Title IA Consolidated State Performance Report

Online Data Collection for 2012-13
and
Title I Interchange Collection for 2013-14

Federal Programs Unit
January 2014

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CSPR
(Consolidated State Performance Report)

- Required by the U.S. Department of Education.

- Involves information about numbers of students served in Title IA programs and the services they received.

- Conducted annually from districts receiving Title IA funds.

- Being done old way for 2012-13; will be done through the Title I Data Interchange 2013-14 on.

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The 2012-13 Data Collection

- Only one person per district can use this system and will be assigned a password.
- If you are a BOCES but not completing report for member districts, forward this information to your districts and copy Donna Morganstern (morganstern_d@cde.state.co.us).
- **2012-13 data needed by Friday, January 24, 2014.**
- To register for a password:
http://www.cde.state.co.us/scriptscfpu/ConsPerfCollection/index.asp

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Register as LEA Contact Person

Register for Password

(Not the same as the Consolidated Application password.)

If you have been designated as the LEA contact person to submit performance report data, please use the link below to request password.

> Register as LEA Contact Person

Complete the Report

Please login below (**Please Note**: An LEA contact person must be registered to login):

EMAIL ADDRESS:	
PASSWORD:	(i.e. AB123C)
	Submit

http://www.cde.state.co.us/scriptscfpu/ConsPerfCollection/index.asp

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Click on your district

CONTACT PERSON REGISTRATION

Please select your LEA from the list below.
Please Note LEAs are sorted by district number.

- 0010 – MAPLETON 1 – Adams

- 0020 – ADAMS 12 FIVE STAR SCHOOLS – Adams

- 0030 – ADAMS COUNTY 14 – Adams

- 0040 – BRIGHTON 27J – Adams

- 0050 – BENNETT 29J – Adams

- 0060 – STRASBURG 31J – Arapahoe

- 0070 – WESTMINSTER 50 – Adams

- 0100 – ALAMOSA RE-11J – Alamosa

- 0120 – ENGLEWOOD 1 – Arapahoe

- 0123 – SHERIDAN 2 – Arapahoe

- 0130 – CHERRY CREEK 5 – Arapahoe

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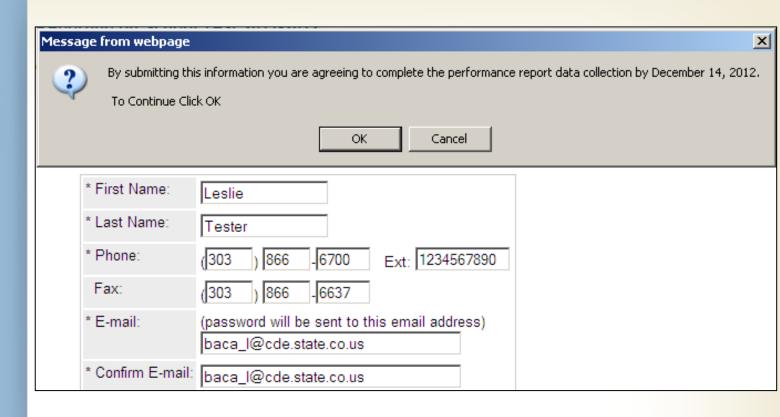DEPARTMENT *of* EDUCATION   cde

Enter your contact information and click *Submit*

CONTACT PERSON REGISTRATION

Complete the following fields to receive a password via email.

*Asterisks indicate required fields.

* First Name:	
* Last Name:	
* Phone:	( ) - Ext:
Fax:	( ) -
* E-mail:	(password will be sent to this email address)
* Confirm E-mail:	

Submit   Reset

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Confirm you will submit the report by the due date.

Message from webpage

By submitting this information you are agreeing to complete the performance report data collection by December 14, 2012.

To Continue Click OK

OK   Cancel

* First Name:	Leslie
* Last Name:	Tester
* Phone:	(303) 866 -6700 Ext: 1234567890
Fax:	(303) 866 -6637
* E-mail:	(password will be sent to this email address) baca_l@cde.state.co.us
* Confirm E-mail:	baca_l@cde.state.co.us

If you do not get a password within one business day, email morganstern_d@cde.state.co.us

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If you lose your password or have any issues using it, contact:

Donna Morganstern
morganstern_d@cde.state.co.us

Joyce Washington
washington_j@cde.state.co.us

Completing the 2012-13 Report

- Do not use October Count numbers. Data should reflect the whole 2012-13 year, not a single point in time.

- CSPR is a summary report of the total number of students served throughout the year.

- **Title I status does not equal FRM.** To be a Title I student you must be enrolled in a school that receives Title I funds.

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Logon with your e-mail address and password.

Register for Password

(Not the same as the Consolidated Application password.)

If you have been designated as the LEA contact person to submit performance report data, please use the link below to request password.

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Complete the Report

Please login below (**Please Note**: An LEA contact person must be registered to login):

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PASSWORD:	(i.e. AB123C)

Submit

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- Enter <u>numbers only</u>—no letters, special characters (spaces or dashes). All non-numeric information removed prior to submission.

- To save work and complete it later, press ***Save and Logout to Complete Report Later*** button. When you return you can begin where you previously left off.

Provide the unduplicated number of students who participated in Title IA programs by grade and type of program: Targeted Assistance, Schoolwide, and Private School or Local Neglected (if applicable).

Table 1

Student Participation in Title I, Part A by Grade Level 2011-2012 School Year					
	Targeted Assistance	Schoolwide Program	Private School	Local Neglected (Neglected only)	Total
*Age 0-2	0	0	0	0	0
Age 3-5	0	0	0	0	0
Kindergarten	0	0	0	0	0
1st Grade	0	0	0	0	0
2nd Grade	0	0	0	0	0
3rd Grade	0	0	0	0	0
4th Grade	0	0	0	0	0

Local Neglected:

Students placed in a residential facility (not orphanage) by Social Services due to neglect, abuse, etc., supported by your LEA's funds.

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Enter data and press *Re-Calculate Totals*.

Yellow cells will calculate.

Click *Save Table 1*.

Remaining data collection concerns TA programs only.

Student Participation in Title I, Part A by Grade Level 2011-2012 School Year					
	Targeted Assistance	Schoolwide Program	Private School	Local Neglected (Neglected only)	Total
*Age 0-2	0	0	0	0	0
Age 3-5	0	0	0	0	0
Kindergarten	0	0	0	0	0
1st Grade	0	0	0	0	0
2nd Grade	0	0	0	0	0
3rd Grade	0	0	0	0	0
4th Grade	0	0	0	0	0
5th Grade	0	0	0	0	0
6th Grade	0	0	0	0	0
7th Grade	0	0	0	0	0
8th Grade	0	0	0	0	0
9th Grade	0	0	0	0	0
10th Grade	0	0	0	0	0
11th Grade	0	0	0	0	0
12th Grade	0	0	0	0	0
TOTALS	0	0	0	0	0
TITLE I	0				

* Age 0-2 not calculated in totals

Re-Calculate Totals   Save Table 1

Table 2

TA students only

Report number of students who received each instructional service through a TA program. Students may receive many instructional services, but should be reported only once for each service, regardless of how many times they received it. Do not include Private School or Local Neglected students.

Mathematics	0
Reading/Language Arts	0
Science	0
Social Studies	0
Vocational/Career	0
Other Instructional Services	0

Table 3

TA students only

Report the number who received each listed support service through a TA program. Students may receive more than one support service, but should be reported only once for each service, regardless of how many times they received it. Do not include Private School or Local Neglected students.

Health, Dental, and Eye Care	0
Supporting Guidance/Advocacy	0
Other Support Services	0

Save Tables 2 and 3

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Table 4

TA-funded
staff only

Press
*Save Table
4*

Report the FTE of staff funded by a TA program in each category. For staff who worked with both TA and SW students, report only the FTE paid with TA funds.

Teachers	0
Paraprofessionals	*Data collected through the HR collection*
<u>Other paraprofessionals</u> (translators, parental involvement, computer assistance)	0
Clerical Support Staff	0
Administrators (non-clerical)	0

What are *other paraprofessionals*? Paras who do not provide direct instruction (translators, work with parental involvement, computer assistance, etc.)

Save Table 4

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Complete report now or later.

After you *Save and Complete Report*, review it for accuracy.

Click *Make Corrections* if needed.

Otherwise, click *Submit Data as Final*.

You may re-login and make revisions until **January 24** deadline.

Save and Logout to Complete Report Later | Save and Complete Report Now

Consolidated State Performance Report Data Collection

Please review the information below for accuracy.

District: 0040 - BRIGHTON 27J
Contact Name: Leslie Tester
Contact Phone: 3038666700
Contact Extension: 1234567890
Contact Email: baca_l@cde.state.co.us

Make Corrections | Submit Data as Final

Student Participation

Student Participation in Title I, Part A by Grade Level 2011-2012 School Year					
	Targeted Assistance	Schoolwide Program	Private School	Local Neglected (Neglected only)	Total
Age 0-2	0	0	0	0	0
Age 3-5	0	0	0	0	0
Kindergarten	0	0	0	0	0
1st Grade	0	0	0	0	0
2nd Grade	0	0	0	0	0
3rd Grade	0	0	0	0	0
4th Grade	0	0	0	0	0
5th Grade	0	0	0	0	0

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Print this page.

Scroll down and click *Log Out*.

Student Participation

Student Participation in Title I, Part A by Grade Level 2011-2012 School Year					
	Targeted Assistance	Schoolwide Program	Private School	Local Neglected (Neglected only)	Total
Age 0-2	0	0	0	0	0
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5th Grade	0	0	0	0	0
6th Grade	0	0	0	0	0
7th Grade	0	0	0	0	0
8th Grade	0	0	0	0	0
9th Grade	0	0	0	0	0
10th Grade	0	0	0	0	0
11th Grade	0	0	0	0	0
12th Grade	0	0	0	0	0
*Ungraded	0	0	0	0	0
TOTALS	0	0	0	0	0
TITLE I	0				

* Age 0-2 and Ungraded not calculated in totals

Student Participation in Title I, A Targeted Assistance Programs by Instructional and Support Services 2011-2012 School Year	
Mathematics	0
Reading/Language Arts	0
Science	0
Social Studies	0
Vocational/Career	0
Other Instructional Services	0

Support Services 2011-2012 School Year	
Health, Dental, and Eye Care	0
Supporting Guidance/Advocacy	0
Other Support Services	0

Staff Information for Title I, A Targeted Assistance Programs 2011-2012 School Year	
Number of Title I Targeted Assistance Program FTE Staff	
Teachers	0
Paraprofessionals	*Data collected through the HR collection*
Other paraprofessionals (translators, parental involvement, computer assistance)	0
Clerical Support Staff	0
Administrators (non-clerical)	0

CERTIFICATION

I hereby certify that, to the best of my knowledge, the information contained in this collection is correct and that any information on the participation of children enrolled in nonpublic schools has been disclosed to appropriate officials of those schools:

_____   _____
Signature of Authorized Representative   Date Signed

_____   _____
Signature of Person Completing this Collection   Date Signed

District: 0040 - BRIGHTON 27J
Contact Name: Leslie Tester
Contact Phone: 3038666700
Contact Extension: 1234567890
Contact Email: baca_l@cde.state.co.us

Questions/Comments:
E-mail: baca_l@cde.state.co.us, or phone (303)866-6700
E-mail: morganstern_d@cde.state.co.us, or phone (303)866-6209

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If you lose the hard copy, log back into the system and it will take you directly to the Certification Page, which you can print again.

Register for Password

(Not the same as the Consolidated Application password.)

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Complete the Report

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| PASSWORD: | (i.e. AB123C) |

Submit

http://www.cde.state.co.us/scriptscfpu/ConsPerfCollection/index.asp

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Sign copy as *Person Completing the Collection.*

Get signature from Authorized Rep.

Fax to Donna Morganstern 303-866-6637

Consolidated State Performance Report Data Collection

- Print this page.
- Have the Authorized Representative sign the hard copy.
- Have the Person Completing This Collection sign the hard copy.
- Fax it to Leslie Baca at 303-866-6637 or send it to her as an e-mail attachment to baca_l@cde.state.co.us.

District: 0040 - BRIGHTON 27J
Contact Name: Leslie Tester
Contact Phone: 3038666700
Contact Extension: 1234567890
Contact Email: baca_l@cde.state.co.us

Student Participation

Student Participation in Title I, Part A by Grade Level 2011-2012 School Year					
	Targeted Assistance	Schoolwide Program	Private School	Local Neglected (Neglected only)	Total
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Age 3-5	0	0	0	0	0
Kindergarten	0	0	0	0	0
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3rd Grade	0	0	0	0	0
4th Grade	0	0	0	0	0
5th Grade	0	0	0	0	0
6th Grade	0	0	0	0	0
7th Grade	0	0	0	0	0
8th Grade	0	0	0	0	0
9th Grade	0	0	0	0	0
10th Grade	0	0	0	0	0
11th Grade	0	0	0	0	0
12th Grade	0	0	0	0	0
*Ungraded	0	0	0	0	0
TOTALS	0	0	0	0	0
TITLE I	0				

* Age 0-2 and Ungraded not calculated in totals

Student Participation in Title I, A Targeted Assistance Programs by Instructional and Support Services 2011-2012 School Year	
Mathematics	0
Reading/Language Arts	0
Science	0
Social Studies	0
Vocational/Career	0
Other Instructional Services	0

Support Services 2011-2012 School Year	
Health, Dental, and Eye Care	0
Supporting Guidance/Advocacy	0
Other Support Services	0

Staff Information for Title I, A Targeted Assistance Programs 2011-2012 School Year	
Number of Title I Targeted Assistance Program FTE Staff	
Teachers	0
Paraprofessionals	Data collected through the HR collection
Other paraprofessionals (translators, parental involvement, computer assistance)	0
Clerical Support Staff	0
Administrators (non-clerical)	0

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_____   _____
Signature of Authorized Representative   Date Signed

_____   _____
Signature of Person Completing this Collection   Date Signed

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If you discover an error after submitting data as final, contact Donna or Joyce to unlock your report so you can make the correction.

Donna Morganstern

morganstern_d@cde.state.co.us

303-866-6209

Joyce Washington

washington_j@cde.state.co.us

303-866-6708

Fax: 303-866-6637

Reporting for 2013-14 and forward

- TA program data will be pulled from the Title I interchange

- SW programs data will be pulled from End-of-Year reporting through the Pipeline.

- Private school and neglected facility numbers, by grade, for Table 1 will be collected online for 13-14 only from districts impacted.

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Reporting for 2013-14 and forward

- Only districts with a TA school will submit data to the Title I interchange—accepts data only on TA students.

- Interchange will not accept students in SW schools or non-Title I schools.

- Districts with only SW programs and no private schools or neglected facilities served by Title I will not do anything around this CSPR collection in 2013-14.

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Reporting for 2013-14 and forward

- The 2013-14 CSPR collection already has begun!

- The data submitted to the Title I interchange submission in October is the basis for the CSPR.

- Data going to the USDE will be pulled when your 2013-14 End-of-Year snapshot is taken.

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Managing the Title I Interchange

- Be sure that staff track students who receive Title I-funded TA services and services they receive, for:

  Accuracy   Efficiency

- Add any TA students who arrived OR were identified as eligible for Title I TA services post-October Count to the Title I interchange.

  Append   Replace   Add Record

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Managing the Title I Interchange

- Any student included in the Title I interchange must have a "1" for at least one instructional service. Otherwise, it is assumed that they did not receive any Title I-funded services.

- This was not necessary for October Count but it is for the CSPR!

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Districts with TA school(s) 2013-14

ACADEMY	CHEYENNE CTY	GUNNISON	MESA CTY VALLEY	S. ROUTT
AGATE	CHEYENNE MTN	HARRISON	MOFFAT 1	ST VRAIN
AKRON	CO. SPRINGS	HAXTUN	NORWOOD	STEAMBOAT
ARRIBA-FLAGLER	DE BEQUE	HAYDEN	OTIS	STRASBURG
ASPEN	DEER TRAIL	HINSDALE	OURAY	STRATTON
BAYFIELD	DELTA	HI-PLAINS	ESTES PARK	SUMMIT
BETHUNE	EADS	HOEHNE	PARK CTY	SWINK
BOULDER	E. GRAND	IDALIA	PLAINVIEW	TELLURIDE
BRANSON	EATON	JOHNSTOWN-MILLIKEN	PLATEAU 5	WALSH
BRIGGSDALE	EDISON		PLATEAU VALLEY	WELD 1
BRUSH	ELBERT	JULESBURG	PLATTE CANYON	WELDON VALLEY
BUENA VISTA	ELIZABETH	KARVAL	PLATTE VALLEY 3	W. END
BUFFALO	FALCON	KEENESBURG	PLATTE VALLEY 7	WIDEFIELD
BURLINGTON	FOUNTAIN	KIOWA	POUDRE	WILEY
BYERS	FOWLER	LA VETA	PRAIRIE	WINDSOR
CALHAN	FREMONT	LAMAR	PRIMERO	WOODLAND PARK
CENTENNIAL	FRENCHMAN	LEWIS-PALMER	RANGELY	YUMA
CSI	GENOA-HUGO	MANCOS	RIDGWAY	
CHERAW	GILPIN	MANITOU	ROCKY FORD	
CHERRY CREEK	GRANADA	MEEKER	SILVERTON	

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CDE Home > CDE Access Management >

Colorado Department of Education - Single Sign-On

Username:

your email address

Password:

District LAM (Local Access Manager) assigns password

Login

I forgot my password

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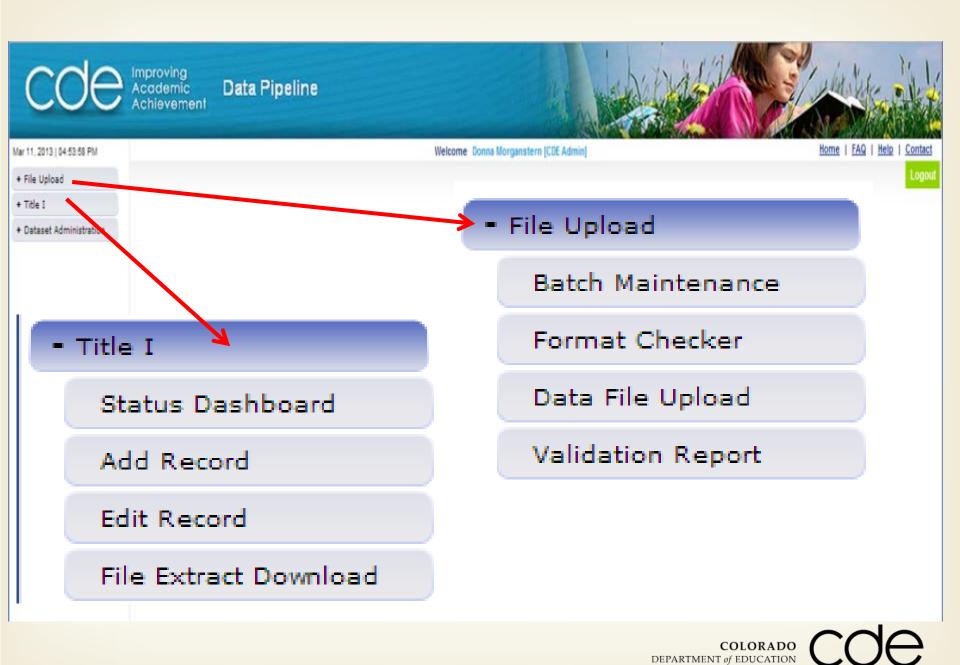
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Data File Upload
(File name cannot have any spaces)

Format Checker

Dataset * [Title I ▾]

File Type * [Title I ▾]

School Year * [2012-13 ▾]

File Name * [Choose File] No file chosen

[Upload]

Data Element Name	Excel Column	Data Element Length	Original Length From File	Result
District Code	A2	4	4	Pass
School Code	B2	4	4	Pass
Sasid	C2	10	10	Pass
First Name Student	D2	30	7	Pass
Last Name Student	E2	30	6	Pass
Gender Student	F2	2	1	Pass
Birth Date Student	G2	8	8	Pass
Services Math	H2	1	1	Pass
Services Rla	I2	1	1	Pass
Services Science	J2	1	1	Pass
Services Social Studies	K2	1	1	Pass
Services Vocational	L2	1	1	Pass
Services Other Instructional	M2	1	1	Pass
Services Health	N2	1	1	Pass
Services Guidance	O2	1	1	Pass
Services Other Support	P2	1	1	Pass

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Title I Data Interchange Fields

District Code (4-digit)	School Code (4-digit)	SASID (10-digits)	First Name	Last Name	Gender 01=female 02=male	Date of Birth (mmddyyyy)

Instructional and Support Services (0,1)					
Math	Reading/Language Arts	Science	Social Studies	Vocational/ Career	Other

Support Services (0,1)		
Health, Dental, Eye	Supporting Guidance/Advocacy	Other

District Code	School Code	SASID	First Name	Last Name	Gender	Date of Birth	Math Instructional and Support Services	Reading/ Language Arts Instructional and Support Services	Science Instructional and Support Services	Social Studies Instructional and Support Services	Vocational/ Career Instructional and Support Services	Other Instructional and Support Services	Health, Dental, Eye Support Services	Supporting Guidance/ Advocacy Support Services	Other Support Services

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+ File Upload

- Title I

  Status Dashboard

  Add Record

  Edit Record

  File Extract Download

+ Dataset Administration

Logout

Add Record

| File Type * | Title I ▼ | School Year * | 2012-13 ▼ | Organization/LEA * | Select... ▼ |

Fields marked with * are mandatory

Add New Record

Add Record

| File Type * | Title I ▼ | School Year * | 2012-13 ▼ | Organization/LEA * | 0980-HARRISON 2 ▼ |

Fields marked with * are mandatory

Add New Record

Submit

School District/BOCES Code *	Select ... ▼	School Code *	Select ... ▼
Student's State ID (SASID)		Student's First Name *	
Student's Last Name *		Student's Gender *	Select ... ▼
Student's Date of Birth *		Instructional and Support Services: Mathematics *	Select ... ▼
Instructional and Support Services: Reading/Language Arts *	Select ... ▼	Instructional and Support Services: Science *	Select ... ▼
Instructional and Support Services: Social Studies *	Select ... ▼	Instructional and Support Services: Vocational/Career *	Select ... ▼
Instructional and Support Services: Other Instructional Services *	Select ... ▼	Support Services: Health, Dental, and Eye Care *	Select ... ▼
Support Services: Supporting Guidance/Advocacy *	Select ... ▼	Support Services: Other Support Services *	Select ... ▼

Submit/Add Record

Edit Record

File Type *	Title I	**School Year** *	2012-13	**Error Records** All
Organization/LEA *	Select...	**Batch ID** *	All	**SASID Errors** All

Fields marked with * are mandatory

School Code	All	**Student's State ID (SASID)**	
Student's Last Name			

Search

Edit Record

File Type *	Title I	**School Year** *	2012-13	**Error Records** All
Organization/LEA *	0980-HARRISON 2	**Batch ID** *	12801 - 04/24/2013 11:59 AM	**SASID Errors** All

Fields marked with * are mandatory

School Code	All	**Student's State ID (SASID)**	
Student's Last Name			

Search

File Extract Download

Data Management

- Student list for October Count snapshot already uploaded.

- Need to manage data through the Interchange over the year.

- Add students as they enter school or become eligible for Title I TA services.

  - *Replace* existing file.
  - *Append* the existing file with only new students.
  - *Add Record.*
  - Code all services 0 unless they change to 1; blanks = errors.

Data Management

Remember!

- Do not delete a student who left school/district or transferred to a non-Title I or SW school. CSPR is a cumulative count.

- Only add or correct data. Take care if using **Replace**.

- If uploading a complete file, you can **Replace**. If not, **Append** or **Add/Edit Record**.

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Data Management

- Every student in the interchange should have received at least one service. If a student is marked all zeros, they will be removed before reporting to USDE.

- Update files however works best for you:
    - Maintain records in a central place or in individual schools.
    - Update as student status/services change or update at end of year when data are complete

- Extract a download after every data update.

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Troubleshooting Errors

- Make sure that student data matches everything in student interchange *exactly*.

- Anything off, even a stray blank space, will create a mismatch and, as such, an error.

- Let me know if you have questions or problems:

  Donna Morganstern (303-866-6209)

  Morganstern_d@cde.state.co.us

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