

Iowa State Reporting Guide

PowerSchool
Student Information System



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This edition applies to Release 5.2.0.5 of the PowerSchool software and to all subsequent releases and modifications until otherwise indicated in new editions or updates.

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Introduction

Customize the following PowerSchool Student Information System (SIS) features for your school before you generate any state reports. These features are required to properly execute the reports. Many of the items are specific to your state and may require fields to be pre-populated with the state-specific options as described in the “Additional Information” column in the table below. Some of these items are configured during PowerSchool implementation. Information in PowerSchool’s online help system, PowerSchool Help, is also available to assist with the setup of these items.

Setup

Setup Elements for District

Set up the district level elements listed below before generating any state reports.

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
District of Residence	Start Page > District Setup > District of Residence	Valid district codes are assigned by the state. Refer to the Iowa Department of Education website for this information.	[Gen]Name [Gen]Value	4	IA_StateIDRequestFile
Ethnicity Code	Start Page > District Setup > Ethnicity Codes > Edit Ethnicity Code	Enter Ethnicity Codes as defined by the state. See Codes for District Elements > Ethnicity Codes .	[Gen]Name [Gen]Value	N/A	IA_StateIDRequestFile IA_DataSubmissionFile IA_DataTransferFile
Entry Code	Start Page > District Setup > Entry Codes > Edit Entry Code	Enter Entry Codes as defined by the state. See Codes for District Elements > Entry Codes .	[Gen]Name [Gen]ValueT	N/A	IA_DataSubmissionFile
Exit Code	Start Page > District Setup > Exit Codes > Edit Exit Code	Enter Exit Codes as defined by the state. See Codes for District Elements > Exit Codes .	[Gen]Name [Gen]ValueT	N/A	IA_DataSubmissionFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
District Name	Start Page > District Setup > District Information	For more information, see PowerSchool Online Help.	[Prefs]District_Name	N/A	All
District Number	Start Page > District Setup > District Information	Valid district codes are assigned by the state. Refer to the Iowa Department of Education website for this information.	[Prefs]District_Number [ReEnrollments]DistrictNumber	4	All
Grades (School)	Start Page > District Setup > Schools/School Info > New School	Enter the Grade Level range of the school. For more information, see PowerSchool Online Help.	[Schools]Low_Grade [Schools]High_Grade	N/A	All
School Name	Start Page > District Setup > Schools/School Info > New School	For more information, see PowerSchool Online Help.	[Schools]Name	60	All
School Number	Start Page > District Setup > Schools/School Info > New School	Valid school ids/numbers are assigned by the state. Refer to the Iowa Department of Education website for this information.	[Schools]School_Number	4	All
Discipline Weapon Type	Start Page > District Setup > Log Entry Fields > Discipline_WeaponType	Set the Input Type as Popup Menu. Enter the valid weapon types required by the state as shown	[Gen]Value2	N/A	IA_DataSubmissionFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
		<p>below.</p> <p>H; (H) Handgun</p> <p>R; (R) Rifle or shotgun</p> <p>F; (F) Other firearm</p> <p>K; (K) Knife</p> <p>B; (B) Bomb</p> <p>L; (L) Look alike or fake weapon</p> <p>O; (O) Other weapon not listed</p> <p>N; (N) Not Applicable</p>			
Alternate School Number	Start Page > District Setup > Schools/School Info > New School	<p>If the School Number previously defined is not a valid school ids/numbers designated by the state, the Alternate School Number can be set to the valid school ids/numbers. This will get used for state reporting if set.</p> <p>Refer to the Iowa Department of Education website for this information.</p>	[Schools]Alternate_School_Number	4	All

Codes for District Elements

Entry Codes

The following entry codes must be defined for the district. These are defined in **District Setup > Entry Codes**. The descriptions are only recommendation and may be altered as needed.

Entry Code	Description
1	Enrolled
2	Open-Enrolled In
3	Tuition-In Parent Paid
4	Tuition-In District Paid
5	Whole Grade Sharing In
6	CPI Dual-Enrolled
7	CPI Home-School Assistance
8	Non-Public Shared Time
9	CPI Dual-Enrolled and CPI Home-School Assistance
10	Tuition-In Non-Resident Out of State
11	Foreign Exchange Student
12	Open Enrolled In and CPI Dual Enrolled
13	Open Enrolled In and CPI Home-School Assistance
14	Open-enrolled In and CPI Dual-Enrolled

Entry Code	Description
	and CPI Home-School Assistance
15	Tuitioned-In State Paid
16	Public Shared Time
17	Open-Enrolled In and Foreign Exchange Student
18	Within-District Part-time
19	Foreign Student on Visa
20	Non-enrolled
21	Tuitioned-In and CPI Dual Enrolled
22	Tuitioned-In and CPI Home-School Assistance
23	Tuitioned-In CPI Dual enrolled and CPI Home-School Assistance
27	Whole Grade Sharing and CPI Dual Enrolled
28	Whole Grade Sharing and CPI Home-School Assistance
29	Whole Grade Sharing and CPI Dual Enrolled and CPI Home-School Assistance

Exit Codes

The following exit codes must be defined for the district. These are defined in **District Setup > Exit Codes**. The descriptions are only recommendation and may be altered as needed.

Exit Code	Description
1	Transferred
2	Open-Enrolled Out
3	Tuitioned-Out District Paid
4	Dropout
5	Expelled
6	Reached Maximum Age
7	Deceased
8	Graduated from High School
9	Illness
10	Whole Grade Sharing Out
11	Tuitioned-Out Parent Paid
13	No Show
14	End or Change Enrollment
27	Interim Placement

Ethnicity Codes

The following ethnicity codes must be defined for the district. These are defined in **District Setup > Ethnicity Codes**.

Ethnicity Code	Description
W	White, not of Hispanic Origin
B	Black, not of Hispanic Origin
A	Asian or Pacific Islander
H	Hispanic
I	American Indian or Alaskan Native

Grade Scales

The following grade scales are the most commonly used and should be defined for the district. These are defined in **District Setup > Grade Scales**.

Name	Grade Scale											
	4.0	3.7	3.3	3.0	2.7	2.3	2.0	1.7	1.3	1.0	0.7	0.0
01	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	F
02	A+, A	A-	B+	B	B-	C+	C	C-	D+	D	D-	F

Setup Elements for Schools

Set up the school level elements listed below before generating any state reports.

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
Alternate Course Number	Start Page > School Setup >	The Alternate Course Number is used as the NCES Course	[Courses]alt_course_number	13	IA_DataSubmissionFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
NCES Course Code	Courses > Selected Course	<p>Code for Iowa state reports. This field appears twice in the Course edit page: at the top of the page labeled Alternate Course Number and below the page in the Iowa State Report Information as NCES Course Code.</p> <p>Enter the National Center for Education Statistics (NCES) course code.</p> <p>The NCES course code is a 13 digit number made up of the following components:</p> <p>Subject Area (2 bytes) Course Title (2 bytes) Level (1 byte) Units (3 bytes) Sequence Term (1 byte) Sequence Year (1 byte) Subject Field 1 (1 byte) Subject Field 2 (1 byte) Subject Field 3 (1 byte)</p>			IA_DataTransferFile
Course Name	Start Page > School Setup > Courses > Selected Course	<p>Enter the Course Name.</p> <p>For more information, see PowerSchool Online Help.</p>	[Courses]Course_Name	40	IA_DataSubmissionFile IA_DataTransferFile
Course Number	Start Page > School Setup > Courses > Selected Course	<p>Enter the Course Number.</p> <p>For more information, see PowerSchool Online Help.</p>	[Courses]Course_Number	N/A	IA_DataSubmissionFile IA_DataTransferFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
Accreditation Program Area	Start Page > School Setup > Courses > Selected Course	<p>Select the accreditation program from the pop-up menu. The possible values are:</p> <ul style="list-style-type: none"> (1) English/Language Arts (2) Fine Arts (3) Foreign Language (4) Health (5) Mathematics (6) Physical Education (7) Science (8) Social Studies (9) Vocational (0) Other 	[Courses]IA_AccreditationProgramArea	N/A	IA_DataSubmissionFile IA_DataTransferFile
Credit Type (Iowa State Report Information)	Start Page > School Setup > Courses > Selected Course	<p>There are two Credit Type fields in the Course Edit page. The generic PowerSchool Credit Type appears at the top of the page. The Iowa State Report specific Credit Type appears in the bottom of the page in the section Iowa State Report Information.</p> <p>Select the Iowa State Report Information Credit Type from the pop-up menu. The possible values are:</p> <ul style="list-style-type: none"> (A) Adult Credits (C) Continuing Education Unit (G) Carnegie Units (N) No Credit (Q) Quarter Hour Credit 	[Courses]IA_CreditType	1	IA_DataTransferFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
		(S) Semester Hour Credit (U) Units (X) Other Type of Credit			
Institution Providing Course	Start Page > School Setup > Courses > Selected Course	Select the IPEDS institution providing the course. The possible values are: (152822) AIB COLLEGE OF BUSINESS (DES MOINES) (154022) ASHFORD UNIVERSITY (CLINTON) (152992) BRIAR CLIFF UNIVERSITY (SIOUX CITY) (153001) BUENA VISTA UNIVERSITY (STORM LAKE) (153108) CENTRAL COLLEGE (PELLA) (153126) CLARKE COLLEGE (DUBUQUE) (153144) COE COLLEGE (CEDAR RAPIDS) (153162) CORNELL COLLEGE (Mount Vernon) (153214) DES MOINES AREA COMMUNITY COLLEGE (ANKENY) (153250) DORDT COLLEGE (SIOUX CENTER) (153269) DRAKE UNIVERSITY	[Courses]IA_PSEOAProvider	N/A	IA_DataSubmissionFile IA_DataTransferFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
		(DES MOINES) (153311) EASTERN IOWA COMMUNITY COLLEGE DISTRICT (Davenport) (153296) ELLSWORTH COMMUNITY COLLEGE (IOWA FALLS) (153302) EMMAUS BIBLE COLLEGE (DUBUQUE) (153320) FAITH BAPTIST BIBLE COLLEGE AND THEOLOGICAL SEMINARY (ANKENY) (153366) GRACELAND UNIVERSITY-LAMONI (Lamoni) (153375) GRAND VIEW COLLEGE (DES MOINES) (153384) GRINNELL COLLEGE (GRINNELL) (153445) HAWKEYE COMMUNITY COLLEGE (WATERLOO) (153472) INDIAN HILLS COMMUNITY COLLEGE (OTTUMWA) (153524) IOWA CENTRAL COMMUNITY COLLEGE (FT DODGE) (153533) IOWA LAKES			

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
		COMMUNITY COLLEGE (ESTHERVILLE) (153603) IOWA STATE UNIVERSITY (AMES) (153621) IOWA WESLEYAN COLLEGE (Mount Pleasant) (153630) IOWA WESTERN COMMUNITY COLLEGE (COUNCIL BLUFFS) (153737) KIRKWOOD COMMUNITY COLLEGE (CEDAR RAPIDS) (153825) LORAS COLLEGE (DUBUQUE) (153834) LUTHER COLLEGE (Decorah) (153861) MAHARISHI UNIVERSITY OF MANAGEMENT (FAIRFIELD) (153922) MARSHALLTOWN COMMUNITY COLLEGE (MARSHALLTOWN) (154004) MORNINGSIDE COLLEGE (SIOUX CITY) (154013) MOUNT MERCY COLLEGE (CEDAR RAPIDS) (154059) NORTH IOWA AREA COMMUNITY COLLEGE (MASON)			

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
		CITY) (154110) NORTHEAST IOWA COMMUNITY COLLEGE-CALMAR (CALMAR) (154129) NORTHWEST IOWA COMMUNITY COLLEGE (SHELDON) (154101) NORTHWESTERN COLLEGE (ORANGE CITY) (154235) SAINT AMBROSE UNIVERSITY (DAVENPORT) (154350) SIMPSON COLLEGE (INDIANOLA) (154378) SOUTHEASTERN COMMUNITY COLLEGE (WEST BURLINGTON) (154396) SOUTHWESTERN COMMUNITY COLLEGE (CRESTON) (153278) UNIVERSITY OF DUBUQUE (DUBUQUE) (153658) UNIVERSITY OF IOWA (IOWA CITY) (154095) UNIVERSITY OF NORTHERN IOWA (CEDAR FALLS) (154493) UPPER IOWA UNIVERSITY (FAYETTE)			

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
		(154518) WALDORF COLLEGE (FOREST CITY) (154527) WARTBURG COLLEGE (WAVERLY) (154572) WESTERN IOWA TECH COMMUNITY COLLEGE (SIOUX CITY) (154590) WILLIAM PENN UNIVERSITY (OSKALOOSA) (999999) Other			
Type of Course	Start Page > School Setup > Courses > Selected Course	Select the type of course. The possible values are: (1) Local District Course (2) Postsecondary Enrollment Option (3) 28E Agreement for Dual Cred Comm College (4) 28E Agree for HS Cred Comm College (5) 28E Agreement for HS Cred another district (6) IA Learning Online (7) Iowa Online AP Academy (8) Other	[Courses]IA_CourseType	1	IA_DataSubmissionFile
SCED Course Code	Start Page > School Setup > Courses >	For Grades 9-12 only.	[Courses]IA_SCED_Course_Code	11 or	IA_DataSubmissionFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
	Selected Course			single 0	
Attendance Code	Start Page > School Setup > Attendance Codes > Edit Attendance Codes	Enter attendance codes as defined by the state.	[Gen]Name [Gen]Value	N/A	IA_DataSubmissionFile
Alternate School Number	Start Page > District Setup > Schools/School Setup	Enter the Alternate School Number	[Schools]Alternate_School_Number	4	IA_DataSubmissionFile

Setup Elements for Students

Set up the student level elements listed below before generating any state reports.

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
Length of Removal	Start Page > Student Selection > Log Entries	Enter the length of removal in days in the Duration Assigned field.	[Log]Discipline_Duration Assigned	3	IA_DataSubmissionFile
Reason for Removal	Start Page > Student Selection > Log Entries	Select the reason for removal from the popup menu: (D) Drug related (H) Physical fighting with injury (I) Other violent behavior with	[Log]IA_ReasonForRemoval	1	IA_DataSubmissionFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
		injury (L) Alcohol related (O) Tobacco Related (W) Weapon related (A) Judge, court action, or hearing officer determination (P) Physical fighting without injury (T) Attendance policy violation (R) Disruptive Behavior (Y) Property related (V) Other violent behavior without injury (N) Other			
Removal Type	Start Page > Student Selection > Log Entries	Select the removal type from the popup menu. The possible values are: (S) Suspension (E) Expulsion (F) Expulsion following a suspension for the same incident (N) In-school suspension	[Log]IA_RemovalType	1	IA_DataSubmissionFile
Date of Removal	Start Page > Student Selection > Log Entries	Enter the Date of Removal in the Action Date field.	[Log]Discipline_ActionDate	1	IA_DataSubmissionFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
Weapon Type	Start Page > Student Selection > Log Entries	Select the weapon type if the Reason for Removal is set to (W) Weapon Related. Customize the dropdown listbox by going to District Setup > Log Entry Fields > Discipline_WeaponType	[Log]Discipline_WeaponType	1	IA_DataSubmissionFile
Serious Bodily Injury Indicator	Start Page > Student Selection > Log Entries	Select Yes if there was serious bodily injury. (N) No (Y) Yes	[Log]IA_SeriousBodilyInjury	1	IA_DataSubmissionFile
Unsafe School Choice Offense	Start Page > Student Selection > Log Entries	Was the offense a School Choice Option offense? (Y) Yes (N) No	[Log]IA_UnsafesclchOffense	1	IA_DataSubmissionFile
Earned Credit Hours	Start Page > System Administrator > Permanently Store Grades Start Page > Student Selection > Historical Grades	The earned credit hours are normally calculated using the Permanently Store Grades function. However it can be manually overridden in the Historical Grades page for each student. Enter the Earned Credit Hours.	[StoredGrades]EarnedCrHrs	10	IA_DataTransferFile
Exclude from GPA Calculation	Start Page > System Administrator > Permanently Store	The exclude from GPA is normally calculated using the Permanently Store Grades function. However it can be manually overridden in the	[StoredGrades]ExcludeFromGPA	1	IA_DataTransferFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
	Grades Start Page > Student Selection > Historical Grades	Historical Grades page for each student. Specify if the course credit should be included or excluded from GPA calculations. (0) Include (1) Exclude			
Course Grade	Start Page > System Administrator > Permanently Store Grades Start Page > Student Selection > Historical Grades	Enter the Course Grade. The course grade is normally calculated using the Permanently Store Grades function. However it can be manually overridden in the Historical Grades page for each student.	[StoredGrades]Grade	10	IA_DataTransferFile
Potential Credit Hours	Start Page > System Administrator > Permanently Store Grades Start Page > Student Selection > Historical Grades	Enter the Potential Credit Hours. The potential credit hours are normally calculated using the Permanently Store Grades function. However it can be manually overridden in the Historical Grades page for each student.	[StoredGrades]Potential CrHrs	10	IA_DataTransferFile
ACT Composite	Start Page > Student Selection > District Specific Start Page >	Enter the student's ACT Composite score. There are two places in PowerSchool where the ACT	[Students]ACT_composite [StudentsTestScore]Num Score	2	IA_DataSubmissionFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
	Student Selection > Test Scores	<p>Composite score can be entered for a student: in the District Specific page and in the Test Scores page.</p> <p>If entering the ACT Composite through the Student Test Scores the following must be set:</p> <p>[Test]Name=ACT</p> <p>[TestScore]Name=Composite</p> <p>The report will choose the highest ACT Composite score that can be found in either location.</p>			
Allergies	Start Page > Student Selection > Emergency/Medical	Enter the student's allergies.	[Students]Allergies	25	IA_DataTransferFile
City	Start Page > Student Selection > Demographics Modify	Enter the student's address city.	[Students]City	14	IA_DataTransferFile
Date Entered U.S.	Start Page > Student Selection > State/Province – IN > Country of Birth Start Page >	Enter the date of entry of the student into the US. This is a mandatory field if a country of birth other than the US is specified.	[Students]dateOfEntryIn toUSA	N/A	IA_DataSubmissionFile IA_DataTransferFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
	Student Selection > Other Information				
Entry Date into District	Start Page > Student Selection > Modify Information	Enter the date the student entered into the school district.	[Students]DistrictEntryDate	N/A	IA_DataSubmissionFile IA_DataTransferFile
Resident County	Start Page > Student Selection > State/Province - IA > Fall/Spring Submission	State assigned code of the county in which he/she resides. 01 Adair 02 Adams 03 Allamakee 04 Appanoose 05 Audubon 06 Benton 07 Black Hawk 08 Boone 09 Bremer 10 Buchanan 11 Buena Vista 12 Butler 13 Calhoun 14 Carroll 15 Cass	[Students]IA_ResidentCounty	2	IA_DataSubmissionFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
		16 Cedar			
		17 Cerro Gordo			
		18 Cherokee			
		19 Chickasaw			
		20 Clarke			
		21 Clay			
		22 Clayton			
		23 Clinton			
		24 Crawford			
		25 Dallas			
		26 Davis			
		27 Decatur			
		28 Delaware			
		29 Des Moines			
		30 Dickinson			
		31 Dubuque			
		32 Emmet			
		33 Fayette			
		34 Floyd			
		35 Franklin			
		36 Freemont			
		37 Greene			
		38 Grundy			

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
		39 Guthrie			
		40 Hamilton			
		41 Hancock			
		42 Hardin			
		43 Harrison			
		44 Henry			
		45 Howard			
		46 Humboldt			
		47 Ida			
		48 Iowa			
		49 Jackson			
		50 Jasper			
		51 Jefferson			
		52 Johnson			
		53 Johnson			
		54 Keokuk			
		55 Kossuth			
		56 Lee			
		57 Linn			
		58 Louisa			
		59 Lucas			
		60 Lyon			
		61 Madison			

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
		62 Mahaska			
		63 Marion			
		64 Marshall			
		65 Mills			
		66 Mitchell			
		67 Monona			
		68 Monroe			
		69 Montgomery			
		70 Muscatine			
		71 O'Brien			
		72 Osceola			
		73 Page			
		74 Palo Alto			
		75 Plymouth			
		76 Pocahontas			
		77 Polk			
		78 Pottawattamie			
		79 Poweshiek			
		80 Ringgold			
		81 Sac			
		82 Scott			
		83 Shelby			
		84 Sioux			

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
		85 Story 86 Tama 87 Taylor 88 Union 89 Van Buren 90 Wapello 91 Warren 92 Washington 93 Wayne 94 Webster 95 Winnebago 96 Winneshiek 97 Woodbury 98 Worth 99 Wright 00 Non-Iowa			
Foster Care	Start Page > Student Selection > State/Province - IA > Fall/Spring Submission	Is the student in foster care? Y = Yes N = No	[Students]IA_FosterCare	1	IA_DataSubmissionFile
Activity Participation	Start Page > Student Selection > State/Province - IA > Fall/Spring	Did the student participate in school sponsored activities at any time during the year?	[Students]IA_ActivityParticipation	1	IA_DataSubmissionFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
	Submission	Y = Yes N = No			
At-Risk	Start Page > Student Selection > State/Province - IA > Fall/Spring Submission	Select At-Risk options.	[Students]IA_AtRisk		IA_DataSubmissionFile
IA_FTE	Start Page > Student Selection > State/Province - IA > Fall/Spring Submission	The Full Time Equivalent that a student attends a particular school.	[Students]IA_FTE	4	IA_DataSubmissionFile
Destination Code	Start Page > Student Selection > State/Province - IA > Fall/Spring Submission	1 = Iowa Public District 2 = Iowa Accredited Nonpublic School 3 = Community College Program 4 = AEA Program 5 = AEA School 6 = DHS Program or Board of Regents School 7 = Private Institution with Contract 8 = Out-of-State 9 = Out-of-Country 10 = Home School / Non-	[Students]IA_DestCode	1-2	IA_DataSubmissionFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
		Accredited School 11 = Incarcerated 12 = Other 13 = Unknown 0 = Not Applicable			
Destination Location	Start Page > Student Selection > State/Province - IA > Fall/Spring Submission	Iowa Destination Location of Institution Required if Destination Code = 1, 2, 3, 5, 6, or 8.	[Students]IA_DestLoc	8	IA_DataSubmissionFile
Receiving Educational Services	Start Page > Student Selection > State/Province - IA > Fall/Spring Submission	Select if the exited expelled or ill student is receiving educational services from the district. The possible values are: (0) Not Applicable (1) Yes (2) No	[Students]IA_RcvEduServices	1	IA_DataSubmissionFile
District of Residence	Start Page > Student Selection > Transfer Info > Selected Enrollment	Select the District of Residence for the selected student.	[Students]DistrictOfResidence	N/A	IA_StateIDRequestFile IA_DataSubmissionFile IA_DataTransferFile
Diploma Type	Start Page > Student Selection > State/Province - IA > Fall/Spring	Select the type of diploma the student will receive at graduation. The possible	[Students]DiplomaCat	1	IA_DataSubmissionFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
	Submission	values are: (1) Regular Diploma (2) Other Diploma (3) Other Completer (0) Not applicable			
Post-Graduate Location	Start Page > Student Selection > State/Province - IA > Fall/Spring Submission	Select the post-graduate location. The possible values are: (1) In State (2) Out of State	[Students]PostGradIntLoc	1	IA_DataSubmissionFile
Post-Graduate Intended Educational/Occupational Plans	Start Page > Student Selection > State/Province - IA > Fall/Spring Submission	Select the post-graduate intended educational/plans. The possible values are: (1) 4 year private college (2) 4 year public college (3) Community College (4) 2 Year Private College (5) Other Postsecondary (6) Employment (7) Homemaker (8) Active Military (9) Unknown (0) Not applicable	[Students]PostGradPlan	2	IA_DataSubmissionFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
Reason for Not Completing Assessment	Start Page > Student Selection > State/Province - IA > Fall/Spring Submission	Select the reason for not completing the assessment. The possible values are: (E) Exempt due to parental decision (A) Absent during the testing period (B) Not enrolled in building during testing period (O) Exempt for other reasons (N) Not applicable	[Students]IA_State_Not CompleteReason	1	IA_DataSubmissionFile
Kindergarten Assessment Instrument	Start Page > Student Selection > State/Province - IA > Fall/Spring Submission	Select the kindergarten assessment instrument. The possible values are: (1) Basic Reading Inventory (BRI) (2) Phonetic Awareness Test (PAT) (3) Observation Survey (5) Yopp-Singer Test of Phoneme Segmentation (6) Dynamic Indicators of Basic Early Literacy Skills (DIBELS) (8) Transitional Kindergarten; Not assessed (9) Other	[Students]IA_KG_AssessmentInstrument & [ReEnrollments]IA_KG_AssessmentInstrument	1	IA_DataSubmissionFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
		(0) Not applicable			
Kindergarten Assessment Score	Start Page > Student Selection > State/Province - IA > Fall/Spring Submission	Enter the kindergarten assessment scores for the assessment defined above in Kindergarten Assessment Instrument: first, second and third subtest. Zero is a valid score, do not default these scores to zero.	[Students]IA_KG_AssessmentScore1 & [ReEnrollments]IA_KG_AssessmentScore1 [Students]IA_KG_AssessmentScore2 & [ReEnrollments]IA_KG_AssessmentScore2 [Students]IA_KG_AssessmentScore3 & [ReEnrollments]IA_KG_AssessmentScore3	3	IA_DataSubmissionFile
Title I School Choice Status	Start Page > Student Selection > State/Province - IA > Fall/Spring Submission	Select the Title I school choice status. The possible values are: (1) Applied and changed schools (2) Applied and declined to change schools (3) Applied and was denied (0) Not applicable	[Students]IA_TitleSchoolChoiceStatus	1	IA_DataSubmissionFile
Charter School	Start Page > Student Selection > State/Province - IA > Fall/Spring Submission	Does the student attend a state approved Charter school? Y = Yes N = No	[Students]IA_Charterschool	1	IA_DataSubmissionFile
Preschool	Start Page >	(Y) Yes	[Students]IA_PreschoolIA		IA_DataSubmissionF

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
Attendance Indicator	Student Selection > State/Province - IA > Fall/Spring Submission	(N) No	ttendIndicator & [ReEnrollments]IA_PreschoolAttendIndicator		ile
Preschool Program	Start Page > Student Selection > State/Province - IA > Fall/Spring Submission	(1) Yes (0) No	[Students]IA_Preschool & [ReEnrollments]IA_Preschool		IA_DataSubmissionFile
Preschool Standards	Start Page > Student Selection > State/Province - IA > Fall/Spring Submission	The standards met by the Preschool that the student attends. (1) NAEYC / Headstart (2) QPPS (3) Neither NAEYC / Headstart or QPPS (0) Not applicable	[Students]IA_PreschoolStandards		IA_DataSubmissionFile
Date of Birth	Start Page > Student Selection > Demographics Modify	Enter the selected student's date of birth.	[Students]DOB	N/A	IA_StateIDRequestFile IA_DataSubmissionFile IA_DataTransferFile
Graduation Status	N/A	PowerSchool automatically updates this field whenever the enrollment information for the student is changed.	[Students]Enroll_Status	N/A	IA_DataSubmissionFile IA_DataTransferFile
Entry Code	Start Page >	Select the entry code for the	[Students]EntryCode &	N/A	IA_DataSubmissionFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
	Student Selection > Transfer Info > Edit Current Enrollment	student from the pop-up menu.	[ReEnrollments]EntryCode		ile IA_DataTransferFile IA_BarCodeInputFile
Entry Date	Start Page > Student Selection > Transfer Info > Edit Current Enrollment	Enter the student's entry date into the selected school.	[Students]EntryDate & [ReEnrollments]EntryDate	N/A	IA_DataSubmissionFile IA_DataTransferFile
Ethnicity	Start Page > Student Selection > Demographics Modify	Choose the ethnicity of the selected student from the pop-up menu.	[Students]Ethnicity	N/A	IA_DataSubmissionFile IA_StateIDRequestFile IA_DataTransferFile
Exit Code	Start Page > Student Selection > Transfer Info > Edit Current Enrollment	Select the exit code for the student from the pop-up menu.	[Students]ExitCode & [ReEnrollments]ExitCode	N/A	IA_DataSubmissionFile IA_DataTransferFile
Exit Date	Start Page > Student Selection > Transfer Info > Edit Current Enrollment	Enter the student's exit date from the selected school.	[Students]ExitDate & [ReEnrollments]ExitDate	N/A	IA_DataSubmissionFile IA_DataTransferFile
First Name	Start Page > Functions > Enroll New Student	For more information, see PowerSchool Online Help.	[Students]First_Name	N/A	IA_StateIDRequestFile IA_DataSubmissionFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
					IA_DataTransferFile
Gender	Start Page > Student Selection > General Demographics	Select the student's gender from the popup menu. (F) Female (M) Male	[Students]Gender	N/A	IA_StateIDRequestFile IA_DataSubmissionFile IA_DataTransferFile
Grade Level (Student)	Start Page > Special Functions > Enroll New Student	Enter the student's grade level during the enrollment process. To edit a student's grade level, navigate to the Transfer Info page. For more information, see PowerSchool Online Help.	[Students]Grade_Level [ReEnrollments]Grade_Level	N/A	IA_StateIDRequestFile IA_DataTransferFile IA_BarCodeInputFile
Home Phone	Start Page > Student Selection > Demographics Modify	Enter the student's home phone number.	[Students]Home_Phone	17	IA_DataTransferFile
Homeless Status	Start Page > Student Selection > State/Province - IA	Select the code indicating how student is considered homeless as defined by federal definitions, indicated by type of primary nighttime residence. The possible values are: (0) Not Homeless (1) Shelters/Transitional Housing (2) Doubled-up (3) Unsheltered (4) Other	[Students]homeless_code	1	IA_DataSubmissionFile IA_DataTransferFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
		(5) Unknown (6) Hotel/Motel If not selected, this will default to 0 when the reports are generated.			
Section 504 Indicator	Start Page > Student Selection > State/Province - IA	Specify if the student had a 504 plan during the current school year? (N) No (Y) Yes If not specified, this will default to N when the reports are generated.	[Students]IA_504 & [ReEnrollments]IA_504	N/A	IA_DataSubmissionFile IA_DataTransferFile
Resident District	Start Page > Student Selection > State/Province - IA	State assigned ID of the district where the parents, custodial parent, or guardian resides. (9004) Illinois (9006) Kansas (9002) Minnesota (9005) Missouri (9007) Nebraska (9001) South Dakota (9003) Wisconsin (9098) Iowa (9099) Other	[Students]IA_DistrictOfResidence	4	IA_DataSubmissionFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
Attending District	<p>Start Page > Student Selection > State/Province – IA > Fall/Spring Submission</p> <p>Start Page > Student Selection > State/Province – IA > State ID Request</p>	<p>State assigned ID of the district where the student is counted for attendance purposes</p> <p>(9914) Southwestern Community College</p> <p>(9915) Indian Hills Comm College</p> <p>(9916) Southeastern Comm College</p> <p>(9901) Northeast Iowa comm College</p> <p>(9902) North Iowa Area Comm College</p> <p>(9903) Iowa Lakes Comm College</p> <p>(9904) Northwest Iowa Comm College</p> <p>(9905) Iowa Central Comm College</p> <p>(9906) Iowa Valley Comm College District</p> <p>(9907) Hawkeye Comm College</p> <p>(9909) Eastern Iowa Comm College District</p> <p>(9910) Kirkwood Community</p>	[Students]IA_Attending District & [ReEnrollments]IA_AttendingDistrict	4	IA_StateIDRequestFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
		College (9911) Des Moines Area Comm College (9912) Western Iowa Tech Comm College (9913) Iowa Weter Comm College (9201) AEA 1 Keystone AEA (9205) AEA 8 Prairie Lakes AEA (9207) AEA 267 (9209) AEA 9 Mississippi Bend AEA (9210) AEA 10 Grant Wood AEA (9211) AEA 11 Heartland AEA (9212) AEA 412 Northwest AEA (9213) AEA 13 Loess Hills AEA (9214) AEA 14 Green Valley AEA (9215)- AEA 15 Southern Prairie AEA (9216) AEA 16 Great River AEA			
Class/Teacher Name	Start Page > Student Selection > State/Province - IA	Enter the class name where the test will be administered or enter the teacher name that will administer the test.	[Students]IA_ClassTeacherName	20	IA_BarCodeInputFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
ELL Assessment	Start Page > Student Selection > State/Province – IA	Select the assessment instrument used to determine the proficiency level of the student. The possible values are: (1) Language Assessment Scale (2) IDEA Proficiency Test (3) Other	[Students]IA_ELLAssessment & [ReEnrollments]IA_ELLAssessment	1	IA_DataSubmissionFile IA_DataTransferFile
ELL Placement Date	Start Page > Student Selection > State/Province – IA	Enter the most recent date the student was placed in the district's ELL program.	[Students]IA_ELLPlacementDate & [ReEnrollments]IA_ELLPlacementDate	N/A	IA_DataSubmissionFile IA_DataTransferFile
ELL Proficiency Level	Start Page > Student Selection > State/Province – IA	Select the student's level of English proficiency as determined by the ELL Assessment. The possible values are: (1) Non-proficient (2) Limited English (3) Proficient (4) Not applicable	[Students]IA_ELLProficiencyLevel & [ReEnrollments]IA_ELLProficiencyLevel	1	IA_DataSubmissionFile IA_DataTransferFile
ELL Program	Start Page > Student Selection > State/Province – IA	Select the type of ELL Instructional Program the student is assigned to. The possible values are: (1) Bilingual/Dual Language Program (2) Transitional Bilingual	[Students]IA_ELLProgram & [ReEnrollments]IA_ELLProgram	1	IA_DataSubmissionFile IA_DataTransferFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
		(3) Bilingual Heritage Language Preservation (5) Sheltered English Instruction (6) Structured English Immersion Program (7) Other (8) Two Way Immersion Bilingual Program 9) Developmental Bilingual Program (10) Other Bilingual Program (not listed) (11) English as a Second Language Program (SDAIE) (12) Content-based English as a Second Language Program (13) English as a Second Language Pullout Program (0) Not applicable			
ELL Status	Start Page > Student Selection > State/Province – IA	Select the student’s Limited English Proficiency status. The possible values are: (1) Student is in an English Language Instructional Program (2) Identified as ELL but not in program (3) Transitioned (4) Exited (5) Tested and not identified as ELL (0) Not applicable	[Students]IA_ELLStatus & [ReEnrollments]IA_ELLStatus	1	IA_DataSubmissionFile IA_DataTransferFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
Gifted/Talented Indicator	Start Page > Student Selection > State/Province – IA	Specify if the student participates in the gifted\talented program during the school year. (N) No (Y) Yes If not specified, this will default to N when the reports are generated.	[Students]IA_Gifted & [ReEnrollments]IA_Gifted	1	IA_DataSubmissionFile IA_DataTransferFile
IEP Indicator	Start Page > Student Selection > State/Province – IA	Specify if the student was assigned an Individual Education Program (IEP) during the current school year. (N) No (Y) Yes If not specified, this will default to N when the reports are generated.	[Students]IA_IEP & [ReEnrollments]IA_IEP	1	IA_DataSubmissionFile IA_DataTransferFile
Immigrant Indicator	Start Page > Student Selection > State/Province – IA	Specify if the student is considered an immigrant as defined by federal definitions during the current school year. (N) No (Y) Yes If not specified, this will default to N when the reports are generated.	[Students]IA_Immigrant & [ReEnrollments]IA_Immigrant	1	IA_DataSubmissionFile IA_DataTransferFile
Migrant Indicator	Start Page > Student Selection	Specify if the student is considered a migrant as	[Students]IA_Migrant & [ReEnrollments]IA_Migrant	1	IA_DataSubmissionFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
	> State/Province – IA	defined by federal definitions during the current school year. (0) No (1) Yes and in a federally funded program (2) Yes but not in a federally funded program If not specified, this will default to 0 when the reports are generated.	nt		ile IA_DataTransferFile
Title I Targeted Assistance Math Indicator	Start Page > Student Selection > State/Province – IA	Specify if the student part of a Title I Targeted Assistance Math program. (N) No (Y) Yes If not specified, this will default to N when the reports are generated.	[Students]IA_TitleI_TargetedAssistanceMath & [ReEnrollments]IA_TitleI_TargetedAssistanceMath	1	IA_DataSubmissionFile
Title I Targeted Assistance Reading Indicator	Start Page > Student Selection > State/Province – IA	Specify if the student part of a Title I Targeted Assistance Reading program. (N) No (Y) Yes If not specified, this will default to N when the reports are generated.	[Students]IA_TitleI_TargetedAssistanceReading & [ReEnrollments]IA_TitleI_TargetedAssistanceReading	1	IA_DataSubmissionFile
Entry Transfer	Start Page > Student Selection	Specify if the student transferred to a school in the	[Students]IA_EntryTrans	1	IA_DataSubmissionFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
Type	> Transfer Info > Current Enrollment Start Page > Student Selection > Transfer Info > Previous Enrollment	district or out of the district. If not specified, this will default to N when the reports are generated.	ferType		ile
Last Name	Start Page > Functions > Enroll New Student	For more information, see PowerSchool Online Help.	[Students]Last_Name	N/A	IA_StateIDRequestFile IA_DataSubmissionFile
Iowa Lunch Status for current school year	Start Page > Student Selection > Lunch Start Page > Student Selection > State/Province – IA	Select the student's lunch status for Iowa. For the Project EASIER the status will determine the values for the Free Lunch Eligible Status and the Reduced Lunch Eligible Status.	[Students]LunchStatus & [ReEnrollments]LunchStatus	3	IA_DataSubmissionFile NOTE: If setting this field in mass, you also need to set the Free and Reduced lunch indicators where applicable.
Middle Name	Start Page > Functions > Enroll New Student	For more information, see PowerSchool Online Help.	[Students]Middle_Name	N/A	IA_StateIDRequestFile IA_DataSubmissionFile
Postgraduate Location	Start Page > Student Selection > State/Province – IA	Select the student's intended post-graduation location. The possible values are: (1) In State	[Students]PostGradIntLoc	1	IA_DataSubmissionFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
		(2) Out of State (0) Not applicable			
Postgraduate Plans	Start Page > Student Selection > State/Province - IN	Select the student's intended post-graduation plans. The possible values are: (1) 4 year private college (2) 4 year public college (3) Community College (4) 2 Year Private College (5) Other Postsecondary (6) Employment (7) Homemaker (8) Active Military (9) Unknown (0) Not applicable	[Students]PostGradPlan	1	IA_DataSubmissionFile
Primary Language	Start Page > Student Selection > State/Province - IN	Select the primary language of the student.	[Students]primarylanguage	2	IA_DataSubmissionFile
School ID (Students)	N/A	The School ID is automatically assigned to the student during the enrollment process.	[Students]SchoolID	N/A	IA_StateIDRequestFile IA_DataSubmissionFile IA_DataTransferFile
Social Security	Start Page > Student Selection	Enter the Social Security	[Students]SSN	9	IA_StateIDRequestFile

State/PowerSchool Data Element	Page	Additional Information	[Table] Field Name	Length	Used in these Reports
Number	> Demographics Modify	Number.			le
State	Start Page > Student Selection > Demographics Modify	Enter the student's state address.	[Students]State	2	IA_DataTransferFile
Student Number	Start Page > Student Selection > Demographics Modify	Enter the local Student Number.	[Students]Student_Number	9	IA_StateIDRequestFile IA_DataSubmissionFile
Street	Start Page > Student Selection > Demographics Modify	Enter the student's street address.	[Students]Street	30	IA_DataTransferFile
Student State ID	Start Page > Student Selection > State/Province – IA	Enter the state assigned student id. This field is normally populated with the state assigned ID during a batch import process. The file to import is the result of an IA_StateIDRequestFile submission.	[Students]State_Student Number	9	IA_DataSubmissionFile IA_DataTransferFile IA_BarCodeInputFile IA_DataValidation
Zip Code	Start Page > Student Selection > Demographics Modify	Enter the student's zip code.	[Students]Zip	10	IA_DataTransferFile

Reports

IA_StateIDRequestFile

The purpose of this report is to generate a file listing of all students that do not already have a State Student ID. This file is submitted to the state. The state will return the same file with the Student State ID (State Student Number) populated. That file can be imported into PowerSchool using the Quick Import module to load the state assigned student IDs.

Required Data Setup

The data entry page for State ID Request is located in Selected Student > State/Province - IA > State ID Request.

Running the Report

1. If running for a selection, select **The selected # students only**.
2. Select Include Only active students or Both active and inactive students.
3. Click **Submit**.

IA_DataSubmissionFile

The purpose of this report is to generate a data collection file for BEDS, NCLS, PBDMI, and other programs. This report is submitted three times a year (Fall, Winter, and Spring). The Fall submission includes all active students from previous Spring minus the graduates. The Winter submission is High School only for curriculum data. The Spring submission includes inactive and graduated students. This report may be run at district or school level.

Required Data Setup

Data entry for Fall/Spring Submissions are located on the following pages:

- Selected Student > State/Province - IA > Fall/Spring Submission
- Selected Student > Transfer Info > Selected Enrollment
- Selected Student > Log Entries > Selected Log Entry
- School Setup > Courses > Selected Course

Running the Report

1. Enter the Count Date for the report.
2. Click **Submit**.

IA_DataTransferFile

This report is not available for the 2005-2006 school year.

The purpose of this report is to generate a “transcript” file that can be used by colleges and other school districts. The report runs on the current selection of students.

Required Data Setup

1. Define the following state specific codes:
 - District of Residence
 - Entry Codes
 - Exit Codes
 - Ethnicity Codes
 - Grade Scales
2. Enter other state required data for all students to report. State required data is entered in Start Page > Selected Student > State/Province - IA.

Running the Report

1. Verify that the **Current Selection (#)** of students are correct.
2. Click **Submit**.

IA_BarCodeInputFile

The purpose of this report is to generate a file to be sent to the Iowa Testing Program to be fed into the bar code generation system. The report runs on the current selection of students.

Required Data Setup

The data entry page for the Iowa Testing Bar Code Input is located in **Selected Student > State/Province - IA > Iowa Testing Bar Code Input**.

Running the Report

1. Verify the **Current Selection (0)** of students is correct.
2. Click **Submit**.

Report Due Dates

Report Name	Reporting Cycles
IA_StateIDRequestFile	As Needed
IA_DataSubmissionFile	Fall and Spring
IA_DataTransferFile	(Not available yet)
IA_BarCodeInputFile	As Needed

Imports

State ID Request File

The State ID Request File is returned to the districts by the state with the State Student ID column populated with a unique State Student ID per student.

Follow the instructions below to load the State Student IDs into PowerSchool.

1. Make a backup of the import file received from the state.
2. Open the import file using any text editor.
3. Delete the first line in the import file. An example of the first line is provided below:

```
TH 08/24/2004  11:30:55    0608041246
```

4. Save the import file.

Note: Steps 5 through 10 must be repeated for each school in your district which submitted state ID requests.

5. Go to Special Functions > Importing & Exporting > Quick Import.
6. Select/Enter the following on the Quick Import page:
 - Table: Students
 - Field delimiter: Tab
 - End-of-line marker: CR
 - File to import: (use the Browse button to find the import file)
 - Suggest field map: checked

7. Click **Import**. The Import Records from an ASCII Text File page displays.

8. Map the following fields:

Col# 11: Student Number

Col# 14: State_StudentNumber

9. At the bottom of the page, click on the option/radio button "Update the student's record with the information from the file being imported".
10. Click **Submit**. The import process executes.

Note: You may see warning messages explaining that a student does not exist in this school. This is normal since the import file contains students from the entire district but import must be performed for each school separately.

