

# ADVISER

Advanced Data Views  
Improving Student  
Educational Response

The  
NDE – Nebraska Department of Education  
SIS – Student Information System  
SRS – Student Record System  
Connection

SRS AND ADVISER DATA PUBLISHING

# NDE NEBRASKA DEPARTMENT OF EDUCATION

- Collects student data from SIS - Student Information System
- Collects SPED data from SRS - Student Record System
  - SRS ADVISER Report
- Only one of the two (SIS or SRS) can publish data to NDE
- Collected data must match between the SIS and SRS
- Data can be viewed by the district in the NDE portal
- ADVISER Data Elements for the current school year can be found here:  
<https://www.education.ne.gov/dataservices/adviser-resources/#1533221816265-b51e789f-abfc>





# SIS STUDENT INFORMATION SYSTEM

- PS – PowerSchool
- IC – Infinite Campus
- GES – GoEdustar
- JMC
- NebSIS
- Synergy
- CP – ChildPlus



# SRS STUDENT RECORD SYSTEM

- Unique 10 digit state ID is required
  - In Edit student section
  - Used to include the student's record in the SRS ADVISER report
- Each student is different.
  - One record in the SRS ADVISER Report for the school year or multiple
  - Edits need to be done at the district level
  - The most current data and records to refer to
- **SRS does not have access to the NDE portal**

# SRS PUBLISHING

- Ensure SIS and SRS are NOT BOTH publishing SPED records
- Publishing is enabled or disabled in the District settings
- Open an SRS help ticket if turning on publishing for the first time

## District: ADVISER DISTRICT

[District Information](#) [District Settings](#) [IEP Summary](#) [Import/Export ADVISER Data](#) [Optional Features](#) [District Logo](#)

[Progress Report Dates](#) 504

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**Note:** 2022-11-14 Fields followed by an asterisk \* are required

District Imports it's students

ADVISER Data Publishing

District Import Code

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# What generates an ADVISER record to be published in SRS?

1. Finalization of IEP/IEP Card when the following conditions are met
  - a. Finalized MDT/MDT Card
  - b. State ID saved on Student Info page
2. Reactivation of student's account that had previously been exited from SPED
  - a. Old data published to ADVISER if any finalized MDT and IEP is on file
3. Save Edit Student page
  - a. When ADVISER record fails to generate even when IEP and MDT are finalized
  - b. No change to data needed, just click Save
4. Manual creation of ADVISER Record

# CHECKING AND RESOLVING ERRORS

- Most recent report of records sent to NDE from SRS is under the reports tab by current school year.
- Sent from SRS to NDE about once a minute
- Errors in SRS ADVISER are reprocessed about every hour.



# ADVISER REPORT SEARCH

ADVISER Reports for the 202□-202□ School Year

Please select a school District

Select District

Build ADVISER Reports.

Search:

Name	SRS ID	State ID	District Name	School Name
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- Select your district and submit
- Searchable by name, state ID, etc.
- Or search for a specific error

# PUBLISHING REQUIREMENTS

Result Error	School Last Publish	Details	Options
S 201:	Elementary Exit Date: Form ID: Publish Time: February 25, 2012 12:31 AM State Id:	Begin Date: 2012-07-01 Exit Date: Exit Reason: Special Ed Setting: 20 Level Program Participation: 05 Placement Type: 0 To Take Alt Assessment: no Disabilities: 01 Speech/Language: yes Occupational Therapy: no Physical Therapy: no	<b>SRS TOOLS</b> Service Source: IEP Disability Source: MDT Edit Student Screen Forms Screen  <b>ADVISER TOOLS</b> Override Data Remove Record Create MDT Data Card Create IEP Data Card Republish Data

## Status codes

S = Success

W = Waiting/Processing

E = Error

D = Deleting

- State ID must be in the Edit Student screen to create a record.
- Details section is published to ADVISER.
- Status codes will update as the record is processed.
- A new record will be generated
- **Record Details**

# SOURCES AND TOOLS

Result Error	School Last Publish	Details	Options
S 201:	Elementary Exit Date: Form ID: Publish Time: February 25, 2012 12:31 AM State Id:	Begin Date: 2012-07-01 Exit Date: Exit Reason: Special Ed Setting: 20 Level Program Participation: 05 Placement Type: 0 To Take Alt Assessment: no Disabilities: 01 Speech/Language: yes Occupational Therapy: no Physical Therapy: no	<b>SRS TOOLS</b> Service Source: IEP Disability Source: MDT Edit Student Screen Forms Screen  <b>ADVISER TOOLS</b> Override Data Remove Record Create MDT Data Card Create IEP Data Card Republish Data

- Sources - the most recent finalized form
- At least one record per student
- Additional records
- Initial record will have an exit date and reason (SPED99 = record change).
- Current record will be blank like the sample above.
- ADVISER Tools: Override, Remove and Republish

# GENERAL ERROR RESOLUTION

- Are the SRS records publishing to ADVISER?
- Is the data in the published records correct?
- Does the published data align with what the SIS has published?
- Is the student not listed in ADVISER report?
  - New student / forms not finalized?
  - Is an MDT, IEP or IFSP Data Card needed?

*Note: New and changed ADVISER records are published from SRS to ADVISER about every minute. Errors are retried every hour.*

# GENERAL SRS FIXES

<https://nebraska.jitbit.com/helpdesk/KB>

- Two presentations in the Knowledge Base
  - [breakdown](#) of the records and how the information is collected
  - [workday](#) with a video of additional steps
- Look at the source in the tools
- Make corrections to the source form
- If source form does not update automatically, you can [override](#)
- Extra records can be removed with the Remove Record
- If additional records are needed, they can be [manually](#) added.
- [SPED99](#) is not an error. It is the systems way to indicate a change in the student's data.

Result Error	School Last Publish	Details	Options
S 201:	Adams Central Elementary Exit Date: Form ID:149130 Publish Time: February 25, 2022 12:31 AM State Id:4623974979	<b>Begin Date:</b> 2021-07-01 <b>Exit Date:</b> <b>Exit Reason:</b> <b>Special Ed Setting:</b> 20 <b>Level Program Participation:</b> 05 <b>Placement Type:</b> 0 <b>To Take Alt Assessment:</b> no <b>Disabilities:</b> 01 <b>Speech/Language:</b> yes <b>Occupational Therapy:</b> no <b>Physical Therapy:</b> no	<b>SRS TOOLS</b> <a href="#">Service Source: IEP</a> <a href="#">Disability Source: MDT</a> <a href="#">Edit Student Screen</a> <a href="#">Forms Screen</a>  <b>ADVISER TOOLS</b> <a href="#">Override Data</a> <a href="#">Remove Record</a> <a href="#">Create MDT Data Card</a> <a href="#">Create IEP Data Card</a> <a href="#">Republish Data</a>

ADVISER Data Override Form for the 20[ ]-20[ ] School Year

State ID: 80000001

First Name: Andy

Last Name: Asparagus

Grade: EI 0-2

District: ADVISER DISTRICT

School: ADVISER SCHOOL

Begin Date: 2022-07-01

End Date:

Exit Reason:

Initial Special Education Entry Date: 2018-11-01

Current IEP/IFSP Begin Date:

Special Education Setting for All Grades: 01 - Home (birth to 2)

Primary Disability: 01 - Emotional Disturbance

**Additional Disabilities**

- Autism
- Deaf or Hard of Hearing
- Deaf-Blindness
- Developmental Delay
- Emotional Disturbance
- Intellectual Disability
- Multiple Impairment
- Orthopedic Impairment
- Other Health Impairment
- Specific Learning Disability
- Speech Language Impairment
- Traumatic Brain Injury
- Visual Impairment

Special Education Program: Part C / Part B

Part C to B Transition Delay Reason: Not Applicable

Placement Type: E - Not Applicable

Services:

Speech Language Therapy:

Occupational Therapy:

Physical Therapy:

To Take Alternate Test:  Yes  No

Submit

# OVERRIDE

- 01 - Home (birth to 2 )
- 02 - Community
- 03 - Other
- 05 - Separate School (3 to 5 or 6 to 21)
- 06 - Separate Class
- 07 - Residential Facility (3 to 5 or 6 to 21)
- 08 - Home (3 to 5)
- 09 - Service Provider Location
- 16 - Regular Early Childhood Program, 10+ h/wk; Services at EC Program
- 17 - Regular Early Childhood Program, 10+ h/wk; Services outside EC Program
- 18 - Regular Early Childhood Program, <10 h/wk; Services at EC Program
- 19 - Regular Early Childhood Program, <10 h/wk; Services outside EC Program
- 13 - Homebound/Hospital
- 14 - Private School or Exempt (home) School (Do not use after the 2024-2025 school year)
- 15 - Correction/Detention Facility
- 20 - Public School - Inside regular class 80% or more of the day
- 21 - Public School - Inside regular class 40% through 79% of the day
- 22 - Public School - Inside regular class less than 40% of the day
- 23 - Nonpublic School or Exempt (Home) School- Inside Regular Class 80% or More of the Day with an IEP
- 24 - Nonpublic School or Exempt (Home) School- Inside Regular Class 40% through 79% of the Day with an IEP
- 25 - Nonpublic School or Exempt (Home) School- Inside Regular Class Less than 40% of the Day with an IEP
- 26 - Nonpublic School Student with an ESP

ADVISER Reports for the 20[ ]-20[ ] School Year

Please select a school District

Select District: [ ] Submit

Build ADVISER Reports

Enter State Id

State Id

Enter state id

Create Form

Close

Search: [ ]

Name	SRS ID	State ID	District Name	School Name
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- 01 - Emotional Disturbance
- 02 - Deaf-Blindness
- 03 - Hearing Impaired
- 07 - Multiple Impairments
- 08 - Orthopedic Impairment
- 09 - Other Health Impairment
- 10 - Specific Learning Disability
- 11 - Speech Language Impairment
- 12 - Visual Impairment
- 13 - Autism
- 14 - Traumatic Brain Injury
- 15 - Developmental Delay (Birth to Age 9 ONLY)
- 16 - Intellectual Disability

Part C  Part B

Not Applicable

- Parent Refused Consent
- Parent Chose to Remain in Part C
- Other (a reason that does not match the above cases)

- 0 - Not Applicable
- 2 - Nonpublic Placement - Other than Parental Placement
- 3 - Nonpublic Placement - Parent Placement SPED Services from Resident District Student on IEP
- 4 - Nonpublic Placement - Parent Placement SPED Services Student on EquitableService Plan

# GENERAL ERRORS

- ADVISER SPED99 - Change – Not an error
- ADVISER 283 error SpEd Reason Exited Not Valid
- ADVISER 286 Error - Part B Setting Code
- ADVISER 400 error - Invalid Data
- ADVISER 403 error - Improper SIS Data
- ADVISER 409 Error - Student not found
- ADVISER 413 error - Exit Record
- ADVISER 455 Error – PK Grade Students Are Not Reported EC or SpEd Program
- ADVISER 459 error - Placement Type/Setting Code
- ADVISER 499 Error - Out of Range for DD
- ADVISER 546 Error - Exit Date Differences
- ADVISER 601 error - Begin Date
- ADVISER 602 error - Student Missing Unique ID
- ADVISER 603 error - Overlapping Dates
- ADVISER 711 error - No SPED Record
- ADVISER 726 error - Multiple SPED Records
- ADVISER 728 Error - Invalid Setting Code Part C
- ADVISER 729 Error Invalid Special Education Setting Code for IDEA Part B Participant
- ADVISER 732 Error - Conflicting Exit Reason
- ADVISER 750 error - No Exit Reason
- ADVISER 758 error - No Course Sections
- ADVISER 759 Error: EC Student no Course Sections
- ADVISER 780 error - Invalid Setting Code
- 798: Warning Student Is Age 3 With a Program Code of Part C and No Part C Transition Delay Reason

# TRANSFERS

When the transfers occur over the summer, the dates still must match.

- The exit date that the SRS file leaves the district should be the same exit date in the SIS.
- Previous school year ends 6-30-XX
- Current school year begins 7-1-XX

NDE counts all 365 days of the year.

If the kiddo transfers in the summer on August 1st:

- The previous school will need a record to begin 7-1-XX to exit 7-31-XX with an exit reason
- The new school would need a record to begin 8-1-XX and no exit data.

# WORKDAYS

- NDE, SRS, and the various SIS staff create a schedule of workdays for districts to be able to join.  
<https://help.education.ne.gov/knowledge-base/workdays/>
- This allows the multiple entities to be able to work together to clear the errors.
- There are specific cutoff dates for the data that NDE will accept.
  - For example:
    - The prior year cutoff for 2025-2026 SPED data is 6-30-26.
    - The prior year cutoff for 2025-2026 all data is 10-1-26.
    - The current year cutoff for 2026-2027 data is 10-1-26.
    - The cutoff for federal reporting is 10-31-26.
    - There is a limited time that the locked data can be updated.
    - Changing the locked data is a separate request to NDE.  
[ADVISERHelp@NebraskaCloud.org](mailto:ADVISERHelp@NebraskaCloud.org)

# ANNUAL ADVISER DATES

## Schedule of workdays

- NDE
- SRS
- SIS staff
- <https://help.education.ne.gov/knowledge-base/workdays/>
- Fall
  - Sep - Oct - workdays
  - Oct 1 – snapshot
  - Oct 15 – current data end - NDE will start looking at the data for federal reporting
  - Oct 31 - data edit window closes - all data is locked for current year
- Assessment Workday
  - Dec - alt assess
- End of year
  - May - Jun - workdays
  - Jun 15 - due date
  - Jun 30 - Year end - SPED data closes

# THE SRS TEAM



**Scott Isaacson**  
*Chief  
Information  
Officer*



**Anthony Maggio**  
*Senior Software  
Developer*



**Rita McKinney**  
*Communications  
Specialist - SRS  
Training & Support*



**Todd Hatcher**  
*Assistant  
Technology  
Director*



**Lake Gatton**  
*Software  
Developer*

Contact Us: [srs-help@esucc.org](mailto:srs-help@esucc.org) or 402-597-4994

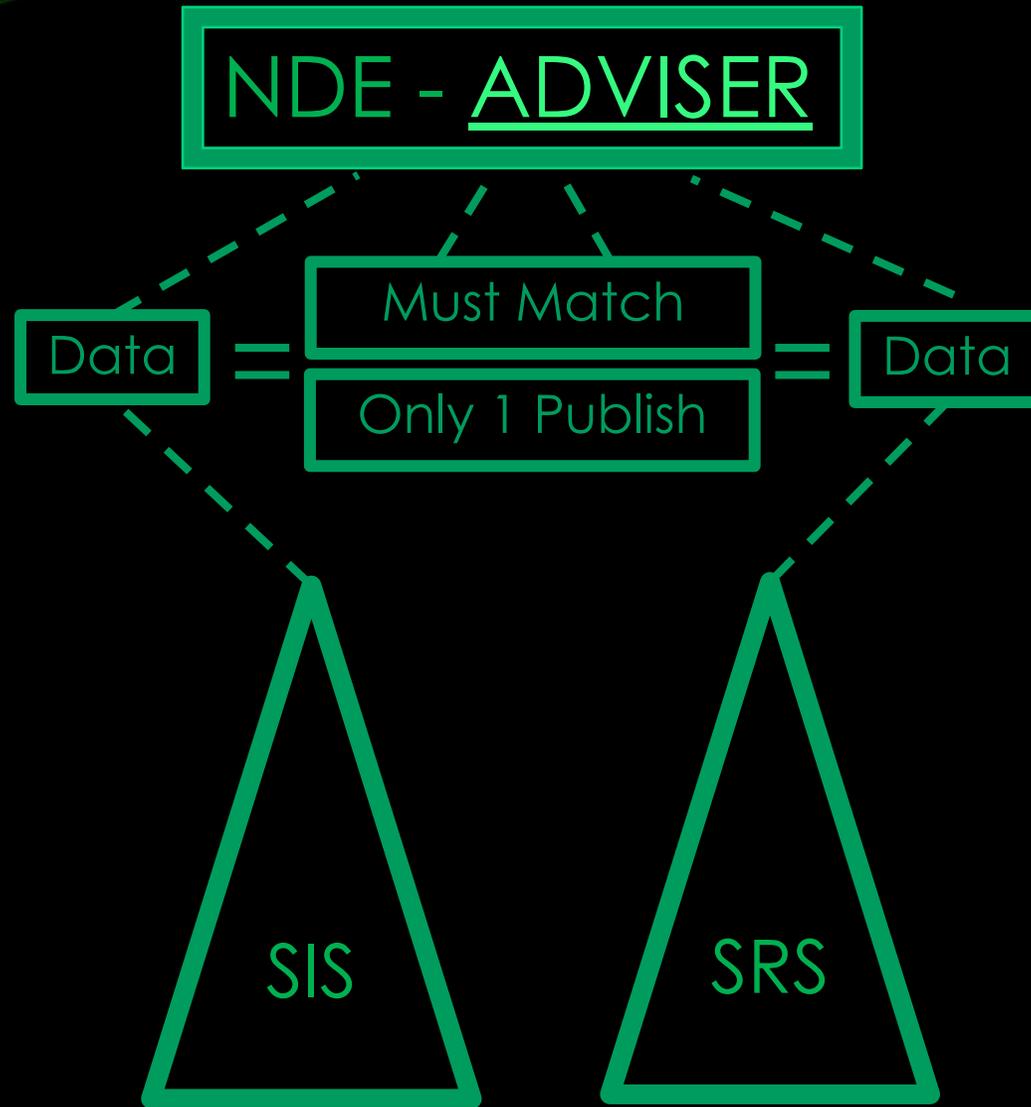
## SRS Help Desk

For technical assistance with the SRS application:

- Check the [Help Desk Knowledge Base](#) for solutions to common issues
- [Click here to submit a helpdesk](#) ticket if the Knowledge Base doesn't help.

When reporting an issue, please include

- Your name
  - Your username if this issue is account related
  - Name or ID of students experiencing SRS issues
  - What form is being worked on
  - The SRS Help Desk will never ask for your password
- 
- OR call by phone at **402-597-4994**



Thank you for joining us. Have a great year!!



# Submit a Late Data Request for ADVISER Data

1. Once in the Consolidated Data Collection (CDC), select Request to Submit Data Late or Make Data Changes
2. Select Click to Submit Request button
3. Cohort: No
4. Type of Collection: ADVISER
5. School Year: 20XX-20XX (enter the year of data needing to be updated)
6. Collection: ADVISER SPED Data
7. What is Being Submitted Late: be very specific. Include the Student ID numbers and specific data elements to be updated for all students mentioned in this email.
8. Reason for Request: explain why the data was not correct before the deadline

\*\*As a reminder **Timely, Accurate and Complete Data is used in local and state determinations.**



Thank You!