



ASCENDER GUIDES



Flexible Attendance (Summer)

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State Reporting > Maintenance > Summer > Student > Flexible Att

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

The *SpecialProgramsReportingPeriodAttendanceExtension* complex represents the recording of attendance for a student's special programs reporting period.

Cross reference for Flexible Attendance tab:

State Reporting Field	Element	ASCENDER Field(s)
Attendance > Maintenance > Campus > Campus Calendar		
Report Period	REPORTING-PERIOD-INDICATOR-CODE (E0934) (Code table: C130)	Track Begin School Begin Cycle
Days Taught	NUMBER-DAYS-TAUGHT (E0935)	Mem Days
Registration > Maintenance > Student Enrollment > W/R Enroll		
Campus	CAMPUS-ID-OF-ENROLLMENT (E0782)	Entry/Exit Date
Attendance > Maintenance > Flexible Attendance > Weekly Register Worksheet		
Grade	GRADE-LEVEL-CODE (E0017) Code table: C050	Grd Lvl
Track	INSTRUCTIONAL-TRACK-INDICATOR-CODE (E0975)	Track
Flexible Attendance Program	FLEXIBLE-ATTENDANCE-PROGRAM-TYPE-CODE (E1045) (Code table: C177)	Flex Att Program
Eligible Minutes Present	FLEX-ATTEND-TOTAL-ELIGIBLE-MINUTES-PRESENT (E1046)	Elig Mins
Ineligible Minutes Present	FLEX-ATTEND-TOTAL-INELIGIBLE-MINUTES-PRESENT (E1047)	InElig Mins
PRS Days	FLEX-ATTEND-TOTAL-PRS-DAYS-ELIGIBLE (E1048)	PRS Mins
Special Ed Days	FLEX-ATTEND-TOTAL-SP-ED-MAINSTREAM-DAYS-ELIGIBLE (E1049)	Total Sp Ed Mins for the same track, grade level, Flex Att Program code, and reporting period divided by 240

State Reporting Field	Element	ASCENDER Field(s)
Bilingual ESL Days	FLEX-ATTEND-TOTAL-BILINGUAL/ESL-DAYS-ELIGIBLE (E1050)	Total Bil/ESL Mins for the same track, grade level, Flex Att Program code, and reporting period divided by 240
Gifted and Talented	GIFTED-TALENTED-INDICATOR-CODE (E0034) (Code table: C088)	GT
Primary Disability	PRIMARY-DISABILITY-CODE (E0041)	Primary Dis
Special Education > Maintenance > Student Sp Ed Data > Current Year > Program Information		
Multiply Disabled	MULTIPLY-DISABLED-INDICATOR-CODE (E0882) (Code table: C088)	Multi Disability
Registration > Maintenance > Student Enrollment > Bil/ESL		
EB	EMERGENT-BILINGUAL-INDICATOR-CODE (E0790) (Code table: C061)	EB Cd
Registration > Maintenance > Student Enrollment (Directory)		
Local ID	LOCAL-STUDENT-ID (E0923)	Campus ID plus student ID (most current campus of enrollment for the school year)

Modify a record:

Select a student

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

Stu ID	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.
Stu Name	<p>Begin typing the student's name in one of the following formats:</p> <ul style="list-style-type: none"> • Last name, comma, first name • Last name initial, comma, first name initial <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>

Texas Unique Stu ID	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.
Directory	Click Directory to select a student from the directory .

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

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

Campus	CAMPUS-ID-OF-ENROLLMENT (E0782) Type or select the three-digit campus ID.
Grade	GRADE-LEVEL-CODE (E0017) Code table: C050 Select the student's current grade level.
Track	INSTRUCTIONAL-TRACK-INDICATOR-CODE (E0975) Code table: C141 Select the campus calendar track to which the student is assigned.
Report Period	REPORTING-PERIOD-INDICATOR-CODE (E0934) Code table: C130 Select the period for which the data is being reported.
Flexible Attendance Program	FLEXIBLE-ATTENDANCE-PROGRAM-TYPE-CODE (E1045) Code table: C177 Select the code indicating whether the student's flexible attendance is related to the OFSDP (Optional Flexible School Day Program) or the HSEP (High School Equivalency Program).
Days Taught	NUMBER-DAYS-TAUGHT (E0935) Type the number of days of instruction offered per the school calendar during the selected Report Period .
Eligible Minutes Present	FLEX-ATTEND-TOTAL-ELIGIBLE-MINUTES-PRESENT (E1046) Type the total number of minutes the student was present and eligible for Foundation School Program funding during the selected reporting period. Report minutes in whole numbers only, rounded down to the nearest minute. The minimum is 45 minutes per reporting period.
Ineligible Minutes Present	FLEX-ATTEND-TOTAL-INELIGIBLE-MINUTES-PRESENT (E1047) Type the number of minutes the student was present but ineligible for Foundation School Program funding during the selected reporting period, up to five digits. Report minutes in whole numbers only, rounded down to the nearest minute. The minimum is 45 minutes per reporting period.

PRS Days	FLEX-ATTEND-TOTAL-PRS-DAYS-ELIGIBLE (E1048) Type the total number of days the female student was eligible for Compensatory Education Home Instruction (CEHI) and and/or pregnancy-related services (PRS) during the specified Report Period .
Special Ed Days	FLEX-ATTEND-TOTAL-SP-ED-MAINSTREAM-DAYS-ELIGIBLE (E1049) Type the total number of days the student with a special education individualized education program (IEP), which provided for the mainstream instructional arrangement/setting (Instr Set = 40), was eligible for the instructional arrangement/setting during the reporting period.
Bilingual ESL Days	FLEX-ATTEND-TOTAL-BILINGUAL/ESL-DAYS-ELIGIBLE Bilingual (E1050) Type the total number of days the student was eligible to participate in the state-approved bilingual/ESL program during the reporting period.
G/T	GIFTED-TALENTED-INDICATOR-CODE (E0034) Select if the student is participating in a state-approved gifted and talented program.
Primary Disability	PRIMARY-DISABILITY-CODE (E0041) Code table: C053 Click  to select the code indicating the student's primary disability as recorded in the student's Individualized Education Program (IEP). Rule 41163-0003: At least one disability must be selected for a special education student.
Multiply Disabled	MULTIPLY-DISABLED-INDICATOR-CODE (E0882) Code table: C088 Select if the student was designated by the Admission, Review, and Dismissal (ARD) committee as multiply disabled during the reporting period.
LEP	EMERGENT-BILINGUAL-INDICATOR-CODE (E0790) Code table: C061 Select the year of monitoring, if the student has been identified as emergent bilingual (EB) during the reporting period.
Local ID	LOCAL-STUDENT-ID (E0923) (Optional) Type the student's local ID number as assigned by the district. This is a nine-digit number, the first three digits of which are the campus ID followed by the student ID.

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).

State Stu ID	<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"> • The first character must start with S or 0-8. • The first three characters cannot be 000, 666, or 900-999. • The middle digits (4th and 5th digit) cannot be 00. • The last four digits cannot be 0000. • The number cannot be 123456789, 219099999, or 078051120.
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The following fields are required:

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

Click **Save**.

	<p>Delete a row.</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 Save.</p>
Delete	<p>Delete all of the student's records.</p> <p>Click Delete to delete all of the student's records. A confirmation message is displayed.</p> <p>Click OK to continue. Otherwise, click Cancel.</p>
Change ID	<p>Change the student's ID.</p> <p>The Change ID button is disabled until a student is retrieved on the page.</p> <p>Retrieve a student, and click Change ID. The Change Student ID section is displayed at the top of the page.</p> <p>In the New Student ID field, type a valid social security number that you would like to change the existing ID to, and then click Submit.</p> <p>The Change Student ID dialog box is displayed prompting you to review the change ID request information and accept the information if it is correct.</p> <p>Click OK to continue. Otherwise, click Cancel.</p>



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