

ENTITY ID: _____

Date of Review: _____

A-F LETTER GRADE APPEALS COMMITTEE
DISCUSSION, FINDINGS, AND CONCLUSION
OF
A-F LETTER GRADE SUBSTANTIVE APPEAL

Pursuant to A.R.S. § 15-241(N & O)¹, the A-F Letter Grade Appeal Committee (“Committee”) reviewed the appeal to modify the Arizona Department of Education’s (ADE) determination of school performance letter grade. The Committee submits the following findings and conclusions.

I. REVIEW

The Committee reviewed the following documents²:

- Written narrative (required)
- Longitudinal data related to school performance
- Longitudinal data related to student performance
- Official documentation in support of appeal
- Documentation relevant to school improvement plan
- Other: _____

The Committee also considered the following:

- Evidence of implementation of School Improvement Plan
- Appellant testimony
- Witness testimony on Appellant’s behalf
- Other: _____
- None of the above. Reason: _____

Appellant-School claims to be mitigating factors:

¹ A.R.S. § 15-241(N) states that “the department of education shall establish an appeals process, to be approved by the state board of education, for a school to appeal data used to determine the achievement profile of the school. The criteria established shall be based on mitigating factors and may include a visit to the school site by the department of education.”

² Evidence under review should be attached to these findings in accordance with the Family Education Rights and Privacy Act. 20 U.S.C. § 1232g; 34 C.F.R. Part 99.

ENTITY ID: _____

Date of Review: _____

A. Applicable Mitigating Factors and Circumstances

To determine whether a mitigating factor is present, the selected sub-category must be agreed upon by a majority of the committee.

Environmental Issues or Events

Adverse Testing Conditions

School or Community Emergency

School Tragedy

Other: _____

B. Was this event:

Unrelated to school/student performance

Outside the school's control

Timing reasonably related to student performance

Substantial cause of overall school performance

C. Did the school take reasonable steps to minimize the situation's impact on assessment outcomes?

Yes

No

The opportunity did not exist for the school/LEA to minimize impact on students.

If yes, then what steps were taken?

ENTITY ID: _____

Date of Review: _____

II. CONCLUSION

A. Overall Performance Determination

All other things equal, the mitigating factor outlined above:

- Was completely irrelevant to the school’s originally assigned letter grade.
- Was completely irrelevant to the school’s originally assigned letter grade AND accountability determination is consistent with prior year performance.
- Slightly impacted performance but was not enough to impact the assigned letter grade.
- Negatively impacted the school’s overall performance causing a lower letter grade than would be otherwise anticipated.

B. Final Appeal Decision

GRANTED(additional explanation if provided):

The Committee adopts one of the following courses of action:

Adjust the assigned A-F letter grade from _____ to _____.

DENIED (additional explanation if provided):

C. Conclusion: ROLL-CALL VOTE

Committee Member	GRANT	DENY
Member 1 (Chair)		
Member 2		
Member 3		
Member 4		
Member 5		
Member 6		
The committee adopted the conclusion by a vote of _____ to _____.		

ADE representatives present:

Name Title

Name Title

ENTITY ID: _____ Date of Review: _____

Additional Notes: