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To: District Superintendents, Assistant Superintendents, School Building Principals, Special Education Directors, School Board Presidents, and REA Directors

From: Amanda Peterson, Deputy Superintendent
Stanley Schauer Jr., Assistant State Superintendent

Date: October 26, 2026

Re: Preliminary Review of Accountability Data Prior to Public Release

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Annually, state education departments are required to create an accountability report for every public school in the state. Accountability results serve as a tool for school and system leaders to celebrate successes, identify areas of underperformance, and proactively implement school improvement strategies. Today, the North Dakota Department of Public Instruction, in collaboration with North Dakota Information Technology, the North Dakota University System, and other partners, is releasing preliminary accountability reports through an internal test site (https://uatinsights.edportal.nd.gov) to provide schools an opportunity to review performance results privately between today and **Tuesday, November 10, 2026,** in advance of the public release.

***NOTE**: To view information on the test site, you must be connected to the state's internet, which is STAGEnet.* Additional changes, such as visuals and explanation tabs, will continue to be updated during this review period.

Actions Needed

School and district administrators must carefully review the data used to create the School Accountability Reports. There is only a short window of time to ask questions, get clarification, or appeal data before the reports are made available to the public, and it is imperative that schools follow these steps:

1. Review ND School Accountability Calculation Guide: The Calculation Guide provides an in-depth overview of the technical aspects of the School Accountability Report and how points are calculated.
2. Review Data in the K-12 Reporting and Analytics Portal: School personnel are strongly encouraged to review their secured accountability data within the K-12 Reporting and Analytics Portal, which provides a series of unsuppressed accountability dashboards, including Accountability Index scores, the allocation points earned versus points available, and access to a plethora of data.

a. Once logged in, click on “Reporting” in the lower left-hand side navigation, then click “Accountability Report Card,” followed by “Accountability Index” under “Fundamentals.” All sections contain filters to select performance data presented in aggregate form or disaggregated by subgroups. Additionally, sections for “Report,” “Trend,” “Data,” and “About” are displayed for all measures, with “Roster” options available for applicable measures. Rosters are provided to help school districts better understand performance results.

b. Conduct data checks using the resources provided on the Accountability website, such as the Validation User Guide and corresponding worksheet.

Training on Accessing and Reviewing School Data

On October 28 from 11 AM to 12 PM CDT, NDDPI will conduct a training session on reviewing school data within Insights and the K-12 Reporting and Analytics site for administrators new to the process or those who would like a refresher course. Access the Teams training below. The session will also be recorded and shared on the website.

Microsoft Teams meeting:

Join: https://teams.microsoft.com/meet/27611371110579?p=cPBgcCJlp6vZmzWF6z

Meeting ID: 276 113 711 105 79

Passcode: SV7uV9kJ

Dial in by phone

+1 701-328-0950,,597463526# United States, Bismarck

Find a local number

Phone conference ID: 597 463 526#

Appeals of Possible Data Discrepancy

If you wish to submit a formal written appeal of a data discrepancy, there is a specific process to follow. NDDPI, with support from NDUS and other partners, has created a ticketing process to answer all questions and appeals. Click here to access the steps to follow to submit a ticket. NDDPI requests that all appeals of data discrepancy be submitted by 5:00 p.m. CDT on **Tuesday, November 10, 2026**.

Final Accountability Reports

NDDPI will not consider any school accountability report final until all appeals of data accuracy are resolved. NDDPI anticipates releasing final accountability reports on Insights for public view in mid-November.

School Improvement

Schools will be selected as "Targeted Support and Improvement (TSI)" based on accountability results. The superintendent, building principal, and school board president will be notified via a formal memo in the next few days if a school is identified or has exited. The websites above will be updated for the public after the schools are notified.

Notification Requirements

Parent Notification: Under ESSA, all public-school districts receiving federal funding must notify the parents of each enrolled child in the school regarding the performance measures outlined in the state's accountability system. A sample parent letter is available on the website. Schools should wait to disseminate information to parents until **after the official release is posted, as changes could still occur.**

Dashboard Notification: Federal law also requires each district to provide a link to the dashboard on the website of the district. If the district does not operate a website, providing the information to the public in another manner determined by the district is acceptable. A sample website notification is available.

Questions

Anyone with questions about their School Accountability Report should send an email request for assistance to NDDPI (dpiaccountability@nd.gov) with the subject line, "Review of School/District Data." Confirm your status as the designated district representative, specify your question or data appeal, and provide your phone number and email address. Questions will be forwarded to the appropriate individual to respond. NDDPI has an established ticketing process and will answer all requests for assistance and appeals in the order received.