

# SAMS SA-129 Extract (New York)

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[Report Logic](#) | [Report Editor](#) | [Extract Layout](#)

**Classic View:** NY State Reporting > SAMS SA-129 Extract

**Search Terms:** SAMS SA-129 Extract

School districts summarize attendance data and report it annually to the Department of Education on the SA-129 Attendance Report form. Generating the SAMS SA-129 Extract in Campus helps districts report accurate attendance data. This article describes how Campus calculates each field on the extract.

The SAMS SA-129 Extract should be generated one school at a time. Users are highly discouraged from generating the report for multiple schools at once due to attendance calculations.

## SAMS SA-129 Extract ☆

Reporting > NY State Reporting > SAMS SA-129 Extract

### NY SA-129 Report

This tool will extract data to complete the NY State-defined reporting extract. Choose the State Format to get the file in the state defined file format, otherwise choose one of the several testing/debugging formats.

Updated (06/22/2006).

Start Date

End Date

Format

Included State Grade Levels

Split Out by Grade ☐

Ad Hoc Filter

#### Select Calendars

Which calendar(s) would you like to include in the report?

☒ active year

☐ list by school

☐ list by year

**19-20**

- 19-20 Scarsdale Middle School
- 19-20 Edgewood School
- 19-20 Fox Meadow School
- 19-20 Greenacres School
- 19-20 Heathcote School
- 19-20 Quaker Ridge School
- 19-20 Scarsdale HS
- 19-20 Scarsdale MS
- 19-20 Scarsdale UFSD
- 19-20 AARON SCHOOL
- 19-20 ADV THERAPEUTIC CONCE
- 19-20 ALCOTT SCHOOL
- 19-20 ALPINE ACADEMY
- 19-20 ANDALUSIA SCHOOL
- 19-20 ANDERSON SCHOOL
- 19-20 ANDRUS CHILDREN'S CENT
- 19-20 ANNE HUTCHINSON SCHOC
- 19-20 ARC INC WESTCHESTER C
- 19-20 ARC PUTNAM CO CHAPTER
- 19-20 ARC ROCKLAND CO CHAPT
- 19-20 ARDSLEY CONCORD RD ELI
- 19-20 ARDSLEY HIGH SCHOOL
- 19-20 ARDSLEY MIDDLE SCHOOL
- 19-20 BEACON
- 19-20 BENEDICTINE SCHOOL (MC
- 19-20 BERKSHIRE JUNIOR-SENIO
- 19-20 BICULTURAL DAY
- 19-20 BILINGUALS(ACHIEVE BEYC
- 19-20 BIRCH FAMILY SERVICES

CTRL-click or SHIFT-click to select multiple

Show top  tasks submitted between  and

Batch Queue List
Queued Time
Report Title
Status
Download

SAMS SA-129 Extract Editor

# Report Logic

## Religious Holidays

The SA-129 SAMS Report includes religious holidays in attendance calculations. In order for this to occur, Religious Holidays must be set up properly within Infinite Campus.

- A must be created for Religious Holidays in System Administration > Custom > Attribute

Dictionary > Day > Type. Users must create a Day Event called REL: Religious Holiday. This code must be exact in order for it to factor correctly into attendance calculations. The description of this code does not need to be exact. This code is not holiday specific such as RH: Rosh Hashanah.

- Religious Holidays must be established on calendar days (System Administration > Calendar > Calendar > Days).
- An must be created for religious holidays in System Administration > Attendance > Attendance Codes. The Attendance Code must be REL. The description does not need to be exact. The Status must be Absent. The Excuse must be Unknown, Excused or Unexcused.
- A student who is absent on a Religious Holiday must be coded absent for the entire day and be counted absent for one day. If the student is not coded absent with REL for every attendance taking period, the student will not be calculated into Religious Holiday absence.

## Students Changing Grade Levels

When a student changes a grade level from one grade grouping to another, the student is not calculated in the grade grouping to which they no longer belong. They are not counted in the Possible Aggregate, Aggregate and Adjusted Aggregate attendance fields after the grade change and are counted in the new grade grouping due to the enrollment grade change.

## Absent Count Logic

Non-Religious Holiday student absences must be coded with an attendance code where the **Status** is *Absent* and the **Excuse** is *Unknown, Excused or Unexcused*. Students must be coded absent for the entire day and counted absent for one day. No partial days of attendance are calculated.

Users can submit the report request to the batch queue by clicking **Submit to Batch** instead of **Generate Extract**. This process allows larger reports to generate in the background, without disrupting the use of Campus. For more information about submitting a report to the batch queue, see the [Batch Queue](#) article.

## Report Editor

Field	Description
<b>Start Date</b>	The first date for which information reports.
<b>End Date</b>	The last date for which information reports.
<b>Format</b>	Selection determines how the report generates. <ul style="list-style-type: none"> <li>• Comma Separated (CSV)</li> <li>• HTML (Use the HTML format for data review prior to sending to the state.)</li> <li>• XML</li> </ul>

Field	Description
<b>Included State Grade Levels</b>	Report results only include the grade level(s) selected in this field.
<b>Split Out by Grade</b>	When this checkbox is marked, each grade reports in its own line on the report.
<b>Ad Hoc Filter</b>	Select an Ad Hoc Filter to further narrow report results.
<b>Select Calendars</b>	The calendar(s) from which data is pulled for the report.
<b>Generate Extract / Submit to Batch</b>	Users have the option of submitting the report request to the batch queue by clicking Submit to Batch instead of Generate Extract. This process allows larger reports to generate in the background without disrupting the use of Campus. For more information about submitting a report to the batch queue, see the <a href="#">Batch Queue</a> article.

## Extract Layout

Element Name	Description	Campus Location
<b>School</b>	The name of a school within a district.  <i>Alphanumeric, 100 characters</i>	System Administration > Resources > School > School Detail > Name  School.name
<b>Grade</b>	This field displays the range of grades for which attendance was calculated.  <i>Alphanumeric, 5 characters</i>	System Administration > Calendar > Grade levels; Student Information > General > Enrollments tool > General Enrollment Information > Grade  GradeLevel.kindergartenCode, GradeLevel.stateGrade, Enrollment.grade

Element Name	Description	Campus Location
<b>Possible Aggregate Attendance</b>	<p>This field displays the number of students on the school register on Calendar days marked for attendance.</p> <p><b>Example</b>  The start and end dates of the report equal 3 attendance days. The school has 100 4th graders, 50 5th graders and 50 6th graders enrolled on the 3 days for a total of 200 students:  <math>200 (4\text{-}6\text{th graders}) \times 3 (\text{attendance days}) = 600</math>  (Possible Aggregate Attendance)</p> <p><i>Numeric, No Maximum Length</i></p>	N/A
<b>Aggregate Attendance</b>	<p>The sum of total daily attendance, students in attendance on given day for each Calendar day marked for attendance. This calculation <b>includes</b> religious holidays.</p> <p>This calculation takes the total number of students in the specified grade grouping from the <b>Possible Aggregate Attendance</b> and subtracts absent students.</p> <p>This reports from all term schedules in which a student is enrolled.</p> <p><i>Numeric, No Maximum Length</i></p>	N/A

Element Name	Description	Campus Location
<b>Adjusted Aggregate Attendance</b>	<p>The sum of total daily attendance, students in attendance on given day, for each Calendar day marked for attendance excluding students marked absent with REL on a religious holiday day.</p> <p>This reports from all term schedules in which a student is enrolled.</p> <p><i>Numeric, No Maximum Length</i></p>	N/A
<b>Actual Session</b>	<p>All attendance days within the report date range.</p> <p><i>Numeric, No Maximum Length</i></p>	System Administration > Calendar > Calendar > Days > Attendance
<b>Net Session</b>	<p>Actual Session days subtracting religious holiday days; i.e., all Calendar days marked with a day event code = REL within report date range.</p> <p><i>Numeric, No Maximum Length</i></p>	N/A
<b>ADA</b>	<p>This is the average number of students present on each regular school day. This average is determined by dividing the <b>Adjusted Aggregate Attendance</b> divided by the <b>Net Session</b>.</p> <p><i>Numeric, 9 digits</i></p>	N/A
<b>Unadjusted_ADA</b>	<p>This is the <b>Aggregate Attendance</b> divided by the <b>Actual Session</b>.</p> <p><i>Numeric, 9 digits</i></p>	N/A

Element Name	Description	Campus Location
<b>ADM</b>	<p>The Average Daily Membership is calculated by dividing the <b>Possible Aggregate Attendance</b> by the <b>Actual Session</b>.</p> <p><i>Numeric, 9 digits</i></p>	N/A