

## **Attachment: Rules Used to Calculate the Participation Rate**

This attachment contains the rules used to determine which students are included or excluded from the calculation of the participation rate and, in cases of student transfers during the testing window, which school will be held accountable for testing the student. The impact of these rules on charter schools and Dashboard Alternative School Status (DASS) schools are also addressed.

Based on conversations with the U.S. Department of Education (ED), the participation rate will now be incorporated into the reporting of performance on the Academic Indicator, which will have a negative impact. How it will be incorporated **has not yet been resolved**. Once the California Department of Education (CDE) has garnered feedback to inform the decision on how to meet this requirement, the CDE will **notify local educational agencies (LEAs) of these decisions**.

### **Who Is Held Responsible for Meeting the 95 Percent Participation Rate Goal?**

All LEAs, schools (includes charter and alternative schools), and student groups are responsible for meeting the 95 percent participation rate goal. Any student group with at least 11 students will have a participation rate calculated.

### **What Happens when the 95 Percent Participation Rate Goal is Not Met?**

As discussed earlier, failure to meet the 95 percent participation rate requirement will have a negative impact on an LEA's and school's Academic Indicator, which may impact their performance levels (colors). Academic Indicator performance levels will be used to identify: (1) LEAs for technical assistance, and (2) schools for comprehensive assistance. Therefore, the CDE is encouraging all schools to test at least 95 percent of their students.

### **Are Participation Rates Calculated Differently for Accountability Versus the California Assessment of Student Performance and Progress?**

Yes. The rules used to calculate the participation rate for the California School Dashboard (Dashboard) vary from the rules used to calculate the number of students tested displayed on the California Assessment of Student Performance and Progress (CAASPP) public reporting site, as well as the test completion rates shown in the Test Operations Management System (TOMS) Completion Status reports.

## Which Content Areas Are Used to Calculate the Participation Rate?

- **English language arts/literacy (ELA) and Mathematics:** For accountability purposes, the participation rate is calculated for ELA and mathematics **only**. All LEAs, schools, and student groups are required to meet the 95 percent participation rate for these two content areas on the Smarter Balanced Summative Assessments.
- **California Science Test (CAST):** While the CDE will report the participation rate for the CAST to the ED, the participation rates for LEAs, schools, and student groups' are **not** incorporated in the 2018 Dashboard.

## Which Students Are Automatically Removed from the Participation Rate Calculations?

The following students are not included in the calculations of the participation rate; therefore, these students' data will not impact the LEA's, school's, or student group's Academic Indicator.

- **Medical Emergency:** Students who are absent from testing due to a significant medical emergency are excluded from calculations for the participation rate. Student records marked as "not tested due to significant medical emergency" (condition code NTE) will be automatically removed, unless attempts on test items were made. Any student who logs onto both the computer adaptive test (CAT) and performance task (PT) will be counted in the participation rate, regardless of the student's condition code.
- **English Learners (ELs) in the Country for Less than One Year:** ELs who have been enrolled in a U.S. school for less than one year are exempt from taking the ELA portion of the Smarter Balanced Summative Assessments. For accountability purposes, any EL student who first enrolled in a U.S. school **after April 15, 2017**, is not required to participate in the ELA Smarter Balanced Summative Assessment. These students **will not** be included in the **ELA participation rate** unless the student chooses to participate in the ELA assessment. Any student who logs onto both the CAT and PT will be counted in the participation rate.

**Note:** All EL students (regardless of whether they have been enrolled in a U.S. school for less than one year) are expected to take the mathematics Smarter Balanced Summative Assessment and will be included in the mathematics participation rate.

All ELs who first enroll in a U.S. school *after* April 15, 2017, are **excluded** from the Academic Indicator for the calculation of the Academic Indicator (Distance from Level 3).

## Parent Waivers

Because the ED does not recognize parent waivers, students who do not take the assessments due to a parent waiver are still **included in the denominator of the participation rate**. (They are, however, **excluded from the numerator**, meaning that they are counted as “not participating.”)

## Using the Selected Testing Window as a Starting Point

Prior to calculating the participation rate, a school's selected testing window is used to determine which students should be included or excluded in the participation rate calculations. For the Smarter Balanced Summative Assessments, the selected testing windows were based on the test dates set up by LEA CAASPP coordinators in the TOMS Test Administration Setup module.

**Note:** If an LEA did not designate a selected testing window for a school, the available testing window shall be the selected testing window for that school. The available testing window begins on the day in which 66 percent of the school's annual instructional days have been completed, and continue up to and including the last day of instruction for the regular annual calendar.

## Determining the Participation Rate Denominator: Enrolled

Students who are enrolled during a school's testing window, and **do not transfer in or out** during the testing window, are included in the enrolled count (i.e., included in the participation rate denominator).

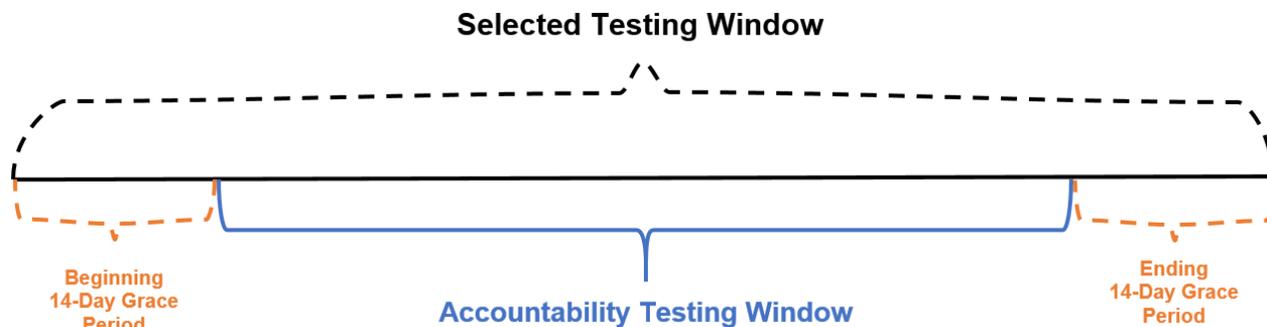
However, because some students **transfer in or out** during a school's testing window, **grace periods** were developed. These grace periods apply only to certain students who transfer in and/or out during the testing window to hold schools harmless when there is inadequate time to administer the Smarter Balanced Summative Assessments.

## Grace Periods

Two 14-day grace periods are applied within a testing window: one at the beginning of the testing window and one at the end. The 14-day grace periods are "calendar days," meaning that weekends and holidays are included in the count. In addition, the testing windows include any extensions added to the original testing window requested by the LEA.

## Accountability Testing Window

Once the two 14-day grace periods are applied to the LEA or school's selected testing window, the days not covered by the grace periods reflect the **accountability testing window**. The following diagram illustrates the differences between the selected testing window, grace periods, and accountability testing window.



## Students Who Transfer In or Out

Students who do not test will be excluded or included in a school's participation rate based on when the student transferred in or out.

### Transfer In

Referencing the preceding diagram, schools are **responsible for testing students** who transfer in during the *beginning 14-day grace period or the Accountability Testing Window*. These students **will be included** in the enrolled count (i.e., included in the participation rate denominator). However, schools are **not responsible for testing students** who transfer in during the ending 14-day grace period. These students **will not be included** in the enrolled count if they were not tested.

### Transfer Out

Still referencing the preceding diagram, schools are **not responsible for testing students** who transfer out during the *beginning 14-day grace period*. These students **will not be included** in the enrolled count (i.e., not included in the participation rate denominator) if they were not tested.

However, schools are **responsible for testing students** who transfer out during the *Accountability Testing Window or the ending 14-day grace period*. These students **will be included** in the enrolled count (i.e., included in the participation rate denominator), whether or not they were tested.

## Determining the Participation Rate Numerator: Tested

To be considered as "participating," and included as tested, a student must:

- Be "enrolled." Only students who are included in the count for enrolled are included in the count for tested, and
- Log on to both parts (CAT and PT) of the test in the same content area or have a test completion date.

For example, if a student logs on to the ELA CAT and does not log on to the ELA PT, the student would be counted as "not participating" in the ELA assessment and excluded from the numerator. Similarly, if a student logs on to the PT only for both content areas and not the CAT, the student would be counted as "not participating" (or excluded from the numerator) in both ELA and mathematics.

### Who Is Held Responsible if a Student Transfers?

Table 1 provides scenarios in which students are included or excluded from the participation rate calculations. It also identifies which school is held responsible when a student transfers.

**Table 1**

Example	Jefferson City Junior High (JCJH)	Carson City Middle School (CCMS)	Participation Rate Determination
1	Student exits during the beginning grace period and never enrolls at another school. The student has not yet taken any of the Smarter Balanced Summative Assessments.	(Does Not Enroll)	Due to the grace period applied at the beginning of testing, the student will <b>not</b> be included in JCJH's participation rate (neither in the denominator nor the numerator).
2	Student exits during the accountability testing window and never enrolls at another school. The student has not yet taken any of the Smarter Balanced Summative Assessments.	(Does Not Enroll)	Because the student exited JCJH during the accountability testing window and never enrolled in another school, the student will be included in JCJH's denominator for both the ELA and mathematics participation rates. However, the student will <b>not</b> be included in the numerator, since the student did not participate in the assessments.

Example	Jefferson City Junior High (JCJH)	Carson City Middle School (CCMS)	Participation Rate Determination
3	Student completes the ELA PT but exits during the beginning grace period before completing the remaining Smarter Balanced Summative Assessments.	Student enrolls during the beginning grace period, completes the mathematics CAT and PT, but does not complete the ELA CAT.	<p>Because the student enrolled at CCMS during the beginning grace period, CCMS is responsible for administering the ELA CAT, mathematics CAT, and mathematics PT to the student.</p> <p>For the mathematics participation rate, the student <b>will be</b> included in both the numerator and denominator for CCMS. For ELA participation, the student will be included <b>only</b> in the denominator and not be included in the numerator because the ELA CAT was not completed.</p>
4	Student completes the ELA CAT and PT but exits during the accountability testing window before completing the mathematics CAT and PT.	Student enrolls during the beginning grace period and completes the mathematics CAT and PT.	<p>Because the student completed the ELA CAT and PT at JCJH, the student will be included in both the numerator and denominator for JCJH's ELA participation rate.</p> <p>Because the student enrolled at CCMS during the beginning grace period, CCMS is responsible for administering the mathematics CAT and PT to the student. The student <b>will be</b> included in CCMS's mathematics participation rate (in both the numerator and denominator).</p>

Example	Jefferson City Junior High (JCJH)	Carson City Middle School (CCMS)	Participation Rate Determination
5	Student completes the ELA CAT and PT, and mathematics CAT but exits during the accountability testing window before completing the mathematics PT.	Student enrolls during the accountability testing window.	<p>Because the student completed the ELA CAT and PT at JCJH, the student will be included in JCJH's ELA participation rate (in both the numerator and denominator).</p> <p>Because the student enrolled at CCMS during the accountability testing window, CCMS is responsible for administering the mathematics PT to the student. The student <b>will be</b> included in CCMS's mathematics participation rate.</p>
6	Student completes ELA CAT and PT, and mathematics CAT and PT, and exits during the accountability testing window.	Student enrolls during the accountability testing window.	Because the student completed all Smarter Balanced Summative Assessments at JCJH, the student will be included in JCJH's ELA and mathematics participation rates (in both the numerator and denominator).
7	Student exits during the accountability testing window. The student has not yet taken any of the Smarter Balanced Summative Assessments.	Student enrolls during the end grace period and does not take any tests.	<p>Because the student enrolled at CCMS during the end grace period, the student will <b>not</b> be included in CCMS's participation rates.</p> <p>However, the student <b>will be</b> included in the denominator of JCJH's ELA and mathematics participation rates because the student transferred <i>after</i> the beginning grace period and during the accountability testing window.</p>

Example	Jefferson City Junior High (JCJH)	Carson City Middle School (CCMS)	Participation Rate Determination
8	Student completes the ELA CAT and PT and mathematics PT and exits during the accountability testing window.	Student enrolls during the end grace period and does not complete the mathematics CAT.	Because the student enrolled at CCMS during the end grace period, the student will <b>not</b> be included in CCMS's mathematics participation rate.  However, the student will be included in JCJH's ELA participation rate (in both the denominator and numerator), and in the denominator for the mathematics participation rate because the student did not complete the mathematics CAT.

## Charter and Dashboard Alternative School Status Schools

**Charter Schools:** Because **all** charter schools are treated as LEAs under the Local Control Funding Formula, their data are not included in the state indicator Dashboard reports for the authorizing agency. The same will be true for the participation rate. Charter schools' participation data **will not be included** in their authorizing agencies' participation rates.

**DASS Schools:** All DASS schools will receive a Dashboard report for the first time in fall 2018. These schools' data will be included in their LEAs' Dashboard report for each state indicator. Therefore, their participation data **will also be included** in their LEA's participation rates.

## How Are LEA Participation Rates Calculated?

Each LEA's participation rates are calculated by aggregating up all their schools' participation rate data (i.e., all the schools enrolled and tested are aggregated up to the LEA level). The only schools not aggregated are charter schools.