



6/14/2014

Child Longitudinal Outcomes Report Tip Sheet



Office of Child Development and Early Learning (OCDEL)
COMMONWEALTH OF PENNSYLVANIA

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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

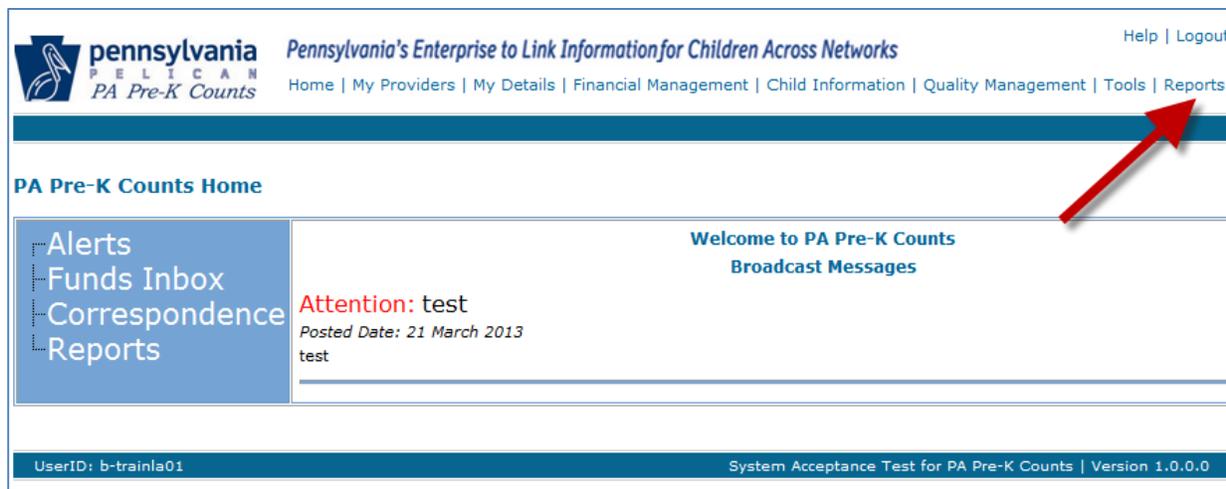
- Student Outcomes data is currently only available for Kindergarten through Grade 3. The Kindergarten Entry Inventory is voluntary and not necessarily representative of all kindergarten students.
- Enrollment data for the current school year may be available until June 1st (the end of the school year) 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.



- Click [GO] next to the **Location Reports** within the *Reports Home* page.




 Pennsylvania's Enterprise to Link Information for Children Across Networks
 Help | Logout

[Home](#) | [My Providers](#) | [My Details](#) | [Financial Management](#) | [Child Information](#) | [Quality Management](#) | [Tools](#) | **Reports**

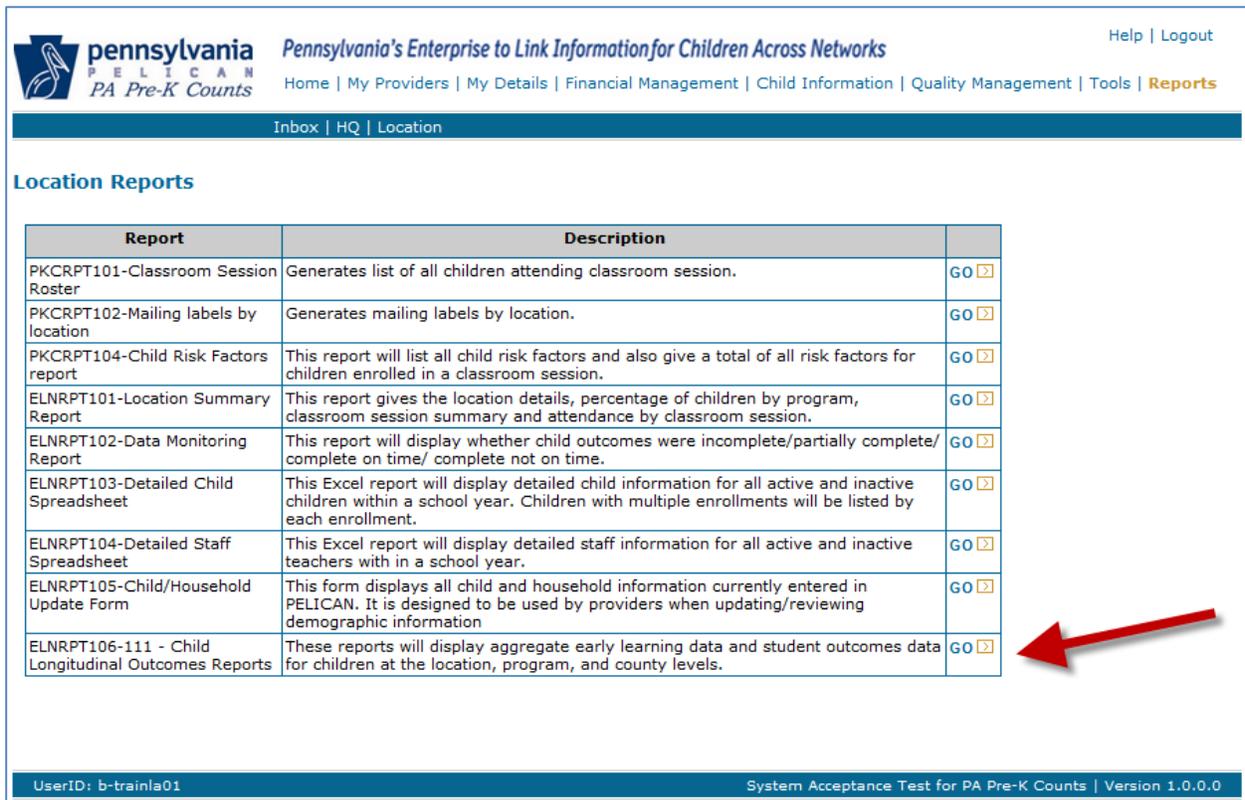
Inbox | HQ | Location

Reports Home

Description	
Report Inbox	GO
HQ Reports	GO
Location Reports	GO

UserID: b-trainla01 System Acceptance Test for PA Pre-K Counts | Version 1.0.0.0

- Click [GO] next to the report **ELNRPT106-111 - Child Longitudinal Outcomes Reports**.




 Pennsylvania's Enterprise to Link Information for Children Across Networks
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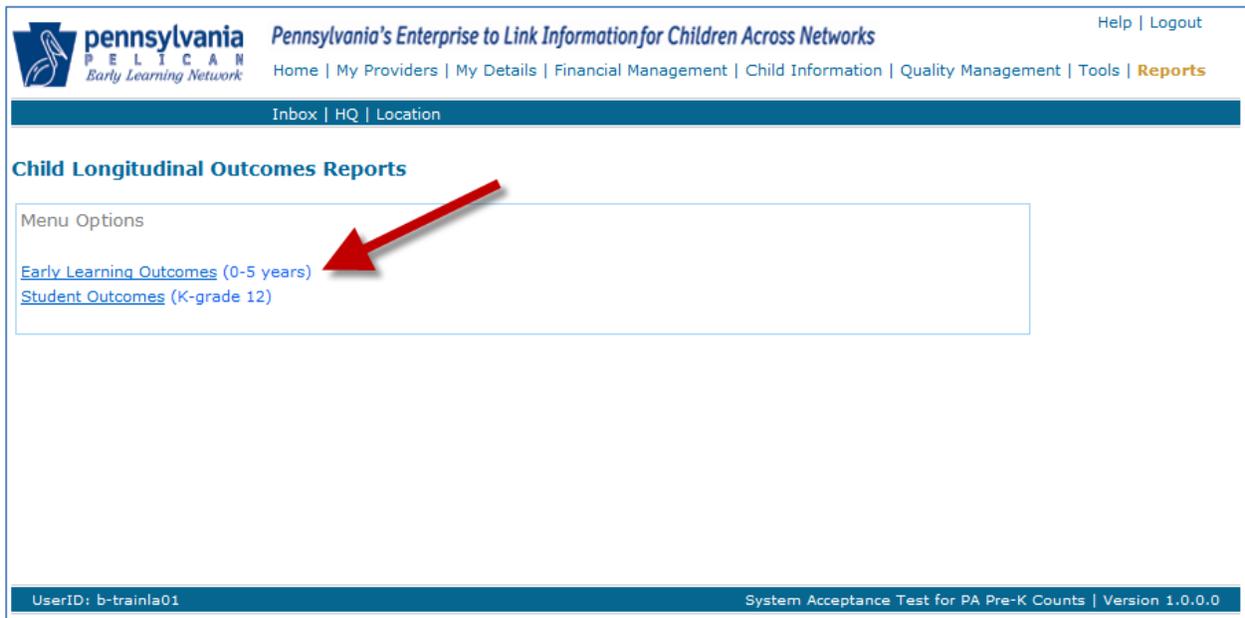
Inbox | HQ | Location

Location Reports

Report	Description	
PKCRPT101-Classroom Session Roster	Generates list of all children attending classroom session.	GO
PKCRPT102-Mailing labels by location	Generates mailing labels by location.	GO
PKCRPT104-Child Risk Factors report	This report will list all child risk factors and also give a total of all risk factors for children enrolled in a classroom session.	GO
ELNRPT101-Location Summary Report	This report gives the location details, percentage of children by program, classroom session summary and attendance by classroom session.	GO
ELNRPT102-Data Monitoring Report	This report will display whether child outcomes were incomplete/partially complete/complete on time/ complete not on time.	GO
ELNRPT103-Detailed Child Spreadsheet	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.	GO
ELNRPT104-Detailed Staff Spreadsheet	This Excel report will display detailed staff information for all active and inactive teachers with in a school year.	GO
ELNRPT105-Child/Household Update Form	This form displays all child and household information currently entered in PELICAN. It is designed to be used by providers when updating/reviewing demographic information	GO
ELNRPT106-111 - Child Longitudinal Outcomes Reports	These reports will display aggregate early learning data and student outcomes data for children at the location, program, and county levels.	GO

UserID: b-trainla01 System Acceptance Test for PA Pre-K Counts | Version 1.0.0.0

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.



The screenshot shows the website interface for the Pennsylvania Pelican Early Learning Network. At the top, there is a navigation bar with the logo on the left and the text "Pennsylvania's Enterprise to Link Information for Children Across Networks" in the center. On the right, there are links for "Help | Logout" and "Reports". Below the navigation bar, there is a sub-menu with "Inbox | HQ | Location". The main content area is titled "Child Longitudinal Outcomes Reports" and contains a "Menu Options" section. A red arrow points to the "Early Learning Outcomes (0-5 years)" link. Below it is the "Student Outcomes (K-grade 12)" link. At the bottom of the page, there is a footer with "UserID: b-trainla01" on the left and "System Acceptance Test for PA Pre-K Counts | Version 1.0.0.0" on the right.

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.

- Click [GO] next to the report **ELNRPT109 – Early Learning Outcomes Report – Location**.



Pennsylvania's Enterprise to Link Information for Children Across Networks

[Help](#) | [Logout](#)

[Home](#) | [My Providers](#) | [My Details](#) | [Financial Management](#) | [Child Information](#) | [Quality Management](#) | [Tools](#) | **[Reports](#)**

[Inbox](#) | [HQ](#) | [Location](#)

Early Learning Outcomes Reports

Report	Description	
ELNRPT109 - Early Learning Outcomes Report - Location	This report will display aggregate early learning outcomes data for children by location.	GO <input type="button" value=""/>
ELNRPT110 - Early Learning Outcomes Report - Program	This report will display aggregate early learning outcomes data for children by program.	GO <input type="button" value=""/>
ELNRPT111 - Early Learning Outcomes Report - County	This report will display aggregate early learning outcomes data for children by county.	GO <input type="button" value=""/>

[BACK](#)

UserID: b-trainla01

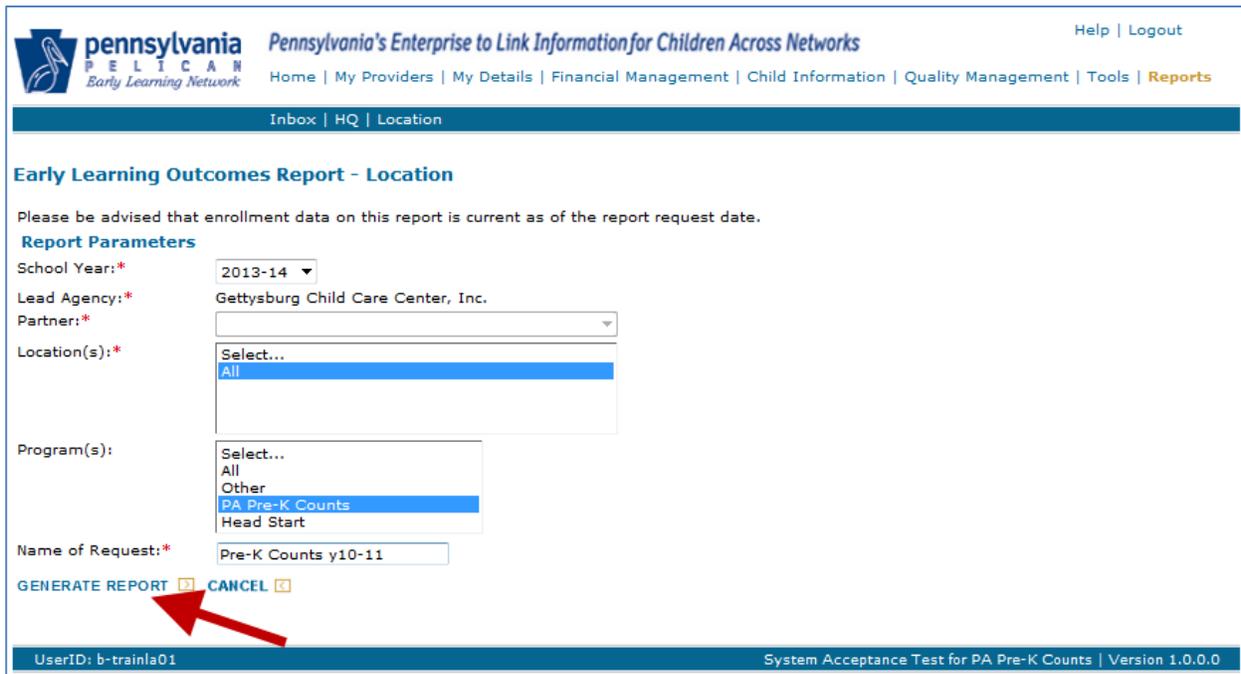
System Acceptance Test for PA Pre-K Counts | Version 1.0.0.0

- 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.



Early Learning Outcomes Report - Location

Please be advised that enrollment data on this report is current as of the report request date.

Report Parameters

School Year:* 2013-14 ▼

Lead Agency:* Gettysburg Child Care Center, Inc.

Partner:*

Location(s):* Select...
All

Program(s): Select...
All
Other
PA Pre-K Counts
Head Start

Name of Request:* Pre-K Counts y10-11

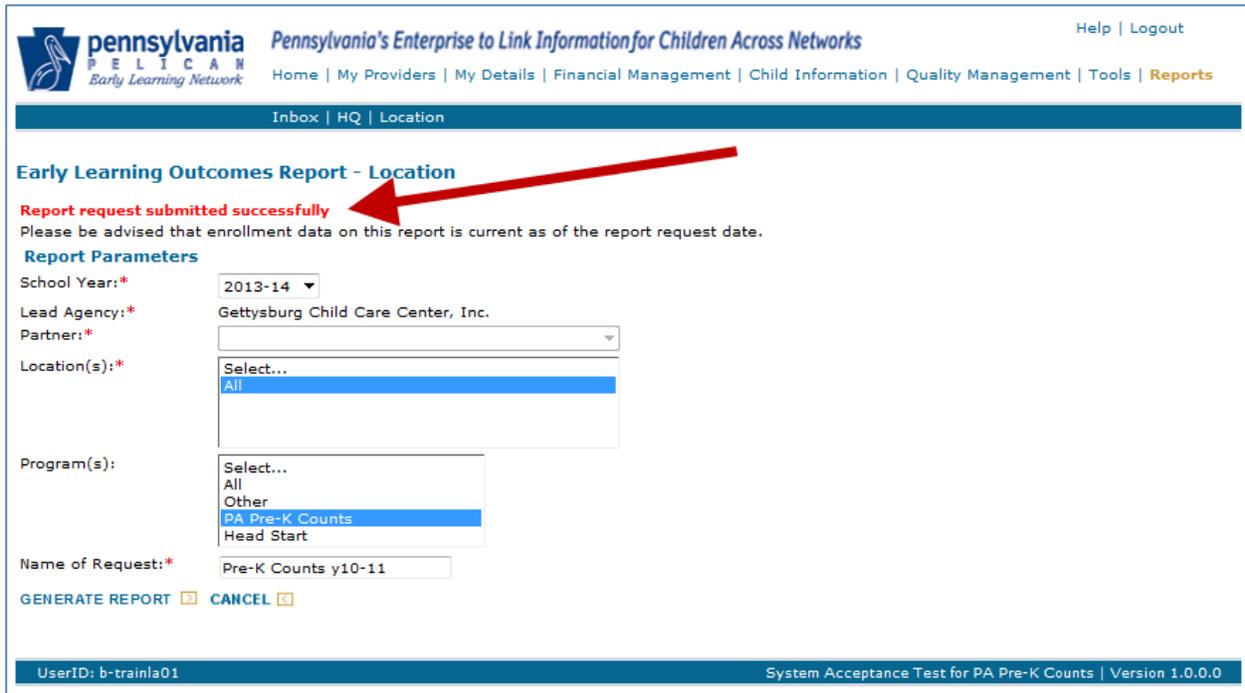
GENERATE REPORT **CANCEL**

UserID: b-trainla01 System Acceptance Test for PA Pre-K Counts | Version 1.0.0.0

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

- 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**.



Early Learning Outcomes Report - Location

Report request submitted successfully
Please be advised that enrollment data on this report is current as of the report request date.

Report Parameters

School Year:* 2013-14
Lead Agency:* Gettysburg Child Care Center, Inc.
Partner:*
Location(s):* All
Program(s): PA Pre-K Counts
Name of Request:* Pre-K Counts y10-11

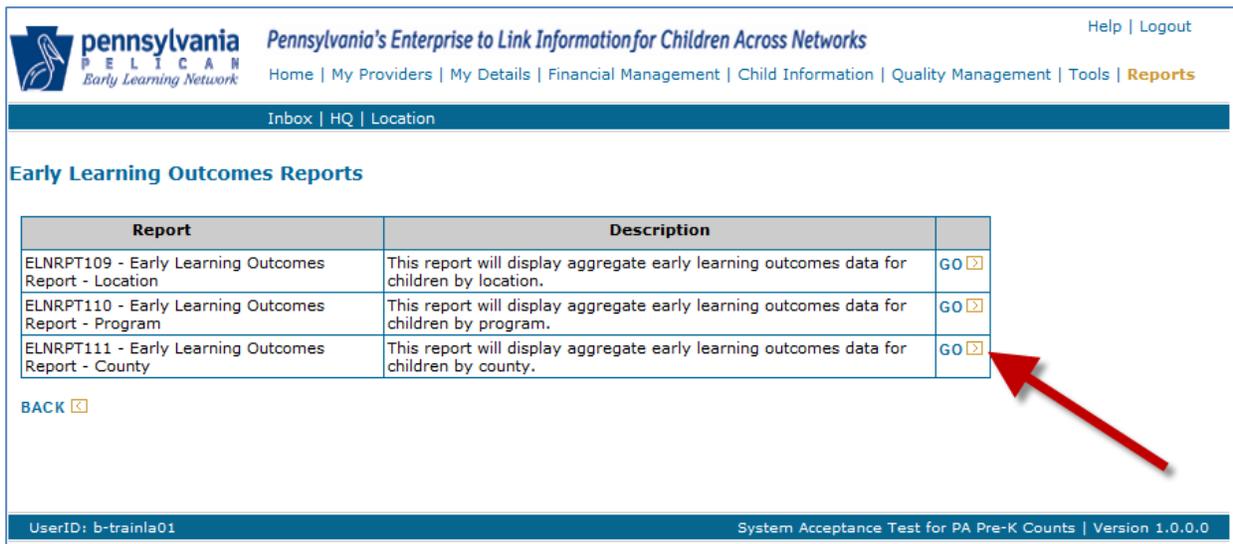
[GENERATE REPORT](#) [CANCEL](#)

UserID: b-trainla01 System Acceptance Test for PA Pre-K Counts | Version 1.0.0.0

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.

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



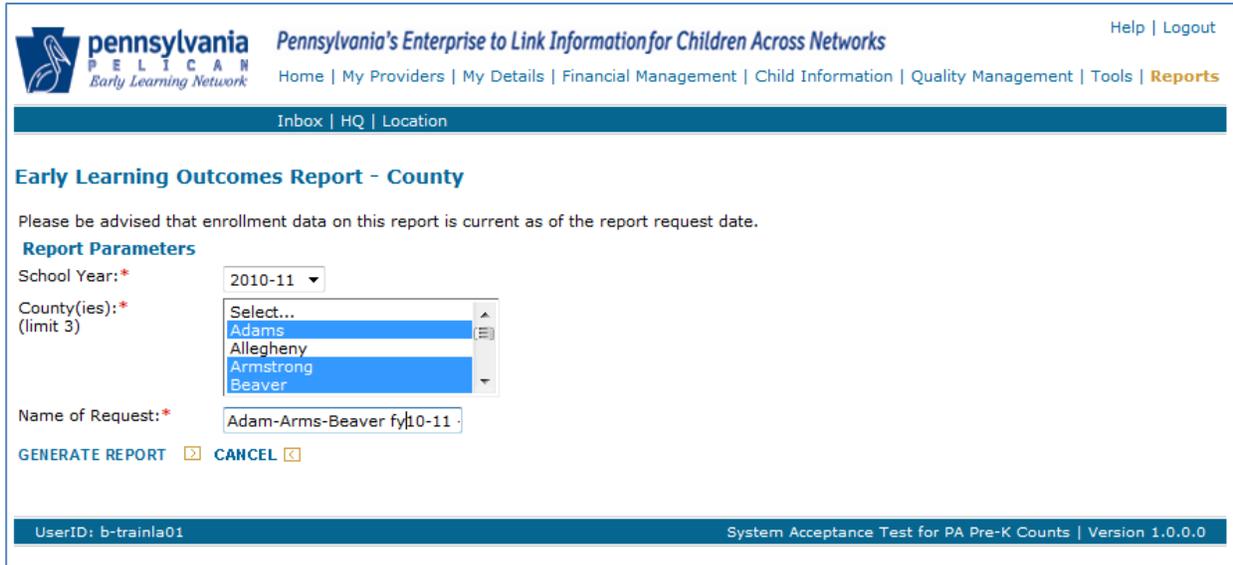
Early Learning Outcomes Reports

Report	Description	
ELNRPT109 - Early Learning Outcomes Report - Location	This report will display aggregate early learning outcomes data for children by location.	GO
ELNRPT110 - Early Learning Outcomes Report - Program	This report will display aggregate early learning outcomes data for children by program.	GO
ELNRPT111 - Early Learning Outcomes Report - County	This report will display aggregate early learning outcomes data for children by county.	GO

[BACK](#)

UserID: b-trainla01 System Acceptance Test for PA Pre-K Counts | Version 1.0.0.0

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



Early Learning Outcomes Report - County

Please be advised that enrollment data on this report is current as of the report request date.

Report Parameters

School Year:* 2010-11

County(ies):* (limit 3)
 Select...
 Adams
 Allegheny
 Armstrong
 Beaver

Name of Request:* Adam-Arms-Beaver fy10-11

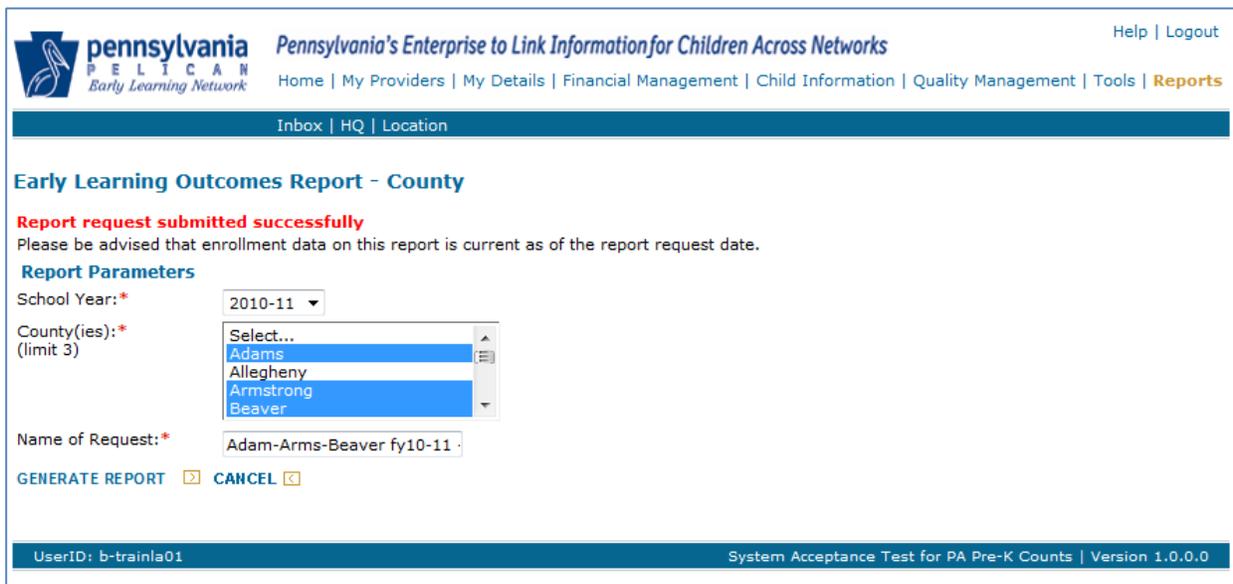
GENERATE REPORT **CANCEL**

UserID: b-trainla01 System Acceptance Test for PA Pre-K Counts | Version 1.0.0.0

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.



Early Learning Outcomes Report - County

Report request submitted successfully

Please be advised that enrollment data on this report is current as of the report request date.

Report Parameters

School Year:* 2010-11

County(ies):* (limit 3)
 Select...
 Adams
 Allegheny
 Armstrong
 Beaver

Name of Request:* Adam-Arms-Beaver fy10-11

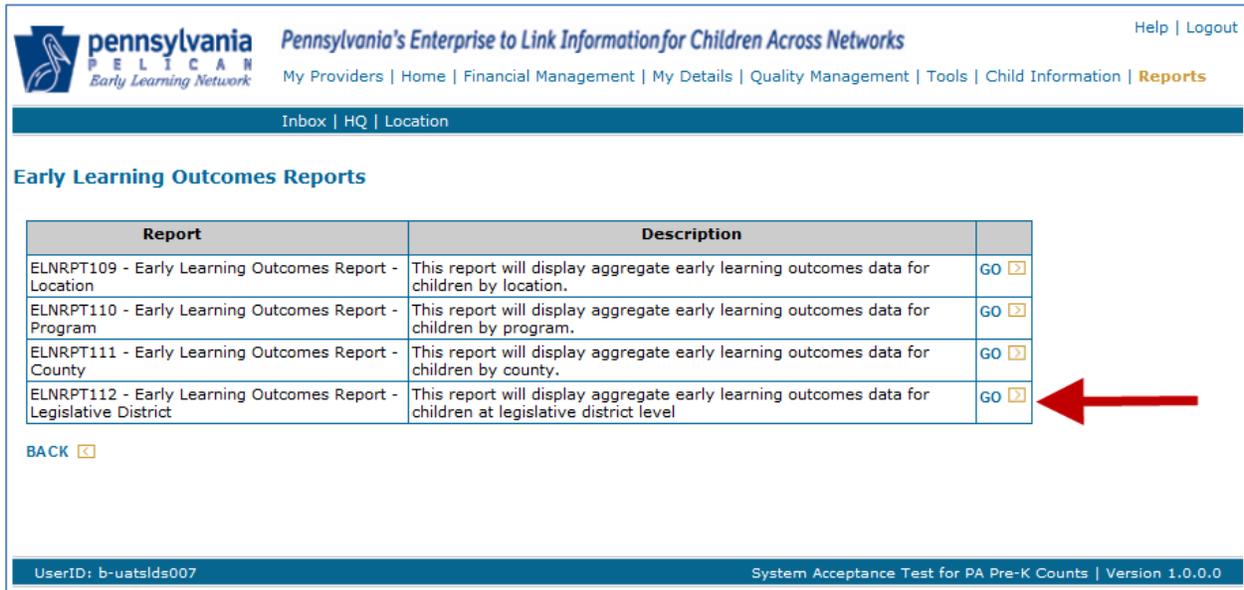
GENERATE REPORT **CANCEL**

UserID: b-trainla01 System Acceptance Test for PA Pre-K Counts | Version 1.0.0.0

ELNRPT112 – Early Learning Outcomes Report – Legislative District.

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.

12. Click [GO] next to the report **ELNRPT112 – Early Learning Outcomes Report – Legislative District**.



Help | Logout

My Providers | Home | Financial Management | My Details | Quality Management | Tools | Child Information | **Reports**

Inbox | HQ | Location

Early Learning Outcomes Reports

Report	Description	
ELNRPT109 - Early Learning Outcomes Report - Location	This report will display aggregate early learning outcomes data for children by location.	GO
ELNRPT110 - Early Learning Outcomes Report - Program	This report will display aggregate early learning outcomes data for children by program.	GO
ELNRPT111 - Early Learning Outcomes Report - County	This report will display aggregate early learning outcomes data for children by county.	GO
ELNRPT112 - Early Learning Outcomes Report - Legislative District	This report will display aggregate early learning outcomes data for children at legislative district level	GO

BACK

UserID: b-uatslds007 System Acceptance Test for PA Pre-K Counts | Version 1.0.0.0

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



Help | Logout

My Providers | Home | Financial Management | My Details | Quality Management | Tools | Child Information | **Reports**

Inbox | HQ | Location

Early Learning Outcomes Report - Legislative District

Please be advised that enrollment data on this report is current as of the report request date.

Report Parameters

School Year:* 2013-14

Senate District:** Senate-9

House District:** Select...

Name of Request:* ELOR Legislative Senate-9

GENERATE REPORT CANCEL

UserID: b-uatslds007 System Acceptance Test for PA Pre-K Counts | Version 1.0.0.0

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.



The screenshot shows the 'Reports' section of the PELICAN system. A red arrow points to a message: '214: Report request submitted successfully'. Below this, the 'Report Parameters' are listed: School Year: 2013-14, Senate District: Senate-9, House District: Select..., and Name of Request: ELOR Legislative Senate-9. There are 'GENERATE REPORT' and 'CANCEL' buttons at the bottom.

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**.



Pennsylvania's Enterprise to Link Information for Children Across Networks

[Help](#) | [Logout](#)

[Home](#) | [My Providers](#) | [My Details](#) | [Financial Management](#) | [Child Information](#) | [Quality Management](#) | [Tools](#) | **[Reports](#)**

Inbox | HQ | Location

Location Reports

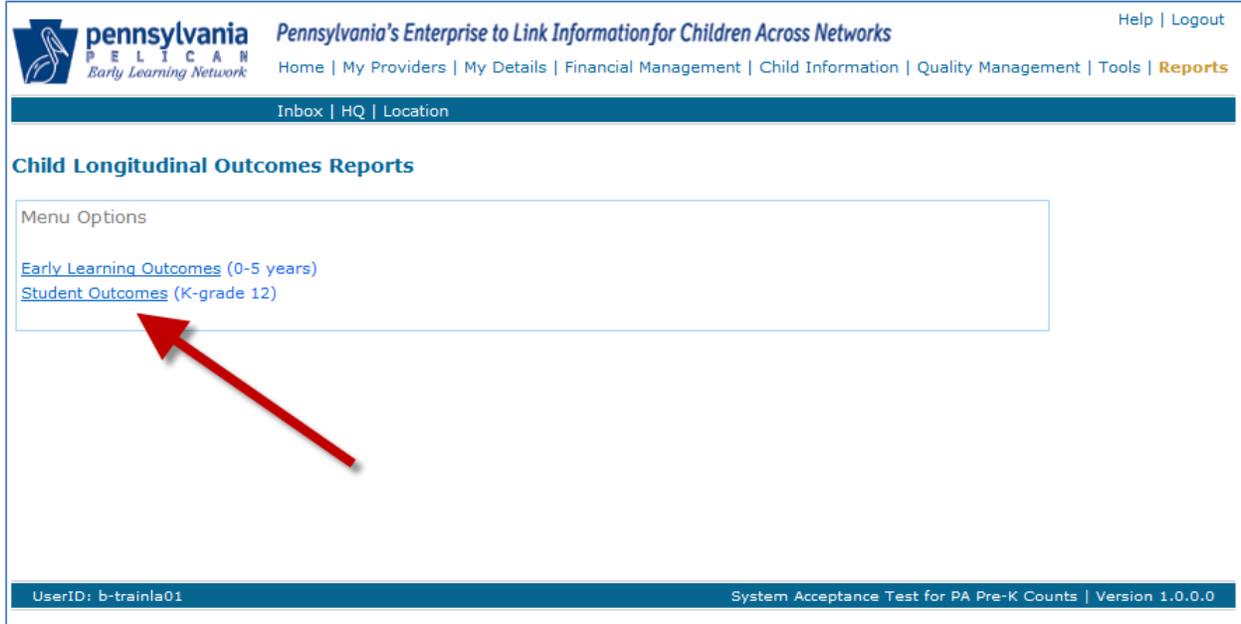
Report	Description	GO
PKCRPT101-Classroom Session Roster	Generates list of all children attending classroom session.	GO
PKCRPT102-Mailing labels by location	Generates mailing labels by location.	GO
PKCRPT104-Child Risk Factors report	This report will list all child risk factors and also give a total of all risk factors for children enrolled in a classroom session.	GO
ELNRPT101-Location Summary Report	This report gives the location details, percentage of children by program, classroom session summary and attendance by classroom session.	GO
ELNRPT102-Data Monitoring Report	This report will display whether child outcomes were incomplete/partially complete/complete on time/ complete not on time.	GO
ELNRPT103-Detailed Child Spreadsheet	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.	GO
ELNRPT104-Detailed Staff Spreadsheet	This Excel report will display detailed staff information for all active and inactive teachers with in a school year.	GO
ELNRPT105-Child/Household Update Form	This form displays all child and household information currently entered in PELICAN. It is designed to be used by providers when updating/reviewing demographic information	GO
ELNRPT106-111 - Child Longitudinal Outcomes Reports	These reports will display aggregate early learning data and student outcomes data for children at the location, program, and county levels.	GO

UserID: b-trainla01

System Acceptance Test for PA Pre-K Counts | Version 1.0.0.0



2. Click the [Student Outcomes] link.



Help | Logout

Home | My Providers | My Details | Financial Management | Child Information | Quality Management | Tools | **Reports**

Inbox | HQ | Location

Child Longitudinal Outcomes Reports

Menu Options

- [Early Learning Outcomes \(0-5 years\)](#)
- [Student Outcomes \(K-grade 12\)](#)

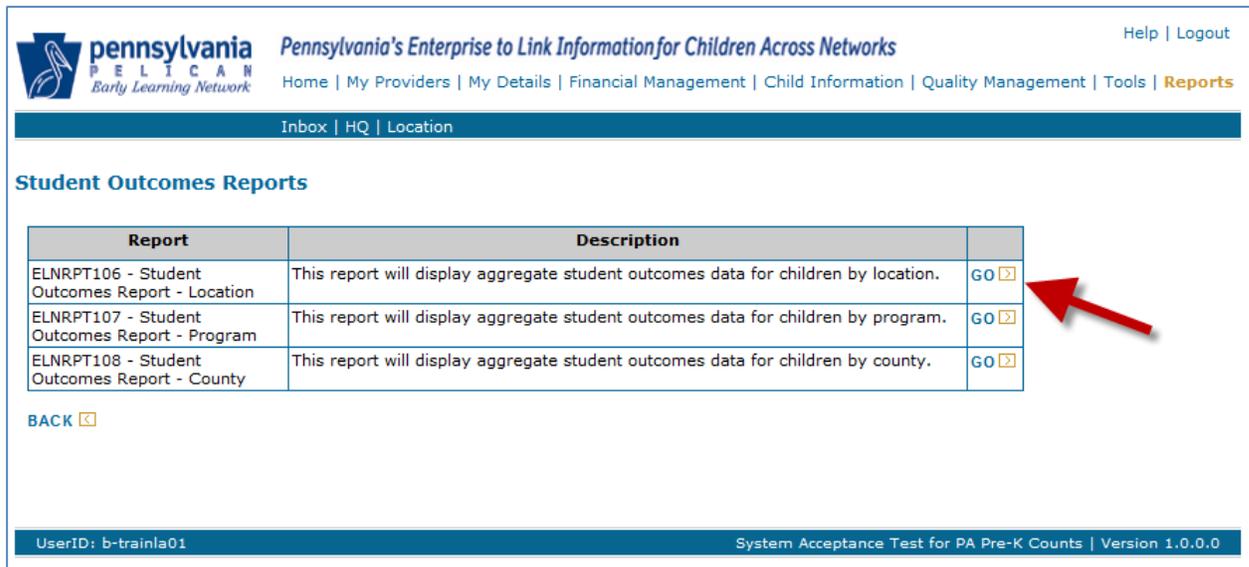
UserID: b-trainla01 System Acceptance Test for PA Pre-K Counts | Version 1.0.0.0

ELNRPT106 – Student Outcomes Report – Location

ELNRPT107 – Student Outcomes Report – Program

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.

- Click [GO] next to the report **ELNRPT106 – Student Outcomes Report – Location**



Help | Logout

Home | My Providers | My Details | Financial Management | Child Information | Quality Management | Tools | **Reports**

Inbox | HQ | Location

Student Outcomes Reports

Report	Description	
ELNRPT106 - Student Outcomes Report - Location	This report will display aggregate student outcomes data for children by location.	GO 
ELNRPT107 - Student Outcomes Report - Program	This report will display aggregate student outcomes data for children by program.	GO 
ELNRPT108 - Student Outcomes Report - County	This report will display aggregate student outcomes data for children by county.	GO 

BACK 

UserID: b-trainla01 System Acceptance Test for PA Pre-K Counts | Version 1.0.0.0

- 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:

Outcome Year Desired (Ex. PSSA for 2011/2012)	Kindergarten Entry Date Required
2011/2012	2008/2009
2012/2013	2009/2010
2013/2014	2010/2011
2014/2015	2011/2012
2015/2016	2012/2013
2016/2017	2013/2014
2017/2018	2014/2015
2018/2019	2015/2016
2019/2020	2016/2017
2020/2021	2017/2018

Lead Agency – Lead Agency is pre-populated and cannot be changed.

Partner – A Lead Agency may select outcomes for their partners as well.

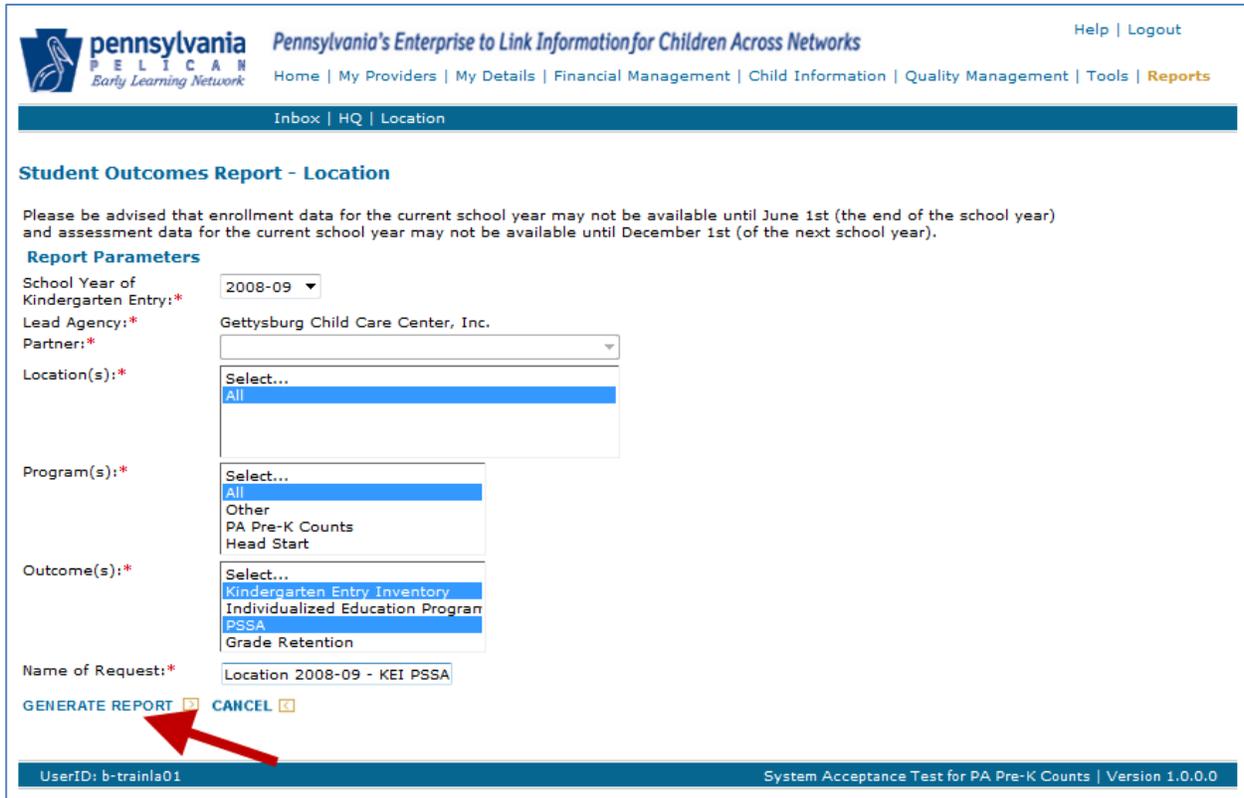
Location(s) – Select your individual locations or all locations under the Lead Agency.

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.



Student Outcomes Report - Location

Please be advised that enrollment data for the current school year may not 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).

Report Parameters

School Year of Kindergarten Entry:* 2008-09

Lead Agency:* Gettysburg Child Care Center, Inc.

Partner:*

Location(s):* All

Program(s):* All

Outcome(s):* Kindergarten Entry Inventory, Individualized Education Program, PSSA, Grade Retention

Name of Request:* Location 2008-09 - KEI PSSA

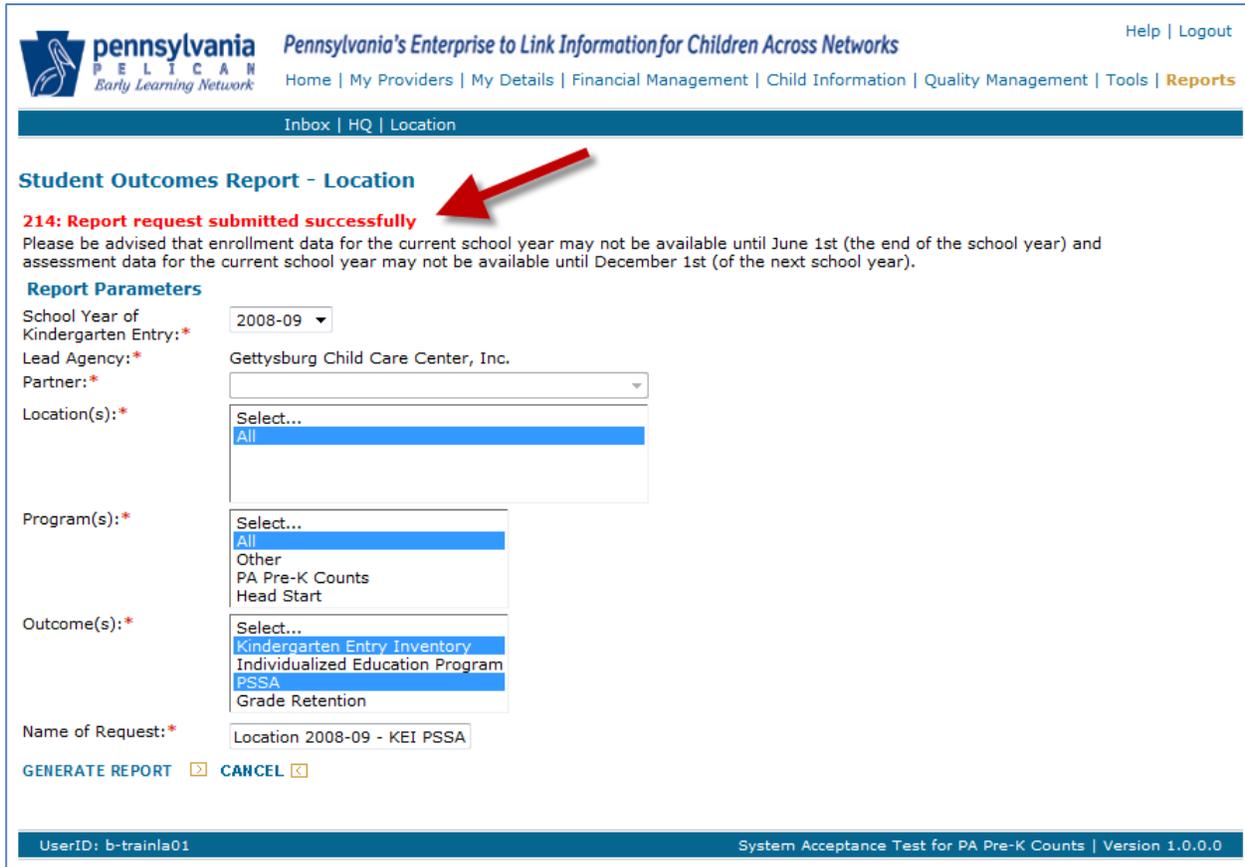
GENERATE REPORT **CANCEL**

UserID: b-trainla01 System Acceptance Test for PA Pre-K Counts | Version 1.0.0.0

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**.



Student Outcomes Report - Location

214: Report request submitted successfully

Please be advised that enrollment data for the current school year may not 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).

Report Parameters

School Year of Kindergarten Entry:* 2008-09

Lead Agency:* Gettysburg Child Care Center, Inc.

Partner:*

Location(s):* Select... All

Program(s):* Select... All Other PA Pre-K Counts Head Start

Outcome(s):* Select... Kindergarten Entry Inventory Individualized Education Program PSSA Grade Retention

Name of Request:* Location 2008-09 - KEI PSSA

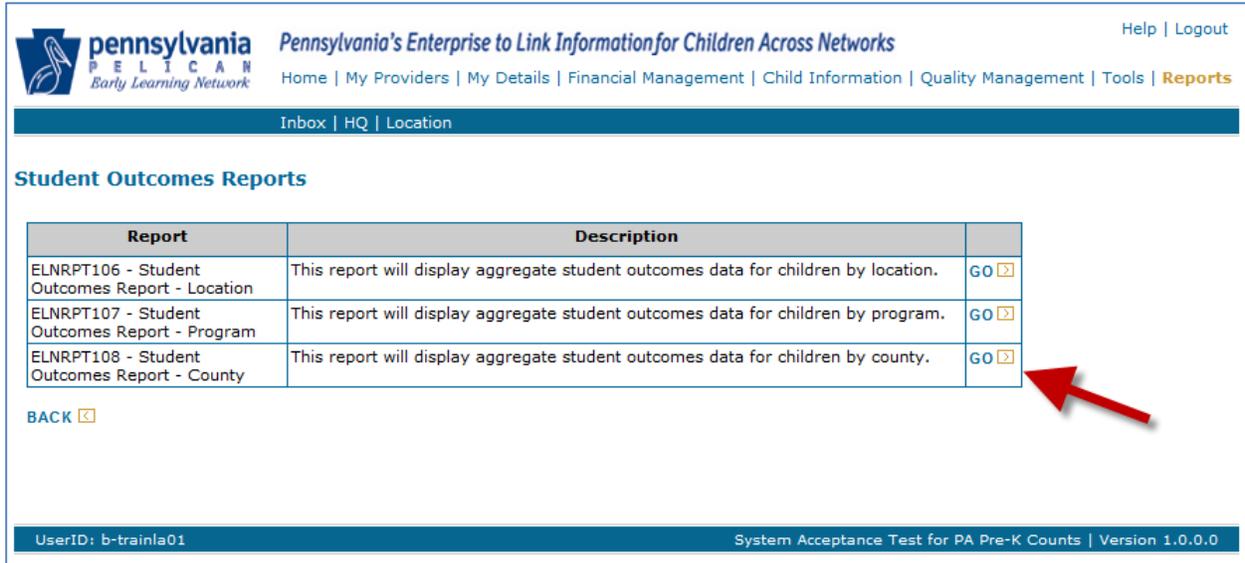
GENERATE REPORT **CANCEL**

UserID: b-trainla01 System Acceptance Test for PA Pre-K Counts | Version 1.0.0.0

ELNRPT108 – Student Outcomes Report – County.

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.

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



The screenshot shows the 'Student Outcomes Reports' page. At the top, there is a navigation bar with 'Home | My Providers | My Details | Financial Management | Child Information | Quality Management | Tools | Reports'. Below this is a sub-navigation bar with 'Inbox | HQ | Location'. The main content area has a heading 'Student Outcomes Reports' and a table with the following data:

Report	Description	
ELNRPT106 - Student Outcomes Report - Location	This report will display aggregate student outcomes data for children by location.	GO
ELNRPT107 - Student Outcomes Report - Program	This report will display aggregate student outcomes data for children by program.	GO
ELNRPT108 - Student Outcomes Report - County	This report will display aggregate student outcomes data for children by county.	GO

Below the table is a 'BACK

At the bottom of the page, there is a footer with 'UserID: b-trainla01' and 'System Acceptance Test for PA Pre-K Counts | Version 1.0.0.0'.

- 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:

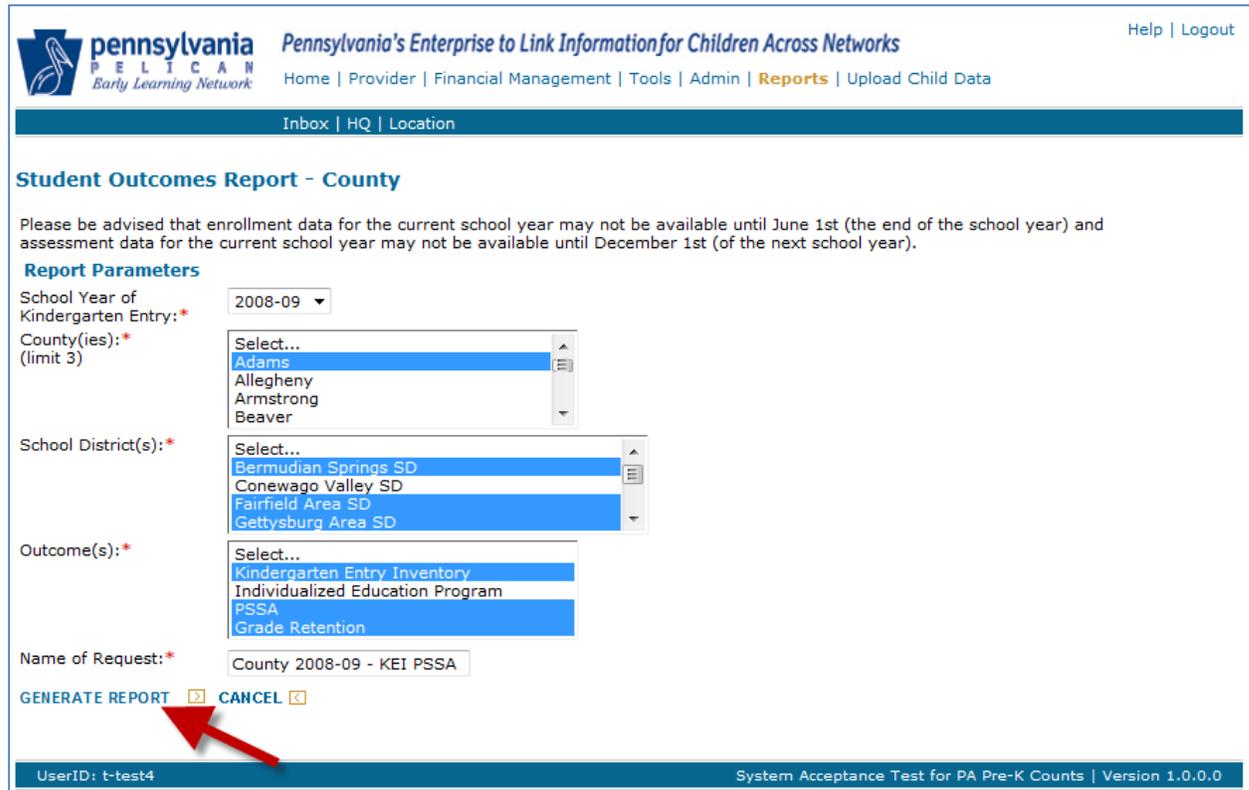
Outcome Year Desired (Ex. PSSA for 2011/2012)	Kindergarten Entry Date Required
2011/2012	2008/2009
2012/2013	2009/2010
2013/2014	2010/2011
2014/2015	2011/2012
2015/2016	2012/2013
2016/2017	2013/2014
2017/2018	2014/2015
2018/2019	2015/2016
2019/2020	2016/2017
2020/2021	2017/2018

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.



Student Outcomes Report - County

Please be advised that enrollment data for the current school year may not 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).

Report Parameters

School Year of Kindergarten Entry:* 2008-09

County(ies):* (limit 3)
Select... Adams Allegheny Armstrong Beaver

School District(s):*
Select... Bermudian Springs SD Conewago Valley SD Fairfield Area SD Gettysburg Area SD

Outcome(s):*
Select... Kindergarten Entry Inventory Individualized Education Program PSSA Grade Retention

Name of Request:* County 2008-09 - KEI PSSA

GENERATE REPORT **CANCEL**

UserID: t-test4 System Acceptance Test for PA Pre-K Counts | Version 1.0.0.0

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

School Year of Kindergarten Entry – 2008-09

Partner – < left blank >

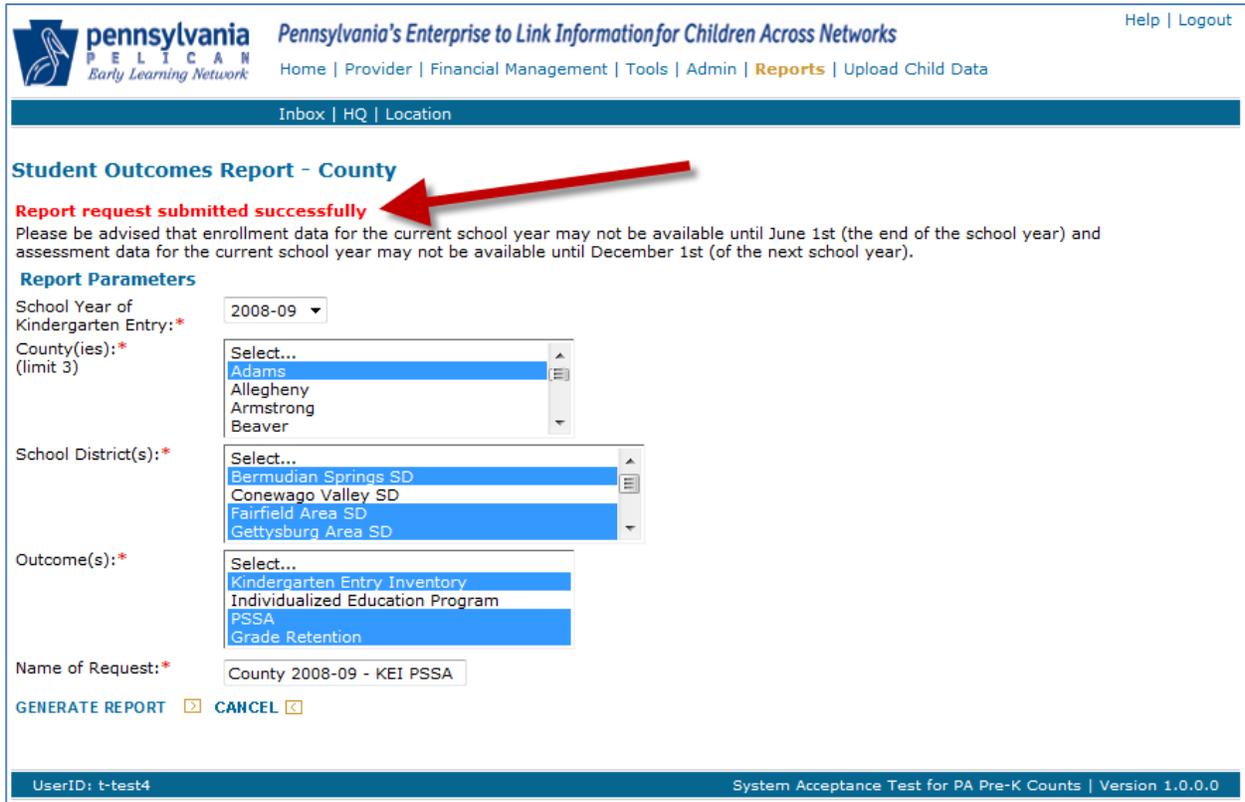
County(ies) – Adams

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.



Student Outcomes Report - County

Report request submitted successfully

Please be advised that enrollment data for the current school year may not 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).

Report Parameters

School Year of Kindergarten Entry:* 2008-09

County(ies):* (limit 3)
Select...
Adams
Allegheny
Armstrong
Beaver

School District(s):*
Select...
Bermudian Springs SD
Conewago Valley SD
Fairfield Area SD
Gettysburg Area SD

Outcome(s):*
Select...
Kindergarten Entry Inventory
Individualized Education Program
PSSA
Grade Retention

Name of Request:* County 2008-09 - KEI PSSA

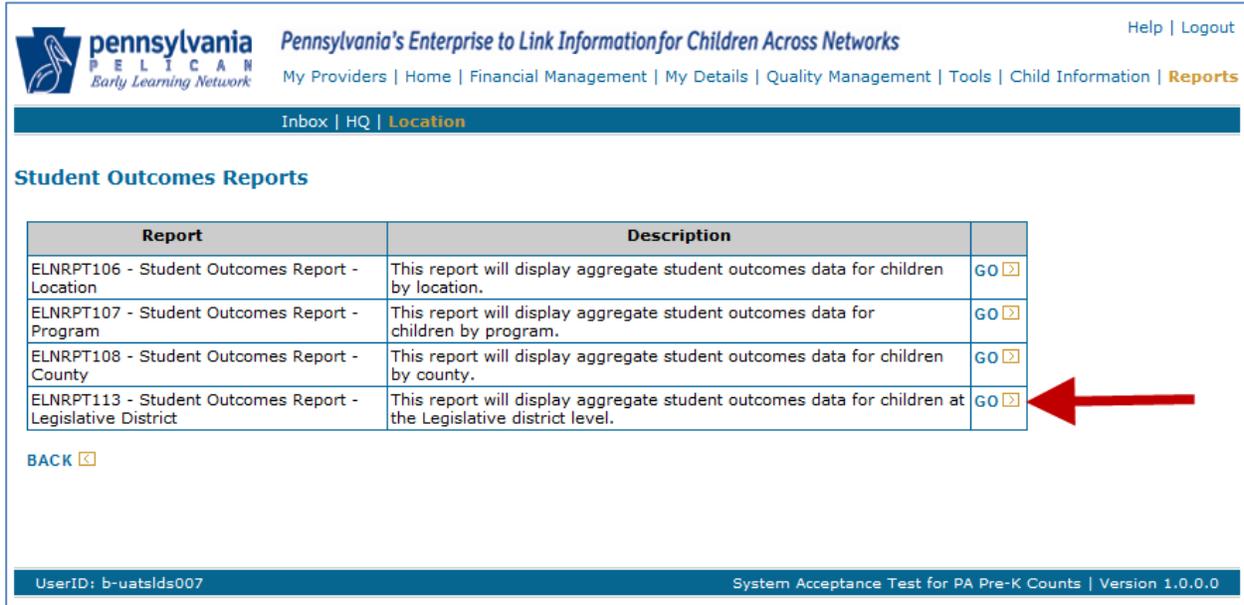
GENERATE REPORT **CANCEL**

UserID: t-test4 System Acceptance Test for PA Pre-K Counts | Version 1.0.0.0

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**.



Help | Logout

pennsylvania PELICAN Early Learning Network
Pennsylvania's Enterprise to Link Information for Children Across Networks

My Providers | Home | Financial Management | My Details | Quality Management | Tools | Child Information | **Reports**

Inbox | HQ | **Location**

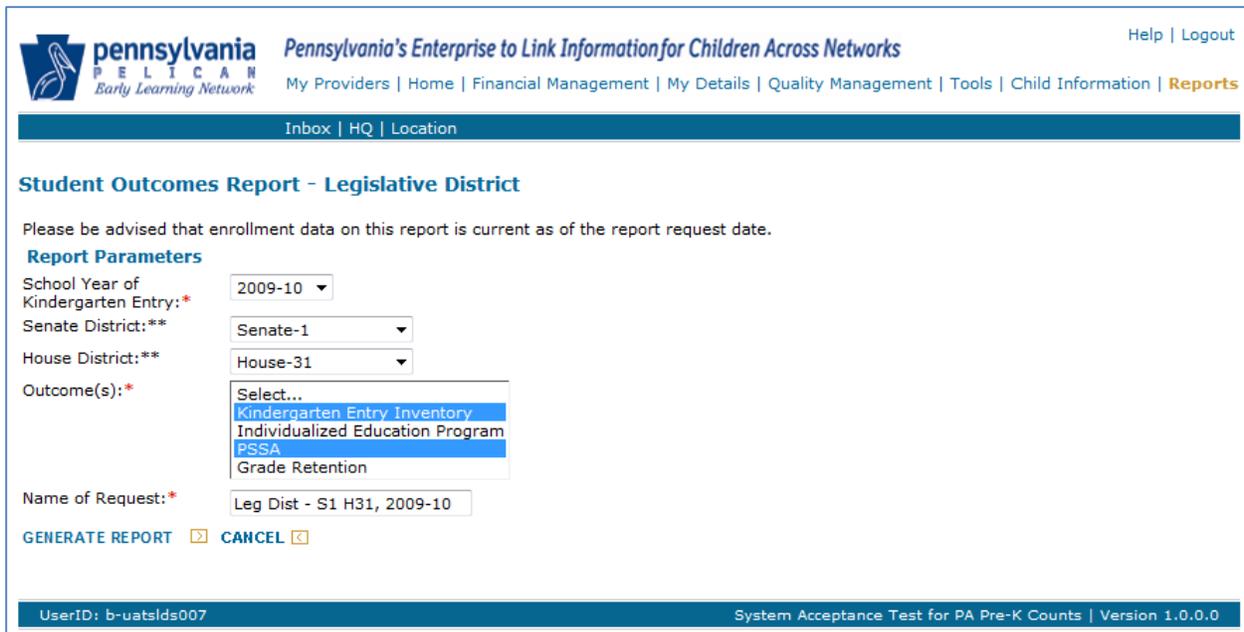
Student Outcomes Reports

Report	Description	
ELNRPT106 - Student Outcomes Report - Location	This report will display aggregate student outcomes data for children by location.	GO
ELNRPT107 - Student Outcomes Report - Program	This report will display aggregate student outcomes data for children by program.	GO
ELNRPT108 - Student Outcomes Report - County	This report will display aggregate student outcomes data for children by county.	GO
ELNRPT113 - Student Outcomes Report - Legislative District	This report will display aggregate student outcomes data for children at the Legislative district level.	GO

BACK

UserID: b-uatslds007 System Acceptance Test for PA Pre-K Counts | Version 1.0.0.0

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



Help | Logout

pennsylvania PELICAN Early Learning Network
Pennsylvania's Enterprise to Link Information for Children Across Networks

My Providers | Home | Financial Management | My Details | Quality Management | Tools | Child Information | **Reports**

Inbox | HQ | Location

Student Outcomes Report - Legislative District

Please be advised that enrollment data on this report is current as of the report request date.

Report Parameters

School Year of Kindergarten Entry:* 2009-10 ▼

Senate District:** Senate-1 ▼

House District:** House-31 ▼

Outcome(s):*
 Select...
 Kindergarten Entry Inventory
 Individualized Education Program
 PSSA
 Grade Retention

Name of Request:* Leg Dist - S1 H31, 2009-10

GENERATE REPORT **CANCEL**

UserID: b-uatslds007 System Acceptance Test for PA Pre-K Counts | Version 1.0.0.0

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:

Outcome Year Desired (Ex. PSSA for 2011/2012)	Kindergarten Entry Date Required
2011/2012	2008/2009
2012/2013	2009/2010
2013/2014	2010/2011
2014/2015	2011/2012
2015/2016	2012/2013
2016/2017	2013/2014
2017/2018	2014/2015
2018/2019	2015/2016
2019/2020	2016/2017
2020/2021	2017/2018

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

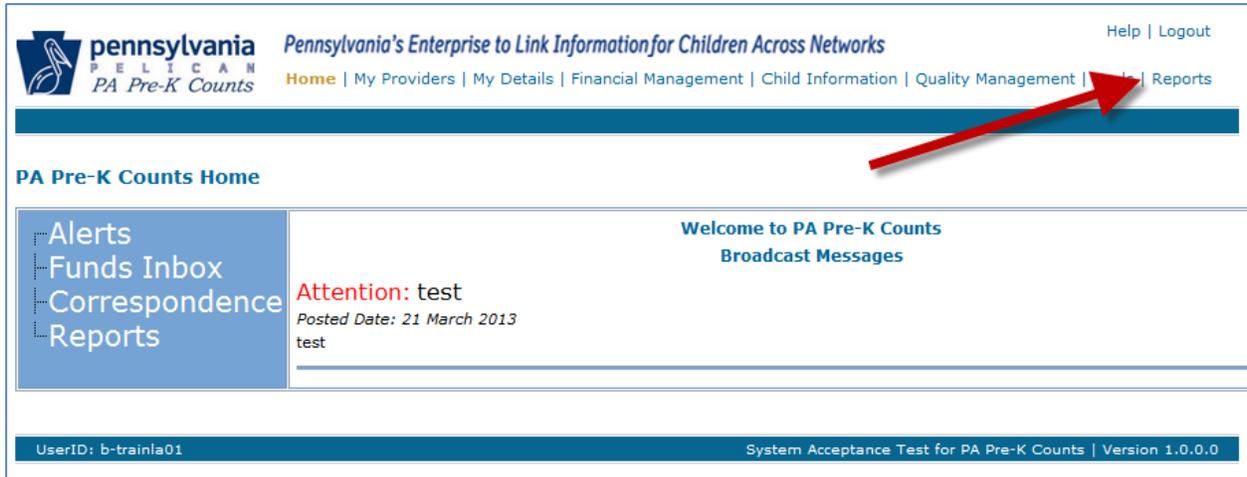
Outcome(s) – Kindergarten Entry Inventory and PSSA

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.



The screenshot shows the PA Pre-K Counts Home page. At the top left is the logo for Pennsylvania Pelican PA Pre-K Counts. To its right is the text "Pennsylvania's Enterprise to Link Information for Children Across Networks". Further right are links for "Home", "My Providers", "My Details", "Financial Management", "Child Information", "Quality Management", "Tools", and "Reports". A red arrow points to the "Reports" link. Below the navigation bar, there is a section titled "PA Pre-K Counts Home" with a left sidebar containing "Alerts", "Funds Inbox", "Correspondence", and "Reports". The main content area says "Welcome to PA Pre-K Counts Broadcast Messages" and displays an "Attention: test" message posted on 21 March 2013. At the bottom, a footer shows "UserID: b-trainla01" and "System Acceptance Test for PA Pre-K Counts | Version 1.0.0.0".

2. Click **Inbox** on the *Sub-Navigation* bar.



The screenshot shows the Reports Home page. At the top left is the logo for Pennsylvania Pelican PA Pre-K Counts. To its right is the text "Pennsylvania's Enterprise to Link Information for Children Across Networks". Further right are links for "Home", "My Providers", "My Details", "Financial Management", "Child Information", "Quality Management", "Tools", and "Reports". Below the navigation bar, there is a sub-navigation bar with links for "Inbox", "HQ", and "Location". A red arrow points to the "Inbox" link. Below the sub-navigation bar, there is a section titled "Reports Home" containing a table with the following data:

Description	
Report Inbox	GO 
HQ Reports	GO 
Location Reports	GO 

At the bottom, a footer shows "UserID: b-trainla01" and "System Acceptance Test for PA Pre-K Counts | Version 1.0.0.0".

- 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.



Pennsylvania's Enterprise to Link Information for Children Across Networks

Help | Logout

Home | My Providers | My Details | Financial Management | Child Information | Quality Management | Tools | **Reports**

[Inbox](#) | [HQ](#) | [Location](#)

Reports Inbox

Reports Requested

Delete	Date Requested	Report Title	Status	Days Remaining in Inbox
<input type="checkbox"/>	9/14/2013 11:27:46 AM	ELNRPT106: Location 2008-09 - KEI PSSA	Report Requested	30
<input type="checkbox"/>	9/14/2013 11:13:24 AM	ELNRPT109: Pre-K Counts y10-11	Report Requested	30
<input type="checkbox"/>	9/12/2013 4:10:34 PM	ELNRPT107: All Loc 2009-10 - ALL Outcomes	Complete	29
<input type="checkbox"/>	9/12/2013 4:09:07 PM	ELNRPT106: Location 2008-09 - KEI PSSA	Complete	29
<input type="checkbox"/>	9/12/2013 4:07:41 PM	ELNRPT108: Cumberland 2008-09	Complete	29
<input type="checkbox"/>	9/12/2013 3:53:13 PM	ELNRPT111: Adam-Arms-Beaver fy10-11 - 9/12/2013 3:47:11 PM	Complete	29
<input type="checkbox"/>	9/12/2013 3:46:38 PM	ELNRPT110: HS FY 10-11 - 9/12/2013 3:45:57 PM	Complete	29
<input type="checkbox"/>	9/12/2013 1:33:02 PM	ELNRPT109: Pre-K Counts y10-11 - 9/12/2013 1:17:19 PM	Complete	29

DELETE

UserID: b-trainla01

System Acceptance Test for PA Pre-K Counts | Version 1.0.0.0

- 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

Note: Besides population, results are shown in the form of a % of the total.		Early Learning Outcomes														
		Approaches to Learning % Proficient and Above			Cognitive Thinking and General Knowledge % Proficient and Above			Health, Wellness, and Physical Development % Proficient and Above			Language and Literacy Development % Proficient and Above			Social and Emotional Development % Proficient and Above		
Age Grouping	Population	Selected Pop	County	State	Selected Pop	County	State	Selected Pop	County	State	Selected Pop	County	State	Selected Pop	County	State
Infant (12 months)																
Young Toddler (24 months)																
Older Toddler (36 months)																

INFANT – TODDLERS (Legislative District Version)

Note: Besides population, results are shown in the form of a % of the total.		Early Learning Outcomes									
		Approaches to Learning % Proficient and Above		Cognitive Thinking and General Knowledge % Proficient and Above		Health, Wellness, and Physical Development % Proficient and Above		Language and Literacy Development % Proficient and Above		Social and Emotional Development % Proficient and Above	
Age Grouping		Legislative District	State	Legislative District	State	Legislative District	State	Legislative District	State	Legislative District	State
Infant (12 months)											
Young Toddler (24 months)											
Older Toddler (36 months)											

PRE-KINDERGARTEN

Note: Besides population, results are shown in the form of a % of the total.		Early Learning Outcomes																	
		Approaches to Learning % Proficient and Above			Mathematical Thinking % Proficient and Above			Scientific Thinking % Proficient and Above			Health, Wellness, and Physical Development % Proficient and Above			Language and Literacy Development % Proficient and Above			Social and Emotional Development % Proficient and Above		
Age Grouping	Population	Selected Pop	County	State	Selected Pop	County	State	Selected Pop	County	State	Selected Pop	County	State	Selected Pop	County	State	Selected Pop	County	State
Pre-K Fall (4 years)																			
Pre-K Spring (4 years)																			

PRE-KINDERGARTEN (Legislative District Version)

Note: Besides population, results are shown in the form of a % of the total.		Early Learning Outcomes											
		Approaches to Learning % Proficient and Above		Mathematical Thinking % Proficient and Above		Scientific Thinking % Proficient and Above		Health, Wellness, and Physical Development % Proficient and Above		Language and Literacy Development % Proficient and Above		Social and Emotional Development % Proficient and Above	
Age Grouping	Population	Legislative District	State	Legislative District	State	Legislative District	State	Legislative District	State	Legislative District	State	Legislative District	State
Pre-K Fall (4 years)													
Pre-K Spring (4 years)													

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

Note: Besides population, results are shown in the form of a % of the total.		Kindergarten Entry Inventory														
		Social and Emotional Development % Proficient and Above			English Language Arts % Proficient and Above			Mathematics % Proficient and Above			Approaches to Learning % Proficient and Above			Health, Wellness, and Physical Development % Proficient and Above		
School Grade	Population Type	School District	County	State	School District	County	State	School District	County	State	School District	County	State	School District	County	State
Grade K	Selected															
2008-2009	Poverty Indicator															

KINDERGARTEN ENTRY INVENTORY – KEI (Legislative District Version)

Note: Besides population, results are shown in the form of a % of the total.		Kindergarten Entry Inventory									
		Social and Emotional Development % Proficient and Above		English Language Arts % Proficient and Above		Mathematics % Proficient and Above		Approaches to Learning % Proficient and Above		Health, Wellness, and Physical Development % Proficient and Above	
School Grade	Population Type	Legislative District	State	Legislative District	State	Legislative District	State	Legislative District	State	Legislative District	State
Grade K	Selected										
2009-2010	Poverty Indicator										

INDIVIDUALIZED EDUCATION PROGRAM - IEP

Note: Besides population, results are shown in the form of a % of the total.		Individualized Education Program		
		% with IEP		
School Grade	Population Type	School District	County	State
Grade K 2008-2009	Selected			
	Poverty Indicator			
Grade 1 2009-2010	Selected			
	Poverty Indicator			
Grade 2 2010-2011	Selected			
	Poverty Indicator			
Grade 3 2011-2012	Selected			
	Poverty Indicator			

INDIVIDUALIZED EDUCATION PROGRAM – IEP (Legislative District Version)

Note: Besides population, results are shown in the form of a % of the total.		Individualized Education Program	
		% with IEP	
School Grade	Population Type	Legislative District	State
Grade K 2008-2009	Selected		
	Poverty Indicator		
Grade 1 2009-2010	Selected		
	Poverty Indicator		
Grade 2 2010-2011	Selected		
	Poverty Indicator		
Grade 3 2011-2012	Selected		
	Poverty Indicator		

PENNSYLVANIA SYSTEM OF SCHOOL ASSESSMENT - PSSA

Note: Besides population, results are shown in the form of a % of the total.		PSSA								
		Mathematics % Proficient and Above			Reading % Proficient and Above			Writing % Proficient and Above		
School Grade	Population Type	School District	County	State	School District	County	State	School District	County	State
Grade 3 2011-2012	Selected									
	Poverty Indicator									

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

Note: Besides population, results are shown in the form of a % of the total.		PSSA					
		Mathematics % Proficient and Above		Reading % Proficient and Above		Writing % Proficient and Above	
School Grade	Population Type	Legislative District	State	Legislative District	State	Legislative District	State
Grade 3 2011-2012	Selected						
	Poverty Indicator						

GRADE RETENTION

Note: Besides population, results are shown in the form of a % of the total.		Grade Retention		
		% Repeating a Grade		
School Grade	Population Type	School District	County	State
Grade K 2008-2009	Selected			
	Poverty Indicator			
Grade 1 2009-2010	Selected			
	Poverty Indicator			
Grade 2 2010-2011	Selected			
	Poverty Indicator			
Grade 3 2011-2012	Selected			
	Poverty Indicator			

GRADE RETENTION (Legislative District Version)

Note: Besides population, results are shown in the form of a % of the total.		Grade Retention	
		% Repeating a Grade	
School Grade	Population Type	Legislative District	State
Grade K 2008-2009	Selected		
	Poverty Indicator		
Grade 1 2009-2010	Selected		
	Poverty Indicator		
Grade 2 2010-2011	Selected		
	Poverty Indicator		
Grade 3 2011-2012	Selected		
	Poverty Indicator		

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 at http://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/>.

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.