

Accountability Reports and Windows Quick Guide

(Reports-Via State Reporting Certification in the Wave's Portal)

October 1 Consolidated Report (October)

The October 1 report is the district-certified review of all students enrolled at a site on the business day nearest to October 1 of the current school year. During this report districts should review gender, race/ethnicity, IEP/504 status, EL/Bilingual status, Gifted and Talented, Economically Disadvantaged status, among other demographics. This report serves as the foundation for many other reports throughout the school year. This report displays data submitted to the Wave by your local Student Information System (SIS). Thus, all corrections or updates required must be made in the local SIS and will be refreshed in the report nightly.

Comprehensive Exit Report (CER) (October/November)

The CER provides the district-certified exit status/reason for every student enrolled at a school during the previous school year. This report is populated using the **October 1** and **SMART reports** from the previous school year to determine which students had valid enrollment at the site. The Report Category, which is prepopulated by the exit codes submitted to the WAVE via your SIS, should be reviewed for all students and should accurately reflect the last known status for that student at your school (e.g. "12-Finished out the year" if the student completed the school year and returned in the current year). This report certifies the report categories that are used for cohort determinations in accordance with federal regulations. **This report is the only place to report 5 and 6-year graduates, as they will be absent from the Cohort report (as their cohort year has already passed).**

Historical Adjusted Graduation Cohort Report (December/January)

The Cohort Report provides the district-certified graduation status of every student ever enrolled at the site whose cohort year was the previous school year. Cohort years are assigned based on federal guidance, and students may only be removed from a school's cohort if the student transfers to another diploma issuing school, emigrates, or passes away prior to the cohort year. Federal regulations require the district to maintain written documentation (e.g., a request for records) of all students exited from the cohort. The Report Category certified on this report is used to identify graduates, non-graduates, and students exiting the cohort (using the previously described criteria). This information is used in the calculation of the four-year cohort graduation rate. This report is prepopulated based on the most recent **CER** record for the student at your site.

Demographic Overlay Report (April)

The Demographic Overlay serves as the district-certified demographic values for every student with valid enrollment at your site in the current school year (including those who have exited). This report serves two main purposes: Assessment Reporting and Accountability Reporting. For Assessment reporting, a snapshot is taken at the close of the testing window to provide to assessment vendors. This allows assessment reports to be disaggregated based on gender, race/ethnicity, EL status, etc. For Accountability reporting, a second and final snapshot is taken at the end of the school year. These data are used for disaggregation and subgroup assignment on the School Report Card in federal compliance with the Every Student Succeeds Act (ESSA). The report is a current view of data submitted by your local SIS, and thus all updates to the data must be made at the local level and will be refreshed in the report nightly.

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Annual Statistical Report-Student Level (ASR-SL) (April-June)

The ASR-SL is the district-certified collection of attendance, membership, transportation, and calendar for all students enrolled in the current school year. For SY2018, this report is used for Accountability purposes. Specifically, membership and calendar data are used for Full Academic Year (FAY) determinations, and membership, attendance, and calendar data are used for the Chronic Absenteeism indicator (11% of overall grade). Beginning in SY2019, this report will be used for State Aid funding purposes. The final certification of the ASR-SL (which should match the aggregate ASR counts), will be used to identify chronically absent students by school. These data will prepopulate the Chronic Absenteeism Exemption Window.

Supplemental Membership Annual Reporting Totals (SMART) (April-June)

The SMART report mirrors the October 1 report in data captured. This report provides the same data reviewed in the October 1 report for any student who was enrolled in your school but not included on the October 1 Consolidated Report. The combination of the October 1 and SMART report establish the complete record of all students enrolled at your school in a given year. This combination is used to prepopulate the CER to determine the exit status/reason of each student.

Postsecondary Opportunities Report (PO) (May-June)

The PO Report is the district-certified review of student participation in approved Postsecondary Opportunity courses for inclusion in the new School Report Card (11% of overall grade). The report is populated from course information in your local SIS, based on the OCAS course code and instructional level. Approved coursework includes: AP/IB courses, Internships, Dual/Concurrent Enrollment, and approved-CareerTech coursework. Please note that CareerTech will report directly to OSDE courses completed at a technology center, thus these records will be absent from the report. A student will not show as a participant if any of the primary fields (i.e., OCAS course code, instructional level, term span, and term grades) are missing or incomplete.

[\(District-Review Windows -Via Accountability Reporting in Single Sign-On\)](#)

ELPA Validation Window (ACCESS, Alt ACCESS) (June)

This window allows districts to review data received by the assessment vendor for EL Proficiency Assessments (ACCESS and Alt ACCESS). Districts should review for missing students, duplicate assessments with scores, incorrect NoScoreCodes, and FAY values. If discrepancies arise, districts may submit a Data Verification Request (DVR) and an Accountability Team Member will research the discrepancy/issue to provide resolution.

Assessment Validation Window (OSTP, OAAP) (June)

This window allows districts to review data received by the assessment vendors for OSTP and OAAP. Districts should look for missing or duplicated students. They should also review the NoScoreCode and FAY values for their students. If discrepancies arise, districts may submit a Data Verification Request (DVR) and an Accountability Team Member will research the discrepancy/issue to provide resolution.

Chronic Absenteeism Exemption Window (July-August)

The Chronic Absenteeism exemption window allows districts to submit applications for medical exemptions to exclude specific absences from a student's absenteeism calculation. Specifically, if a

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student's absence meets the criteria outline in [OAC210:10-13-24](#), the absence may be removed from the (days in attendance)/(days in membership) calculation. This window will open after the final certification of the **ASR-SL**, and will only display students who have been identified as chronically absent. Districts will need to upload supporting documentation and select the specific absence(s) for which they are requesting exemption. Exemptions are reviewed and approved by committee, and decisions will be visible within the application in SSO.

Report Card Review Window (November)

The Report Card Review window will open upon the calculation and validation of each indicator comprising the Accountability system (new School Report Card). This window will allow districts to view how the certified data from the previous reports are used in accountability calculations and points for each indicator. While the source data for these indicators will have been certified and/or review prior to this time, the window will allow districts to verify the calculations for each indicator.