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SIF EDEN Proof of Concept Pilot Project Final Outcome White Paper

An Automated Exchange of EDEN Data via SIF Methodologies

by Schools Interoperability Framework Association

October, 2007

Project Overview:

In response to the establishment of the No Child Left Behind Act of 2001 (Public Law 107-110) [1], commonly known as NCLB, State Education Agencies (SEA) as well as the United States Department of Education (USDoED) have been tasked to collect and supply data to fulfill reporting requirements. NCLB reauthorized a number of federal programs aiming to improve the performance of United States primary and secondary schools by increasing the standards of accountability for states, school districts and schools, as well as providing parents more flexibility in choosing which schools their children will attend.

This requirement has increased the need for data collections, accountability as well as the establishment by USDoED of a data collection process known as the Education Data Exchange Network (EDEN) to exchange the data from the SEA's to the USDoED. The EDEN project is in the implementation phase of a multiple year effort to consolidate the collection of education information about States, Districts, and Schools in a way that improves data quality and reduces paperwork burden for all of the national education partners. To minimize the burden on the data providers, EDEN seeks the transfer of the proposed data as soon as it has been processed for State, District, and School use. These data will then be stored in EDEN and accessed by federal education program managers and analysts as needed to make program management decisions. This process will eliminate redundant data collections while providing for the timeliness of data submission and use. [2]

The EDEN process has established an EDEN Submission System along with the EDEN file specifications and has established several file transmission protocols. While these protocols have been established there still remained the need for manual intervention on behalf of the SEA's in submitting the files as required.

Project Objective and Goals:

The SIF EDEN Proof of Concept Pilot Project stated objective is to “develop, establish and demonstrate” the ability to automate the file submission process in a secure and reliable method using the Schools Interoperability Framework (SIF) Implementation Specification as the delivery and transport methodology.

Outcome:

The partners in the SIF EDEN Proof of Concept Pilot Project consider this proof of concept to be successful in demonstrating its objectives in the ability to use the SIF transport methodology as a transmission protocol to EDEN. Furthermore the proof of concept pilot project identified areas in the SIF Implementation Specification 2.0r1 [3], that warrant improvement and in identifying various issues that would need to be addressed in order to productize this pilot project into production.

[1] - <http://www.ed.gov/policy/elsec/leg/esea02/107-110.pdf>

[2] - <http://www.ed.gov/legislation/FedRegister/other/2006-3/080706a.html>

[3] - <http://specification.sifinfo.org/Implementation/2.0r1/>

SIF EDEN Proof of Concept Pilot Project Phased Approach and Plan:

Establishing the SIF EDEN proof of concept pilot for an automated exchange of EDEN submission files required a phased approach to accomplish the tasks in a short, controlled amount of time. An initial investment of high-expertise subject matter expert's time was needed to define the rules of exchange, analyze the requirements and establish the protocols. This was followed by a period of technical assistance with established SIF developers assisting the state department of education and the EDEN system. The following phases were established and completed:

Phase 1 – the pilot project charter, technical plan and Microsoft Project plan was established, SIF to EDEN cross-walk preformed, rules and standard protocols utilizing the SIF 2.0r1 Implementation Specification were defined and data requirements identified by the state agencies for their system to fulfill the projects requirements.

Phase 2 – the SIF EDEN exchange choreographies protocols were defined, development of the technical solution accomplished, index of required data elements established via the SIF/EDEN cross-walk, and work by the SC-SDE to identify and access the data in their systems completed.

Phase 3 – installation of the technical solution established, transmission testing preformed leading up to final transmission of EDEN submission files, data transformation and data validation on submitted files was accomplished.

Phase One: Establish the Pilot Project Charter, Technical Plan and Microsoft Project Plan

In the first stage, a small group of SIF experts and programmers worked out the technical details of how a “pilot” would function. Specifically:

- Cross-Walk the SIF Implementation Specification 2.0r1 Objects to EDEN Submission Files to be used in this pilot project
- Scope and develop the technical plan along with establishing the rules and standards protocols that will be implemented.
- Microsoft Project Plan and measures established for the phases of the project and the timelines associated to reach milestones of each phase.

Partners for Phase One were as follows:

- **The Schools Interoperability Framework Association (SIFA)** – has substantial capacity in technical standards development as well as data identification, management, and movement via XML and established infrastructure.
- **Computer Power Solutions of Illinois (CPSI)** – has capacity in SIF technical standards development, SIF implementations, Zone Integration Server, agent development and deployment via the SIF XML established standards and infrastructure.
- **South Carolina Department of Education (SC-SDE)** – this state has the great capacity, leadership and understanding for establishing and implementing the SIF EDEN Proof of Concept Pilot Project.

- **United States Department of Education (USDoED) EDEN/EDFacts Team** – has the knowledge and capacity in the EDEN submission files as well as data identification and movement of files in specific EDEN format.
- **Perot Systems Government Services** – contractors to the USDoED in responsible for development and in charge of the EDEN Submission File.

Phase Two: Documentation, Develop/Install Technical Solutions,

The SIF /EDEN cross-walk was completed for developers, development of SIF agents involved in the project were initiated. Project partners also established the SIF EDEN exchange choreographies; establish the location and access to the data constructs as established by the SC-SDE.

Partners for Phase Two were as follows:

- **The Schools Interoperability Framework Association (SIFA)**
- **Computer Power Solutions of Illinois (CPSI)**
- **South Carolina Department of Education (SC-SDE)**
- **United States Department of Education (USDoED) EDEN/EDFacts Team**

Phase Three: Pilot Implementation, Technical Assistance and Final Documentation

Stage Three finalized the technical development, mappings of the SC-SDE data, SIF Agent installation, testing of automated file transformation and submission protocols and final transmission of EDEN submission files. Upon completion of proof of concept pilot project the project team prepared final project documentation and outcome white paper.

Partners for Phase Three were as follows:

- **The Schools Interoperability Framework Association (SIFA)**
- **Computer Power Solutions of Illinois (CPSI)**
- **South Carolina Department of Education (SC-SDE)**
- **United States Department of Education (USDoED) EDEN/EDFacts Team**
- **Perot Systems Government Services**

SIF EDEN Proof of Concept Pilot Project Technical Overview and Outcomes:

The SIF EDEN proof of concept pilot project required the high-expertise of the subject matter experts, developers and staff time to define the rules of exchange, technical details and development of the solution.

The SIF EDEN implementation was based on the SIF 2.0r1 Implementation Specification, EDEN 2006-2007 ESS file specifications and the SIF to EDEN cross-walk documentation produced as part of this proof of concept pilot.

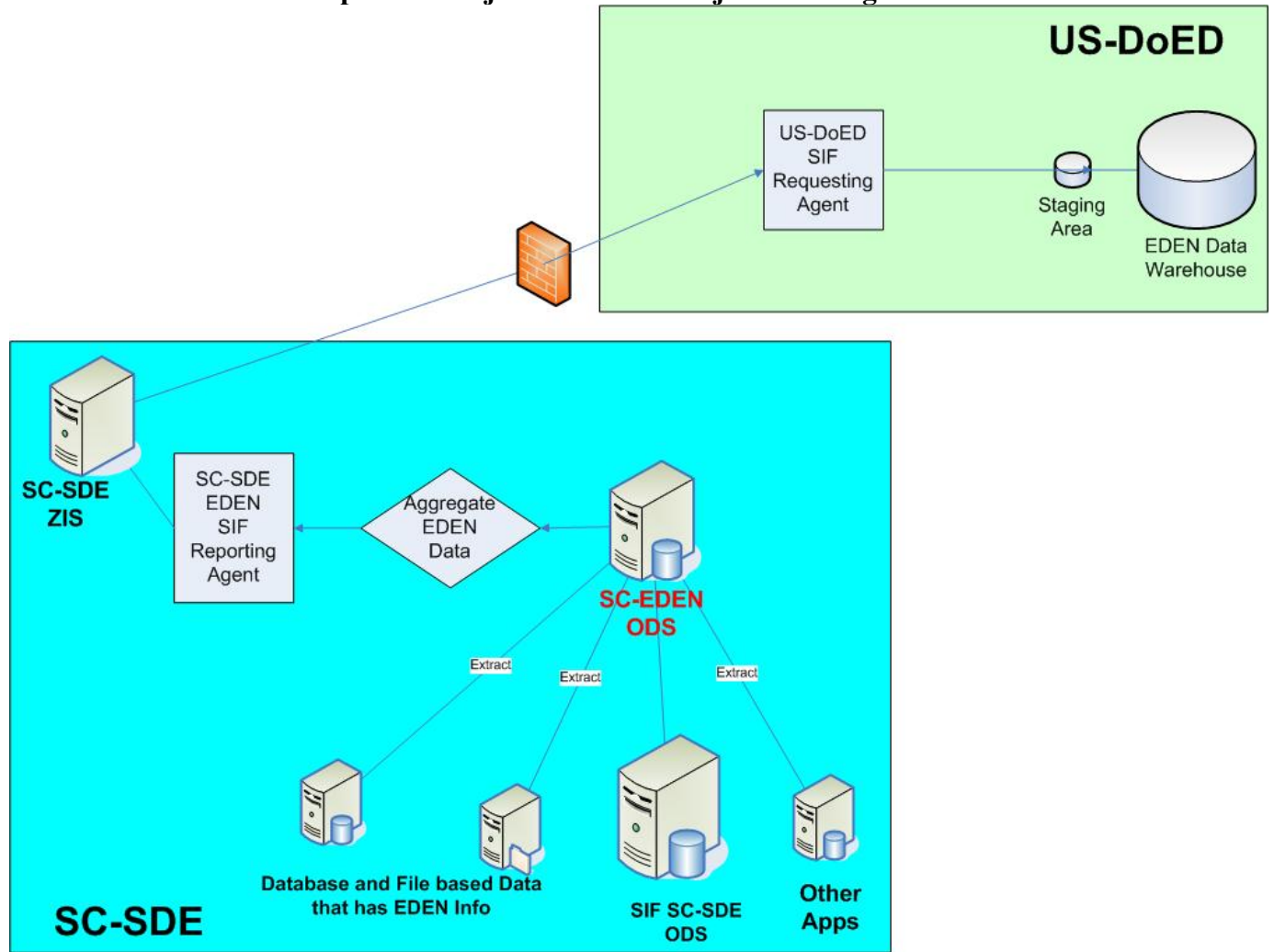
EDEN File Submission Requirements:

The SIF solution collected and assembled the data necessary for the following 2006-07 ESS file specifications (CCD non-fiscal data):

- X029: Directory v.3.2
- X002: Children With Disabilities (IDEA) School Age v3.1
- X033: Free Reduced Price Lunch v3.0
- X046: LEP Program v3.0
- X052: Membership v3.0
- X059: Staff FTE v3.0
- X089: Children w/Disab Early Childhood v3.2
- X101: NCLB School Year Start Status v3

See accompanying documentation for EDEN file submission requirements.

SIF EDEN Proof of Concept Pilot Project Technical Project Drawing:



SIF EDEN Proof of Concept Pilot Project Technical Tasks Review and Observations:

The technical tasks and assignments of each task established our base line of work on the project but also served to keep the project team on task and focused as they developed a solution and completed the project in a very short turn time.

While the tasks were logically developed and assigned it was noted by all after the project team had started that some key tasks were not included that were required to implement and finish the project. Specifically the installation of a loaned server by CPSI to the SC-SDE, network access, connectivity and firewall setup for/to the server, security clearance in DevNet, Technical Review Board (TRB) documentation and TRB formal review.

While the project team overcame these issues they did put the project at risk and impacted workloads and timeline greatly. The project team however, decided to continue the project using the developed project plan, hours allocated and timeline that existed as a good faith effort to the commitment and importance of the project that the project team felt.

One other noteworthy area on the proof of concept pilot project was the discovery after the project had started the need to re-tool the proposed solution to accommodate the in-ability of automating the submission files via EDEN Submission System with web services. It was discovered that the EDEN Submission System did not have a functional web service interface. This caused the project team to re-think the solution to fulfill the intent of the pilot. The solution that was developed was the optimal preferred solution for demonstrating the SIF methodologies and demonstrated the capabilities and strengths of using SIF infrastructure top to bottom with SIF agents. It did however complicate the project and impact the established tasks and timeline.

In addition the project team did develop an automated interface from the SIF Agent installed in the DevNet location to the EDEN File Submission System thus allowing SC-SDE's report submissions to be submitted without the need for manual login to the EDEN File Submission System.

Performing the technical cross-walk of data elements using the SIF Data Model in the SIF Implementation Specification 2.0r1 to the EDEN Submission File Structures proved to a good gap analysis process for the SIF subject matter expert. It exposed a bottom up solution for the collections:

- Schools to Local Educational Agencies (LEA)
- LEA to State Educational Agency (SEA) and,
- SEA to EDEN

It was also identified that the extensive aggregations required for EDEN files should be preformed at the SEA prior submission to the EDEN Submission System. It also exposed the gaps in the SIF Implementation Specification 2.0r1 and caused the project team to re-think the use of SIF Aggregate Statistic objects as they exist in their present state, develop a new SIF SEAINfo object for use in the pilot project and the knowledge that the EDEN X101: NCLB School Year Start Status v3 file submission requirements were not reflected in the SIF Implementation Specification as it exists. As the solution provider CPSI was able to work with the SIF subject matter expert to develop a solution that allowed the submission of the X101: NCLB School Year Start Status v3 report. This solution along with the new SEAINfo Object

will be carried forward to the SIF Association for inclusion in the SIF Implementation Specification as we expand the capabilities required to transport all of the EDEN Submission Files via the SIF methodologies.

The SIF EDEN Submission File Document with the list of all corresponding SIF Data Object/Element was produced for the developers by the SIF subject matter expert. Appendix A. See accompanying documentation for an example of the SIF XML for EDEN Submission Files that the were developed from the SIF EDEN Submission File Document.

SC-SDE was able to locate and identify all data files required in the project, prepare and populated the SC-SDE EDEN ODS with those files once it was established and validate their data prior to the transmission of the file submissions. One potential risk to the project was the ability of SC-SDE will to obtain data files needed for the X002: Children With Disabilities (IDEA) School Age v3.1 and X089: Children w/Disab Early Childhood v3.2, this however was overcome by the SC-SDE pilot project team working with SC Office of Exceptional Children and external entities who collect and control these data in SC-SDE and obtained permission to access and retrieve data files needed to complete project requirements.

SC-SDE also noted just as was discovered in the cross-walk phase of the pilot project the data needed for the X101: NCLB School Year Start Status v3 report was the hardest to gather and place into the SC-SDE EDEB ODS and was the last data to be compiled. This was due in part to the way the schools and LEA's currently track the statuses that are needed for the submission. It was noted that the majority of the schools and LEA's do not have this information stored in a specific software application that was designed to carry these data and were gathering the data by hand, submitting them via excel spreadsheets or text documents. It was noted that the expansion of the capabilities by schools, LEA's and SEA's to collect all of the data elements needed for all the EDEN File Submissions must be considered moving forward.

Establishing the SIF XML to EDEN XML transformation and validations was preformed and tested by the project team and installed in the DevNet location upon the granting of security clearance and login accounts. During testing it was discovered that by following the current published EDEN File Submission documents, guidelines and specifications that clear guidelines on the flow of processes and order of file submissions was not apparent. It was also discovered during testing that the EDEN 2006-2007 did not have clear indicators and the file format although should follow that of the style sheets and the technical specifications as made available to the project team did not.

Installation of the USDoED SIF requesting agent in DevNet environment and connectivity to the SC-SDE was established with the flow of data via SIF messages and infrastructure tested for proper message formation acknowledgement and protocols using SIF Implementation Specification 2.0r1. The developed automation protocol was connected to the USDoED SIF agent and tested for automated file submissions into the EDEN File Submission System.

When file transmission was initiated with the submission of the X029: Directory v.3.2 it was discovered that we had exceeded the EDEN Submission Systems maximum threshold limits for number of files in the queue at any given time. We also discovered the SEA, LEA and SCH directory submissions (EDEN X029) does not allow for repeatable Agency elements per the

documentation. EDEN file submission documentation errors caused development of single file submissions which the project team adjusted upon discovery. It was also noted that we were submitting these files at a faster rate than the EDEN Submission System has been designed for.

Pilot Project Success Indicators:

The project was deemed a success when it was established that we had transmitted the data via SIF XML transformed it to EDEN XML and the files were automatically submitted to the EDEN Submission System without need for manual intervention. The EDEN Submission Systems validation rules were triggered and SC-SDE received notification of very minor data validation errors as were expected. Upon correction of the data errors the files were re-submitted via SIF and accepted into the EDEN Submission System.

Future Recommendation and Considerations:

SIF EDEN Proof of Concept Pilot Project team has determined the following recommendations for future consideration in regards to the continued development of the SIF EDEN file transfer protocol:

- Develop a long-term strategic technical plan for production
- Inclusion of additional SIF to EDEN submission files for use with a SIF transfer methodology
- Full development of the USDoED SIF Agent for production and include the ability by SEA's to re-trigger the USDoED SIF Agent for file re-submission after validation errors are corrected
- Examination of the EDEN Submission Process and development of guidelines to be used in conjunction with a SIF transfer protocol
- Migration of the USDoED SIF Agent from DevNet to the EDEN Production Site
- Explore with the EDEN Submission System team the ability of the system to accept faster and greater file transmission thresholds
- Explore with the EDEN Submission System team the ability of allowing validation errors to be corrected and submitted without the need for re-submission of the entire file

Furthermore it is recommended that the inclusion of additional SIF to EDEN submission files be developed in a phased approach with consideration to the existing EDEN Submission Plan phases (early, middle, late, close-out) breaking out larger submission phases in smaller more manageable deliverables.

This activity would be undertaken by the all project partners and would include the technical recommendations to scale the project to accommodate additional states wishing to use the SIF transfer protocol.

Conclusion:

The establishment of the permanent ability to use SIF transfer protocols as a methodology for transmission of the EDEN Submission Files in an automated timely manor by SEA's would contribute greatly to the decision-making environment in which these entities operate. If carried out intelligently, such a system will deliver benefits that far outweigh the costs.

This proof of concept pilot proved the SIF methodology could become a valued permanent EDEN solution and can be replicated in states all over the country. The power to draw together comprehensive data relevant to student learning, data governance, planning, research and policy development in an automated fashion would be welcomed.

SIF EDEN Proof of Concept Pilot Project Definitions:

Schools Interoperability Framework (SIF) Solution - the ability to move data in a guaranteed perspective methodology using the SIF infrastructure, architecture and data model as define in the SIF Implementation Specifications

Vertical Reporting (VR) - A key function of the SIF Implementation Specification Framework is the ability to move a defined set of data from one entity to another entity across boundaries using SIF in an automated fashion.

SIF Agent – liaison between an application and the ZIS. An agent is responsible for assembling and sending messages to and receiving messages from the ZIS.

SIF Report Manifest – a report definition describing the data to be contained in a report.

XML - Extensible Markup Language; a standard language used to describe data. SIF messages are defined using XML.

Zone – a logical collection of applications, agents, and a ZIS that exchange information with each other.

Zone Integration Server (ZIS) – Controls communication between agents. Its primary responsibility is to route messages from agent to agent, and to control which agents can request, provide, publish, and subscribe to which data objects. The ZIS is actually software, not hardware, and may or may not be installed on a dedicated server

Appendix A:

**SIF EDEN Proof of Concept Pilot Project
Cross-Walk
EDEN File Submissions to SIF Implementation Specification 2.0r1**

EDEN File Submission Requirements:

The SIF solution must collect and assemble data necessary for the following: 2006-07 ESS file specifications (CCD non-fiscal data):

- X029: Directory v.3.2
- X002: Children With Disabilities (IDEA) School Age v3.1
- X033: Free Reduced Price Lunch v3.0
- X046: LEP Program v3.0
- X052: Membership v3.0
- X059: Staff FTE v3.0
- X089: Children w/Disab Early Childhood v3.2
- X101: NCLB School Year Start Status v3
- Additional CCD files, not required under this proof of concept:
 - X102: NCLB School Year End Status v3.0
 - X122: MEP Students Eligible & Served (Summer/Intersession)
 - X040: Graduates/Completers
 - X032: Dropouts

X029: Directory v.3.2

EDEN Requirements for Submitting this Data Group

These data groups are submitted at the following levels:

- SEA – changes to SEA directory only
- LEA – for new LEAs or changes to existing LEAs
- School – for new schools or changes to existing schools

NEW! For the pilot year of the CCD-EDFacts merger, we ask that all states submit a directory record for their complete universe of LEAs and schools that are open, new, added, reopened, just closed, just made inactive, or changed agencies or boundaries as of the start of SY 2006-07.

SIF Implementation Specification v2.0r1 Data Objects from Schools/District to State

SEAInfo new proposed object


LEAInfo Object

SchoolInfo Object

Since No SEA Information Object exists at this time in 2.0r1 it maybe possible use a newly proposed SEAInfo SIF Object

Proposed new SIF SEAInfo Object

Element/@Attribute	Char	Description	Type
SEAInfo			
@RefId	M	The GUID of the SEA for this information.	RefIdType

Element/@Attribute	Char	Description	Type
			
FIPSSStateCode	M	The two-digit Federal Information Processing Standard (FIPS) Code for the State, District of Columbia, and the possessions and freely associated areas of the United States (e.g., Puerto Rico).	LocalId
SEANumber	M	A number used in EDEN to uniquely identify state agencies. This ID cannot be updated through this file.	StateProvinceId
SEAName	M	Name of SEA.	SEAName
SEAURL	O	URL for the SEA.	xs:anyURI
EffectiveDate	M	Enter the effective date (YYYY-MM-DD) of the change	
SEAAddressList	MR	SEA Address, both physical location and mailing address	List
AddressList	M	The SEA's address(es)	AddressList
PhoneNumberList	M	The SEA's phone number(s).	PhoneNumberList
CSSOInfo	MR	The chief state school officer.	CSSOInfo
CSSOInfo\ContactInfo	M	The contact info of the chief state school officer.	ContactInfo
CSSOInfo\ContactTitlet	M	The title of the chief state school officer.	ContactTitle
SIF_Metadata	O		SIF_Metadata
SIF_ExtendedElements	O		SIF_ExtendedElements

The chart below was taken from the EDEN X029 report and included to convey the needed elements by groups.

Refer to the entire EDEN X029 report for additional information.

1 EDEN X029 File SEA/LEA/Schools APPENDIX A: DIRECTORY DATA GROUPS BY TIER

By Tier	SEA		LEA		School	
	ID#	Name	ID#	Name	ID#	Name
Unique Identifiers	559	FIPS State Code	559	FIPS State Code	559	FIPS State Code
			12	FIPS County Code	12	FIPS County Code
	7	Education Entity Name	7	Education Entity Name	7	Education Entity Name
	570	State Agency Number	570	State Agency Number	570	State Agency Number
			551	Supervisory Union Identifier		
			4	LEA Identifier (State)	4	LEA Identifier (State)

		1 LEA Identifier (NCES)	1 LEA Identifier (NCES)
			5 School Identifier (State)
			529 School Identifier (NCES)
Contact Information	8 Address Mailing	8 Address Mailing	8 Address Mailing
	9 Address Location	9 Address Location	9 Address Location
	10 Education Entity Phone	10 Education Entity Phone	10 Education Entity Phone
	11 Web Site Address (URL)	11 Web Site Address (URL)	11 Web Site Address (URL)
	458 Chief State School Officer Contact Information		
Descriptive Information		16 District Operational Status	531 School Operational Status
		453 Education Agency Type	21 School Type
		18 Grades Offered	18 Grades Offered
	571 Effective Date	571 Effective Date	571 Effective Date
		27 Charter Status	27 Charter Status

X002: Children With Disabilities (IDEA) School Age v3.1

EDEN Requirements for submitting this Data Group

This data group is submitted at the following levels:

- SEA
- LEA, for LEAs with children with disabilities to report.
- Schools, for schools with children with disabilities to report.

SIF Implementation Specification v2.0r1 Data Objects from Schools/District to State

SEAINfo – new proposed object

LEAINfo

SchoolInfo

StudentSnapshot – Ethnicity / Age / Gender / IDEA

StudentParticipation – ExceptionalityCategories

StudentPlacement - ServiceLocation / ProgramPlacementDate / ProgramExitDate

****Note a determination would need to be made if the StudentParticipation Object was needed for the ExceptionalityCategories element**

Refer to the entire EDEN X002 report for additional information.

X033: Free Reduced Price Lunch v3.0

EDEN Requirements for Submitting this Data Group

The data group is submitted at the following levels:

- LEA, with the free or reduced lunch program under the National School Lunch Act.
- School, with the free or reduced lunch program under the National School Lunch Act.

SIF Implementation Specification v2.0r1 Data Objects from Schools/District to State

SEAInfo – new proposed object

LEAInfo

SchoolInfo

StudentSnapshot - FreeAndReducedStatus

or

StudentMeal - MealStatus

Refer to the entire EDEN X033 report for additional information.

X046: LEP Program v3.0

EDEN Requirements for Submitting this Data Group

This data group is submitted at the following levels:

- State
- LEA – that have LEP students in programs designed for them
- School – that have LEP students in programs designed for them

Data reported at the school level are optional for this year and will be used by the Office of Civil Rights (OCR).

SIF Implementation Specification v2.0r1 Data Objects from Schools/District to State

LEAInfo

SchoolInfo

StudentSnapshot – Ethnicity / Gender / Age / HomeEnrollment / GradeLevel / IDEA

StudentPersonal – Demographics - Language

StudentParticipation – ExceptionalityCategories

Refer to the entire EDEN X046 report for additional information.

X052: Membership v3.0

EDEN Requirements for Submitting this Data Group

This data group is submitted at the following levels:

- SEA
- LEA – Any LEA with students officially enrolled.
- School – Any School with students officially enrolled.

Records for the LEAs and Schools need only include those grade levels offered at the LEA or School. For example, if the highest grade at a School is 6th, the record for that School does not need to include grades 7th through 12th.

SIF Implementation Specification v2.0r1 Data Objects from Schools/District to State**SEAInfo** – new proposed object**LEAInfo****SchoolInfo****StudentSchoolEnrollment** – entry date / exit date / GradeLevel**StudentSnapshot** – ethnicity / gender / GradeLevel

GradeLevel can be derived from either SSE or SS Objects

Refer to the entire EDEN X052 report for additional information.

X059: Staff FTE v3.0***EDEN Requirements for Submitting this Data Group***

This data group is submitted at the following levels:

- SEA
- LEA

SIF Implementation Specification v2.0r1 Data Objects from Schools/District to State**SEAInfo** – new proposed object**LEAInfo****EmployeeAssignment / JobFTE / JobClassification****StaffAssignment / JobFTE / JobFunction / TeachingAssignment / TeachingAssignment / OtherCodeList / GradeLevels**

Refer to the entire EDEN X059 report for additional information.

X089: Children w/Disab Early Childhood v3.2***EDEN Requirements for Submitting this Data Group***

This data group is submitted at the following levels:

- SEA
- LEA, for LEAs with early childhood children with disabilities to report.

SIF Implementation Specification v2.0r1 Data Objects from Schools/District to State**SEAInfo** – new proposed object**LEAInfo****StudentSnapshot** – Ethnicity / Age / Gender / IDEA**StudentParticipation** – ExceptionalityCategories / ProgramStatus**StudentPlacement** - ServiceLocation / ProgramPlacementDate / ProgramExitDate

Refer to the entire EDEN X089 report for additional information.

X101: NCLB School Year Start Status v3***EDEN Requirements for submitting this Data Group***

This data group is submitted at the following levels:

- SEA
- LEA
- School

Not all data groups are submitted at all levels. See the table below for the data groups applicable at each level, presented in the order they appear in the Detail Record layouts. Table 1.2-1: NCLB School Year Start Status File, Data Groups by Level Table

This report is problematic for submission as we do not currently convey the majority of the information in the SIF Data Model

SIF Implementation Specification v2.0r1 Data Objects from Schools/District to State

SEAInfo – new proposed object

LEAInfo

SchoolInfo

****Currently we would have to use extended elements in these objects to move this information**

Exploration on proposing the creation of new status/summary objects for the specification is advised. These proposed objects would be based on current snapshot object design a snapshot of status on a given day. All information reported in a status/summary object is reported as it appeared in the responding system on the date specified.

The charts below are taken from the EDEN X101 report and are included to convey the needed extended elements by groups. Refer to the entire EDEN X101 report for additional information.

Table 1.2-1: NCLB School Year Start Status File, Data Groups by Level Table

SEA	LEA	School
		33 – Distinguished School Status
	662 – Improvement Status - LEA	
		34 – Improvement Status - School
	604 – Operational Change	604 – Operational Change
		36 – Persistently Dangerous Status
		31 – School Poverty Percentage
		573 – Shared Time Status
		22 – Title I School Status
	524 – Integrated Technology Status	
460 - District Totals		
454 – School Totals	454 – School Totals	
		665 – Magnet Status (CCD)
		644 – Classroom Teachers (FTE)

EDEN GUIDANCE FOR SUBMITTING THIS FILE:

This file specification collects status data and general counts for the current school year at the SEA, LEA and school levels. These status data and general counts are as of October 1 of the current year.

1.1 SEA File Guidance

The SEA file consists of two general counts. This file should not be submitted until both numbers are available.

- District Totals (ID 460) – This is the number of School Districts including Educational Service Districts that were open (including new LEAs) on October 1 of the current school year. This is the number of LEAs that will be reported for the current school year to the Common Core of Data (CCD).
- School Totals (ID 454) – This is the number of schools that were open (including new schools) on October 1 of the current school year. This is the number of schools that will be reported for the current school year to the CCD.

1.2 LEA File Guidance

The LEA file consists of 3 LEA statuses and one general count. This file should include only LEAs that are open (including new LEAs) on October 1 of the current school year.

- Improvement Status -LEA (ID 662)– This is the improvement status for the current school year based on whether the LEA made AYP in previous school years. For LEAs that are not accountable under the State plan (e.g. an educational service district that only provides services to students who are assigned to their home district for accountability), use the permitted value “Not Applicable.” For all other LEAs, each LEA has one AYP status for each school year and is either not in improvement or in one of the following two stages of improvement: Improvement or Corrective Action. If the improvement status is not available it should be reported as “missing.” “Not collected” is not a valid permitted value.
- Operational Change (ID 604) – This is the operational change to the LEAs. If the operational change is not available it should be reported as “missing.” “Not collected” is not a valid permitted value.
 - No change – No operational or legal change to the LEA. Include new LEAs here.
 - Boundary change – The LEA changed its geographical or administrative boundaries since the last school year.
 - Other change – A change that doesn’t constitute a boundary change.
- Integrated Technology Status (ID 524) – For LEAs that don’t benefit from Title IID of ESEA, use “not required to report.” If the integrated technology status is not available it should be reported as “missing.” “Not collected” is not a valid permitted value.
- School Totals (ID 454) – This is the number of schools open in the District as of October 1 of the current school year. If this number is not available, use “-1” (missing). LEAs without schools should report zero.

1.3 School File Guidance

The school file consists of 9 data groups. This file should include only schools that are open (including new schools) on October 1 of the current school year.

- Distinguished School Status (ID 33) – Use “no distinguished school program” if the state has no program. Use “not collected” if the state has a program but the data is either not collected or not in a format for submitting to ED.
- Improvement Status – School (ID 34) - This is the improvement status for the current school year based on whether the school made AYP in previous school years. Each school has one AYP status for each school year. Each school is either not in improvement or in one of the following stages of improvement:
 - Improvement (Year 1)
 - Improvement (Year 2)
 - Corrective Action (Any Year)
 - Restructuring Planning
 - Restructuring (School in this stage of improvement are reported as “restructure under NCLB” in Operational Change (ID 604).

If the State is unable to distinguish between year 1 and year 2 of improvement, for 06-07, the state may use “Improvement.” If the improvement status is not available it should be reported as “missing.” “Not collected” is not a valid permitted value.

- Operational Change (ID 604) - This is the operational change to the school. If the operational change is not available, it should be reported as “missing.” “Not collected” is not a valid permitted value.
 - No change – No operational or legal change to the school. Include new schools here.
 - Agency change – When a school was moved to another LEA.
 - Restructure Under NCLB – When a school is in restructuring (not including restructuring planning).
 - Other change – When a school changed its instructional responsibilities so that it cannot be accurately compared to prior years, e.g. an elementary school changing to a secondary school.
- Persistently Dangerous Status (ID 36) - If the persistently dangerous status is not available, it should be reported as “missing.” “Not collected” is not a valid permitted value.
- School Poverty Percentage (ID 31) - If the school poverty percentage is not available, it should be reported as “-1” (missing).
- Shared Time Status (ID 573) – This status identifies schools that provide instruction on a regular basis, but for which no student membership is reported on the CCD. (Remember that the CCD reports headcount student membership, not FTE, and requires that a student be reported in the membership in only one school. States report these students in the membership of the student's school of record.) "Shared time" schools are most commonly vocational/ technical schools. This is not the same as students being enrolled in secondary school while also enrolled in a post-secondary school.
- Title I School Status (ID 22) - If the Title I School Status is not available, it should be reported as “missing.” “Not collected” is not a valid permitted value.
- Magnet Status (CCD) (ID 665) – This includes magnet programs within the school.
- Classroom Teachers (FTE) (ID 644) – A classroom teacher is defined as an individual who provides instruction to Pre-Kindergarten, Kindergarten, grades 1 through 12, or ungraded classes; or who teach in an environment other than a classroom setting and who maintain daily student attendance records. If the FTE of classroom teachers is not available, it should be reported as “-1” (missing).