



325 W 12 Street  
Dallas, Texas



Tel: 214-235-3608



Compliance@texanscan.org

# COMPLIANCE UNIT BOARD REPORT

COMMITMENT – AWARENESS – OBJECTIVITY



---

Fernando Marino

For the month of June 2022

---



# TABLE OF CONTENTS

## Accomplishments

1

- CAP Grades Oak Cliff
  - CAP PEIMS Department
  - CIP Next Stage
  - PEIMS Submissions
- 

## Compliance Monitoring

3

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

## Current Projects

2

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

## Other Tasks

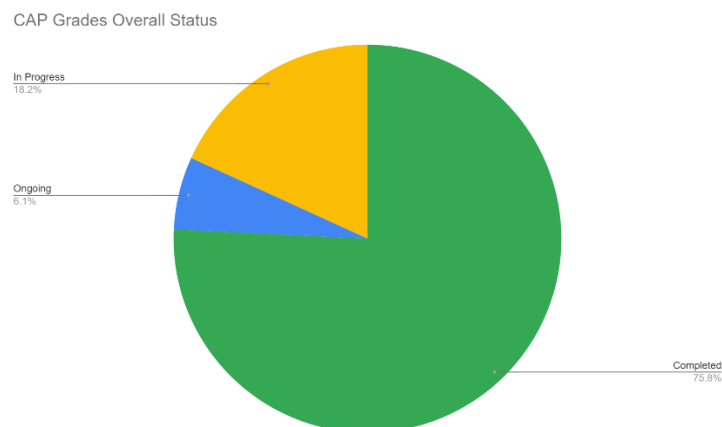
4

- Graduation Report
- Enrollment Metrics
- Graduates Transcripts
- IGC Projects
- Students Placed in Appropriate Classes

# Accomplishments

## Corrective Action Plan (CAP) Oak Cliff Grades

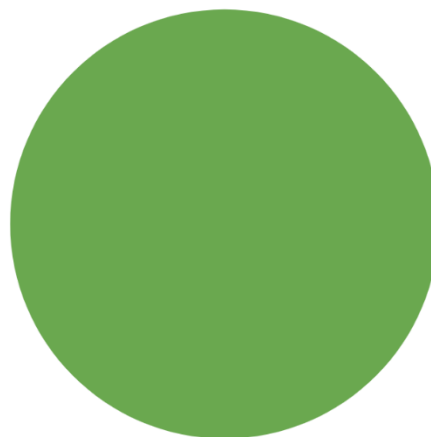
The Compliance Unit created the CAP for grading issue at Oak Cliff Campus. The CAP was presented to conservator Susan Tims who approved the document and timelines embedded in the CAP. Status of the CAP can be found clicking [here](#). All stakeholders involved in the CAP signed and accepted the terms and conditions on March 10, 2022. Signed copy of the document is available [here](#). An overall status of the CAP is illustrated below:



## Corrective Action Plan (CAP) for Student Information System (SIS) and Student Management System (SMS)

The Compliance Unit created the CAP for the PEIMS audit conducted by Region 10. The CAP was presented to conservator Susan Tims who approved the document and timelines embedded in the CAP. Status of the CAP can be found clicking [here](#). An overall status of the CAP is illustrated below: PEIMS Department completed all the requirements for this CAP.

CAP - PEIMS - SMS





## 360 and CIP Correlation

The Compliance unit completed the 1<sup>st</sup> year monitoring the CIP. A summary of the first year CIP can be found clicking [here](#). The compliance unit is working with the Conservator calibrating the CIP process for 2022-23 School Year.

## 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. *The green check mark represents conditions that have become sustainable.*

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

## 360 Updates

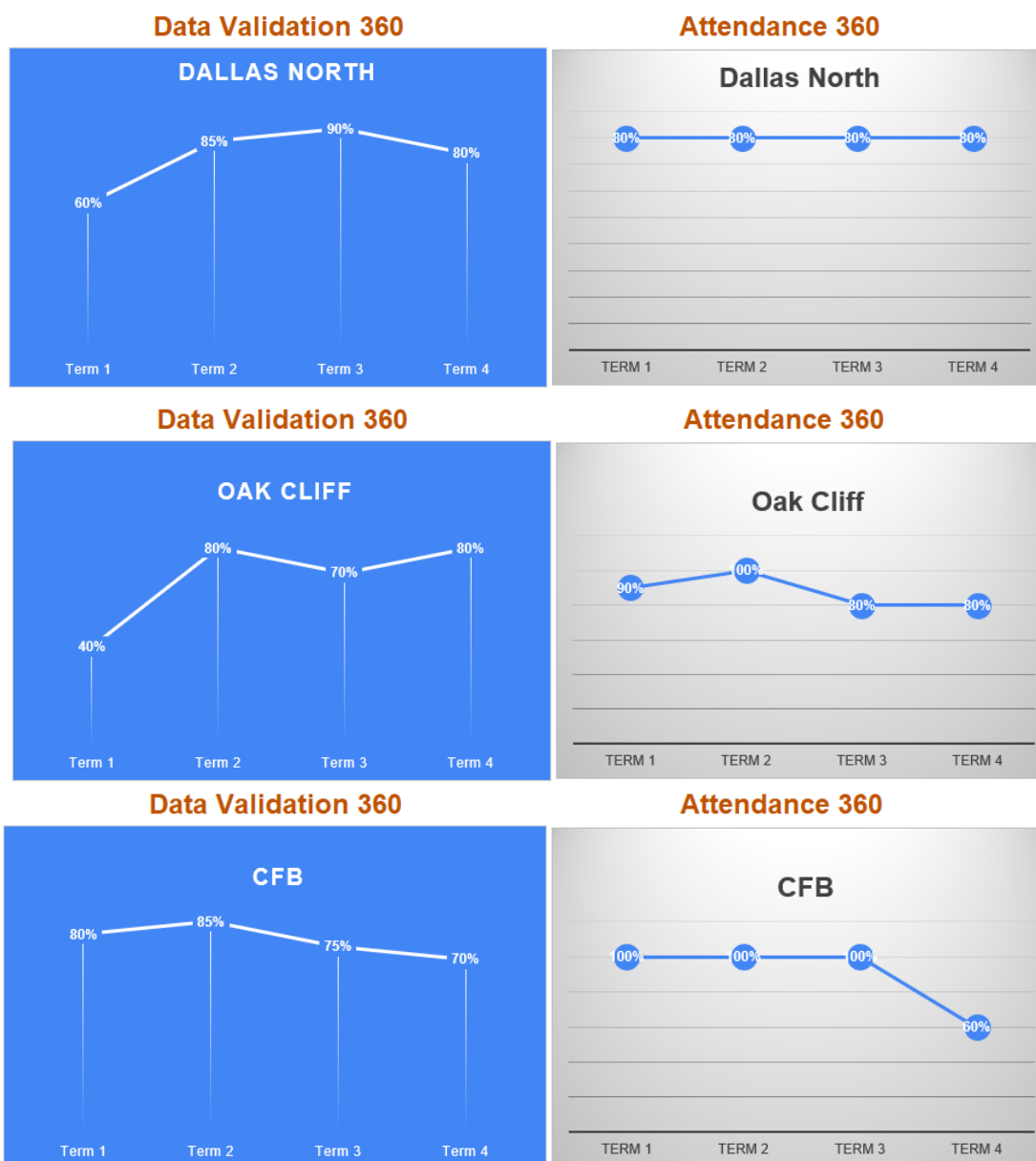
**Campus 360 Data Validation:** Report for July 2022 is illustrated below:

Campus	Result	Status
Dallas North	80%	Off Track
Oakcliff	80%	Off Track
CFB	70 %	Off Track
Pleasant Grove	75%	Off Track
Grant East	90%	In Progress
Austin	75%	Off Track
Westcreek	85%	Off Track
Lancaster	75%	Off Track
Houston North	75%	Off Track
Hobby	85%	Off Track
San Antonio	75%	Off Track
Houston SW	65%	Off Track
Garland	85%	Off Track

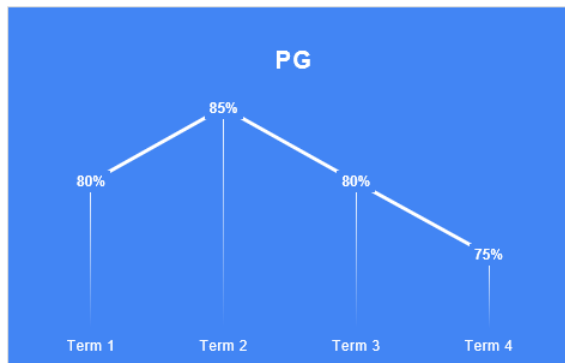
**Campus 360 Attendance:** Report for July 2022 is illustrated below:

Campus	Result	Status
Dallas North	80%	Off Track
Oakcliff	80%	Off Track
CFB	60%	Off Track
Pleasant Grove	60%	Off Track
Grant East	80%	Off Track
Austin	80%	Off Track
Westcreek	80%	Off Track
Lancaster	80%	Off Track
Houston North	80%	Off Track
Hobby	60%	Off Track
San Antonio	80%	Off Track
Houston SW	80%	Off Track
Garland	60%	Off Track

A year view for each campus data validation and attendance 360s is illustrated below:



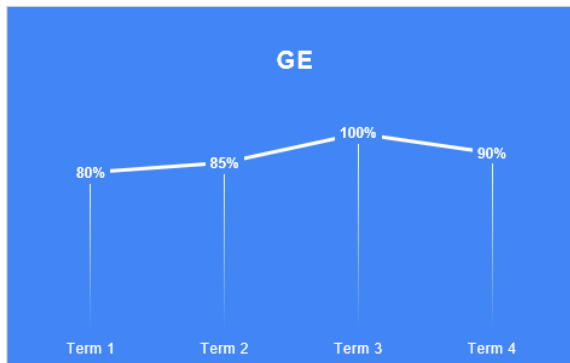
**Data Validation 360**



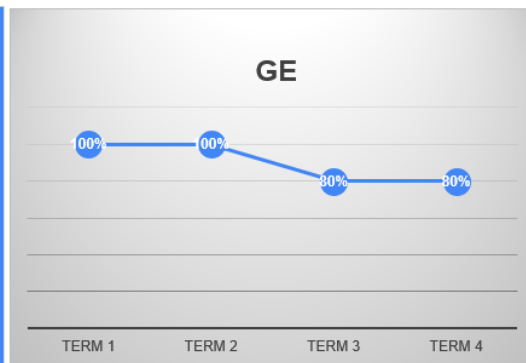
**Attendance 360**



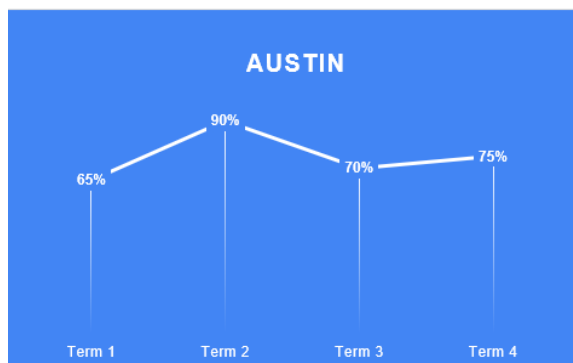
**Data Validation 360**



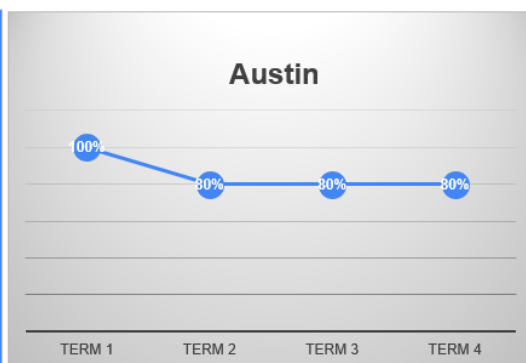
**Attendance 360**



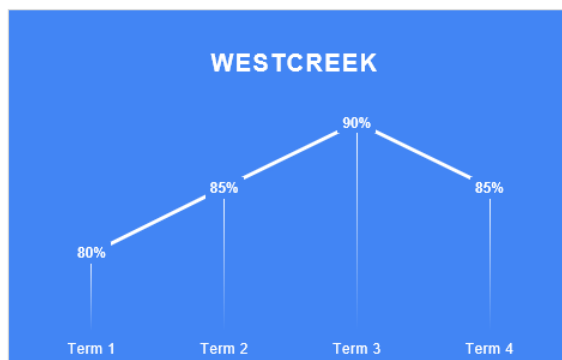
**Data Validation 360**



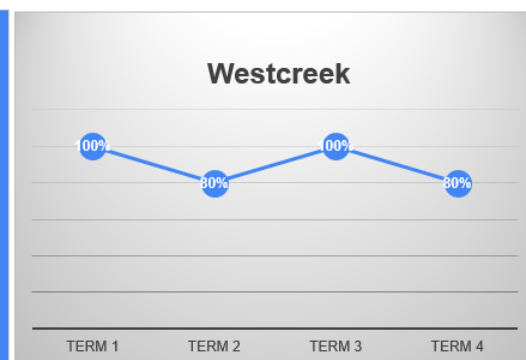
**Attendance 360**



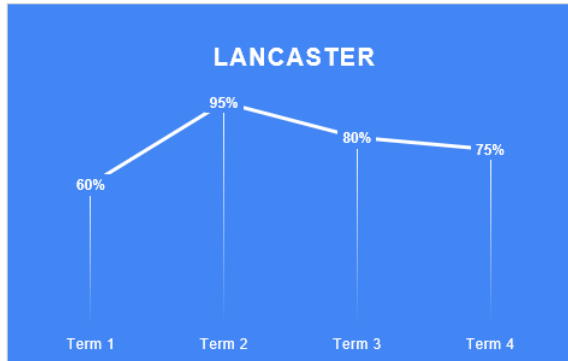
**Data Validation 360**



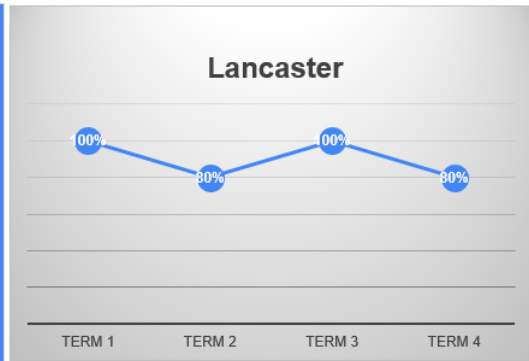
**Attendance 360**



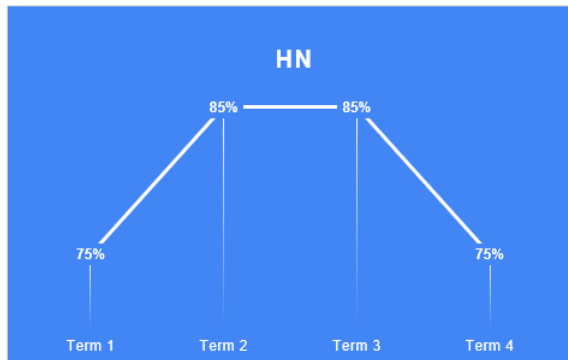
**Data Validation 360**



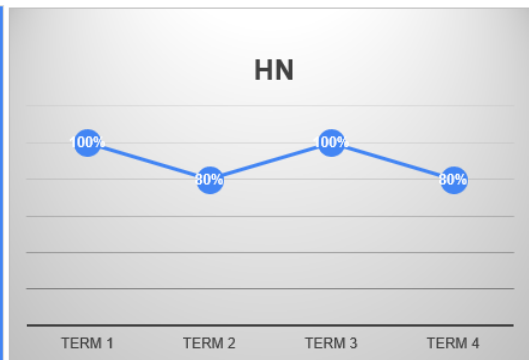
**Attendance 360**



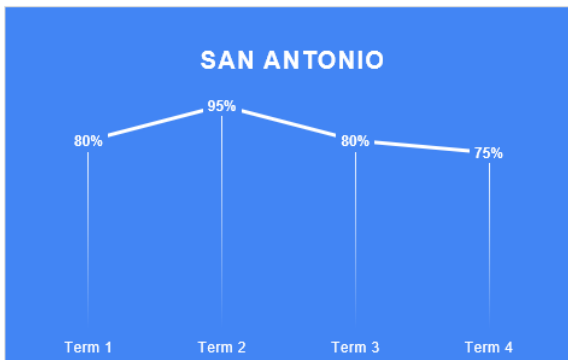
**Data Validation 360**



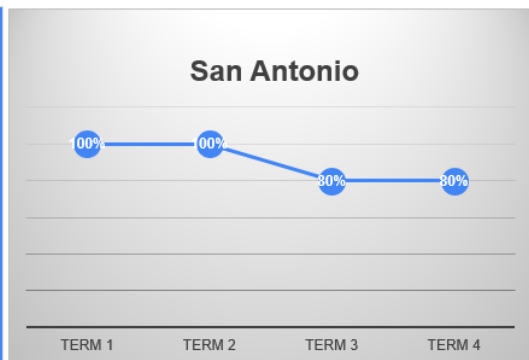
**Attendance 360**



**Data Validation 360**



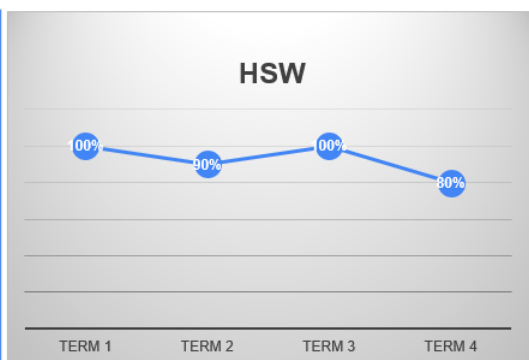
**Attendance 360**



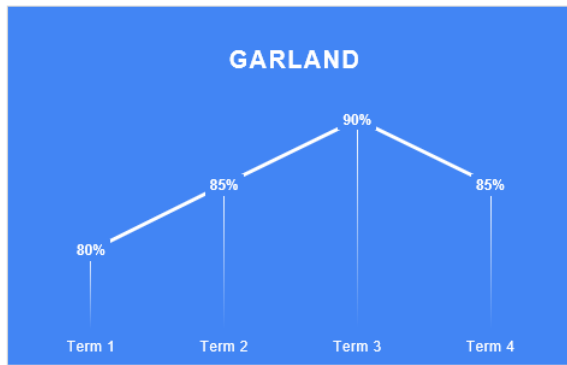
**Data Validation 360**



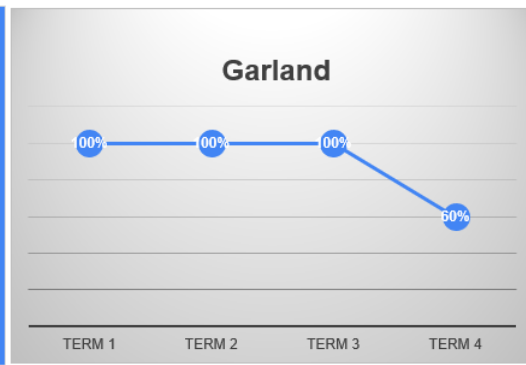
**Attendance 360**



### Data Validation 360



### Attendance 360



**District 360s:** Report for July 2022 is illustrated below:

Area	Result	Status
Accountability	80%	Off Track
Curriculum	50%	Off Track
ESL	80%	On Track
Testing	100%	On Track
SPED	See Details Below	N/A
Safety & Security	70%	Off Track

360s Evaluations for Special Education Department will start on August 2022. The Special education department conducted an internal audit during Term 3. Copy of the audit can be found [here](#).

## Data Clerk Centralization – Data Entry

Processes, Procedures and task assignment are completed. The Data Entry team now produce reports for Conservators and Superintendent to fulfill conditions 2, 3, 4 and 5 from renewal letter.

## PEIMS Submission

PEIMS department compiled a zero fatal the Summer resubmission was completed on July 5<sup>th</sup> 2022.



# Current Projects

## CIP Phase II

On June 30, 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](#).

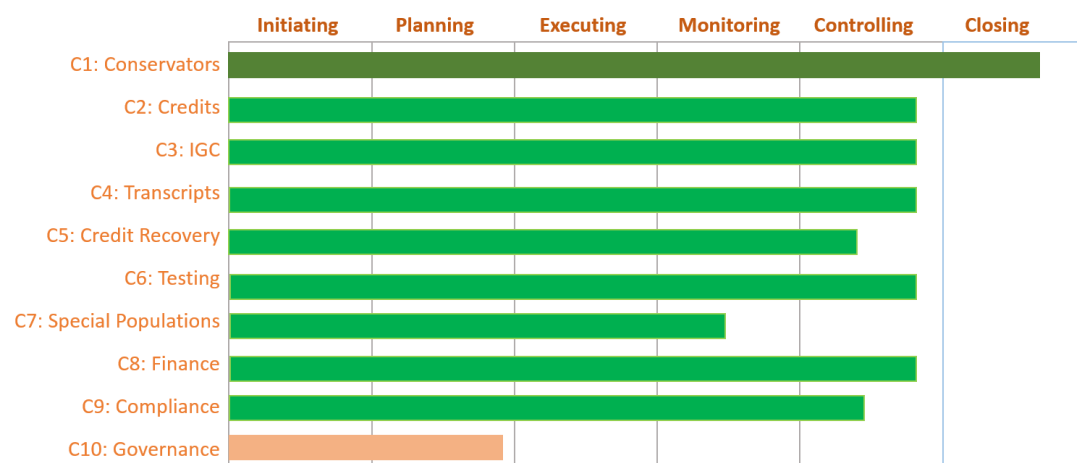
### District Continuous Improvement Plan Update

Condition Number	Condition Name	CIP Action Steps Status
2a	Award of Credit - Compliance	In Progress
2b	High School Personal Graduations Plans- Counseling	In Progress
2c	Curriculum Audit Recommendations - <b>Stacy Venson</b>	Off Track
3a	Individual Graduation Committees (IGCs)- <b>Stacy Venson</b>	In Progress
3b	Tiered Intervention - <b>Stacy Venson</b>	On Track
4	Accuracy of Transcripts - <b>Fernando Marino</b>	On Track
5a	Limitation of Implementation - <b>Gina Phillips</b>	On Track
5b	Local Policy Development - <b>Gina Phillips</b>	In Progress
5c	Staff Attestation Credit - <b>Gina Phillips</b>	In Progress
6	Testing - <b>Cynthia Miles</b>	On Track
7a	Certifications - <b>Mia Story</b>	In Progress
7b	Special Education Compliance - <b>Stacy Venson</b>	In Progress
7c	Special Education Graduation and Drop-Out Rate - <b>Stacy Venson</b>	In Progress
7d	ESL Compliance - <b>Jennifer Phillips</b>	In Progress

<b>8</b>	Finance - <b><i>Marian Hamlett</i></b>	On Track
<b>9a</b>	Compliance with TEC 33.007 - <b><i>Mia Story</i></b>	In Progress
<b>9b</b>	Human Resources - <b><i>Mia Stroy</i></b>	In Progress
<b>9c</b>	Accountability - <b><i>Joseph Mena</i></b>	In Progress
<b>9c</b>	Educator/Superintendent Evaluation - <b><i>Cynthia Miles</i></b>	In Progress
<b>9d</b>	Compliance Monitoring - <b><i>Fernando Marino</i></b>	On Track
<b>10a</b>	Board Training - <b><i>James Ponce</i></b>	In Progress
<b>10b</b>	Human Resources Audit - <b><i>Mia Story</i></b>	In Progress
<b>10c</b>	Change Management Training - <b><i>James Ponce</i></b>	On Track
<b>10d</b>	High-Quality Engagement - <b><i>James Ponce</i></b>	In Progress

The above report shows the status of the CIP as of May 30<sup>th</sup>, 2022.

Overall, the CIP stage is under **Monitoring / Controlling**.



## Tracking Professional Development

During the month of April 2022, HR Department released the Annual Compliance Training. 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 1<sup>st</sup>, 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 March 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 on May 9, 10, and 24 2022.
- ✓ 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 in connecting with Aeries.
- ✓ All Special Populations Codes are mapped.
- ✓ Master Schedule will be created in eSchool and transferred to Aeries during the integration.
- ✓ Historical Data start to be transferred.
- ✓ Third-party export data will start on May 4, 2022.
- ✓ Endorsements, Test Scores, Discipline records, and Immunization data were completed in the month of May 2022.
- ✓ ***The new SIS Aeries will go live on July 21, 2022.***

## 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.

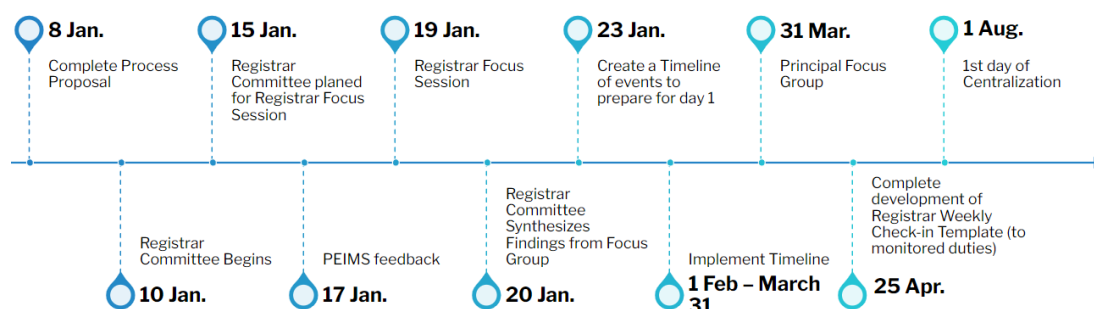
Compliance updates the material on DocCentral periodically at the request of district leaders.

## Registrar Centralization - Calibration

The Compliance Unit in conjunction with PEIMS, Registrars and Administrators completed the proposal for centralizing and calibrating the processes and procedures for this important operational position. Upon approval by Superintendent the plan will be implemented and executed on August 1<sup>st</sup>, 2022. Find copy of the plan clicking [here](#).

Timelines for this project is illustrated below:

### PROJECT PLANNING TIMELINE



# Compliance Monitoring

## Award of Credits

The Compliance Unit ran the following reports to ensure that credits are awarded 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 Term III: 8

- **Online Services class placement:**

As of June 2<sup>nd</sup>, 2022, a total of 3,236 Students are actively enrolled in Online Services. A total of 3,236 courses have been completed 100% (0.5 Credits). Full report can be found by clicking [here](#).

Category	Data Analysis 08-2021 to 06-02-2022
<b>Total of Active Enrollments (OS)</b>	<b>4,451</b>
<b>Total Students Served Currently</b>	<b>3,984</b>
<b>Total Completed Courses</b>	<b>3,236</b>
<b>Total Courses Completed and Passed</b>	<b>3,225</b>
<b>Total Courses Completed and Fail</b>	<b>17</b>

- **Credit by Exam (CBE) reports:**

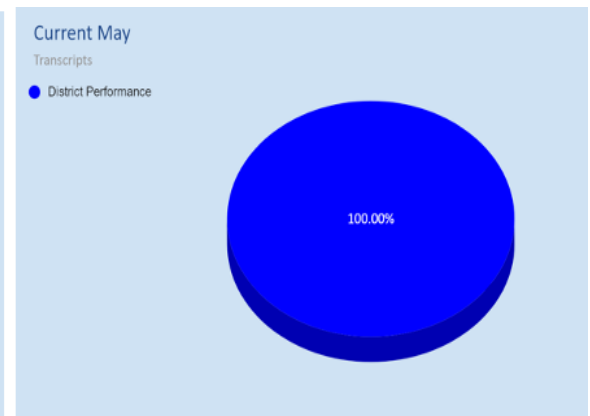
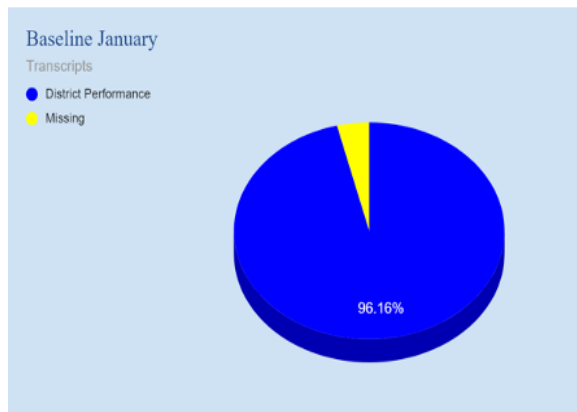
From the Grading Issue at Oak Cliff campus the testing department received 9 Credit by Exam Requests. The details of the timelines are described below:

1. Forms collected Monday, March 7th
2. Tests paid/ordered Monday, March 7th
3. Training for Oak Cliff Admin: Friday, March 11th
4. Emailed Texas Tech University CBE Contact Friday, March 11th
5. Tests will arrive one week prior to the test date: March 23, 2022
6. Test Date: March 31<sup>st</sup> (All test completed)
7. Round 2 Order deadline: March 25<sup>th</sup>, 2022 (NO submissions received)
8. Tests are graded within 2 days of receipt of exams to Texas Tech University
9. All test results were received and communicated to the students
10. Only one student is still pending for Credit By Exam Test.

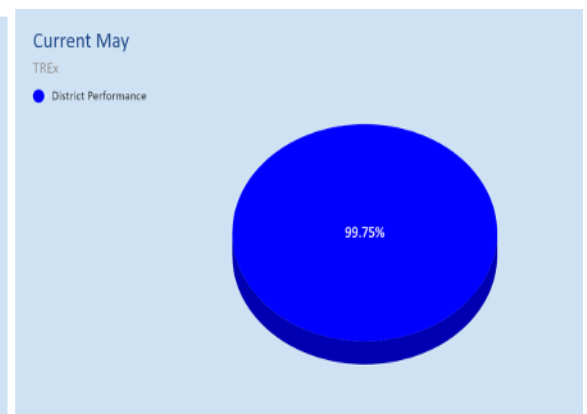
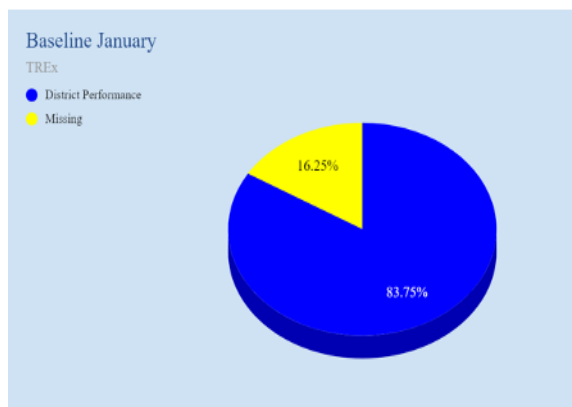
## Academic Achievement Records (AAR)

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

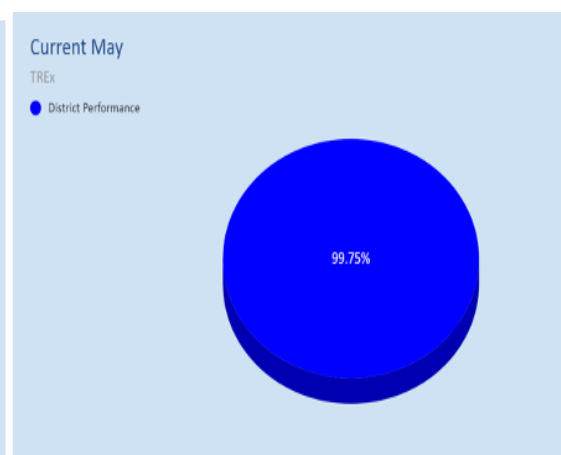
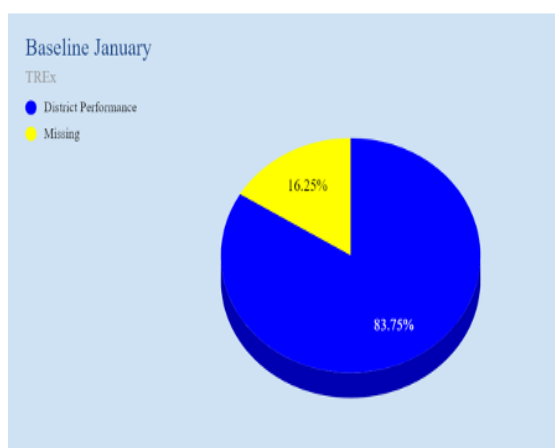
- **Incoming Transcripts Status:**



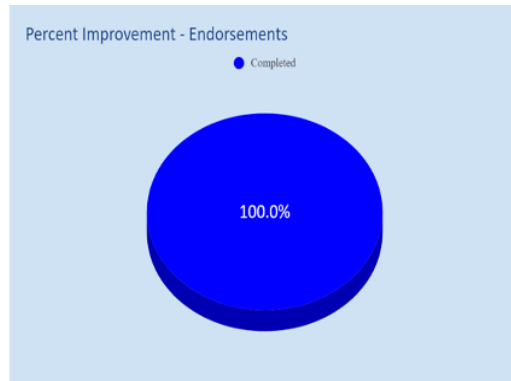
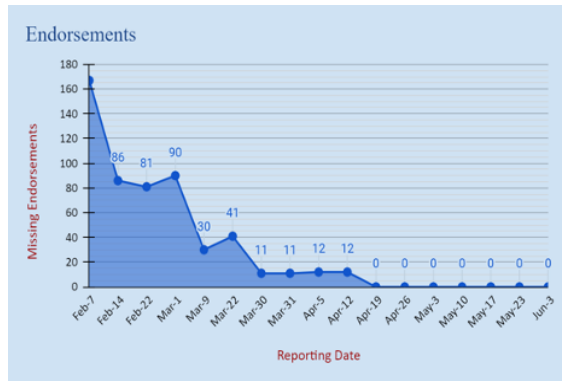
- **TREx Completions**



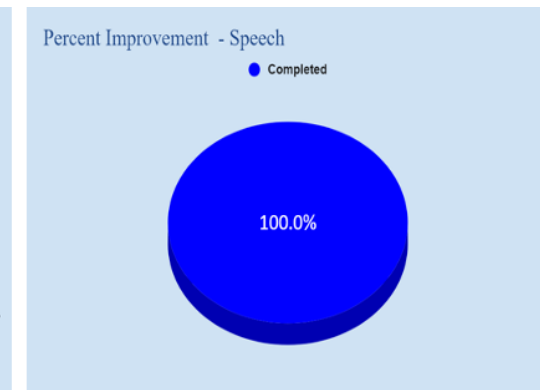
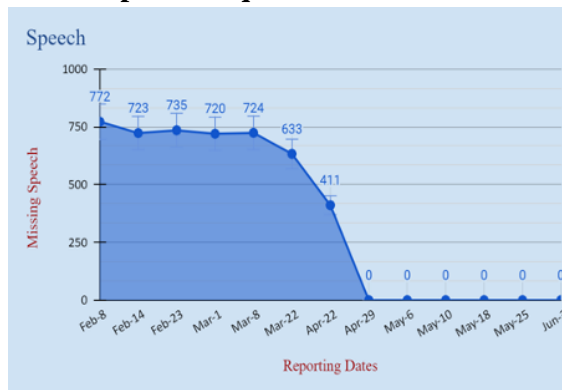
- **At Risk**



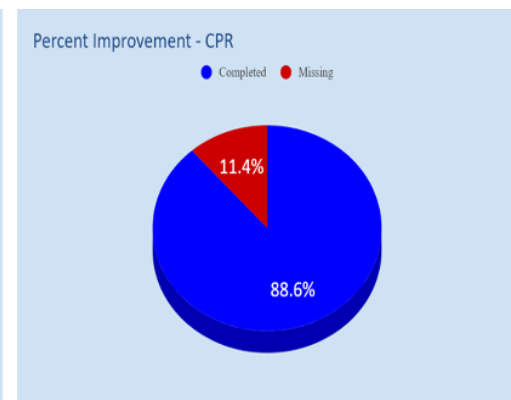
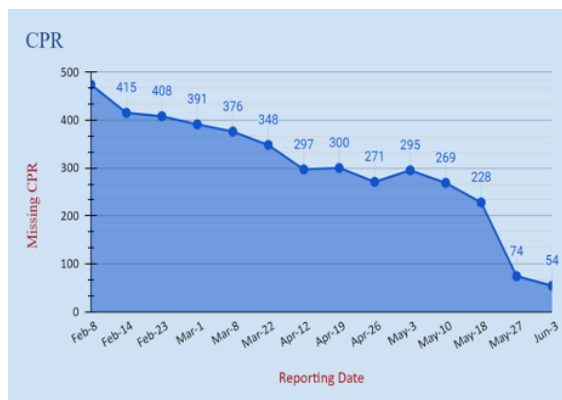
- **Endorsements**



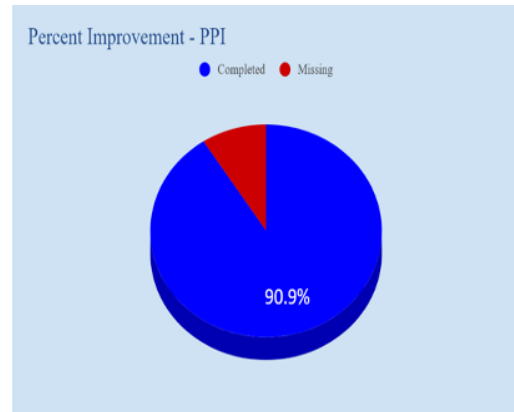
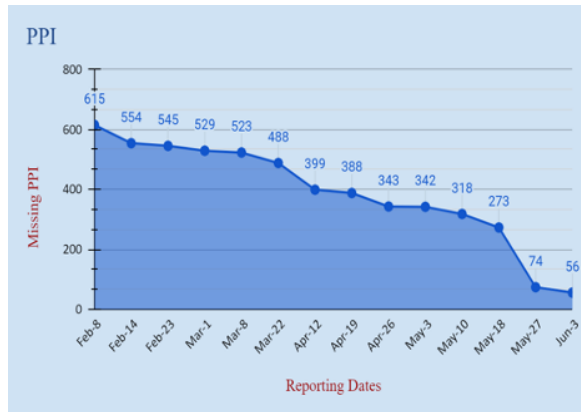
- **Speech Requirement**



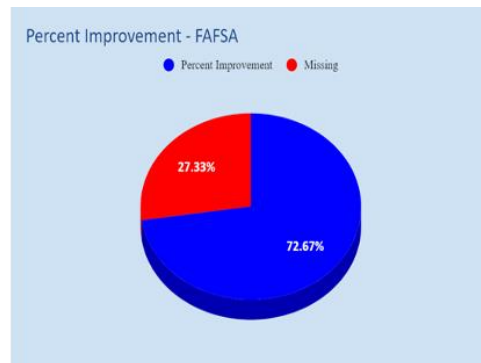
- **CPR – Certifications**



- **Police Proper Interaction**



## FAFSA





## Personal Graduation Plan (PGP)

The Personal Graduation Plan completion data is illustrated below:

The PGP Goal is to complete all 10<sup>th</sup> Grades Students by May 27<sup>th</sup>, 2022. The results below are showing which PGPs have been completed by May 31<sup>st</sup>, 2022.

Campus	10 <sup>th</sup> Graders	PGPs Completed	% Completion	Status
Dallas North	34	57	60%	Off Track
Oakcliff	74	102	73%	Off Track
CFB	99	111	89%	Off Track
Pleasant Grove	138	149	93%	In Progress
Grant East	69	69	100%	On Track
Austin	60	60	100%	On Track
Westcreek	69	73	95%	In Progress
Lancaster	116	116	100%	On Track
Houston North	62	62	100%	On Track
Hobby	67	67	100%	On Track
San Antonio	36	59	61%	Off Track
Houston SW	98	98	100%	On Track
Garland	45	45	100%	On Track

## 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](mailto:compliance@texanscan.org). Reports can be seeing below:

Student Demographics (2021 - 2022 Preliminary Fall PEIMS file loaded 01/12/2022)			Count	Percent
<b>Gender</b>				
Female			2,410	47.85%
Male			2,627	52.15%
<b>Ethnicity</b>				
Hispanic-Latino			3,331	66.13%
<b>Race</b>				
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%

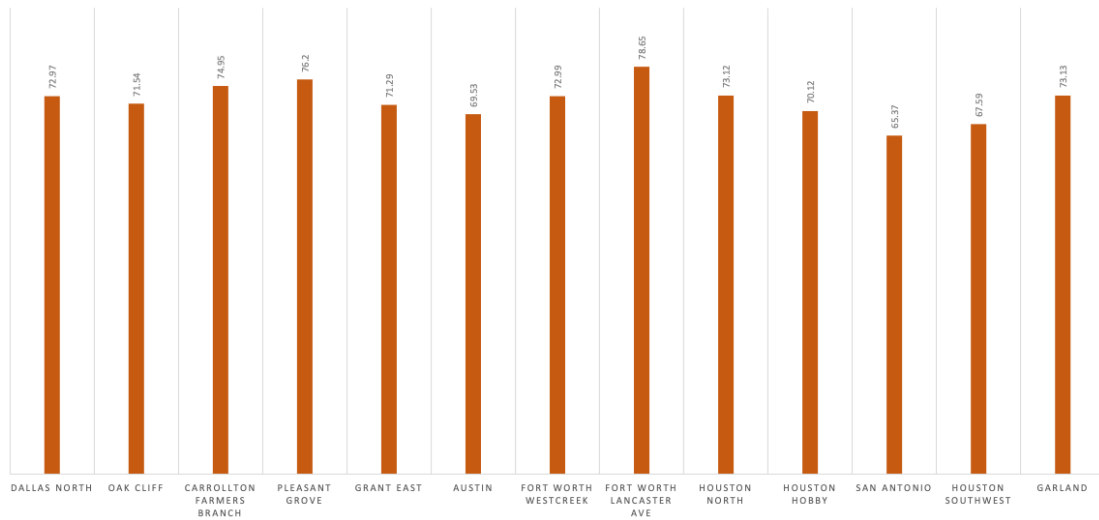
  

Student by Program (2021 - 2022 Preliminary Fall PEIMS file loaded 01/12/2022)			Count	Percent
Emergent Bilingual (EB)			1,580	31.37%
Bilingual			0	0.00%
English as a Second Language (ESL)			1,409	27.97%
Alternative Bilingual Language Program			0	0.00%
Alternative ESL Language Program			0	0.00%
Gifted and Talented			0	0.00%
Special Education (SPED)			487	9.67%
Title I Participation			5,037	100.00%
Dyslexia			136	2.70%
<b>Economic Disadvantage</b>				
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%
<b>Homeless Statuses</b>				
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%

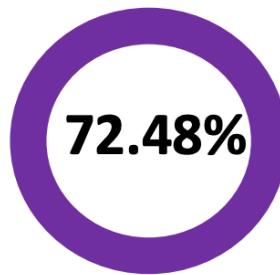
### ATTENDANCE



**Enrollment**  
05/11/2022



**ATTENDANCE**  
08-16 to 05-11



**ADA**  
08-16 to 05-11



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

Week	Attendance	ADA
1/24 - 1/28	70.5%	3457
1/31 - 2/04	75.78%	3803
02/07 - 02/11	76.87%	3887
2/14 - 02/18	78.66%	3964
2/21 - 2/25	64.77%	3234
2/28 - 03/04	76.66%	3808
3/7 - 3/11	77.48%	3547
3/14 - 3/18	SPRING	BREAK
3/21 - 3/25	72.51%	3444
3/28 - 4/1	75.48%	3554
4/4 - 4/8	74.6%	3446
4/11 - 4/15	73.67%	3457
4/18 - 4/22	73.18%	3470
4/25 - 4/29	75.67%	3597
5/2 - 5/6	77.99%	3654

# OTHER TASKS

## ASSIGNED BY CONSERVATORS

### Graduation Report – July, 2022

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

Status	Number of Students
<b>2021-22 Graduated</b>	724 Total (19 Highlands)
<b>2021-22 Potentials</b>	52
<b>Upcoming Graduates Summer</b>	
<b>Graduating with IGC</b>	74
<b>Approved IGC</b>	75 Students 98 Projects
<b>Graduation Rejections</b>	166
<b>IGC Rejections ONLY</b>	26

### Enrollment Metrics

The Compliance Unit completed from September 2021 until April 2022 monthly reports for enrollment metrics. Since enrollment for 2021-22 school year stopped on May 14, 2022 and new school year enrollment 2022-23 have started The Compliance Unit will provide Enrollment Metrics report starting on August 2022.

A summary of student registration by July 5th, 2022, for the next school year in Infosnap, is detailed below:

Campus	Registered Students	Goal	% Completion	Status
<b>Dallas North</b>	143	325	44%	Off Track
<b>Oakcliff</b>	385	450	86%	In Progress
<b>CFB</b>	285	425	67%	In Progress
<b>Pleasant Grove</b>	364	600	61%	In Progress
<b>Grant East</b>	159	325	49%	Off Track
<b>Austin</b>	143	275	52%	Off Track
<b>Westcreek</b>	203	325	62%	In Progress
<b>Lancaster</b>	328	475	69%	In Progress
<b>Houston North</b>	249	325	77%	In Progress
<b>Hobby</b>	288	325	89%	In Progress
<b>San Antonio</b>	158	300	53%	Off Track
<b>Houston SW</b>	146	425	34%	Off Track
<b>Garland</b>	124	225	55%	Off Track
<b>Total</b>	2,976	4,800	62%	In Progress

A new student scheduling offering can be watched [here](#).

## Graduates Transcripts

A total of 724 transcripts have been uploaded to the Dropbox folder shared with conservators.

## IGC Projects

The Compliance Unit has received a total of 98 IGC projects from 74 different students, all the projects have been individualized by each student. Each project received from campuses has been submitted to 3 evaluators that have conducted a detailed review. The review results are below:

Action	Number of Projects
Approved	98
Rejected for Fraud	1
Rejected for Plagiarism	1
Require Feedback	21
Documentation	26

## Students Placed in Appropriate Classes

To fulfill with this condition the following items are under detailed review by the compliance unit:

1. Data Roster inside of SMS: During the 360 this area was reviewed, and the following campuses were not in compliance: Grant East, Garland, and Hobby.
2. Duplicate Credits: The Duplicate Credit report above demonstrates the district's success in this condition. The Data Entry team is collaborating with the Counseling Unit to proactively prevent future duplicates. During Term 3 ONLY 8 duplicate credits were created. Campuses that did not meet the requirement were: Pleasant Grove, Grant East, Westcreek, Houston North, and Hobby.
3. Blanks on EOC Scores: The Data Entry team entered in a timely manner the EOC scores for Spring. All scores received from the spring administration are in the system as of May 31<sup>st</sup>, 2022.

## Special Request Conservators

Special Report Houston Southwest Graduations

Fernando Marino  
Compliance Unit Director

---