

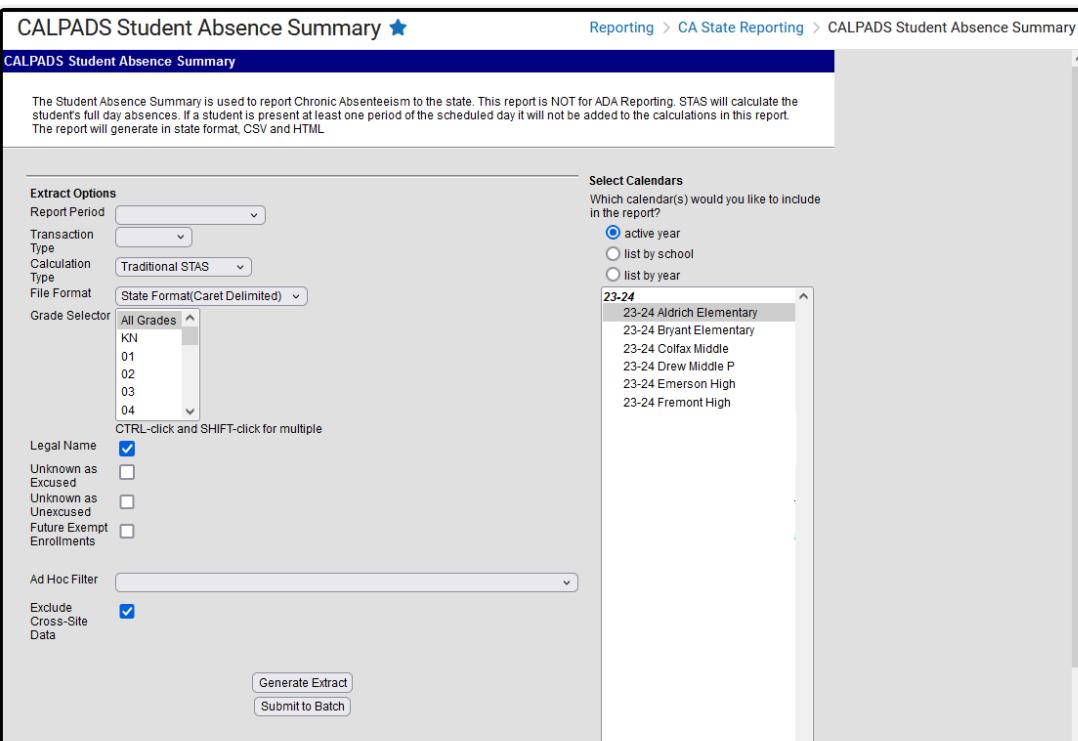
# CALPADS Student Absence Summary (STAS)

Last Modified on 01/26/2026 3:21 pm CST

Tool Search: CALPADS Student Absence Summary

The CALPADS Student Absence Summary (STAS) reports chronic absenteeism to the state. It calculates the student's full day absences, but should not be used to for average daily attendance reporting.

See the [CALPADS Student Absence Summary \(August 2025\)](#) for details on Report Logic and the Report Layout.



CALPADS Student Absence Summary ★

Reporting > CA State Reporting > CALPADS Student Absence Summary

CALPADS Student Absence Summary

The Student Absence Summary is used to report Chronic Absenteeism to the state. This report is NOT for ADA Reporting. STAS will calculate the student's full day absences. If a student is present at least one period of the scheduled day it will not be added to the calculations in this report. The report will generate in state format, CSV and HTML.

**Extract Options**

Report Period:

Transaction Type:

Calculation Type: Traditional STAS

File Format: State Format(Caret Delimited)

Grade Selector: All Grades

KN

01

02

03

04

CTRL-click and SHIFT-click for multiple

Legal Name:

Unknown as Excused:

Unknown as Unexcused:

Future Exempt:

Enrollments

Ad Hoc Filter:

Exclude Cross-Site Data:

Select Calendars

Which calendar(s) would you like to include in the report?

active year

list by school

list by year

23-24

23-24 Aldrich Elementary

23-24 Bryant Elementary

23-24 Colfax Middle

23-24 Drew Middle P

23-24 Emerson High

23-24 Fremont High

Generate Extract

Submit to Batch

CALPADS Student Absence Summary

## Attendance Codes Mapped to State Codes

To properly calculate the Days Absent Out-of-School Suspension and Days Absent In-School Suspension, the [Attendance Codes](#) must be mapped to a **State Code of 100: Out-of-School Suspension or 110: In-School Suspension**.

Attendance Code Setup ☆

Attendance Office > Settings > Attendance Code Setup

**AttendanceExcuses Editor**

Code	Description
ACT	Activity
CLR	Tardy/Cir
CUT	Cut
DET	Detention
DLE	Distance Learning - Excused
DLI	Distance Learning - In Lieu of In-Person
DLU	Distance Learning - Unexcused
ERE	Early Release
EXC	Excused
EXQ	Excused - PH
HH	Home Hosp
HHC	Home Hospital Confirmed
<b>IH</b>	<b>Inhouse</b>
ILL	Illness
IMD	Illness Medical Note Received
ISC	Completed Work
ISN	Incompl Wrk
ISP	Independent Study Pending
LTE	Tardy
OTH	Other
POS	Positive
SC	School Closure - Emergency Conditions
SN	Snow Day PowerRoads

**AttendanceExcuse Detail**

**Code**: IH

**State Code**: 110: In-School Suspension

**Description**: Inhouse

**Status**: Absent

**Excuse**: Excused

Display code in behavior resolution

Use code in virtual attendance posting

Attendance Code Setup for In-School Suspension

## Non-Binary Gender Reporting

Schools can assign students a gender of M: Male, F: Female, X: Non-binary. This is done on the [Identities](#) tool and/or the [Demographics](#) tool.

CALPADS Extracts use the Legal Gender field included in the Protected Identity Information to report student and staff identity information.

To record a gender of X: Non-binary, on the Identities tool:

1. Assign the **Gender of X: Non-Binary** in the standard identify fields.
2. Assign the **Protected Identity Information Legal Gender** of M: Male, F: Female, or X: Non-binary.
3. Save the record when finished.

### Identity Information

PersonID	25745		
*Last Name	*First Name	Middle Name	Suffix
Student	Luke	Bennet	<input type="button" value="▼"/>
*Gender	Pronouns		
X: Non-binary	T: They/Them		
*Birth Date (Age: 13)	Soc Sec Number (Show)	No Image Available	
08/21/2010	XXX-XX-XXXX		
<input type="checkbox"/> Protected Identity Information			
Legal Last Name	Legal First Name	Legal Middle Name	Legal Suffix
Student	Luke	<input type="text"/>	<input type="button" value="▼"/>
Legal Gender			
X: Non-binary			
<small>Race/Ethnicity (Edit)</small>			

Gender and Legal Gender Assignment

## Report Editor

Field	Description
<b>Report Period</b>	Selection determines which date option is used in calculating student attendance - Effective Date, Date Range or School Month.
<b>Effective Date</b>	<p>When this option is selected, the report calculates student attendance from the start of the student's current active enrollment in the current active year through the effective date (the effective date is included in the calculation). Dates are entered in <i>mmddyy</i> format or use the calendar icon to select a date.</p> <p>Displays when the Report Period is set to Effective Date.</p>
<b>Date Range</b>	<p>When this option is selected, the report calculates student attendance from the entered start date to the entered end date. Both the start and end dates (both must be entered) are used in the calculation.</p> <p>Dates are entered in <i>mmddyy</i> format or use the calendar icon to select a date.</p>
<b>School Month</b>	When this option is selected, the report calculates student attendance based on the dates of the selected school month. Only one school month at a time can be selected.
<b>Transaction Type</b>	<p>Indicates the type of transaction that occurs:</p> <ul style="list-style-type: none"> <li>• Replace - existing student attendance information is replaced with new information.</li> <li>• Delete - student attendance information is deleted.</li> </ul>

Field	Description
<b>Calculation Type</b>	<p>Determines which attendance calculation is used to calculate the absence summary.</p> <ul style="list-style-type: none"> <li>• Traditional STAS - reports a student's full day absences.</li> <li>• Period-based STAS - reports a student's absences for each period using the Periods Present (attendance) divided by the Total number of Periods the student is expected to attend multiplies by the Days the student is expected to attend.</li> </ul>
<b>File Format</b>	<p>Determines how the report generates. Select State Format (Caret Delimited) when submitting records to the state. Other formats available for testing and review purposes are CSV and HTML.</p>
<b>Grade Selector</b>	<p>Selection indicates which grade levels of enrollment are included on the report.</p>
<b>Legal Name</b>	<p>When marked, the student's legal name and gender information reports from the Protected Identity Information, instead of the student's name and gender.</p>
<b>Unknown as Excused</b>	<p>When marked, unknown attendance records (from teacher-recorded attendance) are reported as excused absences.</p> <p>This is an optional selection. When not marked, unknown teacher attendance is not included in the Days Absent Excused Non-Suspension calculation (Field 19).</p>
<b>Unknown as Unexcused</b>	<p>When marked, unknown attendance records (those from teacher-recorded attendance) are reported as unexcused absences.</p> <p>This is an optional selection. When not marked, unknown teacher attendance is not included in the Days Absent Unexcused Non-Suspension calculation (Field 20).</p>
<b>Future Exempt Enrollments</b>	<p>When marked, students who enroll after the entered Effective Date, after the End Date of the Date Range and after the last day of the School Month are included in the extract. This affects the following fields:</p> <ul style="list-style-type: none"> <li>• Field 13, Student Absence Summary Data Collection Exemption Indicator, reports Y.</li> <li>• Fields 14-21 report blank.</li> </ul>
<b>Ad hoc Filter</b>	<p>Select which students to include in the extract by choosing a filter that was created in the Filter Designer.</p>
<b>Exclude Cross-Site Data</b>	<p>When marked, students enrolled in <a href="#">Cross-Site Enrollment</a> courses are not included in the report.</p>
<b>Calendar Selection</b>	<p>Select the calendar of enrollment from which to pull student data. Calendars can be chosen by the active year, by the school name or by the year.</p>
<b>Report Generation</b>	<p>Choose the Generate Extract to display the results of the chosen items immediately. Choose the <a href="#">Submit to Batch</a> option to generate the report at a specified time. This option is helpful when generating large amounts of data.</p>

# Generate the CALPADS Student Absence Summary

1. Select the desired **Report Period** option.
2. Enter the appropriate dates for the report (**Date Range** or **Effective Date**), or select the appropriate School Month.
3. Select the desired **Transaction Type**.
4. Select the desired **Calculation Type**.
5. Select the desired **File Format**.
6. Select the desired **grade levels**.
7. If desired, mark the **Legal Name** checkbox.
8. Mark the **Unknown as Excused** or **Unknown as Unexcused** checkboxes. Only one can be marked at a time.
9. If desired, mark the **Future Exempt Enrollments** checkbox.
10. If desired, select an **Ad hoc Filter** to report only those students included in the filter.
11. Mark the **Exclude Cross-Site Data** checkbox to remove students enrolled in Cross-Site courses from the report.
12. Select the desired **Calendars**.
13. Click the **Generate Extract** button to generate the report instantly, or click the **Submit to Batch** button to choose when the report generates. Refer to the CALPADA Student Absence Summary PDF at the beginning of this article for report layout information.