

2021-2022 – SRC Communication #8

Distributed: August 3, 2022 – SRCC/DACs

School Report Card – Approval Tool Open

School Report Card – Round 2 of the Data Review Window Starts today

The School Report Card (SRC) Data Approval Tool is now open for review and approval of *School Safety, Overview, Education Opportunity* and *Transition to Adult Life* data.

Schools and districts can begin verification of this data, enter school collection items through the collection tool, flag data issues and approve data within each of these domains. The review period for the School Safety domain is extended to **August 12** and the review period for the other domains ends on **Sept. 16**. In addition, all collection items should be entered by **Sept. 16**.

Navigate to the [Kentucky School Report Card \(SRC\) Data Approval Tool](#) to begin the SRC review process. As a reminder, there are data points within these domains that are not available at this time; details were included in the [Aug. 1 Communication](#). As this data becomes available SRC contacts will be notified.

The [SRC Resource Page](#) is being used again this year as a central repository of prior communications and resource materials available. Key resources that can help with this review include:

- [SRC User Guide – Approval Tool](#) – provides step-by-step instructions for user access, review, flagging, approving and monitoring completion.
- [SRC Quality Assurance Worksheet](#) – includes detail on data reported, quality assurance tools available to help with validations and applicable KDE contacts for questions.
- [SRC Collector Items](#) – provides details of items that need to be entered at the school level.
- [SRC User Access Instructions](#) – provides details for setting up permissions to access the SRC.

CONTACTS:

- Email [BrightBytes support](#) or by phone at (877) 433-4036 with system questions.
- Email [KDE Standards Team](#) for School Profile Report questions.
- Email [KDE Data Services](#) for general questions.
- Email [Windy Newton](#) for safe schools data questions.
- Contact your [local district WAAPOC](#) for user account set up. The [KETS Service Desk](#) is available to assist WAAPOCs.