

# ISBE Early Childhood Programs

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Tool Search: ISBE Extracts

The ISBE Early Childhood Programs Extract reports data on students 3-5 years of age participating in Early Childhood Programs. [Student Early Learning](#) records are used to report data.

## Report Logic

Report all students with an active enrollment that has an Early Learning Program as follows:

- Starts on or between the Start and End Date on the Report Editor.
- Ends on or between the End Date of the Report Editor if it started before the Start Date.
- Pull only for the primary enrollment. If multiple enrollments are primary and active, then pull the most recent if running for more than one calendar.

Enrollment must be tied to a calendar selected in the extract editor.

Primary enrollments are reported first; partial and special education enrollments are included if the student does not have a primary enrollment in the selected calendar.

Students are NOT included when the:

- Enrollment record is marked as State Exclude or No Show.
- Grade level of enrollment is marked as State Exclude.
- Calendar of enrollment is marked as State Exclude.

Students must have an enrollment in State Grade 14 to be included.

# Report Editor

Field	Description
<b>Extract Type</b>	Selection indicates what extract is generated. For this extract, choose <b>Early Childhood Programs</b> .
<b>Start Date</b> <b>End Date</b>	Indicates the date range used to determine which students are included in the report. See the <a href="#">Report Logic</a> section for details.  Dates are entered in <i>mmddyy</i> format or can be chosen by using the calendar icon.
<b>File Identifier</b>	A numeric field that notes the number of times the report has been generated. This field is used in the File Naming Convention of the extract to be used when submitting the extract in the State Format (EC + RCDT or District Name + __ + MMDDYYYY_File Identifier).
<b>Students without State IDs</b>	When marked, the report returns students who do not have state IDs assigned.
<b>Strip Apostrophes</b>	When marked, the following marks are removed from student names and other reported data: <ul style="list-style-type: none"> <li>• Apostrophes ('), Commas (,), Periods (.)</li> <li>• Umlaut (Ö)</li> <li>• Tilde (Ñ)</li> <li>• Grave Accents (Ò), Acute Accents (Ó)</li> <li>• Circumflex (Ô)</li> </ul> <p>When not marked, these marks are not removed.</p>
<b>Report Protected Identities</b>	Student identity information (last name, first name, etc.) reports from the Protected Identity Information fields when marked.
<b>Format</b>	Determines how the report is generated. Use the <b>State Format (Comma Delimited)</b> when submitting the report to the state. Use the <b>HTML</b> or <b>Tab Delimited</b> option when reviewing data before state submission.  Note that the State Format omits column headings.
<b>Ad hoc</b>	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.
<b>Calendar Selection</b>	For the report to be generated, at least one calendar must be selected. Calendars can be chosen by <b>Active Year</b> , <b>School</b> , or <b>Year</b> . If a calendar is selected in the Campus toolbar, it is automatically selected.

Field	Description
<b>Report Generation</b>	The report can be generated immediately using the <b>Generate Extract</b> button. When a larger amount of data is chosen (several calendars, a large date range, etc.), use the <b>Submit to Batch</b> button, which allows the user to choose when the report is generated. See the <a href="#">Batch Queue</a> article for more information.

## Generate the Report

1. Select **Early Childhood Programs** from the **Extract Type** dropdown list.
2. Enter the desired **Start Date and End Date** in *mmddyyyy* format or by clicking the calendar icon and selecting a date.
3. Enter the **File Identifier**.
4. Check the **Students w/o stateIDs** checkbox, if desired, to include students without assigned state IDs in the report.
5. If desired, mark the **Strip Apostrophes** checkbox.
6. If desired, mark the **Report Protected Identities** checkbox.
7. Select the **Format**. Use HTML to review data prior to submission. When submitting data to the state, use the State Format (Comma Delimited).
8. Select an **Ad hoc Filter** to use as the student set in the report.
9. Select which **Calendar(s)** to include within the report.
10. Select the **Generate Extract** button or use the **Submit to Batch** option. The report will appear in a separate window in the designated format.

Header Records:1				
FileType	TotalRecords	FileName	SentDate	RCDS
Early Childhood Programs	323	Early Childhood Programs_31045300026_11132020_001.html	11/13/2020	310453000260000

  

Early Childhood Programs Records:323													
Student ID	SAP ID	Last Name	First Name	Birth Date	RCDS for Home School	RCDS Serving School	Program	Service Location	Service Type	Program Start Date	Program End Date	Reason For Ending Program	Provider Type
123456789	123456	Student	Amber	11/30/2016	310453000263001	310453000263001	07	07	07	08/13/2020	05/01/2021	99	TSE
234567890	234567	Student	Andrew	10/15/2015	310453000262021	310453000263001	02	01		08/13/2020			
345678901	345678	Student	Bethany	07/05/2017	310453000262009	310453000263001	01	01		08/13/2020			
456789012	456789	Student	Brian	07/05/2017	310453000262009	310453000263001	01	01		08/13/2020			
567890123	567890	Student	Callie	11/07/2016	310453000263001	310453000263001		01		08/13/2020			
678901234	678901	Student	Charles	01/12/2017	310453000263001	310453000263001		01		08/13/2020			
789012345	789012	Student	Daisy	05/10/2017	310453000263001	310453000263001		01		08/17/2020			
890123456	890123	Student	Dylan	06/26/2017	310453000263001	310453000263001		01		08/13/2020			

Early Childhood Programs - HTML Format

	A	B	C	D	E	F	G	H	I	J	K	L
1	Early Childhood	81	Early Childhood	11/13/2020	3.10453E+14							
2		123456	Student	Amber	6/5/2016	310453000262026	310453000263001	2	1		8/13/2020	
3		234567	Student	Andrew	6/5/2017	310453000262009	310453000263001	1	1		5/4/2020	
4		345678	Student	Bethany	10/13/2015	310453000263001	310453000263001	1	1		8/13/2020	
5		456789	Student	Brian	5/24/2017	310453000262012	310453000263001	2	1		8/13/2020	
6		567890	Student	Callie	5/16/2017	310453000262026	310453000262026	1	1		8/13/2020	
7		678901	Student	Charles	5/15/2017	310453000262021	310453000263001	1	1		8/13/2020	
8		789012	Student	Daisy	1/19/2016	310453000263001	310453000263001	1	1		8/13/2020	
9		890123	Student	Dylan	5/28/2017	310453000262025	310453000263001	2	1		8/13/2020	
10												
11												
12												

Early Childhood Programs - State Format (Comma Delimited)

FileType	TotalRecords	FileName	SentDate	RCDTs					
Early Childhood Programs	81	Early Childhood Programs_31045300026_11132020_001.tsv	11/13/2020	310453000260000					
Student ID	SAP ID	Last Name	First Name	Birth Date	RCDTs for Home School	RCDTs Serving School	School	Program	Service Location
123456		Student	Amber	06/05/2016	310453000262026	310453000263001	02	01	08/13/2020
234567		Student	Andrew	06/05/2017	310453000262009	310453000263001	01	01	05/04/2020
345678		Student	Bethany	10/13/2015	310453000263001	310453000263001	01	01	08/13/2020
456789		Student	Brian	05/24/2017	310453000262012	310453000263001	02	01	08/13/2020
567890		Student	Callie	05/16/2017	310453000262026	310453000262026	01	01	08/13/2020
678901		Student	Charles	05/15/2017	310453000262021	310453000263001	01	01	08/13/2020
789012		Student	Daisy	01/19/2016	310453000263001	310453000263001	01	01	08/13/2020
890123		Student	Dylan	05/28/2017	310453000262025	310453000263001	02	01	08/13/2020

Early Childhood Programs - Tab Delimited

# ISBE Early Childhood Programs Extract Layout

## Header Layout

Element	Description	Location
<b>FileType</b>	The name of the extract being generated. Will always report a value of <i>Early Childhood Programs</i> .	N/A
<b>Total Records</b>	The total amount of records generated.  <i>Numeric</i>	N/A
<b>File Name</b>	EarlyChildhoodPrograms_RCDT_Date_Fileidentifier.ext (or .csv, .txt)	N/A
<b>SentDate</b>	The date the extract was generated.  <i>MMDDYYYY</i>	N/A
<b>RCDTs</b>	The Region-County-District-Type-School code that uniquely identifies the school generating the extract.  <i>RRCCDDDDDTSSSS, 15 characters</i>	School & District Setup > District Information > State District Number, Type, Region Number, County; School & District Setup > School Information > State School Number  District.districtID District.county District.region School.number

## Extract Layout

Element	Description	Location
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Element	Description	Location
<b>State ID</b>	The student identifier assigned in the ISBE SIS.  <i>Numeric, 9 digits</i>	Demographics > Person Identifiers > State ID  Person.stateID
<b>Local SAP ID</b>	The Student ID number used by the school to identify the student within their local system.  <i>Numeric, 50 digits</i>	Demographics > Person Identifiers > Student Number  Person.studentNumber
<b>Legal Last Name</b>	The student's legal last name.  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.  <i>Alphabetical, 30 characters</i>	Census > People > Person Information > Last Name  Identity.lastName <hr/> Census > People > Identities > Protected Identity Information > Legal Last Name  Identity.legalLastName
<b>Legal First Name</b>	The student's legal first name.  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.  <i>Alphabetical, 30 characters</i>	Census > People > Person Information > First Name  Identity.firstName <hr/> Census > People > Identities > Protected Identity Information > Legal First Name  Identity.LegalfirstName
<b>Birth Date</b>	The student's date of birth.  <i>Date field, 10 characters</i>  <i>MM/DD/YYYY</i>	Demographics > Person Information > Birth Date  Identity.birthdate
<b>RCDS for Home School</b>	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.	District Information > State District Number, Type, Region Number, County  District.districtID District.county District.region <hr/> School Information > State School Number

Element	Description	Location
	<p><i>RRCCDDDDDTTSSSS, 15 characters</i></p>	<p>Enrollments &gt; State Reporting Fields &gt; Home School, Home District</p> <p>Enrollment.residentSchool Enrollment.residentDistrict</p>
<p><b>RCDTS for Serving School</b></p>	<p>The Region-County-District-Type-School code uniquely identifies the school/program where a student is educated.</p> <p><i>RRCCDDDDDTTSSSS, 15 characters</i></p>	<p>District Information &gt; State District Number, Type, Region Number, County</p> <p>District.districtID District.county District.region</p> <hr/> <p>School Information &gt; State School Number</p> <p>School.number</p> <hr/> <p>Enrollments &gt; State Reporting Fields &gt; Serving School</p> <p>Enrollment.serving School</p>
<p><b>Program</b></p>	<p>Reports the code selected for the Preschool Program where children ages 3-5 are provided educational services.</p> <p><i>Numeric, 2 digits</i></p>	<p>Program Participation &gt; Early Learning &gt; Programs</p> <p>EarlyLearning.setting</p>
<p><b>Service Location</b></p>	<p>Reports the code selected for the agency type where the student received the primary service.</p> <p><i>Numeric, 2 digits</i></p>	<p>Program Participation &gt; Early Learning &gt; Service Location</p> <p>EarlyLearning.location</p>
<p><b>Service Type</b></p>	<p>Reports the code selected for the type of service provided by the program.</p> <p><i>Numeric, 2 digits</i></p>	<p>Program Participation &gt; Early Learning &gt; Service Type</p> <p>EarlyLearning.serviceType</p>
<p><b>Program Start Date</b></p>	<p>Reports the start date of the program.</p> <p><i>Date field, 10 characters</i></p>	<p>Program Participation &gt; Early Learning &gt; Start Date</p> <p>EarlyLearning.startDate</p>

<b>Element</b>	<i>(MM/DD/YYYY)</i> <b>Description</b>	<b>Location</b>
<b>Program End Date</b>	Reports the end date of the program.  <i>Date field, 10 characters (MM/DD/YYYY)</i>	Program Participation > Early Learning > End Date  EarlyLearning.endDate
<b>Reason for Ending Program</b>	Reports the reason the program ended.  <i>Numeric, 2 digits</i>	Program Participation > Early Learning > Reason for Ending Program  EarlyLearning.exitReason
<b>Provider Type</b>	Reports the provider type for the program.  <i>Numeric, 3 digits</i>	Program Participation > Early Learning > Provider Type  EarlyLearning.providerType
<b>IEN</b>	Reports the Illinois Education Number for the teacher leading the program.  <i>Numeric, 10 digits</i>	Program Participation > Early Learning > EI Number  EarlyLearning.eiNumber
<b>Gateway Registry Member ID</b>	Reports the Gateway ID assigned to the staff person providing the Early Learning education.  <i>Numeric, 10 digits</i>	Program Participation > Early Learning > Gateway Registry Member ID  EarlyLearning.gatewayRegistryMemberID
<b>Provider Has a Gateways Credential</b>	Indicates the staff person has a Gateways Credential, used to show an individual's knowledge, skill and experience in caring for and educating children.  Reports a value of 01 (Yes) or 02 (No).  <i>Numeric, 2 digits</i>	Program Participation > Early Learning > Provider has a Gateways Credential  EarlyLearning.providerHasGatewaysCredential
<b>Provider Start Date</b>	Reports the start date of the provider.  <i>Date field, 10 characters (MM/DD/YYYY)</i>	Program Participation > Early Learning > Date Services Began  EarlyLearning.serviceStartDate
<b>Provider End Date</b>	Reports the end date of the provider.	Program Participation > Early Learning > Date Services Ended

Element	<i>Date field, 10 characters</i> <b>Description</b> <i>(MM/DD/YYYY)</i>	EarlyLearning.serviceEndDate <b>Location</b>
<b>Reason for Ending Provider</b>	Reports the code for the reason the provider assignment ended.  <i>Numeric, 2 digits</i>	Program Participation > Early Learning > Reason Ending Provider  EarlyLearning.exitReason