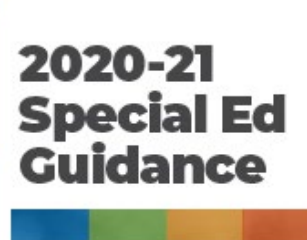# October 1 Report

SY 2021-22

Overview

- Report is scheduled to open September 13, 2021
  - Review Process: September 13, 2021 – September 30, 2021
  - Certification Process: October 1 – November 1, 2021

- Report collects student-level demographic information for students **enrolled** on or as of October 1
  - Used for state and federal reporting

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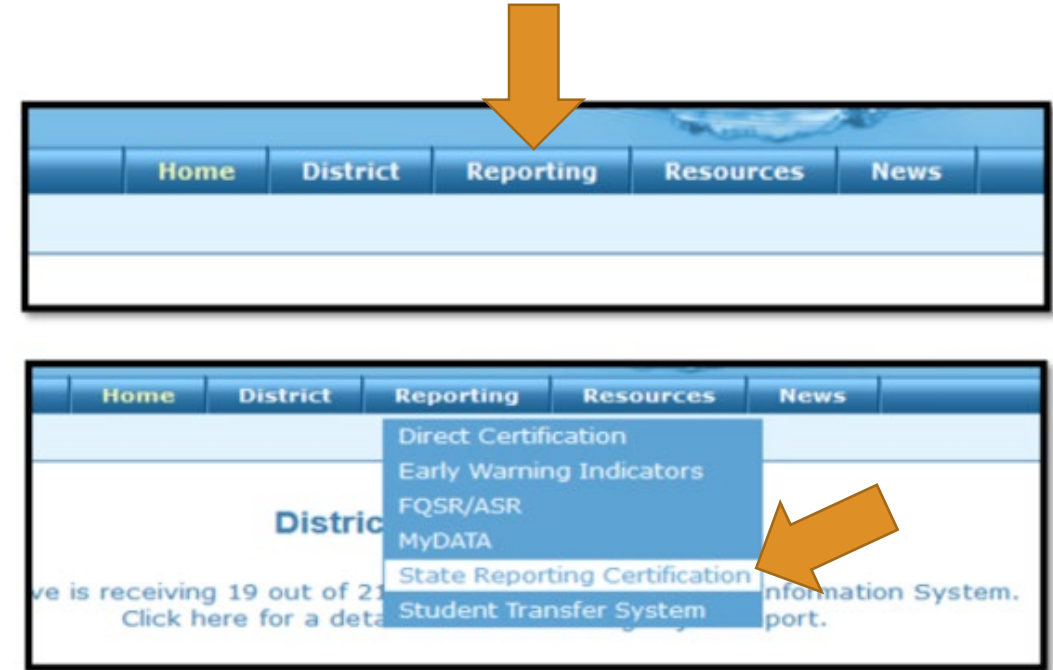# How to access the October 1 Report

- Found on Single Sign On → SDE Website

How to access the October 1 Report

- Found on Single Sign On

Home / Applications
Applications

These are your current applications

The Wave's portal.
- Administrators
- Registered Users

No District Association

Screenshot of Single Sign On above

Home	District	Reporting	Resources	News

Home	District	Reporting	Resources	News

Direct Certification
Early Warning Indicators
FQSR/ASR
MyDATA
State Reporting Certification
Student Transfer System

Distric

ve is receiving 19 out of 21
Click here for a deta

nformation System.
port.

Screenshots of The Wave's Portal above

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How to access the October 1 Report cont.

• Found on Single Sign On

Report Link	Report Status	District Status	Report Opens	Due Date
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

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Guidance

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

Report Specific:

- FQSR/ASR Guidance | <u>Webpage</u> | <u>Videos</u> | Last updated May 2020
- October 1 Consolidated Report Guidance | <u>Webpage</u> | Last Updated September 2020 **Updated**

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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

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What's New

- Inclusion of the Gender, "Unknown" in all reports found in reporting tools
    - Valid options are now: (M, F, U)

GRADE	Hispanic		
	M	F	U
Pre K 3 (1/2 day)	0	0	0
Pre K 3 (full day)	0	0	0

OKLAHOMA Education

What's New

- Consolidation of the Race/Ethnicity columns
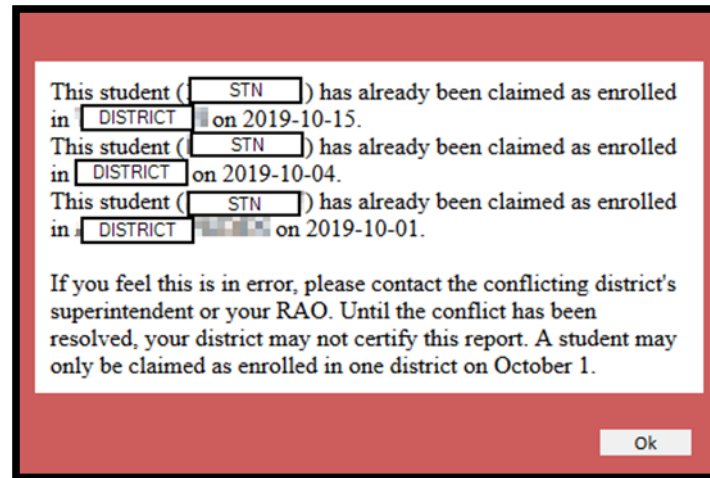 - From 6 columns to 1

What's New

- Additional Columns added
  - English Learner
  - EDPlan IEP

What's New

- 4 other cosmetic updates
  - Updating language referencing reports no longer collected, or adjustments for new abbreviations (ELL to EL), etc.
  - Spelling out of abbreviations
    - FTPT = Full/Part Time Status
    - ELL to EL (affects 3 columns)

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Education

What's New

- Ownership conflict on report pop up @ confirmation level **and** certification
  - Previously only occurred at certification
  - Needed to ensure students are only counted **once** across the state.

This student ([STN]) has already been claimed as enrolled in [DISTRICT] on 2019-10-15.
This student ([STN]) has already been claimed as enrolled in [DISTRICT] on 2019-10-04.
This student ([STN]) has already been claimed as enrolled in [DISTRICT] on 2019-10-01.

If you feel this is in error, please contact the conflicting district's superintendent or your RAO. Until the conflict has been resolved, your district may not certify this report. A student may only be claimed as enrolled in one district on October 1.

Ok

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Report Certification Steps

1. Check the Wizards – Overview is available on the Wave homepage
   1. Ownership (SSO, Wave *until 12-31-2021*)
   2. STN System (SSO)
   3. Data Validation (Wave)

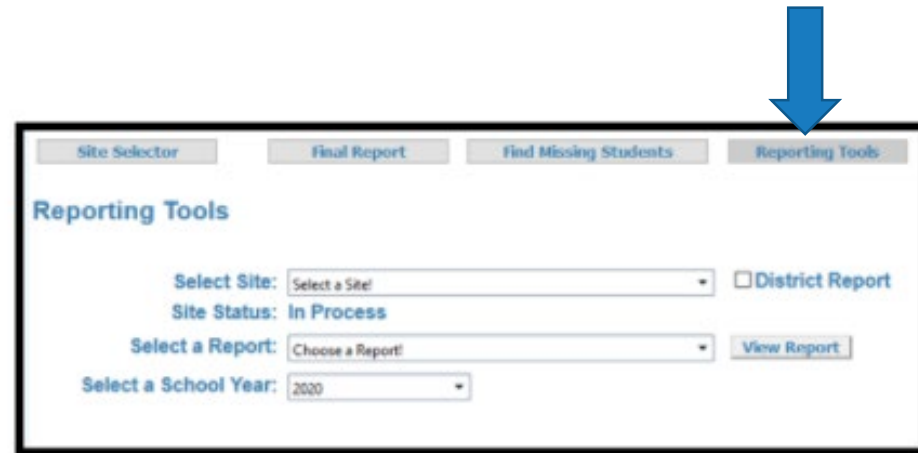| Error/Issues	
STN Wizard	1,231
Ownership Wizard	636
Data Validation Wizard	58,209

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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 with a basis of admission of PK3
   - Common issues and steps to correct it can be found on the October 1 Report Guidance → Common October 1 Issues

Screenshots of example Find Missing Students data issues above

Report Certification Steps

3. Review the reports via the "Reporting Tools" tab
   - "Reporting Tools" has 12 different reports to review
     - Enrollment by grade level, bilingual comparison counts, etc.

Screenshot of Reporting Tools above

Report Certification Steps

4. Review the report
   - Ensure that **all 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 school year 21-22 **should not** appear as 1st year proficient until following school year

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Report Reminders

- October 1 is used to populate the Gifted and Talented Report
  - The report **must** be certified for student counts to pre-populate

- RAOs will review your bilingual counts for their annual audit
  - They will review the Home Language Surveys of **new** students
    - For specific questions related to that process call, 405-521-2846 (Federal Programs)

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Report Confirmation/Confirmation

- A site principal will press confirm once the report is complete
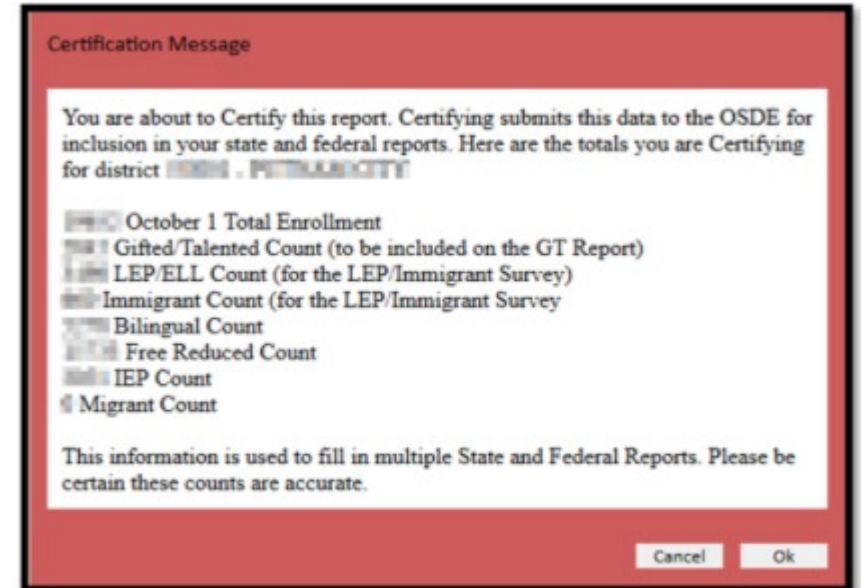

- If corrections need to be made, the superintendent will release.

- Once all site(s) are in the "confirmed" status, the report can be certified by the superintendent

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Confirm/Certification

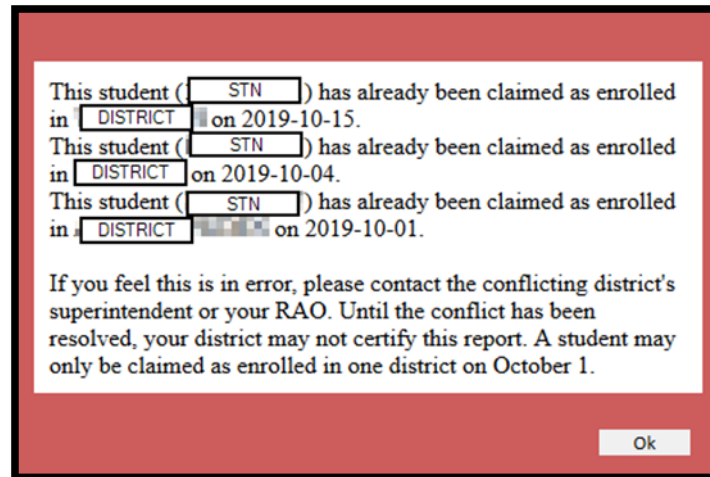- If enrollment conflicts exists, you will see this message
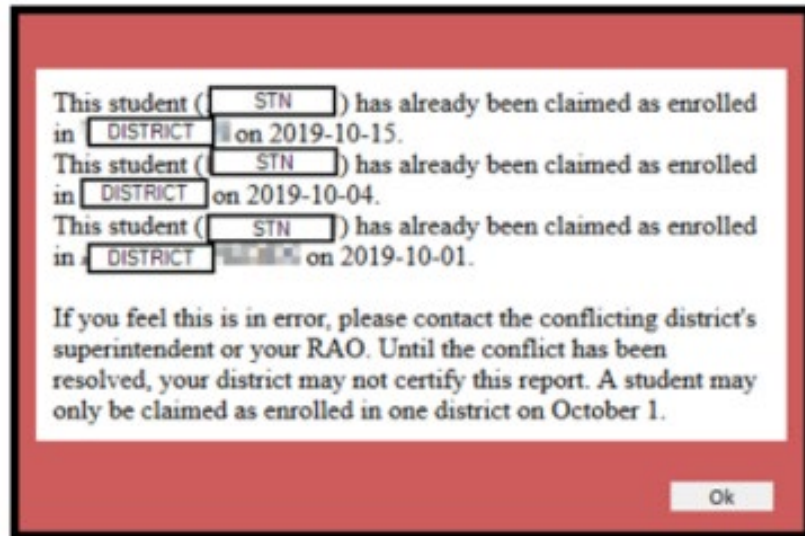
Else, this'll appear

Screenshot of the October 1 certify district enrollment totals

Confirmation and Certification

- The student's State Testing Number (STN)
- The district that has the student on their October 1 Report
- The date they have the student listed as enrolled

Questions

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

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