

**Secondary Schools
Dropout Resolution
&
Enrollment Workshop
Grades 7-12**

Aeries and CALPADS
2013-14

Agenda

- CALPADS Reports – 8.1c – Student Profile Dropout – State View and 10.1 – Exit Reason Discrepancy – ERD Anomalies
 - How to read them
 - How often to print and review them
- CALPADS Enrollment
- Understanding Aeries Enrollment process (enroll, inactivate and No Show)
- Definition and use of exit code
- Other District Enrollment (mandatory use and how to use effectively)
- Key Points
- How are ERD's resolved?
- Dates and Deadlines, After Certification, What's in Your Toolkit?
- Schl Enter Dt , Dist Enter Dt
- School Mobility/District Mobility
- Student Retention coding in Aeries

CALPADS Reports

- 8.1c – Student Profile Dropout – State View (*Snapshot Reports*)
 - This report includes all Lost Transfers and Dropouts
- 10.1 – Exit Reason Discrepancy – ERD Anomalies (*ODS Reports*)
 - **A** – Completer Re-enrolled: Student is coded as completing CA K-12 education but has been re-enrolled in a CA K-12 school. This indicates either a potential SSID assignment error or incorrect coding in our local SIS.
 - **B** – Non-Returning Student Re-enrolled: Student is coded as a non-returning student but has been enrolled in another CA K-12 school. This indicates either an SSID assignment error or a re-enrolled dropout.
 - **C** – Potential Dropout: Student has not enrolled in another K-12 public school by the reports "As of" Date. This indicates a possible dropout.

8.1c Student Profile Dropout – State View Report



Academic Year: 2013-2014
View: Snapshot
As Of: 10/2/2013

					Personals			
School Code	School Name	SSID	Student Name	Local ID	Gender	Ethnicity/Race	Grade	Primary Residence Category
3330024	Arlington High	3010439597	[REDACTED]	[REDACTED]	F	Hispanic	12	Permanent Housing
		5027117692	[REDACTED]	[REDACTED]	F	White	12	Permanent Housing
		9155473661	[REDACTED]	[REDACTED]	M	Hispanic	12	Permanent Housing
		3028780787	[REDACTED]	[REDACTED]	M	Hispanic	12	Permanent Housing
		7016721996	[REDACTED]	[REDACTED]	M	Hispanic	11	Permanent Housing



CALPADS Enrollment

State Reporting > Online Maintenance > Maintain Student Data > Maintain Student Information > **Student Enrollment**

View Student Details

Student Name	SSID	Local ID	Gender	Birth Date	Birth Country	Birth State Province	Primary Language	Grade Level	School Start Date	Reporting LEA	School of Attendance	Actively Enrolled
	7016721956		M					11	4/15/2013	Riverside Unified - 3367215	Arlington High - 3330024	N

Maintain Student Information

School Enrollment History

Reporting LEA	School Of Attendance	NPS School of Attendance	*Enrollment Status	*School Start Date	School Exit Date	Student Exit Reason	Expected School of Attendance	Completion Status	Met all UC/CSU Req
Riverside Unified-3367215	Arlington High-3330024		10	4/15/2013	6/12/2013	T160			Exit
Riverside County Office of Education-3310330	Riverside County Juvenile Court-3330123		10	10/3/2012	4/1/2013	T160			N
Riverside County Office of Education-3310330	Riverside County Juvenile Court-3330123		10	8/2/2012	10/2/2012	T160			N

Student Record in Aeries

Students

2013-2014 Arlington High School 11/10/2013

Student Data 1 (STU) Student Data 2 (STU) Student Data 3 (STU) Secondary Student Data (SSD) Student Documents (DOC)

Stu#	Last Name	First Name	Middle Name	Suffix	Perm ID No.	Sex	Grade	Birth Date	Age
						M	12		18

LastSchl	OldStu#	Old Perm ID	Old State ID	SchedGrp	Msg	Family Key	CompetencyTests	S/M	D/M
91	001649	000000000				22609		11	0

Summer Withdrawal Reason	Leave Date	Nxt Schl	End of Year Status	Nxt Schl	Completion Status Code	Date	Leave Date	(DropOut)
160	06/12/2013	0		0			06/12/2013	

Interdist Exp Dt Next Interdist District Name Nxt Res Schl

Period Attendance (ATT)

2013-2014 Arlington High School 11/10/2013

Stu#	Last Name	First Name	MI	Perm ID No.	Sex	Grd	Prg	Trk	Pgm1	Pgm2	Abs	Ltr Date	Tdy	Ltr Date	Stat
					M	12	D				0		0		N

Parent/Guardian Area/Telephone Fathers Work/Extension Mothers Work/Extension Age Counselor

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Attendance by Calendar Period Absences Enrollment District Enrollment Other District Enrollment

District	School	Address	City	St	Zip	Ctry	Enter Date	Leave Date	Notes
Riverside County Office Of Education	Arlington Regional Learning Center (RCOE-Comm)	3939 Thirteenth St	Riverside	CA	92504	US			

District Enter Date Leave Date Notes

CALPADS Enrollment

[State Reporting](#) > [Online Maintenance](#) > [Maintain Student Data](#) > [Maintain Student Information](#) > **Student Enrollment**

View Student Details

Student Name	SSID	Local ID	Gender	Birth Date	Birth Country	Birth State Province	Primary Language	GradeLevel	School Start Date	Reporting LEA	School of Attendance	Actively Enrolled
			M					11	8/29/2011	Riverside Unified - 3367215	Arlington High - 3330024	N

[Maintain Student Information](#)

School Enrollment History

Reporting LEA	School Of Attendance	NPS School of Attendance	*Enrollment Status	*School Start Date	School Exit Date	Student Exit Reason	Expected School of Attendance	Completion Status	Met all UC/CSU Req
Riverside Unified-3367215	Arlington High-3330024		10	8/29/2011	6/12/2013	T160			
Riverside Unified-3367215	Chemawa Middle-6061790		10	8/21/2009	6/3/2011	E230		480	
Riverside Unified-3367215	Liberty Elementary-6032694		10	7/29/2002	6/12/2009	E230		480	N

Aeries Student Record

Enrollment History

2013-2014 Test Arlington High School 10/9/2013

Stu#	Last Name	First Name	Middle Name	Perm ID No.	Sex	Grade	Prog	Track	Status
					M	11			N

Schl-Year	School Name	Exit	Next	Rptg	IntDst	NPS
Stu#	Trk Prg AP1 AP2 Grd Teacher	Ren	Sch	Sch	Trans	Spec Ed
2012-2013	091 Test Arlington High School					
002153	10 0 Unassigned DO N	8/27/2012	6/12/2013	160	0	0
2011-2012	091 Test Arlington High School					
002210	9 0 Unassigned DO N	8/29/2011		0	0	
2010-2011	U82 Test Chemawa Middle School					

Period Attendance (ATT)

2013-2014 Test Arlington High School 10/9/2013

Stu#	Last Name	First Name	M/I	Perm ID No.	Sex	Grd	Prg	Trk	Pgm1	Pgm2	Abs	Ltr Date	Tdy/Ltr Date	Status
					M	11					0		0	N

Parent/Guardian Area/Telephone Fathers Work/Extension Mothers Work/Extension Age Counselor

16 24 Black, I

Attendance by Calendar Period Absences Enrollment District Enrollment Other District Enrollment

District	School	Address	City	St	CA	Zip	Ctry	Enter Date	Leave Date	Notes
	Monticito High School		Ontario	CA				0	0	em

CALPADS Enrollment

[State Reporting](#) > [Online Maintenance](#) > [Maintain Student Data](#) > [Maintain Student Information](#) > **Student Enrollment**

View Student Details

Student Name	SSID	Local ID	Gender	Birth Date	Birth Country	Birth State Province	Primary Language	GradeLevel	School Start Date	Reporting LEA	School of Attendance
	2094149485		F					07	8/26/2011	Riverside Unified - 3367215	Sierra Middle - 6059141

School Enrollment History

Reporting LEA	School Of Attendance	NPS School of Attendance	*Enrollment Status	*School Start Date	School Exit Date	Student Exit Reason	Expected School of Attendance	Completion Status
Riverside Unified-3367215	Sierra Middle-6059141		10	8/26/2011	6/13/2013	T160		
Riverside Unified-3367215	Emerson Elementary-6032577		10	3/31/2011	6/3/2011	E230		480
Corona-Norco Unified-3367033	Victress Bower School for Exceptional Students-6068753		10	8/2/2010	1/25/2011	T160		

Aeries Student Record

Enrollment History

2013-2014 Sierra Middle School 11/10/2013

Stu#	Last Name	First Name	Middle Name	Perm ID No.	Sex	Grade	Prog	Track	Status
					F	8	D	B	N

Schl-Year	School Name	Exit Rsn	Next Sch	Rptg Sch	IntDst Trans	NPS Spec Ed
2012-2013	087 Sierra Middle School	160	0	0		
	001039 A D	7	0	Unassigned DO N	8/24/2012 6/13/2013	
2011-2012	087 Sierra Middle School	0	0			
	001041 A D	7	0	Unassigned DO N	8/26/2011	

Period Attendance (ATT)

2013-2014 Sierra Middle School 11/10/2013

Stu#	Last Name	First Name	M/I	Perm ID No.	Sex	Grd	Prog	Trk	Pgm1	Pgm2	Abs Ltr Date	Tdy Ltr Date	Stat
					F	8	D	B			0	0	N

Parent/Guardian Area/Telephone Fathers Work/Extension Mothers Work/Extension Age Counselor

14 0 Unassigned

Attendance by Calendar | Period Absences | Enrollment | District Enrollment | Other District Enrollment

District	School	Address	City	St	CA	Zip	92503	Ctry	US	Enter Date	Leave Date	Notes
Alvord Unified School District	Wells Middle School	10000 Wells Ave	Riverside	CA	92503	US						8/15/13 - Per mom, moved to Alvord (AT) 10/2/13 - Per Alvord Spec Ed, still waiting on medical clearance to start County program (ME)

Other District Enrollment - ODS

- Secondary Schools must request schools added to CHI table
 - Open a work order on-line, select Service Type: Aeries
 - Include school name & address
- Use District and/or School radio button on form
- Include initials and date
- Use Out of Country and Out of State if unsure what Country or State until confirmed
- Do **NOT** use 996, 998 and 999 in the **Nxt Schl** field(s), Attendance/Enrollment and Student Data 3(STU)

Key Points

- Adult Education exits – confirm student enrollment on Information Day
- Use Correct Exit/No Show Codes
 - Become familiar with the definition of **ALL** exit codes
- A student is NOT considered a dropout if s/he is exited with:
 - 180 – Transfer to Private School
 - 200 – Move Out of State
 - 240 – Move Out of Country
- Changes made in the previous school year in Aeries requires a work order for CALPADS update/correction

Key Points

- The Snapshot
 - Is a “static” subset of the ODS records that apply to Fall 1
 - Is updated at night for any data posted that day
 - Reflects data posted by the previous night
- Reports
 - Filters affect what you see
- Use resources to evaluate errors
 - Aeries
 - CALPADS

How Are ERD's Resolved?

- Technology Services works with the schools, if necessary, to resolve Warning Type A errors
 - Technology Services resolves Warning Type B
 - Schools resolve Warning Type C
-
- Some resolutions will require sites to review student exits in the previous school year & a work order generated for manual resolution on CALPADS.
 - Some 160's will not go away.....these students will be counted as dropouts.

Dates and Deadlines

2013–14 CALPADS Fall 1 Date Ranges

Academic Year: 07/01/13 – 06/30/14

Reporting Date Ranges:

Graduates: 08/16/12 – 08/15/13

Dropouts: 08/16/12 – 08/15/13

Lost Transfers: Exits between 08/16/12 and 08/15/13,
and no subsequent enrollment up to 10/02/13

No Shows (N420s): 05/15/12 – 08/15/12

Information Day: 10/2/13

1st Certification deadline: 12/13/13

Amendment window: 12/14/13 – 2/7/14

Fall 1 – After Certification

<http://data1.cde.ca.gov/dataquest/>

The screenshot shows the DataQuest interface with the following elements:

- Header:** California Department of EDUCATION logo and "DataQuest" title.
- Navigation:** Links for CDE Home, Enrollment and Staffing Data Files, AFI Home, AYP Home, CAHSEE Home, CELDT Home, STAR Home, and Testing Home.
- Introduction:** "DataQuest helps you find facts about California schools and districts." and "To create a report: (1) select a Level, (2) select a Subject, and (3) click on the 'Submit' button."
- Instructions:** A numbered list: "1. Select Level:", "2. Select Subject:", and "3. Click Submit:". The "Level" dropdown is set to "School" and the "Subject" dropdown is set to "Dropouts".
- Buttons:** "SUBMIT" and "RESET" buttons.
- Footer:** "Questions: DataQuest | Data Report", "California Department of Education 1430 N Street Sacramento, CA 95814", and "DataQuest Help | For Last Modified August".

What's In Your Tool Kit?

- Adult Education procedures
- Enrollment documentation
 - No Showing Students
 - Status “P” and Status “N”
 - Inactivating Students
- CDE/RUSD Exit/Withdrawal Codes documentation
- CALPADS Access
- CALPADS documentation
 - How to Download CALPADS Reports

Let's Talk....

Schl Enter Dt, Dist Enter Dt

- Student will receive a new **School Enter Date** if:
 - The student transfers to another RUSD school
 - The student returns after s/he has been no showed or withdrawn – at any time.
- Student will **maintain** the same **School Enter Date** if:
 - The exit/no show was processed in error (*exit/no show removed from Aeries and on CALPADS*)
 - The student NEVER changes schools within RUSD (*the student will maintain the same enter date as when s/he enrolled in the school*)

Let's Talk....

Schl Enter Dt, Dist Enter Dt

- Students will receive a new District Enter Date if:
 - If you can validate that the student was enrolled in another school district or the student returns to RUSD after 30 days since their last enrollment in RUSD.
- Students will maintain the same District Enter Date if:
 - The student returns to RUSD within the 30 days (keep same rule as Continuous Enrollment for Accountability reporting) and has no other enrollment record on CALPADS as attending another CA LEA.

Schl Enter Dt, Dist Enter Dt

Enrollment History

2013-2014 Test Central Middle School 11/11/2013

Stu#	Last Name	First Name	Middle Name	Perm ID No.	Sex	Grade	Prog	Track	Status
					F	7		A	

Schl-Year	School Name	Exit	Next	Rptg	IntDst	NPS
Stu#	Trk Prg AP1 AP2 Grd Teacher	Enter Date	Leave Date	Rsn	Sch	Spec Ed
2013-2014	081 Test Central Middle School					
001463	A 7 0 Unassigned DO N	8/23/2013			0	0
2012-2013	014 Test Fremont Elementary School					
001633	6 26 Ellison, L	8/28/2012	6/13/2013	230	0	0
2011-2012	014 Test Fremont Elementary School					
001788	5 35 McCabe, J	4/16/2012			0	0

Students

2013-2014 Test Central Middle School 11/11/2013

Student Data 1 (STU) Student Data 2 (STU) Student Data 3 (STU) Secondary Student Data (SSD) Student Documents (DOC)

Stu#	Last Name	First Name	Middle Name	Suffix	Perm ID No.	Sex	Grade	Birthdate	Age
						F	7		14

Parent/Guardian	Area/Telephone	Primary Contact 1	Primary Contact 2	Name/Addr Ver	Verified	Status
					04/13/2012	<input checked="" type="checkbox"/>

Residence Address	City	State	Zipcode/Extn	GridCd	Interdist xfer / District	Leave Date
		CA	92501 2242			

Mailing Address (same? <input checked="" type="checkbox"/>)	Schl Enter Dt	Dist Enter Dt
	08/23/2013	04/13/2012

Counselor Number	Name	Locker	Res Schl	NxtSchl	NxtGrd	NxtTch	NxtTrk	Rcd Rel	ParEd
20	A			91	8				

Schl Enter Dt, Dist Enter Dt

Students

2013-2014 Test Martin Luther King High School 11/11/2013

Student Data 1 (STU) Student Data 2 (STU) Student Data 3 (STU) Secondary Student Data (SSD) Student Documents (DOC)

Stu#	Last Name	First Name	Middle Name	Suffix	Perm ID No.	Sex	Grade	Birthdate	Age
						M	10		15
Parent/Guardian	Area/Telephone	Primary Contact 1	Primary Contact 2	Name/Addr	Ver	Verified	Status		
						09/11/2012	<input checked="" type="checkbox"/>		
Residence Address	City	State	Zipcode/Extn	GridCd	Interdist xfer / District	Leave Date			
		CA	92508 2541						
Mailing Address	(same? <input checked="" type="checkbox"/>)	Schl Enter Dt	Dist Enter Dt						
		08/27/2012	07/07/2003						

Enrollment History

2013-2014 Test Martin Luther King High School 11/11/2013

Stu#	Last Name	First Name	Middle Name	Perm ID No.	Sex	Grade	Prog	Track	Status	
					M	10				
Schl-Year	School Name	Exit	Next	Rptg	IntDst	NPS				
		Rsn	Sch	Sch	Trans	Spec Ed				
Stu#	Trk	Prg	AP1	AP2	Grd	Teacher	Enter Date	Leave Date		
2004-2005	033	Test Kennedy Elementary School			1	302 Yawney, C	7/06/2004		0	0
2003-2004	033	Test Kennedy Elementary School			0	101 Crawford, P	9/05/2003		0	0
2003-2004	036	Test Longfellow Elementary School			0	211 Rendon, A	7/07/2003	9/04/2003	W00	0

So How Does This Work With... School Mobility – S/M

- A Student's S/M (*School Mobility*) changes when:
 - A student changes school
 - For example, Jane Doe is currently in 11th grade. Her S/M @ North HS says "9". If Jane transfers to Arlington HS this year, her S/M @ Arlington will be "11"
- A Student's S/M (*School Mobility*) stays the same when:
 - A student enrolls and remains at the same school without interruption
 - For example, John Doe is currently in 12th grade @ Ramona HS. His S/M says "9", this is because John has been enrolled @ Ramona since 9th grade without interruption
 - A student transfers to a new school within the same school year
 - For example, Sally Jones is currently in 7th grade student @ Sierra MS. Her S/M @ Sierra says "7". If Sally transfer to Chemawa MS this year her S/M will still be "7"

So How Does This Work With...

District Mobility – D/M

- District Mobility (grade level) begins when the student enrolls in the district for the first time.
- A Student's D/M (*District Mobility*) changes when:
 - A student exits the District; then re-enroll in a later school year(s).
 - For example, Jane Doe exits/withdrew University MS as a 7th grade student 9/26/2013. The student returned to RUSD the following school year. In this case, the student's D/M would be "8" (grade level).
- A Student's D/M (*District Mobility*) stays the same when:
 - As long as the student never exits the district and returns.
 - A student exits the school/district and returns within the same school year.
 - The exit/no show was processed in error (*exit/no show removed from Aeries and on CALPADS*)

S/M D/M

Students

2013-2014 Test Central Middle School 11/11/2014

Student Data 1 (STU) Student Data 2 (STU) Student Data 3 (STU) Secondary Student Data (SSD) Student Documents (DOC)

Stu#	Last Name	First Name	Middle Name	Suffix	Perm ID No.	Sex	Grade	Birthdate	Age
						F	7		14

LastSchl	OldStu#	Old Perm ID	Old State ID	SchedGrp	Msg	Family Key	CompetencyTests	S/M	D/M
81	002061	00000000				4386		7	5

Summer Withdrawal Reason Leave Date Nxt Schl End of Year Status Nxt Schl Completion Status Code Date Leave Date (DropOut)

Students

2013-2014 Test Martin Luther King High School 11/11/2014

Student Data 1 (STU) Student Data 2 (STU) Student Data 3 (STU) Secondary Student Data (SSD) Student Documents (DOC)

Stu#	Last Name	First Name	Middle Name	Suffix	Perm ID No.	Sex	Grade	Birthdate	Age
						M	10		15

LastSchl	OldStu#	Old Perm ID	Old State ID	SchedGrp	Msg	Family Key	CompetencyTests	S/M	D/M
93	001481	00000000				9209		9	0

Summer Withdrawal Reason Leave Date Nxt Schl End of Year Status Nxt Schl Completion Status Code Date Leave Date (DropOut)

Aeries Retention (RET) Table

- Review AeriesCS and Aeries.NET instructions

Technology Services Resources

- Help Desk
 - 81099 – VoIP extension
 - 951-276-2002 – outside
- On-line Work Order System
 - [Technology Services Work Order System](#)
- Aeries & CALPADS Documentation
 - [Technology Services Website](#)
- Technology Services Training/Workshops
 - [Technology Services Support Training Website](#)
- Technology Services Newsletter(s)

Questions

