District**
 - District who is offering the Distance Education program.
 - Reports a primary enrollment on WDE684
 - **Enrollment date should coincide with the date the Distance Learning Plan was initiated.**
 - Reports any sections being provided by the DE Provider District
 - DE Provider District responsible for reporting Milestones and Milestones Completed
 - Reports SchoolID (Student File), SchoolID (Section File), and ProviderID (Section File) all the DE provider school where the student is concurrently enrolled
 - DE Provider District is responsible for reporting Special Education (SPED) File

Full Transfer to DE Provider



- Student enrolled at DE Provider District and taking all courses through DE Provider District.
- Resident District transfers student to DE Provider District on 684 with a 361 exit code.
 - Exit Code 361 – Transferred to a public school in a different Wyoming district.
- **Transfer date should coincide with the date the Distance Learning Plan is initiated.**
- DE Provider District takes full reporting responsibility for the student.
- Special Education students – IEP must be transferred to the DE Provider District.

Dual/Concurrent College Courses



- **Dual Enrollment College Courses**

- Student taking college courses and receiving both high school and college credits.
- College is providing the teacher and the course.
- District will be responsible for listing equivalent course on their WDE638
- Do your best to match SCED Code to the course.
- MediumOfInstruction can be any one of the choices including DE or CI
 - ✦ District will be responsible for tracking the students Milestones and Milestones Complete if MediumOfInstruction is DE or CI

Dual/Concurrent College Enrollments



- **Dual College Enrollment**

- Courses taught by college teacher – the teacher is paid by the college
- ProviderID = *<college id>*
- InstructionLevel = “HS”
 - ✦ The course is taught at the college and is being accepted into the high school as high school equivalent course.
- WISEStaffID and Teacher Name Fields should be populated using the principle or a counselors information.
 - ✦ Courses do not affect a teachers class size calculation

Dual/Concurrent College Courses



- **Concurrent Enrollment College Courses**
 - Student taking college courses and receiving both high school and college credits.
 - District is providing the teacher and college is providing the course
 - District will be responsible for listing equivalent course on their WDE638
 - Do your best to match SCED Code to the course contents.
 - MethodOfInstruction should be reported as FF, IS, or TB.
 - ✦ On rare occasions MethodOfInstruction could be DE or CI.
 - ✦ District will be responsible for tracking Milestones and Milestones Complete when MethodOfInstruction is DE or CI.

Dual/Concurrent College Enrollments



- **Concurrent Enrollment**

- Courses taught by high school teacher (or proctor) – the teacher is paid by the high school.
 - ✦ The teacher could be a college teacher paid by the high school to teach specific courses.
- ProviderID = *<college id>*
- InstructionLevel = “CL”
 - ✦ The course is taught at the high school, but it is a college level (CL) course provided by the college.
- WISEStaffID and Teacher Name Field should be populated with the actual teachers information

Spring 684 SPED and IDEA Reporting



- **SPED File is completely OPTIONAL for this collection**
 - Can run SPED data against the SRM, but does not need to be submitted to WDE
 - ✦ Check cleanliness of your SPED data
- **IDEA field must be reported with the students IDEA status on March 21st.**

Spring 684 SPED and IDEA Reporting



- **IDEA field must be reported with the students IDEA status on March 21st.**
 - If IDEA = “Y”, the SPED file does not need to be submitted
 - SPED file is optional regardless of IDEA reporting
- **IDEA reporting must be accurate**

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Contact Information



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Questions?



Thank you for attending!



**ANY FINAL QUESTIONS BEFORE WE SIGN
OFF?**