



STATE OF NEW JERSEY DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: July 20, 2022
To: Local Educational Agency Leads
Route To: School Business Administrators, Web User Administrators, Principals, School Leads
From: Kathy Ehling, Assistant Commissioner
Division of Educational Services
Deadline: August 3, 2022, 5 p.m.

Action Required: Update and Review NJ SMART SID Management, Course Roster, and CTE Submissions to Ensure Accurate School Performance Reports Data

The annual NJ SMART End of Year SID Management Snapshot will be taken on **August 3, 2022 at 5 p.m.** Additionally, the NJ SMART Course Roster and CTE Submissions are currently open for their official submission windows and will close on August 3, 2022 at 5 p.m. The data that districts submit to SID Management and the Course Roster and CTE Submissions will be used for reporting in the 2021-2022 School Performance Reports, so it is important that all records are current and error-free by the August 3 deadline.

Before the August 3 deadline, districts must review all data submitted in NJ SMART SID Management. SID Management is the management system that establishes unique identification numbers for all students and compiles the demographic data of all students. Districts must ensure that students are assigned the correct resident, receiving, and attending county, district, and school (CDS) codes (see [NJ SMART Reporting Responsibilities](#) for more details) and that the correct number of students is reported. The data submitted through the August 3 Snapshot of SID Management will be used to report on, among other metrics:

- Enrollment by grade level;
- Student race/ethnicity;
- Student populations (e.g., economically disadvantaged, students with disabilities, English learners);
- Attendance; and
- Student to staff ratios.

Data submitted in the Course Roster Submission is used in the School Performance Reports to report on:

- Advanced Placement (AP) and International Baccalaureate (IB) courses;
- Dual-enrollment coursework;
- Structured-learning experiences (SLEs); and
- Course participation in Math, Science, Social Studies, World Languages, Computer Science, and Visual and Performing Arts.

For more information on how course roster data is used for reporting, see the New Jersey Department of Education's (NJDOE) [School Performance Report – Course Roster Submission Guidance](#).

Data submitted in the CTE Submission is used in the School Performance Reports to report on career and technical education (CTE) information, including:

- CTE participant and concentrator rates;
- CTE program enrollment;
- Work-based learning; and
- Industry-valued credentials earned.

Additional Reminders: Inactivating 2021-2022 Graduates

The NJ SMART SID Management window to inactivate 2021-2022 graduates and students who transferred from a district opens on August 5, 2022 and closes on August 31, 2022. Data submitted by the August 31, 2022 deadline will be used to report on Graduation Rates and Pathways to Graduation in the School Performance Reports.

As a reminder, the NJDOE was required to make changes to graduation rate calculations beginning in 2021 based on the United States Department of Education's (USED) FY 2019 Federal Performance Review Report. This change was outlined in an [April 28, 2021 broadcast](#). In 2021, the NJDOE began reporting two versions of the adjusted cohort graduation rate: a **state version** that includes all students that earn a state-endorsed diploma as graduates (in the numerator) in the calculation and a **federal version** that aligns with federal Every Student Succeeds Act (ESSA) guidance for calculating graduation rates. In 2021, students with disabilities who did not meet either the state course and/or the local attendance requirements for graduation because of a modification or exemption in their Individualized Education Program (IEP) were not included as graduates (in the numerator) in the federal version of the calculation. Starting in 2022, the students with disabilities who did not meet state course, local attendance, **or state graduation assessment requirements** because of modifications or exemptions in their IEPs will not be included as graduates in the federal version of the calculation.

The NJDOE will use the IEP Graduation Course Requirement and IEP Graduation Attendance fields in SID Management to identify the students with disabilities who did not meet the state course and/or local attendance requirements, respectively. The ELA and Math Graduation Pathway Indicator fields will be used to identify the students with disabilities who did not meet the state graduation assessment requirements but instead met alternate requirements specified in their IEPs. Districts should ensure that these fields are accurate and error-free by the August 3, 2022 deadline.

In August, districts will be able to view both the state and federal versions of the graduation rate by using the NJ SMART High School Graduation Cohort Profile district reports.

Importantly, please note that these changes to the graduation calculation for federal reporting do not affect the requirements to earn a diploma or the type of diploma that the State awards to students with disabilities. Additionally, they do not change how districts should report graduates in NJ SMART this summer.

Contact Information

Contact the NJ SMART help desk at (800) 254-0295 or njsmart@pcgus.com with any questions about NJ SMART submissions. [Additional resources and trainings](#) for NJ SMART submissions are available under Documents for Download and eLearning Videos & Webinars. Contact reportcard@doe.nj.gov with any questions about School Performance Reports.

c: Members, State Board of Education
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NJDOE Staff
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