

Secondary Extract (Michigan)

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The 10/30 Secondary Extract reports students enrolled in grades 6-12 who were absent for one or more periods on the Count Date.

Report Logic

A record reports for each student who has a period of absence on the Count Date. An absence must have a Status of Absent (Excused or Unexcused) and a State Code entered.

Extract Formats

The 10/30 Secondary Extract generates in PDF format. See the [1030 Extracts](#) article for directions on generating the extract.

Secondary Count Day Absence Report																	Page 1 of 2	
District:	Baldwin Community Schools											School Year:	08-09					
Bldg/Prgm:	Baldwin High School											Count Date:	09/02/2008					
												Run Date:	01/10/2012					
<p>INSTRUCTIONS: List each pupil absent on count day. Note pupil's grade, check each period that pupil was absent on count day, and indicate whether absence was excused or unexcused. Indicate date pupil returned to each class period that pupil was absent from on count day. If operating a block schedule this form must be completed for each day of the block.</p> <p>NOTE: A district form may be substituted for this form, BUT IT MUST CONTAIN ALL THIS REQUIRED INFORMATION.</p>																		
Name (Last, First, MI)	Grade	Class Period Absent								Date Returned to Class Period								FTE
		1	2	3	4	5	6	7	8	1	2	3	4	5	6	7	8	
1. Ashley	10			U	U		U	U	U			09/04/2008	09/04/2008		09/08/2008	09/08/2008	09/08/2008	.00
2. George	09						U	U	U						09/03/2008	09/03/2008	09/03/2008	1.00
3. Ashley	10			U			U					09/03/2008			09/03/2008			.00
4. Kristina	12						U	U	U						09/03/2008	09/03/2008	09/03/2008	.00
5. Tara	09			U	U							09/03/2008	09/03/2008					.00
6. Casandra	09			U	U		U	U	U			09/03/2008	09/03/2008		09/03/2008	09/03/2008	09/03/2008	.00
7. Nicholas	10			U								09/03/2008						1.00
8. Corde'	11							U								09/03/2008		1.00

Image 1: 10/30 Secondary Extract

Data Elements for the Secondary Extract

Element Name	Description	Campus Location
District Number	State district number <i>Numeric, 5 digits</i>	System Administration > Resources > District Information > State District Number District.number

Element Name	Description	Campus Location
District Name	Name of the district <i>Alphanumeric, 20 characters</i>	System Administration > Resources > District Information > Name District.name
School Year	Calendar year being counted <i>Alphanumeric, XX-XX</i>	System Administration > Calendar > School Years > Start Year/End Year Calendar.endYear Calendar.startYear
School Number	State school number <i>Numeric, 5 digits</i>	System Administration > Resources > School > State School Number School.number
School Name	Name of school <i>Alphanumeric, 20 characters</i>	System Administration > Resources > School > Name School.name
Count Date	Count date entered on the report editor <i>Date field, MM/DD/CCYY</i>	Not dynamically stored
Last Name	Last name of the student <i>Alphanumeric, 25 characters</i>	Census > People > Demographics > Person Information > Last Name Identity.lastName
First Name	First name of the student <i>Alphanumeric, 15 characters</i>	Census > People > Demographics > Person Information > First Name Identity.firstName
Middle Initial	Middle initial of the student <i>Alphanumeric, 1 character</i>	Census > People > Demographics > Person Information > Middle Name Studentcontact.middleName

Element Name	Description	Campus Location
Grade	Grade level of enrollment <i>Numeric, 2 digits</i>	Student Information > General > Enrollments > General Enrollment Information > Grade Enrollment.grade
Class Period Absent	Displays the names of the periods on the Count Date in which the student was absent. If a student was absent from any class on the Count date, the period with the attendance code given for the class will be reported. Reports the local attendance code. <i>Alphanumeric, 1 character</i>	Student Information > General > Schedule Calculated
Date Returned to Class Period	The first date the student attends class after the attendance entry and the count date. Reports the first date the student did not have an absence code in the reported period. Reports as follows: <ul style="list-style-type: none"> • If the student has not yet returned to the class period, this field will remain blank. • If the student has a roster End Date that matches the extract Count Date, reports as DR to indicate 'Did Not Return. • If the student has subsequent full day absences and a roster End Date prior to the current date, reports as DR. • If all periods have a roster End Date and report as DR, reports the FTE stricken through. <i>Date field, MM/DD/CCYY</i>	Student information > General > Attendance Attendance.date
FTE Membership Reported	Student's general FTE membership. Reports struck through if all period records report as DR. <i>Numeric, #.##</i>	Student Information > General > Enrollment > State Reporting Fields > FTE in General Education Calculated