Custom Report: Chronic Absenteeism – The purpose of this report is to produce aggregate and detailed chronic absenteeism data. Kentucky Department of Education (KDE) defines chronically absent as a student who is present 90% or less of full-time equivalency. Both reports calculate school/district chronic absenteeism data based on full-time equivalency (FTE) attendance. KDE calculates chronic absenteeism by dividing student's FTE present minutes by FTE instructional minutes and rounding to the nearest whole percent.

Aggregate report: absenteeism calculations by percentage ranges; numbers and percentages of students by grouping. To be included in the aggregate report, students must be enrolled at least 10 days in the school/district.

Detail Report: returns student-level aggregate FTE attendance data. This report can be used to identify specific students or groups of students at or nearing chronic absenteeism. If a student had two enrollments in one school during the year, attendance for both enrollments will be combined for the student. Parent/guardian and address information are also available for districts to send out letters for those who are chronically absent.

Selection Criteria: Select the Report Type you wish to run: Aggregate or Detail (default). The Infinite Campus Toolbar will control the school/district, calendar and year for which the report will generate.

KDE Contacts: Ronda Devine, Division of District Support, Office of Finance & Operations
Judi Vanderhaar, Division of Student Success, Office of Continuous Improvement and Support

Pathway: KY State Reporting | KDE Reports | Chronic Absenteeism
NOTE: Users must be granted access by local KSIS administrator before they will see this report.

Report Sample: The detail report will be generated in Excel format and the aggregate report generates in PDF form.

Detail:

Sch Year	Dist Number	Dist Name	Sch Number	School Name	SSID	Last Name	First Name	Grade	Enrolled Days	Enrollment Enddate	FTE Absent Events Excused	FTE Absent Events Unexcused	Tardy Events Only Excused	Tardy Events Only Unexcused	Student FTE Present Minutes	Student FTE Instructional Minutes	% FTE Present	Chronic Absent
2021-22	000	District Name	000	School Name	1.235E+09	Mouse	Mickey	Grade 10	165	5/26/2022	9	15	2	7	62419	69240	90.1%	N
2021-22	000	District Name	000	School Name	1.235E+09	Mouse	Minnie	Grade 9	165	5/26/2022	6	2	0	0	66255	69240	95.7%	N
2021-22	000	District Name	000	School Name	1.235E+09	Duck	Daisy	Grade 11	165	5/26/2022	5	18	1	1	61115	69240	88.3%	Y
2021-22	000	District Name	000	School Name	1.235E+09	Duck	Donald	Grade 9	165	5/26/2022	5	15	2	3	63472	69240	91.7%	N
2021-22	000	District Name	000	School Name	1.235E+09	Potter	Harry	Grade 11	165	5/26/2022	3	13	2	2	64346	69240	92.9%	N
2021-22	000	District Name	000	School Name	1.235E+09	Granger	Hermione	Grade 11	165	5/26/2022	4	15	2	2	63218	69240	91.3%	N
2021-22	000	District Name	000	School Name	1.235E+09	Weasley	Ron	Grade 9	37	10/22/2021	12	0	1	0	10905	15540	70.2%	Y

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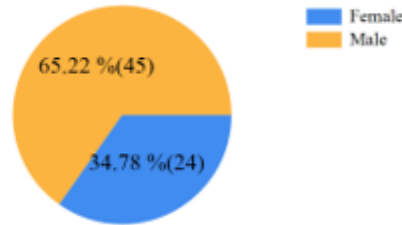| FRL	Homeless	SPED	Foster Care	Military Connected	Migrant	English Learners	Gifted & Talented	Gender	Race	Hispanic/Latino	Non-resident	Parent/Guardian Name 1	Parent/Guardian ID 1	Street 1	City 1	State 1	Zip 1	Parent/Guardian Name 2	Parent/Guardian ID 2	Street 2	City 2	State 2	Zip 2
Y	N	N	N	N	N	N	N	F	Hispanic	Y		Parent 1	0011	Address	City	KY	00000						
N	N	N	N	N	N	N	N	M	White	N		Parent 2	0021	Address	City	KY	00000	Parent 2	0610	Address 2	City	KY	00000
Y	N	N	N	N	N	N	N	M	Asian	N		Parent 3	0031	Address	City	KY	00000	Parent 2	0710	Address 3	City	KY	00000
Y	N	N	N	N	N	N	N	F	White	N		Parent 4	0041	Address	City	KY	00000						
N	N	N	N	N	N	Y	N	M	Black or African American	N	District 2	Parent 5	0051	Address	City	KY	00000	Parent 2	0810	Address 4	City	KY	00000
Y	Y	N	N	N	N	N	N	F	White	N		Parent 6	0061	Address	City	KY	00000						
Y	N	N	Y	N	N	N	N	F	White	N		Parent 7	0071	Address	City	KY	00000						

Aggregate:

Student Present FTE Percentage - Aggregate Report
student detail report can be run for additional detail

School Year	2021-22
District #/Name	000 District Name
School #/Name	000 School Name

Student FTE Count (enrolled 10 or more days)

100% FTE	12	4.11%
96-99% FTE	105	35.96%
93-95% FTE	75	25.68%
>90-92% FTE	31	10.62%
Chronically Absent <= 90% FTE	69	23.63%
Total Student Count	292	

Percentage of Chronically Absent Students by Gender

65.22 %(45) Male
34.78 %(24) Female

* FTE percentage rounded to the nearest whole percentage

Percentage of Chronically Absent Students by Race/Ethnicity

Race/Ethnicity	Value
African American	10.14 % (7)
Hispanic or Latino	7.25 % (5)
Two or more races	10.14 % (7)
White	72.46 % (50)
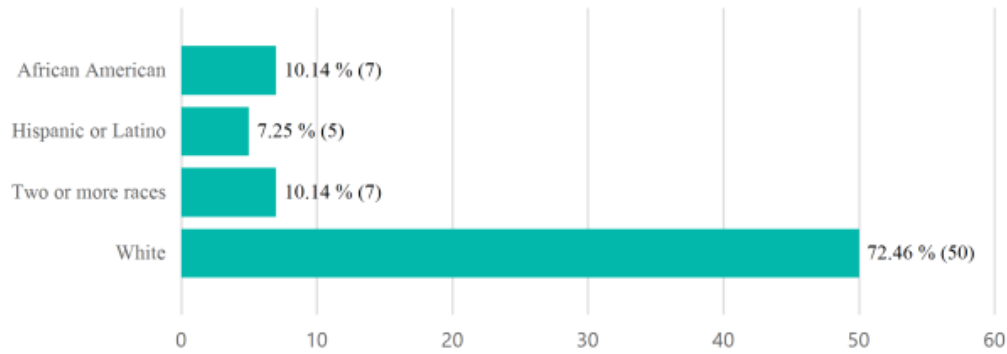
Percentage of Chronically Absent Students by Student Group

Student Group	Value
Free/Reduced-Priced Meal	94.20% (65)
Students with Disabilities with IEP	31.88% (22)
Homeless	2.90% (2)
Migrant	0.00% (0)
Gifted & Talented	10.14% (7)
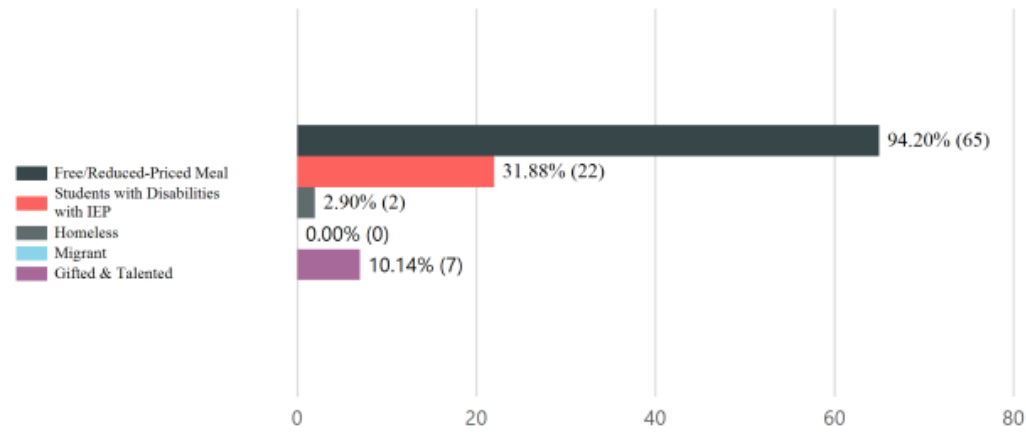
Suggested report uses: *(Open the report in Excel, then turn on the Filter option and freeze the headings.)*

- Run the aggregate report to see percentage of chronically absent students by school/district. Chronic absenteeism is an Accountability – Opportunity & Access Measure and points are awarded for schools/districts with less than 16% of the student population chronically absent. Periodically share report with school and/or district leadership.
- Run the detail report and sort the report on "% FTE Present" to identify students who are chronically absent, or close to becoming chronically absent.
- Run the detail report and filter on "Chronic Absent" for Y to see only chronically absent students.
- Parent/guardian and address information has been added so districts can send out letters for those students who are chronically absent.