Illinois State Board of Education

Student Information System (SIS)
Vendor Webinar
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Webinar Tips

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  - Make sure all audio settings in the computer are un-muted and speakers are turned down before talking.

- **Question & Answer**
  - Question & Answer session will be held at the end of the Webinar.
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  - All text messages are logged.
  - Text questions will be posted in a Q & A document after the Webinar.
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Agenda

- Welcome / Introductions
- Overview of the Student Information System (SIS)
- Improving Data Quality
- How Vendors Can Leverage the SIS Web Service
  - Implementing the Web Service
  - Transmission of Data
  - Testing the Web Service
- Questions for the Vendors
- ISBE SIS Resources
Welcome/Introductions

- **ISBE Key Team Members**
  - Don Evans, Chief Operating Officer and Director of Human Resources
  - Brent Engelmann, Division Administrator/Director, Information Technology
  - John Shake, Division Supervisor, Information Technology
  - Peter Godard, Chief Performance Officer
  - Deborah Trueblood, Division Supervisor, Data Analysis and Accountability

- **Presenters**
  - Howard Hammel, SIS Project Manager
  - Adam Lowery, SIS Business Analyst
Overview of the Student Information System (SIS)

- **SIS Functions**
  - Assigns a unique student identifier (SID)
  - Collects demographic, enrollment, performance and program participation data for each student
  - Interfaces with internal ISBE Systems
  - Tracks students from school/facility to school/facility and district to district within the state
  - Provides schools, districts and facilities the ability to report timely and accurate data/information through standardized reporting capabilities
Overview of the Student Information System (SIS)

- Provide better quality data to drive more enlightened policy decisions resulting in enhanced educational opportunities for all children

- Reduce data collection burden on schools, districts and facilities

- Enhance the use and relevance of state data by districts and schools

- Respond to the accountability and reporting requirements of NCLB and other federal and state education programs
Overview of the Student Information System (SIS)

SIS File Formats – 23

- Adjusted Cohort Graduation Rate
- Assessment Correction
- Assessment Pre-ID
- Birth to 3
- Caregiver Demographic
- College Course Assignment
- Demographics and Early Childhood
- Early Childhood
- Early Childhood Outcomes
- ELL Screener
- ELL
- Exit Student Enrollment

- Homeless
- Multiple SID
- Outside Course Assignment
- Regional Safe Schools Program (RSSP)
- Student Demographics
- Student Discipline
- Student Course Assignment
- Teacher Course Assignment Entry
- Teacher Course Assignment Exit

Exported Files only
- Assessment Score
- ACCESS Score
Overview of the Student Information System (SIS)

Data Quality

- **Increased importance of providing accurate student enrollment data!**
  - Enrollment Start and End Dates
  - Grade Level
  - Home School RCDTS *(School for the area where the student resides)*
  - Serving School RCDTS *(School where the student attends, the course is being taught and the teacher is assigned)*
  - Student can have only one Home school RCDTS but multiple Serving schools *(Area Career Centers, Special Education Private Facilities, Regional Safe Schools, etc.)*

- **Why?**
  - Fall Enrollment Counts
  - Student Course Assignment
  - Teacher Course Assignment
  - Student Discipline
  - High School Students Taking Community College Courses
  - AYP
  - ACCESS Scores
  - Kindergarten Development Survey (KIDS)
  - Employment Information System (EIS)
  - Regional Safe School Funding
  - Special Education Claims
  - E-Report Card
  - Vocational Funding
  - End of the Year Reports
  - Adjusted Cohort Graduation Rates
How Vendors Can Leverage the SIS Web Service

- Automate the Sending and Receiving of All SIS File Formats.
  - By scheduling the jobs:
    - Reduce user involvement in the process.
    - Data is updated and corrected more frequently.
    - State deadlines will be met more efficiently.

- The SIS Web Service Will Not Change When ISBE Creates a New SIS File Format.

- Future Possibilities
  - Request data from SIS
    - Assessment score data
    - ACCESS score data
    - Historical student data
  - Locate a SID before sending the enrollment file.
  - Receiving data on students transferring into a new school district.
Implementing SIS Web Services

- Each user of the SIS web service will require a unique activation key which identifies the user and school district the data is associated with.
  - The activation key can be requested in SIS under the Batch Files → Web Service links by the SIS user.

- Documentation for the web service can be found on the SIS Webpage.
  - [www.isbe.net/sis](http://www.isbe.net/sis)
    - Under “Resources”
Transmission of data

- All SIS formats currently collected can be automated through the web service.
  - Data transmitted via the web service are validated upon transmission to ensure formats and data types are correct.
  - If the data does not pass, validations will be denied from the web service.
  - Once accepted, the files are processed and put into a queue awaiting download. A message is sent to the user notifying them the file is ready for download.
  - The web service must be invoked by the client application to retrieve the file.
  - Result codes and result messages will be appended to the end of each record in the processed file (same as today).

- Files could be scheduled to keep the data more current.
  - Daily
  - Weekly
Testing the Web Service

- Once you have the web service set up, ISBE can assist with testing to ensure it is working correctly.
  - The school district must work with the vendor to test the web service.
  - The vendor must retrieve a test activation key.
  - ISBE will work with the vendor and the district to create test environment.
  - Please contact the ISBE help desk for more information on testing the web service in SIS. (217-558-3600)
# Key Dates

## SIS Webinar Schedule for School Year 2014

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>SIS 2014 Assessment Process Webinar</td>
<td>12/4/2013 - 1:30 p.m.</td>
</tr>
<tr>
<td>SIS 2014 Assessment Correction and Update</td>
<td>4/10/2014 - 1:30 p.m.</td>
</tr>
<tr>
<td>End of School Year 2014 and Planning for School Year 2015</td>
<td>5/8/2014 - 1:30 p.m.</td>
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<tr>
<td>Activity</td>
<td>Dates</td>
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<tr>
<td>ELL Data Due for Population of eGMS Ceiling Calculator</td>
<td>01/03/2014 - 4:00 p.m.</td>
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<tr>
<td>ISAT and Illinois Alternative Assessment (IAA) file to Vendor for Printing Labels</td>
<td>01/03/2014 - 4:00 p.m.</td>
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<tr>
<td>ACCESS Last Day of Testing</td>
<td>02/14/2014</td>
</tr>
<tr>
<td>PSAE File to Vendor for Printing Labels</td>
<td>02/22/2014 - 4:00 p.m.</td>
</tr>
<tr>
<td>Eligible for Immigrant Education Program Data Extracted from SIS</td>
<td>03/01/2014 - 4:00 p.m.</td>
</tr>
<tr>
<td>Activity</td>
<td>Dates</td>
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<tr>
<td>ISAT Last Day of Testing (Regular Window)</td>
<td>03/14/2014</td>
</tr>
<tr>
<td>IAA Last Day of Testing</td>
<td>03/28/2014</td>
</tr>
<tr>
<td>ISAT First Day of Assessment Correction</td>
<td>03/17/2014</td>
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<tr>
<td>IAA First Day of Assessment Correction</td>
<td>03/31/2014</td>
</tr>
<tr>
<td>ACCESS Scores Posted on SIS</td>
<td>05/05/2014</td>
</tr>
<tr>
<td>PSAE Last Day of Testing</td>
<td>05/08/2014</td>
</tr>
<tr>
<td>PSAE First Day of Assessment Correction</td>
<td>05/09/2014</td>
</tr>
<tr>
<td>ACCESS Last Day of Assessment Corrections</td>
<td>05/23/2014 - 4:00 p.m.</td>
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<tr>
<th>Activity</th>
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<tbody>
<tr>
<td>ISAT and IAA Scores Posted on SIS</td>
<td>06/02/2014</td>
</tr>
<tr>
<td>ISAT and IAA Last Day for Assessment Corrections</td>
<td>06/16/2014 - 4:00 p.m.</td>
</tr>
<tr>
<td>PSAE Scores Posted on SIS</td>
<td>07/09/2014</td>
</tr>
<tr>
<td>PSAE Last Day of Assessment Corrections</td>
<td>07/16/2014 - 4:00 p.m.</td>
</tr>
<tr>
<td>ACCESS Posting of Final Scores</td>
<td>Mid – July 2014</td>
</tr>
<tr>
<td>IAA and ISAT Posting of Final Scores</td>
<td>07/21/2014</td>
</tr>
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<tr>
<td>Last Day to Exit Enrollments for 2014 School Year</td>
<td>07/31/2014 - 4:00 p.m.</td>
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<tr>
<td>- ELL data due</td>
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<tr>
<td>- ELL Screener data due</td>
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<tr>
<td>- College Course Assignment data due</td>
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<tr>
<td>- Regional Safe Schools Program data due</td>
<td></td>
</tr>
<tr>
<td>PSAE Posting of final Scores</td>
<td>08/02/2014</td>
</tr>
<tr>
<td>Adjusted Cohort Graduation Rates Finalized</td>
<td>08/15/2014 - 4:00 p.m.</td>
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Question for Vendors

- **How can we make things better for you?**

- **What information would you like to retrieve from SIS?**
  - Transferring Students
  - Assessment Scores
  - ACCESS Scores
  - Historical Student Data
  - Reports

- **What type of features would you like to see added to the State Student Information System if any?**

- **What are other states doing that you would like to see implemented in Illinois?**
ISBE SIS Resources

- ISBE SIS Resource Materials
  - Located on the ISBE SIS webpage at www.isbe.net/sis/
    - ISBE SIS Announcements
    - User Manual
    - File Format Layouts
    - Excel Templates
      - Tips for Completing *(Data Collection Name)* Template
      - Steps for Creating and Uploading *(Data Collection Name)*
    - Data Elements
    - Archived Meetings and Presentations
    - Frequently Asked Questions
ISBE SIS Resources

- ISBE SIS Vendor Signup
  - Located on SIS Homepage
  
  www.isbe.net/sis

Additional Resources:

- Adobe Acrobat Reader - Download for Free
- Fall Housing Reprocess Request Form
- Family Educational Rights and Privacy Act (FERPA)
- Frequently Asked Questions (FAQs)
- Helpful Links
- New U.S. Department of Education Race and Ethnicity Data Standards
- RCDTS Lookup (renamed from Education Entities Lookup)
- Student Assessment Division
- Transferring CPS and Non-CPS Students Within Illinois

Vendor Sign-up
SIS Home Page
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ISBE Contact Information

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

- ISBE SIS Information Website
  - www.isbe.net/sis