

2024-2025 Attendance Snapshot

Changes from 2023-2024 are highlighted in yellow.

Purpose:

The purpose of the Attendance snapshot collection is to capture and report the student level attendance information for each school. The data reported in this collection is also used to pre-populate the Civil Rights Data Collection (CRDC) for LEAs.

Dependencies:

- Student has a record in the Student Interchange - Student Demographic file
- Student has a record in the Student Interchange - Student School Association file.
- Also, extracts students from the Title I interchange (if applicable to your LEA).

Record Expectation:


For a SASID to be added to the snapshot it must:

- Be in both the Student Demographic and Student School Association file.
- Be error free in those files.

Pull all error-free records from the Student School Association file that match the following criteria:

- School Code is a valid public school **AND**
- Pupil Attendance Information between 01 and 08 (students attending an educational program operated by the reporting LEA) **AND**
- Total Possible Attendance Days is greater than or equal to 10.0.
- Grade Level between 004 and 120 (PK-12th)
- Entry Date is not the same as the Exit Withdraw Date
- Primary School = 1

The records selected will be joined with data from Student Interchange using District Code, School Year, and SASID.

 indicates primary key

Field List:

Name of Field	Field Length	Source Interchange	Source File	Remarks
District Code	4	Student Interchange	Student Demographic	
Student's State ID (SASID)	10	Student Interchange	Student Demographic	
Local ID (LASID)	10	Student Interchange	Student Demographic	
Student's Last Name	30	Student Interchange	Student Demographic	
Student's First Name	30	Student Interchange	Student Demographic	

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Name of Field	Field Length	Source Interchange	Source File	Remarks
Student's Middle Name	30	Student Interchange	Student Demographic	
Student's Date of Birth	8	Student Interchange	Student Demographic	Format is MMDDYY
Student's Gender	2	Student Interchange	Student Demographic	
Federal Race Student	2	Internal Flag		Calculated value based on ethnicity and race. More information below.
Section 504 Having a Disability	1	Student Interchange	Student Demographic	
Migrant	1	Internal Flag		Student's migrant status. More information below.
Homeless	1	Student Interchange	Student Demographic	
Free/Reduced Lunch Price Eligible	2	Student Interchange	Student Demographic	
Home Based Education	1	Student Interchange	Student School Association	
Special Education Student	1	Internal Flag		Pipeline will calculate this based on if a student is in the SPED interchange. More information below.
ELL	1	Internal Flag		ELL status for the student. More information below.
Foster	1	Internal Flag		Foster status of a student. More information below.
School Code	4	Student Interchange	Student School Association	
Grade Level	3	Student Interchange	Student School Association	
School Entry Date	8	Student Interchange	Student School Association	
School Exit Withdraw Date	8	Student Interchange	Student School Association	
Total Days Attended	5	Student Interchange	Student School Association	
Total Days Excused	5	Student Interchange	Student School Association	
Total Days Unexcused	5	Student Interchange	Student School Association	
Total Days Missed Due to Out of School Suspensions	5	Student Interchange	Student School Association	

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Name of Field	Field Length	Source Interchange	Source File	Remarks
Total Possible Attendance Days	5	Student Interchange	Student School Association	
Habitually Truant Status	1	Student Interchange	Student School Association	
Chronically Absent Status	1	Internal Flag		Calculated using the sum of Total Days Unexcused and Total Days Excused divided by the Total Days Possible. If 10% or greater, then 'Y', if less than 10%, then 'N'. More information below.
Gifted and Talented	1	Internal Flag		Gifted Status of a student. More information below.
Non-School Program	2	Student Interchange	Student School Association	
Title I Student	1	Internal Flag		More information below.

Field Descriptions:

Federal Race Student

The single category used to classify the student or staff member in aggregated federal or state reporting such as pupil counts, graduation rates, and assessment results. This designation is based on the race and ethnicity information provided to the reporting LEA by the student (or their parent/guardian) or staff member.

Code	Description
01	American Indian or Alaska Native
02	Asian
03	Black or African American
04	Hispanic or Latino
05	White
06	Native Hawaiian or Other Pacific Islander
07	Two or More Races

Migrant

The student has been identified as a Migrant student by CDE's Office of Migrant Education. Students who have been identified should be coded as eligible to receive free lunch. If your LEA does not agree with this designation please contact your Migrant Education Region's support staff, contact information can be found on [the Office of Migrant Education's website](#).

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Code	Description
0	No
1	Yes

Special Education Student

Internal flag indicating whether the student is special education or not. The default value for this flag will be '0' (No). A student will indicate a '1' (Yes) value when their SASID is within the Special Education Interchange as eligible for services (Participation File) and the LEA of attendance matches on both files.

Code	Description
0	No
1	Yes

ELL

The English Learner (ELL) status for the student record. If the student's Language Background is not 'eng' and Language Proficiency = 1, 2, 6, or 7 (NEP, LEP, FEP Monitor Year 1, or FEP Monitor Year 2) then the ELL status is '1' (Yes). Students with Language Proficiency = 0, 4, 5, 8, 9 (N/A, PHLOTE, FELL, FEP Exit Year 1, or FEP Exit Year 2) are indicated as '0' (No).

Code	Description
0	No
1	Yes

Foster

Internal flag where SASID was identified as a student in foster care as reported to CDE by the Colorado Department of Human Services (CDHS).

Code	Description
0	No
1	Yes

Chronically Absent Status

Indicator if the student was absent 10% or more of the days enrolled in the public-school year during the school year. A student is absent if the student is not physically on school grounds and is not participating in instruction or instruction-related activities at an approved off-grounds location for the school day. Chronically absent students include students who are absent for any reason (e.g., illness, suspension, the need to care for a family member), regardless of whether absences are excused or unexcused. This count would include students in grades K-12.

Calculated using the sum of Total Days Unexcused and Total Days Excused divided by the Total Days Possible. If 10% or greater, then 'Y', if less than 10% then 'N'.

Code	Description
N	No
Y	Yes

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Gifted and Talented

Student has been identified as Gifted and Talented (marked Yes - 1) in one or more of the 14 Gifted Fields in the Student School Association file.

Code	Description
0	No
9	Yes

Title I Student

Schoolwide (SW) – Schoolwide (SW) reform provides opportunities for all children to meet the states’ proficient and advanced levels of a student academic achievement. All students enrolled within the grade span served in Title I Schoolwide program are flagged as Title I students (code ‘2’).

Targeted Assistance (TA) – All students participating in Title I services within a school that implements a Targeted Assistance program (as reported in the Title I Interchange) are flagged as Title I students (code ‘3’).

For more information regarding the Title I Interchange, please visit [the Title I Interchange website](#). For more information on Title I program, please visit [the Title I, Part A: Improving the Academic Achievement of the Disadvantaged website](#).

Code	Description
0	No
2	Yes, Schoolwide
3	Yes, Targeted Assistance

Document Changes:

Date	Description of Change	Reason for Change	Element(s) Affected
1/18/2024	Updated “district” to “LEA” throughout document	Will better include BOCES and CSI in definitions	
2/12/2024	File Format update	Document accessibility	
2/12/2024	Added Gifted Flag	Helpful to track attendance data for gifted students. Gifted already collected in Student Interchange.	Gifted and Talented Flag
12/11/2024	Added Non-School Program Field	Helpful to verify if attendance data is required or not for our 100% non-school program students.	Non-School Program Field
12/11/2024	Added Title I Student Flag	Helpful to track attendance for our title I students. Title I Interchange already uploaded this time of year.	Title I Student Flag