# Superintendent’s Memo #201-20

[](http://www.doe.virginia.gov/administrators/index.shtml)  
**COMMONWEALTH of VIRGINIA   
Department of Education**

DATE: August 7, 2020

TO: Division Superintendents

FROM: James F. Lane, Ed.D., Superintendent of Public Instruction

## SUBJECT: 2020-2021 Master Schedule Collection

To collect data necessary for the College, Career and Civics Readiness Index for state accreditation ratings as well as to comply with federal reporting requirements and performance indicators of the *Every Student Succeeds Act* (ESSA), the Virginia Department of Education will be conducting the Master Schedule Collection (MSC) for the 2020-2021 school year.

Beginning with the 2020-2021 school year, the Master Schedule Collection (MSC) will implement the following changes:

* New data elements on the Instructional Personnel records
  + Ethic Flag
  + Race Code
  + Gender
  + Division Teaching Experience
  + Total Years’ Teaching Experience Completed
  + Division Administrative Experience
  + Total Years’ Administrative Experience Completed
  + Division Pupil Personnel Experience
  + Total Years’ Pupil Personnel Experience Completed
* New data element on the Course records
  + Interdisciplinary Flag
* Changes to the valid values on the Student records
  + Virtual Course Indicator – A Blended Learning choice was added
* New Elements to identify interdisciplinary courses
  + Record Type
  + Serving Division
  + Serving School
  + Section ID
  + Connected Section ID

A detailed listing of the data elements for the 2020-2021 MSC are posted on the Virginia Department of Education’s [Master Schedule Collection webpage](http://www.doe.virginia.gov/info_management/data_collection/master_schedule_collection/index.shtml).

To assist school divisions with the changes, webinars will be held on the following dates. Please take a minute to register for the webinar that works best with your schedule.

* Wednesday August 12, 1:00 PM - [https://zoom.us/meeting/register/tJwodOyrrTosHdSdYbt87brgpJSN7YFftMHm](https://lnks.gd/l/eyJhbGciOiJIUzI1NiJ9.eyJidWxsZXRpbl9saW5rX2lkIjoxMDUsInVyaSI6ImJwMjpjbGljayIsImJ1bGxldGluX2lkIjoiMjAyMDA3MjEuMjQ2ODQwODEiLCJ1cmwiOiJodHRwczovL3pvb20udXMvbWVldGluZy9yZWdpc3Rlci90SndvZE95cnJUb3NIZFNkWWJ0ODdicmdwSlNON1lGZnRNSG0ifQ.eZeSvrQbJ0ZwmrPuQkv02k891rbOAIW2JSGdiIrqjEk/s/1112380361/br/81313012051-l)
* Thursday, August 20, 10:00 AM - [https://zoom.us/meeting/register/tJIsdeqoqDsrG90TzxWqaQN8FdHf3otDRwTl](https://lnks.gd/l/eyJhbGciOiJIUzI1NiJ9.eyJidWxsZXRpbl9saW5rX2lkIjoxMDYsInVyaSI6ImJwMjpjbGljayIsImJ1bGxldGluX2lkIjoiMjAyMDA3MjEuMjQ2ODQwODEiLCJ1cmwiOiJodHRwczovL3pvb20udXMvbWVldGluZy9yZWdpc3Rlci90SklzZGVxb3FEc3JHOTBUenhXcWFRTjhGZEhmM290RFJ3VGwifQ.yj2J055k4UFw3--XQvdr67eQArLRB69zn-Xdf1oSujM/s/1112380361/br/81313012051-l)
* Monday, August 24, 10:00 AM -   
  [https://zoom.us/meeting/register/tJItd-urqDooGtDEkAKk2uLakVlTqmEdvsmP](https://lnks.gd/l/eyJhbGciOiJIUzI1NiJ9.eyJidWxsZXRpbl9saW5rX2lkIjoxMDcsInVyaSI6ImJwMjpjbGljayIsImJ1bGxldGluX2lkIjoiMjAyMDA3MjEuMjQ2ODQwODEiLCJ1cmwiOiJodHRwczovL3pvb20udXMvbWVldGluZy9yZWdpc3Rlci90Skl0ZC11cnFEb29HdERFa0FLazJ1TGFrVmxUcW1FZHZzbVAifQ.V0HXYx4WfBzcxlTZufB8G-V24txqGrC60iK8fOsgilc/s/1112380361/br/81313012051-l)

Questions relating to the 2020-2021 Master Schedule Collection should be directed to Educational Applications by email at [RESULTSHELP@doe.virginia.gov](mailto:RESULTSHELP@doe.virginia.gov).

JFL/sw/lmc