

Demographic Overlay FAQs – Spring 2019

The Office of Accountability

What is the Demographic Overlay Report?

The Demographic Overlay is a report completed in the spring to certify demographic data that will be used for Assessment and Accountability. This report certifies the following information: Gender, IEP/504 status, EL status, EL 1st/2nd year proficient, Migrant, Title X (Homeless), Economically Disadvantaged status, Ethnicity/Race, Military, Foster, Most Recent Exit Date, and Teacher names for class reports.

Where can I find the report?

This report can be completed in The Wave's Portal under State Reporting Certification.

How is this report populated?

This report is a **current** view of the demographic information submitted by your local Student Information System (SIS) to the Wave. Any changes that need to occur to your data should take place in your SIS, and will be refreshed in the report in 24 hours. *Please note that Teacher Name ONLY, can be updated on the report screen. Please see below for more information on how to update Teacher Name.

Who should be in this report?

All students from KG – 12 that's been enrolled in your school should be in this report regardless of when they exited.

What should I check first when looking at this report?

We recommend that you begin your review of the report with the "Find Missing Students" Tab. This will display any students for which there is currently a validation error. Once the error has been corrected in your local SIS, the record will move from "Find Missing Students" to the "Final Report" screen. Note that some students may remain in the "Find Missing Students" Tab if they have a Basis of Admission code that excludes them from State Reporting.

IEP/504 status for some of my students are not showing up correctly, what should I do?

- a. Check with EdPlan to make sure that the students are showing up correctly on their end since this is being pulled from them. If the student is showing up correctly, please contact the Office of Accountability at accountability@sde.ok.gov

ELA, Math, Science and US History columns aren't showing the correct test type that the student took (i.e., student took a large-print test but in the report it just shows Paper), what do I do?

This portion of Demographic Overlay will not overwrite any values on the test. Schools can ignore this. This information was certified during Pre-Code.

Where is the foster indicator being pulled from because we're not tracking this in our SIS?

This information is collected from DHS.

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Is this where NFAY/FAY status are being pulled from?

NFAY status is displayed during the Assessment Correction window and it is not a part of the Demographic Overlay report.

How do I update the Teacher name?

You can review the teacher assignment within your SIS. The Teacher name is the **only** field that can be updated in the report in SSO, but we recommend attempting to resolve in your SIS first and only updating within the report as a last measure. Save these corrections for last! Updating information in the report application will **freeze** your data. This removes the ability to update information in your SIS to then be refreshed in the report. Teacher names must be manually corrected in the “On Screen Data Entry” tab in the report. **We recommend checking all other fields for accuracy first.**

When is this report due?

A snapshot will be taken **on April 29, 2019**. This is the final snapshot date for demographics to be used for assessment records. No updates to demographics after this date will be reflected in students’ assessments. Please ensure that your data for those students in testing grades are accurate prior to April 29. The report will close on **June 30, 2019**. Thus, you will be able to view any updates made in your SIS after the snapshot date by viewing the report. Again, these updates **will not be reflected** in state assessment reports. Those reports will use the data as is from **April 29**.