Minnesota Miscellaneous State Reporting Information

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Overview

- JMC is releasing a series of Minnesota Counting All Students (CAS) (Ed-Fi) videos in 2019.

- These videos will be short and will cover topics such as
  - Start Year
  - Mid Year
  - Year End
  - Near Real Time vs. Batch Processing
  - Near Real Time
  - Minnesota Miscellaneous
  - Error Correction
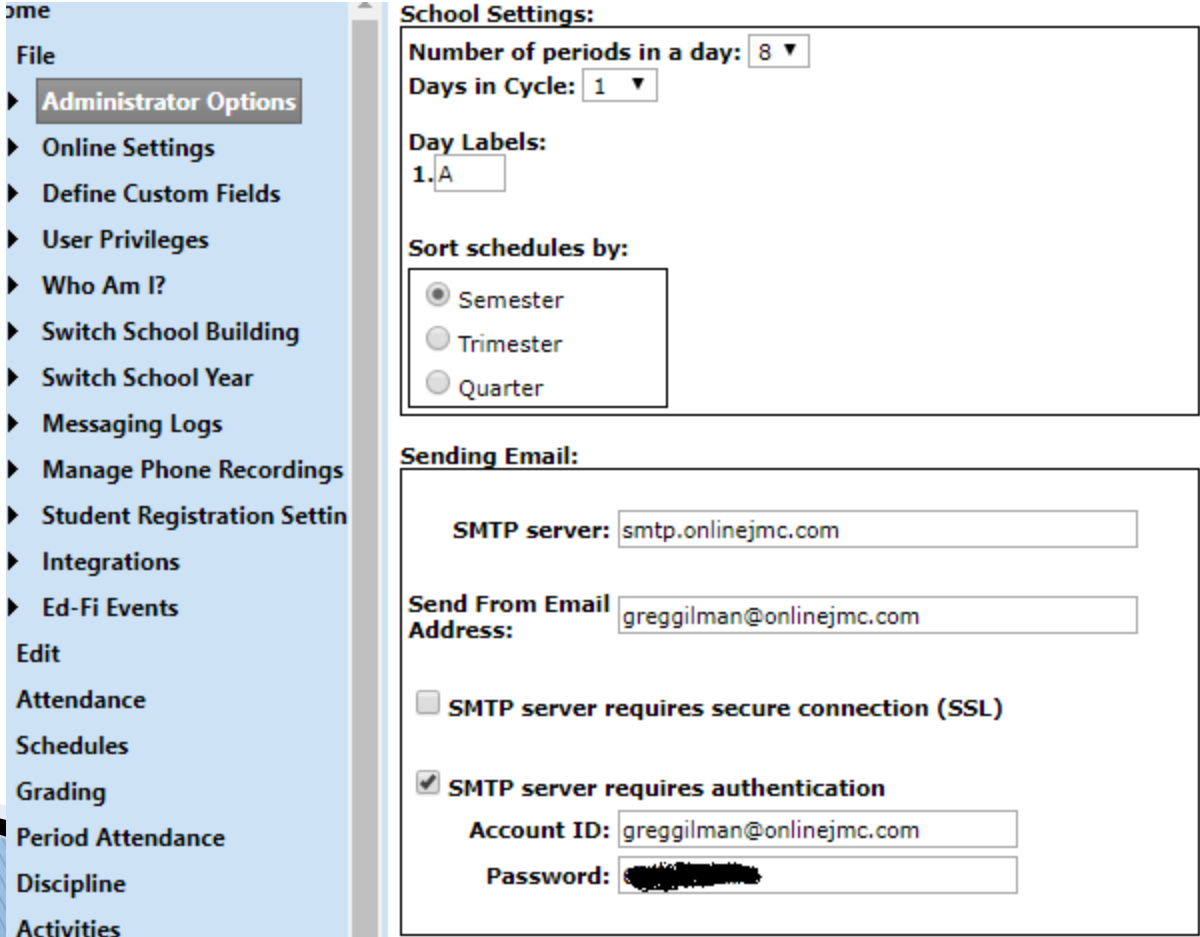 - Counting All Students: 2019-2020 and beyond

MN Misc

Miscellaneous Items Covered in This Video

◦ Essentially what is in the Prep tab on the Start Year page

◦ Some items not expected of the client but of JMC support instead

- File – Administrator Options
  - SMTP Settings
  - Ed-Fi Settings
- Utilities/Buildings
- Attendance – Day – Day Names
- Minnesota – MARSS – Edit School Data

MN Misc

Here I am using my own SMTP settings for the testing environment. The clients will have their own SMTP settings as provided by Eric

MN Misc

Here is the Ed-Fi Settings page, showing how to enable Ed-Fi processes for Batch Processing only.
Near Real Time is not enabled until after on-boarded for the start of the school year – see Minnesota Start Year video for details about on-boarding process

Enable Ed-Fi Interchanges:	✔
Enable Ed-Fi Interchanges in Near Real Time:	☐
Ed-Fi Near Real Time Error Notification Email Address:	greg@jmcinc.com
API URL:	https://test.edfi.education.mn.gov/EdFi.Ods.WebApi/api/v2
Authentication URL:	https://test.edfi.education.mn.gov/EdFi.Ods.WebApi
Client Key:	
Client Secret:	

Save

MN Misc

Utilities/Buildings – Before Configuration

Add District

		DistrictNumber	LeaId	DistrictName
Delete	Edit	0		(District Name Placeholder)

Add Building

		Building#	DbBuilding#	SchoolId	BuildingName
Delete	Edit	10			

MN Misc

Defining Day Names

- Best practices is to define day names for entire school year at the beginning of the school year
    - We used to advise schools that the preferred method is to do a month or a few weeks at a time, but that can cause problems for some states.
    - New preference for all states is to define them all up front and then use special days as needed.

MN Miscellaneous

Defining Day Names
•Watch for typos, especially in the year of the date
•Watch for unintended gaps in sequence, such as skipping a month

Day Number	Date	Day of Week
1	8/15/2018	Wednesday
2	8/16/2018	Thursday
3	8/17/2018	Friday
4	8/20/2019	Monday
5	8/21/2018	Tuesday
6	8/22/2018	Wednesday

An easy to miss typo, causes problems.

MN Miscellaneous

Special Days

In the event of a snow day or other school cancellation event, make sure to designate the days as such in <u>Attendance – Day – Special Days</u>.

Must be logged into a building.

Must edit the special day for each and every grade level affected.

MN Miscellaneous

Defining Day Names

- In some years there are excessive snow days, so tweaking the calendar in late winter may be necessary
    - Day Names
        - May need to insert days
            - Staff Development days that get recategorized as Student Contact Days
            - Spring Break, Easter Break, or holidays that get taken away and recategorized as Student Contact Days
            - MUST BE DONE SO AS NOT TO AFFECT ATTENDANCE FOR DATES THAT WILL "SLIDE"
        - May need to add days to the end of the day names

MN Miscellaneous

Defining Day Names

• If inserted or added new dates into Day Names, you should also review and possibly edit data on these pages as well
   • End of Year Day Number (Minnesota – MARSS – Edit School data)
      • May now be pointing a day that is no longer the last school day
   • Special Days
      • Special days you may have entered may now be associated with the wrong day, if some dates "slide" to new day number
      • If so, may need to remove special days info from one day and put it to the date that "slid" down the page
   • Term Dates
      • Example: school may slide end of Q3 and start/end dates for Q4.
      • Other term dates could be affected in similar way:
         • Year End Date
         • Sem 2 End Date
         • Trimester 2 End Date, Trimester 3 Start/End Dates
         • Hex…

MN Misc

Minnesota – MARSS – Edit School Data

•Make sure to define end of year day number
•should be defined in day names
•Don't just pick day 171 if it is not defined as that will error out during some Ed-Fi submissions.

School Name:
District #/Type:
School Year: 2018-2019

End of Year Day #: 171

Adjust Days in Session

Day 171 Selected but
Day Name Not Defined

	Grade	PK/KG	Days In Session	Day Length (Minutes)	School Number	Title 1	Kindergarten Indicator	Preschool Groups
Edit	KG		171	340	10	C	E	
Edit	KA		171	0	10	B		
Edit	KB		171	0	10	B		
Edit	KC		171	0	10	B		
Edit	KD		171	0	10	B		
Edit	EC		171	0	10	B		
Edit	HK		171	340	10	C	E	
Edit	1		171	340	10	C		
Edit	2		171	340	10	C		
Edit	3		171	340	10	C		
Edit	4		171	340	10	C		
Edit	5		171	360	10	C		
Edit	6		171	360	10	C		
Edit	7		171	361	10	C		
Edit	8		171	361	10	C		
Edit	9		0	0	10			
Edit	10		0	0	10			
Edit	11		0	0	10			
Edit	12		171	0	10			

MDE Ed-Fi (CAS) Resources

- https://education.mn.gov/MDE/dse/count/

JMC Resources

- http://jmcinc.com/state_reporting
- Documentation Updates
  - Minnesota State Reporting (PDF)
  - Instructional Videos Series
  - Sign up for free web-based training
  - All will be updated on ongoing basis

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News

There are a lot of changes happening with state reporting. Please refer to the appropriate tab at right for your state for information about documentation updates, deadlines, and related news.

Remote Technical Support

STATE REPORTING

All State Reporting resources are available for you on this page. Please click on the tab that contains the state reporting information you need.

| Minnesota | Wisconsin | Nebraska | Iowa | Other States |

JMC prides itself on keeping up-to-date on all Minnesota state reporting requirements. All Minnesota state reporting options are contained in the JMC Minnesota module and include options for MARSS, MCCC, Early Education Student, Perkins, STAR, and Graduation Standards reporting. Before you upload your files to the Minnesota Department of Education, most file generation options in the JMC Minnesota module will generate an error report for you. This means you can correct nearly all issues with your data before uploading your files to MDE.

Early Education   MARSS   MCCC   Perkins   STAR

RECENT PRESENTATIONS

| MDE Ed-Fi Overview from JMC 2018 Summer Conference in Chaska | PDF 8/2/2018 |

DOCUMENTATION

| Minnesota State Reporting | Updated 9/19/2018 |
| Attendance MN | Updated 4/26/2018 |

JMC Minnesota State Reporting News

JMC Will Pilot Minnesota Ed-Fi (Counting All Students) During 2018-19 School Year

Questions?

- Feel free to contact us:
- JMC Technical Support
  - Talk with Us: 800-524-8182
  - Website: http://www.jmcinc.com
  - Support Tickets: http://tickets.jmcinc.com/
  - Email: Support@jmcinc.com