**Early Intervention**

How do you IDENTIFY and FOCUS your attentions on students in need? Early intervention is critical to help students rebound quickly when they get off track. Here are some great reports to help you!

**Students in Need**

Report #R000487 is called **At-Risk Students (Absences, F's, Infractions)**, but note that it is not the definition of at risk with which we are most familiar (i.e., at risk per the state 13 indicators). However, what this report tries to do is allow you to determine the criteria for identifying students in need. When you run the report, you can select the grading period (including progress reports), a minimum number of absences (both excused and unexcused), a minimum number of infractions and F’s. After making your selections, it creates a list of students who meet ALL of the criteria you selected. See the example report below.

**Identifying Your Bubble**

Sometimes you just want to capture that group right on the edge to give that little push they need to succeed. Here is a report to help you find those students in that borderline range for grades on their progress reports or report cards. Report #R000498 lets you select one or more courses and a mark type and determine the grade range you want to capture (say, 60-69?). The report returns a list of students with grades in that selected grade range.

**Discipline**

Keeping an eye on Discipline for your student group is easy as pie. Report #R000105—YTD Infraction Student List gives you an optional selections filter to choose a counselor and then produces a list of all year-to-date infractions for your AP/Counselor student group. (District Users can use Report #R000018.) You can easily filter for any subpopulation or look for one specific infraction type, response type, or reporting staff member.

And while you’re at it . . .

Don’t forget to keep an eye on your discipline demographics. Report #R000108—Date Range Infractions by Ethnicity compares your campus enrollment with the percent of infractions by federal race/ethnicity OR you can use #R000221—Date Range Response Counts by Ethnicity to show the same breakdown for the discipline responses (actions taken) OR use R000685—Date Range Suspensions by Ethnicity. For a report that includes DAEP, use #LR000068. District Users can access #LR000065.
While the truancy process alerts you to students who accumulate excessive *unexcused* absences, how do you monitor ALL absences? One way is to use the Report #R001000—Attendance Percentage Analysis for Non-Mobile Student List. This report provides a list of all students who are defined as being chronically absent; i.e., they have less than 90% attendance with both excused and unexcused absences. Two things to note:

1. The percent calculated is ADA attendance only, which is still the main indicator of students who are chronically absent. (For period absences, HS/MS can use Report #L4000045 instead to see a total number of absences every period).
2. When you go to run the report, you will see the selection “Minimum # Days Not Enrolled for Mobility Status”. This lets you define your “non-mobile” students and filter out any students who were not enrolled in your school for the number of days you determine. Set this to 0 if you want to see ALL your students with less than 90% attendance.

Do you want to see your OVERALL campus chronic absenteeism rate and compare subpopulations? Use Report #R000999. Once again, you will select your number of days not enrolled to define your “non-mobile” students. Set it to 0 if you want to see all students. Click on any of the hyperlinked numbers to get the list of students represented. The report can be run for previous years as a comparison, although they will display only the final EOY rates.

**NEW**

**DECISION ED TRAINING DATES**

Are you a new user or just need a refresher in Decision Ed? Here are some upcoming face-to-face trainings. Make sure you register in Eduphoria and BYOL—*bring your own laptop*. (A few laptops will be available for use at the training, if needed.)

**Thursday, October 12, 2:00-4:00 p.m.**  
Admin. Building, Room 300  

**Tuesday, October 31, 1:00-3:00 p.m.**  
Admin. Building, Room 300  

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**Report Cards are Coming!**

Well, it’s that time again! Here is a reminder where to find some handy reports for monitoring student report card grades. If you use the Wizard feature in your Report Quick View for “School Reports” or “District Reports” and then choose “Student Mark,” you will see a number of possibilities for viewing grade reports, mark distributions, and failure lists. Another filter which is often overlooked is the “Graduation Tracking” filter. The filter label does not appear to be talking specifically about grades, but there are some great grade reports in this group as well. Report #R000201 (all courses) or #R000076 (multi-select courses with the control key) give the percent of failures for the overall course for the marking period selected and displays the number of students taking the course and the number who failed. However, for secondary, these numbers can be a little deceiving, since one class may contain more than one course number. A report that combines courses with the same state ID is Report #R000883—Grade Range Distribution for State Course by Teacher, comparing the overall grade distributions of teachers teaching the same state course number, like Algebra 1 (03100500).

**Where in the world did they come from?**

Many times a campus will want to know a student’s previous school, perhaps for incoming 6th or 9th grade students. Here is a simple report that will give you that info:

**R000580 School—New to School Student List.** Select the grade level and it shows all students newly enrolled in your school and displays their prior school. However, the report will not include students who are new to the district and were not in an Humble school last year. You can use **R000579 School—New to District Student List** to capture that group.