



State of New Jersey
DEPARTMENT OF EDUCATION
PO Box 500
TRENTON, NJ 08625-0500

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

DAVID C. HESPE
Commissioner

March 17, 2015

TO: Chief School Administrators
Charter School Lead Persons
High School Principals
District Test Coordinators

FROM: Kimberley Harrington
Chief Academic Officer
Division of Academics

SUBJECT: 2015 Alternative High School Assessment (AHSA) Appeals Process

The 2015 *Alternative High School Assessment* (AHSA) appeals will be accepted from **Monday, June 1, 2015 through Monday, June 8, 2015**. If your district's high school graduation is scheduled during the week of June 8, 2015, please plan to have all of your AHSA Appeals arrive in this office *no later than Monday, June 1, 2015*.

School districts should submit appeals for students who expect to graduate in June or the summer of 2015 and have not demonstrated proficiency on the *Language Arts Literacy* (LAL) and/or the *Mathematics* sections of the *High School Proficiency Assessment* (HSPA) and/or AHSA, but can demonstrate proficiency through work samples as well as performance on other assessments. Similarly, school districts should submit appeals for students from the graduating classes of 2010, 2011, 2012, 2013, or 2014, who have met all local graduation requirements, but who still need to pass the New Jersey graduation assessment requirements.

- The **March 2015 HSPA All Sections Rosters** will be posted on **Friday, May 15, 2015**.
- The **Second AHSA (March/April 2015) Score E-reports** and the **March 2015 HSPA Cycle I Reports for Mathematics and LAL** will be posted on **Friday, May 29, 2015**.

The Cycle I Reports provide the state and students' Cluster Points (JPMs). If the student's JPMs match/exceed the state's JPMs in mathematics and/or LAL cluster(s), then the student has passed that cluster(s). Please review the HSPA and AHSA score reports before mailing your AHSA appeals.

The AHSA appeal decisions will be sent to the district via email. To ensure no delay in decision-making, each student's appeal must include the following:

- A completed *Cover Sheet for AHSA appeals*;
- A completed *2015 Baseline Data Form*;
 - ❖ The *Baseline Data Form* provides districts with the JPMs for each HSPA cluster since March 2011 as well as the passing scores for each AHSA cluster.
- *Educational Proficiency Plan (EPP)* and;
- **Two (2) student graded work samples for each cluster being appealed.**

- ❖ The student's graded work samples must clearly demonstrate a level of proficiency consistent with the HSPA/AHSA.
 - If you have questions regarding what "suitable" student graded work samples are, please contact Mrs. Iman AQuddus, Manager, New Jersey Amistad Commission, Division of Academics at AHSAAppeals@doe.state.nj.us.

Also, if the district is submitting both a Mathematics and a LAL AHSA appeal for a single student, please place both content appeals into a single folder.

AHSA appeals can be mailed to:

Dr. Faye Ball, AHSA Coordinator
Office of Assessments
New Jersey Department of Education
P.O. Box 500
Trenton, New Jersey 08625-0500

Or AHSA appeals may be hand carried or delivered by a carrier to:

New Jersey Department of Education
Building 100, Riverview Plaza, Route 29
Trenton, New Jersey 08625

Districts will be notified of their AHSA appeals decision(s) via email. If you have any questions or concerns regarding the AHSA appeals decision-making process, please contact Mrs. Iman AQuddus, Manager, New Jersey Amistad Commission, Division of Academics at 609-984-6428 or AHSAAppeals@doe.state.nj.us.

Thank you.

TS/SJW/AQ/fafb/AHSA EPP.doc.

Attachments

c: Members, State Board of Education
Commissioner David C. Hespe
Senior Staff
Stephanie James Wilson
Peggy McDonald
Harold Lee
Jeffrey Hauger
Mary Jane Kurabinski
Meghan Snow
Iman AQuddus
Executive County Superintendents
Executive Directors for Regional Achievement Centers
Executive County Business Officials
County Test Coordinators
NJ LEE Group
Garden State Coalition of Schools