Colorado Behavior Attendance Audit Report

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Report Logic | Report Editor | Generate the Behavior Attendance Audit Report | Behavior Attendance Audit Report Layout

Tool Search: CO Behavior Attendance Audit

The Behavior Attendance Audit Report identifies students who have behavior resolutions not linked to an entry in their attendance record or have specified attendance codes not covered by a behavior resolution. If attendance modification from Behavior Management has been enabled, the Behavior Attendance Audit report displays instances where an attendance record was created from a behavior resolution.

Three specific sub-reports are included:

- Behavior Resolutions without a selected Corresponding Attendance Code
- Attendance without any corresponding Behavior Resolutions
- Attendance created from a Behavior Resolution

CO Behavior Attendance Audit Report

This article is specific to Colorado districts. It has similar functionality and layout as the Behavior Attendance Audit Report available in Behavior Reports and Attendance Reports, but includes additional fields required in Colorado.

Read - Access and generate the CO Behavior Attendance Audit Report.
Write - N/A

Report Logic

Students who have **Behavior Resolutions without a selected corresponding Attendance Code** are included in the report when:

- The student has one or more of the selected behavior resolutions.
- The behavior resolution start or end date falls between the date range specified or within the School Month specified.
- The student does not have one or more of the selected attendance codes in every scheduled period with an attendance-taking course during the time of the behavior resolution.
  - Start and End times of the resolution are considered. If the resolution begins at 1pm, the student only needs to have an attendance record in periods from 1pm to the end of the day.
  - Roster start and end times are considered. The student does not need to have attendance in a period for a course-section that has been dropped or that starts in the future.
  - Non-instructional periods are considered if there is an attendance-taking course in the period unless the Exclude Non-Instructional Periods option is selected on the report editor.

Students who have an **Attendance without any corresponding Behavior Resolution** are included in the report when:

- The student's attendance data has one or more of the selected attendance codes between the date range specified.
- There is not an attendance-linked behavior resolution between the date range specified.

Students who have **Attendance created from a Behavior Resolution** are included in the report when:

- The student has an attendance record created from a behavior resolution between the entered date range.
- The resolution type and attendance code were selected in the report options.

Resolution Types that are not active during the date range or school month selected are not included in reported data.

Behavior resolutions that start the last minute of a period or end the first minute of a period are ignored.

Report Editor

The following fields are available for selection.

Field	Description
Select Dates *Required*	Enter a **Date Range** to return behavior/attendance data that occurred on or after the From date and on or before the To date. Dates are entered by typing in *mmddyy* format or by using the calendar icon to select a date.
Exclude Non-Instructional Periods	When marked, non instructional periods are excluded from reported data. This option is not available for Kentucky users.
Exclude Cross-Site Data	When marked, students enrolled as Cross-Site Students at one or more schools are excluded from the report.
Select Students	Students can be selected by choosing either a **Grade** level or a saved **Ad hoc Filter**. • If choosing a **Grade** Level, only those grade levels in the selected calendar are listed. All students (in all grade levels) can also be selected. • If choosing an **Ad hoc Filter**, only those students included in the filter are included in the report, assuming they meet other reporting logic and business rules.
Select Resolution Types and Attendance Codes	Determine which **Resolution Types** to include in the report: • **Flagged as attendance-related** - Only behavior resolutions with a resolution type marked as attendance-related are included in reported data. • **All resolution types** - All behavior resolution data is used for generating report data. Determine which **Attendance Codes** to include in the report: • **Flagged as behavior-related** - Only attendance records with attendance codes marked as behavior-related are included in reported data. • **All attendance codes** - All attendance data is used for generating report data.

Field	Description
Select a Report Type	Select which audit report to display: • **Behavior Resolutions without a selected corresponding Attendance Code** - This report generates a list of all students who have the selected behavior resolution(s) with an attendance code that does not match an attendance code selected on the report editor or with no attendance code at all. • **Attendance without any corresponding Behavior Resolution** - This report generates a list of students who have an attendance record with an attendance code matching the attendance code(s) selected on the report editor but the attendance record is not tied to a behavior resolution. • **Attendance created from a Behavior Resolution** - This report generates a list of all behavior resolutions which created an attendance record(s) within the Date Range or School Month selected on the report editor. Only one report type can be generated at a time.
Select a Print Sort Order	Options for data sorting on the report are dependent on the options chosen for Display. • If **Behavior Resolutions without a selected corresponding Attendance Code** is selected, sort options include Student Name, Date, Grade or Resolution Date. • If **Attendance without any corresponding Behavior Resolution** is selected, sort options include Student Name, Date, Grade or Attendance Code. • If **Attendance created from a Behavior Resolution** is selected, sort options include Student Name, Date, Grade, Resolution Type or Attendance Code.
Report Format	All of the report types can be generated in either PDF or DOCX format.
Report Generation	Use the **Generate Extract** button to display the results of the extract immediately. If there is a larger data set being reported, use the **Submit to Batch** option to choose when the extract generates (after or before school hours, etc.). See the Batch Queue article for more information.

Generate the Behavior Attendance Audit Report

A calendar must be selected in the Campus toolbar in order to generate the report.

1. Select the students to include in the report by choosing a **Grade** level or an **Ad hoc Filter**.

2. Enter the desired **Date Range** or select the desired **School Months**.
3. Mark the appropriate **Exclude** options for non-instructional periods and Cross-Site data.
4. Select the desired **Resolution Types** and **Attendance Codes** to include.
5. Select which **Report Type** to generate.
6. Select the desired **Print Sort Order**.
7. Select the desired **Report Format**.
8. Click the **Generate Extract** button or the **Submit to Batch** button. The report displays in the selected format.

See the images in the following section for examples of each report type.

Behavior Attendance Audit Report Layout

Behavior Resolutions without a Selected Corresponding Attendance Code | Attendance without any Corresponding Behavior Resolutions | Attendance Created from a Behavior Resolution

The Behavior Attendance Audit Report is broken into three specific sub-reports.

Behavior Resolutions without a Selected Corresponding Attendance Code

This report generates a list of all students who have the selected behavior resolution(s) with an attendance code that does not match an attendance code selected on the report editor.

19-20 **High School** Generated on 12/01/20 9:37:16 AM Page 1 of 1	**CO Behavior Attendance Audit Report** Date Range: 09/01/2019 - 06/26/2020 Resolution Type: All attendance-related Attendance Code: All behavior-related All Grades Sort by: Student Name Grade Count: 1

Behavior Resolutions without a selected corresponding Attendance Code (1 record)

Student Name and Number	Grade	Incident Title	Incident Date & Time	Res ID	Res Name	Res Start Date & Time	Res End Date & Time	Attn Date	Race/ Ethnicity	Gender	504	Language Proficiency Service Types	Language Instruction Program EL Services	Home Primary Language
Student, Jana E (123456)	10	Posession of a Juul	03/11/2020 16:02	1654854	Out of School Suspension - 1 Day	03/12/2020 08:31	03/13/2020 08:31	03/13/2020	05	F	N	0	00	eng

Behavior Resolutions without Attendance Code Report Type

Column	Description	Location
Student Name and Number	The reporting student's name and student number.	Demographics > First Name, Last Name, Student Number Identity.firstName Identity.lastName Person.studentNumber

Column	Description	Location
Grade	The reporting student's grade level.	Enrollments > Grade Student.grade
Incident Title	The title of the behavior incident tied to an attendance record(s).	Behavior Management > Incident Detail Information > Incident Title BehaviorIncident.title
Incident Date & Time	The date and time in which the behavior incident was recorded.	Behavior Management > Incident Detail Information > Date of Incident, Time of Incident BehaviorIncident.timestamp
Res ID	The Resolution ID of the behavior resolution tied to the behavior incident.	Behavior Management > Incident Detail Information > Add Resolution > Resolution Details BehaviorResolution.resolutionID
Res Name	The name of the behavior resolution for the behavior incident.	Behavior Management > Incident Detail Information > Add Resolution > Resolution Details > Resolution Type BehaviorResolution.name
Res Start Date & Time	The time and date in which the behavior resolution began.	Behavior Management > Incident Detail Information > Add Resolution > Resolution Details > Resolution Start Date, Resolution Start Time BehaviorResolution.discAssignDate
Res End Date & Time	The time and date in which the behavior resolution ended.	Behavior Management > Incident Detail Information > Add Resolution > Resolution Details > Resolution End Date, Resolution End Time BehaviorResolution.endDate
Race/Ethnicity	Reports the student's race/ethnicity code.	Demographics > State Race/Ethnicity Identity.raceEthnicity

Column	Description	Location
Gender	Reports the student's gender.	Demographics > Gender Identity.gender
504	Indicates whether the student has a 504 plan. This reports based on the student's active enrollment within the entered date range on the report editor. When the Section 504 checkbox is marked on the enrollment record, a value of Y reports. When the Section 504 checkbox is not marked on the enrollment record, a value of N reports.	Enrollments > Section 504 Enrollment.section504
Language Proficiency Service Types	Reports the student's EL Program Status/Service. A value of 4 reports when the student does not have a current or historical EL Service record (any state defined code) AND a Home Primary Language other than English (do not consider Service records that start after the effective date). When the student has an active EL record with an End Date that is null or equal to or after the Effective Date, report as follows: • A value of 1 reports when the student has an active EL Services record with a code of ESLNEP or BILNEP. • A value of 2 reports when the student has an active EL Services record with a code of ESLLEP or BLILEP. • A value of 5 reports when: ○ The student has an active EL Services record of FELL OR	English Learners (EL) > EL > Program Status Lep.programStatus

Column	Description	Location

	○ The student has an active EL Services record of BLIFEP or ESLFEP AND
	   ▪ EL program status of Exited EL AND
	   ▪ Effective Date is on or after the Fourth Year Monitoring Date
	 • A value of 6 reports when:
	 ○ The student has an active EL Services record of FEPM1 OR
	 ○ The student has an active EL Services record of BLIFEP or ESLFEP AND
	   ▪ EL program status of Exited EL AND
	   ▪ Effective Date is between Program Exit Date and First Year Monitoring Date or equal to Program Exit Date
	 • A value of 7 reports when:
	 ○ The student has an active EL Services record of FEPM2 OR
	 ○ The student has an active EL Services record of BLIFEP or ESLFEP AND
	   ▪ El program status of Exited EL AND
	   ▪ Effective Date is between First Year Monitoring Date and Second Year Monitoring date or equal to First Year Monitoring Date.
	 • A value of 8 reports when:
	 ○ The student has an active EL Services record of FEPE1 OR
	 ○ The student has an active EL Services record of BLIFEP or ESLFEP AND
	   ▪ EL program status of Exited EL AND	

Column	Description	Location

	▪ Effective Date is between Second Year Monitoring Date and Third Year Monitoring Date or equal to Second Year Monitoring Date
	• A value of 9 reports when:
	  ° Student has an active EL Services record of FEPE2 OR
	  ° Student has an active EL Services record of BLIFEP or ESLFEP AND
	    ▪ EL program status of Exited EL AND
	    ▪ Effective Date is between Third Year Monitoring Date and Fourth Year Monitoring Date or equal to Third Year Monitoring Date
	
	Otherwise, a value of 0 reports.	

Language Instruction Program EL Services	Reports the service type from the EL Service that was effective within the date range entered on the export editor. If there are no EL Services, a value of 00 reports.	English Learners (EL) > EL Services > Service Type LepServiceType.name
Home Primary Language	Reports the student's Home Primary Language.	Demographics > Home Primary Language Identity.homePrimaryLanguage

Attendance without any Corresponding Behavior Resolutions

This report generates a list of students who have an attendance record with an attendance code matching the attendance code(s) selected on the report editor but the attendance record is not tied to a behavior resolution.

	19-20 High School Generated on 12/01/20 9:44:16 AM Page 1	CO Behavior Attendance Audit Report Date Range: 09/01/2019 - 06/26/2020 Resolution Type: All attendance-related Attendance Code: All behavior-related All Grades Sort by: Student Name Grade Count: 2

Attendance without any corresponding Behavior Resolution (3 records)

Student Name and Number	Grade	Attn Code	Attn Date	Race/ Ethnicity	Gender	504	Language Proficiency Service Types	Language Instruction Program EL Services	Home Primary Language
Student, Adam (234567)	11	SUS	04/29/2020	05	M	N	0	00	eng
Student, Bethany (345678)	09	SUS	04/13/2020	01	F	N	0	00	eng
Student, Camryn (456789)	09	SUS	04/02/2020	01	F	N	0	00	eng

Attendance without Behavior Resolutions Report Type

Column	Description	Location
Student Name and Number	The reporting student's name and student number.	Demographics > First Name, Last Name, Student Number Identity.firstName Identity.lastName Person.studentNumber
Grade	The reporting student's grade level.	Enrollments > Grade Student.grade
Attn Code	The attendance code for the attendance record.	Attendance > Code AttendanceExcuse.code
Attn Date	The date of the student's attendance record that has a behavior-linked attendance code but is not associated with a behavior resolution.	Attendance > Date Attendance.date
Race/Ethnicity	Reports the student's race/ethnicity code.	Demographics > State Race/Ethnicity Identity.raceEthnicity
Gender	Reports the student's gender.	Demographics > Gender Identity.gender

Column	Description	Location
504	Indicates whether the student has a 504 plan. This reports based on the student's active enrollment within the entered date range on the report editor. When the Section 504 checkbox is marked on the enrollment record, a value of Y reports. When the Section 504 checkbox is not marked on the enrollment record, a value of N reports.	Enrollments > Section 504 Enrollment.section504

Language Proficiency Service Types	Reports the student's EL Program Status/Service.
	
	A value of 4 reports when the student does not have a current or historical EL Service record (any state defined code) AND a Home Primary Language other than English (do not consider Service records that start after the effective date).
	
	When the student has an active EL record with an End Date that is null or equal to or after the Effective Date, report as follows:
	• A value of 1 reports when the student has an active EL Services record with a code of ESLNEP or BILNEP.
	• A value of 2 reports when the student has an active EL Services record with a code of ESLLEP or BLILEP.
	• A value of 5 reports when:
	  ○ The student has an active EL Services record of FELL OR
	  ○ The student has an active EL Services record of BLIFEP or ESLFEP AND
		English Learners (EL) > EL > Program Status
		
		Lep.programStatus

Column	Description	Location
	     ■ Effective Date is on or after the Fourth Year Monitoring Date • A value of 6 reports when: ○ The student has an active EL Services record of FEPM1 OR ○ The student has an active EL Services record of BLIFEP or ESLFEP AND ■ EL program status of Exited EL AND ■ Effective Date is between Program Exit Date and First Year Monitoring Date or equal to Program Exit Date • A value of 7 reports when: ○ The student has an active EL Services record of FEPM2 OR ○ The student has an active EL Services record of BLIFEP or ESLFEP AND ■ El program status of Exited EL AND ■ Effective Date is between First Year Monitoring Date and Second Year Monitoring date or equal to First Year Monitoring Date. • A value of 8 reports when: ○ The student has an active EL Services record of FEPE1 OR ○ The student has an active EL Services record of BLIFEP or ESLFEP AND ■ EL program status	

Column	Description	Location

	of Exited EL AND
	    ■ Effective Date is
	between Second
	Year Monitoring
	Date and Third Year
	Monitoring Date or
	equal to Second
	Year Monitoring
	Date
	  • A value of 9 reports when:
	    ○ Student has an active EL
	Services record of FEPE2
	OR
	    ○ Student has an active EL
	Services record of
	BLIFEP or ESLFEP AND
	      ■ EL program status
	of Exited EL AND
	      ■ Effective Date is
	between Third Year
	Monitoring Date
	and Fourth Year
	Monitoring Date or
	equal to Third Year
	Monitoring Date
	
	Otherwise, a value of 0 reports.	

Language Instruction Program EL Services	Reports the service type from the EL Service that was effective within the date range entered on the export editor. If there are no EL Services, a value of 00 reports.	English Learners (EL) > EL Services > Service Type LepServiceType.name
Home Primary Language	Reports the student's Home Primary Language.	Demographics > Home Primary Language Identity.homePrimaryLanguage

Attendance Created from a Behavior Resolution

This report generates a list of all behavior resolutions which created an attendance record(s) within the Date Range or School Month selected on the report editor.

19-20 **High School** Generated on 12/01/20 9:50:16 AM Page 1 of 4	**CO Behavior Attendance Audit Report** Date Range: 09/01/2019 - 06/26/2020 Resolution Type: All attendance-related Attendance Code: All behavior-related All Grades Sort by: Student Name Grade Count: 4

Attendance created from a Behavior Resolution (86 records)

Student Name and Number	Grade	Incident Title	Incident Date & Time	Res ID	Res Name	Res Start Date & Time	Res End Date & Time	Attn Code	Attn Date	Race/ Ethnicity	Gender	504	Language Proficiency Service Types	Language Instruction Program EL Services	Home Primary Language
Student, Axel (123456)	11	Under the Influence of Alcohol	12/12/2019 11:57	1654006	Out of School Suspension - 5 to 10 Days	12/12/2019 11:59	12/20/2019 16:00	SUS	12/20/2019	07	M	N	0	00	eng
Student, Ben (234567)	10	Failure to Follow Rules	10/14/2019 12:42	1653252	ISS - In-School Suspension - Less than 1 Day	10/15/2019 07:00	10/15/2019 23:45	ISS	10/15/2019	04	M	N	5	FELL	spa
Student, Callie (345678)	09	Possession of Marijuana	11/19/2019 14:17	1653702	Out of School Suspension - 3 Days	11/20/2019 08:00	11/22/2019 15:31	SUS	11/22/2019	05	F	N	0	00	eng
Student, David (456789)	09	Possession of Marijuana	11/19/2019 14:17	1653702	Out of School Suspension - 3 Days	11/20/2019 08:00	11/22/2019 15:31	SUS	11/21/2019	05	F	N	0	00	eng
Student, Evelyn (567890)	09	Possession of Marijuana	11/19/2019 14:17	1653702	Out of School Suspension - 3 Days	11/20/2019 08:00	11/22/2019 15:31	SUS	11/20/2019	05	F	N	0	00	eng

Attendance Created from Behavior Resolutions Report Type

Column	Description	Location
Student Name and Number	The reporting student's name and student number.	Demographics > First Name, Last Name, Student Number Identity.firstName Identity.lastName Person.studentNumber
Grade	The reporting student's grade level.	Enrollments > Grade Student.grade
Incident Title	The title of the behavior incident tied to the behavior resolution which created an attendance record.	Behavior Management > Incident Detail Information > Incident Title BehaviorIncident.title
Incident Date & Time	The date and time in which the behavior incident was recorded.	Behavior Management > Incident Detail Information > Date of Incident, Time of Incident BehaviorIncident.timestamp
Res ID	The Resolution ID of the behavior resolution tied to the behavior incident.	Behavior Management > Incident Detail Information > Add Resolution > Resolution Details BehaviorResolution.resolutionID

Column	Description	Location
Res Name	The name of the behavior resolution.	Behavior Management > Incident Detail Information > Add Resolution > Resolution Details > Resolution Type BehaviorResolution.name
Res Start Date & Time	The time and date in which the behavior resolution began.	Behavior Management > Incident Detail Information > Add Resolution > Resolution Details > Resolution Start Date, Resolution Start Time BehaviorResolution.startDate
Res End Date & Time	The time and date in which the behavior resolution ended.	Behavior Management > Incident Detail Information > Add Resolution > Resolution Details > Resolution End Date, Resolution End Time BehaviorResolution.endDate
Attn Code	The attendance code of the attendance record(s) created by the behavior resolution.	Attendance > Code AttendanceExcuse.code
Attn Date	The date attendance records were created by the behavior resolution.	Attendance > Date Attendance.date
Race/Ethnicity	Reports the student's race/ethnicity code.	Demographics > State Race/Ethnicity Identity.raceEthnicity
Gender	Reports the student's gender.	Demographics > Gender Identity.gender

Column	Description	Location
504	Indicates whether the student has a 504 plan. This reports based on the student's active enrollment within the entered date range on the report editor. When the Section 504 checkbox is marked on the enrollment record, a value of Y reports. When the Section 504 checkbox is not marked on the enrollment record, a value of N reports.	Enrollments > Section 504 Enrollment.section504

Language Proficiency Service Types	Reports the student's EL Program Status/Service.
	
	A value of 4 reports when the student does not have a current or historical EL Service record (any state defined code) AND a Home Primary Language other than English (do not consider Service records that start after the effective date).
	
	When the student has an active EL record with an End Date that is null or equal to or after the Effective Date, report as follows:
	• A value of 1 reports when the student has an active EL Services record with a code of ESLNEP or BILNEP.
	• A value of 2 reports when the student has an active EL Services record with a code of ESLLEP or BLILEP.
	• A value of 5 reports when:
	  ○ The student has an active EL Services record of FELL OR
	  ○ The student has an active EL Services record of BLIFEP or ESLFEP AND
		English Learners (EL) > EL > Program Status
		
		Lep.programStatus

Column	Description	Location

	▪ EL program status of Exited EL AND ▪ Effective Date is on or after the Fourth Year Monitoring Date
	
	• A value of 6 reports when:
	  ○ The student has an active EL Services record of FEPM1 OR
	  ○ The student has an active EL Services record of BLIFEP or ESLFEP AND
	    ▪ EL program status of Exited EL AND
	    ▪ Effective Date is between Program Exit Date and First Year Monitoring Date or equal to Program Exit Date
	
	• A value of 7 reports when:
	  ○ The student has an active EL Services record of FEPM2 OR
	  ○ The student has an active EL Services record of BLIFEP or ESLFEP AND
	    ▪ El program status of Exited EL AND
	    ▪ Effective Date is between First Year Monitoring Date and Second Year Monitoring date or equal to First Year Monitoring Date.
	
	• A value of 8 reports when:
	  ○ The student has an active EL Services record of FEPE1 OR
	  ○ The student has an active EL Services record of BLIFEP or ESLFEP AND
	    ▪ EL program status	

Column	Description	Location

	of Exited EL AND
	- Effective Date is between Second Year Monitoring Date and Third Year Monitoring Date or equal to Second Year Monitoring Date
	• A value of 9 reports when:
	  ○ Student has an active EL Services record of FEPE2 OR
	  ○ Student has an active EL Services record of BLIFEP or ESLFEP AND
	    - EL program status of Exited EL AND
	    - Effective Date is between Third Year Monitoring Date and Fourth Year Monitoring Date or equal to Third Year Monitoring Date
	
	Otherwise, a value of 0 reports.	

Language Instruction Program EL Services	Reports the service type from the EL Service that was effective within the date range entered on the export editor. If there are no EL Services, a value of 00 reports.	English Learners (EL) > EL Services > Service Type LepServiceType.name
Home Primary Language	Reports the student's Home Primary Language.	Demographics > Home Primary Language Identity.homePrimaryLanguage