

## MEMORANDUM

To: Superintendents and Principals  
From: Dr. John Keller, Chief Technology Officer  
Date: June, 19 2020  
Re: House Enrolled Act (HEA) 1066 – Various Education Matters (4 of 5)

### **Background:**

House Enrolled Act 1066 (2020) addressed various education matters including the implementation of a new reporting requirement for the Indiana Department of Education (IDOE) beginning in December 2020. This new report will provide the public with information about the relationship between Average Daily Membership (ADM) funding and course completion. Specifically, IDOE must prepare a report for the 2019-2020 school year by Dec. 1, 2020 for each school corporation, charter, and choice school detailing fall and spring ADM, enrollment numbers, the number of students participating in the statewide assessment, and the number of students enrolled in the school that are 20 years of age or older.

### **Guidance:**

There are several actions schools can take to prepare for the publication of this report.

- Ensure all of the “C” collections are submitted to IDOE on time and free of errors. They are due to IDOE by June 30. This set of three data collections links staff to students and students to courses. Earlier this year, IDOE released updated guidance for completing the “C” collections. The guidance is available on the IDOE web site by visiting: <https://www.doe.in.gov/it/data-trainings>.
- Review the draft report IDOE will share with each school during June 2020. This report will be based only on Period 1 (Fall ADM 2019-2020 school year) and first semester (2019-2020 school year) course completion data but it should provide each school with a sense of what the final report will look like when it is published in December 2020 (assuming Period 2 data is similar to Period 1).
- Review the student records for any student for which your school received tuition support, choice scholarship, or adult learner funds (ADM) but did not report course completion records. While student mobility scenarios can certainly explain such a situation, the patterns in these data are the focus of this report and should be well-understood by school leadership.

Ideally, the report will show a strong relationship between tuition support and course completion for each school. Course completion data is being measured as an output against the input of tuition support.

This bill was authored by Representative Jeffery Thompson. The full bill text can be found [here](#). Information regarding how to contact your legislators can be found [here](#).