

NMPREK Program Reporting Guidance

Changes 2018-19:

- NMPREK students will no longer be submitted to the 9/1 K3P window for “preliminary” 1st quarter reporting

Description:

- Beginning in school year 2017-18, PED NMPREK funded students were required to be submitted to STARS. NMPREK is funded through an award letter and data is verified through STARS. Students are funded for ½ day (450 Hours) or full-day (900 Hours).

Purpose:

- To verify PED NMPREK funding
- For PED to meet its obligation to report NMPREK data quarterly

Business Rules:

- PED NMPREK funded students are required to be submitted to STARS at each of the reporting periods 40D, 80D, 120D & EOY.
 - **Change in 2018-19:** NMPREK students will no longer be reported to the 9/1 K-3 Plus (K3P) window in the Programs Fact template. The 9/1 window will strictly be used for K3P only.
- To identify NMPREK students, in the **PROGRAMS FACT** template, field #5 **Programs Code** must be **NMPREK** and field #18 **Participation Info** must be 450HR (1/2 day funded) or 900HR (full-day funded)
- To adhere to state reporting requirements, a quarterly up-to-date NMPREK student submission to the 40D (1st quarter) , 80D (2nd quarter), 120D (3rd quarter) and EOY (4th quarter) snapshot dates are required for the following templates:
 - **STUDENT, STUDENT SNAPSHOT & PROGRAMS FACT**
Note: Even though NMPREK students (class roster templates) will be submitted to the 7/15 (Open Year Round) window for purposes of ECOT (Early Childhood Observation Tool), the PROGRAMS FACT template is not allowed to be submitted in the 7/15 window. The NMPREK identification will be determined at the 40D, 80D, 120D & EOY snapshots only.
- Only PED NMPREK funded students should be identified as Program Code = NMPREK
 - NMPREK is defined as PreK students attending a public or charter school
 - Do not submit to STARS PreK students who are in a CYFD-funded facility (unless they are funded by Special Ed, in which case report Program Code 3Y or 4Y)

- NMPREK reported students are NOT funded through SEG, but are funded through an award letter
- NMPREK vs. Special Ed
 - 3Y/4Y Special Ed Students are funded through the State Equalization Guarantee (SEG)
 - A Special Ed student who is exactly 4 years old by midnight on September 1 (and not age-eligible for kindergarten) may be submitted in BOTH 4Y and NMPREK program codes (generating 2 records in the **PROGRAMS FACT** template), and they will be funded for both programs. 4Y is funded thru SEG; NMPREK is funded through an award letter (funding is verified by STARS enrollment data). In addition, the student's grade level reported in the **STUDENT SNAPSHOT** template must be PK.
 - A Special Ed student who is 3 years old by midnight on September 1 should be reported in program code 3Y but not NMPREK (because they don't meet the requirement "must be 4 by midnight Sep 1 and not age-eligible for kindergarten"). 3Y is funded thru SEG. In addition, the student's grade level reported in the **STUDENT SNAPSHOT** template must be PK.
 - PEER never applies to NMPREK. PEER is only for unfunded children in special education classrooms. If there are any NM PreK children in the classroom, it is an NM PreK classroom, not a special education classroom.

Data Quality Engine (DQE) Business Rules for prekindergarten:

- If PROGRAMS_FACT Program Code = NMPREK, then student must be exactly 4 years old by midnight on 9/1 of current school year (cannot be 3 or 5 years old)
- If PROGRAMS_FACT Program Code = NMPREK, then Student Grade Level in Student Snapshot must be PK.
- If PROGRAMS_FACT Program Code =NMPREK, then 1st 4 characters of COURSE_ENROLL.COURSE_CODE must be 0034 or 0044
 - These course codes may be used for 4 year old students and require an early childhood teaching license (a requirement for funding)
- If PROGRAMS_FACT Program Code is NMPREK, HEADST, T1APK, 3Y, 4Y, OR FACE, then Student Grade Level in Student Snapshot must be PK.
- If 1st 4 characters of COURSE_ENROLL.COURSE_CODE is 0033, 0034, 0035 or 0044, then Student Grade Level in Student Snapshot must be PK.
- If StudentSnapshot.GradeLevel=PK, then CRSE_INSTRUCT_SNAPSHOT.CLASS_PERIOD must be AM, PM or FD
 - Don't confuse the Class Period values, (which refers to a classroom environment used in ECOT to determine if a teacher teaches a morning, afternoon or full-day class) with the 450HR/900HR values (which determines whether an NMPREK student should be funded for a ½-day or a full-day).



- Class Period is collected in the COURSE domain; NMPREK funding is collected in the STUDENT domain.
- If the 1st 4 characters of COURSE_ENROLL.COURSE_CODE are 0035, then the student's PROGRAMS_FACT Programs Code cannot be NMPREK, T1APK, 3Y or 4Y. Use 0035 for HEADST and FACE. 0035 is a course taught by a non-certified preschool teacher.

Templates to submit to 40D, 80D, 120D & EOY snapshot windows for NMPREK:

Note: The NMPREK program requires quarterly submissions to adhere to PED's data reporting requirements.

- STUDENT
- STUDENT SNAPSHOT
 - Field 83, **Snapshot Date**(must reflect appropriate date for submission window. e.g. 40D=YYYY-10-01)
- PROGRAMS FACT
 - Field 5, **Programs Code** must be **NMPREK**
 - Field 18, **Participation Info Code** will require a value of **450HR** (1/2 day) or **900HR** (full-day) when field #5 **Programs Code**=NMPREK

NMPREK Reports:

NMPREK reports are available in "STARS Reporting" in a new folder called NMPREK.

[STARS Home](#) > [STARS Reporting](#) > [Public Folders](#) > [eScholar Framework - Verify](#) > [District and Location Reports](#) > [NMPREK](#)

[PED NMPREK Enrollment by Location for Snapshot With RECs](#)

[PED NMPREK Enrollment by Location for Snapshot](#)

Support contacts:

Catherine Quick

- Early Childhood Special Education (619) Coordinator
- Literacy and Early Childhood Bureau/Special Education Bureau
- Phone: 505-827-6561 or 827-1461 (Tuesday and Wednesday)
- Email: Catherine.Quick@state.nm.us

Brenda Kofahl

- PreK Program Manager
- Literacy and Early Childhood Bureau
- Phone: 505-827-6627
- Email: Brenda.Kofahl@state.nm.us

STARS Technical support:

- PED-STARSAdmin@state.nm.us



FAQ:

1. How do I calculate if a student is 4 years old on midnight September 1?

Place the student's Date-of-Birth (DOB) into the 24 hour date/time format of **YYYYMMDDHHMM** where YYYY = DOB year, MM=DOB Month, DD=DOB day, HH=DOB Hour & MM=DOB minute. Use 00:00 for Midnight (start-of-the-day), 12:00 for noon & 24:00 (end-of-the-day). For the school year 2018-19, if the DOB is between (including these dates) 201309010001 and 201409010000, then the student will be 4 years old on 20180901 Midnight.