**Note**
The Instructions and Guidance necessary for completing an AYP appeal are in a separate “School Appeals Instructions and Guidance” document.
SCHOOL AYP APPEALS FORMS AND WORKSHEETS

This document contains the following:

- **2012 School AYP Appeal Cover Page** (all appeals must include this form)
- **2012 School AYP Appeal Grid** (all appeals must include this form)
- **Worksheets** (include in the appeal packet as applicable):
  - Participation Rate Worksheet (Grades 3-8 Schools)
  - Participation Rate Worksheet (High Schools)
  - Performance Worksheet (Grades 3-8 Schools)
  - Performance Worksheet (High Schools)
  - Attendance Rate Worksheet (Grades 3-8 Schools)
  - 2012 AYP Elementary/Middle School reports (summary, data, index)
  - 2012 High School reports (summary, data, index)
School: __________________________________________________________

District and SAU: ________________________________________________

School Principal: ________________________________________________
Contact Person and Title (if different from Principal): __________________

Phone/Fax: ______________________________________________________

Email Address: __________________________________________________

Principal’s Signature: __________________________ Date________
(Original--in blue ink)

Superintendent of Schools Information

Name: __________________________________________________________

Phone/Fax: ______________________________________________________

E-Mail Address: __________________________________________________

Date superintendent received appeal from school: __________

Status of school’s appeal: ______ Approved ______ Denied*

* Note: do not submit denied appeals to NHDOE

Date approved appeal sent to NHDOE: __________

SUPERINTENDENT CERTIFICATION

I certify, to the best of my knowledge and ability, that all submitted documents are accurate and understand penalties will be assessed for intentionally falsifying data or information.

Superintendent’s Signature: __________________________
(Original--in blue ink)

Date: __________________________
Identify the basis for this appeal. In the charts below, place an “X” in the appropriate non-shaded box for each content area, student subgroup, and/or “other indicator” in which the school did not make AYP and is submitting an appeal. For each non-shaded box marked, enter one of the following codes in the appropriate shaded box to identify the basis for the appeal.

DE=Data Error (statistical)  SC=Special Circumstances (substantive)  BOTH = Both Reasons

<table>
<thead>
<tr>
<th>Student Participation and Student Performance Appeals</th>
<th>READING</th>
<th>MATHEMATICS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Student Participation Rate Target (95%)</td>
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</tr>
<tr>
<td></td>
<td>Student Performance Index Target (91% Grade 3-8) (89% Grade 11)</td>
<td>Student Performance Index Target (88% Grade 3-8) (72% Grade 11)</td>
</tr>
<tr>
<td>Did not make AYP for Student Participation</td>
<td>Did not make AYP for Student Performance</td>
<td>Did not make AYP for Student Participation</td>
</tr>
</tbody>
</table>

Whole School

Hispanic or Latino

American Indian/Alaskan Native

Asian/Pacific Islander

Black or African American

White (non-Hispanic)

Economically Disadvantaged

Educational Disability

Non- or Limited - English Proficient

<table>
<thead>
<tr>
<th>“Other Indicator” Appeals</th>
<th>Attendance Rate Target (90%)</th>
<th>Graduation Rate (85% Target)</th>
<th>Appeal Basis Code</th>
<th>Appeal Basis Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Did not make AYP</td>
<td>Appeal Basis Code</td>
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<td>Appeal Basis Code</td>
<td></td>
</tr>
</tbody>
</table>
Participation Rate Worksheet  
(Grades 3-8 Schools)

School: ____________________________________________

Subgroup: ______________________________ Circle Content Area: Reading or Mathematics

In order to calculate Participation Rate, please be sure to have read the guidance on page 9 of the School Appeals Instructions and Guidance document and to have contacted Tim Kurtz to get the data and assistance in recalculating.

<table>
<thead>
<tr>
<th>Year</th>
<th># of students participating</th>
<th># of students who should have been tested</th>
<th>Percent rounded to the nearest 1%</th>
</tr>
</thead>
<tbody>
<tr>
<td>2011</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2010</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2009</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Step 1: If group size for current year ≥ 40, and participation rate ≥ .95 then OK. Otherwise...

Step 2: If two-year aggregate group size ≥ 40, and two-year aggregate participation rate ≥ .95, then OK. Otherwise...

Step 3: If three-year aggregate group size ≥ 40, and three-year aggregate participation rate ≥ .95, then OK. Otherwise...

Step 4: If three-year aggregate group size < 40, then groups size is too small to calculate participation rate. Otherwise...

Step 5: Group does not meet 95% participation rate requirements.

Recalculation yields:  
YES  YES (2)  YES (3)  NO  NO (2)
In order to calculate Participation Rate, please be sure to have read the guidance on page 9 of the School Appeals Instructions and Guidance document and to have contacted Tim Kurtz to get the data and assistance in recalculating.

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<td></td>
<td></td>
</tr>
<tr>
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<td></td>
<td></td>
<td></td>
</tr>
</tbody>
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Step 1: If group size for current year ≥ 40, and participation rate ≥ .95 then OK. Otherwise…

Step 2: If two-year aggregate group size ≥ 40, and two-year aggregate participation rate ≥ .95, then OK. Otherwise…

Step 3: If three-year aggregate group size ≥ 40, and three-year aggregate participation rate ≥ .95, then OK. Otherwise…

Step 4: If three-year aggregate group size < 40, then groups size is too small to calculate participation rate. Otherwise…

Step 5: Group does not meet 95% participation rate requirements.

Recalculation yields: YES YES (2) YES (3) NO NO (2)
Performance Worksheet
(Grades 3-8 schools)

School: _______________________________________
Group: __________________________
Content Area: Reading or Mathematics

Calculate School Index Score:

- AMO for content area (see table above) B = __________
- Number of students in group (those who have been in the school for the full academic teaching year – ADM ≥ .90 -- indicated by n = 1 in column 25: tchContSch in the data file) C = __________
- Minimum index score from Confidence Interval Lookup Table D = __________

Check to see if Standard is met. Mark which one applies:
- If C < 11, then the standard is met. ______
- If A ≥ B, then the standard is met. ______
- If A ≥ D, then the standard is met. ______

If not, check safe harbor.

Safe Harbor Calculation

To Meet Safe Harbor, all 3 of the following conditions must be met:

1: 10% reduction in index points not earned, and
2: Percent of students scoring proficient or above must increase, and
3: the Other Indicator (if it exists) must be met.

Condition 1: 2011 Index
- 100 - Index E = __________
- 2012 Index (from “A” above) F = __________
- 100 - Index G = __________
- Calculate amount of Improvement: F - H H = __________
- Calculate 10% of F: (.10) x F I = __________
- J = __________

Check to see index points not earned was reduced by at least 10%.
- If I > J, then the standard is met. ______
- If I < J, then the standard is not met. ______

Condition 2: 2011 Percent Proficient or above
- K = __________
- 2012 Percent Proficient or above L = __________

Check to see if percent proficient or above increased.
- If L > K, then standard is met. ______
- If L ≤ K, then standard is not met. ______

Condition 3: 2010-2011 Attendance Rate
- M = __________

Check to see if Attendance Rate is met
- If M not available, or
- If M ≥ .90, then standard is met. ______
- Otherwise, standard is not met. ______
Performance Worksheet
(High Schools)

School: ____________________________________

Group: ____________________________
Circle Content Area: Reading or Mathematics

Calculate high school Index Score:

\[ A = \quad \]

AMO for content area (see table above)

\[ B = \quad \]

Number of students in group (those who have been in the school for the full academic teaching year – ADM > .90 -- indicated by n = 1 in column 25: tchContSch in the data file)

\[ C = \quad \]

Minimum index score from Confidence Interval Lookup Table

\[ D = \quad \]

Check to see if Standard is met. Mark which one applies:

- If C < 11, then the standard is met.
- If A > B, then the standard is met.
- If A > D, then the standard is met.

If not, check safe harbor.

Safe Harbor Calculation

To Meet Safe Harbor, all 3 of the following conditions must be met:

1: 10% reduction in index points not earned, and
2: Percent of students scoring proficient or above must increase, and
3: the Other Indicator (if it exists) must be met.

Condition 1: 2011 Index

\[ E = \quad \]

100 - Index

\[ F = \quad \]

2012 Index (from “A” above)

\[ G = \quad \]

100 - Index

\[ H = \quad \]

Calculate amount of Improvement: F - H

\[ I = \quad \]

Calculate 10% of F: (.10) x F

\[ J = \quad \]

Check to see index points not earned was reduced by at least 10%.

- If I > J, then the standard is met.
- If I < J, then the standard is not met.

Condition 2: 2011 Percent Proficient or above

\[ K = \quad \]

2012 Percent Proficient or above

\[ L = \quad \]

Check to see if percent proficient or above increased.

- If L > K, then standard is met.
- If L ≤ K, then standard is not met.

Condition 3: 2010-2011 Graduation Rate

\[ M = \quad \]

Check to see if Graduation Rate is met

- If M is not available, or
- If M ≥ 85 then standard is met.
- Otherwise, standard is not met.
Attendance Rate Worksheet
(Grades 3-8 schools)

School: ________________________________
Subgroup: ______________________________

<table>
<thead>
<tr>
<th>Grades</th>
<th>Total Number of Students in each grade</th>
<th>Number of half days in attendance for each grade</th>
<th>Number of half days of enrollment for each grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
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<td>8</td>
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<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Attendance Rate (AR) Calculation

\[
\frac{A}{B} = \frac{100}{100} = \frac{1}{1} = 1
\]

Remember to multiply by 100 to change the ratio to a percent, and then round to the nearest 0.1%.

Attendance Rate for 2010-2011: \( AR_{2010-2011} = \frac{A}{B} \) (rounded to nearest 0.1 percent)

If \( AR_{2010-2011} \geq 90\% \), then the standard is met for 2012 AYP Report.