Ohio District Data Exchange

ODDEX

Overview of ODDEX From a traditional district's point of view…

Amber Myers, MCEP
OAEP Region 4 Representative
EMIS Coordinator, Springfield City Schools

Springfield City School District
Every Student | Every Opportunity | Every Day

Reminders

- Presentation as of 12/4/18…any enhancements to ODDEX after 12/4/18 are not reflected
- Screenshots are taken from an actual district and may differ from the areas you have access to
- All district student identifiable information has been removed for security purposes

Springfield City School District
Every Student | Every Opportunity | Every Day
2

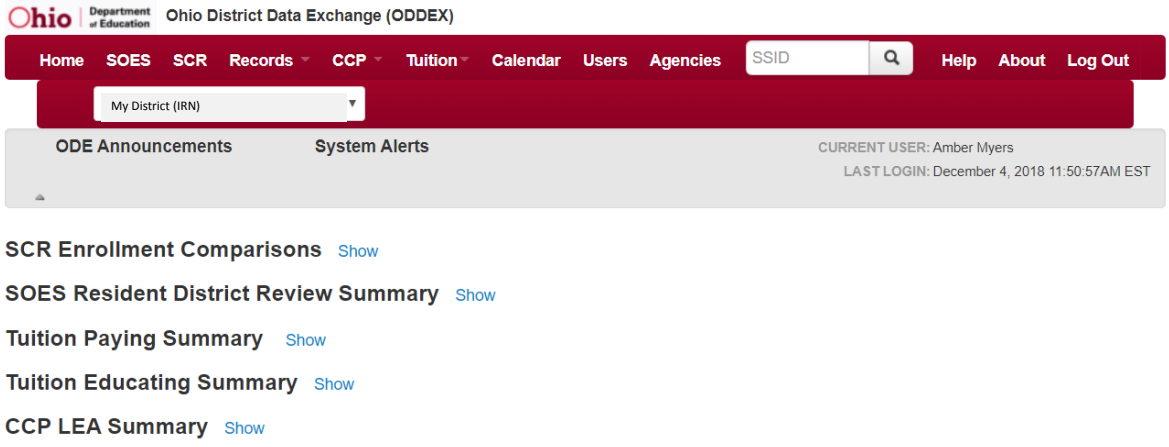
Overview

- ODDEX Data Sources…5
- ODDEX Navigation…13
- SCR & SOES Review Errors and Conflicts…25
- Exporting in ODDEX…33
- Tuition Verification (Court Placements)…39
- CCP Verification (College Credit Plus)…42
- Resources…43
- Quick Reference…48

Springfield City School District
Every Student | Every Opportunity | Every Day

3

ODDEX Landing Page



Springfield City School District
Every Student | Every Opportunity | Every Day

4

ODDEX Data Sources

Where does the data come from?

- Student Information System
  - Data Collector
    - Student Cross Reference
    - Calendar
- Other Districts data submissions
- Higher Ed (CCP)
- OEDS (Users)

Springfield City School District
Every Student | Every Opportunity | Every Day

5

ODDEX Student Data From District

- Student Information System ➡ Data Collector (Student Cross Reference) ➡ Ohio District Data Exchange (ODDEX)

Student Cross Reference (FY19)

FY19-S-Stdnt Cross Ref: Collection required for all EMIS reporting entities. Source file(s) for GI, FS, and FL student record types, labeled with the ...

Submissions: July 06, 2018 - July 19, 2019 (227 days till close)
Version: 1
Status: The collection was submitted November 28, 2018 at 03:59:55 PM by Myers.
Submission Status: Processing Completed (November 28, 2018 at 04:00:09 PM)
Submission Number: 18 (attempt 1)
Actions: Start Collection
Add New Scheduled Collection
Set Default Collection properties

Prepare Outputs: Level 1 Validations
View submission 18 Data

Springfield City School District
Every Student | Every Opportunity | Every Day

6

Access to ODDEX

- Users – Must have SAFE account with an OEDS role
  - Read Only
  - Update
- Agencies
- Additional details on Users and Agencies can be found in the HELP area of ODDEX

Springfield City School District
Every Student | Every Opportunity | Every Day

7

USERS

- Search for staff listed in OEDS who have access to ODDEX*

Roles Available to this Organization

SHOW 10 ENTRIES SEARCH oddex

ROLES IN ORGANIZATION	DESCRIPTION	NO. OF PERSONS IN ROLE	ADD PERSON(S)	REMOVE PERSON(S)
APPLICATION MANAGER-ODDEX	Application Manager-ODDEX	9 Persons		
DATA VIEW-ODDEX HISTORY FA	Data View-ODDEX History FA	16 Persons		
DATA VIEW-ODDEX HISTORY GE	Data View-ODDEX History GE	16 Persons		
DATA VIEW-ODDEX RECORDS GRAD	Data View-ODDEX Records Grad	16 Persons		

Springfield City School District
Every Student | Every Opportunity | Every Day

8

Users (continued)

- Additional ODDEX - OEDS Roles

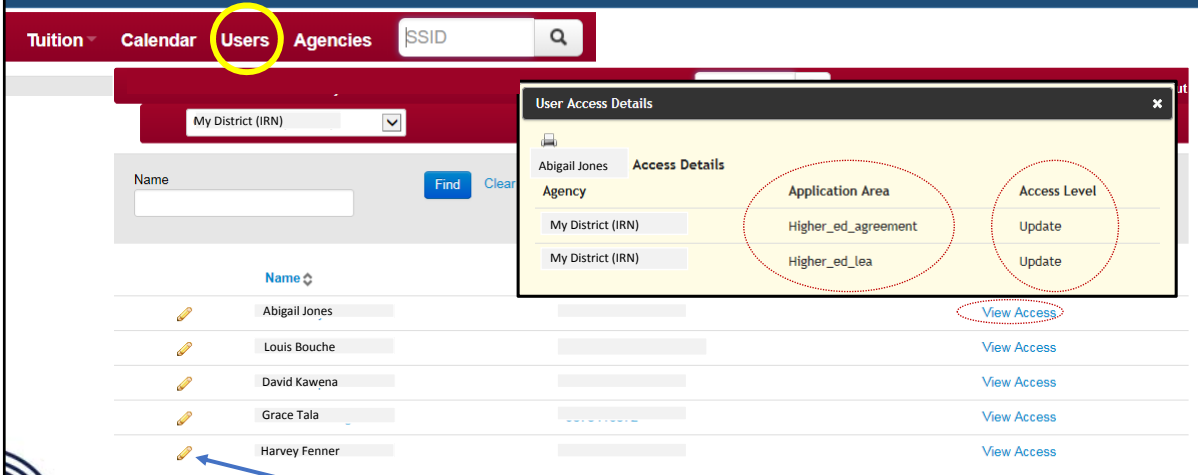
Commenter-SCR	SPRINGFIEL	Data View-SCR	SPRINGFIE	Verifier-CCP	SPRINGFIE
Commenter-Tuition	SPRINGFIEL			Verifier-SOES	SPRINGFIE
				Verifier-Tuition	SPRINGFIE

- *Not all ODDEX roles will have ODDEX in the role name

Springfield City School District
Every Student | Every Opportunity | Every Day

9

Users (Continued)



Reminder: Click on Edit pencil to enter contact information for each User.

Springfield City School District
Every Student | Every Opportunity | Every Day

10

Users (continued)

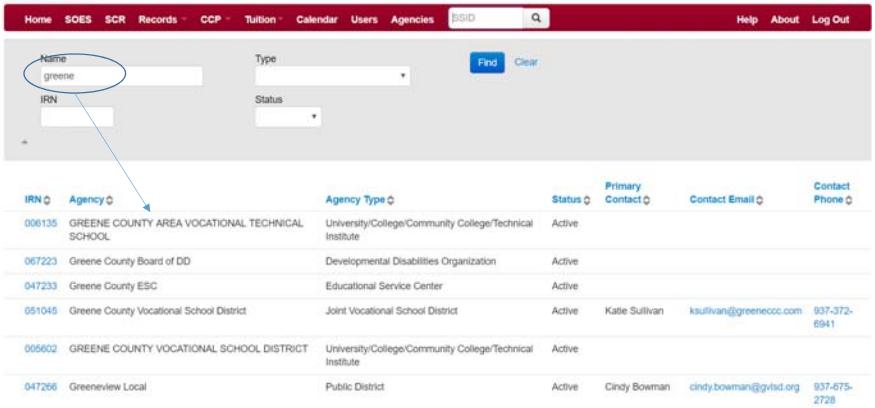
- Who has access to my district's ODDEX?
- Who should have access to my district's ODDEX and what roles?
- Inactive Users still appear in ODDEX
- Use OEDS for active list

Springfield City School District
Every Student | Every Opportunity | Every Day

11

Agencies

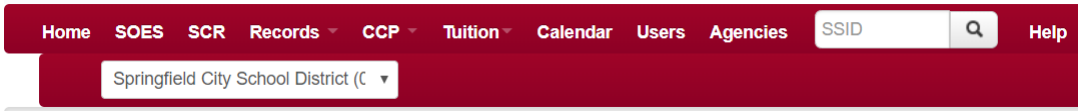
- EMIS Contact completes their information under their Agency (District)



Springfield City School District
Every Student | Every Opportunity | Every Day

12

Navigating your way thru ODDEX



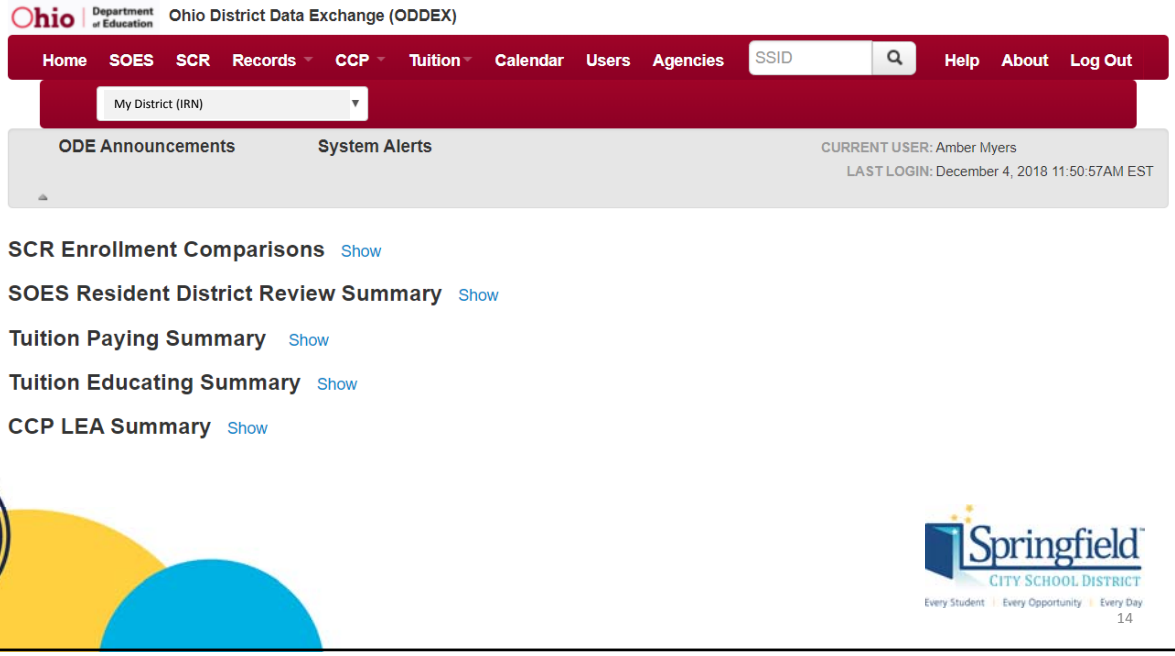
Navigation Bar

- HELP
- Global SSID Query
- CALENDAR
- USERS
- AGENCIES
- SOES
- SCR
- RECORDS
- TUITION
  - Paying
  - Educating
- CCP
  - Students
  - Agreements

Springfield City School District
Every Student | Every Opportunity | Every Day

13

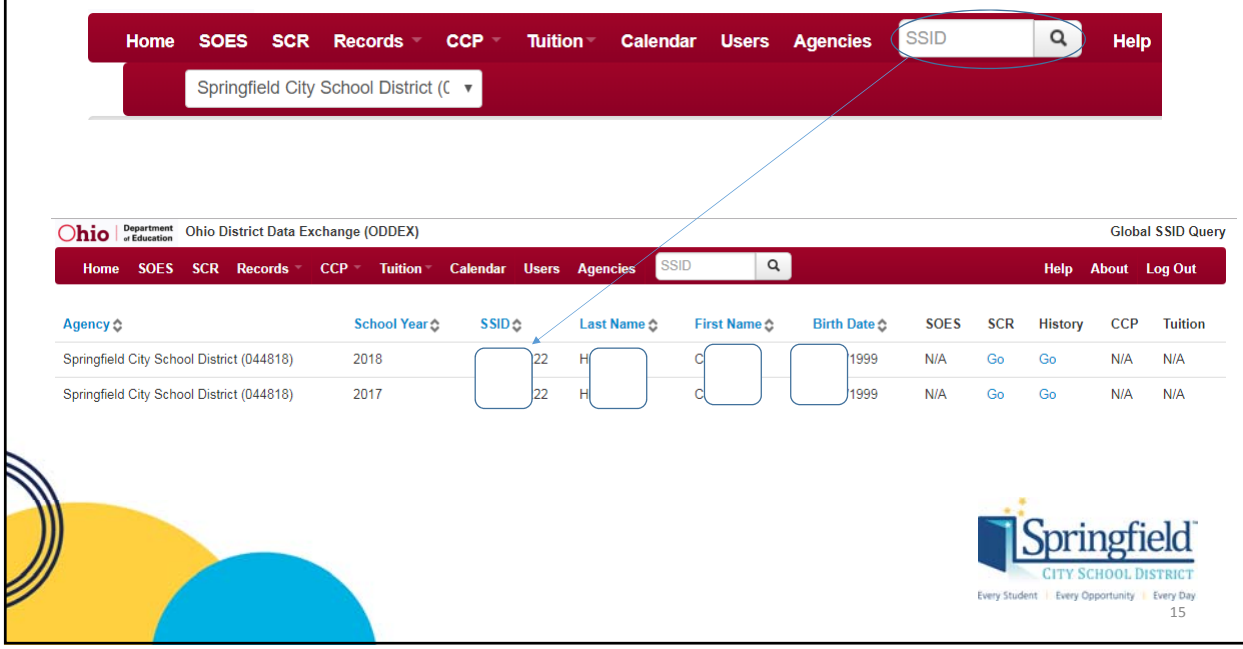
ODDEX Landing Page



Springfield City School District
Every Student | Every Opportunity | Every Day

14

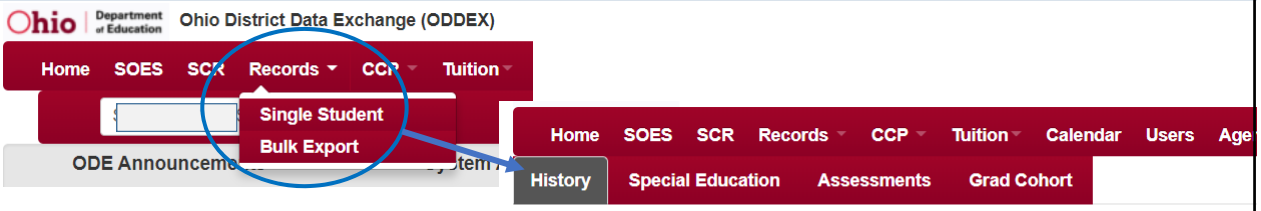
Global SSID Query



Springfield City School District
Every Student | Every Opportunity | Every Day

15

Records > Single Student



- Up to four tabs can appear for a student
  - **History** tab will help to understand the complete educational path of a student as reported in EMIS
  - **Special Education** tab will show all records that have been reported for a student in EMIS
  - **Assessments** tab will list all state reported assessments for a student in EMIS
  - **Grad Cohort** tab tracks the Cohort path of a student as reported in EMIS
- All matches from one district to another are based on the SSID reported by both districts

Springfield City School District
Every Student | Every Opportunity | Every Day

16

Records > Single Student (Continued)

- Statewide Shared Student Data
- Grant View-Only Access to stakeholders
  - History (Secretaries)
  - Assessment (District/Building Assessment Coordinators)
  - Special Education (Special Education Coordinator)
  - Graduation Cohort (HS Guidance Counselors)
  - Tuition (Treasurer)
  - CCP (HS Guidance Counselors)

Springfield City School District
Every Student | Every Opportunity | Every Day

17

History Example

History | Special Education | Assessments | Grad Cohort

As reported by Springfield City School District (044818) - Year 2019

Name	SSID	Birthdate	Gender	Year	First Reported
				2019	09/04/2018

Dates	Resident District
07/01/2018 - Current	Clark-Shawnee Local (046284)

Dates	Educating Entity	Pct of Time	How Received	Sent Reason	Withdrawn To	Withdrawal Reason	Admitted From	Admission Date	Admission Reason
07/01/2018 - Current	Springfield-Clark County (051532)	0	9 046284	JV	N/A	N/A	N/A	08/01/2015	6
07/01/2018 - Current	Springfield City School District (044818)	50	9 046284		N/A	N/A	N/A	08/01/2015	6

As reported by Clark-Shawnee Local (046284) - Year 2019

Name	SSID	Birthdate	Gender	Year	First Reported
				2019	08/24/2018

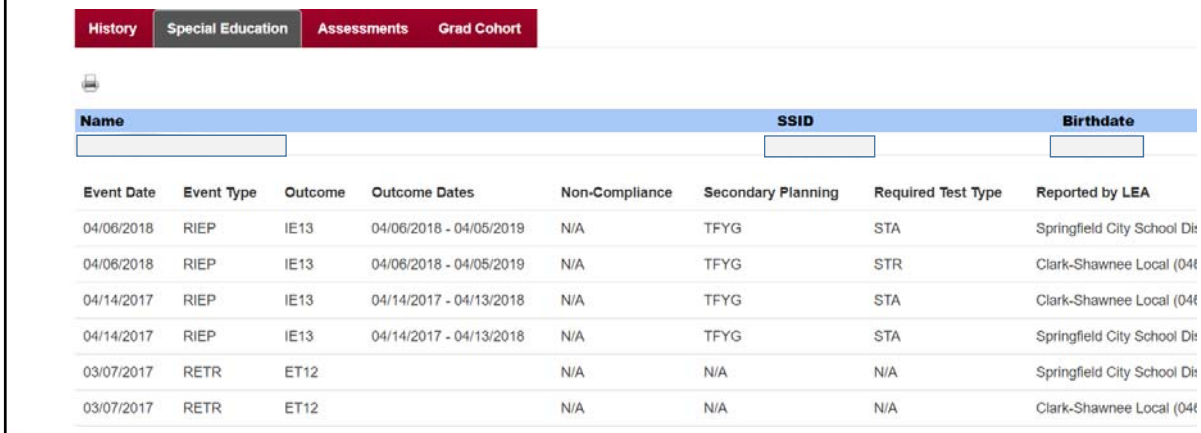
Dates	Resident District
07/01/2018 - Current	Clark-Shawnee Local (046284)

Dates	Educating Entity	Pct of Time	How Received	Sent Reason	Withdrawn To	Withdrawal Reason	Admitted From	Admission Date	Admission Reason
07/01/2018 - Current	Clark-Shawnee Local (046284)	0	N/A N/A		N/A	N/A	044818	07/01/2015	7
07/01/2018 - Current	Springfield City School District (044818)	0	N/A N/A	OE	N/A	N/A	044818	07/01/2015	7

Springfield City School District
Every Student | Every Opportunity | Every Day

18

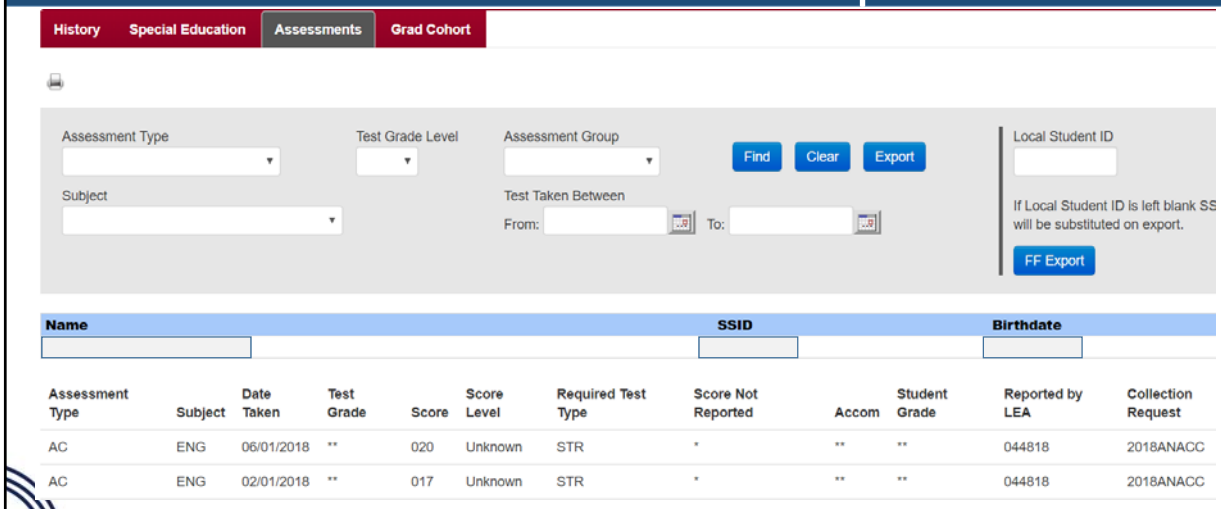
Special Education Example



Springfield City School District
Every Student | Every Opportunity | Every Day

19

Assessments Example



Springfield City School District
Every Student | Every Opportunity | Every Day

20

Graduation Cohort Example

History | Special Education | Assessments | Grad Cohort

Export

Name	SSID	Birthdate

Event Date	Event Code	Key Event Data	Accountable LEA	Accountable Building	Data Source LEA	Data Source FY	Data Source Collection	Override Related
06/30/2018	ACNT4 - Accountable - 4 Year Cohort	2019	046284	035527	044818	2018	2018S3TRD	N
08/16/2017	DISAB - Student with a Disability	Y			044818	2018	2018S3TRD	N
08/16/2017	DISAB - Student with a Disability	Y			051532	2018	2018S3TRD	N
08/16/2017	DISAD - Economic Disadvantaged	Y			044818	2018	2018S3TRD	N
08/16/2017	ENROL - Enrollment/Bldg Change	9			044818	2018	2018S3TRD	N
06/30/2017	ACNT4 - Accountable - 4 Year Cohort	2019	046284	035527	044818	2017	2017S3TRD	N

Springfield City School District
Every Student | Every Opportunity | Every Day

21

ODDEX Landing Page (Full View)

Traditional District Landing Page
Student Cross Reference (SCR) & SOES

SCR Enrollment Comparisons Hide

Agency	All	Open with Issues All / Not Hidden	Not Reported All / Not Hidden	Resolved Issues
My District (IRN)	9806	420 / 354	259 / 236	937

SOES Resident District Review Summary Hide

Agency	No Activity 30 / 45 / 75	Flags/ Comments	Reviewed	Escalated	ODE Override	ODE Auto Approved
My District (IRN)	6 / 0 / 0	68	387	13	1	458

Springfield City School District
Every Student | Every Opportunity | Every Day

22

ODDEX Landing Page (Full View)

Traditional District Landing Page
Tuition Paying & Tuition Educating Summary

SCR Enrollment Comparisons Show

SOES Resident District Review Summary Show

Tuition Paying Summary Hide

Agency	No Activity 15 / 30	Flags/ Comments	Reviewed	Escalated	ODE Override
My District (IRN)	219 / 0	0	0	0	0

Tuition Educating Summary Hide

Agency	No Activity 15 / 30	Flags/ Comments	Reviewed	Escalated	ODE Override
My District (IRN)	65 / 0	3	52	0	0

Springfield City School District
Every Student | Every Opportunity | Every Day

23

ODDEX Landing Page (Full View)

Traditional District Landing Page
CCP LEA Summary

Tuition Educating Summary Show

CCP LEA Summary Hide

Agency	No Activity 15 / 30 / 45	Flags/ Comments	Reviewed	Escalated	ODE Override	Agreements	Approved Agreements
My District (IRN)	0 / 0 / 0	1	110	0	0	6	4

Springfield City School District
Every Student | Every Opportunity | Every Day

24

Error v/s Warning

- ODDEX can be thought of as groups of informational warnings with the exception of the EPCT
  - *The EPCT notification indicates that there is overlapping enrollment and should be on your radar from the beginning as it is tied to funding*
- WTIC check can help cross-check potential future Grad Cohort issues
- STIC warning is common when preschool students move to another district and enroll in Kindergarten
- REMINDER…you can only make adjustments to what YOU are reporting

Springfield City School District
Every Student | Every Opportunity | Every Day

25

SCR Conflict Codes

The possible conflict codes are

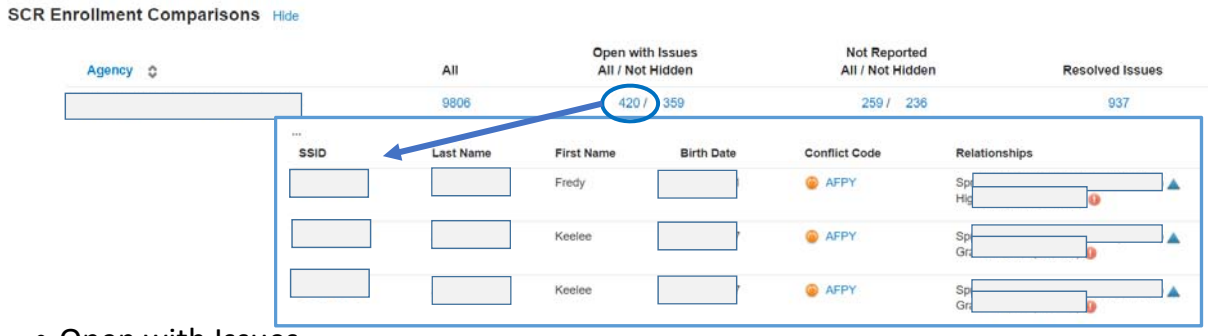
- WTIC - Withdrawn to IRN conflict; SSID is not found in submitted data from the withdrawn to IRN; informational, does not impact funding for a student
- WTNY - Withdrawn to IRN conflict for next year; SSID is not found in the next years submitted data from the withdrawn to IRN; informational, does not impact funding for a student
- **EPCT** - Exceeded percent of time for student; students total percent of time exceeds 100%; critical, **does impact funding for a student**
- AFIC - Admitted from IRN conflict; SSID is not found in submitted data from the admitted from IRN
- AFPY - Admitted from IRN conflict prior year; SSID is not found in the prior years submitted data from the admitted from IRN
- STIC - Sent to IRN conflict; SSID is not found in submitted data from the sent to IRN, where the sending district is the received from IRN
- RFIC - Received from IRN conflict; SSID is not found in submitted data from the received from IRN, where the receiving district is the sent to IRN

Ohio District Data Exchange (ODDEX) SCR Application Help

Springfield City School District
Every Student | Every Opportunity | Every Day

26

Reviewing ODDEX Errors and Conflicts



- Open with Issues
  - Sorting by header is NOT currently an option in SCR
  - Sorting can be done by Conflict Code or Export
- Individual students can have multiple Conflict Codes

Springfield City School District
Every Student | Every Opportunity | Every Day

27

Managing SCR Conflicts

- Keep in mind…
  - A student can be both an Open With Issues and Mismatched
  - Not Reported/Mismatched names can be found by selecting the Conflict Code or SSID
- Keep the conflict codes handy
- Use the Export function
- Add Comments when reviewing student
- Hide the students in ODDDEX that have been reviewed
  - Once a new comment has been added, the record will become unhidden
- Use the History tab to see what the other district is reporting
  - Copy and paste the SSID to move between tabs to look at the student

Springfield City School District
Every Student | Every Opportunity | Every Day

28

Managing SCR Conflicts (Continued)

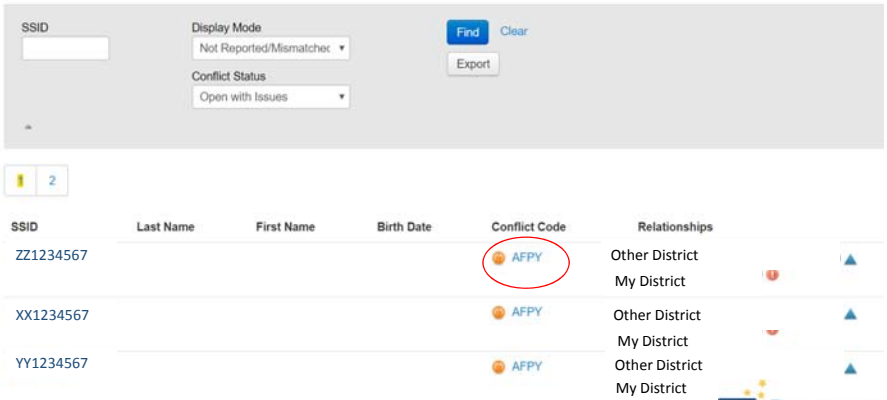
- Beginning of Year - Create one master copy to work on
  - Add a notes column to your spreadsheet
  - Work on one worksheet or conflict at a time
  - As new students appear, they can be added to the worksheets based on their conflict date and code
  - If the conflict information is in a column that isn't easily viewable, hide some of the columns that you do not want to see
- The more often you submit to the SCR, the sooner conflicts may be resolved on both ends

Springfield City School District
Every Student | Every Opportunity | Every Day

29

Not Reported/Mismatched

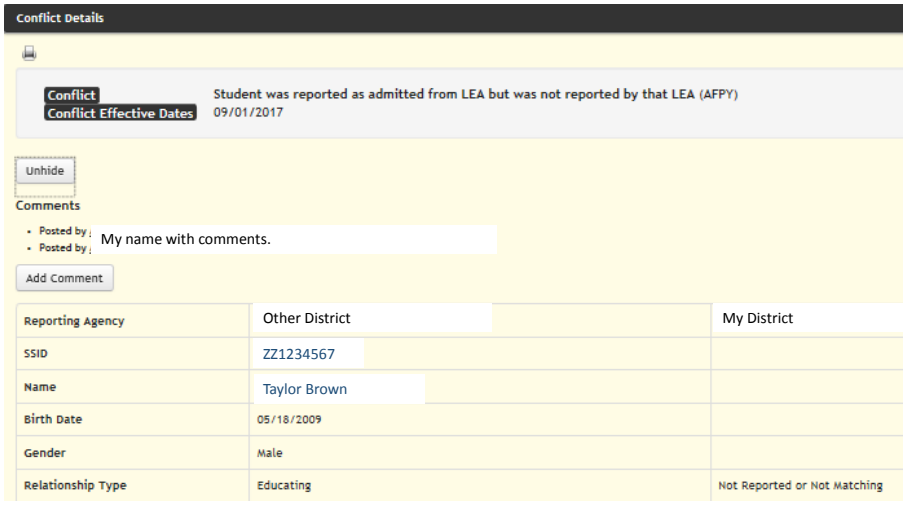
- SSID or Conflict Code will identify student
- Add comments during review



Springfield City School District
Every Student | Every Opportunity | Every Day

30

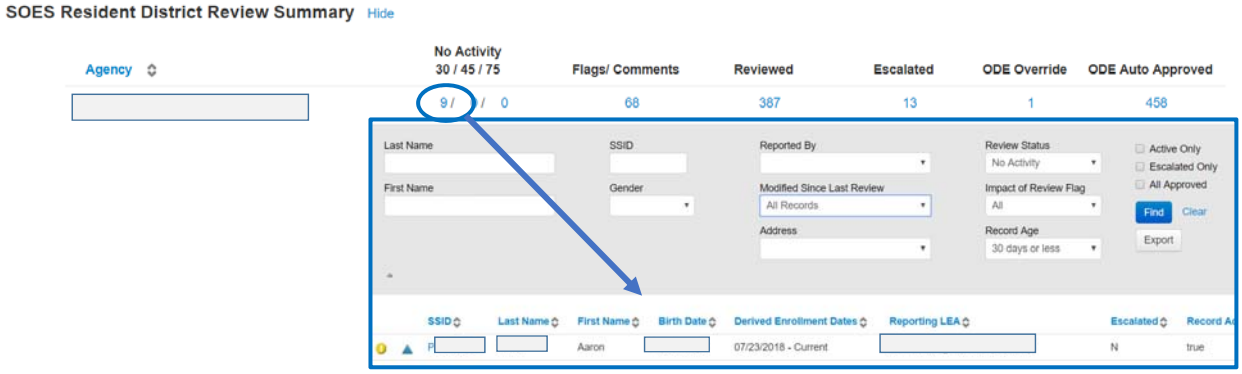
Not Reported/Mismatched (Continued)



Springfield City School District
Every Student | Every Opportunity | Every Day

31

Managing SOES Conflicts



- Guidance on flagging a record can be found in the Help document in ODDEX
  - Sorting by header IS currently an option in SOES
  - Exporting complete file is available

Springfield City School District
Every Student | Every Opportunity | Every Day

32

Exporting in ODDEX

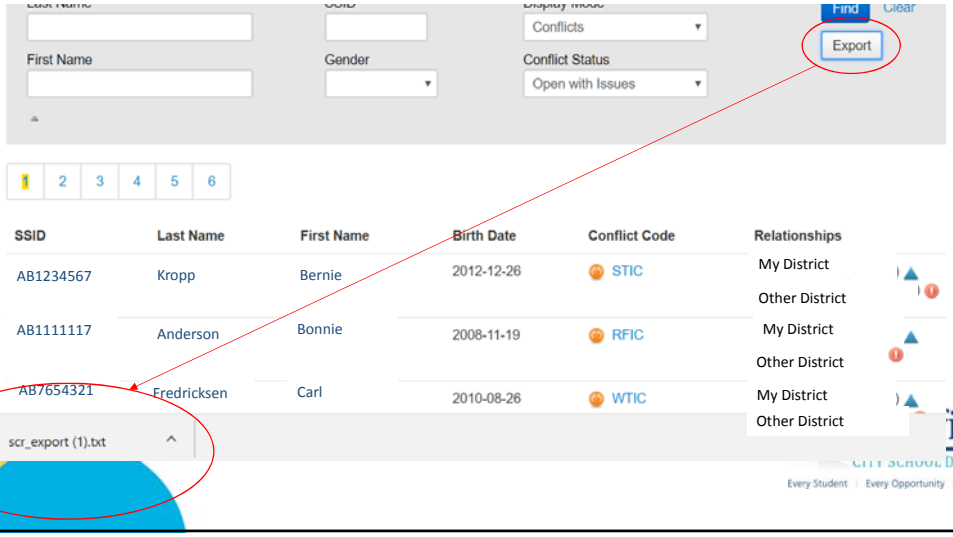
- Any area in ODDEX has the functionality of exporting a list of students
- Easily filter and sort students to review
- Export hidden or non-hidden students

Springfield City School District
Every Student | Every Opportunity | Every Day

33

Export (Continued)

Export the Open With Issues conflicts



Every Student | Every Opportunity | Every Day

34

Export (Continued)

How to Export

- With the Notepad open
  - Select “Edit”
  - Select “Select All”
    - This will highlight the contents of the entire file
  - Select “Edit”
  - Select “Copy”
- With Excel open
  - Place cursor in cell A1
  - Right click so that the shortcut window populates
  - Select Paste Options
  - Paste the Text from the clipboard

Springfield City School District
Every Student | Every Opportunity | Every Day

35

Export (Continued)

Export to Notepad to Excel

scr_export (play) - Notepad

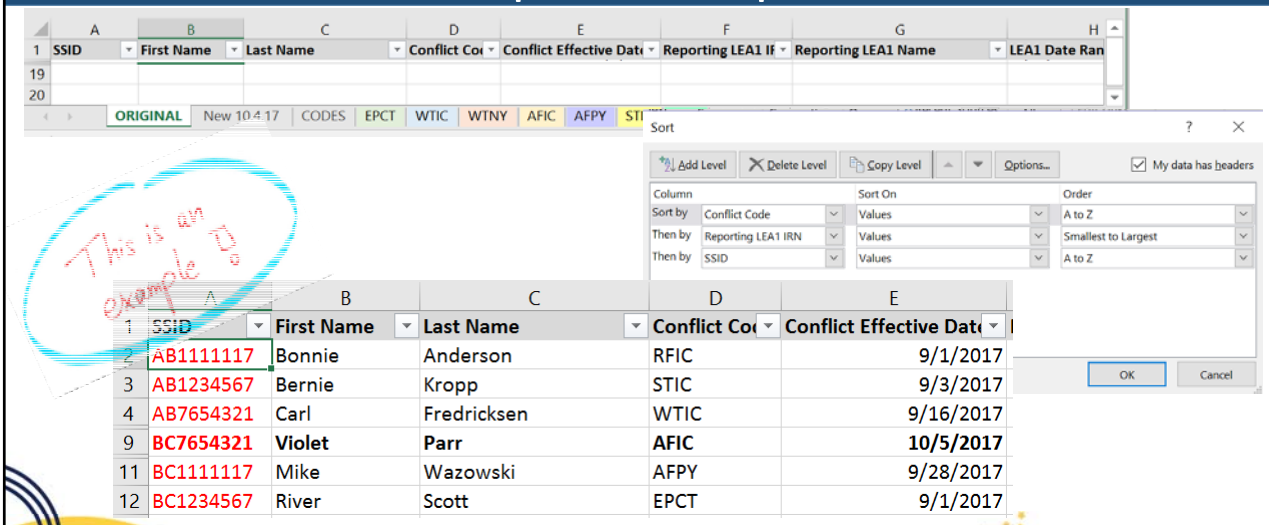
File Edit Format View Help

```
SSID     First Name      Last Name       Conflict Code   Conflict Effective Dates
AB1234567       Bernie  Kropp   STIC    10/04/2017      040000  Greetree Local  10/04/20
AB1111117       Bonnie  Anderson        RFIC    10/06/2017      040000  Greentree Local
AB7654321       Carl    Fredricksen     WTIC    09/16/2017      040000  Greetree Local
BC1234567       River   Scott   EPCT    09/11/2017      040000  Greentree Local 09/12/20
BC7654321       Violet  Parr    EPCT    10/05/2017      140000  Ocala View Local
BC1111117       Mike    Wazowski        EPCT    09/28/2017      130000  Clifford Parc Lo
CD1234567       Sally   Carrera RFIC    09/01/2017      040000  Greentree Local 07/01/20
CD7654321       Riley   Anderson        RFIC    09/01/2017      040000  Greentree Local
```

	A	B	C	D	E	F	G
1	SSID	First Name	Last Name	Conflict Co	Conflict Effective Dat	Reporting LEA1 Id	Reporting LEA1 Name
2	AB1234567	Bernie	Kropp	STIC	10/4/2017	40000	Greetree Local
3	AB1111117	Bonnie	Anderson	RFIC	10/6/2017	40000	Greentree Local
4	AB7654321	Carl	Fredricksen	WTIC	9/16/2017	40000	Greetree Local
5	BC1234567	River	Scott	EPCT	9/11/2017	40000	Greentree Local
6	BC7654321	*Violet*	*Parr*	EPCT	10/5/2017	140000	Ocala View Local
7	BC1111117	Mike	Wazowski	EPCT	9/28/2017	130000	Clifford Parc Local
8	CD1234567	Sally	Carrera	RFIC	9/1/2017	40000	Greentree Local
9	CD7654321	Riley	Anderson	RFIC	9/1/2017	40000	Greentree Local

36

Export Example



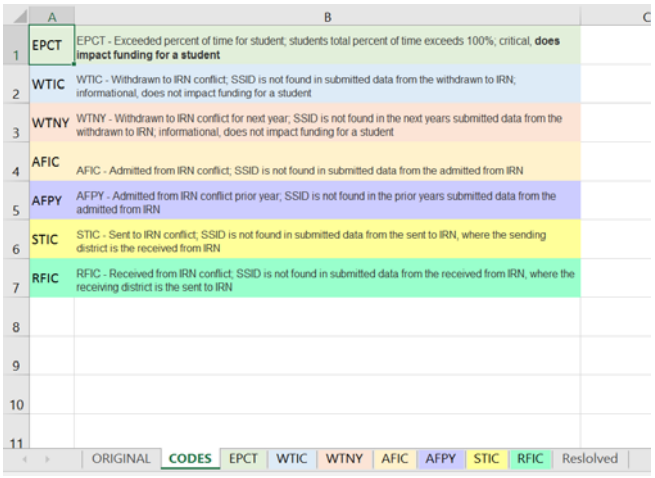
SSID	First Name	Last Name	Conflict Co	Conflict Effective Dat
AB1111117	Bonnie	Anderson	RFIC	9/1/2017
AB1234567	Bernie	Kropp	STIC	9/3/2017
AB7654321	Carl	Fredricksen	WTIC	9/16/2017
BC7654321	**Violet**	**Parr**	**AFIC**	**10/5/2017**
BC1111117	Mike	Wazowski	AFPY	9/28/2017
BC1234567	River	Scott	EPCT	9/1/2017

Springfield City School District
Every Student | Every Opportunity | Every Day

37

SCR Export Hints

- Keep a list of the codes and their definitions handy can help when trying to sort out what needs to be looked at
- Adding the code and definition to each tab is helpful too



Springfield City School District
Every Student | Every Opportunity | Every Day

38

Tuition Paying / Tuition Educating

- Tuition Paying Summary – Court/Foster Placed students attending elsewhere
  - **You are named as District Responsible for tuition**
  - **You approve or flag record**
- Tuition Educating Summary – Court/Foster Placed students attending your district
  - Another District is named as responsible
  - Additional required data entered by educating district
  - Some counties do NOT list District Responsible for Tuition
  - Collect as much information as possible during registration process

Tuition Paying Summary Hide

Agency	No Activity 15 / 30	Flags/ Comments	Reviewed	Escalated	ODE Override

Tuition Educating Summary Hide

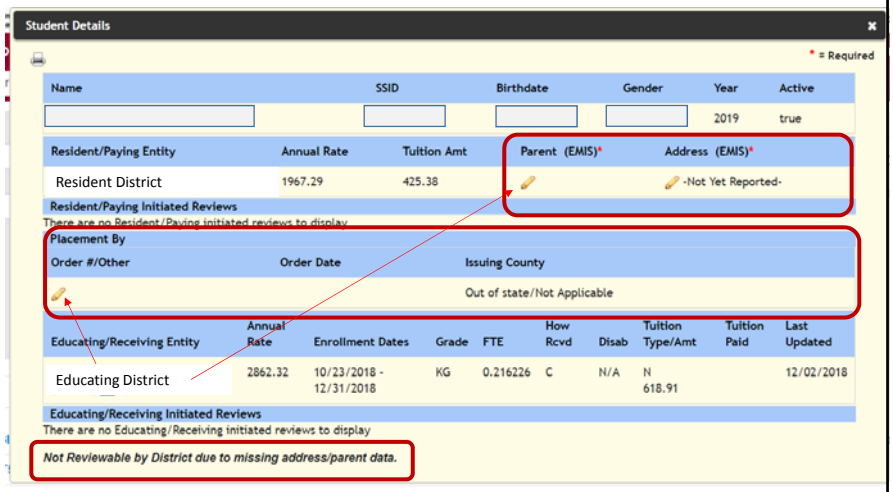
Agency	No Activity 15 / 30	Flags/ Comments	Reviewed	Escalated	ODE Override
	65 / 0	3	52	0	0

Springfield City School District
Every Student | Every Opportunity | Every Day

39

Tuition Educating

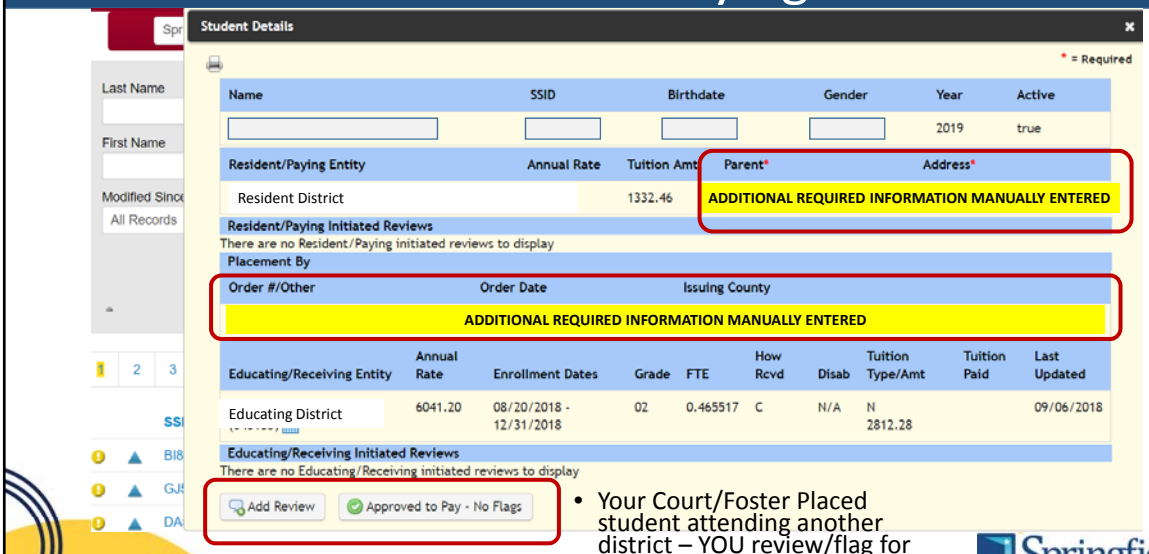
- Court/Foster Placed students attending your district – YOU ARE EDUCATING
  - Parent Name
  - Address at time of removal
  - Court Order, Date and County Issuing
- Cannot be reviewed by resident/paying district if not completed
- Reminders to complete sent from Area Coordinator
- Use Export to view students missing required fields



Springfield City School District
Every Student | Every Opportunity | Every Day

40

Tuition Paying



- Your Court/Foster Placed student attending another district – YOU review/flag for Tuition

Springfield City School District
Every Student | Every Opportunity | Every Day

41

CCP - College Credit Plus

- College or University submits student roster, course information and agreements to Ohio Department of Education to load into ODDEX
- District being named reviews Agreements and Students
- 45 day window to review

CCP LEA Summary Hide

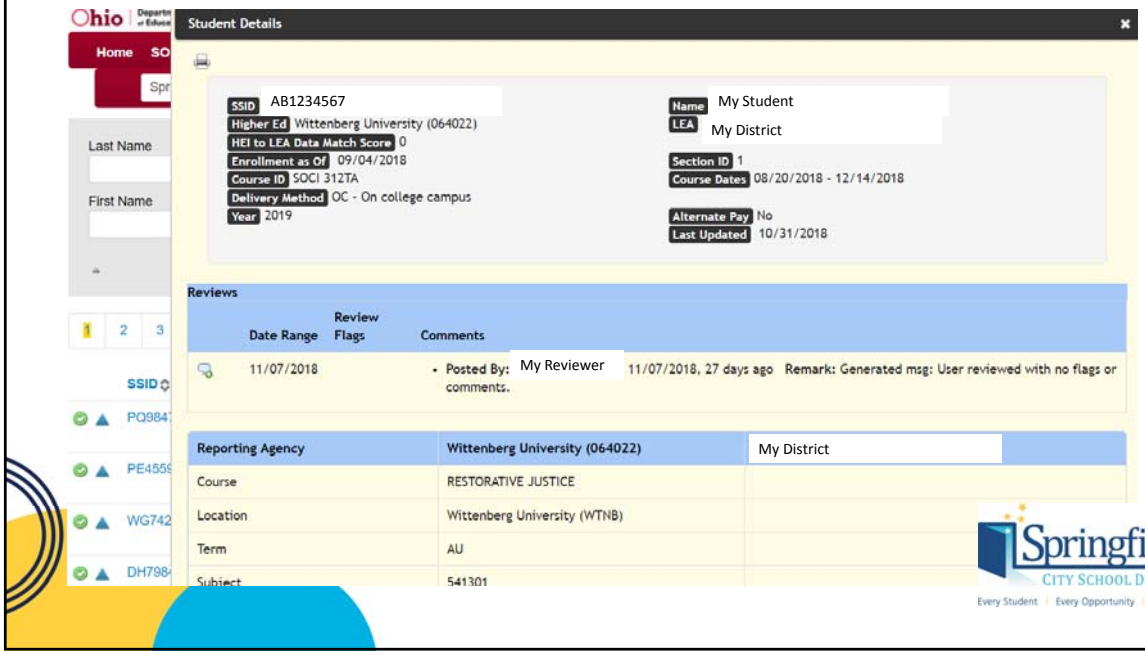
Agency	No Activity 15 / 30 / 45	Flags/ Comments	Reviewed
My District	0 / 0 / 0	1	110

Escalated	ODE Override	Agreements	Approved Agreements
0	0	6	4

Springfield City School District
Every Student | Every Opportunity | Every Day

42

CCP - College Credit Plus



Springfield City School District
Every Student | Every Opportunity | Every Day

43

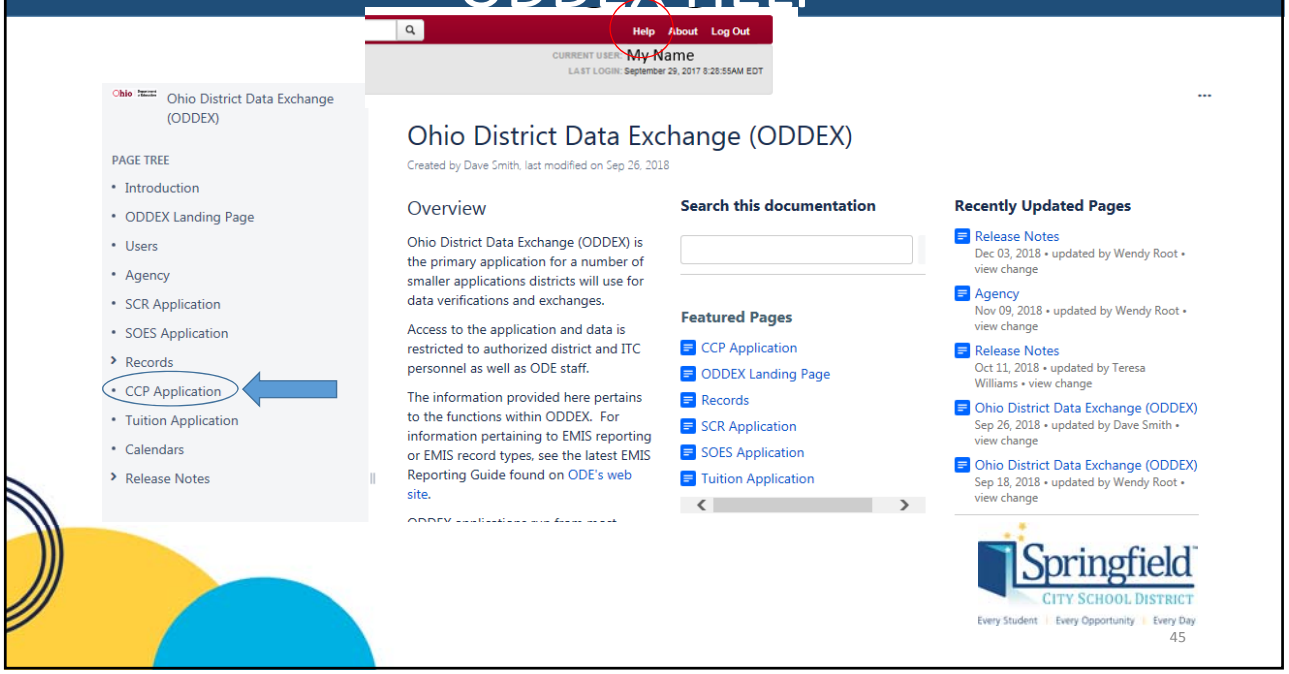
ODDEX Resources

- ODDEX Help
- ODE
  - Presentations, Report Explanation, EMIS Newsflashes, EMIS Advisory Workgroup
- SIS Shared Data (if available)
- EMIS Alliance Trainings
- OAEP Conferences
- ITC Trainings
- Fellow EMIS Coordinators

Springfield City School District
Every Student | Every Opportunity | Every Day

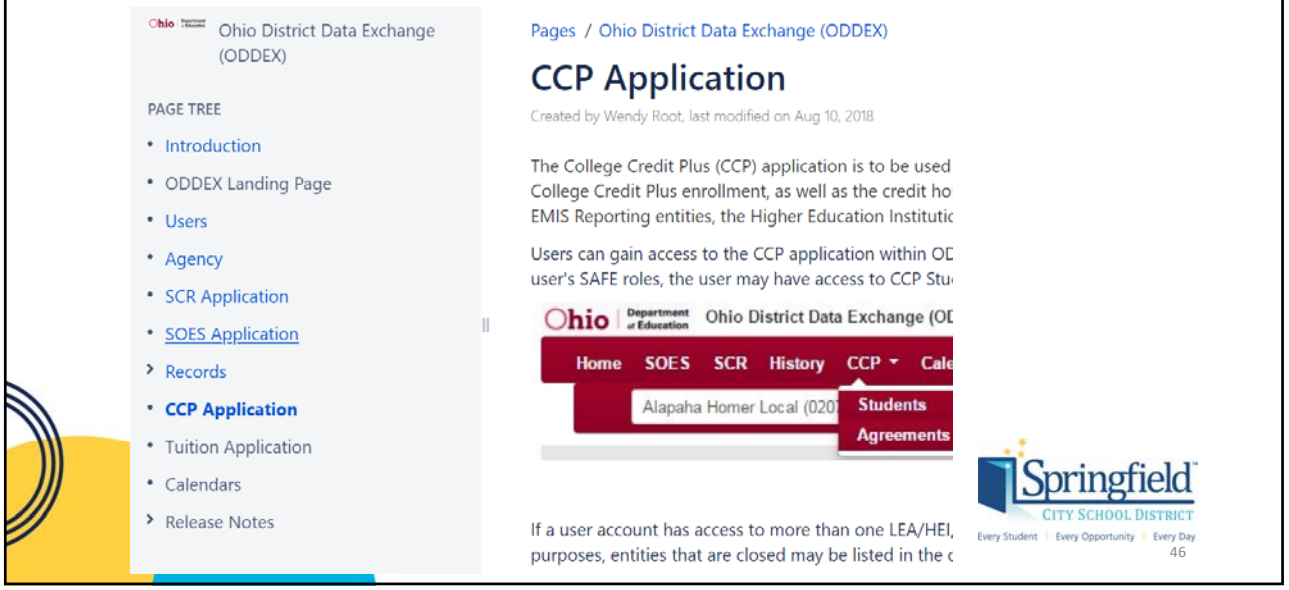
44

ODDEX HELP



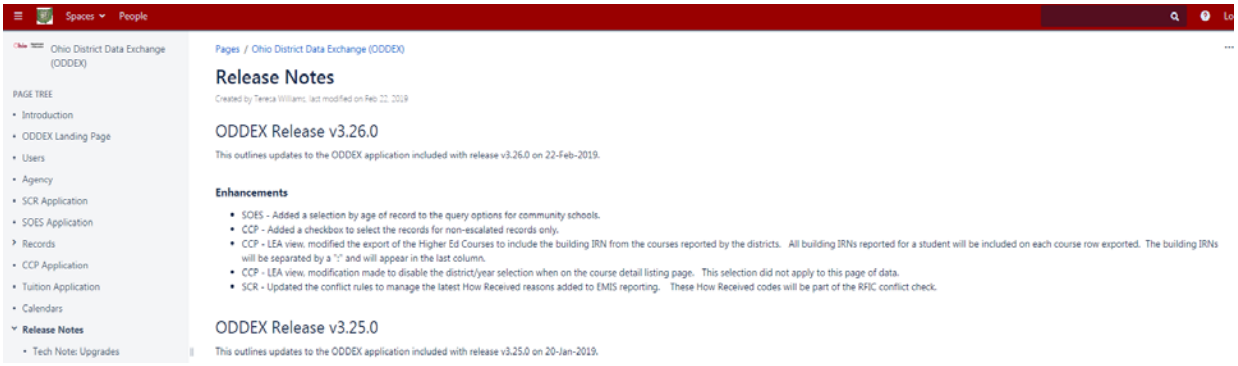
ODDEX HELP (Continued)

HELP > CCP APPLICATION



ODDEX HELP (Continued)

HELP > Release Notes



Springfield City School District
Every Student | Every Opportunity | Every Day

47

ODDEX Quick Reference

- **SSID Search** – Use the SSID Global Search from the Navigation Bar to find ANY SSID that your district has reported for ALL years

- **SOES**
- Export available to pull all students at Community Schools pointing to your district

- **SCR (Student Cross Reference)**
- Export complete list of conflicts
- **EPCT** conflicts are overlapping enrollment and affects funding
- **WTIC** could potentially affect graduation rate

- **RECORDS**
- View Only access is useful to various staff in the district (FA, GE, Grad Cohort)
- **History** of an SSID that your district reported for current and all prior years
- **Assessments** (FA) ALL State assessments for an SSID
- **Special Ed** (GE) records submitted for an SSID for ALL years
- **Grad Cohort** will show the initial co-hort SSID is tied to
- **Bulk Export** of assessments available

Springfield City School District
Every Student | Every Opportunity | Every Day

48

ODDEX Quick Reference

- **CCP (College Credit Plus)**
- **Students**
  - Payment & Courses exports available
- **Agreements** between district and college are available for export

- **TUITION (Court Placed In/Out)**
- **Paying** district can export list of students
  - Use this export to verify special education contracts from **Received** district
- **Receiving** district can export list of students
  - Use this export to verify contracts sent to **Paying** district
  - Use export to verify parent name and addresses that are not yet entered

- **CALENDAR**
- Review the start and end date of your district calendar for a particular year

Springfield City School District
Every Student | Every Opportunity | Every Day
49

ODDEX

Questions?

Springfield City School District
Every Student | Every Opportunity | Every Day
50

EMIS Collection Calendar