

ESBOCES UPDATES and ANNOUNCEMENTS

All Schools ESBOCES Updates and Announcements

Out of Certification: initial deadline is **9:00 a.m. on January 24, 2024.**

In order to ensure the timely and accurate submission of Out of Certification data to the US Department of Education (USDE) for the 2023-2024 SY, NYSED recommends the completion of OOC reporting in January of each year. Official OOC data can only be reviewed in L2RPT's SIRS 328 Report. Errors or omissions in L2 can only be repaired in Level 0. OOC data will be submitted to the USDE in Early May.



Check your L2RPT access, does the Staff Folder display on the screen?

If not, you will need to contact the DOE Charter Schools Office at charterschools.mojohelpdesk.com

Be sure to provide the following information for each school/account

School Name

Username Only (never share passwords)

Your ESBOCES Level 0 help desk will be open until **5:00 p.m.** from **January 8 – 23**, to help your school meet this reporting deadline.

Data transfer schedule for the Initial OOC Deadline

Out of Certification			
Data Locked in L0 <i>For the reporting window</i>	Valid Data transferred to NYCDOE <i>L1 prep completed by 9:00 a.m. on</i>	L2RPT Refresh	Review the SIRS 328 Days to make corrections in L0
All prior data through Jan 10	10-Jan	15-Jan	9
Jan 10 - Jan 17	17-Jan	22-Jan	2
Jan 16 - Jan 24	24-Jan	29-Jan	0

Directions for OOC reporting: [ALL RESOURCES FOR 23-24](#)

Coffee with Tracy: Open Zoom meeting for help with OOC reporting.

No pre-registration, tap the link below to join:

<https://e2ccb-gst.zoom.us/j/99692175765?pwd=TEt2dTdZcWN1V3pMZzFZbHVQbW1yUT09>

Monday, Jan. 8	Tuesday, Jan. 9	Wednesday, Jan. 10	Thursday, Jan. 11	Friday, Jan. 12
9:00 a.m. – 10:00 a.m.	9:00 a.m. – 10:00 a.m.	9:00 a.m. – 10:00 a.m.	<i>Call ESBOCES at 631.218.4134</i>	
Monday, Jan. 15 <i>Closed MLK Day</i>	Tuesday, Jan. 16	Wednesday, Jan. 17	<i>Call ESBOCES at 631.218.4134</i>	
	9:00 a.m. – 10:00 a.m.	9:00 a.m. – 10:00 a.m.		Friday, Jan. 19 9:00 a.m. – 10:00 a.m.

Check the status of Data in Level 1 of the Data Warehouse

Percentages displayed here indicate overall reporting for all our schools that transfer weekly to NYC for submission to NYSED each week.

8-Jan	Out of Certification					Daily Attendance		
	Staff Snapshot	Course	Marking Period	Course Instructor Assignment	Student Class Entry Exit	Student Attendance	Staff Assignment	Student Digital Resources
	Jan. 24	Jan. 24	Jan. 24	Jan. 24	Jan. 24	Monthly	July	Jan. 24
	53%	28%	40%	12%	8%	21%	36%	6%

This webpage also provides LIVE conformation of the flow of data in each template from L0 to the ESB Level 1 of the data warehouse that is transferred for submission to NYSED each week: [NYC Charter Data Central > Reports > On Screen > Student & Staff Accountability](#). If the Level 1 counts do not match data in Level 0, log into L0 to review your dashboard. Data will never move from Level 0 unless 1) all errors have been cleared *AND* 2) the Level 1 Data Prep process has been completed.

Student Digital Resources

The first NYSED deadline for a review of Student Digital Resources (SDR) requires data to be reported in the SDR template of Level 0 by **9:00 a.m. on Wednesday, January 24, 2024**.

NYSED requires schools to report initial survey information for each student regarding access to devices and internet services in their homes each Fall. SED expects data to be collected and/or refreshed throughout the year as follows: when students access changes and for every new enrollment.

Need help preparing data for import to Level 0? Visit the Training Materials section of the ESBOCES website for resources, including a ReportNet downloadable template pre-populated with student info based on ATS enrollment:



<https://nyccharterdatacentral.esboces.org/Resources/Training-Materials>

Cognos Update



Things are similar but different: Navigate with the “hamburger”

1. Click ‘open menu’ to expand the menu
2. Click Content to see ‘Team Content’
3. There is an option to select the List View icon on the right,
4. Access your reports and extracts in the same manner you are accustomed.

Subscribe to ESBOCES timeline: [NYC Charter Data Central > Resources > Timeline](#)

ESBOCES Website Resource(s)

A new document mapping resources on the NYC Data Central website is available at:
[NYC Data Central Site Map](#).

NYSED SIRS Timeline with ESBOCES Annotated Notes

Each year, ESBOCES dissects and reassembles the NYSED SIRS Timeline to add notes, suggestions, and helpful resources to make the tracking of annual reporting easier.

- [ESBOCES annotated 2023-24 NYSED SIRS Timeline.pdf](#)
- Subscribe to our timeline [NYC Charter Data Central > Resources > Timeline \(esboces.org\)](#)
- [Original SIRS Reporting Memo & Timeline](#)

Accessing L2RPT is managed by the school CEO

ONLY your school CEO or a Delegated Administrator can authorize anyone to access L2RPT, the Business Portal, or any other NYSED system. ESBOCES, NYCDOE (Charter Schools Office), and NYSED cannot create or manage access to those data systems.

Each school superintendent/CEO, as listed in [SEDREF](#), was given administrative access by default to the SED Delegated Account Systems (SEDDAS). Access to SEDDAS is available within the [NYSED Application Business Portal - Dashboard](#) (must be logged in). Only the CEO, or delegate, can provide access to any SED system for their school to another person. Access will be instantaneous once you are given these permissions. Note that the NYSED Application Business Portal and access to L2RPT, [IBM Cognos Analytics](#), utilize the same credentials. Quick Guide for account creation and management: [Entitling Users to SED Monitoring & Vendor Performance System](#).

Need help?

Previous ESBOCES Charter Schools Weekly announcements: [NYC Charter Data Central > Resources > C-Weekly Updates](#)

ESBOCES Website: <https://nyccharterdatacentral.esboces.org/Home.aspx>

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