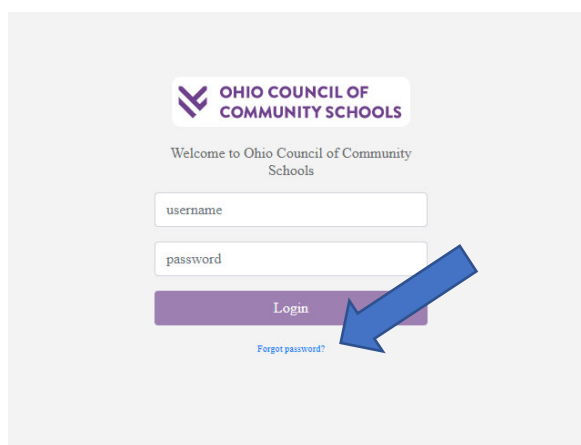


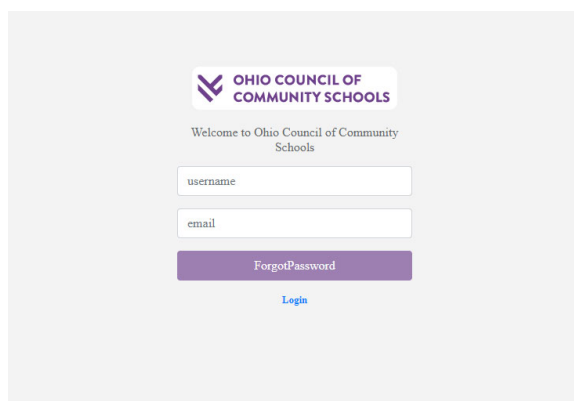
Ohio Council of Community Schools Database and School Leader Report Guidance

Please Note: If you are having trouble with this system in a way not covered in this guidance document, please reach out to your Regional Representative; or for help of a more technical nature, email support@ohioschools.org to receive immediate assistance.

To use this system, go to www.ohioschools.org and click “Database Login” in the upper right hand corner. You can also go directly to <http://database.ohioschools.org>



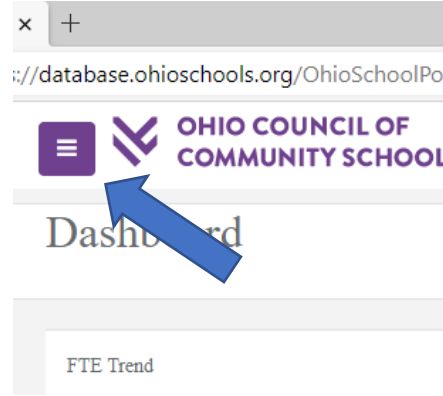
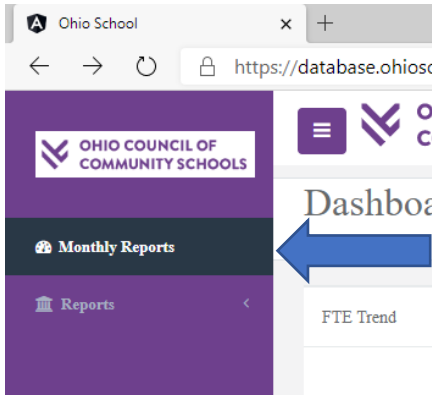
- Your login for this system is your email address.
- If you do not know your password, or the password you have is not working you can click the “Forgot Password?” link to reset it:



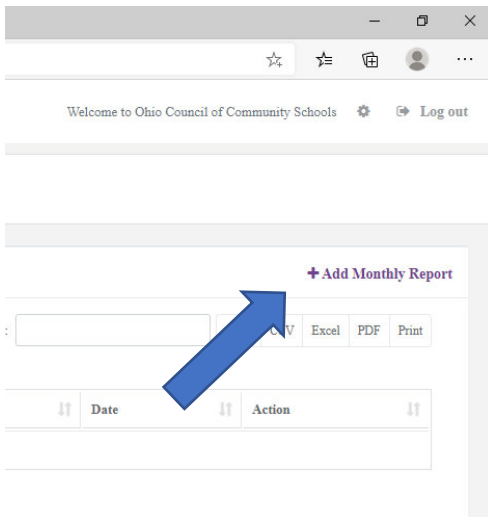
- Type your username (your email), and then your email address again so the system can send you a new password.

Once you are logged in successfully you will see a Dashboard with information about your school.

- To complete the Monthly Report, click “Monthly Reports” in the left-hand side navigation. On a mobile device you may have to click the “hamburger menu” to show that option:



- When you click Monthly Reports, you will have the option to create a new Monthly Report:



- Complete the report, and click “Save”; If you do not enter a field that is required, it will not let you save the report and it will highlight the field in **RED**.
- You can save the report at any time and come back later to complete it.
- **The final version of the report for the previous month is due on the 10th of the month.**

Monthly Report Entry

Save Cancel

SCHOOL INFORMATION

School: Akron Preparatory School

School Leader: Select Leader

Month: SEPTEMBER

Year: 2020

ENROLLMENT INFORMATION

Budgeted Enrollment: 0

Current Head Count: 0

Number of Students attending in Person: 0

Number of Students attending Hybrid Model: 0

Number of Students attending Remote Model: 0

STUDENT INFORMATION

Attendance Rate: 0

No. of New Enrollees: 0

No. of Truant Students: 0

No. of Students with Attendance Improvement Plans: 0

No. of Total Withdrawals: 0

No. of Forced Withdrawals: 0

STUDENT DISCIPLINE GEN ED

No. of Out of School Suspensions: 0

SPECIAL STUDENT POPULATIONS

Total number of SWD (do not include 504 or speech only): 0

DISCIPLINE OF SWD

No. of In School Suspensions SWD: 0

- To edit an existing report before the 15th of the month, click the “edit” button.
- To download a printable PDF of the report, click the PDF icon.

+ Add Monthly Report

Search: Copy CSV Excel PDF Print

No.	Type of Drill	Date	Action
0		09/30/2020	