

The Grader

Important Dates

The key dates for the Fiscal Year 2019 A-F Accountability process are outlined below. Additionally, a more detailed list of dates along with the school types the item is associated with is available [here](#).

- **May:** All DRAFT A-F Letter Grade Business Rules are available (see links below)
- **Mid-June:** First version of the static file becomes available; Data inquiry and corrections window opens
- **July 15, 2019:** Data inquiry and corrections window closes; Menu of Assessments results expected to be received by ADE
- **July 16, 2019:** EL static file amendment application opens
- **July 30, 2019:** EL static file amendment application closes
- **July 31, 2019:** ALL self-reported A-F components due (including CCRI)
- **August:** Updated static file released including data corrections and assessment results for Menu schools; ongoing Q&A with schools/LEAs
- **August:** School-level aggregated data available in ADEConnect
- **October:** State Board of Education sets 9-12 and Alternative cut scores (K-8 expected to remain the same)
- **November:** A-F Letter Grades are released; appeals window opens
- **December/January:** A-F Letter Grades finalized post-appeals

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DRAFT A-F Letter Grades Business Rules

A draft version of the Fiscal Year 2019 **Traditional 9-12 Schools** A-F Letter Grades Business Rules is available [here](#).

A draft version of the Fiscal Year 2019 **Alternative Schools** A-F Letter Grades Business Rules is available [here](#).

A draft version of the Fiscal Year 2019 **K-8 Schools** A-F Letter Grades Business rules is available [here](#).

Static File

As mentioned above in the “Important Dates” section, the first version of the A-F Static File is expected to be made available to schools/LEAs in early June. The Static File serves as the base for the calculations in the various A-F Letter Grade models. Review of the Static File by schools and LEAs during the data inquiry and corrections window is vital to ensure that as accurate data is used in the calculation of A-F Letter Grades. This first version of the Static File will include student enrollment and demographic information, and AZELLA scores (as applicable) for all schools. The first FY19 static file version will also include assessment performance information for K-8 schools and 9-12 schools who administered the AzMERIT in Fiscal Year 2019. For 9-12 Schools that administered one of the assessments off the Menu of Assessments in Fiscal Year 2019, assessment performance information will be added to the static file once those results are received by ADE (expected to be included in an updated static file in late July/early August). Once released, the Static File will be available in ADEConnect under “Accountability” then “A-F Letter Grades”.

For those new to the Accountability process and/or Static File please feel free to review the Static File Codebook and Static File High-Level Basics Video from Fiscal Year 2018 available [here](#). Shortly following the release of the first FY19 Static File we will create an updated codebook and overview video for Fiscal Year 2019.

Please keep a look out for notification regarding this important file. If you have questions regarding the Static File, please contact Achieve@azed.gov.

Traditional CCRI How-to Video

A CCRI how-to video for **Traditional** schools is now available on the Traditional College and Career Readiness Indicator Self-Report FAQ page [here](#).

This video gives a high-level overview of how to complete the Traditional schools CCRI spreadsheet. An additional how-to video will be available soon covering the new CCRI reporting structure and application in ADEConnect. If you have questions about the Traditional Schools CCRI spreadsheet/reporting, please consult the Frequently Asked Questions page (above). If your question is not addressed on the Frequently Asked Questions page, please email Achieve@azed.gov.

Alternative CCRI How-to Video

A CCRI how-to video for **Alternative** schools is now available on the Alternative College and Career Readiness Indicator Self-Report FAQ page [here](#) under Tools and Resources.

This video gives a high-level overview of how to complete the Alternative schools CCRI spreadsheet. Only those schools that are part of the Approved list of Alternative Schools for Fiscal Year 2019 should complete this spreadsheet. All high schools must complete the Traditional School CCRI Spreadsheet. An additional how-to video will be available soon covering the CCRI reporting structure and application in ADEConnect. If you have questions about the Alternative Schools CCRI spreadsheet/reporting, please consult the Frequently Asked Questions page (above). If your question is not addressed on the Frequently Asked Questions page, please email Achieve@azed.gov.

Update to Dropout Tracker

The STUD79—Dropout Tracker Report available in the AzEDS Portal provides a list of students who have been withdrawn from a selected school with a code of “W4”, “W5”, “S4”, or “S5” within a given year and then indicates if the student has been re-enrolled in a school that fiscal year following the applicable withdrawal code. This report has been recently enhanced so it now identifies if there is a subsequent enrollment for a student with an applicable withdrawal code in the selected fiscal year or in any subsequent fiscal year. For example, if a student was withdrawn as a “W4” in April of Fiscal Year 2017 and then enrolls in another school in October of Fiscal Year 2019, the STUD79 now reports that student as having a subsequent enrollment.

The STUD79 report also serves as appropriate documentation for a school to update a withdrawal code for a student. In the example above, the school who withdrew the student as a “W4” could submit a 15-915 through School Finance to update the student’s withdrawal code from a “W4” to a “W1” since they have received appropriate documentation.

Using Summer Withdrawal Codes

As a reminder, summer withdrawal codes should be used to indicate that something has changed for a student during the summer. This is how ADE knows to remove students from several calculations such as the graduation rate calculation. For example, if you receive a records request for a student over the summer, you would mark the student with an “S1” withdrawal code to indicate that over the summer, you received appropriate documentation indicating that the student is now attending another school. Keep in mind that summer withdrawal codes must have an entry and exit date, however the entry date must be at the start of the new fiscal year (July 1) or later and the exit date must occur after the entry date. The [Graduation, Dropout, and Persistence Rate Technical Manual](#) is a great resource regarding entry and withdrawal codes. If you have questions, please contact Achieve@azed.gov.

Corrections Date for Accountability Public Files

The Accountability and Research unit publishes several public data files, including assessment results, graduation rates, etc., that are posted [here](#) each fall. These files are used by researchers, members of the public, and other agencies, as well as to populate information available through the School Report Cards website. In order to ensure that information is correctly reported for your school for assessments, graduation rate, and dropout rate reports, all corrections must be completed by the A-F data verification deadline (July 15, 2019 for FY19). For the public enrollment report, all corrections needed to be completed by the end of the October 1 corrections window (this was January 15, 2019 for FY19).

2018-2019 Firearms Survey

Please be on the lookout for notification from our Communications team regarding the required completion of the 2018-2019 School Firearms Survey.

As some of you may remember we asked LEAs to complete this reporting for the 2017-2018 school year, early in 2019. In an effort to make this survey collection process smoother and more convenient for LEAs, we are moving up the timeline to have this information collected directly following the end of the school year. The survey will open on **Tuesday, May 28, 2019** and will close **Sunday, June 30, 2019**. Reminders will be sent out weekly with an updated list of the LEAs who have completed the survey successfully.

Please keep in mind that this submission is required for LEAs (districts/charter holders) only, NOT individual schools.

Why Does October 1 Eligibility Matter?

October 1 eligibility is a special set of integrity rules that are used to produce deduplicated counts of students in schools, LEAs, counties, and the state as a whole. These deduplicated student counts are used by ADE both internally and externally to meet reporting requirements. Uses of October 1 data include the following:

- The Accountability and Research team uses October 1 data to create our annual public enrollment file which is used by researchers and other external parties to get accurate counts of students across the state of Arizona.
- October 1 enrollment is also what is used to populate enrollment data in the [School Report Cards](#) website.
- The ADE EdFacts team uses October 1 eligibility information to produce annual reports that are submitted to the United States Department of Education.
- The Exceptional Student Services team uses October 1 eligibility data for allocations for a variety of federal programs as well as when they are fulfilling data requests from researchers, other agencies, and the public who are looking for a proportional representation of students.
- The National Center for Education Statistics (NCES) uses data submitted federally through EdFacts, of which several components rely on October 1 eligibility data. Additionally, NCES data is public and can be used by a number of agencies, researchers, and organizations.
- Some grants may include enrollment information either from the Accountability and Research public file or from NCES data.
- The Superintendent's Annual Finance Report includes October 1 enrollment counts in the financial reporting information for LEAs.

The window to correct October 1 data opens directly following the first of October and remains open until mid-January.. In order to ensure accurate enrollment counts are used for your school/LEA for the above mentioned reporting, please be sure to keep an eye out for reminders and updates regarding October 1 eligibility and corrections.

School Report Cards Reminder

For those of you that have not already done so, we strongly encourage all schools to take advantage of the new School Characteristics section of the School Report Cards website. The School Report Cards website has received over 7,000 hits in the past 30 days and the School Characteristics section is a great opportunity for schools to share what makes them unique with the Report Cards users. Additional information about the School Characteristics section and how to complete it, is available in previous newsletter issues [here](#).