**Request to Decline CDE Pre-population of 2017-18 CRDC**

The Colorado Department of Education (CDE) is dedicated to submitting any applicable 2017-18 approved data we have collected from local education agencies (LEAs) into the Civil Rights Data Collection (CRDC) system or Advance Website (AWS) to assist districts with this federal Office of Civil Rights (OCR) collection.  CDE’s plan is to submit as much data as possible.  Then it is up to each district to fill in any missing information and update any data that is incorrect. If you have questions about CRDC pre-population, please contact Jan at [petro\_j@cde.state.co.us](mailto:petro_j@cde.state.co.us) or 303-866-6838.

However, CDE is aware that some local education agencies prefer to provide all of the CRDC data without any assistance. If your local education agency does not want the department to prepopulate CRDC with approved data, please complete this form by **Friday, December 28, 2018.** Forms may be submitted to Jan Rose Petro at [petro\_j@cde.state.co.us](mailto:petro_j@cde.state.co.us) or by facsimile at 303-866-6888.

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District Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ District Number \_\_\_\_\_\_\_\_\_\_\_

requests that the Colorado Department of Education NOT prepopulate the 2017-18 Civil Rights Data Collection (CRDC) with any data. It is understood that the CRDC system or Advance Website (AWS) will not contain any data that our district previously provided to the Department. Our district will be responsible for completing the entire 2017-18 Civil Rights Data Collection.

Superintendent Name (printed) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Superintendent Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***What is CRDC?*** *The U.S. Department of Education [ED] conducts the Civil Rights Data Collection (CRDC) to collect data on key education and civil rights issues in our nation's public schools. The CRDC collects a variety of information including, student enrollment and educational programs and services, disaggregated by race/ethnicity, sex, limited English proficiency and disability. The CRDC is a longstanding and important aspect of the ED Office for Civil Right's overall strategy for administering and enforcing the civil rights statutes for which it is responsible. Information collected by the CRDC is also used by other ED offices as well as policymakers and researchers outside of ED.*