2022-2023 – SRC Communication #5

Distribute: July 31, 2022 – Superintendents *(1st part only),* SRCC/DACs all

School Report Card – Data Review Window Opens Aug. 3

The School Report Card (SRC) Data Approval Tool will include the Overview and Education Opportunity domains data beginning, Thursday, **Aug. 3**. The system is already open with the School Safety domain data for district review and approval.

On Thursday, schools and districts can begin verification of the additional data, enter school collection items through the collection tool and flag data issues. The review period for the School Safety domain has been extended to **Aug. 7** and the review period for the other domains ends on **Sept. 29**. In addition, all collection items should be entered by **Sept. 29**.

Schools can wait until all data is available in the Overview and Education Opportunity domains before finalizing their approvals.

The SRC timeline and resource documents are posted on the KSIS SRC Resources webpage. The SRC Annual Tasks and Data Approval Tool User Guide are also available on that page.

Navigate to the Kentucky School Report Card (SRC) Data Approval Tool to begin the SRC review process. *NOTE: Locally designated reviewers that have been set up with access should use their Microsoft credentials to access the approval tool.*

The SRC Quality Assurance (QA) Worksheet can be used to help guide SRC users through the review process. It includes domain-level information that needs to be reviewed, details on tools to help with validation and KDE contacts to assist with questions. This SRC QA Worksheet will also provide districts with a KDE contact for specific data errors. Please feel free to reach out directly to the KDE staff in addition to flagging the data element in the SRC Data Approval/Collection Tool.

The SRC Collection Items document provides detail on data that must be entered at the school level to meet federal and/or state reporting requirements.

Data typically in these domains that won't be available at this time include:

- Overview/ Faculty, Staff and Community/ Equity: Data is not yet available for review. Students Taught by Ineffective Teachers is collected through the Kentucky Equitable Access to Effective Educator (Ineffective Teacher) Survey that will be sent out to district superintendents soon. The equity data will be available for district review in early September.
- Education Opportunity, Career and Technical Education data from TEDS and Cambridge Advanced International exam scores under the Advanced Coursework assessment: This data will be available in September and districts will be notified when available for review. Please note that International Baccalaureate data is showing, but is not correct. KDE is working to resolve this issue.
- Academic Performance and Accountability: Data will be available in late September for district assessment coordinators to review prior to it being loaded to the School Report Card.
- Transition to Adult Life: Data will be available by early September and districts will be notified when available for review.

Helpful resources are available on the KSIS SRC Resource webpage, including:

- User Access Instructions: Provides helpful detail on what user roles automatically have access, how to set up additional SRC users and how to access the SRC Data Approval Tool.

- [SRC Annual Tasks](): Includes action items for districts and can be used as a checklist to ensure all SRC tasks are completed.

IMPORTANT DATES TO REMEMBER

- **Aug. 3**: Overview and Education Opportunity domains open for data verification/validation
- **Aug. 7:** Deadline for verification of School Safety data.
- **Sept. 29:** Deadline for entering data into SRC collection tool
- **Sept. 29**: Deadline for review and approval of Overview, Education Opportunity, Transition to Adult Life domains.
- **Oct. 1**: School Profile Repor*t* should be complete with SBDM, principal and superintendent signatures and available in the district office
- **Fall 2023**: Public release

CONTACTS

- Email [BrightBytes support]() or by phone at (877) 433-4036 with system questions.
- Email [KDE Standards Team]() for School Profile Report questions.
- Email [KDE Data Services]() for general questions.
- Email [Windy Spalding]() for safe schools data questions.

Contact your [local district WAAPOC]() for user account set up. The [KETS Service Desk]() is available to assist WAAPOCs