



Assessment SBD Snapshot Error FAQ

Common Error Issues

This FAQ addresses questions about errors in the Assessment SBD Snapshot. For assistance with errors on the Student Interchange Files please contact StudentEndofYear@cde.state.co.us.

The Assessment SBD Snapshot does not use error exception files. If errors are triggering on data that is correct, please contact SBDSupport@cde.state.co.us when you are ready to submit the snapshot and we will ignore the errors.

SB002 – Student does not appear in the roster

- As of April 27th, final vendor rosters will be uploaded and errors caused by currently identified students missing in the vendor data cannot be resolved and will require contacting SBD Support to ignore them.
- Sometimes these errors are caused by students who are misidentified and should not be in the Snapshot
 - Home School students – students with Home Based Education = 1 in the SSA will not trigger this error
 - Withdrawn Students – if a student withdrew from your district, the SSA should be updated with an Exit Date which will remove the student from your snapshot
 - Part-time Students – if a student is primarily enrolled in another district, either update Primary School to 0 in the SSA file or update the Pupil Attendance Information code to something other than ‘01’ – ‘08’
 - Students who are not taking the Alternate Assessment – if a student in grades 3 – 8 did not take the DLM assessment and instead took CMAS then update Alternate Assessment Participant = 0 in the DEM file

SB003 – Expected and rostered assessment do not match

- This is a warning, so you do not need to contact SBD Support to ignore it if it is still triggering on corrected data or due to issues in the vendor system
- If a student is registered in both DLM and SAT vendor systems, make sure that one of the records is invalidated using the ‘Took Other Assessment’ code.
 - Students with these invalidations already in place will be removed from the uploaded roster
 - Updates to invalidations can be made in College Board SDMS through **May 8th** and in DLM Educator Portal through **April 24th**
- If the error is coming from the Expected Assessment check the following
 - Alternate Assessment Participant will set Expected Assessment to ‘01’
 - Entry Grade Level in ‘09’ – ‘11’ and Alternate Assessment Participant = ‘0’ will set Expected Assessment to ‘02’

SB012 and SB014 – Fewer than 60% of Students are continuous in district/school

- Continuous in District and School are calculated based on student entry and exit dates in the SSA file.



- It is unlikely that students would be considered not continuous in error, however if you encounter an issue with this calculation, please contact sbdsupport@cde.state.co.us so we can review
- Some schools are likely to trigger this error even if the data is accurate (such as AECs) and in those cases the error can be ignored to allow the snapshot to submit

SB015 – Language Proficiency in SBD differs from Student October

- Students should not change Language Proficiency mid-year, if there was an error in October Count contact sbdsupport@cde.state.co.us to ignore the error
- If records with changes are causing students to have errors in the Student Interchange files that are preventing them from pulling into the snapshot, contact StudentEndOfYear@cde.state.co.us
 - When students move across districts, they should typically retain their ML status until the following year. CLDE has provided [guidance for identifying ML students entering a district](#)

SB019 – Language Background in SBD differs from Student October

- If the initial Language Background report was accurate this should not change
- If there was an error in October Count contact sbdsupport@cde.state.co.us to ignore the error

SB025 – Student is a CoAlt Participant but does not have a record in the Special Education IEP interchange

- If this is a student with a standard enrollment at your district, then they should have a record in the IEP interchange. Work with the person in charge of that interchange for your district to make sure they have a valid record or contact SpedEndOfYear@cde.state.co.us for assistance
- If this student is enrolled in a program in another district and their IEP record is present in that district, contact sbdsupport@cde.state.co.us. We will ignore the error and make a note of which students will need that information manually added to their records during the CDE clean up window

SB026 – Student has a matching record in the Special Education IEP interchange, but it has errors

- If the student is no longer a CoAlt Participant and took the CMAS assessment, then update Alternate Assessment Participant to '0'
- If you need assistance clearing errors in the Special Education IEP interchange contact SpedEndOfYear@cde.state.co.us