Terms used in EDDIE  http://www.ncpublicschools.org/fbs/accounting/eddie/

NCID:  NC Identity Management Service, administered by NC Office of Information Technology Services (ITS).  A NCID is not necessary to view EDDIE data or reports.  To edit data EDDIE subscribed users must login to EDDIE using their own NCID Login.  After three unsuccessful attempts to login, account will be locked.  Contact your NCID administrator to re-set password.  NCID users will be required to re-set their passwords approximately every three months, NCID will send the user a reminder email.

Official Sch. Name:  The entire school name as determined by the local school board for LEAs or as submitted to the SBE for charter schools.  Example: John and Jane Doe Magnet Elementary School of Technology and Global Awareness.  Used by PowerSchool, transcripts, and for federal reporting.  60 characters maximum.

School Name:  Short version of official name.  Example: Doe Elementary.  40 characters maximum.

School Number:  Assigned by NC DPI.  Entered by NC DPI.  LEAs can suggest a number on the new school request; number should be between 300 and 599.  600-799 are reserved.  PK only schools are not assigned a school number.  School Code (6-digit format = LLLSSS)
FIRST 3-DIGITS (LLL): see LEA Number, LAST 3-DIGITS (SSS): 000 for charter schools, regional school, lab schools, and LEA central offices, 300 – 599 (or greater with prior approval) for schools.

LEA Number:  Assigned by NC DPI.  Entered by NC DPI.  LEA Code (3-digit format = LLL)
001-009: Regional Education Service Alliances/Consortia
01A-995:
•  LEAs (When all positions are numeric)
•  Charter schools (When first 2 positions are numeric and 3rd position is A-Y)
•  Regional or Lab schools (When first 2 positions are numeric and 3rd position is Z)
Special LEAs:
209 – Cherokee Central
269 – Fort Bragg
298 – Deaf and Blind Schools
299 – NC Virtual Public School (NCVPS)
486 – Governor's Teacher Network
679 - Camp Lejeune
996 – Division of Prisons
997 – Dept of Health and Human Services (DHHS)
998 – Dept of Juvenile Justice

Federal School Number:  Assigned by the federal agency National Center for Education Statistics (NCES), 12 digits.  Entered by NC DPI.  Used for federal reporting.  Each contains:
•  State Code - 2 digits (37 = NC)
•  NCES LEA Code - 5 digits
•  NCES School Code - 5 digits
**LEA Type:** Entered by NC DPI. Used for federal reporting.

1. Regular local school district that is NOT a component of a supervisory union. Includes both independent school districts and those that are a dependent segment of a local government, such as a city or county. Agencies that do not operate schools (non-ops) but have primary responsibility to provide free public elementary and/or secondary education to school-age children within their jurisdictions should be included.

2. Local school district that is a component of a supervisory union. A Superintendent and administrative services are shared with other local school districts.

3. Supervisory union administrative center (or county superintendent’s office serving the same purpose).

4. Regional education service agency. Agencies created for the purposes of providing specialized educational services to other education agencies.

5. State agency providing elementary and/or secondary level instruction to school-age children in a specified population, e.g., agency responsible for state schools for the blind or deaf students, correctional facilities, and state hospitals.

6. Federal agency providing elementary and/or secondary level instruction to school-age children in a specified population. EXCLUDE Bureau of Indian Education (BIE) and Department of Defense (DOD) agencies.

7. Charter District. Any LEA that is made up only of one or more charter schools.

8. Other education agencies. Education agencies that do not fit into the other categories.

9. Specialized public school district. A specialized public school district is a school district that operates one or more schools that are designed for a specific educational need or purpose.

**LEA Operational Status:** Entered by NC DPI. Used for federal reporting. Values:

1. Open. Agency is currently in operation. No significant boundary change or restructuring for this agency has occurred since the last directory update.

2. Closed. Agency is currently NOT in operation or never opened (e.g., previously reported with a status of "Future") and is not expected to operate in the future. Depending on the effective date of closure, the LEA may be expected to report membership, graduation, and other data.

3. New. Agency is currently in operation and was newly created or completely restructured into current geographical boundaries or instructional responsibility.

4. Added. Agency is currently in operation and is now being added. Agency was in existence prior to the effective date provided, but not reported.

5. Changed Boundary. Agency is operational and was previously reported but has undergone a significant change in geographic boundaries or instructional responsibility.

6. Inactive. Agency is temporarily closed and may reopen with three years. Depending on the effective date, the Agency may be expected report high school completion counts, dropouts, and other data during the first year it is inactive.

7. Future. Agency is scheduled to be operational within two years. A new agency (status code = 3) would NOT have to be reported previously as a future agency. The agency cannot report any student data, but should report directory information such as grades offered and physical location.

8. Reopened. Agency was previously reported as closed but has since reopened. Reopened agencies should be reported with the NCES LEA IDs they had before being reported as closed, if this information is known. A reopened agency must include the State LEA ID it had before closing.

**Courier Number:** Assigned to LEAs by State Courier Services. Charter, Regional, and Lab schools are not assigned a courier number. Entered by NC DPI.
**LEA (central office) Staff:** Enter the contact information of the person responsible for the duties of each position. For continuity, position/staff titles may not be modified.

- Superintendent
- Associate Superintendent
- Assistant Superintendent
- Finance Officer
- Personnel Administrator
- Technology
- Career Technology
- Exceptional Children
- Transportation
- Accountability
- Facilities
- Child Nutrition
- Public Information
- Academics
- Title 1
- Student Information Coordinator
- Office of Civil Rights Coordinator
- CTE Instructional Management Coord
- English Language Coordinator

**School (traditional LEA) Staff:** Enter the contact information of the person responsible for the duties of each applicable position. For continuity, position/staff titles may not be modified.

- Principal
- School ACT Coordinator
- School Testing/Accountability Coord
- School WorkKeys Coordinator
- School ACT Coordinator Backup
- School ACT Accommodations Coord
- School WorkKeys Coordinator Backup
- School PreACT Test Coordinator

**Charter / Regional / Lab School Staff:** Enter the contact information of the person responsible for the duties of each applicable position. For continuity, position/staff titles may not be modified.

- Board Chair
- Board Vice Chair
- Director Charter School *or* Principal
- CTE Instructional Management Coord
- English Language Coordinator
- Exceptional Children *(adding Aug 2017)*
- Office of Civil Rights Coordinator
- Student Information Coordinator
- School ACT Coordinator
- School Testing/Accountability Coord
- School WorkKeys Coordinator
- School ACT Coordinator Backup
- School ACT Accommodations Coord
- School WorkKeys Coordinator Backup
- School PreACT Test Coordinator

**School Type:**
- Regular: A school that offers a regular program of instruction. A regular program is a program that offers all core subject areas and does not focus primarily on career technical, special, or alternative education.
- Exceptional Children: A school that focuses primarily on serving the needs of students with disabilities.
- Career Technical Education: A school that focuses primarily on providing students with an occupationally relevant or career-related curriculum, including formal preparation for vocational, technical or professional occupations.
- Alternative Education: A school to assist students with overcoming challenges that may place them "at-risk" of academic failure and disruptive behavior.

**Program Type:** Optional field.
- Magnet: A magnet program incorporates both the curriculum of a regular program and special or thematic programs such as liberal arts, science, music, or health-business or technology-oriented programs.
- **Hospital**: A school that offers instructional services to students admitted to a hospital for treatment. Students can be from any location in the state and normally have various lengths of stay.

- **Cooperative Innovative High**: Legislated program - 115-C 238.50  A State Board of Education approved high school program that offers accelerated learning opportunities, or a program that targets students who are at risk of dropping out of high school before attaining a high school diploma.

- **Early College High**: A State Board of Education approved high school program that allows students the opportunity to pursue college credit. Students are eligible to take college courses at a cooperating higher educational institution. Also known as Learn and Earn.

**Designation Type**: Educational Agency type. Entered by NC DPI. Charter School, Federal School, Laboratory School, Public (traditional) School, Regional School, or Other.

**Calendar Type**:

- **Traditional**: A school has one track in operation for at least 180 days, with a long summer break (approximately 10 weeks.)

- **Year Round**: A school that remains in session for the entire calendar year. (School calendar covers at least 11 months)

- **Modified Year Round**: A school has only one track in operation, with longer Fall & Spring breaks (approximately 2 weeks each) and a short summer break (approximately 6-7 weeks.) Per 115C-84.2(d), local boards cannot open or convert a school to a modified calendar after 2004. Pre-existing modified calendar schools from 2003-04 are exempt.

- **Traditional and Year Round Combination**: A school that offers two or more calendar types.

**Schedule Type**: Semester, Block, or Quarterly. As defined by LEA or school.

**Extended Hours**: A school that has scheduled classes outside of traditional school hours, usually 6 - 9 pm. It is designed for students who cannot attend school during the regular school hours; for example, at-risk students, students with work conflicts, school-age parents, etc. Blank = No Extended Hours, 1 = Extended Hours.

**Locale Type**: Assigned by the federal Dept. of Education. Entered by NC DPI. Used for federal reporting. Values:

- **11 - City, Large**: Territory inside an urbanized area and inside a principal city with population of 250,000 or more.

- **12 - City, Midsize**: Territory inside an urbanized area and inside a principal city with population less than 250,000 and greater than or equal to 100,000.

- **13 - City, Small**: Territory inside an urbanized area and inside a principal city with population less than 100,000.

- **21 - Suburb, Large**: Territory outside a principal city and inside an urbanized area with population of 250,000 or more.

- **22 - Suburb, Midsize**: Territory outside a principal city and inside an urbanized area with population less than 250,000 and greater than or equal to 100,000.

- **23 - Suburb, Small**: Territory outside a principal city and inside an urbanized area with population less than 100,000.

- **31 - Town, Fringe**: Territory inside an urban cluster that is less than or equal to 10 miles from an urbanized area.

- **32 - Town, Distant**: Territory inside an urban cluster that is more than 10 miles and less than or equal to 35 miles from an urbanized area.
33 - Town, Remote:
Territory inside an urban cluster that is more than 35 miles from an urbanized area.

34 - Rural, Fringe:
Census-defined rural territory that is less than or equal to 5 miles from an urbanized area, as well as rural territory that is less than or equal to 2.5 miles from an urban cluster.

42 - Rural, Distant:
Census-defined rural territory that is more than 5 miles but less than or equal to 25 miles from an urbanized area, as well as rural territory that is more than 2.5 miles but less than or equal to 10 miles from an urban cluster.

43 - Rural, Remote:
Census-defined rural territory that is more than 25 miles from an urbanized area and is also more than 10 miles from an urban cluster.

**SBE Region:** Region is assigned by the State Board of Education. Entered by NC DPI.

**Accreditation:** Enter if a school is accredited. Optional field. Used by PowerSchool and transcripts.
- SACS - accredited by the [Southern Association of Colleges and Schools](https://www.sacs.org) (SACS), a division of AdvancED.
- ST - accredited by the NC State Board of Education (SBE) - currently available to high schools only.
- SS - accredited by both SACS and SBE.

**AI Code/CEEB:** College Entrance Examination Board (CEEB) Code or the Academic Institution (AI) Code assigned to a school by ETS (Educational Testing Service) and used by the College Board and ACT to identify schools. Optional field.
Note: Schools should not share AI Codes. If a school divides, each resulting school should have its own AI Code.

**Grade Levels - Current:** Enter the grades of curriculum offered for the current school year.

- P0, P1, P2, P3, PK = Pre-Kindergarten
- KG = Kindergarten
- 01 = Grade 1
- 02 = Grade 2
- 03 = Grade 3
- 04 = Grade 4
- 05 = Grade 5
- 06 = Grade 6
- 07 = Grade 7
- 08 = Grade 8
- 09 = Grade 9
- 10 = Grade 10
- 11 = Grade 11
- 12 = Grade 12
- 13 = Grade 13
- AE = Adult Education
- UG = Ungraded
- NG = Education unit has no assigned students

The grades P0 – PK are assigned by age; birth until kindergarten. Contact the Office of Early Learning for information. [http://www.ncpublicschools.org/earlylearning/](http://www.ncpublicschools.org/earlylearning/)

The grade designated “13” (Grade 13/Postgraduate) is included for those schools that offer a grade 13 as part of a Cooperative Innovative High School (CIHS) program as approved by the State Board of Education (SBE).

The AE (Adult Ed) designation is for Adult Education programs. These programs are usually for students who have dropped out and returned to school or students who are over the mandatory attendance age and who enter an Adult Education (GED preparation) program.

The value "UG" means there are students counted in membership at this educational unit, but they are not assigned to a grade level.

The value "NG" means there are no grade levels offered and there are no students counted in membership at this educational unit.

**Grade Levels - Approved:** Grade levels for charter schools are approved by the State Board of Education (SBE) and grade levels for LEAs are approved by their local board. Exception – CIHS & ECHS grade levels must be approved by SBE. Enter the grade levels to be at the school when it is completely enrolled. See “Grade Levels – Current” for explanation of grade levels.
**School Operational Status:** Entered by NC DPI. Used for federal reporting. Values:

0 - Pending  
A New School request has been submitted for DPI approval or denial.

1 - Open  
School is in operation as of the effective date provided. No significant change in instructional levels and programs.

2 - Closed  
School is NOT in operation as of the effective date provided and is not expected to operate in the future. Includes Future schools that never opened. Data that would normally be counted or recorded before the effective date of the closure is still expected to be reported, but data normally counted or recorded after the closure date is not. State should report migrant data for closed schools, if available.

3 - New  
Schools in operation as of the effective date provided that have not been listed on EDFacts or CCD previously OR previously listed as status code = 7, Future School. Newly created or completely restructured into the current instructional levels and programs. (Schools not yet in operation should be coded as Future Schools, status code = 7.)

4 - Added  
Schools in operation as of the effective date provided that have not been listed on EDFacts or CCD previously. The school was in existence and operational but was not reported.

5 - Changed Agency  
Schools in existence and in operation as of the effective date provided but were previously reported as affiliated with a different education agency (LEA). The internal organization and instructional level have not changed, but the school is now affiliated with another agency.

6 - Inactive  
Schools that have temporarily closed as of the effective date provided (e.g. remodeling) and may reopen within three years. State should report migrant data, if available. Schools coded as Inactive must either close or return to open status within three years.

7 - Future School  
School is scheduled to be operational within two years. The school cannot report student data. State must report directory information such as grades offered and physical location. A new school (status code = 3) would NOT have to be reported previously as a future School. A future school that does not open should be reported as closed.

8 - Reopened School  
School was previously reported as closed (STATUS = 2) but has since reopened as of the effective date provided. Reopened schools should be reported with the LEA NCES ID and School NCES ID they had before being reported as closed, if this information is known. If unknown, be sure to include the prior state school ID if different than the current state school ID.

9 – Denied School Number  
New School Number Request was denied.

**Web Address:** Indicates the Uniform Resource Locator (URL). Must start with http:// to be a valid link within EDDIE. Example: http://www.ncpublicschools.org/fbs/

**Physical Address:** Physical location of the school. Street Number, Street Name, Suite, etc.

**Mailing Address:** Optional field. Enter only if using an alternate address to receive mail. Should not be the same as the street address. Enter PO Box, PO Drawer, or alternate address.