Converting JMC Discipline Data for WISEdata Reporting 2016-2017

The JMC Discipline module has gone through significant changes this summer in order to accommodate the change to WISEdata Discipline reporting. Since WISEdata Discipline uses the Ed-Fi resources to convey records to Wisconsin DPI, the discipline records must comply with Ed-Fi data structures.

To this end, there will most likely be some massaging of your JMC Discipline data in order for it to be reported correctly. This should be a one-time transitional situation for 2016-2017 reporting and should not be necessary in the future. For information about entering Discipline data in JMC for WISEdata Discipline purposes, please refer to Appendix D of the Discipline WI document which can be found at this link: http://jmcinc.com/uploads/files/NextGen_DisciplineWI.pdf

Specifically, if the discipline record is to be reported to the state via WISEdata Discipline it must meet the following criteria:
1. All expulsions regardless of duration should be submitted.
2. In-school suspensions and interim alternative setting placements (IAES setting disciplines should be submitted only for IDEA eligible students. These students must have an active student special education program association (sSEPA) which includes the discipline date.
3. Suspensions (in and out of school) and IAES removals should be submitted only when the student is removed for at least ½ of the regular school day.

Moreover, if the ISS, OSS, and expulsion records are to be reported via WISEdata Discipline they must use Ed-Fi Problem Behavior and Action codes. Due to the timing of this overhaul of the JMC Discipline module, it is unlikely that any of your ISS, OSS, or expulsion records would have used the Ed-Fi codes. Therefore, these ISS, OSS, and expulsion records will need to be "massaged" or "recoded".
You can run reports (Lists, Discipline Query) in JMC to determine the number of ISS, OSS, and expulsion records that you would need to recode. Typically this will be just a small number of records, perhaps between 5 & 20.

The fields required vary slightly based on the Problem Behavior and the number and types of Actions for each incident, but here is a list of the fields that are always required for a state-reportable record:

- Incident Date
- Incident Time
- Incident Number
- Problem Behavior
- Actions 1 and/or 2 (can have up to 2 actions per incident)
- Discipline Action Date 1 and/or 2 (also known as Removal Date)
- Removal Length 1 and/or 2
- Actual Removal Length 1 and/or 2

Note: the Incident Number is automatically assigned when the record is saved (updated) if the Problem Behavior and Action(s) are state-reportable.

How to know if a Problem Behavior or Action is 'State-Reportable".

There are essentially three sets of Problem Behaviors and Actions:

- User-defined
- New Predefined Ed-Fi   (denoted with *)
- Old Predefined PBIS   (denoted with ^)

The old predefined PBIS codes were first introduced when the last major overhaul of the JMC Discipline module took place approximately two years ago. This set will be aged out during 2016-2017 WISEdata Discipline reporting and will not be available at all beginning with the 2017-2018 version of the Discipline module. *Only records with the "New Predefined Ed-Fi" Problem Behaviors and Actions are state-reportable.* Other factors affecting whether a record is state-reportable are listed in items numbered 1-3 on the first page of this document.

The following is an example of a record that requires recoding.

In Figure 1 you will see the record prior to re-coding, and Figure 2 shows the record after recoding.

Incident Number not specified

Problem Behavior is not EdFi

Action is not EdFi

Discipline Action Date (Removal Date) not specified

Removal Length and Actual Removal Length not specified

Modified Term not appropriate for the Problem Behavior

Figure 1: OSS Discipline Record Before Recoding

Figure 2: OSS Record After Recoding