



## MEMORANDUM

**TO:** State Board of Education members

**FROM:** Dale Chu, Assistant Superintendent for Innovation and Improvement

**SUBJECT:** Timeline for release of A-F letter grades

**DATE:** August 23, 2012

Preliminary A-F letter grades will be released to school corporations on September 10. At that time, an opportunity will be made available for schools and school corporations to appeal their letter grade pursuant to 511 IAC 6.2-6-12. All appeals will need to be submitted by September 21.

This timeline is a bit later than it has been in past years. As you will understand, we must do an extensive amount of work to prepare our data systems to assign letter grades using the new methodology. Because so much is at stake related to letter grades, we believe we owe it to our schools to be thorough, to check a number of times for accuracy, and to be sure the grades are right the first time. Accuracy is more important than speed.

In recognition of the later release date and the tight timeframe related to appeals and to providing final grade information to you, **we will send you a copy of the preliminary letter grades for your review** at the same time we send them to schools. We typically do not encounter significant changes between the preliminary data and the final results, but we will submit final grades for your consideration at the October 3 board meeting.

Schools and school corporations have been advised of this timeline and will be reminded of the appeals protocol. All appeals will be reviewed and processed prior to the October board meeting.

Because of the timeline surrounding potential state board intervention of the only school currently in jeopardy of state action, our staff will calculate the John Marshall Community High School grade manually. We will have further information regarding the John Marshall letter grade and, if it is an "F," the proposed intervention in advance of the August 30 meeting.

Please do not hesitate to contact me if you have any questions or concerns.