



# child\_find\_scenario1



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**Registration > Maintenance > Student Enrollment > Demo1**

Child Find: SPPI-11 reports Enrolled students age 3-21 as of September 1st.

The screenshot shows a web-based form for student enrollment. At the top, there are navigation tabs: DEMO1, DEMO2, DEMO3, GRADUATION, AT RISK, CONTACT, W/R ENROLL, SPEC ED, G/T, BIL/ESL, TITLE I, PRS, LOCAL PROGRAMS, PK ENROLL, and FORMS. The 'DEMO1' tab is selected.

**Demographic Information:** Grade: 12, Entry Dt: 08-16-2023, Track: 02, Orig Entry: 08-16-2023, Withdrawal Dt: --, Portal ID: boovSHvPaa. Name: JOHN SMYTHE (First: JOHN, Middle: JOE, Last: SMYTHE), Gen: AIDAN, Nickname: AIDAN. Social Security Number Denied: [ ], SSN: 508-14-2835, Prior SSN: 123-45-6789, Texas Unique Student ID: 4211223111, Medicaid Eligible: [ ], Medicaid ID: [ ]. Sex: M, DOB: 04-06-2006, Hispanic/Latino: [ ], Aggregate Race/Ethnicity: W - White. White: [x], Black/African American: [ ], Asian: [ ], American Indian/ Alaskan Native: [ ], Hawaiian/Pacific Isl: [ ].

**Phone / Address:** Addr/Tel Rest: 2, Phone Nbr: 555 (653-5606), Cell Ph Nbr: 632-253-4429, E-mail: [ ]. Mailing: 3066 FM 1699, Alamo City, TX, 78878. Physical: 3066 FM 1699, Alamo City, TX, 78878. A 'Duplicate' button is visible next to the mailing address.

**Attendance Zones:** A table with columns 'Campus', 'From Grd Lvl', and 'Thru Grd Lvl'. It shows 'no rows'.

**Student Indicators:** Eligibility Code: 1, Record Status: 1, Attribution Code: 00, NSLP: [ ], Campus ID Resid: --, Child Find: SPPI-11: [ ], Active Cd: 1 - Active, Child Find: SPPI-12: [ ], City Residence: [ ], As of Status Last Friday October: [ ], Reporting Excl: [ ], As of Status Last Day Enrollment: [ ].

**Current / Next Year Information:** Control Num: [ ], Next Yr Cntrl: [ ], Here Last Yr: [ ], Next Yr Camp: 001, CY Xfer Factor: [ ], NY Xfer Factor: [ ], CY Team Code: [ ], NY Team Code: [ ].

**Economic Disadvantage:** A table with columns 'Delete', 'Descriptor', 'Begin Date', and 'End Date'. It shows one entry with descriptor '00', begin date '07-24-2023', and end date '--'. An 'Add' button is at the bottom.

**Foster Care:** A table with columns 'Delete', 'Descriptor', 'Begin Date', and 'End Date'. It shows one entry with descriptor '0', begin date '07-24-2023', and end date '--'. An 'Add' button is at the bottom.

**Military Connected:** A table with columns 'Delete', 'Descriptor', 'Begin Date', and 'End Date'. It shows one entry with descriptor '0', begin date '07-24-2023', and end date '--'. An 'Add' button is at the bottom.

**Update data:**

- Retrieve a student who is already enrolled at the campus using their Local Student ID, Student Name, or Texas Unique Student ID.
- Select the **Child Find: SPPI-11** checkbox in the **Student Indicators** section.
- Click **Save**.

**Registration > Maintenance > Core Collections > Child Find: SPPI-11 > Demographics/Enrollment**

Information retrieved on this tab for an enrolled student is read-only and cannot be modified. Information can only be edited on *Registration > Maintenance > Demo1*.

**Exclude from reporting** is not used with enrolled students and is disabled on this screen.

**Absences Within Timeframe** is a calculation derived from the number of absences between the **Consent to Evaluation Received Date** and the **Initial Evaluation Date** found on *Child Find Data* and counts only those absences in an Average Daily Attendance (ADA) period. If those dates have not been entered, the field will show 0. This number is used by TEA to determine if the district is in compliance.

The screenshot shows a web form for student information. At the top, there is a 'Save' button and a 'Student Information' tab. The 'School Year' is set to 2021-2022. The student's name is LAYLA CRUZ and the Texas Unique Student ID is 7472684815. There are 'Retrieve' and 'Directory' buttons. The form is divided into two sections: 'DEMOGRAPHICS / ENROLLMENT' and 'CHILD FIND DATA'. Under 'DEMOGRAPHICS / ENROLLMENT', there is a 'Demographic Information' section with fields for Name (First: LAYLA, Middle: , Last: CRUZ), Sex (F), DOB (05-21-2004), SSN (402-50-0690), Texas Unique Stu ID (7472684815), and checkboxes for White (checked), Black/African American, Asian, American Indian/Alaskan Native, and Hawaiian/Pacific Isl. There is also a dropdown for 'Generation' and an 'Exclude from reporting' checkbox. Under 'Enrollment Information', there is a 'Grade' dropdown (12), 'Instructional Track' (01), and 'Absences Within Timeframe' (0).

### Retrieve a Student:

**NOTE:** The **Student** field does not auto-complete at this time.

Type the exact Student ID or the exact Texas Unique Student ID.

Click **Retrieve**.

### OR

Click **Directory** to select a student from the directory.

The **Directory** screen will display students that have been marked with the Child Find: SPPI-11 indicator on *Maintenance > Student Enrollment > Demo1*.

Child Find: SPPI-11

Last Name:  First Name:  Campus ID: 001 Grade Level:  Texas Unique Stu ID:

Stu ID	CF ID	LastName	FirstName	MI	Campus	Grd	SSN	Unique Stu ID
012993	5	CRUZ	LAYLA		001	12		

First < 1 / 1 > Last

**NOTE:**

- The **CF ID** is the ID auto-generated.
- The **Campus ID** field auto-populates with the campus number on which the user is logged in.
- The **Campus** number identifies the student's campus of enrollment.

Click the student's **CF ID** to Retrieve.

**Registration > Maintenance > Core Collections > Child Find: SPPI-11 > Child Find Data**

The information on this screen is specific to this tab and is not found anywhere else in ASCENDER.

**NOTE:** Some of the dates, images, and examples provided in this document are for informational and instructional purposes only

DEMOGRAPHICS / ENROLLMENT	<u>CHILD FIND DATA</u>
<b>Child Find</b>	
Evaluation Campus Id:	<input type="text" value="101"/>
<b>Child Find Initial Evaluation</b>	
Consent to Evaluation Received Date:	<input type="text" value="02-18-2022"/>
Initial Evaluation Date:	<input type="text" value="02-21-2022"/>
<b>Child Find Eligibility Determination</b>	
Eligibility Determination (ED) Date:	<input type="text" value="03-04-2022"/>
	<input type="checkbox"/> SpEd Srvc Eligible/Enrolled
<b>Evaluation Delay</b>	
Evaluation Delay Reason:	<input type="text"/>
<b>Eligibility Delay Reason</b>	
Eligibility Delay Reason:	<input type="text"/>

**Update data:**

Under **Child Find:**

<b>Evaluation Campus ID</b>	<p>Enter the campus ID on which the student was evaluated.</p> <p>The Evaluation Campus ID number <u>may</u> or <u>may not be</u> the same as the Campus Enrollment ID.</p> <p><i>For example, the student may have been evaluated on Campus 105, but is enrolled at Campus 101.</i></p>
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Under **Child Find Initial Evaluation:**

<b>Consent to Evaluation Received Date</b>	<p>TWEDS Data Element: CONSENT-TO-EVALUATION-RECEIVED-DATE (E1738) indicates the month, day, and year the Local Education Agency (LEA) received written consent for the full individual and initial evaluation (FIIE) from the student's parent.</p> <p>Enter the first instructional day after LEA receives consent from the parent.</p>
<b>Initial Evaluation Date</b>	<p>Enter the date the child was initially evaluated for the program.</p> <p>This date must not be before the <b>Consent to Evaluation Received Date</b>.</p>



Click **Save**.

Under **Child Find Eligibility Determination:**

<b>Eligibility Determination (ED) Date</b>	If applicable, enter the date the child was determined eligible for the program.  <b>IMPORTANT:</b> If this date is left blank, the student will not be extracted to the interchanges.
<b>SpEd Srvc Eligible/Enrolled</b>	Select if a student is eligible for, and enrolled in Special Education services after the <b>Eligibility Determination Date</b> .

Under **Evaluation Delay:**

<b>Evaluation Delay Reason</b>	If applicable, choose a reason for the evaluation delay. Leave blank if there is no delay in evaluation.  <div style="border: 1px solid #ccc; padding: 5px;"> <p style="margin: 0;"><b>Evaluation Delay</b></p> <p style="margin: 0;">Evaluation Delay Reason: <input style="width: 100%;" type="text"/></p> </div>
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Under **Eligibility Delay Reason:**

<b>Eligibility Delay Reason</b>	If applicable, choose a reason for the eligibility delay. Leave blank if there is no delay in eligibility.  <div style="border: 1px solid #ccc; padding: 5px;"> <p style="margin: 0;"><b>Eligibility Delay Reason</b></p> <p style="margin: 0;">Eligibility Delay Reason: <input style="width: 100%;" type="text"/></p> </div>
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Click **Save**.

If a student will not be reported, return to the *Demo1* tab, uncheck the **Child Find: SPPI-11** indicator and click **Save**. The student's information will be retained in ASCENDER but will not be reported.



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