



# PEIMS Summer Submission



# Table of Contents

**PEIMS Summer Submission (WIP)** ..... 1



# PEIMS Summer Submission (WIP)

The ASCENDER District Administration application provides programs to extract the appropriate data for each collection from the Business and Student systems. These programs are reviewed and modified annually, per the published Texas Web-Enabled Data Standards (TWEDS), to ensure that the data extracted to the district database is as accurate as possible. The extracts provide many of the edits as defined in the TWEDS.

The PEIMS Summer Collection (Collection 3) includes yearlong student attendance (regular and flexible), including the required calendar minutes reporting, as well as program data, course completions, disciplinary actions, student restraints, Title I Part A participation, and Foundation High School Program participation data.

The extract programs create the appropriate records in the district database, taking into account the school-start window and the as-of date. The as-of status code is automatically generated for each student record.

**The Summer submission is due June 20, 2025.**

---

For a complete list of extract rules and edits, see <https://tealprod.tea.state.tx.us/TWEDSAPI/23/398/405/DataComponents/Entity/List>

Click on the [TEA drop-down menus](#) to see complete information for Summer PEIMS reporting including: Domains, Entities and Data Elements.

Click here for [Data Elements](#) pulled from the Alternative and Supplemental Services, Discipline, Education Organization, Enrollment, Restraint Event, School Calendar, Student Academic Record, Student Attendance, Student Identification and Demographics, and Teaching and Learning domains.



**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 process.

## Prerequisites

[Prerequisites:](#)

- Verify that all roles and users are correct in ASCENDER Security Administration.
- End-of-year processes, including posting cycle grades, computing final grades, awarding credit, and assigning pass/fail indicators must be completed prior to summer submission data.
- Be sure all **Section Information** fields are set correctly on **Grade Reporting > Maintenance > Master Schedule > Campus Schedule > Section**.

### Terminology:

- Domain:** Displays the Ed-Fi domain name where the error(s) occurred (e.g. Education Organization).
- Entity:** Displays the entity within the Ed-Fi domain where the error(s) occurred (e.g. LocalEducationAgency).
- Data Element:** A specific unit of data that must be reported to the TEA.

## Verify ASCENDER Student Data

For Submission 3, report students in membership within a Local Education Agency (LEA), receiving at least two hours of service per day, and may be served solely by a public school, by both a public and nonpublic school, or placed in specialized settings like special education nonpublic day schools or residential placements.

It also includes special education students who are enrolled but not in membership, particularly those who have experienced a restraint or discipline event.

Additionally, students who are enrolled but not in membership due to virtual learning, those participating in the Texas Virtual School Network (TxVSN), or those involved in University Interscholastic League (UIL) activities despite not being enrolled in the district, are also reported. These students may be in unique educational situations, such as receiving services through individualized plans or being reported with a *StudentResidentialFacilityAssociation* common type.

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.**

### Calculated Elements

#### Hard-coded and calculated elements

The following elements are either hard-coded in or calculated by the software. Hard coded values are built into the program, are the same each time they are extracted, and cannot be changed by the user. Calculated values are determined by the program and can be changed if source data is updated or changed.

Element	Data Element
E0923	LocalStudentId
E3006	AsOfStatusLastDayEnrollment
E0937	TotalEligibleDaysPresent

## Attendance

- [Preliminary Steps](#)

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

Delete	Posting Code	Description	ADA Code	Prepost	Absence Type
	A	EXCUSED ABSENCE	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	N
	B	CITIZENSHIP PAPERWRK/CEREMONY	<input type="checkbox"/>	<input checked="" type="checkbox"/>	I
	C	SCHOOL RELATED NON UIL AB	<input type="checkbox"/>	<input checked="" type="checkbox"/>	F
	D	DR NOTE - NO ADA - OUT ALL DA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	A
	E	SCHOOL RELATED UIL ABSENCE	<input type="checkbox"/>	<input checked="" type="checkbox"/>	E
	F	FIELD TRIP	<input type="checkbox"/>	<input checked="" type="checkbox"/>	F
	G	DAEP	<input type="checkbox"/>	<input checked="" type="checkbox"/>	J
	H	COLLEGE VISIT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	H
	I	ISS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	J
	J	SERVING AS ELECTION CLERK	<input type="checkbox"/>	<input checked="" type="checkbox"/>	K
	K	COURT RELATED ABSENCE	<input type="checkbox"/>	<input checked="" type="checkbox"/>	C
	L	FFA / 4H	<input type="checkbox"/>	<input checked="" type="checkbox"/>	F
	M	MEDICAL ABSENCE - DR NOTE	<input type="checkbox"/>	<input type="checkbox"/>	M
	N	DR. APPT. NOTE FROM PARENT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	A

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

- [Attendance Reports](#)

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

Date Run: 2/15/2021 3:38 PM		Attendance Summary							Program ID: SAT0500	
Cnty-Dist: 031-776		001 School							Page: 8 of 8	
Campus: 001		For: 02-10-2021 Attendance Track: All								

Student ID	Student Name	Grd Trk	Cntrl Lvl	Nbr	Period = Posting Reason									Student Phone	Parent Phone
					1	2	3	4	5	6	7	8	9		
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, LONDON 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.

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

District Administration

TEXAS ISD 2Sem/3Cyc High School		<b>Table I</b> Campus Summary Report - Student Attendance and Contact Hours by Semester For School Year 2022-2023										4/24/2023 13:26:49 001-905-001 Track: 00 Semester: 1	
Cycle 1 Reporting Period		Dates Covered 08/10/2022 - 09/16/2022											
A	Number of Days Taught - 27	EE	PK	KG	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	0.00			
C	Tot Days Absent - All Students	0.00	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	0.00			
E	Ineligible Days Present	0.00	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	0.00			
G1	BE-Elig Days Bilingual/ESL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
G2	D1-Elig Days Bil Dual Lang	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
G3	D2(EL)-Elig Days Bil Dual Lang	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
G4	D2(EP)-Elig Days Bil Dual Lang	0.00	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	0.00			
H2	Early Ed Lang Elig Days	0.00	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	0.00			
I	Eligible Days in Residential Facility	0.00	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	0.00			
K	Eligible Days Sp. Ed. Mainstream	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
U	Percent Attendance	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%			
L1	BE-Bil/ESL Refined ADA (G1/A)												
L2	D1-Dual Lang Refined ADA (G2/A)												
L3	D2(EL)-Bil Dual Lang Refined ADA (G3/A)												
L4	D2(EP)-Bil Dual Lang Refined ADA (G4/A)												
M	Residential Facility Refined ADA (I/A)												
N	Spec. Ed. Refined ADA (K/A)												
O1	Early Ed Eco Dis Refined ADA (H1/A)												
O2	Early Ed Lang Refined ADA (H2/A)												
O3	Early Ed Eco Dis and Lang Refined ADA (H3/A)												
P	Preg Related Services FTE ( (J * 0.2936) / A )												
Q1	Career & Technical Ed FTE - Tier 1 ( W1 / (6 * A) )												
Q2	Career & Technical Ed FTE - Tier 2 ( W2 / (6 * A) )												
Q3	Career & Technical Ed FTE - Tier 3 ( W3 / (6 * A) )												
R	Special Education FTE ( X / (6 * A) )												
S	Regular Program Refined ADA ( T - V )												
T	Refined ADA (F/A)												
V	Total Special Program FTE ( Q1 + Q2 +Q3 + R )												
W1	Career & Technical Contact Hours Total - Table II Tier 1												
W2	Career & Technical Contact Hours Total - Table II Tier 2												
W3	Career & Technical Contact Hours Total - Table II Tier 3												
X	Special Education Contact Hours Total - Table III												

TEXAS ISD 2Sem/3Cyc High School		<b>Table II - TIER 1</b> Campus Summary Report - Student Career & Technical Contact Hours by Semester For School Year 2022-2023										4/24/2023 13:26:49 001-905-001 Track: 00 Semester: 1				
		1st Six Weeks Aug. 10 - Sep. 16			2nd Six Weeks Sep. 20 - Oct. 28			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	V1	0.00	1	0.000	0.00	0.000
V2	0.00	2	0.000	0.00	0.000	V2	0.00	2	0.000	0.00	V2	0.00	2	0.000	0.00	0.000
V3	0.00	3	0.000	0.00	0.000	V3	0.00	3	0.000	0.00	V3	0.00	3	0.000	0.00	0.000
	0.00			0.00	0.000		0.00		0.00	0.000		0.00		0.00	0.000	

TEXAS ISD 2Sem/3Cyc High School		<b>Table III</b> 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		<b>Table IV</b> 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			

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 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.
- Table IV can be used to verify G/T data. It can be compared to TSDS reports PDM5-130-003 and PDM5-120-013.

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

MOCKINGBIRD ISD AGARITA HIGH SCHOOL	<b>Oaths and Affidavits</b> 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**

Date Run: 4/24/2023 2:07 PM		Campus Multi-track Summary Report - Student Attendance and Contact Hours by School Year							Program ID: SAT0920	
Crty-Dist: 001-905		For School Year 2022-2023								
Campus: 001		TEXAS ISD / 2Sem/3Cyc High School								
		Table I								
Reporting Period for Cycle 1		Dates Covered: 08/10/2022 - 09/23/2022								
A	Grade Level	EE	PK	KG	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	0.00
C	Tot Days Absent - All Students	0.00	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	0.00
E	Ineligible Days Present	0.00	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	0.00
G1	BE-Elig Days Bilingual/ESL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
G2	D1-Elig Days Bil Dual Lang	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
G3	D2(EL)-Elig Days Bil Dual Lang	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
G4	D2(EP)-Elig Days Bil Dual Lang	0.00	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	0.00
H2	Early Ed Lang Elig Days	0.00	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	0.00
I	Eligible Days in Res Fac	0.00	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	0.00
K	Eligible Days Sp. Ed. Mainstream	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
U	Percent Attendance	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
L1	BE-Bil/ESL Refined ADA									
L2	D1-Dual Lang Refined ADA									
L3	D2(EL)-Bil Dual Lang Refined ADA									
L4	D2(EP)-Bil Dual Lang Refined ADA									
M	Residential Facility Refined ADA									
N	Spec. Ed. Refined ADA									
O1	Early Ed Eco Dis Refined ADA									
O2	Early Ed Lang Refined ADA									
O3	Early Ed Eco Dis and Lang Refined ADA									
P	Preg Related Services FTE									
Q1	Career & Technical FTE - Tier 1 ( W1 / ( 6 * A ) )									
Q2	Career & Technical FTE - Tier 2 ( W2 / ( 6 * A ) )									
Q3	Career & Technical FTE - Tier 3 ( W3 / ( 6 * A ) )									
R	Special Education FTE									
S	Regular Program Refined ADA ( T - V )									
T	Total Refined ADA									
V	Total Special Program FTE ( Q1 + Q2 + Q3 + R )									
W1	Career & Technical Contact Hours Total - Table II - Tier 1									
W2	Career & Technical Contact Hours Total - Table II - Tier 2									
W3	Career & Technical Contact Hours Total - Table II - Tier 3									
X	Special Education Contact Hours Total - Table III									

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.

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

Date Run: 2/15/2021 03:48 PM		Entry / Withdrawal Summary For This Period Thru 02/12/2021							Program ID: SAT1700					
District Report for All Tracks		TEXAS ISD							Page: 1 of 4					
Cnty-Dist: 031776		Sch Year: 2021												
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		Daily Attendance Summary				Program ID: SAT0400						
Cnty-Dist: 031-776		001 School				Page: 1 of 112						
Campus: 001 Track: 01		Sch Year: 2021				Sem: 1 Cycle: 2						
Date Range: 09-21-2020 to 10-30-2020												
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	Perfect Attendance Report	Program ID: SAT1900				
Cnty Dist: 031-776	001 School	Page: 1 of 3				
Campus: 001 Track: 01	Cycle Report For Sem: 1 Cycle: 2 For All Periods					
	Sch Year: 2021					
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	EE	PK	KG	1	2	3	4	5
A. Sixweek Summary	-----	-----	-----	-----	-----	-----	-----	-----
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		Six Week Attendance for FTEs						Program ID: SAT2100
Cnty Dist: 001-905		001 School						Page: 1 of 1
Track: All		For Six Week Reporting Periods						
Campus: 001		Dates:09/02/2024 To 03/28/2025						
		Sch Year: 2025						
	1st	2nd	3rd	4th	5th	6th	Cumulative Total	
<b>Total Refined ADA</b>	1500.256	1669.167	1667.907	1666.808	1667.500	.000	<b>1650.378</b>	
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	<b>145.975</b>	
Career & Technical Education FTE Tier 3	132.209	145.073	144.999	144.499	144.499	.000	<b>143.468</b>	
<b>Total Special Education FTE</b>	33.854	37.293	37.274	37.293	37.293	.000	<b>36.929</b>	
(00) Speech Therapy	1.570	1.750	1.748	1.750	1.750	.000	<b>1.731</b>	
(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	<b>0.702</b>	
(97) Off Home Cam - Cmty Class	.000	.000	.000	.000	.000	.000	.000	
(98) Off Home Cam - F/T Early Child SE	.000	.000	.000	.000	.000	.000	.000	
<b>Special Ed Mainstream Refined ADA</b>	133.667	151.963	151.889	151.000	151.000	.000	<b>149.626</b>	

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 > Campus > Campus Options](#)

Save

Track: 01 Description: Standard Program for School District Retrieve Add

**Campus Options**

Instructional Program Type: 01 Standard Program for school district campus

Grading Cycle Type: 2 2 Semesters 9 Weeks

AM/PM Flag: 1 ADA Attendance taken in A.M.

ADA Posting Period: 02

1st Period Nbr: 01

**Alternate Days**

Code:

Delete Details Code

**Reported Elements from Campus Options:** reported in the [Calendar Entity](#).

- Attendance > Maintenance > Campus > Campus Calendar

Save Student Information School Year: 2021-2022

Calendar Operational Minutes

Track: 01 Retrieve Print

Instructional Program Type: 01 Standard Program for school district campus fi

Daily Minutes: 420 Shortened Daily Minutes: 180

August 2021							September 2021							October 2021							November 2021										
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa				
1	2	3	4	5	6	7				1	2	3	4							1	2		1	2	3	4	5	6			
8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13				
15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20				
22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27				
29	30	31	26	27	28	29	30	24	25	26	27	28	29	30	28	29	30														
														31																	
December 2021							January 2022							February 2022							March 2022										
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa				
					1	2	3	4							1			1	2	3	4	5			1	2	3	4	5		
5	6	7	8	9	10	11	2	3	4	5	6	7	8	6	7	8	9	10	11	12	6	7	8	9	10	11	12				
12	13	14	15	16	17	18	9	10	11	12	13	14	15	13	14	15	16	17	18	19	13	14	15	16	17	18	19				
19	20	21	22	23	24	25	16	17	18	19	20	21	22	20	21	22	23	24	25	26	20	21	22	23	24	25	26				
26	27	28	29	30	31	23	24	25	26	27	28	29	27	28	27	28	29	30	31												
							30	31																							
April 2022							May 2022							June 2022							July 2022										
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa				
					1	2	1	2	3	4	5	6	7							1	2	3	4							1	2
3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9				
10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16				
17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23				
24	25	26	27	28	29	30	29	30	31	26	27	28	29	30	24	25	26	27	28	29	30	24	25	26	27	28	29	30			
														31																	

Legend	Day Type Selection
<span style="background-color: blue; width: 15px; height: 10px; display: inline-block;"></span>	Begin School
<span style="background-color: black; width: 15px; height: 10px; display: inline-block;"></span>	Membership
<span style="background-color: red; width: 15px; height: 10px; display: inline-block;"></span>	Begin Cycle
<span style="background-color: orange; width: 15px; height: 10px; display: inline-block;"></span>	Holiday
<span style="background-color: cyan; width: 15px; height: 10px; display: inline-block;"></span>	Weekend
<span style="background-color: purple; width: 15px; height: 10px; display: inline-block;"></span>	End of School
<span style="background-color: green; width: 15px; height: 10px; display: inline-block;"></span>	Inservice
<span style="background-color: pink; width: 15px; height: 10px; display: inline-block;"></span>	Adjust Minutes
<span style="background-color: grey; width: 15px; height: 10px; display: inline-block;"></span>	Make-up Day
<span style="background-color: teal; width: 15px; height: 10px; display: inline-block;"></span>	Weather Day
<span style="background-color: yellow; width: 15px; height: 10px; display: inline-block;"></span>	Waiver

Rptng Period	Mem Days	Shrtd Mem Waiver Days	Non Mem Waiver Days	Daily Mins (DM)	Waiver Mins (WM)
Cycle 1	35	0	0	14,700	0
Cycle 2	20	0	0	8,400	0
Cycle 3	31	0	0	13,020	0
Cycle 4	30	0	0	12,600	0
Cycle 5	24	0	0	10,080	0
Cycle 6	41	0	0	17,220	0
<b>Total:</b>	<b>181</b>	<b>0</b>	<b>0</b>	<b>76,020</b>	<b>0</b>

Yearly Total Mins(DM+WM): 76,020  
Warning! Yearly Total Mins (DM+WM) must be at least 75,600 minutes.

- Attendance > Maintenance > Student > Student Inquiry > Cumulative

COUNT OF ABSENCES    COUNT OF TARDIES    ATTENDANCE BY DATE    ATTENDANCE AUDIT    DISTRICT YEARLY COUNT    LETTER CONTROL <u>CUMULATIVE</u>												
Date Run: 01/18/2022 9:29 AM Cnty-Dist: 964-964				Cumulative Absences 001 School As of Date: 01/18/2022 Grade: 12				Program ID: STA0030 Page: 1 of 1				
Student ID: 004058    AULDRIDGE, TATIANA R												
Sch Year	Cyc	Campus	Track	ADA Per	Days Taught	Days Mbrshp	Exc Abs	Unex Abs	Total Abs	Days Present	% of Att	
2022	1	001	01	02	35	35	0	0	0	35	100%	
2022	2	001	01	02	20	20	0	0	0	20	100%	
2022	3	001	01	02	31	31	0	0	0	31	100%	
2022	4	001	01	02	30	11	0	0	0	11	100%	
2022	5	001	01	02	24	0	0	0	0	0	0	
2022	6	001	01	02	41	0	0	0	0	0	0	
Totals:						97	0	0	0	97	100%	
2021	1	001	01	03	29	29	0	0	0	29	100%	
2021	2	001	01	03	25	25	0	0	0	25	100%	
2021	3	001	01	03	30	30	0	0	0	30	100%	
2021	4	001	01	03	22	22	0	1	1	21	95%	
2021	5	001	01	03	29	29	0	0	0	29	100%	
2021	6	001	01	03	29	29	0	0	0	29	100%	
Totals:						164	0	1	1	163	99%	

- Attendance > Maintenance > Flexible Attendance > Weekly Register Worksheet

Track: 01	Cycle: 1	Week: 1	Retrieve	No Of Days Taught: (35)	Cycle Date Range: (08-09-2021 to 10-01-2021)										
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
	003913	BOW, COLTON NICOLE	11	1	1050	350	32	0	0	0	0	0		0	
	003845	BOWLING, SARAH MICHAEL	12	1	1050	350	31	0	0	0	0	0		0	

### 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.

**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.

## Discipline

- [Discipline Reports](#)

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

Date Run:		Special Ed Students in Disciplinary Settings with PEIMS Actions										Program ID			
Cnty-Dist: 020-020		*Indicates Action Override with PEIMS Action Code 27										Page:			
Campus: 001		School Year:													
Campus ID: 001 Agarita High School				Track: 00											
Student ID	Name	Actn Grd	Incident Age	Offol Nbr	Act Len	Act Len	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				

SDS0200 lists special education students who were assigned to a disciplinary setting. Special education services must be provided as outlined in the student’s IEP while the student is placed in an appropriate disciplinary alternative education setting (for example, in-school suspension or DAEP). Special education contact hours should be claimed only if the IEP services are provided. If the IEP special education services are not provided, special education contact hours must not be claimed. This restriction includes short-term removals of not more than 10 consecutive or cumulative school days. Verify all data.

### ***Discipline > Reports > Discipline > SDS0250 - Discipline Student Restraint***

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						Staff Type	Restraint Type
					Date	Camp	Instance Nbr	Period Ind	Reason Cd			
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	
<b>Restraint Reason Codes Grade Level:</b>		<b>09</b>									<b>Totals</b>	
08 Restmt by Dist Police or Resource Officer .....											3	
<b>Restraint Staff Type Grade Level:</b>		<b>09</b>										
2 School Police officer or school resource officer (SRO) .....											3	
<b>Restraint CodeType Grade Level:</b>		<b>09</b>										
M Mechanical Restraint .....											0	
P Physical Restraint .....											3	
S Seclusion .....											0	
<b>Restraint Reason Codes Campus:</b>		<b>001</b>									<b>Totals</b>	
08 Restmt by Dist Police or Resource Officer .....											3	
<b>Restraint Staff Type Campus:</b>		<b>001</b>										
2 School Police officer or school resource officer (SRO) .....											3	
<b>Restraint CodeType Campus:</b>		<b>001</b>										
M Mechanical Restraint .....											0	
P Physical Restraint .....											3	
S Seclusion .....											0	

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

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

Date Run:		Bilingual/ESL Students in Disciplinary Settings with PEIMS Actions										Prog
Cnty-Dist: 020-020 Mockingbird ISD		Sch Year:										Page
												* Indicates Action Override with PEIMS Action Code 27
Campus: 001 Agarita High School						Track: 01						
Student ID	Name	Grd	Age	Actn Nbr	Incident Len	Offcl Len	Actn Rsn	Offense Description	Locl Actn Cd	PEIMS Actn Cd	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

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

**Discipline > Reports > Discipline > SDS1000 - PEIMS Report**

Date 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 Ran	Offcl Len	Actl Len	Diff Ran	Incident Number	Rep Pd
X00-X0-8517	Aguilar, Julian S	380258	001	08	41	11-28-17	001		002	05	05	0041	1	41	003	003		000007	3
			001	08	41	10-26-17	001	020020001	001	07	07	0005	0	05	005	005	00	000002	2
X00-X0-8963	Alaniz, Sequiel Z JR.	091513	001	08	41	10-11-17	001		001	05	05	0012	0	12	003	003		000003	2
X00-X0-0373	Alba, Abigail M	092399	001			03-26-18	001	020020001	001	06	06	0023	0	23	001	001		000008	5
Summary for Campus: 001		Grade Level: 09		Total Students - 3															

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

This report prints PEIMS discipline data by grade level and campus. For each incident listed, the first action and offense with a PEIMS code are displayed, and the offense code that will be extracted for PEIMS is indicated.

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

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	Dates	Discp Actn	Incident	Action Cd	Offense Cd	Length of	Sp Ed	Adm 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												

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

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

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
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							

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.

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

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	Offol 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)

SDS1800 lists CTE students who were assigned to a disciplinary setting. 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**. After five consecutive days without CTE services being provided, LEA personnel must remove the student from the TSDS PEIMS 42401 Special Programs Reporting Period Attendance Extension eligible days present effective the first day of placement in the disciplinary setting. Verify all data.

This report only works if the student has a CTE indicator on the Demo3 tab.

- Discipline > Maintenance > Student > Maintenance

The screenshot shows a web-based form for reporting a maintenance incident. At the top, there are buttons for 'Save', 'Save And Add', and 'Delete Incident'. The form is divided into sections: 'MAINTENANCE', 'VICTIM INFORMATION', and 'RESTRAINT INFORMATION'. The 'VICTIM INFORMATION' section includes a student profile for '004068 - AULDRIDGE, TATIANA ROSE-MARIE' with a Texas Unique Student ID of '2971519333'. The 'MAINTENANCE' section contains fields for 'Incident Date' (05-06-2022), 'Time' (08:30:06 AM), 'Incident Nbr' (000023), 'Reporting Period' (6), 'Location of Incident' ((01) Classroom), and 'Witnessed' (checkbox). Below these are checkboxes for 'Parent Contacted' (Yes), 'Conference Requested', 'Informal Hearing', 'Appeal Expected', and 'SSSP Team Review' (checked). The 'Reported by' field is 'ABBOTT, HANNAH (248)' and 'Administered by' is 'SLUGHORN, HORACE (001-305)'. There are also dropdowns for 'Bully Reason' and 'Cyber' (checkbox). The form includes two tables: one for 'Offense Description' with columns for Delete, Offense, Level, Extract, PEIMS, and Offense Description; and another for 'Campus Response' with columns for Delete, Act, PEIMS, Description, Campus Resp, Discp Actn Date, From Date, To Date, Official Length, Actual Length, Diff Code, Campus Assignment, Amount, Action Nbr, and Inconsistent. At the bottom, there are fields for 'Course' (2105), 'Section' (05), 'Period' (05), 'Course Title' (H ALGEBRA 2), and 'Instructor ID' (371) with the name 'LUNA LOVEGOOD'.

**Reported Elements from Maintenance:**

Element	Descriptor Table	Data Element	ASCENDER Name
E1728	-	NumberOfCyberbullyingIncidents	Cyber
E1727	-	NumberOfBullyingIncidents	-
E1083	C190	IncidentLocation	Location of Incident
E1006	C165	Behavior	Offense
E1734	-	SafeSupportiveSchoolProgramTeamReview	SSSP Team Review
E0934	C130	ReportingPeriod	Reporting Period
E1005	C164	Discipline	Act
E1037	-	ResponsibilitySchool	Campus Resp
E1036	-	DisciplineDate	Disp Actn Date
E1007	-	OfficialLengthOfDisciplinaryAssignment	Official Length
E1008	-	ActualLengthOfDisciplinaryAssignment	Actual Length
E1003	-	AssignmentSchool	Campus Assignment
E1035	-	RestraintEventIdentifier	
E0934	C130	ReportingPeriod	Inconsistent
E1033	C173	RestraintEventReason	Incident Nbr
E1516	C194	RestraintStaffType	SSSP Team Review

- [Discipline > Maintenance > Student > Maintenance > Restraint Information](#)

**Reported Elements from Restraint Information:**

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

**NOTE:** Spec Ed student restraint information must also be added on [Special Education > Maintenance > Student Sp Ed Data > Current Year > Child Restraint](#)

Element	Descriptor Table	Data Element	ASCENDER Name
E3027	---	EventDate	Date
E0934	C130	ReportingPeriod	Period
E1033	C173	RestraintEventReason	Reason
E1516	C194	RestraintStaffType	Staff Type
E1035	---	RestraintEventIdentifier	Instance Nbr
E0173	C035	InstructionalSetting	Instr Setting

**Refer to the following flow chart:**



- [Discipline > Reports > Create Discipline Reports](#)

***Discipline > Reports > Create Discipline Reports***

*SafeSupportiveSchoolProgramTeamReview* (E1734) indicates whether the Safe and Supportive School Program (SSSP) team conducted a threat assessment related to a reported disciplinary incident.

The Safe Supportive School Program (SSSP) team must report to TEA, through guidelines developed by TEA, the following information regarding the team's activities

and other information for each LEA campus the team serves plus the outcomes of assessment made by the team, including:

- any disciplinary action taken, including a change in school placement
- changes in school placement, including placement in a JJAEP or DAEP
- placements in ISS or OSS and incidents of expulsion

Create a Discipline Report for SSSP Team review.

Select **All Campuses**.

The screenshot shows a dialog box titled "Campus Options" with two radio button options: "Campus 001" and "All Campuses". The "All Campuses" option is selected, indicated by a green dot in the center of the radio button.

Select the following:

- In the Demographic Information group box, select **Campus ID** and **Student ID**.
- In the Incident Information group box select **SSSP Team Review**.

The screenshot shows a form with three main sections: "Demographic Information", "Contact", and "Incident Information".

- Demographic Information:** "Campus ID" and "Student ID" are selected with checkboxes. Other options include Sch Yr, Track, Middle Name, Masked SSN, Active, Hispanic/Latino, Student Control Nbr, Orig Entry, Gen, Elig, Record Status, Aggregate Race/Ethnicity, Primary Disability, Withdrawal Dt, Nickname, Attribution, TX Unique Stu ID, Phone Nbr, LEP, Grade, Entry Dt, Last Name, First Name, SSN Denied, SSN, Camp ID Resid, Rep Excl, Sex, DOB, Cell Ph Nbr, and Eco Disadvan.
- Race:** A group box containing "White", "Black/African American", "Asian", "American Indian/Alaskan Native", and "Hawaiian/Pacific Isl".
- Contact:** Options include Priority, E-mail, Home Phone, First Name, Parent/Guardian, Business Phone, Middle Name, Emergency, Cell Phone, Last Name, Receive Mailouts, Other Phone, Gen, Language, Relation, and Phone Preference.
- Incident Information:** "SSSP Team Review" is selected with a checkbox. Other options include Offense Dt, Reporting Period, Appeal Expected, Rep By Name F, Comments, Offense Yr, Incident Location, Conference Requested, Rep By Name L, Bully Reason, Campus ID, Witnessed, Conference Dt, Administered By, SSSP Team Review, Offense Time, Parent Contacted, Informal Hearing, Administered By Name F, Incident Nbr, Contact Dt, Reported By, and Administered By Name L.

Click **Create Report**.

A *Discipline User Created Report* is generated.

Date Run: 4/4/2025 3:02 PM  
Campus ID: 001

Discipline User Created Report

Campus ID	Student ID	SSSP Team Review
001	298472	N
001	298555	N
001	299208	N

❑ Click **Sort/Filter** to filter data.

Date Run: 4/4/2025 3:02 PM  
Campus ID: 001

Discipline User Created Report

Page: 1.1 of 8.1

Campus ID	Student ID	SSSP Team Review
001	298472	N
001	298555	N
001	299208	N
001	299449	N
001	299545	N
001	299565	N
001	300167	N
001	300656	N

Sort/Filter

Sort Criteria

Filter Criteria

Add Criterion Delete Selected

Column	Operator	Value	Logical
<input type="checkbox"/> SSSP Team Review	=		

OK Cancel

## Grade Reporting

- [Grade Reporting Reports](#)

When possible, filter by the **H Credit** level parameter to verify High School credit level course completion data that affects CCMR, CTE Indicators, Programs of Study and CTE Tier calculations.

**Grade Reporting > Reports > Grade Reporting Reports > Master Schedules > SGR0050 - District Master List (Grd Rptng)**



Class Role	Role ID	CTE
01	087	<input checked="" type="checkbox"/>

**Grade Reporting > Reports > Grade Reporting Reports > Master Schedules > SGR0100 - Master Schedule (Grd Rptng)**

Date Run: 2/18/2021 7:49 AM		Master Schedule (Grd Rptng)										Program ID: SGR0100	
Crty-Dist: 031-776		001 School										Page: 1 of 122	
Campus: 001		Sch Year: 2021										# Inactive Instructor	

Course Number	Title	Sif Pod	Nbr of Sem	Per Cntrl	Credit Seq	Exam Sem Pattn	Prgd Grid Restr	Core Cd	LA Wt	Auto Grd	Credit Lvl	Incl on Cnfrct	Allw Part Crdt	Rpt Card Grd Type	Graded Crs	HR Cd	HR Tbl	HR Wt	GA Tbl	Service ID	Abbr. Crs Name
0100	SEE COUNSELOR	N	2	2	4	1					H	Y	Y	0.0	N	N	R	0	R	03220100	SEE COUN

Sec	Inst	Inst Name	Class Role	Non Cam Bsd	Sem Cd	Period		Wks Month	Room	Max Seat	Crs Seq	Restrictions	Lockout Cd	Team Cd	Inst Set	Class Type	Pop Svr	Role ID	RAR Use	Multi Svc	Dual Crd	A T C	Dist Lm	Spc Crs	Semesters				College Credit Hours										
						1	2																		3	4	1	2											
01			01	00	3	01	01	MTWThF	04	111	040					01	01	087		0	0	0	00			0	1	0	1	0	0	0	0	0	0				
02			01	00	3	02	02	MTWThF	04	111	040					01	01	087		0	0	0	00			0	1	0	0	0	0	0	0	0	0	0			
03			01	00	3	03	03	MTWThF	04	111	040					01	01	087		0	0	0	00			0	0	0	0	0	0	0	0	0	0	0	0		
04			01	00	3	04	04	MTWThF	04	111	040					01	01	087		0	0	0	00			0	0	0	0	0	0	0	0	0	0	0	0	0	
06			01	00	3	06	06	MTWThF	04	111	040					01	01	087		0	0	0	00			0	0	0	0	0	0	0	0	0	0	0	0	0	
07			01	00	3	07	07	MTWThF	04	111	040					01	01	087		0	0	0	00			0	0	0	0	0	0	0	0	0	0	0	0	0	0
08			01	00	3	08	08	MTWThF	04	111	040					01	01	087		0	0	0	00			0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Seats: 280										Total for Course:										0	2	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

Course Number	Title	Sif Pod	Nbr of Sem	Per Cntrl	Credit Seq	Exam Sem Pattn	Prgd Grid Restr	Core Cd	LA Wt	Auto Grd	Credit Lvl	Incl on Cnfrct	Allw Part Crdt	Rpt Card Grd Type	Graded Crs	HR Cd	HR Tbl	HR Wt	GA Tbl	Service ID	Abbr. Crs Name
1111	PAP ENG 1	N	2	2	4	1	09	0			H	Y	Y	1.0	N	Y	H	1	H	03220100	ENG 1

Sec	Inst	Inst Name	Class Role	Non Cam Bsd	Sem Cd	Period		Wks Month	Room	Max Seat	Crs Seq	Restrictions	Lockout Cd	Team Cd	Inst Set	Class Type	Pop Svr	Role ID	RAR Use	Multi Svc	Dual Crd	A T C	Dist Lm	Spc Crs	Semesters				College Credit Hours								
						1	2																		3	4	1	2									
03	063	VASQUEZ S	01	00	3	03	03	MTWThF	04	122	023					01	09	087		0	0	0	H			23	0	21	1	0	0	0	0	0	0	0	
Total Seats: 23										Total for Course:										23	0	21	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Verify the following at the campus level: Class Numbers, Service IDs, Course Sequence, Pop Served, and Non-Campus Based.

Verify all section data. Campus section level data will override the district-level data. (If one of the section PEIMS fields has been changed that field will not be bold on this report.)

**Grade Reporting > Reports > Grade Reporting Reports > Master Schedules > SGR0110 - Master Schedule PEIMS (Grd Rptng)**

Date Run: 2/18/2021 8:00 AM		Master Schedule PEIMS Information															Program ID: SGR0110														
Cnty-Dist: 031-776		001 School															Page: 1 of 175														
Campus: 001		Sch Year: 2021															Bold indicates district data														
																	Gray indicates invalid Svc ID														
																	# Inactive Instructor														
Sec	Inst	Inst Name	Class Role	Sem	Days Met	Per Beg	Per End	Beg Time	End Time	Entry Date	Withdraw Date	Non Campus Based	Svc ID	Class Type	Pop Srv	Role ID	Crs Seq	PK Qual	High Stu	PK Sch	PK Instr	PK Type	Home Room	On Ramps	Dual Crd	Adv Tech	CTE Hrs	Teacher Cert	College Sem1	Credit Sem2	Hours
Course Number			0100	Title			SEE COUNSELOR																								
01			01	3	MTWThF	01	01			08/17/2020		00	8EXCLUD	01	01	087							0	0	0		N	0	0		
02			01	3	MTWThF	02	02			08/17/2020		00	8EXCLUD	01	01	087							0	0	0		N	0	0		
08			01	3	MTWThF	08	08			08/17/2020		00	8EXCLUD	01	01	087							0	0	0		N	0	0		
Course Number			1111	Title			PAP ENG 1																								
03	VASQUEZ		01	3	MTWThF	03	03			08/17/2020		00	03220100	01	09	087							0	0	0		N	0	0		

Verify the following at the campus level: Course Numbers, Service IDs, Course Sequence, and Pop Served.

Verify the following campus level dual credit fields are accurate: **Dual Credit, College Sem1, College Sem2.**

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

Date Run: 5/13/2022 11:35:36		Career and Technology Code Verification Report															Program ID: SGR1600	
Cnty-Dist: 964-964		001 School															Page: 1 of 2	
Campus: 001		Sch Year: 2022 Semester: 1																
Student Name	Student ID	SSN State ID	Grd Lvl	Cntrl Nbr	Act Cd	Trk	WD Date	Course Number	Sec Nbr	Period	Sem Nbr	Ca	CTE Crd Amt	TEA Service ID	TEA Service ID Description	TEA Service ID Override	Crs Dt Entry	Crs Dt Withdrw
ACE, REBECCA S	002893	XXX-XX-XXXX	11	1	01			8101	04	04 - 04	1	2	1	13002200	AGMECHMT		08/09/2021	
ALDERETE, PETE L	003020	XXX-XX-XXXX	11	1	01			3110	03	03 - 03	1	2	1	13020600	ANATPHYS		08/09/2021	
								8100	08	08 - 08	1	2	1	13000200	PRINAFNR		08/09/2021	
								8307	07	07 - 07	1	2	1	13009600	PRIMTEC1		08/09/2021	
BAILEY, RYAN S	003042	XXX-XX-XXXX	11	1	01			8200	02	02 - 02	1	2	1	13011200	PRINBMF		08/09/2021	
								8202	07	07 - 07	1	2	1	13016600	ACCOUNT1		08/09/2021	
BALBOA, SEBASTIAN J	003116	XXX-XX-XXXX	11	1	01			8104	02	02 - 03	1	2	2	13002310	AGSDFLAB		08/09/2021	
								8202	07	07 - 07	1	2	1	13016600	ACCOUNT1		08/09/2021	
BURLISON, BRITNEY L	003414	XXX-XX-XXXX	11	1	01			8102	05	05 - 05	1	2	1	13000300	LIVEPROD		08/09/2021	
								8108	07	07 - 07	1	2	1	13000400	SMANIMGT		08/09/2021	
								8502	02	02 - 02	1	2	1	13024700	CHILDDEV		08/09/2021	
CANDELAS, CLAYTON L	004263	XXX-XX-XXXX	11	1	01			8200	02	02 - 02	1	0	1	13011200	PRINBMF		08/09/2021	
								8301	01	01 - 01	1	0	1	13008800	GRAPHDI1		08/09/2021	
								8307	08	08 - 08	1	0	1	13009600	PRIMTEC1		08/09/2021	
CARTER, MADISON R	003381	XXX-XX-XXXX	11	1	01			8100	08	08 - 08	1	2	1	13000200	PRINAFNR		08/09/2021	
								8202	07	07 - 07	1	2	1	13016600	ACCOUNT1		08/09/2021	
CHAVEZ DIAZ, CHARLA B	003823	XXX-XX-XXXX	11	1	01			6601	03	03 - 03	1	2	1	N1300270	ADVFLDES		08/09/2021	
								8202	07	07 - 07	1	2	1	13016600	ACCOUNT1		08/09/2021	
DAVIS, ROSALINDA A	003157	XXX-XX-XXXX	11	1	01			8102	05	05 - 05	1	2	1	13000300	LIVEPROD		08/09/2021	
								8108	07	07 - 07	1	2	1	13000400	SMANIMGT		08/09/2021	
DAVIS, STREETER J	003601	XXX-XX-XXXX	11	1	01			6600	02	02 - 02	1	2	1	13001800	FLORAL		08/09/2021	
								8103	05	05 - 05	1	2	1	13001500	WFECGT		08/09/2021	
								8501	07	07 - 07	1	2	1	13024200	PRINHUSR		08/09/2021	
DE ANGELIS, SHAWN M	000138	XXX-XX-XXXX	11	1	01			6601	03	03 - 03	1	0	1	N1300270	ADVFLDES		08/09/2021	
								8501	07	07 - 07	1	0	1	13024200	PRINHUSR		08/09/2021	

SGR1600 provides a list of all students who have a CTE course in their schedule. You can run the report by Semester or by an As-of Date.

Verify and update data for students in CTE and verify their enrollment in a CTE-eligible

class. An asterisk (\*) is printed in the **CTE Crd Amt** column for students who are ineligible for CTE contact hours. (*Registration > Maintenance > Student Enrollment > W/R Enroll*).

Verify the information in the 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 which includes 7th and 8th grade students in a high school credit level CTE course.

**REMINDER:**

**PEIMS Career and Technical Education Indicator Code Calculation**  
 The Career and Technical Education Indicator Code is a calculated value based on the student's course completion data for all years in which the student could have taken a CTE course. The Career and Technical Education Indicator Code will be calculated by TEA for all students in grades 06-12.

The Career and Technical Education Indicator Code is calculated once the PEIMS Summer Submission is in the Accepted status for all LEAs. Reports that display the calculated value will be available approximately two weeks after each submission closes.

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

Date Run: 2/18/2021 8:01 AM		Pass/Fail Verification List										Program ID: SGR1920					
Cnty-Dist: 031-776		001 School										Page: 1 152					
Campus: 001		Sch Year: 2021															
ADAM, CARLOS L		505385	Grd: 09	Ctrl #: 010													
Sem	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
	PAP ENG 1	1111	03 VASQUEZ	03	03220100	0	0	0	0	087	070	036	X	064	00	*	
	ALGEBRA I	2150	01 MADDOX	01	03100500	0	0	0	0	074	056	039	X	056	00	*	
	BIOLOGY	3140	07 ULBRICH	07	03010200	0	0	0	0	079	066	050	X	065	00	*	
	W GEOGRAPHY	4141	04 VYVLECKA	04	03320100	0	0	0	0	097	100	070	X	089	05	*	
	PE FOUND	5124	02 TALAMANTEZ	02	PES00052	0	0	0	0	100	100	100	X	100	05	*	
	SPANISH 1	7111	08 SMITH	08	03440100	0	0	0	0	071	076	070	X	072	05	*	
	PRIN ARCH	8890	06 CHEW	06	13004210	0	0	0	0	046	090	085	X	074	05	*	
ADAME, ANDREA L		504115	Grd: 10	Ctrl #: 912													
Sem	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
	ENGLISH 2	1122	02 WILSON	02	03220200	0	0	0	0	090	097	091	X	093	05	*	
	GEOMETRY	2140	03 SALAZAR	03	03100700	0	0	0	0	086	085	080	X	084	05	*	
	CHEMISTRY	3120	01 SMITH	01	03040000	0	0	0	0	084	079	087	X	083	05	*	
	U S HISTORY	4150	06 MANGUM	06	03340100	0	0	0	0	070	072	078	056	070	05	*	
	APPLIED MUSIC 1	6100	08 SWETLICK	08	03152500	0	0	0	0	091	096	093	X	093	05	*	
	BAND 10	6112	08 SWETLICK	08	03150200	0	0	0	0							*	
	SPANISH 2	7112	07 MONTALVO	07	03440200	0	0	0	0	075	087	082	X	081	05	*	
	CHILD DEV	8822	04 PEREZ	04	13024700	0	0	0	0	070	094	093	X	086	05	*	

This report lists all students with their courses by semester, including cycle grade averages, exam grades, final grade, attendance, and the pass/fail indicator for each course. Ensure that all data is accurate.

**NOTE:** The **P/F** (Pass/Fail Indicator) column with an \* indicates a blank Pass/Fail Indicator. It is common to have a blank Pass/Fail Indicator for students who have withdrawn or didn't complete a course due to a schedule change.

2. [Grade Reporting](#) > [Maintenance](#) > [Master Schedule](#) > [District Schedule](#)

The screenshot shows the 'AVAILABLE COURSES' section of a software interface. At the top, there is a 'Save' button and 'Student Information' and 'School Year: 2021-2022' tabs. Below this, a search bar contains 'English' and a dropdown menu is set to 'Title'. A 'Retrieve' button and a 'Stds-Based Crs Setup' button are also present.

Del	Details	Course Number	Title	Abbrev Name	Service ID	Service ID Description	Graded Crs	Nbr of Sem	Textbook ISBN	Exclude from txGradeBook	Slf Pcd
<input type="checkbox"/>	<input type="radio"/>	1100	ENGLISH 1	ENG1	03220100	ENG 1	<input checked="" type="checkbox"/>	2		Incl Both(Att Grds)	<input type="checkbox"/>
<input type="checkbox"/>	<input type="radio"/>	1200	ENGLISH 2	ENG2	03220200	ENG 2	<input checked="" type="checkbox"/>	2		Incl Both(Att Grds)	<input type="checkbox"/>
<input type="checkbox"/>	<input type="radio"/>	1300	ENGLISH 3	ENG3	03220300	ENG 3	<input checked="" type="checkbox"/>	2		Incl Both(Att Grds)	<input type="checkbox"/>
<input type="checkbox"/>	<input type="radio"/>	9100	ENGLISH 1 R	ENG1R	03220100	ENG 1	<input checked="" type="checkbox"/>	2		Incl Both(Att Grds)	<input type="checkbox"/>
<input type="checkbox"/>	<input type="radio"/>	9200	ENGLISH 2 R	ENG2R	03220200	ENG 2	<input checked="" type="checkbox"/>	2		Incl Both(Att Grds)	<input type="checkbox"/>
<input type="checkbox"/>	<input type="radio"/>	9300	ENGLISH 3 R	ENG3R	03220300	ENG 3	<input checked="" type="checkbox"/>	2		Incl Both(Att Grds)	<input type="checkbox"/>
<input type="checkbox"/>	<input type="radio"/>	9400	ENGLISH 4 R	ENG4R	03220400	ENG 4	<input checked="" type="checkbox"/>	2		Incl Both(Att Grds)	<input type="checkbox"/>

Below the table, there is a configuration panel for course 1100. It includes fields for 'Crs Nbr', 'Title', 'Abbrev Name', 'Service ID', 'Nbr Sem', 'Textbook ISBN', 'Exclude from txGradebook', and 'Self Paced'. There are also several tabs for configuration: 'Grade Reporting', 'Course Codes and Credits', 'Elem/Misc', 'PEIMS', and 'HR/GA'. The 'PEIMS' tab is highlighted with a red box, and the 'CTE Hrs' field within it is set to 1.

**Reported Elements from District Schedule:** reported in the [Course Entity](#).

This is determined as follows:

- The **CTE Hrs** field is set to 1, 2 or 3, accordingly in the district master schedule.
- On [Grade Reporting](#) > [Maintenance](#) > [Student](#) > [Individual Maint](#) > [CTE](#), the student is enrolled in a CTE course with the **CTE Hrs** field set to 1, 2 or 3.

3. [Grade Reporting](#) > [Maintenance](#) > [Master Schedule](#) > [Campus Schedule](#) > [Section](#)

The screenshot displays the 'Section' configuration interface. At the top, there are tabs for 'COURSE SELECTION', 'COURSE', 'SECTION', 'INSTRUCTOR', and 'COPY COURSE SECTION'. Below these is a search bar with '1100 : ENGLISH 1' and a 'Retrieve' button. A table lists course sections with columns for Del, Details, Course, Title, Sec, Max Seats, Stu Enroll Sem 1, Stu WID Sem 1, Stu Enroll Sem 2, Stu WID Sem 2, Multi Svc Ind, Incl UIL Elig, Lock, Dst Lrng, and Non Campus Based. Below the table are several configuration panels: 'Section Information' (Pop Srvd, Instruct Set, Class Type, High Qual PK Prog, PK Sch Type, 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), 'District Information' (Crs Seq, Exam/Sem Pat, Gender Rstrctn, Instruct Set, AAR Use, Self Paced, Pop Srvd, Grad Plan Use, Class Type, Role ID, Special Consid, CPR, Nbr Sem, Incl UIL Elig, Speech, OnRamps), and 'Campus Information' (Grade Rstrctn, Rstrctn Addl). At the bottom, a table shows details for a specific section, with 'Per Begin' and 'Per End' dropdowns circled in red.

**Reported Elements from Section:**

Element	Descriptor Table	Data Element	ASCENDER Name
E1056	---	SectionIdentifier	Crs Nbr, Sec, Sem
E1072	C182	NonCampusBasedInstruction	Non Campus Based
E0747	C030	PopulationServed	Pop Served
E0948	C135	CourseSequence	Crs Seq
E1011	---	DualCreditIndicator <b>NOTE:</b> Dual credit courses cannot be reported as ATC courses.	Dual Crdt
E1058	---	ATCIndicator <b>NOTE:</b> ATC courses cannot be reported as dual credit courses.	Adv Tech Crdt
E1081	---	CollegeCreditHours	College Credit Hrs - Sem 1 and Sem 2

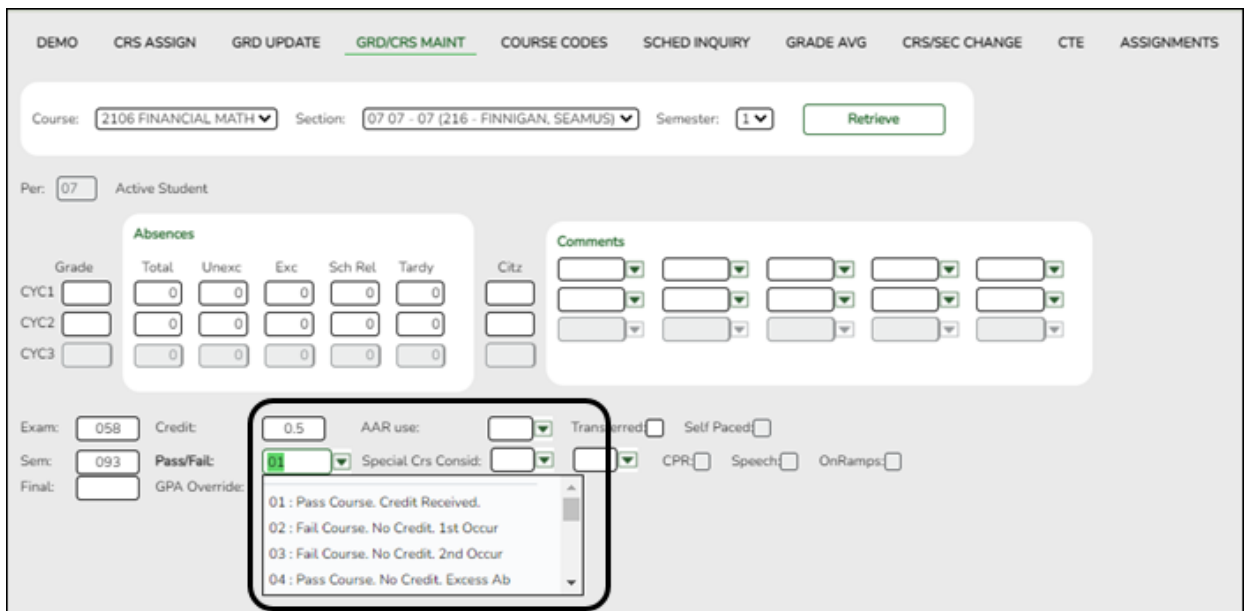
4. [Grade Reporting](#) > [Maintenance](#) > [Student](#) > [Individual Maint](#) > [Crs Assign](#)



**Reported Elements from Crs Assign:**

Element	Descriptor Table	Data Element	ASCENDER Name
E3023	---	EntryDate	Entry Date
E3028	---	ExitWithdrawDate	WD Date

5. [Grade Reporting](#) > [Maintenance](#) > [Student](#) > [Individual Maint](#) > [Grd/Crs Maint](#)



**Reported Elements from Grd/Crs Maint:**

If a student repeats a course during the year with different outcomes, each course completion must be reported.

Element	Descriptor Table	Data Element	ASCENDER Name
---------	------------------	--------------	---------------

Element	Descriptor Table	Data Element	ASCENDER Name
E3010	-	BeginDate	Entry Date
E3020	-	EndDate	WD Date
E0949	C136	CourseAttemptResult  <b>NOTE:</b> 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. This ensures the CourseAttemptResult <b>Pass/Fail</b> (E0949) is set correctly for students.	Pass/Fail

**Grade Reporting > 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.

The pass/fail utility looks at the **Sem** (semester grade) field on Grade Reporting > Maintenance > Student > Individual Maint > Grd Update or Grade Reporting > Maintenance > Student > Individual Maint > Grd/Crs Maint.

6. [Grade Reporting > Maintenance > Student > Individual Maint > CTE](#)

Course	Sec	Sem	Title	Self Paced	CTE Hrs	Date Entry	Date WD
2106	07	1	FINANCIAL MATH	<input type="checkbox"/>	1	08/09/2021	
3110	03	1	A & P	<input type="checkbox"/>	1	08/09/2021	
8200	02	1	PRIN OF BUS	<input type="checkbox"/>	1	08/09/2021	
8303	55	1	PRACT GD 1 2H	<input type="checkbox"/>	2	08/09/2021	
2106	07	2	FINANCIAL MATH	<input type="checkbox"/>	1	01/04/2022	

This is determined as follows:

- The student is enrolled in a CTE course with the **CTE Hrs** field set to 1, 2, 3, 4, 5, or 6 on the student's CTE maintenance page.
- On **Grade Reporting > Maintenance > Master Schedule > District Schedule**, the **CTE Hrs** field for that course is set to 1, 2, 3, 4, 5, or 6, respectively.

7. [Grade Reporting > Maintenance > Student > Accelerated Instruction](#)

Del	Details	Subject	Participation Code	Assigned Hours	Completed Hours	Difference	Difference Reason
		READING/ENGLISH	01	30.0	30.0	0.0	

[Add](#)

---

Subject:  Assigned Hours:

Participation:  Completed Hours:

Difference:  Difference Reason:

**Reported Elements from Accelerated Learning:**

Element	Descriptor Table	Data Element	ASCENDER Name
E3084	C352	AcceleratedInstructionSubject	Subject
E3085	C353	StudentAcceleratedInstructionParticipation	Participation
E3086	---	AssignedHoursAcceleratedInstruction	Assigned Hours
E3087	---	CompletedHoursAcceleratedInstruction	Completed Hours
E3088	C354	DifferenceReasonHoursAcceleratedInstruction	Difference Reason

**Graduation Plan**

- [Graduation Plan Reports](#)

**Graduation Plan > Reports > SGP1000 - Student Personal Graduation Plan**

001 School			Personal Graduation Plan		
Student ID: 101177 Name: ADAMS, JONATHAN DOUGLAS		DOB: 12/05/2003 Grade Level: 11 Cohort Year: 2022 Graduation			
CPR Date Completed:		Speech Date Completed:		Peace Officer Interact Date Completed: 01/21/2019	
Foundation	Endorsement	Distinguished	Endorsements	Date	STAAR EOC Assessment
4 English (English 1-3 & 1 Adv)	(22 Credits)	(26 Credits)	STEM	Pursuing	English 1
3 Math (Alg1, Geometry & 1 Adv)	1 Math (Adv)	with 4 Science	Public Services	Not Participating	English 2
3 Science (Bio, IPC or Adv & 1 Adv)	1 Science (Adv)	1 Algebra 2	Business & Industry	Not Participating	Algebra 1
3 SS (USH, Eco/Govt & WG or WH)	2 Electives	Endorsement	Multi-Disciplin Studies	Not Participating	Biology 1
2 LOTE			Arts & Humanities	Not Participating	US History
1 FA					English 3
1 PE					Algebra 2
5 Electives Pursuing (22 Credits)		Pursuing			Cum GPA 99.10000
College Career Instruction No					Cum Rank 5

JH/MS Credits	Credits	SE	9th Grade - 18/19	Credits	SE	10th Grade - 19/20	Credits	SE	11th Grade -
ALGEBRA 1	1.0	J	BAND	1.0		ALGEBRA 2	1.0	H H	ENGL 1301
			BIOLOGY	1.0	H H	CHEMISTRY	1.0	H H	ENGL 1302
			ENGLISH 1	1.0	H H	ENGLISH 2	1.0	H H	EQUINE SCIE
			GEOMETRY	1.0	H H	! PRINHLSC	1.0		GIRLS ATH 1
			I MED TERM	1.0		SPANISH 1	1.0		HIST 1301

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

- [Graduation Plan > Maintenance > Student > Individual Maintenance > Performance Acknowledgement](#)

**Reported Elements from Performance Acknowledgement:**

Element	Descriptor Table	Data Element	ASCENDER Name
E1596	---	AssociateDegreeIndicator	Associate Degree

- [Graduation Plan > Maintenance > Student > Individual Maintenance > PGP](#)



Element	Descriptor Table	Data Element	ASCENDER Name
E3022	C333	EndorsementPursuing	Arts and Humanities see <a href="#">EndorsementPursuing</a>
E1563	---	IndividualGraduationCommitteeReview	---

## Registration

- [Registration Reports](#)

### Registration > Reports > Create Registration Report

Save
Create Report
Delete

**Report Template**

Public  Directory

**Report Title**

**Campus Options**

Campus 001

All Campuses

Demo1

Demographic Information

<input type="checkbox"/> Sch Yr	<input checked="" type="checkbox"/> Campus ID	<input checked="" type="checkbox"/> Student ID	<input type="checkbox"/> Grade	<input type="checkbox"/> Entry Dt	<input type="checkbox"/> Track	<input type="checkbox"/> Orig Entry
<input type="checkbox"/> Withdrawal Dt	<input type="checkbox"/> Reason	<input type="checkbox"/> Portal ID	<input checked="" type="checkbox"/> Last Name	<input checked="" type="checkbox"/> First Name	<input checked="" type="checkbox"/> Middle Name	<input type="checkbox"/> Gen
<input type="checkbox"/> Nickname	<input type="checkbox"/> SSN Denied	<input checked="" type="checkbox"/> SSN	<input type="checkbox"/> Masked SSN	<input type="checkbox"/> Prior SSN	<input checked="" type="checkbox"/> TX Unique Stu ID	<input type="checkbox"/> Medicaid Eligible
<input type="checkbox"/> Medicaid ID	<input type="checkbox"/> Sex	<input type="checkbox"/> DOB	<input type="checkbox"/> Hispanic/Latino	<input type="checkbox"/> Aggregate Race/Ethnicity	<input type="checkbox"/> Comments	

Race

<input checked="" type="checkbox"/> White	<input checked="" type="checkbox"/> Black/African American	<input checked="" type="checkbox"/> Asian	<input checked="" type="checkbox"/> American Indian/Alaskan Native	<input checked="" type="checkbox"/> Hawaiian/Pacific Isl
---	--	---	--	--

Student Indicators

<input type="checkbox"/> Elig	<input type="checkbox"/> Attribution	<input type="checkbox"/> Camp ID Resid	<input type="checkbox"/> Eco Disadvan	<input checked="" type="checkbox"/> Military Connected	<input checked="" type="checkbox"/> Foster Care	<input checked="" type="checkbox"/> Star of Texas Award
<input type="checkbox"/> Rep Excl	<input type="checkbox"/> Active	<input type="checkbox"/> Record Status	<input type="checkbox"/> Cnty Residence	<input type="checkbox"/> NSLP		

Graduation

<input type="checkbox"/> Graduation Type	<input type="checkbox"/> Graduation Date	<input type="checkbox"/> AAR Grad Plan	<input type="checkbox"/> Texas Grant Eligibility	<input type="checkbox"/> Vendor1	<input type="checkbox"/> Fee1	<input type="checkbox"/> Reimburse1
<input type="checkbox"/> Cert of Crs/WR Dt Completed	<input type="checkbox"/> College Entry	<input type="checkbox"/> CFR Date Completed	<input type="checkbox"/> Speech Date Completed	<input type="checkbox"/> Vendor2	<input type="checkbox"/> Fee2	<input type="checkbox"/> Reimburse2
<input type="checkbox"/> Peace Officer Interact Date Completed	<input type="checkbox"/> College Career Instruction	<input checked="" type="checkbox"/> Foundation Coursework	<input checked="" type="checkbox"/> Distinguished Coursework	<input type="checkbox"/> Vendor3	<input type="checkbox"/> Fee3	<input type="checkbox"/> Reimburse3
<input checked="" type="checkbox"/> STEM	<input checked="" type="checkbox"/> STEM Date Completed	<input checked="" type="checkbox"/> Public Services	<input checked="" type="checkbox"/> Public Services Date Completed	<input type="checkbox"/> Vendor4	<input type="checkbox"/> Fee4	<input type="checkbox"/> Reimburse4
<input checked="" type="checkbox"/> Business and Industry	<input checked="" type="checkbox"/> Business and Industry Date Completed	<input checked="" type="checkbox"/> Multi Disciplinary Studies	<input checked="" type="checkbox"/> Multi Disciplinary Studies Date Completed	<input type="checkbox"/> Vendor5	<input type="checkbox"/> Fee5	<input type="checkbox"/> Reimburse5
<input checked="" type="checkbox"/> Arts and Humanities	<input checked="" type="checkbox"/> Arts and Humanities Date Completed	<input type="checkbox"/> Industry Certification1	<input type="checkbox"/> Industry Certification1 Date Completed	<input type="checkbox"/> Vendor6	<input type="checkbox"/> Fee6	<input type="checkbox"/> Reimburse6
<input type="checkbox"/> Industry Certification2	<input type="checkbox"/> Industry Certification2 Date Completed	<input type="checkbox"/> Industry Certification3	<input type="checkbox"/> Industry Certification3 Date Completed	<input type="checkbox"/> Vendor7	<input type="checkbox"/> Fee7	<input type="checkbox"/> Reimburse7
<input type="checkbox"/> Industry Certification4	<input type="checkbox"/> Industry Certification4 Date Completed	<input type="checkbox"/> Industry Certification5	<input type="checkbox"/> Industry Certification5 Date Completed	<input type="checkbox"/> Vendor8	<input type="checkbox"/> Fee8	<input type="checkbox"/> Reimburse8
<input type="checkbox"/> Industry Certification6	<input type="checkbox"/> Industry Certification6 Date Completed	<input type="checkbox"/> Industry Certification7	<input type="checkbox"/> Industry Certification7 Date Completed	<input type="checkbox"/> Vendor9	<input type="checkbox"/> Fee9	<input type="checkbox"/> Reimburse9
<input type="checkbox"/> Industry Certification8	<input type="checkbox"/> Industry Certification8 Date Completed	<input type="checkbox"/> Industry Certification9	<input type="checkbox"/> Industry Certification9 Date Completed	<input type="checkbox"/> Vendor10	<input type="checkbox"/> Fee10	<input type="checkbox"/> Reimburse10
<input type="checkbox"/> Industry Certification10	<input type="checkbox"/> Industry Certification10 Date Completed	<input type="checkbox"/> Industry Certification11	<input type="checkbox"/> Industry Certification11 Date Completed	<input type="checkbox"/> Vendor11	<input type="checkbox"/> Fee11	<input type="checkbox"/> Reimburse11
<input type="checkbox"/> Industry Certification12	<input type="checkbox"/> Industry Certification12 Date Completed	<input type="checkbox"/> Industry Certification13	<input type="checkbox"/> Industry Certification13 Date Completed	<input type="checkbox"/> Vendor12	<input type="checkbox"/> Fee12	<input type="checkbox"/> Reimburse12
<input type="checkbox"/> Industry Certification14	<input type="checkbox"/> Industry Certification14 Date Completed	<input type="checkbox"/> Industry Certification15	<input type="checkbox"/> Industry Certification15 Date Completed	<input type="checkbox"/> Vendor13	<input type="checkbox"/> Fee13	<input type="checkbox"/> Reimburse13
<input type="checkbox"/> Financial Aid App Status	<input type="checkbox"/> Financial Aid App Met Date			<input type="checkbox"/> Vendor14	<input type="checkbox"/> Fee14	<input type="checkbox"/> Reimburse14
				<input type="checkbox"/> Vendor15	<input type="checkbox"/> Fee15	<input type="checkbox"/> Reimburse15

PRS

Campus  Entry Date  Exit Date  Reason  PRS  CEHI  CTE Elig

Local Program

IGC - INDIVIDUAL GRADUATION COMMITTEE  Entry Date  Exit Date  Reason  Code 1  Code 2  Code 3  Code 4

Demo1 and Demo3 data can be verified by creating a customized report.

If the student does not have a graduation plan, grad plan data can also be verified by creating a customized report.

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

Reports may be created to view all Registration elements reported in the Summer PEIMS Submission. Create reports should be used in addition to the following Registration reports.

**Registration > Reports > Registration Reports > Student > SRG0200 - Student Name Listing**

Date Run: 2/18/2021 11:43 AM  
 Cnty-Dist: 031-776  
 Campus: 001

Student Name Listing  
 001 School  
 Sch Year: 2021

Program ID: SRG0200  
 Page: 1 of 3

Name	Student ID	Grade	Control	Sex	Hispanic	Amer Indian	Asian	Black	White	Pacific Isl	DOB	Phone	SSN	Instructor	Trk	Status
ADAM, CARLOS LYNN	505385	09	010	M	Y	N	N	N	Y	N	06-28-2006	(555)336-532	XXX-XX-XXXX	Sharon Talamantez	01	Active
ADAMS, JONATHAN DOUGLAS	101177	11	755	F	N	N	N	N	Y	N	12-05-2003	(555)599-913	XXX-XX-XXXX	Mary Olivarez	01	Active
ALEMAN, JOHN NIKOLE	504283	09	973	F	N	N	N	N	Y	N	02-19-2006	(555)336-320	XXX-XX-XXXX	Russell Smith	01	Active
ALVAREZ, JOSE LEANN	101192	11	39	M	Y	N	N	N	Y	N	04-25-2004	(555)581-853	XXX-XX-XXXX	Chickie Yaws	01	Active
ARGUIJO, SOPHIA MONIQUE	504136	12	025	M	Y	N	N	N	Y	N	04-12-2002	(555)140-566	XXX-XX-XXXX	Sharon Tijerina	01	Active
BAILEY, DAVID JERIAH	503992	09	13	M	Y	N	N	N	Y	N	10-10-2004	(555)279-389	XXX-XX-XXXX	Tacy Wilhelm	01	Active
BAKER, JASMINE JOSE	301102	09	010	F	Y	N	N	N	Y	N	08-11-2006	(555)224-835	XXX-XX-XXXX	Sharon Talamantez	01	Active
BALDWIN, COURTNEY	504122	09	973	F	N	N	N	N	Y	N	09-30-2004	(555)279-432	XXX-XX-XXXX	Russell Smith	01	Active
BALLEJO, OLIVIA ANN	505260	09	85	M	Y	N	N	N	Y	N	09-15-2005	(555)432-833	XXX-XX-XXXX	Christ Chew	01	Active
BELTRAN, STEVEN	504278	09	377	F	Y	N	N	N	Y	N	09-02-2005	(555)203-147	XXX-XX-XXXX	Paula Rodriguez	01	Active
BERRIOS, TINA BEATRICE	505039	09	377	M	Y	N	N	N	Y	N	07-01-2005	(555)441-820	XXX-XX-XXXX		01	Active
BLEVINS, CATHRYN A	300999	09	963	F	N	N	N	N	Y	N	01-18-2006	(555)587-100	XXX-XX-XXXX	Susan Vesquez	01	Active
BOCANEGRA, KRISSY ELIAS	504418	09	963	M	Y	N	N	N	Y	N	07-13-2006	(555)399-178	XXX-XX-XXXX		01	Active
BOSQUEZ, BRITTANY	504288	09	047	M	Y	N	N	N	Y	N	12-28-2005	(555)554-967	XXX-XX-XXXX	Stephen Ulbrich	01	Active
BOWEN, ERUBEY JAMES	504415	09	963	M	N	N	N	N	Y	N	12-03-2005	(555)398-824	XXX-XX-XXXX	Susan Vesquez	01	Active
BOWEN, NOAH LYNN	505179	09	973	F	N	N	N	N	Y	N	08-29-2007	(555)635-706	XXX-XX-XXXX	Russell Smith	01	Active

SRG00200 can be used to verify the demographic elements that are reported in the Summer Submission. Be sure the parameter **Only New Students This Year (Y,N)** is set to N.

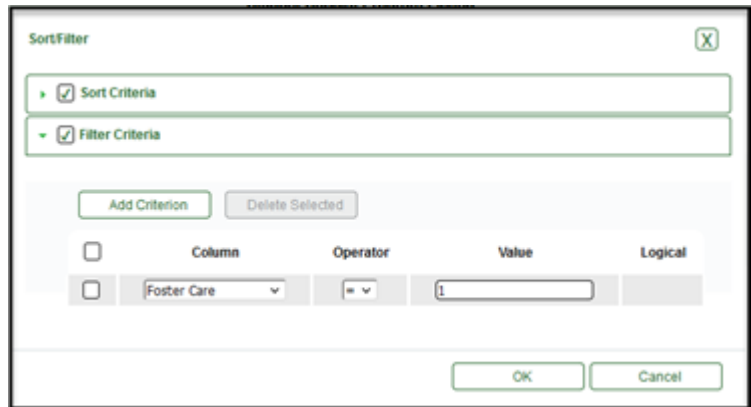
**Registration > Reports > Registration Reports > Student > SRG0600 -**

### Student Special Program Listing

This report lists students in all grade levels and the special programs in which they are currently enrolled.

Date Run: 9/30/2024 10:36 AM		Student Special Program Listing															Program ID: SRG0600														
Cntry-Dist: 555-901		001 School															Page: 1 of 264														
Campus: 001																															
Student Name	Student ID	Grade	S	C	Sngl	B	T	G	E	L	Smr	P	Fed	Par	Asylee/	Mil	Foster	Home	Unacc	Free	Eco	All	Act								
		x	Ethn	E	Trans	Indv	Wmn	Ed	Dis	I	T	L	P	Lang	ESL	S	Migr	Imm	Conn	Mil	Refugee	Conn	Care	less	Youth	Lunch	Dis	Adv	Risk		
ABBOTT, Weston J	042574	09	M	H	1						6	1	98	0	0	0	N	N	0	0	0	0	0	0	0	0	0	0	0	1	
ACOSTA, YADIRA L	053412	09	F	W	0						6		98	0	0	0	N	N	0	0	0	0	0	0	0	0	0	0	0	1	
ACOSTA-VILLALOBOS, IVANA J	052758	09	F	W	0			Y	06		6		98	0	0	0	N	N	0	0	0	0	0	0	0	0	0	0	0	1	
Adebogun, CARLA M	042559	09	M	H	0						0	6	0	1	01	0	0	0	N	N	0	0	0	0	0	0	0	0	0	1	
Agnew Mathis, MAYRA D	052710	09	M	H	0						6		98	0	0	0	N	N	0	0	0	0	0	0	0	0	0	0	0	1	
AGUILAR, Cha'Miah A	052568	09	M	H	0			Y	08		6		98	0	0	0	N	N	0	0	0	0	0	0	0	0	0	0	0	1	
AGUILAR, JUSTIN A	042555	09	F	H	1						6		98	0	0	0	N	N	0	0	0	0	0	0	0	0	0	0	0	0	1
ALCALA, RODRIGO L	042814	09	F	H	1						6		98	0	0	0	N	N	0	0	0	0	0	0	0	0	0	0	0	0	1
ALLEN, JORGE E	053339	09	F	H	1						0	6	1	0	5	01	0	0	0	N	N	0	0	0	0	0	0	0	0	0	1
Allepalli, CHRISTOPHER A	052798	09	F	H	0						6		98	0	0	0	N	N	0	0	0	0	0	0	0	0	0	0	0	0	1
ALVAREZ, Marquis D	052729	09	F	H	1						6		98	0	0	0	N	N	0	0	0	0	0	0	0	0	0	0	0	0	1

Use this report to verify Economic Disadvantage, Military Connected, Foster Care, Homeless, Immigrant, Migrant, Asylee/Refugee, Unaccompanied Youth, Single Parent Single Pregnant Woman, Out of Workforce, and Transportation CTE Support Services.



Filter the report to view one program at a time. Have the person at your district responsible for each special program sign off on these reports.

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

Date Run: 2/18/2021 12:59 PM		Student Status By Program Changes				Program ID: SRG1200											
Cnty-Dist: 031-776		001 School				Page: 1 of 16											
Campus: 001		Sch Year: 2021															
<b>Enrollment Records:</b>																	
Stu ID	Student Name	Grd	SSN	Orig Entry	Entry	Withdraw	Wd Rsn	Stat	Excls	Elig	Trk	Attrib	Camp Res	CTE Elig	US Sch	Eco Dis	Stu Lang
505385	ADAM, CARLOS L	09	XXX-XX-XXXX	08-17-2020	08-17-2020					7	01	00		1	00		98
504283	ALEMAN, JOHN N	09	XXX-XX-XXXX	08-17-2020	08-17-2020					1	01	00		1	01		98
301083	ALEMAN, KRISTEN L	09	XXX-XX-XXXX	08-17-2020	08-17-2020	01-05-2021	80	1		1	01	00		1	00		98
301013	BAILEY, CARLOS L	09	XXX-XX-XXXX	08-17-2020	08-17-2020	11-09-2020	49	1		1	01	00		1	01		98
503992	BAILEY, DAVID J	09	XXX-XX-XXXX	08-17-2020	08-17-2020					1	01	00		1	6	01	01
301102	BAKER, JASMINE J	09	XXX-XX-XXXX	08-17-2020	08-17-2020					1	01	00		1	01		98
504122	BALDWIN, COURTNEY R	09	XXX-XX-XXXX	08-17-2020	08-17-2020					1	01	00		1	01		98
505260	BALLEJO, OLIVIA A	09	XXX-XX-XXXX	08-17-2020	08-17-2020					1	01	00		1	01		98
504278	BELTRAN, STEVEN	09	XXX-XX-XXXX	08-17-2020	08-17-2020					1	01	00		1	00		98
505039	BERRIOS, TINA B	09	XXX-XX-XXXX	08-17-2020	08-17-2020					3	01	06	007-905-041	1	02		98
300999	BLEVINS, CATHRYN A	09	XXX-XX-XXXX	08-17-2020	08-17-2020					3	01	06	007-905-041	1	00		98

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

- This report will need to be run several times with different parameters.
- This report can only be run by campus.

Examples:

Date Run: 2/18/2021 1:10 PM		Student Status By Program Changes				Program ID: SRG1200					
Cnty-Dist: 031-776		001 School				Page: 1 of 1					
Campus: 001		Sch Year: 2021									
<b>Gifted and Talented Records:</b>											
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
504418	BOCANEGRA, KRISSY E	09	XXX-XX-XXXX	08-17-2020			1	1			
504415	BOWEN, ERUBEY J	09	XXX-XX-XXXX	08-17-2020			1	1			
504416	CRUZ, GREGORY S	09	XXX-XX-XXXX	08-17-2020	01-05-2021	60	1	1			
504490	FAIR, TREVOR A	09	XXX-XX-XXXX	08-17-2020			1				
505413	FUENTES, RORY	09	XXX-XX-XXXX	08-17-2020			1	1			
504279	JENSEN, JENNA L	09	XXX-XX-XXXX	08-17-2020			1	1			
504431	RODRIGUEZ, CLARA ANN L	09	XXX-XX-XXXX	08-17-2020			1	1			
504426	ROMERO, FELIX J	09	XXX-XX-XXXX	08-17-2020			1	1			
504227	FRAUSTO, BRANDON	10	XXX-XX-XXXX	08-17-2020			1	1			
504201	JONES, SYDNEY D	10	XXX-XX-XXXX	08-17-2020			1	1			
505407	LUGO, DRAKE A	10	XXX-XX-XXXX	08-17-2020			1				

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.

- Verify eligibility codes. Kindergarten students enrolled in PK last year are normally marked full day eligible (1 or 3).
- Verify/Update Campus of Residence for transfer students. A student's campus of residence must match the grade level in AskTED for the district the student resides in. ("i.e." if a student went from grade 8 to grade 9 campus number may have changed)

- Students with a Campus of Residence must have an Attribution Code. (Transfer students should have an attribution code of a 06).

**SRG1200 - Student Status Changes by Program**

Parameter Description	Value	List
Ending School Year (YYYY)	<input type="text" value="2023"/>	<input type="checkbox"/>
Campus ID	<input type="text"/>	<input type="checkbox"/>
Grade Level (Blank for All)	<input type="text"/>	<input type="checkbox"/>
Print Enroll Records (Y,N)	<input type="text"/>	<input type="checkbox"/>
Print W/R Enroll Comments (Y,N)	<input type="text"/>	<input type="checkbox"/>
Print Special Ed Records (Y,N)	<input type="text"/>	<input type="checkbox"/>
Print Gifted/Talented Records (Y,N)	<input type="text" value="Y"/>	<input type="checkbox"/>
Print Bilingual/ESL Records (Y,N)	<input type="text"/>	<input type="checkbox"/>
Print Title 1 Records (Y,N)	<input type="text"/>	<input type="checkbox"/>
Print PRS Records (Y,N)	<input type="text"/>	<input type="checkbox"/>
Print Local Programs (Y,N)	<input type="text"/>	<input type="checkbox"/>
Print PK Enroll Records (Y,N)	<input type="text"/>	<input type="checkbox"/>
Print Student SSN (Y,N,M)	<input type="text" value="N"/>	<input type="checkbox"/>

- Other elements to verify on SRG1200: GT, Bil/ESL, Title I, PRS, and PK Enroll records. It is recommended that users run the report for each program individually and have it signed off on by the person responsible for checking that program data.

**Registration > Reports > Registration Reports > Student > SRG1900 Local Program Enrollment Count**

Date Run: 9/30/2024 11:00 AM		Local Program Enrollment				Program ID: SRG1900									
Cnty-Dist: 555-901		TEXAS ISD				Page: 1 of 4									
Campus: ALL		Sch Year: 2024													
As-of Date: 09/30/2024															
Local Prgm Code: DYS															
Student Name	Grade	Student ID	SSN	Campus ID	DOB	Act Cd	Attrib Cd	Local Prgm Dt Entry	Local Prgm Dt W/D	Local Prgm W/D Reason	Campus Dt W/D	Code 1	Code 2	Code 3	Code 4
ESPINOZA, ALEXANDER LUCIANO MARTINEZ	09	042667	XXX-XX-XXXX	001	08/19/2009	1	00	08/22/2023							
Gendreau, Judan MARIE	09	052812	XXX-XX-XXXX	001	01/05/2009	1	00	08/14/2023							
GONZALES, KRATOS Nohemi	09	042617	XXX-XX-XXXX	001	07/10/2008	1	00	08/14/2023							
Hagen, JULYSSA CANE CHRISTIAN	09	012598	XXX-XX-XXXX	001	07/13/2006	1	00	08/23/2023							
LUNA, ZENADIA ANDRIANA	09	052508	XXX-XX-XXXX	001	07/24/2008	1	00	08/16/2023							
MARTINEZ, MEGAN JASLINE	09	031871	XXX-XX-XXXX	001	07/01/2009	1	00	08/15/2023							
Rodela, MARIO JOEL	09	042611	XXX-XX-XXXX	001	06/11/2009	1	00	08/14/2023							
SANTILLANES, NATALIE NICOLE	09	042569	XXX-XX-XXXX	001	02/10/2009	1	00	08/14/2023							
BURNS, YALEXI May	10	042499	XXX-XX-XXXX	001	10/16/2006	1	00	08/25/2023							
JONES, ETHAN ANN	10	042433	XXX-XX-XXXX	001	11/18/2007	1	00	08/14/2023							
Kabatumbi, GABRIELA Kirsten	10	052589	XXX-XX-XXXX	001	02/01/2008	1	00	08/14/2023							
MANUEL, CYDNEII ULYSSA	10	012600	XXX-XX-XXXX	001	06/13/2007	1	00	08/21/2023							
Perez Penton, JOSE	10	052543	XXX-XX-XXXX	001	11/16/2007	1	00	08/14/2023							
RIVERA, Char'Nese MICHAEL	10	042371	XXX-XX-XXXX	001	08/07/2008	1	00	08/14/2023							
Ali, Briella	11	012557	XXX-XX-XXXX	001	03/10/2007	1	00	08/14/2023							
Richardson, MARCUS Rochelle	11	042338	XXX-XX-XXXX	001	08/21/2007	1	00	08/14/2023							
Rubalcaba, MEGAN MONTES	11	052443	XXX-XX-XXXX	001	01/11/2007	1	00	08/14/2023							
VILLEGAS, BRANDEN La'Montrel	11	012562	XXX-XX-XXXX	001	04/11/2007	1	00	08/14/2023							
CARMONA, JOSE ANTONIO	12	052292	XXX-XX-XXXX	001	11/05/2005	1	00	08/14/2023							
FIERRO, Callie GERARDO	12	052180	XXX-XX-XXXX	001	05/11/2006	1	00	08/14/2023							
HERNANDEZ, ANTHONY Alexander	12	042279	XXX-XX-XXXX	001	08/14/2006	1	00	08/14/2023							
LOPEZ SOTO, ARIANA MANUEL	12	042209	XXX-XX-XXXX	001	02/23/2006	1	00	08/14/2023							
Total Count for Campus 001:											22				

SRG1900 provides a list of students who have been enrolled in a specific local program, as well as special program withdrawal dates and reasons. Campus totals are displayed for each included campus. A report total is displayed at the end of the report.

Verify all entry and withdrawal dates and special program services.

**NOTE:** To set up local program codes for the district, go to *Registration > Maintenance > District Profile > Local Program Codes*. The campus must select the program in *Registration > Maintenance > Campus Profile > Campus Local Program Codes* to make it available at the campus.

The student should have a row on **Local Programs** where the **Local Programs for TEA** field is set to the Local Program code for ECHS, T-STEM, P-TECH, 504, Intervention Strategies, General Ed Homebound, Migrant, Immigrant, Dyslexia, Star of Texas, New Tech, Adult Previous Attendance, and Virtual Student not in Membership or the crisis code if applicable.

**NOTE:** IGC should be set up as a Local Program. The student should have a row on **Local Programs** with a row where **Other Local Programs** is set to the Local Program code for IGC if applicable.

The screenshot shows two forms. The top form, 'Local Programs for TEA', contains four rows of data. Each row has a 'Delete' button, a 'Campus' field (001), an 'Entry Date' field (08-17-2022), an 'Exit Date' field (--), a 'Reason' field, a 'Local Program' dropdown menu (with options DYS, SGA, MIG, INV), a 'TEA Code' field, and four 'Code' fields (Code 1, Code 2, Code 3, Code 4). The bottom form, 'Other Local Programs', contains one row with the same structure, but the 'Local Program' dropdown is set to IGC.

IGC is the only local program entered in the **Other Local Programs** group box. All other local programs should be entered in the **Local Programs for TEA** group box.

**Registration > Reports > Registration Reports > Non-Enrolled Student > SRG9000 - UIL Activity Participation**

Date Run: 4/3/2025 9:35 AM		UIL Activity Participation										Program ID: SRG9000			
Cnty-Dist: 001-905		ALL CAMPUS										Page: 1 of 1			
Campus: ALL															
NAME	UID	SSN	Sex	DOB	Hispanic	Amer Indian	Asian	Black	White	Pacific Isl	Excl	UIL Activity	Campus	Begin Date	End Date
			M	12-14-2009	Y	N	N	N	Y	N	N	006 - Congress	043	03-18-2025	

This report displays the roster for non-enrolled students participating in UIL programs at the selected district/campus.

2. [Registration > Maintenance > Campus Profile > Campus Information Maintenance > Control Info](#)

Campus ID:

DEMOGRAPHIC INFO    CONTROL INFO    PRINCIPAL/COUNSELOR

Low Grade Level:  High Grade Level:

Accreditation:

College Board Campus Code Number:

Default Track:

Exclude from District Reporting:

School Type:

Capped To Campus:  Capped Date:

**Full Day PK Waiver:**

Additional Days Program:

**Reported Elements from Control Info:**

Element	Code Table	Data Element	ASCENDER Name
E1646	---	PKFullDayWaiver	Full Day PK Waiver
E1671	---	AdditionalDaysProgram	Additional Days Program

- Check the **Full Day PK Waiver** box if your campus has received an exemption from offering a full-day pre-kindergarten program.

3. [Registration > Maintenance > Campus Profile > Campus Programs > Expanded Learning \(ELO\)](#)

Campus ID:

**EXPANDED LEARNING (ELO)**

Delete	Type	Activity Code	Days/Year	Min/Day
	<input type="text" value="04"/>	<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>
Rows:	<input type="text" value="01: Rigorous Coursework"/> <input type="text" value="02: Mentoring"/> <input type="text" value="03: Tutoring"/> <input type="text" value="04: Physical Activity"/> <input type="text" value="05: Academic Support"/> <input type="text" value="06: Educational Enrichment"/>			<input type="button" value="Add"/>

**Reported Elements from Expanded Learning (ELO):**

Element	Code Table	Data Element	ASCENDER Name
E1614	C218}CampusEnrollmentType	Type	
E1719	C229	ELOActivity	Activity Code
E1720	---	ELODaysScheduledPerYear	Days/Year
E1621	---	ELOMinutesScheduledPerDay	Min/Day
E1613	---	ExpandedLearningOpportunity	---

**RUN REPORT TO VERIFY DATA:**

**Registration > Reports > Registration Reports > Program > SRG0100 - Campus Information**

Date Run: 3/24/2020 5:13 PM Program ID: SRG0100  
 Cnty-Dist: 925-925 Page: 14 of 14  
 Campus: 001 School Year: 2020

**Campus Expanded Learning Opportunities  
ELO**

ELO Type	Rigorous CourseWork	Mentoring	Tutoring	Phys Act	Acad Sup	Edu Enrich	Min Day
01	YES	YES					675
02	YES						010

See the **Campus Expanded Learning Opportunities ELO** section of the report.

**Expanded Learning Opportunities (ELO)** are structured learning programs outside of the regular school day, including before and after school programs and summer programs.

- If a district/campus offers an Expanded Learning Opportunities (ELO) Program, enter the information on this screen in Registration.
- Programs must be at least 45 minutes long to qualify for ELO.

- See the Campus Expanded Learning Opportunities (ELO) section of the report.

4. [Registration > Maintenance > Student Enrollment > Demo1](#)

The screenshot shows a detailed student record for Cecilia Michael Abundis. Key information includes:
 

- Demographic Information:** Grade 11, Entry Date 08-16-2021, Track 00, Orig Entry 08-16-2021, Withdrawal Date --, Portal ID yLnkg5mFEd. Name: CECILIA MICHAEL ABUNDIS. SSN: 423-33-3460. Texas Unique Student ID: 2479861283. Sex: F. DOB: 01-06-2004. Aggregate Race/Ethnicity: H - Hispanic. Race checkboxes: White (checked), Black/African American, Asian, American Indian/Alaskan Native, Hawaiian/Pacific Isl.
- Phone / Address:** Mailing: 9807 DIVISION, Alamo City, TX, 47575. Physical: 9807 DIVISION, Alamo City, TX, 47575.
- Student Indicators:** Eligibility Code: 1, Record Status: 1, Attribution Code: 00, NSLP: --, Campus ID Resid: --, Child Find: SPPH-11: --, Active Cd: 1 - Active, Child Find: SPPH-12: --, Crty Residence: 015, As of Status Last Friday October: --, Reporting Exct: --, As of Status Last Day Enrollment: --.
- Current / Next Year Information:** Control Num: 213, Next Yr Cntrl: --, Here Last Yr: --, Next Yr Camp: --, CY Xfer Factor: --, NY Xfer Factor: --, CY Team Code: --, NY Team Code: --.
- Economic Disadvantage Table:**

Delete	Descriptor	Begin Date	End Date
<input type="checkbox"/>	00	08-16-2021	--
- Foster Care Table:**

Delete	Descriptor	Begin Date	End Date
<input type="checkbox"/>	0	08-16-2021	--
- Military Connected Table:**

Delete	Descriptor	Begin Date	End Date
<input type="checkbox"/>	0	08-16-2021	--

**Reported Elements from Demo1:**

Element	Code Table	Data Element	ASCENDER Name
E0703	---	FirstName	Name - First
E0704	---	MiddleName	Name - Middle
E0705	---	LastSurname	Name - Last
E0706	C012	GenerationCode	Name - Gen
E0001	---	StudentId	SSN
E1523	---	StudentUniqueld	Texas Unique Student ID
E0004	C013	Sex	Sex
E0006	---	BirthDate	DOB
E1064	---	HispanicLatinoEthnicity	Hispanic/Latino
E3050	C304	Race	White
E3050	C304	Race	Black/African American
E3050	C304	Race	Asian
E3050	C304	Race	American Indian/ Alaskan Native
E3050	C304	Race	Hawaiian/Pacific Isl
E0785	C054	EconomicDisadvantage	Eco Disadvan

Element	Code Table	Data Element	ASCENDER Name
E1529	C197	MilitaryConnectedStudent	Military Connected
E1528	C196	FosterCareType	Foster Care
E0017	C050	GradeLevel	Grade
E1000	C161	StudentAttribution	Attribution Cd
E0903	---	CampusIdOfResidence	Camp ID Resid

5. Registration > Maintenance > Student Enrollment > Demo3

The screenshot shows a complex web form for student maintenance. The 'DEMO3' tab is active. The form includes sections for Career Technology, Promotion, Status Indicators, DAP Advanced Measures, Truancy Indicators, Dyslexia, Homeless Status, Early Reading Indicator, and Unschooled Asylee Refugee. Each section contains various checkboxes, dropdown menus, and date pickers. A table at the bottom left shows a list of records with columns for Delete, Details, Entry Date, Exit Date, Reason, Risk, Exempt Reason, IEP, SBEC, and Sec 39.023.

**NOTE:** If the student has a graduation plan, the fields must be updated on **Graduation Plan > Maintenance > Student > Individual Maintenance > PGP** instead (as described previously under Graduation Plan).

**Early Reading Indicator**

The screenshot shows a dialog box titled 'Early Reading Indicator' with a search field and a table of options. The table has columns for Code and Desc. The options are: 1 Eligible for Accelerated Reading Instruction, 2 Not Eligible for Accelerated Reading Instruction, and 3 Student was not assessed. There is a 'Cancel' button at the bottom.

Code	Desc
1	Eligible for Accelerated Reading Instruction
2	Not Eligible for Accelerated Reading Instruction
3	Student was not assessed

The **Early Reading Indicator** 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.

**NOTE:** Grade level reading status is based on the latest assessment results available.

### Truancy Indicators

Truancy Indicators

Excessive Unexcused Absence:  Campus:  Date:

Truancy Prevention Measure:  Campus:  Date:

Truancy Complaint Filed:  Campus:  Date:

For each student with an **Excessive Unexcused Absence** indicator, check **Truancy Prevention Measure** and/or **Truancy Complaint Filed** if applicable. To prevent getting a grade level error in the batch manager, verify there are no missing fields or invalid dates.

**NOTE:** This utility can be run as often as needed. Each student will be marked for the first occurrence of 10 or more unexcused absences. This information will not be deleted when the utility is run again unless unexcused absences were removed and the student no longer has 10 unexcused absences. It is advisable to run the utility at the end of each cycle and at the end of the school year.

### Dyslexia

Dyslexia

Delete	Details	Entry Date	Exit Date	Reason	Risk	Excpt Rsn	IEP	SBEC	Sec 39.023
		--	--				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Add](#)

Entry Date:

Exit Date:

Reason:

Dyslexia Risk:

Screening Exception Reason:

IEP/Sec 504 Services:

SBEC/Trained Staff:

Section 39.023 Mods:

- **Dyslexia Risk** - Verify this field is marked for only KG and 1st Graders.
  - Kindergarten screening (EOY)/1st grade by January 31st of each year.
- **Dyslexia Services** - Verify these fields are marked for all students receiving dyslexia services. More than one box can be selected, however, at least one service must be checked in order to receive funding.
  - 01 - Section 504 Services/IEP's
  - 02 - SBEC/Trained Staff
  - 03 - Section 39.023 Mods

**NOTE:** If a student has a Dyslexia Indicator and there is no Dyslexia Services Code marked on *Registration > Maintenance > Student Enrollment > Demo3*, then when the *State Reporting > Utilities > Create TSDS PEIMS Interchanges* is

run, the system will automatically create the tagline with Code 00 (C224 Code 00 - Student identified with dyslexia or a related disorder under TEC 48.009 does not receive services).

### Reported Elements from Demo3:

Element	Descriptor Table	Data Element	ASCENDER Name
E3010	---	BeginDate	Begin Date
E3020	---	EndDate	End Date
E3012	C064	Transportation CTE Support Services	Transportation CTE Support Service
E3012	C064	Out Of Workforce Individual	Out of Wkforce Individual
E3012	C064	Pregnant Woman	Sgl Parent/Sgl Preg Woman
E3063	C344	Adult Previous Attendance	Adult Prev Att
E1650	C224	DyslexiaServices	Dyslexia Services
E1076	C183	UnschoolerAsyleeRefugee	Asylee/Refugee Cd
E1082	C189	HomelessStatus	Homeless Status Cd
E1084	C192	UnaccompaniedYouth	Unaccomp Youth Status Cd
E1522	C195	EarlyReadIndicator	Early Reading Cd
E1644	C222	DyslexiaRisk	Dyslexia Risk
E1640	C214	PostSecondaryCertificationLicensure For students who have a graduation plan, this information is entered on <i>Graduation Plan &gt; Maintenance &gt; Student &gt; Individual Maintenance &gt; PGP.</i>	Industry Credentials or Certification
E1027	---	CampusIdOfAccountability	Campus of Account
E3030	---	FHSPParticipant	Foundation Coursework
E3029	---	FHSPDistingLevelParticipant	Distinguished Coursework
E3068	C346	Excessive Unexcused Absences	Excessive Unexcused Absence
E3068	C346	Truancy Prevention Measures	Truancy Prevention Measure
E3068	C346	Truancy Complaint Filed	Truancy Complaint Filed

**NOTE:** If the student has a graduation plan, the fields must be updated on **Graduation Plan > Maintenance > Student > Individual Maintenance > PGP** instead (as described previously under Graduation Plan).

6. Registration > Maintenance > Student Enrollment > Graduation

The screenshot shows a web-based form for student graduation. At the top, there are navigation tabs: DEMO1, DEMO2, DEMO3, GRADUATION (selected), AT RISK, CONTACT, WIR ENROLL, SPEC ED, G/T, BIL/ESL, TITLE I, PRS, LOCAL PROGRAMS, PK ENROLL, and FORMS. The 'GRADUATION' section contains several input fields: Graduation Type (dropdown), Graduation Date (calendar), AAR Grad Plan (dropdown), Texas Grant Eligibility (dropdown), Cert of Crs/Wk Date Completed (calendar), College Entry (checkbox), CPR-AED Date Completed (calendar), Speech Date Completed (calendar), Peace Officer Interact Date Completed (calendar), Texas First Early HS Completion Pgm (dropdown), IGC Reviewed (checkbox), Established Date (calendar), and IGC Graduate (checkbox). The 'Financial Aid Application' section has Status (dropdown) and Met Date (calendar). The 'Foundation High School Program' section includes a 'College Career Instruction' checkbox and several rows for coursework completion: Foundation Crswrk, STEM, Public Services, Business and Industry, Multi Disciplinary Studies, and Arts and Humanities, each with a dropdown and a date field. The 'Industry Based Certification' section at the bottom features a table with columns: Delete, Certification, Date Taken, Result, Exam Fee, Vendor Nbr, Background Check Cost, Reimburse, and Enrolled. Two rows of data are visible in the table.

Reported Elements from Graduation:

Element	Code Table	Data Element	ASCENDER Name
E1654	---	IBCExamFeeAmount	Exam Fee  <b>NOTE:</b> This field will be pre-populated if completed on the <b>Credentials or Certification</b> tab on <i>Graduation Plan &gt; Maintenance &gt; District &gt; Tables</i> .
E1655	C226	IBCVendor	Vendor  <b>NOTE:</b> This field will be pre-populated if completed on the <b>Credentials or Certification</b> tab on <i>Graduation Plan &gt; Maintenance &gt; District &gt; Tables</i> .
E1640	C214	PostSecondaryCertificationLicensure	Industry Credentials or Certification  For students who have a graduation plan, this information is entered on <i>Graduation Plan &gt; Maintenance &gt; Student &gt; Individual Maintenance &gt; PGP</i> .
E3030	---	FHSPParticipant	Foundation Coursework
E3029	---	FHSPDistingLevelParticipant	Distinguished Coursework

Element	Code Table	Data Element	ASCENDER Name
E3022	C333	EndorsementPursuing	STEM see <a href="#">EndorsementPursuing</a>
E3022	C333	EndorsementPursuing	Public Services see <a href="#">EndorsementPursuing</a>
E3022	C333	EndorsementPursuing	Business and Industry see <a href="#">EndorsementPursuing</a>
E3022	C333	EndorsementPursuing	Multi Disciplinary Studies see <a href="#">EndorsementPursuing</a>
E3022	C333	EndorsementPursuing	Arts and Humanities see <a href="#">EndorsementPursuing</a>
E3021	C332	EndorsementCompleted	---

7. [Registration](#) > [Maintenance](#) > [Student Enrollment](#) > [W/R Enroll](#)

The screenshot displays the 'W/R ENROLL' section of a software interface. At the top, there are navigation tabs: DEMO1, DEMO2, DEMO3, AT RISK, CONTACT, **W/R ENROLL**, SPEC ED, G/T, BIL/ESL, TITLE I, PRS, LOCAL PROGRAMS, and PK ENROLL. 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, Comnts, and Res Fac. A single row of data is visible, with values: 001, 08-09-2021, --, 1, 1, 12, 1, 01, 00, --, , and . Below the table is a form with the following fields: Campus (001), Entry Date (08-09-2021), Exit Date (--), Reason (+33), Status Cd (1), Exclusion Code, Grade Level (12), Eligibility Code (1), Track (01), Attribution Cd (00), Camp Resid (--), CTE Elig () and Residential Facility ().

DEMO1 DEMO2 DEMO3 AT RISK CONTACT W/R ENROLL SPEC ED G/T BIL/ESL TITLE I PRS LOCAL PROGRAMS PK ENROLL

Delete	Details	Campus	Entry Date	Exit Date	Reason	Status	Exclusion	Grade	Elig Cd	Track	Attrib Cd	Camp Res	CTE Elig	Comnts	Res Fac
		001	08-09-2021	--		1		12	1	01	00	--	<input checked="" type="checkbox"/>		<input type="checkbox"/>

Campus:  Status Cd:  Track:  Residential Facility:   
 Entry Date:  Exclusion Code:  Attribution Cd:   
 Exit Date:  Grade Level:  Camp Resid:   
 Reason:  Eligibility Code:  CTE Elig:

0 : Enrolled, Not in Membership  
 1 : Eligible for Full Day Attend  
 2 : Eligible for Half Day Attend  
 3 : Eligible transfer - Full Day

**Reported Elements from W/R Enroll:**

Element	Code Table	Data Element	ASCENDER Name
E3023	---	EntryDate	Entry Date
E0975	---	CalendarCode	Track
E0017	---	GradeLevel	Grade Level
E0936	---	TotalIneligibleDaysPresent	---

**To make a Status Change:**

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

- o 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.
- o The fields below the grid are enabled. The fields display the data from the previous row by default.

2. Modify any information that changed for the entry date.

3. Click Save to save the status change.

**NOTE:** If the entry date and exit date are the same on the row, this button is not available.

8. [Registration > Maintenance > Student Enrollment > SpecEd](#)

**Reported Elements from SpecEd:**

Element	Code Table	Data Element	ASCENDER Name
E0173	C035	InstructionalSetting	Instrl Set
E0833	C067	RegionalDaySchoolProgramForDeaf	Regional Day School Deaf
E1527	---	LEAofRDSPDService	Fiscal Agent
E0882	---	MultiplyDisabled	Multi Dis
E3039	---	OrderofDisability	Prim Dis, Sec Dis, Tert Dis

9. [Registration > Maintenance > Student Enrollment > G/T](#)

**Reported Element from G/T:**

Element	Code Table	Data Element	ASCENDER Name
E3063	C344	StudentCharacteristic	Gift/Talent see <a href="#">StudentCharacteristic</a>

10. [Registration > Maintenance > Student Enrollment > Bil/ESL](#)

**Reported Elements from Bil/ESL:**

Element	Code Table	Data Element	ASCENDER Name
E0790	C061	EmergentBilingualIndicator	EB Cd
E0938	---	TotalEligBilingualESLDaysPresent	Entry/Exit Date
E1651	C225	BilingualESLFunding	Bil/ESL Fund Cd

11. [Registration > Maintenance > Student Enrollment > Title I](#)

**Reported Elements from Title I:**

Element	Code Table	Data Element	ASCENDER Name
E0894	C122	TitleIPartAParticipant	Title I Code

**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-INDICATOR-CODE 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*.

Title 1 Code:

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

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

3. Click **Execute**.

12. [Registration > Maintenance > Student Enrollment > PRS](#)

The screenshot shows a table with columns: Delete, Campus, Entry Date, Exit Date, Reason, PRS, CEHI, CTE Elig. The row for campus 001 has an entry date of 08-20-2020, an exit date of --, and checked boxes for PRS, CEHI, and CTE Elig.

**Reported Elements from PRS:**

Element	Code Table	Data Element	ASCENDER Name
E3063	C344	StudentCharacteristic	PRS see <a href="#">StudentCharacteristic</a>
E0939	---	TotalEligPregRelSvcsDaysPresent	Entry/Exit Date and CEHI

13. [Registration > Maintenance > Student Enrollment > Local Programs](#)

**NOTE:** ECHS, T-STEM, P-TECH, 504, Intervention Strategies, and any needed crisis codes should be set up as local programs on **Registration > Maintenance > Campus Profile > Campus Local Program Codes**. The student should have a row on the Local Programs tab where the **Local Program** field is set to the local code for ECHS, T-STEM, P-TECH, 504, Intervention Strategies, or the crisis code if applicable.

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

Local Programs for TEA

Delete	Campus	Entry Date	Exit Date	Reason	Local Program	TEA Code	Code 1	Code 2	Code 3	Code 4
	103	08-17-2022	--			13				

Add

---

Other Local Programs

Delete	Campus	Entry Date	Exit Date	Reason	Local Program	Code 1	Code 2	Code 3	Code 4
no rows									

Add

**Reported Elements from Local Programs:**

Element	Code Table	Data Element	ASCENDER Name
E3063	C344	StudentCharacteristic	Local Program see <a href="#">StudentCharacteristic</a>
E0266	---	SchoolId	Campus  NOTE: IGC should be set up as a local program on Registration > Maintenance > Campus Profile > Campus Local Program Codes. The student should have a row on the Local Programs tab with a row where Local Program is set to the local code for IGC if applicable.
E1563	---	IndividualGraduationCommitteeReview	Local Program

14. [Registration > Maintenance > Student Enrollment > PK Enroll](#)

**Reported Elements from PK Enroll:**

Element	Code Table	Data Element	ASCENDER Name
E1078	C185	PKProgramType	PK Program Code
E3044	C186	PKFundingSource	PK Funding Source
E3040	---	OrderOfPKFundingSource	

15. [Registration > Maintenance > Non-Enrolled Student > Demo](#)

**Reported Elements from Demo:**

Element	Code Table	Data Element	ASCENDER Name
E0017	C050	GradeLevel	Grade
E0703	---	FirstName	Name - First
E0704	---	MiddleName	Name - Middle
E0705	---	LastSurname	Name - Last
E0706	C012	GenerationCode	Legal - Generation
E0004	C013	Sex	Sex
E0006	---	BirthDate	DOB
E0001	---	StudentId	SSN
E1523	---	StudentUniqueld	Texas Unique Student
E1064	---	HispanicLatinoEthnicity	Hispanic/Latino

Element	Code Table	Data Element	ASCENDER Name
E3050	C304	Race	American Indian/Alaskan Native
E3050	C304	Race	Asian
E3050	C304	Race	Black African American
E3050	C304	Race	Hawaiian/Pacific Islander
E3050	C304	Race	White

16. [Registration > Maintenance > Non-Enrolled Student > UIL Activity](#)



**Reported Elements from UIL Activity:**

Element	Code Table	Data Element	ASCENDER Name
E1739	C234	NonEnrolledStudentUILActivity	UIL Activity Code
E0266	---	SchoolId	Campus
E3010	---	BeginDate	Begin Date
E3020	---	EndDate	End Date

**Reported Elements from UIL Activity:** reported in the following:

- [Student Entity](#)
- [School Entity](#)

17. [Registration > Utilities > Excessive Unexcused Absence Indicator](#)

This utility sets the **Excessive Unexcused Absence Indicator**, campus and date on Registration > Maintenance > Student Enrollment > Demo3 for all students with 10 or more unexcused absences.

If unexcused absences are removed and a student no longer has 10 or more unexcused absences, running the utility again will remove the current **Excessive Unexcused Absence Indicator**.

It is recommended to run the utility weekly or at least every six weeks.

**Excessive Unexcused Absence Indicator will be set if a student has 10 or more days of unexcused absences within a 6 month period.**

**Selection**

Select Campus: 001 ▼

Execute

### Run utility

- Select campus in the from the **Select Campus** drop-down menu.
- Click **Execute**.

### Run report

Run Attendance report SAT2500 - Truancy Report to verify students that have 10 or more unexcused absences. Each day with at least one unexcused absence for at least one period counts as one of the 10 or more days.

Date Run: 4/1/2025 11:55 AM		Truancy by Student and Date										Program ID: SAT2500			
Cnty-Dist: 001-905		001 School										Page: 1 of 174			
Campus: 001		Sch Year: 2025													
		From 9/2/2024 To 4/1/2025													
Student ID	Name	Class Periods										Daily Totals			
Active	Grd	Date	Camp	Trk	01	02	03	04	05	06	07	08	A	U	
	11	09/06/2024	001	00				U	U		U	U	U	0	5
	11	09/09/2024	001	00								U	0	1	
	11	09/17/2024	001	00	U	U	U	U		U	U	U	0	7	
Period Totals					1	1	2	2		3	2	2	0	13	
													A	U	
	11	09/13/2024	001	00	A								1	0	
	11	09/16/2024	001	00	U	U	U			U	U	U	0	6	
Period Totals					2	1	1			1	1	1	1	6	
													A	U	
	10	09/09/2024	001	00			U						0	1	
	10	09/10/2024	001	00	A	A	A	A	A	A	A	A	8	0	
Period Totals					1	2	1	1	1	1	1	1	8	1	

### Special Education

- [Special Education Reports](#)

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

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 Campus: 001 Pvl Disab: 06 Instr Set: 44
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

Ensure all special education restraints have been entered.

**NOTE:** Special Education students that are restrained for disciplinary reasons should not appear on this report. Those restraints should be entered in **Discipline**.

- [Special Education > Maintenance > Student Sp Ed Data > Current Year > Child Restraint](#)

DEMOGRAPHIC DATA	PROGRAM INFORMATION	DATES	CHILD RESTRAINT	INSTRUCTORS
Child Restraint				
Delete	Details	Cnty Dist Restraint	Campus ID	Date/Time
		964964	001	Tue Jan 18 15:00:03 CST 2022
				Period Instance Nbr Restraint Reason Restraint Type
				4 06 P

**Reported Elements from Child Restraint:** reported in the [RestraintEvent Entity](#).

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**.

- EventDate **Restraint Date** (E3027)

- ReportingPeriod **Reporting Period** (E0934) (Descriptor table: C130)
- RestraintEventReason **Restraint Reason** (E1033) (Descriptor table: C173)
- RestraintEventIdentifier **Restraint Instance Nbr** (E1035)
- InstructionalSetting **Instructional Setting** (E0173) (Descriptor table: C035)

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





## Back Cover