

# **New Jersey Department of Education Performance Reports Submission Handbook**

**VERSION 1.6**



**State of New Jersey  
Department of Education**

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October, 2022

# Table of Contents

Foreword.....	4
Revision History .....	5
Executive Summary.....	6
Data Elements and Definitions.....	7
RecordIndicator.....	8
SchoolCode .....	9
Optional Data Elements .....	10
Facebook.....	11
Twitter.....	12
SummaryHighlight1.....	13
SummaryHighlight2.....	14
SummaryHighlight3.....	15
MissionVisionTheme .....	16
AwardsRecognitionAccomplishments .....	17
CoursesCurriculumInstruction .....	18
SportsOfferedBaseball .....	19
SportsOfferedBasketball .....	20
SportsOfferedBowling.....	21
SportsOfferedCheerleading .....	22
SportsOfferedCrossCountry .....	23
SportsOfferedDiving.....	24
SportsOfferedFencing .....	25
SportsOfferedFieldHockey .....	26
SportsOfferedFootball .....	27
SportsOfferedGolf .....	28
SportsOfferedGymnastics .....	29
SportsOfferedIceHockey .....	30
SportsOfferedLacrosse.....	31
SportsOfferedSkiing .....	32
SportsOfferedSoccer .....	33
SportsOfferedSoftball .....	34

SportsOfferedSwimming.....	35
SportsOfferedTennis .....	36
SportsOfferedTrackandFieldSpring .....	37
SportsOfferedTrackandFieldWinter .....	38
SportsOfferedVolleyball .....	39
SportsOfferedWrestling .....	40
SportsandAthletics .....	41
ClubsandActivities .....	42
ClimateSurveyIndicator.....	43
ClimateSurveyStudents.....	44
ClimateSurveyParents .....	45
ClimateSurveyAdmin.....	46
ClimateSurveyTeachers.....	47
ClimateSurvey .....	48
BeforeandAfterSchoolPrograms .....	49
StaffandProfessionalLearning .....	50
Postsecondary.....	51
StudentSupportsandServices .....	52
StudentHealthandWellness .....	53
ParentCommunityInvolvement.....	54
Facilities.....	55
SchoolSafety.....	56
TechnologySTEM.....	57
EarlyChildhood .....	58
SpecialTopic .....	59
OtherInformation.....	60

# Foreword

The New Jersey Department of Education is pleased to publish the *Performance Reports Submission Handbook*. This reference guide defines and maintains a set of standards for educational data that conforms to the requirement of data elements in uniform, consistent and easy to understand, quality information. The *Performance Reports Submission Handbook* is intended to support the collection of school and district narratives and other required information for the NJ School Performance Reports.

# Revision History

Date	Version	Comment
October 18, 2022	1.6	<ul style="list-style-type: none"> <li>Updated Additional Notes for SpecialTopic to offer details and suggestions for the type of information being collected with this data element.</li> </ul>
August 4, 2022	1.5	<ul style="list-style-type: none"> <li>Added Common Errors and Warnings sections to each data element for consistency with other Handbooks.</li> </ul>
January 27, 2022	1.5	<ul style="list-style-type: none"> <li>Dates updated for 2022-2023 SY.</li> </ul>
October 19, 2021	1.4	<ul style="list-style-type: none"> <li>Updated dates for Fall 2021 collection.</li> </ul>
October 1, 2020	1.3	<ul style="list-style-type: none"> <li>Updated dates for the Fall 2020 collection.</li> <li>Added new data element SpecialTopic.</li> <li>Removed the following data elements:               <ul style="list-style-type: none"> <li>Website</li> <li>SumOfDaysPresentForAllFaculty</li> </ul> </li> <li>SumOfContractedNumberOfDaysForAllFaculty</li> </ul>
August 5, 2019	1.2	<ul style="list-style-type: none"> <li>Updated dates for the 2020-2021 SY.</li> </ul>
December 20, 2018	1.1	<ul style="list-style-type: none"> <li>Data element ParentandCommunityInvolvement renamed ParentCommunityInvolvement.</li> </ul>
November 16, 2018	1.0	<ul style="list-style-type: none"> <li>Initial Version</li> </ul>

# Executive Summary

Accurate, consistent and timely information is necessary to make informed decisions about the performance of New Jersey's school system. The *Performance Reports Submission Handbook* was developed to assist school districts in providing education information to the New Jersey Department of Education (NJDOE) in a standardized format to comply with state and federal requirements. For education information to be used effectively, it needs to be identified and captured as a fundamental *data element* or a specific bit of data that can be defined and measured. This *Performance Reports Submission Handbook* provides the definition and syntax for these data elements. The standards outlined in this *Handbook* will help produce a consistent body of information upon which all stakeholders can draw.

NJ Standards Measurement and Resource for Teaching (NJ SMART) was developed for three primary reasons. First, New Jersey's public education system must become more evidence-based where progress toward instructional goals are measured, and where the effectiveness and efficiency of educational programs are monitored. To achieve this goal, education data must be collected, managed and reported in a fashion that is more useful, accurate, consistent and timely. Second, major regulatory changes, such as the federal *Every Student Succeeds Act (ESSA)* and the *Individuals with Disabilities Education Act (IDEA)*, are compelling Local Education Agencies (LEAs) and State Education Agencies (SEAs) to collect greater quantities of data to meet increasingly intensive reporting requirements. The NJDOE hopes to ease this burden over time by maintaining information in a more powerful and flexible way. Third, the NJDOE is committed to becoming more service-oriented to LEAs and the public. By providing better information to LEAs and other stakeholders, and by simplifying the burdensome data reports to the state, the NJDOE hopes to increase administrative efficiency through the use of technology.

# Data Elements and Definitions

This *Performance Reports Submission Handbook* includes data elements that are currently collected and maintained by schools, districts, and the NJDOE. Not all data elements are relevant to each LEA (e.g., School Climate). It is important to understand how each definition is implemented. In those situations, where the implementation of a definition is not clear it should be reported to NJ SMART so that a collaborative resolution can be reached.

The following information is provided for each data element in the *Performance Reports Submission Handbook*:

- **Name of Data Element:** The data element name used within the NJ SMART system.
- **NJDOE Number:** The numerical identification of the data element, which will remain in effect over time regardless of data elements retired or added.
- **Definition of Data Elements:** A brief description of the data element.
- **Functional, Policy or Legal Description:** The rationale for collecting the data element, and how the data element will be used. Other policy and legal implications for its collection.
- **Is This Data Element Required?:** Indication of whether the data element is required for file submission.
- **Acceptable Values:** Indication of the data type, minimum and maximum number of characters permitted, and lists values and ranges accepted for each element.
- **Validation Checks:** Specific data validation that will occur with respect to each data element.
- **Additional Notes:** Additional relevant notes about the data element.

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# RecordIndicator

## NJDOE Number

336

## Definition of Data Element

An indication that this record either represents district level or school level information.

## Functional, Policy or Legal Document

The information is used to identify school or district level narrative information for the NJ School Performance Reports.

## Is this Data Element Required?

Yes, this data element is required.

## Acceptable Values

**Type:** Alpha

**Minimum Length:** 1

**Maximum Length:** 1

D = District Level

S = School Level

## Validation Checks

- An error will occur if the field is left blank.

## Additional Notes

- Records where RecordIndicator = S should reference school specific information and will be included in the school-level NJ School Performance Reports.
- Records where RecordIndicator = D should reference district specific information and will be included in the district-level NJ School Performance Reports.

## Common Errors

N/A

## Warnings

N/A



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# SchoolCode

## NJDOE Number

337

## Definition of Data Element

The 3-digit school code of the school reported in this record.

## Functional, Policy or Legal Document

The information is used for the NJ School Performance Reports.

## Is this Data Element Required?

Yes, this data element is required if this is a school level record.

## Acceptable Values

**Type:** Alphanumeric

**Minimum Length:** 3

**Maximum Length:** 3

## Validation Checks

- If RecordIndicator is D for District Level, leave this field blank.

## Additional Notes

- All valid school codes can be found in the [NJ SMART County District School Code](#) list.

## Common Errors

N/A

## Warnings

N/A

# Optional Data Elements

The remaining elements are considered optional data elements. Each LEA may choose which of these data elements they wish to appear on the NJ School Performance Reports for the reported school or district. If the LEA wishes to exclude a data element, leave the field blank. Blank fields will appear within the submission with a check box indicating that the field is to be excluded. Any text that is included in the field will appear in the NJ School Performance Report.

**Note:** If choosing to exclude any of these data fields, leave the row blank but do not remove the data element from the file upload. If any of the fields are excluded from the file upload, the file will not be processed.

---

# Facebook

## NJDOE Number

341

## Definition of Data Element

The whole web address for the school or district's Facebook page.

## Functional, Policy or Legal Document

This information is provided as contact information in the detailed NJ School Performance Reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alphanumeric

**Minimum Length:** 7

**Maximum Length:** 150

## Validation Checks

- Web address must begin with <http://> or <https://>.
- If Facebook is blank, this field will be excluded from the NJ School Performance Reports.
- Spaces are prohibited.

## Additional Notes

- If you do not have a Facebook page or wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- Report the entire web address for inclusion on the NJ School Performance Reports.
- To find the URL, go directly to the Facebook page for your school or district (if you have a saved link) or go to Facebook and search for your school or district.
  - Once the school or district page is open, copy the URL from the address bar in the browser.
  - Your Facebook URL should look like: <https://www.facebook.com/username> where username is your school's or district's user name.
- If RecordIndicator = D, enter the district Facebook page.
- If RecordIndicator = S, enter the school Facebook page if available, otherwise you may want to enter the district Facebook page.

## Common Errors

N/A

## Warnings

N/A

---

# Twitter

## NJDOE Number

342

## Definition of Data Element

The whole web address for the school or district's Twitter profile.

## Functional, Policy or Legal Document

This information is provided as contact information in the detailed NJ School Performance Reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alphanumeric

**Minimum Length:** 7

**Maximum Length:** 150

## Validation Checks

- Web address must begin with <http://> or <https://>.
- If Twitter is blank, this field will be excluded from the NJ School Performance Reports.
- Spaces are prohibited.

## Additional Notes

- If you do not have a Twitter page or wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- Report the entire web address for inclusion on the web report. An error will occur if the username only (e.g. @username) is entered.
- To find the URL, go directly to Twitter and view the profile for your school or district. Copy the URL from the address bar in the browser.
  - Your Twitter URL should look like: <https://twitter.com/username> where username is your school's or district's user name.
- If RecordIndicator = D, enter the district Twitter page.
- If RecordIndicator = S, enter the school Twitter page if available, otherwise you may want to enter the district's Twitter page.

## Common Errors

N/A

## Warnings

N/A

---

# SummaryHighlight1

## NJDOE Number

343

## Definition of Data Element

Provide information the LEA wishes to highlight for the school or district.

## Functional, Policy or Legal Document

For schools only, this information will be included in the School Highlights section of the summary NJ School Performance Reports.

For schools and districts, this information will also be included in the Narrative Section of the detailed NJ School Performance Reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alphanumeric

**Minimum Length:** 1

**Maximum Length:** 200

## Validation Checks

- If SummaryHighlight1 is blank, this field will be excluded from the NJ School Performance Reports.

## Additional Notes

- If you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- Suggested Content:
  - Courses, Curriculum, Instruction
  - Sports
  - Arts
  - Clubs and Activities
  - Awards or Recognitions
  - Staff

## Common Errors

N/A

## Warnings

N/A

---

# SummaryHighlight2

## NJDOE Number

344

## Definition of Data Element

Provide information the LEA wishes to highlight for your school or district.

## Functional, Policy or Legal Document

For schools only, this information will be included in the School Highlights section of the summary NJ School Performance Reports.

For schools and districts, this information will also be included in the Narrative Section of the detailed NJ School Performance Reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alphanumeric

**Minimum Length:** 1

**Maximum Length:** 200

## Validation Checks

- If SummaryHighlight2 is blank, this field will be excluded from the NJ School Performance Reports.

## Additional Notes

- If you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- Suggested Content:
  - Courses, Curriculum, Instruction
  - Sports
  - Arts
  - Clubs and Activities
  - Awards or Recognitions
  - Staff

## Common Errors

N/A

## Warnings

N/A

---

# SummaryHighlight3

## NJDOE Number

345

## Definition of Data Element

Provide information that the LEA wishes highlight for your school or district.

## Functional, Policy or Legal Document

For schools only, this information will be included in the School Highlights section of the summary NJ School Performance Reports.

For schools and districts, this information will also be included in the Narrative Section of the detailed NJ School Performance Reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alphanumeric

**Minimum Length:** 1

**Maximum Length:** 200

## Validation Checks

- If SummaryHighlight3 is blank, this field will be excluded from the NJ School Performance Reports.

## Additional Notes

- If you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- Suggested Content:
  - Courses, Curriculum, Instruction
  - Sports
  - Arts
  - Clubs and Activities
  - Awards or Recognitions
  - Staff

## Common Errors

N/A

## Warnings

N/A

---

# MissionVisionTheme

## NJDOE Number

346

## Definition of Data Element

Narrative information about mission, vision, or theme.

## Functional, Policy or Legal Document

This information will be included in the detailed Narrative Section of the NJ School Performance Reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alphanumeric

**Minimum Length:** 1

**Maximum Length:** 1,000

## Validation Checks

- If MissionVisionTheme is blank, this field will be excluded from the NJ School Performance Reports.

## Additional Notes

- If RecordIndicator = S, narrative should be school specific. If RecordIndicator = D, narrative should be district specific.
- If you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- Suggested content:
  - Provide the school or district mission or vision.
  - Provide the school or district theme or concentration.
  - What makes your school/district unique or different?

## Common Errors

N/A

## Warnings

N/A



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# AwardsRecognitionAccomplishments

## NJDOE Number

347

## Definition of Data Element

Narrative information about awards, recognitions, or accomplishments.

## Functional, Policy or Legal Document

This information will be included in the detailed Narrative Section of the NJ School Performance Reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alphanumeric

**Minimum Length:** 1

**Maximum Length:** 1,000

## Validation Checks

- If AwardsRecognitionAccomplishments is blank, this field will be excluded from the NJ School Performance Reports.

## Additional Notes

- If RecordIndicator = S, narrative should be school specific. If RecordIndicator = D, narrative should be district specific.
- If you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- Suggested content:
  - School awards, recognition, or accomplishments
  - Student awards, recognition, or accomplishments (do not disclose specific student information)
  - Staff awards, recognition, or accomplishments

## Common Errors

N/A

## Warnings

N/A

---

# CoursesCurriculumInstruction

## NJDOE Number

348

## Definition of Data Element

Narrative information about courses, curriculum, and/or instruction.

## Functional, Policy or Legal Document

This information will be included in the detailed Narrative Section of the NJ School Performance Reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alphanumeric

**Minimum Length:** 1

**Maximum Length:** 1,000

## Validation Checks

- If CoursesCurriculumInstruction is blank, this field will be excluded from the NJ School Performance Reports.

## Additional Notes

- If RecordIndicator = S, narrative should be school specific. If RecordIndicator = D, narrative should be district specific.
- If you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- Suggested content:
  - Curriculum used and highlighted courses.
  - Advanced Coursework and Enrichment Opportunities, such as Gifted and Talented, Honors, AP/IB, Dual Enrollment.
  - Information on textbooks: age, electronic textbook options.
  - Information on homework: policies, average time spent, supports available (i.e. hotline).

## Common Errors

N/A

## Warnings

N/A

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# SportsOfferedBaseball

## NJDOE Number

349

## Definition of Data Element

An indication if baseball is offered and whether it's offered for boys and/or girls.

## Functional, Policy or Legal Document

This information is used to flag the sports offered in the Narrative Section of the detailed NJ School Performance reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 2

- BG = Baseball is offered for both Boys and Girls
- B = Baseball is offered for only Boys
- G = Baseball is offered for only Girls
- C = Baseball is offered as Co-ed

## Validation Checks

- If SportsOfferedBaseball is blank, this sport will not be listed under Sports offered.
- If all SportsOffered fields are left blank, the "Sports Offered" section will be excluded from the NJ School Performance Reports.

## Additional Notes

- If Baseball is not offered or you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- If RecordIndicator = S, indicate whether the school offers this sport. If RecordIndicator = D, indicate whether the district offers this sport.
- Only the list of sports offered will be displayed in the NJ School Performance Reports.

## Common Errors

N/A

## Warnings

N/A

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# SportsOfferedBasketball

## NJDOE Number

350

## Definition of Data Element

An indication if basketball is offered and whether it's offered for boys and/or girls.

## Functional, Policy or Legal Document

This information is used to flag the sports offered in the Narrative Section of the detailed NJ School Performance reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alpha

**Minimum Length:** 1

**Maximum Length:** 2

- BG = Basketball is offered for both Boys and Girls
- B = Basketball is offered for only Boys
- G = Basketball is offered for only Girls
- C = Basketball is offered as Co-ed

## Validation Checks

- If SportsOfferedBasketball is blank, this sport will not be listed under Sports offered.
- If all SportsOffered fields are left blank, the "Sports Offered" section will be excluded from the NJ School Performance Reports.

## Additional Notes

- If Basketball is not offered or if you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- If RecordIndicator = S, indicate whether the school offers this sport. If RecordIndicator = D, indicate whether the district offers this sport.
- Only the list of sports offered will be displayed in the NJ School Performance Reports.

## Common Errors

N/A

## Warnings

N/A

---

# SportsOfferedBowling

## NJDOE Number

351

## Definition of Data Element

An indication if bowling is offered and whether it's offered for boys and/or girls.

## Functional, Policy or Legal Document

This information is used to flag the sports offered in the Narrative Section of the detailed NJ School Performance reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 2

- BG = Bowling is offered for both Boys and Girls
- B = Bowling is offered for only Boys
- G = Bowling is offered for only Girls
- C = Bowling is offered as Co-ed

## Validation Checks

- If SportsOfferedBowling is blank, this sport will not be listed under Sports offered.
- If all SportsOffered fields are left blank, the "Sports Offered" section will be excluded from the NJ School Performance Reports.

## Additional Notes

- If Bowling is not offered or if you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- If RecordIndicator = S, indicate whether the school offers this sport. If RecordIndicator = D, indicate whether the district offers this sport.
- Only the list of sports offered will be displayed in the NJ School Performance Reports.

## Common Errors

N/A

## Warnings

N/A

---

# SportsOfferedCheerleading

## NJDOE Number

352

## Definition of Data Element

An indication if cheerleading is offered and whether it's offered for boys and/or girls.

## Functional, Policy or Legal Document

This information is used to flag the sports offered in the Narrative Section of the detailed NJ School Performance reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 2

- BG = Cheerleading is offered for both Boys and Girls
- B = Cheerleading is offered for only Boys
- G = Cheerleading is offered for only Girls
- C = Cheerleading is offered as Co-ed

## Validation Checks

- If SportsOfferedCheerleading is blank, this sport will not be listed under Sports offered.
- If all SportsOffered fields are left blank, the "Sports Offered" section will be excluded from the NJ School Performance Reports.

## Additional Notes

- If Cheerleading is not offered or if you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- If RecordIndicator = S, indicate whether the school offers this sport. If RecordIndicator = D, indicate whether the district offers this sport.
- Only the list of sports offered will be displayed in the NJ School Performance Reports.

## Common Errors

N/A

## Warnings

N/A

---

# SportsOfferedCrossCountry

## NJDOE Number

353

## Definition of Data Element

An indication if cross-country is offered and whether it's offered for boys and/or girls.

## Functional, Policy or Legal Document

This information is used to flag the sports offered in the Narrative Section of the detailed NJ School Performance reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 2

- BG = Cross-country is offered for both Boys and Girls
- B = Cross-country is offered for only Boys
- G = Cross-country is offered for only Girls
- C = Cross-country is offered as Co-ed

## Validation Checks

- If SportsOfferedCrossCountry is blank, this sport will not be listed under Sports offered.
- If all SportsOffered fields are left blank, the "Sports Offered" section will be excluded from the NJ School Performance Reports.

## Additional Notes

- If Cross Country is not offered or if you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- If RecordIndicator = S, indicate whether the school offers this sport. If RecordIndicator = D, indicate whether the district offers this sport.
- Only the list of sports offered will be displayed in the NJ School Performance Reports.

## Common Errors

N/A

## Warnings

N/A

---

# SportsOfferedDiving

## NJDOE Number

354

## Definition of Data Element

An indication if diving is offered and whether it's offered for boys and/or girls.

## Functional, Policy or Legal Document

This information is used to flag the sports offered in the Narrative Section of the detailed NJ School Performance reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alpha

**Minimum Length:** 1

**Maximum Length:** 2

- BG = Diving is offered for both Boys and Girls
- B = Diving is offered for only Boys
- G = Diving is offered for only Girls
- C = Diving is offered as Co-ed

## Validation Checks

- If SportsOfferedDiving is blank, this sport will not be listed under Sports offered.
- If all SportsOffered fields are left blank, the "Sports Offered" section will be excluded from the NJ School Performance Reports.

## Additional Notes

- If Diving is not offered or if you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- If RecordIndicator = S, indicate whether the school offers this sport. If RecordIndicator = D, indicate whether the district offers this sport.
- Only the list of sports offered will be displayed in the NJ School Performance Reports.

## Common Errors

N/A

## Warnings

N/A



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# SportsOfferedFencing

## NJDOE Number

355

## Definition of Data Element

An indication if fencing is offered and whether it's offered for boys and/or girls.

## Functional, Policy or Legal Document

This information is used to flag the sports offered in the Narrative Section of the detailed NJ School Performance reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 2

- BG = Fencing is offered for both Boys and Girls
- B = Fencing is offered for only Boys
- G = Fencing is offered for only Girls
- C = Fencing is offered as Co-ed

## Validation Checks

- If SportsOfferedFencing is blank, this sport will not be listed under Sports offered.
- If all SportsOffered fields are left blank, the "Sports Offered" section will be excluded from the NJ School Performance Reports.

## Additional Notes

- If Fencing is not offered or if you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- If RecordIndicator = S, indicate whether the school offers this sport. If RecordIndicator = D, indicate whether the district offers this sport.
- Only the list of sports offered will be displayed in the NJ School Performance Reports.

## Common Errors

N/A

## Warnings

N/A

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---

# SportsOfferedFieldHockey

## NJDOE Number

356

## Definition of Data Element

An indication if field hockey is offered and whether it's offered for boys and/or girls.

## Functional, Policy or Legal Document

This information is used to flag the sports offered in the Narrative Section of the detailed NJ School Performance reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 2

- BG = Field Hockey is offered for both Boys and Girls
- B = Field Hockey is offered for only Boys
- G = Field Hockey is offered for only Girls
- C = Field Hockey is offered as Co-ed

## Validation Checks

- If SportsOfferedFieldHockey is blank, this sport will not be listed under Sports offered.
- If all SportsOffered fields are left blank, the "Sports Offered" section will be excluded from the NJ School Performance Reports.

## Additional Notes

- If Field Hockey is not offered or if you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- If RecordIndicator = S, indicate whether the school offers this sport. If RecordIndicator = D, indicate whether the district offers this sport.
- Only the list of sports offered will be displayed in the NJ School Performance Reports.

## Common Errors

N/A

## Warnings

N/A

---

# SportsOfferedFootball

## NJDOE Number

357

## Definition of Data Element

An indication if football is offered and whether it's offered for boys and/or girls.

## Functional, Policy or Legal Document

This information is used to flag the sports offered in the Narrative Section of the detailed NJ School Performance reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alpha

**Minimum Length:** 1

**Maximum Length:** 2

- BG = Football is offered for both Boys and Girls
- B = Football is offered for only Boys
- G = Football is offered for only Girls
- C = Football is offered as Co-ed

## Validation Checks

- If SportsOfferedFootball is blank, this sport will not be listed under Sports offered.
- If all SportsOffered fields are left blank, the "Sports Offered" section will be excluded from the NJ School Performance Reports.

## Additional Notes

- If Football is not offered or if you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- If RecordIndicator = S, indicate whether the school offers this sport. If RecordIndicator = D, indicate whether the district offers this sport.
- Only the list of sports offered will be displayed in the NJ School Performance Reports.

## Common Errors

N/A

## Warnings

N/A

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# SportsOfferedGolf

## NJDOE Number

358

## Definition of Data Element

An indication if golf is offered and whether it's offered for boys and/or girls.

## Functional, Policy or Legal Document

This information is used to flag the sports offered in the Narrative Section of the detailed NJ School Performance reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alpha

**Minimum Length:** 1

**Maximum Length:** 2

- BG = Golf is offered for both Boys and Girls
- B = Golf is offered for only Boys
- G = Golf is offered for only Girls
- C = Golf is offered as Co-ed

## Validation Checks

- If SportsOfferedGolf is blank, this sport will not be listed under Sports offered.
- If all SportsOffered fields are left blank, the "Sports Offered" section will be excluded from the NJ School Performance Reports.

## Additional Notes

- If Golf is not offered or if you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- If RecordIndicator = S, indicate whether the school offers this sport. If RecordIndicator = D, indicate whether the district offers this sport.
- Only the list of sports offered will be displayed in the NJ School Performance Reports.

## Common Errors

N/A

## Warnings

N/A

---

# SportsOfferedGymnastics

## NJDOE Number

359

## Definition of Data Element

An indication if gymnastics is offered and whether it's offered for boys and/or girls.

## Functional, Policy or Legal Document

This information is used to flag the sports offered in the Narrative Section of the detailed NJ School Performance reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 2

- BG = Gymnastics is offered for both Boys and Girls
- B = Gymnastics is offered for only Boys
- G = Gymnastics is offered for only Girls
- C = Gymnastics is offered as Co-ed

## Validation Checks

- If SportsOfferedGymnastics is blank, this sport will not be listed under Sports offered.
- If all SportsOffered fields are left blank, the "Sports Offered" section will be excluded from the NJ School Performance Reports.

## Additional Notes

- If Gymnastics is not offered or if you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- If RecordIndicator = S, indicate whether the school offers this sport. If RecordIndicator = D, indicate whether the district offers this sport.
- Only the list of sports offered will be displayed in the NJ School Performance Reports.

## Common Errors

N/A

## Warnings

N/A

---

# SportsOfferedIceHockey

## NJDOE Number

360

## Definition of Data Element

An indication if ice hockey is offered and whether it's offered for boys and/or girls.

## Functional, Policy or Legal Document

This information is used to flag the sports offered in the Narrative Section of the detailed NJ School Performance reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alpha

**Minimum Length:** 1

**Maximum Length:** 2

- BG = Ice Hockey is offered for both Boys and Girls
- B = Ice Hockey is offered for only Boys
- G = Ice Hockey is offered for only Girls
- C = Ice Hockey is offered as Co-ed

## Validation Checks

- If SportsOfferedIceHockey is blank, this sport will not be listed under Sports offered.
- If all SportsOffered fields are left blank, the "Sports Offered" section will be excluded from the NJ School Performance Reports.

## Additional Notes

- If Ice Hockey is not offered or if you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- If RecordIndicator = S, indicate whether the school offers this sport. If RecordIndicator = D, indicate whether the district offers this sport.
- Only the list of sports offered will be displayed in the NJ School Performance Reports.

## Common Errors

N/A

## Warnings

N/A

---

# SportsOfferedLacrosse

## NJDOE Number

361

## Definition of Data Element

An indication if lacrosse is offered and whether it's offered for boys and/or girls.

## Functional, Policy or Legal Document

This information is used to flag the sports offered in the Narrative Section of the detailed NJ School Performance reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alpha

**Minimum Length:** 1

**Maximum Length:** 2

- BG = Lacrosse is offered for both Boys and Girls
- B = Lacrosse is offered for only Boys
- G = Lacrosse is offered for only Girls
- C = Lacrosse is offered as Co-ed

## Validation Checks

- If SportsOfferedLacrosse is blank, this sport will not be listed under Sports offered.
- If all SportsOffered fields are left blank, the "Sports Offered" section will be excluded from the NJ School Performance Reports.

## Additional Notes

- If Lacrosse is not offered or if you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- If RecordIndicator = S, indicate whether the school offers this sport. If RecordIndicator = D, indicate whether the district offers this sport.
- Only the list of sports offered will be displayed in the NJ School Performance Reports.

## Common Errors

N/A

## Warnings

N/A

-

---

# SportsOfferedSkiing

## NJDOE Number

362

## Definition of Data Element

An indication if skiing is offered and whether it's offered for boys and/or girls.

## Functional, Policy or Legal Document

This information is used to flag the sports offered in the Narrative Section of the detailed NJ School Performance reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alpha

**Minimum Length:** 1

**Maximum Length:** 2

- BG = Skiing is offered for both Boys and Girls
- B = Skiing is offered for only Boys
- G = Skiing is offered for only Girls
- C = Skiing is offered as Co-ed

## Validation Checks

- If SportsOfferedSkiing is blank, this sport will not be listed under Sports offered.
- If all SportsOffered fields are left blank, the "Sports Offered" section will be excluded from the NJ School Performance Reports.

## Additional Notes

- If Skiing is not offered or if you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- If RecordIndicator = S, indicate whether the school offers this sport. If RecordIndicator = D, indicate whether the district offers this sport.
- Only the list of sports offered will be displayed in the NJ School Performance Reports.

## Common Errors

N/A

## Warnings

N/A



---

# SportsOfferedSoccer

## NJDOE Number

363

## Definition of Data Element

An indication if soccer is offered and whether it's offered for boys and/or girls.

## Functional, Policy or Legal Document

This information is used to flag the sports offered in the Narrative Section of the detailed NJ School Performance reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alpha

**Minimum Length:** 1

**Maximum Length:** 2

- BG = Soccer is offered for both Boys and Girls
- B = Soccer is offered for only Boys
- G = Soccer is offered for only Girls
- C = Soccer is offered as Co-ed

## Validation Checks

- If SportsOfferedSoccer is blank, this sport will not be listed under Sports offered.
- If all SportsOffered fields are left blank, the "Sports Offered" section will be excluded from the NJ School Performance Reports.

## Additional Notes

- If Soccer is not offered or if you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- If RecordIndicator = S, indicate whether the school offers this sport. If RecordIndicator = D, indicate whether the district offers this sport.
- Only the list of sports offered will be displayed in the NJ School Performance Reports.

## Common Errors

N/A

## Warnings

N/A

---

# SportsOfferedSoftball

## NJDOE Number

364

## Definition of Data Element

An indication if softball is offered and whether it's offered for boys and/or girls.

## Functional, Policy or Legal Document

This information is used to flag the sports offered in the Narrative Section of the detailed NJ School Performance reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alpha

**Minimum Length:** 1

**Maximum Length:** 2

- BG = Softball is offered for both Boys and Girls
- B = Softball is offered for only Boys
- G = Softball is offered for only Girls
- C = Softball is offered as Co-ed

## Validation Checks

- If SportsOfferedSoftball is blank, this sport will not be listed under Sports offered.
- If all SportsOffered fields are left blank, the "Sports Offered" section will be excluded from the NJ School Performance Reports.

## Additional Notes

- If Softball is not offered or if you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- If RecordIndicator = S, indicate whether the school offers this sport. If RecordIndicator = D, indicate whether the district offers this sport.
- Only the list of sports offered will be displayed in the NJ School Performance Reports.

## Common Errors

N/A

## Warnings

N/A

---

# SportsOfferedSwimming

## NJDOE Number

365

## Definition of Data Element

An indication if swimming is offered and whether it's offered for boys and/or girls.

## Functional, Policy or Legal Document

This information is used to flag the sports offered in the Narrative Section of the detailed NJ School Performance reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alpha

**Minimum Length:** 1

**Maximum Length:** 2

- BG = Swimming is offered for both Boys and Girls
- B = Swimming is offered for only Boys
- G = Swimming is offered for only Girls
- C = Swimming is offered as Co-ed

## Validation Checks

- If SportsOfferedSwimming is blank, this sport will not be listed under Sports offered.
- If all SportsOffered fields are left blank, the "Sports Offered" section will be excluded from the NJ School Performance Reports.

## Additional Notes

- If Swimming is not offered or if you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- If RecordIndicator = S, indicate whether the school offers this sport. If RecordIndicator = D, indicate whether the district offers this sport.
- Only the list of sports offered will be displayed in the NJ School Performance Reports.

## Common Errors

N/A

## Warnings

N/A

---

# SportsOfferedTennis

## NJDOE Number

366

## Definition of Data Element

An indication if tennis is offered and whether it's offered for boys and/or girls.

## Functional, Policy or Legal Document

This information is used to flag the sports offered in the Narrative Section of the detailed NJ School Performance reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alpha

**Minimum Length:** 1

**Maximum Length:** 2

- BG = Tennis is offered for both Boys and Girls
- B = Tennis is offered for only Boys
- G = Tennis is offered for only Girls
- C = Tennis is offered as Co-ed

## Validation Checks

- If SportsOfferedTennis is blank, this sport will not be listed under Sports offered.
- If all SportsOffered fields are left blank, the "Sports Offered" section will be excluded from the NJ School Performance Reports.

## Additional Notes

- If Tennis is not offered or if you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- If RecordIndicator = S, indicate whether the school offers this sport. If RecordIndicator = D, indicate whether the district offers this sport.
- Only the list of sports offered will be displayed in the NJ School Performance Reports.

## Common Errors

N/A

## Warnings

N/A

---

# SportsOfferedTrackandFieldSpring

## NJDOE Number

367

## Definition of Data Element

An indication if Spring Track and Field is offered and whether it's offered for boys and/or girls.

## Functional, Policy or Legal Document

This information is used to flag the sports offered in the Narrative Section of the detailed NJ School Performance reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 2

- BG = Track and Field Spring is offered for both Boys and Girls
- B = Track and Field Spring is offered for only Boys
- G = Track and Field Spring is offered for only Girls
- C = Track and Field Spring is offered as Co-ed

## Validation Checks

- If SportsOfferedTrackandFieldSpring is blank, this sport will not be listed under Sports offered.
- If all SportsOffered fields are left blank, the "Sports Offered" section will be excluded from the NJ School Performance Reports.

## Additional Notes

- If Spring Track and Field is not offered or if you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- If RecordIndicator = S, indicate whether the school offers this sport. If RecordIndicator = D, indicate whether the district offers this sport.
- Only the list of sports offered will be displayed in the NJ School Performance Reports.

## Common Errors

N/A

## Warnings

N/A

---

# SportsOfferedTrackandFieldWinter

## NJDOE Number

368

## Definition of Data Element

An indication if Winter Track and Field is offered and whether it's offered for boys and/or girls.

## Functional, Policy or Legal Document

This information is used to flag the sports offered in the Narrative Section of the detailed NJ School Performance reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

Type: Alpha

Minimum Length: 1

Maximum Length: 2

- BG = Track and Field Winter is offered for both Boys and Girls
- B = Track and Field Winter is offered for only Boys
- G = Track and Field Winter is offered for only Girls
- C = Track and Field Winter is offered as Co-ed

## Validation Checks

- If SportsOfferedTrackandFieldWinter is blank, this sport will not be listed under Sports offered.
- If all SportsOffered fields are left blank, the "Sports Offered" section will be excluded from the NJ School Performance Reports.

## Additional Notes

- If Winter Track and Field is not offered or if you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- If RecordIndicator = S, indicate whether the school offers this sport. If RecordIndicator = D, indicate whether the district offers this sport.
- Only the list of sports offered will be displayed in the NJ School Performance Reports.

## Common Errors

N/A

## Warnings

N/A

---

# SportsOfferedVolleyball

## NJDOE Number

369

## Definition of Data Element

An indication if volleyball is offered and whether it's offered for boys and/or girls.

## Functional, Policy or Legal Document

This information is used to flag the sports offered in the Narrative Section of the detailed NJ School Performance reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alpha

**Minimum Length:** 1

**Maximum Length:** 2

- BG = Volleyball is offered for both Boys and Girls
- B = Volleyball is offered for only Boys
- G = Volleyball is offered for only Girls
- C = Volleyball is offered as Co-ed

## Validation Checks

- If SportsOfferedVolleyball is blank, this sport will not be listed under Sports offered.
- If all SportsOffered fields are left blank, the Sports Offered section will be excluded from the NJ School Performance Reports.

## Additional Notes

- If Volleyball is not offered or if you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- If RecordIndicator = S, indicate whether the school offers this sport. If RecordIndicator = D, indicate whether the district offers this sport.
- Only the list of sports offered will be displayed in the NJ School Performance Reports.

## Common Errors

N/A

## Warnings

N/A

---

# SportsOfferedWrestling

## NJDOE Number

370

## Definition of Data Element

An indication if wrestling is offered and whether it's offered for boys and/or girls.

## Functional, Policy or Legal Document

This information is used to flag the sports offered in the Narrative Section of the detailed NJ School Performance reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alpha

**Minimum Length:** 1

**Maximum Length:** 2

- BG = Wrestling is offered for both Boys and Girls
- B = Wrestling is offered for only Boys
- G = Wrestling is offered for only Girls
- C = Wrestling is offered as Co-ed

## Validation Checks

- If SportsOfferedWrestling is blank, this sport will not be listed under Sports offered.
- If all SportsOffered fields are left blank, the "Sports Offered" section will be excluded from the NJ School Performance Reports.

## Additional Notes

- If Wrestling is not offered or if you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- If RecordIndicator = S, indicate whether the school offers this sport. If RecordIndicator = D, indicate whether the district offers this sport.
- Only the list of sports offered will be displayed in the NJ School Performance Reports.

## Common Errors

N/A

## Warnings

N/A



---

# SportsandAthletics

## NJDOE Number

371

## Definition of Data Element

Narrative information about sports and athletics.

## Functional, Policy or Legal Document

This information will be included in the detailed Narrative Section of the NJ School Performance Reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alphanumeric

**Minimum Length:** 1

**Maximum Length:** 1,000

## Validation Checks

- If SportsandAthletics is blank, this field will be excluded from the NJ School Performance Reports.

## Additional Notes

- If RecordIndicator = S, narrative should be school specific. If RecordIndicator = D, narrative should be district specific.
  - If you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- Suggested content:
  - Highlights related to your sports and athletics program.
  - List any sports or athletics not included in the previous list.

## Common Errors

N/A

## Warnings

N/A

---

# ClubsandActivities

## NJDOE Number

372

## Definition of Data Element

Narrative information about clubs and activities.

## Functional, Policy or Legal Document

This information will be included in the detailed Narrative Section of the NJ School Performance Reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alphanumeric

**Minimum Length:** 1

**Maximum Length:** 1,000

## Validation Checks

- If ClubsandActivities is blank, this field will be excluded from the NJ School Performance Reports.

## Additional Notes

- If RecordIndicator = S, narrative should be school specific. If RecordIndicator = D, narrative should be district specific.
- If you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- Suggested content:
  - Clubs at the school or district
  - Co-curricular and extra-curricular activities offered.
  - Arts programs and/or competitions that students participate in.
  - Volunteer opportunities for students.

## Common Errors

N/A

## Warnings

N/A

---

# ClimateSurveyIndicator

## NJDOE Number

373

## Definition of Data Element

An indication of whether a School Climate Survey is used.

## Functional, Policy or Legal Document

The information is used to flag whether a School Climate Survey is used in the detailed Narrative Section of the NJ School Performance Reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alpha

**Minimum Length:** 1

**Maximum Length:** 1

Y = Yes

N = No

## Validation Checks

- If ClimateSurveyIndicator is blank, this field will be excluded from the NJ School Performance Reports.

## Additional Notes

- If RecordIndicator = S, indicate whether the school uses a School Climate Survey (may be a district run survey). If RecordIndicator = D, indicate whether the district uses a School Climate Survey.

## Common Errors

N/A

## Warnings

N/A

---

# ClimateSurveyStudents

## NJDOE Number

374

## Definition of Data Element

An indication of if the School Climate Survey was completed by students.

## Functional, Policy or Legal Document

The information is used to list who takes School Climate Surveys in the detailed Narrative Section of the NJ School Performance Reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alpha

**Minimum Length:** 1

**Maximum Length:** 1

Y = Yes

N = No

## Validation Checks

- If ClimateSurveyIndicator is N for No, then leave this field blank.
- If ClimateSurveyStudents is blank, this field will be excluded from the NJ School Performance Reports.

## Additional Notes

- If RecordIndicator = S, indicate who takes the school's climate survey. If RecordIndicator = D, indicate who takes climate surveys in the district.
- If you wish to exclude this information from the NJ School Performance Reports, leave this field blank.

## Common Errors

N/A

## Warnings

N/A

---

# ClimateSurveyParents

## NJDOE Number

375

## Definition of Data Element

An indication of if the School Climate Survey was completed by Parents.

## Functional, Policy or Legal Document

The information is used to list who takes School Climate Surveys in the detailed Narrative Section of the NJ School Performance Reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alpha

**Minimum Length:** 1

**Maximum Length:** 1

Y = Yes

N = No

## Validation Checks

- If ClimateSurveyIndicator is N for No, then leave this field blank.
- If ClimateSurveyParents is blank, this field will be excluded from the NJ School Performance Reports.

## Additional Notes

- If RecordIndicator = S, indicate who takes the school's climate survey. If RecordIndicator = D, indicate who takes climate surveys in the district.
- If you wish to exclude this information from the NJ School Performance Reports, leave this field blank.

## Common Errors

N/A

## Warnings

N/A

---

# ClimateSurveyAdmin

## NJDOE Number

376

## Definition of Data Element

An indication of if the School Climate Survey was completed by administration.

## Functional, Policy or Legal Document

The information is used to list who takes School Climate Surveys in the detailed Narrative Section of the NJ School Performance Reports.

## Is This Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alpha

**Minimum Length:** 1

**Maximum Length:** 1

Y = Yes

N = No

## Validation Checks

- If ClimateSurveyIndicator is N for No, then leave this field blank.
- If ClimateSurveyAdmin is blank, this field will be excluded from the NJ School Performance Reports.

## Additional Notes

- If RecordIndicator = S, indicate who takes the school's climate survey. If RecordIndicator = D, indicate who the climate surveys in the district.
- If you wish to exclude this information from the NJ School Performance Reports, leave this field blank.

## Common Errors

N/A

## Warnings

N/A

---

# ClimateSurveyTeachers

## NJDOE Number

377

## Definition of Data Element

An indication of if the School Climate Survey was completed by teachers.

## Functional, Policy or Legal Document

The information is used to list who takes School Climate Surveys in the detailed Narrative Section of the NJ School Performance Reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alpha

**Minimum Length:** 1

**Maximum Length:** 1

Y = Yes

N = No

## Validation Checks

- If ClimateSurveyIndicator is N for No, then leave this field blank.
- If ClimateSurveyTeachers is blank, this field will be excluded from the NJ School Performance Reports.

## Additional Notes

- If RecordIndicator = S, indicate who takes the school's climate survey. If RecordIndicator = D, indicate who takes climate surveys in the district.
- If you wish to exclude this information from the NJ School Performance Reports, leave this field blank.

## Common Errors

N/A

## Warnings

N/A

---

# ClimateSurvey

## NJDOE Number

378

## Definition of Data Element

Narrative information about the School Climate Survey.

## Functional, Policy or Legal Document

This information will be included in the detailed Narrative Section of the NJ School Performance Reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alphanumeric

**Minimum Length:** 1

**Maximum Length:** 1,000

## Validation Checks

- If ClimateSurveyIndicator is N for No, then leave this field blank.
- If ClimateSurvey is blank, this field will be excluded from the NJ School Performance Reports.

## Additional Notes

- If RecordIndicator = S, narrative should be school specific. If RecordIndicator = D, narrative should be district specific.
- If you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- Suggested content:
  - Describe the climate surveys used.
  - Details of the frequency of the survey and results are used and communicated.
  - Any results from the survey that you would like to share/highlight.

## Common Errors

N/A

## Warnings

N/A



---

# BeforeandAfterSchoolPrograms

## NJDOE Number

379

## Definition of Data Element

Narrative information about Before and After School Programs

## Functional, Policy or Legal Document

This information will be included in the detailed Narrative Section of the NJ School Performance Reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alphanumeric

**Minimum Length:** 1

**Maximum Length:** 1,000

## Validation Checks

- If BeforeandAfterSchoolPrograms is blank, this field will be excluded from the NJ School Performance Reports.

## Additional Notes

- If RecordIndicator = S, narrative should be school specific. If RecordIndicator = D, narrative should be district specific.
- If you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- Suggested content:
  - Types of before and after school programs (outside of clubs and activities) that are offered.
  - Who runs the programs and the age ranges they serve?

## Common Errors

N/A

## Warnings

N/A

---

# StaffandProfessionalLearning

## NJDOE Number

380

## Definition of Data Element

Narrative information about staff and professional learning.

## Functional, Policy or Legal Document

This information will be included in the detailed Narrative Section of the NJ School Performance Reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alphanumeric

**Minimum Length:** 1

**Maximum Length:** 1,000

## Validation Checks

- If StaffandProfessionalLearning is blank, this field will be excluded from the NJ School Performance Reports.

## Additional Notes

- If RecordIndicator = S, narrative should be school specific. If RecordIndicator = D, narrative should be district specific.
- If you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- Suggested content:
  - Types of professional learning that your teachers and administrators are engaged in.
  - Types of collaborative opportunities and professional learning communities that are available to staff to support the needs of their students.
  - Share any other highlights or characteristics about your staff and their work.

## Common Errors

N/A

## Warnings

N/A

---

# Postsecondary

## NJDOE Number

381

## Definition of Data Element

Narrative information about postsecondary supports, programs, and enrollment.

## Functional, Policy or Legal Document

This information will be included in the detailed Narrative Section of the NJ School Performance Reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alphanumeric

**Minimum Length:** 1

**Maximum Length:** 1,000

## Validation Checks

- If Postsecondary is blank, this field will be excluded from the NJ School Performance Reports.

## Additional Notes

- If RecordIndicator = S, narrative should be school specific. If RecordIndicator = D, narrative should be district specific.
- If you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- Suggested content:
  - The percentage of students that apply or are accepted to college.
  - Programs to support students in applying to college or for financial aid.
  - Programs to support students taking college entrance exams like the SAT or ACT (school-day testing, fee waivers, etc.).
  - Offer what students are doing after graduation other than college (military, career, etc.).
  - List the colleges and universities that students from your school are attending.

## Common Errors

N/A

## Warnings

N/A

---

# StudentSupportsandServices

## NJDOE Number

382

## Definition of Data Element

Narrative information about student support and services.

## Functional, Policy or Legal Document

This information will be included in the detailed Narrative Section of the NJ School Performance Reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alphanumeric

**Minimum Length:** 1

**Maximum Length:** 1,000

## Validation Checks

- If StudentSupportsandServices is blank, this field will be excluded from the NJ School Performance Reports.

## Additional Notes

- If RecordIndicator = S, narrative should be school specific. If RecordIndicator = D, narrative should be district specific.
- If you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- Suggested content:
  - Supports and services for English Language Learners.
  - Support and services for Students with disabilities.
  - Supports and services for students that are struggling - i.e. tutoring, extra help, etc.
  - Intervention and referral services designed to assist students who are experiencing learning, behavior, or health difficulties.

## Common Errors

N/A

## Warnings

N/A

---

# StudentHealthandWellness

## NJDOE Number

383

## Definition of Data Element

Narrative information about student health and wellness programs.

## Functional, Policy or Legal Document

This information will be included in the detailed Narrative Section of the NJ School Performance Reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alphanumeric

**Minimum Length:** 1

**Maximum Length:** 1,000

## Validation Checks

- If StudentHealthandWellness is blank, this field will be excluded from the NJ School Performance Reports.

## Additional Notes

- If RecordIndicator = S, narrative should be school specific. If RecordIndicator = D, narrative should be district specific.
- If you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- Suggested content:
  - Types of programs offered to promote the health and wellness of students.
  - Describe whether nutrition or breakfast programs are offered.
  - Types of physical activity students engage in during the day (physical education, recess, etc.).

## Common Errors

N/A

## Warnings

N/A

---

# ParentCommunityInvolvement

## NJDOE Number

384

## Definition of Data Element

Narrative information about parent and community involvement.

## Functional, Policy or Legal Document

This information will be included in the detailed Narrative Section of the NJ School Performance Reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alphanumeric

**Minimum Length:** 1

**Maximum Length:** 1,000

## Validation Checks

- If ParentCommunityInvolvement is blank, this field will be excluded from the NJ School Performance Reports.

## Additional Notes

- If RecordIndicator = S, narrative should be school specific. If RecordIndicator = D, narrative should be district specific.
- If you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- Suggested content:
  - Parent groups (PTA/PTO, Special Education Advisory Group (SEPAG)). Do they exist and how are parents involved?
  - List the types of events offered to involve parents and the community in the school.
  - Describe whether there is a Parent Portal and how parents access it.
  - List partnerships with the community or local organizations.

## Common Errors

N/A

## Warnings

N/A

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# Facilities

## NJDOE Number

385

## Definition of Data Element

Narrative information about facilities and buildings.

## Functional, Policy or Legal Document

This information will be included in the detailed Narrative Section of the NJ School Performance Reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alphanumeric

**Minimum Length:** 1

**Maximum Length:** 1,000

## Validation Checks

- If Facilities is blank, this field will be excluded from the NJ School Performance Reports.

## Additional Notes

- If RecordIndicator = S, narrative should be school specific. If RecordIndicator = D, narrative should be district specific.
- If you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- Suggested content:
  - Provide information the age of building(s) and whether there have been any recent renovations.
  - List facilities such as library, science or computer labs, art rooms, gymnasiums, or other specialized rooms.
  - Describe whether your building or buildings have air conditioning.
  - Offer other unique features of your building or facility.

## Common Errors

N/A

## Warnings

N/A

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# SchoolSafety

## NJDOE Number

386

## Definition of Data Element

Narrative information about school safety.

## Functional, Policy or Legal Document

This information will be included in the detailed Narrative Section of the NJ School Performance Reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alphanumeric

**Minimum Length:** 1

**Maximum Length:** 1,000

## Validation Checks

- If SchoolSafety is blank, this field will be excluded from the NJ School Performance Reports.

## Additional Notes

- If RecordIndicator = S, narrative should be school specific. If RecordIndicator = D, narrative should be district specific.
- If you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- Suggested content:
  - Measures taken to ensure student safety
  - Programs in the school/district to help maintain a safe school environment
  - Information about the security staff at the school/district

## Common Errors

N/A

## Warnings

N/A



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# TechnologySTEM

## NJDOE Number

387

## Definition of Data Element

Narrative information about Technology and STEM.

## Functional, Policy or Legal Document

This information will be included in the detailed Narrative Section of the NJ School Performance Reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alphanumeric

**Minimum Length:** 1

**Maximum Length:** 1,000

## Validation Checks

- If TechnologySTEM is blank, this field will be excluded from the NJ School Performance Reports.

## Additional Notes

- If RecordIndicator = S, narrative should be school specific. If RecordIndicator = D, narrative should be district specific.
- If you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- Suggested content:
  - Explain ways in which technology is incorporated into the curriculum
  - STEM classes, clubs, and programs at the school
  - Technology resources in the school: Devices, smartboards, tablets, etc.

## Common Errors

N/A

## Warnings

N/A

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# Early Childhood

## NJDOE Number

388

## Definition of Data Element

Narrative information about Early Childhood Education and Preschool programs.

## Functional, Policy or Legal Document

This information will be included in the detailed Narrative Section of the NJ School Performance Reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alphanumeric

**Minimum Length:** 1

**Maximum Length:** 1,000

## Validation Checks

- If Early Childhood is blank, this field will be excluded from the NJ School Performance Reports.

## Additional Notes

- If RecordIndicator = S, narrative should be school specific. If RecordIndicator = D, narrative should be district specific.
- If you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- Suggested content:
  - Describe the programs offered - type, class size, hours
  - Explain how your program is currently funded (PEA, Title I, local funds, or parent pay)
  - Explain if you contract with private providers and/or Head Start
  - Explain if there is a waiting list for your program

## Common Errors

N/A

## Warnings

N/A

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# SpecialTopic

## NJDOE Number

407

## Definition of Data Element

Narrative information about special topics. For the Fall 2022 submission, this data element will be used to collect information on district response to the Novel Coronavirus (COVID-19) pandemic.

## Functional, Policy or Legal Document

This information will be included in the detailed Narrative Section of the NJ School Performance Reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alphanumeric

**Minimum Length:** 1

**Maximum Length:** 1,000

## Validation Checks

- If SpecialTopic is blank, this field will be excluded from the NJ School Performance Reports.

## Additional Notes

- If RecordIndicator = S, narrative should be school specific. If RecordIndicator = D, narrative should be district specific.
- If you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- Information collected in Fall 2022 will be used to populate an "Addressing the Impact of COVID-19" narrative field in the 2021-22 School Performance Reports. Districts may want to include:
  - How is the district using ESSER funds to address the impacts of the COVID-19 pandemic?
  - What are ways the district is addressing learning loss among students, particularly for student groups that may have been more affected than others?
  - What types of activities have been offered, such as summer learning or afterschool programs?
  - What types of mental health services and supports have been offered to students?

## Common Errors

N/A

## Warnings

N/A

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# OtherInformation

## NJDOE Number

389

## Definition of Data Element

Narrative information that covers any topics or highlights not previously covered in other narrative categories.

## Functional, Policy or Legal Document

This information will be included in the detailed Narrative Section of the NJ School Performance Reports.

## Is this Data Element Required?

No, this data element is not required.

## Acceptable Values

**Type:** Alphanumeric

**Minimum Length:** 1

**Maximum Length:** 2,000

## Validation Checks

- If OtherInformation is blank, this field will be excluded from the NJ School Performance Reports.

## Additional Notes

- If RecordIndicator = S, narrative should be school specific. If RecordIndicator = D, narrative should be district specific.
- If you wish to exclude this information from the NJ School Performance Reports, leave this field blank.
- Suggested content:
  - School day structure
  - Communications
  - Admissions Information: choice status, tuition students, lotteries, sending/feeding patterns
  - Uniform policy
  - Transportation options

## Common Errors

N/A

## Warnings

N/A