

## Cycle 2 through 7 Frequently Ask Questions

1. Should all of the students in the district with a current year E/W vector have their race updated in Student Plus?  
A. All students should have their race entered in Demographics using the ASSIGN RACE button.
2. If a student has information in the ESL Waived Date field on Demographics Screen 102, is the student still considered as an ELL student on Screen 100?  
A. Yes- “Waived” refers to the waiving of ESL services. ELL status cannot be “waived”, and only allows exiting when the affected student tests-out as fully proficient or advanced on the English proficiency test.
3. Once a student has been exited from the ELL program and is being monitored (M1 or M2 on Demographics Screen 102) should the student be marked as ELL on screen 100?  
A. No- The data field on Screen 102 is actually MFLEP 1 or 2--and the acronym refers to MONITORED FORMER LEP--designating the student's (EXITED) ELL status; they are no longer considered as ELL and should be coded on Screen 100 as ‘N’.
4. If an ELL student transfers into the district from another state what ELL Entry Date should be used?  
A. Use the ELL Date provided from the previous district if it is available.
5. Will Medical Vision Hearing and Scoliosis screenings all be required this year?  
A. Yes- Vision Screening data will be collected in Cycles 3 and 6 while Hearing and Scoliosis Screenings will be collected in Cycle 7
6. Is a referral and/or follow-up code required for failing a Medical Hearing or Scoliosis screening?  
A. Yes-
7. Is it possible to mass add Medical Hearing and Scoliosis data?  
A. Yes- The fields may be mass updated. Please contact your SMS Field Rep for assistance in mass updating.
8. Will Discipline data be collected in Cycle 7 again this year?  
A. Yes- Discipline data is collected in Cycle 7 due June 15<sup>th</sup>.
9. How should the dates be formatted when entering ELL entry and exit dates on Demographics Screen 102?  
A. The dates should be formatted MM/DD/YYYY

- 10.** Should students who enroll in the district between Oct. 1<sup>st</sup> and Oct 15<sup>th</sup> be entered in APSCN during Cycle 2?
- A.** Yes- new students may be entered into StudentPlus at anytime. See Commissioner's Memo FIN-10-017 Dated 08/27/2009 for more details.
- 11.** Should students who leave the district between Oct. 1 and Oct. 15 be withdrawn from StudentPlus?
- A.** Yes- these students may be withdrawn at anytime using the day after their last attendance day as the withdrawal date
- 12.** If an adult with a child or children moves in with his/her parents, should the child/children be marked as homeless?
- A.** Any family moving in with another family, whether related or not, would be considered homeless if the move was due to losing their home in disaster or lack of financial resources. If the move was for convenience they would not be considered homeless.
- 13.** Is there funding from the state that goes to the districts for homeless students?
- A.** Each year grants for homeless programs are awarded. Every district in the state is required to have Title I set-aside funds for homeless students. Any school receiving Title I funds also have to have homeless set-aside funds
- 14.** Should a student homeless status change once the student is no longer homeless?
- A.** No--once a student is determined to be homeless and a code entered in field 03 on Screen 102 the student should remain coded as homeless for the entire year. However, the type of homeless code may be updated.
- 15.** Should a speech therapist that does NOT have an Arkansas teaching license be entered on Screen 1000, the pullout screen, in Student Plus?
- A.** No-- Speech therapist without a license should be coded as a classified employee using code 474 in the Financial Plus software.
- 16.** Should a student that attended a 21st Century Community Learning Center academic/tutoring program this past summer have field 08 on Screen 102 in Student Plus marked with 'Y'?
- A.** Yes
- 17.** Is the new School Choice LEA field on Screen 102 in Student Plus for new school choice students enrolling this year or any student with those resident codes?
- A.** The new field for Choice LEA is for all students that have transferred into your school due to their home school being in school improvement.. The Entry/Withdrawal Screen should have a resident code of F, G, I, or J for these students.

- 18.** Do ABE teachers need to be in the teacher catalog and attached to student in Student Plus?
- A. Yes, PK teachers should be pulled into counts for state reporting.