SRC Communication #3– 7/17/23– School Report Card (SRC)
Distribute to: Superintendents, Principals, District Safe Schools Coordinators. SRCC

School Report Card – Safety Data Opens Today

The review, approval and collection period opens today for Kentucky School Report Card (SRC) safety data in the SRC Secure Site. District Safe Schools coordinators have been notified of the expectations and tools available for reviewing safety data and entering school-level collector items. This is the time to ensure the data being reported is correct.

Beginning today, SRC users can:

- Review/approve School Safety data. This is the first data collection to be reviewed and should be approved **by Monday, July 31**. The shorter timeframe for this collection is because the Kentucky Department of Education must share this data with the Kentucky Center for School Safety and Office of Education Accountability no later than Aug. 31 per KRS 158.444.
- Begin entering school-level data into the SRC collector tool. This data is used to populate the School Report Card and the School Profile Report. This must be completed by **Sept. 16**. A full list of collector items is available on the School Report Card Resources webpage.
- Again this year, there is an optional superintendent message that can be entered in the approval/collector tool (maximum of 750 characters). This message will be displayed on the district and school's landing page when the SRC is released publicly. Messages should be clearly stated and reviewed locally for spelling, grammar and punctuation. KDE cannot edit district messages.

The Overview and Education Opportunity will open Aug. 3 for districts to begin reviewing and approving data, though not all exam score data will be available at this time for the Advanced Coursework section. Notification will be sent as soon as all Advanced Coursework data is available.

The Education Opportunity domain will have limited data available for review; Gifted and Talented and Advanced Coursework course detail will be available; however, assessment results will not be available at that time.

Career and Technical Education data won't be available until September for data review. Districts can begin reviewing, but should wait until all data is available to approve the Education Opportunity domain.

To update the superintendent or principal name/email displayed on the SRC, please have the district's Web Application Administrator Point of Contact (WAAPOC) make the update in People Role Manager and then notify Jessi Carlton.

The School Report Card Resources webpage is used as a central repository for communications and resources. The 2022-2023 SRC timeline is available on this webpage. Other highlights include:

- SRC Secure User Access Instructions provides specifics on user access setup. Please work with local WAAPOCs to set up access so SRC users will be ready when it opens;

- [SRC Annual Tasks](#) summarizes what needs to be done throughout the summer and fall to prepare for SRC public launch; and
- A [Quality Assurance (QA) Worksheet](#) includes a list of data reported in the School Report Card along with QA tools available to use for verification.

Contacts:

- **System questions/issues:** [BrightBytes SRC Support](#)
- **User access questions:** [KETS Service Desk](#)
- **General SRC questions:** [KDE Data Services](#)
- **Safe Schools:** [Windy Spalding](#)
- **School Profile Report**: [KDE Standards Team](#)