

From: [Conner, Dede - Director, Division of Enterprise Data](#)
To: [All State KSIS Contacts](#)
Cc: [KETS Engineers](#)
Subject: KSIS Notification: School Report Card Message #1
Date: Friday, April 24, 2015 11:49:21 AM
Attachments: [2015_0414_DASCR_Validation.xls](#)

KSIS Points of Contact:

FYI – School Report Card Message below was sent to District Assessment Coordinators and School Report Card Contacts today.

From: Sims, Rhonda - Associate Commissioner, Division of Support and Research
Sent: Friday, April 24, 2015 11:07 AM
To: All State District Assessment Coordinators; All State Report Card Contacts
Cc: Conner, Dede - Director, Division of Enterprise Data; Patterson, Paige - Division of District Support; Newton, Windy - Office of Next Generation Schools and Districts; KDE Office of Assessment and Accountability; Blessing, Rebecca - Director, Division of Communications
Subject: Special DAC and SRCC E-mail 2015 School Report Card Message #1

Office of Assessment and Accountability Special DAC and SRCC E-Mail 2015 School Report Card Message #1

April 24, 2015

This e-mail communication to both District Assessment Coordinators (DACs) and School Report Card Contacts (SRCCs) has two purposes:

1. Ensure that each district receives this important kickoff message about the 2014-15 School Report Card (SRC); and
2. Describe the SRC tasks available for the SRCC to facilitate to schools and districts **now** for the 2014-15 SRC.

Communication with the Appropriate Person

DACs, please check that your district SRCC received this e-mail. Each district should have designated a School Report Card Contact. DACs or SRCCs, please notify Teresa King with the name of any new SRCC at teresa.king@education.ky.gov. Teresa maintains the DAC and SRCC distribution list for the Office of Assessment and Accountability.

Open to the Public

The 2014-15 School Report Card is now open to the public. Data is limited to what's on the profile page. This was the first data set validated by schools/districts and was done through the new DASCR validation tool. Communication regarding the validation was included in Dr. Holliday's e-mail messages to superintendents.

The profile page is open for all schools and districts regardless of validation. The validation window has passed, but those that have not yet validated may continue to validate and update as necessary. (See the attached file for a list of schools and districts that are non-verified and verified.)

Data changes will be refreshed in the School Report Card at least weekly. More information on the school change request process is available [here](#).

Additional Notes:

- Principal & Superintendents updates must be done through the People Role Manager [Web Application](#).
- School updates, including name, address, phone, fax, grade range, and classification must be done through the DASCRC Web Application.
- District demographic updates can be submitted to: kdedascrc@education.ky.gov
- Title 1 status questions can be directed to: [Windy Newton](#)
- Corrections to SBDM members can be emailed to: [Windy Newton](#).
- Corrections to local board members can be submitted through the KDEdatarequest@education.ky.gov mailbox.
- Membership numbers will not be updated until the fall counts are complete and other SRC data is loaded.
- Updates for school or district pictures can be submitted to the KDEdatarequest@education.gov mailbox.
- Geographic coordinates can be updated through the Commonwealth map – instructions available [here](#).

Additional Messages and Questions

The Office of Assessment and Accountability will send out periodic e-mails to SRCCs that introduce other resources, provide answers to general questions or problems and offer reminders on key SRC tasks and deadlines. Otherwise, feel free to e-mail dacinfo@education.ky.gov with any general questions or whenever you need assistance. The phone number for the Division of Support and Research is 502-564-4394.

Thank you for your help ensuring the data in the annual School Report Card is

complete and accurate.