



October Snapshot Extract

Understanding and Creating the SIRS October Snapshot Extract File

State Reporting Information Changes

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October Snapshot Extract Population

Which students are included in the extract?

- Classified CSE and CPSE students with an IEP that is in effect on October 4, 2023 with programs and/or related services with dates that span October 4, 2023.

CSE	CPSE
Classified	Classified Preschool
Classified Charter School Enrollment	Court or State Placed – Out of State
Classified Charter School Dual Enrollment	
Classified PP within District Dual Enrollment	
Classified PP NR within District Dual Enrollment	
Court or State Placed – Out of State	
Classified PP in Other Public School District	
Classified PP NR Within District No Services	
Classified PP within District No Services	



October Snapshot Extract Data Elements

Field Name	Frontline IEP Source of Data	Included in Extract Preview/Download Mode?
District Code (BEDS code)	District/Agency Information (Maintenance)	Preview and Download Mode
Location code	Recommended School Information (Maintenance) – if not entered, defaults to '0000'	Preview and Download Mode
School Year Date	Defaulted to 2023-06-30	Preview and Download Mode
Student ID	Master Demographics	Preview and Download Mode
Last Name	Master Demographics	Preview Mode
First Name	Master Demographics	Preview Mode
Middle Initial	Master Demographics	Preview Mode
Primary Service Code	State Reporting Information Section (Document Details)	Preview and Download Mode
Primary Placement Type	State Reporting Information Section (Document Details)	Preview and Download Mode
Snapshot Date	Defaulted to 2023-10-05	Preview and Download Mode
Primary Service Provider Code	State Reporting Information Section (Document Details)	Preview and Download Mode
School Aged Indicator	If CPSE, field defaults to 'N'; If CSE, field defaults to 'Y'	Preview and Download Mode



State Reporting Information

- The information reported in the October Snapshot Extract is derived mainly from the State Reporting Information section on the student's finalized document that was in effect on the Snapshot Date of 10/4/23.
- Some data elements are available only for CPSE students; some only for CSE students.



State Reporting Information

CSE Students

Early School Age (ESA)

School Age 5-21

State Information Reporting Information for CSE

A *Student is 5 years of age as of the Snapshot date of October 05, 2022.
Student's Least Restrictive Environment Information will be calculated as an Early School Age Student*

B **Early School Age Students (4-5 Years Old) Least Restrictive Environment Information**
 Early School Age (ESA) Least Restrictive Environment (LRE) Setting:
 Total Weekly Regular Early Childhood Program Minutes:¹
 SIRS ESA Least Restrictive Environment:

C **School Age Students (5-21 Years Old) Least Restrictive Environment Information**
 SIRS Time out of Regular Education (TORC): 6%
 SIRS CSE Least Restrictive Environment (LRE) Setting: **Automatically calculated : 94 %**

D **School Age Students (4-21 Years Old) Information**
 SIRS CSE Primary Placement Type: **Automatically calculated.**
 Date of Exit:
 SIRS Exit Reason:
 SIRS Postsecondary Plan:

¹ Total Weekly Regular Early Childhood Program Minutes: Indicates the total weekly minutes the early school age student attends a regular early childhood program in addition to any district placement.

- A. Based on the student's Date of Birth entered in Master Demographics, this section of the screen calculates the student's age as of the October Snapshot date and identifies whether section B (Early School Age Students 4-5 years of age) or section C (School Age Students 5-21 years of age) must be completed.
- B. This section must be completed for CSE students who are age 4 and attending Kindergarten or age 5 and not attending Kindergarten as of the October Snapshot date to report students aged 5 and not attending Kindergarten correctly, the Expected Grade field in Committee Recommendations cannot be our built-in "Kdg." Grade value.
- C. This section must be completed for CSE students who are age 5 and attending Kindergarten/1st Grade or age 6 through 21 as of the October Snapshot date
- D. This section must be completed for all CSE students



CSE State Reporting Information

Early School Age (ESA) LRE Setting Default Rules

A. Least Restrictive Environment (LRE) Setting is defaulted based on the following rules:

1. If Recommended School SIRS Primary Setting = "Regular School Non-disabled students", then ESA LRE Setting = "Enrolled in a Regular Early Childhood Program"
2. If Recommended School SIRS Primary Setting = "Separate School", then ESA LRE Setting will default to "Separate School"
3. If Recommended School SIRS CSE Primary Placement Type = "PLC02: Residential Placement by School District (Article 89)", then ESA LRE Setting will default to "Residential Facility"
4. If Recommended School SIRS Primary Setting = "Home", then ESA LRE Setting will default to "Home"
5. If Recommended School SIRS Primary Setting = "Incarcerated County Correctional Facility", then the ESA LRE Setting will default to "Incarcerated"

NOTE: Users must determine and manually select the ESA LRE Setting values of "Separate Class" and "Service Provider Location"



CSE State Reporting Information

Early School Age (ESA) Total Weekly Regular Early Childhood Program Minutes

*Student is 4 years of age as of the Snapshot date of October 05, 2022.
Student's Least Restrictive Environment Information will be calculated as an Early School Age Student.*

Early School Age Students (4-5 Years Old) Least Restrictive Environment Information

Early School Age (ESA) Least Restrictive Environment (LRE) Setting:	Service Provider Location or some other location that is not in any other code.
Total Weekly Regular Early Childhood Program Minutes: ¹	0
SIRS ESA Least Restrictive Environment:	

B. Total Weekly Regular Early Childhood Program Minutes

- This field is enabled only when the ESA LRE Setting field = “Enrolled in a Regular Early Childhood Program”
- The total weekly regular early childhood program minutes are those weekly minutes the student is enrolled in an enrichment program, in addition to time spent in any district placement.



CSE State Reporting Information Early School Age (ESA) Least Restrictive Environment Default Rules for Parentally Placed Students

Student is 4 years of age as of the Snapshot date of October 05, 2022.
Student's Least Restrictive Environment Information will be calculated as an Early School Age Student.

Early School Age Students (4-5 Years Old) Least Restrictive Environment Information

Early School Age (ESA) Least Restrictive Environment (LRE) Setting:

Total Weekly Regular Early Childhood Program Minutes:¹

SIRS ESA Least Restrictive Environment: Automatically calculated

School Age Students (5-21 Years Old) Least Restrictive Environment Information

SIRS Time out of Regular Education (TORC):

SIRS CSE Least Restrictive Environment (LRE) Setting:

School Age Students (4-21 Years Old) Information

SIRS CSE Primary Placement Type:

Date of Exit:

SIRS Exit Reason:

SIRS Postsecondary Plan:

¹ Total Weekly Regular Early Childhood Program Minutes: Indicates the total weekly minutes the early school age student attends a regular early childhood program in addition to any district placement.

C. Majority of Services Delivered in/SIRS ESA Least Restrictive Environment for Parentally Placed Students

- The SIRS ESA Least Restrictive Environment for Parentally Placed Students will be automatically calculated based on the selection made in the “Early School Age (ESA) Least Restrictive Environment (LRE) Setting” field.
- If “Enrolled in a Regular Early Childhood Program” is chosen, the SIRS ESA LRE field will be set to either “Parentally placed in a nonpublic elementary school and receiving majority of hours of special education and related services in the regular classroom” or “Parentally placed in a nonpublic elementary school and receiving majority of hours of special education and related services in some other location based on the TORC values in the Programs and Related Services section.
- If “No Services” is chosen, the SIRS ESA LRE field will be set to “Parentally placed in a nonpublic elementary school and NOT receiving publicly funded special education and related services.”
- *NOTE: DO NOT touch the calculator icon/button.*



CSE State Reporting Information Early School Age (ESA) Least Restrictive Environment Default Rules:

Attending Regular Early Childhood Program 10 Hours or More per Week

*Student is 4 years of age as of the Snapshot date of October 05, 2022.
Student's Least Restrictive Environment Information will be calculated as an Early School Age Student.*

Early School Age Students (4-5 Years Old) Least Restrictive Environment Information	
Early School Age (ESA) Least Restrictive Environment (LRE) Setting:	Enrolled in a Regular Early Childhood Program
Total Weekly Regular Early Childhood Program Minutes: ¹	0
SIRS ESA Least Restrictive Environment:	Attending a regular early childhood program for 10 or more hours a week and receiving tr Automatically calculated

C. SIRS ESA Least Restrictive Environment is defaulted based on the following rules:

This field defaults to “Attending regular early childhood program for 10 or more hours a week and receiving the majority of hours of special education and related services in the regular early childhood program. Or a 4-year old attending Kindergarten for 10 or more hours a week and receiving the majority of special education and related services in the Kindergarten” when

1. the ESA LRE Setting = “Enrolled in a Regular Early Childhood Program”
2. the Decision/Status field in the Committee Recommendation section is equal to:
 - Classified
 - Classified PP in Other Public School District
 - Classified Charter School Enrollment
 - Classified Charter School Dual Enrollment
 - Court or State Placed-Out-of-State
3. the sum of weekly bell-to-bell minutes of the Recommended School plus any Total Weekly Regular Early Childhood Program Minutes is 10 or more hours (600 weekly minutes or more)
4. the majority of hours of the Programs and Related Services are provided in the Regular Early Childhood Program (TORC = No).

Attending a regular early childhood program for 10 or more hours a week and receiving the majority of hours of special education and related services in some other location. Or, 4-year-old attending Kindergarten for 10 or more hours a week and receiving the majority of hours of special education and related services in some other location.” when

1. the ESA LRE Setting = “Enrolled in a Regular Early Childhood Program”
2. the Decision/Status field in the Committee Recommendation section is equal to:
 - Classified
 - Classified PP in Other Public School District
 - Classified Charter School Enrollment
 - Classified Charter School Dual Enrollment
 - Court or State Placed-Out-of-State
3. the sum of weekly bell-to-bell minutes of the Recommended School plus any Total Weekly Regular Early Childhood Program Minutes is 10 or more hours (600 weekly minutes or more)
4. the majority of hours of the Programs and Related Services are provided in a non-integrated setting (TORC = Yes)



CSE State Reporting Information Early School Age (ESA) Least Restrictive Environment Default Rules: Attending Regular Early Childhood Program Less Than 10 Hours per Week

*Student is 4 years of age as of the Snapshot date of October 05, 2022.
Student's Least Restrictive Environment Information will be calculated as an Early School Age Student.*

Early School Age Students (4-5 Years Old) Least Restrictive Environment Information	
Early School Age (ESA) Least Restrictive Environment (LRE) Setting:	Enrolled in a Regular Early Childhood Program
Total Weekly Regular Early Childhood Program Minutes: ¹	0
SIRS ESA Least Restrictive Environment:	Attending a regular early childhood program for 10 or more hours a week and receiving tr Automatically calculated

C. SIRS ESA Least Restrictive Environment is defaulted based on the following rules:

This field defaults to Attending a regular early childhood program for less than 10 hours a week and receiving the majority of hours of special education and related in the regular early childhood program. Or, 4-year-old attending Kindergarten for less than 10 hours a week and receiving the majority of hours of special education and related services in the Kindergarten.” when

1. the ESA LRE Setting = “Enrolled in a Regular Early Childhood Program”
2. the Decision/Status field in the Committee Recommendation section is equal to:
 - Classified
 - Classified PP in Other Public School District
 - Classified Charter School Enrollment
 - Classified Charter School Dual Enrollment
 - Court or State Placed-Out-of-State
3. the sum of weekly bell-to-bell minutes of the recommended school plus any Total Weekly Regular Early Childhood Program Minutes is less than 10 hours (599 weekly minutes or less)
4. the majority of hours of the programs and related services are provided in the regular early childhood program (TORC = No).

This field defaults to “Attending a regular early childhood program for less than 10 hours a week and receiving the majority of hours of special education and related services in some other location. Or, 4-year-old attending Kindergarten for less than 10 hours a week and receiving the majority of hours of special education and related services in some other location.” when

1. the ESA LRE Setting = “Enrolled in a Regular Early Childhood Program”
2. the Decision/Status field in the Committee Recommendation section is equal to:
 - Classified
 - Classified PP in Other Public School District
 - Classified Charter School Enrollment
 - Classified Charter School Dual Enrollment
 - Court or State Placed-Out-of-State
3. the sum of weekly bell-to-bell minutes of the recommended school plus any Total Weekly Regular Early Childhood Program Minutes is less than 10 hours (599 weekly minutes or less)
4. the majority of hours of the programs and related services are provided in a non-integrated setting (TORC = Yes)



CSE State Reporting Information


Early School Age (ESA) LRE Calculator

The LRE Calculator will recalculate the LRE Environment based on the rules defined in the previous slides.

- Users can click the calculator to recalculate the LRE default settings when they have manually selected an LRE Setting and want to automatically recalculate it based on the defined rules.
- When the default value for LRE Setting is used, or when the user clicks the LRE calculator icon, the message “*Automatically calculated: xx%” displays next to the field.
- If the user manually selects a different option from the LRE drop down list, the message “*Manually edited by user” displays next to the field when the user clicks Save.
- **NOTE: DO NOT use the LRE Calculator for Parentally Placed students.**



CSE State Reporting Information School Age Students (5-21) Least Restrictive Environment Default Rules

School Age Students (5-21 Years Old) Least Restrictive Environment Information	
SIRS Time out of Regular Education (TORC):	4.5
SIRS CSE Least Restrictive Environment (LRE) Setting:	<input type="text" value="Inside the regular classroom 80% or more of the day"/>  Automatically calculated : 95.5 %

A. SIRS Time out of Regular Education (TORC)

This field automatically calculates the percentage of time the student spends receiving programs and/or related services outside the regular classroom when the Recommended School the student is attending includes non-disabled students. If the student attends a non-integrated school, the value "N/A" will display. This is a calculated field and CANNOT be edited.

B. Least Restrictive Environment (LRE) Setting is defaulted based on the following rules:

1. If Private School Placed By Parent School/Agency field = "Home Schooled" then LRE = "Home Schooled at Parents Choice", *otherwise*
2. If Recommended School SIRS Primary Setting = "Regular School Non-disabled students", then TORC is calculated and the correct percentage band for LRE is selected¹
3. If Recommended School SIRS Primary Setting = "Separate School", then TORC will display as "N/A" and LRE will default to "Separate School"
4. If Recommended School SIRS Primary Setting = "Hospital In-patient", then TORC will display as "N/A" and LRE will default to "Hospital In-patient"
5. If Recommended School SIRS Primary Setting = "Home", then TORC will display as "N/A" and LRE will default to "Home Instruction – Placed on Home Instruction by the CSE"
6. If Recommended School SIRS Primary Setting = "Incarcerated County Correctional Facility", then TORC will display as "N/A" and LRE will default to "Incarcerated County Correctional Facility"



CSE State Reporting Information School Age (5-21 Years Old) LRE Calculator

The LRE Calculator will recalculate the LRE Setting based on the rules defined in the previous slides.

- Users can click the calculator to recalculate the LRE default settings when they have manually selected an LRE Setting and want to automatically recalculate it based on the defined rules.
- When the default value for LRE Setting is used, or when the user clicks the LRE calculator icon, the message “*Automatically calculated: xx%” displays next to the field.
- If the user manually selects a different option from the LRE drop down list, the message “*Manually edited by user” displays next to the field when the user clicks Save.



CSE State Reporting Information

Primary Placement Type

School Age Students 4-21 Years Old

School Age Students (4-21 Years Old) Information

SIRS CSE Primary Placement Type: PLC03: Non Residential placement by school district (Article 89) Automatically calculated.

Date of Exit:

SIRS Exit Reason:

SIRS Postsecondary Plan:

¹ Total Weekly Regular Early Childhood Program Minutes: Indicates the total weekly minutes the early school age student attends a regular early childhood program in addition to any

C. SIRS CSE Primary Placement Type

The Primary Placement defaults to the CSE Primary Placement Type value of the Recommended School entry selected for the student. This field is editable, and defaults to the value saved in CSE Primary Placement Type field of the Recommended School entry in Maintenance (Article 81 or Article 89 placement, or, if not applicable, “N/A”). When the default value for Primary Placement is used, “*Automatically calculated*” displays next to the field. If the user manually selects a different option from the Primary Placement drop down list, the message “*Manually edited by user*” displays next to the field when the user clicks Save.

The user may click on the LRE calculator icon to default the Primary Placement field back to the value in the Recommended School entry. Please note, however that the LRE field will be automatically recalculated by the system as well (this means that a manual entry of LRE will be overwritten – user will have to reselect the desired value).



State Reporting Information

CPSE Students



CPSE State Reporting Information

LRE Setting, Program Minutes

A. SIRS CPSE Least Restrictive Environment (LRE) Setting

SIRS CPSE Least Restrictive Environment (LRE) Setting is manually selected by user. If the parents have enrolled the child in a program with regular non-disabled students, users should select “Regular Early Childhood Program”; otherwise the users should select one of the other non-integrated settings available. The value selected in this field will determine the default value the system will set for the SIRS CPSE Least Restrictive Environment (LRE) field.

B. Total Weekly Regular Early Childhood Program Minutes

Enter the total weekly minutes the child is enrolled in a regular early childhood program when the LRE Setting is set to “Regular Early Childhood Program”.



CPSE State Reporting Information

Least Restrictive Environment Default Rules:

Attending Regular Early Childhood Program 10 Hours or More per Week

State Reporting Information	
SIRS CPSE Least Restrictive Environment (LRE) Setting:	Regular Early Childhood Program
Total Weekly Regular Early Childhood Program Minutes:	630
SIRS CPSE Least Restrictive Environment (LRE):	<i>Attending a regular early childhood program for 10 or more hours a week and receiving the majority of hours of special education and related services in the regular early childhood program</i> *Automatically calculated
SIRS CPSE Primary Services Program:	<i>Related Services and SEIT</i>
SIRS CPSE Primary Service Provider:	
Primary Service Provider SED Code:	
Date of Exit:	
SIRS Exit Reason:	

SIRS CPSE Least Restrictive Environment (LRE) is defaulted based on the following rules:

This field defaults to “Attending a regular early childhood program for 10 or more hours a week and receiving the majority of hours of special education and related services in the regular early childhood program” when

1. the CPSE LRE Setting = “Regular Early Childhood Program”
2. the Decision/Status field in the Committee Recommendation section is equal to
 - Classified Preschool
 - Classified Preschool Court or State Placed-Out-of-State
3. the Total Weekly Regular Early Childhood Program Minutes is 10 or more hours (600 weekly minutes or more)
4. the majority of hours of the programs and related services are provided in the regular early childhood program (TORC=No).

This field defaults to “Attending a regular early childhood program for 10 or more hours a week and receiving the majority of hours of special education and related services in some other location” when

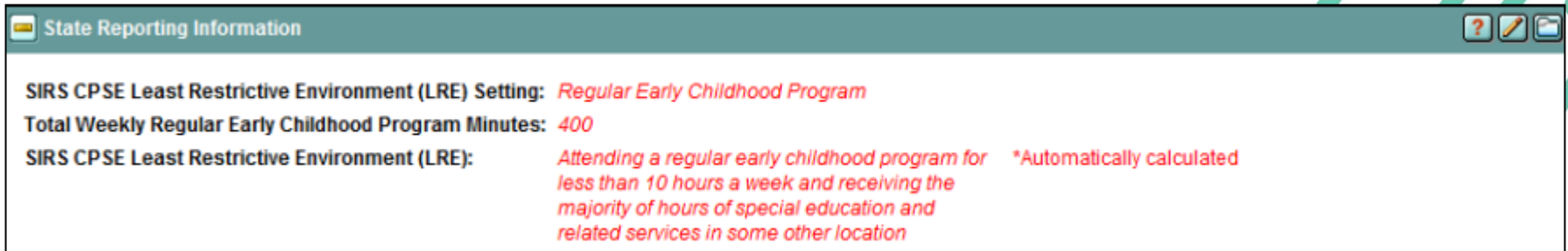
1. the CPSE LRE Setting = “Regular Early Childhood Program”
2. the Decision/Status field in the Committee Recommendation section is equal to
 - Classified Preschool
 - Classified Preschool Court or State Placed-Out-of-State
3. the Total Weekly Regular Early Childhood Program Minutes is 10 or more hours (600 weekly minutes or more)
4. the majority of hours of the programs and related services are provided in a non-integrated setting (TORC = Yes)



CPSE State Reporting Information

Least Restrictive Environment Default Rules:

Attending Regular Early Childhood Program Less Than 10 Hours per Week



C. SIRS CPSE Least Restrictive Environment (LRE) is defaulted based on the following rules:

This field defaults to “Attending a regular early childhood program for less than 10 hours a week and receiving the majority of hours of special education and related services in the regular early childhood program” when

1. the CPSE LRE Setting = “Regular Early Childhood Program”
2. the Decision/Status field in the Committee Recommendation section is equal to
 - Classified Preschool
 - Classified Preschool Court or State Placed-Out-of-State
3. the Total Weekly Regular Early Childhood Program Minutes is less than 10 hours (599 weekly minutes or less)
4. the majority of hours of the programs and related services are provided in the regular early childhood program (TORC=No).

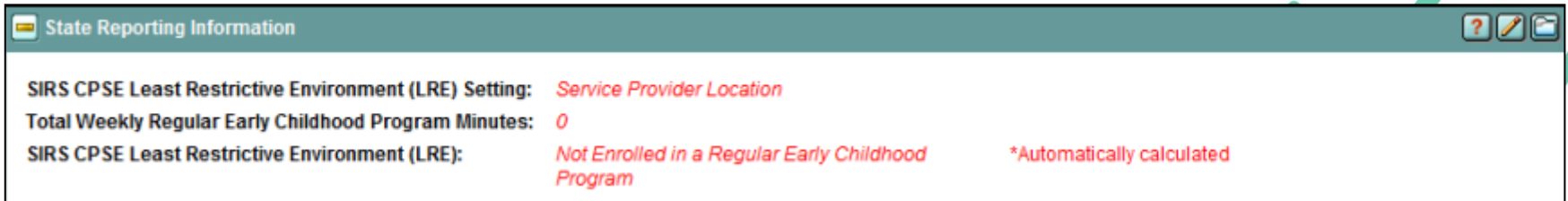
This field defaults to “Attending a regular early childhood program for less than 10 hours a week and receiving the majority of hours of special education and related services in some other location” when

1. the CPSE LRE Setting = “Regular Early Childhood Program”
2. the Decision/Status field in the Committee Recommendation section is equal to
 - Classified Preschool
 - Classified Preschool Court or State Placed-Out-of-State
3. the Total Weekly Regular Early Childhood Program Minutes is less than 10 hours (599 weekly minutes or less)
4. the majority of hours of the programs and related services are provided in a non-integrated setting (TORC = Yes)



CPSE State Reporting Information

Least Restrictive Environment Default Rules: Not Enrolled in a Regular Early Childhood Program



The screenshot shows a window titled "State Reporting Information" with the following content:

SIRS CPSE Least Restrictive Environment (LRE) Setting:	Service Provider Location	
Total Weekly Regular Early Childhood Program Minutes:	0	
SIRS CPSE Least Restrictive Environment (LRE):	Not Enrolled in a Regular Early Childhood Program	*Automatically calculated

C. SIRS CPSE Least Restrictive Environment (LRE) is defaulted based on the following rules:

The field defaults to “Not Enrolled in a Regular Early Childhood Program” when:

1. the CPSE LRE Setting is equal to
 - Separate Class
 - Separate School
 - Residential Facility
 - Home
 - Service Provider Location
2. the Decision/Status field in the Committee Recommendation section is equal to
 - Classified Preschool
 - Classified Preschool Court or State Placed-Out-of-State

CPSE State Reporting Information

LRE Calculator

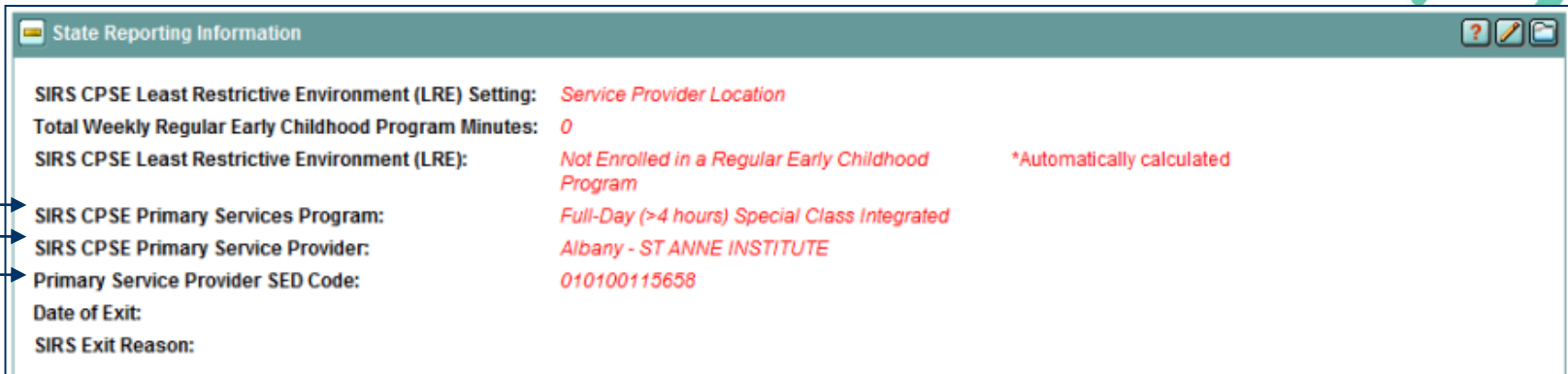
The LRE Calculator will recalculate the LRE Environment based on the rules defined in the previous slides.

- Users can click the calculator to recalculate the LRE default settings when they have manually selected an LRE Setting and want to automatically recalculate it based on the defined rules.
- When the default value for LRE Setting is used, or when the user clicks the LRE calculator icon, the message “*Automatically calculated:” displays next to the field.
- If the user manually selects a different option from the LRE drop down list, the message “*Manually edited by user” displays next to the field when the user clicks Save.



CPSE State Reporting Information

Primary Services Program, Primary Provider



The screenshot shows a window titled "State Reporting Information" with the following fields and values:

SIRS CPSE Least Restrictive Environment (LRE) Setting:	Service Provider Location
Total Weekly Regular Early Childhood Program Minutes:	0
SIRS CPSE Least Restrictive Environment (LRE):	Not Enrolled in a Regular Early Childhood Program *Automatically calculated
SIRS CPSE Primary Services Program:	Full-Day (>4 hours) Special Class Integrated
SIRS CPSE Primary Service Provider:	Albany - ST ANNE INSTITUTE
Primary Service Provider SED Code:	010100115658
Date of Exit:	
SIRS Exit Reason:	

D
E
F

D. SIRS CPSE Primary Services Program

This field displays the various service program choices defined by the State (SEIT Only, Related Services Only, etc.).

E. SIRS CPSE Primary Service Provider

This field displays the list of State approved providers for services. The provider selected should indicate the primary provider for services. The provider name may be listed under a county name other than the county that the district is located within.

F. Primary Service Provider SED Code

This field displays the associated SED code of the selected Primary Service Provider. It is derived and may not be edited.



Processing the October Snapshot Extract Data Validation Reports

Three types of reports are available to review and validate the student information included in the October Snapshot Extract:

- Inclusion Report
- Exception Report
- Exclusion Report

One set of reports is available for CSE; a second set of reports is available for CPSE. Both sets of reports are available on the Letters/Reports tab, Category equal to State Report. The reports are titled:

- October Snapshot Extract CSE Inclusion Report
- October Snapshot Extract CSE Exception Report
- October Snapshot Extract CSE Exclusion Report
- October Snapshot Extract CPSE Inclusion Report
- October Snapshot Extract CPSE Exception Report
- October Snapshot Extract CPSE Exclusion Report



Inclusion Reports

CSE Inclusion Report:

All CSE students whose IEPs were in effect on 10/4/23 with one of the Decision/Status values specified in the slide “October Snapshot Extract Population”.

- Broken out by LRE settings

CPSE Inclusion Report:

All CPSE students whose IEPs were in effect on 10/4/23 with one of the Decision/Status values specified in the slide “October Snapshot Extract Population”.

- Broken out by LRE Settings, by Primary Settings and by Primary Service Providers



Exception Reports

CSE Exception Report:

All CSE students whose IEPs were in effect on 10/4/23 with one of the Decision/Status values specified in the slide “October Snapshot Extract Population” but are missing one or more required data elements for the Fall Snapshot.

- Broken out by LRE settings

CPSE Exception Report:

All CPSE students whose IEPs were in effect on 10/4/23 with one of the Decision/Status values specified in the slide “October Snapshot Extract Population” but are missing one or more required data elements for the October Snapshot.

- Broken out by LRE Settings, by Primary Settings and by Primary Service Providers



Exclusion Reports

CSE Exclusion Report⁹

All CSE students whose IEPs were in effect on 10/4/23 but do not have one of the Decision/Status values specified in the slide “October Snapshot Extract Population”.¹

- Broken out by LRE settings

CPSE Exclusion Report:

All CPSE students whose IEPs were in effect on 10/4/23 but do not have one of the Decision/Status values specified in the slide “October Snapshot Extract Population”.¹

- Broken out by LRE Settings, by Primary Settings and by Primary Service Providers

¹Students with a Decision/Status of “Exited”, “Declassified” or “Declassified Support Services” on or before 10/5/22 are not included in this report.



Accessing the October Snapshot Extract

Click on the Maintenance tab.

Scroll down to the section labeled “Student Information Repository System (SIRS) Extracts”.

Locate the October Snapshot Extract link.

Select the School Year of the Extract data file.

Click the Preview or Download button



October Snapshot Extract - Preview

- Displays the field layout on the right hand side of the screen.
- Lists each student record included in the extract.
- Students with missing required data elements are highlighted with the text “{Data Missing}” (in pink).



Preview Mode – Sample Data

F1: District Code

Identifies the district

F2: Location Code

Derived from the Recommended School information in Maintenance, based on Recommended School entered in the document. If not entered, defaults to “0000”

F3: School Year Indicator

Identifies the school year of the snapshot data.

F5: Student General Ed ID

Derived from the student’s master demographic information

F31: Primary Service Code (CPSE Only)

Identifies the primary service provided to the child

F32: Primary Placement Code (CSE Only)

Identifies when the student is an Article 81 or Article 89 Placement

F35: Snapshot Date

Identifies the date of the snapshot data

F44: Primary Setting (LRE) Code

Identifies the “least restrictive environment” percentage range that the student falls within

F46: Primary Service Provider Code (CPSE Only)

Identifies the approved primary service provider

F47: School Age Indicator

Identifies whether or not the student is school-aged (if CPSE, then “N” is displayed, if CSE, then “Y” is displayed)



October Snapshot Extract - Download

Warning message displays when required data is missing, referring user to the October Snapshot Exception Report to identify those students with incomplete data.

File Download pop-up window displays when the Download button is selected, even when there are missing data elements¹.

Click “Open” to generate and view the extract file on screen.

Be sure to save the file as a CSV file format if this option is selected. Saving the download file as an Excel file will result in date formats being changed, which will cause errors when submitted to Level 0.

Click “Save” to generate and save the extract file.

Click “Cancel” to exit this window and return to the October Snapshot Extract screen.

¹NOTE: Users will still be able to generate the download file with missing data. The warning message is intended to make the user aware of potential Level 0 fatal errors, and to direct them to the October Snapshot Exception reports.

