

Retention/Promotion Data - Detail FRD

August
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Version Control

Version	Date	Author(s)	Brief Description of Change
v1.0	06/25/25	Bradley Griffiths	Report Creation
v1.1	08/20/25	Bradley Griffiths	Documentation updates

Summary

The Retention and Promotion Report (RP) is a collection of individual records of student progress from the recently completed school year including summer school activity. The report is submitted to NCDPI in September from all LEAs and Charter Schools on a pre-determined date.

TEMPORARY LINK TO SF: <https://infinitecampus.lightning.force.com/lightning/r/Case/500R3000005RLiHIAW/view>

Due Dates

Scope and Purpose

This report will display all enrollments of students who have an enrollment end status of retained, promoted, or graduated. This number must match the number of students in membership on the last day (MLD) as reported on the 9th Principal's Monthly Report of the reporting school year.

Functional Requirements

Reporting Population and Business Rules

#	Requirement
1	This report uses PMR Snapshot month 9 for population logic.
2	Enrollment end status in (PR, PRN, RACD, RADM, RATN, RSTA, RT)
3	Enrollment is active and service type is Primary
4	The report can be run against a district's active year as well as any prior year.
5	The report will be generated in CSV format as well as a human-readable format (HTML)
6	Enter any requirement to produce the file name here.

Report Data Elements

#	Data Element	Business Requirement/ Business Rules	Data Source GUI Path	Database Field	Format
1	Student Last Name	Reports the students last name 1. Display Student's Last Name	Demographics > Last Name	dbo.identity.lastName	VARCHAR
2	Student First Name	Reports the students first name 1. Display Student's First Name	Demographics > First Name	dbo.identity.firstName	VARCHAR
3	Student ID	Reports the student state ID 1. Display Student State ID	Demographics > student state ID	dbo.person.stateID	VARCHAR
4	Age	Displays Student's age at the time of reporting 1. Display age	Identities > Birth date / age	dbo.identity.birthdate	SAMLLDATETIME
5	Ethnicity	Display student's federally designated race	Demographics > Race /Ethnicity	dbo.identity	N/A
6	Sex	Display sex	Demographics > Sex	dbo.identity.gender	CHAR
7	Grade	Display grade of primary reported enrollment	Enrollments > Grade Grade Level Definitions > Description	dbo.enrollment.grade	VARCHAR

8	Primary Exceptionality	<p>This column reports the primary exceptionality of the reporting student at the time of report creation if one exists</p> <hr/> <ol style="list-style-type: none"> 1. IF EC code is not null (Student Information > Special Ed > EC Data Screen) <ol style="list-style-type: none"> a. Display EC Code <ol style="list-style-type: none"> i. Student Information > Special Ed > EC Data Screen > Primary Disability 2. Else <ol style="list-style-type: none"> a. If AIG Code is not null (Student Information > Gifted) <ol style="list-style-type: none"> i. Display AIG code <ol style="list-style-type: none"> 1. Student Information > Gifted > Program Status) b. Else <ol style="list-style-type: none"> i. null 	Student Information > Special Ed > Exceptional Children (EC) Data Screen		
9	End Status Date	1. Report enrollment end date	<p>District Edition</p> <p>Enrollments > End Date</p> <hr/> <p>State Edition</p> <p>Enrollments > End Date</p>	dbo.enrollment.endDate	SMALLDATETIME

10	End of Enrollment Status	1. Display End Status of enrollment	District Edition Enrollments > Local End Status <hr/> State Edition Enrollments > State End Status	dbo.enrollment.endStatus	VARCHAR
11	Summer School	Displays the name of the summer school if reporting student had or is attending one. <hr/> 1. If student was enrolled in a summer school enrollment for the calendar year, report the name of that calendar 2. Else null	Calendar Information > Summer School	dbo.calendar.summerSchool	BIT
12	End of Summer Status	Reports the enrollment end status of the summer school if reporting student had or is attending one. <hr/> 1. If DE120 is not null, report the end status of the summer school enrollment	District Edition Enrollments > Local End Status <hr/> State Edition Enrollments > State End Status	dbo.enrollment.endStatus	VARCHAR

13	End of Year Final MLD	Membership last day indicator for PMR Month 9. <hr/> <ul style="list-style-type: none">1. Report only if student has an entry in the PMR snapshot table where<ul style="list-style-type: none">a. Snapshot is verifiedb. Snapshot interval = 9c. Student is in that snapshot	N/A	dbo. NCSnapshotPMRSummary. memLastDayNVIO	INT
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