

Class Size Penalties Report (California)

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[Maximum Class Sizes](#) | [Report Logic](#) | [Report Editor](#) | [Generate the Class Size Penalties Report](#) | [TK-3 Report Layout](#) | [4-8 Report Layout](#)

Tool Search: Class Size Penalties

The Class Size Penalties Report is used to determine whether a district meets or exceeds the maximum class sizes as determined by California Ed Code (section 41376 and 41378). This information is reported at the Second Principal Apportionment and includes enrollment information through the last full school month ending on or before April 15. Data reports in the Principal Apportionment Software (PAS), and class size averages are calculated using the enrollment count on the last instructional day of each School Month.

Class Size Penalties Report

Reporting > CA State Reporting > Class Size Penalties Report

Class Size Penalties

Class Size Penalty data is reported at the Second Principal Apportionment and includes enrollment information through the last full school month ending on or before April 15 (the P2 reporting period).

This report will include any Regular Day courses in the selected calendar. Regular Day courses are: For the TK-3 version, those with a State Code of 1000 and with Instructional Strategy not 300: Home and Hospital or 700: Special Education. For the 4-8 version, data will report for all courses with State Code not blank, 6012, or 6017, and an Instructional Strategy not 300: Home and Hospital or 700: Special Education.

TK-3
For each School Month in the P2, the total number of students enrolled on the last Instructional Day of the P2 reporting period will report. The Average Class Enrollment Size is calculated by summing the enrollment count for each School Month and dividing by the number of months in the P2. All students are included in the enrollment count.

Data is grouped for reporting by Grade (TK, KN, 1-3, or 4-5) and by Average Class Enrollment Size. The Average Class Enrollment Size and the number of classes of each Size are entered in the Principal Apportionment Software. Note that the report will show 4-5th grade classes for informational purposes.

4-8
The Active Enrollment Count and the Number of Classroom teachers as of the last instructional day of the sixth School Month will report for each class. The sum of Active Enrollment Counts and Classroom teachers are entered in the Principal Apportionment Software. Enter a Period Name to restrict the report to data from one Period.

Extract Options

Report Type: ☒ TK-3 ☐ 4-8

Format:

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

24-25
24-25 High School
24-25 Middle School

Class Size Penalties Report

Read - Access and generate the Class Size Penalties Report.

Write - N/A

Add - N/A

Delete - N/A

For more information about Tool Rights and how they function, see the [Tool Rights](#) article.

Maximum Class Sizes

- Transitional Kindergarten and Kindergarten - Average size not to exceed 31 students; no class larger than 33 students
- Grades 1 through 3 - Average class size not to exceed 30 students; no class larger than 32 students
- Grades 4 through 8 - Average number of students per teacher not to exceed the greater of 29.9 or the district's average number of students per teacher in 1964.

Report Logic

For each school month included in the P2, calculations are based on the last instructional day of that [School Month](#).

There are multiple versions of this report. For each version, different reporting logic exists.

TK-3 Regular Version

- A course must be a Regular Day course where the State Code is 1000 and the Instructional Strategy assigned on the Course Section is not 300 or 700. This includes Special Education students in Regular Day Courses.
- A course must contain students in at least one of the grade levels TK-5. All students in these courses are included in the enrollment count, including State Exclude students.
- The Enrollment Count is taken on the last instructional day of each School Month in the P2. This is a count of students enrolled, not students present.
- The Average Class Enrollment Size is the sum of all enrollment counts in the P2, divided by the number of school months in the P2 and rounded to the nearest whole number.
- Counts are grouped by Grade (TK first) and by Average Class Enrollment Size (lowest to highest) in the following order:
 - TK
 - KN
 - Grades 1-3
 - Grades 4-5 (for classes with students in grades 4-5 only) - any class combining students in KN or in any grade 4-8 with one or more of grades 1-3 is considered a 1-3 class.

TK-3 Fractional Version

- Any course section as described above that does not have at least one student enrolled on the last day of each School Month in the P2 reporting period reports in this section.
- The Average Class Enrollment Size is the sum of all Enrollment Counts in the P2, divided by the number of School Months with an enrollment count that is not zero or N/A and rounded to the nearest whole number. For example, when the P2 is School Months 1-6 and a section has no students enrolled on the last day of the first school month, the divisor for this calculation is 5.
- Counts are grouped by Grade (TK first) and by Average Class Enrollment Size (lowest to highest) and by fraction in the following order:
 - TK
 - KN

- Grades 1-3
- Grades 4-5 (for classes with students in grades 4-5 only) - any class combining students in KN or in any grade 4-8 with one or more of grades 1-3 is considered a 1-3 class.

4-8 Reporting Logic

- A course must be a Regular Day course where the State Code is not null, 6012 or 6017 and the Instructional Strategy assigned on the Course Section is not 300 or 700. This includes Special Education students in Regular Day Courses.
- A course must contain students only in grades 4-8. When there are students in grades K-3 as well as 4-8, the course does not report in this section.
- Course sections report with students on the roster on the last instructional day of School Month 6 and reports the enrollment count of the last day of Month 6 and the count of Primary Teachers for each class.
- Counts are grouped by Calendar Name then by Course Section.
- The number of teachers assumes an active Primary Teacher. When there are additional Teachers who are active on the last day of the Sixth School Month and when the Multiple Teachers indicator on the Section is not null, those teachers are also counted. When there is no Primary Teacher (with Multiple Teachers not null) on the last day of the Sixth School Month, a value of 0 reports.
- The sum of all active enrollment counts and the sum of the number of teachers is reported.

Report Editor

The following fields are available on the report.

Field	Description
Report Type	Select the desired radio button to choose either the TK-3 or the 4-8 report option.
Format	Determines how the report generates. Options are CSV and HTML.
Period	<p>When the Report Type selected is 4-8, indicates the name of the period used to report the active enrollment counts and classroom teachers for just that period. Enter the Name of the report as displayed in the Period Info Name field on the Period Setup tool.</p> <p>When left blank, the active enrollment counts and classroom teachers are summed for ALL periods in the calendar.</p>
Exclude Cross-Site Data	When marked, students enrolled in Cross-Site Enrollment courses are not included in the report.
Calendar Selection	Select the calendar(s) of enrollment from which to pull student data. Calendars can be chosen by the active year, by the school name or by the year.

Field	Description
Report Generation Options	Choose the Generate Extract option to display the results of the chosen items immediately. Choose the Submit to Batch option to generate the report at a specified time. This option is helpful when generating large amounts of data.

Generate the Class Size Penalties Report

1. Select the desired **Report Type**.
2. Select the desired **Format** of the report from the dropdown list.
3. If generating the 4-8 Report Option, enter a **Period** name if desired.
4. Mark the **Exclude Cross-Site Data** checkbox to remove students enrolled in Cross-Site courses from the report.
5. Select which **Calendars** to include in the report.
6. Click the **Generate Extract** button. Or generate the extract at a specified time using the **Submit to Batch** button. The file appears in a new window in the selected format.

Class Size Penalties Report - Grades TK-3 Records:18

CalendarName	CourseName	CourseSection	Teacher	Grades	Month1	Month2	Month3	Month4	Month5	Month6	Month7	Month8	Month9	Month10	AverageClassEnrollmentSizeUnrounded	AverageClassEnrollmentSize	NumberOfClassesPerSize
23-24 Aldrich Elementary	Kindergarten	0000-2	Staff, Abigail	TK	21	20	20	20	20	20	20	20	20	N/A	20.11	20	1
23-24 Aldrich Elementary	Kindergarten	0000-1	Staff, Ben	KN TK	21	22	22	22	22	22	22	22	22	N/A	21.89	22	1
23-24 Aldrich Elementary	Kindergarten	0000-3	Staff, Camryn	KN TK	21	22	22	22	22	22	22	22	22	N/A	21.89	22	2
23-24 Aldrich Elementary	Kindergarten	0000-4	Staff, Daniel	KN	20	19	18	18	18	18	18	18	18	N/A	18.33	18	1
23-24 Aldrich Elementary	Third	0030-1	Staff, Ella	03	24	23	23	23	23	23	23	23	23	N/A	23.11	23	1
23-24 Aldrich Elementary	Third	0030-3	Staff, Franklin	03	24	24	24	23	23	23	23	23	23	N/A	23.33	23	2

Class Size Penalties Report, TK-3 Type - HTML Format

	A	B	C	D	E	F	G
1	CalendarName	courseNa	CourseSe	Teacher	Grades	ActiveEnrollmentCount	NumberOfTeachers
2	23-24 Aldrich Elementary	Fourth	0040-1	Staff, Ginger	4	27	1
3	23-24 Aldrich Elementary	Fourth	0040-2	Staff, Henry	4	25	1
4	23-24 Aldrich Elementary	Fourth-Fif	0041-1	Staff, Imogen	04 05	25	1
5	23-24 Aldrich Elementary	Fifth	0050-1	Staff, James	5	24	1
6	23-24 Aldrich Elementary	Fifth	0050-2	Staff, Kari	5	27	1
7							
8							
9							

Class Size Penalties Report, 4-8 Type - CSV Format

TK-3 Report Layout

Data Element	Description	Location
Calendar Name	Name of the calendar from which the courses are pulled. <i>Alphanumeric, 30 characters</i>	Calendar Information > Name Calendar.name

Data Element	Description	Location
Course Name	Reports the name of the course that meets the reporting criteria. <i>Alphanumeric, 30 characters</i>	Course Information > Name Course.name
Course Section	Course number and section number of the reported course sections containing applicable report data. <i>Alphanumeric, 10 characters</i>	Course Information > Number Course.number Scheduling > Courses > Course > Section > Section Number Section.number
Teacher	Reports the name of the Primary Teacher as of the last instructional day of the P2 period. This field reports blank when: <ul style="list-style-type: none"> There is no Primary Teacher on the last instructional day of the P2 period. The Primary Teacher has a Staff Section History Start Date after the last instructional day in the P2 reporting period. <i>Alphanumeric, 30 characters</i>	Section Staff History > Primary Teacher StaffHistory.primaryTeacher
Grade(s)	State Grade level or grade levels of students enrolled in the course section. <i>Alphanumeric, 2 characters</i>	Grade Level Setup > Grade Code Calendar.gradeLevels Enrollments > General Enrollment Information > Grade Enrollment.grade

Data Element	Description	Location
Month 1	<p>Number of students on the course section roster on the last instructional day of the first School Month in the P2.</p> <p>When there are no students on the last instructional day, a value of zero (0) reports.</p> <p><i>Numeric, 2 digits</i></p>	<p>Calculated, value not stored</p>
Month 2	<p>Number of students on the course section roster on the last instructional day of the second School Month in the P2.</p> <p>When there are no students on the last instructional day, a value of zero (0) reports.</p> <p><i>Numeric, 2 digits</i></p>	<p>Calculated, value not stored</p>
Month 3	<p>Number of students on the course section roster on the last instructional day of the third School Month in the P2.</p> <p>When there are no students on the last instructional day, a value of zero (0) reports.</p> <p><i>Numeric, 2 digits</i></p>	<p>Calculated, value not stored</p>
Month 4	<p>Number of students on the course section roster on the last instructional day of the fourth School Month in the P2.</p> <p>When there are no students on the last instructional day, a value of zero (0) reports.</p> <p><i>Numeric, 2 digits</i></p>	<p>Calculated, value not stored</p>

Data Element	Description	Location
Month 5	<p>Number of students on the course section roster on the last instructional day of the fifth School Month in the P2.</p> <p>When there are no students on the last instructional day, a value of zero (0) reports.</p> <p><i>Numeric, 2 digits</i></p>	Calculated, value not stored
Month 6	<p>Number of students on the course section roster on the last instructional day of the sixth School Month in the P2.</p> <p>When there are no students on the last instructional day, a value of zero (0) reports.</p> <p><i>Numeric, 2 digits</i></p>	Calculated, value not stored
Month 7	<p>Number of students on the course section roster on the last instructional day of the seventh School Month in the P2.</p> <p>When there are no students on the last instructional day, a value of zero (0) reports.</p> <p>When the P2 does not contain seven school months, a value of N/A reports.</p> <p><i>Numeric, 2 digits</i></p>	Calculated, value not stored

Data Element	Description	Location
Month 8	<p>Number of students on the course section roster on the last instructional day of the eighth School Month in the P2.</p> <p>When there are no students on the last instructional day, a value of zero (0) reports.</p> <p>When the P2 does not contain eight school months, a value of N/A reports.</p> <p><i>Numeric, 2 digits</i></p>	Calculated, value not stored
Month 9	<p>Number of students on the course section roster on the last instructional day of the ninth School Month in the P2.</p> <p>When there are no students on the last instructional day, a value of zero (0) reports.</p> <p>When the P2 does not contain nine school months, a value of N/A reports.</p> <p><i>Numeric, 2 digits</i></p>	Calculated, value not stored
Month 10	<p>Number of students on the course section roster on the last instructional day of the tenth School Month in the P2.</p> <p>When there are no students on the last instructional day, a value of zero (0) reports.</p> <p>When the P2 does not contain ten school months, a value of N/A reports.</p> <p><i>Numeric, 2 digits</i></p>	Calculated, value not stored

Data Element	Description	Location
Average Class Enrollment Unrounded	<p>The sum of numbers in the preceding month fields, divided by the number of full school months in the P2, reports to two decimal places.</p> <p>For Fractional Classes, the preceding month fields are divided by the number of school months that report an enrollment count.</p> <p><i>Numeric, 2 digits</i></p>	Calculated, value not stored.
Average Class Enrollment Size	<p>The sum of numbers in the preceding month fields, divided by the number of full school months in the P2, rounded to the nearest whole number.</p> <p>For Fractional Classes, the total sum of numbers in the preceding month fields is divided by the number of school months that report an enrollment count.</p> <p><i>Numeric, 2 digits</i></p>	Calculated, value not stored
Number of Classes of this Size	<p>The number of course sections in each grade level/average class enrollment size group.</p> <p><i>Numeric, 3 digits</i></p>	Calculated, value not stored
Fraction of the P2 in Session	<p>Reports the number of school months in the P2 with students enrolled, divided by the total number of months in the P2. Reports to two decimal places.</p> <p><i>Numeric, 2 digits</i></p>	Calculated, value not stored

4-8 Report Layout

Data Element	Description	Location
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Data Element	Description	Location
Calendar Name	Name of the calendar from which the courses are pulled. <i>Alphanumeric, 30 characters</i>	Calendar Information > Name Calendar.name
Course Name	Reports the name of the course that meets the reporting criteria. <i>Alphanumeric, 30 characters</i>	Course Information > Name Course.name
Course Section	Course number and section number of the reported course sections containing applicable report data. <i>Alphanumeric, 10 characters</i>	Course Information > Number Course.number <hr/> Section Information > Section Number Section.number
Teacher	Name of the Primary Teacher as of the last instructional day of School Month 6. This field reports blank when: <ul style="list-style-type: none"> There is no Primary Teacher on the last instructional day of School Month 6. The Primary Teacher has a Staff Section History Start Date after the last instructional day in School Month 6. <i>Alphanumeric, 30 characters</i>	Section Staff History > Primary Teacher StaffHistory.primaryTeacher
Grade(s)	State Grade level or grade levels of students enrolled in the course section. <i>Alphanumeric, 2 characters</i>	Grade Level Setup > Grade Code Calendar.gradeLevels <hr/> Enrollments > General Enrollment Information > Grade Enrollment.grade

Data Element	Description	Location
Active Enrollment Count	<p>Count of students on the last instructional day of the sixth school month.</p> <p><i>Numeric, 3 digits</i></p>	Calculated, value not stored
Number of Teachers	<p>Reports 1 unless there is an active teacher in addition to the primary teacher on the last instructional day of the sixth school month AND there is a value in the Multiple Teacher field on the section. Then the field reports 1 plus the number of active teachers.</p> <p><i>Numeric, 2 digits</i></p>	Calculated, value not stored