

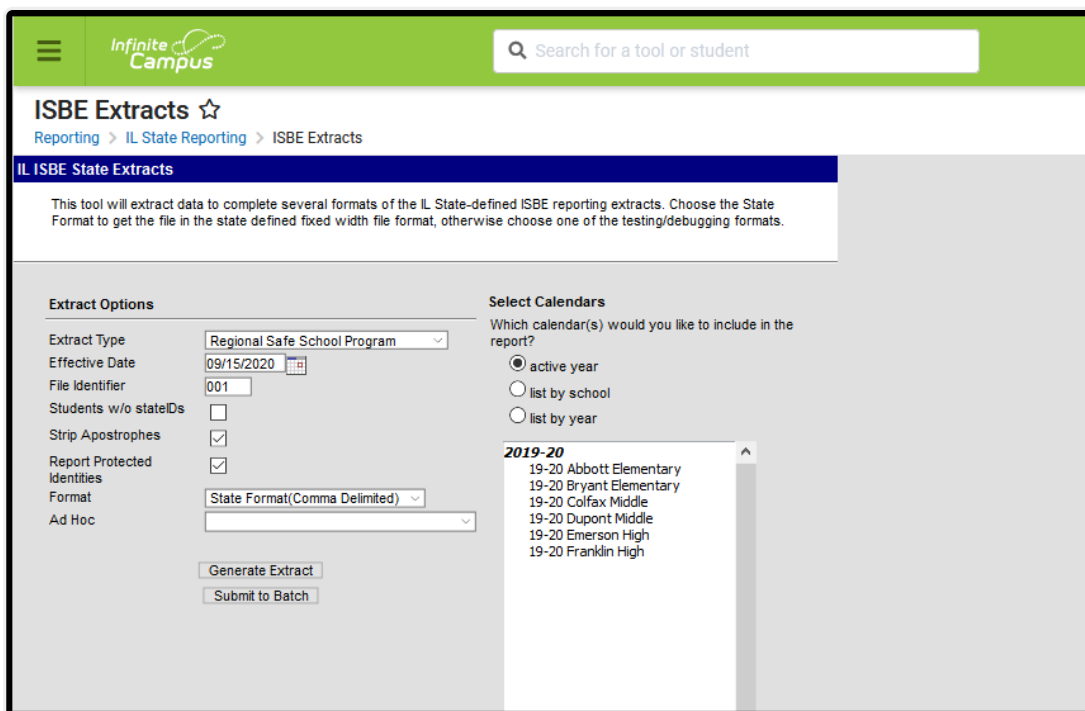
ISBE Regional Safe School Program (Illinois)

Last Modified on 06/09/2025 10:59 am CDT

[Report Logic](#) | [Report Editor](#) | [Generate the Report](#) | [Report Layout](#)

Tool Search: ISBE Extracts

The Regional Safe School Program (RSSP) Extract reports students in grades 6-12 who are actively participating in Regional Safe School Programs at any point during the selected calendar.



The screenshot shows the 'ISBE Extracts' tool interface. At the top, there's a search bar and the Infinite Campus logo. Below the logo, the breadcrumb trail reads 'Reporting > IL State Reporting > ISBE Extracts'. The main heading is 'ISBE Extracts ☆'. A sub-heading 'IL ISBE State Extracts' is followed by a descriptive text box: 'This tool will extract data to complete several formats of the IL State-defined ISBE reporting extracts. Choose the State Format to get the file in the state defined fixed width file format, otherwise choose one of the testing/debugging formats.'

The interface is divided into two main sections: 'Extract Options' and 'Select Calendars'.

Extract Options:

- Extract Type: Regional Safe School Program (dropdown)
- Effective Date: 09/15/2020 (calendar icon)
- File Identifier: 001 (text input)
- Students w/o stateIDs: ☐
- Strip Apostrophes: ☒
- Report Protected Identities: ☒
- Format: State Format(Comma Delimited) (dropdown)
- Ad Hoc: (dropdown)

Buttons at the bottom: 'Generate Extract' and 'Submit to Batch'.

Select Calendars:

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

- ☒ active year
- ☐ list by school
- ☐ list by year

A list of calendars is shown for the 2019-20 school year:

- 19-20 Abbott Elementary
- 19-20 Bryant Elementary
- 19-20 Colfax Middle
- 19-20 Dupont Middle
- 19-20 Emerson High
- 19-20 Franklin High

Regional Safe School Program Extract

Report Logic

In order to be included:

- Students must have at least one enrollment record in the selected calendar where the Start Date is before or equal to the End Date entered on the Extract editor. Enrollments with a Primary Service Type report first, followed by Partial Service Types and Special Ed Service Types.
- The RSSP Start Date must fall BEFORE the entered Effective Date on the Report Editor and be ON or BEFORE the End Date of the selected calendar.
- The RSSP End Date must be blank (null) or AFTER the Start Date of the selected calendar.

Students can have more than one RSSP per school year, but only the RSSP record with the most recent Start Date reports.

Students are not included when:

- The Enrollment Record is marked as State Exclude or No Show.
- The Grade Level of Enrollment is marked as Exclude from State Reporting.
- The Calendar of Enrollment is marked as Exclude.

Report Editor

Field	Description
Extract Type	Selection determines the extract that is generated. For this instance, select the Regional Safe Schools Program option.
Effective Date	<p>Entered date is used to return current enrollments for the report. This field automatically populates with the current date, but can be changed by entering a new date in <i>mm/dd/yyyy</i> format or by clicking the calendar icon to select a date. This date is required in order to generate the report.</p> <ul style="list-style-type: none"> • If an enrollment record has an end date before the effective date, that record is not included • If an enrollment record has an end date after the effective date or does not have an end date, that record is included.
File Identifier	Indicates the number attached to the end of the file name and is used to differentiate the file from other files generated.
Students without State IDs	When marked, the report returns students who do not have state IDs assigned.
Strip Apostrophes	<p>When marked, the following marks are removed from student names and other reported data:</p> <ul style="list-style-type: none"> • Apostrophes ('), Commas (,), Periods (.) • Umlaut (Ö) • Tilde (Ñ) • Grave Accents (Ò), Acute Accents (Ó) • Circumflex (Ô) <p>When not marked, these marks are not removed.</p>
Report Protected Identities	When marked, student identity information (last name, first name, etc.) reports from the Protected Identity Information fields.
Format	Determines how the report generates. Use the State Format (Comma Delimited) when submitting the report to the state. Use the HTML or Tab Delimited option when reviewing data prior to state submission.
Ad hoc	Select a saved ad hoc filter to use when generating this report. Only those students included in the filter will be returned on the report if they meet the reporting requirements.

Field	Description
Calendar Selection	At least one calendar needs to be selected for the report to generate. Calendars can be chosen by Active Year , by School or by Year . If a calendar is selected in the Campus toolbar, that calendar is automatically selected.
Report Generation	The report can be generated immediately using the Generate Extract button. When there is a larger amount of data chosen (several calendars, large date range, etc.), use the Submit to Batch button, which allows the user to choose when the report is generated. See the Batch Queue article for more information.

Generate the Report

1. Select **Regional Safe School Program** from the **Extract Type** field.
2. Enter the **Effective Date** for the report.
3. Enter a **File Identifier**. This is a three digit number attached to the file name used to differentiate itself from other ISBE Demographic and Enrollment Extract files generated.
4. Select the **Students w/o stateIDs** checkbox to include students without state IDs within the report.
5. If desired, mark the **Strip Apostrophes** checkbox.
6. If desired, mark the **Report Protected Identities** checkbox.
7. Select which **Format** to generate the report in. To preview information prior to submission to the state, use the HTML format. When submitting data to the state, use the State Format (Comma Delimited).
8. If desired, select an **Ad hoc Filter** from which to pull the student set.
9. Select which **Calendars** to include within the report.
10. Select the **Generate Extract** button or use the **Submit to Batch** option. The report displays in a separate window in the designated format.

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Report: RSSP,1,RSSP_31045300026_09152020_001.txt,09/15/2020,310453000260000												
2	123456789	123456	Student,Abel	09/18/2003	310453000260002	310453000260002	11	04	02	01	01	10/15/2019	02,02,01,01,02,02,01,01
3													
4													
5													
6													

Regional Safe Schools Program - State Format (comma delimited)

Header Records:1

Report Name	Student Count	File Name	Date	RCDTS Code
Report: RSSP	1	RSSP_31045300026_09152020_001.txt	09/15/2020	310453000260000

Report: RSSP Records:1

Student ID	SAP ID	Student Last Name	Student First Name	Birth Date	RCDTS for Home School	RCDTS Serving School	Reason for Referral	Eligibility Status	GED Instruction	Tutoring	GED Test Successfully Completed	Curriculum Related Employment	Da Alte Edu p
123456789	123456	Student	Abel	09/18/2003	310453000260002	310453000260002	11	04	02	01	01	01	10/1

Regional Safe Schools Program - HTML Format

Regional-1 - Notepad									
File	Edit	Format	View	Help					
Report Name	Student	Count	File Name	Date	RCDTS Code				
Report: RSSP	1	RSSP_31045300026_09152020_001.txt	09/15/2020	001.txt	09/15/2020	310453000260000			
Student ID	SAP ID	Student	Last Name	Student	First Name	Birth Date	RCDTS for Home School	RCDTS Serving School	Reason
123456789	123456	Student	Abel	Abel		09/18/2003	310453000260002	310453000260002	11

Regional Safe Schools Program - Tab Delimited

Report Layout

Header Layout

Element	Description	Location
File Type	The name of the extract being generated. Always reports a value of RSSP.	N/A
Total Records	The total amount of records generated.	N/A
File Name	RSSP_RCDTS_Date_File Identifier.ext	N/A
File Date	The date the extract was generated.	N/A
RCDTS	<p>The Region-County-District-Type-School code that uniquely identifies the school generating the extract.</p> <p><i>RRCCDDDDDDTTSSSS, 15 characters</i></p>	<p>School & District Settings > District Information > State District Number, Type, Region Number, County</p> <p>School & District Settings > School Information > State School Number</p> <p>District.districtID District.county District.region School.number</p>

Extract Layout

Element	Description	Location
Student ID	<p>The student identifier assigned in the ISBE SIS.</p> <p><i>Numeric, 9 digits</i></p>	<p>Census > People > Demographics > Person Identifiers > State ID</p> <p>Person.studentStateID</p>

Element	Description	Location
SAP ID	<p>The Student ID number used by the school to identify the student within their local system.</p> <p><i>Numeric, 50 digits</i></p>	<p>Census > People > Demographics > Person Identifiers > Student Number</p> <p>Person.studentNumber</p>
Legal Last Name	<p>The student's legal last name.</p> <p>When the Report Protected Identities checkbox is marked on the report editor, the student's last name reports from the Legal Last Name field if populated.</p> <p><i>Alphabetical, 30 characters</i></p>	<p>Census > People > Identity Information > Last Name</p> <p>Identity.lastName</p> <hr/> <p>Census > People > Identities > Protected Identity Information > Legal Last Name</p> <p>Identity.legalLastName</p>
Legal First Name	<p>The student's legal first name.</p> <p>When the Report Protected Identities checkbox is marked on the report editor, the student's first name reports from the Legal First Name field if populated.</p> <p><i>Alphabetical, 30 characters</i></p>	<p>Census > People > Person Information > First Name</p> <p>Identity.firstName</p> <hr/> <p>Census > People > Identities > Protected Identity Information > Legal First Name</p> <p>Identity.legalFirstName</p>
Date of Birth	<p>The student's date of birth.</p> <p><i>Date field, 10 characters (MM/DD/YYYY)</i></p>	<p>Census > People > Demographics > Person Information > Birth Date</p> <p>Identity.birthDate</p>

Element	Description	Location
RCDS for Home School	<p>The Region-County-District-Type-School code that uniquely identifies the elementary, middle/junior, or high school the student attends or would attend if not placed/transferred to another school/program to receive needed services.</p> <p>When the Enrollment Home District and Enrollment Home School fields are populated, the two codes are concatenated.</p> <p><i>RRCCDDDDDTSSSS, 15 characters</i></p>	<p>School & District Settings > District Information > State District Number, Type, Region Number, County</p> <p>School & District Settings > School Information > State School Number</p> <p>District.districtID District.county District.region School.number</p>
School Year	<p>Reports the school year for which data is being submitted. Data for school year 2020-2021 reports as 2021.</p> <p><i>Numeric, 4 digits (YYYY)</i></p>	<p>Scheduling & Courses > Calendar Setup > Calendar Information > End Year</p> <p>Calendar.endYear</p>
Reason for Referral	<p>Identifies the reason the student was referred to RSSP.</p> <p><i>Numeric, 2 digits</i></p>	<p>Student Information > State Programs > RSSP > Reason for Referral</p> <p>SafeSchools.referral Reason</p>
Eligibility Status	<p>Reports the eligibility status of the student.</p> <p><i>Numeric, 2 digits</i></p>	<p>Student Information > State Programs > RSSP > Eligibility Status</p> <p>SafeSchools.eligibility Status</p>
GED Tutoring	<p>Indicates the student is enrolled in an instructional program in order to receive a GED certificate.</p> <p>Reports a value of 01 if the GED Tutoring checkbox is marked.</p> <p><i>Numeric, 2 digits</i></p>	<p>Student Information > State Programs > RSSP > GED Instruction</p> <p>SafeSchools.ged Instruction</p>

Element	Description	Location
Tutoring	<p>Indicates the student is enrolled in a program to receive additional educational services on a one-on-one basis to supplement regular instruction.</p> <p>Reports a value of 01 if the Tutoring checkbox is marked.</p> <p><i>Numeric, 2 digits</i></p>	<p>Student Information > State Programs > RSSP > Tutoring</p> <p>SafeSchools.tutoring</p>
GED Test Successfully Completed	<p>Indicates the student completed the GED assessment successfully.</p> <p>Reports a value of 01 if the Tutoring checkbox is marked.</p> <p><i>Numeric, 2 digits</i></p>	<p>Student Information > State Programs > RSSP > GED Test Completed</p> <p>SafeSchools.gedTestCompleted</p>
Curriculum Related Employment	<p>Indicates the student is employed or working in a position that relates to the curriculum.</p> <p>Reports a value of 01 if the Tutoring checkbox is marked.</p> <p><i>Numeric, 2 digits</i></p>	<p>Student Information > State Programs > RSSP > Curriculum Employment</p>
Date of Alternate Education Plan	<p>Reports the date of the Alternate Education Plan.</p> <p><i>Date Field, 10 characters (MM/DD/YYYY)</i></p>	<p>Student Information > State Programs > RSSP > Date of Alternate Education Plan</p> <p>SafeSchools.aepDate</p>
Behavior Modification Training	<p>Indicates any behavior management/conflict resolution training systems that help students improve their behavior, manage stress, control anger, and make better choices.</p> <p>Reports a value of 01 if the Tutoring checkbox is marked.</p> <p><i>Numeric, 2 digits</i></p>	<p>Student Information > State Programs > RSSP > Behavior Training</p> <p>SafeSchools.behaviorTraining</p>

Element	Description	Location
Community Service Participation	<p>Indicates the student is participating in RSSP-sponsored individual or group community service projects.</p> <p>Reports a value of 01 if the Tutoring checkbox is marked.</p> <p><i>Numeric, 2 digits</i></p>	<p>Student Information > State Programs > RSSP > Community Service</p> <p>SafeSchools.communityService</p>
Individual/Group Counseling	<p>Indicates the student is participating in RSSP programs that provide individual and/or group counseling that may relate to social, emotional, or health problems.</p> <p>Reports a value of 01 if the Tutoring checkbox is marked.</p> <p><i>Numeric, 2 digits</i></p>	<p>Student Information > State Programs > RSSP > Individual/Group Counseling</p> <p>SafeSchools.individualGroupCounseling</p>
Life Skills Training	<p>Indicates the student is participating in training that may include decision-making (critical thinking, problem solving, and communication), social skills, cultural awareness, financial management, etc.</p> <p>Reports a value of 01 if the Tutoring checkbox is marked.</p> <p><i>Numeric, 2 digits</i></p>	<p>Student Information > State Programs > RSSP > Life Skills</p> <p>SafeSchools.lifeSkills</p>
Mentoring	<p>Indicates the student is receiving program related to coaching and/or guiding students with their career/educational goals.</p> <p>Reports a value of 01 if the Tutoring checkbox is marked.</p> <p><i>Numeric, 2 digits</i></p>	<p>Student Information > State Programs > RSSP > Mentoring</p> <p>SafeSchools.mentoring</p>

Element	Description	Location
Parenting Classes for Parents	<p>Indicates the parents of RSSP students are receiving guidance as part of parental involvement in the RSSP program or as needed in individual circumstances on a case-by-case basis.</p> <p>Reports a value of 01 if the Tutoring checkbox is marked.</p> <p><i>Numeric, 2 digits</i></p>	<p>Student Information > State Programs > RSSP > Parenting Classes</p> <p>SafeSchools.parentClass</p>
Referral to Social Services	<p>Indicates the student was referred for services provided by government agencies, public or private social service agencies, or community-based organizations.</p> <p>Reports a value of 01 if the Tutoring checkbox is marked.</p> <p><i>Numeric, 2 digits</i></p>	<p>Student Information > State Programs > RSSP > Referral to Social Services</p> <p>SafeSchools.referralSocialServices</p>
School to Work	<p>Indicates the student is receiving guidance for Career development training, skills training, and/or activities offered by the school to prepare students for jobs or employment.</p> <p>Reports a value of 01 if the Tutoring checkbox is marked.</p> <p><i>Numeric, 2 digits</i></p>	<p>Student Information > State Programs > RSSP > School to Work</p> <p>SafeSchools.schoolToWork</p>
School Year	<p>Reports the last four digits of the applicable school year. For school year 2020-2021, a value of 2021 reports.</p> <p><i>Numeric, 4 digits</i></p>	<p>Scheduling & Courses > Calendar Setup > Calendar Information > End Year</p> <p>Calendar.endYear</p>