NYS-Level 0

New York State
Student Information Repository
System (SIRS) Manual

New York State Education Dept. - Level 0

LEVEL ZERO NEW FEATURES AND REMINDERS

Eastern Suffolk BOCES

Regional Information Center
Student Data Services

STUDENT DATA SERVICES

Important code changes new for 2022-23

LOCATION CODE CHANGES!!!!

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School Name	Incativated Location Code	Valid Location Code
Variety Child Learning Center	048918	090135
Eden II School	041766	091978
Brokville Center for Children Svc	049087	056822

Important code changes new for 2022-23

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MORE???

Please contact dwtshelp@esboces.org with any location code issues

Important code changes new for 2022-23

Level o Tips/Tricks and Pitfalls!

TIP#5 - Don't Ignore No Enrollment Report

- **No data missing Enrollment Records will move to Level 2**

Demographics Data Prep. for Level 1:

Verification Checks:

Perform a 2nd level of error checking. When Level 0 has it's W/F error level set to 'Fatal', demographics data can not be sent to Level 1 until this process has been completed with no errors.

Note: 4 student(s) with demographic records have no enrollment records, and will NOT be exported to Level 1. (See 'No Enrollment Rpt' for more info)

Validate Now

Demographics Report Choices: Run Verification Rpt

Dist. Import Errors (Error Rpt #1) | Dist(s) Summary | Dist. School Summary | Dist. Upload Log Dates | Dist. Dup. IDs | Import Log

Blank Fields | Lock History | View Verif. Errors (Error Rpt #2) | Unlock History | No Enrollment Rpt | Import Message Log

141 Student(s) with a Demographic record and no associated enrollment record:

Student ID:	Last Name:	First Name:	Loc. Code:	Loc. Name:
100006610	LastName1	Student1	0011	Sample Campus Location
100006620	LastName10	Student10	0011	Sample Campus Location
100005469	LastName1006	Student1006	0011	Sample Campus Location
100005467	LastName1008	Student1008	0011	Sample Campus Location
100005457	LastName1012	Student1012	0011	Sample Campus Location
100005433	LastName1031	Student1031	0011	Sample Campus Location
100005422	LastName1033	Student1033	0011	Sample Campus Location
100005418	LastName1036	Student1036	0011	Sample Campus Location

Important code changes new for 2022-23

Student Daily Attendance error report new default sort and columns!!

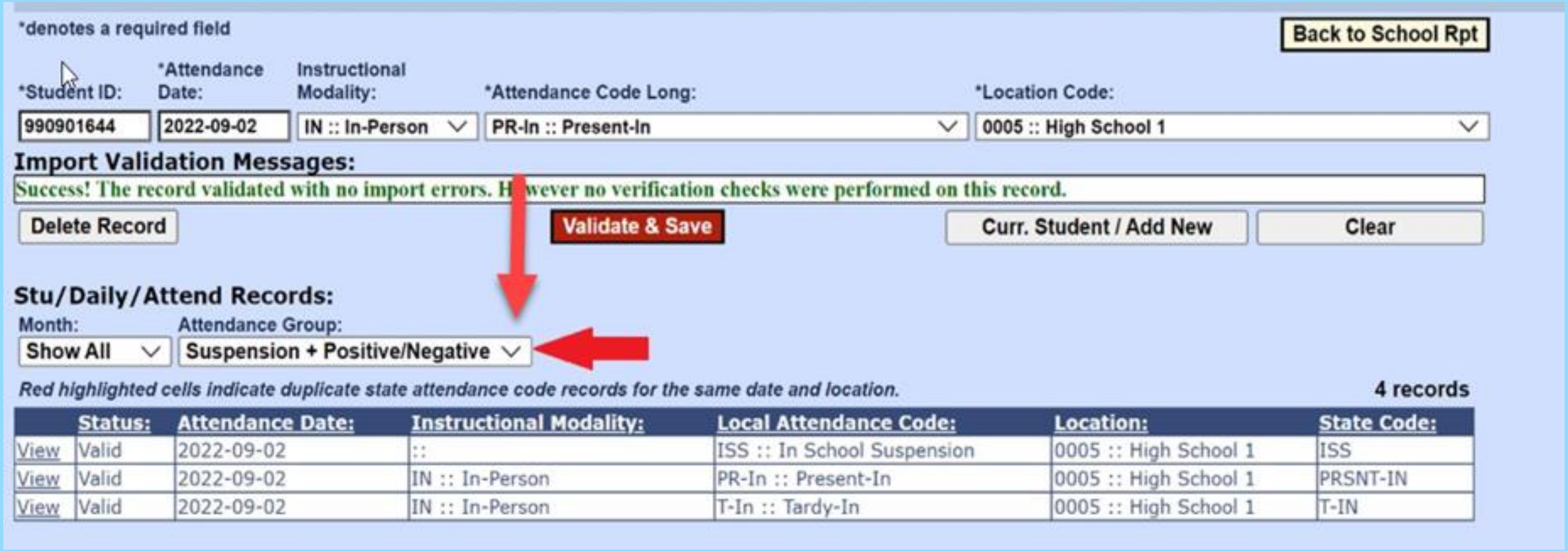
Added Last Name, First Name, and Location Name:

425 verification error(s).

Student ID:	Student Last:	Student First:	Loc. Code:	Loc. Name:	Attend. Date:	Error Msg:
000101135	[redacted]	[redacted]	0002	[redacted]	2022-09-01	DA2316: A student cannot have multiple State Attendance records for the same attendance category (attendance or suspension) reported for the same date and location.
000101135	[redacted]	[redacted]	0002	[redacted]	2022-09-02	DA2316: A student cannot have multiple State Attendance records for the same attendance category (attendance or suspension) reported for the same date and location.
000101135	[redacted]	[redacted]	0002	[redacted]	2022-09-06	DA2316: A student cannot have multiple State Attendance records for the same attendance category (attendance or suspension) reported for the same date and location.
000101135	[redacted]	[redacted]	0002	[redacted]	2022-09-07	DA2316: A student cannot have multiple State Attendance records for the same attendance category (attendance or suspension) reported for the same date and location.
000101135	[redacted]	[redacted]	0002	[redacted]	2022-09-09	DA2316: A student cannot have multiple State Attendance records for the same attendance category (attendance or suspension) reported for the same date and location.
000101135	[redacted]	[redacted]	0002	[redacted]	2022-09-12	DA2316: A student cannot have multiple State Attendance records for the same attendance category (attendance or suspension) reported for the same date and location.

Important code changes new for 2022-23

Student Daily Attendance new filter for suspension data on an individual student!



	Status:	Attendance Date:	Instructional Modality:	Local Attendance Code:	Location:	State Code:
View	Valid	2022-09-02	::	ISS :: In School Suspension	0005 :: High School 1	ISS
View	Valid	2022-09-02	IN :: In-Person	PR-In :: Present-In	0005 :: High School 1	PRSNT-IN
View	Valid	2022-09-02	IN :: In-Person	T-In :: Tardy-In	0005 :: High School 1	T-IN

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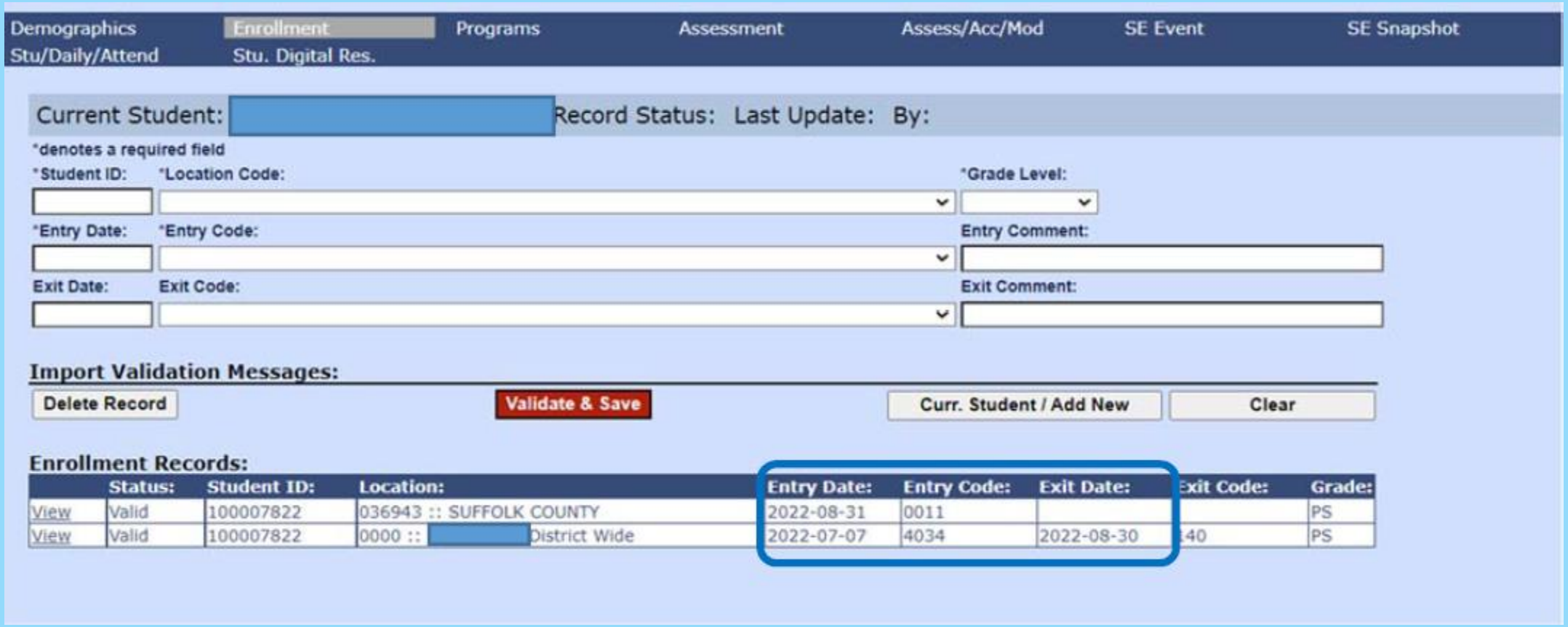

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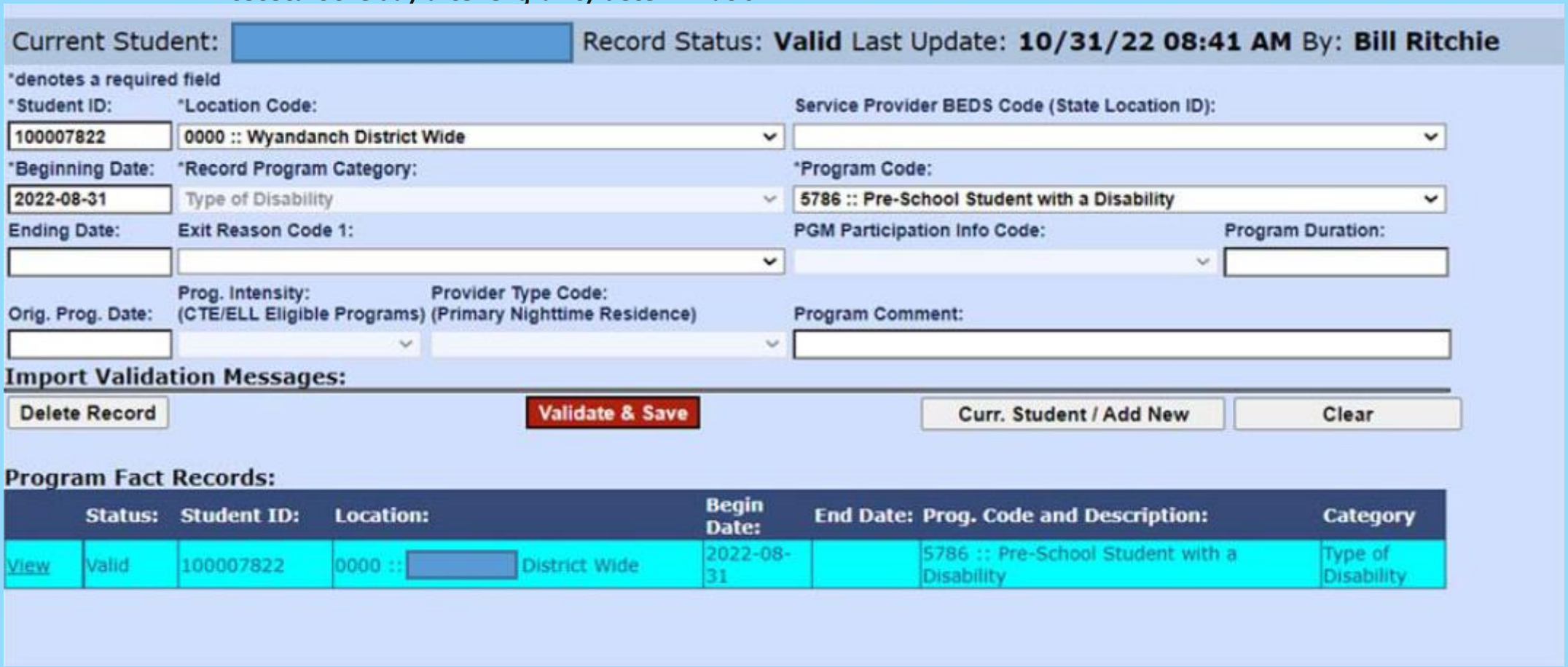

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001690057	[redacted]	0007	[redacted] Middle School	ENLENT6	2	7	CI8031: Primary ENL Instructor Indicator must equal Y for ENLENT6/ENL Entering 6 linked to 51008/English as a Second Language.

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All teachers linked to SPED state course codes must have a Y in Primary SPED Teacher Field

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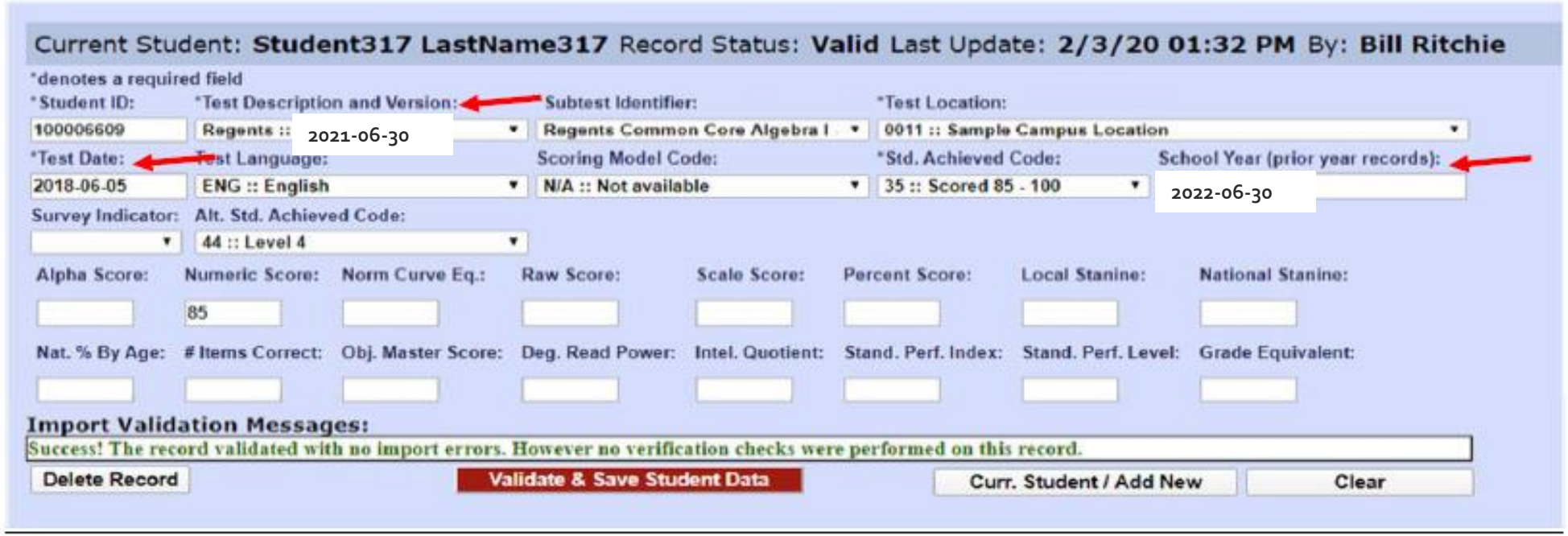
All teachers linked to SPED state course codes must have a Y in Primary SPED Teacher Field

001405684	[redacted]	0003	[redacted] Elementary School	ICTREAD4	1	1	CI8030: Primary Special Ed Instructor Indicator must equal Y for ICTREAD4/Grd 4 ICT READ linked to 99002/Special Class (SelfContained) -K-6 Elementary.

Reporting Prior Year Assessments – Level 0

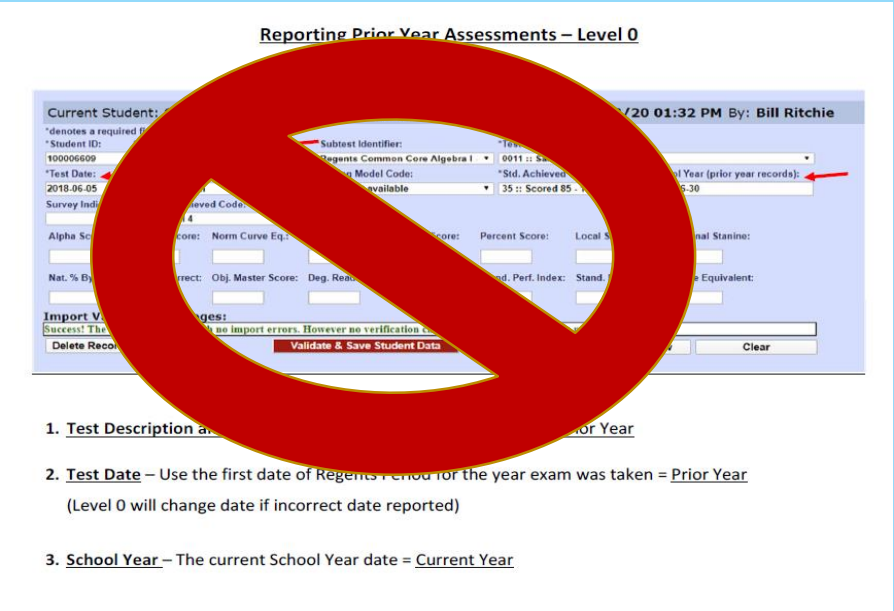


1. **Test Description and Version** - Year the student took the test = Prior Year

2. **Test Date** – Use the first date of Regents Period for the year exam was taken = Prior Year

   (Level 0 will change date if incorrect date reported)

3. **School Year** – The current School Year date = Current Year



CAN'T BE USED FOR JUNE 2022 US HISTORY EXEMPTION

Use Level o Historical

How to troubleshoot a missing course instructor

What to do when you get this error in **Student Class Entry Exit:**

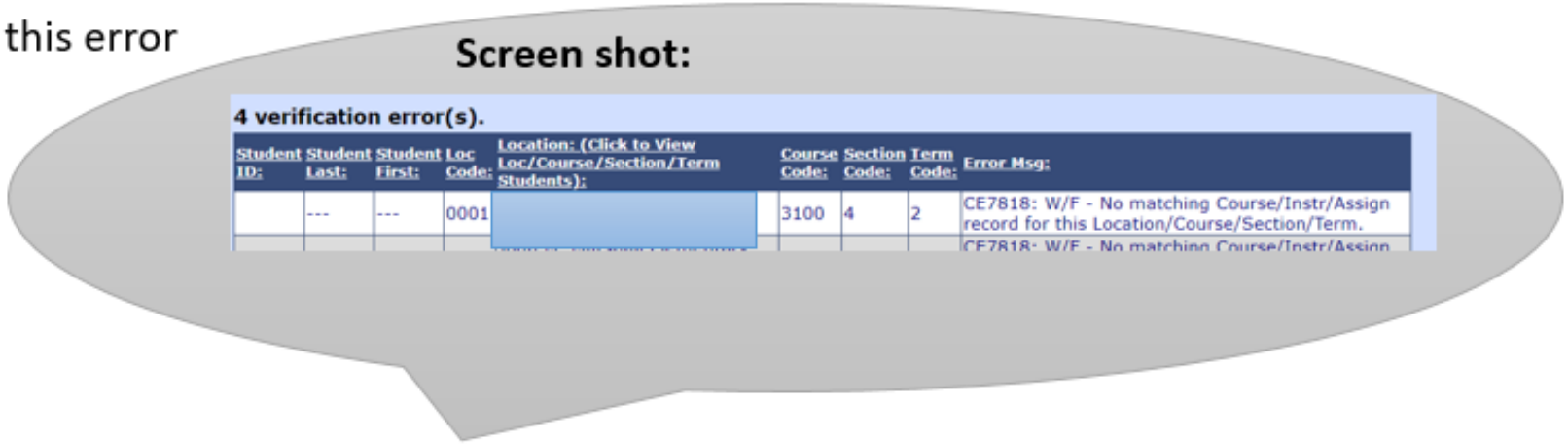
4 verification error(s).

Student ID:	Student Last:	Student First:	Loc Code:	Location: (Click to View Loc/Course/Section/Term Students):	Course Code:	Section Code:	Term Code:	Error Msg:
	---	---	0001		3100	4	2	CE7818: W/F - No matching Course/Instr/Assign record for this Location/Course/Section/Term.
								CE7818: W/F - No matching Course/Instr/Assign

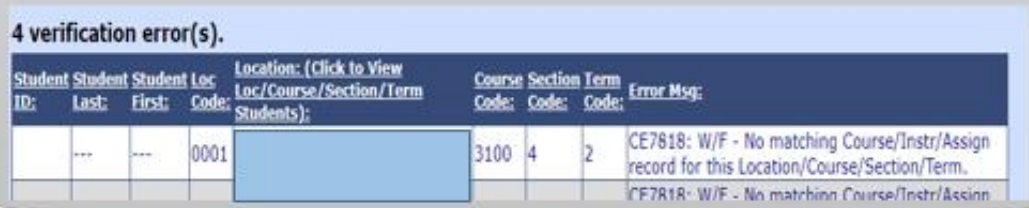
CE7818: This error says that there is no teacher assigned (course instructor assignment) for the **location/course/section/term** that students are assigned to (student class entry exit).

Take a screen shot of this error

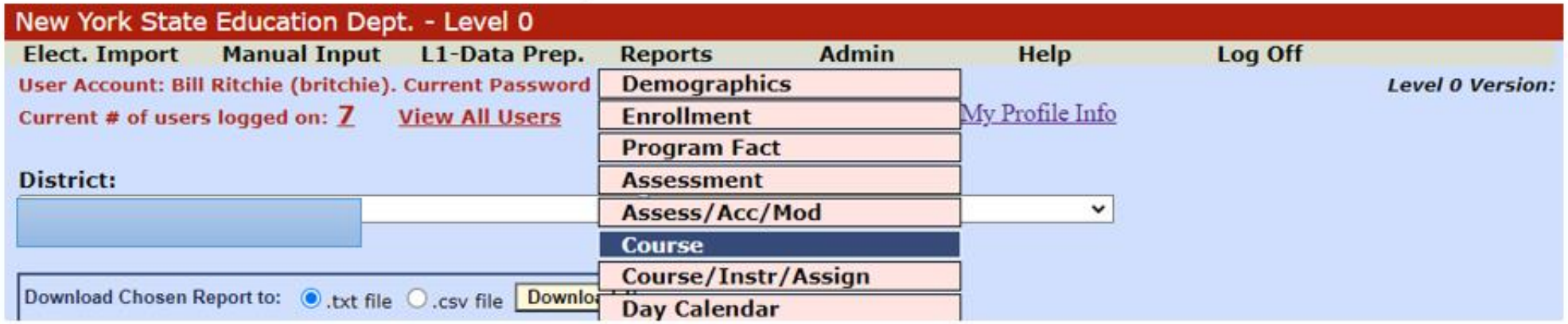
Screen shot:



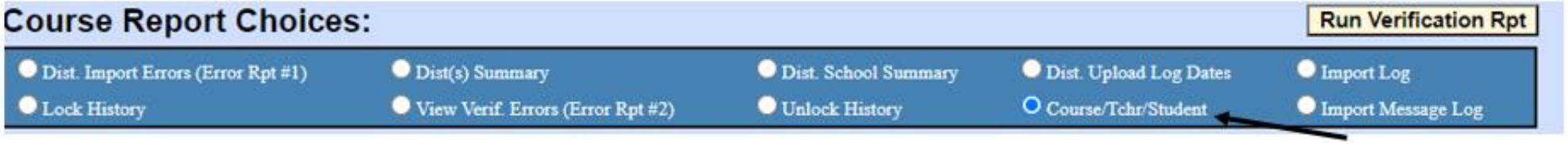
Screen shot:



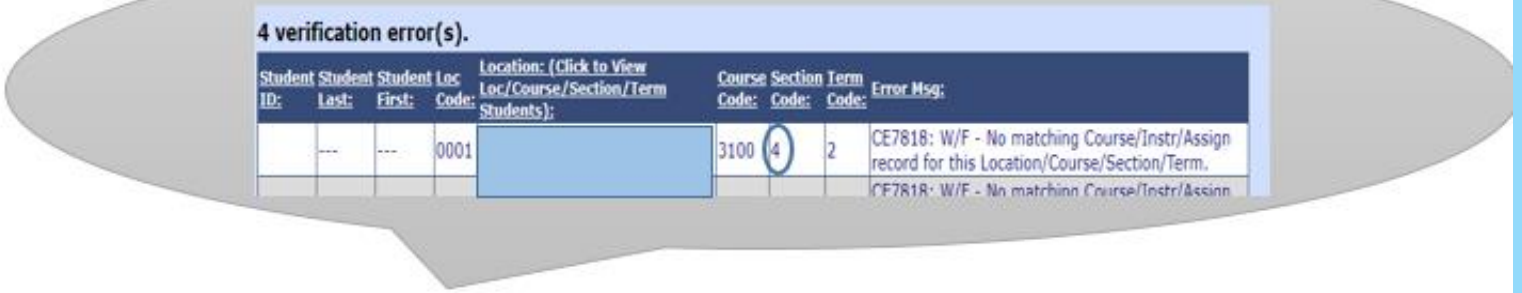
From the Level 0 main screen click reports -> course



Click on “Course/Tchr/Student”



Screen shot:



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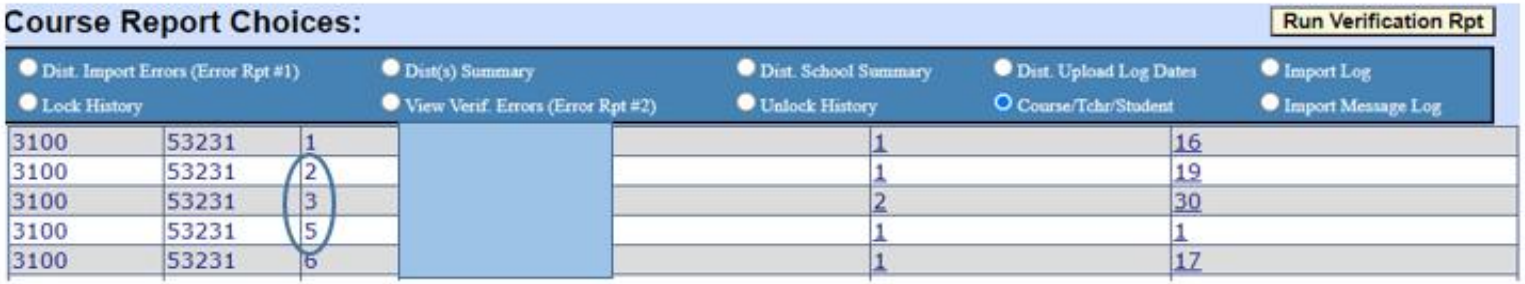
This will provide you with a list of all courses and sections that have both a teacher and student assigned



Course Report Choices: Run Verification Rpt

Dist. Import Errors (Error Rpt #1) | Dist(s) Summary | Dist. School Summary | Dist. Upload Log Dates | Import Log

Lock History | View Verif. Errors (Error Rpt #2) | Unlock History | Course/Tchr/Student | Import Message Log

3100	53231	1		1	16
3100	53231	2		1	19
3100	53231	3		2	30
3100	53231	5		1	1
3100	53231	6		1	17

Find the course with your error and you will see that no teacher is assigned to that section

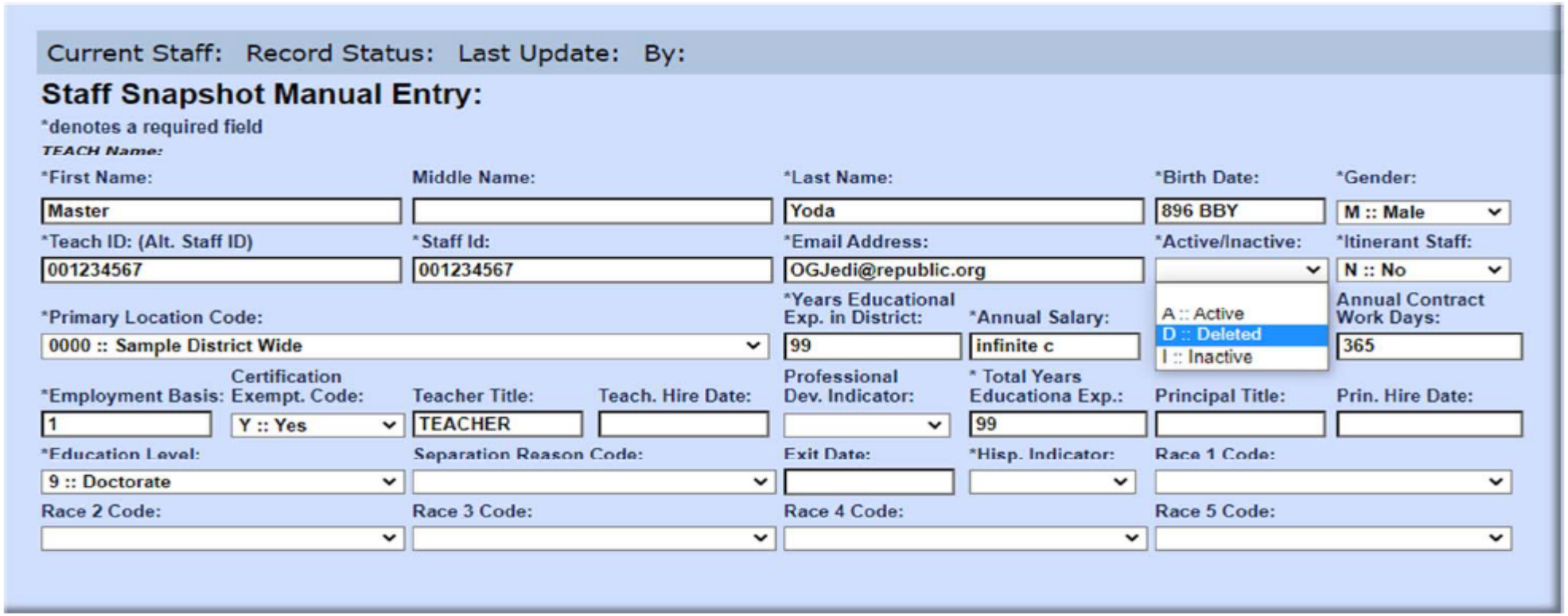
Make sure to check the location, course, section and term.

Level 0 Deleting Staff Snapshot Records

Staff Snapshot *Active/Inactive Status

To Delete a Staff Snapshot record:

If a staff snapshot record is incorrectly loaded and sent to Level 1, it can be deleted by marking the Active/Inactive status as “D” for Deleted.



*Deleting staff snapshot records from Level 0 does not delete them from Level 1.

Work Based Learning Students

Work Based Learning Students

SIRS Manual

State Course Code 22202W

Work Based Learning Students

SIRS Manual

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The work-based learning code 22202W should only be reported one time during the student's secondary enrollment. Hours are cumulative across years and courses. Providers should keep track of the total hours of work-based learning for each student and report the code when a student has acquired a total of at least 54 hours.

Work Based Learning Students

SIRS Manual

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Course ID	Course Name	Course Description
22202W	Approved CTE Program Work-Based Learning - 54 Hours Plus	Use for courses that consist of sustained interactions with industry or community professionals in real workplace settings or simulated environments at an educational agency. This code is also used for registered CTE WBL programs (WECEP, GEWEP, CEIP, paid or unpaid CO-OP).

Work Based Learning Students

SIRS Manual

State Course Code 22202W

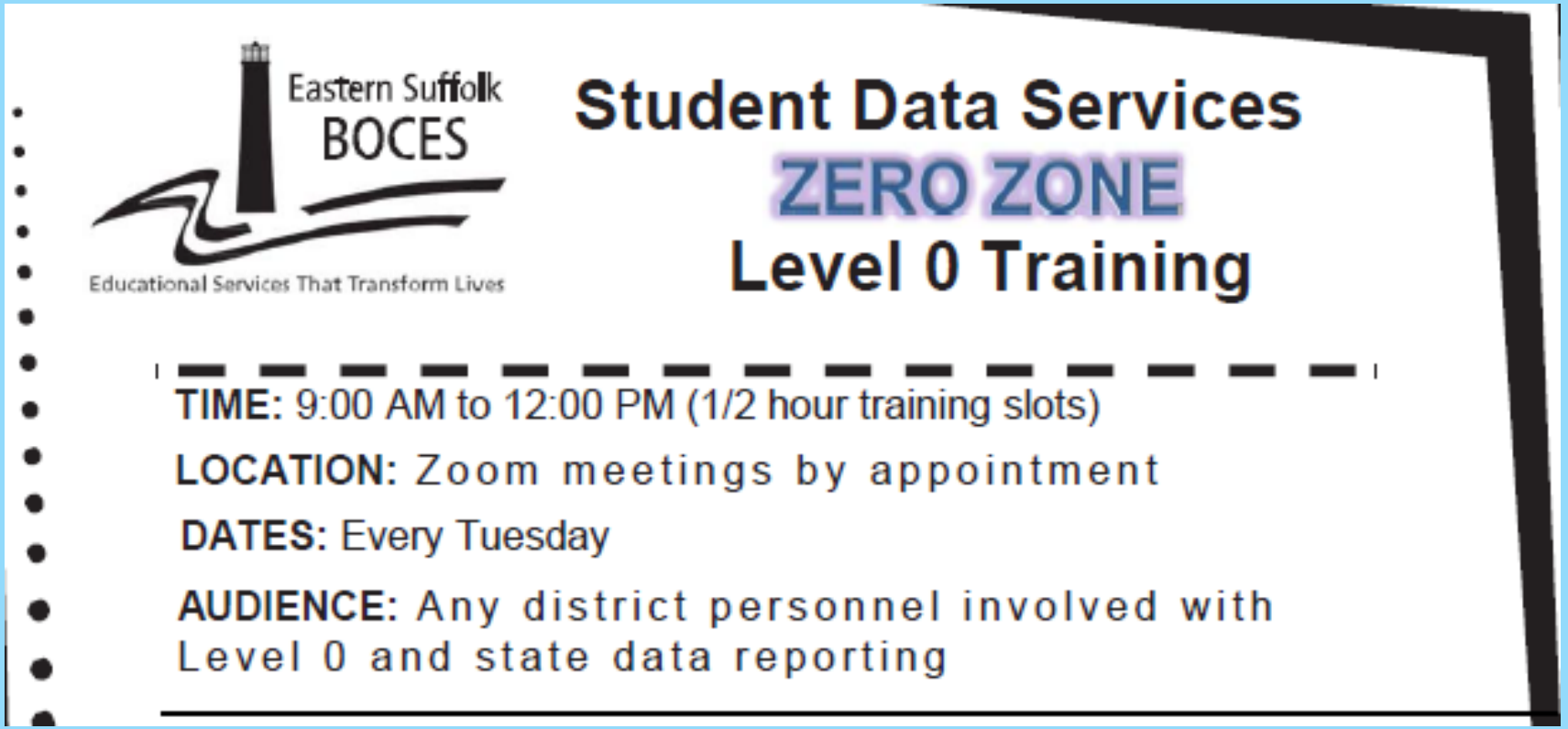
These courses populate column aa "Count Ever Enrolled in Workbased Learning" on the SIRS 344 CTE Concentrator report.

New York State Education Department

CTE Concentrator 4-Year Aug Cohort Outcomes in NYSED-Approved Programs Report

Data Contained in the Student Information Repository System

Regents Diplomas with Advanced Designation with CTE Endorsement (n)	CDOS (o)	Skills & Achievement (p)	Still Enrolled (q)	Transferred to AHSEPP/ HSEPP (r)	Dropped Out (s)	% Graduated (t) = (h/g)*100	Count ELA Regents Proficiency (u)	% ELA Regents Proficiency (v) = (u/g)*100	Count Math Regents Proficiency (w)	% Math Regents Proficiency (x) = (w/g)*100	Count Science Regents Proficiency (y)	% Science Regents Proficiency (z) = (y/g)*100	Count Ever Enrolled in Workbased Learning (aa)	% Ever Enrolled in Workbased Learning (bb) = (aa/g)*100
0	0	0	0	0	0	100%	1	100%	0	0%	1	100%	0	0%



PLEASE REGISTER AT LEAST 24 HOURS IN ADVANCE

At: https://calendly.com/dwtshelp/

Eastern Suffolk BOCES

Educational Services That Transform Lives

Student Data Services

ZERO ZONE

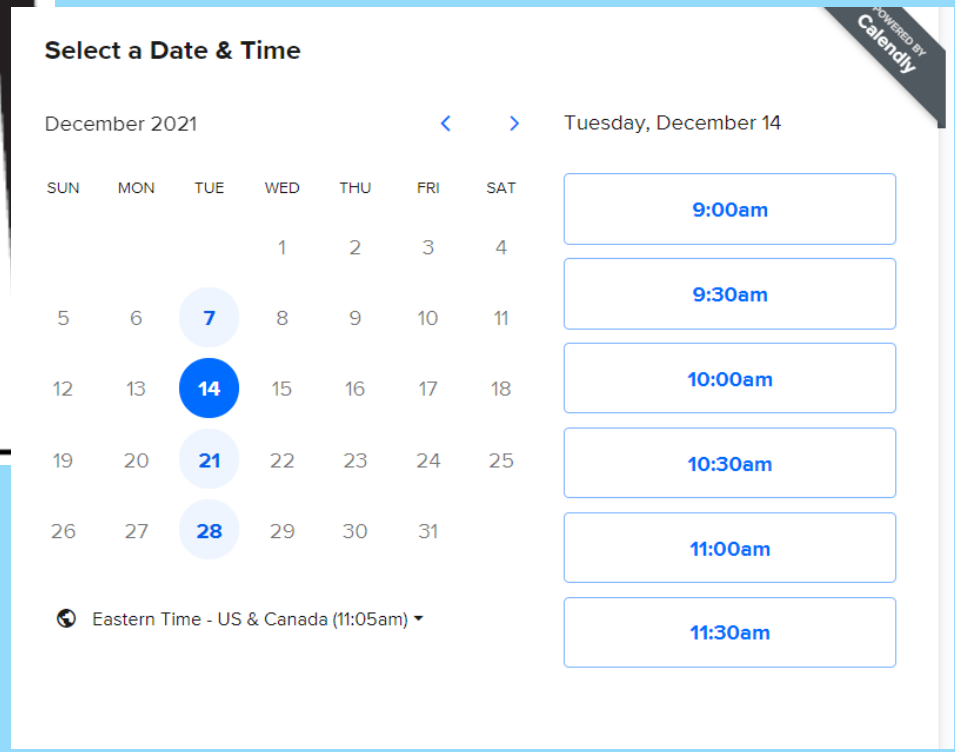
Level 0 Training

TIME: 9:00 AM to 12:00 PM (1/2 hour training slots)

LOCATION: Zoom meetings by appointment

DATES: Every Tuesday

AUDIENCE: Any district personnel involved with Level 0 and state data reporting



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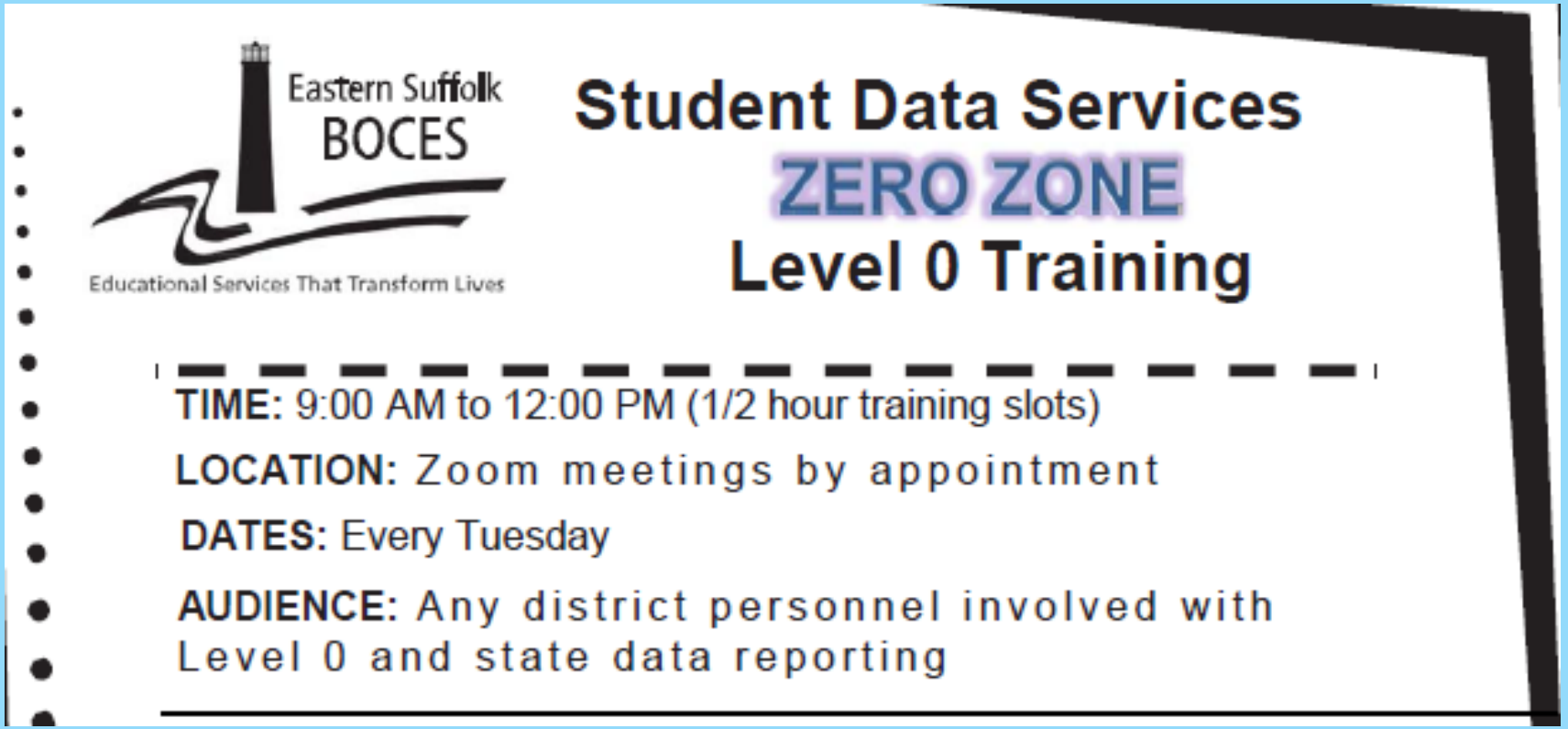

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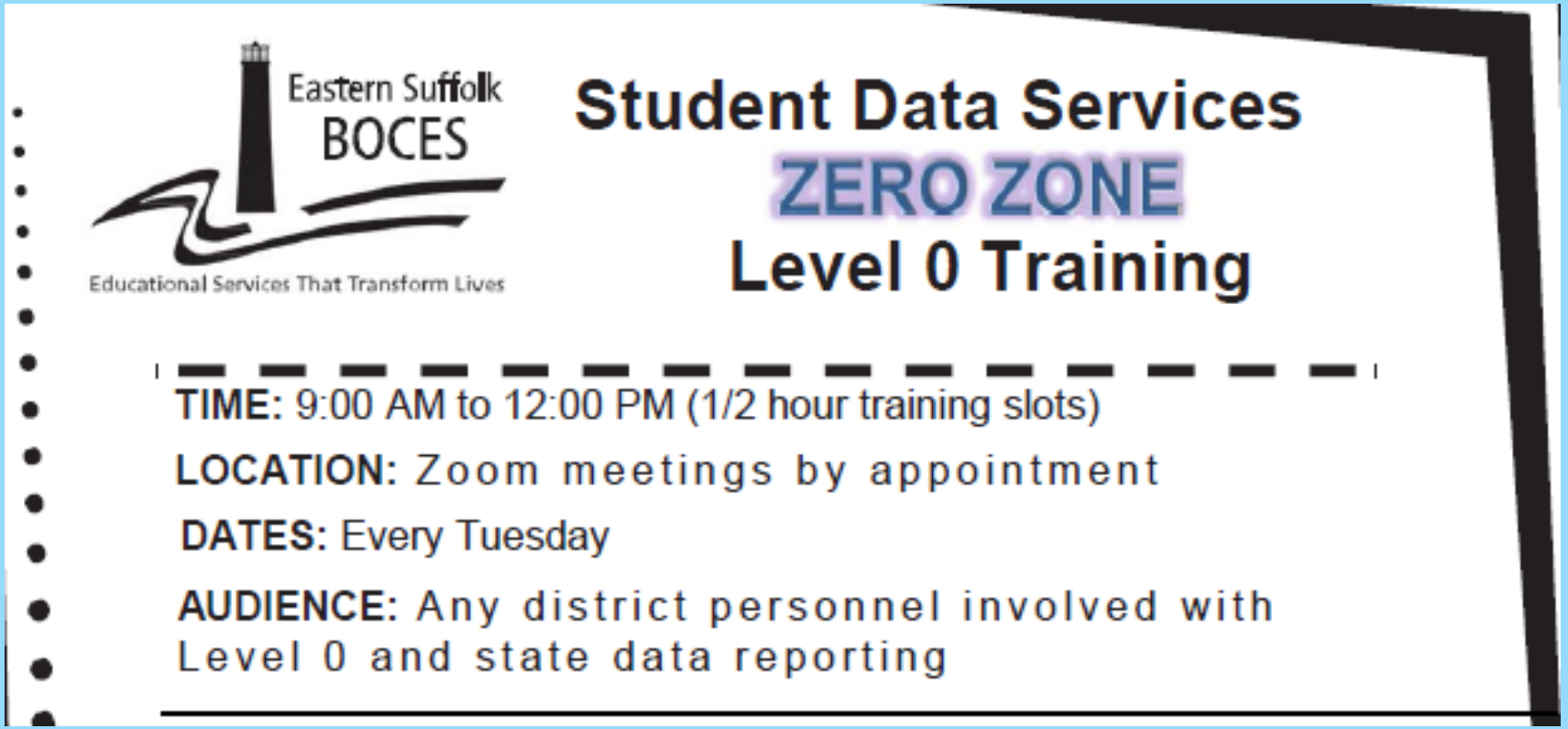

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