

Appendix O—ANALYSIS AND REPORTING DECISION RULES

**Analysis and Reporting Decision Rules
Maine Alternate Assessment (PAAP)
Spring 09-10 Administration**

This document details rules for analysis and reporting. The final student level data set used for analysis and reporting is described in the “Data Processing Specifications.” This document is considered a draft until the Maine State Department of Education (DOE) signs off. If there are rules that need to be added or modified after said sign-off, DOE sign off will be obtained for each rule. Details of these additions and modifications will be in the Addendum section.

I. General Information

A. *Tests administered:*

Subject	Grades	Test Type
Reading	02-07, 10, Third Year HS	Portfolio
Mathematics	02-07, 10, Third Year HS	Portfolio
Writing	04, 07, Third Year HS	Portfolio
Science	05, 08, Third Year HS	Portfolio

B. *Reports Produced:*

1. Individual Student Report (ISR)
2. Student PAAP Results Label
3. School Analysis report (Roster) by content area
4. Summary Report
 - School
 - SAU
 - State

C. *Files Produced:*

1. School Level Data
2. State Student Overall Data
3. State Student Entry Scores
4. State Level of Complexity Data

D. *School Type:*

SchType	Source: ICORE SubTypeID	Description
'PUB'	1	Public
'PSP'	19	Public Special Purpose
'PSE'	15	Public Special Ed
'BIG'	6	Private with 60% or more Publicly Funded (Big 11)
'PSN'	23	Private Special Purpose

School Type impact on Data Analysis and Reporting		
Level	Impact on Analysis	Impact on Reporting
Student	n/a	Report students based on testing discode and schcode.
School	Do not exclude any students based on school type using testing school code for aggregations	Generate a report for each school with at least one student enrolled using the tested school aggregate denominator. SAU data will be blank for BIG and PSN schools. Always print tested year state data.
SAU	For BIG and PSN schools, aggregate using the sending SAU. If BIG or PSN student does not have a sending SAU, do not include in aggregations.	Generate a report for each SAU with at least one student enrolled using the tested SAU aggregate denominator. Always report tested year state data.
State	Include all students.	Always report testing year state data.

E. *StuStatus:*

StuStatus	Description
1	Home Schooled
2	Privately Funded
3	Exchange Student
4	Excluded State
0	Publicly Funded

StuStatus impact on Data Analysis and Reporting		
Level	Impact on Analysis	Impact on Reporting
Student	n/a	School and SAU data will be blank for students with a StuStatus value of 1. Always print tested year state data. For StuStatus values of 1 School name is 'Home Schooled' and SAU name is the name of the student's reported SAU.
School	Exclude all students with a StuStatus value of 1, 2 or 3.	n/a
SAU	Exclude all students with a StuStatus value of 1, 2 or 3.	n/a
State	Exclude all students with a StuStatus value of 1, 2, 3, 4.	n/a.

F. Other Information

1. Home Schooled Students(Stustatus = '1')
 - Home schooled students only appear on Parent Letter reports.
2. Student Demographic File Linking
 - If a student is linked to the Student Demographic File then all demographic data of record are pulled from the Student Demographic File.
 - All alternately assessed students link to the Student Demographic File.
3. Non-Maine Residents (Stustatus = '4')
 - Students are included in school and SAU aggregations, but not state aggregations.
 - Students will receive an ISR and will be listed on the school analysis report.
4. Third Year HS
 - The Student Demographic File Grade is the student's grade used in reporting. Students identified as Third Year HS will be treated as Third Year HS regardless of grade. Student Demographic File grade and Third Year HS flag identifies required PAAP content areas. Any content areas submitted that are not required will be ignored in reporting. (Note: Data processing will be producing a list of discrepancies for Third Year HS and Grade 10 students)
 - Students who are not Third Year HS and Student Demographic file grade is 09, 10, 11, or 12 receive a student report, are not listed on the roster, and are excluded from aggregations. "Grade 10 non-Third Year HS" decision rules apply to these students.

II. Student Participation / Exclusions

A. Test Attempt Rules

1. Attempt PAAP: Did Participate in PAAP
 - A student attempted PAAP if at least one required content area portfolio was submitted as defined in PAAP 0910 Score of Record.pdf.
2. Did not attempt PAAP: Did Not Participate in PAAP
 - Students who did not submit any required content area portfolios are not included in PAAP reporting
3. Attempted a required content area
 - Refer to PAAP 0910 Score of Record.pdf

B. Not Tested Reasons by content area

1. NP: No Portfolio Submitted
 - The required content area portfolio was not submitted, but at least one required content area was submitted.

C. Student Participation Status by content area

1. Tested
 - Incomplete Portfolio: a required entry was submitted, but at least one required entry was not submitted
 - Complete Portfolio: all required entries were submitted
2. Not Tested
 - Student attempted the PAAP, but this content area was not submitted
 - Each not tested content area will be identified as no PAAP submitted.

D. Student Participation Summary by Content Area

Participation Status	Part. Flag	Raw Score	Ach. Level	Parent Letter Report	Parent Letter Text (Achievement Level)
Tested: Alternate Assessment	C	✓	✓	✓	
Not Tested: No PAAP Submitted	F			✓	NP

III. Calculations

A. Raw scores

Refer to PAAP 0910 Score of Record.pdf

B. *Scaling by content area*

Achievement levels are assigned using a look-up table based on the student's raw score and grade.

IV. Report Specific Rules

A. *Individual Student Report*

1. All students receive a content area specific student report for each content area if:
 - They tested the content area and
 - The content area is assessed at the student's grade level.
2. Print the student's Student Demographic File school information
3. Print the student's Student Demographic File Grade
4. If an entry was not submitted print "AGLE/Indicator was not submitted" as the AGLE/Indicator. Level of Accuracy, Assistance and Complexity will be left blank.
5. If an entry did not meet requirements OR all tasks were unscorable, print "Entry submitted did not meet PAAP requirements." for Level of Accuracy (Assistance).
6. For students identified as testing incomplete for a content area print '†' next to the Achievement level.

B. Student PAAP Results Label

1. All but home schooled students identified as attempting PAAP receive a results label.
2. For content areas that were assessed at the student's grade level, but a PAAP was not submitted, print 'No PAAP Submitted' for the achievement level and print '-' for Score.

C. School analysis report by content area and grade

1. Students are listed on their Student Demographic File school roster
2. "Third Year HS" students will be listed on the same grade level roster. For Grade in header print "Third Year High School". Reporting will add a "Grade" column after student name indicating Student Demographic file grade.
3. Students who are identified as not tested no PAAP submitted for the content area or did not submit a portfolio, are not listed on the content area roster.
4. Students identified as testing incomplete place an '*' next to the achievement level

5. For students not identified with significant cognitive disabilities (SpecialEd does not equal '1'), place a cross next to the achievement level (Reading and Mathematics only)
6. For entries that did not meet requirements, print:
 - The AGLE/Indicator, Level of Complexity, Comments code(s),
 - '-' (en-dash) for Level of Accuracy and Level of Assistance and
 - '0' for Entry Score
7. For entries where all tasks are unscorable print:
 - The AGLE/Indicator, Level of Complexity, Comments code(s),
 - 'U' for Level of Accuracy and Level of Assistance and
 - '0' for Entry Score
8. For entries not submitted: AGLE/Indicator, Level of Complexity, Level of Accuracy and Level of Assistance and Entry Score will be left blank. Comments code(s) will be printed.

D. Summary Report

1. Students who are identified as not tested no PAAP submitted for the content area or did not submit a portfolio are excluded from all calculations for the content area.
2. All "Third Year HS" students will be aggregated together. Print Grade as "Third Year High School".
3. If the total number of students is less than 10 in a category then print '-' for achievement level data.

V. Data File Rules

A. School Level Data File

1. A CSV file will contain all PAAP performance information aggregated to a school level for the 4 achievement levels.
2. The data reported in this file are the number of students tested, the number and percent of students performing at each achievement level.
3. The file will only include 'PUB', 'PSP', 'BIG' and 'PSE' schools
4. Schools that have less than 10 included students will only include data for the number of students tested.

B. State Student Overall Data

1. A CSV file will contain student demographic data and performance information.

2. Only students from ‘PUB’, ‘PSP’, and ‘PSE’ schools are included, or if they have a sending SAU.
 3. Non-Maine (StuStatus = 4) and Home school (StuStatus = 1) students are excluded
 4. There are two files per grade; one with names and one without.
- C. District Student Overall Data
1. A CSV file will contain student demographic data and performance information for each public school district.
 2. Students from ‘BIG’ and ‘PSN’ schools are included in their sending SAU’s data file, if they have a sending SAU.
 3. Home school (StuStatus = 1) students are excluded.
- D. School Student Overall Data
1. A CSV file will contain student demographic data and performance information for each school.
 2. Home school (StuStatus = 1) students are excluded.
- E. State Student Entry Scores
1. A CSV file will contain student entry level scores.
 2. Only students from ‘PUB’, ‘PSP’, and ‘PSE’ schools are included, or if they have a sending SAU.
 3. Non-Maine (StuStatus = 4) and Home school (StuStatus = 1) students are excluded.
- F. State Level of Complexity Data
1. An Excel file will contain the number of entries submitted at each level of complexity aggregated by grade and content area.
 2. Only Students who submitted a content area PAAP are included.

VI. Data File Table
(YYYY indicates year)

File	Naming Convention
School Level Data File	PAAPYYYYSchoolSummaryData.csv PAAP0910SchoolSummaryLayout.xls
State Student Overall Data	PAAPYYYYStateStudentScoredData.csv PAAPYYYYStateStudentScoredDataNoNames.csv PAAPYYYYStateStudentScoredDataLayout.xls (Worksheet: “Overall”)
District Student Overall Data	PAAPYYYYDistrictSlice_[4 digit SAU Code].CSV PAAPYYYYStudentResultsLayout.xls
School Student Overall Data	PAAPYYYYSchoolSlice_[8 digit school code].CSV PAAPYYYYStudentResultsLayout.xls

State Student Entry Scores	PAAPYYYYStateStudentEntryScoresData.csv PAAPYYYYStateStudentScoredDataLayout.xls (Worksheet: "EntryScores")
State Level of Complexity Data	PAAPYYYYLOCdist.xls

VII. Shipping Information

A. School Products(ReportFor=1)

1. Parent reports will be individually packed by school.

Report Description	Grade	Report Type	Content Code	Subject	Quantity
Parent Report – School Copy	00	01	00	Math, Reading, Science, & Writing	Variable
Student Results Labels – School copy	00	07	00	Math, Reading, Science, & Writing	Variable