

To: Superintendents of Schools
From: Lyonel B. Tracy, Commissioner of Education
Subject: Information regarding the Adequate Yearly Progress (AYP) appeals process
On Thursday, May 8, 2008 the Department released:

- 2008 AYP Reports for Elementary, Middle and High Schools based on the October 2007 NECAP results for grades 3-8, and grade 11 and the 2006-2007 NH-Alt results. These reports will be using the same Index Model as was used in 2007. Schools and districts receive full credit (100 points) for each student score that is proficient or better (levels 3 and 4) and partial credit (20, 40, 60, and 80) for student scores that are below proficient (levels 1a, 1b, 2a, and 2b).
- 2008 AYP Reports for Districts based on the October 2007 NECAP data for grades 3-8 and grade 11, and the 2006-2007 NH-Alt results.

These reports are the basis for making the preliminary designation of schools or districts as being in need of improvement. If you identify that district(s) or school(s) in your SAU did not make AYP and you believe that this determination is in error then there is a process by which this year's determination may be appealed. The appeal process will commence on May 9, 2008. The Department will be providing a technical assistance Filing An Appeal workshop regarding the appeal process from 1:00 – 4:00 PM on May 15, 2008. This workshop will be held in the 2nd floor conference room at the Delta Dental II building on Commercial Street in Concord. An Intent to Appeal form must be sent to the Department by the end of the day on May 22, 2008 if a district or school plans to submit an appeal. As identified in the appeal process documents, a complete, signed packet of appeal materials must be submitted by the end of the business day on Friday, May 30, 2008.

Enclosed is a copy of the timeline for filing an appeal of this year's district or school AYP determination. Note that the appeal process is time sensitive. Review the process timetable to ensure that materials are filed on time.

You will find the electronic versions of all the school and district appeal process guidance documents and forms for use in submitting an appeal of this year's AYP determination plus support materials available online at the following link:

(www.ed.state.nh.us/education/AYPappeals).

Please contact Ellie Riel at eriel@ed.state.nh.us to register individuals who will attend the Filing an Appeal? Workshop on May 15th.

Contact Gary Guzouskas at gguzouskas@ed.state.nh.us or 271-5873 if you or your school administrators have questions.