

## Administrative Memo

**Date:** July 26, 2016

**To:** School Administrators

**From:** Chris Neale, Assistant Commissioner, Office of Quality Schools

**Subject:** QS-16-006 - Update on the 2016 Data Release and Annual Performance Report (APR)

On May 10, 2016, the Office of Data System Management and Office of Quality Schools shared Administrative Memo LS-16-002 (<http://dese.mo.gov/sites/default/files/am/documents/LS-16-002.pdf>) with districts to outline the tentative schedule for the 2016 APR data release and appeals process. This memo serves as a follow-up to the original correspondence.

Effectively communicating assessment information, both outcomes and the APR, is critically important. Information must be thoroughly examined to ensure that it is accurate, as many important decisions are made based on these outcomes. The process cannot compromise the decisions with either tardiness or inaccuracy. The Department of Elementary and Secondary Education (DESE) is taking extra steps again this year to ensure that the data are accurate before producing the 2016 Preliminary APR or releasing the final document.

This letter is designed to provide you with a draft release schedule and other key dates for the 2016 APR. In addition, district MOSIS/and Core Data coordinators, assessment coordinators and others will receive a listserv message when the data are available in the MCDS Portal.

Once DESE has received a complete data set, DESE will do the following:

- Review and revise the MSIP Comprehensive Guide to the Missouri School Improvement Program
- Review Status Targets for English Language Arts and Mathematics and meet with the Technical Advisory Committee for review
- Conduct a public hearing regarding the changes being made to the Scoring Guide

### Data Appeals and Corrections

<b>Date</b>	<b>Description</b>	<b>Access</b>
Aug. 8 – Aug. 19	MOSIS ID Cleanup process available for third Party CCR Measures	MOSIS
Sept. 6 – Sept. 23 5:00 p.m.	Student 2015-16 MAP ***Appeal Window ***	
Sept. 6 – Sept. 23 5:00 p.m.	July 1, 2015 – June 30, 2016 College and Career Ready Assessment Scores – ACT <sup>®</sup> , COMPASS <sup>®</sup> , WorkKeys <sup>®</sup> , SAT <sup>®</sup> , AP <sup>®</sup> , IB <sup>®</sup> , and PLTW *** Appeal Window ***	

### APR Release Schedule

<b>Date</b>	<b>Description</b>	<b>Access</b>
Sept. 6 (week of)	SY16 MAP Data	SECURE
Oct. 3	Preliminary APR	SECURE
Oct. 21 5:00 p.m.	Data Freeze to generate Final APR	
Oct. 31	Final APR available behind secure login	SECURE
Nov. 2	Embargoed Data available to press	
Nov. 7	APR Available to Public	PUBLIC

For additional information regarding appeal processes and forms go to:

<http://dese.mo.gov/quality-schools/accountability-data/appeals-procedure>

If you have any additional questions please contact Jocelyn Strand ([Jocelyn.Strand@dese.mo.gov](mailto:Jocelyn.Strand@dese.mo.gov)) 573-751-4104 or Janet Duncan ([Janet.Duncan@dese.mo.gov](mailto:Janet.Duncan@dese.mo.gov)) 573-751-1362.