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To: District Superintendents, Superintendents of Public Schools, and Principals of Charter Schools

From: Ira Schwartz, Assistant Commissioner 

Subject: Preliminary Accountability Status of Schools for 2014-15

Date: July 2014

The purpose of this memo is to share with districts and charter schools the preliminary accountability status of schools and districts for 2014-15 and to announce the preliminary identification of Reward Schools and Local Assistance Plan (LAP) Schools. Focus Districts will receive notification regarding the performance of the district and its Focus and/or Priority Schools under separate cover.

The list containing the preliminary accountability statuses of all schools and districts, including Focus and Priority Schools, LAP and Reward Schools is posted to the IRS portal at <http://portal.nysed.gov/portal/page/pref/PortalApp>. The 2012-13 assessment data used to determine the accountability statuses of schools and districts is available in the New York State Report Card at: <https://reportcards.nysed.gov/>.

Below is the list of files posted to the IRS portal, generated based on your district's identification status. While Focus Districts should expect to see most of the listed files in their IRS portal, Good Standing districts will receive only files pertinent to the district.

File Name	District Type		
	Good Standing	Focus District due to the presence of a Priority School	Focus District due to low achieving subgroup
AccountabilityStatusfor2014-15.xls	X	X	X
RewardSchoolsfor2014-15.xls	X	X	X
LocalAssistancePlanSchoolsfor2014-15.xls	X ¹	X ¹	X ¹
SecondYearPerformanceFocusDistrict.xls		X	X
SecondYearPerformanceFocusSchools.xls		X	X
FocusSchoolSubstitutionListfor2014-15.xls		X ¹	X ¹
SecondYearPerformancePrioritySchools.xls		X	X ¹
District&SchoolSGPfor2012-13.xls	X	X	X
DataDictionaryfor2014-15.xls	X	X	X

¹ If identified

Identification of Local Assistance Plan Schools (LAP) for the 2014-15 School Year

The Department has preliminarily identified 328 LAP Schools (including 12 Charter Schools) in 190 districts for the 2014-15 school year. Schools were identified as LAP for either failing to make Adequate Yearly Progress (AYP) for the same subgroup in the same measure for three years in a row; for having large and increasing gaps between the members of a subgroup and

non-members of that group; or in non-Focus district for having subgroups with a Performance Index or four year graduation rate at or below the cut point for identifications. For more details on the LAP School identification methodology, please visit the following website: <http://www.p12.nysed.gov/accountability/ESEAMaterials.html>. Please Note: A Priority or Focus School that has been removed from status can be identified as a LAP School for the 2014-15 school year, if the school meets the LAP criteria.

Districts with identified LAP School(s) are required to complete the Diagnostic Self-Review Document and Report Template for each of the identified LAP school(s). More details on this requirement are available on Attachment A.

Districts with LAP Schools may review the data used to make the LAP determinations by opening the file "LocalAssistancePlanSchoolsfor2014-15.xls" in the IRS Portal. To appeal the LAP decision, please submit the 2014-15 Appeal Form for LAP School Accountability Status (Attachment B) no later than August 4, 2014.

Identification of Reward Schools for the 2014-15 School Year

The Department has identified 354 Reward Schools (including 12 Charter Schools) in 146 districts for the 2014-15 school year. Reward Schools are either schools that have made the most progress, or schools that have the highest achievement in the state without significant gaps in student achievement between subgroups. For more details on the Reward School identification methodology, please visit: <http://www.p12.nysed.gov/accountability/ESEAMaterials.html>. Each Reward School will receive under separate cover a Certificate of Recognition from the Commissioner. Title I Rewards Schools that have been identified as Reward Schools based on both 2011-12 and 2012-13 school year results are eligible to apply for a Reward School grant, if the school is not currently receiving this grant. More information on these grants will be sent under separate cover to districts that have eligible Reward Schools.

This data is currently embargoed and is being provided to you so that it can be reviewed prior to public release. SED plans to release the final accountability status of all schools and districts to the public on August 11, 2014.

Questions concerning the information contained in this memo may be directed to: accountinfo@mail.nysed.gov.

cc: John B. King, Jr.
Cosimo Tangorra, Jr.
Stephen Earley
Bill Clarke
Pat Geary
Kathleen Moorhead
Lisa Long

Attachment A

Next Steps for Districts with Local Assistance Plan (LAP) Schools for the 2014–15 School Year

In accordance with Commissioner's Regulations, a district in Good Standing that has LAP Schools will be required to work with the identified school(s) to complete the Diagnostic Self-Review Document and Report Template for each identified LAP School. A Focus District with LAP Schools will also need to work with identified school(s) to complete the applicable sections of the Self-Review Document and Report Template and incorporate the supports and interventions for the identified schools into its District Comprehensive Improvement Plan (DCIP). Focus Districts with LAP school(s) can submit their DCIP by August 29, 2014. Within the DCIP template, the district will be required to clearly identify the supports and interventions that are to be implemented in the identified LAP Schools. These supports and interventions do not count towards satisfying the Focus District improvement set-aside or parent engagement set-aside requirements. SED has posted webinars to assist districts with conducting the Diagnostic Self-Review and completing the Report Template. These webinars can be found on the SED website at: www.p12.nysed.gov/accountability/Webinars.html. The Diagnostic Self-Review Document and Report Template can be found online at: <http://www.p12.nysed.gov/accountability/ESEAMaterials.html>.

For districts in Good Standing, completion of the Diagnostic Self-Review Document and Report Template will fulfill the regulatory requirement for LAP Schools to develop a plan that specifies the following:

- a) the process by which the plan was developed and how school leadership, staff, parents, and students, if appropriate, were given meaningful opportunities to participate in the development of the plan;
- b) the additional resources and professional development that will be provided to LAP schools to support implementation of the plan; and
- c) the actions to improve the performance of the subgroup(s) for which the school was identified and the timeline for implementation of the actions.

For Focus Districts with LAP Schools, the submission of the DCIP (with the findings of the Diagnostic Self-Review Document and Report incorporated) will fulfill the regulatory requirements described above.

The Self-Review Document and Report Template must be approved by the local board of education for the district (or Chancellor in New York City) and posted to the district website by November 21, 2014, unless the district clearly specifies to NYSED an alternative way by which the plan will be made widely available through public means. More information on the LAP School designations can be found at the following website: <http://www.p12.nysed.gov/accountability/ESEAFlexibilityWaiver.html>. Districts can appeal the LAP designation by submitting the LAP appeal form that is available online at: <http://www.p12.nysed.gov/accountability/ESEAMaterials.html>. The deadline to submit the LAP appeal form is August 4, 2014.

SED plans to release the final list of Local Assistance Plan Schools to the public on August 11, 2014. If you have any questions regarding the identification methodology, the appeal process, or the process for completing the Self-Review Document and Report Template, please contact Dr. Lisa Long at accountinfo@mail.nysed.gov.

Attachment B

Instructions for Completing the 2014-15 Appeal Form for Local Assistance Plan (LAP) School Accountability Status

Districts may appeal the LAP designation for their schools if there is a valid reason to believe the data used to make the determination is incorrect, or there are extenuating circumstances that affected the school's performance or the school is closing. Districts can also appeal to have additional schools identified as LAP schools. This form must be completed and certified by the Superintendent (for New York City, the Chancellor). It must be submitted via e-mail to accountinfo@mail.nysed.gov by August 4, 2014. The form can also be downloaded at:

<http://www.p12.nysed.gov/accountability/ESEAMaterials.html>.

To appeal a LAP accountability determination for the 2014-15 school year, districts must submit a completed, signed, and dated 2014-15 Appeal Form for LAP School Accountability Status, with all required supporting evidence. Districts must submit the appeal by August 4, 2014, requesting that the 2014-15 status be adjusted. Appeals may be granted if the district can prove to the satisfaction of NYSED that its identification was based on inaccurate computations applied to data in the Student Information Repository System (SIRS) as of the 2012-13 reporting deadline, August 23, 2013.

Resource Documents on Status Identification and Data Verification

More details on the data elements used for LAP identification is available in the file "LocalAssistancePlanSchoolsfor2014-15.xls" posted at the Information and Reporting Services (IRS) Portal at <http://portal.nysed.gov/portal/page/pref/PortalApp>.

Districts seeking an appeal for more than one individual school within the district must submit one form per school being appealed. The district must identify the BEDS codes and the reason for the appeal requests, and provide evidence to support the appeal.

Completing the Appeal Form for School and District Accountability Status:

1. Within the designated fields, provide the School's Name, School's BEDS Code, District's Name and BEDS Code.
2. Provide Title I Status. Indicate the Title I status for 2014-15.
3. Check the corresponding box next to the appropriate reason for the appeal.
4. Provide a narrative rationale for why the designation should be changed. The rationale should be brief and based on facts related to the submitted evidence. **Note:** Excessive details are unnecessary. Please eliminate information that is unrelated to the evidence submitted.
5. Protect personal identification information. Documents submitted to NYSED should not include social security number(s) (except the last 4 digits), date of birth, race/ethnicity, disability status, or other non-directory information. Protecting this information from unauthorized access is a legal requirement and is an important priority for NYSED. To ensure the security, if the supporting evidence for your appeal includes any of the sensitive and protected information listed above, please send this evidence to NYSED either (1) in an enclosed envelope via secure ground mail, or (2) electronically over the internet via secure file transfer protocol (SFTP). Data sent via email and standard FTP (including FTP sites with password protection) are unencrypted and therefore not secure. Consequently, these methods must not be used to transmit sensitive and protected data.
6. The superintendent (for New York City, the Chancellor) must certify the document and submit it via e-mail to accountinfo@mail.nysed.gov by Friday, August 4, 2014.



2014–15 Appeal Form for LAP School Accountability Status

School Name:	
School BEDS Code:	
District Name:	
District BEDS Code:	

<input type="checkbox"/> Title I <input type="checkbox"/> Non-Title I	
Reason for LAP Appeal	
<input type="checkbox"/> Data Issue <input type="checkbox"/> Extenuating or Extraordinary Circumstances <input type="checkbox"/> Other (e.g., school closure)	

Please briefly explain the rationale for this appeal (use additional sheets if necessary)

I certify that the information provided above and in the attached documents is true and accurate to the best of my knowledge. In the event the appeal is denied, I understand that the accountability status determination reported in the Information Reporting Services (IRS) portal will be official and that the district and its school must meet all federal and State requirements pertaining to such accountability status.

Superintendent's/Charter School Principal's Name::			
Superintendent's/Charter School Principal's Signature		Date:	