



**Kentucky Department of Education Exceeding 1.0% Alternate Assessment Participation (21-22 SY)  
Justification Requirements Form**

Under the Every Student Succeeds Act (ESSA), states must require districts that assess more than 1.0% of its assessed students in any subject with an alternate assessment aligned with alternate achievement standards (AA-AAAS) to submit information to the Kentucky Department of Education (KDE) justifying the need to exceed the 1.0% threshold. Do not submit any personally identifiable information with this justification.

**Email:**

**District Name:**

**Name of Person Completing Form:**

**Role of Person Completing Form:**

**Special Education Regional Technical Assistance Center:**

1. How has the district ensured all Admissions and Release Committees (ARC) are using the participation guidelines correctly to make assessment participation decisions?
2. Do district staff have questions about specific participation criteria or areas of the eligibility guidelines?
  - a. Yes
  - b. No

Please specify questions the district has about specific participation criteria or areas of the eligibility guidelines.

3. Do district staff need additional training from the Special Education Regional Technical Assistance Center (SERTAC)?
  - a. Yes
  - b. No

Please specify training on specific participation criteria or areas of eligibility guidelines needed.

4. How does the district document that all district ARC members (ARC chairpersons, administrators, special education teachers, etc.), who are involved in making decisions regarding participation in the Alternate Kentucky Summative Assessment, have completed the alternate assessment participation guideline training?

**For the following questions, please identify any factors justifying your district exceeding 1.0% of your student population participating in the AA-AAAS.**

5. Do ARC members use the participation guidelines effectively to determine whether a student has a significant cognitive disability?

Please explain what additional knowledge the ARC may need training on to use the participation guidelines effectively. Please be specific.

6. Do ARC members in the district understand how to gather and analyze data when making the decision for determining whether a student is eligible to participate in the alternate assessment?
  - a. Yes
  - b. No

Please explain specifically what areas of data gathering and analysis the ARC may need training.

7. Small district sizes may result in a greater impact on participation rates. Is your district participation rate impacted by an overall small student population size? (Example: district size is 180 students with 2 students with significant cognitive disabilities will result in a higher than 1.0% participation rate).
  - a. Yes
  - b. No

Please indicate the total district population, total number of students who will participate in the alternate assessment and percentage of students who will participate in the alternate assessment.

8. Does the district include school, community or health programs that draw large numbers of students with the most significant cognitive disabilities?
  - a. Yes
  - b. No

Please list specific schools, communities or health programs that draw large numbers of students with the most significant cognitive disabilities to your district.

9. Are there other reasons why your district has more than 1.0% of students eligible for the alternate assessment?
  - a. Yes
  - b. No

Please describe the other reasons why your district has more than 1.0% of students eligible for the alternate assessment.

10. Has the district reviewed and analyzed data (data examples: disability category, Learner Characteristics Inventory, English Learner, communication status) on students eligible for the alternate assessment?

Please provide an analysis of the data reviewed and analyzed.

Does the district data show disproportionality in specific groups of students taking alternate assessments? If so, please describe how your district plans to address this.

11. How does the district monitor eligibility for students to participate in AA-AAAS?
- a. Review of student due process folders for all students eligible to participate in the AA-AAAS.
  - b. DoSE meets/consults and/or participates in ARCs on all AA-AAAS participation determinations.
  - c. Monthly meetings/PLCs to review student progress data to determine continued AA-AAAS participation eligibility.
  - d. District and school-level administrators monitor AA-AAAS eligibility determinations through Infinite Campus reports.
  - e. Other (please describe below)

If "Other" was selected for Question 12, please describe how the district monitors eligibility for students to participate in AA-AAAS.

12. What additional training or guidance is needed for your district to improve the alternate assessment participation decision-making process? (Example: specific guidance for parents, training on excessive modifications).