

The background features a soft-focus image of a graduation cap (mortarboard) with a blue tassel on the left and a stack of books on the right. The books have a reddish cover, and one of them has the word 'School' visible in white text. The overall lighting is warm and slightly faded.

AYP Online Appeal Instructions

NCLB Online Appeals

- All appeals must be submitted electronically and processed through this NCLB appeals website at <http://www.tn.gov/education/nclb/ayp/appeals.shtml>
- Only one USER ID has been assigned to each LEA and must be obtained from the Director of Schools.
- The USER ID format is: 999-AYP (where 999 is the LEA #)
- Appeals may only be submitted by the central office on behalf of the schools. Please collaborate with school principals to identify potential appeals.
- **The Supporting Documentation Assurances page must be signed by the Director of Schools or Designee with each individual assurance initialed.**
- **The assurances page must be to be included in the upload with the appeals submission form.**

NCLB Online Appeals

- Through the NCLB Appeals website you may have the opportunity, based upon your system or school eligibility for appeal, to submit one or more appeals.
- While any failing cell is eligible for appeal, only the LEA can determine if there is sufficient reason for an appeal.
- Even if a system fails the same cell(s) as a school, a separate appeal must be submitted for both the school and the system.
- Sufficient supporting documentation is **required to be on file at the LEA central office in printed form** that can be monitored upon request by the TDOE.

NCLB Online Appeals

- A system or school must fail AYP in at least one cell to be eligible for appeal.
- Only one appeal at a time can be submitted. Each appeal must be complete and accurate when submitted.
- You will be prompted for responses and taken screen by screen through the online appeal process.
- All appeal decisions will be made by TDOE at the same time and systems notified of the final decision.
- Appeal decisions will be final and no resubmission of data will be permitted in an attempt to affect the final decision. For this reason, make sure the appeal is complete and accurate when submitted!

NCLB Online Appeals

- Appeal categories:
 - Coding Errors for
 - Student level data
 - Attendance rate
 - Graduation rate (Rates have already been appealed & are final as published on the TDOE Report Card. An appeal that can prove a 3-yr average meeting the 90% benchmark will be considered.)
 - Safe Harbor
 - Natural Disaster

Student Coding Appeals

- If an appeal is submitted requesting coding changes, the appeal may result in a further review of all students in the affected subgroup to ensure that ALL students in the subgroup are coded correctly.
- If it is found that the requested changes are limited to only students who will benefit the subgroup, TDOE has the obligation to make necessary changes to any students in the subgroup also found to be miscoded, without regard to the affect on the subgroup results.

Supporting Documentation CHANGE

Beginning with 2011 AYP calculations, all supporting documentation for appeals **must be kept on file at the LEA central office** in printed form that can be monitored upon request by the TDOE.

With this change, no supporting documentation is to be submitted online with the appeal. However, the documentation must exist, follow the requirements outlined, be in printed form and kept on file at the LEA central office. This would facilitate an immediate response from the LEA in the event a request is made from our office to provide supporting documentation - which we will do in some cases. Requests may be made during the appeals window for certain supporting documentation to be faxed to the TDOE.

Adequate Yearly Progress (AYP) Appeal Supporting Documentation Assurances

DATE: _____ LEA: _____

Initial	Assurances
→	I certify that the current year's AYP update and appeal instructions have been read and followed for all appeals submitted to the Tennessee Department of Education (TDOE).
→	I certify that AYP appeals were submitted using the proper format(s) for the following schools in the LEA: <i>(list each school for which an appeal was submitted)</i>
→	I certify that the required supporting documentation referenced with each appeal is sufficient to support the requested change as outlined in the AYP appeal instructions and is on file at the LEA central office in printed form that can be monitored upon request by the TDOE.

I CERTIFY that the assurances referenced above have been satisfied to the best of my knowledge.

Print District Director's Name	Signature of Director	Date
Print District Designee Name	Signature of District Designee	Date

2011 AYP APPEAL - SUBMISSION FORM REQUIRED FORMAT

(SUBMIT ONLINE with SIGNED Supporting Documentation Assurances page at: <http://www.tn.gov/education/nclb/ayp/appeals.shtml>)

LEA: x			Level: x			Subject(s): x				
SCH: x			Type: x			Subgroup: x				
LEA #	SCH #	Student Name	SSN/PIN (As it appears in the AYP Student File)	Grade	Change: x		Affects Files:			Supporting Documentation Noted is sufficient, meets requirements and is ON FILE at CENTRAL OFFICE - Supporting Documentation Assurances page Must be Signed by Director or Designee & Submitted with this Form
					Original	Change	MA	RLA	WR	



CODING APPEALS

The background of the slide features a light blue gradient with several graduation caps and tassels scattered across it. The caps are dark grey or black, and the tassels are a light yellow or gold color. The overall aesthetic is clean and professional, typical of an educational presentation.

- Student Level Coding Errors appeal
- K-8 Attendance coding appeal
- 9-12 Event Dropout Rate coding appeal

STUDENT CODING ERRORS

K-8 & 9-12 Student Coding Error Appeal Requirements:

- Detailed Description of Subgroup(s) and Cell(s) Being Appealed using the Required Form Showing Original Data AND Changed Data (form online)

Requires a form listing all students, for which an appeal is requested with the original data from the AYP student level file (provided during appeals) and the changed data noted.

DOWNLOAD REQUIRED FORM

In addition, sufficient documentation (as outlined on subsequent pages) from each student's school record supporting the requested change must be

KEPT ON FILE at LEA Central Office

SUFFICIENT Supporting DOCUMENTATION

Student CODING Appeal

- 1) Screen shots from student management systems and EIS must be KEPT ON FILE at the LEA Central Office;
AND
 - 2) Scans of original documentation from the student's paper file, supporting the screen shots, must also be kept on file at the LEA central office.
-

SSN/PIN (actually the Student ID) on all appeal forms **MUST MATCH the SSN/PIN (Student ID) in the student level AYP assessment files** provided for appeals. If a student cannot be found with this identifier, the request for change will not be made.

While **sufficient documentation** may vary depending on the type of appeal and the situation to be proven, **at a minimum the following information must be KEPT ON FILE for every student coding appeal:**

SUFFICIENT DOCUMENTATION

Student CODING Appeal

BOTH are REQUIRED to be KEPT ON FILE at the LEA Central Office:

SIS and EIS SCREEN SHOTS:

REQUIRED for ANY Appeal:

- Screen shots showing entire enrollment history for the school year in Tennessee schools
- Screen shots showing race/ethnicity

AS APPROPRIATE:

- Screen shots showing other information pertinent to the appeal such as evidence of subgroup (SPED, ED, LEP)
- Any other screen shots pertinent to proving the appeal must be available as necessary.

PAPER DOCUMENTATION SCANS:

REQUIRED for ANY Appeal:

- Original Enrollment Forms completed by guardian which show all student demographic information including date of enrollment, race/ethnicity checked, etc.

AS APPROPRIATE:

- Records requests from school transferred to
- Paperwork completed by guardian changing original enrollment demographics
- Any other paperwork pertinent to proving the appeal must be available as necessary.

STUDENT CODING ERRORS

REQUIRED Elements of FORM HEADINGS for ALL APPEALS

HEADING MUST BE INCLUDED ALL INFO BELOW

LEA & SCHOOL

Change

Appeal Level

Appeal Type

Subjects Affected

Subgroup

LEA: Forestry County			Level: SCHOOL			Subject(s): Math & Reading			
SCH: Hickory Middle School			Type: Student Coding			Subgroup: Students with Disabilities			
LEA #	SCH #	Student Name	SSN/PIN	Grade	Change: Membership Codes		Affects Files:		Documentation Provided
					Original	Change	MA RLA WR		

LEA #
SCH #

Original
Data

Changed
Data

MA = Math
RLA = Reading/LA
WR = Writing

SSN/PIN on all appeal forms MUST MATCH the SSN/PIN in the student level assessment files provided for appeals. If a student cannot be found with this identifier, the requested change will not be made.

The Supporting Documentation noted on the form **must KEPT on FILE** at the LEA central office.

STUDENT CODING ERRORS

REQUIRED FORM Format for Appeal of SWD Codes

MUST BE INCLUDED

Heading

Original Data

Changed Data

SEE Previous REPORT HEADING slide for all required elements! ALL elements must be included for ALL Appeals.

LEA: Forestry County				Level: SYSTEM				Subject(s): Math			
SCH: n/a				Type: Student Coding				Subgroup: Students with Disabilities			
LEA #	SCH #	Student Name	SSN/PIN	Grade	Change: SWD Codes		Affects Files:			Documentation Provided	
					Original	Change	MA	RLA	WR		
111	93	Doe, John	123456789	9	N	Y	X			SIS & EIS Screen Shots showing enrollment information, race/ethnicity, disability codes; AND SCANS of Paper Documentation INCLUDING original enrollment forms completed by guardian and written documentation where guardian requested a change to race/ethnicit	
111	100	Smith, Jane	112345678	9	N	Y	X			Same as above	
111	100	Maple, Jean	122345678	10	Y	N	X			Same as above	

SSN/PIN on all appeal forms MUST MATCH the SSN/PIN in the student level assessment files provided for appeals. If a student cannot be found with this identifier, the requested change will not be made.

Must place an 'X' in the appropriate column(s) to identify affect files to be changed.

Must describe all documentation **KEPT on FILE** at the LEA central office.

STUDENT CODING ERRORS

REQUIRED FORM Format for Appeal of Student ED Codes

MUST BE INCLUDED

Heading

Original Data

Changed Data

SEE Previous REPORT HEADING slide for all required elements! ALL elements must be included for ALL Appeals.

LEA: Forestry County		Level: SCHOOL		Subject(s): Math & Reading & Writing						
SCH: Maple Way Elementary		Type: Student Coding		Subgroup: Economically Disadvantaged						
LEA #	SCH #	Student Name	SSN/PIN	Grade	Change: ED Code		Affects Files:			Documentation Provided
					Original	Change	MA	RLA	WR	
111	50	Doe, John	123456789	5	Y	N	X	X	X	SIS & EIS Screen Shots showing enrollment information, race/ethnicity, ED codes; AND SCANS of Paper Documentation showing Free/Reduced Lunch status begin/end dates.
111	50	Smith, Jane	112345678	8	Y	N	X	X	X	Same as above
111	50	Maple, Jean	122345678	5	N	Y	X	X	X	Same as above

SSN/PIN on all appeal forms MUST MATCH the SSN/PIN in the student level assessment files provided for appeals. If a student cannot be found with this identifier, the requested change will not be made.

Must place an 'X' in the appropriate column(s) to identify affect files to be changed.

Must describe all documentation **KEPT on FILE** at the LEA central office.

STUDENT CODING ERRORS

REQUIRED FORM Format for Appeal of Student Race/Ethnicity

MUST BE INCLUDED

Heading

Original Data

Changed Data

SEE Previous REPORT HEADING slide for all required elements! ALL elements must be included for ALL Appeals.

LEA: Forestry County				Level: SCHOOL				Subject(s): Reading & Writing			
SCH: Oak High School				Type: Student Coding				Subgroup: Hispanic			
LEA #	SCH #	Student Name	SSN/PIN	Grade	Change: Race/Ethnicity		Affects Files:			Documentation Provided	
					Original	Change	MA	RLA	WR		
111	100	Doe, John	123456789	10	Hispanic	American Indian/Alaska Native		X	X	SIS & EIS Screen Shots showing enrollment information, race/ethnicity; AND SCANS of Paper Documentation INCLUDING original enrollment forms completed by guardian & written documentation where guardian requested a change to race/ethnicity.	
111	100	Smith, Jane	112345678	11	Hispanic	Asian/Pacific Islander		X	X	Same as above	
111	100	Maple, Jean	122345678	12	White (not Hispanic)	Hispanic		X	X	Same as above	

Race/Ethnicity is not a yes or no request.
One of 6 the possible Race/Ethnicity identifications as found on the Student Demographic Scan Sheet, must be provided for original and changed data.

STUDENT CODING ERRORS

REQUIRED FORM Format for Appeal of Student Membership

MUST BE INCLUDED

Heading

Original Data

Changed Data

SEE Previous REPORT HEADING slide for all required elements! ALL elements must be included for ALL Appeals.

LEA: Forestry County				Level: SYSTEM			Subject(s): Math & Reading			
SCH: n/a				Type: Student Coding			Subgroup: Students with Disabilities			
LEA #	SCH #	Student Name	SSN/PIN	Grade	Change: Membership Codes		Affects Files:			Documentation Provided
					Original	Change	MA	RLA	WR	
111	50	Doe, Amy	789056789	3	1	2	X	X		SIS & EIS Screen Shots showing enrollment information & race/ethnicity; AND SCANS of Paper Documentation supporting screen shots.
111	65	Johnson, Kathy	890105678	6	1	3	X	X		Same as above AND SCANS of Records Requests to transferring school.
111	82	Maple, Johnathon	122345555	7	1	4	X	X		Same as above AND SCANS of Records Requests to transferring school.

ACTUAL MEMBERSHIP CODE MUST BE USED.

**Membership is not a yes or no request.
One of 4 possible numeric codes must be provided
for original and changed data.**

Membership Codes

REGULAR SCHEDULES

The following **NUMERIC** codes must be used in the “original” and “requested change” columns.

- **1** = Continuously enrolled in the same school within the first 20 day reporting period through the test administration
- **2** = Continuously enrolled in the same district (but no single school) within the first 20 day reporting period through the test administration
- **3** = Continuously enrolled in the state (but no single district or school) within the first 20 day reporting period through the test administration
- **4** = Not continuously enrolled in the state

Membership Codes

BLOCK SCHEDULES

The following **NUMERIC** codes must be used in the “original” and “requested change” columns.

- **1** = Continuously enrolled in the same school within 10 days of the start of the course through the test administration
- **2** = Continuously enrolled in the same district (but no single school) within 10 days of the start of the course through the test administration
- **3** = Continuously enrolled in the state (but no single district or school) within 10 days of the start of the course through the test administration
- **4** = Not continuously enrolled in the state

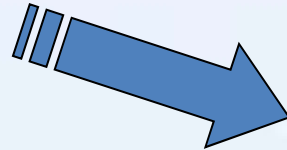
Alternative School Membership

- Transfer to an Alternative School is **NOT** considered a break in continuous enrollment at the remanding school.
- If a student would be coded as continuously enrolled had he/she not been transferred to the Alternative School, **that student will still be coded as continuously enrolled** with Membership = 1.
- TCA 49-6-3402 (i) (1) LEAs establishing alternative schools or contracting for the operation of alternative schools shall develop and implement formal transition plans for the integration of students from regular schools to alternative schools and from alternative schools to regular schools. The plans shall be targeted to improve communication between regular and alternative school staff, provide professional development opportunities shared by regular school staff and alternative school staff, align curriculums between regular schools and alternative schools, develop quality intake procedures for students returning to regular school and provide student follow-up upon return to regular school.

Alternative School Coding

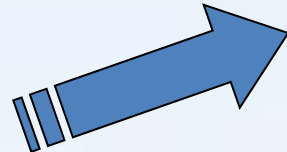
Alternative School

*Punitive Placements (i.e.,
suspended/ expelled
learners, etc.)*



Alternative Education Program

*Punitive Placements (i.e.,
suspended/ expelled
learners, etc.)*



Nontraditional School *(Permanent Placement for the Nontraditional Learner)*



ELL Newcomer Program/Center *(Placements for English Language Learners)*



For accountability purposes the school of origin is the school of record.

SCAN SHEET CODING – School Number:

Remanding or Zoned School

For accountability purposes the nontraditional high school is the school of record.

SCAN SHEET CODING – School Number:

Nontraditional School where Enrolled

For accountability purposes the school of origin is the school of record. Students in an ELL Newcomer Program MUST be coded as ELL under student classification.

K-8 Attendance CODING ERRORS

A [CODING ERROR Appeal](#) may be submitted for K-8 Attendance, 9-12 Event Dropout Rate, or K-12 Student Level Coding Errors.

K-8 Attendance Rate Coding Error Appeal Requirements:

- Form showing Subgroup(s) and Cell(s) Being Appealed
- Attendance Rate Form for assessed year
- Attendance Rate Form for 2 year average
- Attendance Rate Form for 3 year average
(Form details explained on subsequent pages also apply to this appeal.)

Requires a form listing all students, for the subgroup, for all grades K-8 (not just 3-8) by school, by grade, by student in the subgroup showing student name, SSN or PIN, etc. **KEPT ON FILE at LEA Central Office**

(The same types of documentation shown in the K-8 attendance rate safe harbor appeal examples are necessary for this appeal.)

Grad Rate LIMITED CODING ERRORS

9-12 Graduation Rate Coding Error Appeal Requirements:

- Detailed Description of Subgroup(s) and Cell(s) Being Appealed
- Graduation Rate for year prior to assessed year
(Form details explained on subsequent pages)

GRADUATION RATE APPEALS ARE ALREADY FINAL AS PREVIOUSLY REPORTED TO THE DISTRICT on the TDOE Report Card AND MAY NOT BE APPEALED AGAIN.

While the graduation rates are final and may not be appealed, subgroup appeals will be accepted if the basis is improvement from the prior year for the subgroup. Appeals to prove a 2-yr or 3-yr average meeting the 90% benchmark will also be accepted.

(The graduation rates and event dropout rates are already final.)

Student CODING ERRORS & Safe Harbor

K-12 Student Level Coding Error Appeal that

MAY LEAD TO SAFE HARBOR ELIGIBILITY:

If you believe that the student level coding error appeal will change the subgroup's % Below Prof (now % basic/below basic) enough to make the subgroup Eligible for Safe Harbor, **you MUST also REQUEST a SAFE HARBOR appeal AT THE SAME TIME you submit the coding error appeal.**

If the subgroup has not already met the additional indicator, a K-8 Attendance coding appeal must also be submitted. The required Safe Harbor supporting documentation must also be retained at the LEA central office to prove the additional indicator.

Include this documentation with the coding error appeal documents, clearly labeled as to the purpose of meeting safe harbor *IF* the % Below Prof (now % basic/below basic) is reduced enough to make the subgroup eligible for safe harbor.

NOTHING is AUTOMATIC!

Nothing Should be Assumed Automatic

- If a school and a system are both eligible for an appeal, a separate appeal must be submitted for each – even if you reference the same documentation.
- Duplicates of the same appeal forms are not needed when containing the same information BUT a separate electronic submission is always required for each appeal.
- Separate appeal forms are required if containing different information.

SAFE HARBOR

Documentation

A **SAFE HARBOR Appeal** may be submitted to prove the additional indicator has been met for the eligible subgroup. To be eligible for safe harbor, the subgroup:

must have met AYP for % Tested

AND

the % basic/below basic must have had one of the following:

10% reduction in one year, OR
19% reduction over two years, OR
27% reduction over three years.

SAFE HARBOR

Documentation

K-8 Safe Harbor Appeal Requirements:

- Required Form with Subgroup(s) and Cell(s) Being Appealed
- Attendance Rate Form for assessed year
- Attendance Rate Form for prior year to show improvement
(Form details explained on subsequent pages)

9-12 Safe Harbor Appeal Requirements:

- Required Form with Subgroup(s) and Cell(s) Being Appealed
- For SWD, ED, & LEP the Event Dropout Rate for prior year
- For the ALL and Ethnicity subgroups:
 - The final Graduation Rate for prior year will be used based on prior graduation rate appeals as reported to the District and published on the Report Card. (Form details explained on subsequent pages)

SAFE HARBOR

K-8 DOCUMENTATION

Required Documentation:

For K-8, an **Attendance Rate of 93%** or improvement over last year's rate is required to meet safe harbor.

This appeal requires a report **be kept on file at the LEA central office** listing all students, **for the subgroup**, for **all grades K-8 (not just 3-8)** by school, by grade for the school and/or system w/ new attendance rate calculated as it is believed it to be.

For a **system level appeal**, a form resembling the first example is required for each school and a form resembling the second example is required for the system showing totals for all schools included in the appeal.

SAFE HARBOR

K-8 DOCUMENTATION

Form Heading must include all information shown in example below and fields used to calculate Attendance Rate must be included on form submitted to support the appeal. The TDOE will use these fields to confirm the calculations submitted are correct.

LEA: Forestry County School			Level: SCHOOL			Change: Attendance Rate			
SCH: Hickory Middle School			Type: SAFE HARBOR			Subgroup: Limited English Proficient			
LEA #	SCH #		Days Enrolled	Days Present	Days Absent	ADA	ADM	Attendance Rate	Grade
111	50	School Totals	652	610	42	3.39	3.62	93.6%	all served

Student level supporting documentation is retained at the LEA central office.

LEA: Forestry County School				Level: SCHOOL			Change: Attendance Rate			
SCH: Hickory Middle School				Type: SAFE HARBOR			Subgroup: ALL			
LEA #	SCH #	Student Name	SSN/PIN	Days Enrolled	Days Present	Days Absent	ADA	ADM	Attendance Rate	Grade
111	50	Doe, John	123456789	180	170	10	0.94	1.00	94.4%	4
111	50	Smith, Jane	112345678	73	71	2	0.39	0.41	97.3%	K
111	50	Maple, Jean	122345678	180	164	16	0.91	1.00	91.1%	1
111	50	Brown, Steve	233456789	180	176	4	0.98	1.00	97.8%	3
111	50	White, Betty	245567899	172	158	14	0.88	0.96	91.9%	2
111	50	Jones, Susie	345678902	180	175	5	0.97	1.00	97.2%	4
111	50	Smith, Billy	456789103	180	171	9	0.95	1.00	95.0%	2
111	50	Barnes, Julie	455667890	180	179	1	0.99	1.00	99.4%	1
111	50	Cooper, Joe	567890123	180	177	3	0.98	1.00	98.3%	K
111	50	Wilson, Don	567888912	180	172	8	0.96	1.00	95.6%	2
School Totals				1685	1613	72	8.96	9.36	93.6%	

If the LEAs Student Information System (SIS) has a student level attendance report that can support what is submitted for the appeal, that will be considered sufficient to keep on file as supporting documentation.

SAFE HARBOR

K-8 DOCUMENTATION

Form Heading must include all information shown in example below and fields used to calculate Attendance Rate must be included on forms submitted to support the appeal. The TDOE will use these fields to confirm the calculations submitted are correct.

SYSTEM LEVEL APPEALS MUST be supported by Individual School Level forms (example on prior slide.)

LEA: Forestry County	Level: SYSTEM			Change: Attendance Rate		
SCH: n/a	Type: SAFE HARBOR			Subgroup: Limited English Proficient		
School Name	Days Enrolled	Days Present	Days Absent	ADA	ADM	Attendance Rate
Red Oak Middle	8282	7967	315	44.26111	46.01111	95.7%
Maple Middle	13489	12947	542	71.92778	74.93889	96.0%
Pine Elementary	12430	11638	792	64.65556	69.05556	93.6%
Oak Elementary	20815	19560	1255	108.6667	115.6389	94.0%
System Totals	55016	52112	2904	289.5111	305.6444	94.7%

SAFE HARBOR

9-12 DOCUMENTATION

Required Documentation for a 9-12 Safe Harbor Appeal:

For 9-12, (ALL 9-12 GRADUATION RATE APPEALS ARE ALREADY FINAL AS PUBLISHED ON THE REPORT CARD AND MAY NOT BE APPEALED AGAIN.

While the actual rates are already final and may not be appealed, subgroup appeals will be accepted if the basis is improvement from the prior year for the subgroup (except ALL). Appeals to prove a 2-yr or 3-yr average meets the 90% benchmark will also be accepted.

SAFE HARBOR

9-12 DOCUMENTATION

Required Documentation for a 9-12 Safe Harbor Appeal (SWD, LEP, ED)

For 9-12, (SWD, LEP, and ED subgroups), an Event Dropout of 5% or less, or improvement over the prior year's rate, is required to meet safe harbor.

This appeal requires submission of the form such as the example on the next slide.

To show improvement, also include the form showing the prior event dropout rate for the subgroup eligible for safe harbor.

Student level supporting documentation must be retained at the LEA central office.

SAFE HARBOR

9-12 DOCUMENTATION

Sample 9-12 event drop out rate **form to be submitted with an appeal** for SWD, LEP, and ED subgroups:

Form Heading must include all information shown in example below and fields used to calculate Event DO rate must be included.

STUDENT LEVEL data must be retained at the LEA central office.

LEA: Forestry County	Level: SYSTEM				Change: Event Dropout Rate	
SCH: n/a	Type: SAFE HARBOR				Subgroup: Students with Disabilities	
School Name	SWD 07-08 9th Grade Dropouts	SWD 07-08 10th Grade Dropouts	SWD 07-08 11th Grade Dropouts	SWD 07-08 12th Grade Dropouts	SWD 07-08 9th - 12th Grade Membership	SWD 07-08 9th - 12th Grade Event Dropout Rate
Cedar High School	3	1	1	2	425	1.6%
Oak High School	5	2	0	3	485	2.1%
System Totals	8	3	1	5	910	1.9%

This sample shows the rate for a single subgroup. Be sure to clearly identify the subgroup being appealed when creating your form.

As stated in the memo dated May 13, 2008 from Ms. Corey Chatis, Director of Data Quality, the October 1, 2007 membership count from EIS will now be used. (The membership data will be used for exactly the same reporting as the net enrollment data were previously used. This includes: 1) The counts and percentages of students by race/ethnicity and gender; 2) The denominator for the following rates: Title I, limited English proficient, cohort dropout, **event dropout**, suspension, and expulsion.)

To show improvement, include a form for both the current and prior school years.

SAFE HARBOR

9-12 DOCUMENTATION

Formula for Calculating 2009-10 Graduation Rate


for the subgroup
regular on-time graduates

subgroup regular on-time graduates + regular late graduates + GEDs +
certificates of attendance + special education diplomas +
dropouts (9th grade 06-07, 10th grade 07-08, 11th grade 08-09, 12th grade 09-10)

Formula for Calculating 2009-10 Event Dropout Rate

total 09-10 dropouts for the subgroup (all grades 9-12)

subgroup 09-10 membership (all grades 9-12)



As stated in the memo dated May 13, 2008 from Ms. Corey Chatis, Director of Data Quality, the October 1, 2007 membership count from EIS will now be used. (The membership data will be used for exactly the same reporting as the net enrollment data were previously used. This includes: 1) The counts and percentages of students by race/ethnicity and gender; 2) The denominator for the following rates: Title I, limited English proficient, cohort dropout, event dropout, suspension, and expulsion.)

Natural Disaster

A [NATURAL DISASTER Appeal](#) may be submitted for

K-8 Attendance for K-8 and/or Participation Rate (% Tested) for both K-8 and 9-12.

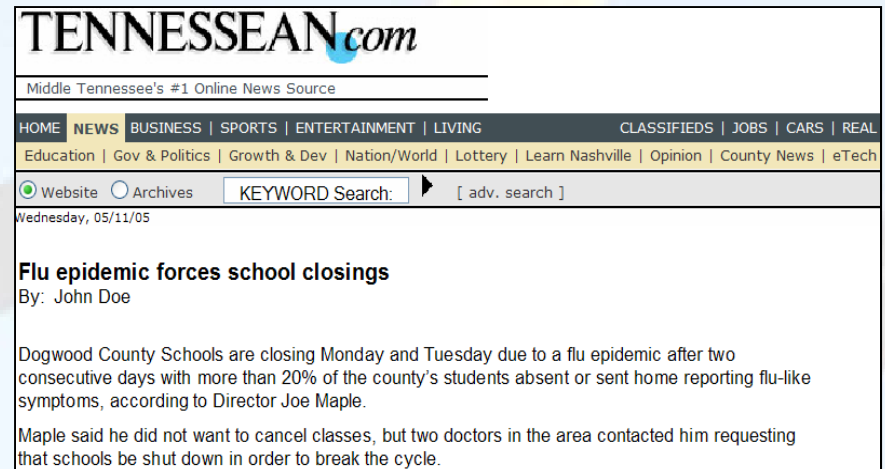
[Requirements for Any Natural Disaster Appeal:](#)

To be **SUBMITTED with the Appeal** online:

- Attendance rate appeal: A letter explaining the natural disaster and the impact on school's attendance rate used for AYP determinations.
- Participation rate appeal: A letter explaining the natural disaster and the impact during the student participation during the assessment window.
- The letter must explain the subgroup(s) and subject(s) failing AYP as a result of the natural disaster.

To be **RETAINED at the LEA central office:**

- Newspaper Articles Supporting the Natural Disaster event occurred within the timeframe stated in the appeal
- Other Documentation that may Support the Natural Disaster event occurred (local clinic, etc.)



The screenshot shows the homepage of TENNESSEAN.com. The header includes the site name and tagline 'Middle Tennessee's #1 Online News Source'. A navigation bar lists categories like HOME, NEWS, BUSINESS, SPORTS, ENTERTAINMENT, LIVING, CLASSIFIEDS, JOBS, CARS, and REAL. Below the navigation bar is a search bar with a 'KEYWORD Search:' field and a search button. The date 'Wednesday, 05/11/05' is displayed. The main content area features a news article titled 'Flu epidemic forces school closings' by John Doe. The article text reads: 'Dogwood County Schools are closing Monday and Tuesday due to a flu epidemic after two consecutive days with more than 20% of the county's students absent or sent home reporting flu-like symptoms, according to Director Joe Maple. Maple said he did not want to cancel classes, but two doctors in the area contacted him requesting that schools be shut down in order to break the cycle.'

Natural Disasters

- The May, 2010 floods were unusual in that the natural disaster affected many counties across the state at the same time and during the high school assessment window.
- For these schools, the cells still show as failing AYP but the status assignment was delayed.

For 2011, we will return to the “typical” natural disaster appeal

- Typical natural disaster appeals pertain to a specific event specific to a particular LEA and/or school.
- For instance, if a flu out-break resulted in an attendance rate below the 93% benchmark, we would permit the LEA to recalculate the attendance rate without those days. If the new calculation met the benchmark, then AYP would be met for that cell.
- It is the responsibility of the LEA to submit a natural disaster appeal if it feels one is justified.

2010 May Flood – Natural Disaster

- With the NCLB natural disaster statute ESEA §1116(b)(7)(D), the State Education Agency (SEA) may allow the LEA to delay status determinations for Adequate Yearly Progress (AYP) results for systems and schools impacted by a natural disaster such as our state experienced with the May, 2010 floods.
 - The 2010 status delay was only applicable to systems and schools **located within a FEMA declared disaster area**.
 - The 2010 status delay **only applied to math and/or reading** failing AYP for the **high school** grade span.
 - Any math and/or reading failure will show a **red “X” on Report Card**; only the status was delayed.
 - This delay was **temporary** - not to exceed one year.
 - This delay was not intended to reset the sequence of school improvement, corrective action or restructuring.
 - This delay **did NOT apply to the additional indicator**. If failed, the additional indicator moved to the more severe status.