



# **SPECIAL EDUCATION EARLY INTERVENING SERVICES DATA DICTIONARY**

The purpose of this handbook is to provide data entry guidance to school districts that provide Coordinated Early Intervening Services (CEIS). The CEIS data are a component of the special education module in the Arkansas Public School Computer Network (APSCN). This data dictionary explains the APSCN data fields and codes that are required for federal reporting. In this guide, we attempt to be as inclusive as possible. However, not all situations will be covered here. If after consulting this data dictionary you still have questions about data entry and coding, please contact the Arkansas IDEA Data & Research Office at 501-916-3219.

**DATA FIELDS required for Federal Reporting****FIELD: Social Security (Cycle 7)**

The nine-digit Social Security number of the student. If a student's SSN cannot be obtained, then the ADE assigned number as required by Arkansas Code Ann. 6-18-208 should be used. This number should remain the same throughout the student's school career.

**FIELD: First Name (Cycle 7)**

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

**FIELD: Middle Name (Cycle 7)**

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

**FIELD: Last Name (Cycle 7)**

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

**FIELD: State Unique Identifier**

The unique 10-digit Triand identifier generated for the student by the state.

**FIELD: Birth date (Cycle 7)**

The student's date of birth.

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

**FIELD: Race (Cycle 7)****H Hispanic or Latino (Ethnicity)**

A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

**N American Indian or Alaskan Native**

A person having origins in any of the original peoples of North and South America (including Central America) and who maintains tribal affiliation or community attachment.

**A Asian**

A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, including, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

**B Black or African American**

A person having origins in any of the black racial groups of Africa.

**W White**

A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

**P Native Hawaiian/Pacific Islander**

A person having origins in any of the original people of Hawaii, Guam, Samoa or other Pacific Islands.

**FIELD: Gender (Cycle 7)**

**M Male**

**F Female**

**FIELD: Grade (Cycle 7)**

**K Kindergarten**

**01 1<sup>st</sup> Grade**

**02 2<sup>nd</sup> Grade**

**03 3<sup>rd</sup> Grade**

**04 4<sup>th</sup> Grade**

**05 5<sup>th</sup> Grade**

**06 6<sup>th</sup> Grade**

**07 7<sup>th</sup> Grade**

**08 8<sup>th</sup> Grade**

**09 9<sup>th</sup> Grade**

**10 10<sup>th</sup> Grade**

**11 11<sup>th</sup> Grade**

**12 12<sup>th</sup> Grade**

**EE Non-Graded Elementary**

This category should only be used in extreme situations in which the student's grade cannot be appropriately determined. Where possible, use the grade that will be used for purposes of assessment.

**SM Non-Graded Middle/Jr.**

This category should only be used in extreme situations in which the student's grade cannot be appropriately determined. Where possible, use the grade that will be used for purposes of assessment.

**SS Non-Graded Secondary**

This category should only be used in extreme situations in which the student's grade cannot be appropriately determined. Where possible, use the grade that will be used for purposes of assessment.

**FIELD: ELL English Language Learner (Cycle 7)**

**Y Yes** – The student has limited English proficiency. English is not the student's first language or the language spoken at home.

**N No**

**FIELD: Resident LEA (Cycle 7)**

The LEA number of the district in which the student resides. The formatting requires the 4-digit LEA number followed by 3 zeros.

**FIELD: Entry Date (Cycle 7)**

The date that the student was placed in coordinated early intervening services

**FIELD: Exit Date (7 Cycle)**

The date that the student's coordinated early intervening services ended

**FIELD: Exit Status (Cycle 7)**

Indicate the reason the student withdrew or exited Coordinated Early Intervening Services

**DI** Deceased

**SN** Services no longer needed

**SP** Placed into Special Education

**MK** Student Moved

**RP** Reached Program Eligibility (i.e. child moved to another grade level or building where no CEIS program is available)

**DO** Dropped out of school

**DP** Services discontinued at parent's request

**GD** Graduated

**FIELD: Type of Coordinated Early Intervening Services (Cycle 7)**

Indicate the type of coordinated early intervening services the student is receiving

**SB** School Based Mental Health

**AT** Adaptive Technology

**LI** Literacy Instruction

**MI** Math Instruction

**SI** Science Instruction

**AS** Adaptive Software

**BE** Behavior Evaluation

**LS** Language Skills

**S3** Other Services

**S2** Other Services

**OS** Other Services

**RH** Section 504 of Rehab Act

**CB** Counseling/Behavioral Intervention

**FIELD: Other Services (Cycle 7)**

Three options for 'other' are provided. If other (OS, S2, or S3) enter the name(s) of the service(s) being provided.

**FIELD: Begin Date of Service (Cycle 7)**

The date that Coordinated Early Intervening Services began

**FIELD: End Date of Service (Cycle 7)**

The date that Coordinated Early Intervening Service ended