EOY State Reporting

School year 2023-24
Melissa Marino, DESE Data Collection Supervisor
01 EOY submissions and report date
02 SIMS
03 SCS
04 EPIMS
05 SSDR
EOY submissions and report date
EOY submissions

• All EOY submissions will be done in the new “DESE State Reporting” application

• We are still wrapping up March SIMS, but will be rolling to the EOY window in the next couple of weeks

• Weekly Office Hours will be held during the EOY collection window, to allow for districts to bring their questions and get collection updates from DESE
EOY submissions

- EOY reporting period is a culmination of the data for the school year
- SIMS, SCS, EPIMS and SSDR are all submitted in the EOY reporting window
- Certification deadlines for each collection are posted online on the reporting schedule page:

  Reporting Schedule and Documentation - Data Collection/Information Services (mass.edu)

SIMS deadlines are 7/5 (initial) and 7/12 (final)
EPIMS, SCS, SSDR deadline is 8/16
EOY report date = last day of school

- Last day of school can be updated in DA, on district characteristic tab
- School year end date in DA is published on Profiles

**COMING SOON:** There will be a place to update the last day of school directly in the new “DESE State Reporting” application, in order to have the validations and business rules pointed at the correct date
Initial certification deadline July 5\textsuperscript{th}
Final certification deadline July 12\textsuperscript{th}

*The week gap between the deadlines is for duplicate student conflict resolution and edits if necessary*
Graduates – common error

- Graduates enrollment exit date should be the graduation date
- Be sure to code your graduates in your SIS in DOE012, along with DOE033 (High School Completer Plans) and DOE037 (MassCore completion)
- Once we roll to EOY reporting window, SIMS7930 means that graduating students haven’t been identified as “04” in DOE012 yet

<table>
<thead>
<tr>
<th>Validation Id</th>
<th>Error Message</th>
<th>Error Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>7930</td>
<td>Graduate percentage too low</td>
<td>1</td>
</tr>
</tbody>
</table>
SCS

Certification deadline August 16th
Common SCS Errors

<table>
<thead>
<tr>
<th>SCS9350</th>
<th>SCS9350 - Course Enrollment Status (SCS08) not valid for Course Credit Earned (SCS11)</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCS9360</td>
<td>SCS9360 - A course with a passing letter mark (SCS12) and credit available (SCS10) should have credits awarded (SCS11).</td>
</tr>
<tr>
<td>SCS9370</td>
<td>SCS9370 - A course with a passing numeric mark (SCS13) and credit available (SCS10) should have credits awarded (SCS11).</td>
</tr>
</tbody>
</table>

The dependency between course enrollment status (SCS08) and the marks and credits fields is the driver of the most errors in end of year SCS.

If final marks and credits earned are populated, course enrollment status should be 03 completed. And vice versa.

If you have instances where course enrollment status is completed but student didn’t earn credits, please reach out to your support specialist for exception to the error for missing credits.
EPIMS

Certification deadline August 16th
Common errors on evaluation fields

| EPIMS7270 | Invalid Evaluation Rating (SR29). Check that evaluation date is in current calendar year. |
| EPIMS7400 | Educator Evaluation Data Missing |

- Make sure evaluation date is after January 1 of current year
- Job classifications that evaluations are required for must have ratings or 00 (not evaluated)
- 99 only applies to those job classifications where evaluation is not required or does not apply
- Ratings values should match job classification – admin ratings for admins, teacher ratings for teachers

- Evaluation data will be accepted in October collection as well, if some are not ready to report in this EOY collection
- List of job classifications where evaluation is required is posted on EPIMS webpage here: evaljobclass.docx (live.com)
Staff Attendance

• Common errors on staff attendance

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>EPIMS6600</td>
<td>Days of Attendance must be between 0 and 261.</td>
</tr>
<tr>
<td>EPIMS6610</td>
<td>Expected Days of Attendance must be less than 261 days.</td>
</tr>
</tbody>
</table>

• These validations are currently firing on the placeholder value of ‘999’. Once we roll forward from the March period to the official EOY window, the staff attendance values will be recognized.

EPIMS Report 9
Staff Attendance Rates (District Summary)

EPIMS Report 10
Staff Attendance Rates (School Summary)

EPIMS Summary Reports 9 and 10 summarize staff attendance data.
Beginner Educator Mentor

- SR34 should be the MEPID of a beginner educator’s mentor or 99

- EPIMS7410 is a validation that checks for a MEPID in SR34 for staff who are reported as beginner educators in SR38. If the staff member does not have a mentor, so there’s no MEPID to report, please reach out to your support specialist for exception.

SR34 Beginner Educator Mentor

For any staff reported as beginner educator, this element will identify the MEPID of their mentoring teacher.

<table>
<thead>
<tr>
<th>Type:</th>
<th>Numeric</th>
</tr>
</thead>
<tbody>
<tr>
<td>Length:</td>
<td>Minimum 2 Maximum 8</td>
</tr>
</tbody>
</table>

**Acceptable Values/Code Description:**

Eight-digit state-assigned identification number

OR

99 = Not Applicable

**Dependencies:**

If SR38 is 01, MEPID is required in SR34 for the below licensed administrative and instructional job classifications:

**District level administrators:** 1200, 1201, 1202, 1205, 1210, 1211, 1212, 1213, 1214, 1215, 1216, 1217, 1218, 1219, 1220, 1221, 1222, 1223, 1224, 1225

**School level administrators:** 1305, 1310, 1312, 1320

**Instructional staff:** 2305, 2306, 2307, 2308, 2310

**Instructional Support staff:** 3330
Certification deadline August 16th
Common errors

- There are validation checks on the quality and completeness of the data set as a whole. If at the end of the school year, the data is complete and correct, ask your support specialist for an exception to these validations
  - SSDR4740 checks for incidents of bullying
  - SSDR9940 checks for school-based arrests

<table>
<thead>
<tr>
<th>SSDR4740</th>
<th>Having no incidents that involve bullying is unlikely.</th>
</tr>
</thead>
<tbody>
<tr>
<td>SSDR9940</td>
<td>There are no school-based arrests reported for your district.</td>
</tr>
</tbody>
</table>
Allegations of bullying screen in SSDR application

Counts of allegations (reports) of bullying by school are collected for the year. This is a separate count from the substantiated incidents of bullying that are included in the SSDR data that comes from your SIS via SIF.

Enter aggregate counts of bullying allegations for the current school year. How many allegations against students, and how many against staff, per school. If zero, please enter zero.

<table>
<thead>
<tr>
<th>School</th>
<th># of Bullying Allegations Against Students</th>
<th># of Bullying Allegations Against Staff</th>
<th>...</th>
</tr>
</thead>
<tbody>
<tr>
<td>Abington Early Education Program (00010001)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Abington High (00010505)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Abington Middle School (00010405)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
THANK YOU

781.338.6797

Data Collection - Information Services (mass.edu)

Melissa.r.marino@mass.gov

75 Pleasant Street, Malden, MA 02148