state reporting, fall 1

# **SELA Reconciliation**

# Step 1

- Log in to CALPADS
- Go to Reports > Extracts

rting ~	Reports *	Admin ~	Help Y	?*			
	Submission R	eports					
	ODS Peparte						
A	Extracts						
	Snapshot Rep	orts		te	MID	CCE	
Ne	County/Autho	orizing LEA F	Reports	12 AN	1 2	43	•
Curr	ent year (2016	-2017) 11/4	2016 12:3	8:12 AN	1 2	39	1

## Step 2

From the Extracts page choose ODS Extracts under the Request CALPADS Files.

- Request CALPADS Files
  - <u>SSID Extract</u> Extract of the SSIDS assigned and updated
  - <u>Candidate List</u> Extract of the potential SSID matches for a
  - <u>Rejected Records</u> Extract of the Rejected Records for a b
  - <u>Replacement SSIDs</u> Extract of the SSIDs that have been
  - ODS Extracts Extract of the current data contained in the
    - Direct Certification Extract of the current Certifications in t
- Retrieve CALPADS Files
  - · SSID Extract Download a SSID Extract file

## Step 3

From the **Record Type** dropdown choose **Student English Language Acquisition Status ODS Download.**  Last update: 2017/01/24 state\_reporting:sela\_reconciliation https://schoolpathways.com/knowledgebase/doku.php?id=state\_reporting:sela\_reconciliation&rev=1485219212 00:53

-

Record Type:	Course Section Completion ODS Download
Reporting LEA:	Course Section Completion ODS Download Course Section Enrollment ODS Download
School:	SSID Enrollment - Data Reconciliation SSID Enrollment ODS Download
	Staff Assignment ODS Download Staff Demographics ODS Download
	Student Career Technical Education ODS Download Student Course Section Completion ODS Download
Academic Year:	Student Course Section Enrolment ODS Download student Discipline ODS Download
Extract File Name:	Student English Language Acquisition Status ODS Do
	Student Information ODS Download Student Program ODS Download
	Student Waivers ODS Download

#### Step 4

Choose Active Student or Enter a Date Range and click Request File.

Enrollment S	tart Date:		×
Enrollment I	End Date:		×
Extract File	Name:		

## Step 5

# Click Return to Request Extract Files

Enrollment Start Date:	
Enrollment End Date:	
Extract File Name:	

# Step 6

#### From Retrieve CALPADS Files, select ODS Extracts



#### Step 7

Select the **SELA ODS File** Type from the **Extract Type** drop down. Then click **Apply Filter**. **Step 7**: Select the **SELA ODS File** Type from the **Extract Type** drop down. Then click **Apply Filter**.



#### Step 8

Download File

Last update: 2017/01/24 state\_reporting:sela\_reconciliation https://schoolpathways.com/knowledgebase/doku.php?id=state\_reporting:sela\_reconciliation&rev=1485219212 00:53

				Vewing p	age 1 of 1   Selec	t the # of record	s to view: 🖲 D	efault(S)	0 10 0 20	O AL
JobID	Extract Type	File Name	Status	Requester Name	Date Requested	Date Created	Archive Date	Error	FileSize	ownices
	Student English Language Acquisition Status ODS Download	005Downloads_20161194135129_23444_488824.td	Complete	D. Reynolds	1042016 1.51:29 PM	11/4/2016 1:52:02 PM	11/11/2016		149.8 KZ	Download

## Step 9

Log into SchoolPathways, go under Reports>State/Federal>CALPADS>Ongoing SSID Update

I	Admin	Reports	Lean	ning Centers	Teachers	Portal	Help
	Create-A-Re	port		CAL Grant		Schoo	I Directory
	Finder			✓ CALPAD:	S		
	Attendance		•	CALPADS		CALP	ADS Status Link
	Crossed Rec	ords	•	Data Reconcili	iation	EOY	
	Enrollment		•	EOY Complian	108	Fall 1	
	Export		•	Fall 1 Complia	ince	Fall 2	
	External Brid	lging	•	Fall 2 Complia	ince	Ongoi	ng SSID Update
	Scheduler		•	SSID Enrollme	nt		
	School		•	✓ CBEDS-C	ORA		
	Staff		•	<ul> <li>Civil Right</li> </ul>	hts		
	State/Federa	al	•	✓ LCFF/LC	AP		

## Step 10

On the right side of the page is a link that reads **Click here to load a SELA ODS Extract.** Click on it.

	Click here to load a Direct Certification Extract (Click here to view latest Direct Cert data loaded)
•	Click here to load a SELA ODS Extract
	Download SPRG to automatically close prior year NSLP records

# Step 11

Choose the SELA ODS extract from your desktop and then Load File

Corn			×	
← → · ↑ ↓ > This PC > Downloads	¥ 0	Search Downloads	p	
Organize - New folder		III •	10	
Desktop # * Name	Date created			
ConeDrive # SELA 14101400117	9 11/4/2016 1:57 PM			
Documents # ODSDownloads.20	M., 11/4/2016 1:53 PM			
- Downloads 🖈 🐴 StudentClearingH	a 11/4/2016 12:31 PM			
Fictures # cfsv83-20161018	11/4/2016 9:02 AM			
L4L Student Cler				
Office				
Pivot				
Security				
CneDrive				
This PC				
~				

# Due to FERPA, THE NEXT FEW SCREEN SHOTS MAY NOT BE AS ACCURATE AS WHAT YOU WILL SEE WHEN THE SELA FILE IS LOADED. STUDENT NAMES HAVE BEEN REMOVED.

#### Step 12

The system will load a comparison of the records from SP and CALPADS, the status and date will show.

SIS Status Code	CALPADS Status Code	ISIS Status Date	CALFADS Status Date
<b>⊜</b> EO	20	01/24/2011	011242011
€E0	EO	Not Set in SIS	10/17/2014
€EO	EO	€04/03/2013	04/03/2013
€EL	EL	09/09/2000	09/09/2000
●RFEP	RFEP	€01/01/2011	01/01/2011
€EO	EO	Not Set in SIS	08/20/2012
€E0	EO	G03/07/2012	03/07/2012
€EO	EO	€03/22/2012	03/22/2012
€E0	EO	Not Set in SIS	09/09/2016
€T8D	TBD	€08/29/2016	08/29/2016
€E0	EO	912/05/2014	12/05/2014

#### **Other Options**

After loading the file, the user can choose to only display mismatched records, this filter will be on the *upper-left side of the page.* Check the box and click **Update** to ONLY see mismatched records.



Last update: 2017/01/24 state\_reporting:sela\_reconciliation https://schoolpathways.com/knowledgebase/doku.php?id=state\_reporting:sela\_reconciliation&rev=1485219212 00:53

SIS Status Code	CALPADS Status Code	0 SIS Status Date	CALPADS Status Date
€TBD	EL.	What Set in SIS	08/01/2005
03 <b>9</b>	EO	G07/01/2012	05/14/2014
08T	EL.	G10/12/2016	10/01/2003
<b>O</b> RFEP	RFEP	€12/19/2013	02/27/2012
€TBD	EL.	€10/26/2016	09/03/2013
€TBD	EL.	G10/17/2016	10/01/2002
€TBD	IFEP	What Set in SIS	09/01/2002
08T	RFEP	€10/26/2016	04/19/2007
€EO	EO	<b>9</b> 09/02/2014	07/01/2011
030	EO	G10/17/2016	09/03/2008
030	IFEP	What Set in SIS	10/01/2005
€TBD	EL.	€Not Set in SIS	10/21/2013
OF.	TBO	G08/18/2014	08/18/2014

## Step 13

On the left-side of the page, check the box next to the students you wish to update.

Sel 🔺	Local Id 🛛 🍦
•	59240
•	57905
	59214
	58790
	59235
	59188
	59254
	59227

#### Step 14

Click Load ELA Data from CALPADS button at the top of the page.

Load ELA Data from CALPADS

## Step 15

Enter **CONFIRM** and hit the **Load ELA Data from CALPADS** button. Please be aware that this will override existing data for the student in the SIS.

Confirm below to load ELA status codes and status dates into the SIS.
This will override existing data for students in the SIS

Cancel and Go back	CONFIRM:	CONFIRM	Load ELA Data from CALPADS
--------------------	----------	---------	----------------------------

#### **Extra Feature**

The users can see the most recent SELA file load in the system from the **Ongoing Updates** Tab.



- Last Updated by Max Williams on 2016/11/04 22:59

From: https://schoolpathways.com/knowledgebase/ - School Pathways Knowledge Base

Permanent link:

https://schoolpathways.com/knowledgebase/doku.php?id=state\_reporting:sela\_reconciliation&rev=1485219212

Last update: 2017/01/24 00:53