

Weekly Wave

Data & Information Systems



OKLAHOMA
Education



Updates

- Wave Login
 - Steps
 - Guidance
 - Reminders
 - New Users

Phone calls/Voicemails/Emails

- We are experiencing a high number call/email/voicemail
 - Turnaround time **is still 24-72 hours**
- You will get a response through email or phone
- **All emails and voicemails are typically answered in the order they are received**
 - Please try not to email us multiple times about the same issue.

Updates

- Wave Reports
 - FQSR
- Guidance available under Documents & Guides
 - Also found on the report under instructions

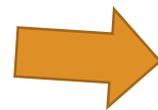
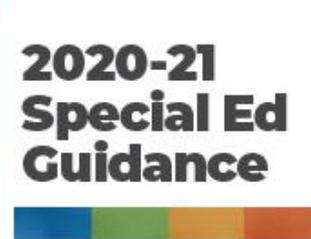
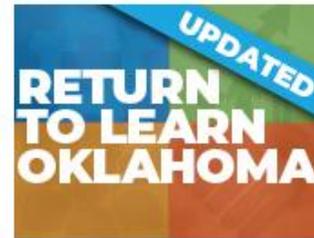
Overview

- Report is currently open and due on October 31, 2020
 - Certification Process: October 1 – October 31, 2020
 - Accreditation is still due October 15.
- Report collects student-level demographic information for students **enrolled** on or as of October 1
 - Used for state and federal reporting

How to access the October 1 Report

- Found on Single Sign On → SDE Website

On Spotlight

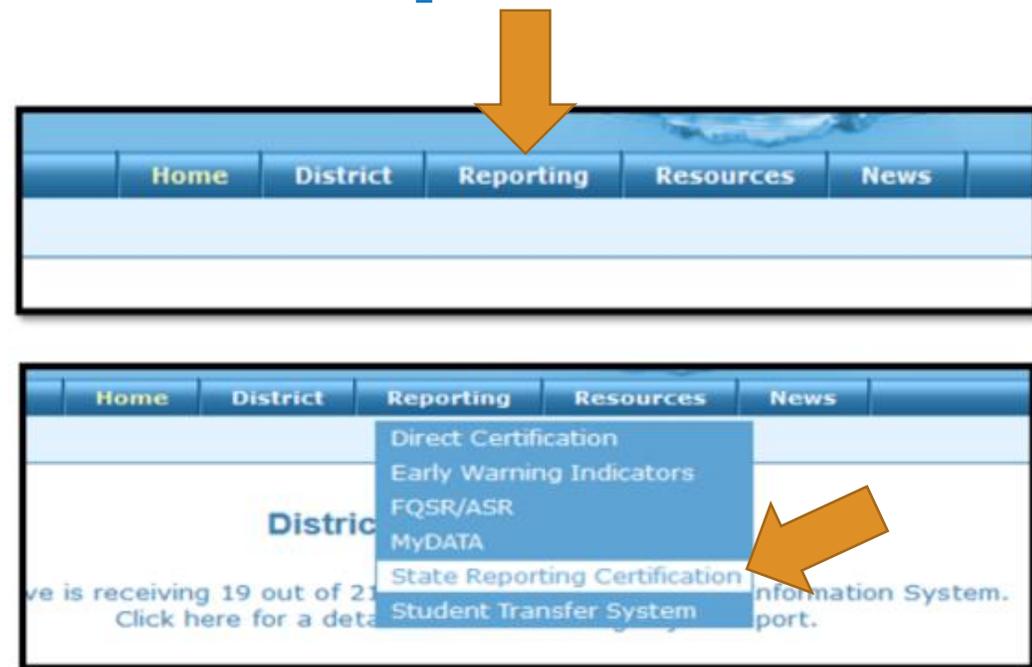


How to access the October 1 Report

- Found on Single Sign On



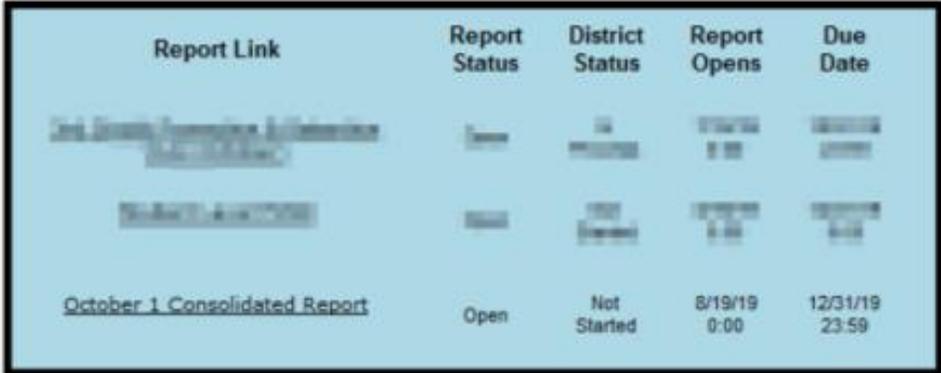
Screenshot of Single Sign On above



Screenshots of The Wave's Portal above

How to access the October 1 Report cont.

- Found on Single Sign On



A screenshot of a report selector table with a light blue background and a black border. The table has five columns: Report Link, Report Status, District Status, Report Opens, and Due Date. The 'October 1 Consolidated Report' row is highlighted in white.

Report Link	Report Status	District Status	Report Opens	Due Date
2nd Grade Reporting & Assessment	Open	In Progress	8/19/19 8:00	12/31/19 23:59
3rd Grade Reporting & Assessment	Open	In Progress	8/19/19 8:00	12/31/19 23:59
October 1 Consolidated Report	Open	Not Started	8/19/19 0:00	12/31/19 23:59

Screenshot of The Wave's Portal Report Selector above

Guidance

- Available in two places:
 - Online on SDE's website → Resources → Student Information → Documents & Guidance

Report Specific:

- [FQSR/ASR Guidance](#) | [Webpage](#) | [Videos](#) | Last updated May 2020
- [October 1 Consolidated Report Guidance](#) | [Webpage](#) | Last Updated September 2020 **Updated**

Guidance

- Available in two places:
 - Online on the Wave when reviewing the report → “General Instructions”

REMINDER:

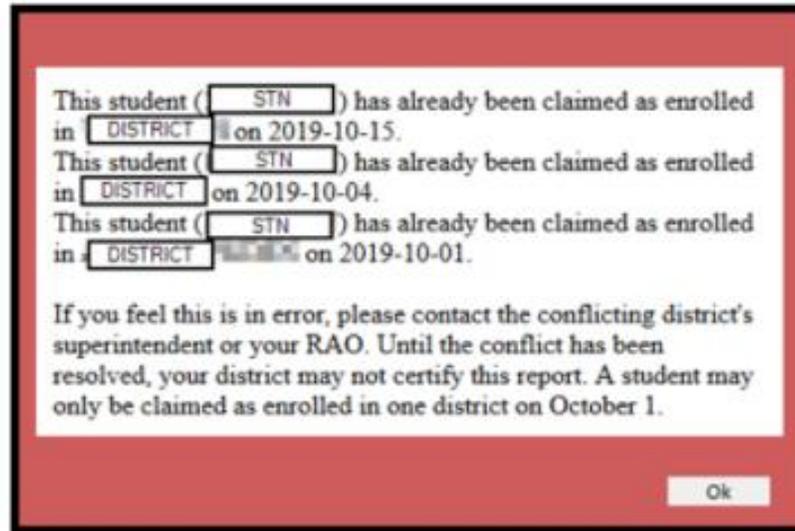
It is not expected for the October 1 Report to be confirmed or certified before October 1.

If a site in your district is listed as being in the Confirmed status, this site will need to be released as the report data is now locked and no further updates will be reflected.

October 1 Consolidated User Guidance: <https://sde.ok.gov/october-1-consolidated-report>

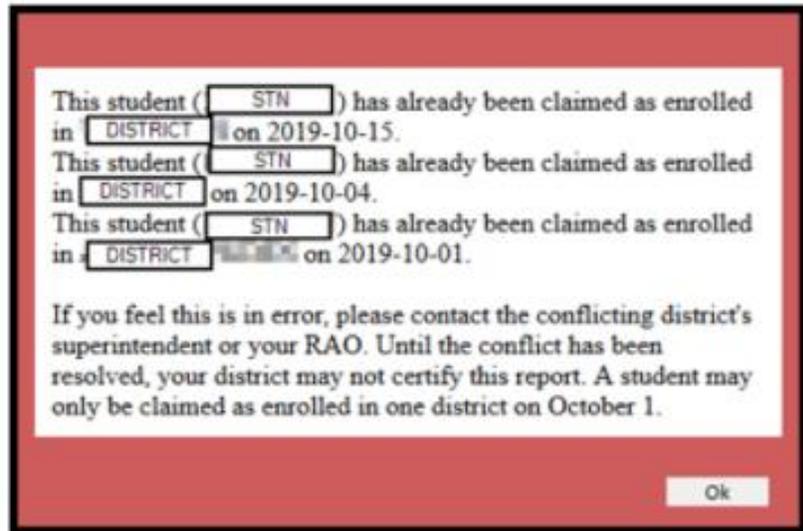
What's New

- New Certification Layer
 - Additional ownership check
- Will ensure students are only counted **once** across the state

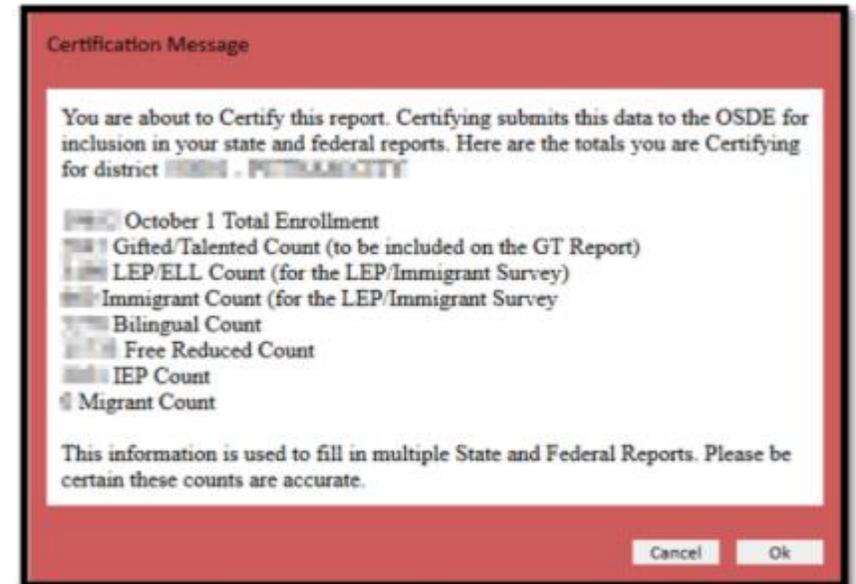


What's New

- Check for enrollment conflicts, if found, you will see this message



Else, this'll appear



Screenshot of the October 1 certify district enrollment totals

Report Certification Steps

1. Make sure there are no ownership conflicts or STN wizard issues. Also review your districts errors
 - Widget is available on the Wave homepage

Error/Issues	
STN Wizard	1,231
Ownership Wizard	636
Data Validation Wizard	58,209

Report Certification Steps

2. Review the students in Find Missing Students

- Some exclusions are okay. Example: 3 year old Pre-K student awaiting eligibility determination
- List of common issues and steps to correct it can be found on the Report Guidance → Common October 1 Issues

Data Validation Wizard Issue	District Ownership Wizard Issue	SIN Wizard Issue
Has Issues		Has Issues
Has Issues		
Has Issues		
Has Issues		

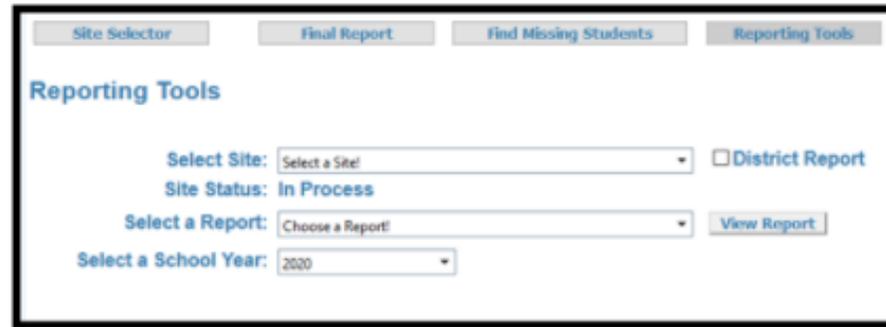
LunchEligibilityDetermination
NA
NA
NA
NA

Screenshots of example Find Missing Students data issues above

Report Certification Steps

3. Review the reports through Reporting Tools

- “Reporting Tools” has 11 different reports to review
 - Enrollment by grade level, bilingual comparison counts, etc.



The screenshot displays a web interface for 'Reporting Tools'. At the top, there are four tabs: 'Site Selector', 'Final Report', 'Find Missing Students', and 'Reporting Tools', with the last one being active. Below the tabs, the title 'Reporting Tools' is shown. The interface includes several input fields: 'Select Site:' with a dropdown menu showing 'Select a Site'; 'Site Status:' with the text 'In Process'; 'Select a Report:' with a dropdown menu showing 'Choose a Report!'; and 'Select a School Year:' with a dropdown menu showing '2020'. There is also a checkbox labeled 'District Report' and a 'View Report' button.

Screenshot of Reporting Tools above

Report Certification Steps

4. Review the report

- Ensure student demographic information is correct
- Special care to review your EL students
 1. Recently arrived students are enrolled properly (Entry Code of: 1838, 1839, or 1840)
 2. Students that exited in SY 20-21 **should not** appear as 1st year proficient until next SY

Report Reminders

- October 1 is used to populate the Gifted and Talented Report
- RAOs will review your bilingual counts for their annual audit
 - Will review Home Language Surveys of **new** students
 - For specific questions related to that process call, 405-521-2846 (Federal Programs)

Report Confirmation/Confirmation

- Once staff has confirmed numbers, principal will press confirm

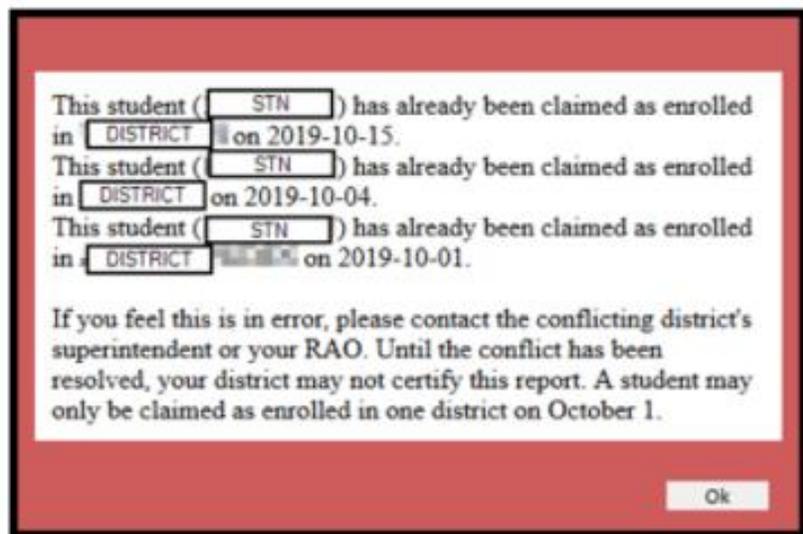


- If corrections need to be made, superintendent will release.
- Once all site(s) are in the “confirmed” status, report can be certified

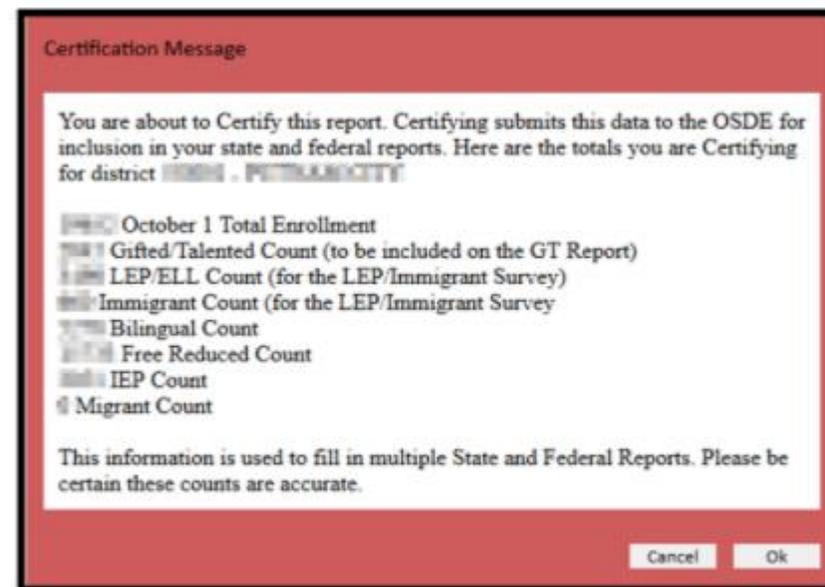
Report Link	Report Status	District Status	Report Opens	Due Date
2019-2020 Consolidated Report	Open	Not Started	8/19/19 0:00	12/31/19 23:59
2018-2019 Consolidated Report	Open	Not Started	8/19/19 0:00	12/31/19 23:59
October 1 Consolidated Report	Open	Not Started	8/19/19 0:00	12/31/19 23:59

Certification

- If enrollment conflicts exist, you will see this message



- Else, this'll appear



Screenshot of the October 1 certify district enrollment totals

Questions

- StudentDataInfo@sde.ok.gov
- <https://sde.ok.gov/student-information-documents-and-guides>