

Riverside Publishing						
Iowa / 03						
Data Record Description						
Louisiana Statewide Norm-Referenced Testing Program—Spring 2005						
File Length = 2225						
	Start Position	End Position	Field Length	Description	Values	Comments
	1	30	30	Order Number		For Riverside Use
	31	38	8	Test	ITBS, ITED	
	39	68	30	District Name		
	69	71	3	District Code		Left-justified with leading zeroes.
	72	101	30	School Name		
	102	104	3	School Code		
	105	134	30	Class Name		
	135	136	2	Grade - Assessment	03, 05, 06, 07, 08, 09, OP	
	137	137	1	Grade Option	blank, 1, 2, 3	1 = Grade 9 2 = Grade 8 Option 2 3 = Options/PreGED Skills
	138	145	8	Date Tested		MMDDYYYY
	146	165	20	Student Last Name		Left-justified
	166	185	20	Student First Name		Left-justified
	186	186	1	Gender	F, M, blank	Taken from Precode file or as gridded. F = Female, M = Male, Blank = Omit
	187	194	8	Date of Birth		MMDDYYYY
	195	203	9	Student ID		

	Start Position	End Position	Field Length	Description	Values	Comments
	204	212	9	Louisiana Gen ID		
	213	213	1	Ethnicity	1, 2, 3, 4, 5, 9	Taken from Precode file or as gridded. 1 = Alaskan Native /Amer Indian 2 = Asian/Pacific Islander 3 = Black 4 = Hispanic 5 = White 9 = Failure to bubble or double-gridded
	214	226	13	Filler	Blanks	
	227	227	1	Battery	C	C = Complete
	228	229	2	Level	09, 11, 12, 13, 15	ITBS = 09, 11, 12, 13, ITED = 15
	230	231	2	Form	03	Iowa/03
	232	233	2	Norm Year	00	00 = 2000
	234	238	5	Interpolated Norms	03/16	MM/DD
	239	239	1	Test Norms	B, R	B = If Section 504 and/or Special Ed Accommodations has Braille code, use Braille norms R = Regular norms
	240	240	1	Calculator Used	1, 0	1 = Yes, 0 = No
	241	244	4	Age in Years/Months		YYMM; Blank = Date of Birth omitted or invalid
	245	249	5	LaSIP Math Teacher		
	250	254	5	LaSIP Science Teacher		
	255	255	1	Combined Ed Classification	1, 2	Taken from precode file if it exists, otherwise from hand-gridding 1 = Regular (includes GT) 2 = Special Ed

	Start Position	End Position	Field Length	Description	Values	Comments
	256	257	2	Special Education Exceptionality Categories	01 - 18	01= Gifted and/or Talented 02= Speech Impairment 03 = Autism 04 = VI-Blind 05 = HI-Deaf 06 = Deaf-Blindness 07 = Developmental Delay 08 = Emotional Disturbance 09 = HI-Hard of Hearing 10 = Mild Mental Disability 11 = Moderate Mental Disability 12 = Orthopedic Impairment 13 = Other Health impairment 14 = VI-Partially Sighted 15 = Specific Learning Disability 16 = Severe Language Disorder 17 = Traumatic Brain Injury 18 = Other (Multiple Disabilities, Profound Mental Disability, Severe Mental Disability)
	258	269	12	Special Ed Accommodations	0,1	12 slots for Special Ed Accommodations 0 = No 1 = Yes Slot 1 = No Accommodations Slot 2 = Braille Slot 3 = Large Print Slot 4 = Answers Recorded Slot 5 = Assistive Technology Slot 6 = Extended Time Slot 7 = Communication Assistance Slot 8 = Transferred Answers Slot 9 = Individual/Group Admin Slot 10 = Test/s Read Aloud Slot 11 = Repeated Directions Slot 12 = Other

	Start Position	End Position	Field Length	Description	Values	Comments
	270	288	19	Filler	Blanks	
	289	289	1	Section 504	0, 1	0 = No 1 = Yes
	290	300	11	Section 504 Accommodations	0,1	11 slots for Section 504 Accommodations 0 = No 1 = Yes Slot 1 = No Accommodations Slot 2 = Braille Slot 3 = Large Print Slot 4 = Answers Recorded Slot 5 = Assistive Technology Slot 6 = Extended Time Slot 7 = Communication Assistance Slot 8 = Transferred Answers Slot 9 = Individual/Group Admin Slot 10 = Test/s Read Aloud Slot 11 = Other
	301	319	19	Filler	Blanks	
	320	320	1	Limited English Proficient	0, 1	Taken from precode file if it exists, otherwise from hand-gridding 0 = No 1 = Yes

	Start Position	End Position	Field Length	Description	Values	Comments
	321	327	7	Limited English Proficient Accommodations	0,1	7 slots for LEP Accommodations 0 = No 1 = Yes Slot 1 = No Accommodations Slot 2 = Extended Time Slot 3 = Individual/Small Group Admin Slot 4 = Provision of Eng/Native Lang Word-to-Word Dictionary Slot 5 = Test Administered by ESL Teacher or Individual Providing Language Services Slot 6 = Test/s Read Aloud Slot 7 = Repeated Directions
	328	350	23	Filler	Blanks	
	351	351	1	Free Lunch	1, 2, Blank	1 = Received free/reduced lunch 2 = Paid lunch (was: Did not receive free lunch) Blank = No Precode record
	352	352	1	Title I	0,1,2,4	0 = No or Blank 1 = Reading Only 2 = Math Only 4 = Reading and Math
	353	412	60	Number of Items Attempted		30 slots for Number Attempted (2 digits each)

	Start Position	End Position	Field Length	Description	Values	Comments
	413	472	60	Raw Score		30 slots for Raw Scores (2 digits each) Refer to Appendix D
	473	562	90	Standard Score		30 slots for Standard Score (3 digits each) Refer to Appendix D
	563	622	60	National Percentile Rank		30 slots for National Percentile Rank (2 digits each) Refer to Appendix D
	623	682	60	NCE		30 slots for NCE (2 digits each) Refer to Appendix D
	683	712	30	National Stanine		30 slots for National Stanine (1 digit each) Refer to Appendix D
	713	742	30	PR Valid Flag	0,1, Blank	30 slots for PR Valid Flag (1 digit each) Indicates whether the percentile rank values are valid based on whether a student tested too far out of level 0 = Invalid 1 = Valid Blank = Test not available
	743	922	180	Filler	Blanks	
	923	925	3	Predicted SAT Verbal High		For Scoring Grade 9 only. Predicted SAT verbal range high value if coded, otherwise blanks
	926	928	3	Predicted SAT Verbal Low		For Scoring Grade 9 only. Predicted SAT verbal range low value if coded, otherwise blanks
	929	931	3	Predicted SAT Math High		For Scoring Grade 9 only. Predicted SAT math range high value if coded, otherwise blanks
	932	934	3	Predicted SAT Math Low		For Scoring Grade 9 only. Predicted SAT math range low value if coded, otherwise blanks
	935	937	3	Predicted ACT High		For Scoring Grade 9 only. Predicted ACT range high value if coded, otherwise blanks
	938	940	3	Predicted ACT Low		For Scoring Grade 9 only. Predicted ACT range low value if coded, otherwise blanks

	Start Position	End Position	Field Length	Description	Values	Comments
	941	1160	220	Item Responses 1-220	A, B, C, D, E, 1, 2, 3, 4, 5, *, 0	Correct = A, B, C, D, E Incorrect = 1, 2, 3, 4, 5 Multiple = * Omit = 0 (See Appendix B)
	1161	1380	220	Item Responses 221-440	A, B, C, D, E, 1, 2, 3, 4, 5, *, 0	Correct = A, B, C, D, E Incorrect = 1, 2, 3, 4, 5 Multiple = * Omit = 0 (See Appendix B)
	1381	1600	220	Item Responses 441-660	A, B, C, D, E, 1, 2, 3, 4, 5, *, 0	Correct = A, B, C, D, E Incorrect = 1, 2, 3, 4, 5 Multiple = * Omit = 0 (See Appendix B)
	1601	1602	2	Optional Coding G Value	00-99, Blanks	Blanks = Omit and Multiple Marks.
	1603	1604	2	Optional Coding H Value	00-99, Blanks	Blanks = Omit and Multiple Marks.
	1605	1606	2	Optional Coding I Value	00-99, Blanks	Blanks = Omit and Multiple Marks.
	1607	1608	2	Optional Coding J Value	00-99, Blanks	Blanks = Omit and Multiple Marks.
	1609	1610	2	Accountability Code	See Appendix C	
	1611	1616	6	Routing Site Code		
	1617	1658	42	Index Scores		7 slots for Index Score (6 digits each) with leading zeroes Slot 1 = Reading Total (RT) Index Score Slot 2 = Language Total (LT) Index Score Slot 3 = Math Total - Computation (MT-) Index Score Slot 4 = Social Studies (SS) Index Score Slot 5 = Science (SC) Index Score Slot 6 = Sources Total (ST) Slot 7 = Complete Composite - Computation (CC-) Index Score

	Start Position	End Position	Field Length	Description	Values	Comments
	1659	1796	138	Filler	Blanks	
	1797	1802	6	Erasure Analysis Voiding Flag	Y, N, Blank	6 slots for Erasure Analysis Voiding (1 digit each) Grade 3 - Only applies to RT, LT, MT+, SS, SC, ST Grade 5, 6, 7,9 - Only applies to RT, LT, MT-, SS, SC, ST Y = Yes, voided N = Not voided Blank = Does not apply at this level
	1803	1826	24	Filler	Blanks	
	1827	1856	30	Test Taken Flag	Y, N, Blank	30 slots for Test Taken Flag (1 digit each) Y = Test taken N = Student did not take test Blank = Test not offered at this level

	Start Position	End Position	Field Length	Description	Values	Comments
	1857	1873	17	Testing Attendance	0, 1	17 slots for Testing Attendance (1 digit each) taken from Block J from answer document 0 = No 1 = Yes Slot 1 = Absent from all tests Slot 2 = Vocabulary (Both) Slot 3 = Reading Comprehension (Both) Slot 4 = Spelling (ITBS) Slot 5 = Capitalization (ITBS) Slot 6 = Punctuation (ITBS) Slot 7 = Usage and Expression (ITBS) Slot 8 = Language (ITED) Slot 9 = Concepts and Estimation (ITBS) Slot 10 = Prob. Solving/Data Interp. (ITBS) Slot 11 = Computation (ITBS) Slot 12 = Math Concepts/Problem Solving (ITED) Slot 13 = Social Studies (Both) Slot 14 = Science (Both) Slot 15 = Maps and Diagrams (ITBS) Slot 16 = Reference Materials (ITBS) Slot 17 = Sources of Information (ITED)
	1874	1889	16	Filler	Blanks	
	1890	1919	30	District Void Flag	Y, Blank	30 slots for District Void Flag (1 digit each). Y = Student cheated Blank = Student did not cheat
	1920	1920	1	Form Type	P, M	Identifies whether the form was precoded or manually (hand) gridded. P = Precoded M = Manually gridded
	1921	1921	1	Duplicate Resolution Flag	Y, Blank	Y = Indicates duplicate records for the student within the school Blank = No duplicate records for the student

	Start Position	End Position	Field Length	Description	Values	Comments
	1922	1922	1	Precoded Free/Reduced Lunch	1, 2, I, Blank	1 = Free lunch 2 = Reduced lunch I = Invalid Blank = Paid lunch
	1923	1923	1	Precode Ed Classification	1, 2, Blank	1 = Child with disability 2 = Gifted and/or Talented Blank = Regular ed
	1924	1925	2	Precode Primary Exceptionality	01 – 05, 07 – 08, 11 – 16, 18-21, 25, 27 - 34	01 = Autism 02 = Visual Impairment-Blindness 03 = Hearing Impairment-Deafness 04 = Deaf-Blindness 05 = Emotional Disturbance 07 = Developmental Delay 08 = Hearing Impairment-Hard of Hearing 11 = Specific Learning Disability 12 = Mental Disability-Mild 13 = Mental Disability-Moderate 14 = Mental Disability-Severe 15 = Mental Disability-Profound 16 = Multiple Disabilities 18 = Orthopedic Impairment 19 = Other Health Impairment 20 = Visual Impairment-Partially Seeing 21 = Severe Language Disorder 25 = Traumatic Brain Injury 27 = Gifted 28 = Speech Impairment-Articulation 29 = Speech Impairment-Fluency 30 = Speech Impairment-Language 31 = Speech Impairment-Voice 32 = Talented-Music 33 = Talented-Theater 34 = Talented-Visual Arts

	Start Position	End Position	Field Length	Description	Values	Comments
	1926	1927	2	Precode Exceptionality Categories	01 – 18	01= Gifted and/or Talented 02= Speech Impairment 03 = Autism 04 = VI-Blind 05 = HI-Deaf 06 = Deaf-Blindness 07 = Developmental Delay 08 = Emotional Disturbance 09 = HI-Hard of Hearing 10 = Mild Mental Disability 11 = Moderate Mental Disability 12 = Orthopedic Impairment 13 = Other Health impairment 14 = VI-Partially Sighted 15 = Specific Learning Disability 16 = Severe Language Disorder 17 = Traumatic Brain Injury 18 = Other (Multiple Disabilities, Profound Mental Disability, Severe Mental Disability)
	1928	1929	2	Precode Limited English Proficient	01, 02	01 = Fully English proficient 02 = Limited English proficient
	1930	1974	45	Precode District Name		
	1975	2020	46	Precode School Name		
	2021	2022	2	Grade	03 - 09	
	2023	2024	2	Precode Grade Placement	03 - 12	
	2025	2025	1	Precode Option Flag	Blank, 2, 3	Blank = Grade 9 2 = Grade 8 Option 2 3 = PreGED/Skills
	2026	2125	100	Filler	Blanks	

	Start Position	End Position	Field Length	Description	Values	Comments
	2126	2126	1	Hand-gridded Education Classification	Blank, 1, 2, *	Taken from the hand-gridded value, if it exists. Blank = no hand-gridded value 1 = Regular (includes GT) 2 = Special Ed * = Multiple Response
	2127	2144	18	Hand-gridded Special Education Exceptionality Categories	Y, N	18 slots for Hand-gridded Special Education Exceptionality Categories (1 character each) Y = Yes N = No Taken from the hand-gridded value, if it exists Slot 1 = Gifted and/or Talented Slot 2 = Speech Impairment Slot 3 = Autism Slot 4 = VI-Blind Slot 5 = HI-Deaf Slot 6 = Deaf-Blindness Slot 7 = Developmental Delay Slot 8 = Emotional Disturbance Slot 9 = HI-Hard of Hearing Slot 10 = Mild Mental Disability Slot 11 = Moderate Mental Disability Slot 12 = Orthopedic Impairment Slot 13 = Other Health impairment Slot 14 = VI-Partially Sighted Slot 15 = Specific Learning Disability Slot 16 = Severe Language Disorder Slot 17 = Traumatic Brain Injury
	2145	2145	1	Hand-gridded Limited English Proficient	Blank, 0, 1, *	Taken from hand-gridded value, if it exists Blank = no hand-gridded value exists 0 = No 1 = Yes * = Multiple Response
	2146	2146	1	Included in Group Averages	Y, N	Y = Yes N = No

	Start Position	End Position	Field Length	Description	Values	Comments
	2147	2149	3	District Entity Flag		LEA = Regular District School LAB = Laboratory School CHA = Type 2 Charter School NPB = Non Public School TRI = Tribal School STA = State School BSE = BESE or Legislative School COR = Dept. of Corrections School HOM = Home School MAR = Marine Institute REC = RSDUNO New Beginnings
	2150	2150	1	Missing Document Flag	Y,N	Y = Yes N = No
	2151	2151	1	Add Report Flag	Y,N,S	Y = Yes (Show document on all reports) N = No (Hide documents from reports) S = Show on list and label. Don't include in count or rollups. Hide from Performance Profile
	2152	2160	9	RPC_ID		RPC Unique line identifier
	2161	2170	10	Barcode Number		Barcode Number

APPENDIX A				
Slot Definitions				
Slot	Key	ITBS		ITED
01	RV	Vocabulary		Vocabulary
02	RC	Reading Comprehension		Comprehension
03	RT	READING TOTAL		READING TOTAL
04	WA	Word Analysis		
05	Li	Listening		
06	L-1	Spelling		Spelling
07	L-2	Capitalization		
08	L-3	Punctuation		
09	L-4	Usage/Expression		
10	LT or L	LANGUAGE TOTAL		Revising Writing Material
11	M-1	Concepts & Estimation		
12	M-2	Problems & Data Interpretation		
13	MT-	MATH TOTAL - Computation		Concepts & Problems
14	M-3	Computation		Computation
15	MT+/M	MATH TOTAL + Computation		MATH TOTAL + Computation
16	CT-	CORE TOTAL – Computation		CORE TOTAL – Computation
17	CT+	CORE TOTAL + Computation		CORE TOTAL + Computation
18	SS	Social Studies		Social Studies
19	SC	Science		Science
20	S-1	Maps & Diagrams		
21	S-2	Reference Materials		
22	ST	SOURCES TOTAL		SOURCES TOTAL
23	CC-	COMPLETE COMPOSITE – Computation		COMPLETE COMPOSITE – Computation
24	CC+	COMPLETE COMPOSITE + Computation		COMPLETE COMPOSITE + Computation
25				
26				
27				
28				
29				
30				

APPENDIX B									
ITBS, ITED Item Responses									
Test			Slot	Item					No. of
Type	Level	Test	No.	Start	File Position				Items
ITBS/Complete	09	RV	1	1	941	-	969		29
		RC	2	30	970	-	1006		37
		L1	6	67	1007	-	1034		28
		L2	7	95	1035	-	1058		24
		L3	8	119	1059	-	1082		24
		L4	9	143	1083	-	1112		30
		M1	11	173	1113	-	1143		31
		M2	12	204	1144	-	1165		22
		M3	14	226	1166	-	1190		25
		SS	18	251	1191	-	1220		30
		SC	19	281	1221	-	1250		30
		S1	20	311	1251	-	1274		24
		S2	21	335	1275	-	1302		28
		WA	4	363	1303	-	1337		35
		Li	5	398	1338	-	1368		31
ITBS/Complete	10	RV	1	1	941	-	974		34
		RC	2	35	975	-	1015		41
		L1	6	76	1016	-	1047		32
		L2	7	108	1048	-	1073		26
		L3	8	134	1074	-	1099		26
		L4	9	160	1100	-	1132		33
		M1	11	193	1133	-	1168		36
		M2	12	229	1169	-	1192		24
		M3	14	253	1193	-	1219		27
		SS	18	280	1220	-	1253		34
		SC	19	314	1254	-	1287		34
		S1	20	348	1288	-	1312		25
		S2	21	373	1313	-	1342		30

Test			Slot	Item				No. of
Type	Level	Test	No.	Start		File Position		Items
ITBS/Complete	11	RV	1	1		941 - 977		37
		RC	2	38		978 - 1020		43
		L1	6	81		1021 - 1056		36
		L2	7	117		1057 - 1084		28
		L3	8	145		1085 - 1112		28
		L4	9	173		1113 - 1147		35
		M1	11	208		1148 - 1187		40
		M2	12	248		1188 - 1213		26
		M3	14	274		1214 - 1242		29
		SS	18	303		1243 - 1279		37
		SC	19	340		1280 - 1316		37
		S1	20	377		1317 - 1342		26
		S2	21	403		1343 - 1374		32
ITBS/Complete	12	RV	1	1		941 - 979		39
		RC	2	40		980 - 1024		45
		L1	6	85		1025 - 1062		38
		L2	7	123		1063 - 1092		30
		L3	8	153		1093 - 1122		30
		L4	9	183		1123 - 1160		38
		M1	11	221		1161 - 1203		43
		M2	12	264		1204 - 1231		28
		M3	14	292		1232 - 1261		30
		SS	18	322		1262 - 1300		39
		SC	19	361		1301 - 1339		39
		S1	20	400		1340 - 1367		28
		S2	21	428		1368 - 1401		34
ITBS/Complete	13	RV	1	1		941 - 981		41
		RC	2	42		982 - 1029		48
		L1	6	90		1030 - 1069		40
		L2	7	130		1070 - 1101		32

Test			Slot	Item			No. of
Type	Level	Test	No.	Start	File Position		Items
		L3	8	162	1102 - 1133		32
		L4	9	194	1134 - 1173		40
		M1	11	234	1174 - 1219		46
		M2	12	280	1220 - 1249		30
		M3	14	310	1250 - 1280		31
		SS	18	341	1281 - 1321		41
		SC	19	382	1322 - 1362		41
		S1	20	423	1363 - 1392		30
		S2	21	453	1393 - 1428		36
ITBS/Complete	14	RV	1	1	941 - 982		42
		RC	2	43	983 - 1034		52
		L1	6	95	1035 - 1076		42
		L2	7	137	1077 - 1110		34
		L3	8	171	1111 - 1144		34
		L4	9	205	1145 - 1187		43
		M1	11	248	1188 - 1236		49
		M2	12	297	1237 - 1268		32
		M3	14	329	1269 - 1300		32
		SS	18	361	1301 - 1343		43
		SC	19	404	1344 - 1386		43
		S1	20	447	1387 - 1417		31
		S2	21	478	1418 - 1455		38
ITED/Complete	All	RT	1	1	941 - 980		40
		RC	2	41	981 - 1024		44
		LT	10	85	1025 - 1080		56
		L1	6	141	1081 - 1110		30
		M1	13	171	1111 - 1150		40
		M3	14	211	1151 - 1180		30
		SS	18	241	1181 - 1230		50
		SC	19	291	1231 - 1278		48
		ST	22	339	1279 - 1318		40

ACCOUNTABILITY DATA CODES:

Codes for Students Who Are Not Enrolled (Have Exited) before or during Testing

If the student **exits** (withdraws) from school before or during testing, code one of the following **SIS Exit Reason Codes** (01–03, 05, 07–16, 19, 21–28, and 97) in the first two columns of Block V (LEAP 21/GEE 21) or Block H (ITBS/ITED), or Block J (LAA), starting at the left:

LEAP 21	GEE 21	Iowa	LAA	Accountability Codes and Descriptions	NCLB Eligible
•	•	•	•	01 – Expelled (out of school) *	N
•	•	•	•	02 – Dropped Out *	N
•	•	•	•	03 – Illness: Student intends to return to school (long-term illness; student withdraws from school). Use Code 03 if the student has been exited from school due to extended illness and plans to return. This illness is NOT a short-term illness that requires a doctor’s letter. *	N
•	•	•	•	05 – GED Only *	N
•	•	•	•	07 – Death (of student) *	N
•	•	•	•	08 – Transferred to another public, charter or laboratory school within district *	N
•	•	•	•	09 – Transferred to another public, charter or laboratory school within Louisiana, but outside your district *	N
•	•	•	•	10 – Transferred out of state or country *	N
•	•	•	•	11 – Transferred to Adult Education *	N
•	•	•	•	12 – Transferred to correctional institution *	N
•	•	•	•	13 – Transferred to Vocational Technical School *	N
•	•	•	•	14 – Transferred to nonpublic school *	N
•	•	•	•	15 – Reassignment to another grade (changed grade of student). Use Code 15 if the school changed the grade of the student in SIS. *	N
•	•	•	•	16 – Transferred to home study/in-home private schooling *	N
•	•	•	•	19 – Exit from Non-mandatory Program *	N
•	•	•	•	21 – Transferred to State School *	N
•	•	•	•	22 – Options Program Completer: GED & Industry Based Certificate *	N
•	•	•	•	23 – Options Program Completer: GED & Locally Designed Skills Certificate *	N
•	•	•	•	24 – Options Program Completer: Industry Based Certification *	N

•	•	•	•	25 – Options Program Completer: Local Skills Certificate Only *	N
•	•	•	•	26 – Options Program Completer: Certificate of Completion *	N
•	•	•	•	27 – Exit under SBESE Academic School Choice Policy *	N
•	•	•	•	28 – Exit under SBESE Unsafe School Choice Policy *	N
•	•	•	•	97 – Unknown *	N

* To use these codes, the student must be exited from the DOE Student Information System (SIS) with the same exit code.

Codes for Students Who Are Enrolled (Have Not Exited) but Do Not Complete Testing on the Precoded Answer Document

If the student is enrolled during testing but did not complete testing for one of the following reasons, the principal must use one of the following codes (80–96 and 98):

LEAP 21	GEE 21	Iowa	LAA	Accountability Codes and Descriptions	NCLB Eligible
•	•	•	•	80 – the student does not take all of the subtests due to short-term illness or the student is absent for the entire testing cycle due to illness.**	N
•	•	•	•	81 – the student is LEP and has completed less than one full academic year in an English-speaking school. All LEP students must participate in testing.	Y
•	•	•		82 – the student receives LEAP 21, GEE 21 or The Iowa Tests precoded answer document(s) but the IEP indicates that he or she meets the eligibility requirements and participates in LAA.	N
	•			83 – a special education student receives precode materials for GEE 21 and meets the provisional eligibility requirements for Certificate of Achievement.	N
•	•			84 – the student receives LEAP 21 or GEE 21 precoded label(s) but is an <i>Options (PreGED/Skills) Program</i> student and must take ITED instead.	N
		•		85 – (ITBS only) the student took all available subtests of the braille format.	Y
•	•	•	•	86 – the student’s answer folder is not scannable, and a second answer folder was used instead. Use code 86 on the damaged answer folder.	N

	•			87 – the student receives precode materials for a GEE 21 test that they do not take according to GEE 21 Administrative Rules for Transfer Students.	N
•	•	•	•	88 – the student’s family member(s) dies.	N
•	•	•	•	89 – the student is in protective custody.	Y
•	•			90 – the student completed the entire indicated test on another answer document.	N
•	•	•	•	91 – the student used a hand-coded answer document instead of precoded document. Use code 91 on the unused precoded answer document(s) that was (were) found.	N
	•			92 – the student is in the old GEE program, <u>not</u> GEE 21.	N
•				93 – the student is an Option 2 8th grader and a label was applied to a Science/ Social Studies answer document in error. Option 2 students take only English Language Arts or Mathematics and this code also accounts for the one of these previously passed.	N
			•	94 – the student receives a precoded LAA Response Document but is tested with LEAP 21, GEE 21 or The Iowa Tests.	N
			•	95 – a high school student receives a precoded LAA Response Document and is not in the 9th, 10th or 11th grade and not in the <i>Options (PreGED/Skills) Program</i> .	N
	•			96 – the student receives precode label(s) for test(s) which they have met requirements.	N
•	•	•	•	98 – precoded materials are received for a student who was misclassified during the precode process, but the student does not need the precoded materials.	N
	•			99 – precoded materials are received for a student who was administered this test during the February Seniors Only Retest of GEE 21	N

**** Documentation Requirements for Use of an Accountability Code:**

Code 01 (Expulsion): Due process documentation supporting expulsion.

Code 02 (Dropout): Withdrawal form¹ signed and dated by an authorized representative of the school district.

Code 03 (Long-term illness): Withdrawal form¹ and letter from the doctor stating the student's first date of absence written on the doctor office's letterhead stationery and has the doctor's original signature.

Code 05 (GED): Withdrawal form¹ signed and dated by an authorized representative of the school district.

Code 07 (Student Death): Copy of the Death Certificate, obituary, or similar form

Codes 08, 09, 10, 11, 13, 14, 16, 18, and 21 (Transfers): Withdrawal form¹, request for records, or similar form completed at the time the student quits attending school in the district, and signed and dated by the parent/guardian or adult student (both signatures are not required) and an authorized representative of the school district.

Code 12 (Transfer): Written documentation from the facility in which the student is incarcerated, or a court order assigning the student to a correctional institution. A signed statement from the parent providing the name and location of the facility in which the student is incarcerated is also acceptable documentation. Other acceptable documentation is written documentation of an oral statement by the parent/guardian providing the name and location of the facility in which the student is incarcerated, signed and dated by an authorized representative of the district.

Code 15 (Reassigned grade): Document indicating the reason for the grade change

Codes 22, 23, 24, 25, and 26 (Certificates of Completion): Copy of Certificate

Codes 27 and 28 (School Choice): Request for records from attending school or copy of parental/guardian letter stating the acceptance of the choice option.

Code 80: The student will not receive a score of zero for the School Performance Score as long as he/she submits a letter from his or her doctor that:

- is written on the doctor's office letterhead stationery and has the doctor's original signature, and
- has the student's dates of absence noted as being inclusive of all testing and makeup dates.

The School Coordinator must collect the doctor's original letter from students who were absent and provide these to the District Coordinator, who will maintain these letters on file for one year.

Code 88: Copy of the Death Certificate, obituary, or similar form

Code 89: Written documentation from the law enforcement agency that has jurisdiction over the student's custody or a court order to this affect.

¹ The withdrawal form should indicate either where the family is moving, the name of the school the student will be attending, or that the student will be home schooled. An original signature is not required on withdrawal forms received in the district by fax. Withdrawal forms received by e-mail do not need to be signed by the parent/guardian or adult student.

Additional Notes:

LEAP 21/GEE 21 only: If a test booklet and/or precoded answer document is torn, soiled or not able to be scanned for some reason, the test administrator will contact the School Test Coordinator, who will notify the District Test Coordinator. The District Test Coordinator will affix a blue “Unscorable Document Label” to the answer document. The DTC will keep on file for one year documentation about why the answer document was not scannable.

All students in accountability option schools must be coded to their home-based school using the school site code. For accountability purposes, a *home-based school* is defined as the school where the student would have been enrolled if he/she had never enrolled in the accountability option school.

The **NCLB Eligible** column to the right of each Accountability Code Description indicates if a student’s unused answer document with that accountability code provided by the principal will be considered an eligible student in the NCLB Participation pool for the school. A “Y” indicates the student is a part of the pool and an “N” indicates the student is not in the pool. The effect of the “Y” is the student will be considered a non-participant for NCLB purposes. The “N” means there is no effect whatsoever for NCLB purposes.

If any other unusual situations arise, the District Test Coordinator should contact the LDE for additional assistance.

Appendix D

Column Locations for Test Scores

	Key	Raw Score		Standard Score		National Percentile Rank		NCE		National Stanine	
		Start	End	Start	End	Start	End	Start	End	Start	End
Slot 1	RV	413	414	473	475	563	564	623	624	683	683
Slot 2	RC	415	416	476	478	565	566	625	626	684	684
Slot 3	RT	417	418	479	481	567	568	627	628	685	685
Slot 4	WA	419	420	482	484	569	570	629	630	686	686
Slot 5	Li	421	422	485	487	571	572	631	632	687	687
Slot 6	L-1	423	424	488	490	573	574	633	634	688	688
Slot 7	L-2	425	426	491	493	575	576	635	636	689	689
Slot 8	L-3	427	428	494	496	577	578	637	638	690	690
Slot 9	L-4	429	430	497	499	579	580	639	640	691	691
Slot 10	LT or L	431	432	500	502	581	582	641	642	692	692
Slot 11	M-1	433	434	503	505	583	584	643	644	693	693
Slot 12	M-2	435	436	506	508	585	586	645	646	694	694
Slot 13	MT-	437	438	509	511	587	588	647	648	695	695
Slot 14	M-3	439	440	512	514	589	590	649	650	696	696
Slot 15	MT+/M	441	442	515	517	591	592	651	652	697	697
Slot 16	CT-	443	444	518	520	593	594	653	654	698	698
Slot 17	CT+	445	446	521	523	595	596	655	656	699	699
Slot 18	SS	447	448	524	526	597	598	657	658	700	700
Slot 19	SC	449	450	527	529	599	600	659	660	701	701
Slot 20	S-1	451	452	530	532	601	602	661	662	702	702
Slot 21	S-2	453	454	533	535	603	604	663	664	703	703
Slot 22	ST	455	456	536	538	605	606	665	666	704	704
Slot 23	CC-	457	458	539	541	607	608	667	668	705	705
Slot 24	CC+	459	460	542	544	609	610	669	670	706	706
Slot 25		461	462	545	547	611	612	671	672	707	707
Slot 26		463	464	548	550	613	614	673	674	708	708
Slot 27		465	466	551	553	615	616	675	676	709	709
Slot 28		467	468	554	556	617	618	677	678	710	710
Slot 29		469	470	557	559	619	620	679	680	711	711
Slot 30		471	472	560	562	621	622	681	682	712	712