Transportation Report (Oklahoma) [.2211 - .2303]

Last Modified on 02/09/2023 9:25 am CST

> You are viewing a previous version of this article. See Transportation Report (Oklahoma) for the most current information.

Report Logic | Report Editor Options | Generate the Transportation Report | Transportation Report Layout

Classic View: OK State Reporting > Transportation Report

Search Terms: Transportation Report

The Transportation Report details the out-of-home placement information for each student, including the miles transported for more than 1.5 miles, less than 1.5 miles, and the bus route number.

Transportation Report

Report Logic

The report returns attendance data for the selected reporting period (quarter or semester) for the

selected calendars. Attendance is calculated as follows:

- **Present** when the total instructional minutes in the day is greater than **200**.

  - Attendance for the AM (first half of the day) is calculated by finding all periods with a Start Time that is on or before the first three hours of instructional minutes in the day.

    - If the student was present 120 minutes or more within the first three instructional hours, that student is counted as present.

  - Attendance for the PM (second half of the day) is calculated by finding all periods where the End Time is on or after the last three hours of instructional minutes in the day.
    - If the student was present 120 minutes or more within the last three instructional hours, that student is counted as present.

  - Period minutes are counted for all periods where the student is not marked as Absent or Absent/Exempt.

  - If the student is Absent or Absent/Exempt but a value other than 0 is entered for their Present Minutes on the Attendance tab, those minutes are also counted.

- **Present** when the total instruction minutes in the day is **200 or less**.
  - The student must be present for at least 120 instructional minutes in the entire day to be considered present for both AM and PM half-day periods.

  - Period minutes are counted for all periods where the student is not marked as Absent or Absent/Exempt.

  - If the student is Absent or Absent/Exempt but a value other than 0 is entered for their Present Minutes on the Attendance tab, those minutes are also counted.

- **Absent** when the total instructional minutes in the day is greater than **200**.

  - Attendance for the AM (first half of the day) is calculated by finding all periods with a Start Time that is on or before the first three hours of instructional minutes in the day.

    - If the Half Day Absence (Minutes) field on the student's Grade Level is populated (or on the Calendar if null), reports as absent if the student was absent for more than that many minutes. Otherwise, if the student was present for less than 120 minutes within the first three instructional hours, that student is counted as absent.

  - Attendance for the PM (second half of the day) is calculated by finding all periods where the End Time is on or after the last three hours of instructional minutes in the day.
    - If the Half Day Absence (Minutes) field on the student's Grade Level is populated (or on the Calendar if null), reports as absent if the student was absent for more than that many minutes. Otherwise, if the student was present for less than 120 minutes within the last three instructional hours, that student is counted as absent.

  - Period minutes are counted for all periods where the student is not marked as Absent or Absent/Exempt.

- If the student is Absent or Absent/Exempt but a value other than 0 is entered for their Present Minutes on the Attendance tab, those minutes are also counted.

- **Absent** when the total instruction minutes in the day is **200 or less**.
  - If the Whole Day Absence (Minutes) field on the student's Grade Level is populated (or on the Calendar if null), reports as absent if the student was absent for more than that many minutes. Otherwise, a student present for less than 120 instructional minutes in the entire day is considered absent for both AM and PM half-day periods.

  - Period minutes are counted for all periods where the student is not marked as Absent or Absent/Exempt.

  - If the student is Absent or Absent/Exempt but a value other than 0 is entered for their Present Minutes on the Attendance tab, those minutes are also counted.

Transportation is only reported for days that the enrolled student had an active transportation record.

Only students with a SIF Admission (Student Information > General > Enrollments > SIF Fields > Admission) value of the following are included: OHP1, OT, R, RVON, FOY, TO, RBDTD, and RBD.

If the student is assigned an Admission code that is NOT one of the above, the student's enrollment is not reported.

Report Editor Options

Field	Description
Calendar Reporting Period	The term options associated with the desired calendar selected for the report.
Start Date	The first date of the reporting period from which the data is being extracted. Dates are entered in *mmddyy* format, or use the calendar icon to select a date.
End Date	The last date of the reporting period from which the data is being extracted. Dates are entered in *mmddyy* format, or use the calendar icon to select a date.
Grade Level Sort Order	Determines how records are sorted by grade level. Options include the following: • FQSR/SAR: reports based on the Code selected for the Grade Level. • Grade Name: reports numeric grades first, then alphabetically. • Grade Sequence Number: reports numerically by sequence.
Format	Generate the report in PDF, CSV, or HTML format.
Ad hoc Filter	Limits students reported to those in the selected filter.

Field	Description
Display Totals Page	Generates an additional page providing totals by calendar.
Calendar Selection	At least one calendar needs to be selected in order to generate the report. Reports can be selected by Active Year, School or Year.
Report Generation	The extract can be generated immediately using the **Generate Report** button. Or, use the **Submit to Batch** button to select when the report is generated. See the Batch Queue article for more information on this functionality.

Generate the Transportation Report

1. Select the **Reporting Period** from the dropdown list.
2. Enter the **Start Date** for the report.
3. Enter the **End Date** for the report.
4. Select a **Grade Level Sort Order**.
5. The extract generates in *PDF* format by default. Select a different **Format** (*CSV* or *HTML*) if desired.
6. Select an **Ad hoc Filter** to limit students reported to those in an existing Ad hoc Filter.
7. Mark **Display Totals Page** to generate the report with an additional page at the end that provides totals summarized by calendar.
8. Select the **Calendar(s)** to include in the report.
9. Click the **Generate Report** button to view the report in the selected format.

Header Records:1

districtName	districtNum	county	endYear	schoolName	schoolNum	reportPeriod	periodStart	periodEnd	date	time
Public Schools	60I016	55	2011	10-11 HS	705	Quarter 1	09/01/2010	11/30/2010	01/31/2022	15:10:32

OK Transportation Report Records:1050

calendarName	grade	ID	studentName	ohp	transferredTransported	resident>1.5miles	resident<1.5miles	legallyTransported	otherTransported	busRoute
10-11 HS	10	12345	Student, Amber	0.0	0.0	57.0	0.0	57.0	0.0	100
10-11 HS	10	23456	Student, Ben	0.0	0.0	0.0	55.0	0.0	0.0	100
10-11 HS	10	34567	Student, Carly	0.0	0.0	57.0	0.0	57.0	0.0	100
10-11 HS	10	45678	Student, Drew	0.0	0.0	0.0	56.5	0.0	0.0	100
10-11 HS	10	56789	Student, Emma	0.0	0.0	54.5	0.0	54.5	0.0	100
10-11 HS	10	13664	Student, Franklin	0.0	0.0	55.5	0.0	55.5	0.0	100

Transportation Report - HTML Format

Transportation Report Layout

Elements	Description & Format	Campus Location

Elements	Description & Format	Campus Location
Grade	The Grade level in which the student is enrolled. Reports the mapped state grade level code. *Alphanumeric, 2 characters*	Student Information > General > Enrollments > General Enrollment Information > Grade Enrollment.grade System Administration > Calendar > Calendar > Grade Levels > State Grade Level Code
Student ID	The district-assigned student number. *Numeric, 7 digits*	Census > People > Demographics > Student Number Identity.studentNumber
Student Name	The student's last name and first name. *Alphanumeric, 50 characters*	Census > People > Demographics > Last Name, First Name Identity.lastName Identity.firstName
OHP	The number of days the student's transportation record was active if the student is considered Out of Home Placement. - If In Bus is not NULL and Admission is OHP1, report (End Date - Start Date) - Days Absent - Else 0.0 reports The Miles Transported field must not be null or 0 for this field to report. *Numeric, 4 digits, XX.X*	Calculated, not dynamically stored

Elements	Description & Format	Campus Location
Transferred Transported	The number of days the student's transportation record was active if the student is considered Emergency Transfer or Open Transfer. • If In Bus is not NULL and Admission is OT, report enrollment: (End Date - Start Date) - Days Absent • Else 0.0 reports The Miles Transported field must not be null or 0 for this field to report. *Numeric, 4 digits, XX.X*	Calculated, not dynamically stored
Resident > 1.5	Indicates the total days Resident students were transported 1.5 miles or more. • If In Bus is not NULL, Miles Transported is more than 1.5 and Admission code is R or RVON, report enrollment: (End Date - Start Date) - Days Absent • Else 0.0 reports This field only reports a value if the Admission Code selected on the student's enrollment is R or RVON. *Numeric, 2 digits*	Student Information > General > Transportation > In Bus and Miles Transported Transportation.inBus Transportation.milesTransported
Resident < 1.5	Indicates the total days Resident students were transported less than 1.5 miles. • If In Bus is not NULL, Miles Transported is less than 1.5 and Admission code is R or RVON, report enrollment: (End Date - Start Date) - Days Absent • Else 0.0 reports This field only reports a value if the Admission Code selected on the student's enrollment is R or RVON. *Numeric, 2 digits*	Student Information > General > Transportation > In Bus and Miles Transported Transportation.inBus Transportation.milesTransported

Elements	Description & Format	Campus Location
Legally Transported	Report the SUM of the Transferred Transported and Resident > 1.5 fields (Transferred Transported + Resident >1.5' = Legally Transported). Includes also any transportation from the Other Transported field for those students with an enrollment Admission Code = "FOY". This field matches the identical field on the Statistical Summary report. *Numeric, 2 digits*	Not dynamically stored
Other Transported	Indicates the total days transported for tuition admitted students. • If the student's In Bus is NOT blank, and Admission code is FOY, TO, RBD, or RBDTD, enrollment reports: (End Date - Start Date) - Days Absent • Else 0.0 reports The Miles Transported field must not be null or 0 for this field to report. *Numeric, 3 digits*	Not dynamically stored
Bus Route	The bus name and number recorded on the Bus Detail editor. *Numeric, 3 digits*	System Administration > Transportation > Buses > Number TransportationBus.number