

# Data Validation Rules for the Class Roster Data Collection

This document describes the validation rules for the Class Roster data collection, formerly known as the Teacher-Course-Student (TCS) collection.

**Data Errors - Validation Rules that stop the data from being processed into our data systems. Districts must fix these errors before we will accept the data.**

## Student Validation

The State Assigned Student Identifier (SASID). The student SASID is validated against our Student Master table to ensure that the number is a valid SASID. This check is performed on the value in the SASID column for every row of data in this collection. This is the number that RIDE assigns to all publicly enrolled students in Rhode Island.

## Teacher Validation

Universal Staff Identifier (USID). The teacher's certification ID is validated against the Teacher Master table to ensure that the number is a valid USID. This check is performed on the value in the USID column for every row of data in this collection. This is the number that RIDE assigns to all potential teachers that apply for teaching certificate in the state. All teachers must be certified to teach in Rhode Island.

Teacher's Last Name. In order to ensure that the district reported the correct USID for the teacher, we will match the teacher's last name against the Teacher Master. If the name in the Class Roster collection does not match the teacher's last name as stored in the Teacher Certification system, then we will halt the collection. Our goal is to ensure that the teacher listed in the class roster is in fact the same person listed in the Teacher Certification system.

## District Validation

The state assigned district code. The district code is validated against our District Master table to ensure that the number is a valid district code. This check is performed on the value in the Distcode column for every row of data in this collection. This is the number that RIDE assigns to all districts in Rhode Island.

eRide user. The person from the district that is uploading this data via eRide has a user ID that authenticates that person. This user belongs to a district. This check is performed to make sure that this user is reporting data for the proper district.

## School Validation

The state assigned school code. The school code is validated against our School Master table to ensure that the number is a valid school code. This check is performed on the value in the Schcode

column for every row of data in this collection. This is the number that RIDE assigns to all schools in Rhode Island.

The school/district combination. All public schools in Rhode Island belong to a school district or Local Education Agency (LEA). The school code and district code for each row of data is checked against the School Master table to ensure that the school belongs to the district listed. This check is performed on the values in the Schcode and Distcode columns for every row of data in this collection.

#### Enrollment Validation

Each student reported in the class roster must also be enrolled in the school at the same time. This student must also be reported in our Student Enrollment collection as enrolled in the same school at the same time as listed in the class roster. This check is performed on the values in the SASID, schcode, SECTION\_ENTRY\_DATE and SECTION\_EXIT\_DATE columns for every row of data in this collection. These values are matched against the same columns in the Student Enrollment master table.

#### Data Validation

The number of characters in each column must not exceed the maximum permitted for each column in this collection. These values are listed in our Data Dictionary.

The type of the data in each column must be correct. For example, date columns must contain a valid date values, numeric columns must only contain numbers, etc.. These values are listed in our Data Dictionary.

**Conditional Data Errors - Validation Rules that stop the data from being processed into our data systems if the column contains data. We allow null or blank values, but if data is reported, districts must fix these errors before we will accept the data.**

#### RI Common Course Code

We are in the process of creating a common course code for all of the secondary courses that are taught in Rhode Island. We adopted the Secondary School Course Classification System: School Codes for the Exchange of Data (SCED) published by the US Department of Education. This field is now optional, however If the district does populate this column we will check that the code given is valid. This check is performed on the values in the RI\_Course\_Classification\_Id column, if they are populated, against the Common Course Code Master table.

**Data Warnings - Validation Rules that do NOT stop the data from being processed into our data systems. We present these warning to the user as potential data errors. These are warnings because sometimes they may be valid situations.**

Student Last Name

The student's last name is matched against the Student Master table. If a difference occurs, this warning is presented to the user. They may choose to change the class roster to match the student master record. They may choose to change the student master to match the class roster record, or they may ignore the warning and proceed with the processing of this dataset. This check is performed on the value in the STUDENT LAST NAME column for every row of data in this collection.

For more information about the Class Roster Data Collection please refer to the Data Dictionary on eRide at: <https://www.eride.ri.gov/doc/enrollCensus08.asp>