

# Summer PEIMS Submission Review with OnDataSuite

April 24, 2025

# Jennifer Allen

## District PEIMS Coordinator - Northwest ISD



- Northwest ISD is located north of Fort Worth by the Texas Motor Speedway
- Part of Region XI
- 234 square miles
- 14 different municipalities
- 3 counties
- 32300 students
- SIS - eSchoolPLUS
- ERP - eFinancePLUS
- North Texas' fastest growing school district - increase of 1200+ students a year

- Working in NISD for 16 years
  - 8 years as PEIMS Coordinator
  - 2 years as PEIMS Speci
  - 3 years as Middle School Registrar
  - 3 years as Elementary School Attendance Clerk
- TASBO PEIMS Mentor
- TASBO Instructor
- Lead team of the BEST 3 PEIMS Specialists in Texas!

# What To Expect

## TEA Attendance Audit

- **How to use OnDataSuite to check Summer data for potential TEA Attendance Desk Audits - and be successful!**

## ODS Custom Reports

- **Find where OnDataSuite Custom Reports are located and how to use these reports**

## Create Ad-Hoc Reports

- **Learn how to create ad-hoc reports in OnDataSuite to audit district data before submitting Summer PEIMS data to TEA**



# Welcome to Summer PEIMS



# FIRST AND MOST IMPORTANT STEP

Make sure your district's Summer PEIMS data for 2024-2025 is loading into TEA's IODS

If the Summer PEIMS data is not loading into TEA's IODS it will NOT load into OnDataSuite.

If the Summer PEIMS data is not loading into OnDataSuite, you will not see any current year data on reports.

When running or creating reports in OnDataSuite, ALWAYS check to make sure the report data is for 2024-2025.

# TEA Attendance Audit Queries

## Student Data Validation

- Course Completion Validation
- Discipline Validation
- Ed-Fi **New Report**
- Fall Pre-Validation Limited Scope Attendance Audit Review (TEA Desk Audit)
- FHSP Validation
- Funding Data Validation
- Leaver Validation
- Miscellaneous Validation

Review these 6 reports weekly!

- Summer Limited Scope Attendance Audit Review (TEA Desk Audit)
  - LSA Of Dyslexia Services Coded 02 Or 03 Without Code 01
  - LSA Of Early Education Students With No SPED Setting Or Speech Therapy Only
  - LSA Of Kindergarten Students Enrolled Under The Age Of Five
  - LSA Of Parental Denial Of Students With Eligible Bilingual ESL Days
  - LSA Of Pregnancy Related Services
  - LSA Of Tracks Reporting Less Than Allowable Minutes Or Days

District Name: NORTHWEST ISD  
District ID: 061911

2024-2025

### LSA Of Dyslexia Services Coded 02 Or 03 Without Code 01 in 2024 - 2025 for All Campuses

Show 25 entries Column Options Focus List

Make sure the year is set to the current year when you open any of these reports

### Summer LSA Of Kindergarten Students Enrolled Under The Age Of Five in 2024 - 2025 for All Campuses

Show 25 entries Column Options Focus List

SID	TX Unique Student ID	Local ID	Last	First	Mid	Gender	Grade	Eth / Race
24-25	24-25	24-25	24-25	24-25	24-25	24-25	24-25	24-25

I review this report weekly, not just for Summer PEIMS review

No records to display

Showing 0 to 0 of 0 entries

If there is data that shows in any of these reports - it needs to be reviewed and probably corrected.

2024-2025

All Reporting Periods

Submit

LSA Of Pregnancy Related Services for All Reporting Periods for all campuses during 2024 - 2025

Show 25 entries Column Options Focus List

Search:

SID	TX Unique Student ID	Local ID	Last	First	Mid	Gender	Grade	Eth / Race	D.O.B.	Campus	SPED Homebound	Elig PRS Days Present	RS Total Elig Preg Rel Svcs Days Present	RA Total Elig Preg Rel Svcs Days Present	CTE-V1	CTE-V2	CTE-V3	RS-CTE-V1	RS-CTE-V2	
24-25	24-25	24-25	24-25	24-25	24-25	24-25	24-25	24-25	24-25	24-25	24-25	24-25	24-25	24-25	24-25	24-25	24-25	24-25	24-25	24-25
												41	0	0						
												68	0	0						
												33	0	0						
														0						

The Pregnancy Related Services Report will show ALL PRS students. If you are audited for PRS, this is what TEA will audit - all PRS students.

2024 - 2025

Choose District or Campus

Tracks with &lt; Allowable Minut

Submit

## LSA Of Tracks Reporting Less Than Allowable Minutes Or Days - District Summary

Campus ID	Campus Name	Track	Instructional Program Type	Days Taught	Total School Day Operational Minutes	Total School Day Instructional Minutes	Total School Day Waiver Minutes	Total Staff Development (01) Waiver Minutes	Total Missed School Days (02) Waiver Minutes	Total Low Attendance School Days (04) Waiver Minutes	Total JJAEP School Days (05) Waiver Minutes	Total Other School Days (99) Waiver Minutes	Total Minutes
061911008	TARRANT COUNTY JJAEP	07	13	170	0		0	0	0	0	2	0	
61911005		06	13	178	0		0	0	0	0	0	0	
61911008		07	13	170	0		0	0	0	0	0	0	

Another report we check monthly is this Calendar report. We check to make sure we are not under the allowable minutes per TEA. This helps if we have bad weather days or miss days for other reasons during the year that were not anticipated.

# OnDataSuite Custom Reports

## Student Custom Reports

- Attendance Reports
- Average Daily Attendance (ADA) Reports
- AVID
- Class Roster
- Course Completion
- CTE
- Discipline Reports
- Economic Disadvantage Reports
- Emergent Bilingual / English Learner
- FTE Reports
- Graduation / Dropouts / Cohorts
- LEA / Campus
- PEIMS Summary and Review Reports
- Retention
- Special Programs
- SPED
- SPPI-14
- STAAR & PEIMS
- Miscellaneous

Click on any of the folder icons to open up a multitude of reports to run. These OnDataSuite Student Custom Reports are ready to go. Just click on report you want to run, make sure the year is correct, and review data. Easy as 1-2-3!

# Helpful ODS Custom Reports for Summer PEIMS Review

ALL Attendance Reports

ALL Discipline Reports

Summer PEIMS Checklist

ALL Course Completion Reports

ALL LEA/Campus Reports

Summer FHSP Distinguished  
Completed with Endorsement

# How to Use the Custom Reports

Some of the Custom Reports have Student Level Data and some reports are summaries. If there is student level data, you can click on the student name to drill down for further student information!

OnPoint ▾ Dashboards My Dashboards Student Assessment Staff Finance Accountability Ed-FI Rules XML Review CRDC Help Ticket C

District Name: Northwest ISD  
District ID: 061911 Hide Filters Tools ▾

Report Filters

2024-2025 All Campuses Selected (38) ▾ All Grades Selected (15) ▾ Select Focus List (Optional) ▾ Submit

Student Six Weeks Percentage in Attendance for 2024-2025 for All Campuses for All Grades

Rows 25 Search

TX Unique Student ID	Local ID	Last	First	Mid	Gender	Grade	Eth / Race	D.O.B.	Campus	Rep Prd 1 Total Days Absent	Rep Prd 1 Total Days Mbrshp	Rep Prd 1 PIA	Rep Prd 2 Total Days Absent	Rep Prd 2 Total Days Mbrshp	Rep Prd 2 PIA
112: <a href="#">112:112</a>										0	27	100	3	29	89.7
112: <a href="#">112:112</a>										1	17	94.1	2	29	93.1
112: <a href="#">112:112</a>										0	27	100	2	29	93.1
112: <a href="#">112:112</a>										3	16	81.2	0	0	0
112: <a href="#">112:112</a>										0	27	100	0	29	100
112: <a href="#">112:112</a>										8	27	70.4	4	29	86.2
112: <a href="#">112:112</a>										1	27	96.3	1	29	96.6
112: <a href="#">112:112</a>										2	24	91.7	6	29	79.3
112: <a href="#">112:112</a>										0	27	100	1	29	96.6
112: <a href="#">112:112</a>										0	0	0	0	0	0
112: <a href="#">112:112</a>										0	27	100	1	29	96.6

Confirm correct year

Click on student UID (in blue) to drill down to student information

Student Profile

Student Information

Cohort

Fall PEIMS

**Summer PEIMS**

Attendance

Discipline

Course Completion

CTE

CTE Attend. Multiplier Post ...

Flexible Attendance

Graduation Program

Missing Course Offerings

SPED Attendance

Student Restraint

Summer Enrollment

Summer SPED Program En...

Title I Part A Program Enroll...

Truancy

CTE Attendance Pre 2022

Extended Year PEIMS

Assessments

BOY & Interim

Student Data Summary

	Attendance				
Campus	061911001 - Northwest H S				
Attendance Reporting Period	1	2			
Instructional Track	0	0			
Grade	10	10			
Number of Days Taught (Basic Attendance)	27	29			
Total Eligible Days Present	27	29			
RS Total Eligible Days Present	0	0			
RA Total Eligible Days Present	0	0			
Total Ineligible Days Present	0	0			
Total Days Present	27	29	24	26	31
Total Days Absent	0	0	3	0	0
Total Days Membership	27	29	27	26	31
Percentage in Attendance	100	100	88.9	100	100
Percent Days Present	100	100	89.0	100	100
Percent Days Absent	0.0	0.0	11.0	0.0	0.0
Percent Days Membership	100	100	100	100	100
Total Eligible Special Ed Mainstream Days Present	0	0	0	0	0
RS Total Eligible Special Ed Mainstream Days Present	0	0	0	0	0
RA Total Eligible Special Ed Mainstream Days Present	0	0	0	0	0
Total Eligible Bilingual/ESL Days Present	0	0	0	0	0
RS Total Eligible Bilingual/ESL Days Present	0	0	0	0	0
RA Total Eligible Bilingual/ESL Days Present	0	0	0	0	0
Bilingual/ESL Funding Code					
RS Bilingual/ESL Funding Code					
RA Bilingual/ESL Funding Code					

Student Drilled down information screen. Click the different areas on the far left of page for different sections for the Summer PEIMS student data information.

# OnDataSuite Ad-Hoc Reports

# Ad-Hoc Reporting in ODS

## What is an Ad-Hoc Report?

**An Ad-Hoc Report is generally created for a specific request or reason.**

**Ad hoc is a Latin term which translates as “to this.” However, it’s also understood as “as needed” or “as required.”**



# Creating Ad-Hoc Reports

- Select the initial “Category”, to begin.
  - Use the “Data Source Information” for information on each category
  - Select desired year(s), or leave blank to display all years
- Select “Criteria”,
  - Includes a list of elements pertaining to the category selected
  - Filter options available – if needed
- “Create Report” - green box on far top right corner under Report Commands

The screenshot displays the Student Report Center interface, divided into three main sections: Focus List, Student Criteria Filters, and Report Commands.

**Focus List:** A dropdown menu shows "All Students". Below it, the "Student Report Center" header is highlighted. A list of report categories is shown, with "Disciplinary Incidents" highlighted in grey.

**Student Criteria Filters:** The "Disciplinary Incidents School Years" section shows a list of years from 14-15 to 23-24. The "Criteria 1" dropdown is set to "Disciplinary Action Code". Below this, a table lists various codes and descriptions, with checkboxes in the first column. A red oval highlights the checkboxes for codes 01, 02, and 03.

	Code	Description
<input type="checkbox"/>	1	Null or Missing Code
<input type="checkbox"/>	01	Expulsion w/o planmt in other
<input type="checkbox"/>	02	Expulsion to JJAEP
<input type="checkbox"/>	03	Expulsion to an on-campus DAEP
<input type="checkbox"/>	04	Expulsion to an off-campus DAEP

**Report Commands:** A green "Create Report" button is highlighted. Below it is a "Load Last Report" button. A red box highlights the "Data Source Information" section, which contains a "Summary" (Puls disciplinary incidents), "Data Source" (TSDS - PEIMS Summer), "File OR TEDS Interchange / Sub-Category Code / Complex Type" (44425-Disciplinary Action), "Student Discipline" (DisciplineIncident, StudentDisciplineIncidentAssociation, DisciplineAction), and a "Note" field.

# Different Ad-Hoc Reports

Attendance by Grade by Title 1 (Homeless)

Someone wanted a report which showed attendance rates for homeless students by grade level

Attendance by Grade by Title I

Grade	Title I	22-23
EE - Early Education	9 - Homeless receiving services	93.6%
PK - Pre-Kindergarten	9 - Homeless receiving services	89.0%
KG - Kindergarten	9 - Homeless receiving services	86.2%
01 - 1	9 - Homeless receiving services	87.1%
02 - 2	9 - Homeless receiving services	87.5%
03 - 3	9 - Homeless receiving services	92.0%
04 - 4	9 - Homeless receiving services	90.0%
05 - 5	9 - Homeless receiving services	92.2%
06 - 6	9 - Homeless receiving services	89.5%
07 - 7	9 - Homeless receiving services	86.1%
08 - 8	9 - Homeless receiving services	85.0%
09 - 9	9 - Homeless receiving services	85.1%
10 - 10	9 - Homeless receiving services	82.3%
11 - 11	9 - Homeless receiving services	85.4%
12 - 12	9 - Homeless receiving services	88.9%
<b>TOTALS</b>		<b>88.0%</b>

Bookmarks User Groups My Custom Reports Focus List File Center Support

OnPoint ▾ Dashboards My Dashboards Student Assessment

REPORT OPTIONS ×

Focus List

All Students ▾

Submit

Graphing

Pick Graph

Plain Inverted Polar

Description ▾

Heatmap

Warm ▾ Off

Gradient Settings Inverse

lowest highest

82.34 93.64

Other Options

Export to Excel

Edit Report

Bookmark

Percent

Attendance by Grade by Title I

Grade

EE - Early Education

PK - Pre-Kindergarten

KG - Kindergarten

01 - 1

02 - 2

03 - 3

04 - 4

05 - 5

06 - 6

07 - 7

08 - 8

09 - 9

10 - 10

11 - 11

12 - 12

TOTALS

Student Criteria Filters

Attendance School Years

16-17  17-18  18-19  19-20  20-21  21-22  22-23  23-24

Criteria 1 Grade ▾

Criteria 2 Title I ▾

Add Criteria ... ▾

Click on far left Report Options section and click EDIT REPORT to add school years, or just the current school year.

## Summer Enrollment by Attendance Reporting Period by Pregnancy related services

Attendance Reporting Period	Pregnancy related services	22-23
1 - First six weeks	1 - Participant in pgm or svc	7
2 - Second six weeks	1 - Participant in pgm or svc	7
3 - Third six weeks	1 - Participant in pgm or svc	8
4 - Fourth six weeks	1 - Participant in pgm or svc	7
5 - Fifth six weeks	1 - Participant in pgm or svc	6
6 - Sixth six weeks	1 - Participant in pgm or svc	6
<b>TOTALS</b>		<b>41</b>

Here's a report to show us how many students with pregnancy related services coding were enrolled and had attendance reported each six weeks. We shared this with our PRS coordinator to confirm those student numbers were correct, or not.

## Disciplinary Incidents by Campus by Disciplinary Reporting Period

Campus	Disciplinary Reporting Period	16-17	17-18	18-19	19-20	20-21	21-22	22-23	23-24
06191	1 - First six weeks	58	38	75	43	26	115	105	110
	2 - Second six weeks	88	106	116	71	39	115	178	176
	3 - Third six weeks	85	93	89	65	72	128	142	210
	4 - Fourth six weeks	109	105	100	149	113	137	174	186
	5 - Fifth six weeks	111	126	120	2	130	120	149	192
	6 - Sixth six weeks	110	87	75	2	130	95	132	215
06191	1 - First six weeks	5	7	4	9	0	0	0	0
	2 - Second six weeks	13	15	0	11	0	0	0	0
	3 - Third six weeks	1	29	12	2	0	0	0	0
	4 - Fourth six weeks	13	6	11	12	0	0	0	0
	5 - Fifth six weeks	6	27	15	0	0	0	0	0
	6 - Sixth six weeks	6	6	20	0	0	0	0	0

This Ad-Hoc Report shows our district how many discipline incidents were reported per campus per six weeks per year. Great way to show trends.

Student Summer Enrollment 23-24 for Grade Code (PK) PK Program Type Code Code Emergent Bilingual Code Economic Disadvantage Code Homeless Status Code Military Connected Student Code Foster Care Indicator Code Star of Texas Indicator Code Code List

Rows 25 Column Options Focus List

Search

Local ID ↑	Last ↑	First ↑	Mid ↑	Gender ↑	Grade ↑	Eth / Race ↑	D.O.B. ↑	Campus ↑	PK Program Type Code ↑	Emergent Bilingual ↑	Eco Dis ↑	Homeless Status ↑	Military Connected Student ↑	Foster Care Indicator ↑	Star of Texas Indicator Code ↑
23-24	23-24	23-24	23-24	23-24	23-24	23-24	23-24	23-24	23-24	23-24	23-24	23-24	23-24	23-24	23-24
				Female	Pre-Kindergarten		09/07/2018		02	Non-Emergent Bilingual (Non-EB)/Non-English learner (Non-EL)	Eligible for free meals under the National School Lunch and Child Nutrition Program	Not homeless	0	0	0
				Male	Pre-Kindergarten		07/15/2019		02	Identified as EB	Eligible for free meals under the National School Lunch and Child Nutrition Program	Not homeless	0	0	0
				Male	Pre-Kindergarten		07/18/2019		02	Non-Emergent Bilingual (Non-EB)/Non-English learner (Non-EL)	Eligible for free meals under the National School Lunch and Child Nutrition Program	Not homeless	0	0	0
				Male	Pre-Kindergarten		04/03/2019		02	Non-Emergent Bilingual (Non-EB)/Non-English learner	Not identified as economically disadvantaged	Not homeless	4	0	0

Showing 1 to 25 of 1,004 entries

Previous 1 2 3 4 5 ... 41 Next

This report is a Pre-Kindergarten report for all PK students with their PK coding to ensure and review their qualifiers and their program type.

# Any Questions?

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