

**CHANGES TO TENNESSEE SIS PROGRAMS
FOR 2009-10 SCHOOL YEAR
11/1/2007**

CHANGE ID	2009-001	Due Date	June 30, 2009
PURPOSE OF CHANGE:			
<p>Due to student privacy issues the state will no longer require that districts report a student's SSN to EIS. Due to this change in policy regarding student SSN the state is augmenting the search fields for identifying students. The reporting of SSN is now optional, if no SSN is supplied, then you must report the student using a PIN. The new fields should provide for a more accurate matching of student enrollments to a student.</p>			
DATA MANAGER/REQUESTER:			
<p>Norton McDaniel Norton.mcdaniel@tn.gov 615-532-6217</p>			
BUSINESS RULES:			
<p>The SSN is no longer a required field on the student records (040-052 and 092-094). If the districts opt to not send the SSN they are required to assign the student a PIN. The student PIN is a required field if no SSN is submitted. The student match on the student record (040) will be augmented with the following fields in EIS. None of the student records should contain both SSN and PIN data. New fields are marked with an “*”:</p> <ul style="list-style-type: none"> Student's SSN or PIN Student's First Name Student's Last Name Student's Ethnicity Student's Gender Student's Date of Birth * Student's Mother's Maiden Last Name * Student's City of Birth * Student's County of Birth Code * Student's State of Birth Code * Student's Country of Birth Code <p>This data should be found on the student's birth certificate or on the court document changing a student's name.</p> <p>The State is also requiring that the 041-052 and the 092-093 extracts be sent only if the State Assigned Student ID (SASID) is present in the records. SIS packages should delay sending the 041-052 records until the student has a SASID. Any 041-052 record received in EIS without the SASID will be rejected by EIS.</p> <p>This also applies to the special ed records. All special ed extracts 092-093 must have the SASID or they will be rejected. The 092 and 093 special education extracts should only be sent by Easy IEP and Easy Census applications, the district's regular education software should not send these extracts. The 090 and 091 records are no longer valid for special ed extracts. The data in these records are to be sent via the regular ed extracts as they are currently being sent.</p> <p>The 040 Student extract should contain the SASID for existing students, but is not required for new students from districts that do not use the State sponsored Star Student.</p>			

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The rules for the student PIN are in the Attendance Manual at E-101:

E –101 Student Identification Number

A Personal Identification Number (PIN) shall be used to uniquely identify students upon entry into a Tennessee public school. In the event a student does not have a SSN or the parent or guardian does not wish to provide the SSN, the school system shall assign a unique number to be used for identification using the following numbering scheme:

9 + the 3digit

school system number + 00001 to 99999

This uniquely assigned PIN must remain with the student throughout his career in Tennessee public schools regardless of subsequent transfers within the school system or to other Tennessee school systems unless the actual SSN is provided.

REPORTS (Vendor):

Provide districts and schools the ability to enter and view the following data and to send that data to EIS via the 040 – Student record.

Student's Mother's Maiden Last Name

Student City of Birth

Student County of Birth

Student State of Birth

Student Country of Birth

REPORTS (SDE):

TECHNICAL SPECIFICATIONS (Vendors):

Provide districts and schools the ability to enter and view the following data and to send that data to EIS via the 040 – Student record.

Student's Mother's Maiden Last Name

Student's City of Birth

Student's County of Birth Code

Student's State of Birth Code

Student's Country of Birth Code

Provide the schools drop down windows to select these fields from the list of values provided by the state:

Student's County of Birth Code

Student's State of Birth Code

Student's Country of Birth Code

TECHNICAL SPECIFICATIONS (SDE):

Modify the EIS data base to provide allow the storage of enter the following data at the student level. Modify the EIS program to accept the following data in the EIS nightly process.

Student's Mother's Maiden Last Name

Student's City of Birth

Student's County of Birth Code

Student's State of Birth Code

Student's Country of Birth Code

Augment the current student match process with the new fields for finding existing

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students and to create new students in EIS.

NOTES:

Tables will be provided for the valid codes for Student County of Birth, Student State of Birth, and Student County of Birth.

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CHANGE ID	2009- 002	Due Date	June 30, 2009
PURPOSE OF CHANGE:			
<p>Due to the increasing number of State approved course codes and to allow the State to possibly go to the NCES recommended course codes in the future the SDE course code must be expanded to 5 digits.</p> <p>Academic and Contextual courses in mathematics, science, and English will be coded under a five-digit course code. This will enable the courses to be consistently titled, coded, and reported. An example of the five-digit course code is the following:</p> <p>Algebra I –</p> <ul style="list-style-type: none"> 03102 – Regular 31021 – Honors 31022 – CTE 31023 – Algebra I A 31024 – Algebra I B 31025 – Algebra I A (special 31026 – Algebra I B <p>Using the above example “Report as Course Code” 3102 for student transcript purposes only would reflect the following:</p> <ul style="list-style-type: none"> 03102 reported as 03102 31021 reported as 31021 31022 reported as 03102 31023 reported as 31023 31024 reported as 03102 31025 reported as 31025 31026 reported as 03102 			
DATA MANAGER/REQUESTER:			
<p>Will Lewis Will.lewis@tn.gov Branson Townsend Branson.townsend@ tn.gov Kimberly Jackson Kimberly.F.Jackson@tn.gov</p>			
BUSINESS RULES:			
<p>All SIS packages should allow for a 5-digit SDE course code to be prompted and accepted in the SIS package. The 030 extract must also be modified to accommodate the increased field length for SDE course code. See attached Record Layout document for the modifications required to the 030 extract for the 2009-10 school year.</p> <p>The state is implementing a “Report as Course Code” in order for universities to recognize specific courses that are identical in content alignment to the new revised curriculum standards but may differ in instructional methodologies. The “Report as</p>			

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Course Code” will be controlled by the state, and the districts/schools may not add or change “Report as Course Code”. Student transcripts, whether generated on paper or electronically, should reflect the designated “Report as Course Code” if a “Report as Course Code” is in the course master for the course code taken by the student. Again, the “Report as Course Code” will be controlled by the state, and districts will not be allowed to use transcript codes other than those designated by the state. The “Report as Course Code” is 5 digits.

REPORTS (Vendor):

All reports that currently display the course code must be modified to display the expanded 5-digit course code.

If the state has designated a “Report as Course Code” for a course, the “Report as Course Code” will be reported on student transcripts generated on paper and electronically for distribution to higher education organizations. The regular “SDE Course Code” will be used for all other purposes.

REPORTS (SDE):

All reports currently reporting the SDE Course code must be expanded to accommodate the 5-digit courses code.

The student transcript must be modified to report the “Report as Course Code” when one is designated for the XAP transcripts.

TECHNICAL SPECIFICATIONS (Vendors):

All SIS packages should allow for a 5-digit SDE course code to be prompted and accepted in the SIS package. The 030 extract must also be modified to accommodate the increased field length for SDE course code. See attached Record Layout document for the modifications required to be made to the 030 extract for the 2009-10 school year.

SIS Vendors will need to add a field to the district / school copy of the SDE Correlation of Course codes to accommodate the “Report as Course Code” for use by the schools and your SIS package for generating both paper and electronic student transcripts. This should be a protected field, as only the state may designate a “Report as Course Code”.

TECHNICAL SPECIFICATIONS (SDE):

SDE needs to modify EIS, E-Tiger, Course Master, and Data Warehouse to allow storage and display of a 5-digit SDE course code. SDE will also need to research and verify if any other applications are impacted.

SDE needs to add the “Report as Course Code” to the course master and a method to maintain this new field.

NOTES:

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Example - Algebra I

SDE Course	Course Type	Report on Transcripts as Course	Report to State (EIS) as Course	Check for Deficiency Using Course
03102	Regular	03102	03102	03102
31021	Honors	31021	31021	31021
31022	CTE	03102	31022	31022
31023	Algebra I A	31023	31023	31023
31024	Algebra I B	03102	31024	31024
31025	Algebra I A (SE)	31025	31025	31025
31026	Algebra I B (SE)	03102	31026	31026

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CHANGE ID	2009-003	Due Date	June 30, 2009
PURPOSE OF CHANGE:			
<p>The department is required to collect student level enrollment information for two after school programs and to report that data to the federal government. To accomplish this, we are adding two new student classifications. We have also re-evaluated our existing student classifications and are removing some of the classifications.</p>			
DATA MANAGER/REQUESTER:			
James Witty			
BUSINESS RULES:			
<p>SIS packages should only allow the student classifications in the attached for the 2009-10 school year. All student classifications are required to be sent to EIS in EIS Extract number 044 Student Classification.</p>			
REPORTS (Vendor):			
None			
REPORTS (SDE):			
<p>Existing reporting on student classifications must be modified to only report codes that are valid for the 2009-10 school year.</p>			
TECHNICAL SPECIFICATIONS (Vendors):			
<p>Allow the schools and districts to input new student classification codes of "1" and "2".</p> <p>1 = LEAPs Participant, any student participating in the LEAPs (Lottery for Education: Afterschool Programs) whether being served by an LEA, CBO, or FBO.</p> <p>2 = 21st CCLC Participant, Any student participating in the 21st CCLC program (21st Century Community Learning Centers Program) whether being served by an LEA, CBO, or FBO.</p> <p>Remove these classifications from the valid student classification codes and do not allow them to be entered starting with the 2009-10 school year.</p> <p>C = Hurricane Rita G = GED + 2 K = Hurricane Katrina M = Magnet</p> <p><i>** P = Private should not be removed for 2009-10 school year. It remains a valid student classification. (Rev. 1/29/2009)</i></p>			
TECHNICAL SPECIFICATIONS (SDE):			
<p>Add "1" and "2" to the student classification codes table. Block the use of the following student classification codes starting with the 2009-10 school year.</p> <p>C = Hurricane Rita G = GED + 2 K = Hurricane Katrina M = Magnet</p> <p><i>** P = Private should not be removed for 2009-10 school year. It remains a valid student classification. (Rev. 1/29/2009)</i></p>			

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NOTES:

LEA – Local Education Authority

CBO – Community Based Organization

FBO – Faith Based Organization

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CHANGE ID	2009-004	Due Date	June 30, 2009
PURPOSE OF CHANGE: CTE program code changes			
DATA MANAGER/REQUESTER: Will Lewis Will.Lewis@tn.gov 615-532-2846			
BUSINESS RULES: The following CTE program codes and descriptions will be valid starting with the 2009-10 school year. BT - BUSINESS TECHNOLOGY EDUCATION TEE - TECHNOLOGY ENGINEERING EDUCATION A10 - AGRICULTURAL EDUCATION A12 - AGRICULTURAL EDUCATION TI - TRADE AND INDUSTRIAL HS - HEALTH SCIENCE EDUCATION FCS - FAMILY AND CONSUMER SCIENCES EDUCATION FCSO - FAMILY & CONSUMER SCIENCES OCCUPATIONAL EDUCATION ME - MARKETING EDUCATION CA – CONTEXTUAL ACADEMICS All other codes are invalid for the 2009-10 school year and should not be included on the vocational ADM / ADA reports.			
REPORTS (Vendor): All Vocational ADA and ADM reports must be modified to include only these CTE program codes for the 2009-10 school year. BT - BUSINESS TECHNOLOGY EDUCATION TEE - TECHNOLOGY ENGINEERING EDUCATION A10 - AGRICULTURAL EDUCATION A12 - AGRICULTURAL EDUCATION TI - TRADE AND INDUSTRIAL HS - HEALTH SCIENCE EDUCATION FCS - FAMILY AND CONSUMER SCIENCES EDUCATION FCSO - FAMILY & CONSUMER SCIENCES OCCUPATIONAL EDUCATION ME - MARKETING EDUCATION CA – CONTEXTUAL ACADEMICS			
REPORTS (SDE): All Vocational ADA and ADM reports must be modified to include only these CTE program codes for the 2009-10 school year. BT - BUSINESS TECHNOLOGY EDUCATION TEE - TECHNOLOGY ENGINEERING EDUCATION A10 - AGRICULTURAL EDUCATION A12 - AGRICULTURAL EDUCATION TI - TRADE AND INDUSTRIAL HS - HEALTH SCIENCE EDUCATION FCS - FAMILY AND CONSUMER SCIENCES EDUCATION			

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FCSO - FAMILY & CONSUMER SCIENCES OCCUPATIONAL EDUCATION
ME - MARKETING EDUCATION
CA – CONTEXTUAL ACADEMICS

TECHNICAL SPECIFICATIONS (Vendors):

School and districts should only be allowed to use the above codes when assigning the CTE program code to SDE courses. Any other value should cause a error and not be accepted by the SIS software at data entry for the 2009-10 school year. Only these CTE program codes should be displayed on vocational ADA and ADM reports for the 2009-10 school year.

BT - BUSINESS TECHNOLOGY EDUCATION
TEE - TECHNOLOGY ENGINEERING EDUCATION
A10 - AGRICULTURAL EDUCATION
A12 - AGRICULTURAL EDUCATION
TI - TRADE AND INDUSTRIAL
HS - HEALTH SCIENCE EDUCATION
FCS - FAMILY AND CONSUMER SCIENCES EDUCATION
FCSO - FAMILY & CONSUMER SCIENCES OCCUPATIONAL EDUCATION
ME - MARKETING EDUCATION
CA – CONTEXTUAL ACADEMICS

TECHNICAL SPECIFICATIONS (SDE):

Modify EIS to only report CTE program codes list above for 2009-10. Modify Course Master to only allow these CTE program codes for 2009-10.

BT - BUSINESS TECHNOLOGY EDUCATION
TEE - TECHNOLOGY ENGINEERING EDUCATION
A10 - AGRICULTURAL EDUCATION
A12 - AGRICULTURAL EDUCATION
TI - TRADE AND INDUSTRIAL
HS - HEALTH SCIENCE EDUCATION
FCS - FAMILY AND CONSUMER SCIENCES EDUCATION
FCSO - FAMILY & CONSUMER SCIENCES OCCUPATIONAL EDUCATION
ME - MARKETING EDUCATION
CA – CONTEXTUAL ACADEMICS

NOTES:

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CHANGE ID	2009-005	Due Date	June 30, 2009
PURPOSE OF CHANGE: Rewrite of Preliminary School Report due changed reporting requirements by the state.			
DATA MANAGER/REQUESTER: Kimberly Jackson Kimberly.F.Jackson@tn.gov , 615-532-1677			
BUSINESS RULES: The Preliminary School Report in the future will consist of Parts 1 and 2. A layout and the rules for reporting are included in the attached documents. Please see the attached files 'Prelim School Part 1.doc' and 'Prelim School Part 2.doc'.			
REPORTS (Vendor): Please see the attached files for the instructions 'Prelim School Part 1.doc' and 'Prelim School Part 2.doc'.			
REPORTS (SDE): N/A			
TECHNICAL SPECIFICATIONS (Vendors): Please see the attached files for the instructions 'Prelim School Part 1.doc' and 'Prelim School Part 2.doc'.			
TECHNICAL SPECIFICATIONS (SDE): N/A			
NOTES:			

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11/1/2007**

CHANGE ID	2009-006	Due Date	June 30, 2009
PURPOSE OF CHANGE: Rewrite of Preliminary Staff Report due changed reporting requirements by the state.			
DATA MANAGER/REQUESTER: Kimberly Jackson Kimberly.F.Jackson@tn.gov , 615-532-1677			
BUSINESS RULES: The Preliminary Staff Report has been modified, the main difference is that it no longer reports at the individual class section level. It now reports by SDE course code with a total of classes and a total of all students in the course code for the staff member. A layout and the rules for reporting are included in the attached documents. Please see the attached file 'Prelim Staff Report.doc'.			
REPORTS (Vendor): Please see the attached files for the instructions 'Prelim Staff Report.doc'.			
REPORTS (SDE): N/A			
TECHNICAL SPECIFICATIONS (Vendors): Please see the attached files for the instructions 'Prelim Staff Report.doc'.			
TECHNICAL SPECIFICATIONS (SDE): N/A			
NOTES:			