



# DATA FLOW

Overview of how data moves from  
District to NYSED





# Progression of data by Level

## District

- SMS
- Special Ed Sys
- HR Sys
- Others

## Level 0

- Web Based Application
- Starting point of all NYSED Data

## Level 1

- Suffolk RIC
- Host Data Warehouse
- Host Level 0 application

## Level 2

- NYSED
- L2RPT

# DISTRICT LEVEL

## STUDENT MANAGEMENT SYSTEMS(SMS)

- Districts all use a SMS
  - PowerSchool
  - eSchool
  - Infinite Campus
  - SchoolTool
- Each SMS has its own screens and data codes
- ALL SMS's are able to export 'SIRS' Data
  - Data Extracts export from your system in .CSV files
  - All SIRS data follows a set of templates
    - eScholar Data Templates



The logo for ClearTrack 200, featuring the word "Clear" in light blue, "Track" in purple, and "200" in light blue as a superscript.

## **DISTRICT LEVEL**

### **SPECIAL ED. SYSTEMS**

- All districts use one of the following
  - Frontline/IEP Direct
  - Clear Track
- Both systems are able to produce NY State Extracts
  - BEDS Day Snapshot
  - End of Year Snapshot
  - Special Ed Events
  - Program Fact

# DISTRICT LEVEL

## HUMAN RESOURCES SYSTEMS

- All districts use one of the following
  - WinCap
  - Nvision
- Both systems are able to produce NY State Extracts
  - Staff Snapshot
  - Staff Assignment
  - Staff Tenure
  - Staff Attendance



## **DISTRICT LEVEL**

### **OTHER DATA SYSTEMS**

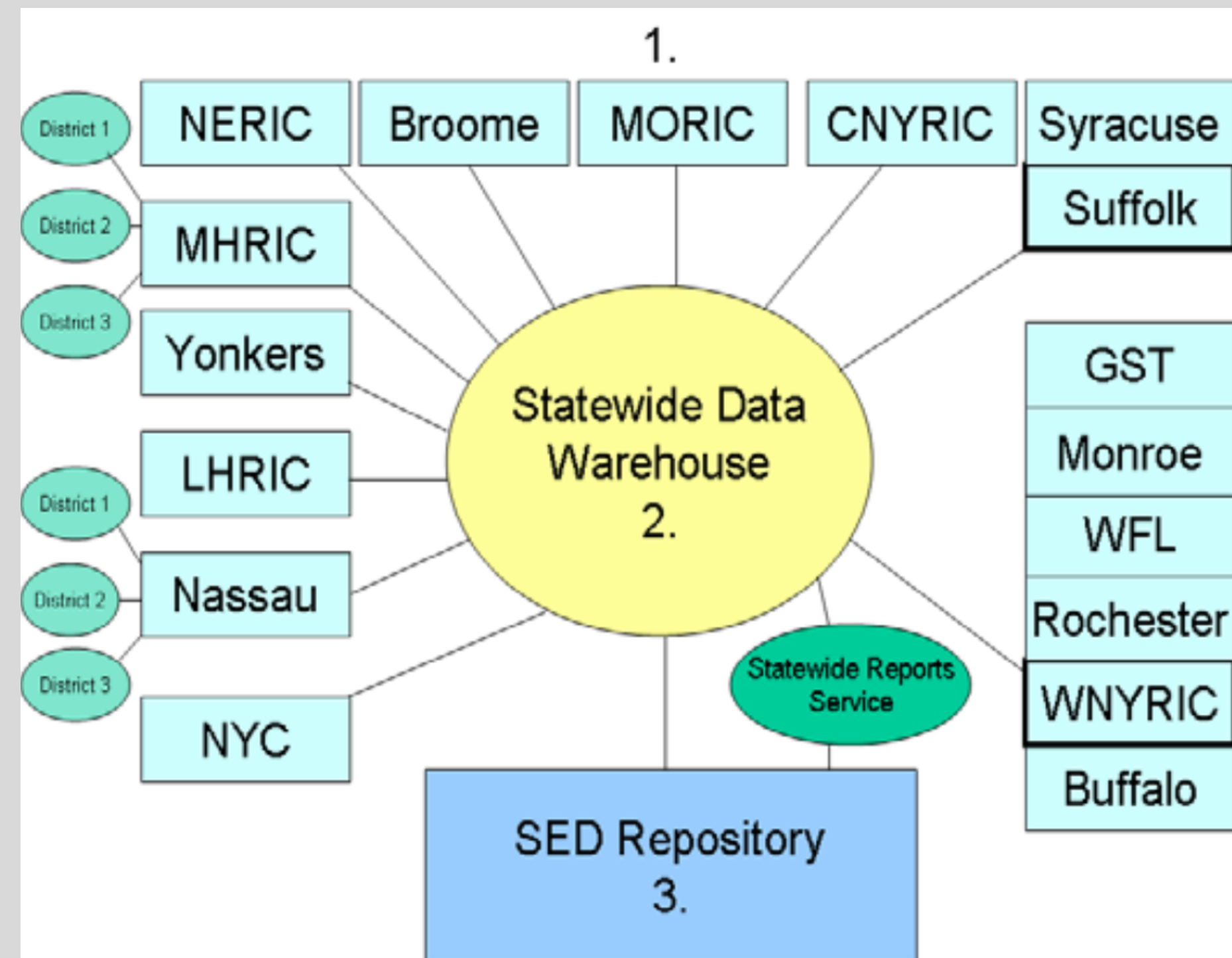
- **APPR Systems**
- **Food Service System**
- **Transportation System**



# LEVEL 1

## THE REGIONAL INFORMATION CENTER

- NYSED established 12 Regional Information Centers (RICS) to assist districts in data submission
- The Suffolk RIC hosts data for districts in Eastern & Western Suffolk County, The City of Syracuse, and almost 500 religious and non-public schools
- Our center is the main point of contact for all NYS Data Reporting, Special Ed Data Reporting, NYS 3-8 Exam sheets and scanning, Regents Exam sheets and ASAP
- The RIC hosts Level 0, Level 1 Reporting



# LEVEL 2

## NYSED

- Data that makes it to L2RPT are the main source of data NYSED considers when making decisions about your district
  - Your NYS School Report Card is derived from Level 2 data
  - Foundation Aid
  - Title I & Title III Funding
  - Food Benefits for your neediest students



New York State  
EDUCATION DEPARTMENT  
Knowledge > Skill > Opportunity

SUFFOLK COUNTY PUBLIC SCHOOL ENROLLMENT (2021 - 22)

K-12 Enrollment: 219,802

+ Filter this data

### ENROLLMENT BY GENDER

MALE	
112,449	51%
FEMALE	
107,337	49%
NON-BINARY	
16	0%





# From District Systems to Level 0

## Student Information Repository System (SIRS)

*Extracts are pulled from local systems (Student Management System, Special Ed. System, Lunch System) and uploaded to Level 0*



- Level 0 is a web-based application hosted by the Regional Information Centers (RICs) around the state.
- Level 0 provides LEAs with the ability to enter (or load) and validate data against New York State (NYS) data collection formatting and business rules.
- Level 0 is the first quality control check point for your data
- Errors in Level 0 must be resolved before the data will move on

# From Level 0 to Level 1

## Student Information Repository System (SIRS)

*The district must correct all Level 0 errors and “Lock” the data. At a prescribed time depending on the RIC, locked data is then exported from Level 0 to Level 1*



- Level 1 is a series of regional repositories hosted by many of the RICs
- Level 1 repositories include, at a minimum, all the data elements for State reporting requirements
- Level 1 repositories may also include additional data elements to meet local or regional needs, including data collected for local data analysis and reporting (state assessments)

# From Level 1 to Level 2

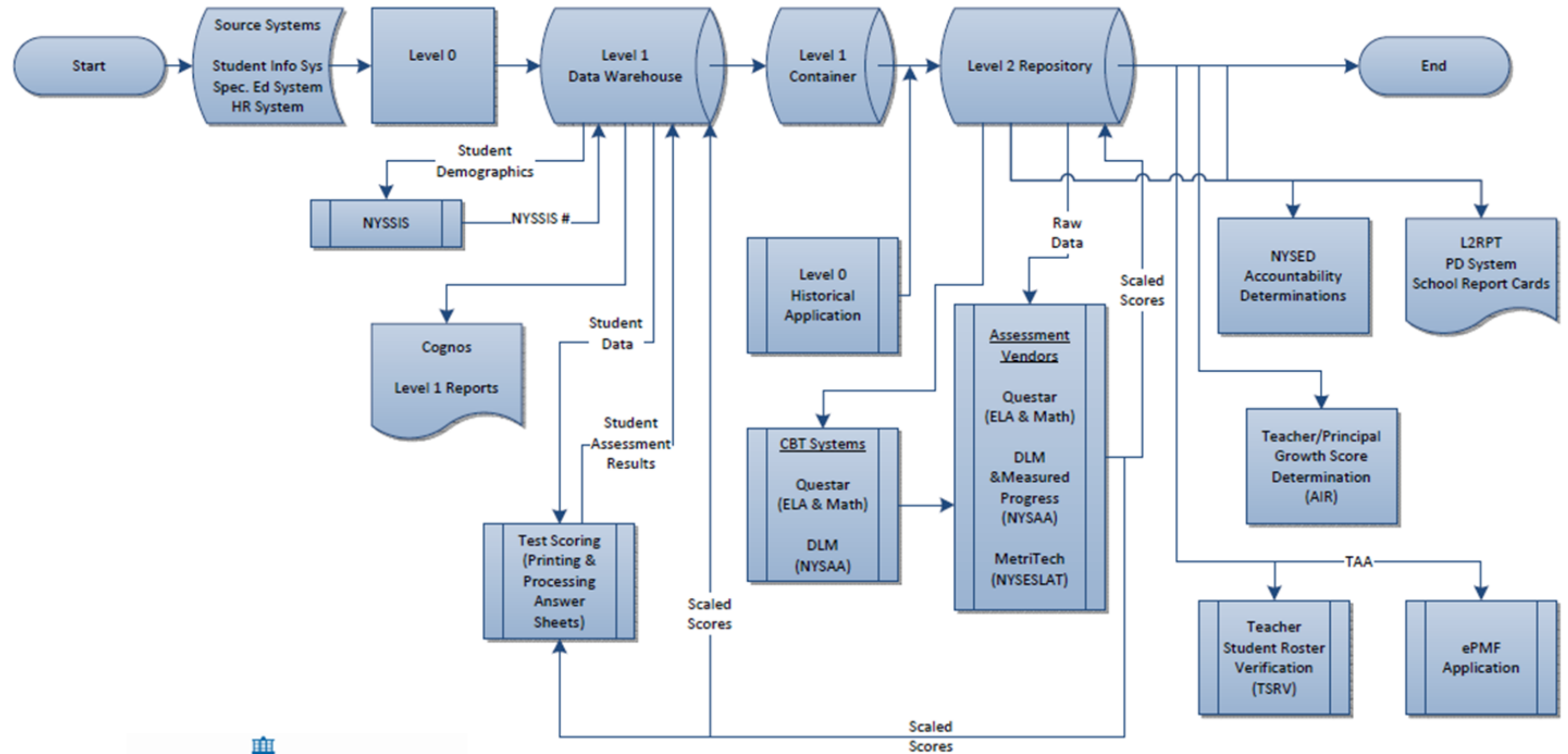
## Student Information Repository System (SIRS)

Level 1 repositories prepare and combine data for submission to the Level 2 repository



- Verification of data takes place at this level
- Level 2 provides data for many purposes including, but not limited to:
  - Developing The New York State School Report Card; determining the accountability status of public and charter schools and districts
  - Reporting Institutional Master File (IMF) and Personnel Master File (PMF)
  - Determining teacher and principal accountability
  - Linking student data with those of teachers and principals
  - Meeting federal reporting requirements

# Data Flow For The Student Information Repository System (SIRS)





# SIRS OVERVIEW

## REQUIRED DATA DOMAINS

### STUDENT DATA

#### DEMOGRAPHICS

Demographic information 'AKA Student Lite' is the foundation for all student records

- ID #
- Name
- Address
- Guardian
- Graduation Info
- Grade Lvl
- DOB
- Gr. 9 Entry Date
- Gender
- Race

No data can move without this information

Be sure your registration process is able to capture this information correctly

#### ENROLLMENT

Enrollment should show any instances where a student was enrolled or exited

- Entry Date
- Entry Code
- Exit Date
- Exit Code

Districts should carefully examine their exit procedures regarding the incorrect use of the 391 "20 Day Drop" code

If a student returns after being dropped, the 391 should be removed

#### PROGRAM FACT

The most difficult data to get correct. Programs can come from many different areas of the district

- ENL Status
- IEP/504
- Disability Record
- Free/Reduced Lunch (FRPL) Status
- McKinney-Vento

Find the people in your district who oversee these programs to assist with verification

This data will directly impact their funding/work load if it is wrong

#### ASSESSMENT

Score data for Regents Exams, AP/IB, and COSF

- Regents Exams
- AP/IB Exams
- Child Outcome Summary Form (COSF)

- Districts scan Regents Exams to the ASAP System
- ASAP is the primary warehouse for Regents data

- AP/IB Data is available through their sites
- COSF is a Special Ed requirement

# SIRS OVERVIEW

## REQUIRED DATA DOMAINS

### STUDENT DATA

#### COURSE

Course matches local courses to their NYS approved counterpart.

- Course ID
- Course Name
- Location
- State Course Code

Districts should use the NYS Comprehensive Course Catalog Workbook when creating new courses

Course data directly affects whether a teacher will be in or out of certification

#### COURSE/INSTRUCTOR ASSIGNMENT

CIA links teachers to their course & section

- Staff Name
- TEACH ID
- Start/End Date
- Primary Instructor Codes

- Location
- Course Code
- Section
- Delivery Method

- Common mistakes include:
- Wrong/Missing TEACH ID
  - Wrong Section Num.
  - Missing Teacher in Staff Snapshot

#### STUDENT CLASS ENTRY/EXIT

SCEE links students to course sections & Teachers

- Student ID
- Location
- Course Code
- Entry/Exit Date
- Dual Credit Indicator

- Common mistakes include:
- Using future dates for exits
  - Incorrect CIA record data

#### ATTENDANCE

Every student must have an attendance record for every instructional school day while they are enrolled

NYSED uses two data extracts to calculate attendance

- Day Calendar
- Student Daily Attendance

#### Day Calendar

- Each location must have a day calendar
- Affects the 180 day requirement
- Must be updated each time an event closes a school

#### Student Daily Attendance

- Data is expected for every 'Instructions' day in the Day Calendar
- Blank Attendance Records will default to Absent
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# SIRS OVERVIEW

## REQUIRED DATA DOMAINS

### STUDENT DATA

#### SPECIAL ED SNAPSHOTS (2).

This data comes from the Special Ed system. It reflects start and end dates for services

#### SPECIAL ED EVENTS

The dates of when required parts of the Special Ed evaluation process took place

#### STUDENT DIGITAL RESOURCES

Districts are required to use the NYSED approved questions to survey their students each year

#### **BEDS DAY SNAPSHOT**

- Every student enrolled **by** BEDS day, with a Special Ed program code must have a Snapshot record
- Due in January

- Initial referral to SPED date
- Parental Consent Date
- CSE/CPSE Meeting Date

[Link to NYSED Digital Survey Information](#)

#### **END OF YEAR SNAPSHOT**

- Every student who received Special Ed Services at any time during the year must have a record

- [Special Ed Data Documentation](#)



# SIRS OVERVIEW

## REQUIRED DATA DOMAINS

### STAFF DATA

#### STAFF SNAPSHOT

Every certificated staff member should have a snapshot record

- TEACH ID #
- Name
- Location
- DOB
- Years of Service
- FTE
- Race
- Gender
- Email Address
- Hire Date
- Education Level

Teachers missing a snapshot record will create errors for for any linked student/course data

#### STAFF ASSIGNMENT

All Non-Teaching certificated staff should have a Staff Assignment entry

- Teach ID
- Name
- Location
- Assignment Code

**Assignment Codes can be found on Page 181 of the SIRS Manual**

**Nurses, Guidance Counselors, Speech Path, Psychologist, Social Worker, and any other District Admins with a TEACH ID**

#### STAFF EVALUATION

Reporting of APPR scores for any teacher or principal covered under the district 3012d plan

- Student Performance Score
  - 0-20
  - Based on calculation listed in the APPR plan

- Observation Score
  - 0-4
  - Based on classroom Observations as per your plan

- Composite Score
  - Based on the NYS HEDI Rubric

#### STAFF TENURE

Data regarding tenure granting and denial included in the public reporting of staff evaluation data

**This template includes each staff member's current tenure status as teacher and/or principal, effective date of the tenure status, and when their probation ends**

- **See SIRS pg 109**





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# ACRONYMS



## Acronyms

Subscribe to receive news and updates from the New York State Education Department.

 New York State Education Department

## Glossary of Education Data Acronyms

### Frequently Used Data Acronyms