

Projected Bottom 25 Percent Student Group Identification Guide

January 2024

Tennessee's school letter grade system includes a TVAAS Composite for all subjects based on the students whose achievement is the bottom 25 percent in the school for a given subject/grade or course ("Growth25"). The method for identifying which students are in the bottom 25 percent is described in the [school letter grade protocol](#). It is important to understand that this identification method leverages student information from the most recent year, including student assessment scores and enrollment data. As a result, it is not possible to identify *with certainty* which students will be in Growth25 for a given school year during the actual school year.

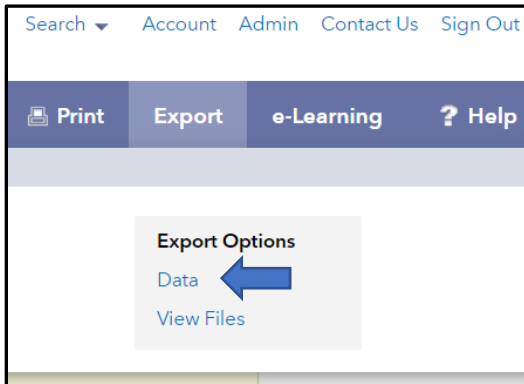
It is possible to identify students who are *likely* to be in Growth25 based on their prior achievement using TVAAS student projections for a given assessment. If a district or school plans to use student projections to estimate which students could be included in Growth25, the following caveats should be considered:

- Growth25 only includes students who spent at least 50 percent of the school year enrolled at the school, so some currently enrolled students who are the bottom 25 percent based on TVAAS achievement at a school are not eligible to be included in the school's Growth25 calculation.
- The TVAAS web application regularly updates student data to reflect the schools where students are currently connected, but this list can vary from the students who have spent at least 50 percent of the school year at a given school due to student mobility.
- Students must have the necessary data to be considered for selection in Growth25. If the students do not have the necessary data, then they cannot be included in Growth25. For example, students must have a current year and an immediate-prior year score in the selected subject for math and ELA assessments in 4-8 (gain model), and a student who does not have a current year score in the selected subject would not be considered for selection in Growth25. Similarly, a student who does not have an expected score for Science, Social Studies and EOC assessments (predictive model) would not be considered for selection in Growth25. See the [school letter grade protocol](#) for more detail on the necessary data and selection.
- Both of the Growth 25 selection methods (for the gain and predictive models) use different calculations than the projection model. This is particularly evident in the gain model because it uses an average of the current and prior year score of the selected subject whereas the projection uses all available test scores to estimate a student's likely achievement. It is also true in the predictive model because it uses a different cohort of students than the projection model to establish students' expected scores.
- Some students might not have enough prior test scores to receive a projection for a given assessment, but they will meet the criteria for the Growth25 calculation. For example, an eighth-grade student who has only ELA scores in seventh and eighth grades will *not* receive a projection because there are not three prior test scores, but that student does have a current and immediate prior year score in the selected subject, which is required for the Growth25 calculation.
- For the gain model, students who have repeated a grade will not be included in the Growth25 calculation because they do not have a prior test score in the immediate prior grade.

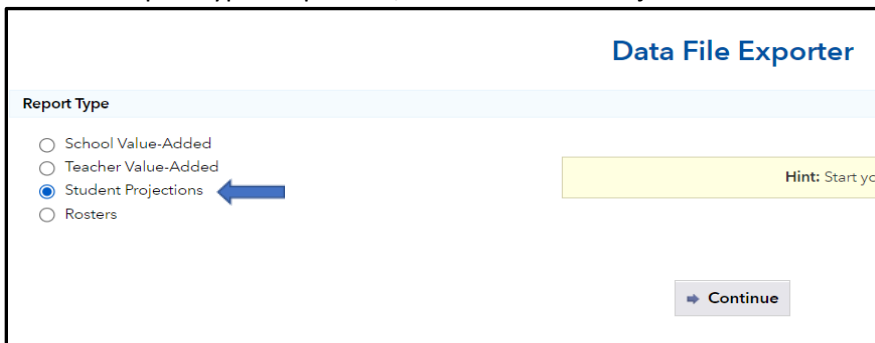
Given the caveats above, districts and schools using projections to project the bottom 25 percent might want to set a *higher* threshold than just the bottom 25 percent of students in projected achievement for a given assessment (e.g., the bottom 33 percent) as well as consider which of their students currently enrolled that do not have a projection.

In the following section, a step-by-step guide is provided to help identify projected bottom 25 percent student group based on the projected probabilities:

1. Go to TVAAS.SAS.com and select “Log In.”
2. Log in with school admin credentials.
3. Once logged in to the TVAAS site, select “Export” in the blue bar at the top of the screen and then choose “Data” from the drop-down menu.



4. From the report type drop-down, select “Student Projections” from the list and select “Continue.”



5. Under “Data Formats,” select “.csv (comma-separated values).”
6. Under “Districts/Schools,” be sure your school is listed and selected. ***Note:** This should default to your school based on your login credentials.

7. Ensure “Report based on enrolled data” is selected.

The screenshot shows the 'Data File Exporter' interface. At the top, the title is 'Data File Exporter'. Below it, the 'Report Type' section has a radio button selected for 'Student Projections' with a '(change)' link. A yellow note box says 'Note: Changing your selected'. The 'Data Formats' section has links for 'select all' and 'clear all', and four checkboxes: '.csv (comma-separated values)' (checked), '.txt (tab-delimited)', '.xlsx (Excel workbook)', and '.xls (Excel 97-2003 workbook)'. The 'Districts/Schools' section has links for 'select all' and 'clear all', and a list of checkboxes: 'Oceanside School District' (checked) and 'Dolphin Middle School' (checked). At the bottom, there is a checkbox for 'Report based on enrolled data' which is checked. Blue arrows point to the checked boxes for '.csv', 'Dolphin Middle School', and 'Report based on enrolled data'.

8. Under “Projection Groups,” select all the grades/subjects/courses for which you want to project the bottom 25 percent and select “submit request.”

The screenshot shows the 'Projection Groups' section of the interface. It has links for 'select all' and 'clear all'. Below is a list of checkboxes for various subjects and grades: '6th English Language Arts', '6th Math', '6th Science', '6th Social Studies', '7th English Language Arts', '7th Math', '7th Science', '7th Social Studies', and '8th English Language Arts'. A 'Submit Request' button is located at the bottom right.

9. Select “OK” in the confidentiality acknowledgement window.

The screenshot shows a dialog box titled 'tvaas.sas.com says'. The text inside reads: 'You are responsible for maintaining the confidentiality of the student information provided in the student projection export files. Please log out and close your browser window when you are through with your session to prevent unauthorized access to this data.' At the bottom of the dialog box, there are two buttons: 'OK' and 'Cancel'.

- You will then be taken to the “Exported Files” window. Depending on the number of records for your school’s selections, it may take a few minutes for the data to export.

Exported Files				
Refresh List		Select Data to Export		
Your request is being processed.				
File Name	Description	Status	Created	Expires*
Student Projections	1 school in 1 district 7 projection groups	Processing	Dec 19, 2023 04:55 PM EST	
Student_Projections_207076.csv	1 school in 1 district 13 projection groups	Finished	Dec 18, 2023 11:34 AM EST	Jan 01, 2024 11:34 AM EST
Student_Projections_207051.csv	1 school in 1 district 1 projection group	Finished	Dec 18, 2023 12:40 AM EST	Jan 01, 2024 12:40 AM EST
Student_Projections_207050.csv	1 school in 1 district 13 projection groups	Finished	Dec 17, 2023 11:50 PM EST	Dec 31, 2023 11:50 PM EST

- Select your browser’s refresh button.
- Once your data has exported, the file name will turn blue under “File Name” and status will show “Finished.”

Exported Files				
Select Data to Export				
File Name	Description	Status	Created	Expires*
Student_Projections_207183.csv	1 school in 1 district 7 projection groups	Finished	Dec 19, 2023 04:55 PM EST	Jan 02, 2024 04:55 PM EST
Student_Projections_207076.csv	1 school in 1 district 13 projection groups	Finished	Dec 18, 2023 11:34 AM EST	Jan 01, 2024 11:34 AM EST
Student_Projections_207051.csv	1 school in 1 district 1 projection group	Finished	Dec 18, 2023 12:40 AM EST	Jan 01, 2024 12:40 AM EST
Student_Projections_207050.csv	1 school in 1 district 13 projection groups	Finished	Dec 17, 2023 11:50 PM EST	Dec 31, 2023 11:50 PM EST

- Click the file name to start downloading your CSV file.
- Open your downloaded file and select the top “Copyright” row and delete it.

1	Copyright (c) 2023 SAS Institute Inc. Cary NC USA. All Rights Reserved.									
2	Student	State Stud	District (Ei	School (Er	Grade (En	Projctor	Projected	Probability of	Success	
3	334274 Stu	359448	Oceanside	Dolphin M	7	7th Math (45	78.4		

- Add a column header of “G25” in the header row of column I and add a column header of “Enrolled in Course” in the header row of column J.

Projection	Projected State Percentile	Probability of S	G25	Enrolled in Course
7th Math (Approaching Expecta	45	78.4		

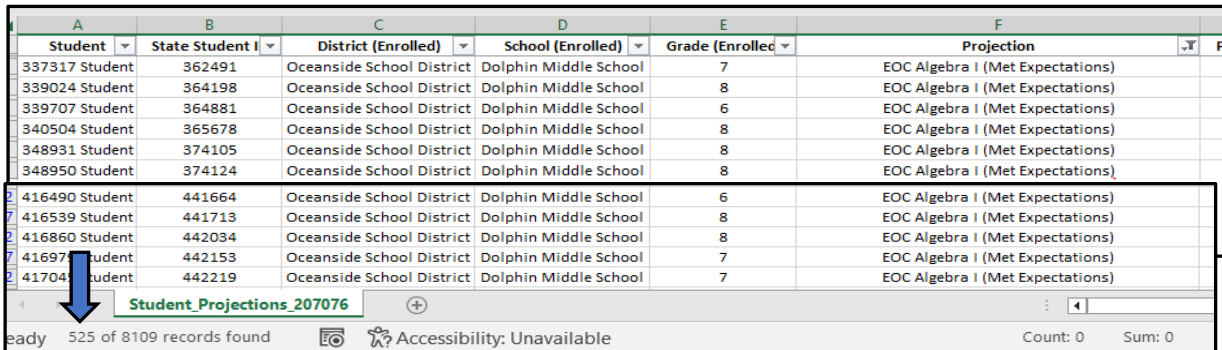
- In column J, locate a list of students currently enrolled in this course and mark each student with a “Y.”
- Format the spreadsheet as you choose.
- Select row 1, click the Sort & Filter icon from the editing group, and click Filter. This will turn data filters on for the header row.
- Click the down arrow/filter icon in column J and select Y only.

20. Filter column F for only **one grade/subject/course** (Ex: EOC Algebra I [Met Expectations]) for which you want to project the bottom 25 percent to show the projection for **“Met Expectations.”**

E	F	G	H	I
Grade (Enrolled) ▾	Projection ▾	Projected State Percentil ▾	Probability of Succes ▾	G25 ▾
7	EOC Algebra I (Met Expectations)	65	42.8	
8	EOC Algebra I (Met Expectations)	31	7.7	
6	EOC Algebra I (Met Expectations)	52	27.2	



21. You will need to calculate the number of students that will be in the bottom 25 percent for the grade/subject/course you filtered for in last step. Notice the number of files you have filtered in the bottom left corner of the spreadsheet where you see “# of # records found” (Ex: 525 of 8109 records found). The first number (Ex: 525) is the number of students in the filtered selection. Multiply this number by .25 and round up to the next whole number (Ex: $525 * .25 = 131.25 = 132$ in the bottom 25 percent).

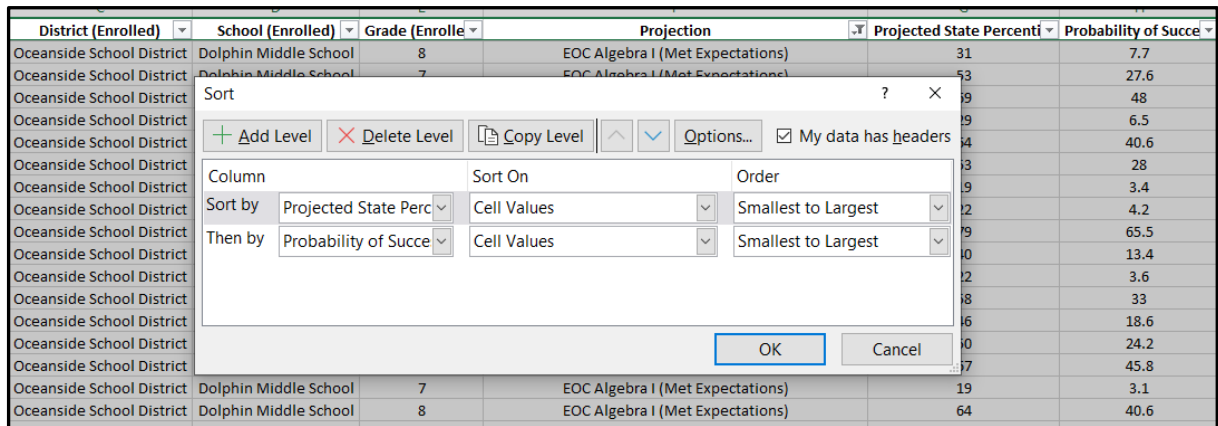


A	B	C	D	E	F
Student	State Student I	District (Enrolled)	School (Enrolled)	Grade (Enrolled)	Projection
337317 Student	362491	Oceanside School District	Dolphin Middle School	7	EOC Algebra I (Met Expectations)
339024 Student	364198	Oceanside School District	Dolphin Middle School	8	EOC Algebra I (Met Expectations)
339707 Student	364881	Oceanside School District	Dolphin Middle School	6	EOC Algebra I (Met Expectations)
340504 Student	365678	Oceanside School District	Dolphin Middle School	8	EOC Algebra I (Met Expectations)
348931 Student	374105	Oceanside School District	Dolphin Middle School	8	EOC Algebra I (Met Expectations)
348950 Student	374124	Oceanside School District	Dolphin Middle School	8	EOC Algebra I (Met Expectations)
416490 Student	441664	Oceanside School District	Dolphin Middle School	6	EOC Algebra I (Met Expectations)
416539 Student	441713	Oceanside School District	Dolphin Middle School	8	EOC Algebra I (Met Expectations)
416860 Student	442034	Oceanside School District	Dolphin Middle School	8	EOC Algebra I (Met Expectations)
41697 Student	442153	Oceanside School District	Dolphin Middle School	7	EOC Algebra I (Met Expectations)
41704 Student	442219	Oceanside School District	Dolphin Middle School	7	EOC Algebra I (Met Expectations)

Student Projections_207076

525 of 8109 records found

22. Select all your spreadsheet data, click “Sort & Filter,” “Custom Sort” and “Add Level” for the following:
 - a. Level 1-Column G “Projected State Percentile,” smallest to largest
 - b. Level 2-Column H “Probability of Success,” smallest to largest
 - c. Once these fields have been entered, click OK.

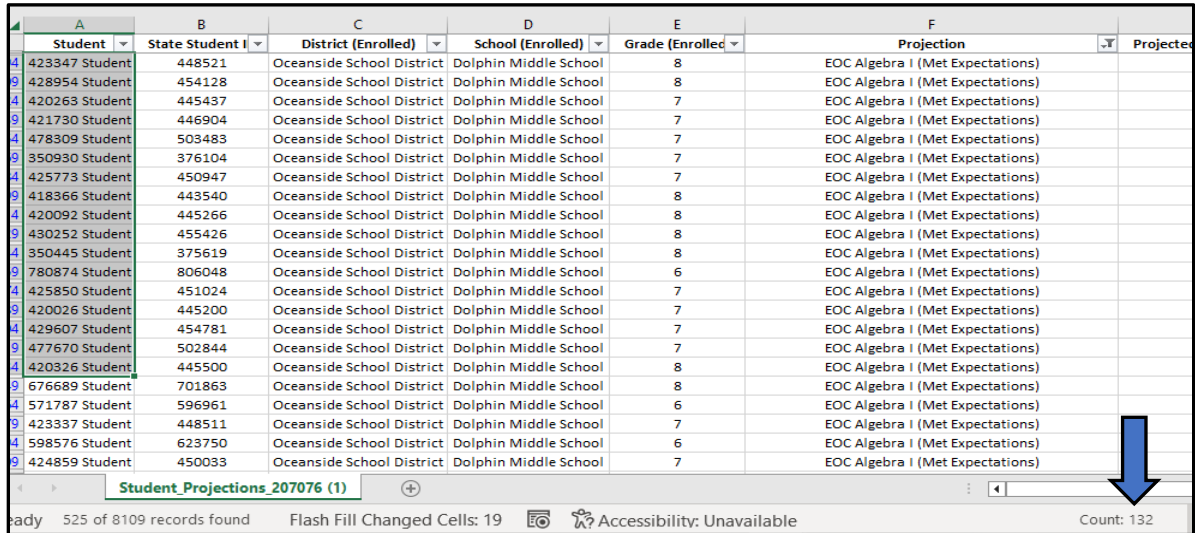


District (Enrolled)	School (Enrolled)	Grade (Enroll)	Projection	Projected State Percent	Probability of Succes
Oceanside School District	Dolphin Middle School	8	EOC Algebra I (Met Expectations)	31	7.7
Oceanside School District	Dolphin Middle School	7	EOC Algebra I (Met Expectations)	53	27.6
Oceanside School District				19	48
Oceanside School District				19	6.5
Oceanside School District				14	40.6
Oceanside School District				13	28
Oceanside School District				19	3.4
Oceanside School District				12	4.2
Oceanside School District				19	65.5
Oceanside School District				10	13.4
Oceanside School District				12	3.6
Oceanside School District				18	33
Oceanside School District				16	18.6
Oceanside School District				10	24.2
Oceanside School District				17	45.8
Oceanside School District	Dolphin Middle School	7	EOC Algebra I (Met Expectations)	19	3.1
Oceanside School District	Dolphin Middle School	8	EOC Algebra I (Met Expectations)	64	40.6

Sort dialog box settings:

- Sort by: Projected State Perc, Cell Values, Smallest to Largest
- Then by: Probability of Succes, Cell Values, Smallest to Largest

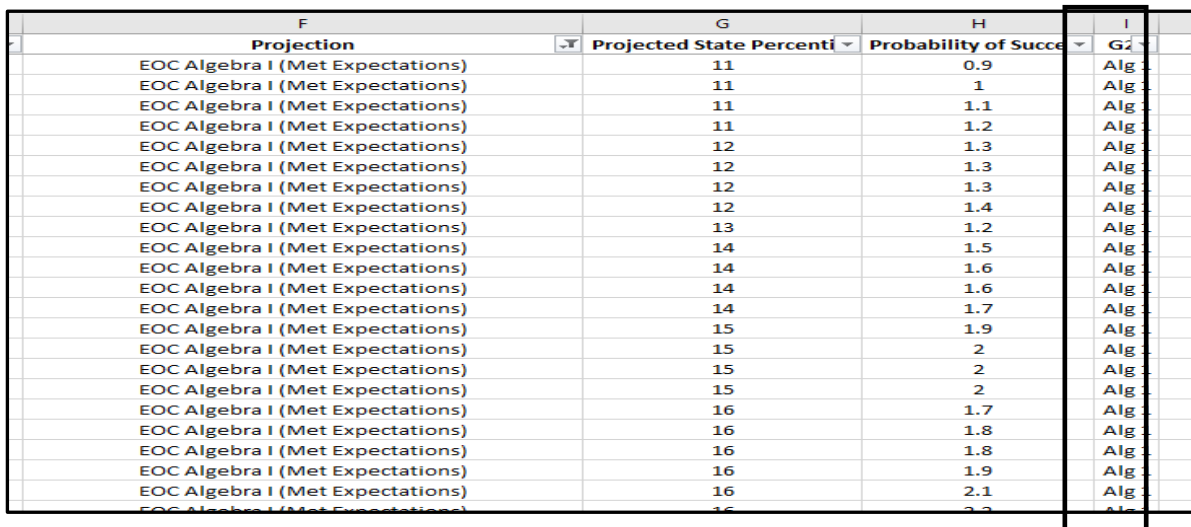
23. Once the data is sorted, start with the student at the top of the sorted spreadsheet, drag and select, until the count at the bottom right of the spreadsheet matches the number calculated in step 21 (Ex: 132). ***Note:** Make sure you are starting with the student at the very top of the list.



A	B	C	D	E	F	
Student	State Student ID	District (Enrolled)	School (Enrolled)	Grade (Enrolled)	Projection	Projected
423347 Student	448521	Oceanside School District	Dolphin Middle School	8	EOC Algebra I (Met Expectations)	
428954 Student	454128	Oceanside School District	Dolphin Middle School	8	EOC Algebra I (Met Expectations)	
420263 Student	445437	Oceanside School District	Dolphin Middle School	7	EOC Algebra I (Met Expectations)	
421730 Student	446904	Oceanside School District	Dolphin Middle School	7	EOC Algebra I (Met Expectations)	
478309 Student	503483	Oceanside School District	Dolphin Middle School	7	EOC Algebra I (Met Expectations)	
350930 Student	376104	Oceanside School District	Dolphin Middle School	7	EOC Algebra I (Met Expectations)	
425773 Student	450947	Oceanside School District	Dolphin Middle School	7	EOC Algebra I (Met Expectations)	
418366 Student	443540	Oceanside School District	Dolphin Middle School	8	EOC Algebra I (Met Expectations)	
420092 Student	445266	Oceanside School District	Dolphin Middle School	8	EOC Algebra I (Met Expectations)	
430252 Student	455426	Oceanside School District	Dolphin Middle School	8	EOC Algebra I (Met Expectations)	
350445 Student	375619	Oceanside School District	Dolphin Middle School	8	EOC Algebra I (Met Expectations)	
780874 Student	806048	Oceanside School District	Dolphin Middle School	6	EOC Algebra I (Met Expectations)	
425850 Student	451024	Oceanside School District	Dolphin Middle School	7	EOC Algebra I (Met Expectations)	
420026 Student	445200	Oceanside School District	Dolphin Middle School	7	EOC Algebra I (Met Expectations)	
429607 Student	454781	Oceanside School District	Dolphin Middle School	7	EOC Algebra I (Met Expectations)	
477670 Student	502844	Oceanside School District	Dolphin Middle School	7	EOC Algebra I (Met Expectations)	
420326 Student	445500	Oceanside School District	Dolphin Middle School	8	EOC Algebra I (Met Expectations)	
67689 Student	701863	Oceanside School District	Dolphin Middle School	8	EOC Algebra I (Met Expectations)	
571787 Student	596961	Oceanside School District	Dolphin Middle School	6	EOC Algebra I (Met Expectations)	
423337 Student	448511	Oceanside School District	Dolphin Middle School	7	EOC Algebra I (Met Expectations)	
598576 Student	623750	Oceanside School District	Dolphin Middle School	6	EOC Algebra I (Met Expectations)	
424859 Student	450033	Oceanside School District	Dolphin Middle School	7	EOC Algebra I (Met Expectations)	

Student_Projections_207076 (1) Count: 132

24. Move to column I for the last student, select, and type a G25 indicator (Ex: ALG I). Use the “flash fill,” the “fill up” command, or “drag and fill” to insert this indicator for all the bottom 25 percent you selected in step 21. ***Note:** Make sure you are filling this in all the way up to the top student.



F	G	H	I
Projection	Projected State Percent	Probability of Success	G25
EOC Algebra I (Met Expectations)	11	0.9	Alg
EOC Algebra I (Met Expectations)	11	1	Alg
EOC Algebra I (Met Expectations)	11	1.1	Alg
EOC Algebra I (Met Expectations)	11	1.2	Alg
EOC Algebra I (Met Expectations)	12	1.3	Alg
EOC Algebra I (Met Expectations)	12	1.3	Alg
EOC Algebra I (Met Expectations)	12	1.3	Alg
EOC Algebra I (Met Expectations)	12	1.4	Alg
EOC Algebra I (Met Expectations)	13	1.2	Alg
EOC Algebra I (Met Expectations)	14	1.5	Alg
EOC Algebra I (Met Expectations)	14	1.6	Alg
EOC Algebra I (Met Expectations)	14	1.6	Alg
EOC Algebra I (Met Expectations)	14	1.7	Alg
EOC Algebra I (Met Expectations)	15	1.9	Alg
EOC Algebra I (Met Expectations)	15	2	Alg
EOC Algebra I (Met Expectations)	15	2	Alg
EOC Algebra I (Met Expectations)	15	2	Alg
EOC Algebra I (Met Expectations)	16	1.7	Alg
EOC Algebra I (Met Expectations)	16	1.8	Alg
EOC Algebra I (Met Expectations)	16	1.8	Alg
EOC Algebra I (Met Expectations)	16	1.9	Alg
EOC Algebra I (Met Expectations)	16	2.1	Alg
EOC Algebra I (Met Expectations)	16	2.2	Alg

25. Clear all current spreadsheet filters and repeat steps 20-25 for each grade/subject/course for which you want to project the bottom 25 percent.
26. Once all grades/subjects/courses have indicators in column I for all the bottom 25 percent, you have a few options for filtering and using the data set you have created.
- Filter Column I for one of the G25 indicators you created (do not show blanks).** This will produce a list of the projected bottom 25 percent by grade/subject/course.
 - Filter column B for one student or a group of students ID(s).**
 - This will show how many grades/subjects/courses an individual student or group of students is projected to be in the bottom 25 percent.