July 22, 2024

TO ALL SCHOOLS HOSTING SUMMER AND DJJ PROGRAMS:

Data Intelligence/State Reporting has completed the process of Survey 4 2324 Batch Transmission. All Local, State Batch, and Validation error reports have been placed in Optispool dated July 22. Please retrieve your State Error reports and make your corrections in TERMS. Once you've made your corrections in TERMS, please email ITservicedesk@browardschools.com to create a Helix ticket for State Reporting so your corrections can be made in External.
***All Edit error reports from last week should be placed in your audit box. Please ensure you are working ONLY from the Batch and Validation reports dated July 22.

You will only receive a report if you receive an error.
Note: Schools are to ignore all exception errors on all state reports
Local Reports Name and Number
TE2013 - Student Demo - TERMS A03 panel
TE2014 - Student Course Schedule - TERMS A10 panel
TE2015 - Teacher Course - TERMS C04/C17 panel
TE2020 - Exceptional Student - TERMS A23 panel
TE2072 - Student Transportation

State Error Reports:
60.780 Student Demographics Batch
60.802 Student Demographic Validation
60.781 Student Course Batch (ignore error 41)
60.857 Student Course Validation
60.782 Teacher Course Batch (error *11 enter SSN on the C05 in TERMS)
60.858 Teacher Course Validation
61.034 Exceptional Student Batch (ignore 2C error) (error 09: enter a valid IEP date on A23 in TERMS).
61.108 Exceptional Student Validation
(error 2B enter a valid Place date on A23 in TERMS)
70.500 Student Transportation Batch
70.526 student Transportation Validation
***State Information Reports, please file in the audit box.
60533 Summary transported less than 2 miles
60984 Student Course Records Whose FTE Is Null (Optispool for Budget and Schools.
(This report becomes available after the null process and during the amendment period)
71134 Comparison FTE for Summer Surveys (BVE)
62221 UFTE/WFTE SCHOOL TOTALS
62222 UFTE/WFTE DISTRICT TOTALS
62643 Student Course/With No Demo
62644 Student Course/No Teacher Course
62645 Student Course/No Exceptional
62793 Edit Status Report
62832 Batch Update Report

63291 HQT (F63291)
63499 Transport Average Bus Occupancy Index
63504 Hazardous Walking Report
70092 Transport Adjust Base and ESE
70201 ESE Count by FEFP Program by School
70526 Student Transportation Validation F70525
70613 STUDENTS W/LEVEL1 READING 3RD GRADE FSA
70801 Certification/Licensure/Qual Status 70803ELL by Code by School
70806 Transportation membership Category A
70808 Transportation Students per Bus
70810 Transportation Students Names per Bus
71026 LIST OF STUDENTS ASSIGN BUS NO DEMO
71214 STUD TRANSPORTATION AGGREGATE EXCEPT RPT

Schools must save and file all their state reports in their Audit box, Survey 4 2324.
The errors mentioned above are the majority of errors and may not be the ONLY errors. Please make corrections in TERMS before creating a ticket. Schools will need to correct any error received with the assistance of the How To Make Correction document attached unless instructed to ignore it.

The next scheduled transmission for Survey 4 2324 will occur on Thursday, July 25, at 1:00 pm. Schools will receive new reports from the State on Monday, July 29. Please email ITServiceDesk@browardschools.com to create a Helix ticket, so state reporting corrections can be made in External. When creating the Helix ticket, please include the following information (school location number, copy of the state error report, and the corrections that need to be made in External) included in the ticket.