From:	Conner, Dede - Director, Division of Enterprise Data
To:	All State KSIS Contacts; All State CIOs
Cc:	KETS Engineers
Subject:	KSIS Notification: DASCR/School Verification
Date:	Tuesday, March 22, 2016 1:04:25 PM
Attachments:	2016-0322_SchoolVerifications.xls

See message below - if you can help with this annual verification in DASCR or remind someone to complete, please do. This message went to Superintendents on February 8th but there are a number of districts that have not yet verified. I have filtered the following attached report to show just those that are not verified.

Note: the 2015-16 School Report Card Profile page will go public in early April. This verification helps ensure that the data is correct when it goes live.

Monday Superintendent E-mail – 2/8/16

Verification of school and district profile data for School Report Card – ACTION REQUIRED

KDE is asking all districts to verify that their 2015-16 school and district profile information is correct in preparation for the School Report Card data loads. Your assistance is needed to ensure school data is accurate before opening the Profile page on the School Report Card, April 4th. School demographic and contact information is available online on the School Report Card and Open House webpages. These sites provide an important communication tool for your school district, and one that your community will continue to use for information regarding your respective district and schools.

Verification of school profile data must be done through the District and School Collection Repository (DASCR) application located in KDE Web Applications. Instructions for verifying and updating school profile information are available here. Also, please note that the Open House on-line school directory uses the DASCR information and updates as KDE approves district changes. Changes made will not impact the 2014-15 School Report Card information previously published.

Timeline:

02/09/16 – 04/01/16	Schools verify their school profile information via DASCR.
04/04/16	2015-16 School Report Card "Profile" data is opened to the public.
Summer 2016	Additional data is loaded into School Report Card – Secure site, for district review.
Fall 2016	2015-16 School Report Card is opened to the public.

Notice to Districts: For district role changes (i.e., superintendents, principals, etc.) please contact your district WAAPOC. Contact information and/or role changes are not updated through DASCR.

Contact Rodney Bennett with questions specific to school change requests at 502-564-5279, ext. 4449, or via e-mail at rodney.bennett@education.ky.gov.