



If you cannot hear us when we get started, please check your volume control and be sure your computer is not muted. 😊

May 2009



# CEDARS – Comprehensive Education Data and Research System

May 2009



# CEDARS Training Agenda

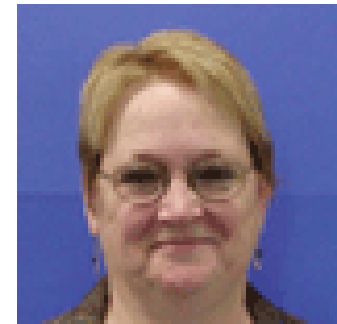
- ▶ Welcome and Introductions
- ▶ Training Overview
  - Evolution from CSRS to CEDARS (Fri) ✓
  - Submission and Editing Process (Tues) ✓
  - **Course Catalog, Student Schedules, Grade History – including phase-in of State Course Codes (Wed)**
  - Staff Information, including Certification Numbers (Thurs)
  - Expanded Program data and New Ethnicity and Race codes (Fri)



# CEDARS Training Agenda

► Presentations are available at:

<http://www.k12.wa.us/CEDARS/Training.aspx>





# Overview of Today's Training

Course Catalog

D-Course  
Catalog

Student Schedules

E-Student  
Schedules

Grade History

H-Grade  
History

But first .... let's talk State Course Codes!



# CEDARS Course Catalog File

- ▶ There is a lot of interest in school/district course offerings and students' course taking patterns
  
- ▶ Course Catalog file provides information to interpret:
  - Student and Staff Schedules
  - Grade History
  
- ▶ Experience with .175 student schedules confirmed the need for State Course Codes



# CEDARS Course Catalog File

## ▶ State Course Codes...

- Are in addition to, not replacing, district course codes
- Also are in addition to, not replacing, CIP codes for Career and Technical Education coursework
- Are based on NCES School Codes for the Exchange of Data ...
  - With slight modifications to fit Washington (e.g., added Washington State History and expanded Integrated Math to Intg Math 1, 2, 3)



# CEDARS State Course Codes

- ▶ Two tabs in State Course Code excel file
  - One with readable descriptions....

01003	English/Language Arts III (11th grade) 01003	English/Language Arts III (11th grade) courses continue to develop students' writing skills, emphasizing clear, logical writing patterns, word choice, and usage, as students write essays and begin to learn the techniques of writing research papers. Students continue to read works of literature, which often form the backbone of the writing assignments. Literary conventions and stylistic devices may receive greater emphasis than in previous courses.	
01004	English/Language Arts IV (12th grade) 01004	English/Language Arts IV (12th grade) courses blend composition and literature into a cohesive whole as students write critical and comparative analyses of selected literature, continuing to develop their language arts skills. Typically, students primarily write multi-paragraph essays, but they may also write one or more major research papers.	
01005	AP English Language and Composition 01005	Following the College Board's suggested curriculum designed to parallel college-level English courses, AP English Language and Composition courses expose students to prose written in a variety of periods, disciplines, and rhetorical contexts. These courses emphasize the interaction of authorial purpose, intended audience, and the subject at hand, and through them, students learn to develop stylistic flexibility as they write compositions covering a variety of subjects that are intended for various purposes.	AP





# CEDARS Course Codes

- ▶ Two tabs in State Course Code excel file
  - And one you can scroll ...

01003	English/Language Arts III (11th grade) 01003	English/Language Arts III (11th grade) courses continue
01004	English/Language Arts IV (12th grade) 01004	English/Language Arts IV (12th grade) courses blend co
01005	AP English Language and Composition 01005	Following the College Board's suggested curriculum d
01006	AP English Literature and Composition 01006	Following the College Board's suggested curriculum d
01007	IB Language A (English) 01007	IB Language A (English) courses prepare students to ta
01008	English as a Second Language 01008	English as a Second Language (ESL) courses are design
01009	Language Arts Laboratory 01009	Language Arts Laboratory courses provide instruction i
01051	English/Literature (freshmen and sophomores) 01051	English/Literature (freshmen and sophomores) course
01052	English/Literature (juniors and seniors) 01052	English/Literature (juniors and seniors) courses are de
01053	Literature 01053	Literature courses offer the opportunity for students t
01054	American Literature 01054	American Literature courses focus upon commonly kn
01055	American Literature/History 01055	American Literature/History courses integrate the stu
01056	British Literature 01056	British Literature courses may provide a survey of Briti
01057	British Literature/History 01057	British Literature/History courses integrate the study o
01058	World Literature 01058	World Literature courses use representative literature



# CEDARS Course Codes

- ▶ Note that there is also a variable for AP and IB courses

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# CEDARS Course Codes

- ▶ Implementation Schedule
  - **Mathematics and Science** - November 2009
  - **English/Language Arts and Foreign Language and Social Studies** - March 2010
  - **Everything else** - May 2010
  
- ▶ CEDARS practice submissions can include State Course Codes
  - Include all subject areas as soon as you are ready



# CEDARS Implementation of State Course Codes– Getting Started

- ▶ Check out CEDARS data manual and Course Code Appendix
- ▶ Determine where your information system can store state course codes
- ▶ Map current district or school course codes to state course codes
  - Involve curriculum staff in mapping
  - Determine content area at the same time
- ▶ Practice submitting and interpreting errors
- ▶ **YOU ARE READY!!!**



# CEDARS State Course Codes

- ▶ Sound easy? It is..... but the early adopter scouts have come across some hurdles!
  
- ▶ So far all have survived because their emergency kit included....
  - Curriculum specialists
  - Generic codes
  - Customer Support



# CEDARS State Course Codes

- ▶ Hurdles encountered by some early adopters:
  - The State Course Code table does not include courses specific to Special Education
    - Use most closely aligned course description
    - If nothing else, use generic code for the content area
  - Integrated content areas are not captured
    - If nothing else, use generic for the content area
  - We will monitor the use of generics to see if something else needs to be added to the State Course Codes



# CEDARS Course Catalog File

- ▶ Course Catalog File data elements
  - Element D04 – Course ID
  - Element D05 – Course Title
  - Element D06 – Content Area Code
    - Use Appendix O
    - This will be used in Highly Qualified Teacher determinations



# CEDARS Course Catalog File

## ▶ Course Catalog File data elements, cont'd

### ◦ Element D07 – Course Designation Code

- I – International Baccalaureate
- C – College in the High School
- T – Tech Prep
- H – Honors
- A – Advanced Placement
- R – Running Start
- B – HECB Core (also called CADR)
- O – Online (by 2010–11 – does not appear on transcript) **NEW!**





# CEDARS Course Catalog File

## ▶ Course Catalog File data elements, cont'd

- Element D08 – State Course Code
- Element D09 – Advanced Placement (AP) and International Baccalaureate (IB) Code
- Element D10 – Classification of Instructional Program (CIP) Code Number
- Element D11 – Is Career and Technical Education (CTE) Direct Transcription Available?



# CEDARS Course Catalog File

## ▶ Course Catalog File Business Rules

- Include current school year courses
- A record for each course at each school
  - If all five high schools offer English Literature, submit five records of English Literature
- For grade levels that are not scheduled into courses, include a generic “course” such as “Elementary Curriculum”



# CEDARS Student Schedule File

- ▶ This file includes each student's course schedule
  - For High schools and most Middle schools, this is what appears on the student's schedule – typically 5–8 records per student per term
  - For most Elementary schools and some Alternative schools, this will be a single entry, or 2–3 records reflecting large blocks of instruction
  
- ▶ Schedule changes are expected...



# CEDARS Student Schedule File

- ▶ Placeholder “courses” (e.g., Late Arrival, Lunch) are not required – only time when the student is receiving instruction or other service (e.g., include physical therapy if on the student’s schedule)
- ▶ Classes taken in another school or district will be reported by that school of district so they do not need to be reported, EXCEPT...
- ▶ Running Start classes are NOT reported by the community colleges so a placeholder code SHOULD be reported by the home district



# CEDARS Grade History File

- ▶ Include each student's final course grades as they would appear on the student's transcript
- ▶ Include all courses attempted for high school credit (i.e., that could include courses taken in grade 7 or grade 8)
- ▶ Include courses whether they were passed or not



# CEDARS Grade History File

- ▶ Include transferred in courses
  - From out of state
  - From other districts
  - Running Start
  - Online coursework
  
- ▶ Location ID can be blank if the course was taken elsewhere
  
- ▶ No need to correct schedule after converting Running Start or online coursework



# CEDARS Grade History File

- ▶ Only grade values allowed on the State Standardized HS transcript are allowed

Valid Grades	
A	4
A-	3.7
B+	3.3
B	3.0
B-	2.7
C+	2.3
C	2.0
C-	1.7
D+	1.3
D	1.0

Valid Grades	
E	0.0
F	0.0
P	Pass
N	No Pass
CR	Credit
NC	No Credit
S	Satisfactory
U	Unsatisfactory
W	Withdraw



# CEDARS Grade History File

- ▶ Grade History File data elements
  - Element H04 – State Student ID (SSID)
  - Element H05 – Location ID
  - Element H06 – Staff ID
  - Element H07 – Course ID
  - Element H08 – Course Title
  - Element H09 – Grade Level Code
  - Element H10 – Letter Grade
  - Element H11 – Credits Attempted
  - Element H12 – Credits Earned





# CEDARS Grade History File

- ▶ Grade History File data elements, cont'd
  - Element H13 – Course Designation Code
  - Element H14 – Content Area Code
  - Element H15 – State Course Code
  - Element H16 – (AP) and (IB) Code
  - Element H17 – (CIP) Code Number
  - Element H18 – Term End Date
  - Element H19 – Term



# CEDARS Grade History File

## ▶ Grade History File data elements, cont'd – **just like CSRS!!!**

- Element H20 – Is the Student a Career and Technical Education (CTE) Program Completer?
- Element H21 – Did Student Receive a State or Nationally Recognized Industry Certification?
- Element H22 – Is Career and Technical Education (CTE) Direct Transcription Available?
- Element H23 – Is Tech Prep Completer?
- Element H24 – Did the Student Take or Pass a State or Nationally Recognized Assessment of Technical Skill and Knowledge?



# CEDARS Data Submissions

## What Changed

More Data Required (courses, schedules, grade history...)

Stronger Data Validation

## What Stays the Same

CIP Codes

Your district course codes



# A BIG THANK YOU!!!!

- ▶ THANK YOU to the CEDARS STAKEHOLDERS!!!!
  - Auburn
  - Clover Park
  - Everett
  - Lake Washington
  - Mukilteo
  - Northshore
  - Spokane
  - Other districts periodically
  - Mark Schultz (WSIPC), Dean Taylor (School Master), and Val Nelson (VNA Solutions)
- ▶ All *good* features are because of these great allies!!



# CEDARS Resources

- ▶ Customer Support

(360) 725-6371 or  
(800) 725-4311

[customersupport@k12.wa.us](mailto:customersupport@k12.wa.us)

Data Manual and Appendices and Supporting Documents

<http://www.k12.wa.us/CEDARS/default.aspx>

- ▶ Feasibility Study report to the Legislature

- ▶ <http://www.k12.wa.us/LegisGov/2009documents/DataFeasibilityReport.pdf>



# Questions & Answers

- ▶ This presentation and session recording will be posted to the K12 web site at <http://www.k12.wa.us/CEDARS/Training.aspx>
  
- ▶ We will also post questions and answers:
  - That are asked/answered during the session
  - That we did not get to during the session
  - That we receive after the session