## BIE ISEP Allotment Report <br> Last Modified on 03/11/2024 8:44 am CDT

Tool Search: BIE ISEP Allotment Report

Report Logic | Report Editor | Generating the Extract | Understanding the ISEP Allotment Report | ISEP Allotment Totals for all Schools Report | Understanding the ISEP Allotment Report (CSV)

The BIE ISEP Allotment Report is used to allocate congressionally appropriated funds to Bureau of Indian Education-funded schools (based on all Instructional and Residential calendars combined).


BIE ISEP Allotment Report Editor

## Report Logic

This extract uses the following reporting logic.

- When this report is run for a school with multiple calendars, all calendars are combined into one report.
- All student data is pulled from the ISEP Certification table.
- ISEP Mgmt data (Isolation Factor, School Board Training, Residential Type) is pulled at the time the report is generated.
- Enrollment records determined to be ineligible in the Certification process are not included in the report.
- All counts throughout the report are unduplicated student counts.
- If a student has multiple eligible enrollment records in multiple grades, the student is included with the counts for the grade level they in which they were most recently enrolled for the year selected. ADM is separated for each grade in which the student has been enrolled.
- Each section of the report is grouped by students in KG, 1-3, 4-6, 7-8, 9-12 and totals for all grades.
- All calculations are rounded to two decimal places.
- Weights used throughout the report are hard-coded values. Weight values do not change from year to year.
- Residential/ B weights pull the Residential Type (4 Nights or 5-7 Nights) from the ISEP Mgmt table to determine which weight applies for the year/ school being reported.


## Report Editor

| Report Option | Description |
| :--- | :--- |
| Type | Indicates how the report generates: <br> - PDF (default) <br> - CSV |
| Which BIE <br> Reporting <br> Population <br> would you like <br> to generate this <br> report on? | BIE Reporting Population options display when 'All Districts' is selected in <br> the Campus toolbar: |


| Select BIE School Type (Region) | BIE Region(s) <br> - All Schools (default) <br> - BOS: Bureau Operated Schools <br> - NAV: Navajo School <br> - TCS: Tribally-Controlled Schools <br> ERC(s) <br> - All Schools (default) <br> - ABQBOS: Albuquerque Bureau Operated <br> - ABQTCS: Albuquerque Tribally Controlled <br> - BELBOS: Belcourte Bureau Operated <br> - BISTCS: Bismarck Tribally Controlled <br> - FLATCS: Flandreau Tribally Controlled <br> - KYLTCS: Kyle Tribally Controlled <br> - MINTCS: Minneapolis Tribally Controlled <br> - NASTCS: Nashville Tribally Controlled <br> - NCHIBO: Navajo Chinle Bureau Operated <br> - NCHITC: Navajo Chinle Tribally Controlled <br> - NCROBO: Navajo Crownpoint Bureau Operated <br> - NCROTC: Navajo Crownpoint Tribally Controlled <br> - NSHPBO: Navajo Shiprock Bureau Operated <br> - NSHPTC: Navajo Shiprock Tribally Controlled <br> - NTUBBO: Navajo Tuba City Bureau Operated <br> - NTUBTC: Navajo Tuba City Tribally Controlled <br> - NWINBO: Navajo Window Rock Bureau Operated <br> - NWINTC: Navajo Window Rock Tribally Controlled <br> - PHXBOS: Phoenix Bureau Operated <br> - PINBOS: Pine Ridge Bureau Operated <br> - SEATCS: Seattle Tribally Controlled |
| :---: | :---: |
| Generate Report | To display the results of the report immediately, click the Generate Report button. This is best if the selection criteria is small (one or two calendars, a short date range, a smaller student selection, etc.). <br> To display the results of the report at a later time, click the Submit to Batch button. The Batch Queue tool is used by some districts /states to generate large, system-intense reports. This tool helps prevent report timeout errors and/or system performance issues. See the Batch Queue article for more information |

## Generating the Extract

1. Select the Type (CSV or PDF).
2. The school(s) included in the report are determined based on the District and School value selected in the Campus toolbar. If 'All Districts' is selected, the Select BIE School Type (Region) field appears, allowing State Edition users to determine which BIE Region or ERC schools to include in the report.
3. Click the Generate Report button. The report appears in a separate window in the
designated format.
4. Click the Submit to Batch button to send the extract to the Batch Queue. Batch Queue functionality provides the ability to schedule when the extract is generated and reduces the amount of impact generating the report has on system performance.


## Understanding the ISEP Allotment Report

## Inst Totals (ADM)

| Inst Totals (ADM) |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: |
| Grades | Head Count | Inst ADM | Weights | Total Weights |
| KG | 6 | 5.09 | 1.15 | 5.85 |
| 1-3 | 24 | 22.18 | 1.38 | 30.61 |
| 4-6 | 25 | 23.25 | 1.15 | 26.74 |
| 7-8 | 24 | 21.31 | 1.38 | 29.41 |
| 9-12 | 54 | 41.63 | 1.50 | 62.45 |
| Totals | 133 | 113.46 |  | 155.06 |

ISEP Allotment Report - Inst Totals (ADM)

| Column | Description |
| :--- | :--- |
| Grades | Grades grouped together for reporting purposes. |
| Head <br> Count | An unduplicated student count of eligible enrollment records in Instructional <br> calendars for the school/year. |


| Column | Description |
| :---: | :---: |
| Inst <br> ADM | The sum of students' ADM for the grade group. ADM is calculated on a per student basis using the following calculations: <br> - Student ADM $=$ (Membership Days / Instruction Days) multiplied by percent enrolled <br> - Percent enrolled is calculated as follows: <br> - If percent enrolled is equal to or greater than 100 , percent enrolled $=1$ <br> - If percent enrolled is equal to or greater than 50 but less than 100, percent enrolled $=0.5$ <br> - If percent enrolled is less than 50 , percent enrolled $=0$ <br> - Membership days include the adjustment for the first 10 days and an individual student cannot receive more than 10 membership days for the first 10 instructional days of the calendar, even if they have multiple enrollments during that period. If there are multiple eligible enrollments, the most recent enrollment will receive the adjustment so that the ADM of all eligible enrollments for the first 10 days is equal to 10 . <br> - ADM will be split between grades if the student has multiple enrollments in different grades within the same year and within the same school. <br> - Each enrollment will have its own ADM calculation that will be added to the Inst ADM calculation for the grade level group that the enrollment grade is included in. ADM for each enrollment will be calculated with the same equation as all other ADM calculations but the Membership Days calculation will be calculated as follows: <br> - Membership Days = The number of instructional days included in the student's enrollment record (between the start date and end date) where there is not another enrollment with a more recent start date that includes the same days within the same school. If there is a more recent start date in another enrollment within the same school on the same days, those overlapping membership days will be counted for the most recent enrollment. |
| Weights | Hard-coded values by grade group. <br> - $K G=1.15$ <br> - $1-3=1.38$ <br> - $4-6=1.15$ <br> - $7-8=1.38$ <br> - $9-12=1.50$ |
| Total Weights | Total weights of each grade group. Total Weight = Inst ADM * Weights |

## B Totals (Head Count)



| Column | Description |
| :--- | :--- |
| B <br> Counts | An unduplicated student count of eligible enrollment records for students who have <br> an eligible enrollment record in both Instructional and Residential calendars for the <br> school/year. |
| Weights | Hard-coded values. When the report is generated, the Residential Type (4 Nights or <br> $5-7$ Nights) is pulled from the ISEP Mgmt table for the Residential calendar to <br> determine which weight applies for the school/year being reported. <br> - KG $=0$ <br> - $1-3=1.75$ <br> - 4-12 = 1.6 |
| Total | Total weight for each B Count / Weight combination. <br> - If Residential Type for the Residential calendar is 5-7 Nights, Total Weights = B <br> Counts * Weights |
| Weights- If Residential Type for the Residential calendar is 4 Nights, Total Weights = B <br> Counts * Weights * 0.57 (rounded to two decimals) |  |

## R Totals (Head Count)

| R Totals (Head Count) |  |  |
| :--- | :--- | :--- |
| R Counts Weights <br> 0 0.00 <br> 0 Total Weights <br> 0 1.75 <br> 0.00  <br> 0 1.60 <br> 0.00  <br> 0 1.60 <br> 0 1.60 <br> 0  |  |  |

ISEP Allotment Report -
R Totals (Head Count)

## Column Description

## R <br> An unduplicated student count for eligible enrollment records where the student only <br> Counts has an enrollment record in Residential calendars for the school/year.

| Column | Description |
| :---: | :---: |
| Weights | Hard-coded values. When the report is generated, the Residential Type (4 Nights or 5-7 Nights) is pulled from the ISEP Mgmt table for the Residential calendar to determine which weight applies for the school/year being reported. <br> - $K G=0$ <br> - $1-3=1.75$ <br> - $4-12=1.6$ |
| Total Weights | Total weight for each R Count / Weight combination. <br> - If Residential Type for the Residential calendar is 5-7 Nights, Total Weights = R Counts * Weights <br> - If Residential Type for the Residential calendar is 4 Nights, Total Weights $=$ R Counts * Weights * 0.57 (rounded to two decimals) |

## Basic Weight Totals

The Basic Weight Totals table is the sum of total weights from Inst Totals (ADM), B Totals (Head Count) and R Totals (Head Count) tables.


ISEP Allotment Report

Basic Weight Totals

## Language Totals (Head Count)

| Language Totals (Head Count) <br> Grades | LEP | NLL | Lang <br> Count | Weights | Total <br> Weights |
| :--- | :--- | :--- | :--- | :--- | :--- |
| KG |  |  | 6 | 0.13 | 0.78 |
| $\mathbf{1 - 3}$ |  |  | 24 | 0.13 | 3.12 |
| $\mathbf{4 - 6}$ |  |  | 25 | 0.13 | 3.25 |
| $\mathbf{7 - 8}$ |  |  | 24 | 0.13 | 3.12 |
| $\mathbf{9 - 1 2}$ |  |  | 53 | 0.13 | 6.89 |
| Totals | 0 | 0 | 132 |  | 17.16 |

[^0]| Column | Description |
| :--- | :--- |
| Grades | Grades grouped together for reporting purposes. |


| Column | Description |
| :--- | :--- |
| LEP | Indicates the number of students considered Limited English Proficient (LEP). <br> A student is counted as LEP if they meet the following criteria: <br> 1. Student has a LEP Status = LEP and the LEP start date is on or before the last <br> instructional day of the calendar where the student is enrolled that is being <br> reported. <br> 2. Student has a LEP Status = Exited LEP and the Program Exit Date, First Year <br> Monitoring or Second Year Monitoring Date is on or between the calendar start <br> and end dates where the student's qualifying enrollment. |
| NLL | Indicates the number of students a Native Language Learner (NLL). This means the <br> student is taking a language class in their native language. |
| Lang | An unduplicated student count of eligible enrollment records where students were <br> flagged as Y for participating in a Language Program in the Instructional Certification <br> for the school/year. |
| Weights | Hard-coded as 0.13. |

## G/T Totals (Head Count)



ISEP Allotment Report -
G/T Totals (Head Count)

| Column | Description |
| :--- | :--- |
| G/T <br> Counts | An unduplicated student count of eligible enrollment records where the student has a <br> G/T code populated in the Instructional Certification for the school/year. |
| Weights | Hard-coded values. <br> $\bullet$ KG $=0.85$ <br> $\bullet 1-3=0.62$ <br> $\bullet 4-6=0.85$ <br> $\bullet 7-8=0.62$ <br> $\bullet 9-12=0.50$ |

## ECR Totals

## B ECR Totals

0
R ECR Totals
0

Total Of ECR
0

ISEP Allotment Report - ECR Totals

| Row | Description |
| :--- | :--- |
| B ECR <br> Totals | An unduplicated student count where students have both an Instructional and <br> Residential eligible enrollment record and has an ECR code populated in the <br> Residential Certification for the school/year. |
| R ECR <br> Totals | An unduplicated student count where a student only has a Residential eligible <br> enrollment record (no eligible enrollment in the Instructional Certification) and <br> has an ECR code populated in the Residential Certification for the school/year. |
| Total of ECR | The total sum of B ECR and R ECR totals (B ECR Total + R ECR Totals). |

## Total Basic/Lang/GT

The Total Basic/Lang/GT is the sum of the total weights from the Basic Weights Totals, Language Totals (Head Count) and G/T Total (Head Count) tables.


## I School Totals (ADM)

| I School Totals (ADM) | Head Count | ADM |
| :--- | :--- | :--- |
|  63 46.53 <br> Total Students 0 0.00 <br> Total 9-12 12.50  <br> Small School Weight  0.00 <br> Small HS Weight  12.50 <br>    <br> Totals 63  |  |  |

ISEP Allotment Report - I School Totals (ADM)

| Row | Description |
| :---: | :---: |
| Total <br> Students | - Head Count - The sum of Head Count by grade found in the Inst Totals (ADM) table. <br> - ADM - The sum of Inst ADM by grade found in the Inst Totals (ADM) table. |
| Total 912 | - Head Count - The sum of Head Count for 9-12 found in the Inst Totals (ADM) table. <br> - ADM - The Inst ADM for 9-12 found in the Inst Totals (ADM) table. |
| Small <br> School <br> Weight | - Head Count - Reports blank. <br> - ADM- The following describes field logic: <br> - If Total Students ADM field is between 50.01-99.99, Small School Weight ADM $=(100-$ Total Students ADM $) / 200 *$ Total Students ADM <br> - If Total Students ADM field is between 1-50, Small School Weight ADM = 12.5 <br> - If Total Students ADM field is 0 , Small School Weight ADM $=0$ |

## Small HS <br> Weight

- Head Count - Reports blank.
- ADM- The following describes field logic:
- If Total Students ADM is greater than 99.99 and 9-12 ADM for eligible high school calendars is between 50.01-99.99, Small HS Weight $=(100-$ Total 9-12 ADM) / 200 * Total 9-12 ADM
- If Total Students ADM is greater than 99.99 and 9-12 ADM for eligible high school calendars is between 1-50, Small HS Weight = 12.5
- If Total Students ADM is between 50.01-99.99, Small HS Weight Weight = (100 - Total 9-12 ADM) / 200 * Total 9-12 ADM
- If Total Students ADM is between 1-50, Small HS Weight Weight $=12.5$
- If Total Students ADM is between 50.01-99.99 and 9-12 ADM for eligible high school calendars is between 50.01-99.99, Small HS Weight $=(100-$ Total 9-12 ADM) / (200 * Total 9-12 ADM) / 2
- If Total Students ADM is between 50.01-99.99 and 9-12 ADM for eligible high school calendars is between 1-50, Small HS Weight $=6.25$
- If Total Students ADM field is between 1-50 and 9-12 ADM for eligible high school calendars is between 1-50, Small HS Weight $=6.25$ The ADM field will report blank unless the "Eligible High School" checkbox is marked at System Administration > Calendar > ISEP Mgmt.


## Row Description

Totals - Head Count - The sum of Head Counts by grade found in the Inst Totals (ADM) table.

- ADM - The sum of Small School Weight + Small HS Weight


## Combined B and R School Totals (Head Count)



ISEP Allotment Report - Combined B
and $R$ School Totals (Head Count)

| Row | Description |
| :--- | :--- |
| Total <br> Students | The sum of head counts by grade found in the B Totals (Head Count) table + R <br> Totals (Head Count) |
| Total 9-12 | Head counts for 9-12 in the B Total (Head Count) table + head counts for 9-12 <br> in the R Totals (Head Count) table. |
| Small School | If Total Student in this table $=$ <br> Weight Between 50.01 - 99.99, Small School Weight $=$ (100-head count) / 200 * <br> head count |
| - Between 1-50, Small School Weight = 12.5 |  |
| Totals or greater than 100, Small School Weight = 0 |  |

## Totals



ISEP Allotment Report - Totals

| Row | Description |
| :--- | :--- |
| Total <br> Students/ADM | Total Students/ADM = Total Inst ADM from the Inst Totals (ADM) table + Total <br> R counts from the R Totals (Head Count) table. |
| Total <br> Students/ADM <br> $\mathbf{9 - 1 2}$ | Total Students/ADM 9-12 = 9-12 Inst ADM from the Inst Totals (ADM) + 9-12 R <br> counts from the R Totals (Head Count) table. |
| Small School <br> Weight | Small School Weight = Sum of Small School Weight fields from the I School <br> Totals (ADM) table + B \& Total (Head Count) table totals. |
| Small HS <br> Weight | The Small HS Weight reported on the I School Totals (ADM) table. |
| School Board <br> Training | A hard-coded value. When the report is generated, the School Board Training <br> field is pulled from the ISEP Mgmt table for the calendar to determine if the <br> school/year is eligible for the School Board Training Weight. If the School <br> Board Training field is marked for any calendar in the school for that year, the <br> school will report a value of 1.2. A school will never report more than 1.2, <br> regardless of how many calendars within the year have the School Board |
| Training checkbox marked. |  |
| Isolation <br> Factor <br> weights | A hard-coded value. When the report is generated, the Isolation Factor field is <br> pulled from the ISEP Mgmt table for the calendar to determine if the <br> school/year is eligible for the Isolation Factor Weight. If eligible, a value of <br> 12.50 is reported. |
| The sum of the Totals field from the Totals Basic/Lang/GT table + Weight |  |
| Totals from the Totals table. |  |

## ISEP Allotment Totals for all Schools Report



ISEP Allotment Totals for all Schools Report- PDF

- When more than one School is selected on the Extract Editor, an 'ISEP Allotment Totals for all Schools Report' page generates at the end of the allotment report.
- Includes all the same fields/ tables as the individual Allotment Report.
- Populates with the sums of the calculated fields for all individual Allotment Reports printed at that time.
- The ISEP Allotment for All Schools Report page prints, summing:
- all fields for all schools in the ERC(s) selected.
- all fields for all schools in the BIE Region(s) selected.


## Understanding the ISEP Allotment Report (CSV)



ISEP Allotment Report - CSV

The following table describes each column.

| Column | Description |
| :--- | :--- |
| School Name | The reporting school's name. |
| BIE_School_Number | The reporting school's BIE School Number. |


| Column | Description |
| :---: | :---: |
| Year | The reporting year. |
| Inst_Tot_AMD_HdCt | Total unduplicated student count of eligible enrollment records in Instructional calendars for the school/year. See the Head Count field in the Inst Totals (ADM) table above for more information. |
| Inst_Tot_ADM_Inst_ADM | Total sum of students' ADM multiplied by Percent Enrolled. See the Inst ADM field in the Inst Totals (ADM) table above for more information. |
| Inst_Tot_ADM_TotWts | Total weights for all grade groups. See the Weights field in the Inst Totals (ADM) table above for more information. |
| B_Tot_HdCt_B_Cts | Total unduplicated student count of eligible enrollment records for students who have an eligible enrollment record in both Instructional and Residential calendars for the school/year. See the B Counts field in the B Totals (Head Count) table above for more information. |
| B_Tot_HdCt_Tot_Wts | Total weight for each B Count / Weight combination. See the Total Weights field in the B Totals (Head Count) table above for more information. |
| R_Tot_HdCt_R_Cts | Total unduplicated student count for eligible enrollment records where the student only has an enrollment record in Residential calendars for the school/year. See the R Counts field in the R Totals (Head Count) table above for more information. |
| R_Tot_HdCt_Tot_Wts | Total weight for each R Count / Weight combination. See the Total Weights field in the R Totals (Head Count) table above for more information. |
| Lang_Tot_HdCt_Lang_Cts | Total unduplicated student count of eligible enrollment records where students were flagged as $Y$ for participating in a Language Program in the Instructional Certification for the school/year. See the Lang Count field in the Language Totals (Head Count) table above for more information. |
| Lang_Tot_HdCt_Lang_Wts | Total weights for each grade group. See the Total Weights field in the Language Totals (Head Count) table above for more information. |
| GT_Tot_HdCt_GT_Cts | Total unduplicated student count of eligible enrollment records where the student has a G/T code populated in the Instructional Certification for the school/year. See the $\mathbf{G} / \mathbf{T}$ Counts field in the G/T Totals (Head Count) table above for more information. |
| GT_Tot_HdCt_GT_Wts | Total Weight $=\mathrm{G} / \mathrm{T}$ Counts * Total Weights. See the Total Weights field in the G/T Totals (Head Count) table above for more information. |


| Column | Description |
| :---: | :---: |
| I_Tot_SmSch_Wts | Reports the Small School Weight ADM. See the Small School Weight field in the I School Totals (ADM) table above for more information. |
| BR_Tot_SmSch_Wts | Total Small School Weight. See the Small School Weight field in the Combined B and R School Totals (Head Count) table above for more information. |
| Tots_Tot_Student_ADM | Total Students/ADM $=$ Total Inst ADM from the Inst Totals (ADM) table + Total R counts from the R Totals (Head Count) table. See the Total Students/ADM field in the Totals table above for more information. |
| $\begin{aligned} & \text { Tots_Tot_Student_ADM_9- } \\ & 12 \end{aligned}$ | Total Students/ADM 9-12 = 9-12 Inst ADM from the Inst Totals (ADM) $+9-12$ R counts from the $R$ Totals (Head Count) table. See the Total Students/ADM 9-12 field in the Totals table above for more information. |
| Tots_SmSch_Wts | Small School Weight = Sum of Small School Weight fields from the I School Totals (ADM) table + B \& R Total (Head Count) table totals. See the Small School Weight field in the Totals table above for more information. |
| Tots_SmSch_HS_Wts | The Small HS Weight reported on the I School Totals (ADM) table. See the Small HS Weight field in the Totals table above for more information. |
| Tots_Sch_Board_Training | A hard-coded value. When the report is generated, the School Board Training field is pulled from the ISEP Mgmt table for the calendar to determine if the school/year is eligible for the School Board Training Weight. If the School Board Training field is marked for any calendar in the school for that year, the school will report a value of 1.2. A school will never report more than 1.2, regardless of how many calendars within the year have the School Board Training checkbox marked. |
| Tots_Isolation_Factor | A hard-coded value. When the report is generated, the Isolation Factor field is pulled from the ISEP Mgmt table for the calendar to determine if the school/year is eligible for the Isolation Factor Weight. If eligible, a value of 12.50 is reported. |
| Tot_Wts_Tots | Weight Totals $=$ Small School Weight + Small HS Weight + School Board Training + Isolation Factor. |
| Tot_For_All_Wts | The sum of the Totals field from the Totals Basic/Lang/GT table + Weight Totals from the Totals table. See the Total for all weights field in the Totals table above for more information. |


[^0]:    ISEP Allotment Report - Language Totals (Head Count)

