# AT - RISK
## IDENTIFICATION MANUAL (STATE COMP ED)

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<th>Name</th>
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<tbody>
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<table>
<thead>
<tr>
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<th>Name</th>
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</tr>
</thead>
<tbody>
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**2019-2020 School Year**

HUMBLE INDEPENDENT SCHOOL DISTRICT
At Risk Identification Manual (State Comp Ed)

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Purpose of the State Compensatory Education (SCE) Program

The State Compensatory Education Program is defined in Texas Education law as programs and/or services designed to supplement the regular education program for students identified as at risk of dropping out of school or who are economically disadvantaged.

The purpose is to increase the academic achievement and reduce the dropout rate of these at risk and/or economically disadvantaged students.

The goal of SCE is to reduce any disparity in performance on assessment instruments (STAAR, EOC) or disparity in the rate of high school completion between students at risk of dropping out of school and all other students, and between students who are economically disadvantaged and all other students.

Eligibility Criteria (State At-Risk, Econ. Disadv., Title I, Local At-Risk)

S.B. 1746 amends the Texas Education Code TEC §29.081 to identify a “student at risk of dropping out of school” to include each student who is under 26 years of age and satisfies one (or more) of the 14 state at-risk eligibility criteria. The State’s criteria are provided in this manual, along with required and recommended timelines as well as methods for identifying students in a timely manner.

- Identification should be conducted (for the student’s benefit) at any time during the year in order to identify those students who are eligible for “supplemental” services under the SCE program, and to ensure timely interventions are provided for these At Risk Students.
- Additionally, H.B. 3 (86th Legislature) permits us to serve students who are “economically disadvantaged” as designated by their Meal Status in eSchool with State Compensatory Education (SCE) staff/funding (supplemental services), regardless of whether the student meets any of the at-risk criteria.
- A student’s meal status does not designate a student as being “at-risk”.
- All students enrolled at a Schoolwide Title I campus may receive “supplemental” SCE funded services.
- To serve a non-Title I student, using SCE staff, who does not qualify as State At-risk or Economically Disadvantaged, but needs supplemental SCE support, contact the Director of State & Federal Programs BEFORE serving the student to determine if the student qualifies for our Local At-Risk criteria. Spaces are limited; all students served by SCE staff must meet one or more of the aforementioned criteria.
Eligibility Criteria #1: Readiness

(1) is in prekindergarten, kindergarten or grade 1, 2, or 3 and did not perform satisfactorily on a readiness test or assessment instrument administered during the current school year;

Grade Level
PreK, KG, 1, 2, 3

Data Source
Students should have the K-3TEST At Risk Factor Code value listed as Yes when scoring in Tier 2 or Tier 3 in:
- Reading - Istation (overall reading) and/or
- Math - Istation or ESTAR (overall math)

eSchool Code
K-3TEST

Guidance
The readiness test must be administered during the current school year and the initial at risk indicators must be entered prior to the fall submission date.

NOTE: Previous years’ scores may not be used for at risk identification.

Timeline for Identification
Campuses administer the readiness test during the beginning of year window in order to identify those students who are eligible for supplemental services under the SCE program.

Identify students new to the district within 30 days of enrolling and use the date of the test administration as the Start Date. (This rule is cited in State Compensatory Education, Frequently Asked Questions, School Year 2013-2014, #14 posted by the Texas Education Agency.)

Start Date:
Data Quality will mass-load the At Risk Factor Code value for K-3TEST to Yes following Istation, Classworks, and ESTAR Beginning of Year (BOY) testing in September and again following Middle of Year (MOY) testing in January. The Start Date for the Overall At Risk status is the student’s test date.

For NEW students, the Campus Counselor will change the At Risk Factor Code value for K-3TEST to Yes if the student scored in Tier 2 or Tier 3 in iStation. The Campus Counselor must also ensure the student’s Overall At Risk status is changed to Yes.

End Date
Once a student is considered At Risk during a school year for K-3TEST, he or she will remain At Risk for the school year.

During the summer, Data Quality will change the At Risk Factor Code value for K-3TEST from Yes to Former for all students and end the current year Overall At Risk status IF this was the only at risk criteria for the student.
Eligibility Criteria #2: Failure in Two or More Subjects in Foundation Curriculum

(2) is in grade 7, 8, 9, 10, 11, or 12 and did not maintain an average equivalent to 70 on a scale of 100 in two or more subjects in the foundation curriculum during a semester in the preceding or current school year or is not maintaining such an average in two or more subjects in the foundation curriculum in the current semester;

Grade Level
7-12

Data Source
Report Card / Failure Report

eSchool Code
FAIL2+

Guidance
Foundation Curriculum is defined as including English Language Arts, Mathematics, Science, and Social Studies, consisting of Texas, United States, and World History, Government and Geography.

Timeline for Identification
Students should have an At Risk Factor Code for FAIL2+ added as soon as they are identified as failing two or more subjects in the foundation curriculum. This usually will be after a mark reporting period, but the student can be identified even earlier in order for the student to receive timely services and allow the student to pass foundation subjects during the semester. (This rule is cited in State Compensatory Education, Frequently Asked Questions, School Year 2013-2014, #14 posted by the Texas Education Agency.)

SCE Note
Students should be identified in a manner that allows those students reasonable and timely access to compensatory services in order to pass foundation subjects during the semester in which the student experiences a failing average. (2019 FASRG, Module 6: State Comp Ed)

Start Date:
Data Quality will change the At Risk Factor Code value for FAIL2+ to Yes for students who failed 2 or more foundation courses at the end of each 9 week grading period, as well as ensure the student's Overall At Risk status is changed to Yes.

For NEW students, the Campus Counselor will change the At Risk Factor Code value for FAIL2+ to Yes for students identified as having failed two or more courses in the foundation curriculum during the current or preceding school year. The Campus Counselor must also ensure the student's Overall At Risk status is changed to Yes. Use the student's enrollment date as the Start Date.

End Date
During the summer, Data Quality will change the At Risk Factor Code value for FAIL2+ from Yes to Former for students and end the current year Overall At Risk status IF this was the only at risk criteria for the student AND the student did not fail two or more core curriculum subjects during the preceding school year.
Eligibility Criteria #3: Retained

(3) was not advanced from one grade level to the next for one or more school years; (Note: From 2010-2011 forward, TEC §29.081 (d-1) excludes from this criteria prekindergarten or kindergarten students who were not advanced to the next grade level as a result of a documented request by the student’s parent.)

Grade Level
K-12

Data Source
- Retention list for next school year
- For high school students, an additional check would be to compare the student’s cohort year to their grade level. For example, a student in the 2020 cohort should be in 12th grade in the 2019-2020 school year. (NOTE: A student’s grade level may be ahead of his/her cohort group if on track for an early graduation.)
- For younger grades, check the date of birth to determine if the child is over age for the grade. If so, verify retention of the student.

eSchool Code
RET

Guidance
Once a student is not advanced from one grade level to the next or if the student previously dropped out of school, the student remains at risk of dropping out of school for the remainder of his/her public education. (State Compensatory Education, Frequently Asked Questions, School Year 2013-2014, #22)

If a student was not automatically promoted but was placed in the next grade, he/she is still considered as advanced to the next grade and would not be identified at risk for the RET At Risk Factor Code. However, he/she will most likely satisfy other criteria, such as non-satisfactory performance on a state assessment. (State Compensatory Education, Frequently Asked Questions, School Year 2013-2014, #45)

Timeline for Identification
The Start Date for the student’s Overall At Risk status is the first day of school. However, if a student moves to a lower grade after school begins, use the actual date of the move as the Start Date.

Start Date:
For NEW students, the Campus Counselor will change the At Risk Factor Code value for RET to Yes and ensure the student’s Overall At Risk status is changed to Yes. Use the student’s enrollment date as the Start Date.

End Date
NONE. A student who is retained remains identified at risk for the balance of his school years.
Eligibility Criteria #4: Non-Satisfactory Performance on State Assessment

(4) did not perform satisfactorily on an assessment instrument administered to the student under TEC Subchapter B, Chapter 39, and who has not in the previous or current school year subsequently performed on that instrument or another appropriate instrument at a level equal to at least 110 percent of the level of satisfactory performance on that instrument;

<table>
<thead>
<tr>
<th>Grade Level</th>
<th>3-12</th>
</tr>
</thead>
<tbody>
<tr>
<td>Data Source</td>
<td>STAAR score report</td>
</tr>
<tr>
<td>eSchool Code</td>
<td>STAAR</td>
</tr>
<tr>
<td>Guidance</td>
<td>The district continues to identify the student as being at risk of dropping out of school until the student subsequently performs at a level equal to at least 110% of the level of satisfactory performance on that instrument. Documentation must be maintained to show how the 110% level of satisfactory performance was calculated.</td>
</tr>
<tr>
<td>Timeline for Identification</td>
<td>Students should be identified as soon as possible after the state scores are received. The Start Date for the student's Overall At Risk status is the date the student was identified after receiving the state scores.</td>
</tr>
<tr>
<td>Start Date:</td>
<td>During the summer, Data Quality will mass-load the At Risk Factor Code value for STAAR to Yes for students who failed STAAR or EOC the previous school year, as well as ensure the student's Overall At Risk status is changed to Yes. For NEW students, the Campus Counselor will change the At Risk Factor Code value for STAAR to Yes for students identified as having failed STAAR or EOC in the previous or current school year. The Campus Counselor will also ensure the student's Overall At Risk status is changed to Yes, using the student's enrollment date as the Start Date.</td>
</tr>
<tr>
<td>End Date:</td>
<td>At the start of the school year, Data Quality will change the At Risk Factor Code value for STAAR from Yes to Former for all students and end the current year Overall At Risk status IF this was the only at risk criteria for the student AND the student performed at a level of 110% or greater. If the 110% level is during a school year, Data Quality will use the date the district receives test scores as the exit date.</td>
</tr>
<tr>
<td>SCE Note</td>
<td>We must provide accelerated instruction for any student failing an end-of-course (EOC) assessment required for graduation before the next scheduled administration of the EOC, without cost to the student.</td>
</tr>
</tbody>
</table>
Eligibility Criteria #5: Pregnant or Parent

(5) is pregnant or is a parent;

Grade Level
Typically secondary

Data Source
Information from student, nurse, or Notice of Special Programs Form

eSchool Code
PREG

Timeline for Identification
Date of disclosure to school official

Start Date:
The Campus Counselor will change the At Risk Factor Code value for PREG to Yes using the date of disclosure.

An additional field is required that indicates when the student is receiving services. Campus personnel do not need to make adjustments to this field as it will be updated by district personnel.

End Date
Student remains at risk as long as the student is pregnant or is a care-taking or contributing parent.

If a student’s child is placed for adoption or is deceased the Campus Counselor will change the At Risk Factor Code value for PREG to Former and end the current year Overall At Risk status IF this was the only at risk criteria for the student.

Guidance
In addition to the mothers, male students who are parents should be coded at risk. The Texas Family Code, Title V, Subtitle A, Chapter 101 (a) and (b) defines a parent as “the mother, a man presumed to be the father, a man legally determined to be the father, a man who has been adjudicated to be the father by a court of competent jurisdiction, a man who has acknowledged his paternity under applicable law, or an adoptive mother or father...the term does not include a parent as to whom the parent-child relationship has been terminated...the term does include parents ordered to pay child or medical support.”
Eligibility Criteria #6: Placement in Alternative Education Program (AEP)

(6) has been placed in an alternative education program in accordance with TEC §37.006 during the preceding or current school year;

**Grade Level**
- K-12

**eSchool Code**
- AEP

**Guidance**
This section is for students who have a mandatory placement in DAEP under TEC §37.006.

This section is not for discretionary placements, nor for In-School Suspension (ISS).

**Timeline for Identification**
Students are identified at risk when mandatorily placed in DAEP under TEC §37.006.

**Start Date:**
Data Quality will change the At Risk Factor Code value for AEP to Yes using the first date of mandatory AEP placement.

**End Date**
During the summer, Data Quality will change the At Risk Factor Code value for AEP to Former and end the current year Overall At Risk status IF this was the only at risk criteria for the student AND the student was not mandatorily placed in DAEP during the preceding school year.
Eligibility Criteria #7: Expelled

(7) has been expelled in accordance with TEC §37.007 during the preceding or current school year;

Grade Level
K-12

Data Source
PEIMS summer submission, principal, Notice of Special Programs Form

eSchool Code
EXP

Timeline for Identification
First day of expulsion

Start Date:
Data Quality will change the At Risk Factor Code value for EXP to Yes using the date of expulsion.

End Date
During the summer, Data Quality will change the At Risk Factor Code value for EXP to Former and end the current year Overall At Risk status IF this was the only at risk criteria for the student AND the student was not expelled in the preceding school year.
Eligibility Criteria #8: Currently on Parole or Probation

(8) is currently on parole, probation, deferred prosecution, or other conditional release;

Grade Level
K-12

Data Source
Notice of Special Programs Form

NOTE: This is confidential information.

eSchool Code
PROB

Timeline for Identification
The student should be identified as At Risk on the date of disclosure to a school official.

Start Date:
The Campus Counselor will change the At Risk Factor Code value for PROB to Yes using the start date of parole, probation, deferred prosecution or other conditional release.

End Date
The Campus Counselor will change the At Risk Factor Code value for PROB to Former and end the current year Overall At Risk status IF this was the only at risk criteria for the student. Use the date cleared from obligation as the end date.
### Eligibility Criteria #9: Previously Reported Dropout

<table>
<thead>
<tr>
<th>Grade Level</th>
<th>7-12</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Data Source</strong></td>
<td>PEIMS submission / report</td>
</tr>
<tr>
<td><strong>eSchool Code</strong></td>
<td>DROP</td>
</tr>
</tbody>
</table>

**Guidance**

This criterion only includes those students who have been reported in PEIMS as a dropout, whether reported by Humble ISD or another school district.

**Timeline for Identification**

Student should be coded at risk as soon as the student is reported to PEIMS as a dropout or on the first date of enrollment in the school district, if the student dropped out of another school district.

**Start Date:**

Data Quality will change the At Risk Factor Code value for DROP to Yes using enrollment date after being reported in PEIMS as a dropout.

**End Date**

NONE. Student remains at risk for the remainder of his/her public school education.
Eligibility Criteria #10: LEP

(10) is a student of limited English proficiency, as defined by TEC §29.052;

Grade Level
PK-12

Data Source
Documentation of LEP placement

eSchool Code
LEP

Guidance
Student no longer meets at risk status for this criterion once the student has been exited from this program. The student is no longer at risk for this indicator when they begin the two-year monitoring phase.

NOTE: Even if parents waive services, the student is still LEP and should be coded at risk.

Timeline for Identification
Upon LEP identification and/or placement

Start Date:
Data Quality will change the At Risk Factor Code value for LEP to Yes using date eligibility is approved (or waived) by parents.

End Date
During summer, Data Quality will change the At Risk Factor Code value for LEP to Former and end the current year Overall At Risk status IF this was the only at risk criteria for the student. A student who is being monitored is no longer considered at risk.

SCE Note
SCE funds may not be used to fund the bilingual education program. Bilingual education is a state mandated program under TEC, §29.051 (e.g., ESOL, ESL teacher). SCE funds must supplement the regular education program for students identified as at risk of dropping out of school (e.g., ESOL Academic Support, Bilingual Interventionist). All students served with SCE, including those eligible for bilingual education, must meet statutory or local criteria for being at risk of dropping out of school.
Eligibility Criteria #11: Custody of Department of Family and Protective Services (DFPS)

(11) is in the custody or care of the Department of Protective and Regulatory Services or has, during the current school year, been referred to the department by a school official, officer of the juvenile court, or law enforcement official;

**Grade Level**
PK-12

**Data Source**
*Notice of Special Programs Form*, CPS school logs

**eSchool Code**
DFPS

**Guidance**
This is now called the Department of Family and Protective Services.  
*NOTE: This is confidential information.*

**Timeline for Identification**
As soon as informed of student placement

**Start Date:**
The Campus Counselor will change the At Risk Factor Code value for DFPS to Yes using the date the student was placed with DFPS or date of the referral of the student.

**End Date**
At the start of the school year, the Campus Counselor will change the At Risk Factor Code value for DFPS to Former and end the current year Overall At Risk status IF this was the only at risk criteria for the student AND the student is no longer in the custody or care of DFPS or the referral to the DFPS occurred in a prior school year.

**SCE Note**
Students who have been in the custody or care of, or have been referred to, the Department of Family and Protective Services (DFPS) during the current school year, regardless of the source of referral, are considered at risk. Students who have been referred to DFPS by the school, juvenile court, or law enforcement during the current school year are also considered at risk, regardless of whether that referral resulted in DFPS custody.
Eligibility Criteria #12: Homeless

Grade Level
PK-12

Data Source
Student Residency Questionnaire

eSchool Code
HOME

Guidance
Must have a copy of the current Student Residency Questionnaire as documentation. (Refer to: McKinney-Vento Homeless Assistance Act of 2001, Sec. 725.)

Timeline for Identification
As soon as notified of the student’s homelessness

Start Date:
Homeless Department personnel will change the At Risk Factor Code value for HOME to Yes using the date on the Student Residency Questionnaire.

End Date
During summer, Data Quality will change the At Risk Factor Code value for HOME to Former and end the current year Overall At Risk status IF this was the only at risk criteria for the student.

Guidance
Under 42 USC §11302, the terms “homeless”, “homeless individual”, and “homeless person”, including children and youths, means:

(1) an individual or family who lacks a fixed, regular, and adequate nighttime residence;

(2) an individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground;

(3) an individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including hotels and motels paid for by Federal, State, or local government programs for low-income individuals or by charitable organizations, congregate shelters, and transitional housing);

(4) an individual who resided in a shelter or place not meant for human habitation and who is exiting an institution where he or she temporarily resided;

(cont’d – next page)
Eligibility Criteria #12: Homeless (cont’d.)

(5) an individual or family who-
   (A) will imminently lose their housing, including housing they own, rent, or live in without paying rent, are sharing with others, and rooms in hotels or motels not paid for by Federal, State, or local government programs for low-income individuals or by charitable organizations, as evidenced by-
      (i) a court order resulting from an eviction action that notifies the individual or family that they must leave within 14 days;
      (ii) the individual or family having a primary nighttime residence that is a room in a hotel or motel and where they lack the resources necessary to reside there for more than 14 days; or
      (iii) credible evidence indicating that the owner or renter of the housing will not allow the individual or family to stay for more than 14 days, and any oral statement from an individual or family seeking homeless assistance that is found to be credible shall be considered credible evidence for purposes of this clause; (B) has no subsequent residence identified; and (C) lacks the resources or support networks needed to obtain other permanent housing; and

(6) unaccompanied youth and homeless families with children and youth defined as homeless under other Federal statutes who-
   (A) have experienced a long—term period without living independently in permanent housing,
   (B) have experienced persistent instability as measured by frequent moves over such period, and
   (C) can be expected to continue in such status for an extended period of time because of chronic disabilities, chronic physical health or mental health conditions, substance addiction, histories of domestic violence or childhood abuse, the presence of a child or youth with a disability, or multiple barriers to employment.

(b) Domestic violence and other dangerous or life—threatening conditions Notwithstanding any other provision of this section, the Secretary shall consider to be homeless any individual or family who is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions in the individual's or family's current housing situation, including where the health and safety of children are jeopardized, and who have no other residence and lack the resources or support networks to obtain other permanent housing.

• Regardless of age, all students – including preschool students – who meet the statutory definition of homeless are considered homeless.

• Students whose parents will not permit them to live at home are considered homeless.

• Students who have run away from home, even if their parents are willing to have them return home, are considered homeless.

• Living with grandparents or other relatives does not in itself constitute being homeless.

• “Unaccompanied Youth” are considered homeless only when they meet the definition of homeless. Not being in the physical custody of a parent or guardian does not in itself meet the definition of homeless.
Eligibility Criteria #13: Residential Facility

(13) resided in the preceding school year or resides in the current school year in a residential placement facility in the district, including a detention facility, substance abuse treatment facility, emergency shelter, psychiatric hospital, halfway house, or foster group home;

Grade Level
PK-12

Data Source
Notice of Special Programs Form, facility report

eSchool Code
SHELT

Note
This does not include disabled students who reside in a residential placement facility.

Timeline for Identification
As soon as informed of student placement

Start Date:
The Campus Counselor will change the At Risk Factor Code value for SHELT to Yes using the date of enrollment in residential facility.

End Date
At the start of the school year, the Campus Counselor will change the At Risk Factor Code value for SHELT to Former and end the current year Overall At Risk status IF this was the only at risk criteria for the student AND the student has not resided in a residential placement facility in the preceding or current school year.

SCE Note
Per 2019 FASRG Module 6, State Comp Ed, a residential facility includes a facility that provides 24-hour custody or care of students who reside in the facility. In addition to the specific facilities listed in the statute, residential facilities include facilities that provide detention, treatment, foster care, or any other non-educational purpose. Traditional foster homes licensed by the Texas Department of Family and Protective Services as Foster Family Homes (Independent) are not considered residential facilities (see criterion #11).

A student has “resided” in a residential facility when he/she has had one or more overnight stay at a qualifying facility. Appropriate documentation for this criterion includes a hardcopy or official electronic report or communication from a facility or documentation from a facility treatment provider or administrator on letterhead that states the admission and release dates of the student. Regardless of where the residential placement occurred, the student’s at-risk status is valid through the second school year after the date of release from the facility. When a student leaves a district for placement in a residential facility in another district, then the student is considered at risk in the receiving district.
Eligibility Criteria #14: Incarceration of Student or Parent/Guardian

(14) has been incarcerated or has a parent or guardian who has been incarcerated, within the lifetime of the student, in a penal institution as defined by Section 1.07, Penal Code

Grade Level
PK-12

Data Source
*Notice of Special Programs Form*

eSchool Code
INCAR

Guidance
Penal Code, Section 1.07 defines a "Penal institution" as a place designated by law for confinement of persons arrested for, charged with, or convicted of an offense.

Timeline for Identification
As soon as informed of (1) a student’s incarceration in a penal institution, or (2) the incarceration of a student’s parent or guardian in a penal institution in the student’s lifetime

Start Date:
Campus Counselor will change the At Risk Factor Code value for INCAR to Yes using the date of disclosure or the date of incarceration (if within the current school year).

End Date
NONE. Student remains at risk for the remainder of his/her public school education.
Navigate to the At Risk Detail Screen

1. Select student in eSchool by using the Quick Search bar
2. Go to the Interventions > All > Student > At Risk Detail screen

At Risk Detail screen
Enter/Update At Risk Data

The At Risk Detail Screen shows the student's At Risk status (Yes/No), and the At Risk Factor Codes that explain why the student is At Risk.

Change At Risk status for a student

A. Change the student's At Risk status to "Yes":

STEP 1: On the Overall At Risk panel, click on the student's status ("No")

STEP 2: In the pop-up menu, check the Value checkbox, and enter the appropriate Start Date

STEP 3: Press the Save button

STEP 4: Update the appropriate At Risk Factor Code. At least one At Risk Factor Code must be set to Yes. See Update At Risk Factor Code(s) on the following page.

B. Change the student's At Risk status to "No":

STEP 1: On the Overall At Risk panel, click on the student's status ("Yes")

STEP 2: In the pop-up menu, enter the appropriate End Date. Do not uncheck the Value checkbox.

STEP 3: Press the Save button

STEP 4: Update the appropriate At Risk Factor Code(s). All At Risk Factor Codes must show No or Former. See Update At Risk Factor Code(s) on the following page.
Update At Risk Factor Code(s)

**At Risk Factor Codes** describe the reasons why a student has an **Overall At Risk status** of **Yes**. If a student has an **Overall At Risk status** of **Yes**, at least one **At Risk Factor Code** must be set to **Yes**.

**STEP 1:** Choose an At Risk Factor Code panel

**STEP 2:** Change to appropriate value in the **drop down List**

![Dropdown List](image)

**STEP 3:** Repeat this process for any additional **At Risk Factor Code(s)**

**STEP 4:** Press the **SAVE** button at the top of the screen

**If the student already has an Overall At Risk status of "Yes", and:**
- you are setting ALL factor codes to **No** or **Former** - be sure to change the student's **Overall At Risk status** to **No**
- you are making changes to the At Risk Factor Codes, **but at least one code** will still be marked as **Yes** - do not make any change to the student's **Overall At Risk status**

**If the student already has an Overall At Risk status of "No", and**
- you are setting any At Risk Factor Codes to **Yes**, be sure to change the **Overall At Risk status** to **Yes**
At Risk Summary

The At Risk Summary page shows a quick glimpse of each student’s Overall At Risk status and the relevant At Risk Factor Codes.

1. Select student in eSchool by using the Quick Search bar
2. Go to Interventions > All > Office > At Risk Summary
3. The At Risk Summary screen will appear with student information at the top of the page
4. View the student’s At Risk information.

At Risk Cognos Report

1. Go to My eSchoolPLUS > All > Reporting > Cognos or type cognos in the Quick Search
2. Click Team Content and choose Counselor Reports
3. Select the At-Risk Matrix report
4. Enter the query criteria (Building, Grade, Counselor, Student ID)
5. Enter the sort criteria (Last Name, First Name, Counselor, Grade)
6. Click the Finish button
At Risk Search Functions

To get to a search screen, click on the Magnifying Glass in the Quick Search bar at the top of the page

Use the following Advanced Search functions:

To find students in your building who are currently At Risk:

Line 1 Area: Personal  
Field Name: At Risk  
Condition: =  
Value: Yes

Line 2 Area: Demographic  
Field Name: Current Status  
Condition: =  
Value: Active

Line 2 Area: Demographic  
Field Name: Building  
Condition: =  
Value: (your building)

press the Load Records button for results

To find students with a specific At Risk Factor Code:

Line 1 Area: Demographic  
Field Name: Current Status  
Condition: =  
Value: Active

Line 2 Area: Student At Risk  
Field Name: Factor Code  
Condition: =  
Value: RET

Line 3 Area: Student At Risk  
Field Name: Factor Status  
Condition: =  
Value: Active

press the Load Records button for results
FOR COUNSELOR USE

Humble ISD Notice of Special Programs

Date Enrolled: ____/____/____

Student __________________________   Grade __________________________
Date of Birth __________________________   I.D. __________________________

I. Student meets the Texas qualifications for At Risk identification in the following areas:

   ___ Failed Readiness Test PreK, K, 1, 2, 3 only)
   ___ Retained one or more years
   ___ 2 or more F’s in Foundation Curriculum (Grades 7-12 only) after each report card cycle
   ___ Failed STAAR  M  Sci  ELA  SS
   ___ Pregnant/Parent
   ___ Placed in AEP with state mandatory placement (TEC §37.006) preceding/current year
   ___ Expelled preceding/current year
   ___ Parole, probation, deferred prosecution
   ___ Previously reported to PEIMS as dropout
   ___ LEP
   ___ Custody/care of CPS; referred to CPS during current year
   ___ Homeless
   ___ Residence in an emergency shelter, detention facility, psychiatric hospital, substance abuse treatment facility during preceding/current year
   ___ Student has been incarcerated or has a parent or guardian who has been incarcerated in the lifetime of the student, in a penal institution (as defined by Section 1.07 Penal code)

II. Student was enrolled in the following programs at prior campus:

   ___ Section 504
   ___ Special Education
   ___ GT
   ___ ESL
   ___ Athletics/Choir/Drama/Band/Drill Team/Cheer
   ___ AVID
   ___ Advanced Academic Classes
   ___ RTI

III. Special Notes/Requests:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________