



Georgia Department of Education

Richard Woods, Georgia's School Superintendent  
"Educating Georgia's Future"

**Contains Updated Guidance for Schools  
referencing SLO Data**

## **2016 CCRPI Data Collection**

**Post Data Collection**

**School Activity**

**This application works best with Internet Explorer**

**June 21, 2016**

**Application closes July 29, 2016**

- 1. Each activity can only be completed if the corresponding 2016 CCRPI pre-data collection was completed in Fall, 2015.**
- 2. If both pre-data collection activities (Innovative Practice and Personalized School Climate) were not completed, NO ACTION is required by the principal.**

### **User Guide**

#### **June 2016**

For help accessing the portal or with any functionality issues, please contact the GaDOE Information Systems Customer Support Center at 1-800-869-1011 or [dticket@doe.k12.ga.us](mailto:dticket@doe.k12.ga.us)

For help with the Data Collection Application, contact the Accountability Specialist assigned to your district at this link <http://www.doe.k12.ga.us/Curriculum-Instruction-and-Assessment/Accountability/Pages/default.aspx>

# Overview

The 2016 CCRPI Data Collection Application includes two (2) optional activities.

1. School or LEA Defined Innovative Practice – Optional activity for all schools and available only to schools that completed the Pre-Data Collection Application
2. School or LEA Personalized Climate – Optional activity for all schools and available only to schools that completed the Pre-Data Collection Application

## Accessing the 2016 CCRPI Data Collection Application

### Logging In


1. Start your web browser and go to <http://public.doe.k12.ga.us/>.
2. At the bottom of the Georgia Department of Education home page is the **MyGaDOE Login**.

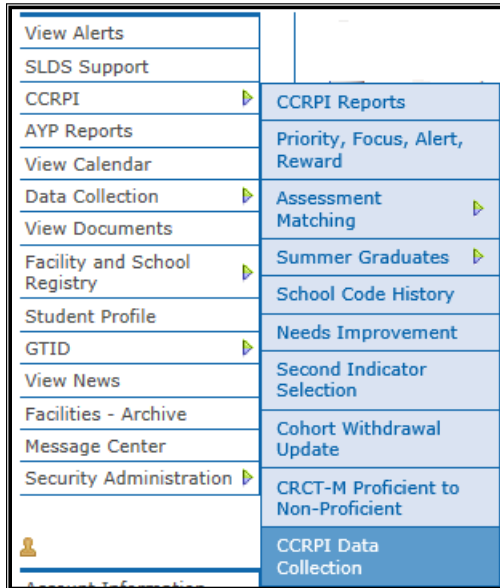


The following screen is displayed:

The image shows the MyGaDOE login page. It has a green header with 'MyGaDOE' in white. Below the header is a 'Please Log In' section with a 'GaDOE' logo on the left. The logo includes the text 'Georgia Department of Education' and 'Richard Woods, Georgia's School Superintendent "Educating Georgia's Future"'. The login form has fields for 'Username:' (containing '@doe.k12.ga.us') and 'Password:'. There is a 'Login' button and a link for 'I forgot my passphrase!'. Below the login form is a link that says 'Or sign up for an account'. To the right of the login form is a 'Helpful links' section with a list of links: 'MyGaDOE Online Guide', 'GaDOE Public Website', 'Information Systems', 'AYP & NCLB', 'Georgia Standards', 'Data Collections', 'Financial Reports', and 'Report Card'.

This website requires Cookies be enabled in your browser.

3. Enter your **Username** and **Password** (NOTE: passwords are case sensitive). If you need additional assistance, please contact the GaDOE Information Systems Customer Support Center at 800-869-1011 or [dticket@doe.k12.ga.us](mailto:dticket@doe.k12.ga.us).
4. Click the  button. The MyGaDOE Home Page will be displayed.
5. The application is found behind the portal under the CCRPI menu item.



**CCRPI Data Collection**

<b>District Name:</b>	<input type="text" value="County -"/>
<b>School Name:</b>	<input type="text" value="Elementary School -"/>
<b>Activities:</b>	<div style="border: 1px solid #4F81BD; padding: 2px;"> <div style="background-color: #4F81BD; color: white; padding: 2px;">Select an Activity</div> <div style="padding: 2px;">School or LEA Defined Innovative Practice</div> <div style="padding: 2px;">School or LEA Personalized Climate Research/Evidence-based Program/Practice</div> <div style="padding: 2px;">Principal Sign Off</div> </div>

## School or LEA Defined Innovative Practice

Applicable for Elementary, Middle and High Schools

1. This data collection activity supports Exceeding the Bar indicator # 9 for high schools, #5 for middle schools, and #6 for elementary schools:

*School or LEA-defined **innovative practice** accompanied by data **supporting improved student achievement**: examples include but are not limited to Charter System, Georgia College and Career Academy, Striving Reader initiative, dual language immersion program, Literacy Design Collaborative (LDC) and/or Mathematics Design Collaborative (MDC), Response to Intervention (RTI), Positive Behavioral Interventions & Supports (PBIS), local instructional initiatives, etc. Practice must be reported via the CCRPI Data Collection application.*

2. **This activity can only be completed if the corresponding 2016 CCRPI pre-data collection was completed in Fall, 2015. If the activity was not completed, there is no action required by the principal.**
3. **If SLO targets are being utilized to indicate improved student achievement, note the following:**
  - Use the Excel Document “FY16 SLO Innovative Practice Template” provided by the GaDOE to record data
  - Directions for completing the template are listed in the file
  - Upload the completed FY16 SLO Innovative Practice template with the Post-Data Application
  - If a school submits a completed SLO template with its application, the reviewers will utilize that template (along with the information provided in pre-data collection) to review the submission. If the SLO template is not submitted, the reviewers will utilize any SLO data that was provided in Student Record (along with the information provided in pre-data collection) to review the submission.

The FY16 SLO Innovative Practice Template can be found on the GaDOE Accountability website under the heading “2016 CCRPI Resources”

<http://www.gadoe.org/Curriculum-Instruction-and-Assessment/Accountability/Pages/For-Educators.aspx>

4. There are four steps to completing the activity.
  - Describe the Post-Data – Georgia Milestones data may be submitted
    - a. **If SLO targets are being utilized complete the Excel FY16 SLO Innovative Practice Template and upload that completed document as a Post-Data File**
  - Upload a Post-Data file – Ensure that the data file meets the requirements listed in the application
  - Click Upload Data File
  - Click Save All

District Name:    
 School Name:    
 Activities:

This data collection activity supports an Exceeding the Bar indicator. This activity is not required; it is optional.

**Name Innovative Practice:**

Name of Practice: This was entered during Pre-Data Collection and cannot be edited

**Description of Instructional Practice**

Description of Practice: This was entered during Pre-Data Collection and cannot be edited.

**Description of Pre-Data**

Description of Pre-Data: This was entered during Pre-Data Collection and cannot be edited.

SL #	Pre Data File Name		
1	Pre Data File: Entered during Pre-Data Collection	Download	

**Description of Post-Data**

- Georgia Milestones data may be submitted.
- Schools using SLO targets to indicate improved student achievement do not have to upload pre or post assessment data. The Department has access to the data through Student Record.

**Description of Post-Data (2000 characters remaining of 2000)**

Type the post-data description here.

The Post-Dataset must follow the requirements below

**Attached Post-dataset must meet the following requirements:**

- Post-dataset must demonstrate growth (generated from a norm referenced or criterion referenced measurement; or a GaDOE-approved research-based reading program; or from approved school SLO targets).
- If using charts and tables, include the following information: year, grade level, subject, other relevant information necessary to interpret the chart and/or table.
- Data submitted must be prior year and current year data OR pre and post data from within the current school year.
- Do not include student names or other student identifiers.
- Do not submit district level data reports or district benchmark data.
- Submit school level reports relevant to the instructional practice and target population.
- The data file size limit is 2 MB.
- There is a one file limit on post-data submitted.

No documents uploaded for post collection

Upload File:

Display Name:

**Must Includes a file name** (points to Display Name field)

**Click the "Upload Data File" button before Clicking "Save All", or the data file will not be included with the post-data submission.** (points to Upload Data File button)

# Scoring Sheet used by Reviewers for 2016 Innovative Practices for the CCRPI

Name of School \_\_\_\_\_ System \_\_\_\_\_

**Awarded** \_\_\_\_\_ **Not Awarded** \_\_\_\_\_

Points not awarded due to:

- \_\_\_\_\_ Goal of practice does not identify a numerical or percentile goal for improved student achievement
- \_\_\_\_\_ Target population is not identified
- \_\_\_\_\_ Description does not indicate date(s) of implementation of practice and/or dates of measurements or assessments
- \_\_\_\_\_ No dataset submitted
- \_\_\_\_\_ Dataset submitted was not generated from a **norm referenced or criterion referenced measurement or GaDOE - approved dataset such as SLO or SGP**
- \_\_\_\_\_ Dataset is not reviewed because it contains individual student data or student identifying information
- \_\_\_\_\_ Dataset does not include measurable student achievement gains/results in a numerical or percentile format
- \_\_\_\_\_ Dataset does not reflect current year and prior year or fall and spring of current year
- \_\_\_\_\_ Dataset is not readable as submitted digitally
- \_\_\_\_\_ Post dataset is not for targeted population (same group(s) of students) as pre –dataset
- \_\_\_\_\_ Post dataset is from a measurement/assessment different from the pre- dataset
- \_\_\_\_\_ Dataset **does not reflect/support measureable gains** that match the targeted goals for improved student achievement submitted with the description
- \_\_\_\_\_ Dataset is in charts/tables or format that is not clearly labeled

Reviewer Number: \_\_\_\_\_ Date: \_\_\_\_\_

# School or LEA Personalized Climate Research/Evidence-based Program/Practice

Applicable for Elementary, Middle and High Schools

1. This data collection activity supports Exceeding the Bar indicator # 10 for high schools, #6 for middle schools and #7 for elementary schools.

*School or LEA **Research/Evidence-Based Program/Practice** designed to facilitate a **personalized climate** in the school: examples include but are not limited to Teachers as Advisors program; mentoring program; Positive Behavioral Interventions & Supports (PBIS); service-learning program; peer mediation; conflict mediation.*

2. This data collection also supports additional considerations for the School Climate Star Rating for all school levels.
3. School or LEA Personalized Climate Research/Evidence-based Programs/Practices must be accompanied by documented data supporting the improvement of school climate in any one or more of the four components of the School Climate Star Rating:
  - A. Student Discipline (i.e. reduction in office referrals, decreased out-of-school suspension rates)
  - B. Safe and Substance-Free Learning Environment (i.e. reduction in bullying, fighting, use of alcohol, drugs and other substances)
  - C. Increased Student and Staff Attendance
  - D. Categorical Improvement on the Georgia Student Health Survey 2.0 (GSHS 2.0)
4. Schools that are recognized by GaDOE for implementation of Positive Behavioral Interventions and Supports (PBIS) with fidelity should NOT complete the Personalized School Climate submission for PBIS in the CCRPI Data Collection application.
5. **This activity can only be completed if the corresponding 2016 CCRPI pre-data collection was completed in Fall, 2015. If the activity was not completed, there is no action required by the principal.**
6. There are four steps to completing the activity.
  - Describe Post-Data
  - Upload a Post-Data file - Ensure that the data file meets the requirements listed in the application
  - Click Upload Data File
  - Click Save All

**CCRPI Data Collection**

District Name:

School Name:

Activities:

School or LEA Personalized Climate Research/Evidence-based Programs/Practices accompanied by documented data supporting the improvement of school climate in any one or more of the four components of the School Climate Star Rating:

1. Student Discipline
2. Safe and Substance-Free Learning Environment
3. Increase Student and Staff Attendance
4. Categorical Improvement on the Georgia Student Health Survey 2.0 (GSHS 2.0)

Examples of the above include, but are not limited to, school-wide implementation of research/evidence-based programs such as Teachers as Advisors program; mentoring program; Positive Behavioral Interventions and Supports (PBIS); service-learning program; peer mediation; conflict mediation.

This data collection activity supports an Exceeding the Bar indicator. This data collection also supports additional considerations for the School Climate Star Rating for all school levels. This activity is not required; it is optional.

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**Name of Program/Practice:**  
 Name of Program/Practice: This was entered during Pre-Data Collection and cannot be edited

**Description of Instructional Practice**  
 Description of Program/Practice: This was entered during Pre-Data Collection and cannot be edited.

**Description of Pre-Data**  
 Description of Pre-Data: This was entered during Pre-Data Collection and cannot be edited.

SL #	File Name		
1	Pre-Data File: Entered during Pre-Data Collection	Download	

**Description of Post-data - Post-data submitted will be utilized in conjunction with pre- data to show improvement of school climate in any one or more of the four components of the School Climate Star Rating:**

- a. Include post-data for demonstrating growth to meet the stated goal goal (format of post-data must match format of pre-data).
- b. If using charts and tables, include the following information: year, grade level, subject, and other relevant information necessary to interpret the chart and/or table.
- c. Submit school level reports relevant to the personalized climate and the school population, not district level reports.
- d. The data file size limit is 2MB.
- e. There is a one file limit on post-data submitted.
- f. Do not include student names.

**Description of Post-Data (2000 characters remaining of 2000)**

Type the post-data description here.

No documents uploaded for post collection

Upload File:

Display Name:

**Must Includes a file name**

**Upload Data File**

**Save All**

**Click the "Upload Data File" button before Clicking "Save All", or the data file will not be included with the post-data submission.**

**The Post-Dataset must follow these requirements**



# Scoring Sheet used by Reviewers for 2016 School or LEA Personalized Climate for the CCRPI

Name of School \_\_\_\_\_ System \_\_\_\_\_

**Awarded** \_\_\_\_\_ **Not Awarded** \_\_\_\_\_

Points not awarded due to:

- \_\_\_\_\_ Incomplete or confusing description of program/practice
- \_\_\_\_\_ Goal of program/practice not identified
- \_\_\_\_\_ Target population not school wide
- \_\_\_\_\_ Lack of explanation of implementation date and/or frequency of practice
- \_\_\_\_\_ No statement identifying improvement in one or more of the school climate components
- \_\_\_\_\_ Research/Evidence-based Program Registry where program/practice is published is not identified OR  
Research/Evidence-based Program or Practice is not replicated in peer-reviewed publication
- \_\_\_\_\_ No dataset submitted OR incomplete dataset submitted OR dataset was not readable
- \_\_\_\_\_ Dataset submitted does not support gains described in narrative
- \_\_\_\_\_ Comparative dataset (baseline and post) not submitted
- \_\_\_\_\_ Charts/tables not clearly labeled
- \_\_\_\_\_ Dataset submitted is not dated or reflects years other than current and prior
- \_\_\_\_\_ Dataset submitted was not school-level data or dataset compared the school to the district or the  
school to the state but did not clearly indicate school-level growth to the reviewer
- \_\_\_\_\_ No pre-data file uploaded
- \_\_\_\_\_ Description of practice OR data file does not match practice submitted in the pre-collection
- \_\_\_\_\_ PBIS must be implemented with fidelity and approved by the GaDOE PBIS team

Reviewer: \_\_\_\_\_ Date: \_\_\_\_\_

# Principal Sign Off

When the Post-Data Collection Activities have been completed at a school then the application is ready for principal sign off for that school.

**Principal post-collection sign off is only activated for those schools who completed the pre-collection application.** NEW FOR 2016: Principal Sign off shows which post-data collection applications are being submitted. The Table below defines each “Status” option.

Status	Meaning
Not Submitted	Post-Data Application has <b>not</b> been completed
Submitted	Post-Data Application has been entered as Saved – Verify that the data file uploaded correctly before selecting “Sign off”
Not Applicable	No Post-Data Application Activity needed because no pre-data application was submitted in Fall 2015

SL #	Activity	Status
1	School or LEA Defined Innovative Practice	Submitted
2	School or LEA Personalized Climate Research/Evidence-based Program/Practice	Not Applicable

## Principal Sign Off Overview for District Staff

This activity is for district and superintendent access only.

This activity allows the district user to check the edit box and click the Edit Selected School button with the purpose of updating individual school applications.

NEW FOR 2016: Districts are not required to sign-off at the school level if the principal has not signed off. This “Principal Sign Off Overview for District Staff” feature allows for districts to

- Monitor school sign-off status at the district level
- Re-open a school level submitted application if mistakenly signed off by the principal

Edit	School ID	School Name	Date Last Modified	Sign Off Status
<input type="checkbox"/>	0100	Elementary School		Not Signed Off
<input type="checkbox"/>	0189	High School	6/10/2016 2:46:14 PM	Signed Off
<input type="checkbox"/>	0192	Middle School		Not Applicable
<input type="checkbox"/>	0196	Primary School		Not Applicable
<input type="checkbox"/>	0198	Elementary School		Not Applicable
<input type="checkbox"/>	2050	County School		Not Applicable

- This action will “erase” the Date Last Modified and the Signed Off Status.
- This action will re-open the application for that school.
- This action will allow the principal, district user, or superintendent to go into the application for that school to make edits.

# Superintendent Sign Off

Review data as displayed, click the Sign Off button to complete the application.

CCRPI Data Collection

District Name:

School Name:

Activities:

Superintendents should sign off even if all principals have not signed off on the application.

SL #	Activity
1	School or LEA Defined Innovative Practice
2	School or LEA Personalized Climate Research/Evidence-based Program/Practice

I certify that the information above is accurate and complete. I hereby acknowledge that this information will be used in reporting to the legislature and other policy makers, to federal and state agencies, and in the College and Career Ready Performance Index (CCRPI) Reports.

A time stamp will appear letting you know you have successfully signed off on the 2016 CCRPI Data Collection Application.

CCRPI Data Collection

District Name:

School Name:

Activities:

Superintendents should sign off even if all principals have not signed off on the application.

SL #	Activity
1	School or LEA Defined Innovative Practice
2	School or LEA Personalized Climate Research/Evidence-based Program/Practice

I certify that the information above is accurate and complete. I hereby acknowledge that this information will be used in reporting to the legislature and other policy makers, to federal and state agencies, and in the College and Career Ready Performance Index (CCRPI) Reports.

Certified By