



guide_summer_verify_txeis_data_stu_student_attendance

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Complex Type: **BasicReportingPeriodAttendanceExtension**

Description: Represents the recording of a student's regular reporting period attendance.

The following elements from the *BasicReportingPeriodAttendanceExtension* complex type are included in Submission 3:

- GRADE-LEVEL-CODE (E0017) - Described previously.
- INSTRUCTIONAL-TRACK-INDICATOR-CODE (E0975) - Described previously.
- REPORTING-PERIOD-INDICATOR-CODE (E0934) - Described previously.
- NUMBER-DAYS-TAUGHT (E0935) - Described previously.
- TOTAL-ELIGIBLE-DAYS-PRESENT (E0937) is the total number of days the student was present and eligible for Foundation School Program funding during a particular reporting period. This is calculated as the number of days the student was enrolled in the reporting period minus the number of days the student was absent.
- ATTENDANCE-EVENT-INDICATOR (E1085) is the attendance event type (i.e., Regular, Bilingual, CTE, ESL, PRS, Special Ed, Flexible-Regular, Flexible-Bilingual, Flexible-CTE, Flexible-ESL, Flexible-PRS, Flexible-Special Ed). **This is hard coded in the program according to the code table C188.**

Registration > Maintenance > Student Enrollment > W/R Enroll

□ TOTAL-INELIGIBLE-DAYS-PRESENT (E0936) is the total number of days the student was present but ineligible for Foundation School Program funding during a particular reporting period. This is a count of the days the student was enrolled in school but not eligible for membership.

Attendance > Maintenance > Student > Student Inquiry > Cumulative

Count of Absences												
Count of Tardies		Attendance By Date		Attendance Audit		District Yearly Count		Letter Control		Cumulative		
Date Run: [REDACTED]				Cumulative Absences				Program ID: STA0030				
Cnty-Dist: 925-925				101 School				Page: 1 of 1				
As of Date: [REDACTED]				Grade: 01								
Student ID: 981396 AGUERO-MUNOZ, LAILA L												
Sch Year	Cyc	Campus	Track	ADA Per	Days Taught	Days Mbrshp	Exc	Abs	Unex Abs	Total Abs	Days Present	% of Att
2020	1	101	01	02	29	29	0	2	2	27	93%	
2020	2	101	01	02	24	24	2	0	2	22	92%	
2020	3	101	01	02	27	27	1	0	1	26	96%	
2020	4	101	01	02	31	31	0	0	0	31	100%	
2020	5	101	01	02	29	12	0	0	0	12	100%	
2020	6	101	01	02	32	0	0	0	0	0	0	
Totals:						123	3	2	5	118	96%	
2019	1	101	01	02	29	29	0	0	0	29	100%	
2019	2	101	01	02	24	24	0	0	0	24	100%	

TOTAL-DAYS-ABSENT (E0036) is the total number of days the student was absent during a particular reporting period.

Registration > Maintenance > Student Enrollment > PK Enroll

Demo1 Demo2 Demo3 At Risk Contact W/R Enroll SpecEd G/T Bil/ESL Title I PRS Generic PK Enroll												
Delete	Details	Campus	Entry Date	Exit Date	Reason	PK Program Cd	PK Funding Source	PK Secondary Funding				
		101	08-27-2018	--		02	2					

Campus:	<input type="text" value="101"/>	PK Program Code:	<input type="text" value="02"/>
Entry Date:	<input type="text" value="08-27-2018"/>	PK Funding Source:	<input type="text" value="2"/>
Exit Date:	<input type="text" value="--"/>	PK Secondary Funding:	<input type="text"/>
Reason:	<input type="text"/>		

- PK-PROGRAM-TYPE-CODE **PK Program Code** (E1078) is the length of the student’s PK instructional day. The code is required for all PK students reported in Submission 3.
- PRIMARY-PK-FUNDING-SOURCE-CODE **PK Funding Source** (E1079) indicates the primary source of funding for the PK student.
- SECONDARY-PK-FUNDING-SOURCE-CODE **PK Secondary Funding** (E1080) indicates the secondary source of funding for the PK student.

VERIFY DISTRICT POSTING CODES

Attendance > Maintenance > District > Posting Codes

Verify all district posting codes, paying close attention to the ADA Codes.

Save		Print			
Delete	Posting Code	Description	ADA Code	Prepost	Absence Type
	1	Parent Note Excused	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	A ...
	2	Discipline Excused	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	A ...
	3	Discipline Unexcused	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	U ...
	A	Excused absence	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	A ...
	B	Extra Curricular Band	<input type="checkbox"/>	<input checked="" type="checkbox"/>	E ...
	C	Court Appearance	<input type="checkbox"/>	<input type="checkbox"/>	C ...
	D	Student Mentorship Absence	<input type="checkbox"/>	<input type="checkbox"/>	D ...
	E	Extra Curricular Sports	<input type="checkbox"/>	<input checked="" type="checkbox"/>	E ...
	F	Non UIL activity/present	<input type="checkbox"/>	<input checked="" type="checkbox"/>	F ...
	G	Military deployed parent	<input type="checkbox"/>	<input type="checkbox"/>	G ...
	H	Visit Higher Ed Institution	<input type="checkbox"/>	<input checked="" type="checkbox"/>	H ...
	I	Citizen/paperwork/ceremony	<input type="checkbox"/>	<input type="checkbox"/>	I ...
	J	Pursuing Military Enlistment	<input type="checkbox"/>	<input type="checkbox"/>	Q ...
	K	Election clerk	<input type="checkbox"/>	<input checked="" type="checkbox"/>	K ...
	L	DFPS court ordered absence	<input type="checkbox"/>	<input type="checkbox"/>	L ...
	M	Medical Excused	<input type="checkbox"/>	<input type="checkbox"/>	M ...
	O	Present on campus	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N ...
	P	Present	<input type="checkbox"/>	<input checked="" type="checkbox"/>	P ...
	Q	Present at test site	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N ...
	R	Religious Excused	<input type="checkbox"/>	<input type="checkbox"/>	R ...

Registration > Maintenance > Student Enrollment > W/R Enroll

Ensure that valid campus entry and withdrawal dates are entered for all students.

Demo1		Demo2		Demo3		At Risk		Contact		W/R Enroll		SpecEd		G/T		Bil/ESL		Title I		PRS		Generic		PK Enroll	
Delete	Details	Campus	Entry Date	Exit Date	Reason	Status	Exclusion	Grade	Elig Cd	Track	Attrib Cd	Camp Res	CTE Elig	Comn											
		001	08-27-2018	08-27-2018	80	No Show		09	1	01	00	--	<input checked="" type="checkbox"/>												

RUN REPORTS FOR VERIFYING BASIC-REPORTING-PERIOD-ATTENDANCE-EXTENSION COMPLEX TYPE DATA

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

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

Date Run:		Attendance Summary										Program ID:				
Cnty-Dist: 020-020		Agarita High School										SA				
Campus: 001		For: Attendance Track: All										Page: 3				
Student ID	Student Name	Trk	Grd Lvl	Cntrl Nbr	Period = Posting Reason										Student Phone	
					0	1	2	3	4	5	6	7	8	9	10	
091347	Aguilar, Frank N	01	09			U	U	U	U	U	U	U	U	U	U	(555) 557-9853
092528	Aguilar, Joshua Z	01	10	413		M	M	M	M	M	M	M	M	M	M	
018608	Aguinaga, Saleen A	01	12	855		U	U	U	U	U	U	U	U	U	U	(555) 257-0858
091626	Balderas Escalante, Samiel I	02	09	207		U										(555) 472-8983
024341	Cardoza, Mercedes A	01	09			J	J	J	J	J	J	J	J	J	J	(555) 431-9637
024001	Carey, Madeline M	01	10	117		U	U	U	U	U	U	U	U	U	U	(555) 269-8782
017096	Conley, Arturo A	01	10	413		2	2	2	2							(555) 401-7841
018495	Pacheco, Alexis M	01	10	115		U	U	U	U	U	U	U	U	U	U	(555) 542-4316
311926	Quevedo Martinez, Josue I	01	12	135		G	G	G								(492) 086-7986
092265	Talamantez, Jennifer R	02	12	432		U	U	U		1	1	1	1			(147) 298-3464
390000	Talamantez, Kamrie J	02	11	234		U										(555) 541-7962
372501	Wahrmund, Joe A	01	10	111		G	G	G								(555) 620-0484

Period		1	2	3	4	5	6	7	8	9	10
Total Excused Absences	(A)	1	1	1	1	1	1	1	1	0	0
Total Unexcused Absences	(U)	8	6	6	5	5	5	5	5	3	0
Total Excused From Class	(E)	0	0	0	0	0	0	0	0	0	0
Total Tardy	(T)	0	0	0	0	0	0	0	0	0	0
Total Medical Excused	(M)	1	1	1	1	1	1	1	1	1	1
Total Religious Holiday	(R)	0	0	0	0	0	0	0	0	0	0
Total Screening-Medicaid	(S)	0	0	0	0	0	0	0	0	0	0
Total Mentorship	(D)	0	0	0	0	0	0	0	0	0	0
Total School related non-UIL	(F)	0	0	0	0	0	0	0	0	0	0

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

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 PDM3-130-001, PDM3-130-004, and PDM3-130-005.
- Table II can be used to verify CTE contact hours.
- Table III can be used to verify special education data.
- Table IV can be used to verify G/T data.

State Reporting

Mockingbird ISD Agarita High School		Table I Campus Summary Report - Student Attendance and Contact Hours by Cycle For School Year					
Cycle 3 Reporting Period	Dates Covered	Grade 6	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11
A Number of Days Taught -							
B Tot Days Membership - All Students	0.00	0.00	0.00	0.00	0.00	0.00	0.00
C Tot Days Absent - All Students	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
E Ineligible Days Present	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
G Eligible Days Bilingual/ESL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
H Eligible Days Pg Related Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
I Eligible Days Sp. Ed. Mainstream	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Q Percent Attendance	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
All Grades	Total						
J Refined ADA - Bilingual/ESL (G/A)	0.00						
K Refined ADA - Sp. Ed. Mainstream (I/A)	0.00						
M Career & Technology FTE (T / (6 * A))	0.00						
N Special Education FTE (U / (6 * A))	0.00						
O Regular Program Refined ADA (P - R)	0.00						
P Refined ADA (F/A)	0.00						

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

TEXAS ISD 2Sem/3Cyc High School		Table III 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		

State Reporting

TEXAS ISD 2Sem/3Cyc High School		Table IV 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	

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

MOCKINGBIRD ISD AGARITA HIGH SCHOOL	Oaths and Affidavits 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

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.

Date Run: Campus Multi-track Summary Report - Student Attendance and Contact Hours by Cycle		Program ID: SAT0920						
Cnty-Dist: 020-020		For School Year						
Campus: 001		Mockingbird ISD / Agarita High School						
Cycle: 3		Table 1						
Reporting Period for Cycle 3		Dates Covered:						
A. Grade Level	EE	PK	K3	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
C. Tot Days Absent - All Students	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
D. Tot Days Present - All Students (B - C)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E. Ineligible Days Present	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
F. Total Eligible Days Present (D - E)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
G. Eligible Days Bilingual/ESL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
H. Eligible Days Pq Related Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
I. Eligible Days Sp. Ed. Mainstream	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Q. Percent Attendance	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A. Grade Level	Grade 6	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12	Total
B. Tot Days Membership - All Students	0.00	0.00	0.00	16,473.00	13,623.00	13,690.00	23,066.00	66,842.00
C. Tot Days Absent - All Students	0.00	0.00	0.00	37.00	18.00	12.00	16.00	83.00
D. Tot Days Present - All Students (B - C)	0.00	0.00	0.00	16,436.00	13,605.00	13,678.00	23,040.00	66,759.00
E. Ineligible Days Present	0.00	0.00	0.00	0.00	0.00	0.00	28.00	28.00
F. Total Eligible Days Present (D - E)	0.00	0.00	0.00	16,436.00	13,605.00	13,678.00	23,012.00	66,731.00
G. Eligible Days Bilingual/ESL	0.00	0.00	0.00	1,419.00	616.00	924.00	1,624.00	4,583.00
H. Eligible Days Pq Related Services	0.00	0.00	0.00	20.00	0.00	28.00	28.00	76.00
I. Eligible Days Sp. Ed. Mainstream	0.00	0.00	0.00	363.00	700.00	1,058.00	1,707.00	3,828.00
Q. Percent Attendance	0.00%	0.00%	0.00%	99.78%	99.87%	99.91%	99.93%	99.98%
All Grades	Total							
J. Refined ADA - Bilingual/ESL	163.69							
K. Refined ADA - Sp. Ed. Mainstream	136.71							
M. Career & Technology FTE	815.37							
N. Special Education FTE	0.00							
Q. Regular Program Refined ADA (P - R)	1,566.52							

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

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.

Date Run:		Entry / Withdrawal Summary For This Period Thru 05/15/2020							Program ID: SAT1700			
Campus: 001 Track: 01		001 School							Page: 1 of 10			
Cnty-Dist: 925-925		Sch Year:										
School Began: 08/26/2019		Begin Range: 08/26/2019					End Range: 05/15/2020					
Student ID	Cntrl	Last Name	First Name	MI	Entry Date	Wd Date	Wd Cd	Mem	Grade	Sex	Ada Elig	Date of Birth
981320		AUSTERMILLER	VANIA			08/27/2019	80	1.0	09	F	1	04/27/2005
983081	902	BENDELE	TRISTA	A	01/13/2020	01/28/2020	98	11.0	11	F	1	10/11/2001
982111	602	BILLALOBOS	SOLEIL	M	09/10/2019			156.0	11	F	1	10/11/2002
993099	503	BOCANEGRA	LAZARO			09/19/2019	49	17.0	09	M	1	09/21/2004
993099	503	BOCANEGRA	LAZARO		01/31/2020			68.0	09		1	
993129	404	BRIDGES	KAYLA	C	09/09/2019			157.0	11	F	1	01/29/2003
983152		BRONN	EVELYNITZEL	E	02/05/2020			65.0	10	F	1	08/25/2003

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

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.

Date Run:		Daily Attendance Summary				Program ID: SAT0400			
Cnty-Dist: 020-020		Agarita High School				Page: 6 of 112			
Campus: 001 Track: 01		Sch Year:				Sem: 1 Cycle: 3			
Date Range:		to							
Date:	Grade: 09					Total			
1. Beginning Membership							585		
2. New or Reentry Students Today									
3. Total New Or Reentries							0		
4. Total (1+3)							585		
5. Withdrawals									
6. Total Withdrawals							0		
7. Total Closing Membership (4-6)							585		
8. Students Absent Today									
Last Name	First Name	MI	Elg	Cntrl Nbr	Last Name	First Name	MI	Elg	Cntrl Nbr
Aguilera	Jose	M	1		Garcia	David	M	3	
Garcia	Diego	E	1		Garcia	Fernando	R	1	
Garcia	Jarell	X	1		Garcia	John	D	1	
Garcia	Justin	D	1		Garcia	Kaylee	E	1	
Garcia	Luna		1		Garcia	Melanie		1	
Garcia	Melanie	A	1		Garcia	Raymond	M	1	
Garcia	Roxsaly	A	1		Garcia	Sarah	R	1	
Garcia	Savannah	J	1		Garcia	Tristan	A	1	
Garcia	Vincent	J	1		Gardea	Cerenity	L	1	
Garduno	Deaven	A	1		Garza	Aaliyah	L	1	
Garza	Andre	K	1		Garza	Dakota	J	1	
Garza	Daryn	I	1		Garza	Diego	E	1	
Garza	Juan	P	1		Garza	Leeyah	M	1	
Garza	Madeline	N	1		Garza	Vladimir		1	
9. Total Absences							28		
10. Total Membership Present (7-9)							557		

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

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.

Date Run:		Perfect Attendance Report				Program ID: SAT1900	
Cnty Dist: 925-925		001 School				Page: 1 of 1	
Campus: 001 Track: 01		Term Report For Sem: 1 Cyc: 1 Thru Sem: 2 Cyc: 3 For All Periods					
		Sch Year:					
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	
981320	AUSTERMILLER	VANIA			09	08/26/2019	*** Withdrawn
982131	DOMINGUEZ	ANGELIE	R		12	08/26/2019	*** Withdrawn
983129	FRIEDA	SAMANTHA	G		10	01/29/2020	
983175	SMALL	ANASTASIA	J		10	02/14/2020	
						Total Students:	4

Complex Type: SpecialProgramsReportingPeriodAttendanceExtension

Description: Represents the recording of a student’s special programs reporting period attendance.

The following elements from the *SpecialProgramsReportingPeriodAttendanceExtension* complex type are included in Submission 3:

- INSTRUCTIONAL-TRACK-INDICATOR-CODE (E0975) - Described previously.
- GRADE-LEVEL-CODE (E0017) - Described previously.
- ATTENDANCE-EVENT-INDICATOR (E1085) - Described previously.
- REPORTING PERIOD INDICATOR CODE (E0934) - Described previously.
- NUMBER-DAYS-TAUGHT (E0935) - Described previously.
- TOTAL-ELIGIBLE-DAYS-PRESENT (E0937) - Described previously.

Registration > Maintenance > Student Enrollment > Bil/ESL

Delete	Details	Campus	Entry Date	Exit Date	Reason	BIL Type	ESL Type	LEP Cd	Par Perm Cd
		001	09-11-2017	--		2	0	0	3

- TOTAL-ELIG-BILINGUAL/ESL-DAYS-PRESENT (E0938) is the total number of days the student was present and eligible to participate in the state-approved bilingual/ESL program during a particular reporting period. This is calculated as the total number of days the student was enrolled in Bil/ESL in the reporting period minus the number of days the student was absent.

Registration > Maintenance > Student Enrollment > PRS

Delete	Campus	Entry Date	Exit Date	Reason	PRS	CEHI	CTE Elig
	001	08-30-2017	02-01-2018	08	+33	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

TOTAL-ELIG-PREG-REL-SVCS-DAYS-PRESENT (E0939) is the total number of days a female student was present at school or served through Compensatory Education Home Instruction (CEHI) and eligible to receive pregnancy-related services during a particular reporting period. This is calculated as the total number of days the student was enrolled in CEHI in the reporting period minus the number of days the student was absent.

Registration > Maintenance > Student Enrollment > SpecEd

delete	Campus	Entry Date	Exit Date	Reason	Primary Dis	Instrl Set	Speech	CTE Elig	Regional Day School Deaf	RDSF Fiscal Agent
	101	08-27-2018	-		+33	09	40	1	0	-

TOTAL-ELIG-SP-ED-MAINSTREAM-DAYS-PRESENT (E0940) is the total number of days a student with a special education individualized education program (IEP), which provided for the mainstream instructional arrangement/setting, was present during a particular reporting period. This is calculated as the total number of days the student was enrolled in special education with the **Instrl Set code** set to 40 (i.e., *mainstream*) in the reporting period minus the number of days the student was absent.

ELIGIBLE-DAYS-PRESENT-IN-INSTR-SETTING-CODE (E0944) is the number of days the student was eligible and present in a designated instructional setting during a particular reporting period. This is calculated as the total number of days the student was enrolled in special education in a particular instructional setting minus the number of days the student was absent.

EXCESS-HOURS-IN-INSTRUCTIONAL-SETTING (E0945) is the number of hours above the allowable six hours per day of combined CTE and special education and related services in a designated instructional setting during a particular reporting period. The Foundation School funding for LEAs is limited to six contact hours per day per student.

INSTRUCTIONAL-SETTING-CODE **Instrl Set** (E0173) identifies the setting used to provide instruction to students.

REG-DAY-SCH-PROG-DEAF-CODE **Regional Day School Deaf** (E0833) indicates if the student is receiving instructional services from the regional day school program for the deaf.

DISTRICT-OF-RDSPD-SERVICE RDSF **Fiscal Agent** (E1527) is the RDSF Fiscal Agent district that provides the RDSF service to a particular RDSF student.

Grade Reporting > Maintenance > Master Schedule > District Schedule

Save

Available Courses

Retrieve Stds-Based Crs Setup

Del	Details	Course Number	Title	Abbrev Name	Service ID	Service ID Description	Graded Crs	Nbr of Sem	Textbook ISBN	Exclude from txGradeBook	Sif Pcd
		A857	SWA Adv Welding	ADWELD	13032400	WELD2	<input checked="" type="checkbox"/>	4		Incl Both(Att Grds)	<input type="checkbox"/>
		A867	SWA AdvCompProg	ADVCOMPP	13027700	COMPPRO2	<input checked="" type="checkbox"/>	4		Incl Both(Att Grds)	<input type="checkbox"/>
		A871	SWA EngPwrTrans	ENPWRTA	13039300	EPTSYS	<input checked="" type="checkbox"/>	4		Incl Both(Att Grds)	<input type="checkbox"/>
		A872	SWA Auto Tech	AUTOTECH	13039600	AUTOTEC1	<input checked="" type="checkbox"/>	4		Incl Both(Att Grds)	<input type="checkbox"/>
		A891	SWA PrinHlthSci	PRINHLS	13020200	PRINHLS	<input checked="" type="checkbox"/>	4		Incl Both(Att Grds)	<input type="checkbox"/>
		A898	SWA Pharm Tech	PHARMTEC	12701510	PROBS2	<input checked="" type="checkbox"/>	2		Incl Both(Att Grds)	<input type="checkbox"/>
		AC81	SCI 8A SP	SCI 8	03060800	SCI G-8	<input checked="" type="checkbox"/>	1		Incl Both(Att Grds)	<input checked="" type="checkbox"/>
		AC82	SCI 8B SP	SCI 8	03060800	SCI G-8	<input checked="" type="checkbox"/>	1		Incl Both(Att Grds)	<input checked="" type="checkbox"/>
		AE81	ELAR 8A SP	ELAR 8	03200530	ELA/READ8	<input checked="" type="checkbox"/>	1		Incl Both(Att Grds)	<input checked="" type="checkbox"/>
		AE82	ELAR 8B SP	ELAR 8	03200530	ELA/READ8	<input checked="" type="checkbox"/>	1		Incl Both(Att Grds)	<input checked="" type="checkbox"/>
		AM81	MATH 8A SP	MATH 8	03103100	MATH G-8	<input checked="" type="checkbox"/>	1		Incl Both(Att Grds)	<input checked="" type="checkbox"/>
		AM82	MATH 8B SP	MATH 8	03103100	MATH G-8	<input checked="" type="checkbox"/>	1		Incl Both(Att Grds)	<input checked="" type="checkbox"/>
		AS81	SS 8A SP	SOCSTUD8	03343100	SS G8	<input checked="" type="checkbox"/>	1		Incl Both(Att Grds)	<input checked="" type="checkbox"/>
		AS82	SS8B SP	SOCSTUD8	03343100	SS G8	<input checked="" type="checkbox"/>	1		Incl Both(Att Grds)	<input checked="" type="checkbox"/>
		B101	Eng 1	ENG1	03220100	ENG 1	<input checked="" type="checkbox"/>	1		Incl Both(Att Grds)	<input type="checkbox"/>
		B102	Eng 2	ENG2	03220200	ENG 2	<input checked="" type="checkbox"/>	1		Incl Both(Att Grds)	<input type="checkbox"/>

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Crs Nbr: A857 SWA Adv Welding Abbrev Name: ADWELD Service ID: 13032400 WELD2
 Nbr Sem: 4 Textbook ISBN: Exclude from txGradebook: Incl Both(Att Grds)

GrdRptng: Per Ctr: 2 Department: Gender Restr: Required: Elective:

Course Codes and Credits: Tot Credits: 2.0 Part Credit: AAR: Grad Plan: Spec Cons: OnRamps:

Elern/Misc: Core Crs: ELA Wgt: Auto Grd: Incl UIL Elig: Exam/Sem Pat: 2

PEIMS: CTE Hrs: 2 Pop Srvd: 05 Instr Sett: Class Type: 01 Role ID: 087 Crs Seq:

HR/GA: HRoll Wg: HRoll Tab: HRoll Cd: GA Table: GA Wgt:

Grade Reporting > Maintenance > Student > Individual Maint > CTE

Demo Crs Assign Grd Update Grd/Crs Maint Course Codes Sched Inquiry Grade Avg Crs/Sec Change CTE Assign

Active Student

Course	Sec	Sem	Title	Self Paced	CTE Hrs	Date Entry	Date WD
8604	01	1	CompMaint	<input type="checkbox"/>	2	08/27/2018	
8604	01	2	CompMaint	<input type="checkbox"/>	2	10/29/2018	
8604	01	3	CompMaint	<input type="checkbox"/>	2	01/22/2019	
8604	01	4	CompMaint	<input type="checkbox"/>	2	04/01/2019	

Registration > Maintenance > Student Enrollment > Demo3

Demo1 Demo2 Demo3 At Risk Contact W/R Enroll SpecEd G/T Bil/ESL Title I PRS Generic PK En

Career Technology

Day Care CTE Support Service: Single Parent/Pregnant Teen:

Transport CTE Support Service: Career and Technology Ind: 1

Displaced Homemaker:

Promotion Status Indicators Graduation

ELIGIBLE-DAYS-PRESENT-V1 (E0950) is the total number of days the student was eligible,

present, and enrolled in an approved CTE course that generated one contact hour during a particular reporting period.

This is determined as follows:

- **Grade Reporting > Maintenance > Master Schedule > District Schedule:** The **CTE Hrs** field is set to 1.
- **Grade Reporting > Maintenance > Student > Individual Maint > CTE:** The student is enrolled in a CTE course with the **CTE Hrs** field set to 1.
- **Registration > Maintenance > Student Enrollment > Demo3:** The student's **Career and Technology Ind** field is *not* set to 0 (i.e., *the student is enrolled or participating in CTE*).

ELIGIBLE-DAYS-PRESENT-V2 (E0951) is the total number of days the student was eligible, present, and enrolled in an approved CTE course that generated two contact hours during a particular reporting period.

This is determined as follows:

- **Grade Reporting > Maintenance > Master Schedule > District Schedule:** The **CTE Hrs** field is set to 2.
- **Grade Reporting > Maintenance > Student > Individual Maint > CTE:** The student is enrolled in a CTE course with the **CTE Hrs** field set to 2.
- **Registration > Maintenance > Student Enrollment > Demo3:** The student's **Career and Technology Ind** field is *not* set to 0 (i.e., *the student is enrolled or participating in CTE*).

ELIGIBLE-DAYS-PRESENT-V3 (E0952) is the total number of days the student was eligible, present, and enrolled in an approved CTE course that generated three contact hours during a particular reporting period.

This is determined as follows:

- **Grade Reporting > Maintenance > Master Schedule > District Schedule:** The **CTE Hrs** field is set to 3.
- **Grade Reporting > Maintenance > Student > Individual Maint > CTE:** The student is enrolled in a CTE course with the **CTE Hrs** field set to 3.
- **Registration > Maintenance > Student Enrollment > Demo3:** The student's **Career and Technology Ind** field is *not* set to 0 (i.e., *the student is enrolled or participating in CTE*).

ELIGIBLE-DAYS-PRESENT-V4 (E0953) is the total number of days the student was eligible, present, and enrolled in an approved CTE course that generated four contact hours during a particular reporting period.

This is determined as follows:

- **Grade Reporting > Maintenance > Master Schedule > District Schedule:** The **CTE Hrs** field is set to 4.
- **Grade Reporting > Maintenance > Student > Individual Maint > CTE:** The student is enrolled in a CTE course with the **CTE Hrs** field set to 4.
- **Registration > Maintenance > Student Enrollment > Demo3:** The student's **Career and Technology Ind** field is *not* set to 0 (i.e., *the student is enrolled or participating in CTE*).

ELIGIBLE-DAYS-PRESENT-V5 (E0954) is the total number of days the student was eligible, present, and enrolled in an approved CTE course that generated five contact hours during a particular reporting period.

This is determined as follows:

- **Grade Reporting > Maintenance > Master Schedule > District Schedule:** The **CTE Hrs** field is set to 5.
- **Grade Reporting > Maintenance > Student > Individual Maint > CTE:** The student is enrolled in a CTE course with the **CTE Hrs** field set to 5.
- **Registration > Maintenance > Student Enrollment > Demo3:** The student's **Career and Technology Ind** field is *not* set to 0 (i.e., *the student is enrolled or participating in CTE*).

ELIGIBLE-DAYS-PRESENT-V6 (E0955) is the total number of days the student was eligible, present, and enrolled in an approved CTE course that generated six contact hours during a particular reporting period.

This is determined as follows:

- **Grade Reporting > Maintenance > Master Schedule > District Schedule:** The **CTE Hrs** field is set to 6.
- **Grade Reporting > Maintenance > Student > Individual Maint > CTE:** The student is enrolled in a CTE course with the **CTE Hrs** field set to 6.
- **Registration > Maintenance > Student Enrollment > Demo3:** The student's **Career and Technology Ind** field is *not* set to 0 (i.e., *the student is enrolled or participating in CTE*).

Attendance > Maintenance > Flexible Attendance > Weekly Register Worksheet

Save

Track: 01 Cycle: 1 Week: 1 Retrieve No Of Days Taught: (29) Cycle Date Range: (08-26-2019 to 10-04-2019)

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
	992490	ALLEN, MADALYN CELINA	12	2	240	0	43	0	45	5	0	0		100	<input type="checkbox"/>
	993644	BEAVER, MANUEL	09	2	0	0	00	0	0	0	0	1		0	<input type="checkbox"/>
	994393	LAFFERTY, BROOKE AMBER	11	1	420	0	00	300	0	0	0	0		0	<input checked="" type="checkbox"/>
	993077	SAENZ, HEAVENLY ANGEL	09	2	350	0	00	0	65	0	0	0		0	<input checked="" type="checkbox"/>
	981313	TEMPLE, ALLISON HALEY	11	1	350	0	00	0	0	25	0	0		75	<input type="checkbox"/>

+ Add

FLEXIBLE-ATTENDANCE-PROGRAM-TYPE-CODE **Flex Att Program** (E1045) indicates the unique program to which the student’s flexible attendance is related. For submission 3, only the following programs are reported:

- Optional Flexible School Day Program (OFSDP)
- High School Equivalency Program (HSEP)

FLEX-ATTEND-TOTAL-ELIGIBLE-MINUTES-PRESENT **Elig Mins** (E1046) is the total number of school days (in minutes) the student was present and eligible for Foundation School Program funding during a particular reporting period.

FLEX-ATTEND-TOTAL-INELIGIBLE-MINUTES-PRESENT **InElig Mins** (E1047) is the total number of school days (in minutes) the student was present but ineligible for Foundation School Program funding during a particular reporting period.

FLEX-ATTEND-TOTAL-SP-ED-MAINSTREAM-DAYS-ELIGIBLE **Sp Ed Mins** (E1049) is the total number of school days (in minutes) a 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 a particular reporting period.

FLEX-ATTEND-DAYS-ELIGIBLE-IN-INSTR-SETTING **Sp Ed Mins** (E1051) is the total number of school days (in minutes) the student was eligible for a particular special education instructional setting which was eligible for Foundation School Program funding during a particular reporting period.

FLEX-ATTEND-TOTAL-CAREER-TECH-MINUTES-PRESENT CTE Mins (E1053) is the total number of school days (in minutes) the student was present, eligible, and enrolled in an approved CTE course during a particular reporting period.

FLEX-ATTEND-EXCESS-MINUTES-IN-INSTR-SETTING Excess Mins (E1052) is the total number of school days (in minutes) the student was present in a designated instructional setting above the allowable 360-minute daily limit of combined CTE and special education and related services during a particular reporting period. The Foundation School funding is limited to six contact hours per day per student.

FLEX-ATTEND-TOTAL-BILINGUAL/ESL-DAYS-ELIGIBLE BIL/ESL Mins (E1050) is the total number of school days (in minutes) the student was eligible to participate in the state-approved bilingual/ESL program during a particular reporting period.

FLEX-ATTEND-TOTAL-PRS-DAYS-ELIGIBLE PRS Mins (E1048) is the total number of school days (in minutes) a female student was eligible for compensatory education home instruction (CEHI) services and/or pregnancy-related services (PRS) during a particular reporting period.

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 he is 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 his disciplinary assignment, and then re-enrolled in the program when he 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 his 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 his 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.

RUN REPORTS FOR VERIFYING SPECIAL-PROGRAMS-REPORTING-PERIOD-ATTENDANCE-EXTENSION COMPLEX TYPE DATA

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

SRG1200 should be printed every cycle and verified by the staff person responsible for the program. Corrections should be made at that time. Type Y for each program and print each report separately. Review all data for entry errors, make corrections, reprint, and distribute to the appropriate special programs staff.

Contact hour data is collected during Submission 3.

Date Run:		Student Status By Program Changes						Program ID: SRG1200				
Cnty-Dist: 020-020		Agarita High School						Page: 1 of 5				
Campus: 001		Sch Year:										
Bilingual/ESL Records: 												
Stu ID	Student Name	Grd	SSN	Entry	Withdraw	Wd Rsn	Bil	ESL	LEP Cd	Home Lang	Par Perm Cd	Yrs US Sch
081697	Aguilar, Jeffrey S	09	XXX-XX-XXXX	08-28-2017			0	2	F	01	A	6
055577	Aguilera, Jose M	09	XXX-XX-XXXX	08-28-2017			0	3	1	01	F	6
382222	Alvarez, Christopher R	09	XXX-XX-XXXX	09-11-2017			2	0	0	98	3	
018032	Alvarez, Julian J	09	XXX-XX-XXXX	08-28-2017			0	2	1	01	F	6
440076	Anderson, Rogelio X	09	XXX-XX-XXXX	08-28-2017			0	3	1	01	F	2
024262	Augustine, David	09	XXX-XX-XXXX	08-28-2017			0	3	1	01	F	6
370618	Ayala, Valeria J	09	XXX-XX-XXXX	08-28-2017			0	2	1	01	F	2
382209	Bernal Zapata, Renata S	09	XXX-XX-XXXX	08-28-2017			0	0	3	01		6
016913	Bladh, Alexandria	09	XXX-XX-XXXX	08-28-2017			0	0	1	01	C	6
110196	Blanco, Naveen A	09	XXX-XX-XXXX	08-28-2017			0	0	4	01		6
024265	Burnett, Angela J	09	XXX-XX-XXXX	08-28-2017			0	0	3	01		6

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.

Attendance > Reports > Attendance Reports > Student > SAT5000 - Flexible Attendance District Summary

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

State Reporting

Date Run:	Flexible Attendance District Summary Report							Program ID: SAT5000
Cnty-Dist: 020-020	Mockingbird ISD							Page: 1 of 15
Program Type: Optional Flexible School Day Program (OFSDP)	School Year:							
Sixweek Reporting Period: 1								
A. Sixweek Summary	EE	PK	KG	1	2	3	4	5
B. Eligible Minutes Present	0	0	0	0	0	0	0	0
C. Eligible Equivalent Days	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
D. Equivalent Days Present	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E. Ineligible Minutes Present	0	0	0	0	0	0	0	0
F. Ineligible Equivalent Days	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
G. Days Elig in Preg Ref 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	32,400	0	45	32,445
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	135.00	0.00	0.19	135.19
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 Ref Serv	0	0	0	0	0	0	0	0
H. Days Elig in SpecEd Main	0	0	0	0	0	0	0	0



Back Cover