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Documentation to the Common Core of Data State Nonfiscal Survey of Public Elementary and Secondary Education: School Year 2005–06

Revised File Version 1b

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I. Introduction to the Common Core of Data State Nonfiscal Survey of Public Elementary/Secondary Education: School Year 2005–06 Revised File Version 1b

The most recently released data file for the State Nonfiscal Survey of Public Elementary/Secondary Education provides information about students and staff in public elementary and secondary education for the 2005–06 school year and numbers of high school completers for the prior year. The State Nonfiscal Survey of Public Elementary/Secondary Education is one of the five surveys of the Common Core of Data (CCD) and is conducted annually by the U.S. Department of Education’s National Center for Education Statistics (NCES).

Data for the state nonfiscal survey are provided by state education agencies (SEAs) from their administrative records.¹ NCES and the SEAs work cooperatively to ensure comparability between the data elements requested and reported. Each state’s CCD coordinator (a designated staff person at the SEA) accesses a copy of the state’s nonfiscal survey for the previous year with a request to update the data for NCES.

SEAs obtain the data in their administrative records from local education agencies (LEAs) that operate public schools. Each SEA may edit or examine the individual LEA reports before computing state totals. While SEAs are requested to provide counts as of the school day closest to October 1, the “as of” dates for membership counts may vary slightly from state to state.

NCES began accepting files for the 2005–06 State Nonfiscal Survey of Public Elementary/Secondary Education on March 15, 2006, from SEAs in the 50 states, the District of Columbia, Puerto Rico, the four outlying areas (American Samoa, Guam, the Commonwealth of the Northern Marianas Islands, and the U.S. Virgin Islands), the Bureau of Indian Education, and the Department of Defense dependents school system (overseas and domestic). Data collection ended on December 23, 2006, while editing and imputations continued until April, 2007. NCES edits state submissions, returning for confirmation or correction any items that appear to be out of range in light of previous reports.

This documentation is intended to answer questions users may have about the contents of the CCD state nonfiscal survey data file. In the user’s guide that follows this introduction, the section on “Coverage, Response, and Nonsampling Error” describes responding states and jurisdictions and issues related to state-by-state definitional differences. “Methodology” describes any adjustments that were made to the reported data, and how missing data were imputed. The “List of Imputations and Adjustments” identifies any data item that was adjusted for any state. “Comments for Users of the Data File” discusses item nonresponse, disclosure risk analysis, and data perturbation and suppression, and identifies any cases in which states varied from the CCD standards in reporting data items. “User Guidelines for Processing the State Nonfiscal Survey of Public Elementary/Secondary Education Data File” explains the file version assignment system. Table 1 identifies the two-letter postal abbreviations and the Federal

¹ There is one exception. The number of individuals passing the General Educational Development (GED) test is provided by the GED Testing Service.

Information Processing Standards (FIPS) codes for each state or other jurisdiction reporting in the CCD. The file that is documented in this text contains revised data for the 2005–06 State Nonfiscal file. The revised file replaces version 1a of the 2005–06 file. See section D.4, “Revised file changes” for details on what data fields changed between the two files.

There are three appendixes:

- **Appendix A—Record Layout** provides the variable names and labels of the data items discussed throughout the documentation, as well as their location in the data file.
- **Appendix B—Value Distribution and Field Frequencies** reports the minimum, maximum, and mean values for each item and the number of states for which the item was missing or not applicable. The appendix also indicates the number of states for which any data item was imputed.
- **Appendix C—Glossary** provides definitions for CCD data items.

II. User's Guide

A. Coverage, Response, and Nonsampling Error

The State Nonfiscal Survey of Public Elementary/Secondary Education collects data from 59 units: the 50 states, the District of Columbia, Puerto Rico, the Department of Defense dependents schools (overseas and domestic), the Bureau of Indian Education, and the four outlying areas.

Unit-level response rate was 98 percent (i.e., 58 out of 59 states and jurisdictions responded). Additionally, not all survey responses were complete for each item, resulting in item-level non-response. Item-level response is described in appendix B, which lists the minimum, maximum, and mean values for each item and the number of states for which the item was missing or not applicable.

Nonsampling error occurs when reporting states use different item definitions than those supplied by CCD. This can arise when states follow different education policies and are not able to map their data exactly to the CCD. An example is that some states issue several kinds of high school credentials, while other states issue a regular diploma to every student who meets their requirements (which may vary); therefore high school diploma counts may represent different requirements across states. Or, one state may report revenues from enterprise activities while another state prohibits districts from collecting such revenues. Another source of nonsampling error is the timing of the initial data collection. States may vary from the "as of October 1" requirement of the CCD; therefore student counts and other variables may not be comparable across states.

B. Methodology

NCES has imputed and adjusted some reported values to create a data file that more accurately reflects student and staff counts and improves comparability among states. Imputations and adjustments were performed on data from the 50 states and the District of Columbia only. It should be noted that no imputations were made to the high school graduate or other high school completer categories; however, they have been adjusted to prevent identification of any individual. No adjustments or imputations were performed on race/ethnicity data for any state. Imputation flags are used in the data file to indicate all items (including totals and subtotals) affected by adjustments and imputations.

The imputation process consisted of several stages and steps, and varied with the nature of the missing data. (Section C, "List of Adjustments and Imputations," identifies all items affected by these procedures. All items, except totals and subtotals, affected by these adjustments are presented in this list.) Imputations for prekindergarten students were performed first, then imputations for variables involving staff, then other adjustments. Totals and subtotals were recalculated after all imputations and adjustments had been performed.

"Imputations" provide estimates in cases in which the missing value is not reported at all, indicating that subtotals for the category are underreported. An imputation by NCES would assign a value to the missing item, and the subtotals containing this item would increase by the amount of the imputation.

“Adjustments” are changes in reported data to prevent identification of individuals and corrections in cases in which a value reported for one item contains a value for one or more additional items not reported elsewhere. For example, a state might not differentiate between kindergarten teachers and prekindergarten teachers, reporting “M” (missing) for prekindergarten teachers and a value representing the count of staff for both categories as kindergarten teachers. NCES adjusts these two responses by reducing the amount reported for kindergarten teachers and adding that amount to prekindergarten teachers. (See “Prekindergarten teacher imputation” below.) The total count for teachers would not be affected by this adjustment.

B.1. Imputations

Three different methods were used for imputing missing values: imputation using growth rate, impute/import approaches, and aggregation of data items from school-level data. Imputation using growth rate (described below) was employed when the missing item had been reported by the state in a previous year. When data from a prior year were not available, imputation was done using the “impute/import” approach. Three variations on this technique were used depending on the item being imputed, and each is described below. In some cases, data items were imputed by aggregating corresponding data items from available school- and LEA-level data.

Impute using growth rate. If a missing item had been reported by the state in a previous year, the imputation was based on the rate of change from the previous to the current year among reporting states. The method was as follows: (1) calculate the ratio of the current year value for the item to the previous year’s value among states reporting the item strictly by the definition; (2) calculate the median of these ratios; (3) multiply the value reported in the previous year (but missing this year) by this median ratio. These items are indicated in the list in Section C by “impute using growth rate.” Data file users should note that in prior years and versions of the State Nonfiscal file, imputations using growth rates were only performed if the data item was reported in the immediately preceding year. Starting with the State Nonfiscal File 2005–06 Revised File 1b, imputations using growth rate were performed for missing data items if the data item was reported (i.e., not missing and not imputed) in any previous year, back to school year 1985–86, not just the immediately preceding year (2004–05). In cases where the last year that a data item was reported was not the immediately preceding year (i.e., 2004–05), the last year in which the state reported the data item is noted in Section C.

Impute/import for Prekindergarten student counts. The method used to impute prekindergarten students is as follows: (1) calculate the ratio of prekindergarten students (PK) to total students (MEMBER) minus prekindergarten students (PK) for each state reporting these items strictly by the definition; (2) calculate the average of these ratios; and (3) multiply the count of total students (MEMBER) of the state with the missing item times the average ratio. States reporting these items “strictly by the definition” are those states that (a) report values greater than 0 for each of the items involved in the adjustment; and (b) have no values affected by another “contains” or “combined with” adjustment. (“Contains” and “combined with” adjustments are described below.)

Impute/import for Prekindergarten teacher counts. The method used to impute prekindergarten teachers is as follows: (1) calculate the ratio of prekindergarten teachers (PKTCH) to prekindergarten students (PK) for each state reporting these items strictly by the definition; (2)

calculate the average of these ratios; and (3) multiply the count of prekindergarten students (PK) of the state with the missing item times the average ratio.

Impute/import for all other items. This method was used to impute items, other than the prekindergarten items described above, that a state failed to report in both the current year and any previous year (i.e., the data item has never been reported by the state.) This method based the imputation on the ratio of the missing item to student membership, as these items were reported by other states for the *current* year. The method is as follows: (1) calculate the ratio of the missing item to total students (MEMBER) for each state reporting these items strictly by the definition; (2) calculate the average of these ratios; and (3) multiply the count of total students (MEMBER) of the state with the missing item times the average ratio.

These imputations are indicated in the list by “impute/import.” The first item listed is the item being imputed. The second item listed is the item used in calculating the ratios, and the state value for this item is multiplied by the calculated mean ratio. As noted above, the ratio of PK membership to (total membership minus PK membership) among reporting states was used to impute PK membership. PK membership was used to impute PK teachers. Other missing staff items were imputed based on membership.

“Totals from external detail”/Aggregation of corresponding data items from the school or LEA level. In some cases, data items are reported by the state on the school or LEA level, but are not reported on the state level or are underreported on the state level. In these cases, the data were imputed by aggregating corresponding data items from available school- and LEA-level data.

B.2. Adjustments

There are several variations in the way adjustments were carried out. These variations are indicated in the list of adjustments and imputations. Please note that each item adjusted in this process is contained in the list. Variable names in the list can be identified by using the record layout in appendix A.

“Combined with” and “contains” adjustments. Statements with “combined with” indicate that the first item was reported as missing and the value included in the item(s) following “combined with.” These statements can be matched to statements with “contains,” where the first variable contains the value for that item plus the value for the item(s) following “contains.” At the end of the “contains” statement, the total used in calculating the ratio used in the adjustment is indicated by the word “using.” In all cases, this total is total students (MEMBER). For example, “STUSUP combined with LEAADM” indicates that the value for student support services staff (STUSUP) was included in the amount reported for LEA administrators (LEAADM). The adjustment process reduces the amount for LEAADM and places it in STUSUP. “LEAADM contains STUSUP using MEMBER” describes the same condition. The amount reported for LEAADM contains the count for STUSUP, and the distribution is based on a ratio with total students (MEMBER) in the denominator.

The method used for this adjustment is as follows: (1) calculate the ratio of each missing item and the item containing the missing value(s) to the total indicated at the end of the “contains” statement for each state reporting these items strictly by the definition; (2) calculate the average of each of these ratios; (3) calculate the ratio of each average ratio to the sum of the average

ratios for the unreported items as well as for the item that will be distributed; and (4) multiply the reported item by the ratio calculated in step 3 to determine the share for each item. States reporting these items “strictly by the definition” are those states that (a) report values greater than 0 for each of the items involved in the adjustment; and (b) have no values affected by another “contains” or “combined with” adjustment.

“Totals” and “supplemented by” adjustments. Adjustment statements with “totals” are used only for the distribution of total guidance counselors (TOTGUI) into elementary and secondary counselors (ELMGUI and SECGUI) in those states not reporting this detail. In these cases, the total number of counselors is not affected by the adjustment operation. “Totals” adjustments are similar to the “contains” adjustment described above. The method used for “totals” adjustments is as follows: (1) calculate the ratio of each item (in the totals list) to the reported total for each state reporting detail counselor counts; (2) calculate the average of each of these ratios; and (3) multiply the reported item by the ratio calculated in step 2 to determine the share for each item. Elementary counselors (ELMGUI) and secondary counselors (SECGUI) are also listed as being “supplemented” by the count of total guidance counselors (TOTGUI) in this operation.

After all of the imputations and adjustments were performed, all totals and subtotals were recalculated.

“Totals from sum of internal detail” adjustments. In cases where a state reported a total count of teachers (TOTTCH), guidance counselors (TOTGUI), or student membership (MEMBER) that exceeded or was less than the sum of associated detail, the reported total was adjusted to equal the sum of the associated detail. For example, if the sum of prekindergarten teachers (PKTCH), kindergarten teachers (KGTCH), elementary teachers (ELMTCH), secondary teachers (SECTCH), and ungraded teachers (UGTCH) was less than the total number of teachers reported (TOTTCH), TOTTCH was adjusted to match the sum of the associated teacher detail. MEMBER was adjusted to sum to the total of grade detail only (i.e., MEMBER was not adjusted to match the sum of race/ethnicity by grade detail).

Adjustments to ungraded teacher and ungraded student counts. In cases where a state reported zero or missing for ungraded teachers (UGTCH) or ungraded students (UG), and the state does not allow teachers or students to be classified as ungraded, the reported value of zero or missing was adjusted to not applicable.

C. List of Adjustments and Imputations

Adjustments and imputations to data items in the revised 2005–06 state nonfiscal data file, organized alphabetically by state or other jurisdiction, are as follows:

ALABAMA

- UGTCH adjusted to not applicable
- UG totaled from external detail
- MEMBER totaled from internal detail

ALASKA

- CORSUP impute/import MEMBER

CALIFORNIA

PKTCH impute/import PK
LIBSUP combined with OTHSUP
OTHSUP contains LIBSUP using MEMBER
TOTTCCH totaled from internal detail
PK impute based on MEMBER-PK
MEMBER totaled from internal detail

DISTRICT OF COLUMBIA

PKTCH impute using growth rate
KGTCH impute using growth rate
ELMTCH impute using growth rate
SECTCH impute using growth rate
UGTCH impute using growth rate
TOTTCCH totaled from internal detail
AIDES impute using growth rate
CORSUP impute using growth rate
ELMGUI impute using growth rate
SECGUI impute using growth rate
TOTGUI impute using growth rate
LIBSPE impute using growth rate
LIBSUP impute using growth rate
LEAADM impute using growth rate
LEASUP impute using growth rate
SCHADM impute using growth rate
SCHSUP impute using growth rate
STUSUP impute using growth rate
OTHSUP impute using growth rate

HAWAII

KGTCH combined with ELMTCH
ELMTCH contains KGTCH using MEMBER

ILLINOIS

AIDES impute using growth rate (1995–96)
LIBSUP impute using growth rate (1995–96)
LEASUP impute using growth rate (1992–93)
SCHSUP impute using growth rate (1992–93)
OTHSUP impute using growth rate (1992–93)

INDIANA

TOTTCCH totaled from internal detail

KANSAS

UG totaled from external detail
MEMBER totaled from internal detail

KENTUCKY

G02 totaled from internal detail
G03 totaled from internal detail

MAINE

PKTCH combined with ELMTCH
KGTCH combined with ELMTCH
ELMTCH contains PKTCH, KGTCH using MEMBER
UGTCH adjusted to not applicable

MASSACHUSETTS

PKTCH combined with KGTCH
KGTCH contains PKTCH using MEMBER
LIBSUP impute using growth rate (2002–03)

MICHIGAN

PKTCH impute using growth rate (2001–02)
KGTCH impute using growth rate (2001–02)
ELMTCH impute using growth rate (2001–02)
SECTCH impute using growth rate (2001–02)
UGTCH impute using growth rate (2001–02)
ELMGUI supplemented by TOTGUI
SECGUI supplemented by TOTGUI
UG totaled from external detail
MEMBER totaled from internal detail

MINNESOTA

TOTGUI totaled from internal detail

MISSOURI

UG adjusted to not applicable

MONTANA

PKTCH combined with ELMTCH
KGTCH combined with ELMTCH
ELMTCH contains PKTCH, KGTCH using MEMBER
LIBSUP impute/import MEMBER
LEASUP impute/import MEMBER
SCHSUP impute/import MEMBER
OTHSUP impute/import MEMBER

NEBRASKA

PKTCH combined with ELMTCH
KGTCH combined with ELMTCH
ELMTCH contains PKTCH, KGTCH using MEMBER
LEASUP contains SCHSUP using MEMBER
SCHSUP combined with LEASUP
TOTGUI totaled from internal detail

NEVADA

LIBSUP impute using growth rate
LEAADM impute using growth rate (2003–04)
LEASUP impute using growth rate (2003–04)
SCHSUP impute using growth rate (2003–04)

NEW HAMPSHIRE

CORSUP combined with SCHADM
SCHADM contains CORSUP using MEMBER
SCHSUP contains STUSUP using MEMBER
STUSUP combined with SCHSUP

NEW JERSEY

ELMGUI supplemented by TOTGUI
SECGUI supplemented by TOTGUI
OTHSUP impute using growth rate
UGTCH adjusted to not applicable

NEW MEXICO

UG adjusted to not applicable

OREGON

ELMTCH totaled from external detail
SECTCH totaled from external detail
UGTCH totaled from external detail
TOTTCH totaled from internal detail
AIDES totaled from external detail
PK totaled from external detail
G12 totaled from external detail
MEMBER totaled from internal detail

RHODE ISLAND

PKTCH impute using growth rate (2001–02)
AIDES impute using growth rate (2001–02)
CORSUP impute using growth rate (2001–02)

SOUTH CAROLINA

LEASUP impute using growth rate (1992–93)
SCHSUP impute using growth rate (1992–93)

SOUTH DAKOTA

MEMBER totaled from internal detail

TENNESSEE

LIBSUP combined with OTHSUP
OTHSUP contains LIBSUP using MEMBER

UTAH

TOTTCH totaled from internal detail
TOTGUI totaled from internal detail

WISCONSIN

UGTCH totaled from external detail
TOTTCH totaled from internal detail

BUREAU OF INDIAN EDUCATION

UGTCH adjusted to not applicable

AMERICAN SAMOA

MEMBER totaled from internal detail

D. Comments for Users of the Data File

D.1. Item nonresponse of less than 1

Values for items for which states did not report anything or reported an entry of less than 1, and for which no imputations or adjustments were made, have been adjusted to 0, -1, or -2 according to the following criteria:

0: A zero value represents a report of no occurrences of a data element. A value was expected and measured, but zero cases were found in the category. (For example, a district having no 12th-graders would report “0.”)

-1: A value of -1 indicates that data are missing. A value was expected, but none was measured. (For example, a district that has at least one 12th-grader but cannot measure the number of 12th-graders would report “-1.”)

-2 : A value of -2 indicates that data are not applicable. A value was neither expected nor measured. (For example, an elementary school district would report “-2” for 12th-graders.)

D.2. Disclosure risk analysis, data suppression, and data perturbation for high school completers

The data files for the 2005–06 CCD Local Education Agency Universe Survey and the State Nonfiscal Survey of Public Elementary and Secondary Education have undergone disclosure risk analysis to eliminate the possibility of using the data to identify individuals who did not graduate with a diploma at the end of 12th grade. Each record in the two data files was examined to determine where a comparison of the diploma count to the affiliated 12th-grade membership could be used to accurately predict whether an individual was a diploma nonrecipient.

Analysis of the Local Education Agency Universe Survey file resulted in the suppression of diploma data for 218 agencies and the suppression of other high school completion data for 70 agencies. Suppressed cells were set to a value of -1 (missing). No changes were made to the imputation flags for these cells, and the suppressed cells are indistinguishable from missing values reported by states. Overall, there are 526 agencies with a missing or suppressed value for

the diploma recipient total and 2,453 agencies with a missing or suppressed value for the other high school completers total. Suppression of detail in the Local Education Agency Universe survey file did not directly affect aggregate values for diploma recipients and other high school completer counts in the State Nonfiscal Survey of Public Elementary and Secondary Education file.

The State Nonfiscal Survey of Public Elementary and Secondary Education file also underwent disclosure risk analysis, but no data were suppressed. Rather than suppressing completion data for entire states or outlying areas, data perturbation was used to eliminate the risk of disclosure. Each record was examined to determine if a comparison between the 12th-grade membership and the diploma count, or the difference between the state's reported total and the aggregate total from the Local Education Agency Universe Survey file, could be used to determine with a high degree of certainty a diploma nonrecipient. This analysis led to 44 extra diplomas being added to 18 states or other jurisdictions, with no state receiving more than seven diplomas. These adjustments did not correspond with a change in the imputation flag and are indistinguishable from regular reported values.

D.3. NCES edits to nonfiscal data

This section presents information on anomalies for nonfiscal data submitted by states, as well as any edits made by NCES. These edits include imputations and adjustments as described previously, as well as any edits made as the result of a consistency check on submitted data (for example, reported membership cannot be less than the sum of the individual grade variables; in those cases, membership is edited to match the sum of the grade detail). When known, specific state reporting practices concerning missing data are also listed. All nonfiscal edits and reporting practices listed below apply to school year 2005–06. NCES does not impute data for jurisdictions other than the 50 states and the District of Columbia.

The Bureau of Indian Education (BIE) schools did not report data for school year 2005–06. Student membership data were imported from a public website. No other imputations were made for BIE schools. The following notes on individual items cite BIE only in items that are not applicable.

Prekindergarten student membership. California and the U.S. Virgin Islands reported prekindergarten membership as missing. Data were imputed for California.

Ungraded student membership. Alaska, Colorado, Connecticut, Delaware, Florida, Georgia, Idaho, Indiana, Iowa, Louisiana, Maine, Maryland, Massachusetts, Missouri, Nebraska, New Mexico, North Carolina, North Dakota, Ohio, Rhode Island, South Carolina, South Dakota, Texas, Utah, Virginia, Washington, Wisconsin, Wyoming, the Department of Defense dependents schools (overseas and domestic), Bureau of Indian Education, and Guam reported ungraded student membership as not applicable or had reports of ungraded students adjusted to not applicable.

Total student membership. The total student membership for California, Oregon, South Dakota, and American Samoa were adjusted to equal the sum of grade detail.

Prekindergarten teachers. California, the District of Columbia, Maine, Massachusetts, Michigan, Montana, Nebraska, Rhode Island, and the U.S. Virgin Islands reported prekindergarten teachers as missing. Maine, Montana, and Nebraska included prekindergarten teachers in the elementary and secondary teacher counts. Massachusetts included prekindergarten teachers in the kindergarten teacher count. Imputations or adjustments were performed for all of these states, but not for the U.S. Virgin Islands.

Kindergarten teachers. The District of Columbia, Hawaii, Maine, Michigan, Montana, and Nebraska reported kindergarten teachers as missing. Hawaii, Maine, Montana, and Nebraska included these teachers in the elementary and secondary teacher counts. Massachusetts included prekindergarten teachers in the kindergarten teacher count. Imputations or adjustments were performed for all of these states.

Elementary teachers. Counts of elementary teachers were missing for the District of Columbia and Michigan. Hawaii, Maine, Montana, and Nebraska included prekindergarten and/or kindergarten teachers in the elementary and secondary teacher counts. Imputations or adjustments were performed for all of these states.

Secondary teachers. Counts of secondary teachers were missing for the District of Columbia and Michigan. Imputations were performed for all of these states.

Ungraded teachers. Ungraded teachers were reported as not applicable or adjusted to not applicable for Alabama, Alaska, Arizona, Colorado, Delaware, Georgia, Idaho, Iowa, Louisiana, Maine, Maryland, Missouri, Montana, Nebraska, New Hampshire, New Jersey, New Mexico, North Dakota, Ohio, Rhode Island, Virginia, and the Bureau of Indian Education. Counts of ungraded teachers were missing for the District of Columbia, Michigan, Guam and Puerto Rico. Ungraded teacher counts were imputed for the District of Columbia and Michigan. Ungraded teacher counts were totaled from external detail for Oregon and Wisconsin.

Total teachers. The total teacher count was calculated for California, the District of Columbia, Connecticut, Indiana, Oregon, Rhode Island, Utah, and Wisconsin.

Instructional aides. Instructional aides were missing for the District of Columbia, Illinois and Rhode Island. Instructional aides were imputed for each of these states. The instructional aides count was totaled from external detail for Oregon.

Instructional coordinators and supervisors. The counts were missing in Alaska, the District of Columbia, and Rhode Island. New Hampshire and Tennessee combined these counts with another item. The missing counts were imputed for Alaska, the District of Columbia, and Rhode Island; the counts were adjusted for New Hampshire and Tennessee.

Elementary guidance counselors. Counts of these staff were missing for the District of Columbia, Michigan, and New Jersey. Michigan and New Jersey reported total guidance counselors only. The District of Columbia did not report guidance counselors. The counts were imputed for the District of Columbia and adjusted for Michigan and New Jersey.

Secondary guidance counselors. Counts of these staff were missing for the District of Columbia, Michigan, and New Jersey. Michigan and New Jersey reported total guidance counselors only.

The District of Columbia did not report guidance counselors. The counts were imputed for the District of Columbia and adjusted for Michigan and New Jersey.

Total guidance counselors. Total guidance counselors were missing for the District of Columbia, and the count was imputed. The total guidance counselor count was calculated for Connecticut, Minnesota, Nebraska, and Utah to equal the sum of guidance counselor detail.

Librarians. The District of Columbia did not report counts of librarians. The count was imputed for the District of Columbia.

Library support staff. Counts for these staff were missing for the District of Columbia, Illinois, Massachusetts, and Montana. They were combined with another item for California and Tennessee. This category was imputed or adjusted for each of these states.

LEA administrators. The District of Columbia and Nevada did not report LEA administrators. The counts were imputed for both states.

LEA administrative support staff. Counts of these staff were missing for the District of Columbia, Illinois, Montana, Nevada, and South Carolina. Nebraska included school administrative support staff with LEA administrative support staff. LEA administrative support staff counts were imputed or adjusted for each of these states.

School administrators. The District of Columbia did not report counts of school administrators. New Hampshire included instructional coordinators and supervisors with school administrators. The counts were imputed or adjusted for both states.

School administrative support staff. Counts of school administrative support staff were missing for the District of Columbia, Illinois, Montana, Nevada, and South Carolina. Data for all of these states were imputed. Nebraska and New Hampshire included school administrative support staff with other categories. The numbers were adjusted for Nebraska and New Hampshire

Student support services staff. New Hampshire combined student support services staff with another item and the District of Columbia reported the item as missing. Data for these states were imputed or adjusted.

All other support services staff. Counts for the category of all other support services staff was missing for the District of Columbia, Illinois, Montana, and New Jersey. California and Tennessee included certain support staff counts in the all other support services staff variable. The counts were imputed or adjusted for all of these states.

Regular diploma recipients. The Department of Defense dependents schools (overseas and domestic) did not report regular diploma recipients. Regular diploma recipients were not imputed.

High school equivalency recipients. In order to publish reliable data, counts reported by the states were replaced beginning in 2003–04 with numbers of individuals 19 or younger who passed the General Educational Development (GED) test as reported by the General Educational Development Testing Service.

Other high school completers. California, Illinois, Kansas, Minnesota, Missouri, Montana, New Jersey, North Dakota, Ohio, Oklahoma, Pennsylvania, South Dakota, Texas, West Virginia, the Bureau of Indian Education, the Department of Defense dependents schools (overseas), Guam, and the U.S. Virgin Islands reported other high school completers as not applicable or had their reports of other high school completers adjusted to not applicable. Arizona and the Commonwealth of the Northern Marianas did not report other high school completers. Other high school completer counts were not imputed.

Race/ethnicity student by grade data. American Samoa reported all of its students as Asian/Pacific Islander, and Puerto Rico reported all of its students as Hispanic. No edits were made to race/ethnicity student by grade data.

Race/ethnicity diploma data. New Hampshire, South Carolina, and the Department of Defense dependents schools (overseas and domestic) reported race/ethnicity diploma data as missing. NCES does not impute race/ethnicity data.

Race/ethnicity GED test data. In order to publish reliable data, counts reported by the states were replaced beginning in 2003–04 with numbers of individuals 19 or younger who passed the General Educational Development (GED) test as reported by the General Educational Development Testing Service.

Race/ethnicity other high school completer data. Arizona, New Hampshire, South Carolina, and the Commonwealth of the Northern Marianas reported race/ethnicity other high school completer data as missing. NCES does not impute race/ethnicity data.

D.4. Revised file changes

CCD files are revised if errors are found on the file or a state resubmits. The following are changes from the previous release (version 1a) of the Common Core of Data State Nonfiscal Survey of Public Elementary/Secondary Education: School Year 2005–06.

1. Directory information was revised for Georgia.
2. Teacher, staff, student membership, and high school completion data were revised for Virginia.
3. Counts of instructional coordinators and supervisors, library support staff, LEA administrators, LEA administrative support staff, school administrators, school administrative support staff, student support services staff, and all other support services staff were revised for Texas.
4. Teacher, staff, student membership, and high school completion data were revised for American Samoa.
5. Ungraded student and total membership counts were revised for Alabama, Kansas, and Michigan.
6. Teacher counts were revised for Oregon.
7. GED data were added to the file (data were missing in version 1a).

Table 1. State and other jurisdiction FIPS codes and abbreviations used in CCD Datasets

State name/jurisdiction	FIPS ¹	Abbreviation ²	State name/jurisdiction	FIPS ¹	Abbreviation ²
Alabama	01	AL	Ohio	39	OH
Alaska	02	AK	Oklahoma	40	OK
Arizona	04	AZ	Oregon	41	OR
Arkansas	05	AR	Pennsylvania	42	PA
California	06	CA	Rhode Island	44	RI
Colorado	08	CO	South Carolina	45	SC
Connecticut	09	CT	South Dakota	46	SD
Delaware	10	DE	Tennessee	47	TN
District of Columbia	11	DC	Texas	48	TX
Florida	12	FL	Utah	49	UT
Georgia	13	GA	Vermont	50	VT
Hawaii	15	HI	Virginia	51	VA
Idaho	16	ID	Washington	53	WA
Illinois	17	IL	West Virginia	54	WV
Indiana	18	IN	Wisconsin	55	WI
Iowa	19	IA	Wyoming	56	WY
Kansas	20	KS	Department of defense		
Kentucky	21	KY	dependents schools		
Louisiana	22	LA	(overseas)	58 ³	DO
Maine	23	ME	Department of defense		
Maryland	24	MD	dependents schools		
Massachusetts	25	MA	(domestic)	61 ³	DD
Michigan	26	MI	Bureau of Indian		
Minnesota	27	MN	Education	59 ³	BI
Mississippi	28	MS	American Samoa	60	AS
Missouri	29	MO	Guam	66	GU
Montana	30	MT	Commonwealth of the		
Nebraska	31	NE	Northern Marianas		
Nevada	32	NV	Islands	69	MP
New Hampshire	33	NH	Puerto Rico	72	PR
New Jersey	34	NJ	U.S. Virgin Islands	78	VI
New Mexico	35	NM			
New York	36	NY			
North Carolina	37	NC			
North Dakota	38	ND			

¹ Federal Information Processing Standards codes (01–78).

² U.S. Postal Service state abbreviation codes.

³ Not official U.S. FIPS code. The state abbreviations for Department of Defense dependents schools (overseas) are AA, AE, and AP to indicate schools located in Asia, Europe, and the Pacific, respectively. For Department of Defense dependents schools (domestic) and Bureau of Indian Education schools, state abbreviations correspond to the state in which the school is located.

SOURCE: U.S. Department of Commerce, National Institute of Standards and Technology, Federal Information Processing Standards, (1987). “Codes for the Identification of the States, the District of Columbia and the Outlying Areas of the United States, and the Associated Areas” (FIPS pub 5-2).

E. User Guidelines for Processing the State Nonfiscal Survey of Public Elementary/Secondary Education Data File

Starting in 1999–2000, CCD data file names were changed to include a two-digit version number. The 2005–06 State Nonfiscal Survey of Public Elementary/Secondary Education Excel file is called ST051B.XLS, and the flat ASCII file is called ST051B.DAT. The first two characters of the file name indicate the type of file (SC = School Universe, AG = Agency Universe, ST = State), the third and fourth characters indicate the file year (05 = 2005–06 CCD collection), and the fifth and sixth characters indicate the version number (1 = final file, B = second version). The record layout for the state nonfiscal survey file is contained in appendix A.

Approximately 1 year after the release of the 1a files, NCES releases a revised state nonfiscal data file. The purpose of the revised data file is to allow state education agencies to submit any corrections to their data. The revised file is labeled 1b, unless another revision of the original file has occurred sometime in that year due to an NCES error found in the file.

**Appendix A—Record Layout for the Common Core of Data State Nonfiscal
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School Year 2005–06**

APPENDIX A—Record Layout for the Common Core of Data State Nonfiscal Survey of Public
Elementary/Secondary Education: School Year 2005–06

Variable name	Field length	Record position	Data type	Description
SURVYEAR	4	001-004	AN	STARTING YEAR OF SURVEY (2005)
FIPST	2	005-006	AN	FEDERAL INFORMATION PROCESSING STANDARDS CODES
STABR	2	007-008	AN	POSTAL STATE ABBREVIATION CODES
SEANAME	60	009-068	AN	NAME OF STATE EDUCATION AGENCY
STREET	30	069-098	AN	MAILING ADDRESS
CITY	30	099-128	AN	CITY
STNAME	25	129-153	AN	NAME OF THE STATE
ZIP	5	154-158	AN	U.S. POSTAL SERVICE ZIP FOR MAILING
ZIP4	4	159-162	AN	U.S. POSTAL SERVICE ZIP+4 FOR MAILING
PHONE	10	163-172	AN	AREA CODE AND LOCAL PHONE NUMBER
PKTCH	6	173-178	N	PREKINDERGARTEN TEACHERS
KGTCH	6	179-184	N	KINDERGARTEN TEACHERS
ELMTCH	6	185-190	N	ELEMENTARY TEACHERS
SECTCH	6	191-196	N	SECONDARY TEACHERS
UGTCH	6	197-202	N	TEACHERS OF UNGRADED CLASSES
TOTTCH	6	203-208	N	TOTAL FULL-TIME-EQUIVALENT (FTE) TEACHERS
AIDES	6	209-214	N	INSTRUCTIONAL AIDES
CORSUP	6	215-220	N	INSTRUCTIONAL COORDINATORS & SUPERVISORS
ELMGUI	6	221-226	N	ELEMENTARY GUIDANCE COUNSELORS/DIRECTORS
SECGUI	6	227-232	N	SECONDARY GUIDANCE COUNSELORS/DIRECTORS
TOTGUI	6	233-238	N	TOTAL GUIDANCE COUNSELORS/DIRECTORS
LIBSPE	6	239-244	N	LIBRARIANS
LIBSUP	6	245-250	N	LIBRARY SUPPORT STAFF
LEAADM	6	251-256	N	LOCAL EDUCATION AGENCY (LEA) ADMINISTRATORS
LEASUP	6	257-262	N	ADMINISTRATIVE SUPPORT STAFF
SCHADM	6	263-268	N	SCHOOL ADMINISTRATORS
SCHSUP	6	269-274	N	SCHOOL ADMINISTRATIVE SUPPORT STAFF
STUSUP	6	275-280	N	STUDENT SUPPORT SERVICES
OTHSUP	6	281-286	N	ALL OTHER SUPPORT SERVICES STAFF
PK	8	287-294	N	PREKINDERGARTEN STUDENTS
KG	8	295-302	N	KINDERGARTEN STUDENTS
G01	8	303-310	N	GRADE 1 STUDENTS
G02	8	311-318	N	GRADE 2 STUDENTS
G03	8	319-326	N	GRADE 3 STUDENTS
G04	8	327-334	N	GRADE 4 STUDENTS
G05	8	335-342	N	GRADE 5 STUDENTS
G06	8	343-350	N	GRADE 6 STUDENTS
G07	8	351-358	N	GRADE 7 STUDENTS
G08	8	359-366	N	GRADE 8 STUDENTS
G09	8	367-374	N	GRADE 9 STUDENTS
G10	8	375-382	N	GRADE 10 STUDENTS
G11	8	383-390	N	GRADE 11 STUDENTS
G12	8	391-398	N	GRADE 12 STUDENTS
UG	8	399-406	N	UNGRADED STUDENTS
MEMBER	8	407-414	N	TOTAL STUDENTS
REGDIP	8	415-422	N	REGULAR AND OTHER DIPLOMA RECIPIENTS
EQUIV	8	423-430	N	INDIVIDUALS PASSING GED TEST (AGES 19 OR YOUNGER)
OTHCOM	8	431-438	N	OTHER HIGH SCHOOL (H.S.) COMPLETERS
AMPK	8	439-446	N	PREKINDERGARTEN STUDENTS - AMERICAN INDIAN/ALASKA NATIVE
ASPK	8	447-454	N	PREKINDERGARTEN STUDENTS - ASIAN/PACIFIC ISLANDER
HIPK	8	455-462	N	PREKINDERGARTEN STUDENTS - HISPANIC
BLPK	8	463-470	N	PREKINDERGARTEN STUDENTS - BLACK, NON-HISPANIC

NOTE: Data type 'AN' indicates an alphanumeric variable; 'N' indicates a numeric variable.

APPENDIX A—Record Layout for the Common Core of Data State Nonfiscal Survey of Public
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Variable name	Field length	Record position	Data type	Description
WHPK	8	471-478	N	PREKINDERGARTEN STUDENTS - WHITE, NON-HISPANIC
AMKG	8	479-486	N	KINDERGARTEN STUDENTS - AMERICAN INDIAN/ALASKA NATIVE
ASKG	8	487-494	N	KINDERGARTEN STUDENTS - ASIAN/PACIFIC ISLANDER
HIKG	8	495-502	N	KINDERGARTEN STUDENTS - HISPANIC
BLKG	8	503-510	N	KINDERGARTEN STUDENTS - BLACK, NON-HISPANIC
WHKG	8	511-518	N	KINDERGARTEN STUDENTS - WHITE, NON-HISPANIC
AM01	8	519-526	N	GRADE 1 STUDENTS - AMERICAN INDIAN/ALASKA NATIVE
AS01	8	527-534	N	GRADE 1 STUDENTS - ASIAN/PACIFIC ISLANDER
HI01	8	535-542	N	GRADE 1 STUDENTS - HISPANIC
BL01	8	543-550	N	GRADE 1 STUDENTS - BLACK, NON-HISPANIC
WH01	8	551-558	N	GRADE 1 STUDENTS - WHITE, NON-HISPANIC
AM02	8	559-566	N	GRADE 2 STUDENTS - AMERICAN INDIAN/ALASKA NATIVE
AS02	8	567-574	N	GRADE 2 STUDENTS - ASIAN/PACIFIC ISLANDER
HI02	8	575-582	N	GRADE 2 STUDENTS - HISPANIC
BL02	8	583-590	N	GRADE 2 STUDENTS - BLACK, NON-HISPANIC
WH02	8	591-598	N	GRADE 2 STUDENTS - WHITE, NON-HISPANIC
AM03	8	599-606	N	GRADE 3 STUDENTS - AMERICAN INDIAN/ALASKA NATIVE
AS03	8	607-614	N	GRADE 3 STUDENTS - ASIAN/PACIFIC ISLANDER
HI03	8	615-622	N	GRADE 3 STUDENTS - HISPANIC
BL03	8	623-630	N	GRADE 3 STUDENTS - BLACK, NON-HISPANIC
WH03	8	631-638	N	GRADE 3 STUDENTS - WHITE, NON-HISPANIC
AM04	8	639-646	N	GRADE 4 STUDENTS - AMERICAN INDIAN/ALASKA NATIVE
AS04	8	647-654	N	GRADE 4 STUDENTS - ASIAN/PACIFIC ISLANDER
HI04	8	655-662	N	GRADE 4 STUDENTS - HISPANIC
BL04	8	663-670	N	GRADE 4 STUDENTS - BLACK, NON-HISPANIC
WH04	8	671-678	N	GRADE 4 STUDENTS - WHITE, NON-HISPANIC
AM05	8	679-686	N	GRADE 5 STUDENTS - AMERICAN INDIAN/ALASKA NATIVE
AS05	8	687-694	N	GRADE 5 STUDENTS - ASIAN/PACIFIC ISLANDER
HI05	8	695-702	N	GRADE 5 STUDENTS - HISPANIC
BL05	8	703-710	N	GRADE 5 STUDENTS - BLACK, NON-HISPANIC
WH05	8	711-718	N	GRADE 5 STUDENTS - WHITE, NON-HISPANIC
AM06	8	719-726	N	GRADE 6 STUDENTS - AMERICAN INDIAN/ALASKA NATIVE
AS06	8	727-734	N	GRADE 6 STUDENTS - ASIAN/PACIFIC ISLANDER
HI06	8	735-742	N	GRADE 6 STUDENTS - HISPANIC
BL06	8	743-750	N	GRADE 6 STUDENTS - BLACK, NON-HISPANIC
WH06	8	751-758	N	GRADE 6 STUDENTS - WHITE, NON-HISPANIC
AM07	8	759-766	N	GRADE 7 STUDENTS - AMERICAN INDIAN/ALASKA NATIVE
AS07	8	767-774	N	GRADE 7 STUDENTS - ASIAN/PACIFIC ISLANDER
HI07	8	775-782	N	GRADE 7 STUDENTS - HISPANIC
BL07	8	783-790	N	GRADE 7 STUDENTS - BLACK, NON-HISPANIC
WH07	8	791-798	N	GRADE 7 STUDENTS - WHITE, NON-HISPANIC
AM08	8	799-806	N	GRADE 8 STUDENTS - AMERICAN INDIAN/ALASKA NATIVE
AS08	8	807-814	N	GRADE 8 STUDENTS - ASIAN/PACIFIC ISLANDER
HI08	8	815-822	N	GRADE 8 STUDENTS - HISPANIC
BL08	8	823-830	N	GRADE 8 STUDENTS - BLACK, NON-HISPANIC
WH08	8	831-838	N	GRADE 8 STUDENTS - WHITE, NON-HISPANIC
AM09	8	839-846	N	GRADE 9 STUDENTS - AMERICAN INDIAN/ALASKA NATIVE
AS09	8	847-854	N	GRADE 9 STUDENTS - ASIAN/PACIFIC ISLANDER
HI09	8	855-862	N	GRADE 9 STUDENTS - HISPANIC
BL09	8	863-870	N	GRADE 9 STUDENTS - BLACK, NON-HISPANIC
WH09	8	871-878	N	GRADE 9 STUDENTS - WHITE, NON-HISPANIC
AM10	8	879-886	N	GRADE 10 STUDENTS - AMERICAN INDIAN/ALASKA NATIVE
AS10	8	887-894	N	GRADE 10 STUDENTS - ASIAN/PACIFIC ISLANDER

NOTE: Data type 'AN' indicates an alphanumeric variable; 'N' indicates a numeric variable.

APPENDIX A—Record Layout for the Common Core of Data State Nonfiscal Survey of Public
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Variable name	Field length	Record position	Data type	Description
HI10	8	895-902	N	GRADE 10 STUDENTS - HISPANIC
BL10	8	903-910	N	GRADE 10 STUDENTS - BLACK, NON-HISPANIC
WH10	8	911-918	N	GRADE 10 STUDENTS - WHITE, NON-HISPANIC
AM11	8	919-926	N	GRADE 11 STUDENTS - AMERICAN INDIAN/ALASKA NATIVE
AS11	8	927-934	N	GRADE 11 STUDENTS - ASIAN/PACIFIC ISLANDER
HI11	8	935-942	N	GRADE 11 STUDENTS - HISPANIC
BL11	8	943-950	N	GRADE 11 STUDENTS - BLACK, NON-HISPANIC
WH11	8	951-958	N	GRADE 11 STUDENTS - WHITE, NON-HISPANIC
AM12	8	959-966	N	GRADE 12 STUDENTS - AMERICAN INDIAN/ALASKA NATIVE
AS12	8	967-974	N	GRADE 12 STUDENTS - ASIAN/PACIFIC ISLANDER
HI12	8	975-982	N	GRADE 12 STUDENTS - HISPANIC
BL12	8	983-990	N	GRADE 12 STUDENTS - BLACK, NON-HISPANIC
WH12	8	991-998	N	GRADE 12 STUDENTS - WHITE, NON-HISPANIC
AMUG	8	999-1006	N	UNGRADED STUDENTS - AMERICAN INDIAN/ALASKA NATIVE
ASUG	8	1007-1014	N	UNGRADED STUDENTS - ASIAN/PACIFIC ISLANDER
HIUG	8	1015-1022	N	UNGRADED STUDENTS - HISPANIC
BLUG	8	1023-1030	N	UNGRADED STUDENTS - BLACK, NON-HISPANIC
WHUG	8	1031-1038	N	UNGRADED STUDENTS - WHITE, NON-HISPANIC
AM	8	1039-1046	N	TOTAL STUDENTS - AMERICAN INDIAN/ALASKA NATIVE
AS	8	1047-1054	N	TOTAL STUDENTS - ASIAN/PACIFIC ISLANDER
HI	8	1055-1062	N	TOTAL STUDENTS - HISPANIC
BL	8	1063-1070	N	TOTAL STUDENTS - BLACK, NON-HISPANIC
WH	8	1071-1078	N	TOTAL STUDENTS - WHITE, NON-HISPANIC
AMREGDIP	8	1079-1086	N	REGULAR AND OTHER DIPLOMA RECIPIENTS - AMERICAN INDIAN/ALASKA NATIVE
ASREGDIP	8	1087-1094	N	REGULAR AND OTHER DIPLOMA RECIPIENTS - ASIAN/PACIFIC ISLANDER
HIREGDIP	8	1095-1102	N	REGULAR AND OTHER DIPLOMA RECIPIENTS - HISPANIC
BLREGDIP	8	1103-1110	N	REGULAR AND OTHER DIPLOMA RECIPIENTS - BLACK, NON-HISPANIC
WHREGDIP	8	1111-1118	N	REGULAR AND OTHER DIPLOMA RECIPIENTS - WHITE, NON-HISPANIC
AMEQUIV	8	1119-1126	N	INDIVIDUALS PASSING GED TEST - AMERICAN INDIAN/ALASKA NATIVE
ASEQUIV	8	1127-1134	N	INDIVIDUALS PASSING GED TEST- ASIAN/PACIFIC ISLANDER
HIEQUIV	8	1135-1142	N	INDIVIDUALS PASSING GED TEST- HISPANIC
BLEQUIV	8	1143-1150	N	INDIVIDUALS PASSING GED TEST- BLACK, NON-HISPANIC
WHEQUIV	8	1151-1158	N	INDIVIDUALS PASSING GED TEST- WHITE, NON-HISPANIC
AMOHC	8	1159-1166	N	OTHER H.S. COMPLETERS - AMERICAN INDIAN/ALASKA NATIVE
ASOHC	8	1167-1174	N	OTHER H.S. COMPLETERS - ASIAN/PACIFIC ISLANDER
HIOHC	8	1175-1182	N	OTHER H.S. COMPLETERS - HISPANIC
BLOHC	8	1183-1190	N	OTHER H.S. COMPLETERS - BLACK, NON-HISPANIC
WHOHC	8	1191-1198	N	OTHER H.S. COMPLETERS - WHITE, NON-HISPANIC
IPKTCH	1	1199-1199	AN	IMPUTATION FLAG PREKINDERGARTEN TEACHERS
IKGTCH	1	1200-1200	AN	IMPUTATION FLAG KINDERGARTEN TEACHERS
IELMTCH	1	1201-1201	AN	IMPUTATION FLAG ELEMENTARY TEACHERS
ISECTCH	1	1202-1202	AN	IMPUTATION FLAG SECONDARY TEACHERS
IUGTCH	1	1203-1203	AN	IMPUTATION FLAG TEACHERS OF UNGRADED CLASSES
ITOTTCH	1	1204-1204	AN	IMPUTATION FLAG TOTAL FTE TEACHERS
IAIDES	1	1205-1205	AN	IMPUTATION FLAG INSTRUCTIONAL AIDES
ICORSUP	1	1206-1206	AN	IMPUTATION FLAG INSTRUCT. COORDINATORS & SUPERVISORS
IELMGUI	1	1207-1207	AN	IMPUTATION FLAG ELEMENTARY GUIDANCE COUNSELORS/DIRECTORS

NOTE: Data type 'AN' indicates an alphanumeric variable; 'N' indicates a numeric variable.

APPENDIX A—Record Layout for the Common Core of Data State Nonfiscal Survey of Public
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Variable name	Field length	Record position	Data type	Description
ISECGUI	1	1208-1208	AN	IMPUTATION FLAG SECONDARY GUIDANCE COUNSELORS/DIRECTORS
ITOTGUI	1	1209-1209	AN	IMPUTATION FLAG TOTAL GUIDANCE COUNSELORS/DIRECTORS
ILIBSPE	1	1210-1210	AN	IMPUTATION FLAG LIBRARIANS
ILIBSUP	1	1211-1211	AN	IMPUTATION FLAG LIBRARY SUPPORT STAFF
ILEAADM	1	1212-1212	AN	IMPUTATION FLAG LEA ADMINISTRATORS
ILEASUP	1	1213-1213	AN	IMPUTATION FLAG ADMINISTRATIVE SUPPORT STAFF
ISCHADM	1	1214-1214	AN	IMPUTATION FLAG SCHOOL ADMINISTRATORS
ISCHSUP	1	1215-1215	AN	IMPUTATION FLAG SCHOOL ADMIN. SUPPORT STAFF
ISTUSUP	1	1216-1216	AN	IMPUTATION FLAG STUDENT SUPPORT SERVICES
IOTHSUP	1	1217-1217	AN	IMPUTATION FLAG ALL OTHER SUPPORT SERVICES
IPK	1	1218-1218	AN	IMPUTATION FLAG PREKINDERGARTEN STUDENTS
IKG	1	1219-1219	AN	IMPUTATION FLAG KINDERGARTEN STUDENTS
IG01	1	1220-1220	AN	IMPUTATION FLAG GRADE 1 STUDENTS
IG02	1	1221-1221	AN	IMPUTATION FLAG GRADE 2 STUDENTS
IG03	1	1222-1222	AN	IMPUTATION FLAG GRADE 3 STUDENTS
IG04	1	1223-1223	AN	IMPUTATION FLAG GRADE 4 STUDENTS
IG05	1	1224-1224	AN	IMPUTATION FLAG GRADE 5 STUDENTS
IG06	1	1225-1225	AN	IMPUTATION FLAG GRADE 6 STUDENTS
IG07	1	1226-1226	AN	IMPUTATION FLAG GRADE 7 STUDENTS
IG08	1	1227-1227	AN	IMPUTATION FLAG GRADE 8 STUDENTS
IG09	1	1228-1228	AN	IMPUTATION FLAG GRADE 9 STUDENTS
IG10	1	1229-1229	AN	IMPUTATION FLAG GRADE 10 STUDENTS
IG11	1	1230-1230	AN	IMPUTATION FLAG GRADE 11 STUDENTS
IG12	1	1231-1231	AN	IMPUTATION FLAG GRADE 12 STUDENTS
IUG	1	1232-1232	AN	IMPUTATION FLAG UNGRADED STUDENTS
IMEMBER	1	1233-1233	AN	IMPUTATION FLAG TOTAL STUDENTS

NOTE: Data type 'AN' indicates an alphanumeric variable; 'N' indicates a numeric variable.

**Appendix B—Value Distribution and Field Frequencies for the Common Core of
Data State Nonfiscal Survey of Public Elementary/Secondary Education:
School Year 2005–06**

APPENDIX B—Value Distribution and Field Frequencies for the Common Core of Data State Nonfiscal Survey of Public Elementary/Secondary Education: School Year 2005–06

Variable	Label	Minimum	Maximum	Mean	-1	-2
PKTCH	Prekindergarten Teachers	10	8,944	876.3	3	0
KGTCH	Kindergarten Teachers	22	21,003	3,024.2	2	0
ELMTCH	Elementary Teachers	301	184,176	26,629.7	2	0
SECTCH	Secondary Teachers	249	116,750	20,736.4	2	0
UGTCH	Teachers of Ungraded Classes	5	35,840	6,693.9	2	22
TOTTCH	Total Full-Time-Equivalent (FTE) Teachers	614	309,222	55,131.7	1	0
AIDES	Instructional Aides	41	67,073	11,999.8	1	0
CORSUP	Instructional Coordinators & Supervisors	8	11,571	1,024.0	1	0
ELMGUI	Elementary Guidance Counselors/Directors	6	4,129	770.5	2	0
SECGUI	Secondary Guidance Counselors/Directors	12	6,122	1,062.8	2	0
TOTGUI	Total Guidance Counselors/Directors	18	10,251	1,819.3	1	0
LIBSPE	Librarians	1	4,907	956.6	1	0
LIBSUP	Library Support Staff	2	3,976	700.6	2	0
LEAADM	Local Education Agency (LEA) Administrators	7	7,894	1,111.0	1	0
LEASUP	Administrative Support Staff	10	22,884	3,147.2	1	0
SCHADM	School Administrators	34	18,407	2,733.5	1	0
SCHSUP	School Administrative Support Staff	37	32,365	4,415.9	1	0
STUSUP	Student Support Services	57	19,858	4,052.5	1	0
OTHSUP	All Other Support Services Staff	64	130,969	20,287.0	1	0
PK	Prekindergarten Students	212	207,967	18,322.1	2	0
KG	Kindergarten Students	727	458,440	62,295.0	0	0
G01	Grade 1 Students	883	473,239	63,627.3	0	0
G02	Grade 2 Students	899	469,553	62,154.4	0	0
G03	Grade 3 Students	906	471,246	61,793.8	0	0
G04	Grade 4 Students	870	477,828	61,662.2	0	0
G05	Grade 5 Students	867	485,857	62,587.6	0	0
G06	Grade 6 Students	872	489,656	63,227.4	0	0
G07	Grade 7 Students	937	491,516	65,094.7	0	0
G08	Grade 8 Students	810	489,560	65,434.2	0	0
G09	Grade 9 Students	975	546,914	73,672.7	0	0
G10	Grade 10 Students	676	515,681	66,506.5	0	0
G11	Grade 11 Students	584	467,241	59,405.9	0	0
G12	Grade 12 Students	536	423,241	54,633.2	0	0
UG	Ungraded Students	3	107,012	12,834.4	0	32

† Not applicable.

NOTE: -1 indicates that the data are missing (a value was expected, but no value was measured); -2 indicates that the data are not applicable (a value was neither expected nor measured).

APPENDIX B—Value Distribution and Field Frequencies for the Common Core of Data State Nonfiscal Survey of Public Elementary/Secondary Education: School Year 2005–06

Variable	Label	Minimum	Maximum	Mean	-1	-2
MEMBER	Total Students	11,718	6,437,202	845,699.3	0	0
REGDIP	Regular and Other Diploma Recipients	614	355,217	50,498.0	3	0
EQUIV	Individuals Passing GED Test	2	13,286	2,548.6	4	0
OTHCOM	Other High School (H.S.) Completers	0	8,550	1,487.8	2	19
AMPK	Prekindergarten Students – American Indian/Alaska Native	0	5,963	231.6	4	0
ASPK	Prekindergarten Students – Asian/Pacific Islander	0	6,211	556.8	4	0
HIPK	Prekindergarten Students – Hispanic	0	129,559	4,354.4	4	0
BLPK	Prekindergarten Students – Black, non-Hispanic	0	33,135	3,619.5	4	0
WHPK	Prekindergarten Students – White, non-Hispanic	0	38,545	7,125.9	4	0
AMKG	Kindergarten Students – American Indian/Alaska Native	0	8,963	807.8	0	0
ASKG	Kindergarten Students – Asian/Pacific Islander	0	49,473	2,888.1	0	0
HIKG	Kindergarten Students – Hispanic	0	237,785	14,279.6	0	0
BLKG	Kindergarten Students – Black, non-Hispanic	0	49,246	10,158.2	0	0
WHKG	Kindergarten Students – White, non-Hispanic	0	122,106	33,431.1	0	0
AM01	Grade 1 Students - American Indian/Alaska Native	0	9,632	825.6	0	0
AS01	Grade 1 Students - Asian/Pacific Islander	0	50,028	2,895.2	0	0
HI01	Grade 1 Students - Hispanic	0	244,280	14,582.9	0	0
BL01	Grade 1 Students - Black, non-Hispanic	0	50,527	10,617.2	0	0
WH01	Grade 1 Students - White, non-Hispanic	0	128,033	34,058.2	0	0
AM02	Grade 2 Students - American Indian/Alaska Native	0	8,742	788.4	0	0
AS02	Grade 2 Students - Asian/Pacific Islander	0	50,563	2,896.8	0	0
HI02	Grade 2 Students - Hispanic	0	239,336	13,965.1	0	0
BL02	Grade 2 Students - Black, non-Hispanic	0	48,979	10,389.2	0	0
WH02	Grade 2 Students - White, non-Hispanic	0	129,709	33,543.9	0	0
AM03	Grade 3 Students - American Indian/Alaska Native	0	8,670	774.3	0	0
AS03	Grade 3 Students - Asian/Pacific Islander	0	52,872	2,937.0	0	0
HI03	Grade 3 Students - Hispanic	0	237,995	13,670.5	0	0
BL03	Grade 3 Students - Black, non-Hispanic	0	50,863	10,343.9	0	0
WH03	Grade 3 Students - White, non-Hispanic	0	131,985	33,561.4	0	0
AM04	Grade 4 Students - American Indian/Alaska Native	0	8,651	779.9	0	0
AS04	Grade 4 Students - Asian/Pacific Islander	0	54,076	2,946.7	0	0
HI04	Grade 4 Students - Hispanic	0	237,845	13,309.7	0	0
BL04	Grade 4 Students - Black, non-Hispanic	0	47,244	10,198.1	0	0
WH04	Grade 4 Students - White, non-Hispanic	0	137,329	33,961.9	0	0

† Not applicable.

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APPENDIX B—Value Distribution and Field Frequencies for the Common Core of Data State Nonfiscal Survey of Public Elementary/Secondary Education: School Year 2005–06

Variable	Label	Minimum	Maximum	Mean	-1	-2
AM05	Grade 5 Students - American Indian/Alaska Native	0	8,875	787.6	0	0
AS05	Grade 5 Students - Asian/Pacific Islander	0	55,109	2,936.5	0	0
HI05	Grade 5 Students - Hispanic	0	238,413	13,314.1	0	0
BL05	Grade 5 Students - Black, non-Hispanic	0	49,822	10,522.8	0	0
WH05	Grade 5 Students - White, non-Hispanic	0	142,691	34,586.5	0	0
AM06	Grade 6 Students - American Indian/Alaska Native	0	8,963	820.8	0	0
AS06	Grade 6 Students - Asian/Pacific Islander	0	55,437	2,895.4	0	0
HI06	Grade 6 Students - Hispanic	0	237,974	12,975.2	0	0
BL06	Grade 6 Students - Black, non-Hispanic	0	48,334	10,972.0	0	0
WH06	Grade 6 Students - White, non-Hispanic	0	145,245	35,151.4	0	0
AM07	Grade 7 Students - American Indian/Alaska Native	0	9,126	857.0	0	0
AS07	Grade 7 Students - Asian/Pacific Islander	0	56,388	2,906.6	0	0
HI07	Grade 7 Students - Hispanic	0	234,545	13,078.6	0	0
BL07	Grade 7 Students - Black, non-Hispanic	0	51,808	11,429.7	0	0
WH07	Grade 7 Students - White, non-Hispanic	0	149,239	36,428.3	0	0
AM08	Grade 8 Students - American Indian/Alaska Native	0	9,376	875.3	0	0
AS08	Grade 8 Students - Asian/Pacific Islander	0	56,975	2,920.3	0	0
HI08	Grade 8 Students - Hispanic	0	226,884	12,663.0	0	0
BL08	Grade 8 Students - Black, non-Hispanic	0	50,710	11,261.5	0	0
WH08	Grade 8 Students - White, non-Hispanic	0	155,534	37,354.7	0	0
AM09	Grade 9 Students - American Indian/Alaska Native	0	9,524	1,033.6	0	0
AS09	Grade 9 Students - Asian/Pacific Islander	0	61,306	3,220.2	0	0
HI09	Grade 9 Students - Hispanic	0	255,527	14,604.3	0	0
BL09	Grade 9 Students - Black, non-Hispanic	0	61,918	13,584.4	0	0
WH09	Grade 9 Students - White, non-Hispanic	0	169,183	40,810.4	0	0
AM10	Grade 10 Students - American Indian/Alaska Native	0	8,466	890.1	0	0
AS10	Grade 10 Students - Asian/Pacific Islander	0	60,840	3,128.4	0	0
HI10	Grade 10 Students - Hispanic	0	224,279	12,202.4	0	0
BL10	Grade 10 Students - Black, non-Hispanic	0	50,321	11,021.1	0	0
WH10	Grade 10 Students - White, non-Hispanic	0	173,245	38,918.8	0	0
AM11	Grade 11 Students - American Indian/Alaska Native	0	7,646	766.7	0	0
AS11	Grade 11 Students - Asian/Pacific Islander	0	59,741	2,981.4	0	0
HI11	Grade 11 Students - Hispanic	0	191,713	9,949.7	0	0
BL11	Grade 11 Students - Black, non-Hispanic	0	42,682	9,043.8	0	0

† Not applicable.

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APPENDIX B—Value Distribution and Field Frequencies for the Common Core of Data State Nonfiscal Survey of Public Elementary/Secondary Education: School Year 2005–06

Variable	Label	Minimum	Maximum	Mean	-1	-2
WH11	Grade 11 Students - White, non-Hispanic	0	165,460	36,384.7	0	0
AM12	Grade 12 Students - American Indian/Alaska Native	0	6,834	684.4	0	0
AS12	Grade 12 Students - Asian/Pacific Islander	0	57,461	2,838.4	0	0
HI12	Grade 12 Students - Hispanic	0	164,869	8,628.1	0	0
BL12	Grade 12 Students - Black, non-Hispanic	0	37,241	7,853.3	0	0
WH12	Grade 12 Students - White, non-Hispanic	0	156,631	34,386.3	0	0
AMUG	Ungraded Students - American Indian/Alaska Native	0	758	101.7	0	32
ASUG	Ungraded Students - Asian/Pacific Islander	0	4,046	390.9	0	32
HIUG	Ungraded Students – Hispanic	0	41,257	4,254.3	0	32
BLUG	Ungraded Students - Black, non-Hispanic	0	40,783	3,750.9	0	32
WHUG	Ungraded Students - White, non-Hispanic	0	26,303	4,252.3	0	32
AM	Total Students - American Indian/Alaska Native	0	120,122	10,954.0	0	0
AS	Total Students - Asian/Pacific Islander	0	723,097	39,088.8	0	0
HI	Total Students – Hispanic	0	3,003,521	173,229.4	0	0
BL	Total Students - Black, non-Hispanic	0	667,216	142,486.5	0	0
WH	Total Students - White, non-Hispanic	0	1,915,449	471,167.9	0	0
AMREGDIP	Reg. Dipl. H.S. Complet. – American Indian/Alaska Native	0	6,422	562.5	5	0
ASREGDIP	Regular Dipl. H.S. Completers - Asian/Pacific Islander	0	50,224	2,678.5	5	0
HIREGDIP	Regular Dipl. H.S. Completers - Hispanic	0	129,671	7,573.4	5	0
BLREGDIP	Regular Dipl. H.S. Completers - Black, non-Hispanic	0	32,811	6,874.8	5	0
WHREGDIP	Regular Dipl. H.S. Completers - White, non-Hispanic	0	140,807	33,631.5	5	0
AMEQUIV	Individuals Passing GED Test – American Indian/Alaska Native	0	308	50.4	4	0
ASEQUIV	Individuals Passing GED Test - Asian/Pacific Islander	0	554	55.1	4	0
HIEQUIV	Individuals Passing GED Test - Hispanic	0	3,456	304.7	4	0
BLEQUIV	Individuals Passing GED Test - Black, non-Hispanic	0	1,724	316.4	4	0
WHEQUIV	Individuals Passing GED Test - White, non-Hispanic	0	9,416	1,636.4	4	0
AMOHC	Other H.S. Completers – American Indian/Alaska Native	0	178	20.4	4	19
ASOHC	Other H.S. Completers - Asian/Pacific Islander	0	269	42.9	4	19
HIOHC	Other H.S. Completers - Hispanic	0	2,538	232.8	4	19
BLOHC	Other H.S. Completers - Black, non-Hispanic	0	5,095	575.3	4	19
WHOHC	Other H.S. Completers - White, non-Hispanic	0	2,899	614.9	4	19

† Not applicable.

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APPENDIX B—Value Distribution and Field Frequencies for the Common Core of Data State Nonfiscal Survey of Public Elementary/Secondary Education: School Year 2005–06

IPKTCH

IPKTCH	Frequency	Percent	Cumulative Frequency	Cumulative Percent
A	1	1.7	1	1.7
C	4	6.8	5	8.5
I	1	1.7	6	10.2
P	3	5.0	9	15.3
R	50	84.8	59	100.0

IKGTCH

IKGTCH	Frequency	Percent	Cumulative Frequency	Cumulative Percent
A	1	1.7	1	1.7
C	4	6.8	5	8.5
P	2	3.4	7	11.9
R	52	88.1	59	100.0

IELMTCH

IELMTCH	Frequency	Percent	Cumulative Frequency	Cumulative Percent
A	4	6.8	4	6.8
P	2	3.4	6	10.2
R	52	88.1	58	98.3
T	1	1.7	59	100.0

ISECTCH

ISECTCH	Frequency	Percent	Cumulative Frequency	Cumulative Percent
P	2	3.4	2	3.4
R	56	94.9	58	98.3
T	1	1.7	59	100.0

Imputation flags:

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APPENDIX B—Value Distribution and Field Frequencies for the Common Core of Data State Nonfiscal Survey of Public Elementary/Secondary Education: School Year 2005–06

IUGTCH

IUGTCH	Frequency	Percent	Cumulative Frequency	Cumulative Percent
A	6	10.2	6	10.2
P	2	3.4	8	13.6
R	49	83.1	57	96.6
T	2	3.4	59	100.0

ITOTTCH

ITOTTCH	Frequency	Percent	Cumulative Frequency	Cumulative Percent
R	52	88.1	52	88.14
T	7	11.9	59	100.0

IAIDES

IAIDES	Frequency	Percent	Cumulative Frequency	Cumulative Percent
P	3	5.1	3	5.1
R	55	93.2	58	98.3
T	1	1.7	59	100.0

ICORSUP

ICORSUP	Frequency	Percent	Cumulative Frequency	Cumulative Percent
C	1	1.7	1	1.7
I	1	1.7	2	3.4
P	2	3.4	4	6.8
R	55	93.2	59	100.0

IELMGUI

IELMGUI	Frequency	Percent	Cumulative Frequency	Cumulative Percent
C	2	3.4	2	3.4
P	1	1.7	3	5.1
R	56	94.9	59	100.0

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APPENDIX B—Value Distribution and Field Frequencies for the Common Core of Data State Nonfiscal Survey of Public Elementary/Secondary Education: School Year 2005–06

ISECGUI

ISECGUI	Frequency	Percent	Cumulative Frequency	Cumulative Percent
C	2	3.4	2	3.4
P	1	1.7	3	5.1
R	56	94.9	59	100.0

ITOTGUI

ITOTGUI	Frequency	Percent	Cumulative Frequency	Cumulative Percent
P	1	1.7	1	1.7
R	54	91.5	55	93.2
T	4	6.8	59	100.0

ILIBSPE

ILIBSPE	Frequency	Percent	Cumulative Frequency	Cumulative Percent
P	1	1.7	1	1.7
R	58	98.3	59	100.0

ILIBSUP

ILIBSUP	Frequency	Percent	Cumulative Frequency	Cumulative Percent
C	2	3.4	2	3.4
I	1	1.7	3	5.1
P	4	6.8	7	11.9
R	52	88.1	59	100.0

ILEAADM

ILEAADM	Frequency	Percent	Cumulative Frequency	Cumulative Percent
P	2	3.4	2	3.4
R	57	96.6	59	100.0

Imputation flags:

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P - Imputation based on prior year's data

R - As reported by the state

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APPENDIX B—Value Distribution and Field Frequencies for the Common Core of Data State Nonfiscal Survey of Public Elementary/Secondary Education: School Year 2005–06

ILEASUP

ILEASUP	Frequency	Percent	Cumulative Frequency	Cumulative Percent
A	1	1.7	1	1.7
I	1	1.7	2	3.4
P	4	6.8	6	10.2
R	53	89.8	59	100.0

ISCHADM

ISCHADM	Frequency	Percent	Cumulative Frequency	Cumulative Percent
A	1	1.7	1	1.7
P	1	1.7	2	3.4
R	57	96.6	59	100.0

ISCHSUP

ISCHSUP	Frequency	Percent	Cumulative Frequency	Cumulative Percent
A	1	1.7	1	1.7
C	1	1.7	2	3.4
I	1	1.7	3	5.1
P	4	6.8	7	11.9
R	52	88.1	59	100.0

ISTUSUP

ISTUSUP	Frequency	Percent	Cumulative Frequency	Cumulative Percent
C	1	1.7	1	1.7
P	1	1.7	2	3.4
R	57	96.6	59	100.0

IOTHSUP

IOTHSUP	Frequency	Percent	Cumulative Frequency	Cumulative Percent
A	2	3.4	2	3.4
I	1	1.7	3	5.1
P	3	5.1	6	10.2
R	53	89.8	59	100.0

Imputation flags:

A - Adjustment

C - Combined with data provided elsewhere by the state

I - Imputation based on a method other than prior year's data

P - Imputation based on prior year's data

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APPENDIX B—Value Distribution and Field Frequencies for the Common Core of Data State Nonfiscal Survey of Public Elementary/Secondary Education: School Year 2005–06

IPK

IPK	Frequency	Percent	Cumulative Frequency	Cumulative Percent
A	1	1.7	1	1.7
I	1	1.7	2	3.4
R	56	94.9	58	98.3
T	1	1.7	59	100.0

IKG

IKG	Frequency	Percent	Cumulative Frequency	Cumulative Percent
R	59	100.0	59	100.0

IG01

IG01	Frequency	Percent	Cumulative Frequency	Cumulative Percent
R	59	100.0	59	100.0

IG02

IG02	Frequency	Percent	Cumulative Frequency	Cumulative Percent
R	58	98.3	58	98.3
T	1	1.7	59	100.0

IG03

IG03	Frequency	Percent	Cumulative Frequency	Cumulative Percent
R	58	98.3	58	98.3
T	1	1.7	59	100.0

IG04

IG04	Frequency	Percent	Cumulative Frequency	Cumulative Percent
R	59	100.0	59	100.0

Imputation flags:

A - Adjustment

C - Combined with data provided elsewhere by the state

I - Imputation based on a method other than prior year's data

P - Imputation based on prior year's data

R - As reported by the state

T - Total based on sum of internal or external detail

APPENDIX B—Value Distribution and Field Frequencies for the Common Core of Data State Nonfiscal Survey of Public Elementary/Secondary Education: School Year 2005–06

IG05				
IG05	Frequency	Percent	Cumulative Frequency	Cumulative Percent
R	59	100.0	59	100.0

IG06				
IG06	Frequency	Percent	Cumulative Frequency	Cumulative Percent
R	59	100.0	59	100.0

IG07				
IG07	Frequency	Percent	Cumulative Frequency	Cumulative Percent
R	59	100.0	59	100.0

IG08				
IG08	Frequency	Percent	Cumulative Frequency	Cumulative Percent
R	59	100.0	59	100.0

IG09				
IG09	Frequency	Percent	Cumulative Frequency	Cumulative Percent
R	59	100.0	59	100.0

IG10				
IG10	Frequency	Percent	Cumulative Frequency	Cumulative Percent
R	59	100.0	59	100.0

IG11				
IG11	Frequency	Percent	Cumulative Frequency	Cumulative Percent
R	59	100.0	59	100.0

Imputation flags:

- A - Adjustment
- C - Combined with data provided elsewhere by the state
- I - Imputation based on a method other than prior year's data
- P - Imputation based on prior year's data
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APPENDIX B—Value Distribution and Field Frequencies for the Common Core of Data State Nonfiscal Survey of Public Elementary/Secondary Education: School Year 2005–06

IG12

IG12	Frequency	Percent	Cumulative Frequency	Cumulative Percent
R	58	98.3	58	98.3
T	1	1.7	59	100.0

IUG

IUG	Frequency	Percent	Cumulative Frequency	Cumulative Percent
A	2	3.4	2	3.4
R	54	91.5	56	94.9
T	3	5.1	59	100.0

IMEMBER

IMEMBER	Frequency	Percent	Cumulative Frequency	Cumulative Percent
R	52	88.1	52	88.1
T	7	11.9	59	100.0

Imputation flags:

- A - Adjustment
- C - Combined with data provided elsewhere by the state
- I - Imputation based on a method other than prior year's data
- P - Imputation based on prior year's data
- R - As reported by the state
- T - Total based on sum of internal or external detail

**Appendix C—Glossary for the Common Core of Data State Nonfiscal Survey of
Public Elementary/Secondary Education:
School Year 2005–06**

APPENDIX C—Glossary for the Common Core of Data: School Year 2005–06

For the CCD to have comparable data across states, all states must abide by the same standard definitions when reporting on schools, students, and staff. To ensure a common understanding, definitions for critical terms are presented below. The glossary contains definitions for all variables and terms found on the CCD school, agency, or state files.

Alternative Education School

A public elementary/secondary school that addresses needs of students that typically cannot be met in a regular school; provides nontraditional education; serves as an adjunct to a regular school; and falls outside of the categories of regular, special education, or vocational education.

American Indian/Alaska Native

A person having origins in any of the original peoples of North America and who maintains cultural identification through tribal affiliation or community recognition.

Asian/Pacific Islander

A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands. This includes, for example, China, India, Japan, Korea, the Philippine Islands, and Samoa.

Black

A person having origins in any of the black racial groups of Africa.

Boundary Change

See “Operational Status, Agency” for definition. Name of term was changed to “Operational Status, Agency,” after 1997–98.

Charter School

A school providing free public elementary and/or secondary education to eligible students under a specific charter granted by the state legislature or other appropriate authority, and designated by such authority to be a charter school. Item was first collected in 1998–99.

Classroom Teacher

See “Teacher.”

Combined Statistical Area (CSA)

If an area that qualifies as a metropolitan area (MA) has more than one million people, two or more core-based statistical areas (CBSAs) may be defined within it. Each CBSA consists of a large urbanized county or cluster of counties (cities and towns in New England) that demonstrate very strong internal economic and social links, in addition to close ties to other portions of the larger area. When CBSAs are established, the larger MA of which they are component parts is designated a combined statistical area (CSA). CSAs and CBSAs are established only where local governments favor such designations for a large MA.

Core Based Statistical Area (CBSA)

Each CBSA must contain at least one urban area of 10,000 or more people. Under the Census standards, the county (or counties) in which at least 50 percent of the population resides within urban areas of 10,000 or more people, or

APPENDIX C—Glossary for the Common Core of Data: School Year 2005–06

that contains at least 5,000 people residing within a single urban area of 10,000 or more people, is identified as a “central county” (or counties). Additional “outlying counties” are included in the CBSA if they meet specified requirements of commuting to or from the central counties. Counties or equivalent entities form the geographic “building blocks” for metropolitan and micropolitan statistical areas throughout the United States and Puerto Rico.

Diploma, High School

A formal document certifying the successful completion of a secondary school program prescribed by the state education agency or other appropriate body.

Diploma Recipient

A student who has received a diploma during the previous school year or subsequent summer school.

District Locale Code

A code based upon the school locale codes to indicate the location of the district in relation to populous areas. (See also “Large City,” “Midsize City,” “Urban Fringe of a Large City,” “Urban Fringe of a Midsize City,” “Large Town,” “Small Town,” “Rural, Outside CBSA,” and “Rural, Inside CBSA.”)

Dropout

A student who was enrolled in school at some time during the previous school year; was not enrolled at the beginning of the current school year; has not graduated from high school or completed a state- or district-approved educational program; and does not meet any of the following exclusionary conditions: has transferred to another public school district, private school, or state- or district-approved educational program; is temporarily absent due to suspension or school-approved illness; or has died. Item was first collected in 1992–93.

Education Agency

A government agency administratively responsible for providing public elementary and/or secondary instruction or educational support services.

Elementary

A general level of instruction classified by state and local practice as elementary, composed of any span of grades not above grade 8; preschool or kindergarten included only if it is an integral part of an elementary school or a regularly established school system.

English Language Learner (ELL)

“English language learner (ELL)” was formerly referred to as “limited English proficient (LEP).” Refers to students being served in appropriate programs of language assistance (e.g., English as a Second Language, High Intensity Language Training, bilingual education). Does not include pupils enrolled in a class to learn a language other than English. Also, ELL students are individuals who were not born in the United States or whose native language is a language other than English; individuals who come from environments where a language other than English is dominant; or individuals who are American Indians or Alaskan Natives and who come from environments where a language other than English has had a significant impact on their level of English language proficiency; and who, by reason thereof, have sufficient difficulty speaking, reading, writing, or understanding the English language to deny such individuals the opportunity to learn successfully in classrooms where the language of instruction is English or to participate fully in our society. Item was first collected in 1998–99.

Federally Operated Education Agency

A federally operated agency that is charged, at least in part, with providing elementary and/or secondary instruction or support services.

Free Lunch Program

A program under the National School Lunch Act that provides cash subsidies for free lunches to students based on family size and income criteria.

Full-time Equivalency (FTE)

The amount of time required to perform an assignment stated as a proportion of a full-time position and computed by dividing the amount of time employed by the time normally required for a full-time position.

General Educational Development (GED) Test

A comprehensive test used primarily to appraise the educational development of students who have not completed their formal high school education and who may earn a high school equivalency certificate through achievement of satisfactory scores.

Grade Span Offered

The span of grades intended to be served by a school or agency, whether or not there are students currently enrolled in all grades. If a high school also has a prekindergarten program, the grade span of the high school is reported as a high school, not as a PK–12 school. For example, if a school has PK as well as grades 9, 10, 11, and 12, the grade span will be reported as grades 9 through 12 (0912). Also, the ungraded designation (UG) cannot be used in a grade span unless the whole school consists of ungraded students, and in this case the grade span is reported as UGUG. “Grade span” was calculated from school membership through 1997–98 and first collected as a separate item in 1998–99.

Graduate, High School

A high school graduate is defined as an individual who received a diploma recognizing the completion of secondary school requirements during the previous school year and subsequent summer school. It excludes high school equivalency and other high school completers (e.g., those granted a certificate of attendance).

Guidance Counselor/Director

Professional staff assigned specific duties and school time for any of the following activities in an elementary or secondary setting: counseling with students and parents; consulting with other staff members on learning problems; evaluating student abilities; assisting students in making educational and career choices; assisting students in personal and social development; providing referral assistance; and/or working with other staff members in planning and conducting guidance programs for students. The state applies its own standards in apportioning the aggregate of guidance counselors/directors into the elementary and secondary level components.

Head Start Program

A federally funded program that provides comprehensive educational, social, health, and nutritional services to low-income preschool children and their families, and children from ages 3 to school entry age (i.e., the age of compulsory school attendance). Head Start students and teachers are reported on the CCD only when the program is administered by a local education agency.

High School Completion Count

A count of graduates and other high school completers including diploma recipients and other high school completers.

High School Equivalency Certificate

A formal document certifying that an individual met the state requirements for high school graduation equivalency by obtaining satisfactory scores on an approved examination, and meeting other performance requirements (if any) set by a state education agency or other appropriate body.

High School Equivalency Recipient

Individual age 19 years or younger who received a high school equivalency certificate during the previous school year or subsequent summer. Item was last reported on the Local Education Agency Survey in 1990–91, but was collected by the State Nonfiscal Survey through 2002–03. Beginning with the 2003–04 collection, the item was replaced by the number of individuals age 19 or younger who passed the GED examination, as reported by the GED Testing Service.

High School Graduate, Other Programs

A student who received a high school diploma, equivalency diploma, or other completion credential during the previous school year or subsequent summer school; the credential is based upon completion of other than the standard high school requirements or is achieved through nontraditional means. Term was last used in 1986–87. See “Other Diploma Recipient,” “High School Equivalency Recipient,” and “Other High School Completer.”

High School Graduate, Regular Day School

A student who received a high school diploma during the previous school year or subsequent summer school; the diploma is based upon completion of high school requirements through traditional means. Term was last used in 1986–87. See “Regular Diploma Recipient.”

Hispanic

A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.

Individualized Educational Program (IEP)

A written instructional plan for students with disabilities designated as special education students under the Individuals With Disabilities Education Improvement Act (IDEA), Part B. The written instructional plan includes a statement of the child’s present level of educational performance; a statement of annual goals, including short-term instructional objectives; a statement of specific educational services to be provided and the extent to which the child will be able to participate in regular educational programs; the projected date for initiation and anticipated duration of services; the appropriate objectives, criteria, and evaluation procedures; and the schedule for determining, on at least an annual basis, whether instructional objectives are being achieved.

Instructional Aide

Staff member assigned to assist a teacher with routine activities associated with teaching, i.e., activities requiring minor decisions regarding students, such as monitoring, conducting rote exercises, operating equipment, and clerking. Includes only paid staff, and excludes volunteer aides.

Instructional Coordinators and Supervisors

Persons who supervise instructional programs at the school district or subdistrict level: category includes educational television staff; coordinators and supervisors of audiovisual services; curriculum coordinators and in-service training staff; Title I coordinators and home economics supervisors; and staff engaged in the development of computer-assisted instruction. School-based department chairpersons are excluded.

Kindergarten

A group or class that is part of a public school program and is taught during the year preceding first grade.

Large City

A principal city of a metropolitan CBSA, with the city having a population greater than or equal to 250,000. (See also “Locale Code.”) Prior to 1994–95, “Large City” was defined as a principal city of a metropolitan area with a population of 400,000 or more, or a population density of at least 6,000 people per square mile.

Large Town

An incorporated place or Census-designated place with a population greater than or equal to 25,000 and located outside a metropolitan CBSA or inside a micropolitan CBSA.

Latitude

Latitude is the north or south angular distance from the equator that, when combined with longitude, reflects an estimation of where the school is physically situated on the street segment to which it was coded. Latitudes that are north of the equator are shown with a prefix of “N” while those south of the equator have a prefix of “S”. Coordinate degrees, minutes, and seconds have been converted to and are displayed in terms of their decimal equivalent. The first 3 digits of the code represent the number of degrees from the equator; the last 6 digits represent the fraction of the next degree carried out to six decimal places, with an implied decimal. For example, if a school’s latitude is 30 degrees, 30 minutes north, then it is shown as 030500000.

Local Education Agency (LEA) Administrative Support Staff

All staff members who provide direct support to LEA administrators, business office support, and data processing.

LEA Administrator

Chief executive officers of education agencies, including superintendents, deputies, and assistant superintendents; other persons with districtwide responsibilities, e.g., business managers, administrative assistants, and professional instructional support staff. Excludes supervisors of instructional or student support staff.

Librarian

A professional staff member or supervisor assigned specific duties and school time for professional library services activities. These include selecting, acquiring, preparing, cataloging, and circulating books and other printed materials; planning the use of the library by students, teachers, and instructional staff; and guiding individuals in the use of library books and material maintained separately or as a part of an instructional materials center.

Library and Media Support Staff

Staff member who renders other professional library and media services; also includes library aides and those involved in library/media support. Duties include selecting, preparing, caring for, and making available to instructional staff, equipment, films, filmstrips, transparencies, tapes, TV programs, and similar materials

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maintained separately or as part of an instructional materials center. Also included are activities in the audiovisual center, TV studio, related work-study areas, and services provided by audiovisual personnel.

Limited-English Proficient (LEP)

See “English Language Learner (ELL).”

Locale Code

Locale code is defined based on how the school is situated in a particular location relative to populous areas, based on the school’s address. (See also “Large City,” “Midsize City,” “Urban Fringe of a Large City,” “Urban Fringe of a Midsize City,” “Large Town,” “Small Town,” “Rural, Outside CBSA,” and “Rural, Inside CBSA.”)

Longitude

Longitude is the east or west angular distance from the prime meridian that, when combined with latitude, reflects an estimation of where the school is physically situated on the street segment to which it was coded. Longitude values west of the prime meridian are shown with a prefix of “-“ and longitudes east of the prime meridian are shown with a prefix of “+”. Coordinate degrees, minutes, and seconds have been converted to and are displayed in terms of their decimal equivalent. The first 3 digits of the code represent the number of degrees from the prime meridian; the last 6 digits represent the fraction of the next degree carried out to six decimal places, with an implied decimal. For example, if a school’s longitude is 90 degrees, 15 minutes west, then it is shown as -090250000.

Magnet School or Program

A special school or program designed to attract students of different racial/ethnic backgrounds for the purpose of reducing, preventing, or eliminating racial isolation (50 percent or more minority enrollment); and/or to provide an academic or social focus on a particular theme (e.g., science/math, performing arts, gifted/talented, or foreign language). Item was first collected in 1998–99.

Media Specialist

Directors, coordinators, and supervisors of media centers. See “Library and Media Support Staff.”

Membership

The count of students on the current roll taken on the school day closest to October 1, by using either the sum of original entries and re-entries minus total withdrawals or the sum of the total present and the total absent.

Metropolitan Statistical Area (MSA)

An area consisting of one or more contiguous counties (cities and towns in New England) that contain a core area with a large population nucleus, as well as adjacent communities having a high degree of economic and social integration with that core.

Metropolitan Status (Metro Status)

Metro status is defined as the classification of an education agency’s service area relative to a CBSA. (See also Metropolitan Statistical Area.)

Micropolitan Statistical Area

A core based statistical area associated with at least one urban cluster that has a population of at least 10,000 but less than 50,000. The micropolitan statistical area comprises the central county or counties that contain the core, plus adjacent outlying counties having a high degree of social and economic integration with the central county as measured through commuting.

Midsized City

A principal city of a metropolitan CBSA, with the city having a population less than 250,000. (See also “Locale Code.”) Prior to 1994–95, term was defined as a central city of a metropolitan area with a population less than 400,000 and a population density less than 6,000 people per square mile.

Migrant Student

Defined under 34 CFR (Code of Federal Regulations) 200.40: (1) (a) Is younger than 22 (and has not graduated from high school or does not hold a high school equivalency certificate), but (b) if the child is too young to attend school-sponsored educational programs, is old enough to benefit from an organized instructional program; and (2) A migrant agricultural worker or a migrant fisher or who has a parent, spouse, or guardian who is a migrant agricultural worker or a migrant fisher; and (3) Performs, or has a parent, spouse, or guardian who performs qualifying agricultural or fishing employment as a principal means of livelihood; and (4) Has moved within the preceding 36 months to obtain or to accompany or join a parent, spouse, or guardian to obtain, temporary or seasonal employment in agricultural or fishing work; and (5) Has moved from one school district to another; or in a state that is comprised of a single school district, has moved from one administrative area to another within such district; or resides in a school district of more than 15,000 square miles, and migrates a distance of 20 miles or more to a temporary residence to engage in a fishing activity. (Provision 5 currently applies only to Alaska.) Item was first collected in 1998–99.

Officials and Administrators

Chief executive officers of education agencies, including superintendents, deputies, and assistant superintendents; and other persons with districtwide responsibilities, such as business managers, administrative assistants, etc.

Operational Status, Agency

Classification of changes in an education agency’s boundaries or jurisdiction. Classifications include no change, currently in operation; closed with no effect on another agency’s boundaries; new agency with no effect on another agency’s boundaries; added; significant change in geographic boundaries or instructional responsibility; temporarily closed and may reopen within 3 years; scheduled to be operational within 2 years. Prior to 1998–99, the term “Boundary Change” was used.

Operational Status, School

Classification of the operational condition of a school. Classifications include currently operational; closed; new; added; changed agency; temporarily closed and may reopen within 3 years; and scheduled to be operational within 2 years.

Other Diploma Recipient

A student who received a diploma through other than a regular school program during the previous school year or subsequent summer. Last reported in 1997–98; combined with “Regular Diploma Recipient” in 1998–99, with both categories reported as “Diploma Recipient.”

Other High School Completer

Student who has received a certificate of attendance or other certificate of completion in lieu of a diploma during the previous school year and subsequent summer school.

Other Support Staff

Staff who serve in a support capacity and who are not included in the categories of central office administrative support, library support, student support, or school administrative support: e.g., data processing staff; bus drivers; and health, building, equipment maintenance, security, and cafeteria workers.

Prekindergarten Student

Student who is enrolled in a group or class that is part of a public school program taught during the year or years preceding kindergarten, excluding Head Start students unless part of an authorized public education program of a local education agency.

Prekindergarten Teacher

Teacher of a group or class that is part of a public school program that is taught during the year or years preceding kindergarten; includes teachers of Head Start students if part of authorized public education program of a local education agency.

Principal City

The largest city in each metropolitan or micropolitan statistical area is designated a “principal city.” Additional cities qualify if specified requirements are met concerning population size and employment. The title of each metropolitan or micropolitan statistical area consists of the names of up to three of its principal cities and the name of each state into which the metropolitan or micropolitan statistical area extends. Titles of metropolitan divisions also typically are based on principal city names but in certain cases consist of county names. (See also “Locale Code.”)

Public School

An institution that provides educational services and has one or more grade groups (PK–12) or that is ungraded, has one or more teachers to give instruction, is located in one or more buildings, has an assigned administrator, receives public funds as primary support, and is operated by an education agency.

Reduced-Price-Lunch Student

A student who is eligible to participate in the Reduced-Price Lunch Program under the National School Lunch Act. (See also “Free Lunch Program”)

Regional Education Service Agency

Agency providing services to a variety of local education agencies, or a county superintendent serving the same purposes.

Regular Diploma Recipient

See “High School Graduate, Regular Day School.” Last reported in 1997–98; combined with “Other Diploma Recipient” in 1998–99, with both categories reported as “Diploma Recipient.”

Regular School

A public elementary/secondary school that does not focus primarily on vocational, special, or alternative education.

Rural

Any incorporated place, Census-designated place, or non-place territory not within a metropolitan CBSA or within a micropolitan CBSA and defined as rural by the Census Bureau. From 1998–99 onward, the category was separated into “Rural, Inside CBSA” and “Rural, Outside CBSA.”

Rural, Inside CBSA

Any incorporated place, Census-designated place, or non-place territory within a metropolitan CBSA and defined as rural by the Census Bureau. Category represents a subset of “Rural,” and was introduced in 1998–99. (See also “Locale Code.”)

Rural, Outside CBSA

Any incorporated place, Census-designated place, or non-place territory not within a metropolitan CBSA or within a micropolitan CBSA and defined as rural by the Census Bureau. Category represents a subset of “Rural,” and was introduced in 1998–99. (See also “Locale Code.”)

School Administrative Support Staff

Staff whose activities are concerned with support of the teaching and administrative duties of the office of the principal or department chairpersons; this includes clerical staff and secretaries.

School Administrator

Staff member whose activities are concerned with directing and managing the operation of a particular school, including principals, assistant principals, and other assistants; and those who supervise school operations, assign duties to staff members, supervise and maintain the records of the school, and coordinate school instructional activities with those of the education agency, including department chairpersons.

School District

An education agency or administrative unit that operates under a public board of education.

Secondary

The general level of instruction classified by state and local practice as secondary and composed of any span of grades beginning with the next grade following the elementary grades and ending with or below grade 12.

Shared Time School

A school offering vocational/technical education or other education services, in which some or all of the students are enrolled at a different school of record and attend the shared time school on a part-day basis: for example, a regional vocational center attended by students from multiple high schools on a part-day basis.

Small Town

An incorporated place or Census Designated Place (CDP) with a population less than 25,000 and greater than or equal to 2,500 and located outside a metropolitan CBSA or inside a micropolitan CBSA. (See also “Locale Code.”)

Special Education School

A public elementary/secondary school that focuses primarily on special education—including instruction for any of the following: autism, deaf-blindness, developmental delay, hearing impairment, mental retardation, multiple disabilities, orthopedic impairment, serious emotional disturbance, specific learning disability, speech or language impairment, traumatic brain injury, visual impairment, and other health impairments—and that adapts curriculum, materials, or instruction for students served.

State Education Agency (SEA)

An agency of the state charged with primary responsibility for coordinating and supervising public instruction, including setting standards for elementary and secondary instructional programs.

State-Operated Agency

Agency that is charged, at least in part, with providing elementary and/or secondary instruction or support services. Examples include elementary/secondary programs operated by the state for the deaf or blind; and programs operated by state correctional facilities.

Student

An individual for whom instruction is provided in an elementary or secondary education program that is not an adult education program and is under the jurisdiction of a school, school system, or other education institution.

Student Support Services Staff

Staff members whose activities are concerned with the direct support of students and who nurture, but do not instruct, students. Includes attendance officers; staff providing health, psychology, speech pathology, audiology, or social services; and supervisors of the preceding staff and of health, transportation, and food service workers.

Supervisory Union

An education agency where administrative services are performed for more than one school district by a common superintendent.

Teacher

An individual who provides instruction to prekindergarten, kindergarten, grade 1–12, or ungraded classes; or individuals who teach in an environment other than a classroom setting and who maintain daily student attendance records.

Title I Eligible School

A school designated under appropriate state and federal regulations as being eligible for participation in programs authorized by Title I of Public Law 103-382. Item was first collected in 1998–99.

Title I Schoolwide Program

A school in which all pupils are designated under appropriate state and federal regulations as being eligible for participation in programs authorized by Title I of Public Law 103-382. Item was first collected in 1998–99.

Ungraded Student

Individual assigned to class or program that does not have standard grade designations.

Urban Fringe

A closely settled area, contiguous to a principal city, outside a principal city; with a minimum population of 2,500 inhabitants; with a population density of at least 1,000 per square mile; and with a Census Urbanized Area Code. (See also “Locale Code.”)

Urban Fringe of a Large City

Any incorporated place, Census-designated place, or non-place territory within a metropolitan CBSA of a large city and defined as urban by the Census Bureau. Prior to 1994–95, defined as any incorporated place, Census-designated place, or non-place territory within a CBSA or CSA and defined as urban by the Census Bureau, with a principal city with a population of 400,000 or more, or a population density of at least 6,000 people per square mile. (See also “Locale Code.”)

Urban Fringe of a Midsize City

Any incorporated place, Census-designated place, or non-place territory within a CBSA of a midsize city and defined as urban by the Census Bureau. Prior to 1994–95, defined as any incorporated place, Census-designated place, or non-place territory within a CBSA or CSA and defined as urban by the Census Bureau, with a principal city with a population less than 400,000, or a population density less than 6,000 people per square mile. (See also “Locale Code.”)

Urbanized Area

An area with a population concentration of at least 50,000—generally consisting of a principal city and the surrounding, closely settled, contiguous territory—and with a population density of at least 1,000 inhabitants per square mile.

Vocational Education School

A public elementary/secondary school that focuses primarily on providing formal preparation for semiskilled, skilled, technical, or professional occupations for high school-age students who have opted to develop or expand their employment opportunities, often in lieu of preparing for college entry.

White

A person having origins in any of the original peoples of Europe, North Africa, or the Middle East.