

Strong Workforce Program Required Data Upload Webinar

Overview

December 3, 2020

Presented by

Vanessa D. Marrero

Senior Director Outreach and Engagement

Kashae Knox

Engagement Manager

Malkit Samra

Outreach & Helpdesk Technician



Partnership for Achieving Student Success

Today's Agenda

Welcome!

Purpose

Uploading Your Data

File Name and Purpose *

Most Common Upload Issues

Confirming File Uploads *

Questions from Field?

* Denotes alignment to each segment of CPP Updated FAQ's Document

Opening Remarks

Sandra Sanchez

Assistant Vice Chancellor

Workforce & Economic Development

California Community Colleges Chancellor's Office



SWP Alignment: K-12 Continuity Planning

EDC Part 54.5 Strong Workforce Program – Section 88828

- (i) high school graduation rate.
- (ii) The number of students completing career technical education coursework.
- (iii) The number of pupils obtaining an industry-recognized credential, certificate, license, or other measure of technical skill attainment.
- (iv) The number of former pupils employed and the types of businesses in which they are employed.
- (v) The number of former pupils enrolled in each of the following:
 - (I) A postsecondary education institution, disaggregated by public, private nonprofit, and private for-profit institutions.
 - (II) A state apprenticeship program.
 - (III) Another form of job training.

The Educational Results Partnership (ERP) Team



Vanessa Marrero
Senior Director Outreach
and Engagement



Malkit Samra
Outreach and Helpdesk
Technician



Kashae Knox
Outreach and
Engagement Manager

Who We Are: Educational Results Partnership (ERP)

Our Mission

We are a nonprofit organization that uses actionable data to accelerate educational productivity and economic justice.

Uploading Your Data After Logging Into calpassplus.org

Welcome back!

 [UPLOAD DATA](#)

Actionable Data on Education

Cal-PASS Plus is a FREE statewide clearinghouse of longitudinal data following students from K-12 into the workforce

[JOIN FREE](#)


[Click Here](#)



Navigating the Data Upload Page

Instructions:

- 1. Select a File Purpose
 - 2. Click the "Choose files" button and select the files from your computer that you would like to upload.
 - 3. In the File Description box, please provide a brief description of the files you are uploading
 - 4. Click the blue "CLICK TO SUBMIT" button after files have loaded and wait for a confirmation message on the page.
 - 5. If your files are submitted successfully, you'll receive a confirmation email.
- If you did not receive an email, contact the [Cal-PASS Plus Helpdesk](#).

Questions?

See the [FAQs](#) at the bottom of this page or [view the FAQs in PDF](#).

How to Upload

[K12 Data Submission Documentation](#)

File Purpose:
Select: CALPADS ODS Extract

File Description:
Type: K-12 R1 SWP (Name of ODS File)

Submit: **Click Submit to process**

File Purpose:

File Description:

File Name & Purpose

File Type

ODS Extract Template

- DistrictCode
- SchoolCode
- YearCode
- StudentStateId
- CourseId
- SectionId
- TermCode
- CreditTry
- CreditGet
- MarkCode
- UniversityCode
- MarkingPeriodCode
- IsEscrow



Where can document be found?

- Legacy K12 Data Element Dictionary
- K12 Data Submission
- Uploading Data FAQs

A	B	C	D	E	F	G	H	I	J	K	L	M
DistrictCode	SchoolCode	YearCode	StudentStateId	CourseId	SectionId	TermCode	CreditTry	CreditGet	MarkCode	UniversityCode	MarkingPeriodCode	IsEscrow
1234567	1234567	2019-2020	1234567891	811009AM	1234567	S1	5	5	B+	B	S1	0

K-12 File Name and Description

Please submit the following CALPADS Submission Files or an ODS Extract of the CALPADS Files:

File Name	Description	Updated Submission Year
SENR	Student Enrollment	
SINF	Student Information (demographics, etc.)	
STAS	Student Absence Summary	
SPRG	Student Programs	
CRSC	Course Completion	
SCSC	Student Course Completion	
SCTE	Student Career Technical Education	Required starting 11-12
SELA	Student English Language Acquisition	Required starting 13-14
SDIS	Student Discipline File	Required before 19-20
SINC	Student Incident	Required starting 19-20
SIRS	Student Incident Results	Required starting 19-20
SOFF	Student Offense	Required starting 19-20



Recent Updated Files

File Name	Description	Updated Submission Year
SPED	Special Education	Required starting 19-20
PSTS	Post-Secondary Status	Required starting 19-20

How we protect your data and student privacy**

Read the Cal-PASS Plus Privacy and Security Policies by visiting:

<https://www.calpassplus.org/Privacy>



To ensure confidentiality and consistency with FERPA (Family Education Rights and Privacy Act) guidelines, student identifiers, including social security numbers and names, are encrypted on Cal- PASS Plus. Access to data is restricted to Cal-PASS Plus staff and members under a signed MOU. For schools that do not collect a SSN, another unique identifier is used.

** Denotes language from CPP MOU and website resources.

Most Common Data Upload Issues/Solutions

Common Data Upload Issues/Solutions

Issues

Failed submission

Incorrect Format

No Data in File

Solutions

Make sure
file is
saved as
CSV



Reference
K12 Data
Submission
Document



[Click here
to: Schedule
a Data
Upload
Session](#)

Navigating the Data Upload Page

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Questions?

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How to Upload

[K12 Data Submission Documentation](#)

Resources

File Purpose:
Select: **CALPADS ODS Extract**

File Description:
Select: **K-12 R1 SWP (Name of ODS File)**

Submit: **Click Submit to process**

File Purpose:

File Description:

Confirmation of Files

Confirmation of Files

Instructions:

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How to Upload

[K12 Data Submission Documentation](#)

Thank you for uploading your file(s)! You should receive a confirmation email shortly. Please [click here](#) if you'd like to make another upload.

Resource #1



Submitting CALPADS Data to Cal-PASS Plus

STEP 1:

Login to <https://www.calpassplus.org/User/Login>

- To create a new login, fill out the New Login Request Form on the right-hand side of this page: <https://www.calpassplus.org/Join>.
- If you have forgotten your password, click "Forgotten Password" under the blue "Log On" button.

STEP 2:

From the Cal-PASS Plus home screen, click on "Upload Data" button in the blue bar at the top of the screen. You will be taken to the File Submission page where you can upload your institution's data files.

STEP 3:

Follow the instructions the

<https://www.calpassplus.org/CalPASS/ClientServices/Submission/FileDrop.aspx>
to upload your files.

Resource #2



Uploading Data FAQs

File Type

<p>What type of files do I upload?</p>	<p>K-12 Institutions:</p> <p>Please submit the following ODS Extracts:</p> <ul style="list-style-type: none">○ SENR, SINF, SPRG, SELA, CRSC, SCSC, SCTE, STAS, SDIS○ Files must be ODS Extracts from CALPADS website. Please note that ODS Extracts are different from CALPADS Reports.○ For 2019-2020, the SDIS file has been <u>replaced</u> by SINC, SIRS, SOFF & SPED, PSTS
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Where to find additional resources and seek help

- Resources Page: www.calpassplus.org/calpass/help
- Help Desk: help@calpassplus.org
- Phone: (916) 498-8980

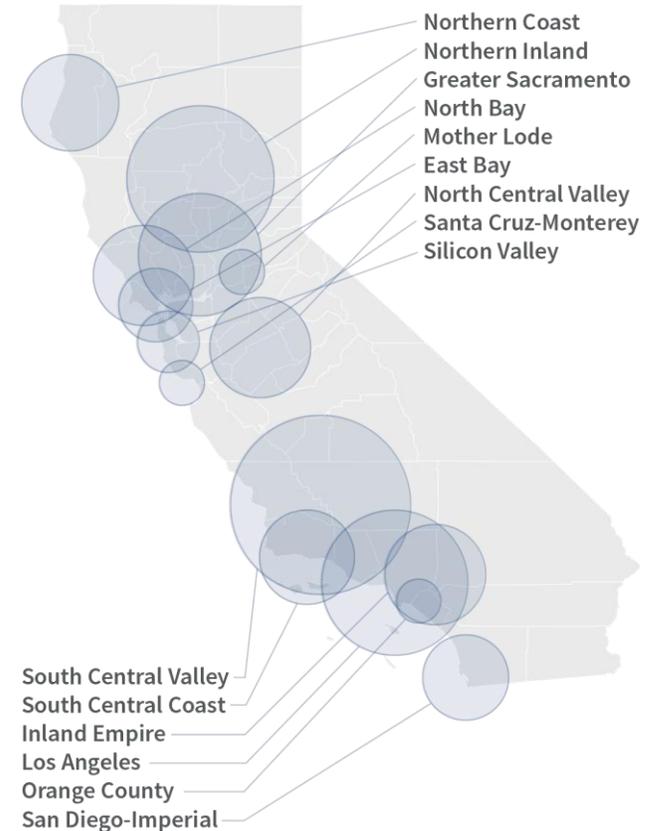
Questions?

Appendix

What is Cal-PASS Plus?

Cal-PASS Plus Active MOU Coverage

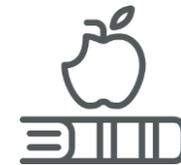
- K-12 institutions: **647**
2.6 million Students
- California Community Colleges: **119**
- California State University: **12**
- University of California: **4**
- Private Universities: **2**



Cal-PASS Plus (continued)

Under a signed **MOUs**, Cal-PASS Plus connects data between:

- California's K-12 institutions
- California Community Colleges
- California State University system
- University of California system
- California State Employment Development Department



MOU Submission Process

1. Visit Cal-PASS Plus Website
2. Click Join Free Link
- 3. E-Sign or Download Hard Copy**

Authorized signers are typically leadership in the member institution, such as Superintendents, Deans, Chancellors, Vice Chancellors.

The MOU** will not be approved if it is not signed by an authorized signer.**

E-SIGN AND SUBMIT THE MOU

DOWNLOAD A HARD COPY OF THE MOU

****denotes an ERP Data Privacy Agreement is available in addition to a signed Cal-PASS Plus MOU.

Cal-PASS Plus K-12 Dashboards

- Foster Youth 9-14 Dashboard
- High School to Community College Transition Report
- Public Student Achievement Data
- STEM
- Success Factors
- Waterfall Dashboards
 - County & district levels

Access to Algebra - All (Statewide), Class of 2018



52%	of Other or Unknown Race students
81%	of American Indian or Alaskan Native students
86%	of Two or More Races students
87%	of Hispanic students
87%	of Filipino/a students
88%	of White students
90%	of Asian students
90%	of Black or African American students

This visualization includes the percent of students in the cohort who had access to algebra before high school.

Thank You!

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