We have been hard at work all summer building new and improved reports for your campus needs and/or district needs! This issue will highlight some of the newest reports, some report modifications and other additions to your Decision Ed Workspace.

Check Your Class Counts

Here is the best report to get a quick count by section and teacher for ALL of your campus courses in one report. #R001104 provides each teacher’s list of sections with class counts broken down by grade level. In the optional selections, you can choose just the current semester (otherwise, the report returns both semesters). Clicking on any blue hyperlinked number under the Total column provides you with a class list for that section.

New and Improved Reports for High Schools

STUDENT ASSESSMENTS: We all can see how complicated it is becoming keeping track of students who qualify to substitute for an EOC assessment! So we have developed some reports to make your life a bit easier. Check out these EOC Substitute Assessment Reports: #LR000083 (for ENGI/ENGII) and #LR000084 (for ALG I). Select a particular cohort group, and the report returns their current EOC results with any potential substitute assessments taken. The substitute assessment results are color coded to show if they met the standard to substitute for that EOC exam.

TRANSCRIPT CREDITS: This report (#LR000041 School—Transcript Credits by School Year Earned Student List) is not new, but has a new modification. You can now select a specific cohort group instead of selecting the grade level. This allows you to see all of your students in a particular cohort who are lacking the credits to graduate with their group. Use the “Proceed to Optional Selections” button to select either the grade level or the cohort group desired.

For High Schools and Middle Schools

TARDIES BY PERIOD: If your campus enters student tardies in eSchool, there is a great new report to track these in the student detail reports section: #R001106 Student—Period Tardy History. See the example below.

Online Training is Here!

We are currently working on a few September face-to-face trainings, but you don’t have to wait till then! There is now a series of online videos that will walk you through the Decision Ed training. These are great if you are either totally new to Decision Ed or if you are just rusty and need a refresher. To access the videos, go to the district web page and under Departments, select Evaluation. (Or click on this link: DECISION ED TRAINING). You will see the link for online training which will require you to log in. Then dive in!

Proactively Intervening for Chronic Absenteeism

Now is the time to work with those students who had a pattern of chronic absenteeism in 2017-2018 to develop a plan that will ensure good attendance this year. Here is a great report to look at your campus rate and to drill down to particular students: #R000999—Attendance Percentage Analysis for Non-Mobile Students. Select the 2017-2018 school year and you will see your overall rate, as well as the rates of your subpopulations. You can then drill down to the actual student level. One important note—not all students may appear on your drill-down list if they are not enrolled on your campus in the current year. Campus Users always see only their current students.
Reports for RIGHT NOW!!

The start of the school year always brings with it many DATA needs. Here are your MOST-NEEDED reports for right now:

STUDENT ENROLLMENT: For a quick list of currently enrolled students in any subgroup, use Report #R000125 (District Users—#R000037). Remember to use the optional selections filter to refine your search for a specific subset of students, such as LEP, GT, SPED, 504, Homeless, etc.

CLASS LISTS: If you want to pull a list of all courses with hyperlinks to print a class list, check out Report #R000146. The optional selections let you choose specific courses or teachers.

DOCUMENTATION FOR SPECIAL GROUPS: When delivering documentation to teachers for LEP students, special education, 504, GT, or any specially coded group, use the Report #LR000044. In the optional filters, select your subgroup. It produces a report with the specific students for that subgroup in each teacher’s classroom.

ADVANCED ACADEMICS ENROLLMENT: Now is a great time to run the report #LR000042 (School—Advanced Academics (District Users can run #LR000022). As we encourage more students to attempt courses with a higher level of rigor, it is a helpful report for monitoring those numbers for student persistence in these courses. If you want to check enrollment for a particular program group, such as AVID, use #LR000043 (#LR00023 for District Users).

Searching for No Shows?

Once your registrar has withdrawn all your no-show students after the first day of school, you can pull a list of these students by using Report #R000131. Under the optional selections filter, choose the WNS withdrawal code. The report will display all students withdrawn in the selected school year with the selected withdrawal code. This list can also be converted to an Excel spreadsheet.

If you want to view ALL withdrawals, use Report #R000130, which gives a summary report of every withdrawal code used in the selected year. This report is a GREAT tool to watch your withdrawals throughout the school year, especially checking for those ‘98’ dropouts.

Hunting Down That Missing Excel File

When you convert a report into Excel format, Google downloads the report and it appears as a popup in the left-hand bottom corner of your screen, which you then have to find and click to open. Here is how you set it up to have your reports open automatically: When you download the file, right-click on that pop-up box on the bottom corner and select “Always open files of this type.” Now, when you convert to Excel, your document will automatically open on your screen.

Recapturing Your 2018 Cohort

Finding all the students in your graduating cohort group can be quite tricky in eSchool since any search covers four years and does not always capture their final withdrawal code. There is a wonderful report in Decision Ed that can help you do this—Report #LR000016 (#LR000015 for District Users). Choose your cohort year and the withdrawal codes you wish to monitor. The report looks at the LAST withdrawal code for each student in the selected cohort. Important groups to monitor are the “98—Dropout Code” and the “Failed State Assessment/Met Requirement” code. Just a note—occasionally the report does not capture an updated status if the update was made outside of the student’s enrollment year.