SIS Reports

Report Group
All
MFP Membership Reports
LEADS Reports
LEADS/CVR Reports
Graduates/Dropout Corrections/EOY
Special Reports
FNS and Direct Cert Reports
End of Year Reports
Year-Round Reports
Audit Reports
Address Record Reports
504 Record Reports
Homeless Reports
Cohort Reports
Scholarship Reports
1

Page 2

ID	Report Name
SISR26	Enrollment Data Verification Site Level Report
SISR27	Enrollment Data Verification LEA Level Report
SISR31	Discipline Data Verification Site Level Report
SISR32	Discipline Data Verification LEA Level Report
SISR36	LEP Roster Report
SISR37	Homeless Roster Report
SISR38	Homeless Summary Report
SISR39	Truancy Count Roster
SISR40	Truancy Summary Count
SISR41	Students Without Class Schedule Roster
SISR43	Not Flagged as Free Lunch Roster
SISR44	Not Flagged as Free Lunch LEA Summary Count
SISR46	Grade Level Does Not Match SPED Indicator Roster
SISR47	Grade Level Does Not Match SPED Indicator LEA Summary Count
SISR49	Where Students Were Routed From Roster
SISR50	Where Students Were Routed to Roster
1 2 3 4	

Page 1

ID	Report Name
SISR01	Membership Count Report
SISR03	Membership Roster Report
SISR04	Enrollment Count Report
SISR06	Enrollment Roster Report
SISR07	Free/Reduced Lunch Enrollment Count
SISR09	Multiple Enrollment Report
SISR11	At Risk Count Report
SISR13	Free/Reduced Lunch Count Report
SISR15	Same Id Report
SISR17	Duplicate Students Report
SISR19	Option Code Roster Report
SISR20	LEADS Class Detail Report
SISR21	LEADS Class Summary Report
SISR22	Aggregate Dropout Cleanup Roster
SISR24	Potential Dropout Roster Report
SISR25	Graduate Roster Report
1 2 3 4	

Page 3

ID	Report Name
SISR51	PreK Funding LA4 Roster
SISR52	Data Integrity By Site
SISR53	Data Integrity By Class
SISR56	Grade Level Does Not Match SPED Ind Roster LIVE
SISR57	Grade Level Does Not Match SPED Ind LEA Sum LIVE
SISR58	FNS Direct Certification Match
SISR59	FNS Direct Certification Verification
SISR65	Student Address Roster Report
SISR66	MFP School District Summary Count Report
SISR67	Where MFP Funding Will Be Routed From Roster
SISR68	Where MFP Funding Will Be Routed To Roster
SISR70	504 Student Roster
SISR71	504 Student Summary Count Report
SISR72	504 Compliance Report
SISR73	504 Evaluation Management Roster
SISR74	504 Status In Previous Enrollment Roster
1 2 3 4	

Page 4

ID	Report Name
SISR75	Free/Reduced Lunch Membership Roster
SISR76	Free/Reduced Lunch Enrollment Roster
SISR77	Students Under Scholarship Report
1 2 3 4	

SIS Reports

SISR01 Membership Count Report
• Count of students who are not in grade 24 (PK) and not 22 years old the first day of school

SISR03 Membership Roster Report
• Roster of students included in Membership Count Report

SISR04 Enrollment Count Report
• Count of all students, including grade 24 (PK) and students 22 years old or greater

SISR06 Enrollment Roster Report
• Roster of students included in Enrollment Count Report

SISR07 Free/Reduced Lunch Enrollment Count
• Count of students who are Free-Lunch Eligible or Reduced-Lunch Eligible

SISR09 Multiple Enrollment Report
• This report simply shows that 2 districts have overlapping dates of enrollment. A student cannot be in 2 places on one date.
• Helps to cleanup warning, "Student enrolled in another LEA"
• When "as of date" is set to blank, the report shows when the same student appears to be enrolled at two locations simultaneously

SISR11 At Risk Count Report
• Count of students who are Free-Lunch Eligible, Reduced-Lunch Eligible or LEP (Limited English Proficient).

SISR13 Free/Reduced Lunch Count Report
• Count of students who are Free-Lunch Eligible or Reduced-Lunch Eligible and who are not in grade 24 (PK) or not 22 years old the first day of school

SISR15 Same ID Report
• This report shows students with identical SSNs/State IDs but different demographics

SISR17 Duplicate Students Report
• This report shows students with identical demographics but differing SSNs/ State IDs – same first name, last name and date of birth.

SISR19 Option Code Roster Report
• Roster report of students enrolled as in Option 1- 4_{th}/8_{th} Fail LEAP 21, Option 3 – Pre-GED Skills Option, Option 4 – Career Diploma Path, Option 5 - Student Enrolled in Non-Diploma Bound School or Program (not in Options Program), Option 6 – Student Enrolled in Connections Process, Option 7 - Student Pursuing State-approved Skills Certificate after participation in Connections Process and/or Option 8 – Student Pursuing GED after participation in Connections Process.

SISR36 LEP Roster Report
• Roster report of students that have a language background other than English, and the student's proficiency in English is limited.

SISR37&SISR38 Homeless Roster/Summary Reports
• Request for BOY to include only students who were actively enrolled during the school year
• Request with an "as of date" such as 10/01/2013 for students who were actively enrolled on that particular date
• Request for EOY to include only students who were actively enrolled at the end of the school year
• Request with blank to include all homeless students that were enrolled at any time in the year

SISR43 &SISR44 Not Flagged as Free Lunch Roster/LEA Summary Count
• Shows students that are flagged as direct cert and/or homeless, but not flagged as free lunch eligible in SIS
• Shows students that are flagged as reduced lunch in SIS but should be flagged as free lunch eligible according to direct cert or homeless code

SISR46 & SISR47 Grade Level Does Not Match SPED Indicator Roster & LEA Sum Cnt
• This report shows discrepancies between the two systems, SIS and SER
• To be considered active in SPED, the student must meet the conditions on the as-of date:
      • No SPED Exit Record
      • Have a current IEP (Do not include Interim IEPs)
      • Must be Receiving Services
• If students do not have the SPED indicator, you should put them in SIS as grade 24 and when they meet the conditions, then you can do a grade reassignment entry in SIS as of the date they officially become SPED
• Students should be active in SPED (SER) if submitted in grade 15 or 20 on SIS
• Students should **not** be active in SPED (SER) if submitted in grade 24 on SIS

SISR56 & SISR57 Grade Level Does Not Match SPED Ind Roster & LEA Sum Reports
• LIVE versions of SISR46 and SISR47

SISR58 FNS Direct Certification Match
• The fields **First Name, State ID, and DOB must match** for a student to be considered Direct Certified to be eligible for Free lunch and to be flagged in SIS
• Compare this list to your current enrollment to uncover any students that would qualify for direct cert but that match on only one or two elements instead of **all 3**
• When we open for processing, we will use the SIS data for Not flagged as Free Lunch and updated Direct Cert Match reports.

(SISR59) The **Verification Report** that you generate only pulls Supplemental Nutrition Assistance recipients (table-driven by parish code) for your district. On the other hand, the Direct Cert Match Report is matching against the Supplemental Nutrition Assistance Program File for the entire state.

Year-Round Reports
SISR26/SISR27 Enrollment Data Verification Site Level and LEA Level Reports
• Reports that include by site/LEA, Enrollment by grade at BOY, 10/1, 2/1 and EOY; Net Gains and Losses; Cumulative Enrollment; Aggregate Days of Enrollment, Absence and Attendance; Average Daily

Enrollment and Attendance; Dropouts (all grades); NCES Dropouts (grades 7-12); Graduates; Items at bottom that are marked with an "**X**" need to be reviewed for accuracy

SISR31/SISR32 Discipline Data Verification Site Level and LEA Level Reports
• Reports that include by site/LEA, the number of students who have had suspensions by grade, Out-of-School and In-School (includes Alternate Site); the number of students who have had expulsions by grade, Out-of-School and In-School (include Alternate Site); Items at bottom that are marked with an "**X**" need to be reviewed for accuracy

SISR39/SISR40 Truancy Count Roster/Truancy Summary Count
• These reports show roster/count of students flagged as truant along with a truancy rate

LEADS Reports
SISR20 LEADS Class Detail Report
• Report that lists the details of every class by site including Class data, Course data, Teacher data and student lists, counts by grade

SISR21 LEADS Class Summary Report
• Summary version of data listed on the SISR20 LEADS Class Detail Report

SISR41 Students Without Class Schedule Roster
• Shows any students enrolled as of 10/1 who do not have any class schedules
• All students in grades PK – 12 and enrolled on 10/1/XXXX must have at least one class schedule record

SISR52 Data Integrity by Site
• Cross-check between the Sponsor Site, School Calendar, SIS, PEP, and CUR databases

SISR53 Data Integrity by Class
Shows CUR records (classes) that are:
• Missing an Instructor, but has students on SIS
• Missing Students, but has an instructor on PEP
• Orphaned (missing both)
• All CUR records (classes) should be linked to an instructor
• All CUR records (classes) should be linked to students unless course's "zero student count flag" is set to yes

Note: Remember, any core class with students enrolled and without an instructor will lower your HQ percentage for any impacted school and your district.

EOY Reports
(See Oct and Feb MFP Reports for definitions)
SISR01 Membership Count Report
SISR03 Membership Roster Report
SISR04 Enrollment Count Report
SISR06 Enrollment Roster Report
SISR07 Free/Reduced Lunch Enrollment Count
SISR11 At Risk Count Report
SISR13 Free/Reduced Lunch Count Report

SISR19 Option Code Roster Report
SISR36 LEP Roster Report
SISR37 Homeless Roster Report
SISR38 Homeless Summary Report
SISR58 FNS Direct Certification Match
• We take our EOY SIS data and match it to the Supplemental Nutrition Assistance Program Master File as of 06/30/XXXX for Food Supervisors to use in the next school year for preliminary free lunch eligibility
• Request the Direct Cert Match Report/File (SISR58/SISF03) for documentation/ upload into your local Food Service Software System

EOY/Graduate/Dropout Correction Reports
SISR22 Aggregate Dropout Cleanup Roster
• Performs 3 matching tests to locate students (Student ID, First + Last + DOB, Matching Student ID)
• Can be used to spot check for differing IDs for the same student
• May be generated for all grade levels; however, the only grades pertaining to dropouts are 7 – 12
• Finds student enrollment records for the 3 years relevant to a dropout record (previous, current and future)
• Dropouts should be corrected year-round

SISR24 Potential Dropout Roster Report
SISR25 Preliminary Graduate Roster Report
Special Reports
SISR49 Where Students Were Routed From Roster
• Roster report of routed students grouped by Home Base Site Code for each LEA
• *Routed Students and Where Students Routed From*
• Use by schools that receive Routed students

SISR50 Where Students Were Routed To Roster
• SISR50 Roster report of routed students grouped by site code for each LEA
• *Routed Students and Where Students Routed To*
• Used by schools that route students

SISR51 PreK Funding LA4 Roster
• Shows students flagged with LA 4 (09) Pre-K Funding source code (Grades 20, 24)
• Not a report everyone needs, but is available if you do need it

504 Record Reports
SISR70 504 Student Roster
• Roster report of 504 students grouped by site code for each LEA and sorted by last name.
• This report is not static and names may be added or deleted each day you run the report

SISR71 504 Student Summary Count Report
• Shows a list of counts by Disability Category Code (horizontal) and by Grade (vertically)
• The "by disability category" totals are a true total of the numbers represented on this report, whereas the "by grade" totals represent students totals. For example, if you see one count of 03 ADHD and one count 04 Academic/Learning under the Grade K column, but the total at the bottom is 1, this means that one student in kindergarten had those two Disability Category Codes.
• This report is not static and numbers may be added or deleted each day you run the report

SISR72 504 Compliance Report
• Shows a list of 504 students whose last IAP Review date is over a year old according to the last IAP Review date submitted to SIS
• This report is not static and new names may be added each day you run the report according to their last IAP Review date.
• Grouped by Site Code and sorted by Last Name
SIS User Guide Last Revised 6/27/2012 238
SISR73 504 Evaluation Management Roster
• Shows a list of 504 students whose next IAP Review is coming due (based on a 1-year review increment) per the last IAP Review date submitted to SIS.
• Also, shows 504 students whose next 504 Evaluation Date is coming due (based on a 3-year review increment) per the last 504 Evaluation date submitted to SIS
• This report is not static and names may be added or deleted each day you run the report
• Grouped by Site Code and sorted by Last Name

SISR74 504 Status in Previous Enrollment Roster
• Shows a list of 504 students whose previous enrollment had a 504 record
• Also, shows which students were previously enrolled with a 504 record, but are currently enrolled with no 504 record
• This report is not static and names may be added or deleted each day you run the report
• Grouped by Site Code and sorted by Last Name

Address Record Reports
SISR65 Student Address Roster Report
• Roster of students by Site and by Grade level showing the Physical Address and Residing Parish Code
• Elements include: Student Name, State ID, Birth Date, Enroll Date, Exit Date, Physical Street Address, City, State, Zip Code and (Residing) Parish Code

SISR66 MFP School District Summary Count Report
• Count of students by grade and by Residing parish code attending districts and schools required to provide addresses for their students
• Elements include the (Residing) School District Code/Name, Count of students by grade, total by grade for each School District, and a total of each grade

SISR67 Where the MFP Funding will be routed From Roster
• Alphabetical Roster by LEA and by site showing the students and the residing parish code from which MFP funding will be routed
• Sorted alphabetically for the whole LEA
• Elements include the Student Name, State ID, Birth Date, Sex, Race, Entry Date, Exit Date, School District Code (Residing Parish Code) and Grade

SISR68 Where the MFP Funding will be routed To Roster
• Roster by (Residing) Parish showing the names of the student and the site receiving the MFP funding for each student
• Elements include the Student Name, State ID, Birth Date, Sex, Race, Entry Date, Exit Date, Site (receiving the funding) and Grade