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COMPLIANCE UNIT BOARD REPORT

COMMITMENT – AWARENESS – OBJECTIVITY



Fernando Marino

For the month of October 2021



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- None this time

Accomplishments

360 and CIP Correlation

The compliance unit successfully correlated every condition from the renewal letter with a District or Campus Evaluation Review 360. See the chart below showing which 360 evaluation is related to each condition:

Condition # 1 Monitors to Conservators No 360 Required	Condition # 2 <ul style="list-style-type: none"> Award of credit - student placed in appropriate classes promptly Credit by exam - policies must be adopted by board Personal Graduation Plan - establishment Data Validation 360	Condition # 3 <ul style="list-style-type: none"> Individual Graduation Plan (IGCs) - implemented with Fidelity Tiered intervention for students facing IGCs Data Validation 360
Condition # 4 Transcript's accuracy Data Validation 360	Condition # 5 Credit Recovery - policies and procedures Data Validation 360	Condition # 6 Testing integrity Testing 360
Condition # 7 <ul style="list-style-type: none"> ESL - certifications Special Education - compliance Special Education - graduation ESL - compliance ESL & SPED 360	Condition # 8 Finance	Condition # 9 <ul style="list-style-type: none"> Certified Counselors Onboarding and annual training T-TESS and P-TESS Compliance Unit – reporting TIP 360
Condition # 10 <ul style="list-style-type: none"> Board training Human Resources - audits Management - training Engagement Governance 360		

360 Timeline


Each 360 developed by the Compliance Unit will be conducted following the schedule below:

<i>360's Name</i>	<i>Term 1</i>	<i>Term 2</i>	<i>Term 3</i>	<i>Term 4</i>
<i>Data Validation</i>	⊗	⊗	⊗	⊗
<i>Attendance</i>	⊗	⊗	⊗	⊗
<i>Special Education</i>			⊗	⊗
<i>Curriculum & Instruction</i>	⊗	⊗	⊗	⊗
<i>Student Services</i>	⊗	⊗	⊗	⊗
<i>Governance</i>	⊗	⊗	⊗	⊗
<i>Accountability</i>	⊗	⊗	⊗	⊗
<i>HB4545</i>			⊗	⊗
<i>Testing</i>		⊗		⊗
<i>ESL</i>	⊗	⊗	⊗	⊗
<i>TIP</i>	⊗	⊗	⊗	⊗
<i>MTSS</i>		⊗	⊗	⊗



Personal Graduation Plans PGPs

The compliance unit successfully launched the PGPs platform inside of SMS. Campuses now will be able to create PGPs electronically. During Term 3, the compliance unit will implement the PGP data monitoring system to ensure that every student has a PGP (Condition #2)




Personal Graduation Plan

for

Harol Andres Aguilar Lopez

Campus: 001-Dallas Can Charter
Counselor: Stacey Wivi
PGP Generated on:



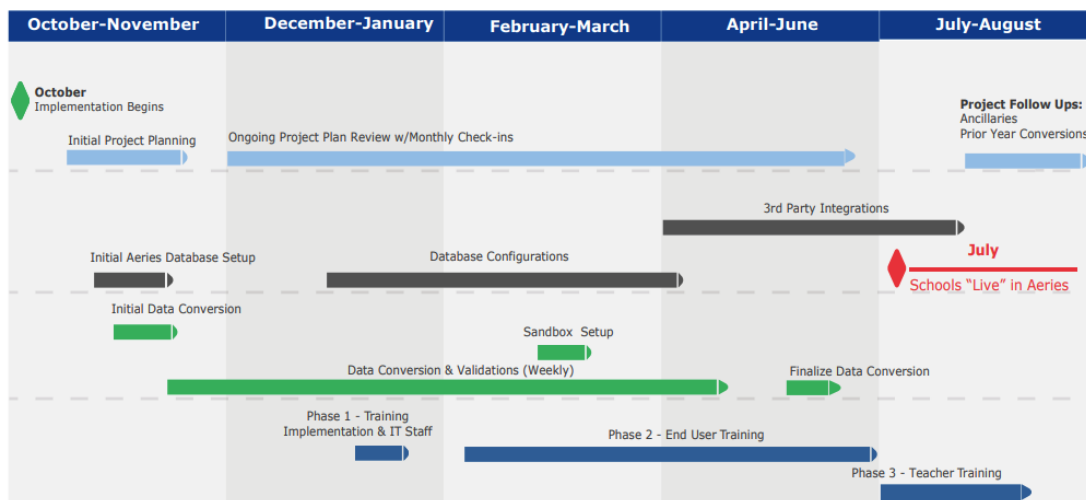
Student ID#: 52058
Date of Birth: 8/26/2001
Current Grade: 12
Enrollment Date: 8/26/2021
First Yr Entered Grade 09: 2015

Student's Selected Endorsement(s):	At-Risk Indicator(s) (select all that apply):
<input checked="" type="checkbox"/> Multidisciplinary Studies <input checked="" type="checkbox"/> STEM <input type="checkbox"/> Business and Industry <input type="checkbox"/> Arts and Humanities <input type="checkbox"/> Public Service <input type="checkbox"/> None (cannot select until 11th gr. w/parent approval)	<input checked="" type="checkbox"/> 01-Was not advanced grade levels <input type="checkbox"/> 02-Did not pass two or more core courses <input checked="" type="checkbox"/> 03-Did not pass EOC <input checked="" type="checkbox"/> 05-Is pregnant or is a parent <input type="checkbox"/> 06-Has been placed in alternate education program <input type="checkbox"/> 07-Has been expelled 0 08-Parole/Probation/Deferred Prosecution <input type="checkbox"/> 09-Has previously dropped out <input type="checkbox"/> 10-Limited English Proficiency (LEP) <input type="checkbox"/> 11-In the care of Dept Protective Services
Program(s) (select all that apply):	
<input checked="" type="checkbox"/> At-Risk	

Aeries Software

PEIMS department is leading the transition from eSchool to Aeries software. This project starts October 1st, 2021 and will continue throughout this school year. Click [here](#) to see the milestones and plan for the project.

Project Timeline below:



Current Projects

CIP Phase II

On September 2021, Ms. Salguero from the compliance unit provided an overall status of the Continuous Improve Plan (CIP) and discovery of next steps.

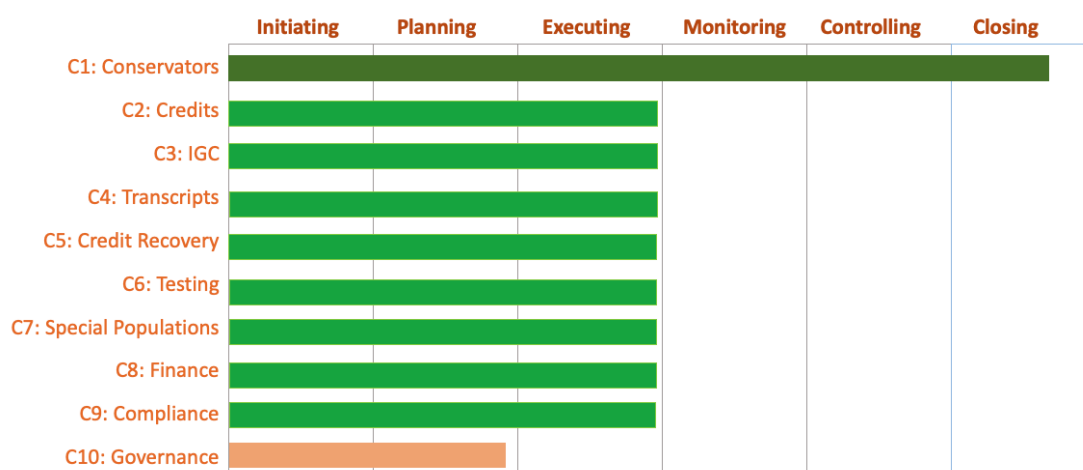
Condition		Description	Status
2	a. Award of Credit b. High School Personal Graduations Plans c. Curriculum Audit Recommendations	Provide a viable curriculum and identify a course of study that fulfills the graduation requirements, promotes college and workforce readiness, and facilitates the student's transition from secondary to postsecondary education	a. Was on hold per Dr. Tims pending the hire of the Chief Academic O. We did begin to set the status of this condition for cycle 2.
			b. The software has been launched. Training materials have been completed and campuses will be trained in October.
			c. The team has analyzed the recommendations by Region 10 and began planning for setting systems in place for each recommendation. The following trainings have been provided: Talk, Read, Talk, Write Process, TCA Curriculum, TEKS Resource System, Year at a Glance, Instructional Focus Document Lesson Planning, and Instructional Strategies for Special Populations. In addition, communication and PD plans are underway. Link
3	a. Individual Graduation Committees (IGCs) b. Tiered Intervention	Implement a tiered intervention process for students who have not met the passing standard for End of Course assessments including Multi-Tier Levels of Support, Family Engagement, HB4545	a. b. Training from Mr. Marino and C&I was completed today (9/28). Link
4		Ensure Accuracy in Graduation/Transcripts/Student Management Systems	a. The process and training materials include House Bill 5 Graduation requirements for 26 and 22 plans, CPR, PPI, legislative updates, endorsements, duplicate credits, phantom classes, course sequence, test scores, immunizations, At-Risk coding, transcript entries, AAR minimum standards, and transcript audit. The next step will be to complete the training of the new process, provide execution support, monitor implementation fidelity, and provide a monthly audit report to the conservator team. Data clerks were trained on duplicate credits, immunization, entering transcripts, online credit input, PPI, CPR and Speech Data Entry, EOC scores and graduation requirements.
5	a. Limitation of Implementation b. Local Policy Development c. Staff Attestation Credit	Accurate implementation of online and instructional services for credit recovery and accelerated instruction	b. All Online Services staff should be completely trained by the start of school, pull initial reports to gauge how many students we have enrolled in both Online Services and Instructional Services, provide a spreadsheet to conservators,

			<p>district and campus leadership to identify the 14-day progress of each IS student, and Cycle visits to each campus or region to provide face to face support and best practices. We will work together with the Academic Advising/Counseling team on each campus to ensure that scheduling guidelines are followed in a timely manner. Policy is being revised. I need to follow up with the staff attestation.</p>
6		Implement policies and procedures to ensure compliance with required test administration procedures and training activities to ensure validity, reliability, and security of assessments	c. Ms. Jones will provide detail.
7	<ul style="list-style-type: none"> a. Certification b. Special Education Compliance c. Special Education Graduation and Drop-Out Rate d. ESL Compliance 	Ensure certified/highly qualified teachers trained in differentiated instruction to meet the needs of students with disabilities, English learners, along with other student groups with diverse needs	<ul style="list-style-type: none"> d. All SPED teachers are certified, and every student that requires ESL is placed with a certified ELA/ESL teacher. We are working on filling in our ELA vacancies. a. By the end of October, we will have all policies and procedures updated and 90% of campus staff will be trained. This will be measured through my trainer tracker. All action steps are detailed and currently working with Ms. Miles to ensure all items are updated. b. By the end of October, we will have a tracking system in place for seniors who receive SPED Services, and this will be measured through the CTC Monthly Meetings. e. 50% of content teachers will effectively implement three out of ten sheltered instruction strategies. measured by a collection of writing samples to be scored using the TELPAS PLDs Rubric. Writing and reading samples will be collected by October 17, 2021.
8		Ensure financial compliance	a. On track with all the steps
9	<ul style="list-style-type: none"> a. Compliance with TEC 33.007 b. Human Resources c. Educator/Superintendent Evaluation d. Compliance Monitoring 	Ensure compliance with policies and procedures that affect all aspects of the organization. Establish a system of integrity in which the Governance team is focused improving student outcomes	<ul style="list-style-type: none"> a. Hire 1-2 School Counselors by the end of October. We have hired two, every campus has either an advisor or counselor. b. We have provided job descriptions. Training reflected on the Trainer Tracker Report. Per Dr. Tims biographies will be completed by December. We are working with the Education team to develop a training plan for each position. We will work with the new CAO to determine key stakeholders.

			c. By the end of December 2021, 80% of campus leaders will be proficient on the TTESS evaluation instrument. By the end of December 2021, 90% of campuses will successfully meet 91+ on the Review 360. d. All on track, reports have been provided to the board as scheduled.
10	a. Board Training b. Human Resources Audit c. Change Management Training d. High-Quality Engagement	Provide support and evaluation for principals utilizing PTESS and TTESS	a. (a, c, d) Meeting with Dr. Ponce tomorrow to update items on the CIP b. The HR audit was completed. Please contact Ms. Allen for the full report for confidentiality.

The above report shows the status of the CIP as of September 30, 2021.

Overall, the CIP stage is under **Executing**.



Tracking Professional Development

Through the tracking training system the compliance unit will be able verify that required training from CAP letter is provided in a timely matter and ensure attendance requirements are met. Find below all provided training until September 30, 2021.

Alignment Conference 2021-2022: SA Highland
Alignment Conference 2021-2022: DFW, SA main, Austin Campuses
Beginning of School Year Bulletin
Course Prerequisites
Course Sequencing
CPS Reporting
District Mission-100% Accurate Schedules
Ellevation BOY Training

Endorsements
Enrollment Training Austin/SA-BOY
Enrollment Training Dallas -BOY- Dallas Group 1
Enrollment Training Dallas-BOY- Dallas Group 2
Enrollment Training Fort Worth -BOY
Enrollment Training Houston -BOY
Enrollment Training Makeup
eSchool & Infosnap, Google
ESL Program Overview
ESL Program Overview
ESL Program Overview Presentation
HB 5 State Graduation Requirements
HB4545 Preview Only
Instructional Coach Training - Start of School
LPAC Framework Training
Math & Science
Meeting Norms
Online Learning
Other Graduation Requirements
PEIMS Coding
Personal Graduation Plan
SMS
Support Courses
Talk Read, Talk Write for Administrators
Test Training Name
TOT ELPS
Training
Transcript Audit Cycle
Transition 101- Indicator 13 Compliance

TIL Training

The compliance unit has attended two important trainings. The first training, Effective School Framework (ESF) Targeted Improvement Plan, provided an opportunity for campus leaders to polish their targeted improvement plans and ensure alignment to the ESF. The second training was focusing on data driven instruction.

Accountability

The compliance unit, in collaboration with other departments, is working on an accountability plan focused on student outcome. The purpose of this plan is to track student data and establish instructional strategies for the upcoming months towards to achieve student success.

Process Description

One of the goals of the compliance unit is to analyze the systems established to ensure compliance with TEA policies, plans, procedures, laws, and regulations that could have a significant impact on operations and reports and in determining the district's compliance status.

Compliance is ensuring that all the policies, procedures and processes are house in one location that is available for the entire organization: DocCentral. The compliance unit is currently working updating DocCentral. The processes currently in place in DocCentral are:

- Policies and Procedures
- Updates Student Handbooks
- Testing
- Scheduling
- Human Resources
- Finance
- PEIMS
- Texas Assessment Management System (TAMS)
- Texas Record Exchange (TReX), including training
- Duplicate credits on transcripts
- Transcript and diploma requests
- Individual Graduation Committee (IGC)
- Credit Recovery
- Transcript accuracy
- ESL compliance
- Enrollment process
- Personal Graduation Plan (PGP)
- Attendance Make-Up
- Student Services
- Remote Conferencing
- Safety
- HB 4545

Areas that are being updated and are nearing completion are:

- Special Education
- Discipline
- Online Services

Compliance Monitoring

Award of Credits

At the end of October 2021, the first term will finish for all campuses. Compliance unit will run the following reports to ensure that credits are awarding correctly:

- Duplicate credits.
- Instructional Services class placement.
- Online Services class placement.
- Online Services amount of credits awarded during the term. (No more than 2.5 Credits)
- Previous school year records in place (Currently available under the enrollment metrics).
- Credit by Exam reports.
- Outstate credit reports for English I, English II, Algebra I, Biology and US History.
- Phantom Credits.

Academic Achievement Records (AAR)

At the end of October 2021, the first term will finish for all campuses. Compliance unit will run the following reports to ensure that credits are awarding correctly:

- CPR, PPI and Speech reports.
- Endorsements.
- EOC Scores.
- Duplicate credits previous school years labels.

Personal Graduation Plan (PGP)

The Personal Graduation Plan project has three objectives:

- The creation of a new digital PGP form that will be housed in the Student Management System program. The team met together three times in May to discuss edits to this form and began generating the process for how the form will be used. The digital form is being created by developers and will be ready for testing in June. Click [here](#) to find the progress of the form. Successfully completed on October 7, 2021.
- The creation of a processes and procedures manual to guide campuses on the use of the PGP form. Completed on October 7, 2021. Visit Doc Central for the most updated version.
- PGPs estimated release time in SMS is October 15, 2021. On Target.

PEIMS Coding

Conservators and Board Members will now have access to the live data from Texans Can. This data platform will provide information on Attendance, Demographics, CCMR, and more. The PEIMS department, under the Compliance Unit, will upload the data every month. To access the data dashboards, see instructions below, the data available represent last school year. If you need access to the database please contact compliance@texanscan.org. Reports can be seeing below:

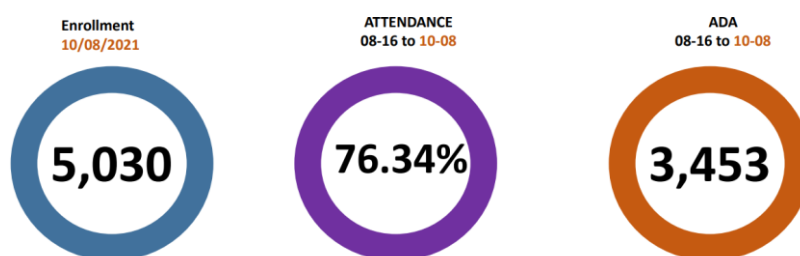
School Population (2021 - 2022 Preliminary Fall PEIMS file loaded 10/11/2021)		
	Count	Percent
Student Total	5,838	100%
9th Grade	1,317	26.16%
10th Grade	1,365	27.14%
11th Grade	1,271	25.27%
12th Grade	1,077	21.41%
Late Enrollments ("Notes")	690	

Student Demographics (2021 - 2022 Preliminary Fall PEIMS file loaded 10/11/2021)		
	Count	Percent
Gender		
Female	2,433	48.37%
Male	2,597	51.63%
Ethnicity		
Hispanic-Latino	3,303	65.67%
Race		
American Indian - Alaskan Native	*	*
Asian	10	0.20%
Black - African American	1,506	29.94%
Native Hawaiian - Pacific Islander	*	*
White	101	2.01%
Two-or-More	99	1.97%

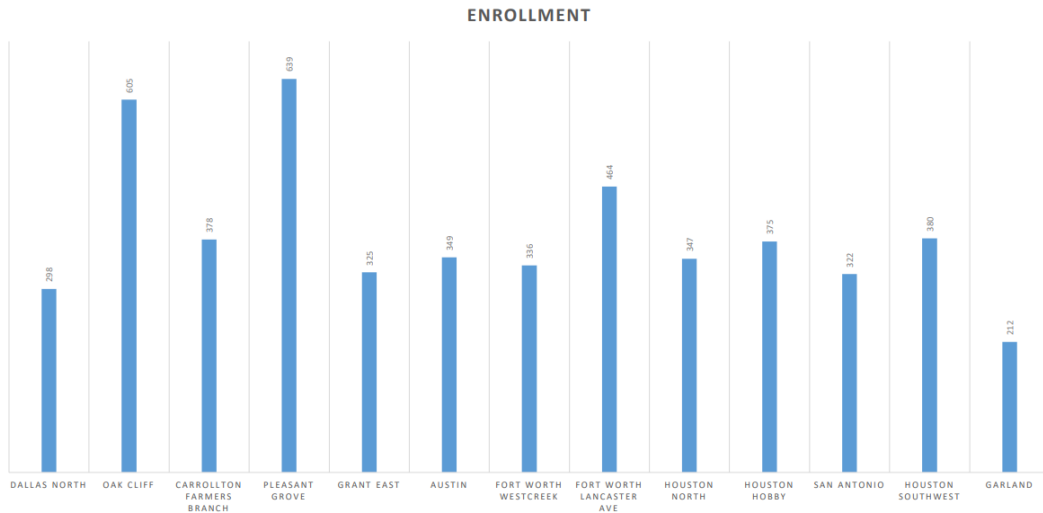
Special Services (2021 - 2022 Preliminary Fall PEIMS file loaded 10/11/2021)		
	Count	Percent
Top Primary Disabilities		
Orthopedic Impairment	0	0.00%
Other health impairment	78	17.97%
Auditory impairment	4	0.92%
Visual impairment	0	0.00%
Deaf-Blind	0	0.00%
Intellectual disability	28	6.45%
Emotional disturbance	53	12.21%
Learning disability	260	59.91%
Speech impairment	7	1.61%
Autism	3	0.69%
Developmental delay	0	0.00%
Traumatic brain injury	1	0.23%
Noncategorical early childhood	0	0.00%
Instructional Settings		
Speech Therapy code (00)	13	3.00%
Homebound code (01)	1	0.23%
Hospital Class code (02)	0	0.00%
Mainstream code (40)	194	44.70%
Resource Room codes (41,42)	226	52.07%
VAC code (08)	0	0.00%
Off Home Campus codes (01,02,03,04,05,06,07,08)	0	0.00%
State School code (30)	0	0.00%
Residential Care codes (81,82,83,84,85,86,87,88,89)	0	0.00%
Self-Contained codes (43,44)	0	0.00%
Full-Time Early Childhood code (45)	0	0.00%
Nonpublic Day School code (50)	0	0.00%

Student by Program (2021 - 2022 Preliminary Fall PEIMS file loaded 10/11/2021)		
	Count	Percent
Bilingual	0	0.00%
English as a Second Language (ESL)	1,186	23.58%
Alternative Bilingual Language Program	0	0.00%
Alternative ESL Language Program	0	0.00%
Gifted & Talented	0	0.00%
Special Education (SPED)	434	8.63%
Title I Participation	5,030	100.00%
Dyslexia	20	0.40%
Economic Disadvantage		
Economic Disadvantage Total	2,859	56.84%
Free Meals	2,851	56.68%
Reduced-Price Meals	8	0.16%
Other Economic Disadvantage	0	0.00%
Homeless Statuses		
Homeless Status Total	6	0.12%
Shelter	0	%
Doubled Up	2	0.04%
Unsheltered	0	0.00%
Hotel/Motel	3	0.06%

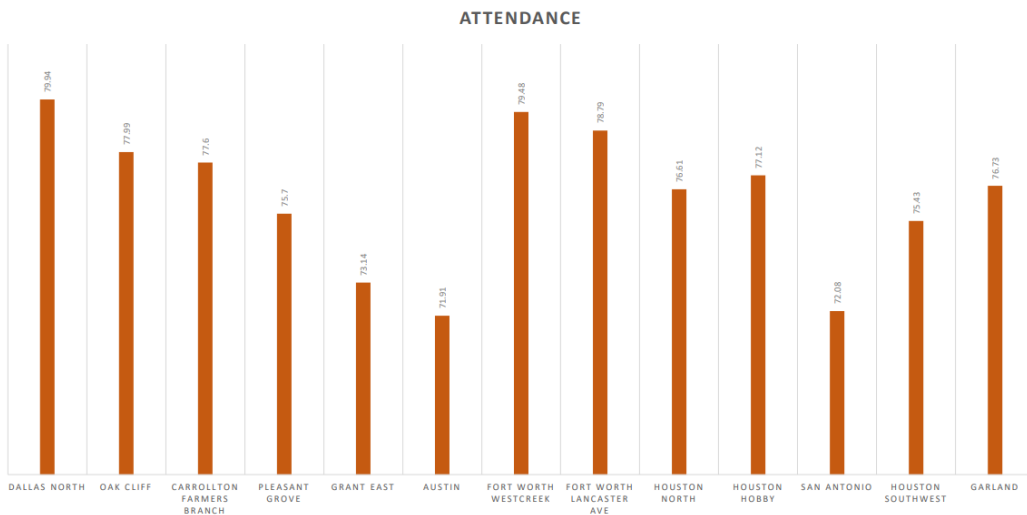
Other Student Information (2021 - 2022 Preliminary Fall PEIMS file loaded 10/11/2021)		
	Count	Percent
At-Risk	3,605	71.67%
Title I Homeless	0	0.00%
Immigrant	0	0.00%
Limited English Proficient (LEP)	1,497	29.76%
Migrant	1	0.02%
Military Connected	0	0.00%
Foster Care	0	0.00%
Section 504 (No Section 504 File for 2022)	101	2.01%
Intervention Indicator	6	0.12%
IEP Continuer	120	2.39%



By October 8th, 2021



August 16th to October 8th, 2021



OTHER TASKS ASSIGNED BY CONSERVATORS

Graduation Report

The compliance unit is in the process of reviewing files for Overflow Graduates. These students completed all of their credits at the end of the 2021 school year but were missing minor documentation or needed to complete their IGC projects. A total of 16 students were submitted for consideration. The review of these Overflow Graduates will be completed by the end of Term 1. Detail report available [here](#).

Status	Number of Students
Graduated this year from 2020-21	8 Students
Pending Graduation 2020-21	6 Students
Graduation Rejections from last year	2 Students*
2021-22 Graduated	1 Student

2021-22 Pending Graduation	1 Student
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*These students must be enrolled during 2021-22 school year to earn a diploma.

Enrollment Metrics

The Compliance Unit completed a report until October 5th, 2021. Click [here](#) to see the report.

Instructional Services

The Compliance Unit completed a report until October 4th, 2021. Click [here](#) to see the detail report. Click [here](#) to see the summary report.

Fernando Marino
Compliance Unit Director
