



#170-22

**Commonwealth of Virginia
Virginia Department of Education
Superintendent's Memo #170-22**

DATE: August 5, 2022
TO: Division Superintendents
FROM: Jillian Balow, Superintendent of Public Instruction
SUBJECT: **2022-2023 Student and Staff Data Collections**

The Office of Data Services will be conducting the following data collections for 2022-2023:

- Student Record Collection (SRC)
- Master Schedule Collection (MSC)
- Student Behavior and Administrative Response Collection (SBAR)
- Positions and Exits Collection (PEC)

The data in each collection are used to fulfill required reporting of the School Quality Profiles, Standards of Accreditation, Every Student Succeeds Act (ESSA), Individuals with Disabilities Education Act (IDEA), Perkins V, and staff and bus driver vacancies.

With the exception of the MSC, the collections contain no new data elements. The 2022-2023 MSC includes one new data element, "Interdisciplinary Course Title" in the K Record. See the attached MSC Data Elements documents for the definition and formatting of this new field.

The SRC and PEC have at least one additional code value. All four collections have additional edits to improve data quality.

To assist school divisions with the data collections, webinars will be held on the following dates:

- Student Record Collection 2022-2023 Kick-Off
 - Thursday, August 11, 2:00 PM - [Click here to register](#)
- Introduction to the Student Record Collection (*recommended for new staff*)
 - Tuesday, September 20, 1:00 PM - [Click here to register](#)
- Master Schedule Collection
 - Thursday, August 18, 2:00 PM - [Click here to register](#)
 - Tuesday, August 23, 10:00 AM - [Click here to register](#)
- Student Behavior and Administrative Response Collection
 - Tuesday, September 13, 2:00 PM - [Click here to register](#)
 - Tuesday, October 4, 2:00 PM - [Click here to register](#)
- Positions and Exits Collection
 - Wednesday, August 10, 1:00 PM - [Click here to register](#)
 - Wednesday, August 24, 10:30 AM - [Click here to register](#)

School division and regional center staff responsible for these collections are asked to register for one webinar per collection using the provided links. Please note that registration for these webinars will require identification of attendees and their associated education agencies.

For more information

Additional information regarding the data elements, file layouts, and training resources can be found on the Information Management section of the VDOE [website](#). Questions or comments relating to the data collections should be emailed to Carol Wells Bazzichi, Data Collections Manager, in the Office of Data Services at RESULTSHELP@doe.virginia.gov.

JB/SMW/cwb

- A. Attachment: [2022-2023 MSC Data Elements](#) (XLSX)