EOY Attendance Totals Extract (Montana)
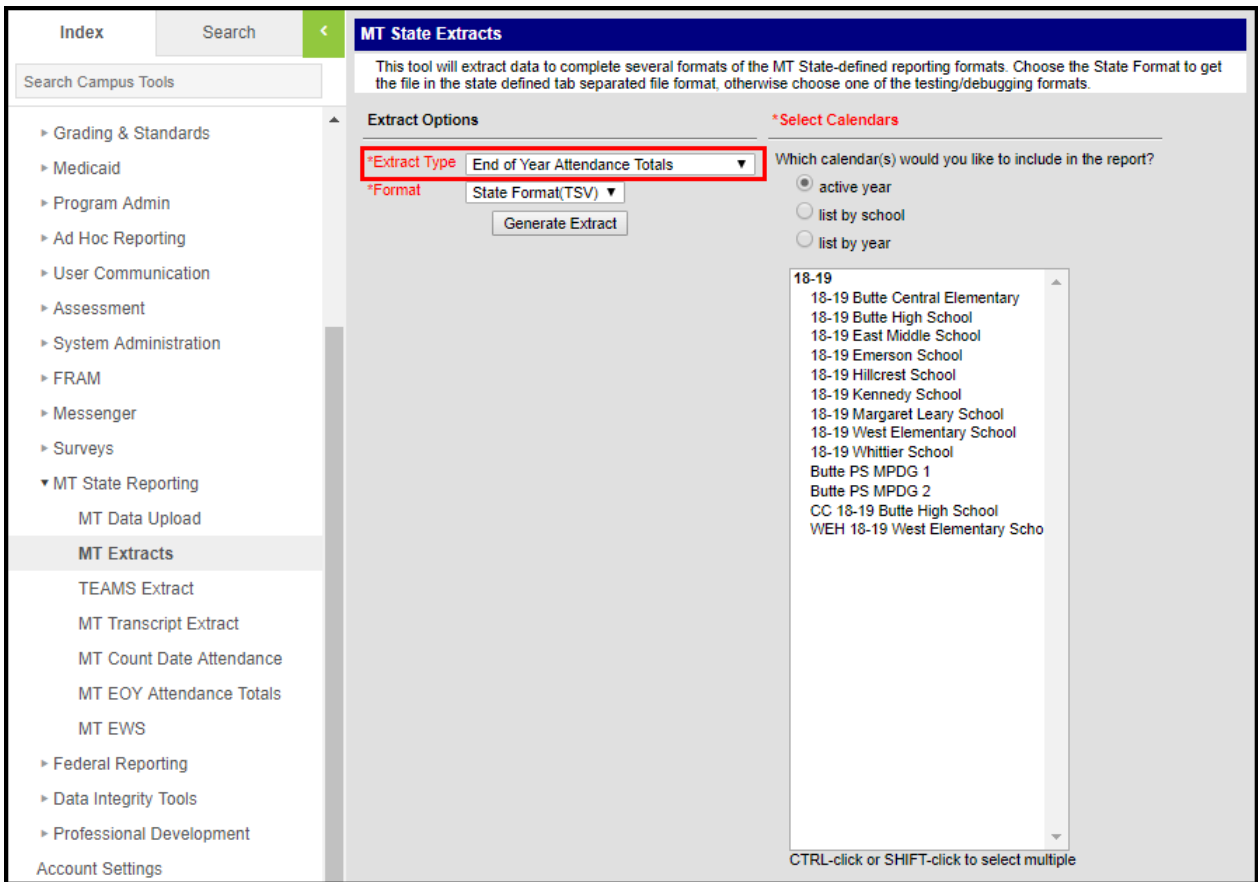
Last Modified on 10/22/2022 10:28 am CDT

Reporting Population Logic | Generate the End of Year Attendance Totals Extract | End of Year Attendance Totals Extract Layout

PATH: MT State Reporting > MT Extracts > End of Year Attendance Totals

The End of Year Attendance Totals extract allows users the ability to extract end of year attendance totals from Campus.

End of Year Attendance Totals Extract Editor

Reporting Population Logic

Students with the checkbox **Extracurricular Activities Only** marked on their enrollment are excluded from attendance calculations used within the report.

Generate the End of Year Attendance Totals Extract

1. Select **End of Year Attendance Totals** from the **Extract Type** dropdown list.
2. Select the desired **Format** from the dropdown list.
3. Choose the desired calendars from the **Calendar** list.
4. Click the **Generate Report** button. The extract will display in a new window in the selected format.

The extract can generate in the following formats. Use the State Format (TSV) when all data has been reviewed for accuracy and information is ready to be uploaded.

Image 2: End of Year Attendance Totals - HTML Format

End of Year Attendance Totals Extract Layout

The following lists the data elements and formats for the End of Year Attendance Totals Extract.

> In order to report, a student must be enrolled for at least one day in the calendar selected on the extract editor.

Header Layout

Data Element	Description	Type, Format and Length	Campus Database	Campus Interface
Record Type	The abbreviation for the type of file upload entered. This will always report as HD.	Alphanumeric, 2 characters	Not dynamically stored	Not dynamically stored
Date	The most recent date a change was made on the file, or the date the file was generated.	Date field, 10 characters MM/DD/YYYY	Not dynamically stored	Not dynamically stored
Time	The most recent time a change was made on the file, or the date the file was generated.	Time field, 8 characters HH:MM:SS	Not dynamically stored	Not dynamically stored

Data Element	Description	Type, Format and Length	Campus Database	Campus Interface
Version	The most current version of the file interface specification and references to the application system. This field will always report as MT9.1.	Alphanumeric, 5 characters	Not dynamically stored	Not dynamically stored

Extract Layout

Data Element	Description	Type, Format and Length	Campus Database	Campus Interface
Record Type	The abbreviation for the type of file upload entered. This will always report as AA.	Alphanumeric, 2 characters	Not dynamically stored	Not dynamically stored
District Number	This is a unique system number that identifies the district uploading the information, assigned by the Montana Office of Public Instruction.	Numeric, 4 digits	District.number	System Administration > Resources > District Information > District Number
School Number	This is a unique number assigned by the Office of Public Instruction that identifies the school into which the students are enrolled.	Numeric, 4 digits	School.number	System Administration > Resources > School > School Number
Calendar Number	This is a unique system number that identifies the calendar(s) chosen on the extract editor. This number needs to correspond with the Calendar Number reported in the School Calendar Extract.	Numeric, 1-3 digits	Calendar.number	Student Administration > Calendar > Calendar > Calendar Info
Student State ID	Unique student ID number assigned by OPI.	Numeric, 9 digits	Person.stateID	Census > People > Demographics > Person Identifiers > State ID

Data Element	Description	Type, Format and Length	Campus Database	Campus Interface
Student Local ID	Unique student ID number assigned by the school of enrollment.	Numeric, 15 digits	Person.studentNumber	Census > People > Demographics > Person Identifiers > Local Student Number
Last Name	Student's legal last name.	Alphanumeric, 40 characters	Identity.lastName	Census > People > Demographics > Person Information > Last Name
First Name	Student's legal first name.	Alphanumeric, 35 characters	Identity.firstName	Census > People > Demographics > Person Information > First Name
Service Type	Indicates the type of services received by a student at the district. Options are: • P: Primary • S: Secondary • N: Special Education	Alphabetic, 1 character	Enrollment.type	Student Information > General > Enrollments > General Enrollment Information > Service Type
Start Date	Student's start date of enrollment for the current school year. This date must be greater than or equal to the Calendar State Date.	Date field, 10 characters MM/DD/YYYY	enrollment.start Date	Student Information > General > Enrollments > General Enrollment Information > Start Date

Data Element	Description	Type, Format and Length	Campus Database	Campus Interface
End Date	Student's last day of enrollment for the current school year. This date must be less than or equal to the Calendar End Date.	Date field, 10 characters MM/DD/YYYY	enrollment.endDate	Student Information > General > Enrollments > General Enrollment Information > End Date
Grade	Indicates the student's grade level of enrollment.	Alphanumeric, 2 characters	enrollment.grade	Student Information > General > Enrollments > General Enrollment Information > Grade Level
Days Present	Indicates the number of days the student was present during their enrollment. Note: Days Present must be less than or equal to the number of Days Enrolled.	Numeric, 4.2 XXXX.XX	EnrollmentMT. daysPresent	Student Information > General > Enrollments > State Reporting Fields > ADA - #Days Present
Days Enrolled	Indicates the number of days the student was enrolled during their enrollment.	Numeric, 4.2 XXXX.XX	EnrollmentMT. daysEnrolled	Student Information > General > Enrollments > State Reporting Fields > ADA - #Days Enrolled

Data Element	Description	Type, Format and Length	Campus Database	Campus Interface
ESSA Days Absent	Indicates the number of federal days the student was absent during their enrollment. Note: The value of days absent must be less than or equal to the number of days enrolled. ESSA Days Absent cannot be greater than 200 days.	Numeric, 3 digits	EnrollmentMT. essaAbsent	Student Information > General > Enrollments > State Reporting Fields > ESSA - #Days Absent
Year	Indicates the year of the enrollment record, based on the last year of the school year. For example, enrollments in the 2010-11 school year will report as 2011.	Numeric, 4 digits	calendar.endYear	System Administration > Calendar > Calendar > Calendar Info