

Superintendent Guidance for Year End Reports

This is what a superintendent should be checking before she/he signs off on any reports. ***Incorrect data could negatively impact future school funding.***

The following groupings on the Submission Report provide key information that you want to certify is correct. If you see pink, it denotes that the numbers submitted differ substantially from the five year baseline. Please note that these are sample data; they are not your district's numbers.

Submission Report

Total enrollment records submitted to-date (2012-13)

Generated on 6/21/2013 9:33:48 AM

	GPK	GPF	GKG	GKF	01	02	03	04	05	06	07	08	09	10	11	12	Total
All Groups																	
Grand Total	150	0	0	206	239	223	263	260	245	297	227	255	307	290	271	251	3484

Enrollment Type

Home Schooled	0	0	0	0	1	0	0	0	0	0	0	0	1	0	2	0	4
Enrolled in Outplacement Program	1	0	0	4	1	0	3	4	3	2	3	0	4	5	5	11	46
Enrolled in Regular Public School	106	0	0	202	235	223	260	256	242	295	224	255	302	285	264	240	3389
Privately Enrolled w/ IEP and/or Service Plan	43	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	45

Resident Community

	150	0	0	206	239	223	263	260	245	297	227	255	307	290	271	251	3484
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Lunch

Free	21	0	0	80	70	56	74	73	61	63	60	61	83	65	53	41	861
None	123	0	0	121	162	160	177	168	172	215	154	175	211	209	204	199	2450
Reduced	6	0	0	5	7	7	12	19	12	19	13	19	13	16	14	11	173

Race/Ethnicity - New

American Indian or Alaska Native	0	0	0	0	0	1	3	0	0	0	2	0	0	0	1	0	7
Asian	3	0	0	4	7	4	7	2	1	3	0	3	2	2	0	2	40
Black or African American	4	0	0	4	5	2	7	12	5	13	5	8	11	12	2	1	91
Hispanic	8	0	0	5	11	18	16	14	14	8	9	12	18	26	12	12	183
Two or More Races	0	0	0	3	5	8	4	2	0	3	3	1	2	0	6	4	41
Native Hawaiian or Other Pacific Islander	0	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	2
White	135	0	0	190	211	190	226	230	225	270	208	230	273	250	250	232	3120

ADA - State Calculated

Average Daily Attendance - State Calculated (2012-13)

Generated on 6/21/2013 9:50:46 AM

	GPK	GPF	GKG	GKF	01	02	03	04	05	06	07	08	09	10	11	12	Total
All Groups																	
Grand Total	44	0	0	187	213	211	250	244	234	287	217	242	289	273	256	241	3196
Enrollment Type																	
Home Schooled	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Enrolled in Outplacement Program	0	0	0	1	0	0	3	3	3	1	2	0	2	2	2	9	33
Enrolled in Regular Public School	44	0	0	185	212	211	247	241	231	286	215	242	286	270	253	232	3163
Privately Enrolled w/ IEP and/or Service Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

ADA is the average daily attendance, not a headcount. Average daily attendance is derived by dividing the aggregate days of student attendance by total school days.

ADM - State Calculated

Average Daily Membership - State Calculated (2012-13)

Generated on 6/21/2013 9:52:45 AM

	GPK	GPF	GKG	GKF	01	02	03	04	05	06	07	08	09	10	11	12	Total
All Groups																	
Grand Total	44	0	0	187	213	212	250	245	235	287	217	242	289	273	256	241	3197
Enrollment Type																	
Home Schooled	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Enrolled in Outplacement Program	0	0	0	1	0	0	3	3	3	1	2	0	2	2	2	9	33
Enrolled in Regular Public School	44	0	0	185	212	212	247	241	231	286	215	242	287	270	253	232	3164
Privately Enrolled w/ IEP and/or Service Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

ADM is the average daily membership, not a headcount. Average daily membership is derived by dividing the aggregate days of student membership by total school days.

Suspensions Report - Total

Total suspended (2012-13)

Generated on 6/21/2013 9:54:47 AM

	GPK	GPF	GKG	GKF	01	02	03	04	05	06	07	08	09	10	11	12	Total	
All Groups																		
Grand Total	0	0	0	0	1	0	0	0	0	0	22	32	32	132	65	22	17	323
Infraction																		
Forgery	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1
Harrasment-Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1
Harrasment-Sexual	0	0	0	0	0	0	0	0	0	0	1	1	1	2	1	0	0	6
Harassment-Prejudice/Hate Crimes	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0	1	3
Fighting/Physical Altercation	0	0	0	0	0	0	0	0	0	0	17	12	9	7	2	5	1	53
Discipline																		
Suspended/In-School	0	0	0	0	0	0	0	0	0	0	0	0	0	5	4	0	2	11
Suspended/Out-of-School	0	0	0	0	1	0	0	0	0	0	22	32	32	127	61	22	15	312

On the following reports, please review the Grand Total and make sure that the breakdown by grade is correct (note: a pink cell denotes that the number for this year is off from the five year baseline):

Absence Excused

Aggregate days of excused absences (2012-13)

Generated on 6/21/2013 9:49:11 AM

	GPK	GPF	GKG	GKF	01	02	03	04	05	06	07	08	09	10	11	12	Total
All Groups																	
Grand Total	1	0	0	5	3	10	10	15	7	2	4	4	10	4	4	0	79

Absence Un-excused

Aggregate days of un-excused absences (2012-13)

Generated on 6/21/2013 9:49:45 AM

	GPK	GPF	GKG	GKF	01	02	03	04	05	06	07	08	09	10	11	12	Total
All Groups																	
Grand Total	0	0	0	5	7	10	9	16	9	7	6	5	0	0	1	0	75

Absenteeism

Students being absent 10% of schools days (2012-13)

Generated on 6/21/2013 9:50:15 AM

	GPK	GPF	GKG	GKF	01	02	03	04	05	06	07	08	09	10	11	12	Total
All Groups																	
Grand Total	43	0	0	0	3	0	0	0	0	0	0	0	1	0	2	0	49

Early Dismissal

Students being dismissed early 5 times or more (2012-13)

Generated on 6/21/2013 9:57:05 AM

	GPK	GPF	GKG	GKF	01	02	03	04	05	06	07	08	09	10	11	12	Total
All Groups																	
Grand Total	0	2	0	6	32	32	26	28	54	31	37	45	49	62	107	93	604

Suspensions Report - Unique

Total suspended - unique students (2012-13)

Generated on 6/21/2013 9:55:53 AM

	GPK	GPF	GKG	GKF	01	02	03	04	05	06	07	08	09	10	11	12	Total
All Groups																	
Grand Total	0	0	0	0	1	0	0	0	0	15	20	21	57	32	16	15	177

Tardy

Students being tardy 5 times or more (2012-13)

Generated on 6/21/2013 9:57:31 AM

	GPK	GPF	GKG	GKF	01	02	03	04	05	06	07	08	09	10	11	12	Total
All Groups																	
Grand Total	6	2	9	1	28	33	25	25	25	37	34	41	18	17	38	27	366

Tuancy Report

Students with 10 or more unexcused absences (2012-13)

Generated on 6/21/2013 9:57:55 AM

	GPK	GPF	GKG	GKF	01	02	03	04	05	06	07	08	09	10	11	12	Total
All Groups																	
Grand Total	0	0	4	0	3	0	1	3	2	0	1	0	1	0	0	0	15