

DATA REPORTING

Timely reporting of data to state and federal authorities is important to the administration of district programs. Unless otherwise specified in board policy or administrative procedures, the superintendent is responsible for ensuring the timely and accurate reporting of data to the Department of Elementary and Secondary Education (DESE), the U.S. Department of Education or other agencies in accordance with the annual data acquisition calendar provided by DESE.

Delegation of Responsibility

The superintendent may delegate reporting responsibility to other district staff as appropriate. Any person delegated reporting responsibilities will maintain a record of the date on which data was reported and the entity to which the data was reported. Any authorized individual requesting such a record will make that request of the district's custodian of records.

Date Adopted: January 10, 2017