PMR Detail Report (North Carolina)

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Tool Search: NC PMR Extract

The **PMR (Principal's Monthly Report) Detail** contains enrollment, membership, and attendance information. It is collected by NCDPI at the end of each school month for nine months and is used as the source data for calculating the following:

- Average Daily Membership
- Average Daily Attendance
- Initial Enrollment
- Membership Last Day

Only information from enrollments with a Service Type of Primary is included.

See the NC Principals Monthly Report Extract article for information on required data setup, report logic, tool rights, and more.

NC PMR Extract - PMR Detail Editor

Report Editor

Data Element	Description
Setup	
Search Calendars	Use the search field to narrow the list of calendars to select. Use the Expand All/Collapse All option. Place a checkbox next to the desired school and calendars. As noted previously, all calendars are automatically selected because this is a school-wide report.
Show Active Year Only	When set to ON, only those calendars for the school year are available for selection. When set to OFF, all calendars from all school years are available for selection based on the user's tool rights.
Report Options	
Extract Type	Determines which PMR report generates. For this instance, select **PMR Detail**.
School Month Sequence	Indicates which School Month is being reported. Select one school month from the list. In Campus, *PMR Intervals* are called *School Months*.
Ad hoc Filter	Allows selection of a filter that was previously created. Only students included on the selected filter return on the report.
Output Options	
Report Processing	This is a complex report and requires several minutes to create the data snapshot. Because of this, it always needs to be generated using the **Submit to Batch** option. The Batch Queue processing can be used for both the report generation and the report review, allowing results to be reviewed at a later time. The Snapshot being compared is taken at the same time as the PMR summary and only students who report on the PMR summary are used in the counts. Submitting to Batch is useful when generating the report for several calendars or for more significant amounts of reported data. See the Batch Queue article for more information.
Format Type	Determines in which format the report generates - CSV or HTML.

Follow this workflow for generating the PMR Extract.

1. Generate the PMR Summary.
2. Generate the Data Validation Reports.

3. Regenerate the PMR Summary.
4. Review the PMR Summary.
5. Submit Verification the PMR Summary.
6. Generate the remaining PMR Extracts.

Generate the Report

Review the PMR Getting Started information for important setup, tool rights, report logic and workflow processes BEFORE generating the report.

1. Select **PMR Detail** from the **Extract Type** field.
2. Select the appropriate **School Month** from the dropdown list.
3. Choose an **Ad hoc Filter** to return only the student information included in the selected filter.
4. Select **Submit to Batch Queue**.
5. Select the desired **Format Type**.
6. Mark the desired **Queue Options.**
7. Click **Review**. The report displays in the selected format.

PMR Detail Records:7

PSU	SchoolNumber	SchoolName	EndYear	PMR_Month	Submitted	SchoolMonthStartDate	SchoolMonthEndDate	CalendarInstructionalMinutes	StudentLastName	StudentFirstName	StudentID	Ethnicity	Sex	Summary
090	090368	West Bladen High	2024	1	1	08/28/2023	09/22/2023	360	Student	Amber	123456789	Black	F	Standard
090	090368	West Bladen High	2024	1	1	08/28/2023	09/22/2023	360	Student	Brian	234567890	Hispanic	M	Standard
090	090368	West Bladen High	2024	1	1	08/28/2023	09/22/2023	360	Student	Charles	345678901	White	F	Standard
090	090368	West Bladen High	2024	1	1	08/28/2023	09/22/2023	360	Student	Donna	456789012	White	F	Standard
090	090368	West Bladen High	2024	1	1	08/28/2023	09/22/2023	360	Student	Erik	567890123	Two Or More Races	F	Standard
090	090368	West Bladen High	2024	1	1	08/28/2023	09/22/2023	360	Student	Fiona	678901234	Black	M	Standard
090	090368	West Bladen High	2024	1	1	08/28/2023	09/22/2023	360	Student	Giles	789012345	White	M	Standard

PMR Detail Report - HTML Format

Report Layout

Data Element	Description	Location
PSU	Reports the first three digits of the school's Public School Unit number of the selected school. *Numeric, 3 digits*	District Information > State District Number District.number

Data Element	Description	Location
School Number	Reports the unique state school number of the selected school. *Numeric, 6 digits*	School Information > State School Number School.number
School Name	Reports the name of the selected school from the editor. *Alphanumeric, 20 characters*	School Information > School Name School.name
End Year	Reports the last four digits of the school year selected. *Numeric, 4 digits*	Calendar Information > End Date Calendar.endDate
PMR Month	Reports the numeric value of the selected School Month from the report editor. When the PMR Interval is validated along with another PMR Interval, the school month plus the letter R (e.g., 1R). *Numeric, 1 digit*	School Month > Name SchoolMonth.name
Submitted	When the data for the report has been verified (submitted to the state), a value of 1 reports. Otherwise, this column is blank. *Numeric, 1 digit*	N/A
School Month Start Date	Reports the start date of the selected School Month. *Date Field, 10 characters (MM/DD/YYYY)*	School Month > Start Date SchoolMonth.startDate
School Month End Date	Reports the end date of the selected School Month. *Date Field, 10 characters (MM/DD/YYYY)*	School Month > End Date SchoolMonth.endDate

Data Element	Description	Location
Calendar Instructional Minutes	Reports the total number of instructional minutes assigned to the calendar. *Numeric, 3 digits*	Calendar Information > Student Day (Instructional Minutes) Calendar.studentDay
Student Last Name	Reports the student's Last Name. The Legal Last Name value reports when populated in the Protected Identity Information. *Alphanumeric, 30 characters*	Identities > Identity Information > Last Name Identities.lastName Identities > Identity Information > Protected Identity Information > Legal Last Name Identities.legalLastName
Student First Name	Reports the student's First Name. The Legal First Name value reports when populated in the Protected Identity Information. *Alphanumeric, 30 characters*	Identities > Identity Information > First Name Identities.firstName Identities > Identity Information > Protected Identity Information > Legal First Name Identities.legalFirstName
Student State ID	Reports the student's state-assigned Identification number. *Numeric, 10 digits*	Demographics > Person Identifiers > Student State ID Person.stateID
Ethnicity	Reports the student's Race/Ethnicity. *Alphanumeric, 10 characters*	Demographics > Person Information > Race/Ethnicity Identity.raceEthnicity

Data Element	Description	Location
Sex	Reports the student's designated sex. The Birth Sex value reports when populated in the Protected Identity Information. *Alphanumeric, 1 character (M or F)*	Identities > Identity Information > Sex Identities.gender Identities > Identity Information > Protected Identity Information > Birth Sex Identities.legalGender
Summary Group	Reports the student's State Grade Level group. *Alphanumeric, 8 characters*	N/A
State Grade	Reports the Grade Level State Code for the student's grade level. *Alphanumeric, 3 characters*	Grade Level Setup > State Grade Level Code Enrollments > General Enrollment Information > Grade Enrollment.grade
Admission Status	Reports the student's assigned Admission Status from their enrollment record. *Alphanumeric, 4 characters*	Enrollments > State Reporting Fields > Admission Status Enrollment.admissionStatus
Start Status	Reports the student's enrollment State Start Status. *Alphanumeric, 2 characters*	Enrollments > General Enrollment Information > State Start Status Enrollment.stateStartStatus
End Status	Reports the student's enrollment State End Status. *Alphanumeric, 2 characters*	Enrollments > General Enrollment Information > State End Status Enrollment.stateEndStatus
Enrollment Start Date	Reports the start date of the enrollment record. *Date field, 10 characters (MM/DD/YYYY)*	Enrollments > General Enrollment Information > Start Date Enrollment.startDate

Data Element	Description	Location
Transfer Days Override	Reports the number of days the student's membership is reduced at the receiving school for the days that were accounted for by the previous school. *Numeric, 2 digits*	Enrollments > State Reporting Fields > Year-Round Transfer Days Override Enrollment.yearRoundTransferDaysOverride
Effective Start Date	Indicates the date the student begins to count in membership based on the Enrollment Start Date minus the Transfer Days Override value. *Date field, 10 characters (MM/DD/YYYY)*	N/A
Enrollment End Date	Reports the end date of the enrollment record. *Date field, 10 characters (MM/DD/YYYY)*	Enrollments > General Enrollment Information > End Date Enrollment.endDate
Primary Enrollment	Indicates this is the student's primary enrollment. *Alphanumeric, 1 character (Y or N)*	Enrollments > General Enrollment Information > Service Type Enrollment.serviceType

Data Element	Description	Location
ADA	Reports the Average Daily Attendance, based on the sum of the number of days in attendance for all students divided by the number of days in the school month, rounded to the nearest hundredth. For PK grade levels, this ADA calculation displays as N/A. **ADA is only calculated for the days a student is actively enrolled.** **Calculation:** ADM equals (MEM day NVIO) divided by (the days in the School Month). MEM day NVIO refers to Attendance Codes 1H, 1M, 1S, 1R, 1Q, 1X, 1L, 2L or present. *Numeric, 5 digits*	Calculated value

Data Element	Description	Location
ADM	Reports the Average Daily Membership for all students using the Basic PMR Calculation. Student Membership Days NVIO is divided by the number of days in the school month and rounded to the nearest hundredth for each student. The ADM on the PMR Student Detail is specific to the student and represents ALL their enrollments within that school's school month. When the student has multiple enrollments in the same school that overlap the same school month, the student's PMR Detail (ADA, ADM, MEM Days NVIO, MEM Days VIO, Days Absent) will be the same for both detail records (one detail record for each enrollment). When the student has two enrollments within the same school month with different grade levels, both records will be summarized under the more advanced grade level. **ADM is only calculated for the days a student is actively enrolled.** **Calculation:** ADA equals (days present) divided by (the days in the School Month) Days Present refers to both on-site and remote (1R) *Numeric, 5 digits*	Calculated value

Data Element	Description	Location
E1	Reports the aggregated number of enrollments where the Enrollment Start Status is **E1: Initial Enrollment - This Year**. This count also includes enrollment statuses of **R5: Re-Enroll - previous W1.** Logic only looks at the specific enrollment records, not the summary status totals. *Numeric, 5 digits*	Enrollments > State Start Status Code Enrollment.stateStartStatus
E2	Reports the aggregated number of enrollments where the Enrollment Start Status is **E2: Initial Enrollment from non-NC Public School**. This count also includes enrollment statuses of **R6: Re-Enroll - previous W2.** Logic only looks at the specific enrollment records, not the summary status totals. *Numeric, 5 digits*	Enrollments > State Start Status Code Enrollment.stateStartStatus
R1	Reports the aggregated number of enrollments where the Enrollment Status is **R1: Re-Entry - previous in W1**. Logic only looks at the specific enrollment records, not the summary status totals. *Numeric, 5 digits*	Enrollments > State Start Status Code Enrollment.stateStartStatus

Data Element	Description	Location
R2	Reports the aggregated number of enrollments where the Enrollment Start Status is **R2: Transfer within the same LEA**. Logic only looks at the specific enrollment records, not the summary status totals. *Numeric, 5 digits*	Enrollments > State Start Status Code Enrollment.stateStartStatus
R3	Reports the aggregated number of enrollments where the Enrollment Start Status is **R3: Transfer from another LEA**. Logic only looks at the specific enrollment records, not the summary status totals. *Numeric, 5 digits*	Enrollments > State Start Status Code Enrollment.stateStartStatus
Start Status Total	Reports the aggregated sum of the values reported in the previous five fields. *Numeric, 5 digits*	Calculated value
W1	Reports the aggregated number of enrollments where the Enrollment End Status is **W1: Transfer Withdrawal**. Logic only looks at the specific enrollment records, not the summary status totals. *Numeric, 5 digits*	Enrollments > State End Status Code Enrollment.stateEndStatus

Data Element	Description	Location
W2	Reports the aggregated number of enrollments where the Enrollment End Status is **W2: Early Leaver Withdrawal.** Logic only looks at the specific enrollment records, not the summary status totals. *Numeric, 5 digits*	Enrollments > State End Status Code Enrollment.stateEndStatus
W3	Reports the aggregated number of enrollments where the Enrollment End Status is **W3: Death.** Logic only looks at the specific enrollment records, not the summary status totals. *Numeric, 5 digits*	Enrollments > State End Status Code Enrollment.stateEndStatus
W4	Reports the aggregated number of enrollments where the Enrollment End Status is **W4: Early Completer/Midyear Grad.** Logic only looks at the specific enrollment records, not the summary status totals. *Numeric, 5 digits*	Enrollments > State End Status Code Enrollment.stateEndStatus
W2T	Reports the aggregated number of enrollments where the Enrollment End Status is **W2T: Community College Adult High School (CCAHS).** Logic only looks at the specific enrollment records, not the summary status totals. *Numeric, 5 digits*	Enrollments > State End Status Code Enrollment.stateEndStatus

Data Element	Description	Location
End Status Total	Reports the aggregated sum of the values reported in the previous five fields. *Numeric, 5 digits*	Calculated value
MEM Last Day NVIO	Reports the total of the values reported in the previous fields using the following calculation: SUM (E1,E2,R1,R2,R3 minus W1,W2,W3,W4,W2T) *Numeric, 5 digits*	Calculated value
MEM Last Day VIO	Reports the aggregated sum of all enrollments as of the last day for students who have 10 consecutive absences marked as unexcused AND are absent on the following 11th day for any reason. *Numeric, 5 digits*	Calculated value
MEM Days NVIO	Reports the sum of the values reported for MEM Days VIO + Days Present + Days Absent Non-1H/1M/1S. *Numeric, 5 digits*	Calculated value
MEM Days VIO	Reports the total days of all reported enrollments for students who have 10 consecutive absences marked as unexcused AND are absent on the following 11th day for any reason. *Numeric, 5 digits*	Calculated value.
Instructional Days	Reports the total number of instructional days included in the school month.	Calculated value.

Data Element	Description	Location
Days Present On Site	Reports the total membership days using the Basic PMR Calculation. *Numeric, 5 digits*	Calculated value.
Days Present Off Site (1H, 1M, 1Q, 1S)	Reports the total membership days absent using the Basic PMR Calculation AND the student's attendance event does not have a State Attendance Code is NOT 1H, 1M, or 1S. *Numeric, 5 digits*	Calculated value.
Days Present Remote (1R)	Reports the total membership days absent using the Basic PMR Calculation AND the student's attendance event has a State Attendance Code is 1R. *Numeric, 5 digits*	Calculated value.
Total Days Present	Reports the total membership days the student was counted as present.	Calculated value.
Days Absent	Reports the total membership days the student was marked absent. *Numeric, 5 digits*	Calculated value.
Percent On-Site	Reports the percentage of all present days where the Attendance State Code is NOT **1R: Present Off-Site** using the Basic PMR Calculation. *Numeric, 5 digits*	Calculated value.

Data Element	Description	Location
Percent Off-Site	Reports the percentage of all present days where the Attendance State Code is **1R: Present Off-Site** using the Basic PMR Calculation. *Numeric, 5 digits*	Calculated value.
Generated Time	Reports the time the data was generated. *Alphanumeric, 15 characters (MM/DD/YYYY, HH:MM AM/PM)*	Calculated value
Verified Time	Reports the time the user clicked Submit Verification. *Alphanumeric, 15 characters (MM/DD/YYYY, HH:MM AM/PM)*	Calculated value

Next Steps

Generate one of the other reports to review PMR information:

- PMR Summary
- PMR Detail
- Students Not Included in the PMR Summary
- GRS Summary
- GRS Detail
- PMR Best 1 of 2