



Civil Rights Data Collection (CRDC) for Experienced Users

2023/24 Collection

MPAAA Fall 2024

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CRDC Prep

Agenda

- The Collection System as it Stands
- Additions & Changes

Questions

<https://mpaaa.org/crdc2024>



CRDC Overview

- Every District & School
- Uses NCES district and building codes to ID data
 - National Center for Educational Statistics
- 7 digit District code, 12 digit building
- Example: Alger Middle School, Grand Rapids Public
 - District code: 2616440
 - Building code: 261644008575 (use whole 12 digits)
- Online lookup utility:
<https://nces.ed.gov/ccd/schoolsearch/>
- Also listed in EEM (Educational Entity Master)

CRDC Timelines

- 2017/18 Collection
 - Opened for collection February 2019
- 2019/20 Collection
 - Canceled due to covid
- 2020/21 Collection
 - Off year collection - was open December 13, 2021 to 2/28/22
- 23/24 Collection
 - Resume old cycle, so collecting 2 years in a row
 - Will be based on Fall 2023 count day
 - Was supposed to be collected in winter 22/23
 - Collection delayed until winter 23/24
- **2023/24**
 - 23/24 collection will be based on fall 23 count date
 - Going back to 14-month delay, not 2 years
 - Collection open Dec 9, 2024 – March 7, 2025 (or longer)



CRDC Timelines

23/24 Collection

- Collection Website:
<https://crdc.communities.ed.gov/#program>
- New staff should have the existing primary user create their access within the CRC System. If there are NO existing Staff, call the CRDC Helpdesk to create a new primary user.

CRDC Overview

23/24 Collection

- Data from fall 2023 General Collection
- Scheduled to open Monday, 12/09/24
- Scheduled to be open 75 days plus downtime
- Will get VERY congested. Slow towards the end of the collection
 - This is not Amazon, they DO NOT have enough servers!
- Theme for the day – DON'T WAIT!!!

Additions & Deletions

23/24 Collection – Changes from 21/22

Restoring previously removed questions:

- 32 questions that were included as optional in 21/22
 - 10 Questions at the District level
 - 22 questions at the School level
- 9 questions that are **new AND required** for 23/24
 - All at the building level

Additions & Deletions

OPTIONAL for 2023/24 Collection

- Non-Binary – Added as a new form of disaggregation
 - Most, but not every disaggregated question
 - Only report if you are already collecting ALL data this way
 - NOT foreseen in State-level collections (CEPI, MDE)
 - DO NOT PARTIALLY REPORT! System will throw errors
 - Report all, or none!



CRDC Overview

2023/24 Collection – Who you report

- Buildings
 - Report the school if they have students in attendance regularly for more than 50% of the school day
- Students
 - Report all students for which you provide the greatest part (typically over 50%) of their education
 - Cooperative ed students – you can decide who reports, Districts with >50% is SUPPOSED to report
 - DO NOT ASSUME – talk with your partner districts to make sure you are all on the same page

CRDC methods

CRDC Online Portal

- <https://crdc.communities.ed.gov>
- Links to all needed information, resources & system access
- Banners – hold mouse over to see additional links
 - Incorrect dates are shown on banners
- Best resource to get through all this!
 - *Please keep in mind, 'best' does not mean 'good'*



The CRDC Online system

Access through the Communities 360 portal

- Step 1 – Check your building counts!!
 - Any building openings or closures since 21/22 **MUST** be fixed before you start submitting data
- Beyond that, use as little as possible
- System will start out slow, and get worse as you approach the end of the collection
- Remember that 10,000+ Districts are using this system

START AND FINISH ASAP!!!



System Downloads

Student Management Systems

- May have download/reporting functions
- See SMS documentation for any assistance
- BEWARE!
 - Keep in mind you are reporting data form fall of 2023, not this last fall!
 - Don't report the wrong year
- May need to restore old data
- Use training or testing environments while working with old data

Excel Templates

- Provided by OCR
- District-level:
<https://crdc.communities.ed.gov/#communities/pdc/documents/17574>
- Building-level:
<https://crdc.communities.ed.gov/#communities/pdc/documents/17576>
- Allows data collection offline
- Includes definitions, error checking as data is collected
- Enter data in form, export as flat file for CRDC submission
- Shows you what you DON'T have to submit
- Direct from CRDC on portal



Flat files

Editing flat files

- All upload files are unformatted CSV files
- MANY editing programs want to 'help ' you by adding formatting
 - Strip off leading zeros
 - Add font information
 - Add page breaks
- Once you generate a file, DON'T edit it in Excel or Access
 - Either:
 - Re-create the file with the changed data
 - Edit the file in notepad
- If you open in Excel to read, DON'T save!
 - **BEWARE OF AUTOSAVE!**



CRDC Concepts

- Data from files will ONLY overwrite existing data if there is a value submitted
- Blank or empty fields will NOT overwrite values already in the system
- Good thing, allows data submission in any order or fashion you prefer
- Applies to ALL files, Excel templates, or SMS downloads, or flat files
- If you want to remove a value already submitted
 - Put 'NS' in the field (Not Submitted)
 - Only way to remove existing data from system



CRDC Concepts

Collection Structure

- Fall snapshot (targeting October 1, 2023)
 - Michigan can use Fall 2023 count date (October 2, 2023)
 - Fall 2023 MSDS General Collection download
- Cumulative data for 2023-24
 - Not entirely accurate
 - For items that ask about 'who passed this course?', must tie to end of year data, not fall count

District Form

- SSPR: Students, Schools & Programs
 - SSPR-5: Early Childhood for non-IDEA Children (**Req**)
 - Yes/No Field
 - Did District provide early childhood services to students birth to 2 years old as of the fall count date?
 - ONLY non-IDEA services
 - SSPR-6: Preschool Program Indicator
 - Yes/No Field
 - Did District provide early childhood services to students 3 to 5 years old as of the fall count date?
 - IDEA or non-IDEA services

District Form

- SSPR: Students, Schools & Programs
 - SSPR-7: Preschool Daily Length and Cost (**Req**)
 - 4 separate Yes/No questions
 - For the fall 23 count day, did your district offer:
 - Full-day preschool at no charge
 - Full day preschool at some cost to parents
 - Part-day preschool at no charge to parents
 - Part day preschool at some cost to parents
 - Include IDEA and non-IDEA students, do not include non-public.
 - Full-day is 6 or more hours of instruction

District Form

- SSPR: Students, Schools & Programs
 - SSPR-8: Preschool eligibility – All Children (**Req**)
 - Yes/No Field
 - Did District offer preschool services to all children in the District aged 3 to 5?
 - Can be at LEA or non-LEA facilities
 - SSPR-9: Preschool eligibility – Student Groups (**Req**)
 - Only answer if SSPR-8 is 'NO'
 - 3 separate Yes/No questions
 - Did District offer targeted preschool services to:
 - Children with disabilities (IDEA)
 - Children in Title 1 schools
 - Children from low-income families

District Form

- SSPR: Students, Schools & Programs
 - SSPR-10: Preschool children served
 - 3 integer questions
 - As of the fall 23 count day, how many children in the preschool program were:
 - 3 years old
 - 4 years old
 - 5 years old
 - SSPR-11: Preschool age for non-IDEA Children (**Req**)
 - 2 integer questions
 - As of the fall 23 count day, how many non-IDEA children in the preschool program were:
 - 3 years old
 - 4 or 5 years old

District Form

- SSPR: Students, Schools & Programs
 - SSPR-12: Kindergarten Program Indicator (**Req**)
 - Yes/No question
 - Did the District have a Kindergarten program operating on the fall count day in 2023?
 - SSPR-13: Kind. Daily Length and Cost (**Req**)
 - 4 yes/no questions
 - For the fall 23 count day, did your district offer:
 - Full-day Kindergarten at no charge
 - Full day Kindergarten at some cost to parents
 - Part-day Kindergarten at no charge to parents
 - Part day Kindergarten at some cost to parents
 - A full day is 6 hours or more

District Form

- HIBD: Harassment & Bullying
 - HIBD-5: Harassment/Bullying Policy (Other) Web Link Indicator (**Req**)
 - 3 Yes/No questions
 - Is your policy published on the internet for bullying on the basis of:
 - Sexual Orientation
 - Gender Identity
 - Religion
 - HIBD-6: Harassment or Bullying Web Link (**Req**)
 - 3 URLs
 - What is the link to your bullying/Harassment Policy on:
 - Sexual Orientation
 - Gender Identity
 - Religion

School Form

- End of District form!
- Next Sections are to be completed for EVERY school in your District that operated during 23/24
- Note that questions jump back and forth between count day, last day, and whole year questions

School Form

- PSCH: Preschool
 - PSCH-1: Preschool age for non-IDEA students (Req)
 - Only answer if preschool is 'yes' in SCHR-3
 - 2 Integer counts by age of non-IDEA students served in preschool programs on the fall count day
 - 1: 3 years old on the count day, 2: 4-5 years old
 - PSCH-2a: Preschool English Learner (New&Req)
 - Only answer if preschool is 'yes' in SCHR-3
 - Yes/no Question
 - Were preschool students in this building evaluated to see if they were English learners

School Form

- PSCH: Preschool
 - PSCH-2b: Preschool English Learner Identification Indicator (**New&Req**)
 - Only answer if preschool is 'yes' in SCHR-3
 - Yes/no Question
 - On the fall Count date, were there preschool students who had already been identified as English learners enrolled in the building
 - PSCH-2c: Preschool Section 504 Indicator (**New&Req**)
 - Only answer if preschool is 'yes' in SCHR-3
 - Yes/no Question
 - Were preschool students in this building evaluated to see if they required section 504 services

School Form

- PSCH: Preschool
 - PSCH-2d: Preschool Section 504 Identification Indicator (**New&Req**)
 - Only answer if preschool is 'yes' in SCHR-3
 - Yes/no Question
 - On the fall Count date, were there preschool students who had already been identified as needing section 504 services enrolled in the building
 - PSCH-3: Preschool Enrollment
 - Student counts, disaggregated by race/ethnicity & gender, plus EL and IDEA and 504
 - What was the school enrollment in ALL Preschool grades and programs as of the count day?
 - Totals here will be tied to later breakouts!





School Form

- ENRL: Enrollment
 - ENRL-2b: EL Participation(Req)
 - Only answer if EL enrollment > 0 in SCHR-3
 - 1 sets of student counts, disaggregated by race/ethnicity & gender
 - What was the school's enrollment in ALL grades of EL participating students as of the count day?
 - No number in any cell can be greater than the corresponding cell in ENRL-2a



School Form

- PENR: Program Enrollment
 - PENR-5: Credit Recovery Programs (**Req**)
 - Only for buildings with any grades 9-12
 - Yes/no question
 - Year long question (including summer school in summer of 2024), NOT fall Count only
 - Include any course designed to recover credit for a previously failed course
 - Any type of course (In-person, Virtual or Remote) should be included
 - Were there students in credit recovery courses at this building during 23/24, including the following summer in 2024?

School Form

- PENR: Program Enrollment
 - PENR-6: Credit Recovery Student Participation (Req)
 - Only for buildings with any grades 9-12
 - 1 integer count of students
 - Year long question (including summer school in summer of 2022), NOT fall Count only
 - Include any course designed to recover credit for a previously failed course
 - Any type of course (In-person, Virtual or Remote) should be included
 - How many students were in credit recovery courses at this building during 23/24?

School Form

- COUR: Courses & Classes
 - COUR-20: Classes in Data Science in High School (Req)
 - Only answer if 'yes' to students in grades 9 - 12 in SCHR-3
 - 1 Integer number of classes (sections) in Computer Science
 - Do not include independent study as a separate class
 - Counts DO include AP or IB classes
 - How many courses in data science were taught during the 23/24 count day?

School Form

Data Science courses

- Data science courses focus on learning and gathering meaning from datasets, using methods from mathematics, statistics, computing, and other fields. Students in data science courses learn data-related skills, such as data cleaning, merging, analysis, modelling, and visualization; exposure to a wide variety of data types; and may study societal, ethical, and civic implications of data usage and analysis. Many data science courses also include coverage of the “data cycle,” akin to the scientific method: 1) formulating data-related questions; 2) gathering and collecting data; 3) exploring the data; 4) analyzing the data; and 5) interpreting and communicating the results, which then leads to additional inquiry.



School Form

- COUR: Courses & Classes
 - COUR-21: High School Students Enrolled in Data Science (**Req**)
 - For schools with students in grades 9-12 with more than 0 sections of data science courses in COUR-20
 - A sets of student counts, disaggregated by race/ethnicity & gender, plus EL and IDEA
 - Number of students taking data science during the fall count date

School Form

- APIB: Advanced Placement & International Baccalaureate Programs
 - APIB-13: Advanced Placement Other Courses Enrollment Indicator (**Req**)
 - Only answer if 'yes' to APIB-3
 - Yes/no
 - Did this school have students enrolled in one or more AP course not included in the above categories during the fall count day?
 - APIB-14: Count of Students in Advanced Placement Computer Science (**Req**)
 - Only answer if 'yes' to APIB-13
 - Student counts, disaggregated by race/ethnicity & gender, plus EL and IDEA
 - How many students were in one or more AP course not included in the above categories during the fall count day?



School Form

- STAF: School Staffing
 - STAF-2: Teacher Certification in Specialized Areas (Req)
 - Applies to all grade levels, schools
 - 4 decimal numbers
 - Cumulative FTE of all teachers in the building with certifications in:
 - Mathematics
 - Science
 - English as a Second Language
 - Special Education

School Form

- STAF: School Staffing
 - STAF-3: Teacher Years of Experience(Req)
 - Applies to all grade levels, schools
 - 2 decimal numbers
 - Cumulative FTE of all teachers in the building who are:
 - In their first year of teaching
 - In their second year of teaching
 - This is years in the profession, not just at the building or District.



School Form

- STAF: School Staffing
 - STAF-4: Teacher Absenteeism(Req)
 - Applies to all grade levels, schools
 - 1 decimal number
 - Cumulative FTE of all teachers in the building who Missed more than 10 days of work during the 23/24 school year



School Form

- STAF: School Staffing
 - STAF-5a: Current Year Teacher Count(**Req**)
 - Applies to all grade levels, schools
 - Staff headcounts, disaggregated by race/ethnicity & gender
 - Report the staff included in STAF-1, but as headcounts disaggregated by gender and race/ethnicity



School Form

- STAF: School Staffing
 - STAF-5b: Teacher Retention Count(**Req**)
 - Applies to all grade levels, schools
 - 1 integer
 - Count of all teachers included in STAF-1 who also working at this same school in the preceding (22/23) school year.

School Form

- DISC: Student Discipline
 - DISC 1a: Preschool English Learner (**New&Req**)
 - Only answer if preschool is 'yes' in SCHR-3
 - Yes/no Question
 - Were preschool students in this building evaluated to see if they were English learners during the school year
 - DISC-1b: Preschool English Learner Identification Indicator (**New&Req**)
 - Only answer if preschool is 'yes' in SCHR-3
 - Yes/no Question
 - During the school year, were there preschool students who had already been identified as English learners enrolled in the building

School Form

- DISC: Student Discipline
 - DISC-1c: Preschool Section 504 Indicator (**New&Req**)
 - Only answer if preschool is 'yes' in SCHR-3
 - Yes/no Question
 - Were preschool students in this building evaluated to see if they required section 504 services during the school year
 - DISC-1d: Preschool Section 504 Identification Indicator (**New&Req**)
 - Only answer if preschool is 'yes' in SCHR-3
 - Yes/no Question
 - During the school year, were there preschool students who had already been identified as needing section 504 services enrolled in the building



School Form

- DISC: Student Discipline
 - DISC-2: Preschool Corporal Punishment (**Req**)
 - Were any preschool students corporally punished during the 23/24 school year
 - TRAP – Corporal Punishment is against the law in Michigan.
Your answer should be 'No'





School Form

- DISC: Student Discipline
 - DISC-3: Preschool Instances of Corporal Punishment (**Req**)
 - Only answer if DISC-2 = 'Yes'
 - Integer counts of instances involving:
 - All preschool students
 - Preschool students with IDEA services
 - Number of times preschoolers, and special education preschoolers, separately, were given corporal punishment during the school year
 - TRAP – Corporal Punishment is against the law. You answered 'No' to DISC-2, so don't answer this question!



School Form

- DISC: Student Discipline
 - DISC-4: Preschool Students who Received Corporal Punishment (**Req**)
 - Only answer if DISC-2 = 'Yes'
 - 1 set of disaggregated student counts by gender & Race/ethnicity, plus EL, IDEA and 504
 - Number of preschool students who were given corporal punishment during the school year
 - TRAP – Corporal Punishment is against the law. You answered 'No' to DISC-2, so don't answer this question!





School Form

- DISC: Student Discipline
 - DISC-5: Preschool Expulsions (**Req**)
 - Only answer if preschool is marked 'yes' in SCHR-3
 - 1 set of student counts, disaggregated by race/ethnicity and gender, plus EL, IDEA & 504
 - Number of preschool students who were expelled during the school year.

School Form

- ARRS: Referral to Law Enforcement
 - ARRS-1: Instances of Referral to Law enforcement (Req)
 - Applies to all grade levels, schools
 - 3 integer answers
 - Number of times a student at this school was referred to law enforcement, grouped by:
 - Students without Disabilities
 - Students with Disabilities
 - Students with section 504 services
 - Students can be referred to law enforcement for incidents occurring on school grounds, during school-related activities or while on school transportation, regardless of official action taken by law enforcement. Citations, tickets, court references and arrests are considered referrals

School Form

- ARRS: Referral to Law Enforcement
 - ARRS-4: Instances of School-Related Arrest(Req)
 - Applies to all grade levels, schools
 - 3 integer answers
 - Number of times a student at this school was referred to law enforcement, grouped by:
 - Students without Disabilities
 - Students with Disabilities
 - Students with section 504 services
 - All arrests are considered referrals to law enforcement, so all these numbers should ALSO be in ARRS-1

School Form

Referral to Law Enforcement vs School-related arrest

- Referral to law enforcement is an action by which a student is reported by a school official or that official's designee to any law enforcement agency or official, such as a school police unit, for an incident that occurs on school grounds, during school-related events (in-person or remote), or while taking school transportation, regardless of whether official action is taken. Citations, tickets, court referrals, and school-related arrests are considered referrals to law enforcement.
- School-related arrest occurs when a law enforcement officer takes a student into custody, and intends to or appears to intend to seek charges against the student for a specific offense or offenses for any school-related activity. School-related activities include any activity conducted on school grounds, during off-campus school activities (in-person or remote), while taking school transportation, or due to a referral by any school official or that official's designee. All school-related arrests are considered referrals to law enforcement.

You will need a law degree to figure this out!





School Form

- OFFN: Offenses
 - OFFN-4: Number of Instances of Shootings or Homicide (**Req**)
 - Applies to all grade levels, schools
 - 2 integer counts
 - During the 23/24 school year, how many instances of each of the below happened in the building?
 - Shooting
 - Homicide

School Form

- RSTR: Restraint & Seclusion
 - RSTR-1: Restraint or Seclusion Indicator (New & Req)
 - Applies to all grade levels, schools
 - 2 Yes / No Values
 - During the School year, were students in this building subject to:
 - Mechanical Restraint
 - Physical Restraint
 - Seclusion

School Form

- INET: Internet Access and Devices
 - INET-3: Wi-Fi Devices and Hotspots Needed for Remote Learning (**Req**)
 - Applies to all grade levels, schools
 - 2 separate integer questions:
 - How many students needed a Wi-Fi enabled device from the school for student learning use?
 - How many students needed a hotspot enabled device from the school for student learning use?
 - INET-4: Wi-Fi Devices and Hotspots Provided for Remote Learning (**Req**)
 - Applies to all grade levels, schools
 - 2 separate integer questions:
 - How many students were provided a Wi-Fi enabled device from the school for student learning use?
 - How many students were provided a hotspot enabled device from the school for student learning use?

School Form

- Wi-Fi Devices vs Hotspot Devices
 - Wi-Fi enabled devices refer to devices that can connect to the Internet when there is a wireless local area network connection available.
 - Hotspot devices allows for one or more students to access a Wi-Fi network to connect to the Internet when not at school. A Wi-Fi hotspot can be created in a place (e.g., home; public library) using a hotspot portable device that converts a cellular signal into a Wi-Fi network to connect one or more additional devices to the Internet.

• It's OVER!!!

Questions?

CRDC Partner Support Center (PSC)

- (855) 255-6901 (M-F 9 AM – 5 PM eastern)
- To connect over email (no published email address):
 - Go to <https://crdc.communities.ed.gov/#program>
 - Click on 'click to Email PSC' link (Upper right corner of screen)



- MPAAA Members:
 - Rob@mpaaa.org or (517) 853-1413