# Attachment 1: Email Request and Response Template Sent by the California Department of Education to California State Board of Education-Authorized Districtwide Charters

## Email Request

The California Department of Education has started to prepare the 2022 Charter Academic Memo for the State Board of Education. They hope to have the document completed by April 1, 2023.

I'm reaching out with a request for information from the county offices that provide oversight to the Charter Districts.

We are requesting that each county office provide a letter of response to the following four prompts:

1. An acknowledgement that the charter district has or has not produced a Local Control and Accountability Plan
2. A Schedule of the charter district site visit(s) or proposed charter district visits
3. Summary of any technical assistance offered to the charter district by the COE
4. An acknowledgement that the COE either has no concerns/has commendations or has concerns and the expectation for remediation

Additionally, we request your assistance asking the Charter District's to provide a brief report (no more than five pages) addressing the Charter District's academic progress.

The California Department of Education created the attached documents to help the charter districts with the report. I would appreciate your review and feedback on the attached forms.

Please indicate (replying to all) if you think the templates are satisfactory or if you'd like to see changes. Our hope is that the seven reports developed by the charter district leaders provide similar information.

I would appreciate hearing from you all by close of business on Friday so if edits are needed, we can move ahead in a timely way and give the charter district's adequate time to submit reports by Thursday, March 30, 2023.

## Response Template 1

### Districtwide Charter Name – Academic Results

#### California Assessment of Student Performance and Progress (CAASPP) Test Results

The following data represents percentages of students that met or exceeded standards for English Language Arts (ELA) and mathematics (Math). This information was obtained from the CAASPP Test Results for California’s Assessments web page at <https://caaspp-elpac.ets.org/caaspp/>.

**Results for All Grades and Students**

| **Year** | **2016–17** | **2017–18** | **2018–19** | **2019–20[[1]](#footnote-1)** | **2020–21[[2]](#footnote-2)** | **2021–22** |
| --- | --- | --- | --- | --- | --- | --- |
| **School ELA** | [2016–17 School ELA Results] | [2017–18 School ELA Results] | [2018–19 School ELA Results] | No Data | [2020–21 School ELA Results] | [2021–22 School ELA Results] |
| **School Math** | [2016–17 School Math Results] | [2017–18 School Math Results] | [2018–19 School Math Results] | No Data | [2020–21 School Math Results] | [2021–22 School Math Results] |
| **State ELA** | [2016–17 State ELA Results] | [2017–18 State ELA Results] | [2018–19 State ELA Results] | No Data | [2020–21 State ELA Results] | [2021–22 State ELA Results] |
| **State Math** | [2016–17 State Math Results] | [2017–18 State Math Results] | [2018–19 State Math Results] | No Data | [2020–21 State Math Results] | [2021–22 State Math Results] |

**Results for Student Sub-Groups 2021–22**

| **Student Sub-Group** | **English Learners** | **Foster Youth** | **Homeless** | **Socioeconomically Disadvantaged** | **Students with Disabilities** |
| --- | --- | --- | --- | --- | --- |
| **School ELA** | [English Learner ELA School Results] | [Foster Youth ELA School Results] | [Homeless ELA School Results] | [Homeless ELA School Results] | [Students with Disabilities ELA School Results] |
| **School Math** | [English Learner Math School Results] | [Foster Youth Math School Results] | [Homeless Math School Results] | [Homeless Math School Results] | [Students with Disabilities Math School Results] |
| **State ELA** | [English Learner ELA State Results] | [Foster Youth ELA State Results] | [Homeless ELA State Results] | [Socioeconomically Disadvantaged ELA State Results] | [Students with Disabilities ELA State Results] |
| **State Math** | [English Learner Math State Results] | [Foster Youth Math State Results] | [Homeless Math State Results] | [Socioeconomically Disadvantaged Math State Results] | [Students with Disabilities Math State Results] |

#### 2022 California School Dashboard Data Overview

Due to the COVID-19 pandemic, state law allows the 2022 California School Dashboard (Dashboard) to only display the most current year of data (also known as Status). For this year only, performance levels will be reported using one of five Status levels (ranging from Very High, High, Medium, Low, and Very Low) for state measures. Please note that the Status levels associated with the Chronic Absenteeism and Suspension Rate Indicators are reversed (ranging from Very Low, Low, Medium, High, and Very High). Additional information regarding 2022 Dashboard data is available on the Dashboard Communication Toolkit web page at <https://www.cde.ca.gov/ta/ac/cm/dashboardtoolkit.asp>. The following information was obtained from the Dashboard website at <https://www.caschooldashboard.org/>.

**Performance (Status) Levels**

| **Dashboard Indicator** | **School Performance (Status) Level** | **State Performance (Status) Level** |
| --- | --- | --- |
| **Chronic Absenteeism** | [Chronic Absenteeism School Performance Level] | [Chronic Absenteeism State Performance Level] |
| **Suspension Rate** | [Suspension Rate School Performance Level] | [Suspension Rate State Performance Level] |
| **English Learner Progress** | [English Learner Progress School Performance Level] | [English Learner Progress State Performance Level] |
| **Graduation Rate** | [Graduation Rate School Performance Level] | [Graduation Rate State Performance Level] |
| **College/Career** | [College/Career School Performance Level] | [College/Career State Performance Level] |
| **ELA** | [ELA School Performance Level] | [ELA State Performance Level] |
| **Math** | [Math School Performance Level] | [Math State Performance Level] |

## Response Template 2

### Districtwide Charter Name – Academic Memorandum Response

#### General Information

**School Address:**

**Website Address:**

**County-District-School (CDS) Code:**

**Charter Number:**

**Charter Term:**

**School Description:**

**Grade Levels Served:**

**2021–22 Enrollment:**

**Site Based or Non-Site Based:**

#### Areas of Greatest Progress and Need

Based on the charter school’s internal spring and fall 2022 assessments, and the 2022 California School Dashboard (Dashboard), identify the school’s areas of greatest progress and greatest need.

**1. What internal assessments (not California Assessment of Student Performance and Progress [CAASPP]) are being used to demonstrate the school’s areas of greatest progress? Are any of these assessments on the approved verified data list? If so, which ones?**

Information regarding the verified data list is available on the California Department of Education, Verified Data Criteria and Adopted Indicators web page at <https://www.cde.ca.gov/sp/ch/verifdatacrit.asp>.

[Insert response here]

**2. Identify the school’s areas of greatest progress:**

[Insert response here]

**3. What data demonstrate these areas of progress? Include any related Dashboard data and internal data.**

[Insert response here]

**4. Identify the school’s areas of greatest need including references to student sub-groups:**

[Insert response here]

**5. What data demonstrate these areas of need? Include any related Dashboard data and internal data.**

[Insert response here]

**6. How is the school addressing these areas of need? Include references to student sub-groups.**

[Insert response here]

#### Summary of Performance on Measurable Pupil Outcomes

**1. Provide a summary of the performance in Element 2 (Measurable Pupil Outcomes) in the petition:**

[Insert response here]

#### 2021–22 Local Control and Accountability Plan Progress

**1. Provide a summary of progress made in meeting the school’s 2021–22 Local Control and Accountability Plan (LCAP) goals:**

[Insert response here]

**2. Provide a summary of the ongoing 2022–23 LCAP annual update process, including the school’s work to engage community members in the process:**

[Insert response here]

**3. How is the school addressing learning loss from the prior school year?**

[Insert response here]

#### 2022–23 Plan for Independent Study

**1. Inform if the school is providing independent study (IS) in the 2022–23 school year, including the percentage of average daily attendance enrolled in IS:**

[Insert response here]

1. Results are not available due to the suspension of testing as a result of the novel coronavirus (COVID-19) pandemic. [↑](#footnote-ref-1)
2. Due to factors surrounding the COVID-19 pandemic, testing participation in 2020–21 varied. Care should be used when interpreting results. [↑](#footnote-ref-2)