

SRC12 – 09/30/2024 – Commissioner’s Monday Email, DACs, and SRC contacts

School Report Card Preview and Approval Tools Open

New tools open today in the [School Report Card \(SRC\) Suite Collection and Approval Portal](#). The Preview and Approval tools open this week; the Collection tool remains open for districts to enter collection data and print the School Profile Report. These tools will remain open for districts to complete the School Report Card work through Nov. 8 before public release, tentatively planned for Nov. 20.

The Preview tool allows school and district users to review data populated by KDE in the Overview, Education Opportunity, School Safety, and Transition to Adult Life domains. Focus should be on review of the 2023-2024 data. The Career and Technical Education domain will open in October.

The Approval tool is used to indicate approval of the data available in each of the domains. It is also used for tracking outstanding flags and approval statuses. Districts are asked to complete the review process in preparation for public release of the new School Report Card dashboards.

Training and office hours are available to school and district SRC contacts. Training is scheduled for Wednesday, Oct. 2 from 9 – 10:30 a.m. ET. Office hours will be available this week and next to accommodate availability around fall breaks. The AnLar team will be available on Friday, Oct. 4 and Wednesday, Oct. 9 from 11 a.m. – 1 p.m. ET to allow districts to pop in and ask questions. Zoom links will be shared with SRC and district assessment coordinator (DAC) contacts prior to training and office hour events. Training will be recorded and available by the end of the week. Quick reference guides are also available to help users navigate the new tools. These tools, along with recorded trainings and other resources are available on the [SRC Resource webpage](#).

This release does not impact the release of assessment and accountability data planned for this week. The embargo period for that data opens Oct. 1, and public release Oct. 3. Assessment and accountability data will be included in the new SRC dashboard views but not at this time.

Superintendent Message Stops here, SRC and DAC contacts get full message

The new SRC tools continue to be worked on as schools and districts are reviewing data. Table views are currently available, while the charts and trend views will be introduced in October. Issues with the views or functionality of the system should be reported to the [AnLar help desk](#); data issues should be flagged for KDE review and response. Feedback on training or Quick Reference Guides should also be submitted to the [AnLar help desk](#). We thank you in advance for your patience as we roll out tools in this new system.

[The School Report Card Suite Preview tool](#) allows users to see the data in table format for each domain/subdomain. It includes a flag to the right of each data point that can be used to identify any issues found. When flagging data, feedback/comments should be included to explain the issue. SRC portal users will be able to see their flagged issues in one place through the Approval/ Review Flagged Reports tool. Districts can use the [Quality Assurance Worksheet](#) to identify reporting that can help with verification of data. The KDE point of

contact for each data point is included in this document. Please note that recently received AP scores are not yet reflected but will be updated soon.

The School Report Card Suite Approval Tool: The Approval Tool includes the following functionality:

- [Review Flagged Reports](#) – This tool is used to monitor all flagged data points. KDE data stewards will use the “Response” feature versus responding through emails as in prior years. Schools, districts and KDE data stewards will be able to see comments included on the flag and status. Flags can be lowered within the tool as issues are considered resolved.
- [Update Approval Status](#) – As schools or districts complete their review, they should use this tool to mark the domain approved. The initial default value for all domains is unapproved but by double clicking unapproved option you can select approved to indicate the review is complete. *NOTE: Districts can decide if each school should approve individually or if the district approval will represent approval for all schools.*
- [Monitor Approval Progress](#) – Districts and KDE will have access to this tool to monitor progress of the approval process. If districts require schools to complete the school-level review they will be able to see progress of this work for each of their schools. KDE will use this tool to monitor completion of the district-level approvals only.

The Collection tool remains open for entry of Access to Technology, Parental Involvement, Precautionary Measures and program information for the School Profile Report (Visual and Performing Arts, Health Education and Physical Education, World Languages). Districts are encouraged to complete and print School Profile Reports by the Oct. 1 due date previously communicated. Data entered in the collection tool should also be verified in the applicable area in the Preview tool. Details on collection data use is available in the [Collector Items Resource](#).

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 [Amy Tracy](#) regarding Transition to Adult Life Transition data
- Email [KDE DAC Information](#) for assessment and accountability questions