

**Chris Brookshire - Pearson**

**Question 1:**

My current question is to if the 081-083 data needs to be tracked historically or if only current year data is required. I will have additional question on the 080 but need to complete further research.

**Answer:**

In EIS this data is stored with the enrollment, so we will be tracking history for this data.

**Melody Thomas – Shelby Co.**

**Question 2:**

The conversation toward the end of the phone call ended with the LEA sending the student's grade without the honors points added and then the honors points being placed in a different field. I do not like the idea of sending a final grade to EIS that does not match the grade recorded on the student's official transcript.

How about if we ask the vendor to add a field to the course record that includes the honors points? At that point you all could take the grade sent from the LEA that matches the student's official transcript and match that to the course file to determine if honors points were used.

**Answer:**

The record currently has a field to store Quality points. We will collect the final grade less any Quality Points. Quality points are those points awarded for Honors classes, AP classes, and IB classes.

**Jane Whitaker - Lenoir City Schools**

**Question 3:**

I would like to get a clarification on "final grade" with regard to credit recovery. Currently, when a student participates in a credit recovery program, the grade earned in credit recovery is averaged with the initial failing grade to produce the final grade. If final grades have already been transmitted, will we be able to modify them, even in a subsequent school year to reflect the recovered credit. In this case, as student is not re-enrolled in the course, but the grade is modified. Our practice follows the guidelines established by the state for credit recovery.

**Answer:**

Below are the department guidelines referred to from the state that were established in 2005. These should be followed regarding credit recovery grades.

**Grades**

LEAs are responsible for establishing specific uniform procedures for evaluation of student progress and awarding of final grades in Credit Recovery programs. LEAs shall establish a grading formula that includes the original failing grade in the calculation of the final credit recovery grade.

**FOR EXAMPLE:**

Equal Weighted Original Grade 50  
Equal Weighted Credit Recovery Grade 90  
Final Transcript Grade Calculation 140/2  
Final Transcript Grade Posted 70

Grades awarded in Credit Recovery programs shall adhere to the State Board of Education uniform grading scale.

- Grades awarded in Credit Recovery programs shall be posted under the name of the original teacher of record. The original failing grade may be retained on the transcript.
- LEAs shall establish a naming convention to differentiate a Credit Recovery transcript grade from all other transcript grades.
- LEAs shall establish administrative procedures to enter grades to student transcripts and student information systems, and to report grades to students and parents/guardians.

We will be providing a screen in the EIS Enhanced Data Entry application to allow you to modify a student's grade for credit recovery.

**Vickie Tuders - Marion Co.**

**Question 4:**

When we have a student that transfers to us from another school and it is for a class that is not listed in the state course codes, what are we to do?

**Answer:**

The course should have a special course code that the sending district should provide. If not listed in the school approval course code document, it is my understanding that all courses approved for credit in TN must be prior approved through the special course application process.

**Chris Brookshire - Pearson**

**Question 5:**

Does the data for the 081 and 082 need to be tracked historically or do we need to only track current year services for reporting?

**Answer:**

The data will be tracked historically in EIS, it is tied to a enrollment.

**Chris Brookshire - Pearson**

**Question 6:**

I would like to pose the question as to if the data for the 083 can be tied to the student or if this needs to be tied to enrollment records as well.  
Does this data need to be tracked historically?

So for the 81 through 83 I would like to better understand what the historical significance of this data is.

**Answer:**

The data will be tracked historically in EIS, it is tied to a enrollment.

**Phyllis Taylor - Fayette County**

**Question 7:**

Wouldn't it be better to put the same thing on all the reports for "2 or more". Shouldn't they all say "Non-Hisp. 2 or more"? I know this is picky, but it would keep me from explaining to a lot of commissioners and board members that "2 or more" means "Non-Hisp. 2 or more"

**Answer:**

Each of the reports have been changed to "Non-Hisp. 2 or more". Please see the updated documentation,

**Mariann Davis – Century**

**Question 8:**

2010-001 Student Class Information. We will need to convert Semester codes other than Fall and Spring to FA and SP. We plan to do this by looking at when the class meets. However, what about the classes that are not full year but span Fall and Spring? e.g. Trimester 1 (T1) meets only during the Fall (convert to FA), Trimester 3 (T3) meets only during the Spring (convert to SP), but Trimester 2 (T2) meets during Fall and Spring. Should the Final Grade for a Trimester 2 class be reported as Fall (when the class begins) or Spring (when the class ends)?

**Answer:**

The Term codes have been modified to accommodate Semesters, Trimesters, Quarters, Summer School, and year long classes. Please see the updated documentation.

**Mariann Davis – Century**

**Question 9:**

Will the course information sent up in the 080 record need to appear /exist in the 030 and 031 record? e.g. A student transfers into the district from Maine. The student took German in Maine. The TN district does not offer German, so that course would not have a 030 record sent up for the current school year.

**Answer:**

EIS is not attaching the grade data to a class (030/031), it is being stored under the student. So the transfer classes will not have to have a class record defined in EIS or in the SIS package. It must be a valid SDE course code for the year taken.

**Mariann Davis – Century**

**Question 10:**

What if a class truly does not have one final grade but two final grades? e.g. A class English 9<sup>th</sup> grade runs full year (one local class number). At the end of semester 1, the student receives a grade of an 'A'. At the end of semester 2, the student receives a grade of a 'B'. The school does not average this grade. The school truly reports both the A and B on the transcript and uses both in the gpa calculation. The school also posts credit to each semester. In your model, you only allow one final grade, but the school truly does not store or calculate one final grade for this class (They have 2).

**Answer:**

With your description of the class, these classes should be set up as two separate class sections.

**Mariann Davis – Century**

**Question 11:**

Alpha grades. Schools using A+, A, and A- , which have different numeric values assigned. How to report these? If both A+ and A- are to be converted to A, with the reported as numeric equivalent of A, you'll lose the actual GPA of that student (#1 below). OR are we to report A+ as A with its A+ numeric equivalent, and report A- as A with its A- numeric equivalent (#2 below)?  
e.g.

method	Alpha grade student has	which is equivalent to	report as	numeric equivalent
1	A+	99	A	95
	A	95	A	95
	A-	92	A	95
2	A+	99	A	99
	A	95	A	95
	A-	92	A	92

**Answer:**

For state reporting purposes, districts/schools shall adhere to the State Board of Education uniform grading policy. The policy can be found at the following link:

<http://www.state.tn.us/sbe/Policies/3.301%20Uniform%20Grading%20Policy.pdf>

**Mariann Davis – Century**

**Question 12:**

Numeric grade. Documentation discrepancy. Vendor Changes document says “final numeric grade prior to adding quality points awarded”, yet the EIS Transmit Records document says “final numeric grade including quality points awarded”. Which is correct?

**Answer:**

It is the final grade prior to adding quality points awarded. The documentation will be corrected.

**Mariann Davis – Century**

**Question 13:**

Quality Points. This is a one digit field. What if it has a value such as B+ = 3.5?

**Answer:**

Quality points are for Honors, AP, and IB classes. They are always added to a numeric grade. Ie, student has a class numeric grade of 97 and they are awarded 5 quality points, they grade is now 102.

**Mariann Davis – Century**

**Question 14:**

Credits. What to do for districts that have a Full Year course worth more than 1 credit? e.g. A full year double period class earns 2 credits.

**Answer:**

The requirements are that the schools report credits attempted and credits earned. So if a student attempted 2 credits, you would report 2 credits in the defined format. If the student earned 2 credits you would report 2 credits in the defined format.

**Mariann Davis – Century**

**Question 15:**

For a student who has transfer grades from a private or out-of-state school, are we sending previous years historical grade information to EIS? If so, what information should be used to populate the key fields for the record? e.g. A junior transfer into a TN school from Maine. The student has 2 years of historical grade information. Since the student was not enrolled in TN in 2008 and 2009, there will be no 040 or 041 records for that student in EIS. If the historical grade data is to be sent to EIS, what values need to populate the District ID, School ID, School Year, Instructional Program Number fields?

**Answer:**

The data is stored at the student level in EIS, not the enrollment. So we store data from previous years. You just need to make sure that you use the correct year in the “Year Class Was Taken” field.

Example of how to report the school year:

School year 2010-2011 would be reported to EIS as 2010.

You would use the submitting school’s district and school number and you would put a “Y” in the Transfer Credit field. All fields in the record should be populated per the valid values in the record layout.

**Mariann Davis – Century**

**Question 16:**

What is the plan for future reporting of Elementary School grades? Many schools do not give A, B, C, D, F grades to elementary school students, especially in the lower grades; O,S,U are more common. In Kindergarten and Preschool there may be only traits evaluated, e.g. “Can identify numbers,” awarding only a plus or minus value. What is going to be permitted as a “Final Grade” for these students?

**Answer:**

That has not been finalized at this time.

**Mariann Davis – Century**

**Question 17:**

Just a clarification, once a student is marked/identified as a homeless student; they remain that for the entire year. Correct?

**Answer:**

Yes, the student remains homeless for the duration of that enrollment. If a student withdraws and re-enrolls you will need to indicate that the student is homeless on the second enrollment.

**Mariann Davis – Century**

**Question 18:**

Do I understand this correctly, that only a Title 1 student (namely, any student in a Title1 school and any student receiving Targeted Assistance in a non-Title1 school) can apply for and receive SES?

**Answer:**

The correct definition is:

Students eligible to apply and receive SES are low income students in Title I High Priority schools in School Improvement Year 2, Corrective Action, or Restructuring or School Improvement Year 1 in districts that elect to offer SES in the first year that they are identified for improvement. Low income students are defined as those eligible for free and reduced price meals (X and Y free and reduced price meal codes).

**Mariann Davis – Century**

**Question 19:**

Just a clarification, once a student is assigned to either a Targeted Assistance Instructional or Support Service, they are assigned for the entire year. There is no entry/left dates associated with this information?

**Answer:**

Yes, they remain in this status for the duration of that enrollment. If a student withdraws and re-enrolls you will need to indicate that the student's status on the second enrollment.

**Mariann Davis – Century**

**Question 20:**

If for a particular discipline incident, a student receives multiple dispositions and they are equal seriousness, do we lump them together and report it as one instance?

e.g.

incident 11/9/09, fighting: in-school suspension one day 11/9/09, then given out-of-school suspension two days 11/12/09 thru 11/13/09, then assigned out-school-suspension for three more days 11/18/09 thru 11/20/09 after a conference with the parents – is this counted as one instance of out-of-school suspension of five days duration?

**Answer:**

You report all disciplinary actions for a offense to EIS with the dates a student is in each disciplinary action. On the Disciplinary report you report only the most sever disciplinary action.

**Mariann Davis – Century**

**Question 21:**

Reason 25 was previously listed as “Theft”. Now for 2010, the description appears as “Damage to property”. Which is correct?

**Answer:**

This has been corrected and is now in the documentation.

**Mariann Davis – Century**

**Question 22:**

“12<sup>th</sup> grader who was present at the end of the school year, didn't receive a diploma AND was promoted.” What grade is such a student promoted to? Is this referring to Retention?

**Answer:**

This is one of the items that determines if the student is to be included on the Dropout report. So if a student is in the 12<sup>th</sup> grade and they are promoted but do not receive a diploma they should be included in the Dropout report.

**Several People – Various Districts**

**Question 23:**

What is the definition of the new Teaching Method of On-line Course. How is the On-line Course different from the Distance Learning teaching method?

**Answer:**

These are interchangeable terms. State Board of Education policy refers to on-line courses as distance and e-learning courses. For more information see the following link:

<http://www.state.tn.us/sbe/Policies/3.208%20Distance%20Learning%20and%20e-Learning.pdf>

**Jeff Edmonds – Oak Ridge Schools**

**Question 23:**

Will there be individual subjects submitted to the state instead of a self-contained course in the elementary schools?

**Answer:**

All classes with a final grade will be submitted to the state.

**Jeff Edmonds – Oak Ridge Schools**

**Question 23:**

At the elementary/preschool level will we need to convert a standards based grade to ABC letter grades or will the standard scores be submitted?

**Answer:**

This is still to be determined.

**Jeff Edmonds – Oak Ridge Schools**

**Question 23:**

Will EasyIEP handle multiple race codes? We extract from Skyward and import the code into EasyIEP.

**Answer:**

Easy IEP will handle the multiple race codes along with the ethnicity data. The SE data manager is in the process of discussing this with PCG.

**Laura Melton – Excel Software**

**Question 24:**

I am having issues with programmers understanding what exactly you are looking for in the quality points (80 extract) what is the definition\meaning of a quality points. What would it look like?

**Answer:** ( **Branson or Nicole please answer** )

Quality points **may** be added to the student numeric grade which then would be converted to a letter grade. The table below can be found on page 3 of the State Board of Education uniform grading policy.

Uniform Grading System			
Grade	Percentage Range	Weighting for HonorsCourse	Weighting for Advanced

			<b>s and National Industry Certification</b>	<b>Placement and International Baccalaureate Courses</b>
<b>A</b>	93	100	May include the addition of 3 points to the grades used to calculate the semester average.	May include the addition of 5 points to the grades used to calculate the
<b>B</b>	85	92		
<b>C</b>	75	84		
<b>D</b>	70	74		
<b>F</b>	0	69		

For more information related to the process of determining quality points outlined in the State Board of Education uniform grading policy see the following link:

<http://www.state.tn.us/sbe/Policies/3.301%20Uniform%20Grading%20Policy.pdf>

**Elaine Gilbert – Washington County**

**Question 25:**

Quick question about the 080 extract:

In our system credits are awarded at the semester even tho we are NOT a block system. Will we provide to you the credit as it is earned at each semester for the year long courses (.5 each semester, thus there will be 2 entries per course) or do we need to start awarding the credit at the end of the course (1.0, thus 1 entry per course)?

**Answer:**

As I understand the vendor change document you have provided, the state will be capturing the student's final grade along with quality points when awarded, and credits earned. According to the business rules "Districts should report all student class final grades." Therefore, districts are to follow the state board policy and report all grades based on the uniform grading policy and in the same manner as they report the grades for lottery scholarship purposes. This would necessitate all districts to report full credit course grades one time at the end of the course.

**Amber Mocadlo - Skyward**

**Question 26:**

Question is about loading 2009-10 student grades. Knowing that TN builds records in a hierarchy fashion – will this 080 record need to be dependant on anything for this end of the year upload?

**Answer:**

This is a one time shot, we will not require any records other than the 080. Bear in mind that in order to have been awarded a grade the student will have had to have been enrolled with all records during the 2009-10 school year.

**Amber Moadlo - Skyward**

**Question 27:**

Question is about loading 2009-10 student grades. Can you send me the state required grading scale?

**Answer:**

Here is the web location, see page 3 Recommendation 2.

[http://www.state.tn.us/sbe/Policies/3.301 Uniform Grading Policy.pdf](http://www.state.tn.us/sbe/Policies/3.301%20Uniform%20Grading%20Policy.pdf)

**Amber Moadlo - Skyward**

**Question 28:**

Question is about loading 2009-10 student grades. What is the actual date you are you proposing this be to the state?

**Answer:**

If we could get it by June 30, 2010 that would be great. That will allow schools time to close out the year end class grades.