Appendix B

Commonwealth of Virginia
Database Index Reporting Form

1. **Public Body Name & Numeric Code**: DOE (201)

2. **Database Title**: INSTRUCTION

3. **Database Acronym**: INSTRUCTION

4. **Point of Contact**: Barbara McGonagill/Roberta Schlicher

5. **Phone Number**: (804) 225-2884/786-1692

6. **Signature & Date:**

7. **Database Description and Contents**: *(Provide a brief narrative summary of the purpose for which the database is maintained in support of the business of state* government and a description of the general contents of the database. Indicate known restrictions to public access.)

The database developed in Oracle maintains data on students who were economically disadvantaged, limited English proficiency, SOL placement testing,

summer school regional gifted programs and advanced placement information for the Division of Instruction.

There are restrictions on public access to information in the database because of personal data that is maintained.

Note: Specific information relating to data fields, record/table layouts, and known restrictions to public access is maintained by the public body. Please contact the point of contact noted in Item 4 for further details.

8. **Date of Last Update**: **July, 2004**

9. **Frequency of Update**: 0 Daily, O Weekly, O Monthly, Other: Annually

10. **Formats Available and Schedule of Fees**: *(Provide a description of each format in which the database is made available, and the cost, if any, of each format.)*

a. **Format**	b. **Cost**
Schema only – one copy	$65.00
Additional copies	$0.05 per page
Table Contents (ASCII format)	$65.00 per table

Send completed form to The Library of Virginia, 800 East Broad Street, Richmond, Virginia 23219-1905 (Attn: Mary Clark).

7/18/01