



Dr. John D. Barge, State Superintendent of Schools

GEORGIA DEPARTMENT OF EDUCATION (GADOE)

Office of Technology Services - Technology Management

FY2011 Student Record Data Collection

Data File Layout – Special Education Level

2011STUDENT RECORD SPECIAL EDUCATION LEVEL FILE LAYOUT

Document Revision Updates

REVISION DATE	DATA ELEMENTS AFFECTED	COMMENTS
09/09/2010	n/a	Annual Update
11/04/2010	GTID	Added related errors.
11/18/2010	Definitions/Acornynms	Removed from layout; refer to Data Element Details for this information
12/17/2010	GTID	Corrected Error Code Number

2011STUDENT RECORD SPECIAL EDUCATION LEVEL FILE LAYOUT

Special Education Level Record Layout (G01)

Special Education-level data elements - Information maintained at each school for each student having Special Education activity. For students with a Special Education Primary Area of Exceptionality in their Student record, these records will detail specific Special Education activities. A student can have multiple records for different events within the same school and fiscal year.

Special Education Level Record Layout (G01)										
Element ID	Layout ID	Element	Field Type	Format	Length	Starting Position	Ending Position	Description	Edits	Edit #
SPE001	G001	Fiscal Year	A	yyyy	4	1	4	Fiscal year of record.	yyyy is complete year. 2011 is the value for this current FISCAL YEAR . FISCAL YEAR not valid; check to make sure that you have not transmitted a file from a previous cycle.	E010
SPE002	G002	Period	A	x	1	5	5	Reporting period of record.	Always equal to '1'.	E021
SPE003	G003	System Code	A	xxx	3	6	8	School System Code.	Must be an active system code in the <i>Facilities Database</i> in the range 601-799.	E040
SPE004	G004	School Code	A	xxxx	4	9	12	Number that identifies a school within a system.	SCHOOL CODE is missing or not valid for this system. Refer to the <i>Facilities Database</i> .	E050
SPE005	G005	Student ID	N	nnnnnnnn n	9	13	21	Student's Social Security Number or a state-approved Social Security-like number.	STUDENT ID not valid	E059
									Must be 9 digit number E.G. 999999999.	E061
									Special Education records must have a corresponding Student record in the student file.	E887
									A PRIMARY AREA OF EXCEPTIONALITY is reported for the student, but no special education events have been reported in the current Student Record collection.	E5802
									Enrollment record is required if special education records reported for student.	E036

2011STUDENT RECORD SPECIAL EDUCATION LEVEL FILE LAYOUT

Special Education Level Record Layout (G01)										
Element ID	Layout ID	Element	Field Type	Format	Length	Starting Position	Ending Position	Description	Edits	Edit #
									<p>Student should not have more than one of each EVENT CODE reported for a school within the same school year.</p> <p>New special education students must report events for Initial Eligibility Determination (04), Initial IEP Meeting (05), and Initial IEP Placement (06).</p> <p>The number of days between events 02 and 04 is greater than 60.</p> <p>The number of days between events 02 and 05 is greater than 90.</p>	E570 E579 W581 W582
SPE008	G008	Event Date	A	yyyymmdd	8	27	34	<p><u>Note:</u> A history is now maintained of events reported in prior year(s) per student, regardless of what district reported the event(s). Once events '01' through '06' are reported, they will remain static. Newly uploaded events '01' through '06' will be ignored if these events have already been reported. Some edits compare currently accepted event records to the history records in order to properly validate current year</p>	<p>EVENT DATE cannot be null and must be in the yyyymmdd format.</p> <p>The EVENT DATE for the IEP Annual Review (EVENT CODE '07') and/or the Re-Eligibility Determination (EVENT CODE '08') should be greater than the date of the IEP Placement ('06') and the Initial IEP Meeting ('05').</p> <p>The EVENT DATE cannot be greater than the current date nor prior to the student's date of birth.</p> <p>EVENT DATE for Initial Eligibility Determination (EVENT CODE '04') is over 3 years old, and no newer record has been reported for Re-Eligibility Determination (EVENT CODE '08').</p> <p>EVENT DATE for Initial IEP Meeting (EVENT CODE '05') is over 1 year old, and no newer record has been reported for IEP Annual Review (EVENT CODE '07').</p> <p>EVENT DATE for IEP Annual Review (EVENT CODE '07') is over one year old and no newer IEP Annual Review record has been reported.</p> <p>EVENT DATE for Re-Eligibility Determination (EVENT</p>	E596 E598 E599 E583 E584 E585

2011STUDENT RECORD SPECIAL EDUCATION LEVEL FILE LAYOUT

Special Education Level Record Layout (G01)										
Element ID	Layout ID	Element	Field Type	Format	Length	Starting Position	Ending Position	Description	Edits	Edit #
								dates.	<p>CODE '08') is over 3 years old, and no newer record has been reported for a Re-Eligibility Determination.</p> <p>If a Special Education student withdraws and also reports a Special Education Exit event (09 or 10), the WITHDRAWAL DATE must be after the event date reported for exit event (09 or 10).</p>	E586 E578
SPE009	G009	Student Present at Conference	A	x	1	35	35		<p>Valid values are 'Y', 'N', blank or null.</p> <p>STUDENT PRESENT AT CONFERENCE must = 'Y' or 'N' for Initial IEP Meeting (EVENT CODE '05') and for IEP Annual Review (EVENT CODE '07') when student is in grade 9-12 or student's age is 16 or older.</p>	E587 E612
SPE010	G010	Parent Present at Conference	A	x	1	36	36		<p>Valid values are 'Y', 'N', blank or null.</p> <p>Must = 'Y' or 'N' for Initial IEP Meeting (EVENT CODE '05') and for IEP Annual Review (EVENT CODE '07').</p>	E588 E601
SPE011	G011	Georgia Test Identifier (GTID)	A	xxxxxxxx	10	37	46	The identification number assigned to each student to uniquely identify the student throughout his/her public education years in the Georgia public school system.	<p>GTID missing or invalid number sequence.</p> <p>The combination of STUDENT ID/GTID reported for this student does not match the data reported in the Student Level file.</p>	E048 E4301
Filler	Filler				50	47	96	Filler	No edits.	