

Working with the Class size by Composition extract from Data BC

Understanding the Class size by Composition data extract	Read the following documents: <ul style="list-style-type: none">• <i>Class size by Composition _field_definitions</i>• Ministry of Education data masking policy
How can I work with this data set in Microsoft Excel?	The following tutorials may be helpful: <ul style="list-style-type: none">• Importing text (.txt or .csv) files into Excel• Auto-filtering in Excel• Keeping leading zeros and large numbers in Excel

Conventions in this document

BOLDED_WITH_UNDERSCORES	Indicates a column name (for example, SUB_POPULATION)
'Text within single quotation marks'	Indicates a column value (for example, 'FEMALE')

Instructions

1. Open your local copy of the file.
2. Apply auto-filtering to the heading row. (This is not essential, but it makes it easier to work with the data when you have more than a screen's worth of rows.)
3. Use the auto-filter on the **DATA_LEVEL** column to select either 'DISTRICT LEVEL' or 'PROVINCE LEVEL'.
4. The next column to work with depends on which value you just selected:
 - If you selected 'PROVINCE LEVEL', the data will be for all public schools.
 - If you selected 'DISTRICT LEVEL', use either **DISTRICT_NUMBER** or **DISTRICT_NAME** to select the public school district whose data you want to see.
5. Use **GRADE_GROUP** to select the grade grouping of interest (for example, 'All Grades').
6. Use the auto-filter on **SCHOOL_YEAR** to select data from a specific school year (e.g. '2007/2008').

Sample Questions

Question:

In the Kootenay-Columbia school district in 2014/2015, how many classes across all grades included 7 or more students *entitled to an IEP*?

Path to answer:

1. Filter **DATA_LEVEL** to 'DISTRICT LEVEL'
2. Filter **DISTRICT_NAME** to 'Kootenay-Columbia'
3. Filter **GRADE_GROUP** to 'All Grades'
4. Filter **SCHOOL_YEAR** to '2014/2015'
5. Column N (**NUMBER_CLASSES_7_PLUS_IEP**) = 14

Question:

In 2016/2017 how many K-3 classes in BC had no ELL students?

Path to answer:

1. Filter **DATA_LEVEL** to 'PROVINCE LEVEL'
2. Filter **GRADE_GROUP** to 'Grades K-3'
3. Filter **SCHOOL_YEAR** to '2016/2017'
4. Column P (**NUMBER_CLASSES_0_ELL**) = 2,629