

O A S I S
On-Line Alaska School Information System

FALL 2010 OASIS
DATA HANDBOOK FOR
SCHOOLS AND DISTRICTS

Due Date: November 5, 2010



Table of Contents

Fall 2010 OASIS Handbook Updates	3
New Data Elements.....	3
Changes to Existing Data Elements.....	3
Instructions.....	4
Data Elements	5
Record Layout.....	12
Appendix A: District and School Numbers	14
Appendix B: 4 AAC 07.060 Student Records	29
Appendix C: Race/Ethnicity Definitions and Guidance	30
Race / Ethnicity Definitions.....	30
New Race/Ethnicity Codes - EED Guidance.....	31
Appendix D: Environment (Placement) Codes for Special Education Students	32
Educational Environments of Children with Disabilities Ages 3-5	32
Educational Environments of Children with Disabilities Ages 6-21	33
Appendix E: State Report Manager (SRM) System Submission Process.....	36
Appendix F: State Report Manager (SRM) System Validation Rules.....	41
Appendix G: A Guide to Frequently Asked Questions.....	43
Appendix H: Student Count Calendars 2010.....	44

Fall 2010 OASIS Handbook Updates

New Data Elements

Element 28 - First Time Ninth Grader

Changes to Existing Data Elements

Element 19 – New Preschool Special Education Environments (LRE)

Instructions

1. Districts must submit a complete set of data elements defined in this data handbook for any student enrolled at any point during the 20 day count period.
2. Submission of this file must be completed using the State Report Manager (SRM) web link: <https://spea.eed.alaska.gov/srm>. See Appendix D for login and additional information.
 - a. SRM allows submission in these formats:
 - i. Tab delimited (.txt)
 - ii. Comma delimited (.csv)
 - iii. SIF format
 - b. Successful submission requires utilization of exact field headers. A copy of this header is located in Appendix E. Additionally, an Excel file containing this header may be downloaded on the EED Web site at: <http://www.eed.state.ak.us/forms/SearchAction.cfm>

Note #1: 4 AAC 07.060 (a) (7) states that the AK Student Identifier must appear in each electronic record containing student-level information that is reported to the department. Please see Appendix B to view specific regulation.

Note #2: If an exchange file is created using the Comma Separated Values (CSV) format and some data fields contain commas, the integrity of the exchange file will be compromised. A program uploading a CSV file interprets each comma as a field delimiter within each record and expects each record to contain the same number of commas. When a data field contains a comma, as in “Smith, Jr.” the import program considers that comma between “Smith” and “Jr.” as the demarcation of a new field. The solution is to strip-out all commas at the time the exchange file is created. An alternative is to use tabs instead of commas as field delimiters.

Data Elements

Status	Field #	Element Name				
Required	1	<p>Alaska Student Identification Number</p> <p>Student's unique Alaska Student Identification Number. No student data will be accepted without a valid ID number.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;"><u>Example</u></td> <td style="width: 50%; border-bottom: 1px solid black;"><u>Description</u></td> </tr> <tr> <td>999999</td> <td>Leading zeros are no longer required</td> </tr> </table>	<u>Example</u>	<u>Description</u>	999999	Leading zeros are no longer required
<u>Example</u>	<u>Description</u>					
999999	Leading zeros are no longer required					
Optional	2	<p>District Student Identification Number</p> <p>Unique student identifier the school districts use internally to identify individual students. NOTE: THIS NUMBER IS NOT TO BE CONFUSED WITH THE ALASKA STUDENT IDENTIFICATION NUMBER</p>				
Required	3	<p>Student Name – Last*</p> <p>Student's last name.</p>				
Required	4	<p>Student Name – First*</p> <p>Student's first name.</p>				
Optional	5	<p>Student Name – Middle*</p> <p>Student's middle name or initial. * Do not include Jr., Sr., II, III, etc. or commas. If you do, the Student ID System will not match and will result in an error message being generated in Edit Report.</p>				
Optional	6	<p>Name Suffix</p> <p>An appendage, if any, used to denote an student's generation in his family (e.g., Jr., Sr., II, III).</p>				
Required	7	<p>City/Town/Village</p> <p>Name of the city, town, or village where the student lives.</p>				
Required	8	<p>Zip Code</p> <p>Zip or postal code where the student lives, <i>excluding delimiters or blank spaces.</i></p>				

Status	Field #	Element Name
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Example
99801

Required 9 **Birth Date**

Student's date of birth.
Format: MM/DD/YY or MM/DD/YYYY

Required 10 **Gender**

Code indicating the sex or gender of the student.

<u>Code</u>	<u>Description</u>
F	Female
M	Male

11 **Race or Ethnicity**

Racial or ethnic background of the student.

<u>Code</u>	<u>Description</u>
1	White (Caucasian)
2	African American
3	Hispanic
4	Asian
5	American Indian
6	Alaska Native
7	Two or more races
8	Native Hawaiian or Pacific Islander

Required 12 **School Identification Number**

School code assigned by EED. The first two digits represent the district number while the last four digits represent the school number.

If you are reporting students who are only receiving SPED services, code the student to district office. (example: a student receives all their educational services at a private school, but comes to a public school to receive SPED services)

See Appendix A for school IDs.

Status	Field #	Element Name
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Required	13	Student Grade Level
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Grade level of the student.

<u>Code</u>	<u>Description</u>
PK*	Pre-Kindergarten
KG	Kindergarten
01	First grade
02	Second grade
03	Third grade
04	Fourth grade
05	Fifth grade
06	Sixth grade
07	Seventh grade
08	Eighth grade
09	Ninth grade
10	Tenth grade
11	Eleventh grade
12	Twelfth grade

*Include all PK students (even if not being funded). Set the FTE for these students to zero.

Required	14	FTE Enrollment Level (FTE Percent)
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Full-time or part-time enrollment status of the student expressed in full-time equivalent (FTE) percentage. The FTE reported is for the most recent 20-day Foundation Formula count period as specified by AS 14.17.600. The decimal must be included.

<u>Example</u>	
1.00	(full-time)
0.75	(3/4 time)
0.50	(1/2 time)
0.25	(1/4 time)
0.00	(PK not receiving SPED services)

Required	15	Days in Membership During Student Count Period
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Total number of Days in Membership that the student was enrolled in the district during the most recent 20-day Foundation Formula count period as specified by AS 14.17.600 (in whole numbers).

Status	Field #	Element Name
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The count period starts on Monday, September 27th and ends on Friday, October 22nd.

Required 16 **Intensive Level of Funding (Special Education)**

Indicates whether the student meets the criteria listed under **4 AAC 52.700** to be claimed for special education funding at the Intensive level on **October 22**.

<u>Code</u>	<u>Description</u>
Y	Student meets criteria for Intensive Funding
N	Student does not meet criteria for Intensive Funding

Required 17 **October 1 Count**
Was this student enrolled on October 1, 2010?

Required 18 **Disability**
Used to identify all children with disabilities who are being served under the IDEA, Part B program. If you choose code 00, please do not include a code in field 19.

<u>Code</u>	<u>Description</u>
00	Not receiving Special Education services
02	Cognitive Impairment
03	Hearing Impaired – Includes Deaf
04	Speech or Language Impairments
05	Visual Impairments
06	Emotional Disturbance
07	Orthopedic Impairments
08	Other Health Impairments
09	Specific Learning Disabilities
10	Deaf-Blindness
11	Multiple Disabilities
12	Autism
13	Traumatic Brain Injury
14	Developmentally Delayed

Conditional 19 **Special Education Environment**

Code representing the environment where the student receives their special

Status	Field #	Element Name
		education services. Include this code for every child with disabilities that is being served under the IDEA, Part B program.

Codes 40 – 48 are for children ages 3-5 only. See Appendix D for detailed information. Note: Kindergarteners who are 5 on October 1 should use this code set.

All the students previously reported in codes 20-22 will now go into codes 40-43. These definitions have changed so there is no mapping path from the old codes to the new codes. The old codes 23-27 have equivalent categories in the new category structure. See below to learn how you can map the old 23-27 to the new codes 44-48.

<u>Code</u>	<u>Description</u>
40	Attends a regular early childhood program at least <u>10 hrs per week</u> and receives the majority of hours of special education and related services <u>in the regular early childhood program</u> .
41	Attends a regular early childhood program <u>at least 10 hrs per week</u> and receives the majority of hours of special education and related services <u>in some other location</u> .
42	Attends a regular early childhood program <u>less than 10 hrs per week</u> and receives the majority of hours of special education and related services <u>in the regular early childhood program</u> .
43	Attends a regular early childhood program <u>less than 10 hrs per week</u> and receives the majority of hours of special education and related services <u>in some other location</u> .
44	Attends a special education program in a <u>separate special education class</u> (not in any regular early childhood program). Same as old code 23.
45	Attends a special education program in a <u>separate school</u> (not in any regular early childhood program). Same as old code 24.
46	Attends a special education program in a <u>residential facility</u> (not in any regular early childhood program). Same as old code 25.
47	Attends neither a regular early childhood program nor a special education program and receives the majority of hours of special education and related services at <u>home</u> . Same as old code 27.
48	Attends neither a regular early childhood program nor a special education program and receives the

Status	Field #	Element Name
		majority of hours of special education and related services at the service provider location or some other location not in any other category. Same as old code 26.

Codes 28 – 35 are for children ages 6-21 only. See Appendix D for detailed information. Note: Kindergarteners who are 6 on October 1 should use this code set.

<u>Code</u>	<u>Description</u>
28	Inside Regular Class 80% or more of the day
29	Inside Regular class 40% - 79% of the day
30	Inside Regular class less than 40% of the day
31	Separate School Facility
32	Residential Facility
33	Homebound/Hospital
34	Served in a Correctional Facility
35	Parentally placed in Private School

There are federal Q&A documents regarding SPED Environment that may be helpful at: <https://www.ideadata.org/618DataCollection.asp>.

Required 20 **October 1 Children With Disabilities Child Count**

Was this child being served in your district under IDEA, Part B by October 1, 2010?

If this child is being served in two or more schools in your district, indicate “Yes” in only the one school where they actually received services.

Please note that this is a different count than the October 1 count in field 23 and is only used to calculate your Federal Child Count (unduplicated count of children being served under IDEA, Part B by October 1).

A “No” in this field does not impact your district funding.

Required 21 **Limited English Proficient (LEP) Student**

Indicates whether or not the student has been identified as a Limited English Proficient (LEP) student.

<u>Code</u>	<u>Description</u>
N	Potential LEP student who was assessed for identification, but not identified as LEP because he or she scored at the proficient level in all domains or speaking, listening, reading, and writing.
L1	First year of identification as an LEP student. Student meets

Status	Field #	Element Name
		definition of LEP and has scored at some point below the proficient level on a state-approved assessment of English language proficiency (either an identification assessment and/or the annual ELP assessment).
	LP	Student has been identified as LEP in a previous school year and has not yet scored proficient on the state-approved assessment of English language proficiency.
	LT	LEP student who has scored at the proficient level on the state-approved assessment of English language proficiency during the current school year.
	M1	First year of monitoring for former LEP student. The student should have had a code of LT in the previous school year.
	M2	Second year of monitoring for a former LEP student. Student should have had a code of M1 in the previous school year.
	X	Not identified or considered to be an LEP student.

Required 22

First Time Ninth Grader

This field will identify the first time this student is in grade 9. This field, in conjunction with other historical information, will be used to identify the cohort into which the student will be placed for graduation rate purposes.

Code	Description
Y	Yes - this student is entering into grade 9 for the first time. This field, in conjunction with other historical information, will be used to identify the cohort into which the student will be placed for graduation rate purposes.
N	No, this student is either not in grade 9 or is not in grade 9 for the first time.

Optional 23

Notes

Any comments or notes about the current student's record.

Record Layout

Field Name	Field #	Field Description	Type	Length	Status
AKSID	1	Alaska Student Identification Number	Number	10	Required
LocalID	2	District Student Identification Number	Number	15	Optional
LastName	3	Student Name - Last	Text	35	Required
FirstName	4	Student Name - First	Text	35	Required
MiddleName	5	Student Name - Middle (or Middle Initial)	Text	35	Required (if present)
Suffix	6	Name Suffix	Text	8	Optional
City	7	City/Town/Village	Text	30	Required
Zip	8	Zip Code	Number	5	Required
BirthDate	9	Birth date	Date	8/10	Required
Gender	10	Gender	Text	1	Required
Race	11	Race or Ethnicity	Number	1	Required
SchoolID	12	School Identification Number	Number	6	Required
Grade	13	Student Grade Level	Text	2	Required
FTE	14	Full-Time Equivalency percentage (FTE), full-time or part-time enrollment status of the student expressed in FTE percentage, decimal must be included.	Number	4	Required
Membership	15	Total # of Days in Membership that the student was enrolled in the district (most recent 20-day Foundation Formula count period) in whole numbers.	Number	2	Required
Intensive	16	Intensive level of funding (if student meets the criteria listed under 4 AAC 52.700)	Y/N	1	Required
Oct1Enrolled	17	October 1 count (was student enrolled on Oct 1?)	Y/N	1	Required
Disability	18	Identify all children with disabilities being served under IDEA, Part B program.	Number	2	Required
SPEDEnvironment	19	Special Education Environment: Code where child receives SPED services.	Number	2	Conditional

		Codes 40 – 48 are for children 3 – 5 aged only, see Appendix D for detailed information.			
SPEDOct1	20	Was child served in your district under IDEA, Part B by October 1, 2010?	Y/N	2	Required
LEPStatus	21	LEP Status	Text	2	Required
1stTime9thGr	22	First Time Ninth Grader	Y/N	1	Required
Notes	23	Notes	Text	35	Optional

Appendix A: District and School Numbers

As of August 26, 2010

District #	District Name	School #	School Name	Closed 2010-2011
3	Alaska Gateway	30010	Dot Lake School	No
3	Alaska Gateway	30020	Eagle Community School	No
3	Alaska Gateway	38010	Gateway Correspondence	No
3	Alaska Gateway	30030	Mentasta Lake School	No
3	Alaska Gateway	30050	Tanacross School	No
3	Alaska Gateway	30070	Tetlin School	No
3	Alaska Gateway	30060	Tok School	No
3	Alaska Gateway	30040	Walter Northway School	No
4	Aleutian Region	40080	Adak School	No
4	Aleutian Region	40070	Nikolski School	Yes
4	Aleutian Region	40020	Yakov E. Netsvetov School	No
56	Aleutians East	560030	Akutan School	No
56	Aleutians East	568010	Aleutians East Correspondence School	No
56	Aleutians East	560040	Cold Bay School	No
56	Aleutians East	560050	False Pass School	No
56	Aleutians East	560010	King Cove School	No
56	Aleutians East	560060	Nelson Lagoon School	No
56	Aleutians East	560020	Sand Point School	No
99	Alyeska Central	990000	Alyeska Central School Office	Yes
5	Anchorage	50010	Abbott Loop Elementary	No
5	Anchorage	50020	Airport Heights Elementary	No
5	Anchorage	59100	Alaska Native Cultural Charter School	No
5	Anchorage	57010	Alaska State School for the Deaf & Hard of Hearing	No
5	Anchorage	51000	Alpenglow Elementary	No
5	Anchorage	57090	Alternative Career Education	Yes
5	Anchorage	57160	Anchorage Corrections	Yes
5	Anchorage	57170	Anchorage Outreach	Yes
5	Anchorage	59010	Aquarian Charter School	No
5	Anchorage	50240	Aurora Elementary	No
5	Anchorage	50980	Avail School	No
5	Anchorage	50050	Bartlett High School	No
5	Anchorage	50060	Baxter Elementary	No
5	Anchorage	50800	Bayshore Elementary	No
5	Anchorage	50820	Bear Valley Elementary	No
5	Anchorage	57100	Benson Secondary/S.E.A.R.C.H.	No
5	Anchorage	50070	Birchwood ABC Elementary	No
5	Anchorage	57030	Booth Memorial Home	Yes
5	Anchorage	50970	Bowman Elementary	No

District #	District Name	School #	School Name	Closed 2010-2011
5	Anchorage	50080	Campbell Elementary	No
5	Anchorage	50100	Central Middle School of Science	No
5	Anchorage	57120	Charter North Hospital	Yes
5	Anchorage	50110	Chester Valley Elementary	No
5	Anchorage	50120	Chinook Elementary	No
5	Anchorage	50130	Chugach Optional Elementary	No
5	Anchorage	50150	Chugiak Elementary	No
5	Anchorage	50160	Chugiak High School	No
5	Anchorage	50560	Clark Middle School	No
5	Anchorage	51140	COHO High School	No
5	Anchorage	50170	College Gate Elementary	No
5	Anchorage	57180	Continuation School	No
5	Anchorage	50180	Creekside Park Elementary	No
5	Anchorage	57190	Crossroads School	No
5	Anchorage	50190	Denali Elementary	No
5	Anchorage	50200	Dimond High School	No
5	Anchorage	59080	Eagle Academy Charter School	No
5	Anchorage	50210	Eagle River Elementary	No
5	Anchorage	51130	Eagle River High School	No
5	Anchorage	50220	East High School	No
5	Anchorage	50300	Fairview Elementary	No
5	Anchorage	56010	Family Partnership Charter School	No
5	Anchorage	50880	Fire Lake Elementary	No
5	Anchorage	59050	Frontier Charter School	No
5	Anchorage	50360	Girdwood School	No
5	Anchorage	50370	Gladys Wood Elementary	No
5	Anchorage	51050	Goldenview Middle School	No
5	Anchorage	50380	Government Hill Elementary	No
5	Anchorage	50140	Gruening Middle School	No
5	Anchorage	50870	Hanshew Middle School	No
5	Anchorage	57040	High School Completion Program	Yes
5	Anchorage	59060	Highland Tech High Charter School	No
5	Anchorage	50400	Homestead Elementary	No
5	Anchorage	50420	Huffman Elementary	No
5	Anchorage	50430	Inlet View Elementary	No
5	Anchorage	57060	Jesse Lee Home	Yes
5	Anchorage	50330	John F. Kennedy Elementary	Yes
5	Anchorage	51010	Kasuun Elementary	No
5	Anchorage	51020	Kincaid Elementary	No
5	Anchorage	57110	King Career Center	No
5	Anchorage	50030	Klatt Elementary	No

District #	District Name	School #	School Name	Closed 2010-2011
5	Anchorage	51030	Lake Hood Elementary	No
5	Anchorage	50450	Lake Otis Elementary	No
5	Anchorage	57050	Maplewood Group Home	Yes
5	Anchorage	57150	McKinley Heights	Yes
5	Anchorage	57020	McLaughlin Secondary School	No
5	Anchorage	50940	Mears Middle School	No
5	Anchorage	51060	Mirror Lake Middle School	No
5	Anchorage	50480	Mountain View Elementary	No
5	Anchorage	50280	Mt. Iliamna Elementary	Yes
5	Anchorage	50270	Mt. Spurr Elementary	No
5	Anchorage	50490	Muldoon Elementary	No
5	Anchorage	51150	Nicholas J. Begich Middle School	No
5	Anchorage	50500	North Star Elementary	No
5	Anchorage	57070	North Star Hospital	Yes
5	Anchorage	57210	North Star Residential Treatment Center	Yes
5	Anchorage	50510	Northern Lights ABC K-8 School	No
5	Anchorage	50520	Northwood Elementary	No
5	Anchorage	50530	Nunaka Valley Elementary	No
5	Anchorage	50540	O'Malley Elementary	No
5	Anchorage	50550	Ocean View Elementary	No
5	Anchorage	50250	Orion Elementary School	No
5	Anchorage	50882	Part Time Students	Yes
5	Anchorage	50990	Polaris KYes2 School	No
5	Anchorage	57200	Providence Girls' Program	Yes
5	Anchorage	57080	Providence Heights	Yes
5	Anchorage	50580	Ptarmigan Elementary	No
5	Anchorage	50590	Rabbit Creek Elementary	No
5	Anchorage	50810	Ravenwood Elementary	No
5	Anchorage	59090	Rilke Schule Charter School	No
5	Anchorage	50600	Rogers Park Elementary	No
5	Anchorage	50610	Romig Middle School	No
5	Anchorage	50620	Russian Jack Elementary	No
5	Anchorage	57130	S.A.V.E. High School	No
5	Anchorage	50640	Sand Lake Elementary	No
5	Anchorage	50650	Scenic Park Elementary	No
5	Anchorage	50660	Service High School	No
5	Anchorage	51120	South Anchorage High School	No
5	Anchorage	50890	Spring Hill Elementary	No
5	Anchorage	50670	Steller Secondary School	No
5	Anchorage	50680	Susitna Elementary	No
5	Anchorage	50690	Taku Elementary	No

District #	District Name	School #	School Name	Closed 2010-2011
5	Anchorage	51110	Trailside Elementary	No
5	Anchorage	50700	Tudor Elementary	No
5	Anchorage	50710	Turnagain Elementary	No
5	Anchorage	50340	Ursa Major Elementary	No
5	Anchorage	50350	Ursa Minor Elementary	No
5	Anchorage	59030	Village Charter School	Yes
5	Anchorage	59040	Walden Pond Charter School	Yes
5	Anchorage	50720	Wendler Middle School	No
5	Anchorage	50730	West High School	No
5	Anchorage	57140	Whaley School	No
5	Anchorage	51040	William Tyson Elementary	No
5	Anchorage	50750	Williwaw Elementary	No
5	Anchorage	50760	Willow Crest Elementary	No
5	Anchorage	59070	Winterberry School	No
5	Anchorage	50770	Wonder Park Elementary	No
6	Annette Island	60020	Charles R. Leask Sr. Middle School	No
6	Annette Island	60040	Metlakatla High School	No
6	Annette Island	60030	Richard Johnson Elementary	No
7	Bering Strait	70040	Aniguiin School	No
7	Bering Strait	70080	Anthony A. Andrews School	No
7	Bering Strait	70010	Brevig Mission School	No
7	Bering Strait	70050	Diomedede School	No
7	Bering Strait	70180	Gambell School	No
7	Bering Strait	70200	Hogarth Kingeekuk Sr. Memorial School	No
7	Bering Strait	70130	James C. Isabell School	No
7	Bering Strait	70070	Koyuk-Malemute School	No
7	Bering Strait	70060	Martin L. Olson School	No
7	Bering Strait	70100	Shaktoolik School	No
7	Bering Strait	70110	Shishmaref School	No
7	Bering Strait	70120	Tukurngailnguq School	No
7	Bering Strait	70260	Unalakleet School	No
7	Bering Strait	70150	Wales School	No
7	Bering Strait	70160	White Mountain School	No
8	Bristol Bay	88010	Bristol Bay Correspondence	Yes
8	Bristol Bay	80040	Bristol Bay Middle School	Yes
8	Bristol Bay	80010	Bristol Bay Middle/High School	No
8	Bristol Bay	80020	Naknek Elementary	No
8	Bristol Bay	80030	South Naknek Elementary	Yes
9	Chatham	90010	Angoon School	No
9	Chatham	98010	Chatham Correspondence	No
9	Chatham	90080	Cube Cove School	Yes

District #	District Name	School #	School Name	Closed 2010-2011
9	Chatham	90030	Gustavus School	No
9	Chatham	90090	Klukwan School	No
9	Chatham	90050	Tenakee Springs School	No
10	Chugach	100030	Chenega Bay School	No
10	Chugach	108010	Chugach Extension Correspondence	No
10	Chugach	100010	Tatitlek Community School	No
10	Chugach	100020	Whittier Community School	No
11	Copper River	110020	Chistochina School	No
11	Copper River	110030	Copper Center School	No
11	Copper River	118010	Copper River Correspondence	No
11	Copper River	110040	Gakona Elementary	Yes
11	Copper River	110060	Glennallen Elementary	No
11	Copper River	110070	Glennallen Jr/Sr High School	No
11	Copper River	110100	Kenny Lake School	No
11	Copper River	110120	Lottie Sparks Elementary	Yes
11	Copper River	110110	Slana School	No
12	Cordova City	120010	Cordova Jr/Sr High School	No
12	Cordova City	120020	Mt. Eccles Elementary	No
13	Craig City	136010	Craig Alternative High School	No
13	Craig City	130020	Craig Elementary	No
13	Craig City	130010	Craig High School	No
13	Craig City	130030	Craig Middle School	No
13	Craig City	138010	PACE Correspondence	No
14	Delta-Greely	146010	Delta Cyber School	No
14	Delta-Greely	140020	Delta Junction Elementary	No
14	Delta-Greely	140030	Delta Junction Sr. High School	No
14	Delta-Greely	148010	Delta/Greely Correspondence Home School Program	Yes
14	Delta-Greely	140040	Fort Greely School	No
14	Delta-Greely	140090	Gerstle River School	No
14	Delta-Greely	140080	Healy Lake School	Yes
14	Delta-Greely	147010	New Horizons High School	No
2	Denali	20010	Anderson School	No
2	Denali	20030	Cantwell School	No
2	Denali	28010	Denali Peak Program	No
2	Denali	20040	Tri-Valley School	No
15	Dillingham	150010	Dillingham Elementary	No
15	Dillingham	150020	Dillingham Middle/High School	No
16	Fairbanks	167010	Alternative Learning Systems	No
16	Fairbanks	160080	Anderson Elementary	No
16	Fairbanks	160380	Anne Wien Elementary	No
16	Fairbanks	160360	Arctic Light Elementary	No

District #	District Name	School #	School Name	Closed 2010-2011
16	Fairbanks	160170	Badger Road Elementary	No
16	Fairbanks	160020	Barnette Magnet School	No
16	Fairbanks	160090	Ben Eielson Jr/Sr High School	No
16	Fairbanks	169010	Chinook Montessori Charter School	No
16	Fairbanks	160400	Crawford Elementary	No
16	Fairbanks	160050	Denali Elementary	No
16	Fairbanks	169040	Effie Kokrine Charter School	No
16	Fairbanks	168010	Fairbanks B.E.S.T.	No
16	Fairbanks	167020	Fairbanks Youth Facility	No
16	Fairbanks	160040	Howard Luke Academy	Yes
16	Fairbanks	160180	Hunter Elementary	No
16	Fairbanks	167030	Hutchison High School	No
16	Fairbanks	160200	Joy Elementary	No
16	Fairbanks	160350	Ladd Elementary	No
16	Fairbanks	160060	Lathrop High School	No
16	Fairbanks	169020	New Beginnings Charter School	Yes
16	Fairbanks	160230	Nordale Elementary	No
16	Fairbanks	160240	North Pole Elementary	No
16	Fairbanks	160130	North Pole High School	No
16	Fairbanks	160250	North Pole Middle School	No
16	Fairbanks	160010	Pearl Creek Elementary	No
16	Fairbanks	160410	Randy Smith Middle School	No
16	Fairbanks	160260	Ryan Middle School	No
16	Fairbanks	160270	Salcha Elementary	No
16	Fairbanks	169030	Star of the North Secondary School	No
16	Fairbanks	160220	Tanana Middle School	No
16	Fairbanks	160340	Ticasuk Brown Elementary	No
16	Fairbanks	160280	Two Rivers School	No
16	Fairbanks	160290	University Park Elementary	No
16	Fairbanks	169050	Watershed Charter School	No
16	Fairbanks	160070	Weller Elementary	No
16	Fairbanks	160210	West Valley High School	No
16	Fairbanks	160300	Woodriver Elementary	No
17	Galena	179010	Galena Interior Learning Academy (GILA)	No
17	Galena	178010	Interior Distance Education of Alaska (IDEA)	No
17	Galena	170010	Sidney C. Huntington Elementary	No
17	Galena	170020	Sidney C. Huntington Jr/Sr High School	No
18	Haines	180010	Haines Elementary	No
18	Haines	180020	Haines High School	No
18	Haines	188010	Haines Home School	No
18	Haines	180030	Haines Junior High School	Yes

District #	District Name	School #	School Name	Closed 2010-2011
18	Haines	180040	Mosquito Lake Elementary	No
19	Hoonah	190010	Hoonah Elementary	No
19	Hoonah	190020	Hoonah Jr/Sr High School	No
20	Hydaburg	200020	Hydaburg Jr/Sr High School	Yes
20	Hydaburg	200010	Hydaburg School	No
21	Iditarod	210010	Blackwell School	No
21	Iditarod	210120	David Louis Memorial School	No
21	Iditarod	218010	Distance Learning/Corresp. Ctr.	No
21	Iditarod	210030	Holy Cross School	No
21	Iditarod	210090	Innoko River School	No
21	Iditarod	210040	Lime Village School	Yes
21	Iditarod	210060	McGrath School	No
21	Iditarod	210140	Minchumina Community School	Yes
21	Iditarod	210050	Takotna Community School	No
21	Iditarod	219010	Takotna Training Ctr & Community School	Yes
21	Iditarod	210080	Top of the Kuskokwim School	No
22	Juneau	220010	Auke Bay Elementary	No
22	Juneau	220020	Dzantik'i Heeni Middle School	No
22	Juneau	220030	Floyd Dryden Middle School	No
22	Juneau	220040	Gastineau Elementary	No
22	Juneau	220050	Glacier Valley Elementary	No
22	Juneau	220060	Harborview Elementary	No
22	Juneau	228010	HomeBRIDGE	No
22	Juneau	227020	Johnson Youth Center	No
22	Juneau	229010	Juneau Community Charter School	No
22	Juneau	228020	Juneau Cyber School	Yes
22	Juneau	220070	Juneau-Douglas High School	No
22	Juneau	220140	Mendenhall River Community School	No
22	Juneau	220100	Riverbend Elementary	No
22	Juneau	220150	Thunder Mountain High School	No
22	Juneau	227010	Yaakoosge Daakahidi Alt. H.S.	No
23	Kake	230010	Kake Elementary & High School	No
23	Kake	230020	Kake High School	Yes
55	Kashunamiut	550010	Chevak School	No
24	Kenai Peninsula	248010	Alternative School/Bilingual	Yes
24	Kenai Peninsula	249010	Aurora Borealis Charter School	No
24	Kenai Peninsula	249020	Bay View Charter School	Yes
24	Kenai Peninsula	240020	Chapman School	No
24	Kenai Peninsula	247010	Connections	No
24	Kenai Peninsula	240040	Cooper Landing School	No
24	Kenai Peninsula	249030	Fireweed Academy	No

District #	District Name	School #	School Name	Closed 2010-2011
24	Kenai Peninsula	247020	Homer Flex School	No
24	Kenai Peninsula	240080	Homer High School	No
24	Kenai Peninsula	240320	Homer Middle School	No
24	Kenai Peninsula	240010	Hope School	No
24	Kenai Peninsula	240420	Kachemak Selo School	No
24	Kenai Peninsula	249050	Kaleidoscope School of Arts & Sciences	No
24	Kenai Peninsula	240140	Kalifornsky Beach Elementary	No
24	Kenai Peninsula	247030	Kenai Alternative High School	No
24	Kenai Peninsula	240090	Kenai Central High School	No
24	Kenai Peninsula	240110	Kenai Middle School	No
24	Kenai Peninsula	247050	Kenai Peninsula Youth Facility	No
24	Kenai Peninsula	240030	McNeil Canyon Elementary	No
24	Kenai Peninsula	240120	Moose Pass School	No
24	Kenai Peninsula	240370	Mt. View Elementary	No
24	Kenai Peninsula	240060	Nanwalek School	No
24	Kenai Peninsula	240170	Nikiski Elementary	Yes
24	Kenai Peninsula	240390	Nikiski Middle/Senior High School	No
24	Kenai Peninsula	240350	Nikiski North Star Elementary	No
24	Kenai Peninsula	240130	Nikolaevsk School	No
24	Kenai Peninsula	240150	Ninilchik School	No
24	Kenai Peninsula	240050	Paul Banks Elementary	No
24	Kenai Peninsula	240180	Port Graham School	No
24	Kenai Peninsula	240070	Razdolna School	No
24	Kenai Peninsula	240310	Redoubt Elementary	No
24	Kenai Peninsula	247060	River City Academy	No
24	Kenai Peninsula	240240	Sears Elementary	Yes
24	Kenai Peninsula	240200	Seward High School	No
24	Kenai Peninsula	240500	Seward Middle School	No
24	Kenai Peninsula	240410	Skyview High School	No
24	Kenai Peninsula	240210	Soldotna Elementary	No
24	Kenai Peninsula	240300	Soldotna High School	No
24	Kenai Peninsula	240220	Soldotna Middle School	No
24	Kenai Peninsula	249040	Soldotna Montessori Charter School	No
24	Kenai Peninsula	247040	Spring Creek School	No
24	Kenai Peninsula	240230	Sterling Elementary	No
24	Kenai Peninsula	240250	Susan B English School	No
24	Kenai Peninsula	240280	Tebughna School	No
24	Kenai Peninsula	240270	Tustumena Elementary	No
24	Kenai Peninsula	240380	Voznesenka School	No
24	Kenai Peninsula	240490	West Homer Elementary	No
24	Kenai Peninsula	240190	William H. Seward Elementary School	No

District #	District Name	School #	School Name	Closed 2010-2011
25	Ketchikan	258010	Fast Track	No
25	Ketchikan	250050	Fawn Mountain Elementary	No
25	Ketchikan	250010	Houghtaling Elementary	No
25	Ketchikan	259010	Ketchikan Charter School	No
25	Ketchikan	250020	Ketchikan High School	No
25	Ketchikan	257050	Ketchikan Regional Youth Facility	No
25	Ketchikan	250100	Point Higgins School	No
25	Ketchikan	257010	Revilla Jr/Sr High School	No
25	Ketchikan	250040	Schoenbar Middle School	No
25	Ketchikan	259020	Tongass School of Arts & Sciences	No
25	Ketchikan	250060	Valley Park Elementary	Yes
27	Klawock	270010	Klawock City School	No
27	Klawock	270030	Klawock Jr/Sr High School	Yes
28	Kodiak Island	280010	Akhiok School	No
28	Kodiak Island	280170	Big Sandy Lake	Yes
28	Kodiak Island	280020	Chiniak School	Yes
28	Kodiak Island	280150	Danger Bay School	No
28	Kodiak Island	280030	East Elementary	No
28	Kodiak Island	280040	Karluk School	No
28	Kodiak Island	287010	Kodiak Alternative High School	Yes
28	Kodiak Island	280050	Kodiak High School	No
28	Kodiak Island	288010	Kodiak Island Correspondence	No
28	Kodiak Island	280070	Kodiak Middle School	No
28	Kodiak Island	280080	Larsen Bay School	No
28	Kodiak Island	280090	Main Elementary	No
28	Kodiak Island	280180	North Star Elementary	No
28	Kodiak Island	280100	Old Harbor School	No
28	Kodiak Island	280110	Ouzinkie School	No
28	Kodiak Island	280060	Peterson Elementary	No
28	Kodiak Island	280120	Port Lions School	No
29	Kuspuk	290011	Aniak Jr/Sr High School	No
29	Kuspuk	290110	Aniak Middle School	Yes
29	Kuspuk	290010	Auntie Mary Nicoli Elementary	No
29	Kuspuk	290020	Crow Village Sam School	No
29	Kuspuk	290090	George Morgan Sr. H.S.	No
29	Kuspuk	290060	George Willis Sr. School	Yes
29	Kuspuk	290080	Gusty Michael School	No
29	Kuspuk	290070	Jack Egnaty Sr. School	No
29	Kuspuk	290030	Johnnie John Sr. School	No
29	Kuspuk	290040	Joseph S. & Olinga Gregory Elementary	No
29	Kuspuk	290050	Zackar Levi Elementary	No

District #	District Name	School #	School Name	Closed 2010-2011
30	Lake and Peninsula	300010	Chignik Bay School	No
30	Lake and Peninsula	300020	Chignik Lagoon School	No
30	Lake and Peninsula	300030	Chignik Lake School	No
30	Lake and Peninsula	300170	Dena'ina School	No
30	Lake and Peninsula	300040	Egegik School	No
30	Lake and Peninsula	300050	Igiugig School	No
30	Lake and Peninsula	300200	Ivanof Bay School	Yes
30	Lake and Peninsula	300080	Kokhanok School	No
30	Lake and Peninsula	308010	Lake and Peninsula Correspondence	Yes
30	Lake and Peninsula	300220	Levelock School	No
30	Lake and Peninsula	300140	Meshik School	No
30	Lake and Peninsula	300090	Newhalen School	No
30	Lake and Peninsula	300100	Nondalton School	No
30	Lake and Peninsula	300120	Perryville School	No
30	Lake and Peninsula	300130	Pilot Point School	No
30	Lake and Peninsula	300110	Tanalian School	No
31	Lower Kuskokwim	310240	Akiuk Memorial School	No
31	Lower Kuskokwim	310110	Akula Elitnaurvik School	No
31	Lower Kuskokwim	310210	Anna Tobeluk Memorial School	No
31	Lower Kuskokwim	310230	Arviq School	No
31	Lower Kuskokwim	319010	Ayaprun Elitnaurvik	No
31	Lower Kuskokwim	310190	Ayaprun School	No
31	Lower Kuskokwim	317010	Bethel Alternative Boarding School	No
31	Lower Kuskokwim	310070	Bethel Regional High School	No
31	Lower Kuskokwim	317020	Bethel Youth Facility	No
31	Lower Kuskokwim	310080	Chaputnguak School	No
31	Lower Kuskokwim	310120	Chief Paul Memorial School	No
31	Lower Kuskokwim	310130	Dick R Kiunya Memorial School	No
31	Lower Kuskokwim	310090	Eek School	No
31	Lower Kuskokwim	310060	Gladys Jung Elementary	No
31	Lower Kuskokwim	310030	Joann A. Alexie Memorial School	No
31	Lower Kuskokwim	310140	Ket'acic/Aapalluk Memorial School	No
31	Lower Kuskokwim	310220	Kuinerrarmiut Elitnaurviat	No
31	Lower Kuskokwim	310150	Kwigillingok School	No
31	Lower Kuskokwim	310200	Lewis Angapak Memorial School	No
31	Lower Kuskokwim	310050	Mikelnguut Elitnaurviat	No
31	Lower Kuskokwim	310250	Nelson Island Area School	No
31	Lower Kuskokwim	310040	Nightmute School	No
31	Lower Kuskokwim	310160	Nuniwarmiut School	No
31	Lower Kuskokwim	310320	Paul T. Albert Memorial School	No
31	Lower Kuskokwim	310280	Qugcuun Memorial School	No

District #	District Name	School #	School Name	Closed 2010-2011
31	Lower Kuskokwim	310100	Rocky Mountain School	No
31	Lower Kuskokwim	310170	William Miller Memorial School	No
31	Lower Kuskokwim	310180	Z. John Williams Memorial School	No
32	Lower Yukon	320010	Alakanuk School	No
32	Lower Yukon	320040	Emmonak School	No
32	Lower Yukon	320070	Hooper Bay School	No
32	Lower Yukon	320090	Ignatius Beans School	No
32	Lower Yukon	320080	Kotlik School	No
32	Lower Yukon	320050	Marshall School	No
32	Lower Yukon	320110	Pilot Station School	No
32	Lower Yukon	320120	Pitkas Point School	No
32	Lower Yukon	320130	Russian Mission School	No
32	Lower Yukon	320140	Scammon Bay School	No
32	Lower Yukon	320150	Sheldon Point School	No
33	Mat-Su	339010	Academy Charter School	No
33	Mat-Su	337050	American Charter Academy	No
33	Mat-Su	330370	Beryozova School	No
33	Mat-Su	330380	Big Lake Elementary	No
33	Mat-Su	339050	Birchtree Charter School	No
33	Mat-Su	337010	Burchell High School	No
33	Mat-Su	330350	Butte Elementary	No
33	Mat-Su	330270	Colony High School	No
33	Mat-Su	330260	Colony Middle School	No
33	Mat-Su	330280	Cottonwood Creek Elementary	No
33	Mat-Su	330290	Finger Lake Elementary	No
33	Mat-Su	330530	Fred and Sara Machetanz Elementary School	No
33	Mat-Su	339040	Fronteras Charter School	No
33	Mat-Su	330030	Glacier View School	No
33	Mat-Su	330390	Goose Bay Elementary	No
33	Mat-Su	336010	Horizon Charter	Yes
33	Mat-Su	330250	Houston High School	No
33	Mat-Su	330450	Houston Middle School	No
33	Mat-Su	330040	Iditarod Elementary	No
33	Mat-Su	330500	John Shaw Elementary	No
33	Mat-Su	330510	Knik Elementary School	No
33	Mat-Su	330430	Larson Elementary	No
33	Mat-Su	330520	Mat-Su Career & Tech Ed High School	No
33	Mat-Su	338010	Mat-Su Central School	No
33	Mat-Su	337060	Mat-Su Day School	No
33	Mat-Su	337030	Mat-Su Youth Facility	No
33	Mat-Su	330420	Meadow Lakes Elementary	No

District #	District Name	School #	School Name	Closed 2010-2011
33	Mat-Su	339020	Midnight Sun Family Learning Center	No
33	Mat-Su	330050	Palmer High School	No
33	Mat-Su	330020	Palmer Middle School	No
33	Mat-Su	330300	Pioneer Peak Elementary	No
33	Mat-Su	338020	SeeUOnline.org	Yes
33	Mat-Su	330060	Sherrod Elementary	No
33	Mat-Su	330150	Skwentna School	Yes
33	Mat-Su	330190	Snowshoe Elementary	No
33	Mat-Su	330070	Susitna Valley High	No
33	Mat-Su	330360	Sutton Elementary	No
33	Mat-Su	330080	Swanson Elementary	No
33	Mat-Su	330340	Talkeetna Elementary	No
33	Mat-Su	330180	Tanaina Elementary	No
33	Mat-Su	330440	Teeland Middle School	No
33	Mat-Su	337040	The Student Center	Yes
33	Mat-Su	330330	Trapper Creek Elementary	No
33	Mat-Su	339030	Twindly Bridge Charter School	No
33	Mat-Su	337020	Valley Pathways	No
33	Mat-Su	330120	Wasilla High School	No
33	Mat-Su	330140	Wasilla Middle School	No
33	Mat-Su	330320	Willow Elementary	No
98	Mt Edgecumbe	980000	Mt. Edgecumbe High School	No
34	Nenana	348010	CyberLynx Correspondence Program	No
34	Nenana	340010	Nenana City School	No
35	Nome	359010	Anvil City Science Academy	No
35	Nome	358010	Extensions Correspondence	No
35	Nome	357010	Leonard Seppala High School	Yes
35	Nome	350010	Nome Elementary	No
35	Nome	357020	Nome Youth Facility	No
35	Nome	350020	Nome-Beltz Jr/Sr High	No
36	North Slope	360100	Alak School	No
36	North Slope	360030	Barrow High School	No
36	North Slope	360120	Eben Hopson Middle School	No
36	North Slope	360020	Fred Ipalook Elementary	No
36	North Slope	360040	Harold Kaveolook School	No
36	North Slope	360070	Kali School	No
36	North Slope	367010	Kiita Learning Community	No
36	North Slope	360090	Meade River School	No
36	North Slope	360050	Nuiqsut Trapper School	No
36	North Slope	360010	Nunamiut School	No
36	North Slope	360060	Tikigaq School	No

District #	District Name	School #	School Name	Closed 2010-2011
37	Northwest Arctic	378010	Alternative Learning Center	Yes
37	Northwest Arctic	370010	Ambler School	No
37	Northwest Arctic	370100	Aqqaluk High/Noorvik Elementary	No
37	Northwest Arctic	370020	Buckland School	No
37	Northwest Arctic	370210	Davis-Ramoth School	No
37	Northwest Arctic	370030	Deering School	No
37	Northwest Arctic	370080	June Nelson Elementary	No
37	Northwest Arctic	370040	Kiana School	No
37	Northwest Arctic	370070	Kobuk School	No
37	Northwest Arctic	370150	Kotzebue Middle/High School	No
37	Northwest Arctic	370060	McQueen School	No
37	Northwest Arctic	370090	Napaaqtugmiut School	No
37	Northwest Arctic	370110	Shungnak School	No
38	Pelican	380010	Pelican School	No
39	Petersburg	390030	Mitkof Middle School	No
39	Petersburg	390020	Petersburg High School	No
39	Petersburg	390010	Rae C. Stedman Elementary	No
40	Pribilof	400010	St George School	No
40	Pribilof	400020	St Paul School	No
46	Saint Mary's	460010	St. Mary's School	No
42	Sitka	420010	Baranof Elementary	No
42	Sitka	420020	Blatchley Middle School	No
42	Sitka	420170	Keet Gooshi Heen Elementary	No
42	Sitka	427010	Pacific High School	No
42	Sitka	428010	Sitka Correspondence	No
42	Sitka	420130	Sitka High School	No
43	Skagway	430010	Skagway School	No
44	Southeast Island	440010	Edna Bay School	Yes
44	Southeast Island	440250	Hollis School	No
44	Southeast Island	440020	Howard Valentine Coffman Cove School	No
44	Southeast Island	440340	Hyder School	Yes
44	Southeast Island	440290	J.R. Gildersleeve School	Yes
44	Southeast Island	440090	Kasaan School	No
44	Southeast Island	440270	Naukati School	No
44	Southeast Island	440230	Port Alexander School	No
44	Southeast Island	440320	Port Protection School	No
44	Southeast Island	448010	SE Island Correspondence	No
44	Southeast Island	440160	Thorne Bay School	No
44	Southeast Island	440190	Whale Pass School	Yes
45	Southwest Region	450020	Aleknagik School	No
45	Southwest Region	450080	Chief Ivan Blunka School	No

District #	District Name	School #	School Name	Closed 2010-2011
45	Southwest Region	450030	Clarks Point School	No
45	Southwest Region	450050	Koliganek School	No
45	Southwest Region	450070	Manokotak School	No
45	Southwest Region	450140	Portage Creek School	Yes
45	Southwest Region	450110	Togiak School	No
45	Southwest Region	450120	Twin Hills School	No
45	Southwest Region	450040	William "Sonny" Nelson School	No
53	Tanana	530010	Maudrey J. Sommer School	No
53	Tanana	538010	Yukon River Academy Correspondence	Yes
47	Unalaska	470010	Eagle's View Elementary School	No
47	Unalaska	477010	Unalaska Alternative High School	Yes
47	Unalaska	470020	Unalaska Jr/Sr High School	No
48	Valdez	480040	George H Gilson Jr. H.S.	No
48	Valdez	480050	Hermon Hutchens Elementary	No
48	Valdez	480030	Valdez High School	No
49	Wrangell	498010	Alaska Virtual Academy	No
49	Wrangell	490010	Evergreen Elementary	No
49	Wrangell	490030	Stikine Middle School	No
49	Wrangell	490020	Wrangell High School	No
50	Yakutat	500030	Icy Bay School	Yes
50	Yakutat	500010	Yakutat School	No
51	Yukon Flats	510010	Arctic Village School	No
51	Yukon Flats	510050	Circle School	No
51	Yukon Flats	510140	Cruikshank School	No
51	Yukon Flats	510020	Far North School	No
51	Yukon Flats	510070	Fort Yukon School	No
51	Yukon Flats	510060	John Fredson School	No
51	Yukon Flats	510100	Stevens Village School	No
51	Yukon Flats	510040	Tsuk Taih School	No
51	Yukon Flats	518010	Yukon Flats Correspondence	Yes
52	Yukon-Koyukuk	520010	Allakaket School	No
52	Yukon-Koyukuk	526010	Alyeska Central School	Yes
52	Yukon-Koyukuk	520090	Andrew K. Demoski School	No
52	Yukon-Koyukuk	520020	Bettles Field School	Yes
52	Yukon-Koyukuk	520060	Ella B. Vernetti School	No
52	Yukon-Koyukuk	520070	Gladys Dart School	No
52	Yukon-Koyukuk	520040	Jimmy Huntington School	No
52	Yukon-Koyukuk	520030	Johnny Oldman School	No
52	Yukon-Koyukuk	520050	Kaltag School	No
52	Yukon-Koyukuk	520110	Merrelaine A Kangas School	No
52	Yukon-Koyukuk	520080	Minto School	No

District #	District Name	School #	School Name	Closed 2010-2011
52	Yukon-Koyukuk	528010	Raven Correspondence School	No
52	Yukon-Koyukuk	529010	Wiseman/Coldfoot School	Yes
54	Yupitit	540010	Akiachak School	No
54	Yupitit	540030	Akiak School	No
54	Yupitit	540040	Tuluksak School	No

Appendix B: 4 AAC 07.060 Student Records

Statute Text:

(a) Each district shall maintain for each student a cumulative record consisting, at a minimum, of the following:

- (1) subjects student has taken;
- (2) grades earned and an explanation of the grading system used;
- (3) units of credit earned;
- (4) attendance records;
- (5) scores student has recorded on standard tests taken; and
- (6) records of required immunizations and physical examinations and other health-related matters required by state law or district policy or bylaws; and
- (7) beginning August 31, 2002, a unique 10-digit individual student identification number issued by the department; the student identification number must appear in each electronic record containing student-level information that is reported to the department; the student identification number must appear on each student examination booklet administered under 4 AAC 06.712, 4 AAC 06.730, 4 AAC 06.737, and 4 AAC 06.755.

Appendix C: Race/Ethnicity Definitions and Guidance

Sources: <http://nces.ed.gov/ipeds/glossary>

National Center for Education Statistics - U.S. Department of Education Office of Educational Research and Improvement

4AAC 06.830. Subgroups

4AAC 06.899. Definitions

Race / Ethnicity Definitions

Code	Description	Definition
1	Caucasian	A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
2	African American	A person having origins in any of the black racial groups of Africa.
3	Hispanic	A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
4	Asian	A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, For example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.
5	American Indian	A person having origins in any of the original peoples of North and South America (including Central America) who maintains cultural identification through tribal affiliation or community attachment. Please do not include Alaska Native students.
6	Alaska Native	A person who is a descendant of a member of the aboriginal races inhabiting the state when annexed to the United States, or who is a descendant of an Indian or Eskimo who, since the year 1867 and prior to June 30, 1952, migrated into the state from Canada, and who is a descendant having at least one-quarter blood derived from these ancestors.
7	Two or more races (not Hispanic)	A student who primarily identifies their ethnic heritage with more than one subgroup.
8	Native Hawaiian or Pacific Islander	A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

New Race/Ethnicity Codes - EED Guidance

Beginning July 1, 2010, school districts nationwide will be required to collect, retain and report student level ethnicity data as prescribed by the US Department of education guidance published in the Federal Register October 19, 2007.

Educational institutions and other recipients will be required to collect racial and ethnic data using a two part question on the educational institutions' or other recipient's survey instrument. The first question would be whether their respondent is Hispanic/Latino. The second question would ask the respondent to select one or more races from the following racial groups

The information listed below is to provide guidance to the districts.

Second public comment period closed 09/21/2006

USED guidance released in early June

1. Collecting data
 - a. Two questions
 - i. Are you Hispanic or Latino? Yes/No
 - ii. Select races that you wish to identify with:
 1. African American
 2. American Indian/Alaska Native
 3. Asian
 4. Caucasian
 5. Native Hawaiian/Pacific Islander
 - b. Individual can check all that apply – “self-identification”
 - c. Encourage the opportunity to “re-identify” - change existing codes
 - d. Retain the individual records for future enforcement purposes - OCR
2. Reporting Data
 - a. Reporting Codes
 - i. African American
 - ii. American Indian/Alaska Native
 - iii. Asian
 - iv. Caucasian
 - v. Hispanic
 - vi. Native Hawaiian/Pacific Islander
 - vii. Two or more races
 - b. If Hispanic AND other race = Hispanic
 - i. (example: *Caucasian + Hispanic = Hispanic*)
 - c. Any other multiple identification, excluding Hispanic, coded as Two or more races (example: *African American + Asian = Two or more races*)
 - d. If race/ethnicity is not chosen, “user identification” is employed – the person responsible for reporting chooses codes.
 - e. Does not affect AYP subgroups as those are negotiated with USED in the state accountability plans.

Appendix D: Environment (Placement) Codes for Special Education Students

Educational Environments of Children with Disabilities Ages 3-5

Use the following decision rules to determine the appropriate educational environment category (LRE) for reporting each 3 – 5 year old student with disabilities. Please note that the order of the categories does not reflect a continuum from least to most restrictive. Selection of the appropriate reporting category involves a multi-stage procedure, always starting with code 40 and working your way down to the first category in which the student fits.

First, identify the type of program the child attends, if any, and the number of hours per week in attendance. Then identify the setting in which the child receives the majority of their special education and related services.

The first factor to consider is whether the child is attending a Regular Early Childhood Program, as defined below.

Regular Early Childhood Program - a program that includes a majority (at least 50 percent) of nondisabled children (i.e., children not on IEP's). This category may include, but is not limited to:

- Head Start
- kindergartens
- preschool classes offered to an eligible pre-kindergarten population by the public school system
- private kindergartens or preschools
- group child development center or child care

If the child is attending a Regular Early Childhood Program, s/he is to be reported in codes 40-43 as directed below based on how many hours in attendance each week and where the child receives the majority of their hours of special education and related services.

40 - Attends a regular early childhood program at least 10 hrs per week and receives the majority of hours of special education and related services in the regular early childhood program.

41 - Attends a regular early childhood program at least 10 hrs per week and receives the majority of hours of special education and related services in some other location.

42 - Attends a regular early childhood program less than 10 hrs per week and receives the majority of hours of special education and related services in the regular early childhood program.

43 - Attends a regular early childhood program less than 10 hrs per week and receives the majority of hours of special education and related services in some other location.

If the child is NOT at all attending a Regular Early Childhood Program as defined above, the child is to be reported in codes 44-48. Such children would be either 'Attending a Special Education Program OR 'Attending Neither a Regular Early Childhood Education Program Nor a Special Education Program' of any kind, in which case the child would be receiving special education and related services either at Home or in a Service Provider Location or some Other Location.

If the child attends a Special Education Program, as defined below, report in codes 44-46. Report the child in one of these codes (44-46), even if the child also receives special education services in the home or in the service provider location or some other location.

Special Education Program - a program that includes less than 50 percent nondisabled children (i.e., children not on IEP's). Special education programs include but are not limited to:

44 - special education classrooms in:

- regular school buildings
- trailers or portables outside regular school buildings
- child care facilities
- hospital facilities on an outpatient basis
- other community-based settings

45 - separate schools

46 - residential facilities

If the child attends neither a Regular Early Childhood Program nor a Special Education Program as defined above, the child is to be reported in codes 47-48, dependent upon whether the child receives special education and related services at home or in the service provider location or some other location, as respectively described below.

47 - Home - child attends neither a Regular Early Childhood Program nor a Special Education Program and receives some or all of his/her special education and related services in the home. Report the child in this category, even if the child also receives special education and related services in a service provider location or some other location that is not in any other category.

48 - Service Provider location or some other location not in any other category - child attends neither a Regular Early Childhood Program nor a Special Education Program and does not receive any special education and related services in the home. For example, speech instruction provided in:

- private clinicians' offices
- clinicians' offices located in school buildings
- hospital facilities on an outpatient basis

Educational Environments of Children with Disabilities Ages 6-21

Remember, these codes are age based so if the child is 6-21 years old on October 1st, one of these codes must be used regardless of their grade level. If they are 3-5 years old on October 1st, please refer to the other set of environment codes listed above.

To calculate the percentage of time **inside** the regular classroom, divide the number of hours the youth spends inside the regular classroom by the *total number of hours in the school day* (including lunch, recess and study periods). The result is multiplied by 100. **Time spent outside the regular classroom receiving services unrelated to the youth's disability (e.g., time receiving LEP services) should be considered time inside the regular classroom.**

Note: For students attending Alaska public correspondence schools, home is considered the regular classroom when calculating the percent of time in the regular classroom. Only time spent receiving services outside the home would be excluded from time inside the regular classroom.

Educational time spent in age-appropriate community-based settings that include individuals with and without disabilities, such as college campuses or vocational sites, should be counted as time spent **inside the regular classroom**.

Code 28 Inside the regular class 80 percent or more of the day. Student was inside the regular classroom for 80 percent or more of the school day. (These are children who received special education and related services outside the regular classroom for less than 21 percent of the school day.) This may include children with disabilities placed in:

- regular class with special education/related services provided within regular classes;
- regular class with special education/related services provided outside regular classes; or
- regular class with special education services provided in resource rooms.

Code 29 Inside regular class no more than 79% of day and no less than 40% percent of the day. Student was inside the regular classroom between 40 and 79% of the day. (These are children who received special education and related services outside the regular classroom for at least 21 percent but no more than 60 percent of the school day.) Do not include children who are reported as receiving education programs in public or private separate school or residential facilities. This may include children placed in:

- resource rooms with special education/related services provided within the resource room; or
- resource rooms with part-time instruction in a regular class.

Code 30 Inside regular class less than 40 percent of the day. Student was inside the regular classroom less than 40 percent of the day. (These are children who received special education and related services outside the regular classroom for more than 60 percent of the school day.) Do not include children who are reported as receiving education programs in public or private separate school or residential facilities. This category may include children placed in:

- self-contained special classrooms with part-time instruction in a regular class; or
- self-contained special classrooms with full-time special education instruction on a regular school campus.

Code 31 Separate school. Student received education programs in **public or private** separate day school facilities. This includes children with disabilities receiving special education and related services, **at public expense**, for greater than 50 percent of the school day in **public or private** separate schools. This may include children placed in:

- **public and private** day schools for students with disabilities;
- **public and private** day schools for students with disabilities for a portion of the school day (greater than 50 percent) and in regular school buildings for the remainder of the school day; or
- **public and private** residential facilities if the student does not live at the facility.

Code 32 Residential facility. Student received education programs and lived in **public or private** residential facilities during the school week. This includes children with disabilities receiving special education and related services, **at public expense**, for greater than 50 percent of the school day in **public or private** residential facilities. This may include children placed in:

- **public and private** residential schools for students with disabilities; or
- **public and private** residential schools for students with disabilities for a portion of the school day (greater than 50 percent) and in separate day schools or regular school buildings for the remainder of the school day.

Do not include students who received education programs at the facility, but do not live there.

Code 33 Homebound/Hospital. Student received education programs in homebound/hospital environment. Includes children with disabilities placed in and receiving special education and related services in:

- hospital programs, or
- homebound programs.

Do not include children with disabilities whose parents have opted to home-school them and who receive special education at the public expense.

Code 34 Correctional facilities. Student received special education in:

- short-term detention facilities (community-based or residential), or
- correctional facilities.

Code 35 Parentally Placed in Private Schools. Student has been enrolled by their parents or guardians in regular parochial or other private schools and whose basic education is paid through private resources and who receive special education and related services at public expense from a local educational agency or intermediate educational unit under a service plan. Include children whose parents chose to home-school them (but not through an Alaskan public correspondence school), but who receive special education and related services at the public expense. Do not include children who are placed in private schools by the LEA. Children being homeschooled through an Alaska public correspondence school should not be included in this code. They should be included in codes 28-30.

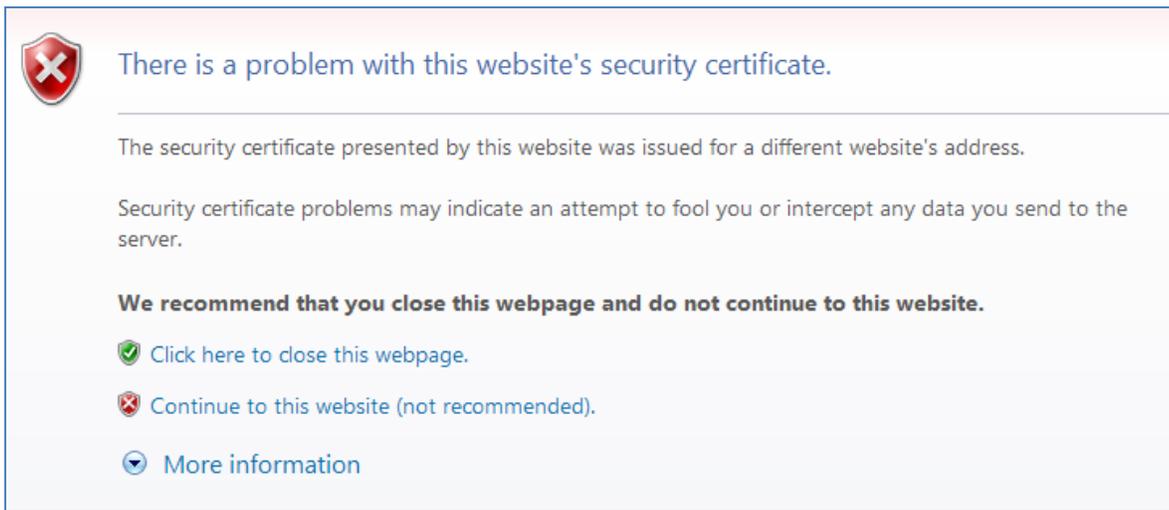
Appendix E: State Report Manager (SRM) System Submission Process

1. If not already assigned a username and password, contact Kyle Davidson at kyle.davison@alaska.gov or Peggy Corazza peggy.corazza@alaska.gov to create login information.

Notes:

- Make sure your file is in a Tab-delimited (.TXT) or Comma-separated (.CSV) format.
- Make sure to replace header in your file with SRM header.

2. Using your Internet browser, navigate to <https://spea.eed.alaska.gov/srm>. If you get the below security message, click on “Continue to this website”.

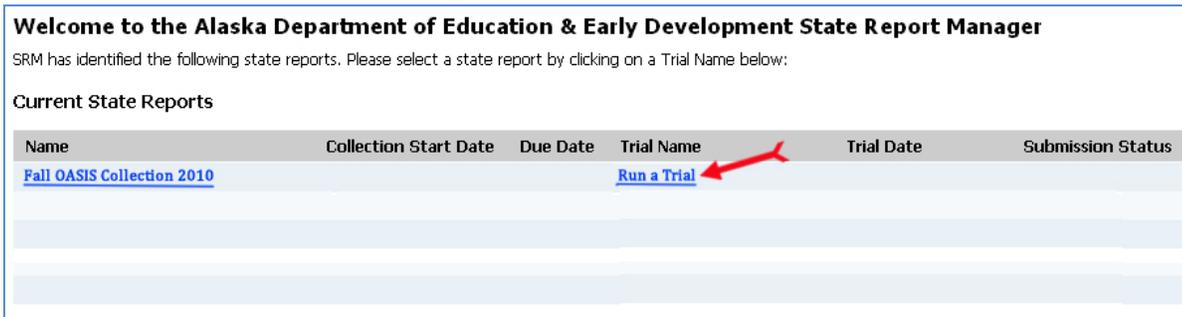


3. Type in your login information.

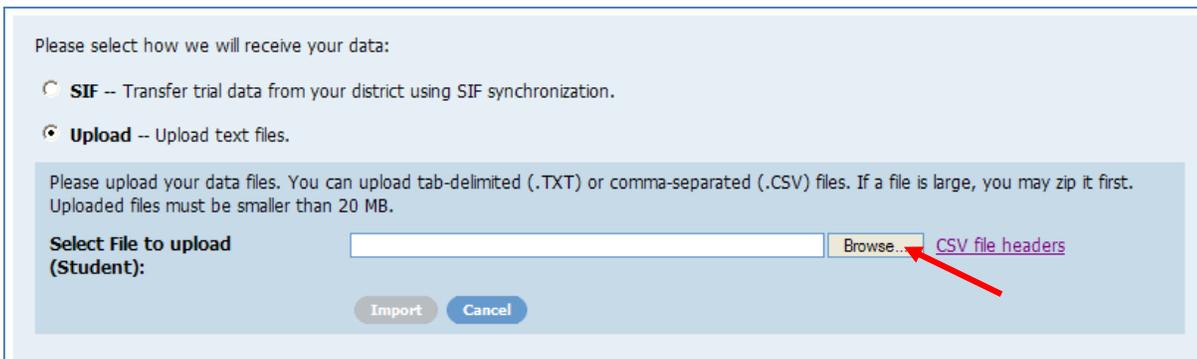


The image shows the login page for the State Report Manager. At the top right, there is a logo for "ESP Solutions Group State Report Manager™". The main content area has a white background with a blue border. It features the "ESP Solutions Group State Report Manager™" logo on the left and a blue square icon with a white signal symbol on the right. Below the logo, the text reads: "Welcome to the Alaska State Report Manager". Underneath, there are two input fields: "Username:" followed by a text box, and "Password:" followed by a text box. At the bottom right of the form is a blue button with the text "Login >>".

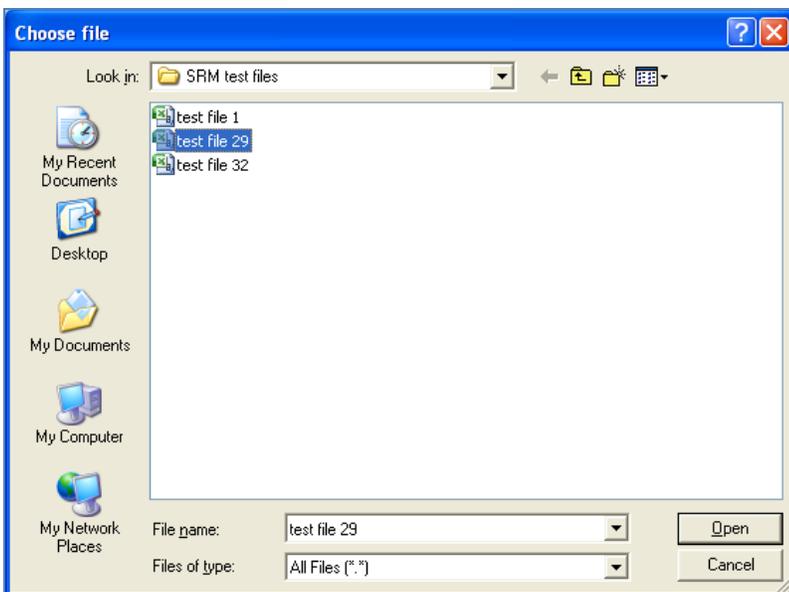
- Click on “Run a Trial” link, next to the report name you would like to submit.
Note: Trial Name link will have a different name if a file has already been submitted.



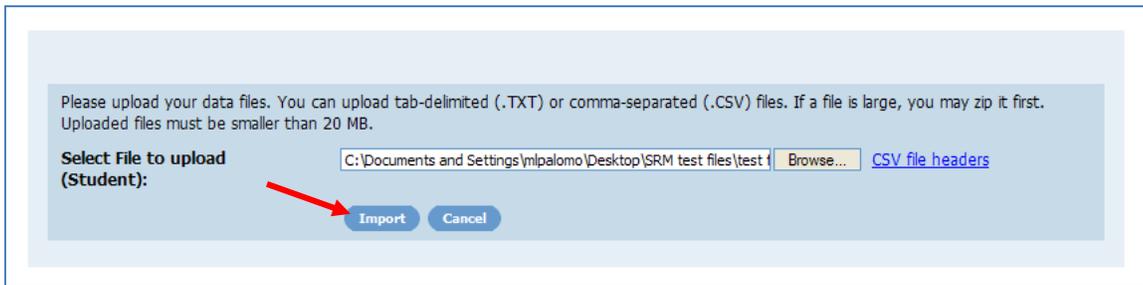
- Click on “Browse...” to upload your file.
Note: To download file headers click on “CSV file headers” link. Headers must match exactly in order for system to properly check data.



Find and select the file to upload then click “Open.”



6. Once the correct data file is selected, click on “Import.”



The selected file is now uploading.



7. When the file upload and data checks are complete, a data summary will appear detailing the number of errors, warnings and total records submitted.

The data is now ready for review and correction. Click on “Errors” link to view errors.



- Click on “Violation Summary” link to view error report in excel and correct errors in original file and re-submit file or click on specific error to view each error individually and correct errors in original file.

Records	Violations	Reports
Students 19	Errors R74952 - Mismatch between ExitType and Grade Level 1 Error	Violations Summary (MS Excel) Graduates (MS Excel) Dropouts (MS Excel)
	Warnings R74501 - Open school does not have any students 3 Warnings R74502 - Grade served by school does not have any students 68 Warnings R74703 - Unexpected student age for grade level 3 Warnings	

Download Append/Replace

Note:

- Graduates (MS Excel) link will give you a total count and list of students who you reported as graduated with a regular diploma (Exit Code 7) or graduated with a regular diploma under a waiver (Exit Code 8).
- Dropouts (MS Excel) link will give you a total count and list of students who you reported as having dropped out or discontinued schooling (Exit Code 12).

- Once errors have been corrected in original file, resubmit file by clicking on “New Trial” button. Repeat steps 5-9 again until no more errors.

New Trial

Latest Trial
Generated: 04-14-2010 11:55am

Save Download Revalidate Send to State Delete

Errors (1) Warnings (74) Records (19) Reports

Submitted: This state report has not yet been sent to the State.

10. Once no more errors, click on “Send to State” (button will now be highlighted).

The screenshot shows a user interface for a 'New Trial'. At the top left, there is a 'New Trial' label. Below it, the 'Latest Trial' section shows 'Generated: 12-01-2009 3:56pm'. A row of buttons includes 'Save', 'Download', 'Revalidate', 'Send to State' (highlighted with a red arrow), and 'Delete'. To the right, there are three icons representing data: 'Errors (0) Warnings (21)', 'Records (92)', and 'Reports'. At the bottom, a blue box contains the text: 'Submitted: This state report has not yet been sent to the State.'

11. Check box to certify that data is accurate and click on “Send to State”.

The screenshot shows a confirmation dialog titled 'Home > District 51 > Send to State'. It contains a text input field with 'Sent Trial' and a checked checkbox. The text reads: 'I certify that this trial is accurate and can be sent to the Alaska Department of Education & Early Development. This action cannot be revoked.' Below the text are two buttons: 'Send to State' (highlighted with a red arrow) and 'Cancel'.

Your file is now completed.

Appendix F: State Report Manager (SRM) System Validation Rules

Rule ID	Severity	Rule	Detail Message
31000	Error	One or more required fields is missing	The record is missing the required field
31001	Error	Field exceeds its Maximum Length	The field exceeds its maximum allowable length.
31100	Error	Reported Alaska Student ID Number is Invalid	The reported Alaska student ID number could not be found in the ASIS ID system. No student has that ID.
31101	Error	State ID and Name or Birth Date don't match in ASIS	The first name, last name, and/or birth date of the student does not match the student ID system
31200	Error	Regular education student age is outside 3-22	Regular education students must have an age greater than or equal to 3 and less than or equal to 22 as of Sept 1
31201	Warning	Age is outside expected range for Grade	The age of the student falls outside the expected bounds
31202	Error	Age is outside allowable range for Grade	Age is outside the allowable range for this grade level
31203	Error	City/Town Village is invalid	The reported City or Town must be listed in the set of "Alaska Places"
31204	Error	Environment must be empty or 0 for non-disabled	The Special Education Environment must be empty or zero if the Disability Category field is "00"
31205	Error	Special Ed Student older than 22	Students with Disabilities (Disability Category codes 02-14) must have an age less than or equal to 22 as of July 1
31207	Error	Student FTE greater than 1.0	Summing the number of days in membership divided by 20, multiplied by the FTE for each school attended exceeds 1.0(Treatment facilities and lock-up are excluded from this calculation)
31208	Error	Race/Ethnicity code is invalid	The Race/Ethnicity code must come from the "Race or Ethnicity" option set
31209	Error	Grade level code is invalid	The grade level code is not in the "Grade Level" option set
31210	Error	Intensive level is not valid	"Is Intensive Level Student" must be "Y" or "N"
31211	Error	October 1 enrolled is not valid	"Is October 1 Enrolled" must be "Y" or "N"
31212	Error	Disability Category is invalid	The Disability Category code must be one of the options in the option set "Disability Category"
31213	Error	Child Count must be "Y" or "N"	"Is in Child Count" (Special Education October 1 Count) must be "Y" or "N"
31214	Error	Special Education Environment is invalid	The Special Education Environment must be in the option set "Special Education Environment"
31215	Error	LEP Status is invalid	The LEP Status code must be in the option set "LEP Status"
31216	Error	Gender is invalid	Gender must be "M" or "F"
31217	Error	FTE is invalid	The FTE must be one of "0.00","0.25","0.50","0.75","1.00"
31218	Error	School ID is invalid	The School ID cannot be found in the list of currently open and operating schools
31220	Error	Zip code is invalid	The Zip code must be a valid Alaska Zip code
31221	Warning	Special Ed Environment cannot be empty if Disabled	Special Ed Environment cannot be empty or zero for students with disability codes "02" – "14"

Rule ID	Severity	Rule	Detail Message
31222	Error	Student in Child Count Must be Disabled	A student flagged as being in the Child Count must have a disability, i.e. the disability must be one of the codes 02 – 14, inclusive
31223	Error	Student October 1 FTE exceeds 1.0	October 1 FTE for Student exceeds 1.0. Excludes Treatment facilities and lock-up
31224	Error	DD Student age 9 or older	Developmentally Disabled student is age 9 or older as of October 1
31225	Error	5 year old SE student must have EC Environment	Special Ed student age 2-5 as of October 1 must have Early Childhood Environment. Early childhood special ed environments use codes 40 - 48
31226	Error	School Age SE student with EC environment	Special Ed student age 6-22 as of Oct 1 st must have non-Early Childhood Environment. Special Ed Environments codes non early childhood are 28 to 35
31227	Warning	Special Ed Student age less than 3	A preschool Special Ed student (disability code 2 – 14) must be 3 by the end of the count period that ends October 23 rd
31300	Warning	City-Zip Combination is invalid	The zip code is not valid for the place
31301	Error	Grade not served by school	The grade level of the student must be within the grades served by the school if the student is not special ed.
31302	Warning	Grade not served by school	The student's grade level is not served by the school but the student is special ed (disability codes 2 – 14)
31303	Error	User cannot submit data for this district	The logged in user can only submit data for their own district
31304	Warning	Early Enrolled Students	Student age 4 on Sept 1 who are not disabled are Early Entry and must meet the Early Entry requirements
31400	Warning	Invalid Name	The first, middle or last name can contain only alphabetic characters, period, apostrophe, space, or hyphen
31402	Error	Birth Date Format Invalid	Birth date format must be MM/DD/YYYY or MM/DD/YY
31403	Error	Days in Membership not integer between 0 and 20	Days in Membership can only contain numeric characters and be a whole number between 0 and 20, inclusive
31405	Warning	Local Student ID invalid	Local Student ID can only contain the digits 0-9
31501	Warning	Open schools must have students enrolled	Open School does not have any students
31502	Warning	Served grade without students	Grade served by students does not have any students
31701	Error	Intensive Student must be disabled	The student was flagged as "is Intensive" but does not have a disability code indicating they are a student with a disability (codes 2 – 14)
37102	Warning	Regular ed student (disability code = 00) whose age is outside 5-20 as of September 1 raises a warning	Regular Ed Student is less than 5 or greater than 20 as of Sept 1. This student cannot be funded.

Appendix G: A Guide to Frequently Asked Questions

As Related to Foundation/Student Counts

How is a full-time equivalent defined for Elementary and Secondary?

Elementary

FTE	Description	Defined
0.00	(Pre-K)	Non-SPED
1.00	(full-time)	4 contact hours or more in a day
0.75	(3/4 time)	3 hours or more, but less than 4 hours in a day
0.50	(1/2 time)	2 hours or more, but less than 3 hours in a day
0.25	(1/4 time)	Less than 2 hours per day

Secondary

FTE	Description	Defined
1.00	(full-time)	4 Courses (4 Units)
0.75	(3/4 time)	3 Courses (3 Units)
0.50	(1/2 time)	2 Courses (2 Units)
0.25	(1/4 time)	1 Course (1 Unit)

When are 3 and 4 year olds eligible to be counted for funding?

Students that are 3 or 4 years of age are not eligible to be counted for funding unless they are on active Individual Education Plan [IEP] and receiving special education [SPED] services. The early entered SPED student would be counted based on the days those services are received and the number of hours served.

OR....

A district may enroll a 3 or 4 year old student who does not have an active IEP, provided they meet the regulation 4 AAC 09.015 (i), requirements which states the following steps must be followed:

- ✓ A policy must be in place by the local school board that creates an assessment tool to determine the mental, physical, and emotional capacity of a child to perform satisfactorily in school.
- ✓ Documentation that the child was approved on an individual bases by the school board or a board appointed administrator.

The district must also be aware that this early entered child must progress to the 1st grade in the subsequent school year. If the child does not progress then the district will not receive funding for that child in that year.

Does a district need to report those 3 & 4 year olds that do not qualify for foundation funding?

Yes, **ALL** students are to be reported on the fall OASIS *regardless* of whether they are receiving funding. While the fall OASIS is utilized for generating ADM or state funding it is also a tool for federal reporting requirements and data requests from the legislature. In order for the Department of Education & Early Development to better serve and represent districts it is essential all students that are enrolled in the public school system get reported on the fall OASIS. To report the ineligible pre-k students in OASIS/SRM, districts will need to set the FTE to 0 (zero).

What is or causes a duplicate student?

Duplicate student(s) are the result of two districts reporting the same student which results in a full time equivalent [FTE] greater than 1.00 [4 AAC 09.015 (h)]. To resolve this both districts will be given a report listing those student(s) that duplicated and must in turn submit proof of the student in their district by sending in a copy of the enrollment form to the department.

Districts will be given up to 30 days to return the appropriate enrollment/documentation proving the claim on that student. However, the earlier the information is received the faster the department can complete the reconciliation and have an updated foundation report back to all districts.

What if both districts show the student enrolled and neither has received any form of withdrawal notice? How does the department resolve this?

Dates will be reviewed based on the enrollment forms submitted by the district for the duplicate student. The enrollment form with the most recent enrollment date typically resolves the situation. IF the department cannot determine the date of enrollment on the forms, then the next step is a request for attendance records to determine where the student is actually sitting.

If this is a duplicating correspondence issue and there is no date clarified on the enrollment form the district that provides clear date enrollment information will retain the count. However if this is a duplicate student who is enrolled statewide correspondence program but they are *also* enrolled fulltime at the local public school; then the *district of residence* will gain the FTE after providing proof of enrollment. [4 AAC 33.430]

When should an unexcused student be dropped from enrollment?

The Student Data Reporting Manual states: students with unexcused absences of more than ten consecutive days shall be exited on the day after the tenth day of the unexcused absence. For correspondence students, the exit date is the earlier of:

- a) the date when notice is received from the parent or guardian that the student will no longer participate;
- b) the date when the student enters and attends a regular school full-time; or,
- c) 30 calendar days after which no contact is made or correspondence is received from the student, parent or guardian.

If a district has an In-Service day in the middle of those 10 consecutive days does the district need to restart that count before un-enrolling the student?

No, the day following the In-Service would be the next consecutive day counted. The *10 days of unexcused absence applies only to scheduled days of instruction excluding an in-service day.* The In-Service day does not interrupt the 10 consecutive days.

EXAMPLE: A student was unexcused for five days beginning on a Monday through Friday. The following Monday an In-Service day is scheduled so the following day, Tuesday, would become the 6th day of unexcused absences.

What if a parent comes in and asks that their child be un-enrolled. Can a district hold the student for those 10 consecutive days before removing them from enrollment?

No, when a parent comes in and asks that their child be removed from enrollment that day, the district must honor the parent's request and unenroll the student *that day*. The 10 day rule is only utilized for unexcused absences.

May a district add another student to their count after the deadline?

No, once the deadline has closed for the OASIS data submittal, there can be no further additions made to the data. The reasoning behind this is it would have a ripple affect on the data already being processed and the reports that had been previously created would now have to be thrown out in order to accommodate a new student in the database. This is also in compliance with regulation 4 AAC 09.015 (d).

A new student transferred into the district on Monday and enrolled, this just happens to be the first day of the count period. However they will not begin attending class/school until Wednesday. When can the district start counting them for foundation funding?

The district cannot begin counting the student until they are enrolled and attending class. Therefore in the above example that student would not count until Wednesday or the third day of the count period.

What is the oldest age a student can be and still be eligible for funding?

A student who is under the age of 20 and has not completed the 12th grade is eligible for funding. Please note, if a student should turn 20 during the count period, then that day and only those days prior to turning 20 would be eligible for funding.

OR....

If a student has an active IEP, then the district may serve that student provided they are under the age of 22 prior to July 1. Should the special education student turn 22 on July 2 they would still be eligible to go through the count and receive funding unlike a regular student.

How does a district count a private school student receiving SPED services from the district?

If the district is providing SPED services to a student who is attending school outside of the public school system in their district, then the count for that student would be based on the number of hours served in the day to determine the FTE, and the number of days they are actually served during the 20 day count period. For example, if a private school student is receiving two hours of service twice a week, then they are .50 FTE and 8 days in membership.

What resources are available to district's should additional questions arise regarding the student count or funding?

Resources available to districts that support the above information are:

Alaska State Statutes

Available on the web at <http://www.eed.state.ak.us/pubnstats.html>

Foundation statutes are located under AS 14.17

Alaska Administrative Code [Regulations]

Available on the web at <http://www.eed.state.ak.us/pubnstats.html>

State Aid regulations are under Title 4 AAC 09

Student Data Reporting Manual

Available on the web at <http://www.eed.state.ak.us/pubnstats.html>

This manual helps to supplements existing laws and regulation

Appendix H: Student Count Calendars 2010

October 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	September 27 <i>1st day of the Student Count.</i>	September 28	September 29	September 30	1 Oct 1 st SPED count	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22 <i>* Last day of Count. * Intensives Count Day. * Impact Aid Count Day</i>	24
25	26	27	28	29	30	31

November DUE DATES 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
October 31	1	2	3	4	5 <i>'Paper'</i> Projection due. AS 14.17.500 Actual SRM report due. AS 14.17.600	6

# of Days	ADM Value						
1	0.05	6	0.30	11	0.55	16	0.80
2	0.10	7	0.35	12	0.60	17	0.85
3	0.15	8	0.40	13	0.65	18	0.90
4	0.20	9	0.45	14	0.70	19	0.95
5	0.25	10	0.50	15	0.75	20	1.00

The above chart explains what the district's ADM value would be each day enrolled, if the student is attending full-time.

The PAPER summary for the FY2012 Projected ADM's will be available on October 15th, at
<http://www.eed.state.ak.us/forms/SearchAction.cfm> .

Please print off your appropriate page number, complete the form and fax to (907) 463-5279 on or
before November 5, 2010.