

CAD 4062 and 4002 (Pennsylvania)

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The Child Accounting Database 4062 (Annual Attendance and Membership Report) and 4002 (Summary Report of Aggregate Days Membership Report) extracts report student attendance and membership data and are used in conjunction with the PIMS School Calendar and Student Calendar templates.

CAD 4062 and 4002 Editor

Report Logic

These reports use student attendance data and enrollment data to return information.

Report Editor

Field	Description
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Field	Description
Grades	Select the grade levels from which to report students. All grades levels in all schools are available for selection.
Ad hoc Filter	Further narrow the results of the students to only be those included in a selected ad hoc filter.
Extract Type	The extract can be generated as either a Summary report or a Detail report.
MBIT Session	Selection indicates which session of MBIT to which the student belongs. Options are: <ul style="list-style-type: none"> • Non-MBIT Student • AM Session • PM Session
Format	Selection determines the output of the report. Options are PDF and CSV.
Calendar Selection	At least one calendar needs to be selected in order to generate the extract. Calendars can be selected by year, by school or by year.

Generate the Report

1. Select the **Grade** levels to include in the report.
2. If desired, select an Ad hoc Filter from the dropdown list.
3. Select the **Extract Type** from the dropdown list.
4. Select the desired **MBIT Session** option.
5. Select the desired **Format**.
6. Select the desired **Calendars**.
7. Click the **Generate Report** button. The report displays in the selected format.

	A	B	C	D	E	F	G	H	I
1	grade	studentDay	resident	residentDistrict	districtName	stateAid1	studentCount	membershipDays	attendanceDays
2	9	354	1	105256553	Iroquois	A	91	23527	23517
3	9	354	1	105256553	Iroquois	B	1	261	261
4	9	354	1	105256553	Iroquois	M	1	261	261
5	10	354	0	128030603	Apollo-Ridge	M	1	261	261
6	10	354	1	105256553	Iroquois	A	82	21402	21390
7	11	354	0	105257602	Millcreek Township	I	1	261	261
8	11	354	1	105256553	Iroquois	A	89	23229	23227
9	11	354	1	105256553	Iroquois	M	1	261	261
10	12	354	0	105252602	Erie City	H	1	261	261
11	12	354	0	105254353	Harbor Creek	I	1	261	261
12	12	354	1	105256553	Iroquois	A	88	22968	22961
13	SUG	354	0	105254353	Harbor Creek	G	4	1044	1044

CAD 4062/4002 Summary Extract Type - CSV Format

Iroquois District <small>Generated on 05/15/2014 02:20:34 PM Page 1 of 2</small>		CAD-4062&4002 Attendance and Membership <small>School Year: 13-14 Non-MBIT Calendar: 1 Grades: 5 School (1): Senior High School</small>				
PDE-4062 Annual Attendance and Membership						
Grade	009	010	011	012	SUG	Total Grades
1. Total enrollment	93	83	91	90	10	367
2. Aggregate days attendance	24,039.00	21,651.00	23,749.00	23,483.00	2,610.00	95,532.00
3. Aggregate days membership - resident	24,049.00	21,402.00	23,490.00	22,968.00	261.00	92,170.00
4. Aggregate days membership - nonresident	0.00	261.00	261.00	522.00	2,349.00	3,393.00
5. Aggregate days membership - total	24,049.00	21,663.00	23,751.00	23,490.00	2,610.00	95,563.00
6. Average daily membership	99.96	99.94	99.99	99.97	100	99.97

CAD 4062/4002 Summary Extract Type - PDF Format

	A	B	C	D	E	F	G	
1	schoolNumber	grade	personID	lastName	firstName	stateID	pimsResidenceStatus	per
2	1234	9	123456	Student	Astor	123456789	A	
3	1234	9	234567	Student	Bethany	234567890	A	
4	1234	9	345678	Student	Cornelius	345678901	A	
5	1234	9	456789	Student	Deveena	456789012	A	
6	1234	9	567890	Student	Esteban	567890123	A	
7	1234	9	678901	Student	Finn	678901234	A	
8	1234	9	789012	Student	Gloria	789012345	A	
9	1234	9	890123	Student	Hans	890123456	A	
10	1234							

CAD 4062/4002 Detail Extract Type - CSV Format

Iroquois District <small>Generated on 05/15/2014 02:22:06 PM Page 1 of 7</small>		CAD-4062&4002 Attendance and Membership Detail <small>School Year: 13-14 Non-MBIT Calendar: 1 Grades: 5 School (1): Senior High School</small>							
PDE-4062 Annual Attendance and Membership Student Detail									
last Name	First Name	State ID	Grade	School Number	Resident District	Resident Status	Days of Attendance	Days of MemberShip	Percent Enrolled
Student	Astor	1234567890	009	4817	105256553	A	261.00	261.00	100.00
Student	Bethany	2345678901	009	4817	105256553	A	261.00	261.00	100.00
Student	Cornelius	3456789012	009	4817	105256553	A	261.00	261.00	100.00
Student	Deveena	4567890123	009	4817	105256553	A	261.00	261.00	100.00
Student	Esteban	5678901234	009	4817	105256553	A	261.00	261.00	100.00
Student	Finn	6789012345	009	4817	105256553	A	261.00	261.00	100.00
Student	Gloria	7890123456	009	4817	105256553	A	261.00	261.00	100.00
Student	Hans	8901234567	009	4817	105256553	A	260.00	261.00	100.00

CAD 4062/4002 Detail Extract Type - PDF Format

Summary Report Layout

Data Element	Description
Total Enrollment	Reports the total number of students enrolled in the selected grade levels for the selected calendar.
Aggregate Days Attendance	Reports the Aggregate Days Membership minus the Aggregate Absent Days value.
Aggregate Days Membership - Resident	Reports the total of resident membership days. For each resident, this is the total of non-duplicated counts of instructional enrolled days. If the enrollment is for multiple schedule structures, the days must be between the earliest instructional days and the latest instructional date.
Aggregate Days Membership - Nonresident	Reports the total of non-resident membership days. For each non-resident, this is the total of non-duplicated counts of instructional enrolled days. If the enrollment is for multiple schedule structures, the days must be between the earliest instructional date and the latest instructional date
Aggregate Days Membership - Total	Reports the Aggregate Days Memberships (Resident) plus the Aggregate Days Membership (Non-resident)
Average Daily Membership	Reports the Aggregate Days Attendance divided by the Aggregate Days Membership minus the Total Aggregate Days Membership.

Detail Report Layout

Data Element	Description	Type, Format and Length	Campus Database	Campus Interface
Last Name	Reports the student's last name.	Alphanumeric, 35 characters	Identity.lastName	Census > People > Demographics > Person Information > Last Name
First Name	Reports the student's first name.	Alphanumeric, 35 characters	Identity.firstName	Census > People > Demographics > Person Information > First Name

Data Element	Description	Type, Format and Length	Campus Database	Campus Interface
State ID	Reports the student's state-assigned identification number.	Numeric, 10 digits	Person.stateID	Census > People > Demographics > Person Identifiers > Student State ID
Grade	Reports the student's grade level of enrollment.	Numeric, 3 digits	Enrollment.grade	Student Information > General > Enrollments > General Enrollment Information > Grade
School Number	Reports the school number of the selected calendar.	Numeric, 4 digits	School.number	System Administration > Resources > School > State School Number
Resident District	Reports the school district of the student's household.	Numeric, 9 digits	Enrollment.residentDistrict	Student Information > Enrollments > State Reporting Fields > Resident District
Resident Status	Reports the student's assigned resident status code.	Alphanumeric, 1 character	Enrollment.residentStatus	Student Information > Enrollments > State Reporting Fields > PIMS Residence Status
Days of Attendance	Calculated value that reports the number of days present during the school year.	Numeric, 5 digits XXX.XX	Value not stored	Value not stored

Data Element	Description	Type, Format and Length	Campus Database	Campus Interface
Days of Membership	Calculated value that reports the sum of days present and absent during the school year.	Numeric, 5 digits XXX.XX	Value not stored	Value not stored
Percent Enrolled	Reports the percentage of time a student is enrolled in the selected school.	Numeric, 3 digits	Enrollment. percentEnrolled	Student Information > Enrollments > State Reporting Fields > Percent Enrolled