NYSED SIRS End of Year Data Reporting for Charter Schools

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May 2022

Why are Data Reported?

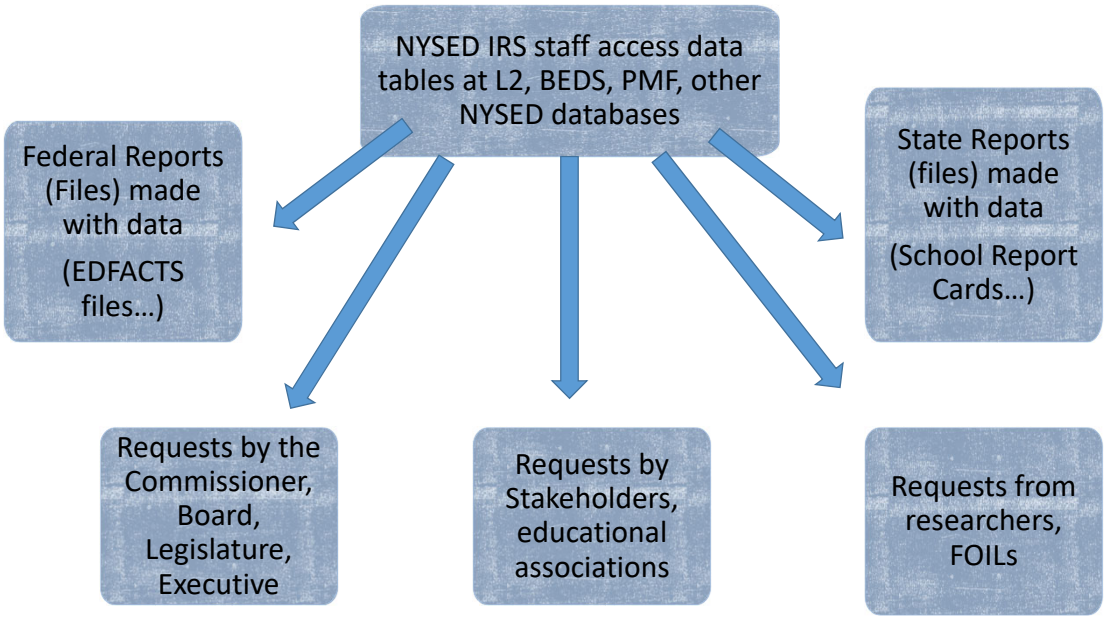
Laws and Regulations

http://www.nysed.gov/essa/nys-essa-plan

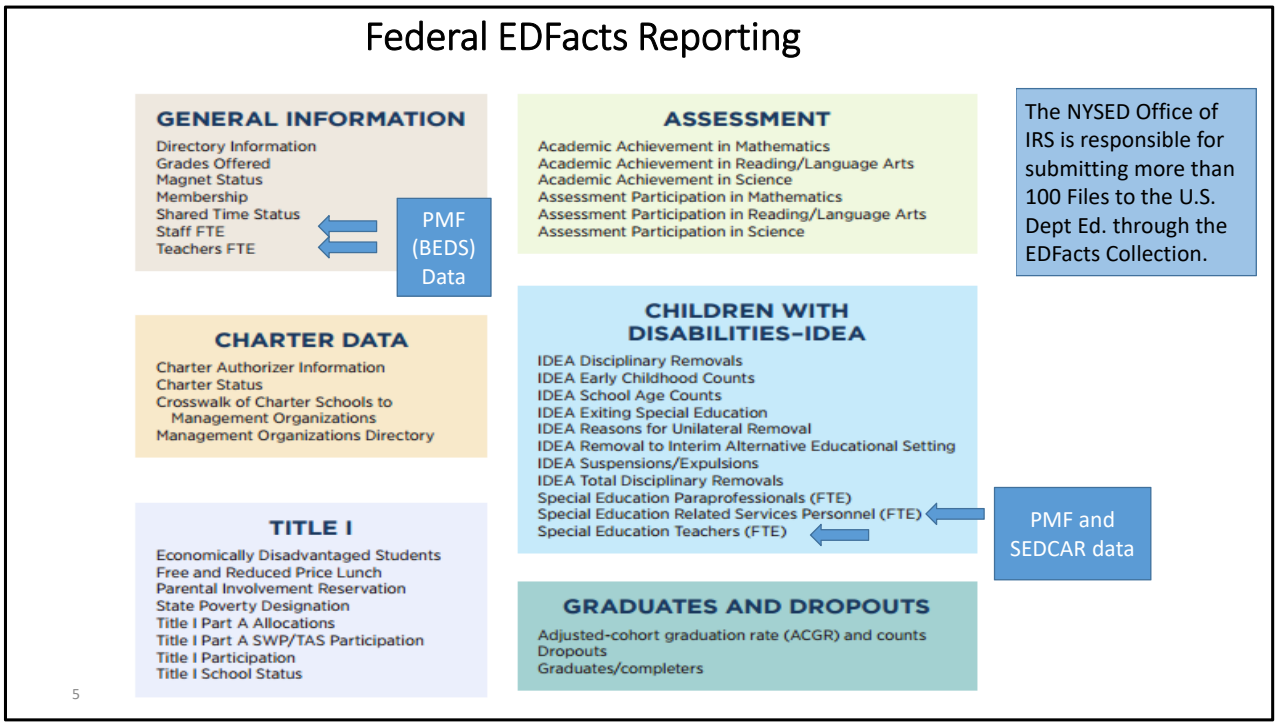
Data collections align to the NYS Every Student Succeeds Act, ESSA, that was crated in 2018 following the release of the US Department of Education, US DE, updated Federal regulations.

http://www.nysed.gov/essa/nys-essa-plan

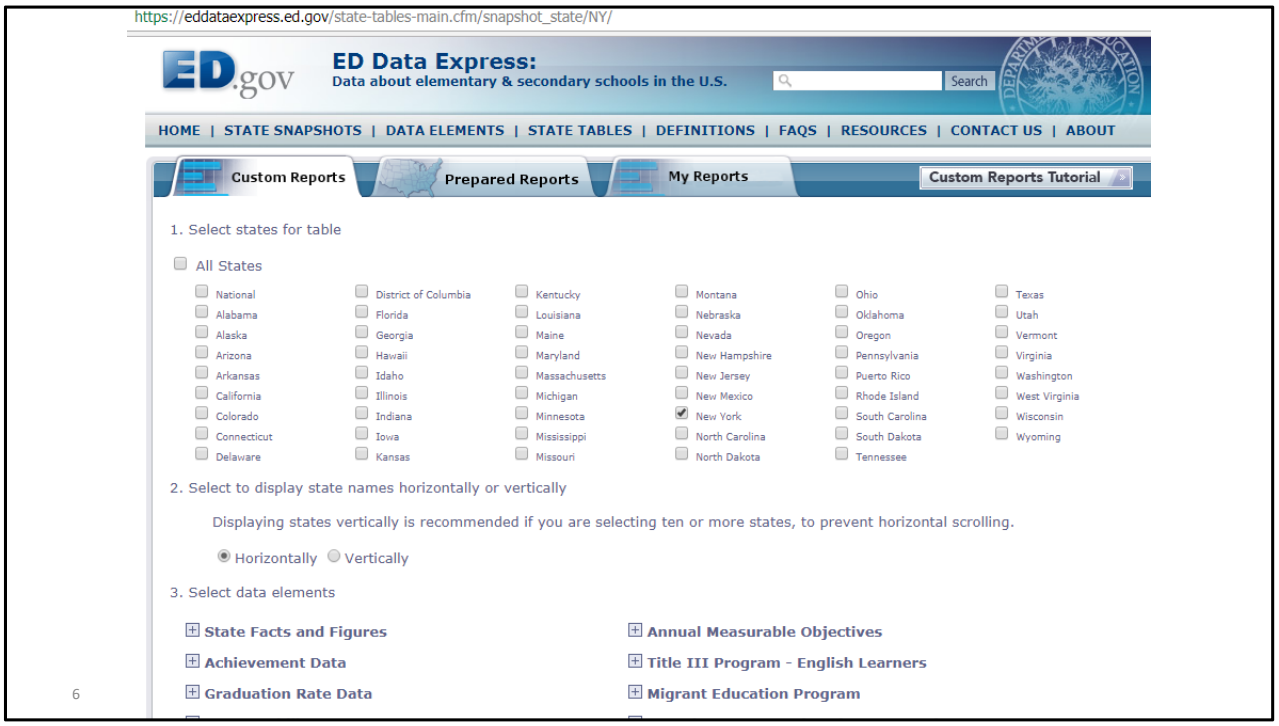
Some Uses of Education Data Reported to the NYSED



NYSED shared data in the Student Information Repository System, SIRS, or Level 2 of the data warehouse as needed and as required.



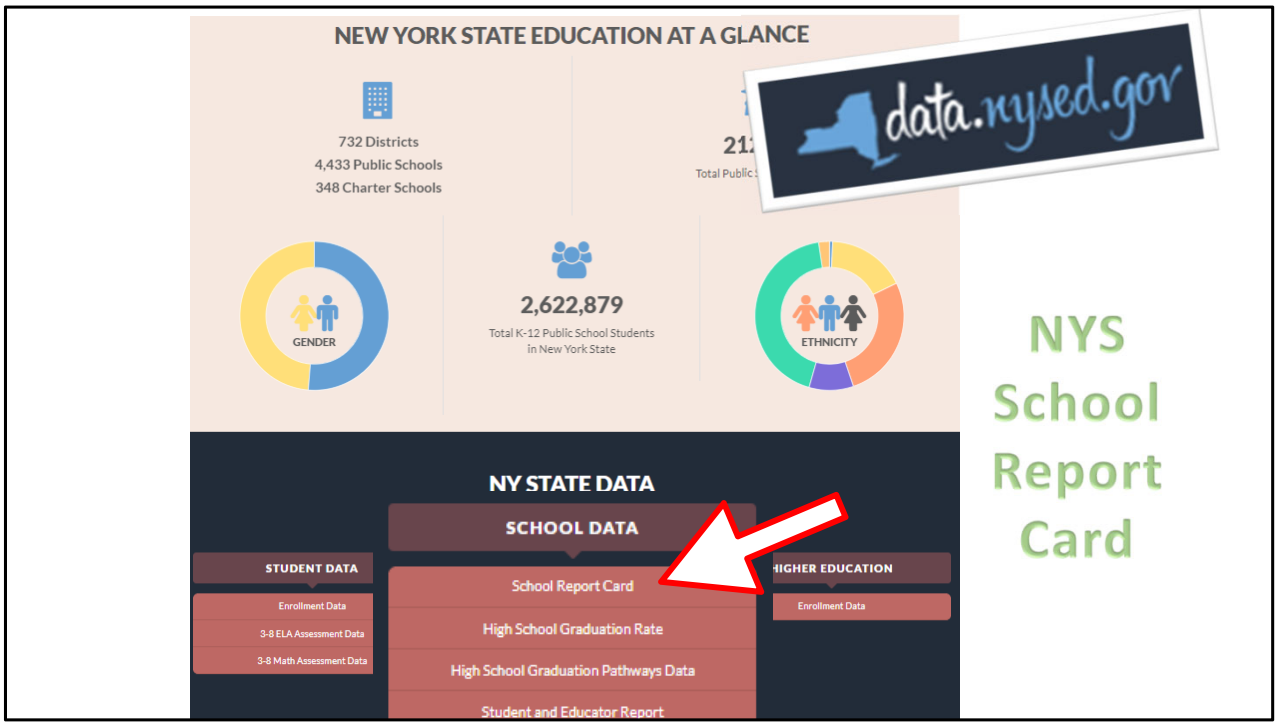
The federal Education Department requires certain data on all actives schools each year. These facts are outlined on this slide.



The slide shows how you can access and review data reported to the US ED.

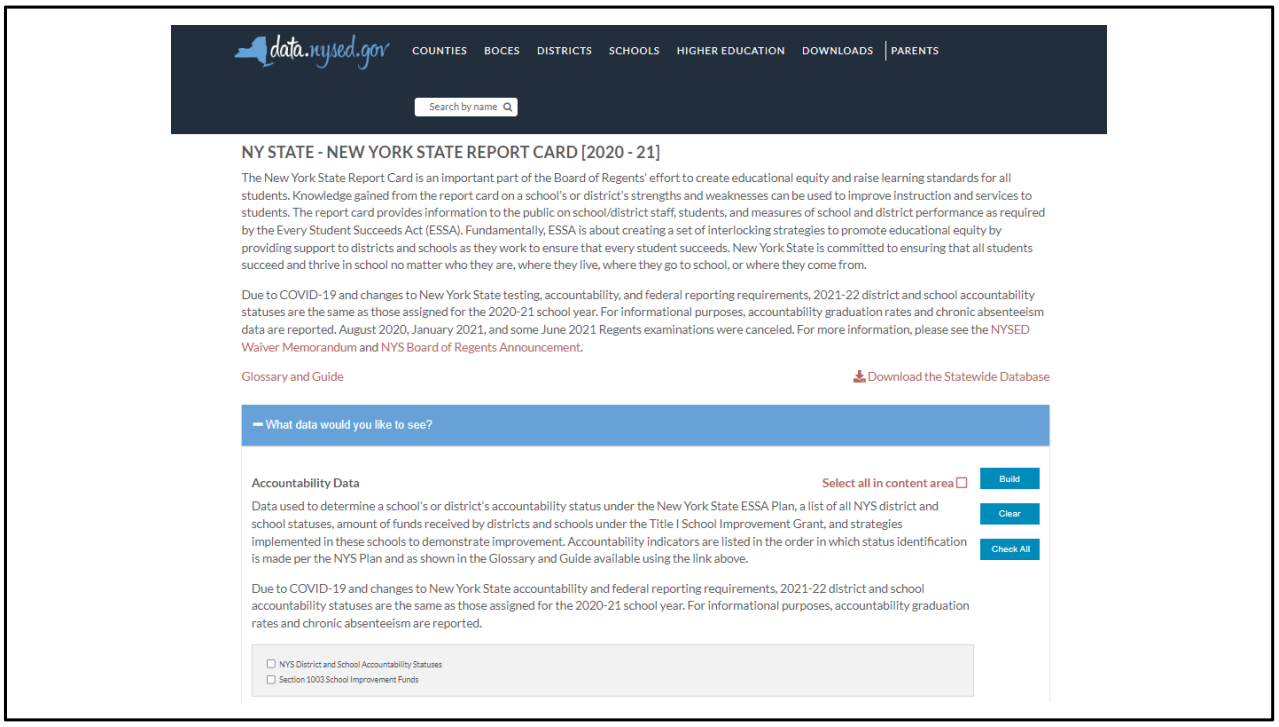
https://eddataexpress.ed.gov/

The NYS School Report card at https://data.nysed.gov/ is where NYSED publicly posts information about your school.

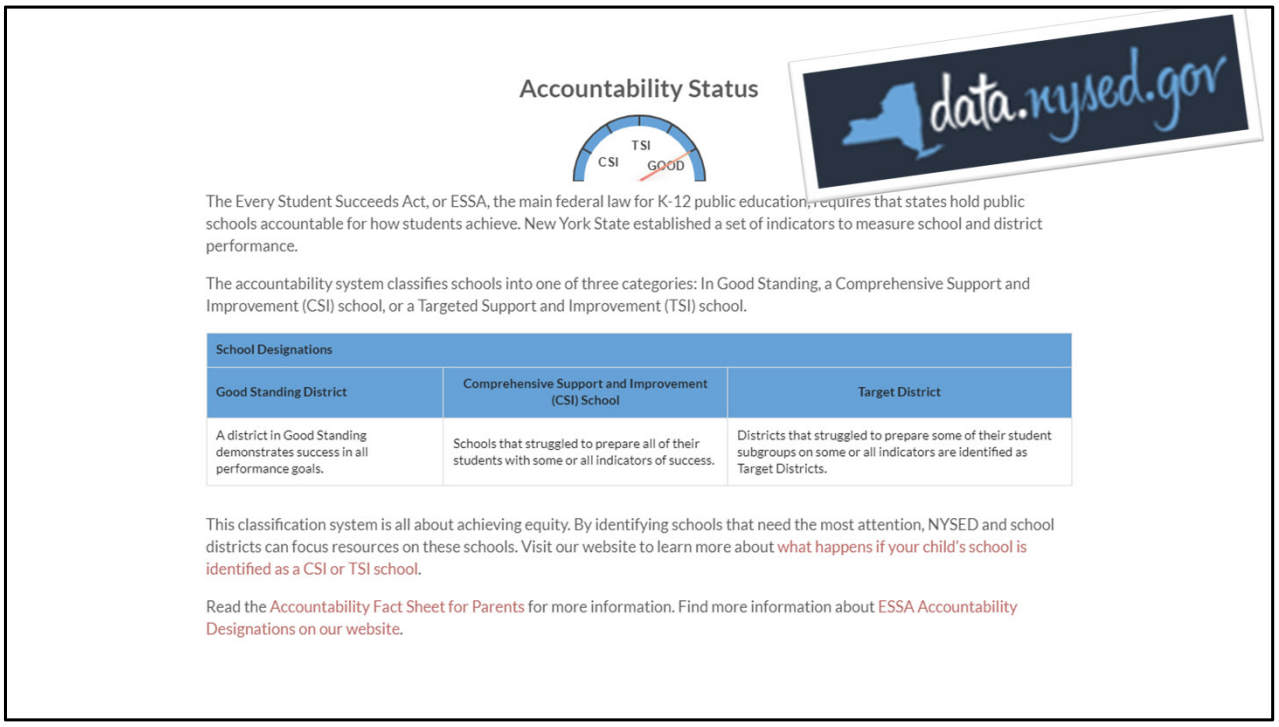


We will review certain parts of the NYS SRC to demonstrate how the data you report are used and highlight how to learn more about the reporting process and data usage.

All school districts, all schools in each districts, charter schools, BOCES are included data.nysed.gov reporting.



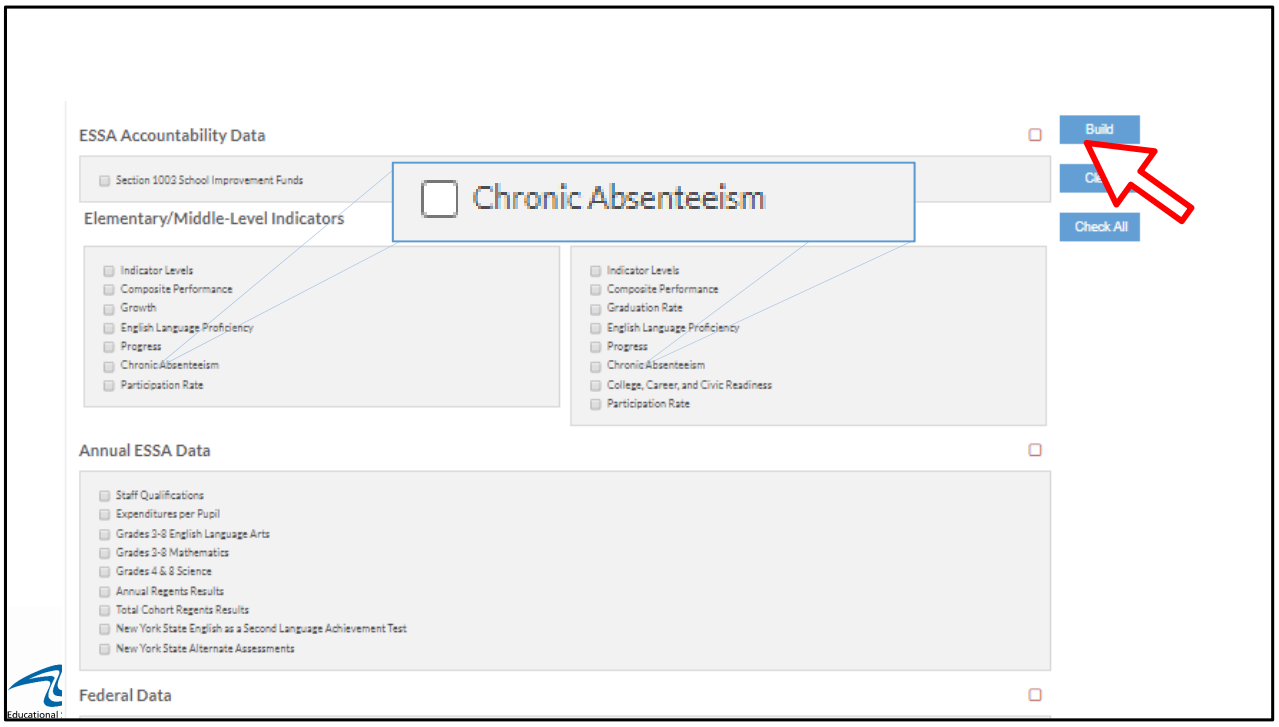
Tapping on the school Report Card allows you to drill down into import information on your school's rating, the data and the calculations used to determine the ratings.



View of the Accountability Status of all NY state schools for the 2017-2018 SY. Calculations of new accountability ratings have not yet resumed since the COVID pandemic began. NYSED carried-over schools' statuses when the regular collection and review of data was disrupted by the pandemic.

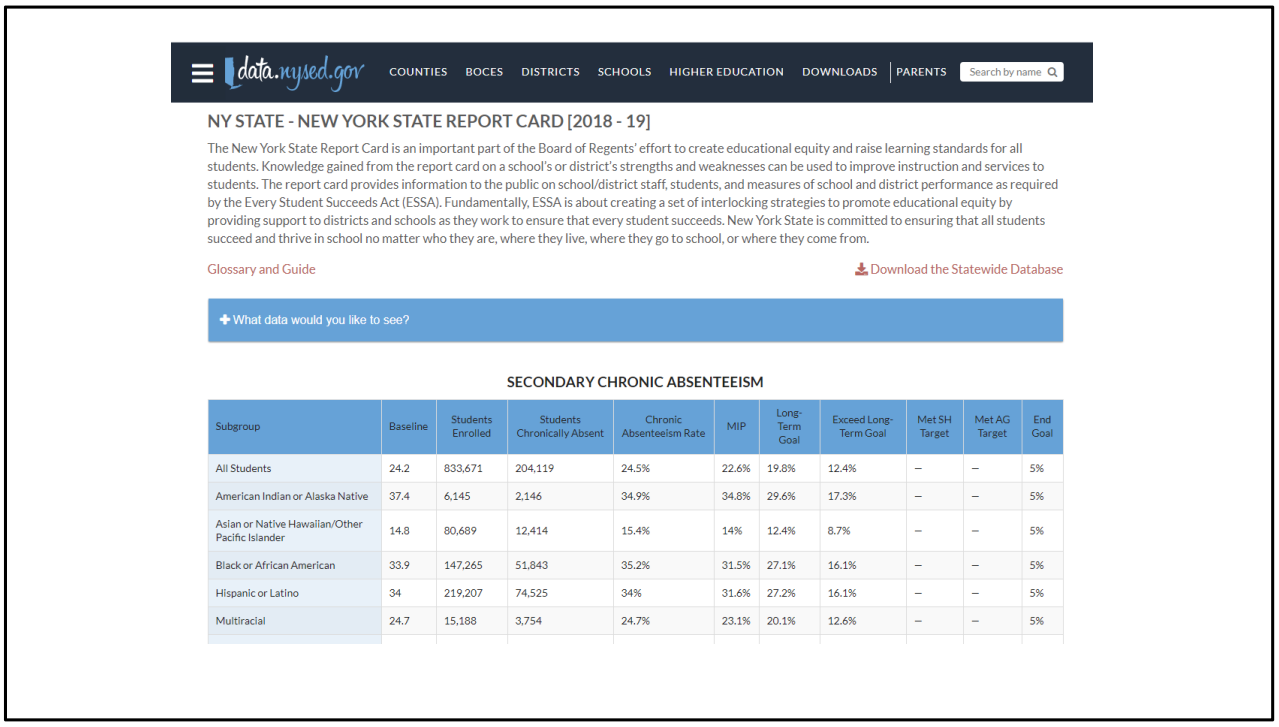
Schools are given overall ratings and ratings for their effectiveness servicing students in various Accountability Sub- Groups.

Gender is not an Accountability subgroup.



The next section of data.nysed.gov allows for the review of all data elements or results/reports can be built by one or various data elements measured under ESSA.

Chronic Absenteeism is an important metric in the ESSA regulations that is weighed into the calculation or Accountability Ratings.



data.nysed.gov COUNTIES BOCES DISTRICTS SCHOOLS HIGHER EDUCATION DOWNLOADS PARENTS Search by name

NY STATE - NEW YORK STATE REPORT CARD [2018 - 19]

The New York State Report Card is an important part of the Board of Regents' effort to create educational equity and raise learning standards for all students. Knowledge gained from the report card on a school's or district's strengths and weaknesses can be used to improve instruction and services to students. The report card provides information to the public on school/district staff, students, and measures of school and district performance as required by the Every Student Succeeds Act (ESSA). Fundamentally, ESSA is about creating a set of interlocking strategies to promote educational equity by providing support to districts and schools as they work to ensure that every student succeeds. New York State is committed to ensuring that all students succeed and thrive in school no matter who they are, where they live, where they go to school, or where they come from.

Glossary and Guide

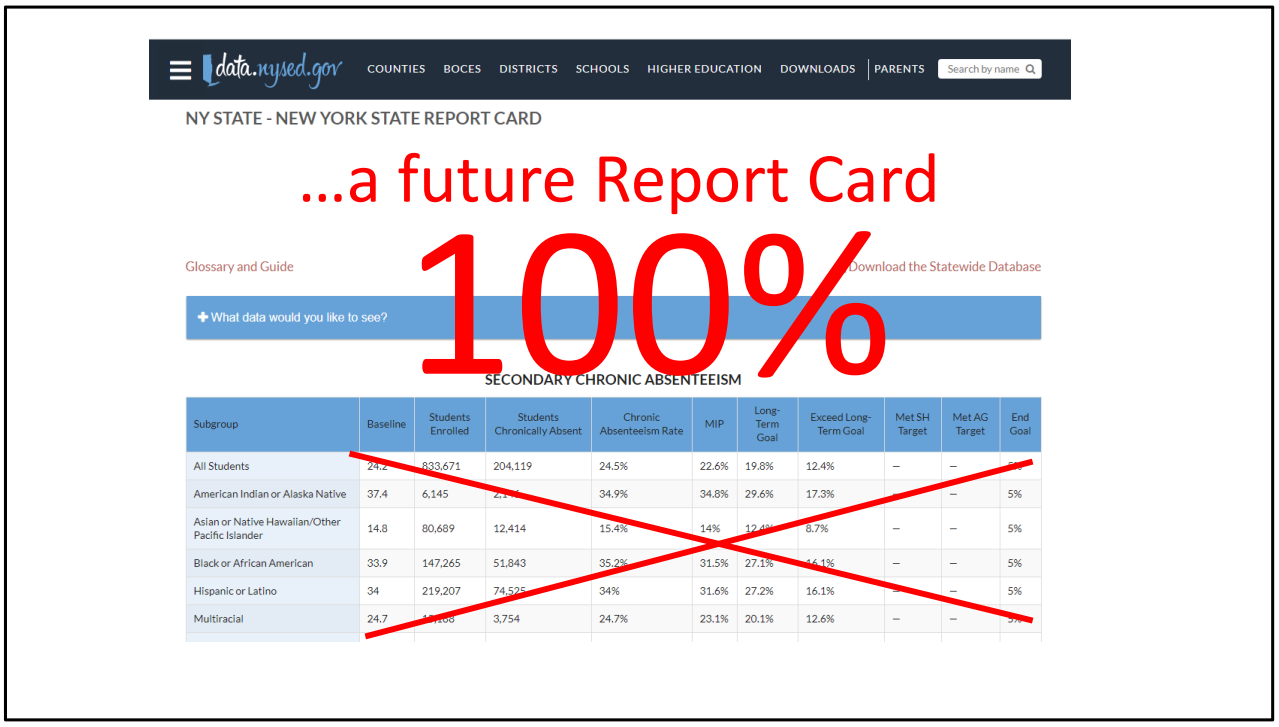
Download the Statewide Database

+ What data would you like to see?

SECONDARY CHRONIC ABSENTEEISM

Subgroup	Baseline	Students Enrolled	Students Chronically Absent	Chronic Absenteeism Rate	MIP	Long-Term Goal	Exceed Long-Term Goal	Met SH Target	Met AG Target	End Goal
All Students	24.2	833,671	204,119	24.5%	22.6%	19.8%	12.4%	–	–	5%
American Indian or Alaska Native	37.4	6,145	2,146	34.9%	34.8%	29.6%	17.3%	–	–	5%
Asian or Native Hawaiian/Other Pacific Islander	14.8	80,689	12,414	15.4%	14%	12.4%	8.7%	–	–	5%
Black or African American	33.9	147,265	51,843	35.2%	31.5%	27.1%	16.1%	–	–	5%
Hispanic or Latino	34	219,207	74,525	34%	31.6%	27.2%	16.1%	–	–	5%
Multiracial	24.7	15,188	3,754	24.7%	23.1%	20.1%	12.6%	–	–	5%

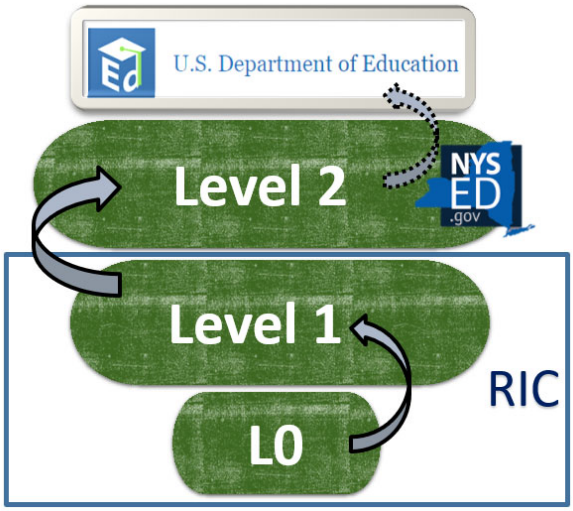
Chronic Absenteeism for all NYS secondary schools.

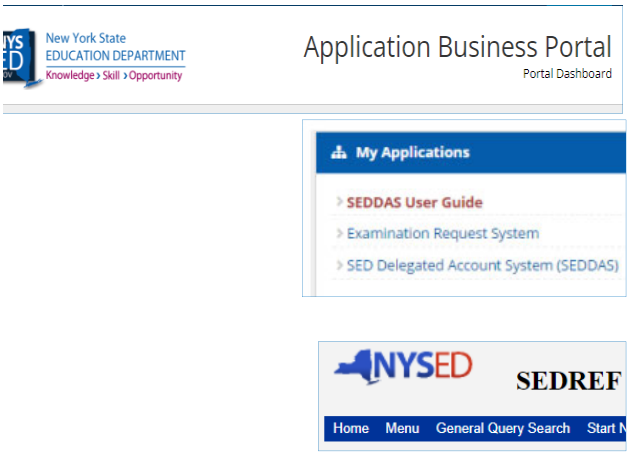


Since the 2020-2021 SY, all schools are required to report attendance for every day of every students enrollment. Failure to report all data, missing data, will be considered negative attendance (absences) I eth calculation of Attendance rates and Chronic Absenteeism. Reporting no Student Daily Attendance data would result in the public reporting of 100% Chronic Absenteeism.

Collection Systems and Applications

Collection Systems and Applications





Regional Information Centers (RIC) collect data from their component schools and are considered Level 1 of the data warehouse. Your RIC also hosts the Level 0 software, a virtual 'ground floor' of the data warehouse where schools can load data into the system.

NYSED and all of their data systems are considered Level 2 of the data warehouse.

Data in Levels 0 – 2 are linked to staff/student personally identifiable information, PII.

All public reporting and US ED reporting is aggregate data: counts by categories.

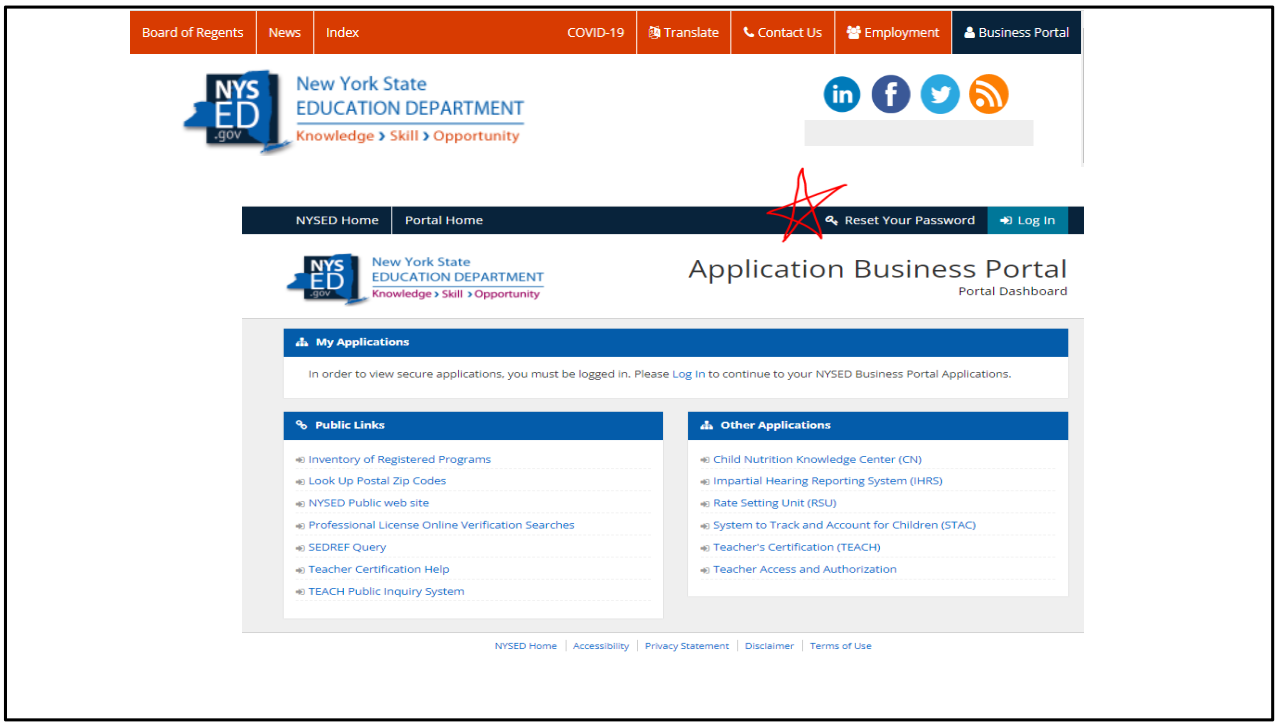
Collection and Reporting Systems

http://www.nysed.gov/information-reporting-services/collection-and-reporting-systems

Software applications supported, in whole or in part, by the Office of Information and Reporting Services:

- BEDS (Basic Educational Data System) Institutional Master File (IMF) data collected via BEDS Online
  Application for the collection of Public District, Public School, Charter school, BOCES and Nonpublic School data.
- IDEx (IRS Data Exchange)
  Application for the secure exchange of data between NYSED and authorized users.
- IRSP (Information and Reporting Services Portal)
  Application for the secure distribution of protected, personally identifiable information to authorized users.
- L1HC (Level 1 Host-Child relationships processing)
  Application allowing Level 1 hosting centers to submit their list of current School Year LEAs for whom they submit data to SIRS. Controls access to NYSSIS and loading to L1C.
- L2RPT (Level 2 Reporting Environment)
  Set of reports for authorized users to view and verify data submitted to SIRS to ensure data accuracy, as well as to view individual student reports.
- Level 0 Historical (L0H)
  Application for updating select data elements in records from prior school years via SIRS.
- NYSSIS (New York State Student Identification System)
  System for assigning unique identification numbers to individual students.
- PD System
  The Special Education data collection system for SEDCAR (Special Education Data Collection, Analysis & Reporting).
- Public Data Site
  NYSED's public resource for reporting a wide array of educational data in and about New York State schools.
- SEDDAS (State Education Department Delegated Account System)
  System for enabling administrators of districts and schools to provision user accounts for secure access to NYSED systems.
- SIRS (Student Information Repository System)
  System for collecting student demographic, programs, assessment, and enrollment data, as well as teacher/staff and course information.

This is a list of the various systems used by NYSED's Office of Information and Reporting Services to collect and report (dispense or provide verification of) data.



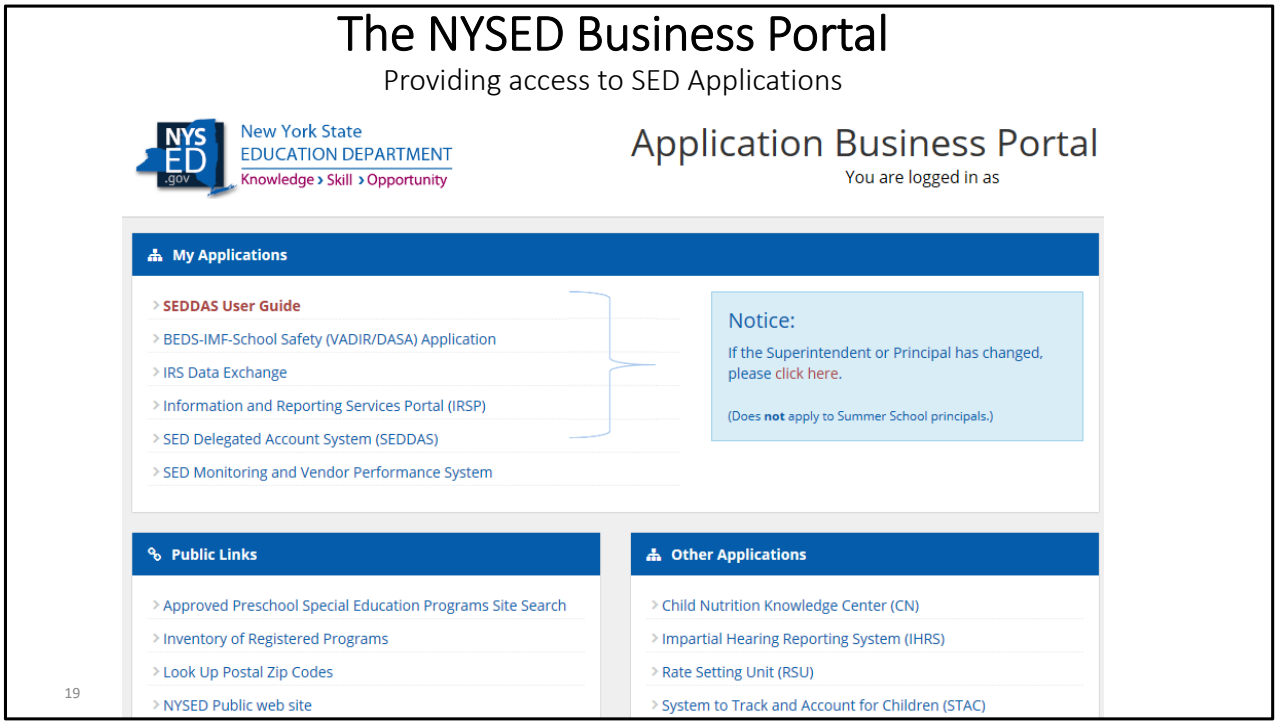
Accessing SED's Business Portal.

Accounts to the Business Portal or any other L2 system. can ONLY be created by the CEO of each school, or their delegated administrator in the SED Delegated Account System, SEDDAS.

When SED's Reference File, SEDREF is updated with a new CEO, NYSED will update their reports and automatically reassign the SEDDAS account to the new leader.

The NYSED Business Portal

Providing access to SED Applications



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There are many helpful links in the Business Portal.

The IRS Portal provides a secure method for file transfer between the NYSED and LEAs. Ensure your entitlements to access the Portal are in place.

BEDS Code	File Name	Actions	File Type	Date Created
100010000	3 year BEDS enrollment summary - nonpublic school district of attendance	Download File	PDF	05/09/2022
100010000	3 year BEDS enrollment summary - nonpublic school district of residence	Download File	PDF	05/09/2022
100010000	3 year BEDS enrollment summary - charter school district of residence	Download File	PDF	05/09/2022
100010000	3 year BEDS enrollment summary - charter school district of attendance	Download File	PDF	05/09/2022
100010000	3 year BEDS enrollment summary	Download File	PDF	05/09/2022
100010000	3 year BEDS enrollment summary - Week-to-week variance report	Download File	PDF	05/09/2022
100010000	Missing SIRS Staff and Course Data as of 4-24-2022	Download File	XLS	04/25/2022
100010000	Teachers Teaching Out of Certification 4-25-2022	Download File	XLS	04/25/2022
100010000	Missing SIRS Staff and Course Data 4-14-2022	Download File	XLS	04/14/2022

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NYSED web-based application entitlements are managed through the SEDDAS – State Education Department Delegated Account System. https://www.p12.nysed.gov/seddas/seddashome.html.

This is a view of the Information and Data Exchange, IDEX, app in the Business Portal. CEO's should be sure to entitle the correct staff at their school to various L2 systems in order to allow people with the responsibility for reporting data with the proper access to the data.

SEDDAS – SED Delegated Account System

The New York State Education Department (SED) has a number of web-based applications accessed via the NYSED Application Business Portal.

- SEDDAS is designed to protect secure data in these applications from unauthorized access.
- Allows designated school district personnel to create, assign and manage secure user accounts for their own staff

Main Functions:

1. Account Administration
- Creating, updating, and disabling accounts.

2. Entitlement Administration
- Granting access to protected web applications found on SED portal to certain school administrators.

ESBOCES has a YouTube video highlighting the use of SEDDAS:
https://www.youtube.com/watch?v=nZxn1TPu-Lk

It is very important to maintain accurate reporting of school staff in various positions to NYSED. Access to certain systems and the delivery of important noticed from NYSED depends on certain job titles.

Create SEDDAS account with the SEDDAS Entitlements User Guide:
http://www.p12.nysed.gov/seddas/seddas-complete-user-guide.pdf
Need to update SEDREF? Directions: https://www.p12.nysed.gov/sedrefupdate.html
List of Important job titles:

SEDDAS Account Administration Roles

Super Delegated Administrator – **Super DA**
- CEOs are automatically Super DAs;
- Can create other roles to assist in the administration of SEDDAS; and
- Can perform all of the functions within SEDDAS.

Delegated/Entitlement – Hybrid of two roles below.

Delegated Administrator – DA
- Can perform the function of account administration;
- Can create, update, disable and re-activate user accounts; and
- Can create an account for Entitlement Administrator(s) (EA) who will grant access to applications.

Entitlement Administrator – EA
- Perform the function of Entitlement Administration;
- Entitle access to applications to school staff who already have an existing account; and
- Applications must be available to the EA under delegated account systems before entitling someone else (not just user access).

I don't see it.

http://www.p12.nysed.gov/seddas/seddashome.html

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Details about managing your schools' SEDDAS accounts.

Reviewing and Verifying Data

It's a process-not a task.

Don't wait until the deadline!

1. Map out a plan
2. Know where to find the data

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Reporting and Verifying data cannot be done quickly. The process is subject to the data flow process and multiple verification checks at each level . Do NOT wait until the last minute, week or month!!

Some data can be reported and initial verifications can be completed in the fall of each school year.

Reviewing and Verifying Data

- *Know early in the school year where you will review the data.*
- *Check entitlements and accounts.*

- **IMF BEDS Online Data** has been reviewed in the BEDS Online Application.

- **SIRS Data** should be reviewed in the L2RPT Cognos report made available to school districts.
  - Be aware of weekly or daily refreshes and data load cycles.
  - Ask your Regional Information Center for assistance.

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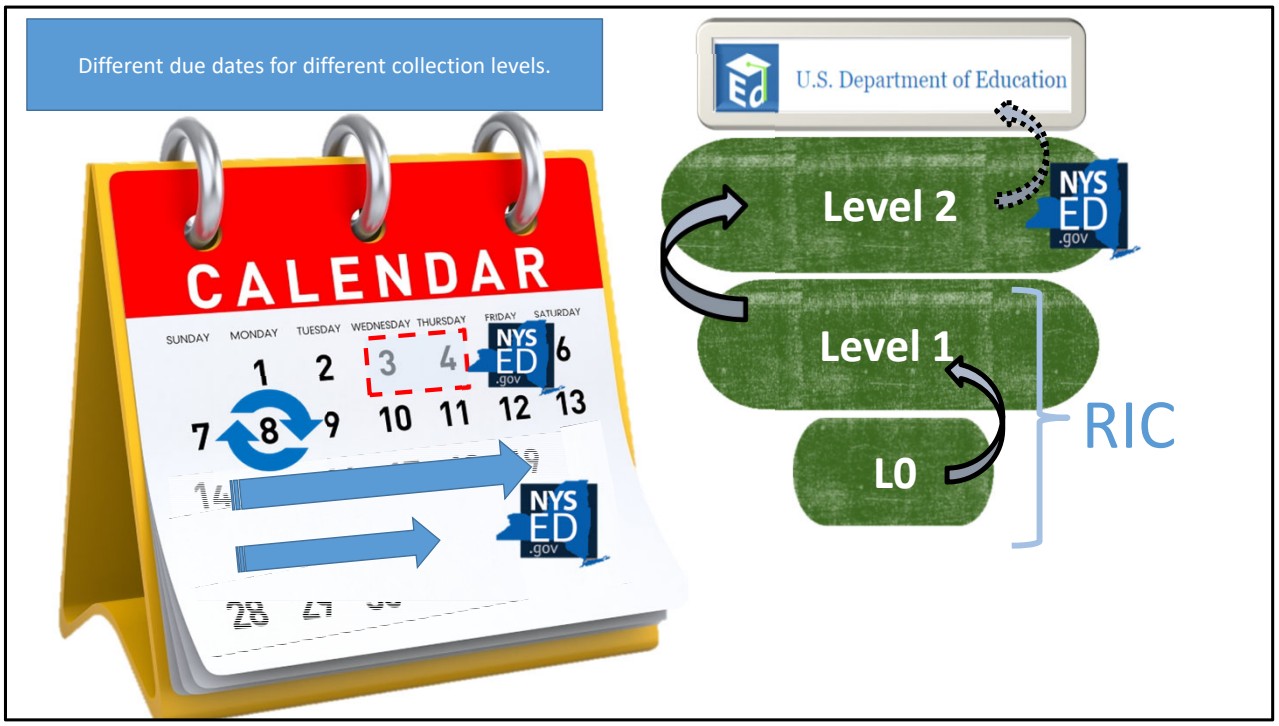
Know the schedule
Know the deadlines
Plan and take action throughout the year

Where is the data?
Know your student system

These software companies work with NYSED and have custom reports that for ALL SIRS reporting (digital equity survey are currently being developed too).

If you have one of these systems, be sure to work with your vendor to setup the necessary details to make you reporting to SIRS as easy as the touch of a button. (Then an upload to L0, etc.)



Do you know your RIC's reporting schedule?

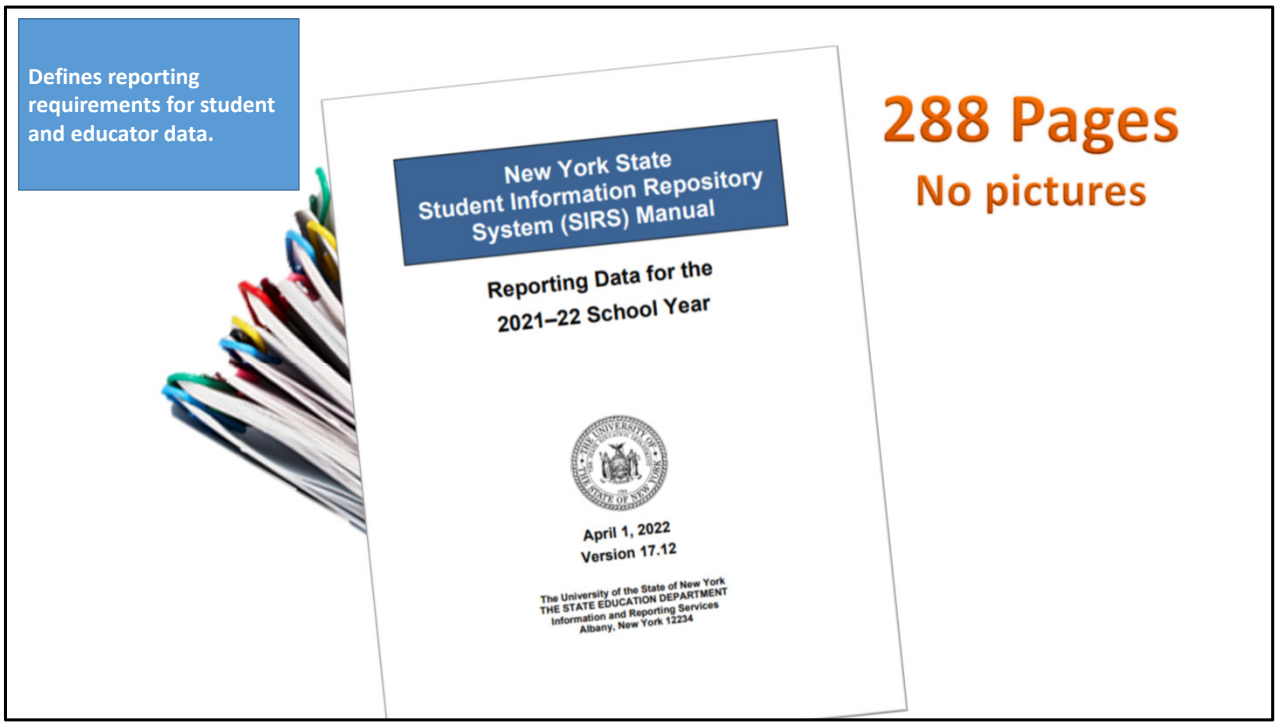
From ATS data is directly stored in Level 1: NYC and ESB are both L1 providers (orange dots on slide 2).

NYC shares basic data about your schools and student enrollment (including Demographics and Program Facts).

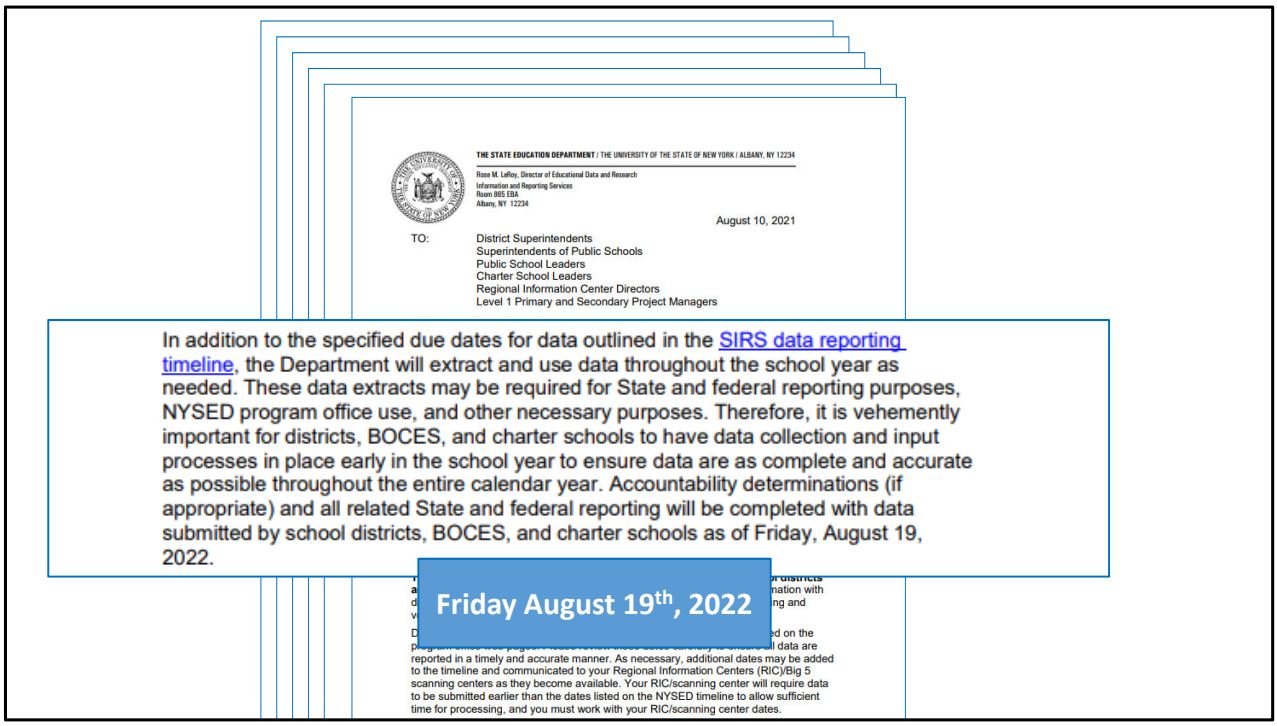
We collect additional data as required by SED, including eth various items mentioned on the school's Report Card.

We package that up and pass it back to NYC, who submits it to NYSED.

Highest degree of security and safeguards are taken. NYC data at ESB has held on a separate server and access is only provided to dedicated staff, and everyone has all has been fingerprinted.



Everything you need to know about reporting data in L0 and most of what you will review in L2RPT is explained in this document,



THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, NY 12234

Rose M. LeRoy, Director of Educational Data and Research
Information and Reporting Services
Room 865 EBA
Albany, NY 12234

August 10, 2021

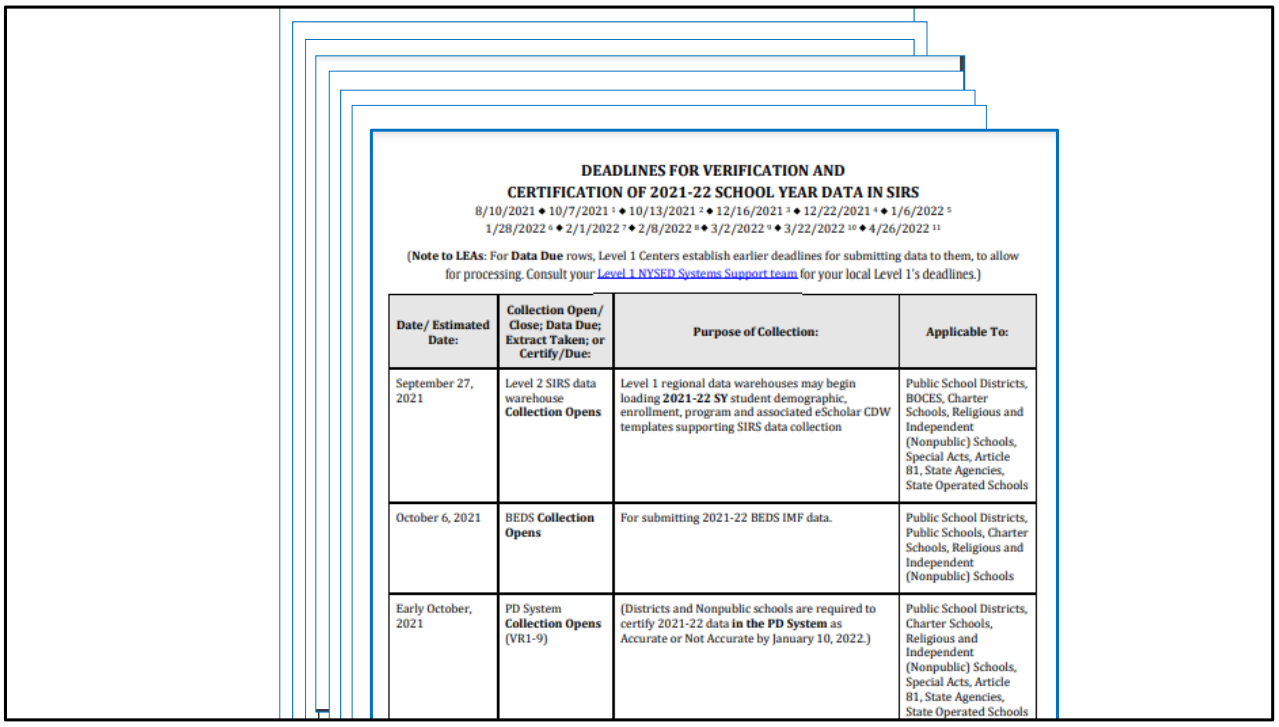
TO: District Superintendents
Superintendents of Public Schools
Public School Leaders
Charter School Leaders
Regional Information Center Directors
Level 1 Primary and Secondary Project Managers

In addition to the specified due dates for data outlined in the SIRS data reporting timeline, the Department will extract and use data throughout the school year as needed. These data extracts may be required for State and federal reporting purposes, NYSED program office use, and other necessary purposes. Therefore, it is vehemently important for districts, BOCES, and charter schools to have data collection and input processes in place early in the school year to ensure data are as complete and accurate as possible throughout the entire calendar year. Accountability determinations (if appropriate) and all related State and federal reporting will be completed with data submitted by school districts, BOCES, and charter schools as of Friday, August 19, 2022.

Friday August 19th, 2022

reported in a timely and accurate manner. As necessary, additional dates may be added to the timeline and communicated to your Regional Information Centers (RIC)/Big 5 scanning centers as they become available. Your RIC/scanning center will require data to be submitted earlier than the dates listed on the NYSED timeline to allow sufficient time for processing, and you must work with your RIC/scanning center dates.

Five-page Annual Data Reporting memo, a must read. Especially, the second paragraph! NYSED will use data in Level 2 as needed, at any time.



DEADLINES FOR VERIFICATION AND
CERTIFICATION OF 2021-22 SCHOOL YEAR DATA IN SIRS

8/10/2021 ◆ 10/7/2021 [1] ◆ 10/13/2021 [2] ◆ 12/16/2021 [3] ◆ 12/22/2021 [4] ◆ 1/6/2022 [5]
1/28/2022 [6] ◆ 2/1/2022 [7] ◆ 2/8/2022 [8] ◆ 3/2/2022 [9] ◆ 3/22/2022 [10] ◆ 4/26/2022 [11]

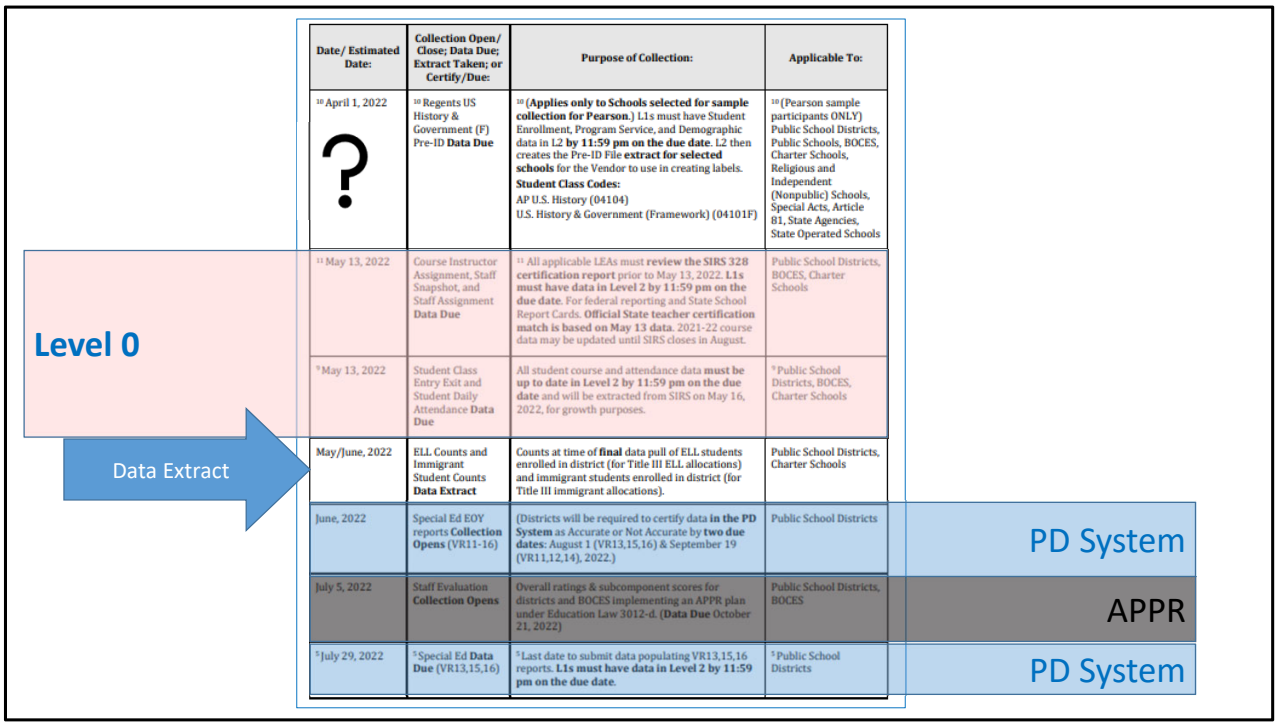
(**Note to LEAs**: For **Data Due** rows, Level 1 Centers establish earlier deadlines for submitting data to them, to allow for processing. Consult your Level 1 NYSED Systems Support team for your local Level 1's deadlines.)

Date/ Estimated Date:	Collection Open/ Close; Data Due; Extract Taken; or Certify/Due:	Purpose of Collection:	Applicable To:
September 27, 2021	Level 2 SIRS data warehouse **Collection Opens**	Level 1 regional data warehouses may begin loading **2021-22 SY** student demographic, enrollment, program and associated eScholar CDW templates supporting SIRS data collection	Public School Districts, BOCES, Charter Schools, Religious and Independent (Nonpublic) Schools, Special Acts, Article 81, State Agencies, State Operated Schools
October 6, 2021	BEDS **Collection Opens**	For submitting 2021-22 BEDS IMF data.	Public School Districts, Public Schools, Charter Schools, Religious and Independent (Nonpublic) Schools
Early October, 2021	PD System **Collection Opens** (VR1-9)	(Districts and Nonpublic schools are required to certify 2021-22 data **in the PD System** as Accurate or Not Accurate by January 10, 2022.)	Public School Districts, Charter Schools, Religious and Independent (Nonpublic) Schools, Special Acts, Article 81, State Agencies, State Operated Schools

The annual memo is accompanied by the reporting Timeline. Review this early in the year to understand the schedule for reporting data to NYSED.

SED deadlines posted here are for when the RICS MUIST post data to NYSED. Your school's deadlines will be earlier in the week, month, or year.

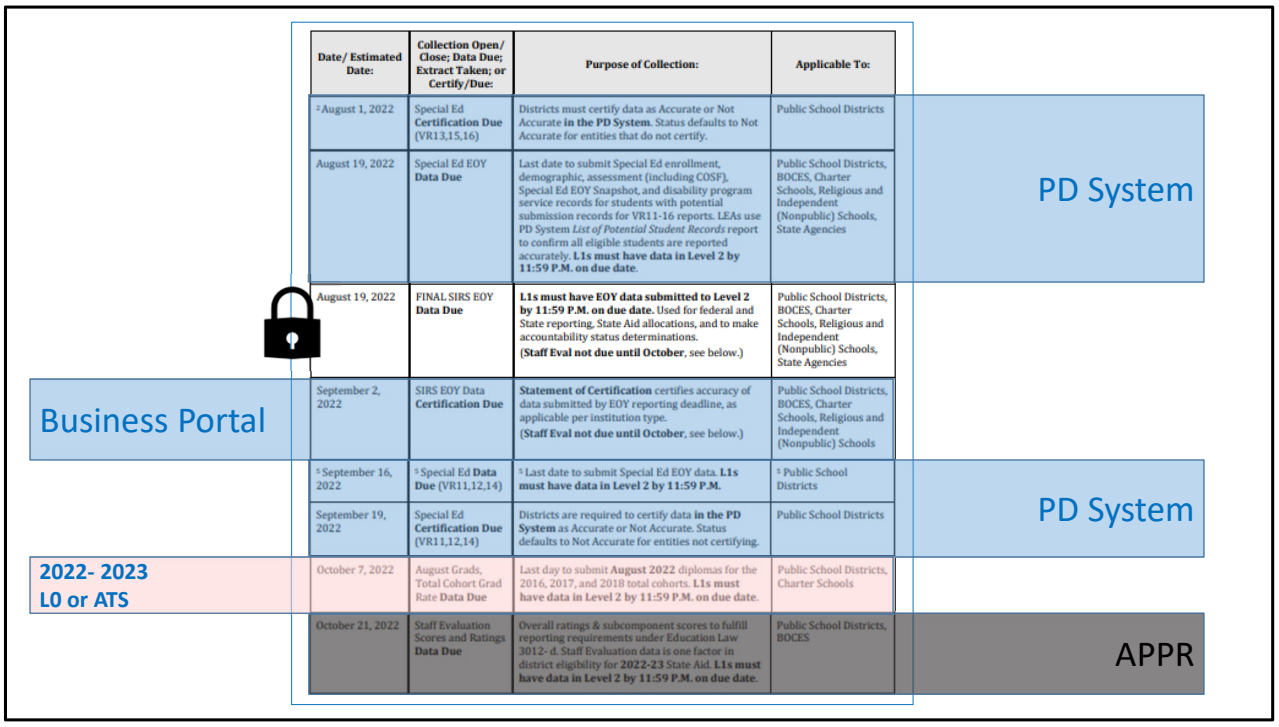
Note- the document will be updated as needed.



Date/ Estimated Date:	Collection Open/ Close; Data Due; Extract Taken; or Certify/Due:	Purpose of Collection:	Applicable To:
[10] April 1, 2022 ?	[10] Regents US History & Government (F) Pre-ID **Data Due**	[10] **(Applies only to Schools selected for sample collection for Pearson.)** L1s must have Student Enrollment, Program Service, and Demographic data in L2 **by 11:59 pm on the due date**. L2 then creates the Pre-ID File **extract for selected schools** for the Vendor to use in creating labels. **Student Class Codes:** AP U.S. History (04104) U.S. History & Government (Framework) (04101F)	[10] (Pearson sample participants ONLY) Public School Districts, Public Schools, BOCES, Charter Schools, Religious and Independent (Nonpublic) Schools, Special Acts, Article 81, State Agencies, State Operated Schools
[11] May 13, 2022	Course Instructor Assignment, Staff Snapshot, and Staff Assignment **Data Due**	[11] All applicable LEAs must **review the SIRS 328 certification report** prior to May 13, 2022. **L1s must have data in Level 2 by 11:59 pm on the due date**. For federal reporting and State School Report Cards. **Official State teacher certification match is based on May 13 data**. 2021-22 course data may be updated until SIRS closes in August.	Public School Districts, BOCES, Charter Schools
[9] May 13, 2022	Student Class Entry Exit and Student Daily Attendance **Data Due**	All student course and attendance data **must be up to date in Level 2 by 11:59 pm on the due date** and will be extracted from SIRS on May 16, 2022, for growth purposes.	[9] Public School Districts, BOCES, Charter Schools
May/June, 2022	ELL Counts and Immigrant Student Counts **Data Extract**	Counts at time of **final** data pull of ELL students enrolled in district (for Title III ELL allocations) and immigrant students enrolled in district (for Title III immigrant allocations).	Public School Districts, Charter Schools
June, 2022	Special Ed EOY reports **Collection Opens** (VR11-16)	(Districts will be required to certify data **in the PD System** as Accurate or Not Accurate by **two due dates**: August 1 (VR13,15,16) & September 19 (VR11,12,14), 2022.)	Public School Districts
July 5, 2022	Staff Evaluation **Collection Opens**	Overall ratings & subcomponent scores for districts and BOCES implementing an APPR plan under Education Law 3012-d. **(Data Due** October 21, 2022)	Public School Districts, BOCES
[5] July 29, 2022	[5] Special Ed **Data Due** (VR13,15,16)	[5] Last date to submit data populating VR13,15,16 reports. **L1s must have data in Level 2 by 11:59 pm on the due date.**	[5] Public School Districts

Colors and notes highlight the important data on each line.

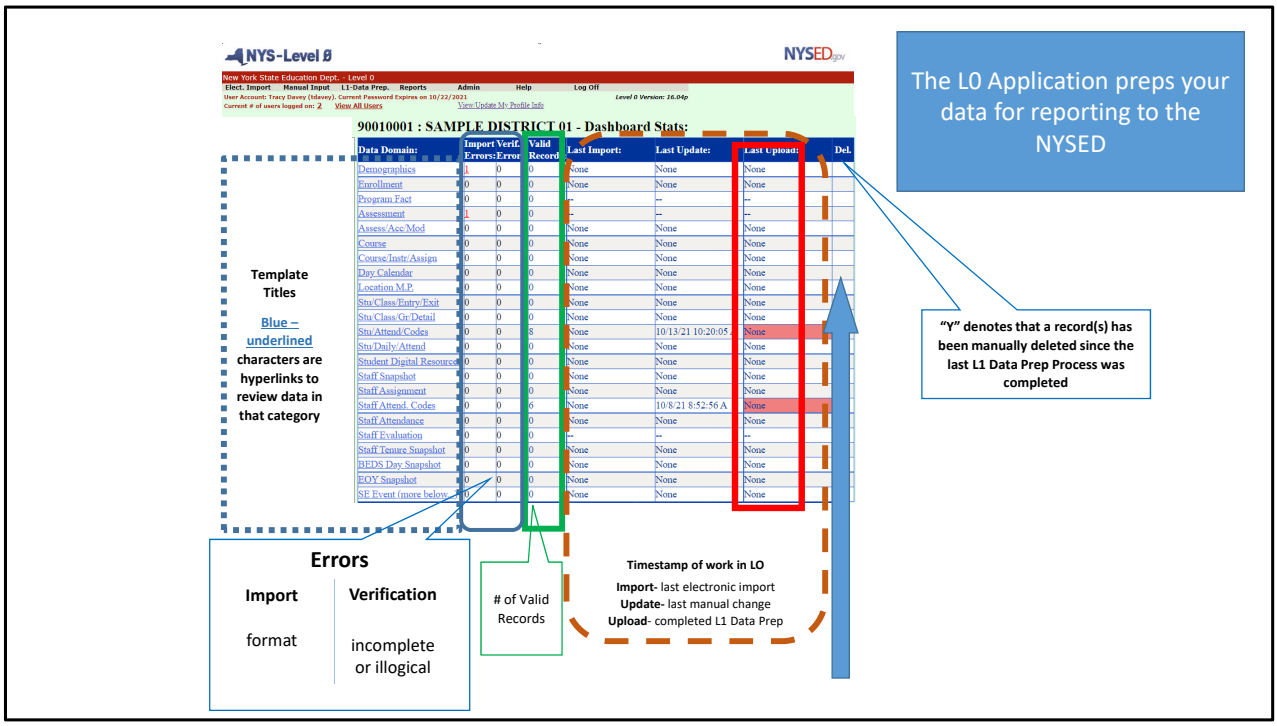
Some notes reference the start or a collection, a data extract or deadline. Know the difference and plan accordingly



Date/ Estimated Date:	Collection Open/ Close; Data Due; Extract Taken; or Certify/Due:	Purpose of Collection:	Applicable To:
[2] August 1, 2022	Special Ed **Certification Due** (VR13,15,16)	Districts must certify data as Accurate or Not Accurate **in the PD System**. Status defaults to Not Accurate for entities that do not certify.	Public School Districts
August 19, 2022	Special Ed EOY **Data Due**	Last date to submit Special Ed enrollment, demographic, assessment (including COSF), Special Ed EOY Snapshot, and disability program service records for students with potential submission records for VR11-16 reports. LEAs use PD System *List of Potential Student Records* report to confirm all eligible students are reported accurately. **L1s must have data in Level 2 by 11:59 P.M. on due date.**	Public School Districts, BOCES, Charter Schools, Religious and Independent (Nonpublic) Schools, State Agencies
August 19, 2022	FINAL SIRS EOY **Data Due**	**L1s must have EOY data submitted to Level 2 by 11:59 P.M. on due date.** Used for federal and State reporting, State Aid allocations, and to make accountability status determinations. **(Staff Eval not due until October**, see below.)	Public School Districts, BOCES, Charter Schools, Religious and Independent (Nonpublic) Schools, State Agencies
September 2, 2022	SIRS EOY Data **Certification Due**	**Statement of Certification** certifies accuracy of data submitted by EOY reporting deadline, as applicable per institution type. **(Staff Eval not due until October**, see below.)	Public School Districts, BOCES, Charter Schools, Religious and Independent (Nonpublic) Schools
[5] September 16, 2022	[5] Special Ed **Data Due** (VR11,12,14)	[5] Last date to submit Special Ed EOY data. **L1s must have data in Level 2 by 11:59 P.M.**	[5] Public School Districts
September 19, 2022	Special Ed **Certification Due** (VR11,12,14)	Districts are required to certify data **in the PD System** as Accurate or Not Accurate. Status defaults to Not Accurate for entities not certifying.	Public School Districts
October 7, 2022	August Grads, Total Cohort Grad Rate **Data Due**	Last day to submit **August 2022** diplomas for the 2016, 2017, and 2018 total cohorts. **L1s must have data in Level 2 by 11:59 P.M. on due date.**	Public School Districts, Charter Schools
October 21, 2022	Staff Evaluation Scores and Ratings **Data Due**	Overall ratings & subcomponent scores to fulfill reporting requirements under Education Law 3012-d. Staff Evaluation data is one factor in district eligibility for **2022-23** State Aid. **L1s must have data in Level 2 by 11:59 P.M. on due date.**	Public School Districts, BOCES

The close of the data warehouse is a hard stop. All data and corrections must be submitted by your RIC on August 19.

ALL of your school's data must be report and corrected ON AN EARLIER DATE. KNOW THAT DATE. No knowing is not an excuse.



ESBOCES report on how to read the L0 dashboard.
https://nyccharterdatacentral.esboces.org/Portals/0/Documents/Resources/Training%20Materials/How%20to%20read%20L0%20dashboard.pdf?ver=Z3Pd6csm8sV9elH2vU-hug%3d%3d

This is a thousand + words. Learn how to read this in order to stay on top of your reporting.

But, is the data in L2RPT

2021-22 EOY SIRS Data Reports

Entities that may have data to review:

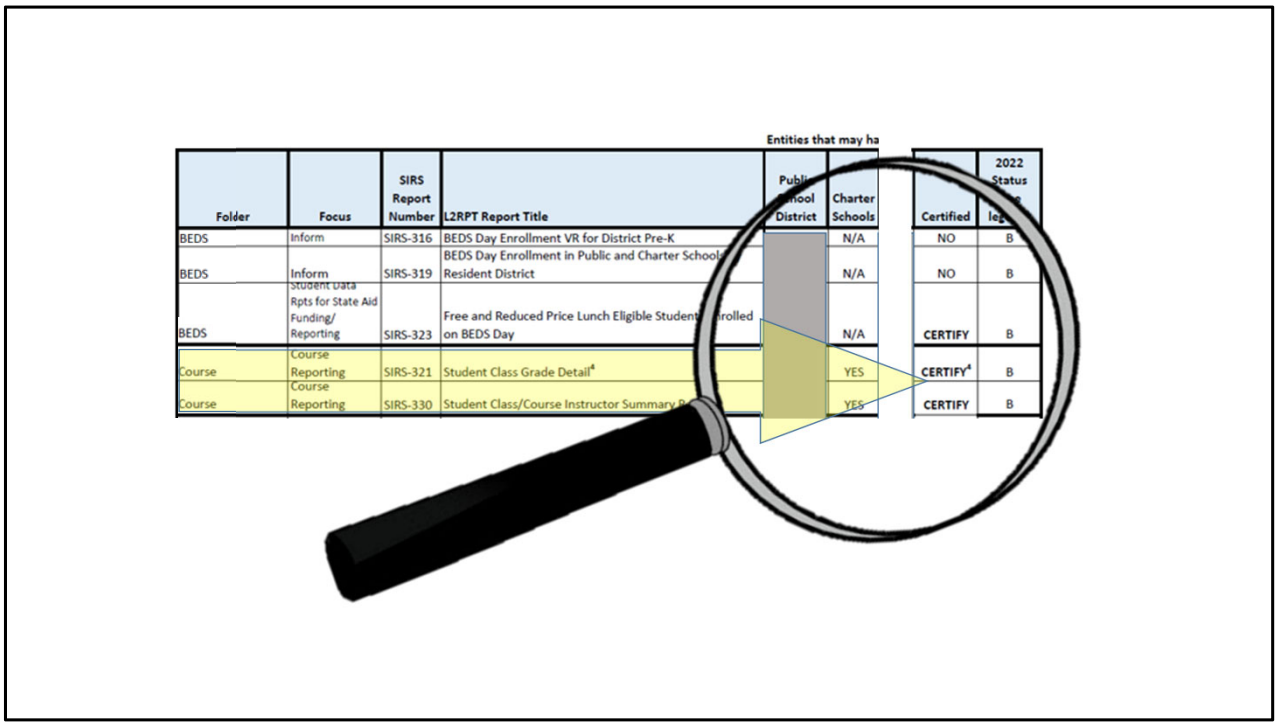
Folder	Focus	SIRS Report Number	L2RPT Report Title	Public School District	Charter Schools	BOCES	Non-Public and Article 81 Schools	Special Act School Districts	NYS Operated Schools	State Agencies	Certified	2022 Status (see legend)
BEDS	Inform	SIRS-316	BEDS Day Enrollment VR for District Pre-K		N/A						NO	B
BEDS	Inform	SIRS-319	BEDS Day Enrollment in Public and Charter Schools by Resident District		N/A						NO	B
BEDS	Student Data Rpts for State Aid Funding/ Reporting	SIRS-323	Free and Reduced Price Lunch Eligible Students Enrolled on BEDS Day		N/A						CERTIFY	B
Course	Course Reporting	SIRS-321	Student Class Grade Recall		YES						CERTIFY[4]	B
Course	Course Reporting	SIRS-330	Student Class Course Instructor Summary Report		YES						CERTIFY	B
CTE	Perkins Funding	SIRS-305	Career and Technical Education Report		N/A						CERTIFY	B
CTE	Perkins Funding	SIRS-345	Concentrator Outcomes in NYSED-Approved Programs Report[1]		N/A						CERTIFY[1]	B
Higher Ed Programs	Program Office Reporting	SIRS-655	Annual Higher Ed Programs Summary Report		N/A						NO[1,2]	B
Reasonableness	Data Gaps	SIRS-401	Reasonableness Flags		YES						NO	B
Reasonableness	Data Gaps	SIRS-405	Data Assessment At-A-Glance Report		YES						NO	B
Staff	APPR/ PMF/State & Federal Reporting	SIRS-318	Staff Assignment VR		YES						CERTIFY	B
Staff	APPR/ PMF/State & Federal Reporting	SIRS-320	Staff Snapshot VR		YES						CERTIFY	B
Staff	APPR/ PMF/State & Federal Reporting	SIRS-322	Staff Tenure VR		N/A						CERTIFY	B

End of Year Checklist Page 3

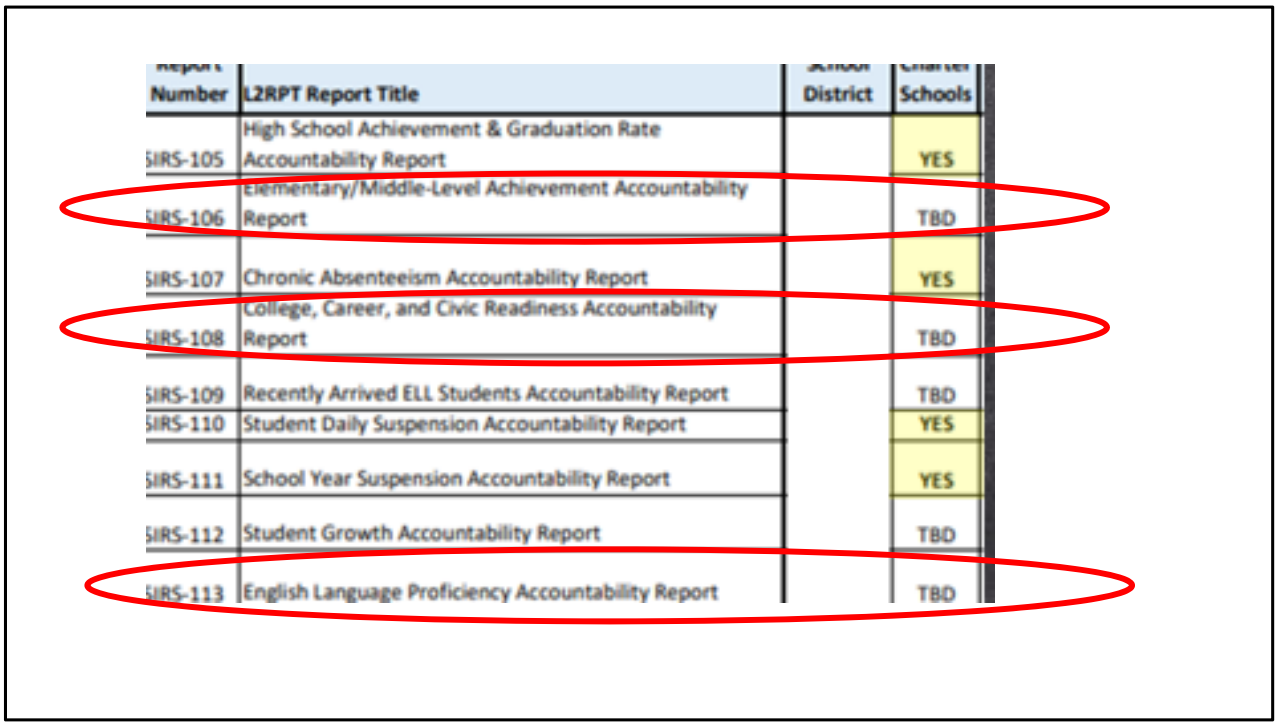
Coming soon

2021 - 2022

NYSED publishes this list to help schools prepare for the closing of the data warehouse. The CEO of each District/charter school/BOCES must certify the school's data by September 2, 2022. In order to know the accuracy of the data, certain reports need to be reviewed.

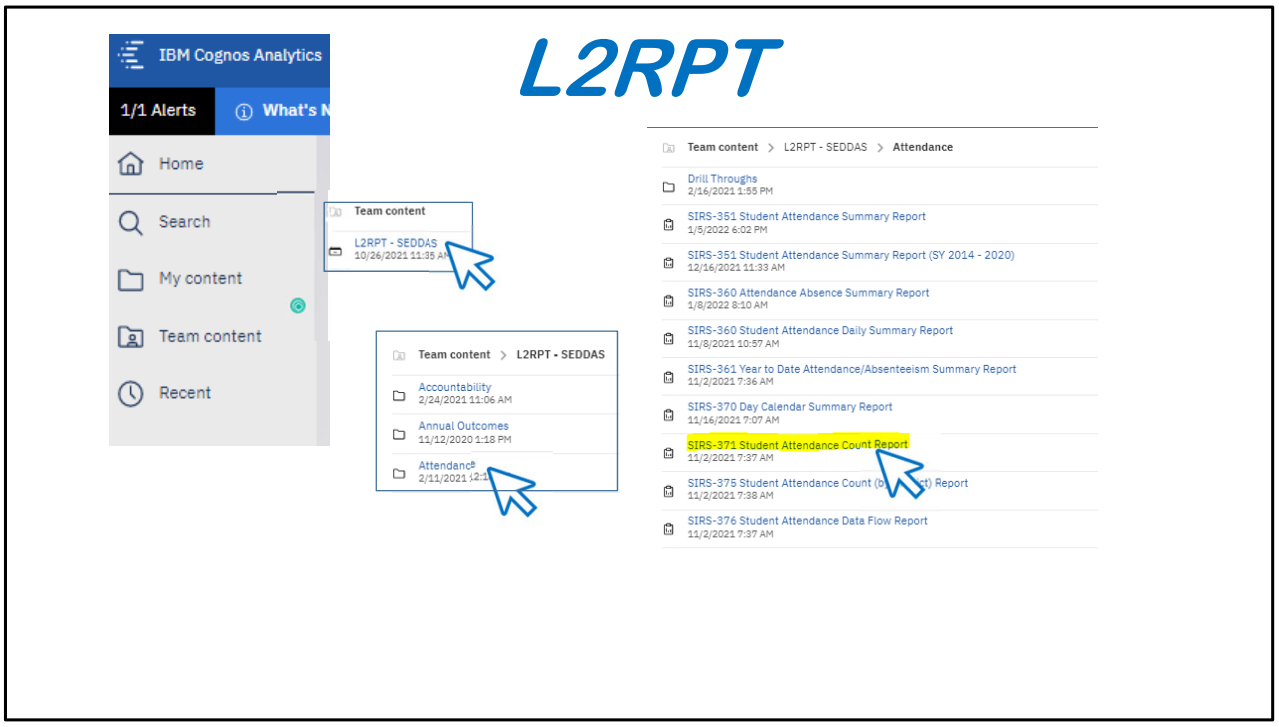


Review each list carefully to ensure the correct reports are verified. Review that document during the next school year can be helpful when planning the reporting of data listed in the SIRS Timeline.

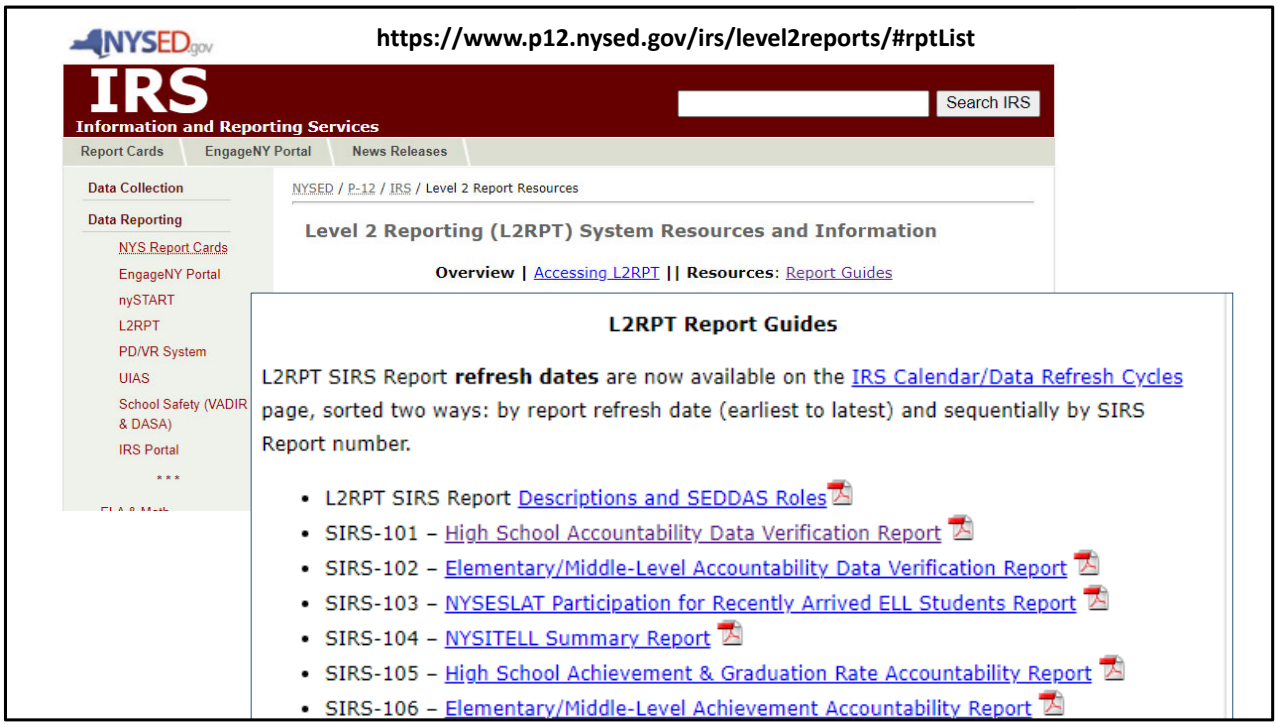


Number	L2RPT Report Title	District	Schools
SIRS-105	High School Achievement & Graduation Rate Accountability Report		YES
SIRS-106	Elementary/Middle-Level Achievement Accountability Report		TBD
SIRS-107	Chronic Absenteeism Accountability Report		YES
SIRS-108	College, Career, and Civic Readiness Accountability Report		TBD
SIRS-109	Recently Arrived ELL Students Accountability Report		TBD
SIRS-110	Student Daily Suspension Accountability Report		YES
SIRS-111	School Year Suspension Accountability Report		YES
SIRS-112	Student Growth Accountability Report		TBD
SIRS-113	English Language Proficiency Accountability Report		TBD

Examples of other reports that need to be verified for the end of the year certification.



This screen shows the basic structure of folders in L2RPT to help you maneuver around the site.



In side of every report in eth lower right hand corner you can use a hyperlink to SED's website to review the information about the report: the source of data, business rules about calculations, etc.

New York State Education Department

BEDS Day Enrollment Verification Report by Location of Enrollment & Student Subgroup

Data Contained in the Student Information Repository System

School Year: 2021-22
District Name:
School Location: District BEDS Total
Finish

SIRS 313

Reporting Date: October 06, 2021 (BEDS Day)
Data Refresh Date: May 14, 2022

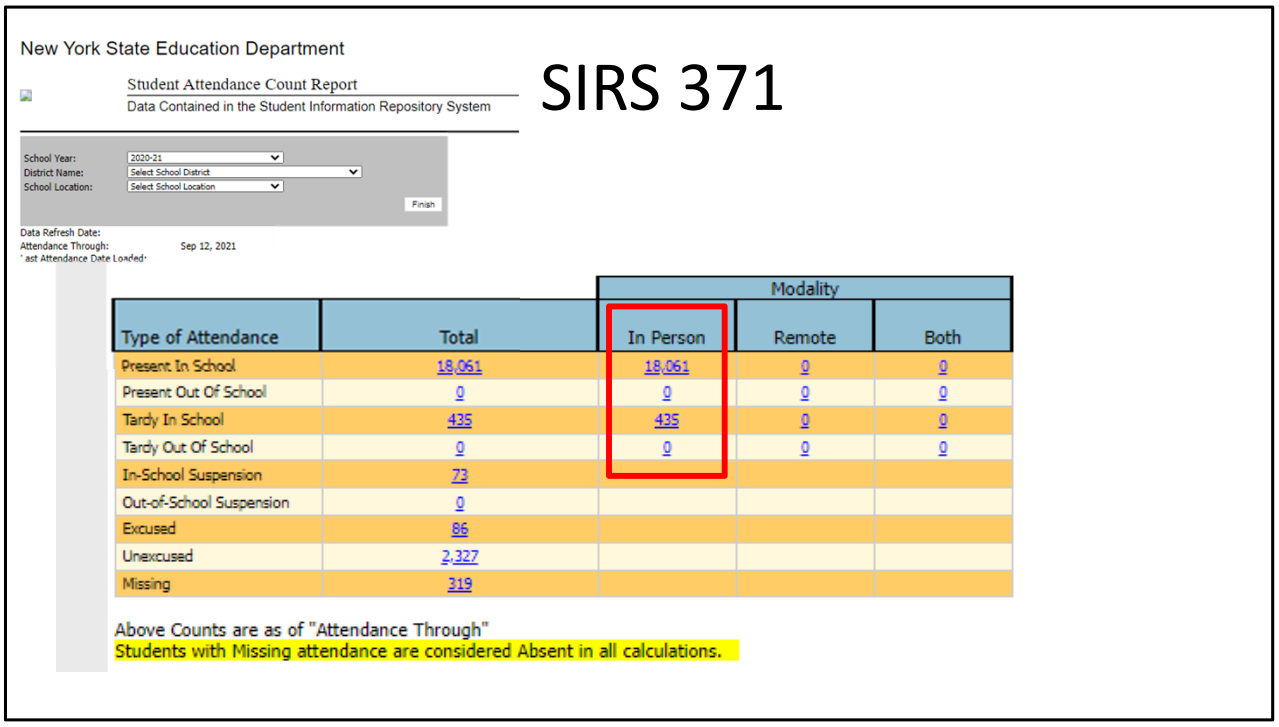
Student Subgroup (accountability subgroups are marked with an asterisk (*))	BEDS DAY ENROLLMENT by GRADE																				
	Total (PreK-12, UGE, UGS)	Pre-Kinder-garten Half-day	Pre-Kinder-garten Full-day	Kinder-garten Half-day	Kinder-garten Full-day	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Ungraded Elementary (UGE)	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12	Ungraded Secondary (UGS)	Enrollment in HS Grades
***All Students**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Female	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Male	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
*American Indian/Alaska Native	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
*Black	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
*Hispanic	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
*Asian/Pacific Islander	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
*White	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
*Multiracial	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
General Education Students	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
*Students with Disabilities	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Not English Language Learner	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
*English Language Learner	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Formerly English Language Learner	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
*Economically Disadvantaged	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Not Economically Disadvantaged	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Not Migrant	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Homeless	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Not Homeless	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Sample BEDS Day enrollment report.

This list counts of all students at the school by subgroups and breaks down each grade level.

Note the subgroup Non-Migrant above, has one line will showing all students as not identified as being from a Migrant-worker family. Other subgroups will show you the exact number of students within a subgroup and those not: Economically Disadvantaged and Not Economically Disadvantaged. Each category has a hyperlink to that this easiest way to review this data is to use the hyperlink in the upper-left hand corner of the chart (the largest #) downloading this to Excel allows you to see all student and their identification in subgroups by columns which can easily be sorted to filtered on.

SIRS 371



New York State Education Department

Student Attendance Count Report

Data Contained in the Student Information Repository System

School Year: 2020-21

District Name: Select School District

School Location: Select School Location

Finish

Data Refresh Date:

Attendance Through: Sep 12, 2021

Last Attendance Date Loaded:

Type of Attendance	Total	Modality		
		In Person	Remote	Both
Present In School	18,061	18,061	0	0
Present Out Of School	0	0	0	0
Tardy In School	435	435	0	0
Tardy Out Of School	0	0	0	0
In-School Suspension	73			
Out-of-School Suspension	0			
Excused	86			
Unexcused	2,327			
Missing	319			

Above Counts are as of "Attendance Through"

Students with Missing attendance are considered Absent in all calculations.

It is recommended that the first step in verifying attendance data is to review the SIRS 371 , record count report. This will allow you to quickly confirm that the L2 has the expected number of records reported in L0.

ESBOCES SDA YouTube webinar: https://www.youtube.com/watch?v=kwVoUbZFsdE

COGNOS

udent	Grade	Date	Local Attendance Code	Local Attendance Description	State Attendance Code	State Attendance Description	Modality
	01	Sep 1, 2020			MISSING	Missing	
	07	Sep 1, 2020			MISSING	Missing	
	08	Sep 1, 2020			MISSING	Missing	
	01	Sep 1, 2020			MISSING	Missing	
	03	Sep 1, 2020			MISSING	Missing	
	01	Sep 1, 2020			MISSING	Missing	
	05	Sep 1, 2020			MISSING	Missing	
	01	Sep 1, 2020			MISSING	Missing	
	02	Sep 1, 2020			MISSING	Missing	
	08	Sep 1, 2020			MISSING	Missing	
	04	Sep 1, 2020			MISSING	Missing	
	KF	Sep 1, 2020			MISSING	Missing	
	06	Sep 1, 2020			MISSING	Missing	
	03	Sep 1, 2020			MISSING	Missing	
	08	Sep 1, 2020			MISSING	Missing	
	01	Sep 1, 2020			MISSING	Missing	
	03	Sep 1, 2020			MISSING	Missing	
	02	Sep 1, 2020			MISSING	Missing	
	03	Sep 1, 2020			MISSING	Missing	
	06	Sep 1, 2020			MISSING	Missing	

In the upper right=-hand corner of every report in Cognos has options for how to print or save the data. If you want it in EXCEL, be sure to use the RUN EXCEL DATA option. This will be just data, the other report will look like the screen and be difficult to work with because of merged cells and graphics.

Student Daily Attendance
The largest file.

Students	889
Days of school/enrolled	x 180
Record count	160,020
I/O Suspensions	+ 111
Total records	160,131

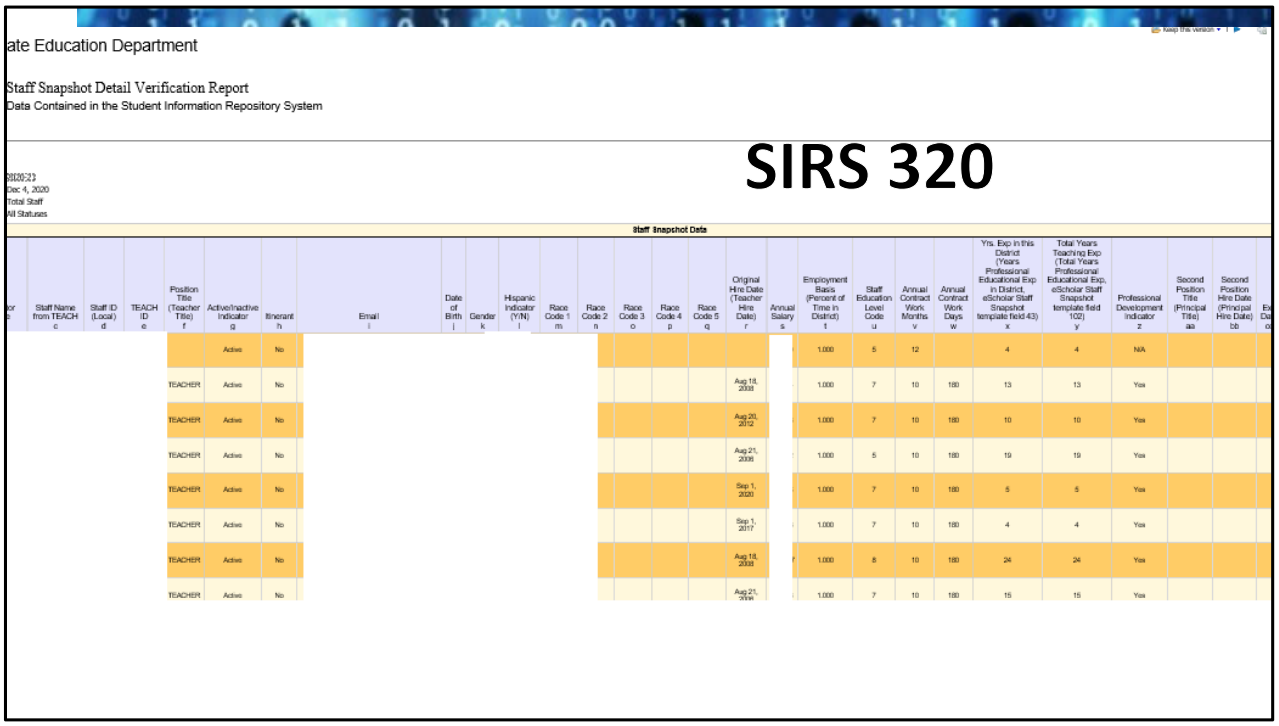
SED needs an attendance record for every student on every day of school. SDA also collects suspension data so…

- For a school with an average daily enrollment of 889 students and 180 days of school, you can estimate that you will need 160,020 SDA records before the data warehouse closes next summer.
- If you have 111 suspensions, you will actually have 160,131 SDA records to report.

Daily Attendance needs to be collected accurately every day, hopefully electronically, and should be loaded to SIRS (via Level 0) periodically (weekly, monthly, quarterly), you choose but please make the end of year reporting process as easy as possible by working on this throughout the year.

Check the Day Calendar- this report was certified during the 2020-21 SY.

Errors in the Day Calendar can erroneously flag students in the count of Chronic Absenteeism. A day listed as Instructional but missing actual attendance data will be calculated as negative attendance, absences for every student. Students on the cusp of actually being chronically absent, might be pushed onto that list.



ate Education Department

Staff Snapshot Detail Verification Report
Data Contained in the Student Information Repository System

SIRS 320

2020/23
Dec 4, 2020
Total Staff
All Statuses

Staff Snapshot Data

Staff Name from TEACH c	Staff ID (Local) d	TEACH ID e	Position Title (Teacher Title) f	Active/Inactive Indicator g	Itinerant h	Email i	Date of Birth j	Gender k	Hispanic Indicator (Y/N) l	Race Code 1 m	Race Code 2 n	Race Code 3 o	Race Code 4 p	Race Code 5 q	Original Hire Date (Teacher Hire Date) r	Annual Salary s	Employment Basis (Percent of Time in District) t	Staff Education Level Code u	Annual Contract Work Months v	Annual Contract Work Days w	Yrs. Exp in this District (Years Professional Educational Exp in District, eScholar Staff Snapshot template field 43) x	Total Years Teaching Exp (Total Years Professional Educational Exp, eScholar Staff Snapshot template field 102) y	Professional Development Indicator z	Second Position Title (Principal Title) aa	Second Position Hire Date (Principal Hire Date) bb
				Active	No												1.000	5	12		4	4	N/A			
			TEACHER	Active	No										Aug 18, 2008		1.000	7	10	180	13	13	Yes			
			TEACHER	Active	No										Aug 20, 2012		1.000	7	10	180	10	10	Yes			
			TEACHER	Active	No										Aug 21, 2006		1.000	5	10	180	19	19	Yes			
			TEACHER	Active	No										Sep 1, 2020		1.000	7	10	180	5	5	Yes			
			TEACHER	Active	No										Sep 1, 2017		1.000	7	10	180	4	4	Yes			
			TEACHER	Active	No										Aug 18, 2008		1.000	8	10	180	24	24	Yes			
			TEACHER	Active	No										Aug 21, 2006		1.000	7	10	180	15	15	Yes			

SIRS 320 is a review of all reported Staff Snapshots.

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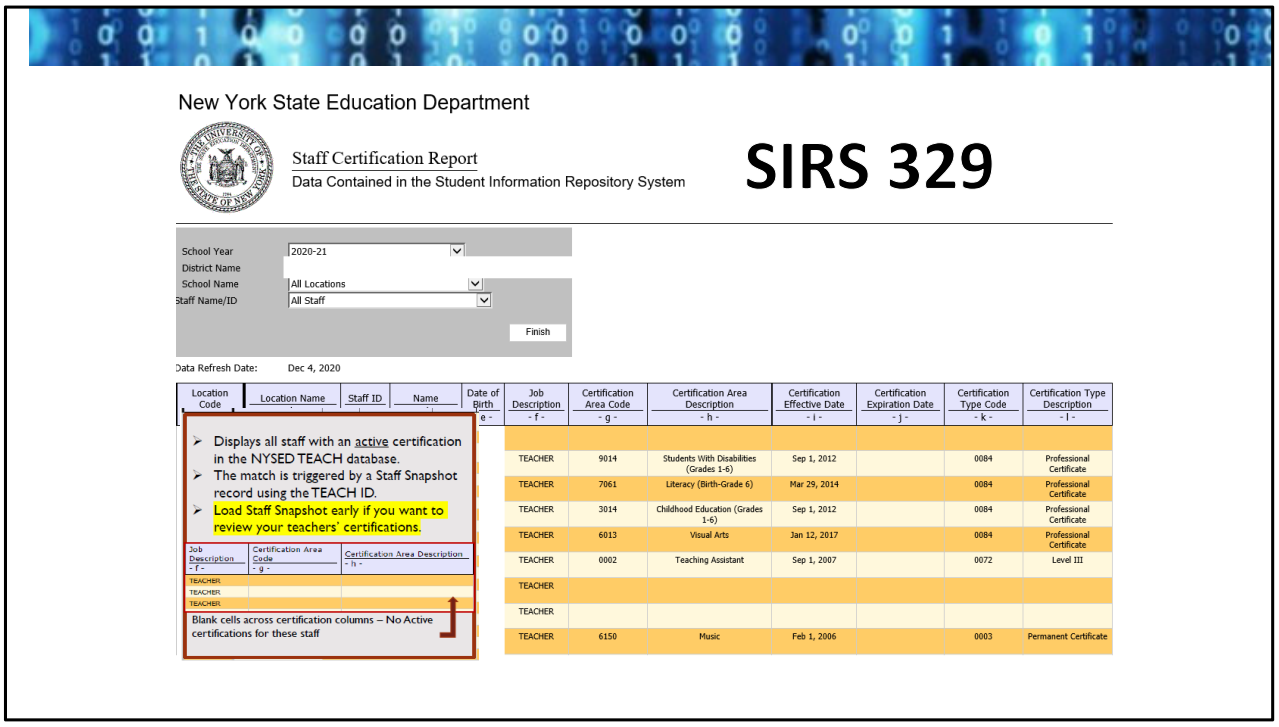
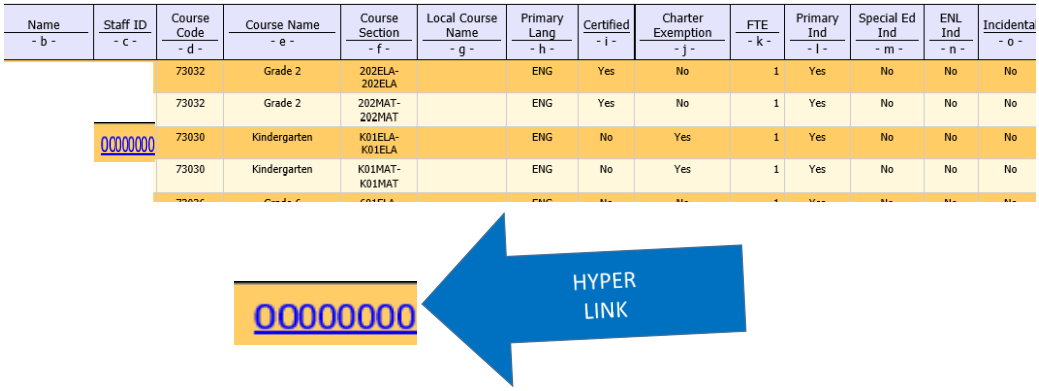


View of the SIRS 329 report. From the prompts at the top, you can choose to All staff or view only certifications or staff without certifications.

Teachers with multiple certifications will have one line per certification.

ESBOCES YouTube Out of Cert webinar:
https://www.youtube.com/watch?v=RLb9EQAJQTw

SIRS 328

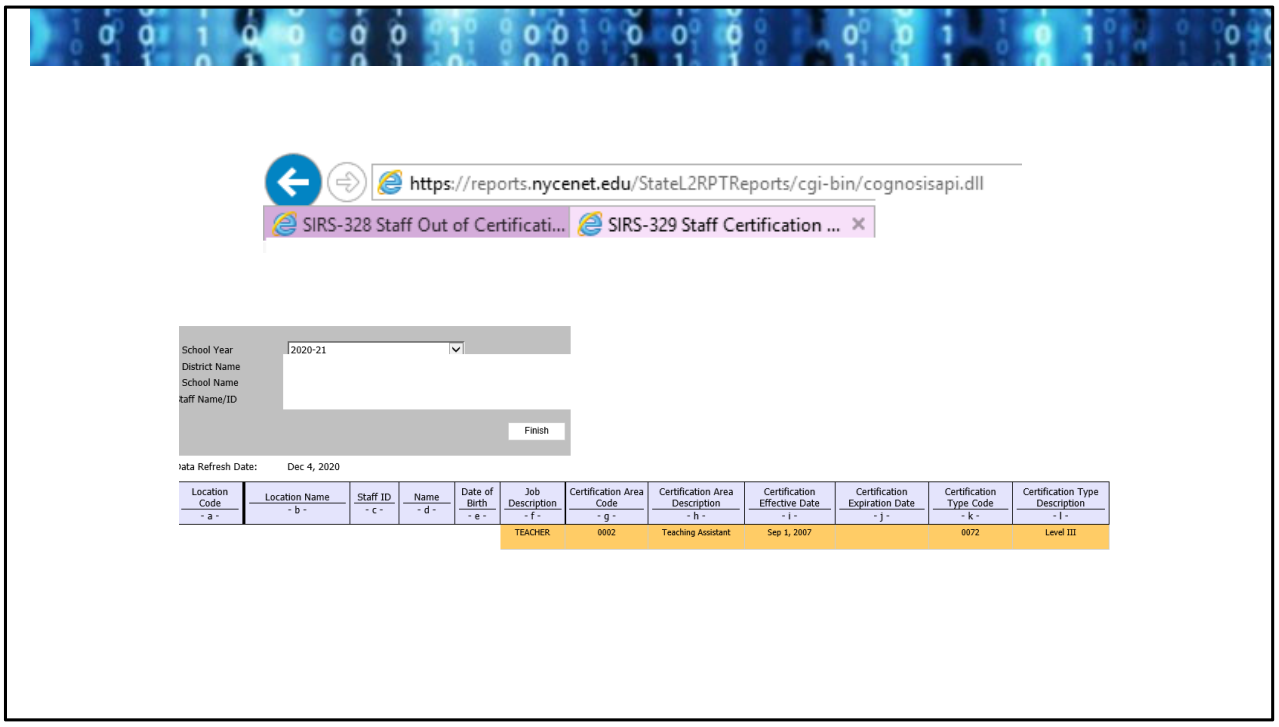


Name - b -	Staff ID - c -	Course Code - d -	Course Name - e -	Course Section - f -	Local Course Name - g -	Primary Lang - h -	Certified - i -	Charter Exemption - j -	FTE - k -	Primary Ind - l -	Special Ed Ind - m -	ENL Ind - n -	Incidenta - o -
		73032	Grade 2	202ELA-202ELA		ENG	Yes	No	1	Yes	No	No	No
		73032	Grade 2	202MAT-202MAT		ENG	Yes	No	1	Yes	No	No	No
	00000000	73030	Kindergarten	K01ELA-K01ELA		ENG	No	Yes	1	Yes	No	No	No
		73030	Kindergarten	K01MAT-K01MAT		ENG	No	Yes	1	Yes	No	No	No

SIRS 328- shows the teaching assignments from Course Instructor Assignment and whether or not the teacher is certified for each course they teach. Someone could be erroneously flagged as out of cert if the correct indicators about their assignment are not flagged in the CIA record: i.e. a CSE teacher can be assigned to Geometry but if they are flagged as the Primary teacher, the certification match looks for math certification in Geometry and they would be out of cert. If the teacher is there to work with IEP students, they are probably not the primary teacher but should have the SPED Indicator tagged. Same goes for ENL teachers in various topics. Correcting this is done in Level 0.

The report also shows if the Certification exemption was reported in the Staff Snapshot. ONLY teachers hired as a certification exemption (not certified) need this. ALL certified teachers can be assigned courses outside of their certification at charter schools: they are not exempt from being certified because they are certified BUT they will appear on this report and in US ED & public reporting on the school's count of out of cert because they are teaching outside of their specific cert.

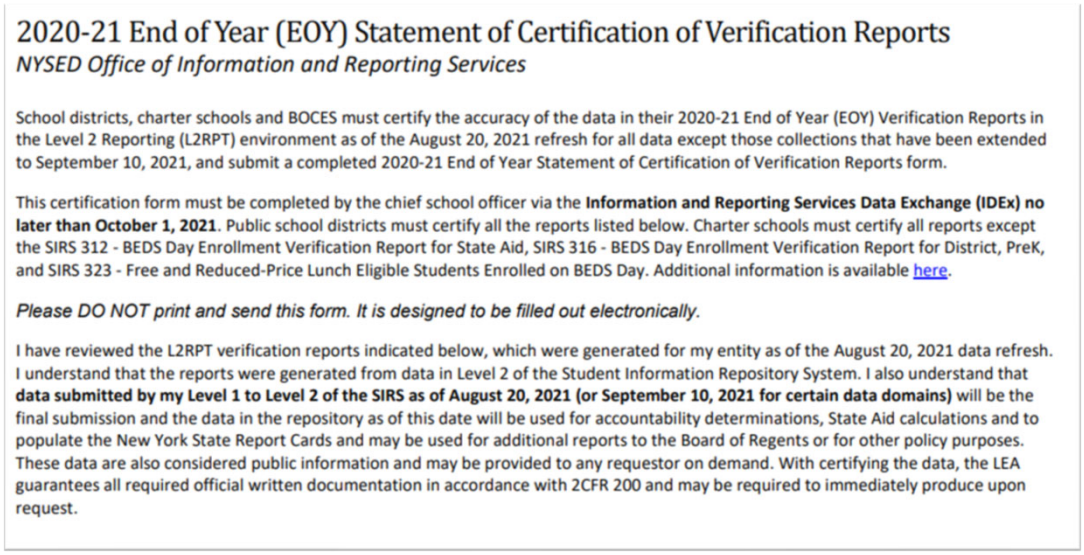
All blue underlined numbers/text are hyperlinks that drill down into the data. On the SIRS 328, this link will open the SIRS 329, listing certifications.



After tapping on the TEACH ID in eth SIRS 328 will open another tab of the browser to the SIRS 329 report to show that teacher's certification(s).

Once open, you can use the prompts on the screen to view all teachers and easily verify the rest of the SIRS 328 report.

EOY Certification Form



2020-21 End of Year (EOY) Statement of Certification of Verification Reports

NYSED Office of Information and Reporting Services

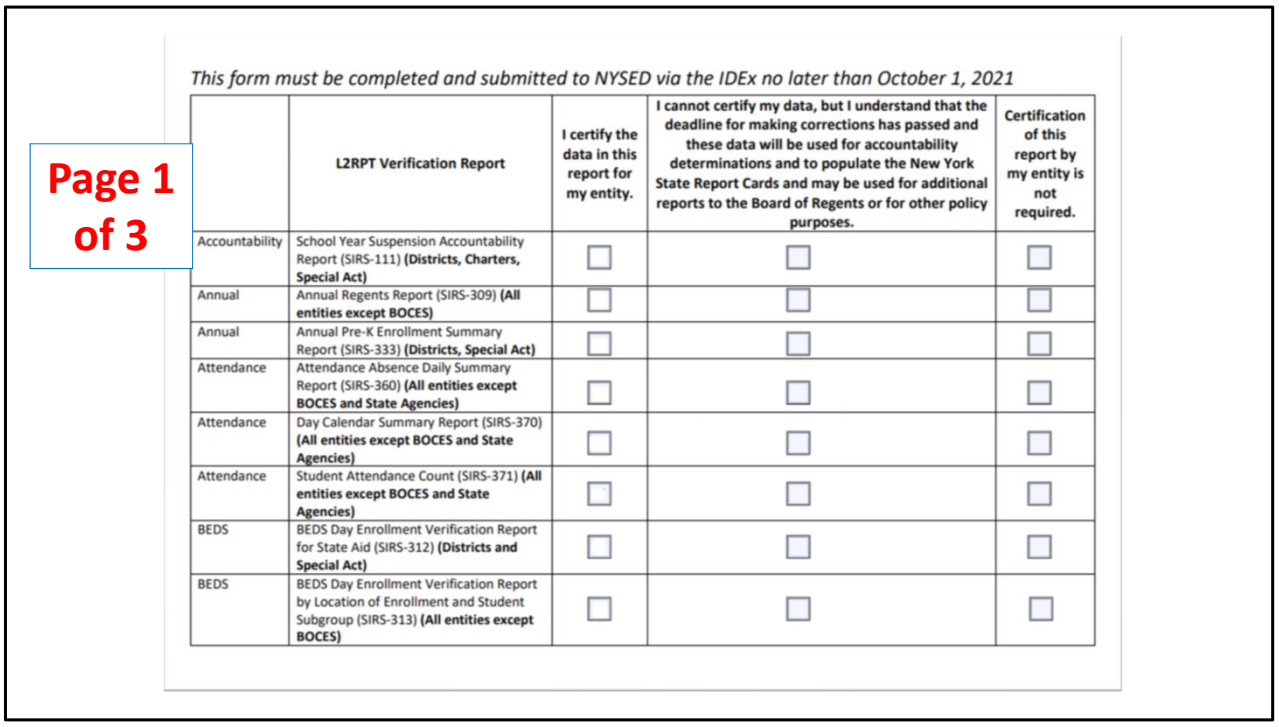
School districts, charter schools and BOCES must certify the accuracy of the data in their 2020-21 End of Year (EOY) Verification Reports in the Level 2 Reporting (L2RPT) environment as of the August 20, 2021 refresh for all data except those collections that have been extended to September 10, 2021, and submit a completed 2020-21 End of Year Statement of Certification of Verification Reports form.

This certification form must be completed by the chief school officer via the **Information and Reporting Services Data Exchange (IDEx) no later than October 1, 2021**. Public school districts must certify all the reports listed below. Charter schools must certify all reports except the SIRS 312 - BEDS Day Enrollment Verification Report for State Aid, SIRS 316 - BEDS Day Enrollment Verification Report for District, PreK, and SIRS 323 - Free and Reduced-Price Lunch Eligible Students Enrolled on BEDS Day. Additional information is available here.

Please DO NOT print and send this form. It is designed to be filled out electronically.

I have reviewed the L2RPT verification reports indicated below, which were generated for my entity as of the August 20, 2021 data refresh. I understand that the reports were generated from data in Level 2 of the Student Information Repository System. I also understand that **data submitted by my Level 1 to Level 2 of the SIRS as of August 20, 2021 (or September 10, 2021 for certain data domains)** will be the final submission and the data in the repository as of this date will be used for accountability determinations, State Aid calculations and to populate the New York State Report Cards and may be used for additional reports to the Board of Regents or for other policy purposes. These data are also considered public information and may be provided to any requestor on demand. With certifying the data, the LEA guarantees all required official written documentation in accordance with 2CFR 200 and may be required to immediately produce upon request.

View of the 2020-21 EOY certification. The language at the top of the 2021-22 form will very likely be similar to.



Page 1 of 3

This form must be completed and submitted to NYSED via the IDEx no later than October 1, 2021

	L2RPT Verification Report	I certify the data in this report for my entity.	I cannot certify my data, but I understand that the deadline for making corrections has passed and these data will be used for accountability determinations and to populate the New York State Report Cards and may be used for additional reports to the Board of Regents or for other policy purposes.	Certification of this report by my entity is not required.
Accountability	School Year Suspension Accountability Report (SIRS-111) **(Districts, Charters, Special Act)**	☐	☐	☐
Annual	Annual Regents Report (SIRS-309) **(All entities except BOCES)**	☐	☐	☐
Annual	Annual Pre-K Enrollment Summary Report (SIRS-333) **(Districts, Special Act)**	☐	☐	☐
Attendance	Attendance Absence Daily Summary Report (SIRS-360) **(All entities except BOCES and State Agencies)**	☐	☐	☐
Attendance	Day Calendar Summary Report (SIRS-370) **(All entities except BOCES and State Agencies)**	☐	☐	☐
Attendance	Student Attendance Count (SIRS-371) **(All entities except BOCES and State Agencies)**	☐	☐	☐
BEDS	BEDS Day Enrollment Verification Report for State Aid (SIRS-312) **(Districts and Special Act)**	☐	☐	☐
BEDS	BEDS Day Enrollment Verification Report by Location of Enrollment and Student Subgroup (SIRS-313) **(All entities except BOCES)**	☐	☐	☐

A view of the EOY certification form to be completed by the CEO in IDEX.

The school needs to choose a box for each line:

1- Certify [accurate]

2- Cannot certify (use this if it is known that the data is incomplete/inaccurate)

3- Certification of this report is not required (i.e. line 2: K-5 schools that do not offer Regents courses is not required to certify Regents results)

Handout, you're welcome.

This should be enough information for any teacher or non-teacher to log into TAA and start reviewing their ePMF data and for teachers to self report their assignments.