Contents

OVERVIEW .............................................................................................................................................. 3
WHO CAN REQUEST REPORTS ............................................................................................................. 3
SHARING REPORTS ............................................................................................................................... 3
MASKING OF INFORMATION .................................................................................................................. 4
MISCELLANEOUS REPORT FOOTNOTES .............................................................................................. 4
REQUEST EARLY LEARNING OUTCOMES REPORTS ........................................................................... 5
  ELNRPT109 – Early Learning Outcomes Report – Location ................................................................. 7
  ELNRPT110 – Early Learning Outcomes Report – Program ............................................................... 7
  ELNRPT111 – Early Learning Outcomes Report – County ............................................................... 10
  ELNRPT112 – Early Learning Outcomes Report – Legislative District ............................................ 12
REQUEST STUDENT OUTCOMES REPORTS ..................................................................................... 14
  ELNRPT106 – Student Outcomes Report – Location ........................................................................ 15
  ELNRPT107 – Student Outcomes Report – Program .......................................................................... 15
  ELNRPT108 – Student Outcomes Report – County ........................................................................ 19
  ELNRPT113 – Student Outcomes Report – Legislative District ....................................................... 22
VIEW A GENERATED REPORT ............................................................................................................. 24
APPENDIX ................................................................................................................................................. 26
EARLY LEARNING OUTCOMES REPORT – Sample Formats ............................................................... 26
  INFANT - TODDLERS ......................................................................................................................... 26
  INFANT – TODDLERS (Legislative District Version) ......................................................................... 26
  PRE-KINDERGARTEN ......................................................................................................................... 27
  PRE-KINDERGARTEN (Legislative District Version) ........................................................................ 27
  .............................................................................................................................................................. 27
STUDENT OUTCOMES REPORT – Sample Formats ........................................................................ 28
  KINDERGARTEN ENTRY INVENTORY - KEI ...................................................................................... 28
  KINDERGARTEN ENTRY INVENTORY – KEI (Legislative District Version) ..................................... 28
  INDIVIDUALIZED EDUCATION PROGRAM – IEP .......................................................................... 29
  INDIVIDUALIZED EDUCATION PROGRAM – IEP (Legislative District Version) .......................... 30
  PENNSYLVANIA SYSTEM OF SCHOOL ASSESSMENT - PSSA .................................................... 31
Tip Sheet: ELNRPT106-113 – Child Longitudinal Outcomes Reports

PENNSYLVANIA SYSTEM OF SCHOOL ASSESSMENT – PSSA (Legislative District Version) ........................................ 31
GRADE RETENTION ..................................................................................................................................................... 32
GRADE RETENTION (Legislative District Version) .................................................................................................. 33
TIPS FOR SHARING CHILD LONGITUDINAL OUTCOMES REPORTS AND SAMPLE COVER SHEETS .......... 34
  Template: Cover Letter for Early Learning Outcomes Report: ........................................................... 35
  Template: Cover Letter for Early Learning Outcomes Report: ........................................................... 36
  Brief descriptions of OCDEL programs ........................................................................................................... 37
OVERVIEW

The purpose of this tip sheet is to demonstrate how to request and view Child Longitudinal Outcomes Reports. Providers have the ability to view outcomes data for children who currently attend or who formerly attended their early learning programs and make comparisons to outcomes data for children in PELICAN at the program, school district, county and state levels. Providers also have the ability to view outcomes based on the Pennsylvania (PA) legislative districts in which the provider’s location exists.

Providers may request from two sets of reports:

- **Early Learning Outcomes Reports** – These reports enable providers to view aggregate early learning outcomes proficiencies for infants, young toddlers, older toddlers and preschool children (fall and spring outcome data) attending their early learning programs and make comparisons to outcomes for children in PELICAN at program, legislative district, county and state levels.

- **Student Outcomes Reports** – These reports will enable providers to view aggregate data for children who have formerly attended their early learning programs, with options to display Kindergarten Entry Inventory proficiencies for children in kindergarten and PSSA data for children completing grade three. Also, percent of population with IEPs for children in kindergarten through grade three and grade retention for children from kindergarten through grade three. These reports will enable providers to make comparisons to outcomes for children in PELICAN at the program, school district, legislative district, county and state levels.

WHO CAN REQUEST REPORTS

- Lead Agencies / Legal Entities may request Child Longitudinal Outcomes Reports for a single location or a combination of locations for themselves or for their Partners as well.
- Pennsylvania Pre-K Counts (PKC) and Head Start Partners may request Child Longitudinal Outcome Reports for their locations only. In order for Partners to compare their outcomes and proficiency scores against all the enrollments within the grant structure, the Partner will need to ask their Lead Agency to request these reports for them.
- All Location Users may request Child Longitudinal Outcome Reports for their locations only.

SHARING REPORTS

Some of the reports available to you may be useful to external audiences, such as families, school and community leaders, and elected officials. If you plan to share outcomes reports externally with families or other school/program directors, please review the tips in the Appendix and customize and include the appropriate cover sheet with the report to better explain the data included in the report.
MASKING OF INFORMATION

Family Education Rights & Privacy Act (FERPA) requires that rules be put in place to protect the privacy rights of students. To accommodate these rules, Student Outcomes reports ELNRPT 106-108 and 113 will mask or hide data when certain situations arise. Data that is masked for these reports will be replaced with double asterisks ** when the following situations occur:

1. Population is less than 10.
2. 0% or 100% of students within the Population are all proficient.

For Child Longitudinal Outcomes Reports ELNRPT 109-112, the data is not masked regardless of the population or the proficiency percentages.

MISCELLANEOUS REPORT FOOTNOTES

There are a number of items worth mentioning before reviewing Child Longitudinal Outcomes reports:

**Early Learning Outcomes**

- Any report requested is based on current data and may not reflect official year end statistics.
- If Population is zero, report displays an empty box on the report.
- *Population is less than 30 and may not be statistically significant.

**Student Outcomes**

- Student Outcomes data is currently only available for Kindergarten through Grade 3. The Kindergarten Entry Inventory is voluntary and not necessarily representative of all kindergarten students.
- Enrollment data for the current school year may be available until June 1st (the end of the school year) and assessment data for the current school year may not be available until December 1st (of the next school year).
- If Population is zero, report displays an empty box on the report.
- *Population is less than 30 and may not be statistically significant.
REQUEST EARLY LEARNING OUTCOMES REPORTS

1. Once you have received your PELICAN credentials, Click the PELICAN link [https://www.pelican.state.pa.us/]. Enter your Username and Password then Click [LOGIN].

2. Click Reports from the Main Navigation bar.
3. Click [GO] next to the **Location Reports** within the **Reports Home** page.

4. Click [GO] next to the report **ELNRPT106-111 - Child Longitudinal Outcomes Reports**.
5. You will need to decide which report you are requesting. For our illustration, we will show what happens when you request the Early Learning Outcomes report. Click the [Early Learning Outcomes] link.

**ELNRPT109 – Early Learning Outcomes Report – Location**  
**ELNRPT110 – Early Learning Outcomes Report – Program**

**Note:** You have the option of requesting Early Learning Outcomes reports based on Location, Program, County or PA Legislative District for comparisons against your students’ own outcomes. For this example, although the process is exactly the same for both Location and Program Reports, the process for Location is shown below. For information on generating **ELNRPT111 – Early Learning Outcomes Report – County**, please see page 10. For information on generating **ELNRPT112 – Early Learning Outcomes Report – Legislative District**, please see page 12.
6. Click [GO] next to the report **ELNRPT109 – Early Learning Outcomes Report – Location.**

7. Enter the report criteria as described below and then Click [GENERATE REPORT].

**Report Criteria:**

- **School Year** – Enter the school year for which you would like to have outcomes displayed.
- **Lead Agency** – Lead Agency is pre-populated and cannot be changed.
- **Partner** – A Lead Agency may select outcomes for their partners as well.
- **Location(s)** – Select your individual locations or all locations under the Lead Agency.
- **Program(s)** – You may select to receive outcomes based on individual program enrollments or select “All” for all program enrollments.
- **Name of Request** – You have the option of naming the report so you can later distinguish between reports in the **Reports Inbox** if you are requesting multiple reports. It is recommended to create a detailed name for the report.
Below is a sample of how the criteria could be entered.

![Image of report request form]

In the report request above, the report criteria entered is:

- **School Year** – 2013-14
- **Partner** – < left blank>
- **Location(s)** – All
- **Program(s)** – PA Pre-K Counts
- **Name of Request** – Pre-K Counts y10-11
8. A message in red font will indicate that your report was successfully requested. Your report will be ready the next day in the Reports Inbox.

![Image of report generation interface]

**ELNRPT111 – Early Learning Outcomes Report – County.**

We have reviewed the steps to generate the Early Learning Outcomes Report by either Location or Program. Now we’ll show the steps a provider can use to submit the report by County.

9. Click [GO] next to the report **ELNRPT111 – Early Learning Outcomes Report – County.**
10. Enter the report criteria as described below and then Click [GENERATE REPORT].

<table>
<thead>
<tr>
<th>Report Parameters</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>School Year:</strong> 2010-11</td>
</tr>
<tr>
<td><strong>County(ies):</strong> Allegheny, Armstrong, Beaver</td>
</tr>
<tr>
<td><strong>Name of Request:</strong> Adam-Arms-Beaver fy10-11</td>
</tr>
</tbody>
</table>

**Report Criteria:**
- **School Year** – Enter the school year for which you would like to have outcomes displayed.
- **County(ies)** – You may select up to 3 counties. Hold the Ctrl key to select more than one county.
- **Name of Request** – You have the option of naming the report so you can later distinguish between reports in the Reports Inbox if you are requesting multiple reports.

11. A message in red font will indicate that your report was successfully requested. Your report can be found on the Reports Inbox page the following day.
We have reviewed the steps to generate the Early Learning Outcomes Report by Location, Program and County. Now we’ll show the steps a provider can use to submit the report by PA Legislative District.


13. Enter the report criteria as described below and then Click [GENERATE REPORT].

Report Criteria:
School Year – Enter the school year for which you would like to have outcomes displayed.
Senate & House Districts – A House or a Senate District must be selected. You may also select one of each district type as well.
**Name of Request** – You have the option of naming the report so you can later distinguish between reports in the Reports Inbox if you are requesting multiple reports.

In the report request above, the report requested criteria entered is:

**School Year of Kindergarten Entry** – 2013-14  
**Senate District** – Senate-9  
**House District** – blank  
**Outcome(s)** – Kindergarten Entry Inventory and PSSA  
**Name of Request** – ELOR Legislative Senate-9

14. A message in red font will indicate that your report was successfully requested. Your report can be found on the Reports Inbox page the following day.

As you can see, there are countless ways to request reports. If you have any questions, you are encouraged to call the PELICAN Help Desk. Contact the PELICAN Help Desk at 877-491-3818 or ra-eln@pa.gov and they can walk you through the report requesting process so that you can request these reports on your own in the future.

Steps on viewing a report can be found on page 24 of this document. You can skip to the View a Generated Report section or continue to the next page to learn how to generate a Student Outcomes report.
REQUEST STUDENT OUTCOMES REPORTS

1. Navigate to the Location Reports page and then click [GO] next to the report ELNRPT106-113 - Child Longitudinal Outcomes Reports.

<table>
<thead>
<tr>
<th>Report</th>
<th>Description</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>PKCRT01-Classroom Session Rolter</td>
<td>Generates list of all children attending classroom session.</td>
<td>[GO]</td>
</tr>
<tr>
<td>PKCRT02-Mailing labels by location</td>
<td>Generates mailing labels by location.</td>
<td>[GO]</td>
</tr>
<tr>
<td>PKCRT04-Child Risk Factors report</td>
<td>This report will list all child risk factors and also give a total of all risk factors for children enrolled in a classroom session.</td>
<td>[GO]</td>
</tr>
<tr>
<td>ELNRPT01-Location Summary Report</td>
<td>This report gives the location details, percentage of children by program, classroom session summary and attendance by classroom session.</td>
<td>[GO]</td>
</tr>
<tr>
<td>ELNRPT02-Date Monitoring Report</td>
<td>This report will display whether child outcomes were incomplete/partially complete/complete on time/complete not on time.</td>
<td>[GO]</td>
</tr>
<tr>
<td>ELNRPT03-Detailed Child Spreadsheet</td>
<td>This Excel report will display detailed child information for all active and inactive children within a school year. Children with multiple enrollments will be listed by each enrollment.</td>
<td>[GO]</td>
</tr>
<tr>
<td>ELNRPT04-Detailed Staff Spreadsheet</td>
<td>This Excel report will display detailed staff information for all active and inactive teachers within in a school year.</td>
<td>[GO]</td>
</tr>
<tr>
<td>ELNRPT05-Child/Household Update Form</td>
<td>This form displays all child and household information currently entered in MALSCAN. It is designed to be used by providers when updating/reviewing demographic information.</td>
<td>[GO]</td>
</tr>
<tr>
<td>ELNRPT06-111 - Child Longitudinal Outcomes Reports</td>
<td>These reports will display aggregate early learning data and student outcomes data for children at the location, program, and county levels.</td>
<td>[GO]</td>
</tr>
</tbody>
</table>
2. Click the [Student Outcomes] link.

**Note:** Like the Early Learning Outcomes reports, you have the option of requesting Student Outcomes reports based on Location, Program, County and PA Legislative District for comparisons against your students’ own outcomes. For this example, the process for a Location report is shown but the process is exactly the same for both Location and Program Reports. For information on generating **ELNRPT108 – Student Outcomes Report – County**, please see page 19. For information on generating **ELNRPT113 – Student Outcomes Report – Legislative District**, please see page 22.
3. Click [GO] next to the report ELNRPT106 – Student Outcomes Report – Location

4. Enter the report criteria as described below and then Click [GENERATE REPORT].

**Report Criteria:**
- **School Year of Kindergarten Entry** – Enter the year students at your location enrolled in Kindergarten. Refer to the following table to understand the relationship between the desired outcomes and the year of kindergarten entry:

<table>
<thead>
<tr>
<th>Outcome Year Desired (Ex. PSSA for 2011/2012)</th>
<th>Kindergarten Entry Date Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>2011/2012</td>
<td>2008/2009</td>
</tr>
<tr>
<td>2012/2013</td>
<td>2009/2010</td>
</tr>
<tr>
<td>2013/2014</td>
<td>2010/2011</td>
</tr>
<tr>
<td>2014/2015</td>
<td>2011/2012</td>
</tr>
<tr>
<td>2015/2016</td>
<td>2012/2013</td>
</tr>
<tr>
<td>2016/2017</td>
<td>2013/2014</td>
</tr>
<tr>
<td>2017/2018</td>
<td>2014/2015</td>
</tr>
<tr>
<td>2019/2020</td>
<td>2016/2017</td>
</tr>
<tr>
<td>2020/2021</td>
<td>2017/2018</td>
</tr>
</tbody>
</table>

- **Lead Agency** – Lead Agency is pre-populated and cannot be changed.
- **Partner** – A Lead Agency may select outcomes for their partners as well.
- **Location(s)** – Select your individual locations or all locations under the Lead Agency.
- **Program(s)** – Select to receive outcomes based on individual program enrollments or select “All” for all program enrollments.
- **Outcome(s)** – Select the type of outcomes you would like to see displayed in the requested report.
**Name of Request** – You have the option of naming the report so you can later distinguish between reports in the Reports Inbox if you are requesting multiple reports.

Below is a sample of how the criteria could be entered.

In the report request above, the requested criteria entered is:

- **School Year** – 2008-09
- **Partner** – < left blank>
- **Location(s)** – All
- **Program(s)** – All
- **Outcome(s)** – Kindergarten Entry Inventory and PSSA
- **Name of Request** – Location 2008-09 – KEI PSSA
5. A message in red font will indicate that your report was successfully requested. Your report will be ready the next day in the **Reports Inbox**.
We have reviewed the steps to generate the Student Outcomes Report by either Location or Program. Now we’ll show the steps a provider can use to submit the report by County.

6. Click [GO] next to the report **ELNRPT111 – Early Learning Outcomes Report – County**.

7. Enter the report criteria as described below and then Click [GENERATE REPORT].

**Report Criteria:**
**School Year of Kindergarten Entry**—Enter the year students at your location enrolled in Kindergarten. Refer to the following table to understand the relationship between the desire outcomes and the year of kindergarten entry:

<table>
<thead>
<tr>
<th>Outcome Year Desired (Ex. PSSA for 2011/2012)</th>
<th>Kindergarten Entry Date Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>2011/2012</td>
<td>2008/2009</td>
</tr>
<tr>
<td>2012/2013</td>
<td>2009/2010</td>
</tr>
<tr>
<td>2013/2014</td>
<td>2010/2011</td>
</tr>
<tr>
<td>2014/2015</td>
<td>2011/2012</td>
</tr>
<tr>
<td>2015/2016</td>
<td>2012/2013</td>
</tr>
<tr>
<td>2016/2017</td>
<td>2013/2014</td>
</tr>
<tr>
<td>2017/2018</td>
<td>2014/2015</td>
</tr>
<tr>
<td>2019/2020</td>
<td>2016/2017</td>
</tr>
<tr>
<td>2020/2021</td>
<td>2017/2018</td>
</tr>
</tbody>
</table>

**County(ies)**—You may select up to 3 counties. Hold the Ctrl key to select more than one county.
School District(s) – Once the County is selected, the school districts from the Country are displayed in the box. Select all the school districts against which you want to compare outcomes.

Outcome(s) – Select the type of outcomes you would like to see displayed in the requested report.

Name of Request – You have the option of naming the report so you can later distinguish between reports in the Reports Inbox if you are requesting multiple reports.

In the report request above, the report requested criteria entered is:

School Year of Kindergarten Entry – 2008-09
Partner – < left blank>
County(ies) – Adams
School District(s) – Bermudian Springs SD, Fairfield Area SD, Gettysburg Area SD
Outcome(s) – Kindergarten Entry Inventory, PSSA and Grade Retention
Name of Request – County 2008-09 – KEI PSSA
8. A message in red font will indicate that your report was successfully requested. Your report will be ready the next day on the Reports Inbox page.
ELNRPT113 – Student Outcomes Report – Legislative District.

We have reviewed the steps to generate the Student Outcomes Report by Location, Program and County. Now we’ll show the steps a provider can use to submit the report by PA Legislative District.

15. Click [GO] next to the report ELNRPT113 – Student Outcomes Report – Legislative District.

16. Enter the report criteria as described below and then Click [GENERATE REPORT].
Report Criteria:

**School Year of Kindergarten Entry** – Enter the year students at your location enrolled in Kindergarten. Refer to the following table to understand the relationship between the desired outcomes and the year of kindergarten entry:

<table>
<thead>
<tr>
<th>Outcome Year Desired (Ex. PSSA for 2011/2012)</th>
<th>Kindergarten Entry Date Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>2011/2012</td>
<td>2008/2009</td>
</tr>
<tr>
<td>2012/2013</td>
<td>2009/2010</td>
</tr>
<tr>
<td>2013/2014</td>
<td>2010/2011</td>
</tr>
<tr>
<td>2014/2015</td>
<td>2011/2012</td>
</tr>
<tr>
<td>2015/2016</td>
<td>2012/2013</td>
</tr>
<tr>
<td>2016/2017</td>
<td>2013/2014</td>
</tr>
<tr>
<td>2017/2018</td>
<td>2014/2015</td>
</tr>
<tr>
<td>2019/2020</td>
<td>2016/2017</td>
</tr>
<tr>
<td>2020/2021</td>
<td>2017/2018</td>
</tr>
</tbody>
</table>

**Senate & House Districts** - A House or a Senate District must be selected. You may also select one of each district type as well.

**Outcome(s)** – Select the type of outcomes you would like to see displayed in the requested report.

**Name of Request** – You have the option of naming the report so you can later distinguish between reports in the **Reports Inbox** if you are requesting multiple reports.

In the report request above, the report requested criteria entered is:

- **School Year of Kindergarten Entry** – 2009-10
- **Senate District** – Senate-1
- **House District** – House-31
- **Outcome(s)** – Kindergarten Entry Inventory and PSSA
- **Name of Request** – Leg Dist - S1 H31, 2009-10

As you can see, there are countless ways to request reports. If you have any questions, you are encouraged to call the PELICAN Help Desk Contact the PELICAN Help Desk at 877-491-3818 or ra-eln@pa.gov and they can walk you through the report requesting process so that you can request these reports on your own in the future.
VIEW A GENERATED REPORT

1. Click Reports from the Main Navigation bar.

2. Click Inbox on the Sub-Navigation bar.
3. The Reports Inbox page is displayed showing a list of reports requested in the last 30 days. The report must be in Complete Status in order to view it. As shown below, of the 8 reports requested, 6 are Complete and therefore able to be viewed. Click on the Report hyperlink for any report in Complete Status to view your generated report.

4. Due to the size and nature of the reports, they cannot be fully displayed as a part of this document. For sample screen images of the report, please refer to the Appendix.
APPENDIX

EARLY LEARNING OUTCOMES REPORT – Sample Formats

INFANT - TODDLERS

<table>
<thead>
<tr>
<th>Age Grouping</th>
<th>Early Learning Outcomes</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Approaches to Learning</td>
</tr>
<tr>
<td></td>
<td>% Proficient and Above</td>
</tr>
<tr>
<td></td>
<td>Selected Prop.</td>
</tr>
<tr>
<td></td>
<td>Selected Prop.</td>
</tr>
<tr>
<td></td>
<td>Selected Prop.</td>
</tr>
<tr>
<td></td>
<td>Selected Prop.</td>
</tr>
<tr>
<td></td>
<td>Selected Prop.</td>
</tr>
<tr>
<td></td>
<td>Selected Prop.</td>
</tr>
</tbody>
</table>

INFANT – TODDLERS (Legislative District Version)

<table>
<thead>
<tr>
<th>Age Grouping</th>
<th>Early Learning Outcomes</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Approaches to Learning</td>
</tr>
<tr>
<td></td>
<td>% Proficient and Above</td>
</tr>
<tr>
<td></td>
<td>Legislative District</td>
</tr>
<tr>
<td></td>
<td>Legislative District</td>
</tr>
<tr>
<td></td>
<td>Legislative District</td>
</tr>
<tr>
<td></td>
<td>Legislative District</td>
</tr>
<tr>
<td></td>
<td>Legislative District</td>
</tr>
<tr>
<td></td>
<td>Legislative District</td>
</tr>
</tbody>
</table>

Note: Besides population, results are shown in the form of a % of the total.
### PRE-KINDERGARTEN

<table>
<thead>
<tr>
<th>Age Grouping</th>
<th>Population</th>
<th>Approaches to Learning % Proficient and Above</th>
<th>Mathematical Thinking % Proficient and Above</th>
<th>Scientific Thinking % Proficient and Above</th>
<th>Health, Wellness, and Physical Development % Proficient and Above</th>
<th>Language and Literacy Development % Proficient and Above</th>
<th>Social and Emotional Development % Proficient and Above</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre-K Fall</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(4 years)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pre-K Spring</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(4 years)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### PRE-KINDERGARTEN (Legislative District Version)

<table>
<thead>
<tr>
<th>Age Grouping</th>
<th>Legislative District</th>
<th>State</th>
<th>Legislative District</th>
<th>State</th>
<th>Legislative District</th>
<th>State</th>
<th>Legislative District</th>
<th>State</th>
<th>Legislative District</th>
<th>State</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre-K Fall</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(4 years)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pre-K Spring</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(4 years)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
STUDENT OUTCOMES REPORT – Sample Formats

“Poverty indicator” - This field indicates the economically disadvantaged status of a student, and is used to provide the economically disadvantaged disaggregation. To determine if a student is economically disadvantaged, poverty data sources such as Temporary Assistance for Needy Families cases, census poor, Medicaid, children living in institutions for the neglected or delinquent, or those supported in foster homes, or eligibility for free and reduced price lunch.

### KINDERGARTEN ENTRY INVENTORY - KEI

<table>
<thead>
<tr>
<th>Kindergarten Entry Inventory</th>
<th>Social and Emotional Development % Proficient and Above</th>
<th>English Language Arts % Proficient and Above</th>
<th>Mathematics % Proficient and Above</th>
<th>Approaches to Learning % Proficient and Above</th>
<th>Health, Wellness, and Physical Development % Proficient and Above</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grade K</td>
<td>Selected</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2008-2009</td>
<td>Poverty Indicator</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### KINDERGARTEN ENTRY INVENTORY – KEI (Legislative District Version)

<table>
<thead>
<tr>
<th>Kindergarten Entry Inventory</th>
<th>Social and Emotional Development % Proficient and Above</th>
<th>English Language Arts % Proficient and Above</th>
<th>Mathematics % Proficient and Above</th>
<th>Approaches to Learning % Proficient and Above</th>
<th>Health, Wellness, and Physical Development % Proficient and Above</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grade K</td>
<td>Selected</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2009-2010</td>
<td>Poverty Indicator</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## INDIVIDUALIZED EDUCATION PROGRAM - IEP

**Note:** Besides population, results are shown in the form of a % of the total.

<table>
<thead>
<tr>
<th>School Grade</th>
<th>Population Type</th>
<th>Individualized Education Program</th>
<th>% with IEP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grade K</td>
<td>Selected</td>
<td>School District</td>
<td></td>
</tr>
<tr>
<td>2008-2009</td>
<td>Poverty Indicator</td>
<td>County</td>
<td></td>
</tr>
<tr>
<td>Grade 1</td>
<td>Selected</td>
<td>Poverty Indicator</td>
<td></td>
</tr>
<tr>
<td>2009-2010</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grade 2</td>
<td>Selected</td>
<td>Poverty Indicator</td>
<td></td>
</tr>
<tr>
<td>2010-2011</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grade 3</td>
<td>Selected</td>
<td>Poverty Indicator</td>
<td></td>
</tr>
<tr>
<td>2011-2012</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## INDIVIDUALIZED EDUCATION PROGRAM – IEP (Legislative District Version)

Note: Besides population, results are shown in the form of a % of the total.

<table>
<thead>
<tr>
<th>School Grade</th>
<th>Population Type</th>
<th>Legislative District</th>
<th>State</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grade K 2008-2009</td>
<td>Selected</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grade 1 2009-2010</td>
<td>Poverty Indicator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grade 2 2010-2011</td>
<td>Selected</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grade 3 2011-2012</td>
<td>Poverty Indicator</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### PENNSYLVANIA SYSTEM OF SCHOOL ASSESSMENT - PSSA

**Note:** Besides population, results are shown in the form of a % of the total.

<table>
<thead>
<tr>
<th>Population Type</th>
<th>Mathematics % Proficient and Above</th>
<th>Reading % Proficient and Above</th>
<th>Writing % Proficient and Above</th>
</tr>
</thead>
<tbody>
<tr>
<td>School Grade</td>
<td>School District</td>
<td>County</td>
<td>State</td>
</tr>
<tr>
<td>Grade 3</td>
<td>Selected</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2011-2012</td>
<td>Poverty Indicator</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### PENNSYLVANIA SYSTEM OF SCHOOL ASSESSMENT – PSSA (Legislative District Version)

**Note:** Besides population, results are shown in the form of a % of the total.

<table>
<thead>
<tr>
<th>Population Type</th>
<th>Mathematics % Proficient and Above</th>
<th>Reading % Proficient and Above</th>
<th>Writing % Proficient and Above</th>
</tr>
</thead>
<tbody>
<tr>
<td>School Grade</td>
<td>Legislative District</td>
<td>State</td>
<td>Legislative District</td>
</tr>
<tr>
<td>Grade 3</td>
<td>Selected</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2011-2012</td>
<td>Poverty Indicator</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### GRADE RETENTION

<table>
<thead>
<tr>
<th>School Grade</th>
<th>Population Type</th>
<th>School District</th>
<th>County</th>
<th>State</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grade K 2008-2009</td>
<td>Selected</td>
<td>Poverty Indicator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grade 1 2009-2010</td>
<td>Selected</td>
<td>Poverty Indicator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grade 2 2010-2011</td>
<td>Selected</td>
<td>Poverty Indicator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grade 3 2011-2012</td>
<td>Selected</td>
<td>Poverty Indicator</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note: Besides population, results are shown in the form of a % of the total.
### Grade Retention (Legislative District Version)

<table>
<thead>
<tr>
<th>School Grade</th>
<th>Population Type</th>
<th>Legislative District</th>
<th>State</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grade K 2008-2009</td>
<td>Selected</td>
<td>Poverty Indicator</td>
<td></td>
</tr>
<tr>
<td>Grade 1 2009-2010</td>
<td>Selected</td>
<td>Poverty Indicator</td>
<td></td>
</tr>
<tr>
<td>Grade 2 2010-2011</td>
<td>Selected</td>
<td>Poverty Indicator</td>
<td></td>
</tr>
<tr>
<td>Grade 3 2011-2012</td>
<td>Selected</td>
<td>Poverty Indicator</td>
<td></td>
</tr>
</tbody>
</table>

Note: Besides population, results are shown in the form of a % of the total.
TIPS FOR SHARING CHILD LONGITUDINAL OUTCOMES REPORTS AND SAMPLE COVER SHEETS

As a provider of an OCDEL program, you now have access to data on children’s outcomes which you can compare to school district, legislative district, county and state-level outcomes. This data can help you make program-level decisions about instruction and effectiveness.

- **Early Learning Outcome Reports** show how children who are/were enrolled in your program are performing in early childhood program compared to children in the legislative district, county, or state.

- **Student Outcomes Reports** show how children who were enrolled in your program are performing compared to children from Kindergarten – 3rd grade by school district, legislative district, county or state, depending on when the children entered kindergarten. Indicators include:
  - Percentage of children proficient when they entered kindergarten based on the Kindergarten Entry Inventory
  - Percentage of children with Individualized Education Plans
  - Percentage of children proficient on third grade Pennsylvania State Student Assessment (PSSA) tests
  - Percent of children repeating a grade

In the “Poverty Indicator” row are aggregate outcomes for children at the program, school district, county and state level affected by poverty, which makes them more at risk for school failure.

Some of the reports available to you may be useful to external audiences, such as families, school and community leaders, and elected officials. If you plan to share outcomes reports externally with families or other school/program directors, please customize and include the attached cover sheets with the report to better explain the data included in the report.

Here are a few tips to consider when sharing outcomes reports:

- When you request an outcomes report by location, you can request outcomes for children who participated in a particular program, such as Pennsylvania Pre-K Counts (PKC). Distinguish between children in PKC, Head Start, or STAR 3 and 4 if you want and just pull those outcomes.

- If you request outcomes by program, you can only request outcomes for children participating in one program, such as PKC. If you request school outcomes by location, you can select to receive outcomes for children in two or more programs.

- Aggregate outcomes at the county, school district, legislative district, and state level include all child outcomes in PELICAN and cannot be broken down by type of program. These children attended Keystone STARS, Head Start, PKC and/or Early Intervention.

- In the School Outcomes Report, the “Poverty Indicator” row includes aggregate outcomes for children at the program, school district, county and state level affected by poverty, which makes
them more at risk for school failure. This is a more appropriate comparison for at-risk children, like those attending Head Start or PKC programs.

- If you are sharing data with school leaders or elected officials, please provide your program specialist with the name of the person and the report that you shared.

**Template: Cover Letter for Early Learning Outcomes Report:**

**Early Learning Outcomes [Program/Location] Report for [name of program]**

As part of the evidence-based standards of high quality early childhood education programs, teachers assess children’s progress throughout the year using an authentic assessment tool approved by the Pennsylvania Office of Child Development and Early Learning and use this information to guide classroom instruction and inform and engage families in their children’s learning.

Programs report child outcomes that align to Pennsylvania’s Early Learning Standards for infants and toddlers on their birthdate and for preschoolers in the fall and spring of the preschool year. Because children develop so rapidly in the first three years, infants’ and toddlers’ proficiency is based on expected development for their age (12 months, 24 months, 36 months); whereas preschoolers’ proficiency is based on expected development by the end of the preschool year.

The attached report includes aggregate child outcomes data for children attending [name of facility] in [year] who participated in [list the programs included in the report such as Keystone STARS, Head Start, or PKC programs]. The report also includes aggregate outcomes reported for children who participated in an early learning program in [county/legislative district] and statewide.

Approximately [percentage of children served – you can access this information from OCDEL’s Reach and Risk Report at http://www.pakeys.org/pages/get.aspx?page=EarlyLearning_Reach] of children under age five in [county] County are served in publicly-funded quality early education programs such as Nurse-Family Partnership; Parent-Child Home Program; Healthy Families America; Parents as Teachers; Head Start; Pennsylvania Pre-K Counts; School-Based Pre-K; Early Intervention; and Keystone STARS.

[Brief description of the OCDEL program add in the program description(s) of the program from which you have pulled your outcomes data]

You may also want to attach your county’s Early Childhood Education county profile to the outcomes report. The profile includes the percentage of children served by OCDEL programs by county and state and brief descriptions of each program. You can find your county’s profile at http://papromiseforchildren.com/choose-a-quality-program/whats-happening-in-my-county/.

**Brief description of the program pulling the report**

- Mission
- Number/ages of kids served
- All of the OCDEL programs you participate in
- Website and contact info for more information
Template: Cover Letter for Student Outcomes Report:

**Student Outcomes Report [Program/Location] for [name of program]**

As part of the evidence-based standards of high quality early childhood education programs teachers assess children’s progress throughout the year using an authentic assessment tool approved by the Pennsylvania Office of Child Development and Early Learning and use this information to guide classroom instruction and inform and engage families in their children’s learning.

The attached report includes aggregate child outcomes data for children who participated in [name of OCDEL program(s)] at [name of your program/facility] that entered kindergarten in [year they attended kindergarten] as well as outcomes reported for children who participated in an early learning program in [school district/county/legislative district] and statewide. The outcomes included are *(only list the ones that you included in your report):*

- Percentage of children proficient when they entered kindergarten based on the Kindergarten Entry Inventory
- Percentage of children with Individualized Education Plans
- Percentage of children proficient on third grade Pennsylvania State Student Assessment (PSSA) tests
- Percent of children repeating a grade.

In the “Poverty Indicator” row are aggregate outcomes for children at the program, school district, county and state level affected by poverty, which makes them more at risk for school failure.

Approximately *[percentage of children served you can access this information from OCDEL’s Reach and Risk Report athttp://www.pakeys.org/pages/get.aspx?page=EarlyLearning_Reach]* of children in [county] County are served in Nurse-Family Partnership; Parent-Child Home Program; Healthy Families America; Parents as Teachers; Head Start; Pennsylvania Pre-K Counts; School-Based Pre-K; Early Intervention; and Keystone STARS.

**[Brief description of the OCDEL program add in the program description(s) of the program from which you have pulled your outcomes data]**

You may also want to attach your county’s Early Childhood Education county profile to the outcomes report. The profile includes the percentage of children served by OCDEL programs by county and state and brief descriptions of each program. You can find your county’s profile at [http://papromiseforchildren.com/choose-a-quality-program/whats-happening-in-my-county/](http://papromiseforchildren.com/choose-a-quality-program/whats-happening-in-my-county/).

**Brief description of the program pulling the report**

- Mission
- Number/ages of kids served
- All of the OCDEL programs you participate in
- Website and contact info for more information
Brief descriptions of OCDEL programs

**Early Intervention** serves young children with disabilities/developmental delays and their families. Early Intervention builds upon the natural learning occurring in a child’s early years and promotes collaboration among parents, service providers, early childhood educators and others involved in the child’s life.

**Head Start** provides comprehensive early learning services to at-risk children and families, prioritizing enrollment to families at 100 percent of the federal poverty level or other categorical eligibility criteria. In addition to educational services, Head Start offers health/nutrition services, support to families and strong parent involvement. The percentage of four-year olds with proficient academic and social skills more than tripled to 76 percent after participating in Head Start Supplemental Assistance programs in 2012-13. In fact, there was a six-fold increase in the percentage of children with proficient mathematical thinking skills.

**Home Visiting Programs** such as Healthy Families America, Nurse-Family Partnership, Parents as Teachers, and Parent-Child Home Program have a family-centered focus that supports families through a strength-based approach that works with both the child and parent.

**Keystone STARS** provides families with a tool to gauge the quality early learning programs and is proven to improve the quality of child care based on an independent study. Child care and Head Start programs earn a STAR 1 to STAR 4 level by meeting quality standards for teacher qualifications, learning environment and program management. The percentage of four-year olds with proficient academic and social skills doubled to 81 percent after participating in Keystone STARS 3 and 4 programs in 2012-13.

**Pennsylvania Pre-K Counts** provides high quality pre-kindergarten education for at-risk three-and four-year-olds in Pennsylvania. The percentage of four-year olds with proficient academic and social skills tripled to 82 percent after participating in PA Pre-K Counts programs in 2012-13.