

CALPADS Student Absence Summary (STAS)

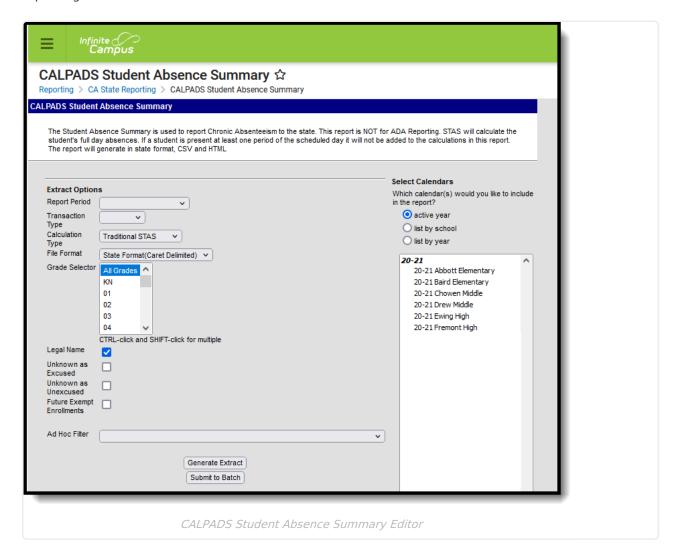
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Classic View: CA State Reporting > CALPADS Student Absence Summary

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The CALPADS Student Absence Summary (STAS) reports chronic absenteeism to the state. It calculates the student's full day absences, but should not be used to for average daily attendance reporting.



Report Logic

One line per enrolled school returns for a student. Students who move between calendars only report one line in the extract. When the student has multiple enrollments in the reporting calendar,



the student reports one time. When a student leaves school and returns, attendance is summed for those multiple enrollments (including for continuation students or community day students). When there are multiple enrollments with gaps between start and end dates, only the dates where the student is actively enrolled and scheduled into instructional attendance taking courses are included.

A student must have the following in order to report:

- An active primary enrollment
- A State ID

A student does not report when:

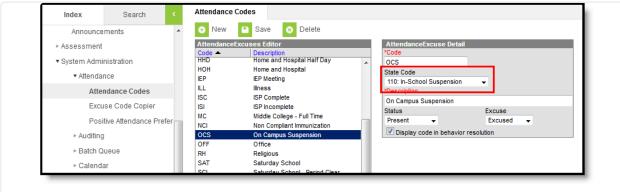
- An End Status of N470: No Show is assigned to the enrollment record.
- The grade level is marked as State Exclude, the Calendar of enrollment is marked as State Exclude, or the School of Enrollment is marked as State Exclude.

Absence equals a fully day for all student record. Half day attendance codes or period based attendance codes do not count in the calculation.

When a student has a short term Home Hospital enrollment, none of that's student's attendance counts during the Home Hospital period.

Attendance Codes Mapped to State Codes

To properly calculate the Days Absent Out-of-School Suspension and Days Absent In-School Suspension, the Attendance Codes must be mapped to a **State Code** of **100: Out-of-School Suspension** or **110: In-School Suspension**.



Attendance Codes Mapped to State Codes

Non-Binary Gender Reporting

Schools can assign students a gender of M: Male, F: Female or X: Non-binary. This is done on the Identities tool and/or the Demographics tool.

CALPADS Extracts use the Legal Gender field included in the Protected Identity Information to



report student identity information.

To properly record a gender of X: Non-Binary, on the Identities tool:

- 1. Assign the **Gender of X: Non-Binary** in the standard identify fields.
- 2. Assign the **Protected Identity Information Legal Gender** field to either M: Male or F: Female.
- 3. Save the record when finished.

Gender and Legal Gender Assignment	

Report Editor

Field	Description
Report Period	Selection determines which date option is used in calculating student attendance - Effective Date, Date Range or School Month.
Effective Date	When this option is selected, the report calculates student attendance from the start of the student's current active enrollment in the current active year through the effective date (the effective date is included in the calculation). Dates are entered in <i>mmddyy</i> format or use the calendar icon to select a date. Displays when the Report Period is set to Effective Date.
Date Range	When this option is selected, the report calculates student attendance from the entered start date to the entered end date. Both the start and end dates (both must be entered) are used in the calculation. Dates are entered in <i>mmddyy</i> format or use the calendar icon to select a date.
School Month	When this option is selected, the report calculates student attendance based on the dates of the selected school month. Only one school month at a time can be selected.
Transaction Type	 Indicates the type of transaction that occurs: Replace - existing student attendance information is replaced with new information. Delete - student attendance information is deleted.

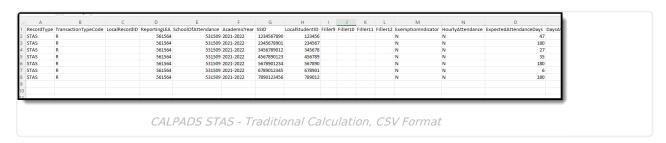


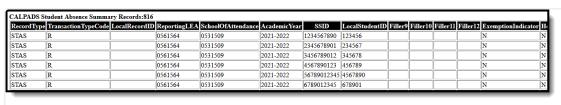
Field	Description
Calculation Type	Determines which attendance calculation is used to calculate the absence summary. • Traditional STAS - reports a student's full day absences. • Period-based STAS - reports a student's absences for each period using the Periods Present (attendance) divided by the Total number of Periods the student is expected to attend multiplies by the Days the student is expected to attend.
File Format	Determines how the report generates. Select State Format (Caret Delimited) when submitting records to the state. Other formats available for testing and review purposes are CSV and HTML.
Grade Selector	Selection indicates which grade levels of enrollment are included on the report.
Legal Name	When marked, the student's legal name and gender information reports from the Protected Identity Information, instead of the student's name and gender.
Unknown as Excused	When marked, unknown attendance records (from teacher-recorded attendance) are reported as excused absences. This is an optional selection. When not marked, unknown teacher attendance is not included in the Days Absent Excused Non-Suspension calculation (Field 19).
Unknown as Unexcused	When marked, unknown attendance records (those from teacher-recorded attendance) are reported as unexcused absences. This is an optional selection. When not marked, unknown teacher attendance is not included in the Days Absent Unexcused Non-Suspension calculation (Field 20).
Future Exempt Enrollments	 When marked, students who enroll after the entered Effective Date, after the End Date of the Date Range and after the last day of the School Month are included in the extract. This affects the following fields: Field 13, Student Absence Summary Data Collection Exemption Indicator, reports Y. Fields 14-21 report blank.
Ad hoc Filter	Select which students to include in the extract by choosing a filter that was created in the Filter Designer.
Calendar Selection	Select the calendar 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	Choose the Generate Extract 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 CALPADS Student Absence Summary

- 1. Select the desired **Report Period** option.
- 2. Enter the appropriate dates for the report (**Date Range** or **Effective Date**), or select the appropriate School Month.
- 3. Select the desired **Transaction Type**.
- 4. Select the desired Calculation Type.
- 5. Select the desired **File Format**.
- 6. Select the desired grade levels.
- 7. If desired, mark the **Legal Name** checkbox.
- 8. Mark the **Unknown as Excused** or **Unknown as Unexcused** checkboxes. Only one can be marked at a time.
- 9. If desired, mark the **Future Exempt Enrollments** checkbox.
- 10. If desired, select an **Ad hoc Filter** to report only those students included in the filter.
- 11. Select the desired Calendars.
- 12. Click the **Generate Extract** button to generate the report instantly, or click the **Submit to Batch** button to choose when the report generates.





CALPADS STAS - Period Based Calculation, HTML Format

Report Layout

Data Element	Description	Campus Interface Location
Record Type	Type of data record being submitted as chosen on the Extract Editor. Reports a value of STAS . Alphabetic, 4 characters	Data not stored



Data Element	Description	Campus Interface Location
Transaction Type Code	Action the state should take with this record as chosen on the Extract Editor. Add/Update is the default. • D = Delete • R = Replace Alphabetic, 1 character	Data not stored
Local Record ID	This field is not reported.	N/A
Reporting LEA	A unique identifier for the educational service institution responsible for obtaining and maintaining a student's Statewide Student Identifier by way of an enrollment record in CALPADS. When the reporting calendar is from a School with Type = 15: Independently Reporting Charter, the State School Number reports (not the State District Number). This field reports the Secondary District Number when the reporting calendar has a School Type of 16: Secondary State District Number. Numeric, 7 digits	System Administration > Resources > District Information > State District Number District.number System Administration > Resources > School > School Number School.number System Administration > Resources > School > Type School.type
School of Attendance	A unique identifier for the school that delivers a majority of educational instruction and services and is where the student attends. A District-level school entity should use the State District Number for the State School Number. When the CDS Number is populated on the School editor, that value reports. Numeric, 7 digits	System Administration > Resources > School > State School Number System Administration > Resources > School > CDS Number School.number



Data Element	Description	Campus Interface Location
Academic Year	A unique identifier assigned to a specific Academic Year. An Academic Year is the period during which school is in regular session and provides a required number of days of instruction. Date field, 9 characters (CCYY-CCYY)	System Administration > Calendar > School Years > Start Year/End Year Calendar.schoolYear
SSID	The unique identifier for the student assigned to or by the first California district in which the student is enrolled in accordance with CDE established standards. This number follows the student from school to school throughout their K-12 career. Alphanumeric, 10 characters	Census > People > Demographics > Person Identifiers > State ID Person.stateID
Local Student ID	A unique identifier assigned to the student by a local educational agency. This may not necessarily be the same as the identifier assigned to the student at the school level. Alphanumeric, up to 15 characters	Census > People > Demographics > Person Identifiers > Student Number Person.studentNumber
Filler Field	This field reports blank.	This field reports blank.
Filler Field	This field reports blank.	This field reports blank.
Filler Field	This field reports blank.	This field reports blank.
Filler Field	This field reports blank.	This field reports blank.



Data Element	Description	Campus Interface Location
Student Absence	Indicates whether the student is exempt from the CALPADS	System Administration > Resources > School > School Detail > Type
Summary Data Collection Exemption	absence summary data collection because the student is enrolled in a non-public school (NPS) or the	School.type
Indicator	a non-public school (NPS) or the student receives instruction through a home or hospital instructional setting as authorized. • When School Type = 06: Non-Public/Non-Sectarian School or 07: Other Non-Public School, a value of Y reports. • When the student has an Attendance Funding Category of 18: Home Hospital, a value of Y reports. • When the student has an Attendance Funding Category of 35: College Concurrent, a value of Y reports. • Otherwise, a value of N reports. • Otherwise, a value of N reports. When this field reports a value of Y, all of the remaining fields in the extract do not report. **Alphanumeric, 1 character (Y) or N	Student Information > General > Enrollments > State Reporting Fields > Attendance Funding Category Enrollment.attendanceFundingCategory (CustomStudent.value)



Data Element	Description	Campus Interface Location
Hourly Attendance School Type Indicator	Indicates whether the student is attending a school for which the calculation for all students is based on hourly attendance (e.g., continuation schools). • When School Type = 12: Community Day or 13: Continuation, a value of Y reports. • Otherwise, a value of N reports. When this field reports a value of Y, the calculation of the remaining data elements is affected. See the descriptions for the following fields for more information. When the Student Absence Summary Data Collection Exemption Indicator field reports a value of Y, this field does not report. Alphanumeric, 1 character (Y or N)	System Administration > Resources > School > School Detail > Type School.type
Expected Attendance Days	Reports the total number of days the individual student was scheduled to attend during the Academic Year, from the student's Enrollment Start Date to the Enrollment Exit Date. Expected attendance days are the number of days a student was scheduled to attend, whether or not he or she was actually in attendance based on the Enrollment Start and End date. For hourly programs, (e.g. continuation) expected attendance days must include all of the school days a student was scheduled to attend in the hourly program. This may be less than five days in a typical five-day	Calculated value, data not stored



Data Element	Description	Campus Interface Location
Data Element	Only periods marked as Instructional and Attendance taking are included in the calculation (periods marked as non-instructional are not included). Attendance entries assigned a State Attendance Code of HH: Home and Hospital are subtracted from this total. When the Hourly Attendance School Type Indicator (field 14) reports Y, the number of days the student is expected to attend (may be less than five days) reports. Days served in In-School Suspension is included in this calculation. When the Student Absence Summary Data Collection	Campus Interface Location
	Exemption Indicator field reports a value of Y, this field does not report. Numeric, 6 digits (N - NNN.NN)	
Days Attended	For Traditional STAS Reports the total number of days in whole numbers (more than 0 days, less than 250 days) the student attended the school. A day attended is defined as any day a student attendance for all or part of a school day.	Calculated value, data not stored
	Any day that is marked with State Attendance Code of SSE: Saturday School Excused, SSU: Saturday School Unexcused, 110: In-School Suspension, or HH: Home and Hospital is subtracted from this total.	



Data Element	Description A Day of Absence is defined as a	Campus Interface Location
Duta Lieilleiit	A Day of Absence is defined as a full day the student did not attend and was marked as unknown, excused or unexcused. This does not include days in Outof-School Suspension or days in In-School Suspension. Only periods marked as Instructional and Attendance taking are included in the calculation (periods marked as non-instructional are not included). When the Hourly Attendance School Type Indicator (field 14) reports Y, the value of Hours	Campus interface Location
	Present divided by Hours Scheduled to Attend multiplied by Days Expected to Attend reports. The calculation for Hourly students is the total value of Excused, Unexcused and OSS days minus subtracted from the Days Expected plus ISS. Days served in In-School Suspension is included in this calculation.	
	When the Student Absence Summary Data Collection Exemption Indicator field reports a value of Y, this field does not report. For Period-based STAS Reports the total number of days	
	(more than 0 days, less than 250 days) the student attended the school. A day attended is defined by the periods attended divided by the number of periods the student was scheduled for and was for attendance taking of a	



Data Element	school day. Description	Campus Interface Location
	Any day that is marked with State Attendance Code of 110: In-School Suspension is subtracted from this total. For calendar days marked as Instructional and Attendance, attendance periods where the student has a status of present (no attendance entry) is divided by the total number of periods for which the student is scheduled, multiplied by the total number of Instructional and Attendance Taking days in which student was scheduled. For Both Traditional and	
	Period-based STAS The values reported in the Non-ADA Generating Independent Study Days and ADA Generating Independent Study is subtracted from this calculation. Numeric, 6 digits (N - NNN.NN)	
Days Absent Out-of-School Suspension	For Traditional STAS Reports the total number of days in whole numbers (more than 0 days, less than 250 days) the student was absent from the regular classroom for the entire school day due to an out-of-school suspension. • When Attendance has at least one period of attendance, the day cannot count for reporting. • When the attendance is marked with State Code 100 or 110, the behavior resolution is used (OSS = 100). When the Hourly Attendance	Calculated value, data not stored



Data Element	School Type Indicator reports Y, Description the value of Hours Absent Due to	Campus Interface Location
	Out-of-School Suspension divided by Hours Scheduled to Attend multiplied by Days Expected to Attend reports.	
	When the Student Absence Summary Data Collection Exemption Indicator field reports a value of Y, this field does not report.	
	This field does NOT take into account teacher-entered unknown attendance entries.	
	For Period-based STAS Reports the total number of days (more than 0 days, less than 250 days) the student was absent from the regular classroom for the entire school day due to an out-of-school suspension.	
	 When Attendance has at least one period of attendance, the day cannot count for reporting. When the attendance is marked with State Code 100 or 110, the behavior 	
	resolution is used (OSS = 100). • For calendar days marked as Instructional and Attendance, attendance periods marked as OSS are divided by the student's scheduled total attendance periods multiplied by the	
	total number of Instructional and Attendance taking days in which the student was scheduled.	
	When the Hourly Attendance School Type Indicator reports Y, the value of Hours Absent Due to Out-of-School Suspension <i>divided</i>	



Data Element	by Hours Scheduled to Attend multiplied by Days Expected to	Campus Interface Location
	Attend reports. When the Student Absence Summary Data Collection Exemption Indicator field reports a value of Y, this field does not report. This field does NOT take into account teacher-entered unknown attendance entries. Numeric, 6 digits (N - NNN.NN)	
Days in Attendance In- School Suspension	For Traditional STAS Reports the total number of days in whole numbers (more than 0 days, less than 250 days) the student was in attendance but absent from the regular classroom for the entire school day due to either an in-school suspension or a teacher suspension from a classroom, or a combination of both. • When Attendance has at least one period of attendance, the day cannot count for reporting. • When the attendance is marked with State Code 110, the behavior resolution is used (ISS = 110). When the Hourly Attendance School Type Indicator reports Y, the value of Hours Absent Due to In-School Suspension divided by Hours Scheduled to Attend multiplied by Days Expected to Attend reports. When the Student Absence Summary Data Collection Exemption Indicator field reports a value of Y, this field does not report.	Calculated value, data not stored



Data Element	This field does NOT take into account teacher-entered	Campus Interface Location
	unknown attendance entries.	
	For Period-based STAS Reports the total number of days (more than 0 days, less than 250 days) the student was in attendance but absent from the regular classroom for the entire school day due to either an inschool suspension or a teacher suspension from a classroom, or a combination of both. • When Attendance has at least one period of attendance, the day cannot count for reporting. • When the attendance is marked with State Code 110, the behavior resolution is used (ISS = 110). • For calendar days marked as Instructional and Attendance, attendance periods marked as ISS are divided by the student's scheduled total attendance periods multiplied by the total number of Instructional and Attendance taking days in which the student was scheduled.	
	When the Hourly Attendance School Type Indicator reports Y, the value of Hours Absent Due to In-School Suspension divided by Hours Scheduled to Attend multiplied by Days Expected to Attend reports. When the Student Absence Summary Data Collection Exemption Indicator field reports a value of Y, this field does not	
	report. This field does NOT take into	



Data Element	presemption her-entered unknown attendance entries.	Campus Interface Location
	Numeric, 6 digits (N - NNN.NN)	
Days Absent Excused Non- Suspension	For Traditional STAS Reports the total number of days in whole numbers (more than 0 days, less than 250 days) the student was absent for the entire school day with a valid excuse. This does not include an absence due to an out-of-school or inschool suspension.	Calculated value, data not stored
	When there is a split in attendance codes, where a student has some Excused Non-Suspension Codes and some Unexcused Non-Suspension Codes on the same day and was not marked present at all in the day, use the following weighting system to report: 1. Out of school suspension 2. Then, Unexcused Non Suspension 3. Then, Excused Non Suspension • EX: Student has 1 excused absence in period 1, 2 Unexcused absences in periods two and three, and the rest OSS - report the OSS. • EX: Student has half day period absences of Excused and half day period absences as Unexcused, report the day as unexcused.	
	This field does include attendance events that are assigned a State Code of SSE: Saturday School Excused.	
	When the Hourly Attendance School Type Indicator reports Y, the value of Hours Absent	



Data Element	Excused (Non- Description Suspension) <i>divided by</i> Hours	Campus Interface Location
	Scheduled to Attend <i>multiplied by</i> Days Expected to Attend reports. When the Student Absence Summary Data Collection Exemption Indicator field reports a value of Y, this field does not report.	
	When the Unknown as Excused checkbox is marked on the report editor, unknown teacher attendance records are included in the calculation of this field. When the checkbox is not marked, this calculation does NOT include unknown teacher attendance records.	
	For Period-based STAS Reports the total number of days (more than 0 days, less than 250 days) the student was absent for the entire school day with a valid excuse. This does not include an absence due to an out-of-school or in-school suspension.	
	When there is a split in attendance codes, where a student has some Excused Non-Suspension Codes and some Unexcused Non-Suspension Codes on the same day and was not marked present at all in the day, use the following weighting system to report: 1. Out of school suspension	
	 Out of school suspension Then, Unexcused Non Suspension Then, Excused Non Suspension EX: Student has 1 excused absence in period 1, 2 Unexcused absences in periods two and three, and the rest 	



Data Element	OSS - report the OSS. • EX: Student has half	Campus Interface Location
	day period absences of	
	Excused and half day	
	period absences as	
	Unexcused, report the	
	day as unexcused.	
	For calendar days marked as	
	Instructional and Attendance,	
	attendance periods marked as	
	Excused are divided by the	
	student's scheduled total	
	attendance periods multiplied by	
	the total number of Instructional	
	and Attendance taking days in	
	which the student was scheduled.	
	This field does include attendance	
	events that are assigned a State	
	Code of SSE: Saturday School	
	Excused.	
	When the Hourly Attendance	
	School Type Indicator reports	
	Y, the value of Hours Absent	
	Excused (Non-	
	Suspension) divided by Hours	
	Scheduled to Attend multiplied by	
	Days Expected to Attend reports.	
	When the Student Absence	
	Summary Data Collection	
	Exemption Indicator field reports	
	a value of Y, this field does not	
	report.	
	When the Unknown as Excused	
	checkbox is marked on the report	
	editor, unknown teacher	
	attendance records are included	
	in the calculation of this field.	
	When the checkbox is not	
	marked, this calculation does NOT	
	include unknown teacher	
	attendance records.	
	Numeric, 6 digits (N - NNN.NN)	
Days Absent Unexcused	For Traditional STAS	Calculated value, data not stored



Nata Element Suspension	Reports the total number of days in whole numbers (more than 0	Campus Interface Location
suspension	days, less than 250 days) the student was absent for the entire school day without a valid excuse. This does not include students who are absent due to an out-of-school suspension or who attended in-school suspension. 1. Out of school suspension 2. Then, Unexcused Non Suspension 3. Then, Excused Non Suspension • EX: Student has 1 excused absence in period 1, 2 Unexcused absences in periods two and three, and the rest OSS - report the OSS. • EX: Student has half day period absences of Excused and half day	
	period absences as Unexcused, report the day as unexcused. This field does include attendance events that are assigned a State Code of SSU: Saturday School Unexcused. When the Hourly Attendance	
	School Type Indicator reports Y, the value of Hours Absent Unexcused (Non- Suspension) divided by Hours Scheduled to Attend multiplied by Days Expected to Attend reports. When the Student Absence	
	Summary Data Collection Exemption Indicator field reports a value of Y, this field does not report. When the Unknown as Unexcused checkbox is marked	



	on the report editor, unknown Description	
Data Element	teacher attendance records are	Campus Interface Location
	included in the calculation of this	
	field. When the checkbox is not	
	marked, this calculation does NOT	
	include unknown	
	teacher attendance records.	
	For Period-based STAS	
	Reports the total number of days	
	(more than 0 days, less than 250	
	days) the student was absent for	
	the entire school day without a valid excuse. This does not	
	include students who are absent	
	due to an out-of-school	
	suspension or who attended in-	
	school suspension.	
	Out of school suspension	
	2. Then, Unexcused Non	
	Suspension	
	3. Then, Excused Non	
	Suspension	
	EX: Student has 1	
	excused absence in	
	period 1, 2 Unexcused	
	absences in periods two	
	and three, and the rest OSS - report the OSS.	
	• EX: Student has half	
	day period absences of	
	Excused and half day	
	period absences as	
	Unexcused, report the	
	day as unexcused.	
	For calendar days marked as	
	Instructional and Attendance,	
	attendance periods marked as	
	unexcused are divided by the	
	student's scheduled total	
	attendance periods multiplied by	
	the total number of Instructional	
	and Attendance taking days in	
	which the student was scheduled.	
	This field does include attendance	
	events that are assigned a State	
	Code of SSU: Saturday School	



School Typ the value of Unexcused Suspension Scheduled Days Expension When the Significant Exemption a value of Vireport. When the Unexcuse	Hourly Attendance be Indicator reports Y, of Hours Absent d (Non- n) divided by Hours to Attend multiplied by ected to Attend reports. Student Absence Data Collection Indicator field reports Y, this field does not Unknown as ed checkbox is marked	
Unexcuse		
teacher att included in field. Wher marked, th include unl teacher att	tendance records.	
Non-ADA Generating Independent Study Days Study Days Gays, less to student did requirement generate a either traditindependent This is calconumber of an attenda State Atternoon ISI for a full days between the calendary ISI summary	tional STAS e total number of days umbers (more than 0 than 250 days) the d not satisfy nts necessary to day of attendance for litional or course-based ent student. culated by adding the days the student had ance entry mapped to a ndance Code of CII or III day plus the total een all events within lar year. Student Absence Data Collection Indicator field reports	Calculated value, data not stored



Data Element	Description For Period-based STAS	Campus Interface Location
	Reports the total number of days (more than 0 days, less than 250 days) the studenthe student did not satisfy requirements necessary to generate a day of attendance for either traditional or course-based independent student. This is calculated by adding the number of days the student had an attendance entry mapped to a State Attendance Code of CII or ISI for a full day plus the total days between all events within the calendar year. That number is divided by the student's total attendance periods with a code of ISC, CIC, CII or ISI, multiplied by the total number of Instructional and Attendance taking days in which the student was scheduled. When the Student Absence Summary Data Collection Exemption Indicator field reports a value of Y, this field does not report.	Campus interface Location
	Numeric, 6 digits (N - NNN.NN)	



Data Element	Description	Campus Interface Location
ADA Generating Independent Study	For Traditional STAS Reports the total number of days in whole numbers (more than 0 days, less than 250 days) the student satisfied statutory and regulatory requirements necessary to generate a day of attendance for either traditional or course-based independent student. This is calculated by adding the number of days the student had an attendance entry mapped to a State Attendance Code of CIC or ISC or a full day plus the total days between all events within the calendar year.	Calculated value, data not stored
	For Period-based STAS Reports the total number of days in whole numbers (more than 0 days, less than 250 days) the student satisfied statutory and regulatory requirements necessary to generate a day of attendance for either traditional or course-based independent student. This is calculated by adding the number of days the student had an attendance entry mapped to a State Attendance Code of CIC or ISC or a full day plus the total days between all events within the calendar year. Numeric, 6 digits (N - NNN.NN)	



Data Element	Description	Campus Interface Location
Period by Period Attendance Method Indicator	Indicates whether the student's attendance is reported using a period by period attendance by converting periods of attendance into days of attendance.	N/A
	A value of Y reports when the Student Absence Summary Data Collection Exemption Indicator (field 13) is blank/null, and indicates period by period reporting is used. Otherwise, a value of N reports.	

Previous Versions

CALPADS Student Absence Summary (STAS) [.2211 - 2231]