

# Certification for Ed-Fi Only Reporting Region 4 Business Conference

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### Agenda

- Comparison Report
- MARSS WES Edits when do we run them?
- What MARSS local reports to compare between MARSS A/B and MARSS Ed-Fi?
  - Fall
  - End of Year
- MDE Timelines
- MDE Verification
- Uploading files to MDE
- Certification Document

#### **Comparison Report**

Run a Comparison Report at least every MARSS submission deadline, also sync Ed-Fi data

The more you work on the "issues/discrepancies" each submission the less errors you will have when verifying your MARSS-Ed-Fi data to your MARSS A/B data.

#### MARSS Timelines

MARSS timelines will not be different than they are now.

Districts/charter schools are expected to meet all MARSS timelines.

Timelines are posted to the MDE website at: <u>Timelines (mn.gov)</u>

Timelines for FY 2023-24 have been posted.

Currently working on getting the Timelines for 2024-25 approved for posting.

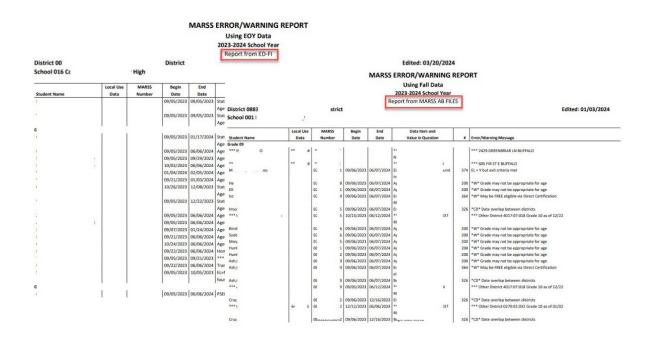
# Running the MARSS WES Edit When Running both MARSS A/B Files and MARSS Ed-Fi Data

- The MARSS WES can be run at anytime using the MARSS A/B files and the MARSS Ed-Fi synced data
- Repeat process until your ready to upload the MARSS A/B files

#### Steps

- 1. Anytime you sync your Ed-Fi data you should create new A/B files so your Ed-Fi comparison report will be up to date. And anytime you create new A/B files you should sync your Ed-Fi data.
- Sync Ed-Fi
- 3. Run the MARSS A/B files through the MARSS WES upload data to MDE
- 4. Verify comparison report
- 5. Make corrections as needed
- 6. Compare local MARSS WES reports from Ed-Fi edit to the A/B edit local reports in MARSS.
- 7. In order to compare your A/B local reports and Ed-Fi local reports. Run your synced Ed-Fi data first. Print or PDF the local reports you want to verify. Refer to slide 8 and 9 for a list of reports we suggest you verify.
- 8. Run your A/B files through the MARSS WES, print or PDF the same local reports as you did for the Ed-Fi data.
- 9. Local reports in the data secure system will have the data source in the title area. Local reports in the MARSS WES will not have the data source, you would want to name these reports to reflect A/B or Ed-Fi reports.

## Running the MARSS WES Edit When Running both MARSS A/B Files and MARSS Ed-Fi Data



Local reports in the data secure system will have the data source in the title area. Local reports in the MARSS WES will not have the data source, you would want to name these reports to reflect A/B or Ed-Fi reports.

You should no longer be viewing the MARSS local report MARSS\_08 from the MARSS WES. You should now be pulling this report from the data center MARSS local reports.

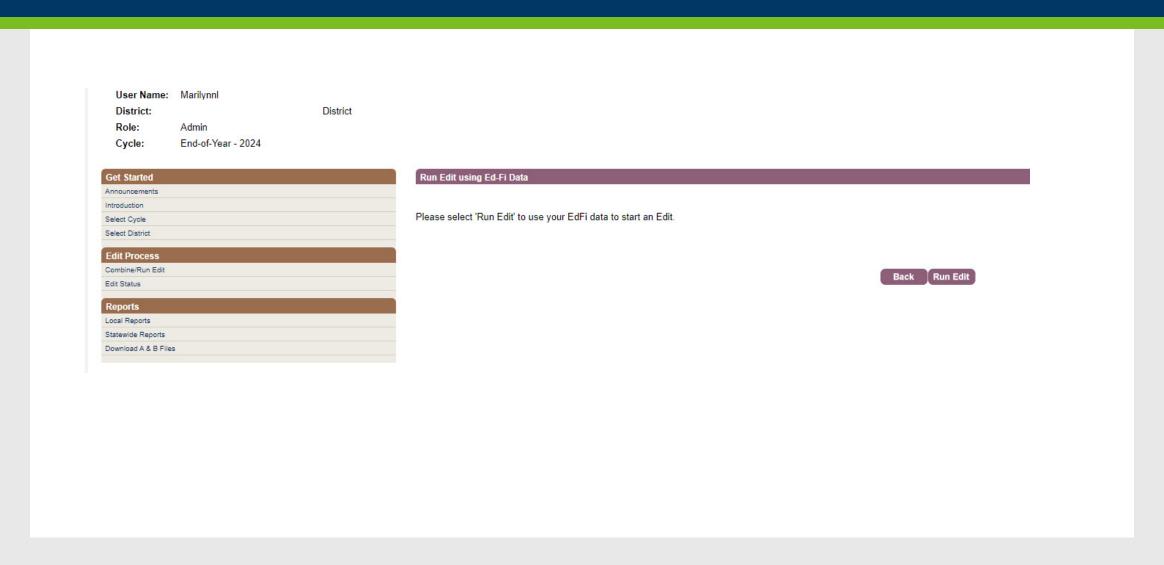
# Running the MARSS WES Edit When Running both MARSS A/B Files and MARSS Ed-Fi Data-1

- During dual submission you will only upload the MARSS A/B files.
- Do not upload MARSS Ed-Fi data unless you have certified to submit via Ed-Fi only.
- Once you become Ed-Fi Only:
  - Sync your Ed-Fi data
  - Run the Ed-Fi data through the MARSS WES
  - If you have errors you will need to fix the data in your SIS and sync the Ed-Fi data again and run it through the MARSS WES.
  - If error free click on the Upload button to send files to MDE for funding purposes.
  - If you don't run the Ed-Fi data through the MARSS WES you will not be able to upload the data for funding purposes.

# Running the MARSS WES Edit When Running both MARSS A/B Files and MARSS Ed-Fi Data-1

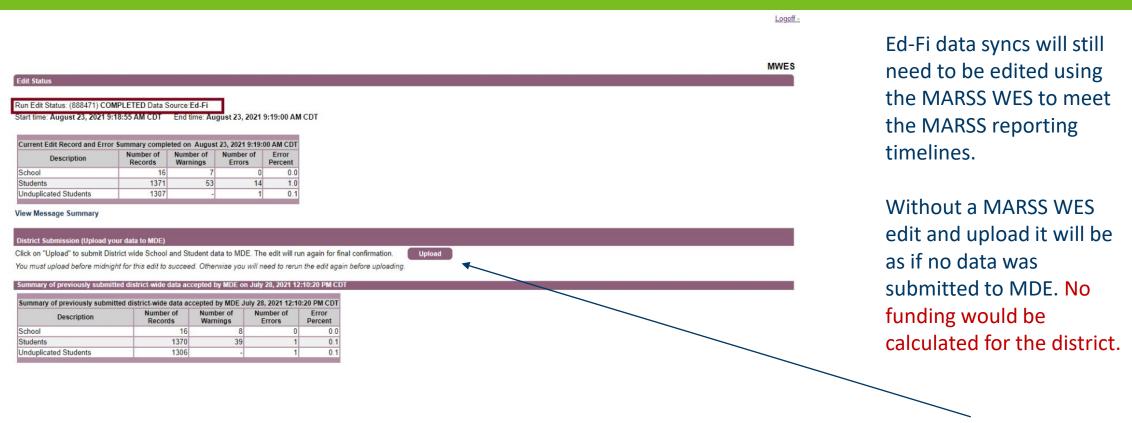


# Running the MARSS WES Edit When Running both MARSS A/B Files and MARSS Ed-Fi Data-1





#### MARSS WES Ed-FI Only



Even though districts and charters can sync their data via Ed-Fi from the SIS daily, the "upload" option is what flags MDE school finance as the data being 'ready to be used for finance purposes'.

## Local Reports to Compare Between MARSS A/B and MARSS Ed-Fi Data for FALL

#### Fall Reports

- MARSS 01 Fall Enrolment Secure Data Center
- MARSS 02 Child Count Secure Data Center
- MARSS 03 Non-Resident Secure Data Center
- MARSS-07 Summary for Special Education Secure Data Center
- MARSS\_08 Local Error Report Secure Data Center
- MARSS\_12 Compensatory Revenue Secure Data Center
- MARSS 17 Individual Student Record Secure Data Center
- MARSS 19 Tuition Billing Report in Secure Data Center
- MARSS\_22 Calendar Title I Data Secure Data Center
- MARSS\_23 Special Education December 1 count MARSS WES
- MARSS 24 All Students MARSS WES
- MARSS\_66 American Indian Roster MARSS WES

#### Option Reports to Compare

- MARSS 04 Summary by Status End Code Report in Secure Data Center
- MARSS\_06 Summary by State Aid Category Report in Secure Data Center
- MARSS\_09 Summary by Home Primary Language Report in Secure Data Center
- MARSS\_10 Summary by Last location of Attendance Report in Secure Data Center
- MARSS\_15 District ADM by Served by District MARSS WES
- MARSS\_15 District ADM by Served by School MARSS WES

## Local Reports to Compare Between MARSS A/B and MARSS Ed-Fi Data for End of Year

#### End of Year Reports

- MARSS\_03 Non-Resident Secure Data Center
- MARSS-07 Summary for Special Education Secure Data Center
- MARSS\_08 Local Error Report Secure Data Center
- MARSS\_11 List of Graduates MARSS\_18 Title I School Data MARSS WES
- MARSS 13 PSEO Students MARSS 18 Title I School Data MARSS WES
- MARSS\_15 District ADM by Served by District MARSS WES
- MARSS\_15 District ADM by Served by School MARSS WES
- MARSS 17 Individual Student Record Secure Data Center

- MARSS\_18 Title I School Data MARSS WES
- MARSS 19 Tuition Billing MARSS 18 Title I School Data
- MARSS\_20 Transportation Totals District and School
- MARSS\_22 Calendar Title I Data District and School
- MARSS\_23 All Special Education Students MARSS WES
- MARSS\_24 All Students MARSS WES
- MARSS\_50 Opt Out MARSS WES
- MARSS\_51 Homeless Federal Count MARSS WES

#### **Optional Reports to Compare**

MARSS 04 – Summary by Status End Code – Secure Data Center

MARSS 06 – Summary by State Aid Category – Secure Data Center

MARSS\_09 - Summary by Home Primary Language - Secure Data Center

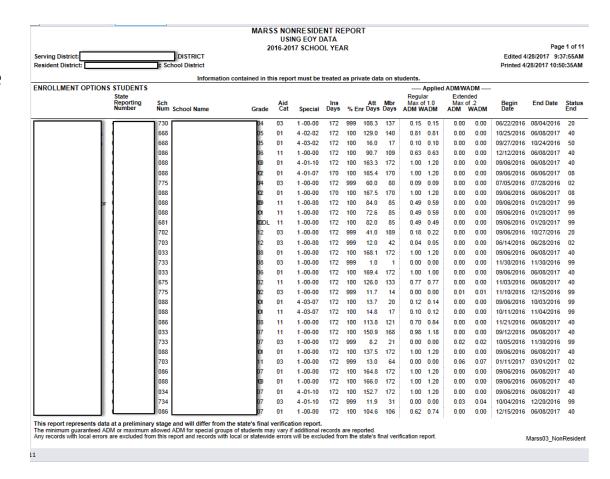
MARSS\_10 – Summary by Last location of Attendance – Secure Data Center

### Several Examples of the MARSS Reports

- These are not all of the reports we suggest to verify refer to prior screens 8 and 9 for a full list of reports.
  - MARSS\_03 Local Non-Resident Report
  - MARSS\_07 Special Education Summary
  - MARSS\_08 Local Error Report
  - MARSS\_11 List of Graduates

### Local Non-Resident Student Report

- List of all nonresident students reported.
- Students with multiple enrollment records will have multiple records on this report.
- Categories include:
  - Enrollment Option Students (SAC 01, 03, 04, 11, 51)
  - Tuition Students (SAC 03, 05, 19, 27)
  - Ineligible Nonresident Students (SAC 15, 20, 21)
  - Tribal Contract/Grant (SAC 34, 35)
  - Shared Time (SAC 16, 17, 18)
  - Private Contract (SAC 26)
  - Other State or Minnesota Nonpublic (14, 28, 52)
  - Other (SAC 41-45, 46)



#### MARSS 07 Special Education Summary

District :   02	SCHOOL DIST. USING EOY DATA 2018-2018 SCHOOL YEAR District Level of Detail									Page 1 of 1 Edited: 2/6/2019 8:10:12AM Printed: 2/7/2019 12:00:51PM										
MARSS DATA ITEMS AND VALUES	TOTAL MALE	TOTAL FEMALE	STUDENT TOTAL	EL NEED	EL PCP	% MINORITY	Am Indian Asian		an F	HIS	panic	м	lack F		White M F	Haw/P	Pac Isl F	Mul	ıltı F	
*** Evaluation Status Totals	739	657	1396	_		7.6%	- 1	2	11	10	14	19	16	11	681	609			16	- 6
1 Not Evaluated - No IEP	597	591	1188			6.8%		2	11	10	11	15	8	9	557	550			10	5
2 K-12 Evaluated - IEP not required - EC Eval	uated 6	5	11			9.1%									6	4				1
4 Has IEP/IFSP/IIIP - receiving service	140	48	188			13.3%	1				3	3	10	1	120	43			6	1
6 Has IIIP and other public agency services	1		1			0.0%									1					
7 IEP/IFSP/IIIP objectives met or terminated th	ıls year 2		2			0.0%									2					
8 Early Intervening Services	9	19	28			10.7%		1				1		1	9	16				
*** Instructional Setting Totals	140	48	188			13.3%	1				3	3	10	1	120	43			6	1
01 Outside of Regular Classroom 00-20%	105	35	140			12.9%	1				3	3	5	1	92	30			4	1
02 Resource Room 21-60%	11		11			27.3%							2		8				1	
03 Separate Classroom >=60%		1	1			0.0%										1				
31 Regular EC Program >= 10 Hrs	1		1			0.0%									1					
32 Regular EC Program >= 10 Hrs	11	9	20			0.0%									11	9				
33 Regular EC Program < 10 Hrs	2		2			0.0%									2					
34 Regular EC Program < 10 Hrs	11	4	15			6.7%							1		10	4				
41 Separate Class	6	2	8			37.5%							2		3	2			1	
*** Primary Disability Totals	140	48	188			13.3%	1				3	3	10	1	120	43			6	1
01 Speech/Language Impaired	25	7	32			15.6%					1		2		20	7			2	
02 DCD - Mild Moderate	6		6			0.0%									6					
03 DCD - Severe Profound	1		1			0.0%									1					
04 Physically Impaired	1		1			100.0%							1							
05 Deaf-Hard of Hearing	2	3	5			0.0%									2	3				
07 Specific Learning Disability	32	13	45			24.4%					1	2	3	1	25	9			3	1
08 Emotional Behavior Disorders	18	1	19			15.8%	1				1		1		15	1				
10 Other Health Disabilities	15	8	23			4.3%						1			15	7				
11 Autism Spectrum Disorders	16	1	17			0.0%									16	1				
12 Developmental Delay	29	15	44			9.1%							3		25	15			1	
14 Traumatic Brain Injury Disabled *** Other Information	1		1			0.0%									1					
54 504 Accommodation Plan	21	16	37			5.4%							1		19	16			1	

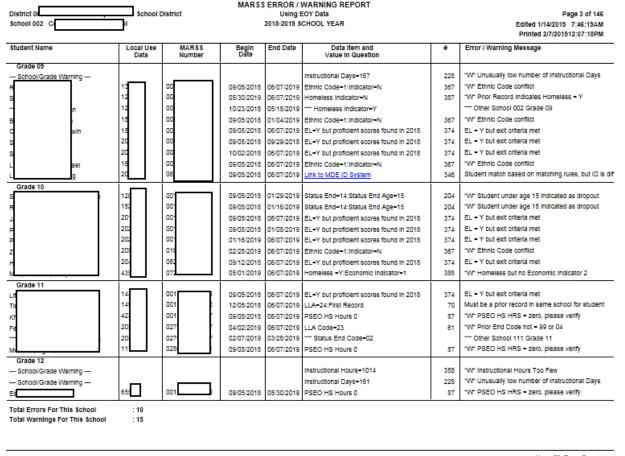
Retrieve by district level or school level.

- List of how many students were reported under the following categories:
  - Special Education Evaluation Status (SEES)
  - Instructional Setting
  - Primary Disability
- Includes all special education students, not just those enrolled over December 1.
- Use to verify counts of students for each SEES, Instructional Setting and Primary Disability.
- Each count is provided by gender, English learner (EL) status and race/ethnicity.
- Share with the special education director.

tudent records with local errors are excluded from this report as well as students with State Aid Categories 25\*26\*

Marss07\_Edit\_Summary\_Special\_Education

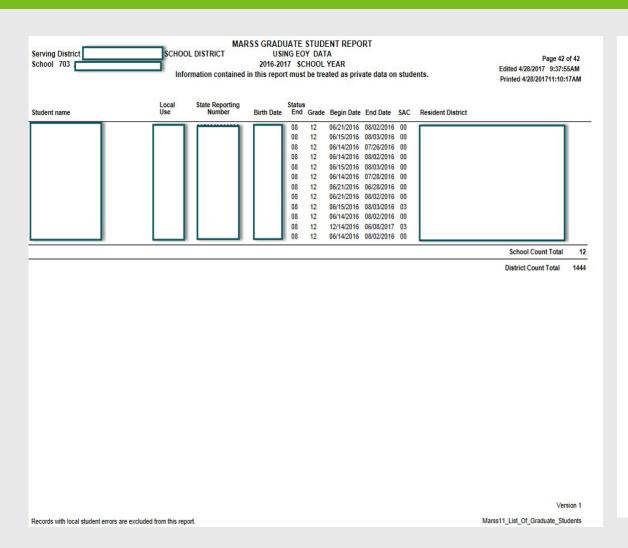
#### MARSS 08 Local Error Report



- List of all school and student records with errors and warnings detected.
- Review every time a new edit is run.
- Student enrollment records with local errors will be excluded from other reports as well as assessment files.
- Local errors are excluded from all statewide reports.
- Use to identify all of the error and warning messages.
- Refer to MARSS 21 for a list of all local and statewide error messages which include a longer description of each message and a list of potential data items to verify.

Marss08\_Error\_Report

#### MARSS 11 List of Graduate Students



- Graduates are reported with Status End code 08.
- Student can only be coded 08 once.
- School where student enrolled when graduation requirements were met reports Status End 08, which may not be the same school that issues the diploma.
- Verify those students that did not graduate and change to Status End 40 if enrolled on the last day of school.
- MARSS Reports
  - MARSS 11 Graduate Students (Local Report)
  - MARSS 39 Returning Graduates (Statewide Report)

#### **District Certification**

- Districts/charter schools must certify two system cycles concurrently in order to become Ed-Fi only
- Example:
  - You certify fall FY 2025 and end of year FY 2025 or
  - You certify End of year FY 2024 and Fall FY 2025
- You do not need to send a Certification Agreement for each submission cycle

Once you are certified for the two cycles send MDE the signed Certification of Agreement. MDE School Finance will change your district to Ed-Fi only reporting for the specific School Year and cycle that has been listed on the Certification of Agreement.

Once you change to Ed-Fi only you will no longer be able to run the A and B files through the MARSS WES.

MDE cannot certify your data. We don't have the student information to compare files. The district/charter school are responsible to make sure all student data is correct.



### Superintendent Certification Agreement

- Acknowledge:
- District/charter school and school-level data review
- Funding will come from Ed-Fi data
- District/charter school personnel are trained in and prepared for Ed-Fi submissions
- District/charter schools personnel are responsible for editing data
- Minnesota Automated Reporting Student System (MARSS) A/B file submission ends
- District/charter schools will be able to complete the prior A/B cycle

### **Certification Agreement**



#### **Ed-Fi Certification Agreement**

This form must be filled-out and signed by the district Superintendent or the charter school leader. Initial next to each statement. Please email the signed document to MARSS@state.mn.us.

	My staff and I have thoroughly reviewed our Ed-Fi data. We have compared it to our Minnesota Automated Reporting Student System (MARSS) A/B data and find the two data sources consistent, accurate, and complete. Any existing discrepancies can be explained and do not cause student counts used for funding to be in error.
	I understand and agree that the sole source of my district's/charter school's student counts previously submitted via MARSS A/B files and used for funding purposes will be Ed-Fi effective for the school year and cycle indicated below.
	My district/charter school and vendor are able to complete our final year of dual reporting by providing updated MARSS A/B files through the fall of the year in which we are discontinuing dual reporting. Any necessary corrections and/or additions to the MARSS A/B file will be made in the Student Information System (SIS) by the district/charter school.
	Staff are trained in using the district's/charter school's SIS software and are able to sync Ed-Fi data to Minnesota Department of Education (MDE).
	I understand and agree that, once transitioned to Ed-Fi reporting only, my district/charter school staff are responsible for editing the Ed-Fi data frequently using the MARSS Web Edit System (WES) edit. Ed-Fi data will be edited to meet the posted MARSS deadlines. Only Ed-Fi data that has been edited using the MARSS WES edit will be considered as submitted for purposes of the statewide MARSS edits and for funding purposes. Ed-Fi data that are synced to MDE but not edited using the MARSS WES edit will not be used for funding purposes.
	I understand that I will not be able to submit MARSS A/B files effective with the school year and cycle indicated below when my district/charter school transitions to Ed-Fi reporting only.
	Yes, I have verified my certified Fall School year data.
	Yes, I have verified my certified End-of-Year School year data.
	Yes, I certify that my district will submit MARSS data only via Ed-Fi effective with the School Year, for the (Fall or End-of-year) cycle.
Name	Date
District	Role
Cignotu	70

### Closing

### Questions

4/9/2024 21

#### Closing

**Email Addresses** 

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### Closing

### Thank you!

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