

SDS1300 - Discipline Audit Report (PEIMS Edits)

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This report lists students who will trigger PEIMS edit and/or performance-based monitoring errors:

Performance-based Monitoring Errors

Data Validation Indicator	Fatal and Special Warning
Discipline Data Validation Indicator #1: Length of Out-Of-School Suspension	Fatals: 44425-0011, 44425-0012, 44425-0021 Special Warning: 44425-0084
Discipline Data Validation Indicator #2: Unauthorized Out-Of-School Suspensions – Students Experiencing Homelessness	Special Warning: 44425-0073
Discipline Data Validation Indicator #3: Unauthorized Out-Of-School Suspensions - Students Below Grade 3	Special Warning: 44425-0072
Discipline Data Validation Indicator #4: Unauthorized Expulsion - Students Age 10 and Older	Special Warning: 44425-0027
Discipline Data Validation Indicator #5: Unauthorized Expulsion - Students under Age 10	Special Warning: 44425-0027, 44425-0029, 44425-0045
Discipline Data Validation Indicator #6: Unauthorized DAEP Placement - Students under Age 6	Special Warning: 44425-0026, 44425-0046
Discipline Data Validation Indicator #7: High Number of Discretionary DAEP Placements	Special Warning: 44425-0037 No TSDS rule, but users can use the SDS0500 Discipline Action Listing report to verify the number of disciplinary action records with codes 07, 08, or 10 (DAEP).

Run the report:

Parameter	Description
Ending School Year (YYYY)	Type the four-digit **ending** school year.
Campus ID (Blank for All)	Type the three-digit campus ID, or click ⋮ to select the campus. Leave blank to select all campuses in the district. **NOTE:** If you select to create the report for all campuses, any campuses excluded from district reporting (i.e., campuses that have the **Exclude from District Reporting** field selected on Registration > Maintenance > Campus Profile > Campus Information Maintenance > Control Info) are not included in the report. However, you can generate the report for an individual excluded campus by entering the campus ID.

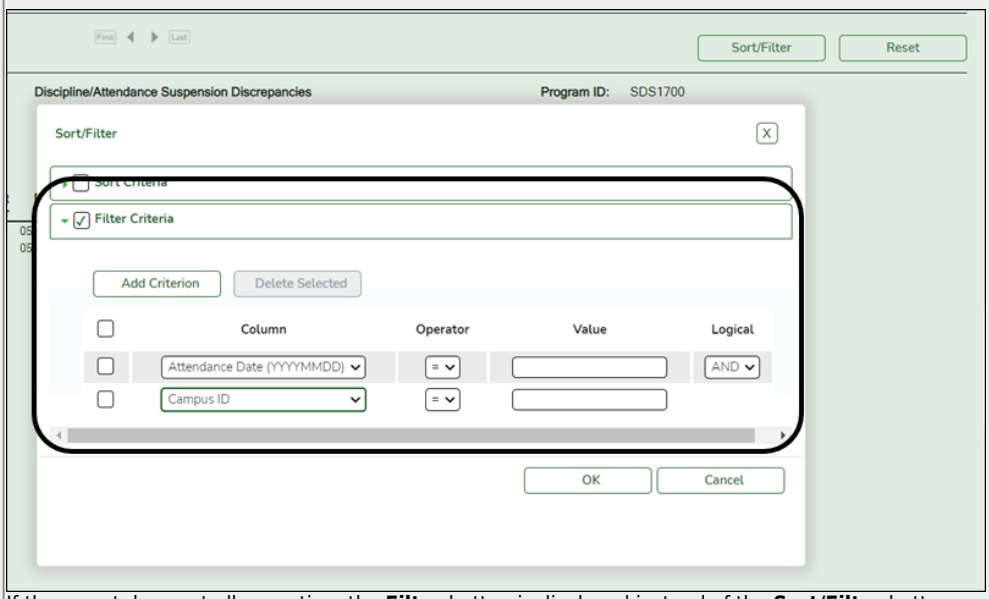
Parameter	Description
From Incident Date (MMDDYYYY)	Type the date, or click  to select the date from a calendar.
To Incident Date (MMDDYYYY)	Type the date, or click  to select the date from a calendar.

Filter Filter report data.

Filter

When you want to view only certain data, you may find it useful to filter the report data. You can use specific criteria to retrieve only the data that you want. Not all reports allow this option.

From the report window, click **Sort/Filter** to open the Sort/Filter window. By default, the **Sort Criteria** section is expanded. Click **Filter Criteria** to expand the **Filter Criteria** section.



If the report does not allow sorting, the **Filter** button is displayed instead of the **Sort/Filter** button, and sort criterion fields are not available.

Click **Add Criterion** to add new filter criteria. A blank row is added to the grid.

Column	Select a field by which to filter the data. The drop down lists the columns that appear on the report.
Operator	Select an operator. = Equals ≠ Not equals › Greater than ≥ Greater than or equal to ‹ Less than ≤ Less than or equal to
Value	Type the value by which you want to filter. For example, if you selected a date in the **Column** field, type a date to view only data for a specific date. **Note:** When filtering report data by date, you must use the following formats: • If the date is displayed in the MM/DD/YYYY format, the filter value must be in the YYYYMMDD format. • If the date is displayed in the MM/YYYY format, the filter value must be in the YYYYMM format. • If the date is displayed in the MM/YY format, the filter value must be in the YYMM format.

Add Criterion	Add another row. Select the logical connector (*AND* or *OR*) in the **Logical** field. Continue adding rows as needed. The **Logical** field does not appear until you click **Add Criterion** to add an additional row. • Using the AND operator limits search results, because the program looks only for records that contain both criterion. • Using the OR operator expands search results, because the program looks for records that contain either one criterion or the other, or both.
Delete Selected	Delete selected row. Select the row, and then click the button. The row is deleted from the filter criteria.

Click **OK** to apply the selected filter criteria to the report.

Click **Cancel** to close the dialog box without applying a filter.

NOTE: Some applications allow you to filter by specific data:

In Test Scores, you can filter report data to include only students who are enrolled in special programs. When filtering report data for At Risk, PRS, and GT programs, you must select 1 (Yes) or 0 (No) in the **Value** field. For example, if you filter report data for the At Risk program by selecting *Equals* in the **Operator** field and *Yes* in the **Value** field, no data is displayed; however, if you select *1* in the **Value** field, the At Risk data is displayed.

Reset	Reset report data. Click to restore the report to the original view, removing all sorting and filtering that has been applied.


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