

## School Report Card Collection Tool OPEN

The [School Report Card \(SRC\) Collection Data tool](#) is now open and available to districts and schools. This is the first release of a phased approach to School Report Card reporting for the 2023-2024 school year. AnLar is the new vendor for Kentucky's School Report Card. The new tool has a different look but there are similarities, and the work aligns to prior School Report Card functionality and domain structure. [User Access instructions](#) have been previously shared, and users assigned to the applicable roles should use their Microsoft email/credentials to access the site. Links to today's training will be available later this week and will be shared when available.

Schools can start entering collection data for School Profile Report and other SRC collection data reporting. The [Ineffective Teacher Data Collection](#) is the only new collection for this year's school report card; it replaces the separate survey that has been done in prior years. Collection domains below are listed with the associated area(s) of reporting:

- Access to Technology (Overview/Access to Technology).
- Career Studies (School Profile Report and Education Opportunity/General Education Coursework).
- Health Education and Physical Education (School Profile Report and Education Opportunity/General Education Coursework).
- Ineffective Teachers (Overview/Faculty Staff and Community/Equity).
- Parental Involvement (Overview/Faculty Staff and Community/Parent Involvement).
- Precautionary Measures (School Safety).
- Visual and Performing Arts (School Profile Report and Education Opportunity/General Education Coursework).
- World Languages (School Profile Report and Education Opportunity/General Education Coursework).

In addition, users with district admin access to the tool will be able to monitor collection progress and enter the Superintendent's message.

This first release is to help districts meet requirements of [KRS 158.6453](#) Section 3 (20) for the School Profile Report. As applicable, collection items are entered by schools, and the School Profile Report that is

## CONTACTS

- For questions related to AnLar's access and functionality, contact the [AnLar Helpdesk email](#) or call (502) 509-0041 between 8 a.m. and 6 p.m. ET.
- Email [KDE Data Services](#) for general questions.
- Email [Windy Spalding](#) for questions about precautionary measures and parental involvement.
- Email [Caryn Davidson](#) for School Profile Report questions.
- Email [Ben Maynard](#) for access to technology questions.
- Email [Tessa Harris](#) regarding ineffective teacher questions.
- Email [KDE DAC Information](#) for assessment and accountability questions.

available for download will be populated. Data loaded by KDE is also pre-populated in the School Profile Report. All collector items will also be viewable in the SRC Preview Tool when it opens Sept. 30.

The Download School Profile Report option is available to schools for verification and printing of the School Profile Report. It takes approximately 15 minutes for data entered in the collection tool to populate the School Profile Report. Previous communications included details on all [SRC collector items](#) and [guidelines for the School Profile Report](#). Schools should review the downloaded School Profile Report for accuracy, collect signatures of the School-based Decision Making (SBDM) Committee (as applicable), principal and superintendent. Schools should make their annual School Profile Report available in the local board office by Oct. 1, in accordance with KRS 158.6453 Section 3 (20). Unfortunately, there is a short turnaround time this year. Contract delays necessitated pushing back release dates for 2023-2024; schools are encouraged to do the best they can and may need to have a non-signed copy available until the SBDM council meets and all signatures can be obtained.

AnLar will offer office hours to help districts with questions about the new system. Details were shared Tuesday and are also provided below. The AnLar help desk is available 8 a.m. to 6 p.m. ET, contact the [AnLar helpdesk by email](#) or by phone at (502) 509-0041 for assistance.

### **AnLar Office Hours**

AnLar staff will be available to school and district users during the following dates and times for any functionality questions that may arise in which users might like additional support:

- Wednesday, Sept. 18: 11 a.m. - 2 p.m. ET
- Thursday, Sept. 19: 11 a.m. - 2 p.m. ET
- Friday, Sept. 20: 11 a.m. - 2 p.m. ET

Visit the [AnLar Office Hours Zoom meeting](#) to attend on one of those days.

Quick reference guides will be available in the SRC Help tool. User Access, School Profile Instructions and Collector Items resource documentation will also be helpful in completing this work. Previous

communications and resources are available on the [School Report Card Suite Resources webpage.](#)

