PSIS

Public School Information System

2011-2012
PUBLIC SCHOOL INFORMATION SYSTEM OVERVIEW

"No, you weren't downloaded.
You were born."

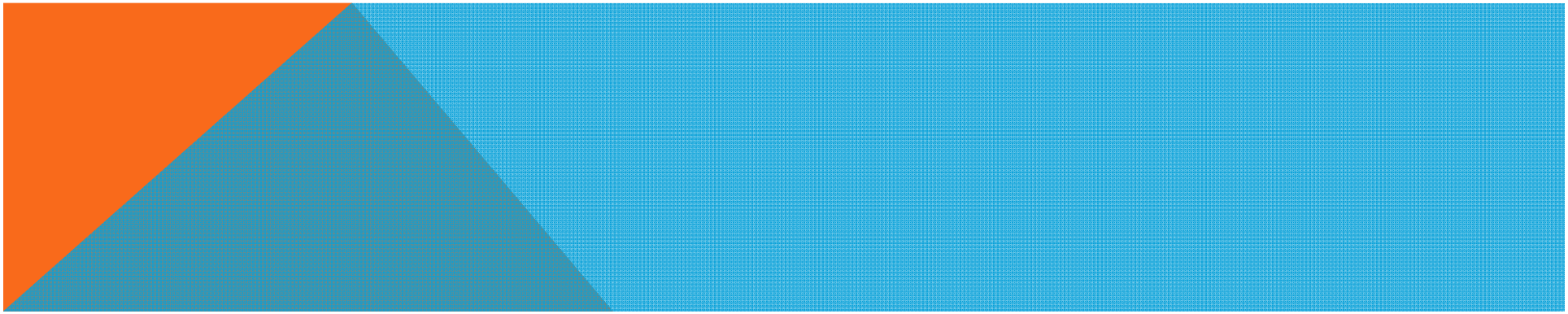
PSIS TEAM

WHO'S HERE?

PSIS TEAM

REGISTRATION

COMPONENT	PRIMARY CONTACT	SECONDARY CONTACT
Register Module (including summer rollup)	Kendra Shakir (860) 713-6896 kendra.shakir@ct.gov	Keryn Felder (860) 713-6833 keryn.felder@ct.gov



PSIS TEAM

COLLECTION

COMPONENT	PRIMARY CONTACT	SECONDARY CONTACT
OCTOBER 2010 AND LATER	Keryn Felder (860) 713-6833 keryn.felder@ct.gov	Kendra Shakir (860) 713-6896 kendra.shakir@ct.gov

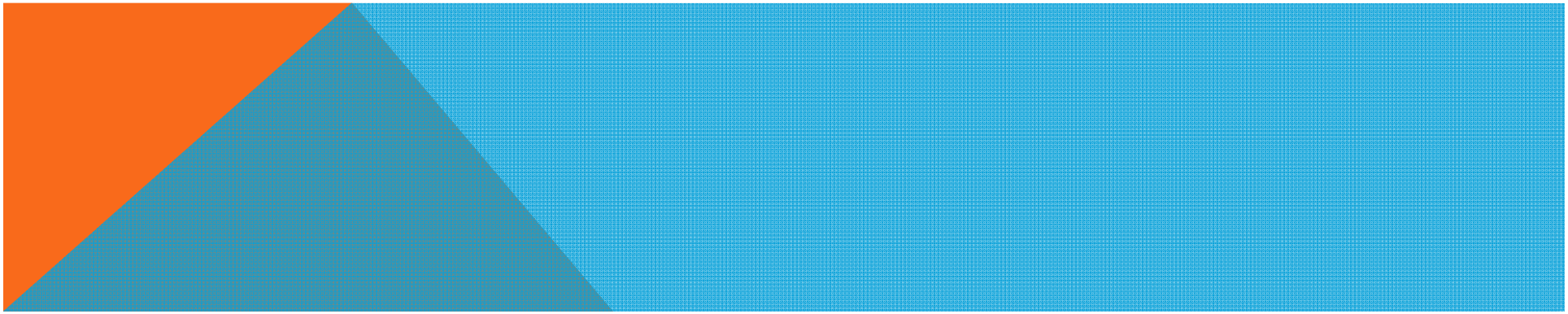
October collections prior to October 2010

David Twedt
Office of Grants Management
(860) 713-6492
David.twedt@ct.gov

PSIS TEAM

COLLECTION

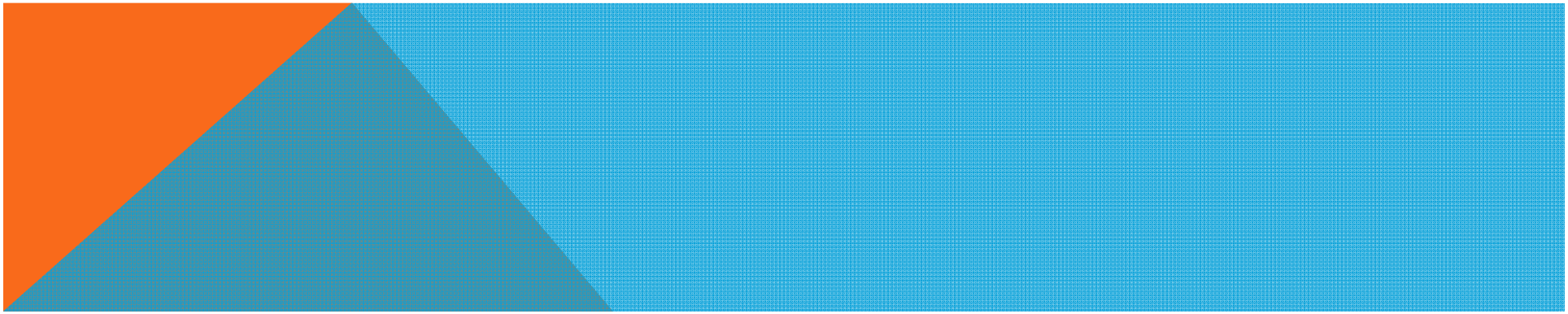
COMPONENT	PRIMARY CONTACT	SECONDARY CONTACT
JANUARY	Kendra Shakir (860) 713-6896 kendra.shakir@ct.gov	Marquélle L. Middleton (860) 713-6877 marquelle.middleton@ct.gov



PSIS TEAM

COLLECTION

COMPONENT	PRIMARY CONTACT	SECONDARY CONTACT
JUNE	Marquélle L. Middleton (860) 713-6877 marquelle.middleton@ct.gov	Kendra Shakir (860) 713-6896 kendra.shakir@ct.gov



PSIS TEAM

TECHNICAL SUPPORT

REGISTRATION	COLLECTIONS
David Williamson (860) 713-6610 David.williamson@ct.gov	Kevin Graham (860) 713-6610 Kevin.graham@ct.gov

THANKS GUYS!

PSIS TEAM

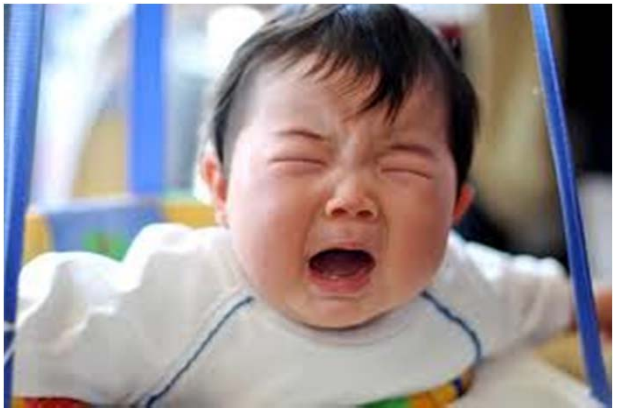
SUPPORT STAFF

- Renee Brousseau
- Jayne Smalls
- Yvonne Dillon-Terry

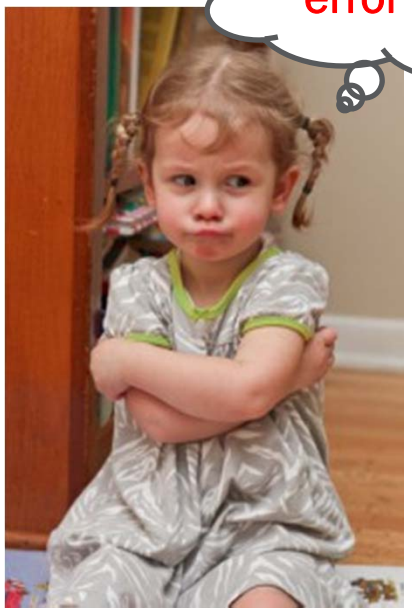
THANK YOU LADIES!

NO NEW SYSTEM FOR 2011-2012

My batch disappeared!



Where's my error report?



I keep getting a page crash!

THUNDEROUS APPLAUSE!

PSIS
UPDATES FOR 2011-2012

DOMINANT LANGUAGE CODES

- 20 - Chinese – Eliminated
  - 101-Cantonese
  - 121-Mandarin

AVAILABLE IN SEPTEMBER

PSIS
UPDATES FOR 2011-2012

ENGLISH LANGUAGE LEARNER (ELL) PROGRAM CODES

- APPENDIX A
  2011-2012 Record Layout

MICHAEL SABADOS
(860) 713-6856
Michael.sabados@ct.gov

AVAILABLE IN SEPTEMBER

PSIS
UPDATES FOR 2011-2012

Prekindergarten (PreK) Program Codes

- APPENDIX B
  2011-2012 Record Layout

AVAILABLE IN SEPTEMBER

PSIS UPDATES FOR 2011-2012

NEW DATA EXCEPTIONS

- **School Readiness (District Level)**
  - **# of students reported vs # of authorized slots**
- **BTECH (Student Level)**
  - **Students reported vs BTECH roster**
- **Homeless-Unaccompanied Youth (Student Level)**
  - **If you report a student as homeless you will be asked if the student is also an unaccompanied youth.**

PSIS
UPDATES FOR 2011-2012

DATA EXCEPTION for students identified as Homeless.

Unaccompanied Youth

"Any youth not in the physical custody of a parent or guardian."

PSIS
UPDATES FOR 2011-2012

Does my district have any unaccompanied youth?

District Homeless Liaison
Available on Helpsite October 2011

LOUIS TALLARITA
(860) 807-2058
Louis.tallarita@ct.gov

TIMELINES

REGISTRATION MODULE –SUMMER ROLL UP 2011

Summer Rollup 2011 –

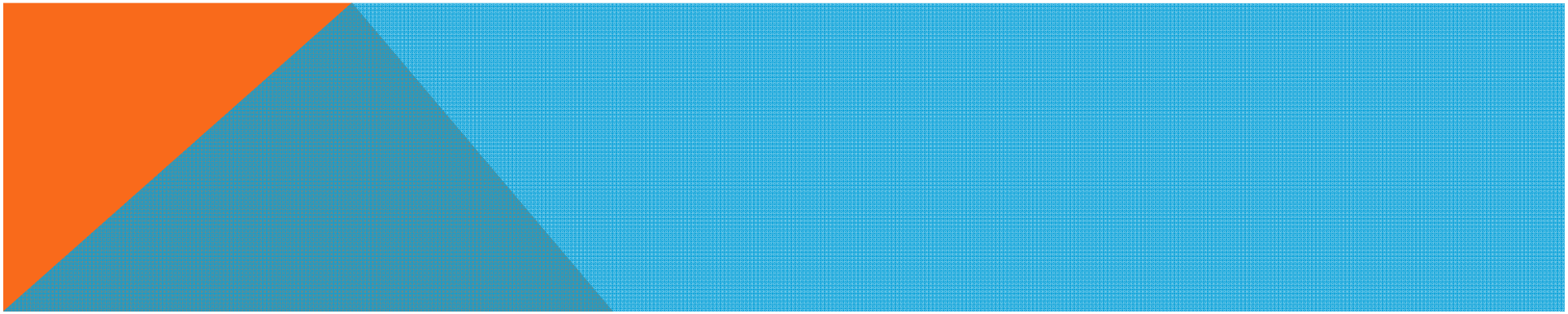
New Students: (R)egister

- Existing Students: (C)hange

Retained Students Do not include if unchanged

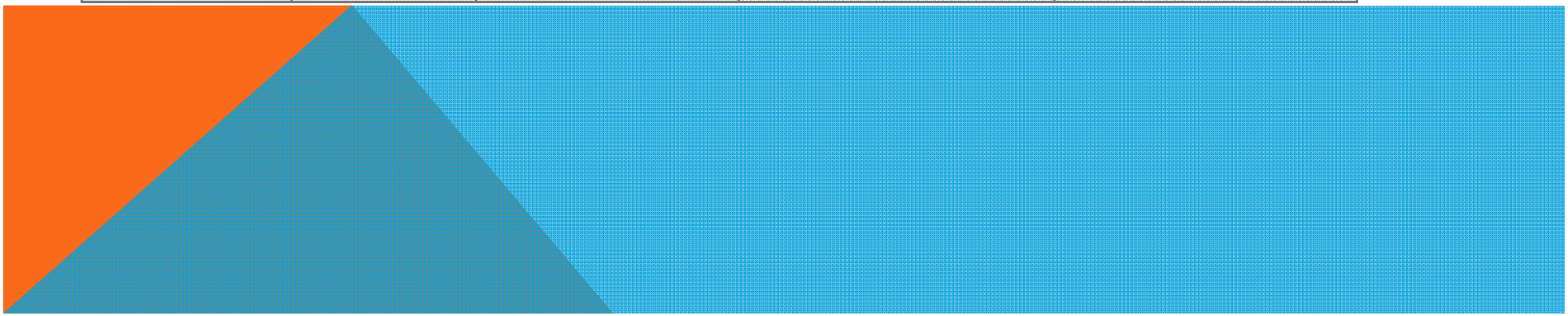
- Exiting Students: (U)nregister-not applicable

PSIS Exits Timely Due Date: Sept. 15th, 2011



TIMELY AND ACCURATE DEADLINES

What data is collected?	Which year are the data about?	Data Collection Open Date	Submission Due Date (TIMELY) ***	Final Revision Date (ACCURATE) ***
Case Management		Always Open	Cases Resolved within 10 school days.	No Open Cases more than 20 school days old.
Summer Roll up	2011-2012		September 15, 2011	September 30, 2011
October 2011 Collection	2011-2012	October 1, 2011	October 15, 2011	October 29, 2011
January 2012 Collection	2011-2012	January 11, 2012	January 25, 2012	February 14, 2012
June 2012 Collection	2011-2012	June 11, 2012	July 13, 2012	August 8, 2012

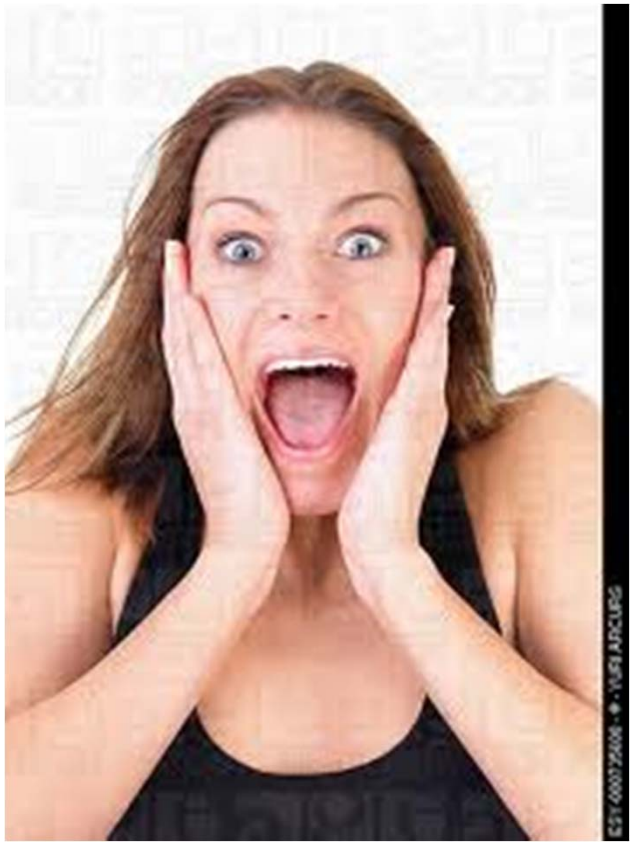


TIMELY AND ACCURATE DEADLINES

***THE FINE PRINT

Data that are submitted after the Timely or Accurate Date will be considered late submissions. If you are unable to submit your data on the Saturday, or Sunday due dates, you should submit your data prior to close of business on the Friday before in order to have a "timely" or "accurate" submission

WHAT IF I AM NOT TIMELY AND ACCURATE?



TIMELY AND ACCURATE DEADLINES

PSIS data that are not submitted in accordance with the timely and accurate deadlines may impact the district's Special Education Determination reported on the LEA-Level Annual Performance Report (APR). The state is required to monitor district adherence to timely and accurate reporting and to hold the district accountable under indicator 20 of the Special Education APR. The APR monitors 20 indicators in total; eight of which are considered compliance indicators that when considered as a whole result in a "Determination" under IDEA for whether or not the district is implementing the requirements appropriately. If a district is not meeting the target for the compliance indicators sanctions apply. Failing to meet the requirements for 1 or 2 of the eight compliance indicators results in required Technical Assistance from the CSDE. Failing to meet the requirements for 3 or 4 of the eight compliance indicators results in required Technical Assistance from the CSDE, conditions on the use of IDEA funds and requires the development and implementation of an improvement plan. Failing to meet the requirements for 5 or more of the eight compliance indicators (or one indicator for 5 or more years) requires the state to identify the district in a public hearing as a High Risk Grantee and to withhold all further IDEA payments to the district in part or whole until the problems can be rectified.

YOUR SPECIAL EDUCATION DIRECTOR COULD EXPLAIN THIS BETTER THAN I CAN!

WHY DO YOU CARE?

- ✓ **Feeder Reports**
- ✓ **Benchmark Assessments**
- ✓ **SEDAC**
- ✓ **Evaluation Timelines**
- ✓ **Dropout/Graduation Rates**
- ✓ **Federal Reports**
- ✓ **AYP Report Cards**
- ✓ **Strategic School Profiles**
- ✓ **Ad Hoc Data Requests**
- ✓ **ED166**
- ✓ **Grant Payments**

These are just a few reasons!

THINGS TO REMEMBER

OBTAINING SASIDS

When should you obtain a NEW SASID?

- ✓ **Transfers from out of state**
- ✓ **Transfers from Private School**
- ✓ **After you have evaluated, found eligible and determined you will be servicing a student.**

ONLY IF THESE STUDENTS HAVE NEVER BEEN ASSIGNED A SASID!

OBTAINING SASIDS

NEW SASID ADMIN CASE MANAGEMENT

- ✓ **Tie-breaker information requests**
- ✓ **Legal Names**
- ✓ **Use Middle Name**

IN-STATE TRANSFERS

Connecticut General Statute 10-220h specifies:

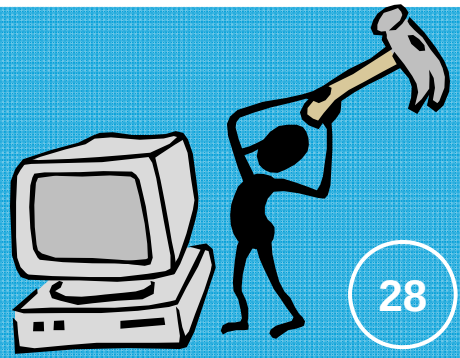
"When a student enrolls in a school in a new school district, the new school district shall provide written notification of such enrollment to the school district in which the student previously attended school. The school district in which the student previously attended school (1) shall transfer the student's education records to the new school district no later than ten days after receipt of such notification, and (2) if the student's parent or guardian did not give written authorization for the transfer of such records, shall send notification of the transfer to the parent or guardian at the same time that it transfers the records."

CONCURRENT REGISTRATION CASES!!!

BEST PRACTICES

- **DO NOT WAIT UNTIL THE DAY BEFORE THE DUE DATE TO:**

1. **ATTEMPT TO UPLOAD FOR THE FIRST TIME**



BEST PRACTICES

- **MEMBERSHIP AND ATTENDANCE:**
  - **State mandate 180 days – Instructional School Year**

BEST PRACTICES

- **MEMBERSHIP AND ATTENDANCE: When is it Mandatory in Registration?**
  - **When a K-12 student exits a facility during the instructional school year**
  - **For students exiting during the summer you can enter a 0 (zero) in these fields**
  - **These data not required for PreK students; however the field cannot be blank. Use 0 (zero)**

BEST PRACTICES

- **MEMBERSHIP AND ATTENDANCE: MANDATORY FOR ALL K-12 STUDENTS IN THE JUNE COLLECTION**
  - **These data not required for PreK students; however the field cannot be blank. Use 0 (zero)**
  - **IEP Students: Report YOUR district's instructional school year if the IEP calls for more than 180 days**

REVIEW ATTENDANCE REPORTS!!!

BEST PRACTICES

- **REGISTRATION/COLLECTION:**
  - **Permanent Exit-Re-Registration**
  - **Nexus District Information**
  - **Student Demographic Information**
  - **Registration Collection Validation Reports**
  - **Dominant Language Changes**

Common Errors in PSIS Registration Module

- Issue: students who are registered in your district but do not show up to school in the fall.
  - These students should not have exit dates backdated to the last attendance day.
  - The reported exit date should be the day the LEA completes the state required due process procedures and can officially exit the child as either a drop out

  or

  - If the due process procedures allowed the district to verify the student transferred to another school, use the information obtained to report a transfer date.

PSIS A18 Data Exception Report

PUBLIC SCHOOL INFORMATION SYSTEM (PSIS) APPLICATION-A18

June 2010

A18: STUDENT SPECIAL EDUCATION STATUS CHANGE (Sorted by School, Student)

Select only one response per student, as appropriate.

Collection Status
January: Certified (send "clear certification" request)

SASID	Student Name	School Name	Special Education - January	Special Education - June
[redacted]	[redacted]	[redacted]	Y	N

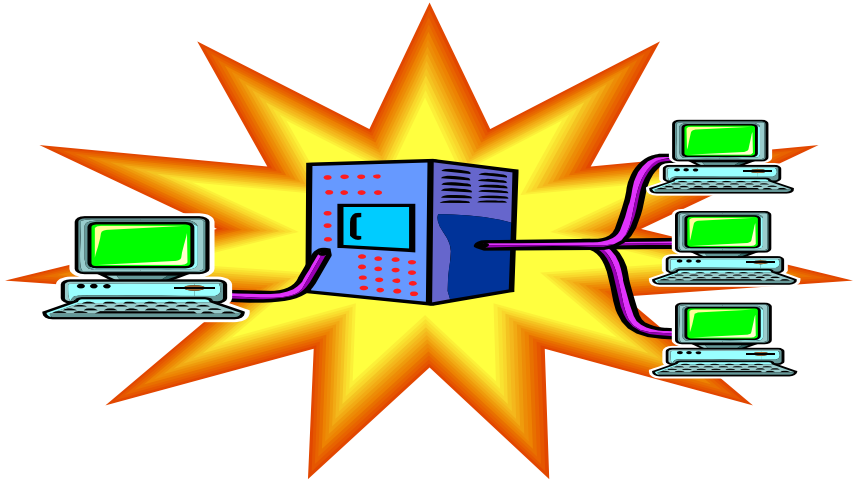
- (●) Data reviewed and confirmed; correct as reported in both collections. (Please note: You may need update Nexus district entry and/or exit date in the registration module.)
- ( ) Special Education status incorrect in January 2010 collection; will be corrected.
- ( ) Special Education status incorrect in June 2010 collection; will be corrected. Click here to search the current collection and make corrections.
- ( ) Other (Please describe)

You may enter up to 300 characters. You have 300 characters left.

NEXUS INFORMATION

Keeping this accurate in PSIS (Registration and Collection) will minimize discrepancies in other State applications.

SEDAC
ECO
Eval Timelines



Common Errors in PSIS Registration Module Nexus District Entry/Exit Dates

- When district A is no longer your nexus and district B becomes nexus. DO NOT simply enter district B as nexus district.
  - STEP 1 = enter Nexus District Exit Date for district A
  - STEP 2 = enter new Nexus District, district B
  - STEP 3 = enter Nexus District entry Date for district B

- When district A is nexus district and the student is eligible for special education, the nexus district entry date should not change from year to year.

EVALUATION TIMELINES

Vendors cannot require a SASID for referrals of a private pay student.

All students referred from the Birth to Three System already have a SASID (see your new Birth to Three Notification Reports under Statewide Reports in SEDAC).

If a SASID already exists (*for example: a Birth to Three referral or a PKIS student*) you <u>may</u> report that SASID for your Private Pay students. (Not required, but helpful)

Services Plan Students

Public School Districts are required to report students with disabilities receiving special education and related services that have been Parentally Placed in Private Schools. These are students who have been enrolled by their parents or guardians in parochial or other private schools and whose basic education is paid through private resources and who receive special education and related services at public expense from a local educational agency or intermediate educational unit under a Services Plan.

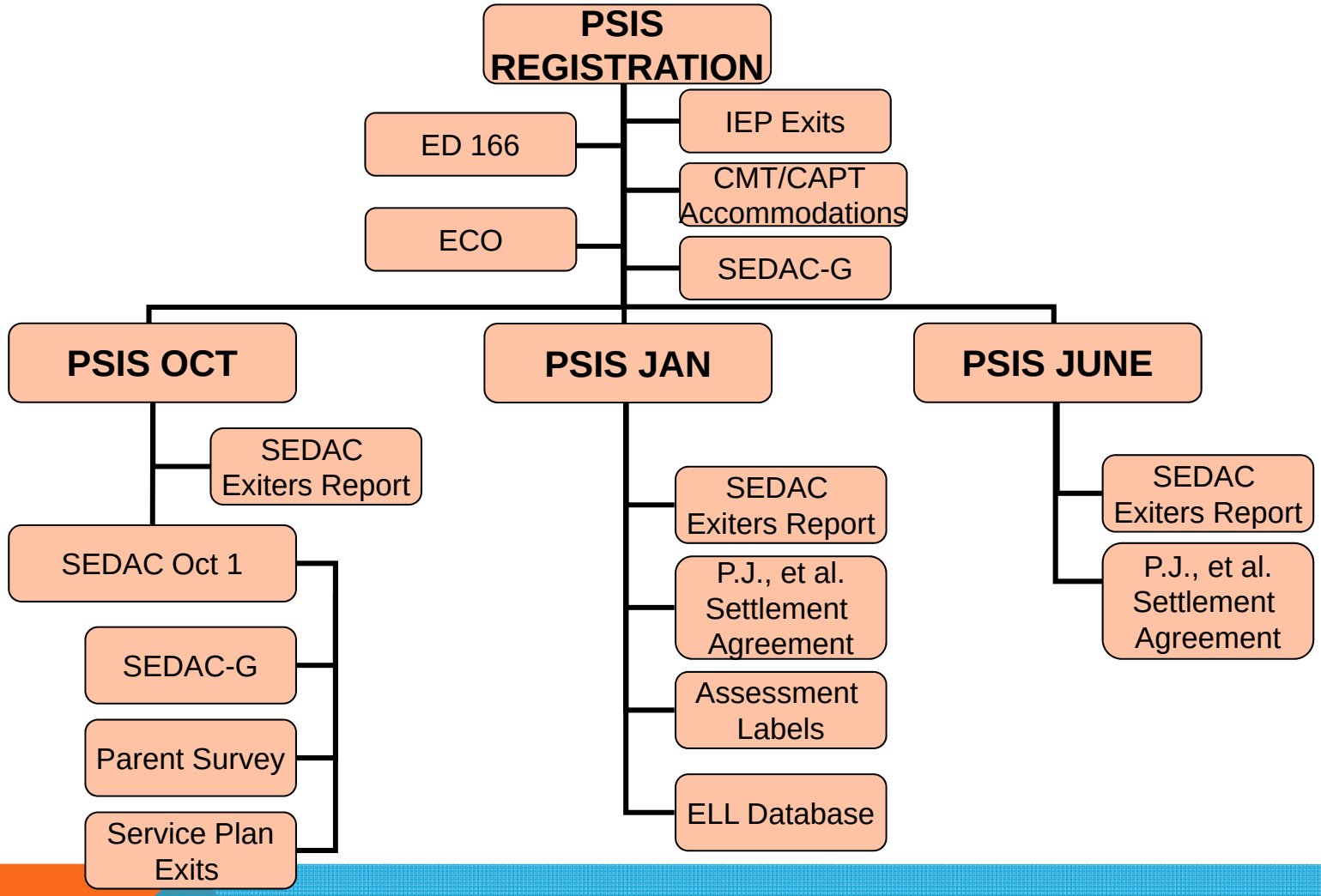
Sections 300. 2(c), 300.132(b), 300.137(c) and 300.138(b) of IDEA

DO NOT REPORT THESE STUDENTS IN ANY PSIS COLLECTION!

Services Plan Students

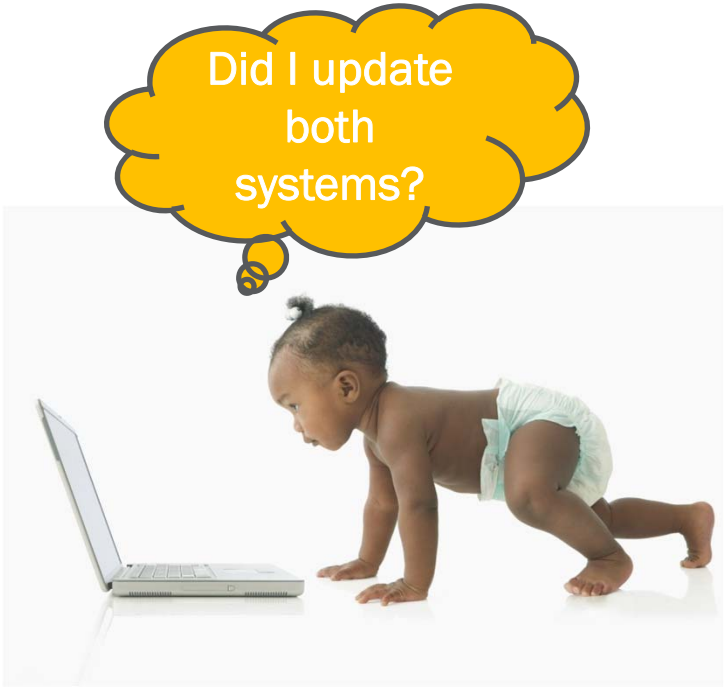
- Know who the Services Plan students are on Oct. 1st and where they are attending school.
  - If the student is new to your district as a Services Plan Student, your SEDAC data manager will ask you to:
    - Register and unregister the student so that:
      - your town is listed as Nexus District,
      - the Nexus District Entry/Exit Date must be the same,
      - use exit type ("04", "Transfer to a private, non-religiously-affiliated school in the same LEA" or "07", "Transfer to a private, religiously-affiliated school in the same LEA“), and
      - fill in a 0 (zero) for the Number of Days of Membership and Attendance in order to obtain a SASID.
    - Once this process is complete, no further action by PSIS is necessary.

YOU MUST WORK WITH YOUR SEDAC DATA MANAGER!


PSIS REGISTRATION
ED 166
ECO
IEP Exits
CMT/CAPT Accommodations
SEDAC-G
PSIS OCT
PSIS JAN
PSIS JUNE
SEDAC Exiters Report
SEDAC Oct 1
SEDAC-G
Parent Survey
Service Plan Exits
SEDAC Exiters Report
P.J., et al. Settlement Agreement
Assessment Labels
ELL Database
SEDAC Exiters Report
P.J., et al. Settlement Agreement

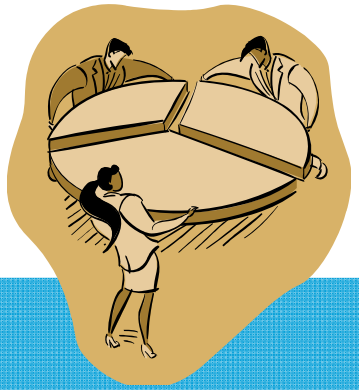
BEST PRACTICES

Be sure to make changes to PSIS and your local system



BEST PRACTICES

- **PSIS DISTRICT COORDINATORS must:**
  - **Be sure the contact page is up to date**
  - **SHARE DATA before it's certified**

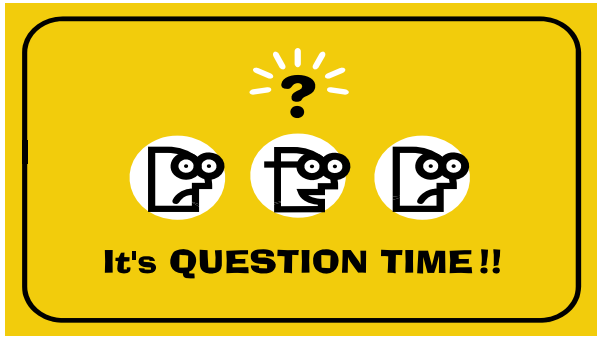


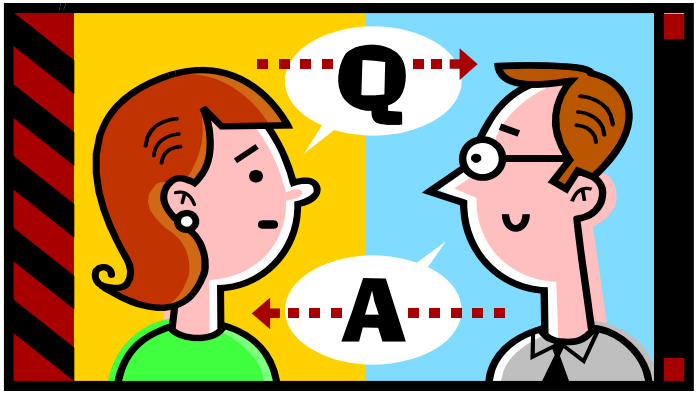
Help and Technical Support

PSIS Help Website

http://www.csde.state.ct.us/public/psis/

QUESTIONS?





THANK
YOU