

Calendar (Texas)

Last Modified on 10/22/2022 10:38 am CDT

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PATH: *System Administration > Calendar > Calendar*

Texas Calendar Tabs

Within Calendar, there are nine tabs: [Calendar](#), [Grade Levels](#), [Schedule Structure](#), [Terms](#), [Periods](#), [Days](#), [Overrides](#), [Attendance Periods](#), and [Calendar GPA](#). While not all fields in these tabs are specific to Texas, some of these fields are critical to ensuring accurate state reporting. These tabs and fields are described below. For all other inquiries, please see the appropriate article linked above.

Calendar

The Calendar tab stores basic information about the calendar, including many fields which impact how the calendar is included within state reports and accountability calculations. Fields that are specific to the state of Texas are defined below. Specific information to help clarify how certain fields affect reporting are also found below. Please see the [Calendar Tab](#) article for all other inquiries.

Calendar Tab

ECHS Indicator

This checkbox indicates whether the calendar is used for Early College High School (ECHS).

[▶ Click here to expand...](#)

STEM Endorsement Indicator

The STEM endorsement option indicates whether the calendar is used for FHSP (Foundation High School Program) programs to earn a Science, Technology, Engineering, and Mathematics Endorsement.

[▶ Click here to expand...](#)

Instructional Program Type

The Instructional Program Type indicates the type of attendance program associated with a calendar.

[▶ Click here to expand...](#)

Attendance Snapshot Time

Each campus must determine attendance for all grades by the absences recorded at the one particular point in time during the second or fifth instructional hour of the day or its equivalent.

Once a time of day for attendance has been established it cannot be changed without school board approval. Students present at the time the attendance snapshot is taken are counted present for Foundation School Program (FSP) funding purposes. With the exception of any reason listed in the Student Attendance Accounting Handbook, students who are absent at the time the attendance snapshot is taken are counted absent for FSP funding purposes.

Reports consider attendance taken during the *period* that contains the snapshot time.

[▶ Click here to expand...](#)

Early Childhood Intervention

The Early Childhood Intervention checkbox indicates whether the calendar is used for an early childhood intervention program.

[▶ Click here to expand...](#)

Grade Levels

The Grade Levels tab lists the grades that attend the selected school. Only students in the listed grades can be enrolled into that calendar. Fields that are specific to the state of Texas are defined below. Specific information to help clarify how certain fields affect reporting are also found below.

Please see the [Grade Levels](#) article for all other inquiries.

Grade Level Detail

***Name**

***Sequence Number**

***State Grade Level Code**

Standard Day

Maximum Membership Days (<= instructional days)

Whole Day Absence (minutes)

Half Day Absence (minutes)

Attendance Snapshot Time

Maximum Approved School Choice Applications

Kindergarten Code

Exclude from cumulative GPA/Rank calculations

Exclude from state reporting

Exempt from Assignment

Standard Code (SIF code)

Exclude from SIF reporting

Exclude from Grade/Age Validation

External LMS Exclude

Exclude from Online Registration Calculations

Grade Level Detail Editor

State Grade Level Code

The Grade Level Code indicates the current grade level of the student.

▶ [Click here to expand...](#)

Attendance Snapshot Time

Each campus must determine attendance for all grades by the absences recorded at the one particular point in time during the second or fifth instructional hour of the day or its equivalent. Once a time of day for attendance has been established it cannot be changed without school board approval. Students present at the time the attendance snapshot is taken are counted present for Foundation School Program (FSP) funding purposes. With the exception of any reason listed in the Student Attendance Accounting Handbook, students who are absent at the time the attendance

snapshot is taken are counted absent for FSP funding purposes.

Reports consider attendance taken during the *period* that contains the snapshot time.

If an Attendance Snapshot Time is entered on the Grade Levels tab, the snapshot time from the Grade Levels tab is used for reporting purposes for students assigned to that grade level.

▶ [Click here to expand...](#)

Kindergarten Code

The Kindergarten Code is used only for district-tracking purposes.

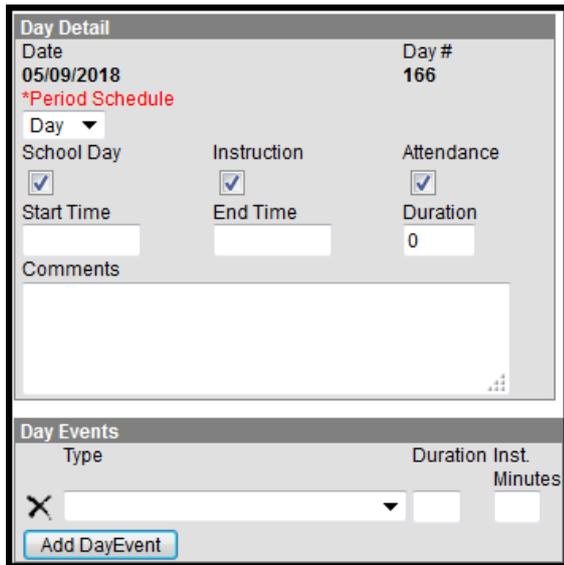
▶ [Click here to expand...](#)

Days

The Days tab provides a calendar type of view for all of the days in the school calendar, determined by the year, school and calendar selected in the Campus toolbar. The Days tab also displays which Period Schedules are assigned to a particular day, if any special events are assigned to a day, or if a particular day is not recording attendance, is not an instruction day, or is not a school day. Please see the [Days](#) article for more information.

Before using any of the tools on the Days tab, verify the following has been done for the selected calendar:

- [Calendar](#) dates are correct.
- [Term](#) dates are correct.
- [Periods](#) and Period Schedules are established.



Day Detail Editor

Day Events Type

Day Events indicate a special event(s) for the school day. The Day Event **Type** field indicates the reason for the event. Types of days are created in the [Attribute/Dictionary](#).

▶ [Click here to expand...](#)

Attendance Periods

Attendance Periods break down the months within the school year into segments of time, most often used for state reporting. School Months can be created in one school calendar and copied to other school calendars using the [Calendar Wizard](#). Refer to the core [School Months](#) for a general overview of Attendance Periods.

This table **MUST** contain data in order for calendar and its contained information to be considered for state reporting. Be sure to enter data for at least ONE attendance period by filling out all required fields.

Attendance Periods Detail							
*Name	*Seq	*Start Date	*End Date	Exclude Start	Exclude End	Close Date	
X 1	1	08/17/2017	09/29/2017			10/06/2017	
X 2	2	10/03/2017	11/10/2017			11/17/2017	
X 3	3	11/13/2017	12/22/2017			01/19/2018	
X 4	4	01/10/2018	02/23/2018			03/02/2018	
X 5	5	02/26/2018	04/13/2018	03/12/2018	03/16/2018	04/20/2018	
X 6	6	04/16/2018	05/25/2018			06/01/2018	

Add Attendance Periods

Attendance Periods Detail Editor

▶ [Click here to expand...](#)

Calendar GPA

The Calendar GPA tab lists all available Custom GPA Calculation (name and type) that may be chosen for use within that calendar. They are ordered by the sequence entered for that calculation on the [GPA Calculation](#) tab. Fields that are specific to the state of Texas are defined below. For all other inquiries, please see the [Calendar GPA](#) article.

Calendar	Grade Levels	Schedule Structure	Terms	Periods	Days	Overrides	Attendance Periods	Calendar GPA
Save								
GPA Calculations for Calendar								
Name	Type	State Reported						
<input checked="" type="checkbox"/> Cumulative GPA	Weighted	<input checked="" type="checkbox"/>						
<input checked="" type="checkbox"/> GPA	Weighted GPA	<input type="checkbox"/>						
<input checked="" type="checkbox"/> Bonus GPA	Unweighted GPA w/ Bonus GPA Points	<input type="checkbox"/>						

GPA Calculations for Calendar Editor

State Reported

If there are multiple GPA calculations entered, the State Reported checkbox allows users to determine which GPA calculation to use in state reporting.

▶ [Click here to expand...](#)