BALTIMORE COUNTY PUBLIC SCHOOLS

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Chief Accountability and Performance Management Officer

TO: Principals

FROM: Dr. Russell Brown, Chief Accountability and Performance Management Officer

DATE: May 22, 2018

SUBJECT: Distribution of the 2017 Maryland Report Card – Individual School Performance Reports

**Summary**

In April, the Maryland State Department of Education (MSDE) began posting the results of the 2017 Partnership for Assessment of Readiness for College and Careers (PARCC). In addition to the [Maryland Report Card](http://www.mdreportcard.org/), each school system is required by the Elementary and Secondary Education Act (ESEA), as reauthorized by the Every Student Succeeds Act (ESSA) in 2015, to prepare and distribute school system and individual school reports. The 2017 School System Report and Individual School Performance Reports were received from MSDE this week. These reports are for the 2016–2017 school year. The law is very specific about the availability of these annual report cards for the state, school systems, and schools, and requires that individual school reports be made available to parents. **The school-level reports must be made available to parents by** **Wednesday, June 13, 2018.** We appreciate you making this a priority.

**Action Required**

* By **Wednesday, June 13, 2018**, the 2017 individual school report must be made available to all parents/guardians. As per MSDE’s requirements, principals must choose one or more of the following options:
  + Place your school’s 2017 Individual School Performance Report on the school’s website. Inform all parents/guardians via e-mail or SchoolMessenger that the report is available on the website and make hard copies available at the school.
  + E-mail the individual school report to all parents/guardians.
  + Send hard copies home with students.
* By **Wednesday, June 13, 2018,** please inform [DRAA](https://app.smartsheet.com/b/form?EQBCT=3cda5f0edf284cdbac3955f9cf316c30) of the method that was used to make the report available to all parents/guardians.

**Accessing the Report**

* Log on to [Maryland Report Card](http://reportcard.msde.maryland.gov/printreports/2017/index.html)
* Locate the Baltimore County reports (03-Baltimore County) on the right-hand side.
* Under *Parent Reports*, click English. (It may take up to one minute for the file to download.)
* Locate your school by your school’s ID number. (For example, the ID number for Arbutus Elementary is **1302**. The report for Arbutus Elementary is identified as **031302**\_2017ReportCard\_ENG.pdf. The school system’s ID number ‘**03**’ is identified at the beginning of each PDF *before* each school ID number.)
* Repeat this process for the reports in Spanish, French, Korean, Vietnamese, and Chinese.

**Who to Contact**

Questions should be directed to the Office of Performance Management, at 443-809-3238 or via e-mail at opm@bcps.org.

dz/rb

cc: Ms. Verletta White, Interim Superintendent

Mr. Mychael Dickerson, Chief of Staff

Dr. Mary Boswell-McComas, Interim Chief Academic Officer

Ms. Christina Byers, Community Superintendent, Zone 3

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