

# **Level 2 Report Explanation: FTE Subgroup Summary Reports**

The purpose of this report explanation is to assist EMIS Coordinators in reviewing the FTE Subgroup Summary Reports.



Revised: December 22, 2021

## **REVISION HISTORY**

The revisions to this document are listed in the table below.

<b>Date</b>	<b>Description</b>
12/22/21	First posted. (See changes 22-93(a) and 22-93(b).)

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## FTE SUBGROUP REPORTS

### FUNCTION AND PURPOSE

The (FTES-009) FTE Subgroup Summary–Non-Transfers report and the (FTES-010) FTE Subgroup Summary–Transfers report are Level 2 reports that can be found in the Data Collector. All traditional districts, JVSs, community schools, and STEM districts receive an FTES-009 report. Traditional districts and JVSs that provide instruction to non-resident students attending one of their special education programs or non-resident career-technical contract students also receive an FTES-010 report. Districts that send resident students to another district or JVS for special education or contract career-tech will also receive an FTES-010 report. This data will be useful to districts in reconciling their FTE data with their School Funding Payment Reports.

The FTE Subgroup Summary reports display FTE data aggregated into subgroups that are used in the funding process and displayed on the LEA’s Detailed School Funding Payment Report. Each report displays data for the current fiscal year.

If this report explanation—in concert with the EMIS Manual—does not answer your questions or help you to resolve your issues with the FTE Subgroup Summary reports, then the normal path to getting help with EMIS reporting should be followed. The first point of contact should be the EMIS coordinator, followed by the Information Technology Center, then the EMIS Helpdesk, and finally ODE EMIS directly.

### PROCESS DESCRIPTION

Each row on the FTE Subgroup Summary reports represents FTE that has been summarized based on subgroups that are described in the “Layout and Fields” section of this report explanation.

In general, students are funded at the LEA providing the instruction (where the FTE is “generated”) with no transfer of funds. These students are “direct-funded”. However, there are a few situations (non-resident student attending a special education program, non-resident career-technical contract student) in which the educating LEA is not funded directly, but rather receives funding via transfer from the resident/sending LEA.

The (FTES-009) FTE Subgroup Summary–Non-Transfers report displays FTE totals for students who are direct-funded at the educating LEA.

The (FTES-010) FTE Subgroup Summary–Transfers report displays FTE totals for students who are funded via a transfer from the resident/sending LEA to the educating LEA. On the FTES-010 report, FTE is further broken out by various grade spans.

### REPORT

#### ***Layout and Fields***

The FTE Subgroup Summary reports are Level 2 reports that can be accessed via the Data Collector. The fields listed below are displayed once a row has been inserted into one of the reports.

***RPTING DEST IRN.*** The IRN of the LEA receiving the report.

**LEVEL 2 REC TYPE CODE.** Each row will be assigned one of two Level Two Rec Type Codes: FTES-009 will be assigned to all non-transfer FTE; FTES-010 will be assigned to all FTE that is transferred in or out.

**RESULT CODE, RESULT DESCR (Result Code and Description).** Every row on the report will be assigned a Result Code as described below.

Report	Result Code	Description
FTES-009	FT0240	Non-transfers
FTES-010	FT0241	Contract vocational transfers-in
FTES-010	FT0242	Contract vocational transfers-out
FTES-010	FT0243	Special education transfers-in
FTES-010	FT0244	Special education transfers-out

**TRNSFR TO IRN. (FTES-010 report only).** The IRN to which the FTE (funding) is being transferred.

**TRNSFR FROM IRN. (FTES-010 report only).** The IRN from which the FTE (funding) is being transferred.

**FTE GRADE SPAN CODE.** Each row on the report will break out FTE by grade span as described below.

Report	FTE Grade Span Code	Description
FTES-009	NA	Grade Span Not Applicable
FTES-010	KG	Kindergarten
FTES-010	LE	Grade 01-03
FTES-010	MS	Grade 04-08
FTES-010	HS	Grade 09-23

**SEVERITY CODE.** Each row on the report will be assigned Severity Code “I” (Informational)

**FTE TYPE NAME.** Each row on the report will be associated with a particular FTE type as described below.

Report	FTE Type Name	Description
FTES-009	Direct	Funded at the educating LEA with no transfer
FTES-010	CntrtCTE	Contract Career-Tech funded via transfer from the resident/sending LEA to the educating LEA
FTES-010	SpecEdCoop	Special education program students funded via transfer from the resident/sending LEA to the educating LEA

**TOTAL ADJUSTED FTE.** Total adjusted FTE.

**ECON DISADV FTE.** Total adjusted FTE for students reported as economically disadvantaged.

**GIFTED FTE.** Total adjusted FTE for students identified as gifted.

**EL CAT 1 FTE (English Learner Category 1 FTE).** Total adjusted FTE for students reported with LEP\_CODE “L”.

***EL CAT 2 FTE (English Learner Category 2 FTE).*** Total adjusted FTE for students reported with LEP\_CODE “Y” or “S”.

***EL CAT 3 FTE (English Learner Category 3 FTE).*** Total adjusted FTE for students reported with LEP\_CODE “M”.

***SPECED CAT 1 FTE.*** Total adjusted FTE for students reported with a category 1 disability condition.

***SPECED CAT 2 FTE.*** Total adjusted FTE for students reported with a category 2 disability condition.

***SPECED CAT 3 FTE.*** Total adjusted FTE for students reported with a category 3 disability condition.

***SPECED CAT 4 FTE.*** Total adjusted FTE for students reported with a category 4 disability condition.

***SPECED CAT 5 FTE.*** Total adjusted FTE for students reported with a category 5 disability condition.

***SPECED CAT 6 FTE.*** Total adjusted FTE for students reported with a category 6 disability condition.

***CTE FUND CAT 1 FTE.*** Total adjusted CTE FTE for students in funding category 1 courses.

***CTE FUND CAT 2 FTE.*** Total adjusted CTE FTE for students in funding category 2 courses.

***CTE FUND CAT 3 FTE.*** Total adjusted CTE FTE for students in funding category 3 courses.

***CTE FUND CAT 4 FTE.*** Total adjusted CTE FTE for students in funding category 4 courses.

***CTE FUND CAT 5 FTE.*** Total adjusted CTE FTE for students in funding category 5 courses.