# Superintendent’s Memo #182-19

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

DATE: August 2, 2019

TO: Division Superintendents

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

## SUBJECT: 2019-2020 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 2019-2020 school year.

Beginning with the 2019-2020 school year, the Master Schedule Collection (MSC) will implement three changes:

1. MOP ID – a new data element that eliminates the need to collect MOP data on the Student Record Collection.
2. SCED Course Level – an element that identifies the level of rigor of a course.
3. Work-based Learning Codes – three codes were added as valid codes while one code has been retired.

A detailed listing of the data elements for the 2019-2020 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).

Questions relating to the 2019-2020 Master Schedule Collection should be directed to Educational Applications by email at [RESULTSHELP@doe.virginia.gov](mailto:RESULTSHELP@doe.virginia.gov).

JFL/sw/lmc