

2023-2024 Data Pipeline Directory

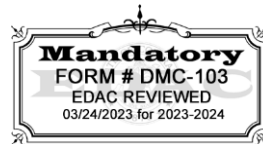
Data Fields and Definitions

DISTRICT INFORMATION

| FIELD | DEFINITION | Format | NOTE |
|-------------------|-------------------------------------|--------------|-------------|
| Site Number | Add Multiple Sites | | Disabled |
| Mailing Address* | District Mailing Address | Text | |
| Mailing City* | District Mailing City | Text | |
| Mailing State* | District Mailing State | Text | Auto Filled |
| Mailing Zip* | District Mailing Zip | Number | |
| Phone | District Phone Number | XXX-XXX-XXXX | |
| Phone Ext | District Phone Extension Number | Number | |
| FAX | District FAX Number | XXX-XXX-XXXX | |
| Web Page | District Web Page | Text | |
| Email Address | District Email Address | Text | |
| Physical Address* | District Physical Address | Text | |
| Physical City* | District Physical City | Text | |
| Physical State* | District Physical State | Text | Auto Filled |
| Physical Zip* | District Physical Zip | Number | |
| Phone | District Alt Phone Number | XXX-XXX-XXXX | |
| Phone Ext | District Alt Phone Extension Number | Number | |

KEY PERSONNEL

| FIELD | DEFINITION | Format | NOTE |
|-------------|-----------------------|--------|---|
| Title* | Title of Staff Member | Text | Required Staff - Superintendent, Child Welfare Education Liaison, ICAP Contact, Graduation Guidelines Contact, Work Based Learning Coordinator Additional staff listings are optional |
| Rank | Rank of Staff Member | Number | Superintendent = 1, districts may rank other staff in any way they want |
| First Name* | Staff First Name | Text | |
| Middle Name | Staff Middle Name | Text | |



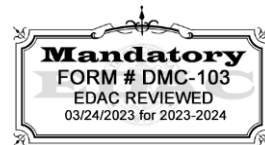
| | | | |
|--------------|-------------------|------|----------|
| Last Name* | Staff Last Name | Text | |
| Site Number* | Staff Site Number | | Disabled |

BOARD MEMBER

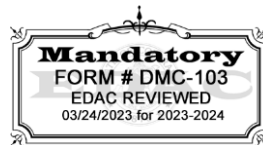
| FIELD | DEFINITION | Format | NOTE |
|---------------------|---|----------|------|
| First Name* | Board Member First Name | Text | |
| Middle Name | Board Member Middle Name | Text | |
| Last Name* | Board Member Last Name | Text | |
| Mailing Address* | Board Member Home Mailing Address | Text | |
| Mailing City* | Board Member Home Mailing City | Text | |
| Mailing State* | Board Member Home Mailing State | Dropdown | |
| Mailing Zip code* | Board Member Home Mailing Zip | Number | |
| Mailing Zip code 4 | Board Member Home Mailing Zip+4 | Number | |
| Term Expire (YYYY) | Term Expire (YYYY) | Number | |
| Current or Mid Term | Current or Midterm Replacement (C or M) | C or M | |

SCHOOLS

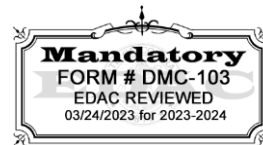
| FIELD | DEFINITION | Format | NOTE |
|-------------------|-------------------------------|--------------|------------------------------------|
| School | Name of School | Text | District may apply to change name. |
| School Code | Unique School Code | Number | |
| Email Address* | School General Email Address | Text | |
| Mailing Address* | School Mailing Address | Text | |
| Mailing City* | School Mailing City | Text | |
| Mailing State* | School Mailing State | Dropdown | |
| Mailing Zip* | School Mailing Zip | Number | |
| Physical Address* | School Physical Address | Text | |
| Physical City* | School Physical City | Text | |
| Physical State* | School Physical State | Dropdown | |
| Physical Zip* | School Physical Zip | Number | |
| Phone | School Phone Number | XXX-XXX-XXXX | |
| Ext | School Phone Number Extension | Number | |
| Web Page | School Web Page | Text | |
| FAX | School FAX Number | XXX-XXX-XXXX | |



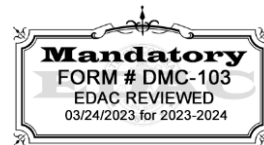
| | | | |
|---------------------------------------|---|--------------|--|
| Email Address | School Email Address | Text | |
| Principal First Name | School Principal First Name | Text | |
| Principal Middle Name | School Principal Middle Name | Text | |
| Principal Last Name | School Principal Last Name | Text | |
| Co-Principal First Name | School Co-Principal First Name | Text | |
| Co-Principal Middle Name | School Co-Principal Middle Name | Text | |
| Co-Principal Last Name | School Co-Principal Last Name | Text | |
| Phone | Principal Phone Number | XXX-XXX-XXXX | |
| Email Address | Principal Email Address | Text | |
| Lowest Grade | School Lowest Grade | Dropdown | District may apply to change grade levels. |
| Highest Grade | School Highest Grade | Dropdown | District may apply to change grade levels. |
| District of Location* | School District Boundary Where School Resides | Dropdown | |
| Alternative School | A public elementary/secondary school that serves students whose needs typically cannot be met in a regular school. The school provides nontraditional education; serves as an adjunct to a regular school; and falls outside the categories of regular, special education, or vocational education. <i>Note: This is different from an Alternative Education Campus (AEC) designation.</i> | Checkbox | |
| Career and Technical Education School | A Career and Technical education school is a public elementary/secondary school that focuses primarily on providing secondary students with an occupationally relevant or career-related curriculum, including formal preparation for technical or professional occupations. | Checkbox | |



| | | | |
|----------------------------|--|----------|--|
| Special Ed School | A public elementary/secondary school that focuses primarily on serving the needs of students with disabilities. | Checkbox | |
| Magnet School | A school designed to a) attract students of different racial/ethnic backgrounds for the purpose of reducing, preventing, or eliminating racial isolation or b) provide an academic or social focus on a particular theme. | Checkbox | |
| On-Line School | Online: A public, non-religious, non-sectarian full- time, online education school, authorized pursuant to Section 22-30.7-101 C.R.S. et seq., that delivers a sequential program of synchronous or asynchronous instruction, directed by a teacher, primarily through online digital learning strategies that provide students choice over time, place, and path, and | Checkbox | |
| Charter School | A public school that enters into a charter contract with a school district or the Charter School Institute, pursuant to section 22-30.5-101 C.R.S. et seq., for the purpose of providing elementary and/or secondary education. If school is part of CMO or EMO update information in | Checkbox | |
| Homeschool Classes Offered | A school that supports home school students with supplemental education. All students must be reported as home schooled with a funding code of 85 (home school part time.) | Checkbox | |

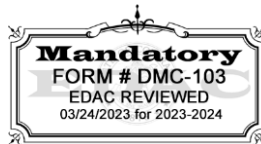


| | | | |
|-----------------------------------|---|---------------------|--|
| Virtual Type | <p>No Virtual Instruction - The school does not offer any virtual instruction</p> <p>Exclusively Virtual - The school has no physical building where students meet with each other or with teachers, all instruction is virtual.</p> <p>Primarily Virtual - The school focuses on a systematic program of virtual instruction but includes some physical meetings among students or with teachers.</p> <p>Primarily Classroom - The school offers virtual courses, but virtual instruction is not the primary means of instruction.</p> | Dropdown | |
| Exclusively Virtual | The school has no physical building where students meet with each other or with teachers, all instruction is virtual. | Checkbox | |
| Primarily Virtual | The school focuses on a systematic program of virtual instruction but includes some physical meetings among students or with teachers. | Checkbox | |
| Primarily Classroom | The school offers virtual courses, but virtual instruction is not the primary means of instruction. | Checkbox | |
| No Virtual Instruction | The school does not offer any virtual instruction | Checkbox | |



**Charter Management Organization
(CMO)**

| | | | |
|--------------------------------------|---|----------|--|
| Charter Belongs to CMO or EMO | Does the Charter belong to CMO or EMO. CMO = non-profit organization that operates or manages multiple charter schools by centralizing or sharing certain functions and resources among schools EMO = For-profit entities that contract with new or existing public-school districts, charter school districts, and charter schools to provide comprehensive services to schools and perform management functions. | Yes/No | |
| CMO/EMO Name | Legal name of Charter Management Organization (CMO)/ Education Management Organization (EMO) | Dropdown | |
| Employer Identification Number (EIN) | Identification number issued by the IRS for the CMO to pay federal taxes to the US Treasury and report wages to the IRS | Number | |
| CMO/EMO Physical Address | CMO/EMO Physical Address | Text | |
| CMO/EMO Physical City | CMO/EMO Physical City | Text | |
| CMO/EMO Physical State | CMO/EMO Physical State | Text | |
| CMO/EMO Physical Zip | CMO/EMO Physical Zip | Text | |
| CMO/EMO Mailing Address | CMO/EMO Mailing Address | Text | |
| CMO/EMO Mailing City | CMO/EMO Mailing City | Text | |
| CMO/EMO Mailing State | CMO/EMO Mailing State | Text | |
| CMO/EMO Mailing Zip | CMO/EMO Mailing Zip | Text | |
| Type CMO, EMO or Other | | Text | |
| Contract Number that authorizes | | | |
| Date of Contract | CMO/EMO date contract was signed | Date | |
| Renewal of Contract Date | CMO/EMO date contract was renewed | Date | |



District Calendar

| FIELD | DEFINITION | Format | NOTE |
|--------------------------|---|------------|------|
| Date School Starts | Date School Starts | MM/DD/YYYY | |
| Date School Ends | Date School Ends | MM/DD/YYYY | |
| Date Winter Break Starts | Date Winter Break Starts | MM/DD/YYYY | |
| Date Winter Break Ends | Date Winter Break Ends | MM/DD/YYYY | |
| Date Spring Break Starts | Date Spring Break Starts | MM/DD/YYYY | |
| Data Spring Break Ends | Date Spring Break Ends | MM/DD/YYYY | |
| Other Day Closed | Day of the Week School Observes 4 Day School Week | Dropdown | |

BOCES MEMBER

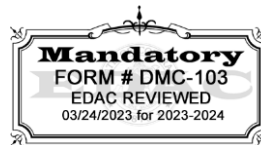
| FIELD | DEFINITION | Format | NOTE |
|-----------------|---------------|----------|----------------------------------|
| School District | District Name | Dropdown | BOCES enter the member districts |

Vendor Information

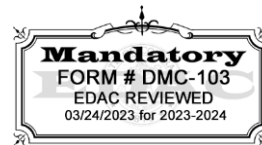
| FIELD | DEFINITION | Format | NOTE |
|-------------|--------------------|----------|------|
| System | Vendor System Type | Dropdown | |
| Vendor Name | Vendor Name | Dropdown | |

Request ~~Four Day Week~~ Reduced Academic Calendar

| FIELD | DEFINITION | Format | NOTE |
|--|---|--------|------|
| *When was the first year your district implemented a reduced academic school calendar (fewer than 160 days of the four day week? | First Year the District First Went on Four Day Week Reduced Academic Calendar. | YYYY | |

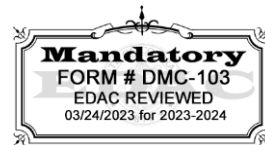


| | | | |
|---|---|---------------------|--|
| *Is your district on Performance Watch? | If district is on Performance Watch they will need to submit additional documentation to the Field Services office. | Dropdown | No Yes - On Performance Watch (years 1+) Yes - Turnaround Plan (year 0+) Yes- Priority Improvement Plan (year 0+) |
| Are all schools in the district on a reduced academic calendar? the four day school week?* | Indicate if all schools are on a reduced academic calendar. (Y/N) four day school week (Y/N) | Dropdown | When Y is selected, 'Current Year Reduced Academic Calendar' field populate to Y for all schools. |
| Individual Schools Information if not all schools are on four day school week. | Title of data entry box. | | Individual school data can be completed for: <ul style="list-style-type: none"> • Current Year <160 days – Y/N • 4 day week? Y/N • Day of the week not in session • Number of school days scheduled • Number of hours scheduled |
| Individual School Information: Current Year reduced academic calendar | Y/N | Dropdown | |
| Individual School Information: 4 Day Week | Y/N | Dropdown | |
| Individual School Information: Off day | Select day of the week or N/A if no days are taken off. | Dropdown | |
| Individual School Information: #School days | | Number | |
| Individual School Information: #Hours scheduled | Cannot be fewer than 990 for elementary. Cannot be fewer than 1080 for secondary. | Number | |
| Day of the week not in session for four day school week? | Select day of the week. | Dropdown | Field has moved to Individual School Information section. |
| Actual number of school days scheduled.* | Must be more than 140 days | Number | Field has moved to Individual School Information section. |
| Number of hours scheduled: Elementary* | Cannot be less than 990 hours | Number | Field has moved to Individual School Information section. |
| Number of hours scheduled: Secondary* | Cannot be less than 1080 hours | Number | Field has moved to Individual School Information section. |



| | | | |
|---|--|------------|--|
| Date Current year calendar adopted by local school board. * | Date calendar approved | MM/DD/YYYY | |
| List specific reasons for making application this year. | Reasons for district choosing to be on four-day school week. | Text | |

* = Mandatory Field



Last Updated: 10/27/2023