



Data Tip: Reporting Classes

Definition:

A class (or section) refers to a specific group of students taking a course during a specified time. There may be one or more classes for each course offered at a school.

For example, a school may have two classes of Biology I, one during second period and one during fourth period; and one class for Genetics, during fifth period. In this example, the school should report a total of three biology classes--two for Biology I and one for Genetics.

Reporting Counts of Classes

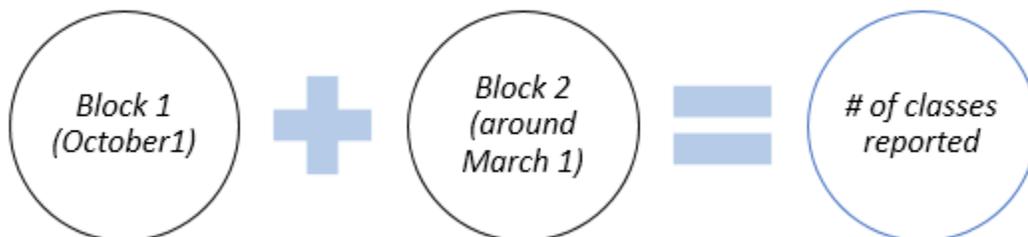
- ✓ Count each individual class/section.
- ✓ For items related to the number of classes for a given subject: Count classes that cover the content of academic subject even if the name does not match.

For example, if a course is called “Mathematics II” and it covers the content of Geometry, count it as a Geometry class.

✗ Do NOT include independent study classes.

*Reporting Classes with Block Scheduling**

In some cases, with the use of block scheduling, it is possible for a full-year course to be taken in one semester. In these cases, determine the total count based on:



Block 1 (October 1 or closest school day) + Block 2 (around March 1) = # of classes

* Note: This also applies where the school offers a semester course for ½ credit



Reporting Classes for Students in Distance Education Courses

- ✓ If a student is enrolled in a distance education course and is eligible to receive credit from their home school, then the class should be counted as being offered by the home school.
- ✗ If a student is taking a distance education course from outside the control of the home district, and the school district does not have access to enrollment and course status information, then do NOT count the class as being offered by the home school.

Single-Sex Academic Classes:

- ✓ Count classes in which only males or only females are permitted to enroll.
- ✓ A co-educational elementary school that has only male or only female students who receive mathematics, science, reading/language arts and social studies instruction from one teacher in one classroom should consider each subject area a single-sex class.
- ✓ If one period of a class is open only to males and one period is open only to females, it should be counted as one single-sex class for males and one single-sex class for females.
- ✓ Academic classes include such subjects as history, social studies, foreign languages, mathematics, English, reading, and language arts, science and computer science.
- ✗ Do not include physical education in the count of single-sex classes.
- ✗ If both male and female students are permitted to take the class, do not include in the count of single-sex classes.