

Considerations for a New School

School codes are used to establish and maintain the continuity of schools. They are used for longitudinal studies such as trend analysis, reporting and accountability, and more. For example:

Public Reporting

District colleagues collaborate so that new school codes and details are incorporated into reporting correctly. This may mean collaboration with the SIS. Once reported, the school and district directory is used in OSPI's public reports including [Report Card](#), [OSPI Data Displays and Maps](#), and more.

Statewide Research

The Education Research Data Center (ERDC) works with data contributing agencies and the education research community to fulfill data requests, create dashboards, and conduct research to better understand the education systems in the state. ERDC incorporates directory information into the State Longitudinal Data System.

Comparability

To meet the fiscal requirement of comparability, a pre-condition to receiving Title I Part A, districts must show equity in state and locally funded staff in all schools of the same grade spans.

Federal Reporting and Research

Through the U.S. Department of Education EDFacts program, OSPI reports information on open and closed schools, school grade spans, and other information on districts and schools each year. These are published on the NCES website and used by US ED, researchers, and community support organizations in policy development, planning, management and research nationwide.

Accountability

The Every Student Succeeds Act (ESSA) establishes that all schools be included in the federal accountability framework (Section 1111(c)(4)(C)). Schools may be included in either the Washington School Improvement Framework (WSIF) or WSIF Supplemental Accountability (for schools that do not fit within WSIF). The list of schools used for determining accountability is defined by those in the school and district directory.

School Names

School names represent part of the local community, are printed on a student's high school transcript, are used for state and federal reporting, and are an important way that the public connects with their local education jurisdictions.



Directory Records

District data security managers are responsible for maintaining accurate directory records and for managing user access in the secure data system. This includes managing records and access for all the schools associated with the district/LEA.

Other considerations –

- *Entities* are groupings that can be created and locally assigned within an SIS. Entities are different from schools with assigned school codes; schools are not established for reporting purposes only.
- ALE, online, and reengagement *programs* can be offered within a school – these are not required to be offered as a unique school. Districts/LEAs work with OSPI's Learning Options team and once established, these can be reported through CEDARS. When operating as a stand-alone school, there may be additional requirements and impacts.

For more information, please contact the Data Governance office via email at data.governance@k12.wa.us