Civil Rights Data Collection (CRDC) Ad hoc filters

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Path: Reporting > Ad hoc Reporting > Filter Designer

CRDC workflow

Follow these links to access articles addressing each step of the CRDC Submission process.

Step 1: Review getting started guide **Step 2: Create Ad hoc filters** **Step 3:** Complete mapping (CRDC Setup tool)	**Step 4:**Generate Survey Results **Step 5:** Answer questions (CRDC Maintain Survey Results tool) **Step 6:** Generate CRDC Submission Flat File

Ad hoc filters can be created to obtain the answers to questions for which answers aren't automatically calculated. These Ad hoc filters should be created before using the CRDC Maintain Survey Results tool to enter answers for questions.

This article provides basic information about using the Campus Ad hoc Reporting tools to design Ad hoc filters that can produce the school mappings needed to identify data sets for the Civil Rights Data Collection (CRDC). If the required information is not entered into Campus, a filter will not be able to produce the data. The filters in the articles linked to this document utilize the Filter Designer's Query Wizard.

Information and resources you find in the Knowledge Base and on Campus Community may not meet your district's needs exactly due to variances in things such as how different districts collect and report data. Resources such as information on Ad Hoc filters are still generally useful for determining how to create a filter to extract the information needed for CRDC.

Before you begin

- The filters referenced in this article are **examples only**. Update your own filters as necessary to generate the desired results.
- **Use the appropriate dates and year (e.g. count date/year) for the current submission when creating your ad hoc filters.** The dates in the example screenshots are not current.
- Ad hoc fields vary by state; therefore, you may need to use data elements that differ from what appears in the examples. These filters are provided as a generic baseline and only provide results for students with End Dates on enrollments.
    - For example, to modify an Ad Hoc filter to include students without enrollment end dates, users should add histEnrollment.endDate as a field and IS NULL as the operator.
    - The logical expression should then be updated to include AND and OR statements.
- The Query Wizard returns data based on AND. For most of the examples, logical expressions

should be entered to indicate an AND or OR is required. This is not represented in all of the captured images, but should be incorporated into your queries.
- Ad Hoc filters will not report any student or course that is not enrolled or assigned to the school the filter is being run. Any students or courses that need to be added to a school's mapping will need to be manually added using the Quick Search feature in the school's mapping tool.
- The CRDC is run for previous years' data, not current years' data.

Ad hoc filters and school category mappings

This section covers basic ways to use the Campus Ad hoc Reporting tools to design Ad hoc filters that can produce the school mappings needed to identify data sets for the Civil Rights Data Collection (CRDC). If the required information is not entered into Campus, a filter will not be able to produce the data. The filters used within this document utilize the Filter Designer's Query Wizard.

Students with Disabilities (IDEA)

Students with a Primary Disability on Enrollment

Create a filter similar to the example below using the **Query Wizard** and the **Student** Data Type.

The Image 1 filter identifies students who have a disability who are actively enrolled on the chosen count date October 1st and a Primary Disability on that enrollment. Additionally, the filter reports the student's primary disability, federal race/ethnicity and gender. The filter assumes that all students have an enrollment end date.

The Image 2 filter identifies the same students as the filter in image 1, but also includes students without an enrollment end date. The example (with the histEnrollment.endDate IS NULL and logical expression added) can be used as an example to modify the Ad Hoc filters below if desired.

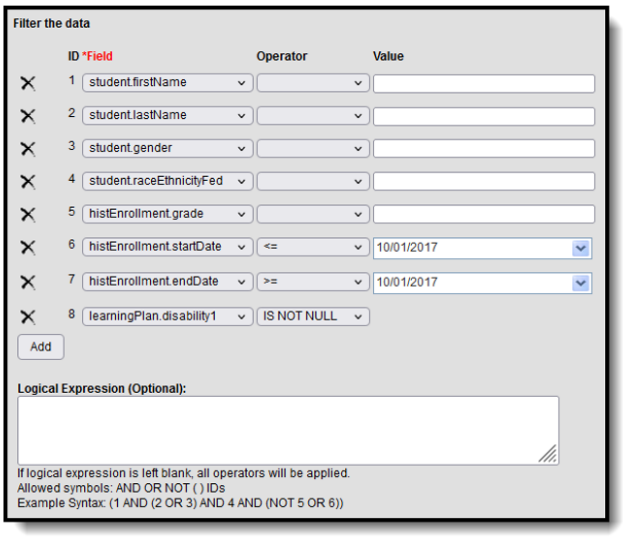


Image 1: Filter Identifying Students with a Primary Disability on Enrollment with an Enrollment End Date

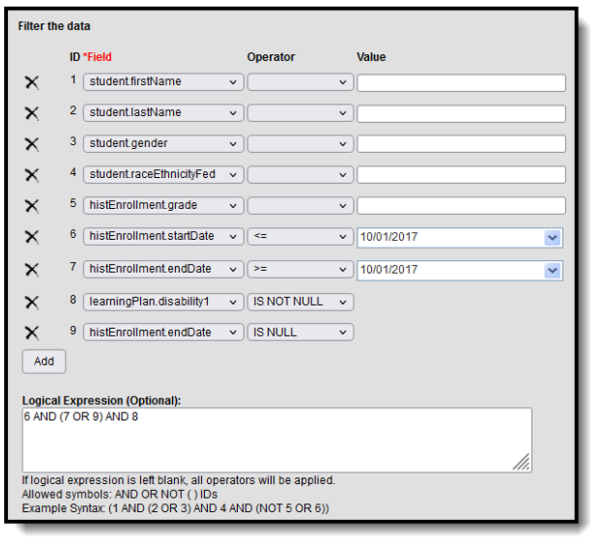


Image 2: Filter Identifying Students with a Primary Disability on Enrollment. Students with no Enrollment End Dates are included.

Image of filters for IDEA

Students with a Primary Disability in a locked IEP

Create a filter similar to the example below using the **Query Wizard** and the **Student** Data Type.

This filter identifies students who have a disability who are actively enrolled on the chosen count date October 1st and have a locked IEP that overlaps the count date. Additionally, the filter reports the student's primary disability, federal race/ethnicity and gender. The filter assumes that all students have an enrollment end date.

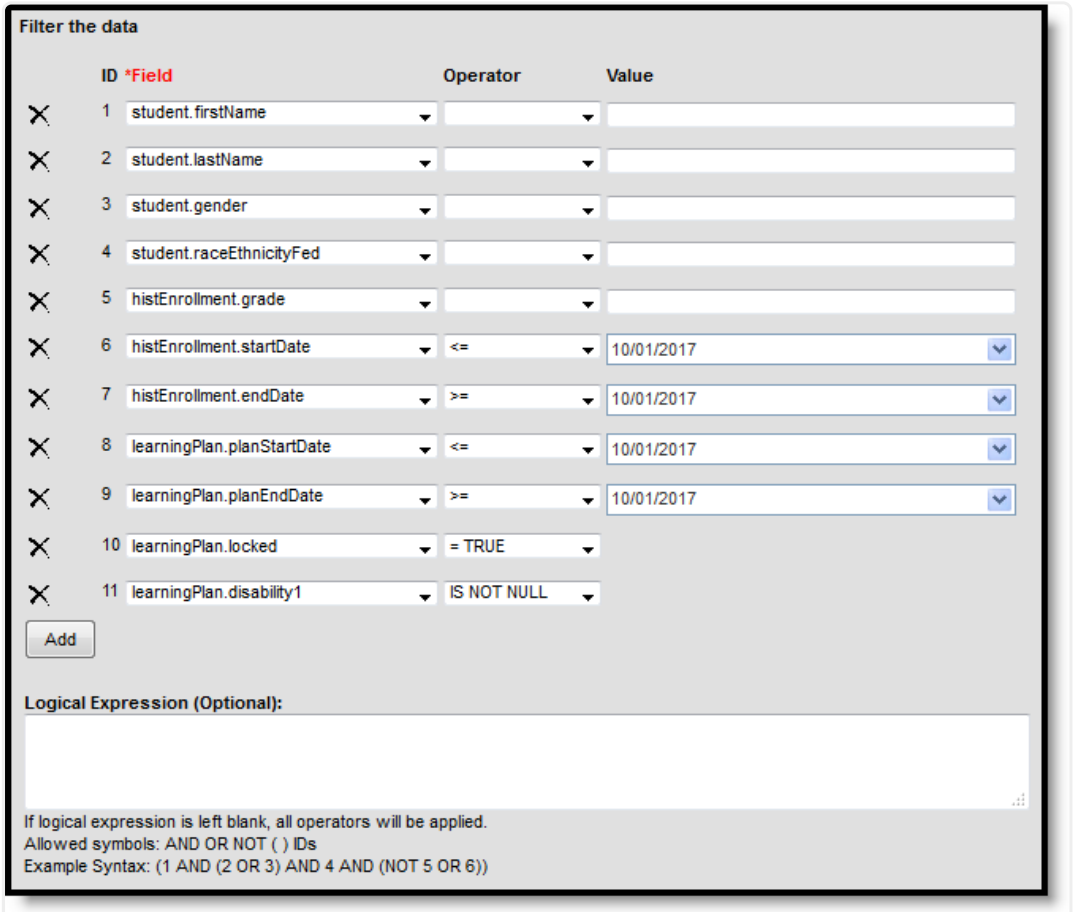


Image 3: Filter Identifying Students with a Primary Disability in a locked IEP

Students with Disabilities - Section 504 Only

Students with a Section 504 Indicator on Enrollment

Create a filter similar to the example below using the **Query Wizard** and the **Student** Data Type.

This filter identifies students who have a disability who are actively enrolled on the chosen count date October 1st and a 504 indicator on that enrollment. Additionally, the filter reports the student's primary disability, federal race/ethnicity and gender. The filter assumes that all students have an enrollment end date.

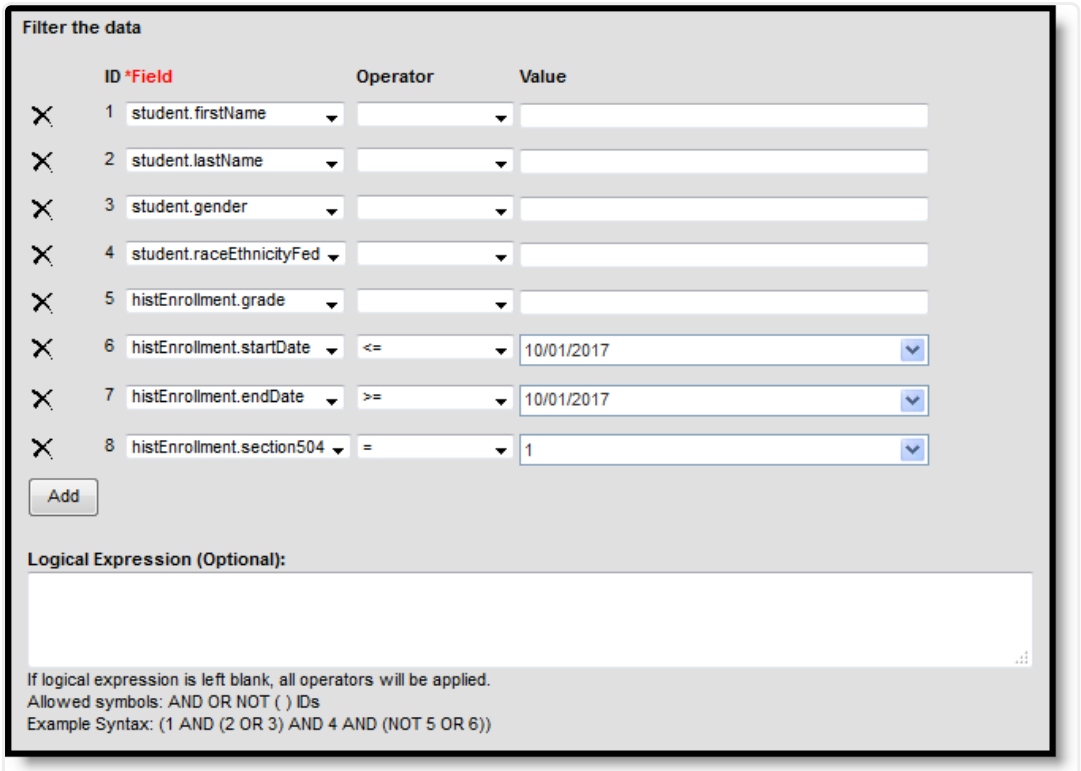


Image 4: Filter Determining Section 504 Students with an indicator on enrollment

Students with a Section 504 Flag

Create a filter similar to the example below using the **Query Wizard** and the **Student** Data Type.

This filter identifies students who have a disability who are actively enrolled on the chosen count date October 1st and a Section 504 Flag. Additionally, the filter reports the student's primary disability, federal race/ethnicity and gender. The filter assumes that all students have an enrollment end date.

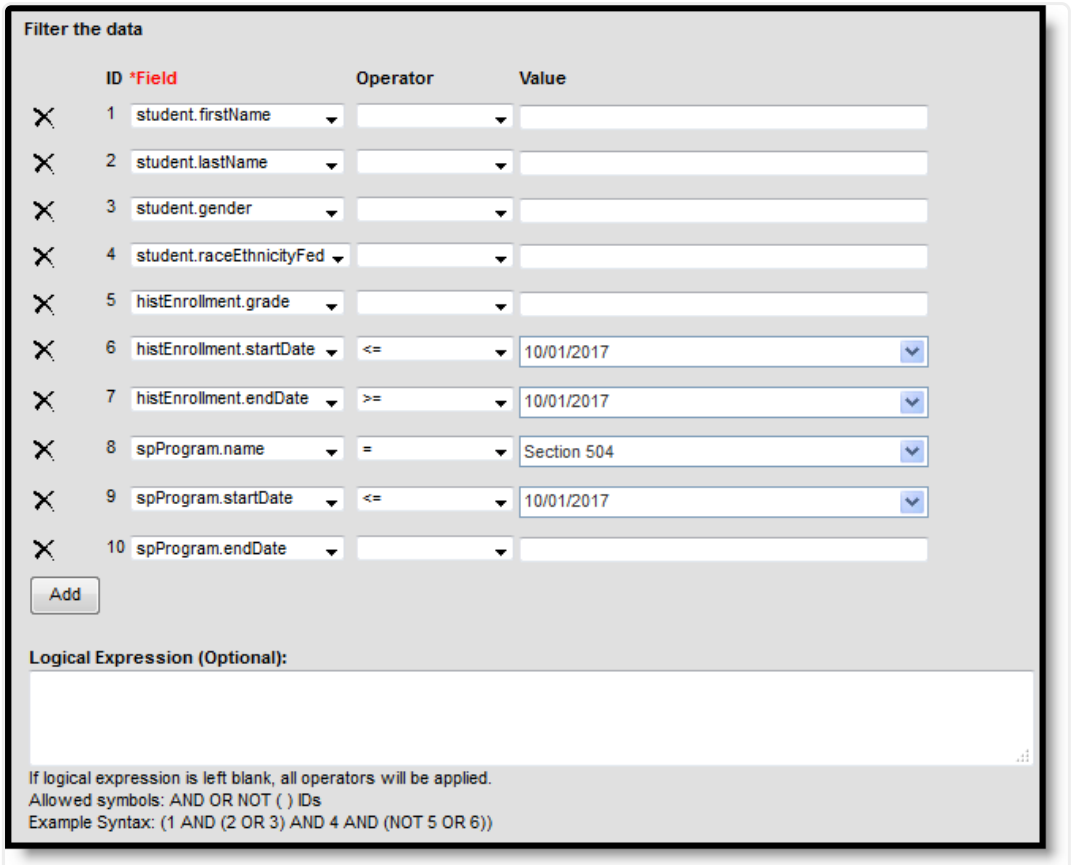


Image 5: Filter Determining students with a Section 504 flag

Students with a Section 504 from Primary Disability on IEP

Create a filter similar to the example below using the **Query Wizard** and the **Student** Data Type.

This filter identifies students who have a disability who are actively enrolled on the chosen count date October 1st and have a Primary Disability = Section 504 on a locked IEP. Additionally, the filter reports the student's primary disability, federal race/ethnicity and gender. The filter assumes that all students have an enrollment end date.

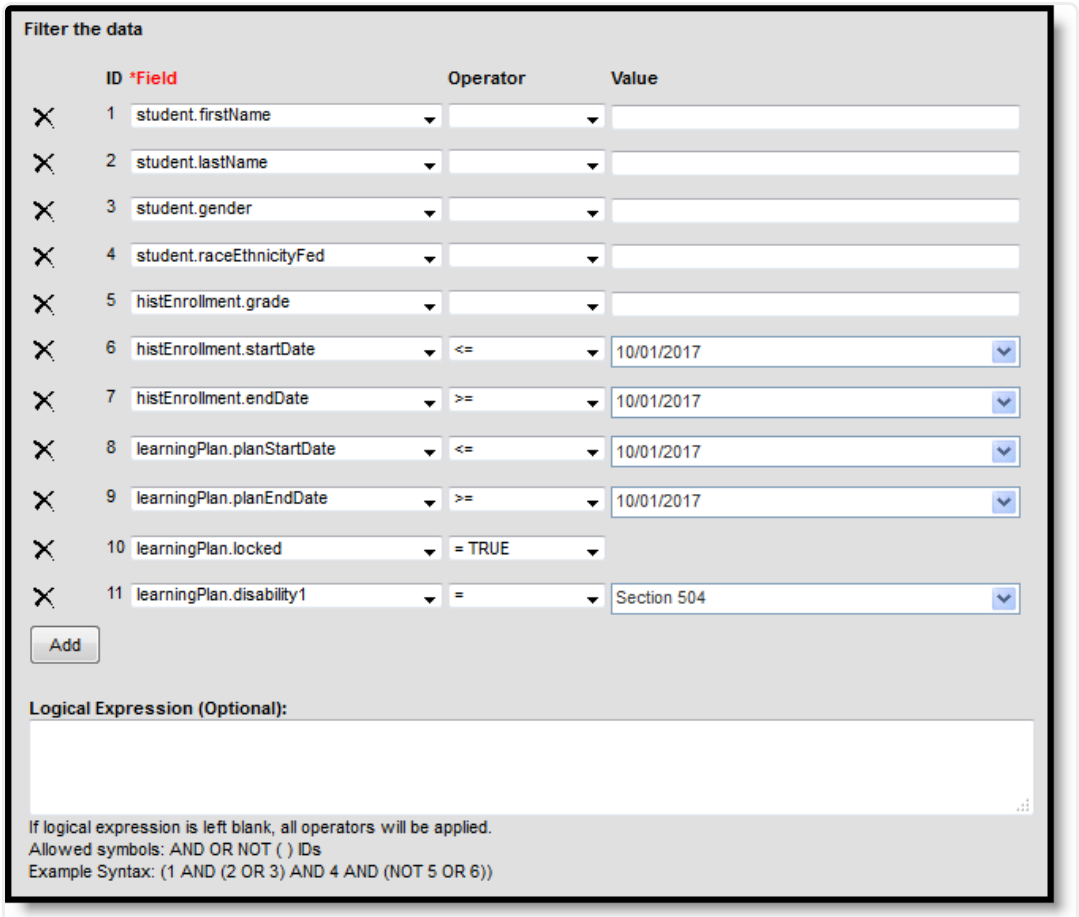


Image 6: Filter Determining Section 504 Students with a Primary Disability on IEP

Students with English Learners (EL)

Create a filter similar to the example below using the **Query Wizard** and the **Student** Data Type:

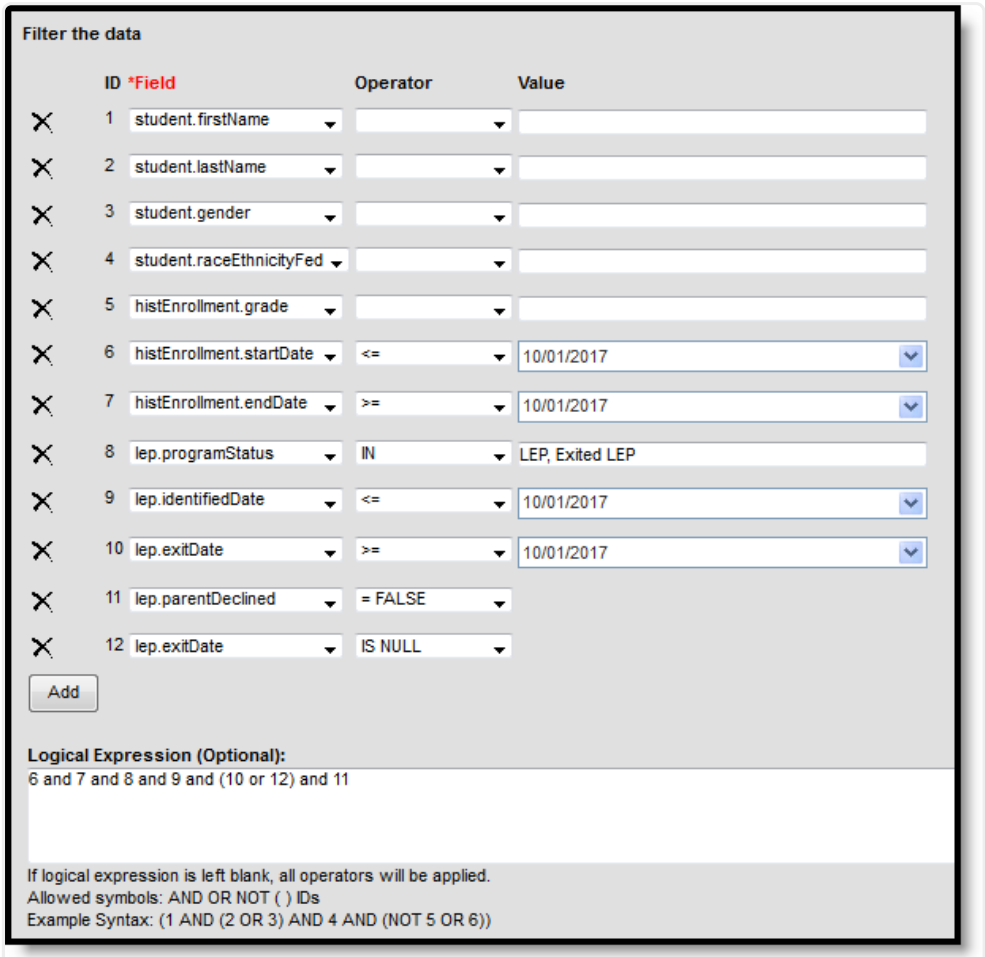


Image 7: Filter for students with English Learners (EL)

In the example above, the filter identifies students who have an active enrollment on the October 1st count date while having a LEP status = LEP or Exited LEP with a LEP start date on or before October 1st and a LEP end date after October 1st OR NULL. Additionally, the filter reports the student's federal race/ethnicity and gender. Logical expressions are used to find students who have an LEP end date that is NULL or after 10/1. The filter assumes that all students have an enrollment end date.

Students Enrolled in EL Programs

Create a filter similar to the example below using the **Query Wizard** and the **Student** Data Type:

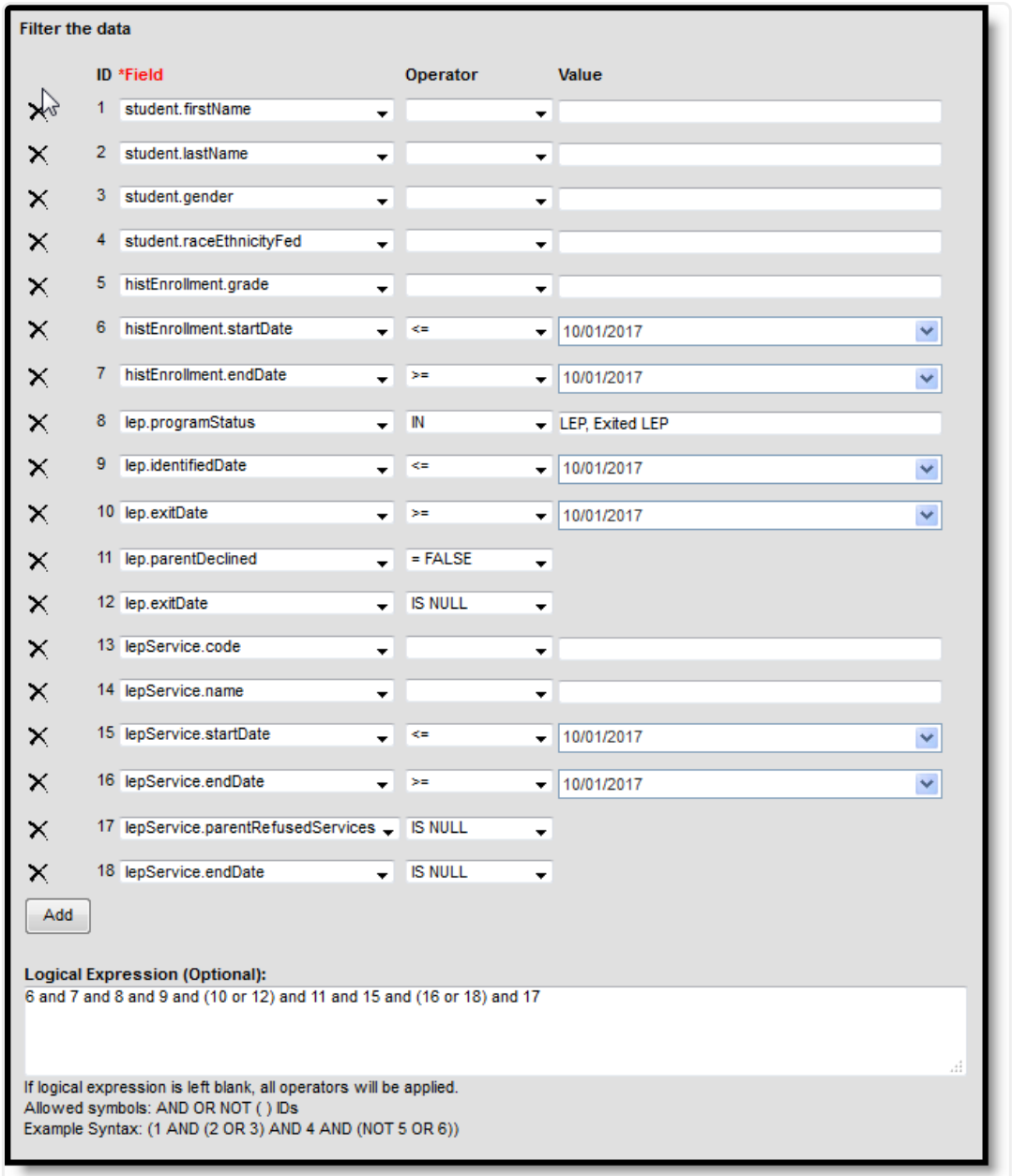


Image 8: Filter Identifying Students Enrolled in EL Programs

In the example above, the filter identifies students who have an active enrollment on the October 1st count date while having a LEP status = LEP or Exited LEP with a LEP start date on or before October 1st and a LEP end date after October 1st OR NULL and a LEP Service with a start date on or before 10/1 and end date after 10/1 or NULL. Additionally, the filter reports the student's federal race/ethnicity and gender. Logical expressions are used to find students who have a LEP end date that is NULL or after 10/1 and a LEP Service that is NULL or after 10/1. The filter assumes that all students have an enrollment end date.

Classes & Course Enrollment

Create a filter similar to the example below using the **Query Wizard** and **Course/Section** data type:

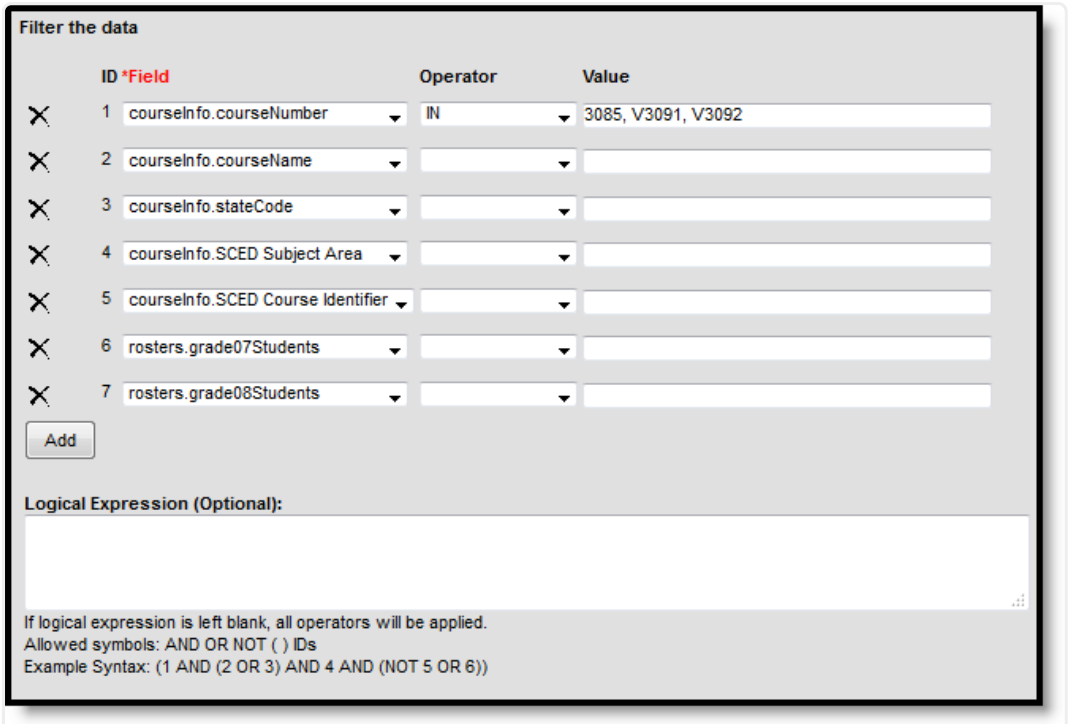


Image 9: Filter Identifying Classes in Algebra I in Middle School

In the example above, the filter identifies any 7th or 8th grade students that are scheduled in Algebra I courses. This filter can be modified to use the State Course Code or SCED Codes to identify courses in this category. This template can be copied and used for identifying all required course offering questions on the CRDC.

Add School of Accountability to Ad hoc filters

If the district is using the CRDC School of Accountability field on enrollment, the field can be added to ad hoc filters to only report students who have a CRDC School of Accountability that is NULL or = to the school where the student is enrolled.

Ad hoc cannot report students in a school where the School of Accountability is not = to where the student is enrolled. These students must be manually added to the mapping results when using Ad Hoc to populate the mappings.

Create a filter similar to the example below using the **Query Wizard** and the **Student** Data Type:

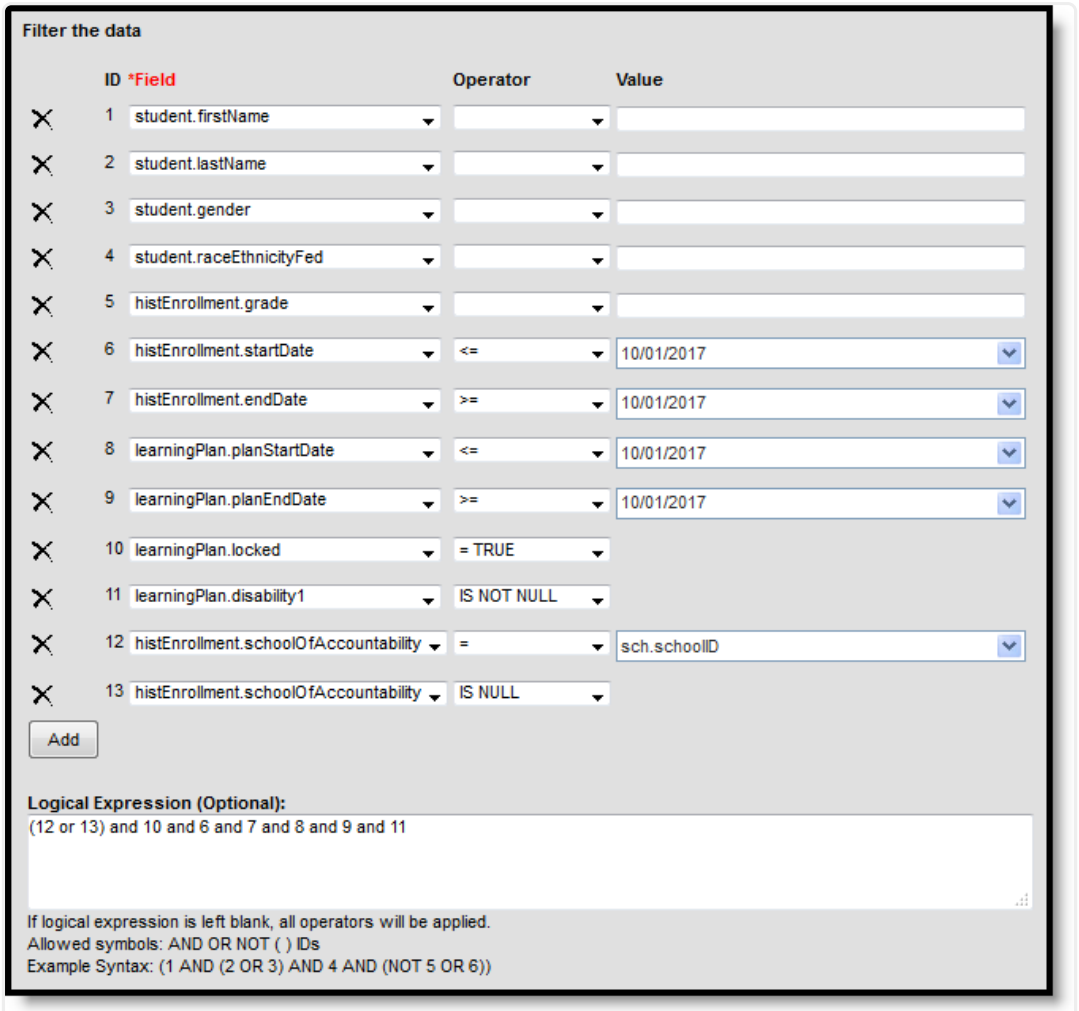


Image 10: Filter Identifying Students with Disabilities with School of Accountability

In the example above, the filter identifies students who have a disability who are actively enrolled on the chosen count date October 1st and have a locked IEP that overlaps the count date. Additionally, the filter reports the student's primary disability, federal race/ethnicity and gender. The filter assumes that all students have an enrollment end date. All fields that are defined in the filter must be referenced in the Logical Expression to be considered in the results.

Question answers calculated in Campus

Campus calculates the answers for the following questions via mappings you'll use the CRDC Setup Tool to create. Alternatively, you may choose to create Ad hoc filters to answer these questions. See the CRDC Questions Calculated in Campus article for more information.

- 1. SCHR: School Characteristics (**ONLY** for SCHR-3: Grades with Students Enrolled)
- 3. PSCH: Preschool (**NOT** for PSCH-2a, 2b, 2c, 2d)
- 5. ENRL: Enrollment
- 7. COUR: Courses & Classes
- 9. EXAM: SAT/ACT
- 12. RETN: Retention

Ad hoc filter examples for answering questions NOT calculated in Campus

This section covers basic ways to use the Campus Ad hoc Reporting tools to design Ad hoc filters that can produce the school mappings needed to identify data sets for the Civil Rights Data Collection (CRDC). If the required information is not entered into Campus, a filter will not be able to produce the data. The filters used within this document utilize the Filter Designer's Query Wizard. Ad hoc fields vary by state; therefore, examples within this article may need to use different data elements from what appears in the examples.

Also note, the Query Wizard returns data based on AND. For most of the examples, logical expressions should be entered to indicate an AND or OR is required. This is not represented in all of the captured images, but should be incorporated into your queries.

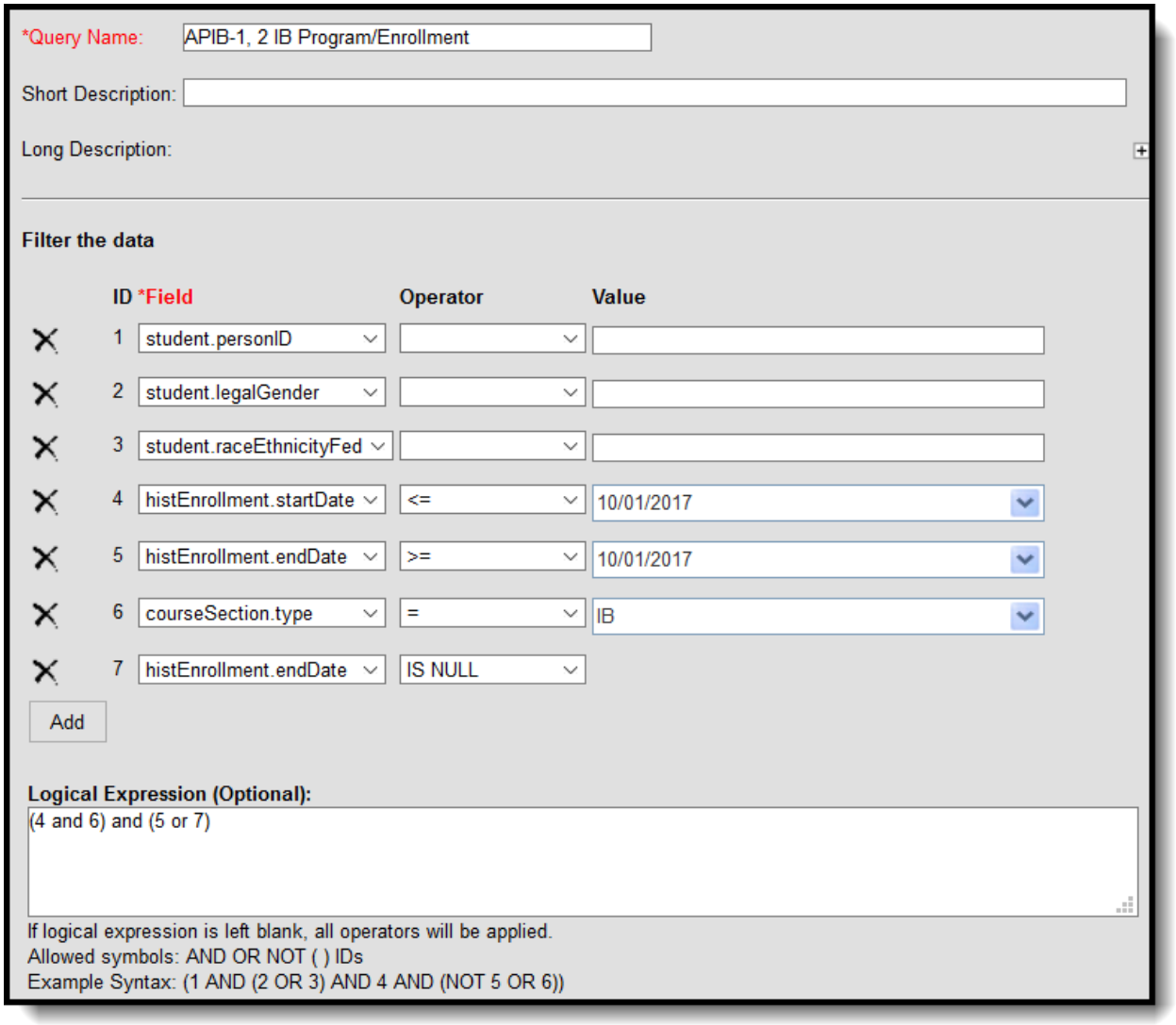
Ad Hoc filters will not report any student or course that is not enrolled or assigned to the school the filter is being run. Any students or courses that need to be added to a school's mapping will need to be manually added using the Quick Search feature in the school's mapping tool.

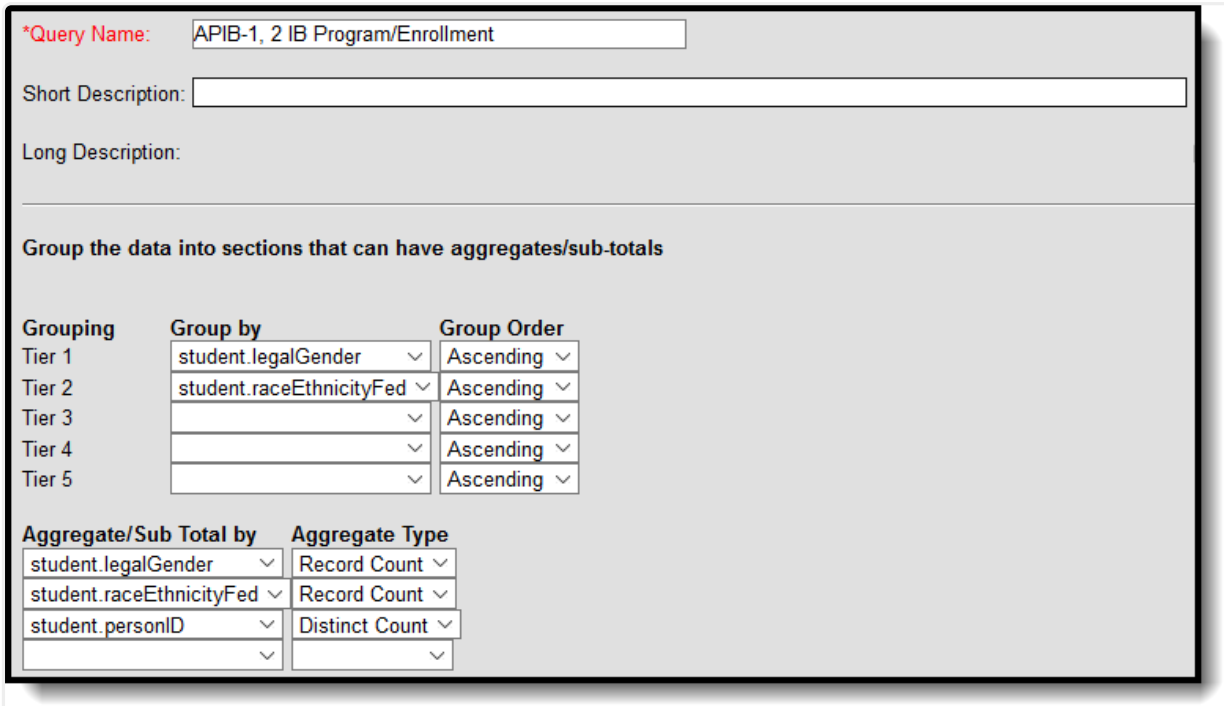
APIB

APIB-1, APIB-2

IB Programme, Student Enrollment in IB Programme

Create a filter similar to the example below using the **Query Wizard** and the **Student** Data Type:


*Query Name: APIB-1, 2 IB Program/Enrollment
Short Description:
Long Description:
Filter the data
ID *Field Operator Value
1 student.personID
2 student.legalGender
3 student.raceEthnicityFed
4 histEnrollment.startDate <= 10/01/2017
5 histEnrollment.endDate >= 10/01/2017
6 courseSection.type = IB
7 histEnrollment.endDate IS NULL
Add
Logical Expression (Optional):
(4 and 6) and (5 or 7)
If logical expression is left blank, all operators will be applied.
Allowed symbols: AND OR NOT ( ) IDs
Example Syntax: (1 AND (2 OR 3) AND 4 AND (NOT 5 OR 6))

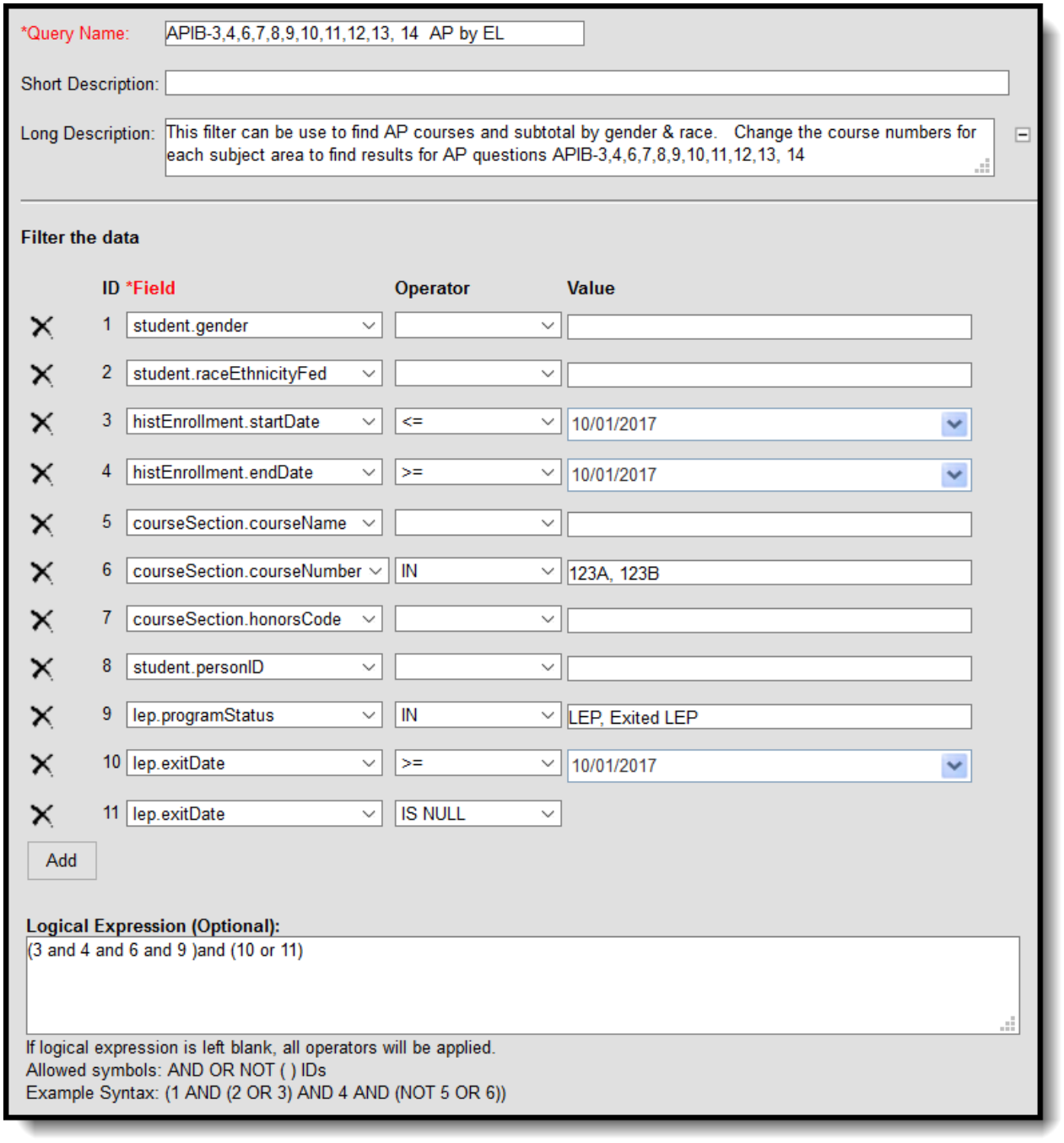


Filter identifying Gifted & Talented IB Students

APIB-3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14

Advanced Placement by EL

Create a filter similar to the example below using the **Query Wizard** and the **Student** Data Type. This filter can be use to find AP courses and subtotal by gender & race for EL students. Change the course numbers for each subject area to find results for AP questions APIB-3,4,6,7,8,9,10,11,12,13, & 14.



*Query Name: APIB-3,4,6,7,8,9,10,11,12,13, 14 AP by EL

Short Description:

Long Description: This filter can be use to find AP courses and subtotal by gender & race. Change the course numbers for each subject area to find results for AP questions APIB-3,4,6,7,8,9,10,11,12,13, 14

Filter the data

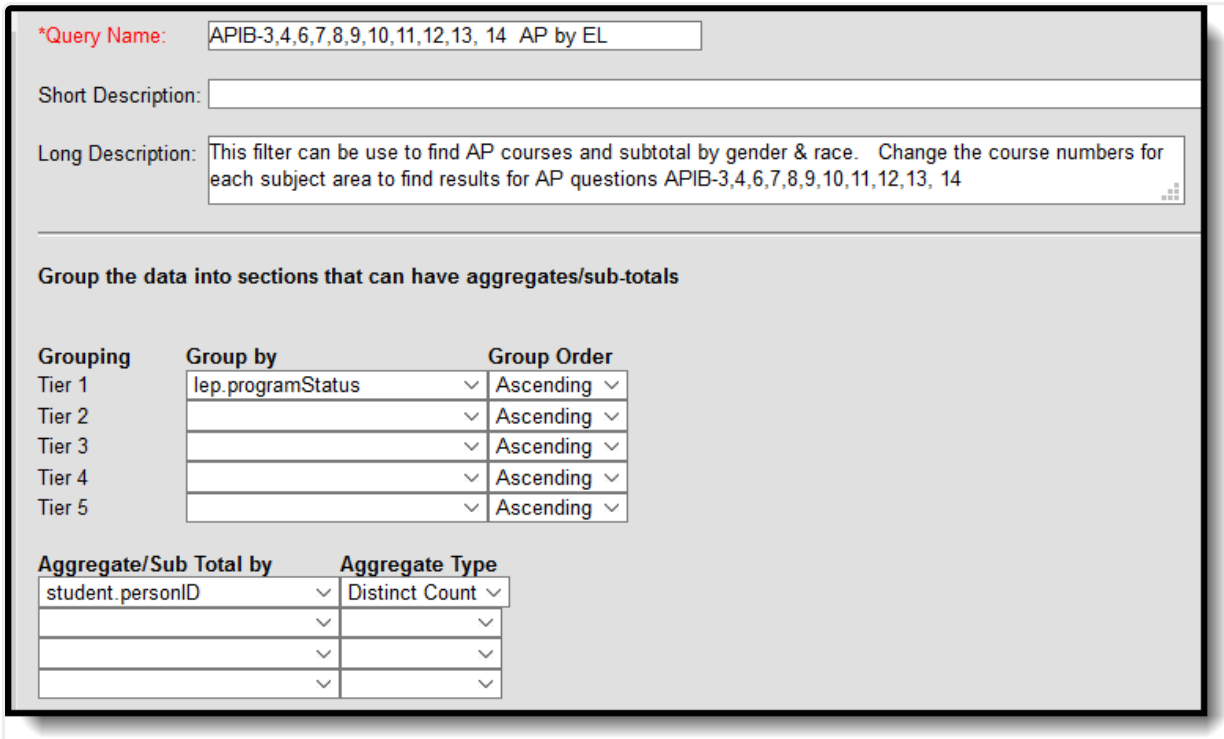
	ID	*Field	Operator	Value
✕	1	student.gender		
✕	2	student.raceEthnicityFed		
✕	3	histEnrollment.startDate	<=	10/01/2017
✕	4	histEnrollment.endDate	>=	10/01/2017
✕	5	courseSection.courseName		
✕	6	courseSection.courseNumber	IN	123A, 123B
✕	7	courseSection.honorsCode		
✕	8	student.personID		
✕	9	lep.programStatus	IN	LEP, Exited LEP
✕	10	lep.exitDate	>=	10/01/2017
✕	11	lep.exitDate	IS NULL	

Add

Logical Expression (Optional):

(3 and 4 and 6 and 9)and (10 or 11)

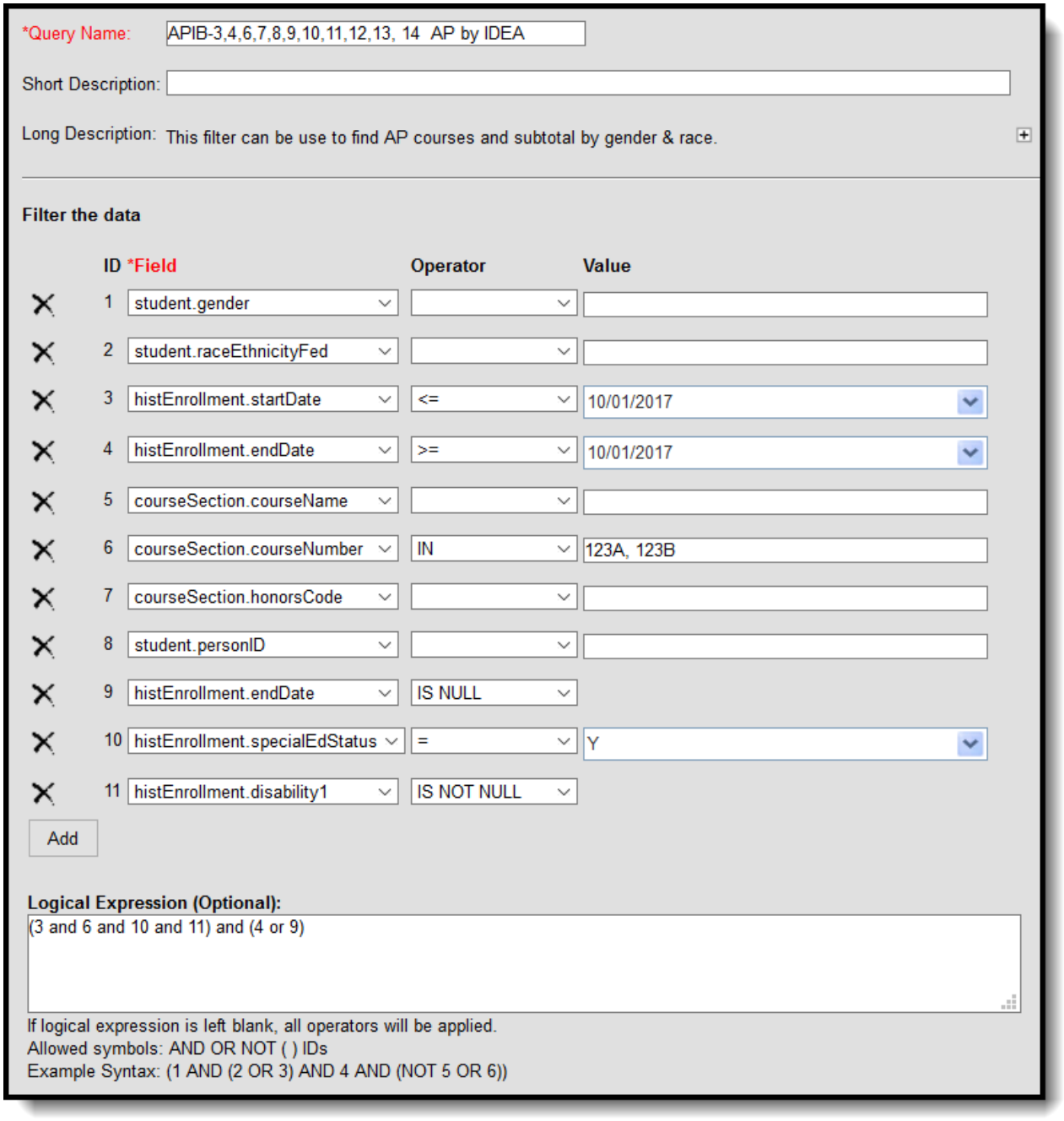
If logical expression is left blank, all operators will be applied.
Allowed symbols: AND OR NOT ( ) IDs
Example Syntax: (1 AND (2 OR 3) AND 4 AND (NOT 5 OR 6))

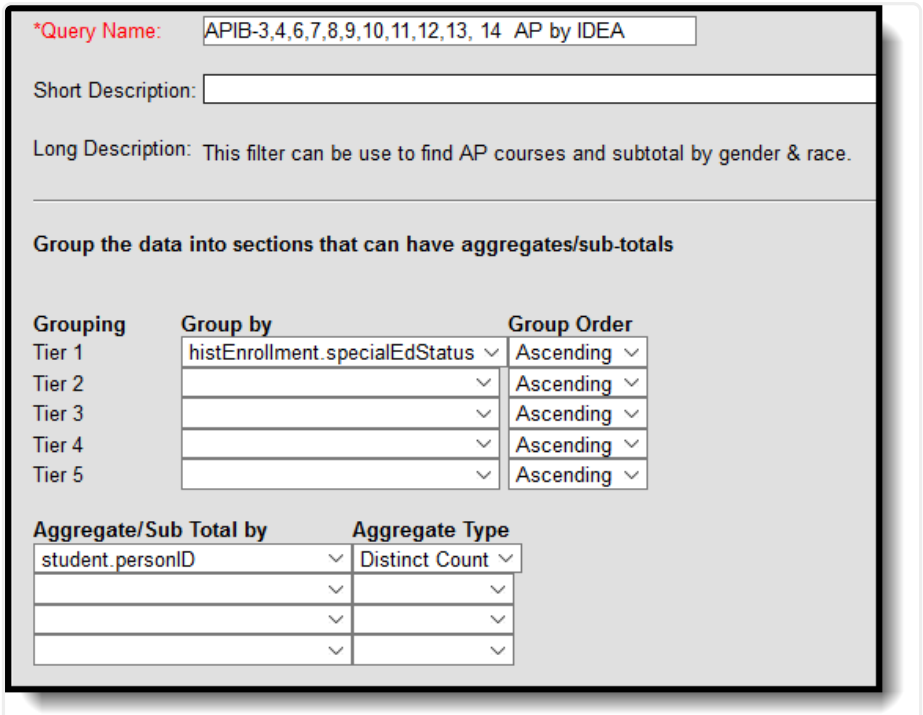


Filter for AP Courses and Subtotal by Gender & Race for EL Students

Advanced Placement by IDEA

Create a filter similar to the example below using the **Query Wizard** and the **Student** Data Type. This filter can be used to find AP courses and subtotal by gender & race for IDEA students. Change the course numbers for each subject area to find results for AP questions APIB-3,4,6,7,8,9,10,11,12,13, & 14.

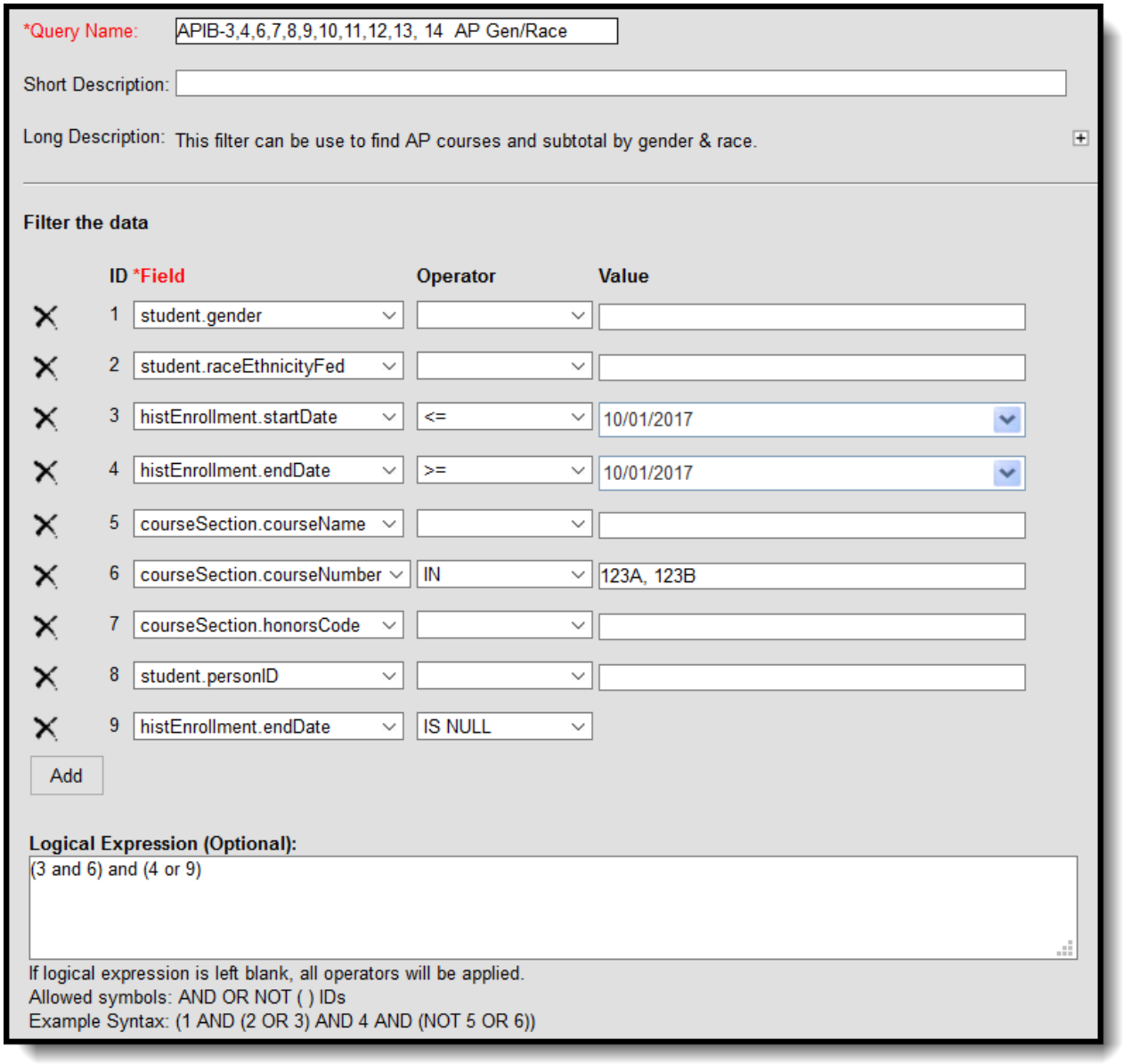

*Query Name: APIB-3,4,6,7,8,9,10,11,12,13, 14 AP by IDEA
Short Description:
Long Description: This filter can be use to find AP courses and subtotal by gender & race.
Filter the data
ID *Field Operator Value
1 student.gender
2 student.raceEthnicityFed
3 histEnrollment.startDate <= 10/01/2017
4 histEnrollment.endDate >= 10/01/2017
5 courseSection.courseName
6 courseSection.courseNumber IN 123A, 123B
7 courseSection.honorsCode
8 student.personID
9 histEnrollment.endDate IS NULL
10 histEnrollment.specialEdStatus = Y
11 histEnrollment.disability1 IS NOT NULL
Add
Logical Expression (Optional):
(3 and 6 and 10 and 11) and (4 or 9)
If logical expression is left blank, all operators will be applied.
Allowed symbols: AND OR NOT ( ) IDs
Example Syntax: (1 AND (2 OR 3) AND 4 AND (NOT 5 OR 6))

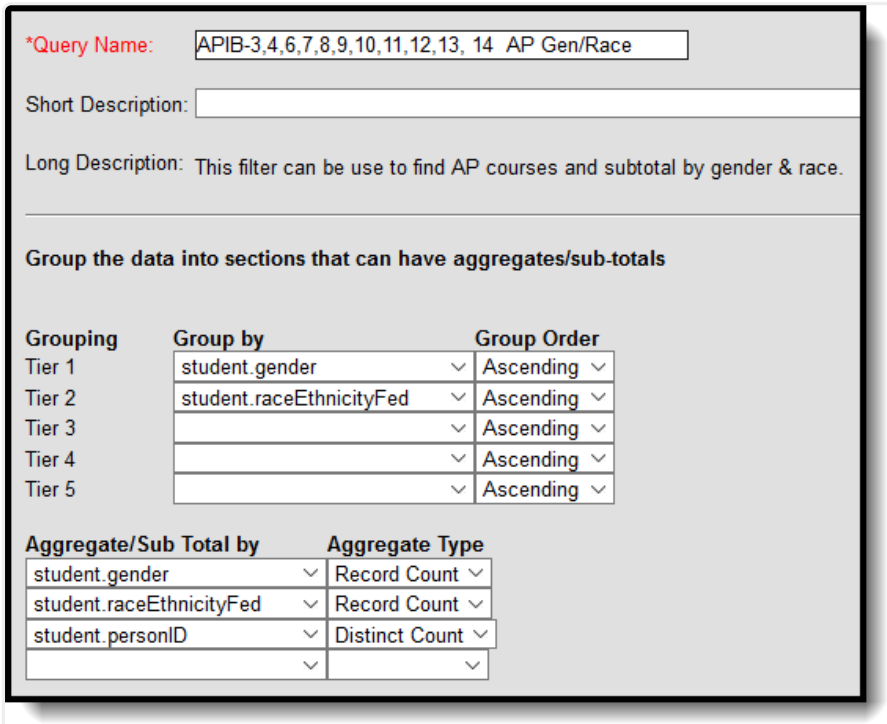


Filter for AP Courses and Subtotal by Gender & Race for IDEA Students

Advanced Placement by Gender and Race

Create a filter similar to the example below using the **Query Wizard** and the **Student** Data Type. This filter can be used to find AP courses and subtotal by gender & race. Change the course numbers for each subject area to find results for AP questions APIB-3,4,6,7,8,9,10,11,12,13, 14.


*Query Name: APIB-3,4,6,7,8,9,10,11,12,13, 14 AP Gen/Race
Short Description:
Long Description: This filter can be use to find AP courses and subtotal by gender & race.
Filter the data
ID *Field Operator Value
1 student.gender
2 student.raceEthnicityFed
3 histEnrollment.startDate <= 10/01/2017
4 histEnrollment.endDate >= 10/01/2017
5 courseSection.courseName
6 courseSection.courseNumber IN 123A, 123B
7 courseSection.honorsCode
8 student.personID
9 histEnrollment.endDate IS NULL
Add
Logical Expression (Optional):
(3 and 6) and (4 or 9)
If logical expression is left blank, all operators will be applied.
Allowed symbols: AND OR NOT ( ) IDs
Example Syntax: (1 AND (2 OR 3) AND 4 AND (NOT 5 OR 6))

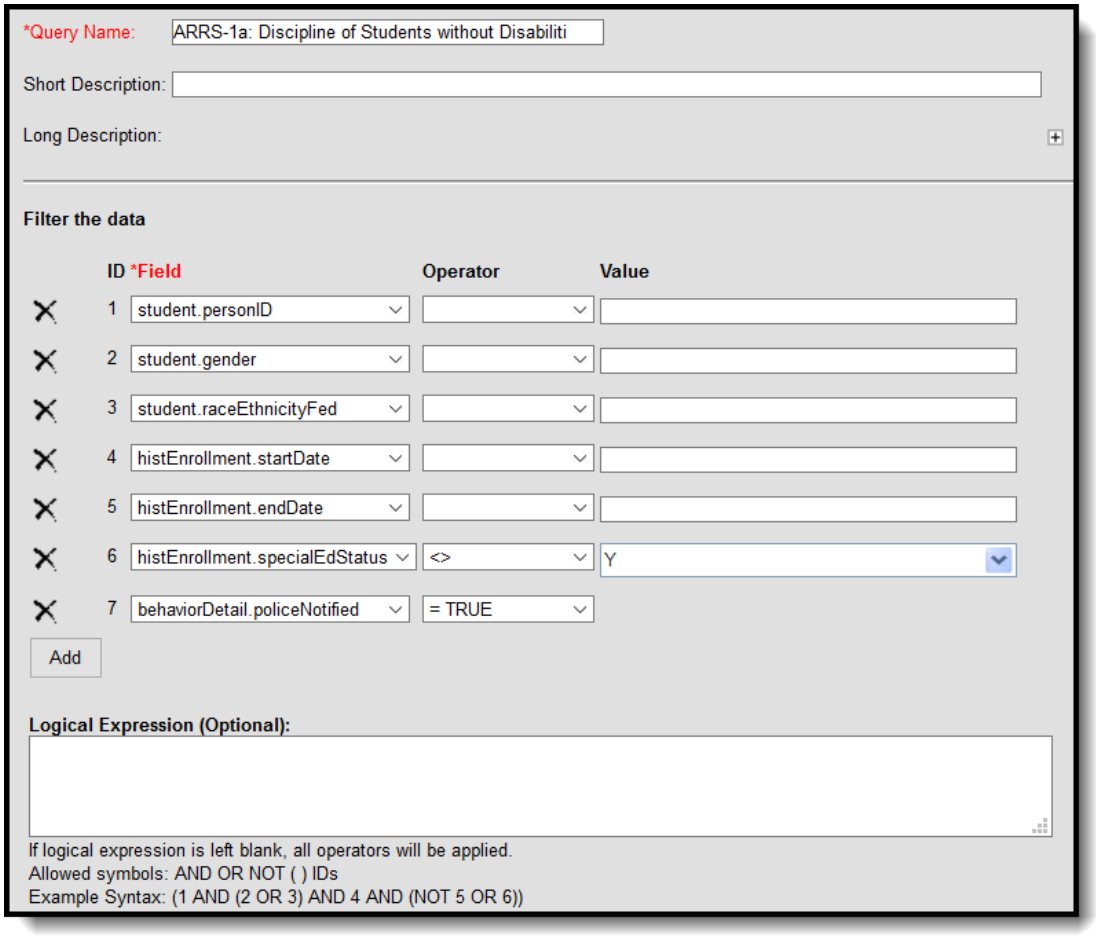


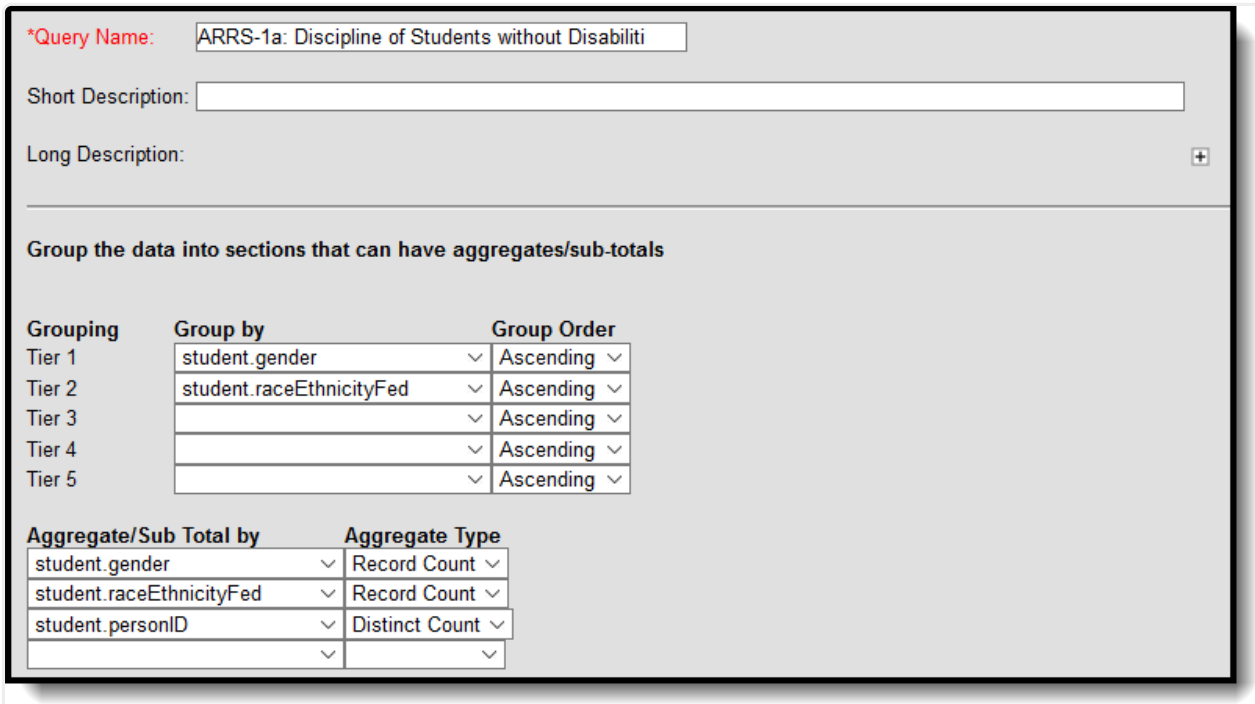
Filter for AP Courses and Subtotal by Gender & Race

ARRS

ARRS-1 Instances of Referrals to Law Enforcement; AARS-2: Students Without Disabilities - Referred to Law Enforcement

Create a filter similar to the example below using the **Query Wizard** and the **Student** Data Type.

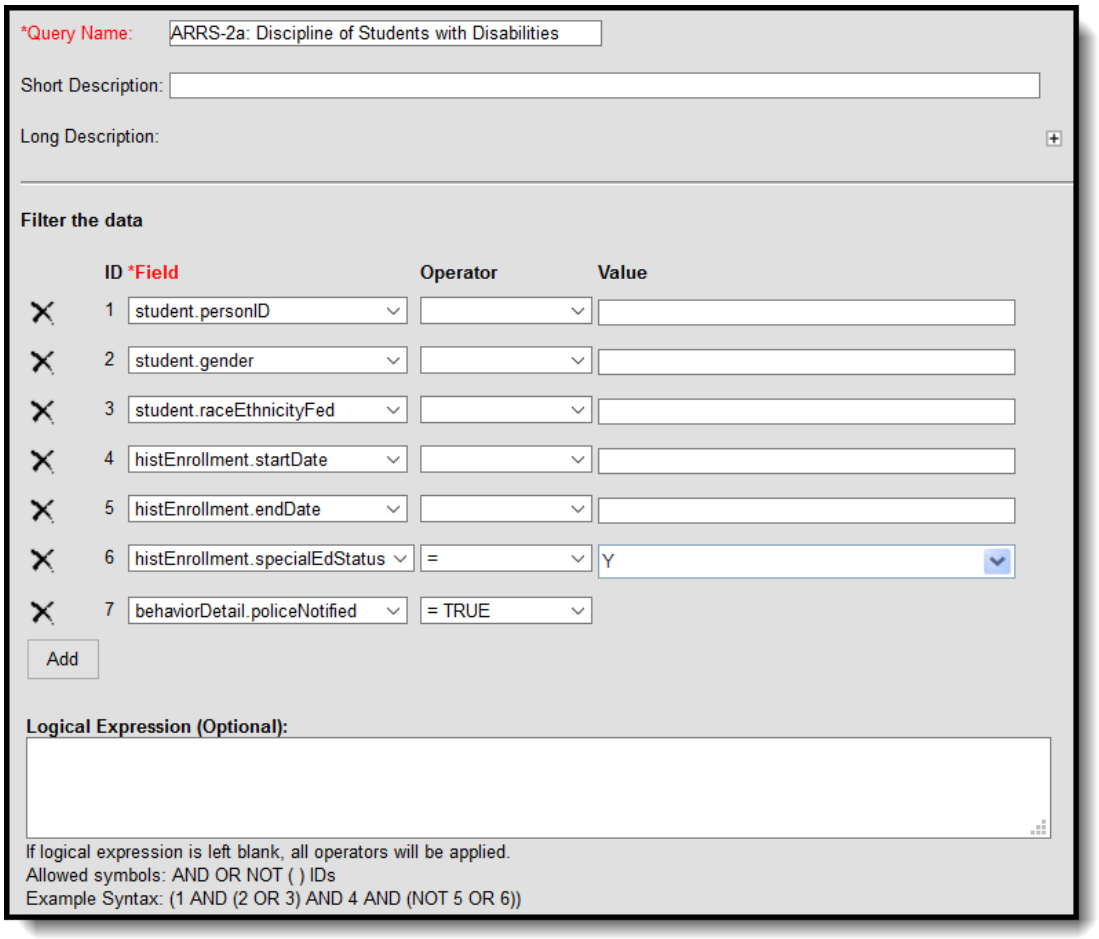


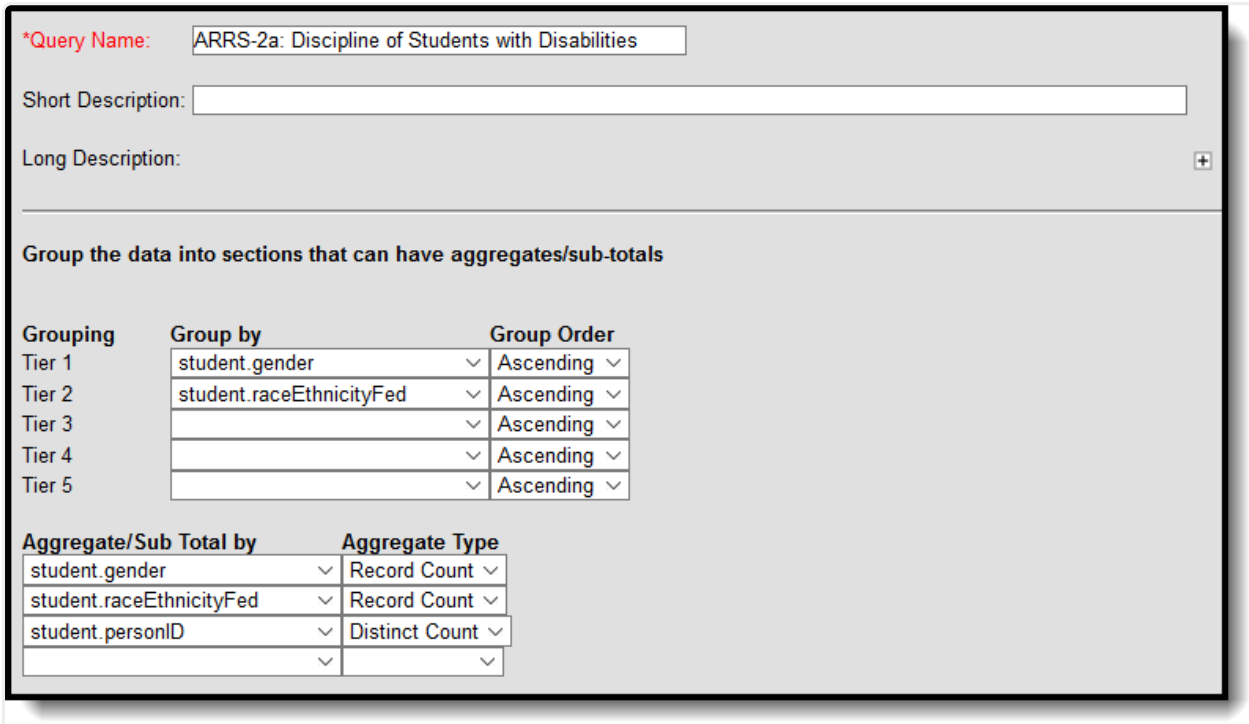


Filter identifying discipline of students without disabilities

ARRS-3: Students With Disabilities - Referred to Law Enforcement

Create a filter similar to the example below using the **Query Wizard** and the **Student** Data Type.

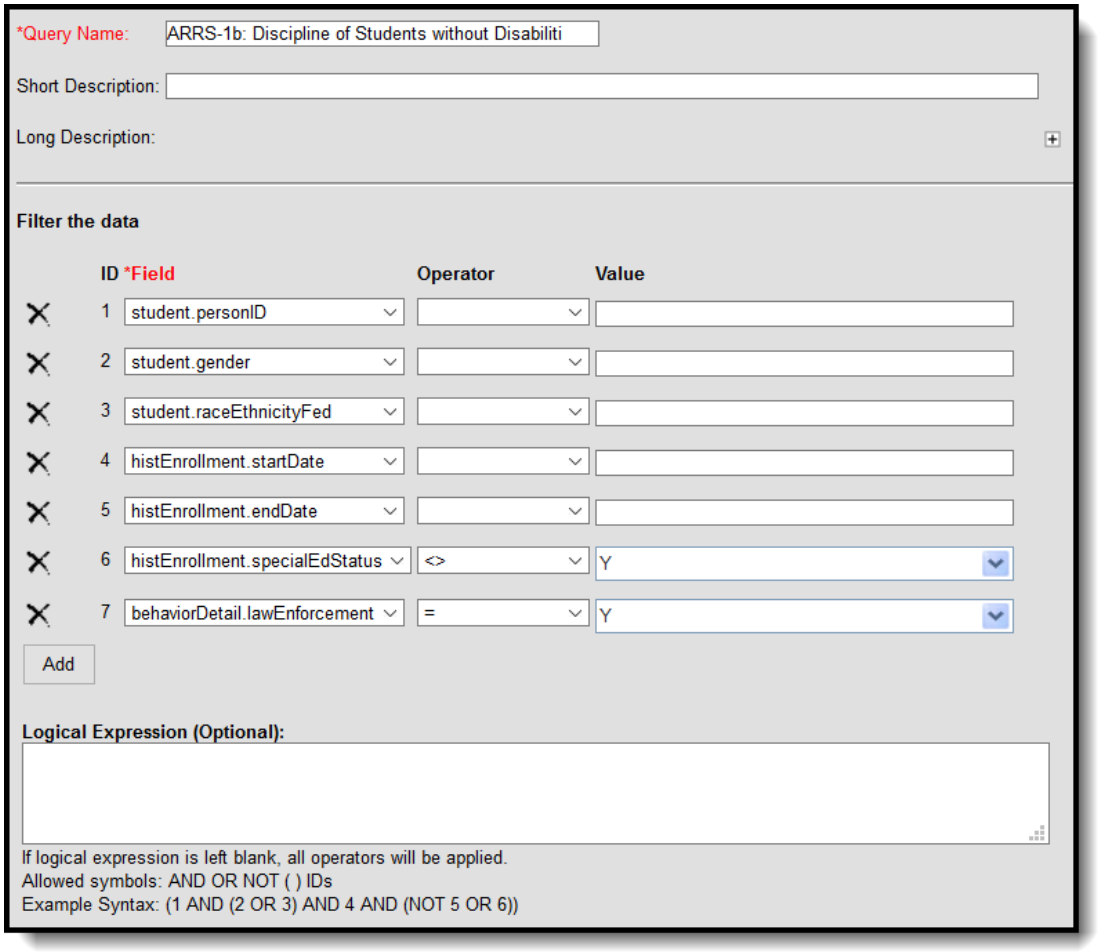


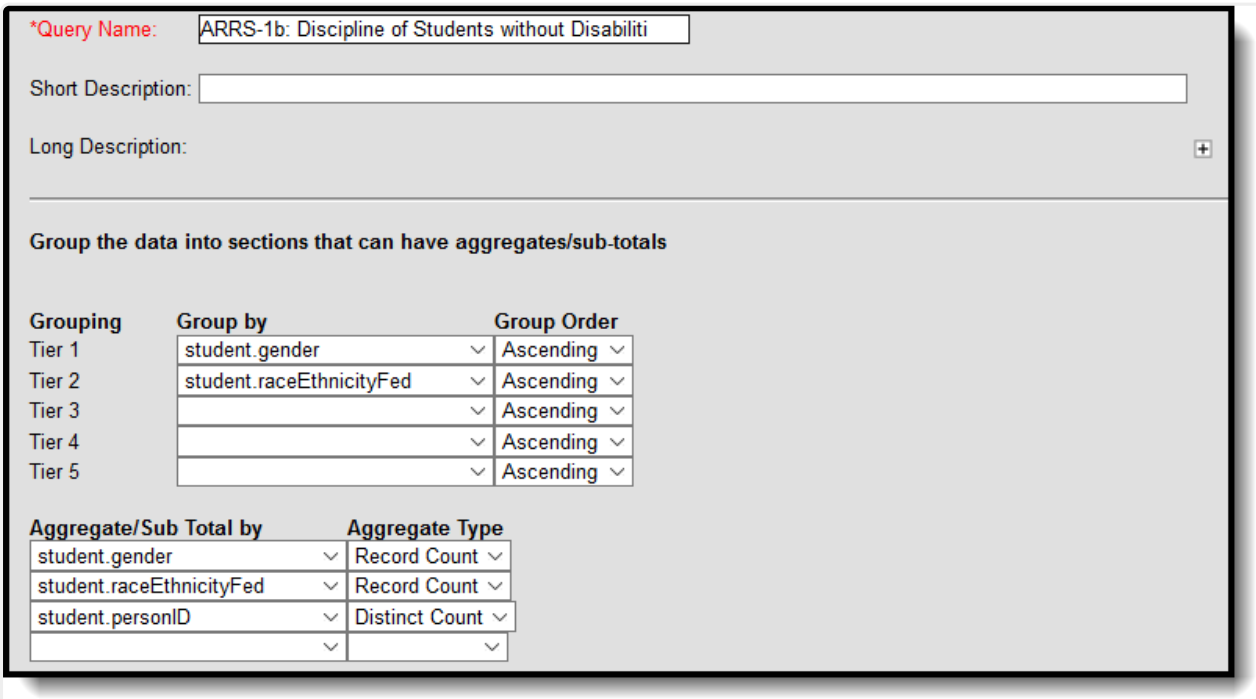


Filter Identifying Students with Disabilities Referred to Law Enforcement Agency

ARRS-4: Incidences of School-Related Arrests; ARRS-5: Students Without Disabilities - School-Related Arrest

Create a filter similar to the example below using the **Query Wizard** and the **Student** Data Type.

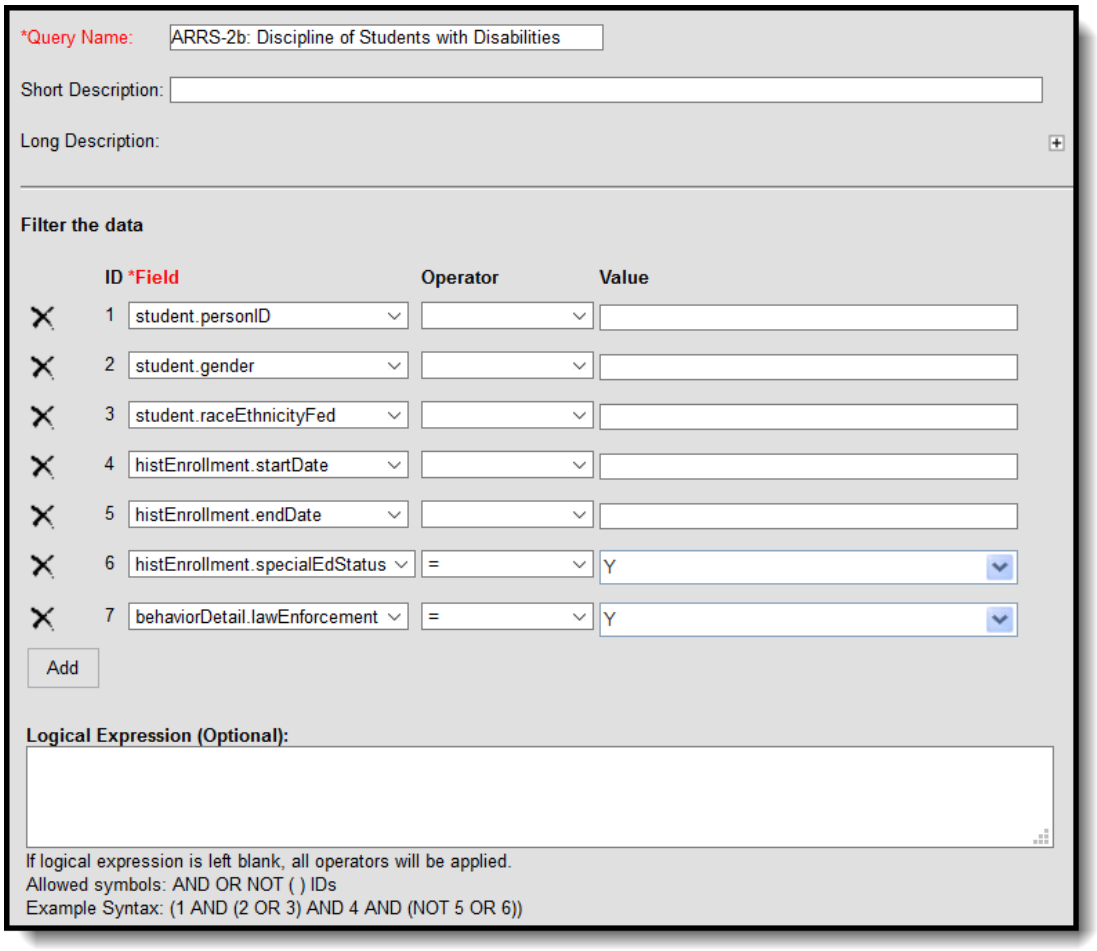


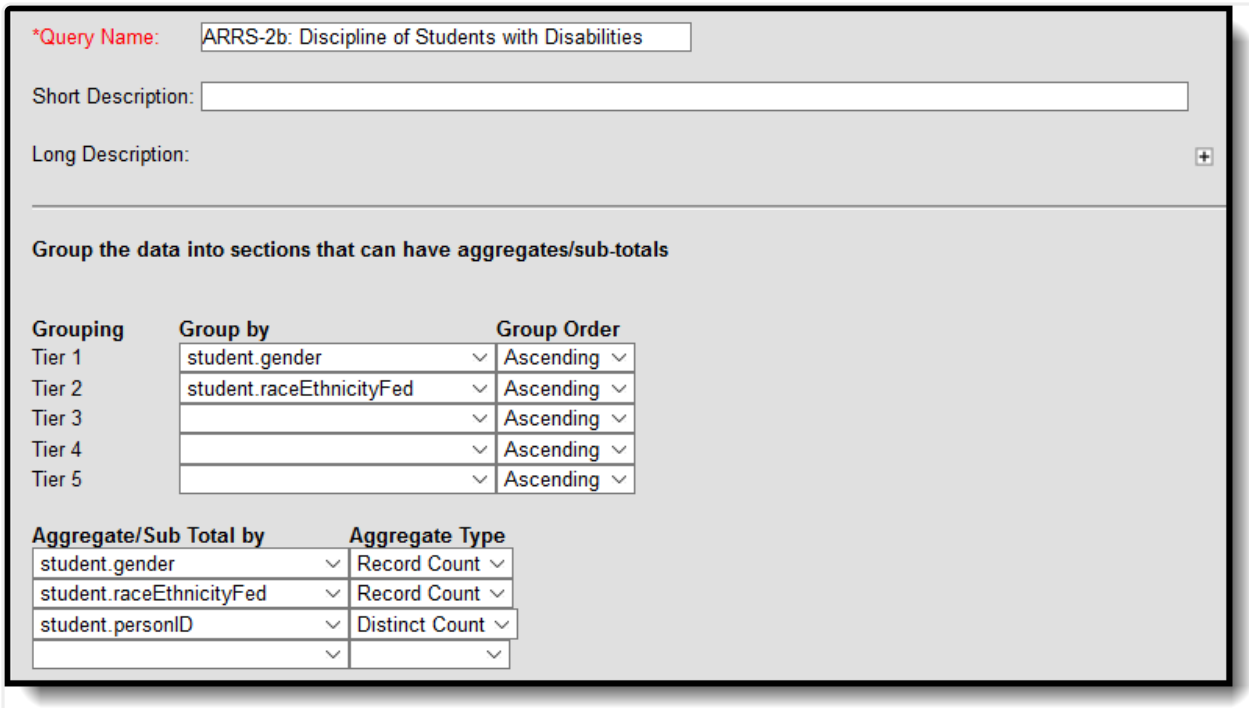


Filter Identifying Students With School-Related Arrest

ARRS-6: Students With Disabilities - School-Related Arrest

Create a filter similar to the example below using the **Query Wizard** and the **Student** Data Type.



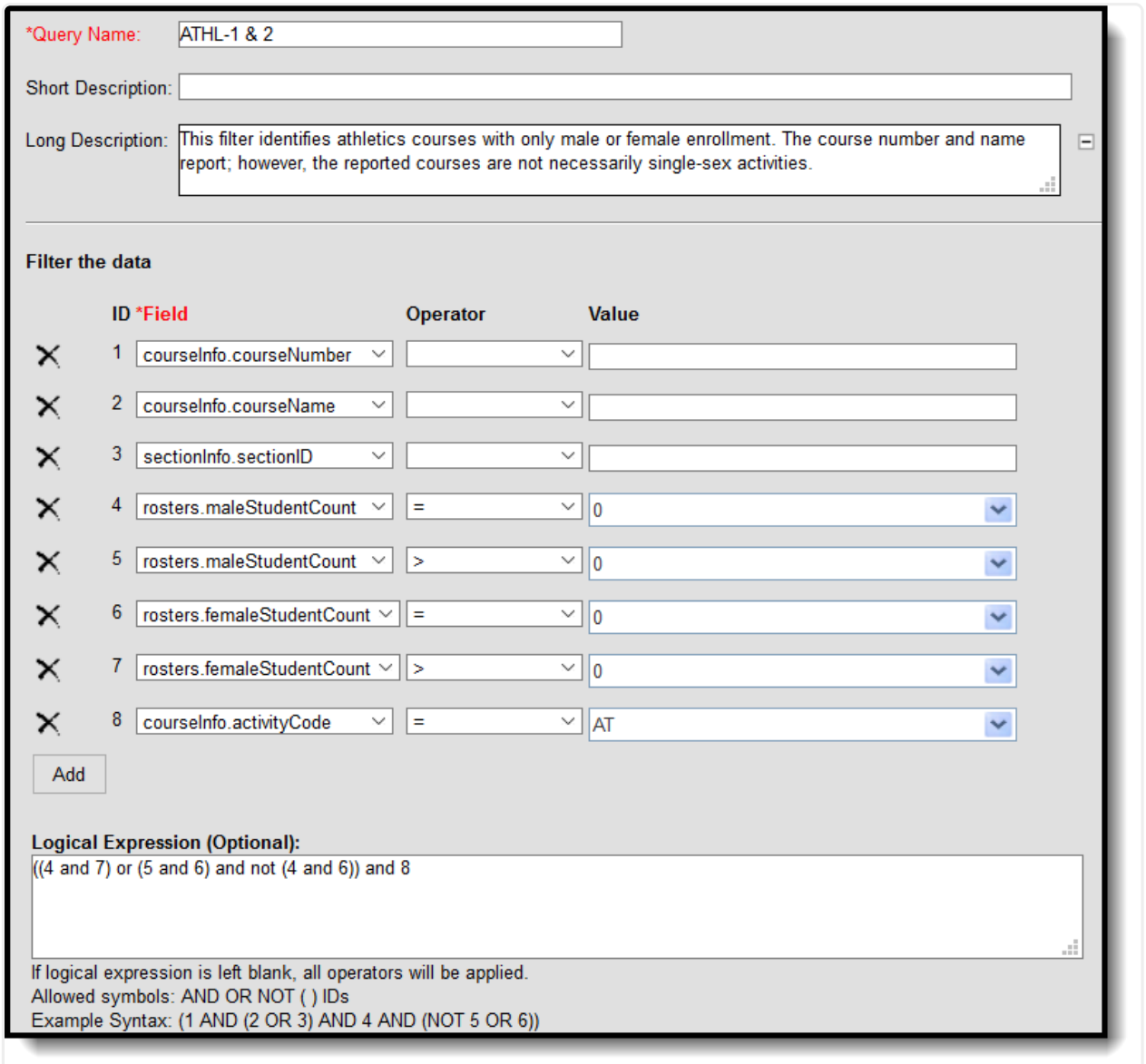


Filter Identifying Students With Disabilities With School-Related Arrest

ATHL

ATHL-1 & ATHL-2 Single-Sex Interscholastic Athletics

Create a filter similar to the example below using the **Query Wizard** and the **Course/Section** Data Type. This filter identifies athletics courses with only male or female enrollment. The course number and name report; however, the reported courses are not necessarily single-sex activities.

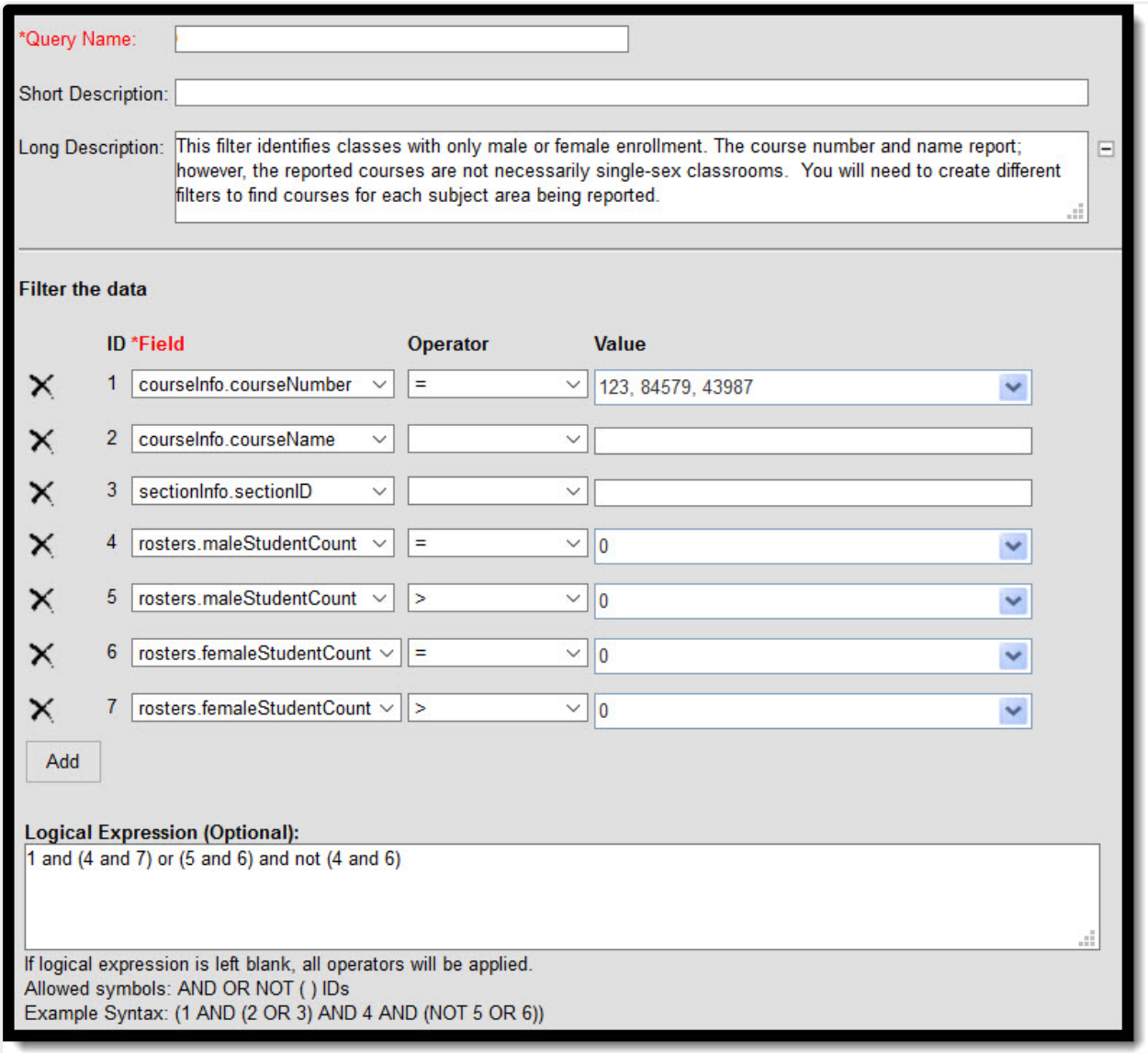


Filter Identifying Single-Sex Interscholastic Athletics

COUR

COUR-22: Single-Sex Academic Classes Indicator/COUR-23: Single-Sex Academic Classes Detail

Create a filter similar to the example below using the **Query Wizard** and the **Course/Section** Data Type. This filter identifies classes with only male or female enrollment. The course number and name report; however, the reported courses are not necessarily single-sex classrooms. Users need to create different filters to find courses for each subject area being reported.

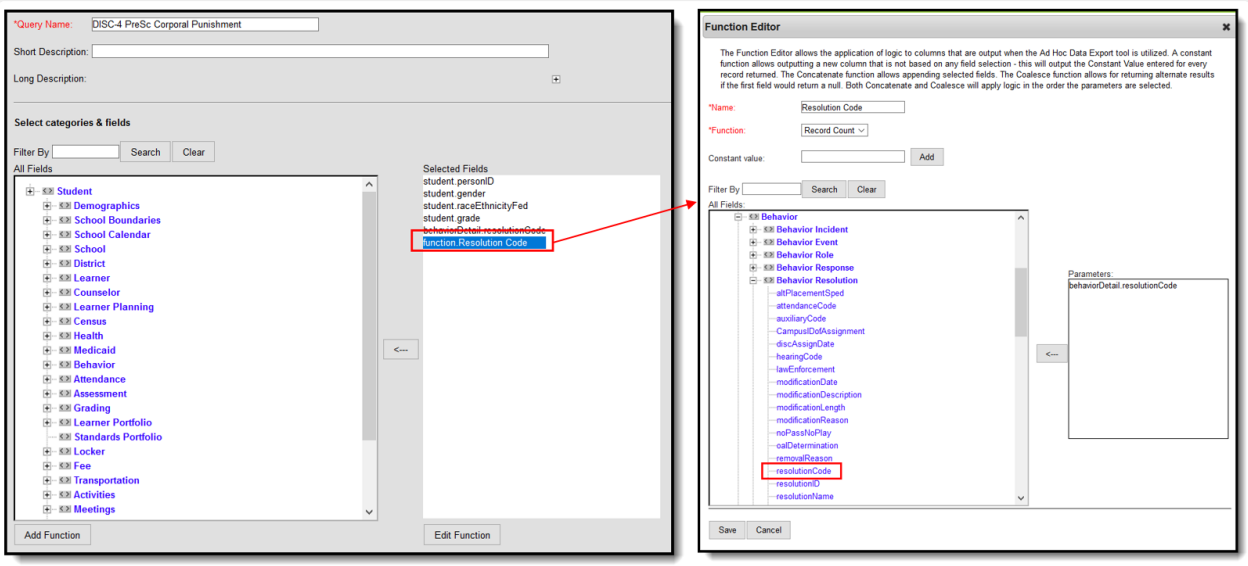


Example - Ad hoc Filter Identifying Single Sex Classes

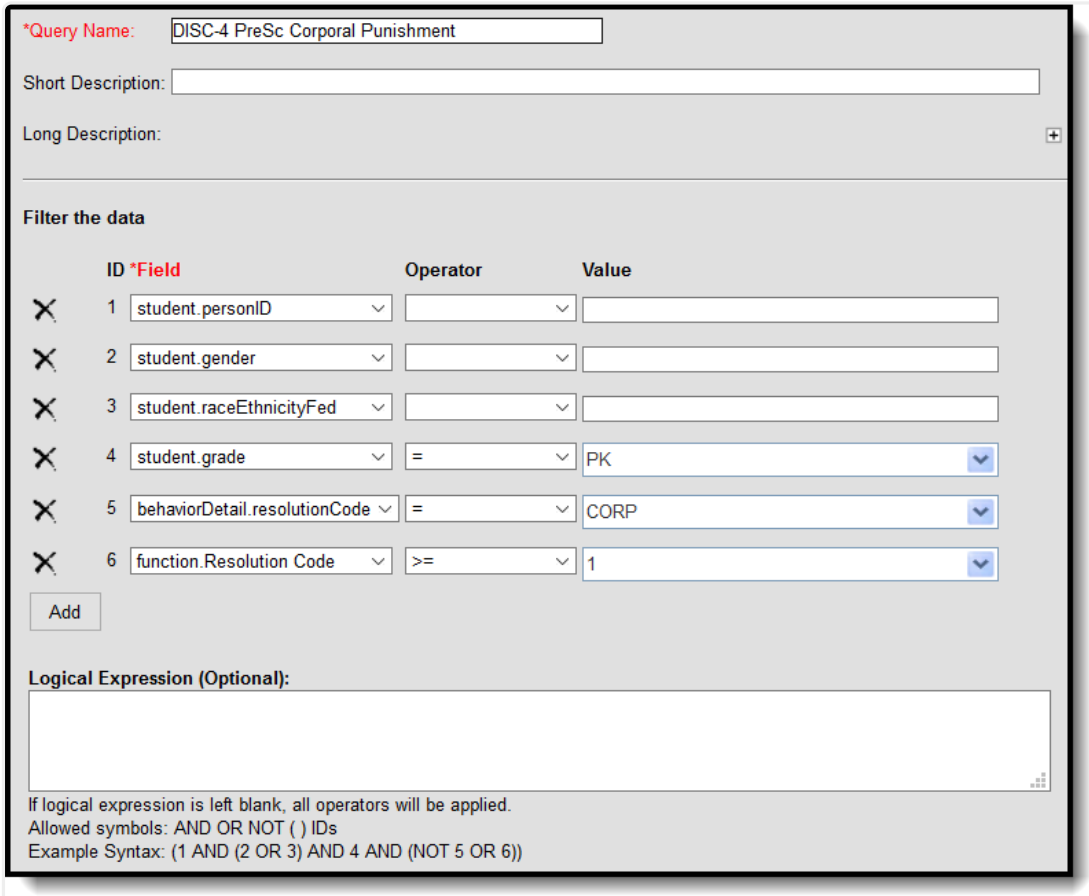
DISC-1-4: Preschool Corporal Punishment

Preschool Corporal Punishment

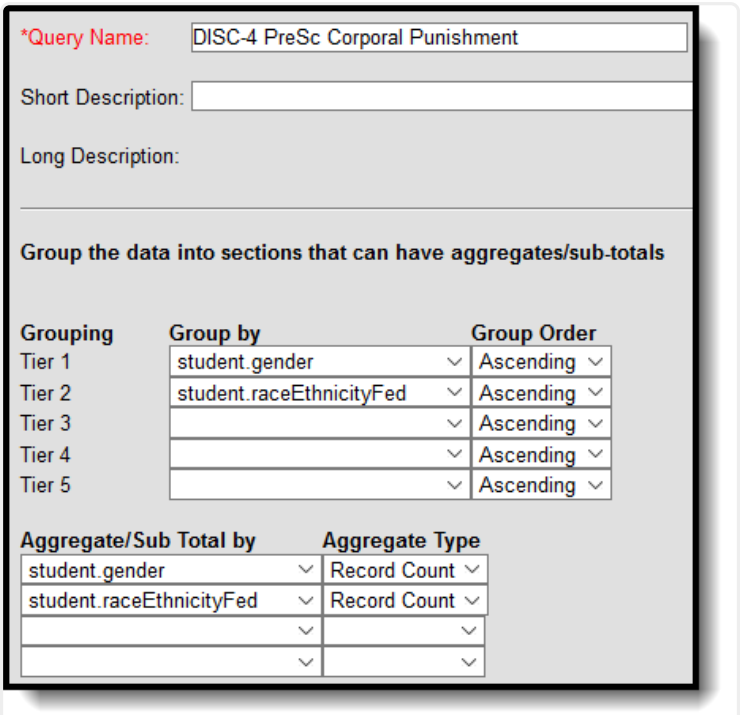
Create a filter similar to the example below using the **Query Wizard** and the **Student** Data Type.



Sample Ad Hoc Filter



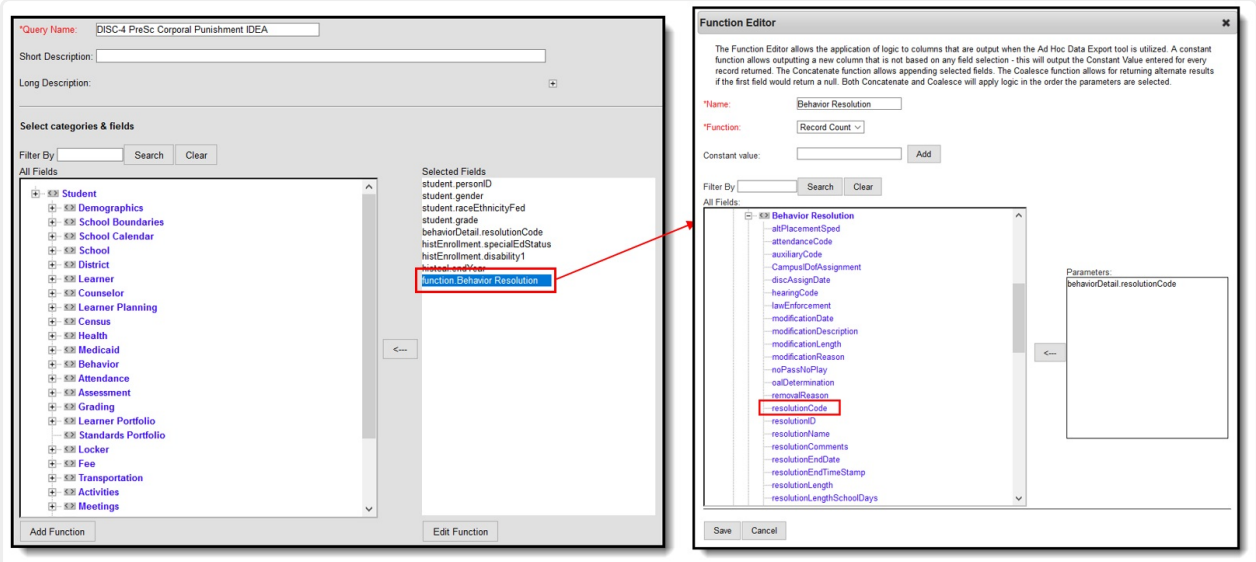
Sample Ad Hoc Filter



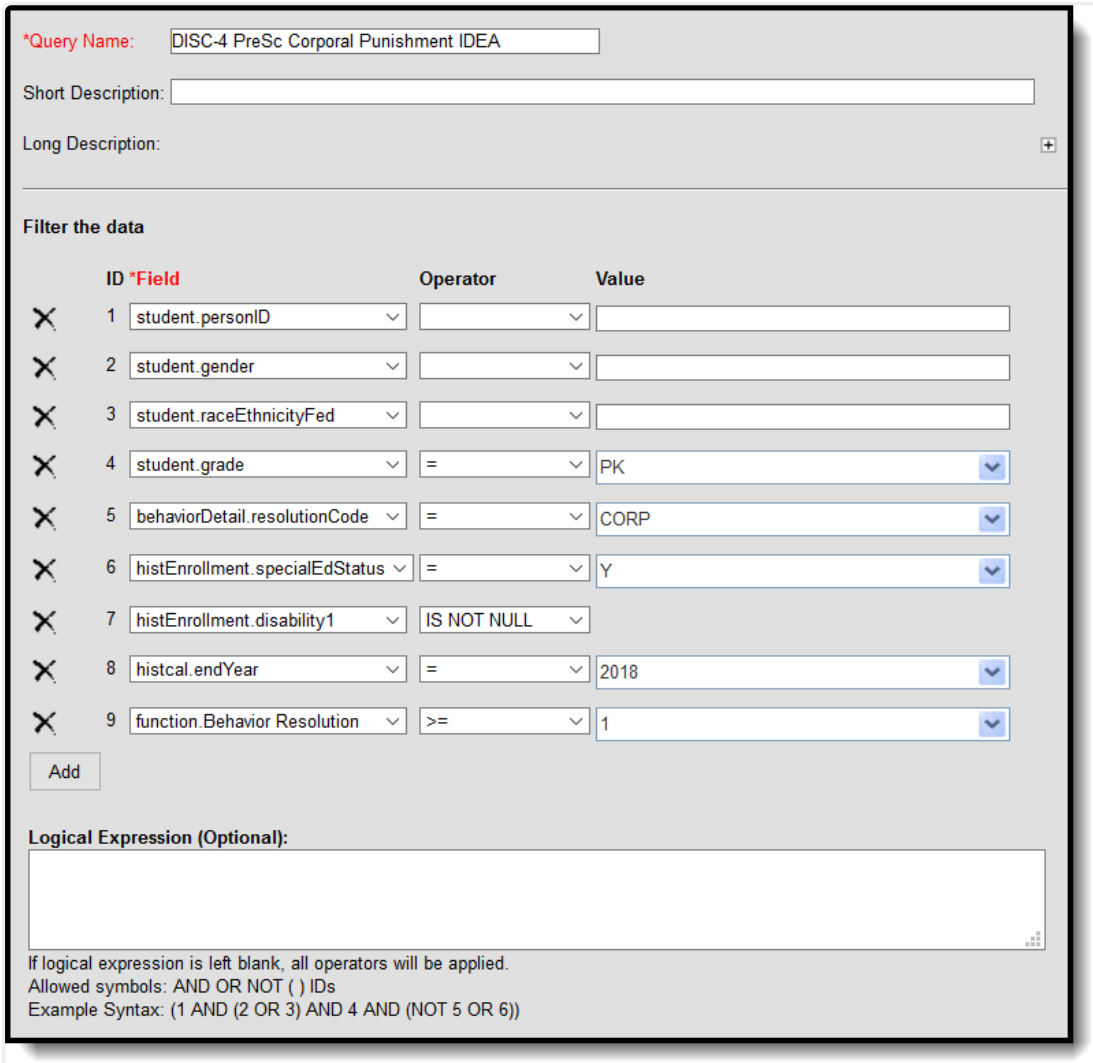
Filter For Preschool Students with Corporal Punishment

Preschool Corporal Punishment - with IDEA

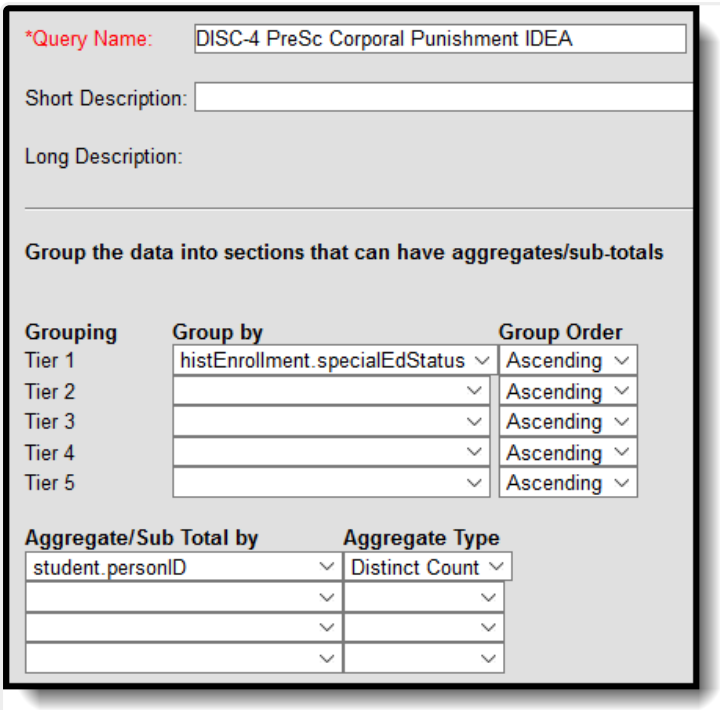
Create a filter similar to the example below using the **Query Wizard** and the **Student** Data Type.



Sample Ad Hoc Filter



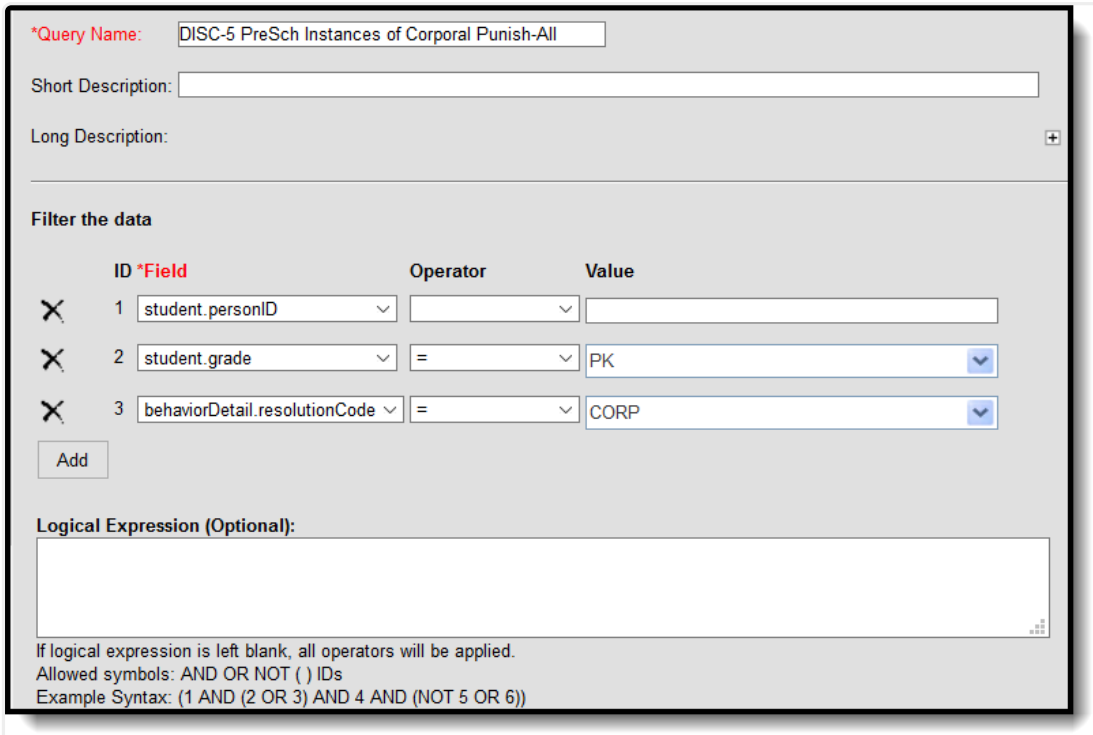
Sample Ad Hoc Filter



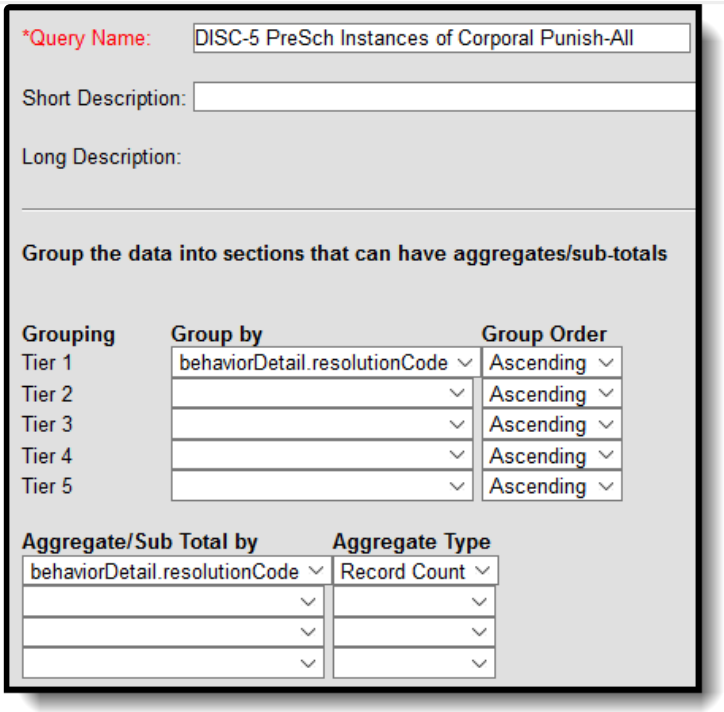
Filter Identifying the Number of IDEA Preschool Students who Received Corporal Punishment

Preschool Instances of Corporal Punishment

Create a filter similar to the example below using the **Query Wizard** and the **Student** Data Type.



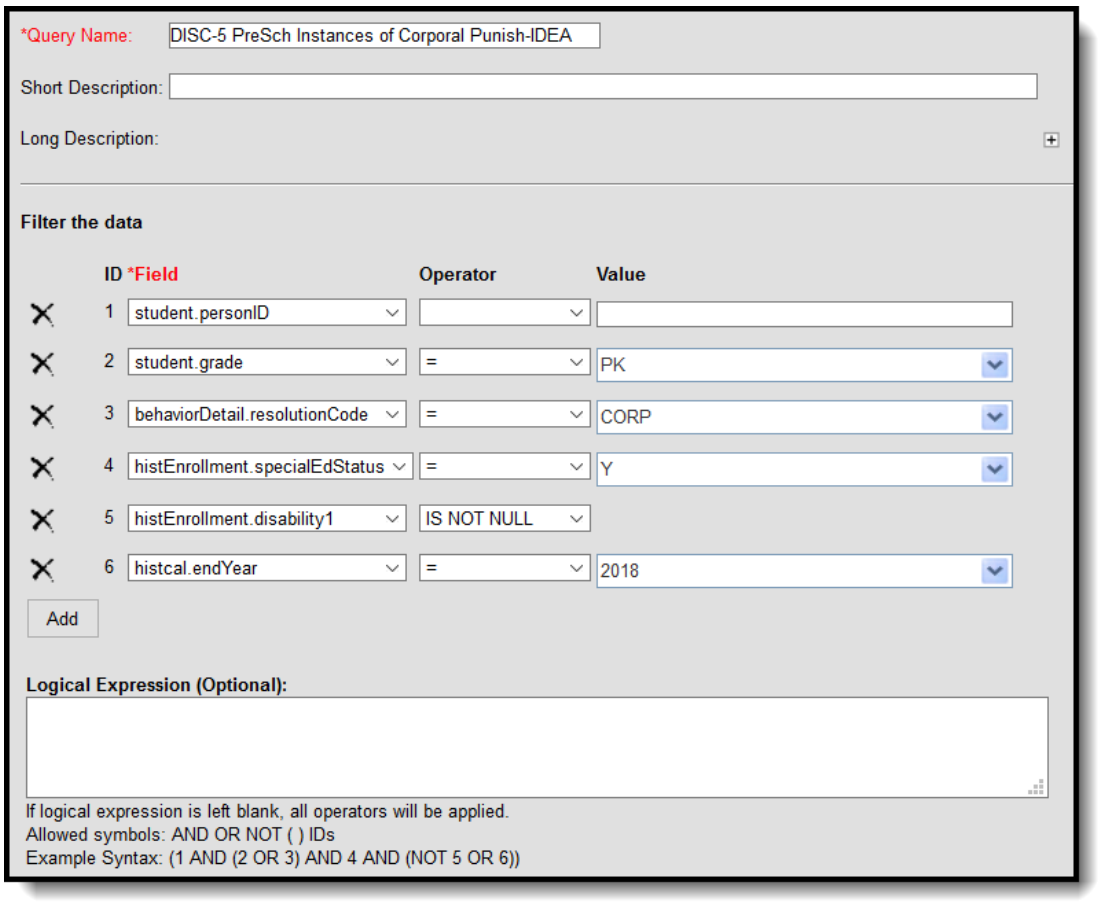
Sample Ad Hoc Filter

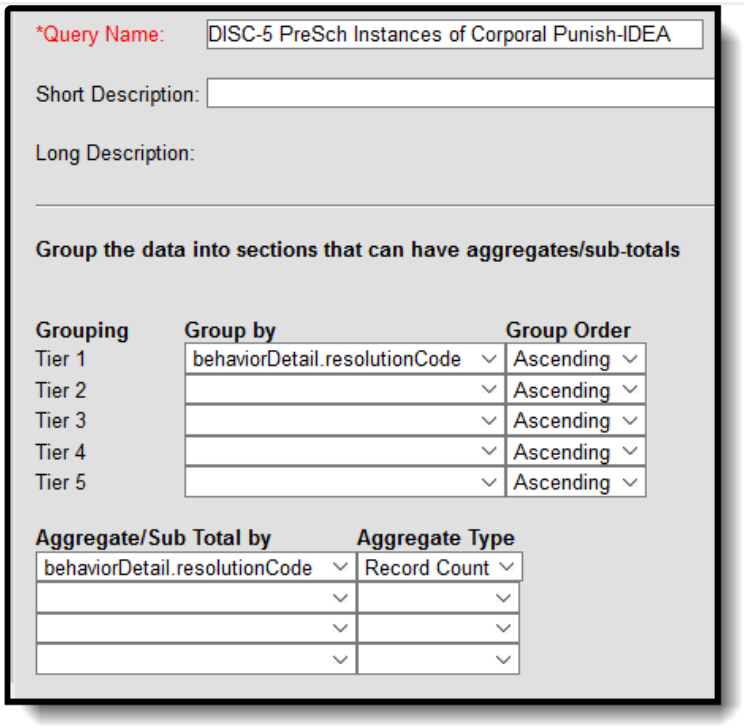


Filter Identifying the Number of Instances of Corporal Punishment for Preschool Children

Preschool Instances of Corporal Punishment with IDEA

Create a filter similar to the example below using the **Query Wizard** and the **Student** Data Type.



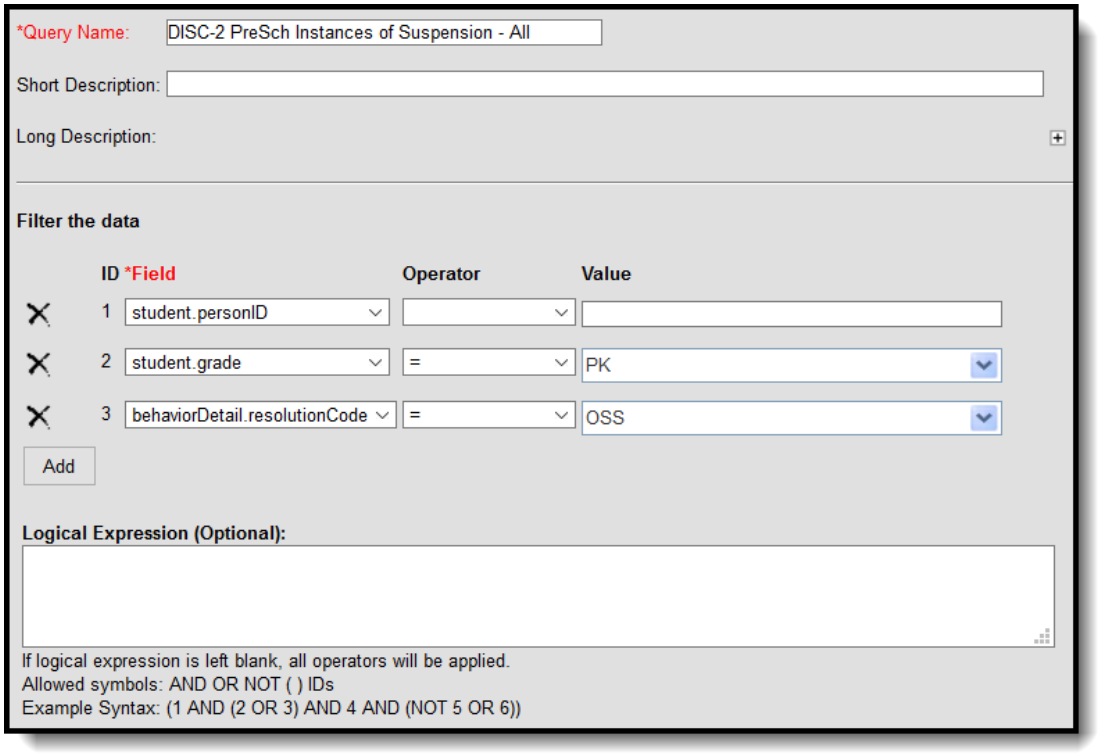


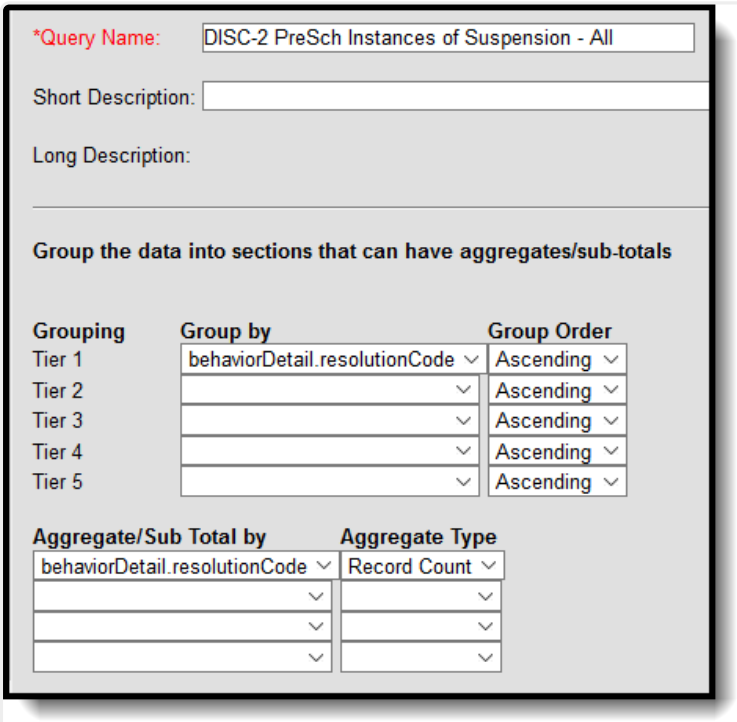
Filter Identifying the Number of Instances of Corporal Punishment for IDEA Preschool Children

DISC-5-9: Preschool Suspensions and Expulsions

Preschool Instances of Suspension

Create a filter similar to the example below using the **Query Wizard** and the **Student** Data Type.

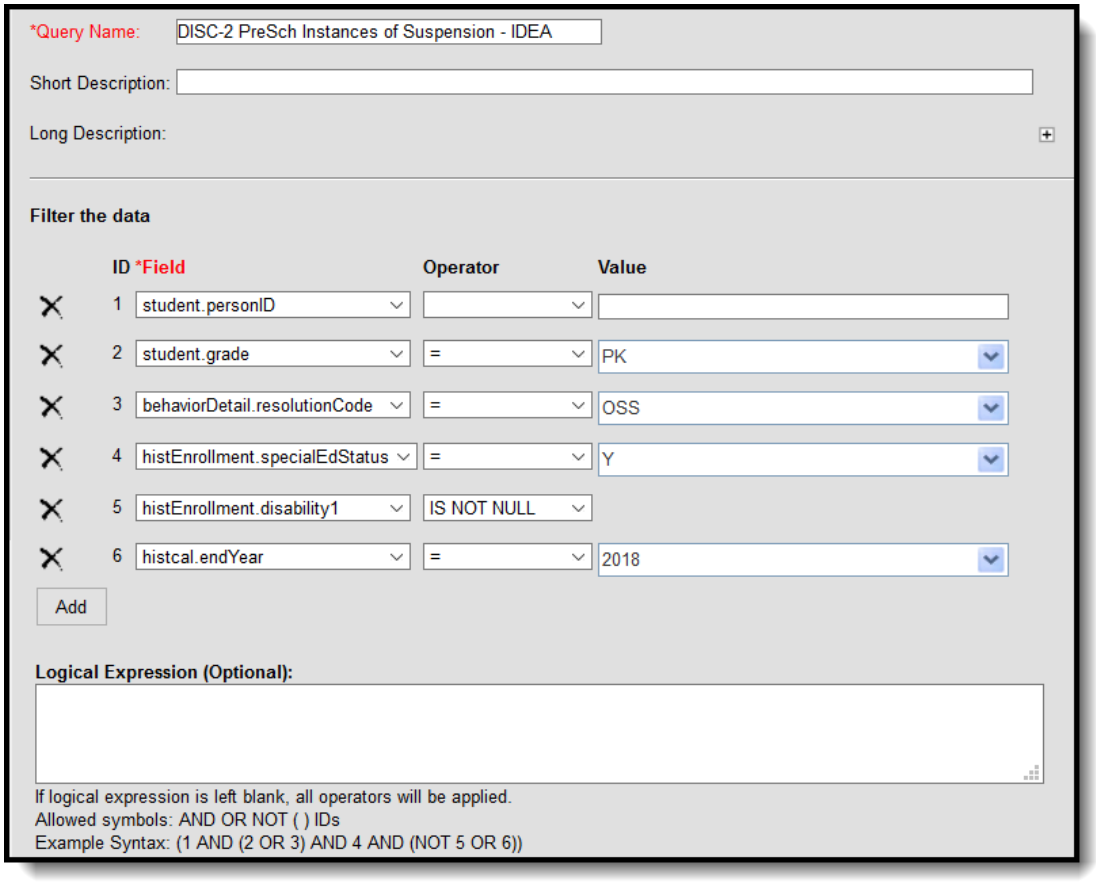


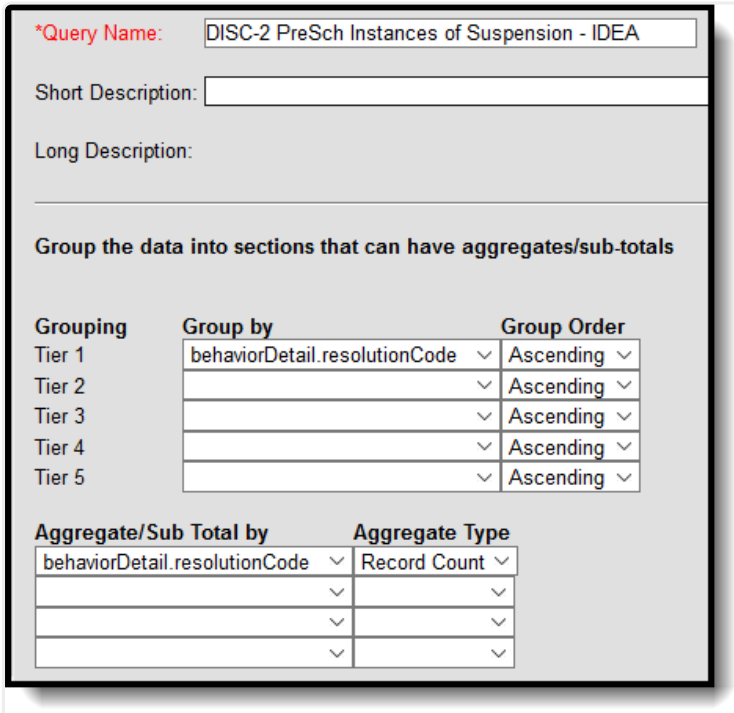


Filter Identifying the Number Instances of Suspension for Preschool Students

Preschool Instances of Suspension with IDEA

Create a filter similar to the example below using the **Query Wizard** and the **Student** Data Type.

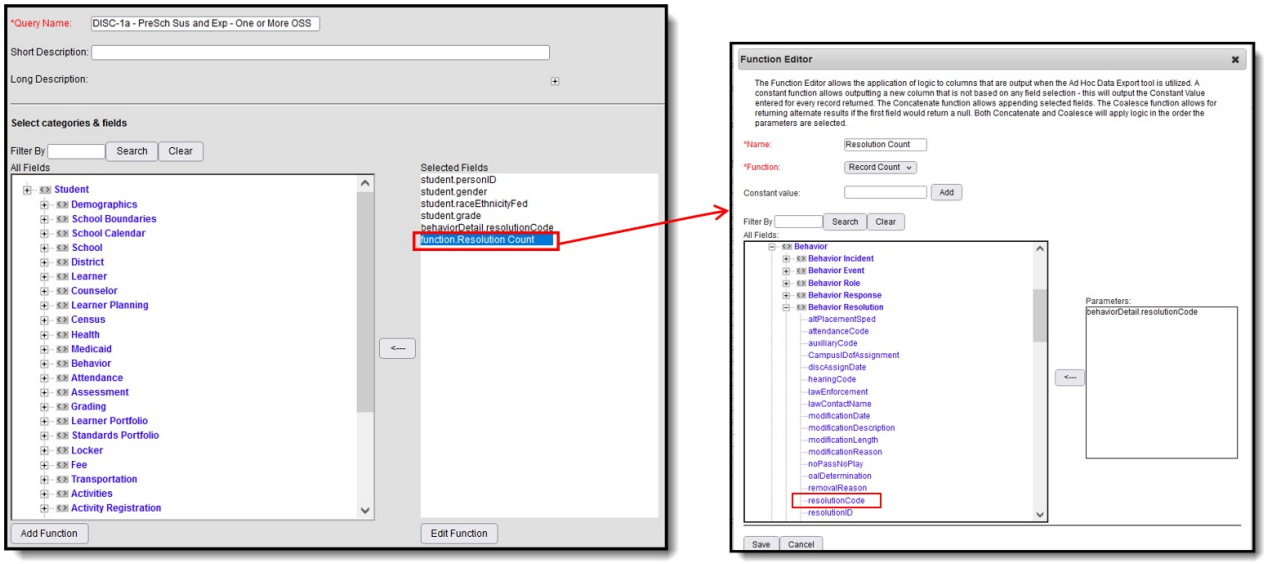


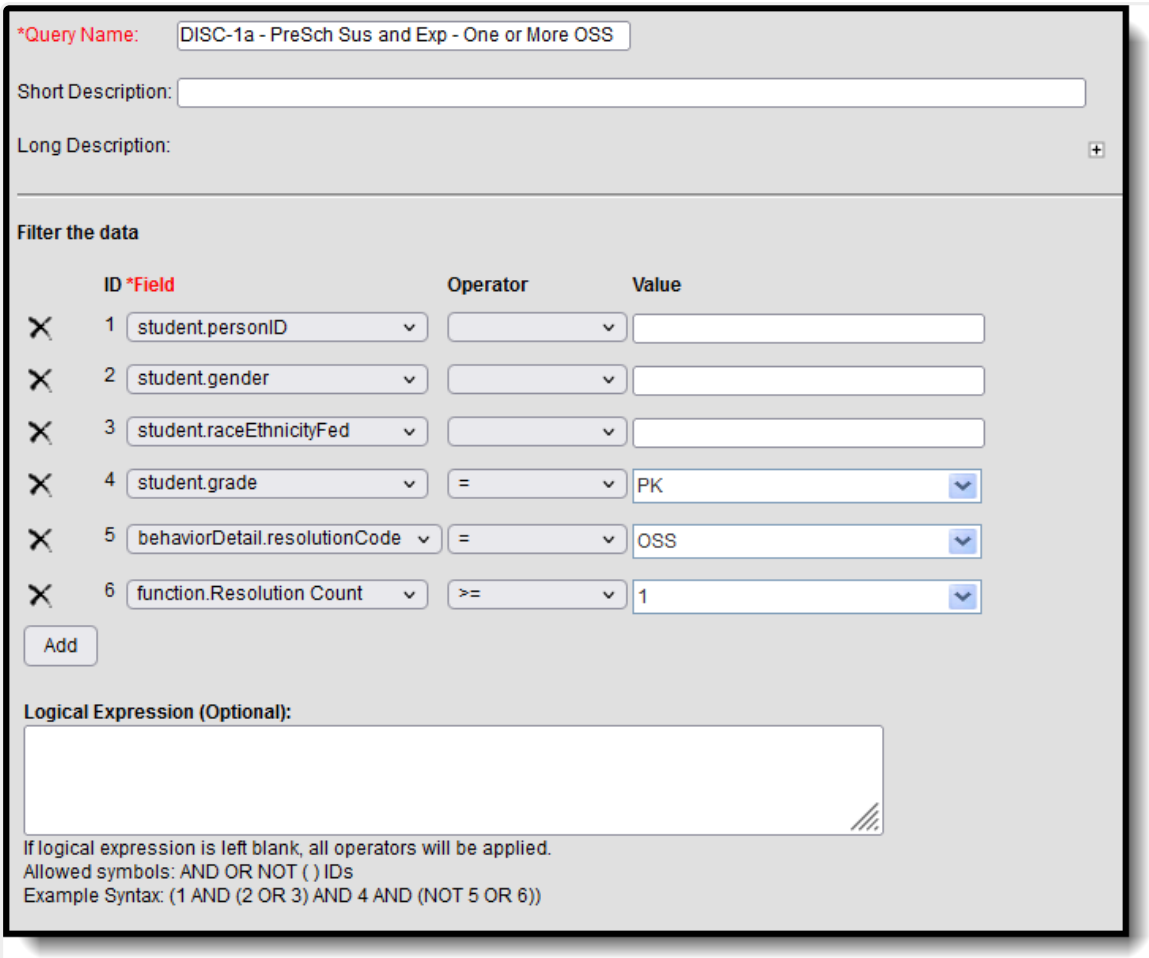


Filter Identifying the Number Instances of Suspension for IDEA Preschool Students

Preschool Suspensions and Expulsions - One or More Out-of-School Suspension

Create a filter similar to the example below using the **Query Wizard** and the **Student** Data Type.





Special filters can be created to identify preschool data.

Commonly used Ad hoc fields

The following table describes the location of the fields used in the examples in both the Campus interface and in the Query Wizard's Field Selection window.

Name	Ad hoc Field Selection	Campus Interface
student.firstName	Student > Demographics	*Census > People > Demographics*
student.lastName	Student > Demographics	*Census > People > Demographics*
student.gender	Student > Demographics	*Census > People > Demographics*
student.raceEthnicityFed	Student > Demographics	*Census > People > Demographics*
histEnrollment.grade	Student > Learner > All Enrollments > Core elements	*Student Information > General > Enrollments*
histEnrollment.startDate	Student > Learner > All Enrollments > Core elements	*Student Information > General > Enrollments*
histEnrollment.endDate	Student > Learner > All Enrollments > Core elements	*Student Information > General > Enrollments*
histEnrollment.section504	Student > Learner > State Reporting elements	*Student Information > General > Enrollments*
learningPlan.planStartDate	Student > Learner Planning > Learning Plans	*Student Information > PLP > General > Documents*
learningPlan.planEndDate	Student > Learner Planning > Learning Plans	*Student Information > PLP > General*

Name	Ad hoc Field Selection	Campus Interface
learningPlan.locked	Student > Learner Planning > Learning Plans	*Student Information > PLP > General > Documents*
learningPlan.disability1	Student > Learner Planning > Learning Plans	*Student Information > PLP > General > Documents*
spProgram.name	Student > Learner > Programs/Flags	*Student Information > Program Participation*
spProgram.startDate	Student > Learner > Programs/Flags	*Student Information > Program Participation*
spProgram.endDate	Student > Learner > Programs/Flags	*Student Information > Program Participation*
lep.ProgramStatus	Student > Learner > EL > EL	*Student Information > Program Participation > English Learners (EL)*
lep.identifiedDate	Student > Learner > EL > EL	*Student Information > Program Participation > English Learners (EL)*
lep.exitDate	Student > Learner > EL > EL	*Student Information > Program Participation > English Learners (EL)*
lep.parentDeclined	Student > Learner > EL > EL	*Student Information > Program Participation > English*

Name	Ad hoc Field Selection	Campus Interface
lepService.code	Student > Learner > EL > EL	*Student Information > Program Participation > English Learners (EL)*
lepService.name	Student > Learner > EL > EL	*Student Information > Program Participation > English Learners (EL)*
lepService.startDate	Student > Learner > EL > EL	*Student Information > Program Participation > English Learners (EL)*
lepService.endDate	Student > Learner > EL > EL	*Student Information > Program Participation > English Learners (EL)*
lepService.parentRefusedServices	Student > Learner > EL > EL	*Student Information > Program Participation > English Learners (EL)*
courseInfo.courseNumber	Course > Course Information	*Scheduling > Courses*
courseInfo.courseName	Course > Course Information	*Scheduling > Courses*
courseInfo.stateCode	Course > Course Information	*Scheduling > Courses*
courseInfo.SCED Subject Area	Course > Course Information	*Scheduling > Courses*
courseInfo.SCED Course Identifier	Course > Course Information	*Scheduling > Courses*
rosters.grade07Students	Course > Section Information >	*Scheduling >*

Name	Ad hoc Field Selection	Campus Interface
	Roster Summary	*Courses > Section > Roster*
rosters.grade08Students	Course > Section Information > Roster Summary	*Scheduling > Courses > Section > Roster*
histEnrollment.schoolOfAccountability	Student > Learner > All Enrollments > Core elements	*Student Information > General > Enrollments*