



COLORADO
Department of Education

2017-18 Title I, Part D CSPR Data Collection

State Agency Facilities (Subpart 1)

LEA Facilities (Subpart 2 – Neglected & Delinquent)

Overview

- Title I, Part D reporting requirements
- Walkthrough of Facility-Level data collection template
- Questions

Title I, Part D reporting requirements

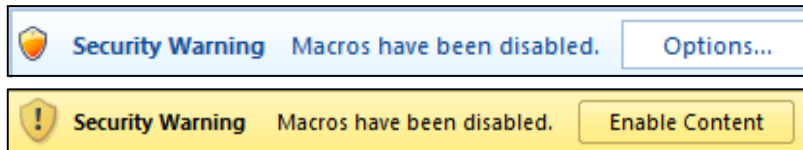
- Data must be submitted for all facilities that received FY 2017-18 Title I, Part D funding
 - Subpart 1 - State agencies
 - Subpart 2 - Neglected and Delinquent
- Complete CDE's Facility-Level data collection template
 - Separately for each facility
 - Facilities running more than one program must submit a separate template for each program

Data Collection Template - Layout

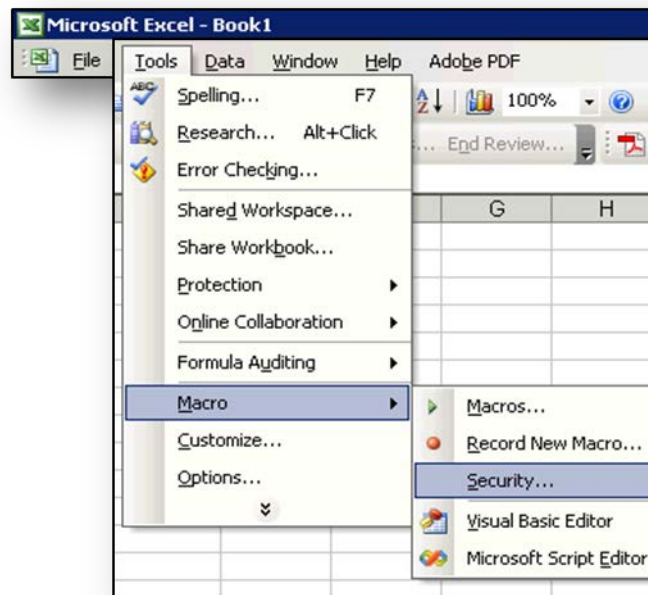
- Instructions
- Required elements:
 - Contact Info (person completing template)
 - Programs and Facilities
 - Students Served
 - Academic & Vocational Outcomes
 - Academic Performance

Data Collection Template - Enabling Macros

- Excel 2007 or newer



- Earlier version of Excel



Data Collection Template - Instructions

- Only include facilities/programs that received funding, and students that directly benefited
 - Students who are housed in facilities that received funding, but did not benefit from those funds during the reporting year should not be included
- July 1, 2017 - June 30, 2018
- Complete tabs in order
- Zero values vs. missing data
 - Type “missing” in any fields for which a data element is not collected or is missing, and provide an explanation in the Comments field as to why the information is not available
 - If the number of students to be reported for a data element is zero, insert the number zero (0)

Data Collection Template - Programs and Facilities

- If facility runs more than one program that received funding, select “Yes” for multipurpose facility and complete a separate template for each program

2) Does your facility run more than one program that receives Title I, Part D funds (i.e., a multipurpose facility)?

Multipurpose facility: An institution, program, or facility which serves more than one programming purpose. For example, the same facility may serve a juvenile corrections program and a neglected program.

NOTE: Multipurpose facilities must complete separate templates for each program.

No

Yes

Data Collection Template - Programs and Facilities, Cont.

- Select program type

3) How is your facility classified by the US Department of Education for the purposes of funding?

Adult Corrections: An adult correctional institution is a facility in which persons, including persons 21 and under, are confined as for a criminal offense.

Juvenile Corrections: An institution for delinquent children and youth is a public or private residential facility other than a foster home that provides the care of children and youth who have been adjudicated delinquent or in need of supervision. Include any programs serving adjudicated youth (including non-secure facilities and group homes) in this category.

Juvenile Detention Facilities: Detention facilities are shorter term institutions that provide care to children who require secure custody pending court adjudication, court disposition, or execution of a court order, or care to children after commitment

Neglected Programs: An institution for neglected children and youth is a public or private residential facility, other than a foster home, that is operated primarily for the care of children who have been committed to the institution or voluntarily placed under applicable State law due to abandonment, neglect, or death of their parents or guardians.

Other Programs: Any other programs, not defined above, which receive Title I, Part D funds and serve non-adjudicated children and youth.

Adult Corrections
Juvenile Corrections
Juvenile Detention Facilities
Neglected Programs
Other

- Provide average length of stay for each program

4) What is the average length of stay (in days) at your facility?

Average length of stay: The average length of stay should be weighted by number of students and should include the number of days, per visit, for each student enrolled during the reporting year, regardless of entry or exit date. Multiple visits for students who entered more than once during the reporting year can be included. The average length of stay in days should not exceed 365.

Data Collection Template - Students Served

- Unduplicated count
 - Students are counted only once, even if they were admitted to a facility or program multiple times within the reporting year
- Duplicated count
 - Multiple admissions counted each time (e.g. a student in the facility who exits, then is entered back into the program at a later date, would be counted twice)

Data Collection Template - Students Served, Cont.

Based on unduplicated counts only:

- Long-term students
 - Students enrolled for 90 or more consecutive days
- Students with disabilities (IDEA)
- Limited-English proficient (LEP) students
 - Federal definition, includes NEP and LEP
- Race/ethnicity
- Gender
- Age

NOTE: Each subtotal should equal the number of unduplicated students reported, otherwise provide explanation in comments

Data Collection Template - Academic and Vocational Outcomes

Based on unduplicated counts only:

- Enrolled in local school district
 - Only reported after exiting
- Earned high school course credits
- Enrolled in GED program
- Earned a GED
- Obtained high school diploma
- Accepted and/or enrolled in post-secondary education
- Enrolled in job training courses/programs
- Obtained employment

*NOTE: All outcomes, except for enrollment in local school district, are reported for students while in facility, and again for students within 90 days after exiting. If a student attained an outcome once in the facility, and again after exiting, that student may be counted once in each column.

Data Collection Template - Academic Performance

Only report academic performance of long-term students

- Students who tested below grade-level upon entry
- Students who took both pre- and post-test
- For students taking both a pre- and post-test, report the change in grade-level performance:
 - Negative change
 - No change
 - Improvement up to one grade-level
 - Improvement more than one grade-level

NOTE: Students who took a pre-test prior to July 1, 2017 may be included if their post-test occurred during the reporting year. Students who completed the post-test after the reporting year ended should be counted in the following year

Data Collection Template - Validation Checking

- Click the “Check your data!” button available on each tab
 - Potential data quality issues will be circled
- For example, a facility reported they served 100 students (unduplicated count):

Check your data!

Clear circles!

5.1) American Indian or Alaska Native	15
5.2) Asian	15
5.3) Black or African American	15
5.4) Hispanic or Latino	15
5.5) Native Hawaiian or other Pacific Islander	15
5.6) White	15
5.7) Two or more races	
Race/Ethnicity subtotal	90

6.1) Male	55
6.2) Female	50
Sex subtotal	105

NOTE: Any time changes are made to a worksheet, always click the “Check your data!” button as this will update the count of potential data quality issues

Submit Data Template

- Once the template is complete, inform CDE that you are ready to submit (Tolentino_A@cde.state.co.us or 303-866-4571)
- *Do not send the template via e-mail!*
- You will receive a link to register with and submit your template through the CDE Secure File Transfer Server
- Templates are due November 30, 2018

Questions?

- Questions regarding data collection and program evaluation of Title I, Part D:
 - Alexandra Tolentino
 - tolentino_a@cde.state.co.us or 303-866-4571
 - Tina Negley
 - negley_t@cde.state.co.us or 303-866-5243
 - Nazanin Mohajeri-Nelson
 - mohajeri-nelson_n@cde.state.co.us or 303-866-6205
- Questions regarding Title I, Part D program:
 - Joey Willett
 - Willett_j@cde.state.co.us or 303-866-6700