MOSIS/CORE DATA Webinar Questions and Answers

March 2, 2015

OCTOBER CYCLE

Q: If we have a long term substitute that has taken over a classroom due to a teacher's departure, how do we do the transfer assignment task?

A: You will need to go into the October Assignment collection, and on a latest trial go to records, and view any course assignment record, once you view a record you will see the Transfer Assignment link. Choose this link and the top portion of the tool will allow you to find the existing educator and choose the assignments you are ending, then the bottom portion of the tool allows you to input the replacement educator's information. Completing this will transfer the existing educator's information to the new educator including any student assignments.

Q: Before we can Transfer Assignments you'd have to resubmit the Educator Core to add any new staff that you want to transfer.

A: Correct, remember to add any new educator to the Educator Core/School files as well.

Q: I did not think we reported subs. I have never reported a long-term sub only a new teacher who has taken over the course.

A: The teacher of record for the students should be reported, if you have a long term sub responsible for the students then they need to be reported.

Q: Is it best to use the Transfer Assignment option or just to pull another course assignment from SIS to upload for teacher change mid-year?

A: You may certainly use a new upload from your SIS, some districts may find the Transfer Assignment link easier, especially if they have changes they have made in MOSIS but have not updated their SIS yet.

JUNE CYCLE

Q: Do you have a time line when the June Cycle reports will be open?

A: June Cycle in MOSIS and Core Data open the beginning of May. We do open the MOSIS June Student Core/Enrollment Attendance file earlier and anticipate opening it this month along with the June Course Completion file possibly.

Q: Do you know when the June calendar screen will be open? I would like to add the snow days now rather than later.

A: The June Cycle for Core Data will open the beginning of May.

Q: When is the CTSO Career Orgs webinar?
A: The CTSO Webinar is scheduled for Thursday, March 19, 2015 at 3:00pm

Q: We are looking ahead to June End of Course Completion. At our Middle School we use standard based grading. That doesn't really translate into semester grades like we put in the End of Course Completion. Can we use Pass or Fail as their grades or how should we handle it?
A: PS for Pass or FL for Fail are Grade Code options that may be used on the Course Completion submission.

Q: When will the new Fitness information be available? I checked the MOSIS manual and did not see the updates with 5th, 7th and 9th grade for Fitness Assessment.
A: The PE data reported this year includes 5th, 7th, and 9th grade. The information will be updated in the manual.

EOC EXCEPTION COLLECTION

Q: Where on the MCDS Portal is the EOC History Report?
A: Access the report by clicking on Guided Inquiry, State Assessment, and under the Administrative heading the EOC History Report is available. You will need to log into Secured Content to view this report.

Q: I have a student who has transferred to us during this school year and they are enrolled in our alternative school for credit recovery reasons. I'm told the student plans to finish up this spring and graduate. Their EOC history shows only 1 exam having been taken. Do I need to test a student like this in all the missing areas prior to their graduating/finishing up?
A: If the student is receiving "credit recovery" instruction in courses for which there is an EOC assessment, then the district is responsible to assess the student in those content areas.

Q: If I understand, the EOC History Report will reflect only those students that were reported by the specific district the last Wednesday in January and not for all MO students? So students that enroll in our district after the count day, we will not be able to use this report to find the EOC history?
A: That is correct, for transfers in after January you need to rely on the student's transcript or you may contact Janet Duncan (573-751-1362) for assistance.

Q: Every single member of our senior class is showing up on the EOC exception collection report. I have double checked and they have all taken the required EOC courses. Any ideas why they would show on this report? I have checked and they were all reported under the correct ID's as well.
A: You may want to follow-up with Janet Duncan (573-751-1362).

EOC ASSESSMENT PRECODE

Q: Can we send all students in the additional precode windows or is it only supposed to be those not included in the previous file?
A: For the EOC precode process, we recommend districts precode closest to the actual time of testing (i.e. if you're testing early, then you should precode early).

Q: I have done the EOC 1st window precoding. How do I add additional students who have moved in since I did this?

A: Additional students, or recent transfers, may be added manually into the testing system.

Q: We send out students on the precode file in the 1st window. Should we be using the 2nd window for additional students or what should we be using that for?

A: For the EOC precode process, I recommend districts precode closest to the actual time of testing (i.e. if you're testing early, then you should precode early).

Q: What is the purpose of the 2nd and 3rd windows if not to add new students?

A: A Student may only be pre-coded one time, per administration window. So, if new students move in, or a student was inadvertently excluded, districts may add these students in subsequent submissions.

Q: If a student transfers to your district but had already been precoded at another district - I believe the sending district needs to release that student from their records prior to being able to add them to your records.

A: That is correct. The receiving district should contact the testing company to report they have received a transfer student and will be adding the student into the system.

DUPLICATE MOSIS IDs

Q: How do I fix student ID's when they have been assigned more than 1?

A: Currently we would ask that you email coredata-mosis@dese.mo.gov with the information and we will research the duplicate IDs. In the future we will have a more streamlined process for you to submit the information to us.

CONTACT INFO

Q: I have some specific questions about dual enrollment that I sent in an email in January and to dsm@dese.mo.gov in February. I haven't received a reply to either email. Is there someone else that I need to contact?

A: We apologize you have not received a response. Emailing the dsm email is appropriate, you may also send Core Data/MOSIS specific questions to the Core Data MOSIS email at coredata-mosis@dese.mo.gov. This ensures if individuals are out of the office that others are available to answer your questions.

Q: Is this the correct e-mail for Duplicate MOSIS ID's? dsm@dese.mo.gov

A: We'd prefer for you to email duplicate MOSIS IDs to the coredata-mosis@dese.mo.gov. Thanks.

FEEDBACK SURVEY

http://www.surveymonkey.com/s/DESEWebinarFeedback