

**1.0 Percent Participation  
Justification Form 2017–18**

The Every Student Succeeds Act (ESSA) requires each district and charter school to complete and submit a justification when it anticipates exceeding 1.0 percent of students assessed in a subject area with the NCEXTEND1 alternate assessment. Justifications from each district and charter school will be reviewed by the North Carolina Department of Public Instruction (NCDPI), and follow up actions will be determined based on the information found in the justification document. Staff from the Exceptional Children and Accountability Divisions in each district and charter school should collaborate to provide the following information on the justification document. Responses to numbers 1–4 are required; it is optional to include additional information (see page 3). This justification document will be publicly posted. As such, the document **must not contain any personally identifiable information**. If necessary, additional pages may be attached to this form.

**1. Enter contact information for the primary district/charter school staff member responsible for overseeing the completion of the justification form.**

<b>3-Digit LEA/Charter Code:</b> 770	<b>District/Charter Name:</b> Richmond County Schools
<b>Contact Name:</b> Amber Watkins	<b>Contact Title:</b> Director of Exceptional Children's Programs
<b>Contact Phone No.:</b> 910-582-5860	<b>Contact E-Mail:</b> <a href="mailto:amberwatkins@richmond.k12.nc.us">amberwatkins@richmond.k12.nc.us</a>

**2. Enter a description of how the district/charter school will assure that Individualized Education Program (IEP) teams are adhering to the eligibility criteria as outlined in the Testing Students with Disabilities publication when determining student eligibility for participation in the alternate assessment:**

Richmond County Schools will ensure that IEP teams are adhering to the eligibility criteria as outlined in the *Testing Students with Disabilities* Manual when determining student eligibility for participation in the alternative assessment through the following:

- Staff will be trained on strategies for modifying the curriculum, providing students with appropriate interventions, and how to effectively implement specially designed instruction in order to ensure that various levels of accommodations and modifications are provided to meet students' needs, prior to consideration of eligibility for Extend 1.
- We will create a decision-making process that uses a checklist, which will be developed based on eligibility criteria outlined in Appendix D of the *Testing Students with Disabilities* Manual. IEP teams will use this checklist when consideration is being given to placing a student on Extend 1 to ensure that IEP teams are considering all of the eligibility criteria.
- Program Specialists and/or school psychologists will be present to ensure that the team members, including parents, understand the requirements and the ramifications for placing a student on an alternate assessment.

- Annual professional development on the Extended Content Standards and eligibility for Extend 1 for school administrators, LEA Representatives and EC staff members will be provided. These trainings will also include information specific to justification statements in IEPs, and a review of the team decision-making processes.
- We will create an internal review process for monitoring IEPs for compliance, with specific compliance review checklists for IEPs of students who participate in alternate assessments.

**3. Enter a description of how any disproportionality among race, gender, or socioeconomic status groups is defined and plans for how that disproportionality will be addressed.**

- **Description of how any disproportionality among race, gender, or socioeconomic status groups is defined:**
  - Richmond County Schools has identified disproportionality as it relates to students tested on alternate assessments.
    - RCS reviewed all data for students assessed on the Extend 1 test. Demographic data for the total population assessed on the Extend 1 test was also closely reviewed. The data was analyzed to identify subgroups of high percentage. These percentages were then compared to the overall student population percentages, to determine where disproportionality may exist.
- **Plans for how disproportionality will be addressed:**
  - Richmond County Schools will address our issues with disproportionality through the following:
    - Evaluate the current data, and the current practices regarding students who participate in the alternate assessments.
    - Conduct internal audits on the current areas of concern, as they relate to disproportionality. If the team finds that participation in the alternate assessments is not appropriate or the paperwork is not compliant, then steps will be taken to ensure that the issues are corrected, and parents and IEP teams are involved in the transition/ corrective action process.
    - Create a process for determining and reviewing eligibility for participation in the alternate assessments, as discussed in #2 of this report.

**4. Enter additional justification of variables not covered but deemed essential to understanding why the district/charter school has a higher rate of alternate assessment participation.**

- Richmond County has a group home for Students with Disabilities. This home serves students with significant cognitive disabilities from various states throughout the nation.

These children are students in Richmond County Schools, elementary through high school.

**Signatures**

Superintendent/Charter School Director Cathy Jordan Date 5/2/18  
Exceptional Children Director Ann D. Watkins Date 5/2/18  
LEA/Charter Test Coordinator JC Brach Date 5-2-18

The completed justification form must be signed by the superintendent/charter school director, exceptional children's director, and testing coordinator. The form must be scanned and emailed to [alternateassessment@dpi.nc.gov](mailto:alternateassessment@dpi.nc.gov) by **May 4, 2018**.

The NCDPI will notify districts/charter schools in writing if further information is needed and will include next steps. For questions, please contact your Exceptional Children Director or Regional Accountability Coordinator.