

Executive Numbered Memo 011-2008-09 - Race Ethnicity Category Changes

February 19, 2009

TO: Superintendents

RE: Ethnicity and Race Category Changes

Summary:

The Oregon Department of Education (ODE) will implement the US Department of Education (USED) race and ethnicity category changes for student data collections in school year 2009-2010 and staff data collections in school year 2010-2011.

The federal government has developed a two-part question that asks for ethnicity to be identified and then the second part asks for identification of the individual's race. This new question is the basis for determining seven new reporting categories of staff and students' race and ethnicity and will require that this data about students and staff be collected and validated in time for the federal reporting requirement in the 2010-11 school year. The Oregon Department of Education recommends that school districts begin the process of collecting answers to this two-part question during the 2009-10 school year so that the information can be reported accurately on state reports due in 2010-11.

The process of collecting responses to the new two-part question will require notification to parents regarding the reason for the this change and staff development around the need for observer identification of a student's race and ethnicity if the parent does not provide answers to both parts of the question. The ODE web site provides links to guidance from the federal government with sample letters to parents and other helpful information.

This is a significant change effecting every student and staff member in the state of Oregon so school districts and ESDs will need time to notify parents, change student and human resource data systems, review and modify business processes, and update student and staff records. Therefore, school year 2009-2010 will be a transition year with full implementation occurring in school year 2010-2011. To ease the transition, the Oregon Department of Education will add the new race and ethnicity categories but not enforce the two part question rules during the 2009-2010 school year. The transition year creates some additional risk for ODE because it needs to translate the data from the new format back into the old format for AYP, Report Card and other federal reporting.

As noted above, more detailed guidance for implementing the changes can be found on the ODE district web site at the following links/documents.

[Final Guidance: Race and Ethnicity \(Short Version\)](#)

[Final Guidance: Race and Ethnicity \(Long Version\)](#)

[Forum Guide to Implementing New Federal Race and Ethnicity Categories](#)

- All 2009-2010 categories will need to be either a Y (yes) or N (no). No blanks.

- ODE will not implement the two part question edits for 2009-2010. This means only one of the 2009-2010 categories above will be required to be a Y.
- Accountability reporting for 2009-2010 collected data will use the same reporting sub groups as 2008-2009. Reporting will change to the new sub groups in 2010-2011.
- Other ODE Reporting (DBI/other) for 2009-2010 collected data will use the same reporting sub groups as 2008-2009. Reporting will change to the new sub groups in 2010-2011.
- Federal reporting for 2009-2010 collected data will use the same reporting sub groups as 2008-2009. Reporting will change to the new sub groups in 2010-2011.