

*Daily, year-round data certification helps to: reinforce standards, spread the workload out over time, and make high levels of data quality easy to sustain.*

### What does your data say about your district?

Your data reflects your district's academic performance, funding requirements and compliance with state and federal mandates. At the same time, inaccurate or incomplete data can cause your district to be penalized or audited, and lose out on necessary funding.

- How well does your district comply with state and federal mandates?
- Are you receiving all the state and federal funding that your district is entitled to?
- Can you measure and monitor the quality of your district's data on an ongoing basis?
- Do you have confidence in your data?

School districts across the nation are challenged by the need to maintain accurate, complete and timely information for data reporting and policy compliance.

To help meet this challenge, Certica Solutions is dedicated to helping K-12 school districts validate, monitor and report on the quality of their data – a process that Certica calls “data certification.”

### Certify: K-12 Data Certification Software

Certica's web-based data certification software, called Certify™, provides districts with an automated, daily data certification process. The software helps to engage schools in keeping data clean, by giving them a simple, informative way to review data issues, and removing the time pressure schools face prior to data submission time.

Certify also generates compliance alerts by identifying patterns, exceptions and inconsistencies in district data. These alerts – or early warnings – give districts a chance to perform interventions, make policy changes, or otherwise remedy situations that may be putting the district at risk of non-compliance.

Certify's capabilities include:

#### ■ **DAILY CERTIFICATION**

Automated, scheduled, daily certification of district databases for a battery of complex data quality, compliance and accountability concerns, such as:

- ▶ **State Reporting:** Certify provides assurance that your district meets with state data reporting standards, at any point during the year. Certify examines both state data submissions as well as administrative system databases (e.g., student systems, finance and human resource systems, special education systems).
- ▶ **Performance Indicators:** Certify provides daily alerts to situations that may put your schools over – or under – thresholds for compliance and funding, such as Adequate Yearly Progress (AYP) and Annual Measurable Objectives (AMO).
- ▶ **Dropout and Graduation Rate:** Certify identifies patterns of attendance and course credits that point to students who are at risk of dropping out and may be in need of intervention services, and provides alerts as soon as these patterns are detected.
- ▶ **Discipline:** Certify identifies disciplinary incidents that are improperly reported or documented; and disciplinary actions that do not meet state standards.
- ▶ **Attendance:** Certify helps to ensure that students are properly accounted for in the district's Average Daily Attendance (ADA), a measurement often tied to funding.
- ▶ **Special Education:** Certify gives your district confidence that you are receiving the maximum state aid for special education programs, by ensuring accurate and complete documentation and reporting.
- ▶ **English Language Learning:** Certify verifies the alignment of all facets of ELL programs, including eligibility criteria, entrance and exit dates, and testing information.

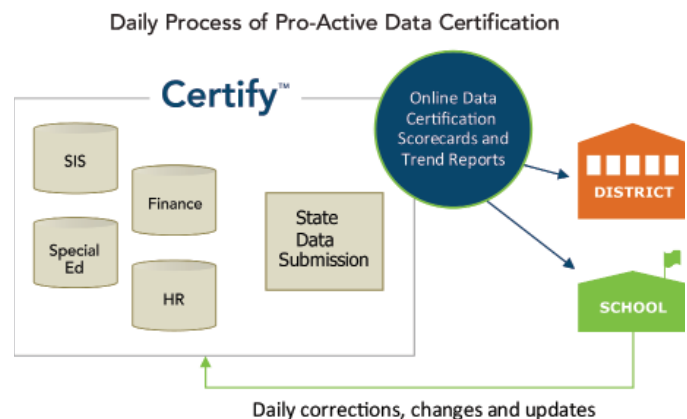
- ▶ **Teacher Certification:** Certify alerts districts to teachers who may not have the appropriate certification for courses that they're assigned to teach.

#### ■ **PERSONALIZED SCORECARDS**

Daily, online data certification scorecards, personalized for each school administrator or program coordinator, displaying school-specific and department-specific data certification results.

#### ■ **DATA CERTIFICATION SCORE**

A proprietary data certification score, represented as a percentage, which reflects the accuracy and completeness of the data being reported to a specific user. The data certification score provides a useful benchmark for users to track how the quality of their data is either improving or degrading over time, as well as how the quality of their data compares to that of their peers in other schools.



#### ■ **DETAILED RESULTS**

Student-level and school-level data anomalies and alerts, which allow school personnel to make expedient corrections in administrative systems or take appropriate action when an alert has been generated.

#### ■ **FLEXIBLE RULES**

Data certification rules that are easy for districts to configure and maintain – but, most importantly for schools – that can be annotated with explicit instruc-

tions to school personnel about how to remedy data problems, cutting down on the need for constant re-training and support.

#### ■ **TREND REPORTS**

Trend reports which allow department directors and cabinet-level staff to view the trend of data quality metrics, across the district, and monitor accountability with data improvement initiatives.

### **How is this Different from Your State's Data Validation?**

#### **With Certify, your district can:**

- Certify all the data in all your critical databases: student information, finance, special education, human resources and other systems – not just your data submission extracts.
- Ensure the quality of your data every day – not just at submission time. Daily, year-round attention to data accuracy will help to: reinforce standards, spread the workload out over time, and make high levels of data quality easy to monitor and sustain.
- Empower schools to manage their own data verification and clean-up process – with daily, online data certification scorecards that give them a detailed view of the data errors for their individual schools.
- Get early warning about your district's ability to meet state-established benchmarks, so you're not just notified after the fact.
- Reduce the time your technology department spends training, emailing and supporting schools, especially as state data standards change.

### **About Certica Solutions, Inc.**

Certica Solutions provides compliance and accountability solutions for the K-12 education system. The company's data certification software, called Certify, enables education agencies to maximize funding, optimize regulatory reporting, and ensure compliance with education policies and mandates. Founded in 2001, Certica counts among its customers several state departments of education, educational service agencies, and numerous school districts nationwide. More information can be found at [www.CerticaSolutions.com](http://www.CerticaSolutions.com).