

Enrollment Reporting

WASBO 2026 Annual Conference

May 14, 2026

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Washington Office of Superintendent of
PUBLIC INSTRUCTION

Agenda

- Enrollment Updates
- Resources and Training
- Issues with EDS Enrollment Application
- Quick Overview of Enrollment Reporting Rules
- Questions

Enrollment Updates

Transition to Kindergarten (TK)

- TK funding for 2026-27 will be reduced to \$65.5 million.
- TK slots were allocated with the following priorities:
 - 2025-26 Low Income enrollment,
 - Access to early learning programs, and
 - 2025-26 TK funded enrollment.
- This file provides the 2026-27 TK slots information: [2026-27 TK Funding Cap](#).
- Eligible districts are encouraged to report all their TK FTE – regardless of their TK cap.
- If later in the year, we find some districts are projected to not meet their cap, reallocation of slots may be made.

- **IMPORTANT:** If a student is not eligible for kindergarten at the beginning of the year, they cannot be reported as TK in September and then switched to kindergarten when they turn 5.

Running Start Updates

- Change to the Running Start FTE Limitation:
 - For the 2026-27 school year, a Running Start FTE limitation changes from 1.40 to 1.30 FTE/AAFTE.
 - High school is limited to a 1.0 FTE.
 - College can claim a student for up to a 1.30 FTE:
 - 19 credits for the fall and winter quarter.
 - 20 credits for the spring quarter – but only if they have available AAFTE. The SQEAF would need to be completed to determine availability.
 - Combined high school/Running Start up to a 1.30 FTE.
- Summer quarter:
 - The summer quarter is open for Running Start and the following students would be eligible to enroll for up to 10 credits provided they have available AAFTE:
 - Grade 12 students who did not graduate in June
 - Grade 11 students
 - Students who have completed grade 10 by June



Running Start Updates *continues*

- How to report the Summer Quarter enrollment?
 - Colleges will complete a P223RS for July and August based on a July and August count day.
 - LEAs will report the summer enrollment on the July and August P223's.
 - P223's for July and August can be created after the school year is rolled.
- How is the funding calculated for the Summer Quarter?
 - Funding for the Summer Quarter will be based on the two counts multiplied by the 2025-26 Running Start rates – $2/3^{\text{rd}}$ that which would be generated for any other quarter.
- [Calculating Running Start Invoice Tool](#)
 - Use tool to create Running Start Invoices and to review invoices received from the college.
 - Tool used the methodology that generates the Running Start funding in the district's apportionment.
 - Tabs for 3-month quarter (fall, winter, spring), 2-month quarter (summer), 4-month semester (WSU 1st semester), and 5-month semester (WSU 2nd)

State Apportionment System for Quality Accountability and Transparency Calculation Hub (Sasquatch)

- Coming in 2028-29, EDS/SAFS will be replaced Sasquatch.
- Three components:
 - Data Collection,
 - Calculation, and
 - Reporting.
- Student enrollment will be included in new application.
- Look for more information in the coming year.



Resources and Training

Resources - Enrollment Reporting Rules/Guidance

- The following resources can be found on the [Enrollment Reporting Instruction website](#):
 - [Enrollment Reporting Handbook](#) provides the rules on how to claim enrollment for state funding. 2026-27 handbook should be available by August.
 - [Enrollment Reporting Applications User Guide](#) provides instructions on how to navigate:
 - NEW Enrollment (P223/P223H) application
 - SAFS ALE application
- ESD enrollment contact
- Becky McLean, OSPI
 - 360-725-6306
 - becky.mclean@k12.wa.us

Resources – Enrollment Numbers

- New Dashboard

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School Apportionment

The School Apportionment division at OSPI allocates and distributes state funds to local education agencies as directed by Washington State Legislature. To help keep you informed, quick access to important information will be posted below for a limited duration. You may also find this content posted elsewhere on the site.

2025-26 FINAL Free and Reduced Price Lunch (FRPL) Information (XLSX)
This file provides the FRPL information for 2025-26 LAP and High Poverty LAP funding. The data used to compile this information was a October 1, 2024 CEDARS extract pulled on March 31, 2025. (Posted April 2, 2025)

Special Educations State Funding (XLSX)
This tool is to assist districts, tribal compacts, and charters in completing the special education funding report survey, which is part of the requirement added in the 2024 supplement budget and due to OSPI by November 1, 2024.

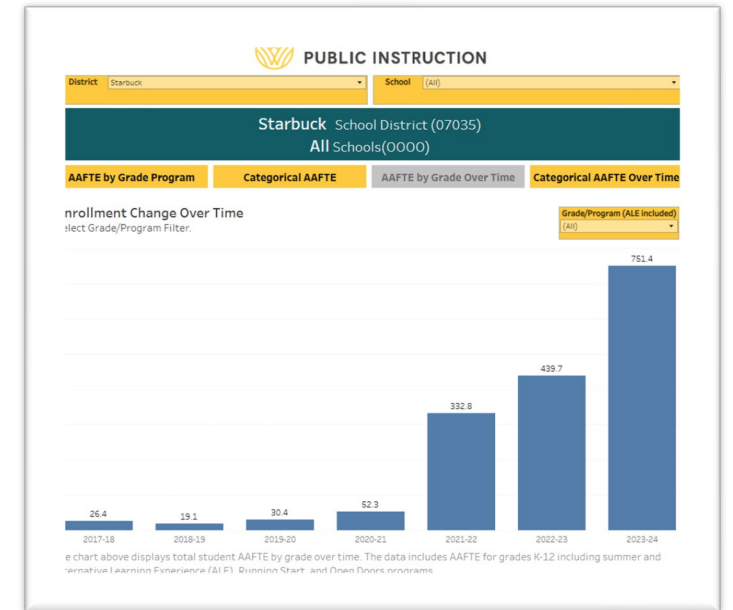
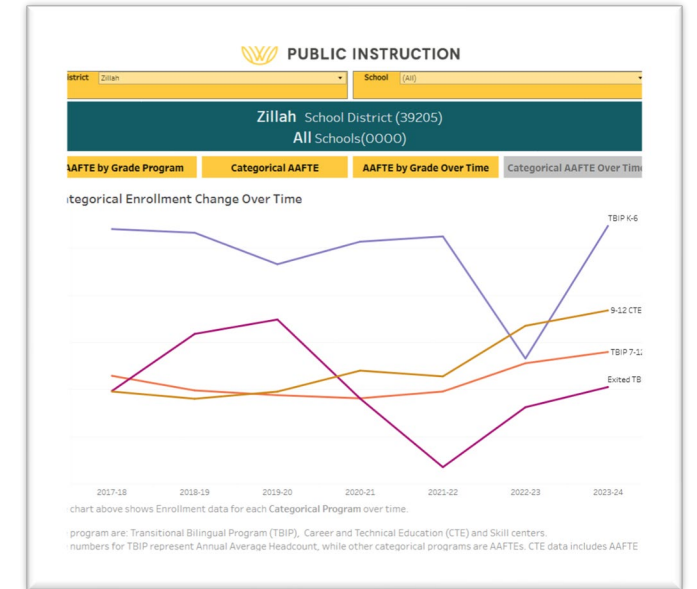
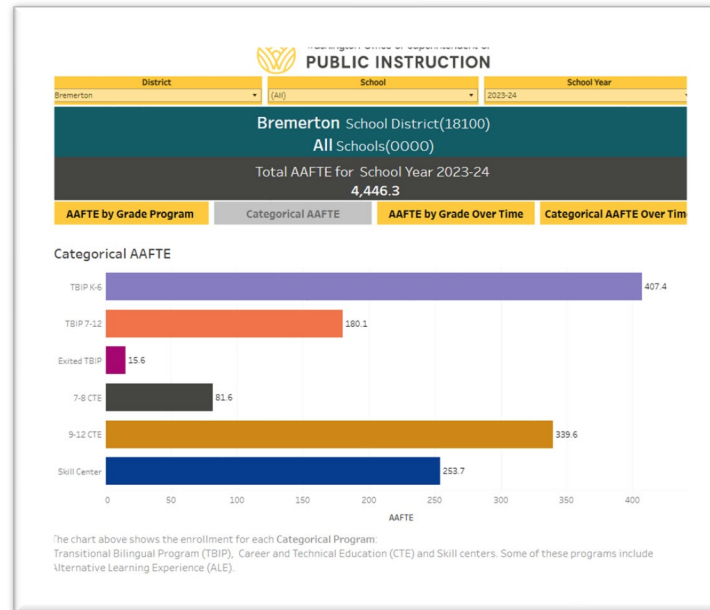
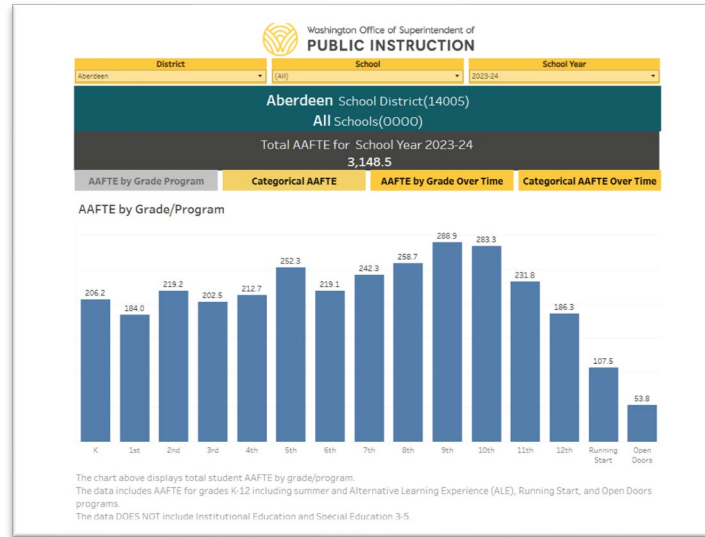
2024-25 K-3 Class Size Compliance Q&A (PDF)
This Question and Answer provides more information on the K-3 Class Size compliance calculation for the 2024-25 school year. The last day and time to submit the [Smartsheet](#)

Subscribe for SAFS alerts

EDS Application
Login to EDS

SAFS Communications
Coming soon!

Data Dashboard
The enrollment, reported by all Washington Local Education Agencies (LEAs) is used to calculate funding based on the legislatively mandated prototypical school funding formula. See the [Enrollment Data Dashboard](#)



Resources – Enrollment Numbers

- Posted Summaries Files can be found here: <https://ospi.k12.wa.us/safs-data-files>.

SAFS Data Files

View Edit Outline Revisions

This is a discrete webpage provided for knowledgeable users with the capability to work with large amounts of data in Access and/or Excel format. Each dataset requires the user to have firm knowledge of the data fields reported and their interrelationships to capably work with the data files. OSPI does not have the resources to, and cannot, provide support for users that do not have this prerequisite knowledge.

Expand all

- End of Year Financial Data (F-196)
- Budget Data (F-195)
- Personnel Reporting Data (S-275)
- Apportionment Data Files
- Levy History Data File
- Enrollment Data Files (P223/P223H)**

For further information about the Enrollment data file, email [Becky McLean](#) or call 360-725-6306.

The following Excel files summarize the student enrollment data at the Local Education Agencies (LEA) Level on the P-223 and P-223H forms.

- [2025-26 Enrollment Summary \(XLSX\)](#) (Updated April 17, 2026)
- [Final Enrollment Summary - For the School Years 2001-02 through 2024-2025 \(XLSX\)](#) (Posted December 10, 2025)
- [Final Enrollment by School - Since 2017-18 \(XLSX\)](#) (Posted December 10, 2025)

The following Excel files provides the Special Education enrollment percentages by LEAs.

- [Special Education Enrollment Percentage Summary \(XLSX\)](#) – since School Year 2008-09 (Updated April 17, 2026)

The following Excel files recent updated enrollment for specific programs.

- [2025-26 TK Enrollment by School and Month \(XLSX\)](#) (Updated April 17, 2026)
- [2025-26 ALE Enrollment by Program and Month \(XLSX\)](#) (Updated April 20, 2026)
- [Open Doors Enrollment by Districts - Since 2011-12 \(XLSX\)](#) (Updated April 17, 2026)
- [2024-25 ALE Enrollment by Program and Month \(XLSX\)](#) (Updated December 10, 2025)
- [2024-25 TK Enrollment by School and Month \(XLSX\)](#) (Updated December 10, 2025)

Contact Information

[School Apportionment](#)
360-725-6300
TTY: 360-664-3631

[Staff Contacts](#)

August Training

- We will be offering three TEAMS Enrollment Trainings this August.
- This training will provide:
 - Updates to 2026-27 Enrollment Reporting,
 - Review of the Basics for Enrollment Reporting,
 - Recap of the Issues with the EDS, and
 - Chance to ask questions.
- Each training session will cover the same items.
- There will be no recording of the training.
- Here are the links to sign up for:
 - [August 13, 10 am training registration link](#)
 - [August 19, 1 pm training registration link](#)
 - [August 25, 10 am training registration link](#)
- * Registration is required. After registering, you will receive a confirmation email containing information about joining the meeting.

Issues with EDS Enrollment Application

Few Things Regarding EDS Enrollment Application

- For Skyward districts, if you “run” your P223 and you don’t see the file in EDS, let ESD or me know. FTP processor may need to be woken up.
- When submitting files, make sure to read all edits and verify that the data is correct. Also, make sure to run reports and again verify that the data looks good.
- Make sure to report numbers correctly:
 - Headcount as a whole number (no decimal places).
 - FTE as a 2 decimal place number.

Server Slowness

- The server/database where the EDS Enrollment application resides is running slow.
- Resulting in the following issues:
 - Revisions with zero enrollment
 - Several have experienced the following:
 - Created a revision, made the changes, and hit “Save”.
 - When they go to submit the revision, they find that all the numbers in the file have been revised.
 - How to catch? Make sure to review all edits when submitting the file and run and review enrollment reports.
 - What to do if this occurs? Contact Becky McLean and she will delete the revise file. District can then create a new revision.
 - Deleting revisions deletes original file too
 - When OSPI is asked to delete a revise file, the original “Accepted by OSPI” file is deleted too.
 - If this occurs, OSPI may ask a district to recreate the original file.
 - “Totaling” Issue

“Totaling” Issue

- “Totaling” issues on your enrollment reports,
 - Happening more often than the past.
 - When manually inputting numbers in a P223/P223H forms, system times-out and calculating of total is incorrect.
 - Results in the enrollment reports displaying inaccurate totals.
 - Don’t worry, we use the actual numbers to process apportionment.
 - We are working on finding a solution to this issue (upgrading server).
 - Contact me if this happens to you.

"Totaling" Issue *continues*

	Total K-12 HC	Total K-12 FTE	ALE HC	ALE FTE
Kindergarten	9	8.16	0	0.00
1	6	6.00	0	0.00
2	14	14.00	0	0.00
3	6	6.00	0	0.00
4	7	7.00	0	
5	7	7.00	0	
6	10	10.00	0	
7	0	0.00	0	
8	0	0.00	0	
9	0	0.00	0	
10	0	0.00	0	
11	0	0.00	0	
12	0	0.00	0	
Total	0	0.00	0	

	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	AVERAGE
KINDERGARTEN	8.16	8.16	8.16	8.16	9.16	9.16	9.16				8.59
FIRST	6.00	6.00	6.00	6.00	7.00	7.00	7.00				6.43
SECOND	14.00	14.00	14.00	14.00	14.00	14.00	14.00				14.00
THIRD	6.00	6.00	6.00	6.00	6.00	6.00	6.00				6.00
FOURTH	7.00	7.00	8.00	8.00	9.00	9.00	9.00				8.14
FIFTH	7.00	8.00	8.00	8.00	9.00	9.00	9.00				8.29
SIXTH	10.00	10.00	11.00	11.00	11.00	11.00	11.00				10.71
SEVENTH	11.00	11.00	11.00	11.00	11.00	11.00	11.00				11.00
EIGHTH	7.00	7.00	8.00	8.00	8.00	8.00	8.00				7.71
NINTH	9.00	9.00	10.00	10.00	10.00	8.00	8.00				9.14
TENTH	12.00	12.00	13.00	13.00	13.00	13.00	13.00				12.71
ELEVENTH	9.00	8.91	8.44	8.44	8.44	8.44	8.44				8.59
TWELFTH	7.58	7.58	7.30	7.30	7.30	7.15	7.15				7.34
*** TOTALS	55.58	114.65	118.90	118.90	122.90	120.75	120.75				110.35

Total K-12 Basic Education Enrollment - By Grade Span - including ALE - Wilson Creek School District - (13167)

	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	AVERAGE
KINDERGARTEN	0.00	8.16	8.16	8.16	9.16	9.16	9.16				7.42
GRADES 1-3	0.00	26.00	26.00	26.00	27.00	27.00	27.00				22.71
GRADE 4	7.00	7.00	8.00	8.00	9.00	9.00	9.00				8.14
GRADES 5-6	0.00	18.00	19.00	19.00	20.00	20.00	20.00				16.57
GRADES 7-8	18.00	18.00	19.00	19.00	19.00	19.00	19.00				18.71
GRADES 9-12	37.58	37.49	38.74	38.74	38.74	36.59	36.59				37.78
*** TOTALS	55.58	114.65	118.90	118.90	122.90	120.75	120.75				110.35

Timeline to Report and When to Stay Out of the System

- The apportionment calculations have gotten more complicated and take longer to run.
- Accordingly, OSPI cannot wait for P223 and P223Hs to be submitted.
 - For original files, we will begin the monthly enrollment process if they are not submitted.
 - Any revisions that have not been submitted will be deleted.
- Districts cannot submit files until the monthly process is done.
- Notice will be sent to ESDs when districts can begin revising their files.

	Due Date to Submit Files To ESD	Monthly Process Starts (8am)	Estimated Date that Revisions Can Begin
Sep	22	24	29
Oct	19	21	26
Nov	16	18	23
Dec	14	16	21
Jan	15	19	22
Feb	12	16	19

	Due Date to Submit Files To ESD	Monthly Process Starts (8am)	Estimated Date that Revisions Can Begin
Mar	15	17	22
Apr	14	16	21
May	13	17	20
Jun	14	16	21
Jul	14	16	21
Aug	13	17	20

Quick Overview of Enrollment Reporting Rules

Quick Overview of Enrollment Reporting Rules

Districts report enrollment to SAFS monthly which is used for state funding.

- Where? In EDS Enrollment application.
 - P223 – Basic ed enrollment, including grades K-12, TK, ALE, Running Start, Open Doors, CTE and skill center, and TBIP.
 - P223H – Special ed enrollment, including Age 3-5, TK, and K-22.
- When? Monthly, based on a count day ([WAC 392-121-119](#)).
 - 4th school day of September
 - 1st school day for remaining months.
- Who? Students who meet the following requirements:
 - Meets the definition of an enrolled student ([WAC 392-121-106](#)) including expectation of physically living in the state for 20 days.
 - Enrolled in their resident district or attending through a choice transfer or interdistrict agreement,
 - Participated in a course of study outlined in [WAC 392-121-107](#), and
 - Has not been absent for 20 school days or other enrollment exclusions found in [WAC 392-121-108](#).

Quick Overview of Enrollment Reporting Rules

- What?
 - Headcount
 - Collected for type of enrollment.
 - Special Ed and TBIP headcount is used for funding.
 - Also, used for Caseload Forecasting.
 - FTE
 - Measurement of a student's enrollment.
 - Most funding is based on FTE.
 - FTE is based on a student's enrolled weekly minutes, including recess and passing time, excluding time for meals.
 - For most types of enrollment, 1,665 weekly minutes equals 1.00 FTE.

Questions?