



THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, NY  
12234

Jeff Baker, Data Director  
Information and Reporting Services  
89 Washington Avenue, Room 865 EBA  
Albany, NY 12234  
Tel. (518) 474-7965 / Fax: (518) 474-4351

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Dear Colleagues:

I am writing to remind you that **September 30, 2011** is the deadline for loading data into Level 2 of the Student Information Repository System (SIRS). Data submitted to Level 2 by this deadline will be used to make accountability determinations for the 2011–12 school year and for all 2010–11 reporting purposes. School districts will receive a deadline from their local data center that **will be prior to September 30, 2011**, to allow sufficient time for data processing. The *2010–11 Statement of Certification of Verification Reports* form, which contains a list of all reports for which data must be verified, can be found at <http://www.p12.nysed.gov/irs/nystart/certification.html>.

In addition, I am writing to inform you that a *Graduation Rate Reasonability Report* will be available on the Information and Reporting Services Portal (IRSP) by the close of business today, **September 14, 2011**. This report reflects data in Level 2 of the SIRS as of September 9, 2011. For information about accessing the IRSP, see <http://www.p12.nysed.gov/irs/irs-portal/>. This report will be refreshed by the close of business for the next three Tuesdays based on changes submitted to Level 2 the prior Friday of each week. A table outlining the refresh schedule is below:

Data submitted to Level 2 by Friday:	Will be reflected in the <i>Graduation Rate Reasonability Report</i> on the close of business the following Tuesday of:
September 16, 2011	September 20, 2011
September 23, 2011	September 27, 2011
September 30, 2011 – FINAL SUBMISSION	October 4, 2011 – FINAL REFRESH

Please be sure that all pertinent administrators review the *Graduation Rate Reasonability Report*.

### **SIRS Reporting Deadline**

*Preview Accountability and Overview Reports* (preAORs), which show school and district Adequate Yearly Progress (AYP) determinations and district accountability status, will be available to authorized users on [www.nySTART.gov](http://www.nySTART.gov) every Wednesday until **October 5, 2011**. Data in the preAORs reflect those in Level 2 of the SIRS at 11:59 p.m. on the previous Friday. If you discover that data for students listed in the

reports are incorrect, please make the necessary changes in your local student management systems (SMS) and load the revised data into the SIRS. These changes will be reflected in verification reports in the Level 2 Reporting (L2RPT) environment and on nySTART the following week. To determine school accountability status using AYP outcomes in the preAORs, use the *DA Phase and Category Worksheet*, which is available at [http://www.p12.nysed.gov/accountability/APA/Differentiated\\_Accountability/DA\\_home.html](http://www.p12.nysed.gov/accountability/APA/Differentiated_Accountability/DA_home.html). The October 5 preAORs reflect AYP determinations and statuses based on frozen data in Level 2 of the repository on the reporting deadline of September 30, 2011.

### Graduation Rate Reasonability Report

The *Graduation Rate Reasonability Report* compares graduation rates for the 2007 total cohort after 4 years (as of June 2011) and the 2006 total cohort after 4 years (as of June 2010) for your district, public schools within your district, or your charter school. **Please be sure your appropriate administrator(s) review this report.** The overall percentage change between these two cohorts is provided in the report. Significant changes between the graduation rates for the 2007 cohort and the 2006 cohort may flag a reporting error, which should be further investigated. **Particular attention should be paid to percentage changes equal to or greater than 8.** For smaller districts and charter schools, an 8 percentage change may not be significant; for larger districts and schools, a smaller percentage change may be significant. Reporting errors discovered as a result of a review of this report should be corrected in the local SMS and reported to the repository prior to the September 30, 2011 reporting deadline.

Please note that the total cohort reporting rules have changed between 2010-11 and 2009-10 as follows:

	2006 total cohort as of June 2010	2007 total cohort as of June 2011
<b>Includes students who were enrolled for a minimum of:</b>	5 months	1 day
<b>Assigns cohort membership to ungraded students with disabilities based on the:</b>	school year the student turned 17	date of first entry into grade 9

The above changes in cohort definitions may also impact your comparison between the two cohorts.

If you have questions about this information, please contact the Office of Information and Reporting Services by phone (518-474-7965) or e-mail ([dataquest@mail.nysed.gov](mailto:dataquest@mail.nysed.gov)). You may also contact your RIC or Big 5 Data Coordinator

if you have questions about data contained in the SIRS. Thank you for all your work on behalf of all the students of our State.

Jeff Baker  
Data Director  
Information and Reporting Services  
New York State Education Department