

# Appendix A: Locating the Equitable Access Analysis Tool

## OVERVIEW OF THE TOOL

The Equitable Access Analysis Tool is an Excel spreadsheet produced annually by the Department for individual districts and schools to use in local equitable access planning. The tool pulls information from two reporting systems; EMIS and OhioES. The tool helps districts and schools to identify where, and to what extent, any inequities in access to excellent educators exist. The tool includes student measures, educator measures, and the Educator Workforce Strength Index. The description of each measure is listed in the table below.

Student Descriptors	
Students living at or below the federal poverty line (economically disadvantaged students)	Reported to the Ohio Department of Education at the student level as economic disadvantage
Students of Color (minority students)	Members of African-American, Multiracial, Hispanic, Native Hawaiian / Pacific Islander, American Indian / Alaskan Native, or Asian ethnic and racial groups
Positive Educator Descriptors	
Highly Effective Teacher*	A teacher receiving a final summative rating of “Accomplished” on the Ohio Teacher Evaluation System
Highly Effective Principal*	A principal receiving a final summative rating of “Accomplished” on the Ohio Principal Evaluation System
Educator Workforce Strength Index	<p>A value calculated at the state, district and building levels to provide information about the strength of the educator workforce in relation to equitable access planning.</p> <p>Calculate the Educator Workforce Strength Index by first adding the percentage point values for each available measure. Then divide that sum by the number of available measures and then subtracting from 100. A sample calculation for the district level is provided below<sup>1</sup>.</p> <p>Index values range from 0 to 100, with 100 as the value representing the strongest educator workforce as it relates to equitable access planning. The department will calculate the Educator Workforce Strength Index annually at the state, district and building levels.</p>

Educator Measures					Index Calculation Steps		
% Out-of-Field	% Inexperienced Teacher	% Inexperienced Principal	% Ineffective Teacher	% Ineffective Principal	1. Total Measures	2. Divide Total by Number of Measures	3. Subtract from 100 (Index Value)
3.5	12.0	15.0	4.0	5.0	39.5	7.9	92.1

Step 1. Total measures (3.5+12.0+15.0+4.0+5.0=39.5)  
 Step 2. Divide Total by Number of Measures (39.5 / 5 = 7.9)  
 Step 3. Subtract from 100 (100 – 7.9 = 92.1)  
 District Index Value = 92.1

Negative Educator Descriptors	
Out-of-Field Teacher	A teacher who is teaching a core academic course that he or she is not licensed to teach
Inexperienced Teacher	A teacher in his or her first or second year of teaching
Ineffective Teacher*	A teacher who received a final summative rating of “Ineffective” on the Ohio Teacher Evaluation System
Inexperienced Principal	A principal in the first or second year of leadership
Ineffective Principal*	A principal who received a final summative rating of “Ineffective” on the Ohio Principal Evaluation System

The Tool is designed to show both the state, district, and building level data. Information regarding teachers who are inexperienced or are teaching out of field will also be available on the Tool. A gap calculation tab has been added to the Tool, which will help schools and districts to identify and address gaps. Data for the FY23 Equitable Access Analysis Tool is from the 2021-2022 school year.

## USING THE TOOL

While every district and school are different and may have different needs and results, there are some universal experience users will encounter when using the Tool. The overall goal of the tool is for users to analyze the data to identify gaps that may be present in access to excellent educators. Depending on district or school size, the gaps will be expressed in either the school/district vs. the state or the highest building in the district vs. the lowest school. If the district has **four or more reported buildings**, comparisons will be between the highest and lowest buildings only. If the district or school has **three or less reported buildings**, comparisons will be based on the buildings versus the state. Districts of all sizes are encouraged to use the calculations to compare buildings within the district that go beyond the highest and lowest buildings that are calculated automatically. Please note, community schools are considered individual entities and will be compared to the state data.

## FINDING THE TOOL

The Equitable Access Analysis Tool is located in the Secure Data Center via the Reports Portal application in the [OH|ID Web Portal](#). Once in the Secure Data Center, users can access the data tool in the Teacher and Staff Reports. You can find step-by-step instructions below.

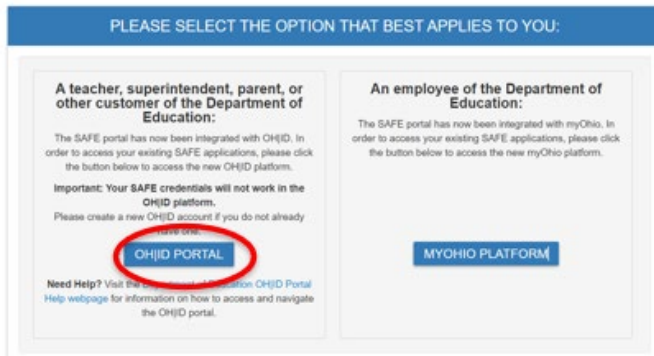
Users must hold one of the following roles in OEDS to access the tool:

- Superintendent
- Superintendent Designee
- Secure Data Center – Standard Level Access
- Secure Data Center – Student Level Access

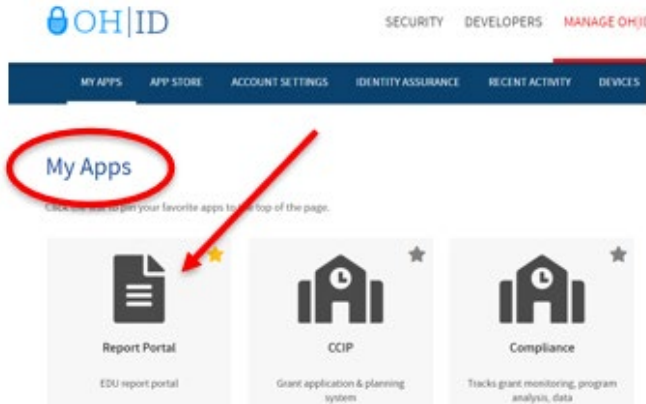
Individuals will need to contact their district or school’s OEDS administrator if they do not have the identified role to access the tool.

## HOW TO ACCESS THE TOOL

1. Login to your OH|ID account.



2. Go to **My Apps** and open the **Reports Portal** application.

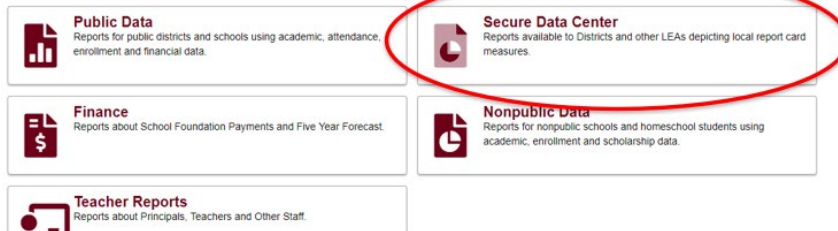


3. Select the **Secure Date Center** tile.

### Ohio Department of Education Report Portal

Welcome to the new Ohio Department of Education Report Portal! ODE produces many reports providing information on a variety of topics. ODE is in the early stages of transitioning to a new reporting platform, and the Reports Portal currently contains reports for the following topics:

Select a report from the menu to run it. To help you zero in on the specific information you are looking for or to simply explore the data, most reports are interactive via dropdown lists, radio buttons, or check boxes.



4. Select the **Teacher and Staff** tile.

**Ohio Department of Education Report Portal**







Secure Data Center

 <b>Career and Technical Education</b> Reports about Career Tech Education data.	 <b>Teacher and Staff</b> Reports about Principals, Teachers and Other Staff.
 <b>Enrollment</b> Reports about Student Enrollment.	 <b>Test Results</b> Reports about Ohio's State Tests.

5. Select the **Equitable Access Analysis Tool** tile.

**Ohio Department of Education Report Portal**

Secure Data Center / Teacher and Staff

 <b>District Principal Report</b> Principal detail report by district.	 <b>School Teacher Report</b> Teacher detail report by school.
 <b>School Principal Report</b> Principal detail report by school.	 <b>Educators in Your District</b> Educators in Your District that aligns with Report Card measure.
 <b>District Teacher Report</b> Teacher detail report by district.	 <b>Equitable Access Analysis Tool</b> Reports about equitable access according to economic disadvantage and minority status.