



SPECIAL EDUCATION SCHOOL AGE DATA DICTIONARY

The purpose of this handbook is to guide early childhood and school district special education staff in coding and entering special education student referral data into [eSchool](#). The School Age data comes from eSchool. It is a component of the special education module. Also, all the fields described are related to Cycles 4, 6, and 7. This guide attempts to be as inclusive as possible with federal reporting requirements. If there are questions about how to code a student after consulting this data dictionary, please contact the Arkansas IDEA Data & Research Office at 501-683-5603.

Table of Contents:

Data Fields required for Federal reporting.....	3
First Name.....	3
Middle Name.....	3
Last Name.....	3
Social Security Number.....	3
State Reporting ID.....	3
Birth date.....	3
Race.....	3
Race Federal Code.....	3
Gender.....	4
Grade.....	4
Alternate Portfolio.....	4
Charter School.....	4
Building.....	5
ELL/ESL.....	5
School Choice.....	5
School Choice LEA.....	5
Primary Disability.....	5
Educational Placement.....	5
Name of Provider.....	6
Private School Residents.....	6
Private Provider Residents.....	6
Exit Status.....	6
Edu Placement Last Year.....	6
Exit Date.....	6
Entry Date.....	6
Special Ed Teacher.....	6
Therapist (Speech/Other).....	6

Data Fields required for Federal reporting

First Name

Cycle 4, 6, 7

The student's legal first name as shown on the student's birth certificate, social security card, or other legally binding documentation.

Middle Name

Cycle 4, 6, 7

The student's legal middle name as shown on the student's birth certificate, social security card, or other legally binding documentation.

Last Name

Cycle 4, 6, 7

The student's legal last name, as shown on the student's birth certificate, social security card, or other legally binding documentation.

Social Security Number

Cycle 4, 6, 7

The student's nine-digit Social Security Number (SSN)

Use the ADE assigned number as required by Arkansas Code Ann. 6-18-208 if the student does not have an SSN. This number should remain the same throughout the student's school career.

State Reporting ID

Cycle 4, 6, 7

Unique state-generated 10-digit Triand ID

Birth date

Cycle 4, 6, 7

The student's date of birth

Note: Please make sure that the student's birth date is accurate. Some common errors include using the current year as the student's birth year and entering years such as "2093" or "0993" instead of "1993."

Race

Cycle 4, 6, 7

These field race codes align with the federal race/ethnicity definitions below.

Race Federal Code

Cycle 4, 6, 7

Select all that apply.

A - Asian

Individuals with origins in any of the original peoples of Central or East Asia, Southeast Asia, or South Asia, including, for example, Chinese, Asian Indian, Filipino, Vietnamese, Korean, and Japanese.

B - Black or African American

Individuals with origins in any of the Black racial groups of Africa, including, for example, African American, Jamaican, Haitian, Nigerian, Ethiopian, and Somali.

H - Hispanic or Latino

School Age Data Dictionary

Includes individuals of Mexican, Puerto Rican, Salvadoran, Cuban, Dominican, Guatemalan, and other Central or South American or Spanish culture or origin.

N - American Indian or Alaskan Native

Individuals with origins in any of the original peoples of North, Central, and South America, including, for example, Navajo Nation, Blackfeet Tribe of the Blackfeet Indian Reservation of Montana, Native Village of Barrow Inupiat Traditional Government, Nome Eskimo Community, Aztec, and Maya.

P - Native Hawaiian/Pacific Islander

Individuals with origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands, including, for example, Native Hawaiian, Samoan, Chamorro, Tongan, Fijian, and Marshallese.

W - White

Individuals with origins in any of the original peoples of Europe, the Middle East, or North Africa.

Gender

Cycle 4, 6, 7

M	–	Male
F	–	Female

Temporary Student

Cycle 4, 6

Y	Yes – The student is temporarily placed in the Special Education program until the student is determined eligible or the evaluation is complete.
N	No

Grade

Graded

Cycle 4, 6, 7

P	–	Preschool
K	–	Kindergarten
01	–	1st grade
02	–	2nd grade
03	–	3rd grade
04	–	4th grade
05	–	5th grade
06	–	6th grade
07	–	7th grade
08	–	8th grade
09	–	9th grade
10	–	10th grade
11	–	11th grade
12	–	12th grade

Non-Graded

Cycle 4, 6

Do not use the Non-Graded field unless the student is in a building that does not include their actual grade or is beyond grade 12.

EE - **Non-Graded Elementary**
SM - **Non-Graded Middle/Jr.**
SS - **Non-Graded Secondary**

Alternate Portfolio

Cycle 4, 6

Indicate if the student's IEP requires them to take an alternate assessment for any statewide assessment. It applies as follows:

- **Grades 3-10** – Literacy, Mathematics, & Science for all students.
- **Grades K-12** – English Language Proficiency for English learners. All other students should be marked NA.

Codes to enter:

NA Not Applicable or Null (default)
ALMS Alt Literacy, Math & Science (Grades 3 through 10)
AELP Alt English Language Proficiency (ONLY Grades K through 2 or Grades 11 and 12)
ABOTH BOTH Alt English Language Proficiency AND Alt Literacy, Math & Science (Grades 3 through 10)
PAAHS Past Alternate Assessment in HS (Grades /Assigned Grades 11 & 12 who took DLM in 9-10 and has alternate pathway flag)

Charter School

Cycle 4, 6, 7

Yes – The student attends a charter school.

No

Building

Cycle 4, 6, 7

The last three digits of the school number as assigned by the state

ELL/ESL

Cycle 4, 6, 7

Yes – The student has a language background other than English, and their proficiency in English is such that the probability of the student's academic success in an English-only classroom is below that of native English language students.

No

School Choice

Cycle 4, 6, 7

Yes – The student resides in another district but attends the current district under School Choice General.

No

School Choice LEA

Cycle 4, 6, 7

Indicate the resident LEA of the student who attends your district under School Choice General.

Primary Disability

Cycle 4, 6, 7

Select a code designating the student's primary disability.

AU	Autism
DB	Deaf-Blindness
ED	Emotional Disturbance
HI	Hearing Impaired
MD	Multiple Disabilities
ID	Intellectual Disability
OHI	Other Health Impairments
OI	Orthopedic Impairments
SI	Speech/Language Impairments
SLD	Specific Learning Disabilities
TBI	Traumatic Brain Injury
VI	Visual Impairments

Educational Placement

Cycle 4, 6, 7

The primary educational placement defined under [federal guidelines](#)

Select a placement code.

CF	Correctional Facilities
DB	Public Day School
DI	Private Day School
HH	Hospital/Homebound
PP	Parentally Placed in Private Schools
RB	Public Residential
RG	Regular Class with Special Ed (80% or more of the school day in the regular classroom)
RI	Private Residential
RR	Resource Room (between 40% to 80% of the school day in the regular classroom)
SC	Special Class/Self-Contained (40% or less of the school day in the regular classroom)

Name of Provider

Cycle 4, 6

Enter the name of the private provider for the following educational placement codes: **DI**, **DB**, **RB**, **RI**, **HH**, **CF**, and **PP**.

Private School Residents

Cycle 4, 6

The LEA number of the district where the private school student resides

Private Provider Residents

Cycle 4, 6

The LEA number of the sending district from which the student came

Exit Status

Cycle 6, 7

Select the student's special education program exiting category.

DI	Deceased
DO	Dropped Out of School
GC	Graduated with a certificate
GD	Graduated with Regular Diploma
MA	Student reached maximum age
MK	Student Moved
PG	Alternate Pathway Graduate
RC	Student returned to the regular classroom

Edu Placement Last Year

Cycle 6, 7

The student's education placement for the previous school year.

CF	Correction Facility
DB	Public Day School
DI	Private Day School
HH	Hospital/Homebound
PP	Parent Placed
RB	Public Residential
RI	Private Residential
RG	Regular Class with Special Ed
RN	Regular Class with No Special Ed
RR	Resource Room SC – Special Class
SC	Special Class

This field indicates the student's educational placement under federal guidelines for the previous school year. In eSchool, a tool located in the **Utilities** folder will update this field for all special education students simultaneously. Only a person responsible for submitting all the state reporting required data for the district can run that tool. Select the last day of school for the run date. **Be sure to run this utility only after submitting the cycle data.**

Exit Date

Cycle 6, 7

Enter the date the student left the special education program.

Entry Date

Cycle 4, 6, 7

Enter the date of the initial IEP for the student who entered the special education program.

Special Ed Teacher

Cycle 4

Select the teacher (teacher's ID – teacher's last name, teacher's first name).

Therapist (Speech/Other)

Cycle 4

Select the teacher (therapist's ID – therapist's last name, therapist's first name).