

# SISK12: Analyzing Enrollment

School Information Systems – a Division of Tyler Technologies, Inc.; Proprietary and Confidential

**Path: Click Reports → Student → Site Enrollment Analysis or Enrollment Analysis**

## Overview

These two reports may be generated for a variety of purposes. Each report may be run from the CO site, viewing enrollment for each building, or run at the building level.

## Site Enrollment Analysis

The Site Enrollment Analysis produces a totals page or export file which includes the count of all active students as of a certain date. It may also include a breakdown by race, gender, grade, total students with a SpEd diagnosis, free or reduced lunch status, limited English proficiency, and Career Education status. It looks at primary enrollment only and counts each student as 1, regardless of FTE (Full Time Equivalency).

The screenshot shows a web form for generating a report. At the top left is a button labeled "Start Report". Below it are several input fields and checkboxes:

- "Date Printed on Report:" with a text box containing "11/26/2008" and a calendar icon.
- "Report Title:" with a text box containing "Site Enrollment Analysis".
- "Target Date for Enrollment:" with a text box containing "11/26/2008" and a calendar icon.
- Two radio button options: "Site Enrollment Totals" (which is selected) and "Site Enrollment by Grade/Gender/Race".
- Two unchecked checkboxes: "Include the Projected Students" and "Export to Excel file".

1. Click **Reports** → **Student** → **Site Enrollment Analysis**.
2. Verify the **Date Printed on Report** and **Report Title** and change if necessary.
3. Type the **Target Date for Enrollment**. The report will be generated based on enrollment for that date.
4. Select whether to include **Site Enrollment Totals** or **Site Enrollment by Grade/Gender/Race**. If The second option additionally generates columns for IEP (number of students with a SpEd Diagnosis), FRL (number of students with free or reduced lunch status), LEP (number of students with limited English proficiency), and VTS (number of students flagged for Career Education).
5. Check the box to **Include the Projected Students** if applicable. Students are typically projected (green background) when enrollment records have been rolled over to a new school year, prior to the first day of school.
6. Check the box to **Export to Excel file** if applicable.
7. Click . The **Display Reports** screen displays. From here, you may save, print, or search within the report.

11/26/2008 Edwards Central Office ZECO0708 12:11:58 Site Enrollment Analysis Page: 1														
Site	Grade	Total	Boys	Girls	B	W	H	A	I	IEP	PRL	LEP	VTS	
ZZEL	PK	19	11	8	0	19	0	0	0	0	0	0	0	
	K	21	10	11	0	21	0	0	0	0	0	0	0	
	01	24	13	11	0	23	1	0	0	0	0	0	0	
	02	37	18	19	0	35	0	1	1	1	0	0	0	
	03	18	12	6	0	18	0	0	0	0	0	0	0	
	04	29	14	15	1	27	0	0	1	1	0	0	0	
	Total	148	78	70	1	143	1	1	2	2	0	0	0	
	EZMS	09	35	23	12	0	33	0	2	0	0	0	0	0
		10	61	25	36	16	38	3	3	1	1	0	0	0
		11	65	31	34	8	50	1	4	2	0	0	0	0
		12	60	33	27	8	47	1	0	4	0	1	0	0
		Total	221	112	109	32	168	5	9	7	1	1	0	0
	EZMS	05	29	11	18	0	29	0	0	0	0	0	0	0
06		27	18	9	0	27	0	0	0	0	2	0	0	
07		34	17	17	0	34	0	0	0	0	1	0	0	
08		26	12	14	0	26	0	0	0	0	0	0	0	
Total		116	58	58	0	116	0	0	0	0	3	0	0	
EZCO	PK	19	11	8	0	19	0	0	0	0	0	0	0	
	K	21	10	11	0	21	0	0	0	0	0	0	0	
	01	24	13	11	0	23	1	0	0	0	0	0	0	
	02	37	18	19	0	35	0	1	1	1	0	0	0	
	03	18	12	6	0	18	0	0	0	0	0	0	0	
	04	29	14	15	1	27	0	0	1	1	0	0	0	
	05	29	11	18	0	29	0	0	0	0	0	0	0	
	06	27	18	9	0	27	0	0	0	0	2	0	0	
	07	34	17	17	0	34	0	0	0	0	1	0	0	
	08	26	12	14	0	26	0	0	0	0	0	0	0	
	09	35	23	12	0	33	0	2	0	0	0	0	0	
	10	61	25	36	16	38	3	3	1	1	0	0	0	
	11	65	31	34	8	50	1	4	2	0	0	0	0	
12	60	33	27	8	47	1	0	4	0	1	0	0		
Total	485	248	237	33	427	6	10	9	3	4	0	0		

  

11/26/2008 Edwards Central Office ZECO0708 12:17:33 Site Enrollment Analysis Page: 1			
Site	Enrolled	Total	Name
ZZEL	148	148	Edwards Elementary
EZMS	221	221	Edwards High School
EZMS	116	116	Edwards Middle School
EZVT	0	0	Midwest Regional Career Center
EZCO	485	485	Edwards Central Office

## Enrollment Analysis

The Enrollment Analysis produces a multi-page report when run from the CO site. It generates a breakdown by site, race, gender, grade, and enrollment/residency code, and has multiple options for counting enrollment.

<b>Start Report</b>	
Date Printed on Report:	11/26/2008
Report Title:	Enrollment Analysis
Target Enrollment Dates:	10/1/2007 To 10/1/2007
<input checked="" type="radio"/> All Enrollment Records <input type="radio"/> Primary Enrollment Records Only	
<input type="checkbox"/> Include Projected Students	
<input checked="" type="radio"/> Count each Enrollment as 1.00 <input type="radio"/> Count each Enrollment by its FTE value (FTE=0 are ignored)	
<input checked="" type="checkbox"/> Show Names of Students being Selected <input type="checkbox"/> Sub-Total by Enrollment/Residency Codes <input type="checkbox"/> Exclude the Following Enroll/Res Codes:	
<input type="checkbox"/> 10 <input type="checkbox"/> 12 <input type="checkbox"/> 14 <input type="checkbox"/> 16 <input type="checkbox"/> 18 <input type="checkbox"/> 20 <input type="checkbox"/> 22 <input type="checkbox"/> 30 <input type="checkbox"/> 33 <input type="checkbox"/> 40 <input type="checkbox"/> 42 <input type="checkbox"/> 60 <input type="checkbox"/> 62	

1. Click **Reports** → **Student** → **Enrollment Analysis**.
2. Verify the **Date Printed on Report** and **Report Title** and change if necessary.

3. Type the **Target Enrollment Dates**. The report will be generated based on enrollment for that date range.
4. Select whether to include **All Enrollment Records** or **Primary Enrollment Records Only**. Selecting the first option may count dual enrolled students more than once if running from the CO site.
5. Check the box to **Include the Projected Students** if applicable. Students are typically projected (green background) when enrollment records have been rolled over to a new school year, prior to the first day of school.
6. Select whether to **Count each Enrollment as 1.00** or **Count each Enrollment by its FTE value**. Selecting the first option ignores each student's FTE (Full Time Equivalency).
7. Check the box to **Show Names of Students being Selected** to view a line for each student.
8. Check the box to **Subtotal by Enrollment/Residency Codes** if applicable.
9. Check the box to **Exclude the Following Enroll/Res Codes** and check the boxes to exclude if you would like to exclude certain enrollment/residency codes.
10. Click . The **Display Reports** screen displays. From here, you may save, print, or search within the report.

11/26/2008 12:52:20 ZZHS-0708 - Edwards High School		Edwards High School Enrollment Analysis						ZZHS0708 Page: 1
Grade:	Sex	B	W	H	A	I	O	Total
Grade: 09	Male	0.000	22.000	0.000	1.000	0.000	0.000	23.000
	Female	0.000	11.000	0.000	1.000	0.000	0.000	12.000
Grade: 10	Male	7.000	16.000	1.000	0.000	0.000	0.000	24.000
	Female	9.000	22.000	1.000	3.000	1.000	0.000	36.000
Grade: 11	Male	2.000	25.000	1.000	3.000	0.000	0.000	31.000
	Female	6.000	25.000	0.000	1.000	2.000	0.000	34.000
Grade: 12	Male	6.000	25.000	0.000	0.000	2.000	0.000	33.000
	Female	2.000	22.000	1.000	0.000	2.000	0.000	27.000
	Male	15.000	88.000	4.000	4.000	2.000	0.000	113.000
	Female	17.000	80.000	2.000	5.000	5.000	0.000	109.000
		32.000	168.000	6.000	9.000	7.000	0.000	222.000