

## School Fiscal Services

### Working on the 2023-24 E-Cast Enrollment & Staffing file from your Desktop



The FY 2023-24 E-Cast Enrollment Forecast and Norm Staffing Projection are now available on the School Fiscal Services Website. Schools can view their general education norm staffing allocation for FY 2023-24 here: <https://bit.ly/FY2024ECastEnrollmentandStaffingProjection>

**Saving and Opening file in Desktop App** – Once you have accessed the 2023-24 E-Cast Enrollment file using the link above, it is recommended to save the file to your computer or laptop and work on the file using the Desktop Application versus the Web based Excel App.

**Instructions:**

- 1) Enter or select a value for field highlighted in blue to populate the ECAST and Norm Day enrollment and allocations for your school(s).
- 2) The form is set to populate a maximum of five cost centers per campus. To hide blank columns, click the "Hide" button. To unhide columns, click the "Unhide" button.
- 3) Use the Position Simulator to project allocations based on enrollment or school attribute changes.
- 4) For questions about the magnet forecast, please contact Felipe Echavarri at fecho1@lausd.net.
- 5) For questions about any other enrollment forecast, please contact your Regional Office.
- 5) To submit an appeal for the 2023-24 forecasted enrollment, click on the following link: <https://bit.ly/E-CastAppealForm>

**2023-24 ECAST**

Cost Center: 1212301-Angeles Mesa

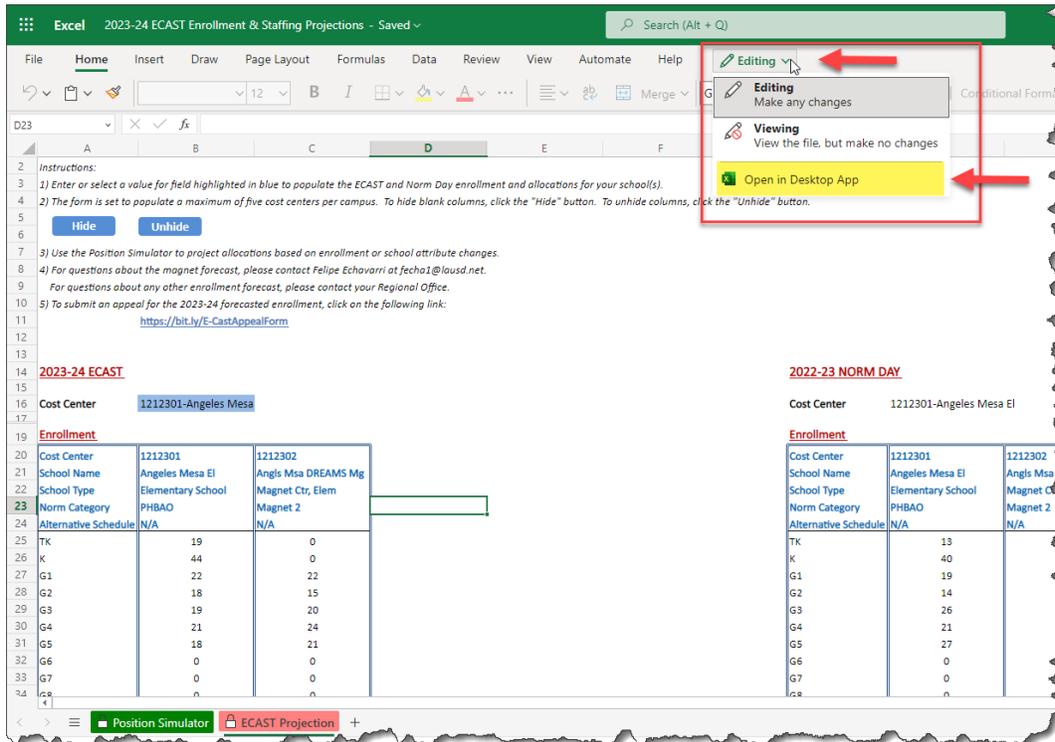
Enrollment	1212301	1212302
Cost Center	1212301	1212302
School Name	Angeles Mesa El	Angls Msa DREAMS Mg
School Type	Elementary School	Magnet Ctr, Elem
Norm Category	PHBAO	Magnet 2
Alternative Schedule	N/A	N/A
TK	19	0
K	44	0
G1	22	22
G2	18	15
G3	19	20
G4	21	24
G5	18	21
G6	0	0
G7	0	0
G8	0	0

**2022-23 NORM DAY**

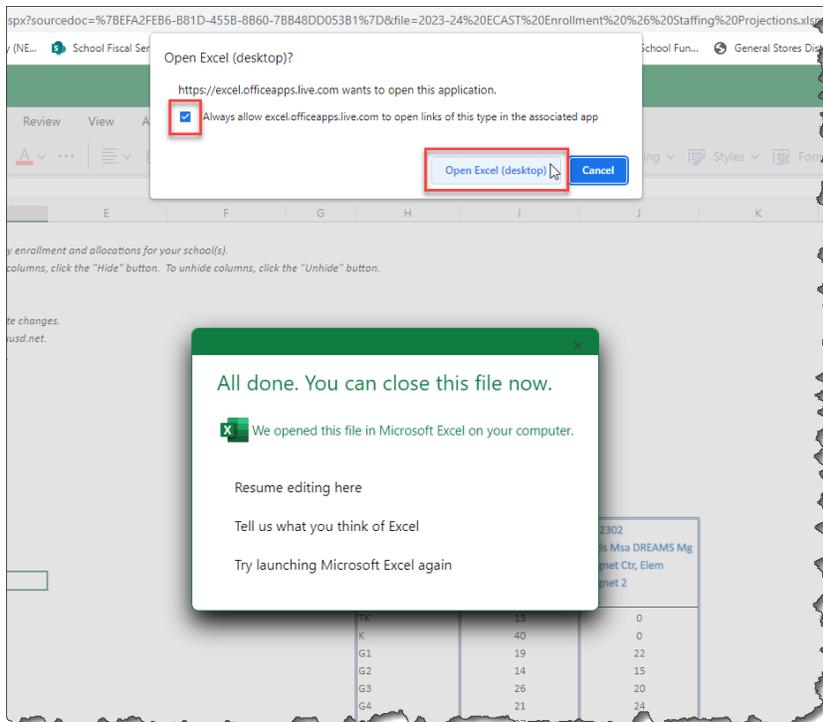
Cost Center: 1212301-Angeles Mesa El

Enrollment	1212301	1212302
Cost Center	1212301	1212302
School Name	Angeles Mesa El	Angls Msa
School Type	Elementary School	Magnet C
Norm Category	PHBAO	Magnet 2
Alternative Schedule	N/A	N/A
TK	13	
K	40	
G1	19	
G2	14	
G3	26	
G4	21	
G5	27	
G6	0	
G7	0	
G8	0	

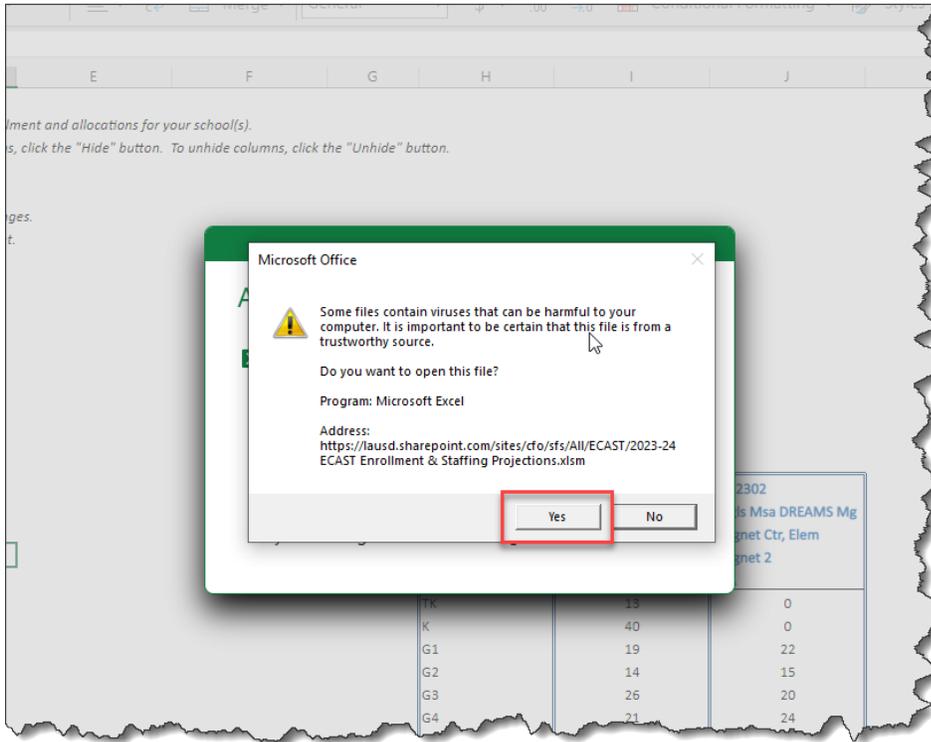
1. From the toolbar menu select **Editing**
2. Then select **Open in Desktop App**



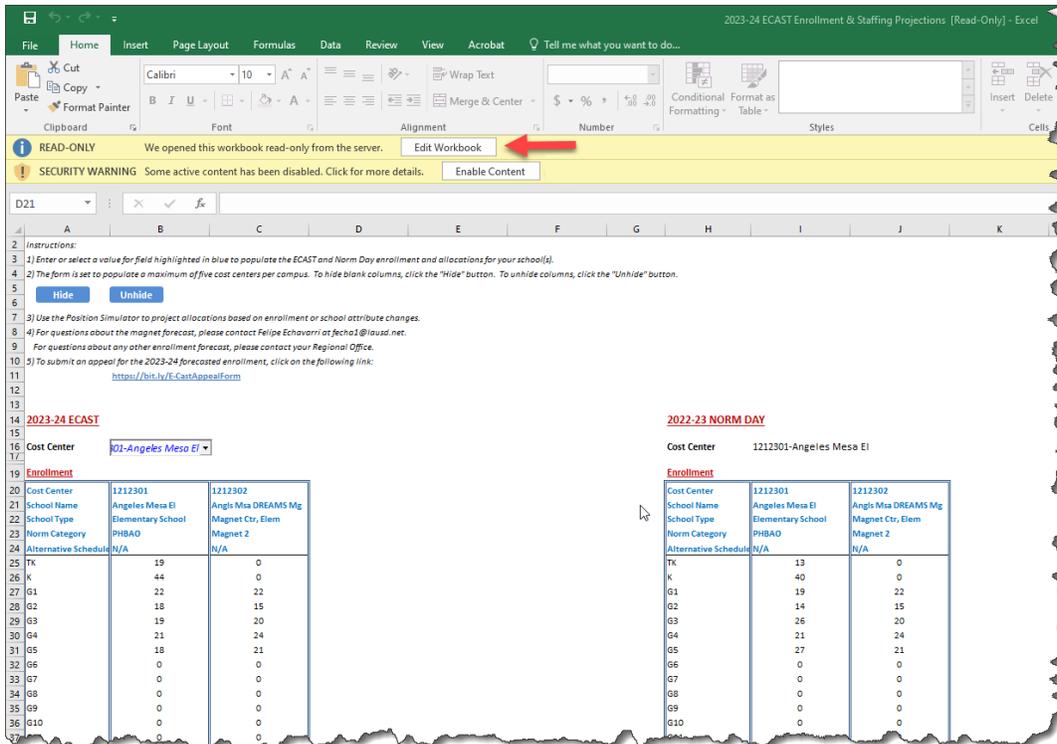
3. Check **Always allow excel to open links of this type in the associated app**
4. Then Click **Open Excel (desktop)**



5. Click on **Yes** for the security warning



6. Click on **Edit Workbook**



## 7. Then Click on **Save As**

The screenshot shows the Microsoft Excel interface with the 'Save As' button highlighted by a red arrow. The spreadsheet contains the following data:

2023-24 ECAS				2022-23 NORM DAY			
Cost Center	1212301	1212302		Cost Center	1212301	1212302	
Enrollment				Enrollment			
Cost Center	1212301	1212302		Cost Center	1212301	1212302	
School Name	Angeles Mesa El	Angls Msa DREAMS Mg		School Name	Angeles Mesa El	Angls Msa DREAMS Mg	
School Type	Elementary School	Magnet Ctr, Elem		School Type	Elementary School	Magnet Ctr, Elem	
Norm Category	PHBAO	Magnet 2		Norm Category	PHBAO	Magnet 2	
Alternative Schedule	N/A	N/A		Alternative Schedule	N/A	N/A	
TK	19	0		TK	13	0	
K	44	0		K	40	0	
G1	22	22		G1	19	22	
G2	18	15		G2	14	15	
G3	19	20		G3	26	20	
G4	21	24		G4	21	24	
G5	18	21		G5	27	21	
G6	0	0		G6	0	0	
G7	0	0		G7	0	0	
G8	0	0		G8	0	0	
G9	0	0		G9	0	0	
G10	0	0		G10	0	0	
G11	0	0		G11	0	0	
G12	0	0		G12	0	0	

## 8. Select folder where you want to save the file and press **Save**

The screenshot shows the 'Save As' dialog box open in Microsoft Excel. The file is being saved to the Desktop. The dialog box displays the following information:

- File name: 2023-24 ECAS Enrollment & Staffing Projections
- Save as type: Excel Macro-Enabled Workbook
- Authors: LAUSD
- Tags: Add a tag
- Title: Add a title

The dialog box also shows a list of folders and files on the Desktop, including 'Adobe Acrobat', 'Old Firefox Data', 'Temp SAP Files', '2023-24 ECAS Enrollment & Staffing Pro...', and 'SFS - Shortcut'.

## 9. Click on **Enable Content**

2023-24 ECAST Enrollment & Staffing Projections - Excel

SECURITY WARNING: Some active content has been disabled. Click for more details. **Enable Content**

Instructions:

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For questions about any other enrollment forecast, please contact your Regional Office.

To submit an appeal for the 2023-24 forecasted enrollment, click on the following link:  
<https://bit.ly/E-CastAppealForm>

**2023-24 ECAST**

Cost Center: 001-Angeles Mesa EI

Cost Center	1212301	1212302
School Name	Angeles Mesa EI	Angls Msa DREAMS Mg
School Type	Elementary School	Magnet Ctr, Elem
Norm Category	PHBAO	Magnet 2
Alternative Schedule	N/A	N/A
TK	19	0
K	44	0
G1	22	22
G2	18	15
G3	19	20
G4	21	24
G5	18	21
G6	0	0
G7	0	0
G8	0	0
G9	0	0
G10	0	0
G11	0	0
G12	0	0

**2022-23 NORM DAY**

Cost Center: 1212301-Angeles Mesa EI

Cost Center	1212301	1212302
School Name	Angeles Mesa EI	Angls Msa DREAMS Mg
School Type	Elementary School	Magnet Ctr, Elem
Norm Category	PHBAO	Magnet 2
Alternative Schedule	N/A	N/A
TK	13	0
K	40	0
G1	19	22
G2	14	15
G3	26	20
G4	21	24
G5	27	21
G6	0	0
G7	0	0
G8	0	0
G9	0	0
G10	0	0
G11	0	0
G12	0	0

## 10. You are now able to work on and save your 2023-24 E-Cast Enrollment Forecast and Norm Staffing Projection file

**2023-24 ECAST**

Cost Center: 001-Angeles Mesa EI

Cost Center	1212301	1212302
School Name	1212302-Angls Msa	1212302
School Type	1213701-Ann EI	Angls Msa DREAMS Mg
Norm Category	1214602-Annalee A	Magnet Ctr, Elem
Alternative Schedule	1215101-Annandale	Magnet 2
Alternative Schedule	1216401-Agesston	N/A
Alternative Schedule	1217801-Aragon EI	N/A
TK	22	0
K	44	0
G1	22	22
G2	18	15
G3	19	20
G4	21	24
G5	18	21
G6	0	0
G7	0	0
G8	0	0
G9	0	0
G10	0	0
G11	0	0
G12	0	0
SDP K-5(6)	8	0
SDP 6-8	0	0
SDP 9-12	0	0
Pre-K SDP	11	0
State Preschool	0	0
TE (ETK)	16	0
<b>Grand Total</b>	<b>196</b>	<b>102</b>

**2022-23 NORM DAY**

Cost Center: 1212301-Angeles Mesa EI

Cost Center	1212301	1212302
School Name	Angeles Mesa EI	Angls Msa DREAMS Mg
School Type	Elementary School	Magnet Ctr, Elem
Norm Category	PHBAO	Magnet 2
Alternative Schedule	N/A	N/A
TK	13	0
K	40	0
G1	19	22
G2	14	15
G3	26	20
G4	21	24
G5	27	21
G6	0	0
G7	0	0
G8	0	0
G9	0	0
G10	0	0
G11	0	0
G12	0	0
SDP K-5(6)	8	0
SDP 6-8	0	0
SDP 9-12	0	0
Pre-K SDP	11	0
State Preschool	0	0
TE (ETK)	16	0
<b>Grand Total</b>	<b>195</b>	<b>102</b>

**Allocations**

(Includes Charter Block and Alternative Schedule)

Teacher Allocations	FTEs	FTEs
TK-3	6	3
4-5(6)	2	2
	0	0

**Allocations**

(Includes Charter Block and Alternative Schedule)

Teacher Allocations	FTEs	FTEs
TK-3	5	3
4-5(6)	2	2