BIE Validation Report

Last Modified on 10/22/2022 10:13 am CDT

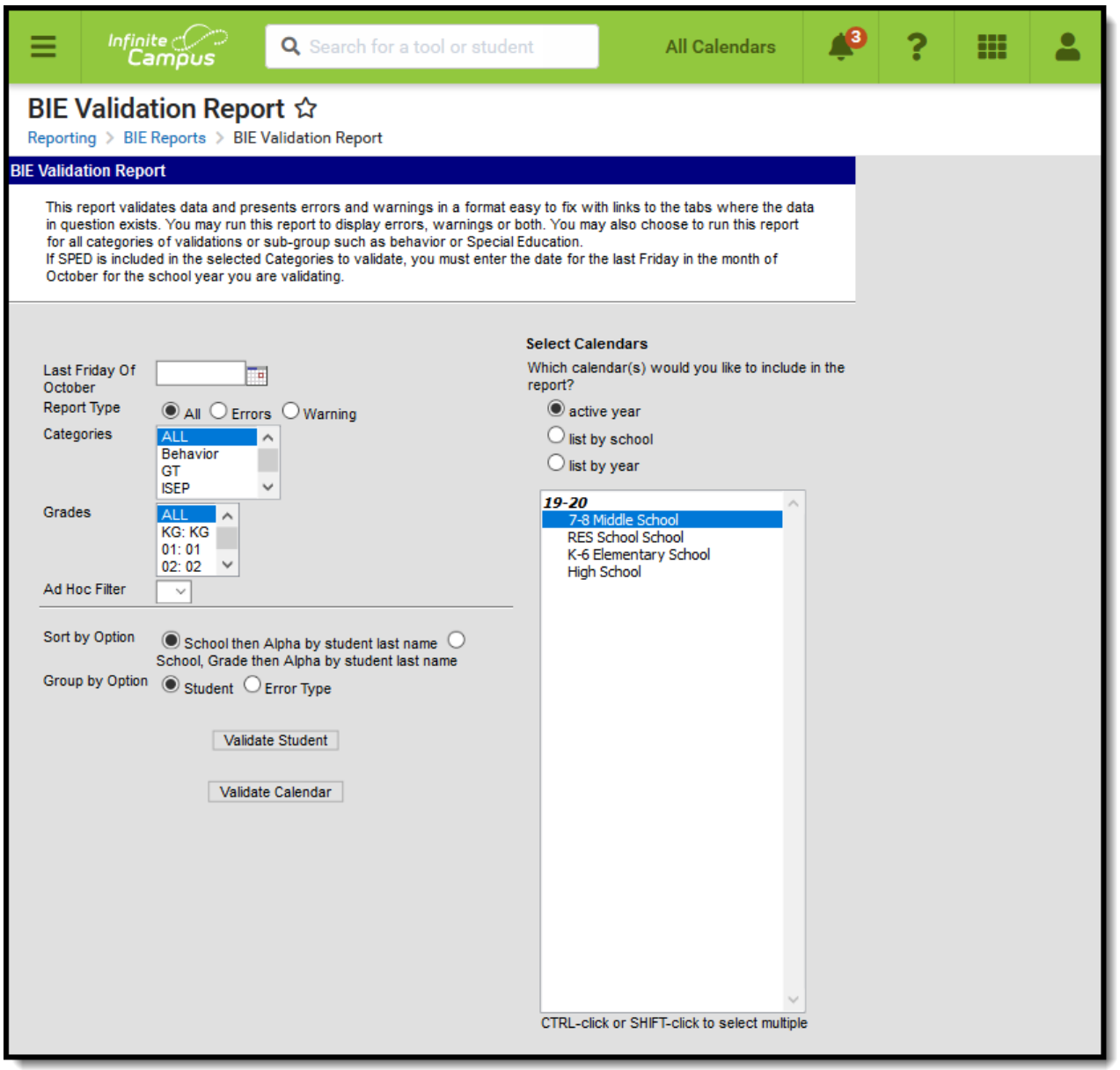
Classic View: *BIE Reports > BIE Validation Report*

Search Terms: BIE Validation Report

The BIE Validation Report allows users to validate reporting fields for data integrity and understand data adjustments which should be made prior to submitting data to the state.

This article includes the following topics:

Report Logic | Tool Rights | Generate the Extract | Viewing/Correcting Reported Data | Understanding Error Messages | Understanding Warning Messages



BIE Validation Report Editor

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Report Logic

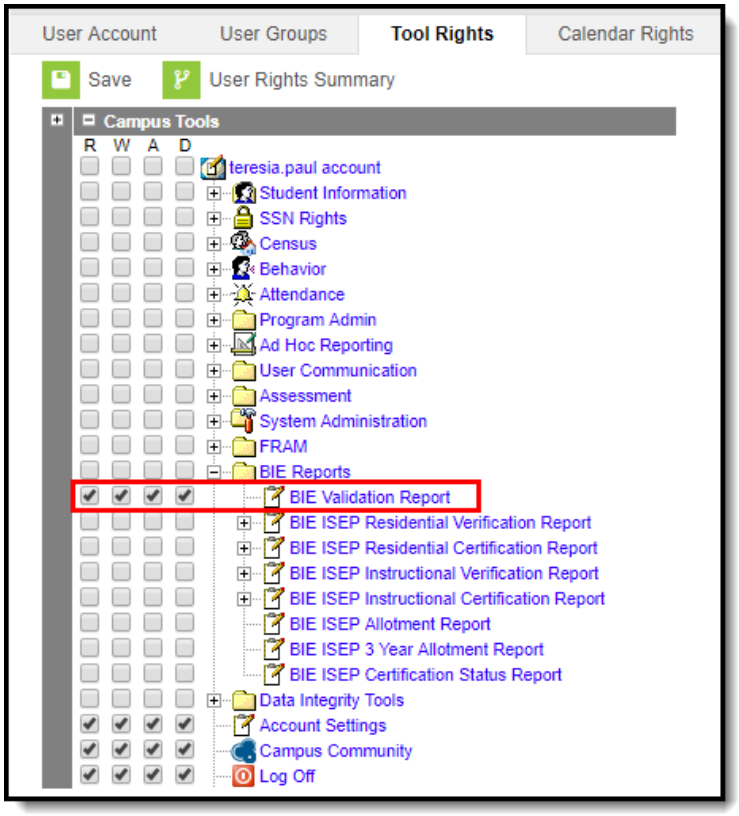
This report uses the following business logic:

- Users are only able to run the report for calendars/students for which they have tool rights access.
- Errors are shown in **red**. Warnings are shown in **black**.
- Special Ed fields pertain to the enrollmentBIE table and not geographic fields.

Tool Rights

PATH: *System Administration > User Security > Users > Tool Rights, Calendar Rights*

In order to generate this report, users must have at least **R**(ead) tool rights the BIE Validation Report as well as calendar rights to any calendar(s) selected.



BIE Validation Report - Tool Rights

Generate the Extract

1. Enter the **Last Friday of October**.
2. Select the **Report Type**.
    - **All** - All Errors and Warnings are validated and reported.
    - **Errors** - Error validations are reported.
    - **Warning** - Warning validations are reported.

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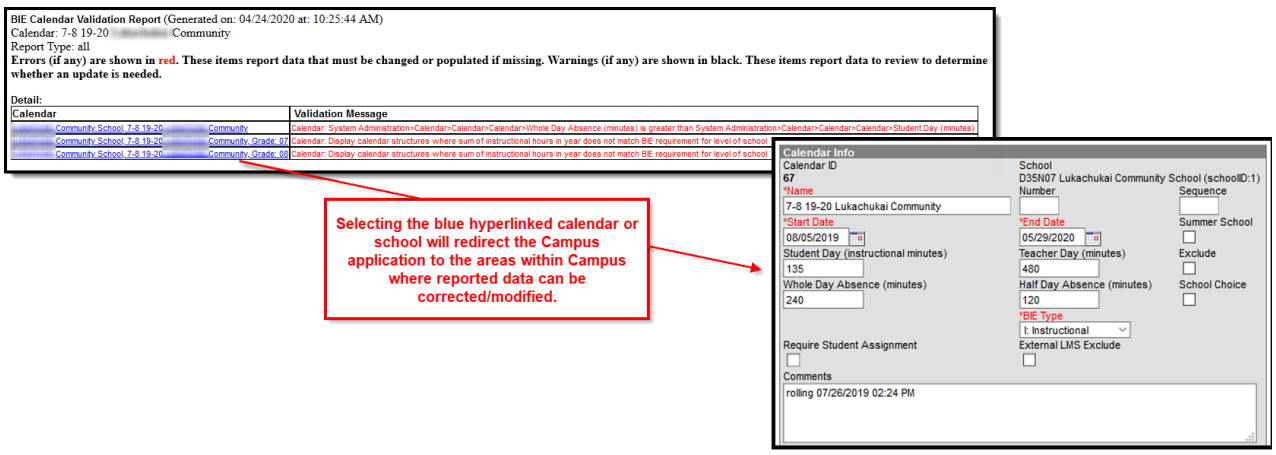
3. Select which **Categories** to report errors and validations. See the sections below for which errors and messages are reported per category.
4. Select which **Grades** will have data validated.
5. Select which **Calendar(s)** will have data validated.
6. Select an **Ad Hoc Filter** to filter reported data based on specific criteria (if desired).
7. Select the **Sort by Option**.
8. Select a **Group by Option**.
9. Click the **Validate Student** button to validate student data and report student-based errors and warnings.
10. Click the **Validate Calendar** button to validate calendar data and report calendar-based errors and warnings.

Viewing/Correcting Reported Data

Calendars and students tied to the reported error or warning message are indicated in the first column of the report. Users can jump directly to the area within Campus where the affected data exists by selecting the blue hyper-linked student or calendar (see image below).



Understanding Error Messages

The following sections describe each error message:

- Special Ed (SPED)
- Behavior
- Calendar

Special Ed (SPED)

Errors related to Special Ed Enrollment information:

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Error	Campus Location
If Special Ed Status = 03, then Primary Disability and Special Ed Setting must not be null.	Student Information > General > Enrollments > Bureau of Indian Education Reporting > Special Ed Setting, Special Ed Status, Primary Disability
If Primary Disability is not null, then Special Ed Setting must not be null and Special Ed Status must be 03 or 04.	Student Information > General > Enrollments > Bureau of Indian Education Reporting > Special Ed Setting, Special Ed Status, Primary Disability
If Special Ed Setting is not null, Primary Disability must not be null and Special Ed Status must be 03 or 04.	Student Information > General > Enrollments > Bureau of Indian Education Reporting > Special Ed Setting, Special Ed Status, Primary Disability

Errors related to Special Ed Exit information:

Error	Campus Location
If Special Ed Status = 04, then Primary Disability, Special Ed Setting, Special Ed Exit Date and Special Ed Exit Reason must all be not null.	Student Information > General > Enrollments > Bureau of Indian Education Reporting > Primary Disability, Special Ed Setting, Special Ed Exit Date, Special Ed Exit Reason
If Special Ed Exit Date is not null, then Special Ed Exit Reason, Primary Disability and Special Ed Setting must all not be null and Special Ed Status = 04.	Student Information > General > Enrollments > Bureau of Indian Education Reporting > Primary Disability, Special Ed Setting, Special Ed Setting, Special Ed Status
If Special Ed Exit Reason is not null, then Special Ed Exit Date, Primary Disability and Special Ed Setting must all not be null and Special Ed Status = 04.	Student Information > General > Enrollments > Bureau of Indian Education Reporting > Primary Disability, Special Ed Setting, Special Ed Setting, Special Ed Status

Behavior

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Error	Campus Location
If BIE Behavior Resolution is any of the following codes, they need to have a Resolution End Date and the end date must be after the Resolution Start Date: ◦ 06: Expulsion ◦ 17: Referral to Juvenile Justice System ◦ 19: Transfer to Alternative Program ◦ 20: Transfer to Institution ◦ 22: Transfer to Alternative Educational Setting ◦ 27: Unilateral Removal to an Alt Setting by School Personnel ◦ 28: Removal to Alt Setting from Hearing Officer Determination ◦ 29: In-School Suspension ◦ 30: Out of School Suspension	Student Information > General > Behavior > BIE Behavior Resolution Student Information > General > Behavior > BIE Behavior Resolution > Resolution Start Date, Resolution End Date
Student has a behavior removal resolution without an End Date.	Student Information > General > Behavior > BIE Behavior Resolution
Student has a behavior removal resolution duration of 0 Instructional days. ◦ Logic looks at the Resolution Start and End Dates and counts the number of days marked Instruction within the date range entered. If the duration of removal is 0, less than 0 or the Resolution End Date is not populated, this error will appear.	Student Information > General > Behavior > BIE Behavior Resolution > Resolution End Date, Resolution Start Date System Administration > Calendar > Calendar > Days > Day Detail > Instructional

Calendar

Error	Campus Location
Grade levels are not mapped to a BIE grade level. • Logic identifies all grade levels which are not mapped to a BIE grade level.	System Administration > Calendar > Calendar > Grade Levels > BIE Grade Mapping

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Error	Campus Location
Calendar structures where Whole Day Absence (minutes) is greater than the Student Day (minutes). • Logic identifies all calendar structures where Whole Day Absence is greater than what is deemed a Student Day (in minutes). This is an error as a student cannot be absent for longer than what is deemed a full day of school for a student (Student Day).	System Administration > Calendar > Calendar > Calendar > Whole Day Absence System Administration > Calendar > Calendar > Calendar > Student Day (minutes)
Calendar structures where the sum of Instructional hours in a year does not match the BIE requirement for level of school hours. • Kindergarten = 720 hours • 1st-3rd Grade = 810 hours • 4th-8th Grade = 900 hours • 9th-12th Grade = 970 hours Logic determines the instructional hours for a grade by first looking at every calendar day marked as Instruction and finding the number of school day minutes using the following logic: • If the Duration field is not null or 0, this number is used. • If Duration is null or 0, the Standard Day field is used if not null or 0. • If Duration and Standard Day are null or 0, the Student Day (minutes) value is used. • Logic then adds together the values for all instructional days within the calendar start and end dates.	System Administration > Calendar > Calendar > Days > Day Detail > Duration System Administration > Calendar > Calendar > Grade Levels > Standard Day System Administration > Calendar > Calendar > Calendar > Student Day (minutes)

Understanding Warning Messages

The following sections describe each warning message:

- Special Ed (SPED)
- Gifted and Talented
- ISEP
- Graduation
- Calendar

Special Ed (SPED)

Warnings based on a student's age as of the enrollment record Start Date:

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Warning	Campus Location
If a student's age is less than 4, then Primary Disability, Special Ed Setting, Special Ed Exit Reason and Special Ed Exit Date should all be null and Special Ed Status must not be 03 or 04.	Student Information > General > Enrollments > Grade Level Student Information > General > Enrollments > Bureau of Indian Education Reporting > Primary Disability, Special Ed Setting, Special Ed Status, Special Ed Exit Date
If the student's age is between 3 and 5 and Special Ed Status = 03 or 04, then Special Ed Setting should be A01 through B05.	Student Information > General > Enrollments > Grade Level Student Information > General > Enrollments > Bureau of Indian Education Reporting > Special Ed Setting, Special Ed Status
If the student's age is greater than 5 and Special Ed Status = 03 or 04, then Special Ed Setting should not be A01 through B05.	Student Information > General > Enrollments > Grade Level Student Information > General > Enrollments > Bureau of Indian Education Reporting > Special Ed Setting, Special Ed Status
If the student's age is not between 3 and 9, then Primary Disability should not be = 52 (Developmental Delay).	Student Information > General > Enrollments > Grade Level Student Information > General > Enrollments > Bureau of Indian Education Reporting > Primary disability

Additional warnings about returning students, consistency across calendar types and student enrollment End Date requirements.

Warning	Campus Location
If one enrollment has a Primary Disability value other than null selected, a Special Ed Setting of not null or a Special Ed Status = 03, then the other enrollment record must also have a Primary Disability value other than null, a Special Ed Setting that is not null and a Special Ed Status of 03 or 04.	Student Information > General > Enrollments > Bureau of Indian Education Reporting > Primary Disability, Special Ed Setting, Special Ed Status, Special Ed Exit Date
If one enrollment record has a calendar type that is not Instructional and Primary Disability, Special Ed Setting, Special Ed Exit Date or Special Ed Exit Reason is not null or a Special Ed Status of 03 or 04, then the other enrollment with a calendar type of Instructional should have the same values for each field.	Student Information > General > Enrollments > Bureau of Indian Education Reporting > Primary Disability, Special Ed Setting, Special Ed Status, Special Ed Exit Date, Special Ed Exit Reason

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Warning	Campus Location
An error is reported if the student has an enrollment End Date that is not null and: • The student has a locked IEP with an End Date greater than the End Date of the enrollment record AND • The End Status of the reporting enrollment = 03-07, 11, 13-17, 20-26 or 28-29 AND • There are no subsequent enrollments in any calendar. ◦ A subsequent enrollment is one that is in the reporting school year where the End Date is null or is greater than the End Date of the enrollment being reported.	Student Information > General > Enrollments > End Date, End Status Student Information > Special Ed > Documents > IEP > End Date

Gifted and Talented

Warning	Campus Location
If one enrollment record has a calendar type that is not Instructional and has a Gifted/Talented value other than null, then the other enrollment record in a calendar type of Instruction must have the same Gifted/Talented value.	Student Information > General > Enrollments > Gifted/Talented

ISEP

Warning	Campus Location
Student has different BIE Enrollment Types across enrollments within the same school year. • If a student has multiple enrollment records in the same end year, logic compares the BIE Enrollment Type field and produces an error if different values exist. • Logic validates across all Instructional and Residential calendars within the district in the same school year.	Student Information > General > Enrollments > Bureau of Indian Education Reporting > Enrollment Type
Student has different BIE grade levels on their most recent Instructional and Residential enrollments. • Logic looks for students who have an enrollment in the same year within both an Instructional and Residential calendar and determines the BIE grade level for each enrollment. • Logic validates across all Instructional and Residential calendars within the district in the same school year.	Student Information > General > Enrollments > Bureau of Indian Education Reporting > Enrollment Type Student Information > General > Enrollments > Grade

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Warning	Campus Location
Student has multiple enrollments within the first 10 instructional days of school. • This warning is only shown when the Validate Student button is selected on the report editor.	Student Information > General > Enrollments
All students with an age less than 5 or greater than 22 as of December 31st of the reporting year (regardless of whether they are Special Ed).	Census > Demographics > Birth Date

Graduation

Warning	Campus Location
Student is in BIE grade level 12 and missing either BIE Post Grad/Exit Plans or BIE Activity after Grad/Exit value.	Student Information > General > Graduation > BIE Activity after Grad/Exit, BIE Post Grad/Exit Plans

Calendar

Warning	Campus Location
ISEP Mgmt Data conflicts. The Residential Type selected does not match the number of instructional days in your calendar during each of the ISEP Date count weeks. • Logic looks to see if the Calendar Type = R: Residential and then determines the value in the Residential Type field and compares the number of days in the calendar flagged as School Day, Instruction and Attendance during the 3 ISEP Date weeks versus the number of nights selected in the Residential Type field.	System Administration > Calendar > Calendar > Type System Administration > Calendar > Calendar > ISEP Mgmt > Residential Type System Administration > Calendar > Calendar > ISEP Mgmt > ISEP Dates System Administration > Calendar > Calendar > Days > Days Detail > Attendance, School Day, Instruction
Calendar has instructional days less than 175 or greater than 185 days. • This warning will appear if the Instructional calendar has less than 175 instructional days or more than 185 instructional days.	System Administration > Calendar > Calendar > Type > Instructional System Administration > Calendar > Calendar > Days > Days Detail > Instruction

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