SAE Calculation Tool (Maryland)

Last Modified on 10/22/2022 10:23 am CDT

Attendance Calculation Logic | SAE Values | Calculate and Update State Aid Eligibility Values

Classic View: MD State Reporting > SAE Calculation Tool

Search Terms: SAE Calculation Tool

This tool determines State Aid Eligibility (SAE) and populates the State Aid Eligibility field on the Enrollment tab. SAE is reported in the September 30th Attendance report.

The September 30th Attendance and Enrollment report requires districts to report a State Aid Eligibility type. The calculation used to determine the eligibility is very complex. In order to ensure the extract generates in a reasonable amount of time, the SAE calculation is completed using this tool.

SAE Calculation Tool Example

Attendance Calculation Logic

- The attendance calculation is used to determine the following specific eligibilities: 00, 01, 04, and 06.
- The student must have an enrollment in the selected calendar(s). If the student has multiple enrollments in the selected calendar, multiple enrollments may be updated and appear on the Results Report unless the enrollment is marked as state excluded.
- The calculation is based on information from the September 30th date through the system date. No future data is considered.
- If the student has a value in the FTE field on their enrollment, then the tool completes the following steps.

1. Finds the number of student day minutes from the calendar.
2. Multiplies the number of student day minutes by the FTE.
3. Divides the number of minutes the student was absent by the product.
   - Absences are defined by any Attendance Code tied to a state code of 1-21

4. Converts the percent absent to the following values.

Percent Absent	Absent Value	Attendance Value
0-33	0	1
34-66	.5	.5
67-100	1	0

- If the student does NOT have a value in the FTE field on their enrollment, then the tool calculates the total number of absences for the reporting period based on the values found in System Administration > Calendar > Whole Day (absence) and Half Day (absence). Absences are defined by any Attendance Code tied to a state code of 1-21.

- If the student does NOT have an FTE filled out on their enrollment AND is not scheduled into any instructional periods, they are considered absent for the day.

SAE Values

When determining State Aid Eligibility, Campus searches for and determines eligibilities in the following order:

Values	Name	This value reports when...
00	Withdrawn	- the Enrollment End date is prior to 09/30 of the selected calendar(s) start year, even if it is prior to the first instructional day, **OR** - the Enrollment end date is on 09/30 AND the Exit Code is NOT T10. If September 30th field has a different date, that date is used instead.
04	Ineligible – no attendance in September	the student (any age) has 0 days present from the first instructional/attendance day of the calendar tied to their enrollment through the last instructional/attendance day in September. If the student is not scheduled into ANY instructional periods during this time period, the calculation considers it an absence.

Values	Name	This value reports when…
06	Ineligible – COMAR 13A.02.06	ONE of the following scenarios is true. • the student of any age has at least a .5 day of attendance in August AND no attendance in September **OR** • the student must be absent a full day on September 30th Effective Date AND has no attendance in October (regardless of excused/unexcused) **OR** • the student must be present at least .5 day of attendance in September and .5 day in October AND has 10 or more consecutive absences. 10 consecutive absences must be state code of 20 or 21 and include the September 30th Effective Date AND the 1st Instructional/Attendance Day in October **OR** • the student must be absent half a day on the September 30th Effective Date AND have no present days during the 10 Instructional/Attendance days before and after the September 30th Effective Date. The 10 absences before or after the September 30th Effective Date can have any state attendance code.
03	Ineligible – age less than 5	• the student's enrollment is tied to state grade level of 92,93,94,95, or 96
02	Ineligible – age 21 and over	• the student is over 21 years old by September 1 AND • the student is present at least .5 day in September.
05	Ineligible – Maryland non – resident student	• the student has no active address where the state is Maryland. • the student has no address as of the 9/30 effective date. All active addresses tied to the student as of the effective date are checked. If the student is tied to more than 1 household that meets this requirement, a record for each household.
09	Ineligible – Nonpublic Placement	• the student's enrollment as of the date entered in the September 30th Date field is tied to a school with a school type of 99: non-public.
07	Ineligible – documentation of immunization unavailable	• the student does not meet any of the other Ineligibilities (00, 02-09) AND • the student does NOT have the Immunization Compliance checkbox marked on their enrollment.

Values	Name	This value reports when...
01	Eligible for State Aid	the student does NOT meet any of the Ineligibility types (00, 02-07,09) AND meets one of the following conditions: • is present for a full day on September 30th **OR** • is present for a half day in September and a half day in October with no more than 10 consecutive unlawful absences (of state code 20 or 21) between the September and October days **OR** • is present for a half day on September 30th and present for a half or full day during the 10 Instructional/Attendance days before and after the September 30th Effective Date.
08	Ineligible – documentation of sustained effort or residency unavailable	This value is not used.

Calculate and Update State Aid Eligibility Values

1. Select a calendar in the tool bar at the top of the screen. A calendar must be selected to complete the calculation.
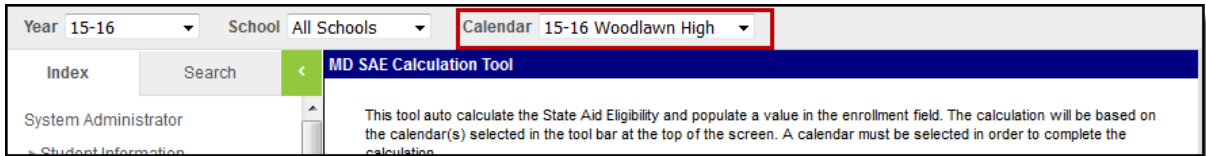
2. Select one of the following modes:
   - **Overwrite**: This option overwrites any existing State Aid Eligibility values.
   - **Fill Null Value Only**: If a student does not have a State Aid Eligibility value, this option calculates and adds the value to their Enrollment.
3. Click the **Test** button.

Result

The tool calculates SAE values for students and returns a results report.

Errors/Warnings

State Aid Eligibility Results Report

Number of Enrollments Updated: 10 (In TEST mode no data has been inserted into the database.)

LEA	School Number	State Wide Unique ID	Local Student Number	Last Name	First Name	Birthdate	Grade	Enrollment Start Date	Enrollment End Date	Days Attending	Days Absent	SAE Value
	0123	1234567890	999888777	Anderson	Sarah	19980208	12	2015-07-01		226.00		07
	0123			Alberts	Grace	20000721	09	2015-07-01		226.00		05
	0123	2345678901	555444333	Brown	Lisa	19990107	11	2015-08-26		173.50	22.50	06
	0123			Garcia	Bill	20000801	10	2015-08-17		213.00		07
	0123			Grant	Julie	19980501	09	2015-07-01		226.00		05
	0123			Lewis	Stephan	19991104	11	2015-07-01		203.00	23.00	06
	0123			McMahon	Stella	20010506	09	2015-07-01		226.00		05
	0123			Moore	Adam	20010117	10	2015-07-01		226.00		05
	0123			Ross	Shawn	20001220	10	2015-07-01		226.00		05
	0123			Thomas	Brian	19991202	11	2015-07-01		226.00		05

4. Click the **Generate** button or **Submit to Batch**.

> You have the option of submitting a report request to the batch queue by clicking **Submit to Batch** instead of immediately generating the report by clicking **Generate Extract**. The batch process allows larger reports to generate in the background without disrupting the use of Campus. For more information about submitting a report to the batch queue, see the Batch Queue article.

Result

The tool updates student's State Aid Eligibility values based on the options you selected on the editor. If a student is not able to meet any of the state aid eligibility values, a record does not report and the student appears on the errors extract. If the student does not have an active household address as of the September 30th date, the student reports with all address fields null. If the student is tied to more than one household, a record for each household reports.