Executive Summary
Prepared for Board of Trustees Meeting
July 21, 2015

2015 Student Registration/Enrollment Progress Report

Purpose of Report: To inform the Board of Trustees on the updates, changes and progress of the student enrollment process since the implementation of InfoSnap, the district's online student registration system.

Objectives: To provide new and returning Denton ISD students and their families a less time-consuming process for enrollment, while cutting back on paper waste for the district.
Entering our third year of using InfoSnap for student registration, the enrollment team (comprised of members from academic programs, communications and data processing) outlines the process and implemented changes for student enrollment this year including:
• Communicating with each school to ensure any changes to InfoSnap form or registration process would benefit the families and campus staff.
• Delivering a consistent message (social media, traditional media, website, phone blast, school marquees) reminding families that registration would begin July 27 thru emailed snapcodes and/or the InfoSnap link on the district homepage.
• Establishing set dates and times that are relatively consistent across the district for families to complete the enrollment process. These include:
Elementary Schools – 8 a.m. to 3 p.m., Aug. 4 - 6.
Middle Schools – 9 a.m. to 3 p.m., Aug. 10 – 13
High Schools – 10 a.m. to 2 p.m., Aug. 10-13
• Holding a separate registration/enrollment time for Pre-Kindergarten families July 29 and 30 to allow the enrollment team and campus staff to provide hands-on assistance and familiarize parents/guardians with the online registration process.

Operational Impact: The enrollment team communicates regularly to discuss necessary changes, updates, etc. to the online process – especially since students are enrolling into the district throughout the school year. The team also ensures that campuses are provided proper training, support and communication tools for families throughout the year.
The district did not see a rate increase in its contract with InfoSnap for the upcoming school year, due to some internal technical difficulties on the provider's end, but can expect it to increase as Denton ISD's enrollment continues to grow. As that student population grows, the district may have to consider additional support to the enrollment team.

Results: The implementation of InfoSnap is an ongoing process. As parent and campus needs continue to evolve, the online registration system does too helping the district stay ahead of the curve. Public perception of the district's registration process is extremely high and it continues to win fans at the campus level. Denton ISD has also become a trendsetter in this area, with team members taking part in panels discussing some of the features unique to the district and touting InfoSnap's benefits to other districts.