

Administrative Memo

TO: School Administrators
 FROM: Dennis Cooper, Assistant Commissioner, Office of Quality Schools
 Leigh Ann Grant-Engle, Assistant Commissioner, Office of Data System Management
 SUBJECT: LS-14-001-Data Release and Appeals Process
 DATE: April 21, 2014

In preparation for the release of the 2014 Annual Performance Report (APR), the Department of Elementary and Secondary Education (Department) has prepared the schedule for the data release and appeals process. Please note two important data management items:

1. The prior year data will be frozen as of June 27, 2014 (this includes data July 1, 2012 – June 30, 2013).
2. Second, the schedule includes an opportunity to make corrections to 2014 data and appeal test scores. This will allow districts an opportunity to review data before the release of the MSIP5 APR and will accommodate a narrower window of time between the secured release and final posting of the APR.

To help with this effort a webinar has been scheduled for May 1, 2014, from 1:30-2:30 p.m. This webinar will be recorded and made available for review.

Department personnel anticipate the following timeline will be followed for the release of 2013-14 MAP data and the MSIP5 APR. We hope this will assist in your planning.

DATA RELEASE

Date	Description	Mode
July 23	SY14 MAP Data	SECURE
July 28	SY14 MAP Item Benchmark Descriptions data and content standards data	SECURE
August 4 (MOSIS data as of 5:00 p.m. August 1st)	APR Preview	SECURE

August 25 (All data refreshed as of August 15 5:00 p.m.)	APR Final	SECURE
August 26	APR results to media (for advance review)	EMBARGOED Until August 29 12:01 a.m.
August 28	PRESS CONFERENCE	REGISTERED TELECONFERENCE
August 29	DESE news release publicly issued for FINAL APR	PUBLIC

DATA CORRECTIONS and APPEALS

Date	Description
June 27 (5:00 p.m.)	All prior year data complete (July 1, 2012 – June 30, 2013)
July 23 – August 15 (5:00 p.m.)	Student 2013-14 MAP Scores
July 23 – August 15 (5:00 p.m.)	July 1, 2013 – June 30, 2014 College and Career Ready Assessment Scores ACT, COMPASS, SAT, AP, IB, PLTW

For additional information regarding appeal processes and forms go to:
<http://dese.mo.gov/quality-schools/accountability-data/appeals-procedure>