

First Quarter or Annual Statistical Report

This report, pursuant to 70 O.S. § 5-128, is to be used for all schools and should be submitted by the superintendent of each school district:

Annual Statistical Report: Due no later than ten (10) calendar days after the close of school.

First Quarter Statistical Report: Due no later than ten (10) calendar days after the end of the first nine weeks.

Instructions

1. The Superintendent will need to enter the Days Taught under district information **before** sites are able to enter data.
2. One copy of the Annual Statistical Report (ASR) or First Quarter Statistical Report (FQSR), as applicable, should remain in the office of the district superintendent, and one copy is to be attached to the attendance registers.
3. The total day's membership is the same as the total days on roll.
4. **“Prekindergarten Half Day and Full Day” means children who are at least four (4) years of age, but not more than five (5) years of age, on or before September 1.**
5. **“Prekindergarten 3” (PK 3)** are **three-year-olds** who are on an Individualized Education Program (IEP) **and** who are eligible by the State of Oklahoma to be served by public schools
6. **“Exception Reports”** are **required** for the following program/reasons;
 - Any program where the number of days taught is different from the regular school year. (Example: Students educated in a Special Education Co-op with a different number of days taught than the district.)
 - **“Abbreviated school day”** is for a student in an alternative education program approved by the State Board of Education, a school day which consists of not less than four (4) hours and twelve (12) minutes per day devoted to school activities for the locally approved 1,080 hours or 180-day school calendar.
 - **“Full-time nonresident virtual student”** is for a student that receives **all** instruction each day through Internet-based courses **and** is a nonresident transferred student. As applicable, a “full-time nonresident virtual student” should be added online as a “nonresident virtual student exception.”
 - **“Full-time resident virtual student”** is for a student that receives **all** instruction each day through Internet-based courses **and** is a resident student. As applicable, a “full-time resident virtual student” should be added online as a “resident virtual student exception.”
7. **Each principal shall provide a signed affidavit verifying that the school site attendance register is complete and accurate (Oklahoma Administrative Code--OAC 210:10-1-6).** Attach each site affidavit to the first nine-weeks' or final site pupil attendance register for verification by the Regional Accreditation Officer.

Note: Site reports will be aggregated into one district report.

Transportation Instructions

Indicate under Transportation “On Which State Aid May be Paid” the total days students were transported (1.5 miles or more). Do not include tuition, less than 1.5 miles, out-of-state, nonresident, nontransferred and full-time virtual students.