

MEMORANDUM

February 21, 2025

TO: All Principals
FROM: External Funding
SUBJECT: 2023-2024 Federal Report Card Dissemination Requirement
CONTACT: External Funding Department, 713-556-6928

The Elementary and Secondary Education Act (ESEA), as amended by Every Student Succeeds Act (ESSA), requires each State education agency to prepare and publish an annual report card with state, local education agency (LEA) and campus-level data. The Federal Report Card data for the 2023 – 2024 school year is now available.

Sec. 1111 [20 U.S.C. 6311]

TEA has developed the Federal Report Card, a Web-based system to generate campus-level, district-level, and state-level reports with information regarding student achievement, academic expectations, school improvement status, and teacher quality. As required by ESSA, principals of all Houston ISD schools (Title I and non-Title I) must inform parents of all enrolled students that the Federal Report Card information is available for school year 2023 – 2024. Every district that receives Title I, Part A funding is required to do this. Sample notification letters are attached and should be placed on the school letterhead.

Dissemination:

The External Funding Department will work with the Communications Department to disseminate the Federal Report Card Parent Notification via email to parents. The Communications Department will also be posting the parent notification to each campus' website.

The Federal Report Card notification will be disseminated to parents the week of **February 24, 2025**. Links to the various federal report cards will be provided in the parent notification letter (English and Spanish). Click [HERE](#) for the TEA data entry page where you can run a report specific to your campus.

Campus Responsibilities

Campuses must make printed copies of the actual Federal Report Card reports (TEA-level, district-level, and campus-level) available:

- upon request to parents and the community.
- for viewing in public locations.

If you have questions or if you need additional information, contact the External Funding Department at 713-556-6928.

Resources

[TEA Federal Report](#)

[Houston ISD Federal Report](#)

[Campus-Specific Federal Report](#)