

Student Record Reports

PLEASE NOTE: Student level data for SR reports is not available after late August
 Most SR reports are downloadable to Excel. Download student level reports for use later.

School Level Reports				
Report Number	Report Name	Availability	Description of Report	How Do I Use this Report?
SR002	Social Work Cases	School Level Only	Reports by School the number of Social Work Cases and the category: Child Abuse, Neglect, Academic Support. Attendance, Dropout retention. School Safety, Family/Health/Social Services, Special Education, Suicide Referrals. Homeless Services, Special Programs	Use this report to monitor the Special Education Social Worker cases, and other categories
SR003	Social Work Referrals	School Level Only	Reports by school the number of Social Work Referrals in the areas: DFCS, Juvenile Court, Mental Health Services, Health Services, Community Agencies	No SWD information, awareness only
Student Level Reports - Student Level Data available after first upload until late August				
Report Number	Report Name	Availability	Description of Report	How Do I Use this Report?
SR017	Student Demographic Report	System Totals, School and Student Level	Provides demographic data for all students in a school, gender, race/ethnicity	No SWD information, awareness only
SR057B	Graduate Diploma Information	System Totals, School Level, Student Level	This report provides the numbers of graduates, the numbers of Special Education Graduates, and the number of students receiving a Special Education Diploma. Clicking on the live links navigates the user to the student level data.	<u>CHECK BEFORE SIGN-OFF IN JUNE.</u> Student Level data is not available after late August/early September. Print or save a pdf of student level data for future reference. Filter for Primary Area to view diploma type and status for SWD

Report Number	Report Name	Availability	Description of Report	How Do I Use this Report?
SR071	FTE/SR Exception	Student Level	Students whose data generates an E0571, E3025, E2537, E874, E62, E904, E563, or E327; data reported in FTE in incongruent with data reported in SR	This report displays the names of the students who generate the errors listed. Use this report to determine how to remedy the SR errors generated by conflicting data reported in FTE (in October or March) and data that is being reported in Student Record
SR078	Pre-K Program Code Report	System Totals, LEA Level, School Level, Student Level	This report displays by school the PreK Program Code reported. Click on the school link to view	Use this report to verify accurate reporting of PreK students. You may also use the data in PreK Program Code 07 and 08 (special needs PK) to determine the numbers of students receiving services at each school for planning purposes.
SR082	Report for Student Support Team (SST)	System Total, School Level, Student Level	By school, this report lists the number and percent of students on SST. The "Total # of Active Students" (excluding PK) is also listed by school	SST is often a precursor to a referral to special education. This report may be used to analyze the 'strength' of the SST process.
SR084	Student Summary Report	System Totals, School Level, Student Level	By school, this report displays the number of students in several categories, including Pre-K Program. SWD, Alternate Math Sequence, and GAA. Also EIP, REP, Migrant, FRL etc.	USE THIS REPORT to monitor and address GAA participation > 1% by school, check Primary Area, calculate the GAA % by LEA AND SCHOOL. Also use this data to monitor and analyze Alternate Math Sequence participation.

Enrollment Level Reports - Student Level Data available after first upload until late August

Report Number	Report Name	Availability	Description of Report	How Do I Use this Report?
ENR001	Dropouts Who are Active in Another System	School Level, Student Level	This report lists (ALL, not just SWD) students who were reported by your LEA as a dropout, but are now enrolled in another system.	If a student is enrolled in another LEA, they should no longer be reported as a dropout in your LEA. This will adversely impact your graduation rate. The withdrawal code should be changed from a code that = a dropout prior to sign-off.
ENR002	Active Students Reported as Dropouts in Another System	School Level, Student Level	This report lists (ALL, not just SWD) students who were reported by another LEA as a Dropout but is now active in your LEA.	Determine the LEA the student last attended and where you may request the student's records.
ENR019a	Withdrawal Reason Report	School Level, Student Level	This report lists all students who have withdrawn from each school in the LEA.	SWD are not identified in this report. Use ENR019b to see Primary Area and identify SWD dropouts.
ENR019b	Dropout Reason Report	System Totals, School Level, Student Level	This report lists only withdrawals that are reported with a code = dropout. The legend is located at the bottom of the page.	Click on the hyperlink in the Total Dropouts column for individual schools to see the student names, Primary Area (PA), and demographic data. Download to Excel to filter for SWD (PA). Determine whether students have enrolled in another LEA (ENR001). Work to "find" your students, get them back in school. These dropouts affect your graduation rate.

Program Level Reports - Student Level Data available after first upload until late August				
Report Number	Report Name	Availability	Description of Report	How Do I Use this Report?
PGM004a	GNETS Program Information by School	System Totals, School Level, Student Level	This report lists the number of Center Based and School Based GNETS students by home school.	Click in the hyperlink in the Total Students column to view student level data. Use to review demographic data and verify the begin and end dates for center based and school based programs. Also the number of daily GNETS segments for each student is displayed.

Special Education Level Reports - Student Level Data available after first upload until late August				
Report Number	Report Name	Availability	Description of Report	How Do I Use this Report?
SE010	Special Education History as of...	Student Level	Provides the Special Education Events History for a specific student. User must enter the GTID or School and Student Name to view the History	To lookup a specific students Special Education Events
SE034	Total Number of Special Education Students, Broken Out by Primary Area	System Totals and School Level	This reports displays the number of SWD at each school by Primary Area. This is not the Official Child Count. The data are cumulative.	This report shows the cumulative number of children in each disability area at a different point of the year (the official count is taken in October for the Federal Child Count. These data may be used for resource planning.

Report Number	Report Name	Availability	Description of Report	How Do I Use this Report?
SE051	Special Education Current Year Placement Information	System Totals and School Level	This report displays, by school, the number of students reported for EVENTS 01, 02,03,04,05, and 06. For EVENTS 03 and 06 the data are disaggregated to display events for children \leq age 3. The user may click on a link to view summary data for each school by grade or Primary Area.	This report may be used to see the number of students with more than 60 days between Consent for Evaluation and completion of the evaluation report, by school. Also the number of students with more than 30 days between eligibility and IEP.
SE051B	Special Education Current Year Placement Information	System Totals, School Level, links to Student Level by Grade Range	This report contains the same information as the SE051, but by grade , drills down to the Student Level. Contains active and withdrawn students.	This report may be used to see the number of students with more than 60 days between Consent for Evaluation and completion of the evaluation report, by grade. Also the number of students with more than 30 days between eligibility and IEP.
SE051C	Special Education Current Year Placement Information by Primary Area	System Totals, School Level, links to Student Level	This report contains the same information as the SE051, but by eligibility area, drills down to the Student Level. Contains active and withdrawn students.	This report may be used to see the number of students with more than 60 days between Consent for Evaluation and completion of the evaluation report, by eligibility area. Also the number of students with more than 30 days between eligibility and IEP.
SE052	Special Education IEP Information by Grade	System Totals, School Level, links to Student Level	This report display the number and percentage of Initial IEPs and Annual Review IEPs, the number/percentage of meetings with parent present and the number of meetings with student present.	Review this report to determine what schools are encouraging parental and student participation in the IEP process.

Report Number	Report Name	Availability	Description of Report	How Do I Use this Report?
SE052B	Initial IEP and Annual Review Meeting by Grade (PK-12)	System Totals, School Level, links to Student Level	This report displays the number of IEP meetings held, Initial (Event 05) and Annual Review (Event 07) and the number and % of parents and students reported present at the meetings. The data are reported by grade level and hyperlinks to student level data. The student level data reports the school and the students' demographic data including Primary Area of Disability.	This report contains the Parent and Student Present at IEP data. This report may be used to look at student participation at IEPs by grade level. Look at "Transition grades" to determine if students are attending Transition IEP meetings. Drill down to student level data by schools. Review this report to ensure accurate data reporting (for ex.: in ABC LEA did 31 PK students attend their IEP?).
SE052C	Initial IEP and Annual Review Meeting by Primary Area (PK-12)	System Totals, School Level, links to Student Level	This report contains the same information as the SE052B however the data is displayed by primary area of eligibility	Analyze the data regarding parent and student participation in the IEP process by eligibility area.
SE055	Primary Area by EL, Hispanic, Race and Gender	System Totals, School Level, links to Student Level	This report displays counts and percentages of SWD by school for EL status, race/ethnicity, and gender. Clicking of the school ID link displays the data by Primary Area. Clicking on the live links (numbers) drills down to the student level. Contains active and withdrawn students.	Analyze the LEA's SWD enrollment by EL status, gender and race/ethnicity by school.
SE056	Primary Area by Age	System Totals, School Level, links to Student Level	This reports lists, by school the number of SWD at each age 3-21,. Clicking on the School ID # opens the school level data displaying the numbers of students for each Primary Area and the students' age. Contains active and withdrawn students.	This data can be used to analyze the LEA's representation in each Primary Area by student age.

Report Number	Report Name	Availability	Description of Report	How Do I Use this Report?
SE064	Initial Evaluations: Ineligible or Eligible, Parent Refused Consent for Services	System Totals, School Level, links to Student Level	This report lists by school the number of students who were evaluated and either found not eligible (EVENT CODE '11') or eligible and parent did not give consent for services (EVENT CODE '12')	This report may be used to verify data reported regarding students who were ineligible and students whose parents declined services. Use these data to determine if and where appropriate referrals are made.
SE066	Special Education Students with GAA by Primary Area	System Totals, School Level, links to Student Level	This report displays by school the number of students who are assessed by the GAA. Primary Area and race/ethnicity are also available in this report.	Use the data in this report to determine the GAA [participation by school and to analyze the data by Primary Area and race/ethnicity.
SE056b	Primary Area by Age - System Level	System Level, Links to Student Level	This report displays the number of SWD by Primary Area (PA) by Age. Clicking on the link (number for each Age/PA), displays the student level data. Contains active and withdrawn students.	By age analyze the number of students in each Primary Area, analyze race/ethnicity representation.
SE057	Primary Area by Grade	System Totals, School Level, links to Student Level	This report lists, by school the number of SWD at each grade, PK-12. Clicking on the School ID # opens the school level data displaying the numbers of students for each Primary Area at each grade. Clicking on the links(numbers) the student level data is displayed. Contains active and withdrawn students.	Analyze, by school, the grade level of SWD by their Primary Area of Disability.
SE057b	Primary Area by Grade	System Summary, Links to Student Level	This report lists the by Primary Area, the grade level of each student with that area of disability in their current grade,	Analyze, by grade level the Primary Area of Disability of all SWD.

Report Number	Report Name	Availability	Description of Report	How Do I Use this Report?
SE058	Event Codes Reported by Primary Area	System, School and Student Level	This report lists, by school and by Primary Area of Disability, the special education events that were reported.	Use this report to quickly see by school the "work load": Initial events and IEP Annual Reviews. Also quickly see the number of revocations and students dismissed as no longer eligible.
SE059	Transferred Special Education Students with No Primary Area	Student Level	This report displays, by school, SWD names, GTID and demographic information including Primary Area of students who have transferred in to your LEA or within your LEA, and you have not reported a Primary Area for the student.	LEAs or schools within the same LEA that have not reported a Primary Area (PA) will generate errors when submitting Student Record. Use this report to determine students for whom a PA has not been reported.
SE060	Primary Area Students without Special Education Level Information	School Level , Student Level	This report lists by school the number of students who are SWD (with a Primary Area reported) who did not have any special education events in the current year.	Use this report during SR reporting to identify students for whom no special education activity has occurred or been reported. The likely reasons is that the student withdrew from the school or LEA prior to events being held.
SE061	Students Misreported as Special Education	Student Level	This report lists students who were mistakenly reported with a Primary Area and/or special education events.	Verify the students for whom EVENT 13 is reported. EVENT 13 is the code to designate that a student was mis-reported as a SWD.
SE062	Initial Evaluation Report	School and Student Level	Students included in this report have a W581 or W582: Warning the number of days between Events '02' and '03' is greater than 60 (W581) or Warning: The number of days between events '04' and '05' is greater than 30	Identify the schools in which you may have timeline issues.

Student Safety Level Reports - Student Level Data available after first upload until late August

Report Number	Report Name	Availability	Description of Report	How Do I Use this Report?
DIS090	Continuation of Services Report	School and Student Level	Lists the school and student names of students with Action Code 30 (Out of School Suspension), the number of days of OSS and "Y" or "N" regarding the Continuation of (Educational) Services. The Primary Area of Disability is listed to indicate the student is a SWD.	Download the report to Excel, filter for all Primary Areas, Filter for "N", student did not receive Educational Services during OSS. For SWD who did not receive services for days > 10 OSS, provide compensatory services. After you have provided compensatory services (before sign-off in June) you may report "Y", compensatory services were provided.
DIS095	OSS Greater than 10 Days w/o Continuation of Educational Services	School and Student Level	Lists the school and student names of students with Greater than 10 days of OSS. Demographic data including Primary Area and the Total Number of days of OSS is reported. "N" is displayed in the "Continuation of Services" column for the number of incidents/days of suspension.	After opening the report click on the Total Students number link to view the data. Download the data, filter for Primary Area. Determine the number of days that the student did not receive services. For SWD who did not receive services for days > 10 OSS, provide compensatory services. After you have provided compensatory services (before sign-off in June) you may report "Y", compensatory services were provided.
DIS 097	SWD System Totals by Discipline Action	System Totals, School Level Student Level	This report displays the data for SWD who were administered ISS, OSS or expelled at the System Totals Level, the school level and student level. Clicking on the link in the Total Action Records column displays the student level data with demographic data including Primary Area discipline incident type, severity level, context location number of days.	Download the report to Excel to analyze the data. These data may be used to determine the students who have incidents resulting in ISS and OSS and analyze for significant disproportionality. Excel skills such as filtering and creating pivot table are useful for understanding and using these data.