

Class Size Penalties Report (California)

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The Class Size Penalties Report is used to determine whether a district meets or exceeds the maximum class sizes as determined by California Ed Code (section 41376 and 41378). This information is reported at the Second Principal Apportionment and includes enrollment information through the last full school month ending on or before April 15. Data reports in the Principal Apportionment Software (PAS), and class size averages are calculated using the enrollment count on the last instructional day of each School Month.

Class Size Penalties Report

Maximum Class Sizes

- Kindergarten - Average size not to exceed 31 students; no class larger than 33 students
- Grade 1 through 3 - Average class size not to exceed 30 students; no class larger than 32 students
- Grades 4 through 8 - Average number of students per teacher not to exceed the greater of 29.9 or the district's average number of students per teacher in 1964.

Report Logic

For each school month included in the P2, calculations are based on the last instructional day of that [School Month](#).

There are multiple versions of this report. For each version, different reporting logic exists.

K-3 Regular Version

- A course must be a Regular Day course where the State Code is 1000 and the Instructional Strategy assigned on the Course Section is not 300 or 700. This includes Special Education students in Regular Day Courses.
- A course must contain students in at least one of the grade levels KN-5. All students in these courses are included in the enrollment count, including State Exclude students.
- The Enrollment Count is taken on the last instructional day of each School Month in the P2. This is a count of students enrolled, not students present.
- The Average Class Enrollment Size is the sum of all enrollment counts in the P2, divided by the number of school months in the P2 and rounded to the nearest whole number.
- Counts are grouped by Grade (KN first) and by Average Class Enrollment Size (lowest to highest) in the following order:
 - KN
 - Grades 1-3
 - Grades 4-5 (for classes with students in grades 4-5 only) - any class combining students in KN or in any grade 4-8 with one or more of grades 1-3 is considered a 1-3 class.

K-3 Fractional Version

- Any course section as described above that does not have at least one student enrolled on the last day of each School Month in the P2 reporting period reports in this section.
- The Average Class Enrollment Size is the sum of all Enrollment Counts in the P2, divided by the number of School Months with an enrollment count that is not zero or N/A and rounded to the nearest whole number. For example, if the P2 is School Months 1-6 and a section has no students enrolled on the last day of the first school month, the divisor for this calculation is 5.
- Counts are grouped by Grade (KN first) and by Average Class Enrollment Size (lowest to highest) and by fraction in the following order:
 - KN
 - Grades 1-3
 - Grades 4-5 (for classes with students in grades 4-5 only) - any class combining students in KN or in any grade 4-8 with one or more of grades 1-3 is considered a 1-3 class.

4-8 Reporting Logic

- A course must be a Regular Day course where the State Code is not null, 6012 or 6017 and the Instructional Strategy assigned on the Course Section is not 300 or 700. This includes Special Education students in Regular Day Courses.
- A course must contain students only in grades 4-8. If there are students in grades K-3 as well as 4-8, the course does not report in this section.
- Course sections report with students on the roster on the last instructional day of School Month 6 and reports the enrollment count of the last day of Month 6 and the count of Primary Teachers for each class.
- Counts are grouped by Calendar Name then by Course Section.
- The number of teachers assumes an active Primary Teacher. If there are additional Teachers who are active on the last day of the Sixth School Month and if the Multiple Teachers indicator on the Section is not null, those teachers are also counted. If there is no Primary Teacher (with

Multiple Teachers not null) on the last day of the Sixth School Month, a value of 0 reports.

- The sum of all active enrollment counts and the sum of the number of teachers is reported.

Report Editor

The following fields are available on the report.

Field	Description
Report Type	Select the desired radio button to choose either the K-3 or the 4-8 report option.
Format	Determines how the report generates. Options are CSV and HTML.
Period	Indicates the name of the period used to report the active enrollment counts and classroom teachers for just that period. Enter the Name of the report as displayed in the Period Info Name field on the Period Setup tool. When left blank, the active enrollment counts and classroom teachers are summed for ALL periods in the calendar.
Calendar Selection	Select the calendar(s) of enrollment from which to pull student data. Calendars can be chosen by the active year, by the school name or by the year.
Report Generation Options	Choose the Generate Extract option to display the results of the chosen items immediately. Choose the Submit to Batch option to generate the report at a specified time. This option is helpful when generating large amounts of data.

Generate the Class Size Penalties Report

1. Select the desired **Report Type**.
2. Select the desired **Format** of the report from the dropdown list.
3. If generating the 4-8 Report Option, enter a **Period** name if desired.
4. Select which **Calendars** to include in the report.
5. Click the **Generate Extract** button. Or generate the extract at a specified time using the **Submit to Batch** button. The file appears in a new window in the selected format.

Class Size Penalties Report - Grades K- 3 Records:15

CalendarName	CourseName	CourseSection	Teacher	Grades	Month1	Month2	Month3	Month4	Month5
12-13 School	Kindergarten-1st Combo	ESK01-9452	Teacher, Jeremy	01 KN	2	2	2	2	2
12-13 School	Kindergarten-1st Combo	ESK01-9452	Teacher, Jeremy	01 KN	2	2	2	2	2
12-13 School	Kindergarten-1st Combo	ESK01-9452	Teacher, Jeremy	01 KN	2	2	2	2	2
12-13 School	Third Grade	ES301-2954	Teacher, Stephani	03	4	4	4	4	4
12-13 School	Third Grade	ES301-2954	Teacher, Stephani	03	4	4	4	4	4
12-13 School	Third Grade	ES301-2954	Teacher, Stephani	03	4	4	4	4	4
12-13 School	Second Grade	ES200-6972	Teacher, Jeremy	02	4	5	5	5	5

Class Size Penalties Report, K-3 Version, HTML Format

	A	B	C	D	E	F	G
1	CalendarName	CourseName	CourseSection	Teacher	Grades	Month1	Month2
2	12-13 School	Kindergarten-1st Combo	ESK01-9452	Teacher, Jeremy	01 KN	2	2
3	12-13 School	Kindergarten-1st Combo	ESK01-9452	Teacher, Jeremy	01 KN	2	2
4	12-13 School	Kindergarten-1st Combo	ESK01-9452	Teacher, Jeremy	01 KN	2	2
5	12-13 School	Third Grade	ES301-2954	Teacher, Stephanie	3	4	4
6	12-13 School	Third Grade	ES301-2954	Teacher, Stephanie	3	4	4
7	12-13 School	Third Grade	ES301-2954	Teacher, Stephanie	3	4	4
8	12-13 School	Second Grade	ES200-6972	Teacher, Jeremy	2	4	4
9	12-13 School	Second Grade	ES200-6972	Osgood, Jeremy	2	4	4
10	12-13 School	Second Grade	ES200-6972	Osgood, Jeremy	2	4	4
11	12-13 School	Fourth Grade	ES400-7064	Teacher, Stephanie	4	5	5
12	12-13 School	Fourth Grade	ES400-7064	Teacher, Stephanie	4	5	5
13	12-13 School	Fourth Grade	ES400-7064	Teacher, Stephanie	4	5	5
14	12-13 School	Fifth Grade	ES500-9607	Teacher, Lisa	5	6	6
15	12-13 School	Fifth Grade	ES500-9607	Teacher, Lisa	5	6	6
16	12-13 School	Fifth Grade	ES500-9607	Teacher, Lisa	5	6	6
17							

Class Size Penalties Report, K-3 Version, CSV Format

Class Size Penalties Report - Grades 4 - 8 Records:14

CalendarName	CourseName	CourseSection	Teacher	Grades	ActiveEnrollmentCount	NumberOfTeachers
12-13 School	Lang Arts 6	EN600-6666	Teacher, Zelda	06	5	1
12-13 School	Lang Arts 7	EN700-7777	Teacher, Xavier	07	7	1
12-13 School	Lang Arts 8	EN800-8888	Teacher, William	08	7	1
12-13 School	Fourth Grade	ES400-7064	Teacher, Vicky	04	4	1
12-13 School	Fifth Grade	ES500-9607	Teacher, Ulysses	05	6	1
12-13 School	Algebra 1	MA100-8181	Teacher, Tina	07	7	1
12-13 School	Math 6	MA600-6666	Teacher, Sam	06	5	1
12-13 School	Algebra Concepts	MA860-8888	Teacher, Roberta	08	7	1
12-13 School	Science 6	SC600-7711	Teacher, Quincy	06	5	1
12-13 School	Science 7	SC700-7712	Teacher, Penny	07	7	1
12-13 School	Science 8	SC800-8881	Teacher, Oliver	08	7	1
12-13 School	So St 6	SS600-4441	Teacher, Nellie	06	5	1
12-13 School	So St 7	SS700-7774	Teacher, Matt	07	7	1
12-13 School	So St 8	SS800-6565	Teacher, Lucy	08	7	1
Totals				86	14	

Class Size Penalties Report, 4-8 Version, HTML Format

	A	B	C	D	E	F	G	H
1	CalendarName	CourseName	CourseSection	Teacher	Grades	ActiveEnrollmentCount	NumberOfTeachers	
2	12-13 School	Lang Arts 6	EN600-6666	Teacher, Zelda	6	5	1	
3	12-13 School	Lang Arts 7	EN700-7777	Teacher, Xavier	7	7	1	
4	12-13 School	Lang Arts 8	EN800-8888	Teacher, William	8	7	1	
5	12-13 School	Fourth Grade	ES400-7064	Teacher, Vicky	4	4	1	
6	12-13 School	Fifth Grade	ES500-9607	Teacher, Ulysses	5	6	1	
7	12-13 School	Algebra 1	MA100-8181	Teacher, Tina	7	7	1	
8	12-13 School	Math 6	MA600-6666	Teacher, Sam	6	5	1	
9	12-13 School	Algebra Concepts	MA860-8888	Teacher, Roberta	8	7	1	
10	12-13 School	Science 6	SC600-7711	Teacher, Quincy	6	5	1	
11	12-13 School	Science 7	SC700-7712	Teacher, Penny	7	7	1	
12	12-13 School	Science 8	SC800-8881	Teacher, Oliver	8	7	1	
13	12-13 School	So St 6	SS600-4441	Teacher, Nellie	6	5	1	
14	12-13 School	So St 7	SS700-7774	Teacher, Matt	7	7	1	
15	12-13 School	So St 8	SS800-6565	Teacher, Lucy	8	7	1	
16								
17								

Class Size Penalties Report, 408 Version, CSV Format

K-3 Report Layout

Data Element	Description	Location
Calendar Name	Name of the calendar from which the courses are pulled. <i>Alphanumeric, 30 characters</i>	System Administration > Calendar > Calendar > Calendar > Name Calendar.name
Course Name	Reports the name of the course that meets the reporting criteria. <i>Alphanumeric, 30 characters</i>	Scheduling > Courses > Course > Name Course.name

Data Element	Description	Location
Course Section	<p>Course number and section number of the reported course sections containing applicable report data.</p> <p><i>Alphanumeric, 10 characters</i></p>	<p>Scheduling > Courses > Course > Number</p> <p>Course.number</p> <hr/> <p>Scheduling > Courses > Course > Section > Section Number</p> <p>Section.number</p>
Teacher	<p>Reports the name of the Primary Teacher as of the last instructional day of the P2 period.</p> <p>This field reports blank when:</p> <ul style="list-style-type: none"> • There is no Primary Teacher on the last instructional day of the P2 period. • The Primary Teacher has a Staff Section History Start Date after the last instructional day in the P2 reporting period. <p><i>Alphanumeric, 30 characters</i></p>	<p>Scheduling > Courses > Section > Staff History > Primary Teacher</p> <p>StaffHistory.primaryTeacher</p>
Grade(s)	<p>State Grade level or grade levels of students enrolled in the course section.</p> <p><i>Alphanumeric, 2 characters</i></p>	<p>System Administration > Calendar > Calendar > Grade Levels</p> <p>Calendar.gradeLevels</p> <hr/> <p>Student Information > General > Enrollments > General Enrollment Information > Grade</p> <p>Enrollment.grade</p>
Month 1	<p>Number of students on the course section roster on the last instructional day of the first School Month in the P2.</p> <p>If there are no students on the last instructional day, a value of zero (0) reports.</p> <p><i>Numeric, 2 digits</i></p>	<p>Calculated, value not stored</p>

Data Element	Description	Location
Month 2	<p>Number of students on the course section roster on the last instructional day of the second School Month in the P2.</p> <p>If there are no students on the last instructional day, a value of zero (0) reports.</p> <p><i>Numeric, 2 digits</i></p>	Calculated, value not stored
Month 3	<p>Number of students on the course section roster on the last instructional day of the third School Month in the P2.</p> <p>If there are no students on the last instructional day, a value of zero (0) reports.</p> <p><i>Numeric, 2 digits</i></p>	Calculated, value not stored
Month 4	<p>Number of students on the course section roster on the last instructional day of the fourth School Month in the P2.</p> <p>If there are no students on the last instructional day, a value of zero (0) reports.</p> <p><i>Numeric, 2 digits</i></p>	Calculated, value not stored
Month 5	<p>Number of students on the course section roster on the last instructional day of the fifth School Month in the P2.</p> <p>If there are no students on the last instructional day, a value of zero (0) reports.</p> <p><i>Numeric, 2 digits</i></p>	Calculated, value not stored

Data Element	Description	Location
Month 6	<p>Number of students on the course section roster on the last instructional day of the sixth School Month in the P2.</p> <p>If there are no students on the last instructional day, a value of zero (0) reports.</p> <p><i>Numeric, 2 digits</i></p>	Calculated, value not stored
Month 7	<p>Number of students on the course section roster on the last instructional day of the seventh School Month in the P2.</p> <p>If there are no students on the last instructional day, a value of zero (0) reports.</p> <p>If the P2 does not contain seven school months, a value of N/A reports.</p> <p><i>Numeric, 2 digits</i></p>	Calculated, value not stored
Month 8	<p>Number of students on the course section roster on the last instructional day of the eighth School Month in the P2.</p> <p>If there are no students on the last instructional day, a value of zero (0) reports.</p> <p>If the P2 does not contain eight school months, a value of N/A reports.</p> <p><i>Numeric, 2 digits</i></p>	Calculated, value not stored

Data Element	Description	Location
Month 9	<p>Number of students on the course section roster on the last instructional day of the ninth School Month in the P2.</p> <p>If there are no students on the last instructional day, a value of zero (0) reports.</p> <p>If the P2 does not contain nine school months, a value of N/A reports.</p> <p><i>Numeric, 2 digits</i></p>	Calculated, value not stored
Month 10	<p>Number of students on the course section roster on the last instructional day of the tenth School Month in the P2.</p> <p>If there are no students on the last instructional day, a value of zero (0) reports.</p> <p>If the P2 does not contain ten school months, a value of N/A reports.</p> <p><i>Numeric, 2 digits</i></p>	Calculated, value not stored
Average Class Enrollment Unrounded	<p>The sum of numbers in the preceding month fields, divided by the number of full school months in the P2, reports to two decimal places.</p> <p>For Fractional Classes, the preceding month fields are divided by the number of school months that report an enrollment count.</p> <p><i>Numeric, 2 digits</i></p>	Calculated, value not stored.

Data Element	Description	Location
Average Class Enrollment Size	<p>The sum of numbers in the preceding month fields, divided by the number of full school months in the P2, rounded to the nearest whole number.</p> <p>For Fractional Classes, the total sum of numbers in the preceding month fields is divided by the number of school months that report an enrollment count.</p> <p><i>Numeric, 2 digits</i></p>	Calculated, value not stored
Number of Classes of this Size	<p>The number of course sections in each grade level/average class enrollment size group.</p> <p><i>Numeric, 3 digits</i></p>	Calculated, value not stored
Fraction of the P2 in Session	<p>Reports the number of school months in the P2 with students enrolled, divided by the total number of months in the P2. Reports to two decimal places.</p> <p><i>Numeric, 2 digits</i></p>	Calculated, value not stored

4-8 Report Layout

Data Element	Description	Location
Calendar Name	<p>Name of the calendar from which the courses are pulled.</p> <p><i>Alphanumeric, 30 characters</i></p>	<p>System Administration > Calendar > Calendar > Name</p> <p>Calendar.name</p>
Course Name	<p>Reports the name of the course that meets the reporting criteria.</p> <p><i>Alphanumeric, 30 characters</i></p>	<p>Scheduling > Courses > Course > Name</p> <p>Course.name</p>

Data Element	Description	Location
Course Section	<p>Course number and section number of the reported course sections containing applicable report data.</p> <p><i>Alphanumeric, 10 characters</i></p>	<p>Scheduling > Courses > Course > Number</p> <p>Course.number</p> <hr/> <p>Scheduling > Courses > Course > Section > Section Number</p> <p>Section.number</p>
Teacher	<p>Name of the Primary Teacher as of the last instructional day of School Month 6.</p> <p>This field reports blank when:</p> <ul style="list-style-type: none"> • There is no Primary Teacher on the last instructional day of School Month 6. • The Primary Teacher has a Staff Section History Start Date after the last instructional day in School Month 6. <p><i>Alphanumeric, 30 characters</i></p>	<p>Scheduling > Courses > Section > Staff History > Primary Teacher</p> <p>StaffHistory.primaryTeacher</p>
Grade(s)	<p>State Grade level or grade levels of students enrolled in the course section.</p> <p><i>Alphanumeric, 2 characters</i></p>	<p>System Administration > Calendar > Calendar > Grade Levels</p> <p>Calendar.gradeLevels</p> <hr/> <p>Student Information > General > Enrollments > General Enrollment Information > Grade</p> <p>Enrollment.grade</p>
Active Enrollment Count	<p>Count of students on the last instructional day of the sixth school month.</p> <p><i>Numeric, 3 digits</i></p>	<p>Calculated, value not stored</p>

Data Element	Description	Location
Number of Teachers	<p>Reports 1 unless there is an active teacher in addition to the primary teacher on the last instructional day of the sixth school month AND there is a value in the Multiple Teacher field on the section. Then the field reports 1 plus the number of active teachers.</p> <p><i>Numeric, 2 digits</i></p>	Calculated, value not stored