



## **Discipline (Summer)**



# Table of Contents

**Discipline (Summer)** ..... 1



# Discipline (Summer)

**State Reporting > Maintenance > Summer > Student > Discipline**

Update data for the *StudentDisciplineIncidentAssociationExtension* complex type as needed.

The *StudentDisciplineIncidentAssociationExtension* complex indicates students related to a discipline incident who were victims, perpetrators, witnesses, and/or reporters.

[Cross reference for Student Discipline tab:](#)

State Reporting Field	Element	ASCENDER Field(s)
<b>Discipline &gt; Maintenance &gt; Student &gt; Maintenance</b>		
<b>Campus of Disciplinary Assignment</b>	CAMPUS-ID-OF-DISCIPLINARY-ASSIGNMENT (E1003)	<b>Campus Assignment</b>
<b>Action Number</b>	DISCIPLINARY-ACTION-NUMBER (E1004)	<b>Action Nbr</b>
<b>Action Code</b>	DISCIPLINARY-ACTION-CODE (E1005) (Code table: C164)	<b>Act</b>
<b>Action Reason</b>	DISCIPLINARY-ACTION-REASON-CODE (E1006) (Code table: C165)	<b>Offense Description</b>
<b>Official Length of Assignment</b>	OFFICIAL-LENGTH-OF-DISCIPLINARY-ASSIGNMENT (E1007)	<b>Official Length</b>
<b>Actual Length of Assignment</b>	ACTUAL-LENGTH-OF-DISCIPLINARY-ASSIGNMENT (E1008)	<b>Actual Length</b>
<b>Length Difference Reason</b>	DISCIPLINARY-LENGTH-DIFFERENCE-REASON-CODE (E1009) (Code table: C166)	<b>Diff Code</b>
<b>Incident Number</b>	DISCIPLINARY-INCIDENT-NUMBER (E1016)	<b>Incident Nbr</b>
<b>Report Period</b>	REPORTING-PERIOD-INDICATOR-CODE (E0934) (Code table: C130)	<b>Reporting Period</b>
<b>Date of Disciplinary Action</b>	DATE-OF-DISCIPLINARY-ACTION (E1036)	<b>Discp Actn Date</b>
<b>Campus of Disciplinary Responsibility</b>	CAMPUS-ID-OF-DISCIPLINARY-RESPONSIBILITY (E1037)	<b>Campus Resp</b>
<b>Behavior Location Code</b>	BEHAVIOR-LOCATION-CODE (E1083) (Code table: C190)	<b>Location of Incident</b>
<b>Registration &gt; Maintenance &gt; Student Enrollment &gt; W/R Enroll</b>		
<b>Campus of Enrollment</b>	CAMPUS-ID-OF-ENROLLMENT (E0782)	<b>Entry/Exit Date</b>

**Modify a record:**

[Select a student](#)

To retrieve a student's records, select the student in one of the following ways:

<b>Stu ID</b>	Begin typing the student ID. As you begin typing the student ID, a drop-down list displays students whose ID matches the numbers you have typed. The drop-down list displays the students' full name and grade level. From the drop-down list you can select the student.
<b>Stu Name</b>	Begin typing the student's name in one of the following formats: <ul style="list-style-type: none"> <li>• Last name, comma, first name</li> <li>• Last name initial, comma, first name initial</li> </ul> <p>As you begin typing the name, a drop-down list displays students whose names match the letters you have typed. The drop-down list also displays student IDs, and grade levels. From the drop-down list you can select the student.</p>
<b>Texas Unique Stu ID</b>	Begin typing the student's Texas Unique Student ID. As you begin typing the ID, a drop-down list displays students whose ID matches the numbers you have typed. The drop-down list also displays student's last name, first name, middle name, and grade level. From the drop-down list you can select the student.
<b>Directory</b>	Click <b>Directory</b> to select a student from the <a href="#">directory</a> .

Click **Retrieve** to retrieve the selected student.

Click **+Add** to add a blank row.

<b>Campus of Enrollment</b>	CAMPUS-ID-OF-ENROLLMENT (E0782)  Type or select the ID for the campus at which a student is enrolled.  For the fall submission (S1), the field should be blank unless you are reporting students with as-of-status code C, E, or G.  For the summer submission (S3), the campus of enrollment should always be blank.  For the extended submission (S4), the campus of enrollment is required and allowed only for students participating in the bilingual/ESL summer school program.
<b>Campus of Disciplinary Assignment</b>	CAMPUS-ID-OF-DISCIPLINARY-ASSIGNMENT (E1003)  Type the nine-digit ID (CCCDDDXXX, where CCC is the county, DDD is the district, and XXX is the campus ID) of the campus where the student was placed for disciplinary reasons.
<b>Action Number</b>	DISCIPLINARY-ACTION-NUMBER (E1004)  Type a number to identify the disciplinary action, up to three digits. The number allows you to differentiate between two or more disciplinary actions with identical student IDs and campus IDs of enrollment.
<b>Action Code</b>	DISCIPLINARY-ACTION-CODE (E1005) Code table: C164  Select the code indicating the disciplinary action taken in response to the discipline offense.

<b>Action Reason</b>	DISCIPLINARY-ACTION-REASON-CODE (E1006) Code table: C165  Select the code indicating the reason for the disciplinary action.
<b>Official Length of Assignment</b>	OFFICIAL-LENGTH-OF-DISCIPLINARY-ASSIGNMENT (E1007)  Type the official length in whole days of the student's disciplinary assignment.
<b>Actual Length of Assignment</b>	ACTUAL-LENGTH-OF-DISCIPLINARY-ASSIGNMENT (E1008)  Type the actual length in whole days of the student's disciplinary assignment.
<b>Length Difference Reason</b>	DISCIPLINARY-LENGTH-DIFFERENCE-REASON-CODE (E1009) Code table: C166  If there is a difference between the official and actual lengths of assignment, select the code indicating the reason for the difference.
<b>Incident Number</b>	DISCIPLINARY-INCIDENT-NUMBER (E1016)  Type a number for the incident, up to six digits.
<b>Report Period</b>	REPORTING-PERIOD-INDICATOR-CODE (E0934) Code table: C130  Select the period for which the data is being reported.
<b>Date of Disciplinary Action</b>	DATE-OF-DISCIPLINARY-ACTION (E1036)  Type the date on which the disciplinary assignment was ordered. This may or may not be the date on which the disciplinary infraction occurred or the disciplinary assignment begins. Use the MMDDYYYY format.
<b>Campus of Disciplinary Responsibility</b>	CAMPUS-ID-OF-DISCIPLINARY-RESPONSIBILITY (E1037)  Type the nine-digit ID (CCDDDDXXX, where CCC is the county, DDD is the district, and XXX is the campus ID) of the campus at which the student was enrolled when the incident occurred.
<b>Behavior Location Code</b>	BEHAVIOR-LOCATION-CODE (E1083) Code table: C190  Select the code for the location in which the discipline incident occurred.

Click **Save**.

**Add**

[Add a student.](#)

Click to add a student who does not already exist in ASCENDER State Reporting tables. Manual entry of a student is rare and generally only needed when a district is using ASCENDER State Reporting only. Most districts extract the data from ASCENDER. If you add or modify a student record in ASCENDER State Reporting, you should also update in ASCENDER (live).

<b>State Stu ID</b>	<p>This field is required only if you are adding a new student in State Reporting. Otherwise, the ID is extracted from Registration and not editable.</p> <ul style="list-style-type: none"> <li>• The first character must start with S or 0-8.</li> <li>• The first three characters cannot be 000, 666, or 900-999.</li> <li>• The middle digits (4th and 5th digit) cannot be 00.</li> <li>• The last four digits cannot be 0000.</li> <li>• The number cannot be 123456789, 219099999, or 078051120.</li> </ul>
---------------------	--

The following fields are required:

Fall	Summer	Extended
<ul style="list-style-type: none"> <li>• <b>State Stu ID</b></li> <li>• <b>First Name</b></li> <li>• <b>Last Name</b></li> <li>• <b>Sex</b></li> <li>• <b>Date of Birth</b></li> <li>• <b>Grade Level</b></li> <li>• At least one race must be selected.</li> <li>• <b>TX Unique Student ID</b></li> <li>• <b>Attribution Code</b></li> <li>• <b>Economic Disadvantage</b></li> <li>• <b>Homeless Status</b></li> <li>• <b>Asylee/Refugee</b></li> <li>• <b>As of Status</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>State Stu ID</b></li> <li>• <b>First Name</b></li> <li>• <b>Last Name</b></li> <li>• <b>Sex</b></li> <li>• <b>Date of Birth</b></li> <li>• <b>Grade</b></li> <li>• At least one race must be selected.</li> <li>• <b>TX Unique Student ID</b></li> <li>• <b>Attribution Code</b></li> <li>• <b>Economic Disadvantage</b></li> <li>• <b>Homeless Status</b></li> <li>• <b>Asylee/Refugee</b></li> <li>• <b>As of Status</b></li> <li>• <b>Campus</b></li> <li>• <b>Foundation Coursework</b></li> <li>• <b>Unaccompanied Youth Status</b> (if <b>Homeless Status</b> is not 0)</li> <li>• <b>Career and Technical Ed</b></li> <li>• <b>Foster Care</b></li> <li>• <b>Military Connected</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>State Stu ID</b></li> <li>• <b>First Name</b></li> <li>• <b>Last Name</b></li> <li>• <b>Sex</b></li> <li>• <b>Date of Birth</b></li> <li>• <b>Grade Level</b></li> <li>• At least one race must be selected.</li> <li>• <b>TX Unique Student ID</b></li> <li>• <b>Foster Care</b></li> </ul>

Click **Save**.

<b>+Add</b>	Add a discipline record for the student.
	<p><a href="#">Delete a row.</a></p> <p>Click  to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved.</p> <p>Click <b>Save</b>.</p>
<b>Delete</b>	<p><a href="#">Delete all of the student's records.</a></p> <p>Click <b>Delete</b> to delete all of the student's records. A confirmation message is displayed.</p> <p>Click <b>OK</b> to continue. Otherwise, click <b>Cancel</b>.</p>
<b>Change ID</b>	<p><a href="#">Change the student's ID.</a></p> <p>The <b>Change ID</b> button is disabled until a student is retrieved on the page.</p> <p>Retrieve a student, and click <b>Change ID</b>. The <b>Change Student ID</b> section is displayed at the top of the page.</p> <p>In the <b>New Student ID</b> field, type a valid social security number that you would like to change the existing ID to, and then click <b>Submit</b>.</p> <p>The <b>Change Student ID</b> dialog box is displayed prompting you to review the change ID request information and accept the information if it is correct.</p> <p>Click <b>OK</b> to continue. Otherwise, click <b>Cancel</b>.</p>



## Back Cover