

BIE Attendance Data Mart

Last Modified on 03/11/2024 8:46 am CDT

Tool Search: Attendance Data Mart

BIE Attendance Data Mart Logic | Understand Attendance Calculations | Data Mart Workflow | Generate a Snapshot | Snapshot Editor Field Descriptions | Notifications | Generate a Report | Report Editor Field Descriptions | Report Example | BIE Attendance Data Mart Reported Fields

Data Marts provide a way for states and districts to federally report on a variety of student data collections. The information stored in a data mart is collected by a <u>snapshot</u> and cannot be altered. Each data mart follows the same validation and authentication workflow process to allow for corrections to be made to student information fields before final sign-off and submission to federal reporting.

The **BIE Attendance Data Mart** is used to collect and store student chronic absenteeism records for federal reporting. This tool relies on aggregated attendance records and does not include same-day or future dated attendance marks.

Before you start, consider the following:

On a nightly basis, an attendance aggregation processing job runs at the district-level to update the aggregated attendance data to include the prior days attendance. Because this job only looks at changes made to attendance fields the day prior, backdated attendance changes may not be included. To ensure all attendance data (including any backdated changes) are included in the attendance aggregation, districts should periodically run the Attendance Aggregation Refresh tool.

The BIE Graduation Rate Data Mart tool is available in both BIE District Edition and NASIS State Edition sites. However, the **Authentication Snapshot** is only available to State Edition users.

BIE Attendance Data Mart Editor	
This tool is used to collect, validate and authenticate student attendance data for fede	
Users must begin by selecting the 'Snapshot' button to start the data capture process. selecting the 'Report' button. It is recommended this tool be used after the completion of the school year. Example:	Data from the snapshot is then built into a table where it can be extracted into a readable report if the 19-20 year is complete, a snapshot is collected for the school year of '20.
Snapshot Captures a snapshot of student data for validation and authentication.	Report Print a report of the data gathered by the snapshot. This option is not available until after a snapshot is captured.
>	>

Read - View the BIE Attendance Rate Data Mart tool.
Write - Generate snapshots and reports using the BIE Attendance Rate Data Mart tool.
Add- N/A
Delete - N/A

Users must have tool rights to both the BIE Attendance Rate Data Mart tool and its validation / authentication sub-tools. Users with **Read** rights to the BIE Attendance Rate Data Mart tool will receive a notification in their Process Alerts when either a snapshot or report has finished processing. Only BIE State Edition users can generate an Authentication Snapshot. The Authentication Snapshot sub-right is ONLY available in NASIS State Edition sites.

For more information about Tool Rights and how they function, see the Tool Rights article.

BIE Attendance Data Mart Logic

Click here to expand...

Understand Attendance Calculations

Click here to expand...

Data Mart Workflow

Additional information regarding the process and workflow of a Data Mart can be viewed in the Data Mart Workflow article.

All Data Marts follow a two-step Validation and Authentication process. By following this process, student data can be reviewed and corrected before it is submitted on for federal reporting.

Generate a Snapshot

Snapshots are the student data collection method data marts use to capture specific data points (first name/last name, gender, etc.) at a particular moment in time and build them into a data table. Student information captured by a snapshot is static and will not be reflective of real-time changes made in the user interface where the data fields live.

For each school included in the snapshot, one data table is built. A school must have at least one eligible calendar for a snapshot to generate. This process can be done for one to multiple schools at a time; however, processing time may vary when more than one school is selected.

Click here to expand...

The Authentication Snapshot is only available to State Edition users.

BIE Attendance Data Mart Editor					
This tool is used to collect, validate and authenticate s	tudent attendance data for federal rep	orting.			
Users must begin by selecting the 'Snapshot' button to selecting the 'Report' button.	start the data capture process. Data f	rom the snapshot is then built	into a table where it can be extracted into a readable r	eport by	
It is recommended this tool be used after the completi	on of the school year. Example: if the	9-20 year is complete, a snaps	hot is collected for the school year of '20.		
Snapshot		Report			
Captures a snapshot of student data for validatio	n and authentication.	Print a report of the data g	athered by the snapshot. This option is not available	until	
>	BIE Attendance Data Ma	art Snapshot Editor			
	Instructions				+
	Snapshot Set Up				-
	School Year *		Snapshot Type * 🚺		
	19-20 🔻		Validation Authentic	Only available in State	
	School Selection Filter (Ad Hoc)			Edition. Individual tool rights are required for each of the snapshot types shown.	
	School * Count of selected schools: 0	Select All 🔻			
	School ↑		Validation Snapshot	Authentication Snapshot	
	BuckingHors	e Elem.	Awaiting Validation	Awaiting Authentication	^
	Celebrate Co	mmunity School	Awaiting Validation	Awaiting Authentication	
	Central Comr	nunity School	Awaiting Validation	Awaiting Authentication	
	High School Awaiting Validation Awaiting		Awaiting Authentication		
	Middle Schoo		Awaiting Validation	Awaiting Authentication	
	View Selected	community School	Awaiting Validation	Awaiting Authentication	
	Generate Reset Back				
	RIF At	tendance Dai	ta Mart Snanshot Editor	a contraction of the second	

- 1. Select Snapshot from the BIE Attendance Data Mart Editor.
- 2. Select a Snapshot Type: Validation or Authentication. District Edition sites automatically default to Validation therefore no selection is required.
- 3. Select a School Year.
- 4. Select a pre-created Ad Hoc filter from the School Selection Filter. (Optional) This field is only available in State Edition.
- 5. Select one or multiple **schools**. One snapshot will generate per school.
- 6. Select Generate. Notification will be sent to Process Alerts when the snapshot is done



processing.

Consider generating a new snapshot when (but not limited to):

- Corrections were made to student attendance affecting the amount of days the student was present/absent.
- Changes were made to the calendar instructional days added/removed because of unforeseen events (i.e. weather).
- A length of time has passed from when the last snapshot was generated and a final authentication report is ready for submission.

*Snapshots can be generated as needed; however, a history of snapshots will not be stored and data from the previous snapshot will be overwritten when a new snapshot is generated.

Snapshot Editor Field Descriptions

Field	Description		
Snapshot Type (State Edition only)	 This field determines the type of snapshot to generate. Validation captures the records from the user interface and builds a data table. A validation snapshot is required before an authentication snapshot can be generated. After generating the validation snapshot use the validation report to review the data. Authentication is a copy of the data collected from the most recent validation snapshot and is used for federal reporting submission. After generating the authentication snapshot use the authentication report for final sign-off and submission. 		
School Year	Identifies the year the snapshot is capturing and collecting attendance data from.		
School Selection Filter (Ad hoc) (State Edition only)	Allows for the selection of an ad hoc filter to filter down to a pre-defined list of schools.		



Field	Description	
School	Allows for the selection of one or multiple schools. Snapshot processing time may vary if more than one school is selected. Use the search field located at the top of the school list to search for a specific school. Only one snapshot will be generated and stored per school.	
Count of Selected Schools	Displays a numeric value for the amount of schools that have been selected to be included in the snapshot.	
Select All	Selects all, or deselects all schools across all pages to be included in the snapshot.	
View Selected	Displays a view-only side panel with a listing of all the schools selected for the snapshot.	
Generate	Select after all other required field selections have been made. A report is not automatically produced when a snapshot has finished generating. Refer to the Report section for further details.	
	Campus does not retain a history of snapshots. When a new snapshot is generated, data from the previous snapshot will be overwritten. Users may choose to generate a new snapshot as corrections are being made to various areas of student information.	
Reset	Returns screen to original defaults.	
Back	Returns user to the BIE Attendance Data Mart editor screen.	

Notifications

Users with **Read** access to the BIE Attendance Rate Data Mart tool will receive notifications in their Process Alerts when:

- A snapshot has been submitted. Only the user who submitted the snapshot will receive this notification. A notification report displays by clicking on the message link.
- A snapshot (validation or authentication) has been submitted and has completed syncing. To view the data captured by the completed snapshot, a report must be generated.
- **A report is available**. If a user selected Submit to Batch Queue to generate the report (validation or authentication), a notification will display when it is ready to view. Click the message link to view the report. The report can also be retrieved from the data mart's Report tool.
- An error has prevented a record from syncing to the state . The DIS Sync error can be further reviewed in the Error Log under System Administration > Data Interchange.
 - Errors can not be corrected in the snapshot. If a correction is needed, it must be made in the location the data is entered. Generate a new snapshot to sync the corrected record.
 - If a record failed to sync, only that record is affected and will not prevent other records



from syncing.

rocess Alerts ate Range to Delete Selected Messages	Display All Processes Find Messages Notification a snapshot has finished processing.	
Process	Name	Posted Date Due Date
Graduation Rate Validation	Graduation Rate Validation Snapshot(s) have completed syncing for school(s) within District Shiprock Associated Schools, Inc.	03/29/2021
Graduation Rate Validation	Graduation Rate Validation Snapshot(s) have completed syncing for school(s) within District Shiprock Associated Schools, Inc.	03/29/2021
Graduation Rate Validation	Graduation Rate Validation Snapshot(s) have completed syncing for school(s) within District Shiprock Associated Schools. Inc.	03/29/2021
Batch Report Complete	D13C02 BIEGradRateDM Validation Report	03/29/2021
Graduation Rate Validation	Graduation Rate Validation Snapshot(s) have completed syncing for school(s) within District Shiprock Associated Schools, Inc.	03/29/2021
Graduation Rate Validation	Graduation Rate Validation Snapshot(s) have completed syncing for school(s) within District Shiprock Associated Schools, Inc.	03/26/2021
Graduation Rate Valid	otification a report is shot(s) have completed syncing for school(s) within District Shiprock Associated Schools, Inc.	03/26/2021
Graduation Rate Valid	vailable and ready to shot(s) have completed syncing for school(s) within District Shiprock Associated Schools. Inc.	03/26/2021
Graduation Rate Valid	view.	03/26/2021
Graduation Rate Validation	Graduation Rate Validation Snapshot(s) have completed syncing for school(s) within District Shiprock Associated Schools, Inc.	03/26/2021
Graduation Rate Validation	Graduation Rate Validation Snapshot(s) have completed syncing for school(s) within District Shiprock Associated Schools, Inc.	03/26/2021
Graduation Rate Validation	Graduation Rate Validation Snapshot(s) have completed syncing for school(s) within District Shiprock Associated Schools. Inc.	03/26/2021
Graduation Rate Validation	Graduation Rate Validation Snapshot(s) have completed syncing for school(s) within District Shiprock Associated Schools, Inc.	03/25/2021
Graduation Rate Validation	Graduation Rate Validation Snapshot(s) have completed syncing for school(s) within District s	03/25/2021
Graduation Rate Validation	Graduation Rate Validation Snapshot(s) have completed syncing for school(s) within Districts Notification of a DIS Sync	03/25/2021
Graduation Rate Validation	Graduation Rate Validation Snapshot(s) have completed syncing for school(s) within Districts error for one record in	03/25/2021
Graduation Rate Validation	Graduation Rate Validation Snapshot(s) have completed syncing for school(s) within Districts the snapshot.	03/25/2021
Graduation Rate Validation	Graduation Rate Validation Snapshot(s) have completed syncing for school(s) within District Supercus Associated Schools, mo	03/25/2021
Graduation Rate Validation	Graduation Rate Validation Snapshot(s) have completed syncing for school(s) within District Shiprock Associated Schools, Inc.	03/24/2021
Graduation Rate Validation	Graduation Rate Validation Snapshot(s) have completed syncing for school(s) within District Shiprock Associated Schools. Inc.	03/23/2021
Graduation Rate Validation	Graduation Rate Validation Snapshot(s) have completed syncing for school(s) within District Shiprock Associated Schools, Inc., 1 DIS Sync errors have occurred.	03/18/2021
Graduation Rate Validation	Graduation Rate Validation Snapshot(s) have completed syncing and a state of the synce errors have occurred.	03/18/2021
Graduation Rate Validation	Graduation Rate Validation Snapshot(s) have completed syncin Snapshot submitted ated Schools, Inc., 1 DIS Sync errors have occurred.	03/18/2021
Graduation Rate Validation	Graduation Rate Validation Snapshot(s) have completed syncine to the person the	03/18/2021
Graduation Rate Validation	Graduation Rate Validation Snapshot(s) have completed syncip snapshot was submitted ated Schools. Inc., 1 DIS Sync errors have occurred.	03/18/2021
Graduation Rate Validation	Graduation Rate Validation Snapshot(s) have completed syncine by. ated Schools, Inc 1 DIS Sync errors have occurred.	03/18/2021
Graduation Rate Authenticat	ion Graduation Rate Authentication Snapshot(s) have condicided synchronic to scroom synumic contract Associated Schools, Inc., 1 DIS Sync errors have occurred	<u>i.</u> 03/17/2021
Batch Report Complete	141 submitted 2020 Grad Rate DM Auth snapshot	03/17/2021
	Notifications	

Generate a Report

Generate a report for a specific school and school year to review or authenticate the student information captured by the snapshot. Only one school and school year may be selected at a time.

A sign-off page appends to the end of the printed PDF version of the Authentication Report.

Click here to expand...

Report Example



BIE Attendance Data Mart Report

School Year: 19-20

District: River School

School: River School

Authentication Date: Awaiting Authentication

Validation Snapshot Date: 04/21/2021 03:04:00 PM

Generated On: 4/21/2021 3:20:45 PM

NASIS ID	Federal Days Absent	Federal Percent Absent	Chronically Absent
	1	0.63	N
	0	0.00	N
	2	1.24	Ν
	0	0.00	Ν
	1	0.62	Ν
	2	1.25	١
	5	3.13	١
	1	0.63	1
	1	0.66	1
	6	3.75	1
	2	1.32	1
	1	0.62	1
	0	0.00	1
	1	0.62	1
	1	0.62	1
	3	1.86	1
	0	0.00	

Copyright @ 2010-2024 Infinite Campus. All rights reserved.



	endance Data Mart Report		
School Year: 19-20			
strict River School	School: River School		
uthentication Date: 04/22/2021 12:22:00 PM	Validation Snapshot Date: 04/22/2021 12:07:00 PM		
Generated On: 4/22/2021 1:50:28 PM			
I (we) have completed the steps necessary to Data Mart. I (we) conclude that the data accur specified school year.	authenticate the data contained within the BIE Attendance rately reflects attendance details for students associated to the		
Signature	Date		
Name (please print)	-		
Title	-		
Signature	Date		
Name (please print)	-		
Title	-		

BIE Attendance Data Mart Reported Fields

Field	Description	Location
Authentication Date	The date and time when the BIE Attendance Data Mart snapshot was authenticated for the school.	N/A
Validation Date	The date and time of the last BIE Attendance Data Mart validation snapshot for the school.	N/A
NASIS ID The unique identifier for the student.		Census > People > Demographics > NASIS ID Database: person.otherID



Field	Description	Location
Last Name CSV Only	Reports the student's last name.	Census > People Identities > Current Identity > Last Name Database: identity.lastName
First Name CSV Only	Reports the student's first name.	Census > People Identities > Current Identity > First Name Database: identity.firstName
Middle Name CSV Only	Reports the student's middle name.	Census > People Identities > Current Identity > Middle Name Database: identity.middleName
Suffix CSV Only	Reports the suffix of the student's name.	Census > People Identities > Current Identity > Suffix Database: Identity.suffix
Birth Date CSV Only	Reports the student's date of birth.	Census > People > Identities > Current Identity > Birth Date Database: Identity.birthDate
Gender CSV Only	Reports the student's sex.	Census > People > Identities > Current Identity > Gender Database: student.gender
Grade CSV Only	Reflects the student's instructional grade of their latest enrollment for all calendars within the school for the school year.	Student Information > General > Enrollment > Grade Database: enrollment.grade
Federal Days Absent	Reports the total number of days a student is considered to be chronically absent within the school. Further information regarding the Federal Days Absent logic can be found in the Chronic Absenteeism section of this article.	Calculated



Field	Description	Location
Federal Percent Absent	Reports the students percentage of chronic absenteeism. The following calculation is used: (Federal Days Absent / Scheduled Days) * 100 = Federal Percent Absent.	Calculated
Chronically Absent	Reports 'Yes' if the student is considered to be chronically absent. Reports 'No' if the student <i>is not</i> considered to be chronically absent.	Calculated
Count Date Enrollment CSV Only	Identifies if the student had an active enrollment at the time of the Count Date - October 1. October 1 must be marked Instructional to be considered the Count Date for the calendar for the school year. If October 1 falls on a non-instructional day, such as a weekend, the next calendar day marked Instructional is considered the Count Date for calendar for the school year. Reports 'Y' if the student had an active enrollment on the Count Date. Otherwise, 'N' reports.	Student Information > General > Enrollments > Start Date/End Date Database: Calculated
Primary Disability CSV Only	Reports the student's primary disability from their latest plan of the selected school year. A plan is eligible if the plan dates overlap the student's primary enrollment start and end dates. The following LOCKED BIE plan types will report: • BIE IEP • BIE IEP	Student Information > Special Ed > General > Documents > Plans > Enrollment Status > Primary Disability Database: planstate.disability1



Field	Description	Location
Special Ed Setting CSV Only	Reports the student's Special I Setting from their latest plan of selected school year. A plan is eligible if the plan dates overla student's primary enrollment s and end dates. The following LOCKED BIE plan will report: • BIE IEP • BIE IEP	of theGeneral > Documents > Plans > Enrollment Status > Special Edap theSettingstartDatabase: planstate.specialEdSetting
English Learner CSV Only	 The English Learner (EL) Code populates when when the stuck meets one of the following corr 'Not EL' reports if: the student's program stanot EL the student's program stanot EL 	atus is Earners (EL) > Program Status Student Information > General > Program Participation > English Learners (EL) >
	If Reports a	Database: as Calculated
	 The following logic is used to determine the temporary repwindow: Active EL Window Start Identified Date Active EL Window End is Fourth Year Monitoring I 	oorting is the s the
	Student's Program Status equals EL OR the student's Program Status equals exited EL with an exit date AFTER the temporary reporting window.	EL



Field	Dlescription	Reports as	Location
	Student Program Status = Exited EL AND the First Year Monitoring Date is on or within the reporting window	1st Year Monitoring	
	Student Program Status = Exited EL AND the Second Year Monitoring Date is ON OR WITHIN the Reporting Window	2nd Year Monitoring	
	Student Program Status = Exited EL AND the Third Year Monitoring Date ON OR WITHIN the Reporting Window	3rd Year Monitoring	
	Student Program Status = Exited EL AND the Fourth Year Monitoring Date ON OR WITHIN the Reporting Window	4th Year Monitoring	
	Student did NOT meet any of the above conditions	NOT EL	



Field	Description	Location
Economic Disadvantaged CSV Only	Reports a status of Y.	N/A
Migrant CSV Only	Reports a status of N.	N/A
Homeless CSV Only	Reports the student's homeless status of the Homeless Nighttime Residence field from the last year of their enrollment within the cohort.	Student Information > General > Enrollment > Service Type Student Information > General > Enrollment > BIE Reporting > Homeless Nighttime Residence Database: bie.homelessNighttimeResidenceBIE
Foster Care CSV Only	Reports the student's BIE foster care status for the selected school year. Otherwise, 'N' reports.	Student Information > Program Participation > BIE Foster Care > Start Date Student Information > Program Participation > BIE Foster Care > End Date
Race/Ethnicity CSV Only	Reports the student's race/ethnicity code tied to their current identity.	Census > People > Identities > Race Ethnicity > Federal Designation Database: Identity.raceEthnicity
Military Connection Status CSV Only	Reports the status of the student's relationship to the military for the selected school year.	Student Information > General > Enrollment > BIE Reporting > Military Connected
	Otherwise, 'N' reports.	Database: enrollmentBIE.militaryConnected



Field	Description	Location
Section 504 CSV Only	Reports the student's 504 plan status. Otherwise, 'N' reports.	Student Information > Program Participation > BIE Section 504 > Start Date Student Information > Program Participation > BIE Section 504 > End Date
Tribe CSV Only	Reports the tribal code of the tribe the student belongs to.	Student Information > General > NASIS > Tribe Database: nasis.tribalCode
BIE Enrollment Type (ISEP Status) CSV Only	Reports the student's BIE Enrollment Type for the school year selected.	Student Information > General > Enrollment > BIE Reporting > Enrollment Type Database: bie.stateAidBIE
BIE District Number CSV Only	Reports the BIE District Number of the District tied to the reporting school.	System Administration > Resources > District Information > BIE District Number Database: District.groupNumber
BIE Group Number (State School Number) CSV Only	Reports the BIE Group Number of the reporting school.	System Administration > Resources > School > BIE Group Number Database: School.groupNumber