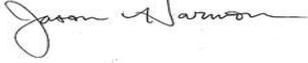




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To: District Superintendents, Superintendents, and Charter School Leaders

From: Jason Harmon, Assistant Commissioner 

Subject: 2019-20 Participation Rate Improvement Plan - 10 Percent

Date: March 5, 2020

In March 2019, based on the New York State's approved Every Student Succeeds Act (ESSA) plan and as specified in Commissioner's Regulations §100.21, the New York State Education Department (NYSED or "the Department") posted the Participation Rate Status Report for each public school in the state on the Information and Reporting Services (IRS) portal. The Department notified each district and charter school regarding any schools that had been identified as Potential Participation Rate Improvement Plan (PPRIP) schools. Districts and charter schools were notified that should any of these schools fail again in the 2018-19 school year to either meet the 95% participation rate requirement or show progress for any subgroup and subject for which the school was designated as a PPRIP, the school would be required to create a Participation Rate Improvement Plan (PRIP).

This memo is to inform you of the 2019-20 PRIP status of your schools based on the 2019-20 Participation Rate Status Report. To view the 2018-19 and 2019-20 Participation Rate Status Reports for schools or charter schools, please log into the secure [IRS portal](#) and access the file: "Part Rate Plan Report 2019-20." The Report provides information on the overall participation rate status of all schools.

A Participation Rate Improvement Plan is required for any school in your district or your charter school that has met all of the following six conditions for an accountability group for either the English Language Arts (ELA) or math assessments, or both¹:

1. The subgroup failed to meet the 95% participation rate requirement in the 2017-18 school year; and
2. The subgroup failed to meet the 95% participation rate requirement in the 2018-19 school year; and
3. The subgroup did not show improvement in participation rate between the 2016-17 and 2017-18 school years; and
4. The subgroup did not show improvement in participation rate between the 2017-18 and 2018-19 school years; and
5. The subgroup did not perform at Level 3 or 4 on the Weighted Average Achievement Index (or Composite Performance Level if a high school) in the 2017-18 school year; and

¹ The Commissioner may make a determination that a school may be excused from development of a self-assessment and Participation Rate Improvement Plan, if the school demonstrates extenuating or extraordinary circumstances that should cause the school to be so excused as determined by the Commissioner. For more information regarding this provision, please contact the Office of Accountability at accountinfo@nysed.gov.

6. The subgroup did not perform at Level 3 or 4 on the Weighted Average Achievement Index (or Composite Performance Level if a high school) in the 2018-19 school year.

The Participation Rate Improvement Plan must include the steps that will be implemented prior to the 2020-21 school year test administrations to improve the participation rate for the subgroups and subjects for which a school has been identified as a PRIP school² as described in Attachment A. Please use Attachment B – Part 1, “ESSA Participation Rate Improvement Plan Form,” to complete the plan. Once the plan has been completed, the Board of Education of the district or the Board of Trustees of the charter school must approve the PRIP for each identified school no later than **Friday, May 1, 2020**. Additionally, the district must post the approved school PRIP on the district’s website within 30 days of adoption.

In addition, schools that have been identified by the Commissioner as being among the lowest 10 percent of schools within the state for participation rate are required to submit a PRIP no later than **Friday, May 1, 2020** via the business portal, as per instructions in Attachment B – Part 2 of this memo.

To determine which school(s) in your district have a participation rate that is in the lowest 10 percent of schools statewide, please review your Participation Rate Status Report on the secure [IRS portal](#).

Please note that PRIP statuses based upon 2016-17 and 2017-18 school year results may differ from those provided by the Department in March 2019³. The Department has since identified a calculation error that impacted determinations. Revised determinations were made using one-year participation rates rather than two-year weighted average participation rates. In June 2019, the Department notified schools whose status moved from PPRIP to Good Standing for Participation Rate (GSPR) as a result of this change. Schools that were in Good Standing, which would have been identified as PPRIP as a result of the change, remain in Good Standing. Schools that remained in PPRIP status, in which at least one subgroup moved from PPRIP to Good Standing status were not notified because the overall PRIP status did not change. For your information, Commissioner’s Regulations §100.21 related to Participation Rate Requirements and Plans, may be found in Attachment C of this memo. For support in understanding your district’s 2019-20 Participation Rate Improvement Plan status determinations based on 2018-19 school year results, please see Attachment D “Participation Rate Improvement Plan Status Report Guide 2019-20.”

Questions concerning the information in this memo or the provided attachments should be directed to accountinfo@nysed.gov.

cc:

John D’Agati
Kim Wilkins
Rose LeRoy

Stephen Earley
Jennifer Todd
Lisa Long

² Schools that achieve a participation rate of at least 94.5% for a subgroup will not be required to create a plan for that subgroup.

³ In June 2019, some districts were notified that one or more schools in the district had their status changed from PPRIP to Good Standing for Participation Rate (GSPR), after the Department made revised determinations for schools using a single year of participation rate data rather than a weighted average of two years of data.

Attachment A

Completing NYSED's ESSA 2019 Participation Rate Improvement Plan

The federal Every Student Succeeds Act (ESSA) requires that states use the results from their statewide assessment system, including assessments in English language arts (ELA) and mathematics that must be administered to all public-school students, to measure the academic progress of students. In order for a district or a school to meet the ESSA participation requirement, they must meet the requirement that ninety-five percent (95%) of students enrolled in tested grades participate in the statewide assessments in ELA and math, as per New York State's approved ESSA Plan.

To comply with the ESSA requirements, the Board of Regents adopted Commissioner's Regulations §100.21, which define how each school's compliance with the ESSA participation rate will be determined and the actions that must be taken when schools do not meet the ESSA participation requirement (see Attachment C).

Commissioner's Regulations §100.21(5) specify that a Participation Rate Improvement Plan (PRIP) is required when, for two consecutive years, the same accountability subgroup has a participation rate on either of the State assessments in ELA or mathematics that met all of the following conditions:

- *The 2017-18 and 2018-19 school year participation rates were below 95%;*
- *The 2017-18 school year participation rate was lower than the 2016-17 participation rate and the 2018-19 school year participation rate was lower than the 2017-18 participation rate; and*
- *The 2017-18 and 2018-19 school year Weighted Average Achievement Level for elementary/middle schools or the Composite Performance Level for high schools was below Level 3.*

In March 2019, the New York State Education Department (NYSED or "the Department") informed school districts regarding any schools that were at risk of being required to develop a Participation Rate Improvement Plan based on 2018-19 school year assessments.

In accordance with the above-mentioned regulations, **every public and charter school that is required to develop a Participation Rate Improvement Plan for any subgroup based on the 2018-19 school year administrations of the NYS English Language Arts or Mathematics Tests must:**

- Conduct a participation rate self-assessment and develop a Participation Rate Improvement Plan. The plan must include the steps that will be implemented no later than prior to the 2020-21 school year test administrations to improve the participation rate for the subgroups and subjects for which a school has been identified as a PRIP School.
- Develop a school participation rate self-assessment and improvement plan in collaboration with a committee composed of the school principal or his/her designee(s); school staff, including teachers and student support staff selected by the representative collective bargaining organization(s), and parents (not employed by the district⁴).

⁴ A school district may designate that a school-based management team established pursuant to section 100.11 of the Commissioners Regulations or a designate a community engagement team pursuant to section 100.19 of the Commissioners Regulations in order to meet this requirement.

- Receive approval of the school participation rate plan, through adoption, from the district Board of Education (in New York City, the chancellor or chancellor’s designee), or charter school Board of Trustees after consultation with the committee, no later than 60 days following notification by NYSED to the district or charter school that such a plan is required.
- Submit the PRIP for each school identified as a PRIP via the template in the Business Portal as per the instructions in “User’s Guide for Submitting a 2020-21 Participation Rate Improvement Plan (PRIP).”
- Post the adopted school participation rate plan on the district’s website.

In developing the strategies to improve participation rate, the school should consider the reason(s) the school believes its participation rate is below 95%, as required under ESSA.

Questions concerning PRIP requirements may be submitted via e-mail to accountinfo@nysed.gov

Attachment B – Part 1
ESSA Participation Rate Improvement Plan

Based on the New York State’s approved Every Student Succeeds Act (ESSA) plan and as specified in Commissioner’s Regulations §100.21, the New York State Education Department (NYSED or “the Department”) posted the Participation Rate Status Report for each public school in the state. Each district must complete the form below for each identified school that meets the requirements for developing a Participation Rate Improvement Plan.

To complete a Participation Rate Improvement Plan (PRIP) plan, please follow the instructions below:

1. To determine which school(s) in your district has been identified as a PRIP, please review your Participation Rate Status Report.
2. Complete the PRIP Form in this attachment for identified schools, as per the guidelines in Attachment A.
3. Once the PRIP is completed, the district/charter school must:
 - Ensure that the PRIP has been approved and signed by the Board of Education of the district or the Board of Trustees of the charter school for each identified school no later than **Friday, May 1, 2020**
 - Post the approved PRIP to the district’s website within 30 days of adoption

Schools that have been identified by the Commissioner as being among the lowest 10 percent of schools within the state for participation rate are required to submit a PRIP for approval no later than **Friday, May 1, 2020** via the business portal, as per instructions in Attachment B - Part 2 of this memo.

For resources that may be helpful in creating Participation Rate Improvement Plans, please see <http://www.nysed.gov/assessments-toolkit>, where the New York State Education Department has posted information intended to help schools communicate information about New York’s annual testing program to their school communities. The toolkit contains customizable materials, such as a letter to parents and a PowerPoint presentation about the assessments. Schools are encouraged to review these materials to determine if any of them can support the school’s identified strategies for improving participation rates.

Please note that the Participation Rate Improvement Plan must include the steps that will be implemented prior to the 2020-21 school year test administrations to improve the participation rate for the subgroups and subjects for which a school has been identified as a PRIP school⁵

⁵ Schools that achieve a participation rate of at least 94.5% for a subgroup will not be required to create a plan for that subgroup.

ESSA 2020-2021 Participation Rate Improvement Plan

School Name		Contact Person Name	
School BEDS Code		Contact Person Title/Position	
District Name		Contact Person Phone Number	
District BEDS Code		Contact Person Email	

Indicate the Subject(s) and Subgroup(s) for which a Participation Rate Improvement Plan is Required:			
English Language Arts		Mathematics	
<input type="checkbox"/> All Students <input type="checkbox"/> American Indian/Alaska Native <input type="checkbox"/> Asian or Native Hawaiian / Other Pacific Islander <input type="checkbox"/> Black or African American <input type="checkbox"/> Economically Disadvantaged	<input type="checkbox"/> English Language Learners <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Multiracial <input type="checkbox"/> Students with Disabilities <input type="checkbox"/> White <input type="checkbox"/> None / Not Applicable	<input type="checkbox"/> All Students <input type="checkbox"/> American Indian/Alaska Native <input type="checkbox"/> Asian or Native Hawaiian / Other Pacific Islander <input type="checkbox"/> Black or African American <input type="checkbox"/> Economically Disadvantaged	<input type="checkbox"/> English Language Learners <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Multiracial <input type="checkbox"/> Students with Disabilities <input type="checkbox"/> White <input type="checkbox"/> None / Not Applicable

Required Plan Component	School Response
Please provide a brief explanation of why the 2017-18 and 2018-19 school year participation rates were below 95%.	
Provide a brief description of Consultation and Collaboration process for development of the plan.	

Required Plan Component	School Response
List the Stakeholders who consulted and collaborated on the development of the plan, and the dates of meetings held.	
Describe the chosen strategies and key activities to be implemented to improve Participation Rate at the school.	

By signing below, the building principal, Superintendent, and Board of Education President/Board of Trustees President certify that the 2020 – 21 PRIP has been approved and adopted by the district.

Principal Name:	
Principal Signature:	
Date:	

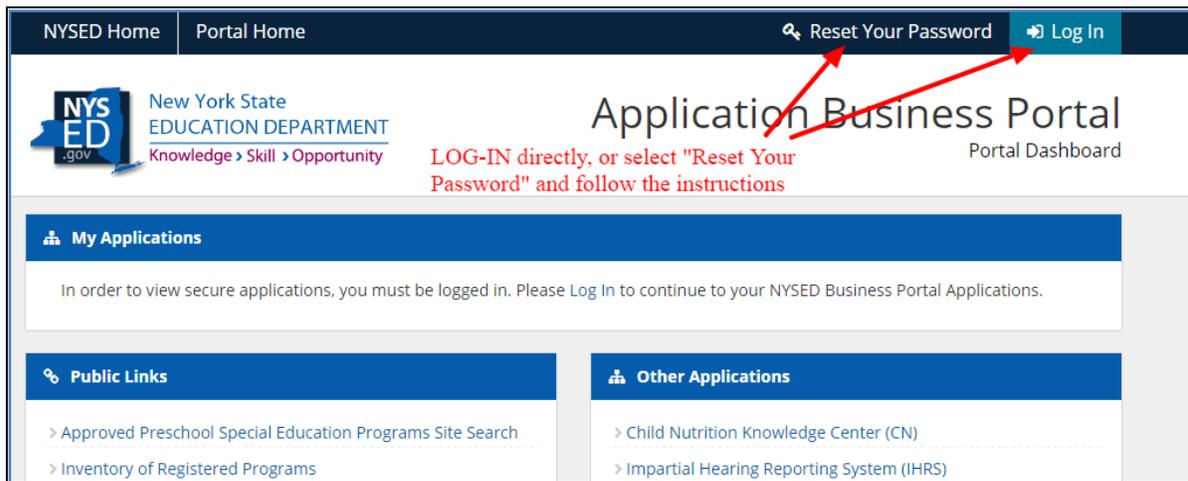
Superintendent's Name:	
Superintendent's Signature:	
Date:	

Board President's Name:	
Board President's Signature:	
Date:	

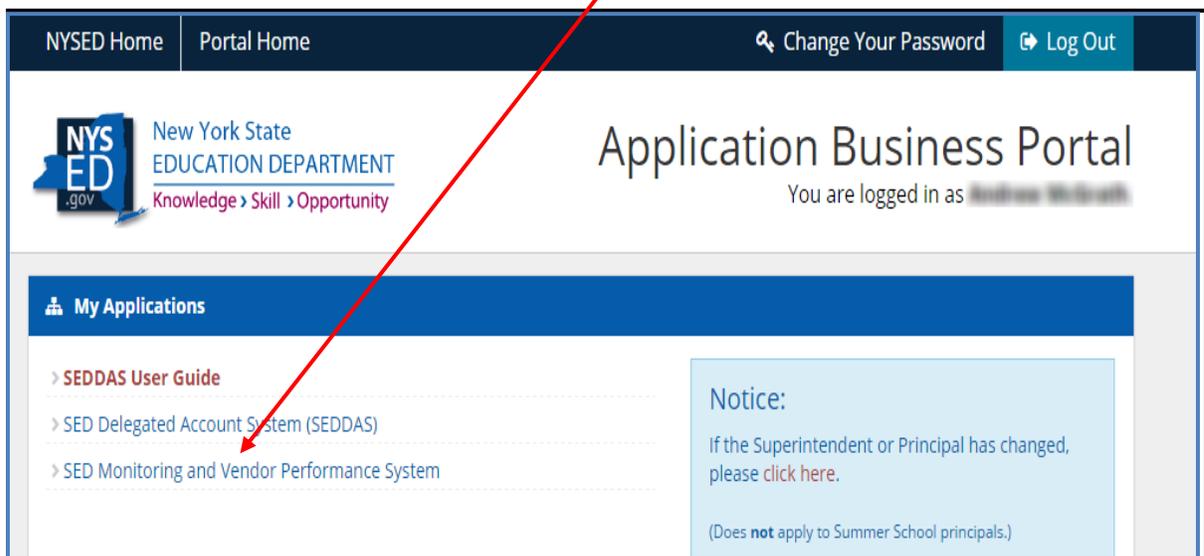
Attachment B – Part 2
User’s Guide for Submitting a 2020-21 Participation Rate Improvement Plan (PRIP)
and Navigating the Business Portal for the PRIP

Each district or charter school that has been identified by the Commissioner as being among the lowest 10 percent of schools within the state for participation rate may submit its “Participation Rate Improvement Plan” via the Business Portal by completing the following steps:

1. Go to the Business Portal (<http://portal.nysed.gov>).
2. Click on the Log In button.



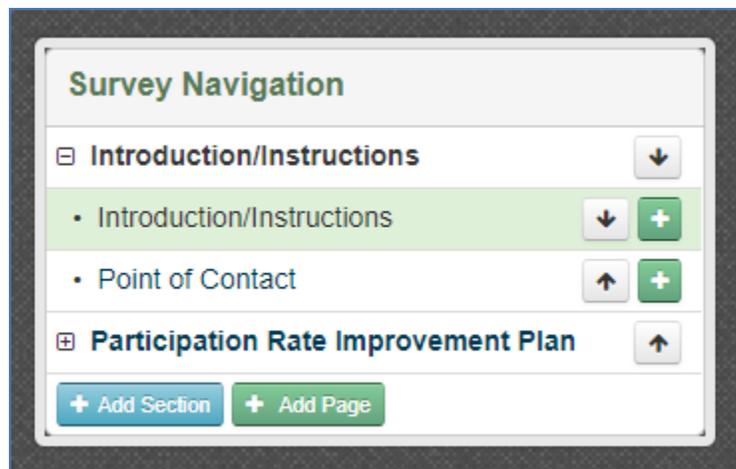
3. Enter your username and password.
4. Click on "SED Monitoring and Vendor Performance System" under My Applications.



5. Select "View Surveys for Office of ESSA-Funded Programs".
6. Find the template titled "2020-21 Participation Rate Improvement Plan." Please note that a survey has been made available for each PRIP school within the LEA and charter school. An LEA with multiple PRIP schools will need to complete and submit a separate plan for each school.
7. Click on "view" to begin/continue to input information.

Survey	Cycle	Status	Status Date	Actions
2020-21 Participation Rate Improvement Plan	2020	Not Submitted	1/7/2020	View Print

8. LEAs may access any section or page of the application by clicking on one of the links in the *Survey Navigation* panel. LEAs are not required to complete sections in the order they appear in the survey navigation menu.



9. LEAs are required to answer all questions marked with a red asterisk. If a required question has not been completed, the business portal will highlight it in red and the section of the application will be flagged. The applicant will be *unable to submit* the "2020-21 Participation Rate Improvement Plan" to NYSED for final review if a required question remains *unresolved*.
 - LEAs are NOT REQUIRED to send hard copies of materials to the Department.
 - The 2020-21 Participation Rate Improvement Plan is due by **Friday, May 1, 2020**.
10. When completing the "2020-21 Participation Rate Improvement Plan" LEAs should provide the following contact information: contact name, contact phone number and contact e-mail.
11. To access the PRIP template, LEAs may refer to the "Documents" panel along the left-side of the page and use the PRIP template to complete the plan.

12. LEAs must upload the school board-approved Participation Rate Improvement Plan to the designated section of the online PRIP. The approved plan must be signed by the principal, district superintendent or chief executive officer, and the board of education president.
13. The LEA describe the plan for dissemination of the Participation Rate Improvement Plan *and/or* provide the link/URL to where the 2020-21 is posted on the LEA's website.
14. The online PRIP must be submitted/certified by the chief school officer of the LEA. The designated superintendent (public school LEAs), and the chief executive officer, board of trustee's president, or school employee designated by the board of trustees (charter school LEAs) are the only administrators with the submit/certify rights necessary to successfully submit and certify a completed application for NYSED review.
15. Please contact the SEDDAS Help Desk at SEDDAS@nysed.gov to resolve any questions related to user accounts, password resets, the SEDDAS application, and assistance with the Business Portal itself.

Attachment C
Commissioner's Regulations §100.21
Participation Rate Requirements and Plans

(5) Interventions for schools that fail to demonstrate an assessment participation rate of 95 percent.

(i) Pursuant to paragraph (1) of subdivision (b) of this section, the Commissioner shall annually determine the participation rate for each accountability subgroup in each public school in which the subgroup has 40 or more students. The Commissioner shall determine that the subgroup has met the participation rate requirement if:

(a) the participation rate for the current year equals or exceeds 95 percent; or

(b) the weighted average of the current year and prior year participation rates equals or exceeds 95 percent;

(ii) Beginning with 2017-2018 and 2018-2019 school year results, any public elementary/middle or high school that has a Weighted Average Achievement Level of 1 or 2 and that fails to meet the required 95 percent participation rate for the same subgroup(s), in the same subject (i.e., ELA or math) for two consecutive years, and that fails to improve participation rate as compared to the previous year for the same subgroup(s) and subject(s), as determined by the Commissioner, must conduct a participation rate self-assessment and develop a participation rate improvement plan, in such form and according to such timeline as determined by the Commissioner. Such school participation rate self-assessment and improvement plan shall be developed in collaboration with a committee composed of the school principal or his/her designee(s); school staff, including teachers and student support staff selected by the representative collective bargaining organization(s), and parents (not employed by the district or a collective bargaining organization representing teachers or administrators in the district) selected by school-related parent organizations; except that a school district may designate that a school-based management team established pursuant to section 100.11 of this Part or a community engagement team established pursuant to 100.19 of this Part may serve as the committee required by this paragraph. Such school plan must address participation of students from all subgroups for which the school has failed to meet the required 95 percent participation rate and failed to improve the participation rate as compared to the previous year. Such school plan must be adopted by the district Board of Education (in New York City, the chancellor or chancellor's designee), after consultation with the committee, no later than 60 days following notification to the district that such a plan is required. The Board of Education (in New York City, the chancellor or chancellor's designee) shall take appropriate action to notify the general public upon adoption of the school plan; such action shall include, but not be limited to, publishing on the district website, if one exists, or direct notification, within 30 days of adoption, in English and translated, when appropriate, into the recipient's native language or mode of communication.

(iii) Beginning with 2018-2019 and 2019-2020 school year results, for any school that completed a school participation rate self-assessment and improvement plan in the previous school year and that fails to improve its participation rates for the subgroup(s) and subject(s), as determined by the Commissioner, for which the plan was required, the district shall conduct a participation rate audit and develop an updated participation rate improvement plan. Such district participation improvement plan shall be developed in collaboration with a committee composed of the superintendent or his/her designee(s); the school principal or his/her designee(s); school staff, including teachers and student

support staff selected by the representative collective bargaining organization(s); and parents (not employed by the district or a collective bargaining organization representing teachers or administrators in the district) selected by district-related and/or school-related parent organizations. Such district plan must be adopted by the district board of education, no later than 60 days following notification to the district that such a plan is required. The board of education (in New York City, the chancellor or chancellor's designee) shall take appropriate action to notify the general public upon adoption of the school plan; such action shall include, but not be limited to, publishing on the district website, if one exists, or direct notification to the parents, within 30 days of adoption, in English and translated, when appropriate, into the recipient's native language or mode of communication.

(iv) Beginning with 2019-2020 and 2020-2021 school year results, for any school for which a district audit and district participation rate improvement plan was completed in the previous school year and that fails to improve its participation rates for the subgroup(s) and subject(s), as determined by the Commissioner, for which the plan was required, the district must partner with a Board of Cooperative Educational Services (BOCES) or other technical assistance center to conduct a participation rate audit and develop an updated participation rate plan. Such participation rate improvement plan shall be developed in collaboration with a committee composed of BOCES staff, the superintendent or his/her designee(s); the school principal or his/her designee(s); school staff, including teachers and student support staff, no more than fifty percent of whom shall be selected by the representative collective bargaining organization(s); and parents (not employed by the district or a collective bargaining organization representing teachers or administrators in the district) selected by district-related and/or school-related parent organizations. Such plan must be adopted by the district board of education no later than 60 days following notification to the district that such a plan is required. The board of education (in New York City, the chancellor or chancellor's designee) shall take appropriate action to notify the general public upon adoption of the school plan; such action shall include, but not be limited to, publishing on the district website, if one exists, or direct notification to the parents, within 30 days of adoption, in English and translated, when appropriate, into the recipient's native language or mode of communication.

(v) Beginning with 2020-2021 and 2021-2022 school year results, for any school for which an audit and participation rate improvement plan was completed pursuant to subparagraph (iv) of this paragraph in the previous school year and that fails to improve its participation rates for the subgroup(s) and subject(s), as determined by the Commissioner, for which the plan was required, the Department shall conduct an audit of the participation rate and the school may be required by the Commissioner to address recommendations contained in the participation rate audit.

(vi) Beginning with 2017-2018 and 2018-2019 school year results, for any public elementary/middle or high school that is required to develop a participation rate improvement plan and is among the lowest 10 percent of schools within the State for participation rate as determined by the Commissioner, the district must submit such plan for approval by the Commissioner no later than 60 days following notification to the district that such plan is required.

(vii) Notwithstanding the requirements of this subdivision, the Commissioner may make a determination that a school may be excused from development of a self-assessment and participation rate improvement plan if the school demonstrates extenuating or extraordinary circumstances that should cause the school to be so excused as determined by the Commissioner.

(viii) Any school that is required to conduct a self-assessment and develop a participation rate improvement plan shall be required to update such plan annually until the school is no longer failing to meet the 95 percent participation rate for any subgroup(s) and subject(s) which caused it to be required to conduct such self-assessment and develop such plan. For schools that have demonstrated improvement towards meeting the 95 percent participation rate requirement for the accountability group(s) for which such plan is required, the school shall not be required to conduct a new self-assessment or develop a new plan but instead shall be required to update its plan and/or provide the Department with an assurance that participation improvement strategies shall continue.

Attachment D -Participation Rate Improvement Plan Status Report Guide 2019-20

This supporting document is to help your district and schools understand their 2019-20 Participation Rate Improvement Plan status determinations based on 2018-19 school year results. The document is divided into the following sections:

- I. Report Structure
- II. Navigating the Summary, Elementary-Middle, and High School Reports
- III. 2019-20 Participation Rate Improvement Plan Status
- IV. Additional Resources

I. Report Structure

The Excel file includes three reports on separate worksheets: Summary, Elementary-Middle, and High School. The Summary report provides the 2019-20 participation rate improvement plan status for each school in the district as well as for each charter school.

The Elementary-Middle and High School detail reports include the participation rate improvement plan status at the subgroup level for each school in the district, and the 2017-18 and 2018-19 ELA and Math participation rates and weighted average achievement level (for Elementary-Middle) or Composite Performance Level (for High Schools) that were used to make the determinations. These reports include one row per accountability subgroup. The participation rate improvement plan status is determined separately for the All Students group and for each subgroup (use Column #4 to filter by District/School Name and Column #5 to filter by subgroup).

The top of each report includes the participation rate improvement plan status rules and the legend that defines each category. This information is described in more detail below.

II. Navigating the Summary, Elementary-Middle, and High School Reports

Understanding your school participation rate improvement plan status

The identification criteria for the 2019-20 participation rate improvement plan status determinations for schools are described below. Statuses are determined separately for elementary-middle and high school subgroups for ELA and Math. There are four possible determinations for ELA and Math:

- **Participation Rate Improvement Plan (PRIP)**
 - An elementary-middle or high school subgroup is identified as PRIP if it meets the following criteria for either ELA or Math:
 - the 2017-18 participation rate improvement plan status is PPRIP;
 - the 2018-19 participation rate for the same subject and school-level previously identified as PPRIP is <95% and not greater than the 2017-18 participation rate; and
 - the Weighted Average Achievement Level (for elementary-middle schools) or Composite Performance Level (for high schools) is 1 or 2.
- **Potential Participation Rate Improvement Plan (PPRIP)**
 - An elementary-middle or high school subgroup is identified as PPRIP if it meets the following criteria:
 - the 2017-18 participation rate improvement plan status for the subgroup was not PPRIP;
 - the 2018-19 participation rate is <95% and not greater than the 2017-18 participation rate; and
 - the Weighted Average Achievement Level (for elementary-middle schools) or Composite Performance Level (for high schools) is 1 or 2.
- **Good Standing Because of Weighted Average Achievement (GS:WAA)**
 - An elementary-middle or high school subgroup is identified as GS:WAA if it meets the following criteria:
 - the 2018-19 participation rate or 2018-19 two-year combined participation rate is <95%; and
 - the 2018-19 participation rate is not greater than the 2017-18 participation rate; and

- the Weighted Average Achievement Level (for elementary-middle schools) or Composite Performance Level (for high schools) is 3 or 4.
- **Good Standing by Making Progress (GS:MP)**
 - An elementary-middle or high school subgroup is identified as GS:MP if it meets the following criteria:
 - the 2018-19 participation rate or 2018-19 two-year combined participation rate is <95%; and the 2018-19 participation rate is greater than the 2017-18 participation rate.
- **Good Standing: Met 95% Requirement**
 - An elementary-middle or high school subgroup is identified as GS:95 if the 2018-19 participation rate or 2018-19 two-year combined participation rate are >= 95%.

Summary Report

The District summary report provides the 2019-20 school participation rate improvement plan status for each school in the district, and the results for the All Students group and the accountability subgroups within each grade level for ELA and Math based on 2018-19 school year data. The report header provides a summary of the accountability status identification rules as well as a Legend, which defines the identification labels.

Figure 1. Summary Report Layout Sample, shows a sample of the Summary report. The information in the report is organized in sections which correspond to the numbered columns on the worksheet, as follows:

- Columns 1-4: District and School identifying information
- Column 5: 2018-19 School participation rate improvement plan status based upon 2017-18 results (see the Summary report worksheet for the Legend which defines the identification labels)
- Column 6: 2019-20 School participation rate improvement plan status based upon 2018-19 results (see the Summary report worksheet for the Legend which defines the identification labels)
- Column 7: School Required to submit Participation Rate Plan to NYSED because its participation rate is in the bottom 10% statewide
- Columns 8-17: ELA participation rate improvement plan status for the Elementary-Middle grades, by subgroup
- Columns 18-27: Math participation rate improvement plan status for the Elementary-Middle grades, by subgroup
- Columns 28-37: ELA participation rate improvement plan status for the High School grades, by subgroup
- Columns 38-47: Math participation rate improvement plan status for the High School grades, by subgroup

Figure 1. Summary Report Layout Sample

Column #	2	3	4	5	6	7	8-17		18-27		28-37		38-47	
							ELA: Elementary-Middle Subgroup		Math: Elementary-Middle Subgroup		ELA: High School Subgroup		Math: High School Subgroup	
District BEDS	District Name	District/School BEDS Code	District / School Name	Prior Year Participation Rate Improvement Plan Status for School	Current Year Participation Rate Improvement Plan Status for School	School Required to submit Participation Rate Plan to NYSED	All Students	... (other subgroups)	All Students	... (other subgroups)	All Students	... (other subgroups)	All Students	... (other subgroups)
100000000000	District A	100000000001	School A	PPRIP	PRIP	Yes	PPRIP	-	GS:95	-				
100000000000	District A	100000000002	School B	GS	GS	-	GS:WAA	-	GS:MP	-	GS:95		GS:95	

Elementary-Middle Report

The Elementary-Middle report includes the participation rate improvement plan status at the subgroup level for the schools in the district that for the Elementary-Middle grades, the 2018-19 and 2017-18 ELA and Math participation rates and Weighted Average Achievement Level used to make the determinations. The report header provides a summary of the participation rate improvement plan status identification rule and a legend that defines the categories.

Figure 2 shows a sample of the Elementary-Middle report. The information in the report is organized in sections that correspond to the numbered columns on the worksheet, as follows:

- Columns 1-4: District and School identifying information (same as the Summary report layout)
- Column 5: School subgroup
- Column 6: 2019-120 School participation rate status for subgroup (combining ELA and Math)
- Columns 7-12: Prior Year and Current Year ELA status, 2018-19 and 2017-18 ELA Participation Rates for subgroup, Participation rate in Bottom 10%. If a subgroup has a Prior Year status, but no prior year participation rate is, the prior year status was determined using the two-year weighted average.
- Columns 13-18: Prior Year and Current Year Math status, 2018-19 and 2017-18 Math Participation Rates for subgroup
- Column 19: Subgroup Weighted Average Achievement Level

Figure 2. Elementary-Middle Report Layout Sample

Column #: 1-4	5	6	7-8	9	10-11	12	13-14	15	16-17	18	19
			ELA				Math				
District BEDS, District Name, District/Sc hool BEDS, District/Sc hool NAME	Su bgr ou p	Curre nt Year Parti cipation Rate Impro veme nt Plan Status for Subgr oup	Prior Year & Current Year ELA Status	Current Year Part. Rate >=95%	Curre nt Year Part. Rate (Singl e Year, Two Year Weig hted)	Prior Year Part. Rate	Prior Year & Current Year Math Status	Current Year Part. Rate >=95%	Current Year Part. Rate (Single Year & Two Year Weighted)	Prior year Part. Rate	Weighted Achieve. Level
School A	All Stu de nts	GS	PPRIP	N	90	91	GS:MP	N	90	88	1
School A	Bl ack	GS	GS:95	N	89	93	GS:95	Y	95	91	2
School A	Asi an	GS	GS:WAA	N	89	93	GS:WAA	N	89	93	3

High School Report

The High School report includes the participation rate improvement plan status at the subgroup level for the schools in the district that for the High School grades, the 2018-19 and 2017-18 ELA and Math participation rates and Composite Performance Level used to make the determinations. The report header provides a summary of the participation rate improvement plan status identification rule and a legend that defines the categories.

Figure 3 shows a sample of the High School report. The information in the report is organized in sections that correspond to the numbered columns on the worksheet, as follows:

- Columns 1-4: District and School identifying information (same as the Summary and Elementary-Middle report layout)
- Column 5: School subgroup
- Column 6: 2019-20 School participation rate status for subgroup (combining ELA and Math)
- Columns 7-12: Prior year and current year ELA status, 2018-19 and 2017-18 ELA Participation Rates for subgroup. If a subgroup has a Prior Year status, but no prior year participation rate is, the prior year status was determined using the two-year weighted average.
- Columns 13-18: Prior year and current year Math status, 2018-19 and 2017-18 Math Participation Rates for subgroup.
- Column 19: Subgroup Composite Performance Level

Figure 3. High School Report Layout Sample

Column #: 1-4	5	6	7-8	9	10-11	11-12	13-14	15	16-17	18	19
			ELA	Math							
			ELA				Math				
District BEDS, District Name, District/School BEDS, District/School NAME	Subgroup	Current Year Participation Rate Improvement Plan Status for Subgroup	Prior Year & Current Year ELA Status	Current Year Part. Rate >=95%	Current Year Part. Rate (Single Year, Two Year Weighted)	Prior Year Part. Rate	Prior Year & Current Year Math Status	Current Year Part. Rate >=95%	Current Year Part. Rate (Single Year & Two Year Weighted)	Prior year Part. Rate	Composite Perf. Level
School A	All Students	PRIP	PPRIP	N	90	91	GS:MP	N	90	88	1
School A	Black	PRIP	PPRIP	N	89	93	GS:95	Y	95	91	2
School A	Asian	GS	GS:WAA	N	89	93	GS:WAA	N	89	93	3

III. 2019-20 Participation Rate Improvement Plan Status

This section describes the business rules used to determine school Participation Rate Improvement Plan status.

Table 1 presents the ways in which subgroups are identified. Using **Table 1** as a crosswalk and the data available in the Elementary-Middle and High School reports, you can determine why your subgroup was identified as Participation Rate Improvement Plan (PRIP), Potential Participation Rate Improvement Plan (PPRIP), or Good Standing (GS). Participation rate improvement plan status is first determined separately for ELA and Math at both the elementary-middle and high school levels. A school-level status is then determined across ELA and Math, and a final school status is determined across all grade levels and subjects.

Column #6 of the Elementary-Middle and High School reports present the current year (2018-19) subgroup statuses for all schools based upon their ELA and math participation rate improvement plan status at the Elementary-Middle and High School levels. On the Summary Report, schools designated as PRIP in Column #6, Column #7 identifies whether the school is required to submit a Participation Rate Improvement Plan to the Department for approval. These schools have a participation rate that is in the bottom 10 percent.

Table 1. Summary of Subgroup Participation Rate Improvement Plan Criteria

2018-19 Subject Participation Rate ¹	2018-19 and 2017-18 Participation Rates ²	Academic Performance ³	Determination for Identified Subgroups Based on 2018-19 School Year Results	Status for Subgroup Based on 2018-19 School Year Results
Less than 95%	2018-19 rate is not greater than 2017-18 rate	1 or 2	Potential Participation Rate Improvement Plan	PPRIP or PRIP
	2018-19 rate is not greater than 2017-18 rate	3 or 4	Good Standing Because of Weighted Average Achievement (for elementary-middle schools) or Composite Performance Level (for high schools)	GS:WAA
	2018-19 rate is greater than 2017-18 rate		Good Standing by Making Progress	GS:MP
95% or greater			Good Standing: Met 95% Requirement	GS:95

¹ If a subgroup does not have a 2018-19 participation rate because fewer than 40 students were enrolled for that subgroup, a 2019-20 participation rate improvement status cannot be determined.

² If a subgroup has a 2018-19 participation rate that is less than 95% but does not have a 2017-18 participation rate because fewer than 40 students were enrolled for that subgroup, a 2019-20 participation rate improvement status cannot be determined.

³ Elementary-Middle school subgroup statuses are determined using the subgroup Weighted Average Achievement level, and high school subgroup statuses are determined using the subgroup Composite Performance Level. If a subgroup has a 2018-19 participation rate that is less than 95% and is not greater than the 2017-18 participation rate, but does not have a valid level, a 2019-20 participation rate improvement plan status cannot be determined.

Error! Reference source not found. presents a crosswalk from the determinations based on 2017-18 and 2018-19 school year results that outlines whether schools will be required to implement a participation rate improvement plan for the 2019-20 school year.

Table 2. Summary of School Participation Rate Improvement Plan Criteria

Determination for Identified Subgroups Based on 2017-18 School Year Results	Status for School Based on 2017-18 School Year Results	Determination for Identified Subgroups Based on 2018-19 School Year Results	Status Based on 2018-19 School Year Results	Is School Required to Implement a 2019-20 School Year Participation Rate Improvement Plan?
Any subgroup for either EM or HS meets PPRIP criteria	PPRIP	The same subgroup is identified as PPRIP for the same subject (ELA or Math) and school level (Elementary-Middle or High School) AND the current year participation rate for All Students is in the bottom 10% statewide	PRIP	Yes, and plan is required to be submitted for approval
		The same subgroup is identified as PPRIP for the same subject (ELA or Math) and school level (Elementary-Middle or High School)	PRIP	Yes
		The same subgroup is not identified as PPRIP for the same subject (ELA or Math) and school level (Elementary-Middle or High School)	Good Standing	No
		The same subgroup is identified as PPRIP BUT for a different subject and/or grade level OR A different subgroup is identified as PPRIP	PPRIP	No
No subgroup for either EM or HS meets the PPRIP criteria AND At least one subgroup meets the GS:WAA, GS:MP, or GS:95 criteria	GS	Any subgroup for either EM or HS meets PPRIP criteria	PPRIP	No
		No subgroup for either EM or HS meets the PPRIP criteria AND At least one subgroup is identified as GS:WAA, GS:MP, or GS:95	GS	No

Understanding the next steps if identified as PRIP

Schools that meet the Participation Rate Improvement Plan criteria are required to submit their plan to the Department for approval **if** the school’s participation rate is in the bottom 10% statewide for the same grade level for which the school was identified as PRIP.

The All Student weighted average of the ELA and Math combined participation rate for the current year is used to determine if a school’s participation rate is in the bottom 10% statewide. The weighted average includes subjects for which there are 40 or more enrolled students in the current year. See the “2019 - 20 Participation Rate Improvement Plan Memo” for more information about the reporting requirements for schools in the bottom 10%.

IV. Additional Resources

- For information about the accountability system, see the Office of Accountability [ESSA](#) page.
- For information about data collections, see the [Office of Information and Reporting Services](#) page.

For information about the Assessments, see the [Office of Assessment](#) page.