

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See instructions below)</i>	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NARA) WASHINGTON, DC 20408	
1 FROM (Agency or establishment) U S Department of Education	
2 MAJOR SUBDIVISION Office of Management	
3 MINOR SUBDIVISION Regulatory Information Management Services	
4 NAME OF PERSON WITH WHOM TO CONFER Sherry D Smith	5 TELEPHONE (202) 401-0902

LEAVE BLANK (NARA use only)	
JOB NUMBER <i>NF 44110-2</i>	
DATE RECEIVED <i>9/17/2009</i>	
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
DATE	ARCHIVIST OF THE UNITED STATES

6 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 on the attached 5 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified, and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required, is attached, or has been requested

DATE <i>9/14/09</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Sherry D Smith</i>	TITLE Director, Records Management & Privacy Division/ Departmental Records Officer
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7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
1	ED 231 Evaluation, Research, and Statistics Records WITHDRAWN	N1-441-95-2, Item 3 (ED/RDS Part 3, Item 6) N1-441-00-2, Item 1 (ED/RDS Part 3, Item 7) N1-441-00-2, Item 2 (ED/RDS Part 3, Item 8) NC1-12-81-1, Item 16a (ED/RDS Part 4, Item 16a) N1-441-93-2, Item 1 (ED/RDS Part 14, Item 1a) N1-441-93-2, Item 3 (ED/RDS Part 14, Item 1b) N1-441-93-2, Item 2 (ED/RDS Part 14, Item 2) N1-441-95-3, Item 1 (ED/RDS Part 14, Item 3) N1-441-95-3, Item 2 (ED/RDS Part 14, Item 4) N1-441-95-3, Item 3 (ED/RDS Part 14, Item 5) N1-441-93-6, Item 1 (ED/RDS Part 14, Item 6) N1-441-93-6, Item 2 (ED/RDS Part 14, Item 7) N1-441-93-6, Item 3 (ED/RDS Part 14, Item 8) N1-441-93-6, Item 4 (ED/RDS Part 14, Item 9) N1-441-93-6, Item 5 (ED/RDS Part 14, Item 10) N1-441-93-6, Item 6 (ED/RDS Part 14, Item 11) N1-441-93-6, Item 7 (ED/RDS Part 14, Item 12) N1-441-93-8, Item 1 (ED/RDS Part 14, Item 13) N1-441-93-8, Item 2 (ED/RDS Part 14, Item 14) N1-441-93-8, Item 3 (ED/RDS Part 14, Item 15) N1-441-93-9, Item 1 (ED/RDS Part 14, Item 16) N1-441-95-1, Item 3 (ED/RDS Part 14, Item 17) N1-441-95-2, Item 1 (ED/RDS Part 14, Item 18) N1-441-93-1, Item 1 (ED/RDS Part 14, Item 19a) N1-441-93-1, Item 2 (ED/RDS Part 14, Item 19b)	

ED Records Schedule
ACS Tracking Number: OM:6-106:E56

SCHEDULE LOCATOR NO.: 231

DRAFT DATE 08/31/2009

TITLE: Evaluation, Research, and Statistics Records

PRINCIPAL OFFICE: Department-Wide

WITHDRAWN

NARA DISPOSITION AUTHORITY:

DESCRIPTION:

The Department of Education provides national leadership in expanding fundamental knowledge and understanding of education from early childhood through postsecondary study, in order to provide parents, educators, students, researchers, policymakers, and the general public with reliable information about educational practices that support learning and improve academic achievement and access to educational opportunities for all students, the condition and progress of education in the United States, and the effectiveness of Federal and other education programs

The National Center for Education Statistics (NCES) within the Institute of Education Sciences is the primary ED entity for collecting and analyzing data related to education in the United States and other nations. It fulfills a Congressional mandate to collect, collate, analyze and report full and complete statistics on the condition of education in the United States, conduct and publish reports and specialized analyses of the meaning and significance of such statistics, assist State and local education agencies in improving their statistical systems, and review and report on education activities in foreign countries

Many ED components also collect and maintain data that support analyses, studies, and reports relating to educational issues, trends, and approaches, and methodologies. These collections, analyses, and studies do not have national impact or significance.

Records documenting data collections, analyses, and studies of national impact or significant historic interest are permanent. These records include public and/or restricted datasets, data files, and supporting documentation. Examples include data collections for Longitudinal Studies, High School and Beyond, National Survey of Postsecondary Faculty, Opening Fall Enrollment, Residence and Migration, and Public Libraries.

DISPOSITION INSTRUCTIONS:

a Research and Evaluation Data of National Impact or Significant Historical Interest

- 1 Records documenting data collections, analyses, and studies of national impact or significant historic interest

These records include public and/or restricted datasets, data files, and supporting documentation

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WITHDRAWN

PERMANENT

Transfer public use and any appropriately flagged restricted use data files and documentation to the National Archives upon official release of the file with any related documentation and external finding aids, as specified in 36 C F R 1235, subpart C or standards applicable at the time

2 Common Core of Data (CCD) Survey System master data files

The Common Core of Data collects information from states about public school districts and schools for use by the Institute for Educational Sciences (IES). It is a state-level survey that includes all revenues and expenditures for public education (with the exception of revenues and expenditures for the state education agencies). The CCD was implemented in 1990, collecting data on school Year 1988-1989 in its first year of operation. Information is collected annually from school districts about the districts and their member schools. System data includes expenditures from Title I grants (and carryover), expenditures from Title V, Part A grants (and Carryover), average daily attendance, breakout of property tax revenue from non-property tax revenue for dependent school districts, purchased services and supplies expenditures, salary expenditures for enterprise operations, and property (equipment) expenditures by function.

PERMANENT

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3 Private School Universe Survey (PSS) System master data files

The PSS consists of a single survey that is completed by administrative personnel in private schools. Information collected includes religious orientation, level of school, size of school, length of school year, length of school day, total enrollment (K-12), number of high school graduates, whether a school is single-sexed or coeducational and enrollment by sex, number of teachers employed, program emphasis, existence and type of kindergarten program.

PERMANENT

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4 Schools and Staffing Survey (SASS) System master data files

The SASS system collects data on topics, including principals' and teachers' perceptions of school climate and problems in their schools, teacher compensation, district hiring practices and basic characteristics of the student population. SASS has four core components: the School Questionnaire, the Teacher Questionnaire, the Principal Questionnaire, and the School District Questionnaire. Data is collected via these questionnaires sent to respondents in public, private, and Bureau of Indian Affairs/tribal schools.

PERMANENT

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5 Integrated Postsecondary Education Data System (IPEDS) master data files

IPEDS is a web-based data collection system. The Department's Institute for Educational Sciences (IES) uses IPEDS to collect and store data received from postsecondary institutions from 1987 to the present. System data includes aggregate information on enrollments, completions, finances, graduation rates, and institutional characteristics.

PERMANENT

Transfer public use and any appropriately flagged restricted use data files and documentation to the National Archives upon official release of the file with any related documentation and external finding aids, as specified in 36 C F R 1235, subpart C or standards applicable at the time.

6 National Assessment of Education Progress (NAEP) Database master data files

The NAEP database contains survey responses that relate to or describe individuals or individual characteristics. System information includes nationally representative achievement scores on 4th, 8th, and 12th graders from public and non-public schools in a variety of academic subjects, as well as student background information and information on learning environments.

PERMANENT

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standards applicable at the time

7 National Assessment of Education Progress (NAEP) High School Transcript Study (HSTS) Database master data files

The NAEP High School Transcript Study collects transcripts from representative samples of America's public and private high school graduates. The database includes information on students' coursetaking, course credits earned, grade point average, performance on the NAEP assessment, and student and school background characteristics.

PERMANENT

Transfer public use and any appropriately flagged restricted use data files and documentation to the National Archives upon official release of the file with any related documentation and external finding aids, as specified in 36 C F R 1235, subpart C or standards applicable at the time.

8 National Household Education Surveys Program (NHES) Database master data files

The National Household Education Surveys Program (NHES) database provides descriptive data on the educational activities of the U S population and offers researchers, educators, and policymakers a variety of statistics on the condition of education in the United States. The NHES surveys cover learning at all ages, from early childhood to school age through adulthood. Survey topics include early childhood care and education, young children's readiness for school before- and after-school activities of school-age children, parent and family involvement in education, and adult education. In addition to these topics, NHES occasionally fields surveys on topics of special interest to the Department of Education that are not intended to be repeated, such as civic involvement, library use, and parent perceptions of school safety and discipline.

PERMANENT

Transfer public use and any appropriately flagged restricted use data files and documentation to the National Archives upon official release of the file with any related documentation and external finding aids, as specified in 36 C F R 1235, subpart C or standards applicable at the time.

9 Civil Rights Data Collection (CRDC) master data files

The Civil Rights Data Collection (CRDC) is a biennial survey of a sample of school districts, generally conducted during the spring of odd-numbered years. Data is collected directly from school districts and maintained in databases.

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PERMANENT

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b All Other Research and Evaluation Data

Data that support analyses, studies, and reports relating to educational issues, trends, and approaches, and methodologies. These collections, analyses, and studies do not have national impact or significance.

TEMPORARY

Cut off annually and retain online, nearline, or offline for 20 years, then destroy or delete

1 Post-vocational Rehabilitation Experiences Study – Data Management System (PVRES-DMS) master data files

PVRES-DMS is used by Rehabilitation Services Administration for program research and evaluation. This system consists of information about former VR consumers and includes information taken directly from former consumers. The system data includes records from the RSA-911 Case Service Report containing employment data about the consumers, Social Security Administration data on receipt and amount of social security benefits, unemployment insurance wage records data, and information from baseline and follow-up surveys about post-VR experiences, particularly related to employment outcomes and post-closure services.

TEMPORARY

Cut off annually and retain online, nearline, or offline for 20 years, then destroy or delete

c Duplicate Copies Regardless of Medium Maintained for Reference Purposes and That Do Not Serve as the Record Copy

TEMPORARY

Destroy/delete when no longer needed for reference

non record

IMPLEMENTATION GUIDANCE:

Follow the disposition instructions in ED 086 information System Supporting Materials for system software, input/source records, output and reports, and system documentation

ARRANGEMENT/ANNUAL ACCUMULATION:

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PREVIOUS NARA DISPOSITION AUTHORITY:

- a Research and Evaluation Data of National Impact or Significant Historical Interest
supersedes
- N1-441-95-2, Item 3 (ED/RDS Part 3, Item 6)
 - N1-441-00-2, Item 1 (ED/RDS Part 3, Item 7)
 - N1-441-00-2, Item 2 (ED/RDS Part 3, Item 8)
 - NC1-12-81-1, Item 16a (ED/RDS Part 4, Item 16a)
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 - N1-441-95-1, Item 3 (ED/RDS Part 14, Item 17)
 - N1-441-95-2, Item 1 (ED/RDS Part 14, Item 18)
 - N1-441-93-1, Item 1 (ED/RDS Part 14, Item 19a)
 - N1-441-93-1, Item 2 (ED/RDS Part 14, Item 19b)

SPECIFIC LEGAL REQUIREMENTS:

The Education Sciences Reform Act of 2002
The Rehabilitation Act of 1973, as amended, Section 14

SEPCIFIC RESTRICTIONS:

Privacy Act 18-13-01 National Center for Education Statistics Longitudinal Studies and the
School and Staffing Surveys
Privacy Act 18-13-01 National Center for Education Statistics' National Assessment of
Educational Progress
Privacy Act 18-13-04 Outcomes of Diversity in Higher Education Study
Privacy Act 18-13-09 Even Start Classroom Literacy Interventions and Outcomes Study

LINE OF BUSINESS: Evaluation, Research, and Statistics