

Enrollment Maintenance Report

ELMS

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Reports Listing
Click on report titles to enter parameters and run reports.

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Child Demographics
Characteristics of children and families enrolled in ECEAP

Child Record Summary
Enrollment, health, child development and family information for an individual child.

Class Roster
Lists child names, birthdate, first language, parent name and contact information, with space for staff to add notes.

Enrollment by Child
Lists children with their age, poverty level, IEP status, priority points and first and last days attending class.
This report includes children who have started class and children with an expected start date in the future. The "As of" date version of this report includes children with a pending exit or with an exit on the "As Of" date. The "Cumulative" version of this report includes all children who exited during the reporting period. Children who never attend class are subtracted from this report upon exit or transfer.

Enrollment Count
Count of enrolled children, with age, IEP and over income status.
This report includes children who have started class and children with an expected start date in the future. Children who never attend class are subtracted from this report upon exit or transfer.

Enrollment Maintenance
Shows date each site reached full enrollment and number of slots that have been vacant for more than 30 days. This report only includes children with an actual class start date.

Family Support and Parent-Teacher Conference Minutes
Displays total minutes of family support visits and parent-teacher conferences for each child.

Enrollment Maintenance
Shows date each site reached full enrollment and number of slots that have been vacant for more than 30 days. This report only includes children with an actual class start date.

Report Parameters for Enrollment Maintenance Report - Hide Parameters

School Year:

Contractor:

Subcontractor:

Site Name:

Report Parameters for Enrollment Maintenance Report

School Year:

2012-2013
2013-2014
2014-2015

Contractor:

Select the School YEAR and then Click on the "Run Report" button.

This report only includes children with an actual class start date. It shows whether a unique child has attended class for each of your slots within the first 30 days of class. Then it counts all slots that are vacant for 30 or more days.

Site	Latest class start date	Children must attend class in all slots by (30th day)	First 30 days			
			Date 100% of slots filled with children who attended class	Fully enrolled within 30 days or by October 30, whichever is earlier	Cumulative for school year	As of report date
Auburn Alpaca Elementary	9/5/2013	10/4/2013				
Auburn Chinook Elementary	9/5/2013	10/4/2013				
Auburn Main Site	9/11/2013	10/10/2013				
Bates Campus ECEAP Downtown	9/16/2013	10/15/2013				
Bates Campus ECEAP South	9/18/2013	10/17/2013				
Bates Fife/Milton ECEAP @ Mission Woods Church	9/11/2013	10/10/2013				
Bates Puyallup ECEAP@First Presbyterian Church	9/11/2013	10/10/2013				
Bethel Clover Creek Elementary ECEAP	9/11/2013	10/10/2013				
Bethel Nelson ECEAP	9/11/2013	10/10/2013				
Bethel Pioneer Valley Elementary ECEAP	9/11/2013	10/10/2013				
Bethel Shining Mountain Elementary ECEAP	9/11/2013	10/10/2013				
Bethel Spanaway Elementary ECEAP	9/11/2013	10/10/2013				
Bethel Thompson Elementary ECEAP	9/11/2013	10/10/2013				
Chief Leschi ECEAP	9/9/2013	10/8/2013				
Clover Park Carter Lake Elementary ECEAP	9/9/2013	10/8/2013				
Clover Park Clarkmoor Elementary ECEAP	9/9/2013	10/8/2013				
Clover Park Custer Elementary ECEAP	9/9/2013	10/8/2013				
Clover Park Dower Elementary ECEAP	9/9/2013	10/8/2013				
Clover Park Evergreen Elementary ECEAP	9/9/2013	10/8/2013				

This report can also be run by specific Sub Contractor, or SITE:

Enrollment Maintenance

Shows date each site reached full enrollment and number of slots that have been vacant for more than 30 days. This report only includes children with an actual class start date.

Report Parameters for Enrollment Maintenance Report - Hide Parameters

School Year: 2013-2014

Contractor: ESD 121 - Puget Sound ESD

Subcontractor: [Empty Field] School District

Site Name: [Empty Field]

Run Report

ECEAP **Enrollment Maintenance** Cumulative Data for School Year: 2013-2014
 Contractor: ESD 121 - Puget Sound ESD
 Sub Contractor: [Redacted] School District

This report only includes children with an actual class start date. It shows whether a unique child has attended class for each of your slots within the first 30 days of class. Then it counts all slots that are vacant for 30 or more days.

Site	Latest class start date	Children must attend class in all slots by (30th day)	First 30 days		Slots vacant 30 days or more	
			Date 100% of slots filled with children who attended class	Fully enrolled within 30 days or by October 30, whichever is earlier	Cumulative for school year	As of report date
[Redacted] Elementary ECEAP	9/18/2013	10/17/2013	[Redacted]	[Redacted]	[Redacted]	[Redacted]
[Redacted] School ECEAP	9/9/2013	10/8/2013				
[Redacted]	9/9/2013	10/8/2013				
[Redacted] Elementary	9/9/2013	10/8/2013				
[Redacted] ECEAP	9/9/2013	10/8/2013				
[Redacted] Elementary ECEAP	9/9/2013	10/8/2013				
[Redacted] Elementary ECEAP	9/9/2013	10/8/2013				

Enrollment Maintenance

Shows date each site reached full enrollment and number of slots that have been vacant for more than 30 days. This report only includes children with an actual class start date.

Report Parameters for Enrollment Maintenance Report

- Hide Parameters

School Year:

Contractor:

Subcontractor:

Site Name:

Run Report

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ECEAP

Enrollment Maintenance

Cumulative Data for School Year:

2013-2014

Contractor: ESD 121 - Puget Sound ESD

Sub Contractor: School District

Site:

This report only includes children with an actual class start date. It shows whether a unique child has attended class for each of your slots within the first 30 days of class. Then it counts all slots that are vacant for 30 or more days.

Latest class start date	First 30 days			Slots vacant 30 days or more	
	Children must attend class in all slots by (30th day)	Date 100% of slots filled with children who attended class	Fully enrolled within 30 days or by October 30, whichever is earlier	Cumulative for school year	As of report date
9/9/2013	10/8/2013	9/23/2013	Yes	5	3

Department of Early Learning
Early Childhood Education and Assistance Program

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What to Look for:

- In September/October/November: Look for Sites that have NOT Reached Full Enrollment no later than 30 calendar days after classes begin.
 - Children may need their “Actual Class Start Date” entered in ELMS
- Slots vacant 30 days or more
 - Vacant slots must be filled within 30 calendar days from the exiting child’s last day in class.
 - Vacant slots must be filled within 30 calendar days of the first day of class for children who were expected but never attended.
- Running a “Waiting List Count” will show you sites that have children on a Waiting List that may be eligible to attend at another site that has open slots.

TIP: This report will not print for a specific Month. To get an accurate picture – Run and Save the Report EACH MONTH to view comparisons.