![Arizona Department of Education logo]

The Grader

Pupil Withdrawal Monitoring

ADE Accountability is working with multiple stakeholders to complete required monitoring on the "Official Notice of Pupil Withdrawal" Form. A link to that document, which includes "Guidance and Procedures", can be found here.

Using the proper withdrawal codes ensures the accurate reporting of graduation, dropout, and persistency rates. Schools that serve students in grades 6 through 12 may want to review the "Graduation, Dropout, and Persistence Rate Technical Manual" to understand how exit codes affect these measurements.

ADE Accountability has received questions regarding what will actually be monitored. Here are the main items that will be reviewed:

- Focus will be on students who have exited and withdrawn from the school in the previous 12 months

- A random sample from the previous year's (12 months) withdrawn students will be the base of the requested documentation

- "Official Notice of Pupil Withdrawal" will be reviewed to ensure it was completed, properly filled out, and retained

- Required support documents for certain withdrawal codes will be reviewed

- Review that official signatures were obtained (procedural changes during the pandemic, if necessary)

We are currently underway working with schools, charters, and LEAs in shoring up the audit process and will provide more details before broader outreach occurs.

In This Issue:

Pupil Withdrawal Monitoring (Continued)

The estimated timeline for the monitoring will be:

- December through January – Pilot of small group of all monitoring materials and process
- February – Selected schools notified for Monitoring
- February through April – Monitoring completed
- April through May – Summary analysis, process improvement and reporting

Accountability is working with several other programs for a change to occur in FY22 (2021-2022) in reference the W4 code. This is to address some of the challenges with that code accounting for two distinct scenarios. The intent is to have one code specific to the ten day un-excused absences and a separate code for withdrawn students, for whom verification from a subsequent enrollment has not been obtained.

We will continue to provide updates and information regarding the monitoring and any future code changes through the Grader Newsletter.

Consecutive Ten-Day Absence Requirement to Drop/ Withdraw Students

Students that have ten days of consecutive unexcused absences must be withdrawn **on the date of their last day of actual attendance** with a W4 withdrawal code. This code can later be changed to a different applicable code, such as W1, if the school can provide proper documentation that a subsequent school enrollment has/will occur from the school where enrollment is expected. A description of withdrawal codes can be found in the Graduation, Dropout, and Persistence Technical Manual.

Schools are encouraged to utilize the Dropout Tracker report (STUD79) on the AzEDS Portal through ADEConnect to check if W4 students have enrolled in another Arizona public school. This report counts as documentation that the W4 code no longer applies to the student. It can be found under "Accountability" on the Reports page for those with viewing rights. If you do not see this option, you must reach out to your entity administrator and request that they add this role to your account. ADE cannot grant you this access.

Student Detail
Accountability
STUD77 - Summer Withdrawals Report
STUD79 - Dropout Tracker Report

A-F Self-Reporting Data Application will Close on ADEConnect December 23, 2020

On September 28th, the AZ State Board determined that the A-F Self Reporting Data application should be reopened in order to provide schools with additional time to submit their self-reported data components (CCRI, Credits Earned, and On-Track to Graduate). We strongly encourage schools to submit their data in order to verify and check for accuracy as well as for future accountability purposes.

At this time, the application has been officially reopened and can be accessed through the ADEConnect home page. It will close on **December 23rd, 2020 at 5:00 p.m.**. After this deadline, schools will no longer be able to submit data for the 2019-2020 school year.

Because the A-F Self Reporting Data application is new this year on ADEConnect, a guide for accessing the application and submitting data has been created and can be downloaded here. The document can also be found on our Resources Page on Accountability's website. For additional questions or concerns, please contact Achieve@azed.gov.

AZ School Report Cards

Arizona School Report Cards are scheduled to rollover displaying the 2019-2020 available data. The expected date for that rollover will be December 23. Since the rollover last year, version 3.0 will have the following additions, updates or changes:

GENERAL WEBSITE UPDATES

- Per-Pupil expenditures were added in the School, District and State reports
- Per-Pupil narratives were added at the school level
- Trend graphs will be added for reports with three years of data
- Search bar will be added to the top menu for ease of access
- Preschool reports were modified for school, district and state report card pages.
- Some data reports cannot be updated as they were impacted by the COVID 19 pandemic. Narratives were added where impact may have occurred.

Although some of these items have already been deployed, there are some that will appear with the actual rollover such as the trend graphs and new search features.

AZ School Report Cards and School Characteristics

School Characteristics still is touted as one of the most valuable pieces of information found on our school report cards. In order for this to be up to date, you must submit this information through the SRC Admin application found on ADEConnect. If you do not see this option, you must reach out to your entity administrator and request that they add this role to you account. ADE Staff cannot do that for you. Instructions for completing School Characteristics is available here:

- Full Guide to Update School Characteristics in SRC Admin through ADEConnect
- Abbreviated Guide to Update School Characteristics in SRC Admin through ADEConnect

School Characteristics can be updated whenever a school choses to do so. Don't be one of the schools when parents are searching for school information to have that section be blank.

AZ School Report Cards, Per-Pupil Expenditures and Per-Pupil Narratives

The ADE School Report Card Team is busy preparing the annual update of financial data for the School Report Cards. Beginning December 9, 2020 through January 28, 2021, Schools and LEAs will be able to preview 2020 Per-Pupil Expenditures and enter Per-Pupil Narratives through ADEConnect, if they have the School Report Card Admin role. Check with your system administrators if you currently do not have access. The report cards will rollover to the new data December 23, 2020 using the data originally submitted by the LEA/Charter Holder.

Schools may also resubmit their financial information for corrections beginning December 9 through January 28. These resubmitted corrections will appear in ADEConnect after January 15, 2021 for final review. The data refresh for the public facing report will occur on or about February 1, 2021.

To submit a correction:
1) The LEA or Charter Holder will update their school level file and submit it in the same manner as the original submission if corrections are needed.
2) The upload will fail to process when submitted; *THIS IS EXPECTED* and part of the process of resubmission.
3) LEA or Charter Holder will notify SchoolFinance@azed.gov of the updated file resubmission. Be sure to include LEA Name and CTDS and date of file resubmission.

***Special Notes
- After January 28, no changes to Per-Pupil Narratives will be accepted.
- All other School Characteristics can be updated, and those updates will appear in "real time" and can be modified throughout the year.

For any questions on calculations, please contact School Finance at
SchoolFinance@azed.gov

For any questions on School and Per-Pupil Characteristics, contact Accountability at
Achieve@azed.gov

CTED A-F

Moving Forward on Career Technical Education District A-F Accountability

Accountability will be working with the State Board of Education (SBE), the Career and Technical Education (CTE) program at ADE, and the Career Technical Education Districts (CTED) to continue the work on a CTED A-F model. More information will be shared when it becomes available. This is based on ARS15-393.01 A. That information is found below:

15-393.01. Career technical education districts; annual report; performance and accountability

A. The department of education shall include each career technical education district in the department's annual achievement profiles required by section 15-241. Subject to approval by the state board of education, the department of education shall develop specific criteria applicable to career technical education districts that may not be based solely on the criteria prescribed in the Carl D. Perkins vocational education act, as amended by the Carl D. Perkins vocational and applied technology education act amendments of 1990, as amended by the Carl D. Perkins vocational and technical education act of 1998, and shall include career technical education districts in the letter grade classification system prescribed in section 15-241. The department shall include all of the following performance indicators in the annual achievement profiles and letter grade classification and provide a copy of the information to each career technical education district governing board:

1. The graduation rate of all students enrolled in a career and technical education program or course.

2. The completion rate for each program offered by the career technical education district.

3. Performance on assessments required pursuant to section 15-391, paragraph 4, subdivision (b).

4. Postgraduation employment rates, postsecondary enrollment rates and military service rates for students who complete a career and technical education program.

FAFSA Data

As a part of the U. S. Department of Education's FAFSA Completion Initiative, the Arizona Commission for Postsecondary Education (ACPE) is authorized to share limited information about individual student's FAFSA application statuses to authorized high school and district personnel.

Interested high schools or district administrators must sign a data-sharing agreement with the ACPE and designate an authorized user. Authorized users will receive a User ID, a user guide, a training webinar, and secure access to Senior cohort data.

For more information or to obtain your data-sharing agreement, please contact the ACPE at acpe@azhighered.gov.

Accountability Timeline for 2020-2021

Date	Activity
November/December 2020	School Report Cards will reflect enrollment, graduation, etc.
December 23, 2020	Self-Reported Data Application Closes @ 5pm
February 2021	Alternative School Application Portal Opens (more information to follow in January Grader)