



# 2024-2025 Special Education Discipline Snapshot

## Purpose:

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The purpose of the Special Education Snapshot is to obtain data on students with an active IEP at the time of a disciplinary removal

## Dependencies:

Student has been assigned a SASID and updated in the RITS system.

Student has a record in the Discipline Interchange for:

- Discipline Action

Student has a record in the Student Interchange for:

- Demographics
- Student School Association

Student has a record in the Special Education IEP Interchange for:

- Participation
- Child

## Criteria:

Pull all error-free records from the Discipline Action file where Special Education Action Flag = 1 and Discipline Action Type = 11, 12, 13, OR 00 and Special Education Removal Type = 01 or 02

## Notes:

The records selected will be joined with data from the Student Interchange- Demographic and Student School Association Files and the Special Education IEP Interchange- Participation file.

- For joining to Student Demographic, use District Code, School Year, and SASID
- For joining to Student School Association, use District Code, School Code, School Year, and SASID where Discipline Date  $\geq$  School Entry Date and  $\leq$  School Exit Date
- For joining to Special Education Participation, use Admin Unit Code, School Code, School Year, and SASID where Discipline Date  $\geq$  Date of Entry to Special Education and  $\leq$  Date of Exit from Special Education

For records not submitted in Primary Interchange File (1.), data will be pulled into snapshot from Secondary Interchange File (2.)

## File Notes:

- New changes from 2023-2024 are emphasized with yellow shading.
- \*Indicates primary key



# 2024-2025 Special Education Discipline Snapshot – File Layout

## Data Field List:

Name of Field	Field Length	Source Interchange	Source File	Remarks
Admin Unit/SOP Code *	5	Discipline	Discipline Action	Calculated field based on district code
School District/BOCES Code *	4	Discipline	Discipline Action	
School Code *	4	Discipline	Discipline Action	
Special Education Program Code	4	Discipline	Discipline Action	
Student's State ID (SASID) *	10	Discipline	Discipline Action	
Local ID (LASID)	10	1. Student 2. Special Ed IEP	1. Student Demographic 2. Special Ed Child	
Student's Last Name	30	1. Student 2. Special Ed IEP	1. Student Demographic 2. Special Ed Child	
Student's First Name	30	1. Student 2. Special Ed IEP	1. Student Demographic 2. Special Ed Child	
Student's Middle Name	30	1. Student 2. Special Ed IEP	1. Student Demographic 2. Special Ed Child	
Student's Gender	2	1. Student 2. Special Ed IEP	1. Student Demographic 2. Special Ed Child	
Student's Date of Birth	8	1. Student 2. Special Ed IEP	1. Student Demographic 2. Special Ed Child	
Student's Ethnicity: Hispanic or Latino	1	1. Student 2. Special Ed IEP	1. Student Demographic 2. Special Ed Child	
Student's Race: American Indian or Alaska Native	1	1. Student 2. Special Ed IEP	1. Student Demographic 2. Special Ed Child	
Student's Race: Asian	1	1. Student 2. Special Ed IEP	1. Student Demographic 2. Special Ed Child	
Student's Race: Black or African American	1	1. Student 2. Special Ed IEP	1. Student Demographic 2. Special Ed Child	
Student's Race: White	1	1. Student 2. Special Ed IEP	1. Student Demographic 2. Special Ed Child	
Student's Race: Native Hawaiian or Other Pacific Islander	1	1. Student 2. Special Ed IEP	1. Student Demographic 2. Special Ed Child	
Student's Federal Race	2	Internal Flag	1. Student Demographic 2. Special Ed Child	<b>Internal Flag</b> – calculated value based on ethnicity and race, see criteria below



## 2024-2025 Special Education Discipline Snapshot – File Layout

Name of Field	Field Length	Source Interchange	Source File	Remarks
English Learner (ELL) Status	1	Internal Flag	1. Student Demographic 2. Special Ed Child	<b>Internal Flag</b> – calculated value, see criteria below
Grade Level	3	1. Student 2. Special Ed IEP	1. Student School Association 2. Special Ed Participation	
Primary Disability	2	Special Ed IEP	Special Ed Participation	
Incident Identifier	10	Discipline	Discipline Action	
Incident Date	8	Discipline	Discipline Action	
Behavior Type	2	Discipline	Discipline Action	Current data field in Discipline Action file but new to this snapshot
Discipline Action Identifier	10	Discipline	Discipline Action	
Discipline Date	8	Discipline	Discipline Action	
Discipline Action Type	2	Discipline	Discipline Action	
Received Education Services During Expulsion	1	Discipline	Discipline Action	Yes -1 or No - 0
Type of Suspension/Expulsion	2	Internal Flag	Discipline Action	<b>Internal Flag</b> – calculated value based on Discipline Action Type and Received Services During Expulsion, see criteria below
Discipline Action Length	4	Discipline	Discipline Action	
Special Education Removal Type	2	Discipline	Discipline Action	
Special Education Removal Reason	2	Discipline	Discipline Action	
Date of Entry to Special Education	8	Special Ed IEP	Special Ed Participation	
Date of Exit from Special Education	8	Special Ed IEP	Special Ed Participation	

### Internal Flag Descriptions:

Internal flags are fields in the snapshot that are derived from values reported in multiple data fields. Also known as calculated fields.

### Student’s Federal Race:

The single category used in the snapshot to classify the student’s federally designated race. This designation is based on the race and ethnicity reported by the district.

Code	Description
01	American Indian or Alaska Native
02	Asian



# 2024-2025 Special Education Discipline Snapshot – File Layout

Code	Description
03	Black or African American
04	Hispanic or Latino
05	White
06	Native Hawaiian or Other Pacific Islander
07	Two or More Races

- If Student’s Ethnicity: Hispanic/Latino = ‘1’ then Student’s Federal Race = ‘04’
- If Student’s Ethnicity: Hispanic/Latino = ‘0’ and only one of the following fields = ‘1’, use the below logic to set Student’s Federal Race
  - If Student’s Race: American Indian = ‘1’ then Student’s Federal Race = ‘01’
  - If Student’s Race: Asian = ‘1’ then Student’s Federal Race = ‘02’
  - If Student’s Race: Black = ‘1’ then Student’s Federal Race = ‘03’
  - If Student’s Race: White = ‘1’ then Student’s Federal Race = ‘05’
  - If Student’s Race: Native Hawaiian = ‘1’ then Student’s Federal Race = ‘06’
- If Student’s Ethnicity: Hispanic/Latino = ‘0’ then Student’s Federal Race = ‘07’ when more than one of the following fields = ‘1’
  - Student’s Race: American Indian
  - Student’s Race: Asian
  - Student’s Race: Black
  - Student’s Race: White
  - Student’s Race: Native Hawaiian

## ELL – English Learner Status

The English Learner (ELL) status for the student record. If the student’s Language Background is not ‘eng’ and Language Proficiency = 1, 2, 6, or 7 (NEP, LEP, FEP Monitor Year 1, or FEP Monitor Year 2) then the ELL status is ‘1’ (Yes). Students with Language Proficiency = 0, 4, 5, 8, 9 (N/A, PHLOTE, FELL, FEP Exit Year 1, or FEP Exit Year 2) are indicated as ‘0’ (No)

AND School Year = Current School Year AND District Code = District Code in Snapshot

Code	Description
0	No
1	Yes

## Type of Suspension/Expulsion:

- If Discipline Action Type = ‘11’ then ‘01’ = In-School Suspension
- If Discipline Action Type = ‘12’ then ‘02’ = Out-of-School Suspension
- If Discipline Action Type = ‘13’ and Received Services During Expulsion = ‘1’ Yes, then ‘03’ = Expulsion With Services
- If Discipline Action Type = ‘13’ and Received Services During Expulsion = ‘0’ No, then ‘04’ = Expulsion Without Services



## 2024-2025 Special Education Discipline Snapshot – File Layout

### Document Changes:

Date	Interchange File Affected	Description of Change	Reason for Change	Fields Affected
2024-2025	Discipline Action	Add Behavior Type field to Sped Discipline Snapshot (already included in Student Discipline Snapshot)	Including Behavior Type in the snapshot for information purposes and use of the data	Behavior Type
2023-2024	No changes			
2022-2023	No changes			
2021-2022	No changes			
2020-2021	No changes			
2019-2020	No changes			
2018-2019	No changes			
2017-2018	ELL calculation changed			See ELL description
2016-2017	No changes			
2015-2016	No changes			
2014-2015	Discipline Action	Added Special Education Program Code and Incident Identifier		Special Education Program Code and Incident Identifier