

# HOW TO ACCESS

ANNUAL  
PERFORMANCE  
REPORTS (APR)



## How to Access the Annual Performance Reports (APR)

When signed in to the Improvement Data Center (IDC) Data Tools you can view and/or download Annual Performance Reports for your district or charter. Only districts and charters will have an APR.

**1** | On the dashboard, choose your Reporting Level and Organization.

### Data Tools Dashboard

On this page, you can access data and reports used to track California State Performance Plan Indicators for special education for your organization. To get started, choose a reporting level and organization:

Reporting Level: District • Organization: System Improvement Unified •

The screenshot shows the Data Tools Dashboard. On the left, under 'State Performance Plan Indicators', there are 14 indicators with status icons: 1 Graduation Rate (not met), 2 Dropout Rate (met), 3 Statewide Assessment (not applicable), 4 Discipline Rate (met), 5 Least Restrictive Environment (not met), 6 Preschool Least Restrictive Environment (not met), 7 Preschool Outcomes (not met), 8 Parent Involvement (met), 9 Disproportionate Representation (met), 10 Disproportionate Representation by Disability (met), 11 Timely Eligibility Evaluation (met), 12 Timely Part C to B Transition (not met), 13 Post-Secondary Transition Goals and Services (not met), and 14 Post-Secondary Outcomes (not met). A legend indicates that a blue checkmark means 'Target met', an orange X means 'Target not met', and a grey minus sign means 'Not applicable'. On the right, under 'Annual Performance Reports', there is a list of report years from 2020-2021 down to 2015-2016, each with a link to 'System Improvement Unified'. Below this is an 'APR Search' button and a 'LEA Data Drilldown' section with 'View Reports', 'View the drilldown demo', and 'View Demo' buttons.

**2** | Select the year you want to download.

### TO SEARCH FOR AND DOWNLOAD REPORTS FOR MULTIPLE ORGANIZATIONS:

Click on APR search.

Follow the prompt to filter search. Click search.

Your selection(s) will pop up on the same page and you will be able to select one or more to download.

The screenshot shows the 'Annual Performance Report PDF Browser' search interface. It features a 'Select Year' dropdown menu currently set to '2020 - 2021'. Below that is a 'Select County or SELPA' section with two dropdown menus for 'County' and 'SELPA'. A 'Filter by name' section includes a text input field labeled 'Enter search term'. At the bottom of the search area are 'search' and 'reset' buttons. A footer note says 'Please choose at least one filter.'