

Overview of Triennial Census of School-Age Population

**Presented to the Senate Finance
Subcommittee on Education**

July 31, 2008
Kent C. Dickey
Assistant Superintendent for Finance

Census Required by Code of Va.

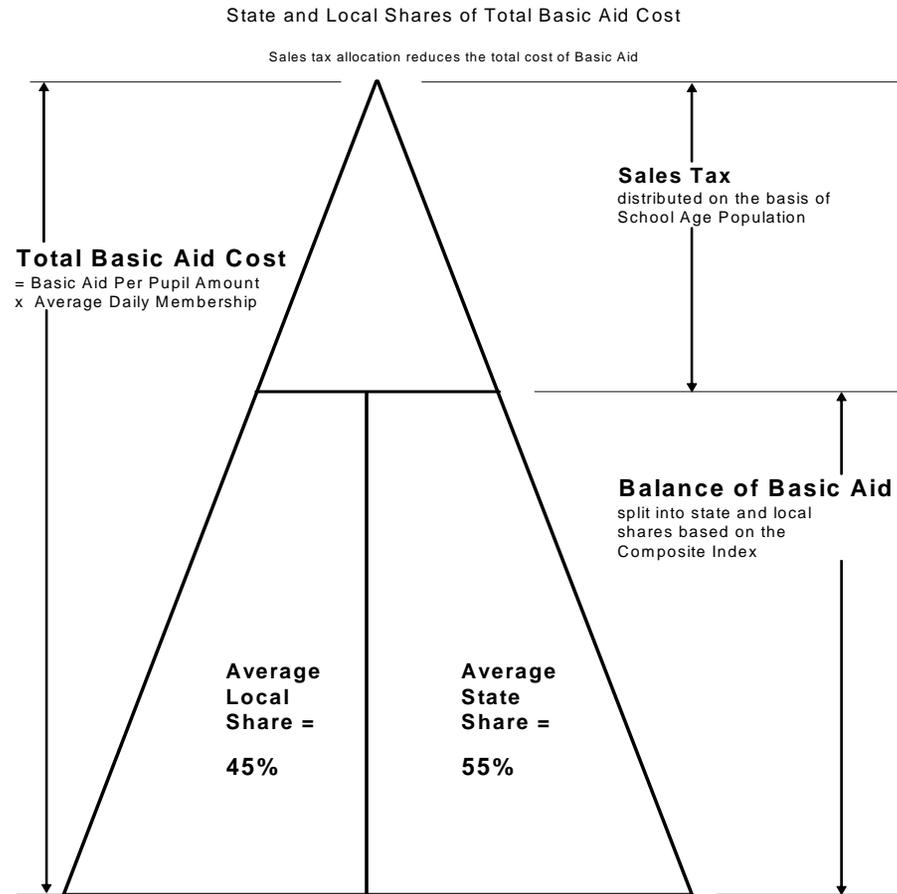
- The triennial census of school-age population is required by Sections 22.1-281 - 22.1-286 of the *Code*. Each school division is required to take a census every three years of:
 1. all children residing in the division ages 5-19;
 2. children ages 5-19 within the division who reside in orphanages, charitable institutions, or as dependents on federal property;
 3. children ages 5-19 who reside in state hospitals, state schools or centers for the mentally retarded, mental institutions, schools for the deaf and blind, and state or federal correctional institutions are included in the census of the division where the parents or guardian reside.
- Also included in the school-age population count for each division is the number of students with disabilities ages 2, 3, 4, 20, and 21. This total along with the census count provide the school-age population count used for distribution of sales tax. In 2005, these numbers totaled 1,473,360 (census) and 11,588 (spec. ed. count).
- The cost is funded locally. Latest estimate of statewide cost is \$5.0 million to conduct the 1995 census. Divisions are completing the 2008 census this summer.

Uses of School Census Data

- **To distribute the 1.125% state sales and use tax revenue dedicated to public education (est. at \$1.2 billion in FY09).**
 - **used to distribute actual sales tax revenue to divisions**
 - **used to distribute estimated sales tax deducted in Basic Aid formula (see next slide)**
- **To distribute the 1% local-option sales tax revenue among counties and incorporated towns (Section 58.1-605 G. and H.) – this requires separate census totals for each town.**
- **Used by divisions for local enrollment projections and planning.**
- **Used in the allocation of federal special education funds to divisions.**
- **2008 census data will be used for sales tax distribution to divisions beginning in FY10.**

Sales Tax Distribution Used in Basic Aid Formula

State and Local Shares of Total Basic Aid Cost



Note: State and local shares will vary by locality based on each division's composite index.

School Census Process

- Divisions conduct the census within the period designated by the Supt. of Public Instruction. Most target completion before the end of the school year.
- Divisions are not required to follow a prescribed process.
- A local school census director is usually appointed to manage the process. Some divisions contract out the census collection.
- Division costs include personnel (especially enumerators), postage, printing, training, travel, and publicity. Finding an adequate number of enumerators can be difficult.
- Preparation (e.g., planning, hiring, training, printing forms, etc.) occurs months in advance. Back-end activities include data tabulation, verification, and reporting.
- DOE provides guidelines and training for planning and conducting the census, including selection/training of personnel, sample procedures and data collection approaches, and data verification. A sample enumeration form is provided for division use.

School Census Process

- Divisions employ various data collection methods:
 - enumerators (census takers) who canvass door-to-door;
 - mailed forms or postcards;
 - telephone surveys;
 - “in-school” forms to count public school children, eliminating the need to contact their households;
 - a combination of these methods.
- Local census counts are cross-checked against other data sources (e.g., student information systems and E911 databases) to ensure coverage and eliminate duplication.
- Follow-up procedures used for non-response or incomplete information.
- Divisions submit division totals of the census count to DOE and division supts. certify the accuracy of the submitted data.
- Divisions have reported response rates of approximately 95%; response rates tend to be lower in urban divisions.

Schedule for the 2008 Census

- **December 14, 2007 – Superintendent’s Memo (Admin. No. 53) issued announcing the 2008 School Census collection**
- **January 1, 2008 – census count period opened**
- **July 15, 2008 – census count period closed**
- **August 15, 2008 – deadline for divisions to report summary census data to DOE**
- **October 1, 2008 – DOE completes verification of submitted data**

Alternatives to Current Census

- **Possible alternatives to current census data:**
 - Average Daily Membership (ADM) or Fall Membership (FM)
 - ADM or FM weighted for the composite index or free lunch eligibility
 - US Census data of school-age population
 - ADM or FM + private school enrollment + home schooled students + religious exemption children
 - statistical estimates of the school-age population
- **Limitations to these alternatives:**
 - distributional impact: the amount of sales tax revenue received by divisions would change compared to current census data
 - no standard source of private school enrollment in Va.
 - US Census data becomes outdated - would require updated estimates
 - statistical models subject to statistical error
 - a funding hold harmless would create state cost

Appendix – 2005 School Census Data Compared to March 31, 2005 Average Daily Membership (ADM)

Div. #	Division	2005 Census of School Age Population	Unadj. March 31, 2005, ADM	% of ADM to Census
001	ACCOMACK	6,465	5,148	79.64%
002	ALBEMARLE	15,307	12,226	79.87%
003	ALLEGHANY	3,105	2,921	94.07%
004	AMELIA	2,072	1,757	84.81%
005	AMHERST	5,525	4,619	83.60%
006	APPOMATTOX	2,606	2,268	87.03%
007	ARLINGTON	21,857	17,795	81.42%
008	AUGUSTA	14,036	10,690	76.16%
009	BATH	940	778	82.82%
010	BEDFORD	11,661	9,887	84.79%
011	BLAND	1,006	893	88.73%
012	BOTETOURT	6,224	4,782	76.83%
013	BRUNSWICK	2,952	2,201	74.57%
014	BUCHANAN	3,900	3,547	90.94%
015	BUCKINGHAM	2,841	2,149	75.63%
016	CAMPBELL	10,787	8,667	80.34%
017	CAROLINE	5,855	3,762	64.26%
018	CARROLL	4,961	4,017	80.97%
019	CHARLES CITY	1,021	857	83.98%
020	CHARLOTTE	2,387	2,185	91.53%
021	CHESTERFIELD	64,608	55,570	86.01%
022	CLARKE	2,576	2,110	81.90%
023	CRAIG	952	676	70.98%

Div. #	Division	2005 Census of School Age Population	Unadj. March 31, 2005, ADM	% of ADM to Census
024	CULPEPER	7,859	6,388	81.28%
025	CUMBERLAND	1,822	1,388	76.19%
026	DICKENSON	2,577	2,527	98.05%
027	DINWIDDIE	4,925	4,508	91.52%
028	ESSEX	1,965	1,580	80.42%
029	FAIRFAX	200,902	158,428	78.86%
030	FAUQUIER	14,535	10,654	73.30%
031	FLOYD	2,552	2,083	81.61%
032	FLUVANNA	3,925	3,547	90.37%
033	FRANKLIN	9,337	7,150	76.58%
034	FREDERICK	13,925	11,679	83.87%
035	GILES	3,094	2,533	81.87%
036	GLOUCESTER	7,753	6,078	78.39%
037	GOOCHLAND	2,703	2,167	80.17%
038	GRAYSON	2,793	2,199	78.72%
039	GREENE	3,224	2,636	81.75%
040	GREENSVILLE	1,843	1,621	87.95%
041	HALIFAX	7,338	5,888	80.24%
042	HANOVER	22,123	18,208	82.30%
043	HENRICO	58,526	46,013	78.62%
044	HENRY	10,593	7,752	73.18%
045	HIGHLAND	368	302	82.07%
046	ISLE OF WIGHT	7,064	5,032	71.24%

Div. #	Division	2005 Census of School Age Population	Unadj. March 31, 2005, ADM	% of ADM to Census
047	JAMES CITY	11,149	8,656	77.64%
048	KING GEORGE	3,825	3,360	87.83%
049	KING QUEEN	1,125	821	73.01%
050	KING WILLIAM	2,376	1,910	80.37%
051	LANCASTER	1,714	1,399	81.61%
052	LEE	4,687	3,638	77.63%
053	LOUDOUN	59,566	43,484	73.00%
054	LOUISA	5,657	4,251	75.14%
055	LUNENBURG	2,248	1,703	75.75%
056	MADISON	2,401	1,834	76.39%
057	MATHEWS	1,411	1,265	89.65%
058	MECKLENBURG	5,115	4,813	94.09%
059	MIDDLESEX	1,599	1,298	81.16%
060	MONTGOMERY	12,993	9,335	71.85%
062	NELSON	2,752	2,002	72.73%
063	NEW KENT	3,345	2,563	76.61%
065	NORTHAMPTON	2,311	1,953	84.52%
066	NORTHUMBERLAND	1,845	1,435	77.79%
067	NOTTOWAY	2,845	2,324	81.68%
068	ORANGE	5,527	4,295	77.71%
069	PAGE	3,997	3,517	87.98%
070	PATRICK	3,108	2,569	82.67%
071	PITTSYLVANIA	11,190	9,030	80.70%

Div. #	Division	2005 Census of School Age Population	Unadj. March 31, 2005, ADM	% of ADM to Census
072	POWHATAN	4,976	4,077	81.93%
073	PRINCE EDWARD	3,832	2,661	69.45%
074	PRINCE GEORGE	7,220	6,096	84.43%
075	PRINCE WILLIAM	81,353	64,323	79.07%
077	PULASKI	5,929	4,873	82.18%
078	RAPPAHANNOCK	1,428	1,010	70.73%
079	RICHMOND	1,336	1,213	90.77%
080	ROANOKE	18,568	14,365	77.36%
081	ROCKBRIDGE	3,506	2,735	78.01%
082	ROCKINGHAM	14,955	10,860	72.62%
083	RUSSELL	5,048	4,090	81.02%
084	SCOTT	4,270	3,656	85.61%
085	SHENANDOAH	7,107	5,795	81.54%
086	SMYTH	5,376	4,968	92.40%
087	SOUTHAMPTON	4,101	2,781	67.81%
088	SPOTSYLVANIA	28,379	22,800	80.34%
089	STAFFORD	31,598	25,419	80.45%
090	SURRY	1,321	1,058	80.12%
091	SUSSEX	1,688	1,367	80.99%
092	TAZEWELL	8,421	6,837	81.19%
093	WARREN	6,737	5,161	76.61%
094	WASHINGTON	8,572	7,218	84.20%

Div. #	Division	2005 Census of School Age Population	Unadj. March 31, 2005, ADM	% of ADM to Census
095	WESTMORELAND	2,193	1,795	81.85%
096	WISE	7,780	6,646	85.42%
097	WYTHE	5,068	4,185	82.57%
098	YORK	14,159	12,443	87.88%
101	ALEXANDRIA	13,871	10,530	75.91%
102	BRISTOL	2,914	2,295	78.77%
103	BUENA VISTA	1,216	1,124	92.46%
104	CHARLOTTESVILLE	6,366	4,168	65.47%
106	COLONIAL HEIGHTS	3,403	2,876	84.53%
107	COVINGTON	757	830	109.71%
108	DANVILLE	8,749	7,027	80.32%
109	FALLS CHURCH	2,305	1,865	80.91%
110	FREDERICKSBURG	3,107	2,418	77.84%
111	GALAX	1,301	1,301	100.02%
112	HAMPTON	29,548	22,563	76.36%
113	HARRISONBURG	4,693	4,135	88.10%
114	HOPEWELL	4,291	3,818	88.98%
115	LYNCHBURG	11,501	8,552	74.36%
116	MARTINSVILLE	3,360	2,574	76.60%
117	NEWPORT NEWS	41,935	30,827	73.51%
118	NORFOLK	41,701	33,708	80.83%
119	NORTON	843	715	84.83%

Div. #	Division	2005 Census of School Age Population	Unadj. March 31, 2005, ADM	% of ADM to Census
120	PETERSBURG	5,352	5,035	94.07%
121	PORTSMOUTH	15,967	15,309	95.88%
122	RADFORD	1,532	1,530	99.84%
123	RICHMOND CITY	34,650	23,489	67.79%
124	ROANOKE CITY	15,768	12,730	80.73%
126	STAUNTON	4,641	2,610	56.24%
127	SUFFOLK	18,460	13,297	72.03%
128	VIRGINIA BEACH	94,382	74,091	78.50%
130	WAYNESBORO	4,017	2,936	73.09%
131	WILLIAMSBURG	927	747	80.51%
132	WINCHESTER	4,443	3,631	81.73%
134	FAIRFAX CITY	3,484	2,725	78.21%
135	FRANKLIN CITY	1,504	1,360	90.40%
136	CHESAPEAKE CITY	52,603	39,998	76.04%
137	LEXINGTON	663	643	96.96%
138	EMPORIA	1,172	944	80.60%
139	SALEM	4,218	3,915	92.81%
140	BEDFORD CITY	902	914	101.32%
142	POQUOSON	2,829	2,562	90.55%
143	MANASSAS CITY	8,668	6,544	75.50%
144	MANASSAS PARK	2,530	2,282	90.20%
202	COLONIAL BEACH	532	577	108.51%
207	WEST POINT	746	789	105.70%
	State Totals	1,484,948	1,175,734	79.18%

Appendix - Sample Enumeration Form

VIRGINIA SCHOOL CENSUS 2008

(1) _____ County, City, or Town (2) _____ District, Ward or Other

Name of Parents <input type="checkbox"/> , Guardians <input type="checkbox"/> , or Other <input type="checkbox"/> (Last Name, First Name, Middle Initial)	(5) Address of Residence	
(3)	Street No. and Name Or RFD and Box No.	Apt. No.
(4)	City or Town	Zip

Name and data for all persons in family who will have reached their fifth birthday and who will not have reached their twentieth birthday on December 31, 2008.

(6) NAMES OF CHILDREN (Last Name, First Name, Middle Initial)	(7) MO.	(8) DAY	(9) YEAR	(10) Age in Years on 12/31/2008
a.				
b.				
c.				
d.				
e.				
f.				
g.				
h.				
i.				
j.				

Appendix - Code of Virginia Statutes

§22.1-281. Triennial Census of School Population – Every three years, at a time to be designated by the Superintendent of Public Instruction, a census of all persons residing within each school division who, on or before December 31 immediately following the census, will have reached their fifth birthday but not their twentieth birthday shall be taken on forms furnished by the Superintendent of Public Instruction. Such persons who are domiciled in orphanages or eleemosynary institutions or who are dependents living on any federal military or naval reservation or other federal property shall be included in the census for the school division within which the institution or federal military or naval reservation or other federal property is located. Such persons who are confined in state hospitals, state training schools or state training centers for the mentally retarded, each as defined in §37.1-1, or mental institutions, state or federal correctional institutions, or the Virginia Schools for the Deaf and Blind shall be included in the census for the school division within which the parents or guardians of such person or persons legally reside. If the legal residence of the parents or guardians of such person is not ascertainable, such parents or guardians shall be deemed to be legal residents of the school division from which such person was admitted or committed.

§22.1-282. Appointment and Compensation of Persons Taking Census – The census shall be taken by agents appointed by each school board on the recommendation of the division superintendent. Each such agent shall receive as compensation for his services, to be paid out of the school board's funds, an amount to be fixed by the school board appointing him. In the discretion of the school board, a reasonable travel allowance may be allowed such agents.

Appendix - Code of Virginia Statutes

§22.1-283. Agents to Gather Other Statistics – The agents taking the census shall also, at the time of taking the census, gather statistics relating to the interests of education according to forms furnished by the Superintendent of Public Instruction.

§22.1-284. Census Results – The complete results of the census required by §§22.1-281 and 22.1-283 shall be submitted to the school board as soon as practicable. The division superintendent shall transmit such results, together with any other information required or deemed necessary, to the Superintendent of Public Instruction.

§22.1-285. Board May Require Special Census – The Board of Education is authorized to require a special statewide census at anytime it deems such census necessary for the equitable distribution of state school funds.

§22.1-286. Duty of Board to see that Census is Taken – It shall be the duty of each school board to see that the census required by the provisions of this article is taken at the proper time and in the proper manner.