

ALPS - Alternative Learning Program - FRD

June
2025

ALPS - Alternative Learning Program - FRD

- [Version Control](#)
- [Overview](#)
 - [Summary](#)
- [Functional Requirements](#)
 - [Reporting Population and Business Rules](#)
 - [Extract Editor Requirements](#)
 - [Report Data Elements](#)
 - [Calculations or Logic](#)

Version Control

Version	Date	SIS Case Number	Author(s)	Brief Description of Change
v1	5/22/2025		NCDPI	Initial creation of ALPS Extract report

Overview

Summary

North Carolina law requires that schools provide assistance to those students who are at risk of academic failure or of engaging in disruptive or disorderly behavior. The North Carolina State Board of Education (SBE) is charged with establishing the guidelines for setting up and evaluating Alternative Learning Programs (ALPS) that address the needs of at-risk students. An annual report is produced for the SBE on the demographics of students placed in ALPS.

Students may be assigned to an ALPS for unacceptable behavior or for other reasons, such as special academic needs, credit recovery, dropout recovery, and student or parental request.

North Carolina maintains stand-alone alternative schools and alternative programs. Programs can be sited at a numbered school or located at another site. Alternative schools and programs provide a student's primary instruction in core courses or in all courses for a designated period of time, usually a minimum of one academic grading period. More information on standards and procedures for operating ALPS may be found on the NCDPI website.

Due Dates

The Report Date Range runs from July 1st of the previous year through June 30th of the current year. The reporting years will be determined by the user selection from the 'Select a School Year' drop-list within the Setup section of the extract editor.

Scope and Purpose

This report details all ALPS program records that are either actively open or were closed within the reporting window. Data is organized by unique student ALPS program records and includes demographic, district, school, and program information.

Functional Requirements

Reporting Population and Business Rules

FR #	Requirement
1	The Report Date Range runs from 7/1/YYYY through 6/30/YYYY of the selected school year via the 'Setup' section of the extract editor.
2	If a student's ALPS program record overlaps with the Report Date Range, it will be included in this Report.
3	If a student has multiple ALPS records, each unique record will have 1 row of data.
4	District and School information will be based on the student's home school information, not the ALPS Program location.
5	The Report can be run at both the District and State Edition.
5.1	<p><u>District Level Report:</u></p> <ol style="list-style-type: none"> 1. The report will query the entire district and align a student's ALPS program record to the student's closest Primary enrollment with a Start Date prior to the Start Date of the ALPS program record. 2. The report output will filter the entire district's data based on the user selected calendar input via the 'Setup' section of the extract editor.
5.2	<p><u>State Level Report:</u></p> <ol style="list-style-type: none"> 1. The report will query the entire state and align a student's ALPS program record to the student's Primary enrollment that occurs within the district that created the ALPS program record AND has a Start Date prior to the Start Date of the ALPS program record. 2. The report output will filter the entire state's data based on user selected district/calendar input via the 'Setup' section of the extract editor.

6	<p>If multiple calendars are selected from the extract editor, the report will sort in the following order:</p> <ol style="list-style-type: none"> 1. District Number 2. School Number 3. Student Legal Last Name 4. Entry Date
7	<p>The file name that is generated will be titled 'ALPSRosterYYYY_YYYY', where YYYY_YYYY will be equal to the reporting year that aligns with Function Requirement #1.</p> <p>Example: If the district/school aligned year from 'Setup' of the extract editor = 24-25, the generated export report will be titled 'ALPSRoster2024_2025'.</p>
8	<p>The report will be generated in CSV format as well as a human-readable format (HTML).</p> <p>CSV Format Best Practice</p> <p>CSV files usually default to opening with the Microsoft Excel application if you have it installed on your computer. Microsoft Excel handles date-time values in a very specific way. The default handling of date values will remove leading 0's. This will cause issues with your reporting.</p> <p>To prevent this issue, make sure to perform edits to CSV files through a text editor application such as Notepad, Notepad++, or any number of other text editor applications. If you want to continue using Excel, ensure that all date fields are set to format MM/DD/YYYY with leading 0's (e. g. "8/4/2024" should display as "08/04/2024"). This article from Microsoft provides detailed instructions on how to change the format of dates within Excel: Format a date the way you want - Microsoft Support.</p>

Extract Editor Requirements

Path: Reporting > NC State Reports > NC ALPS Extract

< A screenshot will be added here >

#	Editor Options	Field Type	Requirements
Instructions			
1	N/A	N/A	This report pulls all ALPS program records within July 1 - June 30 of the selected school year. A student's primary exceptionality reports as 'Unofficial', as this field displays real-time data rather than historical information.
Setup			
2	Search Calendars	Calendar Selector	This allows the user to narrow calendar results based on input text.
3	Select a School Year	Drop-list	The user will be required to select a school year to see the aligned calendar options. The current school year will be the default option.
4	Apply	Button	Once selected, the calendars aligned with the selected school year will display.
5	Expand All	Button	Once selected, all calendars will display based on selection criteria.
6	Collapse All	Button	Once selected, all calendars will collapse to the School Year level.
7	>	Tree Structure	
8	YY - YY	Checkbox	This will show the school year selected from the 'Select a School Year' drop-list
9	List of Calendars	Checkbox options	Any calendar that exists within the selected school year will display in alpha order.
Report Options			

10	Extract Type	Drop-list	Available report types will be selectable by the user for different report generations.
11	Include Records with No School Information	Checkbox	<p>When selected, any record with a SchoolID and SchoolName = NULL would display in addition to other selection criteria.</p> <p>Scenarios where this could occur:</p> <ol style="list-style-type: none"> 1. If a student had no prior enrollments, and their current enrollment starts on the same start date of the ALPS program record. 2. If a student had no prior enrollments, and their current enrollment starts after the start date of the ALPS program record.
12	Ad Hoc Filter	Drop-list	The user can narrow the report output to a selected population via a pre-existing Ad Hoc filter.
Output Options			
13	Report Processing - Generate Now	Radio Button	Selecting this option will generate the report extract immediately.
14	Report Processing - Submit to Batch Queue	Radio Button	Selecting this option will submit the report to the batch queue to be run on the date and time indicated by the user.
15	Format Type - CSV	Radio Button	Report output format will be a CSV file.
16	Format Type - HTML	Radio Button	Report output format will be via an HTML table in a new browser window.
17	Queue Options - High Priority	Checkbox	This option is only available when the user selects Report Processing - Submit to Batch Queue.
18	Queue Options - Keep Until I Delete	Checkbox	This option is only available when the user selects Report Processing - Submit to Batch Queue.
19	Queue Start Date and Time	Date and Time picker	This option is only available when the user selects Report Processing - Submit to Batch Queue.

Batch Queue Results			
20	Start Date	Date picker	When a date is selected, the Queued Reports Table will display a list of queued reports with a queued time beginning on or after the indicated date.
21	End Date	Date picker	When a date is selected, the Queued Reports Table will display a list of queued reports with a queued time ending on or before the indicated date.
22	Queued Reports Table	Display Table	This table displays any ALPS report that was indicated to be submitted via the Batch Queue.
23	Refresh	Button	When selected, the Queued Reports Table refreshes the displayed results.
Action Bar			
24	Generate	Button	When selected, an ALPS report extract will generate based on the user provided inputs.

Report Data Elements

#	Data Element	Business Requirement <i>Business Rules</i>	Data Source GUI Path	Database Field	Format	Length
1	DistrictID	Report the District ID of student's home district. <i>Report District.number that is equal to AltProgram.districtID of the ALPS program record.</i>	School & District Settings > Districts > District Information > State District Number	dbo.District.number	Alphanumeric	
2	DistrictName	Report the District Name of student's home district. <i>Report District.name associated with AltProgram.districtID of the ALPS program record.</i>	School & District Settings > Districts > District Information > District Name	dbo.District.name	Alphanumeric	
3	SchoolID	Report the School ID of the student's home school. <i>Reference the Calculations/Logic section below to see how this field is determined based on whether the report is run at the District or State level.</i>	School & District Settings > Schools > School Information > State School Number	dbo.School.number	Numeric (Keep Leading Zeros)	

4	SchoolName	<p>Report the School Name of the student's home school.</p> <hr/> <p><i>Report School.name associated with the school identified in Data Element #3: SchoolID</i></p>	School & District Settings > Schools > School Information > School Name	dbo.School.name	Alphanumeric	
5	EntryCode	<p>Report the code associated with the stored Entry Reason from the ALPS program record.</p> <hr/> <p><i>Report the attribute code associated with AltProgram.entryReason of the ALPS program record.</i></p>	Student Information > State Programs > ALPS > Entry Reason code	dbo.AltProgram.entryReason	Alpha characters	
6	EntryReason	<p>Report the attribute name associated with the stored Entry Code value from the ALPS program record.</p> <hr/> <p><i>Report the attribute name associated with AltProgram.entryReason of the ALPS program record.</i></p>	Student Information > State Programs > ALPS > Entry Reason name	dbo.AltProgram.entryReason	Alpha characters	
7	EntryDate	<p>Report the Entry Date from the ALPS program record.</p> <hr/> <p><i>Report AltProgram.startDate of the program record.</i></p>	Student Information > State Programs > ALPS > Start Date	dbo.AltProgram.startDate	YYYY- MM-DD	

8	ExitDate	<p>Report Exit Date from the ALPS program record.</p> <hr/> <p><i>IF the student's program record has an AltProgram.endDate, report the date.</i></p> <p><i>ELSE leave blank</i></p>	Student Information > State Programs > ALPS > End Date	dbo.AltProgram.endDate	YYYY-MM-DD	
9	StateStudentID	<p>Report the student's State ID.</p> <hr/> <p><i>Report the student's Person.stateID.</i></p>	Census > People > Demographics > Student State ID	dbo.Person.stateID	Numeric	
10	LastName	<p>Report the student's Legal Last name as of the time of generating the report extract.</p> <hr/> <p><i>Report the student's Identity.legalLastName as of the time the user is generating the report extract.</i></p>	Census > People > Demographics > Last Name	dbo.Identity.legalLastName	Alpha characters	
11	FirstName	<p>Report the student's Legal First name as of the time of generating the report extract.</p> <hr/> <p><i>Report the student's Identity.legalFirstName as of the time the user is generating the report extract.</i></p>	Census > People > Demographics > First Name	dbo.Identity.legalFirstName	Alpha characters	

12	DOB	<p>Report the student's date of birth.</p> <hr/> <p><i>Report the student's Identity.birthDate.</i></p>	Census > People > Demographics > Birth Date	dbo.Identity. birthDate	YYYY- MM- DD	
13	Age	<p>Report the student's age as of the Entry Date (start date) of the ALPS program record.</p> <hr/> <p><i>Calculate AltProgram.startDate - Identity.birthDate</i></p>	Census > People > Demographics > Birth Date	calculated based on dbo. Identity. birthDate	Numeric	2
14	Gender	<p>Report the student's legal gender as of the time of generating the ALPS report.</p> <hr/> <p><i>Report the attribute code associated with the student's Identity.legalGender as of the time the user is generating the report extract.</i></p>	Census > People > Demographics > Sex	dbo.Identity. legalGender	Alpha characters	1
15	GradeCode	<p>Report the student's grade code as of the Entry Date of the ALPS program record.</p> <hr/> <p><i>Report the attribute code of Enrollment.grade for the enrollment used to identify Data Element #3: SchoolID</i></p>	Student Information > General > Enrollments > Grade	dbo.Enrollment. grade	Numeric	2

16	StateEthnicCode	<p>Report the student's Federal Race code as of the time of generating the ALPS report.</p> <hr/> <p><i>Report the attribute code of Identity. raceEthnicity as of the time the user is generating the report extract.</i></p>	Census > People > Demographics > State Race /Ethnicity	dbo.Identity. raceEthnicity (code of attribute)	Alpha characters	
17	EthnicDesc	<p>Report the attribute name associated with the student's State Ethnic Code as of the time of pulling the ALPS report.</p> <hr/> <p><i>Report the attribute name of Identity. raceEthnicity as of the time the user is generating the report extract.</i></p>	Census > People > Demographics > State Race /Ethnicity	dbo.Identity. raceEthnicity (name of attribute)	Alpha characters	
18	UnofficialPrimExcp	<p>Report code associated with the student's EC Code on the ECATs screen.</p> <hr/> <p><i>Report the attribute code of the student's SpecialEdState.primaryDisability as of the time the user is running the report extract.</i></p>	Student Information > Special Ed > Exceptional Children (EC) Data Screen > Primary Disability	dbo. SpecialEdState. primaryDisability		

19	LocationType	<p>Report the code associated with the stored Location Type value from the ALPS program record.</p> <hr/> <p><i>Report the attribute code associated with AltProgram.programCode of the ALPS program record.</i></p>	Student Information > State Programs > ALPS > Location Type	dbo.AltProgram.programCode	varchar	
20	ServingDistrict	<p>Report the code associated with the stored Serving District value from the ALPS program record.</p> <hr/> <p><i>Report the attribute code associated with AltProgram.districtNumber of the ALPS program record.</i></p>	Student Information > State Programs > ALPS > Serving District	dbo.AltProgram.districtNumber	varchar	
21	Location	<p>Report the Location from the ALPS program record.</p> <hr/> <p><i>Report the attribute code AND name associated with AltProgram.programCode of the ALPS program record. Format should be attribute code: attribute name.</i></p>	Student Information > State Programs > ALPS > Location	dbo.AltProgram.location	Alpha characters	

Calculations or Logic

	Report Data Element	Business Requirement
		<i>Business Rules</i>
District Level Report	SchoolID	<p>Report the SchoolID aligned with the student's closest Primary enrollment that has a start date before the start date of the student's ALPS program record.</p> <hr/> <p><i>WHEN</i></p> <p><i>Enrollment.serviceType EQUALS Primary AND Enrollment.startDate is BEFORE AltProgram.startDate AND Enrollment.startDate aligns with the enrollment closest to AltProgram.startDate</i></p> <p><i>THEN</i></p> <p><i>Report School.number of the school aligned with the enrollment</i></p> <p><i>NEW Added Logic...</i></p> <p><i>IF</i></p> <p><i>Enrollment.serviceType EQUALS Primary AND Enrollment.startDate ON or AFTER AltProgram.startDate AND no other enrollments exist</i></p> <p><i>THEN</i></p> <p><i>Report SchoolID as NULL/blank</i></p>

State Level Report	SchoolID	<p>Report the SchoolID aligned with the student's closest Primary enrollment that occurs within the district that created the ALPS program record AND has a Start Date prior to the Start Date of the ALPS program record.</p> <hr/> <p>WHEN</p> <p>Calendar.districtID EQUALS AltProgram.districtID AND</p> <p>Enrollment.serviceType EQUALS Primary AND Enrollment.startDate BEFORE AltProgram.startDate AND Enrollment.startDate aligns with the enrollment closest to AltProgram.startDate</p> <p>THEN</p> <p>Report School.number of the school aligned with the enrollment</p> <p><i>NEW Added Logic...</i></p> <p>IF</p> <p>Calendar.districtID EQUALS AltProgram.districtID AND</p> <p>Enrollment.serviceType EQUALS Primary AND Enrollment.startDate ON or AFTER AltProgram.startDate AND no other enrollments exist</p> <p>THEN</p> <p>Report SchoolID as NULL/blank</p>
--------------------------	----------	--