

Office of the State Superintendent of Education
Enrollment Audit Stakeholders Working Group Introductory Meeting Notes
May 7, 2012
3:30pm to 5:00pm
810 First Street, NE, 9th Floor, Washington, DC 20002

Present Members

Ann Willemsen, Office of the State Superintendent of Education

Jeff Noel, Office of the State Superintendent of Education

Mutinda Parris, Office of the State Superintendent of Education

Dwight Franklin, Office of the State Superintendent of Education

Carl Kullback, Office of the State Superintendent of Education

Scheherazade Salimi, Office of the Deputy Mayor for Education

Joshua Thompson, Office of the Deputy Mayor for Education

Robert Cane, Friends of Choice in Public Schools

Lauren Outlaw, Friends of Choice in Public Schools

Irene Holtzman, KIPP Public Charter School

Kari Smith, Friendship Public Charter School

Naomi DeVeaux, DC Public Charter School Board

Julie Meyer, The Next Step Public Charter School

Russ Williams, Apple Tree Public Charter School

Vanessa Carlo-Miranda, EL Haynes Public Charter School

Mary Lord, DC State Board of Education

Absent Members

Ino Okoawo, DC Public Charter School Board

Elisabeth Morse, Department of Youth Rehabilitation Services

John Petersen, DC Public Schools

Ramona Edelin, DC Association of Chartered Public Schools

Keisha Hutchinson, Thurgood Marshall Academy Public Charter School

Introductions

Each member of the working group provided their names and organization affiliation.

Purpose of the Working Group

The purpose of the working group is to provide information and advice to the Office of the State Superintendent of Education (OSSE) as it undergoes improvements to the enrollment audit process.

Updates on the School Year 2012 – 2013 Enrollment Audit

- The Office of Contracting and Procurement is currently reviewing a revised statement of work for the school year 2012-2013 enrollment audit contract.
- OSSE is drafting a Student Enrollment Audit Handbook, which will provide for clear guidance on the roles of local education agencies (LEA), OSSE, and the independent auditor during the enrollment audit. The publication date of the handbook is pending.

Recommendations for Enrollment Audit Improvement

Communication

- The Working Group discussed communication strategies to ensure a successful enrollment audit process this year. Suggestions included:
 - Better define roles for agency and LEA points of contact;
 - Communicate information and deadlines through a variety of means including newsletters and on OSSE's website; and
 - Format the pre-appeals audit information in a more easily-understood format.

Audit Process

- The Working Group also discussed the audit process itself, and how it could be improved. Among the items discussed:
 - Set standards for student data values in Student Information Systems (SIS) to align to SLED;
 - Ensure better accuracy on the initial October 5th Count pull through early trouble-shooting; and
 - Give better guidelines on what the auditor will and will not accept as valid evidence of enrollment and residency.

Special Education and ELL Validations

- OSSE presented a brief overview of Child Count and how the results of Child Count were used to apply special education levels to students captured in the enrollment audit.
- OSSE described the English Language Learner (ELL) validation process and explained how missing ELL data from the October 5th enrollment file lead to the inaccurate ELL funding levels for certain LEAs.

Census vs. Sampling Methodologies

The working group agreed to discuss the topic of enrollment census vs. sampling methodologies in future working group meetings, but briefly discussed the following:

- OSSE is currently the only state using a census-style audit. Removing the requirement for a census audit would require changes to DC code.
- OSSE plans to develop and execute a “shadow” enrollment audit process (or perhaps pilot several methodologies). The Working Group’s input will be sought on which methodology(ies) should be piloted.

Next Meeting

The next working group meeting is scheduled for Monday, May 21, 2012 at the same time and location.