

**PROCESS FOR DETERMINING ADEQUATE YEARLY PROGRESS FOR
“SMALL N SCHOOLS”
Certification Form
2003-2004**

Background

The *No Child Left Behind Act of 2001* allows states to establish alternate means for determining the Adequate Yearly Progress (AYP) of “small n schools.” In Virginia, “small n schools” are defined as schools having fewer than 50 students enrolled in grades or courses for which there are statewide assessments. The United States Department of Education has approved Virginia’s use of 50 as the minimum number of students for which AYP status can be reliably determined using the criteria required in the law.

Determination of AYP for “Small n Schools”

Schools having fewer than 50 students enrolled in tested grades or courses will have their AYP status determined by a body of evidence designated by the division superintendent. For each of these schools, division superintendents will select one (1) item from each of the following three categories for review by a Virginia Department of Education committee.

Name of School(s)_____

Reading/Language Arts

1. Student pass rates on the Standards of Learning (SOL) tests in English for the last three (3) years
2. Stanford 9 results (reading scores)
3. Phonological Awareness Literacy Screening (PALS) results (pre- and post-intervention test results)
4. Other_____
- (Specify data that will be chosen by the school; data must be verifiable.)

Mathematics

1. Student pass rates on the SOL tests in mathematics for the last three (3) years
2. Stanford 9 results (mathematics scores)
3. Other_____
- (Specify data that will be chosen by the school; data must be verifiable.)

Other Indicator

1. Student pass rates on the SOL science test for the current year
2. Student pass rates on the SOL science test for the last three (3) years
3. Student pass rates on the SOL history and social science test for the current year
4. Student pass rates on the SOL history and social science test for the last three (3) years
5. Most current attendance rate
6. Most current graduation rate
7. Other_____
- (Specify data that will be chosen by the school; data must be verifiable.)

Superintendent’s Name	Superintendent’s Signature
School Division	Date
Phone No.	

Division superintendents have 10 business days from the receipt of this memorandum to inform the Virginia Department of Education of the evidence to be used in determining AYP. The evidence may be designated by checking the appropriate boxes in the categories listed on the form. School divisions need to submit documentation only if the "other" option in any category is selected. The designated or submitted evidence will be reviewed for the purpose of determining the AYP status for the school.

If the certification form for 2003 identifying the evidence to be considered is not received by October 10, 2003, the AYP designation for the school will be determined based on Standards of Learning pass rates in English and mathematics for the last three years and on attendance and graduation, as appropriate.

Superintendents must sign in the designated area, and return the form to:

Sandra A. Jackson
Office of Program Administration and Accountability
Virginia Department of Education
P.O. Box 2120
Richmond, Virginia 23218-2120
FAX: 804-786-9769 or 804-371-7347

If there are questions, please contact Brenda A. Spencer, Title I specialist, at (804) 371-6201. You may also e-mail questions to bspencer@mail.vak12ed.edu.