



# PUBLIC SCHOOLS OF NORTH CAROLINA

DEPARTMENT OF PUBLIC INSTRUCTION | Catherine Truitt, *Superintendent of Public Instruction*

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**TO** Superintendents  
Charter School Directors  
Principals  
Data Coordinators

**FROM** Catherine Truitt

**DATE** September 1, 2022

## SYNOPSIS OF REQUIREMENTS REGARDING MILITARY AND MILITARY FAMILIES

North Carolina has a proud tradition of supporting the military and its families. Below is a summary of legal requirements and/or resources pertaining to the military and military-connected students in five key areas:

### Military Student Identifier Annual Data Collection

The military student identifier is a required annual collection of data on military-connected students. The data collection should be updated by providing a form (paper or electronic) to the parent once at the beginning of each school year. LEAs are required to enter and update the data from these forms into PowerSchool. NC DPI recommends completing these updates by December 15, 2022. A [QRD](#) is available for PowerSchool functionality on the military student identifier. An updated [sample form](#) is available.

#### When reviewing this information please keep the following in mind:

**IMPORTANT:** The field options **must** be in place as described even if the form has been edited for local use. There must be room for six relationships included on the local form. The form must also describe these specific values:

- **Relationship:** Mother, Father, Stepfather, Stepmother, Guardian, Sibling, Other
- **Branches:** Air Force, Army, Coast Guard, Marine Corps, Navy, Space Force
- **Status Options:** Active Duty, Activated Guard/Reserve, National Guard, Reserves, Retired Military, Disabled Veteran, Veteran, Federal Civil Service, Deceased, Deceased – KIA, Foreign Military
- **Pay Grade (Optional):** Enlisted (“E 1” through “E 9” separately), Warrant Officer (“W1” through “W 5” separately), Officer (“O 1” through “O 10” separately). E 1, E 2, E 3, E 4, E 5, E 6, E 7, E 8, E 9, W 1, W 2, W 3, W 4, W 5, O 1, O 2, O 3, O 4, O 5, O 6, O 7, O 8, O 9, O 10 are the required value list names. Previously some systems interpreted this too literally e.g. “E 1 through E 9”. Any previously used dashes should be removed.
- **Military Installation (Optional):** The facility where the service member fulfills their duty role in the military. [text field in PS]  
(e.g. Fort Bragg, NG Raleigh Armory, Knightdale Reserve Center etc.)
- **Unit or Squadron (NOT REQUIRED):** This field has been repurposed as a “Note” labelled text field in PowerSchool and will still be optional.

### Military Connected data Integrity Issues that Require Correction

#### INNOVATIVE PRACTICES AND PROGRAMS

Dr. Angie Mullennix, *Director* | [angie.mullennix@dpi.nc.gov](mailto:angie.mullennix@dpi.nc.gov)

6301 Mail Service Center, Raleigh, North Carolina 27699-6301 | (984) 236-2751 | Fax (984) 236-2349

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Audits performed on the military-connected student data highlighted that data related to the military student identifier has been recorded incorrectly by some school systems. Specifically, Military Branch and Pay-Grade are the areas that still need data to be corrected. A separate communication with detail has been provided to HomeBase communication distribution channels with recommended deadlines for each correction.

### **Interstate Compact on Educational Opportunity for Military Children**

North Carolina is a signatory on the Interstate Compact on Educational Opportunity for Military Children. As a result, LEAs must abide by the published rules of the compact. The most common areas for consideration are eligibility to enroll, course waivers for on-time graduation, extracurricular eligibility, and record transfer. Please review the rules linked below and consider that NC law also requires that “principals shall develop a means for serving the unique needs of students identified as military-connected students” in their schools. [[MIC3 - Promulgated Rules of the Compact](#)] Legal References: [NC Compact Law](#), [Principal's Requirement \(m\)](#)

### **Student Directory Information - Military Recruiters**

NC DPI has been in partnership with the U.S. Army Raleigh Recruiting Battalion for three years to provide a state-level student directory report to military branch recruiters. **Military student directory opt-outs must be completed by October 1 each school year in order to allow processing for delivery to recruiters by the end of October.** All recruiters seeking student directory information directly from schools can be referred to Dr. Angie Mullennix for clarity on the process. A [QRD](#) is available for data managers on implementing student directory information for this purpose.

### **Federal Impact Aid**

Some LEAs, through collecting the military student information, may learn they could qualify for federal impact aid if a school meets the following: “In general, to be eligible for assistance a local school district must educate at least 400 such children in average daily attendance, or the federally connected children must make up at least 3 percent of the school district's total average daily attendance.” School Liaison Officers from the military installations can provide a briefing on eligibility and utilizing Federal Impact Aid. [[ed.gov reference](#)]

**DPI maintains a [website](#) for general military support. For other questions: Please email Dr. Angie Mullennix, Director of Innovative Practices and Programs, at [Angie.Mullennix@dpi.nc.gov](mailto:Angie.Mullennix@dpi.nc.gov).**



CT/am

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