August 7, 2018

Dear County and District Superintendents and Charter School Administrators:

Data Submission Reminders for the 2018 California School Dashboard

As a follow-up to a June 1, 2018, letter from Deputy Superintendent Keric Ashley, the California Department of Education (CDE) is again reminding local educational agencies (LEAs) that the 2018 California School Dashboard (Dashboard) will be based on the most recent data available from the California Longitudinal Pupil Achievement Data System (CALPADS). LEAs are currently reviewing and certifying key data elements to CALPADS as part of the 2018 End-of-Year (EOY) submissions which will be used to develop the 2018 Dashboard that will be publicly released this December.

The initial certification deadline for the EOY submissions was July 31, 2018. LEAs now have until August 24, 2018 to update, if necessary, and (re)certify their EOY submissions. The course completion and Career Technical Education (CTE) data certified as part of EOY 1, and the suspension, cumulative enrollment, and chronic absenteeism data certified as part of EOY 3 are used to determine the College/Career, Suspension Rate, and Chronic Absenteeism indicators. These data must be certified by the August 24 deadline and there will be no further opportunities to amend these data.

LEAs are also reminded that enrollment and exit data, including the completer indicators (met UC/CSU entrance requirements, Golden State Seal Merit Diploma, and State Seal of Biliteracy) will be pulled from the CALPADS Operational Data Store (ODS) on September 14, 2018, to calculate the four-year Adjusted Cohort Graduation Rate (ACGR) used for the 2018 Dashboard and to meet federal reporting requirements. LEAs can continuously preview these data and update as necessary until September 14 in the new CALPADS *Report 15.1 – Cohort Outcome - Count*. Although LEAs have until September 14 to finalize the CALPADS data used for the 2018 ACGR, it is imperative that LEAs certify accurate data in their EOY 3 cumulative enrollment submission (i.e., student exit reasons, school completion statuses, UC/CSU entrance requirements, Golden State Seal Merit Diploma, and State Seal of Biliteracy) by August 24. LEAs should not certify "proxy" data as part of their EOY 3 cumulative enrollment. Certifying data in CALPADS means that the LEA is signifying to the CDE that the data are accurate.

These key submission dates are summarized in the following table. **It is absolutely imperative that LEAs complete required actions by the specified dates because**

these data will be used in the 2018 Dashboard and there will be no further opportunities to amend these data after the deadlines have passed.

Key Submission Dates

Deadline	Actions Required
August 24	**Final EOY Certification Deadline:** LEAs must accurately complete updates and certify or re-certify EOY submissions, including closing all prior year student exits.
September 14	**ODS Pull for 4-Year Adjusted Cohort Graduate Rate (ACGR):** LEAs must update exit records for students graduating by August 15, and update the following indicators for graduates: met University of California/California State University (UC/CSU) entrance requirements, Golden State Seal Merit Diploma, and State Seal of Biliteracy.

Differences Between the One-Year Graduate Counts and the Four-Year ACGR

LEAs should not confuse the one-year graduate count with the four-year ACGR. The one-year graduate count includes students who graduated from high school during the prior academic year, regardless of when they started high school. The four-year ACGR only includes students who started ninth grade at the same time and graduated on time four years later.

LEAs should note that this year the ACGR will be calculated earlier compared with prior years. Previous calculations of the ACGR were based on the prior year exit data submitted as part of the Fall 1 submission, which typically closed in the February of the subsequent academic year. As a result, the ACGR has not been available until almost a year after graduation. Moving forward, the ACGR will be calculated based on changes submitted by LEAs during the cohort processing window immediately following the end of the academic year. The 2018 cohort processing window ends September 14, 2018.

Currently, LEAs certify prior year one-year graduate counts as part of the annual Fall 1 submission. Once LEAs certify these data and the Fall 1 submission closes, these data cannot be changed. The one-year graduate reports on DataQuest will be based on data that are certified later as part of the Fall 1 submission which will close in December 2018. While there are differences in the one-year graduate counts and the four-year ACGR, they do largely overlap. LEAs are strongly encouraged to review the ACGR *Report 15.1 – Cohort Outcome – Count* in CALPADS and update data by September 14, to avoid making further data modifications to graduate data during the Fall 1 submission window. It is particularly important to ensure that the completion indicator data (met UC/CSU entrance requirements, Golden State Seal Merit Diploma, State Seal of Biliteracy) are accurate by the September 14 ACGR pull because those data are used in the College/Career Indicator on the 2018 Dashboard.

If you have any questions regarding this letter or have concerns meeting these deadlines due to natural disasters affecting your LEA, please contact Karen Almquist, Administrator, at 916-319-0529. All other questions should be referred to the CALPADS Service Desk by e-mail at calpads-support@cde.ca.gov or by phone at 916-325-9210.

Sincerely,

/s/

Jerry Winkler, Director

Educational Data Management Division

JW:ka

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CK:rb