**MSC Webinar April 25, 2023**

1. Which section is the new data element 50% in? The 50% enrollment flag will be in the next filler field, after the Credit Awarded Flag of the F record.
2. Where are these videos saved for future viewing? The PowerPoint will be posted on the MSC website. Email Dana Ratcliffe at [Dana.Ratcliffe@doe.virginia.gov](mailto:Dana.Ratcliffe@doe.virginia.gov) for a link to the recording.
3. If the student is in one section and is moved to a different period, the student will have 2 sections reported, which section gets the 50% enrollment flag? Both F records will report the same 50% enrollment flag when a student moves from one period to another. The same course is being reported.
4. Is it possible to have a report showing our current MOP list? Also, our approver list (with status). The Contracted MOPs for School Divisions report will list the MOPs selected during the ERA collection. The report is available under the MSC reports. To see the approvers, click the ‘Submit for Local Approvals’ link in the MSC application to view a list of approvers and the status of the approval process.
5. Explain one more time about when to report Summer School records please. Only report summer school courses taken for high school credit or those needed for promotion to the next grade level. Remediation type of summer school classes should not be report on the MSC.
6. For a regional alternative program, students are sent here for minimum time and then leave after suspension is over. How will we report all these students in classes and if they continue when they return to their home school? We serve 8 different divisions. All courses a student is schedule to must be reported on the MSC. Calculate the 50% enrollment flag by the length of time the course offered. If a student is enrolled in a yearlong class for 2 weeks, then the flag reported should be ‘N’. The division will report the flag using the same method. In other words, the regional center and divisions will report the 50% enrollment flag according to the student’s enrollment in the course at that location.
7. So, if a student changed to a different period near the end of the year, we would only report the 50% enrollment flag of N for the new class and not report this field for the first class? When a student moves from one period to another, the 50% enrollment flag should be the same for both records. In this case, both F records should report ‘Y’ since it’s the same course.
8. MSC contact may not have access to ERA information. We won't know there's a problem until submitting a file. Communication is crucial for all state reporting. Communicate ahead of time with the staff member responsible for the ERA collection to assure the correct MOPs are selected. A division’s reporting timeline will be delayed since it takes time for the DOE developers to correct the selection when it’s wrong.
9. For the Fall MSC, if only students/teachers as of 10/01 are reported, would you also then expect to only see Year long and S1 courses in the Fall? Previously, all Courses for the year were expected in the C record... Fall should reflect the teacher and students schedule on Oct 1st. This would include any yearlong, semester 1 & 2 or quarterly course in the student and teacher schedules.
10. Can you define promotion for summer school courses? Moving from MS to HS, or from any grade level to another? Summer promotion includes any grade level. This should be a complete course needed for promotion to the next grade level. Remediation type of classes should not be reported.
11. So, if a middle school student is taking English in summer in order to be promoted, then that course must be reported with a grade? Yes, summer courses for promotion should be reported.
12. For this alternative regional center, we offer classes based on what students may need. So, we may only offer a class for 30 days or so. Will these classes be reported? We have to do everything by hand as we do not have a PowerSchool system to run reports. We serve 8 divisions. Yes, every course in which a student receives 20 or more hours of instruction should be reported on the MSC.
13. For next year, if IPAL is not impacted do we still send private school teacher information. No, divisions should not report private school data starting with the 22-23 EOY MSC. The private schools will report their own MSC data to DOE except for New Community (0701), St. Mary's (1241) and the Auburn School (1251). Divisions are also responsible for reporting students placed in out of state facilities. Divisions will receive a fatal error if the serving school is 600.
14. For the 50% If a student transfers into our Division and has taken Alg 1 in another Division for 50% but only 25% with us, are we to report a Y for 50% since the student has taken the course all year or No since they only took it less than 50% with our Division? Each division will determine if the student was enrolled 50% or more of the time. One division might report ‘Y’ while the other division reports ‘N’.
15. I thought we were supposed to report any teacher that provided at least 20 hours of instruction. This is correct, each division should report teachers that provide 20 or more hours of instruction on the EOY. This includes MOP teachers as well. A division should not report regional center or private school teachers.
16. So, we no longer report Semester 2 classes on the Fall MSC at all, even if they are scheduled? If a student is scheduled to a course, no matter the term, it should be reported. Fall will include yearlong, semester 1 & 2 or quarterly courses if the students schedule reflects the possible enrollment.
17. For the EOY MSC for THIS year... will the private day schools do their own reporting ... or only next year? Private schools will report MSC data directly to DOE starting with the 22-23 EOY collection. Divisions should not report private school data on the EOY unless the student is attending New Community (0701), St. Mary's (1241) and the Auburn School (1251) or an out of state facility.
18. We're not housing Summer School anywhere in PowerSchool - will editing the final grade for the school year course in the file I'm sending VDOE for MSC meet the summer school grade requirement when it's for advancement in grades 6-11? Summer school courses designated as grades 6-12 must have a final grade and credit awarded flag reported. The division must decide the best way to add the data elements to the MSC file being submitted.
19. Is there an updated SCED code list? Yes, the new VA Active SCED List will be posted under the MSC application in SSWS and on the MSC webpage.
20. Where do we find the Summer School Term Code? All valid term codes reported in the C record are listed on page 27 of the Specification for Completing the Master Schedule Collection. The document is posted on the MSC webpage.