



File JCD-E

**PORTAGE LA PRAIRIE SCHOOL DIVISION**  
**MONTHLY ENROLLMENT REPORT**

**SCHOOL:** \_\_\_\_\_ **FOR THE MONTH OF:** \_\_\_\_\_

To be completed on the last teaching day of each month and forwarded immediately to the Division Office.

**1. SCHOOL ENROLLMENT BY GRADE AS OF THE LAST TEACHING DAY OF THE MONTH**

Descr.	Ungraded	K	1	2	3	4	5	6	7	8	9	10	11	12	TOTAL
REG															0
VOC															0
LAP/LAC															0
PEP															0
L. Skills															0
ESP															0
PALSS															0
Fr. Imm.															0
<b>TOTAL</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Low In II															0
Low In III															0

**2. CHANGES to Low Incidence II & III(specify)**

**3. STUDENT DAYS = \_\_\_\_\_ OTHER DAYS (date, purpose) = \_\_\_\_\_**  
**TOTAL DAYS = \_\_\_\_\_**

**4. TOTAL TEACHING STAFF = \_\_\_\_\_ FULL TIME EQUIVALENT TEACHERS = \_\_\_\_\_**  
**TEACHING STAFF CHANGES (name, reason), ADDRESS CHANGES, CERTIFICATE CHANGES:**

**5. RECONCILIATION OF ENROLLMENT**

Enrollment Reported on Previous Report

Less Students Leaving During Current Month (over)

Plus Students New to the School During Current Month (over)

Total (must be the same as grand total in section 1)

**I hereby certify that the information given in this report is correct and complete.**

\_\_\_\_\_  
 principal

\_\_\_\_\_  
 vice-principal

