2017-2018 Special Education December Count

Purpose:
The purpose of the Special Education December Count Snapshot is to obtain data for the Annual Count of Students with Disabilities in the State of Colorado and the associated Staff members to fulfill Federal and State reporting requirements.

Student:
    Student data is used to meet federal reporting requirements, calculate Indicators 5, 6, 9, 10 Significant Disproportionality, generate sample lists for Indicator 8 Parent Surveys and record review, and determine ECEA funding for Students with Disabilities.

Staff:
    Staff data is used to meet federal reporting requirements and verify staff qualifications.

Dependencies:
- The SASID/LASID combination will be a unique identifier for all special education students.
    - If a student is in a districts jurisdiction then the student will be assigned a SASID which is updated in the RITS system. The student will also be assigned a unique LASID by the district.
- Special Education Students will be tracked through the Special Education IEP Interchange.
    - All special education students will have a record in a Special Education Participation file for their Admin Units.
    - All special education students will have a record in a Special Education Child file for their Admin Units.
- Special Education Students who are part of a district will have records in the Student Enrollment interchange.
    - All special education students who are within a district's jurisdiction will have a record in the Student Demographic file.
    - All special education students who are with a district jurisdiction will have a record in the School Association file.
- Special Education staff or teacher's information will be captured by either a district or an Administration Unit. Staff/Teacher information will be contained in the Staff Profile & Assignments Interchange.
    - Employee has been assigned an EDID and demographic data is updated in the EDIS system.
    - All special education staff will have a record in the Staff Demographic file.
    - All special education staff will have a record in the Staff Assignment Association File Association file.

Criteria:

1. Criteria for Special Education **STAFF** December Count snapshot.
    - Special Education Flag = 1
    - Start date is December 1st or prior to December 1st of reporting school year.
    - End Date is either blank (not ended) or post December 1st of the reporting school year.

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- o EDID is reported in both Staff Profile (Profile and educational background) and Staff Assignment Association files for reporting district.
- o Records with the following Employment Status Codes will be included: 11, 12, 13, 23, 25 or 26.
- o The Staff Profile and Staff Assignment Association file will be joined based on the School year, the teachers EDID, the sped assignment flag = 1, the district (or Admin Unit), and records being error free.

2. Criteria for Special Education **STUDENT** December Count snapshot.
   - o Date of Entry to Special Education is December 1st or prior to December 1st of the reporting school year OR Parentally Placed in Private School is 02. A record with a Date of Exit from Special Education prior to December 1st would not be included in the December Count.
   - o Data from the Student Enrollment Interchange will be based on the default tagging.
   - o Pull all error-free records from the Student Participation file and match them with records in the Student Profile interchange (Student Demographic file and School Association file). The Student Profile Interchange is the authoritative source for (SASID, LASID, Student's First Name, Student's Middle Name, Student's Last Name, Student's Gender, Student Date of birth, Student's Ethnicity, Student Race American Indian, Student Race Asian, Student Race Black, Student Race White, Student's Race Native Hawaiian or Other Pacific Islander, Grade level).
   - o The Special Education Child file, the Special Education Participation file and the Student Profile file will be joined based on the following criteria: SASID, LASID, school year, district (or Admin Unit), and error free records.
   - o If the student is not part of a district then these fields will be pulled from the Special Education Child file.
   - o All additional fields will be pulled from the Special Education Student Participation file, except for federal race student and the ELL status, which are calculated.

Note: The primary key for the Special Education December Count Snapshot aligns with the primary key for the IEP Interchange, Student Interchange, and Staff Interchange.

STAFF						
Name of Field	**Field Length**	**Source Interchange**	**Source File**			**Remarks**
Admin Unit/SOP Code	5	Staff Profile & Assignments Interchange	Staff Profile			Required
Social Security Number	9	Staff Profile & Assignments Interchange	Staff Profile			Required

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STAFF						
Name of Field	**Field Length**	**Source Interchange**	**Source File**			**Remarks**
EDID	8	Staff Profile & Assignments Interchange	Staff Profile			Required Will be validated against EDIS at the time of submission using four locator fields: last name, first name, date of birth, and EDID
School District/BOCES Code	4	Staff Profile & Assignments Interchange	Staff Profile			Required Must be the 4-digit code representing the district or BOCES that hired the employee and issues the paycheck.
Staff's First Name	30	Staff Profile & Assignments Interchange	Staff Profile			Required May only contain characters A-Z, blanks, apostrophes, hyphens and slashes May only contain one space between name parts Will be validated against EDIS at the time of submission using four locator fields: last name, first name, date of birth, and EDID

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STAFF						
Name of Field	**Field Length**	**Source Interchange**	**Source File**			**Remarks**
Staff's Last Name	30	Staff Profile & Assignments Interchange	Staff Profile			Required May only contain characters A-Z, blanks, apostrophes, hyphens and slashes May contain one space between name parts Will be validated against EDIS at the time of submission using four locator fields: last name, first name, date of birth, and EDID
Staff's Gender	2	Staff Profile & Assignments Interchange	Staff Profile			Required Will be validated against EDIS at the time of submission using four locator fields: last name, first name, date of birth, and EDID
Staff's Date of Birth	8	Staff Profile & Assignments Interchange	Staff Profile			Required Must be a valid date in MMDDYYYY format Must be prior to December 1 2013 Will be validated against EDIS at the time of submission using four locator fields: last name, first name, date of birth, and EDID

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	STAFF					
Name of Field	**Field Length**	**Source Interchange**	**Source File**			**Remarks**
Staff's Ethnicity: Hispanic or Latino	1	Staff Profile & Assignments Interchange	Staff Profile			Required
Staff's Race: American Indian or Alaska Native	1	Staff Profile & Assignments Interchange	Staff Profile			Required
Staff's Race: Asian	1	Staff Profile & Assignments Interchange	Staff Profile			Required
Staff's Race: Black or African American	1	Staff Profile & Assignments Interchange	Staff Profile			Required
Staff's Race: White	1	Staff Profile & Assignments Interchange	Staff Profile			Required
Staff's Race: Native Hawaiian or Other Pacific Islander	1	Staff Profile & Assignments Interchange	Staff Profile			Required
FEDERAL_RACE_STAFF	2	Internal Flag				Calculated value based on Ethnicity and Race
Beginning (start) Date at School District	8	Staff Profile & Assignments Interchange	Staff Profile			Required Must be a valid date in MMDDYYYY format Must be on or before December 1 of the current reporting year (if individual has been rehired – use most current hire date).
Years of Prior Pre/K-12 Teaching Experience In-State	2	Staff Profile & Assignments Interchange	Staff Profile			Required for Job Classification Code 202

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STAFF						
Name of Field	**Field Length**	**Source Interchange**	**Source File**			**Remarks**
~~Years of Prior Pre/K-12 Teaching Experience Out-of-State~~	~~2~~	~~Staff Profile & Assignments Interchange~~	~~Staff Profile~~			~~Required if JCC is in the 100 or 200 range and then must be less than or equal to Years of Prior Pre/K-12 Education Experience Out-of-State~~
Years of Prior Pre/K-12 Education Experience ~~In-State~~	2	Staff Profile & Assignments Interchange	Staff Profile			Required for Job Classification Code 202
~~Years of Prior Pre/K-12 Education Experience Out-of-State~~	~~2~~	~~Staff Profile & Assignments Interchange~~	~~Staff Profile~~			~~Required if JCC is in the 100 to 200 range and then must be greater than or equal to Years of Prior Pre/K-12 Teaching Experience Out-of-State and Years Education Experience In-State plus Years Education Experience Out-of-State must be less than or equal to current age minus 16~~
Teacher Probationary Status	2	Staff Profile & Assignments Interchange	Staff Profile			Required for JCC 202 Updated definition see Staff Profile File Layouts and Definitions http://www.cde.state.co.us/datapipeline/2016-17_staff_profile_file_layout

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STAFF						
Name of Field	**Field Length**	**Source Interchange**	**Source File**			**Remarks**
Highest Level of Education Completed	2	Staff Profile & Assignments Interchange	Staff Profile			Required if JCC is in the 100 or 200 range or JCC is 416 and then must be a valid Level of Education Code If JCC is in the 100 or 200 range then Highest Level of Education must be 16-20 Not required if JCC is in the 300, 400 (except 416), 500 or 600 Must be 16 or above if Subject Area of Degree is not zero-filled 2100
Institution Code of Degree	4	Staff Profile & Assignments Interchange	Staff Profile			Required for Admin Units if JCC or 100 or 200 range Must be a valid Colorado Institution Code if institution attended was a Colorado Institution or higher education.
State Code of Degree	2	Staff Profile & Assignments Interchange	Staff Profile			Required for Admin Units if JCC or 100 or 200 range. Must be a valid State Code if Institution attended was outside of Colorado.
Passed Paraprofessional Test	1	Staff Profile & Assignments Interchange	Staff Profile			Can be zero-filled for contracted staff

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STAFF						
Name of Field	**Field Length**	**Source Interchange**	**Source File**			**Remarks**
Teacher/Specialized Service Professional (SSP) Overall Performance Evaluation Rating	2	Staff Profile & Assignments Interchange	Staff Profile			Required for JCC 201 and 202
Subject Area of Degree 1	4	Staff Profile & Assignments Interchange	Staff Profile			Required for teachers teaching 7th grade or higher
Subject Area of Degree 2	4	Staff Profile & Assignments Interchange	Staff Profile			
Subject Area of Degree 3	4	Staff Profile & Assignments Interchange	Staff Profile			
~~Subject Area of Degree 4~~	~~4~~	~~Staff Profile & Assignments Interchange~~	~~Staff Profile~~			
~~Subject Area of Degree 5~~	~~4~~	~~Staff Profile & Assignments Interchange~~	~~Staff Profile~~			
Staff's District of Residence	4	Staff Profile & Assignments Interchange	Staff Profile			Required – may be zero-filled
Teacher/Specialized Service Professional (SSP) Quality Standard 1: Knowledge of Content/Professional Expertise	2	Staff Profile & Assignments Interchange	Staff Profile			Required
Teacher/Specialized Service Professional (SSP) Quality Standard 2: Establish Environment/Learning Environment	2	Staff Profile & Assignments Interchange	Staff Profile			Required
Teacher/Specialized Service Professional (SSP) Quality Standard 3: Facilitate Learning/High Quality Delivery	2	Staff Profile & Assignments Interchange	Staff Profile			Required
Teacher/Specialized Service Professional (SSP) Quality Standard 4: Reflect on Practice/Reflection	2	Staff Profile & Assignments Interchange	Staff Profile			Required
Teacher/Specialized Service Professional (SSP) Quality Standard 5: Demonstrate Leadership/Leadership	2	Staff Profile & Assignments Interchange	Staff Profile			Required

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			STAFF			
Name of Field	**Field Length**	**Source Interchange**	**Source File**			**Remarks**
Teacher/Specialized Service Professional (SSP) Quality Standard 6: Measures of Student Learning/Student Outcomes	2	Staff Profile & Assignments Interchange	Staff Profile			Required
School Code	4	Staff Profile & Assignments Interchange	Staff Assignment Association File			Must represent a school within the Admin Unit submitting the data There should be at least one record indicating an individual with district wide responsibility (JCC 102). SOPs to report school code when available. Use 1924 for CSDB. Teachers are to be assigned to specific School Buildings and not to School Building Code 9980. Use 1924 for CSDB.
Special Education Staff Program Code	4	Staff Profile & Assignments Interchange	Staff Assignment Association File			Must be a valid code
Job Classification Code	3	Staff Profile & Assignments Interchange	Staff Assignment Association File			Required

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STAFF						
Name of Field	**Field Length**	**Source Interchange**	**Source File**			**Remarks**
Employment Status Code	2	Staff Profile & Assignments Interchange	Staff Assignment Association File			Required If JCC 202 then Teaching Subject Area code must be within the following series: 0200, 0500, 0600, 0800, 0900, 1000,m 1100, 1200, 1300, 1500, 1700, 0010, 0070 or 0015 If JCC is 202 or 138 EDID must be reported on the Student files as either Primary or Secondary Provider unless Admin/Instructional Area Code is 0037 If JCC is 416 then Teaching Subject Area must be in the 1700 series
Number of Contract Days	3	Staff Profile & Assignments Interchange	Staff Assignment Association File			Required Must be greater than 0 and less than or equal to 280
Hours Worked per Day	4	Staff Profile & Assignments Interchange	Staff Assignment Association File			Required The sum of the Hours Worked per day for each employee must be greater than or equal to 0.5 and less than or equal to 10

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STAFF						
Name of Field	**Field Length**	**Source Interchange**	**Source File**			**Remarks**
Base Salary or Wage	6	Staff Profile & Assignments Interchange	Staff Assignment Association File			Required if Hourly Rate of Pay is zero-filled Must be greater than 0 and less than or equal to 250000
Teaching Subject Area	4	Staff Profile & Assignments Interchange	Staff Assignment Association File			Required if JCC is 202 or 416 If code is 0070, JCC must be 202 If code is 0015, JCC must be 202 and grade levels cannot be PK-5 and 9-12 If code is 0010, grade levels cannot be Infant, PreK, or 9th-12th
Hourly Rate of Pay	5	Staff Profile & Assignments Interchange	Staff Assignment Association File			Required if Base Salary or Wage is zero-filled Must be greater than or equal to 7.36 and less than or equal to 200.00 Must be zero-filled if Base Salary or Wage is greater than zero

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STAFF						
Name of Field	**Field Length**	**Source Interchange**	**Source File**			**Remarks**
Administration/Instructional Area	4	Staff Profile & Assignments Interchange	Staff Assignment Association File			Required if JCC is in the 100 or 200 range. If code is 0037 then Teaching Subject Area must be 0200, 0800, 0900, 1000, or 1200. If code is 0032 then JCC must be 202. If code is 0033, then grade levels cannot be Infant-7th. If code is 0034 then grade levels cannot be PreK-12th. If code is 0035 then grade levels cannot be Infant or K-12th. Must be 0035 if JCC is in the 100 or 200 series and grade level is PK.
Grant/Project Funding Source	4	Staff Profile & Assignments Interchange	Staff Assignment Association File			Required Must be a valid Grant/Project Funding Source Code for ALL Special Education Staff
Grade Level - Infant	1	Staff Profile & Assignments Interchange	Staff Assignment Association File			Required

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STAFF						
Name of Field	Field Length	Source Interchange	Source File			Remarks
Grade Level - PreK	1	Staff Profile & Assignments Interchange	Staff Assignment Association File			Required
Grade Level - K	1	Staff Profile & Assignments Interchange	Staff Assignment Association File			Required
Grade Level - 1st	1	Staff Profile & Assignments Interchange	Staff Assignment Association File			Required
Grade Level - 2nd	1	Staff Profile & Assignments Interchange	Staff Assignment Association File			Required
Grade Level - 3rd	1	Staff Profile & Assignments Interchange	Staff Assignment Association File			Required
Grade Level - 4th	1	Staff Profile & Assignments Interchange	Staff Assignment Association File			Required
Grade Level - 5th	1	Staff Profile & Assignments Interchange	Staff Assignment Association File			Required

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STAFF						
Name of Field	**Field Length**	**Source Interchange**	**Source File**			**Remarks**
Grade Level - 6th	1	Staff Profile & Assignments Interchange	Staff Assignment Association File			Required
Grade Level - 7th	1	Staff Profile & Assignments Interchange	Staff Assignment Association File			Required
Grade Level - 8th	1	Staff Profile & Assignments Interchange	Staff Assignment Association File			Required
Grade Level - 9th	1	Staff Profile & Assignments Interchange	Staff Assignment Association File			Required
Grade Level - 10th	1	Staff Profile & Assignments Interchange	Staff Assignment Association File			Required
Grade Level - 11th	1	Staff Profile & Assignments Interchange	Staff Assignment Association File			Required
Grade Level - 12th	1	Staff Profile & Assignments Interchange	Staff Assignment Association File			Required

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STAFF						
Name of Field	Field Length	Source Interchange	Source File			Remarks
~~Passed Colorado State Board of Education Approved Elementary Or Early Childhood Core Content Test~~	~~1~~	~~Staff Profile & Assignments Interchange~~	~~Staff Assignment Association File~~			~~yes – 1 or no -0~~
~~24 Semester Hours of Content Coursework in Teaching Area~~	~~1~~	~~Staff Profile & Assignments Interchange~~	~~Staff Assignment Association File~~			~~yes – 1 or no -0~~
~~Passed Colorado State Board of Education Approved Secondary Core Content Test~~	~~1~~	~~Staff Profile & Assignments Interchange~~	~~Staff Assignment Association File~~			~~yes – 1 or no -0~~
Number of Classes Taught in Subject	2	Staff Profile & Assignments Interchange	Staff Assignment Association File			Required if JCC is 202, teaching 7th grade or higher with a Teaching Subject Area of 0200, 0500, 0600, 1100, 1200, 1300, 1500, 0010, 0015, or 0070
Active Colorado License Type	30	N/A	N/A			Pulled in from Licensure Database based on SSN
Demonstrates In-Field Status 1	2	Staff Profile & Assignments Interchange	Staff Assignment Association File			Required for All Teachers

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STAFF						
Name of Field	Field Length	Source Interchange	Source File			Remarks
<mark>Demonstrates In-Field Status 2</mark>	<mark>2</mark>	Staff Profile & Assignments Interchange	Staff Assignment Association File			<mark>Required for All Teachers</mark>

STUDENT						
Name of Field	File Length	Source Interchange File 1 (Date will be pulled from File 1 first)	Source File	Source Interchange File 2 (If data is not available in Source Interchange File 1 it will pull from Source Interchange File 2)	Source File	Remarks
Admin Unit/SOP Code	5	Special Education IEP	Student Special Education Participation			Required

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STUDENT						
Name of Field	**File Length**	**Source Interchange File 1 (Date will be pulled from File 1 first)**	**Source File**	**Source Interchange File 2 (If data is not available in Source Interchange File 1 it will pull from Source Interchange File 2)**	**Source File**	**Remarks**
Student's State ID (SASID)	10	Student Profile and Enrollments	Student Profile	Special Education IEP	Special Education Child	Must be a valid SASID. Will be validated against RITS at the time of submission using four locator fields: last name, first name, date of birth, and gender. Must be an unduplicated SASID within the submitting Admin Unit/SOP. Required if Parentally Placed in Private School is 00 or 01. Not required if Parentally Placed in a Private School is 02 If not required, must be zero-filled.
Local ID (LASID)	10	Student Profile and Enrollments	Student Profile	Special Education IEP	Special Education Child	Must be 10 digits (either valid LASID or Zero-filled)

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				STUDENT		
Name of Field	**File Length**	**Source Interchange File 1 (Date will be pulled from File 1 first)**	**Source File**	**Source Interchange File 2 (If data is not available in Source Interchange File 1 it will pull from Source Interchange File 2)**	**Source File**	**Remarks**
Student's First Name	30	Student Profile and Enrollments	Student Profile	Special Education IEP	Special Education Child	Required May only contain characters A-Z, blanks, apostrophes, hyphens and slashes May only contain one space between name parts

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STUDENT						
Name of Field	**File Length**	**Source Interchange File 1 (Date will be pulled from File 1 first)**	**Source File**	**Source Interchange File 2 (If data is not available in Source Interchange File 1 it will pull from Source Interchange File 2)**	**Source File**	**Remarks**
Student's Middle Name	30	Student Profile and Enrollments	Student Profile	Special Education IEP	Special Education Child	Required May only contain characters A-Z, blanks, apostrophes, hyphens and slashes May only contain one space between name parts Use NMN (no middle name) for students whose parents <u>did</u> <u>not</u> give their child a middle name (there is no legal middle name for the student)

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				Source Interchange File 2 (If data is not available in Source Interchange File 1 it will pull from Source Interchange File 2)		
STUDENT						
Name of Field	**File Length**	**Source Interchange File 1 (Date will be pulled from File 1 first)**	**Source File**		**Source File**	**Remarks**
Student's Last Name	30	Student Profile and Enrollments	Student Profile	Special Education IEP	Special Education Child	Required May only contain characters A-Z, blanks, apostrophes, hyphens and slashes May only contain one space between name parts
Student's Gender	2	Student Profile and Enrollments	Student Profile	Special Education IEP	Special Education Child	Required unless Parentally Placed in a Private School is 02 Must be a valid Gender Code Will be validated against RITS at the time of submission using four locator fields: last name, first name, date of birth, and SASID

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STUDENT						
Name of Field	File Length	Source Interchange File 1 (Date will be pulled from File 1 first)	Source File	Source Interchange File 2 (If data is not available in Source Interchange File 1 it will pull from Source Interchange File 2)	Source File	Remarks
Student's Date of Birth	8	Student Profile and Enrollments	Student Profile	Special Education IEP	Special Education Child	Required Must be a valid date in MMDDYYYY format Calculated age must be less than 22 as of December 1st of the current reporting year. Will be validated against RITS at the time of submission using four locator fields: last name, first name, SASID, and gender
Student's Ethnicity: Hispanic or Latino	1	Student Profile and Enrollments	Student Profile	Special Education IEP	Special Education Child	yes-1 or no-0
Student's Race: American Indian or Alaska Native	1	Student Profile and Enrollments	Student Profile	Special Education IEP	Special Education Child	yes-1 or no-0
Student's Race: Asian	1	Student Profile and Enrollments	Student Profile	Special Education IEP	Special Education Child	yes-1 or no-0

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				STUDENT		
Name of Field	**File Length**	**Source Interchange File 1 (Date will be pulled from File 1 first)**	**Source File**	**Source Interchange File 2 (If data is not available in Source Interchange File 1 it will pull from Source Interchange File 2)**	**Source File**	**Remarks**
Student's Race: Black or African American	1	Student Profile and Enrollments	Student Profile	Special Education IEP	Special Education Child	yes-1 or no-0
Student's Race: White	1	Student Profile and Enrollments	Student Profile	Special Education IEP	Special Education Child	yes-1 or no-0
Student's Race: Native Hawaiian or Other Pacific Islander	1	Student Profile and Enrollments	Student Profile	Special Education IEP	Special Education Child	yes-1 or no-0
FEDERAL_RACE_STUDENT	1	Calculated Field				Calculated value based on Ethnicity and Race

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		STUDENT				

Name of Field	File Length	Source Interchange File 1 (Date will be pulled from File 1 first)	Source File	Source Interchange File 2 (If data is not available in Source Interchange File 1 it will pull from Source Interchange File 2)	Source File	Remarks
Primary Disability	2	Special Education IEP	Student Special Education Participation			Required Must be a valid Disability Code If Primary Disability is "11 – Developmental Delay", calculated age must be >=3 and <9 as of December 1st of the current reporting year. If Primary Disability is "12 – Infant/Toddler with a Disability", then calculated age must be >0 and < 3 as of December 1st of the current reporting year.

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				STUDENT			
Name of Field	**File Length**	**Source Interchange File 1 (Date will be pulled from File 1 first)**	**Source File**	**Source Interchange File 2 (If data is not available in Source Interchange File 1 it will pull from Source Interchange File 2)**	**Source File**	**Remarks**	
School Code/Eligible Facility/Detention Code	4	Special Education IEP	Special Education Participation			A unique code assigned to a school building. Refer to School building Code Table at http://www.cde.state.co.us/datapipeline/org_orgcodes. All records should have a valid school code or program code reported.	
Special Education Student Program Code	4	Special Education IEP	Student Special Education Participation			A unique code assigned to Special Education Programs. Refer to the Program Code list http://www.cde.state.co.us/datapipeline/org_orgcodes. All records should have a valid school code or program code reported.	

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				STUDENT			

Name of Field	File Length	Source Interchange File 1 (Date will be pulled from File 1 first)	Source File	Source Interchange File 2 (If data is not available in Source Interchange File 1 it will pull from Source Interchange File 2)	Source File	Remarks
District of Attendance	4	Special Education IEP	Student Special Education Participation			Required if PAI Code is 01, 02, 03, 04, 05, 08, 11, 12, 14, 15, 16, 17, 23, 24, 28, 29 or 31 If required, must be a valid school district or state code representing the district or state of attendance for each student Must be a state code if PAI Code is 28 or 29 Must be zero-filled if PAI Code is 19, 22, 27, 30 or 32

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STUDENT						
Name of Field	**File Length**	**Source Interchange File 1 (Date will be pulled from File 1 first)**	**Source File**	**Source Interchange File 2 (If data is not available in Source Interchange File 1 it will pull from Source Interchange File 2)**	**Source File**	**Remarks**
State of Parent's Residence for Non-Residence Students	2	Special Education IEP	Student Special Education Child			Allowed only if District of Residence is zero-filled and PAI Code is 04 Must be zero-filled if District of Residence is not zero-filled
District of Parent's Residence for Non-Resident Students	4	Special Education IEP	Student Special Education Child			District of Parent's Residence for Non-Resident Students
Grade Level	3	Student Profile and Enrollments	Student School Association	Special Education IEP	Special Education Participation	Must be valid Grade Code within the school reported.
Pupil's Attendance Information	2	Special Education IEP	Special Education Participation			See PAI Guidance for appropriate coding. http://www.cde.state.co.us/datapipeline/decembercountpaicodes

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		STUDENT				
Name of Field	**File Length**	**Source Interchange File 1 (Date will be pulled from File 1 first)**	**Source File**	**Source Interchange File 2 (If data is not available in Source Interchange File 1 it will pull from Source Interchange File 2)**	**Source File**	**Remarks**
State of Attendance	2	Special Education IEP	Special Education Participation			Report State Code of Attendance for the student if attending an out-of-state school. Otherwise zero-fill.
Student's District of Residence	4	Special Education IEP	Special Education Child			Must be a valid school district code representing the student's school district of residence Cannot be a BOCES code
ELL Status	1	Calculated Field				If Language Proficiency in ('1','2','6','7') AND <School Year> = <Current School Year> AND DISTRICT_CODE = <District Creating Snapshot>)

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STUDENT						
Name of Field	**File Length**	**Source Interchange File 1 (Date will be pulled from File 1 first)**	**Source File**	**Source Interchange File 2 (If data is not available in Source Interchange File 1 it will pull from Source Interchange File 2)**	**Source File**	**Remarks**
Educational Orphan	2	Special Education IEP	Student Special Education Participation			Required unless Parentally Placed in Private School is 02 Must be reported by the Admin Unit where the Approved Residential facility is located.
Parentally Placed in a Private School	2	Special Education IEP	Student Special Education Participation			Required for Admin Units Must be zero-filled if SASID is not zero-filled and PAI Code is 01, 02, 03, 04, 05, 08, 11, 12, 19, 22, 23, 24, 27, 28, 29, 30, 31 or 32 Must be 01 if PAI Code is 14, 15, 16 or 17 Must be 02 if SASID is zero-filled Not required for SOPs

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STUDENT						
Name of Field	**File Length**	**Source Interchange File 1 (Date will be pulled from File 1 first)**	**Source File**	**Source Interchange File 2 (If data is not available in Source Interchange File 1 it will pull from Source Interchange File 2)**	**Source File**	**Remarks**
Special Education Funding Status	2	Special Education IEP	Student Special Education Participation			Required unless Parentally Placed in Private School is 02 Must be 54 if Parentally Placed in Private School is 01
Educational Environment	3	Special Education IEP	Student Special Education Participation			Required unless Parentally Placed in Private School is 02 http://www.cde.state.co.us/datapipeline/decembercounteducationalenvironments2015
Primary Service Provider's EDID	8	Special Education IEP	Student Special Education Participation			Required EDID must be a 202 or 238 who is the student's primary provider/service coordinator.

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				STUDENT			
Name of Field	**File Length**	**Source Interchange File 1 (Date will be pulled from File 1 first)**	**Source File**	**Source Interchange File 2 (If data is not available in Source Interchange File 1 it will pull from Source Interchange File 2)**	**Source File**	**Remarks**	
Secondary Service Provider's EDID 1	8	Special Education IEP	Student Special Education Participation			Required may be zero-filled if no secondary provider to report	
Secondary Service Provider's EDID 2	8	Special Education IEP	Student Special Education Participation			Required may be zero-filled if no secondary provider to report	
Secondary Service Provider's EDID 3	8	Special Education IEP	Student Special Education Participation			Required may be zero-filled if no secondary provider to report	
Secondary Service Provider's EDID 4	8	Special Education IEP	Student Special Education Participation			Required may be zero-filled if no secondary provider to report	

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Internal Flags

Internal flags are columns in the Special Education December Count snapshot that are derived based on other values. These fields are not updatable or viewable by the LEAs and are used to simplify edit checks and the pulling of statistics.

STAFF

Active Colorado License Type: Active license pulled based on SSN of record from the Colorado Licensing System

- **Interim Authorization**
- **Initial**
- **Professional**
- **Alternative**
- **5 Year Sub**
- **Charter Waiver**
- **TEE – Pathway 1**
- **No approved license type found**

STUDENT

ELL_YN

0	No
1	Yes

If Language Background <> 'eng' AND (BILINGUAL in ('01','02','03','05') OR ESL_STATUS in ('01','02','03','05')) AND <School Year> = <Current School Year> AND DISTRICT_CODE = <District Creating Snapshot>)

If Language Proficiency in ('1','2','6','7') AND <School Year> = <Current School Year> AND DISTRICT_CODE = <District Creating Snapshot>)

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FEDERAL_RACE_STUDENT

Federal Race/Ethnicity Reporting Category - the single category used to classify the student or staff member in aggregated federal or state reporting such as pupil counts, graduation rates, and assessment results. This designation is based on the race and ethnicity information provided to the reporting district by the student (or his or her parent/guardian) or staff member.	
01	American Indian or Alaska Native
02	Asian
03	Black or African American
04	Hispanic or Latino
05	White
06	Native Hawaiian or Other Pacific Islander
07	Two or More Races

- Default to '00'
- If ETHNICITY_STUDENT = '1' then set STUDENT_FEDERAL_RACE = '04'
- If ETHNICITY_STUDENT = '0' then set STUDENT_FEDERAL_RACE = '07' where more than one of the following fields = '1'
  - RACE_INDIAN_STUDENT
  - RACE_ASIAN_STUDENT
  - RACE_BLACK_STUDENT
  - RACE_WHITE_STUDENT
  - RACE_HAWAIIAN_STUDENT
- If ETHNICITY_STUDENT = '0' and only one of the following fields = '1', use the below logic to set STUDENT_FEDERAL_RACE
  - If RACE_INDIAN_STUDENT = '1' then STUDENT_FEDERAL_RACE = '01'
  - If RACE_ASIAN_STUDENT = '1' then STUDENT_FEDERAL_RACE = '02'
  - If RACE_BLACK_STUDENT = '1' then STUDENT_FEDERAL_RACE = '03'
  - If RACE_WHITE_STUDENT = '1' then STUDENT_FEDERAL_RACE = '05'
  - If RACE_HAWAIIAN_STUDENT = '1' then STUDENT_FEDERAL_RACE = '06'

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2016-2017 Document Changes				
Date	**Interchange File Affected**	**Description of change**	**Reason for change**	**Elements affected**
STAFF				
04/01/2017	Staff Profile	Removed field "Years of Prior PreK-12 Teaching Experience Out of State" from file layout	Data is not needed at this level	Years of Prior PreK-12 Teaching Experience Out of State
04/01/2017	Staff Profile	Removed field "Years of Prior PreK-12 Education Experience Out of State" from file layout	Data is not needed at this level	Years of Prior PreK-12 Education Experience Out of State
04/01/2017	Staff Profile	Updated "Years of Prior PreK-12 Teaching Experience In State" to include Teaching Experience In State AND Out of State. Field Name is now "Years of Prior PreK-12 Teaching Experience"	Fields are not required to be reported by in state vs. out of state	Teaching Experience In State Teaching Experience Out of Staff
04/01/2017	Staff Profile	Updated "Years of Prior PreK-12 Education Experience In State" to include Education Experience In State AND Out of State. Field Name is now "Years of Prior PreK-12 Education Experience"	Fields are not required to be reported by in state vs. out of state	Education Experience In State Education Experience Out of State
04/01/2017	Staff Profile	Removed fields "Subject Area of Degree 4" and "Subject Area of Degree 5" from file layout	Fields are not reported/utilized by LEAs	Subject Area of Degree 4 and 5
04/01/2017	Staff Assignment	Removed field "Passed Colorado State Board of Education Approved Elementary Or Early Childhood Core Content Test"	Confusion around field in prior years. Combined into new field for clarification.	Passed Colorado State Board of Education Approved Elementary Or Early Childhood Core Content Test*

2017-2018 Special Education December Count

2016-2017 Document Changes				
Date	**Interchange File Affected**	**Description of change**	**Reason for change**	**Elements affected**
STAFF				
04/01/2017	Staff Assignment	Removed field "24 Semester Hours of Secondary Core Content Coursework"	Confusion around field in prior years. Combined into new field for clarification.	24 Semester Hours of Secondary Core Content Coursework*
04/01/2017	Staff Assignment	Removed field "Passed Colorado State Board of Education Approved Secondary Core Content Test In Teaching Area"	Confusion around field in prior years. Combined into new field for clarification.	Passed Colorado State Board of Education Approved Secondary Core Content Test in Teaching Area*
04/01/2017	Staff Assignment	Added field: "Demonstrates In-Field Status" - Provide the method for demonstrating in-field status in the teaching subject area. This field is required and cannot be 00 for all teachers	Combined other elements to simplify reporting to meet current requirements.	Demonstrates In-Field Status 1
04/01/2017	Staff Assignment	Added field "Demonstrates In-Field Status 2" - Provide the second method for demonstrating in-field status if applicable for the teaching subject area. This field is required for all teachers.	Combined other elements to simplify reporting to meet current requirements.	Demonstrates In-Field Status 2
05/08/2017	Staff Assignment	Added code 06 to "Demonstrates In-Field Status 1"	Assist LEAs and teachers with transition from previous NCLB requirements to ESSA requirements.	Demonstrates In-Field Status 1
05/08/2017	Staff Assignment	Added code 16 to "Demonstrates In-Field Status 2"	Assist LEAs and teachers with transition from previous NCLB requirements to ESSA requirements	Demonstrates In-Field Status 2

2017-2018 Special Education December Count

Date	Interchange File Affected	Description of change	Reason for change	Elements affected
		STUDENT		
04/01/2017		ELL Status Calculation: If Language Proficiency in ('1','2','6','7') AND <School Year> = <Current School Year> AND DISTRICT_CODE = <District Creating Snapshot>)		