

CTE Membership Audit Report (Utah)

Last Modified on 10/22/2022 10:39 am CDT

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PATH: *UT State Reporting > CTE Membership Audit Report*

Search Term: *CTE Membership Audit Report*

The CTE Membership Audit Report allows districts to report CTE student section enrollment attendance and overall CTE student daily attendance.

CTE Membership Audit Report

The CTE Membership Audit Report prints student attendance records by course-section, for each CTE section in the year and calendar selected on the top toolbar. Each student reports total periods Membership, Present, Tardy, Absent Unexcused, Absent Excused, and Off Roll. A record will print for the Primary Teacher and any other Teachers who are active in the date range unless "Print a copy for the Primary Teacher only" is selected. A Student Attendance Summary is included at the end of the report to display each reporting student's overall daily attendance.

What attendance dates would you like to include in the report?

By Date
 Start Date:
 End Date:

By Term

How would you like the report oriented?

Portrait
 Landscape

Term Description

What students would you like to include in the report?

Select Teachers and Sections

Sort by: Number Name

| Teachers | Sections |
|---|--|
| <input type="text" value="All Teachers"/> Bascom, Carolyn Blackhurst, Michaela Brandley, Kellie Casutt, Lauren Craig, Angela DeGraffennied, Thomas Ellison, Julie Everitt, Mindie Garcia, Patricia Grundberg, Aimee Hansen, Lynn Haws, Mariah Howell, William Jeffery, Patricia | <input type="text" value="All Sections"/> E0000-1 Kindergarten E0000-2 Kindergarten E0000-3 Kindergarten E0000-4 Kindergarten E0000-5 Kindergarten E1000-1 First Grade E1000-2 First Grade E1000-3 First Grade E1000-4 First Grade E1000-5 First Grade E2000-1 Second Grade E2000-2 Second Grade E2000-3 Second Grade E2000-4 Second Grade |

CTRL-click or SHIFT-click to select multiple

Select an Ad Hoc Filter

What options would you like to use for printing?

Use District Attendance Codes
 Print Classroom Monitor Attendance Verification
 Print Period Schedule
 Print District Attendance Codes

How would you like to sort students?

Teacher
 Course

Report Format:

Refresh tasks submitted between and

| Batch Queue List | | | |
|------------------|--------------|--------|----------|
| Queued Time | Report Title | Status | Download |
| | | | |

Reporting Logic

Report on CTE student section enrollment attendance and overall CTE student daily attendance

This report will provide a section record for each section in the year and calendar selected on the top toolbar that has:

1. Section Editor > Career Technical Education > “Where Taught”) NOT = blank
OR
2. When blank on section, the course must have Where Taught field NOT = blank
OR
3. When the course to which the section belongs has a State Code that begins in ('30','32','34','35','36','37','38','39','40','41').
 - Scheduling > Courses > Course Info > State Code

Each section record will include a row for each student that has been rostered into the section when:

1. Student's enrollment tied to the course does not have:
 - No Show = checked on the enrollment
 - State Exclude = checked on the enrollment

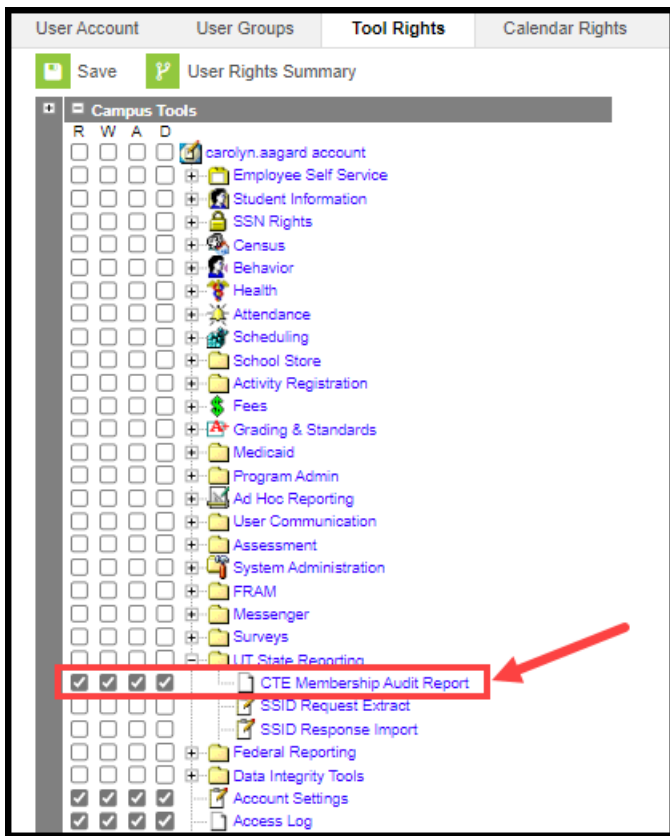
Attendance from student enrollments with the following are not to be counted:

- No Show = checked on the enrollment
- State Exclude = checked on the enrollment

The report can be run against a district’s active year as well as any prior year.

Tool Rights

Users must have a least **R**(ead) tool rights assigned for this report in order to generate it.



Generating the Report

1. Indicate which attendance dates will be used in the report: **By Date** or **By Term**.
2. Indicate how you would like the report to be oriented: **Portrait** (vertical) or **Landscape** (horizontal).
3. Enter a **Term Description** (optional, limit 50 characters).
4. Indicate which students to include in the report by selecting which **Teachers** and **Sections** will report data.
OR
5. Select specific students using an existing **Ad hoc Filter**.
6. Mark which additional reporting options you would like to include in the report:

| Option | How It Impacts the Report |
|--------|---------------------------|
|--------|---------------------------|

| Option | How It Impacts the Report | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| <p>Use District Attendance Codes</p> | <p>Selecting this option means district attendance codes are used when determining the status and excuse values reported for a student's attendance per day.</p> <div data-bbox="603 383 1310 922" style="border: 1px solid black; padding: 5px;"> <p style="text-align: center;">CTE Membership Audit Report</p> <p style="text-align: center;">85362-2 Digital Business Apps Teacher: Molly (Primary) Teacher CACTUS ID: Term: (08/18/2021 - 10/22/2021) Term Description: Term 1 Period: 4 Students: 18</p> <table border="1" style="width: 100%; border-collapse: collapse; font-size: 8px;"> <thead> <tr> <th>Student #</th> <th>Student Name</th> <th>W0818</th><th>R0819</th><th>F0820</th><th>Sa0821</th><th>Su0822</th><th>M0823</th><th>T0824</th><th>W0825</th><th>R0826</th><th>F0827</th> <th>M</th><th>P</th><th>T</th><th>AB UNCK</th><th>ABS EX</th><th>Off</th> </tr> </thead> <tbody> <tr> <td rowspan="5"></td> <td rowspan="5">Lauren M (12)</td> <td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td> <td>21</td><td>17</td><td>0</td><td>2</td><td>2</td><td>0</td> </tr> <tr> <td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td> <td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td> <td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td> <td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td> <td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td rowspan="5"></td> <td rowspan="5">Bennett J (12)</td> <td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td> <td>21</td><td>20</td><td>0</td><td>0</td><td>0</td><td>0</td> </tr> <tr> <td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td> <td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td> <td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td> <td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td> <td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td rowspan="5"></td> <td rowspan="5">Jesus (10)</td> <td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td> <td>21</td><td>21</td><td>0</td><td>0</td><td>0</td><td>0</td> </tr> <tr> <td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td> <td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td> <td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td> <td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td> <td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td rowspan="5"></td> <td rowspan="5">Luis D (11)</td> <td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td> <td>1</td><td>1</td><td>0</td><td>0</td><td>0</td><td>20</td> </tr> <tr> <td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td> <td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td> <td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td> <td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td><td>#</td> <td></td><td></td><td></td><td></td><td></td><td></td> </tr> </tbody> </table> <div data-bbox="1241 600 1425 779" style="border: 1px solid red; padding: 5px; margin-top: 10px;"> <p>Selecting this option means district attendance codes are used when determining the Status and Exclude values reported for a student's attendance per day.</p> <p>For example, an Attendance Code value of SD: Detention/Stuff would report an absence of U</p> </div> </div> | Student # | Student Name | W0818 | R0819 | F0820 | Sa0821 | Su0822 | M0823 | T0824 | W0825 | R0826 | F0827 | M | P | T | AB UNCK | ABS EX | Off | | Lauren M (12) | # | # | # | # | # | # | # | # | # | # | 21 | 17 | 0 | 2 | 2 | 0 | # | # | # | # | # | # | # | # | # | # | | | | | | | # | # | # | # | # | # | # | # | # | # | | | | | | | # | # | # | # | # | # | # | # | # | # | | | | | | | # | # | # | # | # | # | # | # | # | # | | | | | | | | Bennett J (12) | # | # | # | # | # | # | # | # | # | # | 21 | 20 | 0 | 0 | 0 | 0 | # | # | # | # | # | # | # | # | # | # | | | | | | | # | # | # | # | # | # | # | # | # | # | | | | | | | # | # | # | # | # | # | # | # | # | # | | | | | | | # | # | # | # | # | # | # | # | # | # | | | | | | | | Jesus (10) | # | # | # | # | # | # | # | # | # | # | 21 | 21 | 0 | 0 | 0 | 0 | # | # | # | # | # | # | # | # | # | # | | | | | | | # | # | # | # | # | # | # | # | # | # | | | | | | | # | # | # | # | # | # | # | # | # | # | | | | | | | # | # | # | # | # | # | # | # | # | # | | | | | | | | Luis D (11) | # | # | # | # | # | # | # | # | # | # | 1 | 1 | 0 | 0 | 0 | 20 | # | # | # | # | # | # | # | # | # | # | | | | | | | # | # | # | # | # | # | # | # | # | # | | | | | | | # | # | # | # | # | # | # | # | # | # | | | | | | | # | # | # | # | # | # | # | # | # | # | | | | | | |
| Student # | Student Name | W0818 | R0819 | F0820 | Sa0821 | Su0822 | M0823 | T0824 | W0825 | R0826 | F0827 | M | P | T | AB UNCK | ABS EX | Off | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| <p>Print Classroom Monitor Attendance Verification</p> | <p>Selecting this option means classroom monitor attendance is included and reported at the bottom of each course section.</p> <div data-bbox="603 1312 1417 1715" style="border: 1px solid black; padding: 5px;"> <p style="text-align: center;">CTE Membership Audit Report cont.</p> <p style="text-align: center;">85362-2 Digital Business Apps Teacher: Molly Teacher CACTUS ID: Term: (08/18/2021 - 10/22/2021) Term Description: Term 1 Period: 4 Students: 18</p> <p style="text-align: right;">Page 4 of 4 21-22 Maple Mountain High 07/27/2022 03:55:19 PM</p> <p>Classroom Monitor Attendance Verification</p> <table border="1" style="width: 100%; border-collapse: collapse; font-size: 8px;"> <thead> <tr> <th>Date</th> <th>Section#</th> <th>Present/Enrolled</th> </tr> </thead> <tbody> <tr><td>08/19/2021</td><td>85362-2</td><td>-/18</td></tr> <tr><td>08/23/2021</td><td>85362-2</td><td>-/17</td></tr> <tr><td>08/25/2021</td><td>85362-2</td><td>-/17</td></tr> <tr><td>08/27/2021</td><td>85362-2</td><td>-/17</td></tr> <tr><td>08/31/2021</td><td>85362-2</td><td>-/17</td></tr> <tr><td>09/02/2021</td><td>85362-2</td><td>-/17</td></tr> <tr><td>09/07/2021</td><td>85362-2</td><td>-/17</td></tr> <tr><td>09/09/2021</td><td>85362-2</td><td>-/17</td></tr> <tr><td>09/13/2021</td><td>85362-2</td><td>-/17</td></tr> <tr><td>09/15/2021</td><td>85362-2</td><td>-/17</td></tr> <tr><td>09/17/2021</td><td>85362-2</td><td>-/17</td></tr> <tr><td>09/22/2021</td><td>85362-2</td><td>-/15</td></tr> <tr><td>09/24/2021</td><td>85362-2</td><td>-/15</td></tr> <tr><td>09/28/2021</td><td>85362-2</td><td>-/15</td></tr> <tr><td>09/30/2021</td><td>85362-2</td><td>-/15</td></tr> <tr><td>10/04/2021</td><td>85362-2</td><td>-/15</td></tr> <tr><td>10/06/2021</td><td>85362-2</td><td>-/15</td></tr> <tr><td>10/08/2021</td><td>85362-2</td><td>-/15</td></tr> <tr><td>10/12/2021</td><td>85362-2</td><td>-/15</td></tr> <tr><td>10/18/2021</td><td>85362-2</td><td>-/15</td></tr> <tr><td>10/20/2021</td><td>85362-2</td><td>-/15</td></tr> </tbody> </table> </div> | Date | Section# | Present/Enrolled | 08/19/2021 | 85362-2 | -/18 | 08/23/2021 | 85362-2 | -/17 | 08/25/2021 | 85362-2 | -/17 | 08/27/2021 | 85362-2 | -/17 | 08/31/2021 | 85362-2 | -/17 | 09/02/2021 | 85362-2 | -/17 | 09/07/2021 | 85362-2 | -/17 | 09/09/2021 | 85362-2 | -/17 | 09/13/2021 | 85362-2 | -/17 | 09/15/2021 | 85362-2 | -/17 | 09/17/2021 | 85362-2 | -/17 | 09/22/2021 | 85362-2 | -/15 | 09/24/2021 | 85362-2 | -/15 | 09/28/2021 | 85362-2 | -/15 | 09/30/2021 | 85362-2 | -/15 | 10/04/2021 | 85362-2 | -/15 | 10/06/2021 | 85362-2 | -/15 | 10/08/2021 | 85362-2 | -/15 | 10/12/2021 | 85362-2 | -/15 | 10/18/2021 | 85362-2 | -/15 | 10/20/2021 | 85362-2 | -/15 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 08/19/2021 | 85362-2 | -/18 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 08/23/2021 | 85362-2 | -/17 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 08/25/2021 | 85362-2 | -/17 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 08/27/2021 | 85362-2 | -/17 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 08/31/2021 | 85362-2 | -/17 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 09/02/2021 | 85362-2 | -/17 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 09/07/2021 | 85362-2 | -/17 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 09/09/2021 | 85362-2 | -/17 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 09/13/2021 | 85362-2 | -/17 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 09/15/2021 | 85362-2 | -/17 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 09/17/2021 | 85362-2 | -/17 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 09/22/2021 | 85362-2 | -/15 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 09/24/2021 | 85362-2 | -/15 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 09/28/2021 | 85362-2 | -/15 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 09/30/2021 | 85362-2 | -/15 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10/04/2021 | 85362-2 | -/15 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10/06/2021 | 85362-2 | -/15 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10/08/2021 | 85362-2 | -/15 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10/12/2021 | 85362-2 | -/15 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10/18/2021 | 85362-2 | -/15 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Option | How It Impacts the Report | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| <p>Print Period Schedule</p> | <p>Selecting this option means the course section period schedule is included in the report.</p> <div data-bbox="603 338 1417 757" style="border: 1px solid black; padding: 5px;"> <p>Page 6 of 6 21-22</p> <p style="text-align: center;">CTE Membership Audit Report cont.</p> <p style="text-align: center;">84782-3 Food and Nutrition II Teacher: Savannah Maple Mountain High Teacher CACTUS ID: Term: (08/18/2021 - 10/22/2021) 07/27/2022 03:59:48 PM Term Description: Term 1 Period: 4 Students: 31</p> <p>Period Schedule</p> <table border="1"> <thead> <tr> <th>Date</th> <th>Period</th> <th>Time</th> </tr> </thead> <tbody> <tr><td>08/19/2021</td><td>Thursday 4</td><td>01:00 PM - 02:25 PM</td></tr> <tr><td>08/23/2021</td><td>Monday 4</td><td>01:00 PM - 02:25 PM</td></tr> <tr><td>08/25/2021</td><td>Wednesday 4</td><td>01:00 PM - 02:25 PM</td></tr> <tr><td>08/27/2021</td><td>Friday 4</td><td>01:00 PM - 02:25 PM</td></tr> <tr><td>08/31/2021</td><td>Tuesday 4</td><td>01:00 PM - 02:25 PM</td></tr> <tr><td>09/02/2021</td><td>Thursday 4</td><td>01:00 PM - 02:25 PM</td></tr> <tr><td>09/07/2021</td><td>Tuesday 4</td><td>01:00 PM - 02:25 PM</td></tr> <tr><td>09/09/2021</td><td>Thursday 4</td><td>01:00 PM - 02:25 PM</td></tr> <tr><td>09/13/2021</td><td>Monday 4</td><td>01:00 PM - 02:25 PM</td></tr> <tr><td>09/15/2021</td><td>Wednesday 4</td><td>01:00 PM - 02:25 PM</td></tr> <tr><td>09/17/2021</td><td>Friday 4</td><td>01:00 PM - 02:25 PM</td></tr> <tr><td>09/22/2021</td><td>Wednesday 4</td><td>01:00 PM - 02:25 PM</td></tr> <tr><td>09/24/2021</td><td>Friday 4</td><td>01:00 PM - 02:25 PM</td></tr> <tr><td>09/28/2021</td><td>Tuesday 4</td><td>01:00 PM - 02:25 PM</td></tr> <tr><td>09/30/2021</td><td>Thursday 4</td><td>01:00 PM - 02:25 PM</td></tr> <tr><td>10/04/2021</td><td>Monday 4</td><td>01:00 PM - 02:25 PM</td></tr> <tr><td>10/06/2021</td><td>Wednesday 4</td><td>01:00 PM - 02:25 PM</td></tr> <tr><td>10/08/2021</td><td>Friday 4</td><td>01:00 PM - 02:25 PM</td></tr> <tr><td>10/12/2021</td><td>Tuesday 4</td><td>01:00 PM - 02:25 PM</td></tr> <tr><td>10/18/2021</td><td>Monday 4</td><td>01:00 PM - 02:25 PM</td></tr> <tr><td>10/20/2021</td><td>Wednesday 4</td><td>01:00 PM - 02:25 PM</td></tr> </tbody> </table> </div> | Date | Period | Time | 08/19/2021 | Thursday 4 | 01:00 PM - 02:25 PM | 08/23/2021 | Monday 4 | 01:00 PM - 02:25 PM | 08/25/2021 | Wednesday 4 | 01:00 PM - 02:25 PM | 08/27/2021 | Friday 4 | 01:00 PM - 02:25 PM | 08/31/2021 | Tuesday 4 | 01:00 PM - 02:25 PM | 09/02/2021 | Thursday 4 | 01:00 PM - 02:25 PM | 09/07/2021 | Tuesday 4 | 01:00 PM - 02:25 PM | 09/09/2021 | Thursday 4 | 01:00 PM - 02:25 PM | 09/13/2021 | Monday 4 | 01:00 PM - 02:25 PM | 09/15/2021 | Wednesday 4 | 01:00 PM - 02:25 PM | 09/17/2021 | Friday 4 | 01:00 PM - 02:25 PM | 09/22/2021 | Wednesday 4 | 01:00 PM - 02:25 PM | 09/24/2021 | Friday 4 | 01:00 PM - 02:25 PM | 09/28/2021 | Tuesday 4 | 01:00 PM - 02:25 PM | 09/30/2021 | Thursday 4 | 01:00 PM - 02:25 PM | 10/04/2021 | Monday 4 | 01:00 PM - 02:25 PM | 10/06/2021 | Wednesday 4 | 01:00 PM - 02:25 PM | 10/08/2021 | Friday 4 | 01:00 PM - 02:25 PM | 10/12/2021 | Tuesday 4 | 01:00 PM - 02:25 PM | 10/18/2021 | Monday 4 | 01:00 PM - 02:25 PM | 10/20/2021 | Wednesday 4 | 01:00 PM - 02:25 PM | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 08/23/2021 | Monday 4 | 01:00 PM - 02:25 PM | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 08/25/2021 | Wednesday 4 | 01:00 PM - 02:25 PM | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 08/27/2021 | Friday 4 | 01:00 PM - 02:25 PM | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 08/31/2021 | Tuesday 4 | 01:00 PM - 02:25 PM | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 09/02/2021 | Thursday 4 | 01:00 PM - 02:25 PM | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 09/07/2021 | Tuesday 4 | 01:00 PM - 02:25 PM | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 09/09/2021 | Thursday 4 | 01:00 PM - 02:25 PM | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 09/13/2021 | Monday 4 | 01:00 PM - 02:25 PM | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 09/15/2021 | Wednesday 4 | 01:00 PM - 02:25 PM | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 09/17/2021 | Friday 4 | 01:00 PM - 02:25 PM | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 09/24/2021 | Friday 4 | 01:00 PM - 02:25 PM | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 09/28/2021 | Tuesday 4 | 01:00 PM - 02:25 PM | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 09/30/2021 | Thursday 4 | 01:00 PM - 02:25 PM | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10/04/2021 | Monday 4 | 01:00 PM - 02:25 PM | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10/06/2021 | Wednesday 4 | 01:00 PM - 02:25 PM | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10/08/2021 | Friday 4 | 01:00 PM - 02:25 PM | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10/12/2021 | Tuesday 4 | 01:00 PM - 02:25 PM | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10/18/2021 | Monday 4 | 01:00 PM - 02:25 PM | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10/20/2021 | Wednesday 4 | 01:00 PM - 02:25 PM | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>Print District Attendance Codes</p> | <p>Selecting this option means district attendance codes defined and included on the report, allowing you to understand how student CTE participation values per day were determined and reported.</p> <div data-bbox="603 958 1417 1417" style="border: 1px solid black; padding: 5px;"> <p>Page 4 of 4 21-22</p> <p style="text-align: center;">CTE Membership Audit Report cont.</p> <p style="text-align: center;">85362-1 Digital Business Apps Teacher: Molly Maple Mountain High Teacher CACTUS ID: Term: (08/18/2021 - 10/22/2021) 07/29/2022 08:44:38 AM Term Description: Term 1 Period: 3 Students: 20</p> <p style="text-align: center;">Section Totals: Membership: 404 Present: 359 Tardy: 23 AB UNEX: 16 ABS EX: 29 Off Roll: 16</p> <p>To the best of my knowledge, the information contained on this attendance record is verified as accurate and complete Signature: _____ Date: _____</p> <p>Attendance Codes</p> <table border="1"> <thead> <tr> <th>Code</th> <th>Status</th> <th>Excuse</th> <th>Description</th> </tr> </thead> <tbody> <tr><td>AA</td><td>A</td><td>X</td><td>Activity Absence</td></tr> <tr><td>E</td><td>A</td><td>E</td><td>Excused Absence</td></tr> <tr><td>ESD</td><td>A</td><td>E</td><td>Excused School Defined Absence</td></tr> <tr><td>H</td><td>A</td><td>X</td><td>Homebound</td></tr> <tr><td>MA</td><td>A</td><td>E</td><td>Medical Absence</td></tr> <tr><td>OSS</td><td>A</td><td>E</td><td>Out of School Suspension</td></tr> <tr><td>Q</td><td>A</td><td>X</td><td>Quarantine Absence</td></tr> <tr><td>S</td><td>A</td><td>U</td><td>Sluff</td></tr> <tr><td>SD</td><td>A</td><td>U</td><td>Detention/Sluff</td></tr> <tr><td>U</td><td>A</td><td>U</td><td>Unexcused Absence</td></tr> <tr><td>UD</td><td>A</td><td>U</td><td>Detention/Absence</td></tr> <tr><td>USD</td><td>A</td><td>U</td><td>Unexcused School Defined Absence</td></tr> <tr><td>V</td><td>A</td><td>E</td><td>Vacation/Pre-Approved Absence</td></tr> <tr><td>EC</td><td>E</td><td>E</td><td>Early Checkout</td></tr> <tr><td>ISS</td><td>P</td><td>E</td><td>In School Suspension</td></tr> <tr><td>OA</td><td>P</td><td>E</td><td>Office Excused Absence</td></tr> <tr><td>OT</td><td>P</td><td>E</td><td>Office Excused Tardy</td></tr> <tr><td>L</td><td>T</td><td>U</td><td>Late Tardy</td></tr> <tr><td>LD</td><td>T</td><td>U</td><td>Detention/Late Tardy</td></tr> <tr><td>MT</td><td>T</td><td>E</td><td>Medical Tardy</td></tr> <tr><td>TD</td><td>T</td><td>U</td><td>Detention/Tardy</td></tr> <tr><td>TP</td><td>T</td><td>E</td><td>Parent Excused Tardy</td></tr> <tr><td>TU</td><td>T</td><td>U</td><td>Tardy</td></tr> </tbody> </table> </div> | Code | Status | Excuse | Description | AA | A | X | Activity Absence | E | A | E | Excused Absence | ESD | A | E | Excused School Defined Absence | H | A | X | Homebound | MA | A | E | Medical Absence | OSS | A | E | Out of School Suspension | Q | A | X | Quarantine Absence | S | A | U | Sluff | SD | A | U | Detention/Sluff | U | A | U | Unexcused Absence | UD | A | U | Detention/Absence | USD | A | U | Unexcused School Defined Absence | V | A | E | Vacation/Pre-Approved Absence | EC | E | E | Early Checkout | ISS | P | E | In School Suspension | OA | P | E | Office Excused Absence | OT | P | E | Office Excused Tardy | L | T | U | Late Tardy | LD | T | U | Detention/Late Tardy | MT | T | E | Medical Tardy | TD | T | U | Detention/Tardy | TP | T | E | Parent Excused Tardy | TU | T | U | Tardy |
| Code | Status | Excuse | Description | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| AA | A | X | Activity Absence | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| E | A | E | Excused Absence | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ESD | A | E | Excused School Defined Absence | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| H | A | X | Homebound | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| MA | A | E | Medical Absence | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| OSS | A | E | Out of School Suspension | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Q | A | X | Quarantine Absence | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| S | A | U | Sluff | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SD | A | U | Detention/Sluff | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| U | A | U | Unexcused Absence | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| UD | A | U | Detention/Absence | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| USD | A | U | Unexcused School Defined Absence | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| V | A | E | Vacation/Pre-Approved Absence | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| EC | E | E | Early Checkout | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ISS | P | E | In School Suspension | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| OA | P | E | Office Excused Absence | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| OT | P | E | Office Excused Tardy | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| L | T | U | Late Tardy | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| LD | T | U | Detention/Late Tardy | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| MT | T | E | Medical Tardy | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TD | T | U | Detention/Tardy | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TP | T | E | Parent Excused Tardy | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TU | T | U | Tardy | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

- Select the **Report Format** - PDF or DOCX.
- To generate the report immediately, click the **Generate Report** button or generate the report in the background and ensure system performance is not impacted (especially when generating a large amount of data), click the **Submit to Batch** button. The report will generate in the designated report format.

Understanding the Report

See the image below an explanation of each report section. The Report Data Elements table also explains each field in detail.

CTE Membership Audit Report
85362-1 Digital Business Apps Teacher: Molly (Primary)
Teacher CACTUS ID: Term: (08/18/2021 - 10/22/2021)
Term Description: Term 1 Period: 3 Students: 20

Days reporting data
For example, W0818 indicates the student's participation on Wednesday, August 18th

Course section reporting data

Reporting student (including their grade)

| Student # | Student Name | W0818 | R0819 | F0820 | Sa0821 | Su0822 | M0823 | T0824 | W0825 | R0826 | F0827 | M | P | T | UNEX | ABS | EX | Off | Roll |
|------------|--------------|-------|-------|-------|--------|--------|-------|-------|-------|-------|-------|----|----|---|------|-----|----|-----|------|
| Talin (10) | | # | # | # | # | # | # | # | # | # | # | 21 | 21 | 0 | 0 | 0 | 0 | | |
| Diego (11) | | # | # | # | # | # | TU | # | # | # | E | 21 | 20 | 1 | 0 | 1 | 0 | | |

Total counts of the student's membership days, days attended, days absent, number of unexcused absences, number of excused absences, and the sum of days not enrolled in the course section

Per day indication of the student's participation.
 # = Course Not Scheduled that day
 Gray Box = Non-school or weekend day
 - = Student roll off
 U, T, A, etc = Student's status for that day or

Click to view in full screen

Course section totals and a signature field are provided at the end of each reporting course section.

| | | | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|----|----|---|---|---|---|
| Megan R (10) | # | # | # | # | # | # | # | # | # | # | # | 24 | 23 | 0 | 0 | 1 | 0 |
| Section Totals: Membership: 888 Present: 849 Tardy: 4 AB UNEX: 5 ABS EX: 34 Off Roll: 24 | | | | | | | | | | | | | | | | | |
| To the best of my knowledge, the information contained on this attendance record is verified as accurate and complete | | | | | | | | | | | | | | | | | |
| Signature: _____ Date: _____ | | | | | | | | | | | | | | | | | |

Section Totals are included at the end of each reporting course section

A signature and date field are provided, allowing for verification of reported data.

Report Data Elements

Header

| Data Element | Description and Logic | Campus UI Location |
|--------------------------|--|--|
| Calendar | Indicates the calendar reporting data. | N/A |
| School Address | Reports the address information for the school associated with the selected Calendar. If Address = NULL, report blank. | System Administration > Resources > School > Address |
| Date Generated | Reports the date the report was generated. | N/A |
| Page Number | Indicates the page number for organizational purposes on the report. | N/A |
| Course - Section | Reports the course and section number | Course > Course > Course Number Course > Section > Section Number |
| Teacher | Reports the teacher | Courses > Staff History > Primary Teacher |
| Teacher CACTUS ID | Reports the teacher CACTUS ID | Census > People > Demographics > Person Identifiers > Staff State ID |
| Date Range | Reports the start and end dates selected on the Extract Editor. If dates = NULL, report blank. | N/A |
| Term Description | Reports the Term Description entered on the Extract Editor. If the Term Description field = NULL, report blank. | N/A |
| Period | Reports the Class Period. | Course > Section > Section Schedule Placement |
| Students | Indicates number of students included on the report. | N/A |
| Cycle Day | Reports the name of the Period Schedule. | System Administration > Calendar > Calendar > Periods > Name |
| Core Code | Reports the course State Code | Scheduling > Courses > Course > Course Information > State Code |

Report Fields

| Data Element | Description and Logic | Campus UI Location |
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| Student # | The student's Local Student Number. | Census > People > Demographics > Person Identifiers > Local Student Number |
| Student Name | The student's Last Name, First Name, Middle Initial. | Census > People > Demographics > Person Info > Last Name, First Name, Middle (Initial) |
| Grade | The student's grade (shown in parenthesis). | Student Information > Enrollments > Grade |
| Attendance Code | <p>Indicates the student's attendance for each day.</p> <ul style="list-style-type: none"> • # = Course not scheduled • Gray Box = Non-school or weekend day • - = Student off roll • A, U, T = the student's attendance status for that day | System Administration > Attendance > Attendance Codes |

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| <p>M (Membership)</p> | <p>The student's total number of membership days in the course section.</p> <ol style="list-style-type: none"> 1. When the student's non-excluded enrollment that was active on the report day has Membership FTE Override = null: <ol style="list-style-type: none"> 1. Sums the unique instructional days the student is enrolled during the reporting dates indicated on the extract editor. 2. When the student's non-excluded enrollment that was active on the report day has Membership FTE Override NOT = null: <ol style="list-style-type: none"> 1. Multiplies the membership days by the (School Membership FTE Override field value / 100) when Membership FTE Override is not null. 2. Rounded up to the next whole number. <div style="background-color: #e1f5fe; padding: 10px; margin-top: 10px;"> <p>Non-excluded enrollment:</p> <ul style="list-style-type: none"> • No Show NOT = checked on the enrollment • State Exclude NOT = checked on the enrollment • Priority given to the active Primary enrollment to report when both a Primary and non-Primary enrollment are active on the calendar day. </div> | <p>N/A</p> |
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| <p>P (Present)</p> | <p>The total number of days the student was present in the course section.</p> <ol style="list-style-type: none"> 1. When the student's non-excluded enrollment*** that was active on the report day has Membership FTE Override = null: <ol style="list-style-type: none"> 1. Sums the unique instructional days the student is enrolled where the student had any period in the day not one of the following: <ol style="list-style-type: none"> 1. Status = "Absent" 2. Excuse = "Unknown", "Excused" or "Unexcused" 2. When the student's non-excluded enrollment that was active on the report day has Membership FTE Override NOT = null: <ol style="list-style-type: none"> 1. Multiplies the actual days attended by the (School Membership FTE Override field value / 100). 2. Rounded up to the next whole number. <div style="background-color: #e1f5fe; padding: 10px; margin-top: 10px;"> <p>Non-excluded enrollment:</p> <ul style="list-style-type: none"> • No Show NOT = checked on the enrollment • State Exclude NOT = checked on the enrollment • Priority given to the active Primary enrollment to report when both a Primary and non-Primary enrollment are active on the calendar day. </div> | <p>N/A</p> |
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| <p>T (Tardy)</p> | <p>The total number of days the student was tardy for the course section.</p> <ol style="list-style-type: none"> 1. Sums the unique instructional days the student is enrolled during the reporting dates in a non-excluded enrollment indicated on the extract editor where any rostered instructional period in the day is assigned an attendance code with: <ol style="list-style-type: none"> 1. Status = "Tardy" 2. Excuse NOT = "Exempt" <div style="background-color: #e1f5fe; padding: 10px; margin-top: 10px;"> <p>Non-excluded enrollment:</p> <ul style="list-style-type: none"> • No Show NOT = checked on the enrollment • State Exclude NOT = checked on the enrollment • Priority given to the active Primary enrollment to report when both a Primary and non-Primary enrollment are active on the calendar day. </div> | <p>N/A</p> |
| <p>AB UNEX (Absent Unexcused)</p> | <p>Counts the number of enrolled instructional days during the reporting dates in a non-excluded enrollment indicated on the extract editor where the following is true for the student:</p> <ol style="list-style-type: none"> 1. Grade Level Half Day: <ol style="list-style-type: none"> 1. When the student's enrollment grade level has (System Admin > Calendar > Grade Levels > Grade Level Detail > Half Day Absence (minutes)) NOT = null: <ol style="list-style-type: none"> 1. When the student is absent for >= the value entered into the "Half Day Absence (minutes)" field where their absent code has: <ol style="list-style-type: none"> 1. Status = "Absent" 2. Excuse = "Unexcused" or "Unknown" 2. Calendar Half Day: <ol style="list-style-type: none"> 1. When the student's enrollment grade level has (System Admin > Calendar > Grade Levels > Grade Level Detail > Half Day Absence | <p>System Administration > Calendar > Grade Levels > Grade Level Detail > Half Day Absence</p> <p>System Administration > Calendar > Calendar > Half Day Absence</p> |

(minutes)) = null:

1. When (System Admin > Calendar > Calendar > Half Day Absence (minutes) NOT = null:

1. When the student is absent for >= the value entered into the "Half Day Absence (minutes)" field on Calendar where their absent code has:

1. Status = "Absent"
2. Excuse = "Unexcused" or "Unknown"

3. Calculated Half Day:

1. When (System Admin > Calendar > Calendar > Half Day Absence (minutes) = null:

1. When the student is absent for half or more of the instructional minutes in the day, where their absent code has:

1. Status = "Absent"
2. Excuse = "Unexcused" or "Unknown"

4. Reports the most common absence type between ABS UNEX and ABS EX (one or the other, not both) when student qualifies as absent for the day.
5. When student is enrolled in the day in < the full number of instructional periods in the day:
 1. Consider the student to be enrolled in the full number of instructional periods (minutes) in the day so that they are not counted as absent if not enrolled in > 240 minutes.

Non-excluded enrollment:

- No Show NOT = checked on the enrollment
- State Exclude NOT = checked on the enrollment
- Priority given to the active Primary enrollment to report when both a Primary and non-Primary enrollment

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| | <p>are active on the calendar day.</p> | |
| <p>ABS EX (Absent Excused)</p> | <p>Counts the number of enrolled instructional days during the reporting dates in a non-excluded enrollment indicated on the extract editor where the following are true for the student:</p> <ol style="list-style-type: none"> 1. Grade Level Half Day: <ol style="list-style-type: none"> 1. When the student's enrollment grade level has (System Admin > Calendar > Grade Levels > Grade Level Detail > Half Day Absence (minutes)) NOT = null: <ol style="list-style-type: none"> 1. When the student is absent for >= the value entered into the "Half Day Absence (minutes)" field where their absent code has: <ol style="list-style-type: none"> 1. Status = "Absent" 2. Excuse = "Excused" 2. Calendar Half Day: <ol style="list-style-type: none"> 1. When the student's enrollment grade level has (System Admin > Calendar > Grade Levels > Grade Level Detail > Half Day Absence (minutes)) = null: <ol style="list-style-type: none"> 1. When (System Admin > Calendar > Calendar > Half Day Absence (minutes) NOT = null: <ol style="list-style-type: none"> 1. When the student is absent for >= the value entered into the "Half Day Absence (minutes)" field on Calendar where their absent code has: <ol style="list-style-type: none"> 1. Status = "Absent" 2. Excuse = "Excused" 3. Calculated Half Day: <ol style="list-style-type: none"> 1. When (System Admin > Calendar > Calendar > Half Day Absence (minutes)) = null: <ol style="list-style-type: none"> 1. When the student is absent for half or more of the instructional minutes in the day, where their absent code | <p>System Administration > Calendar > Grade Levels > Grade Level Detail > Half Day Absence</p> <p>System Administration > Calendar > Calendar > Half Day Absence</p> |

| | | |
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| | <p>has:</p> <ol style="list-style-type: none"> 1. Status = "Absent" 2. Excuse = "Excused" <ol style="list-style-type: none"> 4. Reports the most common absence type between ABS UNEX and ABS EX (one or the other, not both) when student qualifies as absent for the day. 5. When student is enrolled in the day in < the full number of instructional periods in the day: <ol style="list-style-type: none"> 1. Consider the student to be enrolled in the full number of instructional periods (minutes) in the day so that they are not counted as absent if not enrolled in > 240 minutes. <div style="border: 1px solid #ADD8E6; padding: 10px; margin-top: 10px;"> <p>Non-excluded enrollment:</p> <ul style="list-style-type: none"> • No Show NOT = checked on the enrollment • State Exclude NOT = checked on the enrollment • Priority given to the active Primary enrollment to report when both a Primary and non-Primary enrollment are active on the calendar day. </div> | |
| Off Roll | Reports the sum of days the student was not enrolled in the course section. | N/A |
| Section Totals | Reports the sum of all M, P, T, ABS UNEX, ABS EX, Off Roll for all students in the course section. | N/A |