

5 Tips For A Successful CALPADS Submission



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What is CALPADS?

- California Longitudinal Pupil Achievement Data System is the state's student information system
- Data collected in CALPADS is used to determine student enrollment trends across the state, monitor EL progress, track statewide attendance trends, etc.
- Schools are to enter student enrollment, demographic, program participation, course enrollment and completion, discipline, certificated staff, and attendance data into the system.
- Data reported in CALPADS are used to determine funding level, support accountability calculations, and offer research dataset to inform policymakers and researchers



Tip #1 - Know The Reporting Periods

Fall 1



Fall 2



EOY

The state requests information to determine the makeup of your student population. This is a student centric reporting period. SpED, EL, Free/Reduced, GATE, Homeless, Military or Migrant family, 504 requirements, race, ethnicity, etc.

The state focuses on the programs that are in place to support the student population that was reported in Fall 1. Teacher assignment and credentials, course offerings, section count, staff work assignments and number of full-time equivalent staff members.

The state wants to determine how many students passed their classes, how often students were absent, assess school safety via suspensions/expulsion events, track internship hours and determine if students are college or career ready.

Tip #2 - Meet With Your Program Managers

Schedule planning meeting with the groups below to identify data requirements throughout the year



Student Demographics and Information: School Site Staff, Office Manager



Student Programs: Dir of Student Services, Principal, Counselor, Dean, Food Service Manager



English Language Acquisition Status: EL Coordinator, School Site



Special Education: Dir of Special Education or Resource Coordinator

Tip #3 - Come Prepared With An Agenda

- **CALPADS Data Type:** _____
- **Program Manager:** _____
- **Key Date:** _____
- **Description of data needed:**

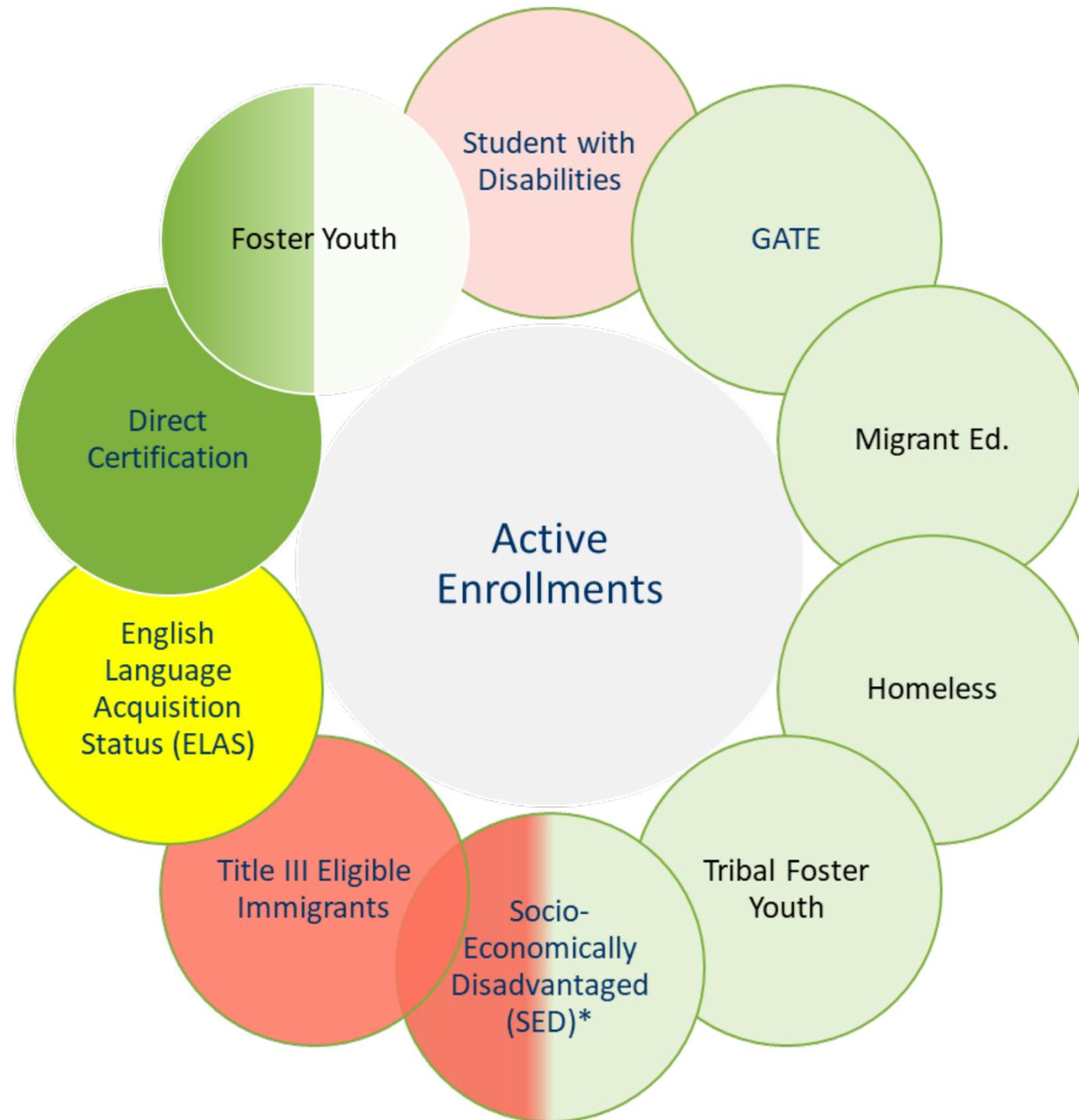
- **Data review process and timeline:**

- **Determine if data entry training is required:** Y/N
- **Schedule recurring check-in meeting:** Monthly, Semimonthly, Weekly
- **Discuss how this data will be used:** Funding or Accountability

Sample Agenda

- **CALPADS Data Type:** Free/ Reduced Income Verification Survey
- **Program Manager:** Mr. Jones
- **Key Date:** Oct 30th, 2023
- **Description of data needed:** Please enter the lunch status (Free/ Reduced) and start date into the SIS. All students enrolled on Census/ Count day must have their lunch status determined by 10/ 30/ 2023.
- **Data review process and timeline discussion:** Mr. Jones shared that properly submitted income verifications will be process within 1 week after submission. He is to update all income thresholds to reflect the 2023-24 federal table and maintain a record keeping system to support program audits. I shared that audit findings may result in a PA CALPADS adjustment and affect the school's LCFF Supplementation and Concentration grant funding levels.
- **Determine if data entry training is required:** No
- **Schedule recurring check -in meeting:** Semimonthly
- **Discuss how this data will be used:** This data affects our schools funding levels, informs our subgroups data and is verified by our auditor

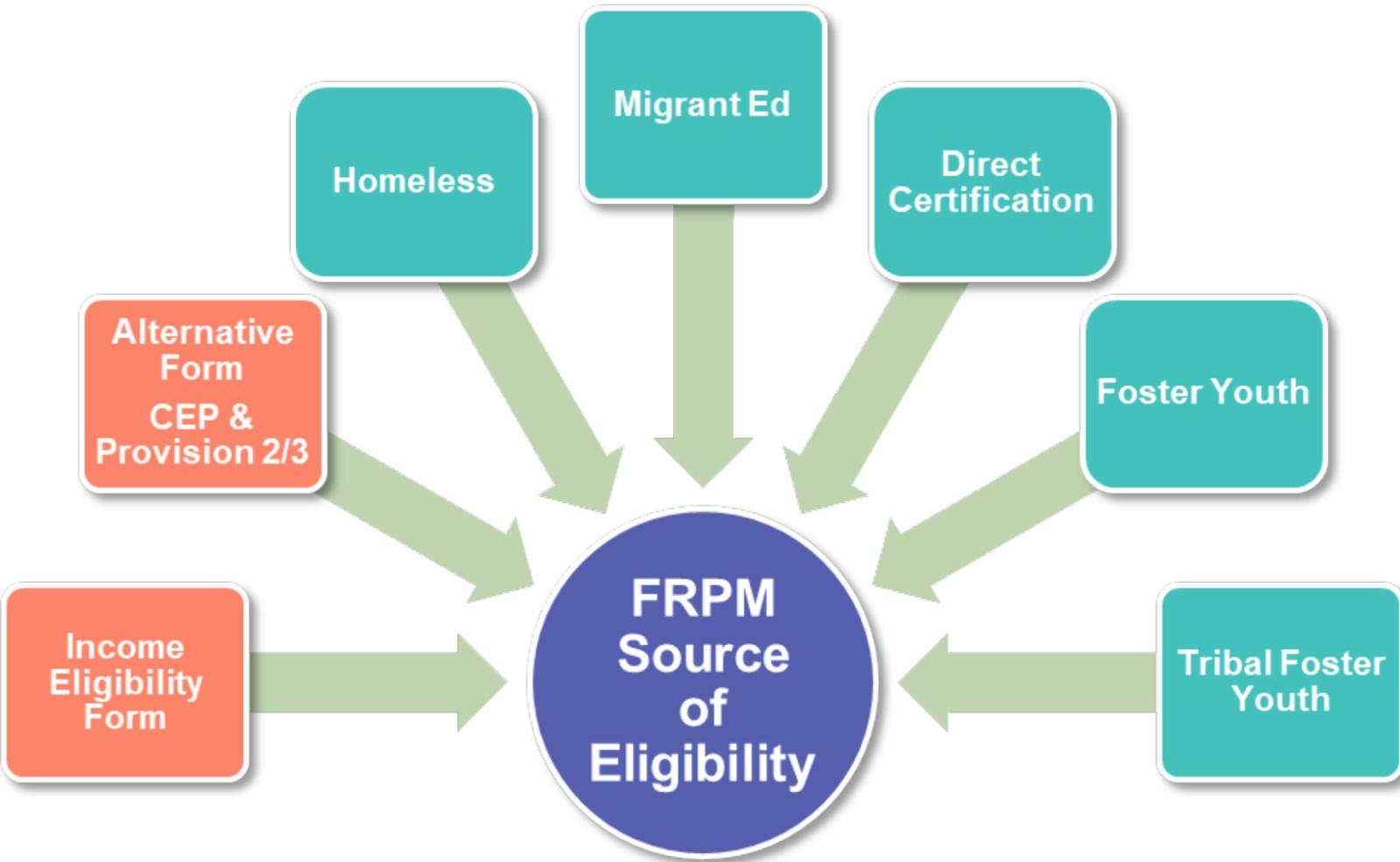
Tip #4 - Define Student Subgroups For Reporting



Data Sources:

- Special Education & Student Services
- Student Program
- Student Information
- Student English Language Acquisition
- CALPADS Weekly/Monthly CDSS Match
- Online Manual Foster Match

Free and Reduced Priced Meal Eligibility



***Any student who qualifies in any of the criteria are entitled to free or reduced price lunch.



Education Program Code :

181 (Free)

182 (Reduced Price)

Program Start Date: Must be in the current academic year for each reporting year. The date an approved NSLP meal application was received*.

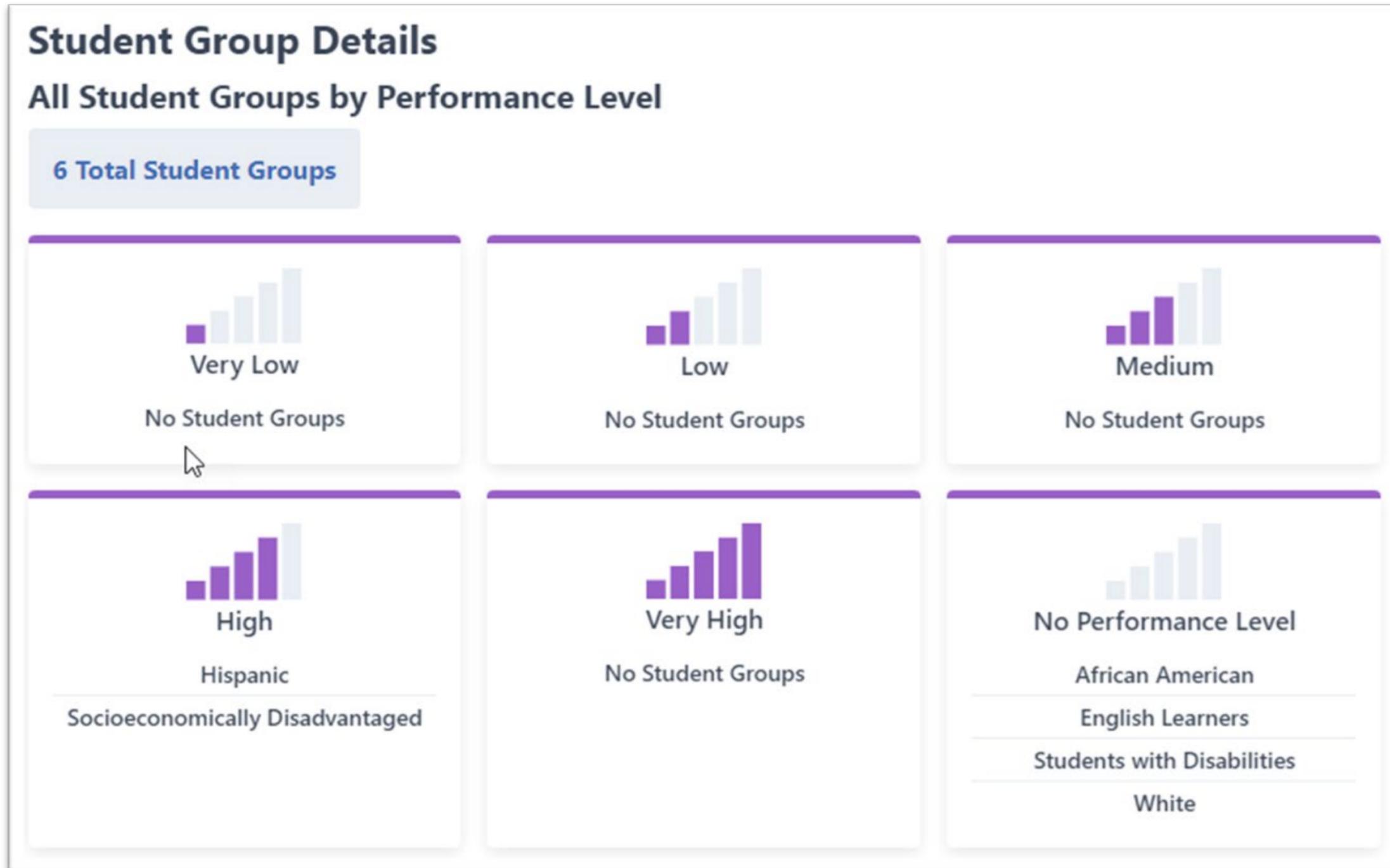
Program End Date: Represents the date that the student exited the school for the academic year**

*NSLP applications received on or before 10/31/2021 will be included in the LCFF Reports.

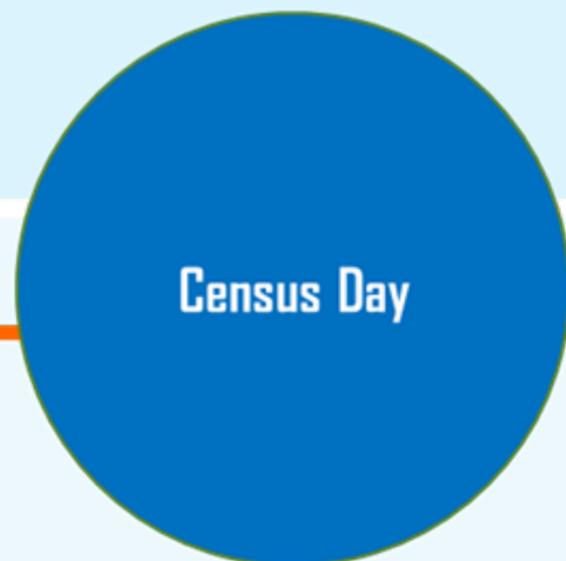
**FRPM records for enrollment records exited with a code other than E150 will be auto -closed by CALPADS.

 **TIP :** FRPM data can be found on report 1.17

CA Dashboard Implication



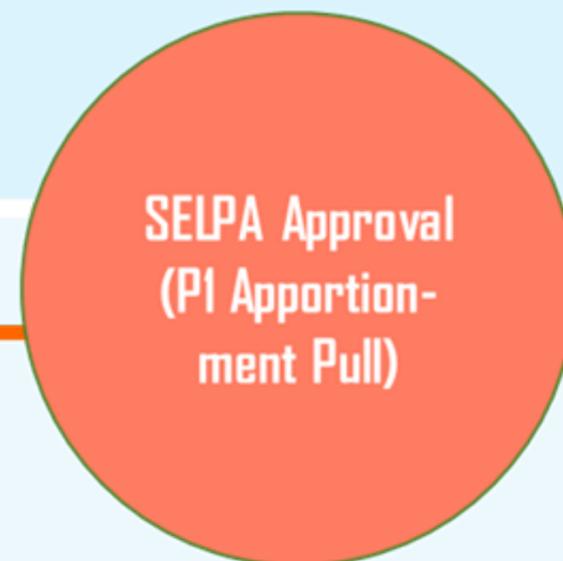
Important Dates



October 4
2023



November 24
2023



December 17
2023



January 28
2024

 **NOTE:** CALPADS Calendar: <http://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp>

Tip #5 - Complete The Checklist



Meeting Calendar



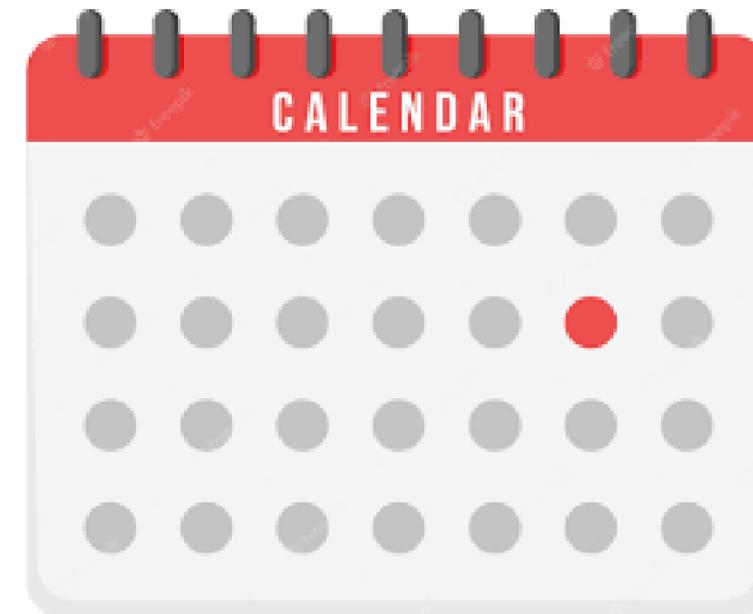
Data Type Inventory



CALPADS Submission Calendar



Training Calendar





**Thank You For
Coming!
Any Questions?**

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