


# PEIMS Attendance Submission

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# PEIMS Attendance Submission (WIP)

***Work In Progress*** - scheduled to go out with the 13.0300 Release.

**Review:** <color #ed1c24>In Progress</color>
**Revised:** <color #ed1c24>10/2/26</color>

The PEIMS Attendance Submission includes attendance and special student population data relevant to the Summary of Finance report, five times during the school year, once for each of the first five six weeks reporting periods. All data collected in the PEIMS Attendance Submission will be recollected in the PEIMS Summer Submission.

Please below for **PEIMS Attendance Reporting submission due dates**:

- PEIMS 1st Six Weeks Attendance submission is due October 8, 2026.
- PEIMS 2nd Six Weeks Attendance submission is due December 3, 2026.
- PEIMS 3rd Six Weeks Attendance submission is due January 28, 2027.
- PEIMS 4th Six Weeks Attendance submission is due March 18, 2027.
- PEIMS 5th Six Weeks Attendance submission is due May 13, 2027.



**IMPORTANT**: Some of the images and/or examples provided in this document are for informational purposes only and may not completely represent your LEA's (School System) process.

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**Guides referenced in this document:**
ASCENDER DataConnect (ADC): Level 1 Errors Guide
Quick Guide: ASCENDER DataConnect (ADC) - Create New Run

## Prerequisite

❑ Verify that all roles and users are correct in ASCENDER Security Administration.

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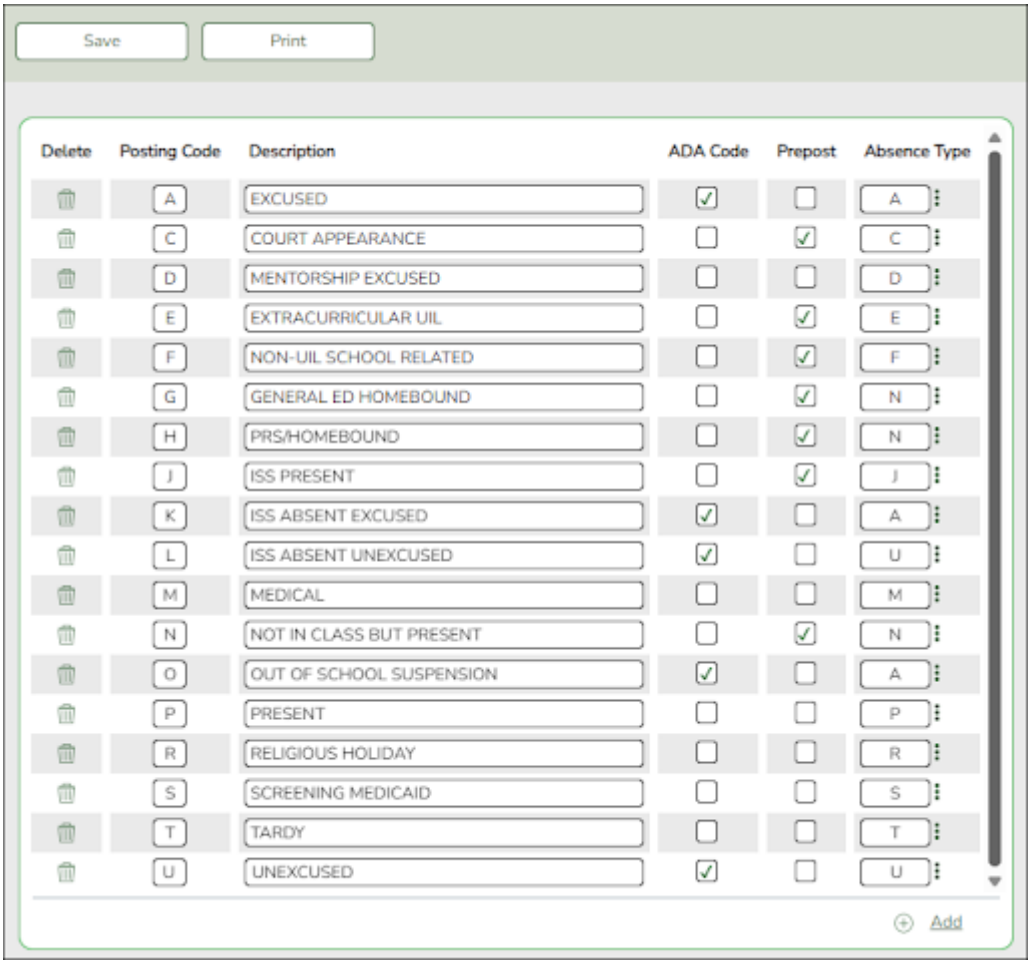
## Verify ASCENDER Student Data

Verify data for each element in the following ASCENDER Student applications. **It is suggested that you run reports first and then use the maintenance pages in the Student**

**applications to update data where needed.**

- Attendance

***Attendance > Maintenance > District > Posting Codes***




❑ Verify all district posting codes, paying close attention to those that have **ADA Code** selected.

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- Update CTE Coding

**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 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

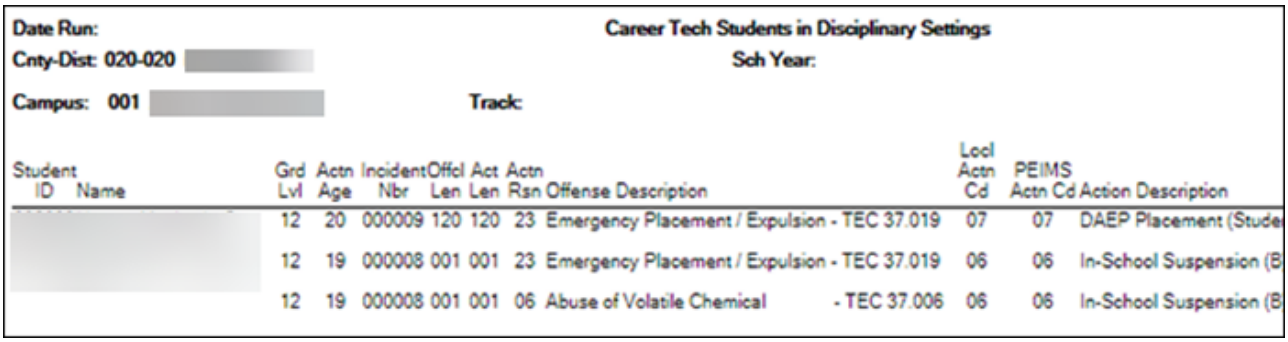
special education, bilingual/ESL, etc, the student may be withdrawn from the special program during the disciplinary assignment, and then re-enrolled in the program when the student returns. See the TEA Student Attendance Accounting Handbook (SAAH) for additional information, and be sure to review your 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 the 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 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.

CTE contact hours must not be claimed when a student receiving CTE services is placed in a disciplinary setting (for example, in-school suspension or DAEP) **for more than five consecutive days if the same amount and type of CTE services are not provided by a CTE teacher**.

Use the SDS1800 - Career Tech Students in Discipline Setting report to identify CTE students who were placed in a disciplinary setting.

***Discipline > Reports > Discipline > SDS1800 - Career Tech Students in Discipline Setting***



Date Run:

Career Tech Students in Disciplinary Settings

Cnty-Dist: 020-020

Sch Year:

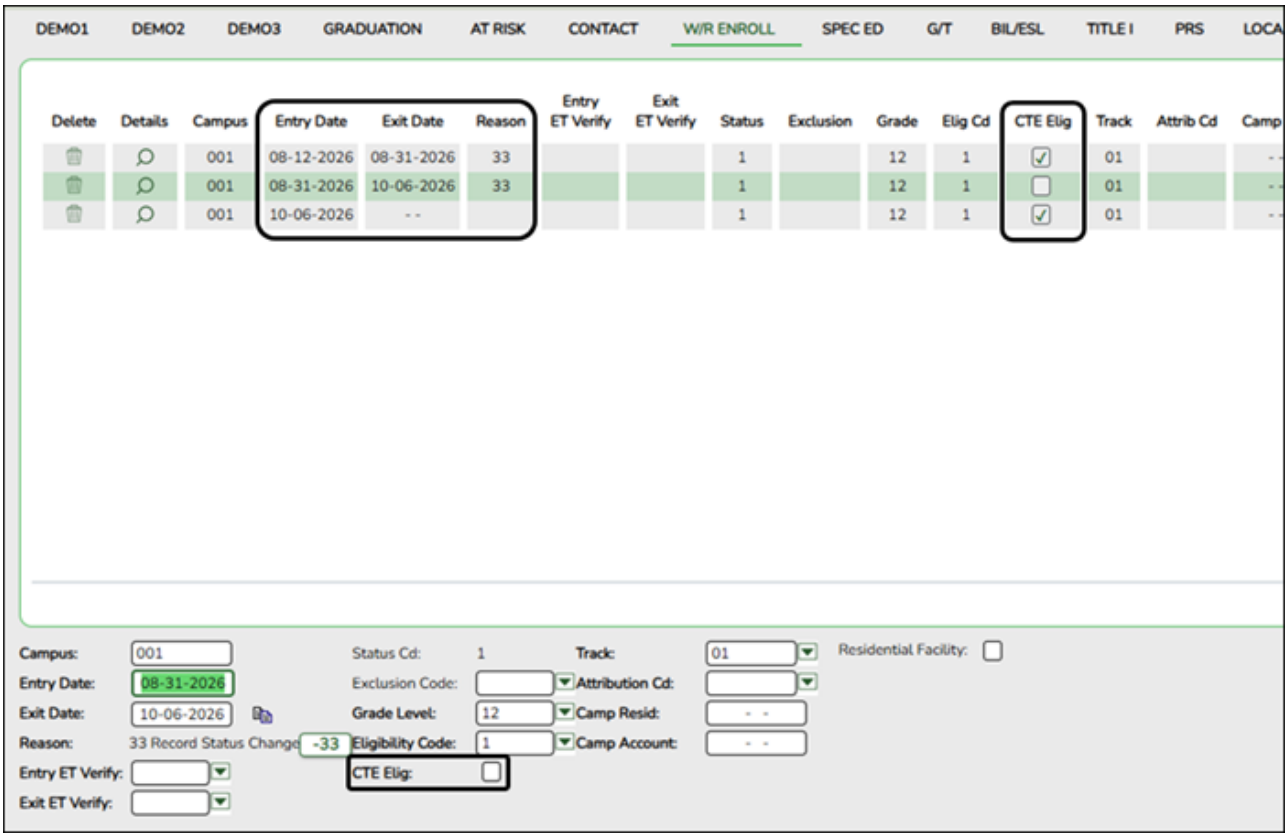
Campus: 001

Track:

| Student ID | Name | Grd Lvl | Actn Age | Incident Nbr | Offcl Len | Act Len | Actn Rsn | Offense Description | Locl Actn Cd | PEIMS Actn Cd | Action Description |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | 12 | 20 | 000009 | 120 | 120 | 23 | Emergency Placement / Expulsion - TEC 37.019 | 07 | 07 | DAEP Placement (Stude |
| | | 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 |

Enter Status Change to remove CTE Elig coding for students placed in a disciplinary setting for more than five consecutive days if the same amount and type of CTE services are not provided by a CTE teacher.

***Registration > Maintenance > Student Enrollment > W/R Enroll***




❑ Enter **Exit Date**.

❑ Click **Code 33** to do a status change.

- A row is added to the grid that displays the default entry date, which is the same as the withdrawal date. This ensures that you do not lose any membership days by typing the incorrect entry date for the status change.
- The fields below the grid are enabled. The fields display the data from the previous row by default.

❑ Modify any information that changed for the entry date.

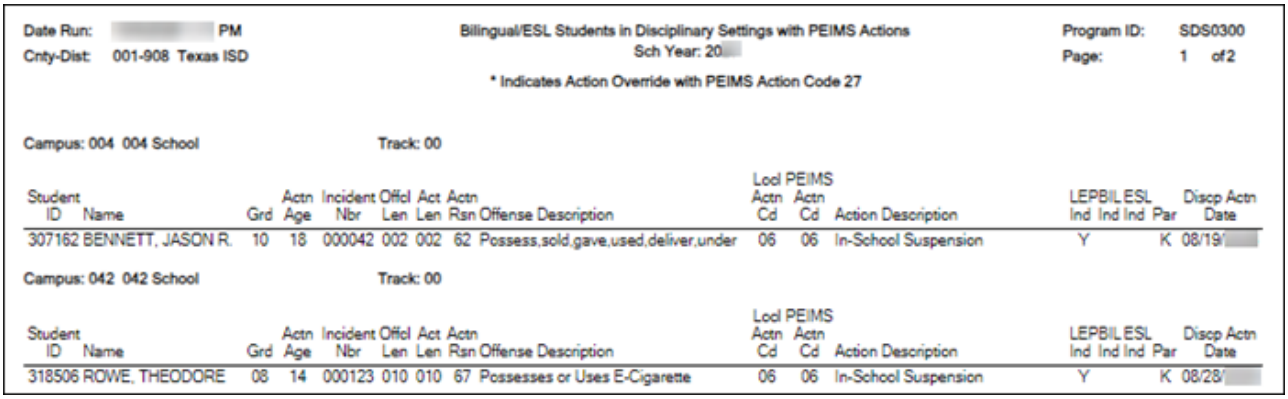
❑ Click **Save** to save the status change.

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Bil/ESL Funding must not be claimed when a bilingual/ESL student is placed in a disciplinary setting (for example, in-school suspension or DAEP) **for more than five consecutive days if the same amount and type of bilingual or ESL program services are not provided by a bilingual or ESL program teacher**. Students not receiving the same amount and type of bilingual or ESL program services by a bilingual or ESL program teacher for five or more days while in a disciplinary setting must be withdrawn from the program during that time.

Use the SDS0300 - Bil/ESL Students in Discipline Settings report to identify bilingual/ESL students who were placed in a disciplinary setting.

### *Discipline > Reports > Discipline > SDS0300 - Bil/ESL Students in Discipline Settings Report*



Date Run: PM
Cnty-Dist: 001-908 Texas ISD

Bilingual/ESL Students in Disciplinary Settings with PEIMS Actions
Sch Year: 20

Program ID: SDS0300
Page: 1 of2

* Indicates Action Override with PEIMS Action Code 27

Campus: 004 004 School Track: 00

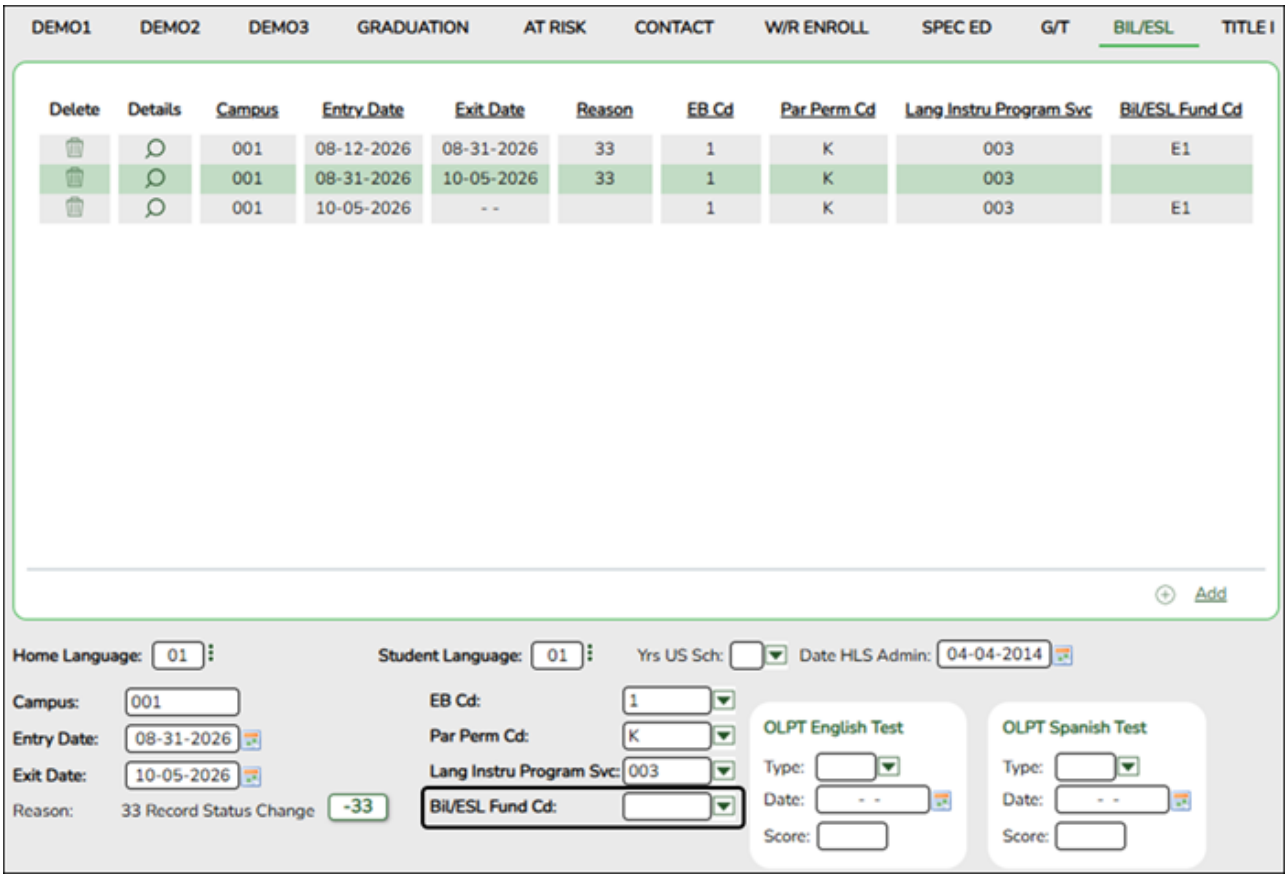
| Student ID | Name | Grd | Actn Age | Incident Nbr | Offcl Len | Act Len | Actn Rsn | Offense Description | Locl Actn Cd | PEIMS Actn Cd | Action Description | LEP Ind | BIL Ind | ESL Ind | Par | Discp Actn Date |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 307162 | BENNETT, JASON R. | 10 | 18 | 000042 | 002 | 002 | 62 | Possess,sold,gave,used,deliver,under | 06 | 06 | In-School Suspension | | | Y | K | 08/19/ |

Campus: 042 042 School Track: 00

| Student ID | Name | Grd | Actn Age | Incident Nbr | Offcl Len | Act Len | Actn Rsn | Offense Description | Locl Actn Cd | PEIMS Actn Cd | Action Description | LEP Ind | BIL Ind | ESL Ind | Par | Discp Actn Date |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 318506 | ROWE, THEODORE | 08 | 14 | 000123 | 010 | 010 | 67 | Possesses or Uses E-Cigarette | 06 | 06 | In-School Suspension | | | Y | K | 08/28/ |

Withdraw students not receiving the same amount and type of bilingual or ESL program services by a bilingual or ESL program teacher for five or more days while in a disciplinary setting.

### *Registration > Maintenance > Student Enrollment > BIL/ESL*



DEMO1 DEMO2 DEMO3 GRADUATION AT RISK CONTACT W/R ENROLL SPEC ED G/T BIL/ESL TITLE I

| Delete | Details | Campus | Entry Date | Exit Date | Reason | EB Cd | Par Perm Cd | Lang Instru Program Svc | Bil/ESL Fund Cd |
|---|---|---|---|---|---|---|---|---|---|
| | | 001 | 08-12-2026 | 08-31-2026 | 33 | 1 | K | 003 | E1 |
| | | 001 | 08-31-2026 | 10-05-2026 | 33 | 1 | K | 003 | |
| | | 001 | 10-05-2026 | - - | | 1 | K | 003 | E1 |

Add

Home Language: 01 Student Language: 01 Yrs US Sch: Date HLS Admin: 04-04-2014

Campus: 001
Entry Date: 08-31-2026
Exit Date: 10-05-2026
Reason: 33 Record Status Change -33

EB Cd: 1
Par Perm Cd: K
Lang Instru Program Svc: 003
Bil/ESL Fund Cd:

OLPT English Test
Type:
Date: - -
Score:

OLPT Spanish Test
Type:
Date: - -
Score:

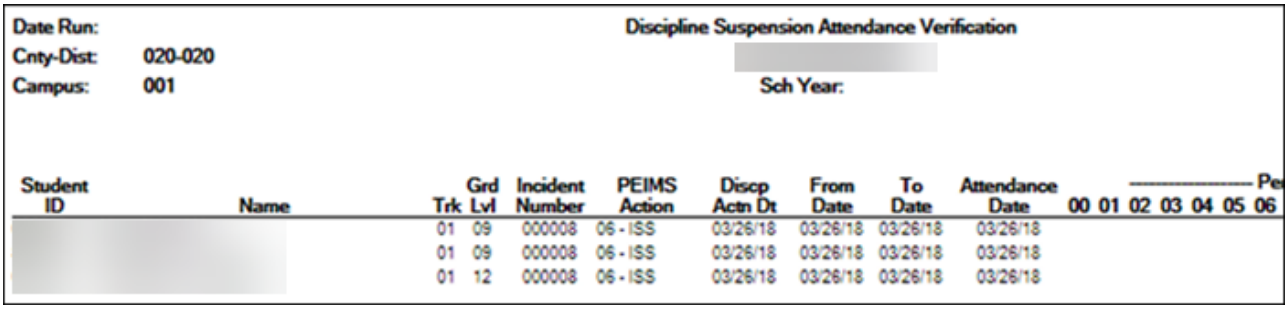
❑ Enter **Exit Date**.
❑ Click **Save**.

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- Review & Correct Attendance/Discipline Discrepancies

Use the SDS1700 - Discipline Suspension Attendance Verification report to identify any attendance posting discrepancies on days that a student was suspended.

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



Date Run:
Cnty-Dist: 020-020
Campus: 001

Discipline Suspension Attendance Verification

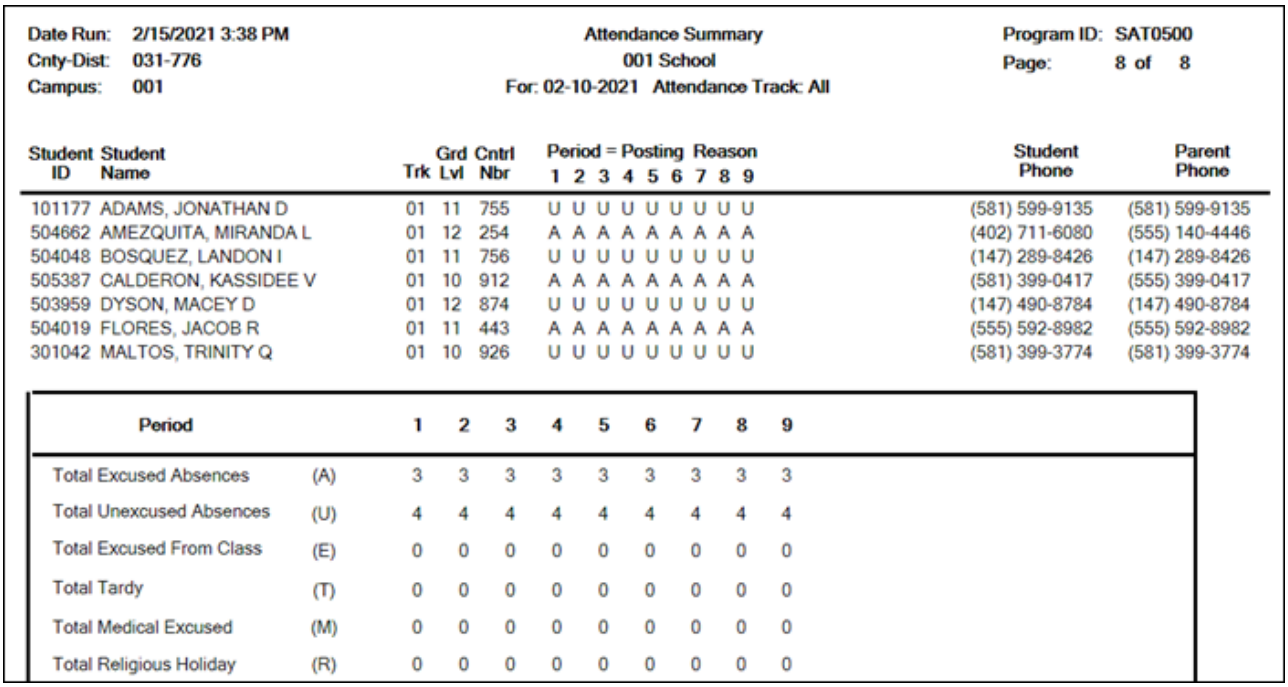
Sch Year:

| Student ID | Name | Trk | Grd Lvl | Incident Number | PEIMS Action | Discp Actn Dt | From Date | To Date | Attendance Date | 00 01 02 03 04 05 06 Pe |
|---|---|---|---|---|---|---|---|---|---|---|
| | | 01 | 09 | 000008 | 06 - ISS | 03/26/18 | 03/26/18 | 03/26/18 | 03/26/18 | |
| | | 01 | 09 | 000008 | 06 - ISS | 03/26/18 | 03/26/18 | 03/26/18 | 03/26/18 | |
| | | 01 | 12 | 000008 | 06 - ISS | 03/26/18 | 03/26/18 | 03/26/18 | 03/26/18 | |

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- Attendance Reports

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



Date Run: 2/15/2021 3:38 PM
Cnty-Dist: 031-776
Campus: 001

Attendance Summary
001 School
For: 02-10-2021 Attendance Track: All

Program ID: SAT0500
Page: 8 of 8

| Student ID | Student Name | Trk | Grd Lvl | Cntrl Nbr | Period = Posting Reason 1 2 3 4 5 6 7 8 9 | Student Phone | Parent Phone |
|---|---|---|---|---|---|---|---|
| 101177 | ADAMS, JONATHAN D | 01 | 11 | 755 | U U U U U U U U U | (581) 599-9135 | (581) 599-9135 |
| 504662 | AMEZQUITA, MIRANDA L | 01 | 12 | 254 | A A A A A A A A A | (402) 711-6080 | (555) 140-4446 |
| 504048 | BOSQUEZ, LANDON I | 01 | 11 | 756 | U U U U U U U U U | (147) 289-8426 | (147) 289-8426 |
| 505387 | CALDERON, KASSIDEE V | 01 | 10 | 912 | A A A A A A A A A | (581) 399-0417 | (555) 399-0417 |
| 503959 | DYSON, MACEY D | 01 | 12 | 874 | U U U U U U U U U | (147) 490-8784 | (147) 490-8784 |
| 504019 | FLORES, JACOB R | 01 | 11 | 443 | A A A A A A A A A | (555) 592-8982 | (555) 592-8982 |
| 301042 | MALTOS, TRINITY Q | 01 | 10 | 926 | U U U U U U U U U | (581) 399-3774 | (581) 399-3774 |

| Period | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |
|---|---|---|---|---|---|---|---|---|---|---|
| Total Excused Absences | (A) | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |
| Total Unexcused Absences | (U) | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 |
| Total Excused From Class | (E) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Tardy | (T) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Medical Excused | (M) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Religious Holiday | (R) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

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

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

Date Run: [redacted] PM CDT
Cnty-Dist: [redacted]
Campus: 001

Campus Multi-track Summary Report - Student Attendance and Contact Hours by School Year
For School Year [redacted]
Texas ISD / 001 School
Table I

Program ID: SAT0920

Reporting Period for Cycle 1 — Dates Covered: [redacted]

| | | EE | PK | KG | Grade 1 | Grade 2 | Grade 3 | Grade 4 | Grade 5 |
|---|---|---|---|---|---|---|---|---|---|
| A | Number of Days Taught | | | | | | | | |
| 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 |
| G1 | B1-Elig Days Bilingual | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| G2 | E1-Elig Days ESL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| G3 | D3(EB)-Elig Days Dual Lang | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| G4 | D4(Non-EB)-Elig Days Dual Lang | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| G5 | D5(EB)-Elig Days Alt Dual Lang | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| G6 | D6(Non-EB)-Elig Days Alt Dual Lang | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| H1 | Early Ed Eco Dis Elig Days | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| H2 | Early Ed Lang Elig Days | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| H3 | Early Ed Eco Dis & Lang Elig Days | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| I | Eligible Days in Res Fac | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| J | Eligible Days Pg Related Services | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| K | Eligible Days Sp. Ed. Mainstream | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| W | Percent Attendance | 0.00% | 0.00% | 0.00% | 0.00% | 0.00% | 0.00% | 0.00% | 0.00% |

| | | Grade 6 | Grade 7 | Grade 8 | Grade 9 | Grade 10 | Grade 11 | Grade 12 | Total |
|---|---|---|---|---|---|---|---|---|---|
| A | Number of Days Taught | | | | | | | | |
| B | Tot Days Membership - All Students | 0.00 | 0.00 | 0.00 | 12,683.00 | 11,142.00 | 9,368.00 | 8,297.00 | 41,490.00 |
| C | Tot Days Absent - All Students | 0.00 | 0.00 | 0.00 | 876.00 | 617.00 | 526.00 | 452.00 | 2,471.00 |
| D | Tot Days Present - All Students ( B - C ) | 0.00 | 0.00 | 0.00 | 11,807.00 | 10,525.00 | 8,842.00 | 7,845.00 | 39,019.00 |
| 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 | 11,807.00 | 10,525.00 | 8,842.00 | 7,845.00 | 39,019.00 |
| G1 | B1-Elig Days Bilingual | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| G2 | E1-Elig Days ESL | 0.00 | 0.00 | 0.00 | 1,810.00 | 2,487.00 | 1,504.00 | 1,222.00 | 7,023.00 |
| G3 | D3(EB)-Elig Days Dual Lang | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| G4 | D4(Non-EB)-Elig Days Dual Lang | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| G5 | D5(EB)-Elig Days Alt Dual Lang | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| G6 | D6(Non-EB)-Elig Days Alt Dual Lang | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| H1 | Early Ed Eco Dis Elig Days | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| H2 | Early Ed Lang Elig Days | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| H3 | Early Ed Eco Dis & Lang Elig Days | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| I | Eligible Days in Res Fac | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| J | Eligible Days Pg Related Services | 0.00 | 0.00 | 0.00 | 22.00 | 21.00 | 0.00 | 0.00 | 43.00 |
| K | Eligible Days Sp. Ed. Mainstream | 0.00 | 0.00 | 0.00 | 1,667.00 | 1,305.00 | 821.00 | 612.00 | 4,405.00 |
| W | Percent Attendance | 0.00% | 0.00% | 0.00% | 93.09% | 94.46% | 94.39% | 94.55% | 94.04% |

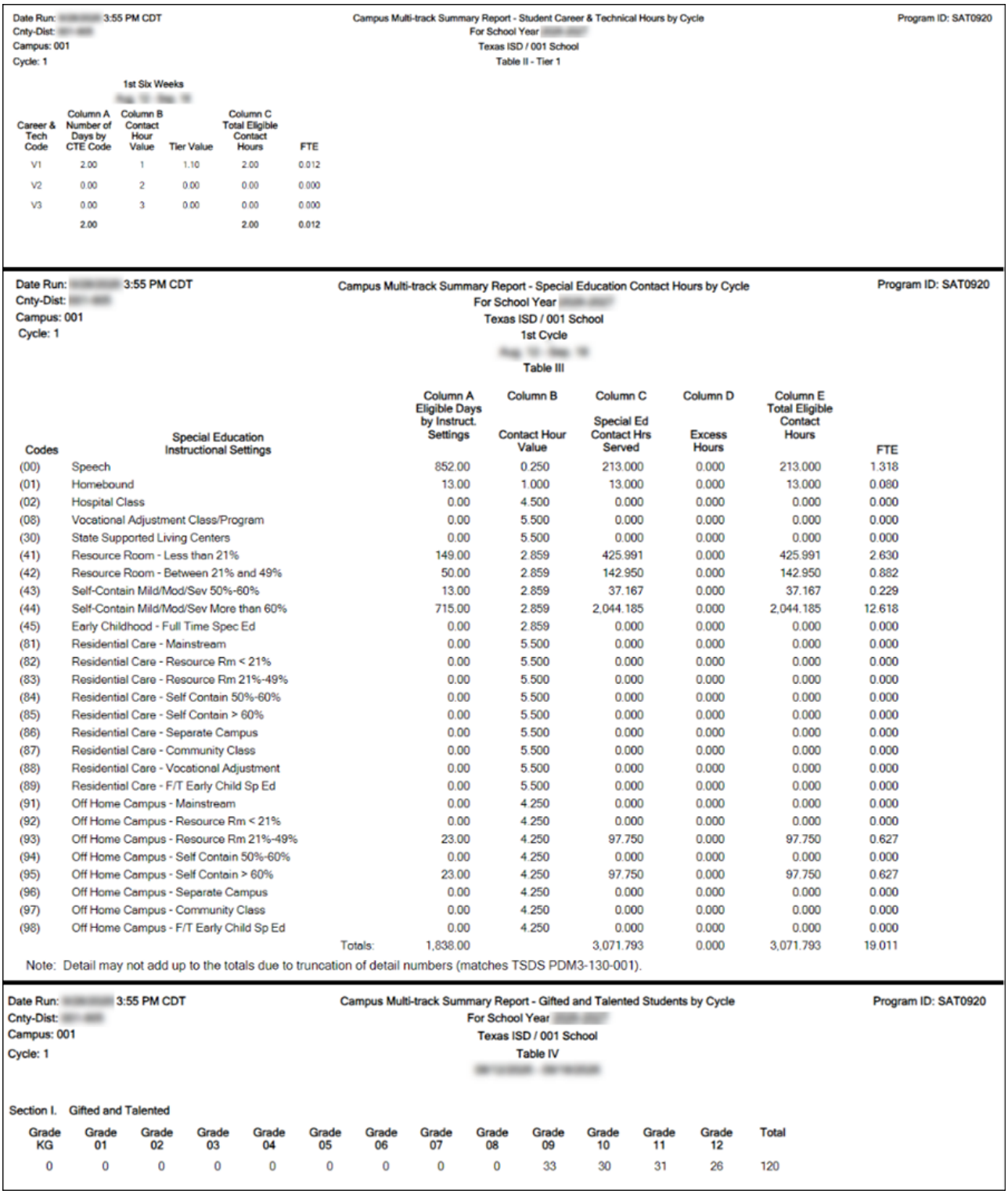
Date Run: [redacted] 3:39 PM CDT
Cnty-Dist: [redacted]
Campus: 001

Campus Multi-track Summary Report - Student Attendance and Contact Hours by School Year
For School Year [redacted]
Texas ISD / 001 School
Table I

Program ID: SAT0920

Reporting Period for Cycle 1 — Dates Covered: 08/12/2026 - 09/18/2026

| | All Grades | Total |
|---|---|---|
| L1 | B1-Bil Refined ADA (G1/A) | 0.00 |
| L2 | E1-ESL Refined ADA (G2/A) | 260.11 |
| L3 | D3(EB)-Dual Lang Refined ADA (G3/A) | 0.00 |
| L4 | D4(Non-EB)-Dual Lang Refined ADA (G4/A) | 0.00 |
| L5 | D5(EB)-Alt Dual Lang Refined ADA (G5/A) | 0.00 |
| L6 | D6(Non-EB)-Alt Dual Lang Refined ADA (G6/A) | 0.00 |
| M | Residential Facility Refined ADA | 0.00 |
| N | Spec. Ed. Refined ADA | 163.15 |
| O1 | Early Ed Eco Dis Refined ADA | 0.00 |
| O2 | Early Ed Lang Refined ADA | 0.00 |
| O3 | Early Ed Eco Dis and Lang Refined ADA | 0.00 |
| P | Preg Related Services FTE | 0.47 |
| Q1 | Career & Technical FTE - Tier 1 ( W1 / (6 * A) ) | 0.01 |
| Q2 | Career & Technical FTE - Tier 2 ( W2 / (6 * A) ) | 120.31 |
| Q3 | Career & Technical FTE - Tier 3 ( W3 / (6 * A) ) | 149.73 |
| R | Special Education FTE | 19.01 |
| S1 | R-PEP Total FTE | 1.72 |
| S2 | R-PEP Eco Dis FTE | 1.48 |
| S3 | R-PEP Non-Eco Dis FTE | 0.24 |
| T1 | Tier of Intensity 01 Refined ADA | 0.00 |
| T2 | Tier of Intensity 02 Refined ADA | 0.74 |
| T3 | Tier of Intensity 03 Refined ADA | 0.00 |
| T4 | Tier of Intensity 04 Refined ADA | 0.00 |
| T5 | Tier of Intensity 05 Refined ADA | 0.00 |
| T6 | Tier of Intensity 06 Refined ADA | 0.00 |
| T7 | Tier of Intensity 07 Refined ADA | 0.00 |
| T8 | Tier of Intensity 08 Refined ADA | 0.00 |
| U | Regular Program Refined ADA | 1,156.15 |
| V | Total Refined ADA | 1,445.21 |
| X | Special Education Contact Hours Total - Table III | 3,071.79 |



Date Run: [redacted] 3:55 PM CDT
Cnty-Dist: [redacted]
Campus: 001
Cycle: 1

Campus Multi-track Summary Report - Student Career & Technical Hours by Cycle
For School Year [redacted]
Texas ISD / 001 School
Table II - Tier 1

Program ID: SAT0920

1st Six Weeks
[redacted]

| Career & Tech Code | Column A Number of Days by CTE Code | Column B Contact Hour Value | Tier Value | Column C Total Eligible Contact Hours | FTE |
|---|---|---|---|---|---|
| V1 | 2.00 | 1 | 1.10 | 2.00 | 0.012 |
| V2 | 0.00 | 2 | 0.00 | 0.00 | 0.000 |
| V3 | 0.00 | 3 | 0.00 | 0.00 | 0.000 |
| | 2.00 | | | 2.00 | 0.012 |

Date Run: [redacted] 3:55 PM CDT
Cnty-Dist: [redacted]
Campus: 001
Cycle: 1

Campus Multi-track Summary Report - Special Education Contact Hours by Cycle
For School Year [redacted]
Texas ISD / 001 School
1st Cycle
[redacted]
Table III

Program ID: SAT0920

| 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 | 852.00 | 0.250 | 213.000 | 0.000 | 213.000 | 1.318 |
| (01) | Homebound | 13.00 | 1.000 | 13.000 | 0.000 | 13.000 | 0.080 |
| (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% | 149.00 | 2.859 | 425.991 | 0.000 | 425.991 | 2.630 |
| (42) | Resource Room - Between 21% and 49% | 50.00 | 2.859 | 142.950 | 0.000 | 142.950 | 0.882 |
| (43) | Self-Contain Mild/Mod/Sev 50%-60% | 13.00 | 2.859 | 37.167 | 0.000 | 37.167 | 0.229 |
| (44) | Self-Contain Mild/Mod/Sev More than 60% | 715.00 | 2.859 | 2,044.185 | 0.000 | 2,044.185 | 12.618 |
| (45) | Early Childhood - Full Time Spec Ed | 0.00 | 2.859 | 0.000 | 0.000 | 0.000 | 0.000 |
| (81) | Residential Care - Mainstream | 0.00 | 5.500 | 0.000 | 0.000 | 0.000 | 0.000 |
| (82) | Residential Care - Resource Rm < 21% | 0.00 | 5.500 | 0.000 | 0.000 | 0.000 | 0.000 |
| (83) | Residential Care - Resource Rm 21%-49% | 0.00 | 5.500 | 0.000 | 0.000 | 0.000 | 0.000 |
| (84) | Residential Care - Self Contain 50%-60% | 0.00 | 5.500 | 0.000 | 0.000 | 0.000 | 0.000 |
| (85) | Residential Care - Self Contain > 60% | 0.00 | 5.500 | 0.000 | 0.000 | 0.000 | 0.000 |
| (86) | Residential Care - Separate Campus | 0.00 | 5.500 | 0.000 | 0.000 | 0.000 | 0.000 |
| (87) | Residential Care - Community Class | 0.00 | 5.500 | 0.000 | 0.000 | 0.000 | 0.000 |
| (88) | Residential Care - Vocational Adjustment | 0.00 | 5.500 | 0.000 | 0.000 | 0.000 | 0.000 |
| (89) | Residential Care - F/T Early Child Sp Ed | 0.00 | 5.500 | 0.000 | 0.000 | 0.000 | 0.000 |
| (91) | Off Home Campus - Mainstream | 0.00 | 4.250 | 0.000 | 0.000 | 0.000 | 0.000 |
| (92) | Off Home Campus - Resource Rm < 21% | 0.00 | 4.250 | 0.000 | 0.000 | 0.000 | 0.000 |
| (93) | Off Home Campus - Resource Rm 21%-49% | 23.00 | 4.250 | 97.750 | 0.000 | 97.750 | 0.627 |
| (94) | Off Home Campus - Self Contain 50%-60% | 0.00 | 4.250 | 0.000 | 0.000 | 0.000 | 0.000 |
| (95) | Off Home Campus - Self Contain > 60% | 23.00 | 4.250 | 97.750 | 0.000 | 97.750 | 0.627 |
| (96) | Off Home Campus - Separate Campus | 0.00 | 4.250 | 0.000 | 0.000 | 0.000 | 0.000 |
| (97) | Off Home Campus - Community Class | 0.00 | 4.250 | 0.000 | 0.000 | 0.000 | 0.000 |
| (98) | Off Home Campus - F/T Early Child Sp Ed | 0.00 | 4.250 | 0.000 | 0.000 | 0.000 | 0.000 |
| | Totals: | 1,838.00 | | 3,071.793 | 0.000 | 3,071.793 | 19.011 |

Note: Detail may not add up to the totals due to truncation of detail numbers (matches TSDS PDM3-130-001).

Date Run: [redacted] 3:55 PM CDT
Cnty-Dist: [redacted]
Campus: 001
Cycle: 1

Campus Multi-track Summary Report - Gifted and Talented Students by Cycle
For School Year [redacted]
Texas ISD / 001 School
Table IV
[redacted]

Program ID: SAT0920

Section I. Gifted and Talented

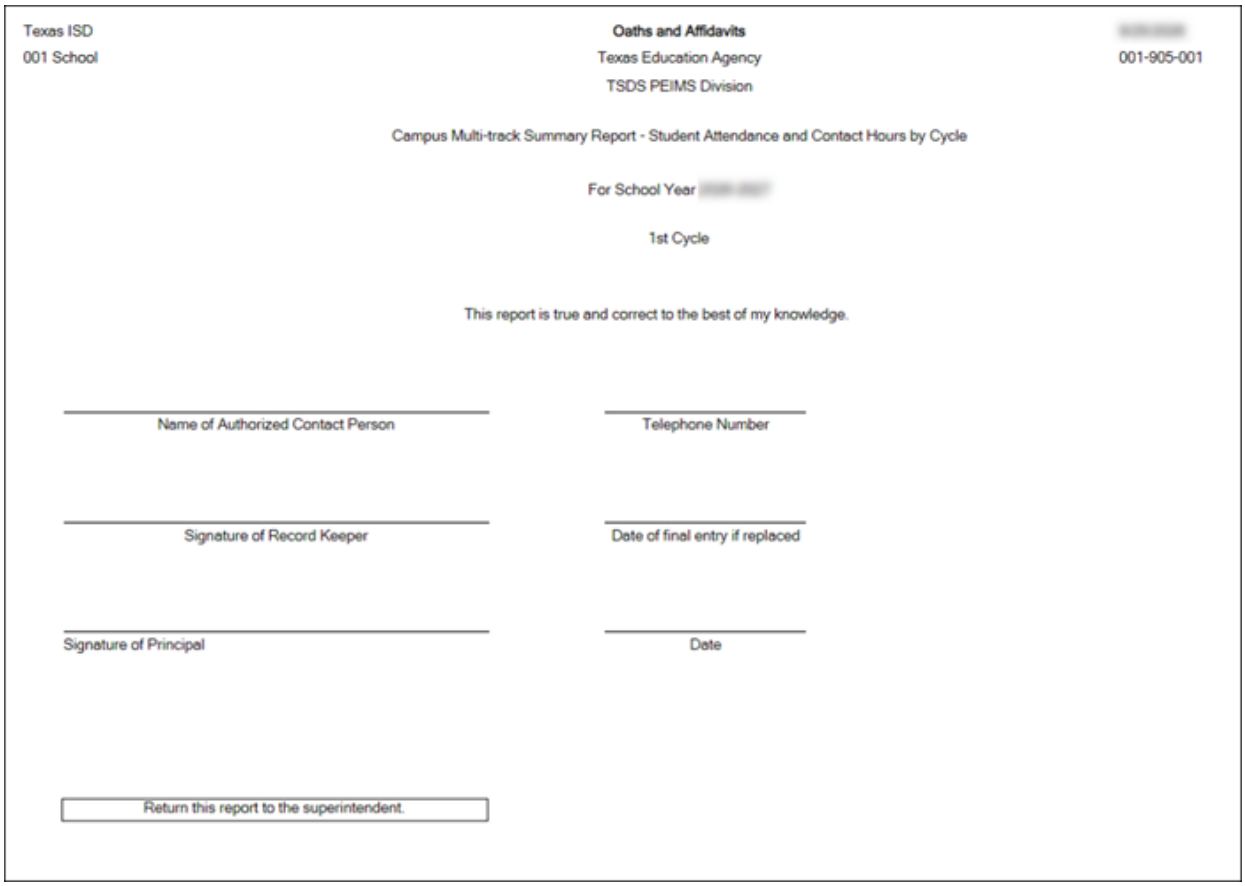
| Grade KG | Grade 01 | Grade 02 | Grade 03 | Grade 04 | Grade 05 | Grade 06 | Grade 07 | Grade 08 | Grade 09 | Grade 10 | Grade 11 | Grade 12 | Total |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 33 | 30 | 31 | 26 | 120 |

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.

SAT0920 provides the eligible/ineligible attendance days present and absent and special program contact hours. SAT0920 should be run at the end of every cycle to verify data.

- Table I can be compared to TSDS reports PDM5-130-001, and PDM5-130-004.
- Table II can be used to verify CTE contact hours. It can be compared to TSDS reports PDM5-130-002 and PDM5-120-013.
- Table III can be used to verify special education data. It can be compared to TSDS reports PDM5-130-004 and PDM5-120-013.

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



Texas ISD
001 School

**Oaths and Affidavits**
Texas Education Agency
TSDS PEIMS Division

001-905-001

Campus Multi-track Summary Report - Student Attendance and Contact Hours by Cycle

For School Year

1st Cycle

This report is true and correct to the best of my knowledge.

Name of Authorized Contact Person

Telephone Number

Signature of Record Keeper

Date of final entry if replaced

Signature of Principal

Date

Return this report to the superintendent.

**If CTE Hours on PDM5-130-002 and PDM5-120-013 reports do not match SAT0920**:

- Run the SRG0600 - Student Special Program Listing report in Registration.
- Check the CTE section of this report for Service IDs (CourseCodes) that are showing more days eligible than are in the cycle.

This indicates a coding error that requires correction.

## *Attendance > Reports > Attendance Reports > Campus > SAT4000 - Career and Technical Education Eligible Days Report*

Date Run: 11-16- 10:00 AM CST
Cnty Dist: 001-908
Track: All
Campus:

**Career and Technical Education Eligible Days**

Texas ISD
Sch Year: 20

Program ID: SAT4000
Page: 2 of 2

| | | | | Six-Week 1 | | Six-Week 2 | | Six-Week 3 | | Six-Week 4 | | Six-Week 5 | | Six-Week 6 | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Code | Cntct Hour Multi | Service ID | Tier | Elig Days | Contact Hours | Elig Days | Contact Hours | Elig Days | Contact Hours | Elig Days | Contact Hours | Elig Days | Contact Hours | Elig Days | Contact Hours | FTE |
| V1 | 1.0 | 13029400 | 3 | 553.0 | 553.0 | 567.0 | 567.0 | 588.0 | 588.0 | 651.0 | 651.0 | 567.0 | 567.0 | 672.0 | 672.0 | 20.914 |
| V1 | 1.0 | N1300995 | 3 | 238.0 | 238.0 | 243.0 | 243.0 | 252.0 | 252.0 | 279.0 | 279.0 | 243.0 | 243.0 | 288.0 | 288.0 | 8.969 |
| V1 and Tier 3 Subtotal | | | | 4157.0 | 4157.0 | 4347.0 | 4347.0 | 4508.0 | 4508.0 | 4929.0 | 4929.0 | 4293.0 | 4293.0 | 5088.0 | 5088.0 | 158.829 |
| V2 | 2.0 | 13004700 | 3 | 51.0 | 102.0 | 54.0 | 108.0 | 56.0 | 112.0 | 62.0 | 124.0 | 54.0 | 108.0 | 64.0 | 128.0 | 3.965 |
| V2 | 2.0 | 13039400 | 3 | 83.0 | 166.0 | 81.0 | 162.0 | 84.0 | 168.0 | 93.0 | 186.0 | 81.0 | 162.0 | 96.0 | 192.0 | 6.025 |
| V2 | 2.0 | 13039600 | 3 | 414.0 | 828.0 | 432.0 | 864.0 | 448.0 | 896.0 | 496.0 | 992.0 | 432.0 | 864.0 | 512.0 | 1024.0 | 31.776 |
| V2 | 2.0 | 13039710 | 3 | 622.0 | 1244.0 | 648.0 | 1296.0 | 672.0 | 1344.0 | 744.0 | 1488.0 | 648.0 | 1296.0 | 768.0 | 1536.0 | 47.679 |
| V2 | 2.0 | 13040450 | 3 | 233.0 | 466.0 | 243.0 | 486.0 | 252.0 | 504.0 | 279.0 | 558.0 | 243.0 | 486.0 | 288.0 | 576.0 | 17.877 |
| V2 and Tier 3 Subtotal | | | | 7862.0 | 15724.0 | 8127.0 | 16254.0 | 8428.0 | 16856.0 | 9331.0 | 18662.0 | 8127.0 | 16254.0 | 9632.0 | 19264.0 | 598.732 |
| V3 | 3.0 | 13020505 | 3 | 27.0 | 81.0 | 27.0 | 81.0 | 28.0 | 84.0 | 31.0 | 93.0 | 27.0 | 81.0 | 32.0 | 96.0 | 3.000 |
| V3 | 3.0 | 13025210 | 3 | 330.0 | 990.0 | 351.0 | 1053.0 | 364.0 | 1092.0 | 403.0 | 1209.0 | 351.0 | 1053.0 | 416.0 | 1248.0 | 38.611 |
| V3 | 3.0 | N1302534 | 3 | 344.0 | 1032.0 | 351.0 | 1053.0 | 364.0 | 1092.0 | 403.0 | 1209.0 | 351.0 | 1053.0 | 416.0 | 1248.0 | 38.870 |
| V3 | 3.0 | N1302535 | 3 | 202.0 | 606.0 | 189.0 | 567.0 | 196.0 | 588.0 | 217.0 | 651.0 | 189.0 | 567.0 | 224.0 | 672.0 | 21.241 |
| V3 and Tier 3 Subtotal | | | | 903.0 | 2709.0 | 918.0 | 2754.0 | 952.0 | 2856.0 | 1054.0 | 3162.0 | 918.0 | 2754.0 | 1088.0 | 3264.0 | 101.722 |
| CTE Tier 3 Subtotal | | | | 12922.0 | 22590.0 | 13392.0 | 23355.0 | 13888.0 | 24220.0 | 15314.0 | 26753.0 | 13338.0 | 23301.0 | 15808.0 | 27616.0 | 859.283 |

End of Report

SAT4000 Report mimics TEA's PDM5-130-002.

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

Date Run: 2/15/2021 03:48 PM
District Report for All Tracks
Cnty-Dist: 031776

Entry / Withdrawal Summary For This Period Thru 02/12/2021
TEXAS ISD
Sch Year: 2021

Program ID: SAT1700
Page: 1 of 4

School Began: 08/17/2020 Begin Range: 08/17/2020 End Range: 02/12/2021

| Campus ID | Trk | Student ID | Cntrl | Last Name | First Name | MI | Entry Date | Wd Date | Wd Cd | Mem | Gr | Sex | Ada Elig | Date of Birth |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 101 | 0 | 505826 | 678 | ABRAHAM | RYATT | G | | 01/05/2021 | 60 | 0.0 | 03 | F | 1 | 07/09/2012 |
| 101 | 0 | 700007 | 896 | AGOSTO | EMMA | A | | 01/21/2021 | 60 | 11.0 | 02 | F | 3 | 07/07/2013 |
| 041 | 0 | 505716 | 521 | ALBOLAEZ-SOLIS | DARIAN | D | | 01/05/2021 | 98 | 0.0 | 08 | M | 1 | 10/12/2006 |
| 041 | 0 | 301062 | 802 | ALDANA | THADDAEUS | A | | 01/14/2021 | 98 | 7.0 | 08 | M | 1 | 11/28/2004 |
| 001 | 0 | 301083 | 877 | ALEMAN | KRISTEN | L | | 01/05/2021 | 80 | 0.0 | 09 | M | 1 | 04/25/2006 |
| 101 | 0 | 700023 | 922 | ALMAND | JOSHUA | L | | 01/05/2021 | 80 | 0.0 | 01 | M | 1 | 01/07/2014 |
| 101 | 0 | 700336 | 910 | ALVARADO | COURTNEY | A | 01/05/2021 | | | 28.0 | KG | M | 1 | 02/24/2015 |

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.

---

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

Date Run: 2-15-2021 3:54 PM
Cnty-Dist: 031-776
Campus: 001 Track: 01

Daily Attendance Summary
001 School
Sch Year: 2021
Date Range: 09-21-2020 to 10-30-2020

Program ID: SAT0400
Page: 1 of 112
Sem: 1 Cycle: 2

Date: 09-21-2020 Grade: 09

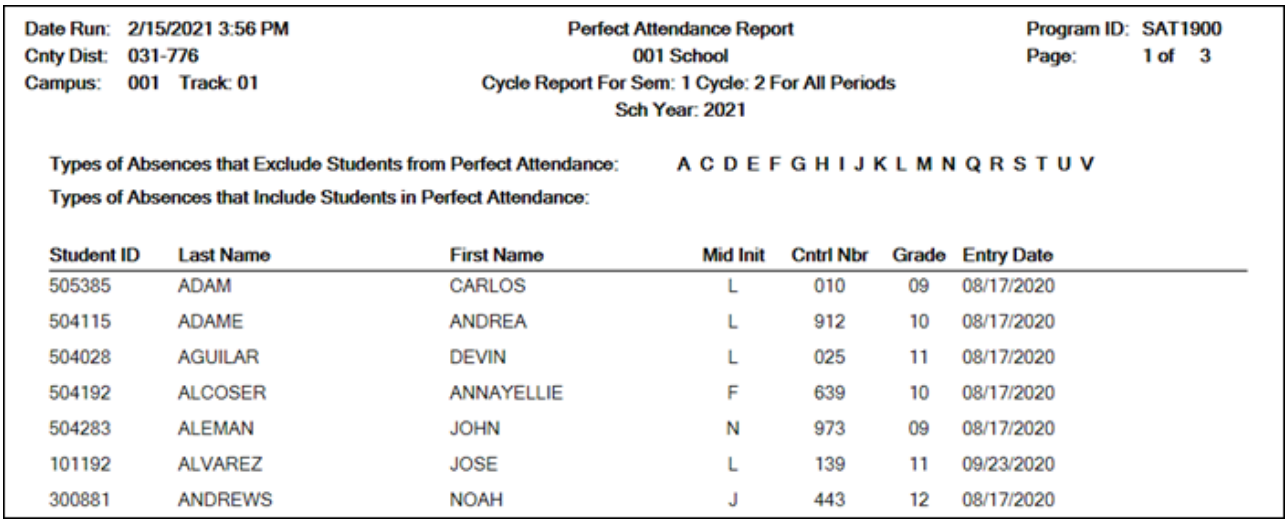
| | Total |
|---|---|
| 1. Beginning Membership | 113 |
| 2. New or Reentry Students Today | |
| 3. Total New Or Reentries | 0 |
| 4. Total (1+3) | 113 |
| 5. Withdrawals | |
| 6. Total Withdrawals | 0 |
| 7. Total Closing Membership (4-6) | 113 |
| 8. Students Absent Today | |

| Last Name | First Name | MI | Elg | Cntrl Nbr | Last Name | First Name | MI | Elg | Cntrl Nbr |
|---|---|---|---|---|---|---|---|---|---|
| ALEMAN | KRISTEN | L | 1 | 877 | BAKER | JASMINE | J | 1 | 010 |

| | |
|---|---|
| 9. Total Absences | 2 |
| 10. Total Membership Present (7-9) | 111 |

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.

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



Date Run: 2/15/2021 3:56 PM
Cnty Dist: 031-776
Campus: 001 Track: 01

Perfect Attendance Report
001 School
Cycle Report For Sem: 1 Cycle: 2 For All Periods
Sch Year: 2021

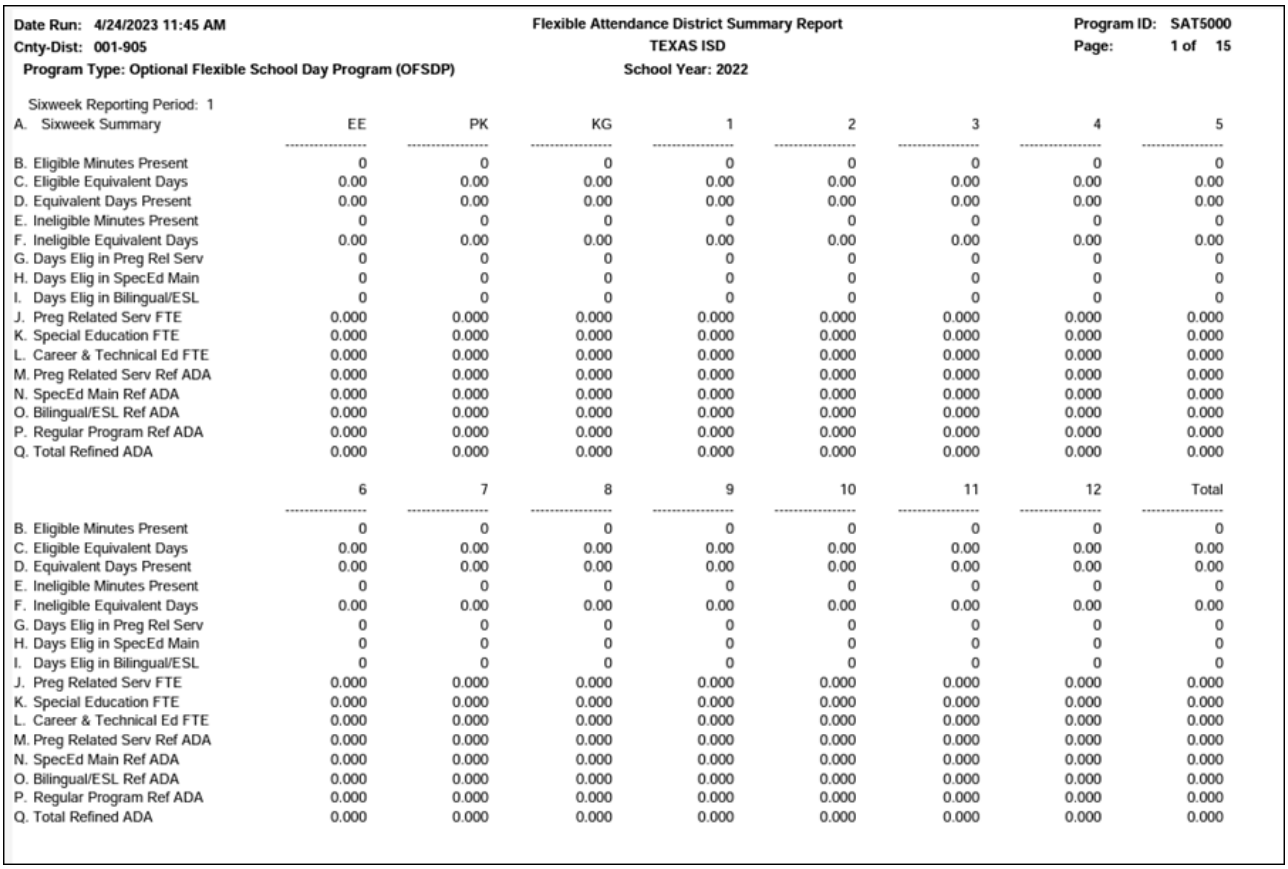
Program ID: SAT1900
Page: 1 of 3

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 |
|---|---|---|---|---|---|---|
| 505385 | ADAM | CARLOS | L | 010 | 09 | 08/17/2020 |
| 504115 | ADAME | ANDREA | L | 912 | 10 | 08/17/2020 |
| 504028 | AGUILAR | DEVIN | L | 025 | 11 | 08/17/2020 |
| 504192 | ALCOSER | ANNAYELLIE | F | 639 | 10 | 08/17/2020 |
| 504283 | ALEMAN | JOHN | N | 973 | 09 | 08/17/2020 |
| 101192 | ALVAREZ | JOSE | L | 139 | 11 | 09/23/2020 |
| 300881 | ANDREWS | NOAH | J | 443 | 12 | 08/17/2020 |

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.

### *Attendance > Reports > Attendance Reports > Audit > SAT5000 - Flexible Attendance District Summary*



Date Run: 4/24/2023 11:45 AM — Flexible Attendance District Summary Report — Program ID: SAT5000
Cnty-Dist: 001-905 — TEXAS ISD — Page: 1 of 15
Program Type: Optional Flexible School Day Program (OFSDP) — School Year: 2022

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 | 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 |

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

---

***Attendance > Reports > Attendance Reports > Campus Report Group > SAT2100 - Six Weeks FTE Report***

Date Run: 4-1-2025 2:24 PM
Cnty Dist: 001-905
Track: All
Campus: 001

**Six Week Attendance for FTEs**
**001 School**
**For Six Week Reporting Periods**
**Dates:09/02/2024 To 03/28/2025**
**Sch Year: 2025**

Program ID: SAT2100
Page: 1 of 1

| | 1st | 2nd | 3rd | 4th | 5th | 6th | Cumulative Total |
|---|---|---|---|---|---|---|---|
| **Total Refined ADA** | 1500.256 | 1669.167 | 1667.907 | 1666.808 | 1667.500 | .000 | **1650.378** |
| **Career & Technical Education FTE Tier 1** | .000 | .000 | .000 | .000 | .000 | .000 | **.000** |
| **Career & Technical Education FTE Tier 2** | 133.639 | 147.571 | 147.546 | 147.250 | 147.250 | .000 | **145.975** |
| **Career & Technical Education FTE Tier 3** | 132.209 | 145.073 | 144.999 | 144.499 | 144.499 | .000 | **143.468** |
| **Total Special Education FTE** | 33.854 | 37.293 | 37.274 | 37.293 | 37.293 | .000 | **36.929** |
| (00) Speech Therapy | 1.570 | 1.750 | 1.748 | 1.750 | 1.750 | .000 | **1.731** |
| (01) Homebound | .000 | .000 | .000 | .000 | .000 | .000 | **.000** |
| (02) Hospital Class | .000 | .000 | .000 | .000 | .000 | .000 | **.000** |
| (08) Voc Adjustment Class | .000 | .000 | .000 | .000 | .000 | .000 | **.000** |
| (30) State School for Per W/Men Ret | .000 | .000 | .000 | .000 | .000 | .000 | **.000** |
| (96) Off Home Cam Separate Cam | 0.654 | 0.708 | 0.708 | 0.708 | 0.708 | .000 | **0.702** |
| (97) Off Home Cam - Cmty Class | .000 | .000 | .000 | .000 | .000 | .000 | **.000** |
| (98) Off Home Cam - F/T Early Chld SE | .000 | .000 | .000 | .000 | .000 | .000 | **.000** |
| **Special Ed Mainstream Refined ADA** | 133.667 | 151.963 | 151.889 | 151.000 | 151.000 | .000 | **149.626** |

SAT2100 displays current year cumulative ADA enrollment and full-time equivalencies (FTEs) for one campus or all campuses in the district for the selected semester-cycle or date range. A summary by is included, with cumulative totals for ADA and FTE number.

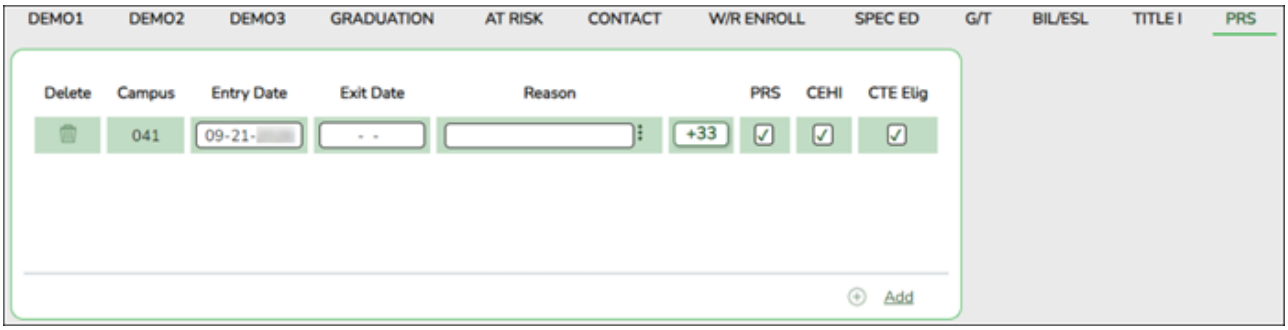
**NOTE**: This report can be used to compare to the prior year SAT2100. Question if FTE decreased significantly in any area as this report is used to calculate funding.

---

- Attendance > Maintenance

### ***Registration > Maintenance > Student Enrollment > Pregnancy Related Services (PRS)***

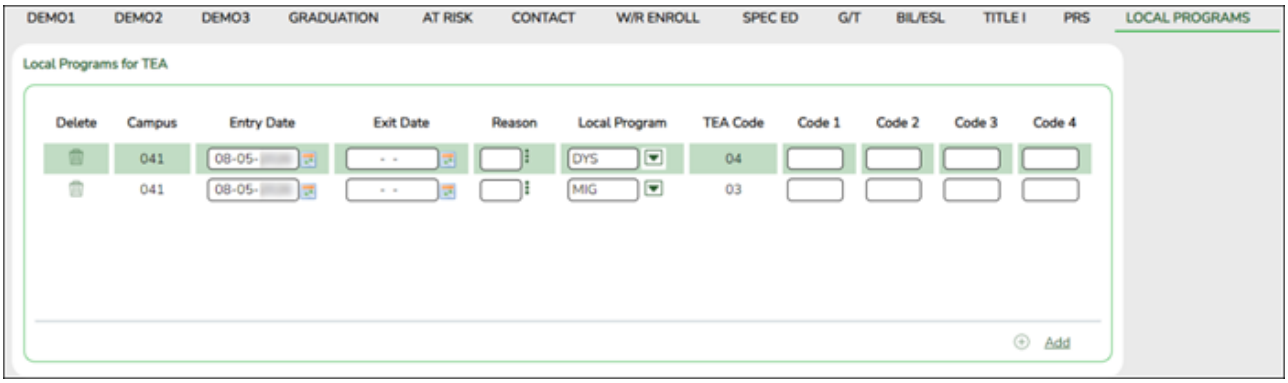
Use the following screen to update **PRS** data as needed.




Use the following screen to update the data for the following StudentCharacteristics as needed.

- Migrant
- Dyslexia
- General Education Homebound
- Dropout Recovery Program
- Former ESA Student
- P-TECH
- P-TECH Yr 5
- P-TECH Yr 6
- Student Residing in Residential Facility
- R-PEP
- R-PEP Yr 5
- R-PEP Yr 6

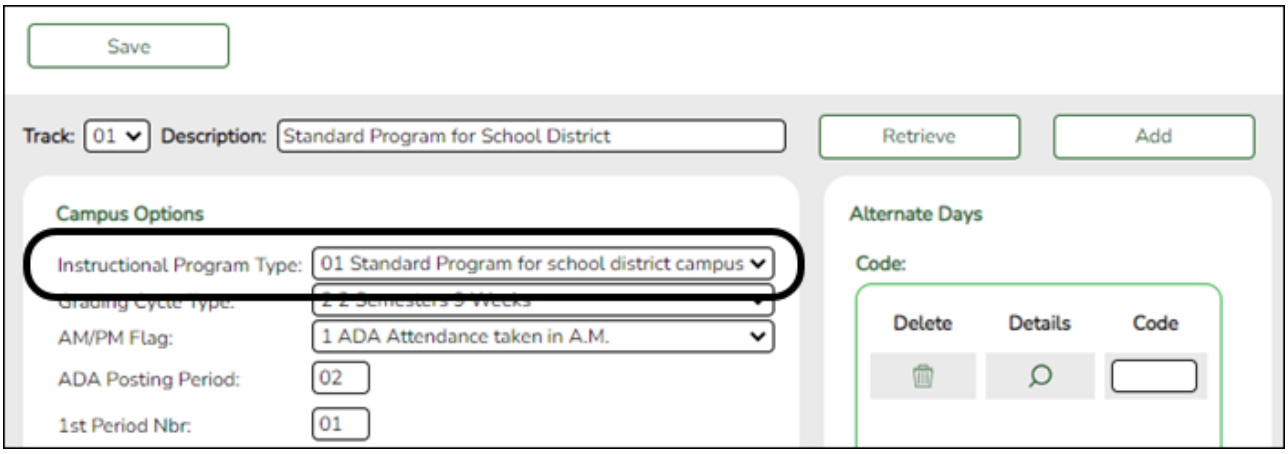
***Registration > Maintenance > Student Enrollment > Local Programs***




**NOTE**: See QuickGuide: R-PEP Hours Calculation Requirements for additional setup requirements.

---

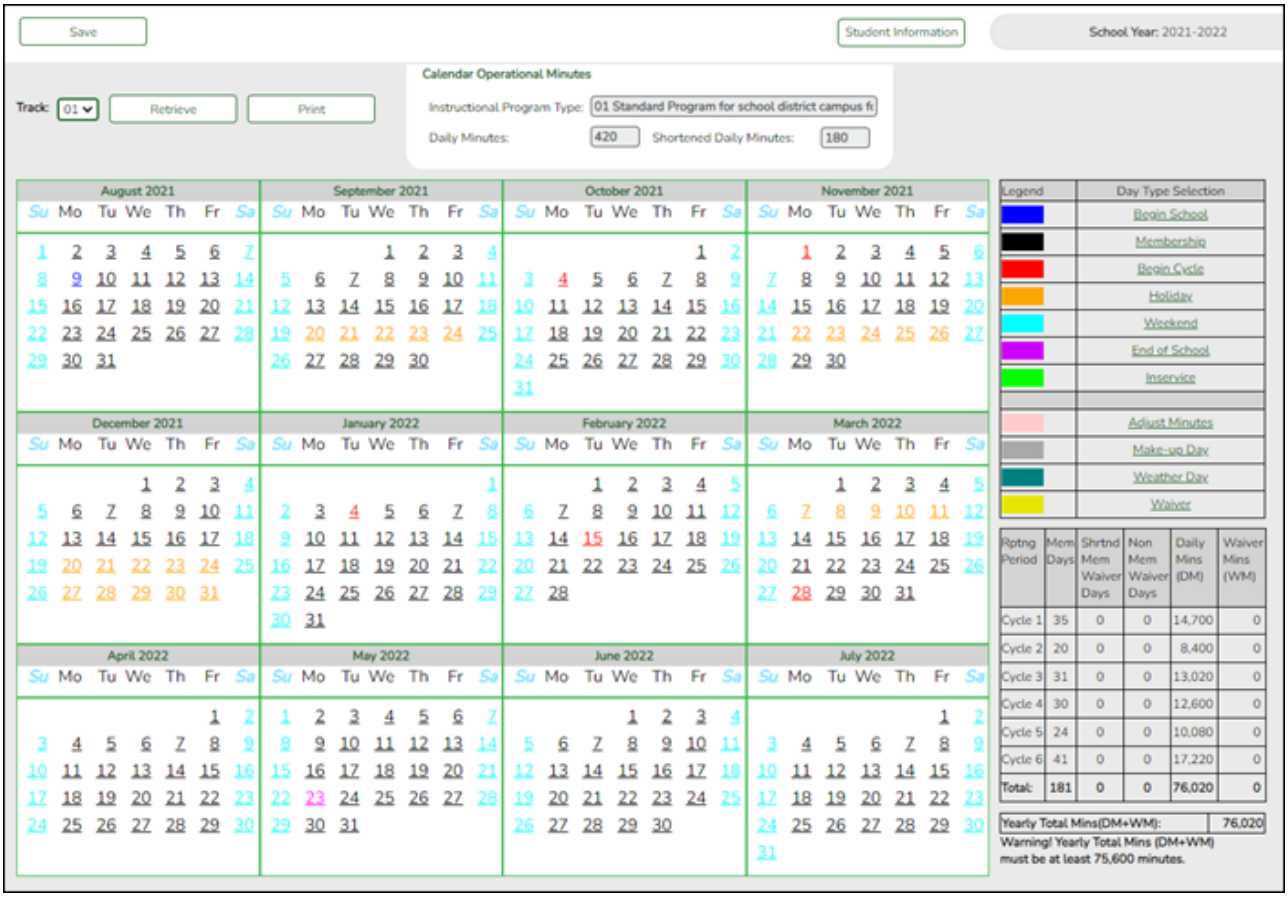
- Attendance > Maintenance > Campus > Campus Options




**Reported Elements from Campus Options**: reported in the Calendar Entity.

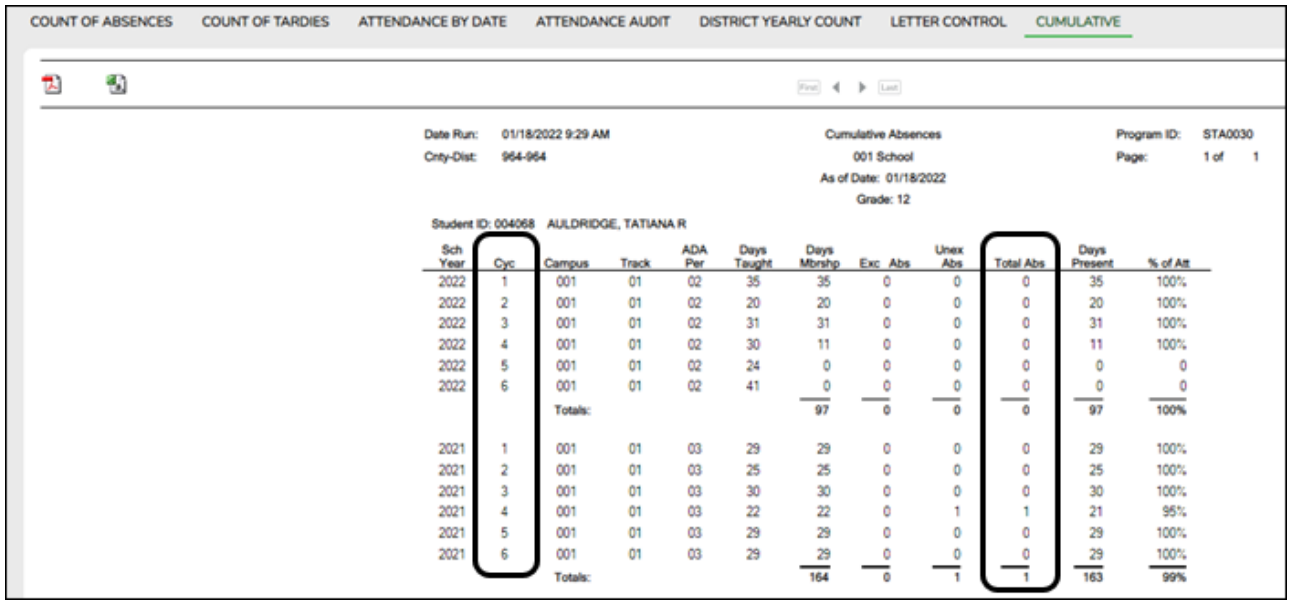
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- Attendance > Maintenance > Campus > Campus Calendar




---

- Attendance > Maintenance > Student > Student Inquiry > Cumulative

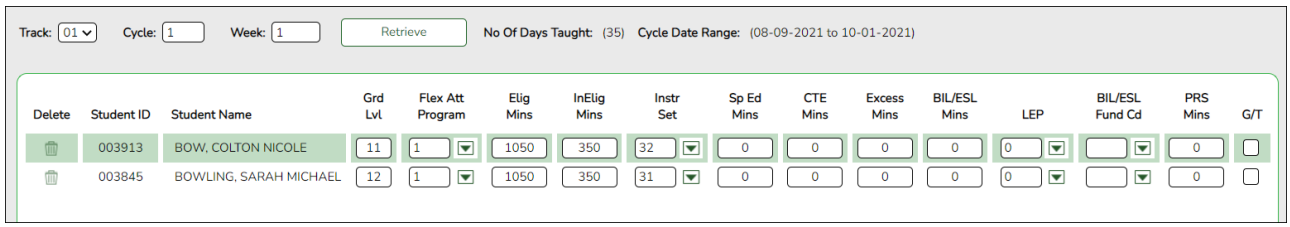





It is recommended to run the SAT1800 - Attendance Audit Report prior to each Attendance Submission.

---

- Attendance > Maintenance > Flexible Attendance > Weekly Register Worksheet




**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.

## ASCENDER DataConnect: Publish and Review Data

Use the **ASCENDER DataConnect (ADC)** tool to complete the following tasks:

- Publish the data to the Individual Operational Data Store (IODS).
- Review any Level 1 errors in ADC. (ADC: Level 1 Errors Guide)
- Correct the applicable source data in ASCENDER.
- Republish the data to the Publish the data to the Individual Operational Data Store (IODS)(Quick Guide: ADC - Create New Run).
- Verify in ADC that the Level 1 errors have been resolved.



For a complete list of submission rules and edits, access the TSDS Web-Enabled Data Standards **(TWEDS)** website. In the top-right corner, select the appropriate **School Year** (20XX), **Collection** (XXXX), and **Submission** (XXX) and click **Open**.

Once on the TWEDS website, in the Overview tab, you can review **Collections**, **Timelines (DUE DATES)**, and **Data Submission Responsibilities**. It is **highly important** to ensure that you review all of these details as they may change according to the **School Year**.

Additionally, you can use the other tabs on the TWEDS website to review **Data Components**, **Descriptor Tables**, **References**, **Rules**, **Change Logs**, and **Early Notices**.