

## **Student Information Reports Tool Rights**

Last Modified on 03/24/2025 1:04 pm CDT

Since generating a report doesn't add or change existing data, only Read rights are required. Write/Add/Delete rights, if granted, have no impact. This article contains screenshots of what the Student Information Reports look like, with summaries of what each report is used for.

To learn more about these reports and how to run them, consult the individual articles in Student Information Reports.

<ul> <li>Reports</li> </ul>		🗹 Read 🗌 Write 🗌 Add 🗌 Delete
Activity Eligibility Report		🗹 Read 🗌 Write 🗌 Add 🗌 Delete
Age/Grade Level Exceptions Report		🗹 Read 🗌 Write 🗌 Add 🗌 Delete
Caseload Summary Report		🗹 Read 🗌 Write 🗌 Add 🗌 Delete
Counselor Report		🗹 Read 🗌 Write 🗌 Add 🗌 Delete
Duplicate IDs		🗹 Read 🗌 Write 🗌 Add 🗌 Delete
Duplicate Students Search		🗹 Read 🗌 Write 🗌 Add 🗌 Delete
Enrollment Loss Report		🗹 Read 🗌 Write 🗌 Add 🗌 Delete
Enrollment Overlap Report		🗹 Read 🗌 Write 🗌 Add 🗌 Delete
Enrollment Status Report		🗹 Read 🗌 Write 🗌 Add 🗌 Delete
Enrollment Summary Details Report		🗹 Read 🗌 Write 🗌 Add 🗌 Delete
Enrollment Summary Report		✓ Read □ Write □ Add □ Delete
File Labels By DOB		🗹 Read 🗌 Write 🗌 Add 🗌 Delete
Folder Labels by DOB		🗹 Read 🗌 Write 🗌 Add 🗌 Delete
Graduation Cohort Validation Report		🗹 Read 🗌 Write 🗌 Add 🗌 Delete
Medicaid Eligibility Report		✓ Read □ Write □ Add □ Delete
Medicaid Provider Service Log		✓ Read □ Write □ Add □ Delete
Medicaid Service Log		🗹 Read 🗌 Write 🗌 Add 🗌 Delete
Medicaid Service Report		✓ Read □ Write □ Add □ Delete
Meeting Report		Read Write Add Delete
No Show Report		🗹 Read 🗌 Write 🗌 Add 🗌 Delete
Plan Audit Report		🗹 Read 🗌 Write 🗌 Add 🗌 Delete
Process Compliance Report		✓ Read □ Write □ Add □ Delete
Service Detail Report		🗹 Read 🗌 Write 🗌 Add 🗌 Delete
Service Provider Detail Report		🗹 Read 🗌 Write 🗌 Add 🗌 Delete
Service Provider Summary Report		✓ Read □ Write □ Add □ Delete
Service Summary Report		✓ Read □ Write □ Add □ Delete
Test Accommodations Report (MN)		✓ Read □ Write □ Add □ Delete
Test Results Report		🗹 Read 🗌 Write 🗌 Add 🗌 Delete
	_	

Student Information - Reports Tool Rights

Some information, such as Social Security numbers, may not display on a report if the person generating the report doesn't have rights to view it. Users require Calendar Rights that determine the years and schools for which they can generate reports.



# **Activity Eligibility Report**

The Activity Eligibility Report can be used to monitor student grades and determine eligibility for participation in activities such as sports and theater.

#### • Click here to expand...

Which students we	ould you like to includ	le in the report?	Grading Task	5				
O Grade	All Students 08 09		All Grading Quarter Semester	Tasks				
	10		Semeste	r			_	
O Ad Hop Filte			English					
Enrollment Effect	ive Date 03/17							
Grading Terms	ା ଦା	2019 High S	9-20 School	Activity I Report Options: All Grades To Effective Da	Eligibility Grades erms: Q1, Q2, Q3, Q4 All T ate: 11/12/2019 In-Progres	Repo asks All s Grades	Scores Stud	dents: 5
Activity Courses	All	Generate on 11/12/2019 1	1:18:22 AM Page 1 of 1	Task	01 02	03	04	
	Fall Atl X10 X10	Student, Abby Student#: 123456 Grade: 11 Activity: Tennis - Girls	English 11 I Teacher, Dave	Semester	NC	45		-
	X10 X10 X11	Student, Adam Student#: 234567 Grade: 10 Activity: Soccer - Boys	EL Adv. Academic Skills I Teacher, Richard	Quarter	А			
	X11	Student, Beth Student#: 345678 Grade: 11 Activity: Tennis - Girls	English 11 I Teacher, Peter	Semester	NC			
Grade Option	O In-p	Student, Carrie Student#: 456789 Grade: 11 Activity: Soccer - Girls	English 11 I Teacher, Mike	Semester	NC			
Sort Option	O Stu	Student, David Student#: 567890 Grade: 11 Activity: Cross Country - Boys	English 11 I Teacher, Mike	Semester	NC			
	PDF							
Report Format								

### Age and Grade Level Exceptions Report

The Age/Grade Level Exceptions Report identifies students enrolled in grade levels but may not be the appropriate age for that grade level, as determined by the Grade Level Age settings. Schools can generate this report to verify the enrollments into the grade level are correct for this student or determine which students need to be enrolled in a different grade level.

nis report identifies students who fall ou	tside the age/grade guidelines established b	y the district:							
Students who have not reached i     Students who are of the maximum     Students who have exceeded the	the minimum age for a grade, by the cutoff o m age for a grade, whose birthdays fall afte e maximum age for a grade.	date. In the cutoff date.							
Which calendar(s) would you like to inc active year list by school list by year	lude in the report?								
23-24 23-24 Calaveras High School 23-24 Calaveras River Acad									
23-24 CCOE Jenny Lind Pre 23-24 CCOE San Andreas P 23-24 CCOE Valley Springs 23-24 CSIS District School 23-24 Gold Strike High Scho 23-24 Growing Together JL- 23-24 Growing Together VS 23-24 Growing Together VS	2021-2 High Sc Generated on 0 02:53:48 PM P	22 :hool 3/10/2022 age 1 of 2		Age/G	rade Le	vel Excep	tions Stud	ent List	
23-24 Jenny Lind Elementary 23-24 Mokelumne Hill Elemen 23-24 Non-Public School	2021-22 High School	Student Number	Gender	DOB	Grade	Age by Cutoff Date	Cutoff Date	Min Age	Max Ag
23-24 San Andreas Element	Student, Abraham	123456	М	11/02/2001	09	13	09/08/2015	15	16
23-24 Sierra Hills Education 23-24 Toyon Middle School	Student, Becca	234567	M	05/20/2001	09	14	09/08/2015	15	16
23-24 Valley Springs Elemen 23-24 West Point Elementary	Student, Donna	456789	M	09/23/2001	09	14	09/08/2015	15	16
CTRL-click or SHIFT-click to select mu Report Format PDF v	itiple								

## **Counselor Report**

TheCounselor Report prints counselor information for students. To appear in this report, the staff member must be listed as a counselor in the District Assignment or in the Personnel Master, and the student must have an active enrollment.

Click here to expand...

Infinite Campus

Counselor Report Counselor Report This report prints informativ a student will print.	DFT ☆	Counselors b	used on active Counselor Staff Team mem	Stur	lent Inform Date is left bl:	ation > Rep ank, all Counseld	orts > Couns or Staff history for	elor Report		
O Grade     All Sta     O	e to include in the report a	2								
Ad Hoc Filter	03/17/2025		201 High Generated on 09/04/2019	19-20 School 03:56:15 PM Page 1 of 45				Cour All Grades Counseling F Students	Effective Date: 09/04/2019 Effective Date: 09/04/2019 Iffective Date: 09/04/2019 1481 Counselors: 8	
Which counselors would you ii Counselor (Total: 10)	ke to indlude in the repo All Counselors Crosby, Arianna Dragseth, Debra Dukowitz, Jamie Easley, Antiwan Exner, Marilou Olstadt, Stacy Opel, Cameron Range, Krista Ritter, Jacob	Grade 10 10 10 10 10	: Student (#) Student, Amanda (#123456) Student, Ben (#234567) Student, Charlotte (#345678) Student, Charlotte (#345678) Student, Eric (#567890)	Counselor Staff, Alice Staff, Alice Staff, Alice Staff, Brian Staff, Brian	Start/E 08/20/2 08/20/2 08/28/2 08/20/2 08/20/2	nd Date 018 - 018 - 018 - 018 - 018 -	Title Counselor Counselor Counselor Counselor	Work Phone	Cell Phone (612)888-8888	Email counselor_HS@school.com counselor_HS@school.com five aaa@infinitesampus.com counselor_HS@school.com counselor_HS@school.com
Counseling Effective Date Group Options O Stude Report Format: PDF v Generate	03/17/2025  ant Counselor Report	-								
				Counseld	or Re	port		_		



## **Duplicate IDs Report**

The Duplicate IDs Report lists students who have the same Local ID (Student Number) and/or State ID as other students. The report searches for duplicate Local or State IDs assigned to multiple students across the entire district, regardless of the school selected in the Campus toolbar. ALL students associated with duplicate Local or State IDs are returned, including inactive students.

Click here to expand...

Mount This Report         Report Options         State ID         Alborough, Dallas       Gender       Birth Date       Courting P         State ID       State ID <th>Duplicate IDs ☆</th> <th></th> <th></th> <th>Student Info</th> <th>ormation &gt; Re</th> <th>eports &gt; Duplicate IDs</th> <th></th> <th></th> <th></th>	Duplicate IDs ☆			Student Info	ormation > Re	eports > Duplicate IDs			
Report Options         State ID       <th colspan="2</th> <th></th> <th></th> <th></th> <th></th> <th></th> <th>About This Report</th> <th></th> <th></th> <th></th>						About This Report			
Which duplicate records would you like to include in the product of	Report Options								
Image: Construct of the report sorted?       Name       State ID       <	Which duplicate records would you like to include	in t							
Output Options         Person: 7         Duplicates: 4           How wold you like the report sorted?         Name         Generated on 09/03/2024 11:34:00 AM         Page 1 of 1         Person: 7         Duplicates: 4           How wold you like the report sorted?         Name         Generated on 09/03/2024 11:34:00 AM         Page 1 of 1         State ID         Calendar         Grade Enrollm           Alborough, Dallas         M         01/01/2008         109301         0000000109301         24-25 Harrison High         12         07/01/2024           Baker, Courtney         F         01/03/2018         109301         000000015255541         20-21 Harrison High         12         07/01/2024           Baker, Courtney         F         08/14/2007         152         000000015285541         20-21 Harrison High         12         07/01/2024           Bannell, Innes         M         03/14/2017         104710         0000007105655         10-20         12/07/11/2024           Rawls, Bradly         M         04/26/2009         104710         0000007126554         10-21         10/12/2024	<ul> <li>Local ID</li> <li>State ID</li> </ul>	2 Harris	4-25 son High	MN 55436		Stude Matchin	nt Duplicate ID R g Criteria: Local ID Sort B	epor Name	t
How woold you like the report sorted?         Name         Gender         Birth Date         Local ID         State ID         Calendar         Grade         Enrolim           O Local ID         O         O         00000010301         24-25         Harrison High         12         07/01/2024           State ID         State ID         Baker, Courtney         F         08/17/2002         152         00000015285541         20-21         Harrison High         12         07/01/2024           Baker, Courtney         F         08/17/2002         152         00000015285541         20-21         Harrison High         12         07/01/2024           Baker, F, Courtney         F         08/17/2002         152         00000015285541         20-21         Harrison High         12         07/01/2024           Baher, F, Courtney         F         08/17/2002         152         00000015285541         20-21         Harrison High         12         07/01/2024           Baher, Bradus         M         03/14/2017         104710         000000715285541         12-21         Harrison High         20         07/01/2024           Bannell, Innes         M         03/14/2017         104710         000000710565541         12-21         12/12/1204         12/22/2018	Output Options	Generated on 09/03/202	24 11:34:00 AM	Page 1 of 1			Person: 7 Duplicates: 4		
Name         Gender         Birth Deta         Local ID         State ID         Calendar         Grade         Enrollm           \Local ID         Local ID         Local ID         State ID         State ID         State ID         Center         Grade         Enrollm         D/701/2008         199301         0000001019301 24:25         Harrison High         12         07/01/2028         199301         0000000109301 24:25         Harrison High         12         07/01/2028         Elementary         01         07/01/2028         Elementary         02         07/01/2028         Elementary         02         07/01/2028         Elementary         02         07/01/2028         Elementary         02         07/01/2028         Elementary         04         06/22/2018         Elementary         04         06/22/2018         Elementary         04         06/	How would you like the report sorted?								
Alborough, Dailas         M         01/01/2028         109301         00000010301         24-25         Harrison High         12         07/01/2024           State ID         State ID         Baker, Courtney         F         08/17/2002         152         0000001556541         20-21         Harrison High         12         07/01/2024           Baker, Jacques         M         09/21/2000         152         0000001556541         20-21         Harrison High         12         07/01/2024           Baher, Jacques         M         09/21/2000         152         0000001526551         19-20         Harrison High         12         07/01/2024           Baher, Jacques         M         09/21/2000         152         0000001526551         19-20         Harrison High         12         07/01/2024           Baher, Jacques         M         03/14/2017         104710         000000715665         19-20         Harrison High         12         07/01/2024           Rawis, Bradly         M         06/01/2009         104724         000000716565         Lincoln Elementary         04         06/22/2018	Name	Name	Gender	<b>Birth Date</b>	Local ID	State ID	Calendar	Grade	Enrollment Date
Critten, Geraldine         F         01/03/2018         109301         000003018253         24-25 Cleveland         01         07/01/202           Baker, Courtney         F         08/17/2002         152         0000001556541         20-21 Harrison High         12         07/01/202           Baker, Jacques         M         09/21/2002         152         00000015865541         20-21 Harrison High         12         07/01/202           Bannell, Innes         M         03/14/2017         104710         0000007105665         11:20 Harrison High         12         07/01/202           Philips, Emile         M         04/26/2009         104710         0000007105665         Lincoln Elementary         04         06/22/2018           Rawls, Bradly         M         06/01/2009         104724         000000724571         Lincoln Elementary         04         06/22/2018		Alborough, Dallas	M	01/01/2008	109301	000000109301	24-25 Harrison High	12	07/01/2024-
Baker, Equres         F         08/17/2002         152         000001556541         20-21 Harrison High         12         07/01/202           Baker, Jacques         M         09/21/2000         152         0000001526553         19-20 Harrison High         12         07/01/202           Bannell, Innes         M         03/14/2017         104710         0000007105655         Lincoin Elementary         02         07/01/202           Philips, Emile         M         04/26/2009         104710         0000007105665         Lincoin Elementary         04         06/22/2018           Rawls, Bradly         M         06/01/2009         104724         0000007245701         Lincoin Elementary         04         06/22/2018	State ID	Critten, Geraldine	F	01/03/2018	109301	0000003018253	24-25 Cleveland Elementary	01	07/01/2024-
Baker, Jacques         M         09/21/200         152         000000152853         19/20 Harrison High         12         07/01/201           Bannell, Innes         M         03/14/2017         10/4710         000000710914         24/25 Arthur Elementary         02         0/07/01/201           Philips, Emile         M         04/26/2009         104710         000000710914         24/25 Arthur Elementary         04         06/22/2018           Rawls, Bradly         M         06/01/2009         104724         0000007245701         Lincoin Elementary         04         06/22/2018		Baker, Courtney	F	08/17/2002	152	0000001556541	20-21 Harrison High	12	07/01/2020-06/01/2021
Bannell, Innes         M         03/14/2017         104710         0000007100914         24-25 Arthur Elementary         02         07/01/202           Philips, Emile         M         04/26/2009         104714         0000007100914         24-25 Arthur Elementary         04         06/22/2018           Rawis, Bradiy         M         06/01/2009         104724         0000007245701         Lincoin Elementary         04         06/22/2018		Baker, Jacques	M	09/21/2000	152	0000001528553	19-20 Harrison High	12	07/01/2019-
Philips, Emile         M         04/26/2009         104/10         000000/105655         Lincoin Elementary         04         06/22/2011           Rawls, Bradly         M         06/01/2009         104724         0000007245701         Lincoin Elementary         04         06/22/2011           Centeratic         Image: Strategy of the strategy of		Bannell, Innes	M	03/14/2017	104710	0000007100914	24-25 Arthur Elementary	02	07/01/2024-
Generate		Philips, Emile	M	04/26/2009	104/10	0000007105665	Lincoln Elementary	04	06/22/2018-
Generate Seedback		Rawis, Bradiy	M	06/01/2009	104724	000007245701	Lincoln Elementary	04	06/22/2018-
	Generate					Feedback			
Duplicate IDs Report			Duplic	cate IDs	Repo	rt			

# **Duplicate Students Search Report**

The Duplicate Students Search displays student records with a match in demographic information based on either an Exact Match or a Soundex Match. This report is useful in maintaining clean student data.

licate Students Search Report This report is used to search a student who has been duplicated field is null, it should not exclude the record from the results. For	in the system. There are options for each pair of possible duplicated stur	considering duplication: If a dents, student demographics	ident Information	> Report	is > Duplicate Students Searc	h			
data, the most neent student enrollment data and student conta Which schools would you like to include in the report? Robbinsdale Armstrong High School	ct information will be printed.								
	Generated	18-19 HIGH SCHOO	PM Page 1		Du Matc	plicate Students Sear hing Criteria: Name, Birthday, SSN Person: 2 Duplicates: 2	<b>ch Rep</b> N. Race, Ge	ort	
CTRL-click or SHIFT-click to select multiple						Enrollment & Contact			
Which criteria would you like to use to consider the dup	Name Student, Ann	SSN Student # 123456789	Birthday Gende 01/01/2002 F	r Race 4	District Sch HIG	NOOI H SCHOOL	Year 18-19	Grade 10	08/13/2018-
Z Last Name	Student, Ann	Pending	01/01/2002 F	4	HIG	HSCHOOL	18-19	10	08/13/18 - 06/30/19
First Name	Student, Ann	Pending	01/01/2002 F	4	HIG	H SCHOOL	18-19	10	08/13/2018-
Middle Name	Student, Ann	123456789	01/01/2002 F	4	HIG	H SCHOOL	18-19	10	08/13/18 - 06/30/19
Middle Name (first initial)									
Gender     Birthday									
Social Security Number									
Race Ethnicity									
Report Options									
PDF v									
Generate Repo	rt Submit to Batch								

## **Enrollment Reports**

### **Enrollment Loss Report**

The Enrollment Loss Report provides a list of students who are no longer enrolled in the selected school as of the entered date.

#### Click here to expand...

			Stude	ent Information	Report	s > Enrollment Loss Report			
						About This Report			
Set Up									
Effective Date *				1					
03/17/2025	Ge	1234 SCHOOI enerated on 05/19/2022 11	L DISTRICT			Enrollment L School(s): 5 C	oss Report alendar(s): 5		
Output Options	Sch	ool: Elementary Sch	ool Calendar: 2021	-22 Elementa	y Grade	:: HK			
	Grad	e Student	Student	t Number R/E	G	Address	Zip	Proj Loc	Loss Reason
	HK	Student, Amy Student, Rrian	123456	4	F M	145 Island Ave	55512	XXX XXX	No Enrollment
Report Format	нк	Student, Dhan	345678	4	F	310 Button Road	55512	XXX	No Enrollment
	Tota Sch Grad	al Grade HK: 3 ool: Middle School	Calendar: 2021-22 I	Middle Schoo	Grade:	06 Address	Zip	Proiloc	Loss Reason
	06	Student, Drake	456789	4	M	852 Palisades Drive	55512	011	2000 1100001
	Tota	al Grade 06: 1			_			_	

#### **Enrollment Overlap Report**

The Enrollment Overlap Report lists students who are simultaneously enrolled in two or more different schools on the same date. While running the report, students visible under the user's



calendar rights enables the visibility of data regarding enrollment overlaps that pertain to other schools in the state.

#### Click here to expand...

Enrollment Overlap Report 🏠		Student In	formation > Reports >	Enrollment Ove	erlap Report		
Enrollment Overlap Report							
This report prints enrollment information for students who have overla This is a very complex report; please try to limit the number of student	oping enrollments. s run per batch.						
Which School Year/Enrollment Dates would you like to evaluate?							
Enrollment Dates (optional)							
Which schools would you like to include?							
All Schools 2/3 Day Preschool - NHLC (Non Rpt) 2/3 Day Preschool - ZLE (Non Rpt) 5 Day Preschool - XHLC (Non Rpt)	Emer Generated on 10:0	18-19 son High School 7/2019 05:36:00 PM Page 1 of 1	1	Enrollment O Year: 18-19 Sort: Student Nar Included: No Sl Enrollment	All Grades ne Students: 12 how Enrollments t types: All	rt	
Adult Academic Program Armstrong Credit Recovery	School: Emerson Hig	h School		Linteinitein	, den ser		
C & T OUT (Non Rpt)	Student (#)	School	Calendar	Grade	Start/End Date	Type Percent	Overlap Days
Cooper Credit Recovery Early Adventures - Neill	Student, Alan (#12345	<ol><li>Emerson High School</li></ol>	18-19 Emerson High School	10	07/24/2018- 06/30/2019	S	
Early Adventures- PLE		Franklin High School	18-19 Franklin High School	10	07/24/2018- 06/30/2019	Ρ	342
Which students would you like to include?	Student, Amelia (#234567)	Emerson High School	18-19 Emerson High School	12	07/24/2018- 06/30/2019	Р	
Grade All Students     AAP	(	Franklin High School	18-19 Franklin High School	12	08/13/2018- 06/30/2019	S	322
EC	Student, Benson (#345789)	Emerson High School	18-19 Emerson High School	12	10/01/2018- 06/30/2019	Р	
K		Out of District School	18-19 Out of District School	12	08/27/2018- 06/30/2019	Р	273
Ad Hoc Filter	Student, Bethany (#456789)	Emerson High School	18-19 Emerson High School	12	07/24/2018-06/30/2019	Р	
Which enrollments would you like to include?	(	Franklin High School	18-19 Franklin High School	12	08/13/2018- 06/30/2019	S	322
Enrollment service type:	Student, Cameron (#567890)	Emerson High School	18-19 Emerson High School	12	07/24/2018- 06/30/2019	Ρ	
All		Franklin High School	18-19 Franklin High School	12	08/13/2018- 06/30/2019	S	322
Primary	Student, Cassie (#678901)	Emerson High School	18-19 Emerson High School	11	07/24/2018- 06/30/2019	S	
		Dupont Education Center	18-19 Dupont Education C	11	07/24/2018- 06/30/2019	Р	342
	Enrollm	nent Overlap	Report				_

#### **Enrollment Status Report**

The Enrollment Status Report displays all enrollment information for a certain student within a certain calendar. If a student is enrolled, and then leaves the district but moves back, both enrollments are included on the report.



#### **Enrollment Summary Details Report**

The Enrollment Summary Details Report lists student enrollment data using the start and end date of enrollment, enrollment start and end status, and race/ethnicity information.

Click here to expand...

Infinite Campus

nent Summary Details Report				•					
is report is a detail version of the Enrollment Summary Report. Stude alort as determined in the report editor. Either Federal or State Race fliple calendars within a School Year. It is preferable to select grade is ording population by the criteria used in both filters.	nt demographic and enrollment informa /Ethnicity values can be used. This rep evels or an adHoc filter. Using both will	tion will display ort can be run for narrow the							
Enrolment Effective Date <sup>4</sup> 03/21/2025 Grade(s) Select one or more grade levels.	w	18-1	•		Student Enrollment	Summa	ry Details	Report	
Ad Hoc Filter  Select an Ad Hoc Filter  *	Generate	High Sc d on 02/15/2019	hool 11:03:01 AM	Page 1	Calendar: 201 Grade(s): 10 Sort By Nam Effective Date: 02/15/20 Total Students: 557	<ul> <li>HS - F</li> <li>Race/E</li> <li>Enrolli</li> <li>State St</li> </ul>	EGULAR thnicity Source nent Types: P, art/End Status	: Federal S, N	
What types of enrollments would you like to include in the report? At least one must be selected	Student	Gender	Student Number	Race/Ethnicity	Calendar	Grade	Start Date	End Date	Туре
P.Primary	Student, Alex	М	123456	White	2019 - HS - REGULAR	10	07/23/2018		Primary
S:Partial N:Special Ed Services	Student, Annie	F	234567	White	2019 - HS - REGULAR Start Status(E1): 1st AZ enroll, from same scho Start Status(E1): 1st AZ enroll, from same scho	ol 10 ol	07/23/2018		Primary
	Student, Benjamin	F	345678	Hispanic/Latino	2019 - HS - REGULAR Start Status/E1): 1st AZ enroll from same scho	10	07/23/2018		Primary
Observe State Exclude (Do not include enrollments marked as state exclude)	Student, Britt	М	456789	Hispanic/Latino	2019 - HS - REGULAR Start Status(E1): 1st AZ enroll, from same scho	10 ol	07/23/2018		Primary
Which Race/Ethnicity values would you like to use?	Student, Calvin	м	567890	White	2019 - HS - REGULAR	10	07/23/2018		Primary
Federal Race/Ethnicity values     State Race/Ethnicity values	Student, Caroline	F	678901	White	2019 - HS - REGULAR Start Status(E1): 1st AZ enroll, from same scho	51 10 51	07/23/2018		Primary
			-						
	Engrad	line a safe (	C		haila Damark				

#### **Enrollment Summary Report**

The Enrollment Summary Report lists a district-wide breakdown of enrollments grouped by school, grade, gender and race. This report will print for one school, multiple schools or All Schools.

report will list a breakdown of enrollments grouped by school,	grade, gender and race/ethnicity. The re	port can be									- 1				
erated using Federal Race/Ethnicity designations of State Rac es for Race/Ethnicity, the Tall report format is recommended. S uded in this report.	s/Ethnicity Values. If your state has many tudents with enrollments flagged as "No	Show" are i	not												
	Region	al School	District	,				Stu	dent Er	ırollme	nt Sun	ımary l	Report		
Enroliment Effective Date* 03/21/2025	Generated on 08/27/20	10 03:58:24 P	M Pagelo	f 1				E Race/E	ffective Dat Total Race Innicity Sou	te: 10/01/20 e/Ethnicitie rce: Federal	09 Enrol 5 of 7 T Male/Fe	ment Type otal School nale/Total:	s: P, N s: 2 196/138/334		
Which schools would you like to include in the report?															
All Cabasia															
All Schools 2/3 Day Preschool Niel C (Non Pot)	Student Population by Race/	Ethnicity	and Grad	ie Level (	Male/Fei	nale/Tota	I)								
2/3 Day Preschool - 7LE (Non Ppt)															
5 Day Preschool - NHLC (Non Rot)	Outside Placement														
Adult Academic Program	RecelEthnielty	Orade 02	Grade 03	Grade 04	Orade 05	Orade 09	Orade 07	Grade 08	Grade 09	Grade 10	Orada	11 Orad	le 12 Orac	e K. Grade I	P All Grad
Armstrong Credit Recovery	1:Hispanio/Latino				-			011/1			1/0/				1/1/2
C & T OUT (Non Pat)	2:American Indian or Alaska Native														
Cooper Credit Recovery	4:Black or African American		1/0/1		-										101
Early Adventures Neill	ENative Hawalian or Other Pacific Islander								-						
Early Adventures - Iven	6:White	1/1/2	1/0/1	2/0/2	0/1/1	4/1/5	4/1/5	3/0/3	2/0/2	2/1/3	2/1/	1/5	2/1 3/1	4 2/2/4	28/9/37
Eany Adventures- PLE	7:Two or more races	•		-	-	-	-		-	-	1/0/				1/0/1
	Underlined		200	202	-	1/0/1	411.6	2/1/4	2/0/2	211/2	- -				27/11/4
Which Race/Ethnicity values would you like to use?	- Color		21112	2.01		27.74		2.14	27072	2.112	2.0				20110
Eaderal Dace/Ethnicity Values	Private School Students														
State Dass (Ethnisity Volues	Race/Ethniolty	Orade 01	Orade 02 C	ande 03 Gra	de 04 Orad	e 05 Grade O	B Orade 07	Orade 08	Orade 09	Orade 10	Orade 11	Orade 12	Orade KA Or	ade KF Grade	KP All Grad
O State Race/Etimicity values	1:Hispanio/Latino					•								· ·	
	2:American Indian or Alaska Native 5-Anian													: :	
How would you like to format the report?	4:Black or African American														
Original Format: Race/Ethnicities across the top and G	6:Native Hawalian or Other Pacific Islander											-			
Tall Format: Grade Levels across the top and Race/Et	6:White	5/11/16	5/5/10	8/5/13 5/	6/11 5/6	11 \$/4/9	7/4/11	8/9/17	8/6/14	44/16/60	31/20/51	30/28/58	0/2/2	3/2/2 0/2/2	161/126/2
	7:Two or more raced		-	-			-	-	-	-	-	-	-		-
	Total	5/11/16	6/5/11	8/5/13 5/	6/11 5/6	11 5/4/9	7/4/11	9/9/18	8/7/15	45/16/61	31/20/51	30/28/58	0.2/2	0/2/2 0/2/	164/127/2
	Student Population Excludin	g White n	ot of His	panic Ori	gin										
	School		Total	Percent	tage										
	Outside Placement		6	13.95	96										
	Private School Students		4	1.379	6										
	Total		10	2.99	16										

# File Labels by DOB

The File Labels by DOB report is formatted to print on 1" X 2-5/8" labels (Avery 5160). The labels include the student's name, student number, and birthdate. The report includes only students whose birth dates fall within the entered date range.

Click here to expand...

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File Labels By DOB ☆		Student Information > Reports >	File Labels By DOB
File Labels By Date Of Birth This report is formatised to print on 1 X 2-5/8 labels (Avery 5169). The labels include Date of Birth. Only the students whose birth date fails within the user input date rang	Student Name, Student Number, and ge are included in the report.		
*Starting Birth Date:	Student, Anna	Student, Declan	Student, Geenie
	123456	456789	789012
	10/10/2001	04/30/2002	06/21/2002
Grade     All Students     AAP     EC     HK     K	Student, Benjamin	Student, Evie	Student, Homer
	234567	567890	890123
	01/01/2002	04/05/2002	10/24/2001
Ad Hoc Filter     How would you like the report sorted?     Norman Student Number     Report Format: PDF     Cenerate Report	Student, Callie	Student, Franklin	Student, Ivy
	345678	678901	901234
	06/27/2002	11/14/2001	10/21/2001
	File Labels by L	DOB	

# **Folder Labels by DOB**

The Folder Labels by DOB report is formatted to print on 1" X 2-5/8" labels (Avery 5160). The labels include the guardian's name, student name, gender, date of birth, primary <u>household</u>



address, and household phone number. Only students whose birth date falls within the entered birth date range (required entry) will be included on the report.

#### Click here to expand...



# **Graduation Cohort Validations Report**

The Graduation Cohort Validations Report lists graduation and cohort records that are not complete or do not match enrollment records. Information returned on this report can be used to perform data cleanup before state and federal graduation reporting.

Click here to expand...

Graduation Cohort Validation Re	port ☆		Student I	nform	iation > I	Reports	Graduation	Cohort Validation	Report							
Graduation Cohort Validations This report lists graduation and cohort records that are not	complete or do not match enrollment recor	rds.							- 1							
Validation Types Choose one or more validation(s) to include on the report Inconsistent Enrolment/Graduation Data	Report Elements Choose the data elements to include o District Number District Name				18-19 High Scho	ol			Graduatio Calendar:	n C	Soho	ort Valic	lation	3		
Diploma Date Diploma Type Diploma Period Post Grad Location	School Number School Name School StateID Student Last Name	Inconsi District Number	Generate stent Enrollme District Name	nt/Grad	uation Data School Name	State ID	Last Name	First	lane	ML	Recen	t End Status	Diploma Date	]		
Post Grad Plans     Inconsistent Enrollment/Cohort Data     Incomplete Cohort Data     Cohort Field Determination	Student First Name Student Middle Initial	District Number 10	lete Graduatio District Name Sample Sample	School Number 601 601	School Name High School High School	State ID 1234567899 234567890	Last Name Student Student	First N Alfre Bens	lame d on	ALL A	Recen Grade 10	t Diploma Date	Diploma Type	Diploma Period	Post Grad Location In-State In-State	Post Grad Plans Continuing Education In the Military
System Populated Auto User Populated Conversion	Which calendar(s) would you like to inclu  active year I ist by school  2024-25	10	Sample	601	High School	345678901	Student	Cam		J	10				In-State	Employed and Continuing Education
	2024-25 Adult Academic Program 2024-25 Armstrong Credit Recov 2024-25 C & T OUT (Non Rpt)			_												
	Gradua	ntior	n Coh	nor	t Val	idati	on Rej	port								

# **Medicaid Reports**

### **Medicaid Eligibility Report**

The Medicaid Eligibility Report is used to assess eligibility across the district more effectively. Users can generate the report by students, by school year, and by insurance type, and the report



provides several sort options.

Click here to expand...

Medicaid Eligibility Report 🏠	r	Student In	formation > Reports > Medicaid Eligibility Report
Medicaid Eligibility Report This report prints students' insurance eligibility			
Date* 03/21/2025 UNICH students would you like to include in the report?	Which calendar(s) woul active year list by school	Id you like to include in the report?	
Students Student Name(Student#)-Grade     All students	2024-25 2024-25 2024-25 2024-25	2011-12 High School 09/13/2012 03:05:30 PM	Medicaid Eligibility Report Filer On: All Students Sort By: Schol Yer: / Name Total Students: 2 Total Insurances: 1 Page 1 of 1
	2024-25 . 2024-25 . <u>Sch</u> 2024-25 . 2024-25 . 2024-25 . 2024-25 .	lool Student (#) Student, Bailey (123456) DOB: 01/21/1997 Grade: 09	Insurance Type: Insurance Name (Start Date - End Date) Medicaid: Medicaid (08/01/2010 - 08/01/2013) Verfield Date: ReleaseDate: Denial Of Billing Date:
O Ad Hoc Filter	2024-25 2024-25 2024-25 2024-25	Student, Balley (123456) DOB: 01/21/1997 Grade: 09 Student Brady (456789)	Medicaid: Medicaid (08/01/2010 - 08/01/2013) Verified Date: ReleaseDate: Denial Of Billing Date: Medicaid: Medicaid (01/01/2011 - 01/01/2013)
Sort Options O School Year / Name	2024-25 2024-25 CTRL-click or	Grade: 11	verdiad zitata: Verdiad Data: ReleaseDate: Denial Of Billing Date:
Student Name Insurance Name Verification Date	Which insurance(s) wo All Insurances Medicaid	uld you like to include in the report?	
		Medicaid Eligibility Rep	port

#### **Medicaid Provider Service Log Report**

The Medicaid Provider Service Log Detail Report lists the services being provided to students by each provider for each service group type and by location.

Click here to expand...

Medicaid Prov	ider Service Log ಸ xe Log Report	۲		S	tudent Inforr	mation	> Report	s > Me	edicaid Provider Service Log
This report lists the Med	licaid service log for each provider								
ervice Date* From ervice Group 🗹 General 🗸 Medical	Transportation	Minnesota Generated on 09/11/2012 10:11	State 3:27 AM Page	1 of 1		Med Provid	Date: 01/01 Date: 3 Servio	vider S /2011 - 09/1 es: 3 Stud	Service Log 11/2012 lents: 3 Logs: 7
ervice List All Services Speech and Language Transportation	Provider List All Providers Ahlers, Maria Anderson, Jamie	1. <u>Provider: Provider, Ann</u> Ay 1.1 Service: #555 Transpor eating Logs: 3 Students:	gency: Ser tation Group 1	vice: 1 Logs: : Transportation	3 Students: 1 ICD9 Code: 3	307.50: Ot	ther and unsp	ecified disc	orders of
	Beebe, Elizabeth	Student (#Student Number)	Date	Start L	ocation	E	nd Location	Mi	iles Notes
	Berg, Suzanne Billington, Zuloika	Student, Devin/#123456789111111)	11/11/2011						
	Brand, Katherine	Student, Devin(#123456789111111)	11/12/2011						
	Denison, Pat	Student, Devin(#123456789111111)	12/12/2011						
	Dirks, Enca	2. Provider: Provider. Bernade	tte Agency: tation Group	Service: 2 Transportation	Logs: 3 Stud	ents: 1	DHD/Attention	deficit dis	order with
Sort By	nher O Type	hyperactivity Logs: 2 Stud	ents: 1						
All Schools		Student (#Student Number)	Date	Start L	ocation	E	nd Location	Mi	iles Notes
00 2/3 Day Preschool - NH	ILC (Non Rpt)	Student, Ana (#234567)	09/11/2011						
02 2/3 Day Preschool - ZL	E (Non Rpt)	Student, Ana (#234567)	09/04/2012						
05 5 Day Preschool - NHL 48 Adult Academic Progra	C (Non Rpt) m	2.2 Service: #3 Eye Examin hyperactivity Logs: 1 Stud	ations Group ents: 1	p: Medical IC	D9 Code: 314.01	: ADHD/A	Attention defici	t disorder	with
_		Student (#Student Number)	Date	Medication	Name - Form		Time	Doses	Notes
		Student, Ana (#234567)	10/15/2011		-	02:07 P	M-03:07 PM	3.0	
		3. Provider: Provider, Stan A	gency: Agen	cy for Health	Service: 1 Lo	gs:1 S	tudents: 1		
		3.1 Service: #123545 bn Se	ervic Medicaid	Group: Gene	ral ICD9 Code:	493.90: /	Asthma, unspe	ecified Lo	ogs: 1 Students: 1
		Student (#Student Number)		Date	Time	м	linutes Unit		Notes
		Student, Melissa(#567891)		05/13/2011	09:30 AM-03:30	0 PM	360 360.0		

Medicaid Provider Service Log



#### **Medicaid Service Log**

The Medicaid Service Log Report is used for reporting all billable services to a third party billing agent. This report can be configured to include a page break that appears between each student record.

#### Click here to expand...

Medicaid Service Log	☆				Student Ir	nformatior	n > Reports	> Medicai	d Service Log		
Medicaid Service Log Report This report lists the detail of Medicaid S	Service Log.										
Service Date* From 1 Service Group General C Transport	To 03/21/2025				MEDI	CAID S	ERVICE I	LOG			Page 1 of 1
Medical Paraprofe Service List All Services Speech and Language Transportation	Provider List All Providers	Student Name School Distict Eligibility Date	Student, Ana #02 ROBBIN	DWEELOG			Sta Se Co	ident Number rvice Month/Yei nsent Date	234567 ar 01/01/2011 - 12/31/2	DOB 2011 -	08/30/1994
Service Location	Students List	MEDICAD TRA Service Date 09/11/2011 Totals	Service Name Transportation	Start Location	End Location	Total Miles	CPT Code: Description 555 Transportation	1CD9 Code 314.01		Notes	
Sort By Name Number Type All Schools 300 2/3 Day Preschool - NHLC (Non Rpt) 305 5 Day Preschool - ZLE (Non Rpt) 643 Adult Academic Program	Sort By () Name Number	MEDICAID ME Service Date 10/15/2011 Totals	DICAL SERVICE LO Service Name Eye Examinations	G Medication Na Form -	me - Admin. T 60	ime Doses 3.0	CPT Code: Description 3 Eye Examinations	1CD9 Code 314.01		Notes	
COC Lendores Confil Descurer		Provider Name Signature				Su	pervisor Name				
		Ме	dicaid S	Service	Log R	eport					

#### **Medicaid Service Report**

The Medicaid Service Detail Report details the currently configured Medicaid billable services. Users can select service groups, services and sort option.

Medicai	d Service Report ☆								Stud	dent Inf	format	tion > Re	ports > N	//edicaio	Service	Repo
edicaid Serv	ice Detail Report															
This report	lists the detail of Medicaid service.															
fective Date* ervice Group	03/21/2025					Mee	dic <sup>Tota</sup>	aid Ser	vic Effect	e De tive Date	<b>tail</b> e: 09/13	<b>Repor</b> 3/2012	rt		Page 1	of 2
vice List	All Services		Service Nam	e	Medicai	d Service									Active	V
	Transportation		Service Num	ber	123545	-		Service Gro	oup	MEDI	CAID	GENERAL	SERVICE			
			Modifier 1			Modifier	2			Nodifie	r 3		Mod	ifier 4		
			Service Loca	tion	03: Sch	ool										
			Service Comments													
			Service Rate		Effectiv	e Date	08	/26/2012	Unit	1	Incr	ements	hours	Rate	\$10.00	
t Option	● Name ○ Number ○ Group						<u> </u>									
port Format:	PDF v		Service Nam	e	Eye Exa	iminations	3								Active	1
	Generate Report		Service Num	ber	3			Service Gro	oup	MEDI		IEDICATI	ON			
		-	Modifier 1			Modifier	2		I	Nodifie	r 3		Mod	ifier 4		
		Π.	Service Loca	ation	03: Sch	loc										
			Service Comments													
			Service Rate		Effectiv	e Date	02	/14/2012	Unit	20	Incr	ements	minutes	Rate	\$10.00	
									-		-			1		
			Service Nam	e	New Me	dicaid Se	rvice	e							Active	V
			Service Num	ber	123456	7		Service Gro	oup	MEDI	CAID	GENERAL	SERVICE			

# **Meeting Report**

The Meeting Report provides detailed or summary information about counseling meetings based on the options selected. It is also available from the Meetings calendar.

Access to this report is determined by your tool rights. If you have the meeting administrator tool rights, you can view all meetings in this report. Otherwise, only meetings where you are the owner or an invited participant report.

Click here to expand...

Infinite Campus

leeting Rep	ort								
his report lists deta	iled information about me	etings. After selecting criteria bel	ow, a report will be generate	d listing meeti	ings which match your sele	ections.			
or modules of whic	h you are a Meetings Adn	ninistrator, all meetings in that mo	dule will be included in the r	eport. Otherw	ise, only meetings that yo	u own or are an invited par	ticipant on will be inclu	ded. Note: For	
on-administrators,	only meetings you own wi	ill be included when filtering or so	rting by outcome.						
he report will be so	orted by the option selecte	d below.							
ou are a Meetings	Administrator for the follow	wing modules: Counseling.							
Module	Counseling ~								
			Generated on 0	3/20/2014 12:1	8:08 PM	Meeting Report		User: Administration	n, Administ
Date Range			Page 1 01 2					weetings Administrator	Ior. Cours
bute Runge			Report Option:	s					
			Date Range:	Betwee	eing en 3/9/2014 and 3/9/2014				
Participants	0.		Participants:	Me					
	Anyone		Participation: Role:	Owner	or Invited				
	Me Me		Purpose:	Any					
	Ad Hoc Filter	Select a Filter	Outcome:	Any					
	-	Color a Fillor	Location:	Any Data (d	(weinending)				
	Person		Print Details:	Yes	(scenoing)				
			Total number (	of results (disti	nct meetings): 16				
Participation			Date	Time	Title		Location	Owner	
	✓ Owner		03/10/2014	08:00 AM	Parent Meeting		Counseling Offices	Administration, A	Administrat
	Attended		Purposes: Beh	avior (B)					
	Invited		Participants (4	a: Administratio	n Administration, Brenda Stu	dent, Johanna Grace Student,	Tom Student		
	Participant Only		03/10/2014	10:00 AM	College Check In			Administration, A	Administrat
			Purposes: Coll Outcomme: (El	ege Counseling	1(CC)				
			Participants (2	): Administratio	n Administration, Andrew The	mas Student,			
Role	O Any		03/11/2014	12:00 PM	Behavior Referral Revie	N	Counseling Offices	Administration, A	Administrat
	Selected		Purposes: Beh	avior (B)					
			Participants (1	): Administratio	n Administration				
			03/12/2014	03:00 PM	Student Advocacy Grou	p Meeting	Room 123	Administration, A	Administra
			Purposes: Ger	ieral (G)					
			Outcomes:						

## **No Show Report**

The No Show Report lists enrollments with the No Show checkbox selected. A no show student is a student who is enrolled in the school but never attends class and does not officially withdraw from the school. These enrollment records are ended after a certain number of school days, depending on district and/or state policy.

Click here to expand...

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oort will list all students	n the selected ca	lendars who are ma	irked No S	show using	the No Sh	ow flag on the enrollment.	
- landar(a) usuda usud							
calendar(s) would you i	ke to include in tr	le report?					
active year							
ist by school							
ist by year							
				-		Enrollment No Cher	w Penert
	SCHOOL DI	STRICT				State Start/End State	his
						Enrolment Types: P.	S.N
Generate	on 10/25/2018 08:34	1:08 AM Page 1 of 1				Sort Order: Student N	lame
						Total Enrollments:	310
The following calendars were	selected but do not ha	ve any No Show enrollmer	its that meet	the ontena: 20	1/-18 Elementi	iry School	
Middle School : 2017.1	8 Middle School	(Enrollments 8)					
Student	Number	Enrollment Type	Grade	Start Date	End Date	Start Status	End Status
				00050017	00/05/2017		
Student Abby	123458	P-Primary	0.8			DD1 ast year number school same distort	D4 Moved to other MN school district
Student, Abby Student, Brian	123458	P:Primary P:Primary	08	00/05/2017	09/05/2017	00:Last year, public school, same district	04:Moved to other MN school district 04:Moved to other MN school district
Student, Abby Student, Brian	123456 234567 345678	P:Primary P:Primary P:Primary	08	09/05/2017	09/05/2017	00:Last year, public school, same district 00:Last year, public school, same district 00:Last year, public school, same district	04:Moved to other MN school district 04:Moved to other MN school district
Student, Abby Student, Brian Student, Constance Student, Dulen	123456 234567 345678 456789	P:Primary P:Primary P:Primary P:Primary	08 08 08 08	09/05/2017 09/05/2017 09/05/2017	09/05/2017 09/05/2017 09/05/2017	00:Last year, public school, same district 00:Last year, public school, same district 00:Last year, public school, same district 00:Last year, public school, same district	04:Moved to other MN school district 04:Moved to other MN school district
Student, Abby Student, Brian Student, Constance Student, Dylan Student, Emily	123456 234567 345678 456789 567890	P:Primary P:Primary P:Primary P:Primary P:Primary	08 06 08 08 07	09/05/2017 09/05/2017 09/05/2017 09/05/2017	09/05/2017 09/05/2017 09/05/2017 09/05/2017	001_sst year, public school, same district 001_ast year, public school, same district 001_sst year, public school, same district 001_sst year, public school, same district 001_sst year, public school, same district	04.Moved to other MN school district 04.Moved to other MN school district 20.Transfer to other districtingt moved
Student, Abby Student, Brian Student, Constance Student, Dylan Student, Emily Student, Fanklin	123456 234567 345678 456789 567890 678901	P.Primary P.Primary P.Primary P.Primary P.Primary P.Primary	08 06 08 07 07	09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017	09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017	00-Last year, public school, same district 00-Last year, public school, same district	04.Moved to other MIN school dated 04.Moved to other MIN school district 20.Transfer to other districtified moved 04.Moved to other MIN school district
Student, Abby Student, Brian Student, Constance Student, Dylan Student, Emily Student, Franklin Student, Franklin	123456 234567 345678 456789 567890 678901 789012	P.Primary P.Primary P.Primary P.Primary P.Primary P.Primary P.Primary	08 08 08 07 07 07	09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017	09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017	UULast year, public school, same district 001.ast year, public school, same district	04 Moved to other MN solooi district 04 Moved to other MN solooi district 20 Transfer to other districtinet moved 04 Moved to other MN solooi district
Student, Abby Student, Brian Student, Constance Student, Dylen Student, Emily Student, Franklin Student, Ginger Student, Henry	123456 234567 345678 456789 667890 678901 789012 890123	P.Primary P.Primary P.Primary P.Primary P.Primary P.Primary P.Primary P.Primary	08 06 08 07 07 07 07 08	08/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017	09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017	UULast year, public bohoo, same district 00.Last year, public school, same district	O4 Moved to other MN school district O4 Moved to other MN school district 20 Transfer to other districting moved O4 Moved to other MN school district
Student, Abby Student, Brian Student, Constance Student, Dylan Student, Dylan Student, Franklin Student, Ginger Student, Henry	123456 254567 345679 456789 667890 678901 789012 890123	P.Primary P.Primary P.Primary P.Primary P.Primary P.Primary P.Primary P.Primary	08 08 08 07 07 07 07 08	09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017	09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017	DULLast year, public school, same datrict DOLLast year, public school, same district DOLLast year, public school, same district	De Moned to other MN school district De Moned to other MN school district 20. Transfer to other districting moved De Moned to other MN school district
Student, Abby Student, Brian Student, Constance Student, Dylan Student, Dylan Student, Franklin Student, Ringer Student, Henry High School : 2017-18	123456 254567 345678 456789 67890 678901 789012 890123 High School (Er	P.Primary P.Primary P.Primary P.Primary P.Primary P.Primary P.Primary P.Primary	08 08 08 07 07 07 07 08	04/05/2017 04/05/2017 04/05/2017 04/05/2017 04/05/2017 04/05/2017	09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017	OULLast year, public school, same district OOLLast year, public school, same district	O4 Moved to other MN school district O4 Moved to other MN school district 20 Transfer to other districtinet moved O4 Moved to other MN school district
Student, Abby Student, Brian Student, Contance Student, Contance Student, Chilan Student, Faraklin Student, Ginger Student, Henry High School: 2017-18 Student	123466 234567 345678 456789 67890 678901 789012 890123 High School (Er Number	P. Primary P. Primary P. Primary P. Primary P. Primary P. Primary P. Primary P. Primary P. Primary moliments: 10 ) Euroliment Type	08 08 08 07 07 07 07 08 Grade	04/05/2017 04/05/2017 04/05/2017 04/05/2017 04/05/2017 04/05/2017 04/05/2017	09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017	OULLast yeer, public school, same dishtt OOLLast yeer, public school, same dishtt	De Moned to other MN school district De Moned to other MN school district 20 Transfer to other districting in reveal De Moned to other MN school district
Student, Abby Student, Coutanoe Student, Coutanoe Student, Dylan Student, Ennity Student, Farskin Student, Hanny High School : 2017-18 Student Student, Hanny	123466 234667 345678 456789 667890 678901 789012 890123 High School (Er Number 901234	P.Primary P.Primary P.Primary P.Primary P.Primary P.Primary P.Primary P.Primary moliments: 10 ) Enrollment Type P.Primary	08 08 08 07 07 07 07 08 Grade	04/05/2017 04/05/2017 04/05/2017 04/05/2017 04/05/2017 04/05/2017 04/05/2017 04/05/2017	09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017	OLLEY gas, Jubic Solos, Sare district OLLEY gas, Jubic Solos, Sare district OLLEY gas, Jubic Solos, Tare district OLLEY gas, Jubic Sohol, Sare district	Ok Moved to other MN school district Ok Moved to other MN school district 20. Transfer to other districtinet moved Ok Moved to other MN school district End Status Ok Moved to other MN school district
Biudent, Abby Student, Brian Biudent, Conitance Student, Dylan Biudent, Binily Student, Franklin Biudent, Ginger Student, Hanry Student, Abher Student, Abher	123466 234567 345679 456789 67890 67890 789012 899123 High School (Er Number 901234 901254	P. Primary P. Primary P. Primary P. Primary P. Primary P. Primary P. Primary P. Primary moliments: 10 ) Enrollment Type P. Primary P. Primary	08 08 08 07 07 07 07 07 08 <b>Grade</b> 12 11	04/05/2017 04/05/2017 04/05/2017 04/05/2017 04/05/2017 04/05/2017 04/05/2017 04/05/2017	09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017 09/05/2017	OLLEY pair, Judie Stotos, Sare Baltett OLLEY pair, Judie Stotos, Sare Baltett OLLEY pair, Judie Statos, Tare Baltett OLLEY pair, Judie Stotos, Tare Baltett OLLEY pair, Judie Stotos, Tare Baltett OLLEY pair, Judie Stotos, Tare Baltett OLLEY pair, Judie School, Sare Baltett	O 4 Moved to other MN school district O 4 Moved to other MN school district 20 Transfer to other distributin reveal 04 Moved to other MN school district Exert Status O 4 Moved to the MN school district
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# **Special Education Reports**

## **Caseload Summary Report**

The Caseload Summary Report lists detailed information about each student in a caseload.

• Click here to expand...

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#### **Plan Audit Report**

The Plan Audit Report reviews basic data entered in special education plans and assesses areas that may have incorrect or missing data for the plan in general and services it describes. Once errors are identified, plans can be updated to reflect correct information.



#### **Process Compliance Report**

The Process Compliance report searches for all students with special education plan information that does not comply with certain requirements.

Click here to expand...

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Process Compliar	nce Report රු		Student Inform	ation > Reports > Process Compliance Report
Process Compliance Report				
This report searches for all stud that trigger an alert are as follow	dents who have information that does no ws:	t comply with certain requirements. The condi	tions	
<ol> <li>New IEP - a new IEP is</li> <li>3-year Evaluation - a n date.</li> <li>When a student is withi</li> <li>When the amount of day than the amount of day Reevaluation has not b</li> </ol>	s due 1 year after the last one. An alert is ew Evaluation is due 3 years after the la in 30 days of 18th birthday ays between the Consent Date and the f is specified by the "Consent/Evaluation been completed. (Not applicable in all	s triggered 45 days before the due date. st one. An alert is triggered 90 days before th Evaluation Date for an Initial Evaluation is gre Days" field. This trigger will only appear if a	e due ater	
The search can be further refine	ed by defining an "as of" date; this fea	2011-12		Process Compliance
1. For the first two condition	ions, the alert will only be triggered if the	High School 08/27/2012		Effective Date: 05/01/2012 Pagel of 8
and on or before the er 3. For the fourth condition	n, the alert will only be triggered if the '	The Process Compliance report checks the follo * New IEP - a new IEP is due 1 year after * 3-year Evaluation - a new Evaluation is * Annual Evaluation - a new Evaluation is Evaluation past-due - an Evaluation is due * Evaluation past-due of a fer feron Yorki	wing logic: he last one. An alert is trigger ue 3 years after the last one. A y be created every year. An ale e 30 days after the Notice of E Concerne Presented to Evaluation	rd 45 days before the due date. n alert is triggered 90 days before the due date. reli triggered 90 days before the due date. rahation form.
Sped. Staff	All	<ul> <li>Warns when the elapsed days from Date</li> <li>Days field.</li> <li>Warns when student is within 20 days of</li> </ul>	Consent Received to Evaluation	n Date is greater than the amount specified in the Consent/Evaluation
	Aasen, Pamela J Abbas, Linda K Abdalla, Robin A	All alerts will disappear when the new documen	t is created and flagged as com	pleted.
	Abraham, Angela Abraham, Holly	Case Manager, Susan		
Team Role Consent/Evaluation Days As Of		Student, Angel * IEP due: 04/18/2012 * 3-year Evaluation due: 05/27/2012	Student Number: 123456	Grade: 11
Order By	Student v	Student, Barusch * IEP due: 03/30/2012	Student Number: 234567	Grade: 11
Generate Report		Student, Clive * 3-year Evaluation due: 03/16/2012	Student Number: 345678	Grade: 11
_		Student, Deena * 3-year Evaluation due: 05/17/2012	Student Number: 456789	Grade: 11
	L	Student, Elias	Student Number: 567890	Grade: 11

Process Compliance Report



### **Service Detail Report**

The Service Detail Report allows schools to identify which services have been added to a student within a given date range.

Click here to expand...

Image:	Service Detail Report ☆ Service Detail Report For each service within the selected date range the Service of student number, grade, and service details including service Date Range (Required fields) "Start Date:	Detail Report will display detailed information of stude provider, service start/end date, and minute summary Which calendar(s) would you like to include in the active year	Student Information > Reports > Service Detail Report
	Terror Date:         O3/24/2025         O3/24/2025         Oscillatorial Students Only         Services from Locked Plans Only          Services from Locked Plans Only          Service (CTRL-Lick to SHIFT-click to select multiple)          Active SHIFT-click to select multiple          Active Technology         Assistive Technology         Assistive Technology         Assistive Technology         Assistive Technology         Addeed Physical Education         Addiese Technology         Addeed Physical Education         Addiese Technology         Addeed Physical Education         Addiese Technology         Addiese Technology	Ist by school Ist by vear 2024-25 High School 2004-2023 1041-44 AM Page of • 12 Service Audiology Providers: 2 Programs: 9 Plans: 9 Students: 9 In hours: 35.92 Direct hours: 0.00 Total hours: 35.9	Service Detail Report Service Date 01/01/2025 - 03/24/2025 All Service Service 37 Provider: 16 Programs: 1899 Plans: 485 Students: 430           Hours           Grade Student(#)         Provider: Start/End Date         Frequency         Session         Indirect         Indirect         Indirect         Total           09 <student, abby<="" td="">         Staft, Christian 03/01/2024-02/202025 1.0: month: 8         8.40.0.00.8.40         12           12<student, amber<="" td="">         05/23/2024-05/22/2025 9.0: year 5         5.77.0.00.5.77         Service Location         Special Ed: Center Based           10<student, benjamin<="" td="">         06/03/2024-06/02/2025 4.0: year 2         2.57.0.00.2.57         Service Location         General Ed: General Ed:</student,></student,></student,>

### **Service Provider Detail Report**

The Service Provider Detail Report displays provider's name, the provided service's detailed information, which includes students' name, student number, grade, service start/end dates, and minute summary.



#### **Service Provider Summary Report**

The Service Provider Summary Report displays students' count, service providers' count and minute summary, which include indirect minutes, direct minutes and total minutes. The service information will be displayed if "Providers and Services" selected as the report type.

Click here to expand...

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Service Provider Summary Report



### **Service Summary Report**

The Service Summary Report summarizes the Services assigned to students through special education documents.

#### Click here to expand...

ce Summary Report						
For each service within the selected date providers' count and minute summary inc information will be displayed if choose "S	ange, the Service Summary Report will display students' count, service uding indirect minutes, direct minutes and total minutes. The providers' rvice and providers' as the report type.					
ate Range (Required fields)  *Start Date: 08/27/2024	Which calendar(s) would you like to include in the repor @ active year O list by school O list by year	17				
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All service			Service. 50 FIO	values. Fr a something. st		
All service Counseling Service Interpreting Service Medical Service Occupational Therapy Other (Please Specify) Other (Please Specify)	Service	Providers	Students	Indirect time (hrs)	Direct time (hrs)	Total time (hrs)
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All sorvice Counteling Service Interpreting Service Wedical Service Occupational Therapy Other (Please Specify) Other (Please Specify) Other (Please Specify) Physical Therapy	Service Assistive Technology Audiology Augmented Communication Behavioral Management	Providers 0 3 1 13	Students 0 17 4 64	Indirect time (hrs) 0.00 99.50 144.00 1187.55	Direct time (hrs) 0.00 0.00 0.00 5689.08	Total time (hrs) 0.00 99.50 144.00 6876.63
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# **Test Accommodations Report**

The Test Accommodations Report lists special accommodations and modifications provided for students receiving Special Education services, such as more time or more breaks, to complete tests.

nge (Required fields				
	)			
*Start Date:				
Cito Date. U1/	5/2019			
s would you like to i	clude in the report?			
Shir I-click to select Student Name	(multiple)			
All students	SCHO			
Student, Beli		OL DISTRICT	Test Accommodations I	Report
Student, Cali Student, Dyla			Plan Start/End Date: 09/01/2018-0 Total Students: 32 Total Accomm	1/25/2019
Student, Eve Student, Fran	Generated on 01/25/	2019 01:42:37 PM Page 1 of 1		odulono. L
Student, Ging Student, Hen				
Student, Imog	Student	Grade Case Manager	Accommodation/Modification	Plan Start/End Date
	Student, Brianna #567890	11	NWEA: MAP Testing (measures of academic progress); Small Group/ Small Group/ Small Group	09/01/2018 - 05/25/2019
Student Na     Case Man	Student, Howard	11	NWEAMeasures of Academic Progress: Small Group	09/01/2018 - 05/25/2019
Grade	#678901		Wheelchair Accessible Extended Time/ Small Group Wheelchair Accessible	
			Extended Time/ Small Group Wheelchair Accessible	
			Extended Time	
	#123456	10	<u>NWEA: MAP (measures of academic progress)</u> ; Small Group/ Small Group/ Small Group	09/01/2018 - 05/25/2019
Ger	Student, Delilah #456789	12	_Small Group Setting	05/01/2018 - 05/25/2019
	Student, Randy	09	dist assessment 1; Test of Emerging Academic English (TEAE) with	09/01/2018 - 05/25/2019
	#789012			
	swould you like to is     would you like to is     would you like to is     Shiff-Tickik to select     Student Nam     Student Abri     Student Abri     Student Abri     Student, Fra     Student, Fra     Student, Fra     Student, Iam     O Case Man     O Grade     Ger	Student, Jam     Student, Deviation     Student, Jam     Student, Jam     Student, Deviation     Student, Jam     Student, Deviation     St	Student, Jan     Student, Stage     Student, Jan     Student, Stage     Student, Jan     Student, Student, Stage     Student, Jan     Student, Stage     Stage	Constant Name     Constan

## **Test Results Report**

TheTest Results Report lists student scores on selected assessments. State Tests, National Tests, and District Tests can be selected.

Click here to expand...

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nt lest Result report will displa enerate the repor th is suggested for	s Report y student test res t. The report can or reports with a la	ults that fit the criteria selecte be generated with one page arge amount of data to avoid	id in the report editor. At least one per student by checking 'Add a pa time-out errors and/or system per	test catego ge break be formance is:	ry (State, Nationa tween students'. sues.	al, or District), This report ca	test result, and test an be run through th	score must e Batch Que	be selected eue tool,
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<ul> <li>Grade</li> </ul>	All Students 08								
O Ad Hoc Filter	10 11	20 High	)18-19 เ School	A	Sti dhoc Filter: SME Tests: State	udent Te Test Results Test: (see A	est Results F one Student Eff Appendix) National	Report ective Date: Test Distric	05/21/2019 tt Test
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State Test		Name	Code		Subject Type	Date	Test Score	Result Code	Result
All BST:MN Basic GRAD:Gradua	Standards Tes	Student, Ali (#123456)	exams:468 not taken:199 pa	assed:0 fai	ed:135 Grade:1	2			
MCA:MN Com	prehensive As	ACT Explore Fall 2014	EXPL:1	14		11/03/2014	4 Quartile: .0		
MCA-II:MCA-II MCA-III:MCA-I MTAS:MTAS		Composite SS	EXPL:1	14			Stanine: .0 Scale Score: 15 Quartile: .0 Stanine: 0	0	
		English SS	EXPL:1	14			Scale Score: 15 Quartile: .0	0	
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National Test		Reading SS	EXPL:1	14			Scale Score: 12 Quartile: .0	0	
District Test st Score Date Ra	nge: From	Science SS	EXPL:1	14			Scale Score: 16 Quartile: .0 Stanine: .0	0	
Include all tests	- Taken and N	ACT:F17	ACT Fa	all 2017		12/01/201	7 Quartile: .0		
		1. English SS (36)	ACT F	all 2017			Scale Score: 16 Quartile: .0 Stanine: .0	.0	

# **Suggested User Groups**

- Front Office Staff
- Registrars (Census)
- Principals

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- Special Education Administrators
- Special Education Staff

See User Groups and Suggested Roles for more information.