Illinois State Board of Education

Student Information System (SIS)
Planning for the 2008 School Year
Agenda

- ISBE SIS Project Team
- School Year 2006-2007 Year-End Exit Enrollment Submittals
- School Year 2007-2008 SIS Changes
- Beginning-of-Year Enrollment Submittals
- School Year 2007-2008 Assessment Process
- Collection of ELL information and ACCESS test data
- ISBE SIS Upcoming Key Dates
- Districts Next Steps
- Where to Direct Questions
- Questions & Answers
ISBE SIS Project Team

- **ISBE Key Team Members**
  - Connie Wise  ISBE User Project Manager
  - Terry Chamberlain  Data Systems Administrator

- **IBM Key Team Members**
  - Howard Hammel  Project Manager
  - Jaimie McQuirt  Support Team Lead
  - Adam Lowery  Support Team
  - Diana Delgado  Support Team
  - Jason Bell  Support Team
School Year 2007 Year-End Exit Enrollment Submittals

- Remaining school year enrollment records from 2007 were to be exited as of August 1, 2007
- Students’ 2007 enrollment records must be exited before creating 2008 enrollment records
- Each exited enrollment record must include the following exit/withdrawal information:
  - Enrollment Exit Date
    - The month, day, and year of student’s last attendance
    - The format is mm/dd/yyyy – 05/31/2007
  - Exit Status
    - Enter code 01 for permanent
  - Enrollment Exit/Withdrawal Type Code
    - See the Enrollment Exit/Withdrawal Type Code table found under the Data Elements section on the SIS website: [www.isbe.net/sis](http://www.isbe.net/sis)
School Year 2007 Year-End Exit Enrollment Submittals continued

- Enrollment records may be exited either on-line (one at a time) or via the batch process (multiple records)
  - On-line Process
    - Use the IWAS/SIS/Exit Enrollment screen to enter a student’s SID and either the last name, first name or date of birth
    - Select the enrollment record to exit
    - Enter the required data in the appropriate fields
    - Press *Submit* to exit the enrollment record
School Year 2007 Year-End Exit Enrollment Submittals continued

- **Batch File Process**
  - Use the Exit Student Enrollment batch file format (.txt, .xml, or .csv)
    - Districts may Request a District-wide Exit File (CSV format)
      - Request File link in IWAS / SIS
      - Ensure only records from 2007 school year are sent in the exit upload
  - Enter the required student demographic and exit/withdrawal information
  - Upload the batch file via IWAS/SIS/Upload File screen
  - Review returned file result codes to confirm all enrollment records were successfully exited
  - Resubmit any corrected records using the same batch file process
School Year 2007-2008 SIS Changes

- Changes for the 2008 School Year include the following:
  - Removal of the IEP Accommodation and 504 Accommodation indicators
  - Merging of Pre-K Grades
  - Native Language Mandatory for LEP Students
  - New Exit/Withdrawal Type Code for 2008
  - Student Discipline
  - Individual Student Reports
School Year 2007-2008 SIS Changes continued

- **Removal of the IEP Accommodation and 504 Accommodation indicators**
  - Replaced with **Placeholder 7** and **Placeholder 8** on the Demographic/Enrollment File

- **Merging of Pre-K Grades**
  - Pre-K 1 and Pre-K 2 grades will be merged to Pre-K in SIS
  - Codes 13 or 14 will remain valid codes, but will reflect only as Pre-K in SIS
  - Recommend Districts use Code 14 for Pre-K students
School Year 2007-2008 SIS Changes continued

- **Native Language Mandatory for LEP Students**
  - If LEP indicator is marked as Yes (01), Native Language code is mandatory and it cannot be English

- **New Exit/Withdrawal Type Code for 2008**
  - Medical Non-Compliance
    - Definition – Student Removed because their immunization, physical, and dental data are not available to the school by the required deadline.
  - All other Entry and Exit/Withdrawal Type Codes will remain the same for 2008
School Year 2007-2008 SIS Changes continued

- **Student Discipline**
  - Collection of Discipline data is being delayed and will not be part of the SIS System for the 2007-2008 School year

- **Individual Student Reports**
  - Assessment Data and Scores Report
  - Student Demographics and Enrollment Report
School Year 2007-2008 SIS Changes continued

- Report Screen Menu

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School Year 2007-2008 SIS Changes continued

- Assessment Data and Scores Report Selection Criteria
School Year 2007-2008 SIS Changes continued

- Assessment Data and Scores Report Results
School Year 2007-2008 SIS Changes continued

- Assessment Data and Scores Report

Student Assessment Data and Scores Report
Student ID: 511873511

No Assessment Data and Scores for this Student

Demographics
- Student Grade: None
- Gender: None
- Race: None
- Hispanic: None
- Language Proficient: None
- Special Education: None
- English Language Learner: None
- Title I: None
- Title I Exempt: None
- English Immigrant: None
- Country of Origin: None

Testing
- Testing Type: None
- Test Code: None
- Test Administration Date: None

Reading
- ALL: Combined Reading Scale Score
- ALL: Combined Reading Performance Level
- LA: National Percentile Rank
- LA: Lexile Score
- LA: Standard 1A Vocabulary Development
- LA: Standard 1B Reading Strategies
- LA: Standard 2C Reading Comprehension
- LA: Standard 3A, 3B Literacy
- LA: Extended Reading Passage
- INAG: Graphic Representations
- INAG: Narrative Strategies
- INAG: Expository Passages
- INAG: Items with Explicit Answers
- INAG: Items with Inferred Answers
- PEAS: Day 1 ACT Reading Scale Score
- PLAN: Day 2 Reading Level Scores

Math
- ALL: Combined Math Scale Score
- ALL: Combined Math Performance Level
- LA: Standard 1A Number Sense
- LA: Standard 1B Algebraic Sense
- LA: Standard 2A Algebraic Sense
- LA: Standard 2B Measurement
- LA: Standard 2C Geometric Sense
- LA: Standard 2D Data and Graphs
- LA: Standard 3A Probability
- LA: Standard 3B Data Analysis
- LA: Standard 3C Geometry
- LA: Standard 3D Algebraic Sense
- LA: Standard 4A Number Sense
- LA: Standard 4B Algebraic Sense
- LA: Standard 4C Measurement
- PLAT: Day 1 ACT Mathematics Scale Score
- PLAN: Day 2 Mathematics Level Scores

Science
- ALL: Combined Science Scale Score
- ALL: Combined Science Performance Level
- LA: National Percentile Rank
- LA: Standard 1A, 1B Science Inquiry and Techn. Design
- LA: Standard 2A, 2B Life Science and Basic Science
- LA: Standard 3A, 3B Earth and Space Science
- LA: Standard 4A, 4B Physical Science
- LA: Standard 5A, 5B Safety, Practices of Science
- Science Technology/Organization and Measurement
- SCAS: Day 1 ACT Science Scale Score
- SCAS: Day 2 Science Scale Score
- SCAS: Day 2 Science Level Score
- SCAS: Day 2 Science Level Score
- SCAS: Day 2 Science Level Score

Writing
- ALL: Combined Writing Scale Score
- ALL: Combined Writing Performance Level
- PLAT: Day 1 ACT English Scale Score
- PLAN: Day 1 ACT Writing Scale Score

Printed on: 9/24/2007
School Year 2007-2008 SIS Changes continued

- **Student Demographics and Enrollment Report Selection Criteria**
School Year 2007-2008 SIS Changes continued

- Student Demographics and Enrollment Report Results

![Student Information System](image-url)
Student Demographics and Enrollment Report

Student ID: 664473828
Smith, John

Current Student Demographics

- Homeless Indicator: N
- Career/Technical Indicator: N
- Migrant Indicator: N
- SES Indicator: N
- LEP Indicator: N
- IEP Indicator: Y
- FRL/Low Income Indicator: Y
- Century 21 Indicator: N
- Reading First: N
- Reading Improvement: N
- Title One: N

2007 Student Enrollment

- Enrollment Date: 04/15/2007
- Enrollment Type: Original entry into a U.S. school
- Home District: 01001001026000 PAYSON CUSD
- Home School: 010010010262002 SEYMOUR ELEMENTARY SCHOOL
- Entering School: 010010010262002 SEYMOUR ELEMENTARY SCHOOL
- Exit Date: 
- Exit Type: 
- Grade Level: 3 - Grade 3
- FTE: 0.50
Beginning-of-Year Enrollment Submittals

- New enrollment records must be submitted for each student at the beginning of the 2008 School Year (2007-2008)
  - New enrollments may be created once the previous year’s enrollment is exited
  - As of August 15, 2007 the changes to the indicators are required
Beginning-of-Year Enrollment Submittals continued

- The Student Demographic file format is used to create the new enrollment records and is recommended to include the student’s existing SID
  
  - To find a student’s SID, access the SIS application via IWAS/SIS, and select the Search SID functionality
  
  - If a student has not been assigned a State SID, or the State SID is unknown, that field will be blank and SIS will assign a new SID and create the enrollment record for the 2008 School Year
  
  - The file format may be .txt, .xml or .csv
  
  - An Excel template and tip sheet to create the Student Demographic .csv file is available on www.isbe.net/sis
  
  - The four digit School Year to be used in the file is 2008
Beginning-of-Year Enrollment Submittals continued

- New enrollment records for 2008 School Year must be submitted by October 15, 2007

- Only the Home School/District may submit enrollment records
  - Submit only active students who are currently enrolled for the 2008 School Year (2007–2008)
  - The Home School/District must create the enrollment record for students who have a Serving School enrollment record (example: special education facilities)
  - Home School/District may create multiple enrollment records when a student attends two or more Serving Schools (example: a student attends one school in the morning and a different school in the afternoon such as a vocational education facility)
School Year 2007-2008 Assessment Process

- Overview of the Assessment Process

- Enhancements for the 2007-2008 Assessment process
  - Addition of on-line collection of Pre-ID Assessment information

- School Year 2007-2008 Assessment Calendar
School Year 2007-2008 Assessment Process continued

- Overview of the Assessment Process

A – 1st Day to request or submit Pre-ID files
B – Information sent to test vendor for printing labels
C – Last Day of Test, 1st Day of Assessment Corrections
D – Assessment Score Posted on SIS, 1st Day of Assessment Score Correction
E – Last Day of Assessment Correction and Last Day of Assessment Score Correction
School Year 2007-2008 Assessment Process continued

- Enhancements for the 2007-2008 Assessment process
  - Ability to enter Pre-ID Assessment information on-line or through a batch file via SIS
    - Testing School RCDTS
    - First year in U.S.
    - Years in any TBE/TPI program
    - Years since exited TBE/TPI program
    - Enrolled in home school on or before May 1
    - Enrolled in home district on or before May 1
    - Test to be taken

- Addition of on-line collection of Pre-ID Assessment information
  - Student must be enrolled in the district
  - Ability to add Pre-ID information prior to close of testing window (Pre-ID)
School Year 2007-2008 Assessment Process continued

- Assessment Record Search

To Search for Student Assessment data, please provide student SID, the Assessment Year and at least one of the following:

- Last Name
- First Name
- Date of Birth

Then click the 'Search' button.

Fields marked with an asterisk * are required.

Search Criteria

*SID

AND AT LEAST ONE BELOW

*Legal Last Name

*Legal First Name

Date of Birth (mm/dd/yyyy)

Search

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School Year 2007-2008 Assessment Process continued

- Assessment Record Test/Grade Information

![Student Information System](image-url)

Please enter the student's Assessment information.田

Fields marked with an asterisk (*) are required.

- **Student ID (SID)** 504478428
- **Legal Last Name** Smith
- **Legal Middle Name** 
- **Test Name** IBA
- **Student SAP ID** 
- **Legal First Name** John
- **Date of Birth (mm/dd/yyyy)** 01/01/1990
- **Grade** 

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School Year 2007-2008 Assessment Process continued

- **Assessment Record Pre-ID Information**

  Please enter the student's Assessment Information, DEMO
  Fields marked with an asterisk * are required.

  - **Home School RCDTS**
    - RCDT: 01001001026
    - Region: ADAMS/PIKE ROE
    - Category: Public Districts/Schools
    - District/Entity: PAYSON CUSD 1
    - School: [Select a School]

  - **Serving School RCDTS**
    - Same as Home RCDTS
    - Enter the 15 digit RCDTS code
    - Select Region, Category, District and School
    - Region: [Select a Region]
    - Category: [Select a Category]
    - District: [Select a District]
    - School: [Select a School]

  - **Testing School RCDTS**
    - Same as Home RCDTS
    - Same as Serving RCDTS
    - Enter the 15 digit RCDTS code
    - Select Region, Category, District and School
    - Region: [Select a Region]
    - Category: [Select a Category]
    - District: [Select a District]
    - School: [Select a School]

  - Enroll in Home School On or Before May: Yes
  - Enroll in Home District On or Before May: Yes
  - First Year In U.S.: No
  - Enroll in Any Illinois-Approved TBE/TPI Program: Yes
  - Year Since Exited TBE/TPI Program: [Input]

  Next
School Year 2007-2008 Assessment Process continued

- School Year 2007-2008 Assessment Timeline Calendar

  A. 1st Day to request or submit Pre-ID data 08/16/2007

  B. Information sent to test vendor for printing labels

    ISAT & IMAGE Tests (Grades 3-8) 01/10/2008
    IAA Test (Grades 3-8, 11) 01/10/2008
    PSAE & IMAGE Tests (Grade 11) 02/21/2008

  C. Last Day of Test, 1st Day of Assessment Corrections

    ISAT & IMAGE Tests (Grades 3-8) 03/14/2008
    IAA Test (Grades 3-8, 11) 04/11/2008
    PSAE & IMAGE Tests (Grade 11) 05/09/2008
School Year 2007-2008 Assessment Process continued

- School Year 2007-2008 Assessment Timeline Calendar continued

D. Assessment Score Posted on SIS, 1st Day of Assessment Score Correction

- ISAT & IMAGE Tests (Grades 3-8) --TBA--
- IAA Test (Grades 3-8, 11) --TBA--
- PSAE & IMAGE Tests (Grade 11) --TBA--

E. Last Day of Assessment Correction and Last Day of Assessment Score Correction

- ISAT & IMAGE Tests (Grades 3-8) --TBA--
- IAA Test (Grades 3-8, 11) --TBA--
- PSAE & IMAGE Tests (Grade 11) --TBA--
Collection of ELL information and ACCESS test data

- If student is marked as LEP an ACCESS Pre-ID record will be sent to the testing vendor to acquire testing labels

- Labels will be sent to the district that has the student enrolled at the time of label submission

- Districts may edit the ELL information either on-line or via a batch file through SIS (*Availability date to be determined*)

- Scores will be posted to SIS for district review
# ISBE SIS Upcoming Key Dates

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Districts Next Steps

- Submit 2007 End-of-Year Exit Enrollments
- Revise local systems to remove IEP Accommodation and 504 Accommodation indicators for the 2008 School Year
- Merge Pre-K 1 and Pre-K 2 grade codes to Pre-K for 2008 School Year
- Mark all LEP students and specify Native Language code
- Revise local systems to include new program indicators and map new Enrollment Entry Type codes and Enrollment Exit/Withdrawal codes for School Year 2008
- Submit 2008 enrollment data by 4:30 pm on October 15, 2007
- Complete Pre-ID Assessment information to receive labels for students taking ISAT, IMAGE, IAA or PSAE tests
Where to Direct Questions

- ISBE SIS Help Desk
  - (217) 558-3600
  - help@isbe.net

- *SIS Policy Questions* will be directed to the Data Analysis Division

- *SIS Technical Questions* will be directed to the IBM Team
Questions & Answers

Discussion / Questions
ISBE Contact Information

Connie Wise
217.782.3950
cwise@isbe.net

Terry Chamberlain
217.782.4313
tchamber@isbe.net