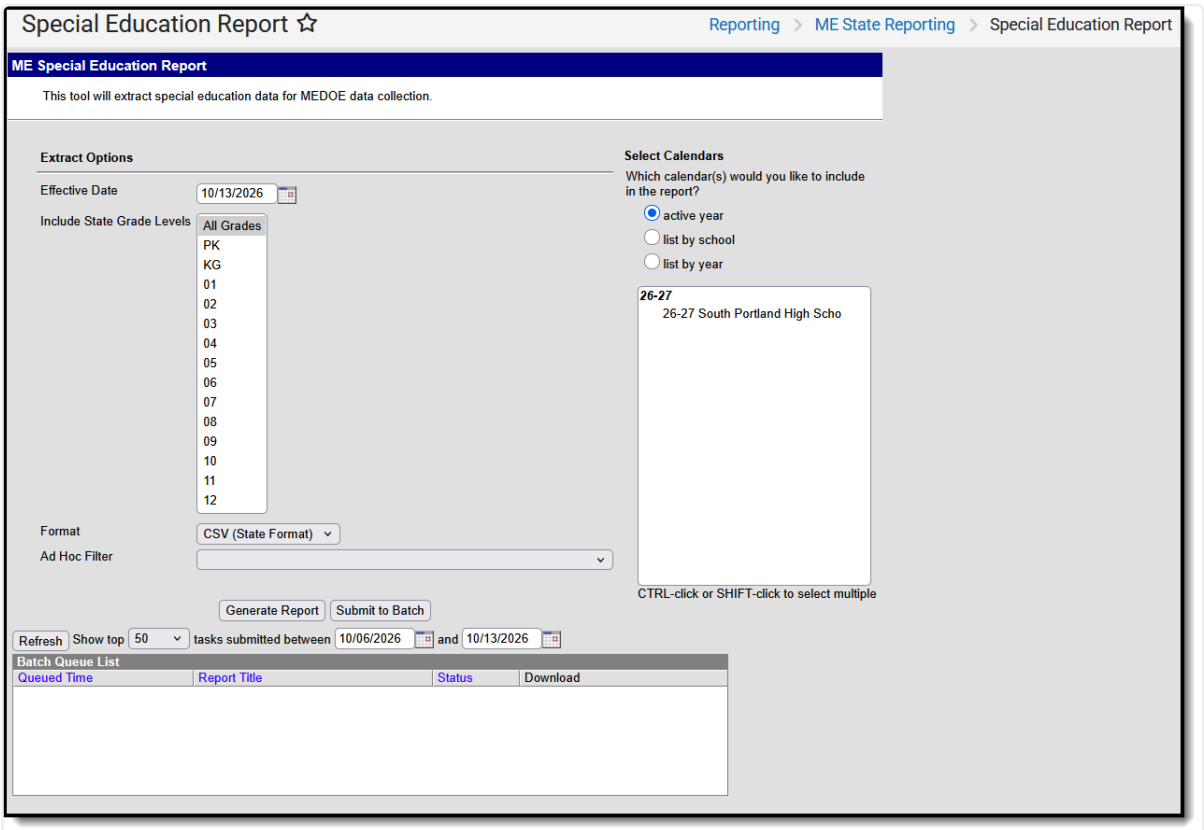
Special Education Report (Maine)

Last Modified on 10/13/2026 9:38 am CDT

Path: Reporting > ME State Reporting > Special Education Report

The Special Education Report extracts special education data for upload into MEDOE's state system for further manipulation.

This article includes the following topics:



Special Education Report

Report Logic

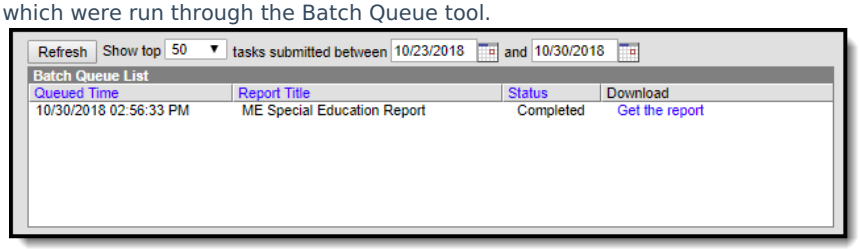
Logic determines the report population as follows:

- Report a record for each Special Ed State Reporting record (Student Information > Special Ed > General > State Reporting) active in the calendar(s) selected on the extract editor.
  - Students must have at least one valid enrollment record in the calendar(s) selected on 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.
- In order to report, students must have at least one active Special Ed State Reporting record in the calendar(s) selected on the extract editor.
  - Only report if one of the following is true:
    - Special Ed State Reporting End Date is greater than or equal to the calendar start date.
    - Special Ed State Reporting End Date is null.
  - Only report if the Special Ed State Reporting State Date is less than or equal to the calendar end date.

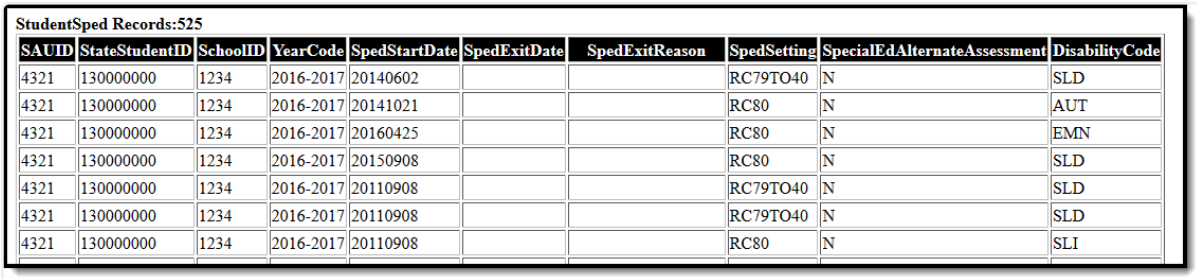
- Only report if the Special Ed State Reporting Start Date is less than or equal to the Effective Date entered on the extract editor.

Generating the Extract

1. Enter the **Effective Date**. Data as of this date will be reported.
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 howto 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. 

Below is an example of a the generated report:



StudentSped Records:525

SAUID	StateStudentID	SchoolID	YearCode	SpedStartDate	SpedExitDate	SpedExitReason	SpedSetting	SpecialEdAlternateAssessment	DisabilityCode
4321	130000000	1234	2016-2017	20140602			RC79TO40	N	SLD
4321	130000000	1234	2016-2017	20141021			RC80	N	AUT
4321	130000000	1234	2016-2017	20160425			RC80	N	EMN
4321	130000000	1234	2016-2017	20150908			RC80	N	SLD
4321	130000000	1234	2016-2017	20110908			RC79TO40	N	SLD
4321	130000000	1234	2016-2017	20110908			RC79TO40	N	SLD
4321	130000000	1234	2016-2017	20110908			RC80	N	SLI

Example of the Special Education Report - HTML Format

Understanding the Special Education Report

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

Column	Description	Format and Length	Database Location	Campus GUI Location

Column	Description	Format and Length	Database Location	Campus GUI Location
SAUID	Logic reports the State District Number associated with the student's enrollment record.	Numeric, 4 digits	District.number	System Administratio > Resources > District Inf > State District Number
StateStudentID	Logic reports the Student State ID of the student.	Numeric, 9 digits	Person.stateID	Census > Demographic > Student State ID
School ID	Logic reports the School Number associated with the student's enrollment record.	Numeric, 4 digits	School.number	System Administratio > Resources > School > School Number
Year Code	Logic reports the Start Year and End Year of the School Year associated with the student's enrollment record that are linked with a hyphen.	Numeric, 9 digits YYYY-YYYY	SchoolYear.startYear SchoolYear.endYear	System Administratio > Calendar > School Years
SpedStartDate	The date in which the student began a Special Education Program. Logic reports the Start Date of the student's Special Ed State Reporting record.	Numeric, 8 digits	SpecialEDState.startDate	Student Information > Special Ed > General > State Reporting > Start Date

Column	Description	Format and Length	Database Location	Campus GUI Location
SpedExitDate	The date in which the student exited a Special Education Program. Reporting logic is as follows: ◦ If the Special Ed State Reporting End Date is less than or equal to the Effective Date entered on the extract editor, report the Special Ed State Reporting End Date. ◦ Otherwise, report as null.	Numeric, 8 digits	SpecialEDState.endDate	Student Information > Special Ed > General > State Reporting > End Date
SpedExitReason	The reason the student exited Special Education. Logic reports the Special Ed State Reporting Exit Reason dictionary Standard Code if the Special Ed State Reporting End Date is less than or equal to the Effective Date entered on the extract editor. Otherwise, report as null.	Alpha, 20 characters Numeric, 20 digits	SpecialEDState.exitReason	Student Information > Special Ed > General > State Reporting > Exit Reason

Column	Description	Format and Length	Database Location	Campus GUI Location
SpedSetting	The student's Special Education setting. Logic reports the Special Ed State Reporting Setting dictionary Standard Code.	Alpha, 10 characters Numeric, 10 digits	SpecialEDState. specialEdSetting	Student Information > Special Ed > General > State Reporting > Setting
SpecialEdAlternateAssessment	Indicates the student will be taking an alternate assessment for state assessment purposes. Reporting logic is as follows: • If Special Ed State Reporting Alternate Assessment = True, a value of Y is reported. • Otherwise, a value of N is reported.	Alpha, 1 character	SpecialEDState. otherAccommodation	Student Information > Special Ed > General > State Reporting > Alternate Assessment
DisabilityCode	The disability for which the student was recieving Special Education services. Logic reports the Special Ed State Reporting Disability dictionary Standard Code.	Alpha, 3 characters	SpecialEDState. primaryDisability	Student Information > Special Ed > General > State Reporting > Disability