

FY2022-2023 READ Teacher Training Reporting

Purpose: Colorado school districts must annually ensure that all K-3 teachers, as defined by the READ Act and Rule, have completed evidence-based training in teaching reading as a result of changes to the Colorado READ Act in SB 19-199. To receive per-pupil intervention money, LEPs must submit evidence to the department that each teacher has completed the training by reporting the training option each individual teacher has completed.

Dependencies: Each staff has been assigned an Educator Identifier (EDID) and updated through the Educator Identification System (EDIS).

Record Expectation: In the Teacher Training Reporting file, the LEP should submit 1 record per staff per LEP for K-3 educators currently employed.

Name of Field	Field Length	Text Start Position	Text End Position	CSV order	Excel Column	Examples	Remarks
Teacher Training Reporting							
* Indicates required (no field can be blank)							
School District/BOCES Code*	4	1	4	1	A1	1111	
School Code*	4	5	8	2	B2	2222	
EDID*	8	9	16	4	D4	12345678	<i>Must match in EDIS</i>
Staff's First Name*	30	17	46	5	E5	valid name	<i>First name must match in EDIS</i>
Staff's Last Name*	30	47	76	6	F6	valid name	<i>Last Name must match in EDIS</i>
Staff's Gender*	2	77	78	7	G7	01	Remains 01-Female or 02-Male <i>Gender must match in EDIS</i>
Staff's Date of Birth*	8	79	86	8	H8	01011980	MMDDYYYY Format <i>DOB must match in EDIS</i>
Staff's Primary K-3 Grade Level*	3	87	89	9	I9	010	Grade primarily served by the educator (most classes/class time).
Staff's Teacher Training Status Code*	2	90	91	10	J10	10	Teacher Training completion status



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Staff's Teacher Training Not Complete Narrative	255	92	346	11	K11	Educator just transferred into this role from 5 th grade.	Explanation for why the educator did not complete training on time.
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READ Teacher Training Reporting Data Elements and Definitions

School District/BOCES Code - A unique code assigned by CDE. Refer to School District/BOCES Code table at http://www.cde.state.co.us/datapipeline/org_orgcodes.

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EDID – An eight (8) digit numeric field containing the 8-digit value assigned by CDE for the Educator.

Staff's First Name – A name given to an individual at birth, baptism, or during another naming ceremony, or through legal change.

Staff's Last Name – The name borne in common by member of a family.

Staff's Gender – An individual's sex.

01	Female
02	Male

Staff's Date of Birth – The month, day, and year on which an individual was born. *Formatted as MMDDYYYY*

Staff's Primary K-3 Grade Level - Grade primarily served by the educator (most classes/class time).

007	Kindergarten
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010	Grade 1
020	Grade 2
030	Grade 3

Staff's Teacher Training Status – Required for all K-3 educators. Educators need to only complete one of the options to meet the training requirement. For a teacher to successfully meet the requirement, they must have passed an end of course assessment of learning. Please select the training option that the individual educator completed. If the educator has not yet completed the READ training and is newly hired, use code 12. If the educator has not completed the READ training for another reason, use code 13, however additional information is required in the next data element.

10	Yes, evidence has been submitted by the educator to CDE via COOL or Secure Transfer, confirming the completion of a CDE approved, evidence-based training in teaching reading and passing the end of course assessment.
11	Yes, evidence has been submitted by the district to CDE via Syncplicity, confirming the completion of a CDE approved, evidence-based training in teaching reading and passing the end of course assessment.
12	No, this educator did not complete the training as they were newly hired after the required deadline.
13	No, this educator did not complete the training due to another reason other than being newly hired. (Note that usage of this code should be very limited and over-use will cause an error.)



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Staff's Teacher Training Not Complete Narrative – Required for any educator who is coded as 13 in the above data element. Please provide a narrative explanation for why the educator has not completed required teacher training (250-character limit).

