Class Level Membership (CLM) Extract (Maryland)

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Report Logic | Report Editor Fields | Summary Report Layout | Detail Report Layout | Time of Year Codes

Classic View: MD State Reporting > CLM

Search Terms: CLM

The Class Level Membership Extract reports, at the class level, the number of students being instructed in core academic subjects as well as information about the teacher that instructs each class.

There are two extract types.

Type	Description
Summary	Used for state submission.
Detail	Used to audit the summary report. This extract includes individual student information.

CLM ☆

Reporting > MD State Reporting > CLM

Maryland Class Level Membership Extract

The Class Level Membership extract is required to submit a data file to MSDE that contains class level counts of the number of students being instructed in core academic subjects, as well as information on the teacher that instructs each class.

There are two extract types:
Summary: Used for state submission
Detail: Used to audit summary report. This extract includes individual student information.

Include Course Information checkbox: Will only display when extract type is Summary. When checked the Summary extract will display course name, course number, and section number on the extract.

Extract Options

Report Type   CLM Summary ▾
Effective Date   04/09/2020
Output Format   TXT (State Format) ▾

Which students would you like to include in the report?
◉ Grade
    All Grades
    91
    01
    02
    03

○ Ad Hoc Filter
Ad Hoc Filter(Staff)
Ad Hoc Filter(Course)
Include Course Information   ☐

Generate Report   Submit to Batch

Select Calendars
Which calendar(s) would you like to include in the report?
◉ active year
○ list by school
○ list by year

19-20
    19-20 0004 Steuart Hill Academ
    19-20 0007 Cecil Elementary
    19-20 0008 City Springs Elem/M
    19-20 0010 James McHenry Elem/
    19-20 0011 Eutaw-Marshburn Ele
    19-20 0012 Lakeland Elementary
    19-20 0013 Tench Tilghman Elem
    19-20 0015 Stadium School Midd
    19-20 0016 Johnston Square Ele
    19-20 0021 Hilton Elementary
    19-20 0022 George Washington E
    19-20 0023 Wolfe Street Academ
    19-20 0027 Commodore John Rod
    19-20 0028 Sandtown-Winchester
CTRL-click or SHIFT-click to select multiple

Refresh   Show top 50 ▾ tasks submitted between 04/02/2020 and 04/09/2020

Batch Queue List

Queued Time	Report Title	Status	Download

Class Level Membership Extract Editor

Report Logic

- To report, courses must meet the following criteria:
  - Subject type is CORE or ELEM
  - Course is marked as Active
  - Course Exclude is null
  - State Code cannot be null
  - Section must have at least 1 student in state grades 91-12 registered for the school year
- Reports the Primary Teacher as of the section end date tied to the course sections that meet the previous criteria.
- If the section has not ended, the Primary Teacher as of the Effective Date selected on the extract editor reports.

- If there is no active primary teacher, the most recent active teacher as of the course End

Date reports or if course has not ended, the effective date where the role Teacher of Record (TR) or Long Term Substitute (LT) reports.

- If multiple teachers meet the previous criteria, both teachers report.

- A teacher may only report 12 times on the extract. If a teacher meets the requirements to report on more than 12 sections, then the top 12 sections based on the number of students rostered as of the Effective Date report.

- All fields that report a student count only report for students who were active in the section as of the report Effective Date.

- The report sorts first alphabetically by Teacher Last Name then by lowest to highest Course Number.

Title 1 Students

- A student is considered to be Title 1 if the student has an active Title1 Flag that meets the following criteria:
  - State code of T1
  - Flag is marked as state reported
  - Flag is active as of section end date (If the section has not ended, Campus uses the system date)

- If student has a value in the home school field on their enrollment AND there is a school in the district with that state school code, then Campus finds the school record that falls as of the end date on the extract editor and reports the value from the Title 1 field on that school.

- Campus considers the School History Record and Title 1 Flag.

Code in School	Description	Included in the total for Title 1 Students?
TGELGBNOPROG	Targeted Assistance Eligible - No Program	No
TGELGBTGPROG	Targeted Assistance Program	Yes, if the student has an active Title1 Flag with a state code of T1 and is marked as state reported as of the report end date report. Otherwise, no.
SWELIGTGPROG	Schoolwide Eligible - Targeted Assistance	Yes, if the student has an active Title1 Flag with a state code of T1 and is marked as state reported as of the report end date. Otherwise, no.
SWELIGNOPROG	Schoolwide Eligible- No Program	No

Code in School	Description	Included in the total for Title 1 Students?
SWELIGSWPROG	Schoolwide Program	Yes
NOTTITLE1ELIG	Not a Title I School	No

Report Editor Fields

Field	Description
Report Type	There are two Report Types. • **Summary**: Used for state submission • **Detail**: Used to audit the summary report. This extract includes individual student information.
Effective Date	The Effective Date selected here is used to calculate the values for multiple fields on the extract. The default value is today's date.
Output Format	• TXT (State Format) • Comma Separated (CSV) • HTML
Which students would you like to include in the report?	Grade - Select the grade(s) to include in the report. Ad Hoc Filter - Student Ad Hoc filters are available for narrowing report results.
Ad Hoc Filter (Staff)	Staff Ad Hoc filters are available for narrowing report results.
Ad Hoc Filter (Course)	Course Ad Hoc filters are available for narrowing report results.
Include Course Information	When this checkbox is marked, the Course Number, Course Name, and Section Number report. This checkbox only displays when the Report Type is **CLM Summary**.
Select Calendars	The calendar(s) from which data is pulled for the report.

Field	Description
Generate Report Submit to Batch	Users have the option of submitting the report request to the batch queue by clicking **Submit to Batch** instead of **Generate Extract**. This 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.

Summary Report Layout

Element	Description	Location
LEA Number	The two-digit state designation of the local education agency. *Numeric, 2 digits*	System Administration > District Info > State District Number
School Number	The four-digit code assigned to the school building. *Numeric, 4 digits*	System Administration > Resources > School > Reporting School ID System Administration > Resources > School > State School Number
Unique Statewide Identifier	The State Assigned Teacher Identification (SATID). *Alphanumeric, 10 characters*	Census > People > Demographics > StateStaff ID
Local Employee Number	The locally assigned employee number. *Numeric, 10 digits*	Census > People > Demographics > Local Staff Number
Last Name	The teacher's last name. Reports the last name from the current Identity record. Legal Last Name reports. If Legal Last Name is null, the Last Name reports. *Alphanumeric, 25 characters*	Census > People > Identities > Current Identity > Legal Last Name or Last Name

Element	Description	Location
First Name	The teacher's first name. Reports the first name from the current Identity record. Legal First Name reports. If Legal First Name is null, the First Name reports. *Alphanumeric, 15 characters*	Census > People > Identities > Current Identity > Legal First Name or First Name
Middle Name	The teacher's middle name. Reports the middle name from the current Identity record. Legal Middle Name reports. If Legal Middle Name is null, the Middle Name reports. *Alphanumeric, 15 characters*	Census > People > Identities > Current Identity > Legal Middle Name or Middle Name
Generational Suffix	The teacher of record's generational suffix. Reports the suffix from the current Identity record. If the Legal First Name and Legal Name are not null, Legal Suffix reports. If the Legal First Name and Legal Middle Name are null, Suffix reports. *Alphanumeric, 3 characters*	Census > People > Identities > Current Identity > Legal Suffix or Suffix
BC-Maiden Last Name	The teacher of record's maiden name. Reports the last name from the current Identity record. Legal Last Name reports. If Legal Last Name is null, the Last Name reports. *Alphanumeric, 25 characters*	Census > People > Identities > Current Identity > Legal Last Name or Last Name
Date of Birth	The teacher of record's birth date. *Date field, 8 characters YYYYMMDD*	Census > People > Identities > Current Identity > Birth Date

Element	Description	Location
Gender	The teacher of record's gender. **M**: Male **F**: Female **X**: Non-Binary Reports the gender from the current Identity record. Legal Gender reports. If Legal Gender is null, Gender reports *Alphanumeric, 1 character*	Census > People > Identities > Current Identity > Legal Gender or Gender
Hispanic/Latino Ethnicity	The teacher of record's ethnicity. **Y** reports when this checkbox is marked. Otherwise, this element report **N**. *Alphanumeric, 1 character*	Census > People > Demographics > Race Ethnicity > Is the individual Hispanic/Latino
Race	The five-digit code describing the teacher's race. • 0 or 1 – American Indian/Alaskan Native • 0 or 2 – Asian • 0 or 3 – Black or African American • 0 or 4 – Native Hawaiian or Other Pacific Islander • 0 or 5 – White *Numeric, 5 digits*	Census > People > Demographics > Race Ethnicity
SSN	The teacher's social security number. *Numeric, 9 digits*	Census > People > Demographics > SSN
Filler	N/A	N/A
Long Term Substitute	If the teacher's role is "Long Term Substitute," **1** reports. Otherwise, this element reports **0**. *Alphanumeric, 1 character*	Course > Section > Section Staff History > Teacher > Role
Time of Year	The time of year in which the course takes place. See the Time of Year Codes for valid options. *Alphanumeric, 2 characters*	Course > Section > Section Detail > Time of Year

Element	Description	Location
Class Number	The class number is based on the total number of sections in which the teacher is tied across the calendar(s) selected in the extract editor. The sequence is based on the number of students in the course as of the section end date. If the section has not ended, the calculation uses the Effective Date entered on the extract editor. If multiple sections have the same number of students, the sequence number is based on the section ID. The highest ID gets the highest sequence number. The maximum value for this element is 12. For example, if the teacher has 12 students in section A and 14 in section B, Section B would report 01 and section A would report 02. *Numeric, 2 digits*	N/A
Grade	The minimum state grade level of the students enrolled as of the effective date. Campus reviews the roster as of the Effective Date and reports the grade of the student with the lowest state grade level. State grade 91 is lowest and state grade 12 is highest. *Numeric, 2 digits*	Course > Section > Roster > Grade System Administration > Calendar > Calendar > Grade Levels > State Grade
Subject Code	The state code from the course. *Alphanumeric, 4 characters*	Course > State Code
Hispanic/Latino='Y' and any race - Male Students	The number of male students that are Hispanic/Latino as of the section end date. *Numeric, 4 digits*	Census > People Demographics > Identity > Gender > Male Census > People Demographics > Identity > Race/Ethnicity > Hispanic Latino > Yes

Element	Description	Location
Hispanic/Latino='Y' and any race - Female Students	The number of students that are Hispanic and female as of the section end date. *Numeric, 4 digits*	Census > People Demographics > Identity > Gender > Female Census > People Demographics > Identity > Race/Ethnicity > Hispanic Latino > Yes
Hispanic/Latino='N' and American Indian or Alaska Native - Male Students	The number of students that are American Indian or Alaska Native and male as of the section end date. *Numeric, 4 digits*	Census > People Demographics > Identity > Gender > Male Census > People Demographics > Identity > Race/Ethnicity > Hispanic Latino > N:No Census > People Demographics > Identity > Federal Race/Ethnicity > 2
Hispanic/Latino='N' and American Indian or Alaska Native - Female Students	The number of students that are American Indian or Alaska Native and female as of the section end date. *Numeric, 4 digits*	Census > People Demographics > Identity > Gender > Female Census > People Demographics > Identity > Federal Race/Ethnicity > 2

Element	Description	Location
Hispanic/Latino='N' and Asian - Male Students	The number of students that are Asian and male as of the section end date. *Numeric, 4 digits*	Census > People Demographics > Identity > Gender > Male Census > People Demographics > Identity > Federal Race/Ethnicity > 3
Hispanic/Latino='N' and Asian - Female Students	The number of students that are Asian and female as of the section end date. *Numeric, 4 digits*	Census > People Demographics > Identity > Gender > Female Census > People Demographics > Identity > Federal Race/Ethnicity > 3
Hispanic/Latino='N' and Black or African American - Male Students	The number of students that are Black and male as of the section end date *Numeric, 4 digits*	Census > People Demographics > Identity > Gender > Male Census > People Demographics > Identity > Federal Race/Ethnicity > 4
Hispanic/Latino='N' and Black or African American - Female Students	The number of students that are Black and female as of the section end date. *Numeric, 4 digits*	Census > People Demographics > Identity > Gender > Female Census > People Demographics > Identity > Federal Race/Ethnicity > 4

Element	Description	Location
Hispanic/Latino='N' and Native Hawaiian or Other Pacific Islander - Male Students	The number of students that are Native Hawaiian or Other Pacific Islander and male as of the section end date. *Numeric, 4 digits*	Census > People Demographics > Identity > Gender > Male Census > People Demographics > Identity > Federal Race/Ethnicity > 5
Hispanic/Latino='N' and Native Hawaiian or Other Pacific Islander - Female Students	The number of students that are Native Hawaiian or Other Pacific Islander and female as of the section end date. *Numeric, 4 digits*	Census > People Demographics > Identity > Gender > Female Census > People Demographics > Identity > Federal Race/Ethnicity > 5
Hispanic/Latino='N' and White - Male Students	The number of students that are White and male as of the section end date. *Numeric, 4 digits*	Census > People Demographics > Identity > Gender > Male Census > People Demographics > Identity > Federal Race/Ethnicity > 6
Hispanic/Latino='N' and White - Female Students	The number of students that are White and female as of the section end date. *Numeric, 4 digits*	Census > People Demographics > Identity > Gender > Female Census > People Demographics > Identity > Federal Race/Ethnicity > 6

Element	Description	Location
Hispanic/Latino='N' and Two or More Races - Male Students	The number of students that are two or more races and male as of the section end date. *Numeric, 4 digits*	Census > People Demographics > Identity > Gender > Male Census > People Demographics > Identity > Federal Race/Ethnicity > 7
Hispanic/Latino='N' and Two or More Races - Female Students	The number of students that are two or more races and female as of the section end date. *Numeric, 4 digits*	Census > People Demographics > Identity > Gender > Female Census > People Demographics > Identity > Federal Race/Ethnicity > 7
Title I Students	The number of students that are Title 1. See the Title 1 Students information in the report logic for more details. *Numeric, 4 digits*	Student Information > General > Enrollments > End Status > Standard code area of the dictionary
Students Eligible for Free or Reduced Price Meals	The number of students that have free or reduced meals. If the student's eligibility is free or Reduced as of the section end date, they will report. Otherwise, they are not included. *Numeric, 4 digits*	FRAM > Eligibility > Eligibility

Element	Description	Location
Students with Disabilities	The number of student with disabilities. To calculate this element, Campus uses the student's most recent IEP where the print format is MD SPED Data as of the end date on the extract editor to determine the special ed status. Students are included if their most recent IEP has a Special Ed Start Date that is prior to or equal to the report course End Date. If the course has not ended, Campus uses the extract editor Effective Date. The latest IEP Closed Date must be less or equal to the extract editor Effective Date AND • the Exit Code must be null, OR • if the Exit Code is not null AND the Special Ed Exit date is after the course End Date or the course is ended Campus uses the Effective Date on the extract editor. *Numeric, 4 digits*	Student Information > Special Ed > Documents > IEP > Print Format is MD SPED Date > Detail Editor > Start Date, IEP Closed Date, Exit Code
Students with 504 Plans	The number of students with a 504 plan. Campus totals the number of students rostered into the course as of the course End Date that are 504. Students are considered 504 if they have an active 504 record with a start date before the last day of the section or if the section has not ended, a 504 start date prior to the Effective Date and one of the following: 504 End Date is NULL OR 504 End Date is after the extract editor End Date. *Numeric, 4 digits*	Student Information > General > Flags > Flag (State Code of 504 and marked as state reported)
Students with Limited English Proficiency	The number of student with Limited English Proficiency. Students in the course/section that meet the following criteria report: • Have an EL status of EL or EL Exited with an exited date that is on or after the course end date. • If the course has not ended, Campus uses the extract editor Effective Date. *Numeric, 4 digits*	Student Information > Program Participation > English Learners (EL) > EL > Program Status = EL or Exited EL

Element	Description	Location
LEA Use	Blank	N/A
Course Number	The Course Number. This element only reports when the **Include Course Information** checkbox is marked on the extract editor. *Numeric, 20 digits*	Course > Number
Course Name	The Course Name. This element only reports when the **Include Course Information** checkbox is marked on the extract editor. *Alphanumeric, 40 characters*	Course > Name
Section Number	The Section Number. This element only reports when the **Include Course Information** checkbox is marked on the extract editor. *Numeric, 15 digits*	Section > Number

Detail Report Layout

Element	Description	Location
Course Number	The Course Number. This element only reports when the Include Course Information checkbox is marked on the extract editor. *Numeric, 20 digits*	Course > Number **Database:** Course.number
Section Number	The Section Number. This element only reports when the Include Course Information checkbox is marked on the extract editor. *Numeric, 15 digits*	Section > Number **Database:** Section.number
Subject Code	The state code from the course. *Alphanumeric, 4 characters*	Course > State Code **Database:** Course.statecode

Element	Description	Location
Time of Year	The time of year in which the course takes place. See the Time of Year Codes for valid options. *Alphanumeric, 2 characters*	Course > Section > Section Detail > Time of Year **Database:** definition.termtype
Teacher Last Name	The teacher's last name. Reports the last name from the current Identity record. Legal Last Name reports. If Legal Last Name is null, the Last Name reports. *Alphanumeric*	Identity > Legal Last Name or Last Name **Database:** identity.lastname
Teacher First Name	The teacher's first name. Reports the first name from the current Identity record. Legal First Name reports. If Legal First Name is null, the First Name reports.	Identity > Legal First Name or First name **Database:** identity.firstname
Long Term Substitute	If the teacher's role is "Long Term Substitute," **Y** reports. Otherwise, this element reports **N**. *Alphanumeric, 1 character*	Course > Section > Section Staff History > Teacher > Role **Database:** Teacher.role

Element	Description	Location
Class Number	The class number is based on the total number of sections in which the teacher is tied across the calendar(s) selected in the extract editor. The sequence is based on the number of students in the course as of the section end date. If the section has not ended, the calculation uses the Effective Date entered on the extract editor. If multiple sections have the same number of students, the sequence number is based on the section ID. The highest ID gets the highest sequence number. The maximum value for this element is 12. For example, if the teacher has 12 students in section A and 14 in section B, Section B would report 01 and section A would report 02. *Numeric, 2 digits*	N/A
LEA Number	The two-digit state designation of the local education agency. *Numeric, 2 digits*	System Administration > District Info > State District Number **Database:** District.number
Reporting School ID	The state school number for the school to which the course is tied. *Numeric, 4 digits*	System Admin > Resources > School > Reporting School ID **Database:** School.reportingSchoolIDnumber
School Number	The four-digit code assigned to the school building. *Numeric, 4 digits*	System Administration > Resources > School > State School Number **Database:** School.number

Element	Description	Location
Unique Statewide Identifier	The State Assigned Teacher Identification (SATID). *Numeric*	Census > People > Demographics > StateStaff ID **Database:** Person.stateID
Local Student Number	The student's local ID. *Numeric*	Census > People > Demographics > Local Student Number **Database:** Person.studentnumber
Last Name	The student's last name. Reports the last name from the current Identity record. Legal Last Name reports. If Legal Last Name is null, the Last Name reports. *Alphanumeric*	Census > People > Identities > Current Identity > Legal Last Name or Last Name **Database:** identity.lastname
First Name	The student's first name. Reports the first name from the current Identity record. Legal First Name reports. If Legal First Name is null, the First Name reports. *Alphanumeric*	Census > People > Identities > Current Identity > Legal First Name or First Name **Database:** identity.firstname
Middle Name	The student's middle name. Reports the middle name from the current Identity record. Legal Middle Name reports. If Legal Middle Name is null, the First Name reports. *Alphanumeric*	Census > People > Identities > Current Identity > Legal Middle Name or First Name **Database:** identity.middlename
Date of Birth	The student's birthday. *Date field, 8 characters YYYYMMDD*	Census > People > Identities > Current Identity > Birth Date **Database:** identity.birthdate

Element	Description	Location
Gender	The student's gender. • 1 = Male • 2 = Female Reports the gender from the current Identity record. Legal Gender reports. If Legal Gender is null, Gender reports. *Alphanumeric*	Census > People > Identities > Current Identity > Legal Gender or Gender **Database:** identity.gender
Hispanic/Latino Ethnicity	The student's ethnicity. **Y** reports when this checkbox is marked. Otherwise, this element report **N**. *Alphanumeric, 1 characters*	Census > People > Demographics > Race Ethnicity > is the individual Hispanic/Latino **Database:** Identity.hispanicEthnicity
Race	The five-digit code describing the student's race. • 0 or 1 – American Indian/Alaskan Native • 0 or 2 – Asian • 0 or 3 – Black or African American • 0 or 4 – Native Hawaiian or Other Pacific Islander • 0 or 5 – White **Example** 02000 = Asian *Numeric*	Census > People > Demographics > Race Ethnicity **Database:** Identity.raceEthnicityFED
Grade	The student's grade level as of the Effective Date. *Numeric*	Student Information > General > Enrollment > Grade Level System Administration > Calendar > Calendar > Grade Levels **Database:** Enrollment.grade Gradelevel.stategrade

Element	Description	Location
Title I Students	The number of students that are Title 1. See the Title 1 Students information in the report logic for more details. *Alphanumeric*	Student Information > General > Enrollments > End Status > Standard code area of the dictionary
Students Eligible for Free or Reduced Price Meals	The number of students that have free or reduced meals. If the student's eligibility is free or Reduced as of the section end date, they will report. Otherwise, they are not included. *Numeric, 4 digits*	FRAM > Eligibility > Eligibility **Database:** POSEligibility.eligibility
Students with Disabilities	The number of student with disabilities. To calculate this element, Campus uses the student's most recent IEP where the print format is MD SPED Data as of the end date on the extract editor to determine the special ed status. Students are included if their most recent IEP has a Special Ed Start Date that is prior to or equal to the report course End Date. If the course has not ended, Campus uses the extract editor Effective Date. The latest IEP Closed Date must be less or equal to the extract editor Effective Date AND • the Exit Code must be null, OR • if the Exit Code is not null AND the Special Ed Exit date is after the course End Date or the course is ended Campus uses the Effective Date on the extract editor. *Numeric, 4 digits*	Student Information > Special Ed > Documents > IEP > Print Format is MD SPED Date > Detail Editor > Start Date, IEP Closed Date, Exit Code

Element	Description	Location
Students with 504 Plans	The number of students with a 504 plan. Campus totals the number of students rostered into the course as of the course End Date that are 504. Students are considered 504 if they have an active 504 record with a start date before the last day of the section or if the section has not ended, a 504 start date prior to the Effective Date and one of the following: 504 End Date is NULL OR 504 End Date is after the extract editor End Date. *Numeric, 4 digits*	Student Information > General > Flags > Flag (State Code of 504 and marked as state reported) **Database:** Program.code
Students with Limited English Proficiency	The number of student with Limited English Proficiency. Students in the course/section that meet the following criteria report: • Have an EL status of EL or EL Exited with an exited date that is on or after the course end date. • If the course has not ended, Campus uses the extract editor Effective Date. *Numeric, 4 digits*	Student Information > Program Participation > English Learners (EL) > EL > Program Status is EL or Exited EL **Database:** Lep.programstatus Lep.idenfiedDate

Time of Year Codes

Code	Name
1Q	1st Quarter
1S	1st Semester/Fall Semester
1T	1st Trimester
2Q	2nd Quarter
2S	2nd Semester/Spring Semester
2T	2nd Trimester
3Q	3rd Quarter
3T	3rd Trimester

Code	Name
4Q	4th Quarter
F	Full Year
M	Mini Session
O	Other
S	Summer Term
SY	School Year