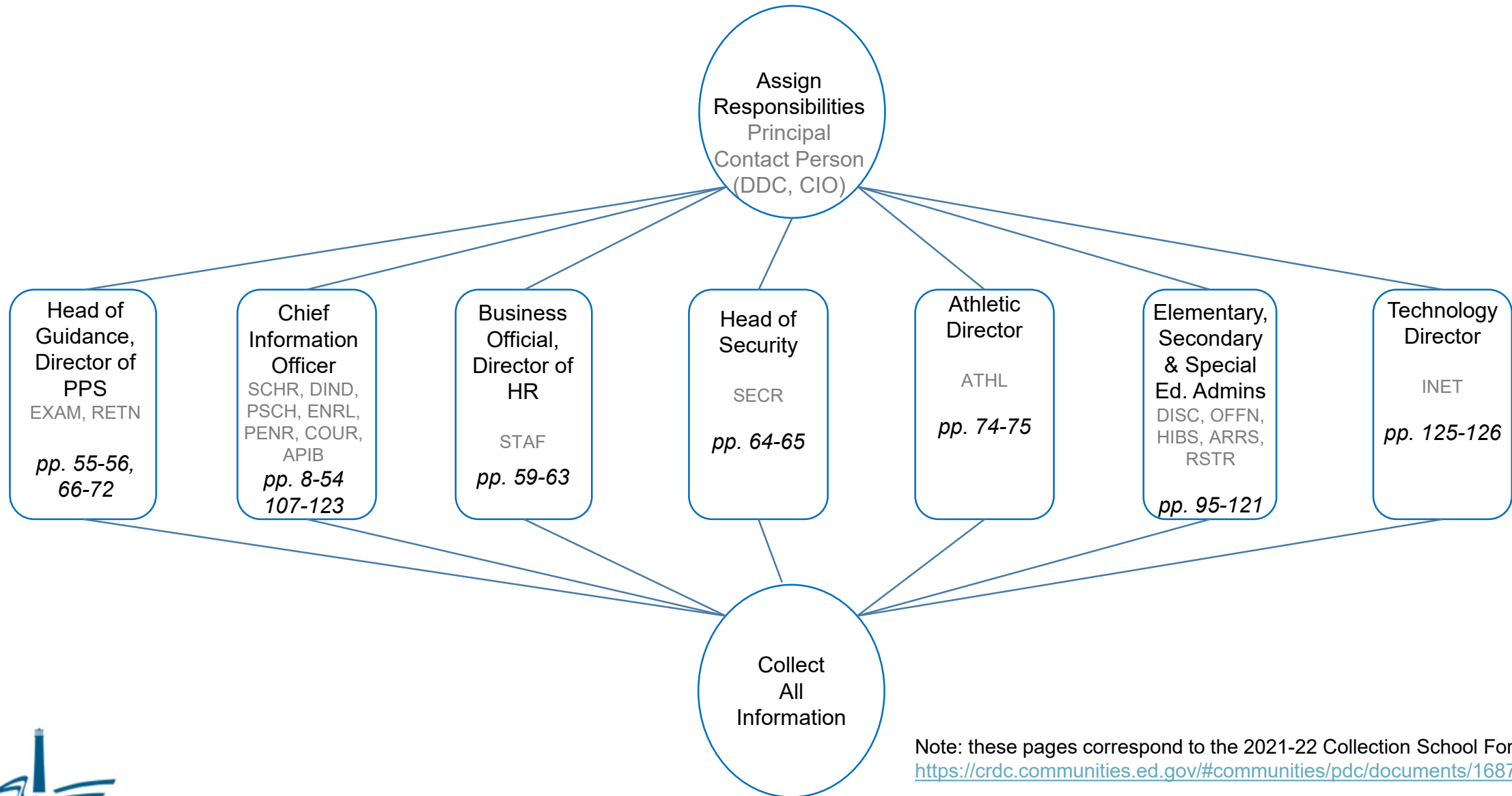


Civil Rights Data Collection

CRDC Shared Responsibilities and Organizing Your Data

Assigning Responsibilities - Who Does What...



Note: these pages correspond to the 2021-22 Collection School Form
<https://crdc.communities.ed.gov/#communities/pdc/documents/16876>





Responsibility Timeline

Create your own timeline by establishing due dates within your team, keeping the following dates in mind:

- Reporting Window opens **December 11th, 2023**
- 76 **Calendar** days to complete and submit the form
- Submission closes **February 26th, 2022**
- Within this timeframe there will be:
 - Winter Break
 - January Regents Exams
 - Mid-Winter Break





Collection Phase Activities

- During the collection phase, you will share the necessary modules with your designated team members
- Use the document links and video resources from <https://crdc.communities.ed.gov/#program> to assist your process
- Organize all completed modules together to complete the Excel School Form and LEA Form
- Review data for quality purposes prior to submission



Best Practices for CRDC

- Communicate regularly with your data collection team regarding due dates and individual responsibilities
- Utilize previously reported state data, such as BEDS enrollment data versus pulling enrollment numbers from your SMS/SIS
- Review your data for accuracy and consistency
- Ask questions of the U.S. Department of Education's Office for Civil Rights (OCR) as needed through <https://crdc.communities.ed.gov/#program>



Additional Question Examples

Courses and Classes Module

- All the questions are separated into different modules
- Make sure to have each building listed with their NCES ID number from nces.ed.gov

Module for Online Data Entry	School Information	School 1		
	School 12 Digit NCES ID Code			
	School Name			
COUR	COUR: Courses & Classes			
COUR-1	COUR-1	COUR-1		
COUR-1	Grade 7/8 Algebra I Classes (Grades 7-8 and ungraded middle school age)			
COUR-1	1) Number of Algebra I Classes			
COUR-2	COUR-2	COUR-2		
COUR-2	Grade 7 Algebra I Enrollment Indicator			
COUR-2	1) Does this school have any students enrolled in Algebra I in grade 7?			
COUR-3	COUR-3	COUR-3		
COUR-3	Grade 8 Algebra I Enrollment Indicator (Grade 8 and ungraded middle school age)			
COUR-3	1) Does this school have any students enrolled in Algebra I in grade 8 or a comparable			
COUR-4a	COUR-4a REVISE	COUR-4a		
COUR-4a	Student Enrollment in Algebra I – in Grades 7 & 8	Male	Female	Non-Binary
COUR-4a	Number of Hispanic or Latino Students of any race			
COUR-4a	Number of American Indian/Alaska Native Students			
COUR-4a	Number of Asian Students			
COUR-4a	Number of Native Hawaiian or Other Pacific Islander Students			
COUR-4a	Number of Black or African American Students			
COUR-4a	Number of White Students			
COUR-4a	Number of Two or More Races Students			
COUR-4a	Total			
COUR-4a	Number of English Learner Students			
COUR-4a	Number of Students with Disabilities (IDFA)			



Internet Access and Devices Module

- The office of the Director of Technology can provide answers to these technology survey questions
- This section also contains optional questions for this year

Module for Online Data Entry	School Information
INET	INET: Internet Access and Devices
INET-1	INET-1
INET-1	Internet Access and Devices
INET-1	1) Is this school connected to Internet through a fiber-optic connection?
INET-1	2) Does this school have Wi-Fi access in every classroom?
INET-1	3) Does this school allow students to take home school-issued devices that can be used to access the Internet for student learning?
INET-1	4) Does this school allow students to bring to school student-owned devices that can be used to access the Internet for classroom or student learning?
INET-2	INET-2
INET-2	Wi-Fi Enabled Devices
INET-2	1) Wi-Fi enabled devices provided by the school to students (No. of devices including 0).
INET-3	INET-3 NEW! OPTIONAL FOR 2021-22
INET-3	Wi-Fi Enabled Devices and Hotspot Needed for Virtual Learning NEW! OPTIONAL FOR 2021-22
INET-3	Number of students who <u>needed</u> Wi-Fi Enabled Devices
INET-3	Number of students who <u>needed</u> Wi-Fi hotspot
INET-4	INET-4 NEW! OPTIONAL FOR 2021-22
INET-4	Wi-Fi Enabled Devices and Hotspot Received for Virtual Learning
INET-4	Number of students who <u>received</u> Wi-Fi Enabled Devices
INET-4	Number of students who <u>received</u> Wi-Fi hotspot



