

# FIRST NATIONS ELEMENTARY AND SECONDARY EDUCATIONAL ADVANCEMENTREPORT – DATA FIELDS LISTS

**DCI Number/Fiscal Year:**  
33322740 (2019-2020)

**Purpose:**  
As per funding agreement

**Reporting Period:**  
As per funding agreement

**Due Date:**  
July 29th, 2020

**Legend:**

- Auto-Calc: Automatically calculated field.
- Auto-Fill: Automatically filled field.
- Mandatory: Field must be completed by recipient to reduce potential delays in processing as Regional Office staff may need to contact recipients for incomplete reports.
- Pre-Populated: Data field is Pre-Populated with information contained in the proposal submitted to the department.
- Roll-Over: Data that has been rolled-over from the previous years' submitted report.

**Field Descriptions:**

Field	Description
<b>Report Identification</b> - When you indicate your type of organization, the form displays only those sections that are relevant to you. If you do not see a section, it is because Indigenous Services Canada (ISC) does not require that information.	
Fiscal Year (Pre-Populated)	The fiscal year is entered automatically.
Period (Mandatory)	The time period on which you are reporting.
<b>Organization Identification</b> - This section is used to identify the organization information that is required to complete the Report.	
Recipient Number (Pre-Populated and Mandatory)	The recipient ID number as assigned by ISC. Important: Make sure to enter a 4-digit number. Add zeroes (0) in front if necessary.
Recipient Name (Pre-Populated and Mandatory)	The official name of the Recipient of ISC funds.
Organization Type (Pre-Populated and Mandatory)	A dropdown list of possible organizations that could complete a Report.

Field	Description
Organization Name (Pre-Populated and Mandatory)	The official name of your organization. This field is automatically populated when you enter the Organization Number in the next field and vice versa.
Organization Number (Pre-Populated and Mandatory)	The official number of your organization. Some Organization Types do not require an Organization Number.
Telephone Number (Mandatory)	The organization's telephone number.
Extension Number (Pre-Populated)	The extension number, if applicable.
Fax Number (Pre-Populated)	The organization's facsimile number.
Email Address (Pre-Populated)	The e-mail address of the organization, if available.
Web site (Pre-Populated)	The home page URL for the organization's web site.
Mailing Address <ul style="list-style-type: none"> <li>- Number/Street/ Apartment/P.O. Box</li> <li>- City/Town</li> <li>- Province or Territory</li> <li>- Country</li> <li>- Postal Code</li> </ul> (Pre-Populated and Mandatory)	The address or P.O. Box at which the party can be reached by mail.

### **ORGANIZATION IDENTIFICATION**

This section is used to identify the organization completing the report and the Recipient who has the reporting requirement with Indigenous Services Canada (ISC).

Are you the prospective RECIPIENT of funds directly from ISC? (Mandatory)	This is a Yes or No answer that causes the form to display only those sections that are relevant to you. 'Yes' indicates that your organization receives funding directly from ISC. 'No' indicates that it is a sub-report. Only some of the fields are displayed.
Recipient Number (Rolled-Over and Mandatory)	The recipient ID number as assigned by ISC. Important: Make sure to enter a 4-digit number. Add zeroes (0) in front if necessary.

Field	Description
<b>CONTACTS</b>	
Primary Contact Information	
The Primary Contact is the person who ISC would contact for general questions regarding the Report. The Secondary Contact is the back-up contact in case the Primary Contact is unavailable.	
Family Name (Pre-Populated and Mandatory)	The family name or surname.
Given Name (Pre-Populated and Mandatory)	The given name or first name.
Title/Position (Pre-Populated and Mandatory)	The contact's job title or position.
Telephone Number (Pre-Populated and Mandatory)	The contact's telephone number.
Extension Number (Pre-Populated)	The extension number, if applicable.
Fax Number (Pre-Populated)	The contact's facsimile number, if available.
E-mail Address (Pre-Populated)	The e-mail address of the contact, if available.
Mailing Address	
<ul style="list-style-type: none"> <li>- Number/Street/ Apartment/P.O. Box</li> <li>- City/Town</li> <li>- Province or Territory</li> <li>- Country</li> <li>- Postal Code</li> </ul> (Pre-Populated and Mandatory)	The address or P.O. Box at which the party can be reached by mail.
Street Address	
Same as Mailing Address If selected, the fields below will automatically be populated.	
<ul style="list-style-type: none"> <li>- Number/Street/ Apartment/P.O. Box</li> <li>- City/Town</li> <li>- Province or Territory</li> <li>- Country</li> <li>- Postal Code</li> </ul> (Pre-Populated and Mandatory)	The street address.
Secondary Contact Information	
Do you want to specify a secondary contact?	Yes or No - if Yes is selected, the same fields are mandatory as the Primary Contact.
Given Name (Pre-Populated and Mandatory)	The given name or first name.

Field	Description
Family Name (Pre-Populated and Mandatory)	The family name or surname.
Title/Position (Pre-Populated and Mandatory)	The contact's job title or position.
Telephone Number (Pre-Populated and Mandatory)	The contact's telephone number.
Extension Number (Pre-Populated)	The extension number, if applicable.
Fax Number (Pre-Populated)	The contact's facsimile number, if available.
E-mail Address (Pre-Populated)	The e-mail address of the contact, if available.
<b>Mailing Address</b>	
<ul style="list-style-type: none"> <li>- Number/Street/ Apartment/P.O. Box</li> <li>- City/Town</li> <li>- Province or Territory</li> <li>- Country</li> <li>- Postal Code</li> </ul> (Pre-Populated and Mandatory)	The address or P.O. Box at which the party can be reached by mail.
<b>Street Address</b>	
Same as Mailing Address	
<ul style="list-style-type: none"> <li>- Number/Street/ Apartment/P.O. Box</li> <li>- City/Town</li> <li>- Province or Territory</li> <li>- Country</li> <li>- Postal Code</li> </ul> (Pre-Populated and Mandatory)	The address or P.O. Box at which the party can be reached by mail.
<b>FIRST NATION EDUCATION SYSTEM CAPACITY</b>	
For the year just completed, did the First Nation's education system capacity increase in one or more of the following areas? (check all that apply) <ul style="list-style-type: none"> <li><input type="radio"/> Tools and equipment</li> <li><input type="radio"/> Connectivity</li> <li><input type="radio"/> School data systems</li> <li><input type="radio"/> Teaching staff</li> <li><input type="radio"/> Other (please specify)</li> </ul> (Mandatory)	A list of possible selections
Did the school have a School Success Plan for the year just completed? (Mandatory)	Yes or No.

Field	Description
If yes, was the School Success Plan updated this year? (Mandatory)	Yes or No.
Did the school have Staff Skills Development Strategies in place for the year just completed? (Mandatory)	Yes or No.
Comments (Mandatory)	A narrative description.

### PERFORMANCE MEASURES

#### Students Meeting Grade Level Expectations

The data provided are to be aggregated for all schools that administered each test.

Did this school administer learning assessments for the year just completed? (Mandatory)	Yes or No
If yes...Jurisdiction (Mandatory)	The federal or provincial jurisdiction for the assessment.
If yes... Type of Test (Mandatory)	Reading, Writing, or Numeracy
If yes.. Grade Tested (Mandatory)	The grade that was assessed.
If yes... Standard Applied (Mandatory)	Provincial or Other (please specify)
If yes...Number of students who took the test (Mandatory)	The number of eligible students who took part in the assessment (by sex).
Number of students who met or exceeded the standard (Mandatory)	The number of eligible students (male and female) who took part in the test and who met or exceeded the standard level, which is the level expected for their age and/or grade.
Comments (Mandatory)	An explanation relating to the learning assessment describing how it was administered and/or the results achieved.

#### Special Education Needs

For the year just completed, indicate the number of students with special education needs who had an individual education plan (IEP) or other type of learning plan in place and the number of students who received the services outlined in their plan.

For the year just completed, how many students required special education services and had an IPP/EPP (or other type of learning plan) in place? (Mandatory)	Number field
For the year just completed, how many of the students with special education needs received the services outlined in their learning plan? (Mandatory)	Number field

Field	Description
<p>Annual Attendance Rate</p> <p>Report the annual attendance rate (in percent) for the school year just completed (to be calculated by adding the cumulative monthly rate divided by the number of months).</p>	
<p>Annual Attendance Rate (for the school year just completed) (Mandatory)</p>	<p>Percentage</p>
<p>Comments (Mandatory)</p>	<p>An explanation related to the learning assessment describing how it was administered and/or the results achieved. Any explanatory comments related to school attendance.</p>
<p><b>SUPPORTING DOCUMENTS</b></p>	
<p>Type of Supporting Document</p>	<p>A dropdown list of the types of mandatory documents. If there are no mandatory documents, the only available item is Other.</p>
<p>Name of Supporting Document</p>	<p>The title and file name of the supporting document.</p>
<p>Method of Submission</p>	<p>A dropdown list of possible submission methods.</p>
<p>File Name Attached</p>	<p>The file name of the attached document.</p>
<p><b>DECLARATION</b></p>	
<p>Given Name (Mandatory)</p>	<p>The given name or first name.</p>
<p>Family Name (Mandatory)</p>	<p>The family name or surname.</p>
<p>Title/Position (Mandatory)</p>	<p>The number of eligible students (male and female) who took part in the assessment.</p>
<p>Date (YYYY-MM-DD) (Mandatory)</p>	<p>Today's date, in the format of Year Month and Day.</p>