

**Florida Department of Education
Education Information and Accountability Services/
Educational Data Systems**

**Comprehensive Management Information System
Automated Student Reporting Format**

2001-2002 Exceptional Student Program

1. Submit this record in reporting periods 2 and 3 for each Exceptionality (primary and other) for which a student is eligible to be served during the October FTE Survey Period or the February FTE Survey period.
2. KEY FIELDS: The key fields for this format are item numbers 1, 2, 3, 4, 5 and 17. If a key field needs to be changed, the record must be deleted and re-submitted as an add.

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2001-2002 EXCEPTIONAL STUDENT PROGRAM

FIELD CHARACTERISTICS: A = Alphabetic only A/N = Alphanumeric N = Numeric only Z = Zoned Numeric P = Packed decimal R = Right justified leading zeros L = Left justified	TAPE CHARACTERISTICS: 9 Track (odd Parity) 1600 or 6250 BPI, EBCDIC Label Information _____ Record size _____ Block size _____	Date: April 2001 Effective Date: July 2001 Format No.: 6489 Record Type: 1 of 1 Activity No.: DB9 12B
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Item Number	From-To	Size	Field Char.	Field Description								
1	1-2	2	N/R	District Number, Current Enrollment								
				The two digit number for the current school district in which the student is officially enrolled for graduation. See <u>DOE Information Data Base Requirements: Volume I - Automated Student Information System, Appendix C</u> , for acceptable codes.								
2	3-6	4	A/N/R	School Number, Current Enrollment								
				The state assigned four digit school number in which the student is officially enrolled for graduation during the current school year.								
				<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;"><u>Number</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>Definition</u></th> </tr> </thead> <tbody> <tr> <td>0001-9899</td> <td>District school sites assigned a unique number in the state Master School ID File.</td> </tr> <tr> <td>N998</td> <td>DPS/MIS reporting number for home education setting.</td> </tr> <tr> <td>N999</td> <td>DPS/MIS reporting number for out-of-state or PK-12 non-public in-state schools.</td> </tr> </tbody> </table>	<u>Number</u>	<u>Definition</u>	0001-9899	District school sites assigned a unique number in the state Master School ID File.	N998	DPS/MIS reporting number for home education setting.	N999	DPS/MIS reporting number for out-of-state or PK-12 non-public in-state schools.
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N998	DPS/MIS reporting number for home education setting.											
N999	DPS/MIS reporting number for out-of-state or PK-12 non-public in-state schools.											
3	7-16	10	A/N	Student Number Identifier, Florida								
				A code used to uniquely identify a student. The number must be maintained for all PK-12 students, adult general education students, and postsecondary vocational students.								
(CONTINUED ON NEXT PAGE)												

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				<p><u>If the student has a social security number, the Student Number Identifier, Florida equals the social security number followed by a "X".</u></p> <p>nnnnnnnnX Example123456789X</p> <p>If a student <u>does not</u> have a social security number, the school district should assign a number using the common method statewide.</p> <p><u>First 2 Digits</u></p> <p>NN For any student entering a Florida school district for the first time who does not have a social security number, the first two digits will represent the district of initial entry into the Florida School System.</p> <p><u>Last 8 Digits</u></p> <p>NNNNNNNN The last eight digits are district-defined in such a way as to result in a unique student number within the district where the number is originally assigned.</p> <p>See Data Element Number 175625 of the <u>DOE Information Data Base Requirements: Volume I -- Automated Student Information System</u> for more information.</p>						
4	17-17	1	A/N	<p>Survey Period Code</p>						
				<p>A code representing one of the state reporting periods.</p> <table data-bbox="690 1575 941 1701"> <thead> <tr> <th><u>Code</u></th> <th><u>Definition</u></th> </tr> </thead> <tbody> <tr> <td>2</td> <td>October</td> </tr> <tr> <td>3</td> <td>February</td> </tr> </tbody> </table>	<u>Code</u>	<u>Definition</u>	2	October	3	February
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5	18-21	4	N	Fiscal Year
				The state fiscal year (running from July 1 through June 30) for which the reported data are applicable. NNNN Example: 8788 Fiscal Year July 1, 1987 through June 30, 1988
6	22-24	3	A/N	Filler
7	25-30	6	A/N	Filler
8	31-36	6	A/N	Filler
9	37-37	1	A	Exceptional Student Placement Status
				A code defining the eligibility and placement status of the exceptional student for each exceptional student program. <u>Code</u> <u>Definition</u> P Determined eligible and placed T Temporarily placed Note: The temporarily placed code (T) would be updated to P or I within six months of temporary assignment. See Rule 6A-6.0334, FAC.
10	38-41	4	A/N	Filler
11	42-47	6	A/N	Filler
12	48-48	1	A	Transaction Code
				A code indicating the appropriate action to be taken with respect to the district's data base reporting record. <u>Code</u> <u>Definition</u> A Add Record C Update Record D Delete Record

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Item Number	From-To	Size	Field Char.	Field Description
13	49-56	8	A/N	Referral Date
				<p>The date the student was referred for evaluation/assessment.</p> <p>For Exceptional Student Education: The date the student was referred for evaluation to determine the student's eligibility for <u>each</u> special program.</p> <p>MMDDYYYY</p> <p>Example: 09241987 The student was referred for evaluation/assessment on September 24, 1987.</p>
14	57-64	8	A/N	Evaluation Completion Date
				<p>The date the applicable initial evaluation procedures prescribed in Rules 6A-6.03011 through 6A-6.03026, FAC, are completed for the purpose of determining a student's eligibility for each special program.</p> <p>MMDDYYYY Date evaluation procedures completed</p> <p>Example: 10151988 = October 15, 1988</p>
15	65-72	8	A/N	Exceptional Student Placement Date
				<p>The date the student was first enrolled in the class, course or service prescribed in the Individual Education Plan (IEP), Family Support Plan (FSP) or Education Plan (EP).</p> <p>Except for students age birth through two who have an interim FSP, placement date occurs <u>after</u>:</p> <ol style="list-style-type: none"> 1) eligibility staffing; 2) ESE administrator or designee verifies the staffing committee's recommendation regarding students eligibility. <p>(CONTINUED ON NEXT PAGE)</p>

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				<p>3) the development of the IEP/FSP/EP; and 4) parent is provided informed notice and gives written consent.</p> <p>MMDDYYYY Example: 03251987 The student was placed in the program on March 25, 1987</p>												
16	73-80	8	A/N	Exceptional Student Eligibility Determination Date												
				<p>The date the eligibility or ineligibility determination for each ESE program was verified by the ESE administrator or designee. This occurs after eligibility staffing that is documented by a staffing report in which the staffing committee made a recommendation regarding the student's eligibility or ineligibility.</p> <p>MMDDYYYY Date eligibility determination Example: 10011986 = October 1, 1986</p>												
17	81-81	1	A	Exceptionality												
				<p>A code to identify each exceptionality including the primary exceptionality and all other exceptionalities for any child or youth enrolled in or eligible for enrollment in the public schools of a district who requires special instruction of related services to take full advantage of or respond to educational programs and opportunities because of a physical, mental, emotional, social or learning exceptionality. The codes to be used follow:</p> <table style="margin-left: 40px;"> <thead> <tr> <th><u>Code</u></th> <th><u>Exceptionality</u></th> </tr> </thead> <tbody> <tr> <td>A</td> <td>Educable Mentally Handicapped</td> </tr> <tr> <td>B</td> <td>Trainable Mentally Handicapped</td> </tr> <tr> <td>C</td> <td>Orthopedically Impaired</td> </tr> <tr> <td>D</td> <td>Occupational Therapy</td> </tr> <tr> <td>E</td> <td>Physical Therapy</td> </tr> </tbody> </table> <p>(CONTINUED ON NEXT PAGE)</p>	<u>Code</u>	<u>Exceptionality</u>	A	Educable Mentally Handicapped	B	Trainable Mentally Handicapped	C	Orthopedically Impaired	D	Occupational Therapy	E	Physical Therapy
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