

## Abbreviated Guide to Checking the 2015 Assessment Data

### Participation AMO

The 2015 Participation AMO is now ready for review by utilizing the data contained in the reports in MO. The Participation rate is the percent of students in a school or district during the testing window who took the state assessment in Math or ELA. The participation rate is calculated by dividing the valid participation n (students tested) by the total participation (eligible students) which equals the participation rate. The participation rate AMO is 95%. If a school or district's percent participation is below 95% in the current year, the percent participating is averaged across either 2 or 3 years. If the average is at or above 95% then the school or district makes the participation AMO.

Depending on multiple factors, a student may be considered as exempt for a school/district, count for participation only, or is included in both participation and accountability.

- A student may be exempt because of a Special Circumstances (SC) code or by a very late enrollment (enrollment after March 7, 2015).
- A student will count towards participation only if the student enrolled after September 20.

In the Participation AMO, examine the Total count for All Students, or by subgroup, and compare that to the Valid Participation count and compare that data with your counts. Check that the following is correct:

*Data for the Participation Rate AMO are available in the Measurable Objectives authenticated application under the AMOs for Building heading. Select Participation Rate and refer to the ELA and Math column headings for total n, valid n, participation % and Made AMO.*

1. The numbers for test participation "n" and test participation % in the Participation Rate AMO are correct.
2. Confirm the review of "made" or "not made" in the Participation Rate AMO.

If you find a discrepancy for either ELA or math for either the total or valid participation, use the Complete Student Test report to determine which student(s) are not being counted correctly.

### Complete Student Test Report

Review the Acct. Status (which stands for Accountability Status) for the building, district, and state columns.

Status Code in MO	Definition	Result
-4	0% questions answered	P
-3	Invalid assessment (counts against participation as not tested).	P
-2	No assessment results and no EXIT record but with a valid TEST record	P
-1	Not tested but with an SC code indicating they should have been.	P
0	Exempt from testing due to SC codes.	E
1	Considered complete (Greater than or equal to 90%) and result counts in participation and accountability calculations which include student enrolled by September 20.	PP
3	Student was enrolled by September 20 but due to special situations, result counts in participation only.	P
4	Late to building (after September 20), but tested; result counts in participation only.	P
5	Exempt from testing due to very late enrollment (after March 7).	E
7	Ambiguous Accountability School error. This is a temporary code that schools must resolve. Results excluded from calculations for accountability, participation, and test pool until resolved.	
8	Greater than 0% but less than 90% of questions have responses. The result counts for participation only and does not count towards accountability.	P

*E=Student is exempt from assessments; does not count in any counts*

*P=Counts towards Participation only*

*PP=Included in both Participation and Performance*

If you find discrepancies, corrections must be done with an updated TEST or EXIT record in the KIDS Collection System. Please work with your KIDS Coordinator to determine if there is an issue with the data submitted to KIDS and correct it.

For students that are being included in both participation and accountability but should only be counting towards participation, look at the School Entry Date on the TEST record for a building or the District Entry Date for a District. If that date is not correct, submit an updated TEST record with the corrected date.

For students that are being included in the participation count but should not be counted for participation, look at the School Entry Date on the TEST record for a building or the District Entry Date for a District. If that date is not correct submit an updated TEST record with the corrected date that is after March 7, 2015. **OR** Check the Exit/Withdrawal Date on the EXIT record.

For students that are being included as not tested but should be, look at the School Entry Date on the TEST record **OR** the Exit/Withdrawal Date on the EXIT record.

### ***Continue Checking Your Data***

- Confirm that all students listed as “NT” (not tested) is correct.
- Confirm that the students listed with free or reduced lunch is correct.
- Confirm that the students listed with Primary Exceptionality Code (Primary Disability) is correct.
- Confirm that the students listed with Secondary Exceptionality Code (Giftedness) is correct.
- Confirm that the students listed with Qualified for 504 is correct.
- Confirm that the students listed as ELL is correct.
- Confirm that the students listed as Migrant is correct.

### ***Ambiguous School Report***

An ambiguous student situation occurs when a student has completed an assessment in a particular subject for which multiple TEST records exist for that student and subject combination, but with different Accountability schools listed. We are unable to determine which TEST record should be used. These Accountability School duplications will be reported as errors until the ambiguity is resolved. Schools/Districts must resolve all ambiguous errors (status code = 7) before signing off on the data.

Only one Accountability School can be credited with a student’s assessment results. Therefore, it is imperative for the incorrect Accountability School to correct the condition so that the correct Accountability School is credited.

In order to correct the ambiguity, the ‘incorrect’ Accountability School has two ways to resolve the issue and will depend on the data on previously submitted TEST or EXIT records to KIDS. Run the ‘Student History Report’ in KIDS Collection to determine which option will resolve the issue.

**Option one:** The ‘incorrect’ Accountability School will need to submit an updated 2015 TEST record showing themselves as the Accountability School and with test type “C” in the appropriate assessment field(s). This will “clear” the record for the ‘incorrect’ Accountability School and results in the correct Accountability School being credited with the student’s results.

**Option two:** The ‘incorrect’ Accountability School will need to submit an EXIT record showing themselves as the Accountability School and with an Exit/Withdrawal Date prior to the School Entry Date of the TEST record from the ‘correct’ Accountability School. This will remove the record for the ‘incorrect’ Accountability School and results in the correct Accountability School being credited with the student’s results.

For any questions about updating KIDS records, please contact the KIDS Help Desk at 785-296-7935.

## **Graduation Rate AMO**

1. Review the Graduation Rate AMO and reports and confirm the graduation rate reflected is correct.
2. Confirm the review of “made” or “not made” in the Graduation Rate AMO.

*Data for the Graduation Rate AMO is found in the Measurable Objectives authenticated application under the AMOs for Building heading. Select Graduation Rate and refer to both the 4 yr. graduation rate and the 5yr. graduation rate columns.*

***PLEASE remember that the graduation rate data is from the 2014 Dropout Graduation Summary Report (DGSR). You can check the AMO graduation data by referring to your 2014 DGSR.***

## **Help Desk**

For questions regarding the MO system or the data in MO, contact the MO Help Desk at 785-296-1978 or send an email at [mo@ksde.org](mailto:mo@ksde.org).

For KIDS data questions or questions regarding sending up 2015 TEST or EXIT records to KIDS, contact the KIDS Help Desk at 785-296-7935 or [kids@ksde.org](mailto:kids@ksde.org).