Cumulative Average Daily Membership (Oregon)

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Tool Search: Cumulative ADM

The Cumulative Average Daily Membership Report returns enrollment information, including the type and amount of instruction provided, and outcomes, such as graduation, for Oregon public school students. All students receiving public education in grades K-12 should report. This includes full-time and part-time, as well as those enrolled in Alternative Education, ESL (English as a Second Language), and PnP (Pregnant and Parenting) Programs.
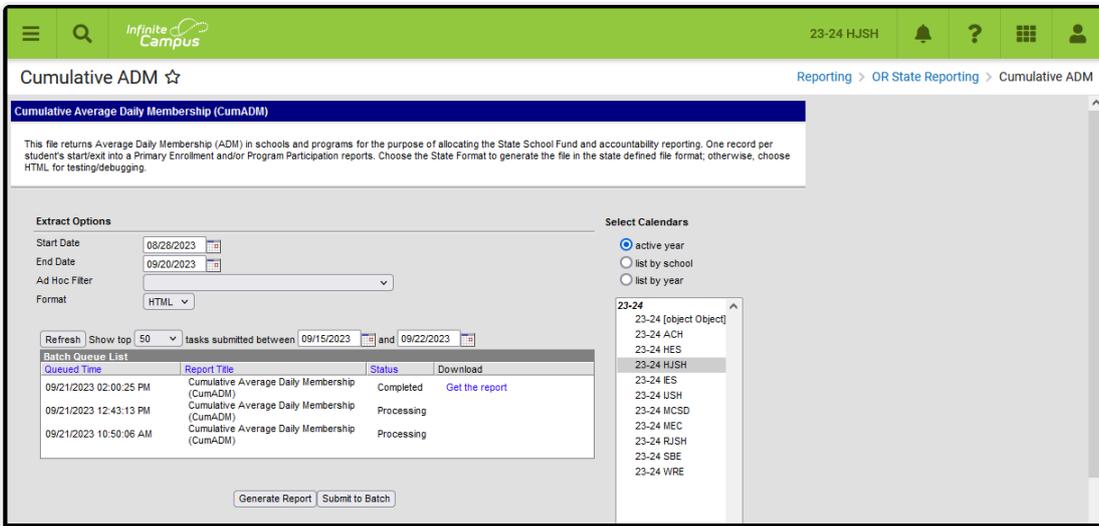
Cumulative ADM Report

Read - View and generate the Cumulative ADM File.
Write - N/A
Add - N/A
Delete - N/A

For more information about Tool Rights and how they function, see the Tool Rights article.

Report Logic

The Cumulative ADM Report returns student average daily membership for overlapping and non-overlapping enrollments when the student was actively enrolled on at least one date in the reporting range that is NOT marked as State Exclude on the calendar, the enrollment record or the grade level.

- Students must have an SSID in order to report.
- The Program Type field on the student's Enrollment record must be populated. When it isn't populated, a regular attendance record reports with an invalid Program Type value of 00.
- An End Date reports for all students. When a student has withdrawn from school or the program, that end date reports. When a student is still actively enrolled in the school, the End Date entered on the Report Editor reports.

One record per student's non-overlapping (consecutive) enrollments report. This reports as a Program Type of 01 when the Program Type field has a value of 01, 02, 03 or 05 selected. Otherwise, the selected Program Type reports.

A SINGLE record for overlapping (concurrent) enrollments reports for the PRIMARY enrollment. The Program Type returned is based on the Program Type selected on the student's PRIMARY enrollment. When there are no primary enrollments, the Partial enrollment reports; when there are no partial enrollments, the Special Education enrollment reports.

> See the Overlapping and Non-Overlapping Enrollments section for more information.

An **EL Program Participation** record reports when the student's EL record is active on at least one date in the reporting range based on the Identitifed Date and Exit Date. This record reports as Program Type 02. In addition, the student MUST be enrolled in at least one calendar on at least one date during the active Program Participation to report the program record. Overlapping EL records are not allowed.

A **Pregnant and Parenting** record reports when the student's Pregnant and Parenting record is active on at least one date in the reporting range based on the program start and dates. This record reports as Program Type 03. In addition, the student MUST be enrolled in at least one calendar on at least one date during the active Program Participation to report the program record. Overlapping Pregnant and Parenting records are not allowed.

A **Case Management (ADM)** records reports when the student's Case Management record is active on at least one date in the reporting range based on the program start and dates. This record reports as Program Type 05. Overlapping Case Management records are not allowed.

FTE

The single record returned for overlapping enrollments currently calculates only the reported enrollment's FTE. It is recommend users enter the student's total FTE for all school enrollments on the student's reporting Calendar Enrollment to override the partial FTE value reported in this instance.

Eligible Days for Reporting Attendance

Program Type 01, 02, 03 and 15 consider each date where the student is scheduled into at least one class marked as attendance-taking that is scheduled during at least one instructional period on/between the reported ADM Enroll Date and the reported ADM Enrollment End Date.

Program Type	Report Logic
Program Type 01 and 15	Reports the student's earliest (minimum) Enrollment Start Date (in the case of multiple) to either the extract editor end date or the student's latest (max) Enrollment End Date whichever comes first UNLESS the student is marked as absent for the first 10-days where the first instructional day the student has present time.
Program Type 02	Reports the student's EL Start Date or the Calendar Start Date whichever is most recent to either the extract editor end date or the student's EL End Date whichever comes first.
Program Type 03	Report the Student's Pregnant and Parenting Program Participation Start Date to either the extract editor end date or the student's Pregnant and Parenting Program Participation End Date whichever comes first.

Attendance Marks

Attendance marks are defined at the district level. The Cumulative ADM report looks at the Attendance Excuse mapping to determine whether the student's attendance mark counts as Absent or Present:

- Attendance Codes with a Status of Absent and an Excuse of Excused or Unexcused count as Absent.
- Attendance Codes with a Status of Absent and an Excuse of Exempt or Unknown count as Present.
- Attendance Codes with a Status of Tardy, Early Release, or Present, regardless of the Excuse selected; count as Present.

Report Editor

Data Element	Description
Start Date	Entered date determines the first day that average daily membership is calculated for students. Dates are entered in MMDDYYYY format or can be selected by clicking the calendar icon. This field populates with the earliest start date of all selected calendars.
End Date	Entered date determines the last day that average daily membership is calculated for students. Dates are entered in MMDDYYYY format or can be selected by clicking the calendar icon.
Ad hoc Filter	Select which students to include in the extract by choosing a filter that was created in the Filter Designer. Only those students included in the filter are included in the report.
Format	Determines in which format the report generates - CSV or HTML.

Data Element	Description
Calendar Selection	Select the calendar of enrollment from which to pull student data. Calendars can be chosen by the active year, by the school name or by the year. When submitting to the state, select ALL calendars.
Report Generation	To generate the report immediately, use the **Generate Extract** option. To choose when the report generates, use the **Submit to Batch** option. Submit to Batch is useful when generating the report for several calendars or for larger amounts of data being reported. See the Batch Queue article for more information.

Generate the Report

1. Enter the desired **Start Date.**
2. Enter the desired **End Date.**
3. Select an **Ad hoc Filter,** if desired.
4. Select the desired **Format.**
5. Select the desired **Calendar(s).**
6. Click the **Generate Extract** button to display the results of the report immediately, or click the **Submit to Batch** button to choose when the report generates.

CSV Format Examples

Cumulative ADM Report Starting with Field 1 - CSV Format

Cumulative ADM Report Starting with Fields Specific to ADM Calculation - CSV Format

HTML Format Examples

Cumulative Average Daily Membership Records:20															
ChkDigitStdntID	DistStdntID	ResdDistInstID	ResdSchlInstID	AttndDistInstID	AttndSchlInstID	InstFill	LgILNm	LgIFNm	LgIMNm	GnrtnCd	PrfrdLNm	PrfrdFNm	PrfrdMNm	BirthDtTxt	G
0012345678	964	2147	0820	2147	0820		Student	Asher			Student	Asher		06092006	M
0012345678	964	2147	0820	2147	0820		Student	Asher			Student	Asher		06092006	M
0012345678	1620	2147	0820	2147	0820		Student	Asher			Student	Asher		01242010	F
0012345678	1620	2147	0820	2147	0820		Student	Asher			Student	Asher		01242010	F
00234567890	5123	2147	0820	2147	0820		Student	Angela			Student	Angela		04182006	M
00234567890	5123	2147	0820	2147	0820		Student	Angela			Student	Angela		04182006	M
0034567890	1022	2147	0820	2147	0820		Student	Brynn			Student	Brynn		07132005	F

Cumulative ADM Report Starting with Field 1 - HTML Format

ill	ADMProgTypCd	ADMEnrlDtTxt	ADMEndDtTxt	ADMEndDtCd	ADMDiplomaTypCd	ADMWthdrFctrCd	ADMSessDays	ADMPrsntDays	ADMAbsntDays	ADMInstrctHrs	ADMFTE	ADMTuitionTypCd	RdEsntlSkillCd	R
	03	08282023			0	00	15	15.0	0.0	0	1.0		0	0
	10	08282023			0	00	0	0	0	88.70	0		0	0
	03	08282023			0	00	15	6.0	0.0	0	1.0		0	0
	14	08282023			0	00	0	0	0	0	00	P	0	0
	03	08282023			0	00	15	8.0	0.0	0	1.0		0	0
	04	08282023			0	00	0	0	0	0.77	0		0	

Cumulative ADM Report Starting with Fields specific to ADM Calculation - HTML Format

Report Layout

The following fields are the same on many Oregon state reports. Click the **Click to expand** link to view these fields.

▶ Click here to expand...

The following fields are unique to the Cumulative Average Daily Membership Report.

Data Element	Description	Location

Data Element	Description	Location
ADM Program Type Code	Reports the student's assigned Program Type. At least ONE record MUST always return based on the student's calendar enrollment of record: • When Program Type is not populated on the enrollment, a value of 00 reports. • When Program Type is populated with a code of 01, 04, or 06-16, that value reports. • When Program Type is 02, 03, or 05, a value of 01 reports. 02, 03, 05 records return ONLY when the student has a Program Participation Record. When these types report, at least two records report for the student - one for Program Participation and one for the standard attendance record. *Numeric, 2 digits*	Enrollment > State Reporting Fields > Program Type Enrollment.programType English Learners (EL) > Identified Date lep.identifiedDate Pregnant and Parenting > Start Date PregnantAndParenting.startDate Case Management > Start Date FundedProgram.startDate

Data Element	Description	Location
ADM Enrolled Date	Reports the student's Enrollment Start Date or Program Start Date. When a SINGLE record reports for multiple overlapping enrollments, the earliest instructional date from ALL selected enrollment calendars report. Regular attendance (Program Type 01) records report the **EnrollmentStart Date** UNLESS the student is absent for the first 10 consecutive instructional and attendance taking dates in which the student is enrolled. When the student meets the 10 day absent rule, the first instructional and attendance taking date on which the student is PRESENT reports. **Program Type 02** reports the **EL Identified Date**. When the EL Identified Date is prior to the Calendar Start Date, the calendar start date reports. **Program Type 03** reports the **Pregnant and Parenting Start Date**. When the Pregnant and Parenting Start Date is prior to the Calendar Start Date, the calendar start date reports. **Program Type 05** reports the **Case Management Start Date** reports. When the Case Management Date is prior to the Calendar Start Date, the calendar start date reports. Programs 02, 03, 05 reports the program start dates when they are on or after the earliest start date of all calendars selected. When the Program Start Dates are prior to the Calendar Start Date, the calendar start date reports. *Date Field, 8 characters (MMDDYYYY)*	Enrollments > State Reporting Fields > Program Type Enrollment.programType Enrollments > General Enrollment Information > Start Date Enrollment.startDate English Learners (EL) > Identified Date lep.identifiedDate Pregnant and Parenting > Start Date PregnantAndParenting.startDate Case Management > Start Date FundedProgram.startDate

Data Element	Description	Location
ADM Enrollment **End Date**	Reports the weekday following the student's enrollment end date or program end date. - The end date must fall on or between the calendar start date and the end date entered on the extract editor to report a value. - When there is no end date entered on the enrollment or the program records, this field reports the end date selected in the extract editor. **Program Types 00, 01, 04, 06-16** report the first Monday - Friday date AFTER the Enrollment End Date reports. **Program Type 02 r**eports the first Monday - Friday date AFTER the EL End Date. **Program Type 03** reports the date AFTER the Pregnant and Parenting End Date. **Program Type 05** reports the date AFTER the Case Management Start Date. *Date Field, 8 characters (MMDDYYYY)*	Enrollments > State Reporting Fields > Program Type Enrollment.programType Enrollments > General Enrollment Information > End Date Enrollment.endDate English Learners (EL) > Program Exit Date lep.endDate Pregnant and Parenting > End Date PregnantAndParenting.endDate Case Management > End Date FundedProgram.endDate

Data Element	Description	Location
ADM Enrollment End Date Code	Reports the Enrollment End Status. When the ADM End Date field reports the end date selected on the extract editor AND the student's grade maps to a State Grade Level Code of 07, 08, 09, 10, 11, or 12, a value of 1A reports. When the ADM End Date field reports a student's enrollment end date: • AND Program Type is 01, 04-16 AND the mapped state grade level is 07-12 or AE, the mapped state code reports based on the Enrollment End Status on the student's enrollment record. • AND Program Type is 01, 04-16 AND the mapped state grade level is NOT 07-12 or AE, reports a value of 00. • AND Program Type is 02, 03 or 13, reports a value of 00. When a single record reports for multiple overlapping enrollments, the Exit Reason reports from the same Primary enrollment from which the exit date reports. *Numeric, 2 characters*	Enrollments > State Reporting Fields > Program Type Enrollment.programType Enrollments > General Enrollment Information > Local End Status, State End Status Enrollment.endStatus
ADM Diploma Issued Type Code	Reports the assigned Diploma Type from the student's Graduation record. **Program Types 01, 04, 06-12, 14-16** reports only when the End Date Code (Enrollment End Status) is 4A, 4F or 4G. Otherwise, a value of 0 (zero) reports. **Program Types 02, 03, 05, or 13** report a value of 0 (zero). *Numeric, 1 digit*	Enrollments > State Reporting Fields > Program Type Enrollment.programType Graduation > General Graduation Information > Diploma Type Graduation.diplomaType

Data Element	Description	Location
ADM Withdrawal Factor Code	Reports the student's Withdrawal Factor code from the student's Enrollment record. **Program Types 01 or 04-16** report only when the Enrollment End Date Code (Enrollment End Status) reports a value of 3A: Withdrew for Personal or Academic Reasons. **Program Type 02, 03 or 05** reports a value of 00. *Numeric, 2 digits*	Enrollments > State Reporting Fields > Withdrawal Factor Enrollment. withdrawFactor

Data Element	Description	Location
ADM Session Days	Reports the total number of calendar days marked instructional and attendance-taking for the reporting period. Session Days is a cumulative count of days marked as Instructional AND Attendance in the selected calendar(s) from the beginning of the school year through the end of the reporting period. Session Days checks for distinct dates between the start/end dates of the reported record (days between enrollment start/end dates for each group of enrollments or the days between the program start/end dates) that overlap the instruction/attendance days in the reported calendars. **Program Type 01 and 15** reports the number of Instructional and Attendance days from the student's Calendar Start Date to either the End Date entered on the report editor or the Calendar End Date, which ever comes first. **Program Type 02** reports the number of Instructional and Attendance days on or between the student's EL Identified Date to either the End Date entered on the report editor orthe student's EL End Date, whichever comes first. **Program Type 03** reports the number of Instructional and Attendance days from the PnP Start Date to either the End Date entered on the report editor or the student's PnP End Date, whichever comes first. **Program Type of 04, 05-14 or 16** reports a value of 0. *Numeric, 3 digits*	Calculated value, data not stored

Data Element	Description	Location
ADM Present Days	Reports the total number of days the student is present (e.g., does not have any days where they are recorded as having an Attendance Code mapped to a Status of Absent and an Excuse of Excused or Unexcused or Unknown). Attendance Codes mapped to a Status of Absent and an Excuse of Exempt count as Present. Attendance records with a status of Tardy, Early Release, or Present also count as Present. Students must be scheduled into at least one course that is marked as Attendance AND in at least one instructional period that is on or between the student's reported ADM Enrolled Date to either the reported ADM Enrollment End Date or the End Date entered on the report editor, whichever comes first. Attendance reports in whole and half day increments for most records. Students must be present for 50% or more of their scheduled morning to count as present in the morning (0.5) AND students must be present for 50% of more of their scheduled afternoon to count as present in the afternoon (0.5). See the Present Days Calculation section for more information. **Program Type of 04-14 or 16** reports a value of 0 (zero). *Numeric, 5 digits*	Calculated value, data not stored
ADM Absent Days	Reports the number of days the student was recorded as absent (with an excuse of Excused or Unexcused or Unknown) from school during the reporting period. Students must be scheduled into at least one course that is marked as	Calculated value, data not stored

Data Element	Description	Location
	Attendance AND in at least one instructional period that is on or between the student's earliest Enrollment Start Date or Program Start Date to either the End Date entered on the report editor OR the student's latest Enrollment End Date or Program End Date, whichever comes first. Students not scheduling into an instructional/attendance taking course report a value of 0 (zero). See the Absent Days Calculation section for more information. **Program Type of 04-14 or 16** reports a value of 0 (zero). **Program Type of 01** reports when the student meets the FIRST 10-DAY RULE where the student was marked as ABSENT (excused/unexcused) for each of the FIRST 10 consecutive instructional/attendance-taking dates the student is enrolled AND the Enrollment Start Date is the first instructional date in the calendar that the student is NOT marked absent, the only dates considered are those on or after the reported Start Date value. **Program Type of 02** reports the total number of dates where the student is NOT marked for a full day of absence on or between the student's EL Identified Date or the Calendar Start Date, (whichever is most recent) to either the End Date entered on the report editor or the student's EL Exit Date, whichever comes first. **Program Type of 03** reports the total number of dates between the student's Pregnant and Parenting Date to either the End Date entered on the report editor or the student's Pregnant and Parenting End Date, whichever comes	

Data Element	Description	Location
	Program Type of 15 reports the total number of dates between the student's Enrollment Start Date to either the End Date entered on the report editor or the student's Enrollment End Date, whichever comes first. Any portion of a day of attendance for a student enrolled in a Half Day Kindergarten program reports as one day of attendance. - A student marked as absent for a full day is counted as 1. - A student marked as present for any portion of their day is counted as 0 (zero). *Numeric, 5 digits*	
ADM Instructional Hours	Reports the total number of hours the student was scheduled into an instruction and attendance-taking course and was not marked as absent (excused or unexcused). When the student meets the FIRST 10-DAY RULE where the student was marked as ABSENT (excused/unexcused) for each of the FIRST 10 consecutive instructional/attendance-taking dates the student is enrolled AND the Enrollment Start Date is the first instructional date in the calendar that the student is NOT marked absent, the only dates considered are those on or after the reported Start Date value. Program Types **01-03** and **13-15** report as 0 (zero). Program Types **04** and **06-10**, no more than one hour per day per course can be claimed. The student must be present to be included. When the class meets for less than one hour of instruction, the	Calculated value, data not stored

Data Element	Description	Location
	total number of minutes is counted. - When the class meets for more than one hour or exactly one hour, that class counts as 60 minutes of instruction. - The total instruction minutes from all dates the student is scheduled in the reporting enrollments of record during the reporting range is counted, then divided by 60. Hours are rounded to the nearest hundredth using standard rounding rules. Program Type **05** reports based on the number of hours entered on the Case Management record. - When the End Date on the report editor is on or before October 31, the hours entered in the Period 1 field report. - When the End Date on the report editor is on or between November 1 and January 31, the value of hours entered into Period 1, PLUS Period 2 report. - When the End Date on the report editor is on or between February 1 and April 30, the value of hours entered into Period 1, PLUS Period 2, PLUS Period 3, report. - When the End Date on the report editor is AFTER May 1, the value of hours entered into Period 1, PLUS Period 2, PLUS Period 3, PLUS Period 4 report. Program Types **11, 12**, and **16:** - Only students in Grade Levels of 11 or 12 should be marked with a Program Type **11** (Expanded Options). All credits on these enrollments are assumed to be earned through Expanded Options coursework. - Enrollments marked with a Program Type of **12** (College Coursework Not Expanded	

Data Element	Description	Location

	Options) are assumed to only contain classes that are college coursework and earn both high school and college credit.
	
	 • All instructional courses in which the student is scheduled into on/between the **reported ADM Enroll Date** and the **reported ADM Enrollment End Date** are considered. Then, the Section Schedule Placement grid is used:
	   ○ When the section is scheduled for half of the year (one semester or two quarters) or more, each course credit is counted as 1.5 credit hours.
	   ○ When the section is scheduled for less than half of the year (one quarter, one trimester), each course credit is counted as 1 credit hour.
	   ○ The grand total of Calculated Credit Hours reports for each unique instance of ALL sections in which the student is scheduled during the report range.
	
	 Numeric, 7 digits	

ADM Full Time Equivalency	Reports the student's **Full Time Equivalency** entered on the State Reporting Enrollment record. Program Types **02** or **03** report as **1.0.** Program Types of **04-12** and **16** report as **0.** Program Type **13** (Student enrolled, but membership data not available) reports as blank. Program Type **14** (Student not enrolled; received credential/other outcome) reports as **00**. Program Types or **01** or **15:**	Enrollments > State Reporting Fields > FTE Enrollment.fte

Data Element	Description	Location
	• Reports the student's Full Time Equivalency selected on the student's Primary Enrollment record reports. - When 00 is selected, FTE reports as 0.0. - When 05 is selected, FTE reports as 0.5. - When 10 is selected, FTE reports as 1.0. • When the FTE value is NOT selected, FTE calculates as follows: - Program Type of **15** (Half-time Kindergarten): - Scheduled students report as **1.0.** - Students who are NOT scheduled report as **0.0.** - Program Type **01** (Standard) reports based on all classes into which the student is scheduled: - Students who are scheduled to participate in more than one-half of the full-day program (Calendar Period Schedule) are given an FTE of **1.0**. - Those students who are scheduled to participate in one-half or less of the full-day program are given an FTE of **0.5**. *Numeric, 3 digits (X.X)*	

Data Element	Description	Location
ADM Enrolled Tuition Type Code	Reports the Tuition Type from from the student's Enrollment record, Pregnant and Parenting record or Case Management record. **Program Type 13** reports as blank. **Program Type 14** reports as P. Otherwise, the Tuition Type reports from the student's Enrollment of record, Pregnant and Parenting Program Participation record or Case Management Program Participation record. • When a student has multiple overlapping enrollments, the Tuition Type reports from the same enrollment as the reported End Date. *Alphanumeric, 1 character*	Enrollments > State Reporting Fields > Tuition Type Enrollment.tuitionPaid Pregnant and Parenting > Tuition Type PregnangAndParenting.tuitionType Case Management > Tuition Type FundedProgram.serviceSetting
Reading Assessment of Essential Skill Code	Reports the Reading Essential Skills Code entered on the student's Graduation record. **Program Type of 02, 03, 13 or 14** reports a value of 0 (zero). **Program Type of 01, 04-12, 15, or 16** reports the assigned code. When not populated, a value of 0 (zero) reports. *Numeric, 1 digit*	Graduation > State Reporting Graduation Fields > Reading Essential Skill Code Graduation.gradPathReading

Data Element	Description	Location
Reading Assessment of Essential Skill Administration Date	Reports the date the student was assessment for Reading Essential Skills entered on the student's Graduation record. **Program Types 02, 03, 13 or 14** report a value of 0 (zero). **Program Type of 01, 04-12, 15, or 16** report the entered date. When not populated, a blank value reports. *Date field, 8 characters (MMDDYYYY)*	Graduation > State Reporting Graduation Fields > Reading Essential Skill Date Graduation.gradPathReadingDate
Writing Assessment of Essential Skill Code	Reports the Writing Essential Skills Code entered on the student's Graduation record. For students who report a **Program Type of 02, 03, 13 or 14**, a value of 0 (zero) reports. For students who report a **Program Type of 01, 04-12, 15, or 16**, reports the assigned code. When not populated, a value of 0 (zero) reports. *Numeric, 1 digit*	Graduation > State Reporting Graduation Fields > Writing Essential Skill Code Graduation.gradPathWriting
Writing Assessment of Essential Skill Administration Date	Reports the date the student was assessment for Writing Essential Skills entered on the student's Graduation record. **Program Type of 02, 03, 13 or 14** reports a value of 0 (zero) reports. **Program Type of 01, 04-12, 15, or 16** reports the entered date. When not populated, a blank value reports. *Date field, 8 characters (MMDDYYYY)*	Graduation > State Reporting Graduation Fields > Writing Essential Skill Date Graduation.gradPathWritingDate

Data Element	Description	Location
Speaking Assessment of Essential Skill Code	Reports the Speaking Essential Skills Code entered on the student's Graduation record. **Program Type of 02, 03, 13 or 14** reports a value of 0 (zero). **Program Type of 01, 04-12, 15, or 16** reports the assigned code. When not populated, a value of 0 (zero) reports. *Numeric, 1 digit*	Graduation > State Reporting Graduation Fields > Speaking Essential Skill Code Graduation.gradPathSpeaking
Speaking Assessment of Essential Skill Administration Date	Reports the date the student was assessment for Speaking Essential Skills entered on the student's Graduation record. **Program Type of 02, 03, 13 or 14** reports a value of 0 (zero). **Program Type of 01, 04-12, 15, or 16** reports the entered date. When not populated, a blank value reports. *Date field, 8 characters (MMDDYYYY)*	Graduation > State Reporting Graduation Fields > Speaking Essential Skill Date Graduation.gradPathSpeakingDate
Mathematics Assessment of Essential Skill Code	Reports the Mathematics Essential Skills Code entered on the student's Graduation record. **Program Type of 02, 03, 13 or 14** reports a value of 0 (zero). **Program Type of 01, 04-12, 15, or 16** reports the assigned code. When not populated, a value of 0 (zero) reports. *Numeric, 1 digit*	Graduation > State Reporting Graduation Fields > Mathematics Essential Skill Code Graduation.gradPathMath

Data Element	Description	Location
Mathematics Assessment of Essential Skill Administration Date	Reports the date the student was assessment for Mathematics Essential Skills entered on the student's Graduation record. **Program Type of 02, 03, 13 or 14** reports a value of 0 (zero). **Program Type of 01, 04-12, 15, or 16** reports the entered date. When not populated, a blank value reports. *Date field, 8 characters (MMDDYYYY)*	Graduation > State Reporting Graduation Fields > Speaking Essential Skill Date Graduation.gradPathMathDate
Essential Skill Filler	**Program Type of 01-12, 15, 16** reports blank value. **Program Type of 14** reports a value of 0 (zero).	N/A
District Special Education Program Flag	Reports a value of Y when the student has a locked IEP or a Data Plan that is active on at least one date on or between the Calendar Start Date and the first school day in May where the Federal Placement value is 32-41. **Program Type of 14** reports a value of 0 (zero). *Alphanumeric, 1 character (Y or 0)*	Special Ed > Documents > IEP (locked), Data Plan plan.IEP

Data Element	Description	Location
Resident School Full Academic Year (FAY)	Indicates whether the student was enrolled in the selected calendar for the full school year. **Program Type of 01-13, 15, or 16**: • When the report is generated prior to the first instructional day in May, a value of N reports. • When the student is not enrolled on the first instructional day in May, a value of N reports. • When the student has been enrolled for more than 50% of the days in their primary calendar of enrollment as of the first instructional day in May, reports a value of Y. • Otherwise a value of N reports. **Program Type of 14** reports value of 0 (zero). *Alphanumeric, 1 character (Y, N or 0)*	Calculated value, data not stored
Resident District Full Academic Year (FAY)	Indicates whether the student was enrolled in the district for the full school year. **Program Type of 01-13, 15, or 16**: • When the report is generated prior to the first instructional day in May, a value of N reports. • When the student is not enrolled on the first instructional day in May, a value of N reports. • When the student has been enrolled for more than 50% of the days in any calendar of enrollment that is not state excluded as of the first instructional day in May, reports a value of Y. • Otherwise a value of N reports. **Program Type of 14** reports a value of 0 (zero). *Alphanumeric, 1 character (Y, N or 0)*	Calculated value, data not stored

Data Element	Description	Location
Calculated Average Daily Membership (ADM) Amount	Reports the Calculated Average Daily Membership (ADM) Amount. See the Calculated Average Daily Membership (ADM) Amount section below for detailed information. *Numeric, 4 digits*	Calculated value, data not stored
Calculated Enrollment End Date Code	Reports the student's calculated Enrollment End Date Code. This is a manual adjustment made when the districts have received data from the state during the Exit Adjustment Window. **Program Type of 01-13, 15, or 16** reports a blank value. **Program Type of 14** reports a value of 0 (zero). *Numeric, 4 digits*	Calculated value, data not stored
Military Connected Student Flag	Reports whether the student's guardians are on active military duty. **Program Type of 01-13, 15, or 16** reports a value of Y when the student has a Parent or Guardian that has a Military Connections record that is active on the End Date entered on the report editor AND the Status is Active Duty Deployed or Active Duty, Not Deployed. **Program Type of 14** reports a value of 0 (zero). *Alphanumeric, 1 character (Y or N)*	Military Connections > Status MilitaryConnections.status
ADM Filler	**Program Type of 01-13, 15, or 16** reports a blank value. Program Type of 14 reports a value of 0 (zero). *Numeric, 1 digit*	N/A

Additional Cumulative ADM Information

Overlapping and Non-Overlapping Enrollments

The following provides examples for how a student reports with different enrollment scenarios.

Example 1. Student enrolled and withdrew in the district multiple times during the reporting period.

▸ Click here to expand...

Example 2. Student has TWO PRIMARY Enrollments

▸ Click here to expand...

Example 3. Student has TWO Enrollments, only one is Primary

▸ Click here to expand...

Present Days Calculation

Program Types **04-14** and **16**, reports as 0.

Program Type **15**:

- **Half-time Kindergarten students DO NOT report with Half Days of absence** .
  - Days on which the student is Marked FULL-day absent count as 0 (Present).
  - Days on which the student is present for any portion of their scheduled day count as 1.0 (present).

Program Types **01, 02 and 03**:

- **Full-time students MAY report with Half Day of absence:**
  - Students present for more than half of the morning count as (0.5) present for the morning AND students present for more than half of the afternoon count as (0.5) present in the afternoon.
    - To determine whether the class is considered a morning or an afternoon class, logic calculates the total minutes that the student is presnet prior to or after 12 noon:
      - When 50/50, count as a morning class.
      - Otherwise count as morning or afternoon class depending on which side contains the most scheduled minutes.

- **Calculation Detail:**
  - Days on which the student is Marked FULL day absent count as **0** (present).
  - Days on which the student is FULL-day present *(NOT marked Absent)* count as **1.0** (present).
  - Days where the student is more than or equal to 50% present in their morning classes AND more than or equal to 50% present in their afternoon classes, **count as 1.0 (present).**
  - Days where the student is less than 50% present in their morning classes AND more than or equal to 50% present in their afternoon classes, **count as 0.5 (present).**
  - Days where the student is more than or equal to 50% present in their morning classes AND less than 50% present in their afternoon classes, **count as 0.5 (present).**
  - Days where the student is less than 50% present in their morning classes AND less than 50% present in their afternoon classes, **count as 0.0 (present).**

Absent Days Calculation

Program Types **04-14 and 16** report as 0 (zero).

Program Type **15**:

- **Half-time Kindergarten students DO NOT report with half days of absence** .
  - Days on which the student is not Marked FULL day absent count as **1.0 (absent).**
  - Days on which the student is present for any portion of their scheduled day count as **0 (absent).**

Program Types **01, 02 and 03**:

- **Full-time students MAY report with Half Day of absence:**
  - Students absent for half or more of their morning classes count as (0.5) absent for the morning AND students absent for half or more of their afternoon count as (0.5) absent in the afternoon.
  - To determine whether the class is considered a morning or an afternoon class, look at how many minutes occur prior to or after 12 noon:
    - When 50/50, count as a morning class.
    - Otherwise count as morning or afternoon class depending on which side contains the most scheduled minutes.
- **Calculation Detail:**
  - Days on which the student is Marked FULL day absent count as **1.0 (absent).**
  - Days on which the student is FULL-day present *(NOT marked Absent)* count as **0 (absent).**
  - Days where the student is more than or equal to 50% absent in their morning classes AND more than or equal to 50% absent in their afternoon classes, **count as 1.0 (absent).**
  - Days where the student is **l**ess than 50% present in their morning classes AND more than or equal to 50% present in their afternoon classes, **count as 0.5 (absent).**
  - Days where the student is more than or equal to 50% absent in their morning classes AND less than 50% absent in their afternoon classes, **count as 0.5 (absent).**
  - Days where the student is less than 50% absent in their morning classes AND less than 50% absent in their afternoon classes, **count as 1.0 (absent).**

Calculated Average Daily Membership (ADM) Amount

Program Types 13 and 14 report as 0.

Program Types 04-12 and 16 report as blank.

Program Types 01, 02, and 03 report the Actual Days Present value (field 58) plus the Actual Days Absent value (field 59) divided by the Actual Session Days (field 57) multiplied by the student's FTE value equals the student's ADM.

Program Type 15 reports the Actual Days Present value (field 58) plus the Actual Days Absent value (field 59) divided by the Actual Session Days (field 57) multiplied by a value of 1.0 equals the student's ADM.

- Days on which the student is Marked FULL-day absent**, count as 1.0 (absent).**
- Days on which the student is FULL-Day present (NOT marked Absent), **count as 0** (absent).
- For all other situations, **look at the student's schedule:**
  - **0.5 FTE (part-time) students should NOT report with 1/2 Days of absence** :
    - When the student is ONLY scheduled into classes that are scheduled during periods that are active any time prior to 12 noon (morning) AND
      - None of these periods are marked absent, **count as 0**.
      - At least one of these periods are marked absent, **count as 1.0.**
    - When the student is ONLY scheduled into classes that are scheduled during periods that are active any time after 12 noon (afternoon) AND
      - None of these periods are marked absent, **count as 0.**
      - At least one of these periods are marked absent, **count as 1.0**.
  - **1.0 FTE (full-time) students MAY report with 1/2 Day of absence:**
    - When the student is more than or equal to 50% present in the morning (prior to 12 noon) AND more than 50% present in the afternoon (after 12 noon), **count as 0.0 (absent)**.
    - When the student is less than 50% present in the morning (prior to 12 noon) AND more than 50% present in the afternoon (after 12 noon), **count as 0.5 (absent)**.
    - When the student is more than or equal to 50% present in the morning (prior to 12 noon) AND less than 50% present in the afternoon (after 12 noon), **count as 0.5 (absent)**.
    - When the student is less than 50% present in the morning (prior to 12 noon) AND less than 50% present in the afternoon (after 12 noon), **count as 1.0 (absent)**.
  - Reports TOTAL calculated days of minutes that occur prior to or after 12 noon:
    - When 50/50 count as a morning class.
    - Otherwise count as morning or afternoon depending on which side contains the most scheduled minutes.

Required Fields by Program Type

The following table lists which fields are considered "required" by the state based on the reported Program Type. These fields may not necessarily be a required selection in the product. See the

Enrollments article for descriptions of the Program Types.

▶ Click here to expand...