

# Special Education Program Reporting Period Attendance (Texas v4.0)

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**Tool Search Term:** Ed-Fi

## Object Triggering Logic

Action	Trigger
POST	<p>Report attendance for each school the student has a Student School Association record for.</p> <p>Reports attendance from associated Attendance Periods:</p> <ol style="list-style-type: none"> <li>1. Date Range of reporting period is the Attendance Start Date through Attendance End Date.</li> <li>2. Exclude any attendance/membership found between Exclude Start Date and Exclude End Date.</li> </ol> <p>Student must have an ADA eligibility record that is active in the reporting range.</p> <ul style="list-style-type: none"> <li>• ADA eligibility = 1/2/3/4/5/6</li> </ul> <p>Active and locked IEP during the reporting period.</p> <p>A change of school within the Attendance Period will cause a record for each school to report.</p> <p>A change in grade level within the Attendance Period will cause a record for each grade level to report.</p> <ul style="list-style-type: none"> <li>• The total days reported for each data element on the record is the total for that specific reporting period. If a student has multiple entries and withdrawals in the same grade in the same school on the same instructional track during a specific reporting period, only one record is required and the total days for each data element are reported.</li> </ul> <p>Do not send record if attendance records are associated with:</p> <ul style="list-style-type: none"> <li>• An enrollment marked as State Exclude or No Show.</li> <li>• A Calendar when the Exclude checkbox is marked.</li> <li>• A School when the Exclude checkbox is marked.</li> </ul>
PUT	Attendance data is changed within a reported Attendance Period.
DELETE	If enrollment that affects the attendance range is deleted.

## Logic for Counting Days of Absence

There is an "Attendance Snapshot Time" designated in System Admin > Calendar > Calendar for each School.

Students who are marked absent in the period that contains the snapshot time are considered absent for the day.
Students who are marked present in the period that contains the snapshot time are considered present for the day.
Attendance marks in any other period do not count.
Students with ADA Eligibility = 2, 5, or 6 count one-half day of absence or presence for each instructional day.
If a number is entered into Present Minutes for a period, use that number to calculate the total minutes, regardless of what attendance code is entered.
If there is no attendance code/a Present code/an Absent-Exempt code and no minutes entered into the Present Minutes, use the Period Start and End times to calculate the number of minutes Present, adding together the instructional minutes from any instructional period in which the student is scheduled into an attendance taking course, when the student does not have an attendance code with a Status/Excuse of Absent/Excused, Absent/Unexcused, Absent/Unknown, or teacher-entered absence.

## Scope Year

### Business Rules

Attendance records will only send to the school year that the incident date is aligned to based on the School Year Start and End dates.

If School Year Start Date is NULL, 7/1/xxxx will be the default start date used.  
If School Year End Date is NULL, 6/30/xxxx will be the default end date used.

Data will only send for the years that have valid configuration.

## Object Data Elements

Data Element Labels in bold are part of the Natural Key and are required data elements for Data to send to Ed-Fi.

<b>Data Element Label</b>	<b>Business Requirement</b>	<b>Logic</b>	<b>M, C, or, O</b>	<b>Location</b>
id	The unique identifier of the resource.		M	
calendarCode	A unique campus calendar of	Report an identifying number for the number of Calendars in a particular school	M	Scheduling & Courses > Calendar

	calendar of school days for a particular group of students on a campus. Students with the same instructional track have the same number of days taught in a particular reporting period at a campus.	<p>in a particular school.</p> <p>If there is only 1 Calendar for a School, report 00.</p> <p>If there is more than 1 Calendar for a school, report Track Number of 00 for the first Calendar listed and a Track of 01 for the 2nd Calendar listed in the School, and count up from there.</p>		Calendar Setup > Calendar Information
gradeLevel Descriptor		Report the student's Grade from the most current Enrollment.	M	Enrollments > General Enrollment Information > Grade
reportingPeriod Descriptor		<p>Report the Sequence of the School Month (Attendance or Reporting Period).</p> <p>EX: First 6 Week Reporting Period reports '1'</p>	M	Scheduling & Courses > Calendar Setup > Attendance Periods
schoolReference		Reports the fields part of the Natural Key for the School resource.	M	
studentReference		Reports the data that is part of the Natural Key for the Student resource	M	
numberDays Taught	Indicates the number of days of instruction offered, as shown on the school calendar, during a particular reporting period.	<p>Report the number of instructional days in the Report.</p> <p>The number of instructional days in the Attendance Period or Reporting Period (School Month).</p> <p>This represents the actual number of instructional days in the school/track calendar for a specific reporting</p>	M	Scheduling & Courses > Calendar Setup > Attendance Periods

		period.  All students in a particular school/track will have the same number of days taught.		
Instructional Setting Descriptor	Identifies the setting used to provide instruction to students.	Report mapped Ed-Fi Code from Special Ed Setting.	M	Special Ed > Documents > Enrollment Status > Special Ed Setting  AND  General > Enrollments > Special Education Fields AND Course > Section
EligibleDays Present InInstrSetting	Indicates the number of days the student was eligible and present in a designated instructional setting during a particular reporting period.	For each six-week reporting period, report the number of eligible days present if the student has an ADA Eligibility Code of 1, 2, 3, or 6.	O	State Programs > ADA > ADA Eligibility  AND  Scheduling & Courses > Calendar Setup > Attendance Periods > Start and End Dates  AND  Scheduling & Courses > Calendar Setup > Period Setup  AND

				<p>Student Information &gt; General &gt; Attendance</p> <p>Calculated</p>
ExcessHoursInInstructionalSetting	Indicates the number of hours above the allowable six hours per day of combined career and technical education and special education and related services in a designated instructional setting during a particular reporting period.	<p>Setting Code Multipliers</p> <ul style="list-style-type: none"> <li>Setting 00: .25</li> <li>Setting 01: 1</li> <li>Setting 02: 4.5</li> <li>Setting 08, 30 or 81-89: 5.5</li> <li>Setting 41-45: 2.859</li> <li>Setting 91-98: 4.25</li> </ul> <p>The calculation for EACH applicable reporting Period:</p> <ul style="list-style-type: none"> <li>Take Eligible Days Present in Instructional Setting and multiply by the Instructional Setting Code Multiplier(above)</li> <li>Add this to the Eligible Days Present (see below) multiplied by the V code (for example V3 multiple by 3)</li> <li>Subtract (Eligible Days Present multiplied by 6) from the total.</li> </ul> $(EDP \times ISMC) + (EDP410 \times V\#) - (EDP \times 6) = \text{Excess Hours}$ <p>Any combination of career and technical education and special education services that exceeds 6 hours per day. Those hours exceeding 6 must be subtracted from the primary special education instructional setting.</p> <p>The only time excess contact hours are subtracted from speech is when speech is the only special education service</p>	0	Calculated

		(e.g., a student with 6 hours of career and technical education and speech .25 contact hours per day).		
LEAofRDSPD Service	Indicates the RDSPD Fiscal Agent district that provides the RDSPD service to a particular RDSPD student.	<p>If the student has an active, locked IEP with a value in the District of RDSPD Services field, report the value.</p> <p>If NULL, then report blank.</p> <p>All others, do not report</p>	0	Special Ed > General > Documents > SPED Services editor > District of RDSPD Service