

From: [Burton, Linda - Division of Enterprise Data](#)
To: [All State KSIS Contacts](#)
Cc: [Botula-Griffith, Lynn - Division of Enterprise Data](#)
Subject: KSIS Notification - KY Civil Rights Data Collection Information and Resources
Date: Monday, August 25, 2014 11:40:49 AM

KSIS Contact,

Please be aware that the message below was disseminated Friday, August 22, to school and district Civil Rights Data Collection (CRDC) contacts as assigned in People Manager. All districts don't have a designated CRDC contact so please help to ensure the right person in your district receives this information.

Thank you.

From: Burton, Linda - Division of Enterprise Data
Sent: Friday, August 22, 2014 2:40 PM
Cc: Botula-Griffith, Lynn - Division of Enterprise Data
Subject: KY-Civil Rights Data Collection Information and Resources

CRDC contact,

This communication is to provide information to help schools and districts fulfill requirements for the required SY 2013-14 Civil Rights Data Collection (CRDC).

With little more than a week left before the September 1 deadline, nearly one third of Kentucky's districts have not completed the first step in Phase I of the collection, which is to complete the school list updates. For detailed information about local actions needed now, please see the [message](#) that the [Office of Civil Rights \(OCR\)](#) sent to each district's superintendent and primary CRDC contact.

KDE wants to ensure that all schools and districts are aware that OCR and the [National Center for Education Statistics \(NCES\)](#) are building a submission system that will allow state education agencies to help upload data to OCR to prepopulate school and district submissions. In preparation for this initiative, KDE has developed and is testing a query that will extract data from the Kentucky Student Information System (KSIS) and other major enterprise systems. We estimate the collection will contain 75 to 85 percent of the data elements that are required for schools and about 50 percent of the data elements required for districts. This will help ease the CRDC burden on schools and districts by leveraging data already collected. Each district and school will be able to login, and must verify, edit and add additional data needed.

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Schools and districts should also be aware that KDE can only pre-populate data for districts

that opt-in for KDE assistance through OCR's online CRDC Web tool. OCR and KDE will send further communication and details for "opting-in" prior to the October opening of the CRDC data collection.

KDE has constructed a [KY-CRDC](#) Web page to publish the requirements, guidance, and information to help schools and districts fulfill their roles and responsibilities. Bookmark the [KY-CRDC](#) Web page to find the information you need in one convenient location. We'll update the KY-CRDC Web page as additional information becomes available.

The KDE point of contact for the CRDC is Lynn Botula-Griffith. Please feel free to contact her by [email](#) for more information or if you have any questions about KDE's assistance with the CRDC data collection

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Division of Enterprise Data
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The Kentucky Department of Education wants your input on the agency's customer service efforts. Please take a moment to complete an online survey, which may be accessed at <https://www.research.net/s/kdecustomerservice2014>. All responses will remain anonymous. Thank you!