



# Implementing Graduation Requirements

Academy D20

# Component Overview

**1**

## GATHER DATA

### IC Assessment Tab (Assessment – Test Setup)

Captures yes/no values for ELA and math proficiency assessments and concurrent enrollment.

Enables for manual yes/no entry of industry certifications and capstone.

**2**

## TRACK DATA

### IC Academic Plans

Shows student progress toward credit and ELA/math proficiency requirements.

Shows student progress toward 50 credits.

**3**

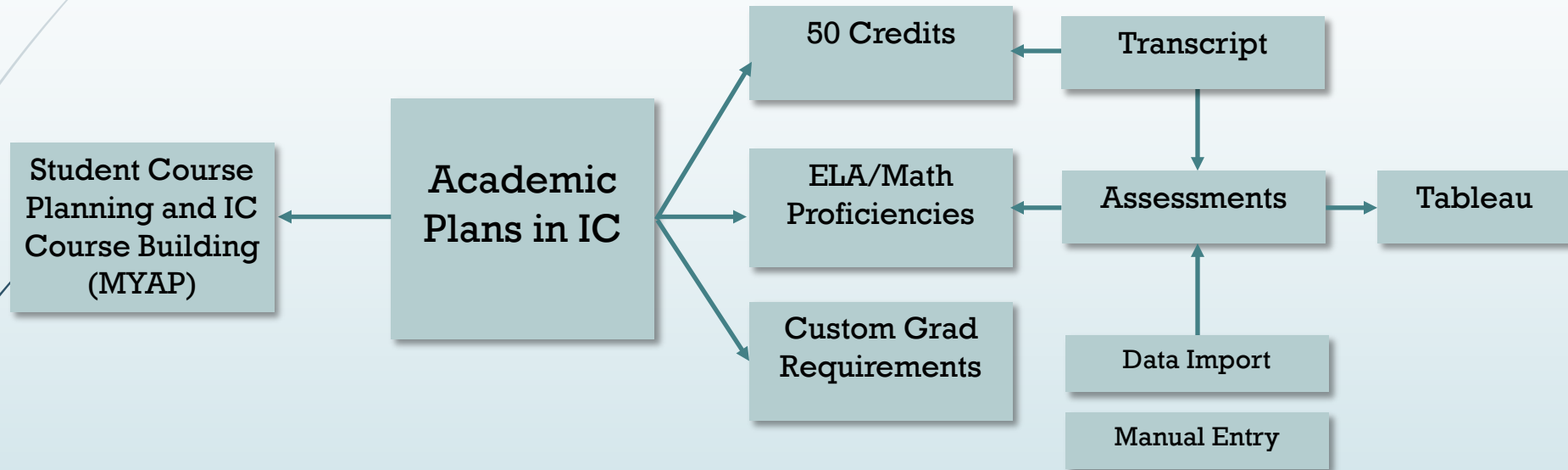
## REPORT DATA

### IC Reports Tableau

IC Academic Plan Progress Report.

IC Academic Plan Status Report.  
Tableau.

# Component Overview



# IC Assessment Tab Setup

## Assessment Setup: Two Folders

The screenshot displays the 'Tests' tab in the IC Assessment Tab Setup interface. The interface is divided into two main sections. The top section, labeled 'Tests', contains a 'Copy Test' button and a list of tests. The bottom section, labeled 'Test Setup', contains a 'Save' button, a 'Delete' button, and a 'New Test' button. The 'Tests' list shows a folder named '2018 (1 tests)' containing a sub-folder 'Grad Requirements'. This folder contains a list of tests: ACT - ELA (GRACTELA), ACT - Math (GRACTMATH), ACT WorkKeys (GRACTWKELA), ACT WorkKeys - Math (GRACTWKEMATH), AP - ELA (APELA), AP - Math (APMATH), ASVAB - ELA (ASVABELA), ASVAB - Math (ASVABMATH), Concurrent Enrollment - ELA (CEELA), Concurrent Enrollment - Math (CEMATH), IB - ELA (IBELA), IB - Math (IBMATH), SAT - ELA (SATELA), and SAT - Math (SATMATH). A callout box points to the 'Grad Requirements' folder, stating 'Grad Requirements (These are populated by SQL scripts)'. Another callout box points to the 'Grad Requirements: Manual Entry' folder, stating 'Grad Requirements: Manual Entry'.

Index Search < Tests Copy Test

▼ Assessment ^

Save Delete New Test

Tests

Grad Requirements: Manual Entry

Proficiency Levels

Achievement Standards

Test Setup

Tests Copy Test

Save Delete New Test

Tests

2018 (1 tests)

Grad Requirements

ACT - ELA (GRACTELA)

ACT - Math (GRACTMATH)

ACT WorkKeys (GRACTWKELA)

ACT WorkKeys - Math (GRACTWKEMATH)

AP - ELA (APELA)

AP - Math (APMATH)

ASVAB - ELA (ASVABELA)

ASVAB - Math (ASVABMATH)

Concurrent Enrollment - ELA (CEELA)

Concurrent Enrollment - Math (CEMATH)

IB - ELA (IBELA)

IB - Math (IBMATH)

SAT - ELA (SATELA)

SAT - Math (SATMATH)

Grad Requirements (These are populated by SQL scripts)

2 Parent Tests / Folders are created.

- Grad Requirements
- Grad Requirements – Manual Entry

All the test results in 'Grad Requirements' are scripted with SQL. Typically these test results are already being stored in IC somewhere.

The results in the 'Manual Entry' tests are designed to be hand entered by staff.

# Assessments (Part 2/5)

## Assessment > Test Setup

### Tests

Copy Test

+ New Test

### Tests

- 2018 (21 tests)
  - DIBELS Next Reading Grade 1 (17-18)
  - DIBELS Next Reading Grade 2 (17-18)
  - DIBELS Next Reading Grade 3 (17-18)
  - DIBELS Next Reading Grade 4 (17-18)
  - DIBELS Next Reading Grade 5 (17-18)
  - DIBELS Next Reading Grade 6 (17-18)
  - DIBELS Next Reading Grade K (17-18)
  - Grad Requirements
    - ACT - ELA (GRACTELA)
    - ACT - Math (GRACTMATH)
    - ACT WorkKeys (GRACTWKELA)
    - ACT WorkKeys - Math (GRACTWKMATH)

In the Assessment module:

Create the 'Grad Requirements' parent test.

Then create all the individual test proficiencies as child tests.

## Setup of Child Tests

**Test Detail**

**\*Name**  
ACT - ELA  
Parent Test  
--Grad Requirements

**\*\* Parent Test cannot be edited because scores exist for this test.**

Code: GRACTELA Year: 17-18  
Subject:   
Test Grade Level:   
Assessment Type:   
Standards Type:   
Start Date: End Date:   
Test Type:   
☒ District Test ☐ State Test ☐ National Test  
State Code:   
National Code:   
☐ Teacher-scored ☐ Display in Portal ☐ Display in Transcripts  
Select the score fields you want to use:   
☐ Date ☐ Scale Score ☐ Raw Score ☐ Reason Code ☐ Received Accommodation ☒ Result ☐ Invalid  
Academic Achievement Standard:   
Select the custom fields you want to use:   
☐ Growth Percentile ☐ Grade  
Question Label:   
**Result Statuses**  

Value	Result Code	Label	Passing Score
1	YES	YES	<input checked="" type="checkbox"/>
0	NO	NO	<input type="checkbox"/>




Add Result Status

The individual test proficiency assessments should be configured similarly to this.

Take note of the 'GRACTELA' code, this will need to be entered in the 'Test Requirements' section later.

# Assessments (Part 3/5)

**Tests** Copy Test

 Save  Delete  New Test

**Tests**

- CSAPA - Math
- CSAPA - Reading/Writing
- CSAPA - Science
- DIBELS (CBLA)
- DIBELS 6th Ed. Reading
- DIBELS Next Reading
- Grad Requirements: Manual Entry**
  - Capstone - ELA (CAPELA)
  - Capstone - Math (CAPMATH)
  - Industry Certification - ELA (ICELA)
  - Industry Certification - Math (ICMATH)
- ITBS
- LEP MODEL Gr 1-2 Grade Adjusted Composite

**Test Detail**

**\*Name**  
Grad Requirements: Manual Entry

**Parent Test**  
(no parent)

**Code** **Year**

**Subject**

**Test Grade Level**

**Assessment Type**

**Standards Type**

**Start Date** **End Date**

**Test Type**  
☒ District Test  
☐ State Test

☐ Teacher-scored  
☐ Display in Portal

At our district, we created a separate group of assessments which are designed for manual entry.

Note that the parent test 'Grad Requirements: Manual Entry' has a blank 'Year' field, so it does not appear under the 2017-2018 folder.

The child assessments in this group cannot be easily scripted using SQL, so we rely on manual entry to keep this information updated.

Besides this difference, the child assessments are configured the same way as the ones from the previous example.

# What does the student assessment tab look like? (Part 4/5)

## Assessment Tab

Grade: 12

Fees Lockers Graduation Athletics AdHoc Letters ELIGADA Waiver

IEP Survey Vocational Education Parking Detail Report Comments CEPA F

Summary Enrollments Schedule Attendance Flags Grades Transcrip

+ New Save Delete Print

**Test Scores**

- DIBELS 6th Ed. Reading 08/01/2008
- DIBELS 6th Ed. Reading 08/01/2008
- Grad Requirements**
  - ACT - ELA (GRACTELA)
  - ACT - Math (GRACTMATH)
  - AP - ELA (APELA)
  - AP - Math (APMATH)
  - SAT - ELA (SATELA)
  - SAT - Math (SATMATH)
- ITBS 10/20/2008

**Test Score Detail**

**Grad Requirements**

Proficiency Level

Comments

	Result
ACT - ELA	NO:NO(0.000)
ACT - Math	NO:NO(0.000)
ACT WorkKeys	
ACT WorkKeys - Math	
AP - ELA	NO:NO(0.000)
AP - Math	NO:NO(0.000)
ASVAB - ELA	
ASVAB - Math	
Concurrent Enrollment - ELA	
Concurrent Enrollment - Math	
IB - ELA	

Clicking on the 'Grad Requirements' parent test on a student's Assessment tab shows all the proficiencies below.

Note that the blank results are simply because we have not yet scripted these assessments in SQL yet. For example, ASVAB test results are not stored in IC yet, but we are planning on beginning to import them later this year.

# Assessments – SQL Scripting (Part 5/5)

- We scripted the test results from existing assessment or course transcript data in IC.
- ACT – ELA proficiency example.
  - Write query to gather all high school students.
  - Add query to find these students' ACT ELA scores in IC (from the TestScore table)
  - Compare their test scores vs the CutPoint score (18 is the CutPoint in this example).
  - If the score is  $\geq 18$ , insert a '1 – Yes' result for the ACT – ELA test on that student, otherwise insert a '0 – No' result.
- Important considerations.
  - Make sure each student only has 1 test record per proficiency.
    - Since students can take tests like the ACT and SAT multiple times, they may have multiple test scores in IC.
    - Be sure to only insert a single '1 – Yes' or '0 – No' result for each proficiency, otherwise unexpected results will occur in the Grad Planner reports.
  - Make sure all students have a result for each proficiency, even if they have not taken the test.
    - We found that IC will treat missing or null records as a '1 – Yes' result in some cases.



# Academic Planning - Programs

Students Fulfill Both Requirements				
Coursework Credits		Demonstration of Proficiency		
50 Credit Hours		Option	English Minimum	Math Minimum
English	8 credits	ACT	18	19
Science	6 credits	ACT WorkKeys	Bronze	Bronze
Health	1 credit	Advanced Placement	2	2
Math	6 credits	ASVAB	31	31
Social Science	6 credits	Concurrent Enrollment	Grade of C-	Grade of C-
World Language	2 credits	International Baccalaureate	4	4
Core Electives	6 credits	SAT	430	460
		Capstone	Meets rubric expectation	Meets rubric expectation
		Industry Certification	certificate	certificate
		State Assessments	TBD	TBD

Academic Program 1

Academic Program 2

# Academic Planning – Program Setup

We have created two graduation programs in Infinite Campus. One to track our credit/course requirements for graduation and the other to track the ELA and Math requirements for graduation.

## Program 1: 50 Credits

**Graduation Programs** | Career Tech Programs | Programs | Program Sessions

Save New Program

Graduation Programs

- ASD20 High School 50 Credits
  - Credit Requirements
  - Course Requirements
  - Test Requirements
  - Compound Requirements
  - GPA Requirements
- Aspen Valley High School 50 Credits
- ELA and Math Proficiency

All credit types and the credit totals required for graduation are listed in the credit requirements section of the graduation program.

**Credit Requirements Detail - ASD20 High School 50 Credits**

Credit Type	09	10	11	12	Total	Display Seq
Algebra	0	0	0	0	0	
Civics	1	0	0	0	1	7
Core Elective	0	2	2	2	6	11
English	2	2	2	2	8	1
Fine Arts	0	0	1	0	1	3
Geometry	0	0	0	0	0	
Health	1	0	0	0	1	2
Mathematics	2	2	2	0	6	9
Physical Education	1	1	1	0	3	4
Science	2	2	2	0	6	5
Social Science	1	2	0	0	3	6
Unrestricted Elective	2	3	2	4	11	12
US History	0	0	2	0	2	8
World Language	2	0	0	0	2	10
<b>Total</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>8</b>	<b>50</b>	

**Graduation Programs** | Career Tech Programs | Programs | Program Sessions

Save New Program

☒ Show District Programs

Graduation Programs

- ASD20 High School 50 Credits
  - Credit Requirements
  - Course Requirements
  - Test Requirements
  - Compound Requirements
  - GPA Requirements
- Aspen Valley High School 50 Credits
- Course Requirements Instructions

**Course Requirements Detail - ASD20 High School 50 Credits**

*Requirement Description	*Transcript/Course Number(s)	Grade	*Min Credits	Min GPA Value	Credit Type this rule applies to	Recommended	Priority
Algebra Course	119998A, 119998B, 111130, 111100A, 11100B, 111102A, 111102B, 111065A, 11065B, 110066A, 110066B, 111170A, 111170B, 111198A, 111198B, 111199A, 111199B, 111170, 111106A, 111106B	Preview	2			<input type="checkbox"/>	<input type="checkbox"/>
Geometry Course	119999A, 119999B, 116030, 116010A, 116010B, 116020A, 116020B, 116025A, 116025B, 116000A, 116000B	Preview	2			<input type="checkbox"/>	<input type="checkbox"/>

Add CourseRequirement

Algebra and Geometry are set up as course requirements so that even if the courses were taken in middle school, they still get factored into the graduation program.

# Academic Planning – Program Setup

## Program 2: ELA & Math Proficiency

**Graduation Programs** | Career Tech Programs | Programs | Program Sessions

Save | New Program

- ELA and Math Proficiencies
  - Credit Requirements
  - Course Requirements
  - Test Requirements
  - Compound Requirements
  - GPA Requirements
- ASD20 2010
- ASD20 High School
- ASD20 pre2010

**Test Requirements Detail - ELA and Math Proficiencies**

*Requirement Description	Test Code(s)	State Code(s)	Subject	*Evaluation Mode	Min Raw	Min Scale	Count
ELA	APELA,ASVABELA,CAPELA,CEE LA,GRACTELA,GRACWKELA,I BELA,ICELA,SATELA			Preview	Count of passing tests		1
MATH	APMATH,ASVABMATH,CAPMATH, CEMATH,GRACMATH,GRACW KMATH,IBMATH,ICMATH,SATMAT H			Preview	Count of passing tests		1

Add TestRequirement

As we created tests in IC for the various ELA and Math requirements we added those specific test codes to the ELA and Math Proficiencies graduation program.

# Academic Planning - Programs

## Program 1: 50 Credits

Programs

Progress

Course Plan

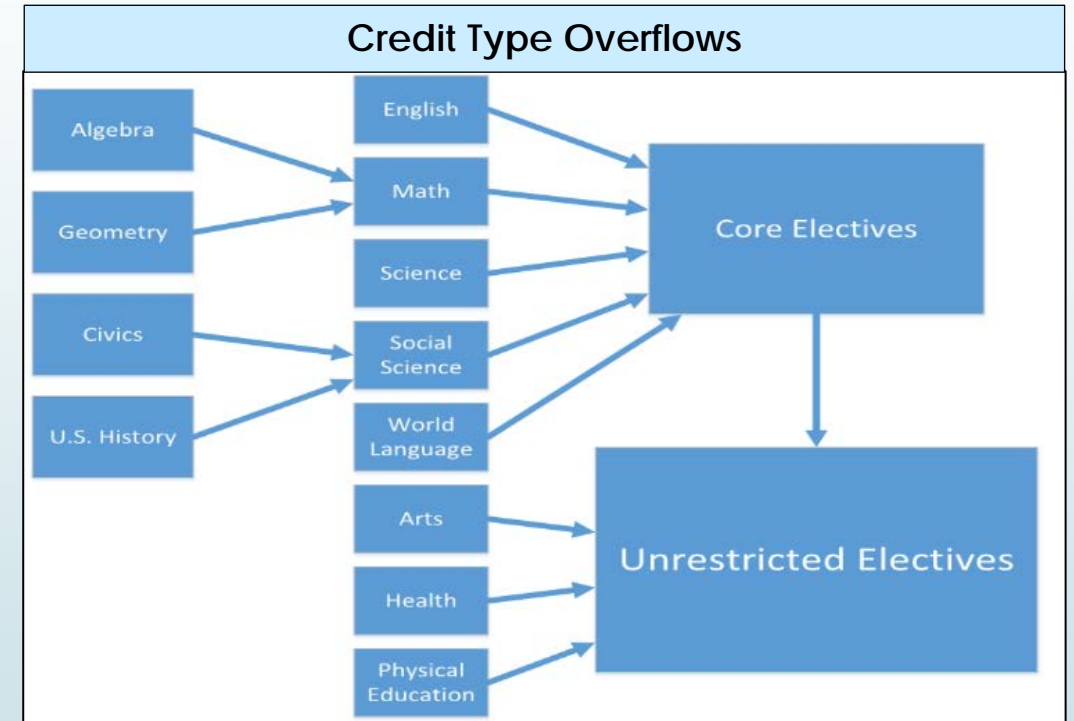
Academic Plan Progress

Assigned Graduation Program: No Graduation Program Assigned

Viewing progress towards Academic Program:

ASD20 High School 50 Credits

Credit Type	09	10	11	12	Subtotal	Overflow	Total
English	2.0 / 2.0	2.0 / 2.0	2.0 / 2.0	3.0 / 2.0	9.0 / 8.0	-1.0	8.0 / 8.0
Health	1.0 / 1.0				1.0 / 1.0		1.0 / 1.0
Fine Arts			0.0 / 1.0	2.0 / 0.0	2.0 / 1.0	-1.0	1.0 / 1.0
Physical Education	1.0 / 1.0	1.0 / 1.0	1.0 / 1.0	1.0 / 0.0	4.0 / 3.0	-1.0	3.0 / 3.0
Science	2.0 / 2.0	2.0 / 2.0	2.0 / 2.0	1.0 / 0.0	7.0 / 6.0	-1.0	6.0 / 6.0
Social Science	2.0 / 1.0		0.0 / 2.0	2.0 / 0.0	4.0 / 3.0	-1.0	3.0 / 3.0
Civics	0.0 / 1.0	1.0 / 0.0			1.0 / 1.0		1.0 / 1.0
US History		0.0 / 2.0	2.0 / 0.0		2.0 / 2.0		2.0 / 2.0
Mathematics	2.0 / 2.0	1.0 / 2.0	1.0 / 2.0	2.0 / 0.0	6.0 / 6.0		6.0 / 6.0
World Language	2.0 / 2.0				2.0 / 2.0		2.0 / 2.0
Core Elective		2.0 / 2.0	0.0 / 2.0	0.0 / 2.0	2.0 / 6.0	3.0	5.0 / 6.0
Unrestricted Elective	3.0 / 2.0	5.0 / 3.0	5.0 / 2.0	3.0 / 4.0	16.0 / 11.0	2.0	18.0 / 11.0
Total	15.0 / 14.0	14.0 / 14.0	13.0 / 14.0	14.0 / 8.0			56.0 / 50.0



Each course is assigned a primary credit type and an overflow credit type. When one credit type “bucket” is full, IC puts the course in the overflow bucket.


This student has an “extra” 1 credit in English, in Science, and in Social Studies, so those 3 credits overflowed to Core Elective, adding to the 2 Core Elective credits from 10<sup>th</sup> grade.

The student also has an “extra” 1 credit in Fine Arts and Physical Education. Those 2 credits overflowed to Unrestricted Elective.

# Academic Planning - Programs

## Program 2: ELA & Math Proficiency

Programs	Progress	Course Plan	Progress Notes
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 Academic Plan Progress

Assigned Graduation Program: ELA and Math Proficiencies


Viewing progress towards Academic Program: ELA and Math Proficiencies (Graduation)

\* Asterisks indicate student does not meet requirement

Test Requirements				Evaluation Criteria		Progress
<input type="checkbox"/> ELA				Count of passing tests is at or above 1		Passing Tests: 1
Date	Test Name	Raw Score	Scale Score	Result Code	Description	
	ACT - ELA			NO	NO	
	AP - ELA			NO	NO	
	SAT - ELA			YES	YES	
<input type="checkbox"/> MATH				Count of passing tests is at or above 1		*Passing Tests: 0
Date	Test Name	Raw Score	Scale Score	Result Code	Description	
	ACT - Math			NO	NO	
	AP - Math			NO	NO	
	SAT - Math			NO	NO	

# Reporting: IC Academic Plan Progress Report

Programs **Progress** Course Plan Progress

 Academic Plan Progress

Assigned Graduation Program: ELA and Math Proficiencies

Viewing progress towards Academic Program: ELA and Math Proficiencies

17-18 Liberty High School (5126) 8720 SCARBOROUGH DRIVE, COLORADO SPRINGS CO 80920-7573 Generated on 08/30/2017 09:09:09 AM Page 1 of 1					Academic Plan Progress Batch Report	
					Program: ELA and Math Proficiencies (Graduation) Counselor:	
* Asterisks indicate student does not meet requirement						
Test Requirements		Evaluation Criteria			Progress	
ELA		Count of passing tests is at or above 1			Passing Tests: 2	
Date	Test Name	Raw Score	Scale Score	Result Code	Description	
	ACT - ELA			YES	YES	
	AP - ELA			NO	NO	
	SAT - ELA			YES	YES	
MATH		Count of passing tests is at or above 1			Passing Tests: 1	
Date	Test Name	Raw Score	Scale Score	Result Code	Description	
	ACT - Math			YES	YES	
	AP - Math			NO	NO	
	SAT - Math			NO	NO	

Student view or counselor print off for student.

Can be made available to students and parents through their portal.

# Reporting: IC Academic Status Report

▼ Program Admin

- Programs
- Flags
- Batch Assignment Tool
- Course Plan Admin
- ▼ Reports
  - Academic Plan Progress
  - Academic Plan Status

## Academic Plan Status Report

This report outputs whether a student's academic plan is on-track to meet minimum program requirements. On-track status and warning messages are calculated any time a student, parent or counselor updates academic program progress or course plan. The on-track status can also be calculated manually.

It is recommended that a user run Calculate on-track status under Course Plan Admin prior to generating this report.

### Select Student Filters (intersection of all filters)

☒ Show all students and progress towards assigned Graduation program

☐ Show students assigned at least one Career Tech program and progress towards all programs

☐ Show students assigned to and progress towards a specific Academic Program:  
Optionally filter by program

Grade  
Optionally filter by grade

Ad Hoc Filter  
Optionally select an Ad Hoc Filter

On-track Status  
All students

### Additional Report Options

Selecting a program below allows a district to evaluate a subset of students towards a specific program, not their assigned program. This can be used with any or all filters chosen above to reduce the subset of data to be analyzed. This option will increase the time to generate the report.

Academic Program to evaluate  
ASD20 High School 50 Credits (Graduation) x

Generate Report

16-17 Discovery Canyon Campus High School 1810 Northgate Blvd, Colorado Springs CO 80921 Generated on 02/03/2017 07:57:03 AM Page 1 of 1				Academic Plan Status Report		
				Student Filter: selected program Grade: All Grades - On-track Status: All Total Students: 4		
Student	Student Number	Grade	Program	Diploma	Cohort Year	On-track
Student 1 (Name)	1100001	12	ASD20 High School 50 Credits		2017	No
Credit Requirement not met: US History Course Requirement not met: Geometry Course Course Requirement not met: Algebra Course						
Student 2 (Name)	1100002	12	ASD20 High School 50 Credits		2017	Yes
Student 3 (Name)	1100003	12	ASD20 High School 50 Credits		2017	Yes
Student 4 (Name)	1100004	12	ASD20 High School 50 Credits		2017	No

## 50 Credits Academic Program

Shows "On Track" and/or "Off Track" students.  
Counselor and school administrator view by  
academic program.



# Reporting: IC Academic Status Report

- ▼ Program Admin
  - Programs
  - Flags
  - Batch Assignment Tool
  - Course Plan Admin
- ▼ Reports
  - Academic Plan Progress
  - Academic Plan Status

## Academic Plan Status Report

This report outputs whether a student's academic plan is on-track to meet minimum program requirements. On-track status and warning messages are calculated any time a student, parent or counselor updates academic program progress or course plan. The on-track status can also be calculated from the course plan.

It is recommended that a user run Calculate on-track status under Course Plan Admin prior to running this report.

### Select Student Filters (intersection of all filters)

- ☐ Show all students and progress towards assigned Graduation program
- ☐ Show students assigned at least one Career Tech program and progress towards all programs
- ☒ Show students assigned to and progress towards a specific Academic Program:

ELA and Math Proficiencies (Graduation)

### Grade

Optionally filter by grade

### Ad Hoc Filter

Optionally select an Ad Hoc Filter

### On-track Status

All students

### Additional Report Options

Selecting a program below allows a district to evaluate a subset of students towards a specific program. This can be used with any or all filters chosen above to reduce the subset of data to be analyzed. This option will increase the time to generate the report.

### Academic Program to evaluate

ELA and Math Proficiencies (Graduation)

Generate Report

17-18

## Liberty High School

8720 SCARBOROUGH DRIVE, COLORADO SPRINGS CO  
80920-7573

Generated on 08/30/2017 08:58:19 AM Page 1 of 1

## Academic Plan Status Report

Current Assigned Grad Program: ELA and Math Proficiencies

Evaluated Grad Program: ELA and Math Proficiencies

Grade: All Grades - On-track Status: All - Total Students: 9

Student	Student Number	Grade	Program	Diploma	Cohort Year	On-track
	114888	12	ELA and Math Proficiencies		2018	No
			Test Requirement not met: MATH (Count of passing tests at or above 1)			
	114912	12	ELA and Math Proficiencies		2018	Yes
	114913	12	ELA and Math Proficiencies		2018	No
			Test Requirement not met: MATH (Count of passing tests at or above 1)			
	114913	12	ELA and Math Proficiencies		2018	No
			Test Requirement not met: MATH (Count of passing tests at or above 1)			
	114914	12	ELA and Math Proficiencies		2018	No
			Test Requirement not met: MATH (Count of passing tests at or above 1)			
	114914	12	ELA and Math Proficiencies		2018	No
			Test Requirement not met: ELA (Count of passing tests at or above 1)			
			Test Requirement not met: MATH (Count of passing tests at or above 1)			
	114915	12	ELA and Math Proficiencies		2018	No
			Test Requirement not met: MATH (Count of passing tests at or above 1)			
	114916	12	ELA and Math Proficiencies		2018	No
			Test Requirement not met: ELA not taken			
			Test Requirement not met: MATH not taken			
	114914	12	ELA and Math Proficiencies		2018	Yes

Shows "On Track" and/or "Off Track" students.  
Counselor and school administrator view by  
academic program.



# Reporting: Tableau

▼ Program Admin

Programs

Flags

Batch Assignment Tool

Course Plan Admin

► English Learners (EL)

▼ Reports

Academic Plan Progress B

Academic Plan Status

Course Plan Batch

Graduation Requirements

► Ad Hoc Reporting

Graduation Requirements

2017-2018

School	Student Name	ELA	Math	Proficiency Status
Air Academy High School	[Student Name]	Green	Red	Red
		Orange	Orange	Orange
		Green	Orange	Orange
		Orange	Orange	Orange
		Green	Orange	Orange
		Green	Orange	Orange

Student Details

Student Name	Grad Requirements	ACT - ELA	ACT - Math	AP - ELA	AP - Math	SAT - ELA	SAT - Math
[Student Name]	Red	Red	Red	Red	Red	Green	Red

School Year

2017-2018

School

Air Academy High Sch...

Grade

12

Proficiency Status

☒ (All)

☐ Off Track

☐ On Track

Student Name

Met Requirements

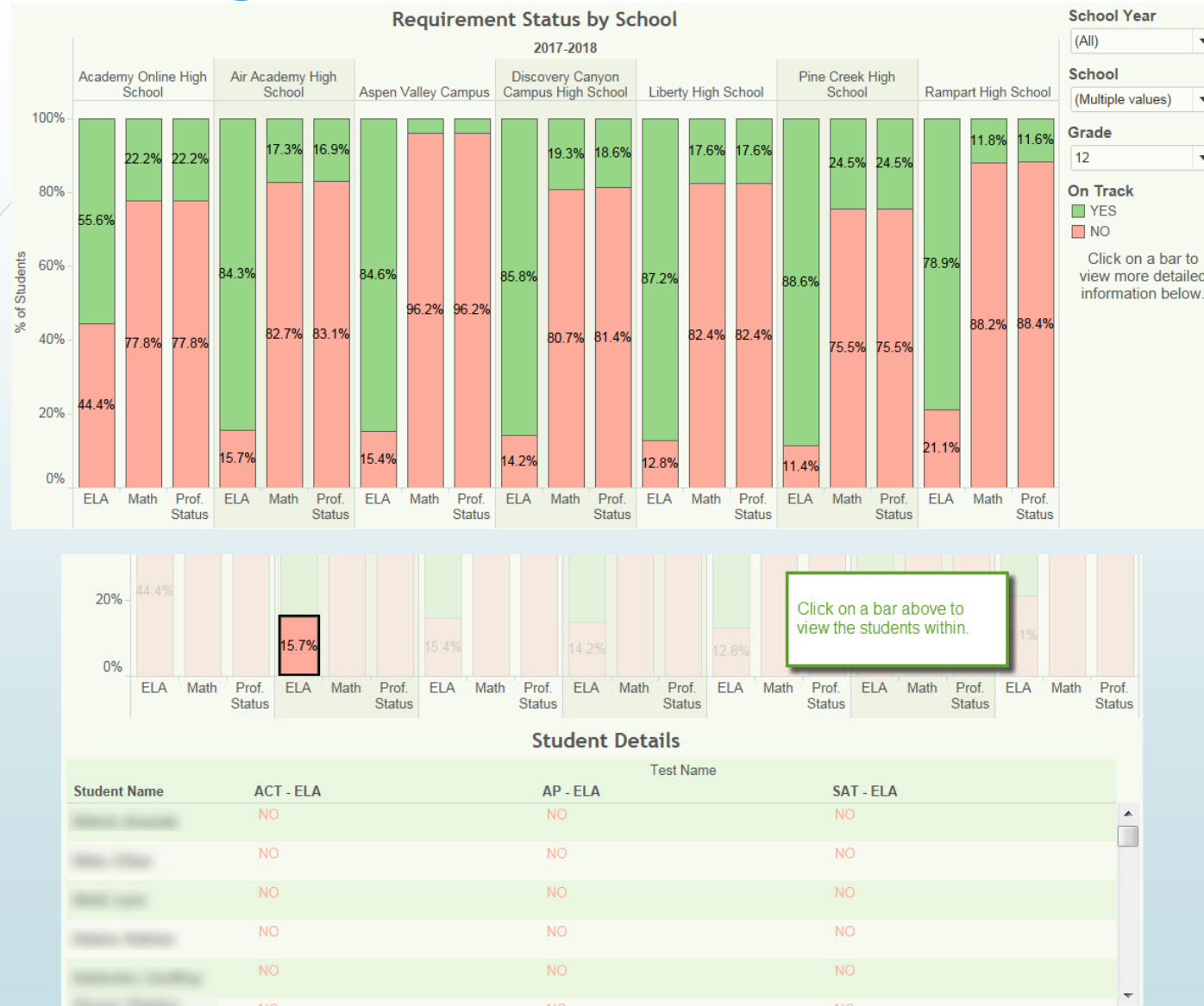
☒ YES

☐ NO

Click on a student to view more detailed information below.

School and district administrator view by student.

# Reporting: Tableau



School and district administrator view by school.



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