B-O-Y Enrollment Report (New Hampshire)

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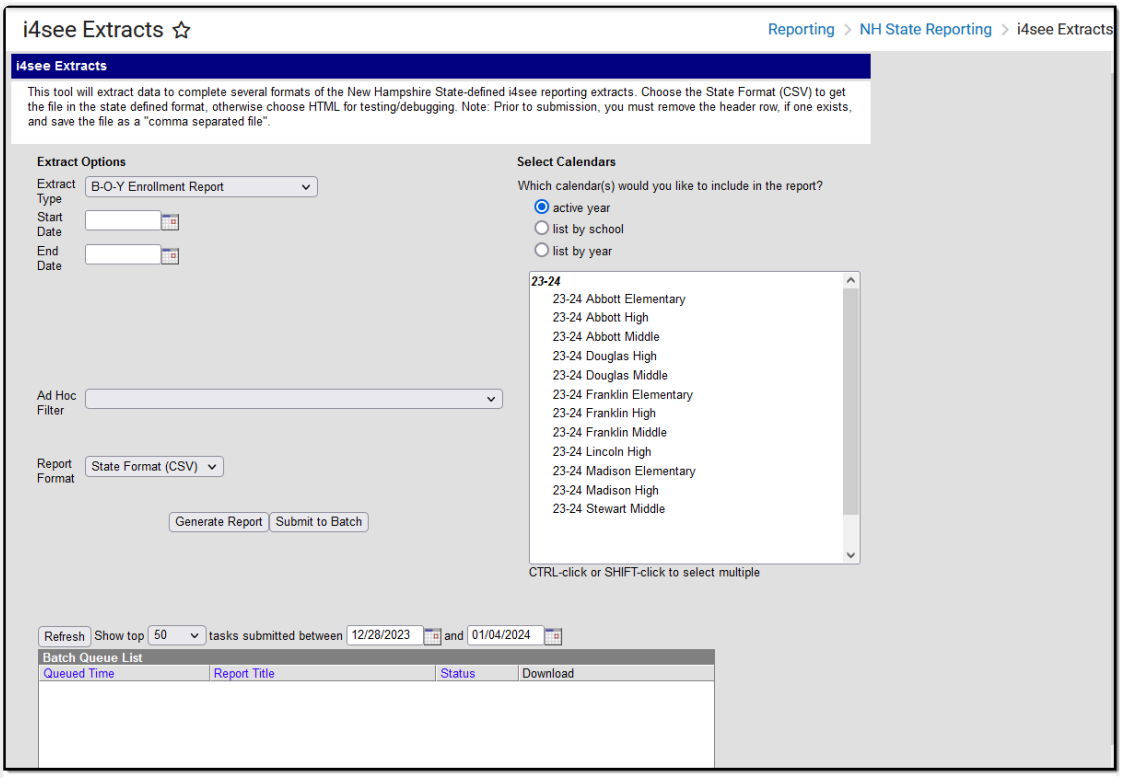
The **i4see Extracts** tool is no longer supported or updated by Infinite Campus. However, it is available in the Infinite Campus system for the time being, allowing schools to continue using reports as needed.

The **Initiative for New Hampshire's Data Exchange (iNHDEX)** is the statewide student information system implemented across all public schools and districts in New Hampshire. For more information about the available extract types, refer to the iNHDEX documentation.

Tool Search: i4see Extracts

The Beginning of Year (BOY) Enrollment Report is used to identity enrollment counts, track dropout students, and identify participation rates for NECAP. Each district must provide data for each student enrolled in the schools or who live in towns served by the district.

This report includes students who are currently enrolled at the time of submission and students who were enrolled in the school at any point since the beginning of the school year.



B-O-Y Enrollment Report Editor

Report Logic

The following students are included in the BOY Enrollment Report:

- All students who have a State ID.
- All students who are currently enrolled at the time of the submission.
- All students whose Enrollment Start Date is greater than or equal to the Start Date entered on the report editor.
- All students who were enrolled in the school at any point since the beginning of the school year.
- All students who have multiple enrollment records with different reportable information. Meaning, all enrollment records are reported.

If a student started in the school, withdrew and then returned, two (or more) records are included for that student. Each record corresponds to a given entry date and exit date.

Students who have an enrollment record between the entered start and end date will be included in the report, if the enrollments meet the reporting logic.

Start and End Dates

- If a Start Date is entered on the Extract Editor, an End Date must also be entered. A warning message displays indicating the need for the End Date.
- If an End Date is entered on the Extract Editor, a Start Date must also be entered. A warning message displays indicating the need for the Start Date.
- If a Start Date or End Date is not entered, the extract will generate for the entire school year for the selected calendar(s).
- If the Enrollment Start Date is on or after the Start Date entered on the report editor, the count is based on the enrollment start date.

Half Days in Attendance

Half Days in Attendance (field 16) reports the number of half days a student was in attendance during the selected school year. Only days where the student was in attendance for at least half of the school day are counted. If an exit date exists for this record, the half days in attendance include only half days between the entry and exit dates.

- In-school suspensions are considered days in attendance.
- Out-of-school suspensions are considered absences.
- Expulsions are not included as they fall after the Exit Date and before a re-Entry date.

Only instructional days in the selected calendar are counted, and only those days that are on or between the dates entered in the Start and End Date fields on the report editor.

- If a student's enrollment start date is after the report editor start date, the count is based on the student's enrollment start date.
- If the student has an enrollment exit date that is before the report editor end date, the count is based on the student's enrollment exit date.

- If the Percent Enrolled (FullDayPct) field is not null, it must be multiplied by the Half Days in Attendance total.
- If the student exited, only the days in attendance during the enrollment start and date are counted.

Any student with an enrollment start date and enrollment end date equal to the first day of school AND an enrollment status of 7, a value of 0 reports.

Percent Enrolled

When the Percent Enrolled field has a value and the Enrollment End Date has a value:

- All days are counted for that calendar that are instructional and where the day is after or the same day as the start date of the enrollment and before or the same day as the end date of the enrollment. Multiply by two.
- Subtract from that the sum of all absent half days.
- Multiply that by the Percent Enrolled divided by 100.

When the Percent Enrolled field has a value and the Enrollment End does not have a value:

- All days are counted for that calendar that are instructional and where the day is after or the same day as the start date of the enrollment. Multiply by two.
- Subtract from that the sum of all absent half days.
- Multiply that by the Percent Enrolled divided by 100.

When the Percent Enrolled field does not have a value and the Enrollment End Date does have a value:

- All days are counted for that calendar that are instructional and where the day is after or the same day as the start date of the enrollment and before or the same day as the end date of the enrollment. Multiply by two.
- Subtract from that the sum of all absent half days.

When the Percent Enrolled field does not have a value and the Enrollment End Date does not have a value:

- All days are counted for that calendar that are instructional and where the day is after or the same day as the start date of the enrollment. Multiply by two.
- Subtract from that the sum of all absent half days.

Half Days in Absence

Half Days in Absence (field 17) reports the number of half days the student was absent during the given school year. Only days where the student was absent at least half of the school day report. If an exit date exists for this record, the half days absent includes only half days between the entry and exit dates.

- In-school suspensions are considered days in attendance.
- Out-of-school suspensions are considered absences.
- Expulsions are not included as they fall after the Exit Date and before a re-Entry date.

Only instructional days in the selected calendar are counted, and only those days that are on or between the dates entered in the Start and End Date fields on the report editor.

- If a student's enrollment start date is after the report editor start date, the count is based on the student's enrollment start date.
- If the student has an enrollment exit date that is before the report editor end date, the count is based on the student's enrollment exit date.

Any student with an enrollment start date and enrollment end date equal to the first day of school AND an enrollment status of 7, a value of 0 reports.

Percent Enrolled

If the Percent Enrolled (FullDayPCt) is not null, it is multiplied by the Half Days Absent total.

For every person/day with attendance/calendar/enrollment:

- When the difference between the period start time and the period end time minus the period lunch time minus the attendance present minutes is greater than or equal to the Half Day Absence value on entered on the Calendar or 180, the difference is greater than or equal to the whole day absence value or 240, the Absent Half Days value is 2.
- Otherwise, the absent half day value is 1.

Report Editor Options

Data Element	Description
Extract Type	Indicates the type of extract selected. Different options may appear depending on the selection.
Start Date	Beginning date of the student enrollment records. Dates are entered in *mmddyy* format or can be selected by using the calendar icon.
End Date	End date of the student enrollment records. Dates are entered in mmddyy format or can be selected by using the calendar icon.
Ad hoc Filter	Selection of previously made filter that contains specific students to include in the label request.
Report Format	Determines how the request is generated - in the State Format (CSV) or HTML. Use the HTML format when reviewing data. Use the State Format when submitting the list to the state.
Select Calendars	At least one calendar must be selected in order for the extract to generate. Students in the chosen calendars are included in the extract. Calendars can be selected by the active year, the school or the year.

Generate the B-O-Y Enrollment Report

1. Select the **BOY Enrollment Report** options from the **Extract Type** dropdown list.
2. Enter the **Start Date** and **End Date** of the enrollment records to include.
3. Select an **Ad hoc filter** from the dropdown list to reduce the amount of students included in the extract.
4. Select the **Report Format**.
5. Select the **Calendars** from which to pull students in the report.
6. Click the **Generate Extract** button. The report will display in the selected format.

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	123456789	9/25/1992	5	1	54	461	22700	461	461	12		7/1/2011	E1
2	234567890	8/26/1991	5	1	54	461	22700	461	461	12		7/1/2011	E1
3	345678901	8/31/1992	5	8	54	461	22700	461	461	11		7/1/2011	E1
4	456789012	5/30/1992	5	1	54	461	22700	461	461	11		7/1/2011	E1
5	567890123	9/24/1991	5	1	54	461	22700	461	461	12		7/1/2011	E1
6	678901234	8/27/1992	3	8	54	461	22700	461	461	12		7/1/2011	E1
7	789012345	6/3/1992	5	1	54	461	22700	461	461	12		7/1/2011	E1
8	890123456	5/8/1992	5	1	54	461	22700	461	461	11		7/1/2011	E1
9	901234567	9/16/1992	5	1	54	461	22700	461	461	12		7/1/2011	E1
10	987654321	11/29/1991	5	1	54	461	22700	461	461	12		7/1/2011	E1
11	876543210	10/21/1991	5	1	54	461	22700	461	461	12		7/1/2011	E1
12	765432109	10/15/1992	5	1	54	461	22700	461	461	12		7/1/2011	E1
13	654321098	5/26/1993	5	1	54	461	22700	461	461	12		7/1/2011	E1
14	543210987	2/1/1993	5	8	54	461	22700	461	461	12		7/1/2011	E1
15	432109876	1/1/1993	5	12	54	461	22700	461	461	10		7/1/2011	E1
16	321098765	4/16/1993	5	1	54	461	22700	461	461	12		7/1/2011	E1
17	210987654	6/23/1993	5	8	54	461	22700	461	461	12		7/1/2011	E1
18	109876543	10/29/1992	5	1	54	461	22700	461	461	12		7/1/2011	E1
19													
20													
21													
22													
23													
24													

B-O-Y Enrollment Report - State Format (CSV)

B-O-Y Enrollment Report Records:100

SASID	DateOfBirth	Race	EnrollmentStatus	SauNbr	DistNbr	SchoolNbr	TownResponsible	DistrictResponsible	Grade	FullDayPct	EntryDate	En
123456789	09/25/1992	05	1	54	461	22700	461	461	12		07/01/2011	E1
234567890	08/26/1991	05	1	54	461	22700	461	461	12		07/01/2011	E1
345678901	08/31/1992	05	8	54	461	22700	461	461	11		07/01/2011	E1
456789012	05/30/1992	05	1	54	461	22700	461	461	11		07/01/2011	E1
567890123	09/24/1991	05	1	54	461	22700	461	461	12		07/01/2011	E1
678901234	08/27/1992	03	8	54	461	22700	461	461	12		07/01/2011	E1
789012345	06/03/1992	05	1	54	461	22700	461	461	12		07/01/2011	E1
890123456	05/08/1992	05	1	54	461	22700	461	461	11		07/01/2011	E1
901234567	09/16/1992	05	1	54	461	22700	461	461	12		07/01/2011	E1
987654321	11/29/1991	05	1	54	461	22700	461	461	12		07/01/2011	E1
876543210	10/21/1991	05	1	54	461	22700	461	461	12		07/01/2011	E1
765432109	10/15/1992	05	1	54	461	22700	461	461	12		07/01/2011	E1
654321098	05/26/1993	05	1	54	461	22700	461	461	12		07/01/2011	E1
543210987	02/01/1993	05	8	54	461	22700	461	461	12		07/01/2011	E1
432109876	01/01/1993	05	12	54	461	22700	461	461	10		07/01/2011	E1
321098765	04/16/1993	05	1	54	461	22700	461	461	12		07/01/2011	E1
210987654	06/23/1993	05	8	54	461	22700	461	461	12		07/01/2011	E1
	10/29/1992	05	1	54	461	22700	461	461	12		07/01/2011	E1

B-O-Y Enrollment Report - HTML Format

Extract Layout

Data Element	Description	Location
SASID	State-assigned student identification number. *Numeric, 10 digits*	Census > People > Demographics > Person Identifiers > State ID Person.stateID
Date of Birth	Student's date of birth. *Date field, 10 characters (MM/DD/YYYY)*	Census > People > Demographics > Person Information > Birth Date Identity.birthdate
Race	Indicates the student's federally-designated race/ethnicity. *Numeric, 2 digits*	Census > People > Demographics > Person Information > Race/Ethnicity Identity.hispanicEthnicity Identity.raceEthnicityFed
Enrollment Status	Reports the student's assigned enrollment status. *Numeric, 1 digit*	Student Information > General > Enrollments > General Enrollment Information > Enrollment Status Enrollment.status
SAU Number	School Administrative Unit Number. *Numeric, 3 digits*	School & District Settings > District > District Information > SAU Number School.SAUnumber
District Number	State-assigned district number. *Numeric, 3 digits*	School & District Settings > District > District Information > State District Number District.number
School Number	District-assigned School number. *Numeric, 5 digits*	School & District Settings > Schools > School Information > State School Number School.number
Town Responsible	Numeric code assigned to the town that is responsible for the education of the child. This determines state education aid. *Numeric, 5 digits*	Student Information > General > Enrollments > State Reporting Fields > Fiscal Town EnrollmentNH.fiscalTown

Data Element	Description	Location
District Responsible	Numeric code assigned to the district that is responsible for the education of the child. This determines state education aid. *Numeric, 3 digits*	Student Information > General > Enrollments > State Reporting Fields > Fiscal District EnrollmentNH.fiscalDistrict
Grade	Student's grade level of enrollment. *Numeric, 2 digits*	Student Information > General > Enrollments > General Information > Grade Enrollment.grade
Full Day Participation	Reports the student's Percent Enrollment value in whole numbers only (e.g., 30.5 reports as 30). *Numeric, 3 digits*	Student Information > General > Enrollments > State Reporting Fields > Percent Enrollment Enrollment.percentEnrolled
Entry Date	Student's start date of enrollment for the selected calendar year. *Date field, 10 characters (MM/DD/YYYY)*	Student Information > General > Enrollments > General Information > Start Date Enrollment.startDate
Entry Code	Start status of enrollment. *Alphanumeric, 2 characters*	Student Information > General > Enrollments > General Information > Start Status Enrollment.startStatus
Exit Date	Student's end date of enrollment for the selected calendar year. *Date field, 10 characters (MM/DD/YYYY)*	Student Information > General > Enrollments > General Information > End Date Enrollment.endDate
Exit Code	End status of enrollment. *Alphanumeric, 2 characters*	Student Information > General > Enrollments > General Information > End Status Enrollment.endStatus

Data Element	Description	Location
Half Days in Attendance	Reports the number of half days the student was in attendance during the school year for which the report is being generated. See the Report Logic section for more information on how this field calculates. *Numeric, 3 digits*	System Administration > Calendar > Calendar > Grade Levels > Grade Level Detail > Maximum Membership Days GradeLevel.maxMembershipDays
Half Days Absent	Reports the number of half days the student was absent during the school year for which the report is being generated. See the Report Logic section for more information on how this field calculates. *Numeric, 3 digits*	Calculated, value not stored
Promote Indicator	Indicates that the student was promoted to the next sequential grade level. If the End Status is W11 - Early Graduation/Completion, the value reports 3. If not 3, no value is reported. *Numeric, 1 character*	Student Information > General > Enrollments > General Enrollment Information > End Action Enrollment.endAction
Diploma Type	Type of diploma the student received. This field must be populated for all students who have a Promoted Indicator of 3 (school completed). If the student's Promoted Indicator value is 3, the Graduation Type is reported. If not 3, no value is reported. *Numeric, 1 character*	Student Information > General > Graduation > Diploma Type Graduation.diplomaType

Data Element	Description	Location
Post Grad Plans	Indication of the student's plans after high school graduation. This field must be populated for all students who have a Promoted Indicator of 3 (school completed). Numeric, 1 character	Student Information > General > Graduation > Post Grad Plans Graduation.postGradplans
Full Days Suspended IS	This field is not reported.	N/A
Full Days Suspended OS	This field is not reported.	N/A
Residential Home	Indicates if any time during the prior year the student lived in a group home. If the student lived in multiple homes, the most current home reports. *Numeric, 2 digits*	Student Information > General > Enrollments > State Reporting Fields > Residential Home EnrollmentNH.residentialHome
Homeless Code	Indicates the student meets the federal definition of being homeless. *Numeric, 1 character*	Student Information > General > Enrollments > State Reporting Fields > Homeless Enrollment.homeless
Original Graduation Year	Represents the original year the student is expected to graduate (four years after the student is promoted from 8th grade to 9th grade. *Numeric, 4 characters (YYYY)*	Student Information > General > Graduation > Graduation Year Graduation.gradYear

Data Element	Description	Location
Parent Military Code	Reports the student's parent/guardian military status. • 1 - Military Status does not apply for this student (default value) • 2 - Active Duty in Armed Forces • 3 - Full Time National Guard • 4 - Active Duty AND Full Time National Guard • 5 - Armed Services Reserves A value of 1 reports when the student has parents/guardians who do not have a military status. A value of 2 reports when the student has parents/guardians who have an active duty status (Active Duty Deployed or Active Duty Not Deployed) in any branch of the military (does not National Guard). A value of 3 reports when the student has parents/guardians who have an active duty status (Active Duty Deployed or Active Duty Not Deployed) in the National Guard or Air National Guard. A value of 4 reports when the student has parents/guardians who have both an active duty status (Active Duty Deployed or Active Duty Not Deployed) in any branch of the military AND in the National Guard or Air National Guard. A value of 5 reports when the student has parents/guardians who have an active duty status (Active Duty Deployed or Active Duty Not Deployed) in the Armed Services Reserves (Air Force Reserve, Army Reserve, Coast Guard Reserve, Marine Corps Reserve, Navy Reserve).	Census > People > Military Connections MilitaryConnections.status

Data Element	Description	Location
	Numeric, 1 digit	