



Instructions for Gathering Annual ECE Data

FORM	DUE in LCOE	DUE @ <u>SUCOECE</u>
<input type="checkbox"/> EC100 (the orange font) goes only to centers.	Sept 15	Oct 1
<input type="checkbox"/> EC200 (the Opening Report Pre-K Addendum) goes to ALL schools whether or not they have Pre-K programs.	Sept 15	Oct 1
<input type="checkbox"/> EC220 <u>Every</u> school needs to complete and send, our SUCOE EC200 (Pre-K Addendum) & this new form EC220 (Kindergarten Addendum).	Sept 15	Oct 1
<input type="checkbox"/> EC105 goes only to ALL Churches/Pastors. If the form comes back indicating that the church has a program UNKNOWN to the conference, THEN the local conference office of education administrative assistant will need to send form EC106.	Aug 31	N/A
<input type="checkbox"/> EC106 was originally EC105, and needs to be sent to a church/pastor only if, as stated above, the EC105 comes back with the information of a center unknown to the conference.	Sept 15	Oct 1
EC205 (the Closing Report Pre-K Addendum) goes to ALL schools whether or not they began the year with a Pre-K class.	May 25	May 31
<input type="checkbox"/> Don't forget to place annual orders for Pre-K Assessment Tool Kits by		Aug 31