Level 2 Report Explanation:
Where Kids Count Summary Report

The purpose of this summary report explanation is to assist EMIS Coordinators in reviewing the Where Kids Count Report at the grade level.

May 13, 2019
REVISION HISTORY

The revisions to this document are listed in the table below.

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>5/9/19</td>
<td>Initial Version</td>
</tr>
</tbody>
</table>

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**FUNCTION AND PURPOSE**
Every traditional district, JVSD, ESC, community school, and STEM school that receives a Where Kids Count Report will also receive a Where Kids Count Summary Report, which is a Level 2 report that can be found in the Data Collector.

The Where Kids Count Summary Report can be used by districts at the building and grade levels to find anomalies in reporting the Majority of Attendance (MOA) IRN across time. This report should be used in concert with the Where Kids Count Report and may therefore be useful to district administrators as well as the district EMIS coordinator.

If this report explanation—in concert with the EMIS Manual—does not answer your questions or help you to resolve your issues with the Where Kids Count Summary Report, then the normal path to getting help with EMIS reporting should be followed. The first point of contact should be the EMIS coordinator, followed by the Information Technology Center, then the EMIS Helpdesk, and finally ODE EMIS directly.

**PROCESS DESCRIPTION**
Each row on the Where Kids Count Summary Report represents a MOA IRN, grade level, and counts of students reported at said MOA IRN and grade level. The criteria for the Where Kids Count Report are derived from the Student Standing (FS), Student Attributes – Effective Date (FD), and Student Attributes – No Date (FN) Records.

**REPORT**

**Collections and Records**
In general, this report will include the most recently reported data. The records used include the Student Standing (FS), Student Attributes–Effective Date (FD), and Student Attribute – No Date (FN) Records. From these, the elements in Table 1 are used.

<table>
<thead>
<tr>
<th>Element Name</th>
<th>Record Field #</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Equivalent Grade Level</td>
<td>FD090</td>
</tr>
<tr>
<td>Majority of Attendance IRN</td>
<td>FN220</td>
</tr>
</tbody>
</table>

**Layout and Fields**
The Where Kids Count Summary Report is a Level 2 Report in the Data Collector. The report name is *(WKCD-002) Where Kids Count Summary*. As with other Level 2 reports, it is possible to view the entire report or portions of the report by Severity Code.
Given the number of fields appearing on this report, a complete picture is not provided in this report explanation. Only the first columns appear in the table below; however, all fields are listed out below the table, with explanations or definitions provided as warranted.

<table>
<thead>
<tr>
<th>RPTING LEA IRN</th>
<th>SEVERITY CODE</th>
<th>STATE EQUIV GRADE LEVEL CODE</th>
<th>MAJORITY OF ATTND IRN</th>
<th>ORG NAME</th>
<th>PY STUDENT COUNTS</th>
<th>PY OVRL STUDENT COUNTS</th>
<th>PY PERCENT OF TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>123456</td>
<td>C</td>
<td>01</td>
<td>234567</td>
<td>Hogwarts Elementary</td>
<td>46</td>
<td>101</td>
<td>45.56</td>
</tr>
</tbody>
</table>

**RPTING LEA IRN (Local Education Agency IRN).** The IRN of the district that is educating the student.

**SEVERITY CODE.** Every row on the Where Kids Count Summary Report will be assigned a Severity Code. The codes and their descriptions are as follows.

<table>
<thead>
<tr>
<th>Severity</th>
<th>Description</th>
<th>Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>C</td>
<td>Critical</td>
<td>PERC CHANGE &lt; -19.99 or &gt; 19.99</td>
</tr>
<tr>
<td>W</td>
<td>Warning</td>
<td>PERC CHANGE Between -19.99 and -7.51 or Between 7.51 and 19.99</td>
</tr>
<tr>
<td>I</td>
<td>Informational</td>
<td>PERC CHANGE Between -7.5 and 7.5</td>
</tr>
</tbody>
</table>

**STATE EQUIV GRADE LEVEL CODE (State Equivalent Grade Level Code).** The State Equivalent Grade Level as reported in the Student Attributes – Effective Date (FD) Record (see Section 2.5 of the EMIS Manual).

**MAJORITY OF ATTND IRN (Majority of Attendance IRN).** The MOA IRN as reported in the Student Attributes – No Date (FN) Record (see Section 2.6 of the EMIS Manual) for the current year. Note that there may be rows reported at the state level, represented by ****** in this field, as well as rows at the district level, represented by the District IRN in this field.

**ORG NAME (Organization Name).** Represents the name of the entity from OEDS-R. For rows with the MOA IRN reported as the district’s IRN, the name will appear as DISTRICT_LEVEL. Likewise for the MOA IRN reported as ‘******’, the name will appear as STATE_LEVEL.

**PY STUDENT COUNTS (Prior Year Student Counts).** Represents the count of students during the Prior End of Year Student Collection at the MOA IRN and Grade Level.

**PY OVRL STUDENT COUNTS (Prior Year Overall Student Counts).** Represents the total count of students during the Prior End of Year Student Collection at the Grade Level for all buildings within the district.

**PY PERCENT OF TOTAL (Prior Year Percent of Total).** Represents the PY STUDENT COUNTS divided by the PY OVRL STUDENT COUNTS to obtain the percent of students at the MOA IRN and grade level during the Prior End of Year Student Collection.
CY STUDENT COUNTS (Current Year Student Counts). Represents the count of students during the current Student Collection at the MOA IRN and Grade Level.

CY OVRL STUDENT COUNTS (Current Year Overall Student Counts). Represents the total count of students during the current Student Collection at the Grade Level for all buildings within the district.

CY PERCENT OF TOTAL (Current Percent of Total). Represents the CY STUDENT COUNTS divided by the PY OVRL STUDENT COUNTS to obtain the percent of students at the MOA IRN and grade level during the current Student Collection.

PERC CHANGE (Percent Change). Represents the CY PERCENT OF TOTAL minus the PY PERCENT OF TOTAL to get the absolute change across the two years. Refer to the Severity Code for the criteria for amount of change across time breakdowns.

<table>
<thead>
<tr>
<th>CY STUDENT COUNTS</th>
<th>CY OVRL STUDENT COUNTS</th>
<th>CY PERCENT OF TOTAL</th>
<th>PERC CHANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>19</td>
<td>147</td>
<td>12.92</td>
<td>12.92</td>
</tr>
</tbody>
</table>