2020 State Reporting Track – All sessions presented by Bob Dohm

ETC AzEDS Coordinator Certification Overview

All AzEDS Coordinators and anyone else interested in pursuing ETC AzEDS Coordinator Certification are strongly encouraged to attend this session.

During the 2019 ETC Conference, the overwhelming majority of attending AzEDS Coordinators indicated interest in pursuing ETC AzEDS Coordinator Certification. This session will provide an overview of the preparation process leading up to certification testing to be conducted during the last two sessions at this conference.

This session also provides an opportunity to present information on a variety of important topics related to AzEDS that are not covered in other sessions.

Defining, calculating and understanding Average Daily Membership

This session also includes:

- information intended to provide an understanding of the ADE practice of ADM Limiting.
- Information regarding the role of the ADE LEA Calendar in calculating ADM.

The most important rules and procedures related to Student School Membership

Among other topics, this session includes:

- Definitions of the dates of enrollment, withdrawal and readmission.
- Discussion regarding year-end status and summer withdrawal.
- Activity Codes (Enrollment, Withdrawal, Readmission, Year-end Status, Summer Withdrawal).

Determining and Reporting Student Full Time Equivalency (FTE)

- FTE and Tuition Payer Code for Preschool Students
- FTE and Tuition Payer Code for non-preschool Needs Only Students
- FTE for KG
- FTE for grades 1-8
- FTE for grades 9-12

The most important rules and procedures related to reporting student participation in SPED and EL

Among other topics, this session includes:

- Definitions of Enter and Exit Dates.
- Discussion of the appropriate use of Exit Reasons.
- Information on addressing the most common Integrity errors related to SPED and EL

Absence and Attendance

- The difference between absence and attendance and related requirements for submission
- The rules for calculating absences for students in grades K-8
- Method 1 and Method 2 absence reporting for grades 9-12
- Defining Excused Absences

Though this session may touch on some specific Synergy procedures, it is not intended to walk participants through all aspects of entering, verifying and/or editing absence or attendance data in Synergy.

Pre and Post-Data Capture Routines

The routine we recommend to ensure that the data in AzEDS related to Student School Membership, SPED Service and EL Program Participation are complete, accurate and free of consequential Integrity errors prior to each monthly Data Capture Deadline (DCD) and the routine we recommend to ensure that the results of data Aggregation following the DCD are as expected will be reviewed during this session.

Note: The information presented in this session was previously offered in greater detail during webinars held during the first quarter of FY20.

ETC AzEDS Coordinator Certification Test Final Preparation

This session provides an opportunity for participants to organize notes and/or study for the ETC AzEDS Coordinator Certification Test. If needed, the session also provides an opportunity for the presenter to attempt to clarify test related topics from early presentations, present anything that may have been left out inadvertently or due to time constraints and to provide more opportunities to practice sample items for the practical application portion of the test.

ETC AzEDS Coordinator Certification Test – Part 1, General Knowledge

ETC AzEDS Coordinator Certification Test – Part 2, Practical Application