



Welcome Packet for New District PowerSchool Administrators

Version 22.08.00

**Office of Research and Data Analysis
Data Collection Team**

Molly M. Spearman – State Superintendent of Education

What's in this Welcome Packet?

Welcome to your role as a district PowerSchool Administrator/Coordinator!

This “Welcome Packet for New District PowerSchool Administrators” is a living document intended to provide you with some helpful notes as you learn the ropes! All of the content is based on questions that people in your role have asked over the years. You can think of the slides that follow as sticky notes with key information that you might jot down while having a conversation with an experienced PowerSchool Admin colleague.

Before you go any further, however, please make sure you have bookmarked our Student Information System (SIS) landing page which is one of the best points of departure when you have questions in your current position!

<https://ed.sc.gov/data/information-systems/>

Once you've taken that step, have a look at the slides that follow to see if you can get some answers to your questions. We hope these notes will help point you in the right direction!



Contents – page 1

- [SCDE Data Collection Team](#)
- [Office of Research and Data Analysis \(ORDA\)](#)
- [SCDE Web Site](#)
- [SCDE Member Center and Application Portal](#)
- [Access Management Tool \(AMT\)](#)
- [Educator Access](#)
- [SCDE Support](#)
- [Listserv Support](#)
- [SCDE/PS Data Collection and Reporting](#)



Contents – page 2

- [Enrich](#)
- [State Reporting Release Notes](#)
- [Data Dictionary](#)
- [State Reporting Validations](#)
- [SC Transcripts and eTranscripts](#)
- [Data Collection Processes and Procedures](#)
- [Student Information System \(SIS\) Data Entry Manual](#)
- [Ed-Fi and Interoperability](#)
- [State Reporting](#)



Contents – page 3

- [EFA/EIA Classification Information](#)
- [Report Portal](#)
- [Student Unique Numbering System \(SUNS\)](#)
- [Advanced Data Transfer System \(ADTS\)](#)
- [Student Intervention Services](#)
- [VirtualSC](#)
- [Career and Technical Education](#)
- [Early Learning and Literacy](#)
- [EEI Entry Coding](#)



Contents – page 4

- [Federal Education Programs](#)
- [ESEA Title I Migrant Education](#)
- [Activity Coding for the SIS 2022-2023](#)
- [School Identification Numbers \(SIDN\)](#)
- [Career Specialist Services](#)
- [School/District Technology Plans](#)
- [E-Rate | K-12 School Technology Initiative](#)
- [Professional Learning and Collaboration](#)
- [District Data Governance Group](#)



SCDE Data Collection Team

- Wyatt Cothran, Team Lead
- Blythe Branham
- Brett Frye
- Jason Jones
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PowerSchool@ed.sc.gov

Office of Research and Data Analysis (ORDA)

- **Dan Ralyea**

Director of the Office of Research and Data Analysis (ORDA)

- **Betsy Carpentier**

Deputy Superintendent Division of Data, Technology, and Agency Operations

SCDE Web Site - 1

ed.sc.gov

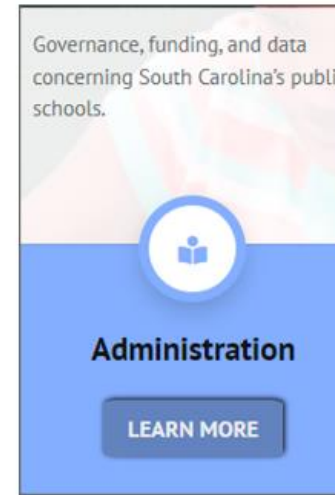
- Request login access through your local district Web Access Coordinator (WAC) – usually your Director of Technology



SCDE Web Site - 2

Remember to bookmark the Student Information Systems (SIS) landing page if you haven't already!

This landing page serves as a portal to many documents that you will reference over time.

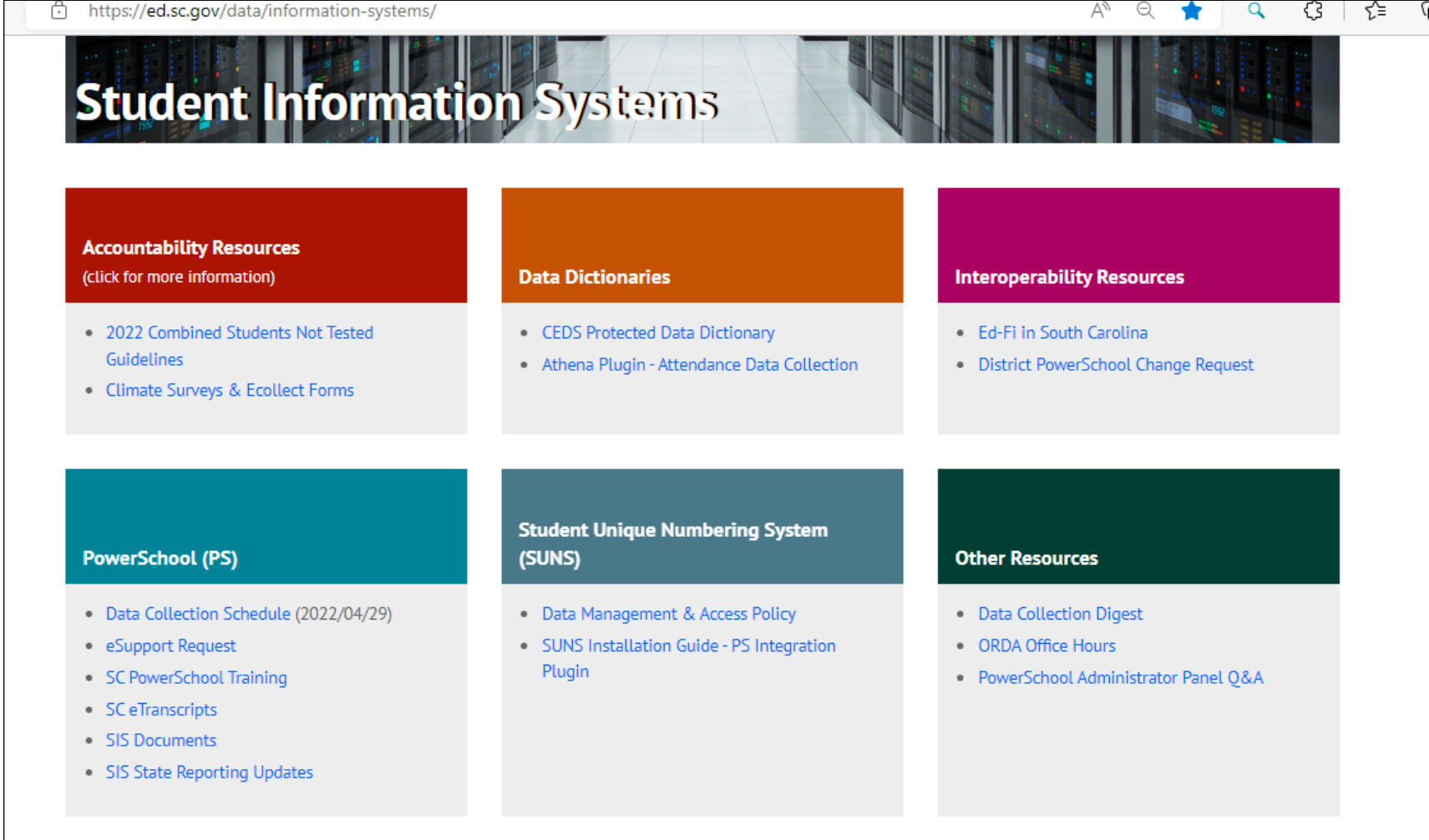


Governance

- [Data Security & Privacy](#)
- [Data-FOIA Requests](#)
- [Education Laws & Legislation](#)
- [Federal Education Programs](#)
- [Minutes & Orders](#)
- [SCDE Guidelines](#)
- [School District Memoranda Archive](#)
- [State Board of Education](#)
- [State Board of Education Regulations](#)
- [Student Information Systems](#)

SCDE Web Site - 3

This is a screenshot of the Student Information Systems landing page.



The screenshot shows a web browser window with the URL <https://ed.sc.gov/data/information-systems/>. The page features a header image of server racks with the title "Student Information Systems" in large white text. Below the header, there are six colored boxes, each containing a category name and a list of links.

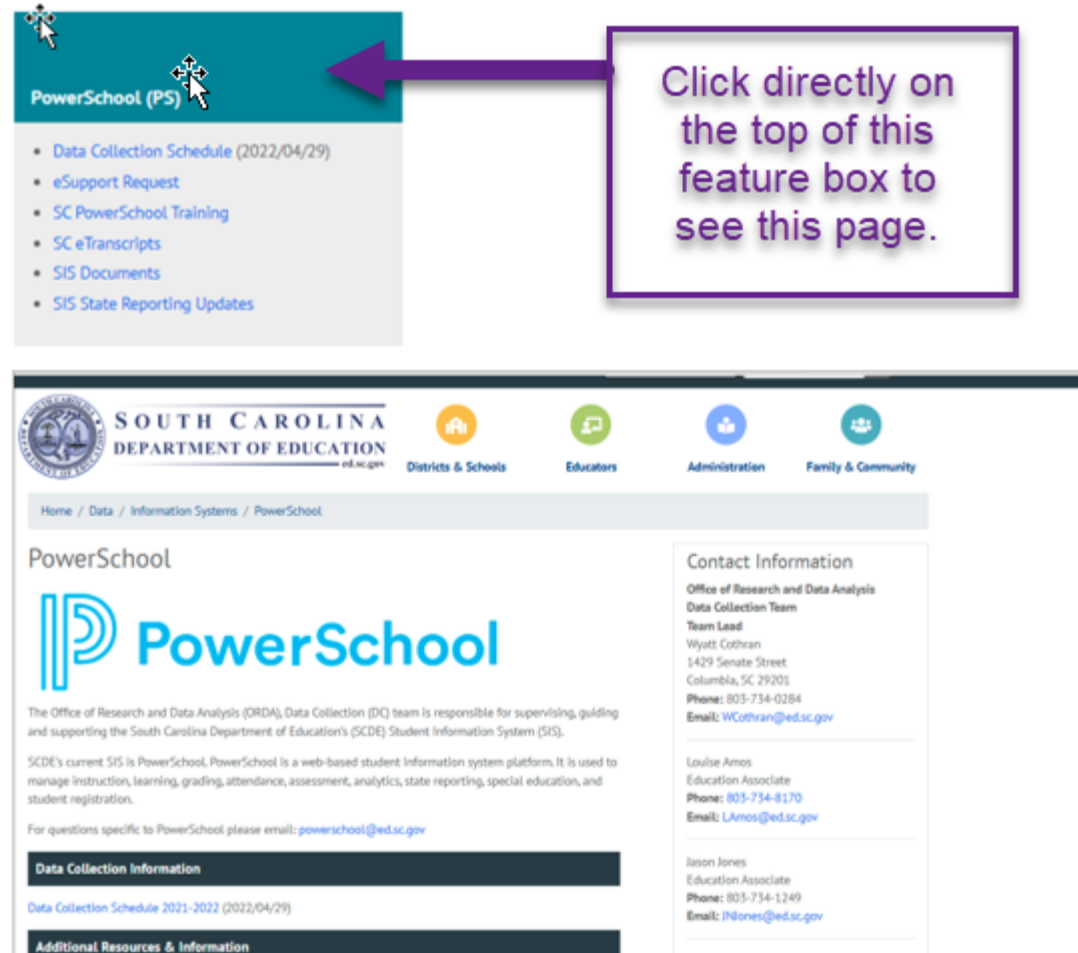
- Accountability Resources** (click for more information)
 - [2022 Combined Students Not Tested Guidelines](#)
 - [Climate Surveys & Ecollect Forms](#)
- Data Dictionaries**
 - [CEDS Protected Data Dictionary](#)
 - [Athena Plugin - Attendance Data Collection](#)
- Interoperability Resources**
 - [Ed-Fi in South Carolina](#)
 - [District PowerSchool Change Request](#)
- PowerSchool (PS)**
 - [Data Collection Schedule \(2022/04/29\)](#)
 - [eSupport Request](#)
 - [SC PowerSchool Training](#)
 - [SC eTranscripts](#)
 - [SIS Documents](#)
 - [SIS State Reporting Updates](#)
- Student Unique Numbering System (SUNS)**
 - [Data Management & Access Policy](#)
 - [SUNS Installation Guide - PS Integration Plugin](#)
- Other Resources**
 - [Data Collection Digest](#)
 - [ORDA Office Hours](#)
 - [PowerSchool Administrator Panel Q&A](#)



SCDE Web Site - 4

PowerSchool page content includes information on:

- Data Collection Information
- Enrich FAQ
- eSupport Portal
- PowerSchool Hosting Group
- SC eTranscripts
- SC PowerSchool Training
- SC State Reporting Updates
- SIS Documents



The screenshot shows the SCDE website's navigation bar with links for Districts & Schools, Educators, Administration, and Family & Community. The breadcrumb trail reads: Home / Data / Information Systems / PowerSchool. The main content area features the PowerSchool logo and a description of the system. A purple callout box with an arrow points to the 'PowerSchool (PS)' link in the top navigation bar, containing the text: 'Click directly on the top of this feature box to see this page.'

PowerSchool (PS)

- [Data Collection Schedule \(2022/04/29\)](#)
- [eSupport Request](#)
- [SC PowerSchool Training](#)
- [SC eTranscripts](#)
- [SIS Documents](#)
- [SIS State Reporting Updates](#)

South Carolina Department of Education
ed.sc.gov

[Districts & Schools](#) [Educators](#) [Administration](#) [Family & Community](#)

[Home](#) / [Data](#) / [Information Systems](#) / [PowerSchool](#)

PowerSchool

The Office of Research and Data Analysis (ORDA), Data Collection (DC) team is responsible for supervising, guiding and supporting the South Carolina Department of Education's (SCDE) Student Information System (SIS).

SCDE's current SIS is PowerSchool. PowerSchool is a web-based student information system platform. It is used to manage instruction, learning, grading, attendance, assessment, analytics, state reporting, special education, and student registration.

For questions specific to PowerSchool please email: powerschool@ed.sc.gov

Data Collection Information

[Data Collection Schedule 2021-2022 \(2022/04/29\)](#)

Additional Resources & Information

Contact Information

**Office of Research and Data Analysis
Data Collection Team
Team Lead**
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SCDE Member Center and Application Portal - 1

Work or Teach in SC Public School System

Accounts for current employees or contractors of a public school or district in South Carolina will be created by each district's **Web Access Coordinator (WAC)**.

The **WAC** will then send an email to the district user with information for login access to the Application Portal.

Community User

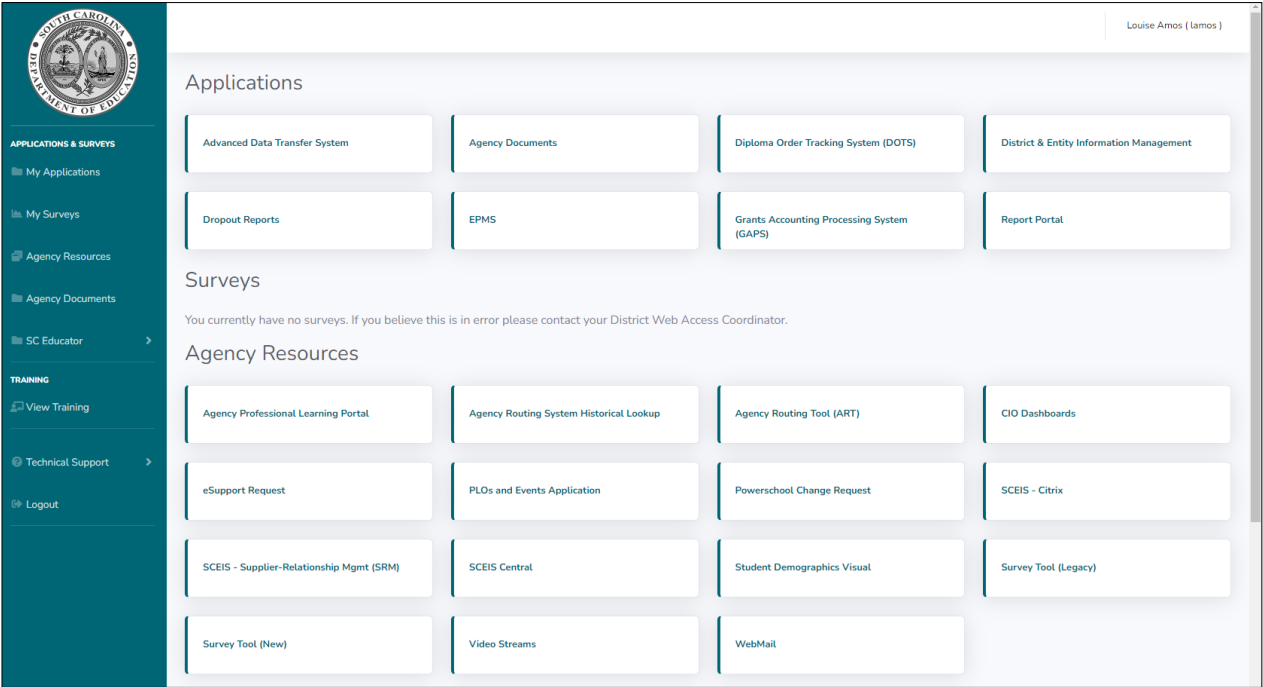
Persons who do not work in public education in South Carolina may request a special account to use the SCDE web site, a "Community" Account. This allows access to a member area application portal section of the website which is not available to the general public.

Upon signing up, an e-mail will be sent with a temporary password and a link to login to the web site. Please click on that link. Each person's username will be his or her e-mail address.

IT Support : esupport@ed.sc.gov or **(803) 734-0065**

SCDE Member Center and Application Portal - 2

<https://appportal.ed.sc.gov/>



SCDE Member Center and Application Portal - 3

Once the WAC grants a login, the user will go to the SCDE web site (ed.sc.gov) and log into the Member Center. Roles assigned to the user are based on the person's job responsibilities at the school or district.

- WAC – Web Access Coordinator (District role)
- New WAC must enter an **eSupport** ticket and attach a memo from his/her district superintendent requesting that the employee be assigned these rights.
- WAC can assign **Roles**.
- SCDE can assign access to **Groups**.
- AMT – Access Management Tool


Access Management Tool (AMT) - 1

- Allows district-level management for user accounts for staff in each district
- Provides access for some applications managed by SCDE
- Requires WAC (Web Access Coordinator) – 1 or more district-level staff --to manage user accounts
 - WAC sets roles and assign users for different applications
 - WAC moves users to new schools in your district
 - WAC opens support ticket if a user's email address changes
 - WAC gets an automated email when a user requests assistance

NOTE: Individual users can request a password reset; email is sent to the user with a temporary password which must be used within 4 hours.

Access Management Tool (AMT) - 2

Membership Role Guide



MEMBERSHIP ROLE GUIDE

View Role/Application

View Application/Role

USER LOGIN ISSUES

User Password Rules

Common Login Issues

Membership Role Guide

Roles by Applications

The views provided present SCDE applications that are assigned by a role. This view also provides listing by role and application.

APPLICATION NAME	ROLE
2018 SC Technology Counts	Technology Counts Survey - District User
	Technology Counts Survey - School User
Accreditation Compliance Form	District Accreditation Contact
	Principal
	Superintendent
ADS - ADEPT Data System	ADEPT Coordinator
Adult Education Dropout Data Application	Drop Out Coordinator
Advanced Data Transfer System	Accountability Coordinator
	Assessment Coordinator
	Attendance Coordinator
	CTE ADT
	CTE Monitoring

Access Management Tool (AMT) - 3

District WACs also have access to search and update information for each user at both district and school levels.

AMTHomeUsersApplicationsRolesGroups

Application PortalLOGOUTHELP

Search For User

Last Name:

First Name:

Email:

Search

Browse by Location

South Carolina

CERRA

Career Guidance Consortia

Community

Department of Education

Division of Educator Quality

Early Childhood

Food Services

Head Start

Higher Education

Home School

Other

PK-12

Private

State Agencies

State Board of Education

Color Legend

Search:

First Name	Last Name	Email	Org Name
Susan	Bell	SBELL2@ed.sc.gov	Department of Education

InfoApplicationsRolesGroupsUser Admin Status

*First Name:

*Last Name:

Title:

Phone:

Fax:

*Address:

*City:

*State:

*Zip:

Email:

Location:

Grace Logins Left:

Last Login:

Status:

Disabled Date:

Password Expires:

Educator Access

[Educator Portal - South Carolina Department of Education](#)

Applicants and educators may create a user account in the enhanced educator certification and information system, [SC Educator](#).

The portal allows educators to make requests and upload documents directly to their certification record.



SOUTH CAROLINA
DEPARTMENT OF EDUCATION
ed.sc.gov

Application Web Portal

Username
lamos

Password

Logon

Forgot your password? [Reset it](#)

Don't have an account? [Create it](#)

Educators

Click [here](#) to access your certification information through the educator portal.

For Quick Access

Educators

Click [here](#) to access your certification information through the educator portal.

SCDE Support

- [SCDE eSupport](#)– Request technical support through eServices tickets

Note to all District/External Users:

- If you have problems logging in, please ensure you are using your full district email address and current password for the Application Management Tool (AMT—formerly referenced as Member Center). If you still have issues, you will need to submit a ticket so that you can receive assistance as well.
- You may also send an email to PowerSchool@ed.sc.gov with subject line of “Issue with AMT Login credentials” or something similar.
- [Information Systems](#) – [South Carolina Department of Education](#)
- SISSUPPORT – [LISTSERV 16.5 - Subscribe or Unsubscribe](#) SISSUPPORT administrator must add users to this list where District Level Users share information.

Listserv Support

List Serv for PS: SISSupport -- Subscribe!

- To send an email to the list: SISSUPPORT@LISTSERV.ED.SC.GOV
- To contact the list owner: SISSUPPORT-request@LISTSERV.ED.SC.GOV
- To unsubscribe from the list: SISSUPPORT-signoff-request@LISTSERV.ED.SC.GOV
- The home page: <http://listserv.ed.sc.gov/scripts/wa.exe?A0=SISSUPPORT>
- The subscription page:
<http://listserv.ed.sc.gov/scripts/wa.exe?SUBED1=SISSUPPORT>

SCDE/PS Data Collection and Reporting - 1

Data Collection

Collecting data through the Student Information System (currently PowerSchool) requires understanding the following:

- the data collection process
- the Enrich data collection tool
 - » Access/who is responsible for setting up
 - » Verifying and uploading data
- Nightly Automatic Data Push
- Ed-Fi data publishing to the district ODS through the Ed-Fi API
 - » Ed-Fi integration 2022-2023 to begin near the end of September 2022

SCDE/PS Data Collection and Reporting - 2

Data Collection Schedule

- This [schedule](#) provides deadlines so PS Coordinators can plan ahead and set up calendars for their school-level data personnel.
- NOTE: Updates are necessary from time to time so look for these throughout the school year.

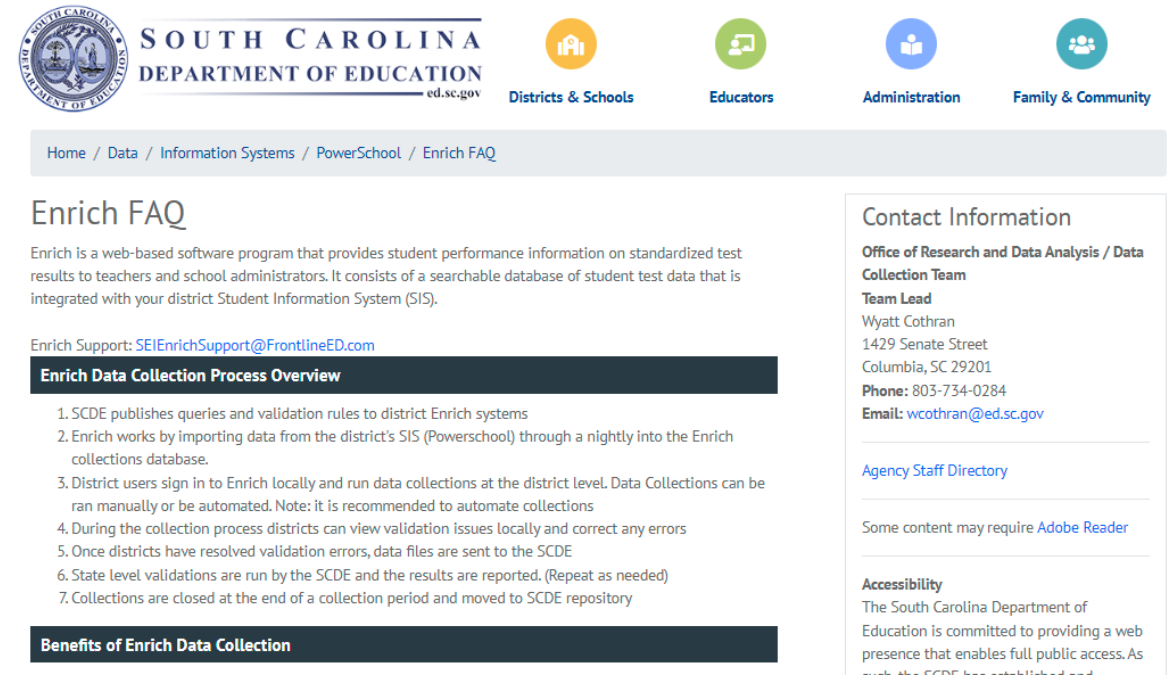
SC Department of Education
2021-2022 Enrich SIS
Data Collection Schedule

Data Being Collected	Dates (dates may be updated)
Summer School Data: CERDEP and Read to Succeed	August 16, 2021 @ 4:00 pm
SEI August Snapshot	August 24, 2021 @ 4:00 pm
Grade 2 Testing Precode Data (CogAT/IA)	August 24, 2021 @ Noon
4K and 5K Precode Data Collection	September 3, 2021 @ Noon
PEBT - Summer	September 13, 2021 @ 4:00 pm
SEI September Snapshot	September 20, 2021 @ 4:00 pm
Current Year Dropout Data	September 7 – 22, 2021 @ 9:00 am
QDC 1(district's 45 th day) IM, Dropout	October 1 – November 5 , 2021 @ 9:00 am
Precode: Spring NAEP	October 4, 2021 @ noon
SEI October Snapshot	October 19, 2021 @ 4:00 pm
Precode Fall EOCEP	October 29, 2020 @ noon
45 Day Funding Reports	October 25 – November 12, 2021 @ 4:00 pm
SEI November Snapshot	November 15, 2021 @ 4:00 pm
Early Validation for December Dropouts, SC-Alt, SCNCSC, IM	November 15 -30, 2021 @ 5:00 pm
December Drop-Out Collection	December 1 – 20, 2021 at 9:00 am
Precode: Spring ACCESS for ELLs	December 9, 2021 @ noon
QDC 2/ IM	December 10 - January 24, 2022 @ 4:00 pm
Precode: Spring SC-Alt	December 1, 2021 @ noon
SEI December Snapshot	December 20, 2021 @ 4:00 pm
Precode: Spring Ready to Work	December 30, 2021 @ noon
Precode Print: SC READY ELA & Math (grades 3-8); SC PASS Science (grades 4 and 6)	January 13, 2022 @ noon

Enrich - 1

Enrich FAQ page

- Enrich Data Collection (EDC) Process Overview
- Benefits of EDC
- Enrich Assess KnowledgeHub
- SIS Data Collections
- Resource Documents



The screenshot shows the Enrich FAQ page on the South Carolina Department of Education website. The header includes the state seal and navigation links for Districts & Schools, Educators, Administration, and Family & Community. A breadcrumb trail reads: Home / Data / Information Systems / PowerSchool / Enrich FAQ. The main heading is "Enrich FAQ", followed by a paragraph explaining that Enrich is a web-based software program for standardized test results. Below this is a link for Enrich Support: SEIEnrichSupport@FrontlineED.com. A dark blue section titled "Enrich Data Collection Process Overview" contains a 7-step process: 1. SCDE publishes queries and validation rules; 2. Enrich imports data from the district's SIS; 3. District users sign in and run data collections; 4. Districts view validation issues and correct errors; 5. Data files are sent to SCDE after validation; 6. State-level validations are run and reported; 7. Collections are closed and moved to the SCDE repository. Another dark blue section titled "Benefits of Enrich Data Collection" is partially visible. On the right, a "Contact Information" sidebar lists the Office of Research and Data Analysis / Data Collection Team, Team Lead Wyatt Cothran, address, phone (803-734-0284), and email (wcothran@ed.sc.gov). It also includes a link to the Agency Staff Directory and an Accessibility statement.

Enrich FAQ

Enrich is a web-based software program that provides student performance information on standardized test results to teachers and school administrators. It consists of a searchable database of student test data that is integrated with your district Student Information System (SIS).

Enrich Support: SEIEnrichSupport@FrontlineED.com

Enrich Data Collection Process Overview

1. SCDE publishes queries and validation rules to district Enrich systems
2. Enrich works by importing data from the district's SIS (Powerschool) through a nightly into the Enrich collections database.
3. District users sign in to Enrich locally and run data collections at the district level. Data Collections can be ran manually or be automated. Note: it is recommended to automate collections
4. During the collection process districts can view validation issues locally and correct any errors
5. Once districts have resolved validation errors, data files are sent to the SCDE
6. State level validations are run by the SCDE and the results are reported. (Repeat as needed)
7. Collections are closed at the end of a collection period and moved to SCDE repository

Benefits of Enrich Data Collection

Contact Information

Office of Research and Data Analysis / Data Collection Team

Team Lead
Wyatt Cothran
1429 Senate Street
Columbia, SC 29201
Phone: 803-734-0284
Email: wcothran@ed.sc.gov

[Agency Staff Directory](#)

Some content may require [Adobe Reader](#)

Accessibility
The South Carolina Department of Education is committed to providing a web presence that enables full public access. As such, the SCDE has established and

Enrich - 2

Enrich PowerSchool Data Collections – How This Works

- The SCDE uses the Enrich Data Collection tool to collect district data from PowerSchool.
- Each district PS Administrator must manually submit the data to SCDE or schedule automatic submissions.
- SCDE does NOT pull school/district data – each PS district-level coordinator or IT Director must submit it.
- Note: The Enrich program data (IEP, RTI, 504, etc.) are NOT collected by Enrich Data Collection. The only assessment data that will be collected are the Dial4 scores for pre-kindergarten students.

Enrich - 3

Enrich PowerSchool Data Collections

The SCDE only collects data required by or for purposes of the following:

- State Board of Education regulations
- The Legislature (law, proviso)
- Federal and State Reporting
- Accountability
- Accreditation
- Funding

Enrich - 4

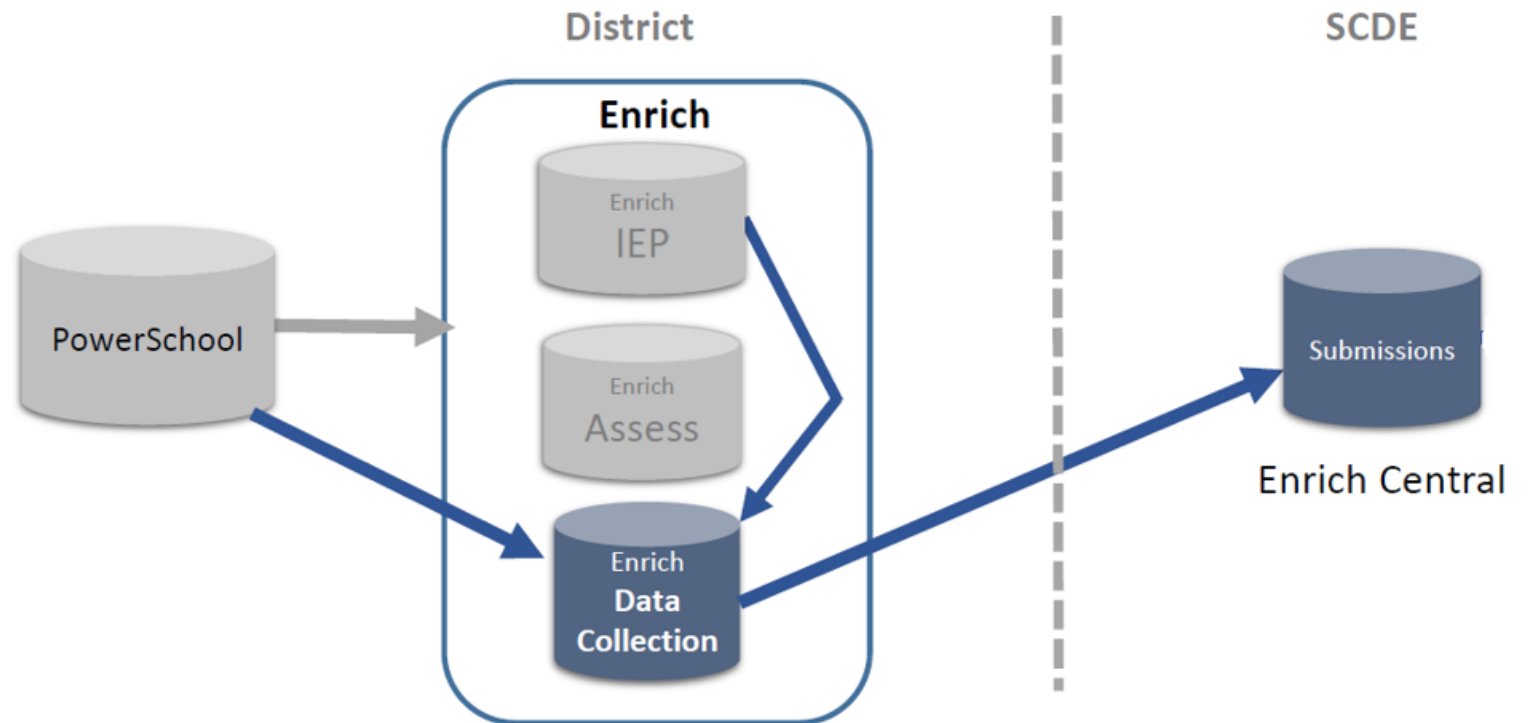
Enrich Data Collection Module

PowerSchool data is sent to several different databases on the district Enrich server.

The Enrich Data Collection tool submits data from the district Enrich Data Collection database by the District Technology coordinator.

The district Special Education designated user submits data to the SCDE Office of Special Education Services through Enrich but does not have access to see or submit PowerSchool data to SCDE.

Enrich Data Collection Module

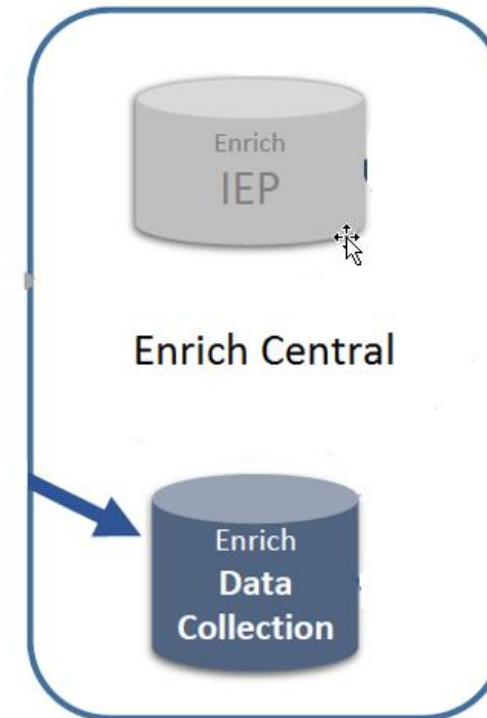


Enrich - 5

Enrich Central at SCDE

Data submitted to Enrich Central, which is the SCDE server that holds the collected data from both the Enrich IEP and the PowerSchool Enrich Data Collection tool are stored in separate databases.

Enrich Central at SCDE



State Reporting Release Notes

What are State Reporting Release Notes?

Release notes from PowerSchool detail changes that were made in PowerSchool and that appear in the respective State Reporting version update.

Bookmark the Release Notes page for South Carolina:

<https://docs.powerschool.com/USASC/release-notes>

- Also note: A release announcement is posted on [PowerSchool Community](#) when the installer is available for download.

The screenshot shows a web browser window with the URL docs.powerschool.com/USASC/release-notes/state-reporting-22-8-1-0-release-notes. The page title is "State Reporting 22.8.1.0 Release Notes". A sidebar on the left lists various release notes for different versions of State Reporting. The main content area contains a table with three columns: Reference, Summary, and Release Note. The table lists three items: PSSR-291202 (Ed-Fi Staffs Resource), PSSR-290018 (SC08 Master Classification List 4.6 Duration for Students With Multiple School Enrollments), and PSSR-298544 (State Student Pages Keep Loading On Submit). Each item has a corresponding release note describing the changes.

Reference	Summary	Release Note
PSSR-291202	Ed-Fi Staffs Resource	The following has been verified for the StaffUniqueID update. <ul style="list-style-type: none">staffUniqueid is added with a mapping to staffUniqueID=concat(prefs.districtnumber.users.dcid)Under identificationCodes, staffIdentificationSystemDescriptor is added as an array with logic "When s_sc_usr_x_tchr_id <-> NULL then s_sc_usr_x_tchr_id="Educator ID".When USERS.teachernumber <-> NULL then USERS.teachernumber="TeacherNumber".Under identificationCodes, identificationCode is added with logic s_sc_usr_x_tchr_id: USERS.teachernumber;Staffcredentials object is added.Under credentials, verify that an array of credentialReference is added.Under credentialReference, added credentialIdentifier mapped to users.sif_stateprid CONCAT ("SC Teacher Certification Number ", users.sif_stateprid)Under credentialReference, added stateOfIssueStateAbbreviationDescriptor will be exactly as it downloaded from ODS, SC
PSSR-290018	SC08 Master Classification List 4.6 Duration for Students With Multiple School Enrollments	SC08 Master Classification List 4.6 Duration shows the correct values for Students With multiple School Enrollments.
PSSR-298544	State Student Pages Keep Loading On Submit	The State/Province - SC Student pages successfully load upon Submit.

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Data Dictionary

What is the state reporting data dictionary?

<https://docs.powerschool.com/USASC/data-dictionary>

The state reporting data dictionary documentation contains state-specific database information and is a supplement to the [PowerSchool Data Dictionary](https://docs.powerschool.com/USASC/data-dictionary).

docs.powerschool.com/USASC/data-dictionary/s_sc_stu_x-ver-14-7-2

PowerSchool SIS South Carolina

Using Online Documentation
Release Notes
Additional Resources
South Carolina Reports in PowerSchool
Ed-Fi Reference
Incident Management
State Reporting Setup
Civil Rights Data Collection CRDC
Data Dictionary

CRDC Specific to South Carolina: S_CRS_CRDC_X (ver 16.3.0)
CRDC Specific to South Carolina: S_SCH_CRDC_X (ver 16.1.0)
CRDC Specific to South Carolina: S_SEC_CRDC_X (ver 16.1.0)
CRDC Specific to South Carolina: S_STU_CRDC_X (ver 14.11.0)
S_SC_CRS_DEPRECATED_X (ver 16.1.0)
S_SC_CRS_X (ver 16.1.0)
S_SC_RPTADDONEXTRACT_C (ver 14.9.3)
S_SC_RPTADDONHEADER_S (ver 14.9.3)
S_SC_SCH_X (ver 17.2.0)
S_SC_SEC_X (ver 15.7.3)

S_SC_STU_X (ver 14.7.2)

This table is an extension of the Students table.

Column Name	Version	Data Type	Description
StudentsDCID	14.7.2	Number(10,0)	A foreign key that relates the extended table to the [Students] table.
AdultEd_GradDate	17.7.0	Date	Adult Education Graduation Date.
Advisor	15.7.3	Varchar2(35)	The student's advisor.
AED_Completion_Date	17.8.0	Date	Date student completed AED training.
AED_OptOut_Date	17.8.0	Date	Date student opted out of AED training.
AltAssessCde	14.7.2	Varchar2(1)	Alternate Assessment Indicator.
AltAssessException	14.7.2	Varchar2(1)	Alternate Assessment Exception Indicator.
AltAssessTA_Firstname	14.7.2	Varchar2(25)	First name of the Test Administrator.
AltAssessTA_Lastname	14.7.2	Varchar2(35)	Last name of the Test Administrator.
AP_Participant_Nbr	16.7.2	Varchar2(8)	The AP Participant Number
AwardEarnCode	15.7.3	Varchar2(1)	Choose the code identifying the award received by this student. <i>Migrated</i>



State Reporting Validations

Validations are available to help with verification of entries.

- Level Data Validation within PowerSchool
- Data Quality and Reporting (DQR)
- Reporting Manager

SC Transcripts and eTranscripts - 1

PowerSchool Transcript Templates

- ORDA/PS Staff delivers the SC Standard Transcript Templates for PowerSchool to SC districts and schools.
- These templates provide standard reports for students when applying for SC scholarships (through the SC Commission on Higher Education) and when fulfilling requests for applications to colleges and universities.
- [South Carolina Standard Transcript Templates for PowerSchool V2.1 \(PDF 2.1 MB\)](#)

SC Transcripts and eTranscripts - 2

South Carolina eTranscript Initiative - Parchment

- [Free eTranscripts](#) for SC Students
- Use of Parchment, Inc. (formerly Docufide), to facilitate electronic transfer of high school transcripts to colleges and universities.
- SC high school students can forward their official high school transcripts to colleges and universities through a paperless eTranscript system.
- eTranscript system supports colleges processing transcripts electronically to other schools and third-party destinations.
- The **Parchment Send** service also includes High School-to-High School records exchange.

Register your High School for eTranscripts -
<https://www.parchment.com/start-the-conversation/>

Data Collection Processes and Procedures - 1

- Data Collection starts the first time a student enters your door!

Stress to your clerks, administrators or anyone who works with enrolling students into PS the importance of requiring a Birth Certificate or other legal document to verify the child's full name and birth date.

Other legal documentation is based on school and district policy.

Data Collection Processes and Procedures - 2

Required Field Values for Enrolling a Student into School

- **Name**
Legal First, Middle, and Last Name as it appears on the student's birth certificate, passport, or other legal document per your district policy
Preferred First, Middle, and Last Name per parent or student
- **Phone Number** (Primary number for contacting person responsible for student)
- **Enrollment Date** (Current Date auto-populates; MUST be actual date student begins attending classes)
- **Full-Time Equivalency – FTE** (Set up by your district administrator) entered at SCHOOL level

If you mistakenly record a student's enrollment date as a date before or after the date the student is actually enrolled in classes, you will create attendance issues that will impact your average daily attendance and average daily membership (ADA/ADM) numbers and regional compliance reporting.

Use Full-Time Equivalency, or FTE, to associate groups of students with different attendance values for the same day—for example, full-time and part-time students.

If you forget to choose an FTE for a new enrollee, the system will not accept the enrollment and will require you to enter an FTE.

Data Collection Processes and Procedures - 3

Major Data Collection Dates

QDC is the acronym for Quarterly Data Collection. QDCs are SCDE's main PowerSchool data collections.

These data collection terms are used interchangeably:

- QDC1 and 45-day
- QDC2 and 90-day
- QDC3 and 135-day
- QDC4 and 180-day or End of Year

Only the 45-day and 135-day are date-specific meaning that the last time a district submits its data for each specific timeframe should be on the district's 45th or 135th day.

QDC2 and QDC4 are not date-specific. Data may be transmitted as often as desired until the date the Data Collection closes.

Data Collection Processes and Procedures - 4

45-day QDC data collection vs. 45-day Funding Extracts:

- 45-day QDC data collection – snapshot of data on your 45th day of school – Individual Student Data
- 45-day Funding Extracts – Aggregate data - queries remain open longer and allow you to correct EFA/EIA errors, recreate extracts, and retransmit the extracts to SCDE.
- These concepts also apply to 135-day data collections.

Data Collection Processes and Procedures - 8

Enrich Data Collection Tool – PowerSchool

- Queries are written by SCDE based on data collection needs.
- Data collections are opened and closed by SCDE.
- Data are sent directly from district Enrich server to server at SCDE.
- PowerSchool data collected through Enrich and data collected from the Enrich IEP are kept in separate databases.
- Some validations are done as you collect the PowerSchool data.

Data Collection Processes and Procedures - 9

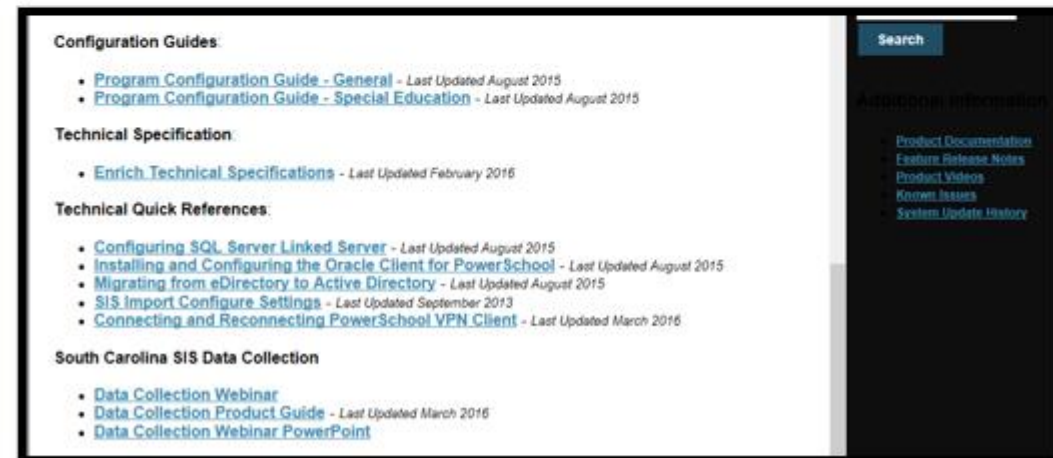
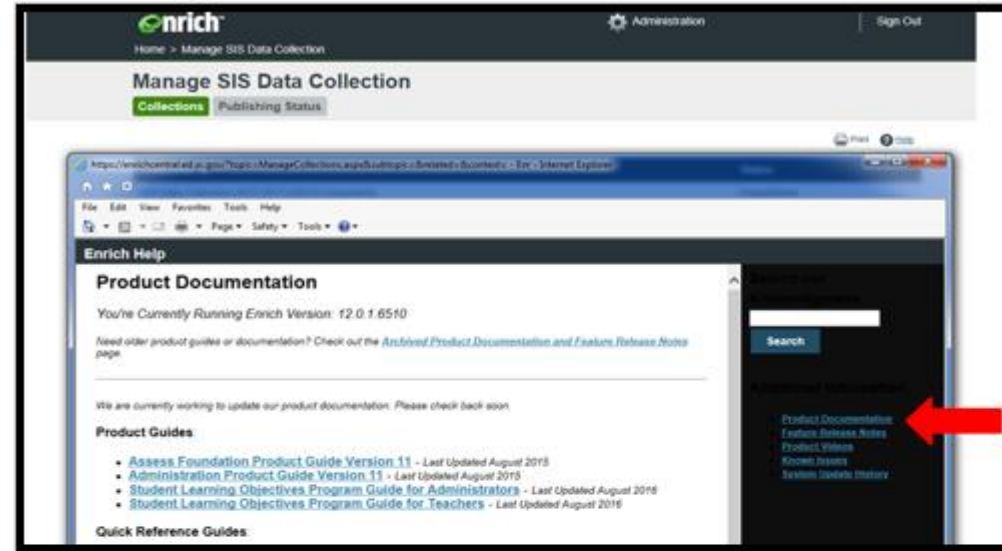
Enrich Data Collection Tool – PowerSchool

- The Enrich Data Collection tool is a two-step process.
- The first step involves the collection of the data from the district PowerSchool server and puts this data in the district's Enrich database.
- Validations are run against this collected data and the Validation Report created may be viewed and/or downloaded from Enrich.
- The second step actually submits the collected data from the district Enrich server to SCDE.
- The first time you submit data for a data collection, all data are sent. The next time, only the changed data are sent.
- Each district can schedule data collections and data submissions to occur automatically.

Data Collection Processes and Procedures - 10

Enrich Data Collection Tool

- Documentation:
All product documentation is accessed online within Enrich by clicking on Help.



Data Collection Processes and Procedures - 11

Enrich Data Collection Tool

- Log Entries:
Check Log Entries to ensure data are collected/submitted successfully.

View Log (2016-2017 (QDC))

Print ? Help

Showing 10 days of log entries.

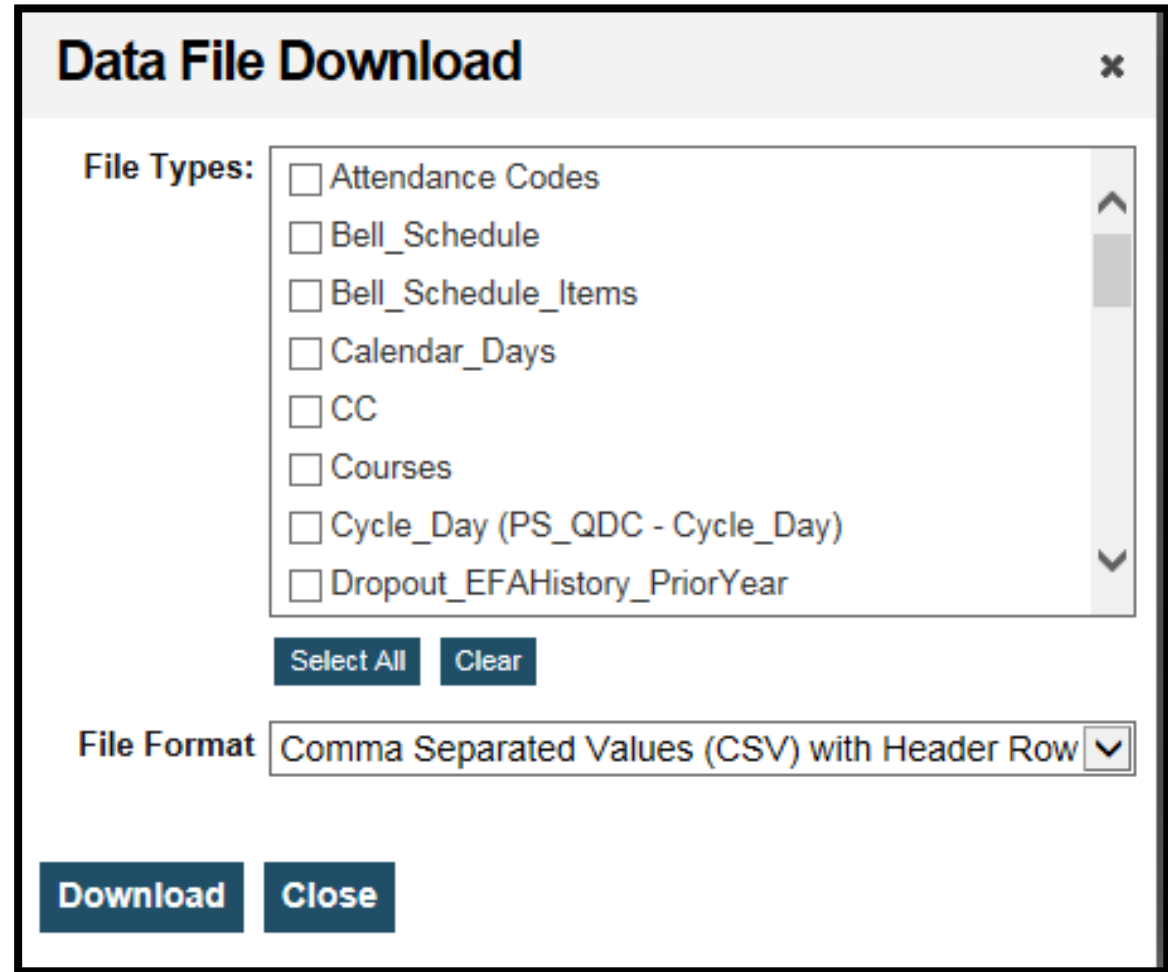
Log			
Time ▼	Duration	Status	Log
1/5/2017 10:35:36 AM	00:21:09	Succeeded	[00:21:07]: Revalidating Gen (School District) [00:21:07]: Revalidating Fields (School District) [00:21:07]: Revalidating Cycle_Day (PS_QDC - Cycle_Day) (School District) [00:21:07]: Revalidating EIA_History (School District) [00:21:07]: Revalidating Terms_PriorYear (School District) [00:21:07]: Revalidating Special_Pgm_Enrollments (School District) [00:21:07]: Revalidating ReEnrollments (PS_QDC - ReEnrollments_Part1 & PS_QDC - ReEnrollments_Part2) (School District) [00:21:09]: Collection and validation completed successfully. [00:21:09]: Test of period 2016-2017 (QDC) completed successfully.
1/4/2017 12:50:30 PM	00:15:47	Failed	[00:00:00]: Starting test of period: 2016-2017 (QDC) [00:00:00]: using data source: PowerSchool [00:00:00]: Ensuring sources exist for all districts in system. [00:00:00]: Resetting any previously collected data. [00:00:25]: Collecting data... [00:00:25]: Collecting Teacher_Race (School District) [00:00:29]: Collecting Prefs (School District) [00:00:29]: Collecting EarlyChildhood (School District) [00:00:40]: Collecting Students (School District) [00:01:18]: Collecting Attendance (School District)

1

Data Collection Processes and Procedures - 12

Enrich Data Collection Tool

- “Download” link:
The PS administrator may download the actual data files submitted through Enrich by clicking on the “Download” link.



The screenshot shows a window titled "Data File Download" with a close button (X) in the top right corner. Inside the window, there is a section labeled "File Types:" followed by a list of data file types, each with an unchecked checkbox. The list items are: Attendance Codes, Bell_Schedule, Bell_Schedule_Items, Calendar_Days, CC, Courses, Cycle_Day (PS_QDC - Cycle_Day), and Dropout_EFAHistory_PriorYear. To the right of the list is a vertical scrollbar. Below the list are two buttons: "Select All" and "Clear". Below these buttons is a "File Format" label followed by a dropdown menu currently showing "Comma Separated Values (CSV) with Header Row". At the bottom of the window are two buttons: "Download" and "Close".

Data File Download [X]

File Types:

- ☐ Attendance Codes
- ☐ Bell_Schedule
- ☐ Bell_Schedule_Items
- ☐ Calendar_Days
- ☐ CC
- ☐ Courses
- ☐ Cycle_Day (PS_QDC - Cycle_Day)
- ☐ Dropout_EFAHistory_PriorYear

[Select All] [Clear]

File Format Comma Separated Values (CSV) with Header Row [v]

[Download] [Close]



Data Collection Processes and Procedures - 13

Updating Server IP Address

- If a district gets a new PowerSchool server (with a new IP address) or moves to a hosted PowerSchool solution, **the following steps must be completed:**
 - Put in a support ticket with Enrich to change the IP address for the Enrich connection.
 - Send all Enrich support requests to the helpdesk@excent.com email address.

Data Collection Processes and Procedures - 14

Ed-Fi Data Publishing

Ed-Fi integration for 2022-2023 will begin near the end of September 2022. The Data Collection Team will be in touch with the rollout schedule!

Student Information System (SIS) Data Entry Manual - 1

About our Student Information System (SIS)

- Current SIS is PowerSchool.
- Primary Source for STUDENT DATA
- Data Maintained by Local SD
- Data Transferred (pushed from districts) electronically to the SCDE through the Enrich Data Collection tool
- Submitted “source” data used to fulfill SC State and/or national data reporting mandates
- Only Data Values Needed for Reporting Purposes Included in Queries

STATE OF SOUTH CAROLINA DEPARTMENT OF EDUCATION

MOLLY M. SPEARMAN
STATE SUPERINTENDENT OF EDUCATION
SECRETARY TO THE STATE BOARD OF EDUCATION



Student Information System Data Entry Manual

Office of Research and Data Analysis
Version 22.03.00

The South Carolina Department of Education does not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, veteran status, or disability in admission to, treatment in, or employment in its programs and activities. Inquiries regarding the nondiscrimination policies should be made to the Employee Relations Manager, 1429 Senate Street, Columbia, South Carolina 29201, 803-734-8781. For further information on federal non-discrimination regulations, including Title IX, contact the Assistant Secretary for Civil Rights at OCR.DC@ed.gov or call 1-800-421-3481.

Student Information System (SIS) Data Entry Manual - 2

9GR – 9th Grade Code

- NinthGradeCode
- [S_SC_STU_X]
- Critical to Graduation Rate
- Once Entered -- Do Not Change; Otherwise, Documentation Required
- SCDE Content Contact: Lisa Woodard

About this field:

Federal guidelines require that schools appropriately identify the year in which a student enters 9th grade for the first time.

In PowerSchool, that information is collected and reported from the 9GR field.

The 9GR value identifies the beginning of the four-year cohort period for every high school student.

For most students, you assign the 9GR value when the student promotes from the 8th grade or enrolls in the 9th grade for the first time.

(Explanation continued in SISDEM GUIDE.)

Ed-Fi and Interoperability

Ed-Fi and Interoperability

- [How Ed-Fi Can Help You Make the Most of Your Data \(sc.gov\)](#)
- [Ed-Fi In South Carolina](#)
 - SC PowerSchool to Ed-Fi Mapping
 - Error Resolution
 - District Ed-Fi Integration in PowerSchool

State Reporting - 1

PS State Reports Page

- Start Page > Reports > Reports (State Reports)

Start Page > Reports > Reports (State Reports)

Functions

- Attendance
- Dashboard
- Enrollment Summary
- Health Management
- Importing & Exporting
- Incident Management
- Master Schedule
- Search Attachments
- Special Functions
- Special Programs
- Teacher Schedules

Reports

- Form Reports
- System Reports
- ReportWorks

Data Exchange

- EdFi Survey
- EdFi_9997_2022_v2

People

- Student Search
- Staff Search
- Contact Search
- Enroll Student
- Create Staff
- Create Contact

Setup

- District
- System

Reports

System ReportWorks State State Initialization Engine Setup Enterprise Reporting SDE

Civil Rights Data Collection (2015-2016)	Version	Description
CRDC Report - Part 1 (2015-2016)	3.3.4	2015-2016 Civil Rights Data Collection (CRDC) Report - Part 1
CRDC Report - Part 2 (2015-2016)	3.5.5	2015-2016 Civil Rights Data Collection (CRDC) Report - Part 2

Civil Rights Data Collection (2017-2018)	Version	Description
CRDC Report (2017-2018)	1.3.3	2017-2018 Civil Rights Data Collection (CRDC) Report

Civil Rights Data Collection (2020-2021)	Version	Description
CRDC Report (2020-2021)	1.2	2020-2021 Civil Rights Data Collection (CRDC) Report

Add-On Weightings	Version	Description
SC24 Add-On Weightings Update	1.2.0	Updates the SC Add-On Weightings Fields based on data entered for Academic fields in PowerSchool.
SC27 Add-On Weightings List	1.1.7	Generates SC Add-On Weightings List Report
SC28 Add-On Weightings Report	1.1.2	Generates SC Add-On Weightings Totals Report and Extract
SC29 Add-On Weightings from Extract	1.0.2	Generates SC Add-On Weightings Totals from Extract
SC30 Add-On Weightings Select Funding Extract	1.0.1	Select an SC Add-On Weightings Extract for 45 day and 135 day state funding
SC32 Add-On Weightings District Summary	1.0.3	Generates SC Add-On Weightings District Totals from Extract
SC33 Delete Add On Weightings Extracts	1.0.0	SC33 Delete Add On Weightings Extracts allows users to select previously

High Achieving	Version	Description
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State Reporting - 2

Latest State Reporting Version

- Always check the release date for latest update:
State/Provincial Content: USA-SC
- The version is located at the bottom of the PS State Reports page

Example

EDFI_SC_3 ASSESSMENT	1.0	Assessments
EDFI_SC_3 DISCIPLINE	1.0	Student Discipline
EDFI_SC_3 ATTENDANCE	1.0	Attendance
EDFI_SC_3 GRADE	1.0	Student Grades
EDFI_SC_3 COHORT	1.0	Cohorts
EDFI_SC_3 TRANSCRIPT	1.0	Student Transcripts
South Carolina Ed-Fi Reporting		
EDFI_SC_3 DESCRIPTOR	1.0	Descriptors (Common Codes)
EDFI_SC_3 COURSEDATA	1.0	State Courses
State/Provincial Content: USA-SC 22.7.1.0.2.0		

State Reporting - 3

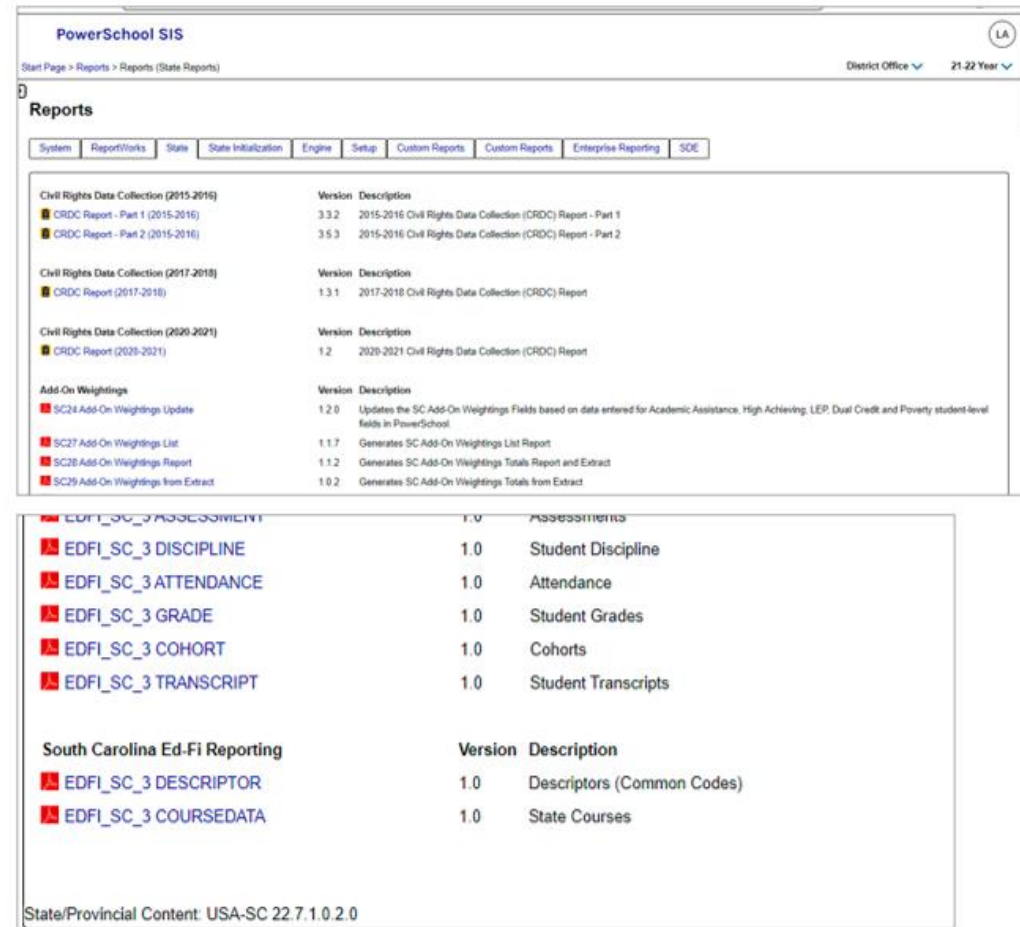
State Reports

- Civil Rights Collection
- Add-On Weightings
- High Achieving
- Chronic Absenteeism
- Truancy
- Attendance
- Legacy
- SC Class Rank
- Data Exchange (DEX)
- EdFi_SC_3 Ed-Fi Reporting
- South Carolina Ed-Fi Reporting
- Miscellaneous

EFA/EIA Classification Information - 1

EFA and EIA reporting

- Remember to check the release date for latest update:
State/Provincial Content:
USA-SC



The screenshot shows the PowerSchool SIS interface. The top navigation bar includes 'Start Page > Reports > Reports (State Reports)', 'District Office', and '21-22 Year'. The 'Reports' section is active, with sub-tabs for System, ReportWorks, State, State Initialization, Engine, Setup, Custom Reports, Custom Reports, Enterprise Reporting, and SOE. The main content area displays a list of reports with columns for Version and Description.

Report Category	Version	Description
Civil Rights Data Collection (2015-2016)		
CRDC Report - Part 1 (2015-2016)	3.3.2	2015-2016 Civil Rights Data Collection (CRDC) Report - Part 1
CRDC Report - Part 2 (2015-2016)	3.5.3	2015-2016 Civil Rights Data Collection (CRDC) Report - Part 2
Civil Rights Data Collection (2017-2018)		
CRDC Report (2017-2018)	1.3.1	2017-2018 Civil Rights Data Collection (CRDC) Report
Civil Rights Data Collection (2020-2021)		
CRDC Report (2020-2021)	1.2	2020-2021 Civil Rights Data Collection (CRDC) Report
Add-On Weightings		
SC24 Add-On Weightings Update	1.2.0	Updates the SC Add-On Weightings Fields based on data entered for Academic Assistance, High Achieving, LEP, Dual Credit and Poverty student-level fields in PowerSchool
SC27 Add-On Weightings List	1.1.7	Generates SC Add-On Weightings List Report
SC28 Add-On Weightings Report	1.1.2	Generates SC Add-On Weightings Totals Report and Extract
SC29 Add-On Weightings from Extract	1.0.2	Generates SC Add-On Weightings Totals from Extract
EDFI_SC_3 ASSESSMENT	1.0	Assessments
EDFI_SC_3 DISCIPLINE	1.0	Student Discipline
EDFI_SC_3 ATTENDANCE	1.0	Attendance
EDFI_SC_3 GRADE	1.0	Student Grades
EDFI_SC_3 COHORT	1.0	Cohorts
EDFI_SC_3 TRANSCRIPT	1.0	Student Transcripts
South Carolina Ed-Fi Reporting		
EDFI_SC_3 DESCRIPTOR	1.0	Descriptors (Common Codes)
EDFI_SC_3 COURSEDATA	1.0	State Courses

State/Provincial Content: USA-SC 22.7.1.0.2.0



EFA/EIA Classification Information - 2

EFA and EIA Reporting:

What are the steps for running 45-day and 135-day funding reports?

- Go to the [SIS Documents page](#) on the SCDE website, and download the following guide:

South Carolina PowerSchool EFA/EIA Step-by-Step Guide For Running 45-day and 135-day Funding Reports. Revised October 2016

EFA/EIA Classification Information - 3

EFA and EIA Reporting: State Initializations Tab

- The initialization processes displayed on the State Initialization tab should be run once, usually at the beginning of the school year.
- Ensure all PS users know when initializations are to be processed!

Reports		
System	ReportWorks	State
State Initialization	Engine	Setup
Custom Reports	Custom Reports	Enterprise Reporting
SDE		
Attendance		
Version	Description	
Attendance Code Standardization	2.0	Updates Attendance Codes & Attendance Categories to state approved values.
Miscellaneous		
Version	Description	
EFA/EIA Initialization (post-migration)	1.0	Initialization process for SC EFA/EIA (post-migration of EFA/EIA History).
Add-On Weightings		
Version	Description	
SC23 Add-On Weightings Initialization	1.0.6	Initialization process for SC Add-On Weightings Fields
Miscellaneous SC Fields		
Version	Description	
SC25 Miscellaneous SC Fields Initialization	1.7	Initialization process for Miscellaneous SC Fields
Precode		
Version	Description	
SC26 Precode Initialization	1.9	Initialization process for SC Precode Fields
Read To Succeed		
Version	Description	
Read to Succeed Initialization	1.0	Initialization process for Read to Succeed
State/Provincial Content: USA-SC 22.7.1.0.2.0		

EFA/EIA Classification Information - 4

South Carolina State Information: PowerSchool data entry pages created specifically for South Carolina

- All data entry pages created specifically for South Carolina can be accessed through the **South Carolina State Information** page; exceptions are the IGP pages.
- Note the EFA/EIA Classification Information link near the top of this page.

The screenshot displays the PowerSchool SIS interface. At the top, there's a navigation bar with 'Quick Lookup', 'Print A Report', 'Switch Student', and 'List (1852)'. The main header is 'PowerSchool SIS' with a sub-header 'Start Page > Student Selection > South Carolina State Information'. The left sidebar contains a menu with categories: 'Information' (Access Accounts, Addresses, Attachments, Contacts, Custom Screens, Demographics, Document Delivery, Emergency/Medical, Family, Health, Modify Info, Other Information, Student Email, Parents, Photo, State/Province - SC, Transportation, Forms), 'Data Exchange' (Publishing, Reconciliation), and 'Academics' (Academic and Career Plans, Attendance, Centris Group - IEP Viewer, Counselor Dashboard, Cumulative Info, Fitness, Graduation Plan Progress, Graduation Plan Selection, Graduation Progress). The 'State/Province - SC' link is highlighted with a red box. The main content area is titled 'South Carolina State Information' and shows student details for 'Abar, Kaniya Xzorion' (ID 10 15591, P3). Below this, a list of links is provided, with 'EFA/EIA Classification Information' highlighted in blue.

Quick Lookup
Print A Report
Switch Student
List (1852)

PowerSchool SIS

Start Page > Student Selection > South Carolina State Information

South Carolina State Information

Abar, Kaniya Xzorion 10 15591 P3

South Carolina State Information

State ID

Include this student in State Reporting

Self Contained Class

EFA/EIA Classification Information

Contacts

Chronic Absenteeism

Truancy

CTE

Early Childhood

South Carolina Student Information

MLP

Read To Succeed

Precode

Students Not Tested on State Assessments

Transportation

Work-based Learning

Homeless Student Information

Immunizations

Graduation Rate Planning Worksheet

Civil Rights Data Collection (CRDC)

Privacy and Security

EFA/EIA Classification Information - 5

EFA/EIA Classification Information Page Tabs

- EFA Code Entry
- EFA History
- EIA Code Entry
- EIA History
- Add On Weightings
- Add On Weightings History
- Standardized Test Performance
- Standardized Test Performance History
- High Achieving
- High Achieving History

There are 10 different tabs for which you will provide more specific details.

You will need to know which fields are pertinent for which students based on communication with the district or school coordinators responsible for identifying students whose data are necessary for funding purposes.

If you as a data-entry user do not know the accurate status for each student's information, always confer with administrative personnel whose job it is to provide those data to you.

EFA/EIA Classification Information - 6

EFA Classification Information

- Students are funded based on EFA Primary values along with additional subsets; select each tab and populate values as appropriate for each student for the following:
 - **EFA Code**
 - **EIA Code**
 - **Add-on Weightings**

EFA/EIA Classification Information - 7

EFA Codes

Note: PreK3 students are not eligible for Exceptional Program funding.

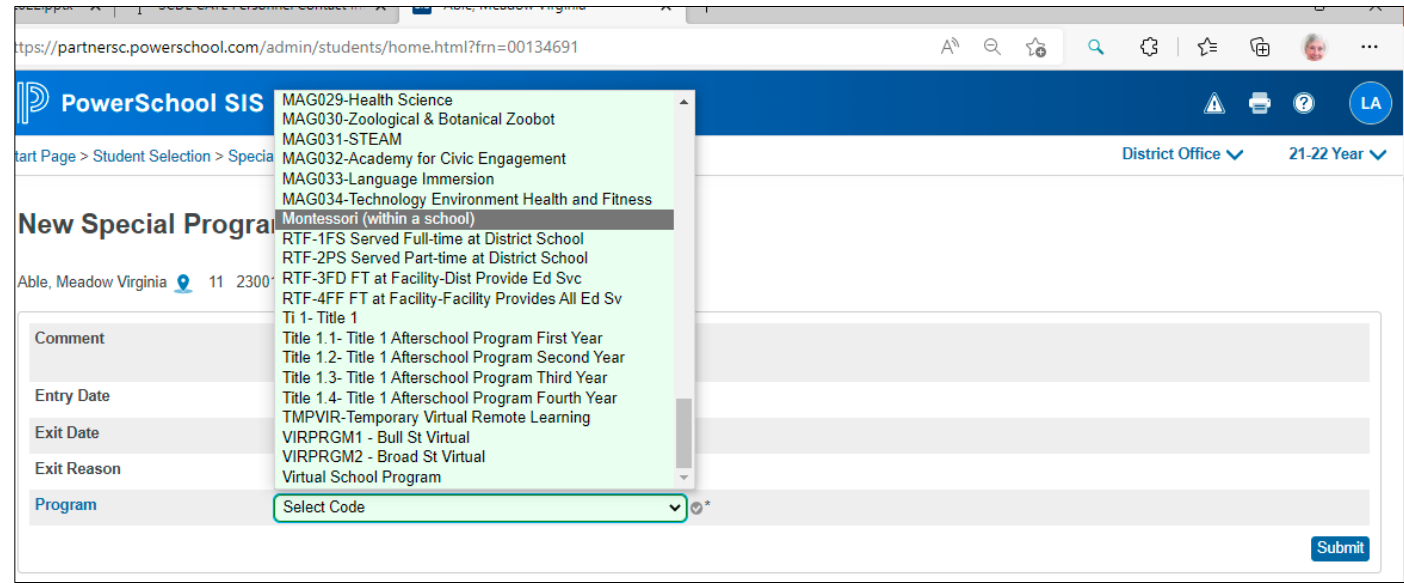
- Weightings have been updated for 2022-2023
- Enter the EFA code for the appropriate grade level on the EFA Code Entry page. Indicate grade level using the EFA Primary field.

The screenshot shows the 'EFA Code Entry' web form. At the top, there is a breadcrumb trail: 'Start Page > Student Selection > South Carolina State Information > EFA Code Entry'. On the right, there are dropdown menus for 'PowerSchool_Fifteen_2_8' and '22-23 Year'. The main title is 'EFA Code Entry'. Below it, there is a line with 'Test, Stud Pref S', a location pin icon, '-2 55296', and 'P15'. A row of tabs is visible: 'EFA Code Entry' (selected), 'EIA Code Entry', 'High Achieving', 'Add On Weightings', 'Standardized Test Performance Level', 'EFA History', 'EIA History', 'High Achieving History', 'Add On Weightings History', and 'Standardized Test Perf Level History'. The main content area has an 'EFA Primary:' dropdown menu. Below this is a section titled 'EFA Secondary Codes' containing two columns of dropdown menus. The left column has 'EFA 2:', 'EFA 4:', 'EFA 6:', 'EFA 8:', and 'EFA 10:'. The right column has 'EFA 3:', 'EFA 5:', 'EFA 7:', and 'EFA 9:'. At the bottom, there is an 'EFA History' section with a table header: 'Start Date', 'Stop Date', 'EFA Primary', 'EFA 2', 'EFA 3', 'EFA 4', 'EFA 5', 'EFA 6', 'EFA 7', 'EFA 8', 'EFA 9', 'EFA 10'. A 'Submit' button is in the bottom right corner.

EFA/EIA Classification Information - 8

Licensed Residential Treatment Facilities (RTFs)

- Enter the appropriate RTF code using the Special Programs page.
- Updated for 2022-2023: Students served in licensed residential treatment facilities (RTFs) for children and adolescents as defined under Section 44-7-130 of the 1976 Code shall receive a weighting of 2.10.



The screenshot shows the PowerSchool SIS interface for adding a new special program. The dropdown menu is open, displaying a list of program codes. The first section includes MAG codes: MAG029-Health Science, MAG030-Zoological & Botanical Zoobot, MAG031-STEAM, MAG032-Academy for Civic Engagement, MAG033-Language Immersion, and MAG034-Technology Environment Health and Fitness. The second section includes RTF codes: RTF-1FS Served Full-time at District School, RTF-2PS Served Part-time at District School, RTF-3FD FT at Facility-Dist Provide Ed Svc, and RTF-4FF FT at Facility-Facility Provides All Ed Sv. The third section includes Title codes: Title 1- Title 1, Title 1.1- Title 1 Afterschool Program First Year, Title 1.2- Title 1 Afterschool Program Second Year, Title 1.3- Title 1 Afterschool Program Third Year, and Title 1.4- Title 1 Afterschool Program Fourth Year. The fourth section includes virtual learning codes: TMPVIR-Temporary Virtual Remote Learning, VIRPRGM1 - Bull St Virtual, VIRPRGM2 - Broad St Virtual, and Virtual School Program. The 'Program' field is currently set to 'Select Code'.

Program
MAG029-Health Science
MAG030-Zoological & Botanical Zoobot
MAG031-STEAM
MAG032-Academy for Civic Engagement
MAG033-Language Immersion
MAG034-Technology Environment Health and Fitness
RTF-1FS Served Full-time at District School
RTF-2PS Served Part-time at District School
RTF-3FD FT at Facility-Dist Provide Ed Svc
RTF-4FF FT at Facility-Facility Provides All Ed Sv
Title 1- Title 1
Title 1.1- Title 1 Afterschool Program First Year
Title 1.2- Title 1 Afterschool Program Second Year
Title 1.3- Title 1 Afterschool Program Third Year
Title 1.4- Title 1 Afterschool Program Fourth Year
TMPVIR-Temporary Virtual Remote Learning
VIRPRGM1 - Bull St Virtual
VIRPRGM2 - Broad St Virtual
Virtual School Program



EFA/EIA Classification Information - 9

EFA Code Entry Example

Note: The student in the example displayed here is enrolled as -2 or PK3; as such, the student will not have an EFA Code entry.

Ensure the appropriate grade level is selected for the EIA Code entry: EC3 for the 3-year-old or EC4 for 4-year-old student.

The screenshot shows the 'EFA Code Entry' form for student Bracamontes, Andy Chavon (ID: -2 50263, P34). The form includes a breadcrumb trail: Start Page > Student Selection > South Carolina State Information > EFA Code Entry. A 'District Office' dropdown is in the top right. The form has several tabs: EFA Code Entry (selected), EIA Code Entry, High Achieving, Add On Weightings, Standardized Test Performance Level, EFA History, EIA History, and High Achieving History. Below these are sub-tabs: Add On Weightings History and Standardized Test Perf Level History. The main section contains dropdown menus for EFA Primary, EFA Secondary, EFA 2, EFA 4, EFA 6, EFA 8, and EFA 10. A dropdown menu is open for EFA Primary, showing options: K - Kindergarten, P - Primary, EL - Elementary, HS - High School, AU - Autism, EM - Mental Disabi-Mild, EH - Emotional Disability, HH - Deaf/Hard Hearing, HO - Homebound, LD - Spfc Learning Disabi, OH - Orthopedic Impair, SP - Speech/Lang. Impair, TM - Mental Disabi-Mod, VH - Visual Impairment, VOC - Vocational (Gr9-12), *OHI - Other Health Impair, *TBI - Traumatic Brain Inj, *PMD - Mental Disabi-Severe, and *DD - Developmental Delay. To the right of these are dropdowns for EFA 3, EFA 5, EFA 7, and EFA 9. At the bottom, there is an 'EFA History' section with a table header: Start Date, Stop Date, EFA Primary, EFA 2, EFA 3, EFA 4, EFA 5, EFA 6, EFA 7, EFA 8, EFA 9, EFA 10.

EFA/EIA Classification Information - 10

EIA Code Entry Example

Note: The student in this example is enrolled as -2 or PK3 and will have a Start Date and EIA 1 Code of EC3.

EIA Code Entry

Test, Stud Pref S -2 55296 P15

EFA Code Entry

EIA Code Entry

High Achieving

Add On Weightings

Standardized Test Performance Level

EFA History

EIA History

High Achieving History

Add On Weightings History

Standardized Test Perf Level History

EIA Codes

EIA 1: EC3 - 3 Year Olds

EIA History

Start Date	Stop Date	EIA 1
08-15-22		EC3

Submit

EFA/EIA Classification Information - 11

Add-On Weightings Page

- Note the “Current Status” and “Historical Status” sections.

Add On Weightings

Test, Student Ninth 9 15551 THS1

EFA Code Entry	EIA Code Entry	High Achieving	Add On Weightings	Standardized Test Performance Level	EFA History	EIA History	High Achieving History
				Add On Weightings History	Standardized Test Perf Level History		

Current Status

Last Updated	12/06/2016	
Academic Assistance	Yes	(Not Met on Elementary/Middle School Assessments or High School Assessments)
High Achieving	No	(GTA, GTR, AP, IB)
LEP	Yes	(ESL value of 1-5, 6NE, A-D, E, X)
Dual Credit	Yes	(Approved Dual Enrollment course where 'E' is the 7th character of the Course Number)
Poverty	*** (Calculated from Poverty Index times ADM at SCDE)	

Historical Status

Date Updated	Academic Assistance	High Achieving	LEP	Dual Credit	Poverty
10/11/2016	No	No	No	No	
10/11/2016	Yes	No	Yes	Yes	
11/08/2016	Yes	No	Yes	No	
11/08/2016	Yes	No	Yes	No	
11/08/2016	Yes	No	Yes	Yes	
11/08/2016	Yes	No	Yes	Yes	
11/08/2016	Yes	No	Yes	No	

EFA/EIA Classification Information - 12









Add-On Weightings: General Information

- Certain students receive additional funding for instruction, or Add-on Weighting (AOW). Add-on Weightings have been updated for FY 2022-2023.
- Students may receive multiple weights for personalized instruction; however, within each weight, students should only be counted once.
- Add-on Weightings Categories:
 - High Achieving (HIAC) – “High Achieving” tab
 - Academic Assistance (ACAS) – “Standardized Test Performance” tab
 - Limited English Proficiency (LEP) – “SC Student Information” page
 - Pupils in Poverty (PIP) – no current tab

EFA/EIA Classification Information - 13

Add-On Weightings Reports

- Days in membership in each category will be counted.
- ADM will be calculated, and funding will be based on this number.

Civil Rights Data Collection (2020-2021)		
	Version	Description
 CRDC Report (2020-2021)	1.2	2020-2021 Civil Rights Data Collection (CRDC) Report
Add-On Weightings		
	Version	Description
 SC24 Add-On Weightings Update	1.2.0	Updates the SC Add-On Weightings Fields based on data entered for Academic Assistance, High Achieving, LEP, Dual Credit and Poverty student-level fields in PowerSchool.
 SC27 Add-On Weightings List	1.1.7	Generates SC Add-On Weightings List Report
 SC28 Add-On Weightings Report	1.1.2	Generates SC Add-On Weightings Totals Report and Extract
 SC29 Add-On Weightings from Extract	1.0.2	Generates SC Add-On Weightings Totals from Extract
 SC30 Add-On Weightings Select Funding Extract	1.0.1	Select an SC Add-On Weightings Extract for 45 day and 135 day state funding.
 SC32 Add-On Weightings District Summary	1.0.3	Generates SC Add-On Weightings District Totals from Extract
 SC33 Delete Add On Weightings Extracts	1.0.0	SC33 Delete Add On Weightings Extracts allows users to select previously generated Add On Weightings report extracts for deletion.

EFA/EIA Classification Information - 14

Add-On Weightings Notes

- Add-on Weightings List looks like the Master Classification List
- Add-on Weightings Report looks like the Membership and Attendance Report
- If you have an issue, you should enter an eServices ticket. If we can't resolve, we will ask you to enter a PowerSchool ticket and add the PowerSchool case number to your eServices ticket for escalation.

EFA/EIA Classification Information - 15

Screenshot of Add-On Weightings List

Date: Oct 14, 2016

BEDS Code: 9999001

Name: Test High School 2

SC EFA Funding System

Add-On Weightings List

43 Day Data as of 10/14/2016

Page: 1 of 1

District Name: SCDE Test District

Student Information	Homeroom Teacher	Academic Assistance			High Achieving			LEP			Dual Credit			Poverty		
		Date	Gr	Dur	Date	Gr	Dur	Date	Gr	Dur	Date	Gr	Dur	Date	Gr	Dur
14631 Student, test Girl-twelfth											08/15	12	43			
720010000983 Test, Student Eleventh					08/15	11	43									
720010002084 Test, Student Eleventh-Grade											08/18	11	30			
											09/30	11	** 10			
720010002434 Test, Student Grade-Eleven											08/18	11	40			
15551 Test, Student Ninth		08/15	9	43				08/15	9	43	08/15	9	43			
720010001810 Test, Student Senior											08/15	12	43			
12878 Test, Student Tenth					08/15	10	43									
15553 Test, Student2 Eleventh					08/15	11	43				10/12	11	3			
15556 Test, Student2 Ten											10/12	10	3			



EFA/EIA Classification Information - 16

Screenshot of Add-On Weightings Report

Date: 10/14/2016		SC Pupil Accounting System										Page: 1 of 1	
BEDS Code: 9999001		Additional Student Weightings Report										District Name: SCDE Test District	
Name: Test High School 2		43 Day Data as of 10/14/2016											

Add-On Weighting Classification	00	01	02	03	04	05	06	07	08	09	10	11	12	Total	ADM
Academic Assistance										43	0	0	0	43	1.00
Dual Credit										43	3	73	86	205	4.77
High Achieving										0	43	86	0	129	3.00
LEP										43	0	0	0	43	1.00
Poverty										0	0	0	0	0	0.00
Totals	0	0	0	0	0	0	0	0	0	129	46	159	86	420	9.77
ADM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.00	1.07	3.70	2.00	9.77	

I certify that this report is true and correct:

Extract Status: An Extract has been created, 10/14/2016 08:07:08 AM

Marvin Gaye, Principal

Dr. Fred Rogers, Superintendent



EFA/EIA Classification Information - 17

Screenshot of the Standardized Test Performance Page

PowerSchool

Welcome, Susan Bell | Help | Sign Out

School: Test High School 1 Term: 16-17 Year

Start Page > Student Selection > South Carolina State Information > Standardized Test Performance Level

State Standardized Test Performance Level

Test, Student Ninth 9 15551 THS1

EFA Code Entry EIA Code Entry High Achieving Add On Weightings **Standardized Test Performance Level** EFA History EIA History High Achieving History Add On Weightings History Standardized Test Perf Level History

Test Date	Grade	Elem/Middle School Performance Level ELA	Elem/Middle School Performance Level Math	High School Performance Level ELA	High School Performance Level Math
05/05/2016	8	1 - Not Met	1 - Not Met		

Report Portal - 1

SAS BI Report Portal

- The *South Carolina Department of Education (SCDE)* SAS information delivery BI Report Portal gives users easy access to SAS BI reports, data, documents and applications.
- SAS BI Report Portal is accessible through South Carolina Department of Education (SCDE) Application Web Portal (Member Center) site.

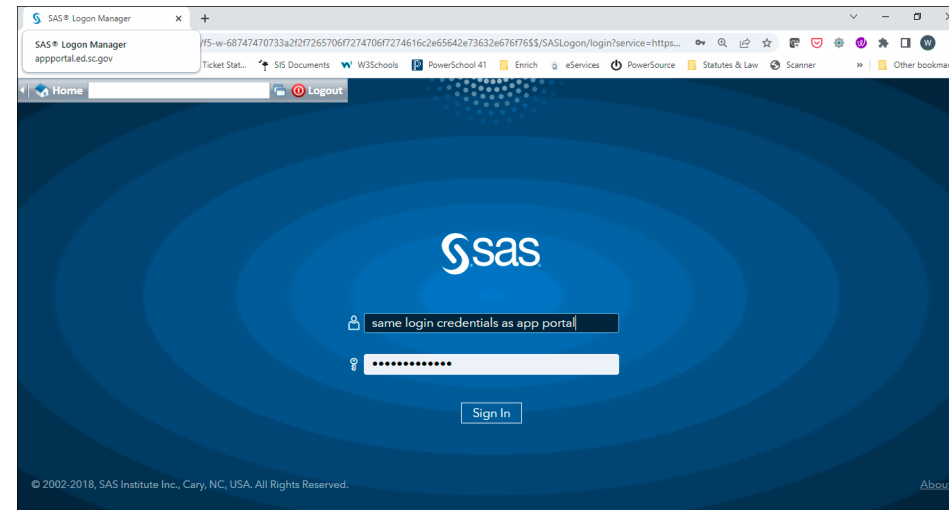
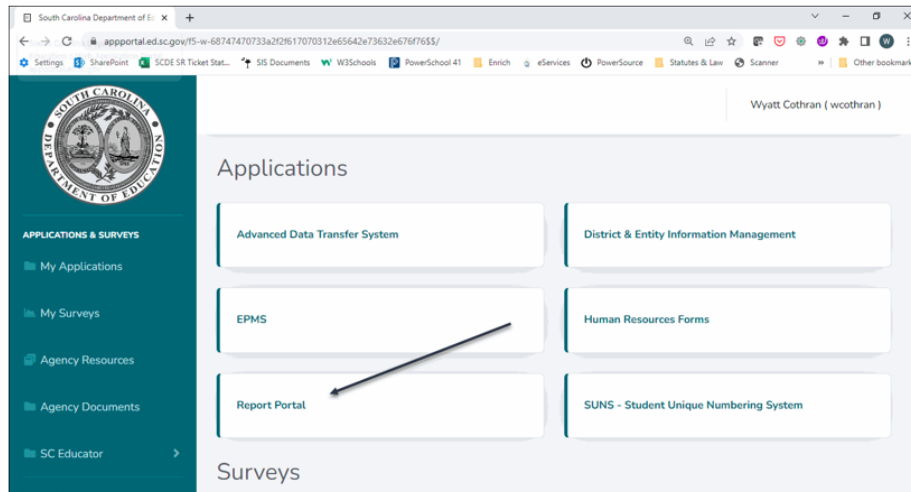


The screenshot shows the login page for the SCDE Application Web Portal. The browser address bar displays `appportal.ed.sc.gov/my.policy`. The page header features the South Carolina Department of Education logo and the text "SOUTH CAROLINA DEPARTMENT OF EDUCATION" with the website `ed.sc.gov`. The main content area is titled "Application Web Portal" and contains a login form with fields for "Username" and "Password", a "Logon" button, and links for "Forgot your password? [Reset it](#)" and "Don't have an account? [Create it](#)". A red callout box with an arrow pointing to the login form contains the text: "SCDE's Application Web Portal to access different applications."

Report Portal - 2

Accessing the Report Portal

- The Report Portal is accessible through the Member Center.
- Report Portal login credentials are the same as those used to log into the Member Center/Application Portal.



Report Portal - 3

SAS BI Portal User Types

The different types of Users for the Report Portal are:

- **State-Level Users**: can view the state-level, the district-level, and the school-level reports.
- **District-Level Users**: can view only the district-level, and the school-level reports.
- **School-Level Users**: can view only the school-level reports.

Report Portal - 4

SAS BI Reports

- A User can access reports and documents under the '*Reports*' dropdown menu that his/her role allows and the '**Data Quality & Reporting (DQR)**' application page under the '*Data Quality*' dropdown menu.
- State, District, and School Data Validation reports are accessible from the '**Data Quality & Reporting**' application page.
- School-level users no longer have to wait for their *District* to download and distribute the data validation results instead they can view their Data Validation reports on the **DQR** application page as soon as the validation and reporting process is completed.

Report Portal - 5

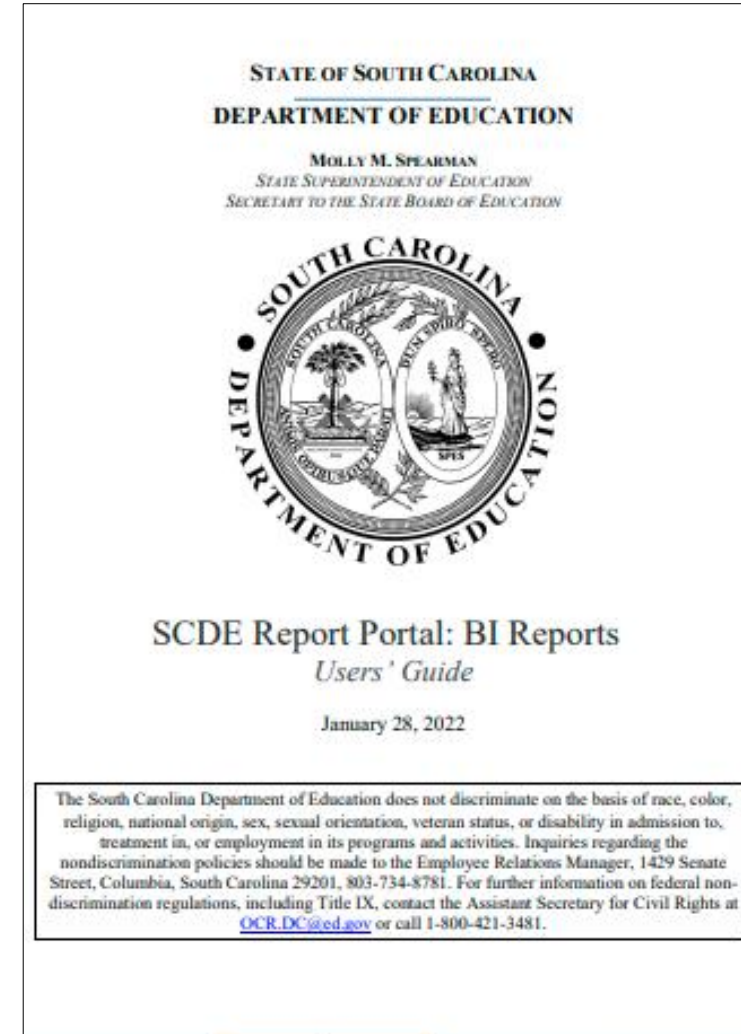
Report Portal Home Page

- Select from the following tabs:
 - Reports
 - Data Quality
 - Data Collection
- Use the e-Services System to submit a request for support.
- Click on the Report Portal User's Manual for further information.

Report Portal - 6

SCDE Report Portal: Business Intelligence (BI) Reports User Guide

- From the Reports Portal Home, you can select other tabs: Reports, Data Quality and Data Collection.
- Provides steps on how to access, login and navigate the SCDE Report Portal.
- Explains how to generate the CERDEP reports.
- Contains the 'Data Quality & Reporting' application and BI reports.
- With further releases, more reports will be added.

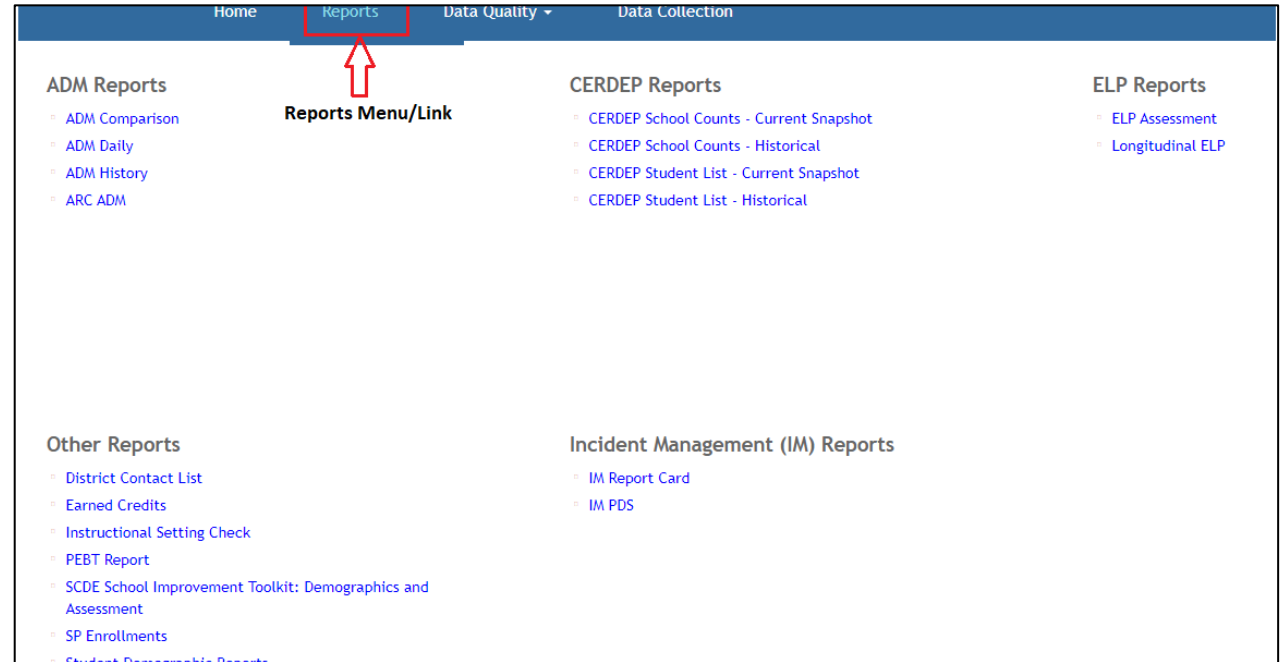


Report Portal - 7

Different Types of Reports

The following different types of reports are available on the SAS BI portal:

- ADM Reports
- CERDEP Reports
- ELP Reports
- Incident Management (IM) Reports
- Other Reports



Report Portal - 8

Data Validation Reports

The following different types of data validation and status reports are available on the *DQR application page* within the SAS BI Report Portal:

- Activity Code
- Student
- Teacher
- Current Class Enrollment
- State ID
- SIS Setup

Home Reports **Data Quality** Data Collection

Data Quality & Reporting Data Quality Reports

District: ALL

School: ALL

To report issues with the DQR system, please submit an e-ticket here: [E-Services System](#)

Data Quality & Reporting Print Excel

State Data Validation Errors 2022-045

AppI_ID	Validation Type	Sept	qdc1	qdc2	qdc3	qdc4	State Error Detail
S06B	Student	-	-	-	-	-	State Error Details - S06B
S06E	Activity Code	-	-	-	-	-	State Error Details - S06E
S091	Teacher	-	-	-	-	-	State Error Details - S091

Report Portal - 9

Sample BI Reports

- English Language Proficiency (ELP) Assessment Report: this reports **ACCESS for Multilingual Learners (MLs)** assessment test results. The report variables are *Fiscal Year*, *Report Options*, *District*, and *School*.
- Longitudinal English Language Proficiency (ELP) Report: this reports the statistics from the state and the federal accountability results. The report variables are *Report Options*, *District*, and *School*.

Report Portal - 10

Sample BI Reports

- Remote Learning: this report illustrates different tables or graphs related to virtual learning based on the “*choose which table to display*” dropdown selection.

*Choose which table to display

☐ 2 SBA Student List ▼

1 Temporary Virtual Learning

2 SBA Student List

3 SBA Percentage

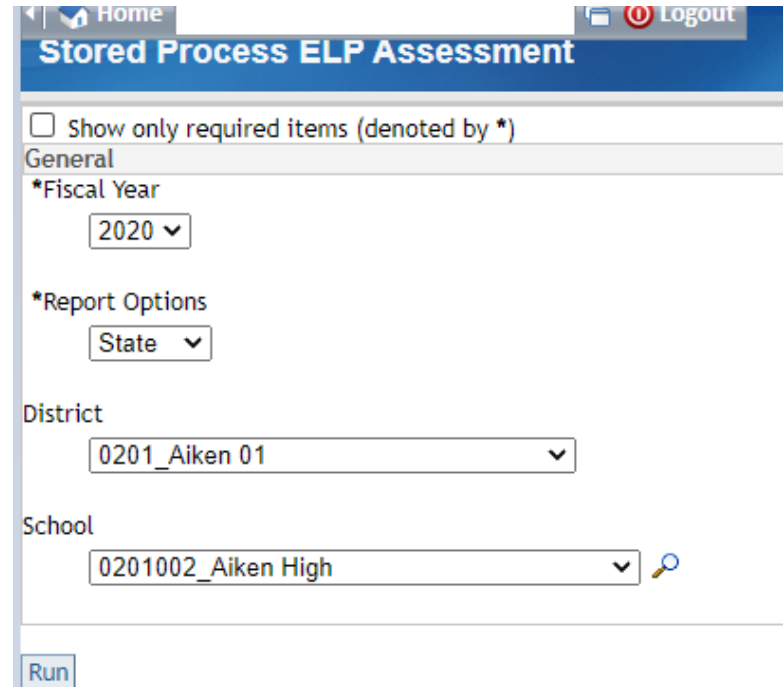
4 Virtual Section Counts

5 Virtual Section Student List

Report Portal - 11

Illustrations from English Language Proficiency Reports

- ELP Assessment Input
Form – Report Variables



The screenshot shows a web application interface for generating ELP Assessment reports. At the top, there are navigation links for 'Home' and 'Logout'. The main title is 'Stored Process ELP Assessment'. Below this, there is a checkbox labeled 'Show only required items (denoted by *)'. The form is organized into sections: 'General' (containing '*Fiscal Year' with a dropdown set to '2020'), '*Report Options' (containing a dropdown set to 'State'), 'District' (containing a dropdown set to '0201_Aiken 01'), and 'School' (containing a dropdown set to '0201002_Aiken High' with a search icon). A 'Run' button is located at the bottom left of the form.

Input form to generate
the ELP Assessment
report based on the
input variables

Report Portal - 12

Illustrations from English Language Proficiency Reports

- ELP Assessment Report

Logout

South Carolina Department of Education - ORDA

2020 English Language Proficiency (ELP) Assessment

State: 9999

ose in state and federal accountability results. They were calculated based on where students tested regardless of school entry date.
re determined to have limited English proficiency - based upon the completion of a Home Language Survey and the initial assessment of their English proficiency - must take ACCESS for ELLs or Alternate ACCESS each spring. 1
rvices.
LS Test results in terms of Composite Overall English Language Proficiency, Speaking Proficiency, Listening Proficiency, Reading Proficiency, Writing Proficiency. Proficiency criteria requires a student to achieve a Composite Ov
ore below 4.0 in speaking, listening, reading and writing. Also reported are level scores.

Composite Overall English Proficiency									
Test Category	Number Tested	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Percent Language Proficient	Number Language Proficient
Composite Proficiency Level									

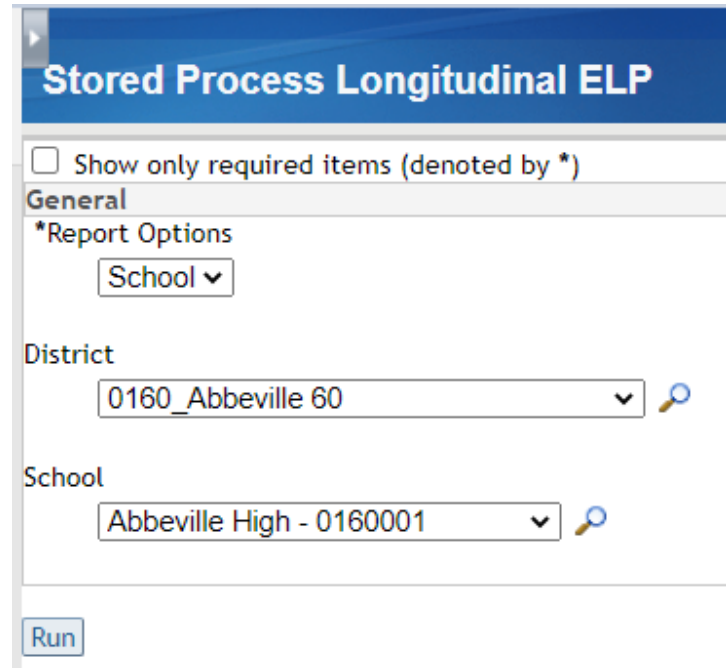
Test Categories							
Test Category	Number Tested	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6
Reading Proficiency Level							
Listening Proficiency Level							
Speaking Proficiency Level							
Writing Proficiency Level							

Composite English Language Proficiency Level									
Student Demographic	Number Tested	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Percent Language Proficient	Number Language Proficient
All Students									

Report Portal - 13

Illustrations from English Language Proficiency Reports

- Longitudinal ELP Input
Form – Report Variables



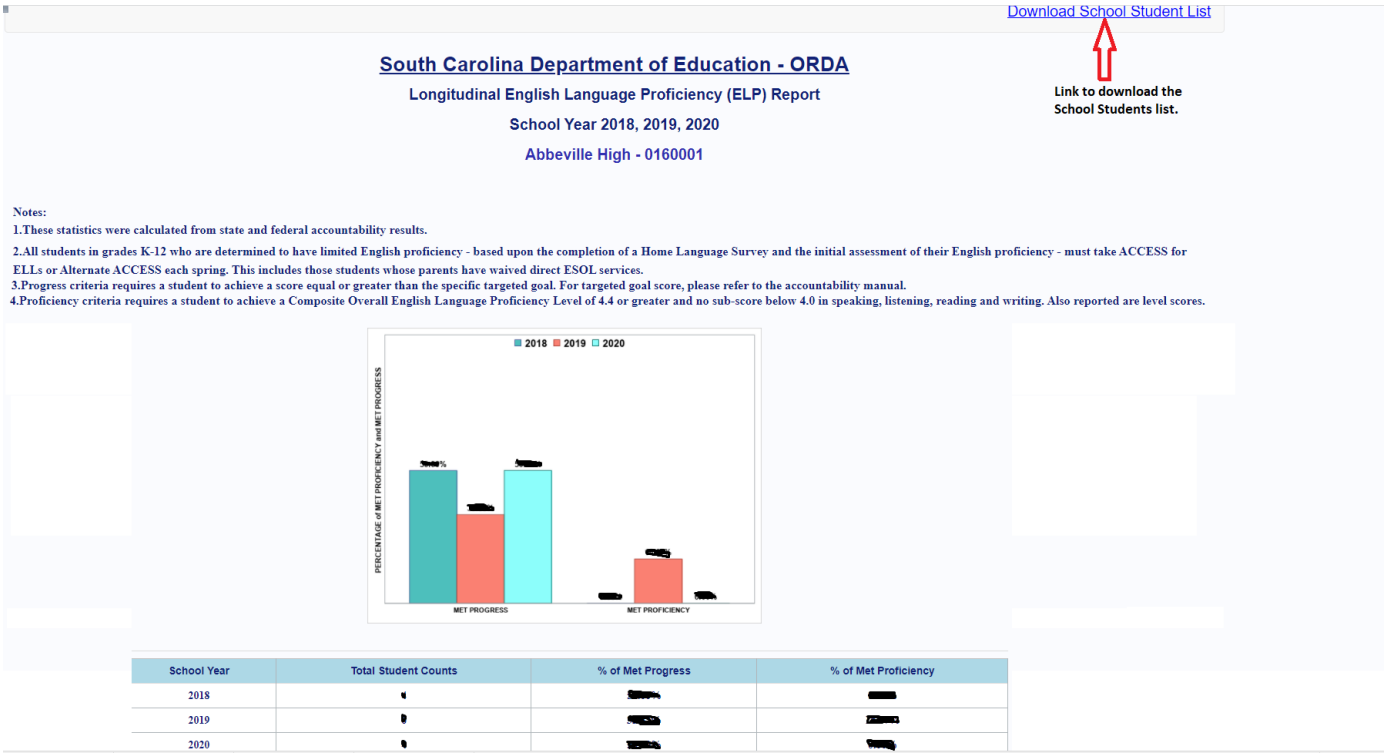
The screenshot shows a web-based input form titled "Stored Process Longitudinal ELP". At the top, there is a checkbox labeled "Show only required items (denoted by *)". Below this is a section titled "General" containing a sub-section "*Report Options" with a "School" dropdown menu. Further down are two more dropdown menus: "District" (showing "0160_Abbeyville 60") and "School" (showing "Abbeyville High - 0160001"). Each dropdown menu has a magnifying glass icon to its right. At the bottom left of the form is a blue "Run" button.

Input form to generate
the Longitudinal ELP
report based on the
input/report variables.

Report Portal - 14

Illustrations from English Language Proficiency Reports

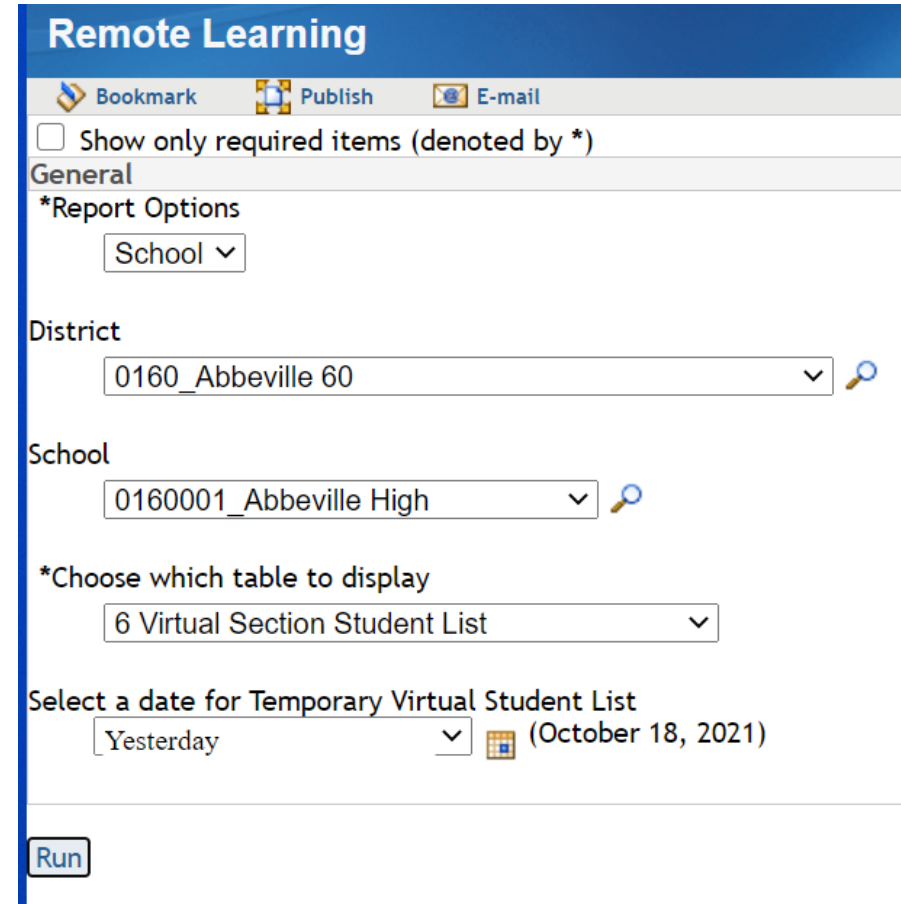
- Longitudinal ELP Report



Report Portal - 15

Illustrations from Remote Learning Report

- Remote Learning Input Form –
Report Variables



The screenshot shows a web-based form titled "Remote Learning" with a blue header. Below the header is a navigation bar with icons and labels for "Bookmark", "Publish", and "E-mail". A checkbox labeled "Show only required items (denoted by *)" is present. The form is divided into sections: "General" and "*Report Options". Under "General", there are dropdown menus for "School" (set to "0160_Abbeyville 60") and "District" (set to "0160001_Abbeyville High"). Below these is a section "*Choose which table to display" with a dropdown menu set to "6 Virtual Section Student List". At the bottom, there is a section "Select a date for Temporary Virtual Student List" with a dropdown menu set to "Yesterday" and a calendar icon next to the date "(October 18, 2021)". A "Run" button is located at the bottom left of the form.

Remote Learning

[Bookmark](#) [Publish](#) [E-mail](#)

☐ Show only required items (denoted by *)

General

***Report Options**

School

District

School

***Choose which table to display**

Select a date for Temporary Virtual Student List

(October 18, 2021)

Report Portal - 16

Illustrations from Remote Learning Report

- Remote Learning – Virtual Section Student List Report

• [Download File in Excel](#)



Option to export the file in the Excel format.

South Carolina Department of Education - ORDA
Student Remote Learning Report as of 19OCT2021 10:34:44
District: 0160 - Abbeville 60
Abbeville High - 0160001

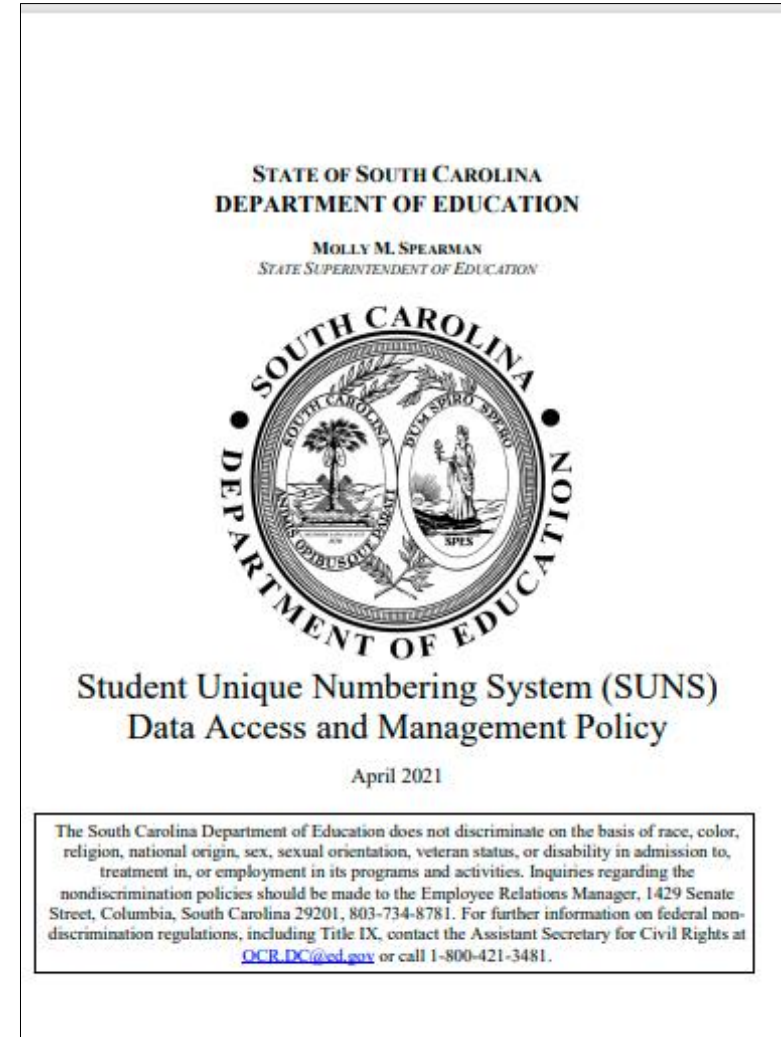
Virtual Section Enrollment - Student List				
DistrictCode	SchoolCode	CourseNumber	SectionID	StudentID
0160	0160001	08990000	37163	[REDACTED]
0160	0160001	08990000	37163	[REDACTED]
0160	0160001	08990000	37163	[REDACTED]
0160	0160001	08990000	37163	[REDACTED]
0160	0160001	08990000	37163	[REDACTED]
0160	0160001	08990000	37163	[REDACTED]
0160	0160001	08990000	37164	[REDACTED]
0160	0160001	08990000	37164	[REDACTED]
0160	0160001	08990000	37164	[REDACTED]
0160	0160001	08990000	37164	[REDACTED]
0160	0160001	08990000	37164	[REDACTED]
0160	0160001	08990000	37165	[REDACTED]
0160	0160001	08990000	37165	[REDACTED]
0160	0160001	08990000	37165	[REDACTED]
0160	0160001	08990000	37165	[REDACTED]



Student Unique Numbering System (SUNS) - 1

SUNS Intro

- A student should have **ONLY ONE State ID** that follows the student throughout the student's public school career.
- [SUNS Data Access and Management Policy 2021 Final \(sc.gov\)](#)
- The *Student Unique Numbering System (SUNS) Data Access and Management Policy* pertains to all the data collected and maintained by the South Carolina Department of Education (SCDE) in the Student Unique Numbering System (SUNS).
- The SUNS database historically has contained data needed to locate the unique identifier of a student who is currently or has previously been enrolled in a South Carolina public school.
- If a unique identifier does not already exist, the SUNS application will assign one.



Student Unique Numbering System (SUNS) - 2

SUNS Access

- [**SUNS Data Access & Management Policy**](#)
- Read this policy carefully.
- Complete the SUNS Application District Assurance Statement (page 7) for access.
- Get appropriate district signatures.
- Digitize the form.
- Use the email address powerschool@ed.sc.gov to submit your application.
- Contact Alan Renton (wrenton@ed.sc.gov) for technical support.

Student Unique Numbering System (SUNS) - 3

SUNS Access

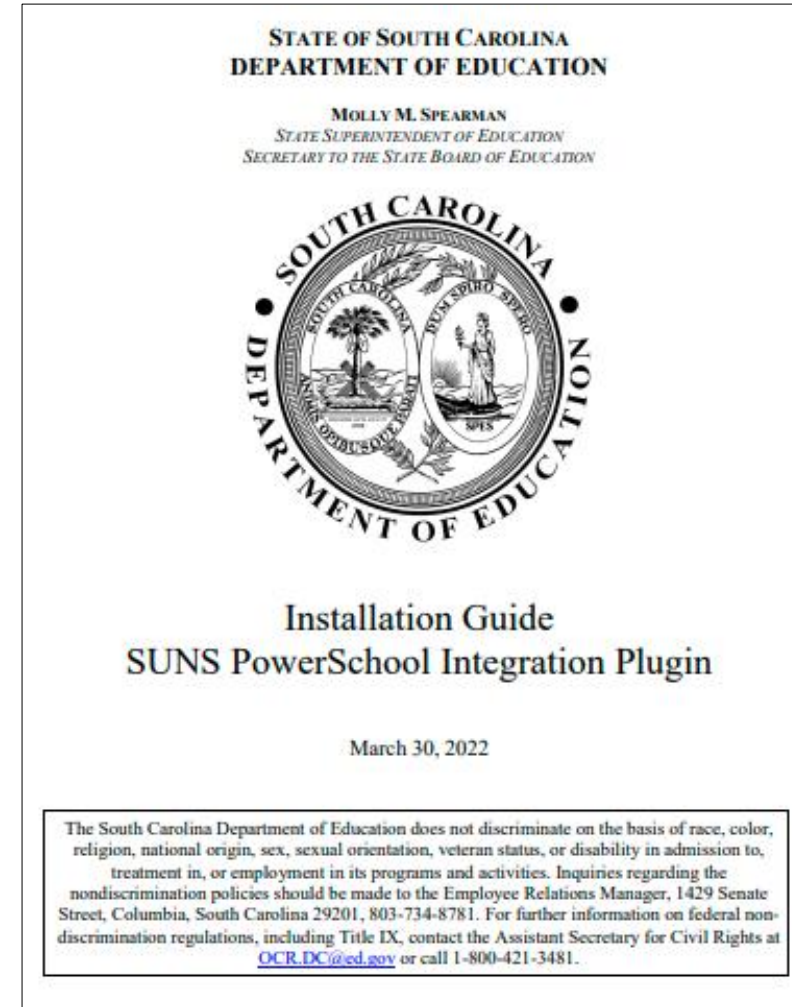
- SCDE Staff must grant access to some Member Center applications; the SUNS system requires completion of the appropriate form signed by the district superintendent.
- Currently, access to the SUNS system is restricted to District Level staff only, usually District Technology staff and the district Dropout coordinator.
- To request access to the SUNS system, go to the link to the SCDE web site shown above and download.
- After reading the Data Access and Management policy, sign the SUNS form, and have the district superintendent or designee sign the form.
- Scan the form and attach to an eServices ticket to request access.

Student Unique Numbering System (SUNS) - 4

Installation Guide – SUNS PowerSchool Integration Plugin

[Installation Guide - SUNS PS Integration Plugin \(sc.gov\)](https://www.ed.sc.gov/InstallationGuide/SUNS%20PS%20Integration%20Plugin)

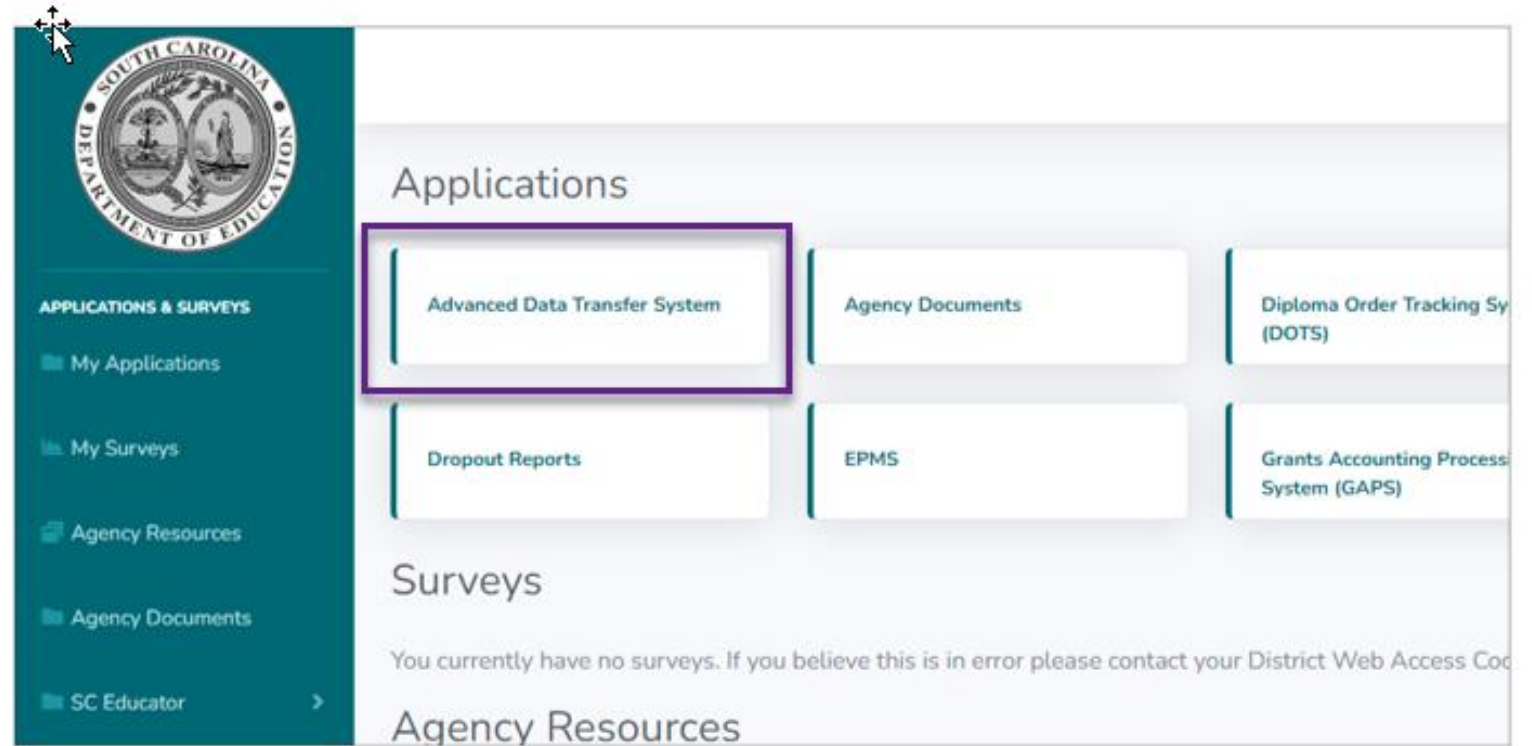
- Describes how to install the SUNS plugin.
- Install at the district.
- Set up the appropriate data extract and import functions supported by the plugin.
- Contact the Office of Research and Data Analysis Data Collection Team (PowerSchool@ed.sc.gov) for assistance.



Advanced Data Transfer System (ADTS) - 1

Secure File Exchange

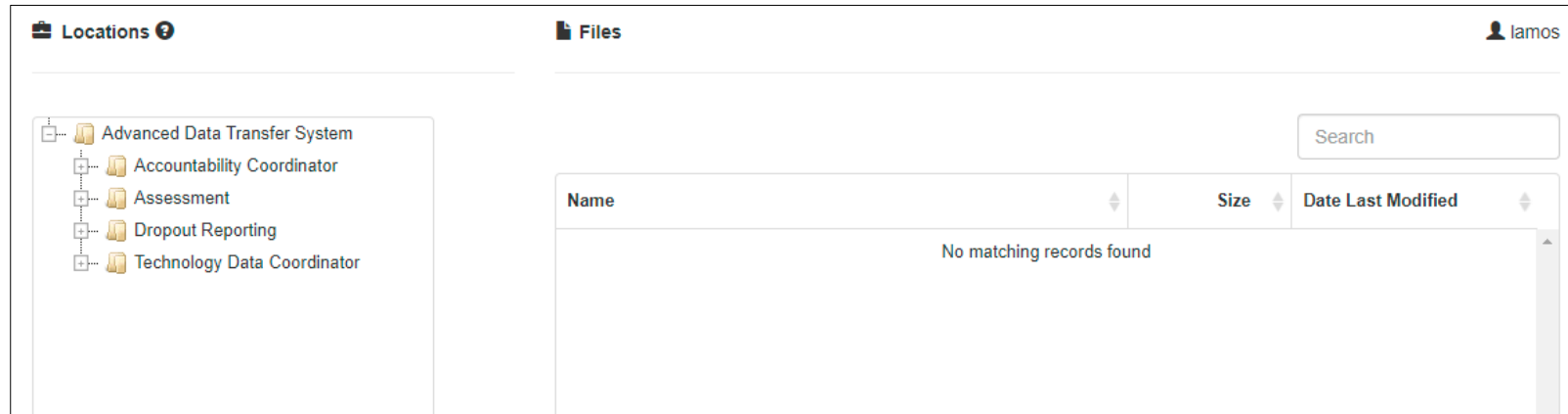
- Advanced Data Transfer System (ADTS)
- Who has access/How to receive files/How to upload corrected spreadsheets
- FTPS –File Transfer Protocol, Secured



Advanced Data Transfer System (ADTS) - 2

Accessing Files in the ADTS

- To access files located in the ADTS, you must be assigned the coordinator's role by your local district Web Access Coordinator:
- Accountability
- Assessment
- Dropout (Student Intervention)
- Technology
- Note: Use the e-Services System to submit a request for support.



Student Intervention Services - 1

Data Collected Using Various PS Modules

- Discipline (Incident Management)
 - Truancy (Incident Management)
 - Suspension and Expulsion (Incident Management)
 - Chronic Absenteeism (Attendance)
 - Dropout (Student Information)
-
- Note from Aveene Coleman and Data Collection Team:
Code Accurately and Completely – these are critical data.

<https://ed.sc.gov/districts-schools/student-intervention-services/>

Student Intervention Services - 2

Links for Student Intervention Services

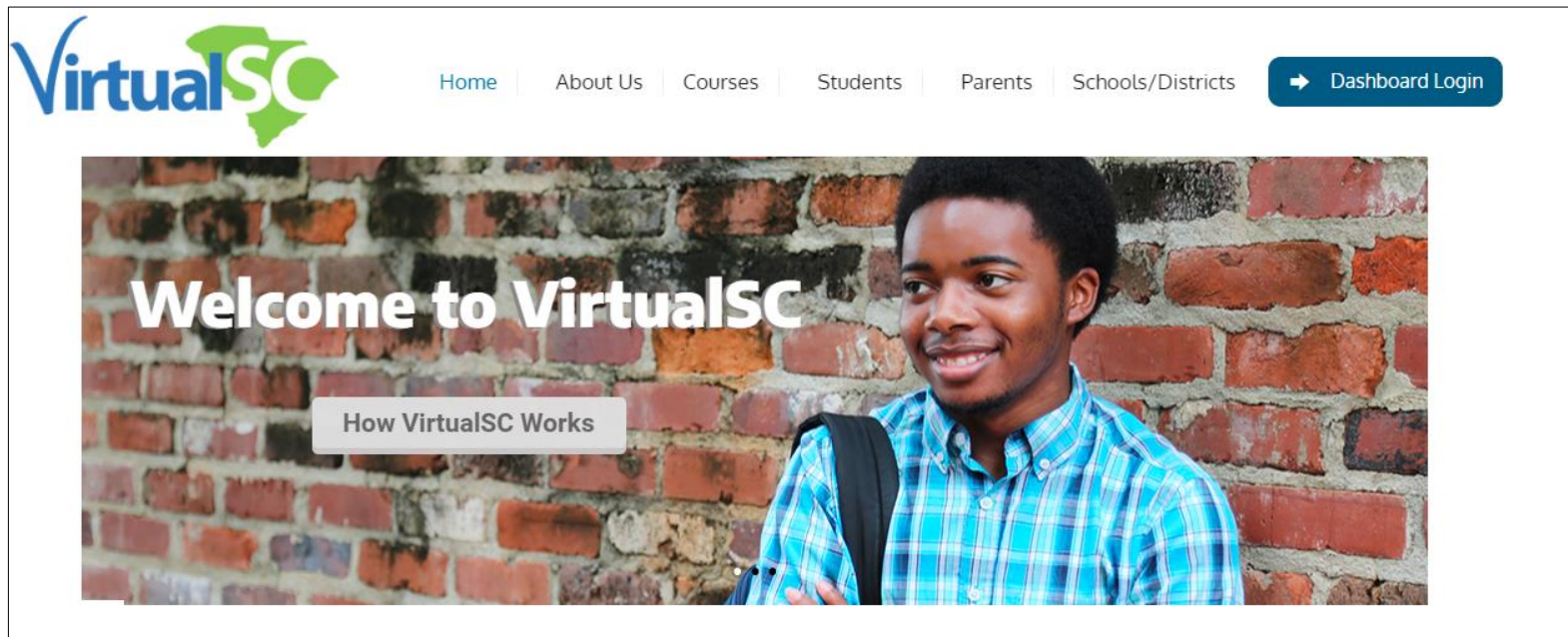
- [Discipline Related Reports](#)
- [Incident Management Training](#)
- [Truancy, Suspension and Expulsion Data](#)
- [Coding Behavior Incident Guide \(sc.gov\)](#)
- [Dropout Data](#)

SCDE Content Contact -- **Aveene Coleman**

VirtualSC - 1

What is VirtualSC?

- VirtualSC is a free state-sponsored online program serving students currently attending public, private and home schools in grades 6-12 and Adult Education Programs.



VirtualSC - 2

VirtualSC Program

[Title of Regulation: \(virtualsc.org\)](http://virtualsc.org)

- School /District (Sponsor) Responsibilities:
 - Verify that a student is a legal resident of the state of South Carolina before enrolling him or her in the virtual education program
 - Update sponsor registration information
 - Respond to a student's request to enroll in a virtual education course.

VirtualSC - 3

VirtualSC Program

- Virtual Education Program Responsibilities (Grading)
 - The virtual education program must provide to the student's sponsor a certified grade report specifying the course title, the inclusive course dates, the final numeric grade, the quality points, and the unit value after the student has completed the final exam(s).
 - The certified grade report for courses requiring an End-of-Course Examination Program (EOCEP) test will be provided to the sponsors of all nonpublic school students after the test has been administered. The final numeric grade on this report will be calculated in accordance with the requirements outlined in Regulation 43-262.4, End-of-Course Tests.
 - The virtual education program may authorize another entity to provide the grade report to a nonpublic sponsor.
 - The virtual education program must maintain student course records.
 - Become very familiar with Regulation No.: R 43-248 to ensure you are following all guidelines for collecting data for students participating in a virtual school program.



VirtualSC - 4

Virtual Education

- Sections for courses taken by students must be created in PowerSchool, coded properly, and students enrolled.
- Grades must entered into PowerSchool after term ends.
- VE coursework by the student must reside in PS instance for the student's home school. Expect audits for the grade data by VE to ensure PS historical grade data matches VE grades provided by teachers.
- **SECTION 59-16-70.** Review of student records by Education Oversight Committee.

At the end of each semester, the State Department of Education shall provide student records, including course grades and performance on state assessments, to the Education Oversight Committee. The Education Oversight Committee shall monitor the impact of credits earned in the virtual school, on the school and district ratings, with particular attention to performance on end-of-course examinations and graduation rates.

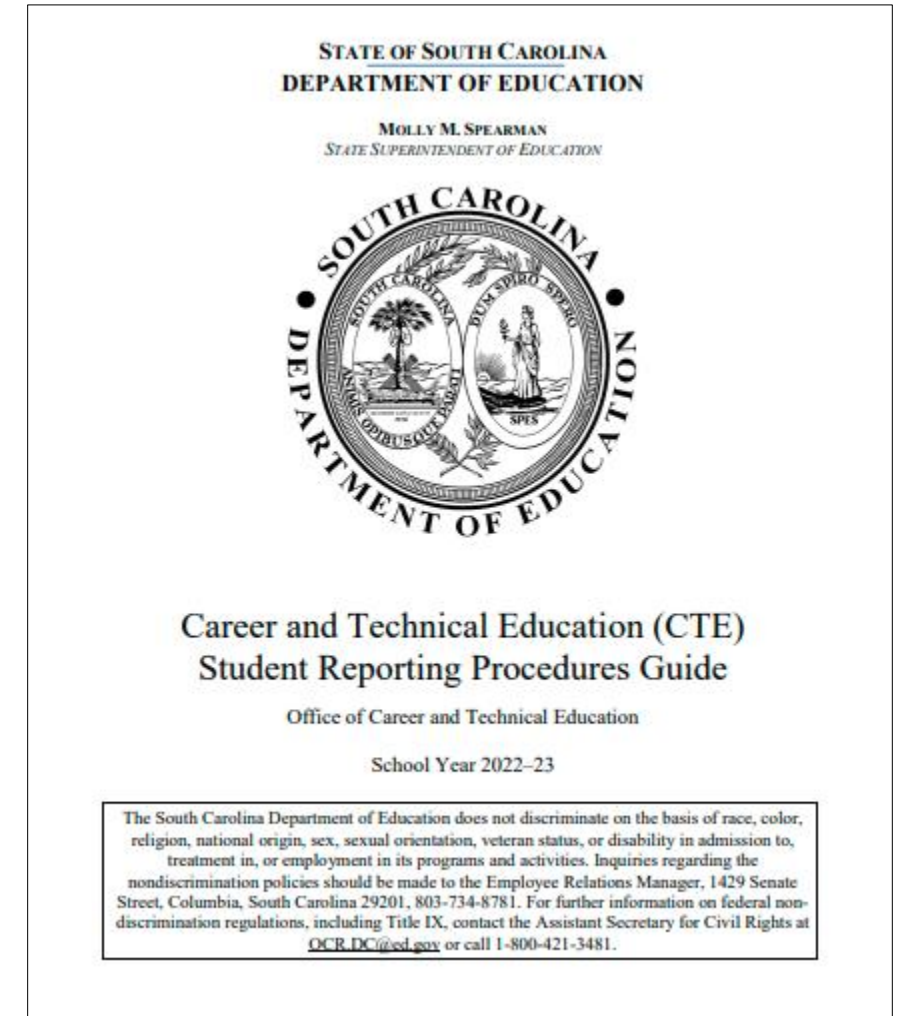
Career and Technical Education

Career and Technical Education (CTE)

<https://ed.sc.gov/instruction/career-and-technical-education/>

- Follow reporting procedures outlined in this official guide for PowerSchool data entry and reporting.
- Report annually all data required to meet state and federal requirements.
- Provide accurate and complete data; funding is affected by submitted data.
- Must collaborate and communicate with school districts, high schools, and career centers to review data at the local level before submitting data to the SCDE.

Note: Your efforts in ensuring that your school's and district's data are of the highest quality possible are appreciated. Please get to know your CATE staff and teachers. It is very important that the CTE data fields are populated. There is GREAT impact on Perkins funding when correct data are not provided for the federal reports requested of this office.



Early Learning and Literacy - 1

Coding for Early Learning and Literacy

<https://ed.sc.gov/instruction/early-learning-and-literacy/>

Ensure accurate coding in PS for ALL PK3 and PK4 for students enrolled in a program; that is:

- Use code of **E** -- *NOT EEI*
- Select **Yes** -- Include in State Reporting
- Assign FTE Equivalency -- **Full-Time Student**
- Indicate appropriate **ESOL status** for all language fields
- Ensure headcounts for all students being served by schools are accurate -- Education Oversight Committee (EOC) requirement.

Reminders:

Please remind your school persons to accurately code all three- and four-year-old students.

PK3 students enrolled in full-time program (half day or whole day) should be E.

Code as E – eligible for funding.

Yes, include in State Reporting so that the students can be counted.



Early Learning and Literacy - 2

Child Early Reading and Development Education Program

<https://ed.sc.gov/instruction/early-learning-and-literacy/cerdep/>

- Enrollment
- Student Demographics
- EFA – VH or HH only
- EIA
- Early Childhood including Dial 4 Scores
- SC Information (applicable fields)
- Attendance
- Homeless
- Activity Codes
- Special Program
 - CDEP01 Regular Day CERDEP
 - CDEP02 Extended Day CERDEP

Early Learning and Literacy - 3

Why are CERDEP data collected in PowerSchool?

- These data are tied to funding.
- “10.4, 10.5 – Funding to providers is contingent upon receipt of data as requested by the Department of Education.”
- “Data must be completely entered by the 45th day of school and updated by the 90th, 135th, and 180th days.

Incomplete data may result in the loss of CERDEP funds.”

Early Learning and Literacy - 4

Early Childhood Registration Packet -- Spanish

<https://ed.sc.gov/instruction/early-learning-and-literacy/cerdep/2022-2023-early-childhood-registration-packet-spanish/>



Early Learning and Literacy - 5

Image of PowerSchool Early Childhood Page

PowerSchool SIS ⚠️ 🖨️ ? LA

Start Page > Student Selection > South Carolina State Information > SC Early Childhood District Office ▼ 22-23 Year ▼

SC Early Childhood Data Entry

Abar, Brooklyn Yoel -1 51708 P1

Contacts Chronic Absenteeism Truancy CTE Early Childhood SC Student Information MLP Read To Succeed Precode Students Not Tested Transport Work-Based Learning Privacy and Security

Complete the following data for Pre-Kindergarten and Kindergarten

Low Birth Weight	▼
Medical Care Source	▼
Special Needs Info	▼
Ed Level Mom/Female Guardian	▼
Years Ed Mom/Female Guardian	▼
Countdown to Kindergarten	▼
Reason Not Served in 4K	▼

Complete the following data annually for Pre-Kindergarten Only

Early Childhood Placement	4 - Classroom for 4-year-olds ▼		
Class Type	▼		
Head Start	N - No ▼		
Class Curriculum	▼	Days per Week Served	4 or more ▼
Family Literacy Services	▼	Family Literacy Years (child participation)	▼
Income Range	▼	Tuition paid by Parent/Guardian	▼



EEI Entry Coding - 1

Clarifying Notes

Code Students as EEi or “N0” for Include in State Reporting when not receiving instruction or services for the minimum number of minutes per day; for example:

- Student (PreK 3/4 or other) only coming into the district once a week for speech, physical thereapy, etc.
- Homeschooled student coming in to take PE
- High school senior that is only taking the one class needed to graduate
- Child attending a special day-care facility housed at a school.



EEI Entry Coding - 2

Clarifying Notes

- The SCDE must report the counts for all students who are served in our schools across the state. In order for this reporting to be as accurate as possible, the various offices requiring these data asked that schools include any and all students from ages 3 -21 in PowerSchool. And so that these data can be reported through PS, you must include them as E and Y... Note exceptions When your data are analyzed here at SCDE, the DOB and enrollment status fields for PK3 will be filtered and "removed" from the EFA funding numbers but the data will provide the totals of PK3 students enrolled.
- Students coded as EEi and N for counted in State Reporting would be any private/home/etc. schooled students who take a single class through the local school such as PE when there exist such special circumstances/agreements, who audit a course, who are participants in a school's "day-care" facility. And what are some other reasons to have a student coded with EEI and N for counted in state reporting?
- Students that are not receiving instruction or services for the minimum number of minutes should be coded as either EEi or 'N' in Include in State Reporting. If a PK3 attends for the full program offered by the school whether half day or full day, they should be coded as 'E' and 'Y' in Include in State Reporting.
- Example, a student only coming into the district for speech, a homeschooled student coming in to take PE, or high school seniors that are only taking the one class they need to graduate.



Federal Education Programs

Notes and Links

<https://ed.sc.gov/policy/federal-education-programs/>

Ensure you review programs sponsored through the various federal offices:

- [Every Student Succeeds Act \(ESSA\) | U.S. Department of Education](#)
- [ESSER Funding Information](#) (CARES)
- [ESSER Funding Information](#) (ESSER II)
- [ESSER Funding Information](#) American Rescue Plan (ARP)
- [Title I - South Carolina Department of Education](#)
- [ESEA Title I Migrant Education Part C](#)
- [ESEA Title I Neglected and Delinquent LEA Program SEA Part D](#)
- [ESEA Title I Migrant Education Part C](#)
- [ESEA Title II Part A](#)
- [ESEA, Title III](#)
- [ESEA, Title IV \(SSAE\)](#)
- [ESSA Title IX, Part A McKinney-Vento Homeless Assistance Act](#)

Review the web page for further information or contact the Office of Federal and State Accountability State Coordinator – 803-734-8219.

ESEA Title I Migrant Education

Notes

<https://ed.sc.gov/policy/federal-education-programs/esea-title-i-migrant-education-part-c/>

Indicate a student is classified as migrant (SC Student Information page) -- requires an SEA reviewed and approved Certificate of Eligibility (COE).

Migrant status is based upon the following definition:. A migratory student is a student who is, or whose parent, spouse, or guardian is, a migratory agricultural worker, including a migratory dairy worker, or a migratory fisher, and who, in the preceding 36 months, in order to obtain, or accompany such parent or spouse in order to obtain temporary or seasonal employment in agricultural or fishing work:

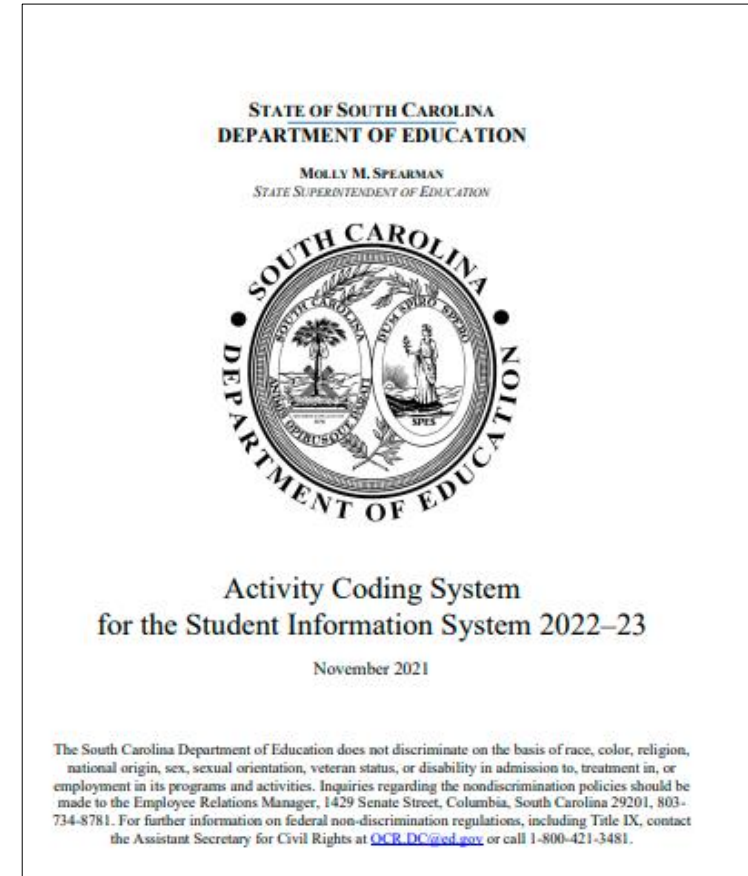
- has moved from one school district to another; or
- in a State that is comprised of a single school district, has moved from one administrative area to another within such district; or
- resides in a school district of more than 15,000 square miles, and migrates a distance of 20 miles or more to a temporary residence to engage in a fishing activity.

Review the web page for further information or contact the Office of Federal and State Accountability State Coordinator – 803-734-8219.

Activity Coding System for the SIS 2022-2023

- Includes standardized codes
- Is the foundation upon which courses, class scheduling, and class sections are built
- Standardizes data collected for federal and state funding and accountability purposes
- Groups courses/activities by grade level
- Groups courses by course qualification

<https://ed.sc.gov/districts-schools/state-accountability/high-school-courses-and-requirements/activity-coding-system-for-the-student-information-system-2022-23/>



School Identification Numbers (SIDN)

SIDN, aka BEDS codes

- Report changes to Office of Research and Data Analysis (ORDA).
- Do Not REUSE a number – contact ORDA with any SIDN questions.

<https://ed.sc.gov/districts-schools/state-accountability/school-identification-numbers-sidn/>

Career Specialist Services

- [IGP_IEP Guidelines \(sc.gov\)](https://sc.gov)
- EEDA requires that each student, grades 8-12, has an IGP in place.

Quick Lookup
Print A Report
Switch Student
List (1594)

PowerSchool SIS

Start Page > Student Selection > IGP Home

District Office 21-22 Year

IGP Home

Able, Atziy Makaylah 11 10687 C P37

Unlocked IGP Records

Title of IGP	Created On	Modified On	Academic Year	Primary
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Create New IGP

Locked IGP Records

Title of IGP	Created On	Modified On	Academic Year	Primary
Annasia Jenkins IGP 2020-2021	03/05/2021 12:00 am	03/05/2021 12:00 am	2020	Yes
Annasia Jenkins IGP 2019-2020	02/27/2020 12:00 am	02/27/2020 12:00 am	2019	No
Annasia Jenkins IGP 2018-2019	02/12/2019 12:00 am	02/12/2019 12:00 am	2018	No

Clone this IGP Delete This IGP

IGP Links

Link	Description
IGP Dashboard	Click here to visit the IGP Dashboard for all schools.
IGP Major Report	Click here to visit the IGP Major Interest report for all schools.

School/District Technology Plans

<https://ed.sc.gov/policy/education-laws-legislation/south-carolina-educational-technology-plan/>

South Carolina law requires the following:

- Districts must have a technology plan
- The plan must address technology competency standards for certified staff
- Districts must require certified staff to demonstrate technology proficiency as part of each person's professional growth and development plan
- Those standards and plans must, at a minimum, align to the ISTE teacher standards. See S.C. Code Ann. § 59-26-30(A)(5); S.C. Reg. § 43-205.1.V.C; Proviso 1A.20 (2021-22).

E-Rate | K-12 School Technology Initiative

<https://sck12techinit.sc.gov/e-rate>

E-Rate Data

- Student Enrollment (Membership) between the 45th and 135th day of school each year as represented in the State E-Rate Valid Data (NSLP/E-Rate) File
- Determines E-Rate Budgets and Bandwidth Shares

Please contact Andrew Epting or Petra Turner, with any questions you may have about the E-Rate Program.

Petra Turner, Interim State E-Rate Coordinator

Petra.Turner@admin.sc.gov

803-896-0360 (direct)

Professional Learning and Collaboration

See our [July ORDA Office Hour](#) to learn about professional learning opportunities and conferences for 2022-2023!

These include, but are not limited to:

- PowerSchool (PS) in SC
- Ed-Fi Regional Workshops
- SC PowerSchool Training Library
- Role-Based Certifications
- PowerSchool University

District Data Governance Group

DDGG PowerSchool Change Request Form

District PowerSchool Administrators/Coordinators may submit a request via the DDGG [PowerSchool Change Request Form](#) for the DDGG to review a change to PowerSchool.

This request could be anything from identification of a bug, modification of text or a large enhancement.