



# Reporting Graduates, Summer Graduates and Summer Leavers

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## Award of Diploma

# District that Awards Diploma

- A student enrolled in a high school or online learning (OLL) program is working toward the graduation requirements of the enrolling school, including both residents and nonresidents.
- A student enrolled in an Area Learning Center (ALC) can choose to earn a diploma from either the resident district or the district in which the ALC is located.
- A student placed for care and treatment at the time graduation requirements are met can be awarded a diploma from the prior high school of enrollment or the district in which the care and treatment program is located.

# Rule of Thumb

- The school or program in which the student is enrolled at the time graduation requirements are met reports the student on the Minnesota Automated Reporting Student System (MARSS) with Status End code 08 – graduated – without regard as to which district is awarding the diploma.
- This applies whether graduation requirements are met during the school year or during the summer term of an ALC or Alternative Learning Program (ALP) or during traditional summer school.

## Student Aging Out

# Aging Out: No IEP (Individualized Education Program)

- Eligible for free public education until they earn a diploma or turn age 21. A student who turns 21 after September 1, and who is enrolled, can complete the school year.
  - Student must remain enrolled.
- A senior who reaches the maximum age level without graduation:
  - Status End code 40 if the student is enrolled on the last day of the school year.
  - Status End code 18 if the student leaves school prior to the end of the school year.
- Refer to *School Attendance Age Limitations* posted to the MARSS Student Accounting website from Minnesota Department of Education (MDE) homepage > Districts, Schools and Educators > Business and Finance > School Finance > MARSS Student Accounting > MARSS Reporting Instructions.

# Aging Out: With IEP

- Eligible for free public education until they earn a diploma (meets IEP objectives) or turns age 22. A student who turns age 21 on or after July 1 is eligible to complete the following school year.
- A senior who reaches the maximum age level without graduating:
  - Report Status End code 40 if the student was enrolled on the last day of the school year.
  - Report Status End code 18 if the student leaves school prior to the end of the school year.

# Reporting Procedures and Coding

## Reporting Procedures and Coding



# Status End Codes Relevant to Seniors

- 08 – Graduates from a public school district/charter school
- 40 – End-of-year, student was enrolled on the last day of school without graduating.

# Seniors Who Did Not Graduate

- Student is reported on the current year with Status End code 40.
- If the graduation requirements are met during the following summer:
  - Report as a summer graduation on the following year's fall and End-of-Year (EOY) MARSS file.
    - State Aid Category (SAC) 98
    - Status End code 08
    - Status Start and End Dates anywhere between July 1 and September 15.

# Seniors Who Graduate at End-of-Year While Enrolled at High School

- Student is reported on the current year's EOY MARSS file with Status End code 08.
- This applies whether the student is graduating on time, or after the student's cohort has graduated.

# Seniors Who Graduate Mid-Year

- The early graduation provision was repealed with the 2011-12 school year.
- Once a student completes graduation requirements and is no longer attending at the school site, the student must be withdrawn and no further membership is reported.
- Status End code 08 – graduate.
- Status End Date is last day of attendance and when the graduation requirements were met.

# Seniors Who Graduate by Meeting IEP Requirements

- Student on an IEP is exited from special education services upon a student's graduation from high school with a regular high school diploma.
- The term “regular high school diploma” does not include an alternative degree that is not fully aligned with the state's academic standards, such as an attendance certificate or a general education development credential (GED).

# Seniors With IEP Who Walk With Class But Return the Next Year for Transition Services

- The student is reported with Status End code 40.
- The student is eligible to enroll during the next school year *per the IEP*, unless the student has aged out.
- The student is eligible to receive special instruction and services *per the IEP* from birth until July 1 after the student with a disability becomes 21 years old.
- The student is reported with Status End code 08 – graduate – when the IEP objectives are met.

# Seniors Who Graduate While Dual Enrolled at the End of the Year

- The school with the later Status End Date reports the student with Status End code 08.
  - If the high school record has a later Status End Date than the ALC/ALP, the high school reports Status End code 08.
  - If the ALC/ALP record has a later Status End Date, the ALC/ALP reports Status End code 08.
- The other school reports Status End code 99.

# Students Who Graduate While Enrolled Only at the ALC

- For students enrolled only in an ALC, the ALC reports the graduation even though the diploma is awarded by another district.
- For example:
  - The student receives an “X” diploma once the student completes graduation requirements while enrolled at the ALC.
  - The ALC reports the student with Status End code 08.
- There should be no later enrollment record once the student has completed graduation requirements.



# Whose Requirements?

- When a student transfers to an ALC, the student is working toward the graduation requirements as determined by the ALC. The student can choose a diploma from either the resident district or the ALC district.
- However, if a student is taking classes in both the original district and the ALC (concurrent or dual enrolled), the student is working toward a diploma in the enrolling district and will need to meet the district's graduation requirements. The ALC credits are simply going to transfer back to the enrolling district.

# Seniors Who Graduate During the Summer Term of an ALC/ALP

- Report as a graduate on the following year's fall and EOY MARSS files.
- ALC or ALP reports the graduation Status End code 08.
- There is no later record anywhere after the student completes graduation requirements and is reported as a graduate.
- The high school should not be reporting the student as a graduate if graduation requirements were met while the student was enrolled at the ALC/ALP.
- *This is not a summer graduate / SAC 98 record.*

# Seniors Who Graduate During Traditional Summer School

- Report the student as a *summer graduate* with SAC 98 and Status End code 08.
- Status Start and Status End Dates are anywhere between July 1 and September 15.
- Report this enrollment record on the following year's fall and EOY MARSS files.
- Refer to *Procedure 12* of the MARSS manual.

# Seniors Who Graduate While in Care and Treatment

- The program/school in which the student was enrolled at the time graduation requirements were met reports the Status End code 08.
- Example:
  - Student was enrolled in a care and treatment program at the time graduation requirements were met.
  - The district that provides instruction while in care and treatment reports Status End code 08.

# Verification of Graduates Data MARSS WES Report

## Verification of Graduates Data MARSS Web Edit System (WES) Reports

# Local MARSS WES Reports

- MARSS 04 – Edit Summary Status End Codes
- MARSS 11 – List of Graduates
- MARSS 24 – List of All Students Records

# Edit Summary Status End Codes

- Fall and EOY local report
- Report listing all Status End codes with number of students reported under each category.
- Retrieved by:
  - District
  - School
  - Grade Level
- Use report to verify the number of students under each Status End code.
  - 08

# MARSS 04, Page 1

BusinessObjects

MARSS EDIT SUMMARY REPORT - Status End Codes

District: [ ] SCHOOL DIST. USING FALL DATA Page 1  
 School: All 2017-2018 SCHOOL YEAR Edited 09/15/2017 11:15  
 Grade: All Grades District Level of Detail Printed 11:29

MARSS STATUS END CODES	TOTAL		STUDENT TOTAL	%			Am Indian		Asian		Hispanic		Black		White		Haw/Pac Isl		Multi	
	MALE	FEMALE		MALE	FEMALE	MINORITY	M	F	M	F	M	F	M	F	M	F	M	F	M	F
** TOTAL	21322	19792	41114	51.9	48.1	29.1	156	171	1477	1447	1246	1120	2400	2158	15098	14063	23	18	922	815
00 Open Records																				
01 Grade Level Changed	1	1	2	50.0	50.0	100.0														
02 School Transfer - Same Dist	184	149	333	55.3	44.7	36.6	2	4	9	5	17	12	32	21	111	100	0	0	13	7
03 Transfer to Nonpublic	50	40	90	55.6	44.4	34.4					6	5	7	7	33	26	0	0	4	1
04 Transfer to other MN Dist	183	195	378	48.4	51.6	30.3	5	7	11	12	19	17	44	43	90	98	0	0	14	18
05 Transfer out of state or country	70	95	165	42.4	57.6	49.7	4	8	1	14	15	16	14	27	56	0	1	5	4	
06 Compulsory Age/Drop	3	3	6	50.0	50.0	50.0					1	1		1	2	1	0	0	0	0
07 Written Election/Drop	1	3	4	25.0	75.0	25.0								1	1	2	0	0	0	0
08 Graduated	1710	1441	3151	54.3	45.7	26.2	20	15	110	105	84	63	193	172	1264	1063	2	0	37	23
11 Student Died	5		5	100.0		40.0				1				1	3		0	0	0	0
12 Excused - Mental/Physical																				
13 Comitted to Correctional	12	14	26	46.2	53.8	46.2					1	1	3	5	7	7	0	0	1	1
14 Fifteen Day Rule/Drop	160	132	292	54.8	45.2	42.5	4	2	5	10	11	13	40	27	94	74	0	0	6	6
15 Student Married/Drop																				
16 Expelled - No Inst/Drop	7	3	10	70.0	30.0	70.0						1	3	3		3		0	0	0
17 Student Pregnant/Drop																				
18 Student withdrew no transcript issued/Drop	1		1	100.0		100.0													0	0
19 Student moved - did not move	40	41	81	49.4	50.6	32.1	1	1	1	1	2	4	5	5	30	25	1	0	1	5
20 Early Childhood Withdrawal	7	5	12	58.3	41.7	25.0			1	1					5	4	0	0	1	0
22 Entered Care/Treatment Fac	33	28	61	54.1	45.9	26.2					4	1	1	3	23	22	0	0	5	2
23 Kindergarten Withdrawal	1	1	2	50.0	50.0										1	1	0	0	0	0
24 Transfer to Homebound	3	12	15	20.0	80.0	26.7								1	3	2	9	0	0	0
25 EC Evaluation Ended	19	15	34	55.9	44.1	26.5					1	2	1	3	1	14	11	0	1	0
26 EC Withdrawal by Parent	11	4	15	73.3	26.7	26.7						1		1		7	4	0	0	2
27 EC Transition at Age 3	44	22	66	66.7	33.3	33.3					1	1	5	4	4	34	10	0	0	5
28 EC not eligible for Part B exiting	6	2	8	75.0	25.0	25.0						1	1			5	1	0	0	0
29 EC not eligible for Part B exiting	8	3	11	72.7	27.3	9.1				1					7	3	0	0	0	0
30 EC not eligible for Part B exiting																				
31 Due to Social Reasons/Drop																				
32 Due to Finance Reasons/Drop																				
33 Due to Family Reasons/Drop	1	2	3	33.3	66.7	66.7			1							1	0	0	0	0
34 No Reason Specified/Drop	3	4	7	42.9	57.1	42.9							2	1		2	2	0	0	0
35 Reached Max Age/Drop																				
36 To Post Sec without Diploma																				
37 To Pursue a GED/Drop	2	2	4	50.0	50.0											2	2	0	0	0
40 End of Year	18468	17263	35731	51.7	48.3	29.0	126	142	1299	1277	1067	986	2051	1836	13085	12280	20	16	820	726
41 Re-enrolled/prior dropout		1	1		100.0	100.0													0	0
50 Special Ed Data Changed	281	130	411	68.4	31.6	30.7	1	3	14	7	23	11	31	15	195	90	1	0	16	4
60 PS - No Referral	443	429	872	50.8	49.2	24.5					36	25	17	15	36	35	329	0	0	25
61 PS ? Referral to Special Ed	109	57	166	65.7	34.3	28.3	1		7	4	7	1	13	3	74	45	0	0	7	4
62 PS ? Referral to health care provider	34	30	64	53.1	46.9	37.5			5	5	2	2	5	4	21	19	0	0	1	0

Student records with local errors are excluded from this report. Students with State Aid Category 16, 17, 18 are excluded from the Graduate and Dropout totals

Version 1  
MARSS04\_Edit\_Summary\_Status\_End\_Codes



BusinessObjects

MARSS EDIT SUMMARY REPORT - Status End Codes

District: SCHOOL DIST. USING FALL DATA Page 2  
 School: All 2017-2018 SCHOOL YEAR Edited 09/15/2017 11:15  
 Grade: All Grades District Level of Detail Printed 11:29

MARSS STATUS END CODES	TOTAL		STUDENT	%			Am Indian		Asian		Hispanic		Black		White		Haw/Pac Isl		Multi	
	MALE	FEMALE		MALE	FEMALE	MINORITY	M	F	M	F	M	F	M	F	M	F	M	F	M	F
63 PS ? Referral to Spec Ed and health	11	7	18	61.1	38.9	44.4					1	1	1	1	7	3	0	0	0	2
64 PS ? Referral to EC programs	2	3	5	40.0	60.0										2	3	0	0	0	0
65 PS ? Referral, parents declined	1		1	100.0		100.0							1				0	0	0	0
99 Enrollment Status Changed	3218	2542	5760	55.9	44.1	40.3	32	40	265	232	311	247	493	409	1937	1503	6	4	174	107
** SECONDARY GRADUATES	1710	1440	3150	54.3	45.7	26.1	20	15	110	104	84	63	193	172	1264	1063	2	0	37	23
** DROPOUTS	114	97	211	54.0	46.0	44.1	4	2	3	4	9	12	27	21	65	53	0	0	6	5
** GIFTED AND TALENTED	1086	842	1925	56.4	43.7	14.6	3	4	47	44	21	18	48	49	942	701	1	1	23	23
** HOMEBOUND SERVICED	18	23	41	43.9	56.1	19.5	1	1					3	3	14	19	0	0	0	0

Student records with local errors are excluded from this report. Students with State Aid Category 16, 17, 18 are excluded from the Graduate and Dropout totals

Version 1  
MARSS04\_Edit\_Summary\_Status\_End\_Codes

# MARSS 11

## List of Graduate Students

- EOY local report.
- List of all students reported as a high school graduate by each school in the district.
- Students should be listed only once.
- Use to verify that all students reported as high school graduates actually graduated.
- Students who did not graduate should be coded at the end of the school year with Status End code 40.
- Share with high school counseling office.

**MARSS GRADUATE STUDENT REPORT**  
 USING EOY DATA  
 2016-2017 SCHOOL YEAR

Serving District [REDACTED] SCHOOL DISTRICT  
 School 703 [REDACTED]

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 Edited 4/28/2017 9:37:55AM  
 Printed 4/28/2017 11:10:17AM

Information contained in this report must be treated as private data on students.

Student name	Local Use	State Reporting Number	Birth Date	Status	Grade	Begin Date	End Date	SAC	Resident District
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	08	12	06/21/2016	08/02/2016	00	[REDACTED]
				08	12	06/15/2016	08/03/2016	00	
				08	12	06/14/2016	07/26/2016	00	
				08	12	06/14/2016	08/02/2016	00	
				08	12	06/15/2016	08/03/2016	00	
				08	12	06/14/2016	07/28/2016	00	
				08	12	06/21/2016	06/28/2016	00	
				08	12	06/21/2016	08/02/2016	00	
				08	12	06/15/2016	08/03/2016	03	
				08	12	06/14/2016	08/02/2016	00	
				08	12	12/14/2016	06/08/2017	03	
				08	12	06/14/2016	08/02/2016	00	
School Count Total 12									
District Count Total 1444									

Records with local student errors are excluded from this report.

Version 1  
 Marss11\_List\_Of\_Graduate\_Students

# MARSS 24

## List of All Student Records

- Fall and EOY local report
- List of all students included on the most recently edited MARSS file.
- Use to identify missing or duplicate students.
- Verify that those students who graduated are reported with Status End code 08.
- Verify that those students who did not graduate do not have Status End code 08 reported.
- Retrieve report by:
  - District
  - School
  - Grade Level

# List of All Student Records continued

- Report can be exported into Excel
- All Date Elements included in the Excel file
- Sort and Filter by:
  - Grade Level, or
  - Status End code



- MARSS 26 – Fall Checkoff Comparison
- MARSS 39 – Returning Graduates
- MARSS 42 – EOY Checkoff Comparison
- MARSS 61 – Unknowns for Graduation Cohort

# MARSS 26

## Fall Checkoff Comparison

- Fall statewide report
- Report is only available after a fall statewide edit.
- Provides counts of students reported under several data categories and compares the current year with data reported in the just prior year's final fall MARSS file.
- First page shows October 1 enrollment by grade.
- Second page shows counts of students in various categories.
- Use to verify unusual or unexpected trends in data that might actually be a reporting error.



SCHOOL DISTRICT

032  HIGH

## FALL CHECK-OFF COMPARISON REPORT

This report compares your MARSS data submitted from Final Fall FY15/16 to the Fall FY16/17 that was loaded on 01/04/2017. Counts use the Oct 1 flag or Dec 1 flag unless otherwise noted. \*\*\*

GRADE COMPARISON *			
Grade	Fall 2015-16	Fall 2016-17	Percent Change
EC	0	0	****%
PS	0	0	****%
PK	0	0	****%
HK	0	0	****%
KG	0	0	****%
01	0	0	****%
02	0	0	****%
03	0	0	****%
04	0	0	****%
05	0	0	****%
06	0	0	****%
07	0	0	****%
08	0	0	****%
09	535	551	2.99%
10	473	554	17.12%
11	448	485	8.26%
12	457	430	-5.91%
Total Students - Unduplicated Count	1913	2020	5.59%
Grade Comparisons Verified by:			

## FALL CHECK-OFF COMPARISON REPORT

This report compares your MARSS data submitted from Final Fall FY15/16 to the Fall FY16/17 that was loaded on 01/04/2017. Counts use the Oct 1 flag or Dec 1 flag unless otherwise noted. \*\*\*

DATA ITEM *	Oct 1/Dec 1 Flag	Fall 2015-16	Fall 2016-17	Percent Change	Verified By ***
Total number of students served on October 1	Oct. 1	0	0	***%	
Eligible for Free Meals (Economic Indicator = 2)	Oct. 1	0	0	***%	
Eligible for Reduced Meals (Economic Indicator = 1)	Oct. 1	0	0	***%	
Students of Color (Ethnicity = 1,2,3,4)	Oct. 1	0	0	***%	
American Indian (Ethnicity = 1)	Oct. 1	0	0	***%	
Asian/Pacific Islander (Ethnicity = 2)	Oct. 1	0	0	***%	
Hispanic (Ethnicity = 3)	Oct. 1	0	0	***%	
Black (Ethnicity = 4)	Oct. 1	0	0	***%	
White (Ethnicity = 5)	Oct. 1	0	0	***%	
Spec Pupil	Oct. 1	0	0	***%	
Homebound	Oct. 1	0	0	***%	
Homeless	Oct. 1	0	0	***%	
Open Enrolled Students (SAC = 01, 03, 04, 11 or 12)	Oct. 1	0	0	***%	
Shared Time (SAC=16,17,18)	***	0	0	***%	
Home Primary Language not Equal to English	Oct. 1	0	0	***%	
English Learners (EL=Y)	Oct. 1	0	0	***%	
EL Served (EL with valid EL start date)	Oct. 1	0	0	***%	
Special Education (Evaluation Status = 4, 6 or 9)	Dec. 1	0	0	***%	
Special Education Public (SAC <= 16,17,18)	Dec. 1	0	0	***%	
Special Education Non-Public (SAC 16,17,18)	Dec. 1	0	0	***%	
Served outside MN (SAC =14)	***	0	0	***%	
Students Served in MN Private C & T (SAC 28)	***	0	0	***%	
Migrant	Oct. 1	0	0	***%	
Gifted/Talented (G/T=Y)	Oct. 1	0	0	***%	
Extended School Year (SAC 46)	***	0	0	***%	
Pre-school Screening (grade = PS)	Oct. 1	638	628	23.78%	
Students Graduating in Summer	***	0	0	***%	
PK eligible for funding	Oct. 1	0	0	***%	

# MARSS 39 Returning Graduates

- Fall statewide report.
- List of students who were reported as graduates, Status End code 08, on the district's just prior school year's EOY files, yet are re-enrolled somewhere in Minnesota on the current fall files.
- Available only after a fall statewide edit.
- Use to verify that the prior year's seniors who did not graduate have the correct Status End code.
  - If the student did graduate, work with the MARSS coordinator in the reporting district to remove the student from the fall MARSS file.
  - If the student did not graduate in the prior year, Status End code needs to be changed from 08 to 40 on the prior year record.

## FY16 Graduates Who Re-Enrolled in FY17

The purpose of this report is to provide a list of students who have been reported as a high school graduates in FY16 but are still enrolled in FY17. Students are ineligible to generate state aid after graduating. Students with IEP's should not be reported as graduates until they have met the requirements of their IEP. Students who complete credits to graduate during the ALCs 20016 summer term are not considered graduates until the following school year, e.g., June-August 20016 is the beginning of the ALCs' FY17 school year.

If any of these students really did not graduate in FY16, update the student's Status End code on your EOY (end of year) FY16 MARSS file and resubmit your file in the normal manner before the final submission. However, if these students did graduate in FY16, delete the students from your FY17 MARSS files, if you are the enrolling district, or contact the enrolling district - - these students are ineligible to generate general education revenue in FY17. Students with multiple enrollment records in FY16 and/or FY17 will have multiple lines on this report. Contact [marss@state.mn.us](mailto:marss@state.mn.us) (651-582-8486) with any questions on this report.

SCHOOL DIST.

Student Name	MARSS #						
Cycle	District	Sch Num	School Name	Enroll Date	End Date	SEC	Grade
<input type="text"/>	<input type="text"/>		<input type="text"/>				
FY16 EOY	<input type="text"/> :07	10	<input type="text"/> HIGH SC	09/03/2015	06/08/2016	8	12
<input type="text"/>	<input type="text"/>		<input type="text"/>				
FY17 FALL	<input type="text"/> :01	468	<input type="text"/> YS	09/06/2016	06/08/2017	8	12

Total Returning Graduates: 1

# MARSS 42

## EOY Checkoff Comparison

- EOY statewide report.
- Report is available only after an EOY statewide edit.
- Provides counts of students reported under several data categories, and compares the current year with data reported in the just prior year's final EOY MARSS file.
- First page shows enrollment for the year by grade.
- Second page shows counts of students by various categories for the final end-of-year counts.

## EOY Checkoff Comparison continued

- Extended School Year (ESY) records are excluded from all but the ESY row on the second page. Students reported with State Aid Category (SAC) 46.
- Use the report to identify unusual or unexpected trends in data that might be a reporting error.

SCHOOL DIST.  
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## EOY CHECK-OFF COMPARISON REPORT

This report compares your MARSS data submitted from Final End of Year FY15/16 to the most recent End of Year FY16/17 that was loaded on 05/01/2017.

GRADE COMPARISON *			
Grade	EOY 2015-16	EOY 2016-17	Percent Change
EC	0	0	****%
PS	0	0	****%
HK	0	0	****%
KG	0	0	****%
01	0	0	****%
02	0	0	****%
03	0	0	****%
04	0	0	****%
05	0	0	****%
06	284	292	2.82%
07	275	281	2.18%
08	274	275	0.36%
09	284	286	0.70%
10	270	274	1.48%
11	220	252	14.55%
12	200	196	-2.00%
Total Students - Unduplicated Count	1,807	1,856	2.71%
Grade Comparisons Verified by:			

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SCHOOL DIST.  
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DARY

## EOY CHECK-OFF COMPARISON REPORT

This report compares your MARSS data submitted from Final End of Year FY15/16 to the most recent End of Year FY16/17 that was loaded on 05/01/2017.

DATA ITEM *	EOY 2015-16	EOY 2016-17	Percent Change	Verified By ***
Total number of students served	1,807	1,856	2.71%	
Eligible for Free Meals (Economic Indicator = 2)	631	695	10.14%	
Eligible for Reduced Meals (Economic Indicator = 1)	175	190	8.57%	
Students of Color (Ethnicity = 1,2,3,4)	707	726	2.69%	
American Indian (Ethnicity = 1)	22	14	-36.36%	
Asian/Pacific Islander (Ethnicity = 2)	41	50	21.95%	
Hispanic (Ethnicity = 3)	458	458	0.00%	
Black (Ethnicity = 4)	186	204	9.68%	
White (Ethnicity = 5)	1,100	1,130	2.73%	
Spec Pupil	0	0	****%	
Homebound	0	1	****%	
Homeless	14	16	28.57%	
Open Enrolled Students (SAC = 01, 03, 04, or 11)	455	449	-1.32%	
Shared Time (SAC=16,17,18)	0	0	****%	
Home Primary Language not Equal to English	299	308	3.01%	
English Learners (EL=Y)	60	42	-30.00%	
EL Served (EL=Y with valid EL start date)	60	42	-30.00%	
Special Education (Evaluation Status = 4 or 6 or 9)	277	274	-1.08%	
Special Education Public (SAC <= 16,17,18)	277	274	-1.08%	
Special Education Non-Public (SAC 16,17,18)	0	0	****%	
Served outside MN (SAC = 14 or 52)	0	0	****%	
Students Served in MN Private C & T (SAC 28)	0	1	****%	
Migrant	0	0	****%	
PSEO Participation (PSEO=Y)	42	8	-80.95%	
Students Coded as Dropouts During the Year	24	9	-62.50%	
Seniors	200	196	-2.00%	
Graduates	155	151	9.70%	
SAC 08 (Graduated)	165	151	9.70%	
Transportation Category Totals **	1,807	1,856	2.71%	
Walkers (Transportation Category = 00)	1,270	1,226	-3.46%	
Regular (Transportation Category = 01)	262	269	2.67%	
Excess (Transportation Category = 02)	196	320	63.27%	
Disabled (Transportation Category = 03)	34	30	-11.76%	
Desegregation (Transportation Category = 04)	0	0	****%	
Ineligible (Transportation Category = 05)	49	22	-55.10%	
Special Transportation (Transportation Category = 06)	10	13	30.00%	
Gifted/Talented	0	0	****%	
Extended School Year (SAC 46)	0	0	****%	
Pre-school Screening (Grade = PS)	0	0	****%	



# MARSS 61

## Unknowns for Graduation Cohorts

- Fall statewide report.
- List of public school students in grades 9 through 12 who were last reported by this district/charter school who are not reported as public school students on the following fall's MARSS files.
- Students have not been reported as summer graduates, leavers or dropouts.

# Unknowns for Graduation Cohorts continued

- Students are considered *unknown* in the appropriate year's graduation rate calculations.
- Use to verify if students graduated, dropped out, passed away or transferred to a nonpublic school or another state/country and report on the following fall and EOY MARSS file.

# MARSS 61

Run Date: 1/8/2017 4:48:28PM

Minnesota Department of Education  
FY 2016 Students in Grades 9-12 Unknown in Fall FY 2017

01 [REDACTED] SCHOOL DISTRICT  
[REDACTED] SENIOR HIGH

This is a list of public school students in grades 9 through 12 who were last reported by this district or charter school, who are not reported as public school students by any district or charter school on the following Fall's MARSS report and the students have not been reported as summer graduates, leavers, or dropouts. These students will be considered as Unknown in the appropriate year's graduation rate calculations because they were expected to re-enroll in a Minnesota public school during the following school year. The completeness and accuracy of this report is dependent on the Fall MARSS submissions received by all districts and charter schools. Students who graduated, dropped out, died or transferred to a nonpublic school or school in another state or country can be reported with SAC 98 and the appropriate Status End code on the Fall MARSS file. Refer to the MARSS Manual, Reporting Procedure 12 for more information on reporting summer graduates, dropouts and leavers.

Student Name	Student Number	Grade	Enroll Date	End Date	SEC
[REDACTED]	[REDACTED]	09	01/12/2016	05/27/2016	20
[REDACTED]	[REDACTED]	10	09/09/2015	06/09/2016	40
[REDACTED]	[REDACTED]	10	09/29/2015	04/07/2016	22
[REDACTED]	[REDACTED]	11	09/09/2015	06/09/2016	40
[REDACTED]	[REDACTED]	11	09/09/2015	01/29/2016	99

This report compares data from EOY MARSS files and Fall MARSS files. The EOY files used are those submitted from the most recent EOY statewide edit, not necessarily from a district's most recent EOY file submitted.

# Summer Dropout and Summer Leavers

## Summer Dropouts and Summer Leavers

# Summer Dropouts

- Student was enrolled at the end of the previous school year, Status End code 40, and
- Not enrolled by the final file submission of the current year and are not known to be enrolled in school elsewhere, and
- Have not graduated from high school or completed a state- or district-approved education program, and
- Have not passed away.

# Summer Leavers

- Student was enrolled in the district at the end of the previous school year, Status End code 40, and
- Experienced one of the following prior to the start of the following school year:
  - Transferred to a Minnesota nonpublic or home school, with proper documentation (request for records from a nonpublic school) (Status End code 03), or
  - Transferred to a school in another state or country, with proper documentation (request for records from another state) (Status End code 05), or
  - Passed away (Status End code 11), or
  - Committed to a correctional facility where education is provided but not reported on MARSS and are not enrolled in a Minnesota public school by the last submission for the reporting cycle (Status End code 13).

# Summer Leavers (2)

- A summer leaver record is not needed for a student who transfers to another Minnesota public school as a public school student.
- A summer leaver record **is** needed for shared-time students.

# Reporting Summer Dropouts and Summer Leavers

- Status Start and Status End Dates between June 30 and first week of September.
- State Aid Category = 98.
- Grade Level reported is grade students would have been in during the current school year.
- Last Location of Attendance = 00.



# Reporting Summer Leavers (2)

- Status End:
  - Dropouts: appropriate code to reflect the reason
  - 03 Transfer (nonpublic/home school)
  - 05 (other state/country)
  - 11 (Passed Away)
  - 13 (correctional facility)
- Transportation Category = 00

## Four-Year Graduation Rate: Overview

# Graduation Rate Calculation

- Computed in February when:
  - Prior year EOY MARSS is final
  - Current year fall MARSS is final
- $\text{Number of Graduates} / \text{Number of Students in Cohort}$

# Graduation Rates: Cohort

- Students are assigned to a grade/year cohort when first reported as enrolled in 9<sup>th</sup> grade as a Minnesota public school student.
- Student is expected to graduate in four years.
- Students who first enroll in a Minnesota public school in any grades 10-12 are assigned the corresponding cohort.
- Student remains in that cohort, in that school and district, until MARSS reporting indicates graduation, transfer to another school, moved out of country/state or passed away.

# Numerator: Count of Students Expected to Graduate and Did Graduate

- Students in the **2019** cohort will be counted in the four-year graduation rate:
  - EOY Fiscal Year (FY) **2019** MARSS files: Reported with Status End code 08 and are not reported as enrolled on the following fall MARSS files.
  - Fall FY **2020** MARSS files: Reported with Status End code 08 on or before September 15, with no later enrollment record, whether or not SAC 98.

# Denominator: 2016 Cohort Count

- All students from the original 9<sup>th</sup> grade cohort
  - plus**
- All students who entered the cohort as 10<sup>th</sup>, 11<sup>th</sup> or 12<sup>th</sup> grade students
  - minus**
- All students who prior to the end of FY **2019**:
  - Transferred to another school's cohort
  - Transferred to an other than a Minnesota public school, including nonpublic/home schools, schools in correctional facilities
  - Transferred to a school outside of Minnesota
  - Moved out of the country
  - Passed away

- Report summer graduates on both the fall and EOY MARSS files.
- Report summer leavers on the fall and EOY MARSS files.
  - Not all of the fall records will impact the four-year graduation rate, but it's easier to report the students rather than determine which ones do not need to be reported in the fall!

# Specific Questions

- Does a SAC 98 cause the records to be ignored in some reports/calculations but not others?
  - Yes
- Which Status End codes can be used with SAC 98?
  - 03, 05, 08, 11, 13
  - All dropout Status End codes are valid
- What grade levels are reported with SAC 98?
  - Any student can be reported but the focus is on students that have been included in a graduation cohort – grades 9-12.



# Specific Questions continued

- When should a record with a SAC 98 be deleted?
  - Delete the summer record with SAC 98 when the student re-enrolls in a Minnesota public school during the current year.
- What if a student doesn't re-enroll in a Minnesota public school until after the fall reporting cycle is closed?
  - Do not delete the summer SAC 98 record as the student was not re-enrolled prior to October 1.

# Questions?



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# Thank you!

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