



guide_summer_verify_txeis_data_student

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For Submission 3, if the student is in membership in the LEA (served at least two hours per day), report any student who was served any time during the school year.

1. [Interchange: StudentExtension](#)

Complex Type: StudentExtension

Description: Represents a student for whom instruction and/or services are provided in an elementary, secondary, or post-secondary educational program under the jurisdiction of an LEA.

The following elements from the *StudentExtension* complex type are included in Submission 3:

☐ STUDENT-IDENTIFICATION-SYSTEM (E1090) is the coding scheme used for identification and record-keeping purposes by schools, social services, or other agencies to refer to a student.

This is hard coded in the program as “State” and the student’s SSN is used.

☐ LOCAL-STUDENT-ID (E0923) is the optional student’s local identification number as assigned by the district.

☐ AS-OF-STATUS-CODE (E1002) is generated by the program during the extracts. The code indicates the student’s enrollment status in the district on the Submission 3 as-of date. Report codes *H*, *I*, and *X* only.

- Code *X* is used for students in grade levels EE-06.
- Codes *H* and *I* are used for students in grade levels 7-12 and indicate the student enrollment status on the final day of the school year.

Registration > Maintenance > Student Enrollment > Demo1

Demographic Information

Grade: 11 Entry Dt: 08-28-2017 Track: 01 Orig Entry: 08-28-2017 Withdrawal Dt: - -

Name: First: Nyomi Middle: Lenea Last: Saldivar Gen: dropdown Nickname: - -

Social Security Number Denied: ☐ SSN: 415-22-4870 Prior SSN: - - Texas Unique Student ID: 4290651804

Sex: F DOB: 11-10-2000 Hispanic/Latino: ☐ Aggregate Race/Ethnicity: B - Black or African American

White: ☐ Black/African American: ☒ Asian: ☐ American Indian/Alaskan Native: ☐ Hawaiian/P: ☐

Student Indicators

Elig Code: 1 Attribution Cd: 00

Campus ID Resid: - - Eco Disadvan: 00

Military Connected: 0 Foster Care: 0

Current / Next Year Information

Control Num: 427 CY Team Code: - -

Next Yr Cntrl: - - NY Team Code: - -

Nxt Yr Camp: 001 Here Last Yr: - -

☐ FIRST-NAME **Name - First** (E0703) is the student’s legal first name. Do not use an initial unless an initial is the legal first name.

- ☐ MIDDLE-NAME **Name - Middle** (E0704) is the student's legal middle name as shown on the identification documentation used for school enrollment. If the student has no middle name, the field must be blank. The middle name can be reported as blank for students only when the student does not have a middle name on his identification documentation. Do not use text such as NONE or NA.
- ☐ LAST-NAME **Name - Last** (E0705) is the student's legal last name.
- ☐ GENERATION-CODE **Name - Gen** (E0706) is the suffix attached to the student's name. The field can be blank. The field must be blank if the student does not have a generation suffix on his name based on the identification documentation used for enrollment at the campus.
- ☐ SEX-CODE **Sex** (E0004) indicates the student's gender.
- ☐ DATE-OF-BIRTH **DOB** (E0006) is the month, day, and year of the student's birth.
- ☐ HISPANIC-LATINO-CODE **Hispanic/Latino** (E1064) indicates a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
- ☐ WHITE-CODE **White** (E1063) indicates a person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
- ☐ BLACK-AFRICAN-AMERICAN-CODE **Black/African American** (E1061) indicates a person having origins in any of the black racial groups of Africa.
- ☐ ASIAN-CODE **Asian** (E1060) indicates a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent.
- ☐ AMERICAN-INDIAN-ALASKA-NATIVE-CODE **American Indian/ Alaskan Native** (E1059) indicates a person having origins in any of the original peoples of North and South America (including Central America), and who maintains a tribal affiliation or community attachment.
- ☐ NATIVE-HAWAIIAN-PACIFIC-ISLANDER-CODE **Hawaiian/Pacific Isl** (E1062) indicates a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- ☐ ECONOMIC-DISADVANTAGE-CODE **Eco Disadvan** (E0785) indicates the student's economic disadvantage status based on his latest status at the end of the school year or at the end of the student's enrollment period; whichever comes last. The status may be derived from National School Lunch Program (NSLP) indicators such as family income or a survey instrument created by the LEA. For Submission 3, it is reported based on a student's last status at the end of the school year or at the end of the student's enrollment period; whichever comes last.
- ☐ MILITARY-CONNECTED-STUDENT-CODE **Military Connected** (E1529) indicates a PK-12 student who is a dependent of a member of the United States armed forces. All students identified as being military connected in the Fall Snapshot must also be coded as being military connected in the summer collection.

☐ **FOSTER-CARE-INDICATOR-CODE Foster Care** (E1528) indicates if the student is in the conservatorship of the Department of Family and Protective Services (DFPS). All students identified as being in foster care in the Fall Snapshot must also be coded as being in foster care in the summer collection.

Registration > Maintenance > Student Enrollment > Demo3

The screenshot shows the 'Student Enrollment' form for 'Demo3'. The 'Status Indicators' section is highlighted with a red circle, and the 'Asylee/Refugee Cd' and 'Homeless Status Cd' fields are also highlighted with a red circle.

Section	Field	Value
Career Technology	Day Care CTE Support Service:	☐
	Transport CTE Support Service:	☐
	Displaced Homemaker:	☐
Promotion	Year End Status:	11
	SSI Promotion:	☐
	Retained Reason 1:	☐
	Retained Reason 2:	☐
	Retained Reason 3:	☐
Status Indicators	Campus of Account:	☐
	Migrant:	☐
	Immigrant:	☐
	Asylee/Refugee Cd:	0
	Homeless Status Cd:	0
	Unaccomp Youth Status Cd:	0
Graduation	Graduation Type:	34
	AAR Grad Plan:	FHS Program
	Cert of CrsWrk Date Completed:	--
	CPR Date Completed:	--

☐ **MIGRANT-INDICATOR-CODE Migrant** (E0984) indicates if the student, or the student's parent, spouse, or guardian, is a migratory agricultural worker. LEAs identify the students using their own recruitment program for self-identifying migrants, or they use the ESC co-op to identify migrants. Students coded as a migrant must provide a Certificate of Eligibility (COE). For Submission 3, the code is 1 for a migrant student who has a COE on file as of the student's last day of enrollment during the school year.

☐ **UNSCHOOLED-ASYLEE/REFUGEE-CODE Asylee/Refugee Cd** (E1076) applies only to students initially enrolled in grade levels 7-12 in the United States as unschooled asylees or refugees.

☐ **HOMELESS-STATUS-CODE Homeless Status Cd** (E1082) indicates whether a student is homeless and, if homeless, what his primary nighttime residence is at the time of identification (shelter, doubled up, unsheltered, motel/hotel). LEAs must report all students who have experienced homelessness at some point during the school year. If a homeless student enters into permanent housing later in the same school year, this code should not be changed and should still indicate that the student is homeless for the remainder of the current school year. All students identified as homeless in the Fall Snapshot must also be coded as homeless in Submission 3.

☐ **UNACCOMPANIED-YOUTH-STATUS-CODE Unaccomp Youth Status Cd** (E1084) indicates a youth (under 21 as of September 1) who is homeless, whether in or not in the physical custody of a parent or guardian, and receives services from the school district at least two hours per day. LEAs must report whether a homeless student is unaccompanied. If an unaccompanied student becomes accompanied later in the same school year, this code should not be changed and should still indicate that the student is unaccompanied for the

remainder of the current school year. All students identified as unaccompanied in the Fall Snapshot must also be coded as unaccompanied in Submission 3.

☐ **EARLY-READING-INDICATOR-CODE Early Reading Cd (E1522)** indicates if the student is eligible for accelerated reading instruction due to reading difficulties or dyslexia. This field applies only to grade levels KG-2 and is required for those students. Eligibility status is based on the latest assessment results available for the student. For Submission 3, report grade level reading status based on the latest assessment results available for the student.

You can use the Reset Values utility to set the early reading indicator code for all students in grade levels KG-2:

1. Go to **Registration > Utilities > Reset Values**.
2. In the **Item to Reset** field select *Early Reading Code*.

Parameters For Reset

☒ Campus (Unchecked=All) Campus ID: 101

☒ Grade Level (Unchecked=All) Grd Level: KG

☐ Track (Unchecked=All) Track:

☒ Active Students

☐ Inactive Students

Reset Values **Clear**

Item to Reset

Early Reading Code

Values to Reset

From

☐ Specific ☒ All ☐ Blank

To

☒ Specific ☐ Blank

1 Eligible for Accelerated Reading Instruction

2 Not Eligible for Accelerated Reading Instruction

3 Student was not assessed

Warning!! Any changes made from this Screen are permanent

3. Click **Reset Values**.

NOTE:

- See online Help for specific instructions on running this utility.
- The utility may need to be run multiple times to assign different codes to different groups of students.

Registration > Maintenance > Student Enrollment > Bil/ESL

Delete	Details	Campus	Entry Date	Exit Date	Reason	BIL Type	ESL Type	LEP Cd	Par Perm Cd
		101	08-27-2018	--	--	5	0	1	0

☐ LEP-INDICATOR-CODE **LEP Cd** (E0790) indicates if the student has been identified as limited English proficient. For submission 3, the code must reflect the student's LEP status for the school year. The code must be **1** if the student was identified as LEP at any time during the school year.

Registration > Maintenance > Student Enrollment > Generic

Delete	Campus	Entry Date	Exit Date	Reason	Other Spc Pgms	Code 1	Code 2	Code 3	Code 4
	001	08-28-2017	--	--	ECH				

NOTE: ECHS, T-STEM, and any needed crisis codes should be set up as generic programs on **Registration > Maintenance > Campus Profile > Campus Generic Ent/Wd Program Codes**. The student should have a row on the Generic tab where the **Other Spc Pgms** field is set to the generic code for ECHS, T-STEM, or the crisis code if applicable.

☐ ECHS-INDICATOR-CODE (E1560) indicates if the student is enrolled in an Early College High School (ECHS). Students enrolled in an ECHS at any point in time during the school year are reported in Submission 3.

☐ T-STEM-INDICATOR-CODE (E1559) indicates if the student is enrolled in a Texas Science, Technology, Engineering, and Mathematics (T-STEM) Academy. Students enrolled in T-STEM at any point in time during the school year are reported in Submission 3.

☐ CRISIS-CODE (E1054) is used when a state health or weather related event impacts a group of students, and may or may not cause a student to leave the district or campus of residence. A crisis event is designated by the Commissioner of Education.

Check the district Generic Ent/Wd Program Codes tab to determine the program code used for a particular crisis.

Graduation Plan > Maintenance > Student > Individual Maintenance > Performance Acknowledgement

The screenshot shows a web application interface for 'Performance Acknowledgement'. At the top, there are tabs: 'Grade Level Course Detail', 'Credit Summary', 'Credit Detail', 'PGP', and 'Performance Acknowledgement'. Below the tabs, there is a section for 'College Board AP/IB Examinations' with a table containing columns for 'Delete', 'Admin', 'Month', and 'Code'. To the right of this table is a section for 'Nat/Intl Business or Indu' with columns for 'Origin' and 'Certification'. Below these sections, there is a section for 'Outstanding Performance Assessment' with a value of 'N/A'. Further down, there are input fields for 'Bilingual/Biliteracy:', 'Dual Credit:', and 'Associate Degree:'. The 'Associate Degree:' field is highlighted in yellow and has a checked checkbox.

☐ **NEW for 2018!** ASSOCIATE-DEGREE-INDICATOR-CODE **Associate Degree** (E1596) indicates if the student earned an associate degree prior to graduation from high school. This should be reported by the district where the student received the associate degree.

RUN REPORT FOR VERIFYING STUDENT-EXTENSION INTERCHANGE DATA

Registration > Reports > Create Registration Report

Data in the *StudentExtension* Interchange can be verified by creating a customized report. Select the fields for the various elements, and click **Create Report**.

The screenshot shows a web form titled "Student Extension Verification". It includes a "Report Title" field with the text "Student Extension Verification" and a "Campus Options" section with radio buttons for "Campus 001" (selected) and "All Campuses". Below this is a "Demo 1" section containing several sub-sections:

- Demographic Information:** Includes checkboxes for "Sch Yr", "Withdrawal Dt", "SSN" (circled), "Aggregate Race/Ethnicity", "Race" (circled), "Campus ID", "Last Name" (circled), "First Name" (circled), "Middle Name" (circled), "Gen" (circled), "Sex" (circled), "DOB" (circled), "Hispanic", "Grade", "Entry Dt", "Track", "Nickname", "SSN De", and "TX Unique Stu ID".
- Student Indicators:** Includes checkboxes for "Elig", "Attribution", "Camp ID Resid", "Eco Disadv" (circled), "Military Connected" (circled), "Foster Care" (circled), "Rep Excl", "Active", "Record Status", "City Residence", and "NSLR".
- Status Indicators:** Includes checkboxes for "Campus of Account", "Unaccomp Youth Status" (circled), "Migrant" (circled), "Early Reading" (circled), "Immigrant", "Summer School Bil/ESL", "Asylee/Refugee" (circled), "Homeless Status" (circled), "Neglected/Delinquent", "Military Enlistment", "Student Parent", and "Even Start".
- Bil/ESL:** Includes checkboxes for "Bil/ESL", "Bil Type", "ESL Type", "LEP" (circled), "Par Perm", "Home Lang", and "Yrs US Sch".
- OLPT English Test:** Includes a dropdown menu showing "IRM - Hurricane Irma" (circled) and checkboxes for "Entry Date", "Exit Date", "Reason" (circled), "Code 1", "Code 2", and "Code 3".
- Generic:** Includes a dropdown menu showing "IRM - Hurricane Irma" (circled) and checkboxes for "Entry Date", "Exit Date", "Reason" (circled), "Code 1", "Code 2", and "Code 3".

2. Interchange: StudentEnrollmentExtension

Complex Type: StudentSchoolAssociationExtension

Description: Represents the campus(es) in which a student is enrolled and/or withdrawn.

For Submission 3, each student must be reported with one and only one *StudentSchoolAssociationExtension* for the last campus on which the student was enrolled.

The following elements from the *StudentSchoolAssociationExtension* complex type are included in Submission 3:

- ☐ LAST-DATE-OF-ENROLLMENT (E1044) is generated by the program during the extracts and indicates the student's final date of enrollment in the district in the school year. Either the student's exit date or the last day of school is used, whichever is later. This is required for students in grade levels 7-12.

Registration > Maintenance > Student Enrollment > Demo1

Demographic Information

Grade: 11 Entry Dt: 08-28-2017 Track: 01 Orig Entry: 08-28-2017 Withdrawal Dt: - -

Name: Brandon First Middle Last Gen Nickname

Social Security Number Denied: ☐ SSN: 400-92-9218 Prior SSN: 400-92-9218 Texas Unique Student ID: 2826449594

Sex: M DOB: 01-09-2000 Hispanic/Latino: ☒ Aggregate Race/Ethnicity: H - Hispanic

White: ☒ Black/African American: ☐ Asian: ☐ American Indian/ Alaskan Native: ☐ Hawaiian: ☐

Student Indicators

Elig Code: 1 Attribution Cd: 00

Campus ID Resid: - - Eco Disadvan: 02

Military Connected: 0 Foster Care: 0

Current / Next Year Information

Control Num: 425 CY Team Cod

Next Yr Cntrl: NY Team Cod

Nxt Yr Camp: 001 Here Last Yr:

□ **GRADE-LEVEL-CODE Grade** (E0017) is the student's last grade level at the end of the school year or on the last day of enrollment of the school year.

□ **STUDENT-ATTRIBUTION-CODE Attribution Cd** (E1000) indicates students enrolled in a charter school or students who are not legal residents of the district but are served by the district. These student should not have **Attribution Cd 00** (i.e., No Attribution Code). Charter school students should *not* have **Attribution Cd 00** or **03** (i.e., *PEG - Public Education Grant*).

□ **CAMPUS-ID-OF-RESIDENCE Camp ID Resid** (E0903) is the campus ID that corresponds to the campus attendance area in which the student currently resides. The field is required for all students who do not legally reside in the district (regardless of where his parent/guardian resides), and for all students attending charter schools and JJAEPs.

- All students with **Elig Code 3** (i.e., *Eligible Transfer - Full Day*) or **6** (i.e., *Eligible Transfer Half Day*) must have a **Camp ID Resid**, and the **Attribution Cd** must be **06** (i.e., *Transfer Between Public School Districts*).
- A student whose current address is outside Texas must be reported with **Camp ID Resid 255000000**, and **Attribution Cd** must be **07** (i.e., *Out of State*).
- All students at a charter school must have a **Camp ID Resid**, and **Attribution Cd** must be **01** (i.e., *Open Enrollment Charter School*).
- All students at a JJAEP must have a **Camp ID Resid**, and **Attribution Cd** must be **02** (i.e., *JJAEP - Juvenile Justice Alternative Ed Program*).

Registration > Maintenance > Student Enrollment > Demo3

Career Technology

Day Care CTE Support Service: ☐ Single Parent/Pregnant Teen: ☐

Transport CTE Support Service: ☐ Career and Technology Ind: 1

Displaced Homemaker: ☐

Promotion

Year End Status: 11

SSI Promotion: ☐

Status Indicators

Campus of Account:

Migrant: ☐

Graduation

Graduation Type: 34

☐ **CAMPUS-ID-OF-ACCOUNTABILITY Campus of Account (E1027)** is only required for students enrolled in DAEP or JJAEP and is used to determine attendance and leaver data. For Submission 3, this field is used to determine attendance and/or leaver data attribution for campus accountability. It cannot be a DAEP or JJAEP. This field is used for a student who was only enrolled at a DAEP and/or a JJAEP.

RUN REPORTS FOR VERIFYING STUDENT-SCHOOL-ASSOCIATION COMPLEX TYPE DATA

Registration > Reports > Create Registration Report

Data in the *StudentSchoolAssociation* complex type can be verified by creating a customized report. Select the fields for the various elements, and click **Create Report**.

The screenshot shows the 'Create Registration Report' interface. At the top, the 'Report Title' is 'Verify StudentSchoolAssociation'. Under 'Campus Options', 'Campus 001' is selected. The form is divided into sections: 'Demo 1' (Demographic Information) and 'Demo 3' (Career Technology, Promotion, and Status Indicators). In the 'Demographic Information' section, 'Grade' is selected and circled in red. In the 'Status Indicators' section, 'Campus of Account' is selected and circled in red. Other fields like 'Sch Yr', 'Withdrawal Dt', 'SSN', 'Last Name', 'First Name', 'Middle Name', 'TX Unique Stu ID', 'Entry Dt', 'Gen', 'Sex', 'Track', 'Nickname', 'DOB', 'Orig En', 'SSN De', and 'Hispan' are also visible but not selected.

Registration > Reports > Registration Reports > Program > SRG1200 - Student Status Changes by Program

SRG1200 provides a list of student status in all programs. Set the **Print Enroll Records** parameter to Y. Use the report to verify eligibility, attribution code, and campus of residence.

Date Run:		Student Status By Program Changes										Program ID: SRG1200					
Cnty-Dist: 001-901		001 School 4sem campus										Page: 1 of 69					
Campus: 001		Sch Year: 2019															
Enrollment Records:																	
Stu ID	Student Name	Grd	SSN	Orig Entry	Entry	Withdraw	Wd Rsn	Stat	Exclsn	Elig	Trk	Attrib	Camp Res	CTE Elig	Yrs US Sch	Eco Dis	S La
392153	Adame, Nathalia	09	XXX-XX-XXXX	08-27-2018	08-27-2018			2		1	01	00		1		00	9
312281	Aguilar, Cheyenne N	09	XXX-XX-XXXX	12-05-2018	12-05-2018			1		1	01	00		1		01	9
092009	Aguilar, Emberlynn K	09	XXX-XX-XXXX	08-27-2018	08-27-2018			1		1	01	00		1		00	9
075933	Alatorre, Kevin D	09	XXX-XX-XXXX	08-27-2018	08-27-2018			1		1	01	00		1		01	9
082625	Alvarez, Anisa V	09	XXX-XX-XXXX	08-27-2018	08-27-2018			1		1	01	00		1		01	9
082960	Alvarez, Derrick D	09	XXX-XX-XXXX	08-27-2018	08-27-2018			1		1	01	00		1		00	9
110146	Alvarez, Jordyn A	09	XXX-XX-XXXX	08-27-2018	08-27-2018			1		1	01	00		1		01	9
410074	Alvarez, Jose O	09	XXX-XX-XXXX	08-27-2018	08-27-2018			1		1	01	00		1		01	9
082858	Amesquita, Daniel	09	XXX-XX-XXXX	08-27-2018	08-27-2018			1		1	01	00		1		01	9
077008	Anaya, James	09	XXX-XX-XXXX	08-27-2018	08-27-2018			1		3	01	06	015-908-042	1		01	9
390205	Anderson, Allison F	09	XXX-XX-XXXX	08-27-2018	08-27-2018			1		1	01	00		1		02	9
019004	Andrade Garcia, Claudia M	09	XXX-XX-XXXX	08-27-2018	08-27-2018			1		1	01	00		1		01	9

Registration > Reports > Registration Reports > Student > SRG1800 - Enrollment by District of Residence

SRG1800 provides a list of students who were enrolled during the selected attendance cycle, grouped by district of residence. Use the report to verify campus ID of residence (CIR).

Date Run:		Enrollment by District of Residence	Program ID: SRG1800				
Cnty-Dist:	001-901	School Year: 2019	Page: 1 of 97				
Campus:	All	Campuses 001, 003, 005, 006, 101					
Cycle:	6						
District of Residence: Blank							
Student Id	Student Name	Grade	Dt Entry	Dt Withdraw	Wd Cd	Track	Status
Campus: 001							
312101	Abrams, D'Koven Dominic	12	08/27/2018			03	Active
370382	Acevedo, Nicholas Ryan	12	08/27/2018			03	Active
370374	Acevedo, Sydney Desarey	12	08/27/2018			03	Active
016582	Acosta, Levi Rene	12	08/27/2018			01	Active
370398	Acuna, Michael Rene	11	08/27/2018			07	Active
023937	Adame, Marcus Vincent	12	08/27/2018			03	Active
392153	Adame, Nathalia	09	08/27/2018			01	Active
091654	Adams, Alexander Daven	11	08/27/2018			01	Active
091488	Adams, Christopher Patrick	11	08/27/2018			03	Active
016088	Adams, Jarrell John	10	08/27/2018			02	Active

Complex Type: StudentSectionAssociation

Description: Represents the complete list of courses that a student is taking or has attempted.

For Submission 3, one *StudentSectionAssociation* complex type data record must be reported for each reportable course from TEDS code table C022 that was attempted or completed by each student in membership in grade levels PK, KG, and 1-12. If a student repeats a course during the year with different outcomes, each course completion must be reported.

The following elements from the *StudentSectionAssociation* complex type are included in Submission 3:

□ COURSE-SEQUENCE-CODE (E0948) - Described previously.

Grade Reporting > Maintenance > Master Schedule > Campus Schedule > Section

Course Selection Course Section Instructor Copy Course Section

PK Title Retrieve

Del	Details	Course	Title	Sec	Max Seats	Stu Enroll Sem 1	Stu W/D Sem 1	Stu Enroll Sem 2	Stu W/D Sem 2	Multi Svc Ind	Incl UIL Elig
		0103	PK	01	022	0	0	0	0	☐	
		0103	PK	02	035	19	2	19	2	☐	
		0103	PK	03	035	18	3	18	2	☐	
		0103	PK	08	035	0	0	0	0	☐	
		0104	PK-Bil	01	035	15	1	15	1	☐	
		0104	PK-Bil	02	022	0	0	0	0	☐	
		0104	PK-Bil	03	022	0	0	0	0	☐	
		0104	PK-Bil	08	022	0	0	0	0	☐	

=> Crs Nbr: 0103 PK Svc ID: 01010000 Multi Svc Ind: ☐ Lock: ☐ Include UIL Elig: ☐

Section: 02 Max Seats: 035 Enrolled Students Sem 1: 19 Sem 2: 19 Non Campus Based: 00 Dst Lrng: ☐

Section Information

Pop Srvd: 01 Crs Seq:

Instruct Set: Wks/Mnth: 04

Class Type: 01 PK Curricula: 01

High Qual PK Prog: 1 Stu Instr: 01

PK Sch Type: 02 Home Room Ind: ☐

PK Prog Eval Type: 01

Restrictions

Type Rstrctn:

Team Code:

Gender Rstrctn:

Grade Rstrctn: +

Course Codes and Credits

Dual Crdt:

Adv Tech Crdt: 0

AAR Use:

Grad Plan Use:

Special Consid:

College Credit Hrs

Sem 1: 0

District Information

Crs Seq: ☐ Exam/S

Instruct Set: ☐ AAR Us

Pop Srvd: 01 Grad Pl

Role ID: 087 Special

Nbr Sem: 2 Incl UIL

OnRamps: ☐

Campus Information

□ HOMEROOM-INDICATOR **Home Room Ind** (E1440) Indicates if the section is the student's homeroom. For Submission 3, this must be reported for all kindergarten students.

Grade Reporting > Maintenance > Student > Individual Maint > Crs Assign

Crs Assign Grd Update Grd/Crs Maint Course Codes Sched Inquiry Grade Avg Crs/Sec Change CTE Assignments Prior Yr Transfer Cumulative Courses EOC Exception

Include All WD Courses? Current Entry Date: 08-27-2018 Semester of Entry: 1 Copy Courses Schedule Audit

Current Track: 03 Current Sem 1: 08-27-2018

Del	Act Crs	Course	Sec	Title	Per	Entry Date	WD Date	Xtr Crs	Sif Pod
		9500	01	Monitor	00	08-27-2018	--		
		4401	01	Government	01	08-27-2018	--		
		8613	01	Prac Info Tech	02	08-27-2018	--		
		7304	01	Ath/FB 4 Fall	03	08-27-2018	--		
		6973	01	Theatre Prod 4	04	08-27-2018	--		
		8307	05	Prof Comm	05	08-27-2018	--		

Current Sem 2: 10-29-2018

Del	Act Crs	Course	Sec	Title	Per	Entry Date	WD Date
		9500	01	Monitor	00	10-29-2018	--
		9795	01	Edgenuity	01	10-29-2018	--
		8613	01	Prac Info Tech	02	10-29-2018	--
		7304	01	Ath/FB 4 Fall	03	10-29-2018	--
		6973	01	Theatre Prod 4	04	10-29-2018	--
		4501	01	Economics	05	10-29-2018	--

□ STUDENT-BEGIN-DATE **Entry Date** (E1069) is the date(s) the student was assigned, or reassigned, to a particular course-section in the current school year. For submission 3, this identifies the first date a student was assigned to the class in the current school year.

☐ **STUDENT-END-DATE WD Date** (E1070) is the last date(s) the student was assigned, or reassigned to a particular course-section in the current school year. For submission 3, this identifies the last date a student was assigned to the class in the current school year.

Grade Reporting > Maintenance > Student > Individual Maint > Grd/Crs Maint

The screenshot shows the 'Grd/Crs Maint' form. At the top, there are tabs: Demo, Crs Assign, Grd Update, Grd/Crs Maint (selected), Course Codes, Sched Inquiry, Grade Avg, Crs/Sec Change, and CTE. Below the tabs, there are dropdowns for Course (1301 Eng 3), Section (34 04 - 04 (102 - ROMERO, REBECCA)), and Semester (1), followed by a 'Retrieve' button. Below this, there is a 'Per: 04 Active Student' section. The main form area has two tabs: 'Absences' and 'Comments'. The 'Absences' tab contains a table with columns: Grade, Total Unexc, Exc, Sch Rel, Tardy, and Citz. The 'Comments' tab contains a grid of dropdowns. Below these tabs, there are various input fields: Exam, Credit, EOC Score, AAR use, Transferred, Sem, Pass/Fail (highlighted with a red circle and showing '01'), EOC Sem, Special Crs Consid, CPR, Final, GPA Override, EOC Final, and Grad Plan Use Cd (ENGL).

☐ **COURSE-COMPLETION-INDICATOR Pass/Fail** (E1068) indicates if the student finished the full sequence of instruction for a course.

The same field is used for PASS/FAIL-CREDIT-INDICATOR-CODE (E0949) described later in this guide.

Complex Type: StudentGraduationProgramExtension

Description: For Submission 3, this identifies the intent of students enrolled in the Foundation High School Program by collecting the Participant Code, Distinguished Level of Achievement Indicator Code, and the Endorsement Indicator Codes. If a student has attended multiple campuses within the same school district over the course of a school year, then the last campus should be the one that is reporting the *StudentGraduationProgramExtension* Complex Type.

The following elements from the *StudentGraduationProgramExtension* complex type are included Submission 3:

☐ **CAMPUS-ID** (E0266) For Submission 3, this refers to the campus where the high school

student was enrolled on the last day of the school year, or his last day of enrollment during the school year. For example, if a student was enrolled at both campus 004 and campus 003 during the course of the school year, and was last enrolled at campus 003, the extension should reflect the FHSP data from campus 003, not 004. The student's exit date field must be blank for the campus he was last enrolled in.

Registration > Maintenance > Student Enrollment > Generic

Delete	Campus	Entry Date	Exit Date	Reason	Other Spc Pgms	Code 1	Code 2	Code 3	Code 4
	001	12-01-2017	- -		IGC				

NOTE: IGC should be set up as a generic program on **Registration > Maintenance > Campus Profile > Campus Generic Ent/Wd Program Codes**. The student should have a row on the Generic tab with a row where **Other Spc Pgms** is set to the generic code for IGC if applicable.

☐ INDIVIDUAL-GRADUATION-COMMITTEE-REVIEW-CODE (E1563) indicates if an Individual Graduation Committee (IGC) has been established for the student. For Submission 3, this is only reported for 11th and 12th grade students.

Graduation Plan > Maintenance > Student > Individual Maintenance > PGP

Grade Level: 09		9th Grd Entry Dt: 08-27-2018	Graduation Plan: FPBIVETSTU - FHSP Bus & Inds Veterinary Studies Pathway	
Cohort: 2022		PEIMS Grad Type: 34 - FHS Prgm (9th GR 14-15 and thereafter)		

Grade Level Course Detail	Credit Summary	Credit Detail	PGP	Performance Acknowledgment
---------------------------	----------------	---------------	-----	----------------------------

CPR Date Completed --

Speech Date Completed --

Peace Officer Interact Date Completed --

Foundation	Endorsement	Distinguished	STAAR EOC Assmnts	College Readiness
4 English (English 1-3 & 1 Adv) 3 Math (Alg1, Geo, & 1 Adv) 3 Science (Bio, IPC or Adv & 1 Adv) 3 SS (US H, Eco/Govt & WG or WH) 2 Language Other Than English 1 Fine Arts 1 Physical Education 5 Electives (22 Credits) 1 - Pursuing	(22 Credits) 1 Math (Adv) 1 Science (Adv) 2 Electives (26 Credits)	(26 Credits) with 4 Science 1 Algebra 2 Endorsement 1 - Pursuing	English 1 English 2 Algebra 1 Approaches Biology 1 US History English 3 Algebra 2 Cum GPA 0.0000 Cum Rank 0	ACT.....Composite ACT PLAN...Composite PSAT Old....Combined PSAT New...Combined PSAT Section Scores SAT.....Combined SAT Section Scores College Readiness..... TSI Required

Industry Credentials or Certification	Accelerated Learning Plan	Monitor Plan																
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><th>Date</th></tr> <tr><td>--</td></tr> <tr><td>--</td></tr> <tr><td>--</td></tr> <tr><td>--</td></tr> <tr><td>--</td></tr> </table>	Date	--	--	--	--	--	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>--</td></tr> <tr><td>--</td></tr> <tr><td>--</td></tr> <tr><td>--</td></tr> <tr><td>--</td></tr> </table>	--	--	--	--	--	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>--</td></tr> <tr><td>--</td></tr> <tr><td>--</td></tr> <tr><td>--</td></tr> <tr><td>--</td></tr> </table>	--	--	--	--	--
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Parent's Educational Expectation	Endorsements	PGP Acknowledgment																							
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>--</td></tr> <tr><td>--</td></tr> <tr><td>--</td></tr> </table>	--	--	--	The Student must have 26 credits for an endorsement or distinguished level of achievement. <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th></th> <th>Date Completed</th> </tr> <tr> <td>STEM</td> <td>0 - Not Participating --</td> </tr> <tr> <td>Public Services</td> <td>0 - Not Participating --</td> </tr> <tr> <td>Business and Industry</td> <td>1 - Pursuing --</td> </tr> <tr> <td>Multi Disciplinary Studies</td> <td>1 - Pursuing --</td> </tr> <tr> <td>Arts and Humanities</td> <td>0 - Not Participating --</td> </tr> </table>		Date Completed	STEM	0 - Not Participating --	Public Services	0 - Not Participating --	Business and Industry	1 - Pursuing --	Multi Disciplinary Studies	1 - Pursuing --	Arts and Humanities	0 - Not Participating --	The importance of a High School Graduation plan, the distinguished level of postsecondary education, automatic financial aid have been explained <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th></th> <th>Date</th> </tr> <tr> <td>Student Signature</td> <td>--</td> </tr> <tr> <td>Parent Signature</td> <td>--</td> </tr> <tr> <td>Counselor Signature</td> <td>--</td> </tr> </table>		Date	Student Signature	--	Parent Signature	--	Counselor Signature	--
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STEM	0 - Not Participating --																								
Public Services	0 - Not Participating --																								
Business and Industry	1 - Pursuing --																								
Multi Disciplinary Studies	1 - Pursuing --																								
Arts and Humanities	0 - Not Participating --																								
	Date																								
Student Signature	--																								
Parent Signature	--																								
Counselor Signature	--																								

NOTE: If the student does not have a graduation plan, the fields can be updated on **Registration > Maintenance > Student Enrollment > Demo3** instead.

- ☐ FHSP-PARTICIPANT-CODE **Foundation** (E1541) indicates if the student is currently enrolled in the FHSP. The code is reported at the end of the school year for all students in grade levels 9-12.
- ☐ FHSP-DISTING-LEVEL-ACHIEVE-INDICATOR-CODE **Distinguished** (E1542) indicates if the student is currently pursuing or has successfully completed the distinguished level of achievement program under the FHSP. For Submission 3, the code must be reported for any student who has completed or is pursuing the FHSP.
- ☐ STEM-ENDORSEMENT-INDICATOR-CODE **STEM** (E1544) indicates if the student is currently pursuing or has successfully completed a Science, Technology, Engineering, and Mathematics Endorsement. For Submission 3, the code must be reported for any student who has completed or is pursuing the FHSP.
- ☐ PUBLIC-SERVICES-ENDORSEMENT-INDICATOR-CODE **Public Services** (E1546) indicates if the student is currently pursuing or has successfully completed a Public Services

Endorsement. For Submission 3, the code must be reported for any student who has completed or is pursuing the FHSP.

☐ BUSINESS-AND-INDUSTRY-ENDORSEMENT-INDICATOR-CODE **Business and Industry** (E1545) indicates if the student is currently pursuing or has successfully completed a Business and Industry Endorsement. For Submission 3, the code must be reported for any student who has completed or is pursuing the FHSP.

☐ MULTI-DISCIPLINARY-STUDIES-ENDORSEMENT-INDICATOR-CODE **Multi Disciplinary Studies** (E1548) indicates if the student is currently pursuing or has successfully completed a Multi-Disciplinary Studies Endorsement. For Submission 3, the code must be reported for any student who has completed or is pursuing the FHSP.

☐ ARTS-AND-HUMANITIES-ENDORSEMENT-INDICATOR-CODE **Arts and Humanities** (E1547) indicates if the student is currently pursuing or has successfully completed an Arts and Humanities Endorsement. For Submission 3, the code must be reported for any student who has completed or is pursuing the FHSP.

RUN REPORTS FOR VERIFYING STUDENT-GRADUATION-PROGRAM-EXTENSION COMPLEX TYPE DATA

Graduation Plan > Reports > SGP1000 - Student Personal Graduation Plan

SGP1000 allows you to view students personal graduation plans (PGPs). Verify data for each student who has a graduation plan.

001 School 4sem campus						Personal Graduation Plan					
Student ID: 370398 Name:Acuna, Michael Rene						DOB: 02/19/2001 Grade Level: 11 Cohort Year: 2019 Grad					
CPR Date Completed:			Speech Date Completed:			Peace Officer Interact Date Completed:					
Foundation		Endorsement		Distinguished		Endorsements		Date		STAAR EOC Assess	
4 English (English 1-3 & 1 Adv)		(22 Credits)		(26 Credits)		STEM		Not Participating		English 1 II	
3 Math (Alg1, Geometry & 1 Adv)		1 Math (Adv)		with 4 Science		Public Services		Not Participating		English 2 Approa	
3 Science (Bio,IPC or Adv & 1Adv)		1 Science		1 Algebra 2		Business & Industry		Not Participating		Algebra 1 II	
3 SS (USH,Eco/Govt & WG or WH)		(Adv)		Endorsement		Multi-Discipln Studies		Pursuing		Biology 1 II	
2 LOTE		2 Electives				Arts & Humanities		Pursuing		US History Meets	
1 FA										English 3	
1 PE										Algebra 2	
5 Electives Pursuing				Pursuing						Cum GPA 1.7057	
(22 Credits)										Cum Rank 5	
College Career Instruction No											
		</									

report. Select the fields for the various elements, and click **Create Report**.

The screenshot displays a web-based reporting tool with several expandable sections. The 'Graduation' section is active, showing a grid of checkboxes for fields such as 'Graduation Type', 'Cert of CrsWrk Dt Completed', 'Peace Officer Interact Date Completed', 'STEM', 'Business and Industry', 'Arts and Humanities', 'Industrial Certification2', and 'Industrial Certification4'. The 'DAP Advanced Measures' section is also active, showing checkboxes for 'Campus', 'Entry Date', 'Exit Date', 'Reason', 'PRS', 'CEHI', and 'CTE Elig'. The 'PRS' section is active, showing checkboxes for 'Campus', 'Entry Date', 'Exit Date', 'Reason', 'PK Program Cd', 'PK Funding Source', and 'PK Secondary Funding'. The 'Generic' section is active, showing a dropdown menu for 'IGC - Individual graduation committee' and checkboxes for 'Entry Date', 'Exit Date', and 'Reason'. The 'PK Enroll' section is active, showing checkboxes for 'Campus', 'Entry Date', 'Exit Date', 'Reason', 'PK Program Cd', 'PK Funding Source', and 'PK Secondary Funding'.

3. [Interchange: StudentProgramExtension](#)

Complex Type: StudentProgramExtension

Description: Represents any program designed to work in conjunction with or to supplement the main academic program to provide instruction, training, services or benefits through federal, state, or local agencies. Programs may include organized extracurricular activities.

The following elements from the *StudentProgramExtension* complex type are included in Submission 3:

Registration > Maintenance > Student Enrollment > Demo3

The screenshot shows the 'Student Enrollment' interface for 'Demo3'. The 'Career Technology' section is expanded, showing checkboxes for 'Day Care CTE Support Service', 'Transport CTE Support Service', and 'Displaced Homemaker'. The 'Single Parent/Pregnant Teen' dropdown menu is set to '2'. The 'Career and Technology Ind' dropdown menu is set to '2'. The 'Promotion' section is expanded, showing checkboxes for 'Status Indicators' and 'Graduation'.

☐ CAREER-AND-TECHNICAL-ED-IND-CD **Career and Technology Ind** (E0031) indicates if the student is enrolled in a state-approved career and technical education course (CTE) as an elective, as a participant in the district's career and technical coherent sequence of courses, or as a participant in the district's tech prep program. For Submission 3, the code is based on the student's end-of-year status. If the student is in grade level 6-12 and the CTE indicator is 1, there must be a course completion record with a valid CTE service ID from the C022 table.

NOTE: A student can have this code set to 1 if he completed the first semester of a CTE course and did not enroll in the CTE course for the second semester.

You can use the Set Student CTE Indicators utility to automatically set student CTE indicators for Submission 3:

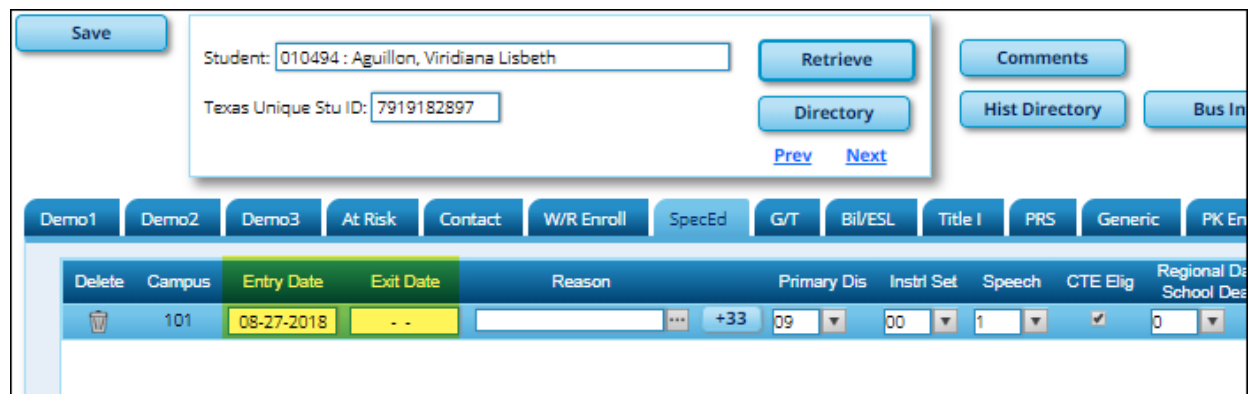
This utility assigns students who are taking at least one CTE course (i.e., the C022 service ID type = VOED) to code 1.

1. Go to **Registration > Utilities > Set Student CTE Indicators**.

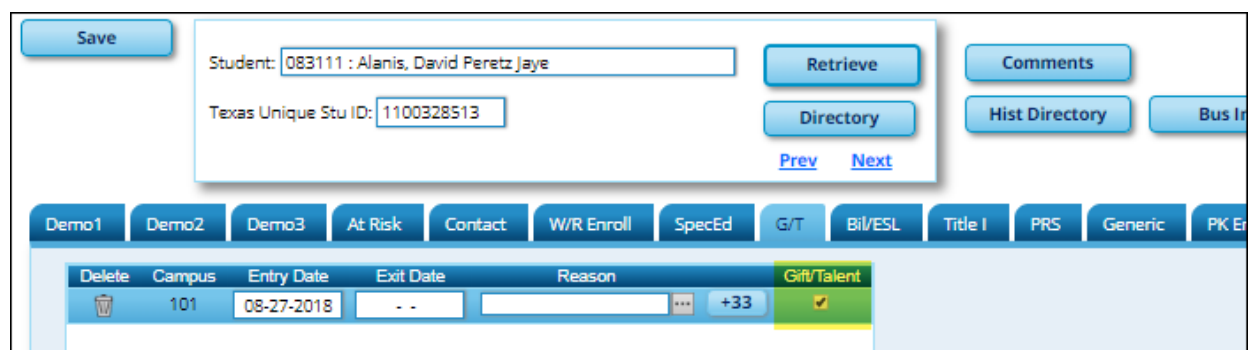
2. Select the campus, select **Set CTE Indicators for Summer PEIMS**, and click **Execute**.

3. Review the Preview Report, which lists students by grade level whose CTE indicator is set to 1.

Date Run:		Set Student CTE Indicators for Summer PEIMS
Cnty-Dist: 020-020		As-of Date:
Campus : 001		Agarita High School
Grade: 09		
Student ID	Name	(CTE indicators for the following Students are set to 1)
019850	Acosta, Gabriel Joseph	
091629	Adams, Rocio	
081704	Adcox, Christian Ryan	
024271	Agosto, Davin Frank	
025327	Aguero, Jayden Jaxine	
019743	Aguilar, Homer M	

Registration > Maintenance > Student Enrollment > SpecEd


☐ SPECIAL-ED-INDICATOR-CODE (E0794) indicates if the student is participating in a special education instructional and related services program, or a general education program using special education support services, supplementary aids, or other special arrangements.

Registration > Maintenance > Student Enrollment > G/T


☐ GIFTED-TALENTED-INDICATOR-CODE **Gift/Talent** (E0034) indicates if the student is participating in a state-approved gifted and talented program for each six-week reporting period. For Submission 3, the code must reflect the student's participation in the program for the school year. If a student leaves the program during the school year, report the student with code 1 at the end of the school year.

Registration > Maintenance > Student Enrollment > PRS

Save

Student: 312192 : Natal, Madison Katelyn

Texas Unique Stu ID: 5233485918

Retrieve

Comments

Directory

Hist Directory

Bus In

Prev Next

Demo1 Demo2 Demo3 At Risk Contact W/R Enroll SpecEd G/T Bi/ESL Title I PRS Generic PK En

Delete	Campus	Entry Date	Exit Date	Reason	PRS	CEH	CTE Elig
	001	08-31-2018	- -		☒	☒	☒

☐ PREGNANCY-RELATED-SERVICES **PRS** (E1432) indicates whether a female student was eligible to receive pregnancy-related services.

RUN REPORTS FOR VERIFYING STUDENT-PROGRAM-EXTENSION COMPLEX TYPE DATA

Registration > Reports > Registration Reports > Program > SRG1200 - Student Status Changes by Program

SRG1200 lists student status in all programs. Type Y for each program and print each report separately.

Date Run:		Student Status By Program Changes					Program ID: SRG1200				
Cnty-Dist:	015-102	TxELS High School					Page: 1 of 2				
Campus:	001	Sch Year: 2020									
Gifted and Talented Records:											
Stu ID	Student Name	Grd	SSN	Entry	Withdraw	Wd Rsn	Gifted & Talented Indicator	General Intelligent Ability	Creative Productive Thinking	Specific Subj. Matter Apt.	Leadership Ability
082417	ALDERMAN, ORLANDO J	09	XXX-XX-XXXX	08-21-2019			1	0	0	0	0
007041	BROWN, JERRY J	09	XXX-XX-XXXX	08-21-2019			1	1	1	1	1
081019	DURAN, CALI J	09	XXX-XX-XXXX	08-21-2019			1	0	0	0	0
100936	FLORES, DEVYN J	09	XXX-XX-XXXX	08-21-2019			1				
081536	GARCIA, MICHAEL A	09	XXX-XX-XXXX	08-21-2019			1	0	0	0	0
081689	HAGEN, REESE E	09	XXX-XX-XXXX	08-21-2019			1	0	0	0	0

Grade Reporting > Reports > Grade Reporting Reports > Student Verification > SGR1600 - Career & Technology Code Verification

SGR1600 provides a list of all students who have a CTE course in their schedule.

Career and Technology Code Verification Report																	Program ID: SGR1800		
001 School 4sem campus																	Page: 1 of 53		
Sch Year: 2019 Semester: 2																			
Name	Student ID	SSN State ID	Grd Lvl	Enrl Nbr	Act Cd	Trk	WD Date	Course Number	Sec Nbr	Period	Sem Nbr	Car Tech Code	CTE Crd Amt	Xtr Crs	TEA Service ID	TEA Service ID Description	TEA Service ID Override	Crs Dt Entry	Crs Dt Withdrw
D Koven D	312101	X00X0X-3554	12	802	1	03		8811	02	01 - 01	2	1	1		13018300	POLISCI1		10/29/2018	
a, Nicholas R	370382	X00X0X-5977	12		1	03		8515	01	01 - 01	2	2	2		13040300	DISTLBS		10/29/2018	
a, Sydney D	370374	X00X0X-3241	12	310	1	03		8012	01	04 - 04	2	2	1		13000700	ADVANSOI		10/29/2018	
								8018	01	02 - 02	2	2	2		13002600	PRACAFNR1		10/29/2018	
Levi R	016582	X00X0X-5747	12	309	1	01		8105	03	04 - 04	2	2	1		13034400	ENTREP		10/29/2018	
								8613	01	02 - 02	2	2	2		13028000	PRACITI		10/29/2018	
Marcus V	023937	X00X0X-5288	12	815	1	03		8604	01	01 - 01	2	2	2		13027300	COMPMITN		10/29/2018	
Alexander D	091654	X00X0X-0395	11	815	1	01		8604	03	02 - 02	2	2	2		13027300	COMPMITN		10/29/2018	
Jarrett J	016988	X00X0X-8246	10	504	1	03		8307	05	05 - 05	2	2	1		13008900	PROFCOMM		10/29/2018	
								8802	03	02 - 02	2	2	1		13028300	LAWENF1		10/29/2018	
Gregorio	081381	X00X0X-0119	11	705	1	03		8015	01	04 - 04	2	2	1		13002000	HORTISCI		10/29/2018	
								8307	05	05 - 05	2	2	1		13008900	PROFCOMM		10/29/2018	
Sebastian	081852	X00X0X-8816	10	502	1	03		8007	01	05 - 05	2	2	1		13002200	AGMECHMT		10/29/2018	
Aaron B	076775	X00X0X-3260	10	602	1	01		8503	01	04 - 04	2	2	1		13005100	CONTECH1		10/29/2018	
Alexander	024139	X00X0X-2329	11	419	1	01		8902	02	02 - 02	2	2	1		13020400	HLTHSCI		10/29/2018	
Eduardo	023865	X00X0X-1081	12	210	1	03		8213	01	05 - 05	2	2	2		13025300	COBMET2		10/29/2018	
								8217	05	03 - 03	2	2	1		13025050	PRIDOSMO		10/29/2018	
Leticia D	025604	X00X0X-5260	10	205	2	01	10/01/2018	8006	01	03 - 03	2	0	1		13000300	LIVEPROD		10/29/2018	10/29/2018
								8904	02	04 - 04	2	0	1		13020300	MEDTERM		10/29/2018	10/29/2018
Mario	082390	X00X0X-6909	12	210	1	03		8813	01	04 - 04	2	2	1		13020600	ANATPHYS		10/29/2018	

- Verify and update data for students in CTE, and verify their enrollment in a CTE-eligible class.
- Verify the information in columns **Car Tech Code** and **TEA Service ID**. Sorting the report by these columns may be helpful.
- The **CTE Crd Amt** field displays the number of hours earned for each course toward CTE contact hours. Ensure that all 6th-8th grade CTE courses display 0, unless it is a self-contained course for special education students only.

Complex Type: StudentTitleIPartAProgramAssociationExtension

Description: Represents the Title I Part A program(s) that a student participates in or receives services from.

The following elements from the *StudentTitleIPartAProgramAssociationExtension* complex type are included in Submission 3:

Registration > Maintenance > Student Enrollment > Title I

Save

Student: 076775 : Aguilar, Aaron Benjamin Retrieve

Texas Unique Stu ID: 1633075081 Directory

Prev Next

Demo1 Demo2 Demo3 At Risk Contact W/R Enroll SpecEd G/T Bil/ESL Title I

Delete	Details	Campus	Entry Date	Exit Date	Reason	Title I
		001	08-27-2018	--		6

+ Add

Campus: 001 Wdraw Reason: +33

Title I Entry Date: 08-27-2018 Title I Code: 6

Title I Exit Date: --

□ TITLE-I-PART-A-INDICATOR-CODE **Title I Code** (E0894) indicates if the student is participating in a Title I, Part A program. For submission 3, valid codes are 6 (*schoolwide program school*), 7 (*targeted assistance*), 9 (*homeless*), and A (*neglected*). All students attending a Title I, Part A Schoolwide Program School must be reported as code 6.

NOTE: Verify Title I entry and withdrawal dates for all Title I students. All students attending a Title I, Part A Schoolwide Program School must be reported with a TITLE-1-PART-A-INDICATORCODE 6.

For a schoolwide Title I campus, you can use the Title I Code Conversion utility to set **Title I Code** to 6 for all students:

1. Go to **Registration > Utilities > Title 1 Code Conversion**.
2. In the **Title 1 Code** field, select 6 *Attends Schoolwide Title I Program School*.

Utilities > Title 1 Code Conversion

Title 1 Code: 6 Attends Schoolwide Title I Program School ▼

Warning!!! Make sure you have a Backup of your database before continuing.

This utility converts the campus to the Title 1 program chosen. **Execute**

3. Click **Execute**.

- ☐ TITLE-I-PART-A-READING-INDICATOR-CODE **Reading Code** (E1018) indicates if the student at a targeted-assistance campus or identified as homeless or neglected has received Title I, Part A-funded supplementary reading instruction during the current school year, or will receive instruction before July 1.
- ☐ TITLE-I-PART-A-SCIENCE-INDICATOR-CODE **Science Code** (E1021) indicates if the student at a targeted-assistance campus or identified as homeless or neglected has received Title I, Part A-funded supplementary science instruction during the current school year, or will receive instruction before July 1.
- ☐ TITLE-I-PART-A-MATHEMATICS-INDICATOR-CODE **Math Code** (E1020) indicates if the student at a targeted-assistance campus or identified as homeless or neglected has received Title I, Part A-funded supplementary mathematics instruction during the current school year, or will receive instruction before July 1.
- ☐ TITLE-I-PART-A-SOCIAL-STUDIES-INDICATOR-CODE **Social Studies Code** (E1022) indicates if the student at a targeted-assistance campus or identified as homeless or neglected has received Title I, Part A-funded supplementary social studies instruction during the current school year, or will receive instruction before July 1.
- ☐ TITLE-I-PART-A-GUIDANCE-COUNSELING-SERVICES-INDICATOR-CODE **Guidance Couns** (E1024) indicates if the student at a targeted-assistance campus or identified as homeless or neglected has received Title I, Part A-funded supplementary counseling, pupil services, or college and career awareness and preparation during the current school year, or will receive guidance/counseling services before July 1.
- ☐ TITLE-I-PART-A-HEALTH-SERVICES-INDICATOR-CODE **Health** (E1026) indicates if the student at a targeted-assistance campus or identified as homeless or neglected has received Title I, Part A funded health, dental, or eye care services during the current school year, or will receive services before July 1.
- ☐ TITLE-I-PART-A-SOCIAL-WORK-SERVICES-INDICATOR-CODE **Social Work** (E1025) indicates if the student at a targeted-assistance campus or identified as homeless or neglected has received Title I, Part A-funded supplementary social work services during the current school year, or will receive services before July 1.

RUN REPORT FOR VERIFYING STUDENT-TITLE-I-PART-A-PROGRAM-ASSOCIATION-EXTENSION COMPLEX TYPE DATA

Registration > Reports > Registration Reports > Program > SRG1200 - Student Status Change by Program

Run SRG1200 with the **Print Title 1** Records parameter set to Y. Verify all entry and withdrawal dates and special program services.

Date Run:

Cnty-Dist: 001-901

Campus: 001

Student Status By Program Changes

001 School

Sch Year: 2019

Program ID: SRG1200

Page: 1 of 54

Title I Records:

Stu ID	Student Name	Grd	SSN	Entry	Withdraw	Wd Rsn	Title I
392153	Adame, Nathalia	09	XXX-XX-XXXX	08-27-2018			6
312281	Aguilar, Cheyenne N	09	XXX-XX-XXXX	12-05-2018			6
092009	Aguilar, Emberlynn K	09	XXX-XX-XXXX	08-27-2018			6
075933	Alatorre, Kevin D	09	XXX-XX-XXXX	08-27-2018			6
082625	Alvarez, Anisa V	09	XXX-XX-XXXX	08-27-2018			6
082960	Alvarez, Derrick D	09	XXX-XX-XXXX	08-27-2018			6
110146	Alvarez, Jordyn A	09	XXX-XX-XXXX	08-27-2018			6
410074	Alvarez, Jose O	09	XXX-XX-XXXX	08-27-2018			6
082858	Amesquita, Daniel	09	XXX-XX-XXXX	08-27-2018			6
077008	Anaya, James	09	XXX-XX-XXXX	08-27-2018			6

4. [Interchange: StudentAttendanceExtension](#)

Complex Type: BasicReportingPeriodAttendanceExtension

Description: Represents the recording of a student's regular reporting period attendance.

The following elements from the *BasicReportingPeriodAttendanceExtension* complex type are included in Submission 3:

- ☐ GRADE-LEVEL-CODE (E0017) - Described previously.
- ☐ INSTRUCTIONAL-TRACK-INDICATOR-CODE (E0975) - Described previously.
- ☐ REPORTING-PERIOD-INDICATOR-CODE (E0934) - Described previously.
- ☐ NUMBER-DAYS-TAUGHT (E0935) - Described previously.
- ☐ TOTAL-ELIGIBLE-DAYS-PRESENT (E0937) is the total number of days the student was present and eligible for Foundation School Program funding during a particular reporting period. This is calculated as the number of days the student was enrolled in the reporting period minus the number of days the student was absent.

□ ATTENDANCE-EVENT-INDICATOR (E1085) is the attendance event type (i.e., Regular, Bilingual, CTE, ESL, PRS, Special Ed, Flexible-Regular, Flexible-Bilingual, Flexible-CTE, Flexible-ESL, Flexible-PRS, Flexible-Special Ed). **This is hard coded in the program according to the code table C188.**

Registration > Maintenance > Student Enrollment > W/R Enroll

The screenshot displays the 'W/R Enroll' form. At the top, there are tabs for Demo1, Demo2, Demo3, At Risk, Contact, W/R Enroll, SpecEd, G/T, Bil/ESL, Title I, PRS, Generic, PK Enroll, and ELO. Below the tabs is a table with the following columns: Delete, Details, Campus, Entry Date, Exit Date, Reason, Status, Exclusion, Grade, Elig Cd, Track, Attrb Cd, Camp Res, CTE Elig, and Comnts. The 'Elig Cd' column is highlighted in green. Below the table, there are input fields for Campus (001), Entry Date (08-27-2018), Exit Date (--), Reason, Status Cd (1), Exclusion Code, Grade Level (12), Eligibility Code (4), Track (03), Attribution Cd (00), and Camp Resid (--). A dropdown menu for Eligibility Code is open, showing options: 0: Enrolled, Not in Membership; 1: Eligible for Full Day Attend; 2: Eligible for Half Day Attend; 3: Eligible transfer - Full Day; 4: Ineligible - Full Day.

□ TOTAL-INELIGIBLE-DAYS-PRESENT (E0936) is the total number of days the student was present but ineligible for Foundation School Program funding during a particular reporting period. This is a count of the days the student was enrolled in school but not eligible for membership.

Attendance > Maintenance > Student > Student Inquiry > Cumulative

Count of Absences

Count of Tardies

Attendance By Date

Attendance Audit

District Yearly Count

Letter Control

Cumulative



◀◀◀▶▶▶

Date Run:

Cumulative Absences

Program ID: STA0030

Cnty-Dist: 925-925

101 School

Page: 1 of 1

As of Date:

Grade: 01

Student ID: 981396 AGUERO-MUNOZ, LAILA L

Sch Year	Cyc	Campus	Track	ADA Per	Days Taught	Days Mbrshp	Exc	Abs	Unex Abs	Total Abs	Days Present	% of Att
2020	1	101	01	02	29	29	0	2	2	2	27	93%
2020	2	101	01	02	24	24	2	0	0	2	22	92%
2020	3	101	01	02	27	27	1	0	0	1	26	96%
2020	4	101	01	02	31	31	0	0	0	0	31	100%
2020	5	101	01	02	29	12	0	0	0	0	12	100%
2020	6	101	01	02	32	0	0	0	0	0	0	0
Totals:						123	3	2	5	118	96%	
2019	1	101	01	02	29	29	0	0	0	0	29	100%
2019	2	101	01	02	24	24	0	0	0	0	24	100%

☐ TOTAL-DAYS-ABSENT (E0036) is the total number of days the student was absent during a particular reporting period.

Registration > Maintenance > Student Enrollment > PK Enroll

Demo1	Demo2	Demo3	At Risk	Contact	W/R Enroll	SpecEd	G/T	Bi/ESL	Title I	PRS	Generic	PK Enroll
Delete	Details	Campus	Entry Date	Exit Date	Reason	PK Program Cd	PK Funding Source	PK Secondary Funding				
		101	08-27-2018	--		02	2					
+ Add												
Campus:	101	PK Program Code:	02									
Entry Date:	08-27-2018	PK Funding Source:	2									
Exit Date:	--	PK Secondary Funding:										
Reason:												
+33												

☐ PK-PROGRAM-TYPE-CODE **PK Program Code** (E1078) is the length of the student's PK

instructional day. The code is required for all PK students reported in Submission 3.

☐ PRIMARY-PK-FUNDING-SOURCE-CODE **PK Funding Source** (E1079) indicates the primary source of funding for the PK student.

☐ SECONDARY-PK-FUNDING-SOURCE-CODE **PK Secondary Funding** (E1080) indicates the secondary source of funding for the PK student.

VERIFY DISTRICT POSTING CODES

Attendance > Maintenance > District > Posting Codes

Verify all district posting codes, paying close attention to the ADA Codes.

Save

Print

Delete	Posting Code	Description	ADA Code	Prepost	Absence Type
	1	Parent Note Excused	☒	☒	A ...
	2	Discipline Excused	☒	☒	A ...
	3	Discipline Unexcused	☒	☒	U ...
	A	Excused absence	☒	☒	A ...
	B	Extra Curricular Band	☐	☒	E ...
	C	Court Appearance	☐	☐	C ...
	D	Student Mentorship Absence	☐	☐	D ...
	E	Extra Curricular Sports	☐	☒	E ...
	F	Non UIL activity/present	☐	☒	F ...
	G	Military deployed parent	☐	☐	G ...
	H	Visit Higher Ed Institution	☐	☒	H ...
	I	Citizen/paperwork/ceremony	☐	☐	I ...
	J	Pursuing Military Enlistment	☐	☐	Q ...
	K	Election clerk	☐	☒	K ...
	L	DFPS court ordered absence	☐	☐	L ...
	M	Medical Excused	☐	☐	M ...
	O	Present on campus	☐	☒	N ...
	P	Present	☐	☒	P ...
	Q	Present at test site	☐	☒	N ...
	R	Religious Excused	☐	☐	R ...

Registration > Maintenance > Student Enrollment > W/R Enroll

Ensure that valid campus entry and withdrawal dates are entered for all students.

Demo1	Demo2	Demo3	At Risk	Contact	W/R Enroll	SpecEd	G/T	Bil/ESL	Title I	PRS	Generic	PK Enroll		
Delete	Details	Campus	Entry Date	Exit Date	Reason	Status	Exclusion	Grade	Elig Cd	Track	Attrib Cd	Camp Res	CTE Elig	Comments
		001	08-27-2018	08-27-2018	80	No Show		09	1	01	00	--		

RUN REPORTS FOR VERIFYING BASIC-REPORTING-PERIOD-ATTENDANCE-

EXTENSION COMPLEX TYPE DATA

Attendance > Reports > Attendance Reports > Audit > SAT0500 - Campus Attendance Summary

SAT0500 provides absence information by campus, track, and period. You can use the report to verify attendance for each day, period, and code.

Date Run:		Attendance Summary										Program ID: SA				
Cnty-Dist: 020-020		Aganita High School										Page: 3				
Campus: 001		For: Attendance Track: All														
Student ID	Student Name	Trk	Grd Lvl	Cntrl Nbr	Period = Posting Reason										Student Phone	
					0	1	2	3	4	5	6	7	8	9	10	
091347	Aguilar, Frank N	01	09			U	U	U	U	U	U	U	U			(555) 557-9853
092528	Aguilar, Joshua Z	01	10	413		M	M	M	M	M	M	M	M	M	M	
018608	Aguinaga, Saleen A	01	12	855		U	U	U	U	U	U	U	U			(555) 257-0858
091626	Balderas Escalante, Samiel I	02	09	207		U										(555) 472-8983
024341	Cardoza, Mercedes A	01	09			J	J	J	J	J	J	J	J	J	J	(555) 431-9637
024001	Carey, Madeline M	01	10	117		U	U	U	U	U	U	U	U	U		(555) 269-8782
017096	Conley, Arturo A	01	10	413		2	2	2	2							(555) 401-7841
018495	Pacheco, Alexis M	01	10	115		U	U	U	U	U	U	U	U	U		(555) 542-4316
311926	Quevedo Martinez, Josue I	01	12	135		G	G	G								(492) 086-7986
092265	Talamantez, Jennifer R	02	12	432		U	U	U		1	1	1	1			(147) 298-3464
390000	Talamantez, Kamrie J	02	11	234		U										(555) 541-7962
372501	Wahrmund, Joe A	01	10	111		G	G	G								(555) 620-0484

Period		1	2	3	4	5	6	7	8	9	10
Total Excused Absences	(A)	1	1	1	1	1	1	1	1	0	0
Total Unexcused Absences	(U)	8	6	6	5	5	5	5	5	3	0
Total Excused From Class	(E)	0	0	0	0	0	0	0	0	0	0
Total Tardy	(T)	0	0	0	0	0	0	0	0	0	0
Total Medical Excused	(M)	1	1	1	1	1	1	1	1	1	1
Total Religious Holiday	(R)	0	0	0	0	0	0	0	0	0	0
Total Screening-Medicaid	(S)	0	0	0	0	0	0	0	0	0	0
Total Mentorship	(D)	0	0	0	0	0	0	0	0	0	0
Total School related non-UIL	(F)	0	0	0	0	0	0	0	0	0	0

Attendance > Reports > Attendance Reports > Audit > SAT0900 - Campus/District Summary Report

SAT0900 provides the eligible/ineligible attendance days present and absent and special program contact hours. SAT0900 should be run at the end of every cycle to verify data.

- Table I can be compared to TSDS reports PDM3-130-001, PDM3-130-004, and PDM3-130-005.
- Table II can be used to verify CTE contact hours.
- Table III can be used to verify special education data.
- Table IV can be used to verify G/T data.

Mockingbird ISD Agarita High School		Table I Campus Summary Report - Student Attendance and Contact Hours by Cycle For School Year														
Cycle 3 Reporting Period		Dates Covered														
A Number of Days Taught -		Grade 6	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11									
B Tot Days Membership - All Students		0.00	0.00	0.00	0.00	0.00	0.00									
C Tot Days Absent - All Students		0.00	0.00	0.00	0.00	0.00	0.00									
D Tot Days Present - All Students (B-C)		0.00	0.00	0.00	0.00	0.00	0.00									
E Ineligible Days Present		0.00	0.00	0.00	0.00	0.00	0.00									
F Total Eligible Days Present (D-E)		0.00	0.00	0.00	0.00	0.00	0.00									
G Eligible Days Bilingual/ESL		0.00	0.00	0.00	0.00	0.00	0.00									
H Eligible Days Pg Related Services		0.00	0.00	0.00	0.00	0.00	0.00									
I Eligible Days Sp. Ed. Mainstream		0.00	0.00	0.00	0.00	0.00	0.00									
Q Percent Attendance		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%									
All Grades		Total														
J Refined ADA - Bilingual/ESL (G/A)		0.00														
K Refined ADA - Sp. Ed. Mainstream (I/A)		0.00														
M Career & Technology FTE (T / (6 * A))		0.00														
N Special Education FTE (U / (6 * A))		0.00														
O Regular Program Refined ADA (P - R)		0.00														
P Refined ADA (F/A)		0.00														
TEXAS ISD 2Sem/3Cyc High School		Table II - TIER 1 Campus Summary Report - Student Career & Technical Contact Hours by Semester						4/24/2023 13:26:49 001-905-001 Track: 00								
1st Six Weeks Aug. 10 - Sep. 16		2nd Six Weeks Sep. 20 - Oct. 28				Semester: 1 3rd Six Weeks Nov. 01 - Dec. 16										
Column A Column B Column C		Column A Column B Column C				Column A Column B Column C										
Career & Tech Code	Number of Days by CTE Code	Contact Hour Value	Tier Value	Total Eligible Contact Hours	FTE	Number of Days by CTE Code	Contact Hour Value	Tier Value	Total Eligible Contact Hours	FTE	Number of Days by CTE Code	Contact Hour Value	Tier Value	Total Eligible Contact Hours	FTE	
V1	0.00	1	0.000	0.00	0.000	V1	0.00	1	0.000	0.00	0.000	V1	0.00	1	0.000	0.00
V2	0.00	2	0.000	0.00	0.000	V2	0.00	2	0.000	0.00	0.000	V2	0.00	2	0.000	0.00
V3	0.00	3	0.000	0.00	0.000	V3	0.00	3	0.000	0.00	0.000	V3	0.00	3	0.000	0.00
	0.00			0.00	0.000		0.00			0.00	0.000		0.00			0.00
TEXAS ISD 2Sem/3Cyc High School		Table III Campus Summary Report - Special Education Hours by Semester For School Year 2022-2023 1st Cycle Aug. 10 - Sep. 16						4/24/2023 13:26:49 001-905-001 Track: 00								
Codes		Special Education Instructional Settings	Column A Eligible Days by Instruct. Settings	Column B Contact Hour Value	Column C Special Ed Contact Hrs Served	Column D Excess Hours	Column E Total Eligible Contact Hours	FTE								
(00)	Speech		812.00	0.250	203.000	0.000	203.000	1.253								
(01)	Homebound		60.00	1.000	60.000	0.000	60.000	0.370								
(02)	Hospital Class		0.00	4.500	0.000	0.000	0.000	0.000								
(08)	Vocational Adjustment Class/Program		0.00	5.500	0.000	0.000	0.000	0.000								
(30)	State Supported Living Centers		0.00	5.500	0.000	0.000	0.000	0.000								
(41)	Resource Room - Less than 21%		637.00	2.859	1,821.183	29.674	1,791.509	11.059								
(42)	Resource Room - Between 21% and 49%		107.00	2.859	305.913	0.000	305.913	1.888								
(43)	Self-Contain Mild/Mod/Sev 50%-60%		19.00	2.859	54.321	0.000	54.321	0.335								
(44)	Self-Contain Mild/Mod/Sev More than 60%		696.00	2.859	1,989.864	0.000	1,989.864	12.283								
TEXAS ISD 2Sem/3Cyc High School		Table IV Campus Summary Report - Gifted and Talented Students by Semester For School Year 2022-2023						4/24/2023 13:26:49 001-905-001 Track: 00 Semester: 1								
Section I. Gifted and Talented		Grade KG	Grade 01	Grade 02	Grade 03	Grade 04	Grade 05	Grade 06	Grade 07	Grade 08	Grade 09	Grade 10	Grade 11	Grade 12	Total	
		0	0	0	0	0	0	0	0	0	30	30	27	23	110	

NOTE: The Oath and Affidavits page must be signed and retained for audit purposes.

MOCKINGBIRD ISD
AGARITA HIGH SCHOOL

Oaths and Affidavits

Texas Education Agency
Peims Division

Campus Summary Report - Student Attendance and Contact Hours by Cycle

For School Year

3rd Cycle

This Report is True and Correct to the Best of My Knowledge

Typed Name of Authorized Contact Person

Telephone Number

Signature of Record Keeper

Date of final entry if replaced

Signature of Principal

Date

Attendance > Reports > Attendance Reports > Audit > SAT0920 - Campus/District Multi-Track Summary Report

SAT0920 provides multi-track campus or district summary reports that meet the audit documentation requirements specified in the Student Attendance Accounting Handbook. The report is similar to SAT0900 but allows you to run the report for all tracks at once.

Date Run: -		Campus Multi-track Summary Report - Student Attendance and Contact Hours by Cycle								Program ID: SAT0820	
Cnty-Dist: 020-020		For School Year									
Campus: 001		Mockingbird ISD / Aganite High School									
Cycle: 3		Table I									
Reporting Period for Cycle 3		Dates Covered: 									
A Grade Level	EE	PK	K3	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5			
B Tot Days Membership - All Students	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
C Tot Days Absent - All Students	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
D Tot Days Present - All Students (B - C)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
E Ineligible Days Present	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
F Total Eligible Days Present (D - E)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
G Eligible Days Bilingual/ESL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
H Eligible Days Pk Related Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
I Eligible Days Sp. Ed. Mainstream	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
Q Percent Attendance	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%			
A Grade Level	Grade 6	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12	Total			
B Tot Days Membership - All Students	0.00	0.00	0.00	16,473.00	13,623.00	13,690.00	23,096.00	66,842.00			
C Tot Days Absent - All Students	0.00	0.00	0.00	37.00	18.00	12.00	16.00	83.00			
D Tot Days Present - All Students (B - C)	0.00	0.00	0.00	16,436.00	13,605.00	13,678.00	23,040.00	66,759.00			
E Ineligible Days Present	0.00	0.00	0.00	0.00	0.00	0.00	28.00	28.00			
F Total Eligible Days Present (D - E)	0.00	0.00	0.00	16,436.00	13,605.00	13,678.00	23,012.00	66,731.00			
G Eligible Days Bilingual/ESL	0.00	0.00	0.00	1,418.00	616.00	924.00	1,624.00	4,583.00			
H Eligible Days Pk Related Services	0.00	0.00	0.00	20.00	0.00	28.00	28.00	76.00			
I Eligible Days Sp. Ed. Mainstream	0.00	0.00	0.00	363.00	700.00	1,058.00	1,707.00	3,828.00			
Q Percent Attendance	0.00%	0.00%	0.00%	99.78%	99.87%	99.91%	99.93%	99.88%			
All Grades	Total										
J Refined ADA - Bilingual/ESL	163.68										
K Refined ADA - Sp. Ed. Mainstream	136.71										
M Career & Technology FTE	815.37										
N Special Education FTE	0.00										
Q Regular Program Refined ADA (P - R)	1,666.82										

Attendance > Reports > Attendance Reports > Membership > SAT1700 - Entry/Withdrawal Summary

SAT1700 lists students who withdrew during a specified semester-cycle or date range, including students who withdrew and reentered. Verify all entry/withdrawal rows are correct.

Date Run:		Entry / Withdrawal Summary For This Period Thru 05/15/2020								Program ID:		SAT1700			
Campus: 001		Track: 01		001 School								Page:		1 of 10	
Cnty-Dist: 925-925		Sch Year:													
School Began: 08/26/2019				Begin Range: 08/26/2019						End Range: 05/15/2020					
Student ID	Cntrl	Last Name	First Name	MI	Entry Date	Wd Date	Wd Cd	Mem	Grade	Sex	Ada Elig	Date of Birth			
981320		AUSTERMILLER	VANIA			08/27/2019	80	1.0	09	F	1	04/27/2005			
983081	902	BENDELE	TRISTA	A	01/13/2020	01/28/2020	98	11.0	11	F	1	10/11/2001			
982111	602	BILLALOBOS	SOLEIL	M	09/10/2019			156.0	11	F	1	10/11/2002			
993099	503	BOCANEGRA	LAZARO			09/19/2019	49	17.0	09	M	1	09/21/2004			
993099	503	BOCANEGRA	LAZARO		01/31/2020			68.0	09		1				
993129	404	BRIDGES	KAYLA	C	09/09/2019			157.0	11	F	1	01/29/2003			
983152		BROWN	EVELYN TITZEL	E	02/05/2020			65.0	10	F	1	08/25/2003			

Attendance > Reports > Attendance Reports > Students > SAT0400 - Daily Attendance Summary

SAT0400 should be run daily and verified for accuracy against instructor records. Confirm that you have this report for all days of membership. Verify that you have withdrawal forms (section #5 on report) with matching dates on file in the student records.

Date Run:		Daily Attendance Summary				Program ID: SAT0400						
Cnty-Dist: 020-020		Agarita High School				Page: 6 of 112						
Campus: 001 Track: 01		Sch Year:				Sem: 1 Cycle: 3						
Date Range: to												
Date:		Grade: 09								Total		
1. Beginning Membership										585		
2. New or Reentry Students Today												
3. Total New Or Reentries										0		
4. Total (1+3)										585		
5. Withdrawals												
6. Total Withdrawals										0		
7. Total Closing Membership (4-6)										585		
8. Students Absent Today												
Last Name		First Name		MI	Elg	Cntrl Nbr	Last Name		First Name	MI	Elg	Cntrl Nbr
Aguilera		Jose		M	1		Garcia		David	M	3	
Garcia		Diego		E	1		Garcia		Fernando	R	1	
Garcia		Jarell		X	1		Garcia		John	D	1	
Garcia		Justin		D	1		Garcia		Kaylee	E	1	
Garcia		Luna			1		Garcia		Melanie		1	
Garcia		Melanie		A	1		Garcia		Raymond	M	1	
Garcia		Roxsaly		A	1		Garcia		Sarah	R	1	
Garcia		Savannah		J	1		Garcia		Tristan	A	1	
Garcia		Vincent		J	1		Gardea		Cerenity	L	1	
Garduno		Deaven		A	1		Garza		Aaliyah	L	1	
Garza		Andre		K	1		Garza		Dakota	J	1	
Garza		Daryn		I	1		Garza		Diego	E	1	
Garza		Juan		P	1		Garza		Leeyah	M	1	
Garza		Madeline		N	1		Garza		Vladimir		1	
9. Total Absences										28		
10. Total Membership Present (7-9)										557		

Attendance > Reports > Attendance Reports > Students > SAT1900 - Perfect Attendance Report

Run SAT1900 for the first semester-cycle of the school year through the final semester-cycle. Use this report to verify actual membership. Verify that all students on the report have course schedules and course completion records.

Date Run:		Perfect Attendance Report	Program ID:	SAT1900			
Cnty Dist:	925-925	001 School	Page:	1 of 1			
Campus:	001	Track: 01	Term Report For Sem: 1 Cyc: 1 Thru Sem: 2 Cyc: 3 For All Periods				
		Sch Year:					
Types of Absences that Exclude Students from Perfect Attendance:		A C D E F G H I J K L M N Q R S T U V					
Types of Absences that Include Students in Perfect Attendance:							
Student ID	Last Name	First Name	Mid Init	Cntrl Nbr	Grade	Entry Date	
981320	AUSTERMILLER	VANIA			09	08/26/2019	*** Withdrawn
982131	DOMINGUEZ	ANGELIE	R		12	08/26/2019	*** Withdrawn
983129	FRIEDA	SAMANTHA	G		10	01/29/2020	
983175	SMALL	ANASTASIA	J		10	02/14/2020	
						Total Students:	4

Complex Type: SpecialProgramsReportingPeriodAttendanceExtension

Description: Represents the recording of a student's special programs reporting period attendance.

The following elements from the *SpecialProgramsReportingPeriodAttendanceExtension* complex type are included in Submission 3:

- ☐ INSTRUCTIONAL-TRACK-INDICATOR-CODE (E0975) - Described previously.
- ☐ GRADE-LEVEL-CODE (E0017) - Described previously.
- ☐ ATTENDANCE-EVENT-INDICATOR (E1085) - Described previously.
- ☐ REPORTING PERIOD INDICATOR CODE (E0934) - Described previously.
- ☐ NUMBER-DAYS-TAUGHT (E0935) - Described previously.
- ☐ TOTAL-ELIGIBLE-DAYS-PRESENT (E0937) - Described previously.

Registration > Maintenance > Student Enrollment > Bil/ESL

Demo1	Demo2	Demo3	At Risk	Contact	W/R Enroll	SpecEd	G/T	Bil/ESL	Title I	PRS	Generic	PK
Delete	Details	Campus	Entry Date	Exit Date	Reason	BIL Type	ESL Type	LEP Cd	Par Perm Cd			
		001	09-11-2017	--		2	0	0	3			

- ☐ TOTAL-ELIG-BILINGUAL/ESL-DAYS-PRESENT (E0938) is the total number of days the student was present and eligible to participate in the state-approved bilingual/ESL program during a particular reporting period. This is calculated as the total number of days the student was enrolled in Bil/ESL in the reporting period minus the number of days the student was absent.

Registration > Maintenance > Student Enrollment > PRS

Demo1	Demo2	Demo3	At Risk	Contact	W/R Enroll	SpecEd	G/T	Bil/ESL	Title I	PRS	Generic	PK En
Delete	Campus	Entry Date	Exit Date	Reason	PRS	CEHI	CTE Elig					
	001	08-30-2017	02-01-2018	08	+33	☒	☒	☐				

- ☐ TOTAL-ELIG-PREG-REL-SVCS-DAYS-PRESENT (E0939) is the total number of days a female student was present at school or served through Compensatory Education Home Instruction (CEHI) and eligible to receive pregnancy-related services during a particular reporting

period. This is calculated as the total number of days the student was enrolled in CEHI in the reporting period minus the number of days the student was absent.

Registration > Maintenance > Student Enrollment > SpecEd

□ TOTAL-ELIG-SP-ED-MAINSTREAM-DAYS-PRESENT (E0940) is the total number of days a student with a special education individualized education program (IEP), which provided for the mainstream instructional arrangement/setting, was present during a particular reporting period. This is calculated as the total number of days the student was enrolled in special education with the **Instrl Set code** set to 40 (i.e., *mainstream*) in the reporting period minus the number of days the student was absent.

□ ELIGIBLE-DAYS-PRESENT-IN-INSTR-SETTING-CODE (E0944) is the number of days the student was eligible and present in a designated instructional setting during a particular reporting period. This is calculated as the total number of days the student was enrolled in special education in a particular instructional setting minus the number of days the student was absent.

□ EXCESS-HOURS-IN-INSTRUCTIONAL-SETTING (E0945) is the number of hours above the allowable six hours per day of combined CTE and special education and related services in a designated instructional setting during a particular reporting period. The Foundation School funding for LEAs is limited to six contact hours per day per student.

□ INSTRUCTIONAL-SETTING-CODE **Instrl Set** (E0173) identifies the setting used to provide instruction to students.

□ REG-DAY-SCH-PROG-DEAF-CODE **Regional Day School Deaf** (E0833) indicates if the student is receiving instructional services from the regional day school program for the deaf.

□ DISTRICT-OF-RDSPD-SERVICE RDSD **Fiscal Agent** (E1527) is the RDSPD Fiscal Agent district that provides the RDSPD service to a particular RDSPD student.

Grade Reporting > Maintenance > Master Schedule > District Schedule

Save

Available Courses

Retrieve Std-Based Crs Setup

Del	Details	Course Number	Title	Abbrev Name	Service ID	Service ID Description	Graded Crs	Nbr of Sem	Textbook ISBN	Exclude from txGradeBook	Sif Pcd
		A857	SWA Adv Welding	ADVWELD	13032400	WELD2	☒	4		Incl Both(Att Grds)	☐
		A867	SWA AdvCompProg	ADVCOMP	13027700	COMP2	☒	4		Incl Both(Att Grds)	☐
		A871	SWA EngPwrTrans	ENPWRTA	13039300	EPTSYS	☒	4		Incl Both(Att Grds)	☐
		A872	SWA Auto Tech	AUTOTECH	13039600	AUTOTEC1	☒	4		Incl Both(Att Grds)	☐
		A891	SWA PrinHlthSci	PRINHLSC	13020200	PRINHLSC	☒	4		Incl Both(Att Grds)	☐
		A898	SWA Pharm Tech	PHARMTEC	12701510	PROBS2	☒	2		Incl Both(Att Grds)	☐
		AC81	SCI 8A SP	SCI 8	03060800	SCI G-8	☒	1		Incl Both(Att Grds)	☒
		AC82	SCI 8B SP	SCI 8	03060800	SCI G-8	☒	1		Incl Both(Att Grds)	☒
		AE81	ELAR 8A SP	ELAR 8	03200530	ELA/READ8	☒	1		Incl Both(Att Grds)	☒
		AE82	ELAR 8B SP	ELAR 8	03200530	ELA/READ8	☒	1		Incl Both(Att Grds)	☒
		AM81	MATH 8A SP	MATH 8	03103100	MATH G-8	☒	1		Incl Both(Att Grds)	☒
		AM82	MATH 8B SP	MATH 8	03103100	MATH G-8	☒	1		Incl Both(Att Grds)	☒
		AS81	SS 8A SP	SOCSTUD8	03343100	SS G8	☒	1		Incl Both(Att Grds)	☒
		AS82	SS 8B SP	SOCSTUD8	03343100	SS G8	☒	1		Incl Both(Att Grds)	☒
		B101	Eng 1	ENG1	03220100	ENG 1	☒	1		Incl Both(Att Grds)	☐
		B102	Eng 2	ENG2	03220200	ENG 2	☒	1		Incl Both(Att Grds)	☐

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⇒ Crs Nbr: A857 SWA Adv Welding Abbrev Name: ADVWELD Service ID: 13032400 WELD2

Nbr Sem: 4 Textbook ISBN: Exclude from txGradebook: Incl Both(Att Grds)

GrdRptg Per Crt: 2 Department: Gender Restr: Required: Elective:

Course Codes and Credits Tot Credits: 2.0 Credit Seq: 4 Part Credit: ☒ Credit Lvl: H AAR: CPR: Grad Plan: Speech: Spec Cons: OnRamps: ☐

Elem/Misc Core Crs: ELA Wgt: Auto Grd: Incl UIL Elig: Exam/Sem Pat: 2

PEIMS CTE Hrs: 2 Pop Srvd: 05 Instr Sett: Class Type: 01 Role ID: 087 Crs Seq:

HR/GA HRoll Wg: HRoll Tab: HRoll Cd: GA Table: GA Wgt:

Grade Reporting > Maintenance > Student > Individual Maint > CTE

Demo	Crs Assign	Grd Update	Grd/Crs Maint	Course Codes	Sched Inquiry	Grade Avg	Crs/Sec Change	CTE	Assign
Active Student									
Course	Sec	Sem	Title	Self Paced	CTE Hrs	Date Entry	Date WD		
8604	01	1	CompMaint	☐	2	08/27/2018			
8604	01	2	CompMaint	☐	2	10/29/2018			
8604	01	3	CompMaint	☐	2	01/22/2019			
8604	01	4	CompMaint	☐	2	04/01/2019			

Registration > Maintenance > Student Enrollment > Demo3

Demo1 Demo2 Demo3 At Risk Contact W/R Enroll SpecEd G/T Bil/ESL Title I PRS Generic PK En

Career Technology

Day Care CTE Support Service: ☐ Single Parent/Pregnant Teen: ☐

Transport CTE Support Service: ☐ **Career and Technology Ind: 1**

Displaced Homemaker: ☐

Promotion Status Indicators Graduation

☐ ELIGIBLE-DAYS-PRESENT-V1 (E0950) is the total number of days the student was eligible, present, and enrolled in an approved CTE course that generated one contact hour during a particular reporting period.

This is determined as follows:

- **Grade Reporting > Maintenance > Master Schedule > District Schedule:** The **CTE Hrs** field is set to 1.
- **Grade Reporting > Maintenance > Student > Individual Maint > CTE:** The student is enrolled in a CTE course with the **CTE Hrs** field set to 1.
- **Registration > Maintenance > Student Enrollment > Demo3:** The student's **Career and Technology Ind** field is *not* set to 0 (i.e., *the student is enrolled or participating in CTE*).

☐ ELIGIBLE-DAYS-PRESENT-V2 (E0951) is the total number of days the student was eligible, present, and enrolled in an approved CTE course that generated two contact hours during a particular reporting period.

This is determined as follows:

- **Grade Reporting > Maintenance > Master Schedule > District Schedule:** The **CTE Hrs** field is set to 2.
- **Grade Reporting > Maintenance > Student > Individual Maint > CTE:** The student is enrolled in a CTE course with the **CTE Hrs** field set to 2.
- **Registration > Maintenance > Student Enrollment > Demo3:** The student's **Career and Technology Ind** field is *not* set to 0 (i.e., *the student is enrolled or participating in CTE*).

☐ ELIGIBLE-DAYS-PRESENT-V3 (E0952) is the total number of days the student was eligible, present, and enrolled in an approved CTE course that generated three contact hours during a particular reporting period.

This is determined as follows:

- **Grade Reporting > Maintenance > Master Schedule > District Schedule:** The **CTE Hrs** field is set to 3.
- **Grade Reporting > Maintenance > Student > Individual Maint > CTE:** The student is enrolled in a CTE course with the **CTE Hrs** field set to 3.
- **Registration > Maintenance > Student Enrollment > Demo3:** The student's **Career and Technology Ind** field is *not* set to 0 (i.e., *the student is enrolled or participating in CTE*).

☐ ELIGIBLE-DAYS-PRESENT-V4 (E0953) is the total number of days the student was eligible, present, and enrolled in an approved CTE course that generated four contact hours during a particular reporting period.

This is determined as follows:

- **Grade Reporting > Maintenance > Master Schedule > District Schedule:** The **CTE Hrs** field is set to 4.
- **Grade Reporting > Maintenance > Student > Individual Maint > CTE:** The student is enrolled in a CTE course with the **CTE Hrs** field set to 4.

- **Registration > Maintenance > Student Enrollment > Demo3:** The student's **Career and Technology Ind** field is *not* set to 0 (i.e., *the student is enrolled or participating in CTE*).

☐ ELIGIBLE-DAYS-PRESENT-V5 (E0954) is the total number of days the student was eligible, present, and enrolled in an approved CTE course that generated five contact hours during a particular reporting period.

This is determined as follows:

- **Grade Reporting > Maintenance > Master Schedule > District Schedule:** The **CTE Hrs** field is set to 5.
- **Grade Reporting > Maintenance > Student > Individual Maint > CTE:** The student is enrolled in a CTE course with the **CTE Hrs** field set to 5.
- **Registration > Maintenance > Student Enrollment > Demo3:** The student's **Career and Technology Ind** field is *not* set to 0 (i.e., *the student is enrolled or participating in CTE*).

☐ ELIGIBLE-DAYS-PRESENT-V6 (E0955) is the total number of days the student was eligible, present, and enrolled in an approved CTE course that generated six contact hours during a particular reporting period.

This is determined as follows:

- **Grade Reporting > Maintenance > Master Schedule > District Schedule:** The **CTE Hrs** field is set to 6.
- **Grade Reporting > Maintenance > Student > Individual Maint > CTE:** The student is enrolled in a CTE course with the **CTE Hrs** field set to 6.
- **Registration > Maintenance > Student Enrollment > Demo3:** The student's **Career and Technology Ind** field is *not* set to 0 (i.e., *the student is enrolled or participating in CTE*).

Attendance > Maintenance > Flexible Attendance > Weekly Register Worksheet

Save

Track: 01 ▼
Cycle: 1
Week: 1

Retrieve

No Of Days Taught: (29)
Cycle Date Range: (08-26-2019 to 10-04-2019)

Delete	Student ID	Student Name	Grd Lvl	Flex Att Program	Elig Mins	InElig Mins	Instr Set	Sp Ed Mins	CTE Mins	Excess Mins	BIL/ESL Mins	LEP	BIL/ESL Fund Cd	PRS Mins	G/T
	992490	ALLEN, MADALYN CELINA	12	2 ▼	240	0	43 ▼	0	45	5	0	0 ▼	▼	100	
	993644	BEAVER, MANUEL	09	2 ▼	0	0	00 ▼	0	0	0	0	1 ▼	▼	0	
	994393	LAFFERTY, BROOKE AMBER	11	1 ▼	420	0	00 ▼	300	0	0	0	0 ▼	▼	0	
	993077	SAENZ, HEAVENLY ANGEL	09	2 ▼	350	0	00 ▼	0	65	0	0	0 ▼	▼	0	
	981313	TEMPLE, ALLISON HALEY	11	1 ▼	350	0	00 ▼	0	0	25	0	0 ▼	▼	75	

+ Add

☐ FLEXIBLE-ATTENDANCE-PROGRAM-TYPE-CODE **Flex Att Program** (E1045) indicates the unique program to which the student's flexible attendance is related. For submission 3, only the following programs are reported:

- Optional Flexible School Day Program (OFSDP)
- High School Equivalency Program (HSEP)

☐ FLEX-ATTEND-TOTAL-ELIGIBLE-MINUTES-PRESENT **Elig Mins** (E1046) is the total number of school days (in minutes) the student was present and eligible for Foundation School Program funding during a particular reporting period.

☐ FLEX-ATTEND-TOTAL-INELIGIBLE-MINUTES-PRESENT **InElig Mins** (E1047) is the total number of school days (in minutes) the student was present but ineligible for Foundation School Program funding during a particular reporting period.

☐ FLEX-ATTEND-TOTAL-SP-ED-MAINSTREAM-DAYS-ELIGIBLE **Sp Ed Mins** (E1049) is the total number of school days (in minutes) a student with a special education individualized education program (IEP), which provided for the mainstream instructional arrangement/setting (Instr Set = 40), was eligible for the instructional arrangement/ setting during a particular reporting period.

☐ FLEX-ATTEND-DAYS-ELIGIBLE-IN-INSTR-SETTING **Sp Ed Mins** (E1051) is the total number of school days (in minutes) the student was eligible for a particular special education instructional setting which was eligible for Foundation School Program funding during a particular reporting period.

- ☐ **FLEX-ATTEND-TOTAL-CAREER-TECH-MINUTES-PRESENT CTE Mins** (E1053) is the total number of school days (in minutes) the student was present, eligible, and enrolled in an approved CTE course during a particular reporting period.
- ☐ **FLEX-ATTEND-EXCESS-MINUTES-IN-INSTR-SETTING Excess Mins** (E1052) is the total number of school days (in minutes) the student was present in a designated instructional setting above the allowable 360-minute daily limit of combined CTE and special education and related services during a particular reporting period. The Foundation School funding is limited to six contact hours per day per student.
- ☐ **FLEX-ATTEND-TOTAL-BILINGUAL/ESL-DAYS-ELIGIBLE BIL/ESL Mins** (E1050) is the total number of school days (in minutes) the student was eligible to participate in the state-approved bilingual/ESL program during a particular reporting period.
- ☐ **FLEX-ATTEND-TOTAL-PRS-DAYS-ELIGIBLE PRS Mins** (E1048) is the total number of school days (in minutes) a female student was eligible for compensatory education home instruction (CEHI) services and/or pregnancy-related services (PRS) during a particular reporting period.

VERIFY ENTRY/WITHDRAWAL DATES FOR ENROLLMENT

- If a student has been placed in a disciplinary setting, and is not receiving special program services during that time, the student may be withdrawn from the program while he is in the disciplinary setting, either by performing a status change or withdrawing the student from the program for those dates. In this case, for programs such as special education, bilingual/ESL, etc, the student may be withdrawn from the special program during his disciplinary assignment, and then re-enrolled in the program when he returns. See the TEA Student Attendance Accounting Handbook (SAAH) for additional information, and be sure to review your local procedures/policies.
- For CTE, a status change should be performed on the W/R Enroll tab (to update the **CTE Elig** field) at the beginning and end of his disciplinary assignment. A student can be assigned to a disciplinary setting for up to five consecutive days and continue to receive CTE hours even if CTE services are not provided to the student during his placement. After five days, the student can continue to earn credit for the class but cannot claim additional funding; the funding clock must be set back to the first day of the disciplinary assignment.

RUN REPORTS FOR VERIFYING SPECIAL-PROGRAMS-REPORTING-PERIOD-ATTENDANCE-EXTENSION COMPLEX TYPE DATA

Registration > Reports > Registration Reports > Program > SRG1200 - Student Status Changes by Program

SRG1200 should be printed every cycle and verified by the staff person responsible for the program. Corrections should be made at that time. Type Y for each program and print each report separately. Review all data for entry errors, make corrections, reprint, and distribute to the appropriate special programs staff.

Contact hour data is collected during Submission 3.

Date Run:

Cnty-Dist: 020-020

Campus: 001

Student Status By Program Changes

Agarita High School

Sch Year:

Program ID: SRG1200

Page: 1 of 5

Bilingual/ESL Records:

Stu ID	Student Name	Grd	SSN	Entry	Withdraw	Wd Rsn	Bil	ESL	LEP Cd	Home Lang	Par Perm Cd	Yrs US Sch
081697	Aguilar, Jeffrey S	09	XXX-XX-XXXX	08-28-2017			0	2	F	01	A	6
055577	Aguilera, Jose M	09	XXX-XX-XXXX	08-28-2017			0	3	1	01	F	6
382222	Alvarez, Christopher R	09	XXX-XX-XXXX	09-11-2017			2	0	0	98	3	
018032	Alvarez, Julian J	09	XXX-XX-XXXX	08-28-2017			0	2	1	01	F	6
440076	Anderson, Rogelio X	09	XXX-XX-XXXX	08-28-2017			0	3	1	01	F	2
024262	Augustine, David	09	XXX-XX-XXXX	08-28-2017			0	3	1	01	F	6
370618	Ayala, Valeria J	09	XXX-XX-XXXX	08-28-2017			0	2	1	01	F	2
382209	Bernal Zapata, Renata S	09	XXX-XX-XXXX	08-28-2017			0	0	3	01		6
016913	Bladh, Alexandria	09	XXX-XX-XXXX	08-28-2017			0	0	1	01	C	6
110196	Blanco, Naveen A	09	XXX-XX-XXXX	08-28-2017			0	0	4	01		6
024265	Burnett, Angela J	09	XXX-XX-XXXX	08-28-2017			0	0	3	01		6

NOTE: If participating in Optional Flexible Year Program, use a separate attendance track to move students. Students should have been moved the first day of the cycle (where the OFYP dates are scheduled) using the Record Status Change.

Attendance > Reports > Attendance Reports > Student > SAT5000 - Flexible Attendance District Summary

SAT5000 is for the entire district and school year. Verify all flexible attendance data entered.

Date Run:		Flexible Attendance District Summary Report							Program ID: SAT5000
Cnty-Dist: 020-020		Mockingbird ISD							Page: 1 of 15
Program Type: Optional Flexible School Day Program (OFSDP)		School Year:							
Sixweek Reporting Period: 1									
A. Sixweek Summary	EE	PK	KG	1	2	3	4	5	
B. Eligible Minutes Present	0	0	0	0	0	0	0	0	
C. Eligible Equivalent Days	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
D. Equivalent Days Present	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
E. Ineligible Minutes Present	0	0	0	0	0	0	0	0	
F. Ineligible Equivalent Days	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
G. Days Elig in Preg Rel Serv	0	0	0	0	0	0	0	0	
H. Days Elig in SpecEd Main	0	0	0	0	0	0	0	0	
I. Days Elig in Bilingual/ESL	0	0	0	0	0	0	0	0	
J. Preg Related Serv FTE	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	
K. Special Education FTE	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	
L. Career & Technical Ed FTE	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	
M. Preg Related Serv Ref ADA	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	
N. SpecEd Main Ref ADA	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	
O. Bilingual/ESL Ref ADA	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	
P. Regular Program Ref ADA	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	
Q. Total Refined ADA	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	
	6	7	8	9	10	11	12	Total	
B. Eligible Minutes Present	0	0	0	0	32,400	0	45	32,445	
C. Eligible Equivalent Days	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
D. Equivalent Days Present	0.00	0.00	0.00	0.00	135.00	0.00	0.19	135.19	
E. Ineligible Minutes Present	0	0	0	0	0	0	0	0	
F. Ineligible Equivalent Days	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
G. Days Elig in Preg Rel Serv	0	0	0	0	0	0	0	0	
H. Days Elig in SpecEd Main	0	0	0	0	0	0	0	0	

5. [Interchange: StudentTranscriptExtension](#)

Complex Type: CourseTranscriptExtension

Description: Represents the final record of a student's performance in their courses.

For Submission 3, this is reported for each student in membership in grade levels 1-12 who completed at least one course during the current school year. If a student repeats and completes a course during the year with different outcomes, each course completion must be reported.

The following elements from the *CourseTranscriptExtension* complex type are included in Submission 3:

- ☐ GRADE-LEVEL-CODE (E0017) - Described previously.
- ☐ SERVICE-ID (E0724) - Described previously.
- ☐ COURSE-SEQUENCE-CODE (E0948) - Described previously.

Grade Reporting > Utilities > Assign Pass Fail Indicators

Ensure that the district has run the Assign Pass/Fail Indicators utility in accordance with the steps in the ASCENDER Secondary or Elementary Grade Reporting End of Semester 2 checklist.

Utilities > Assign Pass Fail Indicators

Campus Control Information

Grading Concept: Sem/Final
 Don't Allow Crdt if Failed Last Sem: N
 Highest Non-Passing Grade: 069

Execute

Campus: 001

Other Information Considered in this Process

1. Grade Levels 01-12.
2. Partial Credit indicator on District Course.
3. If Grading Concept = Sem/Final, Credit Sequence on the District Course record is considered for grades 09-12 and 06-08 for high school level courses.

Grade Reporting > Maintenance > Student > Individual Maint > Grd/Crs Maint

Demo Crs Assign Grd Update Grd/Crs Maint Course Codes Sched Inquiry Grade Avg Crs/Sec Change

Course: 2301 Algebra 2 Section: 03 05 - 05 (202 - QUATTRONE, NANCY) Semester: 1 Retrieve

Per: 05 Active Student

Absences

Grade	Total	Unexc	Exc	Sch Rel	Tardy	Citz
CYC1 083	5	5	0	0	0	S
CYC2 081	3	3	0	0	0	S
CYC3 096	2	1	1	0	0	S

Comments

Exam: 058 Credit: 0.5 EOC Score: AAR use: Trans

Sem: 078 **Pass/Fail:** 01 EOC Sem: Special Crs Consid: CPR:

Final: GPA Override: 01 : Pass Course. Credit Received.
 02 : Fail Course. No Credit. 1st Occur
 03 : Fail Course. No Credit. 2nd Occur
 04 : Pass Course. No Credit. Excess Ab

Plan Use Cd:

☐ **PASS/FAIL-CREDIT-INDICATOR-CODE Pass/Fail (E0949)** indicates the student's outcome for a course. The record must reflect the code determined at the end of the course.

Grade Reporting > Maintenance > Master Schedule > District Schedule

SCREENSHOT - COMING SOON (programming in progress)

☐ ONRAMPS-DUAL-ENROLLMENT-INDICATOR-CODE **OnRamps** (E1597) indicates that the student successfully completed an OnRamps dual enrollment course, which is an innovative dual enrollment program coordinated by The University of Texas at Austin.

RUN REPORT FOR VERIFYING PASS/FAIL INDICATOR DATA:

Grade Reporting > Reports > Grade Reporting Reports > Student Verification > SGR1920 - Pass/Fail Verification List

Ensure that all data is accurate.

Date Run:		Pass/Fail Verification List										Program ID: SGR1920					
Cnty-Dist: 001-901		001 School 4sem campus										Page: 1 1005					
Campus: 001		Sch Year: 2019															
Abonce, Govani																	
		016901		Grd: 10		Ctrl #: 313											
Sem 1	Course Title	Crs Nbr	Sec Teacher	PD	Svc ID	'A' Abs	'U' Abs	'E' Abs	Ttl Abs	Cyc1	Cyc2	Cyc3	Exam	Sem Gr	Final	Units	P/F
	Eng 3 S	1304	01 SANCHEZ	05	03220300	1	13	0	14								*
	Physics	3401	03 BEST	01	03050000	1	12	0	13								*
	US Hist EOC	4301	08 OLIVAREZ	03	03340100	1	8	0	9								*
	Prof Comm	8307	14 HERNANDEZ	02	13009900	1	10	0	11								*
Sem 2	Course Title	Crs Nbr	Sec Teacher	PD	Svc ID	'A' Abs	'U' Abs	'E' Abs	Ttl Abs	Cyc1	Cyc2	Cyc3	Exam	Sem Gr	Final	Units	P/F
	Eng 3 S	1304	01 SANCHEZ	05	03220300	0	0	0	0								*
	Physics	3401	03 BEST	01	03050000	0	0	0	0								*
	US Hist EOC	4301	08 OLIVAREZ	03	03340100	0	0	0	0								*
Sem 3	Course Title	Crs Nbr	Sec Teacher	PD	Svc ID	'A' Abs	'U' Abs	'E' Abs	Ttl Abs	Cyc1	Cyc2	Cyc3	Exam	Sem Gr	Final	Units	P/F
	Eng 4	1401	08 VALAGUE	02	03220400	0	0	0	0								*
	Algebra 2	2301	14 QUATTRONE	01	03100600	0	0	0	0								*
	Enviromtl Sys	3609	03 GOMEZ	05	03020000	0	0	0	0								*
	US Hist EOC	4301	08 OLIVAREZ	03	03340100	0	0	0	0								*
	Government	4401	07 BENAVIDES	04	03330100	0	0	0	0								*
Sem 4	Course Title	Crs Nbr	Sec Teacher	PD	Svc ID	'A' Abs	'U' Abs	'E' Abs	Ttl Abs	Cyc1	Cyc2	Cyc3	Exam	Sem Gr	Final	Units	P/F
	Eng 4	1401	08 VALAGUE	02	03220400	0	0	0	0								*
	Algebra 2	2301	14 QUATTRONE	01	03100600	0	0	0	0								*
	Enviromtl Sys	3609	03 GOMEZ	05	03020000	0	0	0	0								*
	US Hist EOC	4301	08 OLIVAREZ	03	03340100	0	0	0	0								*
	Economics	4501	07 BENAVIDES	04	03310300	0	0	0	0								*
Abrams, D'Koven D																	
		312101		Grd: 12		Ctrl #: 802											
Sem 1	Course Title	Crs Nbr	Sec Teacher	PD	Svc ID	'A' Abs	'U' Abs	'E' Abs	Ttl Abs	Cyc1	Cyc2	Cyc3	Exam	Sem Gr	Final	Units	P/F
	Eng4 DC Lit	1405	01 MCLAUGHLIN	04	03220400	2	0	0	2	093			100	094	00		*

Grade Reporting > Maintenance > Master Schedule > Campus Schedule > Section

Save

Course Selection Course Section Instructor Copy Course Section

calc Title Retrieve

Del	Details	Course	Title	Sec	Max Seats	Stu Enroll Sem 1	Stu W/D Sem 1	Stu Enroll Sem 2	Stu W/D Sem 2	Multi Svc Ind	Incl UIL Elig
		2811	Calc AB AP	01	023	20	5	18	3	☐	N
		2811	Calc AB AP	02	023	17	3	16	1	☐	N
		2812	Calc AB/BC DC	01	030	16	1	16	0	☐	N

=> Crs Nbr: 2811 ... Calc AB AP Svc ID: A3100101 Multi Svc Ind: ☐ Lock: ☐ Include UIL: ☐

Section: 02 Max Seats: 023 Enrolled Students Sem 1: 17 Sem 2: 16

Section Information

Pop Srvd: Crs Seq:

Instruct Sett: Wks/Mnth:

Class Type: PK Curricula:

High Qual PK Prog: Stu Instr:

PK Sch Type: Home Room Ind: ☐

PK Prog Eval Type:

Restrictions

Type Rstrctn:

Team Code:

Gender Rstrctn:

Grade Rstrctn: +

Course Codes and Credits

Dual Crdt:

Adv Tech Crdt:

AAR Use:

Grad Plan Use:

Special Consid:

College Credit Hrs

Sem 1:

Sem 2:

OnRamps:

☐ DUAL-CREDIT-INDICATOR-CODE **Dual Crdt** (E1011) indicates if the student was eligible to receive both high school and college credit for a college course. If **Dual Crdt** is 1, you must enter a value in at least one of the **College Credit Hrs** fields.

NOTE: Dual credit courses cannot be reported as ATC courses.

☐ ATC-INDICATOR-CODE **Adv Tech Crdt** (E1058) indicates a high school course for which college credit may be awarded by a post-secondary institution under the conditions of a local articulation agreement or the statewide Advanced Technical Credit (ATC) program agreement.

NOTE: ATC courses cannot be reported as dual credit courses.

❑ COLLEGE-CREDIT-HOURS **College Credit Hrs - Sem 1** and **Sem 2** (E1081) is the number of college hours the student earned each semester for the completion of a dual credit course. Values greater than 0 are only valid if the **Dual Crdt** field is set to 1.

Complex Type: StudentAcademicRecord

Description: Represents the cumulative record of academic achievement for a student.

The following element from the *StudentAcademicRecord* complex type is included in Submission 3:

❑ TX-UNIQUE-STUDENT-ID (E1523) - Described previously.

6. [Interchange: StudentDisciplineExtension](#)

Complex Type: StudentDisciplineIncidentAssociationExtension

Description: Represents students related to a discipline incident who were victims, perpetrators, witnesses, and/or reporters.

The following elements from the *StudentDisciplineIncidentAssociationExtension* complex type are included in Submission 3:

Discipline > Maintenance > Student > Maintenance

Maintenance **Victim Information** Restraint Information

Student: 370374 : Acevedo, Sydney Desarey Retrieve Return to Referrals

Texas Unique Stu ID: 4881149292 Directory

Grade: 12 DOB: 01-21-2001 Sex: F

Incident Date: 11-01-2018 Time: 11:12:03 AM PM Incident Nbr: 002296 Reporting Period: 2 Location of Incident: (00) Not Applicable

Parent Contacted: Y Yes Contact Date: 11-01-2018 Conference Requested: ☒ Conference Date: 11-01-2018 Informal Hearing: ☐

Reported by: Assistant Principal (994) Administered by: ANTU, AMANDA ADAM (001-A24) Bully Reason:

Delete	Offense	Level	Extract	PEIMS	Offense Description
	0021	2		21	Violation of Student Code of Conduct Not Covered Under TEC

Multi Student Incident

Students

370374 Acevedo, Sydney Desarey

+ Add

Delete	Act	PEIMS	Description	Campus Resp	Discp Actn Date	From Date	To Date	Official Length	Actual Length	Diff Code	Campus Assignment
	25	25	Partial Day OSS	001	11-01-2018	11-02-2018	11-02-2018	001	001	00	

Course: Section: Period: Course Title: Instructor ID:

❑ BEHAVIOR-LOCATION-CODE **Location of Incident** (E1083) indicates where a student committed an applicable offense (i.e., a DISCIPLINARY-ACTION-REASON-CODE that has a location specified in the Texas Education Code Chapter 37), if applicable.

❑ DISCIPLINARY-ACTION-REASON-CODE **Offense** (E1006) indicates the reason a student was subject to disciplinary action.

Registration > Maintenance > Student Enrollment > SpecEd

Save

Student: 010494 : Aguillon, Viridiana Lisbeth Retrieve Comments

Texas Unique Stu ID: 7919182897 Directory Hist Directory Bus In

Prev Next

Demo1 Demo2 Demo3 At Risk Contact W/R Enroll **SpecEd** G/T Bi/ESL Title I PRS Generic PK En

Delete	Campus	Entry Date	Exit Date	Reason	Primary Dis	Instr Set	Speech	CTE Elig	Regional Dis
	101	08-27-2018	- -		+33	09	00	1	0

❑ PRIMARY-DISABILITY-CODE **Primary Dis** (E0041) indicates the type of primary disability recorded in the student's IEP. For submission 3, this is only reported for special education students who were participating in the special education program at the time of a particular

disciplinary incident removal.

Special Education > Maintenance > Student Sp Ed Data > Current Year > Program Information

☐ MULTIPLY-DISABLED-INDICATOR-CODE **Multi Disability** (E0882) indicates if the student has been designated as multiply disabled. For submission 3, this is only reported for special education students who were participating in the special education program at the time of a particular disciplinary incident removal.

Registration > Maintenance > Student Enrollment > Bil/ESL

Delete	Details	Campus	Entry Date	Exit Date	Reason	BIL Type	ESL Type	LEP Cd	Par Perm Cd
		101	08-27-2018	--		5	0	1	D

☐ LEP-INDICATOR-CODE **LEP Cd** (E0790) indicates if the student has been identified as limited English proficient. For Submission 3, this is only reported for LEP students who were participating in the LEP program at the time of a particular disciplinary incident removal.

Complex Type: DisciplineActionExtension

Description: Represents actions taken by an education organization after a discipline incident.

The following elements from the *DisciplineActionExtension* complex type are included in Submission 3:

Discipline > Maintenance > Student > Maintenance

The screenshot displays a web-based form for managing discipline incidents. It includes sections for victim information, restraint information, and incident details. A table at the bottom lists disciplinary actions with columns for Act, PEIMS, Description, Campus Resp, Discp Actn Date, From Date, To Date, Official Length, Actual Length, Diff Code, Campus Assignment, Amount, and Action Nbr.

Act	PEIMS	Description	Campus Resp	Discp Actn Date	From Date	To Date	Official Length	Actual Length	Diff Code	Campus Assignment	Amount	Action Nbr
25	25	Partial Day OSS	001	11-01-2018	11-02-2018	11-02-2018	001	001	20			001

- ☐ REPORTING-PERIOD-INDICATOR-CODE **Reporting Period** (E0934) is the period for which the attendance data is being reported. If an incident occurs in one reporting period and the disciplinary action occurs in the subsequent reporting period, use the reporting period in which the disciplinary assignment was ordered (DATE-OFDISCIPLINARY- ACTION).
- ☐ DISCIPLINARY-ACTION-CODE **Act** (E1005) indicates the type of disciplinary action taken for the student.
- ☐ CAMPUS-ID-OF-DISCIPLINARY-RESPONSIBILITY **Campus Resp** (E1037) is the instructional campus at which the student was enrolled when the discipline incident occurred and the disciplinary action assigned.
- ☐ DATE-OF-DISCIPLINARY-ACTION **Discp Actn Date** (E1036) is the date on which the disciplinary assignment was ordered, which may not necessarily be the date on which the disciplinary infraction occurred, or the date on which the disciplinary assignment begins.
- ☐ OFFICIAL-LENGTH-OF-DISCIPLINARY-ASSIGNMENT **Official Length** (E1007) is the official length in days (instructional school days only) of a student's disciplinary assignment.

- ☐ ACTUAL-LENGTH-OF-DISCIPLINARY-ASSIGNMENT **Actual Length** (E1008) is the actual length in days of a student's disciplinary assignment.
- ☐ DISCIPLINARY-LENGTH-DIFFERENCE-REASON-CODE **Diff Code** (E1009) indicates the reason for the difference, if any, between the official and actual lengths of a student's disciplinary assignment.
- ☐ CAMPUS-ID-OF-DISCIPLINARY-ASSIGNMENT **Campus Assignment** (E1003) is the unique ID of the campus at which the student was placed for disciplinary reasons, if applicable.
- ☐ DISCIPLINARY-ACTION-NUMBER **Action Nbr** (E1004) is a unique number identifying a discipline incident. Separate numbers are issued for separate disciplinary actions reported with identical values for STUDENT-ID and CAMPUS-ID-OF-ENROLLMENT. The action number is assigned during the discipline data extract. If an equivalent TSDS code exists for the action, the system assigns an action number at that time.

Complex Type: DisciplineIncidentExtension

Description: Represents an occurrence of an infraction ranging from a minor problem behavior to a criminal act. A single event (e.g., a fight) is one incident regardless of how many perpetrators or victims are involved. Discipline incidents are events classified as warranting discipline action.

The following elements from the *DisciplineIncidentExtension* complex type are included in Submission 3:

Discipline > Maintenance > Student > Maintenance

Maintenance	Victim Information	Restraint Information
Student: 370374 : Acevedo, Sydney Desarey	Retrieve	Return to Referrals
Texas Unique Stu ID: 4881149292	Directory	
Grade: 12 DOB: 01-21-2001 Sex: F		
Incident Date: 11-01-2018	Time: 11:12:03	AM PM Incident Nbr: 002296
Reporting Period: 2	Location of Incident:	
Parent Contacted: Y Yes	Contact Date: 11-01-2018	Conference Requested: ☒ Conference Date: 11-01-2018

- ☐ DISCIPLINARY-INCIDENT-NUMBER **Incident Nbr** (E1016) designates an incident that results in one or more disciplinary actions for one or more students at a single campus. All records for all involved students must show the same incident number. This number is automatically assigned.

RUN REPORTS FOR VERIFYING STUDENT-DISCIPLINE-EXTENSION INTERCHANGE DATA

Discipline > Reports > Discipline > SDS0200 - Special Ed Students in Discipline Settings

SDS0200 lists special education students who were assigned to a disciplinary setting. Students not receiving special education services for 10 or more days while in a DAEP setting must be withdrawn from the program during that time. Verify all data.

Date Run:		Special Ed Students in Disciplinary Settings with PEIMS Actions										Program ID	
Cnty-Dist:		*Indicates Action Override with PEIMS Action Code 27										Page:	
Campus:		School Year:											
Campus ID: 001		Agarita High School		Track: 00									
Student ID	Name	Grd	Age	Actn Nbr	Incident Len	Offcl Len	Actn Rsn	Offense Description	Local Actn	PEIMS Actn	Action Description		
081113	Saavedra, Israel	16	000007	003	003	41	Fighting / Mutual Combat		05	05	Out-of-School Suspension (3 Day		
380256	Aguilar, Julian S.	09	15	000007	003	003	41	Fighting / Mutual Combat	05	05	Out-of-School Suspension (3 Day		
091513	Alaniz, Sequiel Z. JR	09	14	000003	003	003	12	Unlawful carrying of an illegal knife	05	05	Out-of-School Suspension (3 Day		
016272	Vasquez, Joe A.	12	18	000006	003	003	12	Unlawful carrying of an illegal knife	05	05	Out-of-School Suspension (3 Day		

Discipline > Reports > Discipline > SDS0300 - Bil/ESL Students in Discipline Settings

SDS0300 lists bilingual/ESL students who were assigned to a disciplinary setting. Students not receiving bilingual/ESL services for 10 or more days while in a DAEP setting must be withdrawn from the program during that time. Verify all data.

Date Run:		Bilingual/ESL Students in Disciplinary Settings with PEIMS Actions										Program	
Cnty-Dist:		* Indicates Action Override with PEIMS Action Code 27										Page:	
Campus:		Sch Year:											
Campus: 001		Agarita High School		Track: 01									
Student ID	Name	Grd	Age	Actn Nbr	Incident Len	Offcl Len	Actn Rsn	Offense Description	Local Actn	PEIMS Actn	Action Description	LEP Ind	
016272	Vasquez, Joe A.	12	18	000006	003	003	12	Unlawful carrying of an illegal knife	05	05	Out-of-School Suspension (3 Day	Y	

Discipline > Reports > Discipline > SDS1000 - PEIMS Report

SDS1000 lists TSDS discipline data by grade level. Verify all data.

Data Run:			Disciplinary Action PEIMS Data															Program			
Cnty-Dist: 020-020 Mockingbird ISD			Grade Level: 09															Page:			
Campus: 001 Agarita High School			Sch Year:																		
SSN	Student Name	Stu ID	Camp	Pri Disab	Instr Set	Discp Actn Date	Camp Resp	Assign Campus	Actn Nbr	Actn CD	Actn PEIMS	Offns CD	PEIMS Extract	Actn Rsn	Offcl Len	Actl Len	Diff Rsn	Incident Number	Rep Pd		
XXX-XX-6517	Aguilar, Julian S	380256	001	08	41	11-28-17	001		002	05	05	0041	1	41	003	003		000007	3		
			001	08	41	10-26-17	001	0200200001	001	07	07	0005	0	05	005	005	00	000002	2		
XXX-XX-6963	Alaniz, Sequiel Z JR.	091513	001	08	41	10-11-17	001		001	05	05	0012	0	12	003	003		000003	2		
XXX-XX-0373	Alba, Abigail M	092399	001			03-26-18	001	0200200001	001	06	06	0023	0	23	001	001		000008	5		
Summary for Campus: 001			Grade Level: 09			Total Students - 3															

Discipline > Reports > Discipline > SDS1300 - Discipline Audit Report (PEIMS Edit)

SDS1300 lists students who will trigger an edit and/or performance-based monitoring errors.

Date Run:	Discipline Audit Report										Program ID: SDS1300				
Cnty-Dist: 020-020	42533 PEIMS Edit / Performance-Based Monitoring Violation										Page: 1 of 3				
Campus: 001	Agarita High School														
Offense Dates From										To					
Stu ID	Student Name	Gr	Age	Cam Resp	Incident Number	Inc Loc	Discp	Actn	Dates	Action Cd	Offense Cd	Length of		Sp	Adm
									Incident	PEIMS Local	PEIMS Off	Act	Diff	Ed	By
092285	ZAMBRANA, Joseph A	12	19	001	000008	01	03-26-18	03-26-18	06	06	0006	06	001	001	
Total for Grade 12:		1													

Discipline > Reports > Discipline > SDS1700 - Discipline Suspension Attendance Verification

SDS1700 provides information from student discipline and attendance records, and flags discrepancies between the two, which allows you to review for attendance posting discrepancies on days that a student was suspended.

Date Run:		Discipline Suspension Attendance Verification															
Cnty-Dist: 020-020		Agarita High School															
Campus: 001		Sch Year:															
Student ID	Name	Grd Trk	Lvl	Incident Number	PEIMS Action	Discp Actn Dt	From Date	To Date	Attendance Date	00	01	02	03	04	05	06	Per
092399	Alba, Abigail M	01	09	000008	06 - ISS	03/26/18	03/26/18	03/26/18	03/26/18								
889988	Zambrano, Leonardo A	01	09	000008	06 - ISS	03/26/18	03/26/18	03/26/18	03/26/18								
092285	ZAMBRANA, Joseph A	01	12	000008	06 - ISS	03/26/18	03/26/18	03/26/18	03/26/18								

Discipline > Reports > Discipline > SDS1800 - Career Tech Students in Discipline Settings

SDS1800 lists CTE students who were assigned to a disciplinary setting. Students not receiving CTE services for five or more days while in a DAEP setting must be withdrawn from the program during that time. Verify all data.

Date Run:		Career Tech Students in Disciplinary Settings											
Cnty-Dist: 020-020 Mockingbird		Sch Year:											
Campus: 001 Agarita High School		Track:											
Student ID	Name	Grd Lvl	Actn Age	Incident Nbr	Offcl Len	Act Len	Actn Rsn	Offense Description	Local Actn Cd	PEIMS Actn Cd	Action Description		
302033	Nanez, Mackayla G.	12	20	000009	120	120	23	Emergency Placement / Expulsion - TEC 37.019	07	07	DAEP Placement (Studen		
092285	ZAMBRANA, Joseph A.	12	19	000008	001	001	23	Emergency Placement / Expulsion - TEC 37.019	06	06	In-School Suspension (B)		
		12	19	000008	001	001	06	Abuse of Volatile Chemical - TEC 37.006	06	06	In-School Suspension (B)		

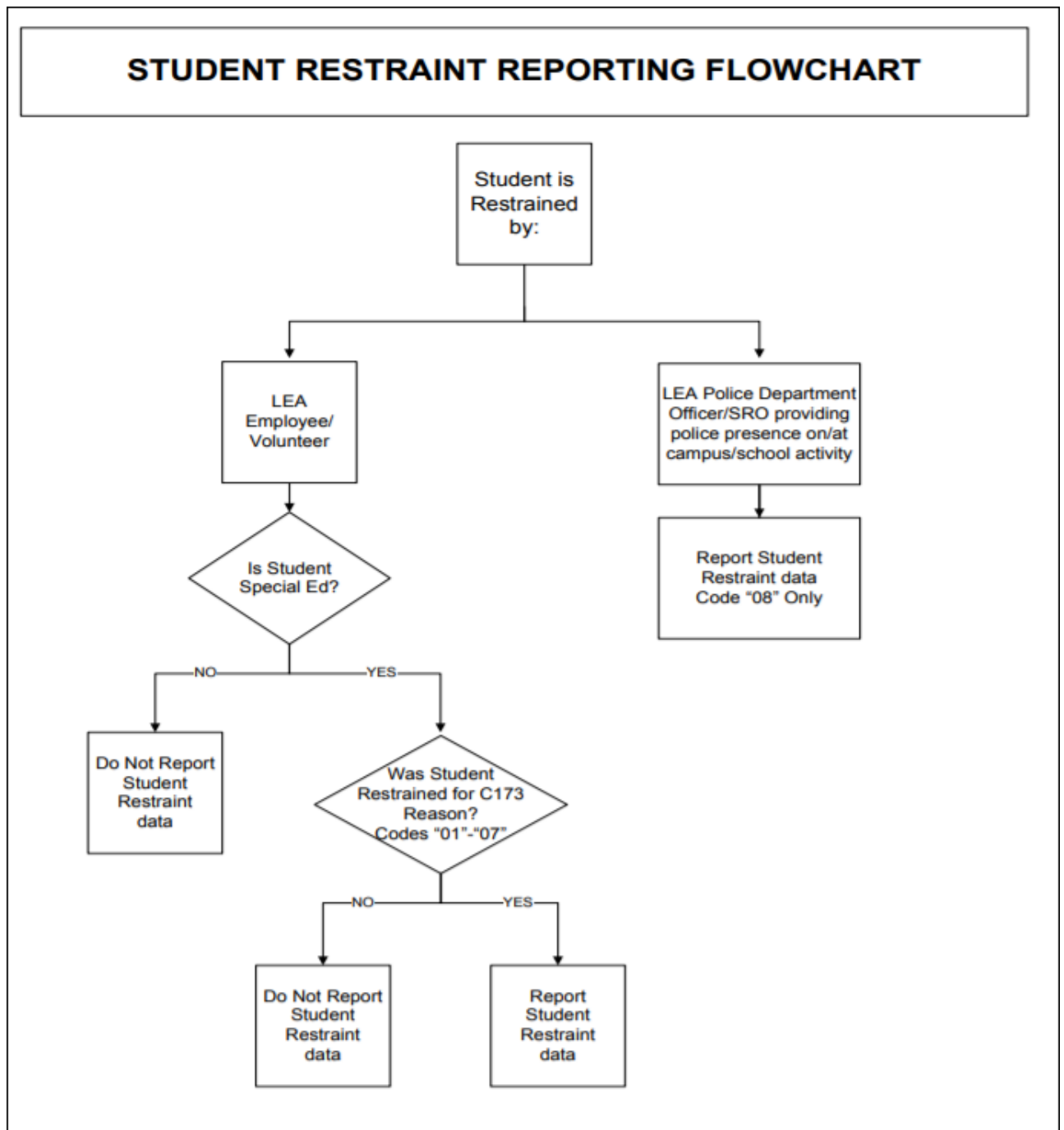
7. Interchange: StudentRestraintEventExtension

Complex Type: **RestraintEventExtension**

Description: Represents restraint data for:

- Restraints of all students that are administered by school district police officers and school resource officers working with a LEA under a local MOU.
- Restraints of special education students that are restrained by LEA employees and volunteers.

In the ASCENDER Discipline and Special Education applications, verify all restraint data that will be reported. Refer to the following flow chart:



The following elements from the *RestraintEventExtension* complex type are included in Submission 3:

Discipline > Maintenance > Student > Maintenance > Restraint Information

Save
School Year: 2021-2022 Campus 001: 001 School Change

MAINTENANCE VICTIM INFORMATION RESTRAINT INFORMATION

STUDENT: 003055: DANDY CHYANNE ARTALEJO
TEXAS UNIQUE STU ID: 7849224492 Retrieve Directory

Grd Lvl: 12 DOB: 02-24-2004 Sex: F SSN: ●●●●●●-5075

Delete	Campus	Date	Time	Restraint Type	Period	Incident Nbr	Reason	Staff Type	Instance Nbr	Prim Disability	Instr Setting
🗑️	001	04-08-2022	08:14:35 AM 🕒	Physical	6	-NONE-	08	2	000000	No Primary Disability	No Instructional Setting

➕ Add

- ☐ **CAMPUS-ID-OF-RESTRAINT-EVENT Campus** (E1032) is the ID of the campus at which a student was restrained, which may not necessarily be the campus where the student was enrolled.
- ☐ **DATE-OF-RESTRAINT-EVENT Date** (E1034) is the actual date on which the student was restrained.
- ☐ **REPORTING-PERIOD-INDICATOR-CODE Period** (E0934) is the period (i.e., cycle) in which the incident occurred.
- ☐ **RESTRAINT-REASON-CODE Reason** (E1033) indicates that the student was physically or mechanically restrained due to imminent serious physical harm to himself or others, imminent serious property destruction, or a combination of both.
- ☐ **RESTRAINT-STAFF-TYPE-CODE Staff Type** (E1516) indicates which type of staff member restrained the student:

- LEA employee or volunteer
- LEA police officers or school resource officers (SRO)

Refer to the flow chart above.

- ☐ **RESTRAINT-INSTANCE-NUMBER Instance Nbr** (E1035) is a unique number identifying a restraint instance that occurred at a campus. Separate numbers are issued for separate incidents reported with identical values for STUDENT-ID and CAMPUS-ID-OF-ENROLLMENT.
- ☐ **INSTRUCTIONAL-SETTING-CODE Instr Setting** (E0173) identifies the setting used to provide instruction to student at the time of the incident.
- For special education students, the field cannot be blank.
- For non-special education students, the field must be blank.

Registration > Maintenance > Student Enrollment > SpecEd

Delete	Campus	Entry Date	Exit Date	Reason	Primary Dis	Instr Set	Speech	CTE Elig	Regional School D
	001	08-28-2017	--		08	40	0	☒	0

- ☐ **SPECIAL-ED-INDICATOR-CODE** (E0794) indicates if the student is participating in a special education instructional and related services program, or a general education program using special education support services, supplementary aids, or other special arrangements.
- ☐ **PRIMARY-DISABILITY-CODE Primary Dis** (E0041) indicates the type of primary disability recorded in the student's IEP for each reporting period that a student was in attendance.

Special Education > Maintenance > Student Sp Ed Data > Current Year > Child Restraint

Demographic Data Program Information Dates Child Restraint Instructors									
Delete	Details	Cnty Dist Restraint	Campus ID	Date/Time	Period	Instance Nbr	Restraint Reason	Restraint Type	
		015912	001	Thu Aug 30 14:30:00 CDT 2018	1	000009	06	P	
		015912	001	Fri Sep 07 13:00:00 CDT 2018	1	000028	03	P	
		015912	001	Tue Sep 25 12:55:00 CDT 2018	1	000037	03	P	

The Special Education Child Restraint tab is only used when a special education student is restrained for non-disciplinary reasons. For all other restraint incidences, including disciplinary restraint for a special education student, use **Discipline > Maintenance > Student > Maintenance > Restraint Information**.

Some fields are displayed on the Details window, which is displayed if you click the spyglass icon.

Child Restraint

Cnty/Dist/Campus of Restraint: 015912 001 Restraint Instance Nbr: 000028

Restraint Date: 09-07-2018 Restraint Reason: 03 Physical Harm to Self & Others

Restraint Time: 01:00:00 ☐ AM ☒ PM Primary Disability: 06 Intellectual Disability

Reporting Period: 1 Instructional Setting: 44 Self-Contain Mild/Mod/Sev More than 60%

Restraint Type: P Physical

OK Cancel

RUN REPORTS FOR VERIFYING STUDENT-RESTRAINT-EVENT-EXTENSION COMPLEX TYPE DATA

Discipline > Reports > Discipline > SDS0250 - Discipline Student Restraint

SDS0250 lists student totals for mechanical restraint, physical restraint, and seclusion incidents. Verify all data.

Date Run:		Students Subject to Physical/Mechanical/Seclusion Restraint				Program ID: SDS0250	
Cnty Dist: 020-020		From:		To:		Page Nbr: 1 of 1	
Campus: 001							

Student ID	Name	Grd Lvl	Pri Disab	Instr Set	Restraint Information						
					Date	Camp	Instance Nbr	Period Ind	Reason Cd	Staff Type	Restraint Type
092399	Alba, Abigail Monique	09			03/26/2018	001	000004	5	08	2	Physical
392139	Elderbrook, Dylan Cole	09			04/04/2018	001	000019	5	08	2	Physical
410019	Gabriel, Charles Michael	09			04/02/2018	001	000018	5	08	2	Physical
Restraint Reason Codes Grade Level: 09										Totals	
08 Restmt by Dist Police or Resource Officer										3	
Restraint Staff Type Grade Level: 09											
2 School Police officer or school resource officer (SRO)										3	
Restraint CodeType Grade Level: 09											
M Mechanical Restraint										0	
P Physical Restraint										3	
S Seclusion										0	
Restraint Reason Codes Campus: 001										Totals	
08 Restmt by Dist Police or Resource Officer										3	
Restraint Staff Type Campus: 001											
2 School Police officer or school resource officer (SRO)										3	
Restraint CodeType Campus: 001											
M Mechanical Restraint										0	
P Physical Restraint										3	
S Seclusion										0	

Special Education > Reports > Special Ed > Student > SEM1100 - Student Special Ed Restraint List

Ensure all special education restraints have been entered.

Date Run:		Student Special Ed Restraint List				Program ID: SEM1100	
Cnty-Dist: 001-001		Active and Inactive Students				Page: 1 of 1	
Campus: 001		Sch Year: 2018 - 2019					

Student ID	Student Name	Track	Grd Lvl	Sex	Agg Ethn	DOB	Spec Ed Entry Dt	Spec Ed Withdraw Dt
382246	Ramos, Adrian	01	10	M	H	09-09-2002	08-27-2018	
Date: 08-30-2018 Time: 02:30:00 PM Instance Nbr: 000009		Reporting Period: 1		Description: 06		Others & Property Destruction		Type: Physical
09-07-2018 01:00:00 PM 000028		1		03		Physical Harm to Self & Others		Physical 001 06 44
09-25-2018 12:55:00 PM 000037		1		03		Physical Harm to Self & Others		Physical 001 06 44
Total for Campus 001: 3								

3.



Back Cover