



MASSACHUSETTS DEPARTMENT OF
ELEMENTARY AND SECONDARY
EDUCATION



EXECUTIVE OFFICE OF
EDUCATION

SIF SIMS Overview and Troubleshooting

October 2016

MA Executive Office Of Education &
Department of Elementary and Secondary Education



EXECUTIVE OFFICE OF
EDUCATION

Agenda

- Introduction
- Communicating with the Team
- When are Processes Run in SIF?
- Introduction to SIF SIMS
- Translations and filtering- How is my data interpreted?
- Other Elements of Interest
- Common Problems
- Questions

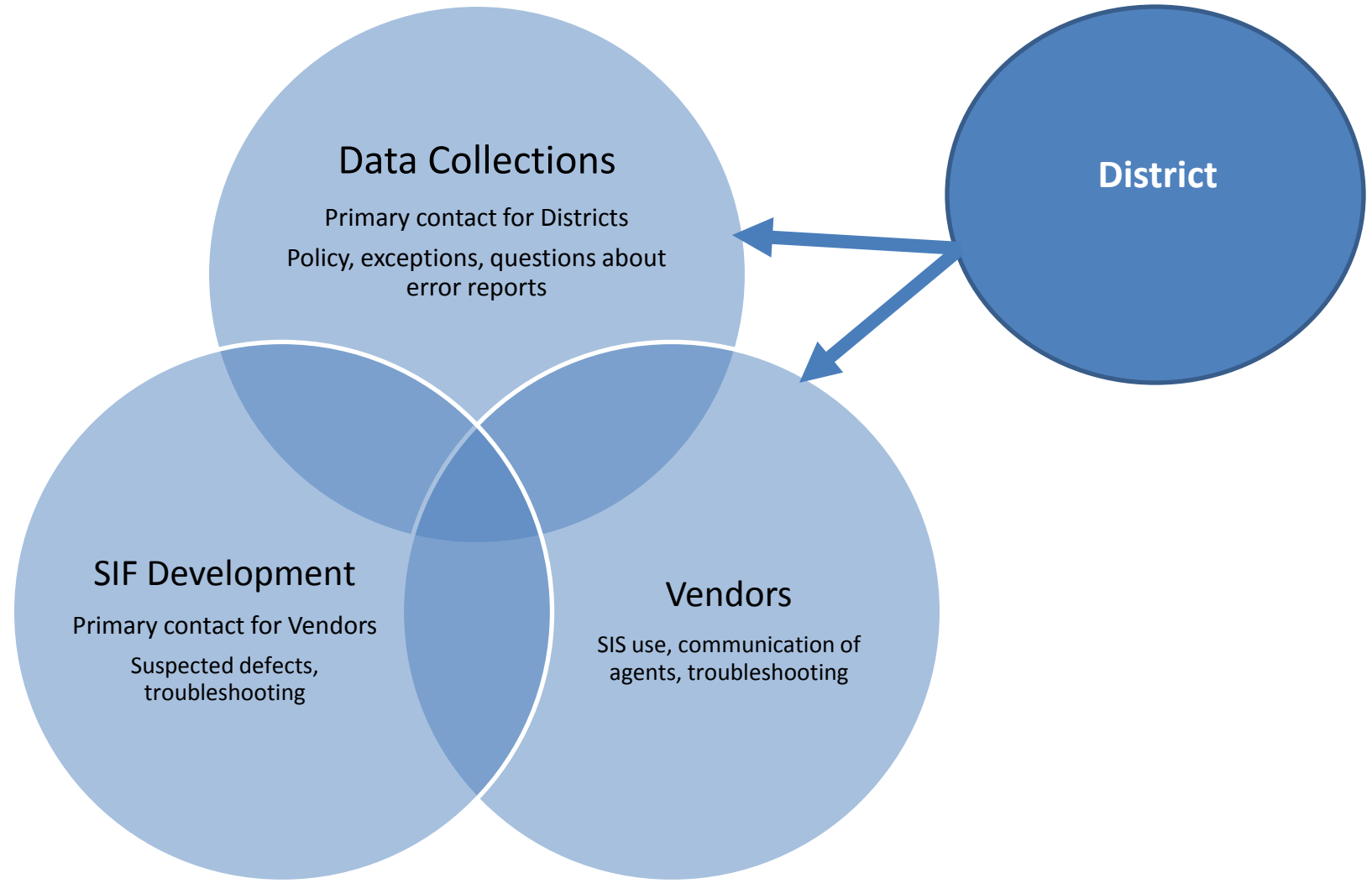


Introduction to SIF SIMS

- The objective of the session is to gain a better understanding of SIF SIMS and to troubleshoot common errors
- Introductions
 - Mercedes Carroll – IMG VP of R&D
 - Nikhil Gupta – IMG R&D Engineer
 - Jane Leeper – IMG R&D Analyst
 - Laura Patton – IMG Support Manager
 - Melissa Sweeny – IMG Support Analyst
 - Kate Schumacher – IMG Support Analyst
 - Melissa Marino, Supervisor of Data Collections
 - Glenn King, Data Quality Analyst
 - Benoit Denis, SIF Development
 - Danielle Norton, SIF Program Manager
 - Sujata Pun, SIF Business Analyst
- Questions
 - Type questions into the Chat so our remote staff can research while we discuss. Be as specific as possible, include only the SASIDs of student – no names please! We will answer questions at the end



Communicating with the Team





Communicating with the Team

- The district should contact Data Collections
 - If you have policy questions, need to request an exception, or have a question on why a requirement exists
 - If you can see information in your SIS, but the SIF error reports indicate it is missing/different
- The district should contact SIS vendor
 - If you do not know how to resolve an error in the SIS
 - If data collections suspects that the vendor would be of assistance (sometimes when it looks like the information has not been received at the state, must check with vendor)
- Both Data Collections and vendors contact the SIF development team for further research into problems; predominantly using COMiT tickets
- More difficult to answer:
 - Why didn't this one student come through?
 - Check these first: 1. Do not report set in SIS? 2. entry date and exit date? 3. what school enrolled in? 4. term start and end date?
 - Has my information been sent to or processed by SIF?
 - Look at the validation timestamp on the SIF Error reports
 - Look at the SIF Progress Report/SIF Objects Report to make sure that correct counts have been received and check the timestamp of last receipt (New district report is being deployed 10/13)
 - What is available in your SIS?



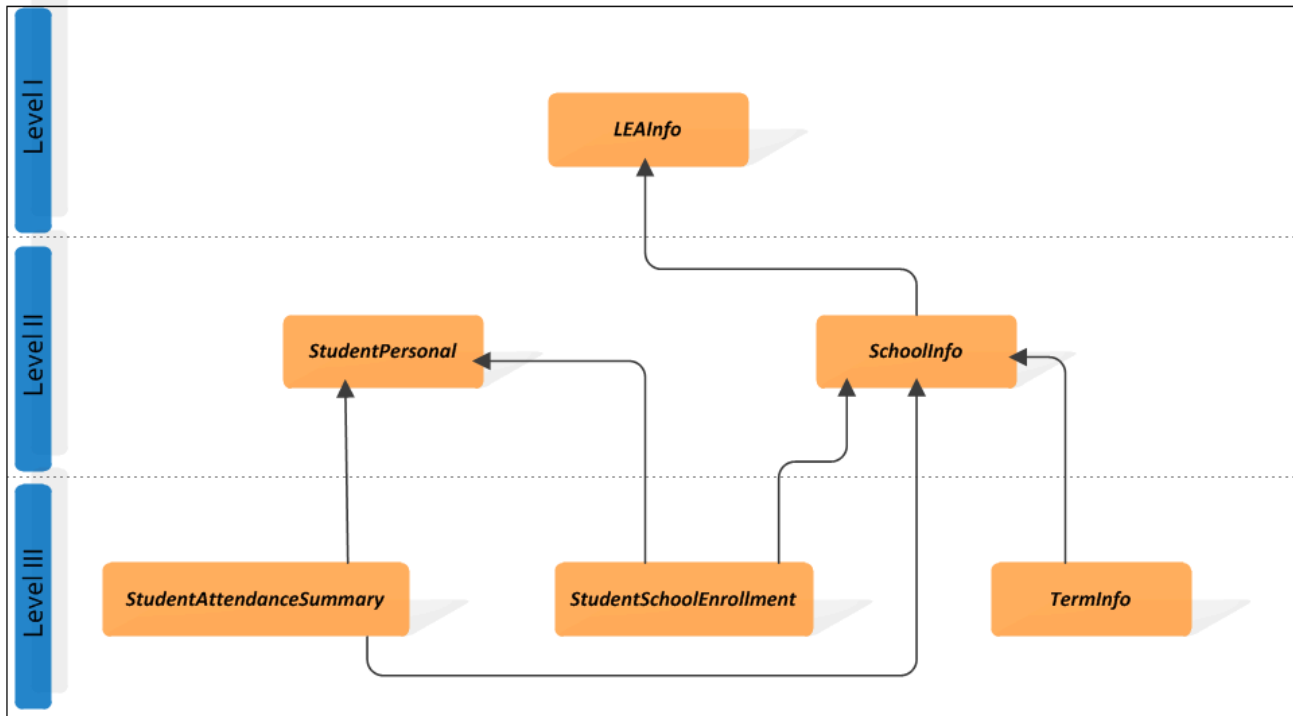
When are SIF Processes Run?

- Nightly (Pull at 2:00 am and Process at 3:00 am)
 - Attendance
 - SPED
- Daily (Pull at noon)
 - SPED
- Continuous Updates (from 7:00 am to 7:00 pm)
 - Incoming messages processed as received
 - XML Validation (messages can be rejected if malformed)
 - SIF extract logic is applied to the data, then quick and full validations are performed simultaneously, then the system waits 5 minutes after all data sets are processed (SIMS, SCS, EPIMS, SSSDR). Then the process repeats
 - Error Reports Updated during last step. Look at the timestamps to confirm when validation has occurred



SIMS Object Relationships

SIMS Object Hierarchy





Translations and Filtering

- If an element is larger than the expected value or not in the expected format, it will come through as null
 - The SIF error reports will show X for text fields that cannot be null or 0 for numbers that cannot be null
- Dates are critical in determining statuses for SIF Reporting
 - Extract logic determines whether the record is reportable in the collection using dates
 - Extract logic determines status such as enrollment based on dates
- Some translations of element codes occurs
 - Yes/No is often translated to 01/00
- See MA SIF Data Mapping spreadsheet for specific transformations for each collected element
- Transformations are also described in the SIF Technical Guide



Other Elements

- DOE012: Enrollment Status at Time of Data Collection
 - If exit date is equal to or after the report date and services only is 'yes' then DOE012 value will be 40 [Not enrolled but receiving special education services only]
 - If exit date is equal to or after report date and services only is 'no' then DOE012 value will be 01 [enrolled]
 - For EOY, for students whose exit date is on the last day of school (term end date) and DOE012 value is graduate, certificate of attainment or completed grade 12, we retain the incoming value
 - For EOY, for students whose exit date is on the last day of school (term end date) and DOE012 value is transfer or dropout, they are enrolled for EOY and will be considered a summer exit for the next year
- DOE015: School Identification Number
 - If SchoolFocus is not set to the value 'Scheduling', the Attending School code will not be recognized.



Other Elements: DOE017& 018

- For October, the maximum potential DOE017/018 value is 65. 67 week days between July 1 and Oct 3 inclusive. Two of those weekdays are holidays (July 4 and Labor day) which makes 65 potential school days for days of attendance
- For March the maximum value is 170 days
- For EOY the maximum value is 261 days
- DOE017 Days in Attendance
 - If student is enrolled, the value provided will be used.
 - If student is summer exit, the value will be populated with 555. The value will be rounded to 999 if greater.
 - Do not send partial days; round days to the nearest whole number
- DOE018 Days in Membership
 - If student is enrolled, the value provided will be used.
 - If student is summer exit, the value will be populated with 555. The value will be rounded to 999 if greater.



Other Elements

- DOE023 Country of Origin
 - If DOE022 Immigration Status is 'Yes' then set the value of DOE023 to SIF extended element CountryOfOrigin
 - If set to 'No' then DOE023 is defaulted the value to '500' Not an immigrant Student
- DOE024 First (Native) Language
 - Only extracts language type 1038
- DOE032 Special Education Placement
 - If student is between 3 and 6 years on ReportDate
- DOE033 High School Completer Plans
 - If HighSchoolCompleterPlans length > 3 then null is extracted
- DOE034 Special Education Placement
 - If student more than 6 years on ReportDate
- DOE038 Special Education Level of Need
 - Defaulted to 500 when SPED placement code = 05
 - Otherwise, this element is set as SpEdLevelofNeed



Other Elements

- DOE040 Special Education - Evaluation Results
 - Defaulted to '00' if no value is provided
- DOE041 English Learner Student with Limited or Interrupted Formal Education (SLIFE)
 - Defaulted to '00' for Summer exits in SchoolYear 2017 only
- DOE052 Unexcused Student Absences
 - Defaulted to '0' for Summer Exits



Common Issues

– Dates

- Terms must start on or before the report date in order to be extracted
- Attendance should not start before the start of the term
- Student Enrollment start can be before the start of school, but cannot be after the report date or after the end of term for the student to be considered enrolled on report date

– Scheduling School and Attending School

- If the student does not attend the reporting school, the school should be marked as ‘Scheduling School’ and the school attended should be provided on the Student School Enrollment Attending School field

– Missing SASID from last period

- Any students who had an enrollment status of “01” or “40” for end of year should be reported in October as enrolled or exited

– Not responding to nightly Attendance and SPED Request

- Results in errors in Attendance and days in Membership

– Summer Exits

- To be considered a summer exit, a student record must have an exit date after the end of school, or on or before the first day of school of the next year
- A prior year enrollment record can be sent as long as the previous year term object is sent as well
- Or a current year enrollment can be sent with an exit date before the start of school AND no attendance
- Do not send 555 for attendance for summer exits, it will be defaulted when recognized as a summer exit

– Days in Membership cannot be zero errors

- Attendance for the record may be missing



SSDR and EPIMS Status

– SSDR

- Was piloted in the EOY Collection
- 83 districts certified via SIF
- SIF districts are expected to file SSDR via SIF
- SIF districts must request to report via legacy

– EPIMS

- Piloting 10% of each vendor's districts for October 2016
- Limited number of districts to ensure vendor, data collections, and SIF development attention
- Setup for SIF filing is likely different than for legacy filing, additional districts unlikely to be added for EOY, unless requested by the district
- Developing SIF EPIMS Single Edits capability for November deployment
- Districts must request to be SIF enabled

Questions



**EXECUTIVE OFFICE OF
EDUCATION**



Other Resources

- [MA DOE SIF Website](#)
 - <http://www.doe.mass.edu/infoservices/data/sif/>
- [MA DOE SIMS Website](#)
 - <http://www.doe.mass.edu/infoservices/data/sims/>
- [MA DOE SCS Website](#)
 - <http://www.doe.mass.edu/infoservices/data/scs/>
- [MA DOE EPIMS Website](#)
 - <http://www.doe.mass.edu/infoservices/data/epims/>
- [SIF Cognos Reports](#)
 - <https://gateway.edu.state.ma.us/>
- [Edwin Analytics](#)
 - <http://www.doe.mass.edu/edwin/analytics/>