

Montana EWS Extract

Last Modified on 10/22/2022 10:28 am CDT

Report Criteria | Generating the EWS Extract | Report Layout | Required Data Setup

PATH: *MT State Reporting > MT EWS*

The Early Warning System (EWS) Report details attendance, behavior and grade data for use in providing Montana OPI with data for import into the Early Warning System.

Index Search <	Montana Early Warning System Extract					
Search Campus Tools	The Montana Early Warning System Extract is used to pull Attendance, Behavior, and Grade Information. The information will be based on the student's data as of the system date. The current semester is used for the Credits Per Year and On Track calculation. Please select the semester as of today's date.					
System Administrator	There are two ways to generate a report:					
Student Information	 Use the Generate Extract option to view results immediately To schedule the report, use the Submit to Batch option. To review the results file, use the Batch Queue List located on the 					
► Census	editor or navigate to System Administration > Batch Queue > Batch Queue Admin					
Behavior	Extract Options *Select Calendar(s)					
▶ Health	Which calendar(s) would you like to include in the report?					
Attendance	*Format CSV V					
▶ Scheduling	*Current Semester 01 Ultraction Control Contr					
► Fees	Ad Hoc 🗸 🗸 🗸 Ad Hoc					
Grading & Standards	18-19 Butte Central Elementary					
▶ Medicaid	Generate Extract Submit to Batch 18-19 Butte High School					
Program Admin	18-19 East Middle School 18-19 Emerson School					
Ad Hoc Reporting	18-19 Hillcrest School 18-19 Kennedy School					
User Communication	18-19 Margaret Leary School					
Assessment	18-19 West Elementary School 18-19 Whittier School					
System Administration	CC 18-19 Butte High School Hillcrest School 18-19					
► FRAM						
► Messenger						
► Surveys						
 MT State Reporting 						
MT Data Upload						
MT Extracts						
TEAMS Extract						
MT Transcript Extract						
MT Count Date Attendance	Single Selection Only					
MT EOY Attendance Totals	Single Selection Only					
MT EWS	Refresh Show top 50 T tasks submitted between 07/18/2018 and 07/25/2018					
▶ Federal Reporting	Batch Queue List Queued Time Report Title Status Download					
Data Integrity Tools						
Professional Development						
Account Settings						
Access Log						

Image 1: MT EWS Extract Editor

Report Criteria

Only students meeting the following criteria are included in the report:

- A student must have a primary enrollment record in the selected calendar as of the date the report was generated.
- The student's enrollment record must be tied to a state grade of 03-12.
- If a student has two primary enrollments, the student is reported twice, once for each enrollment in order to correctly report the attendance rate.
- The report can only be generated for a single calendar.
 - When the report is generated for a future calendar, all students with an enrollment record in the future calendar that meet report requirements are reported.
- Students enrolled in a state excluded calendar or grade level, or who have an enrollment record marked State Exclude or No Show are not reported.

Generating the EWS Extract

1. Select which Calendar will report data within the extract.



- 2. Select the report **Format (**CSV is the default format).
- 3. Select the **Current Semester**.
- 4. Select an Ad Hoc Filter (optional).
- 5. Select how the report will be generated:

Generate Report	The report will generate immediately and display in a new window in the designated format.
Submit to Batch	Selecting this will send the extract to the Batch Queue where it will generate in the background when the system is able to process the request. Users can access the extract by clicking the Get the report link in the Batch Queue List. Users can also access the extract via the Batch Queue tool or by selecting the link within the Process Inbox message that appears once the extract is generated.

State Student ID	LastName	FirstName	Att Rate	Prev Term F	Prev Term A	Behavior Events 120 Days	OOS Suspension Events 3yrs	Creditsyear	On Track	60 Day Absences	90Day Absence
100000000		Kyle	0.00					12.000	N		
200000000		Leigha	0.00					35.000	Ν		
300000000		Katelyn	0.00					1.000	Y		
400000000		Kendall	0.00					37.000	Y		
500000000		McKenna	0.00					12.000	Ν		
600000000		Mikaela	0.00					35.000	N		

Image 2: Example of the EWS Extract - HTML Format

Report Layout

Data Element	Description	Format	Campus Database	Ca Int
State Student ID	The student's state ID.	Numeric	Person. studentStateID	Ce Pe De > Sta
Last Name	The student's last name. Last Name only appears in the HTML version of this report.	Alphanumeric	Identity. IastName	Ce Pe De
First Name	The student's first name. First Name only appears in the HTML version of this report.	Alphanumeric	ldentity. firstName	Ce Pe De
Grade Level	The student's grade level. Only reports in the HTML report format.	Alphanumeric	Enrollment. gradeLevel	Stu Inf Ge En Gr
Enrollment Start Date	The start date of the student's enrollment record.	Date	Enrollment. startDate	Stu Inf Ge En Sta
Enrollment End Date	The end date of the student's enrollment record.	Date	Enrollment. endDate	Sti Inf Ge En En
Att Rate	The student's attendance rate. Using the student's latest enrollment record, logic finds the number of days marked instructional the student is enrolled in for the	Numeric	Not dynamically stored	No Pa



ta Beporting W Description was absent	lindow. Logic then finds the number of c during this time period.	lays the student	Format	Campus Database	C Ir
student is period with	day is calculated as the sum of all minu marked with an attendance code in an h a status of 'A' and an excuse value of d or unknown.	instructional			
• (Days E	g calculation is used to find the Attenda Enrolled - Total Absent Minutes) / Days E ance Rate				
	ndance rate quotient is greater than 1.0 ue of 1.00000 is used when calculating that day.				
Definition	of Calculation Parts				
Part	Logic	Campus UI Path			
Reporting Window	 The start date is the student's enrollment record Start Date. The end date is the Report Date. The Report Date is the calendar date of when the Early Warning System Extract was generated. 	Student Information > General > Enrollments > Start DAte			
Days Enrolled	Using the Reporting Window, logic finds the SUM of total number of days marked Instructional	System Administration > Calendar > Calendar > Days > Instruction			



Data Element	D Pant iption	Logic		Campus UI Path	Format	Campus Database	Ca Ini
	Total Absent Minutes	sent identifies each day the marked absent. Logic then uses the Ab Calculation for each da was marked absent an the day's result to the hundredth thousand (5 place). • Absent Day Calcu Absent Minutes for Standard Day • If the result i 1, a value of for the day. • Absent Minute Day = Identii minutes tied Attendance O Status = Abs Excuse = Exc Unexcused, o • Logic th SUM of minutes any min present Instruct or any r marked the Inst period a includeo	e student was psent Day ay the student d truncates nearest 5th decimal lation = or the Day / is greater than 1 is reported tes for the fied as to Codes where sent and the cused, or Unknown. nen finds the all absent is (ensuring nutes marked for the ional period minutes lunch tied to ructional are NOT d).	PathSystemAdministration> Attendance> AttendanceCodes >StatusSystemAdministration> Attendance> AttendanceCodes >ExcuseStudentInformation >General >AttendanceCodeStudentInformation >General >Attendance >PresentMinutesSystemAdministration> Calendar >PeriodSchedule >Lunch TimeSystemAdministration> Calendar >			
		preference:		Calendar > Grade Levels			
		Preferenc		> Standard Day			
		1	If NOT NULL, divide result by Standard	System Administration > Calendar > Calendar >			
			Day on Grade Level	Grade Levels > Student Day (instructional			
		2 If NOT NULL, divide result by Student Day on Calendar	minutes)				
		3	Divide results by 360.0				

If the report is generated prior to the first instructional day of



Data Element	Description	Format	Campus Database	Ca Int
Prev Term F	 The number of F grades the student had in the previous term. The following logic is used to identify and report the student's previous term F grades: Logic looks at the calendar and identifies the current term. If the report date does not fall within the current term, the closest future term within the selected calendar is used. If the report date does not fall within current term, the closest future term within the selected calendar is used. If the report date does not fall within current term, the closest future term within the selected calendar is used. Logic then determines which term is directly prior to the current term. If the prior term falls within -1 year, the student's enrollment record during that year is identified. If student has multiple primary enrollments in the prior year calendar, the primary enrollment that falls directly prior to the end of the selected calendar (Last enrollment, last year) is used. Logic then looks at the calendar tied to the identified enrollment record. If the End Date of the enrollment record is null or after the final term start date, logic then looks at the student's Grade's tab and finds the sum of all grades that are tied to a grading tasked marked as State Reporting and tied to a state grade of F. If the student is not enrolled in a previous term, a null value is reported. If the prior term is within the current calendar, logic looks at the student's Grade stab and finds the sum of all grades that are tied to a grading task marked as State Reported and tied to a state grade level of F. If no grade data exists for the previous term, a null value is reported.	Numeric	Not dynamically stored	Stı Inf Ge Gr
	See the Required Data Setup section for more information about where to populate fields in Campus used in calculations mentioned above.			



Data Element	Description	Format	Campus Database	Ca Int
Prev Term A	 The number of A grades the student had in the previous term. The following logic is used to identify and report the student's previous term A grades: Logic looks at the calendar and identifies the current term. If the report date does not fall within the current term, the closest future term within the selected calendar is used. Logic determines which term is directly prior to the current term. If the prior term falls within -1 year, logic then looks at the student's enrollment record to see if the student has a primary enrollment within the district in the -1 year and determines if the student was enrolled in the -1 year calendar during the previous If student has multiple primary enrollment that falls directly prior to the end of the selected calendar (Last enrollment, last year) is used. Logic then looks at the calendar tied to the identified enrollment record. If the End Date of the enrollment record is null or after the final term start date, logic then looks at the student's Grade's tab and finds the sum of all grades that are tied to a grading tasked marked as State Reported. If the student is not enrolled in a previous term, a null value is reported. If the grade tab and finds the sum of all grades that are tied to a grading task marked as State Reported and tied to a state grade of A. 	Numeric	Not dynamically stored	St Inf Ge Gr
	See the Required Data Setup section for more information about where to populate fields in Campus used in calculations mentioned above.			
Behavior Event 120 Days	The number of behavior events the student is tied to for the past 120 calendar days (this includes weekends, holidays, etc). Logic finds the number of behavior events where the student has a role of Offender in the past 120 calendar days. If null, a value of 000 is reported.	Numeric	Not dynamically stored	Sto Inf Ge Be
	See the Required Data Setup section for more information about where to populate fields in Campus used in calculations mentioned above.			



Data Element	Description	Format	Campus Database	Ca Int
OOS Suspension Events 3yrs	The number of behavior resolutions that are tied to the student that have a resolution of Out of School Suspension. Logic finds the number of behavior resolutions tied to the student that have a Resolution Type mapped to a state type of Suspension, Out of School, Alt Setting or Out of School with no services and these resolutions occurred in the past 3 years. See the Required Data Setup section for more information about where to populate fields in Campus used in calculations mentioned above.	Numeric	Not dynamically stored	Str Inf Ge Be
Credits Per Year	The number of high school credits the student is earning per cohort year. If semester 1 is selected, the following calculation is used: Credits / (3-([CohortYearNCLB] - selected calendar end year)) 1. Logic finds the number of transcript entries that are marked with High School and finds the sum of credits the student has earned as of the date of report generation. 2. Logic then finds the NCLB Cohort Year and subtracts this by the selected calendar's end year. 3. 3 is then deducted from the value found in Step 2. 4. The number of credits is then divided by the number found in Step 3. If no transcript entries in the active year exist with the high school box marked, a null value is reported. If no cohort year is assigned, a null value is reported. For example, if a student's last transcript entry is in 2014-2015 school year, the selected calendar in extract editor is 2014-2015 and the student's cohort year is 2016. This student has completed 2 years of high school and is in their first semester of their 3rd year. Student has earned a total of 12 credits. 1. 12 credits 2. 2016 - 2015 = 1 3. 3-1 = 2 4. 12 / 2 = 6 So the student's credits per year is 6.	Numeric	Not dynamically stored	Stu Inf Ge Tri Hill Cr



Data Element	Description	Format	Campus Database	Ca In
	 If semester 2 is selected, the following calculation is used: Credits / (3-([CohortYearNCLB] - selected calendar end year - 0.5)) 1. Logic finds the number of transcript entries that are marked with High School and finds the sum of credits the student has earned as of the date of report generation. 2. Logic then finds the NCLB Cohort Year and subtracts this by the selected calendar's end year. 3. This value is then subtracted by 0.5. 4. 3 is then subtracted from the end value in Step 3. 5. The number of credits is then divided by the total in Step 4. If no transcript entries in the active year exist with the high school box marked, a null value is reported. If no cohort year is assigned, a null value is reported. For example, if a student's last transcript entry is in 2014-2015 school year, the selected calendar in extract editor is 2014-2015 and the student's cohort year is 2016. This student has completed 2 years of high school and is in their second semester of their 3rd year. Student has earned a total of 12 credits. 1. 12 credits 2. 2016 - 2015 = 1 3. 1 - 0.5 = 0.5 4. 3 - 0.5 = 2.5 5. 12 / 2.5 = 4.8 So the student's credits per year is 4.8. See the Required Data Setup section for more information about where to populate fields in Campus used in calculations mentioned above.			
On Track	 Indicates if the student is on track to graduate. The following logic is used to report student On Track data: If a student's enrollment record is tied to a State Grade Level of 09 and Semester 01 is selected in the extract editor, a value of Y is reported. Logic looks at the student's active academic plan to find the number of credits required to graduate and divides this number by 4. If the value in Credits Per Year is equal to or greater than the quotient or if Credits Per Year is null, a value of Y is reported. If the value in Credits Per Year is less than the quotient, a value of N is reported. If the student is not assigned an academic plan, a value of Y is reported. 	Alpha	Not dynamically stored	N Pa
	See the Required Data Setup section for more information about where to populate fields in Campus used in calculations mentioned above.			



Data Element	Description	Format	Campus Database	Ca Int		
60 Day Absences	The number of absences during the last 60 calendar days.	Numeric	Not dynamically	Stı Inf		
	If the attendance rate quotient is greater than 1.00000 for a day, a value of 1.00000 is used when calculating the student's absence for that day.		stored	Ge Ati		
	An absent day is calculated as the sum of all minutes the student is marked with an attendance code in an instructional period with a status of 'A' and an excuse value of excused, unexcused or unknown.					
	If the past 60 days spans multiple school years and the student has a primary enrollment within the district in both school years, logic will determine the last 60 instructional/attendance days from the date the report was generated. If the past 60 days spans multiple school years, logic determines the prior 60 calendar days by using the system date and counting back the number of calendar days to the first instructional day in the selected calendar and then going to the previous year's school and calendar and counting back from the max attendance/instructional date for that calendar.					
	See the Required Data Setup section for more information about where to populate fields in Campus used in calculations mentioned above.					



Data Element	Description	Format	Campus Database	Ca Int
90 Day Absences	The number of absences during the last 90 calendar days.	Numeric	Not dynamically	Stı Inf
ADJEILUS	If the attendance rate quotient is greater than 1.00000 for a day, a value of 1.00000 is used when calculating the student's absence for that day.		stored	Ge Ati
	An absent day is calculated as the sum of all minutes the student is marked with an attendance code in an instructional period with a status of 'A' and an excuse value of excused, unexcused or unknown.			
	If the past 90 days spans multiple school years and the student has a primary enrollment within the district in both school years, logic will determine the last 90 instructional/attendance days from the date the report was generated. If the past 90 days spans multiple school years, logic determines the prior 90 calendar days by using the system date and counting back the number of calendar days to the first instructional day in the selected calendar and then going to the previous year's school and calendar and counting back from the max attendance/instructional date for that calendar.			
	See the Required Data Setup section for more information about where to populate fields in Campus used in calculations mentioned above.			

Required Data Setup

The following sections describe where data is set up and pulled from to populate each of the following fields:

- Behavior Events 120 Days
- OSS Suspension Events 3 Years
- Attendance Rate
- Previous Term F
- Previous Term A
- Credits Per Year
- On Track
- 60 Day Absences
- 90 Day Absences

Behavior Events 120 Days

PATH: Behavior > Behavior Management > Add Event > Event and Participation Details > Role

PATH: Student Information > General > Behavior > Role

This field reports the number of behavior events the student is tied to for the past 120 calendar days (this includes weekends, holidays, etc). Logic finds the number of behavior events where the student has a role of Offender in the past 120 calendar days. If null, a value of 000 is reported.

The image below shows a user adding a behavior event for a student with a Role of Offender (Image 3).





Image 3: Setting the Role of Offender on a Behavior Event

You can view a student's behavior events and their assigned Role via the Behavior tab (see Image 4).

Index Search Help <	Person1, Test T Grade: 10 #500720305 DOB: 01	U01/1997 Genter F					
System Administrator		ckers Graduation	Athletics AdHoc Letter	rs Waiver	Records Transfer	Report Co	anvas
 Student Information 	Summary Enrolments	Schedule Attendence	Flags Grades	Transcript	Credit Summary	Assessment	Behavior
General	Print Current Calendar	Dist Al Your Distance	rior Management 🛛 🕅 Date	ntion 👩 Print			
 Counseling 	Outstanding Detention Time: 0						
Academic Planning	Suspension Days: 0.0						
 Program Participation 	Schwier R TH 14-15 Sofe High School (1 Incid		nt Detail 11D: ID 24359				
+ Health	E C 04/13/2015 Assault - In Pro	Algom	ent: Discipline	Status:	In Progress		
Medicaid	🖬 Assault - Offender	Date/Ti Datao		2 PM Submitted: Submitted Dr	04/13/2015 12:26 P Administrator, System		
► PLP		Title	esc 50.00 Annealt	seconded by	y: Administrator, syste	~	
 Response to intervention 		Locatio					
Special Ed		Locatio	on Description:				
Student Locator			t Description:				
+ Reports		Inciden	t Details:				
 Instruction 		Even	Role Response Resolution:	Arradi		_	
Census		L.L.	100010010010010000000000000000000000000				
Behavior		Event					
• Health		Role:	Offender t No Interv	Demerits/Points		•	
Attendance			Description				
Scheduling		Medic	al Service No				
+ Fees			ipant Details:				
Grading & Standards							
+ Medicaid				Add R	tesponse Add Resolution	an	

Image 4: Example of a Student's Behavior Event Report Showing a Role of Offender

OSS Suspension Events 3 Years

PATH: Behavior > Admin > Resolution Types > State Resolution Code

PATH: Student Information > General > Behavior > Resolution Type, State Code

PATH: Behavior > Behavior Management > Add Resolution > Resolution Type

This field reports the number of behavior resolutions that are tied to the student that have a resolution of Out of School Suspension.

Logic finds the number of behavior resolutions tied to the student that have a Resolution Type mapped to a state type of Suspension, Out of School, Alt Setting or Out of School with no services and these resolutions occurred in the past 3 years.

In order for resolutions to report values for this field, resolution types must be mapped to State Resolution Codes via the Resolution Types tool. In the image below (Image 5), a user is setting a resolution of Out of School Suspension - 3 Days to have a State Resolution Code (Mapping) value. For reporting in this field, the **State Resolution Code (Mapping)** value must be set to *Suspension, out of school, alt setting*, or *Suspension, out-of-school, without services* (Image 5).

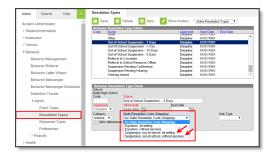


Image 5: Establishing State Resolution Code (Mapping) Values for Resolution Types

Once State Resolution Code (Mapping) values have been set for Resolution Types, the field will report any student who has a Behavior Resolution in the last 3 years with a Resolution Type mapped to either *Suspension, out of school, alt setting,* or *Suspension, out-of-school, without services* (for example in Image 6).



Index Stearth Help K	Dehaviar Management
Spalen Admissibility Spalen Idensibility - Staductur - Staductur - Staductur Behavior Management Behavior Management Behavior Falletical Behavior Letter Vizierd	Marche Samblin Rager 1. Apprending Salahana 1. Teacher Samblin Rager 1. Teacher S
Extraint Mesonoper Behavier Mesonoper Scheduler Detention Traisier + Ramin + Ramin + Ramin + Attentione - Advendung - Paels - Crasting & Stondardt + Rograms - A chaine Gameration - Pagemin - A chaine Capaging	Name Control Control <thcontrol< th=""> <thcontrol< th=""> <thcont< td=""></thcont<></thcontrol<></thcontrol<>
Tainorgel User Communication Associated: Govern Administration SPAM Illessenger Govergel Statesplat	Anther and the second s

Image 6: Example of a Reported Behavior Resolution

You can view a student's behavior events and their assigned Resolution Types and corresponding State Codes via the Behavior tab (see Image 7).

Index Search Help 4	Person1, Test T
System Administrator	Grade: 12 #580728365 DOR 01917997 Gender F
Student Information	Tüarspoladon Fees Lackers Diraduadon Adhebis Adhebis Vilaiver Recards Transfer Report Caminents
General	Summary Emailments Schedule Altendance Plags Grades Transcript Credit Summary Accessment Beller
 Counseling 	🙆 Print Current Calendar 👩 Print Al Years 🚺 Behavior Management 🚺 Detertion 🙆 Print
Academic Planning	Outstanding Detection Time: 0 Sequencies Dave: 10
Program Participation	Britania Institute Data
+ Heath	In the IS Sum High School (1 Incolumn s), 1 Sum (s) In the Generation of Summary, In Program Montement Discipline Status: In Program
Medicald	P dataset - Offender DatasTime: 0413/2015 12/12 PM Solenitted: 0413/2015 12/22 PM
1712	Coll at Subort Supervisor, 3 Days Demogram 50.00 Submitted By: Administrator, System Tillin, Amerikan
Prosponse to Intervention	Locabon
Special Ed	Lacatos Beaugtan
Student Locator	Contant Exerciption:
Reports	Incident Defails:
 Instruction 	Event Tiole Response Resolution: Assealt
Consus	Landon Alexandra Alexandra
Behaviar	Event Type: Assest (2007)
+ Heath	Rule: Official Determine Points: 0
Attendance	Injury Description
 Scheduling 	Medical Service His
+ 7965	Participant Details
Grading & Standards	
Medicald	Resolution Type: Out of School Surgement - 3 Days
· Propana	Kesige Date: 64130045
 Ad the Reporting 	Mart Date: 04132015 Mart Time: 1.01PM Ford Bare: Ford Time:
Tanoops	End Date: End Time:
User Communication	Staff Name: Emolation Details
a demonstrated	

Image 7: Viewing a Student's Behavior Resolution Type and State Code

Attendance Rate

PATH: System Administration > Calendar > Calendar > Grad Levels > Standard Day

PATH: System Administration > Calendar > Calendar > Calendar > Student Day

Logic finds the total number of minutes the student is marked absent, minus any lunch time, minus any present minutes counted and then divided by the grade level standard day (if present), the calendar student day (if present) or 360.0.

The image below describes where Standard Day is set for each grade level (Image 8).

rdex	Search	Help		Grade Levels	Schadula Structura	Terrs	Periods		
System.	Administrator	<u> </u>	Calenda			Terrs	Penods	Days	Override
+ Stude	et information	- I	Nr		Delete				
+ instru	ction	- I	Contest.	sec Sec	Grade Level Detail Name (locked)				
+ Censi	15	- I	09 12	10	20 *Securice Number				
 Behal 	vier	- I	11	12	10				
> Healt		- I	12	13	15 Sale Grade Level Code 02. Grade 2		/		
 Attend 	fance	- I			Standard Day				
+ Sched	puting	- I			Maxmon Membership Da	a (instructio	nal days)		
 Fees 		- I			Vitrole Day Absence (minu				
> Gradi	ng & Standards								
* Medic	bis	- I			Half Day Absence (minuter	0			
 Progri 		- I			Maximum Approved School	Choice Applic	tions		
	c Reporting	- I			Kindergartes Code				
 Trans 	cripts	- I			Exclude from cumpletive G	Di-Dark calcul	direct i		
+ User (Communication								
+ ASHS	sment	- I			Exclude from state reports	9			
 System 	m Administratio	•			Evergt from Assignment				
× 1	Attendance				Standard Code (SIF code)				
	Auditing	- I	_		Exclude from SP reporting				
	Batch Queue	- I							
	Calendar								
	Calendar								
	Calendar W								
	School Year	8							

Image 8: Grade Level Standard Day

The image below describes where the calendar Student Day is set (Image 9).

Index	Search	Help		14-15 Bu	tte High Sch	ool				
	Administrator	_	_	Calendar	Grade Levels	Schedule Structure	Terms	Periods	Davs	Overrides
			115	Save						
	nt information			Calendary 115				_		
 Instru 				Calendar ID		School	_			
 Censu 	15			62 Tiate		1103 Dutle High School (sch	colD(1) Number			
 Behav 	ior			#4-15 Dutle H	igh School	"End Date	22			
- Heatt				07/01/2014	a 🖌	Photosets TVI	Summer	School		
> Attend	lance				estructional minutes)	Teacher Day (minutes)	Exclude			
 Sched 	uling			450 Whole Day Abs	sence (minutes)	450 Half Day Absence (minutes)	School C	hoke		
• Fees				100	×	195				
+ Gradi	ig & Standards			Type It instructional		\				
• Medic	bid			Require Studen	nt Assignment	\				
- Progra	irma			Testing Court	Dute	N				
• Ad He	c Reporting			Comments	2					
+ Trans	cripts			rolling 03/02/2	014 02 19 PM					
+ User (Communication							_		
+ Asses	sment									
· Syster	n Administration									
	dendance									
	adding.		- 11							
- 1	Satch Queue									
	Calendar									
	Calendar	_								
	Calendar W	zard	-							
	School Year									



Image 9: Calendar Student Day

Previous Term F

PATH: Grading and Standards > Grading Tasks > State Reported

PATH: Grading and Standards > Score Groups & Rubrics > State Score

PATH: Student Information > General > Grades

This field reports the number of F grades the student had in the previous term.

Logic looks at enrollment start and end date and if end date is null or after final term start date, logic then looks at the Grades tab and finds the sum of all grades that are tied to a grading task marked as State Reported and tied to a State Grade of F.

The image below describes how a grading task is marked as State Reported (Image 10).

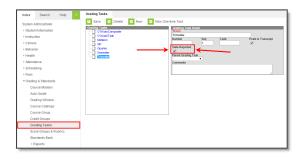


Image 10: Example of a Grading Task being set as State Reported

The image below describes how a score is mapped to a State Score within a score group (Image 11). This score group (and mapped score) must then be used when grading the student for the F grade to properly report.

	P Stre	Delete	 New Scan 		an Dubrie					
System Administrator				i directo i di	en Paaris			_		
 Student Information 	Score Gr	opa & Rabrica Editor			Tipe	-	-			
r Induction	1-2				Score Grou	P				
+ Census	1-6	al Arte			Public Score Gros		- 1			
	3.6				Score Gree	0				
Behavior	A.P. 3-12				Score Grou	¢.				
- Health	K S	IN HEDRIC			Score Grov		- 1			
 Aflendance 	Kindergar				Score Gray		- 1			
Scheduling	Nindergan	ten Rabric Grødes k-12			Rubric Screek Gene		- 1			
	Primary P	# # 2010 10-12			Dublic Cros	P	- 1			
- Fees	Reading 7	Asstery Level			Fubic		- 1			
Grading & Standards	Reading T	Asslery Level			Score Orea	ø	- 1			
Course Masters		Completion			Fubric		*			
Auto Grade	Score Gr	oup Detail	•							
Grading Window	****** A-F 3-12		•		1					
Course Catalogs	Score Gr	ous List form Octail		¥ ¥ 4	<u> </u>	_	_	_		_
	Deeu	erce Name	Score	State Score	lansi Const	Circle 19 Coeff.	Mairs. S	Value	GPA Univergitted	Value GPA Born Paint
Course Group		30,100	A			1	190	14	4	1
Course Group Credit Groups	XI						80	1	3	
		80.09	0			1				
Credit Groups		80 - 89 70 - 79	8 C			1	70	12	2	0
Credit Groups Grading Tasks Score Groups & Rubrics			0		- 2				2	0
Credit Groups Grading Tasks Score Groups & Rubrics Standards Bank	× 2	70 - 79	a C	12.1	- ÷		70			
Credit Groups Grading Tasks Score Groups & Rubrics Standards Bank > Reports		70 - 79 90 - 69	8 C 0	42. F	- 2		70 60			0
Credit Groups Grading Tasks Score Groups & Rubrics Standards Bank > Reports	× × × × × × × × × × × × × × × × × × ×	70 - 79 90 - 69 8 - 59	8 C 0	02 F	•	1	70 60 9	1	0	0
Credit Creops Grading Tasks Score Groups & Rubrics Standards Bank + Roports Medicald	××××××××	70 - 79 00 - 69 9 - 59 Incomplete	8 C 0 F	02 F		1 0	70 60 8	1	0	0
Credit Groups Grading Tasks Score Groups & Rubrics Standards Bank	× × × × × × × × × × × × × × × × × × ×	70 - 79 60 - 69 8 - 59 Incomplete Pass		02 F	•	1 0 0	70 60 8 8	1	0	0

Image 11: Setting a State Score Grade Values

The image below shows a view of a student's grades for grading tasks within a class (Image 12).

Walver	Records Transfer	Early Education	Back to Grades Sur	nnaor							
Summary	Encolments	Schedule At	Advian L. Student 4558.2 (FBIVP Accel. Generality 21								
	port Card Formet		Teachers	secentity)	20						
Contra		/	Teacher's commenta:								
0000-12 AP	Class	Tank or Mill Quarter	User matches farm								
Teacher, An	tends	LI Vew matches Paren	CPORTAL PIPE	erences.							
			Grading Tank Summary								
1000.1 MVE	101	Secular	Leventh Find Grade	a real	ress Grade	Grad	- Not de	addate 1	ы		
3		ST CLARKE	Greding Tesk	Terres	01	Terma G	2	Terre	19 03	1.1	rms 04
_		And Quarter Qualter	Cran								
	/	Ouester Direk 3	Ind Queller	NC							
		Week 3 Name 7				66.62%					
MELT MAR		Trees r	Guerter	NC 15.37	2	0-					
Teacher, Amenda		Faar	Semanter								
3		Mid Quarter									
	/	Queter	Week 3								
	/	Week 3	V046.7	50.30 NC		12.0%					
	·	Week 7	man /		N						
esson	P.Accel Geomikig 21	Semester					_				
3		Exam	Of this Quarter Detail								
-		Md Querter	This Grading Task has no a	asiçomenia a	ealgred to it.						
		Queter	St Quarter Detail			_	_	_	_	_	
			Category Practice Invest		_	_	-	-	-	_	_
-										-	Comment
-											
_			Harne	Oue Date	Assigned Date	Weight	Pts Pass	Score			
			Name 2111 Everyphone	Dee Date	8450 05/03/2012	10	Pass 10	10	100	-	
			Heres 2111 Il Versigatore 2112 Solve Equatore Review Packat	Dee Dete 09/16/2012 09/14/2012	0400/1012 09/10/2012 09/10/2012	10	Pass 10 10	12	100		'Mooing
			Here 1111 Investigations 1112 Solve Counteres Review Packat Coupting Linear Equations Review Packat	Dee Dete 09/16/2012 09/14/2012 09/14/2012	8450 8549/12/12 854/6/29/12 854/2/12/12	10 10 10	Pasa 10 10	13 0	100		Theory .
			Name 2111 Investigations 2112 Solve Equations Review Factat Beview Factat Solve Systems of Equations Factat	Der Deie Der 62912 09142912 De142912 De142912	840 8940/2012 8940/2012 8940/2012 8940/2012	10 10 10	Pusa 10 10 10	13 0 0	0		Massing Massing
			Name 2111 Eventgations 8112 Solve Equations Review Factual Displaying Linear Equations Solve Sectors Solve Sectors	Der Dete Den 62912 09142912 09142912 09142912 09242912	8450 8549/12/12 854/6/29/12 854/2/12/12	10 10 10	Pasa 10 10	13 0	100		Theory .

Image 12: Viewing a Student's Grading Task Grades

Previous Term A



PATH: Grading and Standards > Grading Tasks > State Reported

PATH: Grading and Standards > Score Groups & Rubrics > State Score

PATH: Student Information > General > Grades

This field reports the number of A grades the student had in the previous term.

Logic looks at enrollment start and end date and if end date is null or after final term start date, logic then looks at the Grades tab and finds the sum of all grades that are tied to a grading task marked as State Reported and tied to a State Grade of A.

The image below describes how a grading task is marked as **State Reported** (Image 13).



Image 13: Example of a Grading Task being set as State Reported

The image below describes how a score is mapped to a State Score within a score group (Image 14). This score group (and mapped score) must then be used when grading the student for the A grade to properly report.

	Save	Doleto	New Score	e Group 💽	New Rubric						
System Administrator	Server Gen	upe & Pabrice Editor				_	_				
 Student Information 	Nome				Type						
 Instruction 	1-2				Score Gro	¢.	-				
Census	3-6Lber	al Arts			Score Gro	•	- 1				
Rehavior	3-6				Score Gro	9	-				
Health	Internedia	IN Rubric			Rubric		_				
	K - G Kindercart				Score Gro Score Gro	÷	- 1				
Attendance	Kindergart	ted Text Dubyic			Score Gro Rubric	۰.	- 1				
Scheduling	Madded G	ades k. 12			Score Grav	•	- 1				
Deep	Primary B	ubelo Anders Level			Rubro Rubro		- 1				
Oradino & Standards	Fleading %	Asslery Level			Score Ora		- 1				
	FBI Lesso	e o Consideration			Rabele						
Course Masters											
Auto Grade	Score Gr	cup Detail	- X	- I							
	Normalian Minne Art 202	oup Detail	$ \rangle$		_/						
Auto Grade Grading Window	11 and A F 3-12				1						
Auto Grade Grading Window Course Catalogs	AF 5 12	cop Lat Horns Detail		<u> </u>	4	Credit	Mainu	E GPA	GPAU	weighted Vo	be GPA
Auto Grade Grading Window Course Catalogs Course Group	A F 5 12 Sequ	cop Uni livres Octail ence Name	Scare	State Score		Credit og Coeff	Maire	GDA Value	GPAU	nueighted Va	Bon GPA Bon Post
Auto Grade Grading Window Course Catalogs Course Droup Credit Groups	AF 312 Sepa	cool United States Col State ande Name 99 - 100	A.	State Score 01 A	ticen T	g Coeff	% 90	Value 4	4	nueighted Va	Pole
Auto Grade Geading Window Course Catalogs Course Oroup Credit Groups Grading Taolo	Hane AF 512 Seque X 1 X 2	co di Arcial Conta Coltani esce Name 00 - 100 00 - 20	A. 0			g Coeff	% 90 80	Value 4 3	4	munighted Via	Poer 0
Auto Grade Grading Window Course Catalogs Course Droup Credit Groups	AF 5-12 ECCUEPT Seque X 1 X 2 X 3	00-20 400 1000 400 400 400 400 400 400 400 4	A B C		• * • *	1 1 1	% 90 80 70	4 3 2	4	nueighted Va	Dom Politi 0 0
Auto Grade Geading Window Course Catalogs Course Oroup Credit Groups Grading Taolo	Name Arf 3-12 Root Pri Seque X 1 X 2 X 3 X 4	000 Ent Breve Octor 00 - 000 00 - 80 78 - 79 00 - 69	A 8 0	01 A		1 1 1 1	% 90 80 70 60	4 3 2 1	4 3 2	nveighted Va	0 0 0 0
Auto Grade Grading Window Counto Catalogs Counte Oroup Credit Groups Grading Tools Score Groups & Rubrics Standards Bank	Af 512 Record Pa Seque X 1 X 2 X 3 X 4 X 5	00 - 100 00 - 100 00 - 100 00 - 100 70 - 70 0 - 50	A B C			1 1 1 1 0	% 90 80 70 60 8	Value 4 3 2 1 0	4 3 2 1	nveighted Va	0 0 0 0 0
Azts Grade Grading Window Course Catalogs Course Orabiogs Credit Groups Credit Groups Grading Tools Some Groups & Rubrics Standards Earch + Reports	Name Arf > 12 X X X X X X X X X X X X X X X X X X X X X X X X X	00 - 100 00 - 100 00 - 100 00 - 89 78 - 79 00 - 69 00 - 69 Incomplete	A 0 0 7	01 A		1 1 1 1 0 0	% 90 80 70 60 8	4 3 2 1	4 3 2	nveighted Va	0 0 0 0 0 0
Auto Grade Grading Window Ceurse Catalogs Ceurse Catalogs Create Groups Grading Tools Score Groups & Rubercs Standards Bank • Reports Medicard	Tiere AF 3-12 Seepa X 1 X 2 X 3 X 4 X 5 X 6 X 7	000 Aline il come Colinia esce Name 00 - 80 00 - 80 00 - 80 0 - 50 Incomplete Pass	A 0 0 7	01 A		1 1 1 1 0 0	% 90 80 70 60 6 8 8	Value 4 3 2 1 0	4 3 2 1	nveighted Va	0 0 0 0 0 0 0
Auto Grade Grading Window Ceurse Catalogs Ceurse Catalogs Create Groups Grading Tools Score Groups & Rubercs Standards Bank • Reports Medicard	AF312 AF312 Segu X 1 X 2 X 3 X 4 X 5 X 6 X 7 X 8	200 810 80000 8 C 100 esce Name 99 - 100 00 - 80 78 - 20 0 - 50 Incomplete Na Credit	А В С 0 7 1 9 МС	01 A		1 1 1 1 0 0 1 0	% 90 80 70 60 6 8 8 8 8 8 8 8 8 8 8 8	Value 4 3 2 1 0	4 3 2 1	nveighted Va	0 0 0 0 0 0 0 0
Auto Grade Grading Window Cestre Catalogs Cestre Catalogs Create Groups Grading Tosis Score Groups & Rubrics Standards Bank	Tiere AF 3-12 Seepa X 1 X 2 X 3 X 4 X 5 X 6 X 7	000 Aline il come Colinia esce Name 00 - 80 00 - 80 00 - 80 0 - 50 Incomplete Pass	A 0 0 7	01 A		1 1 1 1 0 0	% 90 80 70 60 6 8 8	Value 4 3 2 1 0	4 3 2 1	nveighted Va	Dom Point 0 0 0 0 0 0

Image 14: Setting a State Score Grade Values

The image below shows a view of a student's grades for grading tasks within a class (Image 15).



Image 15: Viewing a Student's Grading Task Grades

Credits Per Year

PATH: Scheduling > Courses > Course > High School Credit

PATH: Student Information > General > Graduation > NCLB Cohort Year

This field reports the number of high school credits the student is earning per cohort year.

Logic for this field is as follows:



- 1. Logic finds the number of transcript entries that are marked with High School and finds the sum of credits the student has earned as of the date of report generation.
- 2. Logic then finds the NCLB Cohort Year and subtracts this by the selected calendar's end year.
- 3. 3 is then deducted from the value found in Step 2.
- 4. The number of credits is then divided by the number found in Step 3.

The image below describes how a Course is marked as High School Credit(Image 16).

Index Search Help K	10644 Culinary Arts I & II
System Administrator	Course Sections Grading Tasks Standards Composite Grading Course Rules Fees Build Constraints Assessmen
Student Information	Save O Delete
 Instruction 	Course Information Course Master Linked
► Census	Turner Tame Standards based Active
 Behavior 	10644 Colleary Arts I & II
≻ Health	Subject Type
Attendance	State Code Department Business/Considers Industrial Arts. ▼
▼ Scheduling	Schedule Load Priority Max Students Terms Schedules Periods Sections to Build
Courses	GPA Weight Bonus Points Transcript Required
Add Course	05
Schedule Wizard	Type
Fill Counselor	Adivity Vocational Code
Fill Teams	Homercom Alow student requests Alow leacher requests/secommendations Repeatable Attendance Positive Attendance High School Credit
Request Wizard	полногот научазнаят нерната научи застие гединататесятоват нернатали роздин известно тада зотой стеля
Roster Copy	Distance Class Dual Enrollment Credit
Schedule Gap Filler	Comments
Scheduling Build Constraints	
Student Gap Scheduler	PINCES Data
Lunches	NCES Code 1055

Image 16: Setting a Course to High School Credit

The image below describes where NCLB Cohort Year data is pulled from (Image 17). This year is determined based on the Grade 9 Date.

Index Search Help <	Roderson, Hannis Posson
System Administrator	THE T PARE THAT AND ADDRESS AND ADDRESS
Student Information	Summary Enrolments Schedule Atlendance Flags Grades Transcript Credit Summary Assessment Behavi
General	Transportation East Industry Graduation Athletics Addisc Letters Walver Records Transfer Report Comments
 Counseling 	Save Save
Academic Planning	
	The following fields can only be filled out once a student has entered 8th grade: Date First Entered the 8th Grade
 Program Participation 	NGA Cobert End Year NCLB Cobert End Year
+ Health	D B State Craduation Reco
Medicaid	Eastern Carde 9 Drowliners Information . Modified Date: 05/91/2013
> PLP	Grade 9 Date NCLB Cobort Year L Detrict Number District Name
 Response to Intervention 	05/20/2011 2015 0502 Butte Public Schools E EncollineerD Date: Bytter Public Schools (0002)
 Special Ed 	Controlline Data: Data Phone School (VAU) B Graduation Detail: Data Phone School (VAU) B Graduation Detail: Data Phone School (VAU)
Student Locator	General Craduation Information
+ Reports	Options Date:
	Diploma Type:
+ Instruction	Diploma Period: •
 Census 	Date First Entered the 9th Grade: 04/29/2011 [1]
Behavior	NGA Cohort End Year: 2015 V
• Health	NCLB Cohort End Year: 2015
+ Atlendance	Post Gred Location:
 Scheduling 	
- Fees	
Grading & Standards	State Reporting Graduation Fields Cebort Grad Year:
Medicald	

Image 17: NCLB Cohort Year

On Track

PATH: Student Information > Academic Progress > Grad Progress

This field indicates if the student is on track to graduate.

The following logic is used to report student On Track data:

- If a student's enrollment record is tied to a State Grade Level of 09 and Semester 01 is selected in the extract editor, a value of Y is reported.
- Logic looks at the student's active academic plan to find the number of credits required to graduate and divides this number by 4.
- If the value in Credits Per Year is equal to or greater than the quotient or if Credits Per Year is null, a value of Y is reported.
- If the value in Credits Per Year is less than the quotient, a value of N is reported.
- If the student is not assigned an academic plan, a value of Y is reported.

For guidance on setting up and using Multi-Year Academic Planning, see this article.

The image below (Image 18) is an example of a student's Grad Progress (which includes many of the values used to calculate this field).





Image 18: Example of a Student's Grad Progress

Courses must be marked as High School Credit and posted to transcript (via the Transcript Post tool) in order to properly count towards a student's graduation progress. The image below (Image 19) is an example of a course being marked High School Credit.

dex Search Help <	248 World Histor	•						
stem Administrator	Course Sections	Grading Tasks	Standards	Composite Grading	Course Rules	Fees	Build Constraints	Assessment
Student Information	🕒 Save 🙁 Delete							
nstruction	 Course Information Course[0.8125 			Course Master Linked				
ensus	CourselD 8125	Name		Course Master Linked	Standards-	based Active		
Behavior	248	World History						
Health		Subject Type						
	State Code	Department	•					
Stendance		Social Studies	•			÷		
Scheduling	Schedule Load Priority	Max Students 28		Terms Schedules Period	ts Sections to Build			
Courses	GPA Weight	Bonus Points	Те		Required			
Add Course	0.5							
Schedule Wizard	Type RG Regular							
	AdMty				Vocational Gode			
Fill Counselor	Many				Vocalonal Code	¥ – –		
Fill Teams	Homeroom Allow stude	dinu teacher		Repeatable Attendance	Postker H	iah School		
Request Wizard	requests	requests/recomme	endations		Attendance Cr	redit		
Roster Copy	Distance Class			Dual Enrolment Credit		0		
Schedule Gap Filler								
Scheduling Build Constraints	Comments							
Student Gap Scheduler								

Image: 19: Marking a Course as High School Credit

You can also manually mark a course as High School Credit via the Edit button on a student's transcript (see Image 20).



Image 20: Manually Marking a Course as High School Credit

60 Day Absences

PATH: System Administration > Calendar > Calendar > Grade Levels > Standard Day

PATH: System Administration > Calendar > Calendar > Calendar > Student Day

The number of absences during the last 60 calendar days.

Logic determines this value as follows:

- 1. Find the total number of minutes the student is marked absent, minus any lunch time, minus any present minutes counted and then divided by
 - The grade level standard day, if present
 - $\circ~$ The calendar student day, if present (OR)
 - 360.0
 - IF quotient is greater than 1.00000, report a 1.00000 for that day
- 2. Round to the nearest hundred thousandth (5th decimal place)
- 3. Sum the above calculation for each day
- 4. Sum the calculations for Each Day for the enrollment period (enrollment start date to end date) to find the number of absences during the enrollment time period

The image below describes where a grade level Standard Day value is set(Image 21).



Index Search Help K	14-15 Butte High School
Sisten Administrator	Oxiendar Grade Levels Schedule Structure Terms Periods Days Override
 Student Information 	O New 🖬 Save O Delete
+ Instruction	Crade Level Defail Name Sea Name Sea
Cersus	27 TO 27
+ Behavier	10 11 Sequence Number
+ Health	12 13 "State Grade Level Code
+ Attendance	02 Grade 9 Standard Day
Scheduling	Maximum Membership Dans (== instructional Gars)
+ Fees	
 Grading & Standards 	(If bole Cay Absence (minutes)
+ Medicald	Half Day Absence (minutes)
Programs	Maximum Approved School Choice Applications
+ Ad Hoc Reporting	0 Kindespartes Code
+ Transcripts	Purchada denne reconciladara CEA/Dania restructationes
User Communication	
 Assessment 	Exclude from slate reporting
System Administration	Exempt from Assignment
+ Atlandance	Standard Code (SF code)
+ Auditing	Exclude from SIF reporting
+ Batch Queue	U and a second s
Calendar	
Calendar	
Calendar Wizard	

Image 21: Setting a Grade Level Standard Day

The image below describes where a calendar Student Day value is set (Image 22).

Index	Search	Help	× .	14-15 Bu	itte High Sc	hool				
System	Ministrator	_		Calendar	Grade Lovels	Schedule Structure	Terns	Periods	Days	Overrides
+ Stude	Student Information			Save						
+ Instru	tion			Calendar ID	0	Steel				
+ Censu	15			62 Tiate		1103 Dutle High School (schoolD:1) Number			
+ Behav	ior			14-15 Dutle H	ligh School		22			
- Health	- Heath			07/05/2014	- ¥	Text Date	Summer	School		
> Attend	 Attendance 			Student Day (instructional minutes	Teacher Day (minutes)	Exclude			
> Sched	uling				sence (minutes)	450 Half Day Absence (minute	n) School C	hoke		
+ Fees				100 Type	/ /	105				
+ Gradi	ng & Standards			t instructional		\				
> Medic	bid			Require Stude	et Assignment	N				
+ Progra	irma			Testing Court	Dute	N				
> Ad He	c Reporting			Comments	2					
+ Trans	cripts			rolling 03/02/0	1914 82 19 PM					
+ User (Communication									
 Asses 	sment									
* Syster	n Administration									
÷.,	dendance									
	kuditing									
- 1	Batch Queue									
•	Calendar									
	Calendar									
	Calendar W	zard								
	School Year									

Image 22: Setting the Calendar Student Day Value

90 Day Absences

PATH: System Administration > Calendar > Calendar > Grade Levels > Standard Day

PATH: System Administration > Calendar > Calendar > Calendar > Student Day

The number of absences during the last 90 calendar days.

Logic determines this value as follows:

- 1. Find the total number of minutes the student is marked absent, minus any lunch time, minus any present minutes counted and then divided by
 - The grade level standard day, if present
 - $\circ~$ The calendar student day, if present (OR)
 - 360.0
 - IF quotient is greater than 1.00000, report a 1.00000 for that day
- 2. Round to the nearest hundred thousandth (5th decimal place)
- 3. Sum the above calculation for each day
- 4. Sum the calculations for Each Day for the enrollment period (enrollment start date to end date) to find the number of absences during the enrollment time period

The image below describes where a grade level Standard Day value is set(Image 23).

ndex	Search	Help	< 14	-15 Bu	itte High Sch	ool				
isten.	Administrator				Grade Lovels	Schedule Structure	Terns	Periods	Days	Override
Studer	nt Information		0	New	🗈 Save 🔼 I	Defete				
Instruc	tion.		1	Satas Re S	tditer	Grade Level Detel Name (looked)				
Centra			92	1	•	22				
Dehavior		90		2	15equerxe Number					
+ Health		12		3	"State Grade Level Code Dir. Grade 9		-			
+ Attendance					Standard Day					
Sched	fuling					Vacancer Membership Cay	· · · instructio	nal claval)		
Fees						While Day Absence (minute				
Gradin	ng & Standards									
Medic	aid					Half Day Absence (minutes)				
 Progra 	9785					Maximum Approved School	Choice Applics	tions		
Ad Ho	c Reporting					0 Kindergarten Code				
Transe	cripts					Fuchate trace completion (F		-		
- User C	Communication							luuro		
Asses	sment					Exclude trans state reporting				
Syster	n Administration					Evernpt from Assignment				
/	Idendance					Standard Code (SIF code)				
	Auditing									
- 6	Satch Queue					Exclude from SP reporting				
• 0	Calendar									
	Calendar	_								
	Calendar Wiz	nd								
	School Years									

Image 23: Setting a Grade Level Standard Day

The image below describes where a calendar Student Day value is set (Image 24).



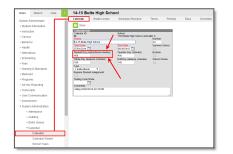


Image 24: Setting the Calendar Student Day Value