

Athletic Eligibility (eSchoolPLUS 1.6 Release) Phase 2: Building Procedures

Athletic Eligibility options allow you to automatically restrict students from activities based on academic performance, attendance, and other factors. Student Activities are tracked through the Demographics application. Activities can also be used by the Attendance application, for example, to maintain field trips.

The following procedures will discuss how to calculate eligibility for a group of students and track eligibility requirements for single students.

Process Flow:

1. The district defines ineligibility criteria based on Progress Report marks and Report Cards marks using criteria similar to the Honor Roll setup, and/or based on Attendance and Discipline data using the letters/notification options.
2. The building runs Activity Eligibility Calculation programs on a periodic basis that calculates the student's most recent eligibility status and reason for ineligibility, if any.
3. The building runs reports that list the students who are currently on probation or who are disqualified from an activity.

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1. Activities Setup

Registration Center > Activities

This page is used to track all the activities in a school, regardless of whether they use eligibility criteria. **Note** that activities are stored by school year. Activities and participants can be copied from year to year using the Utilities > Copy Setups option.

This page is divided into three sections.

- Activity Detail
- Prerequisites
- Participants

now >>
Activity Detail
2005/1

Save Search List New

Building: * Building 1

Activity Code: *

Description: *

Advisor: * Mr. Moore

State Code Equivalent:

Max Enrollment:

Current Enrollment:

Exceed Max Enrollment:

Eligibility Meet Marking Periods:

Prerequisites

New Prerequisite Delete Prerequisite

And/Or	Area	Field Name	Condition	Value	Delete
<input type="text" value=""/>	<input type="text" value=""/>				<input type="checkbox"/>

Participants

Generate Student List

View Students: Active Only All

View Data: Eligibility Start-End Dates

Student ID	Student Name	Ignore Prerequisite	Status	Eligibility Status	Effective Date	Ineligibility Reason	Ineligible Expiration	Delete
<input type="text" value="01008"/> ↓	<input type="text" value="Bradley, Andrew"/> ↓	<input type="checkbox"/>	A - Active ↓					<input type="checkbox"/>
<input type="text" value="01022"/> ↓	<input type="text" value="Hayes, Ty"/> ↓	<input type="checkbox"/>	A - Active ↓					<input type="checkbox"/>
<input type="text" value="01026"/> ↓	<input type="text" value="Nelson, Joshua"/> ↓	<input type="checkbox"/>	A - Active ↓					<input type="checkbox"/>
<input type="text" value="13024"/> ↓	<input type="text" value="Patel, Vin"/> ↓	<input type="checkbox"/>	A - Active ↓					<input type="checkbox"/>

Field Descriptions:

Activity Detail (REG_ACTIVITY_HDR)

Building	The building for the activity.
Activity Code	Code identifying the activity. [Character/5]
Description	Activity description. [Character/255]
Advisor	Staff member in charge of the activity. Validated against the staff catalog for this building. (REG_ACTIVITY_HDR.MODERATOR)
State Code Equivalent	
Max Enrollment	Maximum number of participants for the activity. [Small Integer/<32,767]
Current Enrollment	Displays the current number of participating students. Total reflects the students in the activity with an Active status for the activity. Updated with current enrollment after each save. [Small Integer/<32,767]
Exceed Max Enrollment	Checked if the student enrollment can exceed the Max Enrollment value.
Eligibility Meet Marking Periods	Marking period(s) that the activity meets for which eligibility needs to be checked.

Prerequisites (REG_ACT_PREREQ)

Prerequisite Rows	Rows of criteria that define the prerequisites for enrollment in the activity. Click Generate Student List (in the Participants section) to retrieve the list of students who match the prerequisites. Criteria can be defined from the Demographic, Next Year Demographics, Personal, and Courses areas.
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Example: This sample filter limits the activity to students who are upperclassmen.

Prerequisites					
		New Prerequisite		Delete Prerequisite	
And/Or	Area	Field Name	Condition	Value	Delete
	Demographic	GRADE	is in (comma delimited list)	11,12	<input type="checkbox"/>

Participants (REG_ACTIVITY_DET)

The fields that display in this section depend on the option(s) selected in the View Data checkboxes.

Student ID	Student's ID number.
Student Name	Student's full name.
Ignore Prerequisite	Checked if the student is enrolled in the activity but does not meet the prerequisites. When you save the activity information, the system will not check to see if this student meets prerequisites.
Status	The student's status for the activity. Choices include: Active - specifies that the student is actively participating in the activity. Inactive - specifies that the student is enrolled in the activity, but is not participating in the activity.
Eligibility Status	To view the reason(s) why the student may be ineligible, click the Eligibility Status link. The Student Activity Summary window displays, listing all the notification dates and reasons for the student. Only appears if the Eligibility checkbox is checked.

SUNGARD® PUBLIC SECTOR

Effective Date	Effective date of the eligibility status. Only appears if the Eligibility checkbox is checked.
Ineligibility Reason	Indicates if the student is considered potentially ineligible for participation based on attendance, mark reporting, or discipline information. To view the reason(s) why the student may be ineligible, click the Eligibility Status link. The Activity Ineligibility Detail pop-up window displays, listing all the notification dates and reasons for the student. Only appears if the Eligibility checkbox is checked.
Ineligible Expiration	Only appears if the Eligibility checkbox is checked.
Start Date	Only appears if the Start-End Date checkbox is checked.
End Date	Only appears if the Start-End Date checkbox is checked.
Hours	Only appears if the Start-End Date checkbox is checked.

2. Student Activity Summary

Student Center > Demographic > Activities Summary

Use the Student Activity Summary page to view the student's enrollment in activities and all eligibility history.

Activities Tab:

ID: 20002		Building: Building 2		Grade: 10			
<input type="button" value="Save"/> <input type="button" value="Search"/> <input type="button" value="List"/>							
BirthDate:	1/12/1990			Age:	16		
Calculated Status:	Warning						
Reason:	Student's Honor GPA was below the minimum Honor GPA.						
Effective Date:	8/1/2006						
Restriction Expiration:	8/2/2006						
<input checked="" type="button" value="Activities"/> <input type="button" value="Eligibility"/>							
Activity	Advisor	Status	Disqualified	Ineligible	Start Date	End Date	Hours
Varsity Football	Mr. Moore	A - Active	No	No			

Eligibility Tab:

<input checked="" type="button" value="Activities"/>		<input type="button" value="Eligibility"/>					
View: <input type="radio"/> Non-Expired Eligibility Information <input checked="" type="radio"/> Entire Eligibility History							
Data: <input checked="" type="checkbox"/> Manual Entry <input checked="" type="checkbox"/> Attendance <input checked="" type="checkbox"/> Discipline <input checked="" type="checkbox"/> IPR <input checked="" type="checkbox"/> ReportCards							
Manual Entries							
Eligibility Code*	Effective Date*	Expiration Date*	Building*	Reason*	Delete		
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>		
Attendance							
There is no ineligibility information.							
Discipline							
There is no ineligibility information.							
Interim Progress							
There is no ineligibility information.							
Report Card							
Effective Date	Expires Date	Building	Ineligibility Reason	Eligibility GPA			
				GPA	Att Crd	Earn Crd	Points
8/1/2006	8/1/2006	1 - Building 1	Eligible	2	12.5	0	3.4175

3. Student Exclusions

Student Center > Demographic > Academic

Promotion:	<input checked="" type="checkbox"/>
Curriculum:	Not Assigned
Scheduling Priority:	<input type="text" value="50"/>
Expected Graduation Plans:	<input type="text"/> <input type="button" value="↓"/>
Actual Graduation Plans:	<input type="text"/> <input type="button" value="↓"/>
Report Card on Hold	<input type="checkbox"/>

Reason	Extra Description	Delete
<input type="text"/> <input type="button" value="↓"/>	<input type="text"/>	<input type="button" value="↑"/> <input type="button" value="↓"/>

8/1/2006 4:48:01 PM HOSPAELL

Exclusions

Honor Roll		Rank	
Honor Roll Type	Delete	Rank Type	Delete
<input type="text"/> <input type="button" value="↓"/>	<input type="checkbox"/>	<input type="text"/> <input type="button" value="↓"/>	<input type="checkbox"/>

Report Card Eligibility		IPR Eligibility	
Eligibility Type	Delete	Eligibility Type	Delete
<input type="text"/> <input type="button" value="↓"/>	<input type="checkbox"/>	<input type="text"/> <input type="button" value="↓"/>	<input type="checkbox"/>

Eligibility

BirthDate:	1/12/1990	Age: 16
Calculated Status:	Probation	
Reason:	Student's Honor GPA was below the minimum Honor GPA.	
Effective Date:	8/1/2006	
Restriction Expiration:	8/22/2006	

4. Report Card Eligibility Calculation

Mark Reporting Center > Calculations > Report Card Eligibility Calculation

Athletic (or Activity) eligibility based on Report Cards information is tied to the Honor Roll setups. Multiple eligibility “tiers” can be established per building. For example, one setup might establish criteria for a Warning or Probation status, and another setup might designate who should be completely ineligible for the activity.

Based on the setup, the calculation determines a current GPA which is compared against a minimum and maximum GPA, and/or specific marks received, to establish who is *eligible* for an activity. Students who are *disqualified* or *ineligible* based on the criteria in this setup are then designated with an activity ineligibility code. The student’s activity eligibility records are stored in the table MR_RC_STU_ELIGIBLE.

Run

Building:*

RC Run:*

Include Inactive Students:

Inactive Withdrawal Date:

Amount to Log in Statistics File:

1 Building 1

4

Log Errors Only
 Log All Activity

Filter

Clear Criteria

And/Or	Area	Field Name	Condition	Value
	Demographic	GRADE	= (equals)	10
And				

Run Option

Now
 Once
 Daily
 Weekly
 Monthly

Run

The Filter currently allows selection on the Demographic area.

5. IPR Eligibility Calculation

Mark Reporting Center > Calculations > IPR Eligibility Calculation

The IPR Eligibility calculation determines who is disqualified from an activity based on specific qualifying or disqualifying marks, comments, or class absence totals stored in the Interim Progress Reports tables. The resulting eligibility status is stored in the table MR_IPR_STU_ELIGIBLE.

10W >>
Calculate IPR Eligibility
2005/06

Building:* Building 1

IPR Date:*

Amount to Log in Statistics File: Log Errors Only
 Log All Activity

Filter

And/Or	Area	Field Name	Condition	Value	Delete
	Demographic	GRADE	= (equals)	11	<input type="checkbox"/>
And	<input type="text"/>				<input type="checkbox"/>

Run Option

Now Once Daily Weekly Monthly

The Filter currently allows selection on the Demographic area.

6. Attendance Notification Eligibility Calculation

Attendance Center > Notifications > Notification Calculation

The Attendance Notification calculation populates students' eligibility information if the criterion has been enabled for eligibility in the setup. The resulting eligibility status is stored in the table ATT_STU_ELIGIBLE.

Attendance Notification
2005/0

Building:* Building 1

Calendar:* Regular Membership Calendar

Date to calculate notification from:* By Date: By Prior Days:

Date to calculate notification to:* Today By Date:

Criteria list to evaluate:* Attendance Eligibility

Receiving notification type:

Send Notifications:

Generate Single Letter Per Criteria:

Download SPI letter template:

Filter

And/Or	Area	Field Name	Condition	Value
	<input type="text" value="Demographic"/> <input type="button" value="v"/>	<input type="text" value="GRADE"/> <input type="button" value="v"/>	<input type="text" value="= (equals)"/> <input type="button" value="v"/>	<input type="text" value="09"/>

The Filter currently allows selection on the Demographic and Personal areas.

Attendance Notification Calculation Statistics Log

8/2/2006	
Attendance Notification Calculation Statistics Log	
Started:	08/02/2006 09:02:23 PM
Completed:	08/02/2006 09:02:27 PM
File Name:	Attendance_Notification_Calculation_20060802_210227.pdf
Run By User:	HOSPAELL
Working School Year:	2006
Statistics	
Number of new notifications created:	3
Number of notifications made invalid:	0
Prompts	
Building	1
Calendar	R
Date to calculate notification from	4/7/2006
Date to calculate notification to	8/2/2006
Criteria list to evaluate	ELIG
Receiving notification type	D
Send Notification	N
Download Template	N
Run Today	Y
Errors	
No errors.Attendance notification has been calculated successfully	

The "Generate Notification Listing" report under Attendance Center > Notifications can be run to display names of students who were identified as meeting the criteria.

7. Discipline Letter Eligibility Calculation

Discipline Center > Letters > Calculate Discipline Letters

The Discipline Letters calculation populates students' eligibility information if the criterion has been enabled for eligibility in the setup. The resulting eligibility status is stored in the table DISC_STU_ELIGIBLE.

Calculate

Building:* Building 1

Start Date:*

First End Date:* By Date:
 By Prior Days:

Second End Date: Today
 By Date:

Criteria to Include:*

DISC - Eligibility Calculation for Discipline

Selected Setups are: DISC

Filter

And/Or	Area	Field Name	Condition	Value	Delete
	<input type="text" value=""/>				<input type="checkbox"/>

Run Option

Now Once Daily Weekly Monthly

The Filter currently allows selection on the Demographic and Personal areas.

Calculate Discipline Letters Log Statistics Log

8/3/2006		Calculate Discipline Letters Status Log Statistics Log	
Started:	08/03/2006 11:01:37 AM		
Completed:	08/03/2006 11:01:42 AM		
File Name:	Calculate_Discipline_Letters_Status_log_20060803_110142.pdf		
Run By User:	HOSPALL		
Working School Year:	2006		
Statistics			
Students Processed:	4		
Number of Criteria Selected:	1		
Number of Runs Generated:	5		
Run Numbers Generated:	1 - 5		
Number of Letters Generated:	4		
Prompts			
Building	1 - Building 1		
Start Date	4/7/2006		
First End Date	7/31/2006		
Second End Date	8/4/2006		
Letter Criteria	DISC		
8/3/2006		Page 1 of 1	
Calculate Discipline Letters Status Log			
Run Number	Run End Date	Letters Generated	
1	7/31/2006	4	
2	8/1/2006	0	
3	8/2/2006	0	
4	8/3/2006	0	
5	8/4/2006	0	

The "Generate Discipline Letter Listing" report under Discipline Center > Letters can be run to display names of students who were identified as meeting the criteria.

8. Reports: Activity Eligibility Report

Registration Center > Reports > Activity Eligibility Report

This report groups students by activity and lists the students who are ineligible in that activity, along with an ineligibility reason. This reason does not come from the Athletic Eligibility Reason table defined by the district; it comes from the calculation that disqualified the student. For example, if the student was disqualified by the IPR Eligibility Calculation, the report may list that the student had too many disqualifying marks.

Prompts:

Activity Eligibility Report 2005/

Run

Building:* 1 Building 1

Print Activities that meet in marking periods:* ALL

Eligibility Date:* 8/3/2006

Print students with status of:* INEL, PROB

Full history: Print all prior ineligibility history detail

Filter

Clear Criteria

And/Or	Area	Field Name	Condition	Value	Delete
					<input type="checkbox"/>

Sort

Clear Criteria

Area	Field Name	Sort Order	Delete
			<input type="checkbox"/>

Run Option

Now Once Daily Weekly Monthly

The Filter currently allows selection on the Demographic, Academic and Activities areas.

The Sort allows selection on the Activities area.

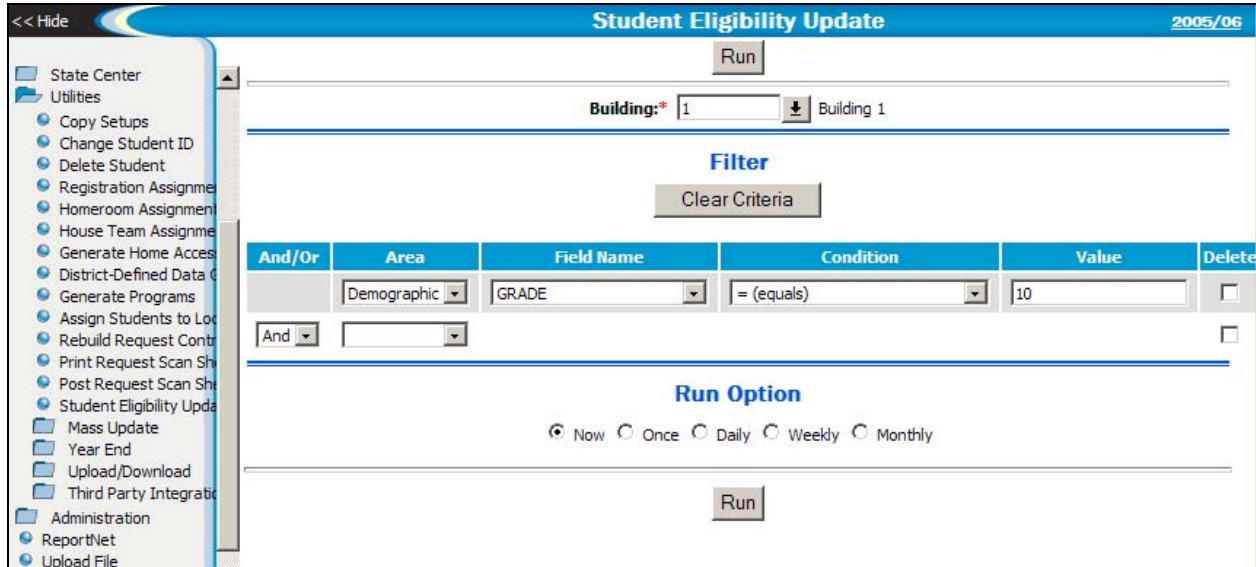
Sample Activity Eligibility Report:

08/03/2006		Activity Eligibility							Page 1 of 1	
1 - Building 1,										
Activity: TB - Boys' Tennis										
Student Name	Student ID	Grade	Age	Counselor	Eligibility Status	Effective Date	Expiration Date	Ineligibility Reason		
Bradley, Andrew	01008	10	16	Mr. Herda	Ineligible	8/1/2006	8/22/2006	Honor GPA too low.		
Total Students For Activity: 1										
Activity: VFB - Varsity Football										
Student Name	Student ID	Grade	Age	Counselor	Eligibility Status	Effective Date	Expiration Date	Ineligibility Reason		
Nelson, Caleb	01002	10	16	Mr. Herda	Warning	8/1/2006	8/22/2006	Honor GPA too low.		
Bradley, Andrew	01008	10	16	Mr. Herda	Ineligible	8/1/2006	8/22/2006	Honor GPA too low.		
Martinez, Julio	01019	11	17	Mr. Herda	Ineligible	8/1/2006	8/3/2006	Too many disqualifying marks.		
Hayes, Ty	01022	09	15	Mr. Herda	Ineligible	8/2/2006	8/7/2006	3 UA		
Total Students For Activity: 4										

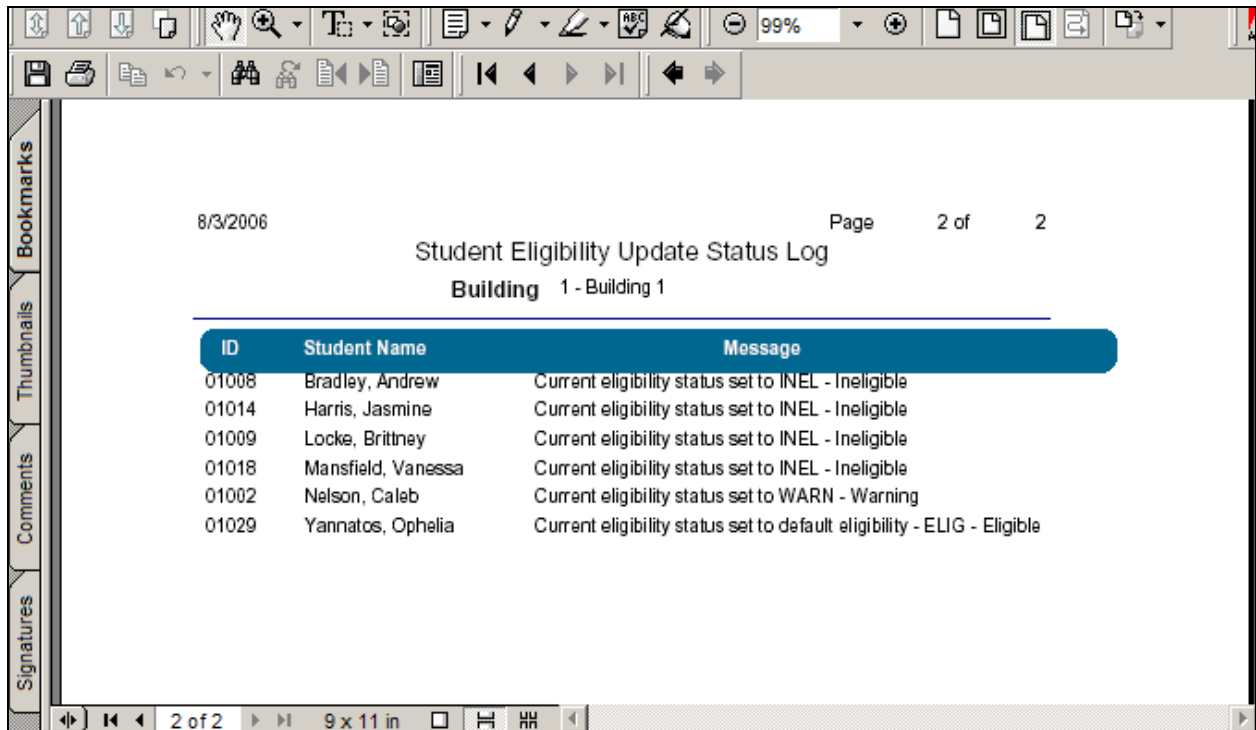
9. Activity Eligibility Update

Utilities > Student Eligibility Update

Student eligibility statuses (stati?) expire after a defined length of time. This utility will re-set students' overall eligibility status code if they have expired.



The Filter currently allows selection on the Demographic area.



10. Teacher Access Update to Interim Progress Reports

Teachers can view IPR Eligibility data for students who have been identified with an ineligibility status. Only the students who have a calculated eligibility status display.

NOTE these screen shots are from the 1.2 *non-.NET* version of TAC, and the screens might behave differently in TAC1.8.

At this time, the Athletic Eligibility feature is not implemented for HAC (Home Access Center.)

eSchoolPlus+ **Teacher Access Center** Help Print

<< Hide **My Classes - Interim Progress Report**

User: 01IAKJA

IPR Run Date: * Existing IPR Run Dates New Individual IPR Eligibility Run

8/1/2006

Building: 1 Teacher: T0158IK - Mrs. Akua

Description	Course-Section	Period	Marking Periods	Cycle Days	Marks Entered
US History	210-2	1	M1 ,M2 ,M3 ,M4	M,T,W,R,F	✓
American Government	212-3	6	M1 ,M2 ,M3 ,M4	M,T,W,R,F	✓
World History	211-3	7	M1 ,M2 ,M3 ,M4	M,T,W,R,F	✓

Take Attendance
Morning Bulletin
Define Assessments
Score Assessments
Enter Interim Progress
Enter Report Cards
Enter Competencies
Customize Colors
Set Environment

Click on the “Eligibility Run” radio button and...

<< Hide **My Classes - Interim Progress Report**

User: 01IAKJA

IPR Run Date: * Existing IPR Run Dates New Individual IPR Eligibility Run

8/1/2006

Eligibility Runs for Building: 1 Teacher: T0158IK - Mrs. Akua

Eligibility List	Marking Periods	Marks Entered
8/1/2006	M4	✓

Take Attendance
Morning Bulletin
Define Assessments
Score Assessments
Enter Interim Progress
Enter Report Cards
Enter Competencies
Customize Colors
Set Environment

(Teacher Access Center Eligibility Runs in IPR, continued)

Save
My Classes
Show Notes

Take Attendance

Morning Bulletin

Define Assessments

Score Assessments

Enter Interim Progress

Enter Report Cards

Enter Competencies

Customize Colors

Set Environment

[<< Hide Students](#) **212-3 American Government** **Date: 8/1/2006**

Building: 1 - Building 1 **Primary Staff:** Mrs. Akua **Marking Periods:** M1 ,M2 ,M3 ,M4 **Period:** 6 **Days:** M,T,W,R,F

Student Name	Marks	Comments		Absences
	MID	CM1	CM2	I-ABS
Cho, Jonathan .	B+ <input type="button" value="↓"/>	<input type="button" value="↓"/>	<input type="button" value="↓"/>	
Feinstein, Benjamin .	C+ <input type="button" value="↓"/>	<input type="button" value="↓"/>	<input type="button" value="↓"/>	

[<< Hide Students](#) **211-3 World History** **Date: 8/1/2006**

Building: 1 - Building 1 **Primary Staff:** Mrs. Akua **Marking Periods:** M1 ,M2 ,M3 ,M4 **Period:** 7 **Days:** M,T,W,R,F

Student Name	Marks	Comments		Absences
	MID	CM1	CM2	I-ABS
Hall, Tyrone , III	C+ <input type="button" value="↓"/>	<input type="button" value="↓"/>	<input type="button" value="↓"/>	
Martinez, Julio .	B- <input type="button" value="↓"/>	<input type="button" value="↓"/>	<input type="button" value="↓"/>	

[<< Hide Students](#) **210-2 US History** **Date: 8/1/2006**

Building: 1 - Building 1 **Primary Staff:** Mrs. Akua **Marking Periods:** M1 ,M2 ,M3 ,M4 **Period:** 1 **Days:** M,T,W,R,F

Compare to the students who were marked in the regular IPR Entry area...

212-3 American Government **Date: 8/1/2006**

Building: 1 - Building 1 **Primary Staff:** Mrs. Akua **Marking Periods:** M1,M2,M3,M4 **Period:** 6 **Days:** M,T,W,R,F

Student Name	Marks	Comments		Absences
	MID	CM1	CM2	I-ABS
Brookheimer, Melody Lee.	A <input type="button" value="↓"/>	<input type="button" value="↓"/>	<input type="button" value="↓"/>	
Cho, Jonathan .	B+ <input type="button" value="↓"/>	<input type="button" value="↓"/>	<input type="button" value="↓"/>	
Feinstein, Benjamin .	C+ <input type="button" value="↓"/>	<input type="button" value="↓"/>	<input type="button" value="↓"/>	
Nelson, Madeline .	A- <input type="button" value="↓"/>	<input type="button" value="↓"/>	<input type="button" value="↓"/>	
Palmer, Alyssa .	B- <input type="button" value="↓"/>	<input type="button" value="↓"/>	<input type="button" value="↓"/>	