



3. "Buttonology" of the GAD Application Users Guide
4. ISD GAD Audit Manual
5. Documentation for Exit Codes



For resources, visit www.mpaaa.org.



GAD Memo #1

Page 2—Take Action:

- Review CEPI Graduation Cohort Information
- Review final 2007 Cohort Report in GAD
- Assemble documentation to support change requests
 - Exit Code Changes audited by ISD
 - One Year Cohort Extensions audited by MDE
 - UIC Linking Requests processed by CEPI



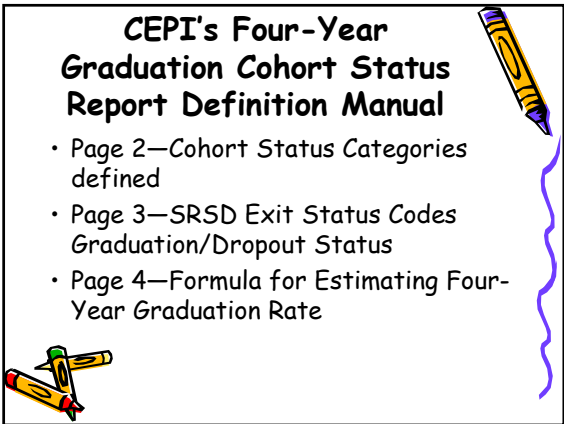
GAD Memo #1

Page 3—Additional Support

- Review Additional Communication and Web-Based Training Guides from CEPI
- Review Toolkit with Talking Points, Fact Sheet and FAQs
- Review materials provided by MPAAA

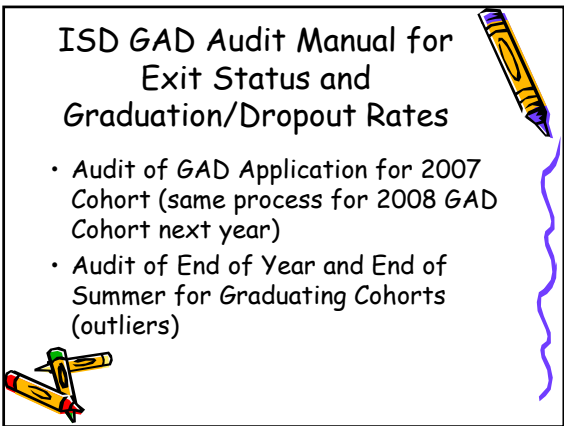
CEPI's Four-Year Graduation Cohort Status Report Definition Manual

- Page 2—Cohort Status Categories defined
- Page 3—SRSD Exit Status Codes Graduation/Dropout Status
- Page 4—Formula for Estimating Four-Year Graduation Rate

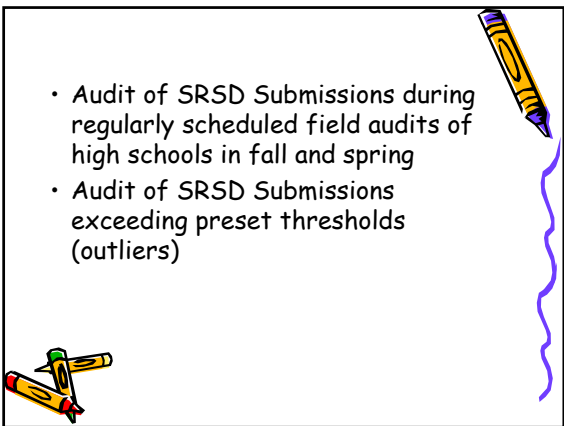


ISD GAD Audit Manual for Exit Status and Graduation/Dropout Rates

- Audit of GAD Application for 2007 Cohort (same process for 2008 GAD Cohort next year)
- Audit of End of Year and End of Summer for Graduating Cohorts (outliers)



- Audit of SRSD Submissions during regularly scheduled field audits of high schools in fall and spring
- Audit of SRSD Submissions exceeding preset thresholds (outliers)



Audit of 2007 Cohort via GAD Application— April/May

- Audit conducted within the application
- Written documentation required for exit code change requests to graduation/other high school completer and exempt exit codes
- Acceptable documentation listed on pages 9 and 10 of the ISD GAD Audit Manual



GAD Application Chart - All Key Info in One Place!

- Exit Code
- Exit Code Definition
- Cohort Status Category (grad, drop, exempt, etc)
- Allowable Documentation
- Includes my suggested "denial language"



One ISD's GAD Audit Process

Timeline is Very Short

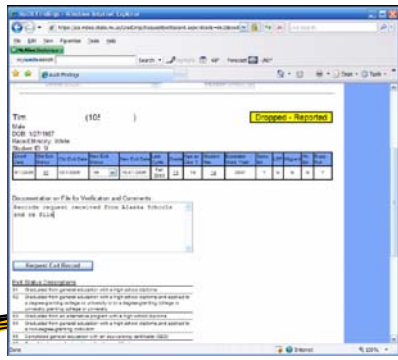
- Districts have 4 weeks in April to review GAD data and request necessary changes. If districts do nothing, the data will remain as is and the graduation rate is calculated from it.
- ISDs have access to GAD the same time the districts do and have to complete the audit by the end of May.



Step 1: When district makes change to an exit code that affects the graduate/completer or exempt exit codes, district will print the screen in the GAD application where the change request was made AND attach the required documentation



This is the GAD Screen to Print



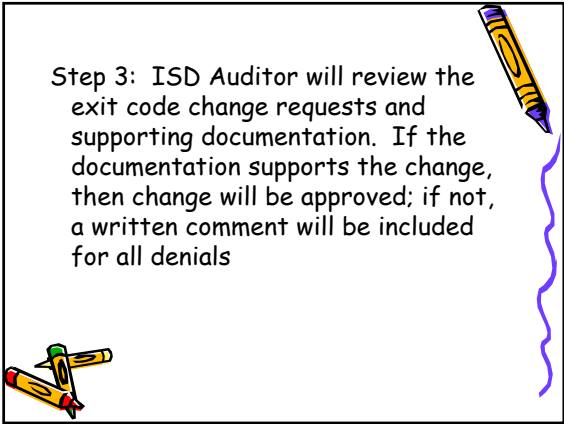
Slide 15: www.oakland.k12.mi.us/Portals/0/pupillaccounting/GAD%20Workshop.ppt



Step 2: The district will submit the print screen from the GAD AND a copy of the required documentation to the ISD Pupil Auditor—faxed, hand delivered, or mailed. If lots of changes being made, district will contact the ISD Auditor ASAP to schedule a site visit.

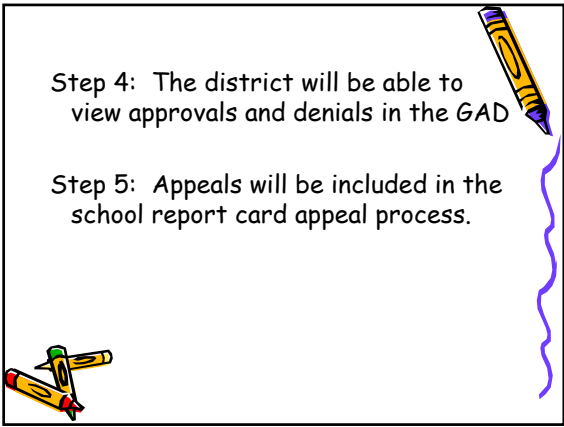


Step 3: ISD Auditor will review the exit code change requests and supporting documentation. If the documentation supports the change, then change will be approved; if not, a written comment will be included for all denials



Step 4: The district will be able to view approvals and denials in the GAD

Step 5: Appeals will be included in the school report card appeal process.



Questions?

