



2020-2021 DLM: ELA and Mathematics Student Biographical Data (SBD) Review

https://www.cde.state.co.us/datapipeline/language_codes

Subject: Indicates the content area being reported in the record.

Values:

- ELA
- Math

NOTE: There is a separate record for each content area for each student. The demographic data in each record must match.

Special Circumstance Code: Use Special Circumstance Codes to invalidate a student record. If a student record is invalidated, the student will not receive a report from Dynamic Learning Maps (DLM) for that subject. You may use different codes for ELA and Math records. Records for non-required tests for students who took the required test for their grade do not need to be coded. If the student did not take the required assessment for a reason that removes them from participation then that code can be applied to both records.

NOTE: Check with your DAC to see if the schools logged special circumstances codes for Parent Excuses or COVID-19 in Educator Portal or if they planned to enter them during SBD.

Valid Values:

- Blank = No code applied/Student Tested
- 03454 = Medical waiver
- 13813 = Chronic Absences
- 13815 = Home schooled
- 13818 = Special treatment center (District Education Services)
- 13820 = Parent excuse
- 13824 = Homebound (District Education Services)
- 13826 = Student refusal
- 13831 = Other reason for nonparticipation (Took general assessment)
- 13832 = Left testing (Interrupted/Not completed)
- 13836 = Misadministration
- 09999 = Withdrew before completion

This field is very important! It is updateable and this is the final opportunity to invalidate a test.

20203 = Student could not test due to COVID-19 (2020-2021 only) - If the student is not receiving instruction or assessment in person during the testing window due to covid-19 and one of the other not tested reasons does not apply.



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The following fields are not collected by DLM. They are added by the state to the SBD file by matching the SASID in each record to data each school has provided in other state collections for the current school year. The fields will be blank if a match on the SASID could not be made. Be sure to fill in missing data and correct any data that might be inaccurate.

Information not Collected by DLM

CDE does not share information in the following fields with Dynamic Learning Maps (DLM).

Free/Reduced Lunch Eligible: Students meets the eligibility criteria for free or reduced lunch pursuant to the provisions of the Federal National School Lunch Act.

Valid Values:

1. 00 = Not eligible
2. 01 = Free lunch eligible
3. 02 = Reduced lunch eligible

For specific guidelines in meeting the criteria for free/reduced lunch, refer to the procedures manual and the Rules for the Administration of the Public School Finance Act.

NOTE: Although a school may not provide a lunch program, students who are eligible for Free/Reduced lunch must be coded as such. Districts may use October count data or updated information if it is available.

Homeless: Students meet the criteria of a homeless individual according to the 2001 McKinney-Vento reauthorization Act.

Valid Values:

- 0 = No
- 3 = Yes and in custody of parent/guardian
- 4 = Yes and not in custody of parent/guardian

For more information see Student Interchange File Layout and Definitions at the following url:

http://www.cde.state.co.us/DataPipeline/inter_student.asp





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Language Proficiency: A rating that describes a student’s ability to speak, to listen, to read, and to write in English.

Rules regarding FEP (6, 7, 8, and 9) and FELL (5):

Once a student has been FEP for four consecutive school years (two years monitored followed by two years exited) the student should be moved to FELL status.

Valid Values:

Code	Definition
0	Not Applicable
1	NEP - Non English Proficient
2	LEP - Limited English Proficient
4	PHLOTE - Primary or Home Language Other Than English
5	FELL - Former English Language Learner
6	FEP (Fluent English Proficient) Monitor Year 1
7	FEP (Fluent English Proficient) Monitor Year 2
8	FEP (Fluent English Proficient) Exited Year 1
9	FEP (Fluent English Proficient) Exited Year 2

More information regarding Language Proficiency Identification and Placement can be found using the following URL:

http://www.cde.state.co.us/cde_english/elpa





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Continuous in District: Use this field to indicate that a student has been continuously enrolled in the district over the course of the academic year leading up to the administration of annual state assessments.

0 = No; 1 = Yes

A student is considered to be continuously enrolled in a district if all of the statements listed below are true. Students failing to meet one or more of these criteria are considered to be non-continuous:

- The student had an active enrollment record in the district on the October count date.
- The student had an active enrollment record in the district at the start of the testing window or at any point prior to the end of the testing window.
- The district code in the student's enrollment record as of the October count date was equal to the district code in the student's enrollment record at the time of the test administration.
- Between the student's enrollment on the October count date and the testing date, there has been no single enrollment gap within the district lasting 10 or more consecutive instructional days.
- Between the student's enrollment on the October count date and the testing date, there have not been multiple non-consecutive enrollment breaks within the district cumulatively equaling 10 or more instructional days.

NOTE: The value that you provide for this field will be compared to the CDE calculated value. You will receive an error if the value you provide does not match CDE's. If you believe there is an error with CDE's calculated value, contact SBD Support.

Continuous in School: Use this field to indicate that a student has been continuously enrolled in the school over the course of the academic year leading up to the administration of annual state assessments. Criteria is the same as Continuous in District.

0 = No; 1 = Yes

NOTE: The value that you provide for this field will be compared to the CDE calculated value. You will receive an error if the value you provide does not match CDE's. If you believe there is an error with CDE's calculated value, contact SBD Support.





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Date First Enrolled in US Date: a student first enrolled in any public or non-public US school (not Puerto Rico) in grade kindergarten or higher. Date must be entered in MMDDYYYY format.

- Schools on US military bases count as US schools even if the base is in a different country.
- Home school does not count as a public or non-public school.
- Date First Enrolled in US is based on the earliest entry date in grades kindergarten and higher. The date that a student is enrolled in a pre-school program does not count as the Date First Enrolled in US.
- If you enter a date that is later than the date of first enrollment according to CDE’s enrollment records, you will receive an error message. In this case, we recommend that you fill this field with 8 zeros and CDE will provide the earlier date.
- If you do not know the date of first enrollment, you may fill this field with 8 zeros. If information is available, CDE will provide the date of first enrollment.
- If you fill this field with 8 zeros and CDE has no prior enrollment information, you will receive an error message. In this case, use the table below to determine the date to use for date of first enrollment. You may need to work with the District Data Respondent or a school registrar to find the entry type code for a student.

Entry Type Code	Definition	Value to enter for Date First Enrolled
01	New to educational system.	Provide the date that the student enrolled in your district.
05	Transfer from a school located in a different country.	Provide the date that the student enrolled in your district.
06	Student entering from an unknown educational setting/status.	Provide the date that the student enrolled in your district.
14	Transfer from a school located in a different state.	Provide the date that the student first enrolled in a US school as reported by the out-of-state school that the student previously attended.
15	Transfer from a non-public school.	Provide the date that the student first enrolled in a US school as reported by the non-public school that the student previously attended.
16	Transfer from home-based education (home schooling).	Provide the date that the student enrolled in your district.
18	Transfer from a Career and Technical (vocational) Education Program not administered by a Colorado School District or BOCES.	Contact SBD support.





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21	Transfer from a facility operated by the Department of Corrections or Division of Youth Corrections.	Contact SBD support.
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Expelled: Use this field to indicate that a student was expelled at the time of testing.

0 = No; 1 = Yes

NOTES:

- The scores of expelled students will not be included in school level reporting; but will be included for all district level and state level reporting.
- Do not invalidate a student score just because the student was expelled on test day. As long as the student completed the assessment, the score will be included for all district level and state level reporting. For more information contact SBD support.

IEP: Use this field to indicate if a student has an individualized education program (IEP). All students taking the DLM assessment *must* have an IEP
1 = Yes

Section 504: Indicates if a student is identified as handicapped under regulations implementing Section 504 of the Rehabilitation Act of 1973, but may or may not be eligible for special education placement under the Individuals with Disabilities Education Act.

0 = No; 1 = Yes





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Language Instruction Program: Type of English language instructional program used to educate a student who is an English Learner.

Valid Values:

Code	Definition
00	Not Applicable
01	English as a Second Language (ESL) or English Language Development (ELD)
02	Dual language or two-way immersion
03	Transitional bilingual education or early-exit bilingual education
04	Content classes with integrated ESL support
05	Newcomer programs
97	Other
98	Not in a language instruction program, parent choice

NOTES:

- Students with a Language Background that is English should be coded as 00 (Not Applicable).
- Students who have a Language Proficiency code of PHLOTE (4) or FELL (5) should be coded as 00 (Not Applicable).
- Students with a Language Background that is not English must have a valid code other than 00.
- Students with a Language Background that is not English and have a Language Proficiency code of NEP (1), LEP (2), or FEP Monitored Year 1 (6) or FEP Monitored Year 2 (7) must have a valid code other than 00.
- Students who have a Language Proficiency code of FEP Exited Year 1 (8) or FEP Exited Year 2 (9) should be coded using any Language Instruction Program value.
- Students may not be coded in more than one Language Instruction Program. If multiple programs are used to educate a student, use the one that is predominately used to educate the student.

