

Executive Numbered Memo: 004-2014-15 Division 22 Assurances 2014-2015

To: District Superintendents

RE: 2014-2015 Division 22 Standards Assurances

By January 15 of each year, school district superintendents are required by OAR 581-022-1610 Operating Policies and Procedures to report to their communities the district's standing with respect to all of the Standards for Public Elementary and Secondary Schools as set out in Oregon Administrative Rules Chapter 581, Division 22. Following that report, districts are asked to complete and return the annual Elementary and Secondary Schools Assurance Form.

The required Assurance Form has been changed from last year. As part of the Oregon Department of Education's mandate relief efforts, districts will report their compliance to all Division 22 Standards every third year. In intervening years, districts will report more specific information with regards to Division 22 Standards selected by ODE leadership. For 2014-2015, districts will provide information about five standards:

- a. OAR 581-022-1134 - Modified Diploma
- b. OAR 581-022-1140 - Equal Educational Opportunities
- c. OAR 581-022-1620 - Instructional Hours
- d. OAR 581-022-1723 - Teacher and Administrator Evaluation and Support
- e. OAR 581-022-1941 - Complaint Policy

Even though districts are providing information on only five of the Division 22 standards, they are still expected to comply with all Division 22 standards.

For the 2014-2015 school year, districts will complete a fillable document Assurance Form that will be electronically uploaded into the Indistar system. The form is available from the Indistar system at www.indistar.org. The deadline for submission of the form is February 13, 2015.

To complete the Assurances process, districts must certify two things:

- **First**, that the district's annual report was presented to the community as required. Please include with the completed Assurance Form, evidence, such as board minutes or a newspaper article, documenting that the report was made to the community.
- **Second**, districts must be able to certify on the 2014-2015 Assurance Form that they are/are not in compliance with the selected rules from OAR chapter 581, Division 22 Standards for Public Elementary and Secondary Schools. If your district is not in compliance with any of the selected rules, please identify the rule(s) and attach documents that describe the district's process to come back into compliance with the rule(s).