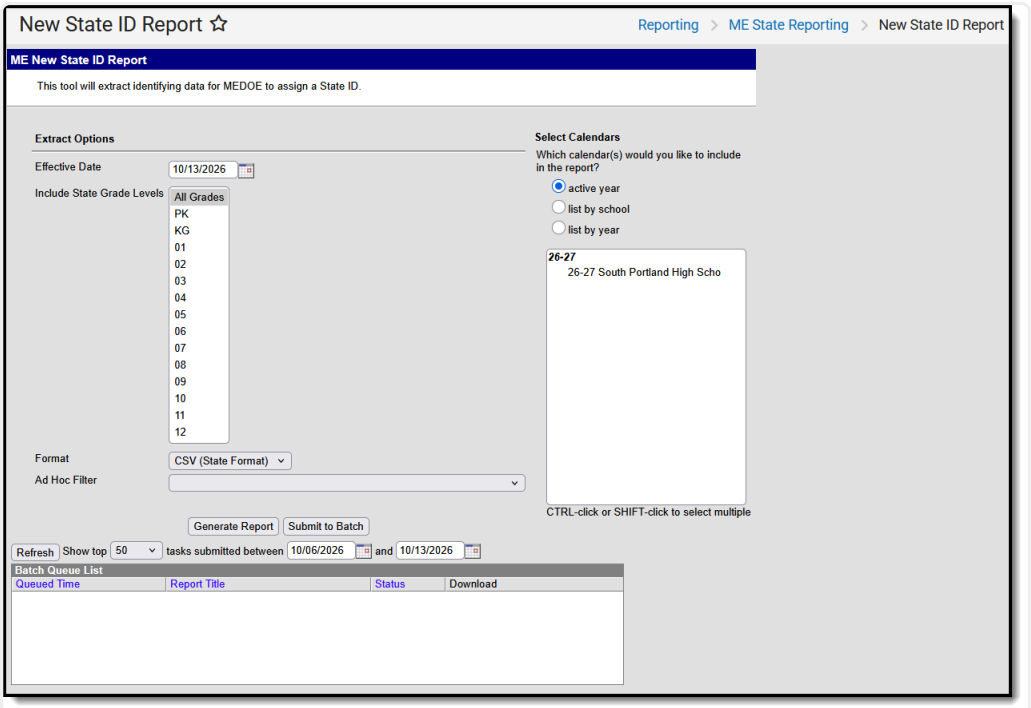
New State ID Report (Maine)

Last Modified on 10/13/2026 9:35 am CDT

Path: Reporting > ME State Reporting > New State ID Report

The New State ID Report extracts identifying student data for upload into MEDOE's state system in order to match or create a StateStudentID.



Maine New State ID Report

Report Logic

This report is for students who do not have a State ID.

Logic determines the report population as follows:

- Report one record for each student who has a Student State ID that has no value entered.
- Report one record for each student who has at least one enrollment record in the calendar(s) selected in the extract editor.
- The report will exclude any records tied to the following:
  - Enrollment records where State Exclude = True
  - Enrollment records where No Show = True
  - Grade Levels marked as Exclude from state reporting
  - Records tied to Calendars marked as Exclude
  - Enrollment records where the Start Date is greater than the Effective Date entered on the extract editor.
- If the student has multiple enrollment records, the record with a Service Type = Primary is reported.
  - If multiple enrollment records are marked as Primary or none of them are marked as

Primary, the record with the most recent Start Date is reported.

- If the student has multiple enrollment records with the same Start Date, the record with the lowest enrollmentID is reported.

Generating the Extract

1. Enter the **Effective Date**. Data as of this date will report.
2. Select which **State Grade Levels** will report data.
3. Select which **Calendars** will report data.
4. Select the report **Format**. For submission to the state, select the CSV (State Format).
5. To further narrow results, select an **Ad Hoc Filter** (optional).
6. Decide how to generate the report:

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

Understanding the New State ID Report

Use the table below to better understand what each report column means and how it reports data.

Column	Description	Database and UI Location
SAUID	Logic reports the State District Number associated with the student's enrollment record.	School & District Settings > District > District Information State District Number District.number
SchoolID	Logic reports the state school number from student's primary enrollment.	School & District Settings > Schools > School Information > State School Number School.number
ResidentTownGEOCode	Reports code from Resident Town Code field on student's primary enrollment.	Student Information > Enrollments > State Reporting Fields > Resident Town Code EnrollmentME. residentTownNumber

Column	Description	Database and UI Location
LocalID	Logic reports the Local Student Number of the student.	Census > People > Demographics > Person Identifiers > Local Student Number Person.studentNumber
LastName	Logic reports the value entered in the Legal Last Name on the student's Identity record. If Legal Last Name is null, the student's Last Name value is reported.	Census > People > Identities > Identity Information > Last Name Census > People > Identities > Protected Identity Information > Legal Last Name Identity.lastName Identity.legalLastName
FirstName	Logic reports the value entered in the Legal First Name on the student's Identity record. If Legal Last Name is null, the student's First Name value is reported.	Census > People > Identities > Identity Information > First Name Census > People > Identities > Protected Identity Information > Legal First Name Identity.firstName Identity.legalFirstName
MiddleName	Logic reports the value entered in the Legal Middle Name on the student's Identity record. If Legal Last Name is null, the student's Middle Name value is reported.	Census > People > Identities > Identity Information > Middle Name Census > People > Identities > Protected Identity Information > Legal Middle Name Identity.middleName Identity.legalMiddleName

Column	Description	Database and UI Location
Suffix	Reports Legal Suffix from student's current legal identity, if one exists, otherwise reports from Demographics	Census > People > Identities > Suffix or Census > People > Demographics > Suffix identity.suffix
Sex	Reports the full name of the Legal Gender value from the student's Identity record. If Legal First Name is null, the Gender value is reported. • If Gender = X, then a value of 'NotSelected' is reported.	Census > People > Identities > Identity Information > Gender Census > People > Identities > Protected Identity Information > Legal Gender Identity.gender Identity.legalGender
BirthDate	Logic reports the Birth Date on the student's Identity record.	Census > People > Identities > Identity Information > Birth Date Identity.birthDate
Grade	Logic reports the State Grade Level Code associated with the student's enrollment grade.	Student Information > General > Enrollments > General Enrollment Information > Grade Enrollment.grade GradeLevel.stateGrade
Start Status	Indicates the reason the student started school. Logic reports the enrollment Start Status dictionary Standard Code value.	Student Information > General > Enrollments > General Enrollment Information > Start Status Enrollment.startStatus