



UNITED STATES DEPARTMENT OF EDUCATION
OFFICE OF INSPECTOR GENERAL

Audit Services
Dallas Audit Region

December 7, 2010

Lorenzo García, Ph.D.
Superintendent
El Paso Independent School District
6531 Boeing Drive
El Paso, TX 79925

Dear Dr. García:

This letter confirms the conversation on Tuesday, December 7, 2010, with Marion Salvado of your staff, regarding the planned U.S. Department of Education, Office of Inspector General audit of the El Paso Independent School District (EPISD) in El Paso, Texas. The objective of this audit is to determine the extent that selected ninth grade cohort classes took the TAKS test in tenth grade and whether the results were accurately represented in the districts AYP results. The audit period will be school years 2006-07, 2007-08, and 2008-09.

The audit is authorized by the Inspector General Act of 1978 (5 U.S.C. App. §§ 2 and 4). As part of this audit, we will be contacting the Texas Education Agency (TEA) and your independent auditors to obtain information on their most recent reviews.


As discussed, an entrance conference is scheduled for 1:00 p.m., Monday, December 13, 2010, at your office. We will begin our work immediately following the meeting and will need work space to accommodate three auditors. We will need access to all records pertaining to the freshman cohort class for school years 2006-07, 2007-08, and 2008-09 for Austin High School, Bowie High School, Coronado High School, and Franklin High School. Please have the following records available for us at the time of the entrance conference or as soon as possible afterward:

1. Organization chart that identifies the individuals that make business decisions on behalf of the high schools (include titles, phone numbers, and email addresses).
2. Overall grade point average (GPA) for each cohort, for each year.
3. For each school, for the three school years, Class Rank by Quintile (include the GPA range each quintile represents) for those students taking and not taking the TAKS. For example, 1st = GPA 3.27 and above; 2nd = 2.99 – 3.26, and etc.

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4. Total amount of Title I Part A and Title I School Improvement funds received for each school for school years 2006-07, 2007-08 and 2008-09.
 5. Written EPISD-level and school-level policies and procedures for TAKS and EPISD Retention and Promotion Policy.
 6. File (e.g. MS Excel) of the freshman cohort students from each high school enrolled during the fall for schools years 2006-07, 2007-08, and 2008-09.
 - A. For each cohort, provide a list of the students who:
 - i. Returned as sophomores the following year at Austin, Bowie, Coronado, and Franklin High Schools.
 - ii. Returned as freshmen, juniors, or seniors the following school year at Austin, Bowie, Coronado, and Franklin High Schools.
 - iii. Did not return to Austin, Bowie, Coronado, and Franklin High Schools the following year.
 - B. For each student provide:
 - a. Attendance records
 - b. Home addresses
 - c. Address of school students transferred to
 7. Name of the individual(s) for each school and district responsible for submitting student-level data to TEA's Public Education Information Management System – (include title, phone number, and email address).
 8. TEA's Performance-Based Monitoring Analysis System reports for school years 2005-06, 2006-07, 2007-08, 2008-09, and 2009-10.
 9. Funding source(s) for salaries, bonuses, and pay increases for EPISD administrators, principals, and assistant principals for the school years 2006-07, 2007-08, 2008-09.
 10. Documents submitted for Austin and Bowie High Schools resulting from their designation as Stages 4 and 5 schools (including the School Improvement Program Funding Application, Restructuring Plan, etc).
 11. Graduations rates for all EPISD high schools for the past 10 years.
 12. Any other documentation that would facilitate the progress of the review.

We request that you designate a responsible official from your organization to act as liaison during our review. Your designee should contact Nathan Ferguson at (214) 661-9525 or Nathan.Ferguson@ed.gov to make any additional arrangements for the beginning of our audit work. If you have any questions, please do not hesitate to call.

Sincerely,



Keith M. Maddox
Regional Inspector General for Audit

electronic cc:

Eliot Shapleigh, Senator, District 29, Senate of Texas
Sushma Jasti Smith, General Counsel, The Office of Senator Shapleigh
Emi Johnson, Director, Inspector General and Special Investigations, TEA
Patricia McKee, Acting Director, Student Achievement and School Accountability (SASA),
ED/OESE
Carl Harris, Deputy Assistant Secretary for Policy and State Technical Assistance, ED/OESE
Taylor August, Director, Office of Civil Rights/Dallas Office
Rich Rasa, Director, State and Local Advisory and Assistance Team, Education/OIG
James Steinhauser, Assistant Superintendent Research Evaluation, EPISD