Minnesota Department of Education

SCHOOL READINESS ANNUAL REPORT
(WORKSHEET)

Early Learning Services
1500 Highway 36 West
Roseville, MN 55113-4266

GENERAL INFORMATION AND INSTRUCTIONS: Under the statutory authority of Minnesota Statutes section 124D.15, a report to the Minnesota Department of Education (MDE) from each district with a School Readiness program is required. All information requested relates to the period of July 1, 2012, through June 30, 2013. All data is entered electronically on the Early Learning Services Data System at the Minnesota Department of Education (MDE) website (http://education.state.mn.us). Select School Support/ Data Submissions/Early Learning Services Data Reporting (https://w1.education.state.mn.us/EarlyLearningServices/) by July 15, 2013. Summary of School Readiness data provided to MDE will be posted to the MDE website by school district and statewide. This form is a worksheet to prepare school district data for electronic submission to the Early Learning Services Data System (https://w1.education.state.mn.us/EarlylearningServices/). All program contact information MUST be updated by school districts online on the MDE Early Learning Services page prior to School Readiness data submission and anytime there are school district program contact information changes.

IDENTIFICATION INFORAMTION

All program contact information MUST be updated by school districts through the online MDE Early Learning Services prior to School Readiness data submission and anytime there are school district program contact information changes.

District Name(s) – Indicate All Districts Represented by this Report (List fiscal agent first)

District Number(s):

Name of Program Coordinator: Title:

Address: City: Zip Code:

E-Mail Address Required:

Telephone Number: Fax Number:

PROGRAM SERVICES

Type and number of services delivered during the period of July 1, 2012, through June 30, 2013. Total number of participants may be a duplicated count across rows but not within a row.

I. SCHOOL READINESS

A. Half-Day Early Childhood Program

NUMBER OF DAYS PER WEEK	NUMBER OF CHILDREN PARTICIPATING	NUMBER OF PARENTS PARTICIPATING	AVERAGE NUMBER OF HOURS PER CHILD PARTICIPANT	AVERAGE NUMBER OF WEEKS/YEAR
1 Day/Week				
2 Days/Week				
3 Days/Week				
4 Days/Week				
5 Days/Week				

B. Full-Day Early Childhood Program

NUMBER OF DAYS PER WEEK	NUMBER OF CHILDREN PARTICIPATING	NUMBER OF PARENTS PARTICIPATING	AVERAGE NUMBER OF HOURS PER CHILD PARTICIPANT	AVERAGE NUMBER OF WEEKS/YEAR
1 Day/Week				
2 Days/Week				
3 Days/Week				
4 Days/Week				
5 Days/Week				

C. Half-Day of Child- Only Time Added to Early Childhood Family Education

NUMBER OF DAYS PER WEEK	NUMBER OF CHILDREN PARTICIPATING	NUMBER OF PARENTS PARTICIPATING	AVERAGE NUMBER OF HOURS PER CHILD PARTICIPANT	AVERAGE NUMBER OF WEEKS/YEAR
1 Day/Week				
2 Days/Week				
3 Days/Week				
4 Days/Week				
5 Days/Week				

D. Integrated Class(es) with Head Start Center-Based Program

NUMBER OF DAYS PER WEEK	NUMBER OF CHILDREN PARTICIPATING	NUMBER OF PARENTS PARTICIPATING	AVERAGE NUMBER OF HOURS PER CHILD PARTICIPANT	AVERAGE NUMBER OF WEEKS/YEAR
1 Day/Week				
2 Days/Week				
3 Days/Week				
4 Days/Week				
5 Days/Week				

E. Integrated Program with Head Start Home-Based Program

NUMBER OF DAYS PER WEEK	NUMBER OF CHILDREN PARTICIPATING	NUMBER OF PARENTS PARTICIPATING	AVERAGE NUMBER OF HOURS PER CHILD PARTICIPANT	AVERAGE NUMBER OF WEEKS/YEAR
1 Day/Week				
2 Days/Week				
3 Days/Week				
4 Days/Week				
5 Days/Week				

F. Integrated Class(es) with Early Childhood Special Education

NUMBER OF DAYS PER WEEK	NUMBER OF CHILDREN PARTICIPATING	NUMBER OF PARENTS PARTICIPATING	AVERAGE NUMBER OF HOURS PER CHILD PARTICIPANT	AVERAGE NUMBER OF WEEKS/YEAR
1 Day/Week				
2 Days/Week				
3 Days/Week				
4 Days/Week				
5 Days/Week				

G. Summer Kindergarten Preparation

NUMBER OF DAYS PER WEEK	NUMBER OF CHILDREN PARTICIPATING	NUMBER OF PARENTS PARTICIPATING	AVERAGE NUMBER OF HOURS PER CHILD PARTICIPANT	AVERAGE NUMBER OF WEEKS/YEAR
1 Day/Week				
2 Days/Week				
3 Days/Week				
4 Days/Week				
5 Days/Week				

H. Adult Basic Education/Family Literacy

NUMBER OF DAYS PER WEEK	NUMBER OF CHILDREN PARTICIPATING	NUMBER OF PARENTS PARTICIPATING	AVERAGE NUMBER OF HOURS PER CHILD PARTICIPANT	AVERAGE NUMBER OF WEEKS/YEAR
Coordination with Adult Basic Education and Other Adult Literacy Programs				

I. Special Assistance

NUMBER OF DAYS PER WEEK	NUMBER OF CHILDREN PARTICIPATING	NUMBER OF PARENTS PARTICIPATING	AVERAGE NUMBER OF HOURS PER CHILD PARTICIPANT	AVERAGE NUMBER OF WEEKS/YEAR
Scholarships to Non-Public Early Childhood Programs Only				
Scholarships to Public School Early Childhood Programs Only				
Scholarships to Head Start Only				

II. PROGRAM PARTICIPATION

Provide the number of child and parent participants by fee payment categories given below. This should be an unduplicated count. Unduplicated count means the individual is counted only once. Use the definition of "participant" as follows:

PARTICIPANT: *A participant is any parent and/or three, four or five-year-old child up to kindergarten entrance who has had at least one (1) contact with the School Readiness program beyond the mandated basic Early Childhood Screening.*

Participants	Paying Full Fee	Paying Reduced Fee	Paying No Fee
Children three years of age by September 1			
Children four years of age by September 1			
Children five years of age by September 1			
Parents			

Number of participants who received more than 30 hours of service/involvement during the 2012-2013 school year _____.

Provide the Numbers for the Following Items:

1. Number of children in the program with an Individual Education Program (IEP). Children receiving special education services: _____.
2. Number of children with disabilities or developmental delays less severe than those of item #1 above (children NOT eligible for Special Education services): _____.

SCHOOL READINESS REFERRALS

Program or Services	Number of families referred **TO SCHOOL READINESS** by other program/services:	Number of families referred **FROM SCHOOL READINESS** to other programs/services:
a. Early Childhood Screening		
b. Preschool Special Education		
c. Head Start		
d. Child Care Program		
e. Adult Basic Education and Adult Literacy Program		
f. Other		

Provide numbers of children participating in School Readiness who met the eligibility requirements (this may be a duplicated count)

a. Completed Early Childhood Health and Developmental Screening	
b. Qualified for free or reduced-price school lunch:	
c. Identified as English language learning child: d.	
e. Identified as a child who is homeless:	
f. Receiving Preschool Special Education services and has an Individual Education Program (IEP) or an Individualized Interagency Intervention Plan (III-P):	
g. Received an evaluation to determine eligibility for Preschool Special Education services, but is NOT eligible for these services:	
h. Other risk factors identified by the school district and documented on the health and developmental screening program summary form:	
How many children had two or more identified and documented risk factors (identified in a – g above) that were used to determine eligibility for participation in the School Readiness Program (this is an UNDUPLILCATED count):	
How many children received health and developmental screening within 90 days of program enrollment?	
Did you provide interpreter assistance? (circle one) YES NO	
Number of children receiving interpreter assistance:	
Number of adults receiving interpreter assistance:	

IV. CHILD ASSESSMENT/PROGRAM INFORMATION

	Number of Children Assessed at **Entry**	Number of Children Assessed at **Exit**
Child Observation Record (COR)		
Creative Curriculum/Teaching Strategies GOLD		
Word Sampling		
Other (list):		

V. INDICATE CURRICULA USED IN THE SCHOOL READINESS PROGRAM

_____Creative Curriculum

_____High/Scope

_____OWL

_____Other (list):

VI. PARENT INVOLVEMENT

Provide the numbers of parents and the average number of hours a parent participates in program planning and decision-making in School Readiness. This may be a duplicated count.

Parent Involvement Opportunities	Number of Parents	Average Number of Hours
Classroom Volunteer		
Parent Advisory Council		
Other		

Total number of parents involved in one of the activities above, unduplicated: _____