Ohio | Department of Education

CCIP Note #272

Keywords: Comparability, Parent Notification
Attention: Superintendents, Treasurers, and Consolidated Application Contacts
Summary: Districts are to use the Comparability Web-based application in reporting Title I Comparability for SY2011-2012.

ODE's Center for Accountability and Continuous Improvement e-mailed 134 districts identified for District Improvement for the 2011-2012 school year.

Comparability Web-based Application

Superintendents, Treasurers, and Consolidated Application Contacts

FYI

Districts are to use the **Comparability Web-based application** in reporting Title I Comparability for SY2011-2012. This system, which is accessible through the SAFE Account, will enable districts to determine comparability by using data already submitted to ODE through OEDS-R, CCIP, and EMIS. Data reliability and source documentation are enhanced as a result of interfacing with EMIS, OEDS-R and the CCIP, which is why the EMIS Data Report is the default option for reporting comparability.

The Title I Comparability Web System, located in the ODE SAFE Account, will be activated on Dec. 5. The following roles are required to have access: Superintendent, Treasurer, Data Entry Funding-CCIP, or Coordinator-Title I Programs. Once the system is activated on Dec. 5, it will run daily queries to determine which districts are required to complete the comparability report. If a district is required to complete the report, the system will send an email message to inform the superintendent. The system will also post a message on the Comparability Home Page if the district is required or not required to complete the report. **Community Schools** are **not required** to complete the report because there are none that have more than one building in a grade span. This report **does not apply to an ESC, DD or JVS District.**

Partially due to the EMIS Rewrite project, EMIS data is not projected to be available in the database until late December. Districts can use the Self Report Option to test their comparability status. The SAVE button on the Self Report has been temporarily disabled. This is to ensure that districts will have the opportunity to verify the EMIS data and check comparability using the EMIS Data Report Option once the database becomes available. We prefer that districts use the EMIS Data Report unless there are reasons that warrant using the Self Report Option.

There are three reference documents located in the Help link on the Comparability Home Page: Web-based Title I Comparability Application Directions, Title I Comparability Compliance Procedures Template and Title I Comparability Q & A. For districts and personnel new to comparability, it is recommended that they read the Q and A document. If you have questions, please contact your federal programs consultant (614-466-4161), Ed Peltz (614-752-1571) or Elena Sanders (614-752-1561). For technical assistance, contact Karl Koenig (614-752-1597). Check the Comparability Home Page for announcements and reminders.

FY12 District Improvement Parent Notification Letter

Superintendents, Treasurers, and Consolidated Application Contacts

Deadline

On Tuesday, Nov. 29, 2011, ODE's Center for Accountability and Continuous Improvement emailed 134 districts identified for District Improvement for the 2011-2012 school year. We need the assistance of these districts in notifying the parents of every child attending school in a district in District Improvement about its status. This parent notification is required by both NCLB and Ohio's "Model of Differentiated Accountability," which the U.S. Department of Education approved in 2008. The reason we are asking for your help in distributing this letter to parents is that ODE does not have access to student or parent addresses, so we have provided those districts in District Improvement with all necessary notification materials to be distributed to parents, as well as a process for requesting reimbursement for necessary and reasonable costs.

The emails containing the FY12 District Improvement Parent Notification Letter and all of its supporting materials were sent this morning to all Superintendents, Title I Coordinators, CCIP Consolidated Application Contacts, and Treasurers (as listed by districts in OEDS-R and/or the CCIP Address Book) of districts that are currently in District Improvement. Each district received an explanatory/instructional cover letter, the FY12 District Improvement Parent Notification Letter and any necessary translations of it, a copy of the requirements for parent notification, and a sample invoice for requesting reimbursement.

Please read the instructions in your cover letter and distribute the FY12 District Improvement Parent Notification Letter to all parents in your district by **Friday, Jan. 6, 2012**. Once you have distributed the letter to parents, we ask that you notify us via e-mail with the details listed in your cover letter (i.e., district name, district IRN, district contact [including name, phone number, and e-mail address], number of letters distributed, and date by which the distribution was completed) so that we are able to maintain accurate records for this project.

You may send the required information either to AYP Support (ayp_support@ode.state.oh.us) or to Dr. Ardith Allen in ODE's Office of Accountability (ardith.allen@ode.state.oh.us). If you wish to receive reimbursement for costs associated with distributing this letter, please be sure to follow the instructions in your cover letter and on the sample invoice before submitting your request. Your correct and complete request must be received at ODE via postal mail no later than **Friday, Jan. 27, 2012**.

We appreciate all of the hard work that goes into distributing this letter to parents. If you have any questions about this project, please feel free to contact Dr. Ardith Allen at 614-728-8054 or the AYP Question Line at 614-995-0098. Thank you for all of your assistance.