

Dear OCR Coordinators,

The NCDPI would like to express gratitude for your continued support regarding the State Level Civil Rights Data Collection (CRDC) Submission Project. As a reminder, beginning with the 2013-14 CRDC collection, the state will submit LEA and charter school data to the Office of Civil Rights (OCR) on behalf of all North Carolina public school districts. Please review this message and forward to any applicable staff.

OCR Coordinator Contact List

Attached with this message are the latest LEA and Charter contact lists. Thank you to all who have submitted updated contacts and corrections. There is a possibility that your contact information may have been omitted when these lists were updated. If that is the case, please contact Terra Dominguez at terra.dominguez@dpi.nc.gov with your corrections. **Contact updates will be submitted to the OCR on February 3, 2015.** As a reminder, those staff indicated as OCR contacts, as well as Superintendents will receive the initial security accounts to the CRDC Federal Submission Portal. These lists will not be in sync with those posted on the NC OCR Contact list (<http://www.ncpublicschools.org/data/management/ocr/contact/>) until the lists can be republished.

LEAs and Charters who have not run the CRDC PowerSchool Reports

Attached to this message is an excel file that contains:

- **Pending tab:** LEAs and Charters who have not run the CRDC Part 1 and CRDC Part 2 reports in PowerSchool. This list excludes Charter schools that opened during the 2014-15 school year.
- **Completed tab:** LEAs and Charters who have run the CRDC Part 1 and CRDC Part 2, inclusive of last run date and Approval date

As part of the State Level CRDC process, it is imperative that all LEAs and Charters run these reports at the **LEA level** to allow NC DPI access to the data. **Running these reports will become critical after the February 6th PowerSchool Maintenance Weekend.**

Moving forward, this list will be generated each Tuesday morning, and distributed via the NC OCR Coordinators contact list. Please be reminded that CRDC reports:

- Should not be approved at this time
- Must be re-run each time the software is updated with corrections to the CRDC reports
- Must be re-run when any data corrections specific to the CRDC are made within the LEA / Charter instance

Please also be reminded that these reports are available at the school level and can be run at any time to review data at the student record level. If there are technical issues when running these reports,

please feel free to contact the Home Base Support Center with any questions or concerns you might have at homebase.incidents@its.nc.gov.

Broadcast Messages from the OCR

Many OCR Coordinators have inquired about messages coming directly from the Office of Civil Rights, questioning their validity. These messages from the OCR are intended to keep national OCR Coordinators aware of launch dates and resources specific to the Federal Portal submission. While these messages are valid, NC DPI requests that NC OCR Coordinators understand that when due dates are provided by both the OCR and NC DPI, the NC OCR coordinators should follow those provided by NC DPI. Please contact Terra Dominguez at terra.domiguez@dpi.nc.gov with any questions or concerns.

OCR at the Home Base Symposium

Two presentations for the Office of Civil Rights data collection will be held at the 2015 Home Base Symposium. The session is intended for OCR Coordinators, NC SIS Coordinators, PowerSchool Data Managers and any staff who are involved in the Office of Civil Rights Data Collection (CRDC). Join us either Monday, February 23rd from 1pm-2:45pm or Tuesday, February 24th from 1pm-2:45pm.

Remedy Ticket Resolution for OCR

To-date, all but three Remedy tickets specific to the CRDC have been resolved. If your LEA or Charter school has a ticket pending resolve that is related to the Office of Civil rights data collection, please ensure the ticket is escalated to Terra Dominguez for review.