



State of New Jersey

DEPARTMENT OF EDUCATION

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CHRIS CHRISTIE
Governor

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CHRISTOPHER D. CERF
Acting Commissioner

August 1, 2011

To: Chief School Administrators
Charter School Lead Persons

From: Bari Erlichson, Director
NJDOE - Office of Education Data

Subject: Report Card Collection

The annual report card collection software will be opening in **Wednesday August 3, 2011** and due back by **Wednesday, August 24, 2011** via Web-enabled DOEnet. As a reminder, below is a list of those fields that have been deleted:

- Dropout Full-Time and Shared-Time:
 - Students with No IEP's
 - Students with IEP's (40% or more in Gen Ed Classes)
 - Students with IEP's (39% or less in Gen Ed Classes)
 - Students with IEP's by Program Type (39% or less in Gen Ed Classes)
 - Dropouts by Category
- Graduates Full-time and Shared-Time
 - High School Graduation Requirements
 - Post-Graduation Plans
 - Post Graduation Plans by Category
 - Post Graduation/Completion Plans
- Student Language Diversity
- Technological Literacy

When your district completes the report card data collection and submits it to the NJDOE, there are transmittal forms that you must sign attesting to the **correctness** of the data being submitted. Your data are published in the state report cards and they are submitted to the federal government where they are available in several federal databases for public access. The data are used from the state and federal Web sites by consultants and researchers who also have Web sites where your data will appear. **It is very important to make sure your data are accurate.**

Please forward this memo immediately to the people who are responsible for gathering and reporting your district's data to the department. If you have any questions about the changes to the report card collection, you may call Shannon at 609-292-6037 or Barbara at 609-777-0653. You may also e-mail your questions to: reportcard@doe.state.nj.us.

Thank you for your cooperation.

C: Executive County Superintendents
NJLEE Group
Garden State Coalition