

## Appendix A – Statistics for Screening and Data Entry (September 2023 – September 2024)

### Screening Letters and Suspension Notices

2023-24 School Year and Summer 2024	Number of Letters, Notices and Calls (includes summer)
Screening letters	18,782
Suspension notices	11,996
Additional summer reminders	3,691
<b>Total number: 34,469</b>	

**NOTES:**

- This total number denotes how many direct attempts were made to notify families of missing records, an upcoming suspension, or additional reminder. One student could be in all three categories above.
- The total number of students screened was higher than indicated here, as some letters were pulled during the screening process (e.g. no address, moved out of area, etc.).
- Approximately 3.5% came back to MLHU as “return to sender”. When this is received, they are removed from the list as they did not receive the notice in time.

### Panorama Data Entry: Records Processed

Timeframe	Data entry: # of ICON records processed	Data entry: # of paper & other records processed
Sept 2023 – Sept 2024	13,884	8,375
<b>Overall Total 22,259</b>		

**NOTES for Data Entry:**

- Many of the submissions were in response to letters sent out, but some may have also been submitted when vaccines were received on time.
- Some families submitted more than once for the same child, as entries are not always complete. Therefore, each data entry instance does not equate to the student being caught up
- These numbers include students 4-17, some were overdue for vaccines and others were providing dates of vaccines given when due. Overall data entry for the year was closer to 30,000 records for all ages.