



LOUISIANA DEPARTMENT OF EDUCATION

Fall 2024 SPS Appeal/Waiver Request Form For Public Schools

Due: Friday, December 13, 2024

School System Name and Code:

Date:

(This form may not be used by scholarship schools. Please contact the Nonpublic school office for information.)

Site Name and Six Digit Site Code:

Paired/Shared School:

Yes

If Yes, Six Digit Site Code of Paired/Shared School: _____

No

Grade Configuration(s):

Type of Request

Please mark the appropriate box to indicate the type of request.

For additional information see: *Bulletin 111, Chapter 31. Data Correction and Appeals/Waivers Procedure.*

- Appeal:** a request for the calculation or recalculation of a School Performance Score (SPS), and/or Subgroup Performance Score based on the most recent spring test administrations (state tests and ACT), progress index data, dropout/credit accumulation data, and the 4-year cohort graduation rate.
- Waiver:** a temporary "withholding" of accountability decisions for no more than one accountability year.

Note: Requests shall be denied to aggrieved parties attempting to subvert the intent of provisions outlined in the state statute. Some requests may require federal approval.



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Rationale

Include a narrative providing explicit details concerning the request and attach supporting documentation. Per Bulletin 111, Section 3107, data corrections shall not be grounds for an appeal or waiver request as all data corrections shall be made prior to the release regardless of the source of any errors. All data corrections should have been submitted during the appropriate data certification periods (ACT, dropout/credit accumulation, interests and opportunities, graduation cohort rate and SOD index, ELPT/ELPT Connect and LEAP/LEAP Connect/IAP assessments). Do not send full PII of students with this request.

Verification

“As the school system’s superintendent, charter school leader, or appointed representative authorized by my local governing board of education, I verify that I have reviewed and submitted this request, **which does not include the correction of data that could have been corrected during data certification**, for the above stated school(s) and ask that it be considered by the Department of Education for review. I understand that some requests may require federal approval.”

Authorized Signature

Although emailed copies, sent to Chelsea.Haley@la.gov, will be accepted on or before **Friday, December 13, 2024** the Appeal/Waiver request form(s) with original signature and supporting documentation must be mailed to:

Chelsea Haley, Director of Accountability Policy
Assessment, Accountability, and Analytics
Attn: Fourth Floor
Office of Assessment, Accountability and Analytics
Louisiana Department of Education
P.O. Box 94064
Baton Rouge, LA 70803