



OCTOBER CYCLE
MOSIS/CORE DATA WEBINAR

Office of Data System Management

September 2012

Missouri Department
of Elementary and Secondary Education

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October Cycle

- Overview
- Reporting
- Questions & Answers



Overview

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October Cycle	Collection	Due Date
MOSIS	Student Core File	October 15
	Educator Core File	
	Educator School File	
	Course Assignment File	
	Student Assignment File	
Core Data	Screen 2 – District Data (LEP data)	
	Screen 16 – Enrollment, Membership	
	Screen 18 – Educators	
	Screen 20 – Course Assignments	
	Screen 21 – Educator Vacancy	
	Screen 22 – Sending School Courses/Enrollment	
	Screen 25 – Gifted Education	



October Cycle - MOSIS

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- ❑ Five files: Student Core, Educator Core, Educator School, Course Assignment, and Student Assignment.
- ❑ The October Student Core uses the last Wednesday in September for the count date.
- ❑ Populates Core Data Screens:
 - ❑ 2 – District (LEP information)
 - ❑ 16 - Enrollment, Membership
 - ❑ 18 – Educator
 - ❑ 20 – Assignment
 - ❑ 22 – Sending School Courses and Enrollment



October Cycle – Student Core

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Collection Version	Social Security Number	LEP/ELL	8 th Grade Tech Literacy	K-8 Graduate District Code
Current School Year	County	ELL Exit	Aerobic Capacity	ECO Entry Date
Attending District Code	Student Grade Level	ELL Exit Test	Abdominal Strength	ECO Entry Indicator 1
Attending School Code	Gender	ESOL Instructional Model	Upper Body Strength	ECO Entry Indicator 2
Reporting District Code	Race/Ethnicity	Missouri Option Program	Flexibility	ECO Entry Indicator 3
Reporting School Code	Lunch Status	H.S. Career Ed Student	IEP Disability	ECO Exit Date
Resident District Code	Gifted	Title I	MAP Alternate	ECO Exit Indicator 1
Resident School Code	Homeless	Title III	Special Education Placement	ECO Exit Indicator 2
Teacher Name	Migrant	Residency Status	SPED Program Exit Code	ECO Exit Indicator 3
MOSIS State ID	In Building Less Than A Year	Membership FTE	Truant	CTE Program Code
Local Student ID	In District Less Than A Year	One Prior Ten Day Attendance	Supplemental Education Service	Title III LEP
Legal Last Name	Voluntary Transfer Student	Enrolled on Count Date	Career Cluster	Title III Immigrant
Legal First Name	A+ Student	Enrolled All Year	Nontraditional Student	First Freshman Year
Legal Middle Name	Number of Months in USA	First Year Freshman	Single Parent	Zip Code
Legal Name Suffix	Immigrant	GPA	Displaced Homemaker	
Date of Birth	ELL Primary Language	GPA Scale	CTE Technical Skills Attainment	

October – Educator Core

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Collection Version	Regular Term Salary
Current School Year	Extra Duty Salary
Reporting District Code	Minimum Salary Supplement
ED SSN	Career Ladder Stage
ED Legal Last Name	Highest Degree
ED Legal First Name	Public School Years – District
ED Legal Middle Name	Public School Years – Missouri
ED Legal Name Suffix	Public School Years – Public
ED Date of Birth	Late Hire Date
ED Gender	Early Termination Date
ED Race/Ethnicity	ED Comments
ED Email	Fiscal Agent County District
Extended Contract Duration	Minimum Salary Days Worked
Extended Contract Salary	



October – Educator School

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Collection Version
Current School Year
Reporting District Code
Reporting School Code
ED SSN
ED Legal Last Name
ED Legal First Name
Position Code
CTE Program Type
FTE
Salary
CTE Month
Late Start Date
Early End Date
Course Comment



October – Course Assignment

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Collection Version	State Course Number
Current School Year	Assignment Start Date
Reporting District Code	Assignment End Date
Reporting School Code	Course Sequence Number
ED SSN	Course Grade Level
Educator Last Name	Course Semester
Educator First Name	Course Delivery System
Position Code	Course Program Code
CTE Program Type	Course Minutes
Assignment Number	Course Credit
Local Course Number	Caseload
Local Course Name	Course Total Hours
Local Section Number	Assignment Comment



October - Student Assignment

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Collection Version	Dual Credit Site
Current School Year	Receiving Coll/Dist Code
Reporting District Code	Sending District Code
Reporting School Code	Sending School Code
MOSIS ID	ED SSN
Local Student ID	Position Code
Student Legal Last Name	CTE Program Type
Student Legal First Name	Disadvantaged
Student Legal Middle Name	IEP Disability (Primary)
Student Legal Name Suffix	Adult
Student Date of Birth	Local Course Number
Student Grade Level	Local Course Name
Student Gender	Local Section Number
Race/Ethnicity	State Course Number
Assignment Number	



October Linkages

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- The key fields that link the Educator and Assignment files:

Educator Submission		Assignment Submission	
Educator Core Key	Educator School Key	Course Assignment Key	Student Assignment Key
EDC.CurrentSchoolYear	> EDS.CurrentSchoolYear	> CRS.CurrentSchoolYear	> STA.CurrentSchoolYear
EDC.ReportingDistrictCode	> EDS.ReportingDistrictCode	> CRS.ReportingDistrictCode	> STA.ReportingDistrictCode
EDC.EDSSN	> EDS.EDSSN	> CRS.EDSSN	> STA.EDSSN
	EDS.ReportingSchoolCode	> CRS.ReportingSchoolCode	> STA.ReportingSchoolCode
	EDS.CTEProgType	> CRS.CTEProgType	> STA.CTEProgType
	EDS.PosCode	> CRS.PosCode	> STA.PosCode
		CRS.AssignNum	> STA.AssignNum
			STA.StateID



October Cycle – New Rules

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- District, Missouri, Public Years Experience
 - Rules EDC00430, EDC00431, and EDC00432 require an educator's years experience to increase by one each year.
 - Excluded from the rules are Aides, and any educator with an Early Termination Date.



October Cycle – Core Data

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- Core Data Screens: Due October 15th
 - **2 - District**
 - **16 - Enrollment, Membership, Summer School**
 - **18 - Educator**
 - **20 - Assignment**
 - 21 - Educator Vacancy
 - **22 - Sending School Courses and Enrollment**
 - 25 - Gifted Education



Screen 21 – Educator Vacancy

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Core Data Collection

Missouri EDUCATION

District: 001-090 ADAIR, CO. R-1
 Year: 2011-2012
 Status: OPEN-Cycle is available for data entry.

Select a District
 Number Name

Location: Data Collection Menu - October Cycle - 21 Educator Vacancy

Save

Did the school district have any educator vacancies for the current school year? Yes No
 How many of your teachers are involved as mentors in mentoring their peers?
 How many of your teachers are involved as mentees being mentored by their peers?

Administration	Initial Vacant FTE	Number of Applicants	Applicants with Approp. Cert.	Degree of Shortage	FTE Filled with Approp. Cert.	FTE Filled with Less Than Full Cert.	FTE Altered Positions	FTE Still Vacant
Superintendent	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Assistant Superintendent	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Elementary Principal	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Elementary Assistant Principal	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Middle School Principal	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
High Schl Asst. Prin.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Secondary Principal	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Secondary Assistant Principal	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Special Ed Director	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Vocational Director	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Vocational Supervisor	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Elementary	Initial Vacant FTE	Number of Applicants	Applicants with Approp. Cert.	Degree of Shortage	FTE Filled with Approp. Cert.	FTE Filled with Less Than Full Cert.	FTE Altered Positions	FTE Still Vacant
Elementary	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Early Childhood (K-3)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Elementary Education (1-6)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Screen 25 – Gifted Education

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Core Data Collection

Missouri EDUCATION

District: 001-090 ADAIR, CO. R-1
 Year: 2011-2012
 Status: OPEN-Cycle is available for data entry.

Select a District
 Number Name

Location: Data Collection Menu - October Cycle - 25 Gifted Education

Save

Delivery System	Student Selection Criteria					Alternative Selection System
	IQ%	Achievement %	Creativity %	Other		
AP/IB	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="checkbox"/>	<input type="checkbox"/>	
ERT	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="checkbox"/>	<input type="checkbox"/>	
GRT	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="checkbox"/>	<input type="checkbox"/>	
PEGS	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="checkbox"/>	<input type="checkbox"/>	
RRT	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="checkbox"/>	<input type="checkbox"/>	
SCT	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Comments:

Save



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Reporting

Reporting Educators/Assignments

Updating Educators/Assignments

Stopouts

Out of School Suspension

Alternative Programs

Instruction via Technology



Reporting Educators/Assignments

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□ District Responsible for Reporting Assignment and Education Information

■ The district providing the instruction for the assignment reports the educator/assignment information to DESE.

■ The exception is if the assignment is provided at a private, nonpublic, or college institution. In those cases the sending district reports the assignment information.



Updating Educators/Assignments

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- When Educators/Course Assignments are updated
 - 2nd Semester courses/students if unknown at the time of reporting may be added when they are known.
 - The October Educator Core and Course Assignment files may need updated when Educators/Courses are added, removed, or educators switch duties.
 - The Educator Core includes the Late Hire Date/Early Termination Date
 - The Course Assignment includes the Assignment Start Date/Assignment End Date



Transfer Assignment

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- Use Transfer Assignment when early end/late start situations occur.
- Allows duplication of students from existing assignment and adds them to the new educator's assignments.
- The transfer assignment button is found by going to Records, Course Assignments and can be chosen by viewing any course assignment.



Transfer Assignment

Home > [October 2010 Assignment](#) > [Latest Trial](#) > [All Course Assignments](#) > **999999999**

Element	Value	Type	Rule	Definition
CollectionVersion	2010Oct1.0CrAssign	Error	CRS00002	Each course assignment record must have matching CurrentSchoolYear
CurrentSchoolYear	2010	Warning	CRS01200	A CourseNum is required when the
ReportingDistrictCode	401401 - MO VIRTUAL INSTRUCTION PROGRAM	Warning	CRS02407	CourseGradeLevel is not valid since
ReportingSchoolCode	1050			
EDSSN	999999999			
LastName	Goodbar			
FirstName	Mr			
PosCode	60 - TEACH			
CTEProgType				
AssignNum	1			
LocCourseNum				
LocCourseName				
LocSecNum				
CourseNum				

[Student Assignments](#)
Transfer Assignment ←

Transfer Assignment

Home > [October 2010 Assignment](#) > [Latest Trial](#) > **Transfer Assignments**

Transfer Assignment

Educator SSN and Name: ←

Assignment Number	State Course Number	Local Course Number	Local Course Name	Sequence	Semester
<input type="checkbox"/>					
<input type="checkbox"/>		1			

Course/Assignment End Date (mm/dd/yyyy) ←

Replacement Educator
 Provide required information on the educator for which the chosen assignment(s) are to be transferred. Multiple assignments can be transferred to an educator; however, you can only transfer assignments to a single educator at a time. This process may be repeated for additional educators. (Attention: Checking the No Replacement button indicates this assignment ends with no replacement.)

* Replacement Educator SSN (No Dashes)

Replacement Educator First Name

Replacement Educator Last Name ←

* Course/Assignment Start Date (mm/dd/yyyy)

* Required if "Replacement Educator" is not checked.

No Replacement: There is no replacement for these assignments.

Stopouts

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- A student is reported as a dropout in the 11-12 School Year.
- If the student returns before the subsequent fall count date of September 26, 2012 the student is not reported as a dropout.
- Change the initial Exit code of Dropout, to the Exit Stopout code. The Entry for the return is the Entry Stopout code.



OSS

22

- A student is placed in OSS (out of school suspension).
- When this initially occurs, we advise you to code the student with an Exit dropout code so you are not counting them absent those days.
- If they return from their suspension before the fall count date of the next school year, you change the initial Exit Dropout, to the Exit Stopout code, and the Entry for when they return is the Entry Stopout code.



OSS – Suspension Stopout Code

23

- If student's suspension period extends beyond the subsequent fall count date, change the initial Exit Dropout code, to the Suspension Exit Stopout code, and the Entry for the return is the Suspension Entry Stopout code.
- These new codes will be available in the 2013 Code Sets starting in November



Alternative Programs

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- At Risk
- Credit Recovery
- Dual Credit
- Flex Program
- Job Corps
- Juvenile Detention Centers
- Missouri Academy
- Missouri Option Program



At Risk

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- For students receiving individualized assistance in a group setting, use Course Number 994210-At Risk in the October Course Assignment file.
- When students are reported in the June Course Completion file, you may report them by the specific subject and the corresponding grade the student received.



Credit Recovery

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- Provides an opportunity for high school students who would otherwise fail a previous course to complete the requirements of the previous class.
- Typically this is reported using Course Number 994210-At Risk.
- When students are reported in the June Course Completion file, you may report them by the specific subject and the corresponding grade the student received.



Dual Credit

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- Districts employing the educator providing the instruction report the Educator/Assignment information.

- Educators employed by colleges are not reported but the Assignments are reported by the district and school where the student is enrolled.



Dual Credit

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- Reporting the Student Assignment file:
 - Dual Credit Site identifies the location where the student receives the instruction (DIST-district, COLL-college, ACC-area career center)
 - The educator SSN is left blank if the instruction is provided at the college campus site (no educator files reported)
 - Receiving College District Code identifies the college granting the dual credit
 - Sending District/Sending School Codes identifies the district and school where the student is enrolled



Flex Program

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- Course Number 996002-Off Campus, School Flex Program
- The individual supervising the off-campus portion of the Flex Program should be a certificated teacher and therefore reported with a position code of 60.
- It is recommended that at least 225 minutes per week be provided for adequate supervision.
- The individual students participating in the program should be reported in the Student Assignment file.
- More information can be found at:
<http://www.dese.mo.gov/divimprove/sia/documents/Schoolflexmemo9-30.pdf>



Job Corps

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- There are three federal Job Corps programs in the state associated with a public school district:
 - Excelsior Springs
 - Normandy
 - Puxico
- A student may be enrolled in a school within one of these three school districts and would be reported as a transfer, or
- A student may be participating in an adult education/GED program and would be reported as a dropout.



Juvenile Detention Center

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- Students receiving instruction while in a Juvenile Detention Center are reported as transfers to the district providing the instruction during that time.



Missouri Academy

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- If students attend the Missouri Academy, the resident district has two options:
 - Pay NMSU, report the student as a Resident I student and issue them a diploma (similar to area career center students).
 - Do not pay NMSU - Maryville School District reports the student and they issue them a diploma.
 - In either scenario, reporting of the October Course/Student Assignment files is done by NMSU.



Missouri Option Program

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- Students attending classes that are offered specifically for Missouri Option Program students are:
 - Reported with Program Code 35 in the MOSIS Course Assignment file.
 - Students are coded with the value “Y” in the MO Option Program column in the MOSIS Student Core file.



Instruction via Technology (Exhibit 34)

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- Electronic Media
 - Electronic textbooks, DVD, videotape, satellite, etc.
 - Content of instruction not selected or delivered by local teacher
 - Physically present supervising teacher reported
 - Teacher must be MO Certificated but does not have to meet HQT requirements
 - Delivery System S reported on MOSIS Course Assignment file



Instruction via Technology (Exhibit 34)

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- ITV
 - Cameras, microphones, and video screens with speakers
 - Real time 2 way audio and video (synchronous)
 - Remote site teacher
 - Teacher must be MO Certificated in content area and must meet HQT requirements
 - Dual Credit Site reported as ITV(dual credit) or ITVN(not dual credit) in MOSIS Student Assignment file



Instruction via Technology (Exhibit 34)

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- Virtual (Section 162.1250 RSMo)
 - State aid payment is based upon course completion, not on student attendance/minutes
 - Electronically transmitted (typically pre-recorded audio/video files)
 - Instruction is not scheduled at a specific time
 - Teacher providing content, assessment, and feedback to students is reported
 - Teacher must be MO Certificated in content area and must meet HQT requirements.
 - Delivery System V reported on MOSIS Course Assignment file



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Questions & Answers

Program Area Contacts:

Career Education – 573-751-3524

Special Education – 573-751-7848

Title I, Title III/Reading – 573-526-4472

MOSIS – 573-751-8271

Core Data – 573-526-5287

