



# Wisconsin Discipline

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# Overview



- ▶ JMC is releasing a second series of WISEdata 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
  - Wisconsin Miscellaneous
  - Error Correction
  - Discipline
  - WISEdata: 2019–2020 and beyond

# Which Discipline Records Must Be Reported



- ▶ 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  $\frac{1}{2}$  of the regular school day.

# Disabled (IDEA Eligible) Students



- ▶ Eligibility based on SSEPA Records
  - SSEPA (Special Education) Records must be up-to-date
  - Reportability of discipline incident must take into consideration of whether student was IDEA eligible on the date of the incident
  - SSEPA Records may originate from
    - JMC
    - Third Party Software
      - Sped Forms
      - SEEDS
      - OASIS

# Disabled (IDEA Eligible) Students



- ▶ SSEPA Records from Third Party Software
  - Must pull SSEPA records into JMC using Wisconsin – Special Education – Update Special Education History from WISEdata API

# WISEdata Discipline



**What makes a discipline record state reportable?**

**Not all discipline records get reported to the state.**

**To be state reportable, must have:**

- 1. State Reportable Problem Behavior (denoted with asterisk)**
- 2. State Reportable Action (denoted with asterisk)**
- 3. Incident ID assigned**

# WISEdata Discipline



## **What makes a discipline record state reportable?**

The discipline record 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
- ▶ Discipline Action 1 and/or 2 Date
  - also known as Removal Date
- ▶ Removal Length 1 and/or 2 (required, zero allowable)
- ▶ Actual Removal Length 1 and/or 2 (required, zero allowable)

# WISEdata Discipline



**The following is an example of a record that requires recoding.**  
Here is the ISS record prior to re-coding:

|                                |   |
|--------------------------------|---|
| Incident Number:               | <input type="text"/>  |
| Incident Reporter:             | <input type="text"/>  |
| Incident Location:             | Unknown ▼   |
| Incident Location Detail:      | <input type="text"/>  |
| Problem Behavior:              | ^Technology violation ▼   |
| Serious Bodily Injury:         | <input type="checkbox"/>  |
| Weapon Type:                   | Not applicable ▼  |
| Action 1:                      | ^Out-of-School Suspension ▼   |
| Discipline Action Date:        | <input type="text"/>  |
| Removal Length:                | 0   |
| Early Reinstatement Condition: | <input type="checkbox"/>  |
| Actual Removal Length:         | 0   |
| Modified Term:                 | Firearms Incident Type and not modified OR not a firearms Incident Type ▼ |
| Action 2:                      | Not Specified ▼   |
| Discipline Action Date:        | <input type="text"/>  |
| Removal Length:                | 0   |
| Early Reinstatement Condition: | <input type="checkbox"/>  |
| Actual Removal Length:         | 0   |
| Modified Term:                 | Not Specified ▼   |

Incident Number not specified

Problem Behavior is not EdFi (no asterisk)

Action is not EdFi (no asterisk)

Removal Length not specified  
(required for all suspensions or expulsions)

Discipline Action Date  
(Removal Date) not specified



# WISEdata Discipline



Here is the ISS record after re-coding:

|                                |                                    |                        |     |
|--------------------------------|------------------------------------|------------------------|-----|
| Incident Number:               | 2                                  |                        |     |
| Incident Reporter:             |                                    |                        |     |
| Incident Location:             | Unknown ▼                          |                        |     |
| Incident Location Detail:      |                                    |                        |     |
| Problem Behavior:              | *Other Violation of School Rules ▼ |                        |     |
| Serious Bodily Injury:         | <input type="checkbox"/>           |                        |     |
| Weapon Type:                   | Not applicable ▼                   |                        |     |
| Action 1:                      | *Out of School Suspension ▼        |                        |     |
| Discipline Action Date:        | 3/15/2017                          | Removal Length:        | 1.5 |
| Early Reinstatement Condition: | <input type="checkbox"/>           | Actual Removal Length: | 1.5 |
| Modified Term:                 | Not Specified ▼                    |                        |     |
| Action 2:                      | Not Specified ▼                    |                        |     |
| Discipline Action Date:        |                                    | Removal Length:        | 0   |
| Early Reinstatement Condition: | <input type="checkbox"/>           | Actual Removal Length: | 0   |
| Modified Term:                 | Not Specified ▼                    |                        |     |

# WISEdata Discipline



## **How do Incident Numbers (Incident IDs) work?**

Incident IDs are automatically assigned when the record gets saved if the record is state reportable.

The Incident ID will automatically get created as the next unused Incident ID. (if last one was 10, new one will be 11)

If 2 or more students have discipline records from the same incident (perpetrators, not victims), they should be assigned the same Incident ID.

Once you have created the discipline record for the first student tied to the incident, you may then select the Incident ID by number and date in the Incident drop down list for the other students


# WISEdata Discipline




## How do Incident Numbers (Incident IDs) work?


☐ Send Email ☐ Email Primary Contact ☐ Email Advisor

Email To:   
Reply To:

Incidents:   Leave blank initially

Incident Date:  

Incident Time:

Incident Number:   Leave blank initially

Incident Reporter:

Incident Location:


Incident Location Detail:

Problem Behavior:

Serious Bodily Injury: ☐

Weapon Type:


Action 1:

Discipline Action Date:   Removal Length:

Early Reinstatement Condition: ☐ Actual Removal Length:

Modified Term:

Action 2:

Discipline Action Date:   Removal Length:

Early Reinstatement Condition: ☐ Actual Removal Length:

Modified Term:

Comment 1:

Incident IDs are automatically assigned when the record gets saved if the record is state reportable.

Entering *Claire's* record first. The Incident ID will automatically get created as the next unused Incident ID after the record is saved (Update button)

# WISEdata Discipline



## How do Incident Numbers (Incident IDs) work?

Name: Badger, Claire      Grade: 12      Birth Date: 05/09/00 (19)

**Add New**      **Edit**      **Delete**      **Print**

Incident Date: 5/13/2019  
Incident Time: 15:07  
Incident Number: 1  
Incident Reporter:   
Incident Location: Not Specified  
Incident Location Detail:   
Problem Behavior: \*Endangering Behavior  
Serious Bodily Injury: ☐  
Weapon Type: Not applicable

**Action 1:** \*In School Suspension  
Discipline Action Date:       Removal Length: 0  
Early Reinstatement Condition: ☐      Actual Removal Length: 0  
Modified Term: Not Specified

**Action 2:** Not Specified  
Discipline Action Date:       Removal Length: 0  
Early Reinstatement Condition: ☐      Actual Removal Length: 0  
Modified Term: Not Specified

**Comment 1:** Claire and Rose Branch were fighting in the hallway.

*Claire's* record has been saved, and an Incident Number of "1" has been automatically assigned (record is state reportable).

# WISEdata Discipline



## How do Incident Numbers (Incident IDs) work?

Name: Branch, Rose      Grade: 12      Birth Date: 06/11/08 (10)

☐ Send Email   ☐ Email Primary Contact   ☐ Email Advisor

  Email To:    Reply To:

Incidents:

Incident Date: 1 05/13/19 15:07

Incident Time: 17:14

Incident Number:

Incident Reporter:

Incident Location: Not Specified

Incident Location Detail:

Problem Behavior: Not Specified

Serious Bodily Injury: ☐

Weapon Type: Not applicable

Action 1: Not Specified

Discipline Action Date:     Removal Length:

Early Reinstatement Condition: ☐   Actual Removal Length:

When adding *Rose's* discipline record, you may select the Incident from the Incidents drop down list.

This ties the two students to the incident.

# WISEdata Discipline



## Submitting Discipline Data via Ed-Fi (WISEdata)

Use Wisconsin – WISEdata – Update Discipline

**WISEdata Discipline Preparation**

☐ Special Education History is up-to-date for all students in the district in JMC.

☐ Discipline records are up-to-date for all students in the district in JMC.

**WISEdata Update Discipline**

Building: 040 - JMC WI Demo High School ▼

**WISEdata Update Discipline Prescan** **WISEdata Update Discipline**

Only discipline records with that meet the following criteria will be submitted.

|   |
|---|
| 1. Must have an Incident ID assigned  |
| 2. Only suspensions and expulsions are submitted, but this varies depending on the student's disability status. For more information about record inclusion for WISEdata Discipline, please refer to the Discipline WI document, Appendix D, found at this link: <a href="#">NextGen_DisciplineWI.pdf</a> |

**Prior Discipline Updates**

1. Select the **Building** (each building reports separately).
2. **Prescan** button (optional) allows you to look at potential records without actually sending the data
3. To send all incidents, student discipline incident associations, and discipline actions, click the **WISEdata Update Discipline** button

# WISEdata Discipline



For more information about JMC's Discipline module for Wisconsin, please refer to:

[http://jmcinc.com/uploads/files/NextGen\\_DisciplineWI.pdf](http://jmcinc.com/uploads/files/NextGen_DisciplineWI.pdf)

Also refer to

[http://jmcinc.com/uploads/files/Discipline\\_WI\\_Conversion\\_1617.pdf](http://jmcinc.com/uploads/files/Discipline_WI_Conversion_1617.pdf)

The process of “recoding” is what administrators do in order to make the record “state reportable”

# Wisconsin DPI Resources

- ▶ <https://dpi.wi.gov/wisedata>
- ▶ <https://dpi.wi.gov/wise/data-elements>
- ▶ <https://dpi.wi.gov/wisedata/help/mini-tutorials>
- ▶ <https://dpi.wi.gov/wisedash/help/ticket>
- ▶ <https://dpi.wi.gov/wisedata/schools>
- ▶ <https://dpi.wi.gov/wisedash/districts>
- ▶ <https://dpi.wi.gov/wise/data-elements/WISEid>



# JMC Resources



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



## CURRENT BUILD DATE:

NextGen: 3/28/19

Download / Update Software Resources  
Secretary / Office Professionals  
Technology Professionals  
Administrators  
Teachers  
**State Reporting**  
Food Service Professionals  
Health Professionals  
Prospective Clients  
Contact Us  
Office Supplies  
**Upcoming Events**

## 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 Wisconsin state reporting requirements. JMC ties all of the necessary data together in your JMC database so you can more easily fulfill your state reporting requirements.

## DOCUMENTATION

|                           |                    |
|---------------------------|--------------------|
| Wisconsin State Reporting | Updated 10/26/2018 |
| Attendance WI             | Updated 4/24/2018  |
| Discipline WI             | Updated 11/16/2018 |
| Discipline Data Recoding  | 8/16/2017          |

## RECENT PRESENTATIONS

|                                    |                |
|------------------------------------|----------------|
| WISEdata Conference March 20, 2019 | PDF 03/18/2019 |
|------------------------------------|----------------|

## INSTRUCTIONAL VIDEOS

|   |                  |                |
|---|------------------|----------------|
| WISEdata 18-19 Update Video 1: Overview                             | Video 10/25/2018 | PDF 10/25/2018 |
| WISEdata 18-19 Update Video 2: Miscellaneous                        | Video 10/25/2018 | PDF 10/25/2018 |
| WISEdata 18-19 Update Video 3: Special Education History            | Video 10/25/2018 | PDF 10/25/2018 |
| WISEdata 18-19 Update Video 4: Program History                      | Video 10/25/2018 | PDF 10/25/2018 |
| WISEdata 18-19 Update Video 5: State Course Codes                   | Video 10/29/2018 | PDF 10/25/2018 |
| WISEdata 18-19 Update Video 6: Roster & Grades                      | Video 10/29/2018 | PDF 10/25/2018 |
| WISEdata 18-19 Update Video 7: CTE/CCR Overview                     | Video 11/12/2018 | PDF 11/08/2018 |
| WISEdata 18-19 Update Video 8: Course Based CTE                     | Video 04/24/2019 | PDF 04/24/2019 |
| WISEdata 18-19 Update Video 9: Non Course Based CTE/CCR             | Video 04/24/2019 | PDF 04/24/2019 |
| WISEdata 18-19 Update Video 10: CTE/CCR Use Case - Course Based     | Video 11/12/2018 | PDF 11/08/2018 |
| WISEdata 18-19 Update Video 11: CTE/CCR Use Case - Non Course Based | Video 11/20/2018 | PDF 11/20/2018 |

|   |                  |                |
|---|------------------|----------------|
| WISEdata Start Year                           | Video 11/20/2018 | PDF 11/20/2018 |
| WISEdata Mid Year                             | Video 11/20/2018 | PDF 11/20/2018 |
| WISEdata End Year                             | Video 11/20/2018 | PDF 11/20/2018 |
| WISEdata Error Correction - Part 1 - Overview | Video 11/20/2018 | PDF 11/20/2018 |
| WISEdata Error Correction - Part 2 - Examples | Video 11/20/2018 | PDF 11/20/2018 |

# Questions?

- ▶ Feel free to contact us:
- ▶ JMC Technical Support
  - ▶ Talk with Us: 800-524-8182 ext 1
  - ▶ Website: <http://www.jmcinc.com>
  - ▶ Support Tickets:  
<http://tickets.jmcinc.com/>
  - ▶ Email: [Support@jmcinc.com](mailto:Support@jmcinc.com)