admin, calpads, state reporting, fall 2, video, webinar wednesday

# **CALPADS: Fall 2 Submission**

#### calpads-fall2-20200212.mp4

Fall 2 is a CALPADS submission that includes data to be used by the CDE to create reports on **student** course enrollments, staff assignments, and English Learner (EL) services.



Fall 2 data certified is as-of Census Day. For the **2016/2017** school year, Census Day was **10/5/2016** 

## **Outline of Fall 2**

- Prepare Fall 2-related data in the SIS by using the provided compliance report (Reports > State/Federal > CALPADS > Fall 2 Compliance)
- 2. Download Fall 2 data extracts from Fall 2 area of SIS (Reports > State/Federal > CALPADS > Fall 2)
- 3. Upload Fall 2 data from SIS to CALPADS.
- 4. Verify Fall 2 data in CALPADS using certification reports.
- 5. Resolve any anomalies and/or certification errors in CALPADS
- 6. Review all certification reports to verify data is correct
- 7. Certify Level 1
- 8. Share certification reports with key staff for review to ensure accurate reporting.
- 9. Certify Level 2
- 10. Let your Account Manager at School Pathways know you are certified.

## Fall 2 Compliance Report

The Fall 2 Compliance Report is used to verify data **before** submitting files to CALPADS.

Admin Reports	Lea	rning Centers Teachers	Portal Help
Create-A-Report		CAL Grant	School Directory
Finder		✓ CALPADS	
Attendance	•	CALPADS	CALPADS Status Link
Crossed Records	•	Data Reconciliation	EOY
Enrollment	•	EOY Compliance	Fall 1
Export	•	Fall 1 Compliance	Fall 2
External Bridging		Fall 2 Compliance	Ongoing SSID Update

There are **four** tabs included in this report which show different areas which will be reported to CALPADS.

Admin	Reports	Le	arning Cente	rs	Teact	hers	Portal	Help								
Home SS	ID Enrollment	Ongoin	g Updates	Fall 1	Fall 2	EOY	Data Reconci	lation	Special E	dracts						
Staff Cou	rse Class/Se	ction	Student													
CALPADS I	Extracts - Fa	all 2 S	ubmissio	n												
CALPADS I	Extracts - Fa	all 2 S	ubmissio	n												
CALPADS I	Extracts - Fa	all 2 S	ubmissio	n												
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Fall 2 Co	ompliand	e Re	PORT			Race Cat		spanic li N	ndicator	ducation	Level En	nploymen Othe		is Emp	loymen 20151;	
Fall 2 Co	omplianc	ce Re	PORT	date Ge 1010			e				Level En		łr	is Emp		207

### Staff Tab

Any field in **RED** indicates either missing data or data that has been flagged as invalid. Click on the staff name in the leftmost column to navigate to the problem field to adjust the entry.

CALPADS Extract	s - Fall 2 S	ubmission		Ň							
Fall 2 Compli	iance Re	port		\						Filter	Show All   Updat
Staff (60)	SEID	Name Dirthdate	Gender	Race Category	Hispanic Indicato	Education Level	Employment Status	s Employment Record	Service Years LEA	Service Years Total	Job Class
Joe Adale	2	19691010	м	White	N		Other	20151207		8	Pupil services
Taryn Ashton	12	20150520	F	White	\ □	EI.	Temporary	20140701	3	6	Teacher
Thomas Atkins	9656787543	19880923	м	Vietnamese	N N	Baccalaure	Other	20140929	4	31	Non-certificated Administrati
Alexandria Barbato		19940405	F	White		Baccalaure	Other	20160210	1	1	Teacher
Danice Boyd	2100102301	19600323		White	N	Master	Other	20090901	15	7	Teacher
Kathleen Brenneman	9384938666	19611231		White	N	Fifth Year	Tenured	20090601	6	16	Teacher
Elizabeth Brown	6545578909	19500923	P	White	Y	Master	Other	20130701	7	13	Teacher
Christopher Callahan	8300274891		м	White	Ν	B	Tenured	20100514	6	6	Teacher
Cindy Carender	1223849046	19701104	F	White	N	Fifth Year	Other	20110608	6	5	Teacher

Once the Staff Tab has been cleared of all red fields, advance to the next tab.

### Course Tab

The **Course** tab reflects all active courses from your course catalog along with required data fields.

Adjust any **RED** fields by clicking on the title of the course and inputting or adjusting needed data.

CALPADS Extracts - Fall 2 S	ubmission	/											
Fall 2 Compliance R	eport,	-									Filter:	Show All	• Upd
Course (110)	State Code	Local Code	NCLB Core	Non-Std Course Level	UCIA- G	Independent Study	Distance Learning	Instruct. Strategy	EL Service	Language of Instruction	Career Tech	Course Content	Fund
Algebra 1A 🛛 🖌	2403	152403-1	S		N	Y	N		None		N		
Biology A	2603	152603-1	8		N	Y	N		None		N		
Comprehensive English A	2101	2101	N		N	N	N		None		N		
Earth Science A	2618	2618-1	8		N	N	N		None		N		
English 9A	2130	192130-1	8		N	Y	Y		None		N		
Physical Education 3A	2515	192515-1	8		N	Y	N		None		N		
Technology 1A	2450	182450-1	8		N	Y	N		None		Y	D	
Astronomy A	2600	2600-1	s		N	N	N		None		N		
anguage Arts	1001	E-IS1001-1	E		N	Y	N		None		N	1	

If you see a flag in the **Fund Source** column, this indicates that you have selected an invalid combination of state course code and course fund provider code. Review these fields in your catalog to make sure they are set correctly.

Once the Course Tab has been cleared of all red fields, advance to the next tab.

### **Class/Section Tab**

The **Class/Section** tab shows all classes taken by students who were enrolled on Census Day. This page indicates the source (ReportWriter/Learning Center), Section Number, Term (Semester 1), Instructor, and which course code the class is linked to.

Class	Source	Section	Term	Instructor	Multiple Teacher	Enrolled	Matched Course Name	Matched Course Code
Ngebra 1A	PLS	ABAR3B71P	S1	Barbato, A.	No	1	Algebra 1A	IS2403-1
echnology 1A	LC	2	S1	, J.	No	1	Technology 1A	2450-1
Vgebra Review	LC	1	2	F ni, C.	No	1	Algebra Review	2402-R1
eyboarding 2	RW	2	S1	Rodriguez, M.	No	1	2	2
If the Section	n numbe	er field is F	RED	make the	adjustment	in the Lea	arning Center class FDI	Tipage
If a class see	tion has	s a <b>RED ?</b> u	unde	r the "Ma	tched Cours	e Name" (	column this indicates t an RW class) or within	hat the class
If a class see	tion has	s a <b>RED ?</b> u	unde	r the "Ma	tched Cours	e Name" (	column this indicates t	hat the class

Once the Class/Section tab has been cleared of all red fields, advance to the next tab.

#### Student Tab

The **Student Tab** shows all students who will be reported along with their class count. If you see a student with **Class Count** marked as a **RED 0**, this means the student was enrolled on Census Day, but the SIS is showing **0** classes for the student.

Fall 2 Compli	iance	Report					
Student (265)	Local ID	State ID	Birthdate	Gender	Gradelevel	Class Count	Classes
Abercrombie, Carly	78924		20070215	F		0	
Abney, John	78698	1014164548	20070220	М	4	5	
Abney, Kristen	78673	8947982374	20060228	F		0	
Abney, Tamara	78567	3338889996	20060214	F		0	
Acosta, Teagan	78774		20000830	М	7	4	
Akuni, Christian	78485	4448881112	20021023	М	8	5	
Alcala, Jessica	78568	2223334441	20060212	F		0	
Atkins, Jordan	78888		20020327	М	9	6	2
Atkins, Samantha	78899		20020212	F	9	6	?

Once all fields on All Four tabs are green, you are ready to start loading Fall 2 files into CALPADS

### Fall 2 Extract Files

Navigate to the Fall 2 Home page (**Reports > State/Federal > CALPADS > Fall 2**) Here, you can download the SDEM, SASS, CRSE, and SCSE extracts and upload them to CALPADS using the training and manuals provided by the CDE.

	Reports	Learning Centers	Teachers	Portal	Help					Тур		page find
Home	SSID Enrollment	Ongoing Updates Fall 1	Fel 2 LO	Y Data Reconciliate	en Speci	al Désets						
CALPAD	)S Extracts - ]	Fall 2 Submission					``					
status							Help					
he last C	BEDS Census/Int	to day was October 7, 2015 ar	d the current CB	BEDS day is October 5	5.2016			all 2 Somission? I can I use to check and verify Fa	a 2 data2			
olumn for	Compliance Repo							~				
O <sub>View (</sub>		25 T1	tere are 210 stu		tract that are	missing SSIDs, down	ioad an SSID request for those					
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	ract	Exits since last CBEDS	here are 210 stud	Enrollment	05		1	Interdistrict	7		wnioad	
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Coll 2 Ext all 2 Ext Exits since las	t CBEDS 45 ies	Exits since last CBEDS (unduplicated count) 45 New Entries since last CBE		Enrollment as of current CBED 266 (1 non-prin Title I Part C Migran	os mary)	Dropouts 3	Graduates 34	Interdistrict Transfers 0 Socio-Economicality	LI SCEM	Dor		
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