

MEMORANDUM

TO: District Superintendents
Student Services Directors
Incident Management Coordinators
Attendance Supervisors

FROM: Tonia Smith
Director, Office of Student Support

DATE: May 20, 2025

RE: 2024-25 Discipline, Truancy and Chronic Absenteeism Data Verification

The 2024 –25 Discipline, Truancy and Chronic Absenteeism data are now posted in the Accountability Data Transfer (ADT) System/Report Portal for review. It is critical that each district reviews, corrects, and confirms the accuracy of the data by **June 16, 2025, at 9:00 am**, as these data will be used for state and federal reporting.

To ensure that the 2024–25 Discipline, Truancy, and Chronic Absenteeism data submitted on behalf of your respective districts are correct before the SCDE publishes required state and federal reports, please adhere to following the timeline below:

May 8, 2025 – June 16, 2025, at 9:00 am	Time period for 180th-day early validation. Data will be posted daily. It must be reviewed, corrected and submitted in PowerSchool within this timeframe.
June 25, 2025	After you have confirmed that your district’s data have been reviewed and corrected, please ask the appropriate individual to complete the Data Verification Survey .

If you have questions about the data upload, please contact PowerSchool at powerschool@ed.sc.gov or 803-734-0065. If you have questions about data coding, please contact the Aveene Coleman at discipline@ed.sc.gov or 803-734-3057.