Improving Accuracy of Accreditation Reporting

presented by
Standards for Accreditation
Division of Public School Accountability
Arkansas Department of Education
2017-2018
Locating Rules Governing Standards for Accreditation of Arkansas Public Schools

Go to Arkansas Department of Education web page

http://www.arkansased.gov

Go to Rules

Go to Current

Scroll down to Standards for Accreditation

Arkansas Department of Education
Rules Governing Standards for Accreditation

1.0 Regulatory Authority
2.0 Purpose
3.0 Definitions
4.0 Cited Status
5.0 Probationary Status
6.0 Standards I Equal Education Opportunities
7.0 Standards II Goals and Administration of Arkansas Public Schools and School Districts
8.0 Standards III Active Community Involvement
9.0 Standards IV Curriculum
10.0 Standards V Instruction
11.0 Standards VI Attendance and Enrollment
12.0 Standards VII Student Performance
13.0 Standards VIII School Performance
14.0 Standards IX Graduation Requirements
Arkansas Department of Education
Rules Governing Standards for Accreditation
continued

15.0 Standards X Personnel
16.0 Standards XI Support Services
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18.0 Standards XIII Gifted and Talented Education
19.0 Standards XIV Supplementary Educational Opportunities
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21.0 Standards XVI Auxiliary Services
22.0 Standards XVII Cooperation Among School Districts
23.0 Standards XVIII Accreditation of Schools
24.0 Specific Time Frame for Citations or Probations Citations
25.0 Enforcement of Standards for Accreditation
26.0 Right of Appeal
27.0 Waiver Authority and Process
Section 9.0 Standard IV Curriculum

Thomas Coy, Public School Program Manager
thomas.coy@Arkansas.gov
Arkansas Department of Education
Division of Learning Services
Four Capitol Mall, Room 202-B
Little Rock, AR 72201
Phone: 501-682-4250
Physical Education & Physical Activity

**Kindergarten-4th grade**

40 minutes P.E. each week (1440 minutes total)  
90 minutes Physical Activity each week

**Grades 5-6**

40 minutes P.E. each week (1440 minutes total)  
90 minutes Physical Activity each week

One year pilot program for 2018-2019 to increase recess time (ACT 1062 of 2017)

- Interested schools must submit a plan and file a follow-up report
- Grades K-4 would provide 340 minutes per week
- Grades 5-6 would provide 265 minutes per week
Physical Education & Physical Activity (Cont.)

| Grades 5-8 Grades 6-8 OR any Middle School combination | • 40 minutes per week or equivalent time (1440 minutes) P.E.  
|• No Physical Activity Requirement |
|---|---|
| Grades 5-6 | 30:1 |
| Grades 7-8 | Large Group Instruction permitted Standards for Accreditation 10.02.5 |
## Art and Music

<table>
<thead>
<tr>
<th>Grade</th>
<th>Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kindergarten</td>
<td>Classroom teacher may teach both art and music with no minimum number of minutes required.</td>
</tr>
<tr>
<td>Grades 1-6</td>
<td>40 minutes per week or equivalent time (1440 minutes) with certified Art and Music Teachers.</td>
</tr>
<tr>
<td>Grades 7-8</td>
<td>Classes must be taught by certified Art and Music teachers. Students may choose Art or Music. No minimum number of minutes. Choir and/or Band is eligible for large group instruction.</td>
</tr>
</tbody>
</table>
Taught and/or Offered

The required 38 units of instruction for high school(s) (Grades 9-12) are taught, considered taught, and/or offered in accordance with the Rules Governing Standards for Accreditation and A.C.A. § 6-15-213.
Section 15.0 Standard X  Personnel

Cheryl L. Reinhart, Director
Melissa Jacks, Program Coordinator
Office of Educator Licensure
Arkansas Department of Education
Four Capitol Mall, Room 106-B
Little Rock, AR 72201
Phone: 501-682-4342
Fax: 501-682-4898
Office email: ade.educatorlicensure@arkansas.gov
No Students Attached FTE’s

<table>
<thead>
<tr>
<th>Position</th>
<th>Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Superintendent</td>
<td>Full time required at 300 students.</td>
</tr>
<tr>
<td>Principal</td>
<td>Full time with 300 students. More than 500 requires an additional ½ time Assistant Principal or Instructional Supervisor or Curriculum Supervisor.</td>
</tr>
<tr>
<td>Counselor</td>
<td>District average of 1:450</td>
</tr>
<tr>
<td>Library Media Specialist</td>
<td>300 to 1499 students require a full time Library Media Specialist. Less than 300 requires ½ time. Each school must have at least a .5 FTE Library Media Specialist.</td>
</tr>
</tbody>
</table>
Counselor
District average of 1:450

Example: School A has 400 students with one counselor.

School B has 500 students with one counselor.

That is a total of 900 students in the district.

900 divided by 450 = 2 counselors

900 students may be served in this manner.

All other required FTE ratios are by individual school enrollment numbers.
Standards Rule 24.01

A school or school district will be placed in cited status for licensure deficiencies for the second and third year of an individual’s Additional Licensure Plan (ALP) / Administrator Licensure Completion Plan (ALCP).

This status will continue for the length of time prescribed by the individual’s approved plan, not to exceed two (2) years.

Any district/school employing a person not completing the plan after the two (2) year cited process shall be assigned accredited–probationary status.
Standards Rule 24.01 (cont.)

If an employee is assigned an out-of-area ALP/ALCP, a deadline is automatically assigned by the Standards Annual Accreditation System (SAAS).

This does not eliminate the employing district/individual’s responsibility to comply with the ALP/ALCP process.

The date of the ALP/ALCP begins with the school year when the individual is placed in the out-of-area assignment. Not when the written ALP/ALCP is requested and/or granted.
Data Quality in Cycle 2 Reporting
Purpose Of Cycle 2 Reporting

The Cycle 2 submission is a way for districts and schools to document compliance with rules governing standards for accreditation.

Check ADE “Rules Governing Standards for Accreditation of Arkansas Public Schools” at Arkansased.gov
The Cycle 2 report is used to determine the accreditation status for each district and school.

Some information generated in the Initial/Annual Accreditation Report is pulled from the districts' Cycle 2 submission. A portion of the information is live data.

Use the Standards Annual Accreditation System (SAAS) from the data center to periodically check your accreditation status. https://adedata.arkansas.gov/saas/

Preliminary District SAAS Reports (Restricted)
Self-monitoring of Standards Annual Accreditation System (SAAS)

• Review before Cycle 2 reporting for Validation edits (Phase 2 errors).

• Conference with building administrators about errors and resolutions.

• Be aware that Validation edits (Phase 2 errors) may be probationary violations on the accreditation report if left unresolved.

• Periodically check the SAAS program for errors throughout the school year.

• Review the Final Accreditation report with the upcoming school year in mind.

• Make sure corrections made in the system are included in the rollover database.

• Inform staff with ALPs/ALCPs of timelines for completion.
Triangulation of Educators, Licensure, and Job and Course Code Alignment

Input

Educator

Database And Requirement Alignment

Licensing Requirements

Job and Course Code Alignment

Outcome
Data Quality – Teacher Licensure

Please ensure accuracy of data entry, especially:

• Arkansas Teacher License numbers.

• Four-digit job code for positions with no students attached. (Ex. – Superintendent, 1000)

• Update information to ensure that personnel no longer employed by the district are not in the staff list/teacher catalog.

• Check Arkansas Teacher License number of all new staff in certified staff positions.

• Check licensure of new staff members and staff members whose job assignments have changed.

Before hiring a new staff member, confirm they are licensed to teach the needed course or are eligible and willing to be placed onto an Additional Licensure Plan (ALP).

(https://adeaels.arkansas.gov/AelsWeb/Search.aspx)
Anomaly in the system

Certification for coaches from Arkansas Activities Association (AAA)

Does not permit coaches to teach

- PE
- Health
Recommendation

For each Arkansas licensed individual teaching out of area/grade level, the district and individual must complete 3 actions.

1. Submit completed ALP/ALCP;

2. Request waivers yearly, throughout the duration of the ALP from Dr. Jeremy Owoh, Assistant Commissioner, Division of Educator Effectiveness and Licensure; and

3. ALPs require written notice sent to parents of each student in the affected classroom(s).

ALP- Additional Licensure Plan

ALCP- Administrator Licensure Completion Plan
Data Quality – Concurrent Credit

For non-licensed instructors of concurrent credit courses employed by an institution of higher education,

1. use 999-99-9999 as SSN and
2. Concurrent Credit as the name of the instructor.

Data Quality – Digital Learning

For Arkansas Virtual School (ARVS), use the number provided by the school (ARVS) as the Teacher Identification Number. For other out-of-state digital providers, the school should verify with the sending state the qualifications of the teacher to teach the course and then request a teacher identification number from the Arkansas Department of Education.

Data Quality – Course Codes

Six-digit course code for positions that require a student count.
Data Quality – Job Codes

Four-digit job codes for no students attached in a certified position.

(Ex. Speech Language Pathologist 9020)

Three-digit job codes for classified positions.

(Ex. Speech Language Pathologist 474)
Data Quality – Gifted and Talented

Advanced Placements certificates must be recorded in the ADE Office of Gifted and Talented.

Advanced Training Plan (ATP)
Data Quality – Class Size

**Elementary**

20:1 in Kindergarten or classes with 21 or 22 students, a half-time aide is required.

25:1 in Grades 1-3

28:1 in Grades 4-6

30:1 in Grades K-6 Physical Education Classes

150 students maximum per day in Grades 5-6

Physical Activity has no maximum number of students

*Extra compensation will permit additional students per day.*

ACT 1113 of 2017 and A.C.A. § 6-17- 812 (a)
Data Quality – Class Size (Cont.)

**High School Grades 7-12**

30:1 per class

150 students maximum per day

Large group instruction is allowed in:

- Physical Education, performing arts such as Band and Choir, ROTC, other approved courses.

*Extra compensation will permit additional students.*

ACT 1113 of 2017 and A.C.A. § 6-17-812 (a)
Accuracy of Accreditation Reporting

- Enter accurate data
- Avoid overrides
- Revisit SAAS periodically
Questions and Answers
# Standards for Accreditation Unit

## Division of Public School Accountability

### Arkansas Department of Education

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Email</th>
<th>Phone</th>
<th>Fax</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tim Barnes</td>
<td>Area Specialist</td>
<td><a href="mailto:Timothy.Barnes@arkansas.gov">Timothy.Barnes@arkansas.gov</a></td>
<td>501-683-1029</td>
<td>501-682-4618</td>
</tr>
<tr>
<td>Randall Lawrence</td>
<td>Area Specialist</td>
<td><a href="mailto:Randall.Lawrence@arkansas.gov">Randall.Lawrence@arkansas.gov</a></td>
<td>501-683-5385</td>
<td>501-682-4618</td>
</tr>
<tr>
<td>Roy Causbie</td>
<td>Area Specialist</td>
<td><a href="mailto:Roy.Causbie@arkansas.gov">Roy.Causbie@arkansas.gov</a></td>
<td>501-683-1032</td>
<td>501-682-4618</td>
</tr>
<tr>
<td>Barbara Means</td>
<td>Area Specialist</td>
<td><a href="mailto:Barbara.Means@arkansas.gov">Barbara.Means@arkansas.gov</a></td>
<td>501-682-2259</td>
<td>501-682-4618</td>
</tr>
<tr>
<td>Kay Gardner</td>
<td>Area Specialist</td>
<td><a href="mailto:Kay.Gardner@arkansas.gov">Kay.Gardner@arkansas.gov</a></td>
<td>501-683-1039</td>
<td>501-682-4618</td>
</tr>
<tr>
<td>David (Nath) Tumlison</td>
<td>Area Specialist</td>
<td><a href="mailto:David.Tumlison@arkansas.gov">David.Tumlison@arkansas.gov</a></td>
<td>501-682-4368</td>
<td>501-682-4618</td>
</tr>
<tr>
<td>Mari Beth Lawrence</td>
<td>Area Specialist</td>
<td><a href="mailto:Mari.Lawrence@arkansas.gov">Mari.Lawrence@arkansas.gov</a></td>
<td>501-682-4367</td>
<td>501-682-4618</td>
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Supporting Documents

Arkansas Certified Job Codes List
https://adedatabeta.arkansas.gov/jcms/certjobs

Arkansas Classified Personnel Job Codes List
https://adedatabeta.arkansas.gov/jcms/cjobs

Arkansas Educator Licensure System
https://adeaels.arkansas.gov/AelsWeb/Search.aspx

Course Code Management System
https://adedatabeta.arkansas.gov/ccms/CourseList

https://adedata.arkansas.gov/Login.aspx?ReturnUrl=%2fsaas%2fsaaspreliminary%2f

2016-2017 Final Accreditation Status Report (archived in SAAS)