Student Detail Attendance Summary (Texas)

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Classic View: *TX State Reporting > TEA Attendance > Student Detail Attendance*

Search Terms: TEA Attendance, TEA, Student Detail Attendance Summary, Detail Attendance

The Texas TEA Student Detail Attendance Report is a report that details attendance information for students, schools, and districts. This report summarizes, in 6 week reporting periods, the attendance data of each individual student in a particular school.
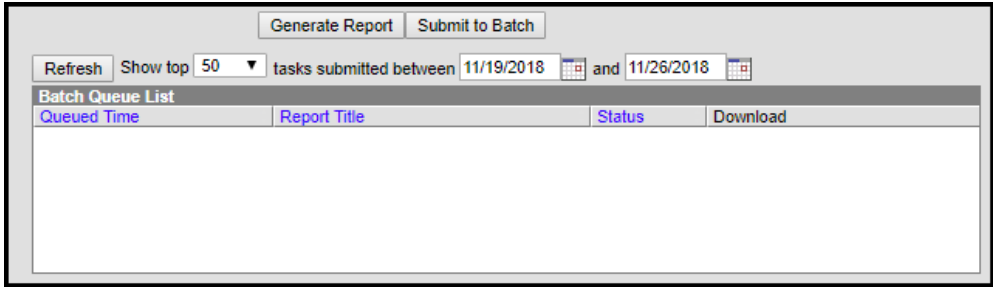
TEA Student Detail Attendance Summary

Report Logic

▸ Click here to expand...

Generating the Report

1. Select the **Student Detail Summary** option in the **Report Type** dropdown.

2. Select a **Report Format** of either PDF, DOCX, or CSV.
3. Select the **Period Model**.
4. Select a calendar from the **Calendar** dropdown.
5. Fill in the **Start Date** and **End Date** fields. There are several options for this action:
     - Select the Calendar icon and select the start and end dates for the reporting period.
     - Select the Start Date and End Date fields and manually input the start and end dates for the reporting period.
     - Click on the period options below the Period model to quick set the start and end dates for the reporting period.
6. Select either **Grade** to filter the report by grade and then choose a grade from the dropdown, or select **Ad Hoc Filter** and choose a filter from the dropdown options.

7. Decide if you want to generate the report or submit to batch:

Generate Report	Click the **Generate Report** button to immediately generate the report. The report will appear in a separate window in the designated format.
Submit to Batch	Clicking the **Submit to Batch** button to send the extract to the Batch Queue List. Batch Queue functionality provides the ability to schedule when the extract is generated and allows users to navigate away from the report editor while the extract is being built. The Batch Queue List also lets users view and access historical reports which were run through the Batch Queue tool.

Report Example

Student Detail Attendance Summary Report Example

Report Layout

Element	Description	Location
Reporting Period *Required*	The period of time that this report pulls from to generate an attendance summary. The general period of time for this report is six weeks. The full school year can be analyzed with this report, but it must be divided into approximately six equal reporting periods.	System Administration > Calendar > Calendar > Attendance Periods > Attendance Periods Detail **Database:** Calendar.name
Grade Level *Required*	The student grade level used to filter this report. Note: Grade levels do not need to match State Grade Levels in order to report.	Student Information > General > Enrollment Tab > Grade And System Admin > Calendar > Calendar > Grade Level **Database:** Enrollment.grade

Element	Description	Location
ADA Eligibility *Required*	Reports the ADA Eligibility code. Options include: • **Code 1**: Eligible for Full Day Attendance • **Code 2**: Eligible for Half Day Attendance (provided instructions for at least 2 hours but fewer than 4 hours each school day) • **Code 3**: Eligible Transfer Student Full Day • **Code 6**: Eligible Transfer Student Half Day • **Code 7**: Eligible Alternative Attendance Program Participation	Student Information > Program Participation > State Programs > ADA **Database:** EnrollmentTX.adaEligibility
Total Membership *Required*	The total number of public school students who were reported in membership as of the last Friday in October at any grade.	Not dynamically stored **Database:** Calculated field
Total Days Absent *Conditional*	The total number of days the student was absent in the reporting period.	Not dynamically stored **Database:** Calculated field
Total Days Present *Required*	The total number of days the student was present in the reporting period.	Not dynamically stored **Database:** Calculated field
Total Eligible Days *Required*	The total number of days the student was present, in membership, and eligible for ADA funds. This figure is calculated by subtracting absences and ineligible days of attendance from days of membership.	Not dynamically stored **Database:** Calculated field
Total Ineligible Days *Conditional*	The total number of days the student was present and in membership, but was ineligible for ADA funds. This figure is calculated by subtracting absences and eligible days of attendance from days of membership.	Not dynamically stored **Database:** Calculated field

Element	Description	Location
Eligible Days Bilingual/ESL *Conditional*	Reports if the student's EL Program Status is marked as EL and the number of eligible days present for the BIL/ESL program the student participated in during the reporting period. The two different values are separated by a slash (/). The EL Status is marked as follows: • **Y**: Yes • **N**: No	Student Information > Program Participation > English Learners (EL) > EL > Program Status **Database:** Lep.programStatus
Eligible Days Pregnancy Related Services *Conditional*	Reports if the student's program is PRS: Pregnancy Related Services and/or PRE-PEP: Pregnancy Related Services - PEP and the number of eligible days present for the PRS program the student participated in during the reporting period. The two different values are separated by a slash (/). The PRS: Pregnancy Related Service Status if marked as follows: • **Y**: Yes • **N**: No	Student Information > General > Flags > Student Flag Detail > Flags > PRS-PEP: Pregnancy Related Services - PEP > Start Date AND Student Information > General > Flags > Student Flag Detail > Flags > PRS-PEP: Pregnancy Related Services - PEP > End Date **Database:** Calculated field
Eligible Days CTE *Conditional*	Reports the career and tech program code and the number of eligible days present for each program the student participated in during the reporting period. The two different values are separated by a slash (/). The career and tech program codes are comprised of the letter "V" and the number of classes the student is participating in during the reporting period not to exceed 6. Example: If the student had three classes the code would be V3.	Student Information > Academic Planning > Programs **Database:** Calculated field

Element	Description	Location
Eligible Days Speech *Conditional*	Reports if the student participates in Speech Therapy Services and the number of eligible days present for each service the student participated in during the reporting period. The two different values are separated by a slash (/). If the student only participates in Speech Therapy Services, than this field will report as 1. If the student is involved in Speech Therapy Services in conjunction with other special education and/or Related Services, than this field will report as 2. If the student does not receive Speech Therapy, than this field will report as 0. Eligible days present is the Speech Therapy start date to the end date, including both the start and end date as eligible days.	Student Information > Special Ed > Documents > Plan Outline > SPED Services > SPED Service Editor > Service Student Information > Special Ed > Documents > Plan Outline > SPED Services > SPED Service Editor > Service > Speech Therapy > Start Date Student Information > Special Ed > Documents > Plan Outline > SPED Services > SPED Service Editor > Service > Speech Therapy > End Date **Database:** Calculated field
Eligible Days Special Ed *Conditional*	Reports the Special Ed Setting code and the number of eligible days present for each program the student participated in during the reporting period. The two different values are separated by a slash (/).	Student Information > Special Ed > Documents > Plan Outline > Enrollment Status > Special Ed Setting **Database:** Enrollment.specialEdSetting
Excess Contact Hours (XCS) *Conditional*	The number of excess contact hours for the student.	Not dynamically stored **Database:** Calculated field
Excess Contact Days *Conditional*	The number of excess contact days for the student.	Not dynamically stored **Database:** Calculated field

Element	Description	Location
Gifted and Talented *Conditional*	Reports if the student gifted and talented. Options include: • **Y**: Yes • **N**: No	Student Information > General > Flags > Student Flag Detail > Flags > GT: Gifted & Talented **Database:** Enrollment.giftedTalented