

English Learners (EL) Extract (Kentucky) [.2223 - .2311]

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The English Learners (EL) Extract reports how many English Learners, (also known as LEP) students a school is serving during a specific time period. This data is used for NCLB reporting.

This report is not submitted to the state. Instead, the state generates state-wide EL Extract results. Districts should use this report on a regular basis to validate and clean up its EL data in preparation for state-centralized data collection.

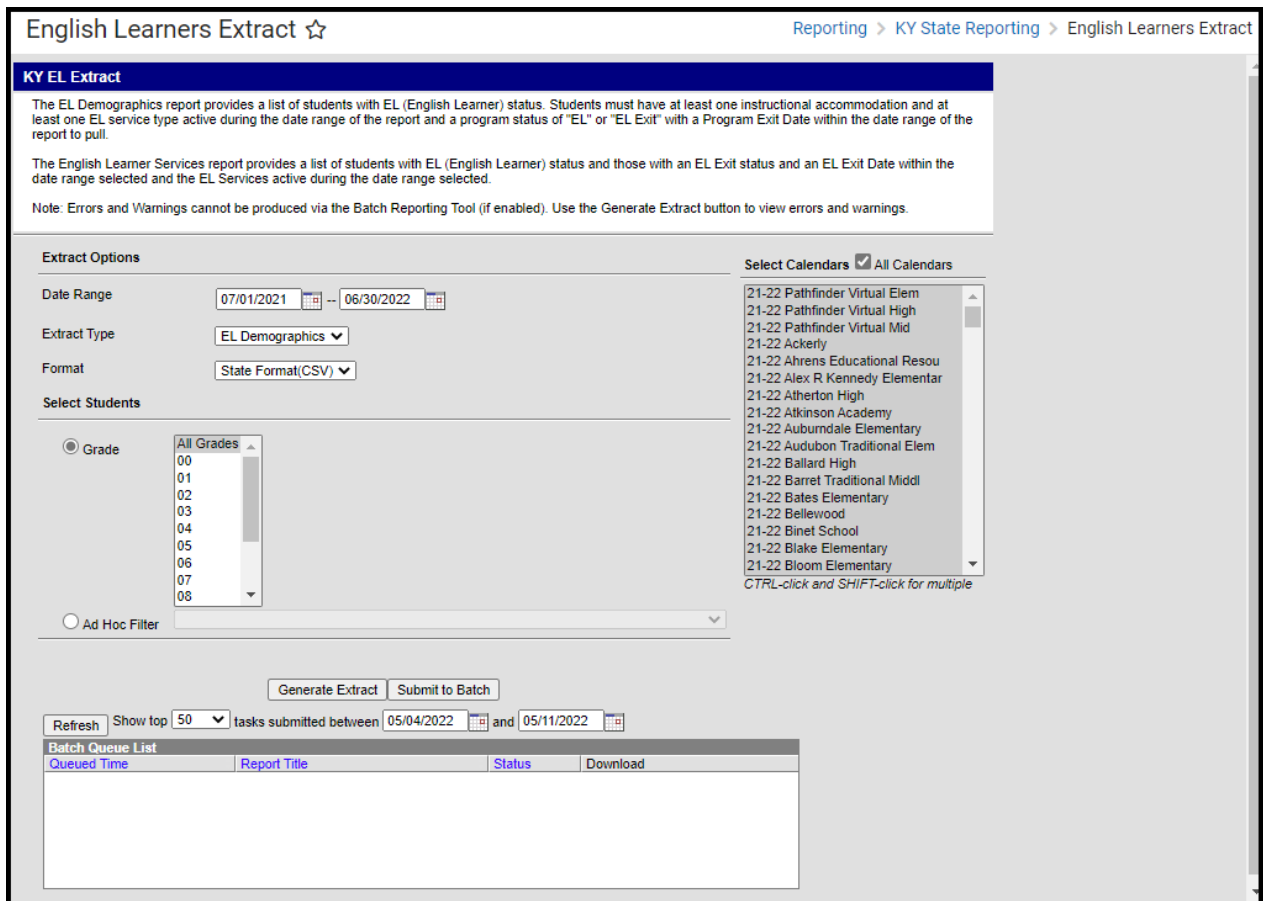


Image 1: EL Extract

Report Population Criteria

The following logic is used when reporting students in the EL Extract:

- The report produces a district-wide list of students who have an active EL record within the specified date range.
- Students must be in Grades 00-12 or Grade 14.
- Students must have been enrolled during that date range entered in the extract editor.
- Students must have an EL record with a Program Status = EL with an Identified Date ON or BEFORE the report end date
OR
Program Status = EL Exit with a program exit date within the date range of the report
- Students must have at least one EL Service Type with a date range that overlaps the date range specified in the extract editor.
 - If no end date is entered on the Service, the assumed end date is the last instructional day of the school year associated with the student's most recent enrollment.
- Students must have at least one EL Instructional Accommodation with a date range that overlaps the date range specified in the extract editor. Only accommodations marked Instructional are considered.
 - If no end date is entered on the Accommodations, the assumed end date is the last instructional day of the school year associated with the student's most recent enrollment.
- The student's Home Primary Language value must be anything but English (Census > People > Demographics > Home Primary Language).
- The report will include students who are withdrawn or inactive (via enrollment) if they continue to have an EL record with a status of "EL." Or "EL Exit" with a Program Exit Date within the date range of the report.
- The extract reports one record per student:
 - If the student only has a current EL record then that is the EL record reported in the extract.
 - If the student only has one historical active EL record then that is the EL record reported in the extract.
 - If the student has multiple active EL records, whether current and/or historical, the student will produce one record on the extract.
 - Preference will be given to the Current EL record, created in the district.
 - If the student only has multiple historical EL records that meet the reporting criteria
 - Report based on the EL with the most recent End Date
 - If End Date is equal, then, most recent Start Date
- Excluded calendars, grades, enrollments, and no show students are not included.
- If student has an EL Program Exit Date on the main EL Tab that is not in the current school year (as defined by July 01 - June 30 of the Year selected in the toolbar), they are excluded from the warning report and the extract.
- **State Edition Users:** One record is generated per district, per student. A record will report for each district that is reported in your District Edition version of the extract.

EL Demographics Population Logic

- Student must have an EL (English Learner) status
- At least one instructional accommodation
- At least one EL service type active during the date range entered on the extract editor
- A program status of 'EL' or 'EL Exit' with a Program Exit Date that falls within the date range entered on the extract editor.

EL Services Population Logic

- Student must have an EL (English Learner) status
- An EL Exit Status
- An EL Exit Date that falls within the date range entered on the extract editor
- An EL Service active during the date range entered on the extract editor

Report Editor

Editor Field	Description
Date Range	The range of dates from which students with active EL program participation are pulled for the district, regardless of calendar.
Extract Type	Select which extract type will report: Demographics or Services
Grade Level	The grade levels from which student data is pulled. Defaults to <i>All grades</i> .
Format	The format in which the report will generate. Options include <i>State Format (CSV)</i> or <i>HTML</i> . As this report is not submitted to the state, either format can be used for data review.

Generating the Report

1. Enter a **Date Range** in *mmdyyyy* format or by selecting the calendar icons.
2. Select which **Extract Type** will report.
 - **Demographics:** This report provides demographic data for all students who have an EL (English Learner) status and meet reporting criteria listed above.
 - **Services:** This report EL services information for all students who have an EL (English Learner) status and meet reporting criteria listed above.
3. Select the report **Format**.
4. Select which **Grade Level(s)** to be included in the report OR filter reported students based on an **Ad Hoc Filter**.
5. If being generated at the state level, select which districts to include in the report.
6. Select which calendars will report data.
7. Select how the report will be generated:
 - If Batch Queue reporting is enabled and the report should be batch reported, select the **Submit to Batch** button. The report will be sent to the Batch Queue List, where it will generate based on when it was scheduled to be completed. Once the report is complete, you can access the report by selecting **Get the Report** in the Download column of the Batch Queue List.
 - To generate the report immediately, select the **Generate Extract** button. The report will appear in the designated format.

KY EL Extract Records:17												
LeaNumber	DistrictName	SchoolNumber	SchoolName	StateStudentID	LastName	FirstName	MiddleInitial	BirthDate	StateGrade	Gender	Race/Ethnicity	HomeLanguage
301000	Knox County	022	Knox School			Joshua	M		10	M	7: Two or more races	1380 : Spanish
301000	Knox County	022	Knox School			Jocabet			12	F	1: Hispanic/Latino	1380 : Spanish
301000	Knox County	022	Knox School			Angel	D		08	M	1: Hispanic/Latino	1380 : Spanish
301000	Knox County	022	Knox School			Robiel			11	M	1: Hispanic/Latino	1380 : Spanish

Image 2: EL Extract - HTML Format

Warning and Errors Report

After users generate the EL Extract, a warning and errors report will appear, detailing all potential EL record issues which should be reviewed prior to generating the EL Extract. Once the warning report has been reviewed and EL record issues have been dealt with appropriately, select the **Click Here** (Image 3) button to initiate generation of the EL Extract.

This report does not generate via the **Submit to Batch** option. You must select **Generate Extract** in order to view this report.

<p>There are errors and/or warnings in the extract (See below) Click Here to generate the reports</p> <p>Error/Warning Table of Contents: (If warning/error count is 0, there are no warnings/errors to report.)</p> <p>Critical Error: The following records do not have a selection of at least one EL Service type which overlaps the date range specified in the extract editor. These students will NOT be included in the EL extract. (Number of Records:1)</p> <p>Critical Error: The following records do not have a selection of Instructional Accommodation. These students will NOT be included on the EL extract. (Number of Records:1)</p> <p>Critical Error: The following records have a Home Language selection of 0400: English. These students will NOT be included on the EL extract. (Number of Records:1)</p> <p>Warning: The following records have a Home Language selection of 1630: Other. The students will be included on the EL extract. (Number of Records:1)</p> <p>Critical Error: The following records do not have a selection of at least one EL Service type which overlaps the date range specified in the extract editor. These students will NOT be included in the EL extract. (Number of Records:1)</p> <table border="1"> <thead> <tr> <th>SchoolNumber</th> <th>SchoolName</th> <th>StateStudentID</th> <th>LastName</th> <th>FirstName</th> <th>MiddleInitial</th> </tr> </thead> <tbody> <tr> <td>410</td> <td>Knox High School</td> <td></td> <td></td> <td>JOSHUA</td> <td>C</td> </tr> </tbody> </table> <p>Critical Error: The following records do not have a selection of Instructional Accommodation. These students will NOT be included on the EL extract. (Number of Records:1)</p> <table border="1"> <thead> <tr> <th>SchoolNumber</th> <th>SchoolName</th> <th>StateStudentID</th> <th>LastName</th> <th>FirstName</th> <th>MiddleInitial</th> </tr> </thead> <tbody> <tr> <td>410</td> <td>Knox High School</td> <td></td> <td></td> <td>HASSAN</td> <td></td> </tr> </tbody> </table> <p>Critical Error: The following records have a Home Language selection of 0400: English. These students will NOT be included on the EL extract. (Number of Records:1)</p> <table border="1"> <thead> <tr> <th>SchoolNumber</th> <th>SchoolName</th> <th>StateStudentID</th> <th>LastName</th> <th>FirstName</th> <th>MiddleInitial</th> </tr> </thead> <tbody> <tr> <td>410</td> <td>Knox High School</td> <td></td> <td></td> <td>LEON</td> <td></td> </tr> </tbody> </table> <p>Warning: The following records have a Home Language selection of 1630: Other. The students will be included on the EL extract. (Number of Records:1)</p> <table border="1"> <thead> <tr> <th>SchoolNumber</th> <th>SchoolName</th> <th>StateStudentID</th> <th>LastName</th> <th>FirstName</th> <th>MiddleInitial</th> </tr> </thead> <tbody> <tr> <td>430</td> <td>Jesse High School</td> <td></td> <td></td> <td>JESUS</td> <td></td> </tr> </tbody> </table>						SchoolNumber	SchoolName	StateStudentID	LastName	FirstName	MiddleInitial	410	Knox High School			JOSHUA	C	SchoolNumber	SchoolName	StateStudentID	LastName	FirstName	MiddleInitial	410	Knox High School			HASSAN		SchoolNumber	SchoolName	StateStudentID	LastName	FirstName	MiddleInitial	410	Knox High School			LEON		SchoolNumber	SchoolName	StateStudentID	LastName	FirstName	MiddleInitial	430	Jesse High School			JESUS	
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SchoolNumber	SchoolName	StateStudentID	LastName	FirstName	MiddleInitial																																																
430	Jesse High School			JESUS																																																	

Image 3: EL Extract Warning and Errors Report

The following table describes each potential warning a user may encounter:

Warning Message	Logic	Reported Data
<p>Critical Error: The following records do not have a selection of at least one EL Service type which overlaps the date range specified in the extract editor. These students will NOT be included in the EL extract. (Number of Records: N)</p>	<ul style="list-style-type: none"> • Student otherwise qualifies for the EL Extract. • Student has <u>no</u> EL Service Type with a date range that overlaps the date range of the extract editor. <ul style="list-style-type: none"> ◦ If no end date on EL Service Type, assume to be the last instructional day of the year. <p>These students will not pull on the report.</p>	<ul style="list-style-type: none"> • School Number • School Name • SSID • Last Name • First Name • Middle Initial
<p>Critical Error: The following records do not have an Instructional Accommodation which is valid during the date range specified in the extract editor. These students will NOT be included on the EL extract.</p>	<ul style="list-style-type: none"> • Student otherwise qualifies for the EL Extract. • Student has <u>no</u> Instructional Accommodation with a date range that overlaps the date range of the extract editor. <ul style="list-style-type: none"> ◦ If no end date on Accommodation, assume to be the last instructional day of the year. <p>These students will not pull on the report.</p>	<ul style="list-style-type: none"> • School Number • School Name • SSID • Last Name • First Name • Middle Initial

Warning Message	Logic	Reported Data
Critical Error: The following records have a Home Primary Language selection of 0400: English. These students will NOT be included on the EL extract.	<ul style="list-style-type: none"> Student otherwise qualifies for the EL Extract. Student has a Census > Home Primary Language selection of 0400: English. <p>These students will not pull on the report.</p>	<ul style="list-style-type: none"> School Number School Name SSID Last Name First Name Middle Initial
Warning: The following records have a Home Primary Language selection of 1630: Other. The students will be included on the EL extract.	<ul style="list-style-type: none"> Student otherwise qualifies for the EL Extract. Student has a Census > Home Primary Language selection of 1630: Other. <p>These students will still pull on the report if they meet all other criteria.</p>	<ul style="list-style-type: none"> School Number School Name SSID Last Name First Name Middle Initial

EL Demographics Extract Layout

The table below defines all the elements reported in the EL Demographics Extract.

Element Name	Description	Type, Format and Length	Campus Database and UI Location
LEA Number	A nine-digit number identifying the district. LEA Number = County Code + District Code + 000 Logic joins the name of County in the County table to find the County Code.	Numeric, 9 digits	District.number System Administration > Resources > District Information > State District Number
District Name	The name of the district serving the student.	Numeric, 50 characters	District.name System Administration > Resources > District > Name

Element Name	Description	Type, Format and Length	Campus Database and UI Location
State School Number	A nine-digit number identifying the school. State District Number = County Code + District Code + School Code Logic joins the name of County in the County table to find the County Code.	Numeric, 9 digits	School.number System Administration > Resources > School > Location Number
School Name	The name of the school serving the student.	Alphanumeric, 40 characters	School.name System Administration > Resources > School > Name
State ID	The student's State ID.	Numeric, 10 digits	Person.stateID Census > People > Demographics > State ID
Last Name	The student's legal last name.	Alphanumeric, 40 characters	Identity.lastName Census > People > Demographics > Last Name
First Name	The student's legal first name.	Alphanumeric, 35 characters	Identity.firstName Census > People > Demographics > First Name
Middle Initial	The first letter of the student's middle name.	Alphanumeric, 1 character	Identity.middleName Census > People > Demographics > Middle Name
Birth Date	The date of birth of the student.	Alphanumeric, 10 digits MM/DD/YYYY	Identity.birthdate Census > People > Demographics > Birth Date
State Grade	The state grade level of the student's current enrollment record. This field uses State Grade Level on the Enrollment record and not Local Grade (which appears in the UI).	Alphanumeric, 2 characters	Enrollment.stateGrade Student Information > General > Enrollments > Grade

Element Name	Description	Type, Format and Length	Campus Database and UI Location
Gender	The gender of the student.	Alphabetic, 2 characters M or F	Identity.gender Census > People > Demographics > Gender
Race/Ethnicity	The student's federal race ethnicity code.	Numeric, 2 digits	Identity.raceEthnicity Census > People > Demographics > Race/Ethnicity > Federal Designation
Home Language	The primary language spoken in the student's home (reports both code and name).	Alphanumeric 30 characters	Identity.homePrimaryLanguage Census > People > Demographics > Home Primary Language
ISO Language Code	Displays the the International Organization for Standards (ISO) language code for the student's primary home language.	Alpha	Definition.ISO639-2Language Census > People > Demographics > Home Primary Language
Native American Language	The secondary language selection if Native American Language is designated as Home Language (reports both code and name).	Alphanumeric, 30 digits	Identity.languageALT Census > People > Demographics > Native American Language
Immigrant	Indicates if student is an immigrant.	Alphanumeric, 1 character Y or N	Enrollment.immigrant Student Information > General > Enrollments > State Reporting Fields > Immigrant

Element Name	Description	Type, Format and Length	Campus Database and UI Location
Migrant	<p>Indicates if student is a migrant.</p> <p>Logic is as follows:</p> <ul style="list-style-type: none"> • Reports 'Y' if the student is an Active Migrant, within the reporting district, at any point during the reporting range. <ul style="list-style-type: none"> ◦ Active Migrant is when the report date range overlaps the time period where the student is Migrant, between their Last Qualifying Arrival Date and Eligibility Expiration Date. • District ID is not pushed down from the Migrant record in State Edition. When running EL in District Edition the migrant record must overlap a primary enrollment in the district to report 'Y' <p>Prior to the 2019-2020 school year:</p> <ul style="list-style-type: none"> • Report the value selected in the Migrant dropdown list. <ul style="list-style-type: none"> ◦ Blank ◦ A: Active ◦ I: Inactive <p>Else, report 'N'</p>	<p>Alphanumeric, 1 character Y or N</p> <p>Prior to 2019-2020: Blank, I or A.</p>	<p>Calculated Ic_Migrant.lastQualifyingArrivalDate ic_Migrant.eligibilityExpirationDate</p> <p>Prior to 2019-2020: Enrollment.migrant</p> <p>Student Information > Program Participation > Migrant</p> <p>Prior to 2019-2020: Student Information > General > Enrollments > State Reporting Fields > Migrant</p>

Element Name	Description	Type, Format and Length	Campus Database and UI Location
Refugee	Indicates if student is a refugee.	Alphanumeric, 1 character Y or N	EnrollmentKY.refugee Student Information > General > Enrollments > State Reporting Fields > Refugee
Active Special Education	Indicates whether the student had an active, locked IEP on Dec 1 of the reporting year. If December 1 falls on a weekend, the IEP needs to have been active and locked on the Friday previous to December 1 (November 29th or November 30th).	Alphanumeric, 1 character Y or N	Calculated, not dynamically stored. Student Information > Special Ed > Documents > IEP > Education Plan > Start Date & End Date
Enrollment Start Date	The start date of the student's most recent Primary enrollment in district.	Date field, 10 characters	Enrollment.startDate Student Information > General > Enrollments > Start Date
Enrollment End Date	The student's most recent withdrawal date corresponding to their most recent Primary enrollment record.	Date field, 10 characters	Enrollment.endDate Student Information > General > Enrollments > End Date
Total Days Enrolled	Total days enrolled calculated by the start and end date of the student's most recent Primary enrollment record.	Numeric, 3 digits	Calculated, not dynamically stored.

Element Name	Description	Type, Format and Length	Campus Database and UI Location
% Enrolled	<p>The percent enrolled in the reporting district.</p> <p>This percentage is calculated as follows:</p> <ul style="list-style-type: none"> Total Days Enrolled / Total number of Instructional Days in the school calendar in which the student was enrolled = % Enrolled. Result is rounded to two decimal places. This field is represented as a decimal (i.e., 0.89). Only days in the student's own schedule structure are considered (i.e., the school has 3 schedule structures and the student is in Schedule A. Only days in Schedule A are considered). <p>Capped at 100%</p>	<p>Numeric, 3 digits</p> <p>#.##</p>	<p>Calculated, not dynamically stored.</p>
EL Program Status	<p>The student's English Learner program status. Possible reported values are:</p> <ul style="list-style-type: none"> EL Exited EL 	<p>Alpha</p>	<p>Lep.programStatus</p> <p>Program Participation > English Learners (EL) > EL > Program Status</p>
Program Exit Date	<p>Indicates when the student exited their EL Program. When the student's EL Program Status = Exited EL, logic reports the EL Exit Date that is within the report date range. Otherwise, this field reports blank.</p>	<p>MM/DD/YYYY</p>	<p>Lep.exitDate</p> <p>Program Participation > English Learners (EL) > EL > Program Exit Date</p>

EL Services Extract Layout

The table below defines all the elements reported in the EL Services Extract.

Element Name	Description	Type, Format and Length	Campus Database and UI Location
LEA Number	A nine-digit number identifying the district. LEA Number = County Code + District Code + 000	Numeric, 9 digits	District.number System Administration > Resources > District Information > State District Number
District Name	The name of the district serving the student.	Numeric, 50 characters	District.name System Administration > Resources > District > Name
State School Number	A nine-digit number identifying the school. State District Number = County Code + District Code + School Code	Numeric, 9 digits	School.number System Administration > Resources > School > Location Number
School Name	The name of the school serving the student.	Alphanumeric, 40 characters	School.name System Administration > Resources > School > Name
State ID	The student's State ID.	Numeric, 10 digits	Person.stateID Census > People > Demographics > State ID
Last Name	The student's legal last name.	Alphanumeric, 40 characters	Identity.lastName Census > People > Demographics > Last Name
First Name	The student's legal first name.	Alphanumeric, 35 characters	Identity.firstName Census > People > Demographics > First Name

Element Name	Description	Type, Format and Length	Campus Database and UI Location
Middle Initial	The first letter of the student's middle name.	Alphanumeric, 1 character	Identity. middleName Census > People > Demographics > Middle Name
State Grade	The state grade level of the student's current enrollment record. This field uses State Grade Level on the Enrollment record and not Local Grade (which appears in the UI).	Alphanumeric, 2 characters	Enrollment.stateGrade Student Information > General > Enrollments > Grade
Enrollment Start Date	The start date of the student's most recent Primary enrollment in district.	Date field, 10 characters	Enrollment.startDate Student Information > General > Enrollments > Start Date
Enrollment End Date	The student's most recent withdrawal date corresponding to their most recent Primary enrollment record.	Date field, 10 characters	Enrollment.endDate Student Information > General > Enrollments > End Date
EL Service	The student's EL Service that occurred within the date range. One row of data will report per unique EL Service received during the date range. The Service Type code and description are reported.	Alphanumeric	LEPService.service Student Information > Program Participation > English Learners (EL) > EL Services > Service Type
EL Service Start Date	The start date of the EL Service the student received during the date range.	Date field, 10 characters	LEPService.startDate Student Information > Program Participation > English Learners (EL) > EL Services > Service Type > Start Date
EL Service End Date	The end date of the EL Service the student received during the date range.	Date field, 10 characters	LEPService.endDate Student Information > Program Participation > English Learners (EL) > EL Services > Service Type > EndDate

Element Name	Description	Type, Format and Length	Campus Database and UI Location
EL Program Status	<p>The student's English Learner program status.</p> <p>Possible reported values are:</p> <ul style="list-style-type: none"> • EL • Exited EL 	Alpha	<p>Lep.programStatus</p> <p>Program Participation > English Learners (EL) > EL > Program Status</p>
Program Exit Date	<p>Indicates when the student exited their EL Program.</p> <p>When the student's EL Program Status = Exited EL, logic reports the EL Exit Date that is within the report date range. Otherwise, this field reports blank.</p>	MM/DD/YYYY	<p>Lep.exitDate</p> <p>Program Participation > English Learners (EL) > EL > Program Exit Date</p>