



MEMORANDUM

TO: Superintendents, Charter Holders, Principals, SAIS Information Managers,
Accountability Directors.

FROM: Dr. Robert J. Franciosi
Deputy Associate Superintendent

DATE: February 21, 2008

SUBJECT: **Data Correction and Statistical Appeals for the Graduation Rate of the
Class of 2007.**
(REF: RE08001-E)

This memo is to inform you about the changes to the process for correcting your graduation rate data for the class of 2007. The four-year school graduation rate of the class of 2007 will be used in the 2008 school AYP evaluations. The four-year district graduation rate of the class of 2007 will be used in the 2008 district AYP evaluations. The five-year school graduation rate of the class of 2007 will be used in the 2008 AZ LEARNS determinations.

The graduation rate will be used for any high school that had students of the 2007 cohort enrolled at their school at any time during the 2003-2004 through 2006-2007 school years.

This data correction process is the statistical appeal for the graduation rate for both AYP and AZ LEARNS. No statistical appeals will be accepted after the close of this process.

The Data Correction Process

The preliminary four-year and five-year graduation rates are now available on the ADE Common Logon. To view the graduation rates for your school or district/charter holder, log on to the common logon, enter the "AZ LEARNS /Adequate Yearly Progress (NCLB)" link. The following links will open the associated spreadsheets:

Four Year District Graduation Rates for Cohort of 2007 (district level four-year grad rate)
Four Year Graduation Rates Table for Cohort of 2007 (school level four-year grad rate)
Five Year Graduation Rates Table for Cohort of 2007 (five-year grad rate)

The Excel spreadsheets will show the number of students in the cohort class of 2007 that were enrolled in your school, district and/or charter holder, the number of graduates, and the graduation rate.

The ADE has a new application available via the Common Logon that will make available the SAIS IDs and enrollment history of the students in the cohort class of 2007 included in the graduation rate for your school, district or charter holder. On the AZ LEARNS/Adequate Yearly Progress (NCLB) page of the Common Logon, click on the link named Graduation Rate Cohort Report.

To correct your graduation rate, follow the instructions on the Data Correction Request Form for 2007 Graduation Rate, located on the Common Logon. Corrected student information—withdrawal codes, end of year codes, etc.—should be submitted via SAIS. Statistical appeals will not be granted if the underlying data is not corrected.

For help in correcting your data in SAIS, please contact the STaR Team through their web page at <http://www.azed.gov/schoolfinance/star/TrainingAndAssistRequest/RequestForm.aspx>.

Important Dates

Deadline for submitting SAIS data correction request to School Finance. Close of Business May 23, 2008

Deadline for uploading corrected SAIS data. Close of Business May 30, 2008

Close of Statistical Appeals for 2007 Graduation Rate. Close of Business May 30, 2008

Calculating the Graduation Rate

The graduation rate is a measure of the percent of the cohort class of 2007 who have graduated within four years. Students are considered a potential member of the cohort of 2007 if:

1. The student enrolled as a 9th grader or US for the first time in the 2003-2004 school year.
2. The student enrolled as a 10th grader or US in the 2004-2005 school year, and had not previously enrolled in a high school grade (9-12, US).
3. The student enrolled as an 11th grader or US in the 2005-2006 school year, and had not previously enrolled in a high school grade (9-12, US).
4. The student enrolled as a 12th grader or US in the 2006-2007 school year, and had not previously enrolled in a high school grade (9-12, US).

For the calculation of the four-year graduation rate students in the cohort fall into three categories:

- A. Students who have graduated.** These are students in the cohort of 2007 who have graduated on or before the beginning of the 2007-2008 school year. They have exit/year end codes of W7, G, or S7.
- B. Students who remain in the cohort but have not graduated.** These are students in the cohort of 2007 who remain in your school but have not graduated, or who have dropped out from your school. They have exit/year end codes of W3, W4, W5, W11,

W12, W13, S3, S4, S5, S11, S12, S13, C, A, SA, SC, or SE. Note: Students with year end codes P or R are considered dropouts if there is no subsequent enrollment or appropriate summer withdrawal.

C. Students who have exited the cohort. These are students who were in the cohort of 2007 but who have exited. They have exit/year end codes of W1, W2, W6, W8, W9, W10, S1, S99, S2, S6, S8, S9, and S10.

The graduation rate = students in category A / (students in category A + students in category B)

Because the graduation rate is a cohort measure, schools should especially be aware that:

1. A school is responsible for students in Category B above even if the students were not enrolled in that school in the 2007 school year.
2. A student may be a member of the 2007 cohort because of an enrollment in ninth grade in another school regardless of when the student was considered a 9th grader in her current school.

If you have any questions regarding this information, please contact Research and Evaluation at 602-542-5151 or email gradrate4@azed.gov.