

## 2021-2022 – SRC Communication #14

Distribute: Sept.12, 2022 – Superintendents, SRCC/DACs

### *School Report Card – Reminder*

### School Report Card – Reminder

Three weeks remain to complete the School Report Card (SRC) data entry and approval tasks before the Sept. 30 due date.

The [Kentucky SRC Data Approval and Collection Tool](#) is available to complete the Overview, Education Opportunity and Transition to Adult Life domains. District School Report Card contacts can download a summary of approval and collection data for their district within the SRC Data Approval and Collection Tool under the “downloads” tab to monitor school collector and approval requirements.

Please reach out to the appropriate school personnel and encourage them to complete outstanding items by the Sept. 30 deadline.

Transition to Adult Life data is now available for high schools and districts to review

Tentative dates for public release of the 2022 School Report Card, including assessment, accountability, and federal classification data, are:

- **Thursday, Oct. 13:** District embargo opens
- **Friday, Oct. 14:** Media embargo opens
- **Monday, Oct. 17:** KDE media opportunity mid-day; embargo ends 11:59 p.m. ET
- **Tuesday, Oct. 18:** Public release

Previous communications and SRC resources are available on the [SRC Resource webpage](#).

Outstanding Action items include:

- Use the “Downloads” function in the SRC Approval Tool to download reports that can be used to verify that all approvals are complete for the Overview, Education Opportunity and Transition to Adult Life domains and that all collector items have been entered.
- Complete the approval process for any remaining domains at the district level after verifying the accuracy of the school-level and district-level data. School-level approvals are not required by the Kentucky Department of Education (KDE), but can be used to help district SRC coordinators know that each school has completed its review. The [SRC Quality Assurance Worksheet](#) can be used to help guide SRC users through the review process.
- Enter remaining 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 the local board office by Oct. 1.
- Verify current contact information is correct for school principals and district superintendent through 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](#).

Data not yet available for SRC review includes:

- Education Opportunity, Career and Technical Education: Data from TEDS will be available in mid-September.
- Education Opportunity, Advanced Coursework: International Baccalaureate data should be available later this week.
- Academic Performance and Accountability: Data will be available Sept. 22 on Quality Control (QC) day for district assessment coordinators to review prior to it being loaded to the School Report Card.

#### 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.