


# PowerSchool DN, DL and DT records

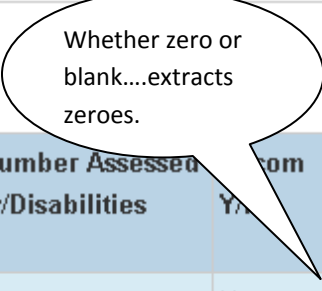
Set the school to District  
 Select District on the left menu under Setup  
 Scroll down and select Building/District Information


Grade Schedule (DL)	Grade Schedule (DL) (FY15)	Local District Attendance Patterns	Organization General Info(DN)
District Testing(DT)	Graduation Only(GP)	DR (Obsolete)	DQ (Obsolete)
DF (Obsolete)	DB (Obsolete)		

## For Ohio District Testing Record (DT record)

You can click New to create a new record or use the Edit option to edit your existing records.






	Fiscal Year	Local Assess Number	Grade	Number Assessed	Number Assessed w/Disabilities	Y/N	Accom Headcount	Alt Assess Y/N	Alt Assess Headcount
	2013	1	NT	0	0	N	0	N	0

## New Ohio District Testing Record

Field	Value
Fiscal Year	<input type="text" value="2014"/> (4 digit fiscal year, e.g. 2012)
Local Assessment Number	<input type="text"/>
Grade Level Assessed	Not Tested <input type="button" value="v"/>
Number of Students Taking Assessment	<input type="text"/>
Assessed Students with Disabilities Headcount	<input type="text"/>
Administered with Accommodations/Modifications	No <input type="button" value="v"/>
Accommodations/Modifications Headcount	<input type="text"/>
Alternate Assessments Provided	No <input type="button" value="v"/>
Alternate Assessments Headcount	<input type="text"/>



Populate the fields. (Local Assessment is a 3 Character Numeric Field). Remember to "Submit". Create a new record for each District Test.

## For Ohio General Grade Schedule Record (DL record)

You can click New to create a new record or use the Edit option to edit your existing records. Add a record for each grade taught at each building in district. If a building has both full-day, every day KG as well as part-time KG- enter two records for KG to show both attendance patterns at the building, likewise for PS if you are reporting multiple attendance patterns.

[New](#)

	District IRN	Building IRN	Grade Code	Attendance Pattern Code	First day of school	Last day of school	Hours Per Day	Annual Hours in Session	Annual Days in Session	Date of Spring Administration - Math Test
<a href="#">Edit</a>	123456	777777	12	NA	08/28/2012	06/06/2013	6.83		178.00	
<a href="#">Edit</a>	123456	666666	06	NA	08/28/2012	06/06/2013	6.33		178.00	04/25/2012
<a href="#">Edit</a>	123456	777777	10	NA	08/28/2012	06/06/2013	6.83		178.00	

Field	Value
District IRN	<input type="text" value="123456"/>
Building IRN	<input type="text" value="666666"/>
Grade Code	<input type="text" value="(06)"/>
Attendance Pattern Code	<input type="text" value="Not Applicable"/>
First day of school	<input type="text" value="8/28/2013"/> (MM/DD/YYYY)
Last day of school	<input type="text" value="6/6/2014"/> (MM/DD/YYYY)
Hours Per Day	<input type="text" value="6.33"/> (#.##)
Annual Hours in Session	<input type="text"/>
Annual days in Session	<input type="text" value="178.00"/> (###.##)
Date of Spring Administration - Math Test	<input type="text" value="4/25/2013"/> (MM/DD/YYYY)

Enter district and building IRN including leading zero/s if applicable

Enter grade level from drop down

Enter attendance pattern (NA for all grades other than PS ad KG)

Enter hours for each grade

Enter hours in session only for community schools chartered in hours – otherwise enter days in session

Be sure to follow formats at right – MM/DD/YYYY and #.## and ###.##

# Organizational General Information Record (DN record)

The DN record is entered in two places in PowerSchool – one related to district attributes and one related to building attributes. The DN report collects the data from both places to generate the DN report. For the District attributes you can click New to create a new record or use the Edit option to edit your existing records.

Fill in the blanks for each attribute – refer to EMIS Manual Section 5.3 for definition of each listed attribute

INFOTECIRN refers to the ITC IRN to which the district belongs

District IRN		045641
<b>Information Technology Center Group</b>	<b>K,N,H</b>	<b>Value</b>
INFOTECIRN (Information Technology Center IRN)		086496
<b>Student group</b>	<b>K or N</b>	<b>Value</b>
STUKGBRDAY (Date student is required to be 5 years old to be admitted into kindergarten)		B (A or B)
STUHOMESCL (Count of home schooled resident students)		41
STUELGEXAC (Amount of time a student is required to attend district to be eligible for extracurricular activities)		100
STUNPNTSRV (Count of resident and non-resident nonpublic students within district boundaries eligible for special education services but not being served by the district)		0
STUNPNTELG (Count of resident and non-resident nonpublic students within district boundaries evaluated and determined ineligible for special education services)		0
STUPSTCBTR (Count of preschool transition conferences held by 3rd birthday, no disability suspected, no additional evaluation)		0
STUPSTCATR (Count of preschool transition conferences held after 3rd birthday, no disability suspected, no additional evaluation)		0
<b>District Group</b>		<b>Value</b>
LCLWELLPOL (Local Wellness Policy)	<b>N</b>	Yes
TRANSPTCNT (Count of qualified riders provided school bus service)	<b>K</b>	
TRANSPTMIL (District's total number of miles driven for school bus service in the current fiscal year)	<b>K</b>	
TFRPSESCYS (Comma separated list* of districts that have authorized ODE to transfer funds to ESC) *Comma separated lists require DN v1.7 EMIS Report		<b>K</b>
TFRPSESCNO (Comma separated list* of districts that have not authorized ODE to transfer funds to ESC) *Comma separated lists require DN v1.7 EMIS Report		<b>K</b>
C_CLDRTYPE (Code that indicates if the calendar is hours or days)		

District Group - Eye Exam	N	Value
EYERQCNTA (Number of students with an IIEP written within the stated timeframe)		<input type="text"/>
EYERCCNTB (Number of students with an IIEP written within the stated timeframe who received an eye exam within three months of beginning services)		<input type="text"/>
EYENRCNT1 (Number of students with an IIEP written within the stated timeframe who received an eye exam more than three months after beginning services)		<input type="text"/>
EYENRCNT2 (Number of students with an IIEP written within the stated timeframe who received an eye exam within nine months immediately prior to being identified with disabilities)		<input type="text"/>
EYENRCNT3 (Number of students with an IIEP written within the stated timeframe who did not receive an eye exam due to withdrawing within three months of beginning services)		<input type="text"/>
EYENRCNT4 (Number of students with an IIEP written within the stated timeframe who did not receive an eye exam due to the student's hospitalization)		<input type="text"/>
EYENRCNT5 (Number of students with an IIEP written within the stated timeframe who did not receive an eye exam due to parent refusal)		<input type="text"/>
EYENRCNT6 (Number of students with an IIEP written within the stated timeframe who did not receive an eye exam due to the lack of a conveniently available provider)		<input type="text"/>
EYENRCNT7 (Number of students with an IIEP written within the stated timeframe who have not received an eye exam and are still within three months of beginning services)		<input type="text"/>
EYENRCNT8 (Number of students with an IIEP written within the stated timeframe who did not receive an eye exam due to a reason not accounted for by another attribute name)		<input type="text"/>

**New for 14N** – You will need to enter the Eye Exam counts

For the Building attributes for the DN Records

Set the school to District

Select District on the left menu under Setup

Scroll down and select Schools/School Info

Complete for all buildings that are EMIS reportable (for example, **do not** complete this task for Electronic or Graduate buildings)

Schools	Abbrev.
Green Trail High School	GTHS
85th Street Elementary School	ESES
Graduated Students	Graduated Students

**ORGANIZATION GENERAL INFORMATION (DN)**

**EXCLUDE this building from the DN (Org Gen Info) Report**

**Count Week Days Group** **K**

CWDAYSOPEN  Please enter only N's or Y's

**Feeder School Group** **K,N**

FEEDERSCHL  Please enter 6 digits ←

**Teacher Group** **K,N**

Hours  FTE

PRFSNLMEET  (0.1 - 9.9 Professional Teacher Meetings) Please follow X.X format for FTE

PTCONFERNC  (0.1 - 9.9 Professional Teacher Meetings) Please follow X.X format for FTE

**Calamity Group** **N**

CLMTYTAKEN  Please enter whole numbers max of 99

CLMTYMDEUP  Please enter whole numbers max of 99

SHORTENWEA  Please enter whole numbers max of 99

SHORTENOTH  Please enter whole numbers max of 99

**First Day Next Year Group** **N**

FRSTNEXTYR  Please enter date in format mm/dd/ccyy

**SIG Time Extended Group** **K,N**

SIGEXTNDYR  Please enter whole number

SIGEXTNDDY  Please enter whole number

SIGBEFNAFT  Please enter whole number

SIGSUMRSCH  Please enter whole number

SIGWEEKEND  Please enter whole number

SIGOTHERTM  Please enter whole number

For the teacher group your two fields will change depending on which option you choose – either Hours or FTE