ELA Data Manager Webinar: Closedown Fall 2021 Q + A
11-03-2021

Topic	Question	Answer
Add/Update Scores	We have several "NE" scores. You mentioned "N" but "NE" - What does a score of NE mean?	The KReady system has the score of N and NE, if a child is on an IEP and can't access the item(s) you would use N. NE = Not Yet Evident, means child has not reached the level of the first descriptor yet. If you did not get to assess the item, then you leave that item Blank.
Add/Update Scores	Can you also cover the NE reason code?	NE - is used in the KReady System to represent an item that is Not Yet Evident. When using the Bridge Form "N" is used to represent an item that is either Not Yet Evident or Not Achieved. If an item was NOT assessed, the item should be left blank.
Assessment Administration	I was told by our ESC and district we do not use the KReady but use the Bridge Document. Should we be using KReady?	The Bridge Form was developed as a transitional tool (a bridge) for those locations that were part of the Ready for Kindergarten Online system (KReady) because of program type but still needed to submit ELA data for their ECE and PSE students. While the Bridge Form has been supported during the transitional period it has always been strongly recommend that locations use the KReady system to enter student assessment scores and data.
Assessment Administration	Where or how should I start to get the ESC and the district to be using KReady?	The district should have an assessment data manager (for the KRA-R). If the district wants to use that person as the data manager for ELA they can, or they can add another data manager. If the ESC is going to use KReady, we would need to check and make sure the program is set up in KReady with an assessment data manager. Please send an email to ELAHelp@education.ohio.gov and we can provide additional assistance.
Assessment Administration	This system is used for both KRA & ELA data, correct?	The Ready for Kindergarten Online system is used for the Early Learning Assessment and the Kindergarten Readiness Assessment.
Assessment Administration	If a student starts right before the window closes, what score should be put in?	All students should complete as much of the Early Learning Assessment to the degree possible. Details in the form of Reason Codes should be provided to EMIS/EAS detailing incomplete assessment items.
Assessment Administration	If a student has chronic absences and the assessment is incomplete, teachers should enter nothing?	If an item for a student is not able to be assessed, the teacher should leave the item blank.
Assessment Administration	If a child has only been enrolled a few days before Nov 14, does the child still need to be assessed with ELA?	If the child is an ECE grant funded child or in Preschool Special Education, then we would expect results of the 10 Learning Progressions reported for fall. Any SKB not observed to provide a rating should be left blank. Any LP rated N will need a reason code when reporting in EMIS or EAS.

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Assessment Administration	Do we have report on all 3 collections, i.e. Winter or just fall and spring?	Only Fall and Spring reporting is required for ECE or PSE funded students.
Data Loading	I am at private school. How do I find student id numbers?	See this form for instructions on how to assign SSID numbers. https://www.ohio-k12.help/wp-content/uploads/2021/03/OH_ELA_State_Student_ID_Unique_Identification_Naming_Convention.pdf
Data Loading	Will we be going over how to get our kids in the KReady system?	This webinar is for ELA Closedown. If you need assistance with how to upload teachers/students, please review the Data Manager Training - Data Prep and Loading webinar from Aug 9, 2021 here - https://www.ohio-k12.help/kready-support/dmtraining/
Report(s)	Is there a report that I can run/print that will show/print all the evidence that we uploaded? Pictures, comments?	Data Managers do not have the ability to access a report or exports of evidence items added by teachers. Teachers however can download the Student Assessment Rating Report to access a report of the evidence added. Go here to view the steps a teacher would use to access the report. https://www.ohio-k12.help/kready-support/teacher-support/student-assessment-ratings-report/
Report(s)	Want to make sure I understand the SKB Ratings Report. When we view this one, we should see something entered in all columns for every student?	The SKB Ratings Report provides detailed information for each item that a student is assessed. Go here to view the steps for accessing the SKB Ratings Report - https://www.ohio-k12.help/kready-support/data-manager-support/accessing_skb_report/
Report(s)	I know this is an ELA webinar, but what is the deadline to clean up KRA data? Can data still be added if it was not already? In looking at the completion report, I can see we have a lot of missing data.	It is too late to add any KRA item scores to KReady. Demographic data can be updated through Nov. 9. It is possible to calculate scaled scores outside of the system to submit for EMIS reporting. Email us at KRAhelp@education.ohio.gov if you would like to pursue this option so we can provide you with more details.
Report(s)	We have a student entering the program 5 days before the window closes. Are we required to report scores for them? They were not enrolled in a different program previously, so we're not able to request a transfer.	If the child is an ECE grant funded child or in Preschool Special Education, then we would expect results of the 10 Learning Progressions reported for fall. Any SKB not observed to provide a rating should be left blank. Any LP rated N will need a reason code when reporting in EMIS or EAS.
Report(s)	Has the SKB report been fixed so that it shows scores in real time? In past years it has taken 24-36 hours for the scores that a teacher enters to show on the report	The KReady system should accurately and immediately display a score entered by a teacher. Please contact the Help Desk if there is an error or delay in the system.

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Report(s)	Our preschool is only doing the required ten learning progressions. Will I need to enter the *** for the zeros in the other areas we did not assess?	The *** is for EMIS reporting and only applies to the ten required learning progressions for ECE and PSE. The other progressions (beyond the ECE and PSE required 10) are not reported to EMIS or EAS. EMIS Manual: http://education.ohio.gov/Topics/Data/EMIS/EMIS-Documentation/Current-EMIS-Manual Please view the allowable reason codes here - https://education.ohio.gov/getattachment/Topics/Data/EMIS/EMIS-Documentation/Current-EMIS-Manual/2-8-Student-Assessment-FA-Record-v12-0.pdf.aspx?lang=en-US
Report(s)	Once I have ensured that all the data is in and "cleaned up" have I completed all the steps that I needed?	Once all student assessment scores have been entered by teachers, data managers will need to complete all transfer request, set teacher status (active/inactive), confirm point of authority (POA) and download the final Learning Progression report when it becomes available.
Report(s)	If a student moves during the window and has some scores in the KReady system, do I need to enter *** for a score not reported?	If the student has left your school, you will need to remove the teacher from the student to make the student Inactive. Then the new school would be the one to trigger a transfer request to you for the student. If the student comes to you now, towards the end of the window, you do as much of the assessment as you can. If there are some you can't get to, you would do *** as to why
Report(s)	If a score is blank, would we have to use *** to report in KReady?	No - the *** is only for EMIS reporting. If a score is blank in KReady and you are required to report to EMIS, then you enter *** and a reason code in EMIS for the missing item. Please view the allowable reason codes here - https://education.ohio.gov/getattachment/Topics/Data/EMIS/EMIS-Documentation/Current-EMIS-Manual/2-8-Student-Assessment-FA-Record-v12-0.pdf.aspx?lang=en-US
Report(s)	Are you saying that whenever the Administrative Assistant withdraws the student in DASL I need to manually go into KReady and remove the teacher?	Yes, if the student is no longer with your school, the student should be set to inactive by removing the teacher from the student.
Report(s)	I do not see the reason codes for N on page 8-9 on your resources. Can you please give guidance?	Reason codes can be located in the EMIS Manual https://education.ohio.gov/getattachment/Topics/Data/EMIS/EMIS-Documentation/Current-EMIS-Manual/2-8-Student-Assessment-FA-Record-v12-0.pdf.aspx?lang=en-US

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Transfers	When a student is attending your school, but is getting itinerant service from another school, when you receive the transfer request should you decline it or leave it pending so each school can see the scores.	**Example [A]** When a student is educated at an ESC or DD. The student would be loaded by both the home district and the ESC/DD. The student's POA is set with the location which loaded first. When loaded by the second location, the transfer request should be ignored. Because only one location can have POA, the DM would uncheck the Filter by POA option so that the student's scores can be included on the report. **Example [B]** When a student is enrolled in more than one PK program and both programs need to report. Both programs would load the student, ignoring the transfer request. However, only one location can have POA, so the data manager would uncheck the Filter by POA option so that the student's scores can be included on the report.
Transfers	I would like to be able to sort my transfer history by most current date to oldest. It looks like it sorts by month instead of by year. It is very difficult to find my transfers from this year only - I have to scroll through them all to find the current year. Any chance that will be changed at some point?	It is possible to use the search feature to "filter" for a specific year (ex. 2021) to locate records for that year.
Transfers	I have some old 2017 and 2018 Transfer Requests from Others. Could I remove them some way?	Transfer request appearing on the "Requests from Others" tab will be removed from the view on this tab once the transfer is approved and should appear in the "Transfer History" tab. Additionally, the "Your Request" tab shows all transfers requested by you and/or your school/district. Internal transfers will not show in "Your Requests" tab. Your "Transfer History" tab displays all transfer transactions that have occurred between your location and any external locations. Internal transfers will not show in your Transfer History.