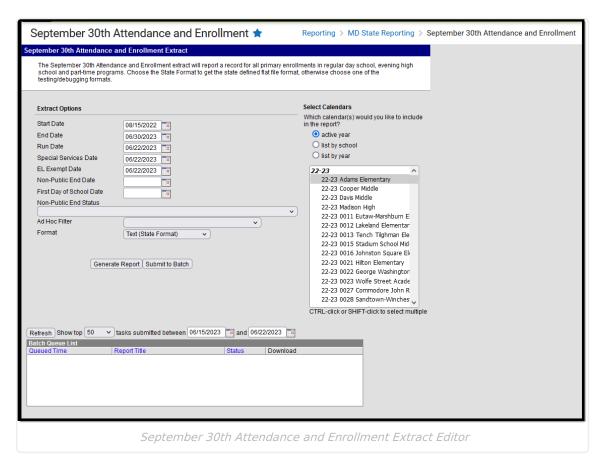# September 30th Attendance and Enrollment (Maryland)

Last Modified on 03/11/2024 8:45 am CDT

Tool Search: September 30th

Report Logic | Report Editor | Example Report | Report Layout | Absence Calculation | Reporting Data for AOP Students

The September 30th Attendance and Enrollment extract reports information about all primary enrollment records in regular day school, evening high school, and part-time programs.

September 30th Attendance and Enrollment Extract Editor

Report Logic

- Reports all students enrolled from the beginning of the school year to the End Date entered on the extract editor (assumed to be the last school day of September).
  - All Primary, Partial, and Special Ed Services enrollment types are reported.
  - If an enrollment is tied to a school with a school type of '99', the student's resident school field on the enrollment must NOT be null.

- Records do not report for students connected to any of the following **excludes**:
  - Enrollment
  - Grade Level
  - Calendar
  - Summer School Calendar

- When students have multiple enrollments in the same calendar, a separate record reports for each enrollment in the calendar before the report end date.

- June 1 YYYY of the beginning school year is the date used when calculating a 2 year threshold.

Report Editor

Field	Description
Start Date	Enrollment records on and after this date are eligible for reporting. Dates can be entered in *mmddyy* format or use the calendar icon to select a date.
End Date	Last date used to return data. Dates can be entered in *mmddyy* format or use the calendar icon to select a date.
Run Date	Populates the Submission date field and special education status. It is used for calculation in the State Eligibility field in the extract (default value is the current date).
Special Services Date	Used to determine a student's FRAM, migrant, or foreign exchange status date.
EL Exempt Date	Date used to determine what reports in the EL Exempt field. To report Y in the EL Exempt field, the student's most recent EL Identified date must be after the EL Exempt Date entered here.
Non-Public End Date	Date used for populating data on extract for some students.
First Day of School Date	Used for Pre-K Tier Status and Federal Poverty Level calculations.
Non-Public End Status	Used to help calculate the Exit Status and Exit Code fields.
Ad Hoc Filter	Select an Ad Hoc filter to limit report results to those students that meet the filter requirements.

Field	Description
Format	Determines how the report display: • Text (State Format) • Comma Separated (CSV) • HTML
Select Calendars	Select the calendar of enrollment from which to pull student data.
Report Generation	The report can be marked to generate immediately using the **Generate Extract** button or can be marked to generate at a later time using the **Submit to Batch** button. See the Batch Queue article for additional guidance.

Example Report

LEA Number	School Number	State Assigned Stude	Local Student ID Numb	Last Name	First Name	Middle Name	Generational Suffix	Preferred Name	Birth Date	Grade	Gender
1	1	1234567890	8654321	Harris	Student	Example	Jr		20120808	5	1
1	1	1234567891	7654321	Smith	Student	Example			20120809	5	1
1	1	1234567892	9654321	Johnson	Student	Example			20120908	5	2
1	1	1234567893	1654321	Hughes	Student	Example			20120805	5	1
1	1	1234567894	2654321	Black	Student	Example			20120804	5	1
1	1	1234567895	3654321	Miller	Student	Example			20120803	5	2
1	1	1234567896	4654321	Davis	Student	Example			20120802	5	1

September 30th Attendance and Enrollment - CSV

Report Layout

▶ Click here to expand...

Absence Calculation

If the student has....	Then Campus...

If the student has....	Then Campus...
a value in the FTE override field on the enrollment	1. Finds the Student's FTE on enrollment. 2. Finds the number of student day minutes from the calendar. 3. Multiplies the number of student day minutes by the FTE. 4. Divides the number of minutes the student was absent by the product in number #3. ◦ Absences are defined by any attendance code tied to a state code of 1-21. 5. The Table below outlines how values are converted 1, .5, or 0. | Percent Absent	Absent Value	Attendance Value | |---|---|---| | 0-33 | 0 | 1 | | 34-66 | .5 | .5 | | 67-100 | 1 | 0 |
an FTE value of 1 or the FTE field is null	Calculates the total number of absences for the reporting period based on the values found in System Administration > Calendar > Whole Day (absence) and half day (absence). • Absences are defined by any attendance code tied to a state code of 1-21.

Reporting Data for AOP Students

The following enrollment data elements report from the most recent enrollment in the calendar(s) selected in the extract editor.

Data Element Number	Data Element Name
DE 100	Grade Level
DE 180	Migrant
DE 190	Foreign Exchange Student
DE 280	Entry Status
DE 290	Entry Code
DE 300	Entry Date
DE 340	Exit Status

Data Element Number	Data Element Name
DE 350	Exit Code
DE 360	Exit Date

The following attendance data elements are calculated for each enrollment then summed for a total and reported as a single record.

Data Element Number	Data Element Name
DE 310	Days Attending
DE 320	Days Absent