

Out of Certification: initial deadline 9 AM on January 24th, 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's charter school office at

<https://nyccharterdatacentral.esboces.org/LinkClick.aspx?link=https%3a%2f%2fcharterschools.mojohelpdesk.com%2f&tabid=55&portalid=0&mid=460>

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

1- School Name

2- Username Only (never share passwords)

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

<input type="checkbox"/>	Name	Type
<input type="checkbox"/>	Staff	Folder

Data transfer schedule for the Initial OOC Deadline

Out of Certification			
Data Locked in L0 <i>Between 9 AM</i>	Valid Data transferred to NYCDOE <i>10:30 AM each Wednesday</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 data reporting.

No pre-registration, tap to join: <https://e2ccb-gst.zoom.us/j/99692175765?pwd=TEt2dDZcWN1V3pMZzFZbHVQbW1yUT09>

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

Check the status of data submissions on our website

Percentages displayed here indicate the percent of all NYC charter schools that reported valid data in Level 0 that is transferred to the NYCDOE 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 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 \(esboces.org\)](#) 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

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

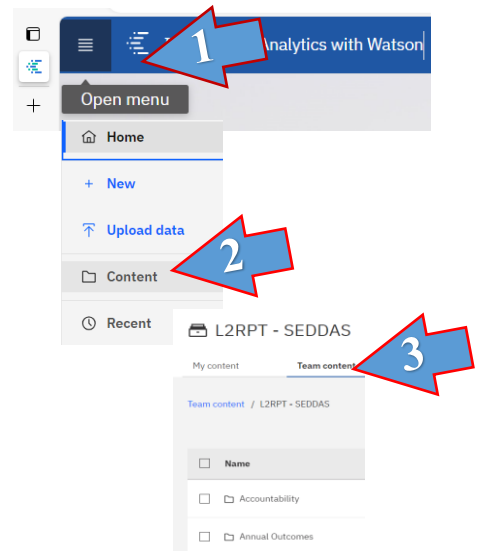
NYSED requires schools to report initial survey information for each student regarding access to devices and internet services in their homes each Fall. SED expects data to be collected and/or refreshed throughout the year as follows: when students access changes and for every new enrollment.

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



Subscribe to our timeline

[NYC Charter Data Central > Resources > Timeline \(esboces.org\)](#)

ESBOCES Website Resources

A new document mapping resources on the NYC Data Central website.

[NYC Data Central Site Map.pdf \(esboces.org\)](#)

NYSED's SIRS Timeline with ESBOCES' Annotated Notes

Each year, we dissect and reassemble 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's CEO

ONLY your school's CEO or a Delegated Administrator can authorize anyone to access L2RPT, the Business Portal or any other NYSED system.

ESBOCES, the NYCDOE and NYSED cannot create or manage access to those data systems.

Each school's superintendent/CEO, as listed in [SEDREF](https://nysed.gov) (nysed.gov), 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. Please Note: The NYSED Application Business Portal and access to L2RPT, IBM Cognos Analytics (nycenet.edu), utilize the same credentials. Quick Guide for account creation and management: [Entitling Users to SED Monitoring & Vendor Performance System \(esboces.org\)](#)

Need help?

All ESB Charter School C-Weekly messages: [NYC Charter Data Central > Resources > C-Weekly Updates](#)

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

Email: NYCCharterData@esboces.org

Phone: (631) 218-4134