

GOSA Audit Processes

Brian Delgado and Monica Flamini
Policy, Research & Evaluation

GaDOE 2019-2020 Data Conference
Wednesday, August 20, 2019



**Governor's Office of
Student Achievement**

Overview

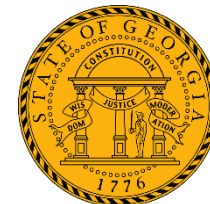
Purpose of Audits

Withdrawal Code Verification Audit

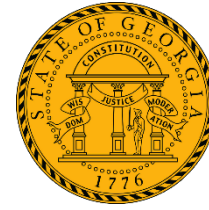
Enrollment Verification Audit

Assessment Audit

Questions



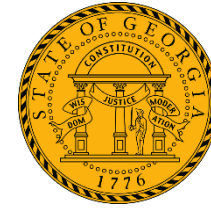
Audit Statutes



Governor's Office of
Student Achievement

- O.C.G.A § 20-14-26 calls for the Governor's Office of Student Achievement (GOSA) audit schools for verification, research, etc. related to performance and accountability.
- O.C.G.A § 20-14-35 calls for GOSA to inspect academic records of schools to ensure that education institutions are faithful to performance accountability requirements.
- O.C.G.A § 20-14-36 calls for GOSA to recommend and the State Board of Education adopt written procedures for audits.

Withdrawal Code Verification Audit



Governor's Office of
Student Achievement

School Selection

District Notification

Initial Audit Process

GOSA Response

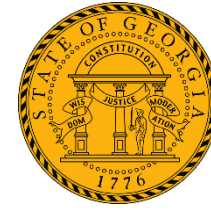
Comment Window

Audit Closeout

Audited Withdrawal Codes:

- C – Court or legal
- D – Death
- H – Attend home study
- J – Transferred out-of-country
- K – Transferred to a private school
- N – Transferred to a Department of Defense School
- X – Transferred out of state
- 2 – Title I School Choice transfer
- 3 – Unsafe School Choice Option transfer
- 5 – Not subject to compulsory attendance

Withdrawal Code Verification Audit



Governor's Office of
Student Achievement

School Selection

District Notification

Initial Audit Process

GOSA Response

Comment Window

Audit Closeout

Grade level cohorts for which the percent of audited codes is more than two standard deviations above the mean.

- Only includes grade 9-12 cohorts
- Only includes cohorts of 10+ students
- Minimum 20 schools

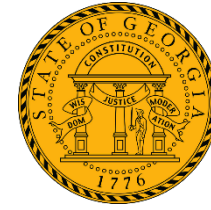
Random Selection

- 2% of total number of high schools

Exemptions

- School with a reason for high incidence of a particular code may be exempt after two years of successful audits

Withdrawal Code Verification Audit



Governor's Office of Student Achievement

School Selection

District Notification

Initial Audit Process

GOSA Response

Comment Window

Audit Closeout

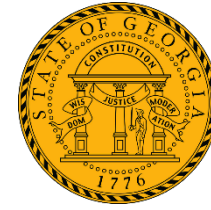
GOSA notifies superintendent of audit via email:

- Selected schools
 - Grade(s) of interest*
 - Enrollment in grade(s) of interest
 - Withdrawals in grade(s) of interest
 - Sample size for requested documentation
- *All grades if randomly selected

Audit Contact

- Superintendent designates a staff member to complete the audit for their district (usually student information system coordinator)

Withdrawal Code Verification Audit



Governor's Office of
Student Achievement

School Selection

District Notification

Initial Audit Process

GOSA Response

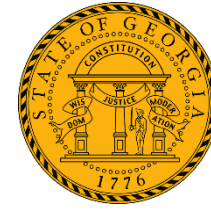
Comment Window

Audit Closeout

Through GOSA's secure file transfer protocol (FTP) site:

- GOSA sends sample of student Georgia Testing Identification Numbers (GTIDs), list of acceptable documentation for each code
- Audit contact completes audit cover sheet
- Audit contact uploads appropriate documentation for each selected student

Withdrawal Code Verification Audit



Governor's Office of
Student Achievement

School Selection

District Notification

Initial Audit Process

GOSA Response

Comment Window

Audit Closeout

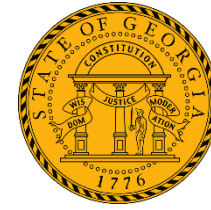
If all documentation is acceptable:

- Confirmation that no further action is needed

If documentation is incorrect/missing:

- Opportunity to send correct documentation
- Request to submit understanding of proper code use an implementation plan
- Corrective action plan to address affected students
- Referral to Georgia Professional Standards Commission, Inspector General, or other appropriate agency

Withdrawal Code Verification Audit



Governor's Office of
Student Achievement

School Selection

District Notification

Initial Audit Process

GOSA Response

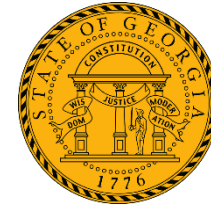
Comment Window

Audit Closeout

GOSA sends embargoed draft of report to superintendent and audit contact:

- Can be shared with principal, other relevant leadership; do NOT release more broadly
- Per State Board of Education (SBOE) Rule 160-7-1-.01, districts have 30-days to comment (comment is not required)
- GOSA may include, but is not required to include, comments in final report

Withdrawal Code Verification Audit



Governor's Office of
Student Achievement

School Selection

District Notification

Initial Audit Process

GOSA Response

Comment Window

Audit Closeout

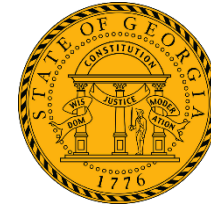
GOSA will notify superintendents, audit contacts of audit closeout at the end of the comment window:

- Link to published report on GOSA website
- Optional survey on audit process

GOSA shares report to appropriate state personnel:

- GaDOE Data Collections & Accountability
- Georgia SBOE

Withdrawal Code Verification Audit



Governor's Office of
Student Achievement

School Selection

District Notification

Initial Audit Process

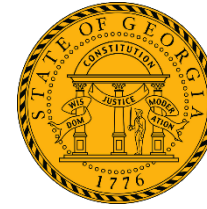
GOSA Response

Comment Window

Audit Closeout

**Questions about the
Withdrawal Code Verification Audit**

Enrollment Verification Audit



Governor's Office of
Student Achievement

School Selection

District Notification

Initial Audit Process

GOSA Response

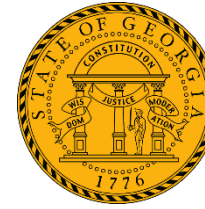
Comment Window

Audit Closeout

Error Codes between Student Class/Student Record submissions and Full Time Equivalent (FTE) that can impact funding:

- Student enrollment
- Special education enrollment
- Gifted student enrollment
- Dual Enrollment
- Early Intervention Program (EIP)
- Remedial education

Enrollment Verification Audit



Governor's Office of
Student Achievement

School Selection

District Notification

Initial Audit Process

GOSA Response

Comment Window

Audit Closeout

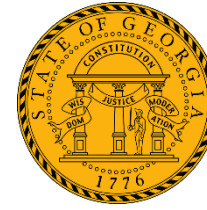
GOSA selects schools that meet one or both of the following criteria:

- Total number of audited errors is more than two standard deviations above the mean of total errors for all schools
- Incidence of any single error code is more than two standard deviations above the mean of the maximum number of errors for a single code at each school

Exemptions

- Schools may expect a certain error based on memoranda of understanding, etc. found in previous audits

Enrollment Verification Audit



Governor's Office of
Student Achievement

School Selection

District Notification

Initial Audit Process

GOSA Response

Comment Window

Audit Closeout

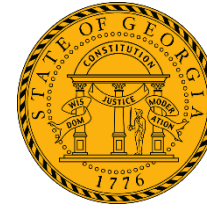
GOSA notifies superintendent of audit via email:

- Selected schools
- Flagged error code(s)
- Sample size for requested explanations

Audit Contact

- Superintendent designates a staff member to complete the audit for their district (usually student information system coordinator)

Enrollment Verification Audit



Governor's Office of
Student Achievement

School Selection

District Notification

Initial Audit Process

GOSA Response

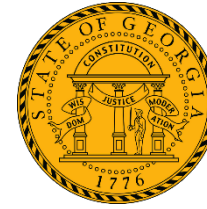
Comment Window

Audit Closeout

Through GOSA's secure file transfer protocol (FTP) site:

- GOSA sends a worksheet asking questions about the error(s) for each sampled GTID:
 - Whether or not student received reported services
 - Reason for error
 - Why error could not be corrected before data submission
- Audit contact completes audit worksheet

Enrollment Verification Audit



Governor's Office of
Student Achievement

School Selection

District Notification

Initial Audit Process

GOSA Response

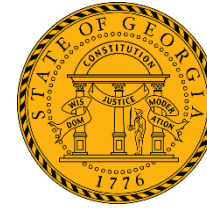
Comment Window

Audit Closeout

After reviewing audit worksheet, GOSA may:

- Confirm that no further action is needed
- Request additional information or documentation
- Request a corrective action plan
- Recommend that SBOE pursue mechanism to recoup funds
- Refer school to Georgia Professional Standards Commission, Inspector General, or other appropriate agency

Enrollment Verification Audit



Governor's Office of
Student Achievement

School Selection

District Notification

Initial Audit Process

GOSA Response

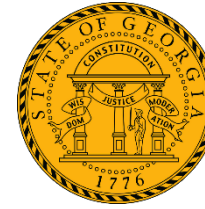
Comment Window

Audit Closeout

GOSA sends embargoed draft of report to superintendent and audit contact:

- Can be shared with principal, other relevant leadership; do NOT release more broadly
- Per State Board of Education (SBOE) Rule 160-7-1-.01, districts have 30-days to comment (comment is not required)
- GOSA may include, but is not required to include, comments in final report

Enrollment Verification Audit



Governor's Office of
Student Achievement

School Selection

District Notification

Initial Audit Process

GOSA Response

Comment Window

Audit Closeout

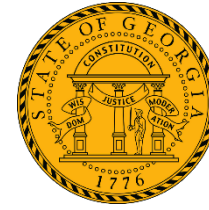
GOSA will notify superintendents, audit contacts of audit closeout at the end of the comment window:

- Link to published report on GOSA website
- Optional survey on audit process

GOSA shares report to appropriate state personnel:

- GaDOE Data Collections & Accountability
- Georgia SBOE

Enrollment Verification Audit



Governor's Office of
Student Achievement

School Selection

District Notification

Initial Audit Process

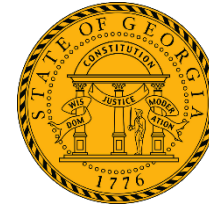
GOSA Response

Comment Window

Audit Closeout

**Questions about the
Enrollment Verification Audit**

Assessment Audit



Governor's Office of
Student Achievement

School Selection

District Notification

Inquiry Form

Test Monitoring

GOSA Response

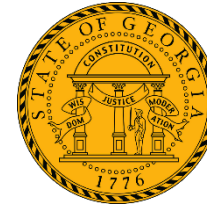
Comment Window

Audit Closeout

Schools with two or more of the following flags:

- Answer Change (Wrong-to-Right)
- Unusual Response Pattern
- Gain Score
- Response Time

Assessment Audit



Governor's Office of
Student Achievement

School Selection

District Notification

Inquiry Form

Test Monitoring

GOSA Response

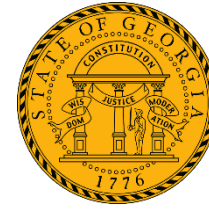
Comment Window

Audit Closeout

Schools with two or more of the following flags:

- **Answer Change (Wrong-to-Right)**
 - 5%+ classrooms with $z \geq 4.0$ (EOGs) or $z \geq 5.0$ (EOGs)
 - 1+ classroom with $z \geq 7.0$
- **Unusual Response Pattern**
 - 2+ testing groups in the 95th percentile or higher
- **Gain Score**
 - 1+ classroom with outlier score ≥ 10
- **Response Time**
 - 30%+ classrooms with $-4.0 \geq z \geq 4.0$ (EOGs) or $-5.0 \geq z \geq 5.0$ (EOGs)
 - 1+ classroom with $-7.0 \geq z \geq 7.0$

Assessment Audit



Governor's Office of
Student Achievement

School Selection

District Notification

Inquiry Form

Test Monitoring

GOSA Response

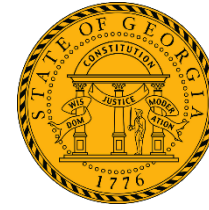
Comment Window

Audit Closeout

GOSA will also include in the audit:

- State Charter Schools Commission (SCSC) schools that opened in the most recent two school years
- Schools requiring further monitoring based on previous audits

Assessment Audit



Governor's Office of
Student Achievement

School Selection

District Notification

Inquiry Form

Test Monitoring

GOSA Response

Comment Window

Audit Closeout

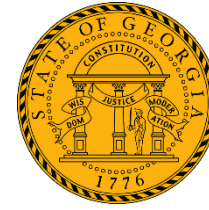
GOSA notifies superintendent of audit via email:

- Flagged schools
- Flags received/number of flags

Audit Contact

- Superintendent designates a staff member to complete the Inquiry Form and/or coordinate with school-level staff to complete the Inquiry Form (usually district testing coordinator)

Assessment Audit



Governor's Office of
Student Achievement

School Selection

District Notification

Inquiry Form

Test Monitoring

GOSA Response

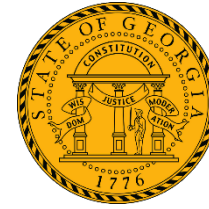
Comment Window

Audit Closeout

Each flagged school completes an inquiry form online:

- Information about previous year's administration
- Administration plan for upcoming Spring administration

Assessment Audit



Governor's Office of
Student Achievement

School Selection

District Notification

Inquiry Form

Test Monitoring

GOSA Response

Comment Window

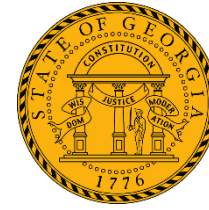
Audit Closeout

After reviewing Inquiry Form submissions, GOSA selects schools for test monitoring visits during Georgia Milestones Spring Administration:

- Number of flags
- Inquiry form responses
- Random selection
- New SCSC schools
- Schools requiring further monitoring from previous audits

GOSA does not tell schools in advance if the school was selected for monitoring or which day monitoring will occur.

Assessment Audit



Governor's Office of
Student Achievement

School Selection

District Notification

Inquiry Form

Test Monitoring

GOSA Response

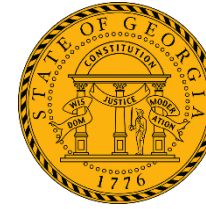
Comment Window

Audit Closeout

On test monitoring visits, GOSA staff observes the test coordinator and testing rooms from hallway:

- Secure materials check-in and check-out
- Proper testing environment and conditions
- Proper administration of accommodations

Assessment Audit



Governor's Office of
Student Achievement

School Selection

District Notification

Inquiry Form

Test Monitoring

GOSA Response

Comment Window

Audit Closeout

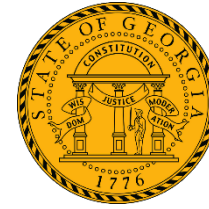
If there are no issues observed on the Inquiry Form or during Test Monitoring:

- Confirmation that no further action is needed

If there are issues, GOSA may pursue one or more of the following actions:

- Reporting issue to GaDOE for investigation
- Refer school to Georgia Professional Standards Commission, Inspector General, or other appropriate agency

Assessment Audit



Governor's Office of
Student Achievement

School Selection

District Notification

Inquiry Form

Test Monitoring

GOSA Response

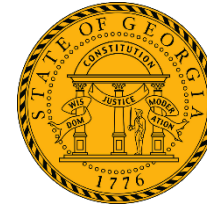
Comment Window

Audit Closeout

GOSA sends embargoed draft of report to superintendent and the test coordinators for the district and school:

- Can be shared with principal, other relevant leadership; do NOT release more broadly
- Per State Board of Education (SBOE) Rule 160-7-1-.01, districts have 30-days to comment (comment is not required)
- GOSA may include, but is not required to include, comments in final report

Assessment Audit



Governor's Office of
Student Achievement

School Selection

District Notification

Inquiry Form

Test Monitoring

GOSA Response

Comment Window

Audit Closeout

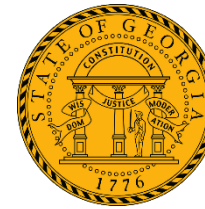
GOSA will notify superintendents, audit contacts of audit closeout at the end of the comment window:

- Link to published report on GOSA website
- Optional survey on audit process

GOSA shares report to appropriate state personnel:

- GaDOE Data Collections & Accountability
- Georgia SBOE

Assessment Audit



Governor's Office of
Student Achievement

School Selection

District Notification

Inquiry Form

Test Monitoring

GOSA Response

Comment Window

Audit Closeout

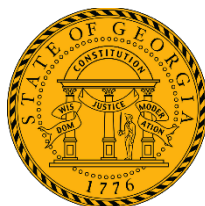
**Questions about the
Assessment Audit or other audits**

More Information

- gosa.georgia.gov/academic-auditing
- Brian Delgado, Senior Policy & Research Analyst
Assessment Audit
brian.delgado@gosa.ga.gov
(404) 821-8640
- Monica Flamini, Policy & Research Analyst
Withdrawal Code & Enrollment Verification Audits
monica.flamini@gosa.ga.gov
(404) 463-1150



GOSA.ga.gov



**Governor's Office of
Student Achievement**



@GOSA_GA