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COMPLIANCE UNIT BOARD REPORT

COMMITMENT – AWARENESS – OBJECTIVITY



Fernando Marino

For the month of January 2022



TABLE OF CONTENTS

Accomplishments

1

- Region 10: PEIMS Submissions and SMS Audit
 - 360 and CIP Correlation
 - 360s Updates
 - 360 Toolbox
 - 360 Updated Timeline
 - Data Clerks Centralization
 - Personal Graduation Plan
 - Counseling and Compliance
-

Compliance Monitoring

3

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

Current Projects

2

- CIP Phase II
 - Tracking Professional Development
 - Aeries Software
 - Accountability Testing
 - Process Description
 - Registrar Centralization
-

Other Tasks

4

- Graduation Report
- Enrollment Metrics
- Instructional Services
- Special Request Conservators
- Satisfying Renewal Conditions
- Special Investigation Oakcliff

Accomplishments

Region 10: PEIMS Submissions and SMS Audit

The PEIMS department completed the mandatory fall resubmission on January 18, 2022.

Texans Can Superintendent receive a [letter](#) from TEA on December 10, 2021, with an anonymous formal complaint from an employee at Texans Can alleging the following: accusing the PEIMS department of reporting inaccurate data.

- Texans Can is utilizing Mr. Fernando Marino's data platform for reporting PEIMS Inaccurately.
- Inappropriate use of the Student Management System.
- Misappropriations of funds related hiring the Student Information System (AERIES) and vendors.
- Executive Team hired a fake team (The Compliance Unit) to cover the manipulation of the data.

TEA formally directed Texans Can Academies to contact the Region 10 Director Chief Technology officer to conduct an audit on PEIMS submissions, Student Information System (SIS) and Student Management System (SMS).

On January 12, 2022, the compliance unit and PEIMS department visited Region 10 office and provide admin access to SMS and all the PEIMS submission was completed at Region 10 premises as part of the audit process.

The audit results did not find any irregularities regarding Texans Can PEIMS data submissions or use of SIS and SMS systems. Click [here](#) to see the full audit report from Region 10 including recommendations.

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	Condition # 8 Finance	Condition # 9 <ul style="list-style-type: none">• Certified Counselors• Onboarding and annual training• T-TESS and P-TESS

<ul style="list-style-type: none"> • Special Education - graduation • ESL - compliance ESL & SPED 360	Internal Audits	<ul style="list-style-type: none"> • Compliance Unit – reporting Special Reports
Condition # 10		
<ul style="list-style-type: none"> • Board training • Human Resources - audits • Management - training • Engagement Governance 360		

360 Updates

Term 2 360s: The Compliance Unit is conducting campus 360 for attendance and data validation during the month of February. Results will be available on the next board report.

The Compliance Unit is collecting data from campuses to complete round 2 of 360s for the following departments: Safety and Security, Curriculum and Instruction, Accountability, English Second Language and Testing.

360 Toolbox

On January 13, 2022 The Compliance Unit created a resource to help campuses to conduct a self-evaluation on the 360 Data Validation and Attendance to help campuses identify errors prior to The Compliance Unit conducting the formal evaluation. To access the toolbox click [here](#).

Data Clerk 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](#). The initial plan has been executed successfully and now process, procedures, daily task, timelines, accuracy of data, monitoring systems and communication systems between campuses and data clerks are in place. To access to an overview of the executed plan click [here](#).

Personal Graduation Plan

The Compliance Unit has completed the platform of PGPs inside of SMS including Phase III Superintendent Designee Signature. Campuses are now working to meet the deadlines approved by conservator team on January 18, 2022. Click [here](#) for the deadlines.

Counseling and Compliance

The Compliance Unit met with Counseling Director in January to establish process and procedures for the Counseling Department to prevent errors and help campuses supporting with technical skills and training on how to troubleshoot errors inside of the SIS. Click [here](#) to see the plan.

Current Projects

CIP Phase II

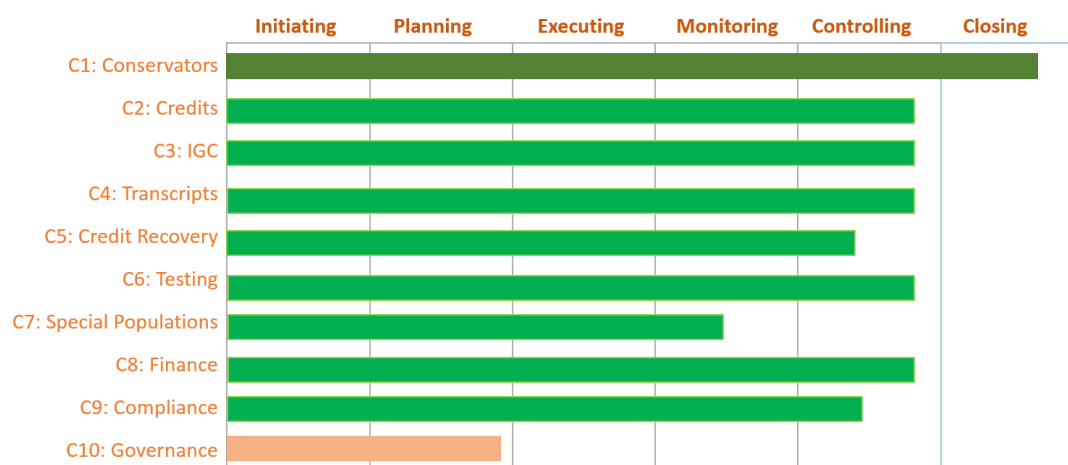
On January 31st 2022, our Senior Compliance Officer provided a status update of the Continuous Improve Plan (CIP) and discovery of next steps. A detail of the CIP can be found clicking [here](#).

District Continuous Improvement Plan Update		
Condition Number	Condition Name	CIP Action Steps Status
2a	Award of Credit - Eva Key	Not updated - Needs Immediate Revision
2b	High School Personal Graduations Plans- Fernando Marino	On Track
2c	Curriculum Audit Recommendations - Stacy Venson	Not updated - Needs Immediate Revision
3a	Individual Graduation Committees (IGCs)- Stacy Venson	Not updated - Needs Immediate Revision
3b	Tiered Intervention - Stacy Venson	Not updated - Needs Immediate Revision
4	Accuracy of Transcripts - Fernando Marino	On Track
5a	Limitation of Implementation - Gina Phillips	Not updated - Needs Immediate Revision
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	Not updated - Needs Immediate Revision
7c	Special Education Graduation and Drop-Out Rate - Stacy Venson	Not updated - Needs Immediate Revision

7d	ESL Compliance - Jennifer Phillips	Some Progress
8	Finance - Marian Hamlett	On Track
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 February 1st, 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

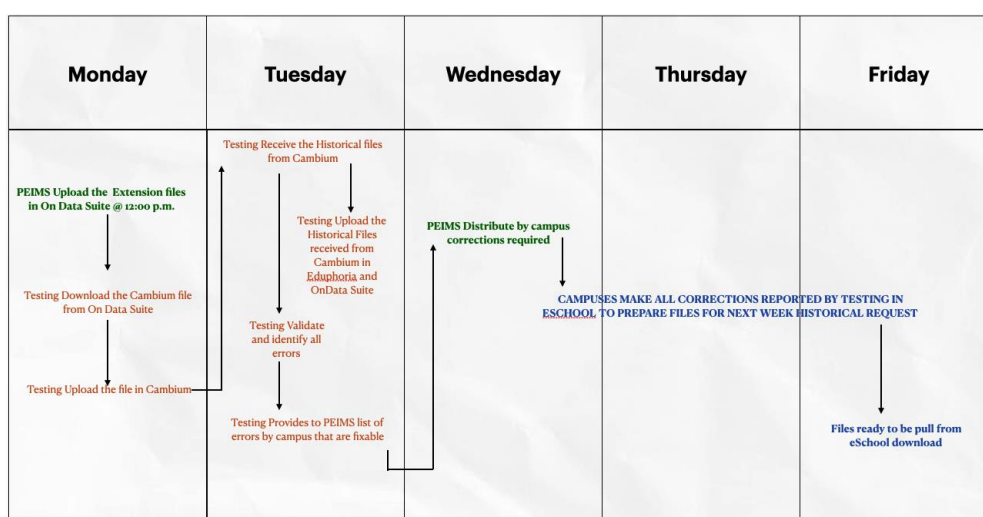
Aeries Software

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 January 2022 are below:

- ✓ Master Schedule File was completed on January 20, 2021
- ✓ Aeries Academy training for Corporate, Principals, Assistant Principals, Counselors, Registrars and Data Clerks will be available after February 15, 2022.
- ✓ Special Population Coding will be mapped during the month of February.
- ✓ The Compliance Unit started reviewing some students in the application.
- ✓ PEIMS is considering the Integration between Tableau and Aeries. Cognos capability is not cost efficient connecting with Aeries.

Accountability Testing

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
- Safety
- HB 4545

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

Registrar Centralization

The Compliance Unit in conjunction with PEIMS, Registrars and Administrators is analyzing the proposed solution of Centralizing the Registrars under PEIMS/Compliance. Find copy of the plan clicking [here](#).

Compliance Monitoring

Award of Credits

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	Term I: 23 Term II: 16

- **Instructional Services class placement:**

Per Conservators directives the Instructional Services program was discontinued effective starting Term III.

- **Online Services class placement:**

As of February 2, 2022, a total of 2,514 Students are actively enrolled in Online Services. A total of 808 Courses have been completed 100% (0.5 Credits). Full report can be found clicking [here](#).

Category	Data Analysis from 08-2021 to 01-2022
Total of Active Enrollments (OS)- Courses	3,114
Total Students Served Currently	2,514
Total Completed Courses	818
Total Courses Completed and Passed	808
Total Courses Completed and Failed	10

- **Credit by Exam reports:**

No requests for Credit by Exam have been received during the Month of January 2022. Credit by exam policies can now be found on www.texanscan.org under Students and Parents.

Academic Achievement Records (AAR)

At the end of February 2022, the Compliance Unit ran the following reports to ensure that credits are awarding correctly:

- **CPR, PPI and Speech reports:**

Data Clerks are working proactively sending the campus requesting on which seniors CPR, PPI and Speech needs to be entered. Data Clerks have identified the seniors that may qualify for any of the CPR, PPI and Speech and information is blank in SIS:

Certification/ Label	Students (Seniors)
Speech	771
CPR	472
PPR	1,012

- **Endorsements:**

295 Students are missing Endorsements currently. Data Clerks are working with the campuses to complete the endorsements in the system.

- **EOC Scores:**

No labels are currently missing for the EOC Scores on transcripts. Data Clerks are expecting the file from Testing Department to start entering December scores.

- **Duplicate credits previous school years labels:**

1,696 labels need to be reviewed to ensure that are appropriate coded in the system.

Personal Graduation Plan (PGP)

The Personal Graduation Plan completion data is illustrated below:

Campus	Average # days from Enrollment to Semester	Average # days from Enrollment to Signed Upstart	# Signed PGP Complete YES	# Signed PGP Complete NO
001-Dallas Can-North	78	80	89	5
002-Dallas Can Charter-Oak Cliff	50	44	1	10
003-Dallas Can Al Carrollton-Farmers Branch	60		0	10
004-Dallas Can Al Pleasant Grove	24		0	15
005-Dallas Can-Grant East	54	51	4	13
006-Austin Can	106	120	3	2
007-Fort Worth Can-Westcreek	63		0	32
008-Fort Worth Can Lancaster Ave	65	93	108	215
009-Houston Can-North	62	64	86	0
010-Houston Can-Hobby	72	6	10	40
011-San Antonio Can	62	74	2	7
012-Houston Can Southwest			0	0
013-Dallas Can Academy-Garland	73	95	2	1

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:

Student Demographics (2021 - 2022 Preliminary Fall PEIMS file loaded 01/12/2022)		Count	Percent
Gender			
Female		2,410	47.85%
Male		2,627	52.15%
Ethnicity			
Hispanic-Latino		3,331	66.13%
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	2.01%
Two-or-More		92	1.83%

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Asian		12	0.24%
Black - African American		1,490	29.58%
Native Hawaiian - Pacific Islander		2	0.04%
White		101	2.01%
Two-or-More		92	1.83%

Student by Program (2021 - 2022 Preliminary Fall PEIMS file loaded 01/12/2022)		Count	Percent
Emergent Bilingual (EB)		1,580	31.37%
Bilingual		0	0.00%
English as a Second Language (ESL)		1,409	27.97%
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		5,037	100.00%
Dyslexia		136	2.70%
Economic Disadvantage			
Economic Disadvantage Total		4,641	92.14%
Free Meals		4,630	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%

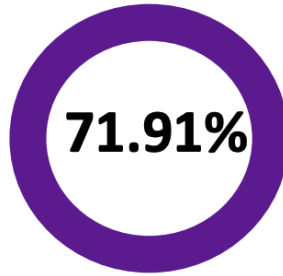
Other Student Information (2021 - 2022 Preliminary Fall PEIMS file loaded 01/12/2022)

	Count	Percent
At-Risk	4,763	94.56%
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%

Enrollment
02/02/2022



ATTENDANCE
08-16 to 2-02

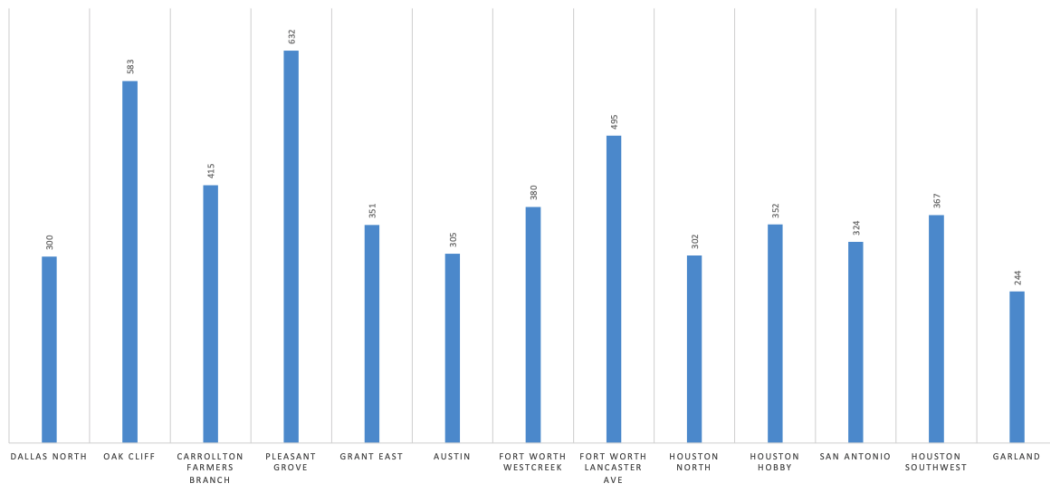


ADA
08-16 to 2-02

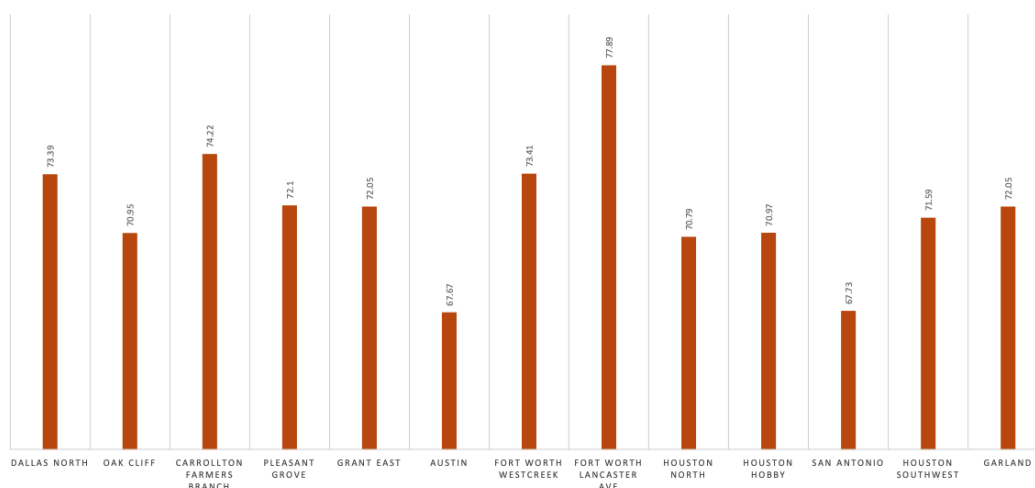


By February 2nd, 2022

ENROLLMENT



ATTENDANCE



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	63.68%	3043
1/10 - 1/14	82.22%	3834
1/18 - 1/21	79.93%	3812

Week	Attendance	ADA
1/24 - 1/28	70.5%	3457
1/31 - 2/04		

OTHER TASKS

ASSIGNED BY CONSERVATORS

Graduation Report

The Compliance Unit is prepared to receive 2021-22 Graduates.

Status	Number of Students
2021-22 Graduated	7 Student
2021-22 Pending Graduation	0 Student

Enrollment Metrics

The Compliance Unit completed a report until January 28, 2022. Click to [here](#) to see the report.

Transition Plan Conservator Hayes

Texas Can Academies receive a confirmation from TEA on Monday January 31, 2022 that Dr. Fred Hayes will no longer serve as a conservator. The compliance unit is currently working with Dr. Susan Tims in the transition of this process.

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 Gradebook

After several grade correction forms were submitted by the Oak Cliff campus, the Compliance Unit determined that some students' grades were missing in the report card for TERM II. After an initial review, the Compliance Unit found some issues that

required conducting a special investigation in the campus. Click [here](#) to see the investigation report.

As a result of the findings on the investigation above, the Compliance Unit has completed a Gradebook review for the remaining campuses and discovered the following:

- The issue is isolated to the specific teacher at Oak Cliff campus (teacher resigned prior to discovering the issue)
- All the teachers have grades in their grade books for Term II. Not any other students in the district were impacted or missing grades in the report cards for Term II.
- The compliance unit will conduct a training on February 8, 2022, with all school administrators to ensure teachers take grades following the district expectations.

Special Investigation Session Changes

After several session change forms were submitted by the Carrolton Farmers Branch campus, the Compliance Unit determined that the number of session changes was excessive. After an initial review, the Compliance Unit found some issues that required conducting a special investigation for all campuses Click [here](#) to see the investigation report.

Fernando Marino
Compliance Unit Director
