

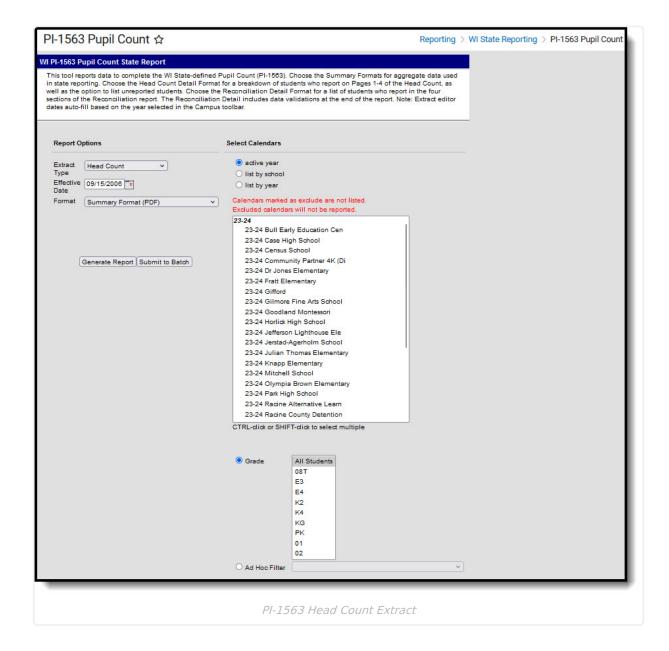
# PI-1563 Pupil Head Count (Wisconsin)

Last Modified on 10/21/2024 8:21 am CDT

Report Logic | Extract Editor | Generate the Extract | Report Layouts

Tool Search: PI-1563 Pupil Count

The Head Count report sends data about the number of students enrolled in a number of categories during the count date.



Different data is reported on each page of the Summary Format, as follows:

• Page 1 - Head Count as of the Count Date



- Page 2 Non-Resident Reductions
- Page 3 Resident Reductions
- Page 4 Resident Additions
- Page 5 Preschool Special Education
- Page 6 and 7 4 Year Old General Information
- Page 8a Other Adjustments
- Page 8b Part Time Attendance of Non-Residents of the District Part-Time Attendance
- Page 9 Adjusted Count as of the Count Date

For all pages of the report, the following definitions are used:

- A **Resident** is defined as a student whose Resident District on their enrollment record is the same as the database housing the data.
- A Non-Resident is defined as a student whose Resident District is not the same as the database housing the data.

# **Report Logic**

This information applies to ALL pages of the Head Count Report. Additional reporting logic for individual pages is noted with the details of that page.

For a student to be considered Scheduled on the Count date, the Calendar Day must be marked as Instructional, School, and Attendance, in addition to the Period Schedule into which they are scheduled is tied to the Day of the Count Date.

Students must be actively enrolled on the effective date of the report. If a student is marked as State Exclude (by enrollment record, grade level or calendar) or as a No Show, that student will not be included in the report. In addition, any student who has a Census Status of **N: Private School** or **H: Home Schooled** are not included.

A student's age is calculated as of September 1, of the school year being reported, unless otherwise stated.

- 4 Year Old Kindergarten category's age requirement is 4 years old.
- 5 Year Old Kindergarten category's age requirement is 5 years old.

### **Extract Editor**

Field	Description
Extract Type	Determines which PI-1563 extract generates. Select Head Count to generate the Head Count Report.



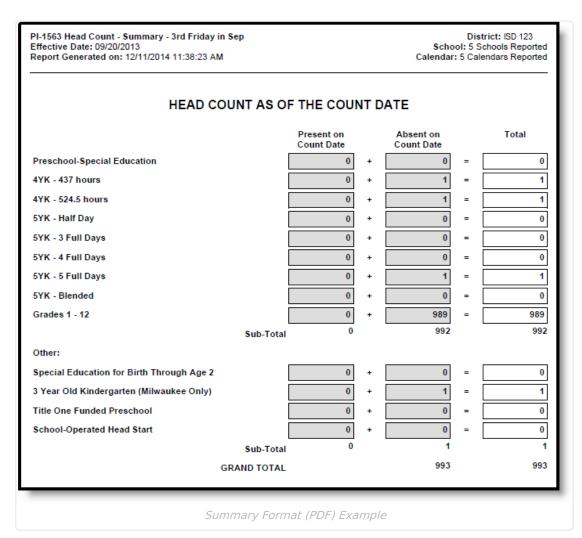
Field	Description
Effective date	The date the report uses to pull student data based on active enrollment records and other related information. The date of the Third Friday in September for the school year selected in the Campus toolbar is auto-populated into this field. Dates can be entered in <i>mmddyy</i> format or by using the calendar icon to select a date.
Format	Selection indicates how the report generates. Options are:  • Summary Format (PDF)  • Detail Format Pages 1-4 (PDF)  • Detail Format Pages 1-4 (CSV)  • Detail Format Pages 5-8 (CSV)  • Detail Format Attendance Audit (CSV)
	Use the Summary Format (PDF) to submit information to the state, and Detail Format in either PDF or CSV when reviewing data prior to state submission. Use the Attendance Audit Detail Format to review all students who have absent attendance data.  Detail formats include the student's name and general demographic information, in addition to the information the specific pages report.
Include Students Not Reported on Summary	When marked, students who were not included in the Summary Report will be included in the Detail Report.  This option displays when the following formats are selected:  • Detail Format Page 1-4 (PDF)  • Detail Format Pages 1-4 (CSV)  • Detail Format Pages 5-8 (CSV)  • Detail Format Attendance Audit (CSV)
Choice Identifier Report	When marked, the Choice Program Participant Indicator column is added to the Detail Format Attendance Audit to indicate if the student is a choice student.  This option only displays when the Detail Format Attendance Audit (CSV) is selected as the format.
Calendar Selection	At least one calendar needs to be selected in order to generate. Calendars can be selected by Active Year, by School Name or by Year.
Student Selection	<ul> <li>Select students to include on the report by choosing either a <b>Grade</b> level of enrollment for the students or an <b>Ad hoc Filter</b>.</li> <li>To include students in all grade levels, choose <b>All Students</b> in the Grade Level options.</li> <li>Selecting an existing ad hoc filter reports only those students or courses included in those filters, if they meet the reporting requirements of the report.</li> </ul>



Field	Description
Report Generation	Use the <b>Generate Extract</b> button to immediately display the results of the selected extract type/period. For a larger data set, use the <b>Submit to Batch</b> button. This allows the selection of a specific time in which the extract generates (after school hours). See the Batch Queue article for more information.

### **Generate the Extract**

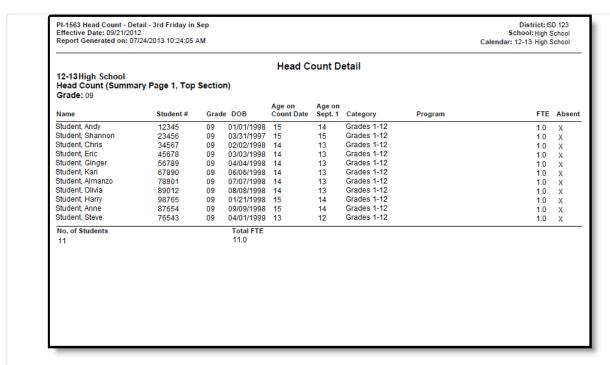
- 1. Select **Head Count** in the **Extract Type** dropdown box.
- 2. Enter the **Effective Date** of the report.
- 3. Select the **Format** in which to generate the report.
- 4. If one of the Format options is selected, mark the **Include Students Not Reported on Summary** checkbox, if that is desired.
- 5. Select the **Calendars** to include in the report.
- 6. Select the students to include in the report by choosing either a **Grade** level or an **Ad hoc Filter**.
- Click the Generate Extract button to display the report immediately, or use the Submit to Batch button to determine when the report should generate. The report displays in the selected format.



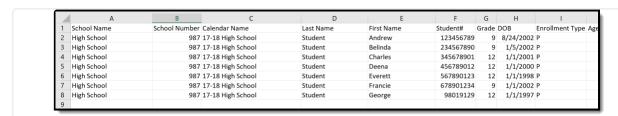
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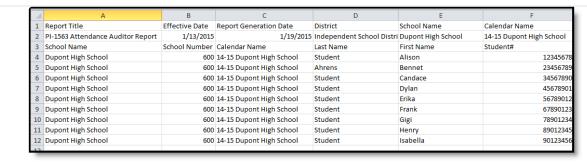
The Detail Summary Report in PDF lists the students in each reported grade level on a separate page, or if the total number of students reported in a grade level is more than one page, a page break separates that grade level from the next grade level.



Detail Format Page 1-4 (PDF) Example



Detail Format Page 1-4 (CSV) Example



Detail Format Attendance Audit (CSV)

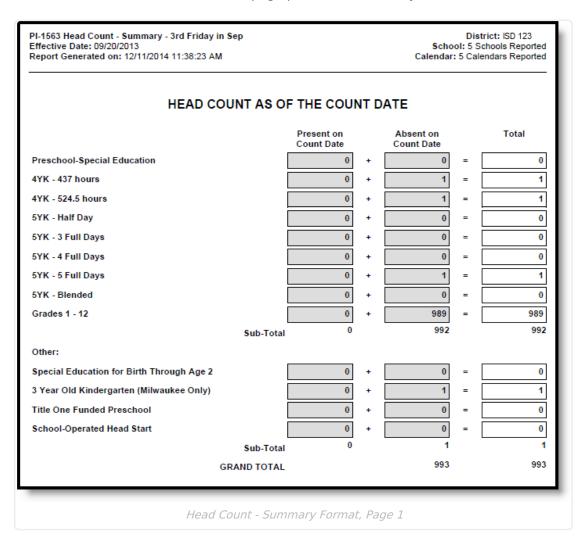
# **Report Layouts**

Report Logic | Extract Editor | Generate the Extract | Report Layouts



### **Head Count as of the Count Date (Page 1)**

The Head Count as of the Count Date page provides a summary of student attendance information.



### **Summary Format Column Descriptions**

Counts are based on attendance entries on the student's Attendance tab.

|--|



Field	Description
Present on Count date	<ul> <li>A student is counted as present if all of the following are true:</li> <li>The student is scheduled for at least one instructional period on the effective date; and</li> <li>The student is present in at least one period on the effective date.</li> <li>Absences with a Status of "Early Release" or "Tardy" or "Present" are ignored by the logic (not considered absences).</li> <li>Absences with a Status of "A" on the effective date to count that have Present Minutes &gt; 0 are not considered absences.</li> <li>Absences must have a Status of "A" on the effective date to count in this calculation with no Present Minutes entered</li> <li>Absences with an Excuse of "Exempt" are ignored by the logic (not considered absences). All other Excuses are accepted.</li> </ul>
Absent on Count Date	If student does not meet all criteria for Present Count on Date, then the student is counted as Absent.
Total	Sum of the Total Days Present and the Total Days Absent.

### **Grade Level Descriptions**

Grade	Logic
Preschool - Special Education	<ul> <li>The student must be three years old on or before the Effective Date.</li> <li>The student must have an active, locked IEP on the Effective Date with a Primary Disability that is not blank or N: Not Disabled.</li> <li>The grade level can be: <ul> <li>E3: Special Ed for age 3</li> <li>E4: Special Ed for age 4</li> <li>E5: Special Ed for age 5</li> </ul> </li> </ul>
4YK - 437 Hours	Reports students who are enrolled in grade levels with one of the following Kindergarten Codes:  • 50K4:437 hours 4-yr Kindergarten, With Outreach  • 50K4N:437 hours 4-yr Kindergarten, No Outreach  • K4a:4-year-old Kindergarten, 437 hours
4YK - 524.5 Hours	Reports students who are enrolled in grade levels with one of the following Kindergarten Codes:  • 60K4:524.5 Hours 4-yr Kindergarten, With Outreach  • K4b:4-year-old Kindergarten, 524.5 hours



Grade	Logic
5YK - Half Day	Reports students who are enrolled in grade levels with one of the following Kindergarten Codes:  • 50KG: Half-day KG  • KGd:Half Day
5YK - 3 Full Days	Reports students who are enrolled in grade levels with one of the following Kindergarten Codes:  • 60KG:3-Day Per Week KG  • KGc:Full Day 3 Days a Week
5YK - 4 Full Days	Reports students who are enrolled in grade levels with one of the following Kindergarten Codes:  • 80KG:4-Day Per Week KG  • KGb:Full Day 4 Days a Week
5YK - 5 Full Days	Reports students who are enrolled in grade levels with one of the following Kindergarten Codes:  • 100KG:5-Day Per Week KG  • KGa:Full Day 5 Days a Week
5YK - Blended	Reports students who are enrolled in grade levels with one of the following Kindergarten Codes:  • VARKG:Blended KG Program
Grades 1-12	<ul> <li>Students must be enrolled in grade levels 1-12</li> <li>Grade level must not have a Kindergarten Code required by any other row</li> </ul>
Special Education for Birth through Age 2	B2: Special Ed for birth through age 2
3 Year Old Kindergarten	K3: 3-year-old Kindergarten
Title One Funded Preschool	C1: Title 1 Preschool
School-Operated Head Start	HD: Head Start
Subtotal Rows	Sum of the value in each of the previous rows.
Grand Total	Sum of all rows.

### **Detail Format Descriptions**



Field	Description	Campus Database	Campus Interface
Name	Reports the student's name	Identity.firstName Identity.lastName	Demographics > Last Name, First Name
Student Number	Reports the student's state ID.	Person.stateID	Demographics > Student State ID
Grade Level	Reports the grade level of enrollment.	Enrollment.grade	Enrollments > Grade
Date of Birth	Reports the student's birth date.	Identity.birthDate	Demographics > Birth Date
Enrollment Type	Reports the student's Enrollment Service Type (P: Primary, S: Partial or N: Special Education).	Enrollment.type	Enrollments > Service Type
	This displays on the CSV format.		
Age on September 1	Reports the student's age as of September 1.	Calculated, data not stored	Calculated, data not stored
Age on Count Date	Reports the student's age as of the Count Date.	Calculated, data not stored	Calculated, data not stored
Category	Reports the Kindergarten Code, if applicable. Otherwise, reports a value of 1-12 for students in those grade levels.	School.kindergartenCode	School Information > Kindergarten Code
Resident District	Displays the student's resident district, if the field is populated.  This displays on the CSV format.	Enrollment.resident District	Enrollments > State Reporting Fields > Resident District



Field	Description	Campus Database	Campus Interface
Is Resident?	If the student goes to the same district in which he resides, this field reports Yes. This fied also reports Yes if the Resident District field is not populated. If the student does not attend the district in which he resides, this field reports No.  This displays on the CSV format.	Enrollment.resident District	Enrollments > State Reporting Fields > Resident District
Program Code/Program	Reports the student's assigned Census Status for the following:  O: Open Enrollment  6: 66.30 C: CESA Program W: Tuition Waiver-Additional T: Tuition Waiver - Current Year TP: Tuition Paid The Census Status Code only reports on the CSV format.	Enrollment.censusStatus	Enrollments > State Reporting Fields > Census Status
Absent	If a student meets the criteria for Absent on Count Date, a value of X (for PDF) or 1 (for CSV) reports. Otherwise, reports blank.	Calculated, data not stored	Calculated value, data not stored
FTE	FTE amounts are assigned depending on the selected grade level and definition and Census Status. The following rules apply (in order):  1. Non-Resident students with the following Census Statuses will report 0.0 FTE:  9, CC  2. Resident students with the following Census Statuses will report 9.0 FTE:  YO, YA,  8, PS  3. Any student, regardless of residence, with the following Census Statuses will report 0.0 FTE: TP, E, O, C, F, 6, IS, N, H, RT, TR, W.	Calculated, data not stored	Enrollments > State Reporting Fields > Census Status  School Information > Kindergarten Code



Field	Description of the above scenarios apply, then:	Campus Database	Campus Interface
	<ul> <li>If student is enrolled in grade 01-12, reports 1.0 FTE.</li> <li>If student is enrolled in a grade with KG Code E3, E4 or E5, reports .5 FTE (Sped Preschool codes).</li> <li>If student is enrolled in a grade with KG Code K4a, 50K4N or 50K4, report s.5 FTE (4YK 437 Hour codes).</li> <li>If student is enrolled in a grade with KG Code K4b or 60K4, reports .6 FTE (524 Hour codes)</li> <li>If student is enrolled in a grade with KG Code KGd or 50KG, reports .5 FTE (Half Day codes)</li> <li>If student is enrolled in a grade with KG Code KGc or 60KG, reports .6 FTE (5YK 3 days codes)</li> <li>If student is enrolled in a grade with KG Code KGb or 80KG, reports .8 FTE (5YK 4 days codes)</li> <li>If student is enrolled in a grade with KG Code KGb or 80KG, reports .8 FTE (5YK 4 days codes)</li> <li>If student is enrolled in a grade with KG Code KGa or 100KG, reports 1.0 FTE (5YK 5 days codes)</li> </ul>		
Number of Students	Reports a whole number count of students int he list.	Calculated, data not stored	Calculated value, data not stored
Total FTE	Reports the sum of the FTE column.	Calculated, data not stored	Calculated value, data not stored



Field	Description	Campus Database	Campus Interface
Head Count Top	Displays a 1 if student is reported in the totals (top section only) on Head Count Page 1, Top Section. Else, displays 0.  This displays on the CSV format.	N/A	N/A
Head Count Bottom	Displays a 1 if student is reported in the totals (top section only) on Head Count Page 1, Bottom Section. Else, displays 0.  This displays on the CSV format.	N/A	N/A
NR Red	Displays a 1 if student is reported in the totals on Head Count Summary Page 2, Non-Resident Reductions. Else, displays 0.  This displays on the CSV format.	N/A	N/A
Res Red	Displays a 1 if student is reported in the totals on Head Count Summary Page 3, Resident Reductions. Else, displays 0.  This displays on the CSV format.	N/A	N/A
Res Add	Displays a 1 if student is reported in the totals on Head Count Summary Page 3, Resident Additions. Else, displays 0.  This displays on the CSV format.	N/A	N/A
Adjusted Count	Displays a 1 if student is reported in the totals on Head Count Summary Page 9, Adjusted Count. Else, displays 0.  This displays on the CSV format.	N/A	N/A



Field	Description	Campus Database	Campus Interface
Unreported	This column only appears if the user has selected "Include Students Who do not Report" on the Extract Editor.  Reports a 1 if the student is enrolled on the Count Date, but is not eligible for pages 1-4 of the Head Count Summary.  This displays on the CSV format.	N/A	N/A
Reason Unreported	Displays the reason the student was excluded from the report from the following categories:  • Excludes by Exclude Type (PI-1563 Exclude, Calendar Exclude, Grade Level Exclude, Enrollment State Exclude)  • Census Status  • Grade Change  • IEP Status  • Invalid Grade Level  • Age  • No Show  Multiple excludes display for each student if needed. If a student has multiple simultaneous enrollments, all excludes for all enrollments will report.  When the Include Students Not Reported on Summary checkbox is not marked, these exclusions are followed. When the Include Students Not Reports on Summary checkbox is marked, the exclusions are not followed (meaning, all students report).  This reports on both the CSV and PDF formats.	N/A	N/A



### **Tuition Waiver - Current Year Special Rules**

Special rules apply to students assigned the Census Status of T: Tuition Waiver - Current Year. This status reports ONLY on page 1 and only under the following circumstances.

Resident District	Serving District	Reports on Page
Same as Database or NULL	Same as Database or NULL	Page 1 only
Different than the database	Same as Database or NULL	Page 1 only
Different than the database	Same as the database	Page 1 only
Same as the database or NULL	Different than the database	Does not report

### Non-Resident Reductions (Page 2)

The Non-Resident Reductions page counts students who are enrolled in a district that is not considered their primary district for funding purposes and who meet certain Census Status criteria. These students are subtracted from the totals reported on page 1 of the report.

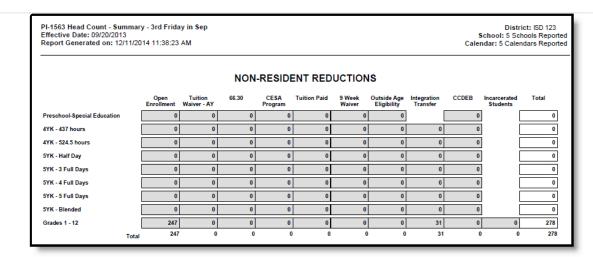
#### **Census Statuses**

The following Census Statuses are included in the Non-Resident Reductions count:

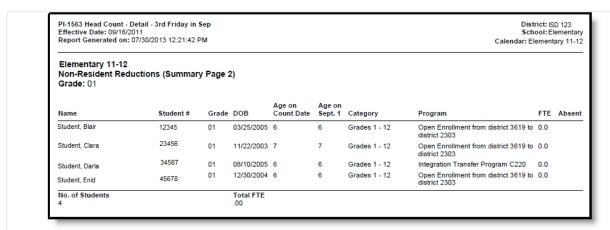
- 6: 66.30
- CC: CCDEB
- C: CESA Program
- IS: Incarcerated Students (Reported for 1-12 only)
- TR: Integration Transfer (Reported for KG and 1-12 only)
- E: Outside Age Eligibility
- O: Open Enrollment
- W: Tuition Waiver Additional Year
- TP: Tuition Paid
- 9: 9 Week Waiver

Each Census Status is counted in a separate column by grade level. Students with multiple enrollments in the same calendar report one time. See the list of Grade Level Descriptions for more information.





Non-Resident Reductions - Summary Format



Non-Resident Reductions - Detail Format

### **Resident Reductions (Page 3)**

The Resident Reductions Page counts students who are considered a resident of the district which provides services to the student but who are less than full time enrollment or outside of the age eligibility criteria.

#### **Census Statuses**

Only students who have a Census Status of the following are included:

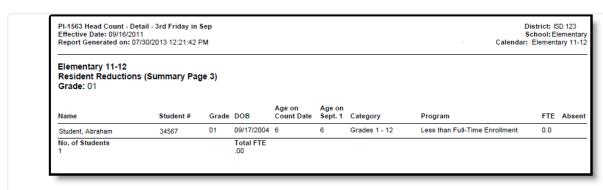
- E: Outside Age Eligibility
- F: Less than Full Time Enrollment

See the Grade Level Descriptions for a list of included grade levels.

A student with multiple enrollments in the same calendar reports once.



	RESIDE	ENT REDUC	TIONS	
	< Full Time Student	Outside Age Eligibility	Total	
Preschool-Special Education	0	0	0	
4YK - 437 hours	1	0	1	
4YK - 524.5 hours	1	0	1	
5YK - Half Day	0	0	0	
5YK - 3 Full Days	0	0	0	
5YK - 4 Full Days	0	0	0	
5YK - 5 Full Days	1	0	1	
5YK - Blended	0	0	0	
Grades 1 - 12	12	0	12	
Tota	15	0	15	



Resident Reductions - Detail Format, page 3

### **Resident Additions (Page 4)**

The Resident Additions page counts students who are considered a resident of the district, but who receive services through another district or program. Students reported here are included in the Page 1 Totals for Page 9: Adjustments, as well as the Reconciliation Record.

See the Grade Level Descriptions for more information.

A student with multiple enrollments in the same calendar reports only once.

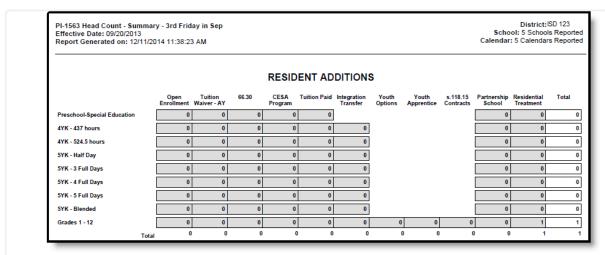
#### **Census Statuses**

Students with the following Census Statuses are included.

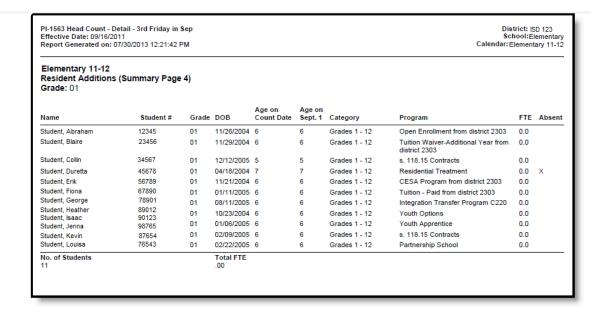
- 6: 66.30
- C: CESA Program
- TR: Integration Transfer (Reported for KG and 1-12 only)



- O: Open Enrollment
- 8: s.118.15 (Reported for 1-12 only)
- PS: Partnership School
- RT: Residential Treatment
- TP: Tuition Paid
- W: Tuition Waiver AY
- YO: Youth Options (Reported for 1-12 only)
- YA: Youth Apprentice (Reported for 1-12 only)



Resident Additions - Summary Format, page 4



Resident Additions - Detail Format, page 4

### **Preschool Special Education (Page 5)**

The Preschool (4 year old) Special Education page reports students who have Grade Level Kindergarten Codes associated with 4 year olds who are active special education students on the effective date of the report. Students must be 3 years old on or before the Effective Date.

This requires students to be enrolled in specific early childhood/kindergarten programs that are

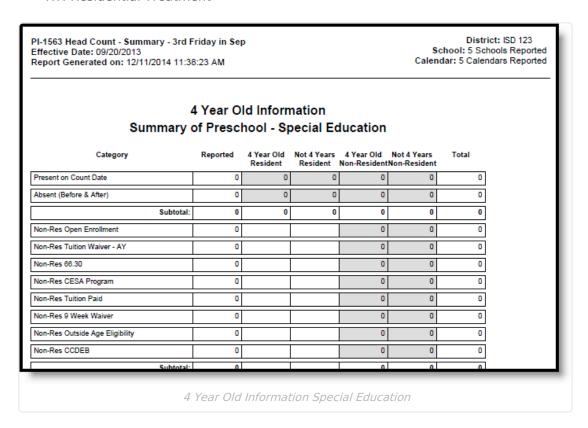


defined by the Kindergarten Code on the grade level and require the student to have a locked IEP and a valid disability.

#### **Census Statuses**

The following Census Statuses are reported:

- O: Open Enrollment
- W: Tuition Waiver Additional Year
- 6: 66.0301
- C: CESA Program
- TP: Tuition Paid
- 9: 9 Week Waiver
- E: Outside Age Eligibility
- CC: CCDEB
- F: Less than Full Time
- PS: Partnership School
- RT: Residential Treatment



### **Column Descriptions**

Name	Description
Reported	Value reported on equivalent Head Count page for equivalent category.  Always equals the Total column.



Name	Description
4 Year Old Resident	<ul> <li>Student must be a Resident</li> <li>Student must be 4 years old on or before September 1 of the school year in which the report is run.</li> </ul>
Not 4 Years Resident	<ul> <li>Student must be a Resident</li> <li>Student must not be 4 years of age on or before September 1 of the school year in which the report is run.</li> </ul>
4 year old Non- Resident	<ul> <li>Student must be a Non-Resident</li> <li>Student must be 4 years old on or before September 1 of the school year in which the report is run.</li> </ul>
Not 4 years Non- Resident	<ul> <li>Student must be a Non-Resident</li> <li>Student must not be 4 years of age on or before September 1 of the school year in which the report is run.</li> </ul>
Total	Sum of all columns (equal to the Reported column)

### **Non-Resident Rows Descriptions**

Name	Description
After non- Resident Reductions	Equals Row 3 minus Row 12
Non-Res 66.30	<ul> <li>Student is a Non-Resident</li> <li>Student has a Census Status of 6: 66.0301</li> </ul>
Non-Res 9 week Waiver	<ul> <li>Student is a Non-Resident</li> <li>Student has a Census Status of 9: 9 Week Waiver</li> </ul>
Non-Res CESA Program	<ul> <li>Student is a Non-Resident</li> <li>Student has a Census Status of C: CESA Program</li> </ul>
Non-Res CCDEB	<ul> <li>Student is a Non-Resident</li> <li>Student has a Census Status of CC: CCDEB</li> </ul>
Non-Res Outside Age Eligibility	<ul> <li>Student is a Non-Resident</li> <li>Student has a Census Status of E: Outside Age Eligibility</li> </ul>



Name	Description
Non-Res Tuition Paid	<ul> <li>Student is a Non-Resident</li> <li>Student has a Census Status of TP: Tuition Paid</li> </ul>
Non-Res Tuition Waiver	<ul> <li>Student is a Non-Resident</li> <li>Student has a Census Status of W: Tuition Waiver - Additional Year</li> </ul>
Non-Res Open Enrollment	<ul> <li>Student is Non-Resident</li> <li>Student has a Census Status of O: Open Enrollment</li> </ul>
Absent (Before and After)	Student must be absent on the count date. Values in this row indicate the student did not meet the reporting logic applied to all report pages.
Summary (Subtotal)	Total of Rows 1 and 2
Non Res Subtotal	Total of Rows 5-11
Present on Count Date	<ul> <li>Student must be scheduled for at least one instructional period on the effective date, and:</li> <li>The student is present in that period on the effective date (a period with no absence).</li> <li>Absences with a Status of "Early Release" or "Tardy" or "Present" are ignored by the logic (not considered absences).</li> <li>Absences must have a Status of "A" on the effective date to count in this calculation.</li> <li>Absences with an Excuse of "Exempt" are ignored by the logic (not considered absences). All other Excuses are accepted.</li> </ul>

# 4 Year Old General Information (Pages 6 and 7)

The 4 Year Old General page reports information for students who have Grade Level Kindergarten Codes associated with 4 year olds. Students must be 4 years old on or before September 1 of the reporting year.



PI-1563 Head Count - Summary - 3rd Friday in Sep Effective Date: 09/20/2013 Report Generated on: 12/11/2014 11:38:23 AM

District: ISD 123 School: 5 Schools Reported Calendar: 5 Calendars Reported

#### 4 Year Old Information Summary of 4 Year Old Kindergarten (437 Hours)

Category	Reported	Receiving Special Ed Resident			No Special Ed Non-Resident	Total
Present on Count Date	0	0	0	0	0	0
Absent (Before & After)	0	0	0	0	0	0
Subtotal:	0	0	0	0	0	0
Non-Res Open Enrollment	0			0	0	0
Non-Res Tuition Waiver - AY	0			0	0	0
Non-Res 66.30	0			þ	0	0
Non-Res CESA Program	0			0	0	0
Non-Res Tuition Paid	0			0	0	0
Non-Res 9 Week Waiver	0			0	0	0
Non-Res Outside Age Eligibility	0			0	0	0
Non-Res Integration Transfer	0			0	0	0

4 Year Old Information, page 6

PI-1563 Head Count - Summary - 3rd Friday in Sep Effective Date: 09/20/2013 Report Generated on: 12/11/2014 11:38:23 AM

District: ISD 123 School: 5 Schools Reported Calendar: 5 Calendars Reported

#### 4 Year Old Information Summary of 4 Year Old Kindergarten (524.5 Hours)

Category	Reported	Receiving Special Ed Resident	No Special Ed Resident		No Special Ed Non-Resident	Total
Present on Count Date	0	0	0	0	0	0
Absent (Before & After)	0	0	0	0	0	0
Subtotal:	0	0	0	0	0	0
Non-Res Open Enrollment	0			0	0	0
Non-Res Tuition Waiver - AY	0			0	0	0
Non-Res 66.30	0			0	0	0
Non-Res CESA Program	0			0	0	0
Non-Res Tuition Paid	0			0	0	0
Non-Res 9 Week Waiver	0			0	0	0
Non-Res Outside Age Eligibility	0			0	0	0
Non-Res Integration Transfer	0			0	0	0
Non-Res CCDEB	0			0	0	0
Subtotal:	0			0	0	0

4 Year Old Information, page 7

### **Column Descriptions**



Na	ime	Description
1	Reported	Reports the total number of students previously noted on page 1 of the report. This always equals the Total column.
2	Receiving Special Ed - Resident	<ul> <li>Student must be a resident.</li> <li>Student must have an active, locked IEP on the effective date of the report.</li> <li>The locked IEP must have a Primary Disability value other than NULL or N: Not Disabled.</li> </ul>
3	No Special Ed - Resident	<ul> <li>Student must be a resident.</li> <li>Student must NOT have an active, locked IEP on the effective date of the report.</li> </ul>
4	Receiving Special Ed - Non-Resident	<ul> <li>Student must be a non-resident.</li> <li>Student must have an active, locked IEP on the effective date of the report.</li> <li>The locked IEP must have a Primary Disability value other than NULL or N: Not Disabled.</li> </ul>
5	No Special Ed - Non- Resident	<ul> <li>Student must be a non-resident.</li> <li>Student must NOT have an active, locked IEP on the effective date of the report.</li> </ul>
6	Total	Sum of the previous four columns, equal to the value reported in the Reported column.

### **Non-Resident Rows Descriptions**

Naı	me	Description
1	Present on Count Date	<ul> <li>Counts a student as being present when the student is scheduled for at least one instructional period on the effective date and:</li> <li>The student is present in that period on the effective date (a period with no absence).</li> <li>Absences with a Status of "Early Release" or "Tardy" or "Present" are ignored by the logic (not considered absences).</li> <li>Absences must have a Status of "A" on the effective date to count in this calculation.</li> <li>Absences with an Excuse of "Exempt" are ignored by the logic (not considered absences). All other Excuses are accepted.</li> </ul>



Nan	ne	Description
2	Absent (Before and After)	Reports students absent on the Count Date.
3	(Summary) Subtotal	Total count of students reported in rows 1 and 2.
4	Non-Res Open Enrollment	Reports students who are a Non-Resident, have a <b>Census Status</b> of <b>O: Open Enrollment</b> and are included in the Present on Count Date total.
5	Non-Res Tuition Waiver - AY	Reports students who are a Non-Resident, have a <b>Census Status</b> of <b>W: Tuition Waiver - Additional Year</b> and are included in the Present on Count Date total.
6	Non-Res 66.30	Reports student who are a Non-Resident, have a <b>Census Status</b> of 6: 66.0301 and are included in the Present on Count Date Total.
7	Non-Res CESA Program	Reports student who are a Non-Resident, have a <b>Census Status</b> of <b>C: CESA Program</b> and are included in the Present on Count Date Total.
8	Non-Res Tuition Paid	Reports student who are a Non-Resident, have a <b>Census Status of TP: Tuition Paid</b> and are included in the Present on Count Date Total.
9	Non-Res 9 Week Waiver	Reports student who are a Non-Resident, have a <b>Census Status</b> of 9: 9 <b>Week Waiver</b> and are included in the Present on Count Date Total.
10	Non-Res Outside Age Eligibility	Reports student who are a Non-Resident, have a <b>Census Status</b> of <b>E: Outside Age Eligibility</b> and are included in the Present on Count Date Total.
11	Non-Res CCDEB	Reports student who are a Non-Resident, have a <b>Census Status</b> of <b>CC: CCDEB</b> and are included in the Present on Count Date Total.
12	(Non-Res) Subtotal)	Total count of students reported in rows 5-11.
13	After Non-Resident Reductions	Total count of students in Rows 12 subtracted from the total count of students in Row 3 (Row 3 - Row 12).

### **Resident Rows Descriptions**



Name		Description
14	Resident Outside Age Eligibility	Reports students who are Residents, have a <b>Census Status of E: Outside Age Eligibility</b> and are included in the Present on Count Date total.
14.5	Resident < Full Time Enrollment	Reports students who are Residents, have a <b>Census Status of F: Less than Full Time Enrollment</b> and are included in the Present on Count Date total.
15	(Resident Outside Age) Subtotal	Sum of the previous two rows.
16	After Resident Reductions	Total count of student in Row 15 subtracted from the total count of students in Row 15 (Row 13 - Row 15)
17	Resident Open Enrollment	Reports students who are Residents, have a <b>Census Status of O: Open Enrollment</b> and are included in the Present on Count Date total.
18	Resident Tuition Waiver - AY	Reports students who are Residents, have a <b>Census Status of W: Tuition Waiver - Additional Year</b> and are included in the Present on Count Date total.
19	Resident 66.30	Reports students who are Residents, have a <b>Census Status of 6: 66.0301</b> and are included in the Present on Count Date total.
20	Resident CESA Programs	Reports students who are Residents, have a <b>Census Status of C: CESA Program</b> and are included in the Present on Count Date total.
21	Resident Tuition	Reports students who are Residents, have a <b>Census Status of TP: Tuition Paid</b> and are included in the Present on Count Date total.
21.5	Resident Integration Transfer	Reports students who are Residents, have a <b>Census Status of TR: Integration Transfer</b> and are included in the Present on Count Date total.
22	Resident Partnership Schools	Reports students who are Residents, have a <b>Census Status of PS: Partnership School</b> and are included in the Present on Count Date total.
23	Resident Residential Treatment	Reports students who are Residents, have a <b>Census Status of RT: Residential Treatment</b> and are included in the Present on Count Date total.
24	(Resident Additions) Subtotal	Sum of Rows 17-23



Name	2	Description
25	Adjusted Head Count Total	Total of ((Row 3 - Row 12 - Row 15) + Row 24)

### Other Adjustments (Page 8a)

The Other Adjustments page reports students who attend school part-time and are eligible for state aid up to a maximum of two periods per day. The Adjusted Head Count matches the Pupil Count for the September/January days on the Reconciliation Report.

Data includes students in grade 4K, 5K, and 1st-12th.

Students must be a resident of the reporting district, must have a Census Status of F: Less than Full Time Enrollment, and must be scheduled into 1 or 2 course periods on the Effective Date.

-1563 Head Count - Summary - fective Date: 09/20/2013 port Generated on: 12/11/2014			с	District: ISD 123 School: 5 Schools Reported alendar: 5 Calendars Reported
	OTHER ADJU			
	Part-Time A	ttendance		
	n those students who attend maximum of two periods pe		listrict under ss.1	118.145(4) and are
	ent pupils enrolled in a priva idards for admission into hig I grades (9-12).			
ss.118.53 allows resident p meet the standards for adn	upils enrolled in a home-ba nission to take up to 2 cours vided the school has space			
Record 1st semester numb	ers in the September Count	t.		
Record 2nd semester num	pers in the January Count.			
4K         0         1st         0           5K         0         2nd         0	3rd 0 5th 4th 0 6th	0 7th 0 8th 0	9th 0	11th 0 12th 0
How many hours of instruction lestion 1? p to a maximum of two classes			for the students	s identified in
4K 0 1st 0 5K 0 2nd 0	3rd 0 5th 4th 0 6th	0 7th 0 0 8th 0	9th 0 10th 0	11th 0 12th 0
How many annual hours of ins Statutory Minimum Hour 4K/5K: 437 Grades 1-6: 1,050		r a full-time studen	t in the followin	g grades?



### **Page 8 Record Population**

A student reports once in a given cell for each calendar period.

Students must be scheduled into classes during the reporting period.

Qı	uestion Number	Logic
1	How many students, that meet the above criteria, does your district have in the following grades?	Reports students who are Residents and have a Census Status of F: Less than Full Time Enrollment, and students who are scheduled into 1 or 2 course periods on the Effective Date.
2	How many hours of instruction during the semester are scheduled in total for the students identified in Question 1 (up to a maximum of two classes per student per semester)?	Reports the sum of the instructional time in hours for all students reported in the previous question for the reported semester.  Non-instructional periods are not included. Only calendar days marked as School Day, Attendance and Instruction are reported.  The Semester Reported is determined by the End Date of the term divided by two (if there is an even number of terms) or the middle date of the middle term (if there is an odd number of terms). The Semester Date is then compared to the Effective Date.  • If the Effective Date is on or before the Semester Date, days between the Start Date of the first Term Schedule and the Semester Date are counted.  • If the Effective Date is after the Semester Date, days between the day after the Semester Date and the end of the last term school are counted.
3	How many annual hours of instruction are scheduled for a full-time student in the following grades?	Reports the maximum sum of instructional hours out of all schedule structures in the selected calendar(s). The statutory minimum hours of instruction are printed on the report, and are as follows:  • 4K/5K - 437  • Grades 1-6 - 1,050  • Grades 7-12 - 1,137

# Part Time Home-Schooled Non-Resident Pupils (page 8b)

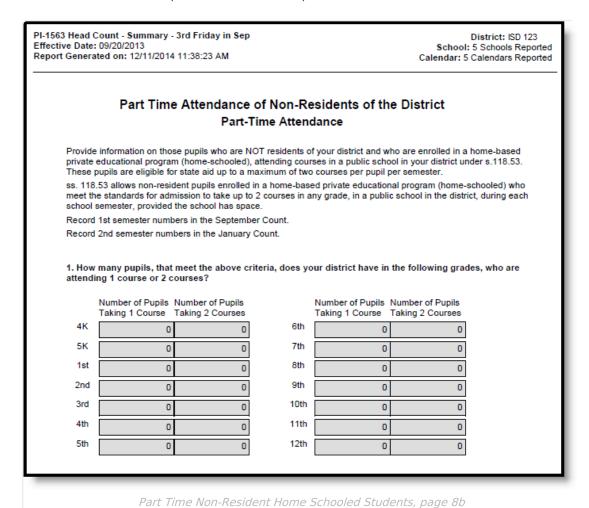
The Part Time Home-Schooled Non-Resident Pupils page provides a total of those students who are



NOT residents of the district and are enrolled in a home-based private educational program.

Students must be non-residents and must have a Census Status of F: Less than Full Time Enrollment.

Students must be scheduled into one or two classes on the report Effective Date. If the student is scheduled for one class period, the value reports in the One Course column; if the student is scheduled for two class periods, the value reports in the Two Course column



### Adjusted Count as of the Count Date (Page 9)

The Adjusted Count page sums data reported on Pages 1-4 and gives a final adjusted total. A student will only report in a given cell once for each calendar reported. See the list of Grade Level Descriptions for reporting logic on the grade levels.

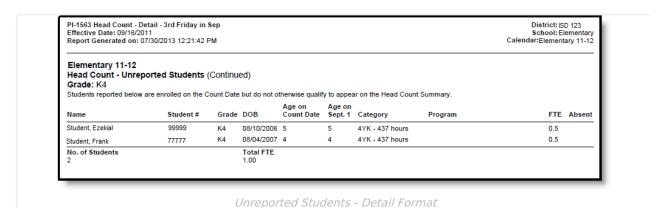


PI-1563 Head Count - Summary - 3rd Fr Effective Date: 09/20/2013 Report Generated on: 12/11/2014 11:38		Þ				District: ISD 123 ichool: 5 Schools Reporte idar: 5 Calendars Reporte
ADJUSTED COUNT AS OF THE COUNT DATE						
,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	Head Count	Non-Res Reductions	Resident Reductions	Resident Additions	Adjusted Head Count	
Preschool-Special Education	0	0	0	0	0	
4YK - 437 hours	1	0	1	0	0	
4YK - 524.5 hours	1	0	1	0	0	
5YK - Half Day	0	0	0	0	0	
5YK - 3 Full Days	0	0	0	0	0	
5YK - 4 Full Days	0	0	0	0	0	
5YK - 5 Full Days	1	0	1	0	0	
5YK - Blended	0	0	0	0	0	
Grades 1 - 12	989	278	12	1	700	
Total	992	278	15	1	700	

Adjusted Count - Summary Format, page 9

### **Unreported Students**

The Unreported Student page reports on the Detail PDF and CSV formats (the last column in the CSV output) when the Include Students who do not report checkbox is marked. This section displays after page 4 and only includes those students who are not reported elsewhere on the report.



### **Detail Format Attendance Audit (CSV) Layout**

Length	Data Element	Description	Type, Format and Length	Campus Database	Campus Interface
--------	-----------------	-------------	-------------------------------	-----------------	---------------------



Data Element	Description	Type, Format and Length	Campus Database	Campus Interface
School Name	Reports the name of the school in which the student is enrolled.	Alphanumeric, 30 characters	School.name	School Information > Name
School Number	Reports the number of the school in which the student is enrolled.	Numeric, 15 digits	School.number	School Information > School Number
Calendar Name	Reports the calendar of enrollment.	Alphanumeric, 20 characters	Calendar.name	Enrollments > Calendar
Last Name	Reports the student's last name.	Alphanumeric, 50 characters	Identity.lastName	Demographics > Last Name
First Name	Reports the student's first name.	Alphanumeric, 50 characters	Identity.firstName	Demographics > First Name
Student Number	Reports the student' State ID. If there is no state ID, the local student number reports.	Numeric, 9 digits	Person.stateID Person.studentNumber	Demographics > Student State ID  Demographics > Local Student Number
Grade	Reports the student's grade level of enrollment.	Alphanumeric, 2 characters	Enrollment.grade	Enrollments > Grade Level
Date of Birth	Reports the students date of birth.	Date Field, 10 characters MM/DD/YYYY	Identity.birthDate	Demographics > Birth Date
Enrollment Type	Reports the student's Enrollment Service Type (P: Primary, S: Partial or N: Special Education). This displays on the CSV format.		Enrollment.type	Enrollments > Service Type



Data Element	Description	Type, Format and Length	Campus Database	Campus Interface
Date Present Closest to Count Date - Before	Reports the latest date before the Count Date in which the student was in attendance in the selected calendar.  The student must be scheduled for at least one instructional period on the date in question and the student must be present in that period on the effective date (a period with no absence).  • Absences with a status of Early Release, Tardy or Present are ignored as they are not considered absences.  • Absences with an Excuse of Exempt are ignored as they are not considered absences.  • Absences must have a Status of A on the effective date.  If the student was not present any days prior to the count date, a value of None reports.	Date field, 10 characters  MM/DD/YYYY	Calculated value, data not stored	Attendance Codes > Status and Excuse Options Attendance



Data Element	Description	Type, Format and Length	Campus Database	Campus Interface
Date Present Closet to Count Date - After	Reports the first date the student was in attendance in the selected calendar after the Count Date.  The student must be scheduled for at least one instructional period on the date in question and the student must be present in that period on the effective date (a period with no absence).  • Absences with a status of Early Release, Tardy or Present are ignored as they are not considered absences.  • Absences with an Excuse of Exempt are ignored as they are not considered absences.  • Absences must have a Status of A on the effective date.  If the student was not present any days after the count date, a value of None reports.	Date field, 10 characters MM/DD/YYYY	Calculated value, data not stored	Attendance Codes > Status and Excuse Options Attendance
Choice Program Participant	Reports if student is a choice student.	Alpha, 3 characters		Ed-Fi > Configuration > Connection



indicator	Description (System	_		Detail
Data	Administration >	Type,	Campus Database	Campus
Element	Ed-Fi > Ed-Fi	Format and		Interface
	Configuration >	Length		
	Connection			
	Detail) is Choice			
	Only or Choice +			
	Private Opt In,			
	thenreport Yes.			
	2. If Profile (System			
	Administration >			
	Ed-Fi > Ed-Fi			
	Configuration >			
	Connection			
	Detail) is Public,			
	report based on			
	the following:			
	• If Choice			
	Student is Y			
	in Student			
	Information			
	> General			
	>			
	Enrollments			
	> State			
	Reporting			
	Fields for			
	the			
	student,			
	then report			
	Yes.			
	<ul> <li>If Choice</li> </ul>			
	Student is			
	N in			
	Student			
	Information			
	> General			
	>			
	Enrollments			
	> State			
	Reporting			
	Fields for			
	the			
	student,			
	then report			
	No.			

