



## Metric Deep Dive for Enrollment

This document offers additional details about how to measure the STEP Forward with Data metrics, organized by each essential question associated with the Enrollment step of the Framework (Questions 3-7). This metric deep dive allows preschool systems leaders to take concrete steps toward measuring the metrics through recommended metrics and suggested measurements for each metric, including the level collected (i.e., child, family, program site, program, workforce, or system) and example data sources (i.e., administrator documentation, administrative data, program documentation or survey item, community family survey items, preschool family survey items, and/or workforce member survey items). For more detailed information, see [System Transformation for Equitable Preschools \(STEP Forward with Data\) Framework](#).

### Question 3. Do eligibility processes allow families from focal populations to enroll in programs they want?

| Metric                                                                                                                                                                                          | Suggested Measurement                                                                                                                                                                                 | Level Collected | Example Data Source Details                                                                                                                                                           |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Preschool systems leaders regularly conduct community assessments to understand children from focal populations' eligibility to enroll in their preschool program of choice.                    | Whether (yes/no) the preschool system conducts community assessments on a regular basis to understand families from focal populations' eligibility in relation to their preschool program of choice.  | System          | <b>Administrative data:</b> Community assessment data.                                                                                                                                |
| Preschool systems leaders make changes to their eligibility criteria based on community assessments to help families from focal populations attend their preferred choice of preschool program. | Whether (yes/no) the preschool system leaders make changes to their eligibility criteria on a regular basis based on community assessments to help families attend their preschool program of choice. | System          | <b>Administrator documentation:</b> Track changes to written system guidance/policies on eligibility, legislation, budgeting aligned with community/needs assessment recommendations. |

### Question 4. Do enrollment procedures help families from focal populations attend programs they want?

| Metric                                                                                                        | Suggested Measurement                                                                                                                                                        | Level Collected | Example Data Source Details                                                                                                                                                                             |
|---------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Percentage of programs that offer multiple ways families can verify their child's eligibility for enrollment. | The number of programs that offer two or more methods for families to verify their child's eligibility for enrollment divided by the total number of programs in the system. | Program         | <b>Administrator documentation:</b> Policies for verifying eligibility across preschool programs.<br><br><b>Program documentation:</b> Program guidebook with descriptions about eligibility processes. |

| Metric                                                                                                                                                                                                               | Suggested Measurement                                                                                                                                                                                                                   | Level Collected | Example Data Source Details                                                                                                                                 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Percentage of programs that have a defined process dedicated to helping families from focal populations with preschool enrollment applications.                                                                      | The number of programs that have a defined process to support families with enrollment applications divided by the total number of programs in the preschool system.                                                                    | Program         | <b>Program documentation/survey:</b> Program guidebook with descriptions about eligibility processes, human resource's role descriptions.                   |
| Percentage of program sites that offer at least two types of supportive enrollment resources to families, especially families from focal populations, to support enrollment in the programs families want to attend. | The number of program sites that offer two or more methods to support families to enroll in their program of choice divided by the total number of programs in the preschool system.                                                    | Program Site    | <b>Program documentation/survey:</b> Guidebook with descriptions about eligibility processes, including what resources or supports are offered to families. |
| Percentage of families from focal populations who report no barriers to enrolling children in the program of their choice.                                                                                           | The number of families from focal populations in the community that report having no barriers to enrolling their children into their program of choice divided by the total number of families from focal populations in the community. | Family          | <b>Preschool family and/or community survey item:</b> Question about the types of barriers families face during enrollment.                                 |

#### Question 5. Are children from focal populations enrolled proportionate to or higher than their representation in the community?

| Metric                                                                                          | Suggested Measurement                                                                                                                                                                                                | Level Collected | Example Data Source Details                                                                                      |
|-------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|------------------------------------------------------------------------------------------------------------------|
| Percentage of eligible 3- and 4-year-olds enrolled in public preschool from focal populations.* | The number of eligible 3- and 4-year-olds from focal populations who are enrolled in public preschool divided by the total number of eligible 3- and 4-year-olds from focal populations who reside in the community. | Child           | <b>Administrative data:</b> Enrollment data and community-level data for general population (e.g., Census data). |

#### Question 6. Are children from focal populations enrolled in programs rated as high-quality proportionate to their representation in the system?

| Metric                                                                            | Suggested Measurement                                                                                                                                                   | Level Collected | Example Data Source Details                                                                                               |
|-----------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|---------------------------------------------------------------------------------------------------------------------------|
| Percentage of children from focal populations enrolled in high-quality preschool. | The number of children from focal populations who are enrolled in program sites considered high-quality divided by the total number of children from focal populations. | Child           | <b>Administrative data:</b> Enrollment data, licensing, accreditation, or quality standard data (e.g., QRIS rating data). |

#### Question 7. Do children from focal populations have consistent attendance?

| Metric                                                            | Suggested Measurement                                                     | Level Collected | Example Data Source Details                  |
|-------------------------------------------------------------------|---------------------------------------------------------------------------|-----------------|----------------------------------------------|
| Average length of enrollment for children from focal populations. | The average number of months per year children are enrolled in preschool. | Child           | <b>Administrative data:</b> Enrollment data. |

| Metric                                                                                                                                                                                     | Suggested Measurement                                                                                                                                                                                                                                                                                                                    | Level Collected | Example Data Source Details                                    |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|----------------------------------------------------------------|
| Average number of days children from focal populations were present in preschool.                                                                                                          | The average number of days children are present during the enrollment period.                                                                                                                                                                                                                                                            | Child           | <b>Administrative data:</b><br>Attendance data.                |
| Percentage of enrolled preschool children from focal populations who are present for more than 90 percent of their enrolled days, excluding children enrolled for less than three months.* | <p>The number of children from focal populations who were present for at least 90 percent of their enrolled days divided by the total number of children from focal populations enrolled in preschool.</p> <p>Children who are enrolled for less than three months of preschool (i.e., 90 days) should be excluded from this metric.</p> | Child           | <b>Administrative data:</b><br>Enrollment and attendance data. |

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