

From: [Conner, Dede - Director, Division of Enterprise Data](#)
To: [All State KSIS Contacts](#)
Subject: KSIS Notification: KY CRDC Schedule
Date: Tuesday, March 10, 2015 3:36:16 PM

FYI - The information below went to district CRDC contacts today.

Note: The CRDC contact list comes from People Role Manager.

From: Carlton, Jessica - Division of Enterprise Data
Sent: Tuesday, March 10, 2015 2:46 PM
To: Carlton, Jessica - Division of Enterprise Data
Subject: KY CRDC Schedule

The U.S. Office of Civil Rights (OCR) announced plans to open the Civil Rights Data Collection (CRDC) on Monday, March 23. KDE will begin populating district-level local education agency (LEA) and school data at that time. **Superintendents should receive a login and password to access their districts CRDC information this week.** Superintendents will be able to grant access through the system to allow others to assist in data reporting.

KY CRDC Schedule

March 23 – 25 Districts that want to opt out should go into the system and make their selection.
March 26 – 27 KDE will load data.
March 28 – April 10 Districts review data KDE has loaded in the CRDC on-line system.
April 11 – April 17 KDE will reload data if any issues are found. (Note: Districts can opt out after the initial load and before reload.)
April 20 – Districts should begin entering data.
Early to late July CRDC is expected to close.

Important CRDC information:

- Districts will need to verify the data that KDE loads and enter other district/school data. Ultimately, the district is responsible for the quality of the CRDC data.
- The OCR is aware spring break will be during the collection window and said they will take that into consideration when setting the close date. The close date will be NO SOONER than 75 days after CRDC opens. KDE does not yet know the date CRDC is expected to close.
- The OCR will be publishing CRDC tip sheets designed to help schools and districts enter data and/or answer common questions. Once they have been created, KDE will provide them on the [KDE CRDC webpage](#), where you can always find the latest CRDC data.
- OCR is setting up a CRDC Kentucky Workspace to facilitate communication. More information will be sent out on this tool as it becomes available.
- CRDC file elements along with information on what districts and schools will have to enter locally is available on the CRDC webpage or click [here](#).

Please feel free to contact me with any questions about the CRDC.

Jessi

Jessi Carlton

Resource Management Analyst
Office of Knowledge, Information & Data Services
Division of Enterprise Data
Kentucky Department of Education
500 Mero St, 5th Floor Capital Plaza Tower
Frankfort, KY 40601
(502) 564-2020 ext. 2468



Have you taken the Kentucky Core Academic Standards Challenge?

Make your voice heard by logging on to Kentucky.statestandards.org to provide feedback on specific English/language arts and mathematics standards as part of the Kentucky Department of Education's regular review of the standards taught in Kentucky classrooms. Challenge closes April 30.