

## 2021-2022 – SRC Communication #13

Distribute: August 29, 2022 – Superintendents, SRCC/DACs, Principals

### *School Report Card – Timeline Updates*

#### **Update on School Report Card Timeline**

The School Report Card (SRC) data entry and approval periods are being extended to Sept. 30. The [Kentucky SRC Data Approval and Collection Tool](#) will remain open for schools and districts to enter collection data, review and approve data for an extra two weeks in the Overview, Education Opportunity and Transition to Adult Life domains. The School Profile Report data must still be entered into the collection tool and per Senate Bill 1 (2017) the signed report must be on file at central office and be available upon request by Oct. 1; this is a statutory date that KDE cannot change.

Tentative dates for the 2022 School Report Card release have been set:

Oct. 13 (Thursday), District Embargo Opens

Oct. 14 (Friday), Media Embargo Opens

Oct. 17 (Monday), KDE Media Opportunity mid-day; embargo ends 11:59 pm

Oct. 18 (Tuesday), Public Release

The SRC timeline and [highlights of 2022 reporting changes](#) are posted on the [KSIS SRC Resource webpage](#). The [Data Approval Tool User Guide](#) is also available and can help guide new users through the SRC collection, review and approval process.

Action items include:

- Verification of current contact information. Verify that school principal and district superintendents are the reflected as the current contacts and other demographic data for each school and district is correct by selecting the “Preview Dashboard” option on the top right side of the Approval Tool landing page. Updates to the contact information must be made through the People Role Manager system. Contact the district web application administrator points of contact (WAAPOC) as identified in [Open House](#) for assistance with updates. If updates are not reflected in SRC Preview Dashboard in three days, please reach out to [Jessi Carlton](#).
- Enter collection data for SRC and School Profile Reporting. The [SRC Collection Items](#) document provides detail on data that must be entered at the school level to meet federal and/or state reporting requirements.
- Print the School Profile Report once all data is entered and collect signatures needed to meet requirements to have available in local board office by Oct. 1. [School Profile Report requirements were detailed in the annual reminder sent on Aug. 8.](#)
- Verify and approve Overview, Education Opportunity and Transition to Adult Life data by Sept. 30; School Safety data should already be approved. The [SRC Quality Assurance Worksheet](#) can be used to help guide SRC users through the review process. Data not yet available in these domains includes:
  - *Academic Performance and Accountability*: data will be available in late Sept. for district assessment coordinators to review prior to it being loaded to the School Report Card.
  - *Education Opportunity, Career and Technical Education*: data from TEDS will be available in Sept.

- *Education Opportunity, Advanced Coursework*: Cambridge Advanced International (CAI) assessment data will be available in late Aug. and International Baccalaureate (IB) data will be available in Sept.
- *Transition to Adult Life*: data will be available by late August.

## 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.
- Contact your [local district WAAPOC](#) for user account set up. The [KETS Service Desk](#) is available to assist WAAPOCs.