Assessment, Accountability, and Student Information



PARTICIPATION RATE DATA HANDBOOK

January 29, 2003



Forward

Under the No Child Left Behind Act schools and districts are required to demonstrate that 95% of all students and subgroups participate in student assessments. In order to more accurately determine participation rates the Department of Education and Early Development has created a new required data collection.

The data collection project will identify all students in grades three through ten that are enrolled in public schools as of the first day of spring testing. The first day of statewide spring testing for the High School Graduation Qualifying Exam and the three Benchmark Exams is Tuesday, March 4.

The data collection will require an electronic data file to be created by each school district. The format of the file is similar to that of the OASIS Fall Data Collection report. A copy of the NCLB Participation Rate Handbook is included with this memo for your review. The AKEED Form Number for the Handbook is 05-03-035. The completed file is due to AKEED on Friday, March 21.

Background

No Child Left Behind Act of 2002 – NCLB requires 95% participation rates for all subgroups. The method that the Department used for calculating participation rates for spring 2000 and spring 2001 was inadequate. In prior years participation rates were calculated by simply dividing the number of spring test participants by the number of students enrolled in the fall for that corresponding grade. The method did not account for student mobility and was therefore most often inaccurate. The previous method did not have mechanisms in place for identifying participation rates for the following required subgroups: Low Income, Migrant, Limited English Proficient, and Gifted/Talented. The new data collection will compile this required data at the individual level. The Department will now be able to accurately identify the appropriate population of students during the test period.

Alaska Student Identifier System – With the help of an outside contractor the Department developed the Alaska Student Identifier System (AKSID). The system was created to uniquely identify all of the students in the public school system. The AKSID replaced the social security number as the unique identifier. The AKSID number allows the Department to link the OASIS data with the assessment data as well as any other student-level data that is required by the Department. 4 AAC 07.060. (a) requires that all student-level information that is compiled in electronic form or included on examination booklets include the 10 digit student identification code. The Department will not accept any reports containing incomplete, missing or inaccurate AKSID numbers.

If you have any questions regarding the new data collection or the AKSID system please contact Erik McCormick. He can be reached via e-mail at erik mccormick@eed.state.ak.us or by phone at 465-8686.

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Data Transmission Procedures

- 1. Districts must submit a complete set of data elements defined in this data dictionary for each student that was enrolled on Tuesday, March 4.
- 2. 4 AAC 07.060 (a) (7) now states that the AK Student Identifier must appear in each electronic record containing student-level information that is reported to the department.

Please see Appendix B to view the specific regulation.

- 3. To accommodate the different computer systems extant in Alaska and facilitate data reporting, districts will have two file format options for reporting data:
 - fixed length, CR between each record
 - variable-length comma or tab delimited, CR between each record (other formats may be acceptable; call Erik McCormick @ 465-8686)
- 4. Acceptable media are:
 - floppy disks (3.5 in.)
 - Zip Drive Diskettes
 - CD ROM.
 - If FTP data transmission is to be used, data must be encrypted using PGP, ABI or another encryption routine acceptable to the Department of Education and Early Development.
- 4. Districts using Apple MacIntosh computer systems must provide data in a DOS file format on DOS formatted media.

STUDENT IDENTIFICATION

Element Summary:

Element	bullillary.		Minimum/
Field #	Element Name	Field Type	Maximum Field Length
1	Alaska Student Identification Number	Number	10/10
	This is the student's unique Alaska Student Identification Number. No student data will be accepted without a valid ID number. This number replaces the social security number.		
	Example Description 000099999(A ten digit number with leading zeros.		
2	Student Name - Last	Text	1/35
	This is the student's last name. If prefixes or suffixes are included with the name, it is important that all commas be removed. (see note #1 at end of dictionary)		
3	Student Name - First	Text	1/35
	This is the student's first name. If prefixes or suffixes are included with the name, it is important that all commas be removed. (see note #1 at end of dictionary)		
4	Student Name - Middle (or Middle Initial)	Text	1/35
	This is the student's middle name or initial. If prefixes or suffixes are included with the name, it is important that all commas be removed. (see note #1 at end of dictionary)		
5	School Identification Number	Number	6/6
	This is a district's school code from the Alaska Education Directory. The first two digits represent the district number while the last four digits represent the school number.		
	SEE APPENDIX A FOR CODES		

Field #	Element Name	Field Type	Minimum/ Maximum Field Length
6	Student Grade Level	Text	2/2
	This is a code identifying the grade level of the student.		
	CodeDescription03Third grade04Fourth grade05Fifth grade06Sixth grade07Seventh grade08Eighth grade09Ninth grade10Tenth grade		
7	Gender	Text	1/1
	This is a code indicating the sex or gender of the student. Code Description F Female M Male		
8	Race or Ethnicity	Number	1/1
	This is a code indicating the racial or ethnic background of the stu	ıdent.	
	 Code Description White (Caucasian) Black, Not Hispanic Hispanic Asian or Pacific Islander American Indian Alaska Native Mixed ethnicity (Please see Appendix C for Race/Ethnicity Code clarifications)		
•			
9	Disabled Did this student have an active IEP on 3/4/02 AND were they receiving special education services?	Yes/No	1/1

Field #	Element Name	Field Type	Minimum/ Maximum Field Length
10	Bilingual/Bicultural Participation - Language	Yes/No	1/1
	Indicates whether or not the student was a linguistically diverse st Proficient (LEP)).	udent (typically defin	ned as Limited-English-
11	Low Income	Yes/No	1/1
	Identifies students that receive public assistance (TANF) or are elere and Reduced Lunch Program.	igible to participate	n the District
	(Please see Appendix D for FRL Authorization)		
12	Migrant Participation Identifies students receiving Migrant services.	Yes/No	1/1
13	Gifted/Talented Identifies students receiving Gifted/Talented services.	Yes/No	1/1
14	Alternate Assessment	Yes/No	1/1
	Please indicate "Yes" for any students that have been recommend assessment or would be eligible to participate in the alternate ass		
15	Note Field	Text	0/35
	Districts may use this optional field to make notes about data ente special circumstances that should receive consideration.	ered in the record to	explain any

END OF FIELD LIST

Note #1: If an exchange file is created using the Comma Separated Values format (CSV) and some data fields contain commas, the integrity of the exchange file will be compromised. A program uploading a CSV file interprets each comma as a field delimiter within each record and expects each record to contain the same number of commas. When a data field contains a comma, as in "Smith, Jr." the import program considers the comma between "Smith" and "Jr." as the demarcation of a new field. The solution is to strip-out all commas at the time the exchange file is created. An alternative is to use tabs instead of commas as field delimeters.

District #	District Name	School #	School Name	Closed 2002-2003
03	Alaska Gateway Schools	038010	Alaska Gateway Corresp./Alt.	No
03	Alaska Gateway Schools	030010	Dot Lake School	No
03	Alaska Gateway Schools	030020	Eagle Community School	No
03	Alaska Gateway Schools	030030	Mentasta Lake School	No
03	Alaska Gateway Schools	030050	Tanacross School	No
03	Alaska Gateway Schools	030070	Tetlin School	No
03	Alaska Gateway Schools	030060	Tok School	No
03	Alaska Gateway Schools	030040	Walter Northway School	No
04	Aleutian Region Schools	040080	Adak School	No
04	Aleutian Region Schools	040070	Nikolski School	No
04	Aleutian Region Schools	040020	Yakov E. Netsvetov School	No
56	Aleutians East Borough Schools	560030	Akutan School	No
56	Aleutians East Borough Schools	568010	Aleutians East Correspondence School	No
56	Aleutians East Borough Schools	560040	Cold Bay School	No
56	Aleutians East Borough Schools	560050	False Pass School	No
56	Aleutians East Borough Schools	560010	King Cove School	No
56	Aleutians East Borough Schools	560060	Nelson Lagoon School	No
56	Aleutians East Borough Schools	560020	Sand Point School	No
99	Alyeska Central School	998010	Alyeska Central School	No
05	Anchorage Schools	050010	Abbott Loop Elementary	No
05	Anchorage Schools	050020	Airport Heights Elementary	No
05	Anchorage Schools	057010	Alaska School for the Deaf & Hard of Hearing	No
05	Anchorage Schools	051000	Alpenglow Elementary	No
05	Anchorage Schools	057090	Alternative Career Education	No
05	Anchorage Schools	057160	Anchorage Corrections	No
05	Anchorage Schools	057170	Anchorage Outreach	No
05	Anchorage Schools	059010	Aquarian Charter School	No
05	Anchorage Schools	050240	Aurora Elementary	No
05	Anchorage Schools	050980	Avail School	No
05	Anchorage Schools	050050	Bartlett High School	No
05	Anchorage Schools	050060	Baxter Elementary	No
05	Anchorage Schools	050800	Bayshore Elementary	No
05	Anchorage Schools	050820	Bear Valley Elementary	No
05	Anchorage Schools	057100	Benson Secondary/S.E.A.R.C.H.	No
05	Anchorage Schools	050070	Birchwood ABC Elementary	No
05	Anchorage Schools	057030	Booth Memorial Home	No
05	Anchorage Schools	050970	Bowman Elementary	No
05	Anchorage Schools	050080	Campbell Elementary	No
05	Anchorage Schools	050100	Central Middle School of Science	No
05	Anchorage Schools	057120	Charter North Hospital	No
05	Anchorage Schools	050110	Chester Valley Elementary	No
05	Anchorage Schools	050120	Chinook Elementary	No
05	Anchorage Schools	050130	Chugach Optional Elementary	No
05	Anchorage Schools	050150	Chugiak Elementary	No
05	Anchorage Schools	050160	Chugiak High School	No
05	Anchorage Schools	050560	Clark Middle School	No
05	Anchorage Schools	050170	College Gate Elementary	No
05	Anchorage Schools	050180	Creekside Park Elementary	No

District #	District Name	School #	School Name	Closed 2002-2003
05	Anchorage Schools	050190	Denali Elementary	No
05	Anchorage Schools	050200	Dimond High School	No
05	Anchorage Schools	050210	Eagle River Elementary	No
05	Anchorage Schools	050220	East High School	No
05	Anchorage Schools	050300	Fairview Elementary	No
05	Anchorage Schools	056010	Family Partnership Charter School	No
05	Anchorage Schools	050880	Fire Lake Elementary	No
05	Anchorage Schools	050360	Girdwood School	No
05	Anchorage Schools	050370	Gladys Wood Elementary	No
05	Anchorage Schools	051050	Goldenview Middle School	No
05	Anchorage Schools	050380	Government Hill Elementary	No
05	Anchorage Schools	050140	Gruening Middle School	No
05	Anchorage Schools	050870	Hanshew Middle School	No
05	Anchorage Schools	057040	High School Completion Program	Yes
05	Anchorage Schools	050400	Homestead Elementary	No
05	Anchorage Schools	050420	Huffman Elementary	No
05	Anchorage Schools	050430	Inlet View Elementary	No
05	Anchorage Schools	057060	Jesse Lee Home	No
05	Anchorage Schools	051010	Kasuun Elementary	No
05	Anchorage Schools	050330	Kennedy Elementary	Yes
05	Anchorage Schools	051020	Kincaid Elementary	No
05	Anchorage Schools	057110	King Career Center	No
05	Anchorage Schools	050030	Klatt Elementary	No
05	Anchorage Schools	051030	Lake Hood Elementary	No
05	Anchorage Schools	050450	Lake Otis Elementary	No
05	Anchorage Schools	057050	Maplewood Group Home	No
05	Anchorage Schools	057150	McKinley Heights	No
05	Anchorage Schools	057020	McLaughlin Youth Center	No
05	Anchorage Schools	050940	Mears Middle School	No
05	Anchorage Schools	051060	Mirror Lake Middle School	No
05	Anchorage Schools	050480	Mountain View Elementary	No
05	Anchorage Schools	050280	Mt. Iliamna Elementary	No
05	Anchorage Schools	050270	Mt. Spurr Elementary	No
05	Anchorage Schools	050490	Muldoon Elementary	No
05	Anchorage Schools	050500	North Star Elementary	No
05	Anchorage Schools	057070	North Star Hospital	No
05	Anchorage Schools	050510	Northern Lights ABC K-8 School	No
05	Anchorage Schools	050520	Northwood Elementary	No
05	Anchorage Schools	050530	Nunaka Valley Elementary	No
05	Anchorage Schools	050550	Ocean View Elementary	No
05	Anchorage Schools	050540	O'Malley Elementary	No
05	Anchorage Schools	050250	Orion Elementary School	No
05	Anchorage Schools	050882	Part Time Students	No
05	Anchorage Schools	050990	Polaris K-12 School	No
05	Anchorage Schools	057080	Providence Heights	No
05	Anchorage Schools	050580	Ptarmigan Elementary	No
05	Anchorage Schools	050590	Rabbit Creek Elementary	No
05	Anchorage Schools	050810	Ravenwood Elementary	No

District #	District Name	School #	School Name	Closed 2002-2003
05	Anchorage Schools	050600	Rogers Park Elementary	No
05	Anchorage Schools	050610	Romig Middle School	No
05	Anchorage Schools	050620	Russian Jack Elementary	No
05	Anchorage Schools	057130	S.A.V.E. High School	No
05	Anchorage Schools	050640	Sand Lake Elementary	No
05	Anchorage Schools	050650	Scenic Park Elementary	No
05	Anchorage Schools	050660	Service High School	No
05	Anchorage Schools	050890	Spring Hill Elementary	No
05	Anchorage Schools	050670	Steller Secondary School	No
05	Anchorage Schools	050680	Susitna Elementary	No
05	Anchorage Schools	050690	Taku Elementary	No
05	Anchorage Schools		Trailside Elementary	No
05	Anchorage Schools		Tudor Elementary	No
05	Anchorage Schools		Turnagain Elementary	No
05	Anchorage Schools	050340	Ursa Major Elementary	No
05	Anchorage Schools	050350	Ursa Minor Elementary	No
05	Anchorage Schools	059030	Village Charter School	No
05	Anchorage Schools	059040	Walden Pond Charter School	Yes
05	Anchorage Schools	050720	Wendler Middle School	No
05	Anchorage Schools	050730	West High School	No
05	Anchorage Schools	057140	Whaley Center	No
05	Anchorage Schools	051040	William Tyson Elementary	No
05	Anchorage Schools	050750	Williwaw Elementary	No
05	Anchorage Schools	050760	Willow Crest Elementary	No
05	Anchorage Schools	050770	Wonder Park Elementary	No
06	Annette Island Schools	060020	Leask Middle School	No
06	Annette Island Schools	060040	Metlakatla High School	No
06	Annette Island Schools	060030	Richard Johnson Elementary	No
07	Bering Strait Schools	070040	Aniguiin School	No
07	Bering Strait Schools	070080	Anthony A. Andrews School	No
07	Bering Strait Schools	070010	Brevig Mission School	No
07	Bering Strait Schools	070050	Diomede School	No
07	Bering Strait Schools	070180	Gambell Schools	No
07	Bering Strait Schools	070200	Hogarth Kingeekuk Memorial School	No
07	Bering Strait Schools	070130	James C. Isabell School	No
07	Bering Strait Schools	070130	Koyuk-Malemute School	No
07	Bering Strait Schools	070070	Martin L. Olson School	No
07	Bering Strait Schools	070100	Shaktoolik School	No
07	Bering Strait Schools	070100	Shishmaref School	No
07	Bering Strait Schools	070110	Tukurngailnguq School	No
07	Bering Strait Schools	070120	Unalakleet Schools	No
07	Bering Strait Schools	070200	Wales School	No
07	Bering Strait Schools	070160	White Mountain School	No
08	Bristol Bay Borough Schools	088010	Bristol Bay Correspondence	No
08	Bristol Bay Borough Schools	080010	Bristol Bay High School	No
08	Bristol Bay Borough Schools	080010	Bristol Bay Middle School	Yes
08		080040	Naknek Elementary	No
	Bristol Bay Borough Schools			
08	Bristol Bay Borough Schools	080030	South Naknek Elementary	No

District #	District Name	School #	School Name	Closed 2002-2003
09	Chatham Schools	090010	Angoon School	No
09	Chatham Schools	090080	Cube Cove School	Yes
09	Chatham Schools	090030	Gustavus School	No
09	Chatham Schools	090090	Klukwan School	No
09	Chatham Schools	090050	Tenakee Springs School	No
10	Chugach Schools	100030	Chenega Bay School	No
10	Chugach Schools	108010	Chugach Extension Corresp.	No
10	Chugach Schools	100010	Tatitlek Community School	No
10	Chugach Schools	100020	Whittier Community School	No
11	Copper River Schools	110020	Chistochina School	No
11	Copper River Schools	110030	Copper Center School	No
11	Copper River Schools	118010	··	No
11	Copper River Schools	110040	• • • • • • • • • • • • • • • • • • • •	No
11	Copper River Schools	110060		No
11	Copper River Schools	110070	•	No
11	Copper River Schools	110100	Kenny Lake School	No
11	Copper River Schools	110120	Lottie Sparks Elementary	No
11	Copper River Schools	110110	Slana School	No
12	Cordova City Schools	120010	Cordova Jr/Sr High School	No
12	Cordova City Schools	120020	Mt. Eccles Elementary	No
13	Craig City Schools	138010	PACE Correspondence	No
13	Craig City Schools	130020	Craig Elementary	No
13	Craig City Schools	130010	Craig High School	No
13	Craig City Schools	130030	Craig Middle School	No
13	Craig City Schools	136010	PACE Learning Centers	No
14	Delta/Greely Schools	146010	Delta Charter Cyber School	No
14	Delta/Greely Schools	147010	Delta Greely Alternative High School	No
14	Delta/Greely Schools	148010	Delta Greely Correspondence	No
14	Delta/Greely Schools	140020	Delta Junction Elementary	No
14	Delta/Greely Schools	140030	Delta Junction Jr/Sr High School	No
14	Delta/Greely Schools	140040	Fort Greely School	Yes
14	Delta/Greely Schools	140080	Healy Lake School	Yes
02	Denali Borough Schools	020010	Anderson School	No
02	Denali Borough Schools	020030	Cantwell School	No
02	Denali Borough Schools	020040	Tri-Valley School	No
15	Dillingham City Schools	150010	Dillingham Elementary	No
15	Dillingham City Schools	150020	Dillingham Middle/High School	No
16	Fairbanks North Star Borough Schools	167010	Alternative Learning Systems	No
16	Fairbanks North Star Borough Schools	160080	Anderson Elementary	No
16	Fairbanks North Star Borough Schools	160380	Anne Wien Elementary	No
16	Fairbanks North Star Borough Schools	160360	Arctic Light Elementary	No
16	Fairbanks North Star Borough Schools	160170	Badger Road Elementary	No
16	Fairbanks North Star Borough Schools	160020	Barnette Elementary	No
16	Fairbanks North Star Borough Schools	160090	Ben Eielson Jr/Sr High School	No
16	Fairbanks North Star Borough Schools	169010	Chinook Charter School	No
16	Fairbanks North Star Borough Schools	160400	Crawford Elementary	No
16	Fairbanks North Star Borough Schools	160050	Denali Elementary	No
16	Fairbanks North Star Borough Schools	167020	Fairbanks Youth Facility	No

	District Name		School Name	2002-2003
16	Fairbanks North Star Borough Schools	168010	Guided Independent Study	No
16	Fairbanks North Star Borough Schools	160040	Howard Luke Academy	No
16	Fairbanks North Star Borough Schools	160180	Hunter Elementary	No
16	Fairbanks North Star Borough Schools	167030	Hutchison Career Center	No
16	Fairbanks North Star Borough Schools	160200	Joy Elementary	No
16	Fairbanks North Star Borough Schools	160350	Ladd Elementary	No
16	Fairbanks North Star Borough Schools	160060	Lathrop High School	No
16	Fairbanks North Star Borough Schools	169020	New Beginnings Charter School	Yes
16	Fairbanks North Star Borough Schools	160230	Nordale Elementary	No
16	Fairbanks North Star Borough Schools	160240	North Pole Elementary	No
16	Fairbanks North Star Borough Schools	160130	North Pole High School	No
16	Fairbanks North Star Borough Schools	160250	North Pole Middle School	No
16	Fairbanks North Star Borough Schools	160010	Pearl Creek Elementary	No
16	Fairbanks North Star Borough Schools	160410	Randy Smith Middle School	No
16	Fairbanks North Star Borough Schools	160260	Ryan Middle School	No
16	Fairbanks North Star Borough Schools	160270	Salcha Elementary	No
16	Fairbanks North Star Borough Schools	160220	Tanana Middle School	No
16	Fairbanks North Star Borough Schools	160340	Ticasuk Brown Elementary	No
16	Fairbanks North Star Borough Schools	160280	Two Rivers Elementary	No
16	Fairbanks North Star Borough Schools	160290	University Park Elementary	No
16	Fairbanks North Star Borough Schools	160070	Weller Elementary	No
16	Fairbanks North Star Borough Schools	160210	West Valley High School	No
16	Fairbanks North Star Borough Schools	160300	Woodriver Elementary	No
17	Galena City Schools	170010	Galena Elementary	No
17	Galena City Schools	170020	Galena Jr/Sr High School	No
17	Galena City Schools	178010	Interior Distance Education of AK (IDEA)	No
17	Galena City Schools	179010	Project Education Residential School	No
18	Haines Borough Schools	188010	Haines Correspondence	No
18	Haines Borough Schools	180010	Haines Elementary	No
18	Haines Borough Schools	180020	Haines High School	No
18	Haines Borough Schools	180030	Haines Junior High School	Yes
18	Haines Borough Schools	180040	Mosquito Lake Elementary	No
19	Hoonah City Schools	190010	Hoonah Elementary	No
19	Hoonah City Schools	190020	Hoonah Jr/Sr High School	No
20	Hydaburg City Schools	200010	Hydaburg Elementary	No
20	Hydaburg City Schools	200020	Hydaburg Jr/Sr High School	No
21	Iditarod Area Schools	210010	Blackwell School	No
21	Iditarod Area Schools	210120	David-Louis School	No
21	Iditarod Area Schools	218010	Distance Learning/Corresp. Ctr.	No
21	Iditarod Area Schools	210030	Holy Cross School	No
21	Iditarod Area Schools	210090	Innoko River School	No
21	Iditarod Area Schools	210040	Lime Village School	No
21	Iditarod Area Schools	210060	McGrath School	No
21	Iditarod Area Schools	210140	Minchumina Community School	Yes
21	Iditarod Area Schools	210050	Takotna School	No
21	Iditarod Area Schools	219010	Takotna Training Ctr. Charter School	Yes
21	Iditarod Area Schools	210080	Top of the Kuskokwim School	No
22	Juneau Borough Schools	220010	Auke Bay Elementary	No

				Closed
	District Name		School Name	2002-2003
22	Juneau Borough Schools	220020	Dzantik'i Heeni Middle School	No
22	Juneau Borough Schools	220030	Floyd Dryden Middle School	No
22	Juneau Borough Schools	220040	Gastineau Elementary	No
22	Juneau Borough Schools	220050	Glacier Valley Elementary	No
22	Juneau Borough Schools	220060	Harborview Elementary	No
22	Juneau Borough Schools	227020	Johnson Youth Center	No
22	Juneau Borough Schools	229010	Juneau Community Charter School	No
22	Juneau Borough Schools	228020	Juneau Cyber School	No
22	Juneau Borough Schools	228010	Juneau District Corresp. School	No
22	Juneau Borough Schools	220070	Juneau-Douglas High School	No
22	Juneau Borough Schools	220140	Mendenhall River School	No
22	Juneau Borough Schools	220100	Riverbend Elementary	No
22	Juneau Borough Schools	227010	Yaakoosge Daakahidi Alt. H.S.	Yes
23	Kake City Schools	230010	Kake Elementary	No
23	Kake City Schools	230020	Kake High School	No
55	Kashunamiut Schools	550010	Chevak School	No
24	Kenai Peninsula Borough Schools	248010	Alternative School/Bilingual	Yes
24	Kenai Peninsula Borough Schools	249010	Aurora Borealis Charter School	No
24	Kenai Peninsula Borough Schools	249020	Bay View Charter School	Yes
24	Kenai Peninsula Borough Schools	240020	Chapman School	No
24	Kenai Peninsula Borough Schools	247010	Connections	No
24	Kenai Peninsula Borough Schools	240040	Cooper Landing School	No
24	Kenai Peninsula Borough Schools	249030	Fireweed Academy	No
24	Kenai Peninsula Borough Schools	247020	Homer Flex School	No
24	Kenai Peninsula Borough Schools	240080	Homer High School	No
24	Kenai Peninsula Borough Schools	240320	Homer Middle School	No
24	Kenai Peninsula Borough Schools	240010	Hope School	No
24	Kenai Peninsula Borough Schools	240420	Kachemak Selo School	No
24	Kenai Peninsula Borough Schools	240140	Kalifornsky Beach Elementary	No
24	Kenai Peninsula Borough Schools	247030	Kenai Alternative High School	No
24	Kenai Peninsula Borough Schools	240090	Kenai Central High School	No
24	Kenai Peninsula Borough Schools	240110	Kenai Middle School	No
24	Kenai Peninsula Borough Schools	240030	McNeil Canyon Elementary	No
24	Kenai Peninsula Borough Schools	240120	Moose Pass School	No
24	Kenai Peninsula Borough Schools	240370	Mt. View Elementary	No
24	Kenai Peninsula Borough Schools	240060	Nanwalek School	No
24	Kenai Peninsula Borough Schools	240170	Nikiski Elementary	No
24	Kenai Peninsula Borough Schools	240390	Nikiski Middle/Senior High School	No
24	Kenai Peninsula Borough Schools	240130	Nikolaevsk School	No
24	Kenai Peninsula Borough Schools	240150	Ninilchik School	No
24	Kenai Peninsula Borough Schools	240350	North Star Elementary	No
24	Kenai Peninsula Borough Schools	240050	Paul Banks Elementary	No
24	Kenai Peninsula Borough Schools	240180	Port Graham School	No
24	Kenai Peninsula Borough Schools	240070	Razdolna School	No
24	Kenai Peninsula Borough Schools	240310	Redoubt Elementary	No
24	Kenai Peninsula Borough Schools	240240	Sears Elementary	No
24	Kenai Peninsula Borough Schools	240190	Seward Elementary	No
24	Kenai Peninsula Borough Schools	240500	Seward Middle School	Yes

District # District Name 24 Kenai Peninsula Borough Schools 25 Kenai Peninsula Borough Schools 26 Kenai Peninsula Borough Schools 27 Kenai Peninsula Borough Schools 28 Kenai Peninsula Borough Schools 29 Storling Flamentons	2002-2003 No
 Kenai Peninsula Borough Schools 	No No No No No No No No No
 Kenai Peninsula Borough Schools Kenai Peninsula Borough Scho	No No No No No No No No
 Kenai Peninsula Borough Schools 	No No No No No No No No
 Kenai Peninsula Borough Schools Soldotna Middle School Soldotna Montessori Charter School Spring Creek School 	No No No No No No No
 Kenai Peninsula Borough Schools Kenai Peninsula Borough Schools Zepuid Soldotna Montessori Charter School Spring Creek School 	No No No No No No
24 Kenai Peninsula Borough Schools 247040 Spring Creek School	No No No No No No
i i	No No No No No
	No No No No No
24 Kenai Peninsula Borough Schools 240230 Sterling Elementary	No No No No
24 Kenai Peninsula Borough Schools 240250 Susan B English School	No No No
24 Kenai Peninsula Borough Schools 240280 Tebughna School	No No
24 Kenai Peninsula Borough Schools 240270 Tustumena Elementary	No
24 Kenai Peninsula Borough Schools 240380 Voznesenka Elementary	
24 Kenai Peninsula Borough Schools 240490 West Homer Elementary	
25 Ketchikan Gateway Borough Schools 250010 Houghtaling Elementary	No
25 Ketchikan Gateway Borough Schools 259010 Ketchikan Charter School	No
25 Ketchikan Gateway Borough Schools 258010 Ketchikan Correspondence	No
25 Ketchikan Gateway Borough Schools 250020 Ketchikan High School	No
25 Ketchikan Gateway Borough Schools 250100 Point Higgins School	No
25 Ketchikan Gateway Borough Schools 257010 Revilla Jr/Sr High School	No
25 Ketchikan Gateway Borough Schools 250040 Schoenbar Middle School	No
25 Ketchikan Gateway Borough Schools 250060 Valley Park Elementary	No
25 Ketchikan Gateway Borough Schools 250050 White Cliff Elementary	No
27 Klawock City Schools 270010 Klawock City School	No
27 Klawock City Schools 270030 Klawock Jr/Sr High School	Yes
28 Kodiak Island Borough Schools 280010 Akhiok School	No
28 Kodiak Island Borough Schools 280170 Big Sandy Lake	Yes
28 Kodiak Island Borough Schools 280020 Chiniak School	No
28 Kodiak Island Borough Schools 280150 Danger Bay School	No
28 Kodiak Island Borough Schools 280030 East Elementary	No
28 Kodiak Island Borough Schools 280040 Karluk School	No
28 Kodiak Island Borough Schools 287010 Kodiak Alternative High School	No
28 Kodiak Island Borough Schools 280050 Kodiak High School	No
28 Kodiak Island Borough Schools 288010 Kodiak Island Corresp.	No
28 Kodiak Island Borough Schools 280070 Kodiak Middle School	No
28 Kodiak Island Borough Schools 280080 Larsen Bay School	No
28 Kodiak Island Borough Schools 280090 Main Elementary	No
28 Kodiak Island Borough Schools 280180 North Star Elementary	No
28 Kodiak Island Borough Schools 280100 Old Harbor School	No
28 Kodiak Island Borough Schools 280110 Ouzinkie School	No
28 Kodiak Island Borough Schools 280060 Peterson Elementary	No
28 Kodiak Island Borough Schools 280120 Port Lions School	No
29 Kuspuk School District 290011 Aniak High School	No
29 Kuspuk School District 290110 Aniak Middle School	No
29 Kuspuk School District 290010 Auntie Mary Nicoli Elementary	No
29 Kuspuk School District 290020 Crow Village Sam School	No
29 Kuspuk School District 290090 George Morgan Jr/Sr H.S.	No
29 Kuspuk School District 290060 George Willis Sr. School	No
29 Kuspuk School District 290080 Gusty Michael School	No

District # District Name School # School Name	2002-2003
00 1/ 1 0 1 1 0 1 1 0 1 1 0 0 0 1 1	
29 Kuspuk School District 290070 Jack Egnaty Sr. School	No
29 Kuspuk School District 290030 Johnnie John Sr. School	No
29 Kuspuk School District 290040 Joseph S. & Olinga Gregory Elementary	No
29 Kuspuk School District 290050 Zackar Levi Elementary	No
30 Lake & Peninsula Borough Schools 300010 Chignik Bay School	No
30 Lake & Peninsula Borough Schools 300020 Chignik Lagoon School	No
30 Lake & Peninsula Borough Schools 300030 Chignik Lake School	No
30 Lake & Peninsula Borough Schools 300170 Dena'ina School	No
30 Lake & Peninsula Borough Schools 300040 Egegik School	No
30 Lake & Peninsula Borough Schools 300050 Igiugig School	No
30 Lake & Peninsula Borough Schools 300200 Ivanof Bay School	Yes
30 Lake & Peninsula Borough Schools 300080 Kokhanok School	No
30 Lake & Peninsula Borough Schools 308010 Lake and Peninsula Corresp.	No
30 Lake & Peninsula Borough Schools 300220 Levelock School	No
30 Lake & Peninsula Borough Schools 300140 Meshik School	No
30 Lake & Peninsula Borough Schools 300090 Newhalen School	No
30 Lake & Peninsula Borough Schools 300100 Nondalton School	No
30 Lake & Peninsula Borough Schools 300120 Perryville School	No
30 Lake & Peninsula Borough Schools 300130 Pilot Point School	No
30 Lake & Peninsula Borough Schools 300110 Tanalian School	No
31 Lower Kuskokwim Schools 310240 Akiuk Memorial School	No
31 Lower Kuskokwim Schools 310110 Akula Elitnaurvik School	No
31 Lower Kuskokwim Schools 310210 Anna Tobeluk Memorial School	No
31 Lower Kuskokwim Schools 310230 Arvig School	No
31 Lower Kuskokwim Schools 319010 Ayaprun Elitnaurvik Yup'ik Immersion	No
31 Lower Kuskokwim Schools 310190 Ayaprun School	No
31 Lower Kuskokwim Schools 317010 Bethel Alternative Boarding School	No
31 Lower Kuskokwim Schools 310070 Bethel Regional High School	No
31 Lower Kuskokwim Schools 317020 Bethel Youth Facility	No
31 Lower Kuskokwim Schools 310080 Chaputnguak School	No
31 Lower Kuskokwim Schools 310120 Chief Paul Memorial School	No
31 Lower Kuskokwim Schools 310130 Dick R Kiunya Memorial School	No
31 Lower Kuskokwim Schools 310090 Eek School	No
31 Lower Kuskokwim Schools 310030 Joann A. Alexie Memorial School	No
31 Lower Kuskokwim Schools 310140 Ket'achik/Aapalluk Memorial School	No
31 Lower Kuskokwim Schools 310060 Kilbuck Elementary	No
31 Lower Kuskokwim Schools 310220 Kuinerrarmiut Elitnaurviat	No
31 Lower Kuskokwim Schools 310150 Kwigillingok School	No
31 Lower Kuskokwim Schools 310200 Lewis Angapak Memorial School	No
31 Lower Kuskokwim Schools 310050 Mikelnguut Elitnaurviat	No
31 Lower Kuskokwim Schools 310250 Nelson Island Area Schools	No
31 Lower Kuskokwim Schools 310040 Nightmute School	No
31 Lower Kuskokwim Schools 310160 Nuniwarmiut School	No
31 Lower Kuskokwim Schools 310320 Paul T. Albert Memorial School	No
31 Lower Kuskokwim Schools 310280 Qugcuun Memorial School	No
31 Lower Kuskokwim Schools 310100 Rocky Mountain School	No
31 Lower Kuskokwim Schools 310170 William Miller Memorial School	No
31 Lower Kuskokwim Schools 310180 Z. John Williams Memorial School	No

				Closed
	District Name		School Name	2002-2003
32	Lower Yukon Schools	320010	Alakanuk School	No
32	Lower Yukon Schools	320040	Emmonak School	No
32	Lower Yukon Schools	320070	Hooper Bay School	No
32	Lower Yukon Schools	320090	Ignatius Beans School	No
32	Lower Yukon Schools	320080	Kotlik School	No
32	Lower Yukon Schools	320050	Marshall School	No
32	Lower Yukon Schools	320110	Pilot Station School	No
32	Lower Yukon Schools	320120	Pitkas Point School	No
32	Lower Yukon Schools	320130	Russian Mission School	No
32	Lower Yukon Schools	320140	Scammon Bay School	No
32	Lower Yukon Schools	320150	Sheldon Point School	No
33	Mat-Su Borough Schools	339010	Academy Charter School	No
33	Mat-Su Borough Schools	330370	Beryozava School	No
33	Mat-Su Borough Schools	330380	Big Lake Elementary	No
33	Mat-Su Borough Schools	337010	Burchell High School	No
33	Mat-Su Borough Schools	330350	Butte Elementary	No
33	Mat-Su Borough Schools	330270	Colony High School	No
33	Mat-Su Borough Schools	330260	Colony Middle School	No
33	Mat-Su Borough Schools	338010	Corresp. Study School	No
33	Mat-Su Borough Schools	330280	Cottonwood Creek Elementary	No
33	Mat-Su Borough Schools	330290	Finger Lake Elementary	No
33	Mat-Su Borough Schools	330030	Glacier View School	No
33	Mat-Su Borough Schools	330390	Goose Bay Elementary	No
33	Mat-Su Borough Schools	330250	Houston Jr./Sr. High School	No
33	Mat-Su Borough Schools	330040	Iditarod Elementary	No
33	Mat-Su Borough Schools	330430	Larson Elementary	No
33	Mat-Su Borough Schools	337030	Mat-Su Youth Facility	No
33	Mat-Su Borough Schools	330420	Meadow Lakes Elementary	No
33	Mat-Su Borough Schools	339020	Midnight Sun Family Learning Center	No
33	Mat-Su Borough Schools	330050	Palmer High School	No
33	Mat-Su Borough Schools	330020	Palmer Middle School	No
33	Mat-Su Borough Schools	330300	Pioneer Peak Elementary	No
33	Mat-Su Borough Schools	338020	SeeUOnline.org	No
33	Mat-Su Borough Schools	330060	Sherrod Elementary	No
33	Mat-Su Borough Schools	330150	Skwentna School	Yes
33	Mat-Su Borough Schools	330190	Snowshoe Elementary	No
33	Mat-Su Borough Schools	330070	Susitna Valley High	No
33	Mat-Su Borough Schools	330360	Sutton Elementary	No
33	Mat-Su Borough Schools	330080	Swanson Elementary	No
33	Mat-Su Borough Schools	330340	Talkeetna Elementary	No
33	Mat-Su Borough Schools	330180	Tanaina Elementary	No
33	Mat-Su Borough Schools	330440	Teeland Middle School	No
33	Mat-Su Borough Schools	337040	The Student Center	Yes
33	Mat-Su Borough Schools	330330	Trapper Creek Elementary	No
33	Mat-Su Borough Schools	337020	Valley Pathways	No
33	Mat-Su Borough Schools	330120	Wasilla High School	No
33	Mat-Su Borough Schools	330140	Wasilla Middle School	No
33	Mat-Su Borough Schools	330320	Willow Elementary	No
			•	

District #	District Name	School #	School Name	Closed 2002-2003
98	Mt. Edgecumbe High School	980000	Mt. Edgecumbe High School	No
34	Nenana City Schools	348010	CyberLynx Correspondence Program	No
34	Nenana City Schools	340010	Nenana City School	No
35	Nome City Schools	359010	Anvil City Science Academy	No
35	Nome City Schools	357010	Leonard Seppala High School	Yes
35	Nome City Schools	358010	Nome Correspondence	No
35	Nome City Schools	350010	Nome Elementary	No
35	Nome City Schools	357020	Nome Youth Facility	No
35	Nome City Schools	350020	Nome-Beltz Jr/Sr High	No
36	North Slope Borough Schools	360100	Alak School	No
36	North Slope Borough Schools	360030	Barrow High School	No
36	North Slope Borough Schools	360120	Eben Hopson Middle School	No
36	North Slope Borough Schools	360040	Harold Kaveolook School	No
36	North Slope Borough Schools	360020	Ipalook Elementary	No
36	North Slope Borough Schools	360070	Kali School	No
36	North Slope Borough Schools	360090	Meade River School	No
36	North Slope Borough Schools	360050	Nuiqsut Trapper School	No
36	North Slope Borough Schools	360010	Nunamiut School	No
36	North Slope Borough Schools	360060	Tikigaq School	No
37	Northwest Arctic Borough Schools	370010	Ambler School	No
37	Northwest Arctic Borough Schools	370100	Aqqaluk High/Noorvik Elementary	No
37	Northwest Arctic Borough Schools	370020	Buckland School	No
37	Northwest Arctic Borough Schools	370210	Davis-Ramoth School	No
37	Northwest Arctic Borough Schools	370030	Deering School	No
37	Northwest Arctic Borough Schools	370080	June Nelson Elementary	No
37	Northwest Arctic Borough Schools	370040	Kiana School	No
37	Northwest Arctic Borough Schools	370070	Kobuk School	No
37	Northwest Arctic Borough Schools	370150	Kotzebue Middle/High School	No
37	Northwest Arctic Borough Schools	370060	McQueen School	No
37	Northwest Arctic Borough Schools	370090	Napaaqtugmiut School	No
37	Northwest Arctic Borough Schools	378010	NW Arctic Dist Wide Corresp.	No
37	Northwest Arctic Borough Schools	370110	Shungnak School	No
38	Pelican City Schools	380010	Pelican School	No
39	Petersburg City Schools	390030	Mitkof Middle School	No
39	Petersburg City Schools	390020	Petersburg High School	No
39	Petersburg City Schools	390010	Rae C. Stedman Elementary	No
40	Pribilof Schools	400010	St. George School	No
40	Pribilof Schools	400020	St. Paul School	No
46	Saint Mary's Schools	460010	St. Mary's School	No
42	Sitka Borough Schools	420010	Baranof Elementary	No
42	Sitka Borough Schools	420020	Blatchley Middle School	No
42	Sitka Borough Schools	420170	Keet Gooshi Heen Elementary	No
42	Sitka Borough Schools	427010	Pacific High School	No
42	Sitka Borough Schools	428010	Sitka Correspondence	No
42	Sitka Borough Schools	420130	Sitka High School	No
43	Skagway City Schools	430010	Skagway City School	No
44	Southeast Island Schools	440010	Edna Bay School	Yes
44	Southeast Island Schools	440250	Hollis School	No

District #	District Name	School #	School Name	Closed 2002-2003
44	Southeast Island Schools	440020	Howard Valentine School	No
44	Southeast Island Schools	440340	Hyder School	No
44	Southeast Island Schools	440290	J.R. Gildersleeve School	Yes
44	Southeast Island Schools	440090	Kasaan School	No
44	Southeast Island Schools	440270	Naukati School	No
44	Southeast Island Schools	440230	Port Alexander School	No
44	Southeast Island Schools	440320	Port Protection School	No
44	Southeast Island Schools	448010	SE Island Corresp.	No
44	Southeast Island Schools	440160	Thorne Bay School	No
45	Southwest Region Schools	450020	Aleknagik School	No
45	Southwest Region Schools	450080	Chief Ivan Blunka School	No
45	Southwest Region Schools	450030	Clarks Point School	No
45	Southwest Region Schools	450050	Koliganek School	No
45	Southwest Region Schools	450070	Manokotak School	No
45	Southwest Region Schools	450140	Portage Creek School	No
45	Southwest Region Schools	450110	Togiak School	No
45	Southwest Region Schools	450120	Twin Hills School	No
45	Southwest Region Schools	450040	William "Sonny" Nelson School	No
53	Tanana Schools	530010	Maudrey J. Sommer School	No
53	Tanana Schools	538010	Yukon River Academy Correspondence	No
47	Unalaska City Schools	477010	Unalaska Alternative High School	Yes
47	Unalaska City Schools	470010	Unalaska Elementary	No
47	Unalaska City Schools	470020	Unalaska Jr/Sr High School	No
48	Valdez City Schools	480040	George H Gilson Jr. H.S.	No
48	Valdez City Schools	480050	Hermon Hutchens Elementary	No
48	Valdez City Schools	480030	Valdez High School	No
49	Wrangell Public Schools	490010	Evergreen Elementary	No
49	Wrangell Public Schools	490030	Stikine Middle School	No
49	Wrangell Public Schools	490020	Wrangell High School	No
50	Yakutat Schools	500030	Icy Bay School	Yes
50	Yakutat Schools	500010	Yakutat School	No
51	Yukon Flats Schools	510010	Arctic Village School	No
51	Yukon Flats Schools	510140	Beaver School	No
51	Yukon Flats Schools	510050	Circle School	No
51	Yukon Flats Schools	510020	Far North School	No
51	Yukon Flats Schools	510070	Fort Yukon School	No
51	Yukon Flats Schools	510060	John Fredson School	No
51	Yukon Flats Schools	510100	Stevens Village School	No
51	Yukon Flats Schools	510040	Tsuk Taih School	No
51	Yukon Flats Schools	518010	Yukon Flats Correspondence	No
52	Yukon/Koyukuk Schools	520010	Allakaket School	No
52	Yukon/Koyukuk Schools	520090	Andrew K. Demoski School	No
52	Yukon/Koyukuk Schools	520020	Bettles Field School	No
52	Yukon/Koyukuk Schools	520060	Ella B. Vernetti	No
52	Yukon/Koyukuk Schools	520070	Gladys Dart School	No
52	Yukon/Koyukuk Schools	520040	Jimmy Huntington School	No
52	Yukon/Koyukuk Schools	520030	Johnny Oldman School	No
52	Yukon/Koyukuk Schools	520050	Kaltag School	No

District #	District Name	School #	School Name	2002-2003
52	Yukon/Koyukuk Schools	520110	Merreline A Kangas School	No
52	Yukon/Koyukuk Schools	520080	Minto School	No
52	Yukon/Koyukuk Schools	528010	Raven Correspondence School	No
52	Yukon/Koyukuk Schools	529010	Wiseman/Coldfoot School	No
54	Yupiit Schools	540010	Akiachak School	No
54	Yupiit Schools	540030	Akiak School	No
54	Yupiit Schools	540040	Tuluksak School	No

Appendix B: 4 AAC 07.060. Student records

Statute text

- (a) Each district shall maintain for each student a cumulative record consisting, at a minimum, of the following:
 - (1) subjects student has taken;
 - (2) grades earned and an explanation of the grading system used;
 - (3) units of credit earned;
 - (4) attendance records;
 - (5) scores student has recorded on standard tests taken; and
 - (6) records of required immunizations and physical examinations and other health-related matters required by state law or district policy or bylaws; and
 - (7) beginning August 31, 2002, a unique 10-digit individual student identification number issued by the department; the student identification number must appear in each electronic record containing student-level information that is reported to the department; the student identification number must appear on each student examination booklet administered under 4 AAC 06.712, 4 AAC 06.730, 4 AAC 06.737, and 4 AAC 06.755.

Appendix C: Race/Ethnicity Descriptions

Sources: 2001-2002 Common Core Data Instructions (Codes 1-5)

National Center for Education Statistics

Office of Educational Research and Improvement

U.S. Department of Education

AS 14.43.075. Definition of Native. (Code 6)

Alaska Dept. of Education & Early Development (Code 9)

Data Element #8

<u>Code</u> 1	<u>Description</u> White (Caucasian)	<u>Definition</u> A person having origins in any of the original peoples of Europe, North Africa, or the Middle East
2	Black, Not Hispanic	A person having origins in any of the black racial groups of Africa. Terms such as Haitian or Negro can be used in addition to Black and African American.
3	Hispanic	A person who traces his or her origin or descent to Mexico, Puerto Rico, Cuba, Central and South America, and other Spanish cultures, regardless of race.
4	Asian or Pacific Islander	A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands. This area includes, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, Thailand, Vietnam, Guam, the Phillipine Islands, Samoa, and other Pacific Islands.
5	American Indian	A person having origins in any of the original peoples of North and South America (including Central America), and who maintains cultural identification through tribal affiliation or community recognition. Please do not include Alaska Native students.
6	Alaska Native	A person who is a descendant of a member of the aboriginal races inhabiting the state when annexed to the United States, or who is a descendant of an Indian or Eskimo who, since the year 1867 and prior to June 30, 1952, migrated into the state from Canada, and who is a descendant having at least one-quarter blood derived from these ancestors.
9	Mixed ethnicity	Please use this code for including students that have chosen to identify themselves as being from mixed lineage.

Appendix D: USDOE Guidance Regarding Free & Reduced Lunch

Joint Education/Agriculture Letter About the Use of Student Information Collected Pursuant to the National School Lunch Program

Dear Colleague: December 17, 2002

As schools across the country begin to implement the No Child Left Behind Act (NCLB), the milestone elementary and secondary education legislation signed into law by President Bush at the beginning of 2002, a number of school officials have raised questions about the use of student information collected pursuant to the National School Lunch Program in carrying out provisions of Title I of the Elementary and Secondary Education Act, as reauthorized by NCLB. The purpose of this letter is to respond to those concerns.

Educators have specifically asked whether it is permissible to use information from the school lunch program in disaggregating student assessment scores, in determining student eligibility for supplemental educational services, and under certain circumstances, in prioritizing opportunities for public school choice.

Title I, Part A of the Elementary and Secondary Education Act (as reauthorized by the No Child Left Behind Act)

States and local educational agencies (LEAs) receiving funding under Title I, Part A must assess and report on the extent to which students in schools operating Title I programs are making progress toward meeting State academic proficiency standards in reading or language arts and in mathematics. Title I now requires States and LEAs to measure and report publicly on the progress of all students, and of students in various population groups, including students who are economically disadvantaged. If assessment results show that any of the groups has not made adequate yearly progress toward meeting State achievement standards for two consecutive years, the LEA must identify that school as needing improvement. All students attending the school must be given the opportunity to attend other public schools that have not been identified as needing improvement, with priority given to the lowest-achieving students from low-income families. In addition, once a school has failed to make adequate yearly progress for three years, the LEA must provide economically disadvantaged students who attend that school the opportunity to obtain supplemental educational services from a nonprofit, for-profit, or public provider.

For many LEAs, information from the National School Lunch Program is likely to be the best, and perhaps the only source of data available to hold schools accountable for the achievement of economically disadvantaged students, and also to identify students as eligible to receive supplemental educational services or to receive priority for public school choice. Moreover, in the case of the priority for public school choice and eligibility for supplemental educational services, the law specifically requires LEAs to use the same data they use for making within-district Title I allocations; historically, most LEAs use school lunch data for that purpose. After examining these new requirements, State and local officials have inquired as to whether they may use school lunch data to meet these requirements while remaining in compliance with the student privacy provisions of the National School Lunch Act.

National School Lunch Act

Section 9 of the Richard B. Russell National School Lunch Act (NSLA) establishes requirements and limitations regarding the release of information about children certified for free and reduced price meals provided under the National School Lunch Program. The NSLA allows school officials responsible for determining free and reduced price meal eligibility to disclose aggregate information about children certified for free and reduced price school meals. Additionally, the

Appendix D (Continued)

statute permits determining officials to disclose the names of individual children certified for free and reduced price school meals and the child's eligibility status (whether certified for free meals or reduced price meals) to persons directly connected with the administration or enforcement of a Federal or State education program. This information may be disclosed without parental consent.

Because Title I is a Federal education program, determining officials may disclose a child's eligibility status to persons directly connected with, and who have a need to know, a child's free and reduced price meal eligibility status in order to administer and enforce the new Title I requirements. The statute, however, does not allow the disclosure of any other information obtained from the free and reduced price school meal application or obtained through direct certification. School officials must keep in mind that the intent of the confidentiality provisions in the NSLA is to limit the disclosure of a child's eligibility status to those who have a "need to know" for proper administration and enforcement of a Federal education program. As such, we expect schools to establish procedures that limit access to a child's eligibility status to as few individuals as possible.

We urge school officials, prior to their disclosing information on the school lunch program eligibility of individual students, to enter into a memorandum of understanding or other agreement to which all involved parties (including both school lunch administrators and educational officials) would adhere. This agreement would specify the names of the individuals who would have access to the information, how the information would be used in implementing Title I requirements, and how the information would be protected from unauthorized uses and third-party disclosures, and would include a statement of the penalties for misuse of the information.

Other Provisions

We also note that NCLB did not alter other provisions of Title I under which school officials have historically made use of National School Lunch Program data. LEAs are still required to rank, annually, their school attendance areas, by percentage of students from low-income families, in order to determine school eligibility and to make Title I within-district allocations based on the number of poor children in each school attendance area. They must also determine the amount of funds available to provide services to eligible private school students within the district, again using data on students who are from low-income families. Many LEAs have, for many years, used National School Lunch Program data in making these calculations, which do not involve the release of information on the school lunch eligibility of individual students. They may continue to do so under the new law, while respecting the limitations on the public release of those data described above.

We hope the above information clarifies what we know has been a matter of great concern in States and school districts. If you desire more detailed information about public school choice and supplemental educational services, it can be found at http://www.ed.gov/offices/OESE/asst.html.

We will also be providing guidance on Provisions 2 and 3 of the National School Lunch Program and the impact of NCLB on those provisions in the near future.

If we can be of further assistance, please contact one of our offices.

Sincerely,

Eric M. Bost Under Secretary Food, Nutrition, and Consumer Services U.S. Department of Agriculture Susan B. Neuman Assistant Secretary for Elementary and Secondary Education U.S. Department of Education