



SRC 05 - Distribute to: Superintendents, Principals, DAC and SRC contacts

Date: Week of July 28, 2026

SUBJECT LINE: School Report Card Update

Kentucky School Profile Report and Collection Reminders

The School Profile Report is an annual requirement of [KRS 158.6453](#) Section 20(b); each school must make their annual School Profile Report available in the local board office by Oct. 1. The School Profile Report provides schools with the opportunity to showcase their career studies (including essential workplace ethics), health education and physical education, visual and performing arts, and world languages programs. [Collection items](#) that are entered into these domains of the collection tool and the course offering detail loaded by the Kentucky Department of Education (KDE), populate the School Profile Report and the Educational Opportunity/General Education Coursework domain of the School Report Card Dashboard. Only A1, A2, A3, A5, A8, B1 and D1 classified schools need to complete the School Profile Report.

Schools should begin entering data into the [School Report Card \(SRC\) Portal](#), Collection/ Submit Collection Data tool now. The [School Profile Collection Tool Guidance](#) can help guide this work. The [Submit Collection Data](#) and the [Submit Messages](#) User Guides provide step by step details on how to enter data into the Collection Tool. The Collection tool closes Sept. 25.

Once all data is entered, schools can print the School Profile Report from the School Collection Status page under the Actions column heading. The red document icon is for downloading the School Profile Report. The report can also be downloaded from the preview landing page for each school. Schools are responsible for verification of all data on their School Profile Report before gathering signatures.

Completing the School Profile Report early allows time to gather signatures of principals, school-based decision making (SDBM) committee members and superintendents, as applicable, to meet the Oct. 1 due date. The School Profile Report is also available on the School Report Card Dashboard landing page and will be part of the mid-October public release of 2025-2026 data.

Other collection data including Access to Technology, Ineffective Teachers, Parent Involvement, Precautionary Measures and Superintendent Message, must also be entered no later than Sept. 25 for the 2025-2026 School Report Card.

The [School Report Card Resources webpage](#) is the central repository for communications and resources.

CONTACTS

- For questions related to AnLar's access and functionality, contact the [AnLar Helpdesk email](#) or call (502) 509-0041 between 8 a.m. and 6 p.m. ET.
- Email [Caryn Davidson](#) for School Profile Report questions.
- Email [Windy Spalding](#) for precautionary measures and parental involvement questions.
- Email [Ben Maynard](#) for access to technology questions.
- Email [Tessa Harris](#) regarding ineffective teacher questions.



- Email [KDE Data Services](#) for general questions.
- Email [KDE DAC Information](#) for assessment and accountability questions

Distributed to: Superintendents in Commissioner's Message

The School Profile Report is an annual requirement of [KRS 158.6453](#) Section 20(b); each school must make their annual School Profile Report available in the local board office by Oct. 1. The School Profile Report provides schools with the opportunity to showcase their career studies (including essential workplace ethics), health education and physical education, visual and performing arts, and world languages programs. [Collection items](#) that are entered into these domains of the collection tool and the course offering detail loaded by the Kentucky Department of Education (KDE), populate the School Profile Report and the Educational Opportunity/General Education Coursework domain of the School Report Card Dashboard.

Schools should begin entering data into the [School Report Card \(SRC\) Portal](#), Collection/ Submit Collection Data tool now. Other collection data including Access to Technology, Ineffective Teachers, Parent Involvement, Precautionary Measures and Superintendent Message, must also be entered no later than Sept. 25 for the 2025-2026 School Report Card.