

# WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION  
Request for Records Disposition Authority

Records Schedule: DAA-0441-2012-0003

## Request for Records Disposition Authority

Records Schedule Number DAA-0441-2012-0003  
Schedule Status Returned Without Action

Agency or Establishment Department of Education  
Record Group / Scheduling Group General Records of the Department of Education  
Records Schedule applies to Major Subdivision  
Major Subdivision Office of Elementary and Secondary Education (OESE)  
Schedule Subject ED 269 - Consolidated State Performance Report (CSPR)  
Internal agency concurrences will be provided No

### Background Information

#### IMPLEMENTATION GUIDANCE:

Follow the disposition instructions in ED 086 for system software, input/source records, output/reports, and system documentation.

#### ARRANGEMENT/ANNUAL ACCUMULATION:

#### PREVIOUS NARA DISPOSITION AUTHORITY:

SPECIFIC LEGAL REQUIREMENTS: The CSPR is approved for collection under OMB Control Number 1810-0614.

#### SPECIFIC RESTRICTIONS:

### Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
0	0	0	2

### GAO Approval

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## Outline of Records Schedule Items for DAA-0441-2012-0003

Sequence Number	
1	Consolidated State Performance Report (CSPR)
1.1	CSPR Data
1.1.1	Input Data Disposition Authority Number: DAA-0441-2012-0003-0001
1.1.2	CSPR PDFs Disposition Authority Number: DAA-0441-2012-0003-0002

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## Records Schedule Items

Sequence Number	
1	<p><b>Consolidated State Performance Report (CSPR)</b> The CSPR contains performance data related to the objectives of the Elementary and Secondary Education Act (ESEA). The data are results of state-wide academic assessments, counts of Local Education Agencies (LEAs) and schools by metrics of accountability, and counts of students for English proficiency attainment. Data are included in the CSPR through the paperwork clearance process, the data were determined to be necessary to fulfill Department information needs for programs under ESEA. The CSPR is collected from each SEA using the CSPR Collection Tool, a web-based tool that allows the SEA to review data submitted through the ED Facts Submission System (ESS) for the CSPR and to provide responses to questions in the CSPR that are not populated with data from ESS. The CSPR Collection Tool is designed solely for the purpose of collecting the CSPR data. The CSP Collection Tool does not provide for storage of the CSPR data nor reporting or use of the CSPR data by ED staff or others. The CSPR results in data in the format of data tables useable by any business intelligence tool and PDFs which reflect each SEA's consolidated submission. CSPR also contains program and performance data for the major formula grant programs under ESEA. The data are the counts of students served by Title I, Part A, and Title I, Part C. The CSPR does not collect individual student or staff-level information. All information provided to CSPR is aggregated - often by categories such as grade level. Although some of the data maybe small numbers, none of the information is linked to specific students or staff members. Thus, the data must be properly secured. In addition, the data are suppressed before being published. Decisions about data in the CSPR are made by the Office of Elementary and Secondary Education (OESE). Decisions about the CSPR systems that are operated by the OESE are made by OESE. Decisions about the CSPR systems that are operated by the Performance Information management Services (PIMS) in the Office of Planning, Evaluation, and Policy Development (OPEPD) are made by the ED Facts Change Review Board (ECRB). The director and the business manager of the PIMS are the voting members of the ECRB. Decisions about the CSPR systems that are operated by the OCIO are made by OCIO.</p>
1.1	<p><b>CSPR Data</b> The CSPR data tables consisting of the collective responses from each SEA for each question in the format of data tables. The data is made useable by business intelligence tools.</p>
1.1.1	<p><b>Input Data</b></p> <p>Disposition Authority Number      DAA-0441-2012-0003-0001</p> <p>Manually input data and ESS data stored in data tables.</p> <p>Final Disposition                      Temporary</p>

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	<b>Item Status</b>	<b>Withdrawn</b>
	Is this item media neutral?	Yes
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	Yes
	Do any of the records covered by this item exist as structured electronic data?	Yes
	<b>Disposition Instruction</b>	
	Cutoff Instruction	Annually at the close of the CSPR collection as established by OESE for each School Year.
	Transfer to Inactive Storage	Migrate data in tables to ED Facts Data Warehouse (EDW) annually.
	Retention Period	Destroy/Delete 25 years after Cutoff unless OESE approves retention for a longer period, whichever is later.
	<b>Additional Information</b>	
	GAO Approval	Not Required
1.1.2	<b>CSPR PDFs</b>	
	Disposition Authority Number	DAA-0441-2012-0003-0002
	The PDFs created by the CSPR Tool to reflect the SEAs consolidated submission. PDFs downloaded from the CSPR Collection Tool to OESE servers.	
	Final Disposition	Temporary
	<b>Item Status</b>	<b>Withdrawn</b>
	Is this item media neutral?	Yes
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	Yes
	Do any of the records covered by this item exist as structured electronic data?	Yes
	<b>Disposition Instruction</b>	
	Cutoff Instruction	Annually at the close of the CSPR collection as determined by OESE for each School Year.

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	Retention Period	Destroy/Delete 25 years after Cutoff unless OESE approves retention for a longer period, whichever is later.
	Additional Information	
	GAO Approval	Not Required

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## Agency Certification

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

## Signatory Information

Date	Action	By	Title	Organization
04/09/2014	Certify	Kevin Ramseur	Management and Program Analyst	OM - PIRMS
09/29/2016	Return Without Action	Carly Docca	Archives Specialist	National Archives and Records Administration - ACRA

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