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COMPLIANCE UNIT BOARD REPORT

COMMITMENT – AWARENESS – OBJECTIVITY

Fernando Marino

For the month of December 2021

TABLE OF CONTENTS

1 **Accomplishments**

- 360 and CIP Correlation
- 360s Updates
- 360 Updated Timeline
- Data Clerks Centralization
- Personal Graduation Plan
- PEIMS Submission

2 **Current Projects**

- CIP Phase II
- Tracking Professional Development
- TIL Training
- Accountability
- Process Description

3 **Compliance Monitoring**

- Award of Credits
- Academic Achievement Records (AAR)
- Personal Graduation Plan (PGP)
- PEIMS Coding

4 **Other Tasks**

- Graduation Report
- Enrollment Metrics
- Instructional Services
- Special Request Conservator Hayes
- Satisfying Renewal Conditions
- Special Investigation CFB

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** • 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** • 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 • ESL - certifications • Special Education - compliance • Special Education - graduation • ESL - compliance **ESL & SPED 360**	**Condition # 8** Finance **Internal Audits**	**Condition # 9** • Certified Counselors • Onboarding and annual training • T-TESS and P-TESS • Compliance Unit – reporting **Special Reports**
Condition # 10 • Board training • Human Resources - audits • Management - training • Engagement **Governance 360**		

360 Updates

Data Validation 360 Results: During the month of November the 360 Data Validation was completed and the results from this 360 are found below:

Results: **Did Not Meet the 90% Passing Standard**
All TCA campuses evaluated scores ranging from 45% to 80%.

Highlights

- Graduation and IGC's were not evaluated for term 1 since few files had been submitted to corporate for verification.
- PEIMS submissions and Safety Drills were fully in compliance for all campuses.
- The majority of campuses were in compliance with Data Rosters and PEIMS Demographic coding.

Areas for Improvement

- Registration & Enrollment – Only 2 campuses received credit for this category. Campuses had students who were enrolled for more than 30 days who were missing Trex, transcript, and other documents.
- Online Services/Instructional Services – During our initial review, it was determined that 6 campuses did not meet expectations for this category because students were scheduled in the wrong OS/IS classes. Campuses were instructed to double check their data rosters and review scheduling. From this analysis, it was determined that campuses were scheduling students in classes that were in the best interest of the student, even though they did not follow all of the rules listed in the OS/IS Manual. As a result of this finding, it was determined that due to the diverse educational needs of TCA students, the current OS/IS framework is inadequate to address those needs. Furthermore, a review of Instructional Services program revealed that the program did not deliver the product that was expected and created a burden for campuses. Starting term 3, the Instructional Services program will be discontinued.
- Academic Achievement Records – No campuses met the standard required by the conservators for this category. While there have been improvements in the quality of AARs, Compliance discovered duplicate credits, missing test scores & labels, etc. Several steps have been taken to address this issue. On November 17, 2021, the Data Clerks were centralized. They have been working diligently to address various AAR issues; his process will take time. Until all transcript issues have been rectified, campuses and data clerks will need to work together to achieve 100% accuracy of AARs.

Next steps

- From the findings on this 360 the district leadership determined that Data Clerks will be centralized at central office level.

ESL: During the month of November the ESL 360 was completed and the results from this 360 are found below:

Results: Did not Meet 91% Passing Standard
The ESL department did not achieve the goal scoring 87.5%

Highlights

- The ESL Coordinator followed all the expectations set on the Continuous improvement plan.
- All the activities related to LPAC Process for Term II were completed.
- The first parent ESL Title III Conference was completed.
- PEIMS Coding for ESL students were accurately entered inside of eSchool before PEIMS Submission.
- All the TEA yearly submission were completed on time.

- During the December testing administration, the ESL Coordinator met with District Testing Coordinator to ensure all the requirements for ESL students were in place regarding testing.
- The ESL Coordinator attended and conducted all training related to the LPAC Process, EL identification, parent related events, PEIMS Coding, TEA Submissions, Teacher Certifications, and Testing.
- ESL Coordinator ensured that at least 1 teacher per campus is ELA/ESL Certified.

Areas for Improvement

- English Learner Identification: Disseminate EL student information to all appropriate stakeholders
- Parents Events: Increase Parent Engagement

Next steps

- Expanding the tracking system noted in the parent event component
- Create a monthly report for parent notification of student progress. Develop a district tracking system of newly identified ELs to track and support interventions. -Monitor systems newly identified ELs per campus
- Create a district master running record spreadsheet to include the following: -Must have entry date & LPAC date column (within 4 weeks) -Must have PEIMS coding -Date for Parent Notification -Call attempts for record submission (TREX)
- Have 2 ESL Clerks (experts) to review and verify entries for all campuses.

Attendance: During the month of November the Attendance 360 was completed and the results from this 360 are found below:

Results: Met the 90% Passing Standard

Campuses scored highly on the Attendance 360, with 9 of the 13 campuses receiving a perfect score.

Highlights

- This 360 was an area of relative strength for the campuses. Good procedures are in place at the majority of campuses to ensure that attendance is taken and documented appropriately.
- Only 3 of the 13 campuses had teachers taking ADA attendance at the incorrect time.

Areas for Improvement

- None identified at this time. The Compliance Unit recommends the campuses to keep monitoring reports from Cognos and making attendance corrections daily.

Next steps

Continue monitoring teachers taking attendance on time and accurately.

Accountability: During the month of November the Accountability 360 was completed and the results from this 360 are found below:

Results: Did not Meet the 91% Passing Standard
The accountability department scored 30% during the Accountability 360 for term 1.

Highlights

- All campuses received their required accountability training

Areas for Improvement

- Adherence to Assessment Calendar; all assessment activities have taken place.
- Data provided to campuses within a week of the scheduled administration date.
- Cross reference number of students enrolled during testing window with number of students tested. Assessed Term II, II, and IV (not term I).
- Progress Measure plan must be provided to campuses.
- Tracking all EOC Tested areas.

Next steps

- A report will be provided to Ms. Miles at the end of the term of who has submitted the assessments on time and who has not.
- Provide a data analysis report to Ms. Miles at the end of each term on the Skills Checks.
- Communicate expectations to campuses regarding accountability.
- Accountability Director to work with campuses on data analysis.
- Moving forward a report MUST be provided to Ms. Miles at the end of the term to provide a snapshot of success in each of the domains.
- Provide an overview of how the district is doing with our snapshot students per campus.

Curriculum and Instruction: During the month of December the C&I 360 was completed and the results from this 360 are found below:

Results: Did not Meet the 91% Passing Standard
The Curriculum and Instruction scored 56% on their 360 review for term 1. This report is based on evidence provided by the Curriculum and Instruction Department.

Highlights

- TRS training
- Initial training on TRS to create intentional lesson plans including YAG, IFD, MMC, Weekly Objectives, CFAs, and Skills Checks was conducted.
- Evidence shows that my MCC is being utilized to create lesson plans.
- Lesson plans offer opportunities for administrator feedback.
- The Math Campus Visit Tracker shows evidence of content specialist support to teachers.

Areas for Improvement

- Support to campuses and monitoring the utilization of the YAG and the IFDs to plan instruction.
- The evidence provided was aligned with campus execution of lesson plan creation, however, there is a lack of evidence regarding specialist support to execute such as training (aside from initial training), department meetings, observations and feedback, coaching, modeling, follow-up, one-ones, lesson plan support. Math was the only subject with evidence of campus support.
- Support to campuses and monitoring of Formative Assessments-Exit Tickets/Checks for understanding, CFAs, and Skills Checks.
- Create a Visit Tracker similar to the Math Campus Visit Tracker for every content area.
- Add a component related to how the Chief Academic Officer monitors implementation of the Curriculum & Instruction Department.
- Support to campuses and monitoring of utilization of YAG and IFDs to plan instruction.
- Support to campuses and monitor their implementation of Formative Assessments-Exit Tickets/Checks for understanding, CFAs, and Skills Checks.

Next steps

- Begin to gather evidence for term II and submit by January 28th.
- To supplement term II evidence from Curriculum and Instruction, Compliance will conduct campus visits.

360 Updated Timeline

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

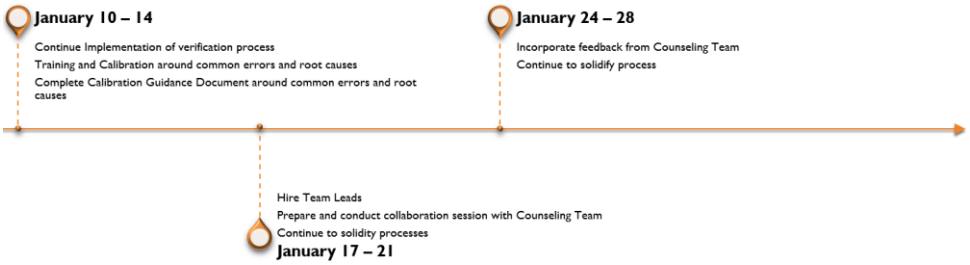
360's Name	*Term 1*	*Term 2*	*Term 3*	*Term 4*
Data Validation	⊗	⊗	⊗	⊗
Attendance	⊗	⊗	⊗	⊗
Special Education			⊗	⊗
Curriculum & Instruction	⊗	⊗	⊗	⊗
Governance			⊗	⊗
Accountability	⊗	⊗	⊗	⊗
HB4545			⊗	⊗
Testing		⊗		⊗
ESL	⊗	⊗	⊗	⊗
Safety & Security	⊗	⊗	⊗	⊗

Data Clerks Centralization

As a result of the first 360 evaluations the district chose to centralize the Data Clerk positions. The Compliance Unit led this project under the supervision of our Senior Compliance Officer, Hilda Mendoza. Find copy of the initial plan clicking here. Find below the details of plan execution:

PHASE I

PHASE II



DAILY ASSIGNMENT

Tickets from the filed	New Enrollees (as students become active)	Registrar backup	Clean up	Audit and correct records prior to Centralization
Transcripts TREx, At-Risk Immunizations FAFSA Duplicate Credits Instructional Services Wrong Entry	All documentation in infosnap – Transcript, TREX, Immunizations, Duplicate Credits, EOC scores, Certifications (CPR, PPI, Speech)	• Attendance only	• Duplicate Credits, IGC- EOC Labels	• Start of school year to 11/17/21

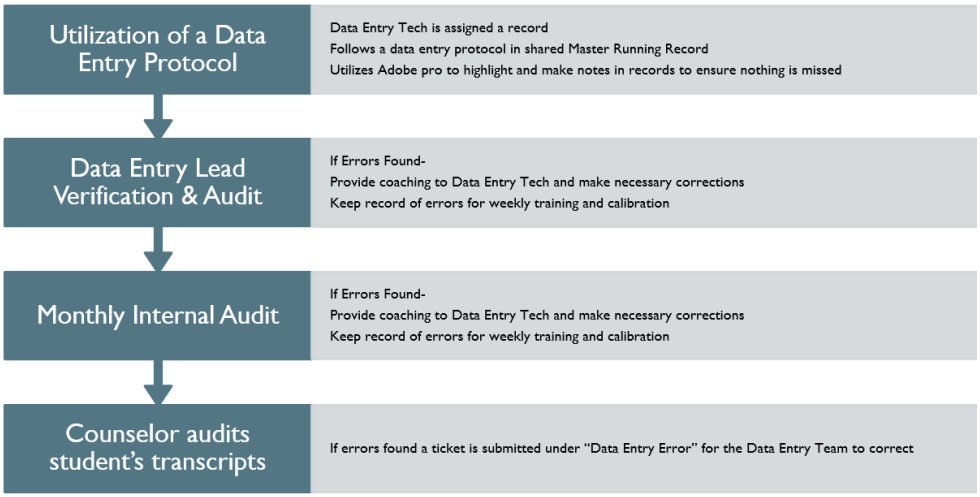
WEEKLY TO DO'S (BY SENIOR COMPLIANCE OFFICER)

- Emails to campuses — For missing documentation for data entry e.g., At-Risk Forms, FAFSA, Immunizations, etc.
- Updating Data Entry To Do's Doc
- Support Data Entry Training/Calibration/Announcements
- Bi-weekly meetings with Data Entry Leads — Daily Reports; Verification Process Findings; Coaching/Calibration Process
- Growth Plan for Struggling Employees

DATA ENTRY LEADS RESPONSIBILITIES

- Transcript Verification, Coaching on the moment, and training
- Training of Registrar backup Data Entry Tech
- Ticket Assignments Balancing
- Verification process — Internal Audit
- Daily 30-minute Team Huddle
- Employee Time Tracking

ENSURING DATA ACCURACY



Personal Graduation Plans PGPs Update

The Compliance Unit successfully launched the PGP platform inside of SMS. The counselors at each campuses started creating PGPs.

Campus	Average # days from Enrollment to Generated*	Average # days from Enrollment to Signed Upload*	# Signed PGP Complete YES
001-Dallas Can-North	82	83	71
002-Dallas Can Charter-Oak Cliff	1		0
003-Dallas Can At Carrollton-Farmers Branch	63		0
004-Dallas Can At Pleasant Grove			0
005-Dallas Can-Grant East			0
006-Austin Can			0
007-Fort Worth Can-Westcreek	65		0
008-Fort Worth Can Lancaster Ave	66	91	109
009-Houston Can-North	59	62	64
010-Houston Can-Hobby	71	11	9
011-San Antonio Can	67	68	3
012-Houston Can Southwest			0
013-Dallas Can Academy-Garland	57	84	1
030-Texans Can Academy - Highlands			0
	59.00(avg)	66.50(avg)	257

PEIMS Submissions

PEIMS Department successfully submitted on time the 2021-22 fall PEIMS collection data to TEA. In addition, the PEIMS department submitted the National School Lunch Program Data on time to the Agriculture Department.

Current Projects

CIP Phase II

On December 2021, our Senior Compliance Officer provided a status update of the Continuous Improve Plan (CIP) and discovery of next steps. A detail of the CIP can be found clicking here.

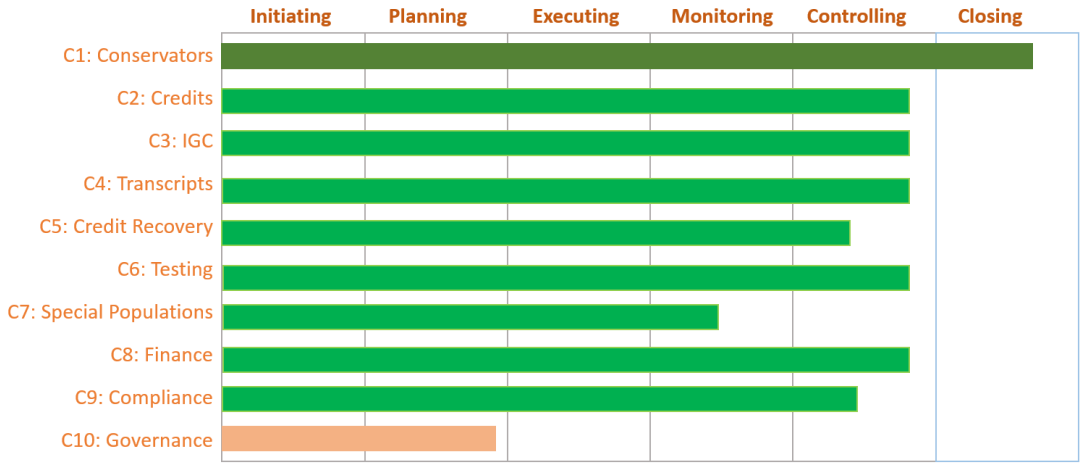
District Continuous Improvement Plan Update

Condition Number	Condition Name	CIP Action Steps Status
2a	Award of Credit - ***Eva Key***	On Track
2b	High School Personal Graduations Plans- ***Fernando Marino***	On Track
2c	Curriculum Audit Recommendations - ***Stacy Venson***	On Track
3a	Individual Graduation Committees (IGCs)- ***Stacy Venson***	On Track
3b	Tiered Intervention - ***Stacy Venson***	On Track
4	Accuracy of Transcripts - ***Fernando Marino***	On Track
5a	Limitation of Implementation - ***Gina Phillips***	On Track
5b	Local Policy Development - ***Gina Phillips***	NA
5c	Staff Attestation Credit - ***Gina Phillips***	NA
6	Testing - **Cynthia Miles**	On Track
7a	Certifications - **Mia Story**	Not updated - Needs Immediate Revision
7b	Special Education Compliance - ***Stacy Venson***	Some Progress

7c	Special Education Graduation and Drop-Out Rate - ***Stacy Venson***	Some Progress
7d	ESL Compliance - ***Juanita Betancourt***	Some Progress
8	Finance - ***Marian Hamlett***	Not updated
9a	Compliance with TEC 33.007 **- *Mia Story***	Not updated
9b	Human Resources **- *Mia Stroy***	Not updated
9c	Accountability - **Joseph Mena**	Not able to determine
9c	Educator/Superintendent Evaluation - **Cynthia Miles**	On Track
9d	Compliance Monitoring - **Fernando Marino**	On Track
10a	Board Training - **James Ponce**	Incomplete
10b	Human Resources Audit - **Mia Story**	The Human Resource Audit has been completed
10c	Change Management Training - **James Ponce**	The Living the Learning training has been conducted by Region 10, no other training has been requested by conservators
10d	High-Quality Engagement - **James Ponce**	Completed

The above report shows the status of the CIP as of January 7, 2022.

Overall, the CIP stage is under Monitoring / Controlling.



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

Aeries Software

The PEIMS department is leading the transition from eSchool to Aeries software. This project started on October 1st, 2021 and will continue throughout this school year. Click here to see the milestones and plan for the project. Project updates for the month of October are below:

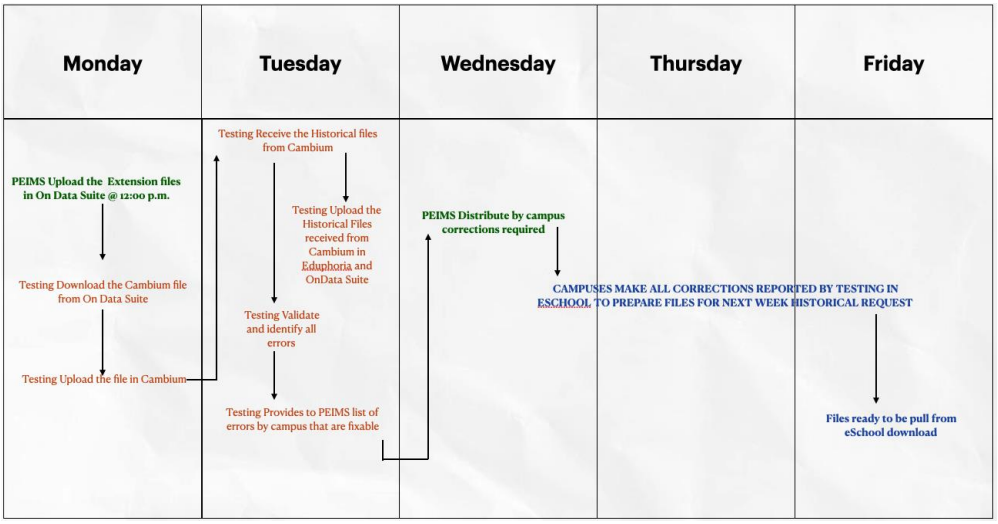
- ✓ Kickoff Call
- ✓ Monday.com Project Board
- ✓ Assign Implementation Team Members
- ✓ SFTP Team Creation
- ✓ 1st Database Transfer
- ✓ District Basic Database
- ✓ Kickoff Surveys
- ✓ Superintendent Meeting Updates
- ✓ Data Conversion Review in Process
- ✓ Staff Personnel Transferred
- ✓ Master Schedule File will be completed on January 20, 2021

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. Another upcoming training will be conducted on January 13, 2021.

Accountability

The Compliance Unit, in conjunction with PEIMS department, has satisfactory completed the monthly uploads into the Ondata Suite Database following the process determined below:



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:

- Discipline

Compliance updates the material on DocCentral periodically at the request of district leaders.

Compliance Monitoring

Award of Credits

At the end of October 2021, the first term finished for all campuses. The Compliance Unit ran the following reports to ensure that credits are awarding correctly. The data obtained from those reports are listed below and have been discussed with all the campuses during the 360 reviews:

- **Duplicate credits:**

Year	Duplicate Credits
2017	140
2018	308
2019	490
2020	495
2021	240
2022	**23**

- **Instructional Services class placement:**
  As of October 31, 2021, a total of 747 Students are actively enrolled in instructional Services. A total of 303 students have already completed 100% the courses (0.5 Credits) in Instructional Services.

Total Active Students	747	No mistakes were found during the review
Total Completed Courses	303	No mistakes were found during the review
Total	1,050	

- **Online Services class placement:**
  As of October 31, 2021, a total of 891 Students are actively enrolled in Online Services. A total of 361 students have already completed 100% the courses (0.5 Credits) in Instructional Services.

Total Active Students	747	No Analyzed at this time
Total Completed Courses	361	Under campus review

- **Online Services:**
  The number of credits awarded during the term. (No more than 2.5 Credits) No data found with a student with more than 2.5 Credits – In Compliance.

- **Previous school year records in place:**
  Currently available under the enrollment metrics. Click here to see the report.

- **Credit by Exam reports:**
  No requests for Credit by Exam have been received during the Month of December 2021.

Academic Achievement Records (AAR)

At the end of October 2021, the Compliance Unit ran the following reports to ensure that credits are awarding correctly:

- **CPR, PPI and Speech reports:**
  A total of 668 Seniors are currently missing these requirements on their transcripts.
- **Endorsements:**
  24 Students are missing Endorsements currently.
- **EOC Scores:**
  A total of 554 Students are missing label in the EOC records.
- **Duplicate credits previous school years labels:**
  1,696 labels need to be reviewed to ensure that are appropriate coded in the system.

Alternative Solution: ***Centralizing Registrars*** under PEIMS/Compliance will be the most efficient solution to help with data accuracy. Find copy of the plan clicking here.

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 was successfully completed on October 7, 2021.
- The creation of a processes and procedures manual to guide campuses on the use of the PGP form was completed on October 7, 2021. Visit Doc Central for the most updated version.
- PGPs went live on October 26, 2021.
- Find below the timeline for the PGP Project

Date	Action Steps	Status	Department
6-May-21	Request Received to Create a PGP Platform Inside Of SMS	Completed	Compliance, Data and Software Management
15-Jun-21	Collection of Requirements	Completed	Compliance, Data and Software Management
7/6/2021	Design Completed for PGPs and submitted for developing	Completed	Compliance, Data and Software Management
10/6/2021	Application received in testing environment for review	Completed	Compliance, Data and Software Management
10/7/2021	Errors identified and Submitted back to Education Department for Review	Completed	Education/Scheduling
10/18/2021	Meet with Counseling/Scheduling to train 2 campuses. Westcreek and Dallas North	Completed	Compliance, Data and Software Management
10/20/2021	Software management trained all Counseling and Academic Advisors on how to manage the PGP application	Completed	Compliance, Data and Software Management
10/26/2021	Application release live with data. Ready to use by Academic Advisor	Completed	Compliance, Data and Software Management
12/20/2021	Data review of all data for PGP completed	In Process	Compliance, Data and Software Management
1/20/2021	Projected to release PGP for Superintendent Signature	In Process	Compliance, Data and Software Management
1/21/2021	Reporting Capability	In process	Compliance, Data and Software Management

PEIMS Coding

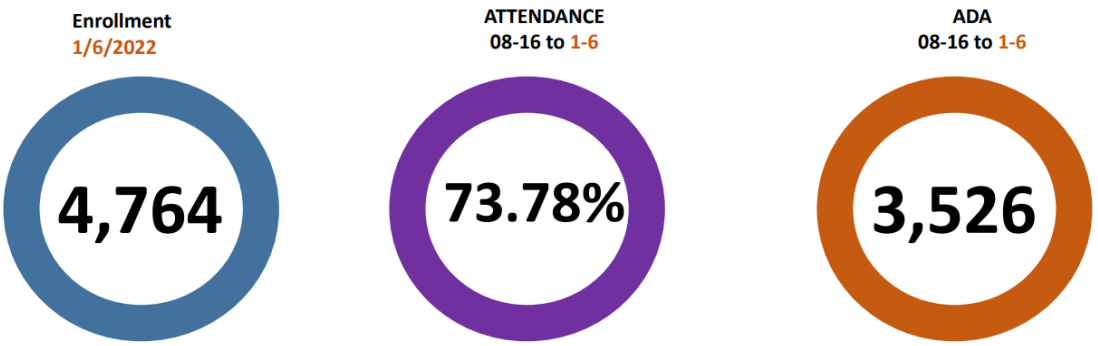
Conservators and Board Members will now have access to the live data from Texans Can. This data platform will provide information on Attendance, Demographics, CCMR, and more. The PEIMS department, under the Compliance Unit, will upload the data every month. To access the data dashboards, see instructions 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 01/09/2022)	Count	Percent
Student Total	**5,038**	**100%**
9th Grade	1,372	27.23%
10th Grade	1,344	26.68%
11th Grade	1,254	24.89%
12th Grade	1,068	21.20%
Not Enrolled on Snapshot (*Notes*)	1,090	

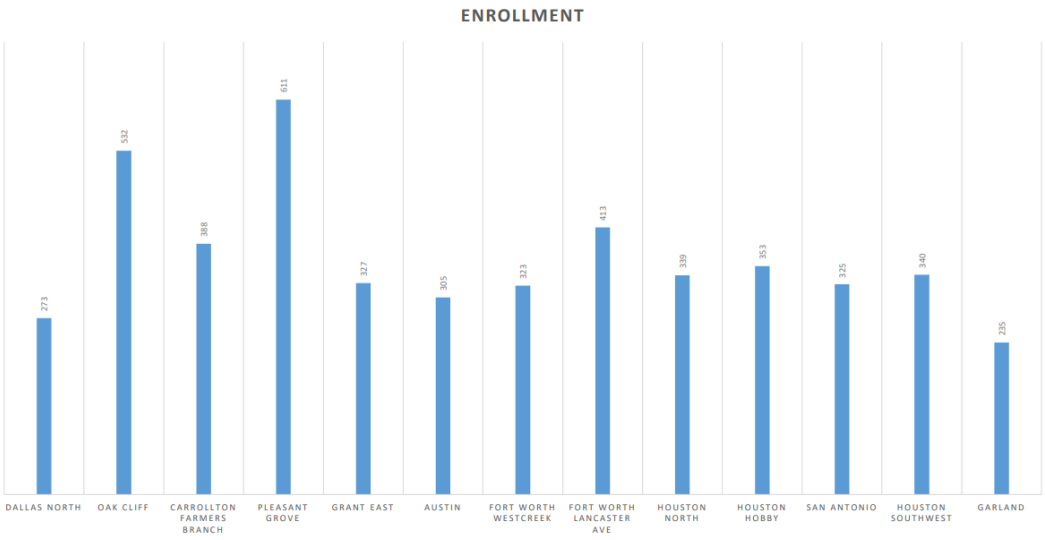
Student Demographics (2021 - 2022 Preliminary Fall PEIMS file loaded 01/09/2022)	Count	Percent
Gender		
Female	2,410	47.84%
Male	2,628	52.16%
Ethnicity		
Hispanic-Latino	3,332	66.14%
Race		
American Indian - Alaskan Native	9	0.18%
Asian	12	0.24%
Black - African American	1,490	29.58%
Native Hawaiian - Pacific Islander	2	0.04%
White	101	2.00%
Two-or-More	92	1.83%

Student by Program (2021 - 2022 Preliminary Fall PEIMS file loaded 01/09/2022)	Count	Percent
Limited English Proficient (LEP)	1,578	31.32%
Bilingual	0	0.00%
English as a Second Language (ESL)	1,411	28.01%
Alternative Bilingual Language Program	0	0.00%
Alternative ESL Language Program	0	0.00%
Gifted and Talented	0	0.00%
Special Education (SPED)	487	9.67%
Title I Participation	5,038	100.00%
Dyslexia	136	2.70%
Economic Disadvantage		
Economic Disadvantage Total	4,642	92.14%
Free Meals	4,631	91.92%
Reduced-Price Meals	11	0.22%
Other Economic Disadvantage	0	0.00%
Homeless Statuses		
Homeless Status Total	7	0.14%
Shelter	1	0.02%
Doubled Up	2	0.04%
Unsheltered	1	0.02%
Hotel/Motel	3	0.06%

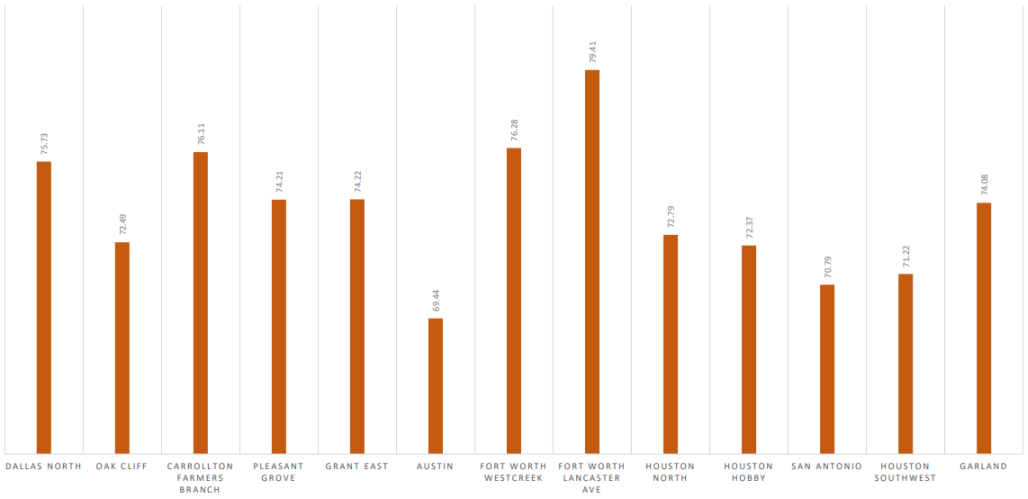
Other Student Information (2021 - 2022 Preliminary Fall PEIMS file loaded 01/09/2022)	Count	Percent
At-Risk	4,759	94.46%
Title I Homeless	0	0.00%
Immigrant	0	0.00%
Migrant	1	0.02%
Military Connected	0	0.00%
Foster Care	0	0.00%
CTE Single Parent/Pregnant Teen	0	0.00%
Section 504	282	5.60%
Intervention Indicator	1	0.02%
IEP Continuer	109	2.16%
Transfer In Students	0	0%



By **January 6th, 2022**



August 16th to **January 6th, 2022**



Week	Attendance	ADA
8/16 - 8/20	88.15%	2292
8/23 – 8/27	78.84%	3254
8/30 – 9/03	77.19%	3400
9/07 – 9/10	75.59%	3530
9/20 – 9/24	73.74%	3629
9/27 – 10/01	73.2%	3643
10/04 – 10/08	74.08%	3723
10/11 – 10/15	76.07%	3818
11/01 – 11/05	73.91%	3797
11/08 – 11/12	76.02%	3897
11/15 – 11/19	73.48%	3675
11/29 – 12/03	72.76%	3566
12/06 – 12/10	85.62%	4113
12/13 – 12/17	68.48%	3234
1/3 – 1/7		

OTHER TASKS
ASSIGNED BY CONSERVATORS

Graduation Report

The Compliance Unit completed 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	0 Student

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

Enrollment Metrics

The Compliance Unit completed a report until January 11, 2022. Click here to see the report.

Instructional Services

The Compliance Unit received directive from the Conservators to Discontinue the use of this strategy.

Special Request Conservator Hayes

November 28, 2021: List of all new students enrolled in Texans CAN since October 30, 2021 the AAR of each of these students, the sending school, the current schedule, and the current PGP for each of these students. The Compliance Unit produced all the items requested by conservator on November 29, 2021 through Dropbox Link.

December 9, 2021: The Compliance Unit produced all the items requested by conservator on December 14, 2021 through Dropbox Link. Items include:

Proof of training required for all teachers and record of each teacher with hours of training accumulated, proof of Credit by Exam posted (required by law), AARs and current schedule of all students set to complete course work in January,2022, specific job responsibilities for counselors : specific by campus , some campuses have assigned counselors additional duties.

Satisfying Renewal Conditions:

During the weekly meeting with Conservator Dr. Hayes, a few questions were raised regarding satisfying certain conditions from the renewal letter. Answers to those questions are detailed below:

a. Renewal Condition 2A, Students are placed in appropriate classes within one day of enrollment. *SMS under the data roster capability will allow the Compliance Unit to run reports to ensure that students are appropriately placed in the correct classes.*

b. Renewal Condition 2b, TCA will implement a Personal Graduation Plan (PGP) that must (1) identify a course of study that fulfills the graduation requirements, (2) promote college and workforce readiness, and (3) facilitate the student's transition from secondary to postsecondary education. *SMS Fulfill this requirement. During a meeting with Dr. Hayes on October 27, 2021, the Compliance Unit demonstrated the difference between PGPs in Eduphoria and our new PGPs platform that was launched this month. The PGPs under SMS meet all the standards requested by TEA under this condition.*

c. Renewal Condition 2b, TCA principals will designate a school counselor or administrator to review a PGP whenever a student first enters the charter school, regardless of the student's current grade. *SMS Fulfill this requirement*.

d. Renewal Condition 2b, The PGP will be developed and kept in each student's permanent record folder; TCA staff must review the PGP with students annually; it will be signed and dated each year. SMS Fulfill this requirement.

e. Renewal Condition 2b, Students entering their senior year shall have their PGP signed by the Superintendent to indicate that they are on track to graduate and that course credits align with graduation requirements. Per the PGP plan described above, this condition will be fulfilled in January. *SMS will provide reports that will analyze data and ensure that Superintendent is signing a plan with Fidelity.*

Special Investigation CFB

During the submission of Fall PEIMS, the Compliance Unit discovered that the CFB campus was withdrawing a disproportionate number of students using the 60 (homeschool) leaver code. As of November 30, 2021, CFB had withdrawn 129 students. 67% (86 students) were withdrawn using a 60-leaver code. Find the discoveries of the Investigation clicking on this LINK

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