

High School Graduation Training

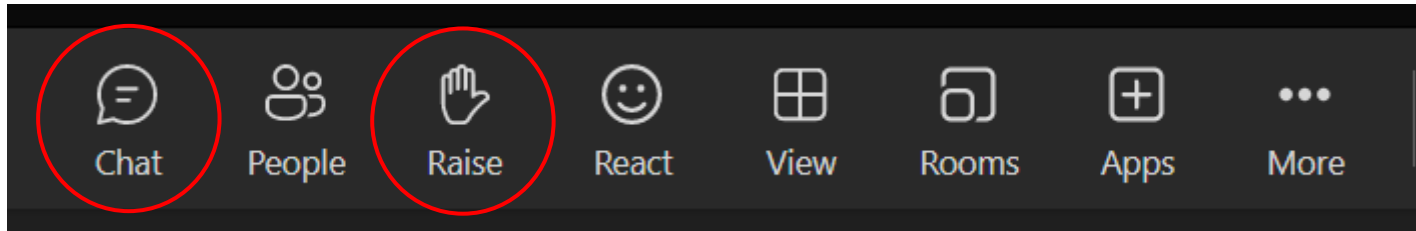
2023-2024 School Year

- *NJ SMART*

NJ SMART Webinar Etiquette

We want to ensure that all attendees connected to the call can easily hear the training and that all questions are answered.

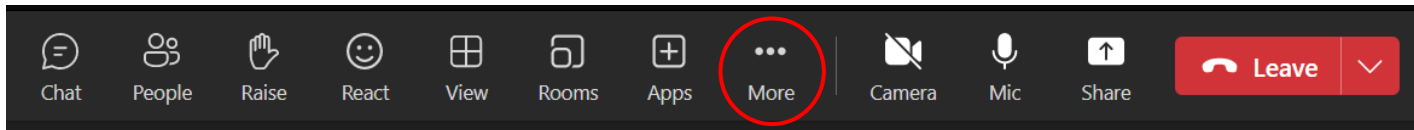
How can I ask a question?



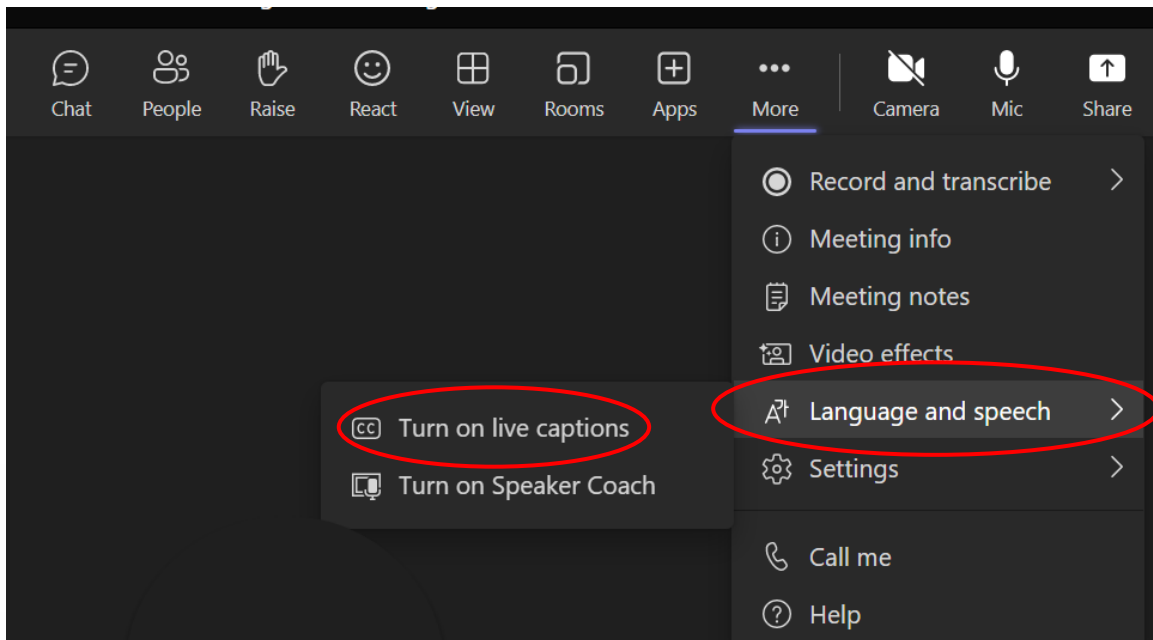
Webinar Feature: Live Captioning

To use live captions during this webinar:

1. Click the “More” option along the Teams webinar control panel (top of your screen).



2. Click on “Language and speech” and then “Turn on live captions.”



H.S. Graduation Agenda

Introduction	<ul style="list-style-type: none">• Find resources to help you get started• Learn important dates and deadlines
Inactivation	<ul style="list-style-type: none">• Recognize the importance of inactivating students
Portal Navigation	<ul style="list-style-type: none">• Learn how to track the cohort statuses of your high school students• Examine graduation data by various subgroups and analyze student-level data through use of this profile
Portal Features	<ul style="list-style-type: none">• Learn how the profile tracks the transfer of students in and out of your district over time
Appeals	<ul style="list-style-type: none">• Learn how the Appeals process works



Available Resources

NJ SMART Helpdesk



1-800-254-0295
njsmart@pcgus.com

Resources & Trainings



[NJ SMART Resources](#)
[& Trainings](#)

Key Student Portal Dates and Deadlines

August 7, 2023

- NJ SMART Open for the 2023-2024 School Year

August 31, 2023

- Snapshot: 2022-2023 High School Graduation

September 18th, 2023

- Open Graduation Appeals period

October 6th, 2023

- Close Graduation Appeals period

October 13th, 2023

- Fall SID Management Snapshot

October 18th, 2023

- Open Official Fall Submissions



Graduation Rate Calculation

In 2005, governors from all 50 states committed to moving towards a common calculation for high school graduation rates. The National Governors Association (NGA) proposed the use of an Adjusted Cohort formula, deemed more accurate than other calculations.

- In 2008, the federal government adopted NGA's formula and mandated states to calculate cohort rates beginning with 2011 graduates.
- Graduation rates will be published in NJ School Performance Reports and NCLB State Reports and will figure into AYP status.



Graduation Rate Calculation

Beginning with the Class of 2011, NJ SMART calculates school, district, and state Graduation Rates using an **Adjusted Cohort** calculation, based on student-level data.

Each incoming 9th Grader is assigned a graduation cohort, based on a 4-year expected graduation date, and their status is tracked over time.

Using the 2023 Cohort as an example, the calculation involves:

On-Time Cohort Graduates through Summer 2023

First-Time 9th Graders In 2019 + Transfers In – Verified Transfers Out – Excluded from Cohort

Please refer to the [Federal Non-Regulatory Guidance](#) for more information on graduation policy.



Updates to Graduation Rate Calculation

Beginning in the 2020-2021 school year, the NJDOE calculates two versions of the adjusted cohort graduation rate.

- Federal Version:

$$\frac{\text{Graduated}}{\text{Adjusted Cohort Count}} = \frac{\text{Graduated}}{\text{Graduated} + \text{Graduated (State Calculation Only)} + \text{Transfer Out Unverified} + \text{On Track}^* + \text{Off Track} + \text{Status Unknown}}$$

- Students that earned a state-endorsed diploma but who had an IEP that included modifications or exemptions from either meeting the state course and/or local attendance requirements are excluded from the numerator

$$\frac{\text{Graduated}}{\text{Adjusted Cohort Count}} = \frac{\text{Graduated}}{\text{Graduated} + \text{Transfer Out Unverified} + \text{On Track}^* + \text{Off Track} + \text{Status Unknown}}$$

- State Version:
 - Students who have earned a state-endorsed diploma, but who had an IEP that included modifications or exemptions from meeting the state course, assessment and/or local attendance requirements are included in the numerator and denominator.



Advantages to using NJ SMART Calculations

1. Improved accuracy
2. Consistency in graduation rate calculations
3. Track students in real-time
4. Identify emerging trends and key graduation indicators
5. Analyze graduation data by key subgroups



SID Management Updates for High School Graduation

- **ELAGraduationPathwayIndicator** and **MathGraduationPathwayIndicator**
 - Added a new validation rule to **ELAGraduationPathwayIndicator** and **MathGraduationPathwayIndicator** to ensure active 12th grade students in the Class of 2023 are reporting a value of either W or P through the End of Year Snapshot. All students earning a Seal of Biliteracy (Biliterate = Y) must be reported
 - The value of W (Class of 2023 per P.L. 2022, c.60: No graduation assessment requirements) should be reported for any students who graduated with the Class of 2023, regardless of Grade Level.
 - The value of P (Denied graduation for any other reason) should be used for any 12th grade students who will not graduate with the Class of 2023.
 - This field is required for all 12th graders and all students with **SchoolExitWithdrawalCode = L**.



Where are the Graduation Profiles located?

The High School Graduation Cohort Status Profile is located on the District Reports tab under the section Reporting of the NJ SMART portal.

The screenshot shows the NJ SMART Education Data System interface. At the top, there are links for 'New User', 'Calendar', 'Announcements', 'Register For A Webinar', 'Key Documents', and 'FAQs'. Below this is a dark blue navigation bar with 'REPORTING' highlighted in a red box. Underneath, a light blue sub-navigation bar has 'District Reports' highlighted in a red box, with other options 'Graduation Appeals' and 'School Performance'. The main content area is titled 'District Reports' and contains sections for 'Jump To' and 'Starting Points'. The 'Jump To' section lists 'Student List' with a description: 'Customized selection of students showing their characteristics, program enrollment, and assessment performance (exportable to Excel)'. The 'Starting Points' section lists three options: 'High School Graduation Cohort Status Profile', 'Graduation by Pathway Profile', and 'High School Feedback Profile', each with a brief description.

Starting Points: Graduation Profiles

- High School Graduation Cohort Status Profile**
Characteristics and performance of high school students from a specified graduation cohort, including 4-year, 5-year, and 6-year graduation rates and statuses towards graduation.
- Graduation by Pathway Profile**
Characteristics and assessment pathways by which students earned their high school diploma or failed to graduate.
- High School Feedback Profile**
Characteristics and performance of high school students from a specified 4-year graduation cohort, including post-secondary enrollment information.



What variables are represented in the profile?

The Graduation profile displays the 4-Year Adjusted Graduation Rate, along with Adjusted Cohort Count and the different Cohort Statuses.

HIGH SCHOOL GRADUATION COHORT STATUS PROFILE (SA)

State Snapshot Report: Aug 31, 2020 (Generated: 7/8/2022)

4-Year Rate

Accountable District

Auvflqdciaofdogblujaabzapcgzmlqmbdzh

All Schools

4 Year Graduation Cohort: 2020

Student Characteristics	Adjusted Cohort Graduation Rate %	Adjusted Cohort Count		Graduated		Transfer Out - Unverified		On-Track Continuing		Off-Track Continuing		Dropout		Excluded From Cohort
	= $\frac{[Graduated]}{[Adjusted\ Cohort\ Count]}$	# of Students	% of Total	# of Students	% of Total	# of Students	% of Total	# of Students	% of Total	# of Students	% of Total	# of Students	% of Total	# of Students
Total Students	92.1%	417	100.0%	384	92.1%	5	1.2%	8	1.9%	8	1.9%	12	2.9%	23
School														
9C1V8AAU1EW08SV1VRIJ97	92.3%	416	99.8%	384	92.3%	5	1.2%	7	1.7%	8	1.9%	12	2.9%	23
Cannot be determined		1	0.2%					1	100.0%					



How do I drill down to the Student List?

The Student List displays a list of students with any attribute present on the profile (e.g., Grade Level, homeless status, Free & Reduced Rate Lunch status).

HIGH SCHOOL GRADUATION COHORT STATUS PROFILE (SA)														
State Snapshot Report: Aug 31, 2020 (Generated: 7/8/2022)														
4-Year Rate														
Accountable District														
Auvflqdciaofdogblujaabzapcgzmlqmbdzh														
All Schools														
4 Year Graduation Cohort: 2020														
Student Characteristics	Adjusted Cohort Graduation Rate %	Adjusted Cohort Count		Graduated		Transfer Out - Unverified		On-Track Continuing		Off-Track Continuing		Dropout		Excluded From Cohort
	= $\frac{[Graduated]}{[Adjusted Cohort Count]}$	# of Students	% of Total	# of Students	% of Total	# of Students	% of Total	# of Students	% of Total	# of Students	% of Total	# of Students	% of Total	# of Students
Total Students	92.1%	417	100.0%	384	92.1%	5	1.2%	8	1.9%	8	1.9%	12	2.9%	23
School														
9C1V8AAU1EW08SV1VRUJ97	92.3%	416	99.8%	384	92.3%	5	1.2%	7	1.7%	8	1.9%	12	2.9%	23
Cannot be determined		1	0.2%					1	100.0%					
Grade Level														
Grade 9		5	1.2%			4	80.0%					1	20.0%	11
Grade 10		4	1.0%									4	100.0%	4
Grade 11		13	3.1%							8	61.5%	5	38.5%	8
Grade 12	97.2%	395	94.7%	384	97.2%	1	0.3%	8	2.0%			2	0.5%	
Entering Gender														
Female	91.3%	184	44.1%	188	91.3%	5	2.7%	5	2.7%	2	1.1%	4	2.2%	10
Male	92.7%	220	52.8%	204	92.7%			3	1.4%	5	2.3%	8	3.6%	13
Missing	92.3%	13	3.1%	12	92.3%					1	7.7%			
Entering Race/Ethnicity														
Aspme	97.9%	143	34.3%	140	97.9%	2	1.4%	1	0.7%					7
Bknelaog	83.8%	148	35.5%	124	83.8%	1	0.7%	5	3.4%	7	4.7%	11	7.4%	10
Cadmb	100.0%	6	1.4%	6	100.0%									
Eomnzbz	92.3%	13	3.1%	12	92.3%					1	7.7%			
Fofce	92.9%	42	10.1%	39	92.9%			2	4.8%			1	2.4%	3
Oapqa	98.9%	65	15.6%	63	98.9%	2	3.1%							3



How to drill down to a student's Enrollment Record?

The Student Enrollment Record allows you to see the academic history of a specific student.

The screenshot shows a 'HIGH SCHOOL GRADUATION STUDENT LIST : Adjusted Cohort' for the State Snapshot Report of Aug 31, 2020. The interface includes navigation controls and export options: 'Export as Excel - Truncated', 'Export as Excel - Expanded', 'Export as CSV - Truncated', and 'Export as CSV - Expanded'. A red box highlights these buttons. A red arrow points from the 'Export as Excel - Expanded' button to a student's record in the table below.

LID	SID	First Name	Last Name	Name	Grade Level	Entering Gender	Entering Race/Ethnicity	Entering Lunch Status
009628	7113921825	Bpmnzbu	Aaach	9C1V8AAU1E W08SV1VRJ9 7	11	F	Bknelaog	N
209620	7756850952	Egv	Aaecdzlqrxpqa	9C1V8AAU1E W08SV1VRJ9 7	12	F	Bknelaog	R
805427	3615418046	Ufpvnr	Aahmh	9C1V8AAU1E W08SV1VRJ9 7	12	M	Oapqa	N
009621	4389600023	Evo	Aapod	9C1V8AAU1E W08SV1VRJ9 7	12	F	Bknelaog	N
405124	4140326483	Cbskeberaeqeia	Aavbfr	9C1V8AAU1E W08SV1VRJ9 7	12	M	Oapqa	N
306521	3686126823	Dfnbiy	Aazgajhefiq	9C1V8AAU1E W08SV1VRJ9 7	12	F	Oapqa	R

The detailed 'STUDENT ENROLLMENT RECORD' for student 'Aaach, Bpmnzbu' (State ID: 7113921825) shows the following information:

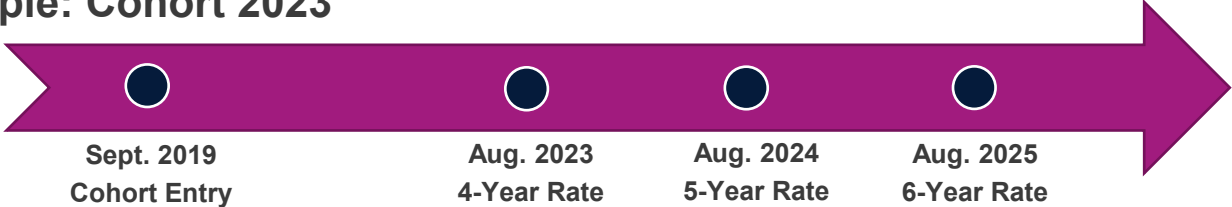
- Student Information:** State ID: 7113921825, Local ID: 009628, Status: Inactive, School Exit Date: 06/19/2021, School Exit/Withdrawal Code: L-Graduation.
- Student Demographics (2020-2021):** Gender: Female, Race/Ethnicity: Bknelaog, Date of Birth: 05/09/2002, Age: 19, 4 Year Graduation Cohort: 2020, Country of Birth: United States, State of Birth: NEW JERSEY, City of Birth: Cicbdhdbu, City of Residence: Mzgdqffavdqj, Home Language: Spanish/Castilian, BI-literacy Language: , Immigrant Status: , First Entry Date into a US School: .
- Enrollment Information (2020-2021):** 4 Year Graduation Cohort Status: Graduated.



What does the 5-year and 6-year Graduation Profile show me?

Beginning in 2012, the NJ SMART High School Graduation Cohort Status Profile introduced a 5-year graduation rate for graduation cohorts, in addition to 4-year rates. A 6-year rate was introduced in 2021. Students remain in their original cohorts throughout high school.

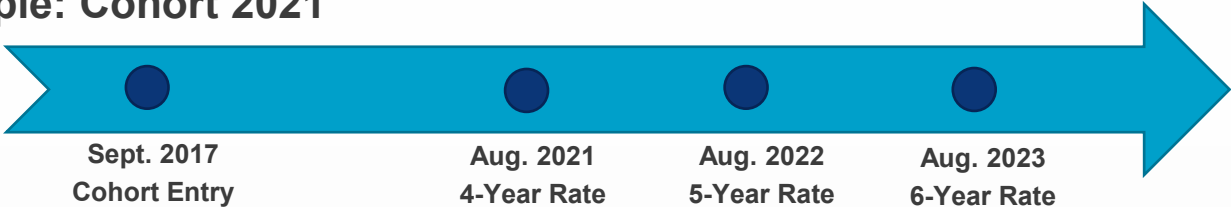
Example: Cohort 2023



Example: Cohort 2022

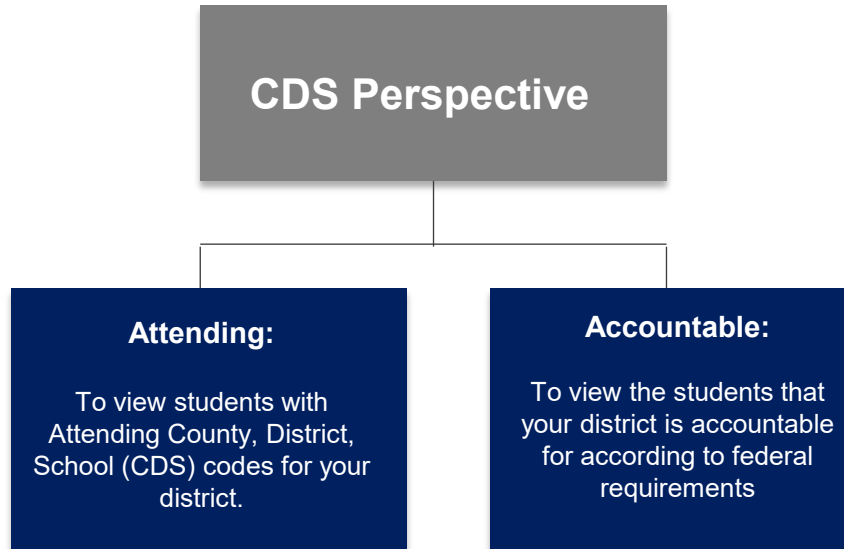


Example: Cohort 2021



What are my options for CDS Perspective?

The Graduation Profile has two options for profile display.



Download and review:

- [NJ SMART SID Management Reporting Responsibilities](#)
- [Graduation Accountable Rules User Guide](#)



What is the difference between State Snapshots and Local Data Mart (LDM) Reports?

LEAs can analyze student information in District Reports using either State Snapshot data or real-time (LDM) data.

Official State Snapshot Reports

- Periods of time when all LEAs must submit official student data for state and federal reporting purposes.
- Official Snapshots include: Fall (approx. October 15th), End of Year (approx. August 3rd), and High School Graduation (approx. August 31st).
- Snapshots include official SID Management data.
- *To view official state data from these periods in District Reports, choose “Official State Snapshot Report.”*

LDM Reports

- Periods of time between official Snapshots when LEAs can update student records and run district reports with real-time data.
- LDM data is pulled from real-time SID Management.
- *LDM Report data is refreshed automatically overnight, meaning all LDM report data is current SID Management data.*



What are the options for running the Official Reports and Local Data Mart (LDM) Reports?

Official Snapshot options:

Fall

October Snapshot

End of Year

Early August Snapshot

Graduation

Late August Snapshot

LDM options

(after uploading SID Management file for the new school year):

SID Management file

Current SID Management data (updated nightly)

What is the importance of reporting InDistrictPlacement?

InDistrictPlacement type indicates the reason for the placement when a student is attending a school that is not his/her resident school within his/her resident district

- This field is used to determine why the student is attending the InDistrictPlacement:
 - For Special Education: **SPECED**
 - English Language Learners: **ELL**
 - Any other reason, such as parental/administrative placement: **OTHER**
- If InDistrictPlacement is incorrectly reported, graduation accountability can be incorrectly assigned.
- If there is a failure to report or misreported data for InDistrictPlacement, then an appeal must be filed, using Reason For Appeal H.





Questions?

Any questions on what we have reviewed thus far?

How is the adjusted cohort graduation calculated?

- The 4-Year Adjusted Cohort Graduation Rate is calculated from the following variables:

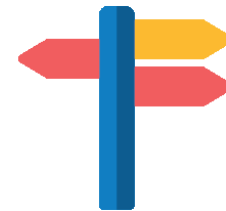
$$\frac{\text{Graduated}}{\text{Adjusted Cohort Count}}$$

- **Graduated** refers to students exited via SID Management with an “L” School Exit Withdrawal Code through the summer of the specified cohort year.
- **Adjusted Cohort Count** refers to the number of students in the final cohort, as adjusted by number of incoming and outgoing transfers:

First-Time 9th Graders In Year X + Transfers In - Verified Transfers Out - Excluded from Cohort

How are Transfer Students treated?

- **Transfer Out – Unverified** refers to students who your LEA inactivated as Transfers but were never re-activated by another district or state institution. **Therefore, your district is still accountable for the student.**
 - The most common cause for Transfer Out – Unverified records is when the new district assigns your student a new SID number.
 - When final Graduation Rates are calculated for the cohort and your district still has Unverified Transfer students, they will be considered *Dropouts*.
- **Transfer In** refers to students who transferred into your district and have been added to your adjusted cohort count.
 - Students will have a temporary “Transfer In” status until the first SID Snapshot subsequent to the transfer.



How are Dropout and Excluded Students treated?

- **Dropout** refers to students who have dropped out of school for various reasons. They are included in your cohort count but not as graduates and will therefore have an impact on your LEA's graduation rate.
- **Excluded from Cohort Status** refers to exempt cases that do not factor into the graduation rate (e.g., death of a student, transfer to parental instruction, transfer out of state, erased students).
 - These students are NOT included in your Adjusted Cohort Count.



What are the School Exit Withdrawal Codes for each status?

Students will fall into a status based on the School Exit Withdrawal Code entered upon Inactivation.

Status	School Exit Withdrawal Codes
Graduated	L
Transfer Out	T4, T6, T7, T10, TC, TR, TD, TA
Dropout	D1, D2, D3, D4, D5, D6, D7, D8, D10, D11
Excluded from Cohort	D9, T3, T8, T9, TP, PPE



What happens to erased students?

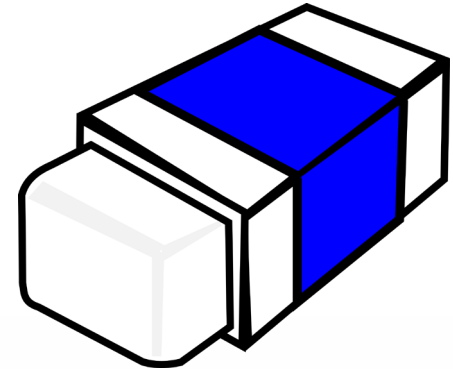
Erased students do not truly disappear. The student record is maintained, and the student is essentially exited with an “ER” or “IR” School Exit Withdrawal Code.

Student records should only ever be erased for two reasons:

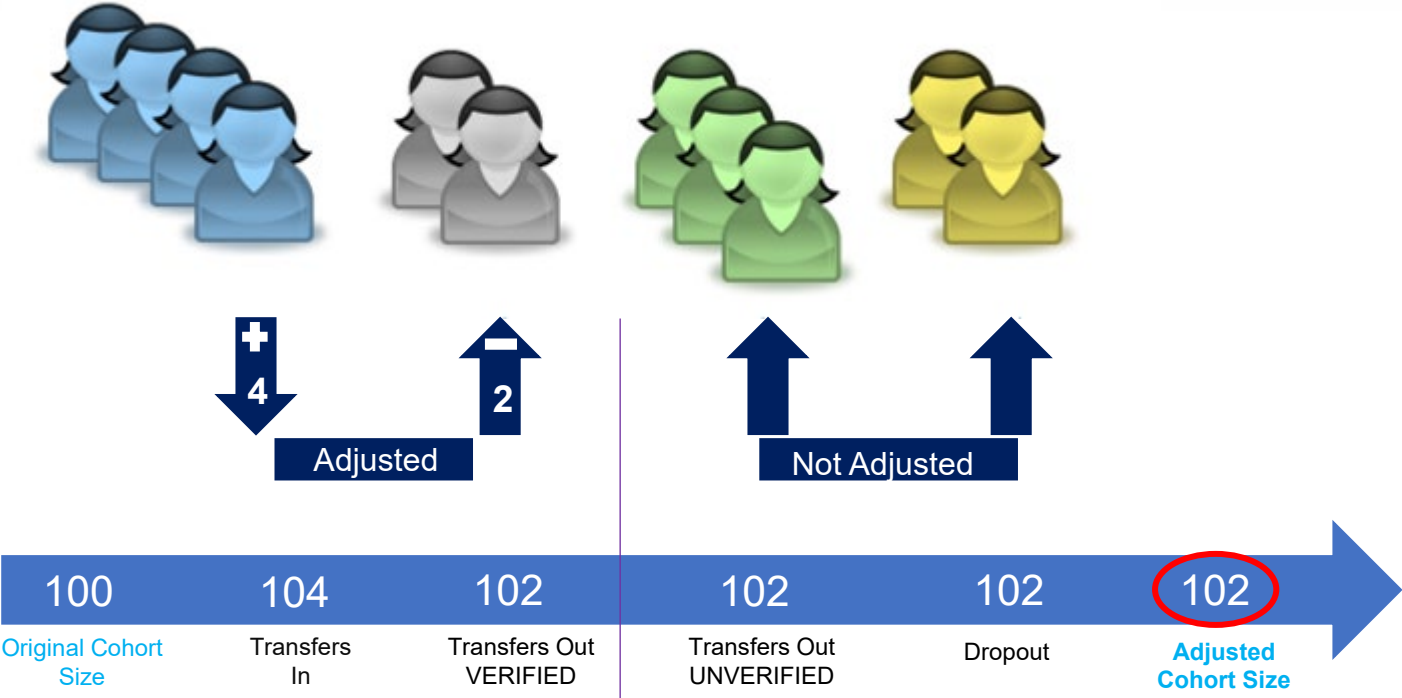
- Student was reported in error according to the NJ SMART Reporting Responsibilities (ER)
- Record does not represent an actual student (IR)

Important Note

NJ SMART performs a regular audit of the use of the Erase option.



How is cohort size adjusted over time?



What does Cohort Status mean for active students?

LEAs have the ability to track the progress of active students towards on-time graduation based on Grade Level.

- Incomplete SID Management Snapshots will affect your Cohort Statuses

Possible statuses for active high school students are:



How are active and inactive students' Cohort Statuses represented in the profile?

Unlike other NJ SMART District Reports, the Graduation Profile displays both active and inactive students.

HIGH SCHOOL GRADUATION COHORT STATUS PROFILE (SA)															
State Snapshot Report: Aug 31, 2020 (Generated: 7/8/2022)															
4-Year Rate															
Accountable District															
Auvflqdciaofdogblujaabzapcgzmlqmdbdzh															
All Schools															
4 Year Graduation Cohort: 2020															
Student Characteristics	Adjusted Cohort Graduation Rate %	Adjusted Cohort Count		Graduated		Transfer Out - Unverified		On-Track Continuing		Off-Track Continuing		Dropout		Excluded From Cohort	
	= $\frac{[Graduated]}{[Adjusted Cohort Count]}$	# of Students	% of Total	# of Students	% of Total	# of Students	% of Total	# of Students	% of Total	# of Students	% of Total	# of Students	% of Total	# of Students	
Total Students	92.1%	417	100.0%	384	92.1%	5	1.2%	8	1.9%	8	1.9%	12	2.9%	23	
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Cannot be determined		1	0.2%					1	100.0%						



Which subgroup variables are available for analysis?

LEAs can break down Graduation Rate and Cohort Status variables by different subgroups.

- Extracted from SID Management, Special Education Submission, and state assessment data

Entering/ Overall Values

- Entering Gender
- Entering Race/Ethnicity
- Overall Economically Disadvantaged (Lunch Status)
- Overall Special Education Status
- Overall English Language Learner
- Overall Migrant Status
- Overall Homeless Status
- Overall Military-Connected
- Overall Foster

Other Subgroup Variables (Most Recent Submission)

- Grade Level
- Students Retained Last Year
- Time in District
- Number of Days Absent



How does student inactivation affect my graduation rate?

LEAs must inactivate students from SID Management by August to ensure accurate graduation rates.

- Cohort 2023 students who are **active** after the August Graduation Snapshot count as a “non-graduate” in the LEA’s graduation rate.
- Timely inactivation of exited students allows the appropriate district to be accountable for the students.

Deadline to inactivate Cohort 2023 students:

- **August 31st, 2023 at 5PM** for all graduates.



How does inactivation affect Cohort Status?

2023 Cohort Status

CASE 1: SUCCESSFUL INACTIVATION

Students are inactivated prior to the August 31st deadline and properly accounted for in Graduation Rate calculations.



Graduate



Transfer



Dropout

CASE 2: FAILURE TO INACTIVATE

Students remain active after the August 31st deadline and are considered “non-graduates” in the Graduation Rate



Continuing

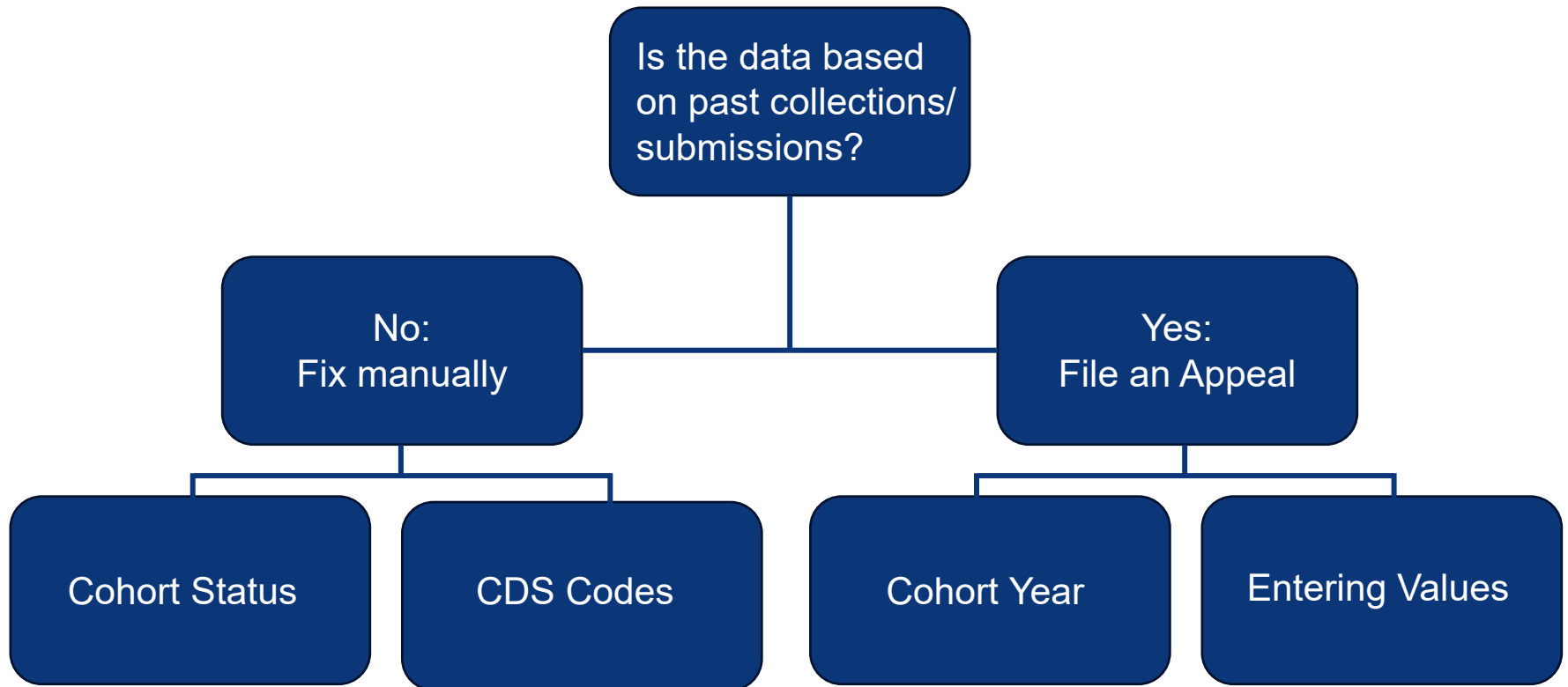
Where should I look to verify graduation data?

The Graduation Rate calculation takes into account data entered up to six years ago. Therefore, mistakes that were made due to poor data entry or student reporting can affect today's graduation rate.

Graduation Data:	To Verify:
Cohort Year	Examine past SID Management data or view the student's Enrollment Record for Grade Level
Entering Values	View the SID Management Snapshot when student joined the cohort by navigating to the QSAC page in SID Management
Cohort Status	Check the Student Exit Withdrawal Code (inactive students) or Grade Level (active students)
Transfer Out Unverified	Resolve to ensure all relevant transfers are captured on the August 31 st Graduation Snapshot



How do I correct my data errors related to the Graduation Profile?



How can I appeal questionable graduation data?

Specific student data can be appealed during the Graduation Appeals period through the NJ SMART portal.

- Such as: Cohort status, Transfer Cases, Cohort Year, CDS Codes, Entering Values
- Download the [Graduation Appeals User Guide](#)

The NJ SMART Graduation Appeals Process will open on September 18th 2023

- Approved Appeal requests will be applied retroactively to the August 31st Snapshot





Questions?

Any remaining questions before we adjourn the meeting?

Available Resources

NJ SMART Helpdesk



1-800-254-0295
njsmart@pcgus.com

Resources & Trainings



[NJ SMART Resources](#)
[& Trainings](#)

Please Provide your Feedback



We'd love to hear from you!





Solutions that Matter

