

**NEW HAVEN UNIFIED SCHOOL DISTRICT
GRADES 4-8
SIXTH MONTH SCHOOL ENROLLMENT REPORT**

SCHOOL SCHOOL MONTH ENDING

SIGNATURE: _____
(PRINCIPAL)

REGULAR DAY CLASS	NUMBER OF PUPILS ENROLLED	NUMBER OF FULL-TIME EQUIVALENT CLASSROOM TEACHERS
GRADE 4		
GRADE 5		
GRADE 6		
GRADE 7		
GRADE 8		
TOTAL		

1. For Grades 4 to 8, the count shall be made on the last teaching day of sixth school month. A count of full-time equivalent classroom teachers shall also be made at the end of the sixth school month.
2. Classroom teacher means an employee of the district in a position requiring certification qualifications whose duties require him or her to teach in regular day classes in any grades 4 to 8, inclusive, during the regular school year.
3. One “full-time equivalent classroom teacher” means the period of time the duties under (2) are assigned a classroom teacher equal to 7 hours per regular school day. The period less than 7 hours is prorated to the nearest one-tenth.
4. Submit form to the Director of Fiscal Services.

For further detailed instructions and definitions, refer to California Administrative Code, Title 5, Section 15103.