

Dear Superintendent:

Every school district in the nation will be participating in the U.S. Department of Education's upcoming SY2013-14 Civil Rights Data Collection (CRDC). The CRDC is a valuable source of information about access to educational opportunities in our Nation's public schools that is used by the Department's Office for Civil Rights (OCR) and other Department offices as well as policymakers, researchers and many others in the education community.

Your district's participation in the 2011-12 CRDC helped to create an important repository of data to ensure equal opportunity for all students and to promote educational excellence. We appreciate the time and effort that was required to provide this information and your continued partnership in collecting relevant, accurate, and accessible data on critical issues in civil rights in education.

All data collected for the 2013-14 CRDC will be data from the 2013-14 school year. It is important to make sure that your LEA takes the steps necessary to retain this SY 2013-14 data so that it will be available for entering in October 2014, when the collection tool will be opened.

Completion of the 2013-14 CRDC by your LEA is mandatory.

It is essential for your LEA to designate the person who will be responsible for collecting and reporting CRDC data. A copy of this email has been sent to the person who was designated as the 2011-12 CRDC principal point of contact. If a different person will have this responsibility for the 2013-14 CRDC, it is important to make sure that person receives this information.

Important Information about the 2013-14 CRDC

- The 2013-14 will be a single collection with all data from the 2013-14 school year.
- Almost all of the data collected for 2011-12 will also be collected for 2013-14. LEAs will also be required to report disaggregated student data on the number of students that were absent for 15 or more days during the 2013-14 school year.
- A complete list of the changes to the 2013-14 CRDC including new items, dropped items and items that are optional for 2013-14, but will be required for 2015-16, is available at <http://crdc.ed.gov>. Survey layouts including definitions are also available. Flat file specifications will be posted soon.
- Agencies will continue to have the option of submitting data using a web-based tool or flat file. The flat file process will be significantly improved to make it more user-friendly.
- Data quality, including data completeness and accuracy, will be an important focus for the 2013-14 CRDC.
- For updates about schedules, Frequently Asked Questions, and other information go to <http://crdc.ed.gov>.
- Questions about the 2013-14 CRDC can be sent to CRDC2013-14@ed.gov.

Thank you for your time and attention to this important effort.

Sincerely,

Seth Galanter
Principal Deputy Assistant Secretary
Office for Civil Rights
U.S. Department of Education