January is a perfect time for a checkup! Using a wide range of diagnostic reports in Decision Ed, you can take stock of the progress made this year in a number of areas, and even compare to the same time period in the previous year. Here are some of the tools to help you:

**Taking Your Attendance Temperature: 98.6°F?**

There are many reports in Decision Ed to examine attendance from a number of views. Here is one to review your daily attendance by grade level and see the days with the lowest attendance rates: Report #R001100 School—Date Range Attendance % by Grade Level and Date. (District Users can view Report #R001099.) This report lets you select the date range for the first semester and view the daily attendance rate. In the far right column, you will see the overall average for the date range selected. Run the similar date range for the previous year to get a comparison of progress. At the end of the school year, an even better report to use is Report #R000092, which shows the EOY attendance rate for all grades for all years 2009 through the current year.

To check the progress of your chronic absenteeism group, look at Report #R000999 School—Attendance Percentage Analysis for Non-Mobile Students. This report will show you the percent of students who have at least 90% attendance with a breakdown by subpops. NOTE: You can run the report again to compare to the previous year, but it would be comparing the end-of-year results for past years.

**Getting a Read on Your Discipline Activity**

Here is another date-range report that lets you select only the first semester (or any date range): R000108—School—Date Range Infractions by Ethnicity. This report displays all discipline infractions by federal race/ethnicity and compares it to the percent of the campus population for that race/ethnicity. If you run it for the first semester (August 20 to December 20), and then run it again for the similar dates in the previous year, you can easily compare the two reports. While you are at it, take a look at one other report with breakdowns by some of the subpopulations: R000103 School—YTD Infraction Counts by Special Population.

**Monitoring Failing Grades**

Want a quick view of the grade distribution across a subject area? Try Report #R000136 School—Mark Distribution by Course. This report lets you select a subject area and displays the grade distribution for all courses (or just selected courses—see Algebra 1 below). For the high schools, one report that utilizes the state course number to combine those sections that are in the same class is Report #R000883 School—Grade Range Distribution for State Course by Teacher.

Visit my web page for more Decision Ed Resources.
Diagnostic Tests: Determining the Cause
After running the various tests to measure your first semester progress, you will want to dig deeper to find some root causes. Some of the reports below will help you to isolate the hot zones in some of these areas of attendance, discipline, failures, etc.

Stop, Drop, and (Honor) Roll
Now that the first semester grades are in, it’s a great time to acknowledge those honor roll students on your campus. You can do this with Report #LR000082 School — Meeting All Selected Grades Student List, which is designed to allow you to pull a list of those students with all A’s or all A’s & B’s, etc. Best part is that it can be converted to an Excel spreadsheet for easy use.

Which Classrooms Have Attendance Issues?
You may have noticed that there are some teachers who have that ability to create an environment where kids want to be there! This often shows on Report #000988 School—YTD Attendance % by Teacher, Course, and Section, as well as classrooms where attendance is a problem. This report gives a view of attendance by each classroom section for each teacher. One note for secondary schools: Because this report is tracking student absences, it will carry forward across semesters, so you will see both the A and B semesters listed, but the B semester will be cumulative.

Which Classrooms Have TEACHER Attendance Issues?
Can student attendance be impacted by teacher attendance? This is often the case when a teacher is regularly absent. Here is a great report to view your teacher attendance rates, taking out all professional development, jury duty, etc., that should not be included. Report #R000054 gives an alphabetical list of scheduled teachers and displays their attendance rate, leaving out the codes that are not personal absences. If you want to dig deeper into a certain teacher’s absence history, check out Report #R000227 Teacher Reports—Teacher Detail, which gives an overview of the teacher’s attendance year over year, or allows you to just select the current year only.

Zeroing in on the High-Risk Factors
Sometimes it is important to be able to capture the group of students meeting all the high-risk factors for intense triage. Report #R000486 School—At-Risk Students (Absences, F’s, Infractions) lets you set the minimum threshold in the three areas identified and captures the group of students meeting all three thresholds. This summary report displays the numbers with breakdowns by gender, ethnicity, EcoDis, LEP and SPED. See the example report on the right.

Discipline by Special Populations
Here are two more diagnostic reports—this time focusing on discipline infractions and discipline responses. Report #R000735 School—Date Range Infraction Summary by Special Population gives a breakdown of discipline infractions by subpopulation. Report #R000734 School—Date Range Response Summary by Special Population is a similar report which shows a summary of disciplinary responses (i.e., the consequences assigned for the discipline infractions). These reports display the top infractions and top responses and how the data breaks down by gender, ethnicity, LEP, EcoDis and SPED statuses.