

Please Note

This presentation is being provided for informational purposes only.

The information in this presentation may have changed since it was created.

This presentation is not meant to provide detailed reporting instructions and is not a replacement for the EMIS Manual, Report Explanations, or other documentation provided by ODE.

EMIS Focused Training – Discipline



February 2022

The Usual Reminders

- Manual sections posted after this training prevail in a conflict between this presentation and the manual
- Some questions may be deferred to helpdesk
- Hierarchy of support
 - EMIS Manual
 - EMIS Coordinator
 - ITC
 - Helpdesk

Topics

- Student Discipline (GD) Record, 4
- Positive Behavior Intervention Support (PBIS), 17
- Discipline and Special Education, 25
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- Resources, 46

Student Discipline (GD) Record

Student Discipline (GD) Record

- Required per federal and state legislation
- Reported in all student (S) collections as they occur throughout the year by the district administering the discipline
- “School grounds/property” = any setting under control and supervision of the district, including
 - School building
 - Immediate grounds
 - Buses and bus stops

Additional PS-3 Discipline Reason Detail (GD140)

- Why expulsion or out-of-school suspension was assigned to a grade PS-3 student
- * – Not in grades PS-3, or other discipline type assigned
- A – Authorized and assigned due to behaviors described in law
- B – Assigned to protect student, classmates, staff
- N – Assigned, neither A nor B applies
 - Must be at zero percent this school year
 - See CCYY_Student_PBIS_Target_Reductions Received File

Building IRNs

- Building IRN (GD040)
 - Valid building IRN within the reporting district where the student is enrolled last
 - ESC = ESC IRN
 - JVSD = JVS building IRN
- Building IRN of Where Discipline Incident Took Place (GD120)
 - Another building within the district
 - Building outside the district

Date of Discipline (GD060)

- When discipline type begins being served by student
- If more than one day, report the first day

Discipline Reason (GD080)

- Reason for which a student was disciplined
 - Valid options 01 through 22
- Up to five reasons can be reported
- Do not report the same reason more than once for a single incident

Discipline Modified (GD100)

- Only valid in cases of expulsion for bringing a firearm to school
- One-year expulsion requirement modified by district's Chief Administrative Officer
 - Must be in writing
- Report option “Y” or “N” when
 - Discipline Reason = 06 or 08
 - Type of Discipline = 1 Expulsion

Discipline Sequence Number (GD085)

- The order in which the discipline incidents occurred
- Only report for incidents that occurred on the same day when the same Type of Discipline was administered
- Up to 9 incidents can be reported

Referred for Alternate Educational Services (GD110)

- One-year expulsion for possession of a firearm modified by Chief Administering Officer
- Alternate educational services recommended
- Options “Y” or “N” only valid if
 - Discipline Reason = 06 or 08
 - Type of Discipline = 1 Expulsion
 - Discipline Modified = Y

Total Discipline Days (GD090)

- Total number of days served by the student for all types of discipline
- Zero days is not a reporting option
 - No Student Discipline (GD) Record to be reported
- FY23 EMIS Change to clarify whether “days served” or “days assigned”

Type of Discipline (GD070)

Only report the most severe type of discipline for the specific incident

- Multiple discipline types are not to be reported

Table 1. Type of Discipline – Order of Severity

Severity Order	Type of Discipline
1	Emergency Removal by District Personnel
2	Expulsion
3	Removal by a Hearing Officer
4	Out-of-school Suspension
5	In-school Alternate Discipline Class/Program/Building
6	In-school Suspension

Victim of Student Violence (GD130)

- Classification of the person or persons at whom a student's violent behavior was directed
 - Student
 - Teacher
 - Non-teaching staff
 - Other
 - Combinations
 - All with exceptions
 - All
- Determined at the district level

Discipline Gen Issues

- Level 2 reports distributed in Reports tab within Data Collector mid-late May
- IS0033: Zero Discipline Reasons & Types
- IS0034: Zero Expulsions/OOS Suspensions
- IS0035: 50% +/- Change in Discipline from prior year
- IS0036: Out-of-School Suspensions > 40 per 100 students
- IS0111: Expulsions > 3 per 100 students
- IS0460: PS-3 Expulsions/OOS Suspensions

Positive Behavior Intervention Support (PBIS)

Overview

- Framework to use behavioral intervention and support to help reduce discipline issues
- Schools are required to reach at least full implementation by the 2022-2023 school year
- New IRNs are required to reach the installation (C) stage or higher in their first year
 - Initial (D) implementation in their second year
 - Full (E) implementation in their third year
- Non-graded measure on the report card

PBIS Implementation Stage

- Reported in EMIS with Organization – General Information (DN) Record attribute of PBISIMPSTG
 - By traditional districts, community schools, STEM districts
 - For every building
 - For all grades, including preschool
 - In Midyear, End of Year, SOES End of Year Student (S) Collections
- Option to indicate which stage each building is at
- Option to indicate number of months in the reported stage as of last day of school

PBISIMPSTG Valid Options, 1

- A – Work on implementing has not yet begun
- B – Exploration and Adoption
 - Researching, exploring readiness, and securing staff and administration agreement to implement
- C – Installation
 - Creating team, completing training, establishing initial systems, data-decisions, policies, and practices required to implement
- D – Initial Implementation
 - Rolling out and implementing schoolwide, focus on Tier I supports

PBISIMPSTG Valid Options, 2

- E – Full Implementation
 - Implementing with all systemic components and a range of interventions (Tier I, II, and III supports)
- F – Innovation and Sustainability
 - Implementing with all systemic components and a range of interventions (Tier I, II, and III supports) beyond 1 year
 - Demonstrating routine annual reviews for implementation with fidelity using the Tiered Fidelity Inventory, using results to update and modify practices as needed

CCYY_PBIS_Compliance_Measure

- Received file distributed in Reports tab within Data Collector mid-June through mid-July
- LEA Detail tab
 - "YES" if all schools reported with C, D, E, or F
 - "NO" if any school reported with A or B or no code reported
- ORG_DETAIL or CS_DETAIL tab
 - "YES" if reported with C, D, E, or F
 - "NO" if reported with A or B or no record reported
- Contact: Adam.Schiming@education.ohio.gov

CCYY_Student_PBIS_Target_Reductions

- Received file distributed in Reports tab within Data Collector in July
- Students reported with Additional PS-3 Discipline Reason Detail (GD140) option N
- Baseline year = 2019
- Zero incidents by 2022
- Contact: PBISohio@education.ohio.gov

Resources

- Ohio Positive Behavioral Interventions & Supports
 - <https://education.ohio.gov/Topics/Student-Supports/Ohio-PBIS>
- Office of Whole Child Student Supports
 - wholechild@education.ohio.gov

Discipline and Special Education

Disproportionality in Discipline

- Occurs when students with disabilities from one racial group are disciplined at significantly higher rates than all other students with disabilities
- Categories used for profile calculations
 - Out-of-school suspensions and expulsions of 10 days or fewer
 - Out-of-school suspensions and expulsions of more than 10 days
 - In-school suspensions of 10 days or fewer
 - In-school suspensions of more than 10 days
 - Total disciplinary removals

Indicator 4

- Measures discipline discrepancies between students with disabilities and students without disabilities
- Categories used for profile calculations
 - Out-of-school suspensions and expulsions of more than 10 days

Special Education Manifestation Determination (SEMD)

- Required when the educational placement of a student with a disability is changed due to discipline
 - More than 10 consecutive days
 - Series of removals that constitute a pattern that totals more than 10 cumulative days in a school year
- Must take place within ten school days of change of placement decision to determine if conduct was
 - Caused by, or related to, the child's disability
 - Direct result of IEP implementation failure

Reporting SEMD in EMIS

Student Special Education (GE) Record

- Date Type (GE100) = SEMD
- Date (GE110) = The date the manifestation determination was completed for the related incident of misconduct
- Non-Compliance ID (GE130) = **
- Outcome ID (GE120) = *****

Gen Issues for Disproportionality

- Out-of-school suspensions
 - IS0463: students with more than 10 days
 - IS0464: students with 10 days or fewer
- Expulsions
 - IS0465: students with more than 10 days
 - IS0466: students with 10 days or fewer
- In-school suspensions
 - IS0467: students with more than 10 days
 - IS0468: students with 10 days or fewer
- IS0469: Total removal days

Gen Issues for Indicator 4

- Out-of-school suspensions
 - IS0463: students with more than 10 days
- Expulsions
 - IS0465: students with more than 10 days

Resources

- Operating Standards
 - <https://education.ohio.gov/Topics/Special-Education/Federal-and-State-Requirements/Operational-Standards-and-Guidance>
- Disproportionality
 - <https://education.ohio.gov/Topics/Special-Education/Special-Education-Data-and-Funding/Equity-in-Special-Education-Disproportionali>
- Disproportionality FAQ
 - <https://education.ohio.gov/Topics/Special-Education/Special-Education-Data-and-Funding/Equity-in-Special-Education-Disproportionali/Significant-Disproportionality-Frequently-Asked-Qu>

Contacts

- Disproportionality, Indicator 4
 - Kaellen.Craft@education.ohio.gov
 - Kara.Waldron@education.ohio.gov
- Manifestation Determination
 - Sandy.Kaufman@education.ohio.gov

Reporting Scenarios

Suspension

- Student A punches student B at first recess, punches student C at second recess
- Two days in-school, three days out-of-school
- Transfers to another building within the district

Element	First Incident	Second Incident
Additional PS-3 Discipline Reason (GD140)	*	B
Building IRN (GD040)	Bldg A > Bldg B	Bldg A > Bldg B
Building IRN of Where Discipline Incident Took Place (GD120)	Bldg A	Bldg A
Discipline Reason (GD080)	Rsn 1=03; Rsn 2=18	Rsn 1=03; Rsn 2=18
Discipline Sequence Number (GD085)	1	1
Total Discipline Days (GD090)	2	3
Type of Discipline (GD070)	3	2
Victim of Student Violence (GD130)	ST	ST

Infraction Outside of District

District A student gets into a fight at a football game at District B

Element	Option
Building IRN (GD040)	District A High School IRN
Building IRN of Where Discipline Incident Took Place (GD120)	District B High School IRN

Suspended, Then Expelled

- Student A harasses student B, culminating in fight
- Student B's arm is broken
- Two days out-of-school suspension, ten days expulsion

Element	Option Reported
Building IRN (GD040)	Bldg A
Building IRN of Where Discipline Incident Took Place (GD120)	Bldg A
Discipline Reason (GD080)	Rsn 1=19; Rsn 2=22
Total Discipline Days (GD090)	12
Type of Discipline (GD070)	1
Victim of Student Violence (GD130)	ST
Withdrawal Reason (FS100)	48

Expelled, Then Withdraws

Moves out of district during expulsion period

–Does not change how student exited district through expulsion

Element	Option Reported
Building IRN (GD040)	Bldg A
Building IRN of Where Discipline Incident Took Place (GD120)	Bldg A
Discipline Reason (GD080)	Rsn 1=19; Rsn 2=22
Total Discipline Days (GD090)	12
Type of Discipline (GD070)	1
Victim of Student Violence (GD130)	ST
Withdrawal Reason (FS100)	48

Open Enrolled Expelled

- Resident of District A, open enrolled to District B
- District B expels and withdraws
- District A does not withdraw
 - EMIS relationship does not change

Element	District B
Building IRN (GD040)	Bldg A
Building IRN of Where Discipline Incident Took Place (GD120)	Bldg A
Type of Discipline (GD070)	1
Withdrawal Reason (FS100)	48

JVS Expels

- Resident of District A attends JVS full time
- JVS expels and withdraws
- District A withdraws only if honoring JVS's expulsion
 - Otherwise, remains responsible to educate

Element	JVS	District A
Building IRN (GD040)	Bldg A	N/A
Building IRN of Where Discipline Incident Took Place (GD120)	Bldg A	N/A
Type of Discipline (GD070)	1	N/A
Withdrawal Reason (FS100)	48	48 if honoring

Expelled, Then Sent to JDC

- Withdrawn for expulsion
- Report as sent to JDC
- Released from JDC before expulsion ends, withdrawn again for expulsion

Element	Option Reported
Building IRN (GD040)	Bldg A
Building IRN of Where Discipline Incident Took Place (GD120)	Bldg A
Total Discipline Days (GD090)	Number actually served
Withdrawal Reason (FS100)	48

Sent to JDC, Then Expelled

- Report as sent to JDC
- Expelled as of first day student returns from JDC to serve remaining days

Element	Option Reported
Building IRN (GD040)	Bldg A
Building IRN of Where Discipline Incident Took Place (GD120)	Bldg A
Total Discipline Days (GD090)	Number actually served
Withdrawal Reason (FS100)	48

Expelled and Moved to Remote Learning

- Student not withdrawn since district is providing education or services
- No expulsion days served
- No discipline record to report
- Total Discipline Days (GD090) should not equal zero

Expelled, Then Enrolls at Another District

- District A expels and withdraws
- District B can honor expulsion or enroll

Element	District A	District B
Building IRN (GD040)	Bldg A	N/A
Building IRN of Where Discipline Incident Took Place (GD120)	Bldg A	N/A
Type of Discipline (GD070)	1	N/A
Withdrawal Reason (FS100)	48	N/A or enrolls

Questions?



Resources

Training Evaluation

Available through Mar. 8

Your evaluations of our trainings are now being collected via an online form. This will give us access to better, more immediate feedback and statistics about these trainings, which will allow us to be even more responsive to your input. This will also be easier for you as you will no longer have to email anything to us.

After completing the evaluation and clicking submit, you will see a message thanking you for your feedback and acknowledging your attendance at a training. If this is information you need, be sure to capture or print the page and retain it for your records. Once the evaluation period for the session ends (2 weeks after the final session), you will no longer be able to submit a response or receive an attendance acknowledgement. *Note that this is the only way to receive this acknowledgement. We will no longer be emailing this information to participants.*

<https://education.ohio.gov/Topics/Data/EMIS/Resources-for-EMIS-Professionals/EMIS-Focused-Training>

EMIS Focused Training Webpage

- A copy of the handout will be posted
- A recorded version of this presentation will be posted
- The Q and A, questions asked during the sessions, will be posted
- Future training opportunities will be announced

<https://education.ohio.gov/Topics/Data/EMIS/Resources-for-EMIS-Professionals/EMIS-Focused-Training>

EMIS Manual

- 2.1.1 Student Enrollment Overview
- 2.11 Student Discipline (GD) Record
- 2.13 Student Special Education (GE) Record
- 5.3 Organization – General Information (DN) Record

(GNIS-xxx) General Issues

- Level 2 reports generated by business offices on student, staff/course, assessment, and financial data
- Announced via Release Notes
 - <http://education.ohio.gov/Topics/Data/EMIS/Technical-Documentation/EMIS-Release-Notes>
- For assistance, contact data manager on report and in report explanation
 - <https://education.ohio.gov/Topics/Data/EMIS/EMIS-Documentation/FY16-EMIS-Validation-and-Report-Explanation-Docume>
- Do ***not*** include student identifiable information in communications

PBIS

- Ohio Positive Behavioral Interventions & Supports
 - <https://education.ohio.gov/Topics/Student-Supports/Ohio-PBIS>
- Office of Whole Child Student Supports
 - wholechild@education.ohio.gov

Special Education

- Operating Standards
 - <https://education.ohio.gov/Topics/Special-Education/Federal-and-State-Requirements/Operational-Standards-and-Guidance>
- Disproportionality
 - <https://education.ohio.gov/Topics/Special-Education/Special-Education-Data-and-Funding/Equity-in-Special-Education-Disproportionali>
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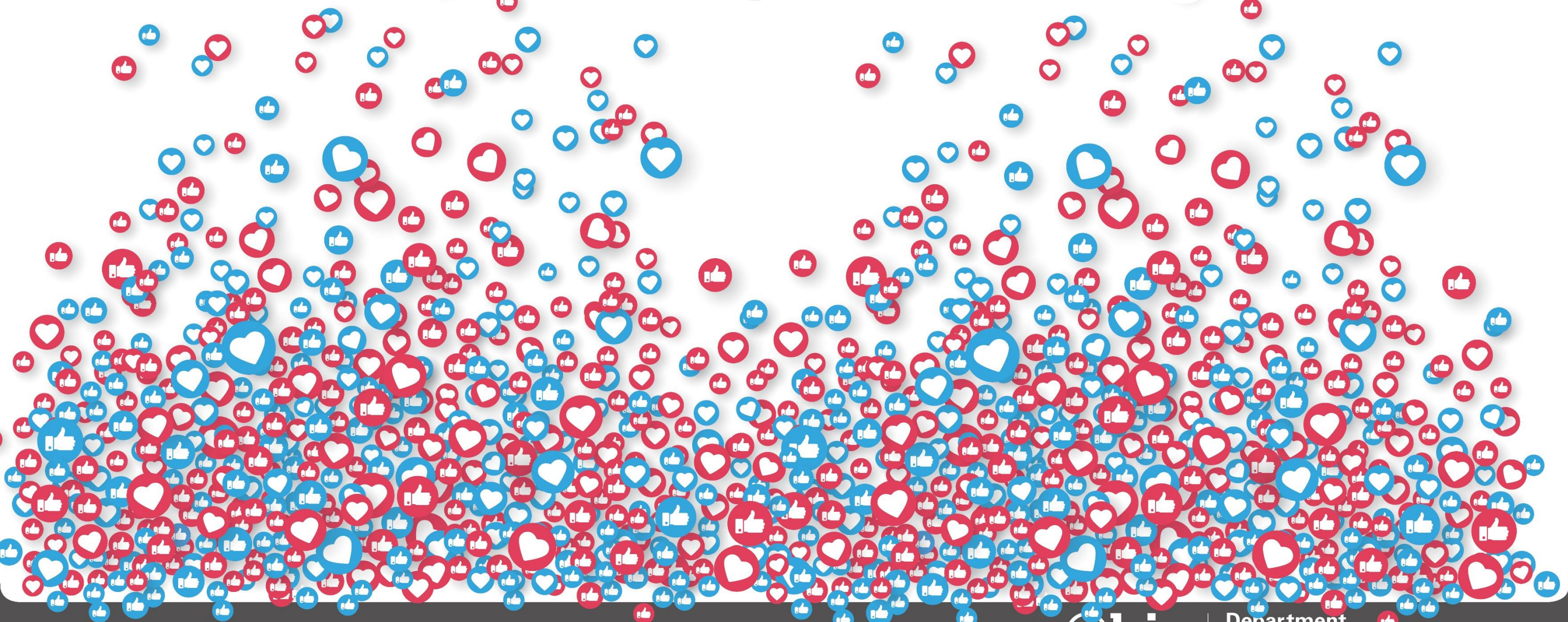
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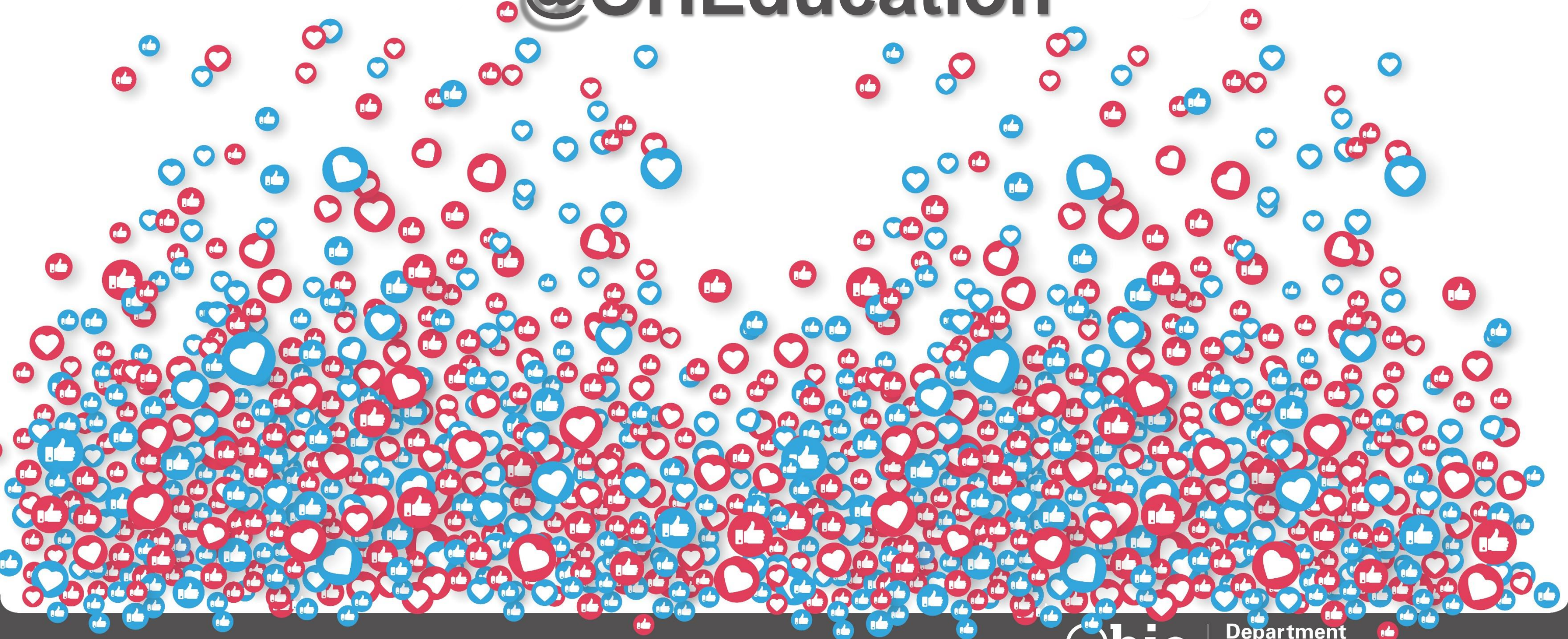


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